



**REGULAR MEETING OF THE BOARD OF EDUCATION
LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204**

**Room 103-104
100 South Brainard Avenue
La Grange, Illinois 60525
Monday, May 19, 2025 - 7:00 PM**

A G E N D A

I. OPENING & ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. AGENDA APPROVAL/ORDER OF BUSINESS

3

IV. PUBLIC HEARING

4

Public Hearing regarding proposed transfer between the Education fund and the Operations and Maintenance fund of Lyons Township High School District 204.

V. PUBLIC PARTICIPATION

VI. STUDENT REPRESENTATIVE TO THE BOARD OF EDUCATION REPORT

(Emily Morquecho-Cordova)

VII. SUPERINTENDENT'S DISTRICT REPORT

A. Monthly FOIA Report

B. Miscellaneous

1. Class of 2025 Senior Honors Declaration
2. Recognition of the 2024-2025 Student Representative
3. Introduction of 2025-2026 Student Representatives
4. Quarter 4 Student and Staff Celebrations

5

VIII. UNFINISHED BUSINESS

A. Action

1. Consideration of Approval of the FY 26 Capital Outlay Requests (Second Reading)
2. Consideration of Approval of 2025-2026 Student Fees (Second Reading)
3. Consideration of Approval of 2025-2026 Amended School Calendar (Second Reading)
4. Consideration of Approval of the Emergency Authorization for Repair of SC Gym
5. Consideration of Approval of Food Services Contract to Quest (Second Reading)

6

12

21

23

29

IX. NEW BUSINESS

A. Action

1. Consideration of Approval of the Transfer Funds from Education Fund to Operations and Maintenance Fund	352
B. Consideration of Approval of the Transfer Funds from Operations and Maintenance Fund to Capital Projects Fund	355

X. CONSENT AGENDA

A. Payment of Bills and Financial Statements	
1. Lyons Township High School - Approval is requested for payment of bills within various funds	358
2. Lyons Township High School - The financial statement for the month ending April 30, 2025, is presented for Board Approval	359
3. La Grange Area Department of Special Education (LADSE) - Approval is requested for the financial statement for month ending April 30, 2025 and the payment of bills within various funds	362
B. Human Resources	
1. LTHS Certified and/or Classified Staff Employment Recommendations	
2. LTHS Recommendation to Non-Renew Employment of At-Will Classified/Non- Contractual Supervisory Employee	
3. LADSE Staff Employment Recommendations	
C. 2025 (Unofficial) List of Graduates	410
D. Minutes	
1. Special Meeting (Reorganization) - April 28, 2025	
2. Committee of the Whole with Action Meeting - May 5, 2025 (open and closed sessions)	
3. Parent-Teacher Advisory Behavioral Interventions BOE Committee Minutes - May 13, 2025	
4. Special Meeting (BOE IASB Self Eval Workshop) - May 13, 2025 (open and closed sessions)	
E. Overnight Student Travel	
1. LTTV, Gen Con Indy 2025, Indianapolis, IN, July 30 - August 4, 2025 (B. Allen)	417

XI. PUBLIC PARTICIPATION

XII. CLOSED SESSION

Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees 5ILCS 120/2(c)(2)

XIII. ADJOURNMENT

BY ORDER OF
TIM ALBORES
LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
100 SOUTH BRAINARD AVENUE
LA GRANGE, IL 60525

To: Board of Education
From: Brian Waterman
Date: May 19, 2025
Re: Agenda Approval/Order of Business

Suggested Motion

. . . that the Board of Education approves the agenda as presented.

PUBLIC NOTICES

PUBLIC NOTICE

TAKE NOTICE CASE
2025TX000058, Certificate
204, TO: Sam S. Cozz, Jr.
Coast Family Trust Number
1, Curtis Cozz, Lisa Cozz,
Sam Cozz, Jr., Brian Cozz,
Mary Ann Cozz, Paul Cozz,
Sam S. Cozz, Jr., Joanne
Mazzucco, DuPage County
Clerk, Jeffrey Stone, Stephen
Stone, unknown owners or
parties interested; any and
all unknown occupants. A
Petition for Tax Deed on the
premises described below
has been filed in the
Circuit Court of DuPage
County, Illinois, in case
2025TX000058. The real
estate is described as:
Property Index Number:
02-24-304-016; Commonly
Known As: 4N110 Swift Rd.
Addition, IL. Sold property
was sold on November 17,
2022 for the General Taxes
for the year 2021. The
period of redemption will
expire on 9/30/2025. On
October 17, 2025, the
petitioner will make
application to such court in
said County for an order for
Tax Deed should the real
estate not be redeemed.
Petitioner: Pro Cap 8 FBO
Fisguard Bank
(Published in Addition
Suburban Life April 25,
May 2, 9, 2025) 2243714

PUBLIC NOTICE

TAKE NOTICE CASE
2025TX000061, Certificate:
475, TO: Jyoti Patel, Patel,
Serrano Patel, Jiten Patel,
Chicago Title Land Trust
Company, as Trustee, u/v
1105361, Trust Dated: May
1, 2006, Rohan Patel,
Kavahol Patel, DuPage
County Clerk, JPMorgan
Chase Bank, N/A; unknown
owners or parties interested;
any and all unknown
occupants. A Petition for Tax
Deed on the premises
described below has been
filed in the Circuit Court of
DuPage County, Illinois, in
case 2025TX000061. The
real estate is described as:
Property Index Number:
03-21-303-066; Commonly
Known As: 641 N Highway
Ave. Addition, IL. Sold
property was sold on
November 17, 2022 for the
General Taxes for the
year 2021. The period of
redemption will expire on
9/30/2025. On October 17,
2025, the petitioner will
make application to such
court in said County for an
order for Tax Deed should
the real estate not be
redeemed. Petitioner: Pro
Cap 8 FBO Fisguard Bank.
(Published in Addition
Suburban Life April 25,
May 2, 9, 2025) 2243717

PUBLIC NOTICE

LEGAL NOTICE
Notice is hereby given by
the Board of Education of
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District 204 for the fiscal
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2025 will be on file and
conveniently available for
public inspection at 100
South Brimford, LaGrange,
IL, in the School District after
8:00 a.m. CDT, on the 8th
day of May, 2025.
Notice is further hereby
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will be held at 7:00 p.m.,
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PUBLIC NOTICES

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Disled Number 204, Board
Conference Room 103,
100 South Brimford,
LaGrange, IL.
At: Gloria Glanzoff Frye
Secretary, Board
of Education
Lyons Township
High School
District Number 204
May 8, 2025
(Published in LaGrange
Suburban Life May 8, 2025)
2244089

PUBLIC NOTICE

LEGAL NOTICE
INVITATION TO BID
Sealed bids for the
furnishing of the following:
CHARTER BUS SERVICES
Will be received at the office
of the Board of Trustees of
Morton College, Commonly
Known As: 3801 South Central Avenue,
Oakton, IL 60064, Cook
County until
Monday, June 2, 2025
10:00 A.M., ROOM 203C
At which time bids will be
publicly opened and read
aloud. Inspections to bidders
and/or plans or
specifications may be
obtained from Missy Perez,
Chief Financial Officer at
Missy.perez@morton.edu.
Bids must be submitted in
sealed envelopes plainly
marked Charter Bus Services
- Bid #25-02. Failure to
properly mark envelope
will result in disqualification
of the bid if it is prematurely
opened. Any bids received
after the deadline above will
be returned unopened.
The Board of Trustees
reserves the right to reject
any, all or part of any bid
proposal that does not meet
Morton College's established
specifications.
John A. Collazo
Secretary, Board of Trustees
Morton College
(Published in Berwyn
Suburban Life May 8, 2025)
2244425

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PUBLIC NOTICES

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W. First Street, Elmhurst,
Illinois, 60126, between the
hours of 8:00 a.m. and
5:00 p.m., Monday through
Friday up to the time of the
bid opening. The bid
packet will also be available
in electronic format.
Proposers/bidders may
email Brian Montgomery at
bmontgomery@psd.org to
request an electronic version
of the bid packet.
A bid security in the
amount of 10% of the base
bid will be required to
accompany bid proposals
for this project. The Elmhurst
Park District reserves the right
to reject any or all bids.
This is a Prevailing Wage
Schedule Project and the
contractor and all sub-
contractors are to pay the
prevailing wage for Du
Page/Cook County for the
life of the project and are
responsible for keeping up
with all changes. Certified
payroll is required on this
project by both general and
sub-contractors.
Address any questions to
Brian Montgomery at
Phone: (630) 953-5562 or
Email:
bmontgomery@psd.org
(Published in Elmhurst
Suburban Life May 8,
2025) 2243901

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PUBLIC NOTICES

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LEGAL NOTICE
CERTIFICATE NO. 79684
was filed in the office of
the County Clerk of DuPage
County on April 17, 2025,
wherein the business firm of:
Vital Sheet Electric
LOCATED AT:
7619 GAL AVE.
Darien, IL 60551
was notified that the
true or real names of the
person or persons owning
the business, with their
respective post office
addresses, is/are as
follows:
NAME OR PERSON(S)
GABRIEL J. JONES
HOME ADDRESS
7619 GAL AVE.
DARIEN, IL 60551
IN WITNESS WHEREOF,
I have hereunto set my
hand and Official Seal
of my office in Wheaton,
Illinois, this 17TH day of
April, A.D. 2025.
Jodi Kozzupak
DuPage County Clerk
(Published in Downers
Grove Suburban Life May 1,
5, 15, 2025) 2242308

PUBLIC NOTICE

LEGAL NOTICE
NOTICE OF HEARING
LYONS TOWNSHIP HIGH
SCHOOL DISTRICT NO. 204
COUNTY OF COOK
STATE OF ILLINOIS
NOTICE IS HEREBY GIVEN
that a hearing will be
held on May 18, 2025, at
7:00 a.m., at 100 South
Brimford Avenue, LaGrange,
Illinois 60525, in Room
N-103, to discuss the
intention of the Board of
Education of Lyons
Township High School
District No. 204, Cook
County, Illinois, to transfer
Three Million, Six
Hundred Thousand Dollars
and NO100 Cents
(\$1,600,000.00) from the
Educational Fund to the
Operations & Maintenance
Fund pursuant to Section
17-2A of the School Code
(105 ILCS 5/17-2A).
At: Gloria Glanzoff Frye
Secretary, Board
of Education
Lyons Township
High School
District Number 204
May 8, 2025
(Published in LaGrange
Suburban Life May 8, 2025)
2244095

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(\$1,600,000.00) from the
Educational Fund to the
Operations & Maintenance
Fund pursuant to Section
17-2A of the School Code
(105 ILCS 5/17-2A).
At: Gloria Glanzoff Frye
Secretary, Board
of Education
Lyons Township
High School
District Number 204
May 8, 2025
(Published in LaGrange
Suburban Life May 8, 2025)
2244095

PUBLIC NOTICE

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that a hearing will be
held on May 18, 2025, at
7:00 a.m., at 100 South
Brimford Avenue, LaGrange,
Illinois 60525, in Room
N-103, to discuss the
intention of the Board of
Education of Lyons
Township High School
District No. 204, Cook
County, Illinois, to transfer
Three Million, Six
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LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204

SENIOR SCHOLARSHIP DAY DECLARATION

CLASS OF 2025

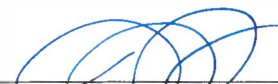
- WHEREAS,** Lyons Township High School District 204 places great importance on the academic achievement and co-curricular involvement of its students throughout their four years of high school; and
- WHEREAS,** the senior students in the Class of 2025 are required to successfully meet the academic standards and expectations of Lyons Township High School District 204 and earn no less than 23 Carnegie Units of credit in order to receive a high school diploma; and
- WHEREAS,** the senior students in the Class of 2025 have distinguished themselves in activities, athletics, and scholarship throughout their four years of high school;
- NOW THEREFORE,** be it resolved that the Board of Education of Lyons Township High School District 204, Cook County, State of Illinois, proudly acknowledges these outstanding students for their commitment, integrity, scholarship, and contributions to the school's traditions, and declares Wednesday, May 21, 2025 as **Senior Scholarship Day** so that the Lyons Township High School community may so honor the Class of 2025 individually and collectively.

Signed this

Monday, April 21, 2025

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204 BOARD OF EDUCATION AND SUPERINTENDENT


Jill A. Grech, President


Jill Beda Daniels, Secretary

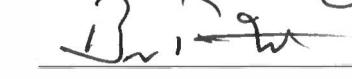

Gioia Giannotti Frye, Board Member


Michael Thomas, Board Member


Tim Albores, Vice-President


Kari Dillon, Board Member


Paula Struwing, Board Member


Brian Waterman, Ed.D., Superintendent

LYONS TOWNSHIP HIGH SCHOOL

DISTRICT 204 OFFICES 100 S. Brainard Ave., LaGrange, IL 60525-2101
• Tel: (708) 579-6462 • Fax: (708) 579-6454 • Email: bstachacz@lths.net • Website: www.lths.net



Brian Stachacz
Director of Business Services

Memorandum

To: Dr. Brian Waterman, Board of Education
From: Brian Stachacz
Date: 5/14/2025
Re: FY26 Education Fund and O&M Fund Capital Outlay Requests (2nd Reading)

Attached you will find a list of capital outlay and equipment recommendations for purchase in the FY26 budget. The District Administration reviewed and provided feedback on the requests in preparation to recommend a final list to the Board of Education. Based upon available funds in the FY 26 budget, we are recommending this list for approval at this time. The total amount for these current requests is estimated to be \$2,841,505 and represents the majority of the "Priority 1" requests that were submitted. (The requests highlighted in blue will either be funded or partially funded by grants.) At this time, I believe that available funds will be able to support these requests. If not, we will re-evaluate these potential expenditures at a later date.

We will discuss this information in detail during the meeting, however, should you have any questions prior to the meeting, please do not hesitate to contact me.

Recommendation: The Board of Education approve the FY26 recommended Education Fund and O&M Fund capital outlay and equipment requests as presented.

Lyons Township High School District 204
Capital Outlay/Equipment Expenditure History

	History							Current Recommended		
	2020-2021 Approved	2021-2022 Approved	2022-2023 Approved	2023-2024 Approved	2024-2025 Approved	Five-Year Average	% of Average Total	2025-2026 Recommended	% of Total	
Applied Arts	4,796	0	0	39,000	0	8,759	0.45%	2,400	0.08%	
Athletics	10,846	11,050	18,300	0	58,152	19,670	1.00%	92,200	3.24%	
Attendance Services	0	0	0	0	0	0	0.00%	0	0.00%	
Bookstore	0	0	0	0	0	0	0.00%	0	0.00%	
Building & Grounds	0	66,346	40,000	104,000	110,000	64,069	3.27%	38,917	1.37%	
Business Services/Transportation	0	0	0	0	110,000	22,000	1.12%	100,000	3.52%	
Community Relations	0	0	0	0	0	0	0.00%	0	0.00%	
Copiers	0	0	0	120,000	160,000	56,000	2.86%	0	0.00%	
Curriculum/Grants	100,422	66,802	56,024	110,759	61,665	79,134	4.04%	78,385	2.76%	
Fine Arts	7,998	16,770	34,085	100,779	79,618	47,850	2.44%	51,405	1.81%	
Food Services/Security	0	0	0	0	0	0	0.00%	0	0.00%	
Global Studies/FCS	0	0	14,889	19,200	0	6,818	0.35%	0	0.00%	
Guidance	0	0	0	0	18,363	3,673	0.19%	0	0.00%	
Human Resources	0	0	9,000	0	0	1,800	0.09%	0	0.00%	
Language Arts	0	0	0	0	0	0	0.00%	0	0.00%	
Learning Resources	0	0	0	0	0	0	0.00%	0	0.00%	
Library	0	0	25,000	0	0	5,000	0.25%	0	0.00%	
LTTV	0	0	0	0	0	0	0.00%	0	0.00%	
Math-Science	0	0	10,580	22,000	55,000	17,516	0.89%	12,425	0.44%	
Physical Welfare	30,711	42,684	35,600	33,345	55,757	39,619	2.02%	35,760	1.26%	
Principal	24,948	99,620	322,071	626,119	334,510	281,454	14.35%	671,263	23.62%	
Special Education	0	4,283	2,992	0	34,475	8,350	0.43%	2,250	0.08%	
Student Activities	0	8,364	0	0	0	1,673	0.09%	0	0.00%	
Student Services	0	0	1,500	0	156,982	31,696	1.62%	0	0.00%	
Superintendent	0	0	0	0	0	0	0.00%	0	0.00%	
Technology	2,207,750	911,500	1,349,500	1,013,500	848,000	1,266,050	64.56%	1,756,500	61.82%	
Testing Services	0	0	0	0	0	0	0.00%	0	0.00%	
Total	<u>2,387,471</u>	<u>1,227,419</u>	<u>1,919,541</u>	<u>2,188,702</u>	<u>2,082,522</u>	<u>1,961,131</u>	100.00%	<u>2,841,505</u>	100.00%	

	A	C	E	F	G	H	I	J
1	<u>Division</u>	<u>SubmittedBy</u>	<u>ItemDescription</u>	<u>Quantity</u>	<u>UnitPrice</u>	<u>ExtendedPrice</u>	<u>Priority</u>	<u>Justification</u>
2	Building and Grounds	bdrake	Paint Machine Replacement - Front End Loader (One for North and One for South)	2	19,457	38,917	1	To replace older existing equipment.
3	Applied Technology	dbuys	Sewing Machines	4	206	827	1	We send machines for repair in the summer, as needed, but some machines are old or not worth the repair cost, so they need to be replaced. At this point we are in that position with 4 of our machines (2 for each campus).
4	Applied Technology	dbuys	ONE+ 18V Cordless Hybrid WHISPER SERIES 14 in. Air Cannon Fan	16	150	2,400	1	For safety reasons, there has been a push over the past couple years to not open the overhead doors in the shop classes. Unlike other shop classrooms, the NC auto shop does not have ceiling fans. This presents a major problem when the weather is hot. The teacher claims to have had 10-15 students faint in my classroom as temperatures get well above 105 (in the shop). Last year this request was also submitted (by Sarah Smith), but was submitted in the form of 16 industrial ceiling fans at \$350 a piece. B&G contents that in order to install these fans an additional \$40,000 should be allocated for the panel and installation. The fans being submitted this year are hybrid, meaning they can run off battery power (sold separately). They are being proposed as solution that allows us to get some air circulating in the shop at a fraction of the price of buying and installing ceiling fans (and potentially a panel). Of the 16 fans, 12 would go in the shop and 4 in the classroom.
5	Applied Technology	dbuys	Grizzly Industrial Tools 17" Floor Variable-Speed Drill Press	2	1,249	2,498	1	At each campus, as many as four different woodworking projects take place simultaneously each semester, depending on the courses being offered. As a result, drill bits must be changed frequently, and the drill press must be recalibrated to accommodate each class. This recalibration process is time-consuming and, in some cases, inhibits students' ability to move forward with their projects.
6	Applied Technology	dbuys	Bambu Lab 3D printer	2	1,500	3,000	1	The new printers like this use multi color material and allow us to print faster and quieter than previous printers. Essentially these printers have new capabilities that the old ones do not have. That being said, we would continue to use the old ones for projects that do not require these new capabilities.
7	Building Request	egroth	Lab Stools	175	71	12,425	1	We have many classrooms with lab stools that are breaking, snagging clothes, and bordering on unsafe.
8	Technology	etennant	Portable Projector Screen and Stand	2	2,000	4,000	1	Replace broken screens and stands used for events and special presentations.
9	Technology	etennant	Additional Vivi Interfaces	50	120	6,000	1	New signage and classroom spaces at SC and additional digital signage system growth across both campuses.
10	Building Request	etennant	Digital Signage	1	7,500	7,500	1	Additional digital signage panels and mounts for locations determined by the Building Team.
11	Building Request	etennant	Digital Signage	1	7,500	7,500	1	Additional digital signage panels and mounts for locations determined by the Building Team.
12	Technology	etennant	Printers / MFPs	3	3,500	10,500	1	Units to replace failed / unrepairable devices.
13	Technology	etennant	Reber Main Stage Screen	1	15,000	15,000	1	Replace unit that is decomposing and unusable above main stage
14	Technology	etennant	Portable displays on carts	10	1,600	16,000	1	55"-65" displays on carts to use for special events and presentations in a variety of spaces. Often used 5/campus, but also available for transport to a single campus for larger events (Cocurricular night, Future Freshman night, Activities fair, College fair, etc.)
15	Technology	etennant	Monitors	50	325	16,250	1	Monitors to add to classrooms, labs, student workspaces, teacher offices
16	Technology	etennant	PC Docks	50	325	16,250	1	Additional docks for Laptop/Chromebook interconnects in classrooms, labs, student workspaces, teacher offices
17	Building Request	etennant	Public Address - NC	1	25,000	25,000	1	Add speakers and call buttons to unserved areas of NC
18	Technology	etennant	Data Switches	10	2,500	25,000	1	Additional network data switches to increase capacity in wiring closets currently unable to support growing quantities of phones, access points, cameras, PCs, etc.
19	Technology	etennant	Classroom Projectors	35	1,500	52,500	1	Replace failed / unrepairable classroom projectors
20	Building Request	etennant	Public Address - SC	1	100,000	100,000	1	Add speakers and call buttons to unserved areas of SC
21	Technology	etennant	Virtualized Processing and Storage Infrastructure	1	400,000	400,000	1	Replacement of VMware virtualization infrastructure with hyperconverged solution - replace aged and increasingly unsupportable solution with one optimized for the school's needs and future growth.
22	Technology	etennant	Student Chromebooks	1100	450	495,000	1	Devices for Incoming Freshman Class + 10% for loaners / breakage replacements. 4-yr life expectancy.
23	Technology	etennant	Specialty Labs PCs	280	2,000	560,000	1	Replace PCs in Specialty Labs (Aviation/Engineering, Digi-Arts/Animation, Publications, Programming/Business Ed, etc.)
24	Building Request	ggardner	New cafeteria outdoor seating	1	80,000	80,000	1	New cafeteria outdoor seating
25	Building Request	ggardner	Annual replacement of South Campus teacher chairs.	4	300	1,200	1	The annual replacement covers broken teacher chairs at South Campus.
26	Building Request	ggardner	Teacher desk chairs for the Corral/Transition Program	6	300	1,800	1	New teacher desk chairs for the Corral/Transition Program
27	Building Request	ggardner	Replacement AED for new Commons/Cafeteria	1	3,000	3,000	1	We are no longer able to order pads for one of our AEDs. We used the old cafeteria AED to cover this location during this school year but will need a new AED once construction is completed in August.
28	Building Request	ggardner	Classroom Teacher Desk Annual Replacements	4	800	3,200	1	These desks replace old/broken desks throughout the year.

	A	C	E	F	G	H	I	J
29	Building Request	ggardner	Correction - CONSTRUCTION - Student Activities Office Furniture	1	4,000	4,000	1	This is a correction for the earlier submission for Student Activities. The request is for \$4000 not \$10,000.
30	Building Request	ggardner	VAPE Detectors new bathrooms renovated bathrooms - HALO-3C ACP CreativIT, LLC.	5	1,200	6,000	1	Vape detectors for the three new single-occupancy bathrooms and the new B&G bathrooms in the new Commons.
31	Building Request	ggardner	Corral - Folding Chairs for the main community room	100	65	6,500	1	We had two staff members injure themselves on the old rusted folding chairs. We disposed of them all in December. We would like to replace these with new folding chairs to provide seating for the various events in that space.
32	Building Request	ggardner	Yoga Dance Studio work (Lighting) - LightningRay Electric LLC.	1	10,000	10,000	1	Lighting replacement for the former Wellness Center to become the new SC Yoga Dance Center
33	Building Request	ggardner	CONSTRUCTION - New Music Wing Office Furniture for both Orchestra/Choir and Band Offices.	1	12,000	12,000	1	This is for the two new office spaces in the new Music Wing at South Campus. We need three office desks and chairs in each space. In addition to a round meeting table.
34	Building Request	ggardner	Yoga Dance Studio work (Mirrors) - LaGrange Glass & Mirror CO.	1	13,500	13,500	1	Mirror installation for the former Wellness Center to become the new SC Yoga Dance Center. Will allow us to provide yoga classes at South Campus. It will also support our dance, poms, cheer, steppers after school.
35	Building Request	ggardner	Yoga Dance Studio work (Floor) - Johnson Flooring	1	34,000	34,000	1	Floor replacement/repair for the former Wellness Center to become the new SC Yoga Dance Center.
36	Building Request	ggardner	Video cameras for the new construction area. (Area D and Area G)	1	35,000	35,000	1	These cameras cover our new music wing, D wing classrooms, new cafeteria commons, and outside in the interior courtyard of the new construction.
37	Building Request	ggardner	South Campus Restorative Intervention Room Furniture	1	36,000	36,000	1	South Campus Restorative Intervention Room Furniture. Now that we have a better idea of how this room functions, we need furniture that will be more flexible and provide some ability to modify the space to meet the needs of the various students that are utilizing this room.
38	Building Request	ggardner	New digital monitors for the new construction areas of South Campus.	26	2,000	52,000	1	Digital monitors for all the new locations in the new construction including drop-in center, faculty cafeteria, student commons, G Wing hallways, lunch lines, cafe signage, security desk
39	Building Request	ggardner	Video Camera Upgrade South Campus Exterior (Phase III)	1	65,000	65,000	1	Video Camera Upgrade South Campus Exterior (Phase III)
40	Building Request	ggardner	Mini-Bus Request - 1 Mini-buses (South Campus)	1	100,000	100,000	1	Requesting an additional mini-bus to provide additional support for the transition program, school usage, and athletic and activity usage throughout the year.
41	Fine Arts	gjames	Yamaha Storia II Small Body Acoustic	2	550	1,100	1	These guitars will serve as the primary instrument for advanced students and staff in all levels of our guitar courses. It has been over 10 years since we have last purchased guitars.
42	Fine Arts	gjames	Sink replacement for room 41	1	3,500	3,500	1	We are looking to replace an old, non-functional sink in room 41 on the north wall of the classroom. To do this, we are requesting a 36" sink with a large basin/tub. This will require the removal of a small part of the counter area to the left of the current sink. Costs include 350 for the sink and additional funds for the installation.
43	Fine Arts	gjames	Guardian Classical/Folk Guitars	20	179	3,580	1	These guitars will replace guitars from SC that were deemed past end of life/use during our transition to our new space. We have not purchased new student instruments in over 10 years and the cost of repair to old instruments is greater than the cost of new instruments.
44	Fine Arts	gjames	Digital camera fleet upgrade	5	750	3,750	1	We are required to upgrade our digital camera fleet annually to keep up with changing technology and wear and tear from student usage. We seek to replace about 5 cameras per year.
45	Fine Arts	gjames	Basic Percussion Work Station	2	2,541	5,082	1	A percussion work station holds all of the various percussion instruments. It keeps them safe, organized in an area where there is a lot of equipment. The current work station at NC is over 40 years old and all of the shelves and drawers are broken which leads to missing and damaged instruments. This needs to be replaced by two basic work stations to accommodate the large number and variety of percussion accumulated over the years.
46	Fine Arts	gjames	Canon Role Printers	2	4,500	9,000	1	The art department is in need of new large scale printers for show and proof printing. The role printers from Canon allow us high quality photo prints while saving on ink and paper costs throughout the year. We are requesting one of these for each campus for use in our digital arts, photography, and animation courses. This printer will also be used to print student work and photographs that will be used in hallway installations by the building team to replace outdated prints.
47	Fine Arts	gjames	CLP775B Matte black Clavinova console digital piano with bench	4	2,449	9,796	1	These instruments are intended for the new music space at SC. When we moved out of the old space, there were several pianos and clavinovas that were rated as "beyond their end of life/use" and not worth the repair or move. We were instructed to leave those in the room and they were removed with construction debris. These items were added to last years capital for notification purposes but we were asked to shift them to this years process.
48	Fine Arts	gjames	P22D-SE 45" Upright piano w/ mute; Satin ebony; with bench	3	5,199	15,597	1	These instruments are intended for the new music space at SC. When we moved out of the old space, there were several pianos and clavinovas that were rated as "beyond their end of life/use" and not worth the repair or move. We were instructed to leave those in the room and they were removed with construction debris. These items were added to last years capital for notification purposes but we were asked to shift them to this years process.
49	PE/Athletics	jgrundke	Touchpad for the swimming timing system	1	1,500	1,500	1	To replace failing touchpads that have been maintained for as long as they can, but they start to corrode due to the pool environment.

	A	C	E	F	G	H	I	J
50	PE/Athletics	jgrundke	Black Roger 2 man Tek Sled for blocking - Football	1	4,300	4,300	1	Provides a smaller training tool to safely work on athletes strength and technique for proper blocking.
51	PE/Athletics	jgrundke	Wrestling Mats	2	14,800	29,600	1	We need to replace two old wrestling mats because they have become compressed over time and now they are too hard. The two oldest mats also have split and become torn due to constant use on the training side of the mat. This is a safety request to keep the athletes safe with a softer mat and to have a mat without rips in it where athletes can get skin infections.
52	PE/Athletics	jgrundke	Basketball Shot Clocks	1	37,000	37,000	1	For the 2026-27 school year, shot clocks will be mandatory for varsity basketball games.
53	PE/Athletics	jgrundke	Portable Scorers Table with Canopy for Cross Country / Track	1	12,300	12,300	1	The scoring table will be used to help score cross country and track meets. The portable table will give a secure place to score the meet and keep the workers and all of the scoring equipment out of the rain and elements.
54	PE/Athletics	jgrundke	Attach Volleyball Machine	1	3,500	3,500	2	The Attach Volleyball Machine will help the volleyball teams train more consistently by creating game like conditions so the players can train repeatedly. This is similar to a pitching machine for baseball or softball.
55	PE/Athletics	jgrundke	Baseball Field Tarp	2	2,000	4,000	2	The field tarps will help preserve the mound and batting box from the elements when we are not playing on the fields.
56	PE/Athletics	kjohns	SuitMate Swimsuit dryers at SC.	2	2,175	4,350	1	The swimsuit dryers at SC are original to when the pool was built and past their useful life. They are consistently out of order as our maintenance team has done all they can to find and repair our current dryers.
57	PE/Athletics	kjohns	Lat pulldown/Low Row Weight Machine	2	3,430	6,860	1	We have spent a considerable amount of time, effort, and funds to renovate our SC weight room to make it functional for our students and athletes to use. The one piece we are still missing is a weighted lat pulldown and low row machine. This machine can do both movements but with the footprint of one machine which helps in our limited space.
58	PE/Athletics	kjohns	Diving board stands - South Campus Pool	2	12,275	24,550	1	The safety of the current diving boards are compromised due to cracks in the stands and the stand separating from the deck mount. While still safe at this time, the current stands are approximately 20 years old and have a useful life of approx 15 years. This would give us new stands and mounts installed to ensure safety and performance.
59	Special Education	mmoore	Electric Hoyer Lift	1	2,250	2,250	1	An electric hoier lift is used to lift and transfer individuals who are non-weight-bearing or need full support. This equipment is needed to assist with transfers between a wheelchair and mat table used for therapies and/or toileting. The district has previously utilized a LADSE-owned hoier lift; however, the IEP-related needs of current and future students in the Transition program justify LTHS purchasing its own lift.
60	Building Request	ssmith	Teacher Chairs	6	200	1,200	1	A standing item as we typically replace broken chairs each year. We went through the four we ordered ahead of this year and have several teachers in need of a new chair already.
61	Building Request	ssmith	Wheelchair Accessible Desks	4	500	2,000	1	We are in need of additional wheelchair accessible desks to be able to accommodate student need
62	Building Request	ssmith	Digital Signage - 55 inch	3	935	2,805	1	These would be used in the Lower Level Library. As we work to transform that space into a new Learning Lions Center Drop-In "hub" the screens will be important tool.
63	Building Request	ssmith	Screens/Digital Signage (as part of NC Weight Room Project)	2	1,500	3,000	1	Two, 86" displays for signage, videos, teaching tool in the Weight Room
64	Building Request	ssmith	Movable White Boards	3	1,000	3,000	1	As part of the learning hub in the LLL, we will require several movable white boards for the different disciplines to use in this communal Drop In Center. Additionally, it will provide some "dividers" between the three subject areas that will be housed there.
65	Building Request	ssmith	8 student desks (flexible)	8	375	3,000	1	We need 8 student desks to bring the total in NC225 from 18 to 26 to complete the room with flexible furniture and make it usable for all classes and not just ML, SPED. This classroom is already outfitted with flexible seating.
66	Building Request	ssmith	Movable accordian wall	1	3,500	3,500	1	Next year, Community Relations will move out of the basement and several other staff members, including our Student Services DC and 504 coordinator will have offices in LLL. The Lower Level Level will also be a Learning Lions Hub for part of the day and will house the Drop-In Center. (So, lots more traffic in that area.) The space within the LLL with the conference room table will need to be a meeting place for staff teams and student groups. As a workaround to permanent walls, I would like to purchase a full motion room divider from Screenflex that will keeps the rest of the lower level library functional while creating a spot to hold meetings. Right now, we are limited in which groups/what meetings can utilize that space because of the lack of privacy.
67	Building Request	ssmith	Cabinetry/Storage in upper library at NC	1	8,500	8,500	1	This if for the addition of cabinetry/storage to the circulation desk area in the NC Upper Level Library. They are currently using old magazine shelves to hold everything. They are open (so you see everything) and not sized well to hold library supplies and materials.
68	Building Request	ssmith	Weight room mirrors - NC	1	9,000	9,000	1	Part of Weight Room project
69	Building Request	ssmith	Weight room flooring - NC	1	36,300	36,300	1	This project was submitted last year and the decision was made to delay it in favor of the SC Weight room.
70	Building Request	ssmith	Phase III of camera installation	1	75,758	75,758	1	This is the third phase of the camera install project. This is for exterior cameras and are necessary for the safety/security of the building.

	A	C	E	F	G	H	I	J
71	Building Request	ssmith	NC and SC - Innovative/Flexible Furniture for classrooms	10	16,000	160,000	1	Associate Principals vetted furniture requests with DCs and prioritized the 15 rooms across campuses that, when furnished with flexible seating, would have the biggest impact on the student experience. We considered the frequency each room is used throughout the day, the restorative practices happening there, the co-taught models being employed, equity among departments/buildings, etc. SC - H110, B126, B115, J210, B119, J107 NC - 220, 210, 349, 206, 329, 183, 345/6, 351, 205
72	Fine Arts	wallan	Manfrotto 612 Tripod System	3	1,600	4,800	1	These tripods are for the production truck cameras. They get used well over 100 times per year, and they require replacement. These tripods will replace the units we purchased in 2019.
73	Fine Arts	wallan	Aputure LED Lighting system	3	2,220	6,660	1	The launch of the new LTTV career pathway has resulted in an explosion of students registered for classes. We simply do not have enough equipment. These lights will replace the KinoFlo lights purchased in 2012.
74	Fine Arts	wallan	FujiFilm XM5 camera kits	12	1,400	16,800	1	The launch of the new LTTV career pathway has resulted in an explosion of students registered for classes. We simply do not have enough equipment. This is equipment that would complete our 2019 budget cycle for class cameras.
75	Fine Arts	wallan	Canon EOS R10 Mirrorless camera kit	12	1,400	16,800	1	The launch of the new LTTV career pathway has resulted in an explosion of students registered for classes. We simply do not have enough equipment. This is equipment that would complete our 2019 budget cycle for class cameras.
76	Fine Arts	wallan	VizRT 3 Play Instant replay system	1	27,000	27,000	1	This is the compatible replay system which would replace our existing 3play system (originally purchased in 2011). This system is installed on our production truck and is crucial to our ongoing award-winning sports production. It is used by students multiple times per month.
77								
78					Total	2,841,505		
79								
80					Tot. Capital	1,085,005		
81					Tot. Tech.	1,756,500		

LYONS TOWNSHIP HIGH SCHOOL

CURRICULUM OFFICE 100 S. Brainard Ave., LaGrange, IL 60525-2101

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SCOTT D. EGGERDING
Director of Curriculum and Instruction

TO: Brian Waterman
FROM: Scott Eggerding, Director of Curriculum and Instruction
Brian Stachacz, Director of Business Services
DATE: March 19, 2025
RE: Student Fees (Second Reading)

As required by the Board Policy 4.140, the following fees are brought forward for review and are recommended for the 2025-2026 school year:

District Textbook Rental is \$75.00 and covers all core course textbooks designated as District Texts and Class Sets.

Student Support Fee is \$25.00 and covers general administrative expenses, printing, postage, and technology expenses not related to Chromebooks.

Technology Fee includes Chromebook, case, charger, insurance, loaner program, technical support, and access to essential software for an annual fee of \$150.

Consumable textbooks are paid for by each student based on the courses selected. (See Appendix 1 for historical fees per course.) Costs for consumables may require adjustment depending on final costs received from suppliers.

Course material fees are paid for by each student based on the courses selected (See Appendix 1 for course material fees.)

All incoming freshmen are charged a \$30.00 fee for a physical education uniform, heart rate monitor strap, and lock during back-to-school week or initial days of school.

Optional fees:

- Behind the wheel driving fee is \$150.00 per student with an additional Secretary of State permit fee (\$20.00) paid to the State.
- AP Exams cost \$98.00 each with an AP Exam Late Fee of \$40.00.
- Seal of Biliteracy Exam Fee is \$25.00 per language test.
- Publication Fee is \$44.00 and includes a yearbook (TAB), newspaper (Lion), and literary magazine (Menagerie).
- Summer School (See Appendix 2 for summer school courses and fees)
 - Tuition for most classes is \$240.00 per semester.
 - For classes that include a \$25 supply fee, tuition is \$265.00 per semester.
 - Summer Driver Education requires Tuition (\$240.00) + Driver Ed fee (\$150.00) with an additional Secretary of State permit fee (\$20.00) paid to the State.

- Transcript Fee is \$10.00.
- A Technology Repair and Replacement Fee is levied based on the specific repair or replacement needed.

Fee waivers are determined using the stipulations delineated in Policy 4.140.

When we conducted research of fees from surrounding districts in 2020, we found that most public high schools charge far more fees than LTHS. For instance, most public high school we surveyed charge a student for each sport they play and each club they join in addition to band, choir and dance fees. LTHS does not charge a software fee in addition to a technology fee as is regular practice at many comparable schools. LT charges less for Driver education than every school we surveyed. We also are one of the very few schools that charge a textbook rental fee of \$75 rather than adopting a textbook model similar to the collegiate level where students purchase all books, consumables, and software access without any subsidy or coordination from the high school. LT ranks near the low end at \$250 per year prior to optional fees with most comparable districts between \$300 and \$600. A few outliers, for students heavily involved in athletics and activities, exceed \$1000 each year with textbooks added on top of that.

RECOMMENDATION:

We recommend the Board approve the fees for the 2025-2026 school year as presented.

	A	B	C	D	E	F	G
1	<u>Proposed Course Fees for the 2025-2026 School Year</u>						
2	<u>Course</u>	<u>Name</u>	<u>Consumable</u>	<u>25-26 Fee</u>		<u>24-25 Fee</u>	<u>Difference</u>
3	All Students	Student Support Fee	N/A	\$25.00		\$25.00	\$0.00
4	All Students	Textbook Rental Fee	N/A	\$75.00		\$75.00	\$0.00
5	All Students	Technology Fee	N/A	\$150.00		\$150.00	\$0.00
6	AL0031	English III Prep LIII	The Kite Runner	\$13.00		\$13.00	\$0.00
7	AL0031	English III Prep LIII	There Are No Children Here	\$13.00		\$13.00	\$0.00
8	AL0041	English IV Prep LIII	The Kite Runner	\$13.00		\$13.00	\$0.00
9	AL0041	English IV Prep LIII	There Are No Children Here	\$13.00		\$13.00	\$0.00
10	AR4421	Draw/Paint Inter LIII	Sketchbook	\$5.00		\$5.00	\$0.00
11	AR4422	Draw/Paint Inter LIII	Sketchbook	\$5.00		\$5.00	\$0.00
12	AR4426	Draw/Paint Inter LIII	Sketchbook	\$5.00		\$5.00	\$0.00
13	AR4427	Draw/Paint Inter LIII	Sketchbook	\$5.00		\$5.00	\$0.00
14	AR4831	Jewelry/Metalsmithing LIII	Safety Eyewear	\$3.00		\$3.00	\$0.00
15	AR4832	Jewelry/Metalsmithing LIII	Safety Eyewear	\$3.00		\$3.00	\$0.00
16	AR4836	Jewelry/Metalsmithing LIII	Safety Eyewear	\$3.00		\$3.00	\$0.00
17	AR4837	Jewelry/Metalsmithing LIII	Safety Eyewear	\$3.00		\$3.00	\$0.00
18	AR4841	Jewel/Metal Inter LIII	Safety Eyewear	\$3.00		\$3.00	\$0.00
19	AR4842	Jewel/Metal Inter LIII	Safety Eyewear	\$3.00		\$3.00	\$0.00
20	AR4846	Jewel/Metal Inter LIII	Safety Eyewear	\$3.00		\$3.00	\$0.00
21	AR4847	Jewel/Metal Inter LIII	Safety Eyewear	\$3.00		\$3.00	\$0.00
22	AR5311	Draw/Paint Beginning LIII	Sketchbook	\$5.00		\$5.00	\$0.00
23	AR5312	Draw/Paint Beginning LIII	Sketchbook	\$5.00		\$5.00	\$0.00
24	AR5316	Draw/Paint Beginning LIII	Sketchbook	\$5.00		\$5.00	\$0.00
25	AR5317	Draw/Paint Beginning LIII	Sketchbook	\$5.00		\$5.00	\$0.00
26	AT3361	Private Pilot Operations LV	Private Pilot Test Prep	\$20.00		\$15.00	\$5.00
27	AT5176	Drones: UAS LIV	Remote Pilot Test Prep	\$14.00		\$12.00	\$2.00
28	AT5177	Drones: UAS LIV	Remote Pilot Test Prep	\$14.00		\$12.00	\$2.00
29	AT5221	Home Maint & Repair LIII	Safety Eyewear	\$3.00		\$3.00	\$0.00
30	AT5222	Home Maint & Repair LIII	Safety Eyewear	\$3.00		\$3.00	\$0.00
31	AT5311	Auto Service & Diag LIV	Safety Eyewear	\$3.00		\$3.00	\$0.00
32	AT5711	Intro to Furn Making 1 LIII	Woods Fee_Furn1	\$55.00		\$55.00	\$0.00
33	AT5711	Intro to Furn Making 1 LIII	Safety Eyewear	\$3.00		\$3.00	\$0.00
34	AT5712	Intro to Furn Making 1 LIII	Woods Fee_Furn1	\$55.00		\$55.00	\$0.00
35	AT5712	Intro to Furn Making 1 LIII	Safety Eyewear	\$3.00		\$3.00	\$0.00
36	AT5716	Intro to Furn Making 1 LIII	Woods Fee_Furn1	\$55.00		\$55.00	\$0.00
37	AT5716	Intro to Furn Making 1 LIII	Safety Eyewear	\$3.00		\$3.00	\$0.00
38	AT5717	Intro to Furn Making 1 LIII	Woods Fee_Furn1	\$55.00		\$55.00	\$0.00
39	AT5717	Intro to Furn Making 1 LIII	Safety Eyewear	\$3.00		\$3.00	\$0.00
40	AT5721	Intro to Furn Making 2 LIII	Woods Fee_Furn 2	\$75.00		\$75.00	\$0.00
41	AT5721	Intro to Furn Making 2 LIII	Safety Eyewear	\$3.00		\$3.00	\$0.00
42	AT5722	Intro to Furn Making 2 LIII	Woods Fee_Furn 2	\$75.00		\$75.00	\$0.00
43	AT5722	Intro to Furn Making 2 LIII	Safety Eyewear	\$3.00		\$3.00	\$0.00
44	AT5727	Intro to Furn Making 2 LIII	Woods Fee_Furn1	\$55.00		\$55.00	\$0.00
45	AT5727	Intro to Furn Making 2 LIII	Safety Eyewear	\$3.00		\$3.00	\$0.00
46	AT5821	Furn/Cab Making I LIV	Woods Fee_Cabinet 1	\$160.00		\$160.00	\$0.00
47	AT5821	Furn/Cab Making I LIV	Safety Eyewear	\$3.00		\$3.00	\$0.00

	A	B	C	D	E	F	G
48	AT5851	Furn/Cab Making II LIV	Safety Eyewear	\$3.00		\$3.00	\$0.00
49	AT5851	Furn/Cab Making II LIV	Woods Fee_ Cabinet 2	\$225.00		\$225.00	\$0.00
50	AT5911	Car Care Essentials LIV	Safety Eyewear	\$3.00		\$3.00	\$0.00
51	AT5912	Car Care Essentials LIV	Safety Eyewear	\$3.00		\$3.00	\$0.00
52	BU4226	Comptr Apps (MOS) LIII	Building a Foundation w/Micros	\$75.00		\$75.00	\$0.00
53	BU4227	Comptr Apps (MOS) LIII	Building a Foundation w/Micros	\$75.00		\$75.00	\$0.00
54	BU4831	PC Repair & Maint (A+) LIII	StarTech.com 11 Pc Tool Kit	\$17.00		\$17.00	\$0.00
55	BU4836	PC Repair & Maint (A+) LIII	StarTech.com 11 Pc Tool Kit	\$17.00		\$17.00	\$0.00
56	BU5511	Accounting 1 LIV	Accounting Workbook ONLINE	\$100.00		\$100.00	\$0.00
57	BU5512	Accounting 1 LIV	Accounting Workbook ONLINE	\$100.00		\$100.00	\$0.00
58	BU5516	Accounting 1 LIV	Accounting Workbook ONLINE	\$100.00		\$100.00	\$0.00
59	BU5517	Accounting 1 LIV	Accounting Workbook ONLINE	\$100.00		\$100.00	\$0.00
60	DR9116	Driver Education LIII	Drivers Education Course	\$150.00		\$150.00	\$0.00
61	DR9116C	Driver Education LIII	Drivers Education Course	\$150.00		\$150.00	\$0.00
62	DR9117	Driver Education LIII	Drivers Education Course	\$150.00		\$150.00	\$0.00
63	DR9117C	Driver Education LIII	Drivers Education Course	\$150.00		\$150.00	\$0.00
64	DR9136	Driver Education ML LIII	Drivers Education Course	\$150.00		\$150.00	\$0.00
65	DR9137	Driver Education ML LIII	Drivers Education Course	\$150.00		\$150.00	\$0.00
66	FC5231	Advanced Culinary Arts LIV	ServSafe Food Handlers	\$15.00		\$15.00	\$0.00
67	FC5232	Advanced Culinary Arts LIV	ServSafe Food Handlers	\$15.00		\$15.00	\$0.00
68	FC5236	Advanced Culinary Arts LIV	ServSafe Food Handlers	\$15.00		\$15.00	\$0.00
69	FC5237	Advanced Culinary Arts LIV	ServSafe Food Handlers	\$15.00		\$15.00	\$0.00
70	FC5282	Fash/Inter Design LIV	Sewing Project Fee	\$25.00		\$25.00	\$0.00
71	FC5286	Fash/Inter Design LIV	Sewing Project Fee	\$25.00		\$25.00	\$0.00
72	FC5287	Fash/Inter Design LIV	Sewing Project Fee	\$25.00		\$25.00	\$0.00
73	FC5292	Advanced Fashion & Design LIV	Sewing Project Fee	\$25.00		\$25.00	\$0.00
74	FC5297	Advanced Fashion & Design LIV	Sewing Project Fee	\$25.00		\$25.00	\$0.00
75	FC5871	Chefs LIV	ServSafe Food Handlers and Man	\$53.00		\$53.00	\$0.00
76	IP2116	Biology LIII	Biology Kit 1	\$3.00		\$3.00	\$0.00
77	IP2216	English I LIII	Shattering Glass	\$10.00		\$10.00	\$0.00
78	IP2216	English I LIII	Independent Reading Choice	\$15.00		\$15.00	\$0.00
79	IP2216	English I LIII	House on Mango Street	\$13.00		\$13.00	\$0.00
80	IP2226	English II LIII	Dry	\$10.00		\$10.00	\$0.00
81	IP2231	English III LIII	The Things They Carried	\$13.00		\$13.00	\$0.00
82	IP2231	English III LIII	Great Gatsby	\$11.00		\$11.00	\$0.00
83	IP2241	English IV LIII	The Distance Between Us	\$13.00		\$13.00	\$0.00
84	IP2241	English IV LIII	Different Seasons	\$13.00		\$13.00	\$0.00
85	IP2241	English IV LIII	Tuesdays with Morrie	\$11.00		\$11.00	\$0.00
86	IP2241	English IV LIII	Night	\$9.00		\$9.00	\$0.00
87	IP2256	English I PSD LIII	Of Mice & Men	\$10.00		\$10.00	\$0.00
88	IP2256	English I PSD LIII	We Beat the Streets	\$7.00		\$7.00	\$0.00
89	IP2256	English I PSD LIII	Shattering Glass	\$10.00		\$10.00	\$0.00
90	IP2266	English II PSD LIII	The Crossing	\$6.00		\$6.00	\$0.00
91	IP2266	English II PSD LIII	Dry	\$10.00		\$10.00	\$0.00
92	IP2266	English II PSD LIII	Sunrise Over Fallujah	\$7.00		\$7.00	\$0.00
93	IP2271	English III PSD LIII	The Things They Carried	\$13.00		\$13.00	\$0.00
94	IP2271	English III PSD LIII	Great Gatsby	\$11.00		\$11.00	\$0.00

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95	IP2281	English IV PSD LIII	The Distance Between Us	\$13.00		\$13.00	\$0.00
96	IP2281	English IV PSD LIII	Different Seasons	\$13.00		\$13.00	\$0.00
97	IP2281	English IV PSD LIII	Tuesdays with Morrie	\$11.00		\$11.00	\$0.00
98	IP2281	English IV PSD LIII	Night	\$9.00		\$9.00	\$0.00
99	IP2516	Reading LIII	READ 180	\$30.00		\$0.00	\$30.00
100	IP2517	Reading LIII	READ 180	\$30.00		\$0.00	\$30.00
101	IP9146	Driver Education LIII	Drivers Education Course	\$150.00		\$150.00	\$0.00
102	LA4351	Multicultural Literature LIII	Uncharted Territory ONLINE	\$9.00		\$9.00	\$0.00
103	LA4352	Multicultural Literature LIII	Uncharted Territory ONLINE	\$9.00		\$9.00	\$0.00
104	LA4361	Eng IV Lit Exp Cr&Ref LIII	Canvas Art Board	\$8.00		\$7.00	\$1.00
105	LA4361	Eng IV Lit Exp Cr&Ref LIII	Sketchbook	\$5.00		\$5.00	\$0.00
106	LA4361	Eng IV Lit Exp Cr&Ref LIII	Tuesdays with Morrie	\$11.00		\$11.00	\$0.00
107	LA4362	Eng IV Lit Exp Cr&Ref LIII	Canvas Art Board	\$8.00		\$7.00	\$1.00
108	LA4362	Eng IV Lit Exp Cr&Ref LIII	Sketchbook	\$5.00		\$5.00	\$0.00
109	LA4362	Eng IV Lit Exp Cr&Ref LIII	Tuesdays with Morrie	\$11.00		\$11.00	\$0.00
110	LA4371	Eng IV Prep Lit of Comedy LIII	Importance of Being Earnest	\$4.00		\$4.00	\$0.00
111	LA4371	Eng IV Prep Lit of Comedy LIII	Lit Circle Consummable Choice	\$15.00		\$15.00	\$0.00
112	LA4371C	Eng IV Prep Lit of Comedy LIII	Importance of Being Earnest	\$4.00		\$4.00	\$0.00
113	LA4371C	Eng IV Prep Lit of Comedy LIII	Lit Circle Consummable Choice	\$15.00		\$15.00	\$0.00
114	LA4372	Eng IV Prep Lit of Comedy LIII	Importance of Being Earnest	\$4.00		\$4.00	\$0.00
115	LA4372	Eng IV Prep Lit of Comedy LIII	Lit Circle Consummable Choice	\$15.00		\$15.00	\$0.00
116	LA4372C	Eng IV Prep Lit of Comedy LIII	Importance of Being Earnest	\$4.00		\$4.00	\$0.00
117	LA4372C	Eng IV Prep Lit of Comedy LIII	Lit Circle Consummable Choice	\$15.00		\$15.00	\$0.00
118	LA4391	Eng IV Prp Visual LIII	Different Seasons	\$13.00		\$13.00	\$0.00
119	LA4391C	Eng IV Prp Visual LIII	Different Seasons	\$13.00		\$13.00	\$0.00
120	LA4392	Eng IV Prp Visual LIII	Different Seasons	\$13.00		\$13.00	\$0.00
121	LA4392C	Eng IV Prp Visual LIII	Different Seasons	\$13.00		\$13.00	\$0.00
122	LA5116	English I Prep LIII	2 Student Choice Novels	\$30.00		\$30.00	\$0.00
123	LA5116	English I Prep LIII	Mexican Whiteboy	\$9.00		\$9.00	\$0.00
124	LA5116	English I Prep LIII	She Kills Monsters	\$14.00		\$14.00	\$0.00
125	LA5116C	English I Prep LIII	2 Student Choice Novels	\$30.00		\$30.00	\$0.00
126	LA5116C	English I Prep LIII	Mexican Whiteboy	\$9.00		\$9.00	\$0.00
127	LA5116C	English I Prep LIII	She Kills Monsters	\$14.00		\$14.00	\$0.00
128	LA5126	English II Prep LIII	The Czar of Love & Techno	\$13.00		\$13.00	\$0.00
129	LA5126C	English II Prep LIII	The Czar of Love & Techno	\$13.00		\$13.00	\$0.00
130	LA5127	English II Prep LIII	The Czar of Love & Techno	\$13.00		\$13.00	\$0.00
131	LA5127C	English II Prep LIII	The Czar of Love & Techno	\$13.00		\$13.00	\$0.00
132	LA5231	Eng IV World Perspectives LIII	Antigone	\$6.00		\$6.00	\$0.00
133	LA5231	Eng IV World Perspectives LIII	Lit Circle Consummable Choice	\$15.00		\$15.00	\$0.00
134	LA5231	Eng IV World Perspectives LIII	The Things She's Seen	\$9.00		\$9.00	\$0.00
135	LA5331	American Lit & Comp Prep LIII	The Things They Carried	\$13.00		\$13.00	\$0.00
136	LA5331	American Lit & Comp Prep LIII	Great Gatsby	\$11.00		\$11.00	\$0.00
137	LA5331	American Lit & Comp Prep LIII	The Crucible	\$12.00		\$0.00	\$12.00
138	LA5331	American Lit & Comp Prep LIII	Between the World and Me	\$19.00		\$0.00	\$19.00
139	LA5331	American Lit & Comp Prep LIII	We Have Always Lived in a Castle	\$13.00		\$0.00	\$13.00
140	LA5331	American Lit & Comp Prep LIII	Uncharted Territory ONLINE	\$9.00		\$9.00	\$0.00
141	LA5331C	American Lit & Comp Prep LIII	The Things They Carried	\$13.00		\$13.00	\$0.00

	A	B	C	D	E	F	G
142	LA5331C	American Lit & Comp Prep LIII	Great Gatsby	\$11.00		\$11.00	\$0.00
143	LA5331C	American Lit & Comp Prep LIII	The Crucible	\$12.00		\$0.00	\$12.00
144	LA5331C	American Lit & Comp Prep LIII	Between the World and Me	\$19.00		\$0.00	\$19.00
145	LA5331C	American Lit & Comp Prep LIII	We Have Always Lived in a Castle	\$13.00		\$0.00	\$13.00
146	LA5331C	American Lit & Comp Prep LIII	Uncharted Territory ONLINE	\$9.00		\$9.00	\$0.00
147	LA5511	Stage Tech LIII	Safety Eyewear	\$3.00		\$3.00	\$0.00
148	LA5736	Journalistic Writing LIV	Reporters Notebook	\$3.00		\$3.00	\$0.00
149	LA5737	Journalistic Writing LIV	Reporters Notebook	\$3.00		\$3.00	\$0.00
150	LA5741	Eng III Prep Am Studies LIII	The Things They Carried	\$13.00		\$13.00	\$0.00
151	LA5741	Eng III Prep Am Studies LIII	Great Gatsby	\$11.00		\$11.00	\$0.00
152	LA5741	Eng III Prep Am Studies LIII	Uncharted Territory ONLINE	\$9.00		\$9.00	\$0.00
153	LA7116	English I Accel LIV	Lit Circle Consummable Choice	\$15.00		\$15.00	\$0.00
154	LA7116	English I Accel LIV	The Nickel Boys	\$12.00		\$12.00	\$0.00
155	LA7116	English I Accel LIV	Othello	\$5.00		\$5.00	\$0.00
156	LA7116	English I Accel LIV	Odyssey/Wilson	\$15.00		\$15.00	\$0.00
157	LA7126	English II Accel LIV	Lord of the Flies	\$9.00		\$9.00	\$0.00
158	LA7126	English II Accel LIV	Chronicle of a Death Foretold	\$12.00		\$12.00	\$0.00
159	LA7331	American Lit & Comp Accel LIV	The Things They Carried	\$13.00		\$13.00	\$0.00
160	LA7331	American Lit & Comp Accel LIV	Great Gatsby	\$11.00		\$11.00	\$0.00
161	LA7331	American Lit & Comp Accel LIV	The Crucible	\$12.00		\$0.00	\$12.00
162	LA7331	American Lit & Comp Accel LIV	Between the World and Me	\$19.00		\$0.00	\$19.00
163	LA7331	American Lit & Comp Accel LIV	We Have Always Lived in a Castle	\$12.00		\$0.00	\$12.00
164	LA7331	American Lit & Comp Accel LIV	Uncharted Territory ONLINE	\$9.00		\$9.00	\$0.00
165	LA7411	Eng III Accel Am Studies LIV	The Crucible	\$12.00		\$12.00	\$0.00
166	LA7411	Eng III Accel Am Studies LIV	Slaughterhouse Five	\$7.00		\$7.00	\$0.00
167	LA7411	Eng III Accel Am Studies LIV	The Things They Carried	\$13.00		\$13.00	\$0.00
168	LA7411	Eng III Accel Am Studies LIV	Great Gatsby	\$11.00		\$11.00	\$0.00
169	LA7411	Eng III Accel Am Studies LIV	Lit Circle Consummable Choice	\$15.00		\$15.00	\$0.00
170	LA7411	Eng III Accel Am Studies LIV	Between the World and Me	\$19.00		\$19.00	\$0.00
171	LA7411	Eng III Accel Am Studies LIV	The Piano Lesson	\$11.00		\$11.00	\$0.00
172	LA7411	Eng III Accel Am Studies LIV	Uncharted Territory ONLINE	\$9.00		\$9.00	\$0.00
173	LA8116	English I Honor LV	Seagull Reader Stories	\$40.00		\$40.00	\$0.00
174	LA8116	English I Honor LV	Independent Reading Choice	\$15.00		\$15.00	\$0.00
175	LA8116	English I Honor LV	Othello	\$5.00		\$5.00	\$0.00
176	LA8116	English I Honor LV	Odyssey/Wilson	\$15.00		\$15.00	\$0.00
177	LA8126	English II Honor LV	How Much of these Hills Gold	\$13.00		\$13.00	\$0.00
178	LA8126	English II Honor LV	Chronicle of a Death Foretold	\$12.00		\$12.00	\$0.00
179	LA8127	English II Honor LV	How Much of these Hills Gold	\$13.00		\$13.00	\$0.00
180	LA8127	English II Honor LV	Chronicle of a Death Foretold	\$12.00		\$12.00	\$0.00
181	LA8241	English IV AP Lit&Comp LV	To The Lighthouse	\$11.00		\$11.00	\$0.00
182	LA8241	English IV AP Lit&Comp LV	Hamlet	\$5.00		\$5.00	\$0.00
183	LA8241	English IV AP Lit&Comp LV	Jane Eyre	\$7.00		\$7.00	\$0.00
184	LA8241	English IV AP Lit&Comp LV	The Dubliners	\$6.00		\$6.00	\$0.00
185	LA8241	English IV AP Lit&Comp LV	Ethan Frome	\$6.00		\$6.00	\$0.00
186	LA8241	English IV AP Lit&Comp LV	The Namesake	\$13.00		\$13.00	\$0.00
187	LA8311	English III AP Lang&Comp LV	Beloved	\$13.00		\$13.00	\$0.00
188	LA8311	English III AP Lang&Comp LV	The Things They Carried	\$13.00		\$13.00	\$0.00

	A	B	C	D	E	F	G
189	LA8311	English III AP Lang&Comp LV	Great Gatsby	\$11.00		\$11.00	\$0.00
190	LA8311	English III AP Lang&Comp LV	In the Time for Butterflies	\$15.00		\$15.00	\$0.00
191	LA8311	English III AP Lang&Comp LV	Lit Circle Consummable Choice	\$15.00		\$0.00	\$15.00
192	LA8311	English III AP Lang&Comp LV	Uncharted Territory ONLINE	\$9.00		\$9.00	\$0.00
193	LA8351	Eng IV Rhet[AP Lang & Comp]LV	Siddhartha	\$6.00		\$6.00	\$0.00
194	LA8351	Eng IV Rhet[AP Lang & Comp]LV	Hamlet	\$5.00		\$5.00	\$0.00
195	LA8351	Eng IV Rhet[AP Lang & Comp]LV	Novel: 1984	\$8.00		\$8.00	\$0.00
196	LA8351	Eng IV Rhet[AP Lang & Comp]LV	Behind the Beautiful Forevers	\$14.00		\$14.00	\$0.00
197	LA9031	Beginning ML LIII	Step Forward	\$36.00		\$36.00	\$0.00
198	LA9036	Beginning ML LIII	Step Forward	\$36.00		\$36.00	\$0.00
199	LA9041	Advanced ML LIII	Step Forward	\$36.00		\$36.00	\$0.00
200	LA9046	Advanced ML LIII	Step Forward	\$36.00		\$36.00	\$0.00
201	LA9131	Intermediate ML LIII	Step Forward	\$36.00		\$36.00	\$0.00
202	LA9136	Intermediate ML LIII	Step Forward	\$36.00		\$36.00	\$0.00
203	MA4136	Algebra 1 Prep	Amplify Desmos Math	\$34.00		\$0.00	\$34.00
204	MA4146	Algebra 1 Accelerated	Amplify Desmos Math	\$34.00		\$0.00	\$34.00
205	MA4156	Algebra 1 Prep ML	Amplify Desmos Math	\$34.00		\$0.00	\$34.00
206	MA4166	Algebra 1 Accelerated ML	Amplify Desmos Math	\$34.00		\$0.00	\$34.00
207	MU5211	Symphony Orchestra LIV	Habits of a Successful String	\$10.00		\$10.00	\$0.00
208	MU5226	Concert Orchestra LIII	Habits of a Successful String	\$10.00		\$10.00	\$0.00
209	MU5231	Sinfonietta LIV	Habits of a Successful String	\$10.00		\$10.00	\$0.00
210	MU5811	Music Theory AP LV	Music Theory Text	\$150.00		\$140.00	\$10.00
211	MU5811	Music Theory AP LV	Auralia 6 Cloud Software	\$40.00		\$35.00	\$5.00
212	MU6611	Guitar LIII	Guitar I Stang 2nd Ed	\$11.00		\$11.00	\$0.00
213	MU6616	Guitar LIII	Guitar I Stang 2nd Ed	\$11.00		\$11.00	\$0.00
214	MU6622	Intermediate Guitar LIII	Guitar II Stang	\$11.00		\$11.00	\$0.00
215	PE7401	Sports Officiating LIII	NFHS Rules Bundle	\$36.00		\$30.00	\$6.00
216	PE7402	Sports Officiating LIII	NFHS Rules Bundle	\$36.00		\$30.00	\$6.00
217	PE7611	Scuba Diving LIII	PADI Crew Pac Imperial 60300	\$67.00		\$48.00	\$19.00
218	PE7612	Scuba Diving LIII	PADI Crew Pac Imperial 60300	\$67.00		\$48.00	\$19.00
219	PE7621	Scuba Diving II LIII	PADI Adventure in Diving 70139	\$44.00		\$32.00	\$12.00
220	PE7622	Scuba Diving II LIII	PADI Adventure in Diving 70139	\$44.00		\$32.00	\$12.00
221	PE8116A	Freshman PE A LIII	PE uniform,lock and strap	\$37.00		\$30.00	\$7.00
222	PE8116B	Freshman PE B LIII	PE uniform,lock and strap	\$37.00		\$30.00	\$7.00
223	SN2111	Intro to Healthcare Crs LIII	Navigate 2 Advantage Access	\$55.00		\$55.00	\$0.00
224	SN2111	Intro to Healthcare Crs LIII	Stethoscope	\$15.00		\$15.00	\$0.00
225	SN2116	Intro to Healthcare Crs LIII	Navigate 2 Advantage Access	\$55.00		\$55.00	\$0.00
226	SN2116	Intro to Healthcare Crs LIII	Stethoscope	\$15.00		\$15.00	\$0.00
227	SN2117	Intro to Healthcare Crs LIII	Navigate 2 Advantage Access	\$55.00		\$55.00	\$0.00
228	SN2117	Intro to Healthcare Crs LIII	Stethoscope	\$15.00		\$15.00	\$0.00
229	SN2121	Medical Terminology LIII	Exploring Medical Language	\$80.00		\$75.00	\$5.00
230	SN2122	Medical Terminology LIII	Exploring Medical Language	\$80.00		\$75.00	\$5.00
231	SN2126	Medical Terminology LIII	Exploring Medical Language	\$80.00		\$75.00	\$5.00
232	SN2127	Medical Terminology LIII	Exploring Medical Language	\$80.00		\$75.00	\$5.00
233	SN7611	STEM Research LIV	STEM Research Handbook	\$32.00		\$28.00	\$4.00
234	SS7131	US History Accelerated LIV	US History Prep for Exams	\$28.00		\$28.00	\$0.00
235	SS7411	US Hist Accel Am Studies LIV	US History Prep for Exams	\$28.00		\$28.00	\$0.00

	A	B	C	D	E	F	G
236	SS8111	U.S. History AP LV	US History Prep for Exams	\$28.00		\$28.00	\$0.00
237	SS8242	Comp Gov AP LV	SY25 APEXam-CompGov&Politics	\$99.00		\$99.00	\$0.00
238	SS8262	Macro Econ AP LV	Macro Econ Wkbk	\$30.00		\$30.00	\$0.00
239	SS8317	U.S. Gov AP LV	AMSCO AP US Gov't & Politics	\$28.00		\$28.00	\$0.00
240	SS8351	AP African Am. Studies LV	Freedom on My MInd Online Acce	\$7.00		\$7.00	\$0.00
241	SS8481	Micro Econ AP LV	Micro Econ Wkbk	\$30.00		\$30.00	\$0.00
242	SS8511	Psych AP LV	AP Psychology Online Access	\$7.00		\$0.00	\$7.00
243	WL5116	Latin I Prep LIII	Ecce Romani -LA purple wkbk	\$22.00		\$22.00	\$0.00
244	WL5126	Latin II Prep LIII	Ecce Romani -LA green wkbk	\$22.00		\$22.00	\$0.00
245	WL5211	Spanish I Prep LIII	Span I Wkbk Vocab & Gram Lev1	\$27.00		\$27.00	\$0.00
246	WL5211	Spanish I Prep LIII	Autentico Online Access	\$20.00		\$0.00	\$20.00
247	WL5216	Spanish I Prep LIII	Span I Wkbk Vocab & Gram Lev1	\$27.00		\$27.00	\$0.00
248	WL5216	Spanish I Prep LIII	Autentico Online Access	\$20.00		\$0.00	\$20.00
249	WL5216	Spanish I Prep LIII	Headset/World Language Course	\$12.00		\$12.00	\$0.00
250	WL5221	Spanish II Prep LIII	Span II Wkbk Vocab&Gram Lev 2	\$27.00		\$27.00	\$0.00
251	WL5221	Spanish II Prep LIII	Autentico Online Access	\$20.00		\$0.00	\$20.00
252	WL5221	Spanish II Prep LIII	La Llorona de Mazatlan	\$13.00		\$13.00	\$0.00
253	WL5226	Spanish II Prep LIII	Span II Wkbk Vocab&Gram Lev 2	\$27.00		\$27.00	\$0.00
254	WL5226	Spanish II Prep LIII	Autentico Online Access	\$20.00		\$0.00	\$20.00
255	WL5226	Spanish II Prep LIII	La Llorona de Mazatlan	\$13.00		\$13.00	\$0.00
256	WL5226	Spanish II Prep LIII	Headset/World Language Course	\$12.00		\$12.00	\$0.00
257	WL5416	French I Prep LIII	Headset/World Language Course	\$12.00		\$12.00	\$0.00
258	WL5416	French I Prep LIII	D'Accord 2024 L1 CE Fr I Wkbk	\$30.00		\$30.00	\$0.00
259	WL5426	French II Prep LIII	Headset/World Language Course	\$12.00		\$12.00	\$0.00
260	WL5426	French II Prep LIII	D'Accord 2024 L1 CE Fr I Wkbk	\$30.00		\$30.00	\$0.00
261	WL5616	German I Prep LIII	Headset/World Language Course	\$12.00		\$12.00	\$0.00
262	WL5616	German I Prep LIII	German Portfolio1 Online	\$14.00		\$14.00	\$0.00
263	WL5626	German II Prep LIII	German Portfolio 2 Online	\$14.00		\$14.00	\$0.00
264	WL6116	Italian I Prep LIII	Headset/World Language Course	\$12.00		\$12.00	\$0.00
265	WL6117	Italian I Prep LIII	Italian HUB	\$68.00		\$68.00	\$0.00
266	WL6126	Italian II Prep LIII	Italian HUB	\$68.00		\$68.00	\$0.00
267	WL7116	Latin I Accel LIV	Ecce Romani -LA purple wkbk	\$22.00		\$22.00	\$0.00
268	WL7126	Latin II Accel LIV	Ecce Romani -LA green wkbk	\$22.00		\$22.00	\$0.00
269	WL7141	Latin Poetry Accel LIV	Legamus Catullus	\$34.00		\$34.00	\$0.00
270	WL7141	Latin Poetry Accel LIV	Legamus Ovid	\$34.00		\$34.00	\$0.00
271	WL7141	Latin Poetry Accel LIV	Legamus Vergil	\$34.00		\$34.00	\$0.00
272	WL7206	Spanish for Heritage Spkrs LIV	Headset/World Language Course	\$12.00		\$12.00	\$0.00
273	WL7211	Spanish I Accel LIV	Span I Wkbk Vocab & Gram Lev1	\$27.00		\$27.00	\$0.00
274	WL7216	Spanish I Accel LIV	Span I Wkbk Vocab & Gram Lev1	\$27.00		\$27.00	\$0.00
275	WL7216	Spanish I Accel LIV	Headset/World Language Course	\$12.00		\$12.00	\$0.00
276	WL7221	Spanish II Accel LIV	Span II Wkbk Vocab&Gram Lev 2	\$27.00		\$27.00	\$0.00
277	WL7221	Spanish II Accel LIV	La Llorona de Mazatlan	\$13.00		\$13.00	\$0.00
278	WL7226	Spanish II Accel LIV	Span II Wkbk Vocab&Gram Lev 2	\$27.00		\$27.00	\$0.00
279	WL7226	Spanish II Accel LIV	La Llorona de Mazatlan	\$13.00		\$13.00	\$0.00
280	WL7226	Spanish II Accel LIV	Headset/World Language Course	\$12.00		\$12.00	\$0.00
281	WL7231	Spanish III Accel LIV	Span III Wkbk-Vocab &GramLev3	\$27.00		\$27.00	\$0.00
282	WL7231	Spanish III Accel LIV	Edunovela:El tiempo TV SERIES	\$19.00		\$19.00	\$0.00

	A	B	C	D	E	F	G
283	WL7236	Spanish III Accel LIV	Span III Wkbk-Vocab &GramLev3	\$27.00		\$27.00	\$0.00
284	WL7236	Spanish III Accel LIV	Edunovela:El timepo TV SERIES	\$19.00		\$19.00	\$0.00
285	WL7316	Italian I Accel LIV	Headset/World Language Course	\$12.00		\$12.00	\$0.00
286	WL7316	Italian I Accel LIV	Italian HUB	\$68.00		\$68.00	\$0.00
287	WL7326	Italian II Accel LIV	Italian HUB	\$68.00		\$68.00	\$0.00
288	WL7331	Italian III Accel LIV	Italian HUB	\$68.00		\$68.00	\$0.00
289	WL7341	Italian IV Accel LIV	Italian HUB	\$68.00		\$68.00	\$0.00
290	WL7416	French I Accel LIV	Headset/World Language Course	\$12.00		\$12.00	\$0.00
291	WL7416	French I Accel LIV	D'Accord 2024 L1 CE Fr I Wkbk	\$30.00		\$30.00	\$0.00
292	WL7426	French II Accel LIV	Headset/World Language Course	\$12.00		\$12.00	\$0.00
293	WL7426	French II Accel LIV	D'Accord 2024 L1 CE Fr I Wkbk	\$30.00		\$30.00	\$0.00
294	WL7431	French III Accel LIV	D'Accord 2024 L2 CE Fr II Wkbk	\$30.00		\$30.00	\$0.00
295	WL7436	French III Accel LIV	D'Accord 2024 L2 CE Fr II Wkbk	\$30.00		\$30.00	\$0.00
296	WL7451	French V LIV	Petit Pays Reader	\$18.00		\$18.00	\$0.00
297	WL7616	German I Accel LIV	Headset/World Language Course	\$12.00		\$12.00	\$0.00
298	WL7616	German I Accel LIV	German Portfolio1 Online	\$14.00		\$14.00	\$0.00
299	WL7626	German II Accel LIV	German Portfolio 2 Online	\$14.00		\$14.00	\$0.00
300	WL7661	German Communication Accel LIV	German Portfolio 3/4 Online	\$16.00		\$16.00	\$0.00
301	WL7816	American Sign Language I LIII	True+Way ASL Website Subscript	\$40.00		\$36.00	\$4.00
302	WL7821	American Sign Language II LIII	True+Way ASL Website Subscript	\$40.00		\$36.00	\$4.00
303	WL7826	American Sign Language II LIII	True+Way ASL Website Subscript	\$40.00		\$36.00	\$4.00
304	WL7916	American Sign Language I LIV	True+Way ASL Website Subscript	\$40.00		\$36.00	\$4.00
305	WL7921	American Sign Language II LIV	True+Way ASL Website Subscript	\$40.00		\$36.00	\$4.00
306	WL7926	American Sign Language II LIV	True+Way ASL Website Subscript	\$40.00		\$36.00	\$4.00
307	WL8231	Spanish IIIH ACP LV	Edunovela:El timepo TV SERIES	\$19.00		\$19.00	\$0.00
308	WL8231	Spanish IIIH ACP LV	Exploraciones Online Access	\$50.00		\$0.00	\$50.00
309	WL8236	Spanish IIIH ACP LV	Edunovela:El timepo TV SERIES	\$19.00		\$19.00	\$0.00
310	WL8236	Spanish IIIH ACP LV	Exploraciones Online Access	\$50.00		\$0.00	\$50.00
311	WL8241	Spanish IVH ACP LV	Edunovela:Gran Hotel TV SERIES	\$24.00		\$24.00	\$0.00
312	WL8241	Spanish IVH ACP LV	Exploraciones Online Access	\$50.00		\$0.00	\$50.00
313	WL8341	Italian AP LV	Ace the Italian AP Exam 5E	\$72.00		\$50.00	\$22.00
314	WL8411	French Lang AP LV	Quant a Moi Wkbk	\$88.00		\$88.00	\$0.00
315	WL8411	French Lang AP LV	AP French Wkbk	\$48.00		\$48.00	\$0.00
316	WL8431	French IIIH ACP LV	Reseau Digital Access	\$75.00		\$0.00	\$75.00
317	WL8436	French IIIH ACP LV	Reseau Digital Access	\$75.00		\$0.00	\$75.00
318	WL8441	French IVH ACP LV	Reseau Digital Access	\$75.00		\$0.00	\$75.00

LYONS TOWNSHIP HIGH SCHOOL

CURRICULUM OFFICE 100 S. Brainard Ave., LaGrange, IL 60525-2101

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SCOTT D. EGGERDING
Director of Curriculum and Instruction

TO: Brian Waterman
Board of Education

FROM: Scott D. Eggerding 

DATE: May 19, 2025

RE: 2025-2026 Calendar Modification (Second Reading)

INFORMATION:

We are recommending an amendment to the 2025–2026 school calendar in order to remove one certified staff workday. This change is necessary to align with the number of certified staff workdays outlined in the current negotiated agreement, which allows for 183 workdays.

The proposed amendment would designate **Friday, February 13, 2026** as a non-attendance day for both students and certified staff. This date aligns with the 2023–2024 school calendar, where the Friday preceding Presidents Day was similarly used as a non-attendance day. Historically, families have utilized this extended weekend to schedule college visits, particularly for juniors and seniors.

With this adjustment, certified staff will have 183 workdays, and the student attendance calendar will continue to meet all state requirements. The number of student attendance days will remain consistent.

School code requires 176 student attendance days, 4 Institute Days, and 5 emergency days built into the calendar.

Details include:

- 176 school days
- 83 days First Semester, 93 days Second Semester, plus 1 day for PT conferences
- 183 teacher work days
- 187 total days, including emergency, institute and teacher work days.

Significant Dates (Unchanged)

First day of school	August 18
Last day of Semester 1	December 19
First day of Semester 2	January 6
Spring Break	March 30-April 3
Last day of Semester 2	May 29
Graduation	May 27

RECOMMENDATION:

Approve the modified 2025-2026 School Calendar as presented.



LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204

UPDATED 2025-2026 SCHOOL CALENDAR

May 5, 2025

August 2025

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2026

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

OPENING/CLOSING DAYS OF SCHOOL

- August 18 (A) First Day of School
- May 29 (Ω) Last Day of School

STUDENT NON-ATTENDANCE DAYS (✱)

- August 13 District Institute Day
- August 14 Teacher Work Day
- September 1 Labor Day
- October 10 District Institute Day
- October 13 Columbus/Indigenous Peoples Day
- October 24 Non-Attendance Day
- November 26 Non-Attendance Day
- November 27-28 Thanksgiving Holiday
- Dec.22-Jan. 2 Winter Break
- January 5 Teacher Work Day
- January 19 M.L. King, Jr. Day
- February 13 Non-Attendance Day
- February 16 Presidents' Day
- February 27 District Institute Day
- March 20 District Institute Day
- March 30-April 3 Spring Break
- April 6 Non-attendance Day
- May 25 Memorial Day
- June 19 Juneteenth
- July 3 Independence Day (Observed)

LATE START DAYS: First period starts at 9:15a.m. every Wednesday except for: 9/24, 11/19, 12/17, 1/28, 3/11, 5/27

SCHOOL IMPROVEMENT DAYS 11:30 a.m. Dismissal September 24, November 19, January 28, March 11

PARENT-TEACHER CONFERENCE DAYS (Δ)

- October 22 5:00-9:00 p.m.
- October 23 11:30 a.m. dismissal
Conferences 1:00-7:30 p.m.

GRADING PERIODS

- October 17 Q1 1st quarter
- December 19 S1 End of Q2 and Sem 1
- March 13 Q3 3rd quarter
- May 29 Ω End of Q4 and Sem 2

MISCELLANEOUS

- August 6, 7, 11 Book Pick-up Days
- August 15 Frosh Experience Day
- September 4 S. C. Open House
- September 11 N. C. Open House
- September 15-20 Homecoming Week
- December 17-19 1st semester Finals
- April 9 (Δ) PACT10 for sophomores; no school freshmen
- April 10 (Δ) ACT for juniors; PACT 9 for freshmen; no school sophomores and seniors
- May 27-29 2nd semester Finals
- June 1-5 Emergency Days
- June 8-26 [Summer School Sem. 1]
- June 29-July 17 {Summer School Sem. 2}

COMMENCEMENT (✱)

- May 27 2:00 p.m. Bennett Field

February 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2026

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 2026

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Emergency Days may be used as school days if school closes unexpectedly during the regular school year.

LYONS TOWNSHIP HIGH SCHOOL

DISTRICT 204 OFFICES 100 S. Brainard Ave., LaGrange, IL 60525-2101

· Tel: (708) 579-6462 · Fax: (708) 579-6454 · Email: bstachacz@lths.net · Website: www.lths.net



Brian Stachacz
Director of Business Services

Memorandum

To: District 204 Board of Education
From: Brian Stachacz, Director of Business Services
Date: 5/14/25
Re: Repair of Brick Walls in SC Gymnasiums – Request for Emergency Authorization

Information: It has recently come to our attention that emergency repairs will need to be made to several interior walls within Gyms 1, 2, 3 and 4 at South Campus. The glazed block facing of the wall is crumbling in several spots (see attached photos), thus requiring the repair. Our architects from DLA have inspected the area and determined that there are no current structural issues with the area. However, it is our recommendation that we complete these repairs using emergency authorization so that this area does not continue to deteriorate, which may become a safety issue without the repair.

Ideally, we will have this project completed during the coming summer months so that it is complete for the start of the 2025-2026 school year. With the need for this project to be completed in an expedited manner, we are asking the Board to grant an emergency exemption under Illinois School Code that allows for a project of this nature to be completed without the bidding process. Under that exemption, the expenditure needs to be considered an emergency (which we believe is the case here) and such emergency expenditure needs to be approved by $\frac{3}{4}$ of the members of the Board of Education. (Section 105 ILCS 5/10-20.21 Exception XIV). We normally do not ask for the use of this provision and have only done so three times within the last 10 years. We do however believe that this project meets the appropriate criteria to be considered for this exemption..

We currently have a quote of \$443,700 from Happ Builders, Inc. to remove and replace these glazed block walls. With approval for this provision, we would have Happ Builders complete the necessary repairs during the upcoming summer months.

Recommendation: The Board of Education approve the use of the emergency provision in the Illinois School Code that allows for the mentioned brick wall replacement in the South Campus Gymnasiums to be completed without the use of the formal bidding process.



PROPOSAL

Re: Lyons Township HS
Gymnasium 1-4 Wall Repair
4-23-25

Bid Price; Four Hundred Forty Tree Thousand Seven Hundred dollars (\$443,700.00).

Scope of Work

Masonry; Remove/dispose of existing glazed block and replace with new 4' CMU anchored to existing wall, reuse existing lintels.

HVAC; Remove existing registers and replace with heavy duty steel grills, furnish and install sleeve extensions.

Electrical; Remove/reinstall existing wall mounted devices, replace wall outlets, new GFI for water cooler, removal of all temp power for kitchen, testing of fire alarm.

Plumbing; Remove and replace existing water cooler, remove temp kitchen plumbing.

Painting; Block fill and paint new CMU walls.

Wall Base; Remove existing wall base modify and reinstall on new CMU walls.

Wall Pads; Provide new wall pads with Z clip anchors, includes cutouts for wall devices.

Floor protection and legally disposal of debris included

Rod Fox VP





EXIT





LYONS TOWNSHIP HIGH SCHOOL

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Brian Stachacz
Director of Business Services

Memorandum

To: District 204 Board of Education

From: Brian Stachacz, Director of Business Services

Date: 5/13/2025

Re: Food Service Management Recommendation (2025-26)

Information: The District's RFP (Request for Proposal) for Food Service Management, which provides breakfast, lunch, and catering services to the District, was developed in collaboration with the District's legal counsel and distributed to potential vendors in February 2025. Notice of the RFP was published in the newspaper and the District also held a mandatory pre-proposal meeting on March 13, 2025 in order to answer questions from potential vendors and allow them to see the North Campus cafeteria facilities.

On March 27th, the District opened proposals from three vendors who submitted proposals. The three vendors are Sodexo, Quest Food Management Services and Organic Life Food Service. In addition to the proposals submitted, the District hosted an event in late March that provided an opportunity for students and staff to test food samples from each of the vendors. This input was considered during the evaluation process.

The most favorable financial proposal for the District was submitted by Quest Food Management Services, who have guaranteed a total financial return to the District of \$1,050,000 over a five-year period. The other two companies provided financial returns to the District as well; however, those proposals were below the amount that has been guaranteed by Quest.

Based on the evaluations of each company that submitted a proposal, Quest Food Management Services is the recommendation to be the new food service management company at LT. The selection criteria that we have kept in the forefront of our mind was included in the RFP and contained a variety of categories that were weighted with points. 60% of the selection criteria included a combination of factors such as Quality of Food Program-Presentation of Food (20%), Depth of Management, Nutrition, Promotion of Program (20%), Past Performance and References (10%) and Financial Stability/Ability to Serve a Large High School District (10%), while 40% of the selection criteria was based on the financial proposal. Each proposal was scored based on these criteria, and Quest was rated highest based on their combined score. As a result, our recommendation is that the Board consider approving a contract with Quest at the May 19, Regular Action Meeting.

Recommendation: The Board of Education approve the contract with Quest Food Management Services, as presented.

Lyons Township High School District 204



FOOD SERVICE MANAGEMENT REQUEST FOR PROPOSAL

Due Date: March 27, 2025

Quotations shall be sealed and plainly marked as follows:

***Lyons Township High School District 204
Business Office
Sealed Proposal for: Food Service Management***

REQUEST FOR PROPOSAL FOR FOOD OPERATIONS AND MANAGEMENT SERVICES

Lyons Township High School District 204 is accepting proposals for FOOD SERVICE MANAGEMENT for the School District until **March 27, 2025 at 11am**. At that time proposals will be opened in Room 103 in the Lyons Township High School District 204 North Campus Facility located at 100 S. Brainard Ave. LaGrange, IL 60525.

Proposals should be sent to:

Lyons Township High School District 204
Attn: Brian Stachacz
Director of Business Services
100 S. Brainard Ave.
LaGrange, IL 60525

Proposals may be submitted up to March 27, 2025 at 11:00AM. Any proposals submitted after that time will be disqualified and returned unopened. Please indicate on envelope: **FOOD SERVICE MANAGEMENT PROPOSAL**. Questions may be directed to Mr. Brian Stachacz, (708) 579-6462 or bstachacz@d204.lths.net.

Our requirements and specifications, along with our proposed evaluation process can be obtained by email from Brian Stachacz at bstachacz@d204.lths.net. A **mandatory** pre-proposal conference will be held on March 13, 2025 at 3:30PM in Room 103 at the Lyons Township High School North Campus Facility located at 100 S. Brainard Ave. LaGrange, IL 60525.

Lyons Township High School District 204 reserves the right to waive any and all guidelines herein and to reject any and all proposals if considered to be in the best interest of the School District. Award of contract, if any, will be made in the sole discretion of the District to the lowest responsible company it deems best suits the needs and interests of Lyons Township High School District 204.

SECTION I: INSTRUCTIONS

The purpose of this proposal is to provide for the operation of Lyons Township High School District 204's food service program. The Food Service Management Company (FSMC) will be responsible for the operation of Lyons Township High School District 204's food service program and will provide the District with an annual financial return.

The organization or individual responding to this request will be referred to, as the FSMC and the contract will be between the FSMC and Lyons Township High School District 204 referred to as the District.

ADMINISTRATIVE GUIDANCE

The information provided herein is intended to assist FSMC's in the preparation of a proposal to properly respond to this request for proposal. The specifications are designed to provide interested FSMC's with sufficient basic information to submit proposals meeting minimum requirements, but is not intended to limit a proposal's content or exclude any relevant or

essential data. FSMC's are at liberty and are encouraged to expand upon the specifications to evidence service capability under any agreement.

PRE-PROPOSAL CONFERENCE

A mandatory conference will be held to answer questions on March 13, 2025 at 3:30PM in Room 103 at Lyons Township High School District 204 North Campus Facility located at 100 S. Brainard Ave. LaGrange, IL 60525. Companies which do not attend the conference will not be eligible to submit a proposal. Questions relating to this Proposal must be submitted in writing prior to the conference. Responses will be issued in writing in the form of addenda and shall become part of the contract. Verbal questions will not be accepted at any time during this process. Following this session, a tour of selected sites will be conducted. Prior to or after the pre-proposal conference, no oral interpretation will be made to any company as to the meaning of the specifications. All companies will receive a written answer seventy-two (72) hours after the pre-proposal conference. Every interpretation will be in the form of an addendum to the specification and will be communicated through email to each FSMC or will be available at the District Office. All such addenda shall become part of the contract and all companies shall be bound by such addenda, whether or not received by the company.

RESPONSE DATE

A copy of your proposal must be received at the Lyons Township High School District 204 Office prior to March 27, 2025 at 11:00AM. Any proposal in route, through the mail will not be considered timely and will be returned unopened. Proposals received after the deadline will be late and ineligible for consideration. No proposals received after the date and time specified will be considered. The FMSC assumes the risk of delay in the handling or delivery of mail.

TERM OF CONTRACT

The term of this agreement shall last from July 1, 2025 – June 30, 2030, with the option to renew annually thereafter upon mutual written agreement of both parties. Should the FSMC decide to not renew the contract on its annual renewal, it should be done with 90 days' notice before the end of the school year (June 30 of each year).

CONSIDERATION OF PROPOSALS

Lyons Township High School District 204 may award a contract based upon the initial proposals received without discussion of such proposals. Accordingly, each initial proposal should be submitted with the most favorable price and service standpoint. The District reserves the right to reject any or all proposals received and to waive any irregularities in proposals and to make all decisions in the best interest of Lyons Township High School District 204. No employee of the District is to be extended any form of gratuity in connection with this proposal. All proposals will be bound by any and all math calculations, misquotes or mistakes of any kind once the proposals have been opened. Once a proposal has been accepted, it may not be modified. Representatives from the District reserve the right to inspect the company's facilities and other food service operations under its management prior to any award of this contract at the expense of the interested company.

BASIC FSMC REQUIREMENTS

The intent of this proposal is to provide management and consulting services for food services for Lyons Township High School District 204 and to cooperatively plan and implement the food services operation. The following conditions must be met at a minimum and addressed in the proposal:

1. The firm must be of sufficient size and expertise to furnish the resources needed to aid the District in managing and upgrading a large high school food services operation. The qualification data shall be submitted by each contractor along with the sealed proposal.
 - A. Company must be licensed to do business in the State of Illinois.
 - B. The interested company must have been doing business for five (5) consecutive years or more with high school districts.
 - C. Any interested company must be presently operating a minimum of five (5) successful ala carte school lunch programs.
 - D. Annual reports of financial statements certified by a licensed public accountant for the past three (3) consecutive years must be included with the proposal.
2. The FSMC must have extensive involvement and experience in the school food services field in the areas of: designing facilities, selecting and procuring food service equipment, nutrition, menu planning, on-site production, quality control, employee supervision, staff management training, employee motivation, marketing, and public relations. The development of model programs in these areas will be advantageous.
3. The FSMC should have experience managing satellite programs to provide additional revenue streams to the District should opportunities surface to do so.
4. The FSMC must provide an on-site Food Service Director to provide consulting, supervision and direction for the food services program and to implement cooperatively agreed upon upgrades.
5. The District's goal is for the food service operation to be a self-sufficient operation. Funds to pay for consulting and management services and upgrade costs should come from economies and increased meal participation.
6. All proposals shall be firm and may not be withdrawn for ninety-days (90) after submission.

SECTION II: BACKGROUND INFORMATION AND SPECIFICATIONS

OBJECTIVES OF Lyons Township High School District 204

The successful FSMC shall conduct the food service program in a manner which best fulfills the following program and upgrade objectives:

1. To provide an appealing and nutritionally sound pattern meal and a la Carte food program for students and staff where the quality of service and food as well as the financial results

are extremely important.

2. To promote nutritional awareness whenever the food service can interface with District programs.
3. To increase participation at all levels of our program by improving food quality at the service point, by knowledge of existing equipment and facilities, by seeking student and parent input, by successful menu variation and planning, by best practices marketing techniques and by a strong emphasis on public relations.
4. Provide an experienced full-time director, staff and structure, in order to maintain a high level of service, quality and financial performance ensuring that the District's school food program is one of consistent top quality and of positive regard by students, staff and the public.
5. Establish a formal structure to routinely and continuously gather input from food service employees to ensure the most effective and efficient operation possible.
6. Establish a formal structure to routinely and continuously gather input from students, staff and the public about food services.
7. Establish and conduct management and staff training programs which will ensure staff development, proper supervision and consistent quality control both in production and service.
8. Provide a financial reporting system that meets the District's requirement.
9. Provide the necessary financial results to support the program and provide resources for equipment replacement and upgrades when necessary.

SCOPE AND PURPOSE

1. The District

- A. The District shall retain the authority to determine the standard of quality, extent and general nature of the food service program and prices to be charged.
- B. The cost of the program will be the responsibility of the FSMC with the exception of the costs specifically stated as the responsibility of the District.

2. The FSMC

- A. The FSMC shall be an independent contractor and not an employee of the District nor are the employees of the FSMC employees of the District.
- B. The FSMC, as an independent contractor, shall have the exclusive right to operate the food service program.
- C. The food service provided shall be operated and maintained as a benefit to District students, faculty and staff.

- D. The FSMC shall promote nutrition-health education as required by federal, state or local laws. This shall include compliance with the Board of Education Policy.
- E. The FSMC shall receive for its service, the profit of the Food Service Program after payment of expenses and the required annual financial return to the school.
- F. The cost of the program will be the responsibility of the FSMC with the exception of the costs specifically stated as the responsibility of the District.
- G. The FSMC will be responsible for collection and deposit of cash sales.

SPECIFICATIONS

1. Food service program

- A. FSMC costs shall include all expenses associated with the operation of the food service program, unless specifically allocated to the District by this Request for Proposal.
- B. The District shall retain ultimate control over meal prices, quality and selection of product and other appropriate elements of the food service program.
- C. Companies shall execute the contract attached hereto as Schedule A.
- D. The District does not participate in the National School Lunch Program. The food service shall be self-supporting. The program shall meet all requirements of the students and staff in regards to variety, quality and times of service.**

2. Performance

Performance Bond: At the District's discretion and as a condition to enter into this contract, the successful vendor may be required to provide to the District a performance bond equaling 25% of the projected annual sales of the program. The cost of the performance bond shall be listed as a separate line item in the proposal. This performance bond will guarantee the vendor's faithful performance of all terms of the contract throughout the life of the contract.

Proposal Bond: A proposal deposit in the form of a surety bond in the amount of 5% of the projected annual sales in the first year of the contract issued by a bonding company authorized to do business in Illinois shall be made payable to Lyons Township High School District 204 must be included with the proposal. No other form of proposal deposit shall be considered. All proposals without a surety bond will be disqualified and will be considered as non-responsive. The bond will be returned to an unsuccessful FSMC upon award of the contract.

3. District and FSMC Responsibilities

A summary of cost responsibilities is contained in Schedule B.

A. Equipment - District

1. The District shall be responsible for any losses that may arise due to District-owned equipment malfunction or loss of electrical power not within the control of the FSMC.
2. The District shall not be responsible for loss or damage to equipment owned by the FSMC and located on the District premises, unless loss or damage is caused by employees of the District.
3. The District shall furnish and install any equipment or make any structural changes needed to comply with Federal, State and local laws.

B. Equipment - FSMC

1. All food preparation and serving equipment owned by the District shall remain on the premises of the District.
2. The FSMC shall notify the District of any equipment belonging to the contractor on District premises within ten (10) days of its placement on the District premises.
3. The FSMC shall recommend to the District the purchase of new or replacement equipment as needed.
4. The FSMC shall account for all equipment and protect it from pilferage or destruction.
5. The FSMC shall operate and care for all equipment (including District-owned equipment) and food service areas (walls, windows, lights, etc.) in a clean, safe and healthy condition in accordance with standards acceptable to the District and comply with all applicable laws, ordinances, rules and regulations of Federal, State and local authorities.

C. Repairs - District

The District will be responsible for:

1. Maintenance of District-owned equipment in need of repair.
2. Maintaining the facilities in a good state of repair and free from vermin.
3. The District shall be responsible for repairs to all permanent fixtures such as faucets, lights, sewers, air conditioning, heating and all other electrical work not considered food equipment.

D. Repairs - FSMC

The FSMC will coordinate the repair or replacement of any equipment not functioning properly with the designated District personnel that has repair responsibility. The FSMC will be responsible for repair or replacement of any equipment that is not functioning properly due to their own neglect or misuse.

E. Use of Facilities - District

1. The District shall furnish at its expense, space, light, heat, power, hot and cold water and other utilities as are necessary for the operation of the food services to be furnished hereunder.
2. The District shall make available without cost to the FSMC, areas of the premises designated by the District in which the FSMC shall render its services such area or areas reasonably necessary for providing efficient food service.
3. If the District approves the use of the facilities for extracurricular activities before or after the District's regularly scheduled meal periods, the District shall return facilities and equipment to the FSMC in the same condition as received, normal wear and tear accepted.
4. The District may request of the FSMC, additional food service programs however, the District reserves the right, at its sole discretion, to sell or dispense any food or beverage, or allow use of the facility by outside groups, before or after the District's regularly scheduled lunch or breakfast periods, provided such use does not interfere with the operations of the school lunch or breakfast programs.
5. The District shall have unlimited access to all areas used by the FSMC for purposes of inspections and audits.

F. Sanitation/Safety - District

1. The District shall remove all garbage and trash from the designated areas.
2. The District shall be responsible for cleaning the floors in the dining, serving and kitchen areas.
3. The District shall be responsible for providing reasonably safe kitchen and dining areas.
4. The District shall be responsible for pest control.

G. Sanitation/Safety - FSMC

1. The FSMC shall place garbage and trash in designated areas.
2. The FSMC shall clean the kitchen area, including but not limited to sinks, counters, tables, chairs, silverware and utensils.

3. The FSMC shall comply with all local and state sanitation requirements in the preparation of food.
4. The FSMC shall maintain safety programs for employees as required.
5. The FSMC will provide sanitation standards covering housekeeping, preparation, storage, employees and equipment. The FSMC will also make adjustments to practices and operation of equipment as required.
6. The FSMC shall cooperate in any District recycling program efforts.
7. The FSMC shall be responsible for cleaning of ducts and hoods below the filter line.

4. FSMC Employees

- A. The FSMC is expected to provide training and development programs for its employees. Said training will include training regarding obligations under the Illinois Abused and Neglected Child Reporting Act and Faith's Law (PA 102-0676 and PA 102-0702), as amended.
- B. The FSMC is required to maintain current hours, comparable wages, benefits and number of positions.
 1. The FSMC shall have the sole responsibility to compensate its employees, including all applicable taxes, insurances and Workers' Compensation. All food service employees shall comply with all rules of the District.
 2. The FSMC and its employees shall comply with all wage and hours of employment requirements of Federal and State law.
 3. All employees of the FSMC shall be paid in accordance with the *Fair Labor Standards Act*, as amended and any other applicable statutes.
 4. The FSMC shall comply with *Title VII of the Civil Rights Act of 1964* and the implementation of regulations issued thereunder and any additional amendments thereto.
 5. The FSMC shall maintain its own personnel policies and comparable fringe benefits for its employees, subject to review by the District. The FSMC shall supply with this proposal a full description of the proposed benefit package, including but not limited to, levels of coverage, co-payment features and any other limitations should be equal to current benefits.
 6. The FSMC shall instruct its employees to abide by the policies, rules and regulations, with respect to its use of District premises as established by District from time to time and which are furnished in writing to the FSMC.

7. The FSMC and the District shall mutually agree upon any changes to the staffing patterns provided in the FSMC response.
8. The District shall submit to the FSMC a current schedule of employee positions and hours of work in Schedule C. FSMCs are required to complete all columns of Schedule C indicating the hours worked, hourly wage rates, number of days paid, annual wage totals and annual benefit costs projected. Proposals must include a detailed outline of the benefit eligibility requirements, benefits provided and the timeline indicating when the employee will be covered by the benefits. The FSMC agrees that the employees' hours listed in Schedule C are not used for catering or Special Functions.
9. The District may request in writing the removal of an employee of the FSMC who violates health requirements or conducts himself/herself in a manner which is detrimental to the physical, mental, or moral well-being of students or staff, as determined in the District's sole discretion.
10. In the event of the removal or suspension of any employee, the FSMC shall immediately restructure its staff without disruption in service.
11. The FSMC shall conduct periodic training for all food service employees. A copy of the training and development program should be provided with the proposal.
12. The FSMC shall conduct a criminal background check, as described in 105 ILCS 10-21.9, including checks of the Illinois Statewide Murderers and Violent Offenders Against Youth Database and the Sex Offender Database, at its own expense, of all employees prior to hiring and at any other time required by law, and provide to the District copies of the background reports for each employee who will have direct daily contact with students or will be on site while students are present.
13. All employees are to be provided with new sets of uniforms, including head covering. This is a responsibility of the FSMC.
14. The FSMC shall honor the existing contract of the union representing the food service employees, and will be solely responsible for negotiating in good faith future agreements with said union as needed.

5. Free and Reduced Meal Policy

- A. The written policy of the District requiring feeding of needy children, free or at reduced price, shall apply to the FSMCs food service operation. The policy is on file in the District Office. The District shall be responsible for implementation of this policy.
- B. The FSMC will be responsible for implementing policies covering free meal programs for those students designated by the District as meeting Federal and State agency requirements for those programs. All such meals shall be served and accounted for in a manner approved by the District so as to protect the anonymity of the recipients. Meals shall be served and properly accounted for. accurate pupil participation records shall be

maintained by the FSMC. Statistics indicating historical eligibility levels are included in the attachments of this Invitation to Proposal.

C. The cost of free meals is to be absorbed by the program.

6. Prices/Portion

The FSMC shall recommend meal prices and portions for approval by the District. The FSMC shall not alter the prices once approved without prior notice and written approval by the District.

7. Purchase Specifications and Rebates

The FSMC shall be responsible for purchasing standards and specifications to bring about the best quality and price for the District's food service program. The grade, purchase unit, style, weight, ingredients, formulations, etc., as agreed by the District shall be complied with by the FSMC.

All goods, services, or monies received as a result of a rebate shall be credited to the District.

In Addition to other requirements of this Request for Proposal, the FSMC will, with respect to the procurement of food, make good faith efforts to:

- a) Promote the health and well-being of students in compliance with U.S. Department of Agriculture nutrition standards for school meals;
- b) Promote scratch-made, minimally processed foods;
- c) Give preference to State or regional supplies that source local food products;
- d) Use food suppliers that utilize producers that adopt hormone and pest management practices recommended by the United States Department of Agriculture;
- e) Use food suppliers that value animal welfare, and
- f) Increase opportunities for business owned and operated by minorities, women or persons with disabilities.

At the time of submitting the proposal, to the best of its ability, the FSMC will submit food supplier data, including names and address of suppliers, distributors, processors and producers involved in the provision of the products the FSMC will supply. At the request of the District, the FSMC will provide this information annually.

8. Meals

A. The FSMC shall promote maximum participation.

B. The FSMC shall provide condiments and utensils as needed. The District currently uses plastic utensils.

C. The FSMC shall use the District facilities for the preparation of food to be served in

the District's student and staff cafeterias.

- D. The FSMC shall provide, upon request by the District, menus to be reviewed.
- E. In addition to an "A La Carte" menu which is attached hereto as Schedule F, the FSMC should provide a "reimbursable meal" patterned after the federal program with several daily options.

9. Quality of Food Program

The FSMC will provide a quality food program the level of which is mutually agreed on by the FSMC and the District.

10. Inventory, Storage and Procurement of Food

- A. The FSMC shall purchase all food and non-food commodities at the lowest price possible, consistent with maintaining quality standards.
- B. The FSMC shall honor existing contracts if advantageous to the District.
- C. The FSMC and the District shall inventory the equipment supplies owned by the District at the beginning of the contract year, including but not limited to flatware, trays, chinaware, glassware, kitchen utensils and supplies owned by the District at the start of the contract.

