

FY' 18



Performance Fact, Inc.
333 HEGENBERGER RD
SUITE 204
OAKLAND, CA 94621
(510)568-7944
contact@performancefact.com
www.performancefact.com

INVOICE

BILL TO

Oak Park Elementary School
District 97
260 Madison Street
Oak Park, IL 60302

INVOICE # 1272

DATE 10/17/2017

DUE DATE 10/17/2017

TERMS Due on receipt

ACTIVITY

AMOUNT

Professional Services

4,300.00

Creating two documents for D97 vision Plan 2017 -2022 (4-pager document and 16-pager document)

BALANCE DUE

\$4,300.00



PERFORMANCE *fact*, INC.

Building leadership for courageous and accountable action in public education

Scope of Professional Services
OAK PARK ELEMENTARY SCHOOL DISTRICT 97 (Oak Park, IL)
2017-2018 School Improvement Planning

BACKGROUND

This proposal outlines consulting, facilitation and professional development support that Performance Fact will provide to **Oak Park Elementary School District 97** (Oak Park, Illinois) in connection with the district's school improvement planning efforts. The proposed scope of services covers the period mid-July to early-August 2017. Preparation for and facilitation of a leadership retreat on August 8, 2017 is the central event toward which this Scope of Work is directed.

The Project Manager for Performance Fact is Dr. William Conrad (Senior Associate). The Project Manager for Oak Park Elementary School District 97 is Dr. Amy Warke (Chief Academic & Accountability Officer).

PROJECT DELIVERABLES & PROFESSIONAL FEES

Pre-August 8 Activities <ul style="list-style-type: none">Planning meeting with D97 leads (Amy Warke & Emily Fenske)Review of background data and other district materialsPreparation of agenda and facilitation materials	No Charge
August 8-related Activities <ul style="list-style-type: none">1-day workshop co-facilitationSelected workshop materials (e.g., "Big Picture" poster)Travel (roundtrip Oakland, CA ↔ Oak Park, IL)LodgingGround transportationMeals	\$5,775.00
Post-August 8 Debrief/Follow-up	No Charge
Less Discount (20%)	(\$1,155)
Total Professional Fees	\$4,620

RESCHEDULING/CANCELLATION POLICY

Rescheduling/Cancellations of Specific Events/Activities per Contract:

- More than 30 days prior to scheduled date: No additional charge
- Less than 30 days before scheduled date: \$500 additional fee payable by Client.

LOGISTICS

The Client or its designee(s) will oversee all logistics related to meetings, workshops and other gatherings associated with this project, including securing meeting location, room set-up and clean-up, A/V equipment, refreshments, etc.

PAYMENT SCHEDULE

Performance Fact will invoice the Client according to the following schedule:

August 2017 | 100% of total professional fees

DISPUTE RESOLUTION

If a dispute arises out of or relates to this Agreement or a breach of this Agreement, and that dispute cannot be settled through negotiation, the parties agree first to try in good faith to settle the dispute by mediation through the Commercial Mediation Rules of the American Arbitration Association, before resorting to arbitration. In the event the dispute is not resolved by mediation, the parties agree to resolve the conflict through arbitration under the rules of the American Arbitration Association.

EQUAL EMPLOYMENT OPPORTUNITY

Performance Fact does not discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, age, disability, or marital status.

OWNERSHIP OF MATERIALS

Performance Fact will be using propriety material during portions of the Contract. Such material shall remain the exclusive property of Performance Fact, and shall not be further disseminated without the express written consent of Performance Fact. In the event written permission is granted, acknowledgement of source for all Performance Fact proprietary materials, tools, processes, etc. is required.

IN WITNESS WHEREOF, the Parties hereto have each caused to be affixed hereto its or his/her hand and seal the day indicated below.

OAK PARK ELEMENTARY SCHOOL DISTRICT 97

PERFORMANCE FACT, INC.

