

## **Regular Meeting of the Board of Education**

Wednesday, April 12, 2023 6:00 PM

Indian Hill Early Learning Center, 12800 S. Austin Ave, Palos Heights, IL  
60463

### **1. Call to Order**

1.A. Pledge to the Flag

1.B. Roll Call

### **2. Adjourn to Public Hearing E-Learning Plan Renewal**

2.A. Present E-Learning Plan for FY 2024 - FY 2027

2.B. Board Discussion Regarding E-Learning Plan  
Renewal

2.C. Public Comment Regarding E-Learning Plan Renewal

### **3. Motion to Adjourn to Regular Meeting**

### **4. Call to Order**

4.A. Roll Call

### **5. Superintendent's Report**

5.A. Highlights: Chippewa Grade 2 Students & Pam  
Peters, Golden Apple Finalist

5.B. Long Range Financial Projection Presentation

5.C. Teacher Appreciation Week Discussion

### **6. Approval of the Consent Agenda Items**

6.A. Minutes of the Regular Meeting

6.B. Approval of Bills & Payroll

6.C. Review of Schools' Activity Accounts

6.D. Employment of Personnel

6.E. Closed Session Meeting Minutes of March 8, 2023

### **7. Old Business**

7.A. Approval of Grade 6-8 ELA Core Resource  
Adoption

7.B. Bid Approval for Plumbing Contract

7.C. Approval of Flooring Installation Proposal

7.D. Approval of Resolution to Renew E-Learning Plan  
FY 2024 - FY 2027

7.E. Transportation Update & Committee Representation

**8. New Business**

**9. Audience Participation**

*If you are coming up to speak, please identify yourself by name and connection to the district and we ask that comments remain brief to accommodate everyone wishing to speak. Policy ordinarily provides up to 3 minutes per speaker.*

**10. Information Items**

10.A. YTD Financial Summary

10.B. Freedom of Information Act Items

10.C. Additional Information Items, if any

**11. Closed Session**

**12. Return to Open Session**

**13. Adjournment**



# Illinois State Board of Education

## e-Learning Program Verification Form

According to Section 10-20.56 of the School Code [105 ILCS 5/10-20.56], school districts may, by adopted resolution, utilize “e-learning days” in lieu of emergency days. The number of e-learning days may not exceed the number of emergency days in the approved school calendar. The district’s e-learning program must be verified by the regional office of education or intermediate service center for the school district prior implementation. Before adoption, the school board must hold a public hearing for initial proposal or renewal of e-learning program by:

- District Name: \_\_\_\_\_
- Publication in a newspaper of general circulation in the school district at least 10 days prior to hearing  
Date of Publication: \_\_\_\_\_
- Written or electronic notice designed to reach the parents or guardians of all students enrolled in the district  
Date of Notification: \_\_\_\_\_
- Written or electronic notice designed to reach any exclusive collective bargaining representatives of school district employees and all those employees not in a collective bargaining unit  
Date of Notification: \_\_\_\_\_
- The school board’s approval of a district’s initial e-learning program and renewal of the e-learning program shall be for a term of 3 years  
Date of Public Hearing: \_\_\_\_\_ Date of Board Meeting/Resolution: \_\_\_\_\_

Specifically, the regional office of education or intermediate service center for the school district must verify that the e-learning proposal will: 1) ensure access for all students; ensure that the specific needs of all students are met, including special education students and English learners; ensure that all mandates are still met using the e-Learning program adopted; and 2) contain provisions designed to reasonably and practicably accomplish the following:

- Ensure and verify at least 5 clock hours of instruction or school work, as required under Section 10-19.05, for each student participating in an e-learning day
- Ensure access from home or other appropriate remote facility for all students participating, including computers, the Internet, and other forms of electronic communication that must be utilized in the proposed program
- Ensure that non-electronic materials are made available for students participating in the program who do not have access to the required technology or to participating teachers or students who are prevented from accessing the required technology
- Ensure appropriate learning opportunities for students with special needs
- Monitor and verify each student's electronic participation
- Address the extent to which student participation is within the student's control as to the time, pace, and means of learning
- Provide effective notice to students and their parents or guardians of the use of particular days for e-learning
- Provide staff and students with adequate training for e-learning days' participation
- Ensure that all teachers and staff who may be involved in the provisions of e-learning have access to any and all hardware and software that may be required for the program
- Ensure an opportunity for any collective bargaining negotiations with representatives of the school district's employees that would be legally required, and including all classifications of school district employees who are represented by collective bargaining agreements and who would be affected in the event of an e-learning day
- Review and revise the program as implemented to address difficulties confronted
- Ensure that the protocol regarding general expectations and responsibilities of the program is communicated to teachers, staff, and students at least 30 days prior to utilizing an e-learning day

\_\_\_\_\_  
Verified by: School Dist. Superintendent (printed)

\_\_\_\_\_  
Signature\*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Verified by: Regional Superintendent (printed)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*\*Supporting documentation for any/all items listed may be required by the regional office of education or intermediate service center.*

Order ID: 7404257

\* Agency Commission not included

**GROSS PRICE \* :** \$43.50

**PACKAGE NAME:** IL Govt Legal Daily Southtown

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**Product(s):** SubTrib\_Daily Southtown, Publicnotices.com

**AdSize(s):** 1 Column

**Run Date(s):** Tuesday, March 28, 2023

**Zone:** Full Run

**Color Spec.** B/W

## Preview

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### **NOTICE OF PUBLIC HEARING: E-LEARNING PROGRAM**

The Board of Education of Palos Heights School District 128 will hold a Public Hearing on Wednesday, April 12, 2023 at 6:00 p.m. in the Board Room at the District Office, 12809 South McVickers Avenue, Palos Heights, IL 60463. The purpose of said hearing will be to receive public comment on the renewal of the current E-Learning program, which, if approved, will continue to permit students' instruction to be received electronically while students are not physically present in lieu of the district's scheduled emergency days. This program is allowed under Public Act 101-0012. If approved, the E-Learning program will be implemented for a three-year term.

**BOARD OF EDUCATION PALOS  
HEIGHTS SCHOOL DISTRICT 128  
3/28/2023 7404257**



## Palos Heights District 128 E-Learning Day Expectations and Responsibilities

### Purpose

- To outline how student instruction will be accessed electronically or through extended activities (e-learning) while students are not physically present at school during scheduled emergency days.

### Plan

- Preparation
  - All students at 6-8 have been issued school-provided iPads that they can take home.
  - All PK-3 students may be assigned prepared lesson activities in lieu of a technology based assignment that aligns with standards that will be completed and turned in on the first day upon return from e-learning days.
  - Grade 4 and 5 students take home devices intermittently when specifically given technology based assignments. Therefore depending on the advanced notice preceding the E-Learning Day, students may either utilize the school provided i-pads to complete assignments or they may receive prepared lesson activities in lieu of a technology based assignment that aligns with standards that will be completed and turned in on the first day upon return from e-learning days.
  - All teachers have been issued school-provided laptops that they can take home.
    - The district provides access to electronic learning management systems for teachers and students to exchange resources and assignments, such as Google Classroom and Seesaw. These systems will be used to provide assignments and learning materials to 6-8 students during e-learning days, to grade 4 and 5 students when iPads are sent home, and may be utilized by K-5 teachers.
    - The devices at 4-8 will provide access to teachers via email, Seesaw or Google Classroom for all parents and students needing support.
    - The district provides staff and students with access to G Suite apps, including Gmail, for communication and collaboration. These will be used for teachers to communicate with students and/or parents during e-learning days.
  - Principals will discuss best practices for e-learning assignments with teachers.
  - Instructional expectations for staff on e-learning days are reviewed annually by principals.
  - The Director of Innovation & Communication is available to support and co-plan with individual staff or teams.

- Communication
  - E-learning day procedures and expectations will be posted on the district and school websites.
  - Email alerts and phone calls will be sent to parents and guardians with e-learning day protocols and expectations.
  - At Grades 6-8 (at grades 4 & 5 when relevant), iPad notifications will be sent to all students with e-learning day protocols and expectations. At Grades PK-5, the parents will receive the communication via email on behalf of students.
  - The school community will be notified through phone calls, emails, and website/social media announcements when an e-learning day will be used.
  - Teachers will train students on how to log in and access assignments for those using Google Classroom or Seesaw. Teachers will model how to navigate to the website to retrieve non-electronic posted assignments.
  