11. Accounting and Reporting Systems

- A. The FSMC shall assume accountability and responsibility for:
 - 1. Daily bookkeeping and recording functions with use of the District software.
 - 2. Receipt and deposit of all revenue
 - 3. Monthly Sales Reports
 - 4. Annual Budgeting
 - 5. Cost and Inventory Controls
 - 6. Preparation of records for annual audit by District
- B. The FSMC shall provide District 204 with a year-end statement, sixty (60) days after the close of the school term. The FSMC will also provide monthly operating statements with-in twenty (20) days after the end of the month.
- C. The FSMC shall maintain records (supported by invoices, receipts or other evidence) to support all allowable expenses appearing on the monthly operating statement in an orderly fashion according to expense categories.
- D. The District, at its own expense, shall audit the FSMC's operations as part of its year end audit. The District reserves the right to randomly audit individual months of operations.
- E. The District shall designate by name and title the employee whose responsibility it

shall be to supervise and audit all financially related operations of the FSMC.

F. Books and records of the FSMC pertaining to the school food service operations shall be available at the District for a period of three (3) years from the end of the fiscal year, to which they pertain, for inspection and audit.

G. The District will have read-only access to the POS system in use for review of sales.

12. Involvement of Students, Staff, and Patrons

A. The FSMC shall provide time for regular meetings with appointed District personnel and students to determine ways to improve the program.

B. The FSMC will provide notice to the District of meetings when food service matters are on agenda or participation is requested.

13. Nutrition Education

The FSMC shall promote the nutritional education aspects of the District's food service program and cooperate in the efforts of the District to coordinate these aspects with classroom instruction in accordance with the District's Wellness Policy.

14. Licenses, Fees, Taxes

A. The FSMC shall obtain and post all applicable health permits for its facilities.

B. The FSMC shall comply with all health and safety regulations required by Federal, State or local law.

C. The FSMC shall comply with all building rules and regulations.

D. The FSMC shall have State or local health certification for any facility outside the District in which it proposes to prepare meals and the FSMC shall maintain this health certification for the duration of the contract.

15. Revenue

Food service revenue includes all sales to students, staff and catering for the program it manages and federal milk reimbursements. It excludes vending revenue from vending machines located in the District.

16. Insurance

During the term of this Agreement, FSMC, at its sole cost and expense, and for the benefit of District, shall carry and maintain the following insurance:

- Commercial General Liability insurance, insuring against all liability of FSMC related to this Agreement, with minimum limits of One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) general aggregate;

- Automobile liability Insurance with a combined single limit of \$1,000,000;
- Workers' Compensation Insurance covering all costs, statutory benefits, and liabilities under State Workers' Compensation and similar laws for FSMC's respective employees with Employers Liability of limits of \$1,000,000 Each Accident; \$1,000,000 Disease – Each Employee; \$1,000,000 – Policy Limit;
- Umbrella or Excess Liability insurance providing follow form coverage to the underlying coverages with minimum limits of Five Million Dollars (\$5,000,000) per occurrence and Five Million Dollars (\$5,000,000) general aggregate; and

The General Liability and Umbrella or Excess Liability insurance shall include Sexual Misconduct coverage. All insurers shall be licensed by the State of Illinois and rated A-VII or better by A.M. Best or comparable rating service. The Commercial General Liability, Automobile Liability, Umbrella or Excess Liability insurance policies shall name District, its Board, Board members, employees, agents, and successors as an additional insured on a primary noncontributory basis with a waiver of subrogation in favor of the District. FSMC shall provide District with certificates of insurance and/or copies of policies reasonably acceptable to the District evidencing the existence of the coverage described above, including form and deductibles, during the duration of this Agreement. The failure to provide acceptable insurance shall be deemed a breach of this Agreement entitling District to terminate this Agreement immediately. All policies of insurance shall provide by endorsement that no coverage may be canceled, terminated, or reduced by the insuring company without the insuring company having first given at least 30 days prior written notice to District.

The FSMC waives all right against District and its agents, officers, directors, and employees for recovery of damages to the extent these damages are covered by the commercial General Liability, Commercial Automobile Liability, Excess Liability, and Employers Liability obtained pursuant to the requirements of this agreement. Such insurance shall be primary and is not in addition to, or contributing with any other insurance carrier by the District.

The FSMC will provide the District with certificates of insurance for all coverage listed herein, naming the District as an additional insured, evidencing required coverage and limits of coverage's not less than fourteen (14) days prior to the inception date of this agreement. All insurance companies must be rated A1 or better by the current Best's Rating Guide and approved by the District.

During the terms of the Agreement, the District may have access to or become acquainted with various trade secrets and confidential information of the FSMC, including recipes, dietary surveys and studies, management guidelines and procedures, operating manuals, and similar complications and documents regularly used in the operations of the business of the FSMC. The District shall not disclose any of the FSMC's trade secrets or confidential information, directly or indirectly, during or subsequent to the term of this Agreement.

To the fullest extent allowed by law, FSMC agrees to indemnify, reimburse, save and hold

the District harmless against any and all liabilities, costs, damages, expenses, claims and fees (including reasonable attorney's fees), that District might incur arising out of or related in any way to FSMC performance of its obligations under this Agreement. FSMC shall maintain Commercial Liability Insurance with contractual liability coverage specifically insuring FSMC's indemnification obligation contained in this section.

17. Term. Termination

- A. This contract is effective for a five-year period commencing July 1, 2025 – June 30, 2030, and may be renewed by mutual agreement on an annual basis. If the FSMC wishes to not renew the agreement on its anniversary, it shall provide 90 days' notice before the end of the school year (June 30 of each year).
- B. This contract can be terminated by either the District or FSMC for cause with 60 days' notice.
- C. Neither the FSMC nor the District shall be responsible for any losses if the fulfillment of the terms of the contract should be delayed by wars, acts of public enemies, strikes, fires, floods, act of God, or any acts not within the control of either the FSMC or the District, and which by the exercise of due diligence it is unable to prevent.
- D. The District shall have the right to terminate this Agreement with or without cause by providing FSMC with a sixty-day (60) written notice of District's intent to terminate. Upon such termination, FSMC shall be entitled to be paid for any services performed prior to the effective termination date.

18. Transition

The FSMC shall submit with its proposal a transition plan, which shall indicate the activities, procedures, costs and timetable and support personnel involved in the implementation of services.

19. Financial - Proposal Price

All proposals shall be valid and may not be withdrawn for ninety-days (90) after submission. The proposal price must be in the form of a percentage commission on sales. The FSMC will be responsible for the cost of operations unless the cost is specifically defined as the District's. It is the desire of the Board of Education that the food service program income will be sufficient to cover all program costs. In preparing their proposals, FSMC's should state their capabilities and approach to operating such a program and they must indicate any conditions, qualifications or financial arrangements that are required to reach this goal. All assumptions used in calculating the financial projections shall be clearly defined in the financial section of each proposal. Factors not clearly identified shall be the sole responsibility of the FSMC.

20. Special and General Conditions

- A. The FSMC will comply with the Special and General Conditions attached hereto and in all respects made a part of this Invitation to Proposal.

- B. The FSMC shall adhere to all applicable statutes, and all related regulations prescribed by the Federal Government, the State of Illinois, the local Department of Public Health and the District governing food services in public facilities.
- C. The FSMC shall provide catering service for District functions when requested. The FSMC must include detailed information about their catering programs and a sample menu. The District will be billed for any catering services in a timely manner.
- D. No alterations, changes or improvements shall be made to the areas of the District's facilities provided to the FSMC for its use without obtaining prior written permission of the District with the final decision as to alterations, changes or improvements reserved solely for the District. All bills for catering service will be paid by the District in accordance with the provisions of the Illinois Local Government Prompt Payment Act.

21. Rental of Facilities for Community Use

The District retains the right to rent food service facilities during non-school hours or weekends, provided that such rental does not interfere with the normal food service operation. When such activities take place, the District may require that a member(s) of the food service staff designated by the resident manager be on duty.

22. Submission of Proposals

- A. Proposals shall include financial form provided by the District and reflected as Schedule G.
- B. Clarification of interpretation must be made to the District prior to or during the pre-proposal conference. All Companies will receive an answer seventy-two (72) hours after the pre-proposal conference.
- C. The FSMC must submit two paper copies of their entire proposal for review.

23. Acceptance of Proposals and Awards

It is the intent of the District to accept the proposal that will best promote the public interest and is most advantageous to the District as determined by the District in its sole discretion. The criteria in Section IV of this Proposal will be used to evaluate all proposals.

24. Compliance with Public Bidding Laws

- A. The FSCM hereby certifies that its officers, employees, and agents, are not barred from bidding and entering into the underlying contract as a result of a violation of the Proposal Rigging or Proposal Rotating provisions of the Public Contracts Section of the Illinois *Criminal Code of 1961* (720 ILCS 5/33E-3, 33E-4) or otherwise under the Illinois *School Code* (105 ILCS 5/10-20.21). The FSMC shall execute the certification Attached hereto as Schedule H and submit it with this proposal.

- B. The FSMC asserts that it is not falsely representing that it is a minority owned business, female owned business, or a business owned by a person with a disability.
- C. The FSMC shall at all times observe and comply with all laws, ordinances, regulations, and codes of the Federal, State, County, and other local government agencies, which may in any manner affect the preparation of proposals or the performance of the contract including, but not limited to, the Illinois *Prevailing Wage Act*, the *Equal Employment Opportunity Act* and the Illinois *Criminal Code*. In addition, the FSMC must comply with the Illinois *Human Rights Act* and the equal employment opportunity provisions referenced by the Illinois Department of Human Rights regulations (44 Ill. Admin. Code 750.10). Such provisions are attached hereto as Schedule I and shall be deemed incorporated into the Contract of the successful bidder.

SECTION III: PROPOSAL FORMAT AND CONTENTS

1. Proposal Format and Contents

Proposals must be concise and in outline format. Pertinent supplemental information should be referenced and included as attachments. All proposals must address the following:

A. Letter of Transmittal

The Letter of Transmittal should include:

- 1. An introduction of the FSMC Company.
- 2. The name, address and telephone number of the person to be contacted, along with others who are authorized to represent the company in dealing with the proposal.
- 3. An expression of the FSMC's ability and desire to meet the requirements of the proposal.
- 4. Any other information not appropriately contained in the proposal itself should also be included.

B. Executive Summary

Provide an Executive Summary which:

- 1. Briefly describes the FSMC's approach to the proposal and clearly indicates any options or alternatives.
- 2. Indicate any major requirements that cannot be met by the FSMC.
- 3. Highlights the major features of the proposal and identifies any supporting

information considered pertinent. Please consider the criteria in Section IV.

In short, the reader should be able to determine the essence of the proposal and generally how well it meets the requirements by reading the Executive Summary.

C. Detailed Discussion

This section should constitute the major portion of the proposal. Please include at least the following information. Please emphasize the criteria and discussion points in Section IV of this Invitation to Proposal.

1. Experience, References and Service Capability

- a. Describe the FSMC's experience as managers and consultants of food service operations in general and public schools in particular.
- b. Include a list of all operations and locations where you are operating school food service. Give the length of time, name, address and telephone number of a contact person for each operation. FSMC must currently be providing food management services to five (5) school districts of similar size and sales volume.
- c. Include a list of all Illinois public school district contracts lost in the last three (3) years.
- d. Include the resume and background of the proposed food service director for the District and the person who will supervise the work of the Food Service Director and how your company will ensure the best performance.
- e. Include a table of company organization and a plan for the management, supervision and staffing proposed under this contract.
- f. Include the company organization including all positions that are non-school based.

2. Financial Condition

Provide data to indicate the financial condition of the company. This must include financial statements for the last three (3) years.

3. Accounting and Reporting Systems

Describe complete accounting procedures you will use:

- a. Inventory control
- b. Method of recording, checking and reporting sales
- c. Internal control of cash handling
- d. Internal audit systems

- e. All regular accounting forms used with detailed explanations
- f. All regular reports used with detailed explanations

4. Personnel Management and Training

- a. What is your company's personnel management philosophy, particularly regarding Food Service Directors and their relationship to staff?
- b. Describe training and development programs you will provide for hourly employees and management personnel.
- c. How does your firm attempt to improve employee morale and reduce turnover?

5. Innovation and Promotion of the Food Service Program

- a. How would your food service program for the District differ from current operations? Describe the costs to the District and/or its students and faculty/staff and benefits of your proposed changes.
- b. Describe how you would implement changes. Include a staffing model if different from current staffing.
- c. How would you involve employees to use their expertise and experience in making future innovations?
- d. Provide examples of service and merchandising programs.
- e. What is your philosophy regarding promotion (increasing awareness and participation) of the food service program? How would you implement this philosophy in our District?
- f. Please provide a recommendation of facility changes or new or replacement equipment needed to support the food service program.
- g. The FSMC shall submit with its proposal a transition plan, which shall indicate the activities, procedures, costs, and timetable and support personnel involved in the implementation of services.
- h. Please provide a narrative detailing the anticipated top five (5) challenges to overcome at Lyons Township High School.

6. Involvement of Students, Staff and Patrons

What is your philosophy and plans regarding involvement of students, teachers, administrators and parents in program evaluation and selection of menus, discussion of nutritional issues, etc.?

7. Menu Selection, Food Quality and Portion Size

- a. Describe your approach for each of the following:
 - 1. Food philosophy and/or nutrition standards
 - 2. Menu selection (include menus you will implement)
 - 3. Food quality
 - 4. Portion quantities
- b. Actual menus to be implemented
- c. See the provided list of current ala carte items and current prices in Schedule F.

8. Cost Information

- a. List terms and frequency of payment of commission to the district.
- b. List any assumptions used in the financial projections presented.

9. Performance

- a. Provide a cashier's check or bond in the amount of 5% of the annual revenue. This must be included with your proposal. It will be returned to an unsuccessful FSMC upon award of the contract.
- b. Provide a surety letter of intent or equal from a bonding company which demonstrates your company's ability to acquire a performance bond for the amount of the contract should it be required.
- c. The cost of the bonds is the responsibility of the FSMC.

10. Submission of Proposal

- a. Portions of the proposal shall be submitted on the blank financial forms provided by the District, Schedule G.
- b. Clarification of interpretation must be made to the District prior to the submission of the proposal.

SECTION IV. EVALUATION OF PROPOSALS

1. Proposal Evaluation Criteria

- A. Proposals will be evaluated against the following criteria with assigned weights as indicated. Each area of the evaluation should be addressed in detail in the proposal. The District retains the right to reject any or all proposals, either in part or in their entirety, and to waive any technicalities, if in its sole judgment, it will be in the best interest of the District to do so. The scoring of proposals is at the sole discretion of the District and for purpose of analyzing the proposals. While the District intends to evaluate the proposals using the following criteria, use of the criteria shall not be

construed to require the District to select a proposal based solely on the aggregate total “score” allocated in the proposal.

Weight	Criteria
40	Financial Proposal
20	Quality of Food Program - Presentation of Food, Food Taste, Menu Diversity from Tours, Food Philosophy/Standards
20	Depth of Management - Special Emphasis on Local Management, Business Plan, Marketing Strategy, Communication, Training Strategy, Promotion of Program, Nutrition
10	Past Performance and References - Overall past performance with other Districts, Evidence of student participation increases
10	Financial Stability and ability to service a large high school district
100	TOTAL

B. The Company

The quality, stability and overall perception of the food service program. Basic Requirements:

- The FSMC must provide an appealing and nutritionally sound ‘reimbursable lunch’ and Ala Carte program for students.
- The District food service operation must be a self-sufficient operation.
- The FSMC must increase participation at all levels by improving food quality at the service point. The FSMC must provide at least three (3) letters of recommendations from school districts in Illinois. In addition, the FSMC must provide each letter's corresponding contact information (name, title, phone number).

C. The Food Service Director

The quality of the FSMC management personnel that are assigned to the District. Basic Requirements:

- The FSMC must provide a resident manager to direct the food services program and to implement the cooperatively agreed upon upgrades. This person must have at least three (3) years of management experience in the child nutrition management business, a significant portion of which must be in a high school setting. This person needs to be in place by July 1, 2025.
- The District shall be provided the opportunity to review all applicants and make recommendations to the FSMC on management staffing decisions.
- The FSMC shall provide a management staff and structure which will offer adequate help and focus to ensure that the District's school food program is one of consistent top quality and of positive regard to students, staff and the public.
- The FSMC shall appoint management staffs who have knowledge and experience

in the areas of (1) selecting and procuring food, (2) nutrition, (3) menu planning, (4) on-site production, (5) quality control, (6) employee supervision, (7) staff management, (8) employee motivation/recruitment and (9) public relations.

In order to meet basic requirements, please respond to the following:

- Minimum qualifications and experience of personnel assigned;
- Evidence of training programs demonstrating ability and experience in institutional food preparation and personnel management techniques;
- Other relevant information

D. Marketing Program

Marketing Plan to increase participation, create an age-relevant atmosphere that would speak to students, menu variety, and nutrition program offered.

- Promotion of school lunch program (philosophy, initiatives, campaigns)
- Corporate & Regional marketing management support to Food Service Director
- Depth of marketing plans targeted to an age-relevant group
- Marketing strategy for the future
- Resources available to school district's nutrition education initiatives
- Menu development program
- Nutrition programs
- Customer (student, parent, administration) service survey programs
- Communication plan to students
- Menu planning
- Demonstrate the FSMC's ability to develop research and implement marketing programs that enhance participation.

E. The Company

The quality and extent of service provided by the FSMC

Basic Requirements:

- The FSMC must be of sufficient size and expertise to furnish the resources needed to aid the District in managing and upgrading their food services operation.
- The FSMC must have extensive involvement and experience in the school food services field in the areas of (1) designing facilities, (2) selecting and procuring food service equipment, (3) nutrition, (4) menu planning, (5) on-site production, (6) Quality control, (7) employee supervision, (8) staff management training, (9) employee motivation and positive involvement, (10) marketing and (11) public relations.

In order to meet basic requirements, please respond to the following:

- Evidence that the FSMC has been doing business for five (5) consecutive years or more with public high school districts.

- Evidence that the FSMC is licensed to do business in the State of Illinois;
- Reference/contact information for all FSMC's current clients in the State of Illinois;
- Most recent financial statements or annual report;
- Frequency of management staff training and home office support;
- Actual menus to be implemented.
- Provide a listing of ala carte items and proposed price.
- Why are your menus better than other FSMC's?
- How is your food quality better than your competitors?
- The FSMC shall provide, upon request by the District, menus to be reviewed and approved by the District and available for distribution ten (10) days prior to preparation and service of foods.
- List the District costs for any fees to be charged for not otherwise paid by the District.
- If consulting services are not covered in management fees, list those services along with the extra charges.
- List payment terms and arrangements.

F. Annual Return

Complete annual return projections in Schedule G.

2. Oral Presentation

An oral presentation by an FSMC to supplement a proposal may be required. These presentations, if required, will be scheduled if required by the District subsequent to the receipt of proposals and prior to the award.

3. Proprietary Information

FSMC's are requested to mark any specific information contained in their proposal, which is not to be disclosed to the public or issued for purposes other than the evaluation of the proposals. Pricing and service elements of the successful proposal will not be considered proprietary.

Lyons Township High School District 204
Supporting Documentation

- A) Proposed Contract
- B) Food Service Cost Responsibility
- C) Employee Staffing Schedule
- D) Current Enrollment/Meal Service Times
- E) Daily Schedule
- F) Ala Carte Items & Price List
- G) Annual Return

- H) Proposal Rigging Certification
- I) Equal Employment Opportunity Clause
- J) 2025-2026 School Calendar

SCHEDULE A

Please provide a sample contract you would recommend if awarded the business. It is recommended that the specifications contained in this proposal become the contract language to be used.

SCHEDULE B

COST RESPONSIBILITY SURVEY

FOOD	FOOD SERVICE MANAGEMENT COMPANY	SCHOOL DISTRICT
Food Purchasing	x	
Processing of Invoices	x	
Payment of Invoices	x	
LABOR		
Payment of Hourly Regular Full-Time Wages	x	
Payroll Taxes of Hourly Employees	x	
Fringe Benefits & Ins. of Hourly Employees	x	
Preparation of Hourly Employees Payroll	x	
Processing of Hourly Employees Payroll	x	
Workers Compensation for Hourly Employees	x	
ADDITIONAL ITEMS		
Plasticware, disposable trays, disposable plates		xx
Telephone: Local		xx
Telephone/Fax: Long Distance		xx
Cost of cleaning products for kitchen	x	
Removal of Trash and Garbage from Kitchen to dumpster/compactor		xx
Removal of Trash and Garbage from dining area to dumpster/compactor		xx
Cost of trash removal from premises		xx
Replacement of Expendable Equipment: Pots, Pans, etc.		xx
Replacement of Non-Expendable Equipment		xx
Products & Public Liability Insurance	x	
Cost of Repairing Equipment (Up to Budgeted Dollar Amount)		xx
Uniforms	x	
ADDITIONAL ITEMS		
Travel, Local: Required as Requested	x	
Detergent and Cleaning Supplies	x	
Paper Supplies	x	

CLEANING	FOOD SERVICE MANAGEMENT COMPANY	WT HS SCHOOL District
Menu Paper and Printing	x	
Postage	x	
Taxes/Licenses	x	
Pest Control		xx
Utilities		xx
Permits		xx
Criminal Background Checks	x	
Ceiling, Light Fixtures, and Fans		xx
Dish Washing	x	
Equipment	x	
Hoods		xx
Floors		xx
Rest Rooms		xx
Vent Hold from Inside to Filter		xx
Vent from Hoods to Outside		xx
Walls		xx
Cafeteria Tables – Between Lunch Periods	x	
Cafeteria Tables -After Lunch Periods		xx

STAFFING PATTERN

As the current employer of all employees listed, the undersigned does hereby certify that all information provided in this exhibit is accurate.

Current Employer: Sodexo

Signature of current employer authorized representative: Shacana Watkins

Date: 2/20/25

Benefits offered to Full-Time Employees (insert #) hours or more: (list all benefits, insurance, etc. offered)

Benefits offered to Part-Time Employees less than (insert #) hours: (list all benefits, insurance, etc. offered)

*Type of Health Insurance: E=Employee; E+1; E+2; etc.; F=Family; D=Dental; V=Vision; N=None

School Name	Position	Daily Hours Worked	Hourly Wages	Annual Work Days	Annual Open/Close Days	Annual Paid Sick Days	Annual Paid Vacation	Annual Paid Holidays	Type of Health Insurance*	Employer-Paid % Benefit Match	Salary Total
	Food Service Director										To be determined
LTN	Senior Supervisor	8	\$25.00	176	4	5	10	10	FDV	401k	\$41,000.00
LTN	Cook	8	\$19.00	176	4	5	15	10	FDV	CBA	\$31,920.00
LTN	Cook	8	\$17.00	176	4	0	0	10	FDV	CBA	\$25,840.00
LTN	FSW/Cashier	8	\$19.05	176	4	5	15	10	FDV	CBA	\$32,004.00
LTN	FSW/Cashier	6	\$17.44	176	4	4	15	10	FDV	CBA	\$21,869.76
LTN	FSW/Cashier	6	\$17.44	176	4	4	15	10	FDV	CBA	\$21,869.76
LTN	FSW/Cashier	6	\$17.44	176	4	4	15	10	FDV	CBA	\$21,869.76
LTN	FSW/Cashier	6	\$17.44	176	4	4	10	10	FDV	CBA	\$21,346.56
LTN	FSW/Cashier	5	\$16.15	176	4	3	10	10	N	CBA	\$16,392.25
LTN	FSW/Cashier	5	\$16.15	176	4	2	10	10	N	CBA	\$16,311.50
LTN	FSW/Cashier	5	\$15.85	176	4	2	5	10	N	CBA	\$15,612.25
LTN	FSW/Cashier	3	\$15.70	176	4	2	5	10	N	CBA	\$9,278.70
LTS	Supervisor	8	\$20.70	176	4	5	10	10	FDV	401k	\$33,948.00
LTS	Cook	8	\$17.00	176	4	0	0	10	FDV	CBA	\$25,840.00
LTS	Cook	8	\$17.00	176	4	0	0	10	FDV	CBA	\$25,840.00
LTS	FSW/Cashier	8	\$18.04	176	4	5	15	10	FDV	CBA	\$30,307.20
LTS	FSW/Cashier	6	\$17.44	176	4	5	15	10	FDV	CBA	\$21,974.40
LTS	FSW/Cashier	6	\$16.45	176	4	4	15	10	FDV	CBA	\$20,628.30
LTS	FSW/Cashier	6	\$16.45	176	4	4	15	10	FDV	CBA	\$20,628.30
LTS	FSW/Cashier	6	\$16.15	176	4	4	10	10	FDV	CBA	\$19,767.60
LTS	FSW/Cashier	6	\$15.85	176	4	3	10	10	FDV	CBA	\$19,305.30
LTS	FSW/Cashier	5	\$15.50	176	4	3	5	10	N	CBA	\$15,345.00
LTS	FSW/Cashier	5	\$15.50	176	4	0	0	10	N	CBA	\$14,725.00
LTS	FSW/Cashier	5	\$15.50	176	4	0	0	10	N	CBA	\$14,725.00

Minimum Initial Contract Term Estimated Labor Cost \$538,348.64	Total Daily Hours 151	Total Hourly Wages 415.24	Total Work Days 4224	Total Open/Close Days 96	Total Sick Days 73	Total Vacation Days 220	Total Holiday Days 240	Total Anticipated Benefit Costs 0.00	Total Salary Cost \$538,348.64
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Revised SCHEDULE D

Lyons Township High School District 204

Revenue/Sales History, Free Lunch History and Enrollment Information

Sales History

	2021-2022	2022-2023	2023-2024
Sales – North Campus	\$522,133	\$545,972	\$674,680
Sales – South Campus	\$391,076	\$502,065	\$529,940
Catering – North Campus	\$20,339	\$20,989	\$22,513
Catering – South Campus	\$20,407	\$10,693	\$9,310
Total Sales	\$953,955	\$1,079,720	1,236,443
# Free Eligible	510	512	486
# Free Lunches Served	24,119	27,273	27,136
# Free Breakfasts Served	731	473	5,773
Enrollment	3,956	3,845	3,713

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204

BELL SCHEDULE 2024-2025



LUNCH

Regular Schedule	Period	Late Start
7:40	Warning Bell	9:10
7:45-8:33	1	9:15-9:48
8:39-9:27	2	9:54-10:27
9:33-10:21	3	10:33-11:06
10:27-10:52	4A	11:12-11:37
10:57-11:22	4B	11:42-12:07
11:28-11:53	5A	12:13-12:38
11:58-12:23	5B	12:43-1:08
12:29-1:17	6	1:14-1:47
1:23-2:11	7	1:53-2:26
2:17-3:05	8	2:32-3:05

LUNCH

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204

BELL SCHEDULE 2024-2025



Period	Comm Schedule	School Improvement Day	Delayed Start
1	7:45-8:29	7:45-8:08	10:00-10:25
2	8:35-9:19	8:14-8:37	10:31-10:56
3	9:25-10:33 (Comm Period)	8:43-9:06	11:02-11:27
4A	10:39-11:04	9:12-9:35	11:33-11:58
4B	11:09-11:34	(No Lunches)	12:04-12:29
5A	11:40-12:05	9:41-10:04	12:35-1:00
5B	12:10-12:35	(No Lunches)	1:06-1:31
6	12:41-1:25	10:10-10:33	1:37-2:02
7	1:31-2:15	10:39-11:02	2:08-2:33
8	2:21-3:05	11:08-11:30	2:39-3:05

SCHEDULE F

LYONS TOWNSHIP HIGH SCHOOL DISTRICT STUDENT & ADULT PRICING 2024 - 2025

BEVERAGES:	Pric e	SNACKS:	Pric e	SOUPS / CHILI / CRACKERS	Pric e
Agua Fresca, cans	\$3.25	Applesauce cup	0.75	Chili w/2 crackers, 12oz	\$5.00
Aha, 16oz cans	\$3.00	Brownie, Alpha Baking	\$2.45	Chili w/2 crackers, 8 oz.	\$3.50
Bottled Soda/20 oz.	\$2.75	Cake, Sheet (GFS banana)	\$2.25		
Body Armor, all flavors	\$3.60	Cheez Its	\$1.00	Crackers, Saltine 2 pk.	\$0.20
Canned Soda, 12 oz	\$1.75	Chips, Grab Bag	\$1.50	Soup, Homemade 12 oz.	\$3.75
Coffee, 16 oz.	\$1.75	Chips, Small SSV bags	\$1.00		
Coffee, 12oz-Reg. Decaf.	\$1.50	Cookie, Chips Ahoy mini pkg	\$1.25	Soup, Homemade 8 oz.	\$2.75
Coffee, Iced Dunkin Cans	\$3.00	Cookie, Choc Chip Otis 2 oz	\$0.80	Soup, Restaurant Style, 12 oz	\$5.00
Coffee, Iced Dunkin Donuts	\$3.75	Cookie, Oreo Minis pkg	\$1.25	Soup, Restaurant Style, 8 z	\$3.50
Hot Choc / Hot Capp 12 oz	\$1.75	Cookie, Otis Spnkmyr 4 oz	\$1.60		
Hot Choc / Hot Capp. 16oz	\$2.25	Fruit Cup, Tropical, Peach, etc	\$0.80		
Juice, 12 oz Minute Maid	\$3.25	Fruit, Fresh, whole (apples, etc)	\$1.25	SIMPLY-TO-GO:	
Juice, 4 oz frozen	\$0.75	Gelatin Cup	\$0.80		
Hot Tea, plain or flavored	\$0.75	Grandma's Cookie, 2pk	\$1.00	Apples & Peanut Butter	\$2.50
Lemonade, 20z, made in house	\$1.75	Granola Bar, Nature Valley	\$1.50	Fresh Fruit Cup	\$2.50
Milk, 1/2 pt Student	\$0.60	Granola Bar, Quaker	\$0.80	Grapes & Cheese	\$2.50
Milk, 1/2 pt, Adult	\$0.75	Little Debbie, Jumbo Oatmeal	\$1.50	Salad, Fried Chix, - student	\$4.50
Power Ade 20 oz	\$3.25	Little Debbie, Regular	\$1.25	Salad, Garden - student	\$4.50
Powerade Water	\$3.50	Pie, Fruit, 8 cut	\$2.75	Salad, Grilled Chix - student	\$4.75
Smoothie, Island Oasis, 14z	\$3.00	Pop Tart	\$1.00	Salad, Julienne - student	\$4.50
Smoothie, Shake, 14oz	\$3.00	Rice Krispie Treat, reg & choc	\$1.60	Sub 6" Premium (on spcl brd)	\$5.50
Tea, Iced, 20z made in house	\$1.50	Snack Mix, gardetto or chex	\$1.50	Sub, 6" STG	\$4.50
Tea, Peace cans	\$3.25	Teddy Grahams	\$0.75	Wraps, STG	\$4.50
Vitamin Water	\$3.25	MISCELLANEOUS:		Yogurt Parfait	\$2.50

Water, Nestle 16.9oz	\$1.75				
Water, Smart Sport Cap	\$3.75	Bread, Garlic - 1 slice	\$1.00	COLD PREMADE SANDWICHES	
BREAKFAST ITEMS:		Dipping Sauces, 2 oz.	\$0.75	Ham & Cheese Sandwich	\$2.75
Bagel	\$1.50	French Fries, all kinds	\$2.50	P.B.J. Sandwich	\$2.25
Cereal Bowlpack (w/out milk)	\$1.50	Mayo / Mustard packet	\$0.25	Turkey Sandwich, no cheese	\$2.50
Cereal, Instant Oatmeal	\$0.90	Peanut Butter Cup	\$1.00	Tuna Salad / Egg Salad	\$3.00
Cream Cheese packet	\$0.90	SALAD / DRESSING PKTS			
Donut, wrapped	\$2.25	Dressing Packets, each	\$0.80	SAMMIES	
		Salad Bar, oz	\$0.60	Deli Sandwich	\$4.50
Egg Muffin, Egg & Cheese	\$2.00			Deli Sandwich, Veggie	\$4.50
Egg Muffin, Meat / Egg Biscuit	\$2.25	Salad, Side, Garden - student	\$1.25	Footlong Sub	\$7.50
English Muffin	\$1.00			Footlong Sub, Veggie	\$7.50
Hash Browns, (2 for)	\$1.50			Deli Toasted, increase by >>>	\$0.25
Jelly Packet	\$0.20	ICE CREAM			
Muffin, 4 oz Gourmet, wrapped	\$2.50	Ice Cream, medium	\$2.25		
Toast - ALL BREADS - 1 pc.	\$0.60	Ice Cream, premium	\$3.00		
Toast- ALL BREADS - 2pcs	\$1.00	Ice Cream, small	\$1.50		
Free Lunch to Client	\$2.75	Free Breakfast to Client	\$2.00		

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT
STUDENT & ADULT PRICING 2024 - 2025**

ETHNIC/INTERNATIONAL:		SANDWICHES:	Price	SUSHI - Wisepak Foods	
Bosco Sticks, 2 w/ 2oz. sauce	\$4.00	Bagel Brat with 4 oz fries	\$5.00	SUSHI, 10 pc	\$10.00
Calzone, Chix Parm	\$5.00	BBQ Rib Sandwich	\$4.00	SUSHI, (next day 10 pc)	\$7.00
		Brkfst Bake (7oz) & Biscuit	\$5.00		
Pizza, Cheese, 1/8 cut	\$3.25	Burger, 1/4LB Bacon or Pizza	\$3.75		
Pizza, Meat, 1/8 cut	\$3.75	Burger, cheese (mushrm-bf)	\$3.25	ADDITIONS	
Pizza, Specialty, 1/8 cut	\$4.00	Burger, cheese double	\$4.25	Grilled cheese	\$3.00

Pizza French Bread, cheese	\$3.50	Burger, double	\$3.75	Pancake wrap	\$2.75
BASKETS:		Burger, mushroom-beef	\$3.00	Pulled chicken sandwich	\$4.00
Boneless Wings, no fry	\$5.00	Burrito, beef & cheese w/ salsa	\$3.25	Pulled Pork sandwich	\$4.00
Bnlss Wings Bskt w/fry, 2z sce	\$5.75	Chimichanga, Chix+salsa	\$3.75	Pizza Puff	\$3.50
Chix Tend/Bnls Wing, no fry	\$5.00	Chicken Patty, breaded	\$3.25		
Chix Tndr/BWing Bskt, w/fry	\$5.75	Chicken, Spicy Brd Brst	\$3.75		
Mozz Sticks (5) Bskt, 2z sce	\$4.25	Crispy Bacon Cheese Ranch Chix	\$4.25		
Mozz Sticks only (5) & sce	\$3.25	Chicken, grill'd brst 4z Sand	\$4.00		
Spicy Cheese Curds Bskt 4.5oz	\$4.75	Corn Dog w/ 2oz sauce	\$3.00		
Spicy Cheese Curds, No Fries	\$4.25	Empanada w/salsa, sr crm	\$3.00		
Nachos, Chips & Cheese	\$2.50	Gyros (4pc), pita, lettuce, sauce	\$6.00		
Nachos, Fiesta	\$4.00	Ham & Cheese pocket	\$3.50		
Taco in a Bag w/ salsa, sr crm	\$4.00	Hot Dog, 5/1 w/ condiment pkgs	\$2.50		
White Queso Beef w/ Chips	\$4.00	Hot Dog, Chili Cheese	\$3.25		
BOWLS	Price	Italian Beef Sand w/ giardiniera	\$5.00		
Asian Chick & Rice	\$5.00	Italian Breaded Steak	\$4.00		
Asian Chick & Rice w/ Eggroll	\$5.75	Italian Sausage Sand	\$3.85		
Asian, Egg Roll only	\$2.00	Mac Wedge (5) w/ 2oz sce	\$3.75		
Veg Fried Rice & Egg roll	\$4.00	Meatball Sand (4 - 1oz) & sce	\$5.00		
Veg Fried Rice, No Eggroll	\$3.50	Polish Sausage Sand	\$3.00		
Mac & Cheese Bowl	\$4.00	Pretzel, Jumbo w/ 2z cheese	\$2.85		
		Santa Fe Chix Eggroll w/ 2z sce	\$3.00		
Pasta Marinara w/ Meatballs, Gar Tst	\$5.25				
Pasta, no meat + Garlic Tst	\$4.25	Veggie Burger, malibu	\$4.25		
Bkd Mostaccioli (7oz),Garlic Tst	\$4.25				
Chix Fettucini/7 oz w/ G Tst	\$5.25				
Chix Parm Pasta, 7 oz, w/ G Tst	\$5.25				

FACULTY:					
Hot Food Bar, per ounce	\$0.65				
Salad Bar, per ounce	\$0.60				

REVISED SCHEDULE G

FSMC Percentage of Sales Retained.

2025-26 _____% Anticipated Return to D204 \$ _____

2026-27 _____% Anticipated Return to D204 \$ _____

2027-28 _____% Anticipated Return to D204 \$ _____

2028-29 _____% Anticipated Return to D204 \$ _____

2029-30 _____% Anticipated Return to D204 \$ _____

The FSMC should provide justification for its sales projections using the following:

A	B	C	D	F	G	H	I
School District Name	Total Student Population Enrollment	Free/Reduced Eligibility %	Average # of Operating Days per Year	2023-2024 Total Student & Faculty Sales	2023-2024 Per Capita (Divide Column F by Column D, then divide again by Column C)	2022-2023 Total Student & Faculty Sales	2022-2023 Per Capita (Divide Column H by Column D, then divide again by Column C)
SAMPLE	4,000	15%	170	\$1,600,000	\$2.35	\$1,500,000	\$2.21

Please provide a list of three (3) comparable schools or school districts it serves (with similar enrollment and free/reduced lunch populations) with two (2) prior years' student and faculty sales data for each. This data should be provided in the following table above. A sample is provided for reference.

Please provide any other financial considerations that you would like the district to take into account in its evaluation of your proposal on a separate page (if necessary).

Please explain any deviations from the specifications (if necessary).

Signature

FSMC Name _____

Authorized Signature _____

Name _____

Title _____

Date _____

SCHEDULE H

Proposal Rigging Certificate

The undersigned, being duly sworn, deposes and certifies under oath that the company or other entity named below, its officers, employees, and agents, are not barred from submitting a proposal on this contract as a result of a violation of the Proposal Rigging or Proposal Rotating provisions of the Public Contracts Section of the Illinois *Criminal Code of 1961* (720 ILCS 5/33E-3, 33E-4) or otherwise under the Contracts section of the Illinois *School Code* (105 ILCS 5/10-20.21). The undersigned acknowledges that the Board of Education may declare the contract void if this certification is false. The undersigned further certifies that he or she has read and understands the Proposal Documents and that his or her proposal is in compliance therewith.

Signature	Firm Name: _____
_____	Address: _____
(Print Name)	
Title: _____	City: _____
Telephone: _____	State: _____
Date: _____	Zip Code: _____

Subscribed and sworn to before me
this _ day of _____, 2025

Notary Public

SCHEDULE I

EQUAL EMPLOYMENT OPPORTUNITY CLAUSE

In the event of the contractor's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Illinois *Human Rights Act* or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the contractor may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be cancelled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this contract, the contractor agrees as follows:

- 1) That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
- 2) That, if it hires additional employees in order to perform this contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- 3) That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
- 4) That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the contractor's obligations under the Illinois *Human Rights Act* and the Department's Rules. If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules, the contractor will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations hereunder.
- 5) That it will submit reports as required by the Department's Rules, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois *Human Rights Act* and the Department's Rules.

(Continued)

6) That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purposes of investigation to ascertain compliance with the Illinois *Human Rights Act* and the Department's Rules.

7) That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as with other provisions of this contract, the contractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the contractor will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

We, the undersigned company, certify that we have read and fully understand the attached specifications including any addenda issued. We further certify that we have visited sites and facilities covered by the specifications. We certify that our company meets all of the requirements specified.

Signature

Typed Name and Title

Company Name

Address

City, State, Zip

Phone Number

Date



LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204 2025-2026 SCHOOL CALENDAR

August 12, 2024

August 2025

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2026

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

OPENING/CLOSING DAYS OF SCHOOL

- August 18 (A) First Day of School
- May 29 (Q) Last Day of School

STUDENT NON-ATTENDANCE DAYS (#)

- August 13 District Institute Day
- August 14 Teacher Work Day
- September 1 Labor Day
- October 10 District Institute Day
- October 13 Columbus/Indigenous Peoples Day
- October 24 Non-Attendance Day
- November 26 Non-Attendance Day
- November 27-28 Thanksgiving Holiday
- Dec. 22-Jan. 2 Winter Break
- January 5 Teacher Work Day
- January 19 M.L. King, Jr. Day
- February 16 Presidents' Day
- February 27 District Institute Day
- March 20 District Institute Day
- March 30-April 3 Spring Break
- April 6 Non-attendance Day
- May 25 Memorial Day
- June 19 Juneteenth
- July 3 Independence Day (Observed)

LATE START DAYS: First period starts at 9:15 a.m. every Wednesday except for: 9/24, 11/19, 12/17, 1/28, 3/11, 5/27

SCHOOL IMPROVEMENT DAYS 11:30 a.m. Dismissal
September 24, November 19, January 28, March 11

PARENT-TEACHER CONFERENCE DAYS (A)

- October 22 5:00-9:00 p.m.
- October 23 11:30 a.m. dismissal
Conferences 1:00-7:30 p.m.

GRADING PERIODS

- October 17 Q1 1st quarter
- December 19 S1 2nd quarter & End of 1st semester
- March 13 Q3 3rd quarter
- May 29 Q4 4th quarter & End of 2nd semester

MISCELLANEOUS

- August 6, 7, 11 Book Pick-up Days
- August 15 Fresh Experience Day
- September 4 S. C. Open House
- September 11 N. C. Open House
- September 15-20* Homecoming Week
- December 17-19 1st semester Finals
- April TBA ACT
- April TBA Pre-ACT
- May 27-29 2nd semester Finals
- June 1-5 Emergency Days
- June 8-26 [Summer School Sem. 1]
- June 29-July 17 [Summer School Sem. 2]

COMMENCEMENT (#)

- May 27 7:00 p.m. Bennett Field

*tentative

February 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2026

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 2026

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Ⓢ Emergency Days may be used as school days if school closes unexpectedly during the regular school year.

NON-COLLUSION AFFIDAVIT (must be signed, notarized and submitted with bid)

STATE OF _____

_____ (COUNTY)

(Name of County)

The undersigned FSMC or agent, being duly sworn, on oath says that he/she has not, nor has any other member, representative, nor agent of the firm, company, corporation or partnership represented by him/her, entered, into any combination, collusion, or agreement with any person relative to the price to be bid by anyone at such letting, nor to prevent any person from competitively responding nor to induce anyone to refrain from responding competitively, that this proposal is made without reference to any other proposal without any agreement, understanding or combination with any person in reference to such proposal.

He further says that no person or persons, firms or corporation has, have or will receive directly or indirectly, any rebate, fee, gift, commission or thing of value on account of such sale.

Agent

For _____
Firm or Corporation

Subscribed and sworn to before me this _____ day of _____, 20_____.

My commission expires: _____
Notary Public

CERTIFICATION (MUST BE SIGNED AND SUBMITTED WITH BID)

The proposer hereby certifies that the proposer is not from proposing on this contract as a result of any violation of either the bid rigging or bid-rotating provisions of Article 33E of the Criminal Code of 1961, as amended.

Signature

SEXUAL HARASSMENT CLAUSE (MUST BE SIGNED AND SUBMITTED WITH BID)

Each proposer must certify that it has complied with the requirement of section 2-105 of the Illinois Human Rights Act (Public Act 87-1257) effective July 1, 1993, with respect to sexual harassment policies. The terms of the law, as applicable, are hereby incorporated into this contract. The Board of Education states that it is in compliance with state law.

Signature

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORK PLACE ACT (MUST BE SIGNED AND SUBMITTED WITH BID)

The undersigned proposer or agent, having 25 or more employees, does hereby certify pursuant to section 3 of the Illinois Drug-Free Workplace Act (Ill. Rev. Stat., ch. 127, par. 132.313) that (he, she, it) shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and, further certifies that, (he, she, it) is not ineligible for award of this contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

Signature



A QUEST FMS PROPOSAL

Prepared for Lyons Township High
School District 204



March 27, 2025
Brian Stachacz
Director of Business Services
Lyons Township High School District 204
100 S. Brainard Ave., LaGrange, IL 60525



Dear Brian,

We at Quest Food Management Services are incredibly excited to submit the following proposal for food service management RFP for Lyons Township High School District 204 (LTHS).

When we look at the opportunity to partner with LTHS, we see a program with great potential, and one that needs a change to achieve that potential. Specifically, we see opportunities to:

- **Grow student participation (and sales), as the District's sales numbers lag many area peer high schools that are off the National School Lunch Program, in some cases by as much as 100% annually (which could present an opportunity for millions of dollars in additional revenue),**
- **Engage students at both high schools to develop site-specific menus**
- **Develop the culinary skills and capabilities of the LTHS team members that will not only benefit the LTHS program today, but will also benefit those team members throughout their careers.**
- **Enhance the presentation of the dining spaces, including the addition of a coffee bar and café at LT North High School.**

Quest has an unparalleled level of experience and success in delivering on each of these opportunities in high school food service programs that are not on the NSLP. No other competitor at the table will come close to matching the depth of our portfolio, the length of time we have managed these relationships, or the success we've had in consistently growing sales and participation.

How do we make this happen? And how will we deliver for LTHS?

We will begin with listening and regularly engage with the LTHS community to adapt and evolve. In looking at the success we've had in decades-long partnerships at places like Glenbrook High Schools, Niles Township High Schools and Hinsdale High Schools, it's clear that we continue to enhance our programs and grow sales and participation. We do that by listening to the students, and providing the flexibility for each site to develop programming that meets its specific community's needs.

There will be a keen focus on the food. We will begin with an immediate transition to more scratch-made food and assembled-to-order stations, with more variety, more grab-and-go options, and more innovative programming. We will deliver food experiences that today's high school students expect, and this transition will be a never-ending pursuit of a program that constantly evolves to meet student demands. The focus on food will be supported by the addition of culinary talent in the District, and support from our organization to develop the culinary skills of the LTHS team members to execute our vision for the program.

We will also make immediate suggestions to enhance the presentation of the dining serveries and, in some cases, the equipment needed to deliver a high-quality program. Today's students have grown up with Chipotle, Starbucks, Panera, etc., and when a school's program looks and feels institutional, it feels out of touch. It feels stale, and it feels uninspired. With small changes to how the serveries look, and how the food is served, we will make a significant impact on how the dining experience feels for the LTHS student body.

Our approach is proven, our track record is unmatched, and the list of peer schools we serve is unparalleled. And yet, we know that every partnership has its unique opportunities and challenges. We will bring the full weight of our entire organization's resources, headquartered a mere 20 minutes away from the District, to ensure that the LTHS community has the support necessary to manage this unique transition.

We are confident that our references will validate our ability to deliver on our promises for the program, and on our commitment to managing our relationship with the District.

We thank you for the opportunity to participate in this process, and we look forward to building a long-term partnership with you. Should you have any questions, please feel free to contact Anthony Ferrazzuolo, Director of Business Development at Anthony@questfms.com or 847.513.4772.

A handwritten signature in black ink, appearing to read "Mike McTaggart".

Mike McTaggart
CEO

A handwritten signature in black ink, appearing to read "Nick Saccaro".

Nick Saccaro
President

A handwritten signature in black ink, appearing to read "Fenil Patel".

Fenil Patel
SVP Business Development

A handwritten signature in black ink, appearing to read "Josh Bain".

Josh Bain
SVP Operations

INCREASE PARTICIPATION AND SALES

The data clearly demonstrates that Lyons Township High School (LTHS) is significantly behind comparable schools in lunch and breakfast participation, as reflected in its per cap metric. While LTHS currently has a per cap of \$1.70, comparable schools achieve per caps ranging from \$3.07 to \$4.78. **Using per cap as a key indicator, rather than just daily sales, provides a more accurate picture of increased student participation. This metric highlights that more students are choosing to eat, rather than sales increasing solely due to price hikes. In most cases, we see per cap growth without raising meal prices, ensuring greater participation without adding financial burden to students and families.**

School	Enrollment	FRL %	Per Capita	Variance to LTHS Per Capita	Annual Revenue Gain to LTHS
Lyons Township HS	3,713	13%	\$1.70		
Glenbrook HS	5,061	18%	\$4.78	\$3.08	\$1,944,127
D113 (HP/Deerfield) HS	3,012	14%	\$4.48	\$2.78	\$1,754,764
Riverside Brookfield HS	1,670	19%	\$4.31	\$2.61	\$1,647,458
Hinsdale HS	3,979	21%	\$4.21	\$2.51	\$1,584,337
D128 (Libertyville/VH) HS	3,275	15%	\$3.57	\$1.87	\$1,180,363
St. Charles HS	3,831	25%	\$3.41	\$1.71	\$1,079,369
Lake Park HS	2,518	21%	\$3.07	\$1.37	\$864,758

*Per Capita = average sales per student enrolled per day.

Why Does This Matter?

Underperformance in Per Capita Limits Growth: LTHS is leaving a substantial amount of potential revenue on the table compared to similar districts. Schools with similar demographics are achieving significantly higher per capitas, meaning more kids are eating and enjoying the food everyday.

Increased Participation Strengthens Financial Sustainability: By implementing proven strategies to drive engagement and meal participation, LTHS can generate hundreds of thousands, if not millions, in additional revenue—without increasing meal prices.

The Right Partner Can Close the Gap: Our program is designed to optimize menu offerings, enhance student engagement, and create meal plan structures that drive participation, bringing LTHS in line with peer institutions.



TABLE OF CONTENTS

01	INTRO TO QUEST	1
02	EXECUTIVE SUMMARY	7
03	EXPERIENCE, REFERENCES & SERVICE CAPABILITIES	35
04	PERSONNEL MANAGEMENT & TRAINING	67
05	INNOVATION & PROMOTION OF THE FOOD SERVICE PROGRAM	87
06	INVOLVEMENT OF STUDENTS, STAFF & PATRONS	105
07	MENU SELECTION, FOOD QUALITY & PORTION SIZE	117
08	FINANCIAL PROPOSAL & COST INFORMATION	159
09	FINANCIAL CONDITION	173
10	ACCOUNTING & REPORTING SYSTEMS	177
11	TRANSITION PLAN	189
12	REQUIRED DOCUMENTS	199

Statement of Confidentiality: This proposal prepared for Lyons Township High School District 204 and all the documents submitted within are the sole property of Quest Food Management Services, Inc. (Quest). The information provided contains strategy, practices, tactics, and recipes that are exclusive to Quest and are overall confidential. This information may be reviewed for the purpose of awarding your food service contract. Reproduction of this proposal and/or parts of this proposal without Quest's permission is prohibited. Thank you in advance for respecting this statement.

WE ARE QUEST

Founded in 1985, Quest Food Management Services has transformed traditional food service by delivering fresh, scratch made meals to school cafeterias across the Midwest.

Quest distinguishes itself through its unwavering commitment to integrity, a personalized approach, and a clear vision of fostering the most lasting relationships in the industry.

This dedication to building long-term partnerships has driven Quest’s rapid growth, propelling us to become one of the nation’s fastest-growing food service providers, with annual revenues surging from \$20 million to over \$130 million in the last decade.



OUR MISSION

To provide the communities we serve with fresh, high-quality food, exceptional responsiveness, and intensely personal service.

OUR VISION

To build the most enduring relationships in the industry by what we do and how we do it.

OUR VALUES

- Integrity
- Responsiveness
- Accountability
- Respect
- Excellence



QUEST VALUES

Our Values Create Trusting Partnerships

Every person working for Quest embodies the values of our organization, bringing their unmatched talents and dedication to school partners each day. They are the smiling faces in the cafeteria who get to know the students by name, the talented chefs who take pride in the creative recipes they serve, and the management teams who are exceptionally responsive to both their employees and clients.

Quest has identified the most important values to our organization that are non-negotiable in creating a food service experience like no other, serving as a trusted partner who feels more like an extension of the school community, versus just another contract provider.

INTEGRITY	We do the right thing at all times.
RESPONSIVENESS	We listen and respond with quick solutions.
ACCOUNTABILITY	We do what we say and accept responsibility for results.
RESPECT	We treat others better than we expect to be treated ourselves.
EXCELLENCE	We deliver the best experience possible.

A UNIQUE PROGRAM

Made-for-You Programs

Quest programs are tailored to meet the specific needs of each school community. From service points and menu choices to station designs and staffing strategies, Quest collaborates closely with our partners to create a dining service program that reflects the specific nutritional goals of the community.

This personalized approach is most apparent in how we design our menus. Unlike the standard corporate menus used by many competitors, **Quest customizes 100% of our menus to align with the needs of our partners.** This menu-building strategy allows us to address the unique cultural and dietary preferences of each school while prioritizing values such as local sourcing, vegetarian options, homemade grab-and-go meals, and more.



100% Of Our Menus Are Custom Created

Lasting Relationships

Quest has fostered exceptional relationships with our partners, guests, and team members, founded on trust in our commitment to excellence, transparent communication, and attentiveness to feedback. This commitment has resulted in an **unparalleled 97% client retention rate, year-over-year.**

This focus on nurturing strong relationships is a fundamental part of our company culture. It drives us to do everything possible to ensure program satisfaction, providing robust support across all levels of our organization and creating meaningful change in our schools by sponsoring school organizations, responding swiftly to student feedback, and investing in program improvements that elevate the guest experience.



98% of Partners Stay With Quest

Real, Wholesome Food

When Quest was founded, it was with one specific goal in mind: to serve fresh, high-quality food in school cafeterias. Our company disrupted the school food service landscape with a scratch made, chef-driven approach, and as a result, has become a premium provider of school food throughout the region.

Many competitors make claims around their food quality, but Quest maintains an elevated standing in our industry as a partner that doesn't define "scratch cooking" as simply combining two cans of ingredients together. The Quest team prepares complex recipes that can be found in home kitchens and favorite restaurants, using **80% or more whole ingredients in the meals that we serve.**

The quality of our food is further enhanced by our Food Philosophy, a set of standards that ensures all of our ingredients are sourced responsibly and with student wellness always top of mind. Our Food Philosophy is unchanging, regardless of the size, location or scope of our partnerships.



Whole Ingredients Enhance Flavor & Nutrition



FOOD PHILOSOPHY

To prioritize the health and wellness of our guests through chef-crafted recipes containing the highest quality ingredients.

Our team of culinarians use scratch made cooking techniques and thoughtful product sourcing to serve both flavorful and nutritious meals, keeping sustainability and animal welfare practices at the forefront of purchasing standards.

THE QUEST EFFECT

A collaboration with Quest revitalizes school food service, with a dynamic and nutritious dining program that can significantly boost participation and offer benefits beyond the cafeteria. As genuine partners with each community we serve, we are committed to the health and wellness of students, understanding that the food we provide daily has a lasting impact on various aspects of their overall well-being.



NEW PROGRAM LAUNCH

A new program with Quest brings a vision of fresh, made-from-scratch meals using quality ingredients, a wider range of daily options, expanded offerings and service points, all within a welcoming and friendly environment for both students and team members.



INCREASED MEAL PARTICIPATION

Improved food service sparks excitement among students, with quality and variety on par with their favorite retail establishments. Meeting diverse dietary needs and encouraging on-going student feedback quickly drives higher student participation and overall satisfaction.

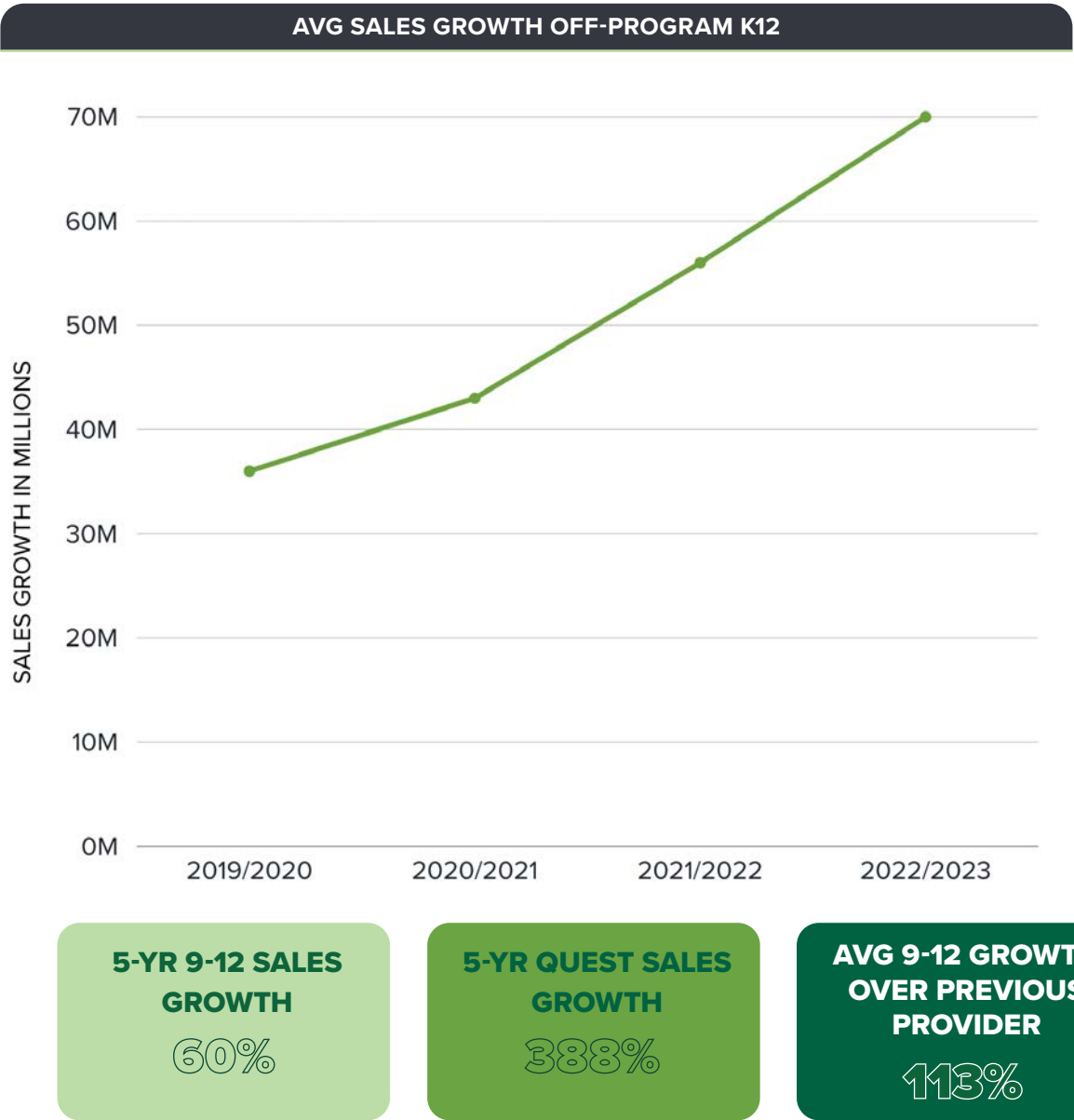


ENHANCED STUDENT WELL-BEING

Increased participation ensures that students are fueled with the nutrition they need for a day of learning, setting them up for success in academics, athletics, and personal interactions. Daily access to quality food not only supports their immediate well-being but also promotes healthier habits for a lifetime.

PARTICIPATION GROWTH

Partnering with Quest has led to a notable increase in meal participation at our schools, with significant growth seen in a short period of time. By offering a wide selection of menu options, improving food quality, and prioritizing student preferences, we’ve created a dining experience that truly connects with the student body. Commitment to fresh, flavorful, and visually appealing meals, along with customized offerings that reflect the school’s culture and cater to dietary needs, consistently drives higher meal participation and overall engagement.



EXCEEDING EXPECTATIONS

Partnering with Quest is more than just a vendor agreement. Our team sees itself as a vital extension of the school community, working closely to understand the distinct culture, values, and priorities of each partner we serve. We are dedicated to aligning with staff, students, and caregivers, ensuring we consistently exceed the expectations of all stakeholders.

Students rated their **Quest dining experience 4.5 out of 5 stars** in a 2023-2024 survey to collect feedback in school cafeterias. This encompassed ratings for quality, taste, freshness, appearance, menu variety, team interactions, and speed of service. This valuable feedback provides us with actionable insights, allowing our teams to improve and respond accordingly to drive continued satisfaction.

“Thank you for putting love into the meals you’re serving. I know some kids totally rely on your food.”

Community Member at Phalen Leadership Academies
Indianapolis, IN

“It’s great to know our students are receiving quality, nutritious (and DELICIOUS!) meals each and every day.”

Tim Sopko
Director of Operations at Christel House Schools
Indianapolis, IN



"I want to express how impressed I am with Brayden and the other staff. The professionalism and respect they showed literally changed the course of my day."

Joe Bottalla
Catering Customer
Barrington CUSD 220

"It's fantastic to see our students looking forward to coming into the cafeteria, and I appreciate everyone's efforts in making this a positive experience. Keep up the great work in engaging our students!"

Tenisha Brownlee
Food Service Coordinator at D159
Matteson, IL

"Quest takes the extra steps above and beyond what is necessary to make sure the kitchen is prepared and ready, and their team is always kind and patient with the students."

Jeff Nightengale
Principal at Prairie Elementary School
Orland Park, IL

"The food smells delicious!! My students have been commenting on how good it tastes, too!!"

Katherine Tragasz
Dean of Student Culture at Woodland D50
Gurnee, IL



EXECUTIVE SUMMARY



EXECUTIVE SUMMARY

We are proud to be a leader in Non-NSLP food service, delivering programs that go beyond expectations. While we may not always be the lowest bidder, our approach focuses on enhancing student participation through high-quality, thoughtfully curated offerings. This commitment has led to improved health outcomes, a stronger connection to school communities, and sustainable programs that prioritize long-term success over short-term cost reductions.

Quest is fully equipped to meet all major requirements outlined by Lyons Township High School District 204. There are no significant constraints that Quest cannot address, and our experience ensures seamless alignment with the district’s goals and aspirations. Our commitment to client satisfaction is evidenced by our 98% client retention rate, a testament to the trust and value we deliver to each partner. Moreover, our focus on staff empowerment ensures that employees feel valued and equipped to contribute meaningfully to the program’s success.

With this experience comes a track record of growing sales, student participation (including those who qualify for free or reduced meals), and satisfaction in high school food service programs. By building a program based on fresh ingredients, made-to-order options, relevant cultural offerings, quality grab and go products, and continual innovation, we know how to build a program that will become a pillar of the Lyons Township High School District 204 community.

Quest’s strategy for Lyons Township High School District 204 is as follows:



Increase participation, sales and overall student satisfaction.



Direct access and visibility to our CEO, President and senior leadership team.



Fully customizable programs tailored to the community, high-quality, scratch made, chef driven menus.



Enhance the presentation and design of the kitchen and dining space.



TOP 5 CHALLENGES

At Quest, we believe the top five challenges we will face are the following. Throughout this proposal, you will see how we have addressed similar challenges and plan to work through these challenges at Lyons Township High School District 204.



Building Trust with the Lyons Township Community

Building trust starts with clear communication, transparency, and a commitment to delivering on promises. Our approach includes:

- **Community Engagement:** We will host a series of “Meet the Team” events before the program’s official launch to introduce our leadership, culinary, and support teams. These events will allow students, parents, faculty, and staff to learn about the new program, provide feedback, and voice their expectations. Food Committees with the students in the Spring will also allow us to identify what is currently working, what is not working, and changes they would like to see.
- **Open Communication:** We will work with the district to establish clear communication channels through newsletters, email updates, and a dedicated feedback portal. This ensures everyone feels heard and informed about menu updates, promotions, and other changes.
- **Local Connection:** Highlighting our commitment to sourcing ingredients locally and tailoring the menu to reflect the tastes and preferences of the Lyons Township High School District 204 community. We can do this due to our autonomy and customized approach to our menu.
- **Ensuring All Students Feel Well Served:** Quest takes the responsibility to ensure all students at LTHS are well fed and have a host of appealing options, regardless of income status. Students who qualify for free meals must find the program welcoming, accessible and appealing.

Successfully Navigating the First 60 Days of Operation

The first 60 days are critical for setting the tone for success and overcoming any initial challenges. Our operation plan includes:



- **Staff Training and Support:** Conducting comprehensive training for our team to ensure they understand district expectations, program goals, and customer service standards.
- **Daily Oversight:** Deploying a dedicated launch team, including key personnel and local leadership, to oversee the program daily during the first two months.
- **Feedback Mechanisms:** Using surveys, food committees, and real-time feedback tools (QR codes at registers or tables) to capture immediate input from students and staff, allowing us to make adjustments quickly.
- **Proactive Communication:** Sharing weekly progress updates with the administration, outlining successes, challenges, and the steps we’re taking to address them.



Getting the Whole Student Body Excited About a New Program

Generating excitement among all students requires creating a dynamic and inclusive dining environment. **Often, we find that juniors and seniors in particular have lost trust in the food program by the time we step in, whether due to past disappointment, lack of variety, or inconsistent quality. Rebuilding that trust takes intentional effort and visible follow-through.**

- **Enhanced Dining Spaces:** Revamping the presentation of the current space with vibrant signage, digital menu boards, and themed décor to create a fresh, inviting atmosphere. **We are also recommending (and providing the funding for) the additional café/coffee bar at LT North.**
- **Launch Events:** Hosting kick-off events like a “Taste of What’s to Come” where students can sample the new menu and interact with the team.
- **Student Engagement:** Creating a student advisory board to collaborate with us on menu development, ensuring their voices are reflected in the offerings.
- **Promotions and Incentives:** Running fun, interactive promotions such as themed food days, raffle prizes for participation, or contests that encourage students to engage with the program.
- **Inclusive Options:** Ensuring that the menu caters to all dietary needs and preferences, including allergen-friendly meals and culturally diverse options.

Building Trust with the Incumbent Team

One of the most critical factors in a successful program launch is ensuring a smooth, respectful transition for the current food service staff. These individuals bring institutional knowledge, relationships with students and faculty, and valuable insights. If not handled with care, transitions can create uncertainty, low morale, or resistance.

- **Respect and Transparency:** We will approach every conversation with honesty and empathy. Transitions can be scary and we are here to make them as easy as possible.
- **Clear Role Definition and Training:** For those joining our team, we will provide training on our systems, values, and service standards — and we'll do so in a way that empowers, not overwhelms.
- **Visible Leadership Support:** Our leadership team will be present and visible throughout the transition. We know that consistency breeds trust, so we'll ensure that the same friendly faces show up — not just for launch, but for the long haul.
- **Celebrating their Role and Success:** We'll reinforce that the new program's success is a shared achievement and create space for staff to take pride in the transition and be part of the evolution.

Sustaining Long-Term Engagement and Continuous Improvement

While the initial excitement and roll out are crucial, maintaining interest and ensuring continuous improvement are just as important for the program's long-term success. Once the novelty wears off, students and staff might become less engaged if there isn't a deliberate effort to keep the program fresh and evolving:

- **Regular Menu Updates:** Rotate menu items seasonally, introduce limited-time offers, and respond to feedback to keep the options exciting and relevant.
- **Student and Staff Involvement:** Continue involving students and staff in decision-making through surveys, focus groups, and advisory boards, empowering them to shape the program.
- **Consistent Marketing and Promotions:** Maintain momentum through regular Marketing campaigns, loyalty rewards, themed days, or fun challenges.
- **Data-Driven Adjustments:** Use data from sales, participation rates, and feedback to identify trends and make informed adjustments.
- **Professional Development for Staff:** Keep staff motivated and engaged with training programs, skill-building workshops, and recognition for their contributions to the program's success.
- **Building Relationships:** Develop strong partnerships with the school community, including parent organizations, local businesses, and clubs, to foster long-term support and integration into the school's culture.

HOW WE INCREASE PARTICIPATION AND SALES

At Quest, we believe the key to increasing sales and student participation lies in designing programs that are anything but one-size-fits-all. We take a highly customized approach, tailoring menus, offerings, and experiences to the unique needs of each school within a district. **For Lyons Township High School, this means creating distinct, personalized programs for both North and South Campus** that reflect the individual student communities, dining environments, and service styles at each location. This level of customization allows us to better engage students, meet them where they are, and ultimately drive stronger participation and satisfaction.



Fresh Grab-and-Go Options for Students

Grab-and-Go Enhancements

Our grab-and-go offerings include deli sandwiches and wraps, a variety of salads, yogurt parfaits and overnight oats, protein snack boxes, and more. The grab-and-go experience is typically integrated with coolers and racks placed throughout the service areas, and even outside of the cafeteria near entrances and high traffic areas for convenient access.

Dietary Alternatives

As part of our core standards, Quest offers a wide selection of vegetarian, vegan, and gluten-friendly meals across our locations, ensuring ingredient lists, nutritional information, and allergen details are always clearly communicated. These alternative options are available as main entrée dishes as well as sides and healthy snacks for the students.



An Expansive Menu of Creative Drink Options



Nut-Safe Alternatives Pack Big Flavor

Creative Beverage Solutions

Smoothies and blended beverages have become some of the fastest-growing trends in the K-12 dining space, offering a refreshing and nutritious option that appeals to a wide range of student preferences. **We are also recommending (and providing the funding for) the additional café/coffee bar at LT North.**

HOW WE INCREASE PARTICIPATION AND SALES



Students Customize their Lunch with Assembled-to-Order Meals

Made-to-Order Scratch Meals

Made-to-order stations enhance the cafeteria experience by offering students a chance to personalize meals with fresh ingredients like lean proteins, veggies, whole grains, and flavorful sauces. This approach encourages healthier choices, reduces food waste, and satisfies even picky eaters. Additionally, it serves as an educational tool, teaching students about balanced meals and the value of fresh ingredients. **All students, regardless of income status, will have access to these customized, made from scratch options.**

Mobile Points of Service

Our experience has equipped us with the flexibility and adaptability needed to operate in less-than-ideal service areas while still delivering a high-quality dining experience. With mobile station capabilities and a dynamic approach to food service, we can seamlessly adapt to space constraints and evolving needs without sacrificing speed, variety, or excellence. Whether through innovative grab-and-go setups, strategically placed mobile service points, or creative station designs, we ensure that students have access to fresh, high-quality meals that enhance their dining experience—no matter the limitations of the physical space.



Mobile Fruit & Veggie Bar Cart

These service points can also be impactful additions for students who qualify for free meals.

EXPANDED GRAB-AND-GO

Today’s students navigate increasingly busy schedules, balancing academic responsibilities, athletic events, extracurricular activities, and other commitments, often with a somewhat limited amount of time to eat during the day. The fast-paced service that students desire also reflects a broader consumer trend toward convenience, with roughly half of consumers preferring quick meal options most or all the time. Recognizing these demands, Quest has adapted by expanding its range of grab-and-go offerings for breakfast, lunch, and snacking periods.

Students who qualify for free meals will also have access to a variety of grab-and-go options.

Homemade Convenience

Our grab-and-go options provide students with the convenience they need without sacrificing quality. Quest ensures that most of these items are prepared in-house, using fresh, high-quality ingredients to deliver maximum nutrition and flavor. From wholesome breakfast wraps and fresh fruit cups to nutrient-packed salads and protein boxes, Quest’s grab-and-go menu is thoughtfully designed to fuel students’ active lifestyles while meeting their evolving preferences. By prioritizing both speed and quality, Quest continues to align its offerings with the changing ways students eat throughout the day.



Elevated Grab-And-Go Entrées



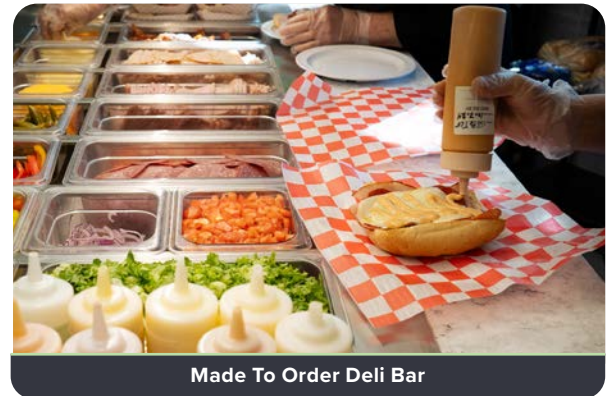
Snack Packs Provide Nutrition On-The-Go

TOP 10 FASTEST-GROWING K-12 CATEGORIES	
Share of respondents citing each menu item as their fastest-growing offering	
Grab & Go Items	14%
Salads and Health-Focused Entrees	13%
Asian Cuisines	13%
Mexican Cuisines	11%
Spicy Foods	9%
Smoothies / Blended Beverages	7%
Pizza	6%
Packaged Snacks	5%
Other Italian Cuisine / Pastas	3%
Fresh Fruit and Vegetables	3%

SCRATCH MADE-TO-ORDER

Made-to-order options can truly transform the cafeteria experience, giving students the opportunity to personalize their meals with a variety of fresh ingredients. By providing an array of choices, including lean proteins, fresh vegetables, whole grains, and flavorful sauces, these stations encourage students to make healthier decisions and explore diverse cuisines.

Made-to-order stations help reduce food waste, because students select only what they intend to eat. The variety and customization appeal to even the pickiest eaters, ensuring broader satisfaction among students. Beyond the nutritional benefits, this approach to service can be an educational tool, teaching kids about balanced meals and the importance of choosing fresh, wholesome ingredients.



Made To Order Deli Bar



MOBILE POINTS OF SERVICE

Incorporating mobile points of service for grab-and-go items, breakfast, and healthy snacks is an effective way to increase meal participation while accommodating the busy schedules of students. By providing convenient access to food options in high-traffic areas, such as hallways, common spaces, or near sports facilities, schools can meet students where they are throughout the day, and this approach reduces barriers like long cafeteria lines and limited time between classes.

For breakfast, these solutions can help address the challenge of students skipping this essential meal, offering options that are quick, portable, and appealing to those who may arrive at school just before the first bell, and after-school service supports students involved in extracurricular activities and sports, ensuring they have access to healthy snacks or small meals to fuel their performance.



Coffee & Grab-and-Go Cart at School Entrance



Case Study: Urbana D116, Breakfast Cart Program

When Quest took over the Urbana D116 account, many students were either unaware that breakfast was served each morning or chose not to participate due to a lack of appealing options.

Quest took quick action to set up food committees for students to taste test new recipes, including more hot options, and implemented initiatives such as the Mobile Breakfast Cart, for students to have the opportunity to grab this important meal outside of the cafeteria and during various times.

These efforts resulted in a 33% increase in breakfast participation over the previous provider in year one, and incremental breakfast service growth every year since, including the introduction of a new café where students can access coffee and espresso drinks, smoothies, and grab-and-go items such as fresh breakfast sandwiches and pastries.



STATION POP-UPS

Station pop-ups provide an exciting and dynamic way for the Quest team to connect with students by offering innovative food options that go beyond the regular menu. These pop-ups create a lively and engaging atmosphere, sparking curiosity and encouraging students to explore new flavors and culinary experiences.

By introducing unique dishes or experimental recipes, the team can gauge student interest and gather valuable feedback, helping to refine menu offerings and keep dining options fresh and appealing. Additionally, these events foster a sense of community, as they invite students to interact directly with the culinary team, share their opinions, and be part of the creative process.



Pop-Up Ramen Bar with Whole Grain Noodles



Pop-Up Parfait Station with Fresh Toppings



Pop-Up Wing Toss with Homemade Sauces

Weeks featuring Pop-Up Stations see an average 25% sales increase compared to weeks without.

CREATIVE BEVERAGE SOLUTIONS

As part of our plan to boost engagement and elevate the student experience, we’re excited to bring creative, on-trend beverage solutions to both campuses—starting with a full-service coffee bar menu. These offerings go beyond traditional grab-and-go drinks, featuring handcrafted espresso beverages, smoothies, teas, and seasonal specials tailored to student preferences. To support this vision, we’re investing **\$200,000** to build out a premium coffee bar at the North Campus. These spaces will not only serve as popular destinations for students and staff but also function as vibrant community hubs that drive additional revenue and participation throughout the day.

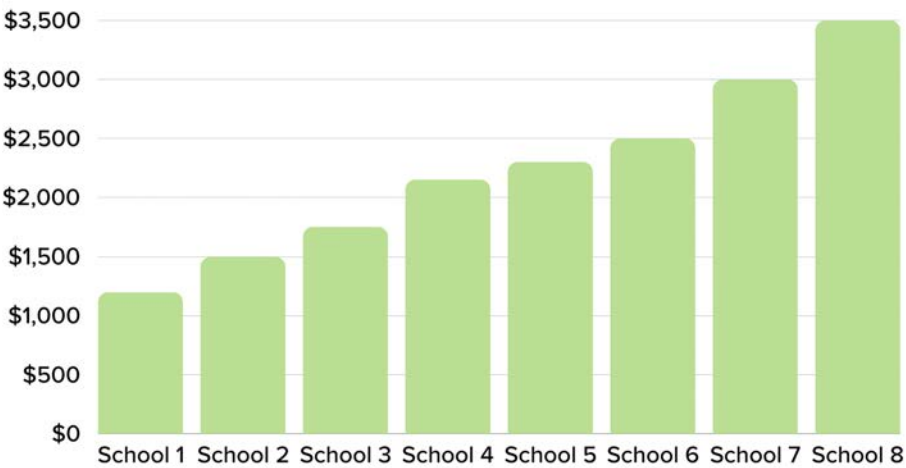


Fresh Fruit Smoothies



Quest Full-Service Café

TOP 8 CAFÉ AVERAGE DAILY SALES



CREATIVE BEVERAGE SOLUTIONS

BEFORE

With Sodexo, the students at Barrington High School were being offered limited meal options and vending machines instead of fresh, scratch made meals.



Barrington High School with Sodexo



Barrington High School with Quest

AFTER

Quest views every new space as a canvas to create engaging and inviting environments where students will feel inspired and welcome. With each new partnership, we evaluate existing and new opportunities to make enhancements through colorful wraps, updated signage, and digital solutions.

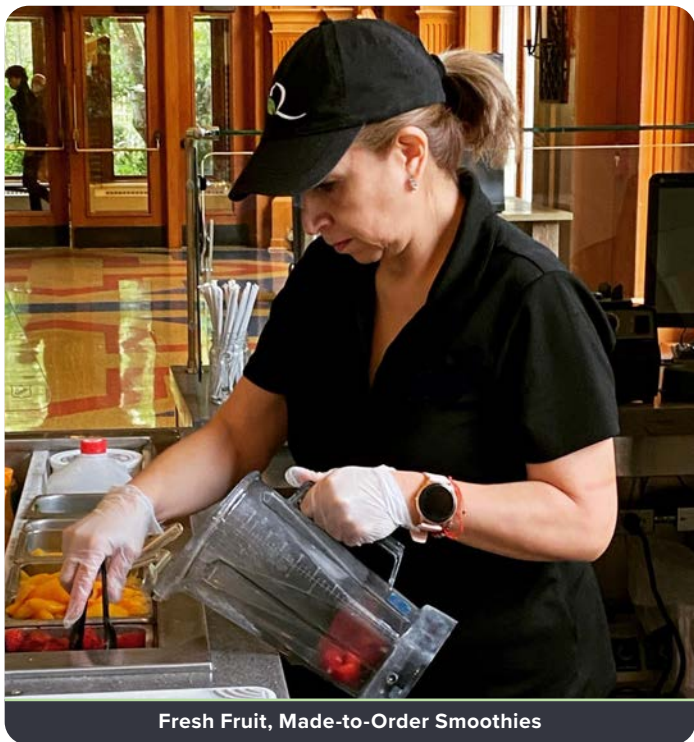
A transformed cafe space sparks renewed excitement around the program, where the vibrant branding is accompanied by a selection of hot and cold drinks, fresh food to go, and an expanded variety of new, daily options. The entire experience is considered to improve everything from menu communications to service layout and traffic flow.



CREATIVE BEVERAGE SOLUTIONS

Smoothie and espresso bars have quickly become a favorite feature at many of our schools, offering students the chance to enjoy signature espresso drinks like lattes and cappuccinos, in addition to refreshers, flavorful teas, boba, and real fruit smoothies in a variety of fresh, customizable flavors, and with added choices such as almond and oat milks and sugar-free syrups.

By creating a café-style atmosphere that fosters social interaction, these stations have become an alternative to local coffee shops, where students can enjoy these drinks on campus as part of the school community. In addition to offering a variety of drink choices, students can use these spaces to grab a quick snack or fresh pastry on their way to class, giving more options to fuel up outside of regular cafeteria service times.



Fresh Fruit, Made-to-Order Smoothies



Full Service Espresso Bars For Signature Drinks



Newly Renovated Café Space for Students



Sustainably Grown Coffee Beans

THE RESULTS

Per Capita Model

Many companies measure success by superficial metrics like check average and assume that the business relationship is successful if the check average increases year over year. This approach doesn't tell the real story as check average can increase simply through inflationary increases, pricing increases based on supply and demand, and diverting sales to highly priced individual items like specialty coffees, pre-packaged snacks, and sports and energy drinks.

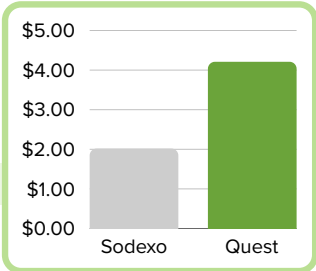
We use a per capita formula that takes the total revenue divided by the entire student population, by the total serving days to see what each person's average spend is in the program. This way we are able to take into account price changes, enrollment increase or decline, and combine voluntary retail and traditional program revenues.



HINSDALE HIGH SCHOOL D86

Sodexo: \$2.02

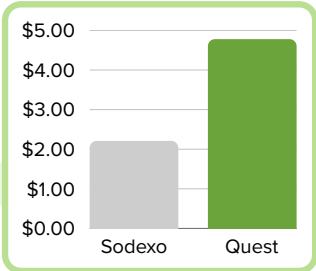
Quest: \$4.21



GLENBROOK D225

Sodexo: \$2.21

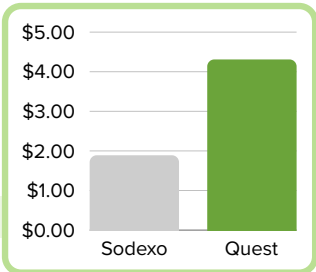
Quest: \$4.78



RIVERSIDE BROOKFIELD HIGH SCHOOL D208

Sodexo: \$1.89

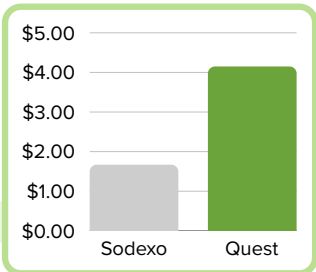
Quest: \$4.31



BARRINGTON HIGH SCHOOL D220

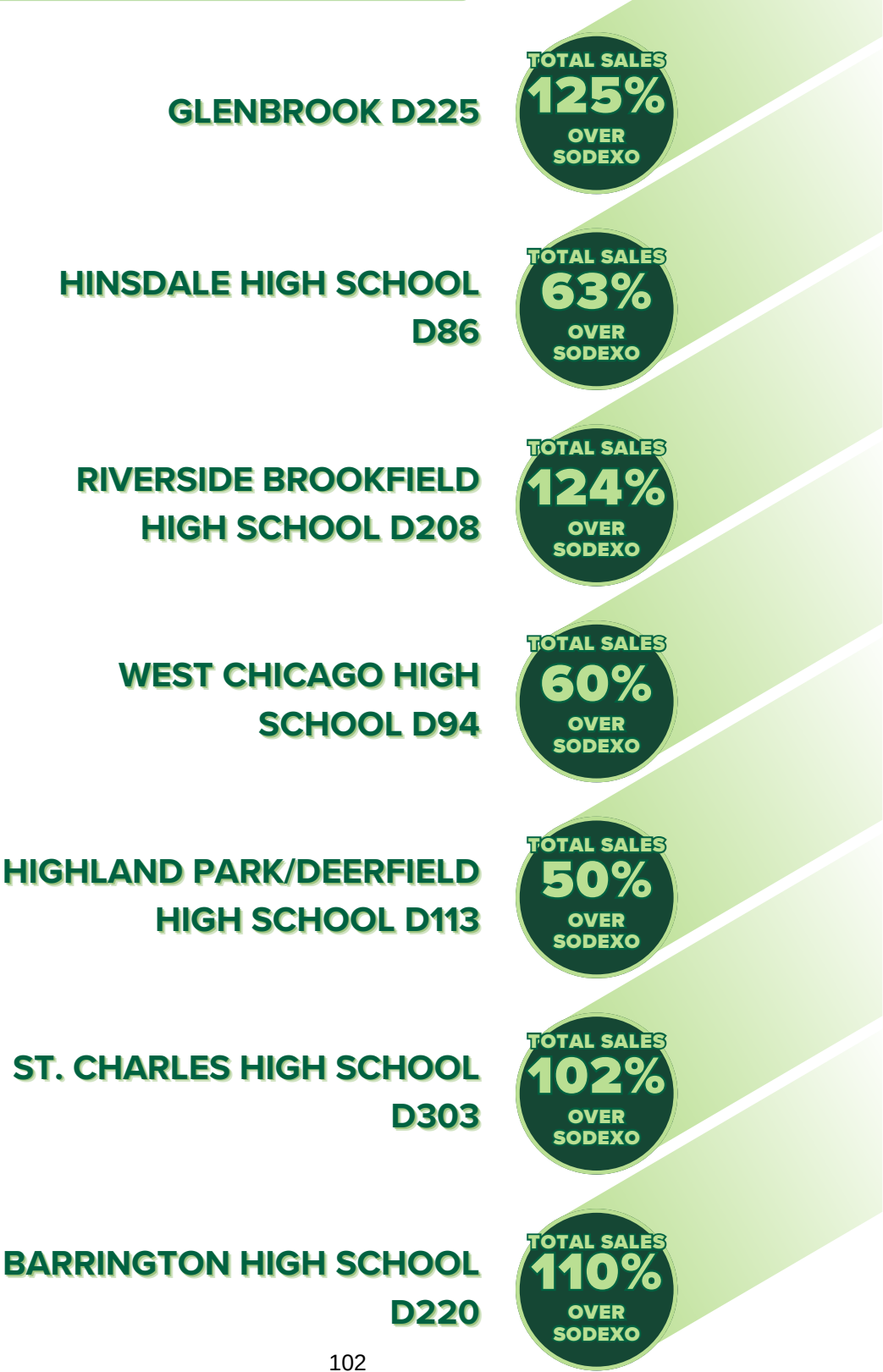
Sodexo: \$1.67

Quest: \$4.15



THE RESULTS

Below are actual examples of Per Capita growth that Quest has driven at schools previously operated by Sodexo



ENHANCING THE SPACE

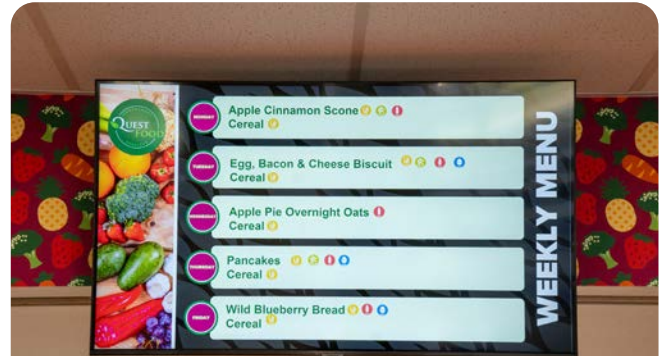
Quest is committed to investing a total of \$200,000 over the life of the contract to transform the serveries into a fresh, vibrant, and engaging environment. From the moment students and staff step inside, they will immediately recognize that their dining experience is something truly exceptional.

Our Investment

Digital Monitors: To provide clear, real-time updates on daily and weekly menus. These displays enhance communication by showcasing meal options, menu alternatives, and allergen information in an accessible format. Digital monitors are easily updated to reflect seasonal offerings, special promotions, or last-minute changes, ensuring accuracy and flexibility.

Environmental Signage and Marketing: To create a more inviting atmosphere that feels less institutional and more engaging. By implementing these thoughtful improvements, enhancing both the visual appeal of the serveries and the way food is presented, we will make a significant impact on the overall dining experience, fostering a more enjoyable and welcoming environment for students and staff.

Coffee Bar/Café Build Out: Part of our plan to boost engagement and elevate the student experience, we're excited to bring creative, on-trend beverage solutions to both campuses



Digital Signage for Menus and Announcements



Fresh Grab-and-Go Options for Students



Newly Transformed Dining Spaces

ENHANCING THE SPACE

Our marketing team specializes in creating custom branding plans for each new partner that bring vibrant, functional signage to your school and is thoughtfully tailored to the students' grade levels and unique values. We begin by touring each campus to understand the environment and needs of the school community. This hands-on approach allows us to recommend signage solutions that are practical and engaging for students and enhance the overall dining experience.

Once we've developed a vision, our team designs mock presentations to provide a clear picture of the proposed signage. These presentations include a variety of print and digital solutions, from eye-catching wall graphics and banners to interactive digital displays and custom wraps. Upon approval, we manage the entire installation process to bring the designs to life seamlessly. The result is a cohesive, exciting branding strategy that creates a fresh look to complement the new program.



Marketing tours each school location to take photographs, measure, and discuss the opportunities for signage and branding.



Additional recommendations for digital signage are considered to prioritize clear menu communication in the serving areas.



Mock presentations are created by our design team, showing our branding vision for the space, including pricing if applicable.



Clients are given the opportunity to provide feedback and suggestions to ensure there is alignment on edits and next steps.



Quest finalizes branding plans and coordinates the printing and installation of all printed signage as well as digital boards.

BEFORE & AFTER

BEFORE

Quest views every new dining space as a canvas to create engaging and inviting environments where students will feel inspired and welcome. With each new partnership, we evaluate existing and new opportunities to make enhancements through colorful wraps, updated signage, and digital solutions.

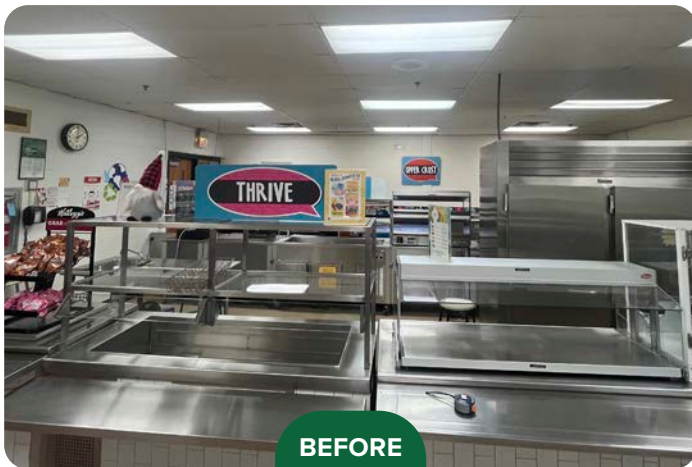
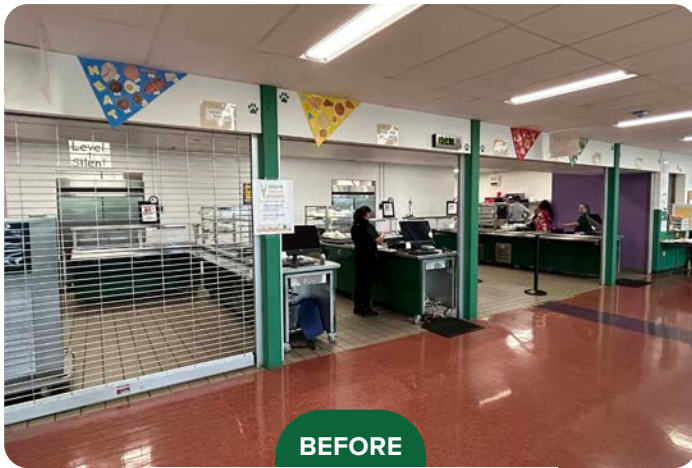


AFTER

A transformed cafeteria sparks renewed excitement around the food service program, where the vibrant branding is accompanied by fresh food and an expanded variety of new, daily options. The entire experience is considered to improve everything from menu communications to service layout and traffic flow.



AFTER



PERSONALIZED SUPPORT

Accessible Leadership

Quest Food Management Services stands out for its uniquely accessible leadership, fostering a culture of approachability and genuine connection. We prioritize building meaningful relationships with both clients and team members, taking the time to understand their needs and challenges.

This hands-on approach ensures that clients feel valued and supported, while team members experience a strong sense of inclusion and empowerment. By actively engaging with all stakeholders, Quest's leaders cultivate trust, collaboration, and a shared commitment to delivering exceptional food service experiences. This personal touch not only drives client satisfaction but also inspires a motivated and dedicated workforce.



MIKE MCTAGGART, OWNER & CEO

Mike McTaggart serves as the CEO and Owner, leading the vision and growth of the company. Mike's personal experience in the food industry began after graduating from the University of Illinois and working for US Foods. Mike joined Quest, the company that his father Dave founded, and embraced the core mission to provide high-quality food and intensely personal service. Under Mike's hands-on leadership approach, Quest continues to create unparalleled relationships in the industry and has skyrocketed from \$3 million to over \$125 million in annual revenues.



NICK SACCARO, PRESIDENT

Nick Saccaro serves as the President, leading daily operations and client relationships. Prior to Quest, Nick was Vice President of Operations for Creative Dining Services, Vice President and General Manager for Revolution Foods, and CEO for two Feeding America food bank networks. A proven innovator and leader in the food service industry, Nick serves on the Illinois Association of School Business Officials Advisory Committee, and routinely speaks on changing policies and best practices in food service. Nick graduated summa cum laude from Missouri Western State University with an MBA from Morehead State University.



A TEAM OF EXPERTS

Our food service partnerships benefit significantly from the dedication of multiple Quest support teams, each specializing in critical areas such as menu development, compliance, operations, marketing, and technology. These teams enable streamlined processes and targeted strategies, ensuring efficiency and exceptional programming. This collaborative, multi-team approach not only addresses the diverse needs of schools and districts but also fosters innovation, scalability, and adaptability, ultimately driving sustainable growth in the program.



CLIENT COLLABORATION

FENIL PATEL, SENIOR VICE PRESIDENT BUSINESS DEVELOPMENT

Our Business Development team plays a pivotal role in bringing each partner's vision for their food service program to life. From the initial concept to final execution, this team collaborates closely with our clients to create tailored and innovative solutions, continuously providing support and expertise to enhance the student experience at every stage of the partnership.

- Identifying Client Needs
- Building Relationships
- Customizing Solutions
- Managing Communication
- Supporting Growth
- Ensuring Satisfaction

FINANCIAL STEWARDSHIP

JIM PETERS, CHIEF FINANCIAL OFFICER

Our Finance team provides strategic financial oversight, helping our partners make informed decisions that align with both short-term and long-term growth. Through careful financial planning and analysis, they ensure efficient budgeting, cost management, optimal resource allocation, and the overall financial health of each dining program.

- Budgeting & Forecasting
- Cost Control & Analysis
- Financial Reporting
- Revenue Optimization
- Compliance & Regulation Support
- Cash Flow Management



OPERATIONAL OVERSIGHT

JOSH BAIN, SENIOR VICE PRESIDENT OF OPERATIONS

Our Operations team ensures the seamless execution of daily food service activities, managing menu planning, food preparation, inventory control, and staff training to maintain high standards of quality and efficiency. Their hands-on approach ensures smooth day-to-day operations, delivering a welcoming dining experience for students and staff.

- Day-to-Day Management
- Quality & Safety Control
- Food & Supplies Ordering
- Equipment Management
- Team Mentorship & Support
- Community Liaison



CULINARY INNOVATION

NICK CORREA, CORPORATE EXECUTIVE CHEF

Our Culinary team crafts wholesome and delicious recipes, incorporating fresh, locally sourced ingredients and ensuring a wide variety of options that include special dietary needs. In addition to creating meals that adhere to nutritional standards, this team brings current food innovation trends to the dining room to elevate the student dining experience.

- Recipe Creation
- Menu Development
- Nutritional Compliance
- Special Dietary Needs
- Nutrition Education
- Food Trends & Innovation



PRODUCT SOURCING

SHELLY ROBINSON, VICE PRESIDENT OF PROCUREMENT

Our Procurement team sources fresh ingredients that are purchased by trusted farms and vendors for optimal nutrition, variety, and flavor. They ensure access to high-quality, seasonal products, while prioritizing ingredients that are responsibly sourced to minimize environmental impact and food waste, consistently finding ways to lower costs for our partners.

- Ingredient Sourcing
- Local Partnerships
- Quality Assurance
- Sustainability Focus
- Seasonal Sourcing
- Efficient Purchasing



TEAM MANAGEMENT

ANGELA BRUMFIELD, VICE PRESIDENT OF HUMAN RESOURCES

Our Human Resources team recruits and trains qualified food service staff to meet the needs of each client location, focusing on candidates who align with the school's culture and values. The HR team provides ongoing training and development programs, equipping staff with the skills needed to deliver high-quality service.

- Recruitment Strategy
- Screening & Interviews
- Onboarding Support
- Training Programs
- Performance Management
- Retention & Recognition



MARKETING & PROMOTION

CHRISTINA MALHAM, ASSOCIATE VICE PRESIDENT OF MARKETING

Our Marketing team creates engaging signage and promotions to drive student participation and create excitement around the program. Marketing takes a primary role in communication resources to inform students and caregivers about key program information including accessing weekly menus, loading funds, and general program information.

- Signage & Collateral
- Digital Resources
- Special Promotions
- Communication Materials
- Website & Social Media
- Feedback & Surveys



SYSTEMS & TECHNOLOGY

PATRICK CARNATHAN, DIRECTOR OF INFORMATION TECHNOLOGY

Our Information Technology team implements modern technology systems to streamline operations and improve the overall dining experience, providing solutions for menu management, inventory tracking, point-of-sale systems, mobile ordering, and more, ensuring efficient workflows and ease of ordering and communication.

- Security & Data Protection
- System Integration
- Menu Management Tools
- Point-of-Sale Systems
- Online & Mobile Ordering
- Ongoing Tech Support



PROVIDING UNMATCHED SUPPORT, RETENTION & TRAINING

The challenges of having insufficient on-site staff, a lack of reliable support from the broader organization, and the constant turnover of team members have all contributed to a negative experience for students, staff, and the broader community. These issues have impacted the quality, consistency, and overall effectiveness of the program. At Quest, we prioritize retaining exceptional talent by fostering a supportive work environment, offering competitive benefits, and providing ongoing professional development opportunities. By investing in our team members' growth and well-being, we ensure they feel valued and empowered to succeed, creating long-term stability and continuity for our partner schools. Our strategies for maintaining high retention includes:

Competitive Benefits



Competitive Pay: Quest offers wages that are competitive in the food service industry, always honoring the existing salary or pay rates of current team members when we transition into a new account. We also evaluate every employee for bi-annual pay increases, compared to the industry standard of one, annual evaluation.



Robust Training and Development: Quest provides employees with opportunities for skill development and career advancement including third-party management and communication training and bi-annual all-Managers Meetings for skill development and companywide resource updates.



Employee Recognition: Quest recognizes employees through incentives such as special awards for time of service, individual and team highlights in our weekly newsletter and through our intranet chat and message features, with visibility throughout the organization.



Flexible Scheduling and Work-Life Balance: Quest offers work-life balance through competitive paid time off and sick days, including paying employees for un-used sick days at the end of the year. Holiday and summertime present an ideal schedule for many employees who appreciate the additional time with families or other pursuits.



Enhanced Benefits Packages: Quest provides a robust benefits package including medical coverage through Blue Cross Blue Shield, dental and vision insurance, a 401(k) plan with traditional and Roth options, tuition reimbursement for continuing education and an Employee Assistance Program (EAP).



Financial Incentives: Quest utilizes our network of employees to incentivize word-of-mouth recruiting by offering referral incentives for new job openings, as well as sign-on bonuses for critical roles that need to be filled.

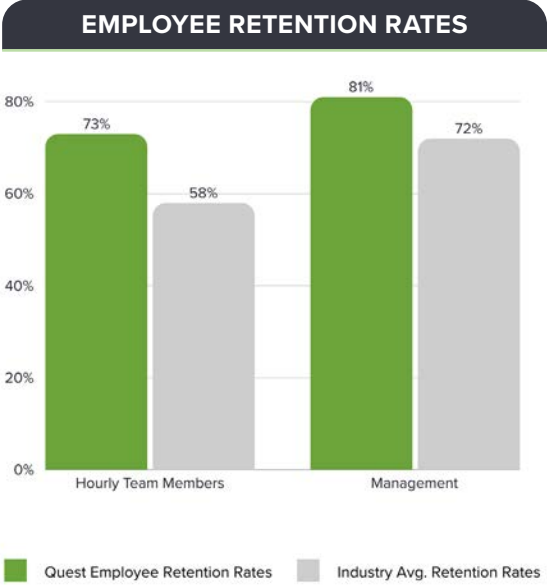
PROVIDING UNMATCHED SUPPORT, RETENTION & TRAINING

In the food service industry, management positions experience a turnover rate of approximately 28%, and turnover rates for hourly front-of-house and back-of-house team members average 42% turnover. These higher turnover rates are common in our industry and can pose many challenges for maintaining consistent leadership and operational efficiency.

Retaining Great Talent

Quest has implemented strategies to address these challenges, resulting in retention rates that surpass industry averages. By fostering a supportive work environment, offering bi-annual pay raises, and providing comprehensive training programs, Quest ensures its employees feel valued and engaged.

Quest also prides ourselves on an incredible **98% employee conversion rate**, the percentage of previous employees who we warmly transition to our team when we take on a new account.



Susie Mouflouzelis
Food Service Director
Loyola Academy High School

"Quest has given me a home that motivates me to want to be better, supports me with any help I need without stifling my creativity and my passion. They do this by setting the expectations and holding me accountable. I have been challenged in ways I never would have imagined and getting through those challenges has left me with a sense of accomplishment and confidence that I will forever be grateful for. The support of the home office team, my district manager and my peers is priceless. I can pick up the phone and have an answer to any question in a matter of minutes."



Bobby Tylon
Food Service Director
Glen Ellyn District 41

"Quest is the best. I worked for Compass Group and Aramark for many years and never truly had the support I needed to be successful in those roles. Quest provides personal one-on-one support and the home office has never failed to give me what I need to meet the client's needs. I love the work life balance and having holidays and weekends off, which is something I didn't have before. Quest is a great company to work for and I'm humbled and honored to be here. I believe we have some angels working at Quest I'm often touched by the things they do."



Liz Gilliland
General Manager
Woodland District 20

"The thing I appreciate most about Quest is the way they treat every employee. When I worked for another company, it was all about the bottom line. I was just talking with a VP at Quest about growing so much and how exciting that is, knowing that the mission, vision, and values of our company would not change. With Quest, I know that if I needed anything I could call Nick (The President) and he would listen and has even sent me a personal text to thank me for doing a good job. That is really what this company is about, caring about people."



EXPERIENCE, REFERENCES & SERVICE CAPABILITIES



EXPERIENCE, REFERENCES & SERVICE CAPABILITIES

- a. Describe the FSMC's experience as managers and consultants of food service operations in general and public schools in particular.
- b. Include a list of all operations and locations where you are operating school food service. Give the length of time, name, address and telephone number of a contact person for each operation. FSMC must currently be providing food management services to five (5) school districts of similar size and sales volume.
- c. Include a list of all Illinois public school district contracts lost in the last three (3) years.
- d. Include the resume and background of the proposed food service director for the District and the person who will supervise the work of the Food Service Director and how your company will ensure the best performance.
- e. Include a table of company organization and a plan for the management, supervision and staffing proposed under this contract.
- f. Include the company organization including all positions that are non-school based.

“

“Quest sets itself apart from other companies with its phenomenal food and high quality service. They are truly the leaders in the industry! They are a true partner and we have an outstanding relationship in all areas.”

– Dr. Adam Parisi, Ed.S, Chief School Business Official at Park Ridge-Niles School District 64



EXPERIENCE, REFERENCES & SERVICE CAPABILITIES

Experience and strong values sustains our partnerships.

