

A G E N D A

**BRIMFIELD COMMUNITY UNIT SCHOOL DISTRICT #309
BRIMFIELD BOARD OF EDUCATION
REGULAR MEETING – WEDNESDAY, MARCH 16, 2022 – 7:00 P.M.
BRIMFIELD HIGH SCHOOL – LIBRARY**

AGENDA ITEMS	CONSENT AGENDA
I. Call to Order	
II. Roll Call	
III. Pledge of Allegiance	
IV. Recognize Visitors	
V. PUBLIC COMMENT	
VI. Approve Minutes A. February 16, 2022 Regular Meeting	
VII. School Board Business A. President’s Report B. Superintendent’s Report C. High School Principal’s Report D. Grade School Principal’s Report	
VIII. Old Business A. Approve Bushue HR Agreement	
IX. New Business A. Approve bid for track project B. Approve revised Miller and Son bid for concrete work at BGS C. Approve revised Hoerr bids for concrete work at BGS D. Approve revised bid for long jump pit concrete work E. Approve lease agreement for activity bus F. Approve mowing contract renewal G. Approve draft update to Policy 4:170	
X. Presentation from the Community A. Presentation from A. Winkelmann and A. Sparks regarding Counseling	
XI. Personnel A. Approve Spring 2022-2023 Coaches B. Approve Volunteer 2022-2023 Coaches C. Approve Teachers for Second Year Probation D. Approve Teachers for Third Year Probation E. Approve Teachers for Fourth Year Probation F. Approve Teachers for Tenure Status (takes effect at the start of the 2022-2023 school year) G. Approve Teachers for continued Tenure Service H. Approve Kristin Wagner – Part-Time Certified Staff	

<p>XII. Adoption of Consent Calendar Action by the Board of Education in Adoption of the Consent Calendar at this point of the Agenda means that all items appearing in the agenda which have asterisks are adopted by one single motion, unless a member of the Board of Education requests that any such item be removed from the consent calendar and voted upon separately. Generally, consent calendar items are matters which the Board and the Superintendent consent are routine in nature and should be acted upon in one motion.</p> <p>A. Approve Bills for Payment for the Month of March B. Approve Position Statement and Treasurer’s Reports for February C. Approve High School and Grade School Activity Fund Reports for February D. Approve the Destruction of Closed/Executive Session Audio Recordings Older than 18 months</p>	<p>** ** **</p>
<p>XIII. CLOSED SESSION – to discuss <i>The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. 5 ILCS 120/2(c)(1).</i></p>	
<p>XIV. Adjourn</p>	

To: Brimfield Board of Education, BCUSD #309

From: Tony Shinall, Superintendent

Re: March Board Report

Girl's Basketball

Congratulations to the BHS Varsity Girls Basketball team for their IHSA Class 1A State Championship! We are extremely proud of you and your representation of our district.

Solar Project

Trajectory sent the district a copy of a land use agreement. The district's legal counsel has looked over this draft and made proposed changes. This has been sent to Trajectory. Trajectory and district's counsel are working through the agreement.

Track

The pre-bid meeting for the track was held Tuesday, March 1, 2022. The bid opening was held Friday, March 4, 2022. The approval for the bid is on this agenda.

Bids

There are also revised bids for concrete work at BGS and for the long jump pit.

Mowing Contract

This packet contains the proposal for the mowing work on campus.

Activity Bus

The extension of the lease for the activity bus is on the agenda. We originally had a 3-year lease. We have been very happy with the bus we have right now.

To: Brimfield CUSD #309 Board of Education

From: Billy Robison, Principal

Re: Brimfield High School BOE report for March 16, 2022

Sports Update

The Lady Indians state title run was nothing short of amazing. They were able to unite the community after the last few years have been especially challenging. Our baseball and softball seasons are off and running and both teams are poised for a very successful spring.

PD Focus

Our current focus from Dr. Rosa is feedback. We are focusing on improving our ability to scaffold questions to challenge all of our learners while providing descriptive feedback to further their learning.

Testing

The SAT will be April 13th. While juniors are taking the SAT, 9th and 10th grade students will be taking the PSAT. Seniors will remain at home. They are encouraged to take college visits if applicable. All juniors will take the Illinois Science Assessment on March 29th.

ELITE Students

Our February students of the month were recognized for their responsibility. Here are the winners: 9th Jillian Jones, 10th LJ Higgs, 11th Ella Florey and 12th Levi Moon.

ELITE Staff

We honored Roberto Bernales and Amy Kepple as our most recent employees of the month. Bernie ensures that he stops in the office each morning to see if he can fill in or assist in anyway. Along with this, he guided the chess team to a state appearance and volunteered to ride the student fan bus on multiple occasions. Mrs. Kepple guided the scholastic bowl team to a regional championship! Her upbeat and positive attitude are always on display. Thank you to Roberto and Amy for everything you do.

#BELite

We are focused on being a better version of ourselves every day. That's what being ELITE is all about!



Brimfield Grade School

Principal's Monthly Report

Submitted By: Julie L. Albritton

Date Submitted: Thursday, March 10, 2022



- **Enrollment**

- K-8 = 396
- BF = 31
- Total Enrollment = 427 (-1)

- **Message from Mrs. Sumner (District Nurse) 3/10/22**

I currently have 1 positive covid case in the district. Student's and staff have the choice to test or stay home until symptoms resolve and so far this has worked well. No other concerns at this time.

- **Student Achievement/Instruction/Curriculum/Initiatives/School Improvements**

- **5 Essentials Survey has closed** - Final Response Rates for BGS: Parents = 55% Teachers = 71% Students = 95%
- **Kindergarten Registration** - will be on Tuesday, April 26th in the GS cafeteria 5:30-6:30 (See informational flier on back)
- **Spring Parent/Teacher Conferences** - Will be Wednesday, March 16th and Thursday, March 17th. A BIG Thank you to the BGS PTO and Hoerr Masonry for providing staff dinners!
- **Illinois Assessment of Readiness (IAR) State Testing** - will be April 4, 2022 - April 22, 2022.
- **Illinois Science Assessment** - 8th Grade tested on March 8, 9, and 10. 5th grade will be April 20, 21, and 22.
- **BGS Spring Book Fair** - Monday, May 9th - Friday, May 13th and we will be using Literati Book Fairs
- **Brimfield Grade School Graduation** - has been scheduled for Thursday, May 19, 2022 at 7pm in the Brimfield Grade School Gymnasium. The last day of school for 8th grade is Thursday, May 19th with graduation practice in the morning and students can leave after practice around 10am. The last day for K-7th students is Wednesday, May 25th.

- **Upcoming events:**

Tuesday, March 15th - JH Chorus Concert @ BHS at 6:45pm
Wednesday, March 16th - BOE Meeting 7pm in HS Library
Wednesday, March 16th & Thursday, March 17th - P/T Conferences 1:50 Dismissal both days
Friday, March 18th - Friday, March 25th - SPRING BREAK/NO SCHOOL
Wednesday, March 28th - 5th-8th Grade assembly focusing on acceptance, tolerance, and kindness provided by the Center for Prevention of Abuse - in the GS Gym 2-2:50
Friday, April 1st - HS Band will play for all GS students @ the HS 2-2:45
Monday, April 4th - IAR Begins
Wednesday, April 6th - BGS Monthly Staff Meeting
Thursday, April 14th - Midterms sent home
Friday, April 15th & Monday, April 18th - No School
Tuesday, April 21st - JH/HS music groups to perform at Peoria County Courthouse for Arts in Education Spring Festival
Wednesday, April 20th - BOE Meeting 7pm in HS Library
Tuesday, April 26th - Kindergarten Registration in the GS Cafeteria from 5:30-6:30pm
Monday, May 2nd - Friday, May 6th - Staff Appreciation Week

- **Message from Mr. Sunderland (Athletic Director) 3/10/22**

- **Volleyball -**

- The 8th grade volleyball season came to an end on March 8th when we were defeated in the regional championship. The 8th grade team consisted of 10 very hard working and dedicated young ladies. They worked very hard this season and represented Brimfield by demonstrating great teamwork and sportsmanship.
- On March 7th, our 7th grade volleyball team won the IESA 7 2A Sectional with a thrilling defeat of Putnam County. This is the first volleyball sectional title in schools history. They moved onto the IESA state tournament in Pawnee. The tournament started on Friday March 11th and continued on Saturday March 12th.
 - Brimfield was the host of both the 7th and 8th grade regionals and sectionals.
- **Scholastic Bowl** is off to a great start this season currently with a record of 5 and 1. We will be hosting the scholastic bowl regional and sectional in April and May.
- **Track** will be starting up the week of March 14th. Cold weather has slowed down the starting of practice, but the team will be ready to compete in the first meet which is scheduled for March 31st.

Kindergarten Registration Informational Flier:

Brimfield Grade School

WELCOME TO KINDERGARTEN!!

BGS Kindergarten Registration 2022-2023

Date: Tuesday, April 26th

Time: 5:30-6:30

Location: BGS Cafeteria

Who: Parents ONLY (no students) of Incoming 22-23 Kindergarten Students

Informational meeting at 6pm for parents.

Informational Meeting Presenters:

Principal - Mrs. Albritton - Welcome to BGS

Kindergarten Teachers - Mrs. Gorham & Mrs. Sneeringer - Introduce themselves - brief overview of Kindergarten program, specials, and curriculum

BAC (Before and Aftercare) - Mrs. Gilles

School Nurse - Mrs. Sumner

Speech/Language - Mrs. Moon

School Secretary - Mrs. Dwyer

This evening will be for **PARENTS ONLY**. Parents will be asked to fill out all registration packets and pay registration fees that evening.

Kindergarten registration fee is \$55 cash or check.

Before and Aftercare fees will be explained at the meeting. However, registration for a single child is \$25.

Parents will sign up for kindergarten screenings to be held on Friday, May 6th at BGS.



To: Brimfield CUSD #309 Board of Education
From: Tony Shinall, Superintendent
Re: Bushue Agreement

Board of Education,

In this month's packet, you will find a Client Service Guide from Bushue. In a district the size of ours, some of the services Bushue offers will benefit us a great deal. The following issues are among the items I believe Bushue can assist:

- FMLA Requests
- Unemployment Claims
- Job Descriptions
- Contract Negotiations
- Employee Handbooks
- Property and Casualty Insurance Review

Job descriptions and employee handbooks in our district have not been reviewed/created in some time. As we entering into negotiations imminently, a review of the Collective Bargaining Agreement would be appropriate and helpful. As mentioned at the December Board of Education meeting, Bushue would be able to assist with property and casualty insurance review. Additionally, Bushue's expertise in employment law would be extremely helpful in terms of money spent talking with the district attorney, money we can potentially save by utilizing Bushue.

This is a resource that will enhance the effectiveness of the district. I have researched and spoken with area superintendents who have given endorsements of Bushue regarding their professionalism, responsiveness, and quality of work.

It is my professional recommendation to enter into an agreement with Bushue.

Yours in Education,

Tony Shinall



Bushue HR, Inc.
P.O. Box 89
Effingham, IL 62401

Phone: (217) 342-3046
Fax: (217) 342-5673
Email: info@bushuehr.com

January 3, 2022

Attn: Tony Shinall
Brimfield CUSD 309
323 East Clinton Street
Brimfield, IL 61517

Dear Mr. Tony Shinall:

Agreement

Agreement made January 19, 2022, between Brimfield CUSD 309, with principal offices at 323 East Clinton Street, Brimfield, IL 61517, hereinafter called "Client" and Bushue HR, Inc. with principal offices at P.O. Box 89, Effingham, IL 62401 hereinafter called "Consultant."

1. Services:

Consultant, as an independent contractor, agrees to provide, during the term of this agreement, the following services:

- **Bushue HR, Inc. agrees to provide Human Resource, Safety, & Insurance Consulting on a retainer basis.**
- **This consulting engagement may consist of participation in meetings, phone, e-mail, or fax as necessary. A complete breakdown of activities to be completed for the above services shall be developed with administration.**

2. Compensation:

- The Client shall pay the rate of \$575 Per Month (Annually - \$6,900) for the period beginning February 1, 2022, and ending January 31, 2023; \$580 Per Month (Annually - \$6,960) for the period beginning February 1, 2023, and ending January 31, 2024; \$585 Per Month (Annually - \$7,020) for the period beginning February 1, 2024, and ending January 31, 2025.

3. Payment Terms:

- Consultant will invoice Client on an annual basis.
- A late payment fee of 5% of the amount due will be charged for any payment after its due date.

4. Term:

The initial term of this Agreement shall commence on the 1st day of February 2022, and end on or prior to the last day of January 2025, provided however that all services can be performed during this time. This agreement may be extended beyond the initial term or any extension term only by the written agreement of both parties.

Client Initial: _____
Office Initial: _____



Bushue HR, Inc.
P.O. Box 89
Effingham, IL 62401

Phone: (217) 342-3046
Fax: (217) 342-5673
Email: info@bushuehr.com

5. Designation of Duties:

Consultant shall receive his requests for services to be performed from:

- Mr. Tony Shinall, Superintendent
- Brimfield CUSD 309 Board of Education

6. Reimbursable Expenses:

The following expenses will be billed to client in addition to compensation:

- Mailing, printing, advertising and reproduction or other expenses resulting directly from performance of services in the Agreement.