By: _____

By: 
Mutiu O. Fagbayi

Title: _____

Title: President/CEO

Date: _____

Date: July 28, 2017



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INVOICE

BILL TO

Oak Park Elementary School
District 97
Attn: Dr. Amy Warke
260 Madison Street
Oak Park, IL 60302

INVOICE # 1285**DATE** 11/01/2017**DUE DATE** 11/16/2017**TERMS** Net 15**ACTIVITY****AMOUNT****Professional Services**

IMPLEMENTATION OF THE DISTRICT STRATEGIC PLAN & DIFFERENTIATED LEADERSHIP
CAPACITY-BUILDING

8,000.00

[Invoice 1 of 5]

BALANCE DUE**\$8,000.00**



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District 97
Attn: Dr. Amy Warke
260 Madison Street
Oak Park, IL 60302

INVOICE # 1292

DATE 12/01/2017

DUE DATE 12/31/2017

TERMS Net 30

ACTIVITY

AMOUNT

Professional Services

8,000.00

IMPLEMENTATION OF THE DISTRICT STRATEGIC PLAN & DIFFERENTIATED LEADERSHIP
CAPACITY-BUILDING

[Invoice 2 of 5]

BALANCE DUE

\$8,000.00

Submitted to

DEC 21 2017

Business Office

101. M. 46. 221. 0357

Received

DEC 20 2017

Admin. Svcs.



PERFORMANCE fact, INC.

Building leadership for courageous and accountable action in public education

**2017-2018 Scope of Professional Services
Oak Park Elementary District 97**
Oak Park, Illinois
Dr. Carol Kelley (Superintendent)

IMPLEMENTATION OF THE DISTRICT STRATEGIC PLAN & DIFFERENTIATED LEADERSHIP CAPACITY-BUILDING

Submitted by:
Performance Fact, Inc.
Mutiu O. Fagbayi, President/CEO

28 August 2017
revised

Submitted to
DEC 21 2017
Business Office

Received
DEC 20 2017
Admin. Svcs.

INTRODUCTION

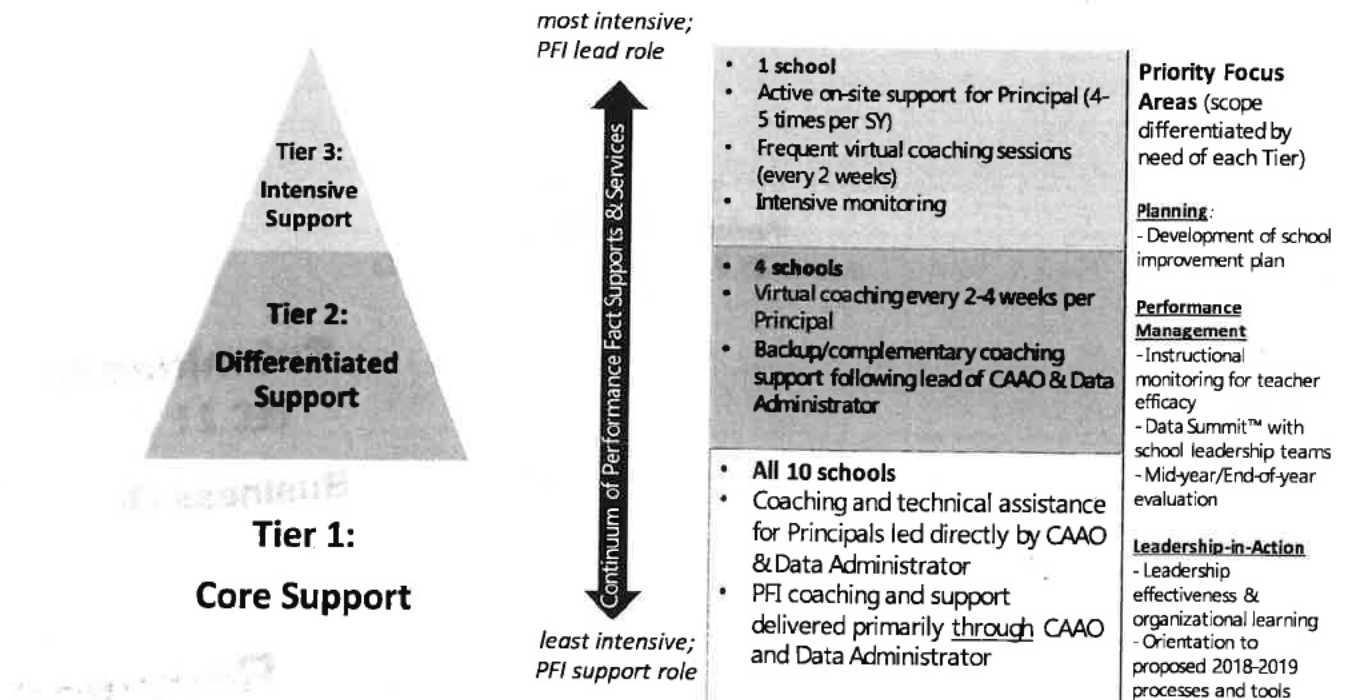
A results-focused plan is the first step towards realizing desired outcomes for student learning and achievement. However, without disciplined implementation, a plan flounders and may not live up to its promise.