With 40 years of experience as a trusted food service provider, Quest has built a reputation for excellence in serving schools of all sizes, from small community programs to large, complex districts. Our success stems from our unwavering commitment to our core values: Integrity, Responsiveness, Accountability, Respect, and Excellence. These principles guide every aspect of our operations, shaping how we serve our guests, collaborate with partners, and build long-lasting relationships.

Quest's impact is felt in the diverse ways our programs enhance school communities. Our clients consistently express satisfaction with the financial performance of their dining programs, as we work diligently to implement sustainable, cost-effective solutions. Beyond financial metrics, the true measure of our success lies in the quality of the food we provide. By prioritizing fresh, scratch made meals and innovative menus, we ensure students receive nutritious, delicious options that fuel their learning and development.

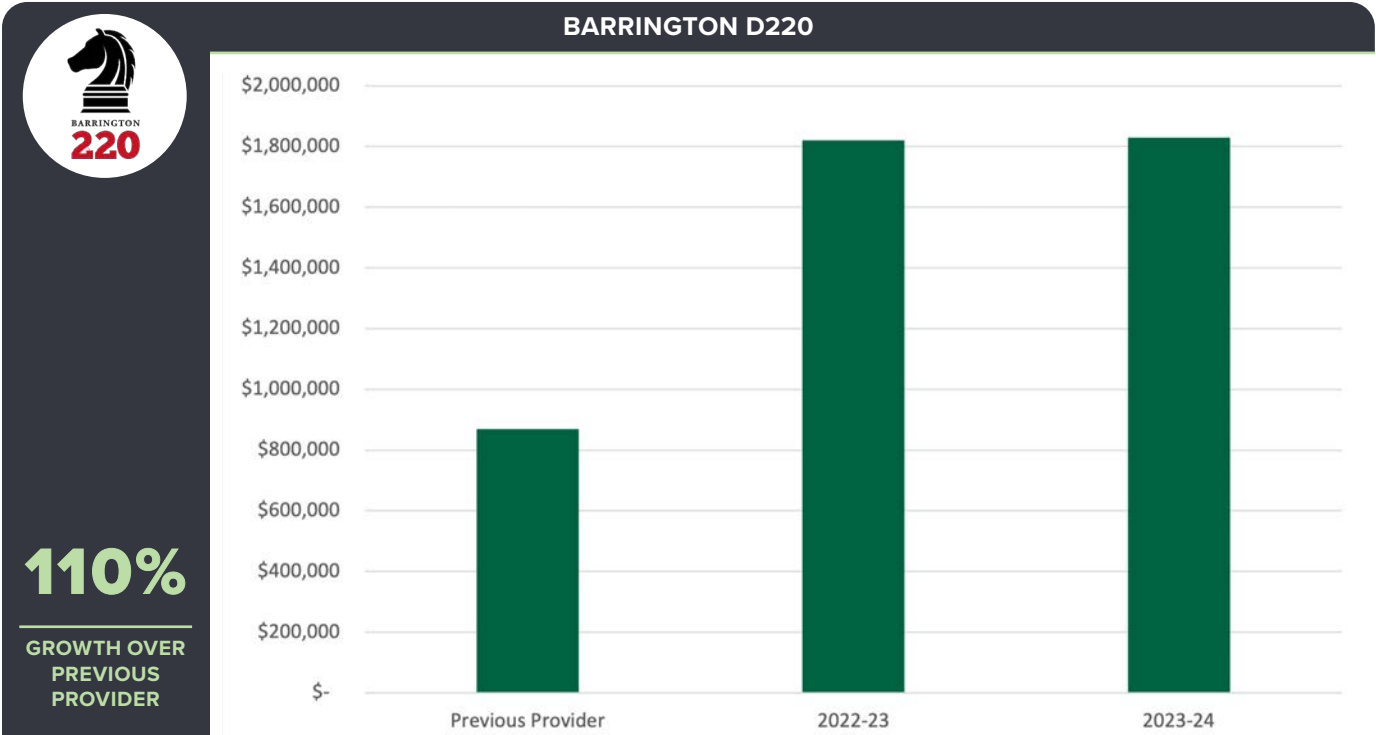
The positive feedback we receive resonates throughout the school community, reinforcing the value of a well-executed dining program. Teachers and administrators appreciate the seamless service, students are excited about the improved dining experience, and caregivers feel reassured knowing their children are eating wholesome meals.

NON-NSLP PROGRAM EXPERIENCE

Quest has an unparalleled level of experience and success in delivering premium food service programs for high schools that are not on the National School Lunch Program (NSLP).

From 1985 to 2005, our organization’s primary focus was serving non-NSLP parochial high schools. In 2005, we sold our first public non-NSLP high school, Maine Township High School D207. Since then, our portfolio has grown to include over 25 non-NSLP private schools, and over 20 non-NSLP public high schools. We have only lost one non-NSLP public high school in the 20 years that we’ve been serving these schools.

Our time-tested approach of cooking real food, customizing programs to each site we serve, offering a blend of assembled-to-order and grab-and-go offerings, engaging students regularly and responding to their feedback, and continually innovating dining programs, has led to unprecedented success in these environments. Simply put, no other competitor at the table will come close to matching the depth of our portfolio, the length of time we have managed these relationships, or the success we’ve had in consistently growing sales and participation at non-NSLP high schools.

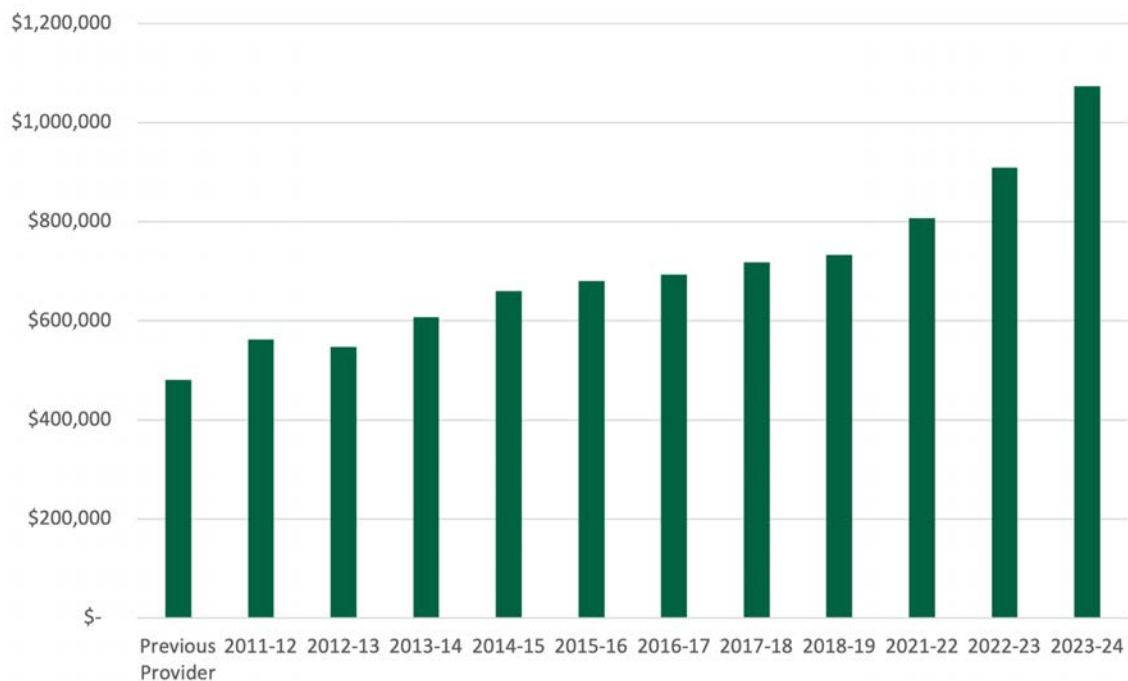




RIVERSIDE BROOKFIELD D208

124%

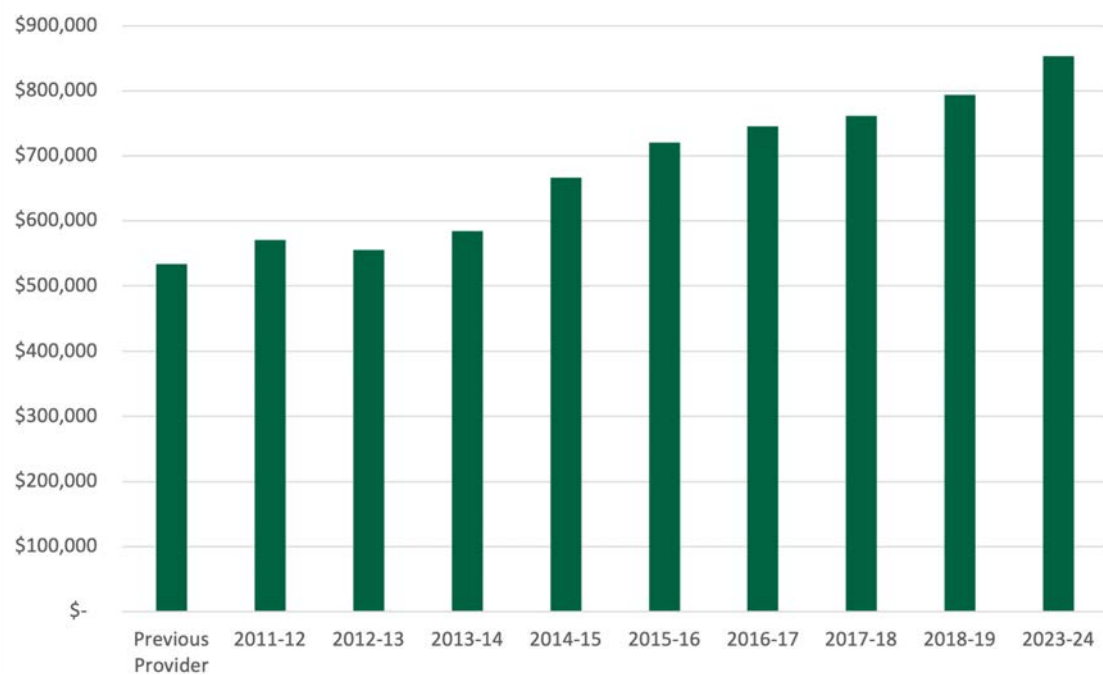
GROWTH OVER
PREVIOUS
PROVIDER



WEST CHICAGO D94

60%

GROWTH OVER
PREVIOUS
PROVIDER

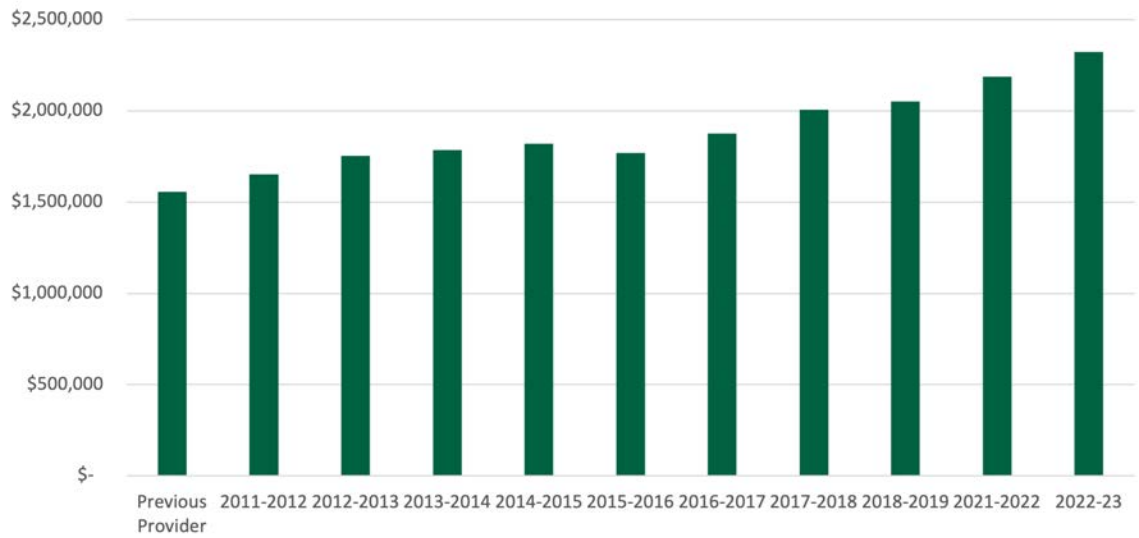




63%

GROWTH OVER
PREVIOUS
PROVIDER

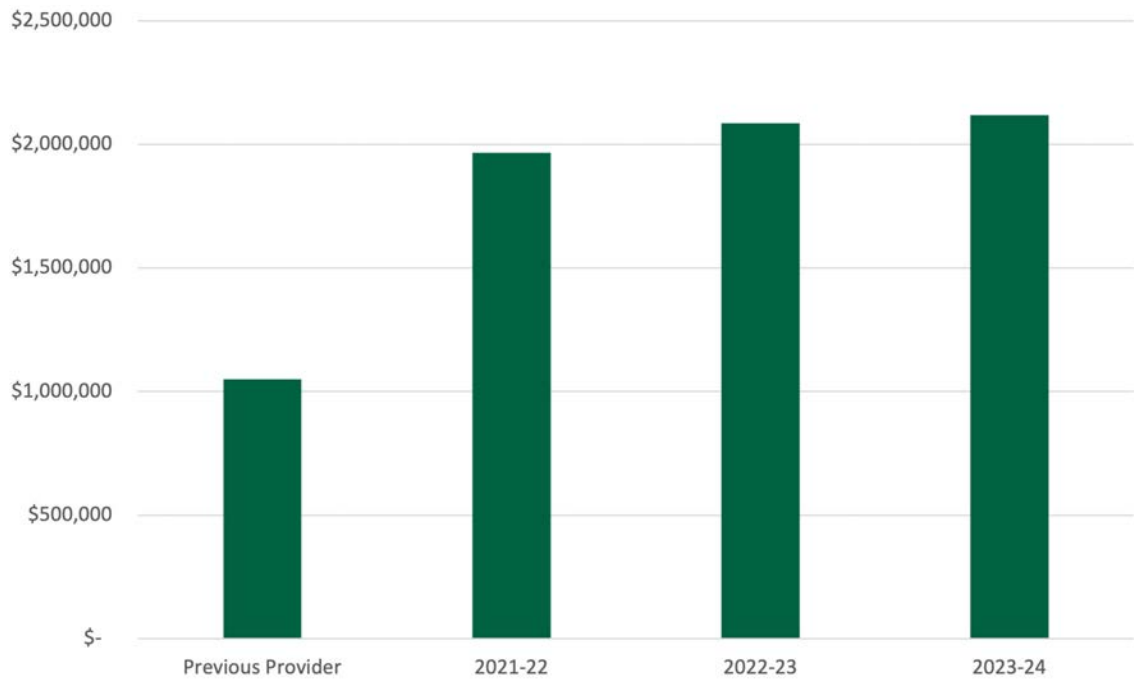
HINSDALE D86



102%

GROWTH OVER
PREVIOUS
PROVIDER

ST. CHARLES D303

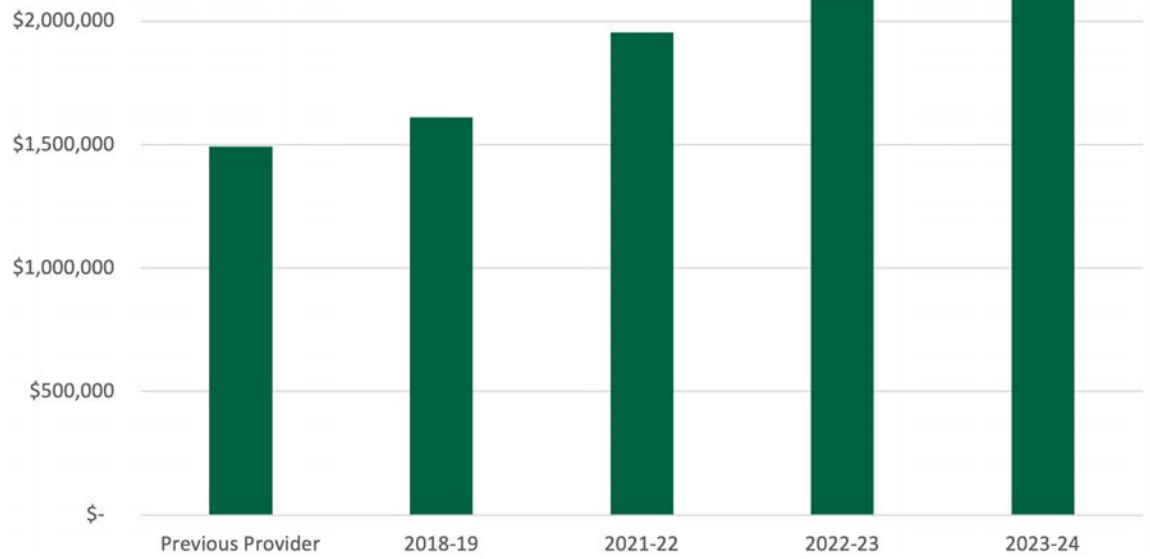




TOWNSHIP HIGH SCHOOL D113

50%

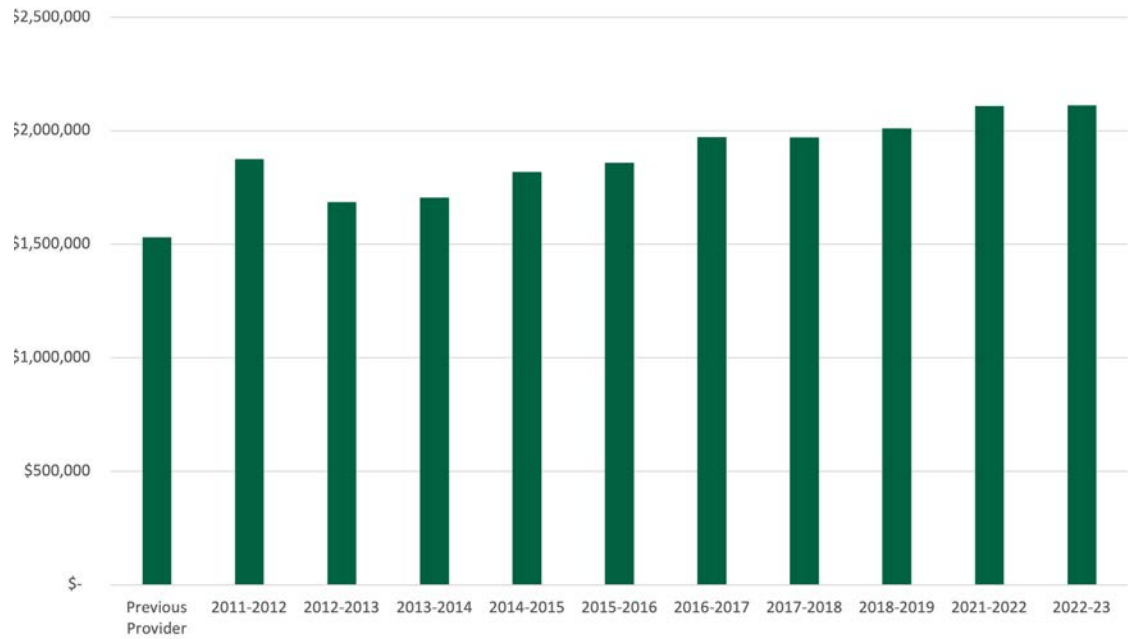
**GROWTH OVER
PREVIOUS
PROVIDER**



MAINE D207

41%

**GROWTH OVER
PREVIOUS
PROVIDER**



PARTNER REFERENCES

Glenbrook District 225

Client Name: Kimberly Ptak
Title: Director of Purchasing and Operations
Email: kptak@glenbrook.k12.il.us
Phone: (847) 486-4722
Enrollment: 5,000
Length of Partnership: 18 Years

Barrington Community Unit School D220

Client Name: Sarah Lager
Title: Assistant Superintendent Business Services
Email: slager@barrington220.org
Phone: (847) 842-3550
Enrollment: 2,834
Length of Partnership: 8 Years

Highland Park/Deerfield High School D113

Client Name: Ali Mehanti
Title: CSBO
Email: amehanti@dist113.org
Phone: (224) 765-1003
Enrollment: 2,600
Length of Partnership: 6 Years

Hinsdale High School District 86

Client Name: Josh Stephenson
Title: Chief Financial Officer
Email: jstephen@hinsdale86.org
Phone: (630) 570-8087
Enrollment: 3797
Length of Partnership: 17 Years

New Trier High School District 203

Client Name: Chris Johnson
Title: Asst. Supt of Finance and Operations
Email: johnsonc@newtrier.k12.il.us
Phone: (847) 784-7722
Enrollment: 3779
Length of Partnership: 10 Years



NOTABLE PARTNERS

Off Program Public High Schools

BARRINGTON D220

DISTRICT D214

GLENBROOK D225

GRAYSLAKE D127

HIGHLAND PARK/DEERFIELD D113

HINSDALE TOWNSHIP D86

HOMESWOOD FLOSSMOOR D233

LAKE FOREST D115

LAKE PARK D108

LIBERTYVILLE/VERNON HILLS D128

LOCKPORT TOWNSHIP D205

MAINE TOWNSHIP D207

MINOOKA D111

MORRIS D101

MUNDELEIN D120

NEW TRIER D203

NILES TOWNSHIP D219

RIVERSIDE BROOKFIELD D208

ST. CHARLES D303

WARREN TOWNSHIP D121

WEST CHICAGO D94





Case Study: Glenbrook High School D225

Quest and Glenbrook High School District 225 (Glenbrook North and Glenbrook South) have worked in collaboration to create a dining program that prioritizes student satisfaction, innovation, and operational efficiency. By implementing thoughtful changes from the onset of the partnership, and responding to ongoing community feedback, the program continues to thrive and adapt to meet evolving needs.

Program Improvements

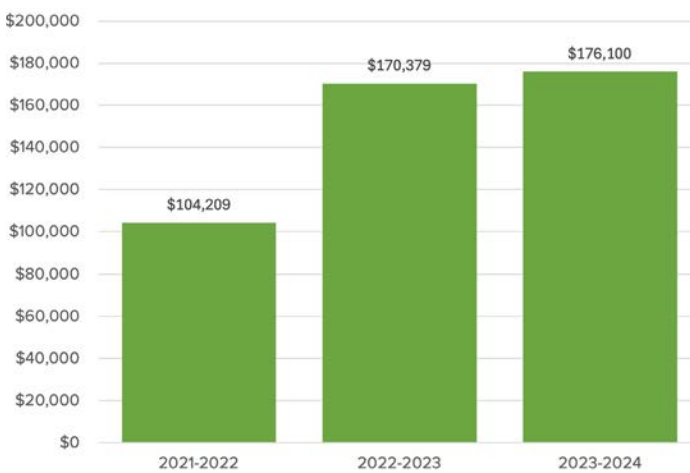
Quest implemented changes designed to meet the evolving tastes and operational needs of the Glenbrook school community. By gathering feedback, Quest identified new offerings that resonated with students such as paninis, poke bowls, authentic barbecue dishes, and more. Additionally, the layout of the dining room was reconfigured to increase the speed of service, giving students more time to eat and connect with friends. Quest also added new cafés, serving espresso drinks, smoothies and grab-and-go snack items, with average sales surpassing \$1k per day at each school. Finally, Quest introduced an online catering platform for the school community, creating a seamless ordering process for this additional service, and resulting in a 69% increase in catering sales over just three years.

Maintaining a Strong Partnership

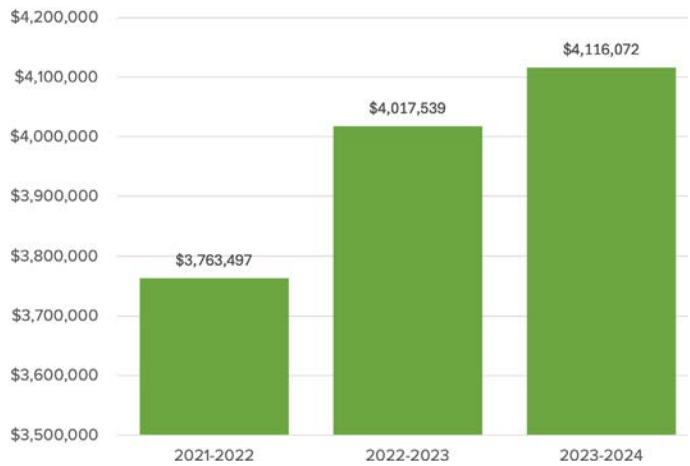
The longevity of Glenbrook’s partnership with Quest is rooted in mutual trust, responsiveness, and a shared commitment to excellence. Quest has kept a community-centered focus, regularly hosting food committees to receive feedback from the students and to gain insights for actionable improvements and menu updates.

Additionally, Quest hosts frequent Business Review meetings, presenting the client with the opportunity to see how the program is evolving and to share ideas about finding new ways to engage with students and increase participation. This collaboration has truly had a positive impact on both revenue and student experience.

CATERING REVENUE GROWTH



OVERALL REVENUE GROWTH





Case Study: Lake Forest High School

Prior to its partnership with Quest, the District's food service program was struggling to meet student satisfaction demands, driven by a program based on highly processed convenience foods, limited variety, and inefficiency. The program's marketing and merchandising efforts were institutional and running at a deficit due to low student spending.

A Creative Approach

Given the complexities of transitioning District staff to Quest's payroll, LFHS and Quest devised a creative approach. Quest provided an on site manager to lead and direct the dining program, with the full host and complement of Quest's infrastructure to support the program - just as Quest would offer in a fully managed program at Lyons Township.



Scratch Preparation Elevates Student Favorites

During this transition time, the on site staff remained on the District's payroll. While it took a bit of time, the District and Quest ultimately came to a method to hire, supervise, discipline, and reward employees together, with the Quest manager's voice leading the way, and the District's HR team ultimately completing all employment activities.

The Quest Difference

In the first year alone, Quest brought new menus, program innovation, and facility enhancement recommendations (including the construction of a new café) after conducting surveys and focus groups with student. Quest also brought culinary training for staff, food safety protocols, and a program based on scratch made foods and made-to-order options for students.

After the launch of the new program, Quest continued to conduct regular focus groups with students for feedback and sent surveys for both students and faculty. Collectively, these efforts resulted in a 72% increase in sales in the first year alone.

Since then, Quest has continued to listen, innovate, adjust, and improve the program at Lake Forest High School. In total, the District's sales have grown about 140% since partnering with Quest.

LFHS YEAR-OVER-YEAR PER CAPITA

YEAR	PER CAPITA
2016-17 (pre-Quest)	\$2.28
2017-18	\$3.92
2018-19	\$4.33
2021-22	\$4.78
2022-23	\$4.85
2023-24	\$5.45
2024-25 (YTD)	\$6.05

LETTERS OF RECOMMENDATION



Hinsdale Township High School District 86

5500 South Grant Street
Hinsdale, IL 60521
630-655-6100

To Whom it May Concern:

I am writing the following reference letter to recommend Quest Food Management Services based on our partnership at Hinsdale Township High School District 86. Over the past 16 years, our collaboration has been marked by remarkable growth and a profound commitment to serving our students, particularly those from low-income households.

One of the most significant achievements of our partnership has been the sales growth of over 65%, amounting to an increase of over \$1.0 million annually. This remarkable statistic is a testament to the exceptional quality and appeal of the services provided by Quest. Our students and the community have greatly benefited from the enhancement of our food service offerings, and we believe that this growth is a direct reflection of Quest's dedication to excellence and innovation.

Moreover, Quest Food Management Services has demonstrated a genuine commitment to expanding opportunities for low-income students within our District. Quest's initiative to partner with us in creating access to nutritious meals and diverse menu options has made a positive impact on enhancing the overall educational experience of our students.

In addition to their service and commitment to student well-being, Quest has been a reliable partner in supporting both small and large-scale facility and equipment replacement and remodeling projects. Their willingness to invest time and resources into these enhancements has ensured that we are equipped with the necessary infrastructure to provide exceptional food services that meet the needs of our diverse student body.

Finally, we appreciate the ongoing accessibility to Quest leadership, which has allowed us to maintain open lines of communication and address any potential issues swiftly. This level of support and collaboration is invaluable and strengthens our partnership.

In conclusion, I wholeheartedly recommend Quest Food Management Services for their outstanding performance and dedication to the Hinsdale Township High School District 86. We look forward to continuing our partnership and building upon the successes we've shared.

Sincerely,

A handwritten signature in black ink that reads 'Josh Stephenson'.

Josh Stephenson
Chief Financial Officer

A Tradition of Excellence

January 14, 2025

Quest Food Management Services
2500 S. Highland Ave. Suite 250
Lombard, IL 60148

To Whom It May Concern,

With great enthusiasm, I write this letter of recommendation for Quest Food Management Services in recognition of their exceptional partnership with Barrington High School. Quest has consistently delivered phenomenal food options that have enriched our students' dining experience for nearly six years. Their dedication to providing diverse and high-quality meal selections while incorporating student feedback into menu planning has made them an invaluable asset to our school community.

Quest's commitment to excellence is evident in every aspect of its service. It goes above and beyond to create innovative, nutritious, and delicious menu items that appeal to a wide range of student preferences. Its responsiveness to student input ensures that the dining program remains dynamic and engaging, fostering a positive mealtime environment. The seamless collaboration between Quest and our school administration has made daily operations efficient and effective, allowing us to focus on supporting student success.

Beyond the exceptional food quality, Quest has demonstrated a deep understanding of the needs of our students and staff. Their proactive approach to addressing feedback, maintaining high cleanliness and safety standards, and fostering an inclusive dining atmosphere has contributed significantly to the overall student experience.

I confidently recommend Quest Food Management Services to any organization seeking a dedicated, innovative, student-focused food service provider. They have consistently exceeded our expectations and continue to be a valued partner in enhancing the high school dining experience.

Sincerely,



Sarah Lager
Assistant Superintendent for Business Services
Barrington CUSD 220



Ali Mehanti | Assistant Superintendent for Finance, CSBO | **ph 224.765.1003** | **email amehanti@dist113.org**

January 14, 2025

To Whom It May Concern,

I am writing to recommend Quest Food Management Services as a dedicated and effective partner for any educational institution seeking to enhance their food service programs. Since Township High School District 113 began our collaboration with Quest in the 2018-19 school year, we have consistently experienced outstanding results that speak to their commitment to excellence and innovation in school nutrition.

Over the past six years, we have witnessed a remarkable 50% growth in sales, which is a testament to the quality and appeal of the meals provided. Quest has not only increased participation in our meal programs but has also improved the overall dining experience for our students, as indicated by a 20% increase in free meal participation and consumption. This growth underscores Quest's ability to meet the diverse needs of our student population while fostering a welcoming and inclusive environment.

Quest has played a pivotal role during our recent comprehensive facility remodel, providing invaluable support and insights that have elevated our food service operations. Their leadership team has been exceptionally accessible and attentive throughout our partnership, ensuring that any concerns are addressed promptly and thoroughly.

Moreover, the food program offerings have been nothing short of high quality, innovative, and customized to the unique needs of each campus within our District. Quest's commitment to tailoring their services has allowed us to better serve our students, and it has resulted in an overall enhanced dining experience.

In conclusion, I wholeheartedly recommend Quest Food Management Services for any educational institution seeking a reliable and effective food service partner. Their dedication to quality, innovation, and customer service has made a significant positive impact on Township High School District 113, and I am confident they will bring the same level of excellence to your organization.

Sincerely,

Ali Mehanti
Assistant Superintendent for Finance, CSBO



To Whom it May Concern:

I am writing to wholeheartedly recommend Quest Food Management Services for their outstanding partnership with Grayslake High School District 127. Over the past two years, Quest has transformed our dining experience, delivering exceptional service and innovative food offerings that have significantly enriched our school community.

In their first year with us, Quest achieved an impressive 59% growth in sales over our previous provider. This remarkable success was followed by an additional 20% increase in the second year. Such growth is a testament to Quest's unwavering commitment to quality, featuring fresh, assembled-to-order offerings and an expanded variety of options that directly respond to our students' needs and preferences.

Quest managed the transition seamlessly, retaining the vast majority of our existing dining services team members. This not only ensured continuity but also fostered an environment where our staff felt valued and supported. Furthermore, Quest staff have formed amazing positive relationships with our students at both Grayslake Central and North High Schools, creating a welcoming and supportive atmosphere that enhances the overall dining experience.

Excellent communication with our Food Services Director, Rob Zino, has been another standout aspect of our partnership. Rob's collaboration with Quest has ensured that our district's unique needs are met with precision and care, reflecting their dedication to maintaining a high standard of service.

Additionally, Quest's collaboration with our Student Life department has been instrumental in supporting various fundraising efforts within our school community. This partnership has strengthened connections and encouraged active participation from students and families alike.

The leadership of Quest, including their onsite management team, has been consistently accessible and attentive. They have demonstrated a genuine commitment to responding to our district's needs and suggestions, making our partnership truly collaborative.

In conclusion, I am confident that Quest Food Management Services will continue to excel and provide exceptional service to any educational institution they partner with. I highly recommend them without reservation.

Sincerely,

Abe Singh, Ed.D.
Associate Superintendent/CSBO

Maine Township High School District 207

1177 South Dee Road, Park Ridge, IL 60018-4398
847.696.3600 | www.maine207.org

DR. TATIANA BONUMA SUPERINTENDENT



January 21, 2025

To Whom It May Concern,

I am writing to recommend Quest Food Management Services. They have had a partnership with our educational community at Maine Township High School District 207. Over the past 19 years, our collaboration has been marked by sales and participation growth, a diverse menu offering and a profound commitment to serving our students, particularly those from low-income households.

One of the most significant achievements of our partnership has been the impressive sales growth of over 40%. This remarkable statistic is a testament to the quality and appeal of the services provided by Quest. Our students and the community have greatly benefited from the enhancement of our food service offerings, and we believe that this growth is a direct reflection of Quest's dedication to serving the needs of our students.

Quest has also been instrumental in successfully remodeling all three of our campus locations, ensuring that the facilities meet the highest standards and offer a welcoming environment for our students. This investment has been complemented by the implementation of coffee bars at both the South and West campuses, a feature that has been well-received by students and staff alike.

Additionally, we have seen a significant increase in daily participation in our food programs, including an increase in participation within the free and reduced lunch program. This demonstrates Quest's commitment to expanding access to nutritious and appealing meals for all students, regardless of income level. Quest has also introduced more scratch-made offerings and greater menu variety, further enhancing the overall dining experience across all campus locations.

The collaboration between Quest and our district leadership has been exemplary. Continued communication with school leadership has fostered a strong and productive business relationship, while Quest's responsiveness to student and parent inquiries, requests, and questions has built trust and satisfaction within our community.

In conclusion, I wholeheartedly recommend Quest Food Management Services for their outstanding performance and dedication to our district. Their unwavering commitment to excellence, innovation, and collaboration has made a lasting impact on our schools and the broader community. We look forward to continuing our partnership and building upon the successes we've shared.

Should you require further information, please feel free to contact me at 847.692.8085 or via email at mkalou@maine207.org

Sincerely,

Mary Kalou

Assistant Superintendent for Business
Maine Township High School District 207



To Whom It May Concern:

I have had the absolute pleasure of working with Mike McTaggart, Nick Saccaro, and the entire Quest Food Management, Inc. team for the last 15+ years.

In my role as Director of Operations and Purchasing for Glenbrook High School District 225, I worked closely with a committee of students, staff, teachers, and administrators to evaluate potential food service providers. During the evaluation process, Quest distinguished itself with exceptional food and beverage presentation, a diverse and high-quality selection of offerings, and a strong emphasis on healthy options, clear signage, and nutritional awareness. The decision to hire Quest was unanimous, and they have exceeded our expectations in every way.

Mike McTaggart and Nick Saccaro played a vital role in helping the district design inviting and elaborate food court spaces for our students. Every day, our students and staff enjoy a variety of healthy and delicious choices for both breakfast and lunch. Quest is deeply committed to innovation, constantly introducing new menu items and changing up the food lines to keep offerings fresh and engaging.

One of Quest's most notable strengths is their dedication to including students in the decision-making process. Through the use of a student food committee, they regularly pilot new ideas, discuss pricing, and gather feedback to refine their offerings. Additionally, Quest is exploring quicker grab-and-go options, including coffee shops, to better serve the fast-paced needs of our students and staff.

Beyond the daily cafeteria experience, Quest's catering services are outstanding. The presentation and selection are exceptional, with attention to detail that enhances every occasion. Their team consistently delivers visually appealing and delicious catering options, making them a trusted partner for a wide range of school and community events.

The entire Quest team is professional and has become a cherished part of the Glenbrook family. Their ability to consistently deliver high-quality, innovative, and student-focused food services has dramatically improved the cafeteria experience in our district.

I wholeheartedly give Quest my highest recommendation. Should you wish to learn more about our experience, I strongly encourage you to reach out to me.

Sincerely,

A handwritten signature in black ink, appearing to read "Kimberly L. Ptak".

Kimberly L. Ptak
Director of Operations & Purchasing

3801 West Lake Avenue Glenview, Illinois 60026
tel 847-998-6100 glenbrook225.org

COMPANY ACCOUNT LIST

Current Quest Client	Enrollment	Initiated	Service	Business Address	City	State	Zip	Account Type
Aptakisic Tripp School District 102	1845	2009	Lunch	1231 Weiland Rd.	Buffalo Grove	IL	60089	Public School
Aurora Central Catholic High School	640	2005	Bkfst, Lunch	1255 N. Edgelawn Dr.	Aurora	IL	60506	Private School
Avoca School District 37	700	2017	Lunch	2921 Illinois Rd.	Wilmette	IL	60091	Public School
Barrington D220 High School	3000	2019	Bkfst, Lunch, Catering, Retail	616 W. Main St.	Barrington	IL	60010	Public School
111 Canal Street	1500	2021	Bkfst, Lunch, Coffee, Catering	111 N. Canal St.	Chicago	IL	60606	Business Dining
Barry Callebaut	100	2022	Bkfst, Lunch, Coffee, Catering	600 W. Chicago Ave., Suite 860	Chicago	IL	60654	Business Dining
Batavia 101	6080	2013	NSBP/NSLP & non-NSLP Bkfst, Lunch, Catering	335 W. Wilson St.	Batavia	IL	60510	Public School
Beach Park D3	1600	2022	NSBP/NSLP	11315 W. Wadsworth Rd.	Beach Park	IL	60099	Public School
Benet Academy	1330	2012	Bkfst, Lunch, Catering	2200 Maple Ave.	Lisle	IL	60532	Private School
Brebeuf Jesuit Prep High School	800	2010	Bkfst, Lunch, Catering	2801 W. 86th St.	Indianapolis	IN	46268	Private School
British School of Chicago - Lincoln Park	400	2015	Bkfst, Lunch, Catering	814 W. Eastman St.	Chicago	IL	60642	Private School
British School of Chicago - South Loop	650	2015	Bkfst, Lunch, Catering	161 W. 9th St.	Chicago	IL	60605	Private School
Brookfield La Grange Park SD 95	1040	2013	Lunch	3524 Maple Ave.	Brookfield	IL	60513	Public School
Brookwood D167	1070	2022	NSBP/NSLP	201 Glenwood Dyer Rd.	Glenwood	IL	60425	Public School
Butler School District 53	487	2008	Lunch	60 Regent Dr.	Oak Brook	IL	60523	Public School
Calumet College of St. Joseph	500	2019	Bkfst, Lunch	2400 New York Ave.	Whiting	IN	46394	College
Canterbury School	905	2022	Bkfst, Lunch	5601 Covington Rd.	Fort Wayne	IN	46804	Private School
Captive Resources	400	2019	Bkfst, Lunch, Catering, Retail	1100 N. Arlington Heights Rd.	Itasca	IL	60143	Corporate Dining
Cardinal Ritter High School	800	2022	NSLP Consulting	3360 W. 30th St.	Indianapolis	IN	46222	Private School
Carmel High School	1325	2009	Bkfst, Lunch, Catering	One Carmel Pkwy.	Mundelein	IL	60060	Private School
Channahon D17	1165	2020	NSBP/NSLP	24920 S. Sage St.	Channahon	IL	60410	Public School
Chaney-Monge	497	2015	NSBP/NSLP	400 Elsie Ave.	Crest Hill	IL	60403	Public School
Christ the King College Prep	310	2009	NSBP/NSLP	5088 W. Jackson Blvd.	Chicago	IL	60644	Private School
Community Consolidated District 181	1455	2008	Bkfst, Lunch	115 W. 55th St.	Clarendon Hills	IL	60514	Public School
DePaul College Prep	450	2016	Bkfst, Lunch, Catering	3633 N. California Ave.	Chicago	IL	60618	Private School
West Northfield D31	847	2000	Lunch	3131 Techny Rd.	Northbrook	IL	60062	Public School

Current Quest Client	Enrollment	Initiated	Service	Business Address	City	State	Zip	Account Type
Dominican University	3500	2015	Bkfst, Lunch, Dinner, Coffee, Catering, Retail	7900 W. Division St.	River Forest	IL	60305	Higher Education
Eureka College	550	2020	Bkfst, Lunch, Dinner, Coffee, Catering, Retail	300 E. College Ave.	Eureka	IL	61530	Higher Education
Evergreen Park Community High School	815	2010	Bkfst, Lunch	9901 S. Kedzie Ave.	Evergreen Park	IL	60805	Public School
Farehouse	5000	2020	Bkfst, Lunch, Coffee, Catering, Retail	600 W. Chicago Ave.	Chicago	IL	60654	Business Dining
Fairmont District 89	335	2016	NSBP/NSLP	735 Green Garden Pl.	Lockport	IL	60441	Public School
Fenwick High School	1192	2000	Bkfst, Lunch, Catering	505 W. Washington Blvd.	Oak Park	IL	60302	Private School
Francis W. Parker School	934	2011	Bkfst, Lunch, Catering	330 Webster Ave.	Chicago	IL	60614	Private School
Frankfort District 157C	2591	2018	Bkfst, Lunch	10482 W. Nebraska St.	Frankfort	IL	60423	Public School
Fremont District 79	2184	2002	Lunch, Catering	28855 N. Fremont Center Rd.	Mundelein	IL	60060	Public School
Glen Crest District 89	634	1986	NSBP/NSLP	22W600 Butterfield Rd.	Glen Ellyn	IL	60137	Public School
Glenbrook School District #225	4958	2006	Bkfst, Lunch, Catering, Retail	1835 Landwehr Rd.	Glenview	IL	60026	Public School
Glen Ellyn D41	3600	2022	Bkfst, Lunch, Catering	793 N. Main St.	Glen Ellyn	IL	60137	Public School
Grant Community High School D124	1750	2022	NSLP Consulting	285 Grand Ave.	Fox Lake	IL	60020	Public School
Guerin Catholic High School	800	2021	Bkfst, Lunch, Catering	15300 Gray Rd.	Noblesville	IN	46062	Private School
Gurnee District 56	1900	2021	Bkfst, Lunch	3706 Florida Ave.	Gurnee	IL	60031	Public School
High Jump Parker		2015	Bkfst, Lunch	59 W. North Blvd.	Chicago	IL	60610	Non Profit Org
Hinsdale Township High School District 86	4520	2008	Bkfst, Lunch, Catering, Retail	5500 Grant St.	Hinsdale	IL	60521	Public School
Homer 33C	3813	2016	Bkfst, Lunch, Catering	15733 Bell Rd.	Homer Glen	IL	60491	Public School
Homewood Flossmoor HS D233	2800	2019	Bkfst, Lunch, Catering, Retail	999 Kedzie Ave.	Flossmoor	IL	60422	Public School
Huntley High School	3031	2021	Coffee Consulting	13719 Harmond Rd.	Huntley	IL	60142	Public School
Hyde Park Day School	60	2015	Lunch	6254 S. Ellis Ave.	Chicago	IL	60637	Private School
IC Catholic Prep	340	1990	Lunch	217 Cottage Hill Ave.	Elmhurst	IL	60126	Private School
Joliet Catholic	680	2015	Bkfst, Lunch, Catering	1200 N. Larkin Ave.	Joliet	IL	60435	Private School
JS Morton D201	8100	2011	NSLP Consulting	5041 W. 31st St.	Cicero	IL	60804	Public School

Current Quest Client	Enrollment	Initiated	Service	Business Address	City	State	Zip	Account Type
Komarek D94	843	2014	NSBP/NSLP	8940 W. 24th St.	North Riverside	IL	60546	Public School
Lake Bluff School District 65	890	2019	Lunch	121 E. Sheridan Pl.	Lake Bluff	IL	60044	Public School
Lake Forest High School District 115	1600	2016	Bkfst, Lunch, Catering	1285 N. McKinley Rd.	Lake Forest	IL	60045	Public School
Lake Forest School District 67	1865	2007	Bkfst, Lunch	67 W. Deerpath Rd.	Lake Forest	IL	60045	Public School
Lake Park High School District 108	2600	2020	Bkfst, Lunch, Catering	590 Medinah Rd.	Roselle	IL	60172	Public School
Community High School District 128	3223	2022	Bkfst, Lunch, Catering	50 Lakeview Pkwy., Suite 101	Vernon Hills	IL	60061	Public School
Lincolnshire-Prarie View School District 103	1713	2012	Lunch	1370 N. Riverwoods Rd.	Lincolnshire	IL	60069	Public School
Lockport Township High School District 205	3695	2016	Bkfst, Lunch, Catering	1333 E. 7th St.	Lockport	IL	60441	Public School
Loyola Academy	2005	2017	Bkfst, Lunch, Catering	1100 Laramie Ave.	Wilmette	IL	60091	Private School
Maine Township District 207	6331	2004	Bkfst, Lunch, Catering	1131 S. Dee Rd.	Park Ridge	IL	60068	Public School
Manhattan District 114	1742	2022	NSBP/NSLP	25632 S. Cougar Rd.	Manhattan	IL	60442	Public School
Marian Catholic	380	2021	Bkfst, Lunch, Catering	1001 McHenry Ave.	Woodstock	IL	60142	Private School
Marquette University	900	2019	Bkfst, Lunch, Catering	1250 W. Wisconsin Ave.	Milwaukee	WI	53233	Private School
Medinah D11	656	2022	NSLP	700 E. Commerce Ave.	Roselle	IL	60172	Public School
Milne-Kelvin District 91	660	2016	NSBP/NSLP	808 Adams St.	Lockport	IL	60441	Public School
Minooka Community High School D111	2602	2011	Bkfst, Lunch, Catering	301 S. Wabena Ave.	Minooka	IL	60447	Public School
Minooka Consolidated School District 201	2691	2019	NSLP Consulting	305 W. Church St.	Minooka	IL	60447	Public School
Montini Catholic High School	650	2017	Bkfst, Lunch, Catering	19W070 16th St.	Lombard	IL	60148	Private School
Mount Prospect	800	2020	Bkfst, Lunch, Catering	701 W. Gregory St.	Mt. Prospect	IL	60056	Public School
Mundelein High School D120	2055	2010	Bkfst, Lunch, Catering	1350 W. Hawley St.	Mundelein	IL	60060	Public School
Nazareth Academy	721	1994	Bkfst, Lunch, Catering	1209 W. Ogden Ave.	LaGrange Park	IL	60526	Private School
New Lenox D122	5221	2018	Bkfst, Lunch	102 S. Cedar Rd.	New Lenox	IL	60451	Public School
New Trier Township High School District 203	3992	2015	Bkfst, Lunch, Catering, Retail	7 Happ Rd.	Northfield	IL	60093	Public School
Niles Township High School District 219	4627	2019	Bkfst, Lunch, Catering	7700 Gross Point Rd.	Skokie	IL	60077	Public School
Noble Schools	12500	2022	NSBP/NSLP	1 N. State St., 15th Floor	Chicago	IL	60602	Public School
Northbrook-Glenview D30	1143	2018	Bkfst, Lunch, Catering	2370 Shermer Rd.	Northbrook	IL	60062	Public School

Current Quest Client	Enrollment	Initiated	Service	Business Address	City	State	Zip	Account Type
North Shore Country Day	540	2022	Bkfst, Lunch, Catering, Retail	310 Green Bay Rd.	Winnetka	IL	60093	Private School
O'Hare Plaza	1800	2022	Bkfst, Lunch, Dinner, Catering	8755 W. Higgins Rd.	Chicago	IL	60631	Business Dining
One America Tower	3500	2021	Bkfst, Lunch, Catering	One American Square	Indianapolis	IN	46282	Corporate Dining
Orland 135	4837	2007	Lunch	15100 S. 94th Ave.	Orland Park	IL	60462	Public School
Our Lady of Perpetual Help School	800	2013	Lunch	1123 Church St.	Glenview	IL	60025	Private School
Park Ridge District 64	4474	2017	Bkfst, Lunch	164 S. Prospect Ave.	Park Ridge	IL	60068	Public School
Park Tudor School	900	2019	Bkfst, Lunch, Catering	7200 N. College Ave.	Indianapolis	IN	46240	Private School
Richland District 88A	911	2016	NSLP	1919 Caton Farm Rd.	Crest Hill	IL	60403	Public School
Riverside Brookfield High School	1579	2009	Bkfst, Lunch, Catering	160 Ridgewood Rd.	Riverside	IL	60546	Public School
Rockdale SD 84	311	2015	NSLP	715 Meadow Ave.	Rockdale	IL	60436	Public School
Roselle SD12	666	2022	NSLP	100 E. Walnut St.	Roselle	IL	60172	Public School
Sauk Valley Community	700	2021	Bkfst, Lunch, Catering, Retail	173 IL Rt. 2	Dixon	IL	61021	Public School
Schaumburg Towers	1200	2019	Bkfst, Lunch, Catering, Retail	1400 American Ln., Suite 1000	Schaumburg	IL	60173	Corporate Dining
Shepherd Community Center	250	2022	NSLP Consulting	4107 Washington St.	Indianapolis	IN	46201	Non Profit Org
The Sonia Shankman Orthogenic School	138	2014	Bkfst, Lunch, Dinner	6425 S. Ingleside Ave.	Chicago	IL	60637	Private School
St. James Parish	420	2015	Lunch	820 N. Arlington Heights Rd.	Arlington Heights	IL	60004	Private School
St. Michael	450	2020	Lunch	314 W. Willow Ave.	Wheaton	IL	60187	Private School
St. Charles D303 High School	2964	2019	Bkfst, Lunch, Catering, Retail	201 S. 7th St.	St. Charles	IL	60174	Public School
St. Edward High School	425	2018	Bkfst, Lunch	335 Locust St.	Elgin	IL	60123	Private School
St. Francis University	311	2020	Bkfst, Lunch, Dinner, Catering	500 Wilcox St.	Joliet	IL	60435	Private School
St. Francis Xavier School Wilmette	362	2015	Lunch	808 Linden Ave.	Wilmette	IL	60091	Private School
St. Ignatius College Prep	1383	1999	Bkfst, Lunch, Catering	1076 W. Roosevelt Rd.	Chicago	IL	60608	Private School
St. Jude	188	2022	NSBP/NSLP	2212 McDonough St.	Joliet	IL	60436	Private School
St. Patrick High School	460	1986	Bkfst, Lunch, Catering	5900 W. Belmont Ave.	Chicago	IL	60634	Private School
St. Paul the Apostle	200	2022	NSBP/NSLP	130 Woodlawn Ave.	Joliet	IL	60435	Private School
St. Petronille Catholic School	458	2014	Satellite Operation	425 Prospect Ave.	Glen Ellyn	IL	60137	Private School
St. Procopius (The Abbey)	22	2020	Bkfst, Lunch, Catering	5601 College Rd.	Lisle	IL	60532	Senior Living
St. Pius	35	2021	Bkfst, Lunch, Catering	1909 S. Ashland Ave.	Chicago	IL	60608	Senior Living
St. Viator High School	915	1990	Bkfst, Lunch, Catering	1213 E. Oakton Ave.	Arlington Heights	IL	60004	Private School

Current Quest Client	Enrollment	Initiated	Service	Business Address	City	State	Zip	Account Type
Summit Hill District 161	2536	2015	Bkfst, Lunch	20100 S. Spruce Dr.	Frankfort	IL	60423	Public School
Taft SD90	344	2015	NSBP/NSLP	1605 S. Washington St.	Lockport	IL	60441	Public School
Tinley District 146	2446	2012	Lunch	6611 W. 171st St.	Tinley Park	IL	60477	Public School
Township HS District 113 (Highland Park / Deerfield)	2600	2018	Bkfst, Lunch, Dinner, Catering, Retail	1040 Park Ave. W.	Highland Park	IL	60035	Public School
Union SD81	114	2015	NSBP/NSLP	1661 Cherry Hill Rd.	Joliet	IL	60433	Public School
University of Chicago Laboratory Schools	2000	2018	Bkfst, Lunch, Catering	1362 E. 59th St.	Chicago	IL	60637	Private School
University of Detroit Jesuit High School & Academy	900	2018	Bkfst, Lunch, Catering	8400 N. Cambridge Ave.	Detroit	MI	48221	Private School
University of Indianapolis	6000	2016	Bkfst, Lunch, Dinner, Catering, Retail, Coffee	1400 E. Hanna Ave.	Indianapolis	IN	46227	Higher Education
Warren Township High School District 121	4480	2016	Bkfst, Lunch, Catering	34090 Almond Rd.	Gurnee	IL	60031	Public School
West Chicago District 94	1995	2008	Bkfst, Lunch, Catering	326 Joliet St.	West Chicago	IL	60185	Public School
Westchester School District 92.5	1077	2014	NSBP/NSLP	9981 Canterbury St.	Westchester	IL	60154	Public School
Will County Courthouse	300	2020	Bkfst, Lunch, Catering	14 W. Jefferson St.	Joliet	IL	60432	Business Dining
Winnetka D36 (Washburne School)	380	2021	Lunch	515 Hibbard Rd.	Winnetka	IL	60093	Public School
Worth School District 127	600	2014	NSBP/NSLP	11218 S. Ridgeland Ave.	Worth	IL	60482	Public School

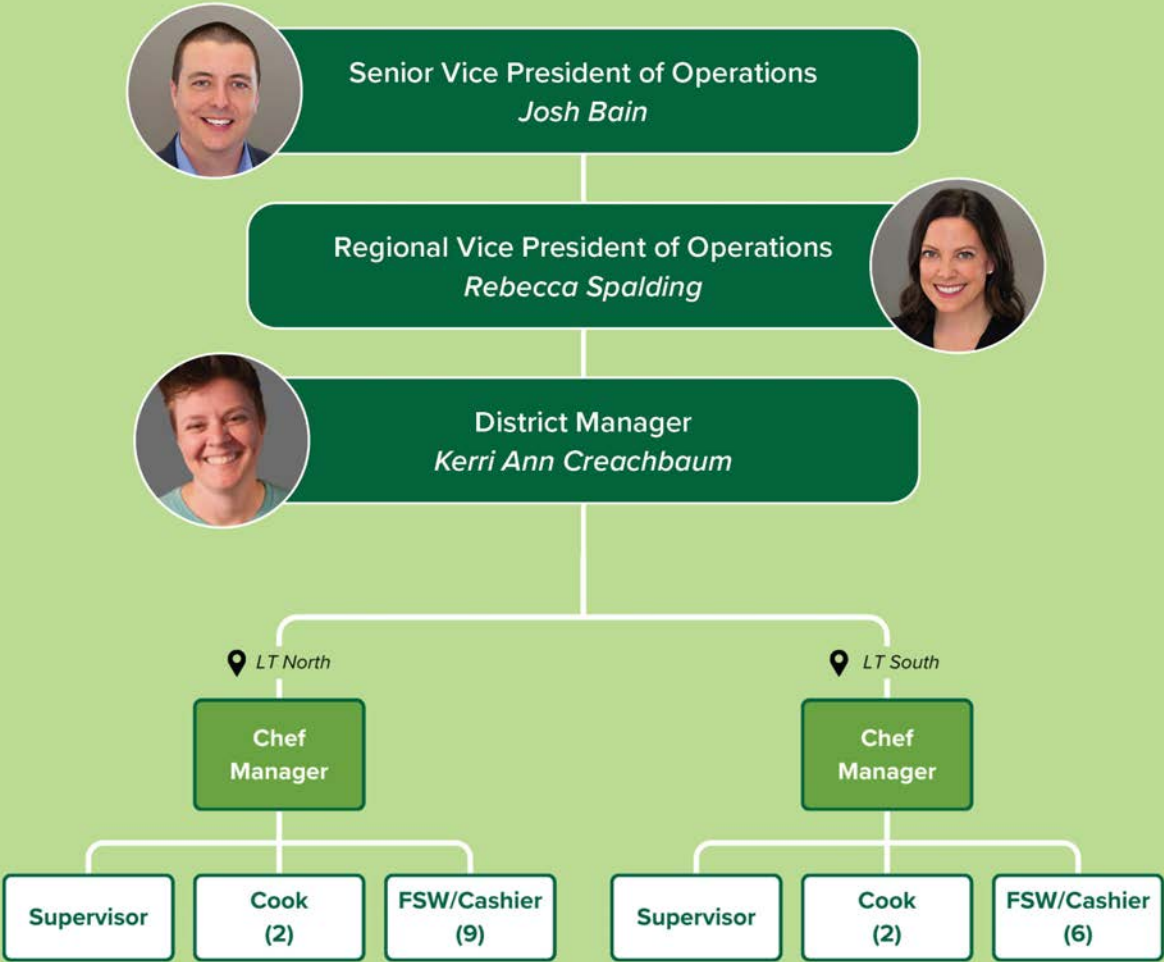
LOST CONTRACTS OVER 3-YEARS

- **Matteson D162** (Did not retain in NSLP rebid)
- **Batavia CUSD101** (Not lowest bid in NSLP rebid)
- **Butler D53** (Moved to meal drop-off service)
- **Lake Bluff D65** (Moved to meal drop-off service)

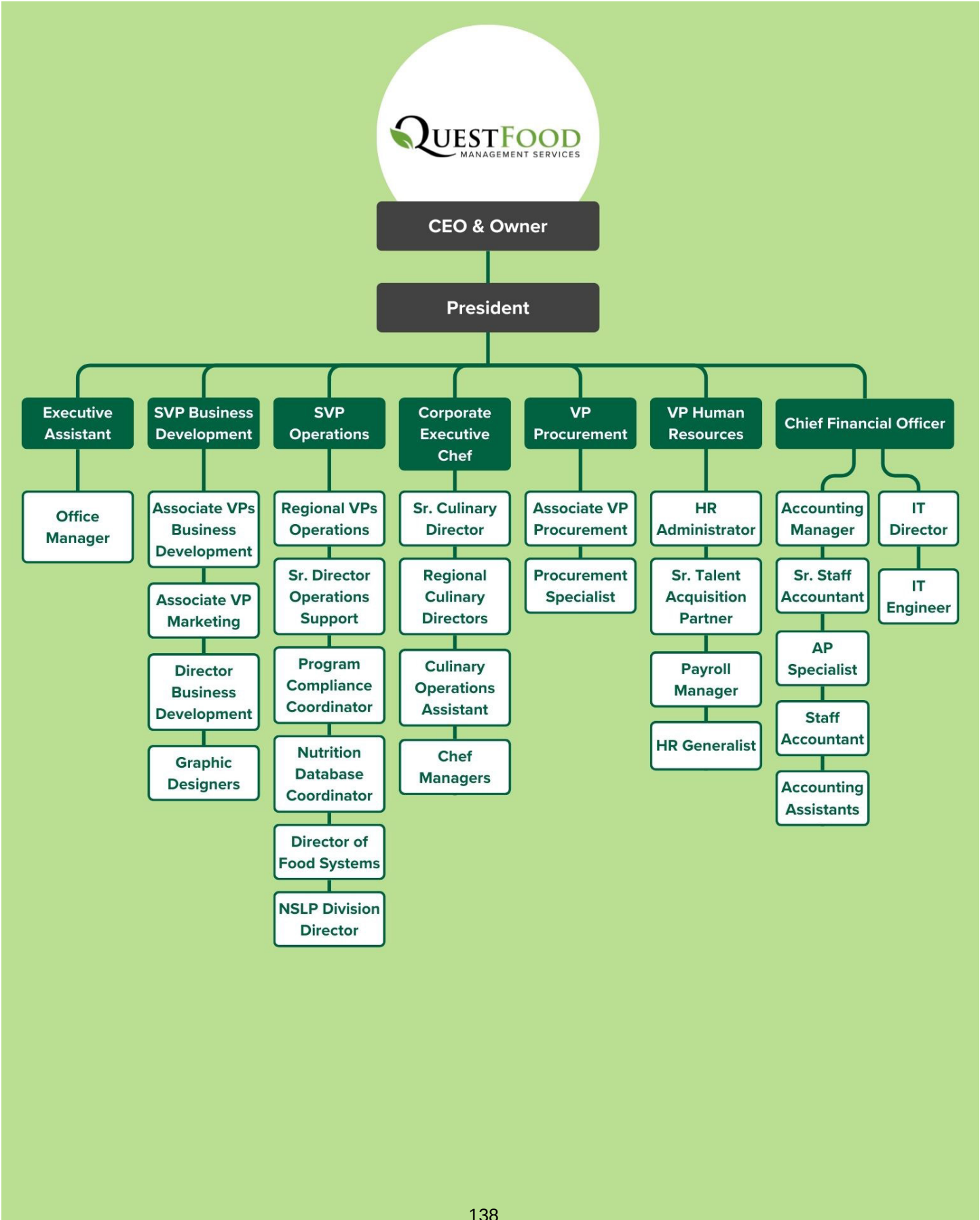
YOUR LOCAL QUEST TEAM

Quest customizes personnel planning to meet the unique needs of each school by focusing on the specific roles and positions that are essential to the success of the dining program. This involves reimagining staffing structures during transitions, prioritizing the retention of existing team members who have institutional knowledge, and actively recruiting new talent to fill critical roles.

Quest’s approach is rooted in their commitment to supportive management, extensive training programs, and a culture of balance and recognition. By aligning staffing models with each school's operational goals and program growth, Quest ensures all positions—from kitchen leads to food service workers—are strategically filled to support enhanced participation and program expansion.



COMPANY ORGANIZATIONAL CHART



DISTRICT MANAGER RESUME

KERRI ANN CREACHBAUM

Palatine, IL ♦ (630) 297-6013 ♦ kerricreachbaum@gmail.com

Objective: To utilize my culinary and organizational skills in an environment dedicated to producing high quality, healthy food that enhances our client's experience.

EDUCATION

KENDALL COLLEGE - Chicago, IL

Associates of Applied Sciences, Culinary Arts Accelerated Program Achieved September 2010

ILLINOIS STATE UNIVERSITY - Normal, IL

Bachelor of Science, Mathematics, Type 09 Certification in Mathematics Achieved May 2006

PROFESSIONAL EXPERIENCE

QUEST FOOD MANAGEMENT SERVICES - Lombard, IL

Multiple Positions, 2018 - Present

District Manager, July 2024 - Current

- Provides day-to-day leadership and management to unit leaders and team members
- Ensures unit-level operating budgets are in place and met, participates in budget forecast process
- Implements and maintains standards of quality for all areas of dining services operations

Area General Manager, October 2023 - June 2024

Culinary Director, July 2022 - September 2023

Food Service Director, January 2018 - July 2022

MORRISON COMMUNITY LIVING (Cantata) - Brookfield, IL

Executive Chef, 2016 - 2018

- Online Food Ordering, Inventory, Management of Food Budget, Scheduling
- Supervise 5 Cooks & 1 Baker, Menu Planning, 2,800 meals per week
- Worked with Mechanical and Pureed Diets

UNIDINE (Marian Village) - Homer Glen, IL

Executive Chef, 2014 - 2016

- Menu & Recipe Development
- Executed 1,400 meals per week
- Implemented new POS System in the Kitchen/Dining Room

Sous Chef, 2012 - 2014

- Staff Training & Coaching
- Inventory and Ordering

PROFESSIONAL EXPERIENCE CONTINUED

MARIE'S CATERING - Willowbrook, IL***Multiple Positions, 2010 - 2012*****Sous Chef, September 2010 - 2012****Line Cook/Prep Cook, April 2010 - August 2010****Internship, January 2010 - March 2010****DRISCOLL CATHOLIC HIGH SCHOOL - Addison, IL****Mathmatics Teacher, 2007 - 2009**

- Volleyball and Softball Coach

ST. JOSEPH HIGH SCHOOL - Westchester, IL**Mathmatics Teacher, 2006 - 2007**

- Volleyball and Softball Coach

FOOD SERVICE DIRECTOR RESUME

DAVID C. LAND

Lemont, IL ♦ (630) 207-9568 ♦ dave.land711@gmail.com

Experienced Certified Dietary Director and Chef seeking challenging position in healthcare dietary field which leverages acquired skillset and provides opportunities for growth and learning.

PROFESSIONAL EXPERIENCE

QUEST FOOD MANAGEMENT SERVICES

High School Food Service Director -2024 - Present

IIT-SOURCETECH - Lisle, IL

Chef, January 2018 - 2024

Management Solutions Specialist for Butterfield Healthcare Group & Infinity Healthcare Group

- Managed Dietary Directors, and staff for multiple Healthcare groups.
- Maintaining budgets and schedules
- Training workers in food preparation, and in service, sanitation, and safety procedures.
- Observing and evaluating workers and work procedures to ensure quality standards and service.
- Performing and completing reports for QAs.
- Recipe and Menu Development.

NOMI KITCHEN - Chicago, IL

AM Head Line Cook, September 2014 - 2017

4 Star, 4 Diamond Global Park Hyatt Property

- Work under with four unique head chefs; quickly adapted to their needs and style.
- Partner with three other line heads to oversee a kitchen staff of 30.
- Responsible for daily and special events food prep:
 - Lunch covers of 100-150.
 - Dinner covers of 200-250.
 - Holiday events of up to 450.
 - Private banquets.

FITS DESSERTS & CATERING

August 2016

Channeling my passion for nutritious and flavorful food for focused customer base; helping people get healthy.

- Creating Paleo, Macro, Vegan, Vegetarian, Diabetic, Fit based menus
- Planning and catering nutritious events of up to 150 guests.
- Preparing daily meals and menus for clients

GREEN ZEBRA - Chicago, IL

Pastry Chef & Sous Chef, February 2012 - 2014

- Managed kitchen staff of fifteen.
- Expedited and cooked for daily dinner service of 125.
- Planned daily menu based on local and seasonal supply and demand.
- Managed relationships with source vendors & suppliers; visited vendor premises directly for procurement of fresh ingredients.
- Oversaw complete restaurant inventory: food, supplies, service ware.
- Successfully designed menus catering to vegan and vegetarian food restrictions
- Mentored 2 culinary school graduates in pastry.

EDUCATION & CERTIFICATIONS

UNIVERSITY OF FLORIDA

CDM, CFPP Credentialing

Achieved March 2024

THE FRENCH PASTRY SCHOOL - Chicago, IL

- Master of Arts: Culinary
- L'Art de la Patisserie Program
- 6 Month Study Abroad Course in France
 - Studied under chefs Jacquy Pfeiffer, Sebastien Canonne M.O.F., John Kraus, Laura Ragano, Jonathan Dendauw, En-Ming Hsu, and Dimitri Fayard

Achieved December 2009

JOLIET JUNIOR COLLEGE - Joliet, IL

Bachelor of Arts: Culinary Art, Bachelor of Arts: Pastry

Achieved May 2007

Certified by the **City of Chicago** and the **State of Illinois** under the department of Public Health and **Serve Safe**.

STAGE EXPERIENCE

- Senza: Chicago, IL, Noah Sandoval
- Cetrella: Half Moon Bay, CA, Sean Eastwood
- Green Zebra: Chicago, IL, Shawn McClain
- Hot Chocolate: Chicago, IL, Mindy Segal

AWARDS

- Recognized by Phil Vitel for Outstanding Pastry, August 2007

DISTRICT MANAGER JOB DESCRIPTION

Job Title: District Manager Department: Operations Reports To: Regional Vice President of Operations FLSA Status: Exempt	
Position Summary The District Manager provides strategic direction and leadership to a team of Unit Mangers within an assigned geographic area. The DM will be responsible for providing the vision necessary to create world class operations by hiring and developing great people and ensuring systems and procedures are implemented properly and executed flawlessly at the unit level. The position accomplishes this through a respectful, constructive and energetic style, guided by Quest’s Mission, Vision, and Values.	
Essential Duties and Responsibilities • Cascades the vision of the organization to all accounts and account personnel, ensuring the vision, values and founding principles are effectively communicated, understood and practiced. Demonstrates commitment to Quest’s vision, values and founding principles through actions on a daily basis. • Drives the achievement of operating goals, profitability and sustainability. • Provides day-to-day leadership and management to Unit Leadership and hourly team members within the assigned district. • Foster a success-oriented, accountable environment within the company. • Represent Quest with clients, customers, and business partners consistent with our Mission, Vision, and Values. • Supports the development of leadership talent. Builds a pipeline of management candidates to support Quest’s growth and sustainability. • Ensures unit-level operating budgets are in place and met through a system of planning and control procedures; participates in budget and forecast process as needed.. • Implements and maintains standards of quality for all areas of the dining services/hospitality operation; assists in the development and on-going analysis of each account's dining services/hospitality quality plan. • Ensures systems are in place to train and develop all Unit Level leadership and hourly team members. • Ensures that all areas of the dining services operations are in compliance with Quest’s health and safety standards, as well as state and local health codes. • Ensures all company and account purchasing policies and procedures are in effect; that, through correct menu planning, receiving, and storage, maximum utilization of company resources is attained; quality specifications are adhered to. • Provides hands-on support as needed.. • Stay abreast of the competition by analyzing quarterly market analysis and consistent research of menu trends. • Educate clients with regular meetings and transparent, accountable relationship management efforts. • Perform other duties as required.	
<u>Job Requirements/Specifications</u>	
Required Education and Experience: <i>The requirements listed below are representative of the knowledge, skill, and/or ability required.</i> • Bachelor’s degree or equivalent work experience • For External hire, minimum of 5 to 7 years of multi-account management as District Manager or above. • For Internal hire, minimum of 6 months (24 months preferred) as a Unit Leader or above with Quest FMS, must be in good company standing and have a proven track record of performance • Extensive experience in the food service industry including a vast knowledge of establishing client relations and maintaining long term client relationships • Exemplary leadership skills • Expertise of the P&L impact and accounting practices • Possess excellent training and development skills and extensive opening experience of new accounts (Requires presentation skills where revenue generating ideas and/or menu tastings are presented and discussed) • Experience with cost controls, sanitation and safety is required • Strong communication and client management skills • Solid knowledge of financials • Proficient in MS Office • Responsible for meeting and maintaining state and local certification requirements (Food Service Manager) • Ability to travel across state lines via automobile and or air as necessary to support out of state client accounts or participate in sales site surveys, etc.	

FOOD SERVICE DIRECTOR JOB DESCRIPTION

Job Title: Director of Food Service Department: Operations	Reports To: District Manager FLSA Status: Exempt
Position Summary Responsible for leading the Quest nutrition and guest experience efforts, in order to provide vision, leadership and strategic guidance to the company in these areas. Ensures that Quest vision, values and founding principles are effectively communicated and practiced. Manages assigned company locations and team members.	
Essential Duties and Responsibilities • Cascades the vision of Quest Food Management Services ensuring the Quest vision, values and founding principles are effectively communicated, understood and practiced. • Demonstrates commitment to Quest vision, values and missions through actions on a daily basis. • Manage staff to include selection, work allocation, training, coaching and mentoring, problem resolution, performance evaluation and feedback, and corrective action. • Lead development of the food experience offered by Quest, including developing Quest’s food “brand” via recipes, menus, concepts, and merchandising. • Lead development of systems and processes to ensure all food experiences are operationally and financially executable. • Champion and advance Quest's nutritional standards in recipe, menu, and brand development. • Provide expertise in nutrition and wellness throughout Quest, including nutrition counseling for customers, operational advice and guidance regarding dietary needs, and nutrition and allergen information sharing. • Support Quest’s purchasing efforts to ensure product selection is aligned with food experience. • Lead Quest’s food safety and sanitation efforts, ensuring every meal is served with the highest levels of attention to safety for our guests. • Provide leadership in Quest’s corporate marketing and sales strategies. • Serve as Quest’s internal subject matter expert on sustainability, identifying ways for Quest to partner with clients to deliver onsite sustainability solutions and participate in industry best practices regarding sustainability. • Provide hands-on support as needed for special events and coverage for gaps in management presence at the account level. • Provide support in sales and marketing efforts for account retention and acquisition.	
<u>Job Requirements/Specifications</u>	
Required Education and Experience: <i>The requirements listed below are representative of the knowledge, skill, and/or ability required.</i>	
• Dietetics, Nutrition, Hospitality Management, or any field with equivalent work experience • K-12 food service experience strongly preferred • Three years of experience in food service management • Experience in developing and managing budgets • Experience in food safety leadership within a food service or restaurant environment • Experience in building and leading a high performing team	• Strong client relations experience • Proficient in MS Office • Strong knowledge of the food service and hospitality industry • Requires extensive hours at times and frequent local travel • Responsible for meeting and maintaining state and local certification requirements (Food Service Manager)



PERSONNEL MANAGEMENT & TRAINING

PERSONNEL MANAGEMENT & TRAINING

- a. What is your company's personnel management philosophy, particularly regarding Food Service Directors and their relationship to staff?
- b. Describe training and development programs you will provide for hourly employees and management personnel.
- c. How does your firm attempt to improve employee morale and reduce turnover?

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“The on-site Quest staff members are extremely responsive to me and to my leadership team whether it is a matter of catering a staff or parent function, maintaining a safe and healthy food service environment, remaining cognizant of food allergy concerns or handling the flexibility of school schedules.”

– Mary A. Dempsey, President at DePaul College Prep



IMPROVING MORALE AND REDUCING TURNOVER

A strong staffing foundation sets a program up for excellence.

At Quest, we believe that investing in our people is the most powerful way to build a strong, resilient, and high-performing team. We are committed to fostering an environment where every team member feels valued, supported and motivated to grow.

To provide clarity and consistency, Quest has implemented robust policies that serve as the foundation for our operations. These clear benchmarks help employees understand expectations and align their efforts with organizational goals.

Recognition and rewards are deeply embedded in Quest's culture. We celebrate individuals who go above and beyond, reinforcing our belief that every contribution matters. By honoring exceptional performance, we build a sense of purpose and pride within our teams and strengthen our collective culture of meaning and growth.

As part of our ongoing commitment to retention and team member satisfaction, **Quest provides all hourly team members with scheduled pay increases twice per year. This regular review cycle helps ensure that compensation remains competitive and reflects the value our team members bring to the organization.** It also communicates a clear message: we are invested in our people and their long-term success.

PERSONNEL POLICIES

Quest has developed an extensive and well-structured set of personnel policies designed to ensure clarity and consistency in guiding team members. These policies cover a wide range of critical areas, including workplace safety, behavioral expectations, customer service excellence, human resources protocols, and the mandatory training and certifications required for their roles. By maintaining these policies, Quest aims to foster a professional, safe, and productive work environment.

To ensure thorough implementation and compliance, these policies are carefully monitored and tailored to the specific needs of each account. Furthermore, they are systematically communicated to all new hires as part of their onboarding process. This is accomplished through the comprehensive New Team Member Orientation Workbook, which serves as a key resource for new employees, providing them with the foundational knowledge and guidance needed to successfully integrate into the organization and align with its standards and goals.



Scan the QR Code to view our
Team Member Handbook:



REWARDS AND RECOGNITIONS

Milestone Recognition

The Years of Service Award honors the dedication and commitment of employees who have chosen to build their careers with Quest. Recognizing the importance of retaining team members year after year, the program celebrates tenure starting at one year of service. At this milestone, employees are presented with a special Silver Coin, a meaningful token of appreciation symbolizing their successful completion of the school year and their decision to return for another full school year.



Quest continues to celebrate employees' tenure at 5, 10, and subsequent 5-year increments. For these milestones, employees receive a Special Rock, which gains additional layers with each new milestone. These rocks serve as a tangible and deeply personal tribute to the employee's dedication and longevity with Quest. They also represent the steadfast qualities of Quest's team members—steadiness, permanence, and strength.



Sister Team Members Receive Recognition Awards

Living Our Values Recognition

Quest's Values-Based Recognition Program highlights the greater purpose behind the work employees do every day while emphasizing the importance of how they achieve it. Throughout the school year, leaders identify team members who exemplify Quest's core values: Integrity, Responsiveness, Respect, Accountability, and Excellence.

These outstanding individuals are publicly recognized for their contributions and presented with a personalized glass award, engraved with the specific value they demonstrated. This program not only celebrates the achievements of team members but also reinforces the culture of excellence and shared values that drive Quest's success.

Going Above and Beyond

Throughout the school year, leaders across Quest's organization actively recognize and reward employees who go above and beyond in delivering exceptional service and creating value for students, clients, or their fellow team members. This recognition is designed to be immediate and meaningful, acknowledging outstanding contributions in real-time to reinforce positive actions and behaviors.

The program includes a variety of thoughtful rewards, such as gift cards, special lunch outings, and gift certificates, which provide a tangible expression of appreciation. Whether it's for exceptional teamwork, outstanding service, or innovative problem-solving, these rewards highlight the importance of individual contributions and their impact on the success of the dining program and the Quest community.

MVQ and Rookie of the Year

The Most Valuable Quester (MVQ) award honors team members who have made a significant impact in their roles by driving meaningful outcomes such as increased participation at an account, enhanced student engagement, improved program profitability, and strengthened employee retention. This recognition highlights individuals whose contributions have directly elevated the success of Quest's dining programs.

In addition, Quest annually presents the Rookie of the Year award to a new Manager who has demonstrated exceptional performance in a short period. This award celebrates their ability to transform an account's culture and achieve overall program success, showcasing their leadership, innovation, and dedication to making a positive difference.



Quest Honors Team Members Through Various Awards to Drive Engagement

TEAM COMMUNICATION

Feedback Surveys

Our online team survey helps us gather on-going feedback from our staff, providing important perspectives about their employment experience. Our Managers and HR team gather this feedback to identify areas of concern, trends in workplace satisfaction, and opportunities for growth and improvement as an employer. Survey results act as a foundation for initiatives aimed at enhancing team engagement, fostering a positive work environment, and improving team retention at our schools.

Daily Huddles & Open Door Policy

Regular communication with every team member allows us to understand their needs, align expectations, and identify areas where additional focus and support are needed to ensure the success of our dining programs. This is achieved through Daily Huddles, during which our managers address both short-term and long-term goals, highlight areas for improvement, and foster a culture of camaraderie and teamwork.

In addition to these structured meetings, our Open Door Policy ensures that every employee has direct access to leadership at any time, providing a platform to voice concerns, share feedback, or offer suggestions. This open and collaborative approach not only strengthens our team dynamics but also reinforces our commitment to creating a supportive environment where every voice is heard and valued.



Case Study: Noble Schools One Million Lunches

Before partnering with Quest, Noble Schools, a network of 15 schools and 12,500 students, were dissatisfied with their previous provider's packaged, heat-and-serve meals. When Quest took over, we introduced fresh, high-quality ingredients and a collaborative approach, giving every employee a voice in transforming the program. These efforts increased participation by 63% in the first year and 80% in the second, surpassing one million lunches served. To celebrate this achievement, Quest hosted a memorable event honoring the team's dedication.

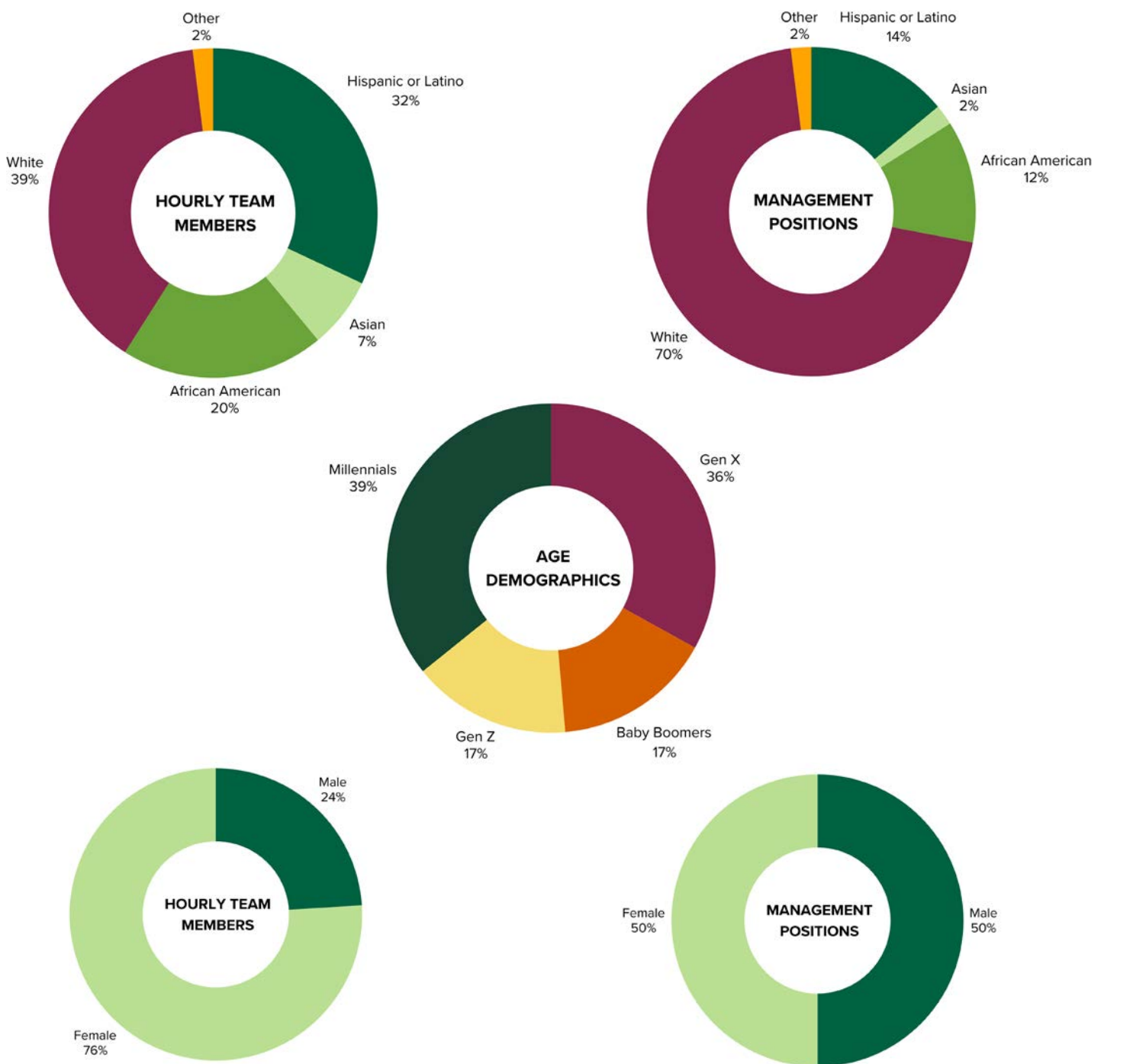


CELEBRATING
**ONE
MILLION
LUNCHES**



DIVERSITY IN HIRING

Quest strives to create opportunities for team members from a diversity of backgrounds who can bring unique perspectives and skillsets to the schools we serve as well as to the broader organization. Additionally, Quest continues to expand its training and advancement resources, to provide enhanced opportunities for career development and growth into supervisory roles. Our team is comprised of many individuals who began as hourly wage team members, grew into unit leadership roles, and were then promoted to district management positions. This pipeline for growth through mentorship and training, has benefited the diversity of our organization as well as the depth of understanding regarding the unique responsibilities and needs throughout every role of the company.



TEAM VOLUNTEERING

Quest connects with team members and local communities by supporting multiple volunteer opportunities throughout the year. These events align with our Mission, Vision, and Values, and provide our employees a chance to give back by helping others in need.

BUILDING BIKES FOR YMCA OF METROPOLITAN CHICAGO



Quest team members worked together to assemble over 100 new bikes for YMCA of Metropolitan Chicago. The organization distributed the bikes to children of all ages throughout their program, many of whom this was their first bike.

FILLING BACKPACKS FOR FILL A HEART 4 KIDS



While together at a Managers Meeting, all Quest managers and Home Office team members packed backpacks with school supplies for Fill a Heart 4 Kids, a nonprofit organization that provides support, gifts, and care to children in need.

SORTING BOOKS AT BERNIE'S BOOK BANK



The Quest Leadership Team continually gathers to sort and pack various books at Bernie's Book Bank, a nonprofit that distributes books to underprivileged children to promote literacy and a love of reading.

PACKING MEALS AT FEED MY STARVING CHILDREN



Quest team members helped pack thousands of nutritious meals for children at a local Feed My Starving Children, a nonprofit organization that provides nutritious meals to children in need around the world.

COLLECTING TOYS FOR TOYS FOR TOTS



During the holiday season, Quest team members at the Home Office came together to collect hundreds of toys which were later donated to Toys for Tots, a U.S. Marine Corps program dedicated to bringing holiday joy to many children in need.

RAISING MONEY FOR AMERICAN RED CROSS HURRICANE RELIEF



Following recent Hurricanes Helene and Milton, Quest launched an online campaign that raised more than \$5,000 for the American Red Cross' Hurricane Relief Fund, offering critical assistance and support to communities in need of recovery.

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“Quest continues to exceed my expectations and always has in the 15+ years I have worked with them. The Quest team is always highly responsive, customer oriented, and truly takes pride in the food they serve and service they provide. I could not be happier with the partnership.”

– Andrew Searle, Chief School Business Official at Mundelein High School



PROFESSIONAL DEVELOPMENT & TRAINING

A commitment to team members fosters growth & longevity.

The team at Quest embodies the organization's core values, bringing them to life in every interaction. From the friendly smiles in the cafeteria, to the skilled chefs who create fresh and innovative meals, and the management teams that prioritize responsiveness to both employees and clients, Quest's people are at the heart of the company's success. This dedication to personal connections, quality, and service reflects Quest's mission to go beyond food service and create meaningful partnerships that resonate with school communities.

Recognizing that its team members are its greatest asset, Quest makes significant investments in their professional growth and success. Comprehensive training programs are offered to ensure every employee, from hourly staff to senior management, has the skills and knowledge to excel in their role. Quest provides tools such as hands-on culinary training, leadership development workshops, and compliance education to foster confidence and expertise among its team and to encourage long-term career growth with the company.

SKILLS DEVELOPMENT

Management Training

Quest is deeply committed to fostering the professional growth and development of its team members by providing ongoing training designed to enhance skills at every level of the operation. This continuous learning approach ensures that all staff, from entry-level employees to senior leaders, are equipped with the knowledge and expertise needed to excel in their roles and deliver exceptional service. Training programs are organized and facilitated by the Quest Home Office Support Staff, who design engaging seminars, workshops, and hands-on training experiences to address a wide range of operational needs and industry standards.



Quest University Culinary Training

The training curriculum covers essential areas such as financial management and budgeting, helping team members understand and align with the organization's financial goals, and implementation of standard operating procedures (SOPs) to ensure operational consistency and compliance. Menu planning and development fosters creativity while meeting dietary needs, and cooking skills and techniques encourage culinary innovation and excellence. Additionally, a strong focus is placed on people management, equipping leaders with the tools to build, motivate, and lead effective teams.

Safety Training

Quest places a strong emphasis on safety by reinforcing standard safety training on a weekly basis and partnering with EcoSure to conduct detailed safety analyses. These efforts ensure that team members and students remain protected throughout every step of food preparation and handling. Quest provides comprehensive training on the HACCP (Hazard Analysis Critical Control Point) management system, which ensures the identification and control of biological, chemical, and physical hazards. Additionally, the team is trained on the EHS (Environmental Health Services) program developed by the CDC, focusing on the prevention of foodborne illnesses and other safety risks.

To further enhance readiness, Quest implements robust crisis communication plans to address potential product recalls or food safety issues. These plans are designed to quickly and effectively notify all affected parties, ensuring swift action to mitigate risks. By prioritizing these safety measures, Quest maintains a proactive approach to protecting the health and well-being of the school communities it serves.

Quest Life Employee Intranet

Quest has developed a custom, proprietary employee portal called Quest Life, designed to provide team members with easy access to essential resources in a single, user-friendly location. Through Quest Life, employees can access onboarding documents, training materials, tutorials, and other tools necessary for professional growth. This centralized platform ensures that Food Service Directors and hourly team members have quick and comprehensive access to everything they need to learn, grow, and succeed within the company.

In addition to operational resources, Quest Life offers personal development tools, including the Mental Health Corner and the Quest Life Health Series, which focus on promoting mental well-being and encouraging physical activity. These features highlight Quest's commitment to supporting the holistic growth and health of its team members, both professionally and personally.



Manager Meetings & Town Halls

Quest hosts two off-site Manager Meetings each year, in the summer and winter, to foster communication, collaboration, and professional development across the organization. These meetings align managers with company-wide goals and equip them with tools and strategies to enhance their dining programs, ensuring a superior experience for school communities.



The events also introduce new initiatives, resources, and innovations in operations, menu development, and customer engagement, enabling managers to implement best practices effectively. Additionally, the meetings celebrate managers' hard work with awards, recognition, and team-building activities, fostering motivation and pride. By bringing managers together, Quest strengthens its leadership network and empowers them to drive continuous improvements.

INTERNAL PROMOTIONS

Quest takes pride in cultivating career growth from within our organization by placing a priority on developing skills, coaching and mentoring to empower team members, and giving employees the skills to pursue a career path. We foster a culture that values longevity by offering incentives and opportunities that inspire team members to grow and remain committed to the culture and values of our company and

inspired by delivering exceptional service and achieving long-term success.

Below are a just a few examples of Quest team members who have grown within our organization to achieve advancement to new levels:



Cashier to Food Service Director

Carolina Reyes

I started working with Quest as a Cashier and after a few months of hard work, I was promoted to be head of Front of the House. It can be scary learning new things, but having the right people around me who cared about my growth made a big difference. After a few years, I was promoted to be the Food Service Director, and it has been such a rewarding experience because every day there is something new to learn.



Cook to Team Lead

Tawana Latham

I am grateful for the support and mentorship that has shaped my journey at Quest. Within just one year, I transitioned from a Cook serving over 400 students to a Team Lead partnering with the Food Service Director and General Manager in training and supervision for our team of 20 employees. I trust that Quest will continue to provide the resources and guidance necessary to support my continuing growth.



Driver to General Manager

Jorge Reyes

I began my journey at Quest as a Driver, delivering lunches to schools, and through my dedication and commitment to excellence, I was promoted to Chef Manager seven months later. After running a school program for two years, ensuring high quality service and surpassing sales goals, I was given the opportunity to become an Executive Chef, followed by the General Manager of a top business account.



Food Service Director to Regional VP Operations

Rachel Brown

I began as a Food Service Director, where Quest's supportive leadership and development opportunities set the foundation for my success. I was promoted to Area General Manager, then to District Manager, managing accounts across two states. The culture of empowerment paved the way for me to rise to Regional VP of Operations, where I now oversee half of the company's business.



Chef Manager to District Manager

Vivian Robles

As Chef Manager, I honed my culinary expertise while leading kitchen operations and managing teams, then transitioning to Food Service Director and Area General Manager, supporting the performance of four schools. As District Manager, I oversee 17 locations with a collective revenue approaching \$7 million. I am deeply grateful for the trust and development opportunities that have enabled me to make an impact.



Food Service Worker to General Manager

Pamela Gonzalez

I began with Quest as a Food Service Worker, eager to learn and take on new responsibilities. Over time, I worked my way up to the position of Cook, where I deepened my understanding of food preparation in a larger-scale environment. Today, I am proud to serve as the Chef Manager, overseeing not just the preparation of meals, but the management of the kitchen and development of creative menus.

160

UP TO SPEED TRAINING

Quest's *Up to Speed* Training program exemplifies the company's commitment to ensuring that new employees feel valued, connected, and supported from the very beginning of their careers at Quest. This program emphasizes the importance of building meaningful connections between new hires and the organization, their teams, their direct leaders, and the roles they have been brought on to fulfill. By fostering these relationships early on, the program helps create a sense of belonging and purpose, ensuring that employees feel both welcomed and motivated.



The Up to Speed program establishes clear training milestones throughout the onboarding journey, beginning even before an employee's first day. It encompasses key stages such as orientation, the first week, the first 90 days, and the first year of employment. Each stage is designed with specific goals to ensure new team members feel supported, confident, and fully equipped to excel in their roles. This structured approach provides new hires with the tools, resources, and guidance needed to perform their jobs effectively and integrate seamlessly into their teams.

Additionally, the program is tailored to accommodate employees who join mid-year, offering the same level of comprehensive training and support as those who start at the beginning of the school year. By maintaining a consistent and thorough onboarding experience, Quest ensures that all new team members are set up for success, regardless of when they join the organization.

UP TO SPEED TRAINING EXPECTATIONS

1 Your most important priorities over the next 30 days:

- Understand and use the safety guidelines and PPE for all equipment used
- Know how to access the Employee Handbook
- Follow evacuation and school safety procedures
- Be on time and punctual for your shifts, every day
- Learn the basic functions of the job and do them well
- Get to know and work closely with your team
- Ask questions when you don't know something
- Be open to feedback
- Help others on the team
- Learn the company's Mission, Vision and Values (MVV)

2 By 60 days on the job, I expect you to be able to:

- Complete the basic functions of the job correctly, consistently and independently
- Help others on the team willingly when they need it
- Apply the company's values consistently
- Always provide our customers with cheerful service and make their day with a smile
- Take initiative/action when you see things needing to be done
- Be eager and ask what you'd like to learn: "Could I work on Bread & Bowl? Would that be an option?"
- Let someone know if you have ideas on better ways to do things
- Interact positively with customers

3 Excellence or an "A+" in the longer term is measured by:

- Positive customer feedback
- Teammate feedback on your willingness to help the team and positivity
- Error rate better than expectations
- Completing assignments and tasks correctly and consistently
- Being a problem solver and leading with solutions rather than problems

4 Desired actions and behaviors of all team members:

- Curiosity about how and why we do things
- Eager to learn and improve
- Willingness to help
- Consistent on-time attendance
- Treat everyone with respect and treat others how you'd like to be treated

5 Actions and behaviors to avoid:

- Gossip or talking badly about anyone
- Surprises - Share bad news quickly
- Don't "stay stuck..." if you run into a problem, please ask someone
- Don't display an attitude of "that's not my job"

6 Advice for entering into the culture most effectively:

- Be yourself
- Offer help to others on the team
- Be friendly
- Learn as much as you can about what we do and why we do it
- Have fun - it's a cool job where we get to make a kid's day every now and then

TRAINING STANDARDS

Food Service Director

KEY KNOWLEDGE AREA FOOD

- Purchase & Delivery: Order and accept delivery of food items and supplies
- Storage, Preservation, Date Control: Maintain consistent FIFO inventory rotation for all categories of products and maintain stock control records
- Preparation: Monitor food preparation to ensure that food is produced safely
- Pathogens & Foodborne Illnesses: Investigate and document complaints regarding food safety
- Pathogenic Bacteria Identification: Notify the appropriate regulatory authority if a staff member reports infection by key pathogens
- Cross-Contamination: Monitor food preparation to ensure that food is produced using accepted protocols for the prevention of contamination and cross-contamination
- Cook & Cool: Monitor food preparation to ensure that food is produced safely using accepted protocols for prevention of time and temperature abuse
- Hot/Cold Hold: Monitor the recording of temperature at critical points in the preparation and serving of food to prevent the multiplication of harmful pathogenic bacteria
- Time & Temperature Controls: Check that staff record results at critical control points
- Service: Evaluate customer service procedures and make corrections

PERSONNEL

- Management & Training: Train (and re-train) staff on food safety policies and procedures, safe operation of equipment, cleaning and sanitization
- Handwashing: Check that staff are maintaining a high standard of handwashing, hand care, and proper glove use
- Work Attire: Check that staff are in compliance with work attire guidelines
- Illness signs and symptoms: Monitor the health of staff members to observe signs of illness



Maintaining Proper Cleaning for a Safe Workplace

CLEANING

- Cleaning Practices: Monitor workers to ensure proper cleaning and sanitization procedures are followed
- Chemicals & Cleaning Equipment: Check that chemicals and processes are appropriate for the surfaces being cleaned/sanitized and the types of soils present
- Sanitizing: Inspect food-contact surfaces, equipment, and work areas to ensure they have been properly cleaned and sanitized

REGULATORY

- Legal Requirements: Keep up-to-date with food safety information, including new regulations and company procedures
- HACCP: Coordinate and manage the flow of food through the entire processing cycle
- Records & Reporting: Maintain records to validate food safety practices are effective

FACILITIES

- Facility Requirements: Check that hand sinks are equipped with soap and single-use towels
- Equipment Auditing & Maintenance: Arrange for cleaning and maintenance services of the equipment and facility, internally or through a third party, perform and/or outsource facility repairs
- Pests: Monitor for infestations and that control procedures are followed by staff

ALLERGENS

- Regulatory: Keep up-to-date with food safety information, including new regulations, and company procedures regarding allergens
- Symptoms & Reactions: Train staff to know which menu items contain allergens and how to recognize the symptoms of an allergic reaction
- Main Allergens: List the allergens on any printed or digital menu
- Management & Training: Train staff to know which menu items contain allergens and how to recognize the symptoms of an allergic reaction
- Cross Contact: Monitor foods and utensils to minimize risks of cross-contact

All Employees Training Standards

- Describe how individuals can take personal responsibility to help protect an allergy sufferer from a food allergy-related incident
- Identify all major allergens, hidden allergens, and the importance of clear labeling
- State the importance of keeping work areas clean and hygienic and the role of personal hygiene
- Define the steps required to keep allergenic free food safe from cross-contact

STANDARD TRAINING PROTOCOLS

TRAINING - COMPANY WIDE	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Back to School Managers Meeting												
Mid Year Managers Meeting												

TRAINING MEETINGS/SCHEDULE			3x/school year									
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MONTHLY OPERATIONS MEETINGS (PRES., VP'S, DM'S)												
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UNIT MEETINGS - ALL EMPLOYEES - MONTHLY SAFETY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Kick-off Meeting to Review all Topics												
Civil Rights/Day Label Rotation												
Proper Holding Temps												
Dented Cans												
Proper Cooler Storage												
Slips, Trips, Falls												
Calibrating Thermometers												
Cooling												
Knives: Safety and Culinary Skills												
Reheating, Proper Cleaning												

UNIT MEETINGS - SKILLS, PROFESSIONAL	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Employee Handbooks: Review client and Quest handbooks												
Customer Service: Understanding Point of Sale and Service												
Blood Borne Pathogens, First Aid												
NSLP parameters, privacy, meals, and regulations												
Allergy Awareness & Readiness												
Social Media and Media: newspapers, reporters, Facebook, etc.												
Professional Conduct: can/can't say, customer service												
Harassment Awareness												

UNIT MEETINGS: COOKS/PREP/CHEFS/SERVERS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Monthly production & menu planning meetings												
Weekly purchasing/inventory reviews												
Daily pre-service menu review												
Quarterly menu and recipe development and review												
Special Culinary Events: Display Cooking, Planning, Implementation												
Catering: Holidays, Marketing, and Promoting												

UNIT MEETINGS: CASHIERS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Back to School: Point of Sale Refresher Course												
Quarterly "know your customer" in-service												
Daily pre-service menu review (what makes a meal etc.)												
Annual school nutrition association in-service training												



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"In our first year, we achieved an impressive 59% growth in sales, surpassing the previous provider. This remarkable success continued with an additional 20% increase in the second year."

– Abe Singh, Associate Superintendent/CSBO at Grayslake Community High School District 127



INNOVATION

New ideas lay the groundwork for great programs.

Quest prioritizes innovation to introduce fresh ideas and dynamic programming to partner schools. By constantly reimagining the dining experience, Quest crafts strategies that make school cafeterias hubs of excitement and culinary excellence. One hallmark of this innovative drive is the creation of the Culinary Circle, a team of professional chefs that steers the vision for incorporating cutting-edge food trends into everyday cafeteria offerings.

Quest has also championed a wide array of food trends, reflecting our commitment to global inspiration including dishes infused with international flavors, an expanded use of spices, and creative healthy grab-and-go options ensure variety and appeal. Beverage innovations such as smoothies and espresso bars further enrich the dining experience, offering something for every taste.

Quest's innovative approaches extend beyond menu planning as we strive to build meaningful connections with students through culinary engagement. Cooking demonstrations, food education programs, and interactive tasting events are some of the ways Quest brings our food philosophy to life. These initiatives make the cafeteria a space of discovery, where students can develop a lifelong appreciation for wholesome, diverse, and flavorful meals.

PROPOSED FOOD SERVICE PROGRAM

Under Quest's leadership, the Lyons Township food service program will include the following:

-  **FOCUS ON FRESH, SCRATCH MADE FOOD:** We will make immediate changes to bring fresh food to Lyons Township High School District 204, which will be the start of an ongoing transition to continually move away from highly processed, heat-and-serve foods as much as possible. We will base our plan on the equipment and capabilities of the Lyons Township High School District 204 facilities and dining services team, and the investment we are proposing in the addition of a skilled culinarian will allow us to continually train and enhance the capabilities of the dining services' team members to use fresh, wholesome ingredients.
-  **STRICT ADHERENCE TO OUR FOOD PHILOSOPHY:** Quest's Food Philosophy is the guiding principle of our program. We will eliminate added MSG, artificial trans fats, and other hormones, additives and preservatives as described in this proposal. Our commitment to this Philosophy ensures that students are eating real food, and again, that we are transitioning away from as much processed food as possible.
-  **ASSEMBLED-TO-ORDER OPTIONS:** We will immediately begin to offer assembled-to-order options for the Lyons Township High School District 204 students. Today's high school students are used to customized options at restaurants like Starbucks, Chipotle, Subway, etc. For the program to be relevant, and to drive participation, we must offer these options. These assembled-to-order options also allow students with dietary restrictions to have meals customized for their needs.
-  **GRAB-AND-GO AVAILABILITY:** Today's high school students are busier than ever, with full schedules of classes, clubs, sports, activities and meetings, before, during and after school. We will bring a fresh approach to the District's grab-and-go offerings to serve freshly made sandwiches, wraps, snacks, smoothies, beverages and other appealing options to meet students' busy schedules. We find that these offerings are often underrepresented in school food service programs, and they are a cornerstone of our high school offerings to meet students where they are at. We would propose making these options available before, during and after the school day, and not just during the lunch periods.
-  **DIETARY ALTERNATIVES:** One of our key strategies for Lyons Township High School District 204 is to enhance and expand dietary alternatives that students are excited about. Our goal is to provide a robust selection of healthy and appealing options that cater to the diverse dietary needs and preferences of both students and staff.
-  **ROBUST FREE MEAL PROGRAM:** Quest prides itself on providing a variety of high quality, accessible and culturally relevant meal options for students who qualify for free meals- including grab and go options. The results speak for themselves: in addition to the sales growth examples we've cited earlier, we've seen free meal consumption increases of over 100% in five years at Niles Township HS, over 60% during our tenure at Glenbrook HS and over 25% at Maine Township HS.

Lyons Township High School District 204 Program Benefits

These changes will offer numerous benefits to Lyons Township High School District 204:

- Increased program participation and sales growth, which will help provide a financially sustainable program, and ultimately over time, a return to invest back into facilities and equipment.
- Well-nourished students who are equipped to learn, especially at times of the day when students often struggle to pay attention due to hunger (i.e. early mornings and afternoons).
- Improved safety and class attendance for students who are rushing off campus to grab food at lunches or at the end of the day. When the students are content with options on campus, they are more likely to stay on campus, and therefore less likely to have safety incidents off campus or be late to class.
- Improved dining service team morale and retention as their skills grow and students respond positively to program changes. A transition to a new manager, new expectations, and new cooking methods will undoubtedly present challenges. However, our experience is that as students respond positively to the changes, as sales and participation grow, and as the team members are equipped with new skills, the dining services' team members are more engaged and more likely to stay in their positions.

Finally, Quest has provided recommended costs for the food and beverage options we are proposing to Lyons Township High School District 204. We also recommended, upon a review of Lyons Township High School District 204, some equipment enhancements, for example, hot buffet counter tops to display fresh made pizza, open air merchandiser for a more robust grab n go offering etc., and potentially some new service points, such as incredibly popular cafés. With that said, we understand that every school district has financial constraints, and we do feel confident that we can execute a high-quality program with the equipment that is currently in place.