7. Indemnification: Limitation of Liability:

Client agrees that any and all loss, liability, demand, suit, expense, or cause of action arising out of consultant's acts or omissions during the performance of the services identified herein shall be limited to a sum equal to the amount paid by client to consultant in connection herewith. Consultant shall not be responsible for any fees, penalties, or fines client receives from Federal, State, or local governmental entities.

8. Attorney Fees:

In the event that a lawsuit is filed by consultant for the collection of any amount due consultant hereunder, the non-prevailing party shall pay the prevailing party's costs and expenses of such suit, including but not limited to reasonable attorney fees.

IN WITNESS WHEREOF, the parties have signed this Agreement:

Consultant _____ Date _____

Client(s) _____ Date _____



CLIENT SERVICE GUIDE

BRIMFIELD CUSD #309



*An Outsourced Risk Management Company Focusing on Human Resources,
Insurance, Background Screening and Fingerprinting*

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Bushue HR, Inc.

About us

Bushue HR, Inc. is an outsourced risk management company focused on Human Resources, Safety, Insurance (Commercial & Health Insurance), and Background Screening including fingerprinting.

Our venture into human resource consulting began in 1990 following completion of Steve Bushue's education at Eastern Illinois University when we were asked to develop an employee handbook for our first client. At the time, Steve was a human resource manager for a high quality commercial printing company. After further developing human resources and management skills, he moved on to be Director of Human Resources at a soft-drink bottling and distribution company. In February 1996, we ventured into what later becomes a successful human resource, safety, and insurance consulting business, Bushue HR, Inc. Today, we serve many businesses, school districts, colleges, municipalities, and non-profit clients.

In May of 1999, Travis Bushue joined the staff of Bushue HR, Inc. as a partner. He came to the company after graduating from Southern Illinois University Edwardsville. He brought with him extensive experience in recruitment for a major national telecommunications company and in sales for a major food service distributor.

In 2007 we began our journey into the background screening business and started Bushue Background Screening, which provides fingerprinting and background screening services.

We have enjoyed the opportunities to assist many clients in achieving their human resource, safety, insurance, fingerprinting and background screening consulting needs.

Our Commitment to You.....

From a small beginning, we have grown to become a leader in Human Resource, Safety, Insurance, Background Screening and Fingerprinting consulting services for businesses, organizations, and school districts in the Midwest.

We are committed to:

- Being professionals shown through our words, actions, and business practices.
- Selecting and training people with the core values to ensure our service commitment.
- Fairness and honesty in our business practices and ensuring confidentiality of client information.
- Continuous learning, openness to new ideas, and creativity in serving client needs.
- Excellence in service by being proactive and responsive to client needs and expectations.
- The health and welfare of our people, our families, our clients, our community, and our country.

Our focus is to be proactive and responsive to our client needs. As a new client, we want to ensure we meet your expectations. We begin by establishing a regular meeting scheduled at a convenient date and time. These meetings will focus initially on the critical needs of the school district. "Critical needs" are items that you may need addressed first, some examples might include open worker's compensation claims, accident reporting, unemployment claims or insurance bidding. Once we have those needs under control, we will focus on developing and establishing preventive and proactive programs to manage client risk.

Our staff is available during normal business hours, often; we are meeting with clients by phone or at their office. If we are not immediately available when you call, we encourage you to leave a message on voice mail or with another staff member or send us an email. We will respond immediately after assisting other clients. If we are out of the office, the voice mail notifies us of your call, and we will respond as soon as feasible. Our staff has multiple levels of experience and should be able to provide assistance if your desired contact is unavailable. As you hear all the hype about customer service today, it may sound like the normal cycle; however, **we assure you the responsiveness from us will be prompt.** You will be pleased with the service level; as our current clients have seen.

If you have any questions regarding our contact information or if you have any difficulties reaching us, please let us know. We try to serve all our clients in the most efficient and responsive manner, and we appreciate any recommendations you may have.

Human Resources Service Overview

Bushue HR, Inc. assists in managing the complex business and administrative functions for school districts. Our team of professionals provides school districts with support in all of the human resource, risk management and insurance related elements. Our clients receive many benefits including our comprehensive programs, administrator support, along with regular updates as laws, regulations and risks change. Below is a partial list of areas that your school district can contact us. Bushue HR, Inc. can assist when:

- **Employment Law Questions** – From FLSA to FMLA and any questions you may have that may pertain to discrimination or employment law and regulations, contact us as a resource to assist with maintaining compliance with Federal, State, and local laws.
- **Unemployment Claims** – Contact us upon receipt of any claim for unemployment benefits by a District employee and/or Substitute. We can assist with protesting the claim and any further action that is required.
- **Job Descriptions** - Contact us if your district is in need of developing or updating your job descriptions for non-certified and certified staff members.
- **Employee Performance and Termination Issues** –Contact us with any performance issues and we can assist the District with implementing an improvement plan to determine the best resolution. In addition, prior to taking further corrective action, i.e. termination, contact your Bushue HR Client Service Team Member.
- **Leaves of Absence – FMLA etc.** – If an employee is absent for 3 or more days from work, requests FMLA or a leave of absence, contact us and we will assist the District in determining eligibility as well as provide guidance to you to track and administer the leave of absence.
- **Compensation & Benefit Programs & Questions** – If you have questions regarding any benefits such as any type of paid time off, claims that pay is unfair, COBRA, or plan administration contact us for assistance.
- **Negotiations** – Prior to negotiations, contact us to assist the District with compensation and benefit discussions and language for collective bargaining.
- **Employee Handbook/Board Policy Questions** – If your district is in need of developing or updating an employee handbook, contact us and we can assist you with the entire process, from offering recommendations of what should be included, to preparing a final employee handbook, which will allow the district to effectively communicate with your employees. In addition, if you have any questions regarding board policies, contact Bushue HR, Inc. and we will review the District's current policies and guidelines.
- **Forms** - We have numerous forms relating to human resources, safety and insurance. Contact Bushue HR, Inc. before a staff member reinvents the wheel to utilize a form that we have already developed.
- **Volunteer Program** – If your district utilizes volunteers, we can assist you with an entire program. We will provide you with implementation guidelines, volunteer handbook, volunteer PowerPoint Training presentation, as well as everything you need for a volunteer packet to include application form and instructions, disclosure and authorization form, summary of rights, and acknowledgment of Mandated Reporter form. In addition, Bushue Background Screening can assist with the necessary background screens for each volunteer.
- **Independent Contractor Program** –It is critical for school districts to understand the difference between an independent contractor and an employee to properly classify them and avoid costly fines and penalties resulting from misclassification. This guide has been developed as a means to assist your district with implementing a program internally to keep track of the independent contractors/sub contractors performing work for your district.
- **Online Training** - We offer a simple and effective way for employees to complete their mandated training online.

Safety and Risk Management Service Overview

We assist schools in developing and implementing safety and risk management programs to decrease worker's compensation and liability risks, and improve overall safety. Contact Bushue HR, Inc. for any of the items listed below or with any of your safety and risk management needs.

Safety and Risk Management:

- **Accident Reporting** – If an employee reports injury, illness, motor vehicle accident, property damage, public liability or student injury, we ask that you notify your Bushue HR, Inc. HR Manager or Insurance Coordinator with the detailed information about the claim. We will assist the District with the appropriate reporting and assist in processing the claim to the final disposition.
- **Worker's Compensation Claim Management** – We assist the District with the appropriate process and reporting of a worker's compensation claim. In order to decrease worker's compensation costs, contact us *immediately* following the incident. We will talk with treating physicians, claim managers and supervisors to evaluate medical and rehabilitation treatment, as well as develop a return-to-work program and follow the claim to its completion.
- **Worker's Compensation Audits/NCCI Mod Review** – Contact us to assist the District with worker's compensation audits, reviewing loss runs, experience mod, classification and codes to be pro-active and decrease worker's compensation costs.
- **Safety Questions** – We assist in developing and implementing safety programs focused on decreasing risk and improving safety. This includes establishing safety committee, loss control reviews, safety audits and safety training.
- **Facility Use** – This program has been developed to provide building administrators involved in the approval of District facility use the guidelines and forms to ensure that all necessary information is gathered for approval of an outside organization or group to use District facilities.
- **Risk Management Program** – This program has been developed to reduce or prevent the District's exposure to liability. The Illinois Local Government and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101 et.seq.) provides for a school district to levy a tax which when collected will pay the cost of risk management for the district. The Risk Management Program identifies an effective risk management process from establishing a committee, identifying responsibilities, and creating a Risk Management Plan.

Health Insurance Overview

Bushue HR, Inc. has extensive experience managing health insurance programs including both fully insured and self insured. In addition to health, we also can assist with dental and life insurance programs.

Our role in the process is as an independent insurance consultant. We work directly for you, the client, and do not receive additional compensation from insurance agents/brokers, TPA's or carriers.

We start by asking appropriate questions and actively listening, and follow-up with customized recommendations and employee education communicated in a way that you and your employees can appreciate.

Plan Design—We review and evaluate health insurance plan design categories that most significantly impact cost such as deductibles, co-payments, co-insurance, out-of-pocket maximums, and prescription drug card plans.

Renewal/Bidding Process—Bushue HR, Inc. will evaluate insurance vendors through the bidding/renewal process. This would include managing the bidding process and analyzing the proposals and services offered to best meet your needs.

Administrator Guidance/Employee Education—We can assist administration and employees in the health insurance process by providing education to overall objectives with the Board, administration, health insurance committee and other representatives. In addition, we can assist with developing a thorough understanding of health care costs including what causes claims, how claims management works, and the administrative costs (consultant, brokerage, etc.).

Requests for Proposals/Bid Specifications—Bushue HR, Inc. can prepare requests for proposals and bid specifications to include procedures, forms, questionnaires, assist with underwriting questionnaires, and preparation of final proposals and analysis.

Annual Review—We can assist you with managing the process going forward through regular review and updates of claims history and loss experience, plan service and evaluating further opportunities to achieve objectives.

Property and Casualty Insurance Service Overview

- **Claims** – Call us if there are any incidents that may lead to a claim against your property, general liability, school board legal liability, or auto insurance. We can walk you through the steps of evaluating the claim, reporting the claim to your insurance company, and gathering data and documentation.
- **Policy Information** – Anytime you receive information in the mail regarding your property and casualty insurance policies. Examples may be new policies, endorsements, policy language changes, loss history updates, and NCCI experience modification factors. If there are questions when you receive information, call us and we will assist in determining how to utilize it and where to keep on file.
- **Renewal/Bidding Process**—Bushue HR, Inc. will evaluate insurance vendors through the bidding/renewal process. This would include managing the bidding process and analyzing the proposals and services offered to best meet your needs.
- **Payroll Audits** – When you are contacted by your insurance company to perform worker’s compensation payroll audits, call us and we can provide assistance and review the information needed for the audit. Once final audit results are received let us know and we will assist you with reviewing the results and any audit protests that need to be made.
- **Facility/Safety Audits** – If you are contacted by a representative from your property or worker’s compensation insurance company to perform a facility walkthrough, we may be able to assist you with the walkthrough of facilities. Once the final audit report is received, call and we will assist in developing responses to audit recommendations.
- **Agent Inquiries** – Call us when you are contacted by insurance agents who express interest in providing insurance coverage for you or inquire about any of your insurance coverage. We will keep track of this information and respond to these agent inquiries on behalf of the district. In addition Bushue HR, Inc. will become the liaison and primary contact for your current agent regarding all correspondence and communications.
- **Certificates of Insurance** – If you are required to provide a certificate of insurance to another entity for an event or proof of insurance, we can assist in contacting your insurance carrier to provide this.
- **Other Policy Changes** – Before there are any changes to your property that may affect insurance coverage please call us. We can assist in notifying the insurance company and make sure that adequate insurance coverage is maintained at all times. This may include buying or selling of property, auto/fleet additions and deletions, building or property renovations, and even Health, Life, Safety updates.
- **General Policy Questions** – When you have questions about insurance policy coverage, wording, deductibles, limits, or other general questions, we can assist in getting these questions answered for you accurately and promptly by looking through your policy.
- **Construction Contracts** – If the district is taking bids for large projects such as renovations or new construction, please contact us to review contracts to insure adequate builder’s risk coverage for the district.

School District Retainer Program

Our comprehensive **School District Retainer Program** includes human resource, safety, and insurance consulting (property & casualty and health insurance) services. School Districts need additional resources and support necessary to manage the risk and compliance challenges involved with human resources, safety, and insurance. We have developed and are continually improving our programs as laws, regulations, and risks change. Our School District retainer program includes:

- | | |
|-----------------------------------|--------------------------|
| ⇒ Regular Administrative Meetings | ⇒ Forms & Procedures |
| ⇒ Phone and Online Support | ⇒ Programs & Processes |
| ⇒ Administrator/Staff Training | ⇒ Professional Expertise |

BENEFITS

Key reasons to utilize the Retainer Program Services

- The services we provide are necessary for effective operation of School Districts.
- Many School Districts don't currently have the resources or knowledge to effectively address the risk management and compliance challenges in human resources, safety, and insurance.
- Even if a School District has some resources and knowledge internally or from other sources, we can provide at less cost than internal resources or other providers and are able to assist with proper integration.
- Many of our clients save enough in "cash" savings to pay for the investment, in addition to the "value" of the services provided.
- Our proactive management style, programs, and processes save money today in addition to alleviating future costs for your School District.
- Our strong relationships with many resources provides a comprehensive approach for clients.
- Our relationships with insurance carriers, and experience in human resources and safety provide the most proactive risk management process to assist School Districts in decreasing costs and managing risk.

