

AMENDMENT TO THE TESTING ADMINISTRATION SERVICES AGREEMENT
[Illinois Institute of Technology]

This Amendment to the Testing Administration Services Agreement ("**Amendment**") is entered into as of the 28 of MAY, 2013, by and between the Board of Education of the City of Chicago, a body politic and corporate ("**Board**"), with offices located at 125 S. Clark St, Chicago, IL 60603 and the Illinois Institute of Technology ("**Consultant**" or "**IIT**").

RECITALS

- A. The Board and Consultant entered into that certain Testing Administration Services Agreement for a term commencing on August 23, 2012 and terminating August 22, 2014, with the Board having one (1) option to renew for a period of two (2) years, pursuant to Board Report 12-0822-PR11 (the "**Agreement**").
- B. The parties now agree to amend the Agreement to i) increase the range of tests administered and ii) increase the compensation as hereinafter set forth:

NOW THEREFORE, in consideration of the mutual covenants and conditions contained herein, the parties agree as follows:

1. **Incorporation of Recitals:** The matters recited above are hereby incorporated into and made a part of this Amendment.
2. **Definitions:** Any and all capitalized terms contained in this Amendment, and not defined herein, shall have the definition as set forth in the Agreement.
3. **Amendment to Section 3 of the Agreement (Scope of Services):** Section 3 of the Agreement is hereby amended by replacing "Exhibit A" with "Exhibit A-1". During the Term of the Agreement, Consultant agrees to provide the services set forth in Exhibit A-1 ("**Services**"), a copy of which is attached hereto, in accordance with the terms and conditions of the Agreement and this Amendment. Exhibit A-1 hereby replaces and supersedes Exhibit A to the Agreement.
4. **Amendment to Section 4 of the Agreement (Compensation and Payment):** Section 4 of the Agreement is hereby amended by (a) deleting Section 4 in its entirety and (b) replacing it with the following:

*"4. **Compensation and Payment:** Compensation for Services and deliverables during the Term shall be at the fees and pricing for up to 14,999 tests in the 2012-2013 school year and up to 19,999 tests in the 2013-2014 school year as set out in Exhibit B-1 ("**Budget**") and shall not exceed **Eight Hundred Eighty Two Thousand Five Hundred Ninety Eight and 50/100 Dollars (\$882,598.50)** ("**Total Maximum Compensation**"), with no reimbursement for expenses. The compensation for the 2012-2013 school year shall be paid in one installment, and the compensation for the 2013-2014 school-year shall be paid in two installments. The payment for the 2012-2013 school-year shall be in the amount of **Four Hundred Twelve Thousand One Hundred Fifty Three Dollars and 45/100 (\$412,153.45)**, which includes the Five Thousand Two Hundred and Eighty Two and 20/100 Dollars (\$5,282.20) charged to the Board by IIT for the five extended days of testing, and shall be due in May 2013 upon receipt of a sufficient invoice. The first installment for the 2013-2014 school-year shall be in the amount of **Two Hundred Thirty Five Thousand Two Hundred Twenty Two Dollars and 52/100 (\$235,222.52)** and shall be paid in December 2013, upon receipt of a sufficient invoice. The second installment for the 2013-2014 school year shall be the balance, the total of which shall be based upon the range of tests as indicated in Exhibit B-1, and shall be due in April 2014 upon receipt of a sufficient invoice. Compensation shall be based on actual Services performed and deliverables provided during the Term of this Agreement and the Board shall not be obligated to pay for any Services or deliverables not in compliance with this Agreement.*

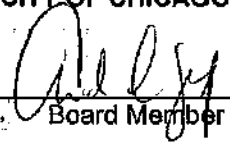
In the event of early termination of this Agreement, the Board shall only be obligated to pay for Services or deliverables rendered up to the date of termination. In no event shall the Board be liable for any costs incurred or Services performed or deliverables provided after the effective date of termination or expiration as provided herein. Consultant shall submit invoices as specified above, referencing this Agreement, with such supporting documentation as may be required by the Board. Payment is contingent without limitation upon Consultant providing said itemized invoices and documentation. The Board shall pay such undisputed invoiced amounts within its normal course of business."

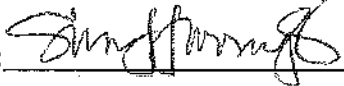
5. **Counterparts and Facsimile:** This Amendment may be executed in any number of counterparts, each of which shall be deemed to be an original, but all of which together shall constitute but one instrument. A signature delivered by facsimile or electronic means shall be considered binding for both parties.
6. **Freedom of Information Act:** Consultant acknowledges that this Amendment and all documents submitted to the Board related to this contract award are a matter of public record and are subject to the Illinois Freedom of Information Act (5 ILCS 140/1) and any other comparable state and federal laws and that this Amendment is subject to reporting requirements under 105 ILCS 5/10-20.44. Consultant further acknowledges that this Amendment shall be posted on the Board's internet website at www.cps.edu.
7. **Original Agreement:** Except as expressly provided in this Amendment, all terms and conditions of the Agreement are and shall remain in full force and effect during the Agreement.
8. **Board Approval:** The execution of this Amendment will be subject to approval by the members of the Chicago Board of Education.