Assembled-to-Order Options Increases Student Participation

LYONS TOWNSHIP PROGRAM IMPLEMENTATION

We will begin with a keen focus on the food and an immediate transition to more variety and scratch made food, assembled-to-order stations, grab-and-go options, and innovative programming. We will deliver food experiences that today's high school students expect, and this transition will be a never-ending pursuit of a program that constantly evolves to meet student demands.



Our Recipes Start with Fresh Ingredients

We will also make immediate suggestions to enhance the presentation of the dining serveries and, in some cases, the equipment needed to deliver a high-quality program. When a school's program looks and feels institutional, it feels out of touch. It feels stale, and it feels uninspired. With small changes to how the serveries look, and how the food is served, we will make a significant impact on how the dining experience feels for the Lyons student body.

Finally, we will regularly engage with the Lyons community to adapt and evolve. In looking at the success we've had in decades-long partnerships at places like Glenbrook High Schools, Maine Township High Schools and Hinsdale High Schools, it's clear that we continue to enhance our programs and grow sales and participation. We do that by listening to the students, and providing the flexibility for each site to develop programming that meets its specific community's needs.

Our approach is proven, our track record is unmatched, and the list of peer schools that we serve is unparalleled. And yet, Quest knows that every partnership has its unique opportunities and challenges. We will bring the full weight of our entire organization's resources, headquartered a mere 50 minutes away from the District, to ensure that the Lyons community has the support necessary to manage this unique transition.

QUEST CULINARY CIRCLE

Quest's Culinary Circle consists of highly skilled chefs from across the organization who come from a variety of backgrounds in food and hospitality and are dedicated to driving culinary innovation and excellence in Quest partner schools. This talented group collaborates regularly to enhance the dining experience through innovative recipes, evaluating industry food trends, and finding new ways to connect with students through food.



Culinary Circle Impact

The mission of Quest's Culinary Circle is guided by the following key objectives:

- **Share Our Food Story with Guests:** Through every dish, the Culinary Circle strives to communicate the values behind Quest's food philosophy, emphasizing scratch made recipes, high-quality ingredients, and responsible sourcing.
- **Create Innovative Food Programming:** By exploring new culinary trends, developing unique menu offerings, and introducing creative dining concepts, the Culinary Circle ensures that Quest schools remain at the forefront of modern food service.
- **Be Food Educators and Engage Students:** The Culinary Circle takes an active role in educating students about nutrition, food origins, and healthy eating habits, fostering a lifelong appreciation for wholesome, flavorful meals.
- **Identify the Best Tools for Menu Planning:** Leveraging their expertise, the team evaluates and refines menu planning resources to optimize efficiency, align with student preferences, and meet nutritional requirements.
- **Reduce Waste in Food Production:** By implementing thoughtful strategies, such as portion practices, ingredient utilization, and thoughtful sourcing, the Culinary Circle is committed to minimizing food waste and supporting Quest's sustainability goals.



Culinary Circle Chefs Bring Innovation

RESPONDING TO FOOD TRENDS

Quest actively stays informed about emerging food trends that influence both school food service and the broader food service industry. While students are often stereotyped as picky eaters, many are open to exploring new dishes when presented in an appealing and engaging manner. Recognizing that food trends often emerge from cultural shifts, Quest adapts by introducing innovative concept stations and fresh menu offerings that align with current tastes and preferences.

Global Flavors

The growing popularity of global flavors has been a significant trend in recent years, and Quest has embraced this by introducing concept stations like Picante, which offers authentic Mexican cuisine, and Hemispheres, a favorite station featuring a rotating selection of globally inspired dishes such as Chinese, Thai, Italian, Indian, Korean, and more. To meet student demand and capitalize on the continued rise of these flavors, Quest is currently developing new Barbecue and Mediterranean stations as its next innovative dining concepts.

Beyond global dining concepts, Quest has also embraced the growing trend of incorporating ethnic sauces and seasonings into familiar dishes. Sauces like chimichurri, ancho, and umami are not only popular in their traditional pairings but have also become trending additions to more familiar recipes. Quest frequently integrates these bold flavors, along with a variety of spices and herbs, into its menus to bring fresh and exciting twists to classic dishes.



Testing New Barbecue Concept Flavors



Global Foods Leading Student Trends



PROMOTION OF THE FOOD SERVICE PROGRAM

Consistent communication cultivates long-term success.

Quest actively promotes each food service program to ensure strong engagement and participation from the school community. Through our proprietary platform, My School Quest, students and caregivers have easy access to menus, nutritional details, and allergen information, providing transparency and convenience. This platform empowers families to make informed choices and fosters trust in the quality of the dining program.

We complement this with tailored Back-to-School materials, participation in orientation events, and ongoing program promotion via social media posting, digital signage, and print materials in cafeterias. These efforts boost awareness and create excitement around the program, encouraging participation and building a connection between the school community and the dining experience.

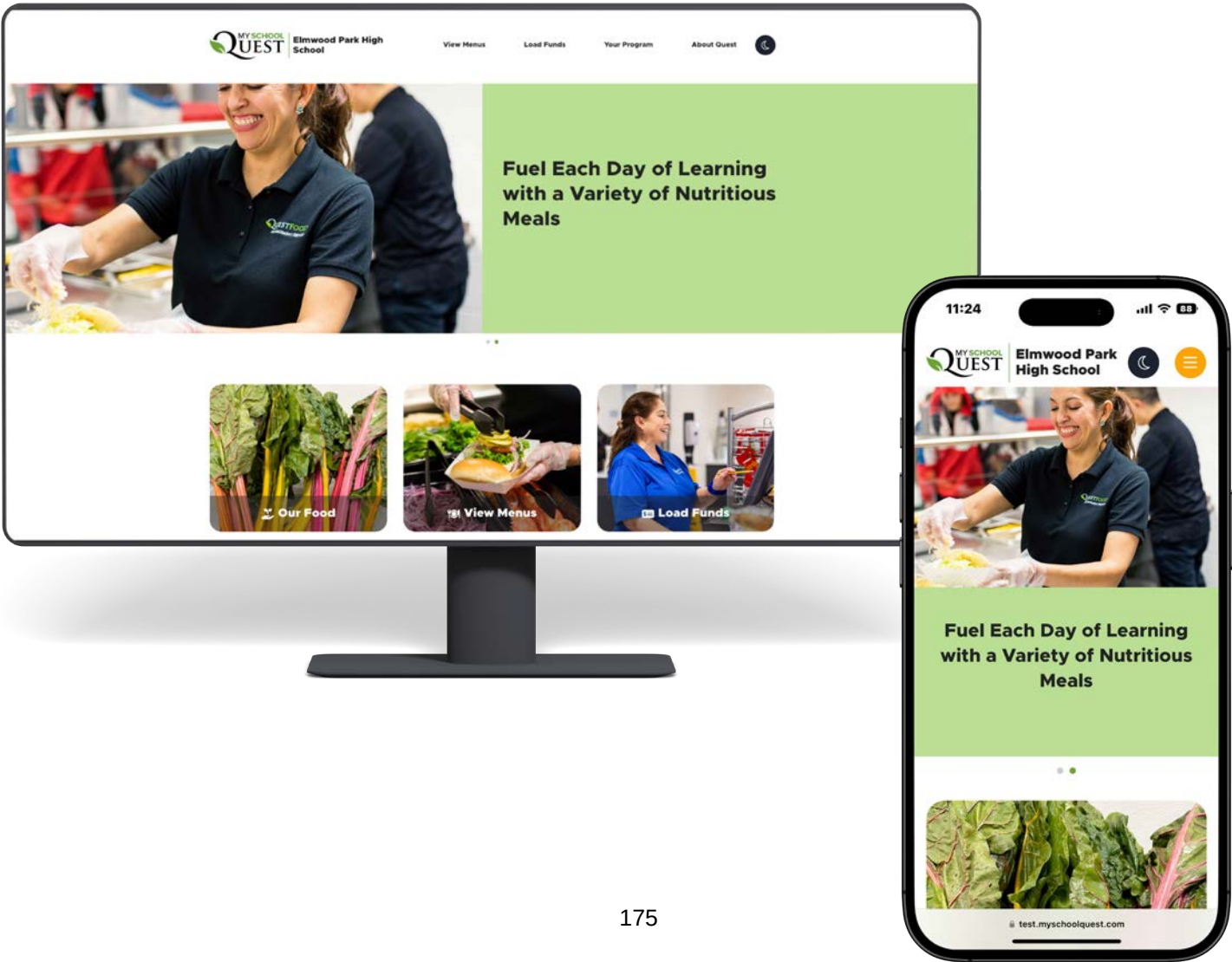
The benefits are clear: increased program visibility leads to higher participation rates, driving financial sustainability and satisfaction. By offering a variety of tools and resources to promote each dining program, Quest ensures that it resonates with students and families, creating a sense of pride and long-term success.

MY SCHOOL QUEST

MySchoolQuest is a proprietary, custom-created website and App platform for students and caregivers to easily access dining program information such as menu viewing, loading funds, providing feedback, and more. This is a one-stop destination for everything related to the dining program and is easily accessed with just a few clicks on a personal computer or smart phone device.

New partner schools are set up with their own website, including separate sites for multiple buildings where needed, including an easy toggle feature where caregivers can quickly move between multiple schools in the same district.

The MySchoolQuest platform is ADA-compliant, taking away the burden of school administrators to build out dining program information on their own district websites. The site also includes menu details such as nutritional data, allergens and general information regarding Quest food and ingredient standards and highlights of the dining program. Finally, the platform provides a venue for students to provide program feedback and to contact the Quest team directly for questions.





ADA-COMPLIANT, CUSTOM DINING WEBSITE & APP

VIEW & PRINT DAILY, WEEKLY & MONTHLY MENUS

INCLUDES NUTRITIONAL INFORMATION & ALLERGENS

LOAD FUNDS TO SCHOOL DINING ACCOUNT

PROVIDE FEEDBACK AND CONTACT QUEST TEAM

LEARN ABOUT FOOD PHILOSOPHY & PROGRAM DETAILS

Our Food Philosophy

Quest prioritizes the health and wellness of our students through chef-crafted recipes and scratch made cooking techniques using fresh, high-quality ingredients that are flavorful, wholesome and responsibly sourced.

[Learn more >](#)

Responsibly Sourced Ingredients.

Quest believes that purchasing from local and regional farms and producers allows us to serve the freshest food, while contributing to local economies and a more sustainable future.

[Learn About Food Philosophy & Program Details](#)

Lunch for Week of December 16th
December 16th - December 20th

[Breakfast](#) [Lunch](#)

[Filters](#) [Download](#)

Monday December 16th	Tuesday December 17th	Wednesday December 18th	Today December 19th	Friday December 20th
Pizza Main Entree Buffalo Chicken Pizzas Cheese Pizzas Pepperoni Pizzas	Pizza Main Entree Buffalo Chicken Pizzas Cheese Pizzas Pepperoni Pizzas	Pizza Main Entree Cheese Pizzas Pepperoni Pizzas Margherita Pizzas	Pizza Main Entree Cheese Pizzas Pepperoni Pizzas Margherita Pizzas	Pizza Main Entree Cheese Pizzas Pepperoni Pizzas Supreme Pizzas
Deli Main Entree Chicken Sandwich Wraps	Deli Main Entree Sandwiches & Jelly Sandwiches	Deli Main Entree Turkey & Cheese Sub Sandwiches	Deli Main Entree Chicken Caesar Wraps	Deli Main Entree Meat & Cheese Sandwiches
Dash Main Entree Chicken Caesar Salad Spicy Nuts	Dash Main Entree Homemade Winter Salad	Taco Bar Main Entree Chicken Chicken Sauce	Taco Bar Main Entree Chicken Chicken Sauce	Taco Bar Main Entree Chicken Chicken Sauce

[View & Print Daily, Weekly & Monthly Menus](#)

MySchoolBucks is your dining program payment system

MySchoolBucks allows you to manage your student's school meal account online or through your mobile device. You can add funds to the account, check account balances, and view recent purchases in the school cafeteria.

[Download on the App Store](#) [GET IT ON Google Play](#)

How to Enroll

- Go to [MySchoolBucks.com](#) or download the mobile app.
- Click on "Sign Up for Free."
- Create a User Profile with your email address, establish a password, and set up your security questions.
- Add a Student to your account using the student's name, date of birth, and/or Student ID number.

How to Load Funds

- Go to [MySchoolBucks.com](#) or open the mobile app.
- Enter your username and password to log in to your account.
- Click the green "Make a Payment" button on the homepage.
- Add a credit card number to your account and select the payment amount.

[Load Funds to School Dining Account](#)

176

BACK-TO-SCHOOL

Program Materials

Quest goes above and beyond to ensure that students and caregivers are well-informed about the dining program by providing detailed, engaging, and accessible Back-to-School materials. These resources are designed to keep the entire school community informed and equipped to take full advantage of the program offerings. The materials include comprehensive packets, concise one-sheets, user-friendly digital resources, and visually appealing social media tiles.

Each resource is thoughtfully crafted to communicate essential information, such as how to access menus, load funds into dining accounts, and understand the overall program structure, including its emphasis on food quality, nutrition, and variety. The digital resources and social media assets make it even easier for families to access information on-demand, ensuring they stay connected and updated throughout the year. By combining traditional printed materials with digital and social platforms, Quest ensures that its communication strategy reaches a wide audience, fostering a well-informed and engaged school community.



Orientation Events

In addition to providing comprehensive materials, Quest takes a hands-on approach by actively participating in Back-to-School nights and school orientations. These events serve as invaluable opportunities for in-person engagement, allowing Quest to connect directly with families, caregivers, and school staff. During these sessions, Quest representatives provide detailed information about the dining program, including menu options, nutritional highlights, account setup processes, and the overall commitment to quality and wellness.

Quest also encourages open communication by creating a welcoming space for families to ask questions, share feedback, and offer suggestions. This open dialogue helps address concerns, clarify any uncertainties, and gather insights to further enhance the dining program. The proactive presence of Quest at these events demonstrates its commitment to transparency, responsiveness, and collaboration, ensuring that families feel confident and supported.

DIGITAL COMMUNICATIONS

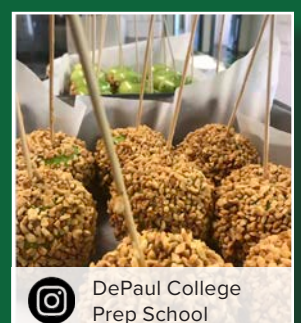
Social Media

The Quest Marketing team can offer tailored solutions to enhance communication and engagement for each dining program by developing custom social media feeds that are uniquely designed to reflect the needs and personality of the school community. These customized feeds serve as a dedicated platform to share dining program updates, highlight menu options, promote special events, and celebrate milestones or achievements, ensuring that students, staff and caregivers stay informed and connected.

In addition to managing custom feeds, Quest provides a range of visually engaging graphics and high-quality images that schools can use to communicate dining program details on their existing social media channels. Quest's creative team works closely with school administrators to ensure that the content aligns with the school's branding and communication style, fostering a cohesive and professional appearance.

Digital Resources

On-going communication is key to a successful dining program, and Quest provides a variety of resources to be used across all channels, including digital boards, e-blasts, and newsletters. We understand the families are seeking consistent news and updates about the dining program, as well as easy links to accessing important tools and information, so we have created a library of resources that are available to all of our schools.



CAFETERIA SIGNAGE

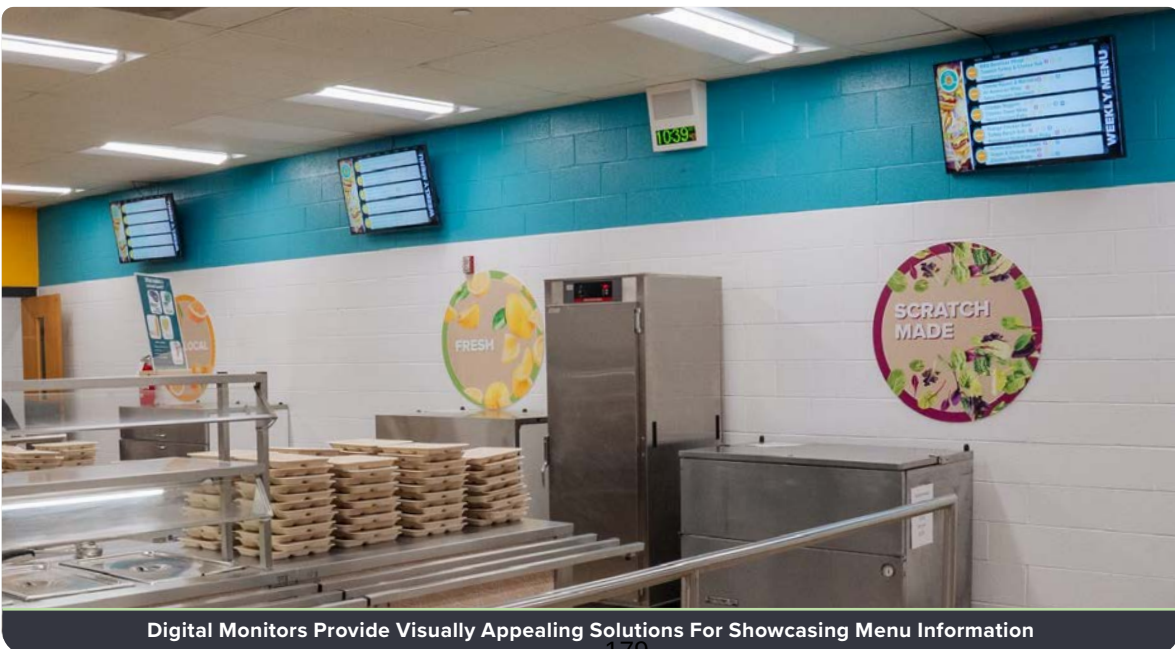
Print Signage

Quest enhances the cafeteria experience by incorporating vibrant wall art and strategically placed informative signage, transforming the dining space into an inviting and visually appealing environment. The wall art not only adds a touch of creativity and energy to the space but also serves as a platform to communicate key aspects of the dining program, such as the origins of ingredients, weekly menus, allergen icon information, and how to load account funds.

Digital Signage

Quest uses digital monitors to offer eye-catching solutions for displaying essential menu information in cafeteria serving areas. These dynamic displays are designed to provide up-to-date and easily accessible details about the day's offerings, ensuring that students can make informed meal choices with ease. One of the standout features of our digital monitors is the ability to display menus in multiple languages, making the dining program more inclusive and accessible to diverse school communities.

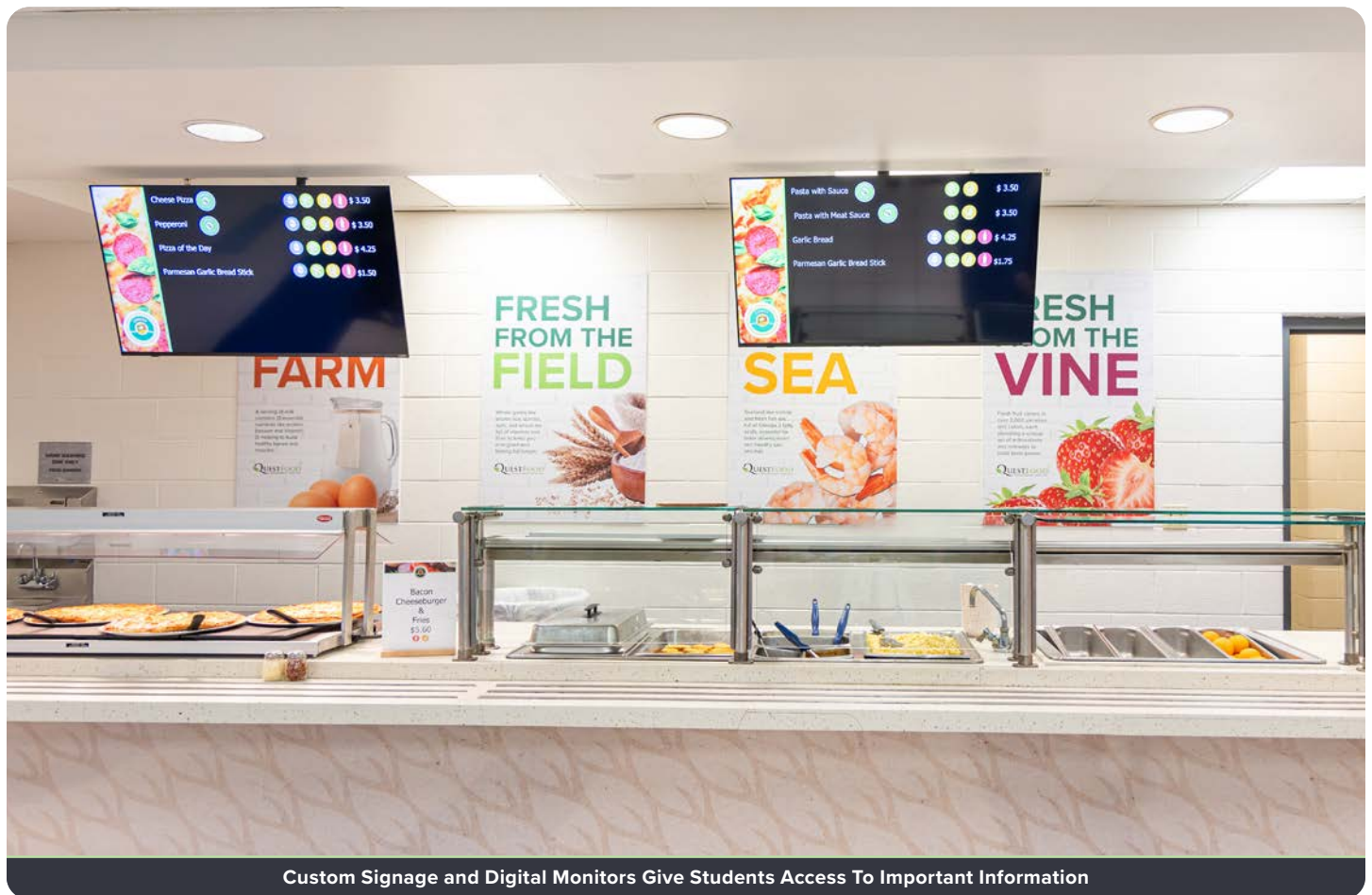
Additionally, digital monitors enable real-time updates, allowing menus to be modified quickly and efficiently to reflect any last-minute changes. This flexibility is particularly valuable for communicating adjustments due to ingredient availability. The monitors also incorporate allergen information directly alongside menu items, using clear icons or text to highlight potential allergens. This ensures that students with dietary restrictions or allergies can easily identify safe meal options.



DINING SPACE TRANSFORMATIONS

Branding With Purpose

Quest's team of designers specializes in transforming school cafeterias into vibrant, modern spaces that inspire students and foster a sense of community. By incorporating fresh graphics, bold imagery, and thoughtfully chosen color schemes, we create an inviting atmosphere that goes beyond a typical cafeteria. These redesigned spaces are tailored to reflect the school's identity and values, featuring colorful signage and wraps, motivational messaging, and themes to resonate with the student body. A modernized cafeteria not only makes lunchtime more enjoyable but also fosters a sense of pride in the school community, turning the cafeteria into a hub for connection and engagement.



Custom Signage and Digital Monitors Give Students Access To Important Information

INSPIRATIONAL SIGNAGE

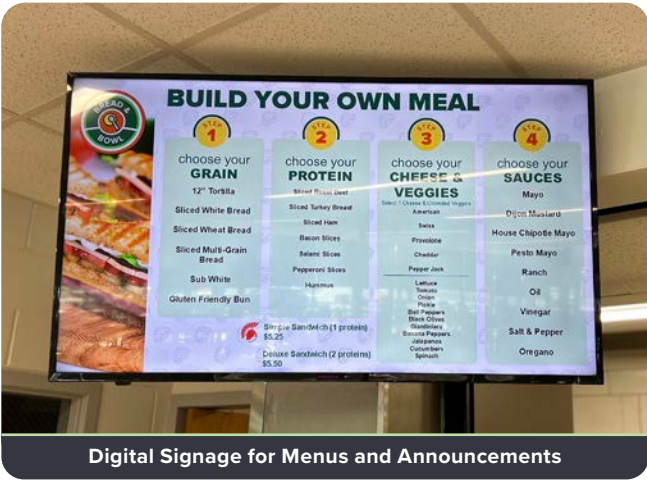
Quest creates vibrant and informative cafeteria signage to capture student's attention and inspire curiosity about the food program. Our clear and engaging displays keep students informed about upcoming menus and special promotions, nutrition information, and more, fostering a sense of connection and encouraging thoughtful food choices.



Quest Concept Station Signage



Transparent Food Philosophy & Sourcing



Digital Signage for Menus and Announcements



Systems Promoting Sustainability



Tabletop Daily Menus

Facility & Design Collaboration

Our team takes a comprehensive approach to evaluating cafeteria facilities, assessing both the functionality of existing equipment and the overall layout to determine how to best optimize the space to enhance workflow efficiency, upgrade outdated equipment, or reconfiguring the layout to better support food preparation and service needs. Quest prioritizes maximizing the use of equipment on hand, recommending smart, cost-effective upgrades only where necessary to improve the cafeteria's performance and align with the school's overall budget and goals.

Collaboration is a cornerstone of Quest's process, as the team works closely with other vendors, including architectural and design firms, to ensure all changes meet operational and aesthetic needs. From reimagining kitchen layouts to designing service lines that enhance the student experience, Quest fosters a team-oriented approach to deliver the best results. This partnership ensures that all aspects of the cafeteria — functionality, design, and usability — are seamlessly integrated, creating a space that meets the demands of both food preparation staff and students. By combining their expertise with input from trusted collaborators, Quest transforms cafeteria facilities into efficient, welcoming environments tailored to the school's unique needs.



“

"We've partnered with Quest on numerous school projects and in each case, the food experience for the students and staff was positively impacted in a meaningful way. Their commitment to the communities they serve is unwavering and unending."

– Scott Reitano, Principal, Reitano Design Group



INVOLVEMENT OF STUDENTS, STAFF & PATRONS



INVOLVEMENT OF STUDENTS, STAFF & PATRONS

What is your philosophy and plans regarding involvement of students, teachers, administrators and parents in program evaluation and selection of menus, discussion of nutritional issues, etc.?

“

“Based on discussion and feedback from students in Food Committee meetings, we immediately see positive changes in the cafeteria experience. The Quest team is incredibly receptive to student suggestions while also balancing the realities of food service within the high school setting.”

– Lauren Bonner, Assoc. Principal for Admin. Services at Glenbrook North High School



INVOLVEMENT OF STUDENTS, STAFF & PATRONS

Quest is a part of every community we serve.

Quest actively involves the school community in shaping their dining experience through initiatives such as Food Committees, where students provide valuable feedback about menu options, dining quality, and service preferences. These committees allow students to taste food items and give valuable feedback for our team to respond to.

Quest also promotes engagement through sample tastings in the cafeteria, classroom demonstrations and participation in school community events. These activities bring food education to life, teaching students about nutrition, cooking techniques, and the importance of fresh, responsibly sourced ingredients.

Ongoing guest surveys complement these efforts, offering a continuous stream of feedback that allows Quest to adapt and refine its offerings. By maintaining a collaborative and responsive approach, Quest fosters a dining program that students feel connected to and invested in, creating a vibrant and dynamic mealtime experience.

STUDENT FOOD COMMITTEES

Food Committees are a cornerstone of Quest's mission to provide intensely personal service and are the most important way for us to gain feedback from students, parents, and administrators. These events include a variety of food tastings as well as the opportunity for participants to provide feedback about the overall program quality and dining experience. Meetings are often held at the beginning of each partnership to specifically identify preferences and areas of opportunity and carry on throughout the life of each program to keep the dining services program fresh and in-line with current food trends.



Quest Hosting Student Food Committee

Program Feedback

During each Food Committee meeting, Quest begins by reviewing the dining program partnership and our Food Philosophy, which guides the quality and sourcing of our ingredients. We then gather feedback on how the current program is living up to those standards of quality and taste, including student preferences, improvement suggestions, and comments about the ordering process and interactions with staff.

Menu Tasting

Participants sample various food items, providing detailed feedback on which items they would like to see included in their weekly menus, and any other items that we may want to consider. Additionally, the group collaborates to shape the program's future, discussing wellness and sustainability initiatives, seasonal menu rotations, ordering technologies, and more, in an effort to grow program participation and satisfaction.

MANAGEMENT

QUEST

FOOD

SERVICES

MENU

Taco Bar with Plant-Based Al Pastor

Served with Street Corn, Spanish Rice, Red and Verde Scratch-Made Salsas and Corn and Flour Tortillas

Buffalo Chicken Pizza

Served with a Large Green Salad with Ranch and Italian Dressing and Cheesy Breadsticks

Mediterranean Couscous Salad

Fresh Couscous tossed in a homemade dressing with Vegetables, Herbs and Seasonings

Apple Overnight Oats

Oats and Yogurt Set Overnight with Apples and Honey for Sweetness

Oreo Cheesecake Parfait

Delicious Cheesecake Filling layered with Cookie Pieces and Whipped Topping

Next Steps

Finally, program goals are defined with clear deliverables and benchmarks for the Quest team, and follow-up measures are agreed upon to maintain communication and ensure long-term program improvements. The committee will discuss when the next time they meet will be, as to hold the team accountable for the suggestions received during the meeting.



Quest Team Members Collect Feedback From Students



Food Committees Offer Plant-Based & Other Dietary Options



Students Taste a Variety of New Menu Offerings



Student Groups Collaborate to Shape the Program's Future

MONTHLY PROMOTIONS

Quest proudly offers a dynamic calendar of Monthly Promotions tailored for K-12 schools, designed to drive greater program participation while promoting nutrition education centered around fresh ingredients and healthy choices. Each month features 3-4 themed promotional days, bringing exciting and unique dishes to the menu that stand apart from the usual dining experience. These days are more than just special meals—they are accompanied by engaging educational materials and eye-catching collateral or giveaways to make the events memorable and impactful.

Many promotions are aligned with national food holidays, such as National Taco Day or World Plant-Based Day, as well as health-focused initiatives like National Nutrition Month® and Earth Week. These themes provide a perfect opportunity to educate students about healthy eating habits in a fun and relatable way, while also introducing them to new flavors and culinary concepts. Kid-friendly celebrations, such as Rainbow Salad Day or Build-Your-Own Sandwich Day, spark excitement and creativity, encouraging students to explore healthy options in an engaging, hands-on manner.



Promotion For Gluten-Friendly Dish

SPIN ON SALADS

Monday, January 13th

Fresh, vibrant ingredients tossed with flavorful dressings create the perfect blend of taste and crunch – try this new twist on your typical salad!

WE ARE SERVING

Fiesta Salad

Crisp romaine lettuce tossed with grilled corn, black beans and homemade zesty ranch dressing



QUESTFOOD
MANAGEMENT SERVICES

SUPER SOUPS

Monday, January 6th

For National Soup Month, we're serving scratch made soups, a warm and satisfying way to enjoy pureed and whole veggies!

WE ARE SERVING

Butternut Squash Soup

Puréeed butternut squash, topped with a brown sugar drizzle and roasted pumpkin seeds



QUESTFOOD
MANAGEMENT SERVICES

FRESH WITH QUEST TASTINGS

Fresh with Quest Tastings offer an exciting way for our team to connect with students, showcase the benefits of nutritious ingredients, and collect valuable feedback to shape your dining program throughout the year. The featured ingredients and recipes are simple, approachable, and designed to create a fun, engaging experience that encourages students to try something new!

Our tasting set-up brings energy and attention to sampling days with branded materials, eye-catching displays, tabletop signage, and fun giveaways. Sample-sized portions and visual examples of the featured ingredients help students learn about new foods and recognize these items both in the cafeteria and beyond.



The Fresh With Quest Tastings Set Up Energizes Sampling Days With Vibrant Signage & Exciting Giveaway Items

LIVE DEMONSTRATIONS

Quest hosts live cooking demonstrations that not only showcase innovative and diverse menu options but also engage students in an immersive, hands-on culinary experience. These sessions encourage students to participate in ingredient selection and learn practical cooking techniques directly from skilled chefs. By emphasizing the use of fresh, high-quality ingredients, these demonstrations educate students about the importance of healthy eating and the value of scratch made meals.

Additionally, these interactive experiences create a sense of excitement and curiosity about food, inspiring students to take an active interest in their dietary choices. This engagement fosters a deeper connection to their meals, promotes culinary creativity, and boosts participation rates as students gain a firsthand appreciation for the care and craftsmanship involved in their school dining program. Such initiatives not only enhance the dining experience but also contribute to building a lifelong understanding of nutrition and culinary skills.



Live Chef Demonstrations

HOMEMADE HUMMUS

Ingredients

6 cups of garbanzo beans
1 cup of lemon juice
½ cup of peeled garlic
1 ½ tbsp. of oil
1 ½ tsp. of cumin
¼ tsp. plus ½ tsp. of kosher salt

Directions

1. Drain and rinse the garbanzo beans in a collander.
2. In a food processor, add beans, lemon juice, garlic, cumin, and salt.
3. Start the food processor and slowly add the oil until the hummus reaches desired texture. This should be smooth with minimal lumps.
4. If the mixture is too thick, slowly add more oil until the mixture is smooth and reaches the desired consistency.
5. Chill until ready to serve.

Take-Home Recipe Cards For Students

LIVE CREATIONS

Monday, January 20th

Join us for a *Live Creations Demonstration* where our team will showcase the best foods for a snack pack, plus build your own version with healthy ingredients!

WE ARE SERVING
Build your own Snack Packs!

Build-Your-Own Demo

CLASSROOM INTEGRATIONS

The Quest food service team actively integrates into the classroom environment by offering engaging cooking classes, hands-on nutrition education, and interactive activities. These initiatives not only provide students with practical culinary skills but also foster a deeper appreciation for fresh ingredients and the art of cooking. By bringing real-world food preparation and nutrition concepts into the educational setting, the team inspires curiosity and enthusiasm for healthy eating habits, making the learning experience both enjoyable and impactful.



Students Learn Culinary Skills in the Chef-for-a-Day Program



Quest Team Member Leads Pizza Making Lesson in Classroom



Young Students Learn About Different Varieties of Apples



Summer Camp Event Hosted by Quest Team Member

COMMUNITY EVENTS

At Quest, community involvement allows us to embody our values and address what matters most to each of our schools. We view ourselves as an integral part of the community, not just a third-party vendor, and we take pride in participating in a wide range of special events and activities with our partners. From fundraising events and homecomings to proms, outdoor golf outings, festivals, and more, Quest teams are actively engaged. Stepping beyond the dining space enables us to build meaningful relationships with the entire school community while supporting the initiatives and events that are most important to our clients.



Great Full Market Community Food Bank



Teacher & Staff Thanksgiving Feast

Staff Events

Quest supports teachers and administrative staff through various catering events and initiatives that reflect their appreciation and dedication to the community. This includes special catering services for occasions such as institute days, training and development sessions, and teacher appreciation days. Our team is also readily available to support teachers who want to incorporate food sciences or culinary training into their classroom lessons. Lastly, in some locations, Quest provides a designated staff dining service area, complete with custom menu offerings that meet specific preferences of the school faculty.

CATERING SHOWCASE



Please join us for a Quest Catering Showcase! This event is an opportunity for the culinary team to display and showcase catering menu offerings.

Are you planning a meeting, an athletics event, or have a personal catering need for your family and friends? We can service your requests with our diverse catering menu, suitable for events of every size. Come hungry and be prepared to sample some amazing chef-inspired options.

We hope you can attend!

Friday, December 13th

11:30am – 1:00pm

The Community Room

All catering orders placed at the event will receive a 10% discount and free platter of cookies with your order!



Catering Showcase For Staff & School Community

GUEST SURVEYS

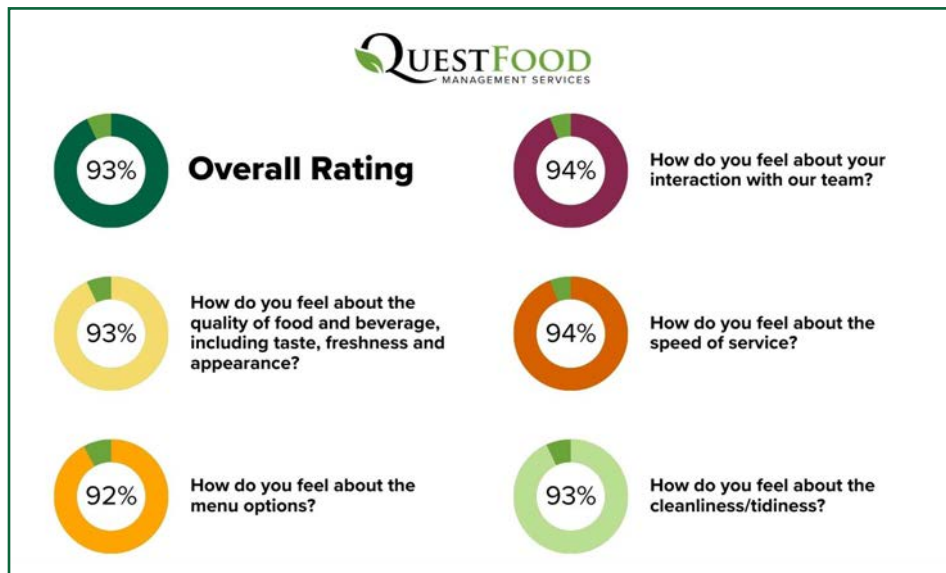
Our online Guest Survey serves as a dynamic feedback mechanism, providing real-time insights from the school community to the Management team. This feedback is meticulously analyzed by Quest to highlight potential concerns, evaluate food quality and service trends, and uncover opportunities for innovation in menu and recipe development. Often, the survey results act as a catalyst for Food Committee events, fostering collaborative discussions aimed at refining and expanding the dining program. These initiatives not only address immediate feedback but also contribute to the continuous evolution of a dining experience that aligns with community preferences and nutritional goals. Guest surveys are promoted and evaluated in the following ways:

Survey Promotion:

- QR code clings in the cafeteria serving lines
- Flyers displayed in dining & high traffic areas
- Email links sent home as requested
- Link to survey on MySchoolQuest websites

Survey Evaluation:

- Results updated live on survey platform
- Managers respond immediately to requests
- Results evaluated monthly to identify trends
- Progress shown in Client Business Reviews





MENU SELECTION, FOOD QUALITY & PORTION SIZE



MENU SELECTION, FOOD QUALITY & PORTION SIZE

a. Describe your approach for each of the following:

1. Food philosophy and/or nutrition standards
2. Menu selection (include menus you will implement)
3. Food quality
4. Portion quantities

b. Actual menus to be implemented

c. See the provided list of current ala carte items and current prices in Schedule F

At the time of submitting the proposal, to the best of its ability, the FSMC will submit food supplier data, including names and address of suppliers, distributors, processors and producers involved in the provision of the products the FSMC will supply. At the request of the District, the FSMC will provide this information annually.

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“Quest has demonstrated a commitment to open communication and adapting to meet the needs of the students. Their dedication to promoting healthy eating habits aligned seamlessly with the district’s goal to prioritize the well-being of our students.”

– LeAnn Taylor, Asst. Superintendent of Finance & Business Operations at Hawthorn District 73



MENU SELECTION, FOOD QUALITY & PORTION SIZE

Quest meets the unique needs of your community.

Quest understands that every school program has distinct needs shaped by the community, available space, food service equipment, and financial goals, and we offer a comprehensive range of services designed to address a variety of scenarios and provide fully customized solutions. From menu planning and culinary innovation to operational support and community engagement, Quest ensures a seamless partnership that delivers exceptional results.

Every Quest dining program is grounded in our Food Philosophy, prioritizing fresh, scratch made meals that are responsibly sourced. Our unwavering commitment to quality ensures that every program—no matter its size or scope—meets the highest standards. The creativity of our on-site culinary team drives dynamic menus that are innovative and appealing, motivating students to participate daily.

Quest aligns our services with the evolving needs of students across all grade levels and locations. This can range from wholesome meal kits delivered to satellite locations to a robust dining program, featuring multiple concepts and a café experience offering smoothies, espresso drinks, and more. Additionally, Quest offers services like catering, nutrition education initiatives, custom branding, technology integration, and more.

QUALITY MEAL PROGRAMS

Our scratch made cooking methods are the cornerstone of our success, focusing on whole, simple ingredients and chef-inspired recipes to deliver exceptional taste and nutrition. This approach enables us to craft authentic dishes from around the world, tailored to the dietary needs and preferences of the communities we serve.

Chef-Crafted Recipes

With 40 years of food service experience and continuous input from our partners, we have cultivated an extensive catalog of over 3,000 proprietary recipes. These recipes span every imaginable genre and are thoughtfully crafted and tested to cater to diverse tastes and exceed student expectations. From reimaged classics to comforting homestyle favorites and more sophisticated creations inspired by modern restaurant trends, our menus showcase variety and innovation.

Scratch Made Cooking

Our culinary team is deeply devoted to our scratch made approach, with 80% of the ingredients in our recipes prepared from their raw state, and only a small portion of meals relying on “heat and serve” methods. This focus on fresh preparation ensures every dish is rich in flavor and nutritional value. Quest distinguishes itself from competitors by upholding this standard, avoiding the quick, low-cost ingredients that often compromise quality, taste, and nutrition. By emphasizing whole ingredients, we not only enhance the dining experience but also strengthen partnerships with local farmers and suppliers to promote sustainability, minimize environmental impact, and highlight the best seasonal flavors.



OVER 3,000 CHEF-CRAFTED RECIPES

80% WHOLE INGREDIENTS USED IN RECIPES

NUT-SAFE RECIPES & COOKING PROCESS

ANNUAL QUEST UNIVERSITY CHEF TRAINING



Grilled Chicken Pita with Tzatziki

Skilled Culinaricians

Quest invests in hiring professionally-trained chefs who have the skill set to execute delicious food at every level. Our teams in the field consist of Culinary Directors, Executive Chefs, Sous Chefs, Pastry Chefs and more. We offer hands-on training throughout the year with frequent site visits from the Culinary Support Team as well as the annual Quest University program, where our chefs build their technical skills and our quality standards are reinforced for consistency across all accounts. The placement of an Executive Chef at individual schools is a common practice and immediately raises the quality of food service and benefits the program on all levels, both within the kitchen and the servery.



A Team of Skilled Culinaricians

Menu Diversity

Quest is consistently adding new recipes to enhance flavor and meet dietary requirements such as gluten-friendly, plant-based, vegetarian, vegan, halal, and kosher, maintaining certifications and special training to achieve authenticity. Innovation in ingredient choices, preparation techniques, cooking technologies, and presentation is an on-going process to ensure flexibility to meet the changing needs of each school community and cater to individual cultures and values. Flexibility with menu building also puts Quest in the unique position to stay current with the trends that are at the forefront with guests, and when those trends align with the Quest Food Philosophy, the possibilities are endless.



ALLERGEN AWARENESS

Quest recognizes the increasing concern surrounding food allergens and is committed to working closely with schools and families to ensure transparency about the ingredients we use. We have implemented a comprehensive allergen identification system and have taken proactive steps to eliminate the use of nuts in our cooking processes, creating a safer dining experience for all students.

Allergen Identification

Quest has implemented a robust allergen identification system to address the Top 9 most common allergens. During menu development, allergen information is seamlessly integrated into our menu planning software, making it easily accessible through the system, including the website used by parents and students. Allergen icons are prominently displayed on digital monitors in dining facilities and often appear on tabletop signage near serving areas, providing clear and consistent communication at every touchpoint. This thorough approach ensures transparency and safety, and includes the Top 9 allergens: Crustacean Shellfish, Eggs, Fish, Milk, Peanuts, Sesame, Soybeans, Tree Nuts, and Wheat. Our full allergy statement can be read at www.QuestFMS.com/Allergens.



Nut-Safe Cooking

In March 2023, Quest implemented a nut-safe cooking process across all K-12 schools, ensuring a safer dining environment for students and staff with nut allergies. This transition was achieved through adaptable programming and close partnerships with our vendors, allowing us to eliminate all nuts, including peanuts, from our recipes and menu planning software. Additionally, all cooking oils used in Quest schools are now nut-safe. This initiative reflects our commitment to addressing the increasing concerns surrounding food allergens and creating a safer, more inclusive environment for everyone we serve.



Nut-Safe Alternatives Pack Big Flavor



202

WHOLE SOME INGREDIENTS

Quest Ingredient Standards

A thriving dining program begins with selecting quality ingredients, and Quest is dedicated to providing fresh, high-grade options that maximize flavor and nutritional value. Our strict ingredient standards are upheld across all Quest partner schools, focused on removing harmful additives like trans fats and MSG while emphasizing nutritious choices such as fresh produce, whole grains, and lean proteins. Additionally, we offer a wide range of options, including organic products, plant-based alternatives, and specialty items sourced from local and regional suppliers.

Standard Ingredients across all Quest accounts include:



Farm fresh, 100% cage-free shell and liquid, Grade A eggs



Local, hormone-free milk and non-dairy substitutes



USDA-certified, whole muscle, Prime and Choice proteins



Fresh or fresh-frozen sustainable Grade A Seafood



Seasonal produce that is fresh or packed in 100% juice or water



Variety of whole grain and gluten-friendly breads, pastas, and cereals



Vegetarian, vegan, and plant-based alternatives



Single-Origin, hand-harvested beans from Women-Owned farms



Plant-based, healthy fats and oils; No artificial trans fats or MSG

Dietitian Advisory

Our team of Registered Dietitians (RDs) plays a vital role in selecting ingredients and recommending nutritious menu items tailored to the needs of our students. With formal certification in food science and ingredient development, they bring expert knowledge to every step of the menu planning process. Recognizing that menu creation is not a “one size fits all” approach, our dietitians customize their recommendations to align with each partner's requirements, prioritizing important steps for health such as reducing excess sugar and processed foods.

Our Dietitian advocacy includes mentoring interns across the company, sharing practical expertise and promoting nutrition education in schools through this program. The Quest Dietitian team also develops educational materials for schools, supporting nationally recognized initiatives such as National Nutrition Month®, American Heart Month, and Every Kid Healthy™ Week, to raise awareness about healthy eating and lifestyle choices.

Menu Alternatives

Quest has adapted to shifting consumer preferences for dairy and meat alternatives in recent years. This includes consistently offering milk alternatives such as almond, oat, soy, and coconut in our cafés and partnering with companies like Beyond Meat™ and Zero-Egg™ to provide plant-based meat and egg substitutes. These options reflect our commitment to allergy awareness and inclusivity, catering to a broader range of guest preferences.

As part of our core standards, Quest also can offer a wide selection of vegetarian, vegan, and gluten-friendly meals across our locations, ensuring ingredient lists, nutritional information, and allergen details are always clearly communicated. These alternative options are available as main entrée dishes as well as sides and healthy snacks for the students.



**100% OF SCHOOLS
OFFER FRESH FRUIT &
VEGGIES**

**SUGAR REDUCTION
INITIATIVES**

**PARTNERSHIP WITH
BEYOND MEAT™ &
ZERO-EGG™**

**DIETITIAN INTERN
PROGRAM**

**ENGAGEMENT IN
NATIONAL EVENTS &
PROGRAMS**

CUSTOMIZED PROCUREMENT

Quest provides a unique approach to procurement by using a combination of cost savings through economies of scale and personalized menus to drive high student satisfaction. This approach results in dining programs that operate with high efficiency while meeting the preferences of each school community.

Smart Menus That Satisfy

Quest excels in creating procurement strategies that balance cost efficiency with exceptional customization for school dining programs. By leveraging its large-scale buying power, Quest is able to negotiate favorable pricing with suppliers, which generates savings and rebate opportunities. These financial benefits are passed directly back into the school's dining program to allow for reinvestment into program enhancements, equipment upgrades, and expanded menu options.

What truly sets Quest apart, however, is its commitment to tailoring menus to the unique preferences, cultures, and dietary needs of each school community. Quest's approach avoids standardized, one-size-fits-all menus; instead, its team works closely with stakeholders, including students, parents, and administrators, to craft diverse and exciting meal offerings. This level of flexibility allows Quest to incorporate local flavors, cultural dishes, and dietary accommodations such as gluten-friendly, vegan, or halal options, ensuring every student has a meal they can enjoy.



Menus Are Tailored To Each School Community

SUPPORT FOR SUSTAINABILITY

Quest actively collaborates with schools to advance meaningful sustainability initiatives through sourcing local, seasonal ingredients to reduce environmental impact, minimizing food waste through data-driven inventory and portion control, implementing composting and recycling programs, and bringing sustainability initiatives into the classroom and cafeteria.

Responsible Sourcing

Our approach begins with responsible sourcing, prioritizing local and seasonal ingredients to reduce food miles and support the local economy. By working with regional suppliers and utilizing tools like the GFS NearBuy® program, we ensure that fresh, high-quality products are sourced sustainably and aligned with environmental best practices.

Minimize Food Waste

Quest employs data-driven inventory management and menu planning systems, helping schools minimize overproduction and streamline purchasing. We actively implement waste reduction programs, including composting initiatives, partnerships with local food banks for surplus redistribution, and recycling programs tailored to each school's resources.



Sourcing Local, Seasonal Ingredients

Sustainability Education

Quest is deeply committed to fostering sustainability education and engagement by introducing students to sustainability concepts through a variety of impactful initiatives. These include farm-to-school programs that connect students with local agriculture, school garden collaborations where they can learn hands-on about growing fresh produce, and interactive experiences such as waste composting workshops and food recovery programs that promote environmental stewardship. Seasonal promotions and themed events further emphasize the importance of sustainable eating, spotlighting innovative options like plant-based dishes and locally sourced ingredients.



Farm-to-School Student Tastings

FOOD & BEVERAGE PROGRAMMING

Quest Concept Stations

Our multi-concept station model brings the dynamic variety and appeal of a modern food hall to school cafeterias, offering a diverse selection of globally inspired dishes, ethnic flavors, and specialized dietary options to cater to the needs of the entire student body. Quest has developed a wide range of pre-branded identities for these stations, and we can also customize branding and themes to meet the specific preferences of each client.

Designed for cafeteria spaces that can accommodate multiple serving areas, this model enhances daily choices for students, encouraging higher participation in the dining program while promoting smoother traffic flow during service and checkout. It is also a highly effective way to address the nutritional and dietary needs of a diverse student population, featuring authentic ethnic cuisine, plant-based and vegetarian options, and additional offerings such as breakfast and to-go items.



Egg dishes galore, scratch made quiche and made-to-order omelet stations, traditional protein sides, warm oatmeal with all of the toppings, fresh baked goods, and fruit salads.

RISE

Sunbutter and Banana Sandwich
Nut-safe Sunbutter and sliced bananas

Breakfast Hash Brown Burrito
Hashbrowns, soft eggs, salsa on whole wheat flour tortilla

Mango Yogurt Parfait
Vanilla yogurt and fresh mango chunks topped with granola

Pancakes
Whole grain pancakes and sugar-free maple syrup



Hamburgers, chicken sandwiches, and turkey burgers with a variety of fresh toppings served traditionally or with a gourmet twist, plus PlantBorn™ and other vegetarian options.

GRILL

100% Beef Burger on Bun
Plant based patty on bun with toppings

Vegan Tacos
PlantBorn™ filling on whole grain flour tortilla

Herb Roasted Turkey Breast
Pan seared turkey breast with rosemary & sage

Fiesta Quesadilla
Grilled with beans, pepper medley & melted cheese



BREAD & BOWL

Build-your-own sandwiches with artisan breads, deli meats, a variety of cheeses, and fresh produce, plus custom wraps, grilled paninis and homemade soups rotating daily.

BREAD & BOWL

Santa Fe Chicken Wrap

Corn, black beans, lettuce, tomato, with lime dressing

Chicken Noodle Soup

Sautéed mirepoix with broth & Italian chicken

Beef Patty Melt

Homestyle beef patty with cheese & grilled onions

Tomato Soup

Puréed roasted tomatoes & seasonings



GOOD GREENS

Fresh, leafy greens of every variety served with plant-based proteins, a wide selection of vegetable toppings and sides, as well as composed salads and seasoned add-ons.

GOOD GREENS

Spicy Chicken Garden Salad

Hot & spicy chicken, homemade croutons, buttermilk ranch

Shaker Southwest Salad

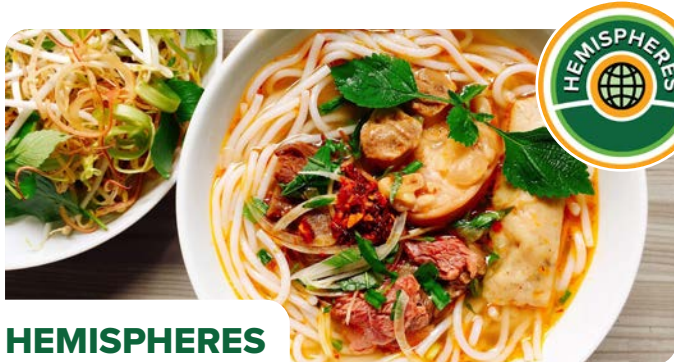
Wildblend rice, romaine & veggies, with fresh lime dressing

Italian Pasta Salad

Whole grain rotini noodles with veggies & Italian dressing

Spinach Berry Salad

Raspberry vinaigrette over baby spinach & strawberries



HEMISPHERES

Rotation of authentic global cuisines with hearty entrées and paired side dishes, prepared to showcase a variety of flavors and ethnic cuisines from around the world.

HEMISPHERES

Orange Chicken Bowl

Diced chicken with orange ginger sauce over brown rice

Homemade Spanish Rice

Brown rice cooked in tomatoes with spice blend

Sweet Thai Tofu Bowl

Sweet chili sauce, firm tofu & steamed brown rice

Chicken Stir Fry

Chicken cooked with stir fry sauce & veggies



DASH

Homestyle convenience including sandwiches and wraps, salads topped with veggies and protein, yogurt parfaits, protein boxes, grab-and-go snacks and beverages.

DASH

Chocolate Chickpea & Apple Snack Pack

Dessert hummus with apples, bagel & cheese

Crackers & Cheese Snack Pack

Cheese crackers with string cheese & fruit juice

Taco Hummus & Veggie Snack Pack

Flavored hummus served with veggies & flatbread

Pumpkin Pie Parfait

Pumpkin-spiced yogurt topped with granola & maple syrup



CRUST

Traditional hand-tossed pizza, gourmet thin & cauliflower crust, gluten-friendly options, plus calzones and a variety of flatbreads and pasta dishes with handmade sauces.

CRUST

Cajun Chicken Pasta

Cajun-spiced chicken & pasta sauce over penne

Vegetable Pizza

Scratch dough and sauce with cheese & fresh veggies

BBQ Chicken Flatbread

Topped with barbeque sauce & shredded cheddar cheese

Southwest Breakfast Pizza

Fluffy scrambled egg, cheese & salsa on flatbread



HOMEGROWN

Comforting classics like turkey dinner and mom's meatloaf, made using modern ingredients, plus rotating regional favorites like barbeque from Memphis to Kansas City.

HOMEGROWN

Meatloaf & Biscuit

Homemade meatloaf served with a fresh biscuit

BBQ Pulled Pork Sandwich

Barbeque coated pork served on hamburger bun

Baked Chicken Breast Sandwich

Chicken baked with spices served on bun

Beef & Cheese Sliders

Handheld cheeseburgers on dinner rolls



PICANTE

Authentic Mexican cuisine with a variety of house made toppings, slow cooked meat, salsas, and sautéed veggies, featuring favorites like soft tacos and burrito bowls.

PICANTE

Pork Carnitas Tacos

Shredded & seasoned pork topped with cilantro

Walking Beef Tacos

Seasoned beef & taco toppings over tortilla chips

Chicken Taco Salad

Shredded chicken, fresh veggies & salsa on lettuce

Mexican Street Corn

Sweet corn, mayo, chili powder & cilantro



CRAVE

Sweet and tasty cravings baked in-house with wholesome ingredients and fresh toppings, cookies, brownies and ice cream, plus global desserts and portable snacking options.

CRAVE

Homemade Sweet Potato Brownies

Scratch fudge brownie recipe with sweet potato

Apple Cinnamon Oatmeal Cookie

Oat cookie with cinnamon & apple chunks

Orange Creamsicle Parfait

Vanilla yogurt & mandarin oranges topped with granola

Cinnamon Toast Crunch Bar

Cinnamon sugar cereal cut into squares

Catering and Events

Quest has a proven track record of delivering exceptional catering services for a wide range of school events, from alumni reunions to formal banquets and community gatherings. We work closely with staff to design custom menus to align with each event's purpose and tone. Whether it's an elegant plated meal for a gala or a casual buffet for a sports banquet, our team consistently exceeds expectations with professionalism and attention to detail that is on par with top catering companies.

Our capabilities include options such as white-linen service, buffet set-ups, passed hors d'oeuvres, and pre-arranged boxed meals. By emphasizing fresh, locally sourced ingredients and accommodating dietary preferences, we ensure inclusivity for all attendees and enhance the overall school community experience.



LOCAL & REGIONAL SOURCING

Quest believes that purchasing from local and regional farms and producers allows us to serve the freshest food, while contributing to a sustainable future. We have built outstanding vendor partnerships throughout the Midwest to source ingredients, with a keen focus on choosing local suppliers, manufacturers and growers near each dining facility, using tools such as the GFS NearBuy® program.

Working with a network of local and regional suppliers allows us to minimize the transportation impact on the environment through reduced carbon emissions, and helps eliminate excess waste since travel time and shelf life for each ingredient is reduced when taking a “Farm to Plate” approach for our schools.

Sample of Our Local Suppliers



LOCAL & REGIONAL SOURCING

List of Our Suppliers

QUEST VENDORS		
Vendor	Description	Address
Coke	Beverages	7400 N Oak Park Ave. Niles, IL 60714
Common Market	Provides local products such as Produce, Proteins, and Dairy	1427 W Willow St. Chicago, IL 60642
Get Fresh	Produce and Rice Bran Oil	1441 Brewster Creek Blvd. Bartlett, IL 60103
GFS	Primary Mainline Grocery Supplier	10901 38th Street Kenosha, WI 53144
Greco	Secondary Vendor, Paper Goods/Disposables, Produce, Cheese, and Meats	1550 Hecht Rd. Bartlett, IL 60103
Hershey's Ice Cream	Ice Cream Delivery, Freezer Provided	601 W. 167th St. Holland, IL 60473
Prairie Farms	Milk Provider	2406 McDonought St. Joliet, IL 60436
Pepsi	Beverages	433 W. Van Buren Street Chicago, IL 60607
Turano	Bread and Pastries	6501 W Roosevelt Rd. Berwyn, IL 60402
Tradecraft (Canteen)	Service to Provide Espresso Machines, Coffee Brewers, Order Coffee Products, etc. Vending Service Provided.	940 Lively Blvd. Wood Dale, IL 60191
Vistar	Candy, Chips, and Beverages	115 Crossroads Pkwy Bolingbrook, IL 60440
Wisepak Sushi	Local Fresh Sushi	4225 N Pulaski Rd Chicago, IL 60641

LOCAL & REGIONAL SOURCING

Purchasing local requires considering the needs of each school as well as the quality, availability, and price of the products being purchased, and the Quest procurement team has the expertise to integrate local purchases into the overall product mix, while balancing considerations around each school partner’s goals. Additionally, the unique flexibility in how Quest builds our menus, versus adhering to set corporate or regional guidelines, also allows for increased opportunities around purchasing local frequently, and when specific needs arise.

NearBuy® Program

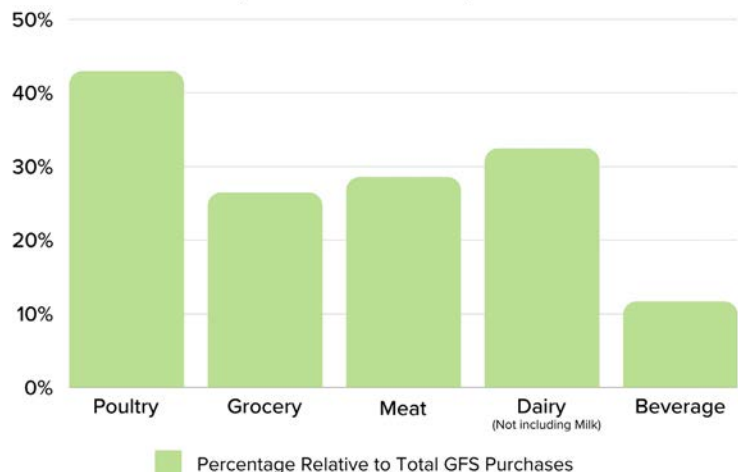
Gordon Food Service is the primary distributor for Quest purchasing and their NearBuy® program allows Quest to prioritize the support of local and regional farms and vendors that meet the needs of our school programs. NearBuy® provides a product-source database where Quest can pair our menu ingredients with available produce, meat, poultry, dairy and more within 250-miles of the desired delivery location.

New vendors are added frequently as they are vetted for the NearBuy® program, and data is updated annually, giving Quest the most current list of vendors to incorporate into our local and regional purchasing strategy. Quest is proud that 29.5% of our total GFS purchases are selected through the NearBuy® program, and will continue to look for even more opportunities to support local and regional vendors as we grow.



QUEST NEARBUY® LOCAL PURCHASE SUMMARY

11/2022-10/2023



NEARBUY®
PURCHASES
\$7.67M

% OF TOTAL
GFS SPEND
29.5%

SOURCED
WITHIN
250 MILES

LOCAL & REGIONAL SOURCING

Quest is dedicated to sourcing milk and bread products locally, where freshness and timing make a big difference in quality and taste. Two of our largest producers in this area are Prairie Farms Dairy and Turano Bakery, vendors that meet the high standards of the Quest Food Philosophy and share a passion for bringing healthy choices to students.



Prairie Farms Dairy

Prairie Farms Dairy is the exclusive milk provider of Quest, sourced 100% from local and regional farms in the Midwest with the guarantee to deliver milk from “Farm to School” in 48 hours or less. Prairie Farms milk is hormone free and contains absolutely no penicillin or other antibiotics, pesticide chemicals, or food additives. Quest frequently partners with Prairie Farms to promote drinking milk as an important part of the daily meal, with fun promotions throughout the year to encourage drinking milk. In 2024, local milk purchases accounted for over \$2,268,984 in product spending.

Turano Bakery & Alpha Baking

Turano Baking Company & Alpha Baking are the primary bread and baked goods provider of Quest, sourced 100% from local baking facilities throughout the Chicago area to ship fresh and direct to schools. Turano is a family-owned company priding themselves on quality, hand-rolling their bread and baking it with steam. In 2024, Quest spent \$2,217,008 on local purchases from these two bakeries.



Responsible Approach

An important aspect of local and regional sourcing includes finding partners who can meet the quality and safety benchmarks that are an integral part of the Quest Food Philosophy. The GFS NearBuy® program meets those requirements by vetting the following:

- **Safety:** Suppliers adhere to stringent safety protocols including third-party safety audits.
- **Quality:** Suppliers must prove they can consistently provide quality products.
- **Availability:** Suppliers must be able to deliver the products in desired time frame and quantities.
- **Price:** Provide the best products in the most cost-effective manner.

THE COMMON MARKET

Quest has partnered with The Common Market to provide a wide range of local and regionally sourced items to our school food service programs. Based in Chicago, The Common Market is a nonprofit wholesale food distributor with the goal of building a sustainable food system to benefit the health and wellness of students.



Our partnership with The Common Market helps our schools to leverage their Local Food for Schools Funds (LFS), and offers the following additional benefits:



- A vetted list of local products, source-identified by farm name & location.
- Access to a large network of producers from across the state.
- Direct delivery services from farm to school loading dock.
- Marketing materials to tell the story of our local sourcing commitments.
- Reporting capabilities that align with state or federal LFS guidelines, including farm ownership structure, farm size, farm name, and farm location.

Sample of The Common Market Vendors:



FERNDALE MARKET IN CANNON FALLS, MN

John Peterson follows the farming methods his grandfather Dale established in 1939. These turkeys roam 140 acres of pasture, have portable shelters, and are raised without drugs, hormones, or preservatives, ensuring a sustainable and stress-free environment.



COUNTRY VIEW DAIRY IN HAWKEYE, IA

Dave and Carolee Rapson started their dairy in 2002 and built a state-certified creamery in 2011 to meet local demand. Their family-owned dairy produces hormone-free, unhomogenized yogurt without artificial additives, using milk from their 150 Holstein cows raised in a spacious free-stall barn.



PHOENIX BEAN TOFU IN CHICAGO, IL

This 30-year-old Chicago tofu factory, taken over in 2007 by entrepreneur Jenny Yang, uses Illinois-grown, non-GMO soybeans, free of chemicals, pesticides, and fungicides.



FLAMM ORCHARDS IN COBDEN, IL

Managed by the fifth and sixth generations of the Flamm family, this farm spans over 2,000 acres in Illinois, and specializes in apples and peaches. With 135 years of heritage, the family ensures thoughtful management and offers the finest locally grown selections.

LOCAL SOURCING *IN ACTION*

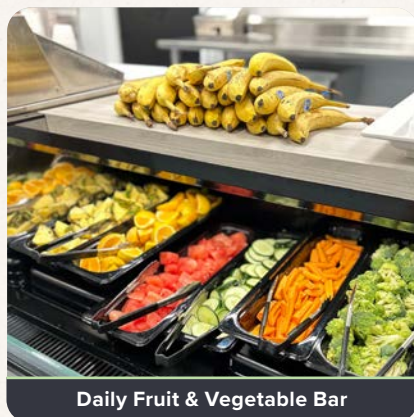
More than ever, schools want to support their local community and economy, and look for dining partners that can facilitate partnerships to bring fresh, local food to the cafeteria and provide an opportunity for awareness and education to the student body. Quest works with many local providers to source these products and ingredients, and to make these opportunities as meaningful as possible for the students.



Thanksgiving Featuring Local Turkey

FERNDALE MARKET TURKEY AT HINSDALE SOUTH

Quest partners with The Common Market, an organization dedicated to promoting regional sourcing by linking us with local farmers. When Hinsdale South HS planned a Thanksgiving meal for their staff, The Common Market connected us with Ferndale Market in Cannon Falls, MN. Known for raising cage-free, antibiotic-free turkeys on family farms, Ferndale Market embodies a commitment to respectful and sustainable farming practices. Their dedication ensured the staff enjoyed a wholesome meal sourced directly from trusted farmers.



Daily Fruit & Vegetable Bar

GREEN BARN FARM MARKET AT HICKORY HILL

Quest was chosen to develop Hickory Hill Academy's inaugural food service program, aiming to provide nutritious food as a foundation for lifelong habits. Local sourcing is a cornerstone of the program, thanks to cultivated relationships with vendors like Green Barn Farm Market, a source for fresh produce from 900 acres of farmland growing field corn, soybeans, and winter wheat. This partnership supplies rotating fresh ingredients for scratch made meals and a daily fruit and vegetable bar for students.



MENUS

A rotating variety of menus keep the dining experience fresh.

Quest takes pride in crafting menus that are tailored specifically to the unique needs and preferences of each partner school. Recognizing that no two school communities are alike, we approach menu development with care and creativity, ensuring that every offering reflects the cultural, nutritional, and practical requirements of the students and staff we serve.

Each menu is built upon Quest's extensive recipe catalog, featuring thousands of options, including traditional American meals, globally inspired dishes, vegetarian selections, and more, plus a variety of choices for every mealtime throughout the day. This variety allows our chefs to choose rotating, seasonal menus that appeal to their students, making the program interesting and adaptable.

Finally, our menus are designed to comply with USDA meal program requirements, meeting nutritional standards and incorporating the necessary components for a balanced, healthy meal. Our system ensures that schools participating in programs like the National School Lunch Program (NSLP) have access to compliant and nutritious options that students will enjoy, while allowing for flexibility and innovation to keep the dining experience fresh and engaging.

MEALS FOR FREE ELIGIBLE STUDENTS

The Quest Choice program offers a nutritious variety of food throughout the year to students who are eligible for the USDA Free Meals plan. The program ensures that all students participating in the Free Meals plan are given multiple options, as well as a complete and satisfying meal.

The typical Quest Choice lunch program includes: one (1) entrée, one (1) side dish, one (1) fruit, one (1) vegetable, and a choice of hormone-free milk or water. For schools offering breakfast, an entree and beverage are also included. When a student's eligibility is confirmed, Quest works closely with school administrators to ensure clear communication is provided in advance to participating families, and that qualifying items are well marked in the cafeteria for maximum clarity and discretion.

QUEST CHOICE

A QUEST CHOICE MEAL INCLUDES:

LOOK FOR THE QUEST CHOICE ICONS IN THE CAFETERIA

1 **Choice of Entrée and a Side Dish**

2 **Fresh Vegetable**

3 **Fresh Fruit**

& **1/2 Pint Milk or 16.9oz Bottled Water**

QUESTFOOD
MANAGEMENT SERVICES

QUEST CHOICE COMMUNICATION EXAMPLE

WHERE TO FIND QUEST CHOICE OPTIONS:

BREAKFAST

SERVED 7:00AM - 10:00AM

RISE STATION

- Breakfast Burrito
- Egg, Cheese and Meat Sandwich
- Spicy Chicken Breakfast Biscuit
- French Toast or Pancakes with Syrup Cup
- English muffin with Egg & Cheese (Grab & Go)
- Self Serve Cereal

LUNCH

SERVED 11:00AM - 1:36PM

CRUST STATION

- Pizza - Cheese, Meat, or Specialty of the Day
- Self-Serve Pasta - Pasta with Sauce and Breadstick (Marinara or Alfredo)

GRILL STATION

- Hamburger (Grab & Go)
- Chicken Patty Sandwich (Grab & Go)

DASH STATION

- French Sub Sandwich (Grab & Go)
- Salad (Grab & Go)

HOMEGROWN STATION

- Hot Entrée of the Day (includes sides)

PICANTE STATION

- 2 Tacos (Chicken or Beef) served on Corn or Flour Tortillas

PANINI STATION

- Turkey, Ham or Salami Panini

DELI STATION

- Turkey, Ham or Salami Sandwich

BEVERAGES

- 1/2 Pint White or Chocolate Milk
- 16.9oz Bottled Water



LOOK FOR THE QUEST CHOICE ICONS IN THE CAFETERIA



A QUEST CHOICE MEAL INCLUDES:

1

Choice of Entrée and a Side Dish

2

Fresh Vegetable

3

Fresh Fruit

&

1/2 Pint of Milk or 16.9oz Bottled Water

QUESTFOOD
MANAGEMENT SERVICES

PORTION SIZES

Quest's approach to non-NSLP programs is to truly differentiate the offerings against typical NSLP offerings. One of the most important distinctions is with portion sizes. As an example, we focus on increasing protein portion sizes to ones that are more age appropriate for high schoolers, allowing them to remain more satiated and able to learn throughout the day.

Our focus on freshly made product allows us to draw these distinctions, as most processed, heat and serve foods available to K-12 schools is specifically formulated to meet NSLP portion size guidelines. Quest non-NSLP high school portion sizes are consistently larger than NSLP program requirements.

Lunch Portion Sizes include:

	NSLP	NON-NSLP
Food Groups	Grades 9-12	Grades 9-12
Proteins	2 oz.	4-5 oz.
Fruits	1/2 - 1 cup	1 cup
Vegetables	1/2 - 1 cup	1 cup
Pasta - Cooked	1 cup	1 1/2 cups
Rice, Quinoa, Couscous - Cooked	1/2 - 1 cup	1 cup
Beans/Potato//Fries	1/2 - 1 cup	1 cup
Soups	8 oz.	10 oz.
Entrée Salads - Lettuce	2 cups	3 cups
Side Salads - Lettuce	1 cup	1 cup
Croutons	1/2 cup	3/4 cup
Entrée Gravies	1 - 2 oz.	4 oz.
Marinara/Meat/Alfredo Sauces	1/2 cup	6 oz.
Condiments	1/2 - 1 oz.	2 oz.
Sliced Cheese	1/2 - 1 oz.	1 oz.
Pizza	1/8th slice	1/6th of 12x16
Bread	2 slices	2 slices
Protein Salad - Tuna, Egg, Chicken	2 oz.	3/4 cup
Hummus	1 - 2 oz.	1/2 cup
Yogurt	1/2 - 1 cup	1 cup
SunButter	4 Tbsp.	3 Tbsp.
Jelly	2 Tbsp.	2 Tbsp.
Meatballs	2 oz.	16 pieces/full pan
Fluid Milk	1 cup	1 cup

Quest
Recommends

SAMPLE MENUS



THIS WEEK’S SPECIALS

MONDAY

Scrambled Eggs with Pork Sausage and Breakfast Potatoes



TUESDAY

Tofu Scramble with O’Brien Potatoes

WEDNESDAY

Fiesta Scramble with Salsa Verde and Breakfast Potatoes



THURSDAY

Blueberry Pancakes



FRIDAY

Monte Cristo Biscuit with Breakfast Potatoes



Always Available:

Egg & Cheese Burrito, Assorted Breakfast Sandwiches, Breakfast Pastries and Whole Fruit



THIS WEEK'S LUNCH MENU

MONDAY

Meat Lover's Calzone

Sausage, Pepperoni, Shredded Mozzarella Cheese and House Made Marinara Sauce, Baked in Fresh Pizza Dough



TUESDAY

BBQ Chicken Pizza

Grilled Chicken Breast, Shredded Mozzarella and Cheddar Cheese, BBQ Sauce and Onions on Fresh Pizza Dough



WEDNESDAY

Made-To-Order Pasta Bar

Your Choice of Pasta, Topped with Sauce (Marinara, Alfredo or Pesto), Your Choice of Meat (Sausage or Sliced Chicken) and Served with Garlic Bread



THURSDAY

Cheese Garlic Bread and Dipping Sauces

(2 Pieces) Fresh Baked Garlic Bread Topped with Mozzarella Cheese and Served with Homemade Marinara Sauce and Ranch



FRIDAY

Margherita Pizza

Fresh Mozzarella and House Made Marinara with a House Made Pesto Sauce Baked on Fresh Dough



Gluten-Free Pizza Crust Available Upon Request

Always Available:

Cheese Pizza, Pepperoni Pizza and Sausage Pizza



THIS WEEK'S LUNCH MENU

MONDAY

Buffalo Chicken Sandwich

Crispy Chicken, Ranch Dressing, Cheddar Cheese, Lettuce and Buffalo Sauce on a Hamburger Bun, Served with French Fries



TUESDAY

Philly Cheesesteak Sandwich

Tender Sliced Beef, Sautéed Onions, Peppers and Provolone Cheese on a French Roll, Served with French Fries



WEDNESDAY

Chicken Tinga Quesadillas

Adobo Marinated Chicken, Sautéed Vegetables and Cheddar and Monterey Jack Cheese, Served with a Side of Salsa



THURSDAY

Chicago Style Italian Beef Sandwich

Shredded Beef with Fresh Giardiniera and Cheese, Served with French Fries



FRIDAY

Loaded Tater Tots

Crispy Tater Tots Topped with Bacon, Cheese and Green Onions and Sour Cream



Gluten-Free Options are Available Upon Request

Always Available:

Cheeseburger, Chicken Sandwich, Hot Dog, Chicken Tenders and Fries

Rotation Includes:

Plant-Based Chicken Tenders, Black Bean Veggie Burgers and Plant-Based Burgers



THIS WEEK'S SPECIALS

MONDAY

Made-to-Order Pasta Bar

Your Choice of Pasta, Topped with Sauce (Marinara, Alfredo or Pesto), Your Choice of Meat (Sausage or Sliced Chicken) and Served with Garlic Bread



TUESDAY

Taco Tuesday

Chicken Tinga or Ground Beef with House Made Salsa Verde, Salsa Rojo, Pico de Gallo, Sour Cream, Lettuce and Cheese
Make it a bowl - not a problem!



WEDNESDAY

Made-to-Order Mediterranean Bar

Sliced Chicken Shawarma or House Made Falafel, Served with Traditional Greek Salad, Tzatziki Sauce, Feta Cheese and Shaved Onions



THURSDAY

Wing Toss

Fresh Cooked Chicken Wings, Tossed in Your Choice of Sauce (Buffalo, Parmesan Garlic or BBQ), Served with Roasted Potatoes and Carrots and Celery Sticks



FRIDAY

Flavors of the Season

Savor the best of every season, showcasing a blend of seasonal produce and flavors!

Check out our Stir Fry Bar, available daily in our Hemispheres Station!



DAILY BUILD-YOUR-OWN DELI BAR

CHOICE OF BREAD



Sliced Wheat Bread
Sliced Sourdough Bread
White or Wheat Hoagie Bun

Wheat or Spinach Wrap
Gluten-Free Bread

CHOICE OF PROTEIN

Turkey
Ham
Salami

Pepperoni
Tuna Salad
Hummus

CHOICE OF CHEESE



Cheddar
Provolone
Pepper Jack

American

CHOICE OF TOPPINGS

Lettuce
Onions
Cucumber

Pickles
Tomato
Pepper

Giardiniera
Banana Peppers

CHOICE OF SAUCE

Mayonnaise
Mustard
Chipotle Mayonnaise

Oil and Vinegar

Sandwich Options:

Deli Sandwich, Wrap or Panini

COFFEE MENU



COFFEE & TEA

Hot or Iced	12 oz
Coffee	\$2.25
Americano	\$2.75
Cappuccino	\$3.50
Latte	\$3.25
Flavored Latte	\$3.75
Chai Latte	\$3.25
Double Espresso	\$2.75
Tea	\$2.25

GRAB & GO

A La Carte Salad	\$5.50
A La Carte Sandwich	\$3.75
Bento Box	\$5.00
Yogurt Parfait	\$2.50
Fresh Fruit Cup	\$2.50
Muffin	\$2.50
Donut	\$1.75
Chips	\$1.60



SMOOTHIES

	12 oz
Strawberry Smoothie	\$3.50
Strawberry Banana Smoothie	\$3.50
Mixed Berry Smoothie	\$3.50

& MORE

Hot Chocolate	\$2.50
Bottled Water	\$1.00
Canned Beverages	\$1.75

ADD ONS	
Flavored Syrup	\$0.50
Caramel Drizzle	\$0.50
Non-Dairy Milk	\$1.00
Extra Espresso Shot	\$1.00

SYRUP FLAVORS	
Vanilla, Chocolate, Caramel, Hazelnut, Sugar-Free Vanilla	

RETAIL MENU

RETAIL PRICING



RISE (BREAKFAST)

Hashbrowns (4 oz.) / Tater Tots	\$2.25
French Toast Sticks	\$2.25
Breakfast Burrito	\$3.25
Egg Cheddar Sandwich (English Muffin, Bagel, Biscuit)	\$2.75
Egg, Cheese & Meat Sandwich	\$3.00
Hard Boiled Egg	\$1.25
Scrambled Eggs (4 oz.)	\$1.25

GOOD GREENS

Salad Bar	\$5.75
Roll	\$1.00

BREAD & BOWL

Soup (12 oz.)	\$2.50
Deli Sandwich	\$5.75
SunButter & Jelly Sandwich	\$3.00
Panini	\$5.75
Grilled Cheese	\$4.00
Baked Sub Roll (6")	\$6.00
Pretzel Roll	\$6.00

CRUST

Pizza Slice	\$4.00
Flatbread Pizza	\$5.00
Calzone	\$5.00
Pasta with Sauce (no Meat)	\$6.00
Mac & Cheese	\$5.00
Pasta (with Meat)	\$6.50
Meatball Sub	\$5.75
Crust Special	\$5.00
Baked Breadstick (extra)	\$1.50

GRILL

Grill Special	\$5.60
Hamburger (4 oz.)	\$3.75
Cheeseburger	\$3.75
Bacon	\$1.25
Grilled Chicken Sandwich	\$4.00
Spicy Chicken Sandwich	\$4.00
Mozzarella Sticks (6)	\$4.00
Chicken Tenders	\$4.00
Popcorn Chicken	\$4.00
Fries	\$2.75
Mini Corn Dogs	\$3.75
Bosco Sticks	\$4.00

PICANTE

Taco (2 loaded)	\$5.75
Picante Special	\$5.75
Large Burrito / Burrito Bowl	\$6.00
Nachos (with Cheese)	\$4.00
Nachos El Grande	\$6.00
Taco Salad	\$6.00
Churro (1)	\$1.50

HEMISPHERES

Make-Your-Own Stir Fry	\$5.75
Vegetable Fried Rice (4 oz.)	\$1.50
Vegetable Egg Roll (extra)	\$1.85

DASH (GRAB & GO)

Yogurt Parfait (9 oz.)	\$3.00
Fruit Cup	\$3.00
Vegetable Crudit�	\$3.00
Pudding Parfait	\$3.00
Salad (with Chicken)	\$5.75
Sandwiches	\$3.75
Dash Boxes / Snack Packs	\$4.75

VALUE MEAL (FREE & REDUCED ELIGIBLE)

Value Meal	\$3.55
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SNACKS & PASTRIES

Bagel	\$2.75
Cream Cheese	\$0.60
Donut	\$2.50
Muffin	\$2.75
Large Cookie	\$2.00
Brownie	\$2.50
Whole Fruit	\$1.50
Rice Krispie Treat	\$2.00

SNACKS & BEVERAGES MENU

SNACKS & BEVERAGES



SNACKS & PASTRIES

Chips	\$2.00
Gardetto's Snack Mix	\$2.00
Kettle BBQ Chips	\$2.00
Kettle Salt & Vinegar Chips	\$2.00
Skinny Pop Regular Popcorn	\$2.00
Pringles	\$2.00
Goldfish Crackers	\$2.00
Cheez-Its	\$2.00
Fruit Snacks	\$2.00
Oreo Cookies	\$2.50
Pop-Tarts	\$2.00
Yogurt	\$2.00
Cereal	\$2.75

BEVERAGES

Milk Carton	\$0.90
Bottled Soda	\$2.50
Bottled Water	\$1.75
Pure Leaf Iced Tea	\$3.00
Gatorade (20 oz.)	\$2.75
Tropicana Juice	\$3.00
Smartwater / LIFEWTR	\$3.00
Propel	\$2.75

GRAB & GO MENU

ITEM
Caesar Salad
Caprese Salad-with chix
Spinach Strawberry Salad
Garden Deluxe Salad (vegan)
Asian Noodle Bowl-Chicken
Spinach Strawberry Salad
Cobb Salad
Southwest salad
The Basic Salad with Chix

ITEM
Small Garden Salad
Small Caesar Salad (NO chix)
Small Caesar Salad (NO chix, No Cheese, No Croutons)
Turkey Cheddar (simple)
Ham and Cheddar (simple)
Sunbutter & Jelly
Caprese Sandwich
Hummus Vegetable Wrap (vegan)
Tortellini with Pesto

ITEM
Apple, Brie & Arugula Sandwich in wedge box
Paris Picnic
Hard Boiled Egg
Pinwheels
Snack Pack
Granola Yogurt Parfait
Side of Chicken
Side of Bacon
Side of Turkey



K-12 CATERING MENU

2025-2026



BREAKFAST

Continental Breakfast

Assorted Pastries, Assorted Whole Fruit & Assorted Juice

Deluxe Continental Breakfast

Assorted Pastries, Assorted Whole Fruit, Hard Boiled Cage-Free Eggs & Assorted Juice

Premium Continental Breakfast

Assorted Pastries, Fresh Cut Fruit, Hard Boiled Cage-Free Eggs, Yogurt Parfait Cups, Assorted Juice & Coffee Service

Breakfast Buffet

Scrambled Cage-Free Eggs, Pancakes with Pork Bacon & Turkey Sausage, Grits, Assorted Whole Fruit & Assorted Juice

Deluxe Breakfast Buffet

Scrambled Cage-Free Eggs, Pancakes with Pork Bacon & Turkey Sausage, Seasoned Potatoes, Grits, Butter Croissant, Assorted Whole Fruit & Assorted Juice

Premium Breakfast Buffet

Scrambled Cage-Free Eggs, Pancakes with Pork Bacon & Turkey Sausage, Seasoned Potatoes, Grits, Butter Croissant, Danish, Fresh Cut Fruit, Assorted Juice & Coffee Service

BEVERAGES

Fresh Brewed Coffee & Hot Tea Service

Assorted Juices

Bottled Water

A LA CARTE

Breakfast Sandwiches

Cage-Free Egg, Cheese, Bacon or Sausage on English Muffin, Biscuit or Croissant

Cage-Free Egg & Cheese on English Muffin, Biscuit or Croissant

Plant-Based Egg Sandwich (available in Gluten-Free)

Breakfast Burrito

Cage-Free Eggs with Green Chiles & Cheese in Flour Tortilla with Homemade Fresh Salsa

Yogurt Bar

Yogurt, Fresh Berries, Granola & Honey

Hot Oatmeal Bar

Steel Cut Oatmeal with Dried Fruits, Brown Sugar & Almonds

Fresh Baked Croissants

Butter or Chocolate

Fresh Baked Danish

Strawberry Cheese Danish, Spinach Feta Danish, Raisin Danish or Gouda Cheese Twist

Assorted Whole Fruit

Apples, Bananas & Oranges

Seasonal Fresh Fruit Cups





BOXED LUNCH

SANDWICHES

Italian Sub

Roast Beef, Swiss & Horseradish Mayo Sub

Turkey, Provolone & Garlic Aioli Ciabatta

Turkey, Pepper Jack & Chipotle Mayo Ciabatta

Ham, Swiss & Dijon Mayo Ciabatta

Cranberry Walnut Chicken Salad Ciabatta

Tuna Salad Ciabatta

Caprese & Pesto Mayo Ciabatta

Roasted Vegetable & Provolone Ciabatta

SIDES

Seasonal Fruit Salad

Garden Salad

Pasta Salad

Quinoa Salad

BEVERAGES

Bottled Water

Carbonated Beverage

PICK ONE SANDWICH & SIDE

All lunches come with Condiments, Kettle Chips & Fresh Baked Cookie

Gluten-Free & Vegan Options are available upon request.

If there are more than three varieties of boxed lunches, additional charges may apply.





LUNCH BUFFETS

Fresh Baked Pizza

Two (2) Slices of Pizza per guest and House Salad. Choice of Sausage, Turkey Pepperoni, Cheese or Margherita Pizza

Chopped Salad Bar

Chopped Romaine, Diced Chicken, Cold Ditalini Pasta, Blue Cheese Crumbles, Bacon, Tomato, Red Onion & House Balsamic Vinaigrette. Served with a Fresh Baked Roll & Butter.

Pasta Bar

Build Your Own Pasta with Choice of Homemade Marinara, Alfredo, Grilled Chicken or Meatballs. Served with Caesar Salad & Fresh Baked Garlic Breadstick.

Taqueria Bar

Build Your Own Tacos, Salad or Nachos with Choice of Seasoned Ground Beef and Chicken, Cilantro Lime Rice, Seasoned Black Beans, Shredded Cheddar Cheese, Tomatoes, Onions, Shredded Lettuce, Homemade Salsa, Pico de Gallo, Jalapeño Peppers, Black Olives & Sour Cream with Flour Tortillas, Tortilla Chips & Churros.

Asian Bar

Tempura Chicken and Roasted Tofu with one (1) Sauce: Orange, Sweet & Sour, General Tso's or Teriyaki. Served with Vegetable Fried Rice, Sesame Broccoli, Vegetable Egg Rolls & Fortune Cookies

Simply Italian

Chicken Marsala (Gluten-Free), Crisp Garlic Green Beans & Garlic Parmesan Cavatappi. Served with a Fresh Garden Salad and Fresh Baked Rolls & Butter.

Greek Feast

Greek-Style Roasted Chicken, Roasted Potatoes, Green Beans & Greek Salad. Served with Fresh Baked Rolls & Butter.

Southern BBQ

BBQ Beef, BBQ Pulled Pork and/or BBQ Pulled Chicken. Served with Creamy Coleslaw, Vegetarian Baked Beans & Fresh Baked Jalapeño Cheddar Corn Bread.

All Buffets Come with Choice of Carbonated Beverages or Bottled Water.

Gluten-Free & Vegan Options are available upon request.

A Minimum of 10 People is Recommended for a Buffet.





SNACKS & REFRESHMENTS

A LA CARTE

Crudité & Dip

Fresh Vegetables Served with Homemade Ranch Dip

Chips & Salsa

Homemade Salsa Service with Tortilla Chips

Hummus & Pita

Homemade Hummus & Pita Chips

Cheese & Crackers

Assortment of Cheeses, Gourmet Crackers & Fruit

SNACKS

Assorted Whole Fruit

Apples, Bananas & Oranges

Seasonal Fresh Fruit Cups

Nutri-Grain Bars

Kind Bars

Smart Popcorn

Bagged Chips

REFRESHMENTS

Fresh Brewed Coffee & Hot Tea Service

Bottled Water

Carbonated Beverages





EXAMPLE 1:

Coffee and breakfast pastries for 30 people at an admissions event

**Assorted Fresh Baked Pastries
served with Fresh Brewed Coffee &
Hot Tea Service**



\$6.75/person



EXAMPLE 2:

Charcuterie for 80 people

**Assortment of Cheeses, Gourmet
Crackers & Meats**



\$9.95/person



EXAMPLE 3:

Boxed lunches for 20 adults at a professional workshop

**Assortment of Sandwiches & Sides served
with Condiments, Kettle Chips, Fresh
Baked Cookies & Bottled Water**



\$10.75 - \$12.75/person



FINANCIAL PROPOSAL & COST INFORMATION

FINANCIAL PROPOSAL & COST INFORMATION

- a. List terms and frequency of payment of commission to the district.
- b. List any assumptions used in the financial projections presented.

“

"Our program was losing money and supplementing with our educational funds. With the launch of our Quest partnership and a new debit card system, sales dramatically increased and the only responses that I heard and comments we received were all positive."

– Jennifer Hermes, Chief Operating Officer at Lake Forest Districts 67 & 115



FINANCIAL PROPOSAL & COST INFORMATION

Strong programs result in better food.

Quest takes a highly personalized approach to each program, ensuring success by leveraging continuous feedback from students, parents, and staff. This ongoing collaboration allows us to craft exciting, innovative menus tailored to meet the preferences and nutritional needs of your community. Our goal is to create dining experiences that resonate with students and encourage participation.

Our commitment goes beyond great food. Quest actively attracts, develops, and retains the most talented, dedicated, and passionate team members in the industry. Our staff takes pride in making every student's dining experience enjoyable, ensuring your program is delivered with exceptional care and enthusiasm.

By bringing cutting-edge, on-trend culinary concepts to life, we energize dining programs and foster student engagement. Increased participation not only enhances the overall dining experience but also directly drives revenue growth. Time and again, we have seen that this growth far outweighs any additional costs, resulting in a more financially sustainable and thriving food program.

A DIFFERENT APPROACH TO COST

Invest in Excellence

Quest stands out from traditional food service management companies, and our approach to financial management is no exception. Our unique financial philosophy is a defining aspect of what sets us apart. School partners working with Quest benefit from healthy fund balances that provide the resources needed to invest in program enhancements while delivering high-quality, scratch made meals. At the same time, our commitment to nurturing and supporting our staff ensures students receive exceptional customer service every day.

With our innovative approach to the financial sustainability of food programs, our partners can trust a proven fiscal model that has delivered success for over 40 years. Quest's focus on balancing financial health with superior food quality and service creates dining programs that thrive both operationally and economically, giving schools the confidence to grow and innovate year after year.

Fiscal Responsibility

Quest recognizes the many challenges schools face today, from unfunded mandates to ever-growing external pressures that strain programming and resources. These demands often leave districts searching for solutions that prioritize financial stability without compromising the quality of student services. At Quest, we understand the critical importance of operating a self-sufficient food service program—one that is financially independent and does not rely on contributions from your General Fund.

Our goal is to empower schools with food service programs that not only sustain themselves financially but also thrive. By leveraging our expertise and proven financial models, we help our partners maintain strong, healthy food fund balances. These funds can then be reinvested into enhancing the program, whether through upgraded equipment, innovative menu offerings, or expanded services.



Expense Management

Many schools find that traditional food service providers prioritize cutting costs above all else, often at the expense of quality and community satisfaction. These providers rely on inexpensive, low-quality ingredients, heavily processed frozen foods, and cost-cutting measures such as low wages and minimal benefits for front-line staff. Additionally, they often lock schools into high-volume purchasing commitments, driven by bulk discounts, rather than tailoring menus to actual student preferences and demand.

At Quest, we take a different approach. We believe that sourcing fresh, high-quality ingredients is essential to creating meals that students enjoy and that reflect the values of the school community. We also recognize that offering living wages and competitive benefits to our team members not only supports their well-being but also enhances the overall dining experience, as motivated and valued staff provide exceptional service.

Quest is committed to understanding and honoring the unique tastes and preferences of each school we serve. By maintaining the flexibility to customize menus with items students truly love, we foster engagement and excitement around the food service program. While this approach may result in higher upfront expenses, it delivers significant long-term benefits.

Schools working with Quest often see a transformative increase in participation and program revenues. Our partners have found that investing a little more in a dining program that resonates with students and the community pays off, creating a sustainable, thriving food service operation. Simply put, the Quest model proves that quality, care, and customization drive superior results.



REVENUE GROWTH

Delivering Per Cap Growth

As the illustration below indicates, Quest simply outperforms our competition in “off program” public high schools. The current per capita (sales per student enrolled per day) at LTHS is well below LTHS’s peer schools that Quest serves, and with the current pricing (which is adequate to sustain growth), new facilities, and Quest’s proven operational model, there is ample room for growth

School	Enrollment	FRL %	Per Capita	Variance to LTHS Per Capita	Annual Revenue Gain to LTHS
Lyons Township HS	3,713	13%	\$1.70		
Glenbrook HS	5,061	18%	\$4.78	\$3.08	\$1,944,127
D113 (HP/Deerfield) HS	3,012	14%	\$4.48	\$2.78	\$1,754,764
Riverside Brookfield HS	1,670	19%	\$4.31	\$2.61	\$1,647,458
Hinsdale HS	3,979	21%	\$4.21	\$2.51	\$1,584,337
D128 (Libertyville/VH) HS	3,275	15%	\$3.57	\$1.87	\$1,180,363
St. Charles HS	3,831	25%	\$3.41	\$1.71	\$1,079,369
Lake Park HS	2,518	21%	\$3.07	\$1.37	\$864,758

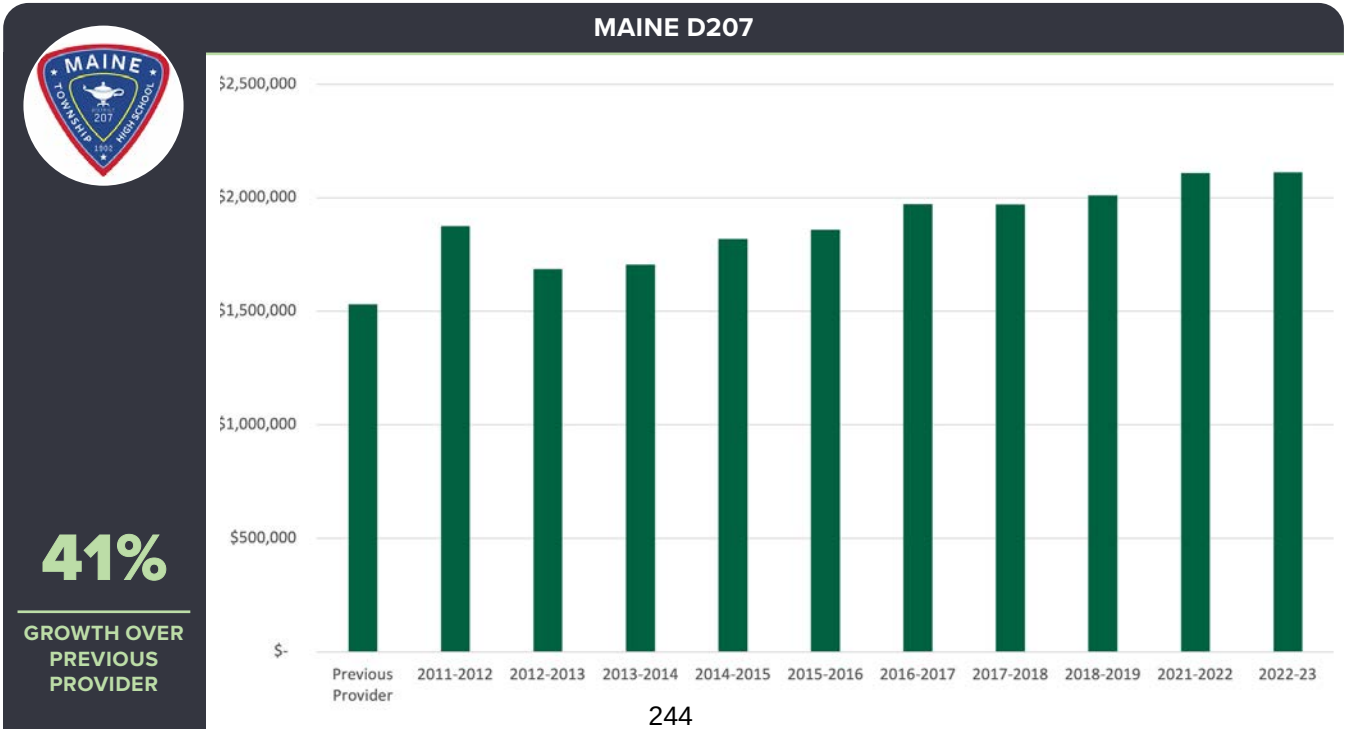
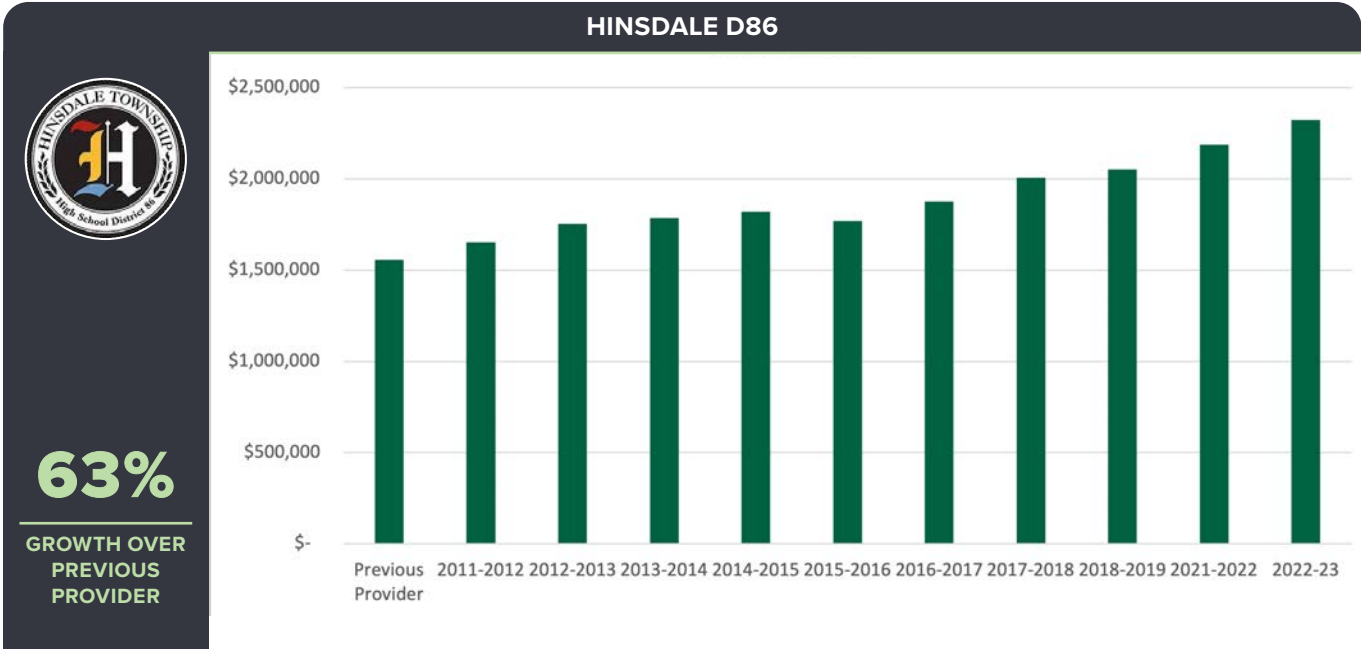
Simply put, our competitors don’t know how to maximize participation at off program operations, because it is such a small minority of their K-12 operations. The products they buy and way they approach programming in these operations is nearly identical to “on program” operations, with the exception of how some food is prepared (i.e. fried foods) and some packaged goods.

REVENUE GROWTH

Growth over Sodexo

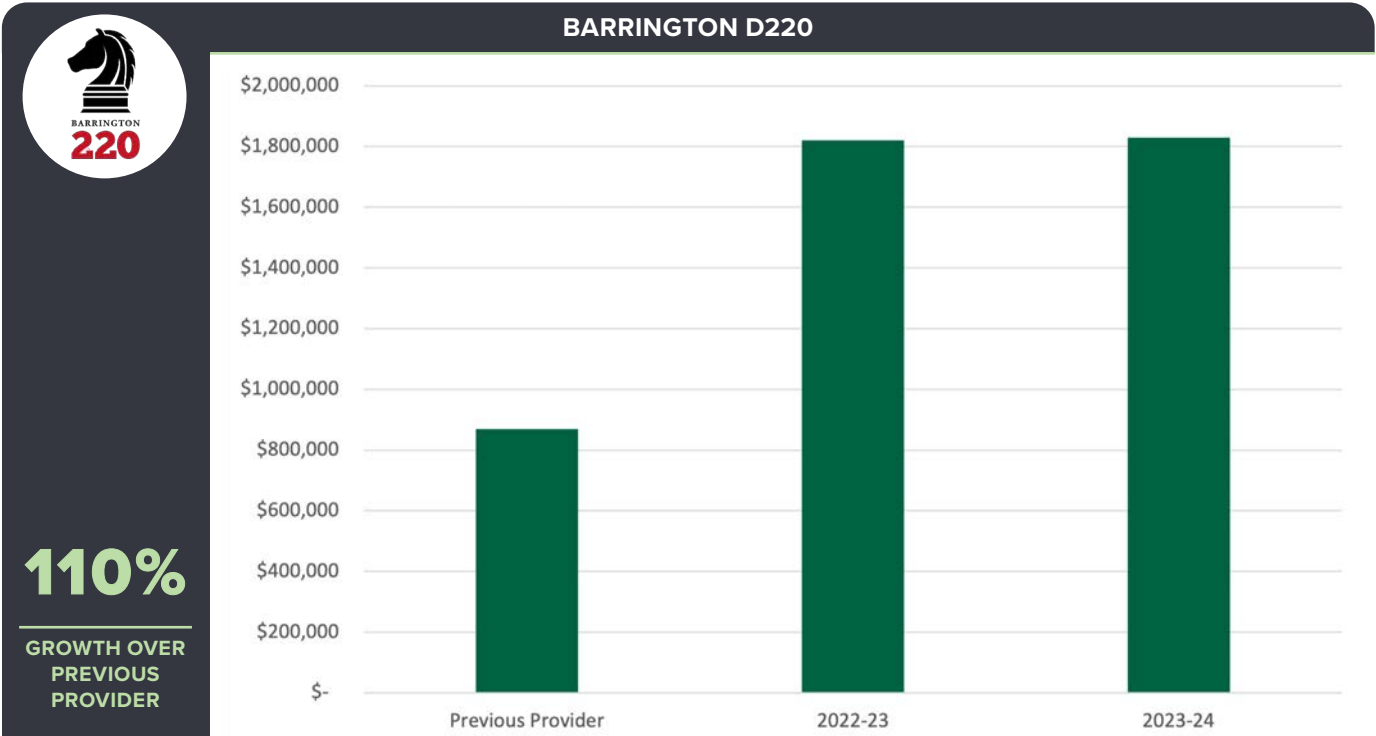
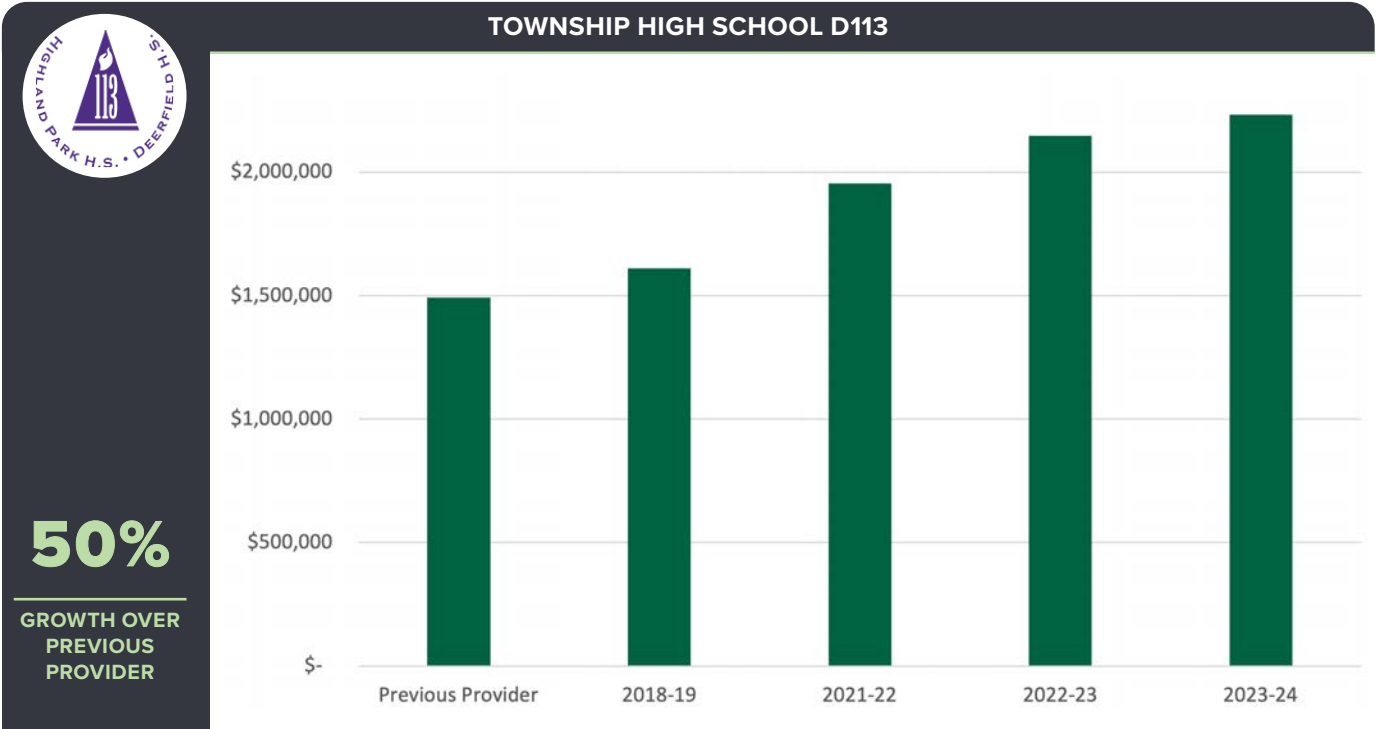
At Quest, these operations are our bread and butter. They are the core of who we are, and the results speak for themselves as highlighted earlier in this proposal.