- E-Learning Assignments
  - Teachers in Grades K-8 will post assignments electronically no later than 8:30 am on the e-learning day. If planning on using non-electronic materials, these will be prepared and sent home in advance of an E-Learning day for Grades PK-5.
  - On an E-Learning day, all assignments for all grade levels will be posted on the district's E-Learning page on the website. This will allow any student without access to technology or for those not able to locate pre-distributed assignments the ability to print assignments at the public library or from a friend or family member's computer.
  - The assignment must have a turn in or log-in component to document that the student worked on the assignment.
  - The assignment should engage students and include 5 hours of instructional time broken up across the various content areas/subjects taught within the instructional day.
  - Teachers must ensure appropriate learning opportunities for students with special needs.
    - Students with special education services that are unable to participate in the daily assignments due to their disability may be provided with alternative individualized assignments by the case manager via email.
    - Case managers will be available via email to parents and students with questions on the E-Learning day.
    - Students receiving Special Education services may receive the same accommodations or modifications that they would during a regular school day.
    - Related service minutes will be made up by the service provider upon returning to school.

- Staff Availability
  - Teachers will be available to respond to student emails from 8:00 a.m. – 1:00 p.m.
  - Teacher attendance will be based on posting an assignment and being available to answer student questions during normal workday hours.
  
- Student Attendance
  - Student attendance will be monitored via Google Classroom, Seesaw or be verified by work turned in upon return from an E-Learning closure.
  - Due to possible connectivity issues at home, students have up to three school days after school resumes to submit e-learning assignments.
  - The teacher cannot require students to be present online at a certain time during the e-learning day.
  - Students will be marked absent if they do not submit the assignment within three school days upon return.
  
- Evaluation
  - Student attendance will be reviewed for all e-learning days.
  - The E-Learning Day Plan will continue to be evaluated and revised based on staff, student, and parent/guardian feedback.
  
- Classified Staff
  - 12 month staff do not make up the day and, if feasible, work from home
    - Custodial staff may work on site to address weather related closures
  - 10 month staff - Administrative Assistants, Security, Paraprofessionals
    - Sick day or come in to work for an additional day
    - Complete virtual professional development activities
    - IEP support as designated by case managers



## Palos Heights School District 128

12809 S. McVicker Ave • Palos Heights, IL 60463  
Phone: (708) 597-9040 • Fax: (708) 597 9089 • [www.palos128.org](http://www.palos128.org)

Merryl B. Brownlow, Ed.D.  
Superintendent

April 2023

Dear District 128 Families,

District 128 is writing with information regarding the renewal of our Emergency Learning **(E-Learning) plan** for District 128 students for the 2023-2024 School Year. This E-Learning plan allows for E-Learning days to be utilized during our unexpected, extended school closures for situations like inclement weather or community-wide emergencies.

District 128 staff have worked to create meaningful learning experiences that are aligned to our learning standards and connected to units of study in all classes and content areas. Lesson activities at Grades 6-8 will require the use of the district issued iPads. All assignments will be able to be accessed electronically. Students at Grades Pre-K through 3 are assigned activities that can be completed without the use of technology. Depending on the advanced notice of a closing, students at Grades 4 and 5 may have assignments requiring the use of the district issued iPads, or they may be assigned activities that can be completed without the use of technology. Assignments that do not require technology will be sent home in advance of the use of an E-Learning Day. These assignments will consist of review and reinforcement of concepts taught.

All E-Learning lessons will be linked on the district E-Learning page on the District 128 webpage (<https://www.palos128.org/page/e-learning-plan>). This page can be found under the **Students** dropdown menu on our websites for Grades 1-8. The link to E-Learning can be found on the **School Information** dropdown on the Indian Hill website. Each teacher will reach out via email to provide daily expectations and directions specific to the assignments at their grade levels or areas of instruction. Case managers and related service providers of students with Individualized Education Plans (IEPs) will also reach out individually.

Should you have any questions about the lessons, directions, or login credentials (for students in Grades 6-8), please reach out to your child's teacher. For any questions about E-Learning, please feel free to contact your building principals.

As a district, we recognize that an E-Learning Day situation is not ideal. We are committed to supporting our students when these unexpected circumstances arise.