Other Money Saving Opportunities

- Savings in purchases from other service providers (Examples include attorney fees, other consulting fees, insurance services, etc.) - Keep in mind attorney services are still important for analysis, clarification, and litigation, our services focus on ensuring less risk from litigation, which provides a lot of savings (some of which you don't see since the lawsuit does not occur)
- Savings in the forms of purchases (we have many forms, policies, and procedures that our clients utilize) rather than purchasing from other vendors
- Training & workshop savings—Our retainer clients are able to participate in training at a discounted rate or no cost. Many of the employee training programs that we provide are required by law.
- Savings in insurance cost—Decreasing liability, worker's compensation and risk will save money directly. Additionally, many insurance carriers provide discounts to our clients that have implemented programs to decrease risk.
- Savings in internal costs - We provide a lot of guidance and resources for administrators and staff, which allow their time to be used more effectively in other areas. We do not replace any current staff or work, just provide efficient resources that makes work easier and less time consuming
- Savings from services - Savings in litigation costs, meet compliance requirements, decrease employee turnover, improve compensation & benefit programs, improve productivity through improved practices, a safer workplace and less liability through decreased risk and transfer of risk are just a few of the saving opportunities.

Background Screening Service Guide

Background Screening History...

Background Screening has been around for thousands of years. It originated in late B.C. and has been an ongoing phenomenon since. Throughout time, fingerprints have evolved from engraving stone and understanding the different ridges in the fingers to collecting prints on a fingerprint card. Not only has the process changed, but the FBI and Illinois State Police have updated their systems as well. Livescan fingerprint machines have been introduced and now the use of ink prints is in the past. Today, fingerprints are submitted electronically. This process is more reliable, convenient and the results are received faster.

School Districts are required to have any person involved with or present on school premises to have a criminal history records check.

Illinois School Code Requirements:

- **105 ILCS 5/10-21.9 Criminal history records check and checks of the Statewide Sex Offender Database**
Sec. 10-21.9 Criminal history records checks and checks of the Statewide Sex Offender Database. (a) Certified and non-certified applicants for employment with a school district, except school bus driver applicants, are required as a condition of employment to authorize a fingerprint-based criminal history records check to determine if such applicants have been convicted of any of the enumerated criminal or drug offenses in subsection (c) of this Section or have been convicted, within 7 years of the application for employment with the school district, of any other felony under the laws of this State of or any offense committed or attempted in any other state or against the laws of the United States.
- **625 ILCS 5/6-106.1 School bus driver permit**
Applicants shall obtain the proper application required by the Secretary of State from their prospective or current employer and submit the completed application to the prospective or current employer along with the necessary fingerprint submission as required by the Department of State Police to conduct fingerprint based criminal background checks on current and future information available in the state system and current information available through the FBI.
- **105 ILCS 5/10-21.9 Independent Contractor Background Checks**
Contractors shall not send to any school building or school property any employee or agent who would be prohibited from being employed by the District due to a conviction of a crime listed in 105 ILCS 5/10-21.9. The contractor shall obtain a criminal history background check before sending any employee or agent to any school building or school property. Additionally, as stated in most IASB policies, at least quarterly, the contractor shall contact the local law enforcement authority where each employee or agent resides to determine if the employee is on the list of registered felons who have committed child sex offenses.
- **School Resource Personnel & Volunteers**
The Superintendent shall establish procedures for securing and screening resource persons and volunteers. No person who is a "child sex offender," as defined by the Child Sex offender and Murderer Community Notification Law, shall be used.

School District Fingerprinting and Background Screening Services

Bushue Background Screening a division of Bushue Human Resources, Inc. provides our clients with a convenient and efficient service that improves results of the employment process. Our company provides quick results, convenience, flexible payment options and experience. We are certified by the Illinois State Police and FBI to conduct fingerprints and we are also a proud member of the National Association of Professional Background Screeners.

Fingerprint Check (for all certified and non-certified staff and school bus drivers)

- Illinois State Police Background Check
- FBI Background Check
- State Sex Offender Check
- Federal Sex Offender Check
- Violent Offender Against Youth Database Check

Volunteer Check (non-fingerprint based)

- Social Security Number Trace
- Nationwide Criminal Background Check
- Sex Offender Database Check
- Add the watch program to enhance checks throughout the year

Contractor Background Check (non-fingerprint based)

- Social Security Number Trace
- Nationwide Criminal Background Check
- Sex Offender Database Check
- County Criminal Check - checks residences lived in the last 7 years

Motor Vehicle Records Check

- Provides driving record information

Federal Motor Carrier Safety Administration (FMCSA) Clearinghouse checks

- Provides a query to determine whether drug or alcohol violation information about the applicant exists in the Clearinghouse

5 Year Recheck

- Provides a recheck of all employees on the following:
 - Statewide Sex Offender Database
 - Statewide Murderer and Violent Offender Against Youth Database
 - National Sex Offender Database

As the need increases and liability grows, we can provide increased levels of screening to improve results.

Page 9

What to do when a record has been found...

If any applicant has any records returned on their background check BBS can help with reviewing hits and taking adverse action, if necessary. Please contact us at: info@bushuebackgroundscreening.com or 217-342-3042.



Trade Secret Agreement

During the course of your relationship with Bushue HR, Inc., many programs, forms, and policies will be provided or developed for your District. Bushue HR, Inc. has developed a Trade Secret Agreement and requires each client to sign acknowledging that they will protect the confidentiality and usage of this trade information. Bushue HR, Inc. and its staff have put a considerable amount of financial investments, research and development of these programs, forms, and policies. These programs, forms and policies are considered proprietary in nature and should not be shared with other districts or colleagues.

The District agrees not to disclose any and all business practices, processes, programs, procedures, forms and confidential information and will hold such information in trust and confidence for the District's sole and exclusive use unless the District has express written consent from Bushue HR, Inc. If the District is required to disclose the information by judicial process, Bushue HR, Inc. is to be notified in writing.

DOCUMENT 004113 – BID FORM

Complete the price information for the bid. The total bid amount shall be written out in words, on lines following the numeric bid amount in brackets.

Having carefully examined the bidding documents including, but not limited to, the drawings, specifications, instructions to bidders, scope of work, and Addenda, undersigned Bidder submits the following bid:

Project Name: BRIMFIELD CUSD 309
BRIMFIELD TRACK RESURFACING & REPAIR

Brimfield High School
323 E. Clinton St.
Brimfield, IL 61517

Owner: Board of Education, Brimfield Community Unit School District #309
Architect: Keach Architectural Design, Inc.
Project Number: 21056

Bidding Firm: Track Surfaces Company

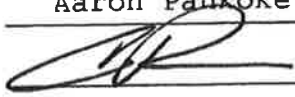
Business Address: 113 Read St.

City, State, Zip: Elburn, IL 60119

Business Phone: 630-267-7052 (M), 630-365-2694 (O)

Business Fax: 630-365-2694

Contact Person: Aaron Pankoke

Bidders Signature:  (Signature of Authorized Official)

Date Prepared: 3/2/2022

CONTRACT TIME: Work shall commence upon date of written agreement. Work at the site can begin no sooner than June 6th, 2022 unless otherwise approved by the owner. Contractor agrees work shall be substantially complete by July 31th, 2022.

BASE BID, Single-Prime (All Trades) Contract: Bidder agrees to perform ALL WORK, exclusive of alternate bids, as set forth in bid documents, and in accord with the Contract Time of the Owner's schedule, for sum of:

(\$ 149,850.00) One Hundred Forty Nine Thousand DOLLARS
Eight Hundred Fifty Dollars

ALTERNATE BID NO. 1 - PERFORMANCE & PAYMENT BOND: Provide the amount required to ADD a performance and payment bond for the project.

(\$ 2,050.00) Two Thousand Fifty _____ DOLLARS

ALTERNATE BID NO. 2 - ALTERNATIVE SYNTHETIC TRACK SURFACING SYSTEM B: Provide the additional amount required to go from base spec of synthetic track surfacing system A to synthetic track surfacing system B which is described as follows: Two layer 13mm permeable track system, first layer is a base layer consisting of rubber granules bond in polyurethane. 2nd layer is a top structural wear coating. System shall have 5 year warranty.

(\$ 49,000.00) Forty Nine Thousand _____ DOLLARS

ALTERNATE BID NO. 3 - ALTERNATIVE SYNTHETIC TRACK SURFACING SYSTEM C: Provide the additional amount required to go from base spec of synthetic track surfacing system A to synthetic track surfacing system C which is described as follows: Three layer 13mm impermeable track system, first layer is a base layer consisting of rubber granules bond in polyurethane. 2nd layer is a seal layer to protect against water intrusion. 3rd layer is a top structural wear coating. System shall have 5 year warranty.

(\$ 89,000.00) Eighty Nine Thousand _____ DOLLARS

UNIT PRICE NO. 1 - ADDITIONAL CRACK REPAIR: Provide a unit price add for additional crack repair of asphalt base material beyond the quantity provided in the bid documents. Upon removal of existing track surface, contractor shall survey the conditions of the asphalt base and calculate the amount of crack repair required for the project.

Add for Unit Price No. 1: Per LF (lineal feet): (\$ 3.50) DOLLARS

UNIT PRICE NO. 2 - ADDITIONAL DEPRESSION FILLER: Provide a unit price add for additional filling of depressions in asphalt base material beyond the quantity provided in the bid documents. Upon removal of existing track surface, contractor shall survey the conditions of the asphalt base and calculate the amount of depression filler for the project.

Add for Unit Price No. 1: Per SF (square feet): (\$ 6.00) DOLLARS

BID SECURITY ENCLOSED: (\$/% 10) BID BOND _____ DOLLARS/PERCENT

Bidder acknowledges receipt of the following Addenda:

- a) Addendum No. 1 Dated 3/2/2022
- b) Addendum No. _____ Dated _____
- c) Addendum No. _____ Dated _____

END OF DOCUMENT 004113

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Track Surfaces Company
113 Read Street
Elburn, IL 60119

SURETY:

(Name, legal status and principal place of business)

Employers Mutual Casualty Company
1815 S. Meyers Road, Suite 500
Oakbrook Terrace, IL 60181

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

OWNER:

(Name, legal status and address)

Brimfield CUSD 309
325 East Clinton St.
Brimfield, IL 61517

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

BOND AMOUNT: Ten Percent of Accompanying Bid (10%)

PROJECT:

(Name, location or address, and Project number, if any)

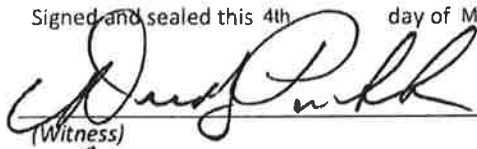
Brimfield Track Resurfacing and Repair at Brimfield High School
323 E. Clinton St., Brimfield, IL 61517

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 4th day of March, 2022

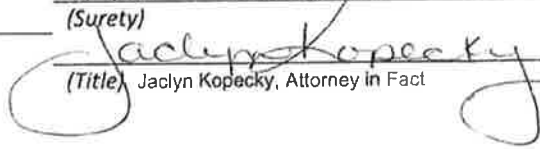


(Witness)


Track Surfaces Company
(Principal) _____ (Seal)
Vice-President
(Title)



(Witness)

Employers Mutual Casualty Company
(Surety) _____ (Seal)

(Title) Jaclyn Kopecky, Attorney in Fact



P.O. Box 712 • Des Moines, Iowa 50306-0712

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

KNOW ALL MEN BY THESE PRESENTS, that:

- 1. Employers Mutual Casualty Company, an Iowa Corporation
- 2. EMCASCO Insurance Company, an Iowa Corporation
- 3. Union Insurance Company of Providence, an Iowa Corporation
- 4. Illinois EMCASCO Insurance Company, an Iowa Corporation
- 5. Dakota Fire Insurance Company, a North Dakota Corporation
- 6. EMC Property & Casualty Company, an Iowa Corporation

hereinafter referred to severally as "Company" and collectively as "Companies", each does, by these presents, make, constitute and appoint:

JACLYN KOPECKY

its true and lawful attorney-in-fact, with full power and authority conferred to sign, seal, and execute the Bid Bond

Any and All Bonds

and to bind each Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of each such Company, and all of the acts of said attorney pursuant to the authority hereby given are hereby ratified and confirmed.