[Signature page to follow]

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the first date set forth above.

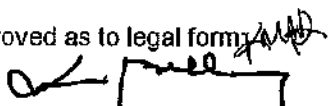
**THE BOARD OF EDUCATION
OF THE CITY OF CHICAGO**

By: 
Andrea Zopp, Board Member

Attest: 
Susan J. Narrajos, Assistant Secretary

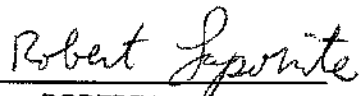
Date: 5/28/2013

Board Report No.: 13-0424-PR3-I

Approved as to legal form: 
James L. Bebley, General Counsel

ILLINOIS INSTITUTE OF TECHNOLOGY

By: Robert Lapointe

Signature: 
**ROBERT LAPOINTE,
DEPUTY DIRECTOR
OFFICE OF SPONSORED
RESEARCH & PROGRAMS**

Date: 05/21/2013

Attachment

Exhibit A-1: Scope of Services

Exhibit B-1: Budget

Exhibit A-1
SCOPE OF SERVICES
Illinois Institute of Technology

Selective Enrollment Elementary Schools (SEES)

Board's Project Manager: Angela Washington; **E-mail** AGWashington@cps.k12.il.us
Phone: 773-553-2519

Consultant's Project Manager: Domenica G. Pappas; **E-mail** pappas@iit.edu
Phone: 312-567-3035

Term: August 23, 2012- August 22, 2014

This Scope of Services will be conducted pursuant to the terms and conditions of that Testing Administration Services Agreement ("Agreement") and this Amendment by and between the Illinois Institute of Technology ("Consultant" or "IIT") and The Board of Education of the City of Chicago (the "Board"), commonly known as The Chicago Public Schools ("CPS"). Defined terms used in this Scope of Services will have the same meanings as those ascribed to such terms in the Agreement.

I. Description of Services

Illinois Institute of Technology Center for Research Services ("IIT") will administer the Selective Enrollment Elementary Schools ("SEES") admissions test to CPS students applying for kindergarten through eighth grades at CPS Selective Enrollment Elementary Schools, which includes Regional Gifted Centers, Classical Schools, International Gifted Programs, and Academic Centers. The application process is citywide and open to all students to identify gifted and talented students who may benefit from the Board's program models and services. The testing site will be at the Illinois Institute of Technology, as set out below.

IIT will provide the following services ("Services") to the Board:

Test Site:

IIT will:

- Schedule testing dates, times and the number of tests that are mutually agreeable to both parties. In the event the parties are unable to mutually agree on testing dates, times and/or number of tests, the dates, times and/or number of tests determined by the Board will control; however the testing dates, times, and/or number of tests are subject to the Consultant's available space and staffing.
- Provide a testing site that is Americans with Disabilities Act (ADA) compliant.
- Provide a comfortable setting that can accommodate parents and students to check in, a waiting area for parents (typically one parent per student), and maintain a clearly defined space that separates examinees from the waiting area for parents.

Personnel

- IIT will engage professional staff, which may include professional or graduate students in an accredited graduate psychology program ("Staff") to provide Services pursuant to this Agreement. IIT will ensure that Staff providing Services pursuant to this Agreement have the appropriate licensure and/or certification to practice in the field of psychology. IIT will ensure that the Staff providing Services hereunder possess formal training, expertise, and credentials to administer, score, and interpret select screening measures adhering to principles of ethics and code of conduct (ethics, competence, privacy, confidentiality, test administration, scoring, and interpretation of tests in a responsible manner) put forth by the *Standard for Educational and Psychological Testing* published by the American Educational Research Association, American Psychological Association, and the National Council on Measurement in Education (1999).
- IIT will have personnel available to devote their time, skills, and professional ability efficiently and effectively to perform Services to the Board through the following positions: One (1) Administrative Director; One-Two (1- 2) Administrative Leaders; Four (4) PH.D. level faculty in psychology to perform

rotating professional training and oversight duties; One (1) Project Manager; One (1) test site supervisor; Two (2) Administrative Assistants to assist the Test Site Supervisor; Approximately twenty (20) test proctors trained by IIT- to be present during test administration; and approximately sixteen to twenty-five (16-25) test administrators who are professional or graduate students in an accredited graduate psychology program.

- Designated staff and graduate students of IIT will be privy to student information for purposes of test administration (e.g., student name, parent name, address, telephone number, test scores, grades, scheduled test time) and will be held accountable for any misuse of data.
- IIT will maintain high security of test information and not disclose the instruments to the public or to those within the university not requiring such information, as so doing may jeopardize the validity of the assessment results.
- IIT Staff members providing Services hereunder will sign a confidentiality/non-disclosure agreement ("NDA") relative to the confidentiality of student information and test materials and measures utilized. The NDA is attached hereto as Attachment 1. IIT agrees that no Staff shall perform testing Services pursuant to this Agreement unless and until that Staff member has signed a NDA. IIT shall be responsible for obtaining all necessary signatures on NDA's and retain the executed NDA's for Staff providing Services under this Agreement. IIT shall provide copies of any NDA requested by the Board for any Staff providing Services under this Agreement.

