# North Chicago CUSD 187
## REQUEST FOR PROPOSAL

## Charter School Opportunity
## Opening Fall 2012

Letter of Intent Requested By: November 1, 2011
Final Proposal Due: December 19, 2011

Submit Proposals to:
Superintendent Milton Thompson
2000 Lewis Avenue
North Chicago, IL 60064

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## Overview

North Chicago School District #187 seeks to provide the best possible educational opportunities for the students and families of North Chicago and the Great Lakes Community. Such opportunities must be available to all students, regardless of income, race or country of origin. The School District has faced a number of challenges and setbacks in recent years, especially in areas of student achievement and finances. I am proud to say that we are tackling these issues head on. Last November, the North Chicago School Board entered into an intergovernmental cooperative agreement with the Illinois State Board of Education, under which ISBE and the District will work in close partnership to achieve North Chicago's educational goals. Consistent with our efforts, members of the North Chicago School Board and I are working hard to improve the quality of the District's current educational programs and to begin offering new and exciting educational opportunities to students of the District. The first step of this Renaissance is the creation of a new charter school at Naval Station Great Lakes.

We invite you to submit a proposal for a new charter school serving 500 students at capacity in grades K through 8. The District has a strong preference for a charter school with a focus theme of Science, Technology, Engineering and Mathematics (STEM), but will consider applications with other focuses or themes that will assist in the overall improvement of the School District. The school is expected to be located at a state-of-the-art facility at Naval Station Great Lakes and may serve a substantial number of military students. Site visits will be available to all applicants and are strongly encouraged, as described further in the "Facilities" section of this packet.

Although we welcome applications from all interested teachers, administrators, community and business leaders and entrepreneurs, education management organizations, and non-profit organizations interested in operating a high-quality charter school in North Chicago, preference in the review process will be given to established charter school design teams with a proven track record of successful charter school operation. The successful application will exhibit vision, innovation, and a college preparatory orientation that aligns with North Chicago's renewed efforts to continually grow and improve.

This packet will guide you in the development of your proposal. The RFP consists of nineteen (19) sections falling under the general categories of executive summary; education plan; leadership, oversight, staffing and operations; community involvement; facilities; and finances. Applicants must answer all of the RFP questions in their entirety to be considered. Support will be provided throughout the process by the North Chicago School District and the Illinois Network of Charter Schools (INCS).

Applications will be evaluated by a Charter Evaluation Review Team, composed of the North Chicago Administrative Team, and representatives of the Illinois State Board of Education, the Navy, local community members, and educational and charter sector experts. The review team will make a recommendation to the Superintendent and the Board of Education for authorization of a charter school. Additional details regarding the review process and timeline are included at the end of this packet.

Interested groups are strongly encouraged to submit a non-binding letter of intent to participate in this RFP competition by no later than November 1, 2011. The letter of intent should include the name of

the proposed charter school, the name, phone number, and e-mail address of the primary contact for the proposed charter school, and a brief description of the proposed charter school. Any additional information or changes to the conditions of this RFP will be posted on the District's website and communicated to any contacts listed on the letters of intent.

If you have any questions about the application process, please contact Celia Schneider, Administrative Assistant to Superintendent Milton B. Thompson, at (608) 689-8150. Thank you for your interest in partnering with us to establish a great district and a great charter school.

Sincerely,

Milton B. Thompson

Milton Thompson
Superintendent

# RFP

## 1. Executive Summary

The Executive Summary should be a stand-alone document that gives a succinct narrative overview of the application.

***For Design Teams that do not currently operate a school (2 pages)***

*(Complete only 1a – 1d)*

a. **Mission and Vision**: State the mission of the proposed school that is aligned with the given vision. Emphasize the unique, innovative and/or research-driven elements of your school.

b. **Educational Plan**: Briefly describe the educational program of the proposed school, including related instructional methods.

c. **Leadership/Oversight**: Highlight the strengths of your leadership team. Explain how the proposed oversight model (i.e. Board of Directors, School Advisory Body, etc.) will help ensure optimal student performance and achievement. Explain how this structure will ensure consistency in school oversight over the five year contract for your school.

d. **Community/Local Connections**: Please refer to the "Community Involvement" section of the RFP, which describes the North Chicago Community and outlines assets and challenges. Describe your vision for a charter school that will respond to the unique needs of this community. Describe community partnerships and strategies to render community support.

***For operators who currently run one or more schools (3 pages)***

*(Complete 1a – e)*

e. **Portfolio of Existing Schools**: Please provide the following:

i. Number of school(s)/campus(es) and total number of students served;
ii. Cities served;
iii. Grade levels served;
iv. Unique school themes or models in your organization's portfolio; and
v. If currently running schools, please report on success rate, financial stability, impact on community and references.

# EDUCATION PLAN

The Education Plan should outline the proposed school's instructional methods, educational philosophy, performance assessment plan, parental involvement and professional development strategy.

## 2. Curriculum *(5-10 pages)*

a. **Curriculum Map and Summary**: Provide a brief description of the curriculum, including a course scope and sequence by subject for each grade level to be served. In addition, please identify course outcomes and a clear alignment with Illinois Learning Standards. Note that fine arts should be imbedded within the curriculum.

b. **Track Records of Proposed Curriculum**: Provide evidence that the proposed curriculum is research-based and has been or will be effective for the proposed target population.

c. **Instructional Strategies**: Describe the specific instructional strategies that will be implemented at your school to support the education plan and why they are well suited for the needs of the

population you plan to serve. Describe the methods and systems that teachers will use to provide differentiated instruction to all students.

d. **Remediation and Accelerated Learning**:

i. Describe the anticipated performance levels and academic needs of the students you intend to serve.

ii. Describe how the school will identify and assess below grade-level students upon enrollment and on an ongoing basis.

iii. Describe the specific programs, supports and opportunities that will be provided to meet the needs of students who are performing below grade level.

iv. Describe how the school will identify and assess accelerated students upon enrollment and on an ongoing basis.

v. Describe the specific programs, supports and opportunities that will be provided to meet the needs of accelerated students.

vi. Describe the specific programs, supports and opportunities that will be provided to meet the needs of transient military students.

e. **Curriculum and Development Plan**: Submit a timeline that outlines succinct plans to develop curriculum for the proposed school during the planning phase.

f. **Parental Involvement Plan**: Describe specific strategies that will be implemented to foster parent engagement and accountability along with a plan for supplemental adult support for those students who do not have access to parental support.

g. **Technology**: Describe strategies for the use of technology, capital start-up and on-going use.

h. **Co-Curricular Programs**: Describe specific strategies to provide co-curricular programs.

3. **School Culture and Climate *(2 pages)***

a. **Description of Culture/Climate**: Describe the culture/climate envisioned for the proposed school. How will the school promote a positive academic environment and reinforce student intellectual, social and emotional development? What will be targeted class sizes?

b. **Social and Emotional Needs**: Describe the social and emotional services that you expect will be needed by your students. Describe how school staff and administration will collaborate in the identification of these needs and the programs, resources, and services that will be provided to meet the social and emotional needs of the student population. Describe any specific strategies that will be utilized by the school to address the unique social and emotional needs of military students and the ways in which the school will address the challenges of frequent transitions and multiple deployments of military families.

c. **School Calendar/Schedule**: Provide a proposed year-round school calendar and daily schedule of classes and academic and non-academic programs. (Additional, and/or longer school days and possible use of Saturdays should be included).

d. **Policies:** Describe and/or attach proposed school policies as they relate to promotion, graduation, student discipline, student safety and school safety.