This Proposal outlines the professional services that Performance Fact, Inc. ("PFI") will provide to **Oak Park Elementary District 97** ("D97"), in support of Year #1 (2017-2018) implementation of the district's strategic plan.

The proposed 2017-2018 scope seeks to address the successful planning and implementation of the School Improvement Plans using a model of **differentiated capacity-building, coaching and technical assistance** for district-level and school-level leaders. The pyramid model below visualizes this differentiated leadership support.

The Project Manager for D97 is Dr. Amy Warke (Chief Accountability & Academic Officer). Dr. William H Conrad (Senior Associate) is the Project Manager for PFI.

Below is a schematic representation of the 2017-2018 scope of professional services, based on a three-tier (differentiated) approach.



PROFESSIONAL SERVICES CALENDAR

When	Core Support	Differentiated Support	Intensive Support
August	<ul style="list-style-type: none"> • CAAO & Student Data Administrator • Selected Principals, as designated by CAAO • 1 day onsite 	<ul style="list-style-type: none"> • Collaboratively with CAAO & Student Data Administrator • 4 Principals • 20+ hours; virtual 	<ul style="list-style-type: none"> • Tier 3 Principal • CAAO & Student Data Administrator (when appropriate) • 4 hours; virtual
September	N/A	<ul style="list-style-type: none"> • Collaboratively with CAAO & Student Data Administrator • 4 Principals • 3-4 hours; virtual 	<ul style="list-style-type: none"> • Tier 3 Principal • CAAO & Student Data Administrator (when appropriate) • 2-4 hours; virtual
October	<ul style="list-style-type: none"> • CAAO & Student Data Administrator • Selected Principals, as designated by CAAO • 2-4 hours; virtual • 1-2 hours onsite 	<ul style="list-style-type: none"> • Collaboratively with CAAO & Student Data Administrator • 4 Principals • 3-4 hours; virtual 	<ul style="list-style-type: none"> • Tier 3 Principal • CAAO & Student Data Administrator (when appropriate) • 1-2 hours; virtual • 4-6 hours onsite
November	N/A	N/A	<ul style="list-style-type: none"> • Tier 3 Principal • CAAO & Student Data Administrator (when appropriate) • 2-4 hours; virtual
December	N/A	<ul style="list-style-type: none"> • Collaboratively with CAAO & Student Data Administrator • 4 Principals • 3-4 hours; virtual 	<ul style="list-style-type: none"> • Tier 3 Principal • CAAO & Student Data Administrator (when appropriate) • 1-2 hours; virtual
January	<ul style="list-style-type: none"> • CAAO & Student Data Administrator • Selected Principals, as designated by CAAO • 2-4 hours; virtual • 1-2 hours onsite 	N/A	<ul style="list-style-type: none"> • Tier 3 Principal • CAAO & Student Data Administrator (when appropriate) • 2-4 hours; virtual • 4-6 hours onsite
February	N/A	<ul style="list-style-type: none"> • Collaboratively with CAAO & Student Data Administrator • 4 Principals • 3-4 hours; virtual 	<ul style="list-style-type: none"> • Tier 3 Principal • CAAO & Student Data Administrator (when appropriate) • 1-2 hours; virtual
March	N/A	N/A	<ul style="list-style-type: none"> • Tier 3 Principal • CAAO & Student Data Administrator (when appropriate) • 2-4 hours; virtual
April	<ul style="list-style-type: none"> • CAAO & Student Data Administrator • Selected Principals, as designated by CAAO • 2-4 hours; virtual • 1-2 hours onsite 	<ul style="list-style-type: none"> • Collaboratively with CAAO & Student Data Administrator • 4 Principals • 3-4 hours; virtual 	<ul style="list-style-type: none"> • Tier 3 Principal • CAAO & Student Data Administrator (when appropriate) • 1-2 hours; virtual • 4-6 hours onsite
May/ Early June	<ul style="list-style-type: none"> • CAAO & Student Data Administrator • Selected Principals, as designated by CAAO • 2-4 hours; virtual 	<ul style="list-style-type: none"> • Collaboratively with CAAO & Student Data Administrator • 4 Principals • 3-4 hours; virtual 	<ul style="list-style-type: none"> • Tier 3 Principal • CAAO & Student Data Administrator (when appropriate) • 2-4 hours; virtual

