



BOARD OF EDUCATION AGENDA AND BOARD PACKET

***Special Board Meeting of
Thursday, August 3, 2023 at 6:00 p.m.
Peotone High School - Media Center***



AGENDA

**PEOTONE BOARD OF EDUCATION SPECIAL BOARD MEETING
ON THURSDAY, AUGUST 3, 2023 AT 6:00 P.M.
PEOTONE HIGH SCHOOL - MEDIA CENTER**

I. CALL TO ORDER:

II. PLEDGE OF ALLIGENCE:

III. ROLL CALL:

IV. OPPORTUNITY FOR VISITORS TO SPEAK:

V. FOR ACTION:

Report No. 1: Approval of a New PJHS Student Council Sponsor Position and Stipend.....	1
Report No. 2: Approval of (PHS) Student Services Secretary and Registrar Job Description.....	1
Report No. 3: Approval of the Service and Lease Agreement with Proven IT FY24-FY28.....	1

Report No. 4:	Approval of Personnel.....	18
	<i>Certified Employment</i> , PES Kindergarten Teacher, PHS English Teacher, PES Permanent Substitute Teacher, PJHS 7 th Grade Special Education Case Manager, <i>Change in Status</i> ; PJHS 6 th Grade Boys' Basketball Coach, 6 th Grade Girls' Basketball Coach, PES Kindergarten Teacher to PES Second Grade Teacher, PHS Assistant Football Coach, PJHS Student Council Sponsor, Team Leads, PES, PIC, PJHS and PHS, <i>Resignation</i> , PHS Special Education Teacher, PES Permanent Substitute Teacher, PJHS 7 th Grade Special Education Teacher, PHS English Teacher, PHS English Teacher, PHS Science Club Sponsor, <i>Classified Employment</i> , PJHS Night Custodian, PIC Lunchroom/Recess Supervisor, PES Lunchroom/Recess Supervisor, PHS Assistant Soccer Coach, <i>Change in Status</i> , PES Inclusion Paraprofessional to PES 1.1 Paraprofessional, PES 1.1 Paraprofessional hours, PJHS Assistant Softball Coach, <i>Resignation</i> , PHS Assistant Track Coach, PJHS Night Custodian, PHS Assistant Softball Coach, PES SI Program Aide.	

VI. OTHER:
Discussion Item - Baseball and Softball Fields

VII. CLOSED EXECUTIVE SESSION:
For the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel; collective negotiating matters; student disciplinary cases and other matters relating to individual students; pending, probable, or imminent litigation; security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonable potential danger to the safety of employees, students, staff, the public or public property. **THERE MAY BE OR MAY NOT BE ANY ACTION FOLLOWING THE CLOSED EXECUTIVE SESSION.**

VIII. ADJOURNMENT:

REPORT NO. 1:

**FOR ACTION: APPROVAL OF A NEW PJHS STUDENT COUNCIL
SPONSOR POSITION AND STIPEND.**

The Board will need a motion to approve a ***New PJHS Student Council Sponsor Position and Stipend.*** The sponsor will be Deanna Staley and the stipend amount will be \$2,502.36.

MOTION REQUIRED: ROLL CALL VOTE

REPORT NO. 2:

**FOR ACTION: APPROVAL OF (PHS) STUDENT SERVICES SECRETARY
AND REGISTRAR JOB DESCRIPTION.**

The Board will need a motion to approve ***(PHS) Student Services Secretary and Registrar Job Description.***

MOTION REQUIRED: ROLL CALL VOTE.

REPORT NO. 3:

**FOR ACTION: APPROVAL OF THE SERVICE AND LEASE AGREEMENT
WITH PROVEN IT FY24-FY28.**

The Board will need a motion to approve the ***Service and Lease Agreement with Proven IT FY24-FY28.***

MOTION REQUIRED: ROLL CALL VOTE



**Approval of (PHS) Student Services Secretary and
Registrar Job Description.**

JOB TITLE: STUDENT SERVICES SECRETARY AND REGISTRAR

Job Summary: The Student Services Secretary and Registrar play a vital role in supporting the efficient operation of the school's Student Services Department. This position encompasses a wide range of administrative tasks, including managing student records, coordinating appointments, providing clerical support to counselors, and ensuring compliance with educational regulations. The Student Services Secretary and Registrar serve as a point of contact for students, parents, and staff, offering assistance and guidance in navigating the school's services.

Reports to: Guidance Counselor

Qualifications:

- High school diploma or equivalent (Bachelor's degree preferred).
- Previous experience in a school or educational setting is advantageous.
- Strong organizational skills with exceptional attention to detail.
- Proficiency in computer applications, including MS Office suite and student information systems.
- Excellent verbal and written communication skills.
- Ability to maintain confidentiality and handle sensitive information.
- Customer service-oriented with the ability to work effectively with students, parents, and staff.
- Familiarity with educational regulations and compliance standards.
- Ability to multitask, prioritize work, and meet deadlines in a fast-paced environment.

Responsibilities:

1. Student Records Management:

- Maintain accurate and up-to-date student records, including enrollment, transcripts, attendance, and demographic information.
- Ensure confidentiality and security of student records in compliance with relevant privacy laws and policies.

- Coordinate the transfer of student records between schools when necessary.
2. Appointment and Scheduling:
- Schedule appointments and meetings for guidance counselors, ensuring efficient use of their time.
 - Manage the guidance department's calendar, including arranging college visits, testing schedules, and parent-teacher conferences.
 - Notify students, parents, and staff of upcoming appointments and deadlines.
3. Communication and Assistance:
- Serve as the initial point of contact for students, parents, and visitors seeking services, providing friendly and professional assistance.
 - Answer phone calls, respond to emails, and address inquiries, directing them to the appropriate staff members as needed.
 - Provide general information about the school's services, graduation requirements, and college application processes.
4. Data Management and Reporting:
- Compile and maintain statistical data related to student achievement, college acceptance rates, and other relevant metrics.
 - Assist in the preparation and submission of reports to district administrators, state education agencies, and other stakeholders.
 - Generate reports on student enrollment, course registration, and graduation progress.
5. Clerical Support:
- Assist guidance counselors with administrative tasks, such as typing correspondence, preparing documents, and organizing materials for meetings or presentations.
 - Maintain inventory of guidance department supplies, ordering additional items as needed.
 - Coordinate mail distribution and manage incoming/outgoing correspondence.
6. Compliance and Documentation:

- Ensure compliance with state and district regulations regarding student enrollment, graduation requirements, and transcript management.
- Assist in the preparation and administration of standardized tests, maintaining appropriate documentation and records.
- Collaborate with district personnel to ensure accurate reporting and adherence to educational policies and guidelines.

Note: The job description may vary depending on the specific needs and requirements of the school district.

Terms of Employment:

- 200-Day Contract
- Salary to be established per the Collective Bargaining Agreement

***NOTE:** The Board of Education of Peotone Community Unit District#207-U reserves the discretionary powers to change (add or delete) any or all of the components of the aforementioned job description to comply with mandates set by the General Assembly of the State of Illinois, the State of Illinois School Code, and the Illinois State Board of Education and it is the right of said Board of Education through its administrative discretion to update this job description to be in the concurrence with the recognition standards and current educational practices.



**Approval of the Service and Lease Agreement with
Proven IT FY24-FY28**



SERVICE AGREEMENT

Proposal #	Proposal Date	Customer PO #	Delivery Date	Sales Representative
9838	07/13/2023			Phillip Faso

SHIP TO	
Customer #: 7082580991	
PEOTONE COMMUNITY UNIT DIST #207-U	
212 W WILSON	
PEOTONE, IL 60468	
Contact:	
Phone:	
Email:	

BILL TO	
Customer #: 7082580991	
PEOTONE COMMUNITY UNIT DIST #207-U	
212 W WILSON	
PEOTONE, IL 60468	
Contact:	
Phone:	(708) 258-0991
Email:	

Meter Contact:		Email Address:	
Phone:		Meter Collection Method:	

FM Audit Installed on Print Server. Required for Auto-Toner Replenishment

☐ Unlimited Remote Support: \$200 Annually

☐ I Decline Remote Support: \$150/hr Chargeable

Term	Service Payment	Total Payment	Start Date	End Date	Overage Billing Cycle
60 months	Included in Lease	\$8,859.27			annually

Make / Model	Serial #	EQID #	Beginning Meter Reading		Image Allowance		Overages Billed	
			B/W	Color	B/W	Color	B/W	Color
Canon imageRUNNER ADVANCE DX 6860i					250,000	20,000	0.00450	0.04500
Canon imageRUNNER ADVANCE DX 6860i								
Canon imageRUNNER ADVANCE DX C5860i								
Canon imageRUNNER ADVANCE DX C5840i								
Canon imageRUNNER ADVANCE DX C5840i								
Canon imageRUNNER ADVANCE DX C5840i								
Canon imageRUNNER ADVANCE DX C5840i								
Canon imageRUNNER ADVANCE DX C5840i								
Canon imageRUNNER ADVANCE DX C5840i								
Canon imageRUNNER ADVANCE DX 527iF					15000	3,000	0.01000	0.10000
Canon imageRUNNER ADVANCE DX 527iF								

Notes:

Cancel all existing service contracts ; client is retaining 5 units, listed on Addendum A to pull from the A3 volumes

Accepted by ProvenIT		Accepted by Customer	
Authorized Signature	Date	Authorized Signature	Date
Printed Name / Title		Printed Name / Title	

Agreement is not binding until accepted by Proven IT, Tinley Park, IL.
 Leased equipment - Maintenance Agreement will run full term of lease and is non cancellable.