Additionally, Quest has shown the following sales increases at large public off-program Chicagoland high schools where we have taken over for Sodexo:



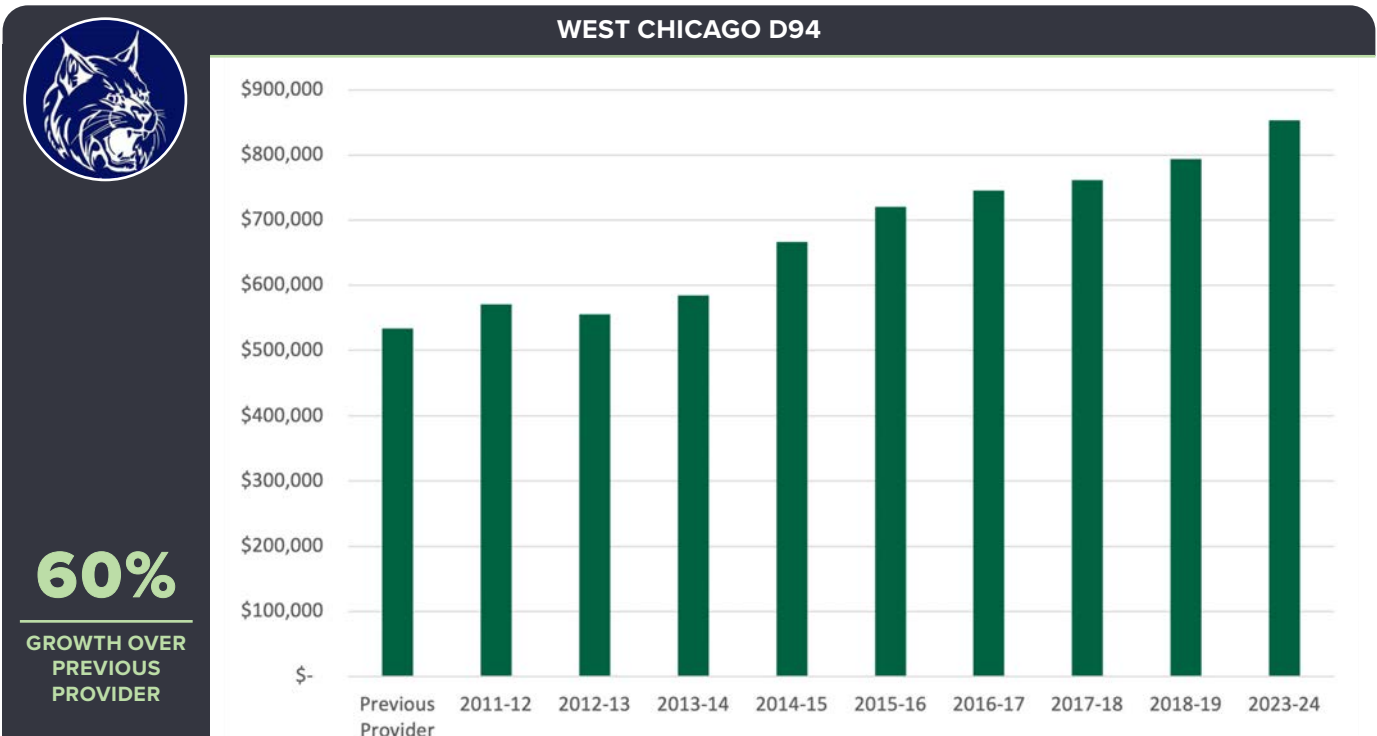
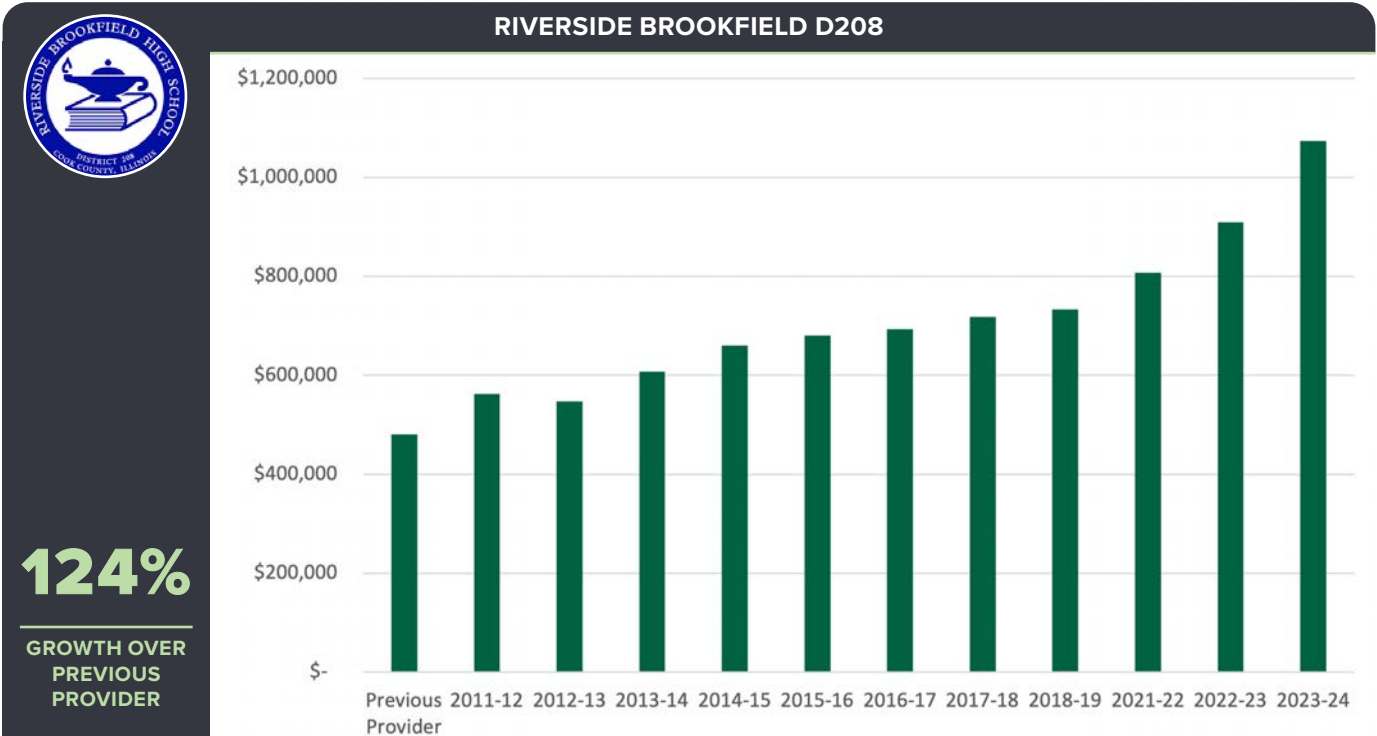
REVENUE GROWTH

Growth over Sodexo



REVENUE GROWTH

Growth over Sodexo



INVESTMENT AND GUARANTEES

Minimum Guaranteed Return

Quest is proposing a significant minimum annual guaranteed return for LTHS, with the potential for additional returns should sales and performance of the program exceed our expectations.

Our proposal is as follows:

- LTHS will retain 11.5% of sales*, with a minimum annual guaranteed return.
- Should sales and performance exceed expectations, Quest and LTHS will evenly share in the “upside” together.

Year	Projected Per Capita	Projected Sales	Revenue Retained by Quest (%)	Revenue Retained by LTHS (%)	Projected Return to LTHS (\$)	Guaranteed Minimum Return to LTHS
SY25-26	\$2.75	\$1.73M	88.5%	11.5%	\$207,750	\$190,000
SY26-27	\$2.96	\$1.86M	88.5%	11.5%	\$223,420	\$200,000
SY27-28	\$3.10	\$1.95M	88.5%	11.5%	\$233,988	\$210,000
SY28-29	\$3.23	\$2.03M	88.5%	11.5%	\$243,800	\$220,000
SY29-30	\$3.35	\$2.11M	88.5%	11.5%	\$252,858	\$230,000
Total					\$1,161,816	\$1,050,000

*Sales = student, faculty/staff and external catering sales

In total, Quest is guaranteeing a return of over \$1,000,000 to the District over the life of our initial five year agreement, with the potential upside for more.

INVESTMENT AND GUARANTEES

Facility Investment

In addition to the returns guaranteed above, **Quest is offering a \$200,000 investment** to allow for the construction of a café/coffee bar at LT North. We see this as an important investment to make not only to help drive sales and satisfaction, but to also ensure that students at both campuses feel equally served.

This is an outright investment from Quest, with no repayment expected from the District (except in the case of an early contract termination).



In closing, between our guaranteed return and investment, Quest is committing nearly \$1.25 million to LTHS over the next five years. We see tremendous opportunity to drive student participation and sales, and we have shown our ability to do that in the past, specifically at locations where we have replaced Sodexo. We look forward to doing the same for LTHS.

ASSUMPTIONS

The above points along with Quest's proposal to the SFA are based on the following conditions and assumptions remaining in effect for the school year.

Assumptions: The financial terms contained in this Agreement are based upon existing conditions and the specifications provided by the SFA in the RFP. In the event the foregoing conditions are not met during the school year, Quest's guarantee obligation shall be reduced by an amount equivalent to any increased cost of loss of revenue attributable to the changes in such conditions.

- Quest's bid response and any associated guarantee were assembled using the data and metrics contained in the RFP. In the event of any deviation to these terms, Quest reserves the right to quantify the variances and adjust the financial guarantee accordingly. Quest will, in the spirit of partnership, make the SFA aware of any such adjustments as they occur.
- LTHS will continue to pay Quest for free lunches and free breakfasts consumed, with rates to be mutually agreed upon by both parties.
- The student enrollment for the term of this Agreement will be as stated in the RFP.
- The average daily attendance for the term of this Agreement will be at least 95%.
- The number of days meals are served during the school year will not be less than 173 regular school days (not including summer school), as stated in the RFP.
- The number of serving periods, locations, serving times and types of service will not change materially.
- The level of wages, salaries, positions and fringe benefits will not exceed those included in the RFP.
- The cost responsibilities will not vary materially from those listed in the RFP.
- The selling prices of the meals and a la carte items will not be less than those included in the RFP.
- Both facilities will be fully operational for on site preparation and service for each day of service throughout the term of the agreement.
- Credit card and point of sale processing fees will not be borne by the food service program.
- The number of free meals served annually will be as stated in the RFP.

REVISED SCHEDULE G

FSMC Percentage of Sales Retained.

2025-26	88.5%	Anticipated Return to D204 \$207,750 / \$190,000*
2026-27	88.5%	Anticipated Return to D204 \$223,420 / \$200,000*
2027-28	88.5%	Anticipated Return to D204 \$233,988 / \$210,000*
2028-29	88.5%	Anticipated Return to D204 \$243,800 / \$220,000*
2029-30	88.5%	Anticipated Return to D204 \$252,858 / \$230,000*

The FSMC should provide justification for its sales projections using the following:

* Guaranteed annual return

Includes \$200,000 facility/equipment investment

A	B	C	D	F	G	H	I
School District Name	Total Student Population Enrollment	Free/Reduced Eligibility %	Average # of Operating Days per Year	2023-2024 Total Student & Faculty Sales	2023-2024 Per Capita (Divide Column G by Column B, then divide again by Column D)	2022-2023 Total Student & Faculty Sales	2022-2023 Per Capita (Divide Column I by Column B, then divide again by Column D)
Glenbrook D225	5,104	15%	167	\$3,869,751	\$4.54	\$3,796,018	\$4.45
Hinsdale D86	3,868	16%	167	\$2,519,228	\$3.90	\$2,331,901	\$3.61
D113	3,136	10%	167	\$2,053,425	\$3.94	\$1,974,374	\$3.77
St. Charles East & North	3,888	14%	167	\$2,055,605	\$3.17	\$2,015,481	\$3.10

Please provide a list of three (3) comparable schools or school districts it serves (with similar enrollment and free/reduced lunch populations) with two (2) prior years' student and faculty sales data for each. This data should be provided in the following table above. A sample is provided for reference.

Please provide any other financial considerations that you would like the district to take into account in its evaluation of your proposal on a separate page (if necessary).

Please explain any deviations from the specifications (if necessary).

Signature

FSMC Name: Quest Food Management Services

Authorized Signature Nicholas Saccaro

Name: Nicholas Saccaro

Title: President

Date: 03/27/2025



FINANCIAL CONDITION



FINANCIAL CONDITION

Provide data to indicate the financial condition of the company. This must include financial statements for the last three (3) years.

“

“I confidently recommend Quest Food Management Services to any school district looking to increase participation and quality of food for the students. Every employee at Quest is professional, responsive and has the highest level of integrity.”

– Cynthia Dykas, Business Manager/CSBO at Worth School District 127



FINANCIAL CONDITION

Financial stability provides reassurance to partners.

Quest is well-established as a leading food service management company in the Midwest. Successfully operating since 1985, we are privately, U.S. owned, as well as both financially stable and capable of delivering the highest quality management services.

By leveraging industry best practices, Quest ensures operational efficiency and meticulous accounting processes that meet or exceed expectations. To guarantee transparency and accountability, Quest employs third-party auditors to review its financial operations and statements annually.

These audited financial statements, as required by the RFP, have been made available through the QR codes on the following page(s) for convenient access. If any additional questions arise pertaining to the Financial Condition of our company, or if you prefer to receive these statements in another form, please reach out to our team who is available to assist.

FINANCIAL STATEMENTS



2022-2023 Financial Statement

For the years ended December 31, 2023 and 2022.

2022 Financial Statement

For the year ended December 31, 2022.



2021 Financial Statement

For the year ended December 31, 2021.



ACCOUNTING & REPORTING SYSTEMS



256

SHARE YOUR FEEDBACK

ACCOUNTING & REPORTING SYSTEMS

Describe complete accounting procedures you will use:

- a. Inventory control
- b. Method of recording, checking and reporting sales
- c. Internal control of cash handling
- d. Internal audit systems
- e. All regular accounting forms used with detailed explanations
- f. All regular reports used with detailed explanations

“

“Quest has assisted with implementing a wellness policy, improved participation, greatly improved the quality of our nutritional services, formed a student food committee, and the program is now financially self-supporting. With their direction, we have maintained a very competitive food program, both in terms of design and costs.”

– John Reiniche, Assistant Superintendent for Business Services at Orland Park District 135



ACCOUNTING & REPORTING SYSTEMS

Exceptional results are in the details.

Quest's highly skilled accounting team provides precise and comprehensive financial management tailored to meet diverse client needs. By delivering comprehensive reporting and documentation, the team ensures accurate reporting and seamless resolution of both small and complex accounting tasks. Quest's transparent approach fosters trust and accountability, providing partners with proactive problem-solving and meticulous attention to detail.

Monthly financial reporting serves as the cornerstone of Quest's commitment to transparency and program compliance. Detailed monthly sales reports, including year-to-date financial summaries and budget projections, provide full visibility into program revenues and expenditure. These reviews enable collaborative discussions, help identify cost-saving opportunities, and allow reinvestment in program improvements, ensuring alignment with goals is established during the planning phase.

Quest also conducts comprehensive Business Reviews each semester, focusing on goals, challenges, and opportunities for improvement. These reviews cover financial performance, student satisfaction, staffing updates, and market analysis, while providing actionable strategies to enhance program outcomes. By fostering open communication, these reviews strengthen partnerships, ensure alignment with community goals, and support the continuous evolution of the dining program.

ACCURATE ACCOUNTING

Experienced Finance Team

Our highly skilled accounting team is equipped with the expertise and dedication necessary to provide precise, comprehensive financial management. We excel at delivering accurate, audit-ready documentation that not only meets but exceeds compliance standards for all state and federal regulations. Whether your needs involve routine financial reporting or addressing complex accounting challenges, Quest's accounting team is prepared to offer tailored solutions to meet your specific requirements.

Our commitment to transparency ensures that all financial dealings are communicated clearly, fostering trust and eliminating unwelcome surprises. At Quest, we prioritize accuracy and accountability, underpinned by a focus on proactive problem-solving and meticulous attention to detail. If a partner has specialized accounting requests or unique challenges, our team stands ready to address them in a quick and detailed manner.



ALICE DELLER, ACCOUNTING MANAGER

Alice Deller is an accounting professional with over 30 years of experience managing financial operations and overseeing all aspects of accounting, demonstrating a proven track record of accuracy. She is skilled in financial reporting, budgeting, and analysis, with a strong focus on process improvement. She works with field operators providing support as needed with our ERP system and related financial functions for accurate reporting.



BRYANNE RYAN, SENIOR STAFF ACCOUNTANT

Bryanne Ryan started with Quest in April 2019 as Accounts Payable Specialist and moved into Sr. Staff Accountant role in early 2020. Bryanne works closely with field operators to ensure accurate financial information is recorded for client reporting.



DIANE NOUHAKIS, PAYROLL MANAGER

Diane has been with Quest Food Management Services for 20 years, providing support to payroll process, benefits, 401K, work injuries. Works closely with management to assure company is adhering to all the rules, regulations, policies, and standards set by that company.

RELIABLE REPORTING

Standardized Reports

Accurate, clear, and timely monthly reporting forms the backbone of a compliant program. Our robust reporting practices foster open communication and ensure accountability, enabling seamless reconciliation of monthly invoices with participation data. Quest delivers detailed monthly sales reports that include a year-to-date financial summary and budget projections for the year. This process provides complete transparency into the program's revenues and expenditures, facilitating constructive discussions about progress toward the goals established during the planning phase. These monthly reviews also empower our team to adapt as needed, whether by identifying opportunities for cost savings or reinvesting profits to enhance and improve the program.

As a baseline for communication, our partner schools can expect monthly reports including:

**ACCURATE
MONTHLY INVOICES**

**PROFIT AND LOSS
STATEMENTS**

**MEAL COUNT
REPORTING**

**PURCHASING
INVOICES (FOR COST
REIMBURSABLE
PROGRAMS)**

**USDA FOOD
ENTITLEMENT
TRACKING AND
USAGE REPORTS**

**CREDIT AND
REBATES**

BUSINESS REVIEWS

Each semester, the Quest team collaborates with our partners to conduct a comprehensive review of the dining program, focusing on goals, challenges, successes, and opportunities. These Business Reviews are a cornerstone of our open communication process and a vital component of our commitment to continuous program improvement. By fostering transparency and dialogue, Business Reviews ensure that priorities remain aligned and that we consistently deliver on our promises.

These in-depth reviews cover all aspects of the dining program to date, providing detailed insights into financial performance, student satisfaction data, and anecdotal feedback. Key elements include updates on performance metrics, notable staffing changes, and market analysis that evaluates food costs and service trends. Additionally, the Business Review process includes a thorough summary of program improvements and actionable next steps designed to address evolving needs and enhance outcomes.

Beyond performance reporting, Business Reviews are a platform for meaningful collaboration, offering school administrators the opportunity to provide detailed feedback on all aspects of the dining program. This input allows our team to identify areas for refinement, respond proactively to concerns, and implement strategies that support the unique goals and expectations of each community. Together, these reviews strengthen our partnership and ensure that the dining program continually evolves to meet the highest standards of quality, efficiency, and satisfaction.



QUESTFOOD
MANAGEMENT SERVICES

Market Trends



Markets continue to stabilize versus past four years, but inflation continues to outpace pre- COVID numbers.



The Consumer Price Index (CPI) Food Away from Home index shows an increase of 3.9% for the 12 months ending in September 2024.



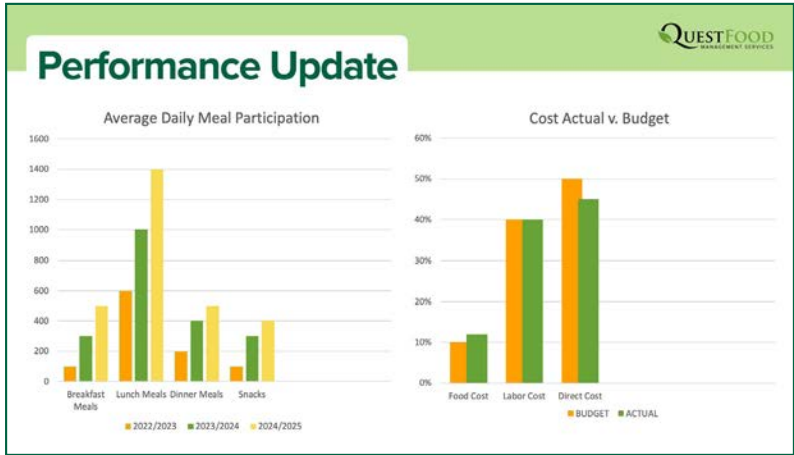
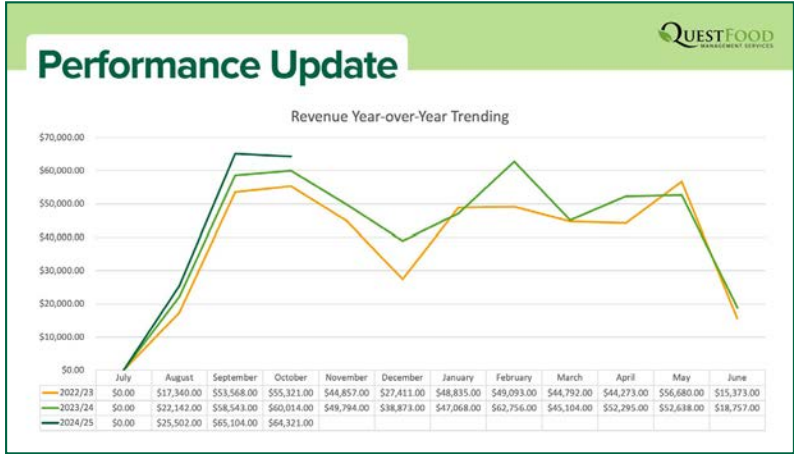
Quest has experienced steep increases in raw beef prices, with hamburger patties increasing almost 12% between July 1 and November 1.



Significant volatility continues to impact the price of chocolate, with retail prices expected to soar up to 30% or more in early 2025.



Minimum wage for Illinois increases to \$15.00 on January 1, 2025.



QUESTFOOD
MANAGEMENT SERVICES

Student Engagement

MY CUSTOMER VOICE SURVEY QUESTION:	RATING OUT OF 5
Quality of Food and Beverage, including Taste, Freshness, and Appearance	★★★★★
Menu Options	★★★★★
Interaction with our Team	★★★★★
Speed of Service	★★★★★
Cleanliness/Tidiness	★★★★★



Agenda

BUSINESS REVIEW
RECAP

LIVING OUR VALUES

MARKET TRENDS

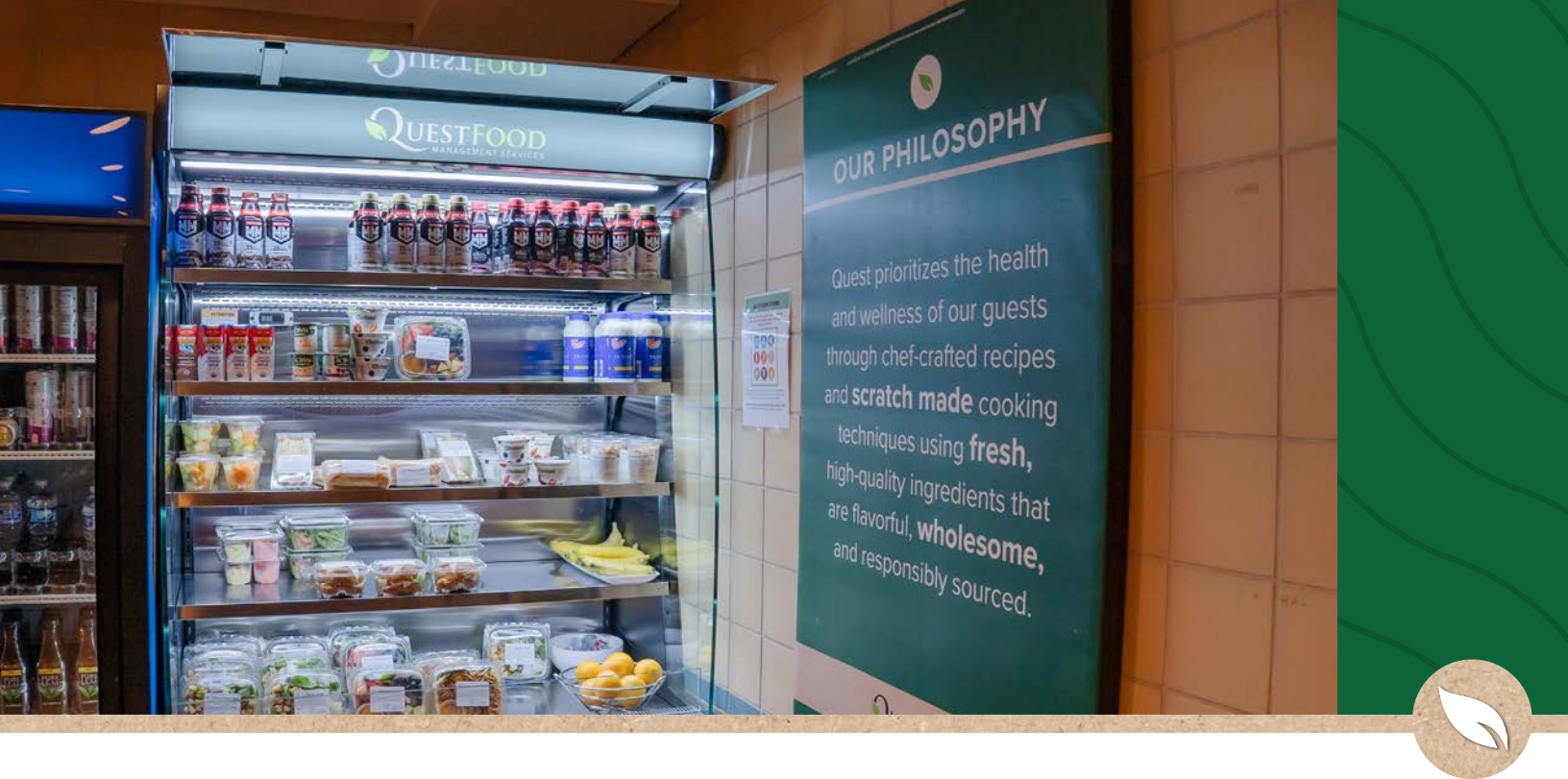
PERFORMANCE
UPDATE

STUDENT
ENGAGEMENT

AREAS OF FOCUS

NEXT STEPS

OPEN DISCUSSION



INTEGRITY OF PROJECTED OPERATING BUDGET

Focused experience produces accurate planning and results.

Quest's partners can rely on our deep experience and unwavering commitment to managing operating budgets with integrity and precision. With decades of experience across a wide range of agreement scopes and types, we bring a refined understanding of financial management in the food service industry. Our skilled accounting and operations teams take great care in designing and maintaining budgets that align with the unique needs and goals of each school. This process is driven by transparency and a focus on sustainability, ensuring that financial performance remains robust without compromising on the quality of the dining program.

A hallmark of our approach is the emphasis on ongoing, open communication. At Quest, we believe that our partners should always have clear insight into the financial status of their program. Regular updates, detailed financial reporting, and collaborative discussions keep surprises to a minimum and create ample opportunities to assess performance and adjust strategies as needed. Whether it's identifying cost-saving opportunities, reallocating resources, or making enhancements to the program, this collaborative approach ensures that the dining program remains adaptable to the evolving needs of the school community.

INTEGRITY OF PROJECTED OPERATING BUDGET

Clear and Timely Information

Quest firmly believes that financial integrity serves as the foundation of any successful partnership. Our unwavering commitment to providing clear, accurate, and timely financial information sets us apart. We understand that financial stability is just as crucial as the quality of the food in each program, and we are dedicated to excelling in both areas.

Our philosophy is grounded in the well-established principle that higher-quality food directly contributes to healthier financial outcomes. By enhancing the dining experience, we help drive increased participation, satisfaction, and long-term program sustainability. This connection is evident in the success stories of our partners, who consistently achieve improved financial performance alongside elevated food quality.

At Quest, we don't just promise results—we deliver them. Our proven track record demonstrates that our approach yields reliable and repeatable outcomes for every partner. By choosing Quest, our schools gain more than a service provider; they gain a dedicated partner that is committed to fostering financial growth while unlocking opportunities for program innovation and investment.



Monitoring Costs

Quest leverages advanced systems to closely monitor and manage all costs, with a particular focus on the two largest cost drivers: food costs and labor costs. Our comprehensive approach ensures that every aspect of your program's financial performance is optimized without compromising quality or service.

To effectively manage food costs, our team conducts detailed analyses of market trends, ingredient prices, and sourcing strategies. By staying ahead of fluctuations in the market, we can make informed purchasing decisions and design menus that are both cost-effective and appealing. This proactive approach enables us to deliver high-quality meals while maintaining strict control over expenses.

Equally important is our commitment to managing labor costs, a critical component of achieving and maintaining budgetary goals. Through the efficient tracking of Meals Per Labor Hour (MPLH), we ensure that staffing levels are precisely aligned with demand. This enables us to maintain a high standard of service excellence while adhering to fiscal responsibility. By continuously monitoring labor performance metrics, we can identify opportunities for efficiency improvements and implement strategies that enhance productivity.



Following Recipes Helps Monitor Food Costs



TRANSPARENCY OF REBATES, DISCOUNTS & CREDITS

Transparency builds trust and puts partner needs first.

In the food service management industry, many providers often include a range of indirect costs in their client billing, such as portions of corporate salaries and system-wide expenses. Quest takes a refreshingly different approach, billing clients solely for expenses that directly impact their specific program. By eliminating unnecessary charges and ensuring that every dollar spent is tied directly to the needs of the partner, Quest creates a more transparent financial model.

Additionally, Quest refrains from adding mark-ups to expenditures or relying on hidden profit mechanisms. All purchase rebates and savings negotiated by Quest are passed directly to the client, ensuring partners fully benefit from cost efficiencies without compromise.

This commitment to total transparency builds trust and allows Quest to make decisions based purely on the best interests of each individual program, free from the constraints of meeting quotas or prioritizing specific food products. This approach not only fosters long-term relationships but also ensures a tailored, financially efficient dining experience for every partner school.

TRANSPARENCY OF REBATES, DISCOUNTS & CREDITS

Partner-First Philosophy

Transparency is a cornerstone of our operations. From contracts to billing, Quest delivers open and honest communication at every step. We avoid restrictive ordering quotas that may compromise decision-making and instead focus on aligning purchasing strategies with the best interests of our partners. By consistently prioritizing the needs of our clients and maintaining integrity in every aspect of our work, Quest fosters trust, satisfaction, and long-term stability. Our approach ensures not only financial efficiency but also a dining program that genuinely reflects the preferences and expectations of your students and community.

Limited Commitments to Purchasing Minimums

Unlike many food management companies that commit to a minimum number of products, often processed, with specific manufacturers, Quest takes a more personalized and flexible approach. We recognize that each partner is unique, and the preferences of students at one location may vary significantly from another. At Quest, we prioritize understanding the distinct tastes, needs, and preferences of each school community. This allows us to source the products that best align with your program while leveraging our buying power to secure competitive prices, rebates, and discounts.



Purchasing to Fit Each Client's Needs



TRANSITION PLAN



TRANSITION PLAN

The FSMC shall submit with its proposal a transition plan, which shall indicate the activities, procedures, costs, and timetable and support personnel involved in the implementation of services.

“

“As Quest began to roll out its program changes, we saw a program marked by fresh food, great variety, and attentive service to our community. We also experienced an immediate transformation of our catering program, with quality food, fair pricing and consistent execution.”

– Cheryl L. Witham, Asst. Superintendent for Finance & Operations/CSBO at New Trier Township HS District 203



TRANSITION PLAN

Quest is with you every step of the way.

Choosing a new food service provider can seem like a daunting task, but Quest is ready to offer leadership and support at every step. Our team begins the process by completing a comprehensive transition plan, including specific tasks that are set to a timeline and include the top priorities of each partner and our stakeholders.

Quest has launched new school programs of every size and scope, and thanks to our extensive network of support team members in Operations, Human Resources, Information Technology, Culinary, Procurement and Marketing, we have a perfect record of opening on time to serve students fresh and wholesome food on day one.

As with any opening plan, details may evolve and priorities shift, but Quest is always committed to providing full access to and attention from our leadership team as well as all support staff throughout the entire transition process and beyond. Openings are multi-faceted, and our expertise serves to support all areas of the business to ensure a smooth opening transition that has clear benchmarks and regular status reporting before, during, and after the program serves its first meal.

TRANSITION OF SERVICES

Transition Planning

SPRING 2025

- Business Development team will introduce the operational team (RVP, DM, FSD) to the clients
- Food committee meetings, surveys (what's working/not working), taste testing with students and community members
- Staff transition planning (providing security/clarity on roles, understanding skill set for fall training/menu planning, etc.)
- Communication planning and community engagement

SUMMER 2025

- Facility enhancements
- Team training and dry runs of new menu/program
- Back to school support/planning



FALL 2025 – PARTNERSHIP LAUNCH

- Food Committee 1
- Business Review with Business Development team and Operations to ensure we are delivering on what we said we would

SNAPSHOT OF TRANSITION PLAN

Each department at Quest plays an important role in providing support to new clients, ensuring a seamless transition into every new dining program. The priorities of each school are always held into the highest account, with specific tasks outlined well in advance along with contingencies. Below is a sample of transition planning action items, but ultimately, each plan is customized based on the unique needs and wants of the school community.

Operations

- 30/60/90-day plan to administrators
- Conduct Food Committee with stakeholders
- Recommendation for Year 1 operations plan

Information Technology

- Integrate POS systems
- Create menu sharing account
- Set-up digital monitors

Human Resources

- Identify Food Service Director
- Hire and train new team members
- Develop existing team transition plan

Procurement

- Contact suppliers and set-up client accounts
- Inventory supplies & create list of needs
- Integrate ordering with menu software

Culinary

- Create menu planning software account
- Craft custom menus for all dining concepts
- Train new Executive Chef and cooks

Marketing

- New menu & branded signage in dining area
- Resources for new program communications
- Back-to-School event materials

Accounting

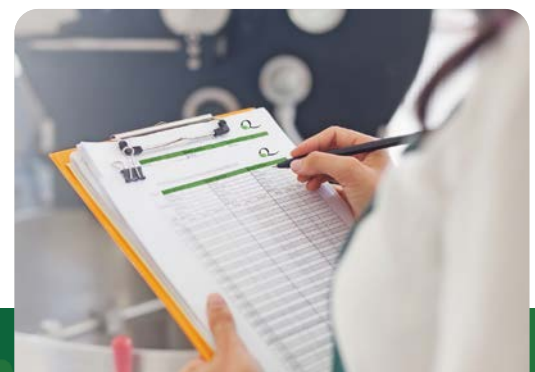
- Finalize contract specifics
- Review financial systems and reporting
- Establish revenue goals and budgets

Facilities Planning

- Equipment delivery arrangements
- Kitchen supplies and serving ware
- Utility account and contact setup



272



Departments Provide Support to New Clients

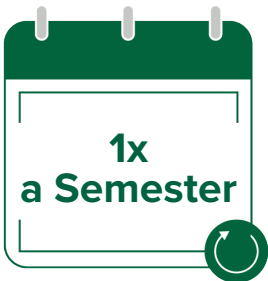
COMMUNICATION PLAN

In addition to formulating a custom and thorough transition plan for each new client, a critical part of the Quest Mission Statement is to provide intensely personal service at every stage of the partnership. This includes preparing a communication plan that aims to gather on-going feedback for improvement, creating full transparency into the inner workings of the dining program. Monthly Reviews, Business Reviews, and Annual Reviews are the typical cadence for reporting, and involve team members at every level of the organization. Student and community feedback also plays an important role and Quest prioritizes gathering this feedback through Food Committee Meetings, ensuring all stakeholders have a voice in how the dining program evolves.



Monthly Reviews:

- District Manager
- Review Monthly Financials and Billing
- Year-to-Date and Prior Year-to-Date
- Past Month Success, Challenges, and Overall Satisfaction
- Upcoming Special Events and Needs
- Approximately 30-60 Minutes in Length



Business Reviews:

- District Manager, VP of Operations, President and/or CEO
- Quarterly Financial Review
- Review and Discuss Overall Service and Satisfaction
- Approximately 1-2 Hours in Length



Food Committee Meetings:

- District Manager, General Manager, VP of Operations, President and/or CEO
- Key Student and Staff Stakeholders
- Approximately 1 Hour in Length



Annual Review:

- District Manager, President and/or CEO
- End-of-Year Financials
- Review Upcoming Year Budget
- Overall Progress, Planning, Strategy, and Implementation
- Approximately 3 Hours in Length

TRANSITION PLAN EXAMPLE

Department / Deliverables	Owner	Due Date	Transition Schedule																	
OPERATIONS			MAY			JUN			JUL			AUG			SEP			OCT		
			1	15	31	1	15	30	1	15	31	1	15	31	1	15	30	1	15	31
Identify key stakeholders that should be met with in focus groups to discuss strengths/weaknesses and their objectives including: Menu, Catering, Special Events, Retail Pricing, Hours of Operation, Management Team, Service Levels, Customer Flow	President, Vice President, Director of Food Systems, District Manager, Client	5/15																		
Conduct focus groups identified above	President, Vice President, District Manager	6/1																		
Present recommendations for first year changes to program, staffing, etc. to client	President, Vice President, District Manager	6/10																		
Menu offerings identified for retail, dining, catering and special events: AGREE TO PRICING	Vice President, District Manager, Director of Food Experience, FSD, Client	6/15																		
Finalize equipment and signage needs	President, Vice President, District Manager, Director of Food Experience, FSD, Client	6/30																		
Finalize a 30-day changeover plan	President, Vice President, District Manager, FSD, Client	6/1																		
Finalize the opening week "Introduction to the New Dining Services"	President, Vice President, District Manager, FSD	6/30																		
Install all required computer software and conduct training	Vice President, Business Manager, District Manager, FSD	7/1																		
Bring in all new Quest systems, i.e., operations manuals, financial systems, menu and recipe files	Vice President, District Manager, FSD, Director of Food Systems	7/1																		

Department / Deliverables	Owner	Due Date	Transition Schedule																	
PURCHASING			MAY			JUN			JUL			AUG			SEP			OCT		
			1	15	31	1	15	30	1	15	31	1	15	31	1	15	30	1	15	31
Review all upcoming catering and special events	District Manager	6/1																		
Contact Quest suppliers and present New Client suppliers to inform of changeover dates and equipment needs	President, Vice President Operations	6/1																		
Take the food inventories	District Manager, FSD	7/1																		
Take equipment, china, flatware, and smallwares inventory with New Client personnel	FSD	7/1																		

Department / Deliverables	Owner	Due Date	Transition Schedule																	
FACILITY			MAY			JUN			JUL			AUG			SEP			OCT		
			1	15	31	1	15	30	1	15	31	1	15	31	1	15	30	1	15	31
Present existing servery	President, Vice	5/15																		
Facility changes complete	President, Vice	8/1																		

TRANSITION PLAN EXAMPLE

Department / Deliverables	Owner	Due Date	Transition Schedule																	
HUMAN RESOURCES- TEAM SELECTION			MAY			JUN			JUL			AUG			SEP			OCT		
			1	15	31	1	15	30	1	15	31	1	15	31	1	15	30	1	15	31
Present Director job description to New Client client for feedback	President, Vice President, District Manager, Client	5/15																		
Begin New Client Director interviews internally & externally	President, Vice President, District Manager	5/1																		
New Client Dining Services Management team structure recommended to Client	President, Vice President District Manager, Client	5/15																		
Meet with the present New Client dining services management and hourly team to determine interest and ability to remain on board; discuss Quest philosophy, values, mission, vision and history; cover wage and benefit offerings	President, Vice President, District Manager	5/16																		
Present Director finalists to New Client leadership team for interviews	President, Vice President, District Manager	5/16																		
Select New Client Director	President, Vice President, District Manager, Client	5/19																		
New Client Dining Services Management team structure finalized with Client	President, Vice President, District Manager, FSD	5/19																		
New Client Director begins role and training/onboarding process	District Manager, FSD	6/1																		
New Client Dining Services Management team begin roles and training/onboarding process	President, Vice President, District Manager, FSD	6/1																		

Department / Deliverables	Owner	Due Date	Transition Schedule																	
HUMAN RESOURCES - OTHER			MAY			JUN			JUL			AUG			SEP			OCT		
			1	15	31	1	15	30	1	15	31	1	15	31	1	15	30	1	15	31
Finalize any changes to employee uniforms	President, District Manager, FSD, Client	6/15																		
Conduct Intro to Quest, orientation and meetings for new Quest employees	President, District Manager, FSD	5/16																		
Discuss job responsibilities and work schedules	District Manager, FSD	6/6																		
Team building sessions with management and employees	President, Vice President, District Manager, FSD	6/6																		
Begin new employee training sessions	District Manager, FSD	8/1																		

TRANSITION PLAN EXAMPLE

Department / Deliverables	Owner	Due Date	Transition Schedule																	
MARKETING/PROMOTIONS/COMMUNICATIONS			MAY			JUN			JUL			AUG			SEP			OCT		
			1	15	31	1	15	30	1	15	31	1	15	31	1	15	30	1	15	31
Partner with New Client to develop communication strategy about dining program partner change	President, VPO	6/1																		
Finalize the first six months marketing/promotional plan for review, including introduction events to familiarize community	President, VPO, FSD	6/1																		
All new menus posted and priced	FSD/District Manager	7/1																		
All printed communication (including catering guide) complete and distributed; website and Facebook updated	FSD/District Manager & Marketing Mgr	7/1																		
All decoration and facility ambiance changes completed	FSD/District Manager	7/15																		
Set schedule for food committee, and other regular meetings as necessary	FSD/District Manager	8/1																		
Conduct quarterly customer satisfaction survey	FSD/District Manager	10/1																		
Share post-survey communication and action plan to New Client community	FSD/District Manager	11/1																		

Department / Deliverables	Owner	Due Date	Transition Schedule																	
ONGOING			MAY			JUN			JUL			AUG			SEP			OCT		
			1	15	31	1	15	30	1	15	31	1	15	31	1	15	30	1	15	31
A team of Quest management and support staff on-site for opening so that a smooth transition will take place	President, District Manager	July - Oct																		
Support staff will continue on at New Client until staff is comfortable with Quest systems and expectations	President, District Manager	Ongoing																		
Monitor closely the service levels and financial performance with continuous feedback from New Client community	President, District Manager, FSD, Client	Ongoing																		
Manage all catering and special events with support as needed	District Manager, FSD	Ongoing																		



REQUIRED DOCUMENTS





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/12/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hub International Midwest Limited 203 N La Salle St Ste 2000 Chicago IL 60601-1245		CONTACT NAME: CSU Chicago PHONE (A/C, No, Ext): 312-922-5000 FAX (A/C, No): E-MAIL ADDRESS: csuchicago@hubinternational.com	
INSURED Quest Food Management Services, LLC 2500 S. Highland Avenue, Suite 250 Lombard IL 60148		INSURER(S) AFFORDING COVERAGE INSURER A: Trumbull Insurance Company INSURER B: Hartford Casualty Insurance Company INSURER C: Hartford Underwriters Insurance Company INSURER D: Hartford Insurance Group INSURER E: INSURER F:	
		NAIC # 27120 29424 30104 914	

COVERAGES

CERTIFICATE NUMBER: 1856227208

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☒ LOC OTHER:		83UUNAW7Z9Y	9/15/2024	9/15/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY		83UENAF5054	9/15/2024	9/15/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000		83XHUYA0NZH	9/15/2024	9/15/2025	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	83WEAT1GMH	9/15/2024	9/15/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Auto: Physical Damage Deductible: Comp.\$1,000, Coll. \$1,000
 Lyons Township High School District 204, its Board, Board members, employees, agents, and successors are an Additional insured on a primary and non-contributory basis with respect to General Liability and Auto Liability only when required by written contract or agreement subject to terms, conditions, and exclusions. Waivers of Subrogation is granted in favor of the stated additional insureds on the General Liability, Auto Liability and Workers Compensation policies only when required by written contract or agreement where allowable by law. The umbrella policy follows the form of the underlying policies.

CERTIFICATE HOLDER

CANCELLATION

Lyons Township High School Attn: Brian Stachacz Director of Business Services 100 S Brainard Ave. La Grange, IL 60525	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	---

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Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Quest Food Management Services
2500 S. Highland Ave., Ste. 250
Lombard, IL 60148

OWNER:

(Name, legal status and address)

Lyons Township High School District 204
100 South Brainard Avenue
La Grange, IL 60525

SURETY:

(Name, legal status and principal place of business)

Trisura Insurance Company
2 Stamford Plaza Suite 1504, 281 Tresser Boulevard
Stamford, CT 06901
Mailing Address for Notices
1411 Opus Pl, Ste 450
Downers Grove, Illinois 60515

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

BOND AMOUNT: \$ 5% Five Percent of Amount Bid

PROJECT:

(Name, location or address, and Project number, if any)

Food Service Management

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 27th day of March, 2025

Quest Food Management Services

(Principal)

(Seal)

(Witness)

By:

(Title)

Trisura Insurance Company

(Surety)

(Seal)

By:

(Title) Martin Moss

Attorney-in-Fact

(Witness) Maria A. Gonzalez

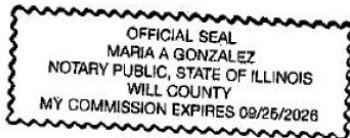


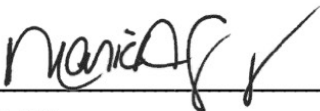
State of Illinois
County of DuPage

SURETY ACKNOWLEDGEMENT (ATTORNEY-IN-FACT)

I, Maria A. Gonzalez Notary Public of DuPage County, in the State of Illinois ,
do hereby certify that Martin Moss Attorney-in-Fact, of the Trisura Insurance Company
who is personally known to me to be the same person whose
name is subscribed to the foregoing instrument, appeared before me this day in person, and
acknowledged that he signed, sealed and delivered said instrument, for and on behalf of the
Trisura Insurance Company for the uses and purposes therein set forth.

Given under my hand and notarial seal at my office in the City of Downers Grove in
said County, this 27th day of March , 2025 .





Notary Public Maria A. Gonzalez
My Commission expires: September 25, 2026



2 Stamford Plaza
Suite 1504, 281 Tresser Boulevard
Stamford, Connecticut 06901
us.surety@trisura.com

POWER OF ATTORNEY

Bond # Bid Bond

Bond issuance date: March 27, 2025

KNOW ALL MEN BY THESE PRESENTS: That **TRISURA INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of Oklahoma, authorized to conduct a surety business, and having its principal place of business at 2 Stamford Plaza, Suite 1504, Tresser Boulevard, Stamford, Connecticut 06901, does hereby constitute and appoint:

Martin Moss

their true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise, and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said **TRISURA INSURANCE COMPANY**, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by their regularly elected officers at their principal offices.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of the By-Laws of **TRISURA INSURANCE COMPANY** and is granted under and by authority of the following resolution adopted by the Board of Directors of **TRISURA INSURANCE COMPANY** at a meeting duly held on the 11th day of **December, 2020**.

"RESOLVED, that (1) the Chief Executive Officer, President, Executive Vice President, Senior Vice President, Vice President, or Secretary of the Corporation shall have the power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Corporation and affix the Corporation's seal thereto, bonds, undertakings, recognizances, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any such Officers of the Corporation may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-fact with authority to execute waivers and consents on behalf of the Corporation; and (3) the signature of any such Officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seals when so used whether heretofore or hereafter, being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed."

IN WITNESS WHEREOF, **TRISURA INSURANCE COMPANY** have each executed and attested these presents on

This 11th day of **March, 2021**.

STATE OF Connecticut
County of Fairfield

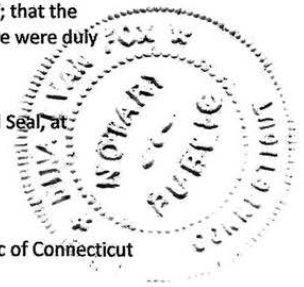
Richard Grant
Richard Grant, Vice President, U.S. Surety



On this 11th day of **March, 2021**, before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said he is the therein described and authorized officer of **TRISURA INSURANCE COMPANY**; that the seals affixed to said instrument are the Corporate Seals of said Companies; that the said Corporate Seals and his signature were duly affixed by order of the Boards of Directors of said Companies.

IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the Fairfield, Connecticut the day and year first above written.

[Signature] seal
_____, a Notary Public of Connecticut
My Commission Expires: 6/30/25



DINA FOX
Notary Public, State of Connecticut
My Commission Expires June 30, 2025

TO CONFIRM AUTHENTICITY OF THIS BOND OR DOCUMENT EMAIL: us.surety@trisura.com

SCHEDULE A - RECOMMENDED CONTRACT

FOOD SERVICE MANAGEMENT AGREEMENT

This AGREEMENT entered into this ____ day of ____ 2025 between Lyons Township High School District 204 (Client), a non-profit private educational institution with its principal office located at 100 S. Brainard Ave, La Grange, IL 60525 and Quest Food Management Services, LLC. (Hereinafter Quest), A Food Service Corporation with its principal office located at 2500 South Highland Ave, Ste 250, Lombard, IL 60148.

WITNESSETH:

WHEREAS, Client desires to engage a qualified and experienced food service management company to manage and operate Client’s food service facilities; and

WHEREAS, Client and Quest have agreed that Quest shall manage and operate Client’s food service facilities on the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, Client and Quest agree as follows:

1. Term of Agreement; Termination
 - A. Term. The initial term of this Agreement shall commence on July 1, 2025 (“Commencement Date”) and continue until June 30, 2030, unless terminated by either party as hereinafter provided. This agreement may be extended upon mutual agreement of both parties. The initial term of this Agreement, as it is earlier terminated or extended in accordance with the terms hereof, is hereby defined as the “Term.”
 - B. Termination for Convenience. Quest or Client may terminate this Agreement during the Term upon ninety (90) days written notice to Client, with or without cause.
2. Scope of Relationship
 - A. General. This Agreement sets forth the terms and conditions upon which Client retains Quest to manage and operate Client’s food service facilities for Client’s students, employees, parents, guardians and visitors at the following address(es) (“Premises”):

100 S. Brainard Ave, La Grange, IL 60525
4900 Willow Springs Rd, Western Springs, IL 60558
 - B. Engagement. Client hereby engages Quest to manage and operate Client’s food service facilities and Quest hereby accepts such engagement.
 - C. Services. Quest shall provide food management services inclusive of meals and directly supervise the food service operations including without limitation breakfast and lunch operations, all catering services and vending operations in and around the cafeteria of and for Client in accordance with the terms and conditions herein set forth.

D. Scope of Activity.

- (1) Agency. The parties agree that the relationship created by this Agreement with respect to (i) purchasing goods and supplies related to the food service program, and (ii) establishing the selling price of all food and beverages offered for sale within the facilities, (ii) and selling food and beverages within the facilities, (collectively, the “Services”), subject to the general supervision and control of Client, is that of a limited agent.
- (2) Independent Contractor. Except for the limited agency relationship expressly created pursuant to Section 2(d)(1), the parties agree that Quest shall be an independent contractor and shall retain control over its employees and agents, and shall manage, operate, direct and exercise control over Client’s food service facilities. Nothing in this Agreement shall be deemed to create a partnership, agency, joint venture or landlord-tenant relationship between Client and Quest, with the exception of Quest acting as a limited agent on behalf of Client, regarding the Services as set forth above.

3. Rules and Regulations; Inspection

- A. Rules and Regulations. Client may issue reasonable rules and regulations governing its food service operations and Quest shall comply with any such rules and regulations promptly (and in any event within five (5) days) upon receiving notice from Client.
- B. Inspection. Client shall have the right to inspect the food service facilities during reasonable business hours, without prior notice to Quest.
- C. Quest agrees to comply with all applicable health regulations promulgated by Federal, State, County and City Governments and to procure for Client’s Food Service operation all necessary licenses and permits which may be required.

4. Food & Beverage Services

A. Food & Beverage Services Provided by Quest

Subject to Client’s approval, Quest will establish the selling price of all foods and beverages offered for sale within the facilities. All charges for meals and beverages served, as part of the program shall be done to the credit of Quest. Until sold by Quest, Quest shall own all food for sale in the Client during the Term and all sales shall be made as determined by Quest, subject to Client’s approval thereof. All receipts from the sale of food and beverage in the Client during the Term shall be deposited into Client bank account. Quest shall keep and maintain for Client complete records and books of accounts relating to the operation of the Food Service Program including all income, costs and expense except as herein expressly provided. Quest shall be solely obligated for and shall pay and discharge all cost and expenses of the Food Service Program incurred during the Term.

B. Food & Beverage Services Provided by Client

If the Client elects to add food items to a service station in the cafeteria, Quest’s consent shall be required.

C. Extension of Credit

It is understood and agreed to by Quest that from time to time Quest will be asked to provide special services beyond the normal scope of the Food Service operation. Quest will extend credit to Client for these functions. Client will guarantee payment within thirty (30) days of receipt of invoice. In the event invoices are not paid within thirty (30) days interest will be charged at the rate of 1 and 1/2 % per month.

5. Equal Opportunity and Affirmative Action Employer

Quest shall not discriminate because of race, color, religion, sex, age, national origin, disability, sexual orientation, gender identity or status as a Vietnam veteran, or any other protected class, in the recruitment, selection, training, utilization, promotion, termination, or other employment related activities concerning its employees in connection with its performance under this Agreement.

6. Management and Personnel

- A. **Quest Personnel.** Quest shall provide sufficient and qualified management, professional employees and hourly personnel to manage Client's food service operations, supervise all Quest employees engaged to perform under this Agreement and perform all other obligations under this Agreement.
- B. **Wages, Benefits and Taxes.** Quest shall prepare and process the payroll for and shall pay its employees directly. Quest agrees to assume full responsibility for the payment of all required local, state and federal contributions and assessments, including, but not limited to, wages, pension benefits, federal, state and local employment taxes, unemployment taxes, social security, and workers' compensation costs, as to all employees engaged by it in the performance of this Agreement. Quest agrees to furnish Client, upon request, a certificate or other evidence of compliance with Applicable Law regarding contributions, taxes, and assessments on payrolls.
- C. **Workers' Compensation Insurance.** As described in more detail in Paragraph 14B, Quest shall procure Workers' Compensation Insurance in conformance with Applicable Law, with waiver of subrogation in favor of Client, covering its employees and shall provide proof of such coverage or system to Client.
- D. **Fingerprinting Requirements.** Client shall be responsible for obtaining any necessary fingerprint clearances for on-site Quest employees as required by Applicable Law and this Agreement, and shall bill Quest for those expenses.
- E. **Employee Replacement.** Client may request the replacement of any on-site Quest employee who Client reasonably believes has failed to adequately perform the services required by this Agreement or has engaged in misconduct and Quest shall replace any such employee unless it reasonably believes that such replacement would be unlawful. If any on-site Quest employee is terminated, Quest shall return the identification card and keys issued to such employee to Client within one (1) day following termination.
- F. **Employment Limitations.** During the Term of this Agreement and for six (6) months thereafter: (1) Quest shall not hire any employee of Client without first obtaining written permission from Client; and, (2) Client shall not hire any employee of Quest working at Client, without first obtaining written permission from Quest. Should either party hire an employee of the other in violation of this Paragraph 6G, the hiring party shall promptly pay the other party a fee in an amount equal to the hired employee's compensation for twelve (12) months (based on annual salary or a 40-hour work week for hourly employees).

7. Facilities and Equipment

- A. **Inventories of Equipment.** Client and Quest shall jointly inventory the equipment and commodities owned by Client on or before August 1st of each year of the Term, including, but not limited to, non-consumable flatware, trays, china, and glassware (collectively, “Servicewares”). Quest shall be responsible for maintaining an adequate supply of Servicewares, the cost of which shall be paid by Client.
- B. **Office Facilities and Equipment.** Client shall provide, without cost to Quest, suitable office facilities, including furniture and equipment, for use by Quest in performance of this Agreement. Client shall provide any computers, hardware, and software necessary for management and operation of the food service facilities during the Term. Quest shall take reasonable care of the office facilities and equipment, and shall return them to Client in good condition upon termination of this Agreement, ordinary wear and tear excepted.
- C. **Sanitation.** Quest shall be responsible for usual and customary cleaning and sanitation of Client’s food service facilities.
- (1) Quest shall be responsible for routine cleaning and sanitation in areas used for food preparation, storage, and service, and shall clean and sanitize dishes, pots, pans, utensils, equipment, and similar items.
 - (2) Client shall be responsible for routine cleaning and maintenance of dining areas.
 - (3) Quest shall provide laundry services for all linen, aprons, uniforms and similar items.
 - (4) Client shall designate a refuse collection area and Quest shall be responsible for transporting refuse to the designated refuse collection area within the kitchen. Client shall be responsible for the removal of refuse from the designated refuse collection area and the cost associated with the removal thereof.
 - (5) Client shall provide and maintain adequate fire extinguishing equipment, and provide necessary pest control, for food service areas.
- D. **Maintenance.** Client shall provide, at Client’s expense, janitorial personnel and outside maintenance services, parts, and supplies required to properly maintain the food service facilities and equipment. Client is responsible for the repair and/or replacement of any equipment used by Quest and its Employees used for the purposes of this Agreement to keep them in a functioning and safe condition. Quest shall notify Client of any required maintenance issues, and Client shall address such maintenance issues within 3 business days, unless such maintenance issue causes a health and/or safety hazard, in which case Client shall address the maintenance issue promptly.
- E. **Condition of Facilities and Equipment.** Client shall obtain necessary health permits and certification for its food service facilities. Quest shall take reasonable and proper care of all premises and equipment in its custody and control and shall use them in a manner that will not violate Applicable Law, including any reporting and record-keeping requirements. If at any time Quest is notified by a government agency that Client’s premises or equipment are not in compliance with any Applicable Law, Quest shall immediately inform Client of such notification. Quest shall promptly correct any deficiencies identified by a government agency for which Quest is responsible under the terms of this Agreement.

F. Adequate Facilities and Equipment. Quest represents it has been provided access to and has inspected Client's food service facilities and equipment and warrants to Client that such facilities and equipment are suitable to perform its obligations under this Agreement at the time of such inspection ("Initial Inspection"). All equipment shall remain on the premises and in the same condition as of the date of the Initial Inspection, ordinary wear and tear excepted, from the time of the Initial Inspection through the termination of this Agreement. The facilities shall remain in the same condition as of the date of Initial Inspection, ordinary wear and tear excepted, from the time of the inspection through the termination of this Agreement. The equipment shall be used exclusively for the purposes set forth in this Agreement and shall not be used by Quest to prepare food or in any other manner provide service to any person or entity other than Client.

Within 30 days prior to the Commencement Date, Quest, or its agents and/or representatives may enter the Premises to re-inspect the equipment and facilities to be used for the food services. In the event Quest, in its sole discretion, determines that the facilities and/or equipment differ in condition, ordinary wear and tear excepted, from the date of the Initial Inspection, Quest shall provide notice to Client, and Client shall be responsible for replacing or repairing any broken or missing equipment, and to return the facilities to their state as of the time of the Initial Inspection prior to the Commencement Date.

G. Utilities. Client shall furnish all utilities, including telephone service, necessary for Quest to operate the food service facilities and equipment.

H. Employee Facilities. Client shall make available changing rooms and bathroom facilities for use by Quest's employees throughout the time at which Quest's employees are at the Client's facilities.

8. Quest's Additional Obligations

A. Compliance with Law. In connection with its performance under this Agreement, Quest shall comply with all laws, ordinances, rules, and regulations of all applicable federal, state, county, and city governments, bureaus, and agencies, regarding purchasing, sanitation, health, and safety of the food service operations (collectively, "Applicable Law"). Client shall procure and maintain all licenses and permits necessary to manage and operate Client's food service facilities. Quest shall maintain all required licenses and certifications for any facilities other than those located at Client it may use in connection with providing the food services required by this Agreement.

B. Standard for Performance. Quest shall perform its duties and obligations under this Agreement in a first class, professional manner and will constantly and consistently work with passion each day to implement a food service plan that best fits Client's needs.

C. Damage to Equipment. Upon termination of this Agreement, Quest will surrender to Client all equipment and furnishings in the food service facilities in the same good condition, ordinary wear and tear excepted. Client shall deduct from Quest's final invoice for services for any damage or loss to Client's facilities and equipment caused by Quest's negligence or misconduct.

9. Catering

A. Catering by Quest. In the event Client has a catering need, Client shall approach Quest with the catering opportunity, who shall have the right of first refusal to perform the catering services. Client may, if a price cannot be agreed upon or Quest cannot provide the service, obtain outside catering services. Quest shall submit catering invoices by the end of the current month. Quest shall provide Client with copies of invoices and an invoice control log within ten (10)²⁸⁷ days after the end of each month.

10. Indemnification

During and after the termination of this Agreement, Quest and Client shall mutually indemnify, defend and hold harmless one another, its employees, officers, directors, invitees and agents (“Indemnitees”) from any claims, judgments, losses or expenses, including reasonable attorneys’ fees, arising from any claim, suit or proceeding against any Indemnatee based on any act or omission by the indemnifying party, its employees or agents and shall pay all such claims, judgments, losses or expenses, including reasonable attorneys’ fees and court costs incurred in enforcement of the indemnity. This provision shall survive termination of this Agreement.

11. Taxes

- A. **Tax Exemption.** Client is exempt from all applicable state and local sales tax. Client will provide a tax-exempt certificate if requested by Quest. Client shall be responsible for collection and remittance of any and all taxes assessed on the food service operation, excluding Quest’s employee taxes and benefits and any city, state, or federal income taxes. Client shall indemnify Quest against any liability or assessment, including related interest and penalties, arising from a tax assessment that is Client’s responsibility under this paragraph. This provision shall survive termination of this Agreement.
- B. **Change in Taxes.** It is mutually understood and agreed by the parties hereto that the financial considerations for this Agreement have been determined based on the interpretation of applicable sales, use, occupation or similar taxes, including real or personal property taxes, if any. In the event the responsibility for any tax is shifted or altered, either of which results in a substantially increased cost to Quest, then the financial considerations herein set forth shall be equitably adjusted in an amount equal to such change in cost, retroactively to the date of such change. Client reserves the right to contest or protest any such tax. Nothing herein is intended to absolve Quest from the payment of city, state or federal income tax or to create any obligation of Client to pay or indemnify Quest with respect to such tax or to modify this Agreement on account of any such tax.

12. Financial and Payment Terms

- A. **Return.** Quest will bill Client for 88.5% of cafeteria and catering sales, which shall include Quest’s operating costs (food, labor, non-food costs and direct costs). Client shall retain 11.5% of revenues. Quest shall guarantee that Client shall receive the following minimum returns for each year of the agreement, subject to the terms and conditions in Appendix I (Client’s Request for Proposal) and in the assumptions in Quest’s proposal (Appendix II):
 - (1) SY25-26 - \$190,000
 - (2) SY26-27 - \$200,000
 - (3) SY27-28 - \$210,000
 - (4) SY28-29 - \$220,000
 - (5) SY29-30 - \$230,000
- B. **Free Meal Billing.** Quest shall bill Client monthly for the number of lunches and breakfasts served to free-eligible students at a rate of no less than \$2.75 for lunch and \$2.00 for breakfast.
- C. **Investment.** Quest shall invest up to \$200,000 in mutually agreed upon enhancements to the dining program facilities. Client will assume title of these enhancements as they are completed. Should Client terminate this agreement for convenience prior to June 30, 2030, Client shall owe Quest \$3,333.33 per month through June 2030 as unrecovered investment payment.

D. Assumptions. The financial terms offered in this proposal are based on existing conditions and specifications provided by the District in the RFP and in Quest's proposal to the District. In the event the foregoing conditions are not met during any school year of the agreement, Quest's financial proposal may be reduced by an amount equivalent to any increased cost of the loss of revenue attributable to changes in such conditions.

13. Representations and Warranties

- A. Authority. Quest represents and warrants to Client that it is a corporation duly organized, validly existing and in good standing under the laws of the state of Illinois. Quest represents and warrants to Client that at the commencement of services under this Agreement and throughout the Term it will be authorized to do business in the City of Roselle and the State of Illinois.
- B. Financial Ability; Experience. Quest represents and warrants to Client that it: (i) is financially solvent, is able to pay its debts as they mature and has sufficient working capital to provide all services to be performed by it under this Agreement; and (ii) is experienced, qualified and competent to deliver the services contemplated by this Agreement. Such representations and warranties shall be deemed to be continuing throughout the Term.

14. General Terms and Conditions

A. Assignment; Change of Control. Quest shall not sell, subcontract, transfer or otherwise assign this Agreement or any portion hereof, or undergo a change of control affecting its ultimate ownership, without Client's prior written consent, which consent may be granted or withheld in Client's sole and absolute discretion.

B. Insurance.

- (1) Quest shall maintain as a direct cost of operation the insurance coverage for workers' compensation, primary commercial general liability (within limits of not less than \$1,000,000 each occurrence followed by a \$6,000,000 each occurrence/aggregate limit under an umbrella/excess liability policy), and unemployment.
- (2) Quest shall also maintain commercial business automobile liability insurance including coverage for all owned, non-owned and hired vehicles providing coverage for bodily injury and property damage liability with combined single limits of not less than \$1,000,000.
- (3) Notwithstanding any provision herein to the contrary, Client and Quest mutually agree that with respect to any loss which is covered by workers' compensation insurance then being carried by them, respectively, the party carrying such insurance and suffering said loss releases the other of and from any and all claims with respect to such loss, and they further mutually agree that their respective insurance companies shall have no right of subrogation against the other on account thereof.
- (4) Client shall be named an additional insured on all required insurance policies. A Certificate of Insurance of Quest's insurance coverage shall be furnished to Client at the time of execution of this Agreement. The contract of insurance shall provide for notice to Client of cancellation of insurance policies thirty (30) days before such cancellation is to take effect. Quest shall maintain the insurance coverage provided by an insurance company authorized to do business in the state of Illinois with an A.M. Best Company rating of A.

- C. **Attorneys' Fees.** If any action or proceeding is instituted to enforce any provision of this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party all reasonable attorneys' fees, costs and necessary disbursements incurred in connection with such enforcement in addition to any other relief to which it may otherwise be granted.
- D. **Notice.** Any notice required or permitted by this Agreement shall be made (i) given in writing, and (ii) be personally delivered or mailed by prepaid mail or overnight courier, or by facsimile transmission or electronic mail, if provided below, delivered or transmitted to the party to whom such notice or communication is directed. Notice shall be deemed given when received, except for in the case of facsimile transmission or electronic mail, in which case delivery shall be deemed when confirmation of sending has occurred. Notices shall be addressed as follows:

To Client:

Attn: _____

Facsimile: _____

Email: _____

To Quest:

Nicholas Saccaro
President
2500 S. Highland, Suite 250
Lombard, IL 60148
Facsimile: 630-627-7768
Email: nick@questfms.com

- E. **Entire Agreement.** This Agreement, including the attached exhibits, represents the entire agreement between the parties and there are no additional agreements or understandings, written or oral, other than those contained herein unless mutually agreed to in writing as an amendment to the Agreement.
- F. **Confidentiality.** Each party agrees that it will treat this Agreement in its entirety as confidential to the extent and degree it treats its other confidential or trade secret information, and that it will not disclose this Agreement in whole or in part to anyone other than those with a "need to know" or where such disclosure is necessary in order to defend against or assert any claim arising hereunder. Quest shall keep confidential all information that is proprietary to Client and relates to Client's internal affairs, business practices, marketing strategies, relationships, students and employees or which may be reasonably presumed to be confidential.
- G. **Execution in Counterparts; Electronic Signatures.** This Agreement may be executed in one or more counterparts, each of which shall be considered an original instrument, but all of which shall be considered one and the same agreement. Delivery of an executed counterpart of a signature page to this Agreement by facsimile, .pdf or other electronic means shall be effective as delivery of a manually executed counterpart to the Agreement.

- H. Force Majeure. In the event a party to this contract is unable to perform due to war or war-like operation, invasion, rebellion, hostilities, military or usurped power, sabotage, acts of terrorism, civil disturbance, labor disputes, strikes, governmental acts, regulations or executive orders, Acts of God, which shall include, but are not limited to, severe weather conditions, epidemics, pandemics, plague, outbreaks of infectious disease or any other public health crisis, including quarantine or other employee restrictions, or other causes that are beyond the reasonable control of the affected party (collectively, a “Force Majeure Event”), such party shall not be liable or responsible to the other party, nor be deemed to have defaulted under or breached this contract, for any failure or delay in fulfilling or performing any term of this contract. Furthermore, in the event that Quest is unable to perform due to a Force Majeure Event, the Client shall have no obligation to pay the Quest for any fees, costs, and expenses of any kind whatsoever during the term of the Force Majeure Event unless Client specifically requests Quest to provide services during the term of the Force Majeure Event. Quest shall be entitled to reimbursement and compensation under the terms of this Agreement, for the services provided through the date prior to the Force Majeure Event and any fees, costs, or expenses that are billed to the Client on a monthly basis shall be prorated through such date, with the exception of any annual subscriptions or services that the Quest cannot cancel mid-term. Quest shall be entitled to reimbursement and compensation for services provided to Client that are requested by Client during the term of the Force Majeure Event. The affected party shall give notice as soon as practicable to the other party upon the occurrence of a Force Majeure Event, stating the period of time the occurrence is expected to continue, and in the event the Force Majeure Event extends beyond the initial stated period, to provide further updates to the period of time for which the affected party will be unable to perform its duties under this Agreement. To the extent possible, the affected party shall use diligent efforts to end the failure or delay and ensure the effects of such Force Majeure Event are minimized. The affected party shall resume the performance of its obligations as soon as reasonably practicable after the end of the Force Majeure Event. The failure to provide the initial notice required hereunder shall not effect a party’s right to invoke the rights and privileges set forth herein.
- I. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois, and venue for any lawsuit arising under this Agreement shall be in DuPage County, Illinois.

**SIGNATURE PAGE TO FOLLOW
SIGNATURE PAGE
TO THE
FOOD SERVICE MANAGEMENT AGREEMENT**

IN WITNESS WHEREOF, the parties have executed this Agreement this day and year first above written.

CLIENT

BY: _____ DATE _____

Title: _____

QUEST FOOD MANAGEMENT SERVICES, LLC.

BY: Nicholas Saccaro DATE 03/27/2025
President

APPENDIX I

Client Request for Proposal

March 2025

APPENDIX II

Quest FMS Proposal to Lyons Township High School District 204 *Dated March 2025*

Proposal Rigging Certificate

The undersigned, being duly sworn, deposes and certifies under oath that the company or other entity named below, its officers, employees, and agents, are not barred from submitting a proposal on this contract as a result of a violation of the Proposal Rigging or Proposal Rotating provisions of the Public Contracts Section of the Illinois *Criminal Code of 1961* (720 ILCS 5/33E-3, 33E-4) or otherwise under the Contracts section of the Illinois *School Code* (105 ILCS 5/10-20.21). The undersigned acknowledges that the Board of Education may declare the contract void if this certification is false. The undersigned further certifies that he or she has read and understands the Proposal Documents and that his or her proposal is in compliance therewith.

Nicholas Saccaro
Signature

Nicholas Saccaro
(Print Name)

Title: President

Telephone: 630.627.7708

Date: 03/27/2025

Firm Name: Quest Food Management Services

Address: 2500 S. Highland Ave.

City: Lombard

State: Illinois

Zip Code: 60148



Subscribed and sworn to before me
this 25 day of May, 2025

Alice S Deller
Notary Public

SCHEDULE I

EQUAL EMPLOYMENT OPPORTUNITY CLAUSE

In the event of the contractor's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Illinois *Human Rights Act* or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the contractor may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be cancelled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this contract, the contractor agrees as follows:

- 1) That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
- 2) That, if it hires additional employees in order to perform this contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- 3) That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
- 4) That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the contractor's obligations under the Illinois *Human Rights Act* and the Department's Rules. If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules, the contractor will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations hereunder.
- 5) That it will submit reports as required by the Department's Rules, furnish all relevant information as May from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois *Human Rights Act* and the Department's Rules.

(Continued)

6) That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purposes of investigation to ascertain compliance with the *Illinois Human Rights Act* and the Department's Rules.

7) That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as with other provisions of this contract, the contractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the contractor will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

We, the undersigned company, certify that we have read and fully understand the attached specifications including any addenda issued. We further certify that we have visited sites and facilities covered by the specifications. We certify that our company meets all of the requirements specified.



Signature

Nicholas Saccaro, President

Typed Name and Title

Quest Food Management Services

Company Name

2500 S Highland Ave

Address

Lombard, IL 60148

City, State, Zip

630-627-7708

Phone Number

03/27/2025

Date

SCHEDULE K

NON-COLLUSION AFFIDAVIT (must be signed, notarized and submitted with bid)

STATE OF ILLINOIS
DU PAGE (COUNTY)
(Name of County)

The undersigned FSMC or agent, being duly sworn, on oath days that he/she has not, nor has any other member, representative, nor agent of the firm, company, corporation or partnership represented by him/her, entered, into any combination, collusion, or agreement with any person relative to the price to be bid by anyone at such letting, nor to prevent any person from competitively responding nor to induce anyone to refrain from responding competitively, that this proposal is made without reference to any other proposal without any agreement, understanding or combination with any person in reference to such proposal.

He further says that no person or persons, firms or corporation has, have or will receive directly or indirectly, any rebate, fee, gift, commission or thing of value on account of such sale.

Nicholas Saccaro
Agent
For Quest Food Management Services
Firm or Corporation

Subscribed and sworn to before me this 25 day of MARCH, 2025.
My commission expires: 7/27/25



CERTIFICATION (MUST BE SIGNED AND SUBMITTED WITH BID)

The proposer hereby certifies that the proposer is not from proposing on this contract as a result of any violation of either the bid rigging or bid-rotating provisions of Article 33E of the Criminal Code of 1961, as amended.

Nicholas Saccaro
Signature

SCHEDULE L

SEXUAL HARASSMENT CLAUSE (MUST BE SIGNED AND SUBMITTED WITH BID)

Each proposer must certify that it has complied with the requirement of section 2-105 of the Illinois Human Rights Act (Public Act 87-1257) effective July 1, 1993, with respect to sexual harassment policies. The terms of the law, as applicable, are hereby incorporated into this contract. The Board of Education states that it is in compliance with state law.



Signature

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORK PLACE ACT (MUST BE SIGNED AND SUBMITTED WITH BID)

The undersigned proposer or agent, having 25 or more employees, does hereby certify pursuant to section 3 of the Illinois Drug-Free Workplace Act (Ill. Rev. Stat., ch. 127, par. 132.313) that (he, she, it) shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and, further certifies that, (he, she, it) is not ineligible for award of this contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.



Signature

THANK YOU

Visit our website and follow us on social media to see what we're doing at our schools!

Website

www.QuestFMS.com

Facebook

www.Facebook.com/QuestFood

Instagram

www.Instagram.com/QuestFood

YouTube

www.YouTube.com/@QuestFood

LinkedIn

www.Linkedin.com/company/QuestFoodMgt

**Sign up for news & updates about Quest FMS
and our dining programs.**



300

FOOD SERVICE MANAGEMENT AGREEMENT

This AGREEMENT entered into this ____ day of ____ 2025 between Lyons Township High School District 104 (Client), a non-profit private educational institution with its principal office located at 100 S. Brainard Ave, La Grange, IL 60525 and Quest Food Management Services, LLC. (Hereinafter Quest), A Food Service Corporation with its principal office located at 2500 South Highland Ave, Ste 250, Lombard, IL 60148.

WITNESSETH:

WHEREAS, Client desires to engage a qualified and experienced food service management company to manage and operate Client's food service facilities; and

WHEREAS, Client and Quest have agreed that Quest shall manage and operate Client's food service facilities on the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, Client and Quest agree as follows:

1. Term of Agreement; Termination

- A. Term. The initial term of this Agreement shall commence on July 1, 2025 ("Commencement Date") and continue until June 30, 2030, unless terminated by either party as hereinafter provided. This agreement may be extended upon mutual agreement of both parties. The initial term of this Agreement, as it is earlier terminated or extended in accordance with the terms hereof, is hereby defined as the "Term."
- B. Termination for Convenience. Quest or Client may terminate this Agreement during the Term upon sixty (60) days written notice to Client, with or without cause.
- C. Other Termination. This Agreement may be terminated as elsewhere set forth in the Contract Documents.

2. Scope of Relationship

- A. General. This Agreement and its attached documents (the "Contract Documents") set forth the terms and conditions upon which Client retains Quest to manage and operate Client's food service facilities for Client's students, employees, parents, guardians and visitors at the following address(es) ("Premises"):

100 S. Brainard Ave, La Grange, IL 60525
4900 Willow Springs Rd, Western Springs, IL 60558
- B. Engagement. Client hereby engages Quest to manage and operate Client's food service facilities and Quest hereby accepts such engagement.
- C. Services. Quest shall provide food management services inclusive of meals and directly

supervise the food service operations including without limitation breakfast and lunch operations, all catering services and vending operations in and around the cafeteria of and for Client in accordance with the terms and conditions herein set forth.

D. Scope of Activity.

- (1) Agency. The parties agree that the relationship created by this Agreement with respect to (i) purchasing goods and supplies related to the food service program, and (ii) establishing the selling price of all food and beverages offered for sale within the facilities, (ii) and selling food and beverages within the facilities, (collectively, the “Services”), subject to the general supervision and control of Client, is that of a limited agent.
- (2) Independent Contractor. Except for the limited agency relationship expressly created pursuant to Section 2(d)(1), the parties agree that Quest shall be an independent contractor and shall retain control over its employees and agents, and shall manage, operate, direct and exercise control over Client’s food service facilities. Nothing in this Agreement shall be deemed to create a partnership, agency, joint venture or landlord-tenant relationship between Client and Quest, with the exception of Quest acting as a limited agent on behalf of Client, regarding the Services as set forth above.

3. Rules and Regulations; Inspection

- A. Rules and Regulations. Client may issue reasonable rules and regulations governing its food service operations and Quest shall comply with any such rules and regulations promptly (and in any event within five (5) days) upon receiving notice from Client.
- B. Inspection. Client shall have the right to inspect the food service facilities during reasonable business hours, without prior notice to Quest.
- C. Quest agrees to comply with all applicable health regulations promulgated by Federal, State, County and City Governments and to procure for Client’s Food Service operation all necessary licenses and permits which may be required.

4. Food & Beverage Services

A. Food & Beverage Services Provided by Quest

Subject to Client’s approval, Quest will establish the selling price of all foods and beverages offered for sale within the facilities. All charges for meals and beverages served, as part of the program shall be done to the credit of Quest. Until sold by Quest, Quest shall own all food for sale in the Client during the Term and all sales shall be made as determined by Quest, subject to Client’s approval thereof. All receipts from the sale

of food and beverage in the Client during the Term shall be deposited into Client bank account. Quest shall keep and maintain for Client complete records and books of accounts relating to the operation of the Food Service Program including all income, costs and expense except as herein expressly provided. Quest shall be solely obligated for and shall pay and discharge all cost and expenses of the Food Service Program incurred during the Term.

B. Food & Beverage Services Provided by Client

If the Client elects to add food items to a service station in the cafeteria, Quest's consent shall be required.

C. Extension of Credit

It is understood and agreed to by Quest that from time to time Quest will be asked to provide special services beyond the normal scope of the Food Service operation. Quest will extend credit to Client for these functions. Client will guarantee payment within thirty (30) days of receipt of invoice. In the event invoices are not paid within thirty (30) days interest will be charged at the rate of 1 and 1/2 % per month.

5. Equal Opportunity and Affirmative Action Employer

Quest shall not discriminate because of race, color, religion, sex, age, national origin, disability, sexual orientation, gender identity or status as a Vietnam veteran, or any other protected class, in the recruitment, selection, training, utilization, promotion, termination, or other employment related activities concerning its employees in connection with its performance under this Agreement.

6. Management and Personnel

- A. Quest Personnel. Quest shall provide sufficient and qualified management, professional employees and hourly personnel to manage Client's food service operations, supervise all Quest employees engaged to perform under this Agreement and perform all other obligations under this Agreement.
- B. Wages, Benefits and Taxes. Quest shall prepare and process the payroll for and shall pay its employees directly. Quest agrees to assume full responsibility for the payment of all required local, state and federal contributions and assessments, including, but not limited to, wages, pension benefits, federal, state and local employment taxes, unemployment taxes, social security, and workers' compensation costs, as to all employees engaged by it in the performance of this Agreement. Quest agrees to furnish Client, upon request, a certificate or other evidence of compliance with Applicable Law regarding contributions, taxes, and assessments on payrolls.
- C. Workers' Compensation Insurance. As described in more detail in Paragraph 14B, Quest shall procure Workers' Compensation Insurance in conformance with Applicable Law, with waiver of subrogation in favor of Client, covering its employees and shall provide

proof of such coverage or system to Client.

D. Fingerprinting Requirements. Fingerprinting and background checks of Quest employees will be performed as set forth in the Request for Proposals. With respect to the fingerprint requirements, if the Parties determine that it is more expedient for Client to obtain any necessary fingerprint clearances for on-site Quest employees as required by Applicable Law and this Agreement, Client will bill Quest for those expenses.

E. Employee Replacement. Client may request the replacement of any on-site Quest employee who Client reasonably believes has failed to adequately perform the services required by this Agreement or has engaged in misconduct and Quest shall replace any such employee unless it reasonably believes that such replacement would be unlawful. If any on-site Quest employee is terminated, Quest shall return the identification card and keys issued to such employee to Client within one (1) day following termination.

F. Employment Limitations. During the Term of this Agreement and for six (6) months thereafter: (1) Quest shall not hire any employee of Client without first obtaining written permission from Client; and, (2) Client shall not hire any manager of Quest working at Client, without first obtaining written permission from Quest. Should either party violate this clause, the hiring party shall promptly pay the other party a fee in an amount equal to the hired employee's compensation for twelve (12) months (based on annual salary or a 40-hour work week for hourly employees).

7. Facilities and Equipment

A. The terms and conditions of Client's Request for Proposal (Appendix I) shall provide all relevant terms and conditions related to the use and treatment of Client's facilities and equipment for use of the food service program.

8. Quest's Additional Obligations

A. Compliance with Law. In connection with its performance under this Agreement, Quest shall comply with all laws, ordinances, rules, and regulations of all applicable federal, state, county, and city governments, bureaus, and agencies, regarding purchasing, sanitation, health, and safety of the food service operations (collectively, "Applicable Law"). Client shall procure and maintain all licenses and permits necessary to manage and operate Client's food service facilities. Quest shall maintain all required licenses and certifications for any facilities other than those located at Client it may use in connection with providing the food services required by this Agreement.

B. Standard for Performance. Quest shall perform its duties and obligations under this Agreement in a first class, professional manner and will constantly and consistently work with passion each day to implement a food service plan that best fits Client's needs.

C. Damage to Equipment. Upon termination of this Agreement, Quest will surrender to Client all equipment and furnishings in the food service facilities in the same good condition, ordinary wear and tear excepted. Client shall deduct from Quest's final invoice

for services for any damage or loss to Client's facilities and equipment caused by Quest's negligence or misconduct.

9. Catering

- A. Catering by Quest. Client may request catering services by Quest. Quest shall not be obligated to provide service for every request, and Quest shall not have exclusive catering rights for Client's catering needs. Quest shall submit catering invoices by the end of the current month. Quest shall provide Client with copies of invoices and an invoice control log within ten (10) days after the end of each month.

10. Indemnification

During and after the termination of this Agreement, Quest and Client shall mutually indemnify, defend and hold harmless one another, its employees, officers, directors, invitees and agents ("Indemnitees") from any claims, judgments, losses or expenses, including reasonable attorneys' fees, arising from any claim, suit or proceeding against any Indemnatee based on any act or omission by the indemnifying party, its employees or agents and shall pay all such claims, judgments, losses or expenses, including reasonable attorneys' fees and court costs incurred in enforcement of the indemnity. This provision shall survive termination of this Agreement.

11. Taxes

- A. Tax Exemption. Client is exempt from all applicable state and local sales tax. Client will provide a tax-exempt certificate if requested by Quest. Client shall be responsible for collection and remittance of any and all taxes assessed on the food service operation, excluding Quest's employee taxes and benefits and any city, state, or federal income taxes. Client shall indemnify Quest against any liability or assessment, including related interest and penalties, arising from a tax assessment that is Client's responsibility under this paragraph. This provision shall survive termination of this Agreement.
- B. Change in Taxes. It is mutually understood and agreed by the parties hereto that the financial considerations for this Agreement have been determined based on the interpretation of applicable sales, use, occupation or similar taxes, including real or personal property taxes, if any. In the event the responsibility for any tax is shifted or altered, either of which results in a substantially increased cost to Quest, then the financial considerations herein set forth shall be equitably adjusted in an amount equal to such change in cost, retroactively to the date of such change. Client reserves the right to contest or protest any such tax. Nothing herein is intended to absolve Quest from the payment of city, state or federal income tax or to create any obligation of Client to pay or indemnify Quest with respect to such tax or to modify this Agreement on account of any such tax.

12. Financial and Payment Terms

- A. Return. Quest will bill Client for 88.5% of cafeteria and catering sales, which shall include Quest's operating costs (food, labor, non-food costs and direct costs). Client shall retain 11.5% of revenues. Quest shall guarantee that Client shall receive the following minimum returns for each year of the agreement, subject to the terms and conditions in Appendix I (Client's Request for Proposal) and in the assumptions in Quest's proposal (Appendix II):
- (1) SY25-26 - \$190,000
 - (2) SY26-27 - \$200,000
 - (3) SY27-28 - \$210,000
 - (4) SY28-29 - \$220,000
 - (5) SY29-30 - \$230,000
- B. Free Meal Billing. Quest shall bill Client monthly for the number of lunches and breakfasts served to free-eligible students at a rate of no less than \$2.75 for lunch and \$2.00 for breakfast.
- C. Investment. Quest shall invest up to \$200,000 in mutually agreed upon enhancements to the dining program facilities. Quest will provide documentation of the cost of enhancements actually made. Client will assume title of these enhancements as they are completed. Should Client terminate this agreement for convenience prior to June 30, 2030, Client shall owe Quest 1/60th of the cost of the enhancements made as of the date of termination for each month from the date of termination through June 2030, up to a maximum of \$3,333.33 per month, as unrecovered investment payment.
- D. Assumptions. The financial terms offered in this proposal are based on existing conditions and specifications provided by the District in the RFP and in Quest's proposal to the District. In the event the foregoing conditions are not met during any school year of the agreement, Quest's financial proposal may be reduced by an amount equivalent to any increased cost of the loss of revenue attributable to changes in such conditions.

13. Representations and Warranties

- A. Authority. Quest represents and warrants to Client that it is a corporation duly organized, validly existing and in good standing under the laws of the state of Illinois. Quest represents and warrants to Client that at the commencement of services under this Agreement and throughout the Term it will be authorized to do business in the City of Roselle and the State of Illinois.
- B. Financial Ability; Experience. Quest represents and warrants to Client that it: (i) is financially solvent, is able to pay its debts as they mature and has sufficient working capital to provide all services to be performed by it under this Agreement; and (ii) is experienced, qualified and competent to deliver the services contemplated by this Agreement. Such representations and warranties shall be deemed to be continuing throughout the Term.

14. General Terms and Conditions

- A. Assignment; Change of Control. Quest shall not sell, subcontract, transfer or otherwise

assign this Agreement or any portion hereof, or undergo a change of control affecting its ultimate ownership, without Client's prior written consent, which consent may be granted or withheld in Client's sole and absolute discretion.

B. Insurance.

- (1) Quest shall maintain as a direct cost of operation the insurance coverage for workers' compensation, primary commercial general liability (within limits of not less than \$1,000,000 each occurrence followed by a \$6,000,000 each occurrence/aggregate limit under an umbrella/excess liability policy), and unemployment.
- (2) Quest shall also maintain commercial business automobile liability insurance including coverage for all owned, non-owned and hired vehicles providing coverage for bodily injury and property damage liability with combined single limits of not less than \$1,000,000.
- (3) Notwithstanding any provision herein to the contrary, Client and Quest mutually agree that with respect to any loss which is covered by workers' compensation insurance then being carried by them, respectively, the party carrying such insurance and suffering said loss releases the other of and from any and all claims with respect to such loss, and they further mutually agree that their respective insurance companies shall have no right of subrogation against the other on account thereof.
- (4) Client shall be named an additional insured on all required insurance policies. A Certificate of Insurance of Quest's insurance coverage shall be furnished to Client at the time of execution of this Agreement. The contract of insurance shall provide for notice to Client of cancellation of insurance policies thirty (30) days before such cancellation is to take effect. Quest shall maintain the insurance coverage provided by an insurance company authorized to do business in the state of Illinois with an A.M. Best Company rating of A.

C. **Attorneys' Fees.** If any action or proceeding is instituted to enforce any provision of this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party all reasonable attorneys' fees, costs and necessary disbursements incurred in connection with such enforcement in addition to any other relief to which it may otherwise be granted.

D. **Notice.** Any notice required or permitted by this Agreement shall be made (i) given in writing, and (ii) be personally delivered or mailed by prepaid mail or overnight courier, or by facsimile transmission or electronic mail, if provided below, delivered or transmitted to the party to whom such notice or communication is directed. Notice shall be deemed given when received, except for in the case of facsimile transmission or electronic mail, in which case delivery shall be deemed when confirmation of sending has occurred. Notices shall be addressed as follows:

To Client:

Attn: _____

Facsimile: _____

Email: _____

To Quest:

Nicholas Saccaro
President
2500 S. Highland, Suite 250
Lombard, IL 60148
Facsimile: 630-627-7768
Email: nick@questfms.com

- E. Document Supremacy. In the event any term or provision of one Contract Document conflicts with a term or provision of another, the term or provision of the Food Service Management Request for Proposal (Appendix I) shall prevail over all other documents.
- F. Entire Agreement. This Agreement, including the attached exhibits, represents the entire agreement between the parties and there are no additional agreements or understandings, written or oral, other than those contained herein unless mutually agreed to in writing as an amendment to the Agreement.
- G. Confidentiality. The Parties expressly acknowledge that this Agreement, and all attachments thereto, invoices, and payment information are subject to disclosure in accordance with the Illinois Open Meetings Act and Illinois Freedom of Information Act and may not be withheld from disclosure under claim of proprietary information or trade secret. Quest shall keep confidential all information that is proprietary to Client and relates to Client's internal affairs, business practices, marketing strategies, relationships, students and employees or which may be reasonably presumed to be confidential.
- H. Execution in Counterparts; Electronic Signatures. This Agreement may be executed in one or more counterparts, each of which shall be considered an original instrument, but all of which shall be considered one and the same agreement. Delivery of an executed counterpart of a signature page to this Agreement by facsimile, .pdf or other electronic means shall be effective as delivery of a manually executed counterpart to the Agreement.
- I. Force Majeure. In the event a party to this contract is unable to perform due to war or war-like operation, invasion, rebellion, hostilities, military or usurped power, sabotage, acts of terrorism, civil disturbance, labor disputes, strikes, governmental acts, regulations or executive orders, Acts of God, which shall include, but are not limited to, severe

weather conditions, epidemics, pandemics, plague, outbreaks of infectious disease or any other public health crisis, including quarantine or other employee restrictions, or other causes that are beyond the reasonable control of the affected party (collectively, a “Force Majeure Event”), such party shall not be liable or responsible to the other party, nor be deemed to have defaulted under or breached this contract, for any failure or delay in fulfilling or performing any term of this contract. Furthermore, in the event that Quest is unable to perform due to a Force Majeure Event, the Client shall have no obligation to pay the Quest for any fees, costs, and expenses of any kind whatsoever during the term of the Force Majeure Event unless Client specifically requests Quest to provide services during the term of the Force Majeure Event. Quest shall be entitled to reimbursement and compensation under the terms of this Agreement, for the services provided through the date prior to the Force Majeure Event and any fees, costs, or expenses that are billed to the Client on a monthly basis shall be prorated through such date, with the exception of any annual subscriptions or services that the Quest cannot cancel mid-term. Quest shall be entitled to reimbursement and compensation for services provided to Client that are requested by Client during the term of the Force Majeure Event. The affected party shall give notice as soon as practicable to the other party upon the occurrence of a Force Majeure Event, stating the period of time the occurrence is expected to continue, and in the event the Force Majeure Event extends beyond the initial stated period, to provide further updates to the period of time for which the affected party will be unable to perform its duties under this Agreement. To the extent possible, the affected party shall use diligent efforts to end the failure or delay and ensure the effects of such Force Majeure Event are minimized. The affected party shall resume the performance of its obligations as soon as reasonably practicable after the end of the Force Majeure Event. The failure to provide the initial notice required hereunder shall not effect a party’s right to invoke the rights and privileges set forth herein.

- J. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois, and venue for any lawsuit arising under this Agreement shall be in Cook County, Illinois.

**SIGNATURE PAGE TO FOLLOW
SIGNATURE PAGE
TO THE
FOOD SERVICE MANAGEMENT AGREEMENT**

IN WITNESS WHEREOF, the parties have executed this Agreement this day and year first above written.

CLIENT

BY: _____ DATE _____

Title: _____

QUEST FOOD MANAGEMENT SERVICES, LLC.

BY: _____ DATE _____
President

APPENDIX I

Client Request for Proposal *March 2025*

APPENDIX II
Quest FMS Proposal to Lyons Township High School District 204

Dated March 2025

Lyons Township High School District 204



FOOD SERVICE MANAGEMENT REQUEST FOR PROPOSAL

Due Date: March 27, 2025

Quotations shall be sealed and plainly marked as follows:

***Lyons Township High School District 204
Business Office
Sealed Proposal for: Food Service Management***

REQUEST FOR PROPOSAL FOR FOOD OPERATIONS AND MANAGEMENT SERVICES

Lyons Township High School District 204 is accepting proposals for FOOD SERVICE MANAGEMENT for the School District until **March 27, 2025 at 11am**. At that time proposals will be opened in Room 103 in the Lyons Township High School District 204 North Campus Facility located at 100 S. Brainard Ave. LaGrange, IL 60525.

Proposals should be sent to:

Lyons Township High School District 204
Attn: Brian Stachacz
Director of Business Services
100 S. Brainard Ave.
LaGrange, IL 60525

Proposals may be submitted up to March 27, 2025 at 11:00AM. Any proposals submitted after that time will be disqualified and returned unopened. Please indicate on envelope: **FOOD SERVICE MANAGEMENT PROPOSAL**. Questions may be directed to Mr. Brian Stachacz, (708) 579-6462 or bstachacz@d204.lths.net.

Our requirements and specifications, along with our proposed evaluation process can be obtained by email from Brian Stachacz at bstachacz@d204.lths.net. A **mandatory** pre-proposal conference will be held on March 13, 2025 at 3:30PM in Room 103 at the Lyons Township High School North Campus Facility located at 100 S. Brainard Ave. LaGrange, IL 60525.

Lyons Township High School District 204 reserves the right to waive any and all guidelines herein and to reject any and all proposals if considered to be in the best interest of the School District. Award of contract, if any, will be made in the sole discretion of the District to the lowest responsible company it deems best suits the needs and interests of Lyons Township High School District 204.

SECTION I: INSTRUCTIONS

The purpose of this proposal is to provide for the operation of Lyons Township High School District 204's food service program. The Food Service Management Company (FSMC) will be responsible for the operation of Lyons Township High School District 204's food service program and will provide the District with an annual financial return.

The organization or individual responding to this request will be referred to, as the FSMC and the contract will be between the FSMC and Lyons Township High School District 204 referred to as the District.

ADMINISTRATIVE GUIDANCE

The information provided herein is intended to assist FSMC's in the preparation of a proposal to properly respond to this request for proposal. The specifications are designed to provide interested FSMC's with sufficient basic information to submit proposals meeting minimum requirements, but is not intended to limit a proposal's content or exclude any relevant or essential data. FSMC's are at liberty and are encouraged to expand upon the specifications to evidence

service capability under any agreement.

PRE-PROPOSAL CONFERENCE

A mandatory conference will be held to answer questions on March 13, 2025 at 3:30PM in Room 103 at Lyons Township High School District 204 North Campus Facility located at 100 S. Brainard Ave. LaGrange, IL 60525. Companies which do not attend the conference will not be eligible to submit a proposal. Questions relating to this Proposal must be submitted in writing prior to the conference. Responses will be issued in writing in the form of addenda and shall become part of the contract. Verbal questions will not be accepted at any time during this process. Following this session, a tour of selected sites will be conducted. Prior to or after the pre-proposal conference, no oral interpretation will be made to any company as to the meaning of the specifications. All companies will receive a written answer seventy-two (72) hours after the pre-proposal conference. Every interpretation will be in the form of an addendum to the specification and will be communicated through email to each FSMC or will be available at the District Office. All such addenda shall become part of the contract and all companies shall be bound by such addenda, whether or not received by the company.

RESPONSE DATE

A copy of your proposal must be received at the Lyons Township High School District 204 Office prior to March 27, 2025 at 11:00AM. Any proposal in route, through the mail will not be considered timely and will be returned unopened. Proposals received after the deadline will be late and ineligible for consideration. No proposals received after the date and time specified will be considered. The FMSC assumes the risk of delay in the handling or delivery of mail.

TERM OF CONTRACT

The term of this agreement shall last from July 1, 2025 – June 30, 2030, with the option to renew annually thereafter upon mutual written agreement of both parties. Should the FSMC decide to not renew the contract on its annual renewal, it should be done with 90 days' notice before the end of the school year (June 30 of each year).

CONSIDERATION OF PROPOSALS

Lyons Township High School District 204 may award a contract based upon the initial proposals received without discussion of such proposals. Accordingly, each initial proposal should be submitted with the most favorable price and service standpoint. The District reserves the right to reject any or all proposals received and to waive any irregularities in proposals and to make all decisions in the best interest of Lyons Township High School District 204. No employee of the District is to be extended any form of gratuity in connection with this proposal. All proposals will be bound by any and all math calculations, misquotes or mistakes of any kind once the proposals have been opened. Once a proposal has been accepted, it may not be modified. Representatives from the District reserve the right to inspect the company's facilities and other food service operations under its management prior to any award of this contract at the expense of the interested company.

BASIC FSMC REQUIREMENTS

The intent of this proposal is to provide management and consulting services for food services for Lyons Township High School District 204 and to cooperatively plan and implement the food services operation. The following conditions must be met at a minimum and addressed in the proposal:

1. The firm must be of sufficient size and expertise to furnish the resources needed to aid the District in managing and upgrading a large high school food services operation. The qualification data shall be submitted by each contractor along with the sealed proposal.
 - A. Company must be licensed to do business in the State of Illinois.
 - B. The interested company must have been doing business for five (5) consecutive years or more with high school districts.
 - C. Any interested company must be presently operating a minimum of five (5) successful ala carte school lunch programs.
 - D. Annual reports of financial statements certified by a licensed public accountant for the past three (3) consecutive years must be included with the proposal.
2. The FSMC must have extensive involvement and experience in the school food services field in the areas of: designing facilities, selecting and procuring food service equipment, nutrition, menu planning, on-site production, quality control, employee supervision, staff management training, employee motivation, marketing, and public relations. The development of model programs in these areas will be advantageous.
3. The FSMC should have experience managing satellite programs to provide additional revenue streams to the District should opportunities surface to do so.
4. The FSMC must provide an on-site Food Service Director to provide consulting, supervision and direction for the food services program and to implement cooperatively agreed upon upgrades.
5. The District's goal is for the food service operation to be a self-sufficient operation. Funds to pay for consulting and management services and upgrade costs should come from economies and increased meal participation.
6. All proposals shall be firm and may not be withdrawn for ninety-days (90) after submission.

SECTION II: BACKGROUND INFORMATION AND SPECIFICATIONS

OBJECTIVES OF Lyons Township High School District 204

The successful FSMC shall conduct the food service program in a manner which best fulfills the following program and upgrade objectives:

1. To provide an appealing and nutritionally sound pattern meal and a la Carte food program for students and staff where the quality of service and food as well as the financial results

are extremely important.

2. To promote nutritional awareness whenever the food service can interface with District programs.
3. To increase participation at all levels of our program by improving food quality at the service point, by knowledge of existing equipment and facilities, by seeking student and parent input, by successful menu variation and planning, by best practices marketing techniques and by a strong emphasis on public relations.
4. Provide an experienced full-time director, staff and structure, in order to maintain a high level of service, quality and financial performance ensuring that the District's school food program is one of consistent top quality and of positive regard by students, staff and the public.
5. Establish a formal structure to routinely and continuously gather input from food service employees to ensure the most effective and efficient operation possible.
6. Establish a formal structure to routinely and continuously gather input from students, staff and the public about food services.
7. Establish and conduct management and staff training programs which will ensure staff development, proper supervision and consistent quality control both in production and service.
8. Provide a financial reporting system that meets the District's requirement.
9. Provide the necessary financial results to support the program and provide resources for equipment replacement and upgrades when necessary.