Examiner/Proctor Training

- IIT will make facilities available for Staff training from the execution of the Agreement through November 30, 2012 and from August 15, 2013 through November 30, 2013.
- IIT will make facilities available for student testing from November 1, 2012 through March 31, 2013 and from November 1, 2013 through March 31, 2014. Students will not be scheduled for test sessions on dates on which the IIT campus is closed: Christmas, New Year's holidays, any Federal holidays and IIT Spring Break. IIT Spring Break for 2013 will run from March 18th through March 22nd and IIT Spring Break for 2014 will run from March 17th through March 21st.
- IIT will provide meeting spaces for up to five (5), half day examiner/proctor training sessions between the execution of the Agreement and October 31, 2012, and between August 15, 2013 and October 31, 2013. The training sessions will be administered by Board staff, and must be attended by all IIT Staff directly involved in test administration.
- IIT will provide ongoing training to examiners and proctors involved in the testing process for CPS students to ensure the publisher's format for the test administration (individual, large group, small group, and students with disabilities) and standardization procedures are strictly enforced.
- IIT will provide on-site daily supervision of all IIT graduate students directly involved in the administration of a test to students.

Test Administration Parameters

- IIT's test site(s) and Staff will be available from November 1, 2012 through March 10, 2013 and November 1, 2013 through March 5, 2014. Testing will not be conducted on Mondays or Wednesdays due to IIT's graduate students' class schedules. IIT agrees to conduct up to 19,999 tests from November 1, 2013- March 1, 2014. IIT's Project Manager, or his/her designee, shall meet with the Board's Project Manager or his/her designee, to develop a tentative comprehensive testing schedule by September 20, 2013. This testing schedule ("Testing Schedule") will include testing slots for the 19,999 tests and testing will begin November 1, 2013 and end by March 1, 2014. The Testing Schedule will be revised by the Board's Project Manager, or his/her designee, with IIT's Project Manager or his/her designee by the 15th of each month from October 2013 through February 2014 to make any necessary adjustments to the Testing Schedule (group or individual sessions) within the parameters of testing days and hours as described in this Scope of Services, based on the flow of applications. IIT shall adhere to maintaining the agreed upon space and staff to accommodate the Testing Schedule and ensure the 19,999 tests are completed by March 1, 2014. For the avoidance of doubt, the parties acknowledge that IIT shall have no obligation to perform any testing after March 1, 2014, with the exception of re-testing needed to correct errors caused by IIT Staff.
- IIT will provide group testing(s) of approximately eleven thousand (11,000) CPS students, grades kindergarten through seventh, and will provide adequate Staff, space and resources for group testing. IIT will also provide one-on-one testing for approximately three thousand five hundred (3,500) pre-

- kindergarten students and will also provide adequate Staff, space, and resources for the one-on-one testing.
- IIT will provide one (1) test administrator/supervisor and two (2) proctors per twenty (20) students, minimally, for group testing(s) of grades kindergarten through third grade. IIT will provide one (1) test administrator/supervisor and one proctor per twenty (25) students, minimally for group testing - grades fourth through eighth grade. A larger testing area may permit larger group sizes provided the appropriate student/teacher ratio remains.
- IIT will provide one test administrator/supervisor for individual testing of pre-kindergarten students.

Test Administration

- The Board will select and schedule CPS students to participate in the testing program.
- Assessment instruments will be determined at the Board's discretion.
- All test materials, student identification and shipping labels will be provided to IIT by the Board.
- IIT will ensure that students will be provided the correct examinations according to their grade and age level.
- IIT will administer all tests according to the test publisher's instructions. IIT will provide quality control and will verify that standardized test procedures are followed and processes identified by the Board are consistently followed.
- IIT will assure completion of all relevant subtests by examinees prior to students' dismissal from the examination session.
- IIT will administer tests to general education students and students with disabilities whose accommodations and modifications do not require examiners to deviate from the publisher's standardized testing procedures.
- IIT will administer tests to students with disabilities requiring accommodations that do not result in a deviation from standardized procedures (i.e., assignment to an accessible room, preferential seating). IIT will collaborate with CPS to identify accommodations that are within their realm of capacity without violating a student's Individualized Education Program (IEP) or 504 Plan.
- Students with accommodations and modifications that result in a departure from the standardized administration procedures will be tested at IIT by CPS staff or appropriately certificated CPS teachers. With seven (7) calendar days' notice, IIT will provide testing space for students with disabilities at test schedules similar to the general education population.
- IIT will create and maintain all logistical testing aids including directional signs, test instruction posters, bathroom signage, and any other materials related to high quality customer service.