FEES FOR PROFESSIONAL SERVICES

Total Professional Fees*	\$46,300.00
Professional Discount	\$6,300.00
TOTAL Professional Fees & Expenses	\$40,000.00

* includes travel, lodging, ground transportation, meals, materials for core participants during onsite visits; does not include access to online Eye on the Goal™ tools. Virtual coaching sessions via GoToMeeting or comparable conferencing medium recommended by Performance Fact; if GoToMeeting, access will be provided by Performance fact at no charge to client.

PAYMENT SCHEDULE

Total Professional Fees: \$40,000

October	20% of total
December	20% of total
February	20% of total
April	20% of total
May	20% of total



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INVOICE

BILL TO

Oak Park Elementary School
District 97
Attn: Dr. Amy Warke
260 Madison Street
Oak Park, IL 60302

INVOICE # 1295**DATE 03/01/2018****DUE DATE 03/31/2018****TERMS Net 30****ACTIVITY****AMOUNT****Professional Services****8,000.00**

IMPLEMENTATION OF THE DISTRICT STRATEGIC PLAN & DIFFERENTIATED LEADERSHIP
CAPACITY-BUILDING

[Invoice 3 of 5]

BALANCE DUE**\$8,000.00**

101.m. 66.221. 0357



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INVOICE

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District 97
Attn: Dr. Amy Warke
260 Madison Street
Oak Park, IL 60302

INVOICE # 1302**DATE 04/16/2018****DUE DATE 05/16/2018****TERMS Net 30****ACTIVITY****AMOUNT****Professional Services****8,000.00**

IMPLEMENTATION OF THE DISTRICT STRATEGIC PLAN & DIFFERENTIATED LEADERSHIP
CAPACITY-BUILDING

[Invoice 4 of 5]

BALANCE DUE**\$8,000.00**

101. M. 66. 221.0357



PERFORMANCE *fact*, INC.

Building leadership for courageous and accountable action in public education

2017-2018 Scope of Professional Services

Oak Park Elementary District 97

Oak Park, Illinois

Dr. Carol Kelley (Superintendent)

IMPLEMENTATION OF THE DISTRICT STRATEGIC PLAN & DIFFERENTIATED LEADERSHIP CAPACITY-BUILDING

Submitted by:

Performance Fact, Inc.