4. **Performance Assessments and School-Wide Data (2-5 pages)**

a. **Performance Assessment Plan**: Identify the types and frequency of regular interim performance assessments and school-wide data that will be used to support critical decision-making processes for the proposed school. Identify the specific tests that will be used for each

grade level, the timing of their administration and the rationale for their selection. Identify how the Personal Education Plan will be used to identify, document and record progress of academic and personal goals for each student.

b. **Data-Driven Programs and Instruction**: Describe the process through which school administrators and teachers will review standardized tests and other unique interim and/or annual standards/assessments to facilitate data-driven decision making. Describe how findings from this data review will be used to identify re-teaching needs as well as programmatic, grade level and school-wide areas for improvement, including: instruction, curriculum, professional development, parental involvement, etc. More specifically, discuss strategies for on-going student performance assessment and how data will help teachers to serve students who are falling behind and/or students who require additional rigor.

**5. Professional Development *(5 pages)***

a. **Professional Development Program**: Describe the goals of the professional learning program for teachers at the proposed school.

i. Include the number of hours/days of professional learning to be included during induction.

ii. Discuss what will be covered during this induction period and how teachers will be prepared to deliver any unique or particularly challenging aspects of the curriculum and instructional methods.

iii. Describe the number of hours/days for professional learning throughout the school year and how the school's calendar, daily schedule, and staffing plan will be structured to accommodate this plan.

iv. Specify when teachers will have common planning time and how this time will be used and monitored.

v. Describe how the professional learning program will be evaluated to assess the program's success (i.e. the equitable support of all students, including students with disabilities, accelerated students, and military students; levels of parent involvement; etc.).

vi. Discuss how teachers will be evaluated regularly based on their performance and the impact this will have on professional learning.

vii. Describe how teacher leaders will be developed; please include your plan for a mentoring/induction program.

viii. Discuss how the professional learning program will be aligned with the interim assessment process and adjusted during the year to address areas of need that are identified.

b. **Faculty Work Plan**: Present a plan that will demonstrate how the school will build professional capacity within its staff to realize the proposed educational plan. Describe how the professional development schedule will align with the proposed curriculum timeline.

**6. Student Recruitment *(1 page)***

a. **Enrollment Chart**: As noted above, North Chicago seeks to establish an elementary school that at maximum capacity will serve 500 students in grades K through 8. Please provide an

enrollment chart that details the number of students and the grades you seek to serve in years one through five and at capacity at the proposed school. Provide a brief narrative statement regarding your rationale for the school's projected enrollment for years one through five. Note that preference will be given to applications that meet the following District objectives with respect to any enrollment plan: (i) the plan will phase in grade levels over the term of the charter; and (ii) the plan focuses on serving the needs of the middle school grades first (e.g., school opens up with grades K-2 and 5, 6 only, and scales up to K-8 capacity over the initial term of the charter).

b. **Student Recruitment Strategy**: Explain how the proposed school will successfully attract a broad range of youth throughout the community it will serve, including students with disabilities.

c. **Admissions Policy**: Describe the proposed school policy and procedures for admissions (including lotteries), as well as for student waiting lists, withdrawals and transfers.

**7. Serving Specialized Populations *(4 pages)***

a. **Specialized Instruction**: Articulate how the curriculum/educational program of the proposed school will meet the unique needs of all enrolled students, including students with disabilities, students with Individual Education Plans (IEPs), English Language Learners (ELL), and transient military students. Discuss how course scope and sequence, daily schedule, staffing plans and available student supports will be flexible and adjusted to support these student populations in questions i-vi below. Answers to the following questions should specifically discuss unique and supplemental ways for serving these populations.

i. Explain how the proposed school will assess, review, revise and implement IEPs.
ii. Describe how the proposed school will provide a free, appropriate public education in the least restrictive environment to students with disabilities.
iii. Describe how the proposed school will accommodate students with disabilities who require extended school year services.
iv. Explain how the proposed school will meet the needs of students in at-risk situations, including but not limited to low achievement, poverty, behavioral issues, truancy, homelessness, substance abuse, pregnancy, violence and mental health issues.
v. Explain how the proposed school will identify and meet the needs of ELL students, including curriculum and instruction programs/practices to accommodate this group.
vi. Explain how the proposed school will meet the needs of transient military students and their families.

## LEADERSHIP, OVERSIGHT, STAFFING AND OPERATIONS

This section should present an overview of the proposed school's leadership, oversight model (i.e. Board of Directors, School Advisory Body, etc.), staff plans, and operations. In your answers, provide evidence of the proposed school's leadership and management capacity to handle new school startup and other operational challenges.

**8. Design Team Capacity *(1 page)***

List the members of the Design Team completing this proposal. Provide evidence as to why this team has the collective capacity to successfully perform all tasks needed to open a new school.

**9. School Oversight *(4 pages)***

a. **Board Structure**: Describe the structure and primary role of the Governing Board to be implemented at the proposed school. Discuss the Design Team's role in interacting with or participating on the Governing Board during the start-up of the school and beyond. Discuss how the Governing Board will support the proposed school's mission, how often it will meet, and how it will monitor the performance of the school.

b. **Board Membership**: Identify the desired composition of the Governing Board, including key skills and constituencies that will be represented and any members of the Governing Board that have already been identified. Discuss how and when members will be recruited and selected. Describe any board training you will provide.

c. **School Level Committees**: Describe any advisory councils or committees you plan to have at the new school. Explain the role, planned membership and reporting structure of these councils or committees as they relate to the Governing Board and school leadership.

**10. Leadership *(1 page)***

Identify the principal/school leader candidate, if known, and explain why this individual is well qualified to deliver your school's unique mission and design. If the candidate is unknown at this time, describe the qualifications sought, the timeline for selection and plans for recruiting, hiring and developing the principal/school leader.

**11. Staffing Plan *(3 pages)***

a. **Staffing Model**: Provide a description of the students per classroom, teachers and aides per classroom and ratio of adults to students for your proposed school. Include all academic and non-academic personnel and the number and type of positions.

b. **Leadership Team Beyond the Principal**: Identify any other leadership positions, such as assistant principals, master teachers, business manager, professional development and/or curriculum coordinator planned for this school. If known, please identify the individuals who will fill these roles and why they are uniquely qualified. If still seeking to fill these positions, provide a timeline and criteria.

c. **Recruitment of Teaching Staff**: Identify any teachers who have already been recruited and committed to teaching at the proposed school. Describe your Design Team's strategy and timeline for recruiting, hiring and developing the proposed school's teaching staff. Include the selection criteria, planned mix of experienced and newer teachers, and any unique considerations needed to support your school design.