Space

- IIT will provide space to accommodate the approximately fourteen thousand five hundred (14,500) students taking the test(s). IIT will only test students after the application has been processed and CPS has scheduled the students based on the testing grade level. IIT agrees to provide testing dates and times as necessary to accommodate the number of students scheduled to test at a given time that is mutually agreed upon by the parties.
- IIT will provide private space for one-on-one test administration for approximately three thousand five hundred (3,500) pre-kindergarten students, and will provide adequate space for group session testing(s) for approximately eleven thousand (11,000) kindergarten through eighth grade students. Group testing size will vary depending on the grade level(s) being tested.
- IIT will provide classrooms and one-on-one testing spaces that are fully equipped with tables, chairs, desks, and doors (if necessary), and will provide testing environments that are appropriate for ages ranging from pre-kindergarten to eighth grade students.
- With reasonable notice of at least seven (7) days, IIT will provide office space for CPS personnel
- IIT will also provide a secured space for storing approximately nineteen thousand (19,000) used and unused tests.
- IIT will provide space for CPS examiners and proctors for students with disabilities to administer tests for students with disabilities whose modifications and accommodations as delineated per Individualized Education Program (IEP) or 504 Plan would result in deviation from the standardized instructions. The Board will schedule students with disabilities for testing at IIT with consideration to the least restrictive environment and the space capacity available at IIT.

Scoring and Reporting of Results

- IIT will only score the pre-kindergarten tests from the one-on-one testing sessions. IIT will score the approximately six thousand (6,000) tests from the one-on-one pre-kindergarten testing sessions either manually or using the Microsoft Windows compatible software and rubrics (“Scoring Software”) provided by the Board. IIT’s use of the Scoring Software will be subject to the terms included in the Limited License Agreement (“Limited License Agreement”) IIT will execute prior to receiving and using such Scoring Software. IIT understands and agrees that their use of the Scoring Software is contingent upon execution of the Limited License Agreement. IIT will score such tests within the designated time period from November 6, 2012 through March 13, 2013 and from November 1, 2013 through March 8, 2014.
- IIT will use Scoring Software for individually administered pre-kindergarten tests and will maintain the software in a secured environment. Only authorized personnel will have access to data about students for which they will be responsible. IIT also agrees to keep the name of the test publisher and software confidential and shall not disclose this information to a third party.
- Prior to entering test results for pre-kindergarten examinees, IIT will check the scores for accuracy as reporting of the results is the responsibility of IIT.
- Pre-kindergarten scores will be entered into the CPS student assignment system by trained IIT staff.

Record Management

- IIT will print and maintain all master and classroom rosters for CPS students being tested.
- IIT will check students in by verifying their admissions letter onsite prior to testing. IIT will double-check the roster to verify the accuracy of information for CPS students who were administered the test.
- IIT will assure the correct examination has been administered to the correct student by checking the examiner’s roster with the completed test.
- IIT will maintain a log detailing student check-in, room assignment, examiner/proctor(s), and start and end times of testing session(s).
- IIT will report the test status of scheduled students in the student assignment system based on physical evidence of test administration (i.e. test protocol, examiner’s roster).
- IIT will maintain a record of student-related incidents that occur prior to, during, or following a testing period with appropriate notification to CPS and/or parents.
- IIT will maintain a log of any parent/student complaints and issues, how they will be resolved, and an indication of the parents’ level of satisfaction.

Receipt/Storage/Shipping of Materials

- IIT- will keep track of all shipping orders received and inform the Board of the receipt. IIT- will maintain an inventory of supplies and forecast their needs to CPS at least three (3) weeks in advance to prevent a shortage of materials.
- IIT will store test materials in an organized fashion for ease of locating materials. Materials will be kept in a secured location that restricts access to materials by unauthorized Staff and does not permit public access to completed or blank test documents.
- IIT will provide a detailed methodical system for distribution and collection of all test materials.
- IIT will not score the group test(s) for students in grades kindergarten through eighth grade and will ship them to the Publisher for scoring. Prior to shipping of tests, IIT will double check entries or “bubbling” completed by the examinee, and/or examiner (i.e. name, birth date, and application identification number). When appropriate, IIT will assure label is affixed to test(s) for accuracy.
IIT will prepare and package group administered tests for scoring. IIT will maintain records that accurately identify the date and names of students whose tests will be shipped for scoring. IIT shall ship the test(s) according to the instructions provided by the Board and in accordance with the shipping schedule provided by the Board.

Security

- IIT will provide constant supervision of CPS students during test administration.

Materials

- IIT will provide secured file storage cabinets and closets with locks for the security of approximately nineteen thousand (19,000) tests, both used and unused.

THIS AGREEMENT WILL BE POSTED ON THE CPS INTERNET WEBSITE

- By the beginning of June and as directed by CPS, IIT will transfer completed pre-kindergarten entrance exams to CPS through a process that secures transference of the documents consistent with the Board's policies and procedures.

