

**RATIFY AN AGREEMENT WITH FRANCES MOSBY ODEN
FOR CONSULTING SERVICES**

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Ratify entering into an agreement with Frances Mosby Oden to provide consulting services to the Chief Education Office for the Williams Multiplex (2710 S. Dearborn) at a cost not to exceed \$80,000. Consultant was selected on a non-competitive basis because of her specialized knowledge of Chicago Public Schools. A written agreement for Consultant's services is currently being negotiated. No payment shall be made to the 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 60 days of the date of this Board Report. Information pertinent to this agreement is stated below.

Specification No.: 03-250233

CONSULTANT: Frances Oden
9401 S. Prairie
Chicago, IL 60619
(773) 785-4664
Vendor #: 20006

USER: Williams Multiplex
2710 S. State Street
Chicago, IL 60616
Contact Person: Hosanna Mahaley
773-553-1378

TERM: The term of this agreement shall commence on September 1, 2003 and end on August 31, 2004. This agreement shall have two options to renew for periods of one year each.

EARLY TERMINATION RIGHT: Either party shall have the right to terminate this agreement with a minimum of 90 days notice.

SCOPE OF SERVICES:

The Consultant will provide services for the Williams Multiplex. The Consultant will mentor and advise the principals of the Williams Multiplex schools. The Consultant will inform the Chief Education Officer of the Williams Multiplex progress. Additionally, she will conduct monthly meetings with the school principals housed in the Williams Multiplex. These services include:

- Serve as the primary point of contact for the Williams Multiplex to Dr. Barbara Eason-Watkins, Chief Education Officer.
- Serve as an advisor/mentor to principals, assistant principals and additional administrators in all schools/sections within the Williams Multiplex.
- Establish and lead a steering committee comprised of representatives from each school's staff.
- Attend regular meetings with all schools in addition to individual school leaders.
- Mediate disputes between principals and other school personnel.
- Assist Williams Preparatory Academy Assistant Principal with curriculum and program development, implementation and alignment.
- Manage Williams Preparatory Academy, by working directly with Assistant Principal.
- Supervise shared personnel staff, including but not limited to, pupil support staff (counselor, social worker, nurse, etc.), maintenance, food service, and external partnerships involved in after school and community based partnerships.
- Manage budgets for operations, food service, specialized services and shared facilities and materials.
- Coordinate and manage shared space in Williams Multiplex with schools and external partnership programs.
- Establish relationships with community and public as a liaison.

- Developing steady communication between the school central office, and governing structure.
- Establishing structures to communicate with shared staff (i.e: Engineer, Food Service, Pupil Support)
- Coordinating after school and community-school based programs and initiatives.

DELIVERABLES:

The Consultant will provide the following deliverables:

- Submit detailed school-wide plans for after school/community school programs, parental involvement and school governance.
- Submit semi-annual reports on the progress of each school housed at the Multiplex with recommendations for improvement.

OUTCOMES: Consultant services will result in the cohesiveness of the four schools housed in the Williams Multiplex, which will result in increased academic performance.

COMPENSATION: Consultant shall be paid as follows: \$300 per day not to exceed the sum of \$80,000 per year.

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 Education Office, Chief of Staff to execute all ancillary documents required to administer or effectuate this agreement.

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

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

FINANCIAL: Charge to Chief Education Office: \$80,000 Fiscal Year: 2004-05
Budget Classification: 0950-210-000-2072-5410 Source of Funds: 210

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.

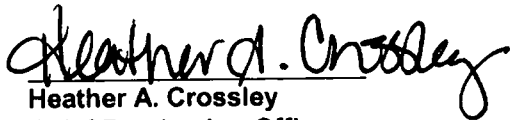
Conflicts – The agreement shall not be legally binding on the Board if entered into in violation of The provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their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

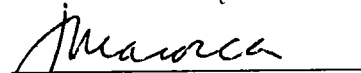
Approved for Consideration



Heather A. Crossley
Chief Purchasing Officer

Approved


Arne Duncan
Chief Executive Officer 

Within Appropriation:


John Maiorca
Chief Financial Officer

Approved as to legal form: 


Ruth Moscovitch
General Counsel