**12. Operations**

a. **School Operations Experience:** Describe your Design Team's experience with aspects of school operations as they relate to finances, facilities, payroll, lunch room management, after-school programs and all similar non-academic aspects of running a school. If proposing to use outside entities for these services, identify them and provide the relevant qualifications of these entities.

b. **School Operations Plan:** Briefly explain how operational services will be delivered to the proposed school, including a specific timeframe, plan and relative cost structure. Complete the table below outlining what individual or organization will perform specific operational functions,

and indicate who at the school will be responsible for managing or overseeing each of these operational areas, as well as his or her role at the school.

| SERVICE | Planned Provider or Provider Type | School Staff Responsible | Timeline for Securing Service | Estimated Costs |
|---|---|---|---|---|
| Accounting and Bookkeeping | | | | |
| Auditing | | | | |
| Custodial/Maintenance | | | | |
| Food Service | | | | |
| Healthcare | | | | |
| Insurance | | | | |
| Payroll | | | | |
| Security | | | | |
| Transportation | | | | |
| Other | | | | |

c. **Operations Management Timeline and Start-up Plan:** Provide the timeline and schedule for the activities your team will follow to ensure a successful school opening, from approval until opening.

**13. Supporting Documents *(Attach in Appendix)***

***For Design Teams that do not currently operate a school***
*(complete only 13a-13e as applicable)*

a. **Resumes**: Attach resumes of the following individuals ***(no page limits; attach in Appendix)*:**

i. Members of the Design Team;
ii. Members of the proposed oversight and/or advisory structure;
iii. Principal/school leader and other key academic leaders (where hired);
iv. Key instructional staff (where hired); and
v. Individuals who have made substantial contributions to this proposal but who will not participate in the oversight or administration of the proposed school (i.e. advisors; consultants).

b. **School and Board/Advisory Organizational Charts *(2 pages; attach in Appendix)*:** Provide a comprehensive organizational chart showing lines of authority among school leadership staff (i.e. principal/instructional leader, operational leaders, and other key leaders), and the oversight and/or advisory structure (including Local Governing Board or other school advisory bodies) for the proposed school.

c. **Job Descriptions *(10 pages; attach in Appendix)*:** Provide appropriate job descriptions for the principal, assistant principal, teachers, business manager, and/or other leadership positions at

the proposed school. Include responsibilities, qualifications, and required levels of experience for each position.

d. **Organizational Documents *(no page limit; attach in Appendix)*:**

   i. The Bylaws proposed for the school's Board, or an outline of the same;
   ii. A copy of the Articles of Incorporation for the entity proposing to hold the charter or contract for the school; and
   iii. Proof of filing for 501(c)3 status by the applying entity.

e. **Personnel Policies *(5 pages; attach in Appendix)*:** Provide an overview of proposed personnel policies for your school related to hiring, training, salaries, work schedules, performance evaluation and retention criteria.

***For operators who currently run one or more schools (Charter or Contract)***
*(Complete 13a-13f as applicable)*

f. **Personnel Handbooks**: Attach current school or staff handbooks in the Appendix. Indicate any changes you would propose regarding the use of these handbooks in your proposed school.

## COMMUNITY INVOLVEMENT

North Chicago and the Great Lakes Community is a diverse and vibrant urban community located approximately 45 minutes north of Chicago. In the 2010-2011 school year, the District served approximately 4000 children of North Chicago and the Naval Station Great Lakes. The District consists of five elementary schools, one pre-K and Kindergarten school, a Sixth Grade Center, the Neal Math and Science Academy serving 7th and 8th grades, and one high school—North Chicago High School. In terms of basic student demographics, the student body is predominantly Hispanic (47%), but Black (43%), White (7%), Asian (1.2 percent), and other racial and ethnic groups are also represented. Many North Chicago students qualify for public aid in the form of free or reduced-price lunches and 65 percent of the District's students are classified as Low-Income. In addition, with an ever-growing Hispanic population, over 20 percent of the student body is identified as having Limited-English Proficiency. Finally, due to the mobile nature of the District's military population, North Chicago has a higher than average mobility rate of 26 percent.

The community has a number of unique assets that may impact the operation of a charter school. First, as discussed, North Chicago is home to the Naval Station Great Lakes and the Navy is engaged as an active partner of the District. More than 25,000 military and civilian personnel work, train and live on this base. In addition, several colleges and universities are located in close proximity to North Chicago, including the College of Lake County, Lake Forest College, Robert Morris University, Rosalind Franklin University of Medicine and Science, Trinity International University, and others. Finally, there is a vibrant business community adjacent to the District, typified in large part by the presence of Abbott World Headquarters, a pharmaceuticals and health care company.

The District also faces serious challenges, especially in areas of finance and student achievement. Specifically, the District has found itself on the State's Academic Watch list in each of the last few years, and the District's most recent Annual Financial Report reflects significant deficit spending. Nevertheless, transformation efforts in the District are well underway. In November 2010, the District 187 School Board entered into a voluntary cooperative partnership with the Illinois State Board of Education that gives ISBE significant control over the District's planning and operations. Pursuant to this agreement, North Chicago has selected Academy for Urban

School Leadership ("AUSL") as a lead partner in turnaround efforts at the North Chicago High School. ISBE is also working with the District on the implementation of multiple improvement plans in such areas as Board member training and operations, financial operations, instructional improvement, staffing needs, and facilities. North Chicago School District #187, ISBE, AUSL, and other partners are now working hand-in-hand to meet the educational goals of the District. There is a renewed optimism and high expectations for the School District across the community. In this section of the RFP, you are asked to describe your vision for a charter school that will meet the needs of this particular community.

**14. Community Engagement Strategy *(5 pages plus attachments)***

a. **Background**: Describe your team's history and experience in working with similar communities, including any experience working with military families. Describe your rationale for targeting this community and provide an explanation for why the proposed school fits the needs and expectations of the community. If your team has a linkage or commitment to a specific part of the community, describe that relationship as well.

b. **Support:** Demonstrate any existing connections, partnerships, or correspondence that your team has established within the community. Provide a list of any community leaders, groups, organizations, businesses, institutions or individuals that have pledged their support. If applicable, attach any petitions or similar documents from community residents, parents, businesses and leaders in your Appendix.

c. **Vision**: Describe your Design Team's vision for community involvement in the proposed school and the role of key community partnerships throughout the first five years of the school. How will the school leadership team plan for and implement this vision? How will these partnerships further the mission and vision of the school? Who will manage and cultivate these partnerships?

d. **Ongoing Community Inclusions**: Discuss specific ways in which parents and community members will be included in the ongoing success of the proposed school. Describe opportunities for parents and families to engage in and help support the proposed school. Describe any programs, resources or services that the school will seek to provide for parents and community members.