Terms and Conditions

1. **ITEMS INCLUDED:** This Agreement includes the following as applicable: unlimited service calls, parts (as classified by the manufacturers) and consumable supplies (maintenance kits, transfer kits, fuser kits, process kits, developer and imaging drums and toner). Supplies consumption is based off the manufacturer's suggested yields and fill rate. If supplies consumption is excessive, a surcharge may be assessed. Proven IT reserves the right to reset supply items (i.e. fuser and maintenance kits) in lieu of replacement so long as the device functionality and print quality are not affected.
2. **ITEMS EXCLUDED:** This Agreement excludes the following unless otherwise specified:
 - a. Paper and staples.
 - b. Any items damaged by Customer such as, but not limited to, doors, paper trays and covers. Replacement of these items will be charged to the Customer at current Proven IT rates.
 - c. Fax Machines: Thermal heads, process units and fuser units.
 - d. Network Connected Equipment: Network connected equipment will be covered up to the network connection of the Printer/MFP. Service calls caused by computer or network issues will be charged to the Customer at current Proven IT rates.
3. Proven IT reserves the right, at reasonable times during Customer's normal business hours and upon reasonable notice to customer, to inspect all equipment covered under this Agreement to determine that it is in good mechanical condition prior to the effective date on the front of this Agreement. Should the equipment require significant repair or overhaul, such repairs may be chargeable to the Customer at current Proven IT rates. Such repairs will be performed only upon Agreement of both parties.
4. **SERVICE:** Proven IT agrees to provide emergency service and all maintenance on the equipment listed on the attached schedule(s) for the term of the Agreement except as follows:
 - a. Use of supplies, spare parts, or paper that do not meet manufacturer's specifications and cause abnormal service problems.
 - b. Fire, accident, theft or damage to the machine due to repairs or movement by someone other than an authorized Proven IT representative.
 - c. If replacement of consumable items recommended by Proven IT service representatives is not complied with and results in additional service calls, the Customer will be charged at our normal hourly rates. These consumable items are to include, but not limited to toner, developer, drums and supply modules.
 - d. Proven IT shall not be responsible for repairs or maintenance resulting from the use of supplies or parts not obtained from Proven IT. Any repairs resulting from the use of supplies or parts not obtained through Proven IT will be charged to the Customer at current Proven IT rates. For these purposes, the term "supplies" will not include paper, envelopes, labels or other related paper products.
 - e. Proven IT shall not be responsible for delays, inability to provide service calls due to strikes, accidents, act of God or any other event beyond its reasonable control. All Service under this Agreement shall be rendered during normal working hours of 8:00am to 5:00pm Monday through Friday, local time, unless otherwise agreed upon by both parties.
 - f. Proven IT does not guarantee that parts will be available during the term of the Agreement, but in the event a manufacturer discontinues parts or supplies for a specific device, the unused portion of the services under this Agreement can be transferred to a new machine purchased through Proven IT. Should all or some parts become unavailable and no longer are supported by the Original Equipment Manufacturer ("OEM") the products shall be considered "End of Life". In such cases, Proven IT will make all reasonable efforts to honor any respective contract Maintenance Agreement term or as agreed upon service coverage. "End of Life" defined products will not be available under new or renewed Contracted Maintenance Agreements.
5. **EQUIPMENT:** All equipment covered under the Agreement must adhere to the following guidelines:
 - a. Equipment must be located in a normal office setting with sufficient amount space for access, free from excessive dust, humidity, temperature and ammonia or other corrosive fumes.
 - b. Equipment must be operated on an isolated electrical line, if so noted on the Scope of Work Agreement or the OEM. Equipment must always be operated on a UL approved electrical circuit, with proper current, voltage and type of outlets as specified by the OEM.
 - c. Equipment should be operated within the specified operational (including usage) specifications of the OEM.
 - d. Only Proven furnished supplies may be used.
6. **PREVENTATIVE MAINTENANCE:** Proven IT will perform preventative maintenance on each machine based on the manufacturer's recommended interval. This will include cleaning toner and paper dust out of the inside. Checking and proactively replacing high-mortality parts (i.e. rollers) and a wipe-down of the exterior of the machine.
7. **METERS:** Proven IT utilizes Print Management Software to electronically report meters and supply consumption. Customer agrees to work with Proven IT's software administrator to install the Print Management software prior to the New Customer Onboard. Customer grants Proven IT permission to upgrade, modify, or maintain the Print Management software or to install new releases or additions. Under no circumstances will the Print Management software provide Proven IT access to confidential information other than data directly related to the Printers/Copiers on the network. Customer agrees not to delete, alter, modify, or otherwise render the software unusable during the term of this Agreement and agrees to reinstall the software in the event their actions inadvertently affect reporting capabilities. If Customer declines to install Proven IT's Print Management Software, then Proven IT retains the right to invoice Customer at the prevailing hourly labor rate for services due to manual meter collections. Manual meter collection will be performed during standard business 8:00am to 5:00pm Monday through Friday, local time.
8. **NEW EQUIPMENT ADDED:** Throughout the duration of the Agreement, if additional metered devices of like models to those on the Agreement today are discovered in the Customer fleet, they will be automatically added to this Agreement and initiated for coverage and billing.
Throughout the duration of the Agreement, if additional metered devices of dissimilar models to those on the Agreement today are discovered in the Customer fleet, or are reported by the Customer to be added to the Agreement, they will be added to the Agreement at the then current rates and be included for coverage and billing. For devices of this kind, the Customer will have the opportunity to remove the devices from the Agreement 90 days from the date they were added.
9. **REMITTANCE:** Payment is due thirty (30) days from date of Customer's receipt of invoice. Delinquent accounts which are not being disputed in good faith by Customer shall accrue interest at a rate of one and one half percent of the past due amount per month or, (if lower, the maximum rate of interest chargeable under applicable law). Customer shall pay all federal, state and local sales, use, property, excise or other taxes imposed with respect to the purchase price listed on this Agreement.
10. **BILLING AND CONTRACT ADJUSTMENT:** Proven IT will invoice the Customer monthly for the Monthly Payment and usage will be reconciled on the frequency indicated on the front of this Agreement. Customer will be invoiced for any overages multiplied by the rates indicated on the front of this Agreement. The contract volume can be adjusted at the end of each reconciliation period. The Contract volume may be adjusted down to the previous quarters' actual usage; not to exceed 15% of the current volume at the time of the adjustment. At the end of the first year of this Agreement and once each successive twelve month period, we may increase the base contract payment and overage rates by a maximum of 15% or an equivalent amount to that stated on any associated Value Agreement or Lease Agreement between both the parties. Additionally, Proven reserves the right to increase the base contract payment and overage rates beyond the aforementioned 15% annual increase on equipment which is more than five (5) years old. Proven IT may charge Customer a fee for supply freight and administrative costs for document processing and management.
11. **BREACH OR DEFAULT:** If the Customer does not pay all charges as provided hereunder promptly when due Proven IT may (a) Refuse to service the equipment or (b) Furnish service on a C.O.D, "Per Call" basis at current Proven IT rates. The Customer agrees to pay Proven IT costs and expenses of collection including reasonable attorney's fees permitted by law in addition to all other rights and remedies available to Proven IT.
12. **AGREEMENT:** This Agreement is not refundable or transferable to a third party unless agreed upon in writing by both parties.
13. **PENALTY FOR EARLY CANCELLATION:** This Agreement is binding and noncancelable. If the Customer wishes to terminate the Agreement in advance of the Agreement maturity date then the Customer is responsible for buying out the remaining term of the Agreement.
The penalty is calculated using the then current service rates multiplied by the remaining term published on the front of the Agreement or the remaining term based on any Supplements that have been executed modifying the term of the Agreement.
For Customer Agreements billing using Actual Meter reads or Usage Based programs, the penalty is calculated based on the prior 12 months average monthly billing multiplied by the remaining term published on the front of the Agreement or the remaining term based on any Supplements that have been executed modifying the term of the Agreement.
If there is no request for cancellation, but all devices covered under this Agreement have been removed from service, this will be considered a cancellation of the Agreement and the formula(s) listed above will apply.
14. **RESPONSIBILITY:** Other than the obligations set forth herein, Proven IT disclaims all warranties, expressed or implied, including any implied warranties or merchantability for use or fitness for a particular purpose. Proven IT shall not be responsible for direct, incidental or consequential damages, including but not limited to, damages arising out of the performance of the equipment or the loss of the use of the equipment and the Customer hereby waives any claims related thereby.
15. **INDEMNIFICATION:** Each party shall indemnify, defend and hold harmless the other party and its officers, directors, employees, agents and representatives from any and all claims, losses, damages or expenses, including but not limited to, court costs, fees and expenses of counsel and attorney fees to the extent any such claim, loss, or damage results from a breach of the terms of the Agreement by a party, or resulting from the death or bodily injury for any person or damage to any property to the extent it was caused by the negligent act, willful misconduct, tortious or other unlawful act, error or omission of a party or its officers, directors, employees, agents and representatives on connection with the subject matter of this Agreement.
16. **JURISDICTION:** This Agreement shall be governed by and construed according to the laws of the State of Illinois applicable to Agreements wholly negotiated, executed and performed in Illinois. It constitutes the entire Agreement between parties and may not be modified except in writing signed by duly authorized officer of Proven IT and the Customer.
17. **TRAINING:** The customer agrees to make available and designate a key contact for training on the use of any Proven IT furnished equipment. Should the employment status of designated operator change so as to affect the contact's availability to perform the assignment, the Customer shall inform Proven IT as soon as reasonably practical. 18. **RENEWAL:** This Agreement shall be renewed automatically upon approval by Proven IT unless Customer notifies Proven IT in writing between 90 and 150 days prior to the end of the Agreement term. Customer agrees to pay the then current rates at the beginning of each subsequent renewal Agreement period.

