## RATIFY AN AGREEMENT WITH ELAINE HARRISON FOR CONSULTING SERVICES

## THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Ratify an agreement with Elaine Harrison to provide consulting services to Walt Disney Magnet School at a cost not to exceed \$44,725.00. Consultant has received partial payment in the amount of \$24,975.00. These services were obtained without prior Board approval. Consultant was selected on a non-competitive basis because of her skills and artistic expertise. A written agreement for Consultant's services is currently being negotiated. No further payments shall be made to consultant prior to execution of the written agreement. The authority granted herein shall automatically rescind in the event a written document is not executed within 60 days of the date of this Board Report. Information pertinent to this agreement is stated below.

Specification.: 03-250031 CONSULTANT: Elaine Harrison

3950 North Lakeshore Drive #2204

Chicago, Illinois 60613

(773) 248-6213 Vendor # 36316

USER:

Walt Disney Magnet School 4140 North Marine Drive Kathleen Hagstrom/Principal

(773) 534-5840

TERM: The term of this agreement commenced on August 28, 2002 and shall end June 30, 2003.

**SCOPE OF SERVICES:** Consultant will provide artistic services for Walt Disney Magnet School by coordinating its arts integrated programs for grades Prek-8 in Disney's Communication Arts Center.

**DELIVERABLES:** Consultant will meet weekly with the principal to report on the success and/or weakness of the project. Consultant will also provide written reports of each project at the close of its culminating activity.

**OUTCOMES:** Consultant's services shall result in continued use of the Communication Art's Center by each grade level participating in a two-week arts integrated unit each year. In addition, consultant's services shall result in exposure to outside organizations to secure partnerships and financial support for additional activities.

**COMPENSATION:** Consultant shall be paid as follows: monthly payments of \$4,900 not to exceed the sum of \$44,725.00.

**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 Education Officer to execute all ancillary documents required to administer or effectuate this agreement.

**AFFIRMATIVE ACTION:** The vendor for this contract is in full compliance with the goals required by the Revised Remedial Plan for Minority and Women Business Contract participation (M/WBE Plan) because the prime is an independent consultant (100% WBE).

LSC REVIEW: This action was approved by the LSC for Walt Disney Magnet School on December 12, 2002.

FINANCIAL: Charge to Walt Disney School: \$44,725 Fiscal Year: 2003

Budget Classification: 8000-280-432-2240-5410 \$40,000

8000-210-000-8127-5410 \$4,725 Fund: Disney Foundation Grant

210 After School Funds

Consultant has received payments in the amount of \$24,975.00.

Purchase order numbers: 478466, 486722 and 500683

Reg: IM2269318-\$4000.00

IM2275862- \$20000.00 IM2286855- \$975.00

## **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 July 26, 1995 (95-0726-EX3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Ethics - The Board's Ethics Code adopted September 27, 1995 (95-0927-RU3), 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:

**Chief Executive Office** 

Approved for Consideration:

Sean P. Murphy Chief Purchasing Officer

Within Appropriation:

Kenneth C. Gotsch Chief Fiscal Officer

Approved as to legal form:

Marilyn/F. Johnson General Counsel

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