

**PROSPECT HEIGHTS SCHOOL DISTRICT 23
BOARD OF EDUCATION - REGULAR MEETING
WEDNESDAY, MARCH 13, 2019
BETSY ROSS ELEMENTARY SCHOOL at 7:00 PM**

Create opportunities that inspire all students to grow as learners, individuals, and citizens.

AGENDA

I. CALL TO ORDER

Jeff Bowes, Board President, calls the meeting to order.

II. PLEDGE OF ALLEGIANCE

We will be joined by representatives of the Bulldog Ambassador Program from Betsy Ross School, sponsored by Megan Akhteebo, Eva Cegielski, Megan Rieger, and Sandy Vasilakos. These students will lead us in the Pledge of Allegiance.

III. ROLL CALL

PRESENT:

ABSENT: No one.

ALSO PRESENT; Dr. Don Angelaccio, Superintendent, Dr. Amy Zaher, Assistant Superintendent of Instruction, and Mr. Micheal DeBartolo, Assistant Superintendent of Finance and Operations.

IV. RECOGNITION OF VISITORS AND PARTICIPATION

At each regular and special open meeting, members of the public and District employees may comment to or ask questions of the Board of Education. If you would like to address the Board, please complete a Visitor Participation Form and present it to Mrs. O'Donnell, our recording secretary, at this time. The Board will be prepared to address those comments related to the agenda within a reasonable time.

V. COMMUNICATIONS

A. Ross School Improvement Presentation

7

B. Newspaper article on StudioGC Lawsuit

1. Geothermal HVAC Issues Lead to Lawsuit in District 23

C. Music in our Schools Month

March is recognized as Music in our Schools Month and celebrates the positive impact that music education plays in the lives of our students and community. We extend our appreciation to all of our music educators: Mimi Gember, Karen Leuhr, Jonathan Boyer, Megan Murray, and Sam Simpson. We also thank our students and families for their dedication and commitment to our music programs.

D. National School Social Work Month

March is also recognized as National School Social Work Month and recognizes the important role that these mental health professionals play in the education setting. We extend our appreciation to all of our social workers: Abra Zavaduk, Megan Reiger, Rachel Curran, and Carly Racusen.

E. North Cook ISC Compliance Visit

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We are very pleased to report that District 23 successfully completed our Compliance Audit with the North Cook ISC.

VI. COMMITTEE REPORTS

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AGENDA

A. **BUILDING AND SITES**

Jim will report.

B. **I.A.S.B.**

IASB Dinner on March 20 @ Niles West HS. Last call for RSVP to Michelle O'Donnell.

C. **POLICY**

No report. Did not meet this month, but we need to schedule a meeting for March.

D. **SCHOOL/COMMUNITY RELATIONS**

Brian to report.

E. **N.S.S.E.O.**

Carol will report.

F. **FINANCE**

Mari-Lynn will report.

G. **NEGOTIATIONS**

No Report. Did not meet this month.

H. **CALENDAR**

Kevin will report.

Met on March 7 and will present amended calendars for 2018-19, 2019-20, and a proposed calendar for 2020-2021.

VII. **CONSENT AGENDA**

The consent agenda includes the minutes of the Regular Board Meeting and Executive Session of February 13, 2019, Tuition reimbursement report, and March personnel report.

I move to approve the Consent Agenda as presented.

- | | |
|---|----|
| A. Approval of Regular Meeting Minutes of February 13, 2019 | 17 |
| B. Approval of the Executive Meeting Minutes of February 13, 2019 | 24 |
| C. Tuition Reimbursement Report | 30 |
| D. Personnel Report | 31 |

VIII. **FINANCIAL REPORT**

32

Attached is the memo recommending payment of the voucher lists for materials, supplies, and services paid since the last BOE meeting. In addition, the District payments for salaries and insurance benefits during the previous month are included for approval. Those documents are all included for your review.

I move to approve the Financial Report as presented.

IX. **SUPERINTENDENT'S REPORT**

- A. Staffing Plan 2019-20 - ACTION

85

Dr. Angelaccio will present the staffing plan for 2019-20 based upon discussion and board input from the February 13 meeting.

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- I move to approve the staffing plan as presented on 2/13/19.**
- B. Approval Authorizing the Honorable Dismissal of Teacher(s) Due to Reduction in Force - ACTION 88
Illinois School Code requires that probationary (non-tenured) teachers be notified 45 calendar days before the end of the school year if they are to be honorably dismissed for the following school year. Teachers are honorably dismissed when there is an anticipated decrease in number of sections needed or particular type of teaching service. This will affect one part-time Early Childhood teacher.
- I move to approve the Resolution Authorizing the Honorable Dismissal of Teacher Due to Reduction in Force.**
- C. Student Registration and Lunch Fees 2019-20 - ACTION 94
Mr. DeBartolo will present the recommendation for student registration and lunch fees for 2019-20 based upon discussion and board input at the February meeting.
- I move to approve the student fees for 2019-20 as presented.**
- D. Modify Calendar/Establish Last Day of Student Attendance - ACTION 96
Dr. Angelaccio will present a revision to the 2018-19 School Year calendar, due to the use of emergency days, to establish the last day of student attendance as June 7, 2019. Total student attendance days will be 175 and total Certified Faculty work days will be 185. We have received approval from North Cook ISC for our amended calendar.
- I move to approve the amended 2018-19 School Calendar as presented.**
- E. Calendar Adoption - ACTION 97
The joint PHEA and Board Calendar Committee met on March 7, 2019 to establish the recommended calendar for the 2020-21 School year. The tentative calendar being proposed meets the 176 day of student attendance requirement.
- I move to approve the 2020-21 School Year Calendar as presented.**
- F. Approval of Resolution Authorizing Budget - ACTION 98
The Board of Education is required to appoint an individual to prepare the budget in accordance with the legal requirements outlined in the Illinois School Code. Traditionally, the District has appointed the CSBO to prepare the tentative and final budget for the upcoming fiscal year. Mr. DeBartolo will prepare the tentative budget for approval at the June 2019 BOE meeting.
- I move to approve the resolution authorizing Micheal DeBartolo to prepare the Fiscal Year 2020 budget.**
- G. Resolution for Bond Abatement - ACTION 102

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The Board of Education issued \$3 million in working cash bonds in February 2019. The purpose of those bonds was to utilize the funds for performance of construction projects from the District's long range facilities plan. As part of issuing the bonds, the District needs to sequester those funds in the appropriate fund for the purpose of conducting the projects and paying the bills associated with the work. A resolution is required to make such a transfer. The monies must move from the Working Cash Fund to the Operations & Maintenance Fund and then to the Capital Projects Fund. Funds cannot be transferred directly into Capital Projects Fund due to the ISBE and statutory rules on transfers.

I recommend approval of the resolution transferring funds from Working Cash Fund to Operations & Maintenance Fund to Capital Projects Fund.

- H. Approval of Resolution Authorizing HVAC- ACTION 109
I recommend approval of the contracts for services with Emcor and Honeywell to retrofit the HVAC units at Eisenhower School during the summer of 2019.
- I. Approval of Contracts Authorizing WOW for Internet/Ethernet Services- ACTION 118
The District has utilized the request for proposal process outlined by the Federal government in order to secure services and funding contribution through the eRate program. In searching for the recommended internet service provider, the Technology Department worked with the District's eRate consultant, Gerry Zeller & Assoc.
I move to approve the contract for internet services with WOW.
- J. Board Elections and Transition - DISCUSSION 161
Dr. Angelaccio will share an overview of the timeline and process for Board elections and transition.
- K. Curriculum Update- INFORMATION 163
Dr. Zaher will provide the quarterly Curriculum update including highlights of professional development and committee work. No presentation will be made, by Dr. Zaher is happy to answer any questions.
- L. Freedom of Information - INFORMATION
The following Freedom of Information requests were made in accordance with the Freedom of Information Act.
1. Smart Procure Employee Info Request 166
 2. Hill Education Assoc Employee Info Request 201
 3. Emeric Request for Employee Information 211
- M. CSBO Interview Process and Timeline - INFORMATION 213
The recruitment and interview process for our CSBO vacancy are outlined in the attached documents. The Illinois Association of School Business Officials (IASBO) provides information to superintendents to guide this process, including interview

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AGENDA

questions and rubrics. This information, the North Cook Salary Study, and input from Superintendent Colleagues provided support for the position parameters and salary range. The position has been posted and applications have been submitted.

N. District 23, ECDEC, and Harper MOU Amendment - INFORMATION 217

Our collaborative partnership with ECDEC, Harper College and District 23 continues to be a success and support for at-risk students in our community. Due to limited District 23 students' eligibility and availability to access this full-day program, enrollment at the Harper location is under capacity. This amendment to the MOU provides access to this ECDEC program for non-District 23 students through the funding of ECDEC directly so that funds are used to serve the most students possible. Dr. Sroka is available for questions but only a signature from the Board President is required.

X. **RECOGNITION OF VISITOR PARTICIPATION**

At each regular and special open meeting, members of the public and District employees may comment to or ask questions of the Board of Education. If you would like to address the Board, please complete a Visitor Participation Form and present it to Mrs. O'Donnell, our recording secretary, at this time. The Board will be prepared to address those comments related to the agenda within a reasonable time.

XI. **OLD BUSINESS**

XII. **NEW BUSINESS**

XIII. **EXECUTIVE SESSION**

I move we adjourn to Executive Session for matters regarding personnel and litigation. One action item remains on our agenda when we return to open session.

A. Personnel -- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. 218

B. Collective Negotiations -- 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.

XIV. **ADJOURNMENT**

DISTRICT ORGANIZATIONAL GOALS

- **Student Success:** Ensure all students are well rounded and emotionally and academically prepared for success in high school.
- **Teaching, Learning, and Innovation:** Encourage a learning environment that emphasizes excellence and retains high-quality staff.

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- **Family and Community Partnership:** Actively engage and communicate with all families to foster collaborative relationships that benefit student learning and understanding of district priorities.
- **Sustainable Resources:** Advance effective use of resources to support safe, learner ready facilities that maximize student learning.

Betsy Ross

State of the School

2018-19



Presentation to Prospect Heights Board of Education
March 13th, 2019

PBIS Team & District Improvement Team

PBIS Team

- Inge Bennett
- Kylie Gember
- Erin Lim
- Bob Miller
- Megan Rieger
- Sandy Vasilakos

School Improvement Team

- Nazera Chartouni
 - Ingrid Henehan
 - Tina Polster
 - Patti Walsh
-

Mission Statement

It is the Mission of Prospect Heights
School District 23 to:
**Create opportunities that inspire all students
to grow as learners, individuals, and citizens.**




Vision Statement

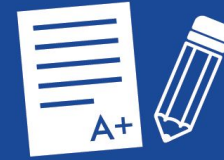
Prospect Heights School District 23 is a place where:
Inspiration and dedication lead to student growth.

Inspiration + Dedication = Growth



Bulldog Buck Trading

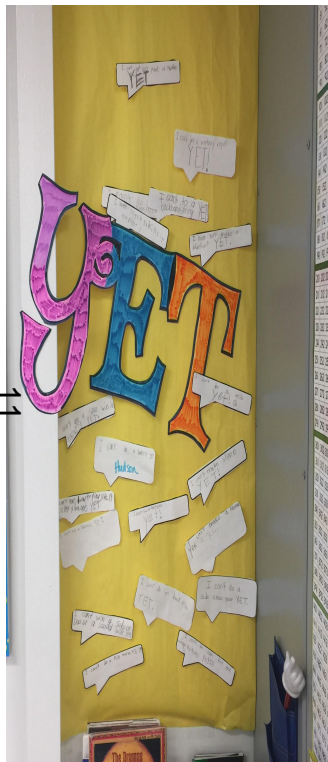
<p>Trading cards</p> 	<p>ONE Homework pass from your teacher</p> 	<p>Decorate the School for Spring</p> 
<p>10 Bulldog Bucks</p>	<p>20 Bulldog Bucks</p>	<p>40 Bulldog Bucks</p>



Student Success

Ensure all students are well rounded and emotionally and academically prepared for success in high school.

1. Strengthen student engagement with Makerspace and STEAM
 - New STEAM Club
 - Library Media Center Activities
2. Focus on Growth of the Whole Child
 - PBIS (Bulldog Beliefs)
 - Ambassadors Program
 - Social Emotional Learning (PLP & SAEBRs)



Teaching, Learning & Innovation

*Encourage a learning environment
that emphasizes excellence and retains
high-quality staff.*

1. Professional Development
 - Mission & Visioning
 - PBIS
 - EL Strategies
 - Growth Mindset
 2. Climate and Culture
 - Staff and Student Recognition
 - Celebrations
 - Staff “Climate Boosters”
-



Family and Community Partnership

Actively engage and communicate with all families to foster collaborative relationships that benefit student learning and understanding of district priorities.

1. Continue family engagement & community partnerships

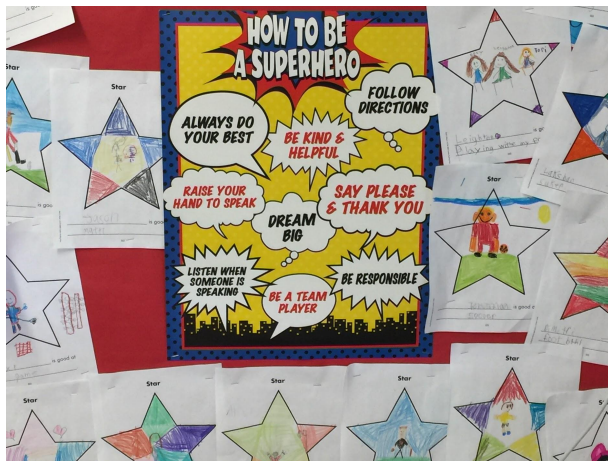
- EPTO Partnership
- Ross STEAM Night
- District Fundraisers
- Service Learning



Sustainable Resources

Advance effective use of resources to support safe, learner ready facilities and to maximize student learning.

1. Continue furniture replacement cycle
2. Coming this Spring...New Outdoor Learning Environment Surrounding the Ross Garden



We're having a great year and are looking forward to continuing the growth and learning at Ross throughout the remainder of the year!





School and District Evaluation Instrument

North Cook ISC, 2018-2019

District Prospect Heights SD #23
Superintendent Donald S. Angelaccio
Superintendent License 373878
Address 700 N Schoenbeck Rd, Prospect Heights, IL 60070-1231
Attendance centers 4 **Pupils** 1557 **Licensed staff** 177

Mandate waivers

District financial number and status

05-016-023-002 Recognition

Recommended recognition status Fully recognized



Compliance Evaluation Summary

North Cook ISC, 2018-2019

List of Participating Team Members and Evaluators

NCISC/ROE5: , Richard Duran, Compliance Coordinator , Shirley Bloom, License Director , Tom Bookler, Homeless Liaison , Gene Goeglein, H L/S Inspe

Areas of Noncompliance *(include item numbers and legal references)*

<i>Reference</i>	<i>Item</i>
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Areas of Concern

NONE

General Comments, Notes and Observations

The Compliance Team wishes to commend the School District on the following:

1. District 23 recently completed their new Strategic Plan 2018-2023 requiring self-examination and community-staff involvement. During our visit we could see the transitioning to the guidelines and principles that evolved in that process. Many of the remarks that follow underscore the implementation of this new vision. We commend everyone involved for their devotion to this process.
2. The District Leadership Team meets twice a month to coordinate implementing the Strategic Plan and provides Professional Development related to those goals on a monthly basis.
3. The Assistant Superintendents of Curriculum & Instruction for District 23 and THSD 214 meet regularly with the Leadership Team to coordinate programs between the two districts.
4. The Principals work well together, was a comment we heard during our tour of the buildings which testifies to the spirit of unity across the district.
5. There was a warm welcoming atmosphere in each of the buildings we toured. Office staff, teachers, students, custodians, and parent volunteers all smiled and were quick to share what they were doing.
6. PBIS (Positive Behavioral Intervention System) programs in each of the schools are being rebooted to reflect the SEL (Social Emotional Learning) elements of the new strategic plan. Building programs are being updated to target behaviors typical to the age group of students in that building. The results of these efforts is a more unified district approach using similar terminology.
7. Inquiry based instruction is currently being used in the science curriculum and continues to be adopted across the learning spectrum.
8. School Libraries (Learning Resource Centers) in each of the buildings reflect the 21st Century vision of a learning environment that adapts its spaces and focuses on collaborative student learning and expanding resources beyond the printed book. Adaptable spaces are configured for coding, robotics, and maker spaces. Partnerships with the Public Library expand the school resources and encourage students to use their facilities after regular school hours.
9. We observed Bi-Lingual Buddy Classes at Eisenhower Elementary blending Polish and Spanish Students with traditional classes. At Sullivan Elementary, we learned about 2nd and 4th Grade Buddy Classes and 3rd and 5th Grade Buddy Classes. These classes are excellent examples of the several of the District Guiding Principles (i.e. collaborative learning, supporting all students, diversity is a strength, etc.).
10. Additional partnerships with THSD 214 provide Special Needs High School Students with jobs such as delivering mail, watering plants, etc. High School Students in the Education Prep curriculum spend six-seven weeks in District 23 shadowing and assisting teachers and helping with collaborative learning projects.
11. Now that the district has one-to-one computers for all students, old computer lab spaces are being re-purposed for other uses such as the Innovation Lab at MacArthur MS.
12. The redesign of the district web-page makes finding information for parents and community members an easy to navigate, user-friendly experience.



PROSPECT HEIGHTS SCHOOL DISTRICT 23

MINUTES OF THE BOARD OF EDUCATION

Regular Meeting Grodsky Administration Building 6:00 p.m. February 13, 2019

<p><u>Members Present</u> Jeff Bowes, Board President Mari-Lynn Peters Carol Botwinski Jim Bednar Pat Chester Brian Greidanus</p>	<p><u>Members Absent</u> Kevin Novak</p>
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<p><u>CALL TO ORDER</u></p>	<p>Jeff Bowes, Board President, called the meeting to order at 6:03 p.m.</p>
<p><u>ROLL CALL</u></p>	<p>Present: Mrs. Botwinski, Mr. Bowes, Mr. Chester, Mr. Greidanus, Mrs. Peters and Mr. Bednar</p> <p>Absent: Mr. Novak</p> <p>Also present: Dr. Angelaccio, Superintendent, Dr. Amy Zaher, Assistant Superintendent of Curriculum and Instruction, and Mr. Micheal De Bartolo, Assistant Superintendent of Finance and Operations.</p>
<p><u>EXECUTIVE SESSION</u></p>	<p>Motioned by Mr. Bednar, seconded by Mrs. Botwinski to move to Executive Session for matters of Personnel. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. The motion followed by a vote of 6 Ayes (Botwinski, Peters, Chester, Greidansu, Bowes and Bednar) 0 Nays. 1 Absent (Novak).</p> <p>The Board adjourned to Executive Session at 6:15 p.m.</p>

	The Administration team left the meeting at 6:16 p.m. for matters regarding the Superintendent's evaluation.
<u>OPEN SESSION</u>	The Board of Education returned to open session at 7:09 pm.
<u>PLEDGE OF ALLEGIANCE</u>	Members of the MacArthur Middle School Student Senate led the Pledge of Allegiance. These students discussed their upcoming St. Baldrick's Fundraiser at MacArthur Middle School on March 22, 2019.
<u>RECOGNITION OF VISITORS AND PARTICIPATION</u>	No one addressed the Board.
<u>COMMUNICATIONS</u>	The upcoming IASB North Cook Division Dinner Meeting was discussed. An article appeared in the Journal that highlighted the Sullivan Ambassador's service and fundraising project.
<u>COMMITTEE REPORTS</u>	<p><u>Building and Sites</u> Mr. Chester reported on the summer construction bids. The HVAC work at Eisenhower is separate and has been priced already. It is anticipated the the district will move forward on most of the projects planned for the summer. The change order procedure for summer work approvals was discussed.</p> <p>There was an update on the HVAC mediation and the next steps.</p> <p>Lost time and overtime report was presented.</p> <p>An update was provided on the open maintenance position was provided. There are three candidates coming in for second interview.</p> <p><u>I.A.S.B/ED-RED</u> No report.</p> <p><u>Policy</u> No report.</p> <p><u>School/Community Relations</u> Mr. Greidanus discussed the name change for committee from communications to school/community relations, it better reflects the work of the committee. The committee will meet every two months.</p>

Dr. Angelaccio created the Superintendent Advisory Committee (SAC) to meet when needed. The SAC will be an informal committee to help Dr. Angelaccio when needed with particular issues. Reports will come through this Community Relations Committee.

District Dashboard

Some adjustments were made to the Dashboard, colors were changed and a help button with a clear explanation of the data represented. Dr. Angelaccio will send it out to the SAC before sending to a larger audience.

PTO communications

Mr. Greidanus attended the PTO meeting and highlighted the monthly Board meeting.

N.S.S.E.O.

Mrs. Botwinski reported that a D25 DHH student was named the shining star this month.

Board accepted HVAC bid for Administration Center.

Mrs. Botwinski reported that NSSEO announced a major program change at Minor and Kirk School. Currently, each of the schools has programs serving the needs of students from Early Childhood to age 21. Next school year there will be a program for Early Childhood through 8th grade students at Minor School. The High School through transition age student program will be held at Kirk School.

Finance

Mrs. Botwinski reported on the 2019-20 proposed student fees. The only change to existing fees is the proposal of the “transportation registration fee”. A decision will be made at the March BOE meeting.

The summer construction bids were discussed, as well as the HVAC for Eisenhower. It is anticipated that the district will move forward on most, if not all of the projects planned for the summer of 2019. The change order procedure for summer work approvals was discussed.

An HVAC mediation update was provided and the next steps were discussed.

The status of the 2017-18 collections was discussed. It was reported that money collected exceeded the cost to collect.

	<p>Discussed next level of collections.</p> <p>There was discussion of Continuing Disclosure Policies and Procedures for Bond Reporting. Upon receipt of the bond proceeds, it will be required that the BOE approve the resolution which will put into place the reporting and disclosure process. The March BOE meeting will be the target approval date.</p> <p><u>Negotiations</u> No report.</p>
<p><u>CONSENT AGENDA</u></p>	<p>The consent agenda included the minutes Regular Board Meeting and Executive Session of January 9, 2019, February personnel report, and the Policy second Reads.</p> <p>Motioned by Mr. Chester, seconded by Mr. Bowes to approve the Consent Agenda as presented. The motion passed by a vote of 6 Ayes (Botwinski, Peters, Chester, Greidanus, Bowes and Bednar) 0 Nays and 1 Absent (Novak).</p>
<p><u>FINANCIAL REPORT</u></p>	<p>Mr. DeBartolo presented the memo recommending payment of the voucher lists for materials, supplies, and services paid since the last BOE meeting. Also, the District payments for salaries and insurance benefits during the previous month that were included for approval.</p> <p>Motioned by Mr. Chester, seconded by Mrs. Peters to approve the Financial Report as presented. The motion passed by a vote of 6 Ayes (Botwinski, Peters, Chester, Greidanus, Bowes and Bednar) 0 Nays. 1 Absent (Novak).</p>
<p><u>SUPERINTENDENT'S REPORT</u></p>	<p>Update on Bond Sales Mr. DeBartolo provided information on the execution of the bond sales including yield, sale pricing, and next steps. He reported that wire transfers came through today for the full amount. Documents next month will report the District facts. The timing was good, we received a good yield, it worked out very favorably for the District.</p> <p>Approval of Summer 2019 Bids Mr. DeBartolo and Mr. Rominski, with a representative from ARCON, presented an overview of the Summer 2019 projects and bids received. This work is targeted to address HVAC issues, roofing, windows, and paving work at IKE. The roofing and masonry work at the Administration Center is also</p>

	<p>scheduled for this summer.</p> <p>Motioned by Mrs. Peters, seconded by Mr. Bednar to approve the Summer 2019 Bids. The motion carried by a vote of 6 Ayes, (Botwinski, Peters, Chester, Greidanus, Bowes and Bednar) 0 Nays and 1 Absent (Novak).</p> <p>Student Fees Proposal 2019-2020 Mr. DeBartolo presented a proposal of student fees for 2019-20, including the impact on programming, short and long term budget. There was discussion on implementing transportation registration fee. The decision was made to make a decision at the next BOE meeting.</p> <p>Hazardous Routes Mr. DeBartolo requested approval of the Hazardous Routes that must be certified locally, then file with the State as part of our transportation reimbursement.</p> <p>Motioned by Mrs. Botwinski, seconded by Mr. Bednar to approve the Hazardous Routes as presented. The motion passed by a vote of 6 Ayes (Botwinski, Peters, Chester, Greidanus, Bowes and Bednar) 0 Nays. 1 Absent (Novak)</p> <p>Staffing Plan Proposal 2019-20 Dr. Angelaccio presented a proposed staffing plan for the 2019-20 school year, highlighting impact on class size guidelines, space constraints, and budget.</p> <p>District Strategic Plan Goal Update - Trimester II Included in the packet was a summary of the updates and Trimester II progress report on the current 2018-2019 Strategic Plan.</p>
<p><u>RECOGNITION OF VISITORS AND VISITOR PARTICIPATION</u></p>	<p>No one addressed the Board.</p>
<p><u>OLD BUSINESS</u></p>	<p>Semi-Annual Review of Executive Session Minutes Mrs. Peters reviewed the Executive session minutes for the past six months. She recommended the release of Executive Session Minutes from September 2018, October 2018, November 2018 and December 2018 and for the past 18 months of Executive Session recordings to be destroyed.</p> <p>Motioned by Mrs. Peters, seconded by Mr. Bednar to approve</p>

	<p>the release the Executive Minutes as presented. The motion passed by a vote of 5 Ayes (Botwinski, Peters, Chester, Greidanus, and Bowes) 1 Nay (Bednar) 1 Absent (Novak)</p>
<u>NEW BUSINESS</u>	
<u>EXECUTIVE SESSION</u>	<p>Personnel The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.</p> <p>Motioned by Mrs. Botwinski, seconded by Mr. Greidanus to adjourn to Executive Session for matters regarding personnel. The motion followed by 6 Ayes (Botwinski, Peters, Chester, Greidanus, Bowes and Bednar) 0 Nays 1 Absent (Novak)</p> <p>The Board adjourned to Executive Session at 9:22 p.m.</p>
<u>OPEN SESSION</u>	<p>The Board returned to Open Session at 11:22 p.m.</p> <p>Motioned by Mr. Greidanus, seconded by Mrs. Botwinski to move to Open Session for matters regarding HVAC Mediation summary and strategy. The motion passed by a vote of 6 Ayes (Botwinski, Peters, Chester, Greidanus, and Bowes)) Nays and 1 Absent (Novak)</p> <p>HVAC Authorization to file lawsuit against StudioGC for its breach of contract, and any other causes of action, in the design and construction of HVAC systems at District 23 schools.</p> <p>Motioned by Mrs. Peters, seconded by Mr. Bowes, to file a lawsuit against StudioGC for breach of contract. The motion carried by a vote of 6 Ayes, (Botwinski, Peters, Chester, Greidanus, Bowes and Bednar) 0 Nays and 1 Absent (Novak)</p>
<u>ADJOURN</u>	<p>Motioned by Mr. Bednar, seconded by Mr. Bowes the motion to adjourn the meeting at 11:43 p.m. Motion carried by a roll call vote of 6 Ayes (Botwinski, Peters, Chester, Greidanus, Bowes and Bednar) 0 Nays 1 Absent (Novak)</p>



PROSPECT HEIGHTS SCHOOL DISTRICT 23

MINUTES OF THE EXECUTIVE SESSION OF THE REGULAR BOARD OF EDUCATION MEETING

Executive Session Administration Building 6:15 p.m. – 7:05 p.m. February 13, 2019

Members Present

Jeff Bowes, Board President
Mari-Lynn Peters

Carol Botwinski
Jim Bednar
Brian Greidanus
Pat Chester

Members Absent

Kevin Novak

ROLL CALL AND VISITORS

Superintendent Dr. Don Angelaccio; Dr. Amy Zaher, Assistant Superintendent of Curriculum and Instruction; Mr. Micheal DeBartolo, Assistant Superintendent of Finance and Operations; Mr. Brian Rominski, Director of Facilities.

At 6:16 p.m. all visitors were excused from executive session.

PERSONNEL

The evaluation of Dr. Angelaccio was discussed.

ADJOURNMENT

Motion moved by Mr. Bednar and Mrs. Botwinski seconded the motion to return to Open Session at 7:05 p.m. Motion carried by a vote of 6 AYES (Mrs. Botwinski, Mr. Bowes, Mr. Greidanus, Mrs. Peters, Mr. Chester, Mr. Bednar).

Nays; 0

ABSENT: 1

Board President

Board Secretary



PROSPECT HEIGHTS SCHOOL DISTRICT 23

MINUTES OF THE EXECUTIVE SESSION OF THE REGULAR BOARD OF EDUCATION MEETING

Executive Session Administration Building 9:33 p.m. – 11:22 p.m. February 13, 2019

Members Present

Jeff Bowes, Board President
Mari-Lynn Peters

Carol Botwinski
Jim Bednar
Brian Greidanus
Pat Chester

Members Absent

Kevin Novak

ROLL CALL AND VISITORS

Superintendent Dr. Don Angelaccio; Dr. Amy Zaher, Assistant Superintendent of Curriculum and Instruction; Mr. Micheal DeBartolo, Assistant Superintendent of Finance and Operations; Mr. Brian Rominski, Director of Facilities; Mr. Ken Flores, Esquire, Robbins Schwartz.

LITIGATION

Discussed the HVAC humidity issues, mediation thereof, and strategy.

At 10:17 p.m. Mr. Rominski and Mr. Flores were excused from the meeting.

NEGOTIATIONS

Discussed delays of finalization of contract and the change of prescription drug insurance.

At 10:40 p.m. Dr. Angelaccio, Dr. Zaher and Mr. DeBartolo were excused.

PERSONNEL

The evaluation of Dr. Angelaccio was discussed.

ADJOURNMENT

Motion moved by Mr. Greidanus and Mrs. Botwinski seconded the motion to return to Open Session at 11:22 p.m. Motion carried by a vote of 6 AYES (Mrs. Botwinski, Mr. Bowes, Mr. Greidanus, Mrs. Peters, Mr. Chester, Mr. Bednar).

Nays; 0

ABSENT: 1

Board President

Board Secretary

TUITION REIMBURSEMENT SUMMARY REPORT

	Employees Reimbursed	Hours Reimbursed	Total Amount Reimbursement
March 2019	4	12	\$1,800
November 2018	6	18	\$2,700
July 2018	10	34	\$5,075
March 2018	7	27	\$3,840
November 2017	10	48	\$6,588
July 2017	13	52	\$7,800
March 2017	9	50	\$6,390
November 2016	5	39	\$2,482
July 2016	13	62	\$8,632
March 2016	4	21	\$3,150
November 2015	5	27	\$3,701
July 2015	5	24	\$3,600
March 2015	6	30	\$4,500
November 2014	3	12	\$1,800
July 2014	8	33	\$5,400
March 2014	4	12	\$1,800

Only current employees are reimbursed with the exception of employees dismissed due to reduction in force.

PERSONNEL REPORT 3/13/19

<u>Name</u>	<u>Positon</u>	<u>Replacing</u>	<u>Action</u>	<u>FTE</u>	<u>Number of Positions</u>	<u>Effective</u>	<u>School</u>	<u>PHEA or BOARD</u>	<u>2018-2019 Amount</u>
Carlos Patlan	Maintenance Supervisor	Curt Schmidt	New Hire	1		5/1/19	Admin.		\$72,500
Marcus Sabo	Maintenance Tech/Custodial Services Supervisor	Curt Schmidt/New Allocation	Change of Status	1		7/1/19	Admin.		\$60,000
Jennifer Luke	Program Assistant	New Allocation (added .5 FTE)	Change of Status	1		3/11/19	IKE		\$18.81/hr
Michelle Delgado	Teacher-Grade 4		Resignation	1		6/7/19	Sullivan		\$48,602
Veronica Schmidt	Teacher-Grade 3		Resignation	1		6/7/19	Ross		\$44,602
Micheal DeBartolo	Assistant Superintendent for Finance & Operations		Resignation	1		6/30/19	Admin.		\$140,425



**Prospect Heights School District 23
Board Memorandum
Action/Discussion Item**

Date: March 8, 2019

Subject: Formal payment of bills from February 19, 2019 to March 12, 2019 pursuant to BOE Weekly Bill Payment Resolution Approved 5/9/2018

Prepared by: Micheal DeBartolo, Assistant Superintendent for Finance & Operations

Pursuant to the Bill Payment Resolution for FY 2019 approved at the May 9, 2018 meeting, the Board reviews bills proposed for payment on a weekly basis. Upon review, the Board provides consent to payment of these bills with final, formal Board approval occurring at the next regular, monthly meeting of the Board.

Attached to the Finance Report are the bills that were paid from February 19, 2019, through March 12, 2019.

In addition, the Board approves the salaries and benefits paid during the previous month. Attached to the Finance Report are the hourly and salaried amounts paid for the pay periods in February 2019 AND the insurance benefit payments made for February 2019:

The Business Office recommends approval of this month's Finance Report.



**Prospect Heights School District 23
Board Memorandum
Action/Discussion Item**

Date: March 8, 2019

Subject: Salaries and Benefits Paid February 2019

Prepared by: Micheal DeBartolo, Assistant Superintendent for Finance & Operations

The Board of Education is asked to formally approve the salaries and insurance benefit amounts paid by the District for February 2019. Those amounts have been paid as follows:

February 2019 Payroll and Insurance Information

February 15th Hourly Payroll	\$20,637.09
February 15th Salary Payroll	\$551,609.92
Total February 15 th Payroll	\$572,247.01
February 28th Hourly Payroll	\$29,515.73
February 28th Salary Payroll	\$556,356.48
Total February 28 th Payroll	\$585,872.21
Total February Salaries	\$1,158,119.22
Insurance	\$239,750.75
Total Salary and Insurance	\$1,397,869.97

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1210

02/19/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
AssetGenie, Inc						
Check Group:						
iPad Pro 12.9 - 4073 - Battery Discharges Rapidly		1 0		1357650 1/8/2019	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$89.00
Check #: 0						
PO/InvoiceTotal:						\$89.00
Vendor Total:						\$89.00
City of Prospect Heights						
Check Group:						
Crossing Guard Salary - January 2019		1 0		CG1-19 1/31/2019	10.5.0000.2191.319.01.0000 Crossing Guards	\$3,793.20
Employer Portion of OASDI (Social Security)		1 0		CG1-19 1/31/2019	10.5.0000.2191.319.01.0000 Crossing Guards	\$235.18
Employer Portion of Medicare		1 0		CG1-19 1/31/2019	10.5.0000.2191.319.01.0000 Crossing Guards	\$55.00
Admin Fee		1 0		CG1-19 1/31/2019	10.5.0000.2191.319.01.0000 Crossing Guards	\$379.32
Check Fee		10 0		CG1-19 1/31/2019	10.5.0000.2191.319.01.0000 Crossing Guards	\$50.00
Check #: 0						
PO/InvoiceTotal:						\$4,512.70
Vendor Total:						\$4,512.70
Demco Inc. 00220						
Check Group:						
Find A Just Right Book Jumbo Bookmark 9" x 3-1/4" 100/Pkg		2	190735	6544219 2/5/2019	10.5.0000.2222.410.05.0000 General Supplies	\$14.12
Non-Glare Label Protectors 2"H x 3"W 250/Roll		5	190735	6544219 2/5/2019	10.5.0000.2222.410.05.0000 General Supplies	\$87.95
Check #: 0						
PO/InvoiceTotal:						\$102.07

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1210

02/19/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$102.07
Discovery Benefits						
Check Group:						
FSA - Monthly - January 2019		1	0	973073-IN 1/31/2019	10.5.0000.2520.319.01.0000 Professional Services	\$106.25
Check #: 0						
PO/InvoiceTotal:						\$106.25
Vendor Total:						\$106.25
Donin, Natalie						
Check Group:						
Refund 1/3 Registration - Paula (Mac) \$83, Sandra(Sull) \$65		1	0	REFUND.OOD.N D 2/11/2019	10.4.1810.0000.000.00.0000 Registration Income	\$148.00
Check #: 0						
PO/InvoiceTotal:						\$148.00
Vendor Total:						\$148.00
First Student	00406					
Check Group:						
MAC - 7th grade FT - Vertical Endeavors		1	0	091-C-065967 1/25/2019	40.5.0000.2551.339.04.0000 Field Trips - Curriculum	\$418.40
MAC - 6th grade FT - Bernies Book Bank		1	0	091-C-066045 2/5/2019	40.5.0000.2551.339.04.0000 Field Trips - Curriculum	\$371.30
SpEd Transportation - MAC - Jewel Osco		1	0	091-C-066046 2/5/2019	40.5.0000.2552.331.01.0000 Spec. Education Transportation	\$155.68
MAC - Girls Volleyball - Holmes		1	0	091-C-066047 2/5/2019	40.5.0000.2551.335.04.0000 Interscholastic Trips	\$155.68
MAC - 6th grade FT - Bernies Book Bank		1	0	091-C-066056 2/6/2019	40.5.0000.2551.339.04.0000 Field Trips - Curriculum	\$379.87
MAC - Wrestling - Hadley		1	0	091-C-066058 2/6/2019	40.5.0000.2551.335.04.0000 Interscholastic Trips	\$160.48

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1210

02/19/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
MAC - Wrestling - Lincoln		1	0	091-C-066061 2/7/2019	40.5.0000.2551.335.04.0000 Interscholastic Trips	\$155.68
Check #: 0						
PO/InvoiceTotal:						\$1,797.09
Vendor Total:						\$1,797.09
Gause, Timothy D.						
Check Group:						
MAC - Referee - Wrestling - 2/12/19		1	0	REF.Wrestl.TG21 2 2/12/2019	10.5.0000.1503.319.04.0000 Professional Services	\$90.00
Check #: 0						
PO/InvoiceTotal:						\$90.00
Vendor Total:						\$90.00
Hauser Izzo, LLC	00458					
Check Group:						
Professional Services Rendered through 01/31/19		1	0	22752 JMI 2/6/2019	10.5.0000.2369.318.01.0000 Legal Services	\$132.00
Check #: 0						
PO/InvoiceTotal:						\$132.00
Vendor Total:						\$132.00
Herrig, Amber						
Check Group:						
Paid full EDP fee in Oct 2018. Sofie approved for DHS for 1/2 October. Reduced fee by copay owed for entire year		1	0	REIMB.EDP.AH 2/11/2019	10.4.1993.0000.000.01.0000 EDP Fees	\$78.00
Check #: 0						
PO/InvoiceTotal:						\$78.00
Vendor Total:						\$78.00
Hirsh, Alyssa A						
Check Group:						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1210

02/19/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Talking AAC Conference - Meal Reimbursement A Hirsh -		1	0	REIMB.Meals.120 19 12/31/2018	10.5.0000.2159.332.01.0000 Assistive Tech Travel Expenses/Mileage	\$103.64
					Check #: 0	
						PO/InvoiceTotal: <u>\$103.64</u>
						Vendor Total: <u>\$103.64</u>
Illinois ASCD	05532					
Check Group:						
Margaret Tomasik		1	190617	22621 2/5/2019	10.5.0000.2210.312.01.0000 Professional Development	\$250.00
Sherrie Grischow		1	190617	22621 2/5/2019	10.5.0000.2210.312.01.0000 Professional Development	\$250.00
Carol Petrusha		1	190617	22621 2/5/2019	10.5.0000.2210.312.01.0000 Professional Development	\$250.00
Kristen Derrico		1	190617	22621 2/5/2019	10.5.0000.2210.312.01.0000 Professional Development	\$250.00
Kayleen Fahey		1	190617	22621 2/5/2019	10.5.0000.2210.312.01.0000 Professional Development	\$250.00
Alexandra Bozio		1	190617	22621 2/5/2019	10.5.0000.2210.312.01.0000 Professional Development	\$150.00
Nicole Baran		1	190617	22621 2/5/2019	10.5.0000.2210.312.01.0000 Professional Development	\$150.00
Stacy Balla		1	190617	22621 2/5/2019	10.5.0000.2210.312.01.0000 Professional Development	\$150.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$1,700.00</u>
						Vendor Total: <u>\$1,700.00</u>
Loomis Armored US, LLC						
Check Group:						
Loomis Armored Safe fees - Dec 2018		1	0	12354465 12/31/2018	10.5.0000.2520.319.01.0000 Professional Services	\$329.68