Initials: _____



SERVICE AGREEMENT ADDENDUM A

Order #	Order Date	Customer PO #	Delivery Date	Sales Representative
9838	07/13/2023			Phillip Faso

SHIP TO	
Customer #: 7082580991	
PEOTONE COMMUNITY UNIT DIST #207-U	
212 W WILSON	
PEOTONE, IL 60468	
Contact:	
Phone:	
Email:	

BILL TO	
Customer #: 7082580991	
PEOTONE COMMUNITY UNIT DIST #207-U	
212 W WILSON	
PEOTONE, IL 60468	
Contact:	
Phone:	(708) 258-0991
Email:	

Make / Model	Serial #	EQJD #	Beginning Meter Reading		Image Allowance		Overages Billed	
			B/W	Color	B/W	Color	B/W	Color
Canon imageRUNNER ADVANCE DX 527iF								
Canon imageRUNNER ADVANCE DX 527iF								
Canon imageRUNNER ADVANCE DX 527iF								
Canon imageRUNNER ADVANCE DX C259iF								
Canon imageRUNNER ADVANCE DX C259iF								
Canon imageRUNNER ADVANCE DX C259iF								
Canon imageRUNNER ADVANCE DX C259iF								
Canon imageRUNNER ADVANCE DX C259iF								
Canon c5560i		D5230						
Canon 6555i		D5189						
Canon 6555i		D5190						
Canon 6555i		D5188						
Canon 6555i		D5191						
The 5 machines above pull from A3 volume								



LEASED EQUIPMENT DETAILS

Proposal #	Proposal Date	Customer PO #	Delivery Date	Sales Representative
9838	07/13/2023			Phillip Faso

SHIP TO	
Customer #: 7082580991	
PEOTONE COMMUNITY UNIT DIST #207-U	
212 W WILSON	
PEOTONE, IL 60468	
Contact:	
Phone:	
Email:	

BILL TO	
Customer #: 7082580991	
PEOTONE COMMUNITY UNIT DIST #207-U	
212 W WILSON	
PEOTONE, IL 60468	
Contact:	
Phone:	(708) 258-0991
Email:	

QTY	PRODUCT #	DESCRIPTION	UNIT PRICE	TOTAL
2	4963C002AA	Canon imageRUNNER ADVANCE DX 6860i		
2	4031C002BA	Canon High Capacity Cassette Feeding Unit-C1		
2	5547C002AA	Canon Staple Finisher-AB2		
2	0126C001AA	Canon 2/3 Hole Puncher Unit-A1 29 - 2/3 Hole Puncher Unit-A1		
2	3684B009AA	Canon Copy Card Reader Attachment-B7		
2	4784B001AA	Canon Copy Card Reader - F1		
1	3825C002AA	Canon imageRUNNER ADVANCE DX C5860i		
1	4031C002BA	Canon High Capacity Cassette Feeding Unit-C1		
1	5547C002AA	Canon Staple Finisher-AB2		
1	0126C001AA	Canon 2/3 Hole Puncher Unit-A1 29 - 2/3 Hole Puncher Unit-A1		
1	3684B009AA	Canon Copy Card Reader Attachment-B7		
1	4784B001AA	Canon Copy Card Reader - F1		
5	3827C002AA	Canon imageRUNNER ADVANCE DX C5840i		
5	4031C002BA	Canon High Capacity Cassette Feeding Unit-C1		
5	5547C002AA	Canon Staple Finisher-AB2		
5	0126C001AA	Canon 2/3 Hole Puncher Unit-A1 29 - 2/3 Hole Puncher Unit-A1		
5	3684B009AA	Canon Copy Card Reader Attachment-B7		

*For additional items see addendum

Networking Charges

*Additional charges for networking will be applied after the first 2hrs at a \$100.00 hourly rate

I (We) Decline Networking Service: ☐ Initial: _____

Lease

60 mo. @ \$8,859.27

Term Option

FMV

Accepted by ProvenIT		Accepted by Customer	
Authorized Signature	Date	Authorized Signature	Date
Printed Name / Title		Printed Name / Title	

1. **LEASE.** The Seller, Proven IT, assigns the financial/payment portion of this transaction to a financing company for purposes of the Customer leasing the goods subject to this Agreement.

2. **AVAILABILITY:** Customer agrees that the Goods and Services are subject to availability and Seller reserves the right to substitute models of like specification if practicable. Seller may cancel any order or any part of an order without cause at any time and without penalty, and Seller's sole obligation shall be to return any down payment paid by Customer. If parts become unavailable for discontinued equipment, Seller reserves the right to delete said equipment in accordance with the terms of this agreement.

3. **DELIVERY AND INSTALLATION:** Seller shall use its standard packaging. Seller shall choose the method of delivery; Seller reserves the right to deliver the goods in installments. Equipment will be installed in accordance with manufacturer's specification. At Customer's sole cost and expense, Customer shall insure that equipment is placed in an environment that conforms with the manufacturer's specifications and requirements and will bear all costs and expenses for any additional necessities required for installation such as telephone and electrical wiring, remodeling, and noise and power filters. Any electrical work, external to the equipment (i.e. associated peripheral equipment, power, transmission and phone lines) and equipment line cord, is not covered by this agreement, unless otherwise specified on the front side of this document. Upon delivery and installation of the equipment, Customer will sign a Delivery and Acceptance form from the financing company acknowledging that all equipment has been received. Upon receipt of the signed Delivery and Acceptance form, Proven IT will submit the form to the financing company for final approval and funding on the lease.

4. **MAINTENANCE, SUPPORT AND SERVICE:** Any and all maintenance, support and service in relation to the goods and services shall come directly from the manufacturer, unless separately agreed to in writing by the parties. Proven IT shall not provide support, education, maintenance, or repairs in relation to the goods and services as Proven IT is acting merely as a reseller and installer of the goods. Proven IT is not acting as employee or agent of the manufacturer in conjunction with the resale or installation of the goods.

5. **INDEPENDENT CONTRACTOR:** It is understood and acknowledged that the goods and services which Proven IT provides to Customer hereunder shall be in the capacity of an independent contractor and not as an employee or agent of Customer. Proven IT shall not be eligible for and shall not receive any employee benefits from Customer and shall be solely responsible for the payment of all taxes, FICA, federal and state unemployment insurance contributions, state disability premiums and all similar taxes and fees relating to the fees earned by Proven IT hereunder.

6. **RISK OF LOSS:** The goods shall be identified to the contract, and risk of loss shall pass to Customer when the goods are placed in the hands of the carrier.

7. **NO WARRANTIES:** PROVEN IT IS NOT THE MANUFACTURER OF THE GOODS AND SERVICES. CUSTOMER UNDERSTANDS AND AGREES THAT THE GOODS AND SERVICES ARE PROVIDED "AS IS" AND PROVEN IT DISCLAIMS ALL WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, NON-INFRINGEMENT OR TITLE REGARDING OR RELATING TO THE GOODS AND SERVICES, OR ANY MATERIALS, SERVICES OR ITS INSTALLATION FURNISHED OR PROVIDED TO CUSTOMER IN CONNECTION WITH THIS AGREEMENT, INCLUDING UPDATES OR SUPPORT. PROVEN IT MAKES NO WARRANTY OR REPRESENTATION REGARDING THE RESULTS THAT MAY BE OBTAINED FROM THE USE OF THE GOODS AND SERVICES, REGARDING THE ACCURACY OR RELIABILITY OF ANY INFORMATION OBTAINED THROUGH THE GOODS AND SERVICES, THAT THE GOODS AND SERVICES WILL MEET THE CUSTOMER'S NEEDS OR EXPECTATIONS, OR BE UNINTERRUPTED, TIMELY, SECURE OR ERROR FREE, OR THAT DEFECTS WILL BE CORRECTED. USE OF THE GOODS AND SERVICES IS AT CUSTOMER'S SOLE RISK. ANY MATERIAL AND/OR DATA DOWNLOADED OR OTHERWISE OBTAINED THROUGH THE USE OF THE GOODS AND SERVICES IS AT CUSTOMER'S OWN DISCRETION AND RISK. CUSTOMER WILL BE SOLELY RESPONSIBLE FOR ANY DAMAGE RESULTING FROM USE OF THE GOODS AND SERVICES. ANY APPLICABLE WARRANTY ON THE GOODS AND SERVICES PROVIDED BY THE MANUFACTURER WILL PASS THROUGH TO THE CUSTOMER.