Respectfully,

Merryl B. Brownlow, Ed.D.  
Superintendent



# Palos Heights School District 128

## Financial Analysis

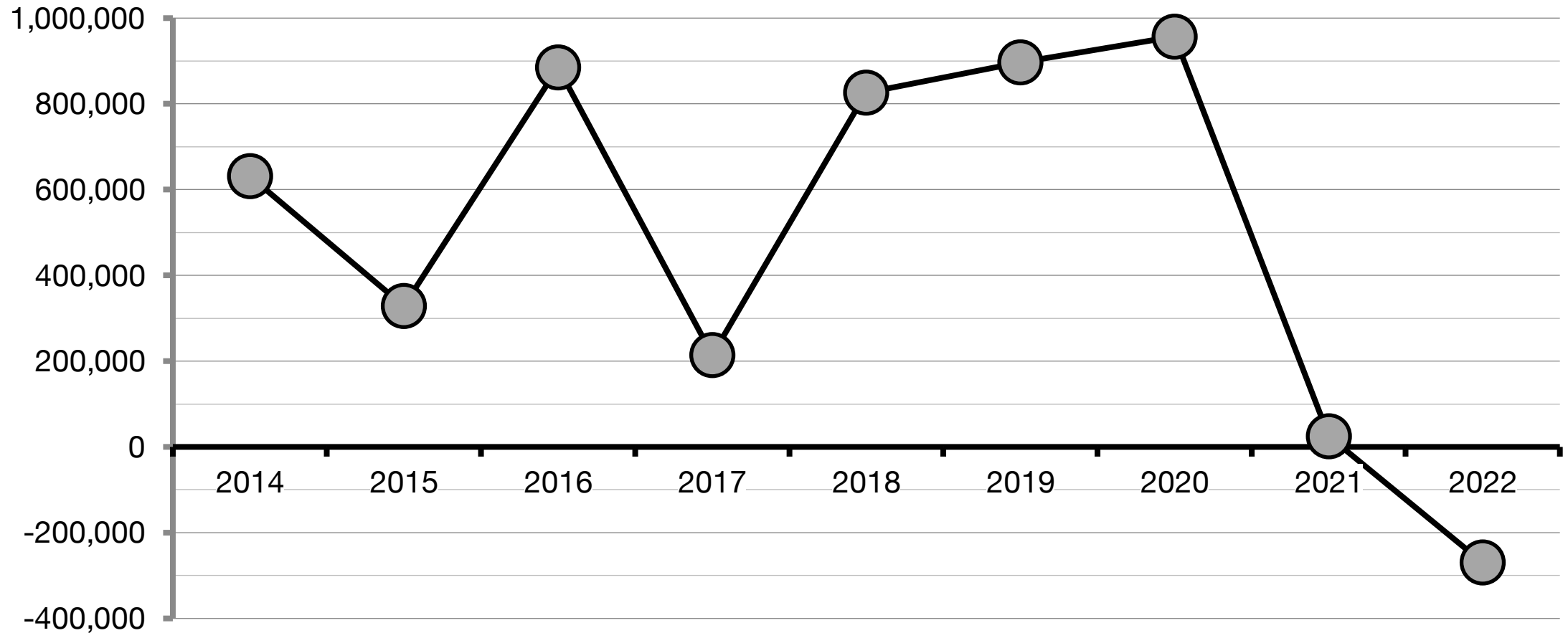
March 2023

# Financial History

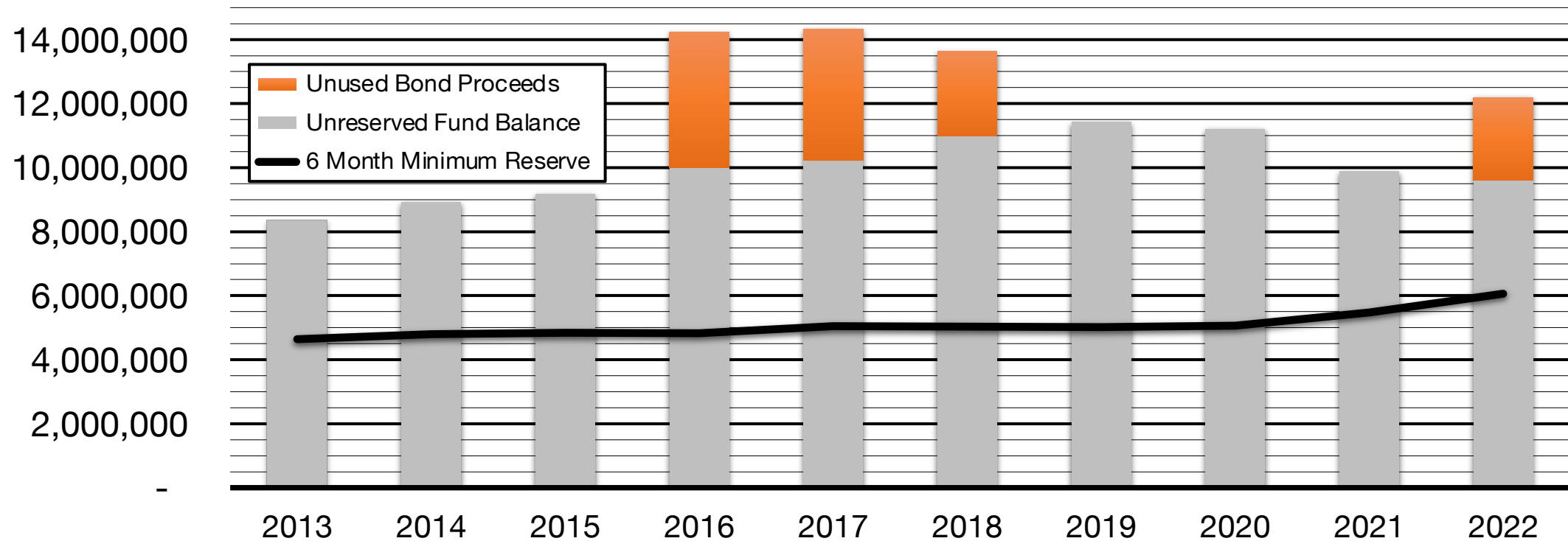


# Revenues Versus Expenses (FY 2014 - FY 2022)

Surpluses/Deficits Excluding Bond Proceeds and Major Capital Expenses > \$200,000



# Fund Balance History



Between FY2020 and FY2022, D128 addressed major capital needs utilizing in excess of \$4 million in fund balance reserves.

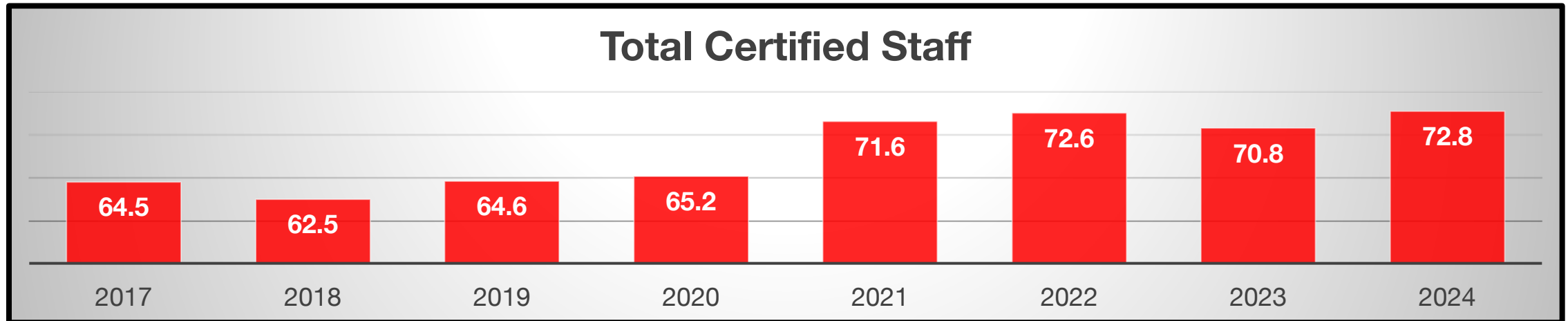
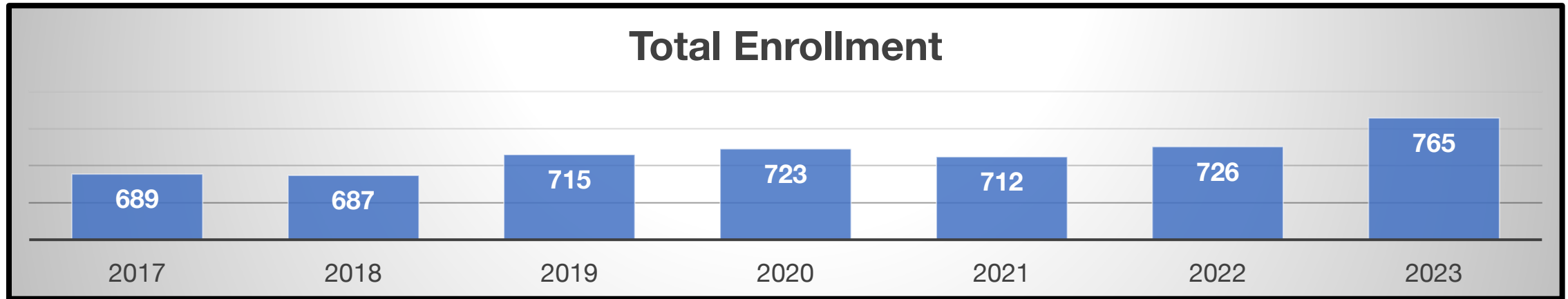
# Major Revenue and Expense Changes

## FY 2020 vs. FY 2022

Revenues	FY 2020	FY 2022	Change
R/E Taxes	\$8,986,000	\$9,347,000	\$361,000
All Other Revenues (Non-ESSER)	\$1,959,000	\$1,918,000	-\$41,000
<b>Total Revenues (non-ESSER)</b>	<b>\$10,945,000</b>	<b>\$11,265,000</b>	<b>\$320,000</b>

Expenses	FY 2020	FY 2022	Change
Salaries (Non-ESSER)	\$5,782,000	\$6,687,000	\$905,000
All Other Expenses (Non-ESSER)	\$4,206,000	\$4,848,000	\$642,000
<b>Total Revenues (non-ESSER)</b>	<b>\$9,988,000</b>	<b>\$11,535,000</b>	<b>\$1,547,000</b>

# Enrollment and Staffing Changes



FY21 and FY22 figures impacted by COVID. FY24 staffing figures are based on current estimates



# Financial Projections



# Major Assumptions

## Revenues

- The District will increase its tax levy by CPI annually, which will be 5% for the 2022 and 2023 levy and 2.5% annually thereafter.
- ESSER grant activity (both revenues and expenses) will be completed during the 2024 fiscal year.
- All other revenues sources will remain relatively flat during the projection period.