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1210

02/19/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Loomis Armored Safe Fees - January 2019		1	0	12372818 1/31/2019	10.5.0000.2520.319.01.0000 Professional Services	\$378.07
					Check #: 0	
						PO/InvoiceTotal: <u>\$707.75</u>
						Vendor Total: <u>\$707.75</u>
M1E2 Inc, DBA Instant Imprints of IL						
Check Group:						
8ft green table cloth with 6ft imprint		1	190774	1104 2/8/2019	10.5.0000.2310.410.01.0000 BOE General Supplies	\$182.40
					Check #: 0	
						PO/InvoiceTotal: <u>\$182.40</u>
						Vendor Total: <u>\$182.40</u>
Music In Motion						
Check Group:						
Combination Bells wth Push Button Top		1	190744	00727386 2/5/2019	10.5.0000.1114.410.01.1929 VIM Desingated Account-SUPPLIES- (former PHIL)	\$72.60
Alphadots Set 1		1	190744	00727386 2/5/2019	10.5.0000.1114.410.01.1929 VIM Desingated Account-SUPPLIES- (former PHIL)	\$19.80
Music Symbols Stickers		2	190744	00727386 2/5/2019	10.5.0000.1114.410.01.1929 VIM Desingated Account-SUPPLIES- (former PHIL)	\$8.69
Blg B-A-G Recorder Collection Book		1	190744	00727386 2/5/2019	10.5.0000.1114.410.01.1929 VIM Desingated Account-SUPPLIES- (former PHIL)	\$22.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$123.09</u>
						Vendor Total: <u>\$123.09</u>
National Investigations, Inc.	80930					
Check Group:						
Database Search on 6 families from 12/7/18		6	0	RI-18-087E 2/13/2019	10.5.0000.2520.319.01.0000 Professional Services	\$12.00
					Check #: 0	

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1210

02/19/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$12.00</u>
						Vendor Total: <u>\$12.00</u>
Purchase Power						
Check Group:						
Postage Meter Supplies - 61 3-8 UNTD/STND TAPE 150PK		1 0		0557-3121xFEB1 9 2/3/2019	10.5.0000.2630.410.01.0000 General Supplies	\$85.73
Postage Meter Supplies - 793-5 DM100I RED INK CART 1B		2 0		0557-3121xFEB1 9 2/3/2019	10.5.0000.2630.410.01.0000 General Supplies	\$220.45
Postage Meter Rental - February 2019		1 0		0557-3121xFEB1 9 2/3/2019	10.5.0000.2630.410.01.0000 General Supplies	\$236.10
Check #: 0						
						PO/InvoiceTotal: <u>\$542.28</u>
						Vendor Total: <u>\$542.28</u>
Raptor Technologies, LLC						
Check Group:						
One (1) year Annual Software Access Fee (per location). Renewal fee is due on the anniversary month of purchase. Raptor Alert Monitoring service and technical support is included		4	190775	104681 2/12/2019	20.5.0000.2542.553.01.0000 Capital Expenditures	\$2,160.00
ID Scanner for state issued ID cards 2 year warranty		4	190775	104681 2/12/2019	20.5.0000.2542.553.01.0000 Capital Expenditures	\$1,980.00
One-time fee for rovisioning and activating database storage (per location)		4	190775	104681 2/12/2019	20.5.0000.2542.553.01.0000 Capital Expenditures	\$1,400.00
Remote Web and phone based installation and training (per location)		4	190775	104681 2/12/2019	20.5.0000.2542.553.01.0000 Capital Expenditures	\$500.00
Required on all orders		4	190775	104681 2/12/2019	20.5.0000.2542.553.01.0000 Capital Expenditures	\$104.00
Check #: 0						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1210

02/19/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$6,144.00
						Vendor Total: \$6,144.00
Reserve Account	00750					
Check Group:						
Postage Meter Refill - January 10, 2019		1 0		44293041x219 1/10/2019	10.5.0000.2630.342.01.0000 Postage	\$2,000.00
					Check #: 0	
						PO/InvoiceTotal: \$2,000.00
						Vendor Total: \$2,000.00
Scariano Himes & Petrarca	01221					
Check Group:						
Professional Services Rendered through 01/3/19		1 0		41642 2/1/2019	10.5.0000.2369.318.01.0000 Legal Services	\$2,499.00
Cost Allowance		1 0		41642 2/1/2019	10.5.0000.2369.318.01.0000 Legal Services	\$124.95
					Check #: 0	
						PO/InvoiceTotal: \$2,623.95
						Vendor Total: \$2,623.95
Sullivan, Carly						
Check Group:						
Lodging -C. Sullivan/A Hirsh - Talking AAC Conference - 11/28-11/29		1 0		REIMB.Travel.111 8CS 12/4/2018	10.5.0000.2159.332.01.0000 Assistive Tech Travel Expenses/Mileage	\$280.24
Transportation - C Sullivan/A Hirsh - Talking AAC Conference 11/28, 11/30		1 0		REIMB.Travel.111 8CS 12/4/2018	10.5.0000.2159.332.01.0000 Assistive Tech Travel Expenses/Mileage	\$281.22
Meals - C Sullivan - Talking AAC Conference - 11/28-11/30		1 0		REIMB.Travel.111 8CS 12/4/2018	10.5.0000.2159.332.01.0000 Assistive Tech Travel Expenses/Mileage	\$58.22
					Check #: 0	
						PO/InvoiceTotal: \$619.68

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1210 02/19/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						Vendor Total: \$619.68
Sunbelt Staffing, LLC						
Check Group:						
Long Term Maternity Leave Sub for S. Craig - Week ending 02/02/19		14.25 0		10271642 2/3/2019	10.5.0000.2140.319.01.0000 Pysch Extra Time	\$1,225.50
						Check #: 0
						PO/InvoiceTotal: \$1,225.50
						Vendor Total: \$1,225.50
The Center	01192					
Check Group:						
Bilingual/ESL.Foreign Language Job Fair 3/9/2019		1 0		JobFair.2019CV 2/14/2019	10.5.0000.2210.312.01.0000 Professional Development	\$285.00
						Check #: 0
						PO/InvoiceTotal: \$285.00
						Vendor Total: \$285.00
The Cove School, Inc						
Check Group:						
Private Tuition - AC - January 2019		14 0		SD23-0119 1/31/2019	10.5.0000.1912.673.01.0000 Private Tuition	\$3,671.64
						Check #: 0
						PO/InvoiceTotal: \$3,671.64
						Vendor Total: \$3,671.64
Timothy Haefke						
Check Group:						
MAC - Referee - Wrestling - 2/12/19		1 0		REF.Wrestling,2/1 2TH 2/12/2019	10.5.0000.1503.319.04.0000 Professional Services	\$90.00
						Check #: 0
						PO/InvoiceTotal: \$90.00
						Vendor Total: \$90.00

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1210

02/19/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Timothy J. Slavin						
Check Group:						
25% of total fees (\$8055.66) for Professional evaluative and transformative mediation services involving the unfiled Cook County, IL matter of PHSD 23, Studio GC, CM Engineering and 2010 Engineering		1	0	1756	10.5.0000.2369.318.01.0000	\$2,013.91
				2/11/2019	Legal Services	
					Check #: 0	
					PO/InvoiceTotal:	\$2,013.91
					Vendor Total:	\$2,013.91
U. S. School Supply						
	81026					
Check Group:						
Gym Shoe Erasers		2	190751	390101A 2/5/2019	10.5.0000.1116.410.05.0000 PE Instructional Supplies/Equipment (Eisenhower)	\$32.55
					Check #: 0	
					PO/InvoiceTotal:	\$32.55
					Vendor Total:	\$32.55
Walsh, Patricia C.						
Check Group:						
Renew NBCOT license and maintain OTR certification and access professional development - Patricia C Walsh		1	0	Lic.Renew.PCW2 019 2/11/2019	10.5.0000.2130.640.01.0000 OT Dues & Fees	\$65.00
					Check #: 0	
					PO/InvoiceTotal:	\$65.00
					Vendor Total:	\$65.00
Warehouse Direct						
	80219					
Check Group:						
SULL - Nestle Hot Cocoa - T Meziere		7	0	4185045-0 2/6/2019	10.5.0000.2410.490.02.0000 Sullivan Principal Staff/Student Food Account	\$91.00
					Check #: 0	
					PO/InvoiceTotal:	\$91.00

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1210 02/19/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$91.00
WOW Business	81068					
Check Group:						
Monthly Internet Charges - Ike - February 2019		1	0	01404713x219 1/31/2019	10.5.0000.2630.341.01.0000 Telephone/Network	\$400.00
Check #: 0						
PO/InvoiceTotal:						\$400.00
Vendor Total:						\$400.00
Grand Total:						\$29,688.50

End of Report

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1211 02/19/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Graham C Stores Company	00413					
Check Group:						
Diesel Fuel for Buses - Payment 3 of 4 - through 02/07/19		1 0		INV-115816 2/7/2019	40.5.0000.2551.464.01.0000 Gasoline	\$19,412.25
					Check #: 0	
						PO/InvoiceTotal: <u>\$19,412.25</u>
						Vendor Total: <u>\$19,412.25</u>
						Grand Total: <u>\$19,412.25</u>

End of Report

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1212

02/26/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BMO Harris MasterCard						
Check Group:						
BMO Harris MC - Nino S Pizzeria - Lambatos, Lucas		1 0		705474-1902 2/26/2019	10.5.0000.2410.490.05.0000 Eisenhower Principal Staff/Student Food Account	\$402.00
BMO Harris MC - Itprotv - Stavropoulos, Maria		1 0		705474-1902 2/26/2019	10.5.0000.2225.312.01.0000 Professional Development	\$285.00
BMO Harris MC - Board Of Trustees Illinois Sta - Curtis, Craig		1 0		705474-1902 2/26/2019	10.5.0000.1110.312.03.0000 Elem Staff Professional Development (Ross)	\$228.00
BMO Harris MC - North Cook Isc - Lambatos, Lucas		1 0		705474-1902 2/26/2019	10.5.0000.2410.640.05.0000 Principal Dues & Fees	\$200.00
BMO Harris MC - Meijer - Zaher, Amy		1 0		705474-1902 2/26/2019	10.5.0000.2210.410.01.0000 General Supplies	\$130.54
BMO Harris MC - Myintent Project Llc - Meziere, Traci		1 0		705474-1902 2/26/2019	10.5.0000.2410.490.02.0000 Sullivan Principal Staff/Student Food Account	\$115.00
BMO Harris MC - Tony S Fresh Marke - Lynn, Samantha		1 0		705474-1902 2/26/2019	10.5.0000.1412.410.04.0000 Classroom Supplies	\$95.59
BMO Harris MC - Tony S Fresh Marke - Lynn, Samantha		1 0		705474-1902 2/26/2019	10.5.0000.1412.410.04.0000 Classroom Supplies	\$75.29
BMO Harris MC - Houghton Mifflin Harcourt Publ - Alms, Christopher		1 0		705474-1902 2/26/2019	10.5.0000.2410.410.04.0000 Principal Supplies Account	\$66.50
BMO Harris MC - Tony S Fresh Marke - Lynn, Samantha		1 0		705474-1902 2/26/2019	10.5.0000.1412.410.04.0000 Classroom Supplies	\$64.35
BMO Harris MC - Sa Investments Llc - Angelaccio, Donald		1 0		705474-1902 2/26/2019	10.5.0000.2310.490.01.0000 BOE Food/Meals	\$46.19
BMO Harris MC - Roundy S Supermarkets, Inc. - Curtis, Craig		1 0		705474-1902 2/26/2019	10.5.0000.1110.410.03.0000 Classroom/Instructional Supplies (Ross)	\$33.83
BMO Harris MC - Anusha Interntaional, In - Nystrom, Camron		1 0		705474-1902 2/26/2019	10.5.0000.2410.490.04.0000 Mac Arthur Principal Staff/Student Food Account	\$31.71

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1212

02/26/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BMO Harris MC - Palatine Donuts Inc - Alms, Christopher		1	0	705474-1902 2/26/2019	10.5.0000.2410.490.04.0000 Mac Arthur Principal Staff/Student Food Account	\$30.47
BMO Harris MC - Paypal - Alms, Christopher		1	0	705474-1902 2/26/2019	10.5.0000.1503.640.04.0000 Interscholastic Sports Dues & Fees	\$25.00
BMO Harris MC - Tony S Fresh Marke - Akhteebo, Megan		1	0	705474-1902 2/26/2019	10.5.0000.1205.410.01.1200 SPED Instructional Supplies	\$21.95
BMO Harris MC - Sa Investments Llc - Nystrom, Camron		1	0	705474-1902 2/26/2019	10.5.0000.2410.490.04.0000 Mac Arthur Principal Staff/Student Food Account	\$18.74
BMO Harris MC - New Albertsons Inc - Mariconda, Melissa		1	0	705474-1902 2/26/2019	10.5.0000.1205.410.01.1200 SPED Instructional Supplies	\$16.96
BMO Harris MC - Tony S Fresh Marke - Akhteebo, Megan		1	0	705474-1902 2/26/2019	10.5.0000.1205.410.01.1200 SPED Instructional Supplies	\$16.05
BMO Harris MC - Tony S Fresh Marke - Rominski, Brian		1	0	705474-1902 2/26/2019	10.5.0000.2321.490.01.0000 Central Office Food/Meals	\$9.74
BMO Harris MC - Aldi Oak Creek Divisio - Akhteebo, Megan		1	0	705474-1902 2/26/2019	10.5.0000.1205.410.01.1200 SPED Instructional Supplies	\$9.05
BMO Harris MC - Aldi Oak Creek Divisio - Akhteebo, Megan		1	0	705474-1902 2/26/2019	10.5.0000.1205.410.01.1200 SPED Instructional Supplies	\$8.31
BMO Harris MC - Roundy S Supermarkets, Inc. - Curtis, Craig		1	0	705474-1902 2/26/2019	10.5.0000.1110.410.03.0000 Classroom/Instructional Supplies (Ross)	\$7.96
BMO Harris MC - Aldi Oak Creek Divisio - Akhteebo, Megan		1	0	705474-1902 2/26/2019	10.5.0000.1205.410.01.1200 SPED Instructional Supplies	\$7.27
BMO Harris MC - Tony S Fresh Marke - Lynn, Samantha		1	0	705474-1902 2/26/2019	10.5.0000.1412.410.04.0000 Classroom Supplies	\$6.98
BMO Harris MC - Tony S Fresh Marke - Lynn, Samantha		1	0	705474-1902 2/26/2019	10.5.0000.1412.410.04.0000 Classroom Supplies	\$6.47
BMO Harris MC - Eventbrite Inc. - Alms, Christopher		1	0	705474-1902 2/26/2019	10.5.0000.1120.312.04.0000 Middle School Staff Professional Development (Mac)	(\$271.39)

Check #: 0

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1212

02/26/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$1,687.56
						Vendor Total: \$1,687.56
						Grand Total: \$1,687.56

End of Report

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1213

02/26/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Arlington Heights School District 25	71838					
Check Group:						
Catering - Admin - Institute Day - Ordered by: Michelle O'Donnell		1 0		FOOD.Feb2019 2/19/2019	10.5.0000.2210.410.01.0000 General Supplies	\$62.68
Catering - Admin -Board Room - Ordered by: Michelle O'Donnell		1 0		FOOD.Feb2019 2/19/2019	10.5.0000.2310.490.01.0000 BOE Food/Meals	\$71.46
Catering - Sullivan -Table Wiper Party - Ordered by: Meredith Zawacki		1 0		FOOD.Feb2019 2/19/2019	10.5.0000.2560.410.02.0000 D25 Food Service	\$45.54
Catering - MAC - Sack Lunches 7FT - Ordered by: Kristen Bearwald		1 0		FOOD.Feb2019 2/19/2019	10.5.0000.2560.410.04.0000 D25 Food Service	\$17.40
Catering - MAC - Exito Club - Ordered by: Denise Valladeres		1 0		FOOD.Feb2019 2/19/2019	10.5.0000.2410.490.04.0000 Mac Arthur Principal Staff/Student Food Account	\$10.55
FACS - Ordered by: Samantha Lynn		1 0		FOOD.Feb2019 2/19/2019	10.5.0000.1412.410.04.0000 Classroom Supplies	\$92.29
EDP		1 0		FOOD.Feb2019 2/19/2019	10.5.0000.3500.315.01.0000 EDP Snack and Food (D25)	\$2,675.40
Catering - ECDEC - Ordered by: Melanie Clausen - BILL ECDEC and refund acct		1 0		FOOD.Feb2019 2/19/2019	10.5.0000.2560.315.01.0000 Contracted Food Service	\$15.43
Contract		1 0		FOOD.Feb2019 2/19/2019	10.5.0000.2560.315.01.0000 Contracted Food Service	\$34,875.20

Check #: 0

PO/InvoiceTotal: \$37,865.95

Vendor Total: \$37,865.95

Constellation NewEnergy, Inc. 80148

Check Group:

Monthly Electric Charges - MAIN - 1/14/19 - 2/13/19		1 0		7287540-1x219 2/14/2019	20.5.0000.2542.466.01.0000 Electricity	\$15,054.44
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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1213

02/26/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Monthly Electric Charges - IKE - 1/10/19 - 2/11/19		1	0	7287540-2x219 2/13/2019	20.5.0000.2542.466.01.0000 Electricity	\$2,933.30
					Check #: 0	
						PO/InvoiceTotal: <u>\$17,987.74</u>
						Vendor Total: <u>\$17,987.74</u>
Milieu Design LLC	80225					
Check Group:						
IKE SNOW REMOVAL & SALTING SERVICES FOR 1/17,1/19,1/20,1/23,1/24		1	190785	135556 1/28/2019	20.5.0000.2543.319.01.0000 Contracted Services	\$3,257.00
IKE SNOW REMOVAL & SALTING SERVICES FOR 2/1, 2/2, 2/6		1	190785	135557 1/28/2019	20.5.0000.2543.319.01.0000 Contracted Services	\$2,550.00
IKE SNOW REMOVAL & SALTING SERVICES FOR 1/28, TRACTOR WORK		1	190785	135558 1/31/2019	20.5.0000.2543.319.01.0000 Contracted Services	\$2,160.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$7,967.00</u>
Check Group:						
MAIN CAMPUS SNOW REMOVAL & SALTING SERVICES FOR 1/18 & 1/19		1	190786	135554 1/28/2019	20.5.0000.2543.319.01.0000 Contracted Services	\$1,810.00
MAIN CAMPUS SNOW REMOVAL & SALTING SERVICES FOR 1/28		1	190786	135555 1/31/2019	20.5.0000.2543.319.01.0000 Contracted Services	\$1,445.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$3,255.00</u>
Check Group:						
MAIN CAMPUS - SNOW REMOVAL & SALTING SERVICES FOR 1/17, 1/20, 1/22, 1/23, 1,24		1	190787	135553 1/28/2019	20.5.0000.2543.319.01.0000 Contracted Services	\$3,265.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$3,265.00</u>

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1213

02/26/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
MAIN CAMPUS SNOW REMOVAL & SALTING SERVICES FOR 2/8, 2/10, 2/12, 2/13		1	190788	135566 2/15/2019	20.5.0000.2543.319.01.0000 Contracted Services	\$2,280.00
IKE - SNOW REMOVAL & SALTING SERVICES FOR 2/8, 2/10,2/12,2/13		1	190788	135567 2/15/2019	20.5.0000.2543.319.01.0000 Contracted Services	\$2,270.00

Check #: 0

PO/Invoice Total:	\$4,550.00
Vendor Total:	\$19,037.00
Grand Total:	\$74,890.69

End of Report

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1214

02/26/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Accurate Document Destruction Inc.	05314					
Check Group:						
JANUARY DOCUMENT SHREDDING CHARGES		1	190798	15645954 1/31/2019	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$207.81
Check #: 0						
PO/InvoiceTotal:						\$207.81
Vendor Total:						\$207.81
Amazon.com Corporate Credit Line						
Check Group:						
1" x 2" Magnetic Lables White Board Accents 30 Labels 5 Colors (Amazon PO M.DeBartolo)		3	0	646658436793 1/14/2019	10.5.0000.2520.410.01.0000 General Supplies	\$21.87
Return and Refund for Amazon INV#646658436793		3	0	986377864953 2/1/2019	10.5.0000.2520.410.01.0000 General Supplies	(\$21.87)
Check #: 0						
PO/InvoiceTotal:						\$0.00
Check Group:						
GOLDEN APPLE, 9oz. Clear Plastic Cups with no Holes Dome lids (30 Sets)		6	190664	469977554375 2/19/2019	10.5.0000.1110.410.03.0000 Classroom/Instructional Supplies (Ross)	\$56.76
Hand Squeeze Whistle		1	190664	469977554375 2/19/2019	10.5.0000.1110.410.03.0000 Classroom/Instructional Supplies (Ross)	\$12.09
Hipat Whistle, 12 Packs Sports Whistles with Lanyard, Loud Crisp Sound Whistle Bulk Ideal for Coaches, Referees, and Officials		1	190664	469977554375 2/19/2019	10.5.0000.2410.410.03.0000 Principal Supplies Account	\$9.99
BSN Compact Ball Locker		1	190664	469977554375 2/19/2019	10.5.0000.2410.410.03.0000 Principal Supplies Account	\$131.99
Champion Sports Scoop Ball Set: Classic Outdoor Lawn Party & Kids Game in 6 Assorted Colors		2	190664	469977554375 2/19/2019	10.5.0000.1110.410.03.0000 Classroom/Instructional Supplies (Ross)	\$37.98
US Games Hoop Storage Bag, 36"		1	190664	469977554375 2/19/2019	10.5.0000.1110.410.03.0000 Classroom/Instructional Supplies (Ross)	\$26.82

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1214

02/26/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
MacGregor Multicolor Basketballs (Set of 6) - Intermediate Size (28.5")		2	190664	469977554375 2/19/2019	10.5.0000.1110.410.03.0000 Classroom/Instructional Supplies (Ross)	\$85.20
Crazy Loop Straws, (Pack of 50) Homono Crazy Silly Colorful Reusable Drinking Straws Mega Pack BPA and PFOA Free		6	190664	469977554375 2/19/2019	10.5.0000.2410.410.03.0000 Principal Supplies Account	\$77.94
Check #: 0						
PO/InvoiceTotal:						\$438.77
Check Group: 100 Pack Gel Pens		2	190690	953398997867 1/13/2019	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$33.98
Check #: 0						
PO/InvoiceTotal:						\$33.98
Check Group: 12 Pack Elkay Water Sentry Plus Filters		1	190691	465758569694 1/12/2019	20.5.0000.2542.410.01.0000 Materials & Supplies	\$692.96
Check #: 0						
PO/InvoiceTotal:						\$692.96
Check Group: Logitech MK345 Wireless Combo – Full-sized Keyboard with Palm Rest and Comfortable Right-Handed Mouse		1	190704	889456746833 1/12/2019	10.5.0000.2321.410.01.0000 General Supplies	\$24.98
Check #: 0						
PO/InvoiceTotal:						\$24.98
Check Group: Ultimate Nylon Badge Holder with Pen Loop Key Ring and Heavy Duty Lanyard, by Specialist ID (Black)		2	190711	744774344533 1/17/2019	10.5.0000.1122.410.04.0000 Classroom Supplies - 7th	\$15.98
Check #: 0						
PO/InvoiceTotal:						\$15.98
Check Group:						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1214

02/26/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Pop-up Post-its watercolor 6/pack		1	190712	943674764987 1/16/2019	10.5.0000.1110.410.01.0000 Classroom/Instructional Supplies (District)	\$9.95
Adorox Set of 6 Standard Size Clipboards Clear Colorful Transparent Mix Assorted Colors (Multicolored 6 Pack)		2	190712	943674764987 1/16/2019	10.5.0000.1110.410.01.0000 Classroom/Instructional Supplies (District)	\$25.98
Check #: 0						
PO/InvoiceTotal:						\$35.93
Check Group:						
Expo vis-a-vi Wet erase markers 8 pk		5	190719	587573997989 1/22/2019	10.5.0000.1205.410.01.0000 LBS Classroom Supplies	\$48.00
1" blue painters tape 6 rolls/pk		1	190719	876745594986 1/22/2019	10.5.0000.1205.410.01.0000 LBS Classroom Supplies	\$19.99
Ziploc big bags 5/box 1ftx3"		1	190719	876745594986 1/22/2019	10.5.0000.1205.410.01.0000 LBS Classroom Supplies	\$6.69
Check #: 0						
PO/InvoiceTotal:						\$74.68
Check Group:						
TheraBand Resistance Band-Green Heavy		2	190721	548459985385 1/24/2019	10.5.0000.2130.410.01.0000 Materials & Supplies - OT	\$25.14
TheraBand Resistance Band-Red Medium		2	190721	548459985385 1/24/2019	10.5.0000.2130.410.01.0000 Materials & Supplies - OT	\$36.54
CanDo Vestibular Sitting Wedge, Small 10"		4	190721	548459985385 1/24/2019	10.5.0000.2130.410.01.0000 Materials & Supplies - OT	\$78.56
Check #: 0						
PO/InvoiceTotal:						\$140.24
Check Group:						
https://www.amazon.com/MoreFiesta-Multicolored-Paper-Confetti-12oz/dp/B079WN1782/ref=sr_1_4?ie=UTF8&qid=1547591608&sr=8-4&keywords=multi+colored+confetti+paper+small		1	190722	433537858888 1/24/2019	10.5.0000.2410.410.04.0000 Principal Supplies Account	\$9.80

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1214

02/26/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
https://www.amazon.com/Birthday-Confetti-Letters-Scatters-Decorations/dp/B078TF4BSQ/ref=sr_1_3?ie=UTF8&qid=1547591685&sr=8-3&keywords=happy%2Bbirthday%2Bconfetti%2Bfor%2Btable&th=1		1	190722	433537858888	10.5.0000.2410.410.04.0000	\$5.39
				1/24/2019	Principal Supplies Account	
https://www.amazon.com/Birthday-Greeting-Handwritten-Assortment-Envelopes/dp/B01N68DJ8M/ref=sr_1_3?ie=UTF8&qid=1547591718&sr=8-3&keywords=happy+birthday+cards+bulk		1	190722	433537858888	10.5.0000.2410.410.04.0000	\$12.99
				1/24/2019	Principal Supplies Account	
					Check #: 0	
					PO/InvoiceTotal:	\$28.18
Check Group:						
12-Chess Boards and Pieces		1	190723	435886854586	10.5.0000.1120.410.04.0000	\$149.99
				1/23/2019	General Supplies	
					Check #: 0	
					PO/InvoiceTotal:	\$149.99
Check Group:						
Vtin Headset with Microphone, USB Headset/ 3.5mm Computer Headphone Headset Noise Cancelling and Hands-Free with Mic, Stereo On-Ear Wired Business Headset for Skype, Call Center, PC, Phone, Mac		1	190724	445669354434	10.5.0000.2410.410.03.0000	\$19.99
				1/23/2019	Principal Supplies Account	
					Check #: 0	
					PO/InvoiceTotal:	\$19.99
Check Group:						
MasterVision Magnetic Data Card Holders, 3 x 1-3/4 Inches, Black, Pack of 10 Holders		25	190728	449898879793	10.5.0000.2520.410.01.0000	\$257.25
				1/25/2019	General Supplies	
					Check #: 0	
					PO/InvoiceTotal:	\$257.25
Check Group:						
Canon MP25DV-3 Printing Calculator		1	190729	743976869543	10.5.0000.1110.410.01.0000	\$87.90
				1/27/2019	Classroom/Instructional Supplies (District)	

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1214

02/26/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
PO/InvoiceTotal:						\$87.90
Check Group:						
Luxor 96"Wx40"H Double Sided Mobile Magnetic Whiteboard		1	190734	946683537954 1/14/2019	10.5.0000.2520.410.01.0000 General Supplies	\$321.00
Check #: 0						
PO/InvoiceTotal:						\$321.00
Vendor Total:						\$2,321.83
Anderson Pest Solutions						
Check Group:						
February Pest Management Services		1	190802	5083840 2/21/2019	20.5.0000.2542.319.01.0000 Professional Services	\$220.37
Check #: 0						
PO/InvoiceTotal:						\$220.37
Vendor Total:						\$220.37
Authorized Food Equip Services-V Graham						
Check Group:						
SERVICE CALL TO TROUBLE SHOOT LEAKING STEAMER TABLE, MAC KITCHEN		1	190801	2327 2/7/2019	20.5.0000.2544.319.01.0000 Equipment Repairs	\$160.00
Check #: 0						
PO/InvoiceTotal:						\$160.00
Vendor Total:						\$160.00
Blue Lion Systems, Inc						
Check Group:						
Business Office monthly cloud based video surveillance		1	190804	316570 1/1/2019	20.5.0000.2542.316.01.0000 Contracted Software/Websites	\$14.99
Check #: 0						
PO/InvoiceTotal:						\$14.99
Vendor Total:						\$14.99

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1214

02/26/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Citi Cards						
Check Group:						
Citi Cards - COSTCO - Board Room Supplies - M. DeBartolo		1 0		4145x0219 2/12/2019	10.5.0000.2321.490.01.0000 Central Office Food/Meals	\$77.90
Citi Cards - ParkWhiz - Bond Sale Price Meeting - M. DeBartolo		1 0		4145x0219 2/12/2019	10.5.0000.2520.332.01.0000 Travel Expense	\$14.00
Citi Cards -Arlington Heights Ford - Blower Motor on Truck - M. DeBartolo		1 0		4145x0219 2/12/2019	20.5.0000.2545.323.01.0000 Repair & Maintenance	\$213.62
Citi Cards - FED EX - Bond Docuents sent to Chapman & Cutler - M. DeBartolo		1 0		4145x0219 2/12/2019	10.5.0000.2630.342.01.0000 Postage	\$36.65
					Check #: 0	
					PO/InvoiceTotal:	\$342.17
					Vendor Total:	\$342.17
Dick Blick	01552					
Check Group:						
blacktop black paint 16 oz		2	190755	1113024 2/15/2019	10.5.0000.2410.410.04.0000 Principal Supplies Account	\$12.66
stop red paint 16 oz		2	190755	1113024 2/15/2019	10.5.0000.2410.410.04.0000 Principal Supplies Account	\$15.40
ice blue paint 16 oz		2	190755	1113024 2/15/2019	10.5.0000.2410.410.04.0000 Principal Supplies Account	\$15.40
Scorched yellow		2	190755	1113024 2/15/2019	10.5.0000.2410.410.04.0000 Principal Supplies Account	\$15.40
Slime green paint 16 oz		2	190755	1113024 2/15/2019	10.5.0000.2410.410.04.0000 Principal Supplies Account	\$12.66
pucker purple paint 16 oz		2	190755	1113024 2/15/2019	10.5.0000.2410.410.04.0000 Principal Supplies Account	\$15.40
polar white		2	190755	1113024 2/15/2019	10.5.0000.2410.410.04.0000 Principal Supplies Account	\$15.40

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1214

02/26/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
glam rock gold paint 16 oz		2	190755	1113024 2/15/2019	10.5.0000.2410.410.04.0000 Principal Supplies Account	\$17.98
Rock star silver paint 16 oz		2	190755	1113024 2/15/2019	10.5.0000.2410.410.04.0000 Principal Supplies Account	\$15.40
Check #: 0						
PO/InvoiceTotal:						\$135.70
Vendor Total:						\$135.70
Fesl, Joan						
Check Group:						
MAC - Referee for Volleyball game 2/14/19		1	0	MAC.Ref.VB.JF21 4 2/19/2019	10.5.0000.1503.319.04.0000 Professional Services	\$70.00
Check #: 0						
PO/InvoiceTotal:						\$70.00
Vendor Total:						\$70.00
First Point Mechanical Services, LLC						
Check Group:						
SERVICE CALL TO TROUBLE SHOOT CLIMATE MASTER UNIT 303.2 , WITH HONEYWELL SUPPORT		1	190800	W26941 2/8/2019	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$700.00
Check #: 0						
PO/InvoiceTotal:						\$700.00
Vendor Total:						\$700.00
Gopher Sport						
Check Group:						
All around goal		2	190720	9556214 1/23/2019	10.5.0000.1116.410.03.0000 PE Instructional Supplies/Equipment (Ross)	\$372.06
Check #: 0						
PO/InvoiceTotal:						\$372.06
Vendor Total:						\$372.06

Illinois ASBO

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1214

02/26/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
IASBO Membership Fee to join the Support Professionals Program - D. Macek		1	190781	295820 2/14/2019	10.5.0000.2520.312.01.0000 Professional Development	\$75.00
Check #: 0						
PO/InvoiceTotal:						\$75.00
Vendor Total:						\$75.00
Kwiecinski, Rick						
Check Group:						
MAC - Referee Volleyball 2/13/19		1	0	MAC.RefVBRK21 3 2/19/2019	10.5.0000.1503.319.04.0000 Professional Services	\$70.00
Check #: 0						
PO/InvoiceTotal:						\$70.00
Vendor Total:						\$70.00
Lakeshore Recycling System						
80968						
Check Group:						
Recycle - IKE - Nov 25 2018		1	190803	4047811 11/25/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$247.47
Recycle - MAC - Nov 25 2018		1	190803	4047811 11/25/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$889.45
Recycle - ROSS - Nov 25 2018		1	190803	4047811 11/25/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$32.60
Recycle - SULL - Nov 25 2018		1	190803	4047811 11/25/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$385.97
Check #: 0						
PO/InvoiceTotal:						\$1,555.49
Vendor Total:						\$1,555.49
Lee, Eric						
Check Group:						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1214

02/26/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Refund lunch money - C Lee - transferred out		1	0	Refunc.Lunch.EL2 19 2/21/2019	10.4.1611.0000.000.00.0000 Food Service Sales to Pupils	\$13.05
Refund lunch money - R Lee - transferred out		1	0	Refunc.Lunch.EL2 19 2/21/2019	10.4.1611.0000.000.00.0000 Food Service Sales to Pupils	\$33.35
Check #: 0						
PO/InvoiceTotal:						\$46.40
Vendor Total:						\$46.40
M1E2 Inc, DBA Instant Imprints of IL						
Check Group:						
MAC - MAC Pride student reward sunglasses		1	0	MAC.SW.SGVH 2/19/2019	10.5.0000.2410.410.04.0000 Principal Supplies Account	\$727.60
Discount for promotional products		1	0	MAC.SW.SGVH 2/19/2019	10.5.0000.2410.410.04.0000 Principal Supplies Account	(\$55.00)
Check #: 0						
PO/InvoiceTotal:						\$672.60
Vendor Total:						\$672.60
Midwest Principals Center	05641					
Check Group:						
Leading Student-Centered Coaching (3-TIS)		3	190604	4886 2/20/2019	10.5.0000.2225.312.01.0000 Professional Development	\$600.00
Leading Student-Centered Coaching (AA-Credit)		1	190604	4886 2/20/2019	10.5.0000.2225.312.01.1111 Tech Director Professional Development	\$200.00
Check #: 0						
PO/InvoiceTotal:						\$800.00
Vendor Total:						\$800.00
North Cook IPA						
Check Group:						
Student Recognition Breakfast - Cam Nystrom		1	0	MAC.Tickets.Brkfs t 2/21/2019	10.5.0000.2410.490.04.0000 Mac Arthur Principal Staff/Student Food Account	\$25.00

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1214

02/26/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Student Recognition Breakfast - Chris Alms		1	0	MAC.Tickets.Brkfst 2/21/2019	10.5.0000.2410.490.04.0000 Mac Arthur Principal Staff/Student Food Account	\$25.00
Student Recognition Breakfast - Lauren Ruan		1	0	MAC.Tickets.Brkfst 2/21/2019	10.5.0000.2410.490.04.0000 Mac Arthur Principal Staff/Student Food Account	\$25.00
Student Recognition Breakfast - Juston Anton		1	0	MAC.Tickets.Brkfst 2/21/2019	10.5.0000.2410.490.04.0000 Mac Arthur Principal Staff/Student Food Account	\$25.00
Check #: 0						
PO/InvoiceTotal:						\$100.00
Vendor Total:						\$100.00
Oriental Trading Company						
Check Group:						
Color Your Own Kite Signs		3	190777	694870138-01 2/15/2019	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$28.86
Check #: 0						
PO/InvoiceTotal:						\$28.86
Vendor Total:						\$28.86
Performance Chemical & Supply						
Check Group:						
MAC - FEB CUSTODIAL SUPPLIES		1	190799	229849 2/1/2019	20.5.0000.2542.410.01.0000 Materials & Supplies	\$28.16
SULLIVAN - FEB CUSTODIAL SUPPLIES		1	190799	229923 2/13/2019	20.5.0000.2542.410.01.0000 Materials & Supplies	\$116.58
Check #: 0						
PO/InvoiceTotal:						\$144.74
Vendor Total:						\$144.74
Quinlan & Fabish Music						
Check Group:						
Recorders - Sullivan	00867	22	190776	11052605 2/15/2019	10.5.0000.1115.413.02.0000 Sullivan Recorders (General Music)	\$141.90

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1214

02/26/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Recorders - Ross		128	190776	11052605 2/15/2019	10.5.0000.1115.413.03.0000 Ross Recorders (General Music)	\$825.60
Check #: 0						
PO/InvoiceTotal:						\$967.50
Vendor Total:						\$967.50
School Health Corporation						
Check Group:						
School Health Powder Free Exam Gloves - Large		20	190754	3559176-00 2/22/2019	10.5.0000.2134.410.01.0000 General Supplies - Nurse	\$194.74
School Health Powder Free Exam Gloves - Medium		20	190754	3559176-00 2/22/2019	10.5.0000.2134.410.01.0000 General Supplies - Nurse	\$194.74
Check #: 0						
PO/InvoiceTotal:						\$389.48
Vendor Total:						\$389.48
The Center	01192					
Check Group:						
Workshop - 2/13/19 - Culturally Responsive Teaching with a Focus on Writing - A Zaher		1	190718	28929 2/14/2019	10.5.0000.1120.319.04.1003 SIG Consultant Services	\$2,500.00
Check #: 0						
PO/InvoiceTotal:						\$2,500.00
Vendor Total:						\$2,500.00
Warehouse Direct	80219					
Check Group:						
IKE - FEB CUSTODIAL SUPPLIES		1	190784	4186400-0 2/6/2019	20.5.0000.2542.410.01.0000 Materials & Supplies	\$102.56
SULL - FEB CUSTODIAL SUPPLIES		1	190784	4191727-0 2/12/2019	20.5.0000.2542.410.01.0000 Materials & Supplies	\$143.64
ICE MELT - 1 SKID		1	190784	4193065-0 2/15/2019	20.5.0000.2542.410.01.0000 Materials & Supplies	\$481.47
Check #: 0						

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1214

02/26/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$727.67</u>
						Vendor Total: <u>\$727.67</u>
WPS	81047					
Check Group:						
PDMS-2 Examiner Record Booklet		1	190778	WPS-251883 2/14/2019	10.5.0000.1205.415.01.0000 Testing Materials - Sp. Ed.	\$99.00
SPM-P Home AutoScore Print Form Pack of 25		1	190778	WPS-251883 2/14/2019	10.5.0000.1205.415.01.0000 Testing Materials - Sp. Ed.	\$64.90
						Check #: 0
						PO/InvoiceTotal: <u>\$163.90</u>
						Vendor Total: <u>\$163.90</u>
						Grand Total: <u>\$12,786.57</u>

End of Report

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1225

03/05/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
A & J Sewer Service						
Check Group:						
GREASE TRAP/SEWER SERVICE @ MAC		1	190764	56227 12/27/2018	20.5.0000.2542.319.01.0000 Professional Services	\$137.00
					Check #: 0	
					PO/InvoiceTotal:	\$137.00
					Vendor Total:	\$137.00
American Eagle Co. Inc.						
Check Group:						
Spanish Reader - Mi Propio Auto		14	190796	137599 2/21/2019	10.5.0000.1119.410.04.0000 Foreign Language Instructional Supplies (Mac)	\$104.27
Spanish Reader - Mi Propio Auto		6	190796	137599 2/21/2019	10.5.0000.1120.410.04.0000 General Supplies	\$44.69
					Check #: 0	
					PO/InvoiceTotal:	\$148.96
					Vendor Total:	\$148.96
AT & T						
Check Group:						
Monthly Phone Charges - Main - 1/17/19-2/16/19		1	0	R16-01121129x21 9 2/16/2019	10.5.0000.2630.341.01.0000 Telephone/Network	\$787.85
					Check #: 0	
Check Group: 2						
Monthly Phone Charges - Sullivan - 1/17/19 - 2/16/19		1	0	R16-17273039x21 9 2/16/2019	10.5.0000.2630.341.01.0000 Telephone/Network	\$892.54
					Check #: 0	
					PO/InvoiceTotal:	\$1,680.39
					Vendor Total:	\$1,680.39
AT & T Long Distance						
Check Group:						
01256						

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1225

03/05/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Monthly Long Distance Phone Charges		1	0	834687562x219 2/13/2019	10.5.0000.2630.341.01.0000 Telephone/Network	\$1,038.65
				Check #: 0		
					PO/InvoiceTotal:	\$1,038.65
					Vendor Total:	\$1,038.65
Beam, Bruce						
Check Group:						
MAC - Referee Wrestling 1/24/19 & 2/5/19		2	0	MAC.Ref.Wrst.12 425 3/1/2019	10.5.0000.1503.319.04.0000 Professional Services	\$180.00
				Check #: 0		
					PO/InvoiceTotal:	\$180.00
					Vendor Total:	\$180.00
CDW Computer Center	01060					
Check Group:						
Promethean projector bulbs PRM-45		4	190736	RDG7247 2/18/2019	10.5.0000.2225.410.01.0000 General Supplies	\$400.40
				Check #: 0		
					PO/InvoiceTotal:	\$400.40
					Vendor Total:	\$400.40
Fesl, Joan						
Check Group:						
Volleyball referee for May 9, 2019		1	190811	MAC.Ref.5919JF 2/27/2019	10.5.0000.1503.319.04.0000 Professional Services	\$70.00
				Check #: 0		
					PO/InvoiceTotal:	\$70.00
					Vendor Total:	\$70.00
First Student	00406					
Check Group:						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1225