Communication

- The Board will be responsible for informing the parents of selections to programs.
- IIT- will staff a call center to respond to parents' or guardians phone calls to answer questions regarding test interpretation. IIT- will ensure that responses at the call center will be provided in a timely and consistent fashion.
- The call center will be in operation ten days after selection letters have been mailed to parents/guardians. Said call center will be in operation for ten days agreed to and approved by the Board from 9:00 a.m. to 5:00 p.m. Central Standard Time.
- When unable to answer calls, CRS- will ensure responses are provided within 48 hours of the call.

Project Management

- IIT will identify the project manager required to implement this program.
- IIT will work in a collaborative partnership with the CPS Office of Innovation and Incubation Access and Enrollment through participation in calls, meetings, and planning sessions as deemed necessary.
- Board contacts will be available to IIT- contacts as necessary.
- IIT- will provide oral and electronic written reports of student related incidents that are of high significance (i.e. student injury, student illness, or student cheating) on the day of the occurrence. IIT will provide bi-weekly electronic status reports of all other student related incidents and the parent survey results.

Facilities Management

- IIT will have janitorial staff who will maintain the facilities that support the testing process inclusive of testing rooms, administrative offices, and restrooms used by staff, students, and parents relative to test administration.

Evaluation

- IIT will distribute and collect surveys to parents on site. Weekly performance metrics via an excel spreadsheet will be provided to CPS. IIT will cooperate with any and all district evaluation activities related to this project.

II. Services/Deliverable Schedule

Services/Deliverable Description	Delivery Dates
Entrance Examination Testing for the 2012-2013 school year will begin November6, 2012 and will be completed by March 10, 2013. Entrance Examination Testing for the 2013-2014 school year will begin November1, 2013 and will be completed by March 1, 2014.	November6, 2012-March 10, 2013, and November1, 2013-March 1, 2014.
The entrance examination scores for pre-kindergarten examiners will be reported to CPS by the Consultant	Ongoing starting November6, 2012 and no later than March 13, 2013. The next delivery cycle will begin November 7, 2013 and no later than March 8, 2014.
Operate the call center for responding to the assessment results	Ten days after selections letters have been mailed to parents the call center will operate from 9:00 a.m. to 5:00 p.m. Central Standard Time.

THIS AGREEMENT WILL BE POSTED ON THE CPS INTERNET WEBSITE

Distribute and collect parent surveys for scheduled group and individual testing sessions.	Ongoing starting one week after the first group or individual testing date until the final scheduled testing session.
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THIS AGREEMENT WILL BE POSTED ON THE CPS INTERNET WEBSITE

EXHIBIT B-1

Proposed CPS Budget 2013 - 2016 - For 14,000 - 14,999 Student Tests

Personnel	Role in Project	2013	2014	2015	2016
		347,871.26	360,861.26	377,813.05	392,509.74
Dr. Langlois	Primary Investigator	7,567.65	7,567.65	7,718.90	7,718.90
A. Brown - 75% time when project is in progress	Project Mgr - Full time administrator Licensed	32,793.15	32,793.15	33,451.40	33,451.40
Dr. Marcus - 100% time when project is running	Professional	29,009.33	29,009.33	29,591.65	29,591.65
Total Staff Salary		69,370.13	69,370.13	70,761.95	70,761.95
Tara Butterfield - campus logistics		2,010.00	2,010.00	2,040.00	2,040.00
20 Test proctors and check in staff / Admin Support @ \$15 to \$20 per hour based on estimated hrs and level of experience/ The proctors work 20 hours per week throughout the testing season. Additionally, some of them work the hotline once the test score are communicated to parents. While most work 20 hours/week, some work more if needed or less if the schedule has a gap.	Student Workers	53,491.13	53,491.13	54,566.30	54,566.30
4 PhD faculty supervisors		5,000.00	5,000.00	5,500.00	5,500.00
Personnel Support for 16 Graduate Student testers @ \$1140-\$1040 hr. for equivalent of 12 semester hours / Annual increase of cost for student workers is 8% / The personnel support (advanced clinical graduate students) work 20 hours per week throughout the testing season. They are paid in tuition dollars as a flat rate for their work. They work primarily with the pre-K population, but assist as needed.		218,000.00	231,080.00	244,944.80	259,641.49
Training		0.00	0.00	0.00	0.00
Test Administration		3,100.00	3,131.00	3,182.31	3,193.93
Security Clearances for 40 people at \$45 per person plus / Assumes a 1 percent annual increase in cost to certify clearances		1,800.00	1,818.00	1,836.18	1,854.54
Supplies / assumes a 1% annual increase in costs of supplies used for the project		1,300.00	1,313.00	1,326.13	1,339.39
Other Costs		55,900.00	56,458.00	57,023.59	57,593.83
Parking - Free on Sunday for all; cost for lots to be open for group testing days, estimated 31 days (usual cost is \$6 per person) can be up to 250 families per day/ Annual increase is budgeted at 1.0 percent.		6,000.00	6,050.00	6,120.60	6,181.81
Increased Janitorial Services to cover increased volume on weekends in washrooms and testing rooms. / Annual increase is budgeted at 1.0 percent.		7,000.00	7,070.00	7,140.70	7,212.11
Storage space rental (2.5 storage rooms for 5 months) / Annual increase is budgeted at 1.0 percent.		2,300.00	2,323.00	2,346.23	2,369.69
Facilities Rental - Use of 9 testing rooms, up to 3 auditoriums and additional large rooms, 4 classrooms, and additional overflow space for parents / Annual increase is budgeted at 1.0 percent.		40,000.00	40,400.00	40,804.00	41,212.04
Audio Visual Equipment Rental for Group Testing/ Assumes 1% annual increase in cost		800.00	806.00	812.06	818.18
Total Request From Funding Agency		406,871.26	420,541.26	437,998.95	453,287.50