**Based on assumptions, total revenues will increase at an average annual rate of 3.4% during the projection period**

# Major Assumptions

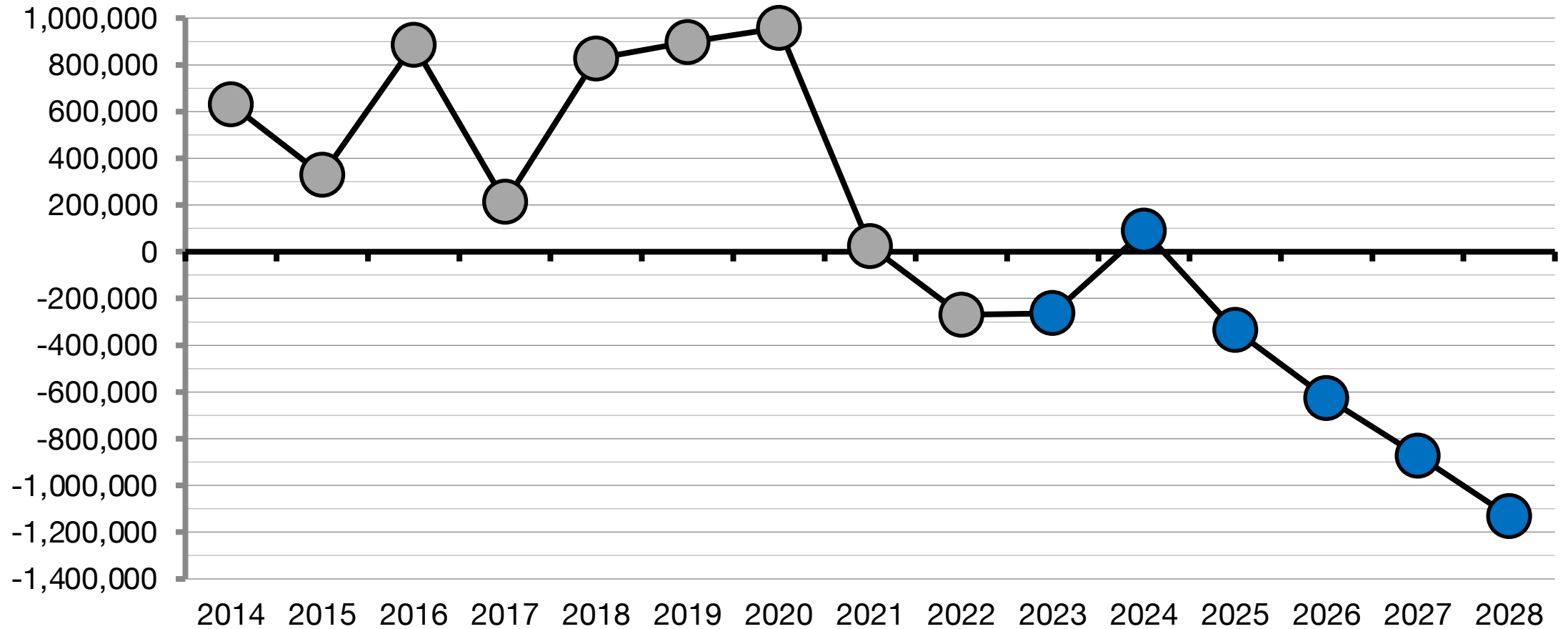
## Expenses

- Salary expenses will increase approximately 3.5% annually during FY23 and FY24 and then increase annually thereafter. Additionally, the District is projected to increase staff size by two teachers starting in FY24.
- Employee benefit expenses are projected to increase 5% annually.
- The cost to transport students is projected to increase 15% in FY23.
- Due to an increase in students requiring out of district special education services, out of district tuition is projected to increase from \$274,000 (FY22) to \$550,000 (FY23). Out of district tuition costs are projected to be flat thereafter.
- The District is projected to spend \$200,000 annually on capital and equipment (excluding bond projects)
- All other expenses are projected to increase 3% annually beginning in FY24.

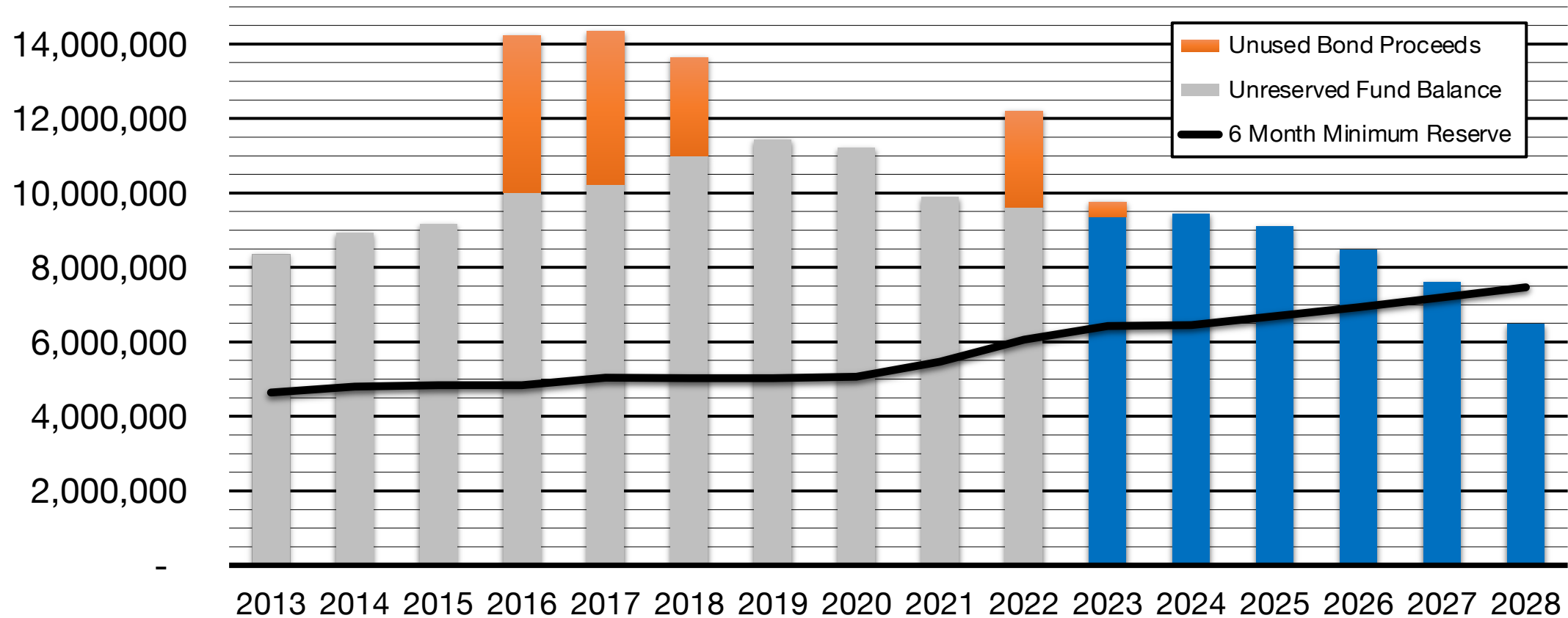
**Based on assumptions, total expenses will increase at an average annual rate of 4.4% during the projection period**

# Projected Revenues Versus Expenses

Surpluses/Deficits Excluding Bond Proceeds and Major Capital Expenses > \$200,000



# Projected Fund Balances – All Funds



# Observations and Recommendations

- Because of D128's budget size and the fact that it is a Tier 3 school district for purposes of State funding (EBF), it is fiscally vulnerable to uncontrollable and adverse events.
- The following events will likely result in long-term financial challenges to the District's financial condition:
  - Enrollment increases of over 11% (78 students) over the past six years and growing student needs have resulted in staff size growing by nine, without additional revenues to offset this added expense.
  - Out of District special education tuition expenses are expected to more than double in FY23 versus FY22. (\$550,000 vs. \$274,000)
  - Student transportation costs will increase 15% next year.
  - It is likely that inflationary pressures will likely impact the expenditure budget beyond the additional revenues generated from the two 5% CPI growth figures in real estate tax revenues the District will receive from the 2022 and 2023 levy.
- With current healthy fund balance reserves, the District has time to develop a plan to again structurally balance its operations.
- With the likely magnitude of the problem, however, the District should begin to consider solution packages soon.



**End of Presentation**

PALOS HEIGHTS SCHOOL DISTRICT 128

APRIL 2023

<u>GROSS PAYROLL</u>			
<u>MARCH 1 THROUGH MARCH 31, 2023</u>			847,699.59
<u>TRS</u>			59,008.37
<u>BOARD TRS SURCHARGE</u>			3,718.39
<u>THIS</u>			10,063.50
<u>IMRF, FICA, MEDICARE</u>			42,911.71
<u>TOTAL MARCH PAYROLL, TRS, THIS, IMRF, FICA, MEDICARE</u>			963,401.56
<u>EDUCATION FUND</u>	<u>10</u>		196,625.28
<u>BUILDING FUND</u>	<u>20</u>		29,846.00
<u>TRANSPORTATION</u>	<u>40</u>		60,083.01
<u>CAPITAL PROJECTS</u>	<u>60</u>		16,603.19
<u>SPECIAL CHECKS</u>			51,213.27
<u>TOTAL APRIL 2023 BILLS PAYABLE</u>			354,370.75
<u>TOTAL APRIL 2023 BILLS PAYABLE GROSS AND</u>			
<u>MARCH 2023 PAYROLL, TRS, THIS, IMRF, FICA, MEDICARE</u>			1,317,772.31

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PRESIDENT

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SECRETARY

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# PALOS HEIGHTS SCHOOL DISTRICT 128 VOUCHER

Voucher No: 1185

Voucher Date: 04/12/2023

Prepared By: 

Printed: 04/05/2023 12:04:54 PM

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PALOS HEIGHTS SCHOOL DISTRICT 128 is hereby authorized to draw warrants against PALOS HEIGHTS SCHOOL DISTRICT 128 funds for the sum of \$303,157.48 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2022 to June 30, 2023 (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.