## FACILITIES

**15. Space Requirements**

District 187 intends for the Charter School to be located in Building 130H, a property located at Naval Station Great Lakes (the "Facility"). The total space that may be available for use by the Charter School is a portion of an existing 120,000 Net Square Foot facility, as well as the surrounding space for outside recreation and instruction for students attending any school housed in the Facility. Applicants are strongly encouraged to schedule a site visit of the Facility during the application process to determine how the space may be best apportioned to meet the charter's goals, to identify any building modifications and upgrades that may be necessary prior to charter school occupancy, and to identify potential operational constraints. In order to schedule a site visit, please contact the Superintendent's Office and we will coordinate with the Navy to identify a date and time for the visit to take place.

a. **Navy Facility Usage *(2 page narrative plus draft floor plan)*:** Specify your school's space requirements (number of classrooms, administrative offices, program specific space, etc.) and describe how the Facility will accommodate the school through the five-year term of its Agreement or Plan. Design teams should keep in mind that the Charter School may be the sole

occupant or the building may be shared with another District 187 school or District 187 administrative spaces. Note that if another District 187 school is introduced in the Facility, this will not occur until the Charter School has established itself following several years of operation. Applicants should describe in detail how they would utilize the space to support their business plan and to maximize academic goals. In addition to a narrative, applicants should submit a draft floor plan indicating how the space will be apportioned. Applicants should utilize Appendix 2 ("Site Plan"), Appendix 3 ("First Floor Plan") and Appendix 4 ("Net Square Foot – Room Information") in responding to this question.

b. **Alterative Site *(1 page)*:** Please note that at this time, a lease agreement between North Chicago School District #187 and the Navy for the use of the Facility has not been finalized. Please indicate if your interest in applying for a charter school is contingent on the availability of this Facility. Note that an affirmative response will not affect your chances of selection as an operator. If the availability of the Navy Facility is not a requirement, please identify a secondary or back-up facility for the proposed school in the event that the District no longer has access to the Navy Facility. With respect to such independent site, please specify the address and general description of the property, including its current owner and previous use.

c. **Required documents**. Note that whether using the Navy Facility or an alternative site, any successful charter development team will have to provide the following information within 60 days following approval of proposal:

   i. An Inspecting Architect's Report and ADA Compliance Report to be completed by a North Chicago School District # 187 approved architect.
   ii. Evidence that the site is or will be secured (Letter of Intent or Memorandum of Understanding), including proof of fiscal accountability and capacity to meet lease, purchase, and/or operating requirements.
   iii. A plan detailing how rehabilitation work will address issues raised by the architect, meet application building codes, and support the proposed school's educational program, including: the scope of work to be completed; a description of persons/managing parties responsible for project management and related qualifications; a project timeline for any necessary renovations; and a budget for facility development indicating projected costs and sources of revenue to cover costs.

**16. ADA Accountability *(1 page)*:** The ADA and Section 504 of the Rehabilitation Act prohibit discrimination on the basis of disability and require accessibility in all aspects of school operations, including employment, buildings, programs and activities, communications, and information technology. Indicate which school leader will be responsible for the following:

a. Addressing accommodations in hiring and employment;

b. Ensuring relocation of activities from any inaccessible room or space identified on the ADA report;

c. Obtaining accommodations for parents or visitors to school events who have hearing or visual impairments; and

d. Ensuring that the proposed school website and all information technology in the proposed school, including hardware, software and web-based applications are accessible to persons with disabilities.

## FINANCES

The finances section should provide an overview of the financial projections for the proposed school, including additional financial resources that may be needed for start-up and beyond, as well as identification of current or prospective business and/or foundation partners and a description of financial control systems.

**17. Financial Forms**

a. **Budget narrative:** Provide an electronic (Excel via CD) and paper submissions of a budget narrative that addresses key assumptions and principles used to develop your financial models, providing context for budgeting plans and ensuring alignment with the mission, vision and overall strategic development of the proposed school. The required budget narrative form will be available at the Superintendent's Office by no later than November 1, 2011.

b. **Budget Schedule**: Provide an electronic (Excel via CD) and paper submissions of a Financial Schedule for the proposed school. The Financial Schedule template will be available at the Superintendent's Office by no later than November 1, 2011.

When completing your financial forms, please consider the following:

Under the Illinois Charter Schools Law, charter schools must receive not less than 75 percent and not more than 125 percent of the local school district's per capita student tuition, multiplied by the number of students residing in the district who are enrolled at the charter school. 105 ILCS 5/27A-11(b). Per the District's FY10 Annual Financial Report, the per capita student tuition charge for North Chicago School District #187 is currently $10,307 (rounded).

Appendix 1 lists estimated one-time and recurring/preventative maintenance costs that may be associated with the use of the Navy Facility as the site for a charter school. These costs should be factored into the charter operator's financial projections. Note that the District, the Illinois State Board of Education, and other partners are committed to working with the successful applicant to identify sources of funds to cover these costs.

**18. Business and/or Foundation Partners *(1 page)*:** All applicants must provide evidence of existing business and/or foundation partnership(s) to ensure sufficient financial support for the project. List all current or prospective business and/or foundation partners and provide evidence of their level of engagement.

**19. Internal Financial Controls *(2 pages)*:** Describe plans to ensure fiscal soundness and legal compliance for the proposed school. Specifically, address the financial system and monitoring process that will be used. Specify the reports to be generated and the frequency and the party responsible for generating. Describe fiscal review and monetary processes for the school, who will be responsible, and qualifications needed for this role.

**Thank you for completing the North Chicago CUSD 187 RFP. Your commitment to the North Chicago and Great Lakes Community is greatly appreciated.**

# PROPOSAL REVIEW PROCESS AND TIMELINE

| | |
|---|---|
| Release of RFP | October 18, 2011 |
| Letter of Intent Due | November 1, 2011 |
| RFP Full Proposal Due | December 19, 2011 |
| Public Review of Proposal | Dec. 2011 – Feb., 2012 |
| Evaluation of RFP Proposal | February, 2012 |
| Selection of RFP – Charter Holder | February, 2012 |
| Recommendation to Superintendent | March, 2012 |
| Approval by Board of Education | March 5, 2012 (latest date) |
| Opening of School | August, 2012 |

# Appendix 1

## Summary of Estimated Facilities Costs

As noted in the RFP, the Navy has provided the District with information regarding estimated one-time and recurring/preventative maintenance costs that may be associated with the use of the Navy Facility as a site for a charter school. This list is not intended to be exhaustive and is subject to change. Additional information regarding estimated costs associated with the use of the Navy Facility will be shared with RFP applicants as such information becomes available.