Muti O. Fagbayi, President/CEO

28 August 2017

revised

PROFESSIONAL SERVICES CALENDAR

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INVOICE

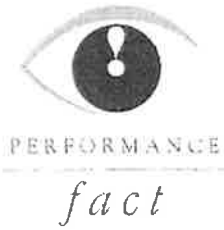
BILL TO

Oak Park Elementary School
District 97
Attn: Accounts Payable
260 Madison Street
Oak Park, IL 60302

INVOICE # 1323**DATE 11/08/2018****DUE DATE 12/08/2018****TERMS Net 30**

ACTIVITY	AMOUNT
Eye on the Goal - Online tool access (licenses)	2,500.00
Eye on the Goal License (@1 license total) - please see signed contract for details	

BALANCE DUE**\$2,500.00**



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INVOICE

BILL TO

Oak Park Elementary School
District 97
ATTN: Accounts Payable
260 Madison Street
Oak Park, IL 60302

INVOICE # 1324**DATE 11/08/2018****DUE DATE 11/23/2018****TERMS Net 15****ACTIVITY****AMOUNT****Professional Services****4,153.57**

Disciplined Implementation and Leadership for Results - please see attached contract for details.

[October Invoice]
Invoice 1 of 7

BALANCE DUE**\$4,153.57**



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333 HEGENBERGER RD
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INVOICE

BILL TO

Oak Park Elementary School
District 97
ATTN: Accounts Payable
260 Madison Street
Oak Park, IL 60302

INVOICE # 1325**DATE 11/08/2018****DUE DATE 12/08/2018****TERMS Net 30****ACTIVITY****AMOUNT****Professional Services****4,153.57**

Disciplined Implementation and Leadership for Results - please see attached contract for details.

[November Invoice]
Invoice 2 of 7

BALANCE DUE**\$4,153.57**



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INVOICE

BILL TO

Oak Park Elementary School
District 97
ATTN: Accounts Payable
260 Madison Street
Oak Park, IL 60302

INVOICE # 1326

DATE 12/01/2018

DUE DATE 12/31/2018

TERMS Net 30

ACTIVITY

AMOUNT

Professional Services

4,153.57

Disciplined Implementation and Leadership for Results - please see attached contract for details.

[December Invoice]
Invoice 3 of 7

BALANCE DUE

\$4,153.57



Performance Fact, Inc.
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INVOICE

BILL TO

Oak Park Elementary School
District 97
ATTN: Accounts Payable
260 Madison Street
Oak Park, IL 60302

INVOICE # 1327**DATE 01/01/2019****DUE DATE 01/31/2019****TERMS Net 30****ACTIVITY****AMOUNT****Professional Services****4,153.57**

Disciplined Implementation and Leadership for Results - please see attached contract for details.

[January Invoice]
Invoice 4 of 7

BALANCE DUE**\$4,153.57**



Performance Fact, Inc.
333 HEGENBERGER RD
SUITE 204
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INVOICE

BILL TO

Oak Park Elementary School
District 97
Attn: Dr. Amy Warke
260 Madison Street
Oak Park, IL 60302

INVOICE # 1340**DATE 01/25/2019****DUE DATE 02/24/2019****TERMS Net 30****ACTIVITY****AMOUNT****Professional Services****5,771.00**

School-level Disciplined Implementation and Leadership for Results (Teaching-&-Learning department) - please see attached contract for details

[Invoice 1 of 7] October 2018

BALANCE DUE**\$5,771.00**



Performance Fact, Inc.
333 HEGENBERGER RD
SUITE 204
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INVOICE

BILL TO

Oak Park Elementary School
District 97
Attn: Dr. Amy Warke
260 Madison Street
Oak Park, IL 60302

INVOICE #. 1341**DATE** 01/25/2019**DUE DATE** 02/24/2019**TERMS** Net 30

ACTIVITY

AMOUNT

Professional Services

5,771.00

School-level Disciplined Implementation and Leadership for Results (Teaching-&-Learning department) - please see attached contract for details

[Invoice 2 of 7] November 2018

BALANCE DUE**\$5,771.00**



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INVOICE

BILL TO

Oak Park Elementary School
District 97
Attn: Dr. Amy Warke
260 Madison Street
Oak Park, IL 60302

INVOICE # 1342**DATE 01/25/2019****DUE DATE 02/24/2019****TERMS Net 30**

ACTIVITY**AMOUNT****Professional Services****5,771.00**

School-level Disciplined Implementation and Leadership for Results (Teaching-&-Learning department) - please see attached contract for details