PALOS HEIGHTS SCHOOL DISTRICT 128

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Fund		Amount
10	EDUCATIONAL	\$196,625.28
20	OPERATIONS AND MAINTENANCE	\$29,846.00
40	TRANSPORTATION	\$60,083.01
60	CAPITAL PROJECTS	\$16,603.19
		<hr/> <b>\$303,157.48</b>

# Palos Heights School District 128

## Voucher Supplement Account Summary

Voucher Batch Number: 1185      04/12/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
ACACIA ACADEMY		10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$3,606.39
ACCUCUT	24245	10.5.1125.410.4998.05.00.00 Check #: 0	PRE-K SUPPLIE SPEC NEED ARP GRANT	\$497.93
			Vendor Total:	\$3,606.39
ACCURATE BIOMETRICS		10.5.2310.314.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -PROFESS SERVS/CONSULTANTS	\$150.00
			Vendor Total:	\$497.93
ACUTRANS		10.5.1800.300.0000.00.00.00 Check #: 0	BILINGUAL PROGRAMS - TRANSLATIONS	\$1,199.46
			Vendor Total:	\$1,199.46
AIRPORT GLASS & MIRROR COMPANY		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$350.00
			Vendor Total:	\$350.00
ALBUM TRANSLATION SERVICES		10.5.1800.300.0000.00.00.00 Check #: 0	BILINGUAL PROGRAMS - TRANSLATIONS	\$3,291.76
			Vendor Total:	\$3,291.76
ALLISON HINKER		10.5.1100.230.0000.00.00.00 Check #: 0	K-12 -TUITION	\$1,995.00
			Vendor Total:	\$1,995.00
ALPHA SCHOOL BUS	2011	40.5.2550.333.0000.00.00.00 Check #: 0	SPECIAL EDUCATION TRANSPORTATION	\$19,065.49

# Palos Heights School District 128

## Voucher Supplement Account Summary

Fiscal Year: 2022-2023

Voucher Batch Number: 1185

04/12/2023

Vendor Remit Name	Vendor #	Account	Description	Amount
AMAZON CAPITAL SERVICES			Vendor Total:	\$19,065.49
		10.5.1100.411.0000.00.00.00 Check #: 0	K-12 - SUPPLIES	\$319.39
		10.5.1100.411.0000.02.00.00 Check #: 0	K-12 - SUPPLIES INDEPENDENCE	\$98.57
		10.5.1100.411.0000.03.00.00 Check #: 0	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$403.39
		10.5.1100.411.0000.04.00.00 Check #: 0	K-12 - SUPPLIES - INDIAN HILL	\$831.78
		10.5.1125.410.4998.05.00.00 Check #: 0	PRE-K SUPPLIE SPEC NEED ARP GRANT	\$220.65
		10.5.1205.411.4620.05.00.00 Check #: 0	SPEC ED SUPPLIES IDEA GRANT	\$619.26
			Vendor Total:	\$2,493.04
AMITA GLENOAKS SCHOOL PHEASANT RIDGE				
		10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$4,691.29
			Vendor Total:	\$4,691.29
ANNE GRALL REICHEL, ED.D				
		10.5.2210.314.0000.00.00.00 Check #: 0	IMPROV OF INSTRUCT PROF SERV	\$3,800.00
		10.5.2210.314.4400.05.00.00 Check #: 0	IMPRV OF INSTR PD TITLE IV SCIENCE	\$1,000.00
			Vendor Total:	\$4,800.00
BUSINESSOLVER				
		10.5.1100.223.0000.00.00.00 Check #: 0	K-12 -DENTAL INS	\$61.50
			Vendor Total:	\$61.50
C & C DAIRY	18217			
		10.5.2560.410.0000.00.00.00 Check #: 0	FOOD SERVICES- MILK SUPPLIES	\$2,527.69
			Vendor Total:	\$2,527.69

# Palos Heights School District 128

## Voucher Supplement Account Summary

Voucher Batch Number: 1185

04/12/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
CARNEGIE LEARNING		10.5.2210.307.4998.00.03.00 Check #: 0	PROF DEV MATH ESSER 3	Vendor Total: \$2,527.69
CAROLINA BIOLOGICAL	758	10.5.1100.410.4998.00.03.00 Check #: 0	K-12 CURR ADOPTIONS ESSER III MATH	Vendor Total: \$3,000.00
CATHY LESLIE	4784	10.5.2410.411.0000.04.00.00 Check #: 0	OFFICE OF PRINCIPAL - SUPPLIES INDIAN HILL	Vendor Total: \$155.92
CHALET FLORIST		10.5.2310.411.0000.00.00.00 Check #: 0	BOARD OF EDUCATION - SUPPLIES	Vendor Total: \$155.92
CHICAGO TRIBUNE MEDIA GROUP	23803	10.5.2310.351.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -PRINT PUBLICATIONS	Vendor Total: \$162.50
CITY OF PALOS HEIGHTS	23899	20.5.2540.370.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-WATER/SEWER SERVICE	Vendor Total: \$342.00
COUNTRY HOUSE RESTAURANT	11753	10.5.2560.315.0000.00.00.00 Check #: 0	FOOD SERVICES CONTRACTED SERVICES	Vendor Total: \$804.92
		10.5.2560.490.0000.00.00.00 Check #: 0	FREE AND REDUCED LUNCHES	Vendor Total: \$9,290.60
			Vendor Total:	\$10,190.60

# Palos Heights School District 128

## Voucher Supplement Account Summary

Fiscal Year: 2022-2023

Voucher Batch Number: 1185

04/12/2023

Vendor Remit Name	Vendor #	Account	Description	Amount
DH IMAGING GROUP		10.5.2660.411.0000.00.00.00 Check #: 0	DATA PROCESSING SERVICES-- SUPPLIES	\$4,895.00
EASTERSEALS		10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$10,704.84
			Vendor Total:	\$4,895.00
ELIM CHRISTIAN SERVICES	4659	10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$22,446.36
		10.5.2560.490.0000.00.00.00 Check #: 0	FREE AND REDUCED LUNCHES	\$112.50
		40.5.2550.333.0000.00.00.00 Check #: 0	SPECIAL EDUCATION TRANSPORTATION	\$4,896.00
			Vendor Total:	\$27,454.86
ENGIE		20.5.2540.466.0000.00.00.00 Check #: 0	OPERATION / MAINTENANCE-ELECTRICITY	\$18,218.17
eSPECIAL NEEDS, LLC		10.5.1205.319.4620.05.00.00 Check #: 0	SP ED OTHER PROF SERVICES IDEA GRANT	\$468.45
		10.5.1205.411.4620.05.00.00 Check #: 0	SPEC ED SUPPLIES IDEA GRANT	\$861.00
			Vendor Total:	\$1,329.45
FOLLETT SCHOOL SOLUTIONS, INC.		10.5.2220.430.0000.02.00.00 Check #: 0	EDUCATION MEDIA -LIBRARY BOOKS INDEPENDENCE	\$380.90
FOREST ALARM SERVICE INC	7714		Vendor Total:	\$380.90