03/05/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
MAC - Girls Volleyball - River Trails		1	0	091-C-066097 2/12/2019	40.5.0000.2551.335.04.0000 Interscholastic Trips	\$155.68
SpEd Transpo - Ross - We Rock The Spectrum		1	0	091-C-066128 2/19/2019	40.5.0000.2552.331.01.0000 Spec. Education Transportation	\$155.68
MAC - Girls Volleyball - Cooper		1	0	091-C-066132 2/20/2019	40.5.0000.2551.335.04.0000 Interscholastic Trips	\$155.68
SpEd Transpo - Ike - Dollar Tree & McDonalds		1	0	091-C-066134 2/20/2019	40.5.0000.2552.331.01.0000 Spec. Education Transportation	\$155.68
SpEd Transpo - Mac - We Rock The Spectrum		1	0	091-C-066137 2/21/2019	40.5.0000.2552.331.01.0000 Spec. Education Transportation	\$155.68
Check #: 0						
PO/InvoiceTotal:						\$778.40
Vendor Total:						\$778.40
65 Follett School Solutions, Inc						
Check Group:						
Sullivan book room order		1	190732	403741 2/19/2019	10.5.0000.1110.420.02.0000 Textbooks/Workbooks (Sullivan)	\$325.79
Check #: 0						
PO/InvoiceTotal:						\$325.79
Vendor Total:						\$325.79
Kwiecinski, Rick						
Check Group:						
Volleyball Referee for May 1. 2019		1	190807	MAC.Ref5119RK 2/27/2019	10.5.0000.1503.319.04.0000 Professional Services	\$70.00
Check #: 0						
PO/InvoiceTotal:						\$70.00
Vendor Total:						\$70.00
LamTech Laminating Solutions, Inc.	80929					
Check Group:						

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1225

03/05/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Laminator Repair		1	190808	4265 2/22/2019	10.5.0000.2222.323.04.0000 Repair Services	\$300.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$300.00</u>
						Vendor Total: <u>\$300.00</u>
MacArthur PTO	80745					
Check Group:						
MAC - Food for referees, coaches and staff for the wrestling conference on 2/16/19		1	0	MAC.WC.21619 2/28/2019	10.5.0000.2410.490.04.0000 Mac Arthur Principal Staff/Student Food Account	\$190.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$190.00</u>
						Vendor Total: <u>\$190.00</u>
McGuire, Michael P.						
Check Group:						
MAC - Volleyball Referee - 2/26/19		1	0	MAC.VBref.22619 2/27/2019	10.5.0000.1503.319.04.0000 Professional Services	\$70.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$70.00</u>
						Vendor Total: <u>\$70.00</u>
Nicor Gas						
Check Group:						
Monthly Gas Charges - Ross - 1/23/19 - 2/22/19		1	0	72741700008x21 9 2/25/2019	20.5.0000.2542.465.01.0000 Natural Gas	\$124.70
					Check #: 0	
						PO/InvoiceTotal: <u>\$124.70</u>
						Vendor Total: <u>\$124.70</u>
Ritter, Stephanie						
Check Group:						

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1225

03/05/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
MAC - Misc. Science Supplies - S Ritter		1	0	MAC.Science.SR 2/26/2019	10.5.0000.1112.410.04.0000 Science Supplies	\$20.56
Check #: 0						
PO/InvoiceTotal:						\$20.56
Vendor Total:						\$20.56
SASED-Midwest PBIS Network						
Check Group:						
February 2019 Training & Technical Assistance 1 day		1	190813	TTA1819057 2/19/2019	10.5.0000.2210.319.01.4400 TITLE IV Professional Development Contracted Servi	\$1,425.00
Check #: 0						
PO/InvoiceTotal:						\$1,425.00
Vendor Total:						\$1,425.00
Sunbelt Staffing, LLC						
Check Group:						
Maternity Leave Sbu for Sara Craig - Mary Kripner-Rosen - w/e 2/9/19		28.5	0	10288512 2/10/2019	10.5.0000.2140.319.01.0000 Pysch Extra Time	\$2,451.00
Maternity Leave Sub for Sara Craig - M. Kripner-Rosen - w/e 2/16/19		28.5	0	10304715 2/17/2019	10.5.0000.2140.319.01.0000 Pysch Extra Time	\$2,451.00
Long-Term Sub for Sara Craig - Mary Kripner-Rosen - w/e 2/23/19		29	0	10320343 2/24/2019	10.5.0000.2140.319.01.0000 Pysch Extra Time	\$2,494.00
Check #: 0						
PO/InvoiceTotal:						\$7,396.00
Vendor Total:						\$7,396.00
SuperFleet MasterCard Program						
Check Group:						
Monthly Gasoline Charges - 1/26/19 - 2/26/19		1	0	FB235x2/19 2/26/2019	20.5.0000.2545.464.01.0000 Gasoline - District Vehicles	\$295.16
Check #: 0						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1225

03/05/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$295.16</u>
						Vendor Total: <u>\$295.16</u>
True North Consultants, Inc						
Check Group:						
PIP Evaluatopn		1	190816	18-1249 12/28/2018	60.5.0000.2530.319.01.2002 Summer 2020 Asphalt Project	\$500.00
Soil Sampling Labor		5	190816	18-1249 12/28/2018	60.5.0000.2530.319.01.2002 Summer 2020 Asphalt Project	\$450.00
Sampling Equipment, Materials and Vehicle		1	190816	18-1249 12/28/2018	60.5.0000.2530.319.01.2002 Summer 2020 Asphalt Project	\$200.00
Discrete Soil Analytical - PNAs		2	190816	18-1249 12/28/2018	60.5.0000.2530.319.01.2002 Summer 2020 Asphalt Project	\$250.00
Discrete Soil Analytical - RCRA Materials		2	190816	18-1249 12/28/2018	60.5.0000.2530.319.01.2002 Summer 2020 Asphalt Project	\$170.00
Discrete Soil Analytical - pH		2	190816	18-1249 12/28/2018	60.5.0000.2530.319.01.2002 Summer 2020 Asphalt Project	\$30.00
Correspondence & Meetings		1	190816	18-1249 12/28/2018	60.5.0000.2530.319.01.2002 Summer 2020 Asphalt Project	\$125.00
Waste Characterization Disposal Analytical		1	190816	18-1249 12/28/2018	60.5.0000.2530.319.01.2002 Summer 2020 Asphalt Project	\$1,500.00
						Check #: 0
						PO/InvoiceTotal: <u>\$3,225.00</u>
						Vendor Total: <u>\$3,225.00</u>
Warehouse Direct						
80219						
Check Group:						
Sullivan - Classroom Supplies - K. Paeth		1	0	4204155-0 2/22/2019	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$65.01
Sullivan - Office Supplies - K. Caffero		1	0	4204156-0 2/22/2019	10.5.0000.1110.410.01.0000 Classroom/Instructional Supplies (District)	\$19.11
						Check #: 0

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1225

03/05/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$84.12</u>
						Vendor Total: <u>\$84.12</u>
Yager, Betsy						
Check Group:						
AISLE Membership Renewal - B Yager		1 0		SULL.Dues. BY2019 2/26/2019	10.5.0000.1110.640.02.0000 Building Staff Dues & Fees (Sullivan)	\$50.00
						PO/InvoiceTotal: <u>\$50.00</u>
						Vendor Total: <u>\$50.00</u>
						Grand Total: <u>\$18,010.13</u>

Check #: 0

End of Report

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1226

03/05/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
NSSEO	02336					
Check Group:						
Transportation Billing FY 18-19 Aug-Sept 2018 through November 2018		1 0		5242 2/22/2019	40.5.0000.4120.331.01.0000 Spec. Education Transportation	\$22,793.10
					Check #: 0	
PO/InvoiceTotal:						\$22,793.10
Vendor Total:						\$22,793.10
Grand Total:						\$22,793.10

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1227

03/12/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Alexian Brothers Behavioral Hospital	80528					
Check Group:						
In-Hospital Tutoring - FL - 1/22, 1/23, 1/30, 1/31		4 0		105862056 2/26/2019	10.5.0000.1205.314.01.0000 Contracted Sp. Ed. Inst./Tutor	\$160.00
In-Hospital Tutoring - FL - 2/21/19		1 0		8019297.FL3419 3/4/2019	10.5.0000.1205.314.01.0000 Contracted Sp. Ed. Inst./Tutor	\$40.00
				Check #: 0		
					PO/InvoiceTotal:	\$200.00
					Vendor Total:	\$200.00
All-Ways Transportation Services, Inc.						
Check Group:						
SpEd Transportation - AC - February 2019		20 0		7504 2/28/2019	40.5.0000.2552.331.01.0000 Spec. Education Transportation	\$3,580.00
				Check #: 0		
					PO/InvoiceTotal:	\$3,580.00
					Vendor Total:	\$3,580.00
Anderson, Linda						
Check Group:						
MAC - Volleyball Referee for April 16, 2019		1	190848	MAC.VB.REFLA4 19 3/7/2019	10.5.0000.1503.319.04.0000 Professional Services	\$70.00
				Check #: 0		
					PO/InvoiceTotal:	\$70.00
					Vendor Total:	\$70.00
AssetGenie, Inc						
Check Group:						
iPad 5 - Glass/Digitizer/LCD-4245		1	190726	1364192 1/28/2019	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$159.00
				Check #: 0		
					PO/InvoiceTotal:	\$159.00

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1227

03/12/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$159.00
AT & T Mobility	71927					
Check Group:						
Monthly Wireless Phone Charges - 01/20/19 - 02/19/19		1	0	827020302x2201 9 2/27/2019	10.5.0000.2630.341.01.0000 Telephone/Network	\$122.15
Check #: 0						
PO/InvoiceTotal:						\$122.15
Vendor Total:						\$122.15
Ballard & Tighe Publishing						
Check Group:						
Pre-IPT-ENGLISH, 5th Ed. Test Booklets (50) 3, 4 & 5 year olds		1	190805	0160007-IN 2/27/2019	10.5.0000.2230.415.01.0000 Testing Materials	\$181.50
Check #: 0						
PO/InvoiceTotal:						\$181.50
Vendor Total:						\$181.50
Batura, Elzbieta						
Check Group:						
Translating Services for P/T Conferences 2/21, 2/28		6.25	190849	P/TConf.INT219E B 3/5/2019	10.5.0000.2920.319.01.0000 Cont. Translation Services	\$187.50
Check #: 0						
PO/InvoiceTotal:						\$187.50
Vendor Total:						\$187.50
Bearwald, Kristen	01164					
Check Group:						
MAC - Science Lab Supplies - K Bearwald		1	0	MAC.Scilab.31KB 3/1/2019	10.5.0000.1112.410.04.0000 Science Supplies	\$15.98
Check #: 0						
PO/InvoiceTotal:						\$15.98

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1227

03/12/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$15.98
BrightStar - Arlingdale Healthcare, Inc						
Check Group:						
Maternity Sub for A. Steinitz LPN @ Ross - w/e2/15/19		36.75	0	IVC4475773 2/17/2019	10.5.0000.2134.319.03.0000 Professional Services	\$1,911.00
Maternity Sub for A. Steinitz LPN @ Ross - w/e 2/22/19		31.75	0	IVC4486685 2/24/2019	10.5.0000.2134.319.03.0000 Professional Services	\$1,651.00
Check #: 0						
PO/InvoiceTotal:						\$3,562.00
Vendor Total:						\$3,562.00
Chappell, Susan						
Check Group:						
Winter concert accompanist 12/1718		1	190825	7 1/23/2019	10.5.0000.1117.319.04.0000 Chorus Professional Services (Mac Arthur)	\$300.00
March concert accompanist 3/12/19		1	190825	9 3/7/2019	10.5.0000.1117.319.04.0000 Chorus Professional Services (Mac Arthur)	\$300.00
Check #: 0						
PO/InvoiceTotal:						\$600.00
Check Group:						
Library concert accopmanist 1/27/18		1	190834	8 1/23/2019	10.5.0000.1117.319.04.0000 Chorus Professional Services (Mac Arthur)	\$200.00
Check #: 0						
PO/InvoiceTotal:						\$200.00
Vendor Total:						\$800.00
Chrystyna Sroka						
Check Group:						
Admin-Vis a Vis markers for IEP meeting (Amazon order did not arrive in time)		1	0	MTG.Supp.119 3/5/2019	10.5.0000.1205.410.01.0000 LBS Classroom Supplies	\$8.49
Check #: 0						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1227

03/12/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$8.49
						Vendor Total: \$8.49
Discovery Benefits						
Check Group:						
FSA Monthly - February 2019		1	0	0000985707-IN 2/28/2019	10.5.0000.2520.319.01.0000 Professional Services	\$106.25
						Check #: 0
						PO/InvoiceTotal: \$106.25
						Vendor Total: \$106.25
Educational Resource Services						
Check Group:						
Proactive Discipline for Reactive Students Seminar - Milwaukee - 4/1/2019 - Lee Wright		1	190820	F0401-MMS 3/4/2019	10.5.0000.2210.312.01.0000 Professional Development	\$254.00
Proactive Discipline for Reactive Students Seminar - Milwaukee - 4/1/2019 - Jodi Hernandez		1	190820	F0401-MMS 3/4/2019	10.5.0000.2210.312.01.0000 Professional Development	\$254.00
						Check #: 0
						PO/InvoiceTotal: \$508.00
						Vendor Total: \$508.00
Gorodiski, Alexandra						
Check Group:						
Translation for P/T Conferences - 2hrs 20 minutes Ukrainian		1	190838	PT Conf. 22819 3/7/2019	10.5.0000.2920.319.01.0000 Cont. Translation Services	\$70.00
						Check #: 0
						PO/InvoiceTotal: \$70.00
						Vendor Total: \$70.00
Granite Telecommunications, LLC						
Check Group:						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1227

03/12/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Monthly Phone Charges - February 2019		1	0	03983742x219 3/1/2019	10.5.0000.2630.341.01.0000 Telephone/Network	\$1,093.58
					Check #: 0	
						PO/InvoiceTotal: <u>\$1,093.58</u>
						Vendor Total: <u>\$1,093.58</u>
Howitz, Michael						
Check Group:						
March 2019 Tuition Reimbursement - M Howitz - Olivet		3	0	REIM.TU.MH 3/4/2019	10.5.0000.2210.230.01.0000 NON GRANT FUNDED Teacher Tuition Reimbursement	\$450.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$450.00</u>
						Vendor Total: <u>\$450.00</u>
Illinois ASBO						
Check Group:						
Bookkeepers Conference 3/15/19 - Lorrie Ellison		1	190836	367480 2/21/2019	10.5.0000.2520.312.01.0000 Professional Development	\$220.00
Bookkeepers Conference 3/15/19 Debbie Macek		1	190836	370550 3/4/2019	10.5.0000.2520.312.01.0000 Professional Development	\$220.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$440.00</u>
Check Group:						
M. DeBartolo - Payment 1-Leadership Institute Cohort: LIFO (payment 2 from D21)		1	190846	315280 2/20/2019	10.5.0000.2510.312.01.0000 Professional Development	\$630.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$630.00</u>
						Vendor Total: <u>\$1,070.00</u>
Illinois Associaton of School Admin	80801					
Check Group:						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1227

03/12/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
IASA Job Bank Subscription Renewal		1	190830	7619-FY19 2/14/2019	10.5.0000.2640.316.01.0000 Contracted Software/Websites	\$400.00
					Check #: 0	
					PO/InvoiceTotal:	\$400.00
					Vendor Total:	\$400.00
JW Pepper & Son, Inc.						
Check Group:						
Greasy Sack Blues Sheet Music		1	190703	11E30551 1/8/2019	10.5.0000.1114.410.04.0000 Band Supplies - District	\$45.00
					Check #: 0	
					PO/InvoiceTotal:	\$45.00
					Vendor Total:	\$45.00
Lakeshore Recycling System	80968					
Check Group:						
GARBAGE & RECYCLING SERVICES - MARCH		1	190824	0004106789 2/25/2019	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$1,648.83
					Check #: 0	
					PO/InvoiceTotal:	\$1,648.83
					Vendor Total:	\$1,648.83
M1E2 Inc, DBA Instant Imprints of IL						
Check Group:						
MAC - Staff Bingo Prize		1	0	1152 2/19/2019	10.5.0000.1410.410.04.0000 General Supplies - Ind. Arts	\$615.80
					Check #: 0	
					PO/InvoiceTotal:	\$615.80
					Vendor Total:	\$615.80
Midwest Principals Center	05641					
Check Group:						
Organizational Partnership Renewal Fee		1	190828	5419 2/28/2019	10.5.0000.2210.319.01.0000 Professional Development	\$345.00

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1227

03/12/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
PO/InvoiceTotal:						\$345.00
Vendor Total:						\$345.00
Milieu Design LLC	80225					
Check Group:						
MAIN CAMPUS - SALTING SERVICE FOR 2.26 & 2.27		1	190823	135876 3/1/2019	20.5.0000.2543.319.01.0000 Contracted Services	\$602.00
IKE - SALTING SERVICE FOR 2.26 & 2.27		1	190823	135877 3/1/2019	20.5.0000.2543.319.01.0000 Contracted Services	\$602.00
Check #: 0						
PO/InvoiceTotal:						\$1,204.00
Check Group:						
MAIN CAMPUS SNOW REMOVAL & SALTING FOR 2/18, 2/20, 2/21		1	190829	135694 2/26/2019	20.5.0000.2543.319.01.0000 Contracted Services	\$1,688.00
IKE - SNOW REMOVAL & SALTING SERVICES FOR 2/18, 2/20, 2/21		1	190829	135695 2/26/2019	20.5.0000.2543.319.01.0000 Contracted Services	\$1,680.00
Check #: 0						
PO/InvoiceTotal:						\$3,368.00
Vendor Total:						\$4,572.00
NCS Pearson, Inc.						
Check Group:						
KABC-II NU Norm Update Supplement		1	190797	12002349 2/22/2019	10.5.0000.1205.415.01.0000 Testing Materials - Sp. Ed.	\$86.77
NEW KABC-II NU Record Forms		1	190797	12002349 2/22/2019	10.5.0000.1205.415.01.0000 Testing Materials - Sp. Ed.	\$82.58
Check #: 0						
PO/InvoiceTotal:						\$169.35
Vendor Total:						\$169.35
NSSEO	02336					

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1227

03/12/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
NSSEO Suburban Transportation FY 18-19 - Transpo for am/pm, late and extracurricular routes using NSSEO Suburbans for the period of Aug-Dec 2018		60	0	5274	40.5.0000.4120.331.01.0000	\$900.00
				3/1/2019	Spec. Education Transportation	
1st Billing FY 18-19 Contractual Evaluations & Interpreter Services		1	0	5297	10.5.0000.4120.314.01.0000	\$1,958.76
				3/5/2019	NSSEO Purchased Services	
				Check #: 0		
					PO/InvoiceTotal:	\$2,858.76
					Vendor Total:	\$2,858.76
Papa Johns aka YAS Partners 2 Inc						
Check Group:						
6th Grade Battle Winners Party Pizza		1	190847	S03456-19-3221	10.5.0000.1121.410.04.0000	\$84.99
				3/5/2019	Classroom Supplies - 6th	
Tip		1	190847	S03456-19-3221	10.5.0000.1121.410.04.0000	\$16.00
				3/5/2019	Classroom Supplies - 6th	
				Check #: 0		
					PO/InvoiceTotal:	\$100.99
					Vendor Total:	\$100.99
Pufundt, Christina						
Check Group:						
March 2019 Tution Reimbursement - C. Pufundt - Benedictine		3	0	REIM.TU.CP	10.5.0000.2210.230.01.0000	\$450.00
				3/4/2019	NON GRANT FUNDED Teacher Tuition Reimbursement	
				Check #: 0		
					PO/InvoiceTotal:	\$450.00
					Vendor Total:	\$450.00
Quinlan & Fabish Music						
	00867					
Check Group:						
Bohemian Rhapsody Arr. Johnnie Vinson		1	190783	11125349	10.5.0000.1114.410.01.1929	\$40.50
				2/21/2019	VIM Desingated Account-SUPPLIES- (former PHIL)	

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1227

03/12/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Black Panther Arr. Michael Sweeney		1	190783	11125349 2/21/2019	10.5.0000.1114.410.01.1929 VIM Desingated Account-SUPPLIES- (former PHIL)	\$45.00
				Check #: 0		
					PO/InvoiceTotal:	\$85.50
					Vendor Total:	\$85.50
Robbins Schwartz						
Check Group:						
January 2019 Legal Fees through 1/31/19		1	0	286245 KMF 2/26/2019	10.5.0000.2369.318.01.0000 Legal Services	\$9,096.25
				Check #: 0		
					PO/InvoiceTotal:	\$9,096.25
					Vendor Total:	\$9,096.25
Rozner, Amy						
Check Group:						
March 2019 Tuition Reimbursement - A. Rozner - Benedictine		3	0	REIM.TU.AR 3/4/2019	10.5.0000.2210.230.01.0000 NON GRANT FUNDED Teacher Tuition Reimbursement	\$450.00
				Check #: 0		
					PO/InvoiceTotal:	\$450.00
					Vendor Total:	\$450.00
Samiotakis, Vasiliki						
Check Group:						
March 2019 Tuition Reimbursement - Northern - V. Samiotakis		3	0	REIM.TU.VS 3/4/2019	10.5.0000.2210.230.01.0000 NON GRANT FUNDED Teacher Tuition Reimbursement	\$450.00
				Check #: 0		
					PO/InvoiceTotal:	\$450.00
					Vendor Total:	\$450.00
Sunbelt Staffing, LLC						
Check Group:						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1227

03/12/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Long Term Sub for S. Craig - w/e 03/02/19		28.25	0	10338900 3/3/2019	10.5.0000.2140.319.01.0000 Pysch Extra Time	\$2,429.50
					Check #: 0	
						PO/InvoiceTotal: <u>\$2,429.50</u>
						Vendor Total: <u>\$2,429.50</u>
Sylvias Flowers, Inc.						
Check Group:						
Dish Garden - J. Teramoto		1	0	04373197 2/28/2019	10.5.0000.2640.410.01.0000 General Supplies	\$42.95
					Check #: 0	
						PO/InvoiceTotal: <u>\$42.95</u>
						Vendor Total: <u>\$42.95</u>
Tyler Technologies, Inc.	81079					
Check Group:						
ASP Hosting Fee - Student Activity Database - 4/1/2019 - 3/31/2020		1	0	025-250491 3/1/2019	10.5.0000.2660.316.01.0000 Contracted Software/Websites	\$833.49
AP&GL Support & Maintenance - Student Activity Database - 4/1/2019 - 3/31/2020		1	0	025-250491 3/1/2019	10.5.0000.2660.316.01.0000 Contracted Software/Websites	\$556.76
					Check #: 0	
						PO/InvoiceTotal: <u>\$1,390.25</u>
						Vendor Total: <u>\$1,390.25</u>
Varitronics LLC	80267					
Check Group:						
TTP 23* BLUE/WHITE		1	190806	PSI-102526 2/27/2019	10.5.0000.1120.410.04.0000 General Supplies	\$137.80
TTP 23* Black/WHITE		1	190806	PSI-102526 2/27/2019	10.5.0000.1120.410.04.0000 General Supplies	\$137.80
					Check #: 0	
						PO/InvoiceTotal: <u>\$275.60</u>

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1227

03/12/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$275.60
Walsh, Patricia						
Check Group:						
ROSS-Aspired Carft Expenses - P Walsh		1 0		ROSS.Asp.PW 3/5/2019	10.5.0000.1110.410.03.0000 Classroom/Instructional Supplies (Ross)	\$42.33
Check #: 0						
PO/InvoiceTotal:						\$42.33
Vendor Total:						\$42.33
Warehouse Direct	80219					
Check Group:						
MAC - BACKORDERED CUSTODIAL SUPPLIES		1	190822	4207617-0 2/26/2019	20.5.0000.2542.410.01.0000 Materials & Supplies	\$102.56
Check #: 0						
PO/InvoiceTotal:						\$102.56
Vendor Total:						\$102.56
WCEPS	80982					
Check Group:						
Kindergarten - Student Response Booklets (Set of 25)		3	190809	29534 2/28/2019	10.5.0000.2230.415.01.0000 Testing Materials	\$148.50
Kindergarten - Summary Score Sheets (Set of 25)		3	190809	29534 2/28/2019	10.5.0000.2230.415.01.0000 Testing Materials	\$51.00
Check #: 0						
PO/InvoiceTotal:						\$199.50
Vendor Total:						\$199.50
WOW Business	81068					
Check Group:						
Monthly Internet Charges - Ike - March 2019		1 0		014047134x319 3/1/2019	10.5.0000.2630.341.01.0000 Telephone/Network	\$400.00
Monthly Internet Charges - Main - March 2019		1 0		014047166x319 3/1/2019	10.5.0000.2630.341.01.0000 Telephone/Network	\$3,673.00

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1227

03/12/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
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Check #: 0

PO/InvoiceTotal:	\$4,073.00
Vendor Total:	\$4,073.00
Grand Total:	\$42,027.62

End of Report

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1228

03/12/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
First Student	00406					
Check Group:						
Special Olympics USC Summit - 2/22/19		1 0		091-C-066146 2/22/2019	40.5.0000.2552.331.01.0000 Spec. Education Transportation	\$496.18
SpEd - Low Vision Clinic - IEP Requirement - Sullivan to Kirk School		1 0		091-C-066156 2/25/2019	40.5.0000.2552.331.01.0000 Spec. Education Transportation	\$155.68
February Transportation - Regular		1 0		091-H-004248 3/1/2019	40.5.0000.2551.331.01.0000 Regular Transportation	\$88,401.30
February Transportation - Kindergarten		1 0		091-H-004248 3/1/2019	40.5.0000.2551.331.01.0000 Regular Transportation	\$7,790.00
February Transportation - Pre-K		1 0		091-H-004248 3/1/2019	40.5.0000.2551.337.01.0000 Pre-School Transportation	\$25,470.64
February Transpotation - SpEd		1 0		091-H-004248 3/1/2019	40.5.0000.2552.331.01.0000 Spec. Education Transportation	\$17,680.64
Check #: 0						
						PO/InvoiceTotal: \$139,994.44
						Vendor Total: \$139,994.44
Honeywell International Inc						
Check Group:						
PAYMENT #4 HONEYWELL SERVICE CONTRACT		1	190697	5247411774 3/1/2019	20.5.0000.2542.319.01.0000 Professional Services	\$27,056.75
Check #: 0						
						PO/InvoiceTotal: \$27,056.75
						Vendor Total: \$27,056.75
Ocono DTC aka Genesee Lake School						
Check Group:						
Private Tuition - Regular - Feb 2019		19 0		460100 3/1/2019	10.5.0000.1912.673.01.0000 Private Tuition	\$7,671.82
Residential Services - Feb 2019		28 0		460100 3/1/2019	10.5.0000.1912.673.01.0000 Private Tuition	\$9,416.96

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1228

03/12/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
2019 Tuition Rate Adj - Jan		22	0	460100 3/1/2019	10.5.0000.1912.673.01.0000 Private Tuition	\$438.68
2019 Rm & Bd Rage adj - Jan		31	0	460100 3/1/2019	10.5.0000.1912.673.01.0000 Private Tuition	\$334.18

Check #: 0

PO/InvoiceTotal:	<u>\$17,861.64</u>
Vendor Total:	<u>\$17,861.64</u>
Grand Total:	<u>\$184,912.83</u>

End of Report

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Prospect Heights School District 23
Board Memorandum
Discussion Item

Date: February 13, 2019

Subject: Enrollment/Staffing Plan Overview 2019-20

Prepared by: Don Angelaccio

Utilizing the Forecast5 Cohort Survival rate projections, we anticipate a slight decrease (-1.48%) in total enrollment for the 2019-20 school year. The “bubble” of students who have been moving through the system will be enrolled in 5th and 6th grade next year, and we are projected to see a significant increase in 1st grade.

Cohort Survival Rate Applied - Enrollment Projections										
Grade	History							Current	Projected	
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
K	140	130	161	145	143	130	137	148	139	146
1	174	159	144	187	182	164	153	139	173	162
2	148	181	158	144	191	184	165	157	140	174
3	146	159	183	156	138	196	176	162	155	138
4	150	153	167	188	161	147	187	172	166	159
5	167	155	152	174	185	157	152	183	173	167
6	147	181	169	152	178	196	156	160	189	179
7	172	149	183	171	154	180	201	163	162	192
8	167	177	150	185	173	160	179	200	165	164
Total Enrollment	1411	1444	1467	1502	1505	1514	1506	1484	1462	1481
Annual Change		33.00	23.00	35.00	3.00	9.00	-8.00	-22.00	-22.00	19.00
% Change		2.34%	1.59%	2.39%	0.20%	0.60%	-0.53%	-1.46%	-1.48%	1.30%

Grade Level	Current Enrollment	# of T (Section)	Projected by School	2019-2020 Projected/Incr	# of T (Section)	Net Change
Early Childhood*	108*	4.5 (8)	Eisenhower	92*	5 (9)	.5
Kindergarten	148	5 (8)	404	139/-7%	5 (8)	0
Grade 1	139	7		173/24%	8	1
Grade 2	157	7	Betsy Ross	140/-11%	7	0
Grade 3	162	8	295	155/-5%	7	-1

Grade 4	172	8	Anne Sullivan	166/-4%	7	-1
Grade 5	183	8	339	173/-6%	8	0
Grade 6	160	7		189/18%	8	1
Grade 7	163	7	MacArthur	162/-1%	7	0
Grade 8	200	8	516	165/-18%	7	-1
Total In-District Enrollment:	1592	69.5 T	1554		69 T	-5
Students enrolled out of District:	9		7			
Total Enrollment in District 23:	1601		1561			

*Early Childhood counts includes ECDEC sections and projections of end of year and start of year student enrollment.

**Class Size Projections
2019-2020 February 13, 2019**

	FY 2016	FY 2017	FY 2018	FY 2019	Core Teachers	Avg.	FY 2020	Core Teachers	Avg.	Net Section Change
Eisenhower										
Kindergarten	143	130	139	148	5	18.5	139/102	5	17	0
First Grade	182	164	152	139	7	20.5	173/156	8	22	1
Ross										
Second Grade	191	184	166	157	7	23	140/128	7	21	0
Third Grade	138	196	178	162	8	21	155/138	7	23	-1
Sullivan										
Fourth Grade	161	147	187	172	8	21.5	166	7	24	-1
Fifth Grade	185	157	153	183	8	23	173	8	22	0
MacArthur										
Sixth Grade	178	196	160	160	7	23	189	8	23	1
Seventh Grade	154	180	201	163	7	23	162	7	23	0
Eighth Grade	173	160	179	200	8	25	165	7	23.5	-1
					65			63		-1
Total Enrollment	1505	1514	1515	1515	Total core tchrs		1537	Total core tchrs		Net Change
Classroom Guidelines	K	1-2	3-4	5	6-8					
	17-21	18-23	20-25	22-26	24-27					

As in past years, this draft is presented for your consideration and Board discussion. Keep in mind that class size guidelines, available space, teacher certification, and accelerated programming are also factors in the equation for determining the final projection for staffing placement. Retirements, resignations, or other voluntary transfers will be considered this Spring before final teaching assignments are made and communicated to faculty.

Bottom Line:

Total Increase in FTE: .6 FTE

Total Impact to Budget: \$ -53, 089

The following are highlights of the 2019-20 staffing plan:

- Overall staffing for core teachers can be reduced by 1 FTE, with adjustments to placement and assignments for some faculty.
- We continue to see increased demand for Early Childhood services and are seeking an increase of .7 FTE for a Psychologist to coordinate the assessment, placement, and follow-up of services. These tasks have drawn time and attention away from other needed services for the current Ike psychologist and Dr. Sroka.
- Additionally, we are projected to start the school year at our highest enrollment number in history in Early Childhood. With a .5 FTE increase we will be fully staffed in Early Childhood teacher and aide positions instead of adding sections throughout the year.
- Minor increases for Special Education services and student needs continue to influence our planning for support staff and we are seeking a .1 FTE increase for Occupational Therapist.
- In order to facilitate sections at Ike, while minimizing travel and disruption to other faculty, we seek to increase .3 FTE General Music.
- We will have a vacancy due to the retirement of one of our nurses. We believe it is prudent to post that vacancy as a Certified School Nurse and attempt to fill that vacancy with this new position. The expanded responsibilities and oversight required of the CSN would move that position out of the PHEA and into an exempt status.
- We are watching the 1st grade numbers closely as we were under our projection by 20 students this past year. In the event that the enrollment does not reach the level to add an 8th section, we will shift that position to a reading interventionist position to support in class instruction.
- A shuffle of existing faculty will support the needs of increased sections at grade levels as indicated above.
- This staffing plan will allow the Board to begin the year within class guide lines.



Prospect Heights School District 23

ACTION ITEM

March 13, 2019

To: Board of Education

From: Don Angelaccio

Subject: Resolution Authorizing the Honorable Dismissal of Teachers Due to Reduction in Force

PROPOSED ACTION BY THE BOARD OF EDUCATION

Motion to approve the attached resolution authorizing the honorable dismissal of teachers due to reduction in force.

BACKGROUND

Illinois School Code requires that probationary (non-tenured) teachers be notified 45 calendar days before the end of the school year if they are to be honorably dismissed for the following school year. If the Board of Education fails to notify, the teacher is deemed reemployed. Teachers are honorably dismissed when there is an anticipated decrease in number of sections needed or particular type of teaching service. Teachers honorably dismissed who are rated proficient or excellent are granted recall rights.

Recommended for approval by the Board of Education

Don Angelaccio, Ed.D.
Superintendent

**RESOLUTION AUTHORIZING THE
HONORABLE DISMISSAL OF TEACHERS**

WHEREAS, the Board of Education has received reports and recommendations from the Superintendent and members of the administrative staff concerning the number of teachers needed to be employed for the next school term;

WHEREAS, the Board of Education is required to notify teachers of honorable dismissal at least forty-five days before the close of the school term due to the Board's decision to decrease the number of teachers employed by the Board or to discontinue some particular types of teaching service; and

WHEREAS, the Board of Education has determined to decrease the number of teachers employed by the Board and/or to discontinue some particular types of teaching service;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Prospect Heights School District 23, Cook County, Illinois, as follows:

1. The teachers named in Exhibit 1 shall be honorably dismissed effective at the close of the 2018-2019 school term. The notice of such action shall be substantially in the form of the attached Exhibit 2.

2. The Superintendent shall deliver by personal service the notices of honorable dismissal and a copy shall also be sent by regular mail. If personal service cannot be made, the notices shall be sent by certified mail, return receipt requested.

3. The Superintendent also has authority to deliver supplemental notices to the teachers named in Exhibit 1 advising such teachers of their designated grouping based on evaluation rating(s) and seniority and stating whether such teachers are eligible for recall if the Board has any vacancies for the 2019-2020 school term or within one calendar year from the beginning of the 2019-2020 school term. The notice shall be substantially in the form of

Exhibit 3 and shall be delivered by personal service and a copy shall also be sent by regular mail. If personal service cannot be made, the notices shall be sent by certified mail, return receipt requested.

4. This Resolution shall be in full force and effect upon its adoption.

ADOPTED this _____ day of _____, 2019, by a roll call vote as follows:

YES: _____

NO: _____

ABSENT: _____

President, Board of Education

Attest:

Secretary, Board of Education

EXHIBIT 1

**TEACHERS HONORABLY DISMISSED
AT THE CLOSE OF THE 2018-2019 SCHOOL TERM**

NAME	POSITION	SCHOOL
Nicole Baran	Early Childhood Teacher	Eisenhower

EXHIBIT 2

NOTICE OF HONORABLE DISMISSAL

Date

Name

Address

Dear _____:

We regret to inform you that the Board of Education has determined to decrease the number of teachers employed in the School District and/or to discontinue some particular types of teaching service. Therefore, you are hereby honorably dismissed as a teacher and employee in the School District effective at the close of the 2018-2019 school term.

Very truly yours,

Board of Education
Prospect Heights District 23
Cook County, Illinois

By: _____
Board President

Attest:

Secretary

cc: Personnel File

EXHIBIT 3

NOTICE OF GROUPING/ELIGIBILITY FOR RECALL

Date

Name
Address

Dear _____:

Based on your evaluation rating and seniority you were placed in group___for purposes of the School District's 2018-2019 sequence of honorable dismissal list. As a result of this placement, you [are/are not] eligible for recall should the Board have any vacancies for the 2019-2020 school term or within one calendar year from the beginning of the 2019-2020 school term for which you are qualified.

Very truly yours,

Board of Education
Prospect Heights District 23
Cook County, Illinois

By: _____
Board President

Attest:

Secretary

cc: Personnel File



**Prospect Heights School District 23
Board Memorandum
Action/Discussion Item**

Date: March 8, 2019

Subject: Recommendation for Registration/Other Fees for 2019-20 School Year

Prepared by: Micheal DeBartolo, Assistant Superintendent for Finance & Operations

The administration recommends that all existing student fees remain the same for the 2019-20 school year based upon the presentation at the February 2019 meeting of the Board of Education and discussion by the board of education.

In addition, if necessary, a proposed increase in the current lunch fees would be recommended in May 2019 only if the District’s current, scheduled ongoing lunch audit and/or Federal government paid lunch equity tables require such an increase.

The administration recommends a the split of the registration and payment process continue as well as the incentive for early payment of registration fees (July 1-July 31).

2019-20 Fees:

Student Registration Fees

GRADE(S)	AMOUNT
Kindergarten	\$75
Grades 1 – 3	\$150
Grades 4 – 5	\$195
Grades 6 – 8	\$250

Student 1:1 Device Protection Plan Fees

The 1:1 Device Protection Plan Fee proposed for the 2019-20 school year is \$35 per student.

Student Lunch Fees

To be determined upon completion of food service audit by the Illinois State Board of Education and the Federal Government’s paid lunch equity determination.

Split of Registration and Payment

Registration of students 1st grade - 8th grade shall be open between April 1st and May 31st without payment.

Fee Payment Incentive

Fee collection shall be July 1 - July 31 with no increase. Beginning August 1st, the District will charge a 20% fee for late payment. For families who register new to the District beyond the July 31st window, no late charge will be applied if fees are paid within 30 days of registration.

Transportation Registration Fee

The administration recommends no fee for transportation registration in 2019-20. The administration will engage the families of students registering in an information campaign whereby families are informed of the need for accurate registration for bus services. Families will receive information on the cost of bus routes to District 23. Families will be informed of the District's process for head counts on the bus that has been utilized during the winter months and currently scheduled for March 11th – March 15th. The District will study this information in conjunction with a review of all registered bus riders for the 2018-19 school year. The District will also study, with First Student, the possibility of additional route efficiencies for more effective transportation. The District, if deemed possible, will reduce at least 1 bus route for the 2019-20 school year in order to save \$37,000 per bus route eliminated.

Next year the administration will revisit the possibility of a transportation registration fee for the 2020-21 school year if necessary.

Conclusion

The administration recommends the fees proposed above for approval for the 2019-20 school year.