[Invoice 3 of 7] December 2018

BALANCE DUE**\$5,771.00**



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District 97
Attn: Dr. Amy Warke
260 Madison Street
Oak Park, IL 60302

INVOICE # 1343**DATE 01/25/2019****DUE DATE 02/24/2019****TERMS Net 30**

ACTIVITY

AMOUNT

Professional Services

5,771.00

School-level Disciplined Implementation and Leadership for Results (Teaching-&-Learning department) - please see attached contract for details

[Invoice 4 of 7] January 2019

BALANCE DUE**\$5,771.00**



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Invoice

BILL TO

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District 97
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260 Madison Street
Oak Park, IL 60302

INVOICE # 1352**DATE 02/04/2019****DUE DATE 03/06/2019****TERMS Net 30****ACTIVITY****AMOUNT****Professional Services**

Disciplined Implementation and Leadership for Results - please see attached contract for details.
PROFESSIONAL SERVICES - BOE

4,153.57

[February Invoice]
Invoice 5 of 7

BALANCE DUE**\$4,153.57**



Performance Fact, Inc.
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Invoice

BILL TO

Oak Park Elementary School
District 97
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260 Madison Street
Oak Park, IL 60302

INVOICE # 1353**DATE 03/04/2019****DUE DATE 03/29/2019****TERMS Net 30**

ACTIVITY	AMOUNT
Professional Services Disciplined Implementation and Leadership for Results - please see attached contract for details. PROFESSIONAL SERVICES - BOE	4,153.57

[March Invoice]
Invoice 6 of 7

BALANCE DUE**\$4,153.57**

101.M.96.221, 0323



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Invoice

BILL TO

Oak Park Elementary School
District 97
Attn: Dr. Amy Warke
260 Madison Street
Oak Park, IL 60302

INVOICE # 1357

DATE 04/01/2019

DUE DATE 04/30/2019

TERMS Net 30

ACTIVITY

AMOUNT

Professional Services

School-level Disciplined Implementation and Leadership for Results (Teaching-&-Learning department) - please see attached contract for details
PROFESSIONAL SERVICES - T&L

5,771.00

[Invoice 7 of 7] April 2019

FINAL INVOICE

BALANCE DUE

\$5,771.00



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Invoice

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District 97
ATTN: Accounts Payable
260 Madison Street
Oak Park, IL 60302

INVOICE # 1354**DATE 04/01/2019****DUE DATE 04/30/2019****TERMS Net 30****ACTIVITY****AMOUNT****Professional Services**

4,153.57

Disciplined Implementation and Leadership for Results - please see attached contract for details.

PROFESSIONAL SERVICES - BOE

[April Invoice]

Invoice 7 of 7

FINAL INVOICE

BALANCE DUE**\$4,153.57**



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Oak Park, IL 60302

INVOICE # 1424

DATE 06/02/2020

DUE DATE 07/02/2020

TERMS Net 30

DESCRIPTION	QTY	RATE	AMOUNT
Services Superintendent Strategic Leadership: Disciplined Implementation and Leadership for Results Please see attached SOW for additional details.	1	1,644.44	1,644.44

[Invoice 9 of 9]
FINAL INVOICE

BALANCE DUE

\$1,644.44

Note: We currently have mail forwarding setup. Please remit invoice
to the following address:

Attn: Mutiu Fagbayi
4022 Balfour Avenue,
Oakland, CA 94610



Performance Fact, Inc.
333 HEGENBERGER RD
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INVOICE # 1436

DATE 06/02/2020

DUE DATE 07/02/2020

TERMS Net 30

DESCRIPTION	QTY	RATE	AMOUNT
Services Board of Education Strategic Relationship (Leadership for Results) - please see attached Scope of Work for additional details.	1	1,061.11	1,061.11

[Invoice 9 of 9]
FINAL INVOICE

BALANCE DUE

\$1,061.11

Note:: We currently have mail forwarding setup. Please remit invoice to the following address:

Attn: Mutiu Fagbayi
4022 Balfour Avenue,
Oakland, CA 94610



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260 Madison Street
Oak Park, IL 60302

INVOICE # 1448**DATE 11/09/2020****DUE DATE 12/01/2020****TERMS Net 30**

DESCRIPTION	QTY	RATE	AMOUNT
Professional Services	1	13,180.00	13,180.00
Professional Development, Coaching, Resources and Support - please see outline in attached SOW			

Invoice 1 of 5

BALANCE DUE**\$13,180.00**



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INVOICE

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District 97
260 Madison Street
Oak Park, IL 60302

INVOICE # 1453**DATE 01/04/2021****DUE DATE 02/01/2021****TERMS Net 30**

DESCRIPTION	QTY	RATE	AMOUNT
Professional Services	1	13,180.00	13,180.00
Professional Development, Coaching, Resources and Support - please see outline in attached SOW			

Invoice 1 of 5

BALANCE DUE**\$13,180.00**



PERFORMANCE *fact*, INC.

Developing leaders. Transforming Practices. Inspiring Results.

**Agreement between
OAK PARK ELEMENTARY DISTRICT 97 (Oak Park, IL)
and PERFORMANCE FACT, Inc.**

regarding School Improvement Planning, Disciplined Implementation & Leadership for Results

BACKGROUND

This Agreement outlines the scope of professional services that Performance Fact, Inc. will provide to **OAK PARK ELEMENTARY DISTRICT 97** (D97 or "Client"). It has been prepared in order to align Performance Fact and D97 on common purpose and to ensure outcomes that are good and just for all parties.

1. PARTIES

This Agreement is made in September 2020, between D97 and Performance Fact, Inc. The project manager for D97 is Dr. Eboney Lofton, Chief Academic & Accountability Officer. The project manager for Performance Fact, Inc. is Mutiu Fagbayi, President/CEO. This Agreement covers the period from August 2020 to June 2021. It is generally understood that additional individuals designated by the D97 and Performance Fact project managers may play significant roles during certain phases of this project.

2. SCOPE OF WORK

(See Exhibit A, attached)

3. PAYMENT/EXPENSES

The Client will pay Performance Fact a total of **\$65,900** for professional services according to the estimates and scope of work outlined in *Exhibit A*.

The amount will cover fees for professional services and expenses, including, development and compilation of presentation materials and ongoing communication with the Superintendent and the Board (including Board Study Sessions related to the strategic planning exercise).

4. RESCHEDULING/CANCELLATION POLICY

Rescheduling/Cancellations of Specific Events/Activities per Contract:

- More than 30 days prior to scheduled date: No additional charge
- Less than 30 days before scheduled date: \$500 additional fee payable by Client.

5. LOGISTICS

The Client or its designee(s) will oversee all logistics related to meetings, workshops and other gatherings associated with this project, including participants' access to zoom (or equivalent) web conferencing, when applicable.

6. PAYMENT SCHEDULE

Performance Fact will invoice the Client according to the following schedule:

December 1, 2020	\$13,180
January 1, 2021	\$13,180
February 1, 2021	\$13,180
March 1, 2021	\$13,180
April 1, 2021	\$13,180

7. DISPUTE RESOLUTION

If a dispute arises out of or relates to this Agreement or a breach of this Agreement, and that dispute cannot be settled through negotiation, the parties agree first to try in good faith to settle the dispute by mediation through the Commercial Mediation Rules of the American Arbitration Association, before resorting to arbitration.

In the event the dispute is not resolved by mediation, the parties agree to resolve the conflict through arbitration under the rules of the American Arbitration Association.

8. EQUAL EMPLOYMENT OPPORTUNITY

Performance Fact does not discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, age, disability, or marital status.

9. OWNERSHIP OF MATERIALS

Performance Fact will be using proprietary material during portions of the Contract. Such material shall remain the exclusive property of Performance Fact and shall not be further disseminated without the express written consent of Performance Fact. In the event written permission is granted, acknowledgement of source for all Performance Fact proprietary materials, tools, processes, etc. is required.