SCOPE AND PURPOSE

1. The District

- A. The District shall retain the authority to determine the standard of quality, extent and general nature of the food service program and prices to be charged.
- B. The cost of the program will be the responsibility of the FSMC with the exception of the costs specifically stated as the responsibility of the District.

2. The FSMC

- A. The FSMC shall be an independent contractor and not an employee of the District nor are the employees of the FSMC employees of the District.
- B. The FSMC, as an independent contractor, shall have the exclusive right to operate the food service program.
- C. The food service provided shall be operated and maintained as a benefit to District students, faculty and staff.

- D. The FSMC shall promote nutrition-health education as required by federal, state or local laws. This shall include compliance with the Board of Education Policy.
- E. The FSMC shall receive for its service, the profit of the Food Service Program after payment of expenses and the required annual financial return to the school.
- F. The cost of the program will be the responsibility of the FSMC with the exception of the costs specifically stated as the responsibility of the District.
- G. The FSMC will be responsible for collection and deposit of cash sales.

SPECIFICATIONS

1. Food service program

- A. FSMC costs shall include all expenses associated with the operation of the food service program, unless specifically allocated to the District by this Request for Proposal.
- B. The District shall retain ultimate control over meal prices, quality and selection of product and other appropriate elements of the food service program.
- C. Companies shall execute the contract attached hereto as Schedule A.
- D. The District does not participate in the National School Lunch Program. The food service shall be self-supporting. The program shall meet all requirements of the students and staff in regards to variety, quality and times of service.**

2. Performance

Performance Bond: At the District's discretion and as a condition to enter into this contract, the successful vendor may be required to provide to the District a performance bond equaling 25% of the projected annual sales of the program. The cost of the performance bond shall be listed as a separate line item in the proposal. This performance bond will guarantee the vendor's faithful performance of all terms of the contract throughout the life of the contract.

Proposal Bond: A proposal deposit in the form of a surety bond in the amount of 5% of the projected annual sales in the first year of the contract issued by a bonding company authorized to do business in Illinois shall be made payable to Lyons Township High School District 204 must be included with the proposal. No other form of proposal deposit shall be considered. All proposals without a surety bond will be disqualified and will be considered as non-responsive. The bond will be returned to an unsuccessful FSMC upon award of the contract.

3. District and FSMC Responsibilities

A summary of cost responsibilities is contained in Schedule B.

A. Equipment - District

1. The District shall be responsible for any losses that may arise due to District-owned equipment malfunction or loss of electrical power not within the control of the FSMC.
2. The District shall not be responsible for loss or damage to equipment owned by the FSMC and located on the District premises, unless loss or damage is caused by employees of the District.
3. The District shall furnish and install any equipment or make any structural changes needed to comply with Federal, State and local laws.

B. Equipment - FSMC

1. All food preparation and serving equipment owned by the District shall remain on the premises of the District.
2. The FSMC shall notify the District of any equipment belonging to the contractor on District premises within ten (10) days of its placement on the District premises.
3. The FSMC shall recommend to the District the purchase of new or replacement equipment as needed.
4. The FSMC shall account for all equipment and protect it from pilferage or destruction.
5. The FSMC shall operate and care for all equipment (including District-owned equipment) and food service areas (walls, windows, lights, etc.) in a clean, safe and healthy condition in accordance with standards acceptable to the District and comply with all applicable laws, ordinances, rules and regulations of Federal, State and local authorities.

C. Repairs - District

The District will be responsible for:

1. Maintenance of District-owned equipment in need of repair.
2. Maintaining the facilities in a good state of repair and free from vermin.
3. The District shall be responsible for repairs to all permanent fixtures such as faucets, lights, sewers, air conditioning, heating and all other electrical work not considered food equipment.

D. Repairs - FSMC

The FSMC will coordinate the repair or replacement of any equipment not functioning properly with the designated District personnel that has repair responsibility. The FSMC will be responsible for repair or replacement of any equipment that is not functioning properly due to their own neglect or misuse.

E. Use of Facilities - District

1. The District shall furnish at its expense, space, light, heat, power, hot and cold water and other utilities as are necessary for the operation of the food services to be furnished hereunder.
2. The District shall make available without cost to the FSMC, areas of the premises designated by the District in which the FSMC shall render its services such area or areas reasonably necessary for providing efficient food service.
3. If the District approves the use of the facilities for extracurricular activities before or after the District's regularly scheduled meal periods, the District shall return facilities and equipment to the FSMC in the same condition as received, normal wear and tear accepted.
4. The District may request of the FSMC, additional food service programs however, the District reserves the right, at its sole discretion, to sell or dispense any food or beverage, or allow use of the facility by outside groups, before or after the District's regularly scheduled lunch or breakfast periods, provided such use does not interfere with the operations of the school lunch or breakfast programs.
5. The District shall have unlimited access to all areas used by the FSMC for purposes of inspections and audits.

F. Sanitation/Safety - District

1. The District shall remove all garbage and trash from the designated areas.
2. The District shall be responsible for cleaning the floors in the dining, serving and kitchen areas.
3. The District shall be responsible for providing reasonably safe kitchen and dining areas.
4. The District shall be responsible for pest control.

G. Sanitation/Safety - FSMC

1. The FSMC shall place garbage and trash in designated areas.
2. The FSMC shall clean the kitchen area, including but not limited to sinks, counters, tables, chairs, silverware and utensils.

3. The FSMC shall comply with all local and state sanitation requirements in the preparation of food.
4. The FSMC shall maintain safety programs for employees as required.
5. The FSMC will provide sanitation standards covering housekeeping, preparation, storage, employees and equipment. The FSMC will also make adjustments to practices and operation of equipment as required.
6. The FSMC shall cooperate in any District recycling program efforts.
7. The FSMC shall be responsible for cleaning of ducts and hoods below the filter line.

4. FSMC Employees

- A. The FSMC is expected to provide training and development programs for its employees. Said training will include training regarding obligations under the Illinois Abused and Neglected Child Reporting Act and Faith's Law (PA 102-0676 and PA 102-0702), as amended.
- B. The FSMC is required to maintain current hours, comparable wages, benefits and number of positions.
 1. The FSMC shall have the sole responsibility to compensate its employees, including all applicable taxes, insurances and Workers' Compensation. All food service employees shall comply with all rules of the District.
 2. The FSMC and its employees shall comply with all wage and hours of employment requirements of Federal and State law.
 3. All employees of the FSMC shall be paid in accordance with the *Fair Labor Standards Act*, as amended and any other applicable statutes.
 4. The FSMC shall comply with *Title VII of the Civil Rights Act of 1964* and the implementation of regulations issued thereunder and any additional amendments thereto.
 5. The FSMC shall maintain its own personnel policies and comparable fringe benefits for its employees, subject to review by the District. The FSMC shall supply with this proposal a full description of the proposed benefit package, including but not limited to, levels of coverage, co-payment features and any other limitations should be equal to current benefits.
 6. The FSMC shall instruct its employees to abide by the policies, rules and regulations, with respect to its use of District premises as established by District from time to time and which are furnished in writing to the FSMC.

7. The FSMC and the District shall mutually agree upon any changes to the staffing patterns provided in the FSMC response.
8. The District shall submit to the FSMC a current schedule of employee positions and hours of work in Schedule C. FSMCs are required to complete all columns of Schedule C indicating the hours worked, hourly wage rates, number of days paid, annual wage totals and annual benefit costs projected. Proposals must include a detailed outline of the benefit eligibility requirements, benefits provided and the timeline indicating when the employee will be covered by the benefits. The FSMC agrees that the employees' hours listed in Schedule C are not used for catering or Special Functions.
9. The District may request in writing the removal of an employee of the FSMC who violates health requirements or conducts himself/herself in a manner which is detrimental to the physical, mental, or moral well-being of students or staff, as determined in the District's sole discretion.
10. In the event of the removal or suspension of any employee, the FSMC shall immediately restructure its staff without disruption in service.
11. The FSMC shall conduct periodic training for all food service employees. A copy of the training and development program should be provided with the proposal.
12. The FSMC shall conduct a criminal background check, as described in 105 ILCS 10-21.9, including checks of the Illinois Statewide Murderers and Violent Offenders Against Youth Database and the Sex Offender Database, at its own expense, of all employees prior to hiring and at any other time required by law, and provide to the District copies of the background reports for each employee who will have direct daily contact with students or will be on site while students are present.
13. All employees are to be provided with new sets of uniforms, including head covering. This is a responsibility of the FSMC.
14. The FSMC shall honor the existing contract of the union representing the food service employees, and will be solely responsible for negotiating in good faith future agreements with said union as needed.

5. Free and Reduced Meal Policy

- A. The written policy of the District requiring feeding of needy children, free or at reduced price, shall apply to the FSMCs food service operation. The policy is on file in the District Office. The District shall be responsible for implementation of this policy.
- B. The FSMC will be responsible for implementing policies covering free meal programs for those students designated by the District as meeting Federal and State agency requirements for those programs. All such meals shall be served and accounted for in a manner approved by the District so as to protect the anonymity of the recipients. Meals shall be served and proper, accurate pupil participation records shall be maintained by the FSMC. Statistics indicating historical eligibility levels are included in

the attachments of this Invitation to Proposal.

C. The cost of free meals is to be absorbed by the program.

6. Prices/Portion

The FSMC shall recommend meal prices and portions for approval by the District. The FSMC shall not alter the prices once approved without prior notice and written approval by the District.

7. Purchase Specifications and Rebates

The FSMC shall be responsible for purchasing standards and specifications to bring about the best quality and price for the District's food service program. The grade, purchase unit, style, weight, ingredients, formulations, etc., as agreed by the District shall be complied with by the FSMC.

All goods, services, or monies received as a result of a rebate shall be credited to the District.

In Addition to other requirements of this Request for Proposal, the FSMC will, with respect to the procurement of food, make good faith efforts to:

- a) Promote the health and well-being of students in compliance with U.S. Department of Agriculture nutrition standards for school meals;
- b) Promote scratch-made, minimally processed foods;
- c) Give preference to State or regional supplies that source local food products;
- d) Use food suppliers that utilize producers that adopt hormone and pest management practices recommended by the United States Department of Agriculture;
- e) Use food suppliers that value animal welfare, and
- f) Increase opportunities for business owned and operated by minorities, women or persons with disabilities.

At the time of submitting the proposal, to the best of its ability, the FSMC will submit food supplier data, including names and address of suppliers, distributors, processors and producers involved in the provision of the products the FSMC will supply. At the request of the District, the FSMC will provide this information annually.

8. Meals

A. The FSMC shall promote maximum participation.

B. The FSMC shall provide condiments and utensils as needed. The District currently uses plastic utensils.

C. The FSMC shall use the District facilities for the preparation of food to be served in the District's student and staff cafeterias.

- D. The FSMC shall provide, upon request by the District, menus to be reviewed.
- E. In addition to an "A La Carte" menu which is attached hereto as Schedule F, the FSMC should provide a "reimbursable meal" patterned after the federal program with several daily options.

9. Quality of Food Program

The FSMC will provide a quality food program the level of which is mutually agreed on by the FSMC and the District.

10. Inventory, Storage and Procurement of Food

- A. The FSMC shall purchase all food and non-food commodities at the lowest price possible, consistent with maintaining quality standards.
- B. The FSMC shall honor existing contracts if advantageous to the District.
- C. The FSMC and the District shall inventory the equipment supplies owned by the District at the beginning of the contract year, including but not limited to flatware, trays, chinaware, glassware, kitchen utensils and supplies owned by the District at the start of the contract.

11. Accounting and Reporting Systems

- A. The FSMC shall assume accountability and responsibility for:
 - 1. Daily bookkeeping and recording functions with use of the District software.
 - 2. Receipt and deposit of all revenue
 - 3. Monthly Sales Reports
 - 4. Annual Budgeting
 - 5. Cost and Inventory Controls
 - 6. Preparation of records for annual audit by District
- B. The FSMC shall provide District 204 with a year-end statement, sixty (60) days after the close of the school term. The FSMC will also provide monthly operating statements with-in twenty (20) days after the end of the month.
- C. The FSMC shall maintain records (supported by invoices, receipts or other evidence) to support all allowable expenses appearing on the monthly operating statement in an orderly fashion according to expense categories.
- D. The District, at its own expense, shall audit the FSMC's operations as part of its year-end audit. The District reserves the right to randomly audit individual months of operations.
- E. The District shall designate by name and title the employee whose responsibility it shall be to supervise and audit all financially related operations of the FSMC.

F. Books and records of the FSMC pertaining to the school food service operations shall be available at the District for a period of three (3) years from the end of the fiscal year, to which they pertain, for inspection and audit.

G. The District will have read-only access to the POS system in use for review of sales.

12. Involvement of Students, Staff, and Patrons

A. The FSMC shall provide time for regular meetings with appointed District personnel and students to determine ways to improve the program.

B. The FSMC will provide notice to the District of meetings when food service matters are on agenda or participation is requested.

13. Nutrition Education

The FSMC shall promote the nutritional education aspects of the District's food service program and cooperate in the efforts of the District to coordinate these aspects with classroom instruction in accordance with the District's Wellness Policy.

14. Licenses, Fees, Taxes

A. The FSMC shall obtain and post all applicable health permits for its facilities.

B. The FSMC shall comply with all health and safety regulations required by Federal, State or local law.

C. The FSMC shall comply with all building rules and regulations.

D. The FSMC shall have State or local health certification for any facility outside the District in which it proposes to prepare meals and the FSMC shall maintain this health certification for the duration of the contract.

15. Revenue

Food service revenue includes all sales to students, staff and catering for the program it manages and federal milk reimbursements. It excludes vending revenue from vending machines located in the District.

16. Insurance

During the term of this Agreement, FSMC, at its sole cost and expense, and for the benefit of District, shall carry and maintain the following insurance:

- Commercial General Liability insurance, insuring against all liability of FSMC related to this Agreement, with minimum limits of One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) general aggregate;
- Automobile liability Insurance with a combined single limit of \$1,000,000;

- Workers' Compensation Insurance covering all costs, statutory benefits, and liabilities under State Workers' Compensation and similar laws for FSMC's respective employees with Employers Liability of limits of \$1,000,000 Each Accident; \$1,000,000 Disease – Each Employee; \$1,000,000 – Policy Limit;
- Umbrella or Excess Liability insurance providing follow form coverage to the underlying coverages with minimum limits of Five Million Dollars (\$5,000,000) per occurrence and Five Million Dollars (\$5,000,000) general aggregate; and

The General Liability and Umbrella or Excess Liability insurance shall include Sexual Misconduct coverage. All insurers shall be licensed by the State of Illinois and rated A-VII or better by A.M. Best or comparable rating service. The Commercial General Liability, Automobile Liability, Umbrella or Excess Liability insurance policies shall name District, its Board, Board members, employees, agents, and successors as an additional insured on a primary noncontributory basis with a waiver of subrogation in favor of the District. FSMC shall provide District with certificates of insurance and/or copies of policies reasonably acceptable to the District evidencing the existence of the coverage described above, including form and deductibles, during the duration of this Agreement. The failure to provide acceptable insurance shall be deemed a breach of this Agreement entitling District to terminate this Agreement immediately. All policies of insurance shall provide by endorsement that no coverage may be canceled, terminated, or reduced by the insuring company without the insuring company having first given at least 30 days prior written notice to District.

The FSMC waives all right against District and its agents, officers, directors, and employees for recovery of damages to the extent these damages are covered by the commercial General Liability, Commercial Automobile Liability, Excess Liability, and Employers Liability obtained pursuant to the requirements of this agreement. Such insurance shall be primary and is not in addition to, or contributing with any other insurance carrier by the District.

The FSMC will provide the District with certificates of insurance for all coverage listed herein, naming the District as an additional insured, evidencing required coverage and limits of coverage's not less than fourteen (14) days prior to the inception date of this agreement. All insurance companies must be rated A1 or better by the current Best's Rating Guide and approved by the District.

During the terms of the Agreement, the District may have access to or become acquainted with various trade secrets and confidential information of the FSMC, including recipes, dietary surveys and studies, management guidelines and procedures, operating manuals, and similar complications and documents regularly used in the operations of the business of the FSMC. The District shall not disclose any of the FSMC's trade secrets or confidential information, directly or indirectly, during or subsequent to the term of this Agreement.

To the fullest extent allowed by law, FSMC agrees to indemnify, reimburse, save and hold the District harmless against any and all liabilities, costs, damages, expenses, claims and fees (including reasonable attorney's fees), that District might incur arising out of or related in any way to FSMC performance of its obligations under this Agreement. FSMC shall maintain Commercial Liability Insurance with contractual liability coverage

specifically insuring FSMC's indemnification obligation contained in this section.

17. Term, Termination

- A. This contract is effective for a five-year period commencing July 1, 2025 – June 30, 2030, and may be renewed by mutual agreement on an annual basis. If the FSMC wishes to not renew the agreement on its anniversary, it shall provide 90 days' notice before the end of the school year (June 30 of each year).
- B. This contract can be terminated by either the District or FSMC for cause with 60 days' notice.
- C. Neither the FSMC nor the District shall be responsible for any losses if the fulfillment of the terms of the contract should be delayed by wars, acts of public enemies, strikes, fires, floods, act of God, or any acts not within the control of either the FSMC or the District, and which by the exercise of due diligence it is unable to prevent.
- D. The District shall have the right to terminate this Agreement with or without cause by providing FSMC with a sixty-day (60) written notice of District's intent to terminate. Upon such termination, FSMC shall be entitled to be paid for any services performed prior to the effective termination date.

18. Transition

The FSMC shall submit with its proposal a transition plan, which shall indicate the activities, procedures, costs and timetable and support personnel involved in the implementation of services.

19. Financial - Proposal Price

All proposals shall be valid and may not be withdrawn for ninety-days (90) after submission. The proposal price must be in the form of a percentage commission on sales. The FSMC will be responsible for the cost of operations unless the cost is specifically defined as the District's. It is the desire of the Board of Education that the food service program income will be sufficient to cover all program costs. In preparing their proposals, FSMC's should state their capabilities and approach to operating such a program and they must indicate any conditions, qualifications or financial arrangements that are required to reach this goal. All assumptions used in calculating the financial projections shall be clearly defined in the financial section of each proposal. Factors not clearly identified shall be the sole responsibility of the FSMC.

20. Special and General Conditions

- A. The FSMC will comply with the Special and General Conditions attached hereto and in all respects made a part of this Invitation to Proposal.
- B. The FSMC shall adhere to all applicable statutes, and all related regulations prescribed by the Federal Government, the State of Illinois, the local Department of Public Health and the District governing food services in public facilities.

- C. The FSMC shall provide catering service for District functions when requested. The FSMC must include detailed information about their catering programs and a sample menu. The District will be billed for any catering services in a timely manner.
- D. No alterations, changes or improvements shall be made to the areas of the District's facilities provided to the FSMC for its use without obtaining prior written permission of the District with the final decision as to alterations, changes or improvements reserved solely for the District. All bills for catering service will be paid by the District in accordance with the provisions of the Illinois Local Government Prompt Payment Act.

21. Rental of Facilities for Community Use

The District retains the right to rent food service facilities during non-school hours or weekends, provided that such rental does not interfere with the normal food service operation. When such activities take place, the District may require that a member(s) of the food service staff designated by the resident manager be on duty.

22. Submission of Proposals

- A. Proposals shall include financial form provided by the District and reflected as Schedule G.
- B. Clarification of interpretation must be made to the District prior to or during the pre-proposal conference. All Companies will receive an answer seventy-two (72) hours after the pre-proposal conference.
- C. The FSMC must submit two paper copies of their entire proposal for review.

23. Acceptance of Proposals and Awards

It is the intent of the District to accept the proposal that will best promote the public interest and is most advantageous to the District as determined by the District in its sole discretion. The criteria in Section IV of this Proposal will be used to evaluate all proposals.

24. Compliance with Public Bidding Laws

- A. The FSCM hereby certifies that its officers, employees, and agents, are not barred from bidding and entering into the underlying contract as a result of a violation of the Proposal Rigging or Proposal Rotating provisions of the Public Contracts Section of the Illinois *Criminal Code of 1961* (720 ILCS 5/33E-3, 33E-4) or otherwise under the Illinois *School Code* (105 ILCS 5/10-20.21). The FSMC shall execute the certification Attached hereto as Schedule H and submit it with this proposal.
- B. The FSMC asserts that it is not falsely representing that it is a minority owned business, female owned business, or a business owned by a person with a disability.
- C. The FSMC shall at all times observe and comply with all laws, ordinances, regulations, and codes of the Federal, State, County, and other local government agencies, which

may in any manner affect the preparation of proposals or the performance of the contract including, but not limited to, the Illinois *Prevailing Wage Act*, the *Equal Employment Opportunity Act* and the Illinois *Criminal Code*. In addition, the FSMC must comply with the Illinois *Human Rights Act* and the equal employment opportunity provisions referenced by the Illinois Department of Human Rights regulations (44 Ill. Admin. Code 750.10). Such provisions are attached hereto as Schedule I and shall be deemed incorporated into the Contract of the successful bidder.

SECTION III: PROPOSAL FORMAT AND CONTENTS

1. Proposal Format and Contents

Proposals must be concise and in outline format. Pertinent supplemental information should be referenced and included as attachments. All proposals must address the following:

A. Letter of Transmittal

The Letter of Transmittal should include:

1. An introduction of the FSMC Company.
2. The name, address and telephone number of the person to be contacted, along with others who are authorized to represent the company in dealing with the proposal.
3. An expression of the FSMC's ability and desire to meet the requirements of the proposal.
4. Any other information not appropriately contained in the proposal itself should also be included.

B. Executive Summary

Provide an Executive Summary which:

1. Briefly describes the FSMC's approach to the proposal and clearly indicates any options or alternatives.
2. Indicate any major requirements that cannot be met by the FSMC.
3. Highlights the major features of the proposal and identifies any supporting information considered pertinent. Please consider the criteria in Section IV.

In short, the reader should be able to determine the essence of the proposal and generally how well it meets the requirements by reading the Executive Summary.

C. Detailed Discussion

This section should constitute the major portion of the proposal. Please include at least the following information. Please emphasize the criteria and discussion points in Section IV of this Invitation to Proposal.

1. Experience, References and Service Capability

- a. Describe the FSMC's experience as managers and consultants of food service operations in general and public schools in particular.
- b. Include a list of all operations and locations where you are operating school food service. Give the length of time, name, address and telephone number of a contact person for each operation. FSMC must currently be providing food management services to five (5) school districts of similar size and sales volume.
- c. Include a list of all Illinois public school district contracts lost in the last three (3) years.
- d. Include the resume and background of the proposed food service director for the District and the person who will supervise the work of the Food Service Director and how your company will ensure the best performance.
- e. Include a table of company organization and a plan for the management, supervision and staffing proposed under this contract.
- f. Include the company organization including all positions that are non-school based.

2. Financial Condition

Provide data to indicate the financial condition of the company. This must include financial statements for the last three (3) years.

3. Accounting and Reporting Systems

Describe complete accounting procedures you will use:

- a. Inventory control
- b. Method of recording, checking and reporting sales
- c. Internal control of cash handling
- d. Internal audit systems
- e. All regular accounting forms used with detailed explanations
- f. All regular reports used with detailed explanations

4. Personnel Management and Training

- a. What is your company's personnel management philosophy, particularly

regarding Food Service Directors and their relationship to staff?

- b. Describe training and development programs you will provide for hourly employees and management personnel.
- c. How does your firm attempt to improve employee morale and reduce turnover?

5. Innovation and Promotion of the Food Service Program

- a. How would your food service program for the District differ from current operations? Describe the costs to the District and/or its students and faculty/staff and benefits of your proposed changes.
- b. Describe how you would implement changes. Include a staffing model if different from current staffing.
- c. How would you involve employees to use their expertise and experience in making future innovations?
- d. Provide examples of service and merchandising programs.
- e. What is your philosophy regarding promotion (increasing awareness and participation) of the food service program? How would you implement this philosophy in our District?
- f. Please provide a recommendation of facility changes or new or replacement equipment needed to support the food service program.
- g. The FSMC shall submit with its proposal a transition plan, which shall indicate the activities, procedures, costs, and timetable and support personnel involved in the implementation of services.
- h. Please provide a narrative detailing the anticipated top five (5) challenges to overcome at Lyons Township High School.

6. Involvement of Students, Staff and Patrons

What is your philosophy and plans regarding involvement of students, teachers, administrators and parents in program evaluation and selection of menus, discussion of nutritional issues, etc.?

7. Menu Selection, Food Quality and Portion Size

- a. Describe your approach for each of the following:
 - 1. Food philosophy and/or nutrition standards
 - 2. Menu selection (include menus you will implement)
 - 3. Food quality
 - 4. Portion quantities

- b. Actual menus to be implemented
- c. See the provided list of current ala carte items and current prices in Schedule F.

8. Cost Information

- a. List terms and frequency of payment of commission to the district.
- b. List any assumptions used in the financial projections presented.

9. Performance

- a. Provide a cashier's check or bond in the amount of 5% of the annual revenue. This must be included with your proposal. It will be returned to an unsuccessful FSMC upon award of the contract.
- b. Provide a surety letter of intent or equal from a bonding company which demonstrates your company's ability to acquire a performance bond for the amount of the contract should it be required.
- c. The cost of the bonds is the responsibility of the FSMC.

10. Submission of Proposal

- a. Portions of the proposal shall be submitted on the blank financial forms provided by the District, Schedule G.
- b. Clarification of interpretation must be made to the District prior to the submission of the proposal.

SECTION IV. EVALUATION OF PROPOSALS

1. Proposal Evaluation Criteria

- A. Proposals will be evaluated against the following criteria with assigned weights as indicated. Each area of the evaluation should be addressed in detail in the proposal. The District retains the right to reject any or all proposals, either in part or in their entirety, and to waive any technicalities, if in its sole judgment, it will be in the best interest of the District to do so. The scoring of proposals is at the sole discretion of the District and for purpose of analyzing the proposals. While the District intends to evaluate the proposals using the following criteria, use of the criteria shall not be construed to require the District to select a proposal based solely on the aggregate total "score" allocated in the proposal.

Weight	Criteria
40	Financial Proposal

20	Quality of Food Program - Presentation of Food, Food Taste, Menu Diversity from Tours, Food Philosophy/Standards
20	Depth of Management - Special Emphasis on Local Management, Business Plan, Marketing Strategy, Communication, Training Strategy, Promotion of Program, Nutrition
10	Past Performance and References - Overall past performance with other Districts, Evidence of student participation increases
10	Financial Stability and ability to service a large high school district
100	TOTAL

B. The Company

The quality, stability and overall perception of the food service program. Basic Requirements:

- The FSMC must provide an appealing and nutritionally sound 'reimbursable lunch' and Ala Carte program for students.
- The District food service operation must be a self-sufficient operation.
- The FSMC must increase participation at all levels by improving food quality at the service point. The FSMC must provide at least three (3) letters of recommendations from school districts in Illinois. In addition, the FSMC must provide each letter's corresponding contact information (name, title, phone number).

C. The Food Service Director

The quality of the FSMC management personnel that are assigned to the District. Basic Requirements:

- The FSMC must provide a resident manager to direct the food services program and to implement the cooperatively agreed upon upgrades. This person must have at least three (3) years of management experience in the child nutrition management business, a significant portion of which must be in a high school setting. This person needs to be in place by July 1, 2025.
- The District shall be provided the opportunity to review all applicants and make recommendations to the FSMC on management staffing decisions.
- The FSMC shall provide a management staff and structure which will offer adequate help and focus to ensure that the District's school food program is one of consistent top quality and of positive regard to students, staff and the public.
- The FSMC shall appoint management staffs who have knowledge and experience in the areas of (1) selecting and procuring food, (2) nutrition, (3) menu planning, (4) on-site production, (5) quality control, (6) employee supervision, (7) staff management, (8) employee motivation/recruitment and (9) public relations.

In order to meet basic requirements, please respond to the following:

- Minimum qualifications and experience of personnel assigned;
- Evidence of training programs demonstrating ability and experience in institutional food preparation and personnel management techniques;
- Other relevant information

D. Marketing Program

Marketing Plan to increase participation, create an age-relevant atmosphere that would speak to students, menu variety, and nutrition program offered.

- Promotion of school lunch program (philosophy, initiatives, campaigns)
- Corporate & Regional marketing management support to Food Service Director
- Depth of marketing plans targeted to an age-relevant group
- Marketing strategy for the future
- Resources available to school district's nutrition education initiatives
- Menu development program
- Nutrition programs
- Customer (student, parent, administration) service survey programs
- Communication plan to students
- Menu planning
- Demonstrate the FSMC's ability to develop research and implement marketing programs that enhance participation.

E. The Company

The quality and extent of service provided by the FSMC

Basic Requirements:

- The FSMC must be of sufficient size and expertise to furnish the resources needed to aid the District in managing and upgrading their food services operation.
- The FSMC must have extensive involvement and experience in the school food services field in the areas of (1) designing facilities, (2) selecting and procuring food service equipment, (3) nutrition, (4) menu planning, (5) on-site production, (6) Quality control, (7) employee supervision, (8) staff management training, (9) employee motivation and positive involvement, (10) marketing and (11) public relations.

In order to meet basic requirements, please respond to the following:

- Evidence that the FSMC has been doing business for five (5) consecutive years or more with public high school districts.
- Evidence that the FSMC is licensed to do business in the State of Illinois;
- Reference/contact information for all FSMC's current clients in the State of Illinois;
- Most recent financial statements or annual report;
- Frequency of management staff training and home office support;

- Actual menus to be implemented.
- Provide a listing of ala carte items and proposed price.
- Why are your menus better than other FSMC's?
- How is your food quality better than your competitors?
- The FSMC shall provide, upon request by the District, menus to be reviewed and approved by the District and available for distribution ten (10) days prior to preparation and service of foods.
- List the District costs for any fees to be charged for not otherwise paid by the District.
- If consulting services are not covered in management fees, list those services along with the extra charges.
- List payment terms and arrangements.

F. Annual Return

Complete annual return projections in Schedule G.

2. Oral Presentation

An oral presentation by an FSMC to supplement a proposal may be required. These presentations, if required, will be scheduled if required by the District subsequent to the receipt of proposals and prior to the award.

3. Proprietary Information

FSMC's are requested to mark any specific information contained in their proposal, which is not to be disclosed to the public or issued for purposes other than the evaluation of the proposals. Pricing and service elements of the successful proposal will not be considered proprietary.

Lyons Township High School District 204
Supporting Documentation

- A) Proposed Contract
- B) Food Service Cost Responsibility
- C) Employee Staffing Schedule
- D) Current Enrollment/Meal Service Times
- E) Daily Schedule
- F) Ala Carte Items & Price List
- G) Annual Return
- H) Proposal Rigging Certification
- I) Equal Employment Opportunity Clause
- J) 2025-2026 School Calendar

SCHEDULE A

Please provide a sample contract you would recommend if awarded the business. It is recommended that the specifications contained in this proposal become the contract language to be used.

SCHEDULE B**COST RESPONSIBILITY SURVEY**

FOOD	FOOD SERVICE MANAGEMENT COMPANY	SCHOOL DISTRICT
Food Purchasing	x	
Processing of Invoices	x	
Payment of Invoices	x	
LABOR		
Payment of Hourly Regular Full-Time Wages	x	
Payroll Taxes of Hourly Employees	x	
Fringe Benefits & Ins. of Hourly Employees	x	
Preparation of Hourly Employees Payroll	x	
Processing of Hourly Employees Payroll	x	
Workers Compensation for Hourly Employees	x	
ADDITIONAL ITEMS		
Plasticware, disposable trays, disposable plates		xx
Telephone: Local		xx
Telephone/Fax: Long Distance		xx
Cost of cleaning products for kitchen	x	
Removal of Trash and Garbage from Kitchen to dumpster/compactor		xx
Removal of Trash and Garbage from dining area to dumpster/compactor		xx
Cost of trash removal from premises		xx
Replacement of Expendable Equipment: Pots, Pans, etc.		xx
Replacement of Non-Expendable Equipment		xx
Products & Public Liability Insurance	x	
Cost of Repairing Equipment (Up to Budgeted Dollar Amount)		xx
Uniforms	x	
ADDITIONAL ITEMS		
Travel, Local: Required as Requested	x	
Detergent and Cleaning Supplies	x	
Paper Supplies	x	

CLEANING	FOOD SERVICE MANAGEMENT COMPANY	WT HS SCHOOL District
Menu Paper and Printing	x	
Postage	x	
Taxes/Licenses	x	
Pest Control		xx
Utilities		xx
Permits		xx
Criminal Background Checks	x	
Ceiling, Light Fixtures, and Fans		xx
Dish Washing	x	
Equipment	x	
Hoods		xx
Floors		xx
Rest Rooms		xx
Vent Hold from Inside to Filter		xx
Vent from Hoods to Outside		xx
Walls		xx
Cafeteria Tables – Between Lunch Periods	x	
Cafeteria Tables -After Lunch Periods		xx

STAFFING PATTERN

As the current employer of all employees listed, the undersigned does hereby certify that all information provided in this exhibit is accurate.

Current Employer: Sodexo

Signature of current employer authorized representative: Shacana Watkins

Date: 2/20/25

Benefits offered to Full-Time Employees (insert #) hours or more: (list all benefits, insurance, etc. offered)

Benefits offered to Part-Time Employees less than (insert #) hours: (list all benefits, insurance, etc. offered)

*Type of Health Insurance: E=Employee; E+1; E+2; etc.; F=Family; D=Dental; V=Vision; N=None

School Name	Position	Daily Hours Worked	Hourly Wages	Annual Work Days	Annual Open/Close Days	Annual Paid Sick Days	Annual Paid Vacation	Annual Paid Holidays	Type of Health Insurance*	Employer-Paid % Benefit Match	Salary Total
	Food Service Director										To be determined
LTN	Senior Supervisor	8	\$25.00	176	4	5	10	10	FDV	401k	\$41,000.00
LTN	Cook	8	\$19.00	176	4	5	15	10	FDV	CBA	\$31,920.00
LTN	Cook	8	\$17.00	176	4	0	0	10	FDV	CBA	\$25,840.00
LTN	FSW/Cashier	8	\$19.05	176	4	5	15	10	FDV	CBA	\$32,004.00
LTN	FSW/Cashier	6	\$17.44	176	4	4	15	10	FDV	CBA	\$21,869.76
LTN	FSW/Cashier	6	\$17.44	176	4	4	15	10	FDV	CBA	\$21,869.76
LTN	FSW/Cashier	6	\$17.44	176	4	4	15	10	FDV	CBA	\$21,869.76
LTN	FSW/Cashier	6	\$17.44	176	4	4	10	10	FDV	CBA	\$21,346.56
LTN	FSW/Cashier	5	\$16.15	176	4	3	10	10	N	CBA	\$16,392.25
LTN	FSW/Cashier	5	\$16.15	176	4	2	10	10	N	CBA	\$16,311.50
LTN	FSW/Cashier	5	\$15.85	176	4	2	5	10	N	CBA	\$15,612.25
LTN	FSW/Cashier	3	\$15.70	176	4	2	5	10	N	CBA	\$9,278.70
LTS	Supervisor	8	\$20.70	176	4	5	10	10	FDV	401k	\$33,948.00
LTS	Cook	8	\$17.00	176	4	0	0	10	FDV	CBA	\$25,840.00
LTS	Cook	8	\$17.00	176	4	0	0	10	FDV	CBA	\$25,840.00
LTS	FSW/Cashier	8	\$18.04	176	4	5	15	10	FDV	CBA	\$30,307.20
LTS	FSW/Cashier	6	\$17.44	176	4	5	15	10	FDV	CBA	\$21,974.40
LTS	FSW/Cashier	6	\$16.45	176	4	4	15	10	FDV	CBA	\$20,628.30
LTS	FSW/Cashier	6	\$16.45	176	4	4	15	10	FDV	CBA	\$20,628.30
LTS	FSW/Cashier	6	\$16.15	176	4	4	10	10	FDV	CBA	\$19,767.60
LTS	FSW/Cashier	6	\$15.85	176	4	3	10	10	FDV	CBA	\$19,305.30
LTS	FSW/Cashier	5	\$15.50	176	4	3	5	10	N	CBA	\$15,345.00
LTS	FSW/Cashier	5	\$15.50	176	4	0	0	10	N	CBA	\$14,725.00
LTS	FSW/Cashier	5	\$15.50	176	4	0	0	10	N	CBA	\$14,725.00

Minimum Initial Contract Term Estimated Labor Cost	Total Daily Hours	Total Hourly Wages	Total Work Days	Total Open/Close Days	Total Sick Days	Total Vacation Days	Total Holiday Days	Total Anticipated Benefit Costs	Total Salary Cost
\$538,348.64	151	415.24	4224	96	73	220	240	0.00	\$538,348.64

Revised SCHEDULE D

Lyons Township High School District 204

Revenue/Sales History, Free Lunch History and Enrollment Information

Sales History

	2021-2022	2022-2023	2023-2024
Sales – North Campus	\$522,133	\$545,972	\$674,680
Sales – South Campus	\$391,076	\$502,065	\$529,940
Catering – North Campus	\$20,339	\$20,989	\$22,513
Catering – South Campus	\$20,407	\$10,693	\$9,310
Total Sales	\$953,955	\$1,079,720	1,236,443
# Free Eligible	510	512	486
# Free Lunches Served	24,119	27,273	27,136
# Free Breakfasts Served	731	473	5,773
Enrollment	3,956	3,845	3,713

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204



BELL SCHEDULE 2024-2025

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Regular Schedule	Period	Late Start
7:40	Warning Bell	9:10
7:45-8:33	1	9:15-9:48
8:39-9:27	2	9:54-10:27
9:33-10:21	3	10:33-11:06
10:27-10:52	4A	11:12-11:37
10:57-11:22	4B	11:42-12:07
11:28-11:53	5A	12:13-12:38
11:58-12:23	5B	12:43-1:08
12:29-1:17	6	1:14-1:47
1:23-2:11	7	1:53-2:26
2:17-3:05	8	2:32-3:05

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LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204



BELL SCHEDULE

2024-2025

Period	Comm Schedule	School Improvement Day	Delayed Start
1	7:45-8:29	7:45-8:08	10:00-10:25
2	8:35-9:19	8:14-8:37	10:31-10:56
3	9:25-10:33 (Comm Period)	8:43-9:06	11:02-11:27
4A	10:39-11:04	9:12-9:35	11:33-11:58
4B	11:09-11:34	(No Lunches)	12:04-12:29
5A	11:40-12:05	9:41-10:04	12:35-1:00
5B	12:10-12:35	(No Lunches)	1:06-1:31
6	12:41-1:25	10:10-10:33	1:37-2:02
7	1:31-2:15	10:39-11:02	2:08-2:33
8	2:21-3:05	11:08-11:30	2:39-3:05

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT
STUDENT & ADULT PRICING 2024 - 2025**

BEVERAGES:	Price	SNACKS:	Price	SOUPS / CHILI / CRACKERS	Price
Agua Fresca, cans	\$3.25	Applesauce cup	0.75	Chili w/2 crackers, 12oz	\$5.00
Aha, 16oz cans	\$3.00	Brownie, Alpha Baking	\$2.45	Chili w/2 crackers, 8 oz.	\$3.50
Bottled Soda/20 oz.	\$2.75	Cake, Sheet (GFS banana)	\$2.25		
Body Armor, all flavors	\$3.60	Cheez Its	\$1.00	Crackers, Saltine 2 pk.	\$0.20
Canned Soda, 12 oz	\$1.75	Chips, Grab Bag	\$1.50	Soup, Homemade 12 oz.	\$3.75
Coffee, 16 oz.	\$1.75	Chips, Small SSV bags	\$1.00		
Coffee, 12oz-Reg. Decaf.	\$1.50	Cookie, Chips Ahoy mini pkg	\$1.25	Soup, Homemade 8 oz.	\$2.75
Coffee, Iced Dunkin Cans	\$3.00	Cookie, Choc Chip Otis 2 oz	\$0.80	Soup, Restaurant Style, 12 oz	\$5.00
Coffee, Iced Dunkin Donuts	\$3.75	Cookie, Oreo Minis pkg	\$1.25	Soup, Restaurant Style, 8 z	\$3.50
Hot Choc / Hot Capp 12 oz	\$1.75	Cookie, Otis Spnkmyr 4 oz	\$1.60		
Hot Choc / Hot Capp. 16oz	\$2.25	Fruit Cup, Tropical, Peach, etc	\$0.80		
Juice, 12 oz Minute Maid	\$3.25	Fruit, Fresh, whole (apples, etc)	\$1.25	<u>SIMPLY-TO-GO:</u>	
Juice, 4 oz frozen	\$0.75	Gelatin Cup	\$0.80		
Hot Tea, plain or flavored	\$0.75	Grandma's Cookie, 2pk	\$1.00	Apples & Peanut Butter	\$2.50
Lemonade, 20z, made in house	\$1.75	Granola Bar, Nature Valley	\$1.50	Fresh Fruit Cup	\$2.50
Milk, 1/2 pt Student	\$0.60	Granola Bar, Quaker	\$0.80	Grapes & Cheese	\$2.50
Milk, 1/2 pt, Adult	\$0.75	Little Debbie, Jumbo Oatmeal	\$1.50	Salad, Fried Chix, - student	\$4.50
Power Ade 20 oz	\$3.25	Little Debbie, Regular	\$1.25	Salad, Garden - student	\$4.50
Powerade Water	\$3.50	Pie, Fruit, 8 cut	\$2.75	Salad, Grilled Chix - student	\$4.75
Smoothie, Island Oasis, 14z	\$3.00	Pop Tart	\$1.00	Salad, Julienne - student	\$4.50
Smoothie, Shake, 14oz	\$3.00	Rice Krispie Treat, reg & choc	\$1.60	Sub 6" Premium (on spcl brd)	\$5.50
Tea, Iced, 20z made in house	\$1.50	Snack Mix, gardetto or chex	\$1.50	Sub, 6" STG	\$4.50
Tea, Peace cans	\$3.25	Teddy Grahams	\$0.75	Wraps, STG	\$4.50
Vitamin Water	\$3.25	<u>MISCELLANEOUS:</u>		Yogurt Parfait	\$2.50
Water, Nestle 16.9oz	\$1.75				
Water, Smart Sport Cap	\$3.75	Bread, Garlic - 1 slice	\$1.00	<u>COLD PREMADE SANDWICHES</u>	
<u>BREAKFAST ITEMS:</u>		Dipping Sauces, 2 oz.	\$0.75	Ham & Cheese Sandwich	\$2.75
Bagel	\$1.50	French Fries, all kinds	\$2.50	P.B.J. Sandwich	\$2.25
Cereal Bowlpack (w/out milk)	\$1.50	Mayo / Mustard packet	\$0.25	Turkey Sandwich, no cheese	\$2.50
Cereal, Instant Oatmeal	\$0.90	Peanut Butter Cup	\$1.00	Tuna Salad / Egg Salad	\$3.00
Cream Cheese packet	\$0.90	<u>SALAD / DRESSING PKTS</u>			
Donut, wrapped	\$2.25	Dressing Packets, each	\$0.80	<u>SAMMIES</u>	
		Salad Bar, oz	\$0.60	Deli Sandwich	\$4.50
Egg Muffin, Egg & Cheese	\$2.00			Deli Sandwich, Veggie	\$4.50
Egg Muffin, Meat / Egg Biscuit	\$2.25	Salad, Side, Garden - student	\$1.25	Footlong Sub	\$7.50
English Muffin	\$1.00			Footlong Sub, Veggie	\$7.50
Hash Browns, (2 for)	\$1.50			Deli Toasted, increase by >>>	\$0.25
Jelly Packet	\$0.20	<u>ICE CREAM</u>			
Muffin, 4 oz Gourmet, wrapped	\$2.50	Ice Cream, medium	\$2.25		
Toast - ALL BREADS - 1 pc.	\$0.60	Ice Cream, premium	\$3.00		
Toast - ALL BREADS - 2pcs	\$1.00	Ice Cream, small	\$1.50		
<u>Free Lunch to Client</u>	<u>\$2.75</u>	<u>Free Breakfast to Client</u>	<u>\$2.00</u>		

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT
STUDENT & ADULT PRICING 2024 - 2025**

ETHNIC/INTERNATIONAL:		SANDWICHES:	Price	SUSHI - Wisepak Foods	
Bosco Sticks, 2 w/ 2oz. sauce	\$4.00	Bagel Brat with 4 oz fries	\$5.00	SUSHI, 10 pc	\$10.00
Calzone, Chix Parm	\$5.00	BBQ Rib Sandwich	\$4.00	SUSHI, (next day 10 pc)	\$7.00
		Brkfast Bake (7oz) & Biscuit	\$5.00		
Pizza, Cheese, 1/8 cut	\$3.25	Burger, 1/4LB Bacon or Pizza	\$3.75		
Pizza, Meat, 1/8 cut	\$3.75	Burger, cheese (mushrm-bf)	\$3.25	ADDITIONS	
Pizza, Specialty, 1/8 cut	\$4.00	Burger, cheese double	\$4.25	Grilled cheese	\$3.00
Pizza French Bread, cheese	\$3.50	Burger, double	\$3.75	Pancake wrap	\$2.75
BASKETS:		Burger, mushroom-beef	\$3.00	Pulled chicken sandwich	\$4.00
Boneless Wings, no fry	\$5.00	Burrito, beef & cheese w/ salsa	\$3.25	Pulled Pork sandwich	\$4.00
Bnlss Wings Bskt w/fry, 2z sce	\$5.75	Chimichanga, Chix+salsa	\$3.75	Pizza Puff	\$3.50
Chix Tend/Bnlss Wing, no fry	\$5.00	Chicken Patty, breaded	\$3.25		
Chix Tndr/BWing Bskt, w/fry	\$5.75	Chicken, Spicy Brd Brst	\$3.75		
Mozz Sticks (5) Bskt, 2z sce	\$4.25	Crispy Bacon Cheese Ranch Chix	\$4.25		
Mozz Sticks only (5) & sce	\$3.25	Chicken, grill'd brst 4z Sand	\$4.00		
Spicy Cheese Curds Bskt 4.5oz	\$4.75	Corn Dog w/ 2oz sauce	\$3.00		
Spicy Cheese Curds, No Fries	\$4.25	Empanada w/salsa, sr crm	\$3.00		
Nachos, Chips & Cheese	\$2.50	Gyros (4pc), pita, lettuce, sauce	\$6.00		
Nachos, Fiesta	\$4.00	Ham & Cheese pocket	\$3.50		
Taco in a Bag w/ salsa, sr crm	\$4.00	Hot Dog, 5/1 w/ condiment pkgs	\$2.50		
White Queso Beef w/ Chips	\$4.00	Hot Dog, Chili Cheese	\$3.25		
BOWLS	Price	Italian Beef Sand w/ giardiniera	\$5.00		
Asian Chick & Rice	\$5.00	Italian Breaded Steak	\$4.00		
Asian Chick & Rice w/ Eggroll	\$5.75	Italian Sausage Sand	\$3.85		
Asian, Egg Roll only	\$2.00	Mac Wedge (5) w/ 2oz sce	\$3.75		
Veg Fried Rice & Egg roll	\$4.00	Meatball Sand (4 - 1oz) & sce	\$5.00		
Veg Fried Rice, No Eggroll	\$3.50	Polish Sausage Sand	\$3.00		
Mac & Cheese Bowl	\$4.00	Pretzel, Jumbo w/ 2z cheese	\$2.85		
		Santa Fe Chix Eggroll w/ 2z sce	\$3.00		
Pasta Marinara w/ Meatballs, Gar Tst	\$5.25				
Pasta, no meat + Garlic Tst	\$4.25	Veggie Burger, malibu	\$4.25		
Bkd Mostaccioli (7oz), Garlic Tst	\$4.25				
Chix Fettucini/7 oz w/ G Tst	\$5.25				
Chix Parm Pasta, 7 oz, w/ G Tst	\$5.25				
FACULTY:					
Hot Food Bar, per ounce	\$0.65				
Salad Bar, per ounce	\$0.60				

REVISED SCHEDULE G

FSMC Percentage of Sales Retained.

2025-26 _____% Anticipated Return to D204 \$ _____

2026-27 _____% Anticipated Return to D204 \$ _____

2027-28 _____% Anticipated Return to D204 \$ _____

2028-29 _____% Anticipated Return to D204 \$ _____

2029-30 _____% Anticipated Return to D204 \$ _____

The FSMC should provide justification for its sales projections using the following:

A	B	C	D	F	G	H	I
School District Name	Total Student Population Enrollment	Free/Reduced Eligibility %	Average # of Operating Days per Year	2023-2024 Total Student & Faculty Sales	2023-2024 Per Capita (Divide Column F by Column D, then divide again by Column C)	2022-2023 Total Student & Faculty Sales	2022-2023 Per Capita (Divide Column H by Column D, then divide again by Column C)
SAMPLE	4,000	15%	170	\$1,600,000	\$2.35	\$1,500,000	\$2.21

Please provide a list of three (3) comparable schools or school districts it serves (with similar enrollment and free/reduced lunch populations) with two (2) prior years' student and faculty sales data for each. This data should be provided in the following table above. A sample is provided for reference.

Please provide any other financial considerations that you would like the district to take into account in its evaluation of your proposal on a separate page (if necessary).

Please explain any deviations from the specifications (if necessary).

Signature

FSMC Name _____

Authorized Signature _____

Name _____

Title _____

Date _____

SCHEDULE H

Proposal Rigging Certificate

The undersigned, being duly sworn, deposes and certifies under oath that the company or other entity named below, its officers, employees, and agents, are not barred from submitting a proposal on this contract as a result of a violation of the Proposal Rigging or Proposal Rotating provisions of the Public Contracts Section of the Illinois *Criminal Code of 1961* (720 ILCS 5/33E-3, 33E-4) or otherwise under the Contracts section of the Illinois *School Code* (105 ILCS 5/10-20.21). The undersigned acknowledges that the Board of Education may declare the contract void if this certification is false. The undersigned further certifies that he or she has read and understands the Proposal Documents and that his or her proposal is in compliance therewith.

_____	Firm Name: _____
Signature	
_____	Address: _____
(Print Name)	
Title: _____	City: _____
Telephone: _____	State: _____
Date: _____	Zip Code: _____

Subscribed and sworn to before me
this _ day of _____, 2025

Notary Public

SCHEDULE I

EQUAL EMPLOYMENT OPPORTUNITY CLAUSE

In the event of the contractor's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Illinois *Human Rights Act* or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), the contractor may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be cancelled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this contract, the contractor agrees as follows:

- 1) That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
- 2) That, if it hires additional employees in order to perform this contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- 3) That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, marital status, national origin or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
- 4) That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the contractor's obligations under the Illinois *Human Rights Act* and the Department's Rules. If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules, the contractor will promptly so notify the Department and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations hereunder.
- 5) That it will submit reports as required by the Department's Rules, furnish all relevant information as May from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois *Human Rights Act* and the Department's Rules.

(Continued)

6) That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purposes of investigation to ascertain compliance with the Illinois *Human Rights Act* and the Department's Rules.

7) That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as with other provisions of this contract, the contractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, the contractor will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

We, the undersigned company, certify that we have read and fully understand the attached specifications including any addenda issued. We further certify that we have visited sites and facilities covered by the specifications. We certify that our company meets all of the requirements specified.

Signature

Typed Name and Title

Company Name

Address

City, State, Zip

Phone Number

Date



LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204 2025-2026 SCHOOL CALENDAR

August 12, 2024

August 2025

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October 2025

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January 2026

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

OPENING/CLOSING DAYS OF SCHOOL

- August 18 (A) First Day of School
- May 29 (Ω) Last Day of School

STUDENT NON-ATTENDANCE DAYS (*)

- August 13 District Institute Day
- August 14 Teacher Work Day
- September 1 Labor Day
- October 10 District Institute Day
- October 13 Columbus/Indigenous Peoples Day
- October 24 Non-Attendance Day
- November 26 Non-Attendance Day
- November 27-28 Thanksgiving Holiday
- Dec. 22-Jan. 2 Winter Break
- January 5 Teacher Work Day
- January 19 M.L. King, Jr. Day
- February 16 Presidents' Day
- February 27 District Institute Day
- March 20 District Institute Day
- March 30-April 3 Spring Break
- April 6 Non-attendance Day
- May 25 Memorial Day
- June 19 Juneteenth
- July 3 Independence Day (Observed)

LATE START DAYS: First period starts at 9:15a.m. every Wednesday except for: 9/24, 11/19, 12/17, 1/28, 3/11, 5/27

SCHOOL IMPROVEMENT DAYS 11:30 a.m. Dismissal
September 24, November 19, January 28, March 11

PARENT-TEACHER CONFERENCE DAYS (Δ)

- October 22 5:00-9:00 p.m.
- October 23 11:30 a.m. dismissal
Conferences 1:00-7:30 p.m.

GRADING PERIODS

- October 17 Q1 1st quarter
- December 19 S1 2nd quarter & End of 1st semester
- March 13 Q3 3rd quarter
- May 29 Ω 4th quarter & End of 2nd semester

MISCELLANEOUS

- August 6, 7, 11 Book Pick-up Days
- August 15 Frosh Experience Day
- September 4 S. C. Open House
- September 11 N. C. Open House
- September 15-20* Homecoming Week
- December 17-19 1st semester Finals
- April TBA ACT
- April TBA Pre-ACT
- May 27-29 2nd semester Finals
- June 1-5 Emergency Days
- June 8-26 [Summer School Sem. 1]
- June 29-July 17 {Summer School Sem. 2}

COMMENCEMENT (☞)

- May 27 7:00 p.m. Bennett Field

*tentative

February 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2026

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July 2026

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

© Emergency Days may be used as school days if school closes unexpectedly during the regular school year.

NON-COLLUSION AFFIDAVIT (must be signed, notarized and submitted with bid)

STATE OF _____

_____ (COUNTY)

(Name of County)

The undersigned FSMC or agent, being duly sworn, on oath says that he/she has not, nor has any other member, representative, nor agent of the firm, company, corporation or partnership represented by him/her, entered, into any combination, collusion, or agreement with any person relative to the price to be bid by anyone at such letting, nor to prevent any person from competitively responding nor to induce anyone to refrain from responding competitively, that this proposal is made without reference to any other proposal without any agreement, understanding or combination with any person in reference to such proposal.

He further says that no person or persons, firms or corporation has, have or will receive directly or indirectly, any rebate, fee, gift, commission or thing of value on account of such sale.

Agent

For _____
Firm or Corporation

Subscribed and sworn to before me this _____ day of _____, 20_____.

My commission expires: _____
Notary Public

CERTIFICATION (MUST BE SIGNED AND SUBMITTED WITH BID)

The proposer hereby certifies that the proposer is not from proposing on this contract as a result of any violation of either the bid rigging or bid-rotating provisions of Article 33E of the Criminal Code of 1961, as amended.

Signature

SEXUAL HARASSMENT CLAUSE (MUST BE SIGNED AND SUBMITTED WITH BID)

Each proposer must certify that it has complied with the requirement of section 2-105 of the Illinois Human Rights Act (Public Act 87-1257) effective July 1, 1993, with respect to sexual harassment policies. The terms of the law, as applicable, are hereby incorporated into this contract. The Board of Education states that it is in compliance with state law.

Signature

CERTIFICATE OF COMPLIANCE WITH ILLINOIS DRUG-FREE WORK PLACE ACT (MUST BE SIGNED AND SUBMITTED WITH BID)

The undersigned proposer or agent, having 25 or more employees, does hereby certify pursuant to section 3 of the Illinois Drug-Free Workplace Act (Ill. Rev. Stat., ch. 127, par. 132.313) that (he, she, it) shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and, further certifies that, (he, she, it) is not ineligible for award of this contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

Signature

LYONS TOWNSHIP HIGH SCHOOL

DISTRICT 204 OFFICES 100 S. Brainard Ave., LaGrange, IL 60525-2101
· Tel: (708) 579-6462 · Fax: (708) 579-6454 · Email: bstachacz@lths.net · Website: www.lths.net



Brian Stachacz
Director of Business Services

Memorandum

To: Dr. Brian Waterman, Board of Education
From: Brian Stachacz
Date: 5/14/2025
Re: Resolution to Transfer Funds from the Education Fund to the O&M Fund

Attached is a resolution that is needed to authorize the transfer of funds from the Education Fund to the O&M Fund. In order to eventually transfer this money into the Capital Projects Fund to pay for the summer of 2026 renovations, this initial step of transferring the money to the O&M Fund is necessary. A separate resolution will then allow the transfer of funds from the O&M Fund to the Capital Projects Fund. As previously discussed, this transfer has been budgeted for in the FY25 amended budget. Per School Code, a public hearing is required for the approval of this resolution.

The resolution authorizes a transfer of funds not to exceed \$13,600,000 from the Education Fund to the O&M Fund for the purposes of paying for the summer of 2026 North Campus Renovation Projects which include the HVAC Project, the Elevator Renovation Project and the Washroom Renovation Project.

Recommendation: Motion to adopt the resolution directing the Director of Business Services/Treasurer to transfer up to \$13,600,000 from the Educational Fund to the Operations and Maintenance Fund as presented.

RESOLUTION
OF THE BOARD OF EDUCATION OF
LYONS TOWNSHIP HIGH SCHOOL DISTRICT NO. 204
COOK COUNTY, ILLINOIS

AUTHORIZING AN INTERFUND TRANSFER

WHEREAS, pursuant to Section 17-2A of the *School Code* (105 ILCS 5/17-2A), the Board of Education ("Board") of Lyons Township High School District No. 204, Cook County, Illinois ("School District"), by proper resolution, may authorize the Treasurer of the School District to make interfund transfers between the Education, Operations and Maintenance, and Transportation Funds, and from the Tort Immunity to the Operations and Maintenance Fund; and

WHEREAS, the adoption of such resolution must follow a public hearing set by the Board or Board President; and

WHEREAS, the public hearing was required to be preceded by at least one published notice occurring at least seven (7) days and not more than thirty (30) days prior to the hearing in a newspaper of general circulation within the School District, and a notice posted at least forty-eight (48) hours before the hearing, at the principal office of the School Board, with both notices setting forth the time, date, place and subject matter of the hearing.

WHEREAS, such hearing was held on May 19, 2025 at 7:00 p.m., at 100 South Brainard Avenue, La Grange, Illinois 60525 in Room NC103, pursuant to the notice published on May 8, 2025, in the Suburban Life Newspaper and the notice posted on May 16, 2025, at the Lyons Township High School Administrative Offices, 100 S. Brainard Ave, LaGrange, IL 60525; and

WHEREAS, the Board has determined that it is in the best interests of the School District to transfer money currently in the Educational Fund to the Operations & Maintenance Fund.

NOW, THEREFORE, It Is Hereby Resolved by the Board of Education of Lyons Township High School District No. 204, Cook County, Illinois, as follows:

Section 1. The Board has determined that it is in the best interests of the School District to transfer up to the following amounts between the following funds:

<u>Amount</u>	<u>Transfer From</u>	<u>Transfer To</u>
\$ 13,600,000	Educational Fund	Operations & Maintenance Fund

Section 2. The Treasurer is authorized to transfer said amount and record the transfer on the books of the School District.

Section 3. This Resolution shall be in full force and effect immediately upon its adoption.

ADOPTED this 19th day of May, 2025, by the following roll call vote:

AYE:

NAY:

ABSENT:

President, Board of Education

ATTEST:

Secretary, Board of Education

LYONS TOWNSHIP HIGH SCHOOL

DISTRICT 204 OFFICES 100 S. Brainard Ave., LaGrange, IL 60525-2101
• Tel: (708) 579-6462 • Fax: (708) 579-6454 • Email: bstachacz@lths.net • Website: www.lths.net



Brian Stachacz
Director of Business Services

Memorandum

To: Dr. Brian Waterman, Board of Education
From: Brian Stachacz
Date: 5/14/2025
Re: Resolution for the Transfer Funds from the O&M Fund to the Capital Projects Fund

Attached is a resolution that is needed to authorize the transfer of funds from the O&M Fund to the Capital Projects Fund. This transfer has been budgeted as part of the amended FY25 budget to cover the costs associated with the building renovations at North Campus during the summer of 2025.

The resolution authorizes a transfer of funds not to exceed \$13,600,000 from the O&M Fund to the Capital Projects Fund for the purposes of paying for the summer of 2026 North Campus Renovation Projects which include the HVAC Project, the Elevator Renovation Project and the Washroom Renovation Project.

Recommendation: Motion to adopt the resolution directing the Director of Business Services/Treasurer to transfer up to \$13,600,000 from the Operations and Maintenance Fund to the Capital Projects Fund as presented.

RESOLUTION
OF THE BOARD OF EDUCATION OF
LYONS TOWNSHIP HIGH SCHOOL DISTRICT NO. 204
COOK COUNTY, ILLINOIS

AUTHORIZING TRANSFER TO CAPITAL PROJECTS FUND

WHEREAS, pursuant to Sections 2-3, 2-3.27, and 2-3.28 of the *School Code*, the Illinois State Board of Education (“ISBE”) has the power and duty to formulate and approve forms, procedures, and regulations for school district accounts and budgets; and

WHEREAS, ISBE Regulation Section 100.50(d)(2) provides that when revenues or other sources of funds are pledged to pay for a capital project or acquisition, the moneys shall be transferred for accounting purposes into the Capital Projects Fund and expended from that Fund, except in case of acquisition of any equipment that must be financed from the transportation fund pursuant to Section 17-8 of the *School Code*.

NOW, THEREFORE, It Is Hereby Resolved by the Board of Education of Lyons Township High School District No. 204, Cook County, Illinois, as follows:

Section 1: The Preamble above is hereby incorporated into the body of this Resolution.

Section 2: Funds in the amount of up to \$13,600,000 now on hand in the custody of the School Treasurer shall be transferred from the Operations and Maintenance Fund to the Capital Projects Fund of the School District, pledged for the Summer of 2025 North Campus Renovation Project.

Section 3: All such accounting transfers shall be reflected in District financial reports in accordance with ISBE regulations.

Section 4: All expenditures from District Funds shall continue to be approved by the Board in accordance with law and Board Policy.

Section 5: All inter-fund transfers expressly authorized by statute shall continue to be approved by the Board as provided in the applicable statute.

Section 6: The Treasurer is directed to implement this Resolution.

Section 7: This Resolution shall take effect immediately upon adoption.

[The remainder of this page is left intentionally blank. Signature page follows.]

ADOPTED this 19th day of May, 2025, by the following roll call vote:

AYE:

NAY:

ABSENT:

President, Board of Education

ATTEST:

Secretary, Board of Education

1286053.2

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF APRIL 2025 EXPENSES
FOR BOARD OF EDUCATION APPROVAL ON MAY 19, 2025**

ACCOUNTS PAYABLE	PAID	TOTAL
EDUCATION FUND	\$ 1,100,751.34	
OPERATIONS BLDG MAINT	\$ 414,054.58	
TRANSPORTATION	\$ 790,321.18	
CAPITAL PROJECTS	\$ 2,947,346.57	
STUDENT ACTIVITIES	\$ 284,665.04	
TOTAL ACCOUNTS PAYABLE		\$ 5,537,138.71
PAYROLL		
EDUCATION FUND	\$ 5,574,010.78	
OPERATIONS BLDG MAINT	\$ 405,893.03	
IMRF/FICA/MEDICARE	\$ 276,010.11	
TOTAL PAYROLL		\$ 6,255,913.92
TOTAL EXPENDITURES		\$ 11,793,052.63

The Undersigned do hereby certify that the Accounts Payable and Payroll Expenditures in the amount of \$11,793,052.63 approved for payment at the Lyons Township High School District 204 Board of Education Meeting, Cook County, Illinois held on May 19, 2025.

Tim Albores, President

Gioia Giannotti Frye, Secretary

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF REVENUES - FISCAL YEAR 2024-25
FOR THE MONTH APRIL 2025**

	BUDGET	MONTHLY REVENUES	FISCAL YTD REVENUES	TRANSFERS	BUDGET BALANCE	% REALIZED
<u>OPERATING FUNDS</u>						
EDUCATION - 10	\$ 82,175,910.00	\$ 4,526,106.56	\$ 82,712,961.52		\$ (537,051.52)	100.65%
OPERATIONS & MAINTENANCE - 20	\$ 10,269,815.00	\$ 396,815.63	\$ 12,410,809.18		\$ (2,140,994.18)	120.85%
TRANSPORTATION - 40	\$ 3,465,215.00	\$ 268,318.57	\$ 2,469,064.51		\$ 996,150.49	71.25%
IMRF/SOCIAL SECURITY - 50/51	\$ 3,461,337.00	\$ 101,392.54	\$ 3,346,162.41		\$ 115,174.59	96.67%
TOTAL	\$ 99,372,277.00	\$ 5,292,633.30	\$ 100,938,997.62	\$ -	\$ (1,566,720.62)	101.58%
<u>NON OPERATING FUNDS</u>						
DEBIT SERVICE - 30	\$ 3,024,075.00	\$ 93,322.63	\$ 2,953,414.07		\$ 70,660.93	97.66%
CAPITAL PROJECTS - 60/61	\$ 282,830.00	\$ 35,259.75	\$ 730,783.01		\$ (447,953.01)	0.00%
TOTAL	\$ 3,306,905.00	\$ 128,582.38	\$ 3,684,197.08	\$ -	\$ (377,292.08)	97.66%
<u>WORKING CASH</u>						
WORKING CASH - 70/71	\$ 145,266.00	\$ 31,982.24	\$ 151,861.11	\$ -	\$ (6,595.11)	104.54%
TOTAL	\$ 145,266.00	\$ 31,982.24	\$ 151,861.11	\$ -	\$ (6,595.11)	104.54%
TOTAL	\$ 102,824,448.00	\$ 5,453,197.92	\$ 104,775,055.81	\$ -	\$ (1,950,607.81)	101.90%

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF EXPENSES - FISCAL YEAR 2024-25
FOR THE MONTH OF APRIL 2025

	BUDGET	MONTHLY EXPENSES	FISCAL YTD EXPENSES	TRANSFERS	BUDGET BALANCE	% REALIZED
<u>OPERATING FUNDS</u>						
EDUCATION - 10	\$ 79,841,662.00	\$ 6,620,097.66	\$ 61,906,828.32		\$ 17,934,833.68	77.54%
OPERATIONS & MAINTENANCE - 20	\$ 12,022,824.00	\$ 813,193.83	\$ 8,446,346.68		\$ 3,576,477.32	70.25%
TRANSPORTATION - 40	\$ 3,592,000.00	\$ 790,321.18	\$ 2,987,176.02		\$ 604,823.98	83.16%
IMRF/SOCIAL SECURITY - 50/51	\$ 3,449,907.00	\$ 276,010.11	\$ 2,508,099.02		\$ 941,807.98	72.70%
TOTAL	\$ 98,906,393.00	\$ 8,499,622.78	\$ 75,848,450.04	\$ -	\$ 23,057,942.96	76.69%
<u>NON OPERATING FUNDS</u>						
DEBIT SERVICE - 30	\$ 2,775,000.00	\$ -	\$ 2,197,250.00	\$ -	\$ 577,750.00	79.18%
CAPITAL PROJECTS - 60/61	\$ 31,018,148.00	\$ 2,947,346.57	\$ 18,749,393.99	\$ -	\$ 12,268,754.01	60.45%
TOTAL	\$ 33,793,148.00	\$ 2,947,346.57	\$ 20,946,643.99	\$ -	\$ 12,846,504.01	61.98%
<u>WORKING CASH</u>						
WORKING CASH - 70/71	\$ -	\$ -	\$ -		\$ -	0.00%
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ 132,699,541.00	\$ 11,446,969.35	\$ 96,795,094.03	\$ -	\$ 35,904,446.97	72.94%

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
FUND BALANCE FINANCIAL REPORT - FISCAL YEAR 2024-25
FOR THE MONTH OF APRIL 2025

	FUND BALANCE JULY 1, 2024	FISCAL YTD REVENUES	FISCAL YTD EXPENSES	TRANSFERS	FUND BALANCE
<u>OPERATING FUNDS</u>					
EDUCATION - 10	\$ 41,557,947.62	\$ 82,712,961.52	\$ 61,906,828.32	\$ -	\$ 62,364,080.82
OPERATIONS & MAINTENANCE - 20	\$ 13,927,468.08	\$ 12,410,809.18	\$ 8,446,346.68	\$ -	\$ 17,891,930.58
TRANSPORTATION - 40	\$ 5,583,820.09	\$ 2,469,064.51	\$ 2,987,176.02	\$ -	\$ 5,065,708.58
IMRF/SOCIAL SECURITY - 50/51	\$ 2,025,880.32	\$ 3,346,162.41	\$ 2,508,099.02	\$ -	\$ 2,863,943.71
TOTAL	\$ 63,095,116.11	\$ 100,938,997.62	\$ 75,848,450.04	\$ -	\$ 88,185,663.69
<u>NON OPERATING FUNDS</u>					
DEBIT SERVICE - 30	\$ 896,899.83	\$ 2,953,414.07	\$ 2,197,250.00	\$ -	\$ 1,653,063.90
CAPITAL PROJECTS - 60/61	\$ 25,681,559.43	\$ 730,783.01	\$ 18,749,393.99	\$ -	\$ 7,662,948.45
TOTAL	\$ 26,578,459.26	\$ 3,684,197.08	\$ 20,946,643.99	\$ -	\$ 9,316,012.35
<u>WORKING CASH</u>					
WORKING CASH - 70/71	\$ 4,709,104.74	\$ 151,861.11	\$ -	\$ -	\$ 4,860,965.85
TOTAL	\$ 4,709,104.74	\$ 151,861.11	\$ -	\$ -	\$ 4,860,965.85
TOTAL	\$ 94,382,680.11	\$ 104,775,055.81	\$ 96,795,094.03	\$ -	\$ 102,362,641.89

LA GRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

SUMMARY OF BILLS AND PAYROLLS

April 2025

Presented

May 19, 2025



SUMMARY FINANCIAL REPORT OF REVENUE - April 2025

OPERATING FUNDS	BUDGET	TRANSFERS	CURRENT REVENUES	YTD REVENUES	BALANCE	PERCENT REALIZED
EDUCATION FUND	\$ 32,896,201	\$ -	\$ 1,002,857	\$ 28,707,112	\$ 4,189,089	87.27%
VOCATIONAL ACTIVITY FUND	\$ -	\$ -	\$ 164	\$ 1,028		0.00%
O&M FUND	\$ -	\$ -	\$ -	\$ 9,435		0.00%
TOTAL	\$ 32,896,201	\$ -	\$ 1,003,021	\$ 28,717,576	\$ 4,189,089	87.30%

SUMMARY FINANCIAL REPORT OF EXPENSE - April 2025

OPERATING FUNDS	BUDGET	TRANSFERS	CURRENT EXPENDITURES	YTD EXPENDITURES	UNENCUMBERED BALANCE	PERCENT ENCUMBERED
EDUCATION FUND	\$ 32,896,201	\$ -	\$ 2,862,143	\$ 23,812,837	\$ 9,083,364	72.39%
VOCATIONAL ACTIVITY FUND	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
O&M FUND	\$ -	\$ -	\$ 1,109	\$ 33,616	\$ (33,616)	0.00%
TOTAL	\$ 32,896,201	\$ -	\$ 2,863,252	\$ 23,846,453	\$ 9,049,748	72.49%

MONTHLY FUND BALANCE REPORT - April 2025

OPERATING FUNDS	JULY 1ST EQUITY	YEAR TO DATE RECEIPTS	YEAR TO DATE DISBURSEMENTS	BALANCE
EDUCATION FUND	\$ 2,950,033	\$ 28,707,112	\$ 23,812,837	\$ 7,844,308
VOCATIONAL ACTIVITY FUND	\$ 15,764	\$ 1,028	\$ -	\$ 16,792
O&M FUND	\$ 64,980	\$ 9,435	\$ 33,616	\$ 40,799
TOTAL	\$ 3,030,777	\$ 28,717,576	\$ 23,846,453	\$ 7,901,899



SUMMARY OF EXPENSES FOR APRIL 2025 BOARD OF EDUCATION APPROVAL ON MAY 19, 2025

	EXPENSES	EXPENSES FROM REVENUE	TOTAL
EDUCATION FUND	\$ 398,724.60		\$ 398,724.60
VOCATIONAL ACTIVITY FUND	\$ -	\$ -	\$ -
TOTAL A/P	\$ 398,724.60	\$ -	\$ 398,724.60

PAYROLL

EDUCATION FUND	\$ 1,927,830.07
BOARD SHARE EXPENSES	\$ 536,697.05
TOTAL PAYROLL	\$ 2,464,527.12

VOCATIONAL FUND	-
BOARD SHARE EXPENSES	-
	-

TOTAL PAYROLL \$ 2,863,251.72

THE UNDERSIGNED DO HEREBY CERTIFY THAT ACCOUNTS PAYABLE LISTINGS AND PAYROLLS IN THE AMOUNT OF \$2,863,251.72 WERE APPROVED FOR PAYMENT AT THE MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT #204, COOK COUNTY, ILLINOIS HELD ON MAY 19, 2025 AND AUTHORIZE THE SCHOOL TRUSTEES OF TOWNSHIP 38, RANGE 12 TO PAY THE SAME.

PRESIDENT

SECRETARY

LaGrange Area Dept. of Special Education

Fund Balances

Fiscal Year: 2024-2025

Month: April
Year: 2025
Fund Type: All Funds

☐ Include Cash Balance
☐ FY End Report

Fund	Description	Beginning Balance	Revenue	Expense	Transfers	Fund Balance
10	EDUCATION	\$2,950,033.12	\$28,707,112.12	(\$23,812,837.17)	\$0.00	\$7,844,308.07
15	DEAF AND HARD OF HEARING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
20	OPERATIONS & MAINTENANCE	\$64,979.73	\$9,435.39	(\$33,616.06)	\$0.00	\$40,799.06
99	ACTIVITY FUND - SHREDDER WORKS	\$15,763.93	\$1,028.28	\$0.00	\$0.00	\$16,792.21
Grand Total:		\$3,030,776.78	\$28,717,575.79	(\$23,846,453.23)	\$0.00	\$7,901,899.34

End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1176

Voucher Date:

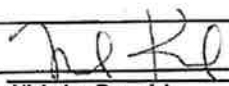
04/01/2025
CMB

Prepared By:

Printed: 03/28/2025 01:58:29 PM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$48,184.28 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.


Nicholas Peranich

Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

Fund	Amount
10 EDUCATION	\$48,184.28
	\$48,184.28

LaGrange Area Dept. of Special Education

Non-Check Batch Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 03/24/2025

To Date:

From Voucher:

To Voucher:

Account: 184641

03/24/2025	Burcor Properties	\$2,445.00	1176	Posted to G/L AP	☐
03/24/2025	Holy Guardian Angels Parish	\$4,537.15	1176	Posted to G/L AP	☐
03/24/2025	Holy Guardian Angels Parish	\$13,611.47	1176	Posted to G/L AP	☐
03/24/2025	ProCare Therapy	\$14,290.20	1176	Posted to G/L AP	☐
03/24/2025	ProCare Therapy	\$13,300.46	1176	Posted to G/L AP	☐

Total for Fund:

5

Total Amount:

\$48,184.28

Total Amount:

\$48,184.28

End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1188

Voucher Date: 04/14/2025

Prepared By:

Printed: 04/10/2025 08:58:07 AM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$46,762.31 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Nicholas Peranich 4/10/2025
Nicholas Peranich Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

Fund	Amount
10 EDUCATION	\$46,762.31
	<u>\$46,762.31</u>

LaGrange Area Dept. of Special Education

Non-Check Batch Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 04/14/2025

To Date:

From Voucher:

To Voucher:

Account: 184641

04/14/2025	InterpreNet, LTD	\$191.10	1188	Posted to G/L AP	☐
04/14/2025	Holy Guardian Angels Parish	\$1,153.26	1188	Posted to G/L AP	☐
04/14/2025	Holy Guardian Angels Parish	\$3,459.80	1188	Posted to G/L AP	☐
04/14/2025	ProCare Therapy	\$14,156.82	1188	Posted to G/L AP	☐
04/14/2025	ProCare Therapy	\$13,705.32	1188	Posted to G/L AP	☐
04/14/2025	ProCare Therapy	\$14,096.01	1188	Posted to G/L AP	☐

Total for Fund:

6

Total Amount:

\$46,762.31

Total Amount:

\$46,762.31

End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1189

Voucher Date: 04/14/2025 Prepared By:

Printed: 04/10/2025 09:23:47 AM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$174,944.97 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

Nicholas Peranich 4/10/2025
Nicholas Peranich Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

Fund		Amount
10	EDUCATION	\$173,835.97
20	OPERATIONS & MAINTENANCE	\$1,109.00
		\$174,944.97

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 4/14/2025
From Check: 245813643
From Voucher: 1189

To Date: 4/14/2025
To Check: 245813721
To Voucher: 1189

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245813643	04/14/2025	Accurate Biometrics	\$207.00	1189	Printed	Expense	☐		
245813644	04/14/2025	Amazon Capital Services	\$2,305.63	1189	Printed	Expense	☐		
245813645	04/14/2025	Apple Computer	\$1,058.00	1189	Printed	Expense	☐		
245813646	04/14/2025	At & T	\$1,134.16	1189	Printed	Expense	☐		
245813647	04/14/2025	Athas, Heidi S	\$8.19	1189	Printed	Expense	☐		
245813648	04/14/2025	Baranski, Kristen L	\$185.51	1189	Printed	Expense	☐		
245813649	04/14/2025	Bd Of Ed #106	\$26,669.00	1189	Printed	Expense	☐		
245813650	04/14/2025	Bd Of Ed #62	\$97,758.20	1189	Printed	Expense	☐		
245813651	04/14/2025	Bmo Corporate Mastercard	\$11,432.39	1189	Printed	Expense	☐		
245813652	04/14/2025	Bonistalli, Carolyn	\$245.00	1189	Printed	Expense	☐		
245813653	04/14/2025	Bridges Language Training & Staffing Co.	\$123.10	1189	Printed	Expense	☐		
245813654	04/14/2025	BrightStar Care	\$3,024.00	1189	Printed	Expense	☐		
245813655	04/14/2025	Buckingham, Colleen M	\$19.74	1189	Printed	Expense	☐		
245813656	04/14/2025	Burke, Jennifer L	\$31.36	1189	Printed	Expense	☐		
245813657	04/14/2025	Butler, Madeleine M	\$120.82	1189	Printed	Expense	☐		
245813658	04/14/2025	Bylsma, Karen	\$81.90	1189	Printed	Expense	☐		
245813659	04/14/2025	Caden Zane Marshall	\$192.50	1189	Printed	Expense	☐		
245813660	04/14/2025	Canon Solutions America	\$1,198.80	1189	Printed	Expense	☐		
245813661	04/14/2025	Carberry, Catherine	\$26.18	1189	Printed	Expense	☐		
245813662	04/14/2025	Carey, Veronica	\$75.32	1189	Printed	Expense	☐		
245813663	04/14/2025	CDW Education	\$3,297.00	1189	Printed	Expense	☐		
245813664	04/14/2025	Chappell, Barbara A	\$21.14	1189	Printed	Expense	☐		
245813665	04/14/2025	Clemens, Marlene M	\$97.37	1189	Printed	Expense	☐		

371

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 4/14/2025
From Check: 245813643
From Voucher: 1189

To Date: 4/14/2025
To Check: 245813721
To Voucher: 1189

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245813666	04/14/2025	Cleveland, Jenelle	\$89.43	1189	Printed	Expense	☐		
245813667	04/14/2025	Colangelo, Denise K	\$18.83	1189	Printed	Expense	☐		
245813668	04/14/2025	College H.U.N.K.S.	\$2,798.00	1189	Printed	Expense	☐		
245813669	04/14/2025	Comcast	\$1,161.55	1189	Printed	Expense	☐		
245813670	04/14/2025	ComEd	\$5,226.99	1189	Printed	Expense	☐		
245813671	04/14/2025	Crick Software Inc	\$700.00	1189	Printed	Expense	☐		
245813672	04/14/2025	Crisis Prevention Institute	\$2,249.00	1189	Printed	Expense	☐		
245813673	04/14/2025	Crumrine, Diane M	\$33.60	1189	Printed	Expense	☐		
245813674	04/14/2025	Curriculum Associates Inc	\$390.88	1189	Printed	Expense	☐		
245813675	04/14/2025	DuPage Security Solutions, Inc.	\$1,109.00	1189	Printed	Expense	☐		
245813676	04/14/2025	Duvall, Danika R	\$19.60	1189	Printed	Expense	☐		
245813677	04/14/2025	Finn, Kirsten M	\$26.46	1189	Printed	Expense	☐		
245813678	04/14/2025	Garlinger, Amy	\$37.31	1189	Printed	Expense	☐		
245813679	04/14/2025	Gough, Kari	\$181.10	1189	Printed	Expense	☐		
245813680	04/14/2025	Guzman, Ivonne J	\$61.88	1189	Printed	Expense	☐		
245813681	04/14/2025	Hagar, Kimberly S	\$36.68	1189	Printed	Expense	☐		
245813682	04/14/2025	Holt, Shari M	\$24.36	1189	Printed	Expense	☐		
245813683	04/14/2025	Horton'S Of La Grange	\$27.97	1189	Printed	Expense	☐		
245813684	04/14/2025	Jelinek, Katelyn	\$74.06	1189	Printed	Expense	☐		
245813685	04/14/2025	Jennifer A Maulding	\$412.50	1189	Printed	Expense	☐		
245813686	04/14/2025	Julianne Wojtowicz	\$44.52	1189	Printed	Expense	☐		
245813687	04/14/2025	Laura Kostomiris	\$110.00	1189	Printed	Expense	☐		
245813688	04/14/2025	Laurie Waldeck	\$591.25	1189	Printed	Expense	☐		
245813689	04/14/2025	LMByrne, Ltd.	\$1,150.00	1189	Printed	Expense	☐		

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 4/14/2025
From Check: 245813643
From Voucher: 1189

To Date: 4/14/2025
To Check: 245813721
To Voucher: 1189

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245813690	04/14/2025	Lyons Township High School	\$1,713.48	1189	Printed	Expense	☐		
245813691	04/14/2025	Maulding, Jen	\$302.50	1189	Printed	Expense	☐		
245813692	04/14/2025	Meyer, Judith	\$8.96	1189	Printed	Expense	☐		
245813693	04/14/2025	Mussallem, Ashley R	\$87.08	1189	Printed	Expense	☐		
245813694	04/14/2025	Nick, Jamie S	\$24.57	1189	Printed	Expense	☐		
245813695	04/14/2025	Omni Group (The)	\$21.50	1189	Printed	Expense	☐		
245813696	04/14/2025	Orizaba, Dania J	\$87.64	1189	Printed	Expense	☐		
245813697	04/14/2025	Pace Van Pool	\$300.00	1189	Printed	Expense	☐		
245813698	04/14/2025	Personnel Planners	\$450.00	1189	Printed	Expense	☐		
245813699	04/14/2025	Pineda, Marisol	\$25.00	1189	Printed	Expense	☐		
245813700	04/14/2025	Priority Print	\$74.50	1189	Printed	Expense	☐		
245813701	04/14/2025	Quadient Leasing	\$669.81	1189	Printed	Expense	☐		
245813702	04/14/2025	Rcm Data Corp.	\$626.33	1189	Printed	Expense	☐		
245813703	04/14/2025	Rice, Carolanne M	\$24.92	1189	Printed	Expense	☐		
245813704	04/14/2025	Rickelman, Donna	\$71.82	1189	Printed	Expense	☐		
245813705	04/14/2025	Romero, Maria E	\$229.00	1189	Printed	Expense	☐		
245813706	04/14/2025	S&S Worldwide	\$151.53	1189	Printed	Expense	☐		
245813707	04/14/2025	Sandra Aguirre Lievano	\$240.00	1189	Printed	Expense	☐		
245813708	04/14/2025	Schultz, Kimberly A	\$35.14	1189	Printed	Expense	☐		
245813709	04/14/2025	Searcy Medical Solutions, Inc	\$88.00	1189	Printed	Expense	☐		
245813710	04/14/2025	Signore , Gina	\$37.73	1189	Printed	Expense	☐		
245813711	04/14/2025	Sypkens, Maureen B	\$175.91	1189	Printed	Expense	☐		
245813712	04/14/2025	Tower Garden	\$21.00	1189	Printed	Expense	☐		
245813713	04/14/2025	Urso, Jacquelyn S	\$440.00	1189	Printed	Expense	☐		

373

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 4/14/2025
From Check: 245813643
From Voucher: 1189

To Date: 4/14/2025
To Check: 245813721
To Voucher: 1189

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245813714	04/14/2025	Village Of La Grange	\$230.31	1189	Printed	Expense	☐		
245813715	04/14/2025	Warehouse Direct, Inc.	\$742.55	1189	Printed	Expense	☐		
245813716	04/14/2025	West 40 Intermediate Service Center	\$320.00	1189	Printed	Expense	☐		
245813717	04/14/2025	WEX Bank	\$626.91	1189	Printed	Expense	☐		
245813718	04/14/2025	Williams, Marilou M	\$417.00	1189	Printed	Expense	☐		
245813719	04/14/2025	WM Corporate Services, Inc	\$248.62	1189	Printed	Expense	☐		
245813720	04/14/2025	Wolf, Janet R	\$532.35	1189	Printed	Expense	☐		
245813721	04/14/2025	Yeager, Andrea	\$33.53	1189	Printed	Expense	☐		
Total Amount:			\$174,944.97						
End of Report									

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1199

Voucher Date: 04/28/2025

Prepared By: 

Printed: 04/24/2025 09:05:18 AM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$35,075.95 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

 4/24/2025
Nicholas Peranich Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

Fund	Amount
10 EDUCATION	\$35,075.95
	\$35,075.95

LaGrange Area Dept. of Special Education

Non-Check Batch Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 04/28/2025

To Date:

From Voucher:

To Voucher:

Account: 184641

04/28/2025	Hinsdale High School Dist#86	\$204.95	1199	Posted to G/L AP	☐
04/28/2025	Hinsdale High School Dist#86	\$1,700.00	1199	Posted to G/L AP	☐
04/28/2025	Burcor Properties	\$2,445.00	1199	Posted to G/L AP	☐
04/28/2025	Holy Guardian Angels Parish	\$4,537.15	1199	Posted to G/L AP	☐
04/28/2025	Holy Guardian Angels Parish	\$13,611.47	1199	Posted to G/L AP	☐
04/28/2025	ProCare Therapy	\$12,577.38	1199	Posted to G/L AP	☐

Total for Fund:

6

Total Amount:

\$35,075.95

Total Amount:

\$35,075.95

End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1200

Voucher Date: 04/28/2025

Prepared By:

Printed: 04/24/2025 10:23:04 AM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$97,908.58 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

 4/24/2025
Nicholas Peranich Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

Fund	Amount
10 EDUCATION	\$97,908.58
	<u>\$97,908.58</u>

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 4/28/2025
From Check: 245813722
From Voucher: 1200

To Date: 4/28/2025
To Check: 245813811
To Voucher: 1200

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245813722	04/28/2025	Albertsons Safeway	\$556.84	1200	Printed	Expense	☐		
245813723	04/28/2025	Amalidosan, Delphine	\$120.00	1200	Printed	Expense	☐		
245813724	04/28/2025	Amazon Capital Services	\$9,223.40	1200	Printed	Expense	☐		
245813725	04/28/2025	Ambuehl, Ellen W	\$120.00	1200	Printed	Expense	☐		
245813726	04/28/2025	Apple Computer	\$7,005.90	1200	Printed	Expense	☐		
245813727	04/28/2025	Baranski, Kristen L	\$174.61	1200	Printed	Expense	☐		
245813728	04/28/2025	Bd Of Ed #102	\$120.28	1200	Printed	Expense	☐		
245813729	04/28/2025	Bd Of Ed #103	\$6,098.72	1200	Printed	Expense	☐		
245813730	04/28/2025	Bd Of Ed #107	\$477.28	1200	Printed	Expense	☐		
245813731	04/28/2025	Bd Of Ed #208	\$1,364.13	1200	Printed	Expense	☐		
245813732	04/28/2025	Bd Of Ed #61 Darien	\$6,146.09	1200	Printed	Expense	☐		
245813733	04/28/2025	Bd Of Ed #62	\$1,353.45	1200	Printed	Expense	☐		
245813734	04/28/2025	Bd Of Ed #92.5	\$22,343.78	1200	Printed	Expense	☐		
245813735	04/28/2025	Bd Of Ed #94	\$1,552.79	1200	Printed	Expense	☐		
245813736	04/28/2025	Bd Of Ed #95	\$244.89	1200	Printed	Expense	☐		
245813737	04/28/2025	Bd Of Ed Dist#105	\$521.50	1200	Printed	Expense	☐		
245813738	04/28/2025	Bd Of Ed Dist#96	\$2,716.86	1200	Printed	Expense	☐		
245813739	04/28/2025	Boss, Terri J	\$120.00	1200	Printed	Expense	☐		
245813740	04/28/2025	Bridges Language Training & Staffing Co.	\$127.30	1200	Printed	Expense	☐		
245813741	04/28/2025	BrightStar Care	\$3,888.00	1200	Printed	Expense	☐		
245813742	04/28/2025	Brookfield Zoo Chicago	\$25.00	1200	Printed	Expense	☐		
245813743	04/28/2025	Brunswick, Wendy S	\$120.00	1200	Printed	Expense	☐		
245813744	04/28/2025	Bylsma, Karen	\$120.00	1200	Printed	Expense	☐		

378

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 4/28/2025
From Check: 245813722
From Voucher: 1200

To Date: 4/28/2025
To Check: 245813811
To Voucher: 1200

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245813745	04/28/2025	Caccavale, Jovi L	\$120.00	1200	Printed	Expense	☐		
245813746	04/28/2025	Caden Zane Marshall	\$385.00	1200	Printed	Expense	☐		
245813747	04/28/2025	Cameron, Jennifer L	\$120.00	1200	Printed	Expense	☐		
245813748	04/28/2025	Canon Solutions America	\$1,528.96	1200	Printed	Expense	☐		
245813749	04/28/2025	Cervenka, Carrie E	\$120.00	1200	Printed	Expense	☐		
245813750	04/28/2025	Colella, Janet A	\$120.00	1200	Printed	Expense	☐		
245813751	04/28/2025	Crisis Prevention Institute	\$2,349.00	1200	Printed	Expense	☐		
245813752	04/28/2025	Dore, Heidi L	\$120.00	1200	Printed	Expense	☐		
245813753	04/28/2025	Duvall, Danika R	\$120.00	1200	Printed	Expense	☐		
245813754	04/28/2025	Embrace Education	\$1,243.77	1200	Printed	Expense	☐		
245813755	04/28/2025	Espinosa, Cynthia A	\$120.00	1200	Printed	Expense	☐		
245813756	04/28/2025	Favela Mata, Isabel	\$120.00	1200	Printed	Expense	☐		
245813757	04/28/2025	First Communications LLC	\$309.02	1200	Printed	Expense	☐		
245813758	04/28/2025	Foster, Laura A	\$120.00	1200	Printed	Expense	☐		
245813759	04/28/2025	Gahl, Rosemary E	\$120.00	1200	Printed	Expense	☐		
245813760	04/28/2025	Gallagher, Susan C	\$120.00	1200	Printed	Expense	☐		
245813761	04/28/2025	Grand Prairie Transit	\$3,550.47	1200	Printed	Expense	☐		
245813762	04/28/2025	Groenendyk, Isaac J	\$120.00	1200	Printed	Expense	☐		
245813763	04/28/2025	Gullapalli, Girija M	\$120.00	1200	Printed	Expense	☐		
245813764	04/28/2025	Irby, Stefanie J	\$120.00	1200	Printed	Expense	☐		
245813765	04/28/2025	Jennifer A Maulding	\$110.00	1200	Printed	Expense	☐		
245813766	04/28/2025	Johnson Controls Security Solutions	\$225.00	1200	Printed	Expense	☐		
245813767	04/28/2025	Katleya Healy	\$80.00	1200	Printed	Expense	☐		
245813768	04/28/2025	King, Marisol K	\$120.00	1200	Printed	Expense	☐		

379

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 4/28/2025
From Check: 245813722
From Voucher: 1200

To Date: 4/28/2025
To Check: 245813811
To Voucher: 1200

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245813769	04/28/2025	Kopchak, Anna K	\$400.00	1200	Printed	Expense	☐		
245813770	04/28/2025	Language Dynamics Group, LLC	\$819.13	1200	Printed	Expense	☐		
245813771	04/28/2025	LMByrne, Ltd.	\$1,150.00	1200	Printed	Expense	☐		
245813772	04/28/2025	Lopez, Gabriela	\$138.27	1200	Printed	Expense	☐		
245813773	04/28/2025	Lyons Township High School	\$1,519.84	1200	Printed	Expense	☐		
245813774	04/28/2025	Lyons, Shannon	\$120.00	1200	Printed	Expense	☐		
245813775	04/28/2025	Marsh, Mary R	\$120.00	1200	Printed	Expense	☐		
245813776	04/28/2025	Maruyama, Blythe J	\$120.00	1200	Printed	Expense	☐		
245813777	04/28/2025	Mary, Mother of Divine Grace	\$6,900.00	1200	Printed	Expense	☐		
245813778	04/28/2025	McCracken, Elizabeth J	\$120.00	1200	Printed	Expense	☐		
245813779	04/28/2025	McCurry, Megan P	\$160.86	1200	Printed	Expense	☐		
245813780	04/28/2025	McDermott, Callan P	\$218.84	1200	Printed	Expense	☐		
245813781	04/28/2025	McMahon, Susan M	\$120.00	1200	Printed	Expense	☐		
245813782	04/28/2025	McManama, Meggan T	\$120.00	1200	Printed	Expense	☐		
245813783	04/28/2025	McPartland, Madeleine F	\$120.00	1200	Printed	Expense	☐		
245813784	04/28/2025	Messina, Kathleen	\$120.00	1200	Printed	Expense	☐		
245813785	04/28/2025	Miller, Brandi	\$120.00	1200	Printed	Expense	☐		
245813786	04/28/2025	Moreno, Melissa L	\$120.00	1200	Printed	Expense	☐		
245813787	04/28/2025	Morfoot, Carrie A	\$932.78	1200	Printed	Expense	☐		
245813788	04/28/2025	Murphy, Donna	\$120.00	1200	Printed	Expense	☐		
245813789	04/28/2025	Nick, Jamie S	\$120.00	1200	Printed	Expense	☐		
245813790	04/28/2025	NobleTec	\$1,188.00	1200	Printed	Expense	☐		
245813791	04/28/2025	Northern Speech Services	\$821.53	1200	Printed	Expense	☐		
245813792	04/28/2025	Peckhart, Melissa	\$120.00	1200	Printed	Expense	☐		

380

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 4/28/2025
From Check: 245813722
From Voucher: 1200

To Date: 4/28/2025
To Check: 245813811
To Voucher: 1200

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245813793	04/28/2025	Pender, Leanne M	\$120.00	1200	Printed	Expense	☐		
245813794	04/28/2025	Rcm Data Corp.	\$88.87	1200	Printed	Expense	☐		
245813795	04/28/2025	Riggi, Joy A	\$120.00	1200	Printed	Expense	☐		
245813796	04/28/2025	Rowe, Julie K	\$120.00	1200	Printed	Expense	☐		
245813797	04/28/2025	S&S Worldwide	\$164.76	1200	Printed	Expense	☐		
245813798	04/28/2025	Safeguard Self Storage	\$1,532.00	1200	Printed	Expense	☐		
245813799	04/28/2025	Schultz, Kimberly A	\$120.00	1200	Printed	Expense	☐		
245813800	04/28/2025	Sliz, Linda A	\$120.00	1200	Printed	Expense	☐		
245813801	04/28/2025	Stoffer, Kellie A	\$120.00	1200	Printed	Expense	☐		
245813802	04/28/2025	Sypkens, Maureen B	\$120.00	1200	Printed	Expense	☐		
245813803	04/28/2025	Tamara Heintz	\$357.50	1200	Printed	Expense	☐		
245813804	04/28/2025	Viswakarma, Sonali	\$120.00	1200	Printed	Expense	☐		
245813805	04/28/2025	Warehouse Direct, Inc.	\$868.16	1200	Printed	Expense	☐		
245813806	04/28/2025	Windy City Music	\$1,406.00	1200	Printed	Expense	☐		
245813807	04/28/2025	Winkler, Allison M	\$120.00	1200	Printed	Expense	☐		
245813808	04/28/2025	Wisser, Riley P	\$120.00	1200	Printed	Expense	☐		
245813809	04/28/2025	Wolf, Janet R	\$120.00	1200	Printed	Expense	☐		
245813810	04/28/2025	Yorke, Jodi L	\$120.00	1200	Printed	Expense	☐		
245813811	04/28/2025	Yurchak, Carol T	\$120.00	1200	Printed	Expense	☐		

Total Amount: \$97,908.58

End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1201

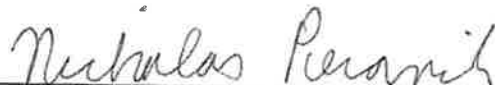
Voucher Date: 04/28/2025

Prepared By:

Printed: 04/24/2025 09:20:53 AM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$25.00 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

 4/24/2025
Nicholas Peranich Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

Fund	Amount
10 EDUCATION	\$25.00
	\$25.00

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 4/28/2025 To Date: 4/28/2025
From Check: 245813812 To Check: 245813812
From Voucher: 1201 To Voucher: 1201

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245813812	04/28/2025	Brookfield Zoo Chicago	\$25.00	1201	Printed	Expense	☐		
Total Amount:			\$25.00						
End of Report									

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1202

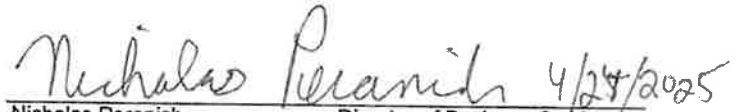
Voucher Date: 04/28/2025

Prepared By:

Printed: 04/24/2025 09:22:20 AM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$25.00 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2024 to June 30, 2025 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.