8. **LIMITATION OF LIABILITY:** TO THE MAXIMUM EXTENT PERMITTED BY LAW, OTHER THAN DAMAGES PROXIMATELY CAUSED BY REASON OF WILLFUL MISCONDUCT ON THE PART OF PROVEN IT, PROVEN IT, ITS REPRESENTATIVES, SUCCESSORS AND ASSIGNS DO NOT ACCEPT LIABILITY BEYOND THE REMEDIES SET FORTH HEREIN, INCLUDING ANY LIABILITY CAUSED BY THE GOODS AND SERVICES NOT BEING AVAILABLE FOR USE OR FOR LOST OR CORRUPTED DATA OR PRODUCTS, BUSINESS INTERRUPTION, FAILURE OR MALFUNCTION OF THE GOODS AND SERVICES, LOSS, OR OTHERWISE FOR THE PROVISION OF THE GOODS AND SERVICES, EVEN IF NEGLIGENT. PROVEN IT PROVIDES THE GOODS AND SERVICES TO CUSTOMER "AS IS" AND WITH ALL FAULTS. PROVEN IT DOES NOT WARRANT THE ERROR-FREE OPERATION OF THE GOODS AND SERVICES. CUSTOMER ACKNOWLEDGES THIS ALLOCATION OF RISK BY EXECUTION OF THIS AGREEMENT AND/OR BY THE PAYMENT OF FEES TO PROVEN IT. IN NO EVENT WILL PROVEN IT BE LIABLE FOR LOST PROFITS, LOSS OF BUSINESS OR OTHER CONSEQUENTIAL, SPECIAL, INCIDENTAL, EXEMPLARY, INDIRECT, OR PUNITIVE DAMAGES, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, OR FOR ANY CLAIM BY ANY THIRD PARTY EXCEPT AS EXPRESSLY PROVIDED HEREIN. OTHER THAN AS EXPRESSLY PROVIDED IN THIS AGREEMENT, PROVEN IT MAKES NO REPRESENTATIONS OR WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR USE, ALL OF WHICH ARE EXPRESSLY DISCLAIMED. IN NO EVENT SHALL PROVEN IT'S LIABILITY UNDER THIS AGREEMENT EXCEED THE AMOUNT OF FEES ACTUALLY PAID TO PROVEN IT DURING THE 90-DAY PERIOD IMMEDIATELY PRECEDING THE ALLEGED CLAIM AND/OR TERMINATION OF THIS AGREEMENT.

9. **ASSIGNMENT:** This agreement shall not be assigned by Customer without Seller's express written consent. In the event that Seller assigns any of its obligations under this agreement, Seller shall remain primarily responsible to perform those obligations. Any claim or defense Customer may have relating to those obligations must be asserted on or against Seller and not its assignee.

10. **NOTICES:** All notices required to be given under this agreement shall be in writing and shall be sent by U.S. first class mail to the parties at the address listed on the front of this agreement.

11. **INDEMNIFICATION:** Customer shall bear all risk of theft, loss or damage not caused by Seller's employees or agents, to all goods and services installed under this agreement. Customer agrees to indemnify, defend and hold harmless Seller, its officers, directors, employees and agents from all loss, liability, claims or expenses (including reasonable attorneys' fees) arising or Customer's use of the goods and services, including but not limited to liabilities arising from bodily injury, including death, or property damage to any person, unless caused solely as the result of an intentional act or omission by Seller. Seller shall indemnify Customer against any costs, losses, damages or liability incurred by Customer as the result of any third party's claim of infringement of its patent, copyright trademark which claim arises out of the use of the product by Customer. Customer shall immediately notify Seller in writing of such claim or demand. Seller shall have the sole right to control, and defense, thereof, and Customer agrees that it will not settle any such claim against itself without the prior written consent of Seller. Provided however, that Seller shall not indemnify Customer with respect to any claim relating to product(s) which is/are manufactured according to Customer's instructions, or modified by Customer or combined with other non-seller products, equipment, systems and/or processes. Failure of Customer to provide timely notification of claim to Seller shall relieve Seller of its obligation to indemnify Customer.

12. **FORCE MAJURE:** Neither party shall be responsible for delays or failure in performance of this agreement (other than failure to make payment) to the extent that such party was hindered in its performance by act of god, abuse, misuse, excess of voltage or power surges, repairs other than those provided by PROVEN IT authorized personnel, civil commotion, labor dispute, or any other occurrence beyond its reasonable control.

13. **SEVERABILITY:** If any provision of this agreement shall be unlawful, void or for any reason unenforceable, then that provision shall be deemed severable from this agreement and shall not affect the validity and enforceability of the remaining provisions of this agreement.

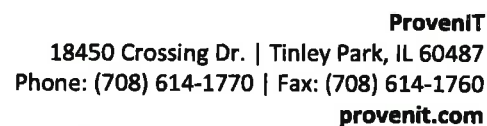
14. **APPLICABLE LAW:** This agreement shall be governed by the laws of the State of Illinois and the Uniform Commercial Code as adopted therein without regard to choice of law principles. In the event of litigation or other proceedings by Seller to enforce or defend any term or provision of this agreement, Customer agrees to pay all costs and expenses sustained by Seller, including but not limited to, reasonable attorney's fees.

15. **SELLER'S AGENTS.** Customer acknowledges that it has been advised that no agent, employee, or representative of Seller has any authority to bind seller to any affirmation promise, representation, or warranty concerning any goods and services, and unless such affirmation, promise, representation, or warranty is specifically set forth in this agreement it does not form a basis of this bargain and shall not be enforceable against Seller.

16. **ENTIRE AGREEMENT:** This instrument, and any attachments hereto, is the entire agreement between Customer and seller and supersedes any proposal or prior agreement, oral written, and any other communications relating to the subject matter of this agreement. The terms and conditions of this agreement shall supersede any terms and conditions which may be contained on any purchase order or other document which may be issued by Customer.

Customer Initials _____

Proven IT Representative Initials _____

[illegible]



Value Agreement

APPLICATION NO.

AGREEMENT NO.

18450 Crossing Drive, Suite D • Tinley Park, IL 60487 • Phone: 708.614.1770 • Fax: 708.614.1760

The words "Lessee," "you" and "your" refer to Customer. The words "Lessor," "we," "us" and "our" refer to Proven Business Systems, LLC.

CUSTOMER INFORMATION

FULL LEGAL NAME PEOTONE COMMUNITY UNIT DIST #207-U			STREET ADDRESS 212 W WILSON	
CITY PEOTONE	STATE IL	ZIP 60468	PHONE (708) 258-0991	FAX (708) 258-0994
BILLING NAME (IF DIFFERENT FROM ABOVE) PEOTONE COMMUNITY UNIT DIST #207-U			BILLING STREET ADDRESS 212 W WILSON	
CITY PEOTONE	STATE IL	ZIP 60468	E-MAIL	
EQUIPMENT LOCATION (IF DIFFERENT FROM ABOVE)				

EQUIPMENT DESCRIPTION

MAKE/MODEL/ACCESSORIES	SERIAL NO.	STARTING METER
Canon imageRUNNER ADVANCE DX 6860i		
Canon imageRUNNER ADVANCE DX 6860i		
Canon imageRUNNER ADVANCE DX C5860i		
Canon imageRUNNER ADVANCE DX C5840i		
Canon imageRUNNER ADVANCE DX C5840i		
Canon imageRUNNER ADVANCE DX C5840i		
Canon imageRUNNER ADVANCE DX C5840i		
Canon imageRUNNER ADVANCE DX C5840i		
Canon imageRUNNER ADVANCE DX C5840i		
Canon imageRUNNER ADVANCE DX 527iF		
Canon imageRUNNER ADVANCE DX 527iF		
Canon imageRUNNER ADVANCE DX 527iF		
Canon imageRUNNER ADVANCE DX 527iF		

☒ See attached Schedule A☐ See attached Billing Schedule

TERM AND PAYMENT INFORMATION

60	Payments* of	\$8,859.27	If you are exempt from sales tax, attach your certificate.		*plus applicable taxes
The payment ("Payment") period is monthly unless otherwise indicated.					
Payment includes	250000	B&W images per month	Overages billed annually at	0.00000	per B&W image*
Payment includes	20000	Color images per month	Overages billed annually at	0.00000	per Color image*
Payment includes	15000	B&W printer images per month	Overages billed annually at	0.00450	per B&W printer image*
Payment includes	3000	Color printer images per month	Overages billed annually at	0.04500	per Color printer image*

END OF TERM OPTIONS

You may choose one of the following options, which you may exercise at the end of the term, provided that no event of default under this Agreement has occurred and is continuing. If no box is checked and initialed, Fair Market Value will be your end of term option. Fair Market Value means the value of the Equipment in continued use.