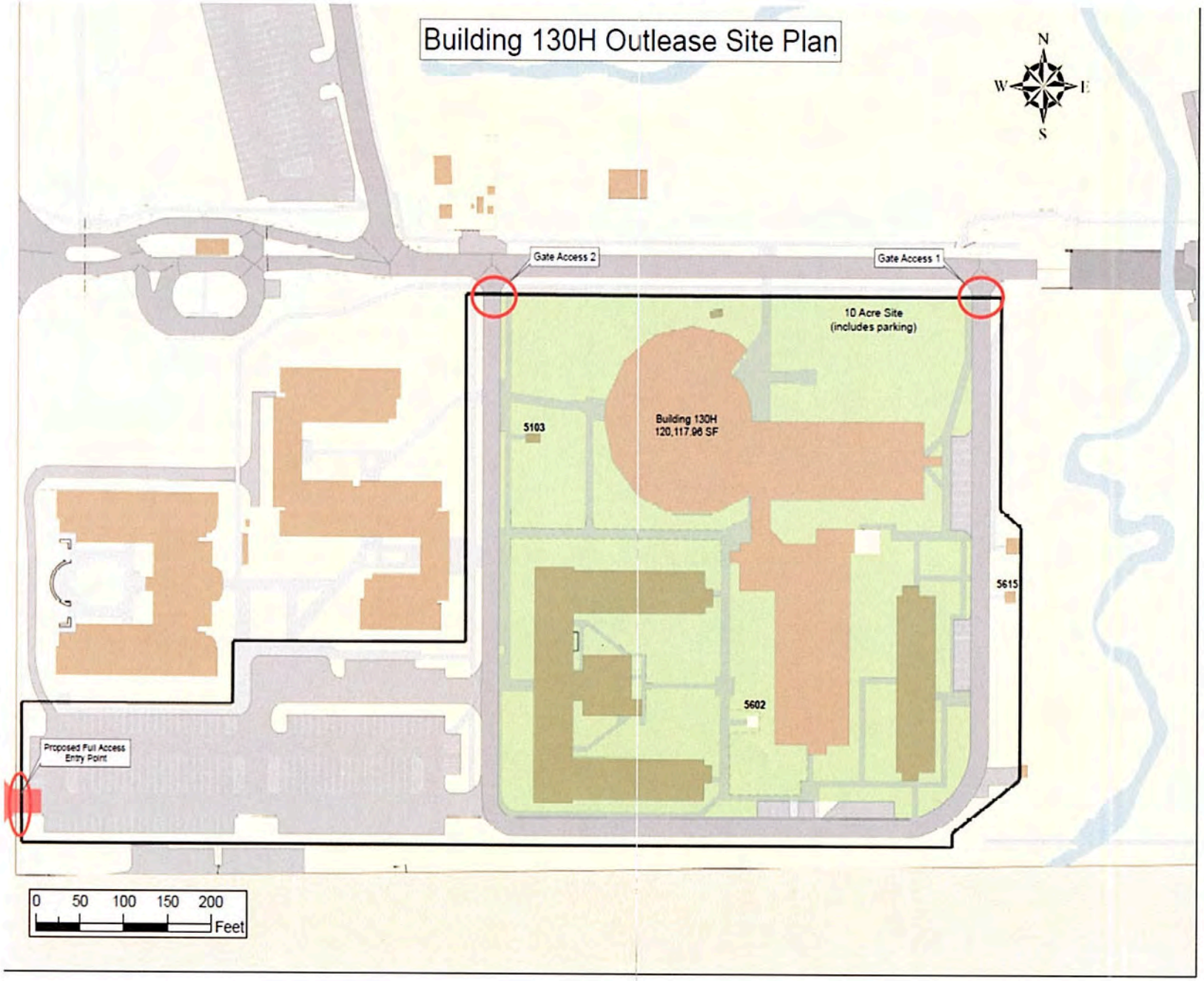
Please note that North Chicago School District #187, the Illinois State Board of Education, and our other partners are committed to working with the successful applicant to identify sources of funds to cover these costs.

- **$200,000 - $500,000** to fund the perimeter fence, gate, and Naval Base access drive modifications that will allow full access to the Charter School by students, families, faculty, etc.

- **$20,000 - $50,000** in recurring/preventative maintenance for the building, not including janitorial or grounds maintenance (note that these costs are estimated for the full use of the building, and will need to be adjusted *pro rata* to reflect the actual square footage used by the charter operator).

- Annual utilities costs that again will depend on the actual square footage used by the charter operator.

# Appendix 2
# Site Plan




NAVAL STATION
GREAT LAKES

**FOUO**

Legend

- Proposed Fence
- Proposed Road
- Existing Structure
- Recreation
- Existing gate
- Existing fence
- Road
- Bridge
- Parking
- Pedestrian sidewalk
- Water Course
- Installation boundary

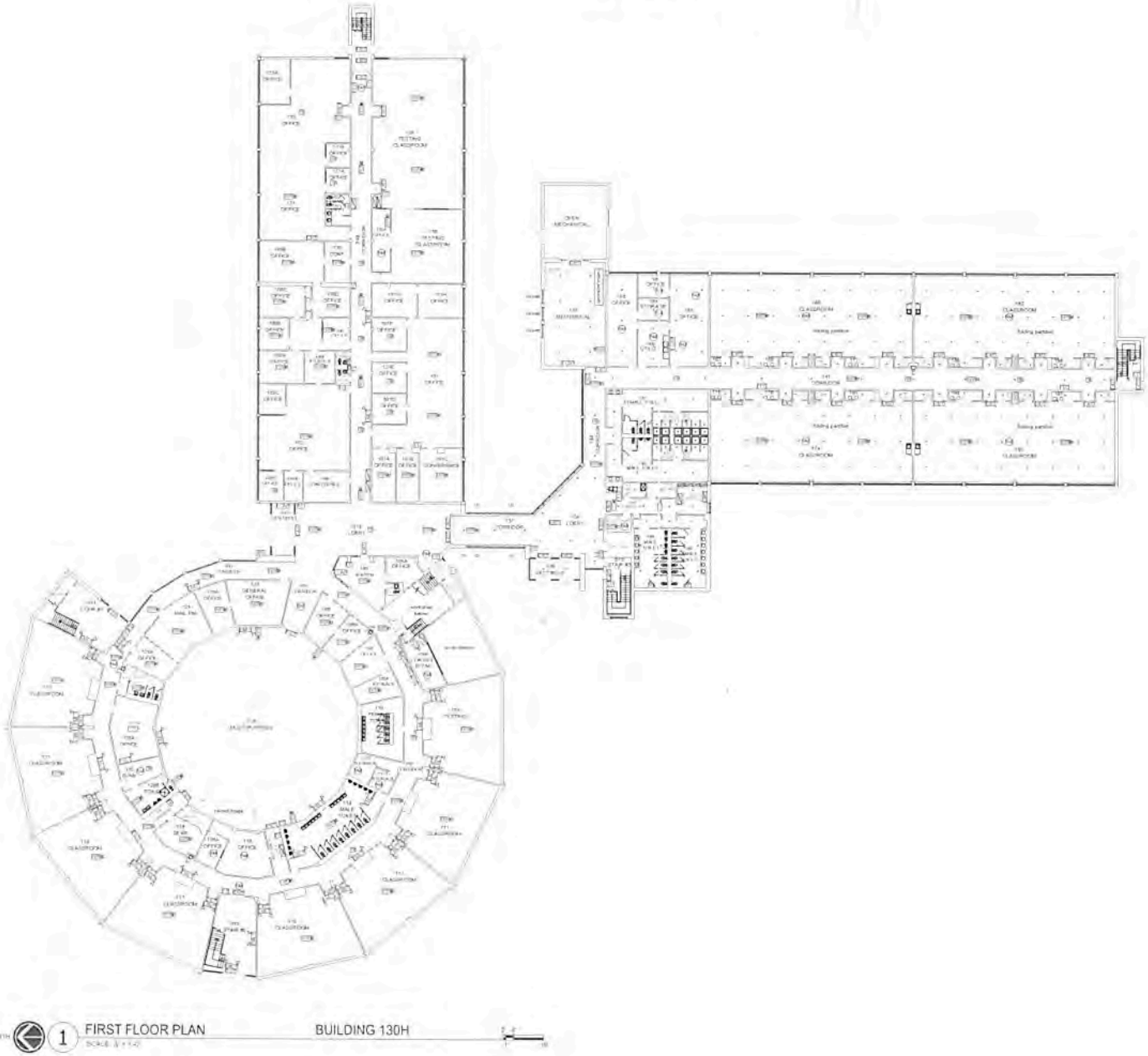

Naval Station Great Lakes
AM-Building 2016
2625 Ray Street
Great Lakes, IL 60088-3147
(847-688-5395 x146)