Nicholas Peranich Director of Business Services 4/28/2025

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

Fund	Amount
10 EDUCATION	\$25.00
	\$25.00

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2024-2025

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 4/28/2025 To Date: 4/28/2025
From Check: 245813813 To Check: 245813813
From Voucher: 1202 To Voucher: 1202

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245813813	04/28/2025	Brookfield Zoo Chicago	\$25.00	1202	Printed	Expense	☐		
Total Amount:			\$25.00						
End of Report									

LaGrange Area Dept. of Special Education

Function Summary - Revenues

From Date: 4/1/2025

To Date: 4/30/2025

Fiscal Year: 2024-2025

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.4.0000.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$11,136.50)	\$11,136.50	\$0.00	\$11,136.50	0.00%
10.4.1300.0000.000.0000	UNDESIGNATED	\$0.00	(\$729,567.01)	(\$25,327,913.34)	\$25,327,913.34	\$0.00	\$25,327,913.34	0.00%
10.4.1400.0000.000.0000	UNDESIGNATED	\$0.00	(\$54,726.32)	(\$223,794.74)	\$223,794.74	\$0.00	\$223,794.74	0.00%
10.4.1500.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$119,004.51)	\$119,004.51	\$0.00	\$119,004.51	0.00%
10.4.1900.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	\$3.85	(\$3.85)	\$0.00	(\$3.85)	0.00%
10.4.2200.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$280.00)	\$280.00	\$0.00	\$280.00	0.00%
10.4.3100.0000.000.0000	UNDESIGNATED	\$0.00	(\$150,010.00)	(\$1,350,090.00)	\$1,350,090.00	\$0.00	\$1,350,090.00	0.00%
10.4.3500.0000.000.0000	UNDESIGNATED	\$0.00	(\$19,391.29)	(\$58,680.74)	\$58,680.74	\$0.00	\$58,680.74	0.00%
10.4.3700.0000.000.0000	UNDESIGNATED	\$0.00	(\$49,162.00)	(\$491,660.00)	\$491,660.00	\$0.00	\$491,660.00	0.00%
10.4.4500.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$383,988.85)	\$383,988.85	\$0.00	\$383,988.85	0.00%
10.4.4900.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$740,567.29)	\$740,567.29	\$0.00	\$740,567.29	0.00%
	FUND: EDUCATION - 10	\$0.00	(\$1,002,856.62)	(\$28,707,112.12)	\$28,707,112.12	\$0.00	\$28,707,112.12	0.00%
20.4.1500.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$435.39)	\$435.39	\$0.00	\$435.39	0.00%
20.4.3900.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$9,000.00)	\$9,000.00	\$0.00	\$9,000.00	0.00%
	FUND: OPERATIONS & MAINTENANCE - 20	\$0.00	\$0.00	(\$9,435.39)	\$9,435.39	\$0.00	\$9,435.39	0.00%
99.4.1300.0000.000.0000	UNDESIGNATED	\$0.00	(\$164.10)	(\$580.66)	\$580.66	\$0.00	\$580.66	0.00%
99.4.1500.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$447.62)	\$447.62	\$0.00	\$447.62	0.00%
	FUND: ACTIVITY FUND - SHREDDER WORKS - 99	\$0.00	(\$164.10)	(\$1,028.28)	\$1,028.28	\$0.00	\$1,028.28	0.00%
Grand Total:		\$0.00	(\$1,003,020.72)	(\$28,717,575.79)	\$28,717,575.79	\$0.00	\$28,717,575.79	0.00%

End of Report

LaGrange Area Dept. of Special Education

Monthly Revenues

Fiscal Year: 2024-2025

From Date: 4/1/2025

To Date: 4/30/2025

☐ Subtotal by Collapse Mask
 ☐ Include pre encumbrance
 ☐ Print accounts with zero balance
 ☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.4.0000.0000.000.1000	UNDESIGNATED	\$0.00	\$0.00	(\$220.00)	\$220.00	\$0.00	\$220.00	0.00%
10.4.0000.0000.000.4000	UNDESIGNATED	\$0.00	\$0.00	(\$10,916.50)	\$10,916.50	\$0.00	\$10,916.50	0.00%
10.4.1993.0000.000.4000	E-Rate	\$0.00	\$0.00	\$5,458.25	(\$5,458.25)	\$0.00	(\$5,458.25)	0.00%
10.4.4950.0000.000.6110	DHS STEP	\$0.00	\$0.00	(\$295,800.00)	\$295,800.00	\$0.00	\$295,800.00	0.00%
10.4.4998.0000.000.4993	FEDERAL OTHER	\$0.00	\$0.00	(\$120,293.00)	\$120,293.00	\$0.00	\$120,293.00	0.00%
10.4.1342.0000.100.1000	SCHOOL TUITION	\$0.00	(\$82,599.64)	(\$1,729,013.86)	\$1,729,013.86	\$0.00	\$1,729,013.86	0.00%
10.4.1510.0000.100.1000	INTEREST	\$0.00	\$0.00	(\$119,004.51)	\$119,004.51	\$0.00	\$119,004.51	0.00%
10.4.3110.0000.100.2000	PERSONNEL REIMBURSEMENT	\$0.00	(\$150,010.00)	(\$1,350,090.00)	\$1,350,090.00	\$0.00	\$1,350,090.00	0.00%
10.4.3510.0000.100.2000	TRANSPORTION REIMBURSEMENT	\$0.00	(\$9,307.82)	(\$28,166.76)	\$28,166.76	\$0.00	\$28,166.76	0.00%
10.4.4900.0000.100.4000	MEDICAID OUTREACH	\$0.00	\$0.00	(\$324,474.29)	\$324,474.29	\$0.00	\$324,474.29	0.00%
10.4.1342.0000.300.1000	SCHOOL TUITION	\$0.00	(\$386,902.81)	(\$11,024,461.63)	\$11,024,461.63	\$0.00	\$11,024,461.63	0.00%
10.4.1342.0000.300.1020	SCHOOL TUITION	\$0.00	\$0.00	\$539.96	(\$539.96)	\$0.00	(\$539.96)	0.00%
10.4.1999.0000.300.1000	MISC REVENUES	\$0.00	\$0.00	(\$5,454.40)	\$5,454.40	\$0.00	\$5,454.40	0.00%
10.4.1342.0000.430.1000	SCHOOL TUITION	\$0.00	\$0.00	(\$40,471.20)	\$40,471.20	\$0.00	\$40,471.20	0.00%
10.4.1342.0000.436.1000	SCHOOL TUITION	\$0.00	(\$152,199.40)	(\$6,225,710.79)	\$6,225,710.79	\$0.00	\$6,225,710.79	0.00%
10.4.1342.0000.440.1000	ECE Classroom	\$0.00	(\$35,628.86)	(\$143,174.74)	\$143,174.74	\$0.00	\$143,174.74	0.00%
10.4.1342.0000.445.1000	SCHOOL TUITION	\$0.00	(\$14,434.70)	(\$120,151.17)	\$120,151.17	\$0.00	\$120,151.17	0.00%
10.4.1342.0000.453.1000	SCHOOL TUITION	\$0.00	(\$48,255.86)	(\$2,056,565.52)	\$2,056,565.52	\$0.00	\$2,056,565.52	0.00%
10.4.1342.0000.454.1000	SCHOOL TUITION	\$0.00	\$0.00	(\$124,214.12)	\$124,214.12	\$0.00	\$124,214.12	0.00%
10.4.1342.0000.454.1020	SCHOOL TUITION	\$0.00	\$0.00	\$3,293.72	(\$3,293.72)	\$0.00	(\$3,293.72)	0.00%
10.4.1342.0000.455.1000	ED HS	\$0.00	\$0.00	(\$749,800.58)	\$749,800.58	\$0.00	\$749,800.58	0.00%
10.4.1322.0000.470.1000	SUMMER TUITION	\$0.00	\$0.00	(\$492,297.90)	\$492,297.90	\$0.00	\$492,297.90	0.00%
10.4.1342.0000.542.1000	SCHOOL TUITION	\$0.00	(\$8,045.74)	(\$2,534,323.37)	\$2,534,323.37	\$0.00	\$2,534,323.37	0.00%
10.4.1342.0000.542.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$14,365.65)	\$14,365.65	\$0.00	\$14,365.65	0.00%
10.4.3510.0000.542.2000	TRANSPORTION REIMBURSEMENT	\$0.00	(\$10,083.47)	(\$30,513.98)	\$30,513.98	\$0.00	\$30,513.98	0.00%
10.4.1342.0000.571.1000	SCHOOL TUITION	\$0.00	(\$1,500.00)	(\$75,156.49)	\$75,156.49	\$0.00	\$75,156.49	0.00%
10.4.1342.0000.571.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$2,040.00)	\$2,040.00	\$0.00	\$2,040.00	0.00%
10.4.3705.0000.704.2000	PRESCHOOL FOR ALL	\$0.00	(\$49,162.00)	(\$491,660.00)	\$491,660.00	\$0.00	\$491,660.00	0.00%
10.4.2210.4100.901.1100	TRAINING	\$0.00	\$0.00	(\$280.00)	\$280.00	\$0.00	\$280.00	0.00%
10.4.4505.0000.903.6220	UNDESIGNATED	\$0.00	\$0.00	(\$383,988.85)	\$383,988.85	\$0.00	\$383,988.85	0.00%
10.4.1400.3141.903.6100	VOC SPEC PRG	\$0.00	(\$54,726.32)	(\$223,594.74)	\$223,594.74	\$0.00	\$223,594.74	0.00%
10.4.1400.3141.903.6110	STUDENT STIPENDS	\$0.00	\$0.00	(\$200.00)	\$200.00	\$0.00	\$200.00	0.00%
20.4.1510.0000.000.0000	INTEREST	\$0.00	\$0.00	(\$435.39)	\$435.39	\$0.00	\$435.39	0.00%
20.4.3999.0000.000.2000	SMPG	\$0.00	\$0.00	(\$9,000.00)	\$9,000.00	\$0.00	\$9,000.00	0.00%
99.4.1510.0000.000.0000	INTEREST	\$0.00	\$0.00	(\$447.62)	\$447.62	\$0.00	\$447.62	0.00%
99.4.1342.0000.259.1000	UNDESIGNATED	\$0.00	(\$164.10)	(\$580.66)	\$580.66	\$0.00	\$580.66	0.00%
Grand Total:		\$0.00	(\$1,003,020.72)	(\$28,717,575.79)	\$28,717,575.79	\$0.00	\$28,717,575.79	0.00%

End of Report

LaGrange Area Dept. of Special Education

Function Summary - Expenses

From Date: 4/1/2025

To Date: 4/30/2025

Fiscal Year: 2024-2025

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.0400.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$2,655.98)	\$2,655.98	\$0.00	\$2,655.98	0.00%
10.5.1000.0000.000.0000	UNDESIGNATED	\$0.00	\$14,789.09	\$114,706.27	(\$114,706.27)	\$51,181.84	(\$165,888.11)	0.00%
10.5.1200.0000.000.0000	UNDESIGNATED	\$9,826,858.79	\$807,018.51	\$7,191,765.52	\$2,635,093.27	\$2,062,472.55	\$572,620.72	5.83%
10.5.1300.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	\$311,542.66	(\$311,542.66)	\$0.00	(\$311,542.66)	0.00%
10.5.1400.0000.000.0000	UNDESIGNATED	\$805,816.10	\$85,749.94	\$774,372.61	\$31,443.49	\$142,369.98	(\$110,926.49)	-13.77%
10.5.2100.0000.000.0000	UNDESIGNATED	\$15,941,311.67	\$1,447,857.45	\$11,387,174.24	\$4,554,137.43	\$3,869,130.89	\$685,006.54	4.30%
10.5.2200.0000.000.0000	UNDESIGNATED	\$355,012.32	\$17,602.35	\$190,646.32	\$164,366.00	\$20,046.20	\$144,319.80	40.65%
10.5.2300.0000.000.0000	UNDESIGNATED	\$783,255.75	\$28,395.00	\$627,133.93	\$156,121.82	\$53,289.63	\$102,832.19	13.13%
10.5.2400.0000.000.0000	UNDESIGNATED	\$2,031,650.55	\$106,629.38	\$973,651.62	\$1,057,998.93	\$212,522.94	\$845,475.99	41.62%
10.5.2500.0000.000.0000	UNDESIGNATED	\$1,524,346.17	\$86,640.82	\$786,015.22	\$738,330.95	\$33,730.35	\$704,600.60	46.22%
10.5.2600.0000.000.0000	UNDESIGNATED	\$1,053,949.49	\$96,357.77	\$990,174.38	\$63,775.11	\$162,888.92	(\$99,113.81)	-9.40%
10.5.3000.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$207.05)	\$207.05	\$0.00	\$207.05	0.00%
10.5.3700.0000.000.0000	UNDESIGNATED	\$574,000.00	\$144,433.86	\$306,138.76	\$267,861.24	\$0.00	\$267,861.24	46.67%
10.5.4900.0000.000.0000	UNDESIGNATED	\$0.00	\$26,668.55	\$162,378.67	(\$162,378.67)	\$1,169.46	(\$163,548.13)	0.00%
	FUND: EDUCATION - 10	\$32,896,200.84	\$2,862,142.72	\$23,812,837.17	\$9,083,363.67	\$6,608,802.76	\$2,474,560.91	7.52%
20.5.2500.0000.000.0000	UNDESIGNATED	\$0.00	\$1,109.00	\$33,616.06	(\$33,616.06)	\$0.00	(\$33,616.06)	0.00%
	FUND: OPERATIONS & MAINTENANCE - 20	\$0.00	\$1,109.00	\$33,616.06	(\$33,616.06)	\$0.00	(\$33,616.06)	0.00%
Grand Total:		\$32,896,200.84	\$2,863,251.72	\$23,846,453.23	\$9,049,747.61	\$6,608,802.76	\$2,440,944.85	7.42%

End of Report

LaGrange Area Dept. of Special Education

Expenditures by Object

Fiscal Year: 2024-2025

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

From Date: 4/1/2025

To Date: 4/30/2025

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.0.0000.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$2,655.98)	\$2,655.98	\$0.00	\$2,655.98	0.00%
10.0.0000.1000.000.0000	SALARIES, CERTIFIED STAFF	\$11,688,427.15	\$966,015.72	\$8,101,420.94	\$3,587,006.21	\$3,442,152.69	\$144,853.52	1.24%
10.0.0000.1100.000.0000	SALARIES, NON CERTIFIED STAFF	\$11,238,447.82	\$961,814.35	\$8,069,519.02	\$3,168,928.80	\$2,879,765.53	\$289,163.27	2.57%
10.0.0000.1170.000.0000	SALARY-STUDENT	\$15,675.00	\$0.00	\$0.00	\$15,675.00	\$0.00	\$15,675.00	100.00%
10.0.0000.2110.000.0000	TEACHER'S RETIREMENT (TRS)	\$235,614.06	\$16,663.35	\$144,212.15	\$91,401.91	\$8,590.42	\$82,811.49	35.15%
10.0.0000.2120.000.0000	MUNICIPAL RETIREMENT	\$388,169.35	\$7,132.99	\$62,452.80	\$325,716.55	\$3,594.01	\$322,122.54	82.99%
10.0.0000.2130.000.0000	FICA	\$668,087.89	\$54,620.60	\$461,537.10	\$206,550.79	\$27,555.86	\$178,994.93	26.79%
10.0.0000.2140.000.0000	MEDICARE	\$328,108.77	\$26,296.65	\$222,632.84	\$105,475.93	\$13,566.73	\$91,909.20	28.01%
10.0.0000.2210.000.0000	LIFE INSURANCE	\$67,439.00	\$10,183.33	\$33,639.61	\$33,799.39	\$1,350.10	\$32,449.29	48.12%
10.0.0000.2220.000.0000	MEDICAL INSURANCE	\$4,165,915.28	\$398,183.97	\$3,129,272.29	\$1,036,642.99	\$197,260.46	\$839,382.53	20.15%
10.0.0000.2230.000.0000	DENTAL INSURANCE	\$260,700.53	\$23,616.16	\$186,599.68	\$74,100.85	\$11,780.92	\$62,319.93	23.90%
10.0.0000.2240.000.0000	LONGTERM CARE	\$0.00	\$0.00	\$5,894.64	(\$5,894.64)	\$0.00	(\$5,894.64)	0.00%
10.0.0000.2300.000.0000	TUITION REIMBURSEMENT	\$20,000.00	\$0.00	\$10,800.00	\$9,200.00	\$0.00	\$9,200.00	46.00%
10.0.0000.3050.000.0000	APPS AND SOFTWARE	\$57,850.00	\$399.62	\$63,945.31	(\$6,095.31)	\$5,034.69	(\$11,130.00)	-19.24%
10.0.0000.3090.000.0000	Undesignated	\$15,800.00	\$0.00	\$16,516.46	(\$716.46)	\$0.00	(\$716.46)	-4.53%
10.0.0000.3100.000.0000	PROFESSIONAL TECHNICAL SERVICE	\$220,301.70	\$106,734.78	\$698,645.01	(\$478,343.31)	\$2,608.75	(\$480,952.06)	-218.32%
10.0.0000.3120.000.0000	INSERVICE TRAINING-CONSULTANTS	\$36,350.00	\$0.00	\$34,635.50	\$1,714.50	\$0.00	\$1,714.50	4.72%
10.0.0000.3140.000.0000	Undesignated	\$20,671.05	\$0.00	\$18,834.05	\$1,837.00	\$0.00	\$1,837.00	8.89%
10.0.0000.3150.000.0000	LOW INCIDENT DIAGNOSTIC TESTIN	\$1,800.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$1,800.00	100.00%
10.0.0000.3160.000.0000	Undesignated	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.0.0000.3170.000.0000	AUDIT FEE-FINANCIAL	\$155,600.00	\$0.00	\$39,345.00	\$116,255.00	\$0.00	\$116,255.00	74.71%
10.0.0000.3180.000.0000	LEGAL FEE-CONTRACTUAL	\$17,000.00	\$0.00	\$4,912.50	\$12,087.50	\$0.00	\$12,087.50	71.10%
10.0.0000.3190.000.0000	OTHER PROFESSIONAL/TECHNICAL (	\$31,500.00	\$0.00	\$89,724.72	(\$58,224.72)	\$0.00	(\$58,224.72)	-184.84%
10.0.0000.3210.000.0000	PROPERTY SERVICES-DISPOSAL	\$25,500.00	\$3,046.62	\$11,967.38	\$13,532.62	\$0.00	\$13,532.62	53.07%
10.0.0000.3220.000.0000	CUSTODIAL/CLEANING SERVICES	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.0.0000.3230.000.0000	REPAIRS AND MAINTENANCE SERVIC	\$53,050.00	\$6,493.42	\$34,157.91	\$18,892.09	\$0.00	\$18,892.09	35.61%
10.0.0000.3250.000.0000	ROOM RENTALS	\$1,495,217.00	\$52,785.26	\$1,044,363.24	\$450,853.76	\$0.00	\$450,853.76	30.15%
10.0.0000.3310.000.0000	PUPIL TRANSPORTATION	\$52,149.00	\$4,477.38	\$27,539.54	\$24,609.46	\$0.00	\$24,609.46	47.19%
10.0.0000.3320.000.0000	Undesignated	\$92,400.00	\$10,931.15	\$65,898.47	\$26,501.53	\$0.00	\$26,501.53	28.68%
10.0.0000.3390.000.0000	Undesignated	\$80,426.98	\$3,558.55	\$49,254.82	\$31,172.16	\$2,934.18	\$28,237.98	35.11%
10.0.0000.3400.000.0000	COMMUNICATION-TELEPHONE	\$50,160.00	\$4,027.68	\$38,099.36	\$12,060.64	\$1,882.89	\$10,177.75	20.29%
10.0.0000.3500.000.0000	MARKETING	\$14,362.50	\$1,748.69	\$18,306.27	(\$3,943.77)	\$0.00	(\$3,943.77)	-27.46%
10.0.0000.3600.000.0000	PRINTING AND BINDING	\$1,757.50	\$0.00	\$0.00	\$1,757.50	\$0.00	\$1,757.50	100.00%
10.0.0000.3700.000.0000	PROPERTY SERVICES-WATER SERVIC	\$3,000.00	\$230.31	\$2,098.73	\$901.27	\$0.00	\$901.27	30.04%
10.0.0000.3800.000.0000	UNEMPLOYMENT	\$950.00	\$450.00	\$1,950.00	(\$1,000.00)	\$0.00	(\$1,000.00)	-105.26%
10.0.0000.3820.000.0000	SCHOOL BOARD LIABILITY	\$220,500.00	\$0.00	\$219,562.00	\$938.00	\$0.00	\$938.00	0.43%
10.0.0000.3900.000.0000	SOFTWARE LICENSES	\$7,500.00	\$261.89	\$8,662.73	(\$1,162.73)	\$0.00	(\$1,162.73)	-15.50%
10.0.0000.4100.000.0000	OFFICE SUPPLIES LESS \$499	\$197,220.00	\$9,171.69	\$124,220.68	\$72,999.32	\$3,705.04	\$69,294.28	35.14%
10.0.0000.4110.000.0000	Undesignated	\$75,800.00	\$2,278.14	\$61,429.98	\$14,370.02	\$2,716.09	\$11,653.93	15.37%
10.0.0000.4120.000.0000	CLASSROOM MATERIALS 1	\$16,700.00	\$3,515.32	\$19,716.58	(\$3,016.58)	\$557.11	(\$3,573.69)	-21.40%
10.0.0000.4130.000.0000	CLASSROOM MATERIALS 11	\$20,000.00	\$211.79	\$15,434.99	\$4,565.01	\$380.93	\$4,184.08	20.92%
10.0.0000.4190.000.0000	Undesignated	\$600.00	\$0.00	\$0.00	\$600.00	\$0.00	\$600.00	100.00%
10.0.0000.4300.000.0000	LIBRARY BOOKS	\$3,750.00	\$0.00	\$722.16	\$3,027.84	\$137.42	\$2,890.42	77.08%
10.0.0000.4600.000.0000	ELECTRICITY	\$34,206.26	\$5,226.99	\$30,867.13	\$3,339.13	\$0.00	\$3,339.13	9.76%
10.0.0000.4700.000.0000	SYSTEMS SOFTWARE	\$2,250.00	\$939.99	\$5,278.75	(\$3,028.75)	\$0.00	(\$3,028.75)	-134.61%
10.0.0000.5400.000.0000	EQUIPMENT OVER \$5,000	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	100.00%
10.0.0000.6400.000.0000	DUES AND FEES	\$38,834.00	\$849.60	\$32,336.58	\$6,497.42	\$0.00	\$6,497.42	16.73%
10.0.0000.6600.000.0000	FLOW THOUGH	\$566,000.00	\$168,886.81	\$441,171.49	\$124,828.51	\$0.00	\$124,828.51	22.05%
10.0.0000.7000.000.0000	EQUIPMENT \$500 TO \$4999	\$175,910.00	\$11,389.92	\$167,914.74	\$7,995.26	\$3,228.94	\$4,766.32	2.71%
	FUND: EDUCATION - 10	\$32,896,200.84	\$2,862,142.72	\$23,812,837.17	\$9,083,363.67	\$6,608,802.76	\$2,474,560.91	7.52%

LaGrange Area Dept. of Special Education

Expenditures by Object

Fiscal Year: 2024-2025

- ☐ Subtotal by Collapse Mask
- ☐ Include pre encumbrance
- ☐ Print accounts with zero balance
- ☒ Filter Encumbrance Detail by Date Range
- ☐ Exclude Inactive Accounts with zero balance

From Date: 4/1/2025 To Date: 4/30/2025

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
20.0.0000.3190.000.0000	OTHER PROFESSIONAL/TECHNICAL (	\$0.00	\$1,109.00	\$32,659.50	(\$32,659.50)	\$0.00	(\$32,659.50)	0.00%
20.0.0000.3230.000.0000	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$956.56	(\$956.56)	\$0.00	(\$956.56)	0.00%
	FUND: OPERATIONS & MAINTENANCE - 20	\$0.00	\$1,109.00	\$33,616.06	(\$33,616.06)	\$0.00	(\$33,616.06)	0.00%
Grand Total:		\$32,896,200.84	\$2,863,251.72	\$23,846,453.23	\$9,049,747.61	\$6,608,802.76	\$2,440,944.85	7.42%

End of Report

LaGrange Area Dept. of Special Education

Monthly Expenditures

Fiscal Year: 2024-2025

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

From Date: 4/1/2025

To Date: 4/30/2025

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.0454.0000.000.1100	UNDESIGNATED	\$0.00	\$0.00	(\$2,655.98)	\$2,655.98	\$0.00	\$2,655.98	0.00%
10.5.4900.6600.000.1100	FLOW THOUGH	\$0.00	\$24,875.37	\$147,735.43	(\$147,735.43)	\$0.00	(\$147,735.43)	0.00%
10.5.2210.3098.236.1120	INFINITEC FLOW-THRU	\$0.00	\$0.00	\$30.00	(\$30.00)	\$0.00	(\$30.00)	0.00%
10.5.1200.4100.236.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$9.99	(\$9.99)	\$0.00	(\$9.99)	0.00%
10.5.1200.4118.301.1100	CURRICULUM	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
10.5.2630.7000.301.1100	EQUIPMENT \$500 TO \$4999	\$850.00	\$0.00	\$0.00	\$850.00	\$0.00	\$850.00	100.00%
10.5.2110.3100.302.1100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$1,233.09	(\$1,233.09)	\$0.00	(\$1,233.09)	0.00%
10.5.2410.3100.302.1100	PROFESSIONAL TECHNICAL SERVICE	\$1,451.70	\$0.00	\$639.60	\$812.10	\$0.00	\$812.10	55.94%
10.5.2630.3230.302.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.1200.3399.302.1100	TRAVEL LOCAL MILEAGE	\$56.98	\$0.00	\$0.00	\$56.98	\$0.00	\$56.98	100.00%
10.5.1200.4100.302.1100	OFFICE SUPPLIES LESS \$499	\$500.00	\$246.22	\$246.22	\$253.78	\$0.00	\$253.78	50.76%
10.5.2630.7000.302.1100	EQUIPMENT \$500 TO \$4999	\$2,400.00	\$0.00	\$2,697.00	(\$297.00)	\$0.00	(\$297.00)	-12.38%
10.5.1322.1000.318.1110	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$16,390.00	(\$16,390.00)	\$0.00	(\$16,390.00)	0.00%
10.5.1322.1000.318.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$10,300.00	(\$10,300.00)	\$0.00	(\$10,300.00)	0.00%
10.5.1322.1100.318.1110	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$2,750.00	(\$2,750.00)	\$0.00	(\$2,750.00)	0.00%
10.5.1322.1100.318.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$7,920.00	(\$7,920.00)	\$0.00	(\$7,920.00)	0.00%
10.5.1322.2110.318.1110	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$204.88	(\$204.88)	\$0.00	(\$204.88)	0.00%
10.5.1322.2110.318.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$83.38	(\$83.38)	\$0.00	(\$83.38)	0.00%
10.5.1322.2120.318.1110	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$46.83	(\$46.83)	\$0.00	(\$46.83)	0.00%
10.5.1322.2120.318.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$82.90	(\$82.90)	\$0.00	(\$82.90)	0.00%
10.5.1322.2130.318.1110	FICA	\$0.00	\$0.00	\$170.50	(\$170.50)	\$0.00	(\$170.50)	0.00%
10.5.1322.2130.318.1111	FICA	\$0.00	\$0.00	\$491.04	(\$491.04)	\$0.00	(\$491.04)	0.00%
10.5.1322.2140.318.1110	MEDICARE	\$0.00	\$0.00	\$277.55	(\$277.55)	\$0.00	(\$277.55)	0.00%
10.5.1322.2140.318.1111	MEDICARE	\$0.00	\$0.00	\$264.21	(\$264.21)	\$0.00	(\$264.21)	0.00%
10.5.2130.2140.320.1100	MEDICARE	\$0.00	\$0.00	\$0.74	(\$0.74)	\$0.00	(\$0.74)	0.00%
10.5.2130.3100.320.1100	PROFESSIONAL TECHNICAL SERVICE	\$500.00	\$0.00	\$12,120.00	(\$11,620.00)	\$0.00	(\$11,620.00)	-2324.00%
10.5.2130.3107.320.1020	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$1,728.00	(\$1,728.00)	\$0.00	(\$1,728.00)	0.00%
10.5.2130.3107.320.1100	CONTRACTUAL SERVICES	\$0.00	\$89,038.19	\$421,860.23	(\$421,860.23)	\$0.00	(\$421,860.23)	0.00%
10.5.2130.3400.320.1100	COMMUNICATION-TELEPHONE	\$0.00	\$0.00	\$51.08	(\$51.08)	\$0.00	(\$51.08)	0.00%
10.5.2130.4100.320.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$32.40	(\$32.40)	\$0.00	(\$32.40)	0.00%
10.5.2130.4100.320.1100	OFFICE SUPPLIES LESS \$499	\$5,000.00	\$963.65	\$1,330.84	\$3,669.16	\$0.00	\$3,669.16	73.38%
10.5.2630.7000.320.1100	EQUIPMENT \$500 TO \$4999	\$3,000.00	\$0.00	\$2,096.00	\$904.00	\$0.00	\$904.00	30.13%
10.5.2630.3050.321.1100	APPS AND SOFTWARE	\$400.00	\$0.00	\$99.45	\$300.55	\$0.00	\$300.55	75.14%
10.5.2131.3100.321.1100	PROFESSIONAL TECHNICAL SERVICE	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.5.2131.3107.321.1100	CONTRACTUAL SERVICES	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	100.00%
10.5.2630.3230.321.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2570.3250.321.1100	ROOM RENTALS	\$2,250.00	\$673.76	\$7,240.76	(\$4,990.76)	\$0.00	(\$4,990.76)	-221.81%
10.5.2131.3399.321.1100	TRAVEL LOCAL MILEAGE	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.1200.4100.321.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$29.96	(\$29.96)	\$0.00	(\$29.96)	0.00%
10.5.2131.4100.321.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$64.99	(\$64.99)	\$0.00	(\$64.99)	0.00%
10.5.2131.4100.321.1100	OFFICE SUPPLIES LESS \$499	\$5,500.00	\$961.10	\$3,891.80	\$1,608.20	\$0.00	\$1,608.20	29.24%
10.5.2630.7000.321.1100	EQUIPMENT \$500 TO \$4999	\$14,000.00	\$0.00	\$14,192.00	(\$192.00)	\$0.00	(\$192.00)	-1.37%
10.5.2140.3100.323.1100	PROFESSIONAL TECHNICAL SERVICE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2630.3230.323.1100	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$71.97	\$71.97	(\$71.97)	\$0.00	(\$71.97)	0.00%
10.5.2140.4100.323.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$808.85	(\$808.85)	\$0.00	(\$808.85)	0.00%
10.5.2140.4100.323.1100	OFFICE SUPPLIES LESS \$499	\$18,000.00	\$3,004.62	\$17,921.16	\$78.84	\$0.00	\$78.84	0.44%
10.5.2140.7000.323.1100	EQUIPMENT \$500 TO \$4999	\$10,000.00	\$0.00	\$1,936.55	\$8,063.45	\$0.00	\$8,063.45	80.63%
10.5.2630.7000.323.1100	EQUIPMENT \$500 TO \$4999	\$5,400.00	\$1,638.00	\$6,799.49	(\$1,399.49)	\$0.00	(\$1,399.49)	-25.92%
10.5.2630.3050.324.1100	APPS AND SOFTWARE	\$150.00	\$0.00	\$318.40	(\$168.40)	\$0.00	(\$168.40)	-112.27%
10.5.2132.3100.324.1100	PROFESSIONAL TECHNICAL SERVICE	\$10,250.00	391	\$0.00	\$0.00	\$0.00	\$10,250.00	100.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

Fiscal Year: 2024-2025

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

From Date: 4/1/2025

To Date: 4/30/2025

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2630.3230.324.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,000.00	\$1,138.00	\$1,792.75	\$207.25	\$0.00	\$207.25	10.36%
10.5.2570.3250.324.1100	ROOM RENTALS	\$6,000.00	\$551.44	\$4,936.44	\$1,063.56	\$0.00	\$1,063.56	17.73%
10.5.2132.3399.324.1100	TRAVEL LOCAL MILEAGE	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
10.5.2132.4100.324.1100	OFFICE SUPPLIES LESS \$499	\$4,500.00	\$716.21	\$1,596.88	\$2,903.12	\$0.00	\$2,903.12	64.51%
10.5.2210.6400.324.1100	DUES AND FEES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2132.7000.324.1100	EQUIPMENT \$500 TO \$4999	\$4,880.00	\$0.00	\$0.00	\$4,880.00	\$0.00	\$4,880.00	100.00%
10.5.2630.7000.324.1100	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$3,564.00	(\$3,564.00)	\$0.00	(\$3,564.00)	0.00%
10.5.2630.3050.326.1100	APPS AND SOFTWARE	\$1,000.00	\$0.00	\$1,318.40	(\$318.40)	\$0.00	(\$318.40)	-31.84%
10.5.2150.3107.326.1100	CONTRACTUAL SERVICES	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	100.00%
10.5.2630.3230.326.1020	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$259.00	(\$259.00)	\$0.00	(\$259.00)	0.00%
10.5.2630.3230.326.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2150.3399.326.1100	TRAVEL LOCAL MILEAGE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2150.4100.326.1100	OFFICE SUPPLIES LESS \$499	\$2,500.00	\$0.00	\$206.26	\$2,293.74	\$8.99	\$2,284.75	91.39%
10.5.2150.4118.326.1100	CURRICULUM	\$5,000.00	\$1,504.59	\$5,201.27	(\$201.27)	\$568.09	(\$769.36)	-15.39%
10.5.2630.7000.326.1100	EQUIPMENT \$500 TO \$4999	\$17,500.00	\$0.00	\$19,693.50	(\$2,193.50)	\$0.00	(\$2,193.50)	-12.53%
10.5.1200.1105.333.1100	STIPENDS- NON CERTIFIED	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$7,000.00	100.00%
10.5.1020.1000.360.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$210.00	\$2,541.00	(\$2,541.00)	\$0.00	(\$2,541.00)	0.00%
10.5.1020.2140.360.1100	MEDICARE	\$0.00	\$3.05	\$36.86	(\$36.86)	\$0.00	(\$36.86)	0.00%
10.5.1020.3399.360.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$8.96	\$120.18	(\$120.18)	\$0.00	(\$120.18)	0.00%
10.5.1200.3100.430.4993	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$10,090.00	(\$10,090.00)	\$0.00	(\$10,090.00)	0.00%
10.5.2550.3100.430.1100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$140.00	(\$140.00)	\$0.00	(\$140.00)	0.00%
10.5.2630.3150.430.1100	LOW INCIDENT DIAGNOSTIC TESTIN	\$1,800.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$1,800.00	100.00%
10.5.1200.3196.430.1100	CONTRACTUAL RELATED SERVICES	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$0.00	0.00%
10.5.2630.3230.430.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,350.00	\$1,138.00	\$1,168.50	\$181.50	\$0.00	\$181.50	13.44%
10.5.2570.3250.430.1100	ROOM RENTALS	\$286,800.00	\$4,140.00	\$41,493.74	\$245,306.26	\$0.00	\$245,306.26	85.53%
10.5.2570.3251.430.1100	COPIER RENTAL	\$0.00	\$347.51	\$1,681.02	(\$1,681.02)	\$0.00	(\$1,681.02)	0.00%
10.5.2550.3310.430.1100	PUPIL TRANSPORTATION	\$9,050.00	\$408.10	\$3,344.96	\$5,705.04	\$0.00	\$5,705.04	63.04%
10.5.1200.3399.430.1100	TRAVEL LOCAL MILEAGE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.1200.4100.430.1100	OFFICE SUPPLIES LESS \$499	\$11,800.00	\$1,652.33	\$6,731.87	\$5,068.13	\$0.00	\$5,068.13	42.95%
10.5.1200.4104.430.1100	INK	\$5,000.00	\$1,229.39	\$2,572.10	\$2,427.90	\$535.85	\$1,892.05	37.84%
10.5.1200.4118.430.1100	CURRICULUM	\$37,000.00	\$0.00	\$31,956.90	\$5,043.10	\$0.00	\$5,043.10	13.63%
10.5.1200.4120.430.1100	CLASSROOM MATERIALS 1	\$800.00	\$760.12	\$848.24	(\$48.24)	\$0.00	(\$48.24)	-6.03%
10.5.1200.4121.430.1100	CLASSROOM MATERIALS 2	\$800.00	\$0.00	\$802.44	(\$2.44)	\$0.00	(\$2.44)	-0.31%
10.5.1200.4122.430.1100	CLASSROOM MATERIALS 3	\$800.00	\$183.72	\$518.18	\$281.82	\$0.00	\$281.82	35.23%
10.5.1200.4123.430.1100	CLASSROOM MATERIALS 4	\$800.00	\$0.00	\$759.07	\$40.93	\$0.00	\$40.93	5.12%
10.5.1200.4124.430.1100	CLASSROOM MATERIALS 5	\$800.00	\$0.00	\$597.47	\$202.53	\$0.00	\$202.53	25.32%
10.5.1200.4125.430.1100	CLASSROOM MATERIALS 6	\$800.00	\$0.00	\$781.69	\$18.31	\$96.20	(\$77.89)	-9.74%
10.5.1200.4126.430.1100	CLASSROOM MATERIALS 7	\$800.00	\$226.84	\$713.89	\$86.11	\$0.00	\$86.11	10.76%
10.5.1200.4127.430.1100	CLASSROOM MATERIALS 8	\$800.00	\$470.14	\$470.14	\$329.86	\$231.91	\$97.95	12.24%
10.5.1200.4128.430.1100	CLASSROOM MATERIALS 9	\$1,000.00	\$86.26	\$643.50	\$356.50	\$0.00	\$356.50	35.65%
10.5.1200.4129.430.1100	CLASSROOM MATERIALS 10	\$800.00	\$245.78	\$623.15	\$176.85	\$0.00	\$176.85	22.11%
10.5.1200.4130.430.1100	CLASSROOM MATERIALS 11	\$5,000.00	\$0.00	\$4,515.21	\$484.79	\$380.93	\$103.86	2.08%
10.5.1200.4131.430.1100	CLASSROOM MATERIALS 12	\$5,000.00	\$0.00	\$4,982.12	\$17.88	\$0.00	\$17.88	0.36%
10.5.1200.4132.430.1100	CLASSROOM MATERIALS 13	\$5,000.00	\$211.79	\$5,345.40	(\$345.40)	\$0.00	(\$345.40)	-6.91%
10.5.1200.4133.430.1100	CLASSROOM MATERIALS 14	\$5,000.00	\$0.00	\$534.36	\$4,465.64	\$0.00	\$4,465.64	89.31%
10.5.2630.7000.430.1020	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$799.99	(\$799.99)	\$0.00	(\$799.99)	0.00%
10.5.2630.7000.430.1100	EQUIPMENT \$500 TO \$4999	\$27,000.00	\$1,193.86	\$26,865.15	\$134.85	\$0.00	\$134.85	0.50%
10.5.2630.3050.436.1100	APPS AND SOFTWARE	\$2,000.00	\$0.00	\$2,092.00	(\$92.00)	\$0.00	(\$92.00)	-4.60%
10.5.1200.3107.436.1100	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$155.57	(\$155.57)	\$0.00	(\$155.57)	0.00%
10.5.1200.3230.436.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,500.00	392 \$1,209.72	\$1,488.73	\$1,011.27	\$0.00	\$1,011.27	40.45%

LaGrange Area Dept. of Special Education

Monthly Expenditures

Fiscal Year: 2024-2025

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

From Date: 4/1/2025

To Date: 4/30/2025

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2570.3250.436.1020	ROOM RENTALS	\$0.00	\$0.00	\$10,000.00	(\$10,000.00)	\$0.00	(\$10,000.00)	0.00%
10.5.2570.3250.436.1100	ROOM RENTALS	\$220,000.00	\$2,760.00	\$27,693.74	\$192,306.26	\$0.00	\$192,306.26	87.41%
10.5.2570.3251.436.1100	COPIER RENTAL	\$1,500.00	\$278.82	\$2,275.38	(\$775.38)	\$0.00	(\$775.38)	-51.69%
10.5.2550.3310.436.1100	PUPIL TRANSPORTATION	\$6,600.00	\$0.00	\$1,305.92	\$5,294.08	\$0.00	\$5,294.08	80.21%
10.5.1200.3399.436.1100	TRAVEL LOCAL MILEAGE	\$2,250.00	\$0.00	\$47.03	\$2,202.97	\$0.00	\$2,202.97	97.91%
10.5.2570.3400.436.1100	COMMUNICATION-TELEPHONE	\$3,000.00	\$169.41	\$1,380.70	\$1,619.30	\$0.00	\$1,619.30	53.98%
10.5.1200.4100.436.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$409.50	(\$409.50)	\$0.00	(\$409.50)	0.00%
10.5.1200.4100.436.1100	OFFICE SUPPLIES LESS \$499	\$7,000.00	\$393.05	\$4,595.16	\$2,404.84	\$0.00	\$2,404.84	34.35%
10.5.1200.4100.436.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$103.90	(\$103.90)	\$0.00	(\$103.90)	0.00%
10.5.1200.4103.436.1100	MEDICAL SUPPLIES	\$2,500.00	\$0.00	\$1,091.12	\$1,408.88	\$0.00	\$1,408.88	56.36%
10.5.1200.4104.436.1020	INK	\$0.00	\$0.00	\$272.49	(\$272.49)	\$0.00	(\$272.49)	0.00%
10.5.1200.4104.436.1100	INK	\$4,000.00	\$1,002.58	\$2,933.88	\$1,066.12	\$59.59	\$1,006.53	25.16%
10.5.1200.4118.436.1100	CURRICULUM	\$17,000.00	\$0.00	\$12,995.79	\$4,004.21	\$0.00	\$4,004.21	23.55%
10.5.1200.4120.436.1100	CLASSROOM MATERIALS 1	\$800.00	\$150.15	\$673.73	\$126.27	\$0.00	\$126.27	15.78%
10.5.1200.4121.436.1100	CLASSROOM MATERIALS 2	\$800.00	\$0.00	\$813.75	(\$13.75)	\$0.00	(\$13.75)	-1.72%
10.5.1200.4122.436.1100	CLASSROOM MATERIALS 3	\$800.00	\$0.00	\$682.48	\$117.52	\$0.00	\$117.52	14.69%
10.5.1200.4123.436.1100	CLASSROOM MATERIALS 4	\$800.00	\$378.30	\$659.22	\$140.78	\$0.00	\$140.78	17.60%
10.5.1200.4124.436.1100	CLASSROOM MATERIALS 5	\$800.00	\$37.99	\$762.09	\$37.91	\$0.00	\$37.91	4.74%
10.5.1200.4125.436.1100	CLASSROOM MATERIALS 6	\$800.00	\$0.00	\$954.72	(\$154.72)	\$0.00	(\$154.72)	-19.34%
10.5.1200.4126.436.1100	CLASSROOM MATERIALS 7	\$800.00	\$282.32	\$560.20	\$239.80	\$0.00	\$239.80	29.98%
10.5.1200.4127.436.1100	CLASSROOM MATERIALS 8	\$800.00	\$238.31	\$652.51	\$147.49	\$0.00	\$147.49	18.44%
10.5.1200.4128.436.1100	CLASSROOM MATERIALS 9	\$800.00	\$316.29	\$603.25	\$196.75	\$0.00	\$196.75	24.59%
10.5.1200.4129.436.1100	CLASSROOM MATERIALS 10	\$800.00	\$0.00	\$293.79	\$506.21	\$0.00	\$506.21	63.28%
10.5.2210.6400.436.1100	DUES AND FEES	\$425.00	\$0.00	\$0.00	\$425.00	\$0.00	\$425.00	100.00%
10.5.1200.7000.436.1100	EQUIPMENT \$500 TO \$4999	\$8,400.00	\$0.00	\$2,882.74	\$5,517.26	\$0.00	\$5,517.26	65.68%
10.5.1200.7000.436.4993	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$13,485.56	(\$13,485.56)	\$0.00	(\$13,485.56)	0.00%
10.5.2630.7000.436.1100	EQUIPMENT \$500 TO \$4999	\$9,300.00	\$577.33	\$9,756.03	(\$456.03)	\$0.00	(\$456.03)	-4.90%
10.5.2210.2110.440.4993	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$9.74	(\$9.74)	\$0.00	(\$9.74)	0.00%
10.5.2210.2140.440.4993	MEDICARE	\$0.00	\$0.00	\$11.31	(\$11.31)	\$0.00	(\$11.31)	0.00%
10.5.2210.3120.440.4993	INSERVICE TRAINING-CONSULTANTS	\$0.00	\$0.00	\$780.00	(\$780.00)	\$0.00	(\$780.00)	0.00%
10.5.2630.3230.440.1100	REPAIRS AND MAINTENANCE SERVIC	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2570.3250.440.1100	ROOM RENTALS	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	100.00%
10.5.1200.3399.440.1100	TRAVEL LOCAL MILEAGE	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.1200.4100.440.1100	OFFICE SUPPLIES LESS \$499	\$700.00	\$159.02	\$446.29	\$253.71	\$0.00	\$253.71	36.24%
10.5.1200.4104.440.1100	INK	\$500.00	\$15.69	\$73.77	\$426.23	\$0.00	\$426.23	85.25%
10.5.1200.4118.440.1100	CURRICULUM	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.1200.4120.440.1100	CLASSROOM MATERIALS 1	\$500.00	\$139.10	\$303.07	\$196.93	\$229.00	(\$32.07)	-6.41%
10.5.1200.4199.440.1100	PPE/Covid Supplies	\$600.00	\$0.00	\$0.00	\$600.00	\$0.00	\$600.00	100.00%
10.5.2630.7000.440.1100	EQUIPMENT \$500 TO \$4999	\$1,000.00	\$0.00	\$1,397.86	(\$397.86)	\$0.00	(\$397.86)	-39.79%
10.5.2630.3230.445.1100	REPAIRS AND MAINTENANCE SERVIC	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2570.3250.445.1100	ROOM RENTALS	\$27,000.00	\$0.00	\$15,000.00	\$12,000.00	\$0.00	\$12,000.00	44.44%
10.5.2150.3399.445.1100	TRAVEL LOCAL MILEAGE	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.1200.4100.445.1100	OFFICE SUPPLIES LESS \$499	\$2,300.00	\$4,755.61	\$5,624.88	(\$3,324.88)	\$415.63	(\$3,740.51)	-162.63%
10.5.2150.4118.445.1100	CURRICULUM	\$0.00	\$0.00	\$69.75	(\$69.75)	\$0.00	(\$69.75)	0.00%
10.5.2630.7000.445.1100	EQUIPMENT \$500 TO \$4999	\$1,600.00	\$0.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	100.00%
10.5.1200.3196.453.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$31,266.02	(\$31,266.02)	\$0.00	(\$31,266.02)	0.00%
10.5.2630.3230.453.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,000.00	\$39.92	\$39.92	\$1,960.08	\$0.00	\$1,960.08	98.00%
10.5.2570.3250.453.1100	ROOM RENTALS	\$170,000.00	\$30,682.74	\$188,412.40	(\$18,412.40)	\$0.00	(\$18,412.40)	-10.83%
10.5.2570.3251.453.1100	COPIER RENTAL	\$0.00	\$808.81	\$5,792.33	(\$5,792.33)	\$0.00	(\$5,792.33)	0.00%
10.5.2550.3310.453.1100	PUPIL TRANSPORTATION	\$7,200.00	\$1,142.68	\$6,811.19	\$388.81	\$0.00	\$388.81	5.40%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 4/1/2025

To Date: 4/30/2025

Fiscal Year: 2024-2025

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2210.3325.453.1020	CONFERENCE REGISTRATION	\$0.00	\$0.00	\$225.93	(\$225.93)	\$0.00	(\$225.93)	0.00%
10.5.1200.3399.453.1100	TRAVEL LOCAL MILEAGE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2540.3400.453.1100	COMMUNICATION-TELEPHONE	\$0.00	\$0.00	\$385.26	(\$385.26)	\$0.00	(\$385.26)	0.00%
10.5.2570.3400.453.1100	COMMUNICATION-TELEPHONE	\$2,100.00	\$118.60	\$1,581.24	\$518.76	\$0.00	\$518.76	24.70%
10.5.2630.3900.453.1020	SOFTWARE LICENSES	\$0.00	\$0.00	\$56.80	(\$56.80)	\$0.00	(\$56.80)	0.00%
10.5.2630.3900.453.1100	SOFTWARE LICENSES	\$3,000.00	\$261.89	\$2,683.43	\$316.57	\$0.00	\$316.57	10.55%
10.5.1200.4100.453.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$88.41	(\$88.41)	\$0.00	(\$88.41)	0.00%
10.5.1200.4100.453.1100	OFFICE SUPPLIES LESS \$499	\$15,000.00	\$1,859.84	\$16,559.54	(\$1,559.54)	\$0.00	(\$1,559.54)	-10.40%
10.5.1200.4104.453.1100	INK	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.1200.4105.453.1100	STUDENT INCENTIVES	\$4,000.00	\$91.63	\$761.13	\$3,238.87	\$0.00	\$3,238.87	80.97%
10.5.1200.4106.453.1100	STUDENT FOOD/SUPPLIES	\$1,000.00	\$1,475.41	\$2,270.27	(\$1,270.27)	\$0.00	(\$1,270.27)	-127.03%
10.5.1200.4118.453.1100	CURRICULUM	\$8,000.00	\$491.84	\$8,069.41	(\$69.41)	\$2,148.00	(\$2,217.41)	-27.72%
10.5.1200.6400.453.1100	DUES AND FEES	\$6,000.00	\$0.00	\$5,600.00	\$400.00	\$0.00	\$400.00	6.67%
10.5.2630.7000.453.1020	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$494.46	(\$494.46)	\$0.00	(\$494.46)	0.00%
10.5.2630.7000.453.1100	EQUIPMENT \$500 TO \$4999	\$16,000.00	\$4,951.99	\$16,966.27	(\$966.27)	\$0.00	(\$966.27)	-6.04%
10.5.1322.1000.454.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$18,999.49	(\$18,999.49)	\$0.00	(\$18,999.49)	0.00%
10.5.1322.2110.454.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$237.52	(\$237.52)	\$0.00	(\$237.52)	0.00%
10.5.1322.2140.454.1111	MEDICARE	\$0.00	\$0.00	\$270.12	(\$270.12)	\$0.00	(\$270.12)	0.00%
10.5.2410.3100.454.1020	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$176.09	(\$176.09)	\$0.00	(\$176.09)	0.00%
10.5.2410.3100.454.1100	PROFESSIONAL TECHNICAL SERVICE	\$100.00	\$0.00	\$18.03	\$81.97	\$0.00	\$81.97	81.97%
10.5.1200.3399.454.1100	TRAVEL LOCAL MILEAGE	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.5.2570.3400.454.1100	COMMUNICATION-TELEPHONE	\$2,100.00	\$122.36	\$975.69	\$1,124.31	\$0.00	\$1,124.31	53.54%
10.5.1200.4100.454.1100	OFFICE SUPPLIES LESS \$499	\$1,500.00	\$0.00	\$197.68	\$1,302.32	\$0.00	\$1,302.32	86.82%
10.5.2630.7000.454.1100	EQUIPMENT \$500 TO \$4999	\$3,600.00	\$0.00	\$4,112.00	(\$512.00)	\$0.00	(\$512.00)	-14.22%
10.5.2630.3050.455.1100	APPS AND SOFTWARE	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.2540.3104.455.1100	MIS SERVICES	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1200.3196.455.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$27,726.48	(\$27,726.48)	\$0.00	(\$27,726.48)	0.00%
10.5.2540.3210.455.1100	PROPERTY SERVICES-DISPOSAL	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2630.3230.455.1020	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$440.00	(\$440.00)	\$0.00	(\$440.00)	0.00%
10.5.2630.3230.455.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,500.00	\$1,138.00	\$1,213.34	\$286.66	\$0.00	\$286.66	19.11%
10.5.2570.3250.455.1100	ROOM RENTALS	\$72,000.00	\$10,227.56	\$62,804.06	\$9,195.94	\$0.00	\$9,195.94	12.77%
10.5.2570.3251.455.1100	COPIER RENTAL	\$0.00	\$296.59	\$1,957.76	(\$1,957.76)	\$0.00	(\$1,957.76)	0.00%
10.5.2550.3310.455.1100	PUPIL TRANSPORTATION	\$4,000.00	\$1,265.11	\$5,750.13	(\$1,750.13)	\$0.00	(\$1,750.13)	-43.75%
10.5.2210.3325.455.1020	CONFERENCE REGISTRATION	\$0.00	\$0.00	\$200.00	(\$200.00)	\$0.00	(\$200.00)	0.00%
10.5.1200.3399.455.1100	TRAVEL LOCAL MILEAGE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2540.3400.455.1100	COMMUNICATION-TELEPHONE	\$500.00	\$24.45	\$918.46	(\$418.46)	\$0.00	(\$418.46)	-83.69%
10.5.2540.3401.455.1100	COMMUNICATION-POSTAGE	\$500.00	\$83.00	\$827.66	(\$327.66)	\$0.00	(\$327.66)	-65.53%
10.5.2540.3700.455.1100	PROPERTY SERVICES-WATER SERVIC	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.1200.4100.455.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$729.02	(\$729.02)	\$0.00	(\$729.02)	0.00%
10.5.1200.4100.455.1100	OFFICE SUPPLIES LESS \$499	\$6,000.00	\$119.65	\$2,202.85	\$3,797.15	\$0.00	\$3,797.15	63.29%
10.5.2630.4100.455.1100	OFFICE SUPPLIES LESS \$499	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	100.00%
10.5.1200.4104.455.1100	INK	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.1200.4105.455.1100	STUDENT INCENTIVES	\$1,000.00	\$0.00	\$393.81	\$606.19	\$0.00	\$606.19	60.62%
10.5.1200.4118.455.1000	CURRICULUM	\$0.00	\$0.00	\$199.61	(\$199.61)	\$0.00	(\$199.61)	0.00%
10.5.1200.4118.455.1100	CURRICULUM	\$3,000.00	\$281.71	\$2,578.25	\$421.75	\$0.00	\$421.75	14.06%
10.5.1200.6400.455.1100	DUES AND FEES	\$2,200.00	\$0.00	\$1,400.00	\$800.00	\$0.00	\$800.00	36.36%
10.5.2630.7000.455.1100	EQUIPMENT \$500 TO \$4999	\$6,000.00	\$0.00	\$7,914.74	(\$1,914.74)	\$0.00	(\$1,914.74)	-31.91%
10.5.1400.1100.459.6220	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$10,979.17	(\$10,979.17)	\$0.00	(\$10,979.17)	0.00%
10.5.1400.2120.459.6220	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$83.96	(\$83.96)	\$0.00	(\$83.96)	0.00%
10.5.1400.2130.459.6220	FICA	\$0.00	\$0.00	\$621.36	(\$621.36)	\$0.00	(\$621.36)	0.00%

394

LaGrange Area Dept. of Special Education

Monthly Expenditures

Fiscal Year: 2024-2025

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

From Date: 4/1/2025

To Date: 4/30/2025

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1400.2140.459.6220	MEDICARE	\$0.00	\$0.00	\$145.32	(\$145.32)	\$0.00	(\$145.32)	0.00%
10.5.1400.2210.459.6220	LIFE INSURANCE	\$0.00	\$0.00	\$14.49	(\$14.49)	\$0.00	(\$14.49)	0.00%
10.5.1400.2220.459.6220	MEDICAL INSURANCE	\$0.00	\$0.00	\$3,283.34	(\$3,283.34)	\$0.00	(\$3,283.34)	0.00%
10.5.1400.2230.459.6220	DENTAL INSURANCE	\$0.00	\$0.00	\$209.34	(\$209.34)	\$0.00	(\$209.34)	0.00%
10.5.1400.3230.459.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2570.3251.459.1100	COPIER RENTAL	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1400.3310.459.1100	PUPIL TRANSPORTATION	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.1400.4100.459.1100	OFFICE SUPPLIES LESS \$499	\$4,000.00	\$0.00	\$121.82	\$3,878.18	\$0.00	\$3,878.18	96.95%
10.5.1400.4100.459.6100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	(\$1,000.00)	\$1,000.00	\$0.00	\$1,000.00	0.00%
10.5.1400.7000.459.1100	EQUIPMENT \$500 TO \$4999	\$7,600.00	\$1,058.00	\$4,054.99	\$3,545.01	\$0.00	\$3,545.01	46.64%
10.5.1400.7000.459.6220	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$3,968.50	(\$3,968.50)	\$0.00	(\$3,968.50)	0.00%
10.5.2110.1000.470.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$330.00	(\$330.00)	\$0.00	(\$330.00)	0.00%
10.5.2140.1000.470.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$330.00	(\$330.00)	\$0.00	(\$330.00)	0.00%
10.5.2140.1000.470.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$4,344.00	(\$4,344.00)	\$0.00	(\$4,344.00)	0.00%
10.5.2150.1000.470.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$2,670.00	(\$2,670.00)	\$0.00	(\$2,670.00)	0.00%
10.5.2410.1000.470.1110	SALARIES, CERTIFIED STAFF	\$170,000.00	\$0.00	\$0.00	\$170,000.00	\$0.00	\$170,000.00	100.00%
10.5.1200.1005.470.1110	STIPENDS-CERTIFIED	\$21,000.00	\$0.00	\$0.00	\$21,000.00	\$0.00	\$21,000.00	100.00%
10.5.1200.1100.470.1110	SALARIES, NON CERTIFIED STAFF	\$105,000.00	\$0.00	\$0.00	\$105,000.00	\$0.00	\$105,000.00	100.00%
10.5.2130.1100.470.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$4,500.00	(\$4,500.00)	\$0.00	(\$4,500.00)	0.00%
10.5.2131.1100.470.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$2,110.00	(\$2,110.00)	\$0.00	(\$2,110.00)	0.00%
10.5.2132.1100.470.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$1,160.00	(\$1,160.00)	\$0.00	(\$1,160.00)	0.00%
10.5.2540.1100.470.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$45.00	(\$45.00)	\$0.00	(\$45.00)	0.00%
10.5.2610.1100.470.1110	SALARIES, NON CERTIFIED STAFF	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$7,000.00	100.00%
10.5.1200.2110.470.1110	TEACHER'S RETIREMENT (TRS)	\$275.00	\$0.00	\$0.00	\$275.00	\$0.00	\$275.00	100.00%
10.5.2110.2110.470.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$4.12	(\$4.12)	\$0.00	(\$4.12)	0.00%
10.5.2140.2110.470.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$4.12	(\$4.12)	\$0.00	(\$4.12)	0.00%
10.5.2140.2110.470.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$54.31	(\$54.31)	\$0.00	(\$54.31)	0.00%
10.5.2150.2110.470.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$33.38	(\$33.38)	\$0.00	(\$33.38)	0.00%
10.5.2410.2110.470.1110	TEACHER'S RETIREMENT (TRS)	\$27,000.00	\$0.00	\$0.00	\$27,000.00	\$0.00	\$27,000.00	100.00%
10.5.1200.2120.470.1110	MUNICIPAL RETIREMENT	\$27,000.00	\$0.00	\$0.00	\$27,000.00	\$0.00	\$27,000.00	100.00%
10.5.2130.2120.470.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$101.25	(\$101.25)	\$0.00	(\$101.25)	0.00%
10.5.2131.2120.470.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$39.12	(\$39.12)	\$0.00	(\$39.12)	0.00%
10.5.2132.2120.470.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$26.10	(\$26.10)	\$0.00	(\$26.10)	0.00%
10.5.2540.2120.470.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$1.01	(\$1.01)	\$0.00	(\$1.01)	0.00%
10.5.2610.2120.470.1110	MUNICIPAL RETIREMENT	\$900.00	\$0.00	\$0.00	\$900.00	\$0.00	\$900.00	100.00%
10.5.1200.2130.470.1110	FICA	\$105.00	\$0.00	\$0.00	\$105.00	\$0.00	\$105.00	100.00%
10.5.2130.2130.470.1111	FICA	\$0.00	\$0.00	\$279.00	(\$279.00)	\$0.00	(\$279.00)	0.00%
10.5.2131.2130.470.1111	FICA	\$0.00	\$0.00	\$130.15	(\$130.15)	\$0.00	(\$130.15)	0.00%
10.5.2132.2130.470.1111	FICA	\$0.00	\$0.00	\$71.92	(\$71.92)	\$0.00	(\$71.92)	0.00%
10.5.2540.2130.470.1111	FICA	\$0.00	\$0.00	\$2.79	(\$2.79)	\$0.00	(\$2.79)	0.00%
10.5.2610.2130.470.1110	FICA	\$525.00	\$0.00	\$0.00	\$525.00	\$0.00	\$525.00	100.00%
10.5.1200.2140.470.1110	MEDICARE	\$315.00	\$0.00	\$0.00	\$315.00	\$0.00	\$315.00	100.00%
10.5.2110.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$4.79	(\$4.79)	\$0.00	(\$4.79)	0.00%
10.5.2130.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$65.25	(\$65.25)	\$0.00	(\$65.25)	0.00%
10.5.2131.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$30.44	(\$30.44)	\$0.00	(\$30.44)	0.00%
10.5.2132.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$16.82	(\$16.82)	\$0.00	(\$16.82)	0.00%
10.5.2140.2140.470.1100	MEDICARE	\$0.00	\$0.00	\$4.79	(\$4.79)	\$0.00	(\$4.79)	0.00%
10.5.2140.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$62.66	(\$62.66)	\$0.00	(\$62.66)	0.00%
10.5.2150.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$37.24	(\$37.24)	\$0.00	(\$37.24)	0.00%
10.5.2410.2140.470.1110	MEDICARE	\$130.00	395	\$0.00	\$130.00	\$0.00	\$130.00	100.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 4/1/2025

To Date: 4/30/2025

Fiscal Year: 2024-2025

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2540.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$0.65	(\$0.65)	\$0.00	(\$0.65)	0.00%
10.5.2610.2140.470.1110	MEDICARE	\$140.00	\$0.00	\$0.00	\$140.00	\$0.00	\$140.00	100.00%
10.5.2410.2210.470.1110	LIFE INSURANCE	\$25.00	\$0.00	\$0.00	\$25.00	\$0.00	\$25.00	100.00%
10.5.2610.2210.470.1110	LIFE INSURANCE	\$30.00	\$0.00	\$0.00	\$30.00	\$0.00	\$30.00	100.00%
10.5.2410.2220.470.1110	MEDICAL INSURANCE	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.2610.2220.470.1110	MEDICAL INSURANCE	\$4,500.00	\$0.00	\$0.00	\$4,500.00	\$0.00	\$4,500.00	100.00%
10.5.2410.2230.470.1110	DENTAL INSURANCE	\$210.00	\$0.00	\$0.00	\$210.00	\$0.00	\$210.00	100.00%
10.5.2610.2230.470.1110	DENTAL INSURANCE	\$530.00	\$0.00	\$0.00	\$530.00	\$0.00	\$530.00	100.00%
10.5.1200.3250.470.1110	ROOM RENTALS	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.2570.3250.470.1020	ROOM RENTALS	\$0.00	\$0.00	\$59,427.66	(\$59,427.66)	\$0.00	(\$59,427.66)	0.00%
10.5.2570.3250.470.1100	ROOM RENTALS	\$0.00	\$306.80	\$2,438.00	(\$2,438.00)	\$0.00	(\$2,438.00)	0.00%
10.5.2570.3250.470.1110	ROOM RENTALS	\$80,000.00	\$0.00	\$0.00	\$80,000.00	\$0.00	\$80,000.00	100.00%
10.5.1200.3399.470.1110	TRAVEL LOCAL MILEAGE	\$550.00	\$0.00	\$0.00	\$550.00	\$0.00	\$550.00	100.00%
10.5.1200.4100.470.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$13.75	(\$13.75)	\$0.00	(\$13.75)	0.00%
10.5.1200.4100.470.1110	OFFICE SUPPLIES LESS \$499	\$3,000.00	\$0.00	\$1,658.76	\$1,341.24	\$0.00	\$1,341.24	44.71%
10.5.1200.4100.470.1111	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$153.59	(\$153.59)	\$0.00	(\$153.59)	0.00%
10.5.1322.4100.470.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$1,937.42	(\$1,937.42)	\$0.00	(\$1,937.42)	0.00%
10.5.1322.4100.470.1111	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$455.63	(\$455.63)	\$0.00	(\$455.63)	0.00%
10.5.1322.1000.480.1110	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$760.00	(\$760.00)	\$0.00	(\$760.00)	0.00%
10.5.1322.1000.480.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$89,854.00	(\$89,854.00)	\$0.00	(\$89,854.00)	0.00%
10.5.1322.1100.480.1110	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$2,670.00	(\$2,670.00)	\$0.00	(\$2,670.00)	0.00%
10.5.1322.1100.480.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$31,259.50	(\$31,259.50)	\$0.00	(\$31,259.50)	0.00%
10.5.2131.1100.480.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$1,290.00	(\$1,290.00)	\$0.00	(\$1,290.00)	0.00%
10.5.1322.1104.480.1111	AIDE SALARIES	\$0.00	\$0.00	\$106,012.75	(\$106,012.75)	\$0.00	(\$106,012.75)	0.00%
10.5.1322.2110.480.1110	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$9.50	(\$9.50)	\$0.00	(\$9.50)	0.00%
10.5.1322.2110.480.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$881.75	(\$881.75)	\$0.00	(\$881.75)	0.00%
10.5.1322.2120.480.1110	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$53.24	(\$53.24)	\$0.00	(\$53.24)	0.00%
10.5.1322.2120.480.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$1,236.81	(\$1,236.81)	\$0.00	(\$1,236.81)	0.00%
10.5.2131.2120.480.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$29.03	(\$29.03)	\$0.00	(\$29.03)	0.00%
10.5.1322.2130.480.1110	FICA	\$0.00	\$0.00	\$165.54	(\$165.54)	\$0.00	(\$165.54)	0.00%
10.5.1322.2130.480.1111	FICA	\$0.00	\$0.00	\$9,573.16	(\$9,573.16)	\$0.00	(\$9,573.16)	0.00%
10.5.2131.2130.480.1111	FICA	\$0.00	\$0.00	\$79.98	(\$79.98)	\$0.00	(\$79.98)	0.00%
10.5.1322.2140.480.1110	MEDICARE	\$0.00	\$0.00	\$49.74	(\$49.74)	\$0.00	(\$49.74)	0.00%
10.5.1322.2140.480.1111	MEDICARE	\$0.00	\$0.00	\$3,293.35	(\$3,293.35)	\$0.00	(\$3,293.35)	0.00%
10.5.2131.2140.480.1111	MEDICARE	\$0.00	\$0.00	\$18.71	(\$18.71)	\$0.00	(\$18.71)	0.00%
10.5.1322.1100.535.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$472.23	(\$472.23)	\$0.00	(\$472.23)	0.00%
10.5.1322.2120.535.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$10.63	(\$10.63)	\$0.00	(\$10.63)	0.00%
10.5.1322.2130.535.1111	FICA	\$0.00	\$0.00	\$29.28	(\$29.28)	\$0.00	(\$29.28)	0.00%
10.5.1322.2140.535.1111	MEDICARE	\$0.00	\$0.00	\$6.85	(\$6.85)	\$0.00	(\$6.85)	0.00%
10.5.1207.1100.542.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$200.00	(\$200.00)	\$0.00	(\$200.00)	0.00%
10.5.1207.2120.542.1100	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$1.53	(\$1.53)	\$0.00	(\$1.53)	0.00%
10.5.1207.2130.542.1100	FICA	\$0.00	\$0.00	\$11.24	(\$11.24)	\$0.00	(\$11.24)	0.00%
10.5.1207.2140.542.1100	MEDICARE	\$0.00	\$0.00	\$2.62	(\$2.62)	\$0.00	(\$2.62)	0.00%
10.5.1207.3100.542.1020	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$892.25	(\$892.25)	\$0.00	(\$892.25)	0.00%
10.5.1207.3100.542.1100	PROFESSIONAL TECHNICAL SERVICE	\$30,000.00	\$2,893.67	\$20,368.15	\$9,631.85	\$0.00	\$9,631.85	32.11%
10.5.1207.3102.542.1100	ADMINSTRATIVE FEES/BUILDING	\$35,000.00	\$4,890.00	\$24,450.00	\$10,550.00	\$0.00	\$10,550.00	30.14%
10.5.1207.3120.542.1100	INSERVICE TRAINING-CONSULTANTS	\$1,350.00	\$0.00	\$0.00	\$1,350.00	\$0.00	\$1,350.00	100.00%
10.5.1207.3230.542.1100	REPAIRS AND MAINTENANCE SERVIC	\$3,000.00	\$0.00	\$194.14	\$2,805.86	\$0.00	\$2,805.86	93.53%
10.5.1207.3250.542.1100	ROOM RENTALS	\$570,000.00	\$0.00	\$596,135.10	(\$26,135.10)	\$0.00	(\$26,135.10)	-4.59%
10.5.2570.3251.542.1100	COPIER RENTAL	\$2,500.00	396 \$88.87	\$592.34	\$1,907.66	\$0.00	\$1,907.66	76.31%

LaGrange Area Dept. of Special Education

Monthly Expenditures

Fiscal Year: 2024-2025

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

From Date: 4/1/2025

To Date: 4/30/2025

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2550.3310.542.1020	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$1,162.48	(\$1,162.48)	\$0.00	(\$1,162.48)	0.00%
10.5.2550.3310.542.1100	PUPIL TRANSPORTATION	\$20,000.00	\$1,335.01	\$7,193.97	\$12,806.03	\$0.00	\$12,806.03	64.03%
10.5.1207.3322.542.1100	EXPENSE REIMBURSEMENT	\$450.00	\$0.00	\$0.00	\$450.00	\$0.00	\$450.00	100.00%
10.5.1207.3325.542.1100	CONFERENCE REGISTRATION	\$1,150.00	\$0.00	\$885.00	\$265.00	\$0.00	\$265.00	23.04%
10.5.1207.3395.542.1100	CONFERENCE EXPENSE	\$1,500.00	\$0.00	\$1,135.61	\$364.39	\$0.00	\$364.39	24.29%
10.5.1207.3399.542.1100	TRAVEL LOCAL MILEAGE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2570.3400.542.1100	COMMUNICATION-TELEPHONE	\$3,500.00	\$197.65	\$1,610.81	\$1,889.19	\$0.00	\$1,889.19	53.98%
10.5.1207.3900.542.1100	SOFTWARE LICENSES	\$4,500.00	\$0.00	\$5,922.50	(\$1,422.50)	\$0.00	(\$1,422.50)	-31.61%
10.5.1207.4100.542.1100	OFFICE SUPPLIES LESS \$499	\$3,000.00	\$0.00	\$3,253.49	(\$253.49)	\$0.00	(\$253.49)	-8.45%
10.5.2630.4100.542.1100	OFFICE SUPPLIES LESS \$499	\$8,000.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00	100.00%
10.5.1207.4101.542.1020	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$206.38	(\$206.38)	\$0.00	(\$206.38)	0.00%
10.5.1207.4101.542.1100	Supplies (DHH community based	\$0.00	\$812.78	\$2,755.30	(\$2,755.30)	\$0.00	(\$2,755.30)	0.00%
10.5.1207.4102.542.1100	DHH SCHOLARSHIPS	\$0.00	\$0.00	(\$2,000.00)	\$2,000.00	\$0.00	\$2,000.00	0.00%
10.5.1207.4118.542.1100	CURRICULUM	\$800.00	\$0.00	\$359.00	\$441.00	\$0.00	\$441.00	55.13%
10.5.1207.6400.542.1100	DUES AND FEES	\$12,000.00	\$0.00	\$17,007.72	(\$5,007.72)	\$0.00	(\$5,007.72)	-41.73%
10.5.1207.7000.542.1100	EQUIPMENT \$500 TO \$4999	\$10,000.00	\$1,957.93	\$2,056.92	\$7,943.08	\$0.00	\$7,943.08	79.43%
10.5.2630.7000.542.1100	EQUIPMENT \$500 TO \$4999	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$228.94	\$1,771.06	88.55%
10.5.1207.1000.571.1110	SALARIES, CERTIFIED STAFF	\$17,000.00	\$0.00	\$0.00	\$17,000.00	\$0.00	\$17,000.00	100.00%
10.5.1322.1000.571.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$1,600.00	(\$1,600.00)	\$0.00	(\$1,600.00)	0.00%
10.5.1322.1100.571.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$289.00	(\$289.00)	\$0.00	(\$289.00)	0.00%
10.5.1207.1104.571.1110	AIDE SALARIES	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.1322.1104.571.1111	AIDE SALARIES	\$0.00	\$0.00	\$2,155.18	(\$2,155.18)	\$0.00	(\$2,155.18)	0.00%
10.5.1207.2110.571.1110	TEACHER'S RETIREMENT (TRS)	\$234.00	\$0.00	\$0.00	\$234.00	\$0.00	\$234.00	100.00%
10.5.1322.2110.571.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$20.00	(\$20.00)	\$0.00	(\$20.00)	0.00%
10.5.1207.2120.571.1110	MUNICIPAL RETIREMENT	\$333.00	\$0.00	\$0.00	\$333.00	\$0.00	\$333.00	100.00%
10.5.1322.2120.571.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$48.49	(\$48.49)	\$0.00	(\$48.49)	0.00%
10.5.1207.2130.571.1110	FICA	\$188.00	\$0.00	\$0.00	\$188.00	\$0.00	\$188.00	100.00%
10.5.1322.2130.571.1111	FICA	\$0.00	\$0.00	\$151.55	(\$151.55)	\$0.00	(\$151.55)	0.00%
10.5.1207.2140.571.1110	MEDICARE	\$286.00	\$0.00	\$0.00	\$286.00	\$0.00	\$286.00	100.00%
10.5.1322.2140.571.1111	MEDICARE	\$0.00	\$0.00	\$58.64	(\$58.64)	\$0.00	(\$58.64)	0.00%
10.5.1207.2210.571.1110	LIFE INSURANCE	\$14.00	\$0.00	\$0.00	\$14.00	\$0.00	\$14.00	100.00%
10.5.1207.2220.571.1110	MEDICAL INSURANCE	\$3,691.00	\$0.00	\$0.00	\$3,691.00	\$0.00	\$3,691.00	100.00%
10.5.1207.2230.571.1110	DENTAL INSURANCE	\$154.00	\$0.00	\$0.00	\$154.00	\$0.00	\$154.00	100.00%
10.5.1207.3399.571.1110	TRAVEL LOCAL MILEAGE	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
10.5.1207.4100.571.1110	OFFICE SUPPLIES LESS \$499	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.5.1207.4101.571.1020	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$888.90	(\$888.90)	\$0.00	(\$888.90)	0.00%
10.5.3705.3050.704.2100	APPS AND SOFTWARE	\$0.00	\$0.00	\$11,330.28	(\$11,330.28)	\$0.00	(\$11,330.28)	0.00%
10.5.3705.3100.704.2100	PROFESSIONAL TECHNICAL SERVICE	\$2,000.00	\$0.00	\$950.00	\$1,050.00	\$0.00	\$1,050.00	52.50%
10.5.3000.3120.704.2100	INSERVICE TRAINING-CONSULTANTS	\$0.00	\$0.00	(\$207.05)	\$207.05	\$0.00	\$207.05	0.00%
10.5.3705.4100.704.2100	OFFICE SUPPLIES LESS \$499	\$6,000.00	\$422.42	\$422.42	\$5,577.58	\$0.00	\$5,577.58	92.96%
10.5.3705.6600.704.2100	FLOW THOUGH	\$566,000.00	\$144,011.44	\$293,436.06	\$272,563.94	\$0.00	\$272,563.94	48.16%
10.5.2510.4100.900.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$64.48	(\$64.48)	\$0.00	(\$64.48)	0.00%
10.5.2210.4300.900.1100	LIBRARY BOOKS	\$0.00	\$0.00	\$75.00	(\$75.00)	\$0.00	(\$75.00)	0.00%
10.5.2210.1005.901.1100	STIPENDS-CERTIFIED	\$25,000.00	\$607.00	\$10,567.00	\$14,433.00	\$16,381.00	(\$1,948.00)	-7.79%
10.5.2210.1105.901.1100	STIPENDS- NON CERTIFIED	\$0.00	\$0.00	\$1,473.00	(\$1,473.00)	\$0.00	(\$1,473.00)	0.00%
10.5.2210.2110.901.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$7.59	\$199.56	(\$199.56)	\$160.80	(\$360.36)	0.00%
10.5.2210.2110.901.4993	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$151.54	(\$151.54)	\$0.00	(\$151.54)	0.00%
10.5.2210.2120.901.1100	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$14.34	(\$14.34)	\$25.71	(\$40.05)	0.00%
10.5.2210.2120.901.4993	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$7.01	(\$7.01)	\$0.00	(\$7.01)	0.00%
10.5.2210.2130.901.1100	FICA	\$0.00	397 \$0.00	\$188.72	(\$188.72)	\$208.38	(\$397.10)	0.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 4/1/2025

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☐ Include pre encumbrance

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☒ Filter Encumbrance Detail by Date Range

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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2210.2130.901.4993	FICA	\$0.00	\$0.00	\$59.52	(\$59.52)	\$0.00	(\$59.52)	0.00%
10.5.2130.2140.901.1100	MEDICARE	\$0.00	\$0.00	\$0.56	(\$0.56)	\$0.00	(\$0.56)	0.00%
10.5.2210.2140.901.1100	MEDICARE	\$0.00	\$8.37	\$249.80	(\$249.80)	\$222.27	(\$472.07)	0.00%
10.5.2210.2140.901.4993	MEDICARE	\$0.00	\$0.00	\$185.66	(\$185.66)	\$0.00	(\$185.66)	0.00%
10.5.2510.2210.901.1100	LIFE INSURANCE	\$0.00	\$5,760.00	\$5,760.00	(\$5,760.00)	\$0.00	(\$5,760.00)	0.00%
10.5.2410.2240.901.1100	LONGTERM CARE	\$0.00	\$0.00	\$1,178.92	(\$1,178.92)	\$0.00	(\$1,178.92)	0.00%
10.5.2210.2300.901.1100	TUITION REIMBURSEMENT	\$20,000.00	\$0.00	\$10,800.00	\$9,200.00	\$0.00	\$9,200.00	46.00%
10.5.2210.3050.901.1020	APPS AND SOFTWARE	\$0.00	\$0.00	\$100.00	(\$100.00)	\$0.00	(\$100.00)	0.00%
10.5.2210.3050.901.1100	APPS AND SOFTWARE	\$0.00	\$0.00	\$200.00	(\$200.00)	\$0.00	(\$200.00)	0.00%
10.5.2630.3050.901.1020	APPS AND SOFTWARE	\$0.00	\$0.00	\$79.17	(\$79.17)	\$0.00	(\$79.17)	0.00%
10.5.2630.3050.901.1100	APPS AND SOFTWARE	\$13,000.00	\$99.55	\$14,004.98	(\$1,004.98)	\$1,386.69	(\$2,391.67)	-18.40%
10.5.2215.3099.901.1100	INFINITEC FLOW-FEE	\$10,800.00	\$0.00	\$11,486.46	(\$686.46)	\$0.00	(\$686.46)	-6.36%
10.5.2210.3100.901.1020	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$1,549.50	(\$1,549.50)	\$0.00	(\$1,549.50)	0.00%
10.5.2210.3100.901.1100	PROFESSIONAL TECHNICAL SERVICE	\$9,000.00	\$3,637.00	\$5,887.04	\$3,112.96	\$0.00	\$3,112.96	34.59%
10.5.2215.3100.901.1100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$261.95	(\$261.95)	\$0.00	(\$261.95)	0.00%
10.5.2320.3100.901.1100	PROFESSIONAL TECHNICAL SERVICE	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.2610.3100.901.1020	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$23,817.11	(\$23,817.11)	\$0.00	(\$23,817.11)	0.00%
10.5.2320.3101.901.1020	ADMINISTRATIVE FEES	\$0.00	\$0.00	\$44,021.07	(\$44,021.07)	\$0.00	(\$44,021.07)	0.00%
10.5.2320.3101.901.1100	ADMINISTRATIVE FEES	\$12,000.00	\$995.02	\$16,249.72	(\$4,249.72)	\$0.00	(\$4,249.72)	-35.41%
10.5.2510.3101.901.1020	ADMINISTRATIVE FEES	\$0.00	\$0.00	\$18.40	(\$18.40)	\$0.00	(\$18.40)	0.00%
10.5.2510.3101.901.1100	ADMINISTRATIVE FEES	\$0.00	\$197.20	\$730.30	(\$730.30)	\$0.00	(\$730.30)	0.00%
10.5.2630.3104.901.1100	MIS SERVICES	\$5,500.00	\$0.00	\$4,041.88	\$1,458.12	\$1,456.00	\$2.12	0.04%
10.5.2510.3107.901.1100	CONTRACTUAL SERVICES	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	0.00%
10.5.2540.3107.901.1100	CONTRACTUAL SERVICES	\$6,500.00	\$0.00	\$0.00	\$6,500.00	\$0.00	\$6,500.00	100.00%
10.5.2210.3120.901.1100	INSERVICE TRAINING-CONSULTANTS	\$35,000.00	\$0.00	\$20,018.55	\$14,981.45	\$0.00	\$14,981.45	42.80%
10.5.2210.3120.901.4993	INSERVICE TRAINING-CONSULTANTS	\$0.00	\$0.00	\$14,044.00	(\$14,044.00)	\$0.00	(\$14,044.00)	0.00%
10.5.2320.3170.901.1100	AUDIT FEE-FINANCIAL	\$15,000.00	\$0.00	\$18,545.00	(\$3,545.00)	\$0.00	(\$3,545.00)	-23.63%
10.5.2320.3172.901.1100	TREASURER'S FEE	\$21,600.00	\$0.00	\$0.00	\$21,600.00	\$0.00	\$21,600.00	100.00%
10.5.2320.3180.901.1100	LEGAL FEE-CONTRACTUAL	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.5.2320.3194.901.1100	ARCHITECT FEES	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.2540.3196.901.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$732.22	(\$732.22)	\$0.00	(\$732.22)	0.00%
10.5.2540.3210.901.1100	PROPERTY SERVICES-DISPOSAL	\$25,000.00	\$3,046.62	\$11,967.38	\$13,032.62	\$0.00	\$13,032.62	52.13%
10.5.2540.3220.901.1100	CUSTODIAL/CLEANING SERVICES	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.2215.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2540.3230.901.1020	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$2,353.95	(\$2,353.95)	\$0.00	(\$2,353.95)	0.00%
10.5.2540.3230.901.1100	REPAIRS AND MAINTENANCE SERVICE	\$30,000.00	\$619.81	\$23,401.62	\$6,598.38	\$0.00	\$6,598.38	21.99%
10.5.2630.3230.901.1020	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$91.40	(\$91.40)	\$0.00	(\$91.40)	0.00%
10.5.2630.3230.901.1100	REPAIRS AND MAINTENANCE SERVICE	\$2,000.00	\$1,138.00	\$1,237.99	\$762.01	\$0.00	\$762.01	38.10%
10.5.2210.3250.901.1100	ROOM RENTALS	\$10,500.00	\$0.00	\$8,710.86	\$1,789.14	\$0.00	\$1,789.14	17.04%
10.5.2215.3251.901.1100	COPIER RENTAL	\$148.00	\$0.00	\$0.00	\$148.00	\$0.00	\$148.00	100.00%
10.5.2570.3251.901.1100	COPIER RENTAL	\$5,000.00	\$447.01	\$2,119.15	\$2,880.85	\$0.00	\$2,880.85	57.62%
10.5.2210.3322.901.1100	EXPENSE REIMBURSEMENT	\$15,550.00	\$848.04	\$6,892.75	\$8,657.25	\$0.00	\$8,657.25	55.67%
10.5.2320.3322.901.1100	EXPENSE REIMBURSEMENT	\$50.00	\$0.00	\$0.00	\$50.00	\$0.00	\$50.00	100.00%
10.5.2210.3325.901.1020	CONFERENCE REGISTRATION	\$0.00	\$0.00	\$209.00	(\$209.00)	\$0.00	(\$209.00)	0.00%
10.5.2210.3325.901.1100	CONFERENCE REGISTRATION	\$75,000.00	\$10,083.11	\$52,999.80	\$22,000.20	\$0.00	\$22,000.20	29.33%
10.5.2210.3325.901.4993	CONFERENCE REGISTRATION	\$0.00	\$0.00	\$4,405.99	(\$4,405.99)	\$0.00	(\$4,405.99)	0.00%
10.5.2210.3395.901.1020	CONFERENCE EXPENSE	\$0.00	\$0.00	\$1,944.68	(\$1,944.68)	\$0.00	(\$1,944.68)	0.00%
10.5.2210.3395.901.1100	CONFERENCE EXPENSE	\$46,200.00	\$478.82	\$5,519.35	\$40,680.65	\$0.00	\$40,680.65	88.05%
10.5.1200.3399.901.1100	TRAVEL LOCAL MILEAGE	\$1,070.00	\$0.00	\$0.00	\$1,070.00	\$0.00	\$1,070.00	100.00%
10.5.2210.3399.901.1100	TRAVEL LOCAL MILEAGE	\$500.00	398 \$149.66	\$1,325.18	(\$825.18)	\$0.00	(\$825.18)	-165.04%

LaGrange Area Dept. of Special Education

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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2215.3399.901.1100	TRAVEL LOCAL MILEAGE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2320.3399.901.1100	TRAVEL LOCAL MILEAGE	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2510.3399.901.1100	TRAVEL LOCAL MILEAGE	\$400.00	\$0.00	\$10.18	\$389.82	\$0.00	\$389.82	97.46%
10.5.2630.3399.901.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$31.34	(\$31.34)	\$0.00	(\$31.34)	0.00%
10.5.2630.3399.901.1100	TRAVEL LOCAL MILEAGE	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2130.3400.901.1100	COMMUNICATION-TELEPHONE	\$0.00	\$0.00	\$38.32	(\$38.32)	\$0.00	(\$38.32)	0.00%
10.5.2570.3400.901.1100	COMMUNICATION-TELEPHONE	\$7,000.00	\$395.30	\$3,054.54	\$3,945.46	\$0.00	\$3,945.46	56.36%
10.5.2630.3400.901.1020	COMMUNICATION-TELEPHONE	\$0.00	\$0.00	\$687.84	(\$687.84)	\$0.00	(\$687.84)	0.00%
10.5.2630.3400.901.1100	COMMUNICATION-TELEPHONE	\$1,600.00	\$90.36	\$736.41	\$863.59	\$0.00	\$863.59	53.97%
10.5.2570.3401.901.1100	COMMUNICATION-POSTAGE	\$500.00	\$83.00	\$1,192.66	(\$692.66)	\$0.00	(\$692.66)	-138.53%
10.5.2630.3502.901.1020	RECRUITING ADDS	\$0.00	\$0.00	\$114.52	(\$114.52)	\$0.00	(\$114.52)	0.00%
10.5.2640.3502.901.1020	RECRUITING ADDS	\$0.00	\$0.00	\$720.50	(\$720.50)	\$0.00	(\$720.50)	0.00%
10.5.2640.3502.901.1100	RECRUITING ADDS	\$3,000.00	\$150.28	\$1,429.05	\$1,570.95	\$0.00	\$1,570.95	52.37%
10.5.2540.3700.901.1100	PROPERTY SERVICES-WATER SERVIC	\$2,000.00	\$230.31	\$2,098.73	(\$98.73)	\$0.00	(\$98.73)	-4.94%
10.5.2640.3801.901.1100	UNEMPLOYMENT SERVICE	\$0.00	\$90.00	\$390.00	(\$390.00)	\$0.00	(\$390.00)	0.00%
10.5.2540.3820.901.1100	SCHOOL BOARD LIABILITY	\$23,500.00	\$0.00	\$0.00	\$23,500.00	\$0.00	\$23,500.00	100.00%
10.5.2320.3822.901.1100	INSURANCE	\$127,000.00	\$0.00	\$149,562.00	(\$22,562.00)	\$0.00	(\$22,562.00)	-17.77%
10.5.2210.4100.901.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$1,211.78	(\$1,211.78)	\$0.00	(\$1,211.78)	0.00%
10.5.2210.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$10,000.00	\$230.81	\$639.94	\$9,360.06	\$45.98	\$9,314.08	93.14%
10.5.2215.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$3,200.00	\$0.00	\$4,714.37	(\$1,514.37)	\$2,639.00	(\$4,153.37)	-129.79%
10.5.2320.4100.901.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$61.76	(\$61.76)	\$0.00	(\$61.76)	0.00%
10.5.2320.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$1,000.00	\$21.60	\$184.42	\$815.58	\$0.00	\$815.58	81.56%
10.5.2510.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$1,000.00	\$399.30	\$2,147.83	(\$1,147.83)	\$0.00	(\$1,147.83)	-114.78%
10.5.2520.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$0.00	(\$13,661.42)	\$20,484.59	(\$20,484.59)	\$0.00	(\$20,484.59)	0.00%
10.5.2540.4100.901.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	(\$17,826.34)	\$17,826.34	\$0.00	\$17,826.34	0.00%
10.5.2540.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$20,000.00	\$1,544.33	\$21,604.05	(\$1,604.05)	\$0.00	(\$1,604.05)	-8.02%
10.5.2630.4100.901.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$30.65	(\$30.65)	\$0.00	(\$30.65)	0.00%
10.5.2630.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$400.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00	100.00%
10.5.1200.4130.901.1100	CLASSROOM MATERIALS 11	\$0.00	\$0.00	\$57.90	(\$57.90)	\$0.00	(\$57.90)	0.00%
10.5.2210.4300.901.1020	LIBRARY BOOKS	\$0.00	\$0.00	\$44.00	(\$44.00)	\$0.00	(\$44.00)	0.00%
10.5.2210.4300.901.1100	LIBRARY BOOKS	\$3,750.00	\$0.00	\$603.16	\$3,146.84	\$137.42	\$3,009.42	80.25%
10.5.2540.4600.901.1100	ELECTRICITY	\$34,206.26	\$5,226.99	\$30,867.13	\$3,339.13	\$0.00	\$3,339.13	9.76%
10.5.2215.4700.901.1100	SYSTEMS SOFTWARE	\$2,000.00	\$939.99	\$5,278.75	(\$3,278.75)	\$0.00	(\$3,278.75)	-163.94%
10.5.2540.5400.901.1100	EQUIPMENT OVER \$5,000	\$30,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$30,000.00	100.00%
10.5.2210.6400.901.1020	DUES AND FEES	\$0.00	\$0.00	\$230.00	(\$230.00)	\$0.00	(\$230.00)	0.00%
10.5.2210.6400.901.1100	DUES AND FEES	\$10,409.00	\$495.00	\$1,530.00	\$8,879.00	\$0.00	\$8,879.00	85.30%
10.5.2320.6400.901.1100	DUES AND FEES	\$1,800.00	\$354.60	\$3,303.60	(\$1,503.60)	\$0.00	(\$1,503.60)	-83.53%
10.5.2630.6400.901.1100	DUES AND FEES	\$0.00	\$0.00	\$549.00	(\$549.00)	\$0.00	(\$549.00)	0.00%
10.5.2215.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$2,400.00	\$0.00	\$5,781.10	(\$3,381.10)	\$0.00	(\$3,381.10)	-140.88%
10.5.2510.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2540.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$6,000.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	100.00%
10.5.2630.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$5,000.00	\$0.00	\$2,668.99	\$2,331.01	\$3,000.00	(\$668.99)	-13.38%
10.5.1200.2130.902.1100	FICA	\$0.00	\$0.14	\$1.26	(\$1.26)	\$0.07	(\$1.33)	0.00%
10.5.1200.2130.902.6100	FICA	\$0.00	\$0.14	\$1.20	(\$1.20)	\$0.07	(\$1.27)	0.00%
10.5.1200.2140.902.1100	MEDICARE	\$0.00	\$0.04	\$0.36	(\$0.36)	\$0.02	(\$0.38)	0.00%
10.5.1200.2140.902.6100	MEDICARE	\$0.00	\$0.02	\$0.22	(\$0.22)	\$0.01	(\$0.23)	0.00%
10.5.2130.2140.902.1100	MEDICARE	\$0.00	\$0.00	\$0.56	(\$0.56)	\$0.00	(\$0.56)	0.00%
10.5.2410.2240.902.1100	LONGTERM CARE	\$0.00	\$0.00	\$4,715.72	(\$4,715.72)	\$0.00	(\$4,715.72)	0.00%
10.5.2630.3050.902.1020	APPS AND SOFTWARE	\$0.00	\$0.00	\$60.77	(\$60.77)	\$0.00	(\$60.77)	0.00%
10.5.2630.3050.902.1100	APPS AND SOFTWARE	\$38,000.00	399 \$300.07	\$34,341.86	\$3,658.14	\$3,648.00	\$10.14	0.03%

LaGrange Area Dept. of Special Education

Monthly Expenditures

Fiscal Year: 2024-2025

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

From Date: 4/1/2025

To Date: 4/30/2025

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2215.3099.902.1100	INFINITEC FLOW-FEE	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	0.00%
10.5.1400.3100.902.1100	PROFESSIONAL TECHNICAL SERVICE	\$600.00	\$0.00	\$0.00	\$600.00	\$0.00	\$600.00	100.00%
10.5.1400.3100.902.6100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$240.00	\$1,360.00	(\$1,360.00)	\$0.00	(\$1,360.00)	0.00%
10.5.2210.3100.902.1100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$900.00	(\$900.00)	\$0.00	(\$900.00)	0.00%
10.5.2320.3100.902.1100	PROFESSIONAL TECHNICAL SERVICE	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
10.5.2320.3101.902.1020	ADMINISTRATIVE FEES	\$0.00	\$0.00	\$11,005.27	(\$11,005.27)	\$0.00	(\$11,005.27)	0.00%
10.5.2320.3101.902.1100	ADMINISTRATIVE FEES	\$46,000.00	\$248.75	\$42,745.53	\$3,254.47	\$0.00	\$3,254.47	7.07%
10.5.2510.3101.902.1020	ADMINISTRATIVE FEES	\$0.00	\$0.00	\$4.60	(\$4.60)	\$0.00	(\$4.60)	0.00%
10.5.2510.3101.902.1100	ADMINISTRATIVE FEES	\$0.00	\$49.30	\$165.10	(\$165.10)	\$0.00	(\$165.10)	0.00%
10.5.2630.3104.902.1100	MIS SERVICES	\$10,000.00	\$0.00	\$9,990.13	\$9.87	\$0.00	\$9.87	0.10%
10.5.2510.3107.902.1100	CONTRACTUAL SERVICES	\$800.00	\$0.00	\$600.86	\$199.14	\$0.00	\$199.14	24.89%
10.5.2640.3107.902.1100	CONTRACTUAL SERVICES	\$2,400.00	\$207.00	\$6,008.50	(\$3,608.50)	\$0.00	(\$3,608.50)	-150.35%
10.5.2630.3161.902.1100	COMPUTER LINE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2320.3170.902.1100	AUDIT FEE-FINANCIAL	\$29,000.00	\$0.00	\$20,800.00	\$8,200.00	\$0.00	\$8,200.00	28.28%
10.5.2320.3172.902.1100	TREASURER'S FEE	\$90,000.00	\$0.00	\$0.00	\$90,000.00	\$0.00	\$90,000.00	100.00%
10.5.2320.3180.902.1100	LEGAL FEE-CONTRACTUAL	\$12,000.00	\$0.00	\$4,912.50	\$7,087.50	\$0.00	\$7,087.50	59.06%
10.5.1400.3230.902.1100	REPAIRS AND MAINTENANCE SERVIC	\$25.00	\$0.00	\$0.00	\$25.00	\$0.00	\$25.00	100.00%
10.5.1400.3230.902.6110	REPAIRS AND MAINTENANCE SERVIC	\$15.00	\$0.00	\$0.00	\$15.00	\$0.00	\$15.00	100.00%
10.5.1400.3230.902.6111	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$1.95	(\$1.95)	\$0.00	(\$1.95)	0.00%
10.5.2215.3230.902.1100	REPAIRS AND MAINTENANCE SERVIC	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
10.5.2630.3230.902.1020	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$365.60	(\$365.60)	\$0.00	(\$365.60)	0.00%
10.5.2630.3230.902.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,600.00	\$0.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	100.00%
10.5.2215.3251.902.1100	COPIER RENTAL	\$19.00	\$0.00	\$0.00	\$19.00	\$0.00	\$19.00	100.00%
10.5.2570.3251.902.1100	COPIER RENTAL	\$13,000.00	\$1,175.35	\$5,652.50	\$7,347.50	\$0.00	\$7,347.50	56.52%
10.5.2320.3322.902.1100	EXPENSE REIMBURSEMENT	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2210.3325.902.6100	CONFERENCE REGISTRATION	\$0.00	\$0.00	\$80.00	(\$80.00)	\$0.00	(\$80.00)	0.00%
10.5.1200.3399.902.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$2.34	\$21.06	(\$21.06)	\$5.85	(\$26.91)	0.00%
10.5.1200.3399.902.6100	TRAVEL LOCAL MILEAGE	\$0.00	\$2.34	\$21.06	(\$21.06)	\$5.85	(\$26.91)	0.00%
10.5.1400.3399.902.1100	TRAVEL LOCAL MILEAGE	\$125.00	\$0.00	\$0.00	\$125.00	\$0.00	\$125.00	100.00%
10.5.2215.3399.902.1100	TRAVEL LOCAL MILEAGE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.2320.3399.902.1100	TRAVEL LOCAL MILEAGE	\$3,200.00	\$0.00	\$0.00	\$3,200.00	\$0.00	\$3,200.00	100.00%
10.5.2510.3399.902.1100	TRAVEL LOCAL MILEAGE	\$1,600.00	\$0.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	100.00%
10.5.2630.3399.902.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$15.43	(\$15.43)	\$0.00	(\$15.43)	0.00%
10.5.1400.3400.902.6110	COMMUNICATION-TELEPHONE	\$110.00	\$6.21	\$50.63	\$59.37	\$0.00	\$59.37	53.97%
10.5.2130.3400.902.1100	COMMUNICATION-TELEPHONE	\$0.00	\$0.00	\$38.32	(\$38.32)	\$0.00	(\$38.32)	0.00%
10.5.2215.3400.902.1100	COMMUNICATION-TELEPHONE	\$125.00	\$7.06	\$57.54	\$67.46	\$0.00	\$67.46	53.97%
10.5.2570.3400.902.1100	COMMUNICATION-TELEPHONE	\$24,000.00	\$1,355.31	\$11,409.32	\$12,590.68	\$0.00	\$12,590.68	52.46%
10.5.2215.3401.902.1100	COMMUNICATION-POSTAGE	\$35.00	\$5.81	\$57.94	(\$22.94)	\$0.00	(\$22.94)	-65.54%
10.5.2570.3401.902.1100	COMMUNICATION-POSTAGE	\$3,000.00	\$498.00	\$4,965.98	(\$1,965.98)	\$0.00	(\$1,965.98)	-65.53%
10.5.2630.3502.902.1020	RECRUITING ADDS	\$0.00	\$0.00	\$458.05	(\$458.05)	\$0.00	(\$458.05)	0.00%
10.5.2640.3502.902.1020	RECRUITING ADDS	\$0.00	\$0.00	\$2,881.90	(\$2,881.90)	\$0.00	(\$2,881.90)	0.00%
10.5.2640.3502.902.1100	RECRUITING ADDS	\$4,000.00	\$601.08	\$4,660.09	(\$660.09)	\$0.00	(\$660.09)	-16.50%
10.5.2640.3801.902.1100	UNEMPLOYMENT SERVICE	\$0.00	\$360.00	\$1,560.00	(\$1,560.00)	\$0.00	(\$1,560.00)	0.00%
10.5.2320.3822.902.1100	INSURANCE	\$70,000.00	\$0.00	\$70,000.00	\$0.00	\$0.00	\$0.00	0.00%
10.5.1400.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$65.00	\$0.00	\$0.00	\$65.00	\$0.00	\$65.00	100.00%
10.5.1400.4100.902.6110	OFFICE SUPPLIES LESS \$499	\$225.00	\$0.00	\$333.99	(\$108.99)	\$0.00	(\$108.99)	-48.44%
10.5.1400.4100.902.6220	OFFICE SUPPLIES LESS \$499	\$450.00	\$0.00	\$0.00	\$450.00	\$0.00	\$450.00	100.00%
10.5.2130.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.2215.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$400.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00	100.00%
10.5.2320.4100.902.1020	OFFICE SUPPLIES LESS \$499	\$0.00	400	\$0.00	\$246.94	\$0.00	(\$246.94)	0.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

Fiscal Year: 2024-2025

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

From Date: 4/1/2025

To Date: 4/30/2025

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2320.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$2,000.00	\$86.31	\$737.48	\$1,262.52	\$0.00	\$1,262.52	63.13%
10.5.2510.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$1,200.00	\$0.00	\$604.75	\$595.25	\$0.00	\$595.25	49.60%
10.5.2630.4100.902.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$159.22	(\$159.22)	\$0.00	(\$159.22)	0.00%
10.5.2630.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$1,600.00	\$0.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	100.00%
10.5.2215.4700.902.1100	SYSTEMS SOFTWARE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.1400.6400.902.6110	DUES AND FEES	\$50.00	\$0.00	\$5.00	\$45.00	\$0.00	\$45.00	90.00%
10.5.2320.6400.902.1100	DUES AND FEES	\$2,800.00	\$0.00	\$2,111.26	\$688.74	\$0.00	\$688.74	24.60%
10.5.2630.6400.902.1100	DUES AND FEES	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
10.5.1400.7000.902.6110	EQUIPMENT \$500 TO \$4999	\$180.00	\$0.00	\$0.00	\$180.00	\$0.00	\$180.00	100.00%
10.5.2215.7000.902.1100	EQUIPMENT \$500 TO \$4999	\$300.00	\$12.81	\$2,867.31	(\$2,567.31)	\$0.00	(\$2,567.31)	-855.77%
10.5.2510.7000.902.1100	EQUIPMENT \$500 TO \$4999	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2630.7000.902.1100	EQUIPMENT \$500 TO \$4999	\$6,500.00	\$0.00	\$6,582.33	(\$82.33)	\$0.00	(\$82.33)	-1.27%
10.5.1400.1170.903.6220	SALARY-STUDENT	\$15,675.00	\$0.00	\$0.00	\$15,675.00	\$0.00	\$15,675.00	100.00%
10.5.1200.2130.903.1100	FICA	\$0.00	\$2.74	\$24.28	(\$24.28)	\$1.37	(\$25.65)	0.00%
10.5.1200.2130.903.6100	FICA	\$0.00	\$2.74	\$24.28	(\$24.28)	\$1.37	(\$25.65)	0.00%
10.5.1200.2140.903.1100	MEDICARE	\$0.00	\$0.64	\$5.68	(\$5.68)	\$0.32	(\$6.00)	0.00%
10.5.1200.2140.903.6100	MEDICARE	\$0.00	\$0.64	\$5.68	(\$5.68)	\$0.32	(\$6.00)	0.00%
10.5.4950.2140.903.6100	MEDICARE	\$0.00	\$25.63	\$198.57	(\$198.57)	\$16.71	(\$215.28)	0.00%
10.5.1400.3050.903.6110	APPS AND SOFTWARE	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.1400.3100.903.1100	PROFESSIONAL TECHNICAL SERVICE	\$15,000.00	\$271.10	\$1,776.05	\$13,223.95	\$0.00	\$13,223.95	88.16%
10.5.4950.3100.903.6100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$1,767.55	\$13,694.67	(\$13,694.67)	\$1,152.75	(\$14,847.42)	0.00%
10.5.1400.3104.903.1020	MIS SERVICES	\$0.00	\$0.00	\$5,607.00	(\$5,607.00)	\$0.00	(\$5,607.00)	0.00%
10.5.1400.3104.903.6100	MIS SERVICES	\$0.00	\$2,300.00	\$2,768.00	(\$2,768.00)	\$0.00	(\$2,768.00)	0.00%
10.5.1400.3141.903.6110	STUDENT STIPENDS	\$20,671.05	\$0.00	\$18,834.05	\$1,837.00	\$0.00	\$1,837.00	8.89%
10.5.1400.3230.903.1100	REPAIRS AND MAINTENANCE SERVIC	\$475.00	\$0.00	\$0.00	\$475.00	\$0.00	\$475.00	100.00%
10.5.1400.3230.903.6110	REPAIRS AND MAINTENANCE SERVIC	\$285.00	\$0.00	\$0.00	\$285.00	\$0.00	\$285.00	100.00%
10.5.1400.3230.903.6111	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$37.05	(\$37.05)	\$0.00	(\$37.05)	0.00%
10.5.1400.3310.903.1020	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$140.00	(\$140.00)	\$0.00	(\$140.00)	0.00%
10.5.1400.3310.903.1100	PUPIL TRANSPORTATION	\$2,299.00	\$0.00	\$361.73	\$1,937.27	\$0.00	\$1,937.27	84.27%
10.5.1400.3310.903.6220	PUPIL TRANSPORTATION	\$0.00	\$326.48	\$1,469.16	(\$1,469.16)	\$0.00	(\$1,469.16)	0.00%
10.5.1400.3395.903.6110	CONFERENCE EXPENSE	\$0.00	\$0.00	\$700.00	(\$700.00)	\$0.00	(\$700.00)	0.00%
10.5.4950.3395.903.6110	CONFERENCE EXPENSE	\$0.00	\$0.00	\$750.00	(\$750.00)	\$0.00	(\$750.00)	0.00%
10.5.1200.3399.903.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$44.62	\$401.58	(\$401.58)	\$111.51	(\$513.09)	0.00%
10.5.1200.3399.903.6100	TRAVEL LOCAL MILEAGE	\$0.00	\$44.62	\$401.58	(\$401.58)	\$111.51	(\$513.09)	0.00%
10.5.1400.3399.903.1100	TRAVEL LOCAL MILEAGE	\$2,375.00	\$0.00	\$0.00	\$2,375.00	\$0.00	\$2,375.00	100.00%
10.5.1400.3399.903.6110	TRAVEL LOCAL MILEAGE	\$0.00	\$71.82	\$380.65	(\$380.65)	\$0.00	(\$380.65)	0.00%
10.5.1400.3400.903.6110	COMMUNICATION-TELEPHONE	\$2,090.00	\$118.02	\$961.85	\$1,128.15	\$0.00	\$1,128.15	53.98%
10.5.1400.3500.903.6100	MARKETING	\$0.00	\$0.00	\$75.00	(\$75.00)	\$0.00	(\$75.00)	0.00%
10.5.1400.3500.903.6110	MARKETING	\$7,362.50	\$977.53	\$7,947.36	(\$584.86)	\$0.00	(\$584.86)	-7.94%
10.5.1400.3500.903.6220	MARKETING	\$0.00	\$19.80	\$19.80	(\$19.80)	\$0.00	(\$19.80)	0.00%
10.5.1400.3600.903.6110	PRINTING AND BINDING	\$1,757.50	\$0.00	\$0.00	\$1,757.50	\$0.00	\$1,757.50	100.00%
10.5.1400.3800.903.6110	UNEMPLOYMENT	\$950.00	\$0.00	\$0.00	\$950.00	\$0.00	\$950.00	100.00%
10.5.1400.4100.903.1100	OFFICE SUPPLIES LESS \$499	\$2,000.00	\$51.96	\$203.72	\$1,796.28	\$0.00	\$1,796.28	89.81%
10.5.1400.4100.903.6110	OFFICE SUPPLIES LESS \$499	\$5,000.00	\$257.96	\$2,603.06	\$2,396.94	\$0.00	\$2,396.94	47.94%
10.5.1400.4100.903.6220	OFFICE SUPPLIES LESS \$499	\$12,000.00	\$359.64	\$1,911.39	\$10,088.61	\$0.00	\$10,088.61	84.07%
10.5.1400.4101.903.6110	SUPPLIES-MEETINGS	\$380.00	\$0.00	\$1,038.12	(\$658.12)	\$0.00	(\$658.12)	-173.19%
10.5.1400.4120.903.6220	CLASSROOM MATERIALS 1	\$0.00	\$0.00	\$6,000.00	(\$6,000.00)	\$0.00	(\$6,000.00)	0.00%
10.5.1400.6400.903.6110	DUES AND FEES	\$950.00	\$0.00	\$600.00	\$350.00	\$0.00	\$350.00	36.84%
10.5.1400.7000.903.6110	EQUIPMENT \$500 TO \$4999	\$4,000.00	\$0.00	\$4,281.26	(\$281.26)	\$0.00	(\$281.26)	-7.03%
10.5.2115.1000.904.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$9,934.38	\$79,475.04	(\$79,475.04)	\$39,737.57	(\$119,212.61)	0.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