**PROSPECT HEIGHTS SCHOOL DISTRICT #23
2018-2019 SCHOOL CALENDAR**

Monday, August 20, 2018	Teacher Institute Day - Students <u>NOT</u> in Attendance
Tuesday, August 21, 2018	First Day of Classes/FULL DAY of Student Attendance
Wednesday, August 22, 2018	First Day of Early Childhood
Tuesday, August 28, 2018	First Day of Kindergarten
Monday, September 3, 2018	Labor Day - No School
Friday, September 14, 2018	No Classes for Early Childhood
Wednesday, September 19, 2018	Non-Attendance Day
Monday, October 8, 2018	Columbus Day – No School
Tuesday, November 6, 2018	Teacher Institute Day – Students <u>NOT</u> in Attendance
Thursday, November 8, 2018	Parent/Teacher Conferences (4:30 – 8 pm) – Students in Attendance
Friday, November 9, 2018	No Classes for Early Childhood
Thursday, November 15, 2018	Parent/Teacher Conferences (4:30 – 8 pm) – Students in Attendance
Monday, November 19, 2018	Non-Attendance Day – Central Office Open
Tuesday, November 20, 2018	Non-Attendance Day – Central Office Open
Wednesday, November 21, 2018	Non-Attendance Day
November 22 - November 23, 2018	Thanksgiving Holiday - No School
Friday, December 21, 2018	Last Day of Classes Before Winter Break
December 24 – January 4, 2019	Winter Vacation – Central Office Open
Monday, January 7, 2019	First Day of Classes After Winter Break
Monday, January 21, 2019	Martin Luther King Day - No School
Tuesday, January 22, 2019	Teacher Institute Day – Students <u>NOT</u> in Attendance
Monday, February 18, 2019	Presidents' Day - No School
Thursday, February 21, 2019	Parent/Teacher Conferences (4:30 – 8 pm) – Students in Attendance
Thursday, February 28, 2019	Parent/Teacher Conferences (4:30 – 8 pm) – Students in Attendance
Friday, March 8, 2019	No Classes for Early Childhood
March 25 – March 29, 2019	Spring Vacation – Central Office Open
Monday, April 1, 2019	First Day of Classes After Spring Break
Tuesday, April 2, 2019	Teacher Institute Day - Students <u>NOT</u> in Attendance
Friday, April 19, 2019	Non-Attendance Day
Friday, May 10, 2019	No Classes for Early Childhood
Monday, May 27, 2019	Memorial Day - No School
Wednesday, June 3, 2019	Last Day of Early Childhood Classes
Friday, June 7, 2019	Last Day of Classes Grades K-8 – REGULAR DAY of Student Attendance

AMENDED: March 13, 2019, ADOPTED: April 11, 2018



**PROSPECT HEIGHTS SCHOOL DISTRICT #23
2020-2021 SCHOOL CALENDAR**

Wednesday, August 19, 2020	Teacher Institute Day - Students <u>NOT</u> in Attendance
Thursday, August 20, 2020	First Day of Classes/FULL DAY of Student Attendance
Monday, August 24, 2020	First Day of Early Childhood (Tentative)
Thursday, August 27, 2020	First Day of Kindergarten
Monday, September 7, 2020	Labor Day - No School
Friday, September 18, 2020	Non-Attendance Day - District Office Closed
Monday, October 12, 2020	Non-Attendance Day - District Office Closed
Tuesday, November 3, 2020	Teacher Institute Day – Students <u>NOT</u> in Attendance
TBD	Parent/Teacher Conferences (4:30 – 8 pm) – Students in Attendance
TBD	Parent/Teacher Conferences (4:30 – 8 pm) – Students in Attendance
November 23-24 , 2020	Non-Attendance Day – District Office Open
Wednesday, November 25, 2020	Non-Attendance Day – District Office Closed
November 26 - November 27, 2020	Thanksgiving Holiday - No School – District Office Closed
Friday, December 18, 2020	Last Day of Classes Before Winter Break
December 23 – January 4, 2020	Winter Vacation – District Office Open
Monday, January 4, 2021	Teacher Institute Day – Students <u>NOT</u> in Attendance
Tuesday, January 5, 2021	First Day of Classes After Winter Break
Monday, January 18, 2021	Martin Luther King Day - No School
Friday, February 15, 2021	Presidents' Day - No School
TBD	Parent/Teacher Conferences (4:30 – 8 pm) – Students in Attendance
TBD	Parent/Teacher Conferences (4:30 – 8 pm) – Students in Attendance
March 22 – March 26, 2021	Spring Vacation – District Office Open
Monday, March 29, 2021	First Day of Classes After Spring Break
Friday, April 2, 2021	Non-Attendance Day – District Office Closed
Tuesday, April 6, 2021	Teacher Institute Day - Students <u>NOT</u> in Attendance
Friday, May 28, 2021	Last Day of Early Childhood Classes (Tentative)
Monday, May 31, 2021	Memorial Day - No School
Thursday, June 3, 2021	**Last Day of Classes Grades K-8 – REGULAR DAY of Student Attendance (if no emergency days are used)
**June 4-June 10, 2021	**Tentative Emergency Days

ADOPTED: March 13, 2019

**Calendar adjustment may be made in March 2021

03/13/2019



Board Action Item

Date: March 1, 2019

Title: Recommendation for approval of resolution for preparation of budget

Contact: Micheal DeBartolo, Assistant Superintendent for Finance & Operations

Pursuant to Section 17-1 of the Illinois School Code, the Board of Education is required to do the following:

- (1) establish a fiscal year;
- (2) appoint an individual to prepare the tentative budget for the established, following fiscal year; and
- (3) require that the prepared, tentative budget be filed with the Secretary of the Board of Education.

RECOMMENDATION:

For the above reasons, the administration and Finance Committee recommend that the Board of Education adopt the Resolution regarding the preparation of the tentative budget for fiscal year 2020.

**RESOLUTION
AUTHORIZING APPOINTMENT OF INDIVIDUAL
TO
PREPARE TENTATIVE BUDGET**

Board of Education
Prospect Heights School District 23
Cook County, Illinois

WHEREAS, the Board of Education for Prospect Heights School District 23, Cook County, Illinois is required to appoint an individual to prepare a tentative budget in accordance with Section 17-1 of the Illinois School Code;

WHEREAS, the Board of Education for Prospect Heights School District 23, Cook County, Illinois is required to establish a fiscal year for the preparation of the tentative budget in accordance with Section 17-1 of the Illinois School Code;

WHEREAS, the Board of Education for Prospect Heights School District 23, Cook County, Illinois is required to approve the tentative budget prepared in accordance with Section 17-1 of the Illinois School Code

NOW THEREFORE, BE IT RESOLVED by the Board of Education for Prospect Heights School District 23, Cook County, Illinois as follows:

SECTION 1: The recitals above are incorporated herein by reference.

SECTION 2: A tentative budget is to be prepared for Prospect Heights School District 23 for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

SECTION 3: Micheal DeBartolo, Assistant Superintendent for Finance and Operation, is hereby appointed to prepare a tentative budget for Prospect Heights School District 23 for the fiscal year beginning July 1, 2019, and ending June 30, 2020.

SECTION 4: The tentative budget that is to be prepared by Micheal DeBartolo for the fiscal year beginning July 1, 2019, and ending June 30, 2020, and that is prepared pursuant to this Resolution shall be filed with the Secretary of the Board of Education.

SECTION 5: This resolution shall be in full force from and after its passage and approval.

ADOPTED this _____ day of March 2019 upon receiving a motion from Member _____, and a second of the motion by Member _____ followed by a roll call vote recorded as follows:

AYES:

NAYS:

ABSENT/ABSTAIN:

President, Board of Education

ATTEST:

Secretary, Board of Education

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

CERTIFICATION OF RESOLUTION AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified acting Secretary of the Board of Education of Prospect Heights School District 23, Cook County, Illinois (the "Board"), and that as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete copy of a resolution entitled:

**RESOLUTION AUTHORIZING APPOINTMENT OF INDIVIDUAL
TO PREPARE TENTATIVE BUDGET**

as adopted by the Board at its meeting held on the _____ day of March, 2019.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the School Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the conduct of said meeting and in the adoption of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature, this _____ day of March, 2019.

Secretary, Board of Education

MINUTES of a regular public meeting of the Board of Education of School District Number 23, Cook County, Illinois, held in the Betsy Ross Elementary School, 600 North Schoenbeck Road, Prospect Heights, Illinois, in said School District at 7:00 o'clock P.M., on the 13th day of March, 2019.

* * *

The meeting was called to order by the President, and upon the roll being called, Jeff Bowes, the President, and the following members were physically present at said location: _

The following members were allowed by a majority of the members of the Board of Education in accordance with and to the extent allowed by rules adopted by the Board of Education to attend the meeting by video or audio conference: _____

No member was not permitted to attend the meeting by video or audio conference.

The following members were absent and did not participate in the meeting in any manner or to any extent whatsoever: _____

The President announced that in view of the current financial condition of the District, the Board of Education would consider the adoption of a resolution abating the working cash fund of the District.

Whereupon Member _____ presented and the Secretary read by title a resolution as follows, a copy of which was provided to each member of the Board of Education prior to said meeting and to everyone in attendance at said meeting who requested a copy:

RESOLUTION abating the working cash fund of School District
Number 23, Cook County, Illinois.

* * *

WHEREAS, the Board of Education (the “*Board*”) of School District Number 23, Cook County, Illinois (the “*District*”), has heretofore created and maintained a working cash fund in and for the District (the “*Fund*”); and

WHEREAS, the Board has determined and does hereby determine that it is necessary and in the best interests of the District that the Fund be abated; and

WHEREAS, Section 20-10 of the School Code of the State of Illinois, as amended (the “*Code*”), authorizes the Board to abate the Fund:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Education of School District Number 23, Cook County, Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

Section 2. Amount of Abatement. The Fund shall be abated as of the date hereof by the amount of \$3,000,000 (the “*Abatement Amount*”).

Section 3. Permanent Transfer. The School Treasurer of the District is hereby authorized and directed to forthwith permanently transfer the Abatement Amount to the operations and maintenance fund of the District (the “*O&M Fund*”), the same being the fund of the District most in need of the Abatement Amount. It is also hereby found and determined that (a) the Abatement Amount, when added to the O&M Fund of the District and regardless of any subsequent transfers of the Abatement Amount, will not result in an excessive accumulation of assets in the O&M Fund of the District, and (b) following said abatement, the balance to the

credit of the Fund, including the amount of any taxes heretofore levied by the District for the Fund pursuant to Section 20-3 of the Code, but not yet collected and deposited into the Fund, and amounts transferred pursuant to Section 20-4 of the Code and to be reimbursed to the Fund, is at least equal to 0.05% of the value, as equalized or assessed by the Department of Revenue, of the taxable property in the District.

Section 4. Outstanding Loans. If necessary to effectuate such abatement and permanent transfer, any outstanding loans from the Fund to other funds of the District in an amount, together with any cash immediately transferred pursuant to Section 2 above, equal in the aggregate to the Abatement Amount shall be paid to the O&M Fund of the District, and any remaining outstanding loans shall be paid to the Fund at the time and in the manner required by the Code.

Section 5. Transfer to Capital Projects Fund. In accordance with the rules and regulations of the Illinois State Board of Education and specifically Section 100.50(d)(2) of Title 23 of the Illinois Administrative Code, the Abatement Amount shall be transferred on the date hereof to the District's Capital Projects Fund to be used as provided in said rules and regulations.

Section 6. Severability. If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 7. Repealer and Effective Date. All resolutions or parts thereof in conflict herewith be and the same are hereby repealed and that this Resolution shall be in full force and effect forthwith upon its adoption.

Adopted March 13, 2019.

President, Board of Education

Secretary, Board of Education

Member _____ moved and Member _____
seconded the motion that said resolution as presented and read by title be adopted.

After a full and complete discussion thereof, the President directed the Secretary to call the roll for a vote upon the motion to adopt said resolution.

Upon the roll being called, the following members voted AYE: _____

The following members voted NAY: _____

Whereupon the President declared the motion carried and said resolution adopted, and in open meeting approved and signed said resolution and directed the Secretary to record the same in full in the records of the Board of Education of School District Number 23, Cook County, Illinois, which was done.

Other business not pertinent to the adoption of said resolution was duly transacted at said meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

Secretary, Board of Education

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

CERTIFICATION OF MINUTES AND RESOLUTION

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Education of School District Number 23, Cook County, Illinois (the “Board”), and that as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 13th day of March, 2019, insofar as same relates to the adoption of a resolution entitled:

RESOLUTION abating the working cash fund of School District
Number 23, Cook County, Illinois.

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board on a day other than a Saturday, Sunday or legal holiday in the State of Illinois at least 48 hours in advance of the holding of said meeting, that said agenda contained a separate specific item concerning the proposed adoption of said resolution, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the School Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the passage of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 13th day of March, 2019.

Secretary, Board of Education

Kyle W. Harding
Partner

111 West Monroe Street
Chicago, Illinois 60603-4080

T 312.845.3278
F 312.516.3278
harding@chapman.com

February 21, 2019

Mr. Micheal DeBartolo
Assistant Superintendent for Finance & Operations
Prospect Heights SD 23
700 North Schoenbeck Road
Prospect Heights, Illinois 60070

Re: School District Number 23,
Cook County, Illinois (the "*District*")
\$2,775,000 General Obligation Limited Tax School Bonds, Series 2019A

Dear Micheal:

Now that the above-referenced Bonds have been issued, we have prepared and are enclosing a suggested form of Working Cash Fund Abatement Resolution to be adopted by the School Board as needed to allow for the transfer of money from the District's Working Cash Fund to its Operations and Maintenance Fund and, ultimately, to its Capital Projects Fund.

If you have any questions regarding this matter, please do not hesitate to contact us.

Very truly yours,

CHAPMAN AND CUTLER LLP

By 

Kyle W. Harding

KWH:bha
Enclosure

cc: Ms. Melissa Seeborg

PROPOSAL FORM

Board of Education
Prospect Heights School District 23
700 North Schoenbeck Road
Prospect Heights, Illinois 60070

Due Date: **NOVEMBER 20, 2018**
AT 2:00PM

Bidder Name: EMCOR SERVICES- TEAM MECHANICAL
Contact: Christopher Beller- Sr Project Executive
Address: 431 Lexington Drive
Buffalo Grove, IL, 60089
Telephone: 847-521-0047

Project: **2019 HVAC RETROFITS
EISENHOWER ELEMENTARY SCHOOL
1 NORTH SCHOENBECK ROAD
PROSPECT HEIGHTS, ILLINOIS 60070
PROJECT NO. 18122**

I acknowledge receipt of the following Addenda:

No. 1 Date 11/14/18
No. _____ Date _____
No. _____ Date _____

I agree to the following:

- A. To hold this Bid Proposal open until sixty (60) calendar days after the date of Bid Proposal due date.
- B. To accept the provisions of the Instruction to Bidders regarding disposition of Bid Security.
- C. I have examined the site conditions and all bidding documents.
- D. To enter into and execute a contract with the Owner if awarded on the basis of this Bid.
- E. To furnish Insurance required by the Bidding Documents.
- F. To accomplish the work in accordance with the contract and construction documents.
- G. Totally complete the work as outlined in the Time Schedule.
- H. To provide the required Performance Bond and Payment Bond in an amount equal to 100% of the Contract base bid total.
- I. To provide full coordination and supervision of all subcontractors, suppliers, expedite work, management of payment requests, and general administration of project. To provide supervision and responsibility for all safety on, in and around the construction site at all times.

11/20/2018

Brian Rominski
Prospect Heights SD 23
700 North Schoenbeck Rd
Prospect Heights

→ JAN 19.

Project: Prospect Heights SD- 2019 Renovations / HVAC bid 11/20/2018

Clarifications and Exclusions:

- ❖ EMCOR pricing reflects requested added allowance of \$25,000 per addendum #1.
- ❖ 3rd party Test & Balance has been included. International Test and Balance will conduct a water side T&B work and provide reports per spec.
- ❖ EMCOR has not included any additional money for roofing contractor work. It is understood any required roofing work will be coordinated by EMCOR and performed by your roofing contractor.
- ❖ EMCOR was not able to provide a preliminary schedule per spec as we don't have enough information regarding access, material lead times, etc currently. If awarded, we will provide a schedule as requested based on fact versus assumptions.
- ❖ EMCOR has included commissioning time in our estimate to work alongside a CX agent. EMCOR is not covering the cost of the CX agent / entity.
- ❖ It is understood permit cost is by owner and EMCOR will facilitate obtaining those permits.
- ❖ EMCOR has only included ceiling removal and/or new ceiling allowance for the (2) RTU's areas. EMCOR has not figured on replacing ceilings in any other area.
- ❖ EMCOR has not included overtime. It is assumed coordination with school would allow for access during regular business hours during school breaks etc.
- ❖ EMCOR is not providing any BAS work and/or supplying electrician for BAS control purposes.

- ❖ EMCOR has not included 3rd party chemical treatment. All flushing, glycol replenishment will be performed by EMCOR personnel.
- ❖ EMCOR has priced assuming existing isolation valves hold 100%. In the event this is not the case EMCOR will require owner allowance funds to replace.

Thank you for the opportunity to bid this project. Based on our experience with this work previously, I am confident our approach and execution will exceed your expectations and provide your facility with the functioning HVAC system expected.

Make it a great day!!!!

Chris Beller
Senior Project Sales
EMCOR Services Team Mechanical Inc.
Cell Phone: (847) 521-0047
Office (847) 229-7655
E-mail: cbeller@emcor.net
www.emcortmi.com

- J. By signing and submitting the Bid Form to the Owner, the contractor/vendor certifies that the contractor is not barred from bidding on the contract as a result of a conviction for either bid-rigging or bid rotating under Article 33E of the Criminal Code of 1961.

The bidder agrees to perform all the specified work as set forth in the Bidding Documents for the sum of:

PROPOSAL COST:

Three hundred forty three thousand four hundred _____ DOLLARS (\$ 343,000.00)

The following Unit Prices will be utilized to add or deduct from the Contract at the Owner's discretion.

UNIT PRICE NO. 1: REFRIGERANT

Six dollars fourty eight cents per pound new _____ DOLLARS (\$ 6.48 /POUND)

Contractor understands that the Owner may award one General Lump Sum Contract for all the work on the above project. Bidder must quote on all items called for in the Bid Proposal. Write "No Bid" where a price is not quoted.

HAVE ALLOWANCES

Building Systems Agreement

Proposal Number: 911-19-1022

Proposal Name: SD23 Eisenhower School 2019 HVAC Retrofit Project BAS Controls & Fire Alarm

Date: March 3, 2019

Provider: (“Honeywell”)

**Honeywell International Inc., through its
Honeywell Building Solutions business unit
95 E. Algonquin Road
Des Plaines, IL 60017**

Customer: (“Customer”)

**Prospect Heights School District 23
700 N. Schoenbeck Road
Prospect Heights, IL 60070**

Contact Person: Brian Rominski

Phone #:

Email address:

Work Site Location Name: Eisenhower Elementary School

Work Site Location Address: 1 N. Schoenbeck Road, Prospect Heights, IL 60070

Scope of Work: Honeywell shall provide the following equipment and services (“the Work”) in accordance with the attached work scope documents and General Terms and Conditions, which form a part of this Agreement.

Honeywell proposes to expand the existing Honeywell EBI Building Automation and Fire System located at Prospect Heights School District 23. This scope of work is based on the following:

- Mechanical and Electrical Plans for bid by Amsco Engineering Dated 11/1/2018 and Specifications for the 2019 HVAC Retrofit at Eisenhower Elementary School.

BASE PROJECT

Honeywell will provide equipment, software, electrical installation, engineering, control drawings, project management, programming, training, commissioning and final check out of the items below. Reuse existing Honeywell Controllers.

Automation System

16 – Bard Units (classrooms)

- Install required combination temperature and humidity sensor (Honeywell TR23-H/U)
- Install required carbon dioxide (CO2) sensors (Honeywell C7232A1016)

14 – Climate Master Units (Horizontal)

- Install required combination temperature and humidity sensor (Honeywell TR23-H/U)
- Install required carbon dioxide (CO2) sensors (Honeywell C7232A1016)
- Add necessary hardware for control of reheat equipment per schedule
 - Electric Reheat of three (3) Units
 - Hot Water Reheat of nine (9) Units

2 – Climate Master RTU’s

- Remove existing controls and reinstall on new units
- Modify sequence to enable dehumidification required
- Replace existing temperature sensor with combination temperature and humidity sensor (TR23-H/U)
- Install required carbon dioxide (CO2) sensors (Honeywell C7232A1016)

Fire Alarm System

4 – Duct Smoke Detectors (includes duct sampling tubes)

4 – Remote Test Stations;

4 - Relays

Duct Smoke Detectors and sampling tubes mounted by mechanical contractor.

PROJECT PRICE: \$127,692.00

Additional Clarification and/or Exclusions:

- Excludes the allowance indicated in Project Manual Addendum #1 Section 01 21 00 for the amount of \$25,000.
- Excludes all mechanical equipment including but not limited to roof top units, heat pumps, coils, etc.) All mechanical provided and installed by others.
- Excludes overtime labor, all work to be performed straight time
- Excludes cost of any building repairs such as painting, wall paper patching, ceiling tile replacement or other cosmetic related items.
- Excludes Permits and Fees
- Excludes submission to the Authority Having Jurisdiction (AHJ).
- Excludes test and balancing
- Excludes BIM Modeling
- Excludes revising of existing floor plans to reflect any new space layout
- Honeywell reserves its right to negotiate mutually acceptable terms and conditions

Period of Performance: The Work shall commence on a date to be determined (“Effective Date”) and shall be completed by a date to be determined (“Completion Date”)

Project Price: One hundred twenty-seven thousand six hundred nine two dollars \$127,692.00

Sales Tax will be invoiced separately Use Tax is included in the price This sale is tax exempt

Payment: Upon Customer acceptance of this proposal or contract execution, whichever occurs first, the Customer shall pay Honeywell \$40,000 of the Price. Such payment shall be used for engineering, drafting, and other mobilization costs reasonably incurred prior to on-site installation.

This proposal is valid for 60 days.

Proposal Submitted By: _____
(Signature)

Name: **Kevin Cunningham**
Title: **Sr. Account Manager**

Acceptance: This proposal and the pages attached shall become an Agreement in accordance with Section 13 of the General Terms and Conditions below only upon signature below by an authorized representative of Honeywell and Customer, subject to credit approval by Honeywell.

Accepted by:

HONEYWELL INTERNATIONAL INC.,
through its **Honeywell Building Solutions business unit**

CUSTOMER: Prospect Heights School District 23

Signature: **By:** _____
Name: _____
Title: _____
Date: _____

Signature: **By:** _____
Name: _____
Title: _____
Date: _____

General Terms and Conditions

1. WORKING HOURS

Unless otherwise stated, all labor and services under this Agreement will be performed during the hours of 8:00 a.m. - 4:30 p.m. local time Monday through Friday, excluding federal holidays. If for any reason Customer requests Honeywell to furnish any such labor or services outside of the hours of 8:00 a.m. - 4:30 p.m. local time Monday through Friday (or on federal holidays), any overtime or other additional expense occasioned thereby, such as repairs or material costs not included in this Agreement, shall be billed to and paid by Customer.

2. TAXES

2.1 Customer agrees to pay the amount of any new or increased taxes or governmental charges upon labor or the production, shipment, sale, installation, or use of equipment or software which become effective after the date of this Agreement. If Customer claims any such taxes do not apply to transactions covered by this Agreement, Customer shall provide Honeywell with a tax exemption certificate acceptable to the applicable taxing authorities.

2.2 **Tax-Related Cooperation.** Customer agrees to execute any documents and to provide additional reasonable cooperation to Honeywell related to Honeywell tax filings under Internal Revenue Code Section 179D. Honeywell will be designated the sole Section 179D beneficiary.

3. PROPRIETARY INFORMATION

3.1 All proprietary information (as defined herein) obtained by Customer from Honeywell in connection with this Agreement shall remain the property of Honeywell, and Customer shall not divulge such information to any third party without prior written consent of Honeywell. As used herein, the term "proprietary information" shall mean written information (or oral information reduced to writing), or information in machine-readable form, including but not limited to software supplied to Customer hereunder which Honeywell deems proprietary or confidential and characterizes as proprietary at the time of disclosure to Customer by marking or labeling the same "Proprietary", "Confidential", or "Sensitive". The Customer shall incur no obligations hereunder with respect to proprietary information which: (a) was in the Customer's possession or was known to the Customer prior to its receipt from Honeywell; (b) is independently developed by the Customer without the utilization of such confidential information of Honeywell; (c) is or becomes public knowledge through no fault of the Customer; (d) is or becomes available to the Customer from a source other than Honeywell; (e) is or becomes available on an unrestricted basis to a third party from Honeywell or from someone acting under its control; (f) is received by Customer after notification to Honeywell that the Customer will not accept any further information.

3.2 Customer agrees that Honeywell may use nonproprietary information pertaining to the Agreement, and the work performed under the Agreement, for press releases, case studies, data analysis, promotional purposes, and other similar documents or statements to be publicly released. Honeywell may, during and after the Term of this Agreement, compile and use, and disseminate in anonymous and aggregated form, all data and information related to building optimization and energy usage obtained in connection with this Agreement. The rights and obligations in this Section 3 shall survive termination or expiration of this Agreement.

4. INSURANCE OBLIGATIONS

4.1 Honeywell shall, at its own expense, carry and maintain in force at all times from the effective date of the Agreement through final completion of the work the following insurance. It is agreed, however, that Honeywell has the right to insure or self-insure any of the insurance coverages listed below:

- (a) **Commercial General Liability Insurance to include contractual liability, products/completed operations liability with a combined single limit of USD \$2,000,000 per occurrence. Such policy will be written on an occurrence form basis;**
- (b) If automobiles are used in the execution of the Agreement, Automobile Liability Insurance with a minimum combined single limit of USD \$2,000,000 per occurrence. Coverage will include all owned, leased, non-owned and hired vehicles.
- (c) Where applicable, "All Risk" Property Insurance, including Builder's Risk insurance, for physical damage to property which is assumed in the Agreement.
- (d) **Workers' Compensation Insurance Coverage A - Statutory limits and Coverage B-Employer's Liability Insurance with limits of USD \$1,000,000 for bodily injury each accident or disease.**

Honeywell will not issue coverage on a per project basis.

4.2 Prior to the commencement of the Agreement, Honeywell will furnish evidence of said insurance coverage in the form of a Memorandum of Insurance which is accessible at: <http://honeywell.com/sites/moi/>. All insurance required in this Section 4 will be written by companies with a rating of no less than "A-, XII" by A.M. Best or equivalent rating agency. Honeywell will endeavor to provide a thirty (30) day notice of cancellation or non-renewal to the Customer. In the event that a self-insured program is implemented, Honeywell will provide adequate proof of financial responsibility.

5. HAZARDOUS SUBSTANCES, MOLD AND UNSAFE WORKING CONDITIONS

5.1 Customer has not observed or received notice from any source (formal or informal) of, nor is it aware of: (a) Hazardous Substances or Mold, either airborne or on or within the walls, floors, ceilings, heating, ventilation and air conditioning systems, plumbing systems, structure, and other components of the Site, or within furniture, fixtures, equipment, containers or pipelines in a Site; or (b) conditions that might cause or promote accumulation, concentration, growth or dispersion of Hazardous Substances or Mold on or within such locations.

5.2 Honeywell is not responsible for determining whether any equipment or the temperature, humidity and ventilation settings used by Customer, are appropriate for Customer and the Site except as specifically provided in an attached Work Scope Document.

5.3 If any such materials, situations or conditions, whether disclosed or not, are discovered by Honeywell or others and provide an unsafe condition for the performance of the work or Services, the discovery of the condition shall constitute a cause beyond Honeywell's reasonable control and Honeywell shall have the right to cease the work or Services until the area has been made safe by Customer or Customer's representative, at Customer's expense. Honeywell shall have the right to terminate this Agreement if Customer has not fully remediated the unsafe condition within sixty (60) days of discovery.

5.4 Customer represents that Customer has not retained Honeywell to discover, inspect, investigate, identify, be responsible for, prevent or remediate Hazardous Substances or Mold or conditions caused by Hazardous Substances or Mold. Honeywell shall have no duty, obligation or liability, all of which Customer expressly waives, for any damage or claim, whether known or unknown, including but not limited to property damage, personal injury, loss of income, emotional distress, death, loss of use, loss of value, adverse health effect or any special, consequential, punitive, exemplary or other damages, regardless of whether such damages may be caused by or otherwise associated with defects in the Work, in whole or in part due to or arising from any investigation, testing, analysis, monitoring, cleaning, removal, disposal, abatement, remediation, decontamination, repair, replacement, relocation, loss of use of building, or equipment and systems, or personal injury, death or disease in any way associated with Hazardous Substances or Mold.

6. WARRANTY

6.1 Honeywell will replace or repair any product Honeywell provides under this Agreement that fails within the warranty period of one (1) year because of defective workmanship or materials, except to the extent the failure results from Customer negligence, fire, lightning, water damage, or any other cause beyond the control of Honeywell. This warranty is effective as of the date of Customer acceptance of the product or the date Customer begins beneficial use of the product, whichever occurs first, and shall terminate and expire one (1) year after such effective date. Honeywell's sole obligation, and Customer's sole remedy, under this warranty is repair or replacement, at Honeywell's election, of the applicable defective products within the one (1) year warranty period. All products repaired or replaced, if any, are warranted only for the remaining and unexpired portion of the original one (1) year warranty period.

6.2 EXCEPT AS EXPRESSLY PROVIDED IN SECTION 6.1, HONEYWELL MAKES NO REPRESENTATIONS OR WARRANTIES, WHETHER WRITTEN, EXPRESS, IMPLIED, STATUTORY OR OTHERWISE, AND HEREBY DISCLAIMS ALL REPRESENTATIONS AND WARRANTIES, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSE AND ANY AND ALL WARRANTIES REGARDING HAZARDOUS SUBSTANCES OR MOLD. NO EXTENSION OF THIS WARRANTY WILL BE BINDING UPON HONEYWELL UNLESS SET FORTH IN WRITING AND SIGNED BY HONEYWELL'S AUTHORIZED REPRESENTATIVE.

7. INDEMNITY

Customer agrees to indemnify, defend and hold harmless Honeywell and its officers, directors, employees, affiliates and agents (each, an "indemnitee") from and against any and all actions, lawsuits, losses, damages, liabilities, claims, costs and expenses (including, without limitation, reasonable attorneys' fees) caused by, arising out of or relating to Customer's breach or alleged breach of this Agreement or the negligence or willful misconduct (or alleged negligence or willful misconduct) of Customer or any other person under Customer's control or for whom Customer is responsible. **WITHOUT LIMITING THE FOREGOING, TO THE FULLEST EXTENT ALLOWED BY LAW, CUSTOMER SHALL INDEMNIFY AND HOLD HONEYWELL AND EACH OTHER INDEMNITEE HARMLESS FROM AND AGAINST ANY AND ALL CLAIMS AND COSTS OF WHATEVER NATURE, INCLUDING BUT NOT LIMITED TO, CONSULTANTS' AND ATTORNEYS' FEES, DAMAGES FOR BODILY INJURY AND PROPERTY DAMAGE, FINES, PENALTIES, CLEANUP COSTS AND COSTS ASSOCIATED WITH DELAY OR WORK STOPPAGE, THAT IN ANY WAY RESULTS FROM OR ARISES UNDER THE BREACH OF THE REPRESENTATIONS AND WARRANTIES OF CUSTOMER IN SECTION 5, THE EXISTENCE OF MOLD OR A HAZARDOUS SUBSTANCE AT A SITE, OR THE OCCURRENCE OR EXISTENCE OF THE SITUATIONS OR CONDITIONS DESCRIBED IN SECTION 5, WHETHER OR NOT CUSTOMER PROVIDES HONEYWELL ADVANCE NOTICE OF THE EXISTENCE OR OCCURRENCE AND REGARDLESS OF WHEN THE HAZARDOUS SUBSTANCE OR OCCURRENCE IS DISCOVERED OR OCCURS.** Customer may not enter into any settlement or consent to any judgment without the prior written approval of each indemnitee. This Section 7 shall survive termination or expiration of this Agreement for any reason.

8. LIMITATION OF LIABILITY

NOTWITHSTANDING ANY OTHER PROVISION OF THIS AGREEMENT, (I) IN NO EVENT WILL HONEYWELL BE LIABLE FOR ANY INCIDENTAL, CONSEQUENTIAL, SPECIAL, PUNITIVE, EXEMPLARY, STATUTORY, OR INDIRECT DAMAGES, LOSS OF PROFITS, REVENUES, OR USE, OR THE LOSS OR CORRUPTION OF DATA OR UNAUTHORIZED ACCESS TO OR USE OR MISAPPROPRIATION OF DATA BY THIRD PARTIES, EVEN IF INFORMED OF THE POSSIBILITY OF ANY OF THE FOREGOING, AND (II) THE AGGREGATE LIABILITY OF HONEYWELL FOR ANY CLAIMS ARISING OUT OF OR RELATED TO THIS AGREEMENT WILL IN NO CASE EXCEED THE PRICE. TO THE EXTENT PERMITTED BY APPLICABLE LAW, THESE LIMITATIONS AND EXCLUSIONS WILL APPLY WHETHER LIABILITY ARISES FROM BREACH OF CONTRACT, INDEMNITY, WARRANTY, TORT, OPERATION OF LAW, OR OTHERWISE.

9. EXCUSABLE DELAYS

Honeywell shall not be liable for damages caused by delay or interruption in Services due to fire, flood, corrosive substances in the air, strike, lockout, dispute with workmen, inability to obtain material or services, commotion, war, acts of God, the presence of Hazardous Substances or Mold, or any other cause beyond Honeywell's reasonable control. Should any part of the system or any Equipment be damaged by fire, water, lightning, acts of God, the presence of Hazardous Substances or Mold, third parties, or any other cause beyond the control of Honeywell, any repairs or replacement shall be paid for by Customer. In the event of any such delay, date of shipment or performance shall be extended by a period equal to the time lost by reason of such delay, and Honeywell shall be entitled to recover from Customer its reasonable costs, overhead, and profit arising from such delay.

10. PATENT INDEMNITY

10.1 Honeywell shall, at its expense, defend or, at its option, settle any suit that may be instituted against Customer for alleged infringement of any United States patents related to the hardware or software manufactured and provided by Honeywell under this Agreement ("the equipment"), provided that a) such alleged infringement consists only in the use of such equipment by itself and not as part of, or in combination with, any other devices, parts or software not provided by Honeywell hereunder, b) Customer gives Honeywell immediate notice in writing of any such suit and permits Honeywell, through counsel of its choice, to answer the charge of infringement and defend such suit, and c) Customer gives Honeywell all needed information, assistance and authority, at Honeywell's expense, to enable Honeywell to defend such suit.

10.2 If such a suit has occurred, or in Honeywell's opinion is likely to occur, Honeywell may, at its election and expense: a) obtain for Customer the right to continue using such equipment; b) replace, correct or modify it so that it is not infringing; or if neither a) or b) is feasible, then c) remove such equipment and grant Customer a credit therefore, as depreciated.

10.3 In the case of a final award of damages in any such suit, Honeywell will pay such award. Honeywell shall not, however, be responsible for any settlement made without its written consent.

10.4 THIS SECTION 10 STATES HONEYWELL'S TOTAL LIABILITY AND CUSTOMER'S SOLE REMEDY FOR ANY ACTUAL OR ALLEGED INFRINGEMENT OF ANY PATENT BY THE HARDWARE MANUFACTURED AND PROVIDED BY HONEYWELL HEREUNDER.

11. SOFTWARE LICENSE

All software provided in connection with this Agreement shall be licensed and not sold. The end user of the software will be required to sign a license agreement with provisions limiting use of the software to the equipment provided under these specifications, limiting copying, preserving confidentiality, and prohibiting transfer to a third party. Licenses of this type are standard for computer-based equipment of the type covered by this Agreement. Customer shall be expected to grant Honeywell access to the end user for purposes of obtaining the necessary software license.

12. DISPUTE RESOLUTION

With the exception of any controversy or claim arising out of or related to the installation, monitoring, and/or maintenance of fire and/or security systems, the Parties agree that any controversy or claim between Honeywell and Customer arising out of or relating to this Agreement, or the breach thereof, shall be settled by arbitration in a neutral venue, conducted in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association. Any award rendered by the arbitrator shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof. Any controversy or claim arising out of or related to the installation, monitoring, and/or maintenance of systems associated with security and/or the detection of, and/or reduction of risk of loss associated with fire shall be resolved in a court of competent jurisdiction.

13. ACCEPTANCE OF THE CONTRACT

This proposal and the pages attached shall become an Agreement upon signature above by Honeywell and Customer. The terms and conditions are expressly limited to the provisions hereof, including Honeywell's General Terms and Conditions attached hereto, notwithstanding receipt of, or acknowledgment by, Honeywell of any purchase order, specification, or other document issued by Customer. Any additional or different terms set forth or referenced in Customer's purchase order are hereby objected to by Honeywell and shall be deemed a material alteration of these terms and shall not be a part of any resulting order.

14. MISCELLANEOUS

14.1 This Agreement represents the entire Agreement between Customer and Honeywell for the Work described herein and supersedes all prior negotiations, representations or Agreements between the Parties related to the work described herein.

14.2 None of the provisions of this Agreement shall be modified, altered, changed or voided by any subsequent Purchase Order or other document unilaterally issued by Customer that relates to the subject matter of this Agreement. This Agreement may be amended only by written instrument signed by both Parties.

14.3 This Agreement shall be governed by the law of the State where the work is to be performed.

14.4 Any provision or part of this Agreement held to be void or unenforceable under any laws or regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Honeywell and Customer, who agree that this Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

14.5 Customer may not assign its rights or delegate its obligations under this Agreement, in whole or in part, without the prior written consent of Honeywell. Honeywell may assign its right to receive payment to a third party.

15. TERMS OF PAYMENT

Subject to Honeywell's approval of Customer's credit, payment terms are as follows:

Progress Payments - Honeywell will invoice at least monthly for all materials delivered to the job site or to an off-site storage facility and for all installation, labor, and services performed, both on and off the job site. Customer agrees to pay the full amounts invoiced, less retainage, upon receipt of the invoice at the address specified by the Customer. Invoices not paid within thirty (30) days of the invoice date are past due and accrue interest from the invoice date to the date of payment at the rate of one percent (1%) per month, compounded monthly, or the highest legal rate then allowed.

Retainage - Customer shall not withhold, as retainage, a greater percentage than is withheld from Customer under a prime contract, if applicable. Customer shall pay all retainage to Honeywell within 30 days after Honeywell's work is substantially complete.

Suspension of work - If Honeywell, having performed work per Agreement requirements, does not receive payment within thirty (30) days after submission of a Honeywell invoice, Honeywell may suspend work until Customer provides remedy.

16. WORK BY OTHERS

16.1 Unless otherwise indicated, the following items are to be furnished and installed by others: electric wiring and accessories, all in-line devices (including but not limited to flow tubes, hand valves, orifice plates, orifice flanges, etc.), pipe and pipe penetrations including flanges for mounting pressure and level transmitters, temperature sensors, vacuum breakers, gauge glasses, water columns, equipment foundations, riggings, steam tracings, and all other items and work of like nature. Automatic valve bodies and dampers furnished by Honeywell are to be installed by others.

16.2 Services Honeywell will provide under this Agreement specifically exclude professional services which constitute the practice of architecture or engineering unless specifically set forth in the Scope of Work. Customer or Owner will specify all performance and design criteria that Honeywell will follow in performing Work under this Agreement. If professional design services or certifications by a design professional related to systems, materials, or equipment is required, such services and certifications are the responsibility of others. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Honeywell and its agents and employees from and against any and all claims, damages, losses and expenses, including but not limited to attorneys' fees, that in any way result from or arise under breach of the representations in this Section 16. This indemnification shall survive termination of this Agreement for whatever reason. Nothing in this Section 16 shall be construed to require that Customer indemnify and hold harmless Honeywell from claims and costs resulting from Honeywell's negligent actions or willful misconduct.

17. DELIVERY

Delivery of equipment not agreed on the face hereof to be installed by or with the assistance of Honeywell shall be F.O.B. at Honeywell's factory, warehouse, or office selected by Honeywell. Delivery of equipment agreed on the face hereof to be installed by or with the assistance of Honeywell shall be C.I.F. at site of installation.

18. DAMAGE OR LOSS

Honeywell shall not be liable for damage to or loss of equipment and software after delivery to destination determined by this Agreement or any applicable prime contract. If thereafter, and prior to payment in full to Honeywell by Customer, any such equipment or software is damaged or destroyed by any cause whatsoever, other than by the fault of Honeywell, the Customer agrees promptly to pay or reimburse Honeywell for such loss.

19. TERMINATION

19.1 By Customer. Customer may terminate this Agreement for cause if Honeywell defaults in the performance of any material term of this Agreement, or fails or neglects to carry forward the Work in accordance with this Agreement, after giving Honeywell written notice of its intent to terminate. If Honeywell has not, within seven (7) business days after receipt of such notice, acted to remedy and make good such deficiencies, Customer may terminate this Agreement and take possession of the site together with all materials thereon, and move to complete the Work itself expeditiously. Upon request of Honeywell, Customer will furnish to Honeywell a detailed accounting of the costs incurred by Customer in finishing the Work. If the unpaid balance of the contract price exceeds the expense of finishing the Work, the excess shall be paid to Honeywell, but if the expense exceeds the unpaid balance, Honeywell shall pay the difference to Customer.

19.2 By Honeywell. Honeywell may terminate this Agreement for cause (including, but not limited to, Customer's failure to make payments as agreed herein) after giving Customer written notice of its intent to terminate. If, within seven (7) days following receipt of such notice, Customer fails to make the payments then due, or otherwise fails to cure or perform its obligations, Honeywell may, by written notice to Customer, terminate this Agreement and recover from Customer payment for Work executed and for losses sustained for materials, tools, construction equipment and machinery, including but not limited to, reasonable overhead, profit and applicable damages.

20. CHANGES IN THE WORK

20.1 A Change Order is a written order signed by Customer and Honeywell authorizing a change in the Work or adjustment in the price or a change to the schedule.

20.2 Customer may request Honeywell to submit proposals for changes in the Work, subject to acceptance by Honeywell. If Customer chooses to proceed, such changes in the Work will be authorized by a Change Order. Unless otherwise specifically agreed to in writing by both parties, if Honeywell submits a proposal pursuant to such request but Customer chooses not to proceed, Customer shall issue a Change Order to reimburse Honeywell for any and all costs incurred in preparing the proposal.