☐	Purchase all of the Equipment for its Fair Market Value, renew this Agreement, or return the Equipment.	Customer's Initials
☐	Purchase all of the Equipment for \$1.00. At the end of the term, title to the Equipment will automatically transfer to you, AS IS, WHERE IS, with no warranties of any kind.	Customer's Initials

Upon acceptance of the Equipment, THIS AGREEMENT IS NONCANCELABLE, IRREVOCABLE AND CANNOT BE TERMINATED.

LESSOR ACCEPTANCE

Proven Business Systems, LLC			
LESSOR	SIGNATURE	TITLE	DATED

CUSTOMER ACCEPTANCE

BY SIGNING BELOW OR AUTHENTICATING AN ELECTRONIC RECORD HEREOF, YOU CERTIFY THAT YOU HAVE REVIEWED AND DO AGREE TO ALL TERMS AND CONDITIONS OF THIS AGREEMENT ON THIS PAGE AND ON PAGE 2 ATTACHED HERETO.

PEOTONE COMMUNITY UNIT DIST #207-U			
CUSTOMER (as referenced above)	SIGNATURE	TITLE	DATED
366007278			
FEDERAL TAX I.D.#	PRINT NAME		

DELIVERY & ACCEPTANCE CERTIFICATE

You certify and acknowledge that all of the Equipment listed above: 1) has been received, installed and inspected; and 2) is fully operational and unconditionally accepted. Upon you signing below, your promises in this Agreement will be irrevocable and unconditional in all respects.

PEOTONE COMMUNITY UNIT DIST #207-U			
CUSTOMER (as referenced above)	SIGNATURE	TITLE	ACCEPTANCE DATE

1. **AGREEMENT:** You agree to lease from us the goods, together with all replacements, parts, repairs, additions, and accessories incorporated therein or attached thereto and any and all proceeds of the foregoing, including, without limitation, insurance recoveries ("Equipment") and, if applicable, finance certain software, software license(s), software components and/or professional services in connection with software (collectively, the "Financed Items," which are included in the word "Equipment" unless separately stated) from software licensor(s) and/or supplier(s) (collectively, the "Supplier"), all as described in this Agreement and in any attached schedule, addendum or amendment hereto ("Agreement"). You represent and warrant that you will use the Equipment for business purposes only. You agree to all of the terms and conditions contained in this Agreement, which, with the acceptance certification, is the entire agreement between you and us regarding the Equipment and which supersedes any purchase order, invoice, request for proposal, response or other related document. This Agreement becomes valid upon execution by us. If any provision of this Agreement is declared unenforceable, the other provisions herein shall remain in full force and effect to the fullest extent permitted by law.

2. **OWNERSHIP; PAYMENTS; TAXES AND FEES:** We own the Equipment, excluding any Financed Items. Ownership of any Financed Items shall remain with Supplier thereof. You will pay all Payments, as adjusted, when due, without notice or demand and without abatement, set-off, counterclaim or deduction of any amount whatsoever. If any part of a Payment is more than 5 days late, you agree to pay a late charge of 10% of the Payment which is late or, if less, the maximum charge allowed by law. The Payment may be adjusted proportionately upward or downward: (i) if the shipping charges or taxes differ from the estimate given to you; and/or (ii) to comply with the tax laws of the state in which the Equipment is located. You shall pay all applicable taxes, assessments and penalties related to this Agreement, whether levied or assessed on us (except on our income) or you, or on the Equipment, its lease, sale, ownership, possession, use or operation. If we pay any taxes or other expenses that are owed hereunder, you agree to reimburse us when we request. You agree to pay us a yearly processing fee of up to \$50 for personal property taxes we pay related to the Equipment. You agree to pay us a fee of up to \$50 for filing and/or searching costs required under the Uniform Commercial Code ("UCC") or other laws. You agree to pay us an origination fee of \$150 for all closing costs. We may apply all sums received from you to any amounts due and owed to us under the terms of this Agreement. If for any reason your check is returned for insufficient funds, you will pay us a service charge of \$30 or, if less, the maximum charge allowed by law. We may make a profit on any fees, estimated tax payments and other charges paid under this Agreement.

3. **EQUIPMENT; SECURITY INTEREST:** At your expense, you shall keep the Equipment: (i) in good repair, condition and working order, in compliance with applicable laws, ordinances and manufacturers' and regulatory standards; (ii) free and clear of all liens and claims; and (iii) at your address shown on page 1, and you agree not to move it unless we agree in writing. You grant us a security interest in the Equipment to secure all amounts you owe us under this Agreement or any other agreement with us ("Other Agreements"), except amounts under Other Agreements which are secured by land and/or buildings. You authorize and ratify our filing of any financing statement(s) to show our interest. You will not change your name, state of organization, headquarters or residence without providing prior written notice to us. You will notify us within 30 days if your state of organization revokes or terminates your existence.

4. **INSURANCE; COLLATERAL PROTECTION; INDEMNITY; LOSS OR DAMAGE:** You agree to keep the Equipment fully insured against all risk, with us named as lender's loss payee, in an amount not less than the full replacement value of the Equipment until this Agreement is terminated. You also agree to maintain commercial general liability insurance with such coverage and from such insurance carrier as shall be satisfactory to us and to include us as an additional insured on the policy. You will provide written notice to us within 10 days of any modification or cancellation of your insurance policy(s). You agree to provide us certificates or other evidence of insurance acceptable to us. If you do not provide us with acceptable evidence of property insurance within 30 days after the start of this Agreement, we may, at our sole discretion, to do so as provided in either (A) or (B) below, as determined in our discretion: (A) We may obtain insurance on your behalf and you will pay us for any insurance premium and related charges on which we may make a profit; or (B) We may charge you a monthly property damage surcharge of up to .0035 of the Equipment cost as a result of our credit risk and administrative and other costs, as would be further described on a letter from us to you. We may make a profit on this program. **NOTHING IN THIS PARAGRAPH WILL RELIEVE YOU OF RESPONSIBILITY FOR LIABILITY INSURANCE ON THE EQUIPMENT.** We are not responsible for, and you agree to hold us harmless and reimburse us for and to defend on our behalf against, any claim for any loss, expense, liability or injury caused by or in any way related to delivery, installation, possession, ownership, leasing, manufacture, use, condition, inspection, removal, return or storage of the Equipment. All indemnities will survive the expiration or termination of this Agreement. You are responsible for any loss, theft, destruction or damage to the Equipment ("Loss"), regardless of cause, whether or not insured. You agree to promptly notify us in writing of any Loss. If a Loss occurs and we have not otherwise agreed in writing, you will promptly pay to us the unpaid balance of this Agreement, including any future Payments to the end of the term plus the anticipated residual value of the Equipment, both discounted to present value at 2%. Any proceeds of insurance will be paid to us and credited against the Loss. You authorize us to sign on your behalf and appoint us as your attorney-in-fact to endorse in your name any insurance drafts or checks issued due to a Loss.

5. **ASSIGNMENT; YOU SHALL NOT SELL, TRANSFER, ASSIGN, ENCUMBER, PLEDGE OR SUBLEASE THE EQUIPMENT OR THIS AGREEMENT,** without our prior written consent. You shall not consolidate or merge with or into any other entity, distribute, sell or dispose of all or any substantial portion of your assets other than in the ordinary course of business, without our prior written consent, and the surviving, or successor entity or the transferee of such assets, as the case may be, shall assume all of your obligations under this Agreement by a written instrument acceptable to us. No event shall occur which causes or results in a transfer of majority ownership of you while any obligations are outstanding hereunder. We may sell, assign, or transfer this Agreement without notice to or consent from you. You agree that if we sell, assign or transfer this Agreement, our assignee will have the same rights and benefits that we have now and will not have to perform any of our obligations. You agree that our assignee will not be subject to any claims, defenses, or offsets that you may have against us. This Agreement shall be binding on and inure to the benefit of the parties hereto and their respective successors and assigns.

6. **DEFAULT AND REMEDIES:** You will be in default if: (i) you do not pay any Payment or other sum due to us or you fail to perform in accordance with the covenants, terms and conditions of this Agreement or any other agreement with us or any of our affiliates or fail to perform or pay under any material agreement with any other entity; (ii) you make or have made any false statement or misrepresentation to us; (iii) you or any guarantor dies, dissolves, liquidates, terminates existence or is in bankruptcy; (iv) you or any guarantor suffers a material adverse change in its financial, business or operating condition; or (v) any guarantor defaults under any guaranty for this Agreement. If you are ever in default, at our option, we can cancel this Agreement and require that you pay the unpaid balance of this Agreement, including any future Payments to the end of term plus the anticipated residual value of the Equipment, both discounted to present value at 2%. We may recover default interest on any unpaid amount at the rate of 12% per year. Concurrently and cumulatively, we may also use any remedies available to us under the UCC and any other law and we may require that you immediately stop using any Financed Items. If we take possession of the Equipment, you agree to pay the costs of repossession, moving, storage, repair and sale. The net proceeds of the sale of any Equipment will be credited against what you owe us under this Agreement and you will be responsible for any deficiency. In the event of any dispute or enforcement of our rights under this Agreement or any related agreement, you agree to pay our reasonable attorneys' fees (including any incurred before or at trial, on appeal or in any other proceeding), actual court costs and any other collection costs, including any collection agency fee. **WE SHALL NOT BE RESPONSIBLE TO PAY YOU ANY CONSEQUENTIAL, INDIRECT OR INCIDENTAL DAMAGES FOR ANY DEFAULT, ACT OR OMISSION BY ANYONE.** Any delay or failure to enforce our rights under this Agreement will not prevent us from enforcing any rights at a later time. You agree that this Agreement is a "Finance Lease" as defined by Article 2A of the UCC and your rights and remedies are governed exclusively by this Agreement. You waive all rights under sections 2A-508 through 522 of the UCC. If interest is charged or collected in excess of the maximum lawful rate, we will refund such excess to you, which will be your sole remedy.