Proposed CPS Budget 2013 - 2016 - For 15,000 - 15,999 Student Tests

Personnel	Role in Project	2013 352,831.40	2014 366,011.40	2015 383,037.12	2016 397,733.81
Dr. Langlois	Primary Investigator	7,567.65	7,567.65	7,719.76	7,719.76
A. Brown - 75% time when project is in progress	Project Mgr - Full time administrator	32,793.15	32,793.15	33,452.29	33,452.29
Dr. Marcus - 100% time when project is running	Licensed Professional	30,270.60	30,270.60	30,879.04	30,879.04
Total Staff Salary		70,631.40	70,631.40	72,051.09	72,051.09
Tara Butterfield - campus logistics		2,020.00	2,020.00	2,030.00	2,030.00
21 Test proctors and check in staff / Admin Support @ \$15 to \$20 per hour based on estimated hrs and level of experience/ The proctors work 20 hours per week throughout the testing season. Additionally, some of them work the hotline once the test score are communicated to parents. While most work 20 hours/week, some work more if needed or less if the schedule has a gap.	Student Workers	56,280.00	56,280.00	57,411.23	57,411.23
4 PhD faculty supervisors		6,000.00	6,000.00	6,600.00	6,600.00
Personnel Support for 16 Graduate Student testers @ \$1140-\$1040 hr. for equivalent of 12 semester hours / Annual increase of cost for student workers is 6% / The personnel support (advanced clinical graduate students) work 20 hours per week throughout the testing season. They are paid in tuition dollars as a flat rate for their work. They work primarily with the pre-K population, but assist as needed.		218,000.00	231,080.00	244,944.80	259,641.49
Training		0.00	0.00	0.00	0.00
Test Administration		3,245.00	3,277.46	3,310.22	3,343.33
Security Clearances for 41 people at \$45 per person plus		1,845.00	1,863.45	1,882.08	1,900.91
Supplies / Assumes 1% annual increase in cost		1,400.00	1,414.00	1,428.14	1,442.42
Other Costs		59,076.00	69,686.75	60,381.41	61,082.02
Parking - Free on Sunday for all; cost for lots to be open for group testing days, estimated 31 days (usual cost is \$6 per person) can be up to 270 families per day		6,343.00	6,406.43	6,470.49	6,535.20
Increased Janitorial Services to cover increased volume on weekends in washrooms and testing rooms / Assumes 1% annual increase in cost		7,280.00	7,352.80	7,426.33	7,500.59
Storage space rental (2.5 storage rooms for 5 months) / Assumes 1% annual increase in cost		2,300.00	2,323.00	2,346.23	2,369.69
Facilities Rental - Use of up to 10 testing rooms, up to 3 auditoriums and additional large rooms, 4 classrooms, and additional overflow space for parents / Assumes 1% annual increase in cost		42,552.00	42,977.52	43,508.30	44,038.36
Audio Visual Equipment Rental for Group Testing / Assumes 1% annual increase in cost		600.00	606.00	612.08	618.18
Total Request From Funding Agency		416,261.40	428,954.60	446,708.76	462,139.18