CONTRACT TERMS ACCEPTED:

PERFORMANCE FACT SIGNATORY

MUTIU O. FAGBAYI

Name



Signature

President/CEO

August 2020

D97 SIGNATORY

Name (Please Print)



Signature

Date



PERFORMANCE *fact*, INC.

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Exhibit A

2020-2021 Scope of Professional Services

Teaching-&-Learning

Oak Park Elementary District 97 (D97)

Oak Park, Illinois

Eboney Lofton, Ed.D.

Chief Academic & Accountability Officer

DISCIPLINED IMPLEMENTATION & LEADERSHIP FOR RESULTS

Submitted by:

Performance Fact, Inc.

Mutiu O. Fagbayi, President/CEO

Focus Areas: by Strands

The proposed 2020-2021 scope of work is organized around four Strands.

1. School Improvement Plan (SIP)	<p>Facilitate development of the 2020-2021 school improvement plan (SIP) for each school, including:</p> <ul style="list-style-type: none"> • Orientation and training for all school Building Leadership Team (BLT) during the <i>Leadership Institute</i> • Coaching and technical assistance for principals to prepare their SIP for parent/community 'reality check' • Design of customized continuous monitoring processes (i.e., CPR Card™, Roadmap, and Vital Signs Scorecard™) • Ongoing support with online Eye on the Goal™ tools and resources
2. Cycles of Inquiry	<p>Support school teams in developing a culture of evidence-based reflective practice, including:</p> <ul style="list-style-type: none"> • Development of standards-based cycle of inquiry plans • Collection and analysis of data about student learning and professional practices • Holding a Data Summit at the end of each inquiry cycle
3. Professional & Leadership Learning	<p>Strengthen individual and organizational leadership capacity through:</p> <ul style="list-style-type: none"> • Differentiated feedback, coaching, and support for principals and BLTs • Facilitation of Ad Leadership meetings • Ongoing consultation with Teacher-&-Learning leadership team
4. Leading with Data	<p>Enhance the use of multiple forms of data to inform decisions and guide professional practices, including:</p> <ul style="list-style-type: none"> ○ 4-Lens™ analysis of student data ○ Instructional Tracker to track effectiveness of classroom instruction ○ CPR Card™ for monitoring milestones outlined in the school improvement plan ○ Vital Signs Scorecard™ to track progress performance data ○ Roadmap process for ensuring disciplined implementation ○ Mid-year and End-of-Year Program review



Performance Fact, Inc.
333 HEGENBERGER RD
SUITE 204
OAKLAND, CA 94621
(510)568-7944
contact@performancefact.com
www.performancefact.com

INVOICE

BILL TO

Oak Park Elementary School
District 97
260 Madison Street
Oak Park, IL 60302

INVOICE # 1458

DATE 02/01/2021

DUE DATE 03/03/2021

TERMS Net 30

DESCRIPTION	QTY	RATE	AMOUNT
Professional Services	1	13,180.00	13,180.00
Professional Development, Coaching, Resources and Support - please see outline in attached SOW			

Invoice 1 of 5

BALANCE DUE

\$13,180.00



PERFORMANCE

fact

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INVOICE

BILL TO

Oak Park Elementary School
District 97
260 Madison Street
Oak Park, IL 60302

INVOICE # 1463

DATE 03/01/2021

DUE DATE 03/31/2021

TERMS Net 30

DESCRIPTION	QTY	RATE	AMOUNT
Professional Services	1	13,180.00	13,180.00
Professional Development, Coaching, Resources and Support - please see outline in attached SOW			

Invoice 1 of 5

BALANCE DUE

\$13,180.00



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INVOICE

BILL TO

Oak Park Elementary School
District 97
260 Madison Street
Oak Park, IL 60302

INVOICE # 1469**DATE 04/01/2021****DUE DATE 05/01/2021****TERMS Net 30**

DESCRIPTION	QTY	RATE	AMOUNT
Professional Services Professional Development, Coaching, Resources and Support - please see outline in attached SOW	1	13,180.00	13,180.00

Invoice 5 of 5

BALANCE DUE**\$13,180.00**