20.3 Honeywell may make a written request to Customer to modify this Agreement based on the receipt of, or the discovery of, information that that Honeywell believes will cause a change to the scope, price, schedule, level of performance, or other facet of the Agreement. Honeywell will submit its request to Customer within a reasonable time after receipt of, or the discovery of, information that Honeywell believes will cause a change to the scope, price, schedule, level of performance, or other facet of the Agreement. This request shall be submitted by Honeywell before proceeding to execute the Work, except in an emergency endangering life or property, in which case Honeywell shall have the authority to act, in its discretion, to prevent threatened damage, injury or loss. Honeywell's request will include information necessary to substantiate the effect of the change and any impacts to the Work, including any change in schedule or contract price. If Honeywell's request is acceptable to Customer, Customer will issue a Change Order consistent therewith. If Customer and Honeywell cannot agree on the amount of the adjustment in the Price, or the Schedule, it shall be determined pursuant to the Dispute Resolution provisions of this Agreement. Any change in the Price or the Schedule resulting from such claim shall be authorized by Change Order.

21. ACCEPTANCE OF THE WORK

Upon receipt of notice by Honeywell that the Work is ready for final inspection and acceptance, Customer will make such final inspection and issue acceptance within three (3) business days. Acceptance will be in a form provided by Honeywell, stating that to the best of Customer's knowledge, information and belief, and on the basis of Customer's on-site visits and inspections, the Work has been fully completed in accordance with the terms and conditions of this Agreement. If Customer finds the Work unacceptable due to non-compliance with a material element of this Agreement, which non-compliance is due solely to the fault of Honeywell, Customer will notify Honeywell in writing within the three (3) business days setting forth the specific reasons for non-acceptance. Customer agrees that failure to inspect and/or failure to issue proper notice of non-acceptance within three (3) business days shall constitute final acceptance of the Work under this Agreement. Customer further agrees that partial or beneficial use of the Work by Customer or Owner prior to final inspection and acceptance will constitute acceptance of the Work under this Agreement. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Honeywell and its agents and employees from and against any and all claims, damages, losses and expenses, including but not limited to attorneys' fees, that in any way result from or arise under breach of the representations in this Section 21. This indemnification shall survive termination of this Agreement for whatever reason. Nothing in this Section 21 shall be construed to require that Customer indemnify and hold harmless Honeywell from claims and costs resulting from Honeywell's negligent actions or willful misconduct.

22. DEFINITIONS

22.1 "Hazardous substance" includes all of the following, and any by-product of or from any of the following, whether naturally occurring or manufactured, in quantities, conditions or concentrations that have, are alleged to have, or are believed to have an adverse effect on human health, habitability of a Site, or the environment: (a) any dangerous, hazardous or toxic pollutant, contaminant, chemical, material or substance defined as hazardous or toxic or as a pollutant or contaminant under state or federal law, and (b) any petroleum product, nuclear fuel or material, carcinogen, asbestos, urea formaldehyde, foamed-in-place insulation, polychlorinated biphenyl (PCBs), and (c) any other chemical or biological material or organism, that has, is alleged to have, or is believed to have an adverse effect on human health, habitability of a Site, or the environment.

22.2 "Mold" means any type or form of fungus or biological material or agent, including mold, mildew, moisture, yeast and mushrooms, and any mycotoxins, spores, scents, or by-products produced or released by any of the foregoing. This includes any related or any such conditions caused by third parties.

22.3 "Covered Equipment" means the equipment covered by the Services to be performed by Honeywell under this Agreement, and is limited to the equipment included in the respective work scope attachments.

PROPOSAL OF SERVICES



Prepared for:

Prospect Heights School District 23

Your WOW! Strategic Account Executive

Kelly Locke, Kelly.locke@wowinc.com, 517-319-3115

January 29, 2019

WOWbusiness™
Internet • Voice • Data • Cloud

Thank You

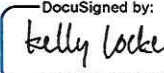
Thank you for allowing WOW! Business Solutions the opportunity to provide Prospect Heights School District 23 with a complete communications service solution in response to the 470 # 190012256. We are convinced that, once you've reviewed this material, you will agree that a relationship with WOW! will fulfill every need and exceed all expectations.

Please realize that, in entering into a relationship with WOW!, you will become a part of one of the most technologically advanced fiber optic networks in the area, and you will receive a level of personalized customer service that is unique in the industry. You will have unprecedented access to your own personal team of engineers, 24 hours a day, seven days a week. Your team will consist of an account manager, a telephone engineer and a data engineer. If the need arises, one phone call will alert your team and result in immediate response and a quick resolution to any discrepancies.

We realize that communications technologies are some of the most important tools that allow Prospect Heights School District 23 to perform business functions on a daily basis. We also know that we must earn your trust through providing consistently reliable connections allowing for a constant, uninterrupted flow of communication and information. Please feel confident in placing your trust in WOW! We will not only earn it, we will maintain it to the ultimate degree with our dependable, state-of-the-art communications network, and our unmatched customer service.

Again, thank you for allowing WOW! Business Solutions the opportunity to be your communications services provider. We hope you will allow us to earn your trust and will join us in a long-term, mutually beneficial relationship. Please review the following information packet that details our service delivery methods as well as our emphasis on service and reliability. Once you have reviewed the packet please feel free to contact us with any questions you may have.

Thank you,

DocuSigned by:

1C06221EF6064F5...

WOW! Business Solutions

Kelly Locke, Strategic Account Executive

Kelly.locke@wowinc.com
517-319-3115

WOW! Company Overview

WOW! is proud to serve a number of communities in the Midwest and Southeast. We started out in 1996 delivering cable TV service in Illinois, Michigan, Ohio and Indiana, and have since added the services that our customers need. Today we offer Ethernet, digital cable, HDTV, DVRs, high-speed Internet, and local and long-distance phone service. In 2012, WOW! acquired Knology, Inc. and began serving customers in Tennessee, Alabama, Georgia, South Carolina, Florida, Kansas, South Dakota, Minnesota and Iowa. We continue to listen to our customers and have plans to offer more exciting services in the future.

WOW! is privately owned by Avista Capital Partners and Crestview Capital. With corporate offices in Denver, WOW! has assembled a diverse and experienced management team. This team and all WOW! employees share a passion for doing things right and delighting our customers with friendly, quality service and affordable prices. Together, we are focused on building a culture at WOW! that is founded on five core values. These values are at the heart of what drives us to do our best for all of our customers.

The most important factors for Prospect Heights School District 23 to consider when choosing communication services are Service, Reliability, and Price. These are the facets that define “value”. WOW! provides service throughout the Midwest and Southeastern United States. We have been providing mission critical communication services to our business customers throughout our markets for over 10 years. Thanks to the support of our customers and the efforts of our team members, WOW! recently received J.D. Power Award recognition for best phone, Internet and cable company—we take servicing all of our customers very seriously.

WOW! has consistently provided the best “value” in communications services to not only the neighboring businesses, but as well, numerous Enterprise level companies with absolute critical reliability needs. Other provider’s twisted pair copper technology can not provide the level of reliability and service inherent in the fiber solution being proposed by WOW!.

We encourage you to also consider the following WOW! Business Solutions advantages:

- **Flexibility:** WOW! is able to provide the most robust solution that addresses Prospect Heights School District 23 needs for reliability/redundancy.
- **WOW! Platinum Service Team** for immediate access to your professional support team.
- **Value:** WOW offers all of the above with very competitive pricing.

Financial Stability

Full financial statements are available for review upon request

WideOpenWest Networks (WOW) offers voice, data, and video services in 13 states in the upper Midwest, Midwest, and Southeast regions of the U.S. WOW's network reaches over 2.8 million consumer and business customers. With over \$1Billion in annual revenues, WOW is among the top 10 broadband providers in the U.S.

WOW's path to the top 10 is actually a tale of two companies combining to become one of the premier broadband operators in the industry. WOW began operations in 2001, when it acquired the video assets of Ameritech in Ohio, Michigan, Indiana, and Illinois. WOW's executive team launched the company with the expectation of delivering a customer experience that lived up to its name, WOW! This meant delivering the highest quality video, voice, and data services with unparalleled service. WOW has executed this mission to great acclaim, steadily gaining customers, revenues, and 17 JD Power and Associates Service Awards in 12 years. Consumer Reports also named WOW the #1 cable and internet provider three years in a row, in 2009, 2010, 2011, and most recently in 2012. In 2011, WOW's revenues exceeded \$600M.

At the same time that WOW entered the market in 2001, Knology was another broadband provider on the rise, delivering video, data, and voice services throughout the southeast. Knology was formed as Interstate Valley Telephone Company (IVT) in 1896 to provide local telephone service to rural, western Georgia. A century later, IVT's investors took advantage of increasing deregulation in the communications industry and launched a number of broadband, long haul fiber, wireless, and Internet companies. These included such marque companies as Knology, DeltaCom, Intercall, Mindspring, and Powertel. IVT ultimately sold many of these companies and used the profits to build Knology's expansive broadband network and acquire more properties. In 2003, Knology became publicly traded. Shortly thereafter, as IVT celebrated its 110th year of continuous service, the Knology board elected to roll the original ILEC telephone operations into Knology. By 2011, Knology's annual revenues reached nearly \$500M.

In 2012, WOW and Knology merged to create one of the most unique service providers in the industry. With both company's networks rooted in over 100 years of ILEC telephone operations, the combined company is able to offer consumer, commercial, and wholesale services across one of the most stable, robust, and carrier-class networks in the nation. At the same time, the combined company brings all of the flexibility, innovation, and service that customers demand from today's 21st century broadband providers.

In 2013 WOW! acquired the Columbus, OH data center, cloud, and fiber assets of cloud service provider Bluemile. This acquisition marks WOW!'s entry into the cloud



PROPOSAL OF SERVICES



infrastructure space and significantly added to the company's data center portfolio. It enabled WOW! to offer enhanced data center services such as disaster recovery, cloud backup, managed security, and cloud computing to small and enterprise businesses across the company's footprint.

In 2014 WOW! added the Anne Arundel County, MD service area to its footprint through a majority ownership interest in Broadstripe. Broadstripe is a Millersville-based cable operator that had been servicing the local residential market for more than 20 years. WOW! has become the operator of business services in this market while Broadstripe will continue to serve residential customers. This presents WOW! with market opportunity in a key strategic state for the company. WOW! will be offering SMB, enterprise, telecommunication carriers, and government customers a variety of communications and cloud services delivered over the 200+ mile coaxial and fiber-optic network.

In 2015 WOW! received a \$125 million investment from New York-based private-equity firm Crestview Partners. Crestview also received a stake in that deal which values WOW! at nearly \$4 billion. WOW!'s annual revenues that year were \$1.2 billion.

In 2017 WOW! launched its IPO. WOW! shares are now trading on the New York Stock Exchange.

WOW! Network Advantage

WOW! operates more than 40,000 miles of local and carrier-neutral network that is delivered on our own privately-owned network. With network interfaces in major markets, multiple peering points and a high capacity backbone, you can depend on WOW! for reliable connectivity and extreme availability

Flexibility

- WOW! is able to offer custom tailored products to fit your current and future business needs such as:
 - Ethernet
 - PRI and SIP Services
 - Cloud Services
 - Internet Services
 - Hosted Voice Services
- Optical Network Solutions:
 - Offers you the ability to have multiple locations communicate with each other using a pure Ethernet solution over optical transport that connects your LANs within the same metropolitan area while supporting your many different types of business applications.
 - WOW! provides you with scalable optical service. This service provides flexible bandwidth options, from 1Mbps to 100 Gbs, to help you meet your growing Ethernet application needs.
 - WOW!'s Optical Network supports many transport data and WOW! utilizes physical and virtual connections to satisfy your specific business needs.

Technical Support

Prospect Heights School District 23 Service Designation

The WOW! Business Solutions team consists of experienced professionals that will be dedicated to Prospect Heights School District 23's needs. These professionals are located in the Illinois offices. The team consists of Business Solution Advocates, Sales Engineers, Commercial Technicians, Switch Engineers and Technical Specialists.

Prospect Heights School District 23 has received designation as a WOW! Platinum Client. Platinum Clients are given direct access to our Network Operations Center for technical issues. They are also given a technical escalation list which includes the telephone numbers for senior management.

Our Commercial Business Support Center, located in Colorado, is available to provide additional technical and billing support. This ensures Prospect Heights School District 23 is always dealing with a knowledgeable support team member that knows your business.

The Commercial Business Support Center is separate from the Residential Call Center due to the unique and priority needs of Commercial Clients.

Local Illinois Account Team

- Kelly Locke Strategic Account Executive, 517-319-3115
- Lawrence Brooks Telephony and Data Sales Engineer, 630-453-2009
- Gary Grishkevich Strategic Account Manager, 614-948-4644
- Gina Gasperini Mgr of Account Management, 630-803-9667

Platinum Preferred Service

- Direct access to the Network Operations Center via dedicated hotline
- Proactive network monitoring 24/7
- Technical escalation contact list to insure responsiveness

E-Rate Support

WOW! Business has a successful history of working with schools and libraries the receive funding under the E-Rate program. WOW! Business provides services indicated in this proposal under the following SPIN:

SPIN: 143013277
Service Provider Name: Sigecom, LLC
Doing Business As: DBA WOW Business Solutions
Authorized contacts:

Bobby Ann McCollough
Regulatory Compliance Administrator - USAC
Programs
1241 O. G. Skinner Drive
West Point, GA 31833
706645-9771

Form 499 Filer: Yes
SPAC Filed: 2003-2017

Examples of Illinois E-Rate filings for 143013277 in 2017:

- PALOS COMM CONS SCH DIST 118
- PARK RDG COMM CONS SCH DIST 64
- PROSPECT HEIGHTS SCHOOL DISTRICT 23
- Nkrumah Academy
- Central Community Unit School District 301
- Mannheim School District 83

Solution overview:

WOW! Business is proposing to provide 500 Mbps – 10 Gbps Dedicated Internet Access at ANNE SULLIVAN ELEM SCHOOL as well as 500 Mbps – 10 Gbps Ethernet service connecting 2 sites. The service is provided via existing WOW-owned fiber. This is a layer-2 Ethernet hand-off (fiber or coax). Proposed service delivery after July 1, 2019.

Serviceable sites (please see attached pricing sheet for details):

- ANNE SULLIVAN ELEM SCHOOL
- 500 Mbps – 10 Gbps Dedicated Internet Access
- 500 Mbps Ethernet – 10 Gbps Ethernet

- DWIGHT D EISENHOWER ELEM SCHOOL
- 500 Mbps Ethernet – 10 Gbps Ethernet
 - Static IP options (1) \$14.99 / month
 - \$21.99 Static IP (5 Usable)
 - \$40.99 Static IP (13)
 - \$74.99 Static IP (29)
 - \$149.99 Static IP (61)

References

Reference 1

Customer Name

**Park Ridge Community School
District #64**

Contact Name

**Park Ridge Community School
District #64**

Contact Address

Gorman Christian
164 S PROSPECT AVE, PARK
RIDGE, IL 60068

Contact Telephone Number

(847) 318-4244

Contact E-mail

gchristian@d64.org

Installation Date of Comparative
System

7-28-16

Description of Comparative
Systems – include information
on number of locations, time
frame of completion, applications
implemented, etc.

Dedicated Internet Access (1
Gbps) delivered over WOW-
owned fiber to 8101 N
Cumberland AVE.

Reference 2

Customer Name

**Prospect Heights School
District #23**

Contact Name

**Prospect Heights School
District #23**

Contact Address

Yianni Bertzos
700 N. Schoenbeck Road,
Prospect Heights, IL 60070

Contact Telephone Number

[847-870-5557](tel:847-870-5557)

Contact E-mail

ybertzos@d23.org

Installation Date of Comparative
System

7-30-2014

Description of Comparative
Systems – include information
on number of locations, time
frame of completion, applications
implemented, etc.

2 Locations constructed over
WOW-owned fiber. 1000Mbps
Dedicated Internet delivered to
700 N Schoenbeck and 500M
Metro Ethernet private line to
Eisenhower1 N Schoenbeck.



PROPOSAL OF SERVICES

Reference 3

Customer Name
Contact Name
Contact Address

Contact Telephone Number
Contact E-mail
Installation Date of Comparative
System

Description of Comparative
Systems – include information
on number of locations, time
frame of completion, applications
implemented, etc.

Palos Park School District 118

Palos Park School District 118
Scott Fox
8800 W 119th St, Palos Park, IL
60464
(708) 448-4800
sfox@palos118.org
7-29-16

300 Mbps Dedicated Internet
access delivered via WOW-
owned fiber to 12700 S. 104th
Ave.

Reference 4

Customer Name

Contact Name
Contact Address
Contact Telephone Number
Contact E-mail
Installation Date of Comparative
System

Description of Comparative
Systems – include information
on number of locations, time
frame of completion, applications
implemented, etc.

Central Community Unit School District 301 Central Community Unit School District 301

Brian Tobin
225 Nesler Rd., Elgin, IL 60124
847-464-6005
brian.tobin@central301.net
1-6-2015

200 Mbps Dedicated Internet
access delivered via WOW-
owned fiber to 225 Nesler Rd.

Illinois Local Presence

- **Local sales offices (Schaumburg and Naperville)**
 - Additional technical offices and multiple WOW-owned head-end locations across the Chicago area
- **Local Network Operations Center in Naperville**
- **Local Support:**
 - This account will also have a dedicated Account Manager, Gary Grishkevich assigned to it. He will assist and escalate any trouble tickets, billing issues as necessary. The Manager of Account Management, Gina Gasperini is also available as an escalation contact. Gina and the commercial team (including Sales Engineers and executive management) are located at Schaumburg (1699 E Woodfield Rd., Schaumburg, IL 60172).
- **Experience**
 - WOW has a significant commercial customer base, including school districts, government, higher education and healthcare. WOW is also in the process of a multi-year project for a major carrier, deploying over 1,000 dark fiber sites in Chicago.
 - WOW already serves many residential and commercial customers in Oak Forest today via our existing network. These sites include critical city departments and commercial businesses.

PROPOSAL OF SERVICES

Support

- For the fiber side, WOW has 21 System Technicians in 4 Chicago-area offices that rotate on a weekly 24 hour on-call schedule as well as 4 dedicated fiber technicians who are all on 24 hour on-call status. WOW also has 4 fiber support contract companies we use for installation and restoration if needed.
- For “lit” services, these customers are supported by advanced technicians that support business customers only. The primary NOC for WOW is located in Naperville.
- Accounts are supported by a local presence. WOW has the spare equipment in market and manpower and trucks to respond quickly to any network issues.



PROPOSAL OF SERVICES



Proposal Summary

Thank you again for allowing us the opportunity to review Prospect Heights School District 23's total communications services. Be assured that we will do everything within our power to exceed your expectations.

To reiterate, once you have decided to partner with WOW!, you will have access to a team of specialists whose sole purpose is to serve your needs in a timely and efficient manner.

After you have reviewed this material should you have any questions or require further clarification please feel free to call me with any questions.

We look forward building upon our partnership and to serving your total communications requirements in the near future.

Sincerely,

DocuSigned by:

1C06221EF6064F5...

Kelly Locke

Strategic Account Executive
Kelly.locke@wowinc.com
517-319-3115



Whether you need a single point connection or to reach a distributed network, WOW! delivers the services and options you need to keep your applications running and users satisfied. Choose WOW! to extend your network, add capacity or replace legacy technology with an SLA-backed solution that makes both your network systems and IT team run smoothly. With WOW! Ethernet you get:

Scalability - Increase bandwidth from 5Mbps to 10Gbps to meet your needs without impacting your day to day operation

Response Management - Stay on top of network activity with insight into network performance and access to our Tier 3 customer support team.

Locally Owned Network - Local services are delivered on WOW's owned network, assuring better network visibility, issue resolution, and less down time in addition to ILEC diversity options.

Network Reliability - Built on state of the art MPLS network platform and strong industry SLAs.

WOW! Business Ethernet

Powerful. Flexible. Dependable.

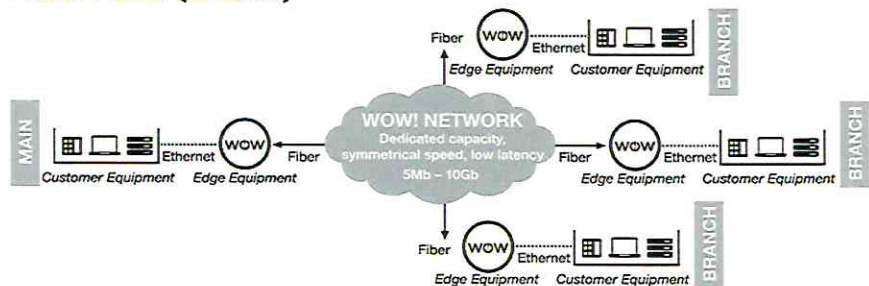
When bandwidth and performance are important, an Ethernet connection from WOW! keeps your business running. WOW! Ethernet provides the connectivity your network needs with the assurance of solid network management.

Point-to-Point (E-Line)



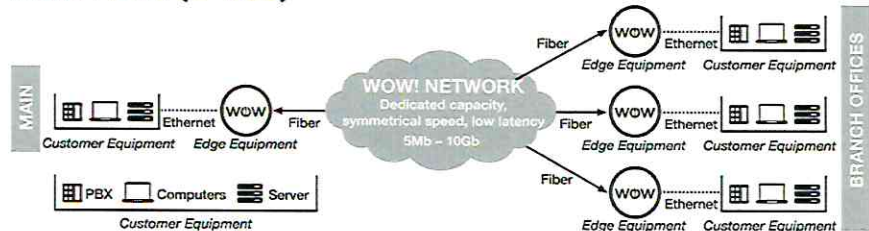
Receive a connection between two locations so your critical data can be shared quickly and securely. With our secure fiber optic network, you are ensured a stable, reliable connection.

Multi-Point (E-LAN)



Create a private network to connect all of your business locations to each other. Regardless of how many locations you have or how complex your needs are, our multi-location options remove barriers of geography, bringing your offices together to form a single business.

Multi-Point (E-Tree)



Our fully scalable network allows you to connect your headquarter location with your remote locations based on a single to multi-point configurations. Our Classes of Service allow for priority routing to meet your application demands and business requirements.

Ethernet Services Technical Description

Overall Description:

WOW! Ethernet Service enables customers to connect physically distributed locations across a Metropolitan Area Network (MAN), within a state or across state lines into other WOW! markets where services are available. The service provides VLAN and CoS transparency enabling customers to implement their own VLANs without any coordination with WOW! The service is offered with 5Mbps, 10 Mbps, 100 Mbps or 1 Gbps Ethernet User-to-Network Interfaces (UNI) and is available in increments from 10Mbps to 1Gbps with 1 Gbps and 10 Gbps ENNI's available.

The WOW! Ethernet Network Service is MEF Compliant.



Section 1: Technical Specifications

1.1 Ethernet User-to-Network Interface. The service provides bidirectional, full duplex transmission of Ethernet frames using a standard IEEE 802.3 Ethernet interface (UNI). Table 1 lists the available UNI physical interfaces, their associated Committed Information Rate (CIR) bandwidth increments and the Committed Burst Sizes (CBS).

Table 1: Available UNI interface types and CBS values for different CIR Increments

UNI Speed	UNI Physical Interface	CIR Increments	CBS (bytes)
10 Mbps	10BaseT	10 Mbps	250,000
100 Mbps	100BaseT	10 Mbps	250,000
1 Gbps	1000BaseT or 1000BaseSX	100 Mbps	2,500,000

1.2 Maximum number of UNIs. The service supports up to (10) UNIs. Additional UNIs are considered on an Individual Case Basis (ICB).

1.3 Class of Service Option. WOW! Ethernet provides support for a single Class of Service (CoS) and support for Class of Service preservation per UNI.

Table 2: Class of Service Performance Objectives

Performance Objectives	Class of Service (CoS)
Latency (one way)	<15ms
Jitter	<4ms
Packet Loss	<1%
Network Availability	99.9%

1.4 CoS Identification and Marking WOW! shall pass all 802.1p markings received at the UNI and ENNI. Class of Service (CoS) preservation is supported and available on an individual case basis (ICB). Today WOW! provides one (1) class of service. In the future, we will provide four (4) classes of service queues.

1.5 Traffic Management. The WOW! network traffic-policing policies restrict traffic flows to the subscribed CIR for each service class. If the customer transmitted bandwidth rate for any CoS exceeds the subscription rate (CIR) and burst size (CBS), WOW! shall discard this traffic. For packets marked with a non-conformant CoS marking, the service will transmit them using the best effort service class without altering the customer's CoS markings.

1.6 MAC Addresses. WOW! supports up to 250 MAC addresses per UNI and up to 2500 MAC addresses per Ethernet Domain.

1.7 Maximum Frame Size. The service supports a Maximum Transmission Unit (MTU) packet size of 2000 bytes on the CALIX (742 GE, 762GX and 763GX-R) to support untagged or 802.1Q tagged packet sizes. Alcatel-Lucent devices (7210 SAS-M non-10G Equipment and the 7210 SAS_M 10G Equipment) supports jumbo frame sizes up to 9000 bytes. This can be requested on an Individual Case Basis (ICB).

1.8 VLAN Tag Preservation. The service supports IEEE 802.1Q VLAN-tagged customer packets. All customer VLAN IDs and priority code points (IEEE 802.1p) for CoS are transmitted and received unaltered by the service. Untagged packets are mapped to the native VLAN specified by customer. Customer may configure their own VLANs on their customer owned Customer Premise Equipment (CPE) without coordination with WOW! WOW! may reserve one VLAN for network management purposes.

1.9 Ethernet Service Frame Dispositions. Different types of Ethernet frames are processed differently by the service. Frames may pass unconditionally through the network or may be limited as in the case of broadcast, unknown unicast and multicast frames to ensure acceptable service performance. Unicast frames are delivered unconditionally. Multicast and broadcast are delivered conditionally.

1.10 Online Reporting. WOW! shall provide an innovative web 2.0 application that brings flexible and simplified management of operational and customer reporting. This tool enables a proactive performance-based approach to operational management of next generation services complimenting traditional but reactive fault-based systems while enabling service providers to focus on real time customer experience issues. The application sits across the WOW! Alcatel-Lucent and CALIX network, server and application reporting solutions and leverages the WOW! platform.

Section 2. Monitoring, Technical Support and Maintenance

2.1 Network Monitoring. WOW! shall monitor all WOW! Services purchased by a Customer on a 24x7x365 basis.

2.2 Technical Support. WOW! shall provide Customer with a toll-free trouble reporting telephone number to the Business NOC that operates on a 24x7x365 basis. The WOW! Wholesale team shall provide technical support to the Customer for service-related inquiries. Technical support will not offer consulting or advice on issues related to CPE not provided by WOW!
2.3 Escalation. Prior to installation, Customer shall receive an escalation list that outlines the different levels of support available. If Customer needs to escalate a trouble ticket, customers are to first contact our Wholesale Markets Support Specialist as identified on the escalation list. If the trouble is not rectified within the appropriate time frames, then Customer may contact a NOC Supervisor.

2.3 Maintenance. The WOW! standard maintenance window is Sunday to Saturday from 12:00am to 6:00am local time. Scheduled maintenance is performed during the maintenance window and will be coordinated between WOW! and Customer. WOW! shall provide Customer a minimum of five (5) days written notice for non-service impacting scheduled maintenance. WOW! provides a minimum of ten (10) days notice for service impacting planned maintenance. Emergency maintenance is performed as needed

Section 3. Service Level Objectives

WOW!Wholesale provides Service Level Objectives for the service, including network availability and mean time to repair. The service objectives are measured monthly from the WOW! point of demarcation.

3.1 Availability. Availability is a measurement of the percentage of total time that the service is operational when measured over a 30 day period. Service is considered "inoperative when either the following occurs: (i) there is a total loss of signal for the service (ii) output signal presented to the customer by WOW! does not conform to the technical specifications in Section 1.

3.3 Mean Time to Repair. Mean Time to Repair (MTTR) Length Mean Time to Repair will be determined using the following formula: $MTTR = (\text{Service Outage Time Hours} - \text{Scheduled Maintenance}) / \text{Outage Count}$ over a single calendar month.

Section 4. Customer Responsibilities

WOW! shall provide Customer CPE for provisioning its /Services and the delivery of the UNI. WOW! shall retain ownership and management responsibility for this CPE. As a result, the CPE must only be used for delivering WOW! Services, unless the Customer is purchasing the Services as a wholesaler. Customers are required to shape their egress traffic to the contracted CIR.

We will ask you for the following responsibilities related to the installation, support, and maintenance of the Service.

4.1 Our operating environment has temperatures of fifty-five (55) to eighty-five (85) degrees Fahrenheit. Humidity will not exceed beyond ninety (90) percent at eighty-five (85) degrees Fahrenheit.

4.2 We ask that you provide access to one (1) standard, freestanding, equipment cabinet at your facilities which will be no further than fifty feet from your router or switch interface. This cabinet is to be in a secure place for sufficient access.

4.3 We will need you to provide outside cable entry conduit(s), entry cable ground point, and internal building conduit to allow WOW! the ability to rod/rope a fiber optic cable to the point of demarcation.

4.4 Your help with locating and marking all private underground utilities (water, electric, etc.) along path of new underground placement not covered by utility companies would be great.

4.5 If you would be able to obtain 'right-of-way' entry easement for WOW! Facilities and equipment from property owners at each customer location, that will be most helpful.

4.6 Please provide access to the buildings and point of demarcation at each customer location to allow WOW! and its approved Contractors to install fiber for service installation. Provide access to each location for regular (8am - 5pm) and emergency (24 hour) service and maintenance of the WOW! equipment and facilities.

4.7 You will be responsible for coring of the building's outside wall and internal walls. Upon request, WOW! can perform this activity on an 'as needed' basis for an additional one-time fee.

4.8 We ask that you provide UPS AC power equipment, circuit sizing to be determined, if applicable.

4.9 Your help with providing, installing and maintaining a device that is capable of routing network traffic between the Service and the customer's Local Area Network (LAN) would be great.

4.10 An emergency local generator backup service, if applicable, would be helpful to have if available.

4.11 Please provide a technical point of contact (TPOC) for installation, service activation and any maintenance activities. This information must be inclusive of name, title, preferred method of communication (text message, phone call or email), phone number and email address.

Section 5. Definitions

5.1 Latency. Latency, also known as frame delay, is defined as the maximum delay measured one way for a portion of the successfully delivered frames over a time interval. Latency is calculated by averaging sample measurements taken during a calendar month between Hub Routers.

$$\frac{\sum (\text{One Way Delay for Hub to Hub route})}{(\text{Total Number of Hubs})} = \text{Latency}$$

5.2 Jitter. Jitter, also known as Frame Delay Variation, is defined as the short term variations measured for a portion of successfully delivered service frames over a time interval

5.3 Packet Loss. Packet Loss, also known as Frame Loss, is the difference between the number of service frame transmitted at the ingress UNI and the total number of service frames received at the egress UNI.



BUSINESS SERVICE ORDER

BUSINESS: Prospect Heights School Dist 23 **Phone:** (847) 870-5555

Date: 3/7/2019

CONTACT: Yianni Bertzos

Fed Tax ID:

Quote #: OPP-575582

PHYSICAL ADDRESS
700 North Schoenbeck Road
Prospect Heights IL 60070

BILLING ADDRESS
700 North Schoenbeck Road
Prospect Heights IL 60070


CONTRACT TERM
36 month(s)

SALES REP
Kelly Locke
517-319-3115
kelly.locke@wowinc.com

Product	Line Description	New/Existing	Qty	Sales Price	Install Fees	Monthly Charges
Data						
Static IP (13)	Static IP (13 Usable)	Renewal	1	\$40.99	\$0.00	\$40.99
Static IP (1)	Static IP (1 Usable)	Renewal	1	\$14.99	\$0.00	\$14.99
DIA Installation (100Mbps+)	DIA Installation Charge for 100mbps+	Upgrade	1	\$0.00	\$0.00	\$0.00
Ethernet Installation	Ethernet Installation Charge	Upgrade	1	\$0.00	\$0.00	\$0.00
DIA - 5Gbps	Dedicated Internet Access - 5Gbps	Upgrade	1	\$4,278.00	\$0.00	\$4,278.00
Ethernet - 1Gbps	Ethernet Connection - 1Gbps	Upgrade	1	\$599.00	\$0.00	\$599.00
Total:					\$ 0.00	\$ 4,932.98
Pricing subject to approval after internal review					Total:	\$ 0.00 \$ 4,932.98

Special Instructions: E-Rate order to be implemented on or after 7-1-19

You agree and understand that prices do not include taxes, fees or surcharges, which may include government imposed fees and taxes, government program fees (such as 911, LNP, TRS and universal service), and non-governmental fees and charges (such as the Broadcast TV fee, Sports Surcharge and other specific cost recovery fees, subscriber line charges, line fees, access charges and carrier service fees) and will vary depending upon your service location and the services to which you subscribe. The taxes, fees and surcharges may be changed at any time. During the initial term, your quoted MRC for Internet and Phone services will not change. Video service prices are subject to increase with prior notice. The Agreement is subject to automatic renewal. Early termination fees may apply. Pricing reflected above is a good faith estimate of final cost, which you agree may be reduced by any amount or increased by no more than \$20/mo without further authorization from you.

 (Initials)



WOW! BUSINESS CUSTOMER AGREEMENT

This WOW! Business Customer Agreement sets forth the terms and conditions under which WOW! Internet, Cable and Phone will provide to Customer the services (the "Service" or "Services") indicated in this Agreement as shown in the attached summary of services or other similar document or work order form ("Service Order"). We sometimes refer to the Customer as "you" or "your", and we refer to the operating company subsidiary of WOW! Internet, Cable and Phone that owns and/or operates the broadband system in your area pursuant to a cable television franchise with the state or local franchising authority and/or the subsidiary that provides phone service in your area as "WOW!", "we", "us", or "our". The Services will be provided to you by the WOW! company that operates in your service area. For our Maryland customers, Services are provided by Anne Arundel Broadband, LLC.

1. Subscription to Services. By signing or electronically submitting this Agreement to WOW!, Customer subscribes to the Services identified on the Service Order. The Service Order shall become binding on the parties when (i) it is specifically accepted by WOW! either electronically or in writing, (ii) WOW! begins providing the Services described in the Service Order, or (iii) WOW! begins installation for delivery of the Services described in the Service Order, whichever is earlier; provided, however, the parties agree and acknowledge that the binding effect of the Service Order and this Agreement is contingent upon WOW!'s engineering review to determine the serviceability of the premises. If WOW! determines that the premises do not meet its serviceability requirements, the Service Order and this Agreement shall be of no further force or effect. When a Service Order becomes effective, it shall be deemed part of, and shall be subject to this Agreement.

Upon installation and connection of the necessary facilities and equipment to provide the Services, or in the case of phone, the day phone Service is activated, WOW! shall notify Customer that the Services are available for use, and the date of such notice shall be called the "Commencement Date." Any failure or refusal on the part of Customer to be ready to receive the Services on the Commencement Date shall not relieve Customer of its obligation to pay applicable Service charges.

2. Terms and Conditions of Service. Customer's use of the WOW! Services is specifically subject to this Agreement, and Customer's agreement to: (i) the Business Customer General Terms and Conditions (the "General Terms"); and (ii) use the Services strictly in accordance with any operating, privacy and/or use policies, and applicable service guides; and (iii) applicable WOW! Tariffs. The General Terms, Service Policies and Tariffs are located at <http://www.wowforbusiness.com/policies-and-terms>, and may be modified by WOW! from time to time in accordance with the General Terms and/or applicable law, and are incorporated herein by reference and made a part of this Agreement. Any new terms or policies adopted by WOW!, or any modifications to the existing terms and/or policies will, subject to any notice provisions of the General Terms and applicable law, become effective upon posting a new version of the document on the WOW! Web site at <http://www.wowforbusiness.com/policies-and-terms> (or any successor url(s)). Accordingly, customers and users of the WOW! Services should regularly visit our web site and review these terms and conditions policy to ensure that their activities conform to the most recent version. Notwithstanding the foregoing, if WOW! makes a change to the General Terms that applies to Customer and is material and adverse to Customer, Customer has thirty (30) days following notice of the change to terminate the Agreement without the imposition of early termination charges. Customer's continued receipt of services shall be deemed acceptance of any such change. If WOW! agrees not to apply the changed Terms to you, the Agreement is not subject to early termination. In the event of inconsistency among these documents, precedence will be as follows: (1) any jointly executed amendment or addendum to this Agreement ("Addendum"), (2) the General Terms, (3) the Service Policies, and (4) this Customer Agreement.

Pricing. During the initial term of the Agreement, your quoted monthly recurring charge for Internet and phone services will not change. Video service prices are subject to change at any time with prior written notice to you. Other prices are subject to change at any time. Prices and price guarantees do not include taxes, fees or surcharges, including but not limited to government imposed fees and taxes, government program fees (such as 911, TRS and universal service), and non-governmental fees (such as subscriber line charges, line fees, access charges, carrier service fees and broadcast TV fee, sports surcharge and other programming cost recovery surcharges) and will apply and vary depending upon your service location and the services to which you subscribe. Not all taxes, fees and surcharges apply to all services. The taxes, fees and surcharges may be changed at any time.

3. PHONE SERVICE E911 NOTICE. In some of our service areas, we offer interconnected voice over IP (VoIP) phone services, which may include Hosted VoIP services. Our VoIP phone services have certain limitations and restrictions that do not generally apply to traditional circuit switched phone services. IF YOU ARE SUBSCRIBING TO WOW!'S VOIP PHONE SERVICE, YOU ACKNOWLEDGE RECEIPT AND UNDERSTANDING OF THE FOLLOWING E911 NOTICE: WOW!'S VOIP PHONE SERVICE ALLOWS YOU TO ACCESS E911 SERVICES, YOU WILL NOT BE ABLE TO ACCESS E911, HOWEVER: (I) IN THE EVENT OF A POWER OUTAGE BEYOND THE DURATION OF ANY BACK-UP POWER SOURCES, WOW! MAY PROVIDE A BATTERY BACK-UP WHICH WILL PROVIDE POWER TO THE WOW! MODEM FOR A LIMITED PERIOD OF TIME IN THE EVENT OF A POWER OUTAGE. BATTERY BACKUP IS NOT GUARANTEED, AND DOES NOT SUPPLY POWER TO THE PHONE ITSELF. YOU SHOULD NOTIFY WOW! IMMEDIATELY IF THE BATTERY IS LOW, EXHAUSTED OR INOPERABLE. IF WOW! DOES NOT PROVIDE A MODEM OR BACKUP BATTERY POWER FOR WOW! SERVICES UTILIZING A TELEPHONE CABLE MODEM, YOU MUST PROVIDE IT AND IT WILL REMAIN YOUR RESPONSIBILITY IN ALL RESPECTS; (II) IN THE EVENT OF A NETWORK OUTAGE; OR (III) DURING PERIODS WHEN YOUR BROADBAND CONNECTION IS UNAVAILABLE. YOU SHOULD NEVER MOVE THE LOCATION OF YOUR WOW! PROVIDED ADVANCED MODEM OR PHONE EQUIPMENT WITHOUT NOTIFYING US. THE ADDRESS ASSOCIATED WITH AN E911 CALL IS THE AUTHORIZED ADDRESS WHERE WOW! SERVICE WAS ORIGINALLY PROVIDED. IF YOU MOVE THE ADVANCED MODEM OR OTHER WOW! PHONE EQUIPMENT FROM THE ORIGINAL SERVICE LOCATION, A CALL TO E911 USING THAT EQUIPMENT WILL STILL IDENTIFY THE ORIGINAL SERVICE LOCATION. YOU ARE AWARE THAT THERE MAY BE A DELAY OF AT LEAST ONE BUSINESS DAY AFTER INSTALLATION OF SERVICE FOR E911 SERVICE AVAILABILITY. YOU AGREE THAT, TO THE MAXIMUM EXTENT ALLOWED BY LAW, WOW! SHALL HAVE NO LIABILITY FOR ANY DAMAGES CAUSED, DIRECTLY OR INDIRECTLY, BY YOUR INABILITY TO ACCESS THE SERVICES, INCLUDING E911 SERVICES.

4. CPNI Approval. Customer has a right, and we have a duty, under federal law, to protect the confidentiality of customer proprietary network information (CPNI). CPNI includes information such as the quantity, technical configuration, type, destination, location and amount of use of a telecommunications service. We desire to use your CPNI (or disclose or permit access to our agents and affiliates that provide communications related services) to market communications related services (such as Internet and cable services) to you. IF YOU APPROVE, YOU DO NOT HAVE TO TAKE ANY ACTION, HOWEVER, YOU DO HAVE THE RIGHT TO RESTRICT OUR USE OF YOUR CPNI. You may deny or withdraw our right to use your CPNI at any time by calling us at 1-888-969-4249. If we do not hear from you within 30 days of this notification, we will assume that you approve our use of CPNI for the purpose of providing you with information about other communications-related services. Denial of approval will not affect the provision of any services to which you subscribe. Approval or denial of approval for use of CPNI outside of the service to which you subscribe is valid until you affirmatively revoke or limit your approval or denial.