# Palos Heights School District 128

## Voucher Supplement Account Summary

Voucher Batch Number: 1185      04/12/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
FOUR POINT O INC	15341	20.5.2540.342.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-ALARMS	\$348.00
			Vendor Total:	\$348.00
		10.5.1100.411.0000.01.00.00 Check #: 0	K-12 - SUPPLIES CHIPPEWA	\$130.00
		10.5.1250.540.4300.05.00.00 Check #: 0	REMEDIAL AND SUPPL PROG NEW EQUIP TITLE I	\$6,990.00
		10.5.2660.540.0000.00.00.00 Check #: 0	DATA PROCESSING SERVICES-NEW EQUIPMENT	\$3,495.00
			Vendor Total:	\$10,615.00
FUN AND FUNCTION		10.5.1125.410.4998.05.00.00 Check #: 0	PRE-K SUPPLIE SPEC NEED ARP GRANT	\$32.48
		10.5.1205.319.4620.05.00.00 Check #: 0	SP ED OTHER PROF SERVICES IDEA GRANT	\$360.89
			Vendor Total:	\$393.37
HERMITAGE ART COMPANY INC	1876	10.5.1100.411.0000.02.00.00 Check #: 0	K-12 - SUPPLIES INDEPENDENCE	\$44.61
			Vendor Total:	\$44.61
ILLINOIS SCHOOL BUS	242	40.5.2550.331.0000.00.00.00 Check #: 0	PUPIL TRANSPORTATION-PUPIL TRANSPORTATION	\$20,295.04
		40.5.2550.334.0000.02.00.00 Check #: 0	Athletic & Academic Conf. Buses	\$798.60
		40.5.2550.335.0000.01.00.00 Check #: 0	FIELD TRIPS - CHIPPEWA	\$348.48
		40.5.2550.335.0000.02.00.00 Check #: 0	FIELD TRIPS - INDEPENDENCE	\$580.80
		40.5.2550.335.0000.04.00.00 Check #: 0	FIELD TRIPS - INDIAN HILL	\$1,193.60

# Palos Heights School District 128

## Voucher Supplement Account Summary

Voucher Batch Number: 1185      04/12/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
INDEPENDENCE JR HIGH	1820		Vendor Total:	\$23,216.52
		10.5.2210.332.0000.02.00.00 Check #: 0	INSTR-TRAVEL/CONF INDEPENDENCE	\$75.00
		10.5.2410.411.0000.02.00.00 Check #: 0	OFFICE OF PRINCIPAL-SUPPLIES-INDEPENDENCE	\$343.88
			Vendor Total:	\$418.88
JASCULCA TERMAN STRATEGIC COMM.				
		10.5.2210.312.4932.05.00.00 Check #: 0	TITLE II CONSULTANTS	\$2,600.00
			Vendor Total:	\$2,600.00
JODEE BLANCO GROUP				
		10.5.3700.317.4932.05.00.00 Check #: 0	PAROCHIAL PD TITLE 2 AB	\$2,000.00
			Vendor Total:	\$2,000.00
JOLIET PUBLIC SCHOOLS DIST. 86				
		40.5.2550.333.0000.00.00.00 Check #: 0	SPECIAL EDUCATION TRANSPORTATION	\$4,635.00
			Vendor Total:	\$4,635.00
KATIE BARTGEN				
		10.5.1205.411.0000.00.00.00 Check #: 0	SPEC ED K-12- SUPPLIES	\$212.37
		10.5.2210.314.4620.05.00.00 Check #: 0	PROFESSIONAL DEV IDEA GRANT	\$144.00
			Vendor Total:	\$356.37
KENNEDY PLUMBING				
		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$285.00
			Vendor Total:	\$285.00
KEVA PLANKS EDUCATION				
		10.5.1100.411.4400.05.00.00 Check #: 0	SUPPLIES & MATERIALS TITLE IV GRANT	\$900.00

# Palos Heights School District 128

## Voucher Supplement Account Summary

Voucher Batch Number: 1185      04/12/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
KRIHA BOUCEK LLC				
		10.5.2310.317.0000.00.00.00	BOARD OF EDUCATION -LEGAL SERVICES	\$900.00
		Check #: 0		
			Vendor Total:	\$742.50
LAKESHORE LEARNING MATERIALS	577			
		10.5.1125.410.4998.05.00.00	PRE-K SUPPLIE SPEC NEED ARP GRANT	\$742.50
		Check #: 0		
			Vendor Total:	\$229.94
LEAF				
		10.5.2660.360.0000.00.00.00	DATA PROCESSING CAPITAL LEASE	\$2,367.00
		Check #: 0		
			Vendor Total:	\$2,367.00
MENARDS INC	1008			
		20.5.2540.411.0000.00.00.00	OPERATION /MAINTENANCE- SUPPLIES	\$632.36
		Check #: 0		
			Vendor Total:	\$632.36
MIDWEST PAPER RETRIEVER				
		20.5.2540.321.0000.00.00.00	OPERATION /MAINTENANCE-SANITATION SERVICES	\$156.98
		Check #: 0		
			Vendor Total:	\$156.98
MILESTONE THERAPY, LLC.				
		10.5.2130.314.0000.00.00.00	HEALTH SERVICES PHYSICAL THERAPY	\$2,143.38
		Check #: 0		
			Vendor Total:	\$2,143.38
MOBILE MODULAR PORTABLE STORAGE				
		10.5.1100.411.0000.00.10.00	REG K-12 SUPPLIES COVID-19	\$205.44
		Check #: 0		
			Vendor Total:	\$205.44
NAPERVILLE CENTRAL HIGH SCHOOL				

# Palos Heights School District 128

## Voucher Supplement Account Summary

Voucher Batch Number: 1185      04/12/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$312.00
NAPERVILLE PSYCHIATRIC VENTURES	25647	10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	Vendor Total: \$312.00
NCS PEARSON_25380	25380	10.5.2230.411.0000.00.00.00 Check #: 0	ASSESSMENT AND TESTING- SUPPLIES	Vendor Total: \$436.80
NICOR GAS		20.5.2540.465.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-NATURAL GAS	Vendor Total: \$348.50
PALOS ACE HARDWARE	17607	20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	Vendor Total: \$1,519.29
PETRARCA, GLEASON, BOYLE & IZZO, LLC		10.5.2310.317.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -LEGAL SERVICES	Vendor Total: \$1.46
PREMISTAR SOUTH		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	Vendor Total: \$1,025.00
PROSHRED		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	Vendor Total: \$652.00
				Vendor Total: \$84.70
				Vendor Total: \$84.70

# Palos Heights School District 128

## Voucher Supplement Account Summary

Voucher Batch Number: 1185      04/12/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
PROVEN IT				
		10.5.2660.360.0000.00.00.00 Check #: 0	DATA PROCESSING CAPITAL LEASE	\$20.00
		Vendor Total: \$20.00		
PUBLIC CONSULTING GROUP	22516	10.5.2660.310.4620.05.00.00 Check #: 0	DATA PROCESSING IDEA GRANT	\$1,106.00
		Vendor Total: \$1,106.00		
REPUBLIC SERVICES		20.5.2540.321.0000.00.00.00 Check #: 0	OPERATION /MAINTENANCE--SANITATION SERVICES	\$733.56
		Vendor Total: \$733.56		
RUSH DAY SCHOOL		10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$2,773.26
		Vendor Total: \$2,773.26		
SCHOOL HEALTH CORP.	3983	10.5.1500.411.0000.02.00.00 Check #: 0	PHYS ED SUPPLIES - INDEPENDENCE	\$24.43
		Vendor Total: \$24.43		
SMITHEREEN EXTERMINATING COMPANY	4755	20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION /MAINTENANCE-MTCE	\$476.00
		Vendor Total: \$476.00		
SOLID STATE BUSINESS SYSTEMS INC.		10.5.2660.314.0000.00.00.00 Check #: 0	DATA PROCESSING SERVICES--PROFESS SERVS/INSTRUCT	\$72,500.00
		10.5.2660.411.0000.00.10.00 Check #: 0	DATA PROCESSING SUPPLIES - PROJECT	\$2,498.00
		Vendor Total: \$74,998.00		
SPECIAL EDUCATION SERVICES				

