

**RATIFY AN AGREEMENT WITH CHALK, LLC  
FOR CONSULTING SERVICES AND APPROVE PARTIAL PAYMENT**

**THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:**

Ratify an agreement with CHALK, LLC to provide services to the Office of Specialized Services related to the Board's Least Restrictive Environment ("LRE") Monitored Programs and Instruction at a cost not to exceed \$156,000.00, \$24,000.00 of which has been paid under Purchase Order #1411877. Because Consultant's services are critical to the successful operation of the LRE and Instruction, services were obtained without prior Board approval. Consultant was selected on a competitive basis pursuant to Board Rule 5-4.1. A written agreement is currently being negotiated. No additional payment shall be made to Consultant prior to the execution of the written agreement. The authority granted herein shall automatically rescind in the event a written agreement is not executed within 90 days of the date of this Board Report. Information pertinent to this agreement is stated below.

**CONSULTANT:** CHALK, LLC  
2647 W. Wilson Avenue  
Chicago, Illinois 60625  
Contact: Maria Condu  
312/213-2099  
Vendor # 96657

**USER:** Office of Specialized Services  
125 S. Clark Street, 8<sup>th</sup> Floor  
Chicago, Illinois 60603  
Contact: Renee Grant-Mitchell, Ed.D.  
773/553-1800

**TERM:** The term of this agreement will commence July 16, 2007 and shall end on June 30, 2008. This agreement shall have 2 (two) options to renew for periods of 12 (twelve) months each. The cost of each option period shall be negotiated prior to the start of such option period.

**EARLY TERMINATION RIGHT:** The Board shall have the right to terminate this agreement with 30 days written notice.

**SCOPE OF SERVICES:** Consultant will provide expert consultation and support to the Office of Specialized Services LRE Monitored Programs and Instruction. Consultant will complete specific LRE Program projects and other educational projects as requested by the Office of Specialized Services. These projects include the management of LRE Consultants, providing quality LRE instruction and training, and identifying LRE model school programs. In addition, Consultant will create four instructional training modules to support students in the least restrictive environment and will develop monthly management tools that will document and summarize the daily activities and the provisioning of Individualized Education Program ("IEP") services provided by approximately 130 itinerant teachers.

**DELIVERABLES:** Consultant will develop and complete the following:

1. Monthly Summary of Activities detailing amount of time spent and description of activity
2. LRE Consultant spreadsheets, organization of LRE materials, LRE Consultant rubric to classify materials
3. An LRE Instruction Handbook
4. Four instruction modules including PowerPoints, speaking points and handouts
5. Monthly Itinerant Report Database
6. Model Schools spreadsheet

**OUTCOMES:** Services provided by Consultant will result in the following:

1. Quality instruction for students in the LRE.
2. More effective use of LRE Consultants by schools and administrators
3. Providing the Office of Specialized Services with itinerant teacher daily activity/IEP services data collection to help evaluate the Program
4. Identifying model LRE programs in schools based on specific criteria
5. Building LRE Program capacity and consistency among CPS staff

**COMPENSATION:** Consultant shall be paid an hourly rate not to exceed \$70.00 per hour for a total sum not to exceed \$156,000.00. This sum includes the \$24,000.00 that was previously paid to Consultant.

**REIMBURSABLE EXPENSES:** None.

**AUTHORIZATION:** Authorize the General Counsel to include other relevant terms and conditions in the written agreement. Authorize the President and Secretary to execute the agreement. Authorize the Chief Specialized Service Officer to execute all ancillary documents required to administer or effectuate this agreement.

**AFFIRMATIVE ACTION:** This contract is in partial compliance with the goals required by the Remedial Program for Minority and Women Owned Business Enterprise Participation in Goods and Services contracts. The Consultant has identified and scheduled the following:

**Total WBE – 100%**

Maria Conduz – 50%	
2647 West Wilson	
Chicago, Illinois 60625	independent consultant

Linda Lara – 50%	
7525 North LeClaire	
Skokie, Illinois 60077	independent consultant

**LSC REVIEW:** Local School Council approval is not applicable to this report.

**FINANCIAL:**

Charge to Office of Specialized Services: \$156,000.00	Fiscal Year: 2008
Budget Classification: 11670-220-54125*-261006-462040	Source of Funds: Grant Funds – Idea B Flow through

\* Budget Classification subject to change in subsequent fiscal years

**GENERAL CONDITIONS:**

Inspector General – Each party to the agreement shall acknowledge that, in accordance with 105 ILCS 5/34-13.1, the Inspector General of the Chicago Board of Education has the authority to conduct certain investigations and that the Inspector General shall have access to all information and personnel necessary to conduct those investigations.

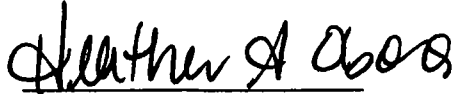
Conflicts – The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their terms of office.

Indebtedness – The Board's Indebtedness Policy adopted June 26, 1996 (96-0626-PO3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Ethics – The Board's Ethics Code adopted June 23, 2004 (04-0623-PO4), as amended from time to time, shall be incorporated into and made a part of the agreement.

Contingent Liability – The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

**Approved for Consideration:**



**Heather A. Obora  
Chief Purchasing Officer**

**Approved:**



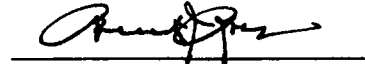
**Arne Duncan  
Chief Executive Officer**

**Within Appropriation:**



**Pedro Martinez  
Chief Financial Officer**

**Approved as to legal form.** 



**Patrick J. Rocks  
General Counsel**