

AUTHORIZE PARTICIPATION IN THE AVID SUMMER INSTITUTE PROGRAM AND PAYMENTS TO TRAVEL EVOLUTION AND TWO HOTELS FOR THE RELATED TRANSPORTATION AND LODGING

THE CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Authorize the participation of approximately 230 CPS educators and administrators in the AVID Summer Institute 2006 which will be held in Austin, Texas from June 25-29, 2006 and Atlanta, Georgia from July 8-13, 2006; and authorize payments to the vendors listed below for the related transportation and lodging expenses, in an aggregate amount not to exceed \$250,000. The vendors were selected on a competitive basis pursuant to Board Rule 5-4. Information pertinent to this Program is stated below:

VENDORS:

<p>1. Travel Evolution 6206 West 128th Place Palos Heights, Illinois 60463 Phone: 708-274-3825 Contact Person: Jan Swies Vendor Number: 15645</p>	<p>2. Courtland Hotel LLC, DBA Sheraton Atlanta Hotel 165 Courtland Street Atlanta, GA 30303 Phone: 678-985-9972 Contact Person: Jennifer Dejesus Vendor Number: 24627</p>
<p>3. Embassy Suites 300 South Congress Ave. Austin, Texas 78704 Phone: 512-469-9000 ext 2129 Contact Person: Craig Harms Vendor Number: 81819</p>	

USER: Office of High School Programs
125 South Clark Street, 12th Floor
Chicago, Illinois 60603
Phone: 773-553-2140
Contact Person: Dr. Donald R. Pittman

PROGRAM DESCRIPTION: During the 2005-2006 School Year, Advancement Via Individual Determination (AVID) provided a proprietary curriculum (including materials) and support services (AVID Program) to students and educators in 34 CPS high schools. Under a separate Board Report, this use of the AVID Program is being expanded to a minimum of 10 additional CPS high schools during the 2006-2007 School Year. Approximately 230 educators and administrators from the schools where the AVID Program will be used and the Office of High School Programs need to attend the AVID Summer Institute 2006 to maximize the Board's utilization of the AVID Program, materials and services. Participants at the AVID Summer Institute, will: (1) know and understand the mission of the AVID Program and the role of the AVID academic elective in achieving that mission, (2) know and understand how the AVID Program can be used as a catalyst for a school wide reform effort, (3) understand WIC-R (Writing, Inquiry, Collaboration, Reading) as the basis for instruction across the curriculum, (4) understand the role of the individual as a member of an AVID Program site team, (5) participate with a site team to develop a school wide action plan, and (6) integrate the AVID Program curriculum using school and district vertical teams.

TRAVEL ARRANGEMENTS/TRIP INFORMATION: Transportation arrangements for the AVID Summer Institute 2006 will be made by Travel Evolution. Lodging arrangements will be made directly by CPS with the Embassy Suites Austin, Texas and the Sheraton Atlanta, Georgia.

COST: The estimated per participant cost is for the Summer Institute in Austin, Texas is \$1,032.90 and for Atlanta, Georgia \$1,121.45 which includes transportation and lodging.

AUTHORIZATION: Authorize the General Counsel to include other relevant terms and conditions in any required travel and lodging agreements. Authorize the President and Secretary to execute any such agreements. Authorize the Chief Education Officer to execute all ancillary documents required to administer or effectuate these agreements, if any.

AFFIRMATIVE ACTION: The M/WBE participation goals for this contract are 35% MBE and 5% WBE. In accordance with the Revised Remedial Plan, this vendor has been granted a partial waiver of the MBE participation goals for this contract.

The Vendor has identified and scheduled the following firms and percentages:

Total WBE 5%

Travel Evolution
6206 West 128th Place
Palos Heights, IL 60463

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

FINANCIAL: Charge to Office of High School Programs: \$250,000 Fiscal Year: 2006
Budget Classification: 210-000-1720-5500

GENERAL CONDITIONS:

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

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

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

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

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

Approved for Consideration:

Approved:



Heather A. Obora
Chief Purchasing Officer




Arne Duncan
Chief Executive Officer

Within Appropriation:



John Maiorca
Chief Financial Officer

Approved as to legal form 



Patrick J. Rocks
General Counsel