Proposed CPS Budget 2013 - 2016 - For 16,000 - 16,999 Student Tests

Personnel	Role in Project	2013	2014	2015	2016
		358,940.95	372,020.86	388,667.38	403,364.07
Dr. Langlois	Primary Investigator	8,828.93	8,828.93	9,008.39	9,008.39
A. Brown - 75% time when project is in progress	Project Mgr - Full time administrator	32,793.15	32,793.15	33,452.29	33,452.29
Dr. Marcus - 100% time when project is running	Licensed Professional	31,531.88	31,531.88	32,165.67	32,165.67
Total Staff Salary		73,153.95	73,153.95	74,624.35	74,624.35
Tara Butterfield - campus logistics		2,030.00	2,030.00	2,050.00	2,050.00
<p>23 Test proctors and check in staff / Admin Support @ \$15 to \$20 per hour based on estimated hrs and level of experience/ The proctors work 20 hours per week throughout the testing season. Additionally, some of them work the hotline once the test score are communicated to parents. While most work 20 hours/week, some work more if needed or less if the schedule has a gap.</p>					
	Student Workers	59,257.00	59,257.00	60,448.23	60,448.23
<p>4 PhD faculty supervisors lecturers @ \$1140-\$1040 hr. for equivalent of 12 semester hours / Annual increase of cost for student workers is 5% / The personnel support (advanced clinical graduate students) work 20 hours per week throughout the testing season. They are paid in tuition dollars as a flat rate for their work. They work primarily with the pre-K population, but assist as needed.</p>					
		6,500.00	6,500.00	6,600.00	6,600.00
		218,000.00	231,080.00	244,944.80	259,641.49
Training		0.00	0.00	0.00	0.00
Test Administration		3,436.00	3,469.35	3,504.04	3,539.08
<p>Security Clearances for 43 people at \$45 per person / Assumes a 1% annual increase in costs</p>					
		1,935.00	1,954.35	1,973.89	1,993.63
<p>Supplies/ Assumes a 1% annual increase in costs</p>					
		1,500.00	1,515.00	1,530.15	1,545.45
Other Costs		61,269.65	61,882.35	62,600.17	63,323.17
<p>Parking - Free on Sunday for all; cost for lots to be open for group testing days, estimated 31 days (usual cost is \$6 per person) can be up to 285 families per day/ Assumes a 1% annual increase in costs</p>					
		6,500.00	6,585.00	6,630.85	6,688.96
<p>Increased Janitorial Services to cover increased volume on weekends in washrooms and testing rooms / Assumes a 1% annual increase in costs</p>					
		7,500.00	7,575.00	7,650.75	7,727.26
<p>Storage space rental (3 storage rooms for 5 months)/ Assumes a 1% annual increase in costs</p>					
		2,400.00	2,424.00	2,448.24	2,472.72
<p>Facilities Rental - Use of 11 testing rooms, up to 3 auditoriums and additional large rooms, 5 classrooms, and additional overflow space for parents / Assumes a 1% annual increase in costs</p>					
		\$44,269.65	\$44,712.35	\$45,258.47	\$45,808.05
<p>Audio Visual Equipment Rental for Group Testing/ Assumes a 1% annual increase in costs</p>					
		\$600.00	\$606.00	\$612.06	\$618.18
Total Request From Funding Agency		\$423,646.80	\$437,372.65	\$454,771.59	\$470,226.32

Proposed CPS Budget 2013 - 2016 - For 17,000 - 17,999 Student Tests

Personnel	Role in Project	2013	2014	2015	2016
Dr. Langlois	Primary Investigator	366,577.74	379,657.74	397,082.40	411,778.68
		8,785.00	8,785.00	9,006.39	9,006.39
A. Brown - 75% time when project is in progress	Project Mgr - Full time administrator	34,054.43	34,054.43	34,738.92	34,738.92
Dr. Marcus - 100% time when project is running	Licensed Professional	32,793.15	32,793.15	33,452.29	33,452.29
Total Staff Salary		75,832.58	75,832.58	77,197.60	77,197.60
Tara Butterfield - campus logistics		2,040.00	2,040.00	2,060.40	2,060.00
24 Test proctors and check in staff / Admin Support @ \$15 to \$20 per hour based on estimated hrs and level of experience/ The proctors work 20 hours per week throughout the testing season. Additionally, some of them work the hotline once the test score are communicated to parents. While most work 20 hours/week, some work more if needed or less if the schedule has a gap.	Student Workers	63,405.16	63,405.16	64,679.60	64,679.60
4 PhD faculty supervisors		7,500.00	7,500.00	8,200.00	8,200.00
Personnel Support for 16 Graduate Student testers @ \$1140-\$1040 hr. for equivalent of 12 semester hours / Annual increase of cost for student workers is 6% / The personnel support (advanced clinical graduate students) work 20 hours per week throughout the testing season. They are paid in tuition dollars as a flat rate for their work. They work primarily with the pre-K population, but assist as needed.		218,000.00	231,090.00	244,944.80	259,641.49
Training		0.00	0.00	0.00	0.00
Test Administration		3,480.00	3,614.80	3,649.96	3,585.46
Security Clearances for 44 people at \$45 per person plus / Assumes a 1% annual increase in costs		1,980.00	1,999.80	2,019.80	2,040.00
Supplies / Assumes a 1% annual increase in costs		1,500.00	1,515.00	1,530.15	1,545.45
Other Costs		62,769.80	63,387.60	64,130.68	64,868.99
Parking - Free on Sunday for all; cost for lots to be open for group testing days, estimated 31 days (usual cost is \$6 per person) can be up to 305 families per day / Assumes a 1% annual increase in costs		6,947.83	7,017.31	7,087.48	7,158.36
Increased Janitorial Services to cover increased volume on weekends in washrooms and testing rooms. / Assumes a 1% annual increase in costs		7,700.00	7,777.00	7,854.77	7,933.32
Storage space rental (3 storage rooms for 5 months) / Assumes a 1% annual increase in costs		2,300.00	2,323.00	2,346.23	2,369.69
Facilities Rental - Use of 8 testing rooms, up to 3 auditoriums and additional large rooms, 7 classrooms, and additional overflow space for parents / Assumes a 1% annual increase in costs		45,121.97	45,573.19	46,128.13	46,686.41
Testing / Assumes a 1% annual increase in costs		700.00	707.00	714.07	721.21
Total Request From Funding Agency		432,827.54	446,570.04	464,763.03	480,233.12