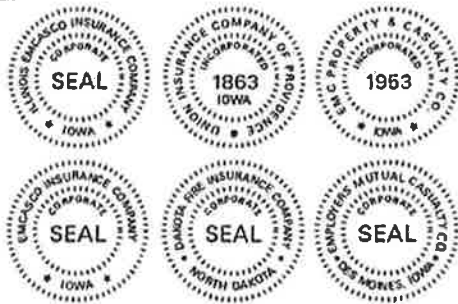
AUTHORITY FOR POWER OF ATTORNEY

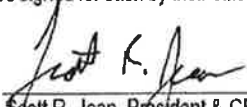
This Power-of-Attorney is made and executed pursuant to and by the authority of the following resolution of the Boards of Directors of each of the Companies at the first regularly scheduled meeting of each company duly called and held in 1999:


RESOLVED: The President and Chief Executive Officer, any Vice President, the Treasurer and the Secretary of Employers Mutual Casualty Company shall have power and authority to (1) appoint attorneys-in-fact and authorize them to execute on behalf of each Company and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof; and (2) to remove any such attorney-in-fact at any time and revoke the power and authority given to him or her. Attorneys-in-fact shall have power and authority, subject to the terms and limitations of the power-of-attorney issued to them, to execute and deliver on behalf of the Company, and to attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such instrument executed by any such attorney-in-fact shall be fully and in all respects binding upon the Company. Certification as to the validity of any power-of-attorney authorized herein made by an officer of Employers Mutual Casualty Company shall be fully and in all respects binding upon this Company. The facsimile or mechanically reproduced signature of such officer, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power-of-attorney of the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS THEREOF, the Companies have caused these presents to be signed for each by their officers as shown, and the Corporate seals to be hereto affixed this 30th day of March, 2020.

Seals



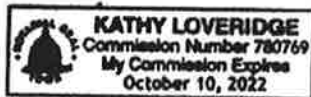

 Scott R. Jean, President & CEO
 of Company 1; Chairman, President
 & CEO of Companies 2, 3, 4, 5 & 6


 Todd Strother, Executive Vice President
 Chief Legal Officer & Secretary of
 Companies 1, 2, 3, 4, 5 & 6

On this 30th day of March, 2020 before me a Notary Public in and for the State of Iowa, personally appeared Scott R. Jean and Todd Strother, who, being by me duly sworn, did say that they are, and are known to me to be the CEO, Chairman, President, Executive Vice President, Chief Legal Officer and/or Secretary, respectively, of each of the Companies above; that the seals affixed to this instrument are the seals of said corporations; that said instrument was signed and sealed on behalf of each of the Companies by authority of their respective Boards of Directors; and that the said Scott R. Jean and Todd Strother, as such officers, acknowledged the execution of said instrument to be their voluntary act and deed, and the voluntary act and deed of each of the Companies.

My Commission Expires October 10, 2022.


 Kathy Loveridge
 Notary Public in and for the State of Iowa



CERTIFICATE

I, James D. Clough, Vice President of the Companies, do hereby certify that the foregoing resolution of the Boards of Directors by each of the Companies, and this Power of Attorney issued pursuant thereto on 30th day of March, 2020, are true and correct and are still in full force and effect.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 4th day of March, 2022.


 James D. Clough
 Vice President

MILLER & SON CONSTRUCTION CO.



**P.O. Box 289
Mackinaw, IL 61755
(309) 359-8066**

March 5, 2022

Brimfield Cusd # 309 School District
216 E Clinton St
Brimfield, IL 61517

Job 22-222

Tony.Shinall@Brimfield309.com

Project #3 Price including additional work discussed with Pat Meyer and Board President.

Project #3 Materials & Labor Cost	\$ 24,772.00
-----------------------------------	--------------

Please sign below if this proposal is accepted and return to me.

Please let me know if you have any questions.

Thank you,

Jeff Miller

Miller & Son Construction Co.

Brimfield Cusd #309 School District



Miller & Son Construction Co.

Date

March 5, 2022

Date

Making The Earth Move Is Our Business

RETURN WITH BID

SCHEDULE OF PRICES

(For complete information covering these items, see plans and specifications)

ITEM NO.	ITEMS	UNIT	UNIT PRICE	QUANTITY	TOTAL
1	PROJECT #1	LSUM		1	33,300.00
2	PROJECT #2	LSUM		1	45,750.00
3	PROJECT #3	LSUM		1	17,272.00
4	PROJECT #4	LSUM		1	17,272.00
5	DEDUCT IF ALL PROJECTS ARE AWARDED	LSUM		1	3,594.00
	BIDDER'S PROPOSAL FOR MAKING ENTIRE IMPROVEMENTS.				110,000.00

EACH SECTION ABOVE MAY BE BID SEPARATELY; ITEM #5 IS IF ALL FOUR PROJECTS ARE AWARDED TO ONE CONTRACTOR. ALL SIDEWALK SHALL BE IN ACCORDANCE WITH ADA STANDARDS.

PLEASE SIGN, STATE THE ADDENDUM NUMBER(S) AND DATE TO ACKNOWLEDGE RECEIPT OF ANY ADDENDUMS

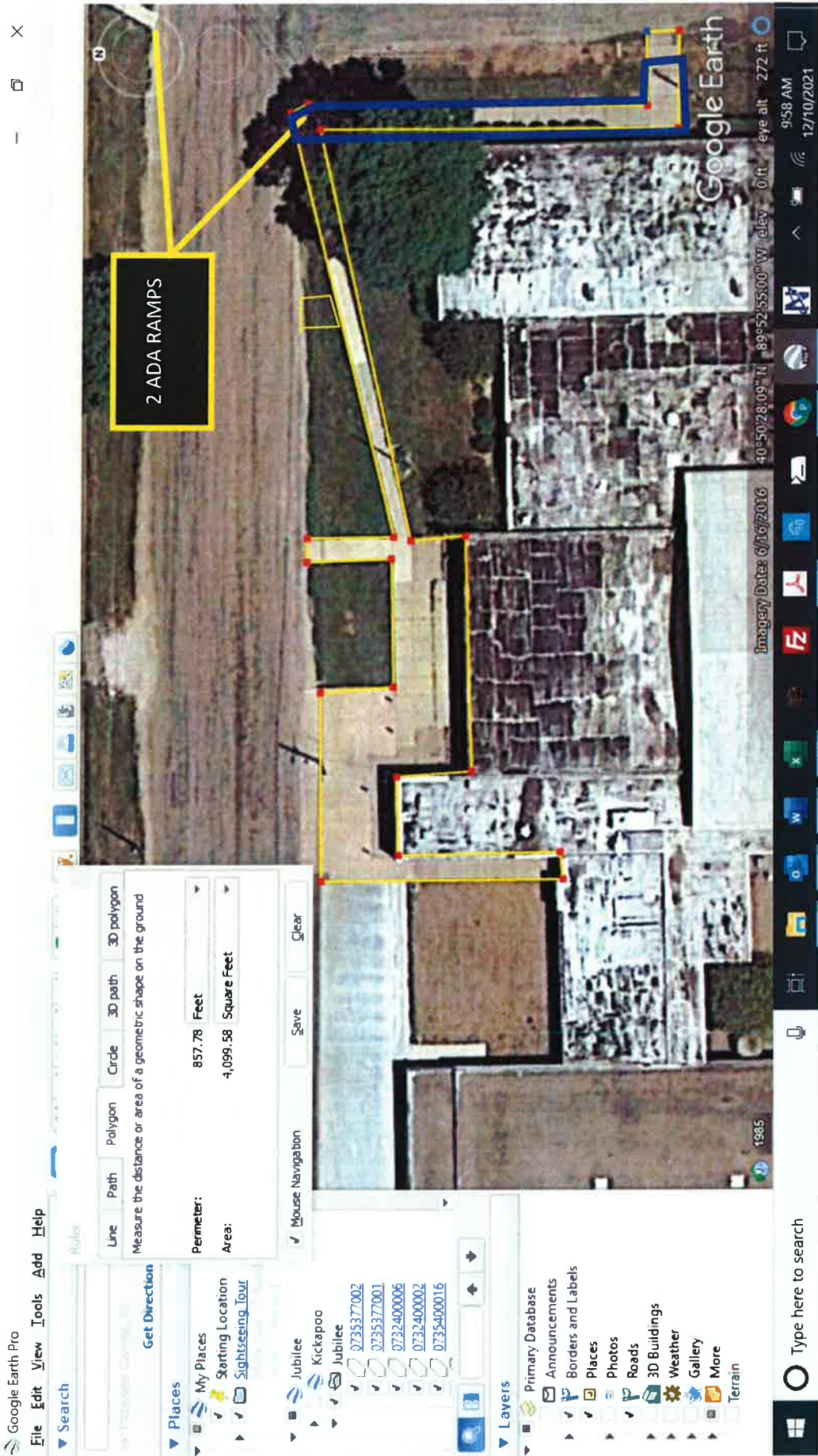
SIGNATURE Jeffrey W. Miller

DATE January 22, 2022

Miller & Son Construction Co.
P.O. Box 289
Mackinaw, IL 61755
309-359-8066

Prevailing wage, construction to occur between June 1 and seeding/restoration to be completed by July 31.

Please email bids back to all by Friday January 28th at 11 am if you are interested.



2 ADA RAMPS

Line Path Polygon Circle 3D path 3D polygon
 Measure the distance or area of a geometric shape on the ground

Perimeter: 857.78 Feet
Area: 4,099.58 Square Feet

Mouse Navigation

- ▼ Places
 - My Places
 - Starting Location
 - Sightseeing Tour
 - Jubilee
 - Kickapoo
 - Jubilee
 - 0735377002
 - 0735377001
 - 0732400006
 - 0732400002
 - 0735400016
- ▼ Layers
 - Primary Database
 - Announcements
 - Borders and Labels
 - Places
 - Photos
 - Roads
 - 3D Buildings
 - Weather
 - Gallery
 - More
 - Terrain

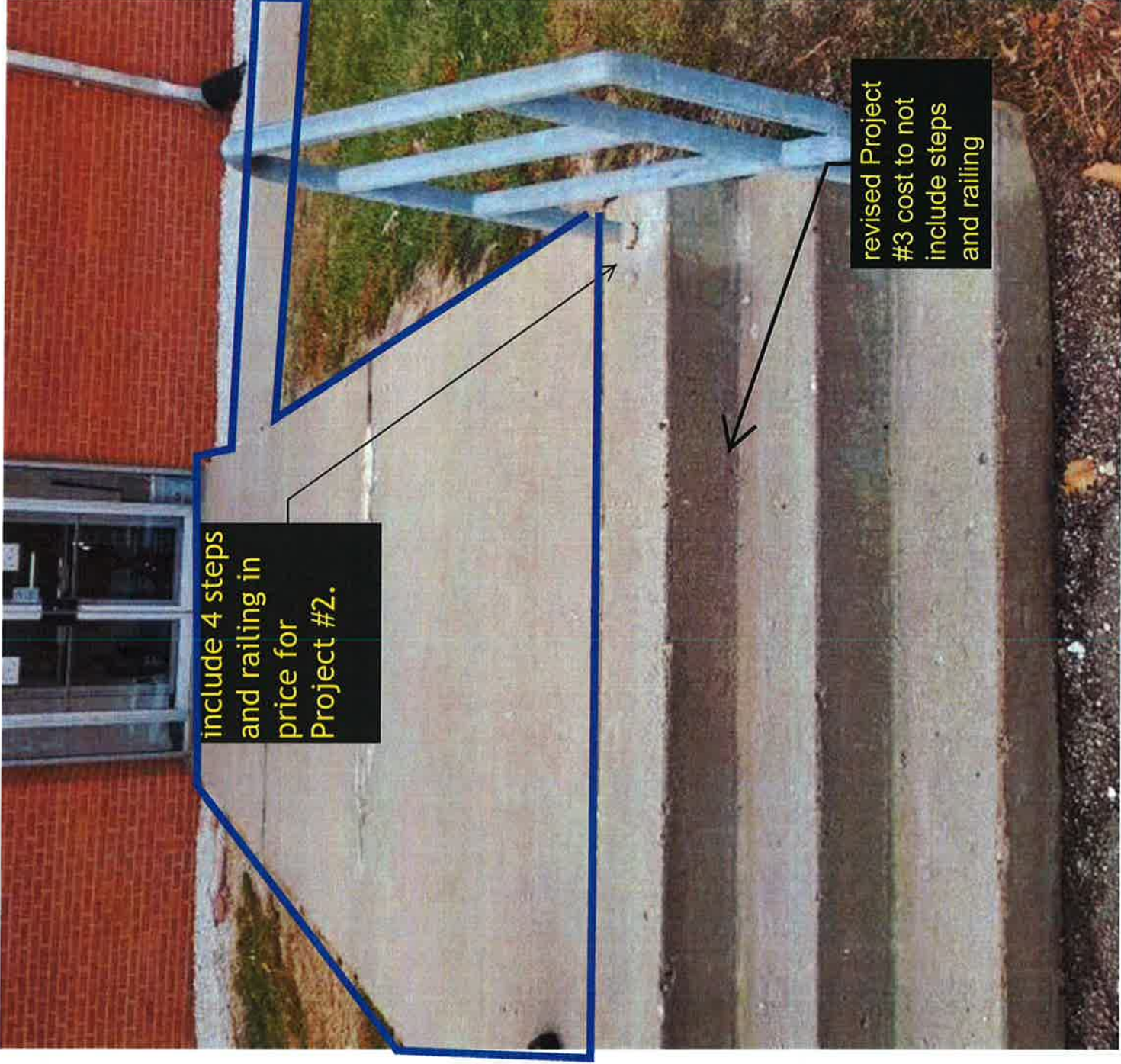
PAY ITEM	QUANTITY	UNIT	UNIT COST	TOTAL COST
REMOVE AND REPLACE 4" CONCRETE-SAWCUT-SEALED	2,400	SQ. FT.		