5. Porting of Telephone Numbers. Until your telephone number is ported to us, your existing local exchange carrier will be responsible for providing access to emergency services such as 911. You agree that, during this porting process, we assume no responsibility and have no liability for the accuracy of the local exchange carrier records or its ability to provide access to 911 services.

6. Telephone Authorization and New Telephone Numbers. To complete a phone order, you must execute a Letter of Agency ("LOA") and submit it to WOW!, or otherwise complete a third party verification process. New Telephone numbers are subject to change prior to the install.

7. Directory listings. Our liability for any errors or omissions in any directory listings (including liability for failing to publish a listing or publishing an "unlisted" listing) is limited to the amounts paid by you to WOW! for the listing service.

8. Term and Termination; Early Termination Fee. The term of this Agreement begins on the Commencement Date and continues for the term specified in the Service Order and is subject to automatic renewal in accordance with the General Terms. The then current General Terms, Service Policies and pricing will apply



during any renewal Term. Rates for the Services and associated discounts are based on Customer's agreement to purchase such Services for the entire applicable Term. The Agreement may be terminated in accordance with the General Terms. Notwithstanding anything in the Agreement to the contrary, Customer's termination of the Agreement or Customer's reduction of Services ("downgrade") before the expiration of the agreed upon Term without cause (including a termination for convenience) or WOW!'s early termination of the Agreement for cause, will require that Customer pay to WOW! an early termination fee (ETF) calculated as follows: (a) all unpaid amounts for Services provided through the date of termination; plus (b) all related reasonable expenses of WOW! including, but not necessarily limited to, construction and installation costs, discounts, credits or competitive contract buyout charges and/or all previously waived non-recurring charges for the Services; plus (c) 75% of the monthly recurring charges at the rates stated in an applicable Service Order form or, in the case of a downgrade, the difference between the monthly recurring charges (MRC) at the rates stated in the original Service Order form and the MRC at the rates for the downgraded service, for all months remaining in the applicable Service Order Term. Customer agrees that WOW!'s damages for early termination would be difficult to determine and the termination charges specified herein constitute liquidated damages and are not a penalty. Month-to-month service agreements may be terminated on thirty (30) days prior written notice. If Customer provides notice of termination as specified in this Section but retains WOW! Service, the Customer will be converted automatically to a month to month agreement at the end of the current term, and Customer's pricing for the Service will be modified to reflect WOW!'s current month to month pricing schedule. To terminate this Agreement in accordance with this Section, Customer must notify WOW! Customer Care by written notice to WOW! at WOW! Internet, Cable & Phone, Attn: VP of Business Operations, 7887 E Bellevue Ave, Suite 1000, Englewood, CO 80111-6015. The rights and remedies set forth herein shall be in addition to any and all other legal, equitable and administrative rights and remedies available to WOW!.

9. Access to Premises and Installation of System. Customer grants WOW! the rights to install, inspect, replace, repair, relocate, alter, operate, remove and maintain its equipment (the "system") in, under and upon the premises at the designated service location(s). Customer, at no cost to WOW!, shall secure and maintain all necessary rights of access to the service location(s) for WOW! to install, operate and remove its equipment and provide the Services. WOW! in its discretion may use any existing cable, conduit or other facilities located within the premises. Customer shall pay any agreed upon custom installation fee. If WOW!'s access rights to the service location are terminated or restricted, early termination fees will apply.

10. Limitation of Liability, Warranty Disclaimers, Pricing, Indemnification and Arbitration. You acknowledge that the applicable General Terms and Service Policies contain, among other terms and conditions, limitation of liability, warranty disclaimer, pricing, indemnification and arbitration provisions.

11. Commercial Use Restrictions on Video. Customer shall not, and shall not authorize or permit any other person to, order or request pay-per-view, VOD or premium programming for receipt, exhibition or taping in a commercial establishment, nor may Customer exhibit or assist in exhibiting pay-per-view, VOD or premium programming in a commercial establishment, unless expressly authorized in writing to do so, in advance, by both WOW! and our program provider. Customer shall indemnify and hold WOW! harmless against and from any violation of this provision.

12. Miscellaneous. All modifications to this Agreement, if any, must be in writing, executed by an authorized WOW! Director or Vice President and the Customer. All other attempts to modify this Agreement shall be void and non-binding on WOW!. This Agreement shall be governed by and construed in accordance with federal law, the regulations of the FCC and the internal laws of the state and locality in which the service is provided, without regard to any conflicts of law provisions. Customer may not assign or otherwise transfer this Agreement in any manner without WOW!'s prior written consent. The parties acknowledge that WOW! is subject to the provisions of its local and/or state franchise agreements, and applicable federal, state and local laws and regulations ("Applicable Law"). Any duty or promise of WOW! under this Agreement that conflicts with any provision of Applicable Law is to that extent void. Notwithstanding, the terms of this Agreement are considered severable, and in the event that any term is rendered unenforceable due to any such conflict or is otherwise found to be invalid or unenforceable, the parties shall replace the invalid or unenforceable portion with another provision that, as nearly as possible, reflects the original intention of the parties, and the remainder of this Agreement shall remain in full force and effect.

13. Satisfaction Guarantee for High Speed Internet Services. If you are not satisfied with WOW!'s High Speed Internet Service and/or High Speed Internet Service bundled with Business Phone and/or Video for any reason, you may terminate this Agreement and/or disconnect or downgrade your High Speed Internet Services for any reason without incurring the MRC portion of the ETF during the first sixty (60) days of the initial Term of this Agreement (the "Cancellation Period") by contacting WOW! in writing before the end of the Cancellation Period and notifying WOW! of your decision to terminate this Agreement or disconnect/downgrade your High Speed Internet services. You will be responsible for: (i) paying for the WOW! Services you received and all other charges and fees that you incurred prior to exercising your rights under this subsection through the date the WOW! Services are disconnected or downgraded; and (ii) construction and installation costs, discounts, credits or competitive contract buyout charges and/or all previously waived non-recurring charges for the Services.

IN WITNESS WHEREOF, the Parties hereto have executed and delivered this Agreement to be effective on the latest date that either party signed this Agreement, as shown below.

WOW! INTERNET, CABLE AND PHONE

Signature: _____

Date: _____

Print Name: Kelly Locke

Title: SAE

CUSTOMER

Signature: 

Print Name: Michael DeBoutelle

Title: Asst Supt Finance & Operations

Date: 3/12/19

Service Address: 700 North Schoenbeck Road Prospect Heights IL 60070

Phone: (847) 870-5555

CUSTOMER ACKNOWLEDGEMENT. By signing, I represent, warrant and acknowledge that: (i) I am at least 18 years of age and the owner of or tenant in the premises at the service location(s) identified in the Service Order and have authority to authorize the work or service specified in, and to be bound by, the Service Order and this Agreement; (ii) WOW! may contact me at the phone number above (or such other phone number or email address provided by me to WOW!), which may include autodialed calls, pre-recorded or artificial voice messages, and mobile service commercial email messages; (iii) WOW! manages its Internet Network according to specific Practices and Procedures, which can be found at <http://www.wowforbusiness.com/network-management>; (iv) the Agreement is subject to automatic renewal and early termination fees; and (v) I have read, understood and agree to the contractual terms and notices set forth in this Agreement, including those relating to the PHONE SERVICE E911 NOTICE. The applicable General Terms, Service Policies and Tariffs can be found at <http://www.wowforbusiness.com/policies-and-terms>.

PIN # _____

WOW! requires that you create a 4-digit PIN that will be required when you request changes to your WOW! Business account. You agree that you are responsible for the security, confidentiality and use of your PIN and shall immediately notify WOW! if there has been an unauthorized release, use or compromise of any such PIN. If you share your PIN with employees, agents or others that interact with WOW! on your behalf and that representative is no longer authorized to make changes on your behalf, it will be your responsibility to immediately contact WOW! and change the PIN. WOW! is not liable for any loss, cost, expense or other liability arising out of any unauthorized access to a service or Customer account by use of Customer's PIN.



BUSINESS SERVICE ORDER

BUSINESS: E-Rate PROSPECT HEIGHTS SCHOOL DISTRICT

Phone: (847) 870-5557

Date: 3/7/2019

CONTACT: Yianni Bertzos

Fed Tax ID:

Quote #: OPP-575585

PHYSICAL ADDRESS

1 North Schoenbeck Road
Prospect Heights IL 60070

BILLING ADDRESS

700 North Schoenbeck Road
Prospect Heights IL 60070

CONTRACT TERM

36 month(s)


SALES REP

Kelly Locke
517-319-3115
kelly.locke@wowinc.com

Product	Line Description	New/Existing	Qty	Sales Price	Install Fees	Monthly Charges	
Data							
Ethernet - 1Gbps	Ethernet Connection - 1Gbps	Upgrade	1	\$599.00	\$0.00	\$599.00	
Ethernet Installation	Ethernet Installation Charge	Upgrade	1	\$0.00	\$0.00	\$0.00	
Total:					\$ 0.00	\$ 599.00	
Pricing subject to approval after internal review					Total:	\$ 0.00	\$ 599.00

Special Instructions: E-Rate order to be implemented on or after 7-1-19

You agree and understand that prices do not include taxes, fees or surcharges, which may include government imposed fees and taxes, government program fees (such as 911, LNP, TRS and universal service), and non-governmental fees and charges (such as the Broadcast TV fee, Sports Surcharge and other specific cost recovery fees, subscriber line charges, line fees, access charges and carrier service fees) and will vary depending upon your service location and the services to which you subscribe. The taxes, fees and surcharges may be changed at any time. During the initial term, your quoted MRC for Internet and Phone services will not change. Video service prices are subject to increase with prior notice. The Agreement is subject to automatic renewal. Early termination fees may apply. Pricing reflected above is a good faith estimate of final cost, which you agree may be reduced by any amount or increased by no more than \$20/mo without further authorization from you.

 (Initials)

WOW! BUSINESS CUSTOMER AGREEMENT

This WOW! Business Customer Agreement sets forth the terms and conditions under which WOW! Internet, Cable and Phone will provide to Customer the services (the "Service" or "Services") indicated in this Agreement as shown in the attached summary of services or other similar document or work order form ("Service Order"). We sometimes refer to the Customer as "you" or "your", and we refer to the operating company subsidiary of WOW! Internet, Cable and Phone that owns and/or operates the broadband system in your area pursuant to a cable television franchise with the state or local franchising authority and/or the subsidiary that provides phone service in your area as "WOW!", "we", "us", or "our". The Services will be provided to you by the WOW! company that operates in your service area. For our Maryland customers, Services are provided by Anne Arundel Broadband, LLC.

1. Subscription to Services. By signing or electronically submitting this Agreement to WOW!, Customer subscribes to the Services identified on the Service Order. The Service Order shall become binding on the parties when (i) it is specifically accepted by WOW! either electronically or in writing, (ii) WOW! begins providing the Services described in the Service Order, or (iii) WOW! begins installation for delivery of the Services described in the Service Order, whichever is earlier; provided, however, the parties agree and acknowledge that the binding effect of the Service Order and this Agreement is contingent upon WOW!'s engineering review to determine the serviceability of the premises. If WOW! determines that the premises do not meet its serviceability requirements, the Service Order and this Agreement shall be of no further force or effect. When a Service Order becomes effective, it shall be deemed part of, and shall be subject to this Agreement.

Upon installation and connection of the necessary facilities and equipment to provide the Services, or in the case of phone, the day phone Service is activated, WOW! shall notify Customer that the Services are available for use, and the date of such notice shall be called the "Commencement Date." Any failure or refusal on the part of Customer to be ready to receive the Services on the Commencement Date shall not relieve Customer of its obligation to pay applicable Service charges.

2. Terms and Conditions of Service. Customer's use of the WOW! Services is specifically subject to this Agreement, and Customer's agreement to: (i) the Business Customer General Terms and Conditions (the "General Terms"), and (ii) use the Services strictly in accordance with any operating, privacy and/or use policies, and applicable service guides; and (iii) applicable WOW! Tariffs. The General Terms, Service Policies and Tariffs are located at <http://www.wowforbusiness.com/policies-and-terms>, may be modified by WOW! from time to time in accordance with the General Terms and/or applicable law, and are incorporated herein by reference and made a part of this Agreement. Any new terms or policies adopted by WOW!, or any modifications to the existing terms and/or policies will, subject to any notice provisions of the General Terms and applicable law, become effective upon posting a new version of the document on the WOW! Web site at <http://www.wowforbusiness.com/policies-and-terms> (or any successor url(s)). Accordingly, customers and users of the WOW! Services should regularly visit our web site and review these terms and conditions policy to ensure that their activities conform to the most recent version. Notwithstanding the foregoing, if WOW! makes a change to the General Terms that applies to Customer and is material and adverse to Customer, Customer has thirty (30) days following notice of the change to terminate the Agreement without the imposition of early termination charges. Customer's continued receipt of services shall be deemed acceptance of any such change. If WOW! agrees not to apply the changed Terms to you, the Agreement is not subject to early termination. In the event of inconsistency among these documents, precedence will be as follows: (1) any jointly executed amendment or addendum to this Agreement ("Addendum"), (2) the General Terms, (3) the Service Policies, and (4) this Customer Agreement.

Pricing. During the initial term of the Agreement, your quoted monthly recurring charge for Internet and phone services will not change. Video service prices are subject to change at any time with prior written notice to you. Other prices are subject to change at any time. Prices and price guarantees do not include taxes, fees or surcharges, including but not limited to government imposed fees and taxes, government program fees (such as 911, TRS and universal service), and non-governmental fees (such as subscriber line charges, line fees, access charges, carrier service fees and broadcast TV fee, sports surcharge and other programming cost recovery surcharges) and will apply and vary depending upon your service location and the services to which you subscribe. Not all taxes, fees and surcharges apply to all services. The taxes, fees and surcharges may be changed at any time.

3. PHONE SERVICE E911 NOTICE. In some of our service areas, we offer interconnected voice over IP (VoIP) phone services, which may include Hosted VoIP services. Our VoIP phone services have certain limitations and restrictions that do not generally apply to traditional circuit switched phone services. IF YOU ARE SUBSCRIBING TO WOW!'S VOIP PHONE SERVICE, YOU ACKNOWLEDGE RECEIPT AND UNDERSTANDING OF THE FOLLOWING E911 NOTICE: WOW!'S VOIP PHONE SERVICE ALLOWS YOU TO ACCESS E911 SERVICES. YOU WILL NOT BE ABLE TO ACCESS E911. HOWEVER: (I) IN THE EVENT OF A POWER OUTAGE BEYOND THE DURATION OF ANY BACK-UP POWER SOURCES, WOW! MAY PROVIDE A BATTERY BACK-UP WHICH WILL PROVIDE POWER TO THE WOW! MODEM FOR A LIMITED PERIOD OF TIME IN THE EVENT OF A POWER OUTAGE. BATTERY BACKUP IS NOT GUARANTEED, AND DOES NOT SUPPLY POWER TO THE PHONE ITSELF. YOU SHOULD NOTIFY WOW! IMMEDIATELY IF THE BATTERY IS LOW, EXHAUSTED OR INOPERABLE. IF WOW! DOES NOT PROVIDE A MODEM OR BACKUP BATTERY POWER FOR WOW! SERVICES UTILIZING A TELEPHONE CABLE MODEM, YOU MUST PROVIDE IT AND IT WILL REMAIN YOUR RESPONSIBILITY IN ALL RESPECTS; (II) IN THE EVENT OF A NETWORK OUTAGE; OR (III) DURING PERIODS WHEN YOUR BROADBAND CONNECTION IS UNAVAILABLE. YOU SHOULD NEVER MOVE THE LOCATION OF YOUR WOW! PROVIDED ADVANCED MODEM OR PHONE EQUIPMENT WITHOUT NOTIFYING US, THE ADDRESS ASSOCIATED WITH AN E911 CALL IS THE AUTHORIZED ADDRESS WHERE WOW! SERVICE WAS ORIGINALLY PROVIDED. IF YOU MOVE THE ADVANCED MODEM OR OTHER WOW! PHONE EQUIPMENT FROM THE ORIGINAL SERVICE LOCATION, A CALL TO E911 USING THAT EQUIPMENT WILL STILL IDENTIFY THE ORIGINAL SERVICE LOCATION. YOU ARE AWARE THAT THERE MAY BE A DELAY OF AT LEAST ONE BUSINESS DAY AFTER INSTALLATION OF SERVICE FOR E911 SERVICE AVAILABILITY. YOU AGREE THAT, TO THE MAXIMUM EXTENT ALLOWED BY LAW, WOW! SHALL HAVE NO LIABILITY FOR ANY DAMAGES CAUSED, DIRECTLY OR INDIRECTLY, BY YOUR INABILITY TO ACCESS THE SERVICES, INCLUDING E911 SERVICES.

4. CPNI Approval. Customer has a right, and we have a duty, under federal law, to protect the confidentiality of customer proprietary network information (CPNI). CPNI includes information such as the quantity, technical configuration, type, destination, location and amount of use of a telecommunications service. We desire to use your CPNI (or disclose or permit access to our agents and affiliates that provide communications related services) to market communications related services (such as Internet and cable services) to you. IF YOU APPROVE, YOU DO NOT HAVE TO TAKE ANY ACTION, HOWEVER, YOU DO HAVE THE RIGHT TO RESTRICT OUR USE OF YOUR CPNI. You may deny or withdraw our right to use your CPNI at any time by calling us at 1-888-969-4249. If we do not hear from you within 30 days of this notification, we will assume that you approve our use of CPNI for the purpose of providing you with information about other communications-related services. Denial of approval will not affect the provision of any services to which you subscribe. Approval or denial of approval for use of CPNI outside of the service to which you subscribe is valid until you affirmatively revoke or limit your approval or denial.

5. Porting of Telephone Numbers. Until your telephone number is ported to us, your existing local exchange carrier will be responsible for providing access to emergency services such as 911. You agree that, during this porting process, we assume no responsibility and have no liability for the accuracy of the local exchange carrier records or its ability to provide access to 911 services.

6. Telephone Authorization and New Telephone Numbers. To complete a phone order, you must execute a Letter of Agency ("LOA") and submit it to WOW!, or otherwise complete a third party verification process. New Telephone numbers are subject to change prior to the install.

7. Directory listings. Our liability for any errors or omissions in any directory listings (including liability for failing to publish a listing or publishing an "unlisted" listing) is limited to the amounts paid by you to WOW! for the listing service.

8. Term and Termination; Early Termination Fee. The term of this Agreement begins on the Commencement Date and continues for the term specified in the Service Order and is subject to automatic renewal in accordance with the General Terms. The then current General Terms, Service Policies and pricing will apply



during any renewal Term. Rates for the Services and associated discounts are based on Customer's agreement to purchase such Services for the entire applicable Term. The Agreement may be terminated in accordance with the General Terms. Notwithstanding anything in the Agreement to the contrary, Customer's termination of the Agreement or Customer's reduction of Services ("downgrade") before the expiration of the agreed upon Term without cause (including a termination for convenience) or WOW!'s early termination of the Agreement for cause, will require that Customer pay to WOW! an early termination fee (ETF) calculated as follows: (a) all unpaid amounts for Services provided through the date of termination; plus (b) all related reasonable expenses of WOW! including, but not necessarily limited to, construction and installation costs, discounts, credits or competitive contract buyout charges and/or all previously waived non-recurring charges for the Services; plus (c) 75% of the monthly recurring charges at the rates stated in an applicable Service Order form or, in the case of a downgrade, the difference between the monthly recurring charges (MRC) at the rates stated in the original Service Order form and the MRC at the rates for the downgraded service, for all months remaining in the applicable Service Order Term. Customer agrees that WOW!'s damages for early termination would be difficult to determine and the termination charges specified herein constitute liquidated damages and are not a penalty. Month-to-month service agreements may be terminated on thirty (30) days prior written notice. If Customer provides notice of termination as specified in this Section but retains WOW! Service, the Customer will be converted automatically to a month to month agreement at the end of the current term, and Customer's pricing for the Service will be modified to reflect WOW!'s current month to month pricing schedule. To terminate this Agreement in accordance with this Section, Customer must notify WOW! Customer Care by written notice to WOW! at WOW! Internet, Cable & Phone, Attn: VP of Business Operations, 7887 E Belleview Ave, Suite 1000, Englewood, CO 80111-6015. The rights and remedies set forth herein shall be in addition to any and all other legal, equitable and administrative rights and remedies available to WOW!.

9. Access to Premises and Installation of System. Customer grants WOW! the rights to install, inspect, replace, repair, relocate, alter, operate, remove and maintain its equipment (the "system") in, under and upon the premises at the designated service location(s). Customer, at no cost to WOW!, shall secure and maintain all necessary rights of access to the service location(s) for WOW! to install, operate and remove its equipment and provide the Services. WOW! in its discretion may use any existing cable, conduit or other facilities located within the premises. Customer shall pay any agreed upon custom installation fee. If WOW!'s access rights to the service location are terminated or restricted, early termination fees will apply.

10. Limitation of Liability, Warranty Disclaimers, Pricing, Indemnification and Arbitration. You acknowledge that the applicable General Terms and Service Policies contain, among other terms and conditions, limitation of liability, warranty disclaimer, pricing, indemnification and arbitration provisions.

11. Commercial Use Restrictions on Video. Customer shall not, and shall not authorize or permit any other person to, order or request pay-per-view, VOD or premium programming for receipt, exhibition or taping in a commercial establishment, nor may Customer exhibit or assist in exhibiting pay-per-view, VOD or premium programming in a commercial establishment, unless expressly authorized in writing to do so, in advance, by both WOW! and our program provider. Customer shall indemnify and hold WOW! harmless against and from any violation of this provision.

12. Miscellaneous. All modifications to this Agreement, if any, must be in writing, executed by an authorized WOW! Director or Vice President and the Customer. All other attempts to modify this Agreement shall be void and non-binding on WOW!. This Agreement shall be governed by and construed in accordance with federal law, the regulations of the FCC and the internal laws of the state and locality in which the service is provided, without regard to any conflicts of law provisions. Customer may not assign or otherwise transfer this Agreement in any manner without WOW!'s prior written consent. The parties acknowledge that WOW! is subject to the provisions of its local and/or state franchise agreements, and applicable federal, state and local laws and regulations ("Applicable Law"). Any duty or promise of WOW! under this Agreement that conflicts with any provision of Applicable Law is to that extent void. Notwithstanding, the terms of this Agreement are considered severable, and in the event that any term is rendered unenforceable due to any such conflict or is otherwise found to be invalid or unenforceable, the parties shall replace the invalid or unenforceable portion with another provision that, as nearly as possible, reflects the original intention of the parties, and the remainder of this Agreement shall remain in full force and effect.

13. Satisfaction Guarantee for High Speed Internet Services. If you are not satisfied with WOW!'s High Speed Internet Service and/or High Speed Internet Service bundled with Business Phone and/or Video for any reason, you may terminate this Agreement and/or disconnect or downgrade your High Speed Internet Services for any reason without incurring the MRC portion of the ETF during the first sixty (60) days of the initial Term of this Agreement (the "Cancellation Period") by contacting WOW! in writing before the end of the Cancellation Period and notifying WOW! of your decision to terminate this Agreement or disconnect/downgrade your High Speed Internet services. You will be responsible for: (i) paying for the WOW! Services you received and all other charges and fees that you incurred prior to exercising your rights under this subsection through the date the WOW! Services are disconnected or downgraded; and (ii) construction and installation costs, discounts, credits or competitive contract buyout charges and/or all previously waived non-recurring charges for the Services.

IN WITNESS WHEREOF, the Parties hereto have executed and delivered this Agreement to be effective on the latest date that either party signed this Agreement, as shown below.

WOW! INTERNET, CABLE AND PHONE


Signature: _____

Date: _____

Print Name: Kelly Locke

Title: SAE

CUSTOMER

Signature: 

Print Name: Michael DeBartolo

Title: Asst Supt Finance + Operations

Date: 3/12/19

Service Address: 1 North Schoenbeck Road Prospect Heights IL 60070

Phone: (847) 870-5557

CUSTOMER ACKNOWLEDGEMENT. By signing, I represent, warrant and acknowledge that: (i) I am at least 18 years of age and the owner of or tenant in the premises at the service location(s) identified in the Service Order and have authority to authorize the work or service specified in, and to be bound by, the Service Order and this Agreement; (ii) WOW! may contact me at the phone number above (or such other phone number or email address provided by me to WOW!), which may include autodialed calls, pre-recorded or artificial voice messages, and mobile service commercial email messages; (iii) WOW! manages its Internet Network according to specific Practices and Procedures, which can be found at <http://www.wowforbusiness.com/network-management>; (iv) the Agreement is subject to automatic renewal and early termination fees; and (v) I have read, understood and agree to the contractual terms and notices set forth in this Agreement, including those relating to the PHONE SERVICE E911 NOTICE. The applicable General Terms, Service Policies and Tariffs can be found at <http://www.wowforbusiness.com/policies-and-terms>

PIN #

WOW! requires that you create a 4-digit PIN that will be required when you request changes to your WOW! Business account. You agree that you are responsible for the security, confidentiality and use of your PIN and shall immediately notify WOW! if there has been an unauthorized release, use or compromise of any such PIN. If you share your PIN with employees, agents or others that interact with WOW! on your behalf and that representative is no longer authorized to make changes on your behalf, it will be your responsibility to immediately contact WOW! and change the PIN. WOW! is not liable for any loss, cost, expense or other liability arising out of any unauthorized access to a service or Customer account by use of Customer's PIN.

Ethernet Services Service Level Agreement (SLA) and Addendum to the MSA

The purpose of our Service Level Agreements (SLAs) is to set appropriate expectations for our Customers. By setting expectations, our primary goal is to provide our Customers with an exceptional WOW! experience. This document is intended to help with that process. The following product is supported with this SLA:

1. Ethernet Services

WOW!'s Ethernet Services are summarized below (EVC types) and are designed and delivered in accordance with Metro Ethernet Forum (MEF) specifications.

1. EPL: Port-based service with a single service (EVC) between two dedicated physical connections (UNIs) providing private point-to-point Ethernet transport connectivity.
2. EVPL: Private point-to-point or point-to-multipoint Ethernet transport solution, allowing for multiple services (EVCs) to be multiplexed over a single physical connection (UNI).
3. EP-LAN: Private, transparent multipoint-to-multipoint Ethernet LAN solution providing for a single service (EVC) between two or more physical connections (UNIs).
4. EVP-LAN: Private multipoint-to-multipoint Ethernet LAN solution, allowing for multiple (services) EVCs to be multiplexed and mapped between two or more UNIs.
5. EP-Tree: Private root-to-leaf Ethernet solution where each physical connection (UNI) is dedicated to a single EP-Tree service (EVC).
6. EVP-Tree: Private root-to-leaf Ethernet solutions where each physical connection (UNI) supports multiple services (EVCs).

EVC Options

1. QoS for each EVC can be ordered from one of four Classes of Service
 - Best Effort
 - Priority Class MEF L-QoS
 - Business Class MEF M-QoS
 - Real-Time MEF H-QoS
2. A single Class of Service (CoS) parameter is allowed for each EVC. All ingress traffic to WOW!'s network will be treated as one type of Class of Service per EVC.
3. Traffic within the Committed Information Rate (CIR) profile is sent appropriately across WOW's network in adherence to the Class of Service parameter chosen and the associated EVC Service Level Objectives outlined below. Traffic on ingress exceeding these CIR profiles is subject to discard.
 - Customers will be solely responsible for managing the bandwidth subscribed on a UNI/ENNI provided by WOW!. Any Service Outage determined to be the result of a customer's oversubscription of bandwidth greater than the capacity of the EVC, access method or UNI/ENNI will not be subject to the Credit Allowances in this agreement.

Access Options

WOW! offers the following access types within its Ethernet Services portfolio:

1. Switched Ethernet over Fiber (EoF)
2. GPON
3. EoHFC (HFC-Based Ethernet)
 - a. Note that only Best Effort and Priority EVC options are available with EoHFC

2. Service Level Objectives (SLOs)

The applicable Service Level Objective for a Service (EVC) will be the lesser of the Service Level Objectives for its component parts. This affects EVCs interconnected between two different access mediums and applies to Availability, Inter-Frame Delay Variation, Frame Delivery Ratio and Latency.

2.0 SLOs - Fiber Based Ethernet Services

WOW! Business Ethernet Services will be measured on the basis of Network and EVC Availability, Latency, Loss, Frame Delay and Mean Time to Repair (MTTR). WOW! Business provides coverage of service 24/7/365. The following table details SLAs for on-net EoF and GPON services.

SLO		Ethernet Services, per EVC + Internet	Ethernet Services, per EVC	Ethernet Services, per EVC	Ethernet Services, per EVC (Real-time)
		Best Effort	Priority Class QoS	Business Class QoS	Real Time QoS + Dual Entrances + Redundant WAN Paths (Fiber Ring Topologies)
MEF Compliant Designation		N/A	L	M	H
WOW! PCP Value**		2	3	4	4
WOW! IPP/AF/DSCP/TOS PHB Value**		2/CS2/16/64	3/CS3/24/96	4/CS4/32/128	4/CS4/32/128
MTTR (Hrs)		4	4	4	4
Availability (%)		99.99	99.99	99.99	99.999
Inter-Frame Delay Variation (AKA IFDV or Jitter) (ms)		N/A	N/A	2	2
Frame Delivery Ratio (FDR) (%)		N/A	99.9	99.99	99.99
MFD* (ms) Latency (1-Way) (MEF Requirements in Parenthesis)					
Any Single Market (Metro)	<250km (155 Miles)	N/A	20 (28)	13 (13)	7 (7)
Regional Interconnect	<1200km (746 Miles)	N/A	50 (50)	30 (30)	18 (18)
MFD* (ms) Latency (1-Way) - Distance Bands					
Miles	km				
0 – 25	40	N/A	6	5	3
25 – 100	40 - 161	N/A	12	10	6
100 – 250	161 - 402	N/A	22	14	8
250 – 500	402 - 805	N/A	27	15	12

*MFD (Mean Frame Delay) – Defined as one-way delay, per MEF 23.1 Carrier Ethernet Class of Service – Phase 2, sections 6.7.1 and 6.7.2, Frame Delay Performance.

**Subject to change.

If at test and turn-up the Ethernet Service exceeds the Single Market or Regional Interconnect latency objectives in the table above, then one of the following actions must be executed.

1. Cancel the order.
2. Install and configure the serviceable UNI of interest so that it is within the Single Market or Regional Interconnect mileage band from the endpoint UNI or ENNI.

Once the circuit is within specification at test and turn-up and has been accepted by the customer normal SLA credit schedules would apply.

2.1 SLOs – HFC-Based Ethernet Services

WOW! Ethernet Services over HFC will be measured on the basis of Network and EVC Availability, Latency, Frame Delivery and Mean Time to Repair (MTTR). WOW! Business provides coverage of service 24/7/365. Serviceable EoHFC UNI locations must be within 300 miles of an endpoint Ethernet service UNI or ENNI.

The following table details SLOs for on-net EoHFC.

SLO	Ethernet Services over HFC, per EVC		
	Best Effort	Priority Class QoS	
MEF Compliant Designation	N/A	L	
WOW! PCP Value**	2	3	
WOW! IPP/AF/DSCP/TOS PHB Value**	2/CS2/16/64	3/CS3/24/96	
MTTR (Hrs)	4	4	
Availability (%)	99.95	99.95	
Inter-Frame Delay Variation (AKA IFDV or Jitter) (ms)	N/A	N/A	
Frame Delivery Ratio (FDR) (%)	N/A	99.9	
MFD* (ms) Latency (1-Way) (MEF Requirements in Parenthesis)			
Any Single Market (Metro)	<250km (155 Miles)	N/A	20 (28)
UNI to UNI/ENNI	<482km (300 Miles)	N/A	40 (50)

*MFD (Mean Frame Delay) – Defined as one-way delay, per MEF 23.1 Carrier Ethernet Class of Service – Phase 2, sections 6.7.1 and 6.7.2, Frame Delay Performance.

**Subject to change.

If at test and turn-up the Ethernet Service over HFC exceeds the Single Market or the UNI to UNI/ENNI latency objectives in the table above, then one of the following actions must be executed.

1. Cancel the order.
2. Install and configure the serviceable UNI of interest so that it is within the Single Market or Regional Interconnect mileage band from the endpoint UNI or ENNI.

Once the circuit is within specification at test and turn-up and has been accepted by the customer normal SLA credit schedules would apply.

3. Service Level Objective Definitions

Performance Monitoring Measurements are taken once every minute and captured every 15 minutes.

Network Availability

Definition. WOW!'s Fiber network is architected for 99.99% network availability while the EoHFC network is architected for 99.95% network availability and is based on the number of minutes in any given month.

The total number of minutes during which service on that circuit is available for use by Customer (able to transmit data), divided by the total number of minutes in the calendar month. The availability shall be calculated as follows:

$$\text{Availability} = \frac{(24 \text{ hours} \times 60 \text{ minutes} \times N \text{ days}) - \text{Unscheduled Circuit outage time (minutes)}}{(24 \text{ hours} \times 60 \text{ minutes} \times N \text{ days})}$$

"Network Unavailability" will not include Scheduled Maintenance, or any unavailability resulting from (a) Customer's applications or equipment, (b) acts or omissions of Customer or user of the Service authorized by Customer or (c) Force Majeure (see below).

Latency

Definition. Latency is defined as the time it takes for service frames to be successfully delivered from the near-end demarcation UNI to the far-end demarcation UNI or ENNI. For SLO purposes, the Mean Frame Delay (MFD) measurement is used, as opposed to the minimum, maximum or average delay of successfully transmitted frames between two service (EVC) end points.

Frame Delivery Ratio (FDR)

Definition. WOW!'s Frame Delivery Ratio (FDR) is defined as the ratio (in percentage) of frames delivered vs the total number of frames transmitted between the near-end premise demarcation UNI to the far-end demarcation UNI or ENNI.

Inter-Frame Delay Variation

Definition. Inter-Frame Delay Variation, also known as Jitter, is defined as the delay variations between successfully transmitted frames from the near-end demarcation UNI to the far-end demarcation UNI or ENNI.

Mean Time to Repair (MTTR)

Definition. MTTR is the time required to repair service to an operational condition and applies to a service that is not active or that is experiencing consistent service degradation. The MTTR SLO is four (4) hours for electronic failure and eight (8) hours for outages caused by fiber cuts.

MTTR measurements are from the time a customer reports an issue and opens up a trouble-ticket until the time WOW! restores service.

The MTTR SLO is not subject to outages caused by customer equipment failure nor is it subject to connections beyond the WOW! demarcation to the customer.

On-Net Buildings – Fiber based Ethernet Services

Definition. WOW! On-Net buildings are considered to be on the WOW!'s network (On-Net) for the purposes of delivering EoF and GPON services.

Serviceability – EoHFC Services

Definition. Serviceable locations are defined to be those locations that can be served via coaxial cable plant and that do not require construction.

4. Ordering, Installation Intervals, Service Activation Testing and Billing

Order Acceptance and FOC

Upon order receipt, FOC and service installation communication for all Ethernet services will be with either the customer and/or customer's end-user.

Standard Installation Intervals

The target installation interval to provide Ethernet services to On-Net and Serviceable locations will be thirty (30) business days from order acceptance.

Services Requiring a Network Build

The target installation interval for all Ethernet services requiring a construction build will be agreed upon by all parties on an individual case basis.

Expedite Fees

WOW! will consider all requests for expedited services on an individual case basis and each service expedited at the request of customer will incur a one-time fee of no less than \$500.00. The one-time fee for expedited service may be more, depending on circumstances.

Service Activation Testing

Ethernet service activation testing will be conducted in accordance with MEF standards to ensure proper operation of the Ethernet service at the time of installation. Testing birth certificates will be provided to the customer and will serve as the baseline for the service's performance at test and turn-up.

Billing

EoHFC: Billing is automatic and begins once the service has been tested and turned up on-site by WOW! technicians.
EoF: Billing begins once the service has been provisioned, tested and turned over to the customer.

5. Credits

To receive credit for SLO non-compliance, customers must request credit within 30 calendar days from the date of the non-compliance.

Service Level Objective compliance will be measured by looking at the lesser of the Service Level Objectives for its component parts. This affects EVCs interconnected between two different access mediums and applies to Availability, Inter-Frame Delay Variation, Frame Delivery Ratio and Latency.

The time that elapses due to non-responsiveness from customer, or inability to access customer site for purpose of repairing the service, will be deducted from trouble ticket timelines when used in the calculation of SLO performance;

5.1 Service Outage Credits (Network Availability)

CREDIT ALLOWANCES			
Service	Length of Service Outage	Credit	
Service (Ethernet Services)	Outage	Five (5) minutes or less	No Credit
		Above No Credit length and less than four (4) hours	5%
		Greater than four (4) hours and less than eight (8) hours	10%
		Greater than eight (8) hours and less than twelve (12) hours	15%
		Greater than twelve (12) hours and less than sixteen (16) hours	20%
		Greater than sixteen (16) hours and less than twenty-four (24) hours	35%
		Greater than twenty-four (24) hours	50%

Ethernet services is defined as all on-net Ethernet over Fiber (EoF), PON, EoHFC Access, UNI and Ethernet Virtual Connections (EVCs).

5.2 Service Degradation Credits

5.2.1 Fiber-Based Ethernet Services

If Fiber-Based Ethernet Services suffer from degradation and fail to meet the On-Net EVC Service Level Objectives for 1-way Frame Delay (Latency), Frame Delivery and Frame Delay Variation, Customer will be entitled to credits per the table below. Customer will not be entitled to service degradation credits if the Network Availability Service Level Objective was not met for the same incident.

CREDIT ALLOWANCES		
Service	Length of Service Degradation	Credit
Fiber – Based Ethernet Services (EVC)	Fifteen (15) minutes or less	No Credit
	Greater than fifteen (15) minutes and less than one (1) hour	5% of the MRC for the degraded service
	One (1) hour or more	10% of the MRC for the degraded service

5.2.2 HFC-Based Ethernet Services

If HFC-Based Ethernet Services suffer from degradation and fail to meet the On-Net EVC Service Level Objectives for Frame Delivery, Customer will be entitled to credits per the table below. Customer will not be entitled to service degradation credits if the Network Availability Service Level Objective was not met for the same incident.

CREDIT ALLOWANCES		
Service	Length of Service Degradation	Credit
HFC – Based Ethernet Services (EVC)	Fifteen (15) minutes or less	No Credit
	Greater than fifteen (15) minutes and less than one (1) hour	5% of the MRC for the degraded service
	One (1) hour or more	10% of the MRC for the degraded service

6. Service Credit Exceptions; Maximum Credits

Service credits will not be available in cases where the SLO is not met as a result of: (a) the negligence, acts, or omissions of customer, its employees, contractors, agents, or its end users, including, without limitation, customer failure to comply with the terms of the Service Exhibit; (b) the failure or malfunction of equipment, applications, or systems not owned or controlled by WOW!; (c) circumstances or causes beyond the control of WOW!, including instances of Force Majeure; or (d) scheduled service maintenance, alteration, or implementation. In the event that customer is entitled to multiple credits under this SLA arising from the same event, such credits will not be cumulative and customer will be entitled to receive only the highest maximum single credit available for such event (e.g., customer will not be entitled to “double credits”). Credits are calculated as the percentage of monthly fees for the service(s) affected by the missed objective (“Affected Service”). Credits may not exceed 100% of the monthly fees for the Affected Service. A credit will be applied only to the month in which the event giving rise to the credit occurred. Customer’s remedies for any and all claims relating to the Service will be limited to those set forth in this SLA. If a Customer fails to notify WOW! in the manner set forth herein within thirty (30) days after the Service Outage with respect to the applicable service credits, Customer will have waived its right to such service credits for that month. To be eligible for service credits, the Customer must be in good standing with WOW! and current in all of its obligations.

7. Epidemic Failure

A Service is considered to have Chronic Trouble if it experiences; (i) a single Service Outage in excess of twenty-four (24) hours, (ii) three (3) or more Service Outages in any thirty (30) consecutive day period, or (iii) five (5) or more Service Outages in any six (6) month period. Customer shall have the right to terminate the affected Service without penalty or further liability to WOW! provided that written notice of termination is provided to WOW! within thirty (30) calendar days of the event giving rise to the termination right under this Section. Customer shall be responsible for any and all charges incurred prior to the effective date of termination, less any applicable SLA credits. To qualify as a Service Outage under this paragraph, such Service Outage must be a Service Outage that would entitle Customer to credits under this Agreement. If Customer does not exercise its termination right within such thirty (30) day period, such right shall lapse with respect to that instance of Chronic Trouble and the number of Services Outages shall reset to zero for the purpose of this Section.

8. Force Majeure

Any delay in or failure of performance by WOW! Business Services will not be considered a breach of this SLA if and to the extent caused by events beyond its reasonable control, including, but not limited to, acts of God, embargoes, governmental restrictions, strikes, lockouts, work stoppages or other labor difficulties, riots, insurrection, wars, or other military action, acts of terrorism, civil disorders, rebellion, fires, floods, vandalism, or sabotage. WOW! Business Services’ obligations hereunder will be suspended to the extent caused by the force majeure so long as the force majeure continues.