Fiscal Year: 2024-2025

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

From Date: 4/1/2025

To Date: 4/30/2025

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2115.1100.904.1100	SALARIES, NON CERTIFIED STAFF	\$346,877.98	\$0.00	\$0.00	\$346,877.98	\$0.00	\$346,877.98	100.00%
10.5.2115.2110.904.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$124.18	\$993.44	(\$993.44)	\$62.09	(\$1,055.53)	0.00%
10.5.2215.2110.904.1100	TEACHER'S RETIREMENT (TRS)	\$5,203.17	\$0.00	\$0.00	\$5,203.17	\$0.00	\$5,203.17	100.00%
10.5.2115.2140.904.1100	MEDICARE	\$0.00	\$143.14	\$1,144.96	(\$1,144.96)	\$71.57	(\$1,216.53)	0.00%
10.5.2215.2140.904.1100	MEDICARE	\$5,029.73	\$0.00	\$0.00	\$5,029.73	\$0.00	\$5,029.73	100.00%
10.5.2115.2210.904.1100	LIFE INSURANCE	\$0.00	\$9.16	\$73.28	(\$73.28)	\$4.58	(\$77.86)	0.00%
10.5.2215.2210.904.1100	LIFE INSURANCE	\$552.00	\$0.00	\$0.00	\$552.00	\$0.00	\$552.00	100.00%
10.5.2215.2220.904.1100	MEDICAL INSURANCE	\$49,500.92	\$0.00	\$0.00	\$49,500.92	\$0.00	\$49,500.92	100.00%
10.5.2115.2230.904.1100	DENTAL INSURANCE	\$0.00	\$133.88	\$1,071.04	(\$1,071.04)	\$66.94	(\$1,137.98)	0.00%
10.5.2215.2230.904.1100	DENTAL INSURANCE	\$4,565.50	\$0.00	\$0.00	\$4,565.50	\$0.00	\$4,565.50	100.00%
10.5.2540.1100.905.1100	SALARIES, NON CERTIFIED STAFF	\$98,786.15	\$9,255.22	\$78,937.69	\$19,848.46	\$17,582.98	\$2,265.48	2.29%
10.5.2540.2120.905.1100	MUNICIPAL RETIREMENT	\$2,222.69	\$67.57	\$652.29	\$1,570.40	\$29.43	\$1,540.97	69.33%
10.5.2540.2130.905.1100	FICA	\$6,124.74	\$563.81	\$4,816.62	\$1,308.12	\$244.89	\$1,063.23	17.36%
10.5.2570.2130.905.1100	FICA	\$0.00	\$4.74	\$42.79	(\$42.79)	\$2.37	(\$45.16)	0.00%
10.5.2540.2140.905.1100	MEDICARE	\$1,432.40	\$131.88	\$1,126.46	\$305.94	\$57.28	\$248.66	17.36%
10.5.2570.2140.905.1100	MEDICARE	\$0.00	\$1.10	\$10.03	(\$10.03)	\$0.55	(\$10.58)	0.00%
10.5.2540.2210.905.1100	LIFE INSURANCE	\$414.00	\$6.44	\$51.52	\$362.48	\$3.22	\$359.26	86.78%
10.5.2540.2220.905.1100	MEDICAL INSURANCE	\$44,203.71	\$3,875.84	\$29,913.68	\$14,290.03	\$1,937.92	\$12,352.11	27.94%
10.5.2540.2230.905.1100	DENTAL INSURANCE	\$2,597.29	\$228.40	\$1,827.20	\$770.09	\$114.20	\$655.89	25.25%
10.5.2570.3400.905.1100	COMMUNICATION-TELEPHONE	\$0.00	\$78.26	\$704.34	(\$704.34)	\$195.66	(\$900.00)	0.00%
10.5.1207.1100.906.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$8,029.32	\$64,794.23	(\$64,794.23)	\$15,829.15	(\$80,623.38)	0.00%
10.5.1200.1104.906.1100	AIDE SALARIES	\$0.00	\$2,638.98	\$21,111.84	(\$21,111.84)	\$5,277.96	(\$26,389.80)	0.00%
10.5.1207.1104.906.1100	AIDE SALARIES	\$363,466.77	\$11,149.16	\$88,300.78	\$275,165.99	\$42,049.68	\$233,116.31	64.14%
10.5.1200.2120.906.1100	MUNICIPAL RETIREMENT	\$0.00	\$19.26	\$157.79	(\$157.79)	\$9.63	(\$167.42)	0.00%
10.5.1207.2120.906.1100	MUNICIPAL RETIREMENT	\$11,123.14	\$140.01	\$1,145.42	\$9,977.72	\$75.02	\$9,902.70	89.03%
10.5.1200.2130.906.1100	FICA	\$0.00	\$163.62	\$1,308.96	(\$1,308.96)	\$81.81	(\$1,390.77)	0.00%
10.5.1207.2130.906.1100	FICA	\$22,534.94	\$1,027.25	\$8,311.35	\$14,223.59	\$564.67	\$13,658.92	60.61%
10.5.1200.2140.906.1100	MEDICARE	\$0.00	\$38.26	\$306.13	(\$306.13)	\$19.13	(\$325.26)	0.00%
10.5.1207.2140.906.1100	MEDICARE	\$5,270.27	\$240.24	\$1,943.74	\$3,326.53	\$132.08	\$3,194.45	60.61%
10.5.1200.2210.906.1100	LIFE INSURANCE	\$0.00	\$3.22	\$25.76	(\$25.76)	\$1.61	(\$27.37)	0.00%
10.5.1207.2210.906.1100	LIFE INSURANCE	\$1,932.00	\$22.54	\$180.32	\$1,751.68	\$11.27	\$1,740.41	90.08%
10.5.1207.2220.906.1100	MEDICAL INSURANCE	\$80,891.03	\$8,710.56	\$67,616.18	\$13,274.85	\$3,930.48	\$9,344.37	11.55%
10.5.1207.2230.906.1100	DENTAL INSURANCE	\$5,053.12	\$520.98	\$3,769.52	\$1,283.60	\$239.82	\$1,043.78	20.66%
10.5.1200.3399.906.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$2.68	(\$2.68)	\$0.00	(\$2.68)	0.00%
10.5.1207.3399.906.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$11.62	(\$11.62)	\$0.00	(\$11.62)	0.00%
10.5.1207.1000.907.1100	SALARIES, CERTIFIED STAFF	\$412,507.08	\$21,040.76	\$169,346.20	\$243,160.88	\$83,050.30	\$160,110.58	38.81%
10.5.1207.2110.907.1100	TEACHER'S RETIREMENT (TRS)	\$6,187.61	\$259.46	\$2,098.00	\$4,089.61	\$129.73	\$3,959.88	64.00%
10.5.1207.2120.907.1100	MUNICIPAL RETIREMENT	\$0.00	\$2.08	\$11.34	(\$11.34)	\$0.18	(\$11.52)	0.00%
10.5.1207.2130.907.1100	FICA	\$0.00	\$16.42	\$83.66	(\$83.66)	\$1.48	(\$85.14)	0.00%
10.5.1207.2140.907.1100	MEDICARE	\$5,981.35	\$291.19	\$2,353.30	\$3,628.05	\$144.00	\$3,484.05	58.25%
10.5.1207.2210.907.1100	LIFE INSURANCE	\$828.00	\$28.92	\$231.36	\$596.64	\$14.46	\$582.18	70.31%
10.5.1207.2220.907.1100	MEDICAL INSURANCE	\$55,769.20	\$3,186.72	\$24,764.56	\$31,004.64	\$1,593.36	\$29,411.28	52.74%
10.5.1207.2230.907.1100	DENTAL INSURANCE	\$4,033.65	\$187.44	\$1,499.52	\$2,534.13	\$93.72	\$2,440.41	60.50%
10.5.2510.1000.908.1100	SALARIES, CERTIFIED STAFF	\$125,100.00	\$0.00	\$0.00	\$125,100.00	\$0.00	\$125,100.00	100.00%
10.5.2510.2110.908.1100	TEACHER'S RETIREMENT (TRS)	\$14,686.74	\$0.00	\$0.00	\$14,686.74	\$0.00	\$14,686.74	100.00%
10.5.2570.2130.908.1100	FICA	\$0.00	\$4.34	\$41.55	(\$41.55)	\$2.17	(\$43.72)	0.00%
10.5.2510.2140.908.1100	MEDICARE	\$1,813.95	\$0.00	\$0.00	\$1,813.95	\$0.00	\$1,813.95	100.00%
10.5.2570.2140.908.1100	MEDICARE	\$0.00	\$3.32	\$31.71	(\$31.71)	\$1.66	(\$33.37)	0.00%
10.5.2510.2210.908.1100	LIFE INSURANCE	\$2,000.00	\$1,713.48	\$6,631.56	(\$4,631.56)	\$0.00	(\$4,631.56)	-231.58%
10.5.2510.2220.908.1100	MEDICAL INSURANCE	\$30,644.02	\$0.00	\$0.00	\$30,644.02	\$0.00	\$30,644.02	100.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

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From Date: 4/1/2025

To Date: 4/30/2025

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2510.2230.908.1100	DENTAL INSURANCE	\$1,814.22	\$0.00	\$0.00	\$1,814.22	\$0.00	\$1,814.22	100.00%
10.5.2570.3399.908.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$89.96	\$855.18	(\$855.18)	\$224.82	(\$1,080.00)	0.00%
10.5.2570.3400.908.1100	COMMUNICATION-TELEPHONE	\$0.00	\$149.96	\$1,425.09	(\$1,425.09)	\$374.91	(\$1,800.00)	0.00%
10.5.2640.1100.909.1100	SALARIES, NON CERTIFIED STAFF	\$114,675.00	\$9,556.26	\$90,784.47	\$23,890.53	\$23,890.53	\$0.00	0.00%
10.5.2640.2120.909.1100	MUNICIPAL RETIREMENT	\$10,766.80	\$523.34	\$5,046.63	\$5,720.17	\$261.67	\$5,458.50	50.70%
10.5.2640.2130.909.1100	FICA	\$7,109.85	\$598.92	\$5,633.02	\$1,476.83	\$299.46	\$1,177.37	16.56%
10.5.2640.2140.909.1100	MEDICARE	\$1,662.79	\$140.08	\$1,317.44	\$345.35	\$70.04	\$275.31	16.56%
10.5.2640.2210.909.1100	LIFE INSURANCE	\$138.00	\$36.66	\$158.18	(\$20.18)	\$18.33	(\$38.51)	-27.91%
10.5.2640.2220.909.1100	MEDICAL INSURANCE	\$19,453.25	\$1,937.92	\$14,956.84	\$4,496.41	\$968.96	\$3,527.45	18.13%
10.5.2640.2230.909.1100	DENTAL INSURANCE	\$1,176.26	\$114.20	\$913.60	\$262.66	\$57.10	\$205.56	17.48%
10.5.2640.3399.909.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$1,013.12	(\$1,013.12)	\$225.00	(\$1,238.12)	0.00%
10.5.2640.3400.909.1100	COMMUNICATION-TELEPHONE	\$0.00	\$75.00	\$712.50	(\$712.50)	\$187.50	(\$900.00)	0.00%
10.5.2210.2140.910.1100	MEDICARE	\$0.00	\$1.28	\$12.19	(\$12.19)	\$0.64	(\$12.83)	0.00%
10.5.2210.3399.910.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$855.00	(\$855.00)	\$225.00	(\$1,080.00)	0.00%
10.5.1207.1100.911.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$2,141.46	\$17,680.68	(\$17,680.68)	\$8,785.80	(\$26,466.48)	0.00%
10.5.2610.1100.911.1100	SALARIES, NON CERTIFIED STAFF	\$456,748.83	\$37,794.56	\$367,490.90	\$89,257.93	\$96,444.86	(\$7,186.93)	-1.57%
10.5.1207.2120.911.1100	MUNICIPAL RETIREMENT	\$0.00	\$15.64	\$132.11	(\$132.11)	\$9.42	(\$141.53)	0.00%
10.5.2610.2120.911.1100	MUNICIPAL RETIREMENT	\$10,276.85	\$275.91	\$3,009.90	\$7,266.95	\$154.71	\$7,112.24	69.21%
10.5.1207.2130.911.1100	FICA	\$0.00	\$132.06	\$1,090.52	(\$1,090.52)	\$79.67	(\$1,170.19)	0.00%
10.5.2610.2130.911.1100	FICA	\$28,318.43	\$2,217.69	\$21,783.44	\$6,534.99	\$1,245.51	\$5,289.48	18.68%
10.5.1207.2140.911.1100	MEDICARE	\$0.00	\$30.88	\$255.00	(\$255.00)	\$18.63	(\$273.63)	0.00%
10.5.2610.2140.911.1100	MEDICARE	\$6,622.86	\$518.65	\$5,094.51	\$1,528.35	\$291.29	\$1,237.06	18.68%
10.5.1207.2210.911.1100	LIFE INSURANCE	\$0.00	\$3.22	\$25.76	(\$25.76)	\$1.61	(\$27.37)	0.00%
10.5.2610.2210.911.1100	LIFE INSURANCE	\$1,242.00	\$33.80	\$283.28	\$958.72	\$17.71	\$941.01	75.77%
10.5.2610.2220.911.1100	MEDICAL INSURANCE	\$135,377.17	\$14,879.56	\$114,838.00	\$20,539.17	\$7,898.07	\$12,641.10	9.34%
10.5.1207.2230.911.1100	DENTAL INSURANCE	\$0.00	\$46.52	\$372.16	(\$372.16)	\$23.26	(\$395.42)	0.00%
10.5.2610.2230.911.1100	DENTAL INSURANCE	\$7,706.40	\$921.78	\$7,345.14	\$361.26	\$489.97	(\$128.71)	-1.67%
10.5.1207.3399.911.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$5.00	(\$5.00)	\$0.00	(\$5.00)	0.00%
10.5.2610.3399.911.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$34.01	(\$34.01)	\$0.00	(\$34.01)	0.00%
10.5.2610.3399.911.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$128.52	\$858.49	(\$858.49)	\$0.00	(\$858.49)	0.00%
10.5.1400.1100.912.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$4,557.40	\$33,351.50	(\$33,351.50)	\$11,465.49	(\$44,816.99)	0.00%
10.5.1400.1100.912.6100	SALARIES, NON CERTIFIED STAFF	\$252,713.06	\$9,100.48	\$86,454.56	\$166,258.50	\$22,751.03	\$143,507.47	56.79%
10.5.1400.2120.912.1100	MUNICIPAL RETIREMENT	\$0.00	\$33.26	\$278.72	(\$278.72)	\$16.63	(\$295.35)	0.00%
10.5.1400.2120.912.6100	MUNICIPAL RETIREMENT	\$5,525.12	\$66.42	\$712.92	\$4,812.20	\$33.21	\$4,778.99	86.50%
10.5.1400.2130.912.1100	FICA	\$0.00	\$267.96	\$1,996.62	(\$1,996.62)	\$138.44	(\$2,135.06)	0.00%
10.5.1400.2130.912.6100	FICA	\$15,224.76	\$530.62	\$5,112.52	\$10,112.24	\$265.31	\$9,846.93	64.68%
10.5.1400.2140.912.1100	MEDICARE	\$0.00	\$62.66	\$466.94	(\$466.94)	\$32.37	(\$499.31)	0.00%
10.5.1400.2140.912.6100	MEDICARE	\$3,664.34	\$124.10	\$1,195.69	\$2,468.65	\$62.05	\$2,406.60	65.68%
10.5.1400.2210.912.1100	LIFE INSURANCE	\$0.00	\$3.22	\$19.32	(\$19.32)	\$1.61	(\$20.93)	0.00%
10.5.1400.2210.912.6100	LIFE INSURANCE	\$690.00	\$6.44	\$51.52	\$638.48	\$3.22	\$635.26	92.07%
10.5.1400.2220.912.1100	MEDICAL INSURANCE	\$0.00	\$760.26	\$3,761.92	(\$3,761.92)	\$380.13	(\$4,142.05)	0.00%
10.5.1400.2220.912.6100	MEDICAL INSURANCE	\$48,458.83	\$2,364.42	\$22,279.36	\$26,179.47	\$1,066.79	\$25,112.68	51.82%
10.5.1400.2230.912.1100	DENTAL INSURANCE	\$0.00	\$46.52	\$232.60	(\$232.60)	\$23.26	(\$255.86)	0.00%
10.5.1400.2230.912.6100	DENTAL INSURANCE	\$3,099.65	\$146.10	\$1,168.80	\$1,930.85	\$73.05	\$1,857.80	59.94%
10.5.1400.3399.912.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$123.03	(\$123.03)	\$0.00	(\$123.03)	0.00%
10.5.1400.3399.912.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$69.09	\$406.47	(\$406.47)	\$0.00	(\$406.47)	0.00%
10.5.1400.3399.912.6100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$49.30	(\$49.30)	\$0.00	(\$49.30)	0.00%
10.5.2320.1100.913.1100	SALARIES, NON CERTIFIED STAFF	\$53,087.44	\$3,221.32	\$30,602.69	\$22,484.75	\$8,053.36	\$14,431.39	27.18%
10.5.2320.2120.913.1100	MUNICIPAL RETIREMENT	\$1,194.47	\$23.52	\$252.44	\$942.03	\$11.76	\$930.27	77.88%
10.5.2320.2130.913.1100	FICA	\$3,291.42	\$194.66	\$1,860.94	\$1,430.48	\$97.33	\$1,333.15	40.50%

403

LaGrange Area Dept. of Special Education

Monthly Expenditures

Fiscal Year: 2024-2025

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☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

From Date: 4/1/2025

To Date: 4/30/2025

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2320.2140.913.1100	MEDICARE	\$769.77	\$45.52	\$435.17	\$334.60	\$22.76	\$311.84	40.51%
10.5.2320.2210.913.1100	LIFE INSURANCE	\$138.00	\$3.22	\$25.76	\$112.24	\$1.61	\$110.63	80.17%
10.5.2320.2220.913.1100	MEDICAL INSURANCE	\$30,644.02	\$1,937.92	\$11,634.22	\$19,009.80	\$968.96	\$18,040.84	58.87%
10.5.2320.2230.913.1100	DENTAL INSURANCE	\$1,521.83	\$114.20	\$717.46	\$804.37	\$57.10	\$747.27	49.10%
10.5.2320.1000.914.1100	SALARIES, CERTIFIED STAFF	\$201,015.37	\$16,751.28	\$159,137.16	\$41,878.21	\$41,878.21	\$0.00	0.00%
10.5.2320.2110.914.1100	TEACHER'S RETIREMENT (TRS)	\$23,599.20	\$2,052.50	\$19,498.75	\$4,100.45	\$1,026.25	\$3,074.20	13.03%
10.5.2320.2140.914.1100	MEDICARE	\$2,914.72	\$242.22	\$2,303.23	\$611.49	\$121.11	\$490.38	16.82%
10.5.2320.2210.914.1100	LIFE INSURANCE	\$2,000.00	\$50.24	\$309.12	\$1,690.88	\$25.12	\$1,665.76	83.29%
10.5.2320.2220.914.1100	MEDICAL INSURANCE	\$19,453.25	\$1,937.92	\$14,956.84	\$4,496.41	\$968.96	\$3,527.45	18.13%
10.5.2320.2230.914.1100	DENTAL INSURANCE	\$1,176.26	\$114.20	\$913.60	\$262.66	\$57.10	\$205.56	17.48%
10.5.1207.1100.915.1100	SALARIES, NON CERTIFIED STAFF	\$669,339.01	\$18,740.10	\$146,161.49	\$523,177.52	\$69,248.18	\$453,929.34	67.82%
10.5.1207.1104.915.1100	AIDE SALARIES	\$0.00	\$37,850.10	\$307,690.61	(\$307,690.61)	\$146,169.18	(\$453,859.79)	0.00%
10.5.1207.2120.915.1100	MUNICIPAL RETIREMENT	\$15,060.13	\$413.14	\$3,388.97	\$11,671.16	\$215.89	\$11,455.27	76.06%
10.5.1207.2130.915.1100	FICA	\$41,499.02	\$3,245.70	\$26,074.30	\$15,424.72	\$1,701.97	\$13,722.75	33.07%
10.5.1207.2140.915.1100	MEDICARE	\$9,705.42	\$759.06	\$6,097.94	\$3,607.48	\$398.02	\$3,209.46	33.07%
10.5.1207.2210.915.1100	LIFE INSURANCE	\$1,656.00	\$35.42	\$283.36	\$1,372.64	\$17.71	\$1,354.93	81.82%
10.5.1207.2220.915.1100	MEDICAL INSURANCE	\$152,574.24	\$11,741.42	\$99,631.72	\$52,942.52	\$5,841.05	\$47,101.47	30.87%
10.5.1207.2230.915.1100	DENTAL INSURANCE	\$9,730.59	\$765.30	\$6,281.58	\$3,449.01	\$382.65	\$3,066.36	31.51%
10.5.1207.3399.915.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$44.17	\$277.62	(\$277.62)	\$0.00	(\$277.62)	0.00%
10.5.2131.1100.916.1100	SALARIES, NON CERTIFIED STAFF	\$3,287,473.74	\$288,967.09	\$2,307,809.18	\$979,664.56	\$940,486.75	\$39,177.81	1.19%
10.5.2131.2120.916.1100	MUNICIPAL RETIREMENT	\$79,079.27	\$2,109.54	\$17,256.47	\$61,822.80	\$1,060.03	\$60,762.77	76.84%
10.5.2131.2130.916.1100	FICA	\$203,823.37	\$16,798.58	\$134,602.00	\$69,221.37	\$8,448.20	\$60,773.17	29.82%
10.5.2131.2140.916.1100	MEDICARE	\$47,668.37	\$3,928.73	\$31,479.69	\$16,188.68	\$1,975.81	\$14,212.87	29.82%
10.5.2131.2210.916.1100	LIFE INSURANCE	\$6,348.00	\$395.24	\$3,161.92	\$3,186.08	\$197.62	\$2,988.46	47.08%
10.5.2131.2220.916.1100	MEDICAL INSURANCE	\$568,312.79	\$53,208.65	\$431,251.31	\$137,061.48	\$26,794.39	\$110,267.09	19.40%
10.5.2131.2230.916.1100	DENTAL INSURANCE	\$32,264.92	\$2,700.66	\$22,168.96	\$10,095.96	\$1,350.33	\$8,745.63	27.11%
10.5.2131.3399.916.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$12.00	(\$12.00)	\$0.00	(\$12.00)	0.00%
10.5.2131.3399.916.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$135.52	\$1,545.00	(\$1,545.00)	\$0.00	(\$1,545.00)	0.00%
10.5.1200.1100.917.1000	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$591.01	(\$591.01)	\$0.00	(\$591.01)	0.00%
10.5.1200.1100.917.1100	SALARIES, NON CERTIFIED STAFF	\$2,751,499.07	\$246,231.39	\$1,963,120.78	\$788,378.29	\$640,354.47	\$148,023.82	5.38%
10.5.1200.1104.917.1100	AIDE SALARIES	\$0.00	\$4,755.48	\$36,615.84	(\$36,615.84)	\$12,887.16	(\$49,503.00)	0.00%
10.5.1200.2110.917.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$58.84	\$480.23	(\$480.23)	\$29.42	(\$509.65)	0.00%
10.5.1200.2120.917.1000	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$4.49	(\$4.49)	\$0.00	(\$4.49)	0.00%
10.5.1200.2120.917.1100	MUNICIPAL RETIREMENT	\$61,908.73	\$1,771.96	\$13,611.92	\$48,296.81	\$859.40	\$47,437.41	76.62%
10.5.1200.2130.917.1000	FICA	\$0.00	\$0.00	\$36.44	(\$36.44)	\$0.00	(\$36.44)	0.00%
10.5.1200.2130.917.1100	FICA	\$170,592.94	\$14,480.80	\$115,681.51	\$54,911.43	\$7,049.30	\$47,862.13	28.06%
10.5.1200.2140.917.1000	MEDICARE	\$0.00	\$0.00	\$8.52	(\$8.52)	\$0.00	(\$8.52)	0.00%
10.5.1200.2140.917.1100	MEDICARE	\$39,896.74	\$3,454.71	\$27,586.67	\$12,310.07	\$1,682.66	\$10,627.41	26.64%
10.5.1200.2210.917.1100	LIFE INSURANCE	\$17,250.00	\$391.21	\$3,047.63	\$14,202.37	\$189.97	\$14,012.40	81.23%
10.5.1200.2220.917.1100	MEDICAL INSURANCE	\$339,895.81	\$45,323.70	\$349,883.72	(\$9,987.91)	\$21,104.55	(\$31,092.46)	-9.15%
10.5.1200.2230.917.1100	DENTAL INSURANCE	\$25,530.80	\$3,089.28	\$24,127.38	\$1,403.42	\$1,485.81	(\$82.39)	-0.32%
10.5.1200.3399.917.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$184.45	\$1,273.96	(\$1,273.96)	\$0.00	(\$1,273.96)	0.00%
10.5.2132.1000.918.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$329.30	(\$329.30)	\$0.00	(\$329.30)	0.00%
10.5.2132.1100.918.1100	SALARIES, NON CERTIFIED STAFF	\$1,381,484.17	\$121,260.32	\$970,638.40	\$410,845.77	\$400,348.53	\$10,497.24	0.76%
10.5.2132.2120.918.1100	MUNICIPAL RETIREMENT	\$132,622.48	\$859.92	\$7,099.14	\$125,523.34	\$429.04	\$125,094.30	94.32%
10.5.2132.2130.918.1100	FICA	\$85,652.02	\$6,953.46	\$56,046.33	\$29,605.69	\$3,471.29	\$26,134.40	30.51%
10.5.2132.2140.918.1100	MEDICARE	\$20,031.52	\$1,626.21	\$13,107.57	\$6,923.95	\$811.84	\$6,112.11	30.51%
10.5.2132.2210.918.1100	LIFE INSURANCE	\$2,760.00	\$144.60	\$1,156.80	\$1,603.20	\$72.30	\$1,530.90	55.47%
10.5.2132.2220.918.1100	MEDICAL INSURANCE	\$289,055.35	\$26,627.64	\$214,772.68	\$74,282.67	\$13,284.16	\$60,998.51	21.10%
10.5.2132.2230.918.1100	DENTAL INSURANCE	\$17,744.88	\$1,359.96	\$10,528.24	\$7,216.64	\$679.98	\$6,536.66	36.84%

404

LaGrange Area Dept. of Special Education

Monthly Expenditures

Fiscal Year: 2024-2025

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

From Date: 4/1/2025

To Date: 4/30/2025

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2132.3399.918.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$188.30	\$1,862.28	(\$1,862.28)	\$0.00	(\$1,862.28)	0.00%
10.5.2132.1100.919.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$5,061.04	\$48,079.88	(\$48,079.88)	\$12,652.58	(\$60,732.46)	0.00%
10.5.2410.1100.919.1100	SALARIES, NON CERTIFIED STAFF	\$413,169.92	\$13,314.16	\$126,484.52	\$286,685.40	\$33,285.44	\$253,399.96	61.33%
10.5.2132.2120.919.1100	MUNICIPAL RETIREMENT	\$0.00	\$36.94	\$396.47	(\$396.47)	\$18.47	(\$414.94)	0.00%
10.5.2410.2120.919.1100	MUNICIPAL RETIREMENT	\$9,296.32	\$97.20	\$1,043.22	\$8,253.10	\$48.60	\$8,204.50	88.26%
10.5.2132.2130.919.1100	FICA	\$0.00	\$306.70	\$2,936.40	(\$2,936.40)	\$153.35	(\$3,089.75)	0.00%
10.5.2410.2130.919.1100	FICA	\$25,616.54	\$810.02	\$7,733.47	\$17,883.07	\$405.01	\$17,478.06	68.23%
10.5.2132.2140.919.1100	MEDICARE	\$0.00	\$71.72	\$686.68	(\$686.68)	\$35.86	(\$722.54)	0.00%
10.5.2410.2140.919.1100	MEDICARE	\$5,990.96	\$189.44	\$1,808.66	\$4,182.30	\$94.72	\$4,087.58	68.23%
10.5.2132.2210.919.1100	LIFE INSURANCE	\$0.00	\$4.82	\$38.56	(\$38.56)	\$2.41	(\$40.97)	0.00%
10.5.2410.2210.919.1100	LIFE INSURANCE	\$552.00	\$14.46	\$115.68	\$436.32	\$7.23	\$429.09	77.73%
10.5.2132.2220.919.1100	MEDICAL INSURANCE	\$0.00	\$968.96	\$7,478.40	(\$7,478.40)	\$484.48	(\$7,962.88)	0.00%
10.5.2410.2220.919.1100	MEDICAL INSURANCE	\$111,385.31	\$4,021.72	\$31,039.16	\$80,346.15	\$2,010.86	\$78,335.29	70.33%
10.5.2132.2230.919.1100	DENTAL INSURANCE	\$0.00	\$57.10	\$456.80	(\$456.80)	\$28.55	(\$485.35)	0.00%
10.5.2410.2230.919.1100	DENTAL INSURANCE	\$5,640.95	\$233.24	\$1,865.92	\$3,775.03	\$116.62	\$3,658.41	64.85%
10.5.2132.3399.919.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$855.00	(\$855.00)	\$225.00	(\$1,080.00)	0.00%
10.5.2410.3399.919.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$855.00	(\$855.00)	\$225.00	(\$1,080.00)	0.00%
10.5.2410.3400.919.1100	COMMUNICATION-TELEPHONE	\$0.00	\$75.00	\$712.50	(\$712.50)	\$187.50	(\$900.00)	0.00%
10.5.2140.1000.920.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$10,425.00	\$99,037.50	(\$99,037.50)	\$26,062.50	(\$125,100.00)	0.00%
10.5.2410.1000.920.1100	SALARIES, CERTIFIED STAFF	\$983,388.62	\$65,741.58	\$619,221.63	\$364,166.99	\$162,788.25	\$201,378.74	20.48%
10.5.2410.1000.920.4993	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$126.39	(\$126.39)	\$0.00	(\$126.39)	0.00%
10.5.2140.2110.920.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$1,277.34	\$12,134.73	(\$12,134.73)	\$638.67	(\$12,773.40)	0.00%
10.5.2410.2110.920.1100	TEACHER'S RETIREMENT (TRS)	\$13,265.27	\$2,127.29	\$20,144.77	(\$6,879.50)	\$1,059.73	(\$7,939.23)	-59.85%
10.5.2410.2110.920.4993	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$1.58	(\$1.58)	\$0.00	(\$1.58)	0.00%
10.5.1200.2140.920.1100	MEDICARE	\$0.00	\$1.26	\$12.06	(\$12.06)	\$0.63	(\$12.69)	0.00%
10.5.1207.2140.920.1100	MEDICARE	\$0.00	\$1.24	\$11.95	(\$11.95)	\$0.62	(\$12.57)	0.00%
10.5.2110.2140.920.1100	MEDICARE	\$0.00	\$3.40	\$32.70	(\$32.70)	\$1.71	(\$34.41)	0.00%
10.5.2130.2140.920.1100	MEDICARE	\$0.00	\$0.00	\$1.96	(\$1.96)	\$0.00	(\$1.96)	0.00%
10.5.2140.2140.920.1100	MEDICARE	\$0.00	\$145.74	\$1,393.46	(\$1,393.46)	\$72.87	(\$1,466.33)	0.00%
10.5.2410.2140.920.1100	MEDICARE	\$14,259.13	\$927.41	\$8,794.94	\$5,464.19	\$460.27	\$5,003.92	35.09%
10.5.2410.2140.920.4993	MEDICARE	\$0.00	\$0.00	\$1.84	(\$1.84)	\$0.00	(\$1.84)	0.00%
10.5.2510.2140.920.1100	MEDICARE	\$0.00	\$1.24	\$11.87	(\$11.87)	\$0.62	(\$12.49)	0.00%
10.5.2570.2140.920.1100	MEDICARE	\$0.00	\$2.08	\$19.96	(\$19.96)	\$1.04	(\$21.00)	0.00%
10.5.2140.2210.920.1100	LIFE INSURANCE	\$0.00	\$40.20	\$279.00	(\$279.00)	\$20.10	(\$299.10)	0.00%
10.5.2410.2210.920.1100	LIFE INSURANCE	\$3,104.00	\$94.50	\$684.20	\$2,419.80	\$47.25	\$2,372.55	76.44%
10.5.2140.2220.920.1100	MEDICAL INSURANCE	\$0.00	\$3,052.76	\$23,560.72	(\$23,560.72)	\$1,526.38	(\$25,087.10)	0.00%
10.5.2410.2220.920.1100	MEDICAL INSURANCE	\$232,909.64	\$17,096.96	\$131,325.30	\$101,584.34	\$8,548.48	\$93,035.86	39.95%
10.5.2140.2230.920.1100	DENTAL INSURANCE	\$0.00	\$176.14	\$1,409.12	(\$1,409.12)	\$88.07	(\$1,497.19)	0.00%
10.5.2410.2230.920.1100	DENTAL INSURANCE	\$11,155.19	\$997.02	\$7,743.52	\$3,411.67	\$498.51	\$2,913.16	26.11%
10.5.1200.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$855.00	(\$855.00)	\$225.00	(\$1,080.00)	0.00%
10.5.1207.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$855.00	(\$855.00)	\$225.00	(\$1,080.00)	0.00%
10.5.2110.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$855.00	(\$855.00)	\$225.00	(\$1,080.00)	0.00%
10.5.2130.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$135.26	(\$135.26)	\$0.00	(\$135.26)	0.00%
10.5.2410.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$179.96	\$2,152.69	(\$2,152.69)	\$449.82	(\$2,602.51)	0.00%
10.5.2510.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$855.00	(\$855.00)	\$225.00	(\$1,080.00)	0.00%
10.5.2110.3400.920.1100	COMMUNICATION-TELEPHONE	\$0.00	\$149.96	\$1,425.09	(\$1,425.09)	\$374.91	(\$1,800.00)	0.00%
10.5.2410.3400.920.1100	COMMUNICATION-TELEPHONE	\$0.00	\$74.96	\$712.59	(\$712.59)	\$187.41	(\$900.00)	0.00%
10.5.2570.3400.920.1100	COMMUNICATION-TELEPHONE	\$0.00	\$150.00	\$1,425.00	(\$1,425.00)	\$375.00	(\$1,800.00)	0.00%
10.5.1400.1100.921.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$6,729.86	\$63,933.67	(\$63,933.67)	\$16,824.70	(\$80,758.37)	0.00%
10.5.1400.1100.921.6100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$970.20	\$9,216.90	(\$9,216.90)	\$2,425.51	(\$11,642.41)	0.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

Fiscal Year: 2024-2025

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

From Date: 4/1/2025

To Date: 4/30/2025

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1400.1100.921.6220	SALARIES, NON CERTIFIED STAFF	\$0.00	\$855.56	\$8,127.82	(\$8,127.82)	\$2,138.91	(\$10,266.73)	0.00%
10.5.1400.2120.921.1100	MUNICIPAL RETIREMENT	\$0.00	\$49.14	\$527.37	(\$527.37)	\$24.57	(\$551.94)	0.00%
10.5.1400.2120.921.6100	MUNICIPAL RETIREMENT	\$0.00	\$7.08	\$75.99	(\$75.99)	\$3.54	(\$79.53)	0.00%
10.5.1400.2120.921.6220	MUNICIPAL RETIREMENT	\$0.00	\$6.24	\$66.99	(\$66.99)	\$3.12	(\$70.11)	0.00%
10.5.1400.2130.921.1100	FICA	\$0.00	\$412.78	\$3,867.16	(\$3,867.16)	\$206.39	(\$4,073.55)	0.00%
10.5.1400.2130.921.6100	FICA	\$0.00	\$59.50	\$557.52	(\$557.52)	\$29.75	(\$587.27)	0.00%
10.5.1400.2130.921.6220	FICA	\$0.00	\$52.48	\$491.64	(\$491.64)	\$26.24	(\$517.88)	0.00%
10.5.1400.2140.921.1100	MEDICARE	\$0.00	\$96.54	\$904.45	(\$904.45)	\$48.27	(\$952.72)	0.00%
10.5.1400.2140.921.6100	MEDICARE	\$0.00	\$13.92	\$130.37	(\$130.37)	\$6.96	(\$137.33)	0.00%
10.5.1400.2140.921.6220	MEDICARE	\$0.00	\$12.28	\$115.01	(\$115.01)	\$6.14	(\$121.15)	0.00%
10.5.1400.2210.921.1100	LIFE INSURANCE	\$0.00	\$7.58	\$60.64	(\$60.64)	\$3.79	(\$64.43)	0.00%
10.5.1400.2210.921.6100	LIFE INSURANCE	\$0.00	\$1.10	\$8.80	(\$8.80)	\$0.55	(\$9.35)	0.00%
10.5.1400.2210.921.6220	LIFE INSURANCE	\$0.00	\$0.96	\$7.68	(\$7.68)	\$0.48	(\$8.16)	0.00%
10.5.1400.2220.921.1100	MEDICAL INSURANCE	\$0.00	\$2,401.30	\$18,532.88	(\$18,532.88)	\$1,200.65	(\$19,733.53)	0.00%
10.5.1400.2220.921.6100	MEDICAL INSURANCE	\$0.00	\$346.18	\$2,671.76	(\$2,671.76)	\$173.09	(\$2,844.85)	0.00%
10.5.1400.2220.921.6220	MEDICAL INSURANCE	\$0.00	\$305.28	\$2,356.08	(\$2,356.08)	\$152.64	(\$2,508.72)	0.00%
10.5.1400.2230.921.1100	DENTAL INSURANCE	\$0.00	\$138.56	\$1,108.48	(\$1,108.48)	\$69.28	(\$1,177.76)	0.00%
10.5.1400.2230.921.6100	DENTAL INSURANCE	\$0.00	\$19.98	\$159.84	(\$159.84)	\$9.99	(\$169.83)	0.00%
10.5.1400.2230.921.6220	DENTAL INSURANCE	\$0.00	\$17.60	\$140.80	(\$140.80)	\$8.80	(\$149.60)	0.00%
10.5.2140.1000.922.1100	SALARIES, CERTIFIED STAFF	\$1,876,589.96	\$154,369.82	\$1,252,746.81	\$623,843.15	\$550,431.27	\$73,411.88	3.91%
10.5.2140.2110.922.1100	TEACHER'S RETIREMENT (TRS)	\$28,148.85	\$1,857.93	\$14,966.82	\$13,182.03	\$931.22	\$12,250.81	43.52%
10.5.2140.2130.922.1100	FICA	\$0.00	\$207.70	\$1,661.60	(\$1,661.60)	\$103.85	(\$1,765.45)	0.00%
10.5.2140.2140.922.1100	MEDICARE	\$27,210.55	\$2,087.49	\$17,073.84	\$10,136.71	\$1,112.82	\$9,023.89	33.16%
10.5.2140.2210.922.1100	LIFE INSURANCE	\$3,588.00	\$205.34	\$1,642.72	\$1,945.28	\$102.67	\$1,842.61	51.35%
10.5.2140.2220.922.1100	MEDICAL INSURANCE	\$293,186.09	\$27,896.94	\$217,914.39	\$75,271.70	\$13,918.81	\$61,352.89	20.93%
10.5.2140.2230.922.1100	DENTAL INSURANCE	\$17,912.85	\$1,516.42	\$12,061.58	\$5,851.27	\$758.21	\$5,093.06	28.43%
10.5.2140.3399.922.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$129.40	\$1,176.70	(\$1,176.70)	\$0.00	(\$1,176.70)	0.00%
10.5.2140.1000.923.1100	SALARIES, CERTIFIED STAFF	\$52,125.00	\$0.00	\$0.00	\$52,125.00	\$0.00	\$52,125.00	100.00%
10.5.2140.2140.923.1100	MEDICARE	\$755.81	\$0.00	\$0.00	\$755.81	\$0.00	\$755.81	100.00%
10.5.2140.2210.923.1100	LIFE INSURANCE	\$414.00	\$0.00	\$0.00	\$414.00	\$0.00	\$414.00	100.00%
10.5.2140.2220.923.1100	MEDICAL INSURANCE	\$7,787.95	\$0.00	\$0.00	\$7,787.95	\$0.00	\$7,787.95	100.00%
10.5.2140.2230.923.1100	DENTAL INSURANCE	\$502.36	\$0.00	\$0.00	\$502.36	\$0.00	\$502.36	100.00%
10.5.2130.1100.924.1100	SALARIES, NON CERTIFIED STAFF	\$656,826.06	\$49,148.81	\$413,437.36	\$243,388.70	\$158,491.81	\$84,896.89	12.93%
10.5.2130.2110.924.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$126.11	\$1,009.90	(\$1,009.90)	\$133.44	(\$1,143.34)	0.00%
10.5.2130.2120.924.1100	MUNICIPAL RETIREMENT	\$14,778.59	\$275.18	\$2,466.06	\$12,312.53	\$137.29	\$12,175.24	82.38%
10.5.2130.2130.924.1100	FICA	\$40,723.22	\$2,479.23	\$20,306.15	\$20,417.07	\$1,237.10	\$19,179.97	47.10%
10.5.2130.2140.924.1100	MEDICARE	\$9,523.98	\$654.13	\$5,562.83	\$3,961.15	\$408.12	\$3,553.03	37.31%
10.5.2130.2210.924.1100	LIFE INSURANCE	\$3,618.00	\$32.18	\$257.44	\$3,360.56	\$16.09	\$3,344.47	92.44%
10.5.2130.2220.924.1100	MEDICAL INSURANCE	\$162,592.91	\$13,598.30	\$110,202.78	\$52,390.13	\$6,799.15	\$45,590.98	28.04%
10.5.2130.2230.924.1100	DENTAL INSURANCE	\$10,318.42	\$826.26	\$6,610.08	\$3,708.34	\$413.13	\$3,295.21	31.94%
10.5.2130.3399.924.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$1,793.98	(\$1,793.98)	\$0.00	(\$1,793.98)	0.00%
10.5.1207.1000.926.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$8,297.60	\$66,380.80	(\$66,380.80)	\$33,190.29	(\$99,571.09)	0.00%
10.5.2110.1000.926.1100	SALARIES, CERTIFIED STAFF	\$1,462,465.65	\$95,966.02	\$768,148.21	\$694,317.44	\$353,953.94	\$340,363.50	23.27%
10.5.2410.1000.926.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$522.86	\$4,182.88	(\$4,182.88)	\$2,091.44	(\$6,274.32)	0.00%
10.5.2110.1005.926.1100	STIPENDS-CERTIFIED	\$0.00	\$0.00	\$259.22	(\$259.22)	\$259.22	(\$518.44)	0.00%
10.5.2570.1005.926.1100	STIPENDS-CERTIFIED	\$0.00	\$319.54	\$2,819.90	(\$2,819.90)	\$878.88	(\$3,698.78)	0.00%
10.5.2110.1100.926.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$30,144.12	\$243,128.76	(\$243,128.76)	\$99,109.80	(\$342,238.56)	0.00%
10.5.2110.1100.926.4993	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$1,200.00	(\$1,200.00)	\$0.00	(\$1,200.00)	0.00%
10.5.1207.2110.926.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$103.72	\$829.76	(\$829.76)	\$51.86	(\$881.62)	0.00%
10.5.2110.2110.926.1100	TEACHER'S RETIREMENT (TRS)	\$21,880.69	\$1,562.55	\$12,524.24	\$9,356.45	\$782.04	\$8,574.41	39.19%

LaGrange Area Dept. of Special Education

Monthly Expenditures

Fiscal Year: 2024-2025

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

From Date: 4/1/2025

To Date: 4/30/2025

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2410.2110.926.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$6.54	\$52.32	(\$52.32)	\$3.27	(\$55.59)	0.00%
10.5.2570.2110.926.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$1.14	\$9.12	(\$9.12)	\$0.57	(\$9.69)	0.00%
10.5.2110.2130.926.1100	FICA	\$0.00	\$68.20	\$545.60	(\$545.60)	\$34.10	(\$579.70)	0.00%
10.5.2110.2130.926.4993	FICA	\$0.00	\$0.00	\$74.40	(\$74.40)	\$0.00	(\$74.40)	0.00%
10.5.1207.2140.926.1100	MEDICARE	\$0.00	\$120.34	\$962.72	(\$962.72)	\$60.17	(\$1,022.89)	0.00%
10.5.2110.2140.926.1100	MEDICARE	\$21,151.33	\$1,695.51	\$13,710.00	\$7,441.33	\$851.09	\$6,590.24	31.16%
10.5.2110.2140.926.4993	MEDICARE	\$0.00	\$0.00	\$17.40	(\$17.40)	\$0.00	(\$17.40)	0.00%
10.5.2410.2140.926.1100	MEDICARE	\$0.00	\$7.54	\$60.32	(\$60.32)	\$3.77	(\$64.09)	0.00%
10.5.2570.2140.926.1100	MEDICARE	\$0.00	\$4.20	\$37.83	(\$37.83)	\$2.10	(\$39.93)	0.00%
10.5.1207.2210.926.1100	LIFE INSURANCE	\$0.00	\$9.64	\$77.12	(\$77.12)	\$4.82	(\$81.94)	0.00%
10.5.2110.2210.926.1100	LIFE INSURANCE	\$2,898.00	\$199.54	\$1,567.40	\$1,330.60	\$99.77	\$1,230.83	42.47%
10.5.2410.2210.926.1100	LIFE INSURANCE	\$0.00	\$0.48	\$3.84	(\$3.84)	\$0.24	(\$4.08)	0.00%
10.5.2110.2220.926.1100	MEDICAL INSURANCE	\$284,731.45	\$27,292.86	\$227,520.92	\$57,210.53	\$13,616.77	\$43,593.76	15.31%
10.5.2110.2230.926.1100	DENTAL INSURANCE	\$17,856.86	\$1,512.60	\$12,100.80	\$5,756.06	\$756.30	\$4,999.76	28.00%
10.5.2410.2230.926.1100	DENTAL INSURANCE	\$0.00	\$7.04	\$56.32	(\$56.32)	\$3.52	(\$59.84)	0.00%
10.5.2110.3399.926.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$161.28	(\$161.28)	\$0.00	(\$161.28)	0.00%
10.5.2110.3399.926.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$436.73	\$9,122.40	(\$9,122.40)	\$0.00	(\$9,122.40)	0.00%
10.5.2150.1000.927.1100	SALARIES, CERTIFIED STAFF	\$3,553,401.28	\$312,750.54	\$2,513,290.02	\$1,040,111.26	\$1,149,674.95	(\$109,563.69)	-3.08%
10.5.2150.2110.927.1100	TEACHER'S RETIREMENT (TRS)	\$53,301.02	\$3,869.82	\$31,099.61	\$22,201.41	\$1,935.77	\$20,265.64	38.02%
10.5.2150.2140.927.1100	MEDICARE	\$51,524.32	\$4,262.75	\$34,587.17	\$16,937.15	\$2,133.80	\$14,803.35	28.73%
10.5.2150.2210.927.1100	LIFE INSURANCE	\$8,762.00	\$462.72	\$3,670.84	\$5,091.16	\$231.36	\$4,859.80	55.46%
10.5.2150.2220.927.1100	MEDICAL INSURANCE	\$609,504.06	\$53,057.64	\$397,265.65	\$212,238.41	\$26,469.50	\$185,768.91	30.48%
10.5.2150.2230.927.1100	DENTAL INSURANCE	\$39,103.55	\$3,326.46	\$26,679.65	\$12,423.90	\$1,686.49	\$10,737.41	27.46%
10.5.2150.3107.927.1020	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$2,744.00	(\$2,744.00)	\$0.00	(\$2,744.00)	0.00%
10.5.2150.3107.927.1100	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$7,677.32	(\$7,677.32)	\$0.00	(\$7,677.32)	0.00%
10.5.2150.3399.927.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$82.81	\$2,451.72	(\$2,451.72)	\$0.00	(\$2,451.72)	0.00%
10.5.2510.3399.927.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$57.29	(\$57.29)	\$0.00	(\$57.29)	0.00%
10.5.1000.1000.928.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$12,542.36	\$98,456.58	(\$98,456.58)	\$50,169.48	(\$148,626.06)	0.00%
10.5.1200.1000.928.1100	SALARIES, CERTIFIED STAFF	\$2,788,834.19	\$251,020.14	\$2,065,066.63	\$723,767.56	\$920,552.82	(\$196,785.26)	-7.06%
10.5.1200.1000.928.4993	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$520.00	(\$520.00)	\$0.00	(\$520.00)	0.00%
10.5.1400.1000.928.6220	SALARIES, CERTIFIED STAFF	\$0.00	\$5,479.20	\$43,833.60	(\$43,833.60)	\$10,958.45	(\$54,792.05)	0.00%
10.5.2570.1005.928.1100	STIPENDS-CERTIFIED	\$0.00	\$37.64	\$357.58	(\$357.58)	\$94.12	(\$451.70)	0.00%
10.5.1200.1100.928.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	(\$35.00)	\$35.00	\$0.00	\$35.00	0.00%
10.5.1000.2110.928.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$156.78	\$1,230.72	(\$1,230.72)	\$78.39	(\$1,309.11)	0.00%
10.5.1200.2110.928.1100	TEACHER'S RETIREMENT (TRS)	\$41,832.51	\$3,003.06	\$24,689.86	\$17,142.65	\$1,532.92	\$15,609.73	37.31%
10.5.1200.2110.928.4993	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$6.50	(\$6.50)	\$0.00	(\$6.50)	0.00%
10.5.1400.2110.928.6220	TEACHER'S RETIREMENT (TRS)	\$0.00	\$68.50	\$548.00	(\$548.00)	\$34.25	(\$582.25)	0.00%
10.5.1200.2120.928.1100	MUNICIPAL RETIREMENT	\$0.00	\$70.15	\$487.95	(\$487.95)	\$35.26	(\$523.21)	0.00%
10.5.1200.2130.928.1100	FICA	\$0.00	\$671.57	\$4,980.23	(\$4,980.23)	\$349.34	(\$5,329.57)	0.00%
10.5.1000.2140.928.1100	MEDICARE	\$0.00	\$172.22	\$1,362.47	(\$1,362.47)	\$86.11	(\$1,448.58)	0.00%
10.5.1200.2140.928.1100	MEDICARE	\$40,438.10	\$3,385.34	\$28,051.34	\$12,386.76	\$1,732.55	\$10,654.21	26.35%
10.5.1200.2140.928.4993	MEDICARE	\$0.00	\$0.00	\$7.54	(\$7.54)	\$0.00	(\$7.54)	0.00%
10.5.1400.2140.928.6220	MEDICARE	\$0.00	\$69.02	\$559.86	(\$559.86)	\$34.51	(\$594.37)	0.00%
10.5.2570.2140.928.1100	MEDICARE	\$0.00	\$0.52	\$4.97	(\$4.97)	\$0.26	(\$5.23)	0.00%
10.5.1000.2210.928.1100	LIFE INSURANCE	\$0.00	\$19.28	\$154.24	(\$154.24)	\$9.64	(\$163.88)	0.00%
10.5.1200.2210.928.1100	LIFE INSURANCE	\$5,658.00	\$404.90	\$3,271.71	\$2,386.29	\$202.45	\$2,183.84	38.60%
10.5.1400.2210.928.6220	LIFE INSURANCE	\$0.00	\$9.64	\$77.12	(\$77.12)	\$4.82	(\$81.94)	0.00%
10.5.1000.2220.928.1100	MEDICAL INSURANCE	\$0.00	\$1,576.86	\$10,156.58	(\$10,156.58)	\$788.43	(\$10,945.01)	0.00%
10.5.1200.2220.928.1100	MEDICAL INSURANCE	\$528,680.21	\$53,522.06	\$421,659.02	\$107,021.19	\$26,556.63	\$80,464.56	15.22%
10.5.1400.2220.928.6220	MEDICAL INSURANCE	\$0.00	\$2,426.46	\$18,840.00	(\$18,840.00)	\$1,213.23	(\$20,053.23)	0.00%

407

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 4/1/2025

To Date: 4/30/2025

Fiscal Year: 2024-2025

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1000.2230.928.1100	DENTAL INSURANCE	\$0.00	\$99.58	\$647.64	(\$647.64)	\$49.79	(\$697.43)	0.00%
10.5.1200.2230.928.1100	DENTAL INSURANCE	\$34,177.14	\$3,262.98	\$24,883.15	\$9,293.99	\$1,631.49	\$7,662.50	22.42%
10.5.1400.2230.928.6220	DENTAL INSURANCE	\$0.00	\$140.92	\$1,127.36	(\$1,127.36)	\$70.46	(\$1,197.82)	0.00%
10.5.1200.3399.928.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$175.91	\$2,401.31	(\$2,401.31)	\$0.00	(\$2,401.31)	0.00%
10.5.2630.1100.929.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$7,491.84	\$71,270.31	(\$71,270.31)	\$18,729.69	(\$90,000.00)	0.00%
10.5.2570.2120.929.1100	MUNICIPAL RETIREMENT	\$0.00	\$0.66	\$7.08	(\$7.08)	\$0.33	(\$7.41)	0.00%
10.5.2630.2120.929.1100	MUNICIPAL RETIREMENT	\$0.00	\$54.68	\$589.13	(\$589.13)	\$27.34	(\$616.47)	0.00%
10.5.2570.2130.929.1100	FICA	\$0.00	\$5.30	\$53.01	(\$53.01)	\$2.65	(\$55.66)	0.00%
10.5.2630.2130.929.1100	FICA	\$0.00	\$441.34	\$4,415.20	(\$4,415.20)	\$220.67	(\$4,635.87)	0.00%
10.5.2570.2140.929.1100	MEDICARE	\$0.00	\$1.24	\$12.41	(\$12.41)	\$0.62	(\$13.03)	0.00%
10.5.2630.2140.929.1100	MEDICARE	\$0.00	\$103.22	\$1,032.59	(\$1,032.59)	\$51.61	(\$1,084.20)	0.00%
10.5.2630.2210.929.1100	LIFE INSURANCE	\$0.00	\$9.64	\$77.12	(\$77.12)	\$4.82	(\$81.94)	0.00%
10.5.2630.2220.929.1100	MEDICAL INSURANCE	\$0.00	\$3,052.76	\$23,560.72	(\$23,560.72)	\$1,526.38	(\$25,087.10)	0.00%
10.5.2630.2230.929.1100	DENTAL INSURANCE	\$0.00	\$176.14	\$1,338.68	(\$1,338.68)	\$88.07	(\$1,426.75)	0.00%
10.5.2570.3399.929.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$89.96	\$855.18	(\$855.18)	\$224.82	(\$1,080.00)	0.00%
10.5.1400.1100.930.6220	SALARIES, NON CERTIFIED STAFF	\$88,586.44	\$11,514.36	\$88,917.03	(\$330.59)	\$19,544.42	(\$19,875.01)	-22.44%
10.5.1400.2120.930.6220	MUNICIPAL RETIREMENT	\$1,993.19	\$60.53	\$585.10	\$1,408.09	\$26.95	\$1,381.14	69.29%
10.5.1400.2130.930.6220	FICA	\$5,492.36	\$686.63	\$5,192.14	\$300.22	\$285.87	\$14.35	0.26%
10.5.1400.2140.930.6220	MEDICARE	\$1,284.50	\$161.60	\$1,245.69	\$38.81	\$66.86	(\$28.05)	-2.18%
10.5.1400.2210.930.6220	LIFE INSURANCE	\$138.00	\$3.22	\$25.76	\$112.24	\$1.61	\$110.63	80.17%
10.5.1400.2220.930.6220	MEDICAL INSURANCE	\$7,754.68	\$615.40	\$5,345.10	\$2,409.58	\$307.70	\$2,101.88	27.10%
10.5.1400.2230.930.6220	DENTAL INSURANCE	\$502.36	\$46.52	\$372.16	\$130.20	\$23.26	\$106.94	21.29%
10.5.1400.3399.930.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$58.16	(\$58.16)	\$0.00	(\$58.16)	0.00%
10.5.1400.3399.930.6220	TRAVEL LOCAL MILEAGE	\$0.00	\$18.69	\$633.60	(\$633.60)	\$0.00	(\$633.60)	0.00%
10.5.1400.1100.931.6100	SALARIES, NON CERTIFIED STAFF	\$68,018.28	\$0.00	\$14,170.50	\$53,847.78	\$0.00	\$53,847.78	79.17%
10.5.1400.1100.931.6110	SALARIES, NON CERTIFIED STAFF	\$0.00	\$10,193.04	\$82,058.18	(\$82,058.18)	\$25,482.61	(\$107,540.79)	0.00%
10.5.1400.2120.931.6100	MUNICIPAL RETIREMENT	\$1,530.41	\$0.00	\$146.53	\$1,383.88	\$0.00	\$1,383.88	90.43%
10.5.1400.2120.931.6110	MUNICIPAL RETIREMENT	\$0.00	\$74.40	\$645.78	(\$645.78)	\$37.20	(\$682.98)	0.00%
10.5.1400.2130.931.6100	FICA	\$4,217.13	\$0.00	\$873.81	\$3,343.32	\$0.00	\$3,343.32	79.28%
10.5.1400.2130.931.6110	FICA	\$0.00	\$585.08	\$4,745.09	(\$4,745.09)	\$292.54	(\$5,037.63)	0.00%
10.5.1400.2140.931.6100	MEDICARE	\$986.27	\$0.00	\$204.35	\$781.92	\$0.00	\$781.92	79.28%
10.5.1400.2140.931.6110	MEDICARE	\$0.00	\$136.84	\$1,109.77	(\$1,109.77)	\$68.42	(\$1,178.19)	0.00%
10.5.1400.2210.931.6100	LIFE INSURANCE	\$138.00	\$0.00	\$3.22	\$134.78	\$0.00	\$134.78	97.67%
10.5.1400.2210.931.6110	LIFE INSURANCE	\$0.00	\$6.44	\$48.30	(\$48.30)	\$3.22	(\$51.52)	0.00%
10.5.1400.2220.931.6100	MEDICAL INSURANCE	\$19,453.25	\$0.00	\$1,801.24	\$17,652.01	\$0.00	\$17,652.01	90.74%
10.5.1400.2220.931.6110	MEDICAL INSURANCE	\$0.00	\$2,426.46	\$18,840.00	(\$18,840.00)	\$1,213.23	(\$20,053.23)	0.00%
10.5.1400.2230.931.6100	DENTAL INSURANCE	\$1,075.46	\$0.00	\$114.20	\$961.26	\$0.00	\$961.26	89.38%
10.5.1400.2230.931.6110	DENTAL INSURANCE	\$0.00	\$140.92	\$1,127.36	(\$1,127.36)	\$70.46	(\$1,197.82)	0.00%
10.5.1400.3399.931.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$160.04	(\$160.04)	\$0.00	(\$160.04)	0.00%
10.5.1400.3399.931.6110	TRAVEL LOCAL MILEAGE	\$0.00	\$81.90	\$526.00	(\$526.00)	\$0.00	(\$526.00)	0.00%
10.5.2550.1100.932.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$3,909.38	\$37,139.11	(\$37,139.11)	\$9,773.39	(\$46,912.50)	0.00%
10.5.2570.1100.932.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$74.96	\$712.59	(\$712.59)	\$187.41	(\$900.00)	0.00%
10.5.2550.2120.932.1100	MUNICIPAL RETIREMENT	\$0.00	\$28.54	\$306.32	(\$306.32)	\$14.27	(\$320.59)	0.00%
10.5.2570.2120.932.1100	MUNICIPAL RETIREMENT	\$0.00	\$0.54	\$5.83	(\$5.83)	\$0.27	(\$6.10)	0.00%
10.5.2550.2130.932.1100	FICA	\$0.00	\$237.40	\$2,263.81	(\$2,263.81)	\$118.70	(\$2,382.51)	0.00%
10.5.2570.2130.932.1100	FICA	\$0.00	\$4.56	\$43.47	(\$43.47)	\$2.28	(\$45.75)	0.00%
10.5.2550.2140.932.1100	MEDICARE	\$0.00	\$55.52	\$529.44	(\$529.44)	\$27.76	(\$557.20)	0.00%
10.5.2570.2140.932.1100	MEDICARE	\$0.00	\$1.06	\$10.11	(\$10.11)	\$0.53	(\$10.64)	0.00%
10.5.2550.2210.932.1100	LIFE INSURANCE	\$0.00	\$3.22	\$25.76	(\$25.76)	\$1.61	(\$27.37)	0.00%
10.5.2550.2220.932.1100	MEDICAL INSURANCE	\$0.00	\$1,937.92	\$10,794.92	(\$10,794.92)	\$968.96	(\$11,763.88)	0.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

Fiscal Year: 2024-2025

From Date: 4/1/2025

To Date: 4/30/2025

☐ Subtotal by Collapse Mask
 ☐ Include pre encumbrance
 ☐ Print accounts with zero balance
 ☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2550.2230.932.1100	DENTAL INSURANCE	\$0.00	\$114.20	\$913.60	(\$913.60)	\$57.10	(\$970.70)	0.00%
10.5.2550.3399.932.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$54.54	(\$54.54)	\$0.00	(\$54.54)	0.00%
10.5.2550.3399.932.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$54.28	(\$54.28)	\$0.00	(\$54.28)	0.00%
10.5.1400.1100.933.6220	SALARIES, NON CERTIFIED STAFF	\$31,275.00	\$0.00	\$0.00	\$31,275.00	\$0.00	\$31,275.00	100.00%
10.5.1400.2120.933.6220	MUNICIPAL RETIREMENT	\$703.69	\$0.00	\$0.00	\$703.69	\$0.00	\$703.69	100.00%
10.5.1400.2130.933.6220	FICA	\$1,939.05	\$0.00	\$0.00	\$1,939.05	\$0.00	\$1,939.05	100.00%
10.5.1400.2140.933.6220	MEDICARE	\$453.49	\$0.00	\$0.00	\$453.49	\$0.00	\$453.49	100.00%
10.5.1400.2210.933.6220	LIFE INSURANCE	\$138.00	\$0.00	\$0.00	\$138.00	\$0.00	\$138.00	100.00%
10.5.1400.2220.933.6220	MEDICAL INSURANCE	\$7,754.68	\$0.00	\$0.00	\$7,754.68	\$0.00	\$7,754.68	100.00%
10.5.1400.2230.933.6220	DENTAL INSURANCE	\$502.36	\$0.00	\$0.00	\$502.36	\$0.00	\$502.36	100.00%
10.5.1400.1100.934.6100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$3,127.50	\$29,711.25	(\$29,711.25)	\$7,818.75	(\$37,530.00)	0.00%
10.5.1400.1100.934.6220	SALARIES, NON CERTIFIED STAFF	\$82,420.90	\$3,740.88	\$35,538.56	\$46,882.34	\$11,675.40	\$35,206.94	42.72%
10.5.1400.2120.934.6100	MUNICIPAL RETIREMENT	\$0.00	\$22.84	\$245.10	(\$245.10)	\$11.42	(\$256.52)	0.00%
10.5.1400.2120.934.6220	MUNICIPAL RETIREMENT	\$1,854.47	\$27.30	\$293.06	\$1,561.41	\$13.65	\$1,547.76	83.46%
10.5.1400.2130.934.6100	FICA	\$0.00	\$188.02	\$1,796.05	(\$1,796.05)	\$94.01	(\$1,890.06)	0.00%
10.5.1400.2130.934.6220	FICA	\$5,110.10	\$179.72	\$1,842.71	\$3,267.39	\$88.88	\$3,178.51	62.20%
10.5.1400.2140.934.6100	MEDICARE	\$0.00	\$43.98	\$420.09	(\$420.09)	\$21.99	(\$442.08)	0.00%
10.5.1400.2140.934.6220	MEDICARE	\$1,195.10	\$42.04	\$431.02	\$764.08	\$20.79	\$743.29	62.19%
10.5.1400.2210.934.6100	LIFE INSURANCE	\$0.00	\$3.22	\$25.76	(\$25.76)	\$1.61	(\$27.37)	0.00%
10.5.1400.2210.934.6220	LIFE INSURANCE	\$414.00	\$3.22	\$25.76	\$388.24	\$1.61	\$386.63	93.39%
10.5.1400.2220.934.6100	MEDICAL INSURANCE	\$0.00	\$3,052.76	\$23,560.72	(\$23,560.72)	\$1,526.38	(\$25,087.10)	0.00%
10.5.1400.2220.934.6220	MEDICAL INSURANCE	\$24,750.46	\$3,041.86	\$21,301.58	\$3,448.88	\$1,520.93	\$1,927.95	7.79%
10.5.1400.2230.934.6100	DENTAL INSURANCE	\$0.00	\$176.14	\$1,409.12	(\$1,409.12)	\$88.07	(\$1,497.19)	0.00%
10.5.1400.2230.934.6220	DENTAL INSURANCE	\$3,043.66	\$140.92	\$1,127.36	\$1,916.30	\$70.46	\$1,845.84	60.65%
10.5.1400.3399.934.1020	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$73.32	(\$73.32)	\$0.00	(\$73.32)	0.00%
10.5.1400.3399.934.6220	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$247.40	(\$247.40)	\$0.00	(\$247.40)	0.00%
10.5.1400.1100.935.6220	SALARIES, NON CERTIFIED STAFF	\$0.00	\$290.00	\$9,005.10	(\$9,005.10)	\$0.00	(\$9,005.10)	0.00%
10.5.1400.2120.935.6220	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$22.02	(\$22.02)	\$0.00	(\$22.02)	0.00%
10.5.1400.2130.935.6220	FICA	\$0.00	\$17.98	\$558.30	(\$558.30)	\$0.00	(\$558.30)	0.00%
10.5.1400.2140.935.6220	MEDICARE	\$0.00	\$4.20	\$130.53	(\$130.53)	\$0.00	(\$130.53)	0.00%
FUND: EDUCATION - 10		\$32,896,200.84	\$2,862,142.72	\$23,812,837.17	\$9,083,363.67	\$6,608,802.76	\$2,474,560.91	7.52%
20.5.2540.3196.901.1020	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$10,595.50	(\$10,595.50)	\$0.00	(\$10,595.50)	0.00%
20.5.2540.3196.901.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$1,109.00	\$22,064.00	(\$22,064.00)	\$0.00	(\$22,064.00)	0.00%
20.5.2540.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$956.56	(\$956.56)	\$0.00	(\$956.56)	0.00%
FUND: OPERATIONS & MAINTENANCE - 20		\$0.00	\$1,109.00	\$33,616.06	(\$33,616.06)	\$0.00	(\$33,616.06)	0.00%
Grand Total:		\$32,896,200.84	\$2,863,251.72	\$23,846,453.23	\$9,049,747.61	\$6,608,802.76	\$2,440,944.85	7.42%

End of Report

LYONS TOWNSHIP HIGH SCHOOL

Jennifer Tyrrell, Ed.D
Principal

Sarah Smith, Associate Principal
North Campus
100 S. Brainard Ave.
LaGrange, IL 60525
(708) 579-6300

Greg Gardner, Associate Principal
South Campus
4900 S. Willow Springs
Western Springs, IL 60558
(708) 579-6500

May 13, 2025

TO: Dr. Brian Waterman

FROM: Dr. Jen Tyrrell

RE: June Graduates

Attached is a list of names of our June graduates. Please present to the Board of Education at the next regularly scheduled meeting.

Ryan Anwar Abusamen
 Gabriel Aguilar
 Isabella Sophia Aguirre-Lievano
 Omar Ahmed
 Mickey Francis Ahrens
 Patrick Edward Ahrens
 Marleen Alamo
 James Alan Albrecht
 Jake Anthony Alessi
 Syed Hamid Imran Ali
 Jonathan Almaraz
 Kyle Joseph Alpe
 Alissandra Maria Alvarez
 Gabriel Francisco Alvarez
 Sarah Elizabeth Amparan
 Riley Brooke Andel
 Benjamin Dahra Anderson
 Jack Aidan Anderson
 Dylan Ruben Andrade
 Gustavo Aragon
 Antonio Arenas III
 Alieya Dao Arif
 Mustafa Arif
 Nicholas Anthony Arquilla
 Noemi Ines Arredondo
 Alanna Marie Arriaga
 Abigail Arteaga
 Diego Roberto Avalos
 Cruz Santos Avila
 Isabella Ava Aviles
 Kenneth James Bach
 Luca James Bade
 Katherine Milena Badrov
 Emerson Maeve Snyders Baechle
 Ava Catherine Bailey
 Ece Nehir Bali
 Isabella Rose Ballarini
 Ryan Michael Banasiak
 Stella James Barnicle
 Benjamin Oreste Barnstable
 Leo Patrick Barrette
 Emily Barrios
 Enzo Angelo Bartolomei
 Aubrey Miguel Bass
 Brandon Becerra
 Angel Joel Becerril
 Sath Daniel Becerril
 Nina Athena Bednar
 Jason Mark Bendok
 Nayeli Amaris Benitez
 Devlin Logan Berends
 Giovanni Francesco Bernardo
 Giuseppe Attilio Bernardo
 Tess Katherine Bernson
 Natasha Catherine Bertovic
 Emmy Lucia Bertucci
 Gabriel Andrew Beyer
 Katherine Mae Beyer
 William Gregory Bezanis
 Jay Marie Bilotta
 Cathleen Marie Bilotta
 Anne Xi Lin Bishop
 Kylie Lauren Blake
 Fred Charles Blumhagen V
 Nicolina Rose Bobzin

Gabrielle Alice Boillat
 Sophia Marie Boivin
 Daniela Bojovic
 Ethan Alexander Bond
 Brooke Elizabeth Bonniwell
 Landon James Borgmann
 Quentin Charles Wayne Bourgeois
 Kellin Michael Walsh Bourjaily
 Spencer Lee Bourn
 Nevaeh Marie Jones Boyd
 Daniel Brian Brantner
 Angel David Bravo
 Sofia Miranda Bravo
 Catherine Anne Brejcha
 Madelyn Maegen Brennan
 Alexander Thomas Brodeur-Campbell
 Martivia Jasmine Brooks
 Bri'Jon Brooks
 Anastasia Marie Brown
 Cooper Howard Brown
 Simone Evelyn Brown
 Liam John Bruederle
 Giovanni Lee Bruno-Gallo
 Robert Pawel Bucko
 Lillian Mya Buhle
 Joseph Gianni Buralli
 Rocco James Buralli
 Mason Robert Burda
 Macie Jean Burek
 John Seagreaves Burgess
 Mia Clare Burk
 Harrison Joseph Burke
 Alarie Jashei Burkley
 Mykel Richie Burrell Jr
 Madeline Brooke Buzek
 Thomas Brennan Buzzelli
 Adam Bylina
 Maeve Connie Byrne
 Rolando Joseph Cahill
 Ryan Allen Calhoun
 Makayla Ann Calmeyn
 Kate Flynn Campbell
 Gerardo Campos
 Paulina Campos
 Leonard Marc Cannizzaro
 Thomas Justice Capizzi
 Eve Marie Capraro
 Chloe Renee Carabez
 Delilah Rose Carli
 Malina Elli Carli
 Diana Elizabeth Carlin
 Andrew Whitney Carlisle
 Gavin Michael Carolan
 Katherine Bernadette Carolan
 Arianna Rae Carrithers
 Daniel Timothy Carroll
 Harper Angeline Carroll
 Claire Ruth Carsten
 Gabriela Casabal
 Luca Sergio Casciani
 Sydney Grace Cascone
 Magdalena Eva Casiello
 Francis Phillip Casiple
 Mia Elizabeth Cassaro
 Gabriel Esteban Castaneda

Jaydrian Jordan Castillo
 Naexy Ruby Castillon Martinez
 Isabella Kaitlyn Caulfield
 Audrey Rose Cavaliere
 Isabela Marie Cazares
 Emely Frida Cervantes
 Tyler Arthur Chambers
 Leeyah Naomi Chancy
 Nina Cecile Channell
 Frederick Allen Shu-Bai Chen
 Yuang Chen
 Stephanie Marie Chesloe
 David Sylvester Chestnut
 Patrick John Chlopek
 Samuel Chukwuemeka Chukwunonye
 Ruth Elizabeth Church
 Charles Richard Ciesla
 Krystalo Ruth Cios
 Jane Maureen Cipra
 John Paul Cisek
 Gil Henry Clark
 Benjamin R. Clarke
 Cameron James Clarke
 Quinn Andrew Clarke
 Tabitha Cathryn Clayton
 Malia J Cobb
 Jaden Ella Coffelt
 Matthew Healy Coffey
 Brody Patrick Collins
 Owen Robert Collins
 Benjamin Patrick Colucci
 Katherine Rose Conneely
 Keira Muiread Connelly
 Isaac James Constas
 Ellie Lyn Cook
 Gordon Barry Cook
 Ashton Alexander Cooper
 Penelope Grace Cornell
 Benjamin Alden Eleazar Couture
 Charlotte Maeve Coyne
 Gabriel Nicolas Cruz
 Kenneth Robert Cruz
 Logan Andrew Canchola Cudaback
 Ashley Elizabeth Culin
 David James Cundiff
 Thomas Michael Curran III
 Colin Edward Cushing
 Ella Ann Cuttica
 Sonia Urszula Czarnota
 Virginia Mae D'Alessio
 Sofia Elizabeth D'Antonio
 Brooke Marie D'Aprile
 Liberty Catherine Dangles
 Adaiah Daniels
 Patterson A. Daniels
 Amaya Marie Davis
 Brooklyn Dayanara Davis
 Damien Alexander Dawson
 Charles Henry DeCraene
 Nolan Bennett Deines
 Alivia Angelica Del Giudice
 Aaron DeLaCruz
 Jose Luis DeLaGarza Jr II
 Brandon Derrick Delgado
 Cecilia Rose Delgado

Joseph Henry DelliBovi
 Matthew Thomas Deuter
 Trevor Jon DeVries
 Joshua Steven DeWeese
 Kyra Marie DeWeese
 Biara Diaz
 Damien Santos Diaz
 Jamie Isabella Diaz
 Reid William Dickman
 Nicholas Richard Diderrich
 Emmett John Dill
 Gavin Thomas Dill
 Artist Jeremy Dingle-Guynn
 John Fletcher Dixon Jr
 Liam Connor Doherty
 Julia Anna Dominiak
 Gianna Niemah Lela Dorgan
 Conner Nicolas Dorotiss
 Thalia Carolina Dortch
 Danielle Andrea Dow
 Allie Marie Downes
 Ryan Patrick Downey
 Lucy Anabella Dreher
 Dominick Joseph Dudek
 Anne Gardner Dudley
 Sean Patrick Dunne
 Colin Michael Dunneback
 Dayanary Duque Reyes
 Chloe Marie Dwan
 Emma Joan Dwyer
 Natalie Tayler Dziallo
 Roman John Dzielak
 Lylah Marie Dziwak
 Avery Clare Eagan
 Nicholas Thomas Edwards
 Blake William Egan
 Eva Pauline Eggerding
 Jenna Grace Eggerding
 Sandra Kathleen Eisenhart
 Murd Mirghani Elfaki
 Alina Tonancin Elguezabal
 Hamza Eyad Elqaq
 Meredith Elise Elrod
 Anya Caylee Elson
 William Patrick Emmick
 Lyla Helyne Enriquez
 Theresa Grace Enselman
 Dominic Vito Eorio
 Daniel Alexander Episcopo
 Liam Michael Episcopo
 Saylor Francesca Episcopo
 Maya Rose Escamilla
 Eduardo Escobedo
 Leonardo Escobedo
 Richard C. Escobedo Jr
 Magaly Estrella Estrada
 Valery Estrada Sanchez
 David Robert Eterno
 Isabella Elaine Evans
 Nora Ezike
 Jasmin Fabian
 Paul Kazimieras Fagans
 Bellatoni Giovanni Falcone
 Erin Alexandra Farley
 John Ryan Farley

Jack Andrew Farmer
 Reagan Theresa Farnan
 Ronan Healy Fay
 Anyla Avianna Feiner
 Kenneth John Ferguson
 Joshua Alexander Fernandez
 Kevin Fernandez
 Aaron Matthew Fernandez
 Leigh Ann Ferrell
 Elise Leonor Ferro
 John Burke Fielding
 Lila Helen Finnegan
 Abby Christine Fischer
 Nathan McKinley Fisher
 Noah Daniel Fitzgerald
 Javier Guadalupe Flores
 Aniya Nicole Flores
 Maddix Jovan Flores
 Noelani Flores
 Xochitl Maria Flores
 Andrew Charles Luis Focht
 Eleanor McShane Forsythe
 Brandon Forte
 Halina Addison Foster
 Colin Thomas Fousek
 Daniel Joseph Franko
 Colette Andres Frantz
 Mario Luis Frieh
 Hunter North Frommelt
 Lidia Celeste Frye
 Rachel Deborah Fuller
 Joshua Thomas Furey
 Jeremiah Anthony Gaines
 Edwin Miguel Galicia
 Finn Irie Gallagher
 Leilanny Gallegos Moreno
 Jeylin Galvan-Coss
 Adrian Humberto Galvez
 Emily Guadalupe Galvez
 Lachlan Torrey Hamilton Gantt
 Luka Garbauskas
 Azucena Adamaris Garcia
 Beyoncé Garcia
 Efren Anthony Garcia Jr
 Jonathan Emmanuel Garcia
 Samuel Garcia
 Rebecca Sarahi Garcia Suarez
 Siena Rose Garcia-Rizzo
 Alejandro Arnulfo Garcia-Rodriguez
 Iriana Gissel Garcia-Sanchez
 Anthony John Garrigues
 Dylan Zachary Garth
 Iliana Andrea Garza
 Alec Samuel Garza
 William Ford Gatland
 Julian Benjamin Gawel Barden
 Caroline Rose Gee
 Brian Daniel Geisert
 Laura Susan Geisert
 Adeline Sarah Georgelos
 Amelia Maria Georgelos
 Anne Elizabeth Georgelos
 Aliyah Lizette Geronimo
 Ryan James Gertsmeier
 James Morgan Gibbons

Virginia Suzanne Gibbs
 Hannah Colleen Gillette
 Nicholas Robert Giordano
 Estelle Marie Giustini
 Sophia Anne Giustini
 Ashton Beauregard Glazov
 Antonio Leobardo Godinez
 Thomas Arthur Goff
 Joseph Hayden Gojdas
 Katerina Gabriela Gojkovich
 Abigail Faith Gombis
 Abel Miguel Gonzalez
 Aviana Gonzalez
 Bryan Gonzalez
 Clarisa Gonzalez
 Joel Jacob Gonzalez
 Matthew John Gonzalez
 Xavier Daniel Gonzalez
 Brady Ronan Gorman
 Jacob Michael Goss
 Nicholas Henry Goss
 Jacob Paul Graber
 Megan Elizabeth Gray
 William James Grayson
 Mia Maria Pierina Graziano
 Abigail Christine Grech
 Theadora Melanie Green
 John Douglas Grier
 Brenik Andan Griffin
 Ciara Rose Griffin
 Derrick D'Andre Griffin
 Margaret Clare Griffin
 Jack Grigus
 Adam Henry Grush
 Aldo Alexander Guadalupe
 Wyatt Blake Guerin
 Diana Rocio Guerrero
 Eva Loren Guerrero
 Vaughn Cooper Guilfoile
 Daniel Arturo Gutierrez
 Joshua Nathaniel Gutierrez
 Angel Ruben Gutierrez Sanchez
 Aidan Gerard Hahn
 Daniel Richard Haley
 Dylan John Hall
 Nolan Patrick Hamilton
 Riley Kathleen Hamilton
 Eleanor Anne Hare
 Genevieve Mary Harmount
 Luke Charles Harrigan
 Shane Landon Harris
 Tyler Hassell
 Isaac Michael Hawbaker
 Rianna Mae Haymes
 Ava Mahal Heery
 Cole William Heetel
 Ollie Ray Heise
 Olivia Marie Helmetag
 Jackson David Henning
 Sophie Amelia Hensel
 Ava Hunter Hepokoski
 Alysya Herman
 Alexandria Mary Hermann
 Diego Hernandez
 Sophie Alessandra Herrera

Julian Francisco Herrera-Tellez
 Jackson Michael Higgins
 Dahlia Joy Highland
 Erin Kathleen Higney
 Ryder Allen Hilding
 Aidan Dolan Hincks
 Rachel Allison Hitzeman
 Nhan Ngoc Thanh Hoang
 Shakira Armony Hodge
 Jacob Lamar Hodges
 Jordyn Avery Hoffenberg
 Isabella Ann Judith Holeccek
 Karlie Therese Hollinger
 Ryan Anthony Hollinger
 Joshua Myles Hollowed
 Khylla Joyce Hopkins
 Alyssa Nicole Hubbs
 Luke Andrew Hudetz
 Seth Syrup Hyland
 Usmaan Mohammed Ibrahim
 Anthony Isidoro Juarez
 Yassein M. Ismail
 Cedric Issel
 Max Asher Itkowitz
 Ivan Ivanov Ivanov
 Somyra Caridad Ivin
 Jeremiah Matias Jablonski
 Lauren Catherine Jablonski
 Hadi Jabri
 Brayden Joseph Jadro
 Zoe Elizabeth Jaksa
 Lukas Marius Jameikis
 Molly Katherine James
 Liliana Bella Jandura
 Joseph John Janis
 Daniel Patrick Janiszewski Jr
 Sara Lynn Jarrett
 River Sage Jennison
 Arabella Sage Hanna Jennison
 David Jimenez-Garcia
 Benjamin Lewis Johnson
 Hailey Grace Johnson
 Aidan James Jones
 Nedas Jotautas
 Delaney Grace Judkins
 Emily Claire Justak
 Rachel Joy Kaczor
 Sophie Louise Kalas
 Naomi Anne Kallemeyn
 Grace Elizabeth Karan
 Rachel Lea Karlson
 Julia Frances Kasky
 Maksymilian Kasprzak
 Oliver Kasza
 Luke Lemuel Keeley
 Roan Michael Keenan
 Roxanne Elise Kelley
 Henry Joseph Kelley
 Tabitha Rose Kelliher
 Aidan James Kelly
 Ella Jean Kelly
 Dominic Matthew Kent
 Grace Caitlyn Kerr
 Alexis Lee Kerrigan
 Sepherjon Keskin

Charles Thomas Kessler
 Annie Kathleen Ketchum
 Sami M. Khilfeh
 Matthew Joseph Kielczynski
 Daniel James Kienzle
 Christian Seungwon Kim
 Tevin Lee Kim
 Tucker Thomas King
 Tyler Nicholas Kirk
 Lester Harrison Kirschbaum
 Everett Thomas Kittridge
 Vivian Anna Kittridge
 Rafael Edward Klaczynski
 Ian Johann Knoernschild
 Kyle Robert Knoernschild
 Tessa Simone Kochanek
 Eleanor Marie Koehler
 Cooper James Komsthoef
 Lauren Mar Korzyniewski
 Emma Claire Kostal
 Daniel Robert Kowalczyk
 Rachel Mary Kowalski
 Alexandra Grayce Kowalski
 Gabriela Maria Kram
 Mercer Thomas Krantz
 Jack Bradley Kraus
 Madison Lynn Kraus
 Augustas Carter Krause
 Conner Tab Krisher
 Grainne Genevieve Kristufek
 John Krogh Jr
 Marko Krstov
 Nathan David Kruchko
 Reese Morgan Krueger
 Alexandra Jeanine Kruger
 Madison Teresa Krzyzowski
 Alisabeth Rose Kubick
 Joseph Charles Kucera
 Mikolaj Rafal Kucharzyk
 Agnes Ruby Kuchta
 Stephen Edward Kudia
 Molly Elizabeth Kudlacz
 Colin Pauley Kultgen
 Sean Pauley Kultgen
 Adam David Kural
 Jack Cooper Kutchek
 Sarah Ann Kuznetzow
 Evangelia Francine Kyriazis
 Kara Michele La Rocco
 Grace Elizabeth Lannon
 Chloe Taylor Lanspeary
 Grace Taylor Lanspeary
 Rostislav Laporionok
 Tess Emily Larmon
 Hannah Leah Laus
 Angelica Marie Lazich
 Konur Charles Le Gros
 Liorelys Maria Leal Altuve
 Brady Thomas Lee
 Le'Maya Pearl Lemons
 Emma Lee Lenti
 Caden Aubrie Leshner
 Alexander JP Letowski
 Drake Andrey Levreau
 Bruno Ligammari

Marisa Chingrong Lin
 Ruben Linares
 James Steven Lloyd
 Taina Jamara Lomeli
 Mack Alexander Long
 Antonieta Fabiana Lopez
 Brendan Michael Lopez
 Lily Kathleen Lopez
 Melina Rose Lopez
 Sofia LoSavio
 Anthony Leroy Lowe Jr
 Luka Cimaroli Luburic
 Hunter Robert Ludolph-Koukola
 Natasha Maria Lumb
 Alexander Luna
 Stella Anjelica Luna
 Chase Richards Lund
 Angelo Hanson Lundeen
 Anna Hazel Luszcz
 Reese Naomi Lutz
 Daniel Alejandro Macias
 Devon Pierre MacKenzie
 Dylan Nicholas MacKenzie
 Christian Michel Macouzet Hernandez
 Sean Mallow Maddocks
 William John Madigan
 Aleksandar Madzarevic
 Sofia Maria Magajne
 Griffin Brian Martin Magee
 Gianna Victoria Magliocco
 Joaquin Francisco Magpayo
 James Daniel Mahoney
 Jocelyn Marie Majka Barnard
 Natalie Makovetskiy
 Luke Joseph Malay
 Brian Luis Alan Maldonado
 Francisco Girolamo Mangiameli
 Julia Grace Mango
 Finn Patrick Manning
 Harrison Wayne Manthei
 Ashley Sarai Maranon
 Jose Oliver Maria
 Nicholas John Marino
 Victor Marinov
 Elaine Joyce Markus
 Benjamin Gonzalo Marmolejo
 Paul Jacob Marnell
 Melissa Marquez
 Mia Nicole Marquez
 Jack Edward Martens
 Peter Melic Martin
 Ava Rose Martinez
 Dania Anahi Martinez
 Derek Anthony Martinez
 Roger Thomas Martinez
 Victor Roberto Martinez Alday
 Alana Marusic
 Elizabeth Anne Mason
 Emily Paige Masters
 Matthew Alexander Matteucci
 Roman Steven Maxwell
 Kaitlyn C. Mazgay
 Madisyn G. Mazgay
 Sean Patrick McCabe
 Ella Katharine McCann

Kathleen Arlene McCarthy
 Kevin O'Neill McCarthy
 Caden Michael McCartney
 Evey Elizabeth McClure
 Dennis Gregory McConville
 Timothy William McCormick
 Miley Madison McCullum
 Avery Katharine McDonnell
 Penelope Grace McDowell
 Alexa Joanne McFarlin
 Nisha Agnes McGahey
 Adam McIntyre
 William Brooks McKenna
 Madeline Marie McLane
 Tobias Vincent McLaughlin
 Megan Elizabeth McManus
 Sara Lindsay McMillan
 Caden Manuel McNamara
 Catherine Therese McVady
 Augustine Patrick Meccia
 Christopher Alexander Medina
 Santino Dino Medina
 Jonathan Francisco Medrano
 John Wesley Meehan
 Aiden Mehmedi
 Jacob Paul Meissner
 David Melero Jr
 Audrey Madison Metke
 Livia Jane Metrik
 Ethan Becht Meuer
 Sydney Frances Michalak
 Adeline Grace Michor
 Austin James Mieszala
 Mila Miletic
 Gabrielle Miller
 Jason Alexander Miller
 Sophie Nanlley Miller
 Nina Jane Mini
 James Thomas Minton
 Andre St Germain Misovic O'Connell
 Sophia Marie Mistretta
 Maya Mladjan
 Alisha Ann Momusse
 Cora Lynne Monahan
 Gavin Henry Monckton
 Francisco David Monroy Hernandez
 Cristian Montano Martinez
 Louis Arthur Montes
 Kianna Marie Montgomery
 Leslie Rose Moore
 Daniel Morales-Almazan
 Emily Morquecho-Cordova
 Camden Orr Morris
 Corinna Rose Morrissey
 Sarah Julianne Paliatka Morrissey
 Daniya Reva Morrow
 Caroline Emma Mortonson
 Patrick Michael Mozis
 Sarah Kay Mshar
 Alexander Vivatt Mudd
 Paulius Mugenis
 Brenna Ruth Mulhern
 Anna Marie Murphy
 Adam Christian Murray
 Marissa Janelle Murray

London Mychaela Muscolino
 Kevin Ryan Myers
 Alex Naglak
 Harris Nandan
 Brian Ifeanyi Nduka
 Elliot John Nee
 Nayeli Negron
 Jason Starbuck Neill Jr.
 William Lawrence Nelson IV
 Sebastian Nevarez
 Luke Lincoln Nicholaus
 Isabel Maria Fe Niego
 Chase James Nielsen
 Thomas John Niemiec
 Genesis Nietes
 Anastasia Zorica Nikolic
 Daniel Peter Nikolic III
 John Matthew Nikolic
 Chloe Jean Nisbet
 Jameel Qusai Nofal
 Sian Ka'an Nogueta Nunez
 Finnegan Joseph Nolan
 Claire Lillie Nordmeyer
 Thomas Fitz Norgle
 Lucas Frederic Noth
 Jaylene Joclynn Nunez
 Emily Ann Nutting
 John Patrick O'Brien
 Rebeka Maryanna O'Connell
 John Gregory O'Halloran
 Sydney Rain O'Hare
 Liam Paul O'Malley
 Sarsha Quinn O'Sullivan
 Aaron Antonio Obert
 Emily Elizabeth Ochab
 Jacob Israel Ochoa
 Molly Sean Ogden
 Daisy Myers Oldenburg
 Joseph Martin Olinger
 Donald Owaun Ray Oliphant
 Xavier Lee Olson
 Evelyn Suzanne Ormsby
 Aiden Benito Orozco
 Skyler Alexis Orr-Depner
 Chris Orta
 Isabella Marie Ortiz
 Diego A. Osorio
 Nicolas Antonio Osorio
 Nicholas Michael Pabijan
 Gustas Packevicius
 Agustin Julian Padilla
 Mary Catherine Pajauskas
 Anderson Kinya Palm
 Jonathan James Palmerin
 Brianna Diamond Pantoja
 Brandon Michael Paries
 Claire Elizabeth Parkhill
 Gabriel Thaddeus Paszyna
 Maitri Hetal Patel
 Maya Sima Patel
 Giovanni George Paul
 Sophia Ellen Pav
 Tate John Pavelka
 Dillon James Pavlinek
 Anastasija Pavlovic

Patricia Pawlikowski
 Hunter Thomas Pawlowski
 Gavin Shelton Peagler
 Julian Christian Pearson
 Kennedy Ann Pechloff
 Addison Kathryn Pelling
 Emily Elizabeth Pelling
 Claire Ann Perdue
 Breanna Aracely Perez
 Natalia Sofia Perez
 Lukas Henry Petersen
 Darren Keith Peterson
 Matthew Stephen Peterson
 Goran Petkoski
 Andrej Petkovic
 Matthew John Petraitis
 Joseph Anthony Petrich
 Adria Ana Petrus
 Audrey Rose Pignotti
 Kate Elizabeth Pignotti
 Alisha Jainelis Pina Machin
 Dominic Joseph Piscioti
 Michael Joseph Pister
 William Joseph Pleviak
 Sonya Renee Plichta
 Lola Podolner
 Katherine Polomsky
 Ian Mathias Polonowski
 Daniel Popovich
 Marko Zlatko Popovski
 Eleanor Frances Powell
 Madeline Annabelle Price
 Adeline Rose Proctor
 Katherine Elizabeth Ptasnik
 Madison Marie Pyrcce
 Henry William Quinn
 Madelyn Ava Quinn
 Sami Ayoub Rabah
 Zayn Ayoub Rabah
 Peyton Ciarah Radeke
 Harrison Robert Rader
 Jamie Lynn Radford
 Nikola Radovanovic
 Brock Steven Radtke
 Mason Jon Radtke
 Norah Lynn Radtke
 Hanna Grace Radulski
 Elise Tunney Rahman
 Miles Jarrett Rakvin
 Taya Marie Ramana
 Angel Lorenzo Ramirez
 Arielle Elisabeth Ramirez
 Michael Isaak Ramirez
 Erick Jesus Ramos
 Jenelle Ramos
 Krishna Nicole C. Ramos
 Grant Alexander Rasmussen
 Conor Michael Ray
 Madeline Paige Reepmeyer
 Makaela Shawna Anita Reimer
 Morgan Swanson Reising
 Matthew Alexander Remedi
 Anna McKenzie Rempfer
 Elyssa May Replin
 Maria Isabella Revilla-Comella

Aaliyah Zoey Reyes
 Julian Anthony Reyes
 Mallory Ann Reynolds
 Daniel Johnathan Rhineberger
 Madeline Grace Richard
 Laci Therese Richert
 Katelyn Marie Ridyard
 Matthew Philip Rife
 Alexandria Marie Riley
 Milexi Aliah Rivas
 Maiah Jayleen Rivera
 Raul Campos Rivera
 Richard Andrew Rivera
 Tanner Ray Rivera
 Ashly Ana Roberts
 Alyssa Marie Robinson
 Brody Alan Robison
 Johnny Damian Rocha
 Camila Rodriguez
 Claudio Alberto Rodriguez
 Francisco Mateo Rodriguez
 Isabella Marie Rodriguez
 Lelend Ubaldo Rodriguez
 Marciano Julian Rodriguez
 Victor Hugo Rodriguez
 Anael Adrian Rodriguez Collazo
 Eric Christopher Roemer
 Paul Victor Rogers
 Thomas Andrew Rokicki
 Amelia Bess Romano
 Cristalyn Guadalupe Romero-Rojas
 Gustavo Rosales
 Kevin A. Rosales Ramirez
 Molly Frances Rossi
 Kaelyn Myers Roth
 Aaron M. Rowe
 Carol Rubio-Ramos
 Lily Elizabeth Ruiz
 Elizabeth Brigitte Rus
 Marshaun Lanell Russell
 Brady Edward Ryan
 Elizabeth Clare Ryan
 Stefany Salas
 Evan Joseph Salerno
 Elijah Salgado
 Vesta Samuolis
 Luis Daniel Sanchez II
 Maya Carmen Sanchez
 Anthony Rafael Sanchez Plumley
 Diana Santana
 Anne Lane Sarno
 Harkanwal Singh Sasan
 Risto Savic
 Benjamin Logan Scaife
 Nicholas Henry Schaller
 Andrew James Schau
 Molly Catherine Scheib
 Aidan Emekala Schell
 Colin Matthew Schertz
 Aidan Landi Schilling
 Margaret Kilman Schimmel
 Mary Kathleen Schimmel
 MaryRose Schmaus
 Autumn Ahrum Eunhasoo Schmidt
 Francesca Lily Schultz

Declan John Schumpp
 Yadira Sepulveda
 Michael Anthony Shadden
 Audrey Jane Shell
 Bridget Katherine Shoup
 Brooke Antoinette Shurhay
 Ryan Robert Siegel
 Alexandra Theresa Silic
 Anthony Silverio
 Jayda Renee Simpson
 Tyrese Malik Sims
 Jessica Julie Sloan
 Keira Shea Sloan
 Jaden Micah Smiley
 Amaya Camil Smith
 Julia Ashley Smith
 Madeline Grace Smith
 Atchison Henry Sokolis
 Ryan Anthony Solare
 Filip Soldat
 William Arnold Sordyl
 Marco Adrian Soria
 Itziari Analiz Soriano-Guitron
 Nathan Sosa-Dykstra
 Jack Keith Spears
 Dylan Thomas Spellman
 Matthew Clayton Sperry
 Dominic Mateo Squeo
 Mirielle Angele St Arnaud
 Patrick Benne St Arnaud
 Connor Burnett Stahl
 Travis Jeffery Stamm
 Parker James Stanley
 Kelly Patricia Stark
 Brody Myles Stauber
 Jalen Anthony Stevens
 Elena Stevlic
 Brody Edwin Stobart
 Kyler Jensen Stoiber
 Alexia Eve Stradal
 Maximilian Chase Stradal
 Emily Grace Strudeman
 Andrew John Sullivan
 Shannon Catherine Sullivan
 Katherine Helen Suttle
 Sydney Alice Swanson
 Frank Edwin Sytko
 Benjamin John Szczech
 EmmaRae Hayden Szczytko
 Jedrek William Szot
 Dominik Jan Szuba
 Saif Hafez Tamimi
 Benjamin Matthew Taylor
 Daniel Patrick Taylor
 Eliana Guadalupe Taylor
 Reese Jason Tegan
 Ilija Tepic
 Ajae Uriah Thomas
 Alexander Christian Thompson
 Jake Eriksson Thorell
 Emmanuel Ray Thrasher
 John Zachary Threlkeld
 Eddie Tibbs
 William Patrick Tobin
 Briza Toledo

Erik Toledo
 Tallulah Rose Tolley
 Katherine Lee Topazian
 Aidan Nelson Torres
 Andrew Felix Torres
 Jennifer Torres
 Savannah Jenessa Torres
 Fernando Gabriel Tovar Acosta
 Nolan Lee Tower
 Abigail Maria Traverso
 Matthew Edward Tristano
 Margaret Quinn Trolley
 Julia Grace Truesdale
 James Joseph Truesdale
 Quinn F. Tullis
 Abbey Leah Turgeon
 Russell Lee Tussing IV
 Liliana Yareli Urquizo
 Besart Useini
 Ryan James Usrey
 Hannah Michelle Vadbunker
 Declan James Vahey
 Lola Ulani Valdez Martinez
 Scarlett Nicole Valle
 Julia Joy Van Wyck
 Taylor Kennadi Vanderbilt
 Jadynn Anthony Varela
 Anya Varghese
 Aleksander Joseph Vavrik
 Leila Velic
 Brianna Elizabeth Vera
 Gabrielle Vesel
 Robert Duer Vespa
 Kaitlyn Marie Villarreal
 Samantha Lourdes Villarreal
 Addison Lynn Vincent
 Rocco Klaus Visalli
 Ava Isabella Volkman
 Mila Grace Von Ohlen
 Tiffany Huynh Vu
 Ryan Donald Walen
 Raymond Fletcher Waliewski
 Alexis Viviana Walker
 Coleman Charles Walker
 Daniel Kip Wallin
 Jack Ambrose Walls
 Alyson Marie Walsh
 Brooke Olivia Walsh
 Madeline Ann Walsh
 Michael Christopher Walsh
 Kaleb Nicholas Walters
 Seth Walter Wascher
 Heavyn Milan Marie Washington
 Lamari'ay Maki'a Renee Washington
 Nina Rose Wasz
 Liam Patrick Watson
 Remi Joelle Weber
 Amelia Pearl Webster
 George Matthew Webster
 Troy Alexander Wegman
 Eli Samsun Weiss
 Lily Eileen Wenstrup
 Heidi Mary Clementine Westrick
 Blake Edward White
 Christina Marie Whittington

Lindsey Joanne Wiemelt
Dario James Williams
Lloyd Gordon Wilson III
Scarlett Sophia Wilson
Tyler Jeffery Wojcik
Christian Anthony-Frank Wojtulewicz
Gavin Derek Wolf
Devin David Wong
John Patrick Woolfe
Avery Julia Workman
Benjamin Douglas Kessler Wuggazer
Ethan Joseph Kessler Wuggazer
Zacharia James Yala
Marin Elisabeth Yates
Christian Young
Logan Smith Young
Taylor Helen Young
Mirabella Moon Youngbrandt
Sofia Zacouras
Devin Scott Zander
Jaden Cordell Zander
John Leo Zapata
Cristian Jose Zaragoza
Daisy Analis Zarazua
James Joseph Zarco
Hogan Mark Zator
Jelena Zecevic
Jacob Joseph Zeman
Andrew Jacob Zendejas
Vanessa Jinwen Zhang
Victoria Ann Ziemba
Elijah Cedar Zimmerly
Jack Slade Zoppa
Alexander Xavier Zuniga

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204

OVERNIGHT TRAVEL REQUEST

All requests for student travel that include overnight lodging must be submitted for approval to the Superintendent using this form. Please complete your Travel Request with the assistance of your Division Chair or the Director of Student Activities. Your request requires the signatures of all administrative staff members listed below. All requests must be submitted to the Superintendent's office no later than **one month prior** to the next scheduled Board Meeting, unless travel is for unforeseen advancement in a state competition. All District policies and regulations governing student behavior remain in full effect for the duration of the overnight trip, and sponsors and chaperones are expected to fully enforce all applicable rules.

1. Group submitting request: LTTV
2. Sponsor's name(s) submitting request: Bill Allan
3. Destination(s) of trip: Gen Con Indy 2025 (Indianapolis, IN)
4. Number of students participating: 6
5. Dates of requested travel: July 30 - August 4, 2025
6. Is this an IHSA or ILMEA event? Yes ☐ No ☒
7. Will students miss more than one school day? Yes ☐ No ☒ If Yes, how many days?

Overnight Travel Request Funding Summary			
Funding from LTHS adopted budget	\$ 0.00		
Additional School Board funding request	\$ 0.00		
Total cost to LTHS		\$ 0.00	
Club Fundraising/Participant funding		\$ 3,600.00	
TOTAL COST OF OVERNIGHT TRAVEL			\$ 3,600.00

APPROVALS

Yes ☒ No ☐

Karen Rainey
Division Chair or Activities Director

2 May 2025 | 1 May 2025
Date

Yes ☒ No ☐

Mark Smith
Associate Principal

5/2/25
Date

Yes ☒ No ☐

[Signature]
Principal

5/5/25
Date

Yes ☒ No ☐

[Signature]
Director of Business Services

5/9/25
Date

Yes ☒ No ☐

[Signature]
Superintendent

5/12/25
Date

For Office Use Only:

Please send completed copies to all individuals listed on this page, the Business Office, and the person requesting the trip.

COST DETAIL

If you are seeking LTHS Board of Education funding, please indicate which level by checking one of the boxes below.

- ☐ **Funding Level I:** In-State sanctioned competitions or National competitions subsequent to advancement at the state level

The Board of Education will fund lodging, transportation, registration, and meals.

*All chaperone costs will be covered, including meals (with itemized receipts).

- ☐ **Funding Level II:** Invitational competition

The Board of Education will fund lodging and registration.

*All chaperone costs will be covered, including meals (with itemized receipts).

- ☒ **Funding Level III:** All other overnight trips

The Board of Education will not fund any expenses, including chaperone costs. All costs must be funded by the group and/or paid for by the travelers.

Cost to LTHS						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level I						\$ 0.00
Level II						\$ 0.00
Cost to School Group and/or Participants/Family						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level II						\$ 0.00
Level III	\$ 0.00	\$ 0.00	\$ 400.00	\$ 3,200.00	\$ 0.00	\$ 3,600.00

Total Cost of Level II trip	\$ 0.00
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Individual Cost per Traveler						
Traveler	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Student						\$ 0.00
Chaperone						\$ 0.00
Per student total cost, per travel agent (Level III only)						

Overnight Travel Request Funding Summary				
Board account number(s)				
Student Activity account number(s)		98L000 9222		
Funding from LTHS adopted budget		\$ 0.00		
Additional School Board funding request		\$ 0.00		
Total cost to LTHS			\$ 0.00	
Student Activity Account funding		\$ 3,600.00		
Participant funding		\$ 0.00		
Club Fundraising/Participant funding			\$ 3,600.00	
TOTAL COST OF OVERNIGHT TRAVEL 418				\$ 3,600.00

<u>Bill Allan</u>	<u>David Karaffa</u>	
<u>Bryttnie Pavlicek</u>		
<u>Graham Carlson</u>		

The TV Club budget will cover crew meals (staff and student crew) and gas for the vans. Hotels and registration costs are covered by Gen Con.

If yes, please explain: We have several sponsors of LTTV programs that have donated funds to the TV Club. Gen Con is providing us with hotel rooms and badges (registration).

1. Please explain in detail the purpose of the trip: Gen Con is the largest gaming convention in the country. We've gone previous years and worked on the production crew for Blackmagic Design (one of the largest companies in film & television). The opportunity to work with this company on professional productions is extraordinarily valuable for our students.

Educational opportunity – we get to work with professionals, use professional equipment, and we are credited on livestreaming programs that reach millions of viewers.

3. Has LT sent students on this trip before? Is it an annual trip? Please provide any history or background regarding this particular trip: Yes, we went last year and the trip was a fantastic experience. We were also highlighted during Education Week 2022, where international tech companies showcase educational programs who are progressive and use technology in media.

4. How were students selected for this trip and how will their experience benefit the school? The students for this opportunity must have extensive live multicam production experience. These are also TV Club leaders. The trip will benefit them because they will be working WITH professionals and professional equipment, and they will have huge opportunities to network with media professionals as well.

5. What grade are the student participants currently in? Sophomores, Juniors, and Seniors

6. Describe the itinerary. If it is easier to attach an itinerary, please do so. Please also attach any forms, publicity materials, or other resources explaining the trip: Itinerary to be determined, but basically we'll be doing roughly 12 hours of live multicam productions per day, plus behind the scenes interviews and documentary footage.

7. Has a travel agent or tour company been used? Yes ☐ No ☒
If Yes, attach all contact information and proof of insurance coverage provided by the company.

8. Please submit a comprehensive list of all students who will participate.