PROJECT #2



PAY ITEM	QUANTITY	UNIT	UNIT COST	TOTAL COST
GRADE-SHAPE-INSTALL 4" CONCRETE-TOOLED JOINTS-SEALED AT EXP	1,700	SQ FT		

PROJECT #3



include 4 steps and railing in price for Project #2.

revised Project #3 cost to not include steps and railing



include
replacement
pipe, grading,
& seeding/
blanket in
price for
Project #3

HOERR MASONRY INC

12203 W Laurel Lane
Brimfield, IL 61517

Estimate

Date	Estimate #
3/8/2022	PROJECT #4

Name / Address
BRIMFIELD SCHOOL

Project

Description	Qty	Rate	Total
CONCRETE WORK PER ATTACHMENT REPLACE 3 SQUARES ON SIDEWALK ADD ADA RAMP REPLACE ENTRANCE TO GRADE SCHOOL REPLACE SIDEWALK GOING TO PRINCIPAL OFFICE		23,900.00	23,900.00
		Total	\$23,900.00



Places

- My Places
- Starting Location
- Sightseeing Tour

Layers

- Primary Database
- Announcements
- Borders and Labels
- Places
- Photos

HOERR MASONRY INC

12203 W Laurel Lane
Brimfield, IL 61517

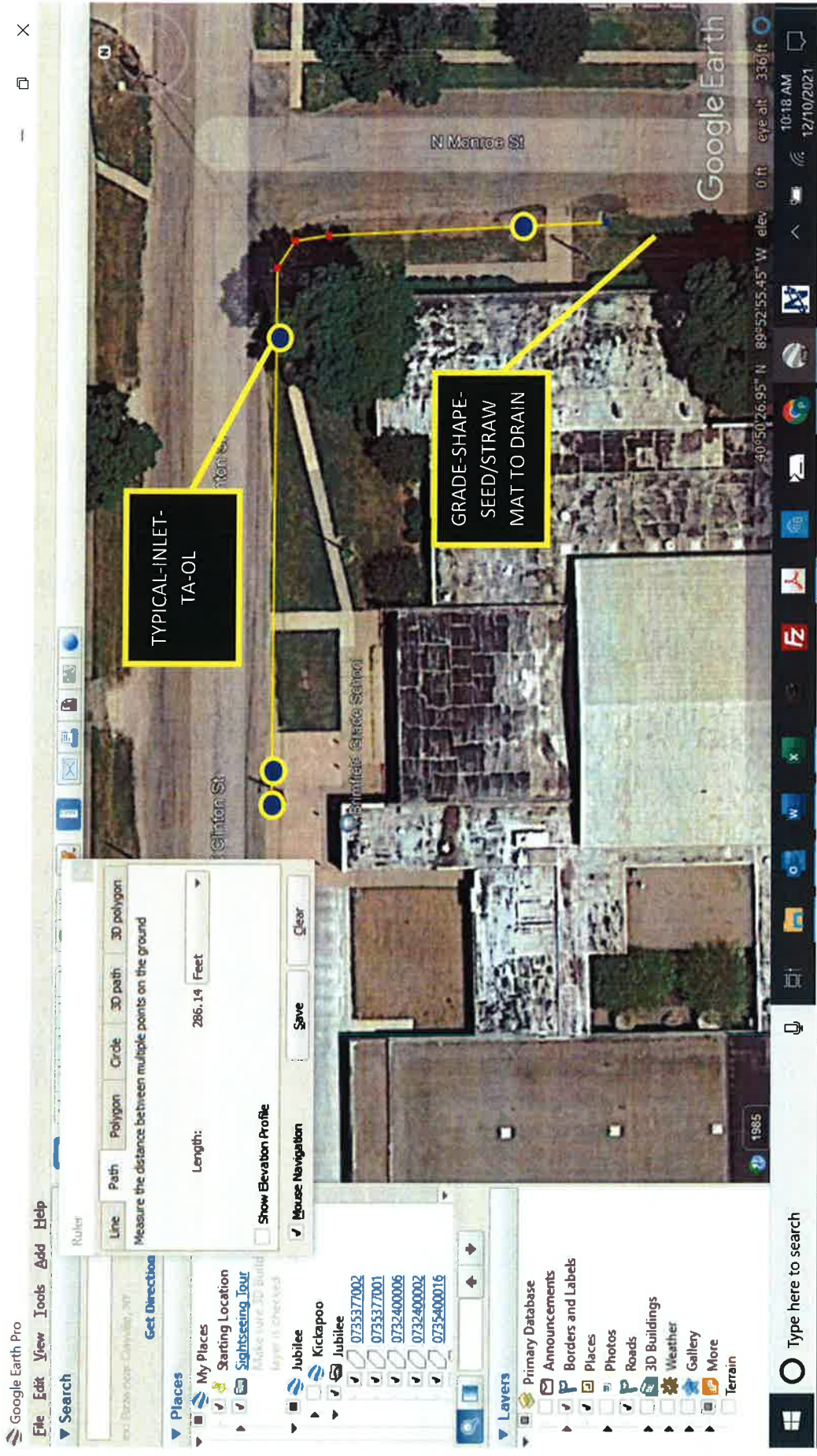
Estimate

Date	Estimate #
3/8/2022	PROJECT #4

Name / Address
BRIMFIELD SCHOOL

Project

Description	Qty	Rate	Total
SWITCHING FOR 8" TO 200 FT OF PVC 12" INSTALL , COMPACT, REDO SURFACES AS THEY WERE - 4 TYPE A INLETS ALL LABOR AND MATERIAL INCLUDED		11,900.00	11,900.00
		Total	\$11,900.00



PAY ITEM	QUANTITY	UNIT	UNIT COST	TOTAL COST
REMOVE AND REPLACE 8" SDR 26	300	FT		
INSTALL TY A INLET WITH OPEN LID	4	EACH		
			TOTAL COST=	

switched to 12" pipe for 200 ft

PROJECT #4

Craft Construction LLC

P.O. Box 129 Dunlap, IL
(309) 369-0674

Proposal

PROPOSAL SUBMITTED TO / Brimfield School District 309		TODAY'S DATE 3/6/2022	DATE OF PLANS/PAGE #S
PHONE NUMBER 309-446-3378	FAX NUMBER	JOB NAME BGS track and field project	
ADDRESS, CITY, STATE, ZIP 216 E. Clinton St. Brimfield IL 61517		JOB LOCATION	

Craft Construction LLC hereby proposes to perform all labor necessary to complete the job specified on the scope of work in a timely fashion while maintaining a clean and safe jobsite. All work is to be done during normal working hours of 7:00am-3:30pm.

Scope of work: Provide labor and material to complete the following tasks:

1. Remove current long jump approach and pit, regrade and seed.
2. Remove current discus pad and replace with new concrete pad. Grade and seed around new pad.
3. Remove current shot put pad and replace with new concrete pad and install new shot put curb. Grade and seed around new pad.
4. Install new concrete long jump approach with 32' long pits on each end. Grade and seed around finished product. Pits to be 12" minimum deep and have continuous rebar in concrete pit wall/curb.

Exclusions:

1. Watering of new grass seed

We propose to furnish material and labor complete in accordance with above specifications for the sum of: **\$33,164.00**

Payment as follows: invoice due within 30 days of completion of project

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. If either party commences legal action to enforce its rights pursuant to this agreement, the prevailing party in said legal action shall be entitled to recover its reasonable attorney's fees and costs of litigation relating to said legal action, as determined by a court of competent jurisdiction.

Note: this proposal may be withdrawn by us if not accepted within 7 days.

Proposal prepared by authorized agent of Craft Construction LLC. *Tony M. Blodgett*

ACCEPTANCE OF PROPOSAL

You are hereby authorized to furnish all material and labor necessary to complete the work as specified in this proposal, for which the undersigned agrees to pay the amount mentioned in said proposal.

Signature _____

Date of Acceptance _____

Signature _____

Santander Bank, N.A. Lease Agreement Terms Sheet

Lessor: Santander Bank, N.A.
 3 Huntington Quadrangle
 Suite 101N
 Melville, NY 11747-4616

Lessee: Brimfield CUSD #309
 216 East Clinton Street
 Brimfield, IL 61517

Equipment Description / Quantity

1

2019 Chevy Starcraft 14 pass
 School Bus

Schedule of Terms	Payment Date	Per Payment amount	Quantity Implied Interest	Total for Group		Combined Min. Insurance For Equip. After Payments
				Payment Amount	Implied Interest	
Initial payment	7/15/2022	9,994.00	0.00	9,994.00	0.00	26,477.18
Second Payment	7/15/2023	9,994.00	771.18	9,994.00	771.18	16,977.68
Third Payment	7/15/2024	12,221.00	494.50	12,221.00	494.50	4,899.38
Fourth Payment	7/15/2025	1,682.00	142.70	1,682.00	142.70	3,313.90
Fifth Payment	7/15/2026	1,682.00	96.52	1,682.00	96.52	1,682.00
Sixth Payment	7/15/2027	1,682.00	50.10	1,682.00	50.10	1,555.00

Signed by: _____ ✓

LAWN MAINTENACE PROPOSAL

Steve Cramer | 10121 W. Knox St | Edwards, IL 61528

CUSTOMER
Brimfield District 309

DATE
3/7/2022

ADDRESS
323 E Clinton Street

CITY/STATE/ZIP
Brimfield IL 61517

PHONE
309-446-3349

PAYMENT TERMS
**Payment on the 3rd
Wednesday following
board meeting**
DUE DATE
**7 payments (April -
October)**

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
7	Mowing and trimming of all grounds at Brimfield District 309	\$2,648.50	\$18,540.00
<p>This proposed price represents a 3% increase. I did not do an increase in 2021. If you have any questions about this proposal, the work I do or anything on this contract, please reach out to me directly.</p>			
<p>I truly appreciate the business and take pride in how our school looks. Steve</p>			

THIS PROPOSAL INCLUDES THE CONDITIONS NOTED:
NA

SUBTOTAL	\$18,540.00
TAX RATE	NA
SALES TAX	NA
OTHER	
TOTAL	\$18,540.00

Sign Here to Accept Quote:

Authorized Rep

Date

Document Status: Draft Update

OPERATIONAL SERVICES

4:170 Safety

Safety and Security

All District operations, including the education program, shall be conducted in a manner that will promote the safety and security of everyone on District property or at a District event. The Superintendent or designee shall develop, implement, and maintain a comprehensive safety and security plan that includes, without limitation:

1. An emergency operations and crisis response plan(s) addressing prevention, preparation, response, and recovery for each school;
2. Provisions for a coordinated effort with local law enforcement and fire officials, emergency medical services personnel, and the Board Attorney;
3. A school safety drill plan;
4. Instruction in safe bus riding practices; and
5. A clear, rapid, factual, and coordinated system of internal and external communication.

In the event of an emergency that threatens the safety of any person or property, students and staff are encouraged to follow the best practices discussed for their building regarding the use of any available cellular telephones.

School Safety Drill Plan

During every academic year, each school building that houses school children shall conduct, at a minimum, each of the following in accordance with the School Safety Drill Act (105 ILCS 128/):

1. Three school evacuation drills to address and prepare students and school personnel for fire incidents. One of these three drills shall require the participation of the local fire department or district.
2. One bus evacuation drill.
3. One severe weather and shelter-in-place drill to address and prepare students and school personnel for possible tornado incidents.
4. One law enforcement lockdown drill to address a school shooting incident and to evaluate the preparedness of school personnel and students. ~~This lockdown drill to address a school shooting incident and to evaluate the preparedness of school personnel and students.~~
PRESSPlus1 This drill shall occur no later than 90 days after the first day of school of each year, and shall require the participation of all school personnel and students present at school at the time of the drill, except for those exempted by administrators, school support personnel, or a parent/guardian.

Annual Review

The Board or its designee will annually review each school building's emergency operations and crisis response plan(s), protocols, and procedures, as well as each building's compliance with the school

4:170

safety drill plan. This annual review shall be in accordance with the School Safety Drill Act (105 ILCS 128/) and the Joint Rules of the Office of the State Fire Marshal and the Ill. State Board of Education (ISBE). 29 Ill.Admin.Code Part 1500.

Automated External Defibrillator (AED)

The Superintendent or designee shall implement a written plan for responding to medical emergencies at the District's physical fitness facilities in accordance with the Fitness Facility Medical Emergency Preparedness Act and shall file a copy of the plan with the Ill. Dept. of Public Health (IDPH). The plan shall provide for at least one automated external defibrillator (AED) to be available at every physical fitness facility on the premises according to State law requirements.

The District shall have an AED on site as well as a trained AED user: (1) on staff during staffed business hours; and (2) available during activities or events sponsored and conducted or supervised by the District. The Superintendent or designee shall ensure that every AED on the District's premises is properly tested and maintained in accordance with rules developed by the IDPH. This policy does not create an obligation to use an AED.