9. Recurring Service Errors

If a service experiences recurring Service Unavailability or SLG failures, then upon Customer’s request, WOW! and Customer shall coordinate and cooperate to jointly provide the necessary personnel and equipment, at each party’s own cost, to promptly perform a root cause analysis to determine the cause of such recurring errors. Upon such joint determination, WOW! shall provide Customer with a written action to be taken by WOW! and the date by which such corrective action shall be completed. WOW! shall correct such recurring errors at no additional charge to Customer.

10. Network Maintenance and Change Management

10.1 Fiber Network Maintenance

All scheduled fiber maintenance activities will normally occur between 12a and 6a local time, Monday through Friday, emergencies withstanding. Communication to customers of such planned activities will be no less than 5 business days prior to the scheduled fiber maintenance.

10.2 HFC and DOCSIS Network Maintenance

10.2.1 Non-Service Impacting Maintenance

WOW! routinely conducts ongoing non-service impacting maintenance of its HFC network to ensure optimal performance and reliability. Customers will not be notified of these activities. Examples of pro-active, non-service impacting maintenance activities include but are not limited to:

- Power level verification
- SNR (Signal to Noise Ratio) analysis
- Noise analysis
- Power supply operation

10.2.2 Service Impacting Maintenance

- Pre-planned and scheduled service impacting outages will be scheduled between 12a and 6a local time, Monday through Friday.
- EoHFC customers will be identified and notified within 5 business days of the scheduled maintenance activity.

10.2.3 Emergency Maintenance

WOW! reserves the right to conduct emergency maintenance procedures that may be service impacting. This is usually the result of a routine non-service impacting maintenance activity that has identified an issue that will cause service interruption to one or more customers within the next 24 hours. Every attempt will be made to perform emergency maintenance procedures within the standard policy of conducting service-impacting maintenance within the 12a-6a, M-F window. Due to the nature of the specific emergency actions needed, WOW! cannot guarantee that emergency maintenance will occur during the regular maintenance window.

10.2.4 Blackouts and Moratoriums


Emergency maintenance activities withstanding, WOW! will make every attempt to limit service impacting maintenance at certain periods throughout the year. The timeframes include, but are not limited to:

- Holidays
- Significant events warranting caution:
 - Major sales events (Black Friday/Monday – Thanksgiving holiday)
 - Christmas
 - Major sporting events (Superbowl)
 - Elections
 - Tax day

11. WOW! Equipment Recovery

Customer agrees that upon expiration or termination of service for any reason, customer shall permit WOW! access to retrieve from applicable service locations any and all WOW! equipment used to provide the service with 10 (ten) business days of this agreement's expiration or termination. WOW! reserves the right to invoice the customer full replacement costs for any unreturned, damaged, lost, or stolen equipment relevant to providing the service associated with this agreement or applicable service addendums.

AGREED TO AND ACCEPTED BY:

<p>WOW Business Services, LLC</p> <p>By: _____ Authorized Signature</p> <p>Print Name: _____</p> <p>Print Title: _____</p> <p>Date: _____</p>	<p>Customer: _____</p> <p>By:  Authorized Signature</p> <p>Print Name: <u>Michael DeBartolo</u></p> <p>Print Title: <u>Asst Supt - Financet Operations</u></p> <p>Date: <u>3/5/2019</u></p>
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Internet Service Level Agreement (SLA) Addendum to the MSA

Network Definition

This Service Level Agreement (“SLA”) includes the Customer’s access port (the port on the WOW! aggregation router or cable modem upon which the Customer’s circuit terminates) and the WOW! owned and controlled IP backbone network (routers and circuits including any transit connections) (“WOW! IP Network”). This SLA does not cover networks owned and/or controlled by other carriers; local access circuits (e.g. local loop); Customer premise equipment (CPE); Customer’s local area network (LAN); interconnections to or from and connectivity within other Internet Service Provider (ISP) networks; scheduled maintenance and emergency maintenance; any act or omission by Customer, its officers, directors, employees, subcontractors, agents, or any other entity under Customer’s control; and/or any circumstance beyond WOW!’s reasonable control including Internet attacks (denial of service, virus and work activity, etc.) or force majeure event as defined in this SLA.

1.0 Service Description and Bandwidth Options

Dedicated Internet Access (DIA)

WOW! provides DIA to business customers looking for the utmost in reliability and performance from their Internet connection. WOW! DIA is a fiber-based Internet access product whereby bandwidth is symmetrical and offered at the following speeds:

- 5, 10, 20, 30, 40, 50, 60, 70, 80, 90, and 100 Mbps
- 100 – 1000 Mbps in 100 Mbps increments
- 1Gbps – 10Gbps in 1G increments

High Speed Data (HSD)

WOW! provides High Speed Data (HSD) Internet access via it’s Hybrid Fiber Coaxial (HFC) Network and IP Backbone in the following asymmetrical speeds (Subject to Change)

- 8/1, 30/5, 60/10, 120/15, 240/15, 300/20, 600/40, and 1000/50 (Download/Upload Mbps)
 - Available in: Augusta GA, Auburn AL, Charleston SC, Chicago IL, Cleveland OH, Columbus GA, Columbus OH, Detroit MI, Dothan, AL, Evansville IN, Ft Gordon GA, Huntsville AL, Knoxville TN, Lansing MI, Mid-Michigan, Montgomery AL, Panama City FL, Pinellas FL, Valley AL
 - Speed availability varies by node in Mid-MI
 - Max speed available in Dothan and Mid-Michigan is 300/20
 - Max speed available in Ft Gordon is 120/15
- 15/2, 30/4 and 50/5 (Download/Upload Mbps)
 - Anne Arundel Area Only (Baltimore, MD area)

2.0 Service Level Objectives

Installation

The installation Service Level Objective (SLO) for Internet Services, both DIA and HSD, is 30 Business days from order acceptance and applies to validated orders to on-net, WOW!, fiber-lit (DIA) or HFC (HSD) locations.

Accepted and validated orders require the following:

- Signed service order agreement and other required documentation specified by WOW!.
- Technical questionnaires detailing IP address allocation, BGP, SMTP, and DNS configurations (As required).
- Order form details, including, but not limited to site installation address, detailed demarcation information and appropriate contact information.

Factors that will impact the installation SLO:

- Customer's or contracted representative's availability at the mutually agreed upon time of installation.
- Changes to the order by the customer or on behalf of the customer.
- Reasonably unforeseen or force majeure events.

Services Requiring a Network Build

The target installation interval for all services requiring construction will be mutually agreed to by all parties on an individual case basis.

Expedite Fees

WOW! considers all requests for expedited services on an individual case basis. The one-time fee for expedited service will be at least \$500.00 and is subject change.

Demarcation Extensions

WOW! provides Internet Services, DIA or HSD, to the minimum point of entry (MPOE) of on-net, WOW! locations. Demarcation extensions are the responsibility of the customer.

Service Performance SLOs

1. Dedicated Internet Access (DIA)

i. Network Availability - DIA

WOW!'s DIA service is architected for 99.99% network availability and is based on the number of minutes in any given month.

The total number of minutes during which service on that circuit is available for use by Customer (able to transmit data), divided by the total number of minutes in the calendar month. The availability shall be calculated as follows:

$$\text{Availability} = \frac{(24 \text{ hours} \times 60 \text{ minutes} \times N \text{ days}) - \text{Circuit outage time (minutes)}}{(24 \text{ hours} \times 60 \text{ minutes} \times N \text{ days})}$$

“Network Unavailability” will not include Scheduled Maintenance, or any unavailability resulting from (a) Customer's applications or equipment, (b) acts or omissions of Customer or user of the Service authorized by Customer or (c) Force Majeure (see below).

ii. Mean Time to Repair (MTTR) - DIA

MTTR is the time required to repair service to an operational condition and applies to a service that is not active or that is experiencing consistent service degradation. The MTTR SLO is four (4) hours for electronic failure and eight (8) hours for outages caused by fiber cuts.

MTTR measurements are from the time a customer reports an issue and opens up a trouble-ticket until the time WOW! restores service.

The MTTR SLO is not subject to outages caused by customer equipment failure nor is it subject to connections beyond the WOW! demarcation to the customer.

iii. Network Latency - DIA

WOW!'s SLO for average round-trip latency in any metro market is less than or equal to 45mS and is measured from the customer premise demarcation where service is provided to the nearest interconnection location in 15-minute samples throughout the month.

iv. Packet Delivery Ratio (PDR) - DIA

WOW!'s Packet Delivery Ratio (PDR) is 99.9% in any given month and is defined as the ratio (in percentage) of packets delivered vs the total number transmitted between the customer premise demarcation where service is provided to the nearest interconnection location. PDR is measured in 15-minute samples throughout the month.

2. High Speed Data (HSD)

WOW!'s HSD service is a Best Effort service that does not carry service level objectives for data delivery. If this is the customer expectation, then WOW! Fiber-based DIA services should be considered. However, HSD does offer two SLOs, one for availability and a second for restoration of services in the unlikely event of an unplanned outage. Both are detailed below.

i. Network Availability - HSD

WOW!'s HSD service is architected for 99.9% network availability and is based on the number of minutes in any given month.

The total number of minutes during which service on that circuit is available for use by Customer (able to transmit data), divided by the total number of minutes in the calendar month. The availability shall be calculated as follows:

$$\text{Availability} = \frac{(24 \text{ hours} \times 60 \text{ minutes} \times N \text{ days}) - \text{Circuit outage time (minutes)}}{(24 \text{ hours} \times 60 \text{ minutes} \times N \text{ days})}$$

"Network Unavailability" will not include Scheduled Maintenance, or any unavailability resulting from (a) Customer's applications or equipment, (b) acts or omissions of Customer or user of the Service authorized by Customer or (c) Force Majeure (see below).

ii. Mean Time to Repair (MTTR) - HSD

MTTR is the time required to repair service to an operational condition and applies to a service that is not active or that is experiencing consistent service degradation. The MTTR SLO is four (4) hours for electronic failure and eight (8) hours for outages caused by fiber cuts.

MTTR measurements are from the time a customer reports an issue and opens up a trouble-ticket until the time WOW! restores service.

The MTTR SLO is not subject to outages caused by customer equipment failure nor is it subject to connections beyond the WOW! demarcation to the customer.

Service Outage (Availability) Credits

CREDIT ALLOWANCES		
Service	Length of Service Outage	Credit
On-Net Dedicated Internet Access (DIA)	Five (5) minutes or less	No Credit
	Greater than five (5) minutes and less than eight (8) hours	10%
	Greater than eight (8) hours and less than twenty-four (24) hours	25%
	Greater than twenty-four (24) hours	50%
On-Net High Speed Data (HSD)	One (1) hour or less	No Credit
	Greater than one (1) hour and less than eight (8) hours	10%
	Greater than eight (8) hours and less than twenty-four (24) hours	25%
	Greater than twenty-four (24) hours	50%

Service Degradation Credits (DIA Only)

If DIA services suffer from degradation and fails to meet the Service Level Objectives for PDR or Latency, Customer will be entitled to credits per the table below. Customer will not be entitled to credits related to On-Net DIA Service Level Objectives if the Network Availability Service Level Objective was not met for the same incident.

CREDIT ALLOWANCES		
Service	Length of Service Degradation	Credit
On-Net Dedicated Internet Access (DIA)	Fifteen (15) minutes or less	No Credit
	Greater than fifteen (15) minutes and less than one (1) hour	5% of the MRC for the degraded service
	One (1) hours or more	5% of the MRC of the degraded service for each full hour of service degradation

4.0 Service Credit Exceptions; Maximum Credits; Credit Requests

Service credits will not be available in cases where the SLA is not met as a result of: (a) the negligence, acts, or omissions of customer, its employees, contractors, agents, or its end users, including, without limitation, customer failure to comply with the terms of the Service Exhibit; further, time elapsed due to non-responsiveness from customer, or inability to access customer site for purposed of repairing the service, will be deducted from trouble ticket timelines when used in the calculation of SLAs. (b) the failure or malfunction of equipment, applications, or systems not owned or controlled by WOW!; (c) circumstances or causes beyond the control of WOW!, including instances of Force Majeure; or (d) scheduled service maintenance, alteration, or implementation. In the event that the customer is entitled to multiple credits under this SLA arising from the same event, such credits will not be cumulative and the customer will be entitled to receive only the highest maximum single credit available for such event (e.g., customer will not be entitled to “double credits”). Credits are calculated as the percentage of monthly fees for the service(s) affected by the missed objective (“Affected Service”). Credits may not exceed 100% of the monthly fees for the Affected Service. A credit will be applied only to the month in which the event giving rise to the credit occurred. Customer’s remedies for any and all claims relating to the Service will be limited to those set forth in this SLA. If a Customer fails to notify WOW! in the manner set forth herein within thirty (30) calendar days after the Service Outage with respect to the applicable service credits, Customer will have waived its right to such service credits for that month. To be eligible for service credits, the Customer must be in good standing with WOW! and current in all of its obligations.

5.0 Chronic Service Trouble

A Service is considered to have Chronic Trouble if it experiences; (i) a single Service Outage in excess of twenty-four (24) hours, (ii) three (3) or more Service Outages in any thirty (30) consecutive day period, or (iii) five (5) or more Service Outages in any six (6) month period. Customer shall have the right to terminate the affected Service without penalty or further liability to WOW! provided that written notice of termination is provided to WOW! within thirty (30) calendar days of the event giving rise to the termination right under this Section. Customer shall be responsible for any and all charges incurred prior to the effective date of termination, less any applicable SLA credits. To qualify as a Service Outage under this paragraph, such Service Outage must be a Service Outage that would entitle Customer to credits under this Agreement. If Customer does not exercise its termination right within such thirty (30) day period, such right shall lapse with respect to that instance of Chronic Trouble and the number of Services Outages shall reset to zero for the purpose of this Section.

6.0 Force Majeure

Any delay in or failure of performance by WOW! Business Services will not be considered a breach of this SLA if and to the extent caused by events beyond its reasonable control, including, but not limited to, acts of God, embargoes, governmental restrictions, strikes, lockouts, work stoppages or other labor difficulties, riots, insurrection, wars, or other military action, acts of terrorism, civil disorders, rebellion, fires, floods, vandalism, or sabotage. WOW! Business Services' obligations hereunder will be suspended to the extent caused by the force majeure so long as the force majeure continues.

7.0 Network Maintenance and Change Management

7.1 Fiber Network Maintenance

All scheduled fiber maintenance activities will normally occur between 12a and 6a local time, Monday through Friday, emergencies withstanding. Communication to customers of such planned activities will be no less than 5 business days prior to the scheduled fiber maintenance.

7.2 HFC and DOCSIS Network Maintenance

7.2.1 Non-Service Impacting Maintenance

WOW! routinely conducts ongoing non-service impacting maintenance of its HFC network to ensure optimal performance and reliability. Customers will not be notified of these activities. Examples of pro-active, non-service impacting maintenance activities include but are not limited to:

- Power level verification
- SNR (Signal to Noise Ratio) analysis
- Noise analysis
- Power supply operation

7.2.2 Service Impacting Maintenance

- Pre-planned and scheduled service impacting outages will normally be scheduled between 12a and 6a local time, Monday through Friday.

7.2.3 Emergency Maintenance

WOW! reserves the right to conduct emergency maintenance procedures that may be service impacting. This is usually the result of a routine non-service impacting maintenance activity that has identified an issue that will cause service interruption to one or more customers within the next 24 hours. Every attempt will be made to perform emergency maintenance procedures within the standard policy of conducting service-impacting maintenance within the 12a-6a, M-F window. Due to the nature of the specific emergency actions needed, WOW! cannot guarantee that emergency maintenance will occur during the regular maintenance window.

7.2.4 Blackouts and Moratoriums


Emergency maintenance activities withstanding, WOW! will make every attempt to limit service impacting maintenance at certain periods throughout the year. These timeframes include, but are not limited to:

- Holidays
- Significant events warranting caution:
 - Major sales events (Black Friday/Monday – Thanksgiving holiday)
 - Christmas
 - Major sporting events (Superbowl)
 - Elections
 - Tax day

8.0 WOW! Equipment Recovery

Customer agrees that upon expiration or termination of service for any reason, customer shall permit WOW! access to retrieve from applicable service locations any and all WOW! equipment used to provide the service with 10 (ten) business days of this agreement’s expiration or termination. WOW! reserves the right to invoice the customer full replacement costs for any unreturned, damaged, lost, or stolen equipment relevant to providing the service associated with this agreement or applicable service addendums.

AGREED TO AND ACCEPTED BY:

WOW Business Services, LLC By: _____ Authorized Signature Print Name: _____ Print Title: _____ Date: _____	Customer: By:  Authorized Signature Print Name: <u>Michael D. Bartle</u> Print Title: <u>Asst Supt Finance + Operations</u> Date: <u>3/5/19</u>
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**Prospect Heights School District 23
Board Discussion Item**

Date: **March 13, 2019**

Title: **Board Elections and Transition**

Contact: **Don Angelaccio**

Local elections will be held on April 2, 2019 which include our 5 uncontested Board Member seats. We must wait until the clerk's office certifies the election results on April 22. We are then required to seat the new Board between April 23 and April 30. This will require a Special Board meeting. I am asking Board members to check calendars to see if a special meeting may be scheduled at 7:00pm on either Wednesday, April 24 or Monday, April 29.

The agenda for this meeting will include:

- Swear in and seat newly elected board members
- Elect board officers: President, Vice President, and Secretary
- Set the board's regular meeting schedule.
- Affirm Board resolution to pay bills

We will make a reservation after the special meeting to go out for a light dinner/appetizers as a send off for Jeff and welcome to Gonca. Details will follow after the date is selected.

I will reach out to our new Board member to check her availability and again after the April 2 election date to begin the "on-boarding" and transition process outlined in our IASB application, drafted by Mari-Lynn. This includes:

- Enroll in new BOE member training
- Explain Board role, responsibilities, and District Mission/Vision
- Share Board meeting dates/location
- Explain Board Committees
- Tour of District buildings and introductions to Admin team
- Meet with Don, Micheal and Amy to review
 - Strategic Plan
 - Annual Financial Report, budget and bill review process
 - Curriculum Cycle and committee work
 - 10 Year Facilities Plan
 - Website, Board Updates, and Board Book
 - NSSEO Cooperative
- Review 1st Board Meeting Agenda/Board Packet

Lastly, I ask the Board to consider what training or workshop options might be of interest, as we will need to schedule these for June and/or Fall.

These training options could be facilitated in a variety of ways dependent upon our goals and desire to gain Board Governance Recognition again through IASB. Some suggestions to consider are:

- Board Governance Review - New Board member, new roles, and process review.
- Communications and Community Outreach
- Strategic Plan Review - In conjunction with Administration

Based upon the Board's interests, I will identify options and bring them back at a future Board meeting for consideration and action.



Prospect Heights School District 23
Board Memorandum
Information Item

Date: March 13, 2019

Subject: Spring Curriculum Update

Prepared by: Dr. Amy Zaher

This quarterly update is provided to keep the board informed of the progress of committee work and curriculum enhancements.

Special Education Instructional Program Now SAILing Away with a New Name

Dr. Sroka has been working with teachers and parents over the last year to build a mission, vision, and a new name for the Instructional Special Education Program. Last Thursday during Parent/Teacher Conferences, the K-8 Instructional Program Staff shared the updated information with parents. The Instructional Program will now be called the **SAIL (Structured Adapted Individualized Learning)** Program. The SAIL Program provides:

- Adapted programming to meet the academic, functional life skills, and social/emotional needs of students
- Opportunities to generalize skills across school settings and in the community
- Inclusive opportunities in the school community

Professional Development Update

Our district plans and provides professional development opportunities each year that is focused on the goals of our strategic plan which is to encourage a learning environment that emphasizes excellence and retains high-quality staff. We provide professional development in-house and we also send teachers and staff to conferences outside of the district. Below are some recent examples of professional development our staff attends outside of the district:

- Five teachers attended the Annual Statewide Conference for Teachers Serving Linguistically and Culturally Diverse Students (Bilingual Conference)
- Eight teachers attended the Early Childhood Conference
- Eight teachers attended the Illinois Computing Educators (ICE) Conference. We also had four teachers represent our district by presenting at this conference.
 - Maria Stavropoulos
 - Yianni Bertzos presented a session titled: 1:1 iPad Management through JAMF
 - Angie Lovato and Alison Mahoney presented a session titled: Connect With Other Classrooms...Across the Hall or Across the Globe!

Library Media Curriculum Update

The Library Media Committee is responsible for creating and revising the curriculum that our Library Media Specialists as well as teachers use to address the Illinois Standards Aligned Instruction for Libraries (ISAIL). The committee discussed the process of creating a vision and making that vision a reality. The “Future Ready Library” serves a very different purpose, with very different tools, to an ever-changing clientele, and is not a distant, futuristic model of service. It is HERE and the time is NOW!

This committee of professionals is to be commended for their time and dedication to reflecting, creating, and working toward an enhanced LMC for the students, parents, and faculty of District 23.

In keeping with the Future Ready Library theme, this year, the team discussed embedding Technology Standard in their curriculum document. We will invite teachers in the coming weeks to review and make suggestions on this document. We are planning to have this finalized before school is out.

The Library Media Committee members are Kristen Herzog, Kimberly Strachn, Betsy Yager, Mary Beth McWilliams, Maria Stavropoulos and Amy Zaher

Math Curriculum Update

The Prospect Heights District 23 Math Curriculum Committee is responsible for recommending instructional materials that promote College and Career Readiness for all students in Math.

The assistance of a number of people is critical in this recommendation. Without their generous support, this process would not be possible. For their knowledge, dedication, and energy we thank the following individuals:

K-5 Committee

Kinder: Stacy Balla, Sherrie Grishchow, 1st: Pam Garceau, Lisa Schmidt, 2nd: Allison Mass, Julie Murray, 3rd: Emily Butts, Nazera Chartouni, 4th: Tara MacTavish, 5th: Linda Hartmann, SPED: Christine Pufundt, Gina Stolton, TIS/Tech: Alison Mahoney, Yianni Bertso, Administrators: Maria Stavropoulos, Traci Meziere, Luke Lambatos, Craig Curtis and Amy Zaher

6th-8th Committee

6th: Amy Mailloux, Mike Howitz, 7th: Erin Dolwick, Mark Atkinson, 8th: Dave Alexander, SPED: Jill Halpin, TIS/Tech: Hannah Sutter, Yanni Bertso, Administrators: Maria Stavropoulos, Cam Nystrom, Chris Alms, Amy Zaher

Instructional Materials Selection Process Update

During the 2018-2019 School year, the Math Curriculum Committee will use the following process to select instructional materials that promote Career and College Readiness for all students in Math.

	In Progress	Upcoming	Completed	Notes
Study of the math standards			X	
Develop the selection criteria and rubric to evaluate materials			x	
Research math materials			x	
Request samples and apply the rubric			x	
Narrow the selection			x	Our committee started with 4 programs in K-5 and 4 in 6th-8th. We have narrowed the selection to 2 in K-5 and 3 in 6th-8th.
Develop questions for each publisher			x	

Publishers are called to present materials and address questions			x	Presentations were scheduled in January/February.
Invite other teachers who are not on the committee to peruse materials and leave feedback			x	Teachers who are not on the committee were given access to the materials and encouraged to give input to their fellow colleagues on the committee.
Pilot some of the lessons			x	Our committee members are reviewing the sample materials and piloting lessons in their classrooms.
Determine the final recommendation			x	The recommendation is to approve the Ready Math program for Kdg- 8th Grade.
Receive quotes from the recommended publishers			x	
Negotiate pricing of materials			x	
Present and recommend the final selection(s) to the Board of Education			x	The goal is to bring our committee's recommendation to the BOE for approval at the April meeting.



Micheal DeBartolo <mdebartolo@d23.org>

SmartProcure FOIA Request to Prospect Heights School District 23 for Contact Information

Bethany Simpson <bsimpson@smartprocure.com>
To: mdebartolo@d23.org
Cc: dangelaccio@d23.org, l Ellison@d23.org

Wed, Feb 27, 2019 at 4:18 PM

Good afternoon,

SmartProcure is submitting a commercial FOIA request to the Prospect Heights School District 23 for all current employee/staff contact information. 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. First Name
2. Last Name
3. Position Title
4. Department
5. Employment Type ie: full-time, part-time, contractor
6. General Office Phone Number
7. Direct Office Phone Number
8. Business Cell Phone (if provided by Prospect Heights School District 23)
9. Office Fax
10. Email Address
11. Office Physical Address
12. Office Mailing Address

Please email the information to bsimpson@smartprocure.com.

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,

Bethany Simpson
Data Acquisition Specialist
SmartProcure
Email: bsimpson@smartprocure.com
Direct Line: 954-420-9900 ext: 684



Micheal DeBartolo <mdebartolo@d23.org>

SmartProcure FOIA Request to Prospect Heights School District 23 for Contact Information

Micheal DeBartolo <mdebartolo@d23.org>

Wed, Mar 6, 2019 at 11:33 AM

To: Bethany Simpson <bsimpson@smartprocure.com>

Bcc: Board of Education <boe@d23.org>, Don Angelaccio <dangelaccio@d23.org>

Bethany:

Attached please find the timely response to your Freedom of Information request filed on Wednesday, February 27th.

Micheal DeBartolo
Assistant Superintendent for Finance & Operations

Prospect Heights School District 23
700 North Schoenbeck Road
Prospect Heights, Illinois 60070

(847) 870-5552 Telephone
(847) 870-3896 Facsimile

----- Forwarded message -----

From: **Bethany Simpson** <bsimpson@smartprocure.com>
Date: Wed, Feb 27, 2019 at 4:18 PM
Subject: SmartProcure FOIA Request to Prospect Heights School District 23 for Contact Information
To: <mdebartolo@d23.org>
Cc: <dangelaccio@d23.org>, <lellison@d23.org>

Good afternoon,

SmartProcure is submitting a commercial FOIA request to the Prospect Heights School District 23 for all current employee/staff contact information. 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:

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3. Position Title
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6. General Office Phone Number
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11. Office Physical Address
12. Office Mailing Address

Please email the information to bsimpson@smartprocure.com.

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,

Bethany Simpson
Data Acquisition Specialist
SmartProcure
Email: bsimpson@smartprocure.com
Direct Line: 954-420-9900 ext: 684

 **FOIA.xlsx**
32K

<u>First Name</u>	<u>Last Name</u>	<u>Position Title</u>	<u>Department</u>
Donald	Angelaccio	Superintendent	Admin. Center
Beth	Adamski	Substitute	No Department
Ioannis	Bertsos	Network Manager	Admin. Center
Colin	Botwinski	Summer Maintenance	Buildings and Grounds
Diana	Cairo	Lunch Substitute	Sullivan
Susan	Ambler	Substitute	No Department
Frank	Calcagno	Operations Support	Buildings and Grounds
Micheal	DeBartolo	Assistant Superintendent	Admin. Center
Lorrie	Ellison	Business Services Spclst	Admin. Center
Joanne	Engstrom	Receptionist/Registrar	Admin. Center
Kris	Lebrecht	EDP Director	Admin. Center
Stephen	Lieggi	Day Custodian	Buildings and Grounds
Debra	Macek	Payroll Acct Specialist	Admin. Center
Michelle	O'Donnell	Executive Assistant	Admin. Center
Deborah	Pitts	App Specialist/Technician	Admin. Center
Kristopher	Plough	Summer Maintenance	Buildings and Grounds
Christopher	Reglis	Tech. Support Technician	Admin. Center
Brian	Rominski	Director of Bldgs & Grnds	Admin. Center
Curtis	Schmidt	Ass't. Maint. Supervisor	Admin. Center
Chrystyna	Sroka	Director of Spec. Ed.	Admin. Center
Diane	Bernardi	Substitute	No Department
Maria	Stavropoulos	Director of Technology	Admin. Center
Sandra	Uribe-Lopez	EDP / Lunch	EDP
Carrie	Vergil	Human Resource Coord.	Admin. Center
Amy	Zaher	Assistant Superintendent	Admin. Center
Estefany	Bahena Fitz	EDP Supervisor	EDP
John	Bosch	Substitute	No Department
Michael	Baker	Summer Maintenance	Buildings and Grounds
Elizabeth	Bowman	Substitute	No Department
Marjorie	Beckley	Summer School Assistant	ESY
Abigail	Chester	Summer School Assistant	ESY
David	Chilovich	EDP Supervisor	EDP
Ryan	Downum	Summer Maintenance	Buildings and Grounds
Kylie	Gember	Intern	Ross
Deborah	Grafman	Summer School Assistant	ESY
Priscilla	Hanes	Summer School Teacher	ESY
Ethan	Johnson	Summer Maintenance	Buildings and Grounds
John	Lancaster	Summer Maintenance	Buildings and Grounds
Celia	Bullock	Substitute	No Department
Amy	Burrell-Tichy	Substitute	No Department
Jennifer	Busse	Substitute	No Department
Joseph	Lebrecht	Summer Maintenance	Buildings and Grounds
Elizabeth	Cabrera	Substitute	No Department
Natalia	Millin	Summer School SLP	ESY
Alexander	Morain	Summer Maintenance	Buildings and Grounds
Jack	Samson	Summer Maintenance	Buildings and Grounds

Christina	Sanchez	Summer School Nurse	ESY
Daniel	Voltz	Summer Maintenance	Buildings and Grounds
Stacy	Balla	Classroom Teacher	Eisenhower
Nicole	Baran	Early Childhood Teacher	Eisenhower
Alexandra	Bozio	ECDEC Teacher	Eisenhower
Tanya	Bratko	Physical Therapist	Eisenhower
Michelle	Broms	Office/Building Assistant	Eisenhower
Lissa	Carlson	Nurse	Eisenhower
Amy	Caspari	Reading Support Teacher	Eisenhower
Lawrence	Czarkowski	Classroom Teacher	Eisenhower
Lois	Choi	Substitute	No Department
Jennifer	Clarke	Substitute	No Department
Kristen	Derrico	Early Childhood Teacher	Eisenhower
Kurt	Collins	Substitute	No Department
Meaghan	Collins	Substitute	No Department
Rebecca	Durbin	Tech. Integration Spclst	Eisenhower
Jessica	Eloisa	ECDEC Program Assistant	Eisenhower
Colleen	Corrigan-Quirk	Substitute	No Department
Kayleen	Fahey	Early Childhood Teacher	Eisenhower
Maria	Fernandez Puig	Bilingual Program Assist	Eisenhower
Barbara	Forst	SPED Assistant	Eisenhower
Barbara	Custer	Substitute	No Department
Gretchen	Frank	Summer School Teacher	ESY
Terry	Daulton	Substitute	No Department
Pamela	Garceau	Classroom Teacher	Eisenhower
Debbie	Gardiner	Classroom Teacher	Eisenhower
Jessa	Gianneschi	SPED Assistant	Eisenhower
Dana	Goldstein	PE Teacher	Eisenhower
Sherrie	Grischow	Classroom Teacher	Eisenhower
Margaret	Dewar	Substitute	No Department
Wendy	Dewar	Substitute	No Department
Elizabeth	Guza	SPED Assistant	Eisenhower
Iwona	Hauschild	Classroom Teacher	Eisenhower
Kristen	Herzog	LMS Teacher	Eisenhower
Elizabeth	Hirsch	Occupational Therapist	Eisenhower
Kristina	Dreyer	Substitute	No Department
Cara	Duffy	Substitute	No Department
Richard	Jacobson	Summer School Assistant	ESY
Nikmarie	Karpenski	Summer School Teacher	ESY
Claudia	Kowalski	SPED Assistant	Eisenhower
Cheryl	Kreiman	Speech/Lang. Pathologist	Eisenhower
Lucas	Lambatos	Principal	Eisenhower
Jessica	Lelito	LBS Instructional Teacher	Eisenhower
Jennifer	Luke	SPED Assistant	Eisenhower
Juan	Martinez-Mendes	At-Risk Program Assistant	Eisenhower
Genie	Menzia	Title I Tutor	Eisenhower
Suzanne	Milanez	SPED Assistant	Eisenhower

Susan	Miller	Classroom Teacher	Eisenhower
Julie	Mullaney	Classroom Teacher	Eisenhower
Martha	Paredes	ECDEC Program Assistant	Eisenhower
Janet	Pateras	At-Risk Program Assistant	Eisenhower
Deborah	Peterson	SPED Assistant	Eisenhower
Carol	Petrusha	Classroom Teacher	Eisenhower
Christina	Pufundt	LBS Resource Teacher	Eisenhower
Patricia	Reibel	Administrative Assistant	Eisenhower
Kathleen	Retsky	SPED Assistant	Eisenhower
Amy	Rozner	LBS Resource Teacher	Eisenhower
Bonnie	Gerstung	Substitute	No Department
Carlos	Rubio	Night Custodian	Eisenhower
Miguel	Rubio	Day Custodian	Eisenhower
Carly	Goff	Substitute	No Department
Renee	Goff	Substitute	No Department
Donna	Ruth	Title I Tutor	Eisenhower
Nancy	Gorecki	Substitute	No Department
Amy	Goss	Substitute	No Department
Analiza	Santiago	SPED Assistant	Eisenhower
Lisa	Schmidt	Classroom Teacher	Eisenhower
June	Seelig	SPED Assistant	Eisenhower
Beth	Stoken	Art Teacher	Eisenhower
Margaret	Tomasik	Classroom Teacher	Eisenhower
Michelle	Valderrama	Classroom Teacher	Eisenhower
Cheryl	Hampe	Substitute	No Department
Ann	Walker	Reading Support Teacher	Eisenhower
Rachel	Hankins	Substitute	No Department
Patricia	Walsh	Occupational Therapist	Eisenhower
Jean	Wilson	SPED Assistant	Eisenhower
Suzanne	Wojtalewicz	SPED Assistant	Eisenhower
Margaret	Haug	Substitute	No Department
Jaya	Zachariah	SPED Assistant	Eisenhower
Abra	Zaveduk	Social Worker	Eisenhower
Ann	Heineman	Substitute	No Department
Thomas	Helbling	Substitute	No Department
Lindsey	Castronovo	Speech/Lang. Pathologist	Eisenhower
Sara	Craig	School Psychologist	Eisenhower
Kaitlin	Kolka	Speech/Lang. Pathologist	Eisenhower
David	Alexander	Classroom Teacher	MacArthur
Sue	Heuer	Substitute	No Department
Christopher	Alms	Assistant Principal	MacArthur
Mark	Atkinson	Classroom Teacher	MacArthur
Janina	Babon	Night Custodian	MacArthur
Ann	Hodits	Substitute	No Department
Kim	Basile	Classroom Teacher	MacArthur
Jeffrey	Hurley	Substitute	No Department
Kristen	Bearwald	Classroom Teacher	MacArthur

Michael	Becker	PE Teacher	MacArthur
Leslie	Jasper	Substitute	No Department
Pamela	Jelaca	Substitute	No Department
Joseph	Behun	Classroom Teacher	MacArthur
Jonathan	Boyer	Music/Orchestra Teacher	MacArthur
Kris	Brand	Nurse	MacArthur
Kim	Brunner	Classroom Teacher	MacArthur
Claudia	Carpenter	Administrative Assistant	MacArthur
LuAnn	Casurella	Classroom Teacher	MacArthur
Jean	Johnson	Substitute	No Department
Mark	Kahn	Substitute	No Department
Juan	Chavez-Munoz	Night Custodian	MacArthur
Carolyn	Collins	SPED Assistant	MacArthur
Erin	Dolwick	Classroom Teacher	MacArthur
Victoria	Kator	Substitute	No Department
Donna	Kelly	Substitute	No Department
Jeffrey	Kersch	Substitute	No Department
Richard	Ewanio II	Night Custodian	MacArthur
Sharon	Kiefer	Substitute	No Department
Lauren	Klein	Substitute	No Department
Jonathan	Frohn	Office/Building Assistant	MacArthur
Kasey	Godek	Classroom Teacher	MacArthur
Joel	Grafman	School Psychologist	MacArthur
Jill	Halpin	LBS Teacher	MacArthur
Briana	Harris	SPED Assistant	MacArthur
Melanie	Krupp	Substitute	No Department
Victoria	Hehn	Administrative Assistant	MacArthur
Stacey	Hendricks	Art Teacher	MacArthur
Jodi	Hernandez	LBS Teacher	MacArthur
Alyssa	Hirsh	Speech/Lang. Pathologist	MacArthur
Michael	Howitz	Classroom Teacher	MacArthur
Laura	Jaeschke	SPED Assistant	MacArthur
Melissa	Joffe	Classroom Teacher	MacArthur
Athena	Kalaras	Spanish Teacher	MacArthur
Meghan	Kevil	Classroom Teacher	MacArthur
Susan	Koepke	SPED Assistant	MacArthur
Michelle	Kutcher	PE/Health Teacher	MacArthur
Renukadevi	Lakshminarayanan	LPN	MacArthur
Maggie	Leja	Classroom Teacher	MacArthur
Pamela	Lilly	SPED Assistant	MacArthur
Abigail	Lynch	LBS Teacher	MacArthur
Samantha	Lynn	Family/Cons. Sci. Teacher	MacArthur
Amy	Mailloux	Classroom Teacher	MacArthur
Mary Beth	McWilliams	LMS Teacher	MacArthur
Marilyn	Nelson	Classroom Teacher	MacArthur
Camron	Nystrom	Principal	MacArthur
Victoria	Lynn	Substitute	No Department

Christine	O'Brien	Classroom Teacher	MacArthur
Stephanie	O'Connor	Classroom Teacher	MacArthur
Susan	Peckworth	Classroom Teacher	MacArthur
Daniel	Perillo	PE Teacher	MacArthur
Bryan	Quesea	Applied Tech Teacher	MacArthur
Carly	Racusen	Social Worker	MacArthur
Stephanie	Ritter	Classroom Teacher	MacArthur
Marian	Malek	Substitute	No Department
Lora	Robertson	Classroom Teacher	MacArthur
Diane	Malsom	Substitute	No Department
Melissa	Ross	SPED Assistant	MacArthur
John	Margeson	Substitute	No Department
Marcus	Sabo	Day Custodian	MacArthur
Vasiliki	Samiotakis	PE/Health Teacher	MacArthur
Jessica	Seiler	SPED Assistant	MacArthur
Samuel	Simpson	Music/Band Teacher	MacArthur
Carly	Sullivan	Speech/Lang. Pathologist	MacArthur
Hannah	Sutter	Tech. Integration Spclst	MacArthur
Jeni	Teramoto	Classroom Teacher	MacArthur
Nora	Valenzuela Muneton	Bilingual Program Assist	MacArthur
Denisse	Valladares Oropeza	ESL Teacher	MacArthur
Barbara	Whiteside	SPED Assistant	MacArthur
Megan	Windsor	LBS Teacher	MacArthur
Leon	Wright	Reading Support Teacher	MacArthur
Megan	Murray	Music/Chorus Teacher	MacArthur
Megan	Akhteebo	LBS Teacher	Ross
Inge	Bennett	Classroom Teacher	Ross
Gail	Biagini	SPED Assistant	Ross
Jill	Birschbach	SPED Assistant	Ross
Mariel	Blancas Grimaldo	Lunch Subsittute	Ross
Jose	Blanco	Day Custodian	Ross
Bhavya	Nanjundaiyer	Substitute	No Department
Emily	Butts	Classroom Teacher	Ross
Judith	Newman	Substitute	No Department
Christen	Nolfi	Substitute	No Department
Andrea	Novak	Substitute	No Department
Maria	Caro	EDP Supervisor	EDP
Eva	Cegielski	Classroom Teacher	Ross
Nazera	Chartouni	Classroom Teacher	Ross
Nathan	Cooney	EDP Supervisor	EDP
Teresa	Ozawa	Substitute	No Department
Craig	Curtis	Principal	Ross
Ferdinando	DeFrenza	EDP Supervisor	EDP
Nicole	Dorcey	EDP Substitute	EDP
Sheena	Emberton	School Psychologist	Ross
Candice	Fleischmann	Speech/Lang. Pathologist	Ross
Mary Ellen	Hahn	EDP Supervisor	EDP