7. **INSPECTIONS AND REPORTS:** We have the right, at any reasonable time, to inspect the Equipment and any documents relating to its installation, use, maintenance and repair. Within 30 days after our request (or such longer period as provided herein), you will deliver all requested information (including tax returns) which we deem reasonably necessary to determine your current financial condition and faithful performance of the terms hereof. This may include: (i) compiled, reviewed or audited annual financial statements (including, without limitation, a balance sheet, a statement of income, a statement of cash flow, a statement of changes in equity and notes to financial statements) within 120 days after your fiscal year end, and (ii) management-prepared interim financial statements within 45 days after the requested reporting period(s). Annual statements shall set forth the corresponding figures for the prior fiscal year in comparative form, all in reasonable detail without any qualification or exception deemed material by us. Unless otherwise accepted by us, each financial statement shall be prepared in accordance with generally accepted accounting principles consistently applied and shall fairly and accurately present your financial condition and results of operations for the period to which it pertains. You authorize us to obtain credit bureau reports for credit and collection purposes and to share them with our affiliates and agents.

8. **END OF TERM:** Unless the purchase option is \$1,000, at the end of the initial term, this Agreement shall renew for successive 3-month renewal term(s) under the same terms hereof unless you send us written notice between 90 and 150 days before the end of the initial term or at least 30 days before the end of any renewal term that you want to purchase or return the Equipment, and you timely purchase or return the Equipment. You shall continue making Payments and paying all other amounts due until the Equipment is purchased or returned. As long as you have given us the required written notice, if you do not purchase the Equipment, you will return all of the Equipment to a location we specify, at your expense, in retail re-saleable condition, full working order and complete repair. At the end of the term or upon repossession of the Equipment after a default, you agree to pay us a minimum return fee of \$250, which will cover up to 10 units of returned Equipment and will not be prorated, and in addition, a supplemental return fee of up to \$50 per each unit of returned Equipment in excess of 10 units (collectively, the "Return Fee"). If, in our sole discretion, we allow you to return any Equipment prior to the end of the term, you shall pay us the Return Fee each time you return Equipment. **YOU ARE SOLELY RESPONSIBLE FOR REMOVING ANY DATA THAT MAY RESIDE IN THE EQUIPMENT, INCLUDING BUT NOT LIMITED TO HARD DRIVES, DISK DRIVES OR ANY OTHER FORM OF MEMORY.**

9. **USA PATRIOT ACT NOTICE; ANTI-TERRORISM AND ANTI-CORRUPTION COMPLIANCE:** To help the government fight the funding of terrorism and money laundering activities, federal law requires all financial institutions to obtain, verify, and record information that identifies each customer who opens an account. When you enter into a transaction with us, we ask for your business name, address and other information that will allow us to identify you. We may also ask to see other documents that substantiate your business identity. You and any other person who you control, own a controlling interest in, or who owns a controlling interest in or otherwise controls you in any manner ("Representatives") are and will remain in full compliance with all laws, regulations and government guidance concerning foreign asset control, trade sanctions, embargoes, and the prevention and detection of money laundering, bribery, corruption, and terrorism, and neither you nor any of your Representatives is or will be listed in any Sanctions-related list of designated persons maintained by the U.S. Department of Treasury's Office of Foreign Assets Control or successor or the U.S. Department of State. You shall, and shall cause any Representative to, provide such information and take such actions as are reasonably requested by us in order to assist us in maintaining compliance with anti-money laundering laws and regulations.

10. **MISCELLANEOUS:** Unless otherwise stated in an addendum hereto, the parties agree that: (i) this Agreement and any related documents hereto may be authenticated by electronic means; (ii) the "original" of this Agreement shall be the copy that bears your manual, facsimile, scanned or electronic signature and that also bears our manually or electronically signed signature and is held or controlled by us; and (iii) to the extent this Agreement constitutes chattel paper (as defined by the UCC), a security interest may only be created in the original. You agree not to raise as a defense to the enforcement of this Agreement or any related documents that you or we executed or authenticated such documents by electronic or digital means or that you used facsimile or other electronic means to transmit your signature on such documents. Notwithstanding anything to the contrary herein, we reserve the right to require you to sign this Agreement or any related documents hereto manually and to send to us the manually signed, duly executed documents via overnight courier on the same day that you send us the facsimile, scanned or electronic transmission of the documents. You agree to execute any further documents that we may request to carry out the intents and purposes of this Agreement. Whenever our consent is required, we may withhold or condition such consent in our sole discretion, except as otherwise expressly stated herein. From time to time, Supplier may extend to us payment terms for Equipment financed under this Agreement that are more favorable than what has been quoted to you or the general public, and we may provide Supplier information regarding this Agreement if Supplier has assigned or referred it to us. All notices shall be mailed or delivered by facsimile transmission or overnight courier to the respective parties at the addresses shown on this Agreement or such other address as a party may provide in writing from time to time. By providing us with a telephone number for a cellular phone or other wireless device, including a number that you later convert to a cellular number, you are expressly consenting to receiving communications, including but not limited to pre-recorded or artificial voice message calls, text messages, and calls made by an automatic telephone dialing system, from us and our affiliates and agents at that number. This express consent applies to each such telephone number that you provide to us now or in the future and permits such calls for non-marketing purposes. Calls and messages may incur access fees from your cellular provider. You authorize us to make non-material amendments (including completing and conforming the description of the Equipment) on any document in connection with this Agreement. Unless stated otherwise herein, all other modifications to this Agreement must be in writing and signed by each party or in a duly authenticated electronic record. This Agreement may not be modified by course of performance.

11. **WARRANTY DISCLAIMERS:** **WE ARE LEASING THE EQUIPMENT TO YOU "AS-IS."** YOU HAVE SELECTED SUPPLIER AND THE EQUIPMENT BASED UPON YOUR OWN JUDGMENT. IN THE EVENT WE ASSIGN THIS AGREEMENT, OUR ASSIGNEE DOES NOT TAKE RESPONSIBILITIES FOR THE INSTALLATION OR PERFORMANCE OF THE EQUIPMENT. SUPPLIER IS NOT AN AGENT OF OURS AND WE ARE NOT AN AGENT OF SUPPLIER, AND NOTHING SUPPLIER STATES OR DOES CAN AFFECT YOUR OBLIGATIONS HEREUNDER. YOU WILL MAKE ALL PAYMENTS UNDER THIS AGREEMENT REGARDLESS OF ANY CLAIM OR COMPLAINT AGAINST ANY SUPPLIER, LICENSOR OR MANUFACTURER, AND ANY FAILURE OF A SERVICE PROVIDER TO PROVIDE SERVICES WILL NOT EXCUSE YOUR OBLIGATIONS TO US UNDER THIS AGREEMENT. **WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, OF, AND TAKE ABSOLUTELY NO RESPONSIBILITY FOR, MERCHANTABILITY, FITNESS FOR ANY PARTICULAR PURPOSE, CONDITION, QUALITY, ADEQUACY, TITLE, DATA ACCURACY, SYSTEM INTEGRATION, FUNCTION, DEFECTS, INFRINGEMENT OR ANY OTHER ISSUE IN REGARD TO THE EQUIPMENT, ANY ASSOCIATED SOFTWARE AND ANY FINANCED ITEMS. SO LONG AS YOU ARE NOT IN DEFAULT UNDER THIS AGREEMENT, WE ASSIGN TO YOU ANY WARRANTIES IN THE EQUIPMENT GIVEN TO US.**

12. **LAW; JURY WAIVER:** This Agreement will be governed by and construed in accordance with the law of the principal place of business of Lessor or, if assigned, its assignee. You consent to jurisdiction and venue of any state or federal court in the state the Lessor or, if assigned, its assignee has its principal place of business and waive the defense of inconvenient forum. For any action arising out of or relating to this Agreement or the Equipment, **BOTH PARTIES WAIVE ALL RIGHTS TO A TRIAL BY JURY.**