Carbon Monoxide Alarms

The Superintendent or designee shall implement a plan with the District's local fire officials to:

1. Determine which school buildings to equip with approved *carbon monoxide alarms* or *carbon monoxide detectors*,
2. Locate the required carbon monoxide alarms or carbon monoxide detectors within 20 feet of a carbon monoxide emitting device, and
3. Incorporate carbon monoxide alarm or detector activation procedures into each school building that requires a carbon monoxide alarm or detector. The Superintendent or designee shall ensure each school building annually reviews these procedures.

Unsafe School Choice Option

The unsafe school choice option provided in State law permits students to transfer to another school within the District in certain situations. This transfer option is unavailable in this District because each grade is in only one attendance center. A student, who would otherwise have qualified for the choice option, or such a student's parent/guardian, may request special accommodations from the Superintendent or designee.

Lead Testing in Water

The Superintendent or designee shall implement testing for lead in each source of drinking water in school buildings in accordance with the Ill. Plumbing License Law and guidance published by the IDPH. The Superintendent or designee shall notify parent(s)/guardian(s) about the sampling results from their children's respective school buildings.

Emergency Closing

The Superintendent is authorized to close school(s) in the event of hazardous weather or other emergency that threatens the safety of students, staff members, or school property.

LEGAL REF.:

105 ILCS 5/10-20.2, 5/10-20.57, 5/18-12, and 5/18-12.5.

105 ILCS 128/, School Safety Drill Act; 29 Ill.Admin.Code Part 1500.

210 ILCS 74/, Physical Fitness Facility Medical Emergency Preparedness Act.

225 ILCS 320/35.5, Ill. Plumbing License Law.

CROSS REF.: 4:110 (Transportation), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 4:180 (Pandemic Preparedness; Management; and Recovery), 5:30 (Hiring Process and Criteria), 8:30 (Visitors to and Conduct on School Property), 8:100 (Relations with Other Organizations and Agencies)

Adopted: February 16, 2022

PRESSPlus Comments

PRESSPlus 1. Due to a technical error, this stricken language was inadvertently duplicated in your original Issue 108 Draft Update. This will require Board action for approval of the corrected language.

Brimfield CUSD #309 Spring Coaches 2022

Brimfield Grade School

Boys Track - Fran Meyer

Girls Track - Erin Self

Brimfield High School

Boys Baseball

Head Coach – Brandon Porter

JV coach- Tucker Blum

2nd paid assistant- Austin Sims

Volunteer coaches

Josh Johnson

Jeff Binder

Brad Coyle

Connor Sharp

Josh McKown

Girls Softball

Head Coach – Kurt Juerjens

1st assistant – Jon Florey

2nd assistant – Ashley Wetherill

CERTIFIED EMPLOYMENT FOR 2022-2023

Continued Contractual Service

Avery, Jessica
Bernales, Roberto
Cahill, Christine
Cahill, Hollie
Doubet, Jan
Eller, Jody
Faulkner, Kevin
Fraelle, Heather
Frail, Angel
Gorham, Katherine
Henson, Jamie
Herron, Amy
Hostert, Kelsey
Jones, Alison
Jones, Jeanie
Kepple, Amy
Kreiter, Kevin
McKinty, Amy
Meyers, Kerry (Fran)
Miller, Erin,
Moon, Sarah
Porter, Brandon
Putnam, Laura
Sampier, Amber
Savage, Ashley
Self, Erin
Shoff, Jaden
Sneeringer, Angie
Sunderland, Jason

Tilly, Elizabeth
Tilly, Troy
Treadway, Melinda
Trotter, Trent
Walker, Kelly
Zehr, Scott

Tenure

Messineo, Kelsey
Spears, Kristin

Probation 4th Year

Carter, Antje
Colorado, Suzanne
Gibbs, Kaselyn
McKown, Josh

Probation 3rd Year

Gooddell, Rebecca
Wahl, Meredith
Wetherill, Ashley

Probation 2nd Year

Lowery, Jake
Mason, Jane
Walser, Alyssa
Weiger, Erich

Part-time

Wagner, Kristin

Invoice Listing

BRIMFIELD CUSD 309

Full Name	Description	Invoice Date	Net Amount
BANK OF NEW YORK	PAYING AGENT FEE 4/20/22 TO	02/24/2022	802.50
	<i>PAYING AGENT FEE 4/20/22 TO</i>		<i>802.50</i>
	<i>10 E 2525 6400 01 000 000000</i>		
BANK OF NEW YORK			802.50
BRIMFIELD HARDWARE	SNOW PLOW MAINTENANCE PO 6-22-	02/15/2022	4.20
	<i>SNOW PLOW MAINTENANCE PO 6-22-</i>		<i>4.20</i>
	<i>20 E 2542 4104 01 000 000000</i>		
BRIMFIELD HARDWARE			4.20
CENTRAL RESTAURANT	HS FOOD SERVICE	02/24/2022	215.77
	<i>HS FOOD SERVICE</i>		<i>215.77</i>
	<i>10 E 2562 4109 01 000 000000</i>		
CENTRAL RESTAURANT	HS FOOD SERVICE	02/22/2022	111.47
	<i>HS FOOD SERVICE</i>		<i>111.47</i>
	<i>10 E 2562 4109 01 000 000000</i>		
CENTRAL RESTAURANT			327.24
CONSTELLATION	FUEL MONTHLY USAGE	02/28/2022	3,050.43
	<i>GS FUEL MONTHLY USAGE BILLING</i>		<i>651.10</i>
	<i>HS FUEL MONTHLY USAGE BILLING</i>		<i>2,399.33</i>
	<i>20 E 2542 4651 01 000 000000</i>		
	<i>20 E 2542 4652 01 000 000000</i>		
CONSTELLATION			3,050.43
DIGITAL COPY	COPY MACHINE MONTHLY BILLING	03/01/2022	1,919.67
	<i>GS COPY MACHINE MONTHLY</i>		<i>1,190.67</i>
	<i>HS COPY MACHINE MONTHLY</i>		<i>595.33</i>
	<i>GS COPY MACHINE MONTHLY</i>		<i>115.83</i>
	<i>HS COPY MACHINE MONTHLY</i>		<i>17.84</i>
	<i>10 E 1101 3250 25 000 000000</i>		
	<i>10 E 1103 3250 25 000 000000</i>		
	<i>10 E 1101 3250 01 000 000000</i>		
	<i>10 E 1103 3250 01 000 000000</i>		
DIGITAL COPY SYSTEMS,			1,919.67

Invoice Listing

BRIMFIELD CUSD 309

Full Name	Description	Invoice Date	Net Amount
FRONTIER	UNIT OFFICE PHONE SERVICE	02/28/2022	336.89
	<i>UNIT OFFICE PHONE SERVICE</i>		336.89
	<i>20 E 2542 3403 01 000 000000</i>		
FRONTIER	BGS PHONE SERVICE MONTHLY	02/28/2022	245.72
	<i>BGS PHONE SERVICE MONTHLY</i>		245.72
	<i>20 E 2542 3401 01 000 000000</i>		
FRONTIER	GS FAX PHONE SERVICE MONTHLY	02/28/2022	42.65
	<i>GS FAX PHONE SERVICE MONTHLY</i>		42.65
	<i>20 E 2542 3405 01 000 000000</i>		
FRONTIER	HS FAX PHONE SERVICE MONTHLY	02/25/2022	164.71
	<i>HS FAX PHONE SERVICE MONTHLY</i>		164.71
	<i>20 E 2542 3402 01 000 000000</i>		
FRONTIER			789.97
HEART TECHNOLOGIES,	MONTHLY CONTRACT BILLING-	03/02/2022	1,410.00
	<i>MONTHLY CONTRACT BILLING-</i>		1,410.00
	<i>10 E 1101 4900 25 000 000000</i>		
	<i>10 E 1103 4900 25 000 000000</i>		
HEART TECHNOLOGIES,			1,410.00
JASON SHORT	SNOW REMOVAL / SALT MONTHLY	03/08/2022	640.00
	<i>SNOW REMOVAL / SALT MONTHLY</i>		640.00
	<i>20 E 2542 3230 01 000 000000</i>		
JASON SHORT			640.00
KOHL WHOLESALE	HS FOOD SERVICE	02/16/2022	1,941.00
	<i>HS FOOD SERVICE</i>		1,372.93
	<i>HS FOOD SERVICE</i>		18.03
	<i>HS FOOD SERVICE</i>		146.18
	<i>HS FOOD SERVICE</i>		265.76
	<i>HS FOOD SERVICE</i>		138.10
	<i>10 E 2562 4101 01 000 000000</i>		
	<i>10 E 2562 4104 01 000 000000</i>		
	<i>10 E 2562 4106 01 000 000000</i>		

Invoice Listing

BRIMFIELD CUSD 309

Full Name	Description	Invoice Date	Net Amount
	10 E 2562 4900 01 000 000000		
	10 E 2562 4101 01 000 000000		
KOHL WHOLESale	GS FOOD SERVICE	02/23/2022	1,978.56
	GS FOOD SERVICE		1,978.56
	10 E 2562 4101 01 000 000000		
KOHL WHOLESale	HS FOOD SERVICE	02/23/2022	1,788.11
	HS FOOD SERVICE		1,527.00
	HS FOOD SERVICE		57.56
	HS FOOD SERVICE		132.40
	HS FOOD SERVICE		48.46
	HS FOOD SERVICE		22.69
	10 E 2562 4101 01 000 000000		
	10 E 2562 4104 01 000 000000		
	10 E 2562 4106 01 000 000000		
	10 E 2562 4900 01 000 000000		
	10 E 2562 4901 01 000 000000		
KOHL WHOLESale	HS FOOD SERVICE	03/02/2022	2,104.11
	HS FOOD SERVICE		1,967.65
	HS FOOD SERVICE		43.87
	HS FOOD SERVICE		24.16
	HS FOOD SERVICE		68.43
	10 E 2562 4101 01 000 000000		
	10 E 2562 4104 01 000 000000		
	10 E 2562 4106 01 000 000000		
	10 E 2562 4901 01 000 000000		
KOHL WHOLESale	HS FOOD SERVICE	03/09/2022	1,608.57
	HS FOOD SERVICE		1,432.99
	HS FOOD SERVICE		40.00
	HS FOOD SERVICE		123.92
	HS FOOD SERVICE		11.66

Invoice Listing

BRIMFIELD CUSD 309

Full Name	Description	Invoice Date	Net Amount
	10 E 2562 4101 01 000 000000		
	10 E 2562 4104 01 000 000000		
	10 E 2562 4106 01 000 000000		
	10 E 2562 4901 01 000 000000		
KOHL WHOLESale	GS FOOD SERVICE	03/09/2022	1,637.30
	GS FOOD SERVICE		1,549.38
	GS FOOD SERVICE		23.03
	GS FOOD SERVICE		40.56
	GS FOOD SERVICE		24.33
	10 E 2562 4101 01 000 000000		
	10 E 2562 4104 01 000 000000		
	10 E 2562 4106 01 000 000000		
	10 E 2562 4900 01 000 000000		
KOHL WHOLESale			11,057.65
MACKIN EDUCATIONAL	LIBRARY BOOKS AND SUPPLIES PO	02/18/2022	198.86
	LIBRARY BOOKS AND SUPPLIES PO		198.86
	10 E 2222 4301 01 000 000000		
MACKIN EDUCATIONAL			198.86
MIDCENTURY	INTERNET MONTHLY BILLING PO 0-	03/01/2022	15.00
	INTERNET MONTHLY BILLING PO 0-		15.00
	20 E 2542 3404 01 000 000000		
MIDCENTURY			15.00
NEXTERA ENERGY	ELECTRICITY MONTHLY BILLING	02/14/2022	12,647.08
	GS ELECTRICITY MONTHLY BILLING		6,738.35
	HS ELECTRICITY MONTHLY BILLING		5,908.73
	20 E 2542 4661 01 000 000000		
	20 E 2542 4662 01 000 000000		
NEXTERA ENERGY			12,647.08
PERFECTION BAKERIES,	GS FOOD SERVICE BREAD	02/15/2022	56.84
	GS FOOD SERVICE BREAD		56.84
	10 E 2562 4103 01 000 000000		

Invoice Listing

BRIMFIELD CUSD 309

Full Name	Description	Invoice Date	Net Amount
PERFECTION BAKERIES,	HS FOOD SERVICE - BREAD	02/22/2022	58.85
	<i>HS FOOD SERVICE - BREAD</i>		31.05
	<i>HS FOOD SERVICE - BREAD FFA</i>		27.80
	<i>10 E 2562 4103 01 000 000000</i>		
	<i>10 E 2562 4101 01 000 000000</i>		
PERFECTION BAKERIES,	GS FOOD SERVICE - BREAD	02/22/2022	48.20
	<i>GS FOOD SERVICE - BREAD</i>		48.20
	<i>10 E 2562 4103 01 000 000000</i>		
PERFECTION BAKERIES,	HS FOOD SERVICE - BREAD	02/28/2022	20.85
	<i>HS FOOD SERVICE - BREAD</i>		20.85
	<i>10 E 2562 4103 01 000 000000</i>		
PERFECTION BAKERIES,	GS FOOD SERVICE SUPPLIES -	02/28/2022	27.80
	<i>GS FOOD SERVICE SUPPLIES -</i>		27.80
	<i>10 E 2562 4103 01 000 000000</i>		
PERFECTION BAKERIES,	HS FOOD SERVICE - BREAD	03/07/2022	37.10
	<i>HS FOOD SERVICE - BREAD</i>		37.10
	<i>10 E 2562 4103 01 000 000000</i>		
PERFECTION BAKERIES,	GS FOOD SERVICE - BREAD	03/07/2022	42.90
	<i>GS FOOD SERVICE - BREAD</i>		42.90
	<i>10 E 2562 4103 01 000 000000</i>		
PERFECTION BAKERIES,			292.54
PRAIRIE FARMS DAIRY,	MILK MONTHLY BILLING	03/03/2022	1,376.36
	<i>MILK MONTHLY BILLING</i>		1,376.36
	<i>10 E 2562 4102 01 000 000000</i>		
PRAIRIE FARMS DAIRY,			1,376.36
SPECIAL EDUC OF	SPECIAL EDUCATION MONTHLY	03/05/2022	26,431.00
	<i>SPECIAL EDUCATION MONTHLY</i>		26,431.00
	<i>10 E 4190 3001 01 000 000000</i>		
	<i>10 E 4190 3001 44 000 000000</i>		
	<i>51 E 4120 2130 01 000 000000</i>		
SPECIAL EDUC OF			26,431.00