P.O.C.: Valerie Hastings
valerie.hastings@navy.mil


7 October 2011

Midwest GeoReadiness Center

# Appendix 3
# First Floor Plan




**Building 130H**
**First Floor Plan**

Commander Navy
Region MidWest
GeoReadiness Center

Legend / Notes

**BUILDING DATA**

Total Gross Sq. Ft. : 84,368 ( sq ft (First Floor)
Floor Overall Exterior Dimensions
Building Overall Exterior Height

**Symbol Legend**

- TWIN HEAD EMERGENCY LIGHT
- EMERGENCY LIGHT
- EXIT SIGN
- FIRE PULL
- FIRE ALARM CONTROL/ANNUNCIATOR
- FIRE ALARM HORN-STROBE (AUDIBLE & VISUAL)
- FIRE ALARM STROBE (VISUAL)
- FIRE ALARM HORN (AUDIBLE)
- FIRE EXTINGUISHER (FREE STANDING)
- FIRE EXTINGUISHER IN CABINET
- FIRE EXTINGUISHER WALL MOUNTED
- SMOKE DETECTOR
- FIRE SPRINKLER
- FIRE SPRINKLER (WALL MOUNTED)
- FIRE DEPT CONNECTION
- FIRE DEPT. VALVE CONNECTION IN CABINET
- FIRE DEPT. RISER W/ CONNECTION
- FIRE HOSE CABINET
- FIRE DEPT. KNOX BOX
- ELECTRICAL PANEL (PANEL INDICATION IF AVAILABLE)
- AUTOMATED EXTERNAL DEFIBRILLATOR

GeoReadiness Center
Camp Atterbury
Building 2010
3800 Highway 141
Edinburgh, IN 47022-9501

NORTH

Drawing Scale: 1/16" = 1'-0"

Drawing Creation Date: 04 NOVEMBER 2010

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# Appendix 4
## Net Square Foot - Room Information

| ROOM_NO | DESCRIPTION | SPACE_FUNCTION_DESCRIPTION | FLOOR_LEVEL_CODE | NET_SQ_FEET |
|---|---|---|---|---|
| 124A | OFFICE | OFFICE | 1 | 183.58 |
| 115 | CLASSROOM | CONFERENCE / CLASSROOM | 1 | 1064.13 |
| 117 | CLASSROOM | CONFERENCE / CLASSROOM | 1 | 1056.99 |
| 167 | CLOSET | GENERAL STORAGE | 1 | 28.06 |
| 168 | CLOSET | GENERAL STORAGE | 1 | 41.95 |
| 169 | CLOSET | GENERAL STORAGE | 1 | 21.05 |
| 172 | CLOSET | GENERAL STORAGE | 1 | 41.95 |
| 171 | CLOSET | GENERAL STORAGE | 1 | 21.05 |
| 173 | CLOSET | GENERAL STORAGE | 1 | 23.08 |
| 184 | CLOSET | GENERAL STORAGE | 1 | 23.08 |
| 185 | CLOSET | GENERAL STORAGE | 1 | 46.13 |
| 186 | CLOSET | GENERAL STORAGE | 1 | 21.05 |
| 187 | CLOSET | GENERAL STORAGE | 1 | 21.05 |
| 188 | CLOSET | GENERAL STORAGE | 1 | 41.95 |
| 189 | CLOSET | GENERAL STORAGE | 1 | 27.5 |
| 198 | CLOSET | GENERAL STORAGE | 1 | 27.47 |
| 197 | CLOSET | GENERAL STORAGE | 1 | 41.95 |
| 196 | CLOSET | GENERAL STORAGE | 1 | 21.05 |
| 195 | CLOSET | GENERAL STORAGE | 1 | 21.05 |
| 181 | CLOSET | GENERAL STORAGE | 1 | 25.67 |
| 193 | CLOSET | GENERAL STORAGE | 1 | 25.67 |
| 194 | CLOSET | GENERAL STORAGE | 1 | 46.13 |
| 180 | CLOSET | GENERAL STORAGE | 1 | 41.95 |
| 131 | OFFICE | OFFICE | 1 | 971.2 |
| 131A | OFFICE | OFFICE | 1 | 93.92 |
| 131B | OFFICE | OFFICE | 1 | 88.6 |
| 049A | FEMALE STAFF TOILET | RESTROOM | 1 | 115.32 |
| 135 | TESTING CLASSROOM | CONFERENCE / CLASSROOM | 1 | 2054.03 |
| 136A | OFFICE | OFFICE | 1 | 173.13 |
| 136 | TESTING CLASSROOM | CONFERENCE / CLASSROOM | 1 | 836.08 |
| 101G | OFFICE | OFFICE | 1 | 230 |
| 101H | OFFICE | OFFICE | 1 | 230.97 |
| 101F | OFFICE | OFFICE | 1 | 172.4 |
| 101E | OFFICE | OFFICE | 1 | 159.39 |
| 101D | OFFICE | OFFICE | 1 | 159.4 |
| 101 | OFFICE | OFFICE | 1 | 1270.97 |
| 101A | OFFICE | OFFICE | 1 | 191.51 |
| 101B | OFFICE | OFFICE | 1 | 179.21 |

# Appendix 4
## Net Square Foot - Room Information

| | | | | |
|---|---|---|---|---|
| 101C | CONFERENCE | CONFERENCE / CLASSROOM | 1 | 346.3 |
| 105 | WATCH | OFFICE | 1 | 292.12 |
| 105B | TOILET | RESTROOM | 1 | 23.28 |
| 105A | OFFICE | OFFICE | 1 | 130.5 |
| 107A | STAIR | CIRCULATION | 1 | 31.7 |
| 113 | CLASSROOM | CONFERENCE / CLASSROOM | 1 | 1057.04 |
| 111 | CLASSROOM | CONFERENCE / CLASSROOM | 1 | 1057.05 |
| 12 | VESTIBULE | CIRCULATION | 1 | 73.6 |
| 103 | ELECT. CLOSET | MECHANICAL | 1 | 54.6 |
| 10 | STAIR #2 | CIRCULATION | 1 | 542.6 |
| 119 | CLASSROOM | CONFERENCE / CLASSROOM | 1 | 1057.1 |
| 121 | CLASSROOM | CONFERENCE / CLASSROOM | 1 | 1050.9 |
| 123 | CLASSROOM | CONFERENCE / CLASSROOM | 1 | 1057.1 |
| 011A | STAIR #1 | CIRCULATION | 1 | 88.7 |
| 11 | STAIR #1 | CIRCULATION | 1 | 457.9 |
| 90 | CORRIDOR | CIRCULATION | 1 | 386.97 |
| 126 | GENERAL OFFICE | OFFICE | 1 | 377.7 |
| 126A | OFFICE | OFFICE | 1 | 194.89 |
| 125 | MAIL RM. | GENERAL STORAGE | 1 | 389.22 |
| 122 | MALE STAFF TOILET | RESTROOM | 1 | 159.8 |
| 120A | OFFICE | OFFICE | 1 | 412.47 |
| 120 | BUNK | GENERAL STORAGE | 1 | 148.23 |
| 120B | TOILET | RESTROOM | 1 | 106.57 |
| 38 | CORRIDOR | CIRCULATION | 1 | 106.57 |
| 118 | GEAR | GENERAL STORAGE | 1 | 259.1 |
| 116A | OFFICE | OFFICE | 1 | 107.22 |
| 116 | OFFICE | OFFICE | 1 | 347.93 |
| 39 | CORRIDOR | CIRCULATION | 1 | 107.72 |
| 114 | MALE TOILET | RESTROOM | 1 | 652.41 |
| 107B | CONTROL ROOM | OFFICE | 1 | 186.1 |
| 109 | TESTING | CONFERENCE / CLASSROOM | 1 | 1057.03 |
| 112B | STORAGE | GENERAL STORAGE | 1 | 91.08 |
| 112A | STORAGE | GENERAL STORAGE | 1 | 67.29 |
| 110 | FEMALE TOILET | RESTROOM | 1 | 359.31 |
| 108A | STORAGE | GENERAL STORAGE | 1 | 149.06 |
| 108 | OFFICE | OFFICE | 1 | 218.08 |
| 106A | OFFICE | OFFICE | 1 | 173.33 |
| 106 | OFFICE | OFFICE | 1 | 195.07 |
| 37 | CORRIDOR | CIRCULATION | 1 | 192.51 |