13. **MAINTENANCE AND SUPPLIES:** You have elected to enter into a separate arrangement with Supplier for maintenance, inspection, adjustment, parts replacement, drums, cleaning material required for proper operation and toner and developer ("Arrangement"). You agree to pay all amounts owing under this Agreement regardless of any claim you have against Supplier relating to the Arrangement. Supplier will be solely responsible for performing all services and providing all supplies under the Arrangement. You agree not to hold Lessor (if different from Supplier) or any assignee of this Agreement responsible for Supplier's obligations under the Arrangement. As a convenience to you, we will provide you with one combined invoice covering amounts owing under this Agreement and the Arrangement. If necessary, Supplier's obligations to you under the Arrangement may be assigned by us. You agree to pay a monthly supply freight fee to cover the costs of shipping supplies to you. Each month, you are entitled to produce the minimum number of images/prints shown on page 1 for each applicable image/print type. Regardless of the number of images/prints made, you will never pay less than the minimum Payment. You agree to provide periodic meter readings on the Equipment. You agree to pay the applicable overage charge for each metered image/print that exceeds the applicable minimum number of images/prints. Images/prints made on equipment marked as not financed under this Agreement will be included in determining your image/print and overage charges. **AFTER COMMENCEMENT OF THE AGREEMENT AND UPON YOUR WRITTEN REQUEST, AT OUR SOLE DISCRETION, WE MAY REVIEW YOUR IMAGE VOLUME AND PROPOSE OPTIONS FOR UPGRADING OR DOWNGRADING THE EQUIPMENT TO ACCOMMODATE YOUR BUSINESS NEEDS.** At the end of the first year of this Agreement, and once each successive 12-month period thereafter, the Payment and the overage charges may be increased by a maximum of 15% of the existing payment or charge. In order to facilitate an orderly transition, the designated start date of this Agreement will be the 20th day of the month following the date the Equipment is delivered to you (unless the date the Equipment is delivered to you is the 20th day of the month, in which case the start date will be the date the Equipment is delivered to you). In addition to all Payments and other amounts due hereunder, you agree to pay us a transitional payment equal to 1/30th of the Payment, multiplied by the number of days between the date the Equipment is delivered to you and the designated start date. The first Payment is due 30 days after the start of this Agreement and each Payment thereafter shall be due on the same day of each month.

**Schedule "A"**

APPLICATION NO.

AGREEMENT NO.

This Schedule "A" is to be attached to and becomes part of the above-referenced Agreement by and between the undersigned and **Proven Business Systems, LLC.**

EQUIPMENT DESCRIPTION

MAKE/MODEL NO./ACCESSORIES

SERIAL NO.

STARTING METER

Canon imageRUNNER ADVANCE DX 527iF

Canon imageRUNNER ADVANCE DX C259iF

Canon imageRUNNER ADVANCE DX C259iF

Canon imageRUNNER ADVANCE DX C259iF

Canon imageRUNNER ADVANCE DX C259iF

Canon imageRUNNER ADVANCE DX C259iF

Canon 6555i (Service Only Asset)

2LP03881

Canon 6555i (Service Only Asset)

2LP04065

Canon 6555i (Service Only Asset)

2LP04050

Canon 6555i (Service Only Asset)

2LP04061

Canon C5560i (Service Only Asset)

2HU03878

CUSTOMER ACCEPTANCE

This Schedule "A" is hereby verified as correct by the undersigned Customer.

PEOTONE COMMUNITY UNIT DIST #207-U**X**

CUSTOMER

SIGNATURE

TITLE

DATED

28972 (2017)

Rev. 12/21/2022



AGREEMENT NO.

STATE AND LOCAL GOVERNMENT ADDENDUM

Addendum to Agreement # , between **PEOTONE COMMUNITY UNIT DIST #207-U**, as Customer and **Proven Business Systems, LLC**, as Lessor. The words **you** and **your** refer to **Customer**. The words **we**, **us** and **our** refer to **Lessor**.

The parties wish to amend the above-referenced Agreement by adding the following language:

REPRESENTATIONS AND WARRANTIES OF CUSTOMER: You hereby represent and warrant to us that: (a) you have been duly authorized by the Constitution and laws of the applicable jurisdiction and by a resolution or other authority of your governing body to execute and deliver this Agreement and to carry out your obligations hereunder; (b) all legal requirements have been met, and procedures have been followed, including public bidding, in order to ensure the enforceability of this Agreement; (c) this Agreement is in compliance with all laws applicable to you, including any debt limitations or limitations on interest rates or finance charges; (d) the Equipment will be used by you only for essential governmental or proprietary functions of you consistent with the scope of your authority, will not be used in a trade or business of any person or entity, by the federal government or for any personal, family or household use and your need for the Equipment is not expected to diminish during the term of this Agreement; (e) you have funds available to pay contracted Payments until the end of your current appropriation period, and you intend to request funds to make contracted Payments in each appropriation period, from now until the end of the term of this Agreement; and (f) your exact legal name is as set forth on page one of this Agreement.

NON-APPROPRIATION OR RENEWAL: If either sufficient funds are not appropriated to make contracted Payments or any other amounts due under this Agreement or (to the extent required by applicable law) this Agreement is not renewed, this Agreement shall terminate and you shall not be obligated to make contracted Payments under the Agreement beyond the then-current fiscal year for which funds have been appropriated. Upon such an event, you shall, no later than the end of the fiscal year for which contracted Payments have been appropriated, deliver possession of the Equipment to us. If you fail to deliver possession of the Equipment to us, the termination shall nevertheless be effective but you shall be responsible, to the extent permitted by law and legally available funds, for the payment of damages in an amount equal to the portion of contracted Payments thereafter coming due that is attributable to the number of days after the termination during which you fail to deliver possession and for any other loss suffered by us as a result of your failure to deliver possession as required. You shall notify us in writing within seven days after your failure to appropriate funds sufficient for the payment of the contracted Payments or (to the extent required by applicable law) this Agreement is not renewed, but failure to provide such notice shall not operate to extend the Agreement term or result in any liability to you.

TITLE TO THE EQUIPMENT: If the selected purchase option for this Agreement is \$1.00 or \$101.00, unless otherwise required by law, upon your acceptance of the Equipment, title to the Equipment shall be in your name, subject to our interest under this Agreement.

The parties wish to amend the above-referenced Agreement by restating the following language:

Any provision in the Agreement stating this Agreement supersedes any invoice and/or purchase order is hereby amended and restated as follows: "You agree that the terms and conditions of the Agreement and any supplement or schedule thereto and any related acceptance certificate constitutes the entire agreement regarding the financing or lease of the Equipment and supersedes any purchase order, invoice, request for proposal or other related document."

Any provision in the Agreement stating that the Agreement shall automatically renew unless the Equipment is purchased, returned or a notice requirement is satisfied is hereby amended and restated as follows: "This Agreement will renew for month-to-month terms unless you purchase or return the Equipment (according to the conditions herein) or send us written notice at least 30 days (before the end of any term) that you do not want it renewed."

NOTE: SIGNER OF THIS DOCUMENT MUST BE SAME AS ON THE AGREEMENT. A FACSIMILIE OF THIS DOCUMENT WITH SIGNATURE SHALL BE CONSIDERED TO BE AN ORIGINAL. CAPITALIZED TERMS IN THIS DOCUMENT ARE DEFINED AS IN THE AGREEMENT, UNLESS SPECIFICALLY STATED OTHERWISE.

Any provision in the Agreement stating that we may assign this Agreement is hereby amended and restated as follows: "We may sell, assign, or transfer this Agreement without notice to or consent from you, and you waive any right you may have to such notice or consent."

Any provision in the Agreement stating that you grant us a security interest in the Equipment to secure all amounts owed to us under any agreement is hereby amended and restated as follows: "To the extent permitted by law, you grant us a security interest in the Equipment to secure all amounts you owe us under this Agreement, and you authorize us to file a UCC-1 financing statement."

Any provision in the Agreement stating that you shall indemnify and hold us harmless is hereby amended and restated as follows: "You shall not be required to indemnify or hold us harmless against liabilities arising from the Agreement. However, as between you and us, and to the extent permitted by law and legally available funds, you shall bear the risk of loss for, shall pay directly, and shall defend against any and all claims, liabilities, proceedings, actions, expenses, damages or losses arising under or related to the Equipment, including, but not limited to, the possession, ownership, lease, use or operation thereof, except that you shall not bear the risk of loss of, nor pay for, any claims, liabilities, proceedings, actions, expenses, damages or losses that arise directly from events occurring after you have surrendered possession of the Equipment in accordance with the terms of the Agreement to us or that arise directly from our gross negligence or willful misconduct."

Any provision in the Agreement stating that a default by you under any agreement with our affiliates or other lenders shall be an event of default under the Agreement is hereby amended and restated as follows: "You will be in default if: (i) you do not pay any Payment or other sum due to us under the Agreement when due or if you fail to perform in accordance with the covenants, terms and conditions of this Agreement, (ii) you make or have made any false statement or misrepresentation to us, (iii) you dissolve, terminate your existence or file bankruptcy, or (iv) there has been a material adverse change in your financial, business or operating condition."

Any provision in the Agreement stating that you shall pay our attorneys' fees is hereby amended and restated as follows: "In the event of any dispute or enforcement of rights under this Agreement or any related agreement, you agree to pay, to the extent permitted by law and to the extent of legally available funds, our reasonable attorneys' fees (including any incurred before or at trial, on appeal or in any other proceeding), actual court costs and any other collection costs, including any collection agency fee."

Any provision in the Agreement requiring you to pay amounts due under the Agreement upon the occurrence of a default, failure to appropriate funds or failure to renew the Agreement is hereby amended to limit such requirement to the extent permitted by law and legally available funds.