Invoice Listing

BRIMFIELD CUSD 309

Full Name	Description	Invoice Date	Net Amount
SYSKO	FOOD SERVICE	02/10/2022	727.90
	<i>FOOD SERVICE</i>		<i>727.90</i>
	<i>10 E 2562 4101 01 000 000000</i>		
SYSKO	FOOD SERVICE	02/17/2022	155.36
	<i>FOOD SERVICE</i>		<i>155.36</i>
	<i>10 E 2562 4106 01 000 000000</i>		
SYSKO	FOOD SERVICE	02/24/2022	527.65
	<i>FOOD SERVICE</i>		<i>336.95</i>
	<i>FOOD SERVICE</i>		<i>124.48</i>
	<i>FOOD SERVICE</i>		<i>31.25</i>
	<i>FOOD SERVICE</i>		<i>34.97</i>
	<i>10 E 2562 4104 01 000 000000</i>		
	<i>10 E 2562 4106 01 000 000000</i>		
	<i>10 E 2562 4900 01 000 000000</i>		
	<i>10 E 2562 4104 01 000 000000</i>		
SYSKO			1,410.91
THE HOME DEPOT PRO	GS CLEANING SUPPLIES/MATERIALS	02/14/2022	898.02
	<i>GS CLEANING SUPPLIES/MATERIALS</i>		<i>898.02</i>
	<i>20 E 2542 4106 01 000 000000</i>		
THE HOME DEPOT PRO	GS CLEANING SUPPLIES/MATERIALS	02/25/2022	36.50
	<i>GS CLEANING SUPPLIES/MATERIALS</i>		<i>36.50</i>
	<i>20 E 2542 4106 01 000 000000</i>		
THE HOME DEPOT PRO	GS CLEANING SUPPLIES/MATERIALS	02/23/2022	169.20
	<i>GS CLEANING SUPPLIES/MATERIALS</i>		<i>169.20</i>
	<i>20 E 2542 4106 01 000 000000</i>		
THE HOME DEPOT PRO	HS CLEANING SUPPLIES/MATERIALS	02/23/2022	48.00
	<i>HS CLEANING SUPPLIES/MATERIALS</i>		<i>48.00</i>
	<i>20 E 2542 4107 01 000 000000</i>		
THE HOME DEPOT PRO			1,151.72
VILLAGE OF BRIMFIELD	HS WATER/SEWER MONTHLY	03/01/2022	280.45
	<i>HS WATER/SEWER MONTHLY</i>		<i>280.45</i>

Invoice Listing

BRIMFIELD CUSD 309

Full Name	Description	Invoice Date	Net Amount
	<i>20 E 2542 3702 01 000 000000</i>		
VILLAGE OF BRIMFIELD	GS WATER/SEWER MONTHLY	03/01/2022	348.13
	<i>GS WATER/SEWER MONTHLY</i>		348.13
	<i>20 E 2542 3701 01 000 000000</i>		
VILLAGE OF BRIMFIELD			628.58
WINDSTREAM	LONG DISTANCE PHONE SERVICE	03/08/2022	17.98
	<i>LONG DISTANCE PHONE SERVICE</i>		17.98
	<i>20 E 2542 3406 01 000 000000</i>		
WINDSTREAM			17.98
Total Number of Batch Invoices:		40	\$64,171.69
Total Number of Open Invoices:		0	\$0.00
Total Number of History Invoices:		0	\$0.00
Total Number of Update in Progress Batch Invoices:		0	\$0.00
Total Number of Update in Progress Batch Reversal Invoices:		0	\$0.00
Total Number of Reversal History Invoices:		0	\$0.00
Total Number of Deleted History Invoices:		0	\$0.00
Total Number of Batch Reversal Invoices:		0	\$0.00
Total Invoices:		40	64,171.69

POSITION STATEMENT

FEBRUARY 2022	ED	OBM	B&I	TSP	IMRF	SOC SEC	CAP PROJ	W/C	TORT	F/P	TOTALS
HARRIS BANK											
PREV BALANCE	2,669,302.67	444,958.21	1,661,313.30	349,443.14	49,538.87	30,246.19	472,154.44	198,058.82	267,755.33	248,845.43	6,391,616.40
LEVY - SP. ED											
LEVY - LEASE											
LEVY											0.00
REVENUES	242,668.08	4,502.15	12.31	2.59	0.37	0.22	22,216.56	1.47	1.98	1.84	269,407.57
CDs MATURED											0.00
TOTAL REVENUE	242,668.08	4,502.15	12.31	2.59	0.37	0.22	22,216.56	1.47	1.98	1.84	269,407.57
EXPENSES	564,738.28	52,946.73	1,039,575.00	56,341.40	7,009.81	9,826.77	0.00	0.00	0.00	0.00	1,730,437.99
CD'S PURCHASED											0.00
TOTAL EXPENSES	564,738.28	52,946.73	1,039,575.00	56,341.40	7,009.81	9,826.77	0.00	0.00	0.00	0.00	1,730,437.99
HARRIS BANK BAL	2,347,232.47	396,513.63	621,750.61	293,104.33	42,529.43	20,419.64	494,371.00	198,060.29	267,757.31	248,847.27	4,930,585.98
INVESTED	550,400.00	0.00	249,500.00	246,100.00	35,900.00	35,000.00	0.00	320,700.00	246,000.00	0.00	1,683,600.00
IMPREST FUNDS	5,500.00										
F&M BK BAL	143,911.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	143,911.42
F&M BK BAL-CAFÉ	70,676.79	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	70,676.79
FUND BALANCE	3,117,720.68	396,513.63	871,250.61	539,204.33	78,429.43	55,419.64	494,371.00	518,760.29	513,757.31	248,847.27	6,834,274.19

TREASURER'S REPORT

TREASURER'S REPORT			
FEBRUARY 2022	HARRIS BANK	F&M BANK	F&M BANK-CAFÉ
BEGINNING BALANCE	6,463,359.68	123,530.46	62,969.14
O/S EXPENSES - JAN	-71,823.28	-460.00	-233.35
VOIDED CHECK	80.00		
BEG. ACCT. BALANCE	6,391,616.40	123,070.46	62,735.79
REVENUES	164,683.43	21,114.00	7,952.67
ADJUSTMENTS	104,676.78		
INTEREST	47.36	1.96	1.53
TOTAL REVENUE	269,407.57	21,115.96	7,954.20
EXPENSES	1,608,696.89	675.00	96.65
O/S EXPENSES - JAN	-71,823.28	-460.00	-233.35
VOIDED CHECK	80.00		
O/S EXPENSES - FEB	88,807.60	60.00	149.90
ADJUSTMENTS	104,676.78		
TOTAL EXPENSES	1,730,437.99	275.00	13.20
END ACCT. BAL.	5,019,393.58	143,971.42	70,826.69
O/S EXPENSES - FEB	-88,807.60	-60.00	-149.90
CASH BALANCE	4,930,585.98	143,911.42	70,676.79

1:17 PM

03/02/22

Brimfield Activity Accounts
Reconciliation Summary
checking, Period Ending 02/28/2022

	Feb 28, 22
Beginning Balance	86,305.07
Cleared Transactions	
Checks and Payments - 18 items	-11,684.55
Deposits and Credits - 17 items	6,996.11
Total Cleared Transactions	-4,688.44
Cleared Balance	<u>81,616.63</u>
Uncleared Transactions	
Checks and Payments - 6 items	-306.75
Total Uncleared Transactions	-306.75
Register Balance as of 02/28/2022	<u>81,309.88</u>
Ending Balance	81,309.88

Brimfield Activity Accounts
Reconciliation Detail
 checking, Period Ending 02/28/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						86,305.07
Cleared Transactions						
Checks and Payments - 18 items						
Check	10/29/2021	14894	Kelsey Hostert	X	-100.40	-100.40
Check	01/05/2022	14922	Blue Freedom Farm...	X	-4,995.00	-5,095.40
Check	01/05/2022	14925	GO-VANGOGH'S T...	X	-1,440.60	-6,536.00
Check	01/05/2022	14920	Scott Zehr	X	-32.16	-6,568.16
Check	01/18/2022	14934	Illinois Association ...	X	-450.00	-7,018.16
Check	01/18/2022	14929	Tifanie Zehr	X	-436.58	-7,454.74
Check	01/18/2022	14930	Aleah Zehr	X	-421.59	-7,876.33
Check	01/18/2022	14935	Scott Zehr	X	-173.07	-8,049.40
Check	01/25/2022	14939	Zack Binder	X	-500.00	-8,549.40
Check	01/25/2022	14940	BSN Sports	X	-374.39	-8,923.79
Check	01/25/2022	14941	Collins Sports Medi...	X	-235.00	-9,158.79
Check	01/25/2022	14938	Andersons	X	-94.93	-9,253.72
Check	01/26/2022	14942	Kidder Music	X	-1,215.00	-10,468.72
Check	01/26/2022	14943	Kurt Juerjens	X	-292.65	-10,761.37
Check	01/31/2022	14945	Billy Robison	X	-28.64	-10,790.01
Check	02/08/2022	14946	Breedlove Sporting ...	X	-418.50	-11,208.51
Check	02/14/2022	14948	Prairie State Ironwo...	X	-300.00	-11,508.51
Check	02/14/2022	14947	Robert Bernales	X	-176.04	-11,684.55
Total Checks and Payments					-11,684.55	-11,684.55
Deposits and Credits - 17 items						
Deposit	02/16/2022			X	65.00	65.00
Deposit	02/16/2022			X	65.00	130.00
Deposit	02/16/2022			X	100.00	230.00
Deposit	02/16/2022			X	130.00	360.00
Deposit	02/16/2022			X	300.00	660.00
Deposit	02/16/2022			X	360.00	1,020.00
Deposit	02/16/2022			X	464.12	1,484.12
Deposit	02/16/2022			X	750.00	2,234.12
Deposit	02/18/2022			X	2,900.00	5,134.12
Deposit	02/25/2022			X	239.00	5,373.12
Deposit	02/25/2022			X	260.00	5,633.12
Deposit	02/25/2022			X	500.00	6,133.12
Deposit	02/28/2022			X	1.85	6,134.97
Deposit	02/28/2022			X	2.04	6,137.01
Deposit	02/28/2022			X	34.10	6,171.11
Deposit	02/28/2022			X	150.00	6,321.11
Deposit	02/28/2022			X	675.00	6,996.11
Total Deposits and Credits					6,996.11	6,996.11
Total Cleared Transactions					-4,688.44	-4,688.44
Cleared Balance					-4,688.44	81,616.63
Uncleared Transactions						
Checks and Payments - 6 items						
General Journal	07/01/2016	09			-8.38	-8.38
Check	03/11/2020	14623	Debbie Lowman		-50.00	-58.38
Check	03/11/2020	14618	Marissa Bonomo		-50.00	-108.38
Check	02/26/2021	14752	Tony Cosimini		-15.00	-123.38
Check	01/18/2022	14931	caleb Schlipf		-113.50	-236.88
Check	01/27/2022	14944	Dylan Sparks		-69.87	-306.75
Total Checks and Payments					-306.75	-306.75
Total Uncleared Transactions					-306.75	-306.75
Register Balance as of 02/28/2022					-4,995.19	81,309.88
Ending Balance					-4,995.19	81,309.88