# Palos Heights School District 128

## Voucher Supplement Account Summary

Voucher Batch Number: 1185      04/12/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
STABRAWA, LORETTA	4310	10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$1,107.10
			Vendor Total:	\$1,107.10
STAPLES ADVANTAGE_12999	12999	10.5.3700.310.4620.05.00.00 Check #: 0	CONTR LBSI SERV PAROCH LS IDEA	\$1,320.00
			Vendor Total:	\$1,320.00
		10.5.1100.411.0000.00.00.00 Check #: 0	K-12 - SUPPLIES	\$183.99
		10.5.1100.411.0000.02.00.00 Check #: 0	K-12 - SUPPLIES INDEPENDENCE	\$435.11
		10.5.1100.411.0000.03.00.00 Check #: 0	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$177.89
		10.5.1100.411.0000.04.00.00 Check #: 0	K-12 - SUPPLIES - INDIAN HILL	\$147.68
		10.5.1205.411.0000.00.00.00 Check #: 0	SPEC ED K-12- SUPPLIES	\$14.39
		10.5.2410.411.0000.04.00.00 Check #: 0	OFFICE OF PRINCIPAL - SUPPLIES INDIAN HILL	\$91.26
STATE FIRE MARSHAL	22552			\$1,050.32
			Vendor Total:	\$1,050.32
STUDIO GC ARCHITECTURE		20.5.2540.319.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-OTHER PROF/TECH SERVICES	\$490.00
			Vendor Total:	\$490.00
SUNRISE RIVER PRESS		60.5.2530.310.0000.00.00.00 Check #: 0	SITE AND BLD IMRPV ARCHITECT SERVICES	\$16,603.19
			Vendor Total:	\$16,603.19
		10.5.2130.411.0000.00.00.00 Check #: 0	HEALTH SERVICES- SUPPLIES	\$99.00

# Palos Heights School District 128

## Voucher Supplement Account Summary

Fiscal Year: 2022-2023

Voucher Batch Number: 1185

04/12/2023

Vendor Remit Name	Vendor #	Account	Description	Amount
<b>SYMMETRY ENERGY SOLUTIONS</b>				
		20.5.2540.465.0000.00.00.00 Check #: 0	OPERATION / MAINTENANCE - NATURAL GAS	\$1,233.10
			Vendor Total:	\$99.00
<b>TECHUNWRECK</b>				
		10.5.2660.323.0000.00.00.00 Check #: 0	DATA PROCESSING SERVICES - REPAIRS	\$763.00
			Vendor Total:	\$1,233.10
<b>TIMBERLINE BILLING SERVICE</b>				
		10.5.1205.311.0000.00.00.00 Check #: 0	SPEC ED PURCH SERVICES	\$170.17
			Vendor Total:	\$170.17
<b>UNIQUE PRODUCTS</b>				
		20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION / MAINTENANCE - SUPPLIES	\$3,860.46
			Vendor Total:	\$3,860.46
<b>UNIVERSAL TAXI DISPATCH</b>				
		40.5.2550.331.0000.00.00.00 Check #: 0	PUPIL TRANSPORTATION - PUPIL TRANSPORTATION	\$1,280.00
		40.5.2550.333.0000.00.00.00 Check #: 0	SPECIAL EDUCATION TRANSPORTATION	\$6,990.00
			Vendor Total:	\$8,270.00
			Grand Total:	\$303,157.48

End of Report

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# PALOS HEIGHTS SCHOOL DISTRICT 128 VOUCHER

Voucher No: 1168

Voucher Date: 03/03/2023

Prepared By: 

Printed: 04/05/2023 12:21:43 PM

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PALOS HEIGHTS SCHOOL DISTRICT 128 is hereby authorized to draw warrants against PALOS HEIGHTS SCHOOL DISTRICT 128 funds for the sum of \$51,213.27 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2022 to June 30, 2023 (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.



PALOS HEIGHTS SCHOOL DISTRICT 128

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Fund		Amount
10	EDUCATIONAL	\$27,778.39
20	OPERATIONS AND MAINTENANCE	\$565.32
40	TRANSPORTATION	\$22,327.56
60	CAPITAL PROJECTS	\$542.00
		<hr/> <b>\$51,213.27</b>

## SPECIAL CHECKS DRAWN IN MARCH

# Palos Heights School District 128

## Voucher Supplement Account Summary

Voucher Batch Number: 1168

03/03/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
BMO FINANCIAL GROUP		10.5.1100.411.0000.00.00.00 Check #: 41562	K-12 - SUPPLIES	\$303.16
		10.5.1100.411.0000.03.00.00 Check #: 41562	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$564.90
		10.5.1100.411.0000.04.00.00 Check #: 41562	K-12 - SUPPLIES - INDIAN HILL	\$613.62
		10.5.1100.411.4400.05.00.00 Check #: 41562	SUPPLIES & MATERIALS TITLE IV GRANT	\$1,078.20
		10.5.1205.310.0000.00.00.00 Check #: 41562	SPEC ED K-12- ASSISTIVE TECH	\$149.97
		10.5.2210.314.4620.05.00.00 Check #: 41562	PROFESSIONAL DEV IDEA GRANT	\$225.00
		10.5.2310.332.0000.00.00.00 Check #: 41562	BOARD OF EDUCATION -TRAVEL/CONF	\$48.00
		10.5.2310.640.0000.00.00.00 Check #: 41562	BOARD OF EDUCATION -DUES AND FEES	\$19.96
		10.5.2320.332.0000.00.00.00 Check #: 41562	EXECUTIVE ADMIN -TRAVEL/CONF	\$20.00
		10.5.2410.411.0000.01.00.00 Check #: 41562	OFFICE OF PRINCIPAL - SUPPLIES CHIPPEWA	\$166.55
		10.5.2410.411.0000.02.00.00 Check #: 41562	OFFICE OF PRINCIPAL-SUPPLIES-INDEPENDENCE	\$143.42
		10.5.2410.411.0000.03.00.00 Check #: 41562	OFFICE OF PRINCIPAL - SUPPLIES - NAVAJO HEIGHTS	\$46.44
		10.5.2410.411.0000.04.00.00 Check #: 41562	OFFICE OF PRINCIPAL - SUPPLIES INDIAN HILL	\$259.79
		10.5.2660.314.0000.00.62.00 Check #: 41562	DATA PROCESSING- TECHNOLOGY CONTRACT RENEWALS	\$10.00
		10.5.2660.332.0000.00.00.00 Check #: 41562	DATA PROCESSING -PROF. DEV TRAVEL/CONF	\$20.00
		10.5.2660.411.0000.00.11.00 Check #: 41562	DATA PROCESSING SUPPLIES ADMIN	\$182.25

# Palos Heights School District 128

## Voucher Supplement Account Summary

Voucher Batch Number: 1168

03/03/2023

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
ELIM CHRISTIAN SERVICES	4659	20.5.2540.323.0000.00.00.00	OPERATION/MAINTENANCE-MTCE	\$250.00
		Check #: 41562		
		20.5.2540.411.0000.00.00.00	OPERATION/MAINTENANCE- SUPPLIES	\$158.34
		Check #: 41562		
			Vendor Total:	\$4,259.60
		10.5.1912.670.0000.00.00.00	SPEC ED K-12 PRIVATE TUITION	\$23,693.38
		Check #: 41563		
		10.5.2560.490.0000.00.00.00	FREE AND REDUCED LUNCHES	\$118.75
		Check #: 41563		
		40.5.2550.333.0000.00.00.00	SPECIAL EDUCATION TRANSPORTATION	\$5,237.00
		Check #: 41563		
		Vendor Total:	\$29,049.13	
EMIUUM LIGHTING				
FOUR POINT O INC	15341	60.5.2530.530.0000.00.00.00	SITE AND BUILDING IMPROVEMENTS	\$542.00
		Check #: 41564		
		Vendor Total:	\$542.00	
ILLINOIS SCHOOL BUS	242	10.5.1100.411.0000.01.00.00	K-12 - SUPPLIES CHIPPEWA	\$115.00
		Check #: 41565		
		Vendor Total:	\$115.00	
MIDWEST PAPER RETRIEVER		40.5.2550.331.0000.00.00.00	PUPIL TRANSPORTATION-PUPIL TRANSPORTATION	\$17,090.56
		Check #: 41566		
		Vendor Total:	\$17,090.56	
		20.5.2540.321.0000.00.00.00	OPERATION/MAINTENANCE-SANITATION SERVICES	\$156.98
		Check #: 41567		
		Vendor Total:	\$156.98	
			Grand Total:	\$51,213.27