Carolyn	Hansen	EDP Supervisor	EDP
Ingrid	Henehan	LBS Resource Teacher	Ross
Cristina	Jimenez	Office/Building Assistant	Ross
Annie	Peterson	Substitute	No Department
Michael	Jimenez	EDP Supervisor	EDP
Hayley	Koepke	EDP Supervisor	EDP
Angela	Levato	Classroom Teacher	Ross
Surina	Lewandowski	Lunch Subsittute	Ross
Joanna	Litsogiannis	Title I Tutor	Ross
Emerson	Macek	EDP Supervisor	EDP
Hunter	Macek	EDP Supervisor	EDP
Robert	Maloney	EDP Supervisor	EDP
Ingrid	Maradkel	Title I Tutor	Ross
Allison	Mass	Classroom Teacher	Ross
Jenny	Mendieta	EDP Substitute	EDP
Michael	Rasmussen	Substitute	No Department
Brian	Mullaney	Night Custodian	Ross
Julie	Murray	Classroom Teacher	Ross
Elli	Parisi	Lunch Supervisor	Ross
Lisa	Parisi	Administrative Assistant	Ross
Alpa	Patel	Lunch Subsittute	Ross
Barry	Robbins	Substitute	No Department
Kristine	Polster	Reading Support Teacher	Ross
Debra	Pupek	Office/Building Assistant	Ross
Megan	Rieger	Social Worker	Ross
Patrick	Robideau	EDP Supervisor	EDP
Nicole	Rodiek	EDP Supervisor	EDP
Gail	Rollefson	Classroom Teacher	Ross
Michelyn	Sabath	Classroom Teacher	Ross
Romina	Salinas	Bilingual Program Assist	Ross
Veronica	Schmidt	Classroom Teacher	Ross
Rachel	Schoeny	Classroom Teacher	Ross
Varsha	Shah	EDP Supervisor	EDP
Amy	Spizziri	Lunch Subsittute	Ross
Cherie	Sakai	Substitute	No Department
Lesia	Stasiuk	Lunch Supervisor	Ross
Ashley	Steinitz	LPN	Ross
Nancy	Stepuszek	SPED Assistant	Ross
Gina	Stolton	LBS Resource Teacher	Ross
Kimberly	Strachn	LMS Teacher	Ross
Erin	Sullivan	Classroom Teacher	Ross
Anton	Todorov	EDP Supervisor	EDP
Gail	Unamboowe	SPED Assistant	Ross
Joy	Unger	SPED Assistant	Ross
Sandra	Vasilakos	Classroom Teacher	Ross
Patricia	Walsh	Classroom Teacher	Ross
Lisa	Wright	Reading Support Teacher	Ross

Demetra	Zarafonitis	Classroom Teacher	Ross
Alexis	Schumacher	Substitute	No Department
Vicki	Schwarz	Substitute	No Department
Temenuga	Zhekova	SPED Assistant	Ross
Ani	Magid	Speech/Lang. Pathologist	Ross
Rachel	Matthews	Art Teacher	Ross
Robert	Miller	PE Teacher	Ross
Kathleen	Quatman	Nurse	Ross
Mary	Snell	Substitute	No Department
Sara	Spinner	Substitute	No Department
Christie	Stocking	Occupational Therapist	Ross
Suha	Abusaleh	Lunch Substitute	Sullivan
Jacklin	Aoraha	Lunch Supervisor	Sullivan
JoAnn	Brant	Day Custodian	Sullivan
Marianne	Broms	Classroom Teacher	Sullivan
Lisa	Brusso	Classroom Teacher	Sullivan
Kelly	Caffero	Administrative Assistant	Sullivan
Carol	Stivers	Substitute	No Department
Eric	Stockey	Substitute	No Department
Andrea	Cooney	Office/Building Assistant	Sullivan
Rachel	Curran	Social Worker	Sullivan
Anna	DeFrenza	SPED Assistant	Sullivan
Michelle	Delgado	Classroom Teacher	Sullivan
Marianne	Strzelecki	Substitute	No Department
Carol	Dorcey	Lunch Supervisor	Sullivan
Nina	Espinos	ESL Teacher	Sullivan
Colleen	Finnander	PE Teacher	Sullivan
Kelly	Funk	Classroom Teacher	Sullivan
Kristene	Ganek	Classroom Teacher	Sullivan
Janet	Tisza	Substitute	No Department
Linda	Hartmann	Classroom Teacher	Sullivan
Brian	Hitzeman	Night Custodian	Sullivan
Alan	Travis	Substitute	No Department
Marlys	Jenkins	LBS Resource Teacher	Sullivan
Violet	Jimenez	SPED Assistant	Sullivan
Sheila	Trossman	Substitute	No Department
Tammy	Kaspari	Classroom Teacher	Sullivan
Debbie	LaCaeyse	SPED Assistant	Sullivan
Kelly	Lett	Classroom Teacher	Sullivan
Erin	Lim	School Psychologist	Sullivan
Tara	MacTavish	Classroom Teacher	Sullivan
Alison	Mahoney	Tech. Integration Spclst	Sullivan
Melissa	Mariconda	LBS Instructional Teacher	Sullivan
Mary	Marwitz	LBS Teacher	Sullivan
Traci	Meziere	Principal	Sullivan
Miguel	Vergil-Alvarado	Substitute	No Department
Carolle	Voltaire	Substitute	No Department

Laura	Mkrtschjan	Classroom Teacher	Sullivan
Georgia	Voutiritsas	Substitute	No Department
Kelsey	Paeth	Reading Support Teacher	Sullivan
Roberta	Walker	Substitute	No Department
Susan	Pennell	Classroom Teacher	Sullivan
Shirley	Pietrowski	Lunch Supervisor	Sullivan
Debra	Samp	SPED Assistant	Sullivan
Jenell	Wetzel	Substitute	No Department
Christina	Scarpaci	Lunch Supervisor	Sullivan
Joseph	Whowell	Substitute	No Department
Laura	Schafernak	Lunch Supervisor	Sullivan
Jill	Schlomann	Classroom Teacher	Sullivan
Pragna	Shah	SPED Assistant	Sullivan
Christina	Stasi	Classroom Teacher	Sullivan
Laurie	Travis	Classroom Teacher	Sullivan
Diane	Trom	Lunch Supervisor	Sullivan
Nadine	Ubert	Classroom Teacher	Sullivan
Jennifer	Wessel	Classroom Teacher	Sullivan
Kathleen	Wrobel	Title I Tutor	Sullivan
Betsy	Yager	LMS Teacher	Sullivan
Meredith	Zawacki	Office/Building Assistant	Sullivan
Mary Ann	Gember	Music/Band Teacher	Sullivan
Karen	Luehr	Music Teacher	Sullivan

<u>Employment Type</u>	<u>General Office Phone Number</u>	<u>Direct Office Phone Number</u>
Full Time	847-870-3850	847-870-3850
As Needed	847-870-3850	847-870-3850
Full Time	847-870-3850	847-870-3850
Seasonal	847-870-3850	847-870-3850
Part Time	847-870-3850	847-870-3865
As Needed	847-870-3850	847-870-3850
Part Time	847-870-3850	847-870-3850
Full Time	847-870-3850	847-870-3850
Full Time	847-870-3850	847-870-3850
Part Time	847-870-3850	847-870-3850
Full Time	847-870-3850	847-870-3850
Part Time	847-870-3850	847-870-3850
Full Time	847-870-3850	847-870-3850
Full Time	847-870-3850	847-870-3850
Full Time	847-870-3850	847-870-3850
Seasonal	847-870-3850	847-870-3850
Full Time	847-870-3850	847-870-3850
Full Time	847-870-3850	847-870-3850
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As Needed	847-870-3850	847-870-3850
Full Time	847-870-3850	847-870-3850
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Part Time	847-870-3850	847-870-3868
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Full Time	847-870-3850	847-870-3865
Part Time	847-870-3850	847-870-3865

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Micheal DeBartolo <mdebartolo@d23.org>

FOIA Request

Carl Figgins <cfiggins@hilleducationassociates.com>
To: "mdebartolo@d23.org" <mdebartolo@d23.org>

Wed, Mar 6, 2019 at 11:43 AM

Hello,

We are a nonprofit organization that has been providing social security/TRS seminars within the area for several years. We know it would make it easier for your staff if we can email for upcoming seminar events directly. We understand we are required to request access to all District 23's employee emails through the Freedom of Information Act. This way we can make direct contact without burdening you or your staff.

Kind Regards,

Carl Figgins

Senior Associate Representative

Hill Education Associates

888-522-3420

hilleducationassociates.com





Micheal DeBartolo <mdebartolo@d23.org>

FOIA Request

Micheal DeBartolo <mdebartolo@d23.org>

Wed, Mar 6, 2019 at 12:12 PM

To: Carl Figgins <cfiggins@hilleducationassociates.com>

Bcc: Board of Education <boe@d23.org>, Don Angelaccio <dangelaccio@d23.org>

Carl:

Attached please find the timely response to your request for information under the Freedom of Information request.

Micheal DeBartolo
Assistant Superintendent for Finance & Operations

Prospect Heights School District 23
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Prospect Heights, Illinois 60070

(847) 870-5552 Telephone
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Responsive Docs to Hill Education Assoc Employee Info FOIA (March 6 2019).xlsx

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Diana	Cairo	Lunch Substitute	
Susan	Ambler	Substitute	
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Elizabeth	Bowman	Substitute	
Marjorie	Beckley	Summer School Assistant	
Abigail	Chester	Summer School Assistant	
David	Chilovich	EDP Supervisor	
Ryan	Downum	Summer Maintenance	
Kylie	Gember	Intern	kgember@d23.org
Deborah	Grafman	Summer School Assistant	
Priscilla	Hanes	Summer School Teacher	
Ethan	Johnson	Summer Maintenance	
John	Lancaster	Summer Maintenance	
Celia	Bullock	Substitute	
Amy	Burrell-Tichy	Substitute	
Jennifer	Busse	Substitute	
Joseph	Lebrecht	Summer Maintenance	
Elizabeth	Cabrera	Substitute	
Natalia	Millin	Summer School SLP	
Alexander	Morain	Summer Maintenance	
Jack	Samson	Summer Maintenance	

Christina	Sanchez	Summer School Nurse	
Daniel	Voltz	Summer Maintenance	
Stacy	Balla	Classroom Teacher	sballa@d23.org
Nicole	Baran	Early Childhood Teacher	nbaran@d23.org
Alexandra	Bozio	ECDEC Teacher	abozio@d23.org
Tanya	Bratko	Physical Therapist	tbratko@d23.org
Michelle	Broms	Office/Building Assistant	mmbroms@d23.org
Lissa	Carlson	Nurse	lcarlson@d23.org
Amy	Caspari	Reading Support Teacher	aCaspari@d23.org
Lawrence	Czarkowski	Classroom Teacher	lczarkowski@d23.org
Lois	Choi	Substitute	
Jennifer	Clarke	Substitute	
Kristen	Derrico	Early Childhood Teacher	kderrico@d23.org
Kurt	Collins	Substitute	
Meaghan	Collins	Substitute	
Rebecca	Durbin	Tech. Integration Spclst	rdurbin@d23.org
Jessica	Eloisa	ECDEC Program Assistant	jeloisa@d23.org
Colleen	Corrigan-Quirk	Substitute	
Kayleen	Fahey	Early Childhood Teacher	phanes@d23.org
Maria	Fernandez Puig	Bilingual Program Assist	mfernandezpuig@d23.org
Barbara	Forst	SPED Assistant	bforst@d23.org
Barbara	Custer	Substitute	
Gretchen	Frank	Summer School Teacher	
Terry	Daulton	Substitute	
Pamela	Garceau	Classroom Teacher	pgarceau@d23.org
Debbie	Gardiner	Classroom Teacher	dgardiner@d23.org
Jessa	Gianneschi	SPED Assistant	jgianneschi@d23.org
Dana	Goldstein	PE Teacher	dgoldstein@d23.org
Sherrie	Grischow	Classroom Teacher	sGrischow@d23.org
Margaret	Dewar	Substitute	
Wendy	Dewar	Substitute	
Elizabeth	Guza	SPED Assistant	eguza@d23.org
Iwona	Hauschild	Classroom Teacher	ijasinska@d23.org
Kristen	Herzog	LMS Teacher	kHerzog@d23.org
Elizabeth	Hirsch	Occupational Therapist	ehirsch@d23.org
Kristina	Dreyer	Substitute	
Cara	Duffy	Substitute	
Richard	Jacobson	Summer School Assistant	
Nikmarie	Karpenski	Summer School Teacher	
Claudia	Kowalski	SPED Assistant	ckowalski@d23.org
Cheryl	Kreiman	Speech/Lang. Pathologist	ckreiman@d23.org
Lucas	Lambatos	Principal	llambatos@d23.org
Jessica	Lelito	LBS Instructional Teacher	jlelito@d23.org
Jennifer	Luke	SPED Assistant	jluke@d23.org
Juan	Martinez-Mendes	At-Risk Program Assistant	jmartinez@d23.org
Genie	Menzia	Title I Tutor	gmenzia@d23.org
Suzanne	Milanez	SPED Assistant	smilanez@d23.org

Susan	Miller	Classroom Teacher	smiller@d23.org
Julie	Mullaney	Classroom Teacher	jmullaney@d23.org
Martha	Paredes	ECDEC Program Assistant	mparedes@d23.org
Janet	Pateras	At-Risk Program Assistant	jpateras@d23.org
Deborah	Peterson	SPED Assistant	dpeterson@d23.org
Carol	Petrusha	Classroom Teacher	cPetrusha@d23.org
Christina	Pufundt	LBS Resource Teacher	cpufundt@d23.org
Patricia	Reibel	Administrative Assistant	preibel@d23.org
Kathleen	Retsky	SPED Assistant	kretsky@d23.org
Amy	Rozner	LBS Resource Teacher	arozner@d23.org
Bonnie	Gerstung	Substitute	
Carlos	Rubio	Night Custodian	crubio@d23.org
Miguel	Rubio	Day Custodian	mrubio@d23.org
Carly	Goff	Substitute	
Renee	Goff	Substitute	
Donna	Ruth	Title I Tutor	druth@d23.org
Nancy	Gorecki	Substitute	
Amy	Goss	Substitute	
Analiza	Santiago	SPED Assistant	asantiago@d23.org
Lisa	Schmidt	Classroom Teacher	lschmidt@d23.org
June	Seelig	SPED Assistant	jseelig@d23.org
Beth	Stoken	Art Teacher	bstoken@d23.org
Margaret	Tomasik	Classroom Teacher	mtomasik@d23.org
Michelle	Valderrama	Classroom Teacher	mvalderrama@d23.org
Cheryl	Hampe	Substitute	
Ann	Walker	Reading Support Teacher	aWalker@d23.org
Rachel	Hankins	Substitute	
Patricia	Walsh	Occupational Therapist	twalsh@d23.org
Jean	Wilson	SPED Assistant	jwilson@d23.org
Suzanne	Wojtalewicz	SPED Assistant	swojtalewicz@d23.org
Margaret	Haug	Substitute	
Jaya	Zachariah	SPED Assistant	jzachariah@d23.org
Abra	Zaveduk	Social Worker	azaveduk@d23.org
Ann	Heineman	Substitute	
Thomas	Helbling	Substitute	
Lindsey	Castronovo	Speech/Lang. Pathologist	lcastronovo@d23.org
Sara	Craig	School Psychologist	scraig@d23.org
Kaitlin	Kolka	Speech/Lang. Pathologist	kkolka@d23.org
David	Alexander	Classroom Teacher	dAlexander@d23.org
Sue	Heuer	Substitute	
Christopher	Alms	Assistant Principal	calms@d23.org
Mark	Atkinson	Classroom Teacher	matkinson@d23.org
Janina	Babon	Night Custodian	jbabon@d23.org
Ann	Hodits	Substitute	ahodits@d23.org
Kim	Basile	Classroom Teacher	kbasile@d23.org
Jeffrey	Hurley	Substitute	
Kristen	Bearwald	Classroom Teacher	kBearwald@d23.org

Michael	Becker	PE Teacher	mbecker@d23.org
Leslie	Jasper	Substitute	
Pamela	Jelaca	Substitute	
Joseph	Behun	Classroom Teacher	jbehun@d23.org
Jonathan	Boyer	Music/Orchestra Teacher	jboyer@d23.org
Kris	Brand	Nurse	kBrand@d23.org
Kim	Brunner	Classroom Teacher	kBrunner@d23.org
Claudia	Carpenter	Administrative Assistant	ccarpenter@d23.org
LuAnn	Casurella	Classroom Teacher	lCasurella@d23.org
Jean	Johnson	Substitute	
Mark	Kahn	Substitute	
Juan	Chavez-Munoz	Night Custodian	jchavez-munoz@d23.org
Carolyn	Collins	SPED Assistant	cCollins@d23.org
Erin	Dolwick	Classroom Teacher	edolwick@d23.org
Victoria	Kator	Substitute	
Donna	Kelly	Substitute	
Jeffrey	Kersch	Substitute	
Richard	Ewanio II	Night Custodian	bewanio@d23.org
Sharon	Kiefer	Substitute	
Lauren	Klein	Substitute	
Jonathan	Frohn	Office/Building Assistant	jfrohn@d23.org
Kasey	Godek	Classroom Teacher	kgodek@d23.org
Joel	Grafman	School Psychologist	jgrafman@d23.org
Jill	Halpin	LBS Teacher	jHalpin@d23.org
Briana	Harris	SPED Assistant	bharris@d23.org
Melanie	Krupp	Substitute	
Victoria	Hehn	Administrative Assistant	vHehn@d23.org
Stacey	Hendricks	Art Teacher	shendricks@d23.org
Jodi	Hernandez	LBS Teacher	jhernandez@d23.org
Alyssa	Hirsh	Speech/Lang. Pathologist	ahirsh@d23.org
Michael	Howitz	Classroom Teacher	mhowitz@d23.org
Laura	Jaeschke	SPED Assistant	ljaeschke@d23.org
Melissa	Joffe	Classroom Teacher	mjoffe@d23.org
Athena	Kalaras	Spanish Teacher	aKalaras@d23.org
Meghan	Kevil	Classroom Teacher	mreibel@d23.org
Susan	Koepke	SPED Assistant	skoepke@d23.org
Michelle	Kutcher	PE/Health Teacher	skutcher@d23.org
Renukadevi	Lakshminarayanan	LPN	rlakshminarayanan@d23.org
Maggie	Leja	Classroom Teacher	mleja@d23.org
Pamela	Lilly	SPED Assistant	pLilly@d23.org
Abigail	Lynch	LBS Teacher	alynch@d23.org
Samantha	Lynn	Family/Cons. Sci. Teacher	slynn@d23.org
Amy	Mailloux	Classroom Teacher	aMailloux@d23.org
Mary Beth	McWilliams	LMS Teacher	mmcwilliams@d23.org
Marilyn	Nelson	Classroom Teacher	mjsabo@d23.org
Camron	Nystrom	Principal	cnystrom@d23.org
Victoria	Lynn	Substitute	

Christine	O'Brien	Classroom Teacher	cobrien@d23.org
Stephanie	O'Connor	Classroom Teacher	soconnor@d23.org
Susan	Peckworth	Classroom Teacher	speckworth@d23.org
Daniel	Perillo	PE Teacher	dperillo@d23.org
Bryan	Quesea	Applied Tech Teacher	bquesea@d23.org
Carly	Racusen	Social Worker	cracusen@d23.org
Stephanie	Ritter	Classroom Teacher	sritter@d23.org
Marian	Malek	Substitute	
Lora	Robertson	Classroom Teacher	lRobertson@d23.org
Diane	Malsom	Substitute	
Melissa	Ross	SPED Assistant	mRoss@d23.org
John	Margeson	Substitute	
Marcus	Sabo	Day Custodian	msabo@d23.org
Vasiliki	Samiotakis	PE/Health Teacher	vsamiotakis@d23.org
Jessica	Seiler	SPED Assistant	jseiler@d23.org
Samuel	Simpson	Music/Band Teacher	ssimpson@d23.org
Carly	Sullivan	Speech/Lang. Pathologist	csullivan@d23.org
Hannah	Sutter	Tech. Integration Spclst	hsutter@d23.org
Jeni	Teramoto	Classroom Teacher	jteramoto@d23.org
Nora	Valenzuela Muneton	Bilingual Program Assist	nvalenzuelamuneton@d23.org
Denisse	Valladares Oropeza	ESL Teacher	dvalladares@d23.org
Barbara	Whiteside	SPED Assistant	bwhiteside@d23.org
Megan	Windsor	LBS Teacher	mwindsor@d23.org
Leon	Wright	Reading Support Teacher	lwright@d23.org
Megan	Murray	Music/Chorus Teacher	mmurray@d23.org
Megan	Akhteebo	LBS Teacher	makhteebo@d23.org
Inge	Bennett	Classroom Teacher	iBennett@d23.org
Gail	Biagini	SPED Assistant	gbiagini@d23.org
Jill	Birschbach	SPED Assistant	jBirschbach@d23.org
Mariel	Blancas Grimaldo	Lunch Subsittute	
Jose	Blanco	Day Custodian	jblanco@d23.org
Bhavya	Nanjundaiyer	Substitute	
Emily	Butts	Classroom Teacher	ebutts@d23.org
Judith	Newman	Substitute	
Christen	Nolfi	Substitute	
Andrea	Novak	Substitute	
Maria	Caro	EDP Supervisor	
Eva	Cegielski	Classroom Teacher	ecegielski@d23.org
Nazera	Chartouni	Classroom Teacher	nChartouni@d23.org
Nathan	Cooney	EDP Supervisor	
Teresa	Ozawa	Substitute	
Craig	Curtis	Principal	ccurtis@d23.org
Ferdinando	DeFrenza	EDP Supervisor	
Nicole	Dorcey	EDP Substitute	
Sheena	Emberton	School Psychologist	semberton@d23.org
Candice	Fleischmann	Speech/Lang. Pathologist	cfleischmann@d23.org
Mary Ellen	Hahn	EDP Supervisor	

Carolyn	Hansen	EDP Supervisor	
Ingrid	Henehan	LBS Resource Teacher	iHenehan@d23.org
Cristina	Jimenez	Office/Building Assistant	cjimenez@d23.org
Annie	Peterson	Substitute	
Michael	Jimenez	EDP Supervisor	
Hayley	Koepke	EDP Supervisor	
Angela	Levato	Classroom Teacher	alevato@d23.org
Surina	Lewandowski	Lunch Subsittute	slewandowski@d23.org
Joanna	Litsogiannis	Title I Tutor	jlitsogiannis@d23.org
Emerson	Macek	EDP Supervisor	
Hunter	Macek	EDP Supervisor	
Robert	Maloney	EDP Supervisor	
Ingrid	Maradkel	Title I Tutor	imaradkel@d23.org
Allison	Mass	Classroom Teacher	amass@d23.org
Jenny	Mendieta	EDP Substitute	
Michael	Rasmussen	Substitute	
Brian	Mullaney	Night Custodian	bmullaney@d23.org
Julie	Murray	Classroom Teacher	jMurray@d23.org
Elli	Parisi	Lunch Supervisor	
Lisa	Parisi	Administrative Assistant	lparisi@d23.org
Alpa	Patel	Lunch Subsittute	
Barry	Robbins	Substitute	
Kristine	Polster	Reading Support Teacher	tpolster@d23.org
Debra	Pupek	Office/Building Assistant	dpupek@d23.org
Megan	Rieger	Social Worker	mrieger@d23.org
Patrick	Robideau	EDP Supervisor	
Nicole	Rodiek	EDP Supervisor	
Gail	Rollefson	Classroom Teacher	grollefson@d23.org
Michelyn	Sabath	Classroom Teacher	mSabath@d23.org
Romina	Salinas	Bilingual Program Assist	rsalinas@d23.org
Veronica	Schmidt	Classroom Teacher	vschmidt@d23.org
Rachel	Schoeny	Classroom Teacher	rschoeny@d23.org
Varsha	Shah	EDP Supervisor	
Amy	Spizziri	Lunch Subsittute	
Cherie	Sakai	Substitute	
Lesia	Stasiuk	Lunch Supervisor	
Ashley	Steinitz	LPN	asteinitz@d23.org
Nancy	Stepuszek	SPED Assistant	nstepuszek@d23.org
Gina	Stolton	LBS Resource Teacher	gstolton@d23.org
Kimberly	Strachn	LMS Teacher	kstrachn@d23.org
Erin	Sullivan	Classroom Teacher	esullivan@d23.org
Anton	Todorov	EDP Supervisor	
Gail	Unamboowe	SPED Assistant	gunamboowe@d23.org
Joy	Unger	SPED Assistant	junger@d23.org
Sandra	Vasilakos	Classroom Teacher	svasilakos@d23.org
Patricia	Walsh	Classroom Teacher	pWalsh@d23.org
Lisa	Wright	Reading Support Teacher	lpWright@d23.org

Demetra	Zarafonitis	Classroom Teacher	dzarafonitis@d23.org
Alexis	Schumacher	Substitute	
Vicki	Schwarz	Substitute	
Temenuga	Zhekova	SPED Assistant	tzhkova@d23.org
Ani	Magid	Speech/Lang. Pathologist	amagid@d23.org
Rachel	Matthews	Art Teacher	rmatthews@d23.org
Robert	Miller	PE Teacher	rMiller@d23.org
Kathleen	Quatman	Nurse	kquatman@d23.org
Mary	Snell	Substitute	
Sara	Spinner	Substitute	
Christie	Stocking	Occupational Therapist	cstocking@d23.org
Suha	Abusaleh	Lunch Substitute	
Jacklin	Aoraha	Lunch Supervisor	
JoAnn	Brant	Day Custodian	jbrant@d23.org
Marianne	Broms	Classroom Teacher	mBroms@d23.org
Lisa	Brusso	Classroom Teacher	lBrusso@d23.org
Kelly	Caffero	Administrative Assistant	kcaffero@d23.org
Carol	Stivers	Substitute	
Eric	Stockey	Substitute	
Andrea	Cooney	Office/Building Assistant	acooney@d23.org
Rachel	Curran	Social Worker	rCurran@d23.org
Anna	DeFrenza	SPED Assistant	adefrenza@d23.org
Michelle	Delgado	Classroom Teacher	mdelgado@d23.org
Marianne	Strzelecki	Substitute	
Carol	Dorcey	Lunch Supervisor	
Nina	Espinos	ESL Teacher	nespinos@d23.org
Colleen	Finnander	PE Teacher	cfinnander@d23.org
Kelly	Funk	Classroom Teacher	kfunk@d23.org
Kristene	Ganek	Classroom Teacher	kGanek@d23.org
Janet	Tisza	Substitute	
Linda	Hartmann	Classroom Teacher	lHartmann@d23.org
Brian	Hitzeman	Night Custodian	bhitzeman@d23.org
Alan	Travis	Substitute	
Marlys	Jenkins	LBS Resource Teacher	mJenkins@d23.org
Violet	Jimenez	SPED Assistant	vjimenez@d23.org
Sheila	Trossman	Substitute	
Tammy	Kaspari	Classroom Teacher	tKaspari@d23.org
Debbie	LaCaeyse	SPED Assistant	dlacaeyse@d23.org
Kelly	Lett	Classroom Teacher	klett@d23.org
Erin	Lim	School Psychologist	elim@d23.org
Tara	MacTavish	Classroom Teacher	tMacTavish@d23.org
Alison	Mahoney	Tech. Integration Splct	amahoney@d23.org
Melissa	Mariconda	LBS Instructional Teacher	mmariconda@d23.org
Mary	Marwitz	LBS Teacher	mmarwitz@d23.org
Traci	Meziere	Principal	tmeziere@d23.org
Miguel	Vergil-Alvarado	Substitute	
Carolle	Voltaire	Substitute	

Laura	Mkrtschjan	Classroom Teacher	lmkrtschjan@d23.org
Georgia	Voutiritsas	Substitute	
Kelsey	Paeth	Reading Support Teacher	kpaeth@d23.org
Roberta	Walker	Substitute	
Susan	Pennell	Classroom Teacher	spennell@d23.org
Shirley	Pietrowski	Lunch Supervisor	
Debra	Samp	SPED Assistant	dsamp@d23.org
Jenell	Wetzel	Substitute	
Christina	Scarpaci	Lunch Supervisor	
Joseph	Whowell	Substitute	
Laura	Schafernak	Lunch Supervisor	
Jill	Schlomann	Classroom Teacher	jschlomann@d23.org
Pragna	Shah	SPED Assistant	pShah@d23.org
Christina	Stasi	Classroom Teacher	tstasi@d23.org
Laurie	Travis	Classroom Teacher	ltravis@d23.org
Diane	Trom	Lunch Supervisor	
Nadine	Ubert	Classroom Teacher	nubert@d23.org
Jennifer	Wessel	Classroom Teacher	jwessel@d23.org
Kathleen	Wrobel	Title I Tutor	kwrobel@d23.org
Betsy	Yager	LMS Teacher	bYager@d23.org
Meredith	Zawacki	Office/Building Assistant	mZawacki@d23.org
Mary Ann	Gember	Music/Band Teacher	mGember@d23.org
Karen	Luehr	Music Teacher	kluehr@d23.org



Micheal DeBartolo <mdebartolo@d23.org>

Fwd: FOIA Request

Don Angelaccio <dangelaccio@d23.org>
To: Micheal DeBartolo <mdebartolo@d23.org>

Tue, Mar 5, 2019 at 11:48 AM

Sent from my iPhone

Begin forwarded message:

From: Selena Garcia <Selena@americsservices.com>
Date: March 5, 2019 at 10:33:10 AM CST
To: dangelaccio@d23.org
Subject: FOIA Request

To whom it may concern,

I am requesting to view the contract the district has for outsourced vendor custodial services in accordance to the Freedom of Information Act.

Thank you so much,

Selena Garcia



Micheal DeBartolo <mdebartolo@d23.org>

Fwd: FOIA Request

Micheal DeBartolo <mdebartolo@d23.org>

Wed, Mar 6, 2019 at 12:18 PM

To: Selena@emericsservices.com

Bcc: Board of Education <boe@d23.org>, Don Angelaccio <dangelaccio@d23.org>

Selena:

Please accept this timely response to your request for information under the Freedom of Information Act. There are no documents responsive to your request.

Micheal DeBartolo
Assistant Superintendent for Finance & Operations

Prospect Heights School District 23
700 North Schoenbeck Road
Prospect Heights, Illinois 60070

(847) 870-5552 Telephone
(847) 870-3896 Facsimile

----- Forwarded message -----
From: Don Angelaccio <dangelaccio@d23.org>
Date: Tue, Mar 5, 2019 at 11:48 AM
Subject: Fwd: FOIA Request
To: Micheal DeBartolo <mdebartolo@d23.org>

Sent from my iPhone

Begin forwarded message:

From: Selena Garcia <Selena@emericsservices.com>
Date: March 5, 2019 at 10:33:10 AM CST
To: dangelaccio@d23.org
Subject: FOIA Request

To whom it may concern,

I am requesting to view the contract the district has for outsourced vendor custodial services in accordance to the Freedom of Information Act.

Thank you so much,

Selena Garcia

Chief School Business Official (CSBO) Interview Process

Event	Date/time	Responsible
Review Job Description and create Posting brochure	Week of 2/25/19	Don and Carrie
Position Posting (internal and external)	2/27/19	Carrie - Internal, Website, K-12 Jobspot; IASB Don - IASA, Supt. Group, MPC Micheal - IASBO, NIU
Develop Interview questions and writing sample prompt	Done	Don/Carrie
Paper Screening <ul style="list-style-type: none"> Select 5-7 	By 3/20	Don and Amy
Administrative Screenings <ul style="list-style-type: none"> Select 3-4 	3/27	Don
Committee Interviews	4/1/19	2 groups
Reference Checks	4/2/19	Don
Final Interview and Offer	4/3/19	Don
Board Recommendation	4/10 BOE Meeting	Don
Visit to District	As available	Don/Amy

Considerations:

- Two groups: Amy, Maria, Luke, Chris, Carrie, Lorrie, Building and Sites Rep and Chrys, Craig, Traci, Cam, Brian, Debbie Macek, Bob Miller, Finance Rep
- Don to welcome each candidate and meet for 30 minutes prior or post interview

STEP TWO: DETERMINE TITLE, QUALIFICATIONS AND SALARY RANGE

WHAT TITLE SHOULD I CHOOSE FOR MY SCHOOL BUSINESS OFFICIAL?

Below is a set of typical titles and qualifications of SBOs based on their scope of responsibilities. Refer to the School Business Official Task and Function Checklist to understand what responsibilities you would like your school business official to perform. For example, if you checked “Key Decision Maker and/or Evaluator” and/or “Directs, Oversees and/or Supervises” for a wide scope of functions, consider a title that reflects this.

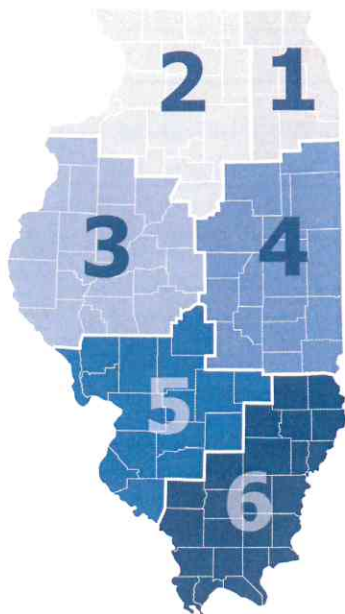
Please note that titles and scope of responsibilities vary significantly from district to district. This is not intended for the purposes of re-classifying current school business professionals.

Typical Titles	Scope of Responsibilities	Typical Qualifications
Assistant Superintendent for Business or Finance	Oversees, supervises and/or is a key decision maker for all finance and operational aspects of a school district.	<ul style="list-style-type: none"> Professional Education License with Chief School Business Official (CSBO) endorsement* Master's Degree Required
Business Manager or Director	Oversees and/or supervises some or all financial and operational aspects of a school district.	<ul style="list-style-type: none"> Master's Degree Required CSBO preferred*
Chief Financial Officer or Comptroller	Oversees school finance and accounting functions and/or performs specific tasks (some operational oversight may apply).	<ul style="list-style-type: none"> CPA or Master's Degree in Finance or Accounting

**Note: To comply with TRS Guidelines, please add /CSBO to the title of any position requiring a CSBO endorsement.*

WHAT ARE THE SALARY RANGES FOR SCHOOL BUSINESS OFFICIALS?

Based on the 2017 Employment Information System (EIS) data and job categories, the annual salary ranges based on title only are:



	ASSISTANT SUPERINTENDENT			CHIEF SCHOOL BUSINESS OFFICIAL		
	Low	High	Average	Low	High	Average
Zone 1	\$97,500	\$263,100	\$153,780	\$54,200	\$250,000	\$141,951
Zone 2	\$90,000	\$182,451	\$122,975	\$40,607	\$179,603	\$114,452
Zone 3	\$66,858	\$142,760	\$117,371	\$73,500	\$111,574	\$89,184
Zone 4	\$74,122	\$159,101	\$128,042	\$91,855	\$162,728	\$108,297
Zone 5	\$80,519	\$158,875	\$117,158	\$78,890	\$138,350	\$107,321
Zone 6	\$107,699	\$134,367	\$118,773	\$93,737	\$93,737	\$93,737



Prospect Heights School District 23

Employment Application

Openings as of 3/4/2019

Chief School Business Official

JobID: 320

Position Type:

Administration/Business Manager

0

[Email To A Friend](#)

[Print Version](#)

Date Posted:

2/27/2019

Location:

Administration Building

Date Available:

July 1, 2019

Closing Date:

When filled

Description:

Prospect Heights School District 23 has an opening for a Chief School Business Official for the 2019-20 school year beginning July 1, 2019. Salary ranges between \$120,000 and \$130,000 annually.

Requirements:

- o Must have a valid Illinois Professional Educator License with a Chief School Business Official (CSBO) endorsement
- o Minimum of three years administrative experience in school business management
- o Communicates high expectations and clear, challenging standards
- o Fosters an environment of shared vision to encourage thought, reason and sound decisions
- o Exhibits effective communications skills to promote knowledge, information and collaboration
- o Possesses a high level of integrity, a strong sense of purpose, and the personal strength to face challenges with humor and a positive outlook

Please see the attached job description for a complete list of duties and qualifications.

Application Procedure:

Must complete and submit the online application and electronically attach the following:

- o a letter of introduction
- o current resume

- o three letters of recommendation
- o photocopy of all academic transcripts

All supporting documents must be uploaded into the online application. Please address letters to:

Dr. Don Angelaccio
Superintendent
Prospect Heights School District 23
700 N. Schoenbeck Road
Prospect Heights, IL 60070

Please direct all questions regarding the application process to Carrie Vergil at cvergil@d23.org

Attachment(s):

- o [Chief School Business Official Job Description](#)

FMLA regulations require all employers to post the [updated FMLA notice](#).

Powered by applicant tracking, a product of Frontline Education.

Rooted in a joint commitment to support Harper families, and acknowledging the current lack of full-day public preschool classrooms in our surrounding communities, all parties hereby agree that the Preschool for All Expansion program based out of Harper’s Learning and Career Center may broaden its pool of potential preschool students beyond those residing in School District 23. Specifically, this will extend to include any eligible children of Harper students having enrolled at LCC in Adult Education or career programs, regardless of the family’s district of residence.

All parties agree to implement this change immediately according to the following terms:

- All parties will collaborate to disseminate this opportunity to Harper LCC parents.
- ECDEC will evaluate any referrals of Harper LCC families and determine a child’s program eligibility based on their standard screening processes. These may include factors such as a child’s age, developmental stage, and family income. ECDEC will also share information about outside resources to all families regardless of the decision to enroll the child in preschool onsite at LCC.
- ECDEC affirms that this expansion of preschool service falls within their scope of work, and that they carry liability insurance that will extend to any non-District 23 students who may join the preschool program. They will provide an updated certificate of insurance to this effect.
- School District 23 and ECDEC will ensure food service to all preschool children regardless of residence.
- School District 23 cannot expand its bus service, therefore, any participating families residing outside of School District 23 must provide their own transportation to and from the preschool every school day.
- This adjustment to the Memorandum of understanding does not engender any additional contractual responsibilities on the part of Harper College.

Signatures

Harper College:	School District 23	ECDEC
Name	Name	Name
Title	Title	Title
Date	Date	Date

Prospect Heights School District 23

Date: March 13, 2019

Title: Proposed Salary increases for Non-PHEA Employees

Contact: Don Angelaccio

Parameters for Salary Increases for FY20

Salary Increases as a percentage of Non-PHEA payroll	2018-19 Total Salary	Percentage Increase	Total New Salary	Total Increase
Recommended Pay Increases for non-PHEA staff including administration, but excluding Superintendent and Maintenance Supervisor.	\$2,306,202	3.75%	\$2,392,684	\$86,482

- Superintendent salary increases governed by contract.
- Maintenance Supervisor salary removed from calculation due to retirement and replacement by 2 individuals and off set by reductions in purchased services.

Current PHEA Salary Contract Language for 2019-20:

Certified and Non-certified PHEA Staff Members (Non-Long Term Employee) will receive 3.75% increases; Certified and Non-certified PHEA members earning \$90,720/year (Long Term Employee) will receive an increase equal to 3.00%. ☐

PHEA educational support staff will receive 3.75%.

Discussion:

Past practice has been to align increases for non-PHEA employees to the PHEA negotiated agreement. For Administrative compensation, this rate has been applied to the pool of funds to generate a total increase, but awarded individually within a range of percentage increases. Formal action is needed in open session to approve the allocation, including rate increases for hourly positions and substitutes.

Recommendations:

Administration recommends the following:

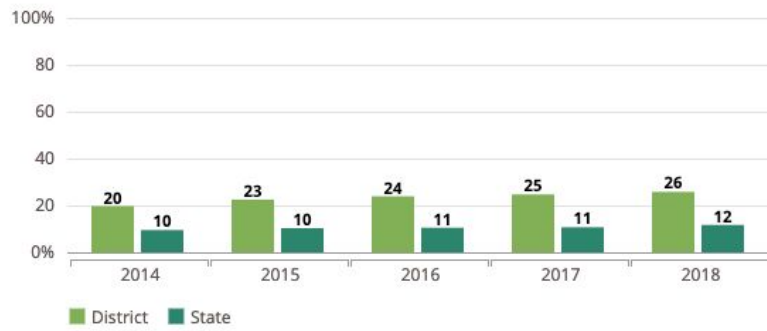
- 3.75% Increase for all non-PHEA/non-Administrative positions to align to negotiated agreement.
- 3.75% Increase to pool of funds for Administration.
- Freeze starting rate for hourly positions with CPI increase (1.9%) to returning staff.
- Increase Substitute daily rate by \$10 per day to \$120. This places us in a competitive market, matching the rate of others in our area.

Staffing Plan Recommendations:

- Included within the Certified Staffing plan are the following non-PHEA increases:
 - .7 FTE Early Childhood Psychologist
 - .1 FTE Occupational Therapist
- As has been previously discussed at Finance and Building and Sites, the retirement of Curt provides an opportunity to split the position with a target for two replacements offset by salary reduction and savings from purchased services.
- An additional administrative position is sought to serve the growing demands of the English Learner population. A Director of English Learner Programs at .5 FTE is targeted at \$50,000. The successful candidate will likely be a retired administrator willing to work part time, bringing experience with grant writing, program design, and evaluation. The scope of program oversight and leadership continues to grow and is not currently served with a singular, dedicated administrator. These responsibilities are primarily met by the Assistant Superintendent for C & I, with additional supports from the building Principals, Director of Student Services, and Superintendent.

The chart below shows the trend data in EL enrollment from the past 5 years.

Students whose primary language is not English.



In addition, the program requirements for bilingual services, parent outreach, grant oversight, and monitoring of assessments have all continued to increase, placing a strain on the focus and priorities of the Assistant Superintendent for Curriculum and Instruction.