Brimfield Grade School Custom Transaction Detail Report February 2022

Type	Date	Num	Name	Memo	Account	Class	Amount	Balance
Activity Fund								
AD Incidental								
Deposit	02/16/2022			Deposit	AD Incidental		520.00	520.00
Check	02/16/2022	3096	West Creek Creat...	AD Incidental - in...	AD Incidental		-506.00	14.00
Total AD Incidental							14.00	14.00
Athletic Department Concessions								
Deposit	02/07/2022			Deposit	Athletic Depart...		3,050.00	3,050.00
Check	02/07/2022	3092	Kool Snacks Sup...	AD Concessions:...	Athletic Depart...		-351.12	2,698.88
Check	02/07/2022	3093	Pepsi Cola	AD Concessions:...	Athletic Depart...		-351.01	2,347.87
Check	02/15/2022	3094	F & M Bank	AD Concessions ...	Athletic Depart...		-1,025.21	1,322.66
Check	02/28/2022	3098	Pepsi Cola	AD Concessions:...	Athletic Depart...		-287.19	1,035.47
Total Athletic Department Concessions							1,035.47	1,035.47
Motivational Fund								
Check	02/15/2022	3095	Julie Albritton	motivation - reim...	Motivational Fund		-19.08	-19.08
Deposit	02/16/2022			Deposit	Motivational Fund		105.95	86.87
Total Motivational Fund							86.87	86.87
Yearbook								
Check	02/25/2022	3097	Kevin Faulkner	Yearbook - reimb...	Yearbook		-321.99	-321.99
Total Yearbook							-321.99	-321.99
Total Activity Fund							814.35	814.35
Deposit								
Deposit	02/07/2022		Deposit	dep#1201 Athleti...	Deposit	athletic ...	-3,050.00	-3,050.00
Deposit	02/16/2022		Deposit	dep#1202 AD Inc...	Deposit	AD Incid...	-520.00	-3,570.00
Deposit	02/16/2022		Deposit	dep#1203 motiva...	Deposit	Motivation	-105.95	-3,675.95
Total Deposit							-3,675.95	-3,675.95
Expense Account								
Check	02/07/2022	3092	Kool Snacks Sup...	AD Concessions:...	Expense Account	athletic ...	351.12	351.12
Check	02/07/2022	3093	Pepsi Cola	AD Concessions:...	Expense Account	athletic ...	351.01	702.13
Check	02/15/2022	3094	F & M Bank	AD Concessions ...	Expense Account	athletic ...	1,025.21	1,727.34
Check	02/15/2022	3095	Julie Albritton	motivation - reim...	Expense Account	Motivation	19.08	1,746.42
Check	02/16/2022	3096	West Creek Creat...	AD Incidental - in...	Expense Account	AD Incid...	506.00	2,252.42
Check	02/25/2022	3097	Kevin Faulkner	Yearbook - reimb...	Expense Account	Yearbook	321.99	2,574.41
Check	02/28/2022	3098	Pepsi Cola	AD Concessions:...	Expense Account	athletic ...	287.19	2,861.60
Total Expense Account							2,861.60	2,861.60
TOTAL							0.00	0.00

Brimfield Grade School Balance Sheet Detail As of February 28, 2022

Type	Date	Num	Name	Amount	Balance
ASSETS					-592,262.70
Current Assets					-592,262.70
Checking/Savings					-592,262.70
Activity Fund					22,422.83
AD Incidental					339.07
Deposit	09/23/2021			310.00	649.07
Check	09/23/2021	3062	Chaddix Junior High	-201.00	448.07
Deposit	10/25/2021			492.00	940.07
Check	10/25/2021	3069	West Creek Creatio...	-488.00	452.07
Deposit	11/29/2021			700.00	1,152.07
Deposit	01/12/2022			70.00	1,222.07
Deposit	02/16/2022			520.00	1,742.07
Check	02/16/2022	3096	West Creek Creatio...	-506.00	1,236.07
Total AD Incidental				897.00	1,236.07
Athletic Department Concessions					358.52
Deposit	09/01/2021			800.00	1,158.52
Check	09/01/2021	3053	Michele Cox	-147.44	1,011.08
Check	09/02/2021	3054	Sam's Club	-396.84	614.24
Check	09/09/2021	3057	Pepsi Cola	-179.04	435.20
Check	09/22/2021	3059	Pepsi Cola	-95.73	339.47
Check	09/22/2021	3060	Pepsi Cola	-223.37	116.10
Deposit	09/22/2021			1,100.00	1,216.10
Check	09/22/2021	3061	F & M Bank	-101.05	1,115.05
Check	09/30/2021	3063	Sam's Club	-500.42	614.63
Check	10/20/2021	3067	F & M Bank	-32.04	582.59
Deposit	10/25/2021			700.00	1,282.59
Check	10/25/2021	3068	F & M Bank	-287.45	995.14
Check	11/02/2021	3070	Sams Club	-107.94	887.20
Check	11/09/2021	3071	F & M Bank	-291.79	595.41
Deposit	11/16/2021			1,000.00	1,595.41
Check	11/16/2021	3074	Kool Snacks Super ...	-300.96	1,294.45
Check	11/16/2021	3075	Pepsi Cola	-287.19	1,007.26
Check	11/29/2021	3076	West Creek Creatio...	0.00	1,007.26
General Journal	11/29/2021	47	West Creek Creatio...	-718.00	289.26
General Journal	11/29/2021	47R	West Creek Creatio...	718.00	1,007.26
Check	11/29/2021	3077	West Creek Creatio...	-718.00	289.26
Check	12/07/2021	3078	Pepsi Cola	-287.19	2.07
Deposit	01/04/2022			1,500.00	1,502.07
Check	01/04/2022	3081	F & M Bank	-477.65	1,024.42
Check	01/04/2022	3082	Pepsi Cola	-255.28	769.14
Check	01/04/2022	3083	Pepsi Cola	-255.28	513.86
Check	01/04/2022	3085	Kool Snacks Super ...	-300.96	212.90
Deposit	01/21/2022			2,000.00	2,212.90
Check	01/21/2022	3087	Kool Snacks Super ...	-527.22	1,685.68
Check	01/21/2022	3088	Pepsi Cola	-223.37	1,462.31
Check	01/21/2022	3089	F & M Bank	-527.54	934.77
Deposit	02/07/2022			3,050.00	3,984.77
Check	02/07/2022	3092	Kool Snacks Super ...	-351.12	3,633.65
Check	02/07/2022	3093	Pepsi Cola	-351.01	3,282.64
Check	02/15/2022	3094	F & M Bank	-1,025.21	2,257.43
Check	02/28/2022	3098	Pepsi Cola	-287.19	1,970.24
Total Athletic Department Concessions				1,611.72	1,970.24
Biddy Soccer					73.17
Total Biddy Soccer					73.17
Cheerleading					884.26
Check	01/21/2022	3086	MK Snapshots	-20.00	864.26
Total Cheerleading				-20.00	864.26
Cross Country					1.99
Deposit	09/23/2021			996.00	997.99
Check	10/05/2021	3065	Camille's of Canton	-832.95	165.04
Check	11/09/2021	3072	Breedlove's Sportin...	-100.00	65.04
Total Cross Country				63.05	65.04

Brimfield Grade School Balance Sheet Detail As of February 28, 2022

Type	Date	Num	Name	Amount	Balance
Girls Jr. High Basketball					460.98
Total Girls Jr. High Basketball					460.98
Library Fund					1,819.79
Deposit	10/18/2021			4,458.88	6,278.67
Check	10/20/2021	3066	Follett School Soluti...	-4,451.66	1,827.01
Total Library Fund					7.22
Motivational Fund					3,113.41
Deposit	07/31/2021			0.77	3,114.18
Deposit	08/31/2021			0.65	3,114.83
Deposit	09/01/2021			103.48	3,218.31
Deposit	09/30/2021			0.59	3,218.90
Check	10/05/2021	3064	Sam's Club	-10.12	3,208.78
Deposit	10/20/2021			146.50	3,355.28
Deposit	10/25/2021			103.91	3,459.19
Deposit	10/29/2021			0.64	3,459.83
General Journal	11/01/2021	44R	Jamie Doering	12.00	3,471.83
General Journal	11/01/2021	45R	Samantha Tyler	12.00	3,483.83
General Journal	11/01/2021	46R	Katie Schmitt	6.00	3,489.83
Deposit	12/01/2021			0.51	3,490.34
Check	12/15/2021	3080	Julie Albritton	-83.98	3,406.36
Deposit	12/31/2021			0.49	3,406.85
Deposit	12/31/2021			1,000.00	4,406.85
Check	01/04/2022	3084	Julie Albritton	-110.16	4,296.69
Deposit	01/31/2022			0.52	4,297.21
Check	02/15/2022	3095	Julie Albritton	-19.08	4,278.13
Deposit	02/16/2022			105.95	4,384.08
Total Motivational Fund					1,270.67
One Classroom at a Time - Savag					645.63
Total One Classroom at a Time - Savag					645.63
One Classroom at a Time - Sneer					89.83
Total One Classroom at a Time - Sneer					89.83
Physical Education					0.48
Total Physical Education					0.48
Relief Fund					1,313.27
Deposit	12/01/2021			500.00	1,813.27
Deposit	12/09/2021			1,700.00	3,513.27
Check	12/13/2021	3079	Lonna Sumner	-1,300.00	2,213.27
Check	01/26/2022	3090	Erin Bartlett	-40.40	2,172.87
Check	01/26/2022	3091	Julie Albritton	-55.31	2,117.56
Total Relief Fund					804.29
Scholastic Bowl					16.05
Total Scholastic Bowl					16.05
School Nurse					151.48
Total School Nurse					151.48
Science-Jr. High					300.00
Check	09/02/2021	3056	Kevin Faulkner	-179.99	120.01
Total Science-Jr. High					-179.99
Science Camp-Elementary					3,372.53
Total Science Camp-Elementary					3,372.53
Sensory Room					328.17
Deposit	09/09/2021			40.00	368.17
Check	09/09/2021	3058	Sarah Moon	-179.60	188.57
Total Sensory Room					-139.60
Softball					300.09
Total Softball					300.09

Brimfield Grade School Balance Sheet Detail As of February 28, 2022

Type	Date	Num	Name	Amount	Balance
Speech					44.40
Total Speech					44.40
Student Council					241.50
Total Student Council					241.50
Volleyball					93.97
Total Volleyball					93.97
Yearbook					8,417.19
Check	09/02/2021	3055	Kevin Faulkner	-56.45	8,360.74
Deposit	09/22/2021			345.00	8,705.74
Check	11/10/2021	3073	Balfour Yearbooks	-6,061.39	2,644.35
Check	02/25/2022	3097	Kevin Faulkner	-321.99	2,322.36
Total Yearbook				-6,094.83	2,322.36
Activity Fund - Other					57.05
Total Activity Fund - Other					57.05
Total Activity Fund				-1,780.47	20,642.36
Deposit					-614,685.53
Deposit	07/31/2021		Deposit	-0.77	-614,686.30
Deposit	08/31/2021		Deposit	-0.65	-614,686.95
Deposit	09/01/2021		Deposit	-103.48	-614,790.43
Deposit	09/01/2021		Deposit	-800.00	-615,590.43
Deposit	09/09/2021		Deposit	-40.00	-615,630.43
Deposit	09/22/2021		Deposit	-1,100.00	-616,730.43
Deposit	09/22/2021		Deposit	-345.00	-617,075.43
Deposit	09/23/2021		Deposit	-996.00	-618,071.43
Deposit	09/23/2021		Deposit	-310.00	-618,381.43
Deposit	09/30/2021		Deposit	-0.59	-618,382.02
Deposit	10/18/2021		Deposit	-4,458.88	-622,840.90
Deposit	10/20/2021		Deposit	-146.50	-622,987.40
Deposit	10/25/2021		Deposit	-700.00	-623,687.40
Deposit	10/25/2021		Deposit	-492.00	-624,179.40
Deposit	10/25/2021		Deposit	-103.91	-624,283.31
Deposit	10/29/2021		Deposit	-0.64	-624,283.95
Deposit	11/16/2021		Deposit	-1,000.00	-625,283.95
Deposit	11/29/2021		Deposit	-700.00	-625,983.95
Deposit	12/01/2021		Deposit	-500.00	-626,483.95
Deposit	12/01/2021		Deposit	-0.51	-626,484.46
Deposit	12/09/2021		Deposit	-1,700.00	-628,184.46
Deposit	12/31/2021		Deposit	-0.49	-628,184.95
Deposit	12/31/2021		Deposit	-1,000.00	-629,184.95
Deposit	01/04/2022		Deposit	-1,500.00	-630,684.95
Deposit	01/12/2022		Deposit	-70.00	-630,754.95
Deposit	01/21/2022		Deposit	-2,000.00	-632,754.95
Deposit	01/31/2022		Deposit	-0.52	-632,755.47
Deposit	02/07/2022		Deposit	-3,050.00	-635,805.47
Deposit	02/16/2022		Deposit	-520.00	-636,325.47
Deposit	02/16/2022		Deposit	-105.95	-636,431.42
Total Deposit				-21,745.89	-636,431.42
Total Checking/Savings				-23,526.36	-615,789.06
Total Current Assets				-23,526.36	-615,789.06
TOTAL ASSETS				-23,526.36	-615,789.06
LIABILITIES & EQUITY					-592,262.70
Equity					-592,262.70
Opening Bal Equity					7,947.14
Total Opening Bal Equity					7,947.14

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Accrual Basis

Brimfield Grade School
Balance Sheet Detail
As of February 28, 2022

Type	Date	Num	Name	Amount	Balance
Retained Earnings					-600,209.84
Closing Entry	12/31/2021			-17,871.59	-618,081.43
Total Retained Earnings				-17,871.59	-618,081.43
Net Income					0.00
Total Net Income				-5,654.77	-5,654.77
Total Equity				-23,526.36	-615,789.06
TOTAL LIABILITIES & EQUITY				-23,526.36	-615,789.06