Any provision in the Agreement stating that the Agreement is governed by a particular state's laws and you consent to such jurisdiction and venue is hereby amended and restated as follows: "This Agreement will be governed by and construed in accordance with the laws of the state where you are located. You consent to jurisdiction and venue of any state or federal court in such state and waive the defense of inconvenient forum."

By signing this Addendum, Customer acknowledges the above changes to the Agreement and authorizes Lessor to make such changes. In the event of any conflict between this Addendum and the Agreement, this Addendum shall prevail. In all other respects, the terms and conditions of the Agreement remain in full force and effect and remain binding on Customer.

Proven Business Systems, LLC

Lessor

Signature

Title

Date

PEOTONE COMMUNITY UNIT DIST #207-U

Customer

X

Signature

Title

Date

NOTE: SIGNER OF THIS DOCUMENT MUST BE SAME AS ON THE AGREEMENT. A FACSIMILIE OF THIS DOCUMENT WITH SIGNATURE SHALL BE CONSIDERED TO BE AN ORIGINAL. CAPITALIZED TERMS IN THIS DOCUMENT ARE DEFINED AS IN THE AGREEMENT, UNLESS SPECIFICALLY STATED OTHERWISE.

REPORT NO. 4:

FOR ACTION: APPROVAL OF PERSONNEL.

(*Contingent upon receipt and evaluation and employment documentation required by the District and the Illinois State Board of Education*).

The Board will need a motion to approve ***Personnel*** of the Certified and Classified Staff.

CERTIFIED EMPLOYMENT:

- Amber Smith - PES Kindergarten Teacher (effective date of 08.21.2023).
- Ashley Kettering - PHS English Teacher (effective date of 08.14.2023).
- Ann Comrie - PES Permanent Substitute Teacher (effective date of 08.21.2023).
- Laura Stachnik - PJHS 7th Grade Special Education Case Manager (effective date of 08.21.2023).

CHANGE IN STATUS:

- Zachary Carpenter - PJHS 6th Grade Boys' Basketball Coach (effective date of 08.21.2023).
- Zachary Carpenter - PJHS 6th Grade Girls' Basketball Coach (effective date of 08.21.2023).
- Stephanie Chaplinski - PES Kindergarten Teacher to PES Second Grade Teacher (effective date of 08.21.2023).
- Caleb Cork - PHS Assistant Football Coach (effective date of 08.07.2023).
- Deanna Staley - PJHS Student Council Sponsor (effective date of 08.03.2023).

CHANGE IN STATUS – TEAM LEADS:

PEOTONE ELEMENTARY

- Sarah Acevedo - Special Education (effective date of 08.07.2023).
- Val Monahan - Kindergarten (effective date of 08.07.2023).
- Kara Norvilas - 1st Grade (effective date of 08.07.2023).
- Nancy Murray - 2nd Grade (effective date of 08.07.2023).
- Alex Vinezeano - 3rd Grade (effective date of 08.07.2023).
- Sam Sexton - Specials/Specialists (effective date of 08.07.2023).

PEOTONE INTERMEDIATE CENTER:

- Natalie Harden - 4th Grade (effective date of 08.07.2023).
- Stephanie Wilda - 5th Grade (effective date of 08.07.2023).

PEOTONE JUNIOR HIGH SCHOOL:

- Tena DeGraaf - ELA (effective date of 08.07.2023).
- Tracy Mrozek - Math (effective date of 08.07.2023).
- Deanna Staley - Science (effective date of 08.07.2023).
- Patty Heron - Social Studies (effective date of 08.07.2023).
- Laura Stachnik - Special Education (effective date of 08.07.2023).
- Marnie Davis - Specials/Interventionists (effective date of 08.07.2023).

PEOTONE HIGH SCHOOL:

- Beth Upton - ELA (effective date of 08.07.2023).
- Kathy Barger - Math (effective date of 08.07.2023).
- Nicole Phelps - Science (effective date of 08.07.2023).
- Andrew Butz - Social Studies (effective date of 08.07.2023).
- Colleen Crabbe - Special Education/Interventionists (effective date of 08.07.2023).
- Tracy Toepfer - Art/Music/Spanish (effective date of 08.07.2023).
- Kerry O'Connell - Physical Education (effective date of 08.07.2023).
- Meri Rietman - CTE (effective date of 08.07.2023).

RESIGNATION:

- Amanda Bielawski - PHS Special Education Teacher (effective date of 06.28.2023).
- Christina Brown - PES Permanent Substitute Teacher (effective date of 07.11.2023).
- Terri Kauchak - PJHS 7th Grade Special Education Teacher (effective date of 07.14.2023).
- Vivian Kilias - PHS English Teacher (effective date of 07.05.2023).
- Kelly Leonard - PHS English Teacher (effective date of 05.31.2023).
- Nicole Phelps - PHS Science Club Sponsor (effective date of 08.21.2023).

RESIGNATION:

- Amanda Bielawski - PHS Special Education Teacher (effective date of 06.28.2023).
- Christina Brown - PES Permanent Substitute Teacher (effective date of 07.11.2023).
- Terri Kauchak - PJHS 7th Grade Special Education Teacher (effective date of 07.14.2023).
- Vivian Kilias - PHS English Teacher (effective date of 07.05.2023).
- Kelly Leonard - PHS English Teacher (effective date of 05.31.2023).
- Nicole Phelps - PHS Science Club Sponsor (effective date of 08.21.2023).

**CLASSIFIED
EMPLOYMENT:**

- Jessica Lukowski - PJHS Night Custodian (effective date of 08.10.2023).
- Nikki A. Buczkowski - PIC Lunchroom/Recess Supervisor (effective date of 08.21.2023).
- Christina Rodriguez - PES Lunchroom/Recess Supervisor (effective date of 08.22.2023).
- Jonathan Glass - PHS Assistant Soccer Coach (effective date of 08.07.2023).

CHANGE IN STATUS:

- Julie Beltran - PES Inclusion Paraprofessional to PES 1:1 Paraprofessional (effective date of 08.22.2023).
Julie Beltran – PES 1.1 Paraprofessional change in hours from 7.5 to 7.75 per day (effective date of 08.22.2023).
- Kimberly Bennett - PJHS Assistant Softball Coach (effective date of 08.20.2023).

RESIGNATION:

- Tyler Jackson - PHS Assistant Track Coach (effective date of 07.06.2023).
- Cindy Russo - PJHS Night Custodian (effective date of 07.17.2023).
- Collin Veltman - PHS Assistant Baseball Coach (effective date of 07.06.2023).
- Jessica Clodi - PES SI Program Aide (effective date of 07.27.2023).

MOTION REQUIRED: ROLL CALL VOTE.

OTHER:

Discussion Item - Baseball and Softball Fields

CLOSED EXECUTIVE SESSION:

For the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel; collective negotiating matters; student disciplinary cases and other matters relating to individual students; pending, probable, or imminent litigation; security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonable potential danger to the safety of employees, students, staff, the public or public property. **THERE MAY BE OR MAY NOT BE ANY ACTION FOLLOWING THE CLOSED EXECUTIVE SESSION.**

ADJOURNMENT:

***The next scheduled Peotone Board of Education - Regular Board Meeting will be
Monday, August 21, 2023 at 6:00 p.m. - Peotone High School - Media Center***



DATE: August 3, 2023

RE: Special Board Meeting

SPEAKER SIGN IN LOG:

*Any person wishing to address the Peotone Board of Education on a topic or concern related to
Peotone Community Unit School District 207U must sign in below:*

Name:

Home Address/Phone:

Topic/Concern:

1. No one signed in to speak -

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____



DATE: August 3, 2023

RE: Special Board Meeting

SPEAKER SIGN IN LOG:

*Any person wishing to address the Peotone Board of Education on a topic or concern related to
Peotone Community Unit School District 207U must sign in below:*

Name:

Home Address/Phone:

Topic/Concern:

9.	_____
10.	_____
11.	_____
12.	_____
13.	_____
14.	_____
15.	_____
16.	_____

ELEMENTARY (6)

Sped	Sarah Acevedo	✓
Kinder	Val Monahan	✓
1st Grade	Kara Norvilas	✓
2nd Grade	Nancy Murray	✓
3rd Grade	Alex Vinezeano	✓
Special/Specialists	Sam Sexton	✓

PEOTONE INTERMEDIATE (2)

4th	Nathalie Harden	✓
5th	Stephanie Wilda	✓
Special Education		Monday

JUNIOR HIGH (6)

ELA	Tena DeGraaf	✓
Math	Tracy Mrozek	✓
Science	Deanna Staley	✓
Social Studies	Patty Heron	✓
Special Education	Laura Stachnik	✓
Specials/Interventionists	Marnie Davis	✓
		not really
		concerns - STEM clubs or StuCo (Wednesdays)

HIGH SCHOOL (8)

ELA	<i>Beth Upton</i>	✓
Math	Kathy Barger	✓
Science	Nicole Phelps	✓
Social Studies	Andrew Butz	✓
Special Education/Interventionists	Colleen Crabbe	✓
PE?	Kerry O'Connell	✓
CTE	<i>Meri Rietman</i>	✓
Fine Arts (Art/Music/Spanish)	Tracy Toepfer	✓
		Beth Upton
		Meri Rietman