End of Report

## Palos Heights School District 128

### Fund Balances

Fiscal Year: 2022-2023

Include Cash Balance  
 Month: March  
 Year: 2023  
 Fund Type:  FY End Report

Fund	Description	Beginning Balance	Revenue	Expense	Transfers	Fund Balance
10	EDUCATIONAL	\$4,908,247.24	\$6,853,484.67	(\$6,603,638.56)	\$0.00	\$5,158,093.35
11	STUDENT ACTIVITY FUND	\$18,955.00	\$0.00	\$0.00	\$0.00	\$18,955.00
20	OPERATIONS AND MAINTENANCE	\$1,084,981.02	\$645,656.11	(\$826,140.39)	\$0.00	\$904,496.74
30	DEBT SERVICE	\$848,940.49	\$852,588.40	(\$1,063,725.00)	\$0.00	\$637,803.89
40	TRANSPORTATION	\$522,907.72	\$301,532.29	(\$329,174.35)	\$0.00	\$495,265.66
50	MUNICIPAL RETIREMENT	\$95,500.76	\$126,283.89	(\$133,584.30)	\$0.00	\$88,200.35
55	SOCIAL SECURITY	\$118,767.30	\$129,817.63	(\$142,525.58)	\$0.00	\$106,059.35
60	CAPITAL PROJECTS	\$4,376,970.69	\$5,064.07	(\$2,049,359.53)	\$0.00	\$2,332,675.23
70	WORKING CASH	\$191,228.70	\$1,202.60	\$0.00	\$0.00	\$192,431.30
80	TORT IMMUNITY	\$4,683.76	\$11.86	\$0.00	\$0.00	\$4,695.62
90	LIFE SAFETY	\$49,436.28	\$844.22	\$0.00	\$0.00	\$50,280.50
Grand Total:		\$12,220,618.96	\$8,916,485.74	(\$11,148,147.71)	\$0.00	\$9,988,956.99

End of Report

April 7, 2023

Merryl Brownlow, Ed. D.  
Superintendent  
Palos Heights School District 128  
12809 S. McVickers Avenue  
Palos Heights, IL 60463

RE: Palos Heights School District 128  
2023 Plumbing Work at Chippewa and Navajo Heights Schools  
Project No. 22087A

Dear Dr. Brownlow:

Bids for the above referenced project were received at 1:00 p.m. on Tuesday, April 4, 2023. There were two (2) bidders of record; two (2) bids were received. A bid tabulation sheet is herein attached for your review.

We have analyzed the bids and the qualifications of the bidders. Cryer & Olsen Mechanical, Inc. submitted the lowest responsible bid. Based upon their bid and project experience, we recommend that the contract for the 2023 Plumbing Work at Chippewa and Navajo Heights Schools be awarded to Cryer & Olsen Mechanical, Inc. for the Base Bid amount of \$63,000.

Please do not hesitate to contact me if you have any questions.

Sincerely,



Nikki D. Bridges, AIA, LEED-AP

Enclosure – Bid Tabulation

cc: Vicki Luczynski, StudioGC



223 W. Jackson Blvd.  
 Suite 1200  
 Chicago, IL 60606  
 P: (312) 253-3400

**Client:** Palos Heights SD128  
**Project Name:** 2023 -Plumbing Work at Chippewa and Navajo Heights Schools  
**Project No.:** 22087A  
**Bid Date:** Tuesday, April 4, 2023  
**Project Architect:** Nikki Bridges

### BID TAB WORKSHEET

Contractor	Total Bid Amount	Alternates - NONE					Addendum			Bid Bond	Remarks
							#1				
Cryer & Olsen Mechanical 1734 E. Cass Street Joliet, IL 60432	\$63,000.00						X			X	
Unique Plumbing 9408 W. 47th Street Brookfield, IL 60513	\$74,000.00						X			X	



## FOIA REQUESTS RECEIVED

1. From: Sheri Reid <[sreid@smartprocure.com](mailto:sreid@smartprocure.com)>  
Date: Fri, Mar 17, 2023 at 8:01 AM  
Subject: SmartProcure FOIA Request to Palos Heights School District #128 For PO/Vendor Information  
To: [mbrownlow@palos128.org](mailto:mbrownlow@palos128.org) <[mbrownlow@palos128.org](mailto:mbrownlow@palos128.org)>

Dear Merryll Brownlow or Custodian of Public Records,

SmartProcure is submitting a commercial FOIA request to the Palos Heights School District #128 for any and all purchasing records from 12/19/2022 to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person and their email address

If you would like to let me know what type of financial software you use, I may have report samples that help to determine how, or if, you are able to respond.

As an added security and privacy measure, there will be a unique upload link for any new requests moving forward, including this one. We appreciate your assistance towards this request. You may also attach the information to this email.

<https://upload.smartprocure.com/?id=c2RqPWEyYjZRMDAwMDAzWWdMQVFBMCZzdD1JTCZvcmc9UGFsb3NIZWlnaHRzU2Nob29sRGlzdHJpY3QxMjg%3D>

If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information.

If you have any questions, please feel free to respond to this email or I can be reached at the phone number below in my signature.

Regards,

Sheri Reid  
Data Acquisition Specialist  
SmartProcure

Direct: (561) 609-6759  
Email: [sreid@smartprocure.com](mailto:sreid@smartprocure.com)

**RESPONSE:**

From: Kim Anoman <[kanoman@palos128.org](mailto:kanoman@palos128.org)>  
Date: Sat, Mar 18, 2023 at 7:06 PM  
Subject: Smart Procure FOIA request PO/Vendor Information  
To: Sheri Reid <[sreid@smartprocure.com](mailto:sreid@smartprocure.com)>

Sheri,

Per the FOIA request below, I have uploaded the requested files. If you need anything else please let me know.

SmartProcure is submitting a commercial FOIA request to the Palos Heights School District #128 for any and all purchasing records from 12/19/2022 to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

Kim Anoman  
Business Manager  
Palos Heights School District #128  
708-597-9040

2. From: **Melinda Creasy** <[MelindaC@finishingchicago.com](mailto:MelindaC@finishingchicago.com)>  
Date: Thu, Apr 6, 2023 at 12:03 PM  
Subject: FOIA request  
To: [mbrownlow@palos128.org](mailto:mbrownlow@palos128.org) <[mbrownlow@palos128.org](mailto:mbrownlow@palos128.org)>

Freedom of Information Officer,  
This is a request for information under the Illinois Freedom of Information Act, 5 ILCS 140.I request the following information be provided to me.

Bid Tabulations  
Name of Awarded General Contractor  
List of Subcontractors performing Painting, Drywall Finishing, Glazing and Signage

**For Palos Heights School District No. 128 - Alterations at Chippewa, Indian Hill and Navajo Heights Schools**

Please send electronic copies of these records. If you are not the person charged with administering your public bodies FOIA obligations, please forward them to the person charged with this responsibility. You may email me those records at [MelindaC@finishingchicago.com](mailto:MelindaC@finishingchicago.com) . I understand that the Act permits a public body to charge a reasonable copying fee not to exceed the actual cost of reproduction and not including the costs of any search or review of the records. **This request is not for commercial use.** Therefore, I am asking that any fees be waived. 5 ILCS 140/6(c)

I look forward to hearing from you in writing within five working days, as the Act requires.  
5 ILCS 140/3(d).

**Melinda Creasy**

*Administrative Specialist*

FinishingChicago.com

April 7, 2023

Hi Melinda,

Attached is the bid tabulation for the Alterations. The bid was not awarded as we rejected all bids. If there is anything else that you need please let me know.

**Kim Anoman**

**Business Manager**

**Palos Heights School District #128**

**708-597-9040**

### BID TAB WORKSHEET

Contractor	Total Bid Amount	Alternates					Addendum			Bid Bond	Remarks
		Alt. No. 1	Alt. No. 2	Alt. No. 3a	Alt. No. 3b	Alt. No. 3c	#1				
Drive Costruction 708 308 3300	\$578,000.00	\$1,020.00	\$6,800.00	\$1,800.00	\$17,700.00	\$3,330.00	X			X	
Red Feather Group 847 710 3930	\$545,000.00	\$3,500.00	\$4,500.00	\$350.00	\$3,000.00	\$550.00	X			X	

- Alt. No. 1: ADD - provide new VCT in Kitchen 127 at Navajo
- Alt. No. 2: ADD to seal the existing concrete floors in Electrical Room 128 and Storage Room 114 at Navajo Heights School. (Abatement by others under separate contract.)
- Alt. No. 3a: ADD to provide moisture vapor emission control system at Kitchen 127 at Navajo Heights
- Alt. No. 3b: ADD to provide moisture vapor emission control system at Office suite (Rooms 102, 103, 107 and 108) at Navajo Heights
- Alt. No. 3c: ADD to provide moisture vapor emission control system at Video Production 14B at Navajo Heights