Proposed CPS Budget 2013 - 2016 - For 18,000 - 18,999 Student Tests

Personnel	Role in Project	2013	2014	2015	2016
		374,692.57	387,672.57	405,192.81	419,888.60
Dr. Langlois	Primary Investigator	10,090.20	10,090.20	10,293.00	10,293.00
A. Brown - 75% time when project is in progress	Project Mgr - Full time	34,054.43	34,054.43	34,738.92	34,738.92
Dr. Marcus - 100% time when project is running	Licensed Profession	34,054.43	34,054.43	34,738.92	34,738.92
Total Staff Salary		78,199.05	78,199.05	79,770.84	79,770.84
Tara Butterfield - campus logistics		2,050.00	2,050.00	2,070.00	2,070.00
25 Test proctors and check in staff / Admin Support @ \$15 to \$20 per hour based on estimated hrs and level of experience/ The proctors work 20 hours per week throughout the testing season. Additionally, some of them work the hotline once the test score are communicated to parents. While most work 20 hours/week, some work more if needed or less if the schedule has a gap.					
	Student Workers	67,843.52	67,843.52	69,207.17	69,207.17
4 PhD faculty supervisors		8,500.00	8,500.00	9,200.00	9,200.00
Personnel Support for 16 Graduate Student testers @ \$1140-\$1040 hr. for equivalent of 12 semester hours / Annual increase of cost for student workers is 6% / The personnel support (advanced clinical graduate students) work 20 hours per week throughout the testing season. They are paid in tuition dollars as a flat rate for their work. They work primarily with the pre-K population, but assist as needed.					
		218,000.00	231,080.00	244,944.80	259,841.49
Training		0.00	0.00	0.00	0.00
Test Administration		3,525.00	3,580.25	3,595.85	3,831.81
Security Clearances for 45 people at \$45 per person plus / Assumes an annual cost increase of 1%					
		2,025.00	2,045.25	2,065.70	2,086.36
Supplies / Assumes an annual cost increase of 1%					
		1,500.00	1,515.00	1,530.15	1,545.45
Other Costs		70,140.00	70,841.40	71,648.82	72,462.30
Parking - Free on Sunday for all cost for lots to be open for group testing days, estimated 31 days (usual cost is \$5 per person) can be up to 325 families per day / Assumes an annual cost increase of 1%					
		6,947.83	7,017.31	7,087.48	7,158.36
Increased Janitorial Services to cover increased volume on weekends in washrooms and testing rooms. / Assumes an annual cost increase of 1%					
		7,700.00	7,777.00	7,854.77	7,933.32
Storage space rental (3 storage rooms for 5 months) / Assumes an annual cost increase of 1%					
		2,300.00	2,323.00	2,348.23	2,369.69
Facilities Rental - Use of 9 testing rooms, up to 3 auditoriums and additional large rooms, 5 classrooms, and additional overflow space for parents / Assumes an annual cost increase of 1%					
		52,442.17	52,966.59	53,595.26	54,228.21
Audio Visual Equipment Rental for Group Testing / Assumes a 1% annual increase in costs					
		750.00	757.50	765.08	772.73
Total Request From Funding Agency		448,257.57	462,074.22	480,437.48	495,983.61

Proposed CPS Budget 2013 - 2016 - For 19,000 - 19,999 Student Tests

Personnel	Role in Project	2013	2014	2015	2016
		377,625.12	390,705.12	407,776.08	422,472.77
Dr. Langlois	Primary Investigator	10,090.20	10,090.20	10,293.01	10,293.01
A. Brown - 75% time when project is in progress	Project Mgr - Full time administrator	35,315.70	35,315.70	36,025.55	36,025.55
Dr. Marcus - 100% time when project is running	Licensed Professional	35,315.70	35,315.70	36,025.55	36,025.55
Total Staff Salary		80,721.60	80,721.60	82,344.11	82,344.11
Tara Butterfield - campus logistics		2,060.00	2,060.00	2,060.00	2,080.00
20 Test proctors and check in staff / Admin Support @ \$15 to \$20 per hour based on estimated hrs and level of experience/ The proctors work 20 hours per week throughout the testing season. Additionally, some of them work the hotline once the test score are communicated to parents. While most work 20 hours/week, some work more if needed or less if the schedule has a gap.	Student Workers	68,343.52	68,343.52	69,207.17	69,207.17
4 PhD faculty supervisors		8,500.00	8,500.00	9,200.00	9,200.00
Personnel Support for 16 Graduate Student testers @ \$1140 - \$1040 hr. for equivalent of 12 semester hours / Annual increase of cost for student workers is 6% / The personnel support (advanced clinical graduate students) work 20 hours per week throughout the testing season. They are paid in tuition dollars as a