# Appendix 4
## Net Square Foot - Room Information

| | | | | |
|---|---|---|---|---|
| 128 | MULTI PURPOSE | CONFERENCE / CLASSROOM | 1 | 5007.5 |
| 92 | CORRIDOR | CIRCULATION | 1 | 2596.35 |
| 15 | STAIR #5 | CIRCULATION | 1 | 202.9 |
| 49 | CORRIDOR | CIRCULATION | 1 | 1377.1 |
| 205 | TOILET | RESTROOM | 2 | 158.17 |
| 212 | OFFICE | OFFICE | 2 | 198.9 |
| 208 | WOMENS TOILET | RESTROOM | 2 | 340.56 |
| 206 | OFFICE | OFFICE | 2 | 834.29 |
| 206B | STORAGE | GENERAL STORAGE | 2 | 52.43 |
| 204A | OFFICE | OFFICE | 2 | 1081.27 |
| 230 | STAIR #6 | CIRCULATION | 2 | 88.85 |
| 214 | MENS TOILET | RESTROOM | 2 | 652.41 |
| 215A | STAIR #5 | CIRCULATION | 2 | 199.19 |
| 301 | TOILET | RESTROOM | 2 | 89.33 |
| 228A | OFFICE | OFFICE | 2 | 150.21 |
| 228B | OFFICE | OFFICE | 2 | 157.02 |
| 229 | LOUNGE | OFFICE | 2 | 1182.17 |
| 228 | OFFICE | OFFICE | 2 | 871.38 |
| 227 | MECHANICAL | MECHANICAL | 2 | 639.68 |
| 226 | OFFICE | OFFICE | 2 | 2406.02 |
| 222 | UTILITY | GENERAL STORAGE | 2 | 162.8 |
| 223 | STORAGE | GENERAL STORAGE | 2 | 6.33 |
| 200A | OFFICE | OFFICE | 2 | 134.76 |
| 200B | OFFICE | OFFICE | 2 | 137.23 |
| 200C | CORRIDOR | CIRCULATION | 2 | 44.33 |
| 202 | CLASSROOM | CONFERENCE / CLASSROOM | 2 | 3038.84 |
| 204 | STORAGE | GENERAL STORAGE | 2 | 529 |
| 201 | CLASSROOM | CONFERENCE / CLASSROOM | 2 | 1026.65 |
| 201A | CLASSROOM | CONFERENCE / CLASSROOM | 2 | 912.44 |
| 201B | CLASSROOM | CONFERENCE / CLASSROOM | 2 | 1071.78 |
| 207 | CLASSROOM | CONFERENCE / CLASSROOM | 2 | 1056.92 |
| 209 | CLASSROOM | CONFERENCE / CLASSROOM | 2 | 1056.93 |
| 211 | CLASSROOM | CONFERENCE / CLASSROOM | 2 | 1056.9 |
| 213 | CLASSROOM | CONFERENCE / CLASSROOM | 2 | 1064.1 |
| 210 | STAIR #2 | CIRCULATION | 2 | 543.52 |
| 215 | CLASSROOM | CONFERENCE / CLASSROOM | 2 | 1056.94 |
| 217 | CLASSROOM | CONFERENCE / CLASSROOM | 2 | 1056.94 |
| 219 | CLASSROOM | CONFERENCE / CLASSROOM | 2 | 1056.94 |
| 221 | CLASSROOM | CONFERENCE / CLASSROOM | 2 | 1056.95 |

# Appendix 4
## Net Square Foot - Room Information

| | | | | |
|---|---|---|---|---|
| 201A | STAIR #1 | CIRCULATION | 2 | 542.28 |
| 236 | SERVICE AREA | GENERAL STORAGE | 2 | 203.95 |
| 220A | OFFICE | OFFICE | 2 | 335.39 |
| 220 | STORAGE | GENERAL STORAGE | 2 | 558.63 |
| 218 | GEAR | GENERAL STORAGE | 2 | 181.34 |
| 216 | OFFICE | OFFICE | 2 | 575.46 |
| 247 | MECHANICAL | MECHANICAL | 2 | 976 |
| 256 | STORAGE | GENERAL STORAGE | 2 | 178.87 |
| 254 | KITCHEN | CONFERENCE / CLASSROOM | 2 | 232.34 |
| 261 | CLOSET | GENERAL STORAGE | 2 | 27.47 |
| 262 | CLOSET | GENERAL STORAGE | 2 | 98.25 |
| 264 | CLOSET | GENERAL STORAGE | 2 | 42 |
| 265 | CLOSET | GENERAL STORAGE | 2 | 21.05 |
| 267 | CLOSET | GENERAL STORAGE | 2 | 21.05 |
| 268 | CLOSET | GENERAL STORAGE | 2 | 41.95 |
| 285 | CLOSET | GENERAL STORAGE | 2 | 46.13 |
| 286 | CLOSET | GENERAL STORAGE | 2 | 21.05 |
| 287 | CLOSET | GENERAL STORAGE | 2 | 21.05 |
| 288 | CLOSET | GENERAL STORAGE | 2 | 41.95 |
| 289 | CLOSET | GENERAL STORAGE | 2 | 27.46 |
| 203 | STAIR #4 | CIRCULATION | 2 | 180.44 |
| 299 | CLOSET | GENERAL STORAGE | 2 | 27.46 |
| 298 | CLOSET | GENERAL STORAGE | 2 | 41.95 |
| 294 | CLOSET | GENERAL STORAGE | 2 | 46.13 |
| 277 | CLOSET | GENERAL STORAGE | 2 | 25.67 |
| 293 | CLOSET | GENERAL STORAGE | 2 | 25.67 |
| 276 | CLOSET | GENERAL STORAGE | 2 | 115.1 |
| 274 | CLOSET | GENERAL STORAGE | 2 | 21.2 |
| 275 | CLOSET | GENERAL STORAGE | 2 | 19.55 |
| 273 | CLOSET | GENERAL STORAGE | 2 | 117.65 |
| 272 | CLOSET | GENERAL STORAGE | 2 | 26.86 |
| 269 | CLOSET | GENERAL STORAGE | 2 | 23.08 |
| 284 | CLOSET | GENERAL STORAGE | 2 | 23.08 |
| 296 | CLOSET | GENERAL STORAGE | 2 | 21.05 |
| 297 | CLOSET | GENERAL STORAGE | 2 | 21.05 |
| 200 | CORRIDOR | CIRCULATION | 2 | 1370.91 |
| 300 | CORRIDOR | CIRCULATION | 2 | 1394.38 |
| 206C | STAIR | CIRCULATION | 2 | 39.71 |
| 234 | CORRIDOR | CIRCULATION | 2 | 2558.9 |

# Appendix 4
## Net Square Foot - Room Information

| | | | | |
|---|---|---|---|---|
| 233 | CORRIDOR | CIRCULATION | 2 | 386.97 |
| 235 | STUDENT LOUNGE | OFFICE | 2 | 965.86 |
| 203A | STAIR #1 | CIRCULATION | 2 | 220.72 |
| 244 | STORAGE | GENERAL STORAGE | 2 | 55.25 |
| 225 | FEMALE TOILET | RESTROOM | 2 | 374.5 |
| 224 | MALE TOILET | RESTROOM | 2 | 352.5 |
| 291 | ELECTRIC | MECHANICAL | 2 | 106.3 |
| 290 | COMMUNICATIONS | MECHANICAL | 2 | 64.67 |
| 278 | JAN. CL. | MECHANICAL | 2 | 60.04 |
| 280A | CORRIDOR | CIRCULATION | 2 | 316 |
| 279 | CORRIDOR | CIRCULATION | 2 | 687.6 |
| 281 | CORRIDOR | CIRCULATION | 2 | 307 |
| 280 | CORRIDOR | CIRCULATION | 2 | 751.26 |
| 282 | CORRIDOR | CIRCULATION | 2 | 1943.48 |
| 271 | CLASSROOM | CONFERENCE / CLASSROOM | 2 | 3809.58 |
| 292 | CLASSROOM | CONFERENCE / CLASSROOM | 2 | 2514 |
| 283 | CLASSROOM | CONFERENCE / CLASSROOM | 2 | 2514 |
| 259 | CLASSROOM | CONFERENCE / CLASSROOM | 2 | 3413.88 |
| 206A | STAIR | CIRCULATION | 2 | 52.62 |
| 107 | WORKSHOP | OFFICE | B1 | 330.9 |
| 107B | TV STUDIO | CONFERENCE / CLASSROOM | B1 | 579.4 |
| P100 | MECHANICAL | MECHANICAL | P1 | 6668.5 |
| 177 | CLOSET | GENERAL STORAGE | 1 | 21.05 |
| 179 | CLOSET | GENERAL STORAGE | 1 | 21.05 |
| 175 | CLOSET | GENERAL STORAGE | 1 | 28.06 |
| 176 | CLOSET | GENERAL STORAGE | 1 | 46.13 |
| 147 | MECHANICAL | MECHANICAL | 1 | 976 |
| 14 | STAIR #4 | CIRCULATION | 1 | 180.44 |
| 161 | STORAGE | GENERAL STORAGE | 1 | 102.71 |
| 162 | OFFICE | OFFICE | 1 | 104.72 |
| 159 | UTILITY | GENERAL STORAGE | 1 | 212.46 |
| 158 | OFFICE | OFFICE | 1 | 417.02 |
| 163 | OFFICE | OFFICE | 1 | 537.06 |
| 141 | CORRIDOR | CIRCULATION | 1 | 1937.92 |
| 183 | CLASSROOM | CONFERENCE / CLASSROOM | 1 | 2513.32 |
| 166 | CLASSROOM | CONFERENCE / CLASSROOM | 1 | 2518.59 |
| 174 | CLASSROOM | CONFERENCE / CLASSROOM | 1 | 2518.59 |
| 192 | CLASSROOM | CONFERENCE / CLASSROOM | 1 | 2513.31 |
| 137 | CORRIDOR | CIRCULATION | 1 | 344.13 |

# Appendix 4
## Net Square Foot - Room Information

| | | | | |
|---|---|---|---|---|
| 138 | LOBBY | CIRCULATION | 1 | 864.4 |
| 139 | VESTIBULE | CIRCULATION | 1 | 158.66 |
| 13 | STAIR #3 | CIRCULATION | 1 | 219.11 |
| 144 | MALE TOILET | RESTROOM | 1 | 348.63 |
| 145 | FEMALE TOILET | RESTROOM | 1 | 368.15 |
| 138A | CORRIDOR | CIRCULATION | 1 | 231.22 |
| 146 | ELEV. EQUIP. | MECHANICAL | 1 | 62.09 |
| 153 | JAN. CL. | MECHANICAL | 1 | 50.29 |
| 151 | COMMUNICATIONS | MECHANICAL | 1 | 64.66 |
| 149 | ELECTRIC | MECHANICAL | 1 | 140.69 |
| 140 | CORRIDOR | CIRCULATION | 1 | 345.5 |
| 142 | FEMALE TOILET | RESTROOM | 1 | 469.02 |
| 142A | FEMALE SHOWER | RESTROOM | 1 | 192.13 |
| 143a | MALE SHOWER | RESTROOM | 1 | 192.13 |
| 143 | MALE TOILET | RESTROOM | 1 | 465.61 |
| 14 | LOBBY | CIRCULATION | 1 | 1374.42 |
| 13 | VESTIBULE | CIRCULATION | 1 | 180.74 |
| 102B | OFFICE | OFFICE | 1 | 110.96 |
| 102A | OFFICE | OFFICE | 1 | 82.2 |
| 104 | CONFERENCE | CONFERENCE / CLASSROOM | 1 | 219.04 |
| 102C | OFFICE | OFFICE | 1 | 122.06 |
| 100A | OFFICE | OFFICE | 1 | 217.97 |
| 41 | OFFICE | OFFICE | 1 | 1071.56 |
| 100C | OFFICE | OFFICE | 1 | 216.58 |
| 100C1 | CLOSET | GENERAL STORAGE | 1 | 9.21 |
| 100D1 | CLOSET | GENERAL STORAGE | 1 | 9.3 |
| 100A1 | CLOSET | GENERAL STORAGE | 1 | 4 |
| 100B | OFFICE | OFFICE | 1 | 145.38 |
| 100 | OFFICE | OFFICE | 1 | 289.9 |
| 44 | WOMENS | RESTROOM | 1 | 28.82 |
| 100E | STORAGE | GENERAL STORAGE | 1 | 147.61 |
| 45 | MENS | RESTROOM | 1 | 27.81 |
| 100D | OFFICE | OFFICE | 1 | 180.7 |
| 130 | CONFERENCE | CONFERENCE / CLASSROOM | 1 | 162.8 |
| 100E | OFFICE | OFFICE | 1 | 406.33 |
| 133A | OFFICE | OFFICE | 1 | 207.8 |
| 133 | OFFICE | OFFICE | 1 | 1007.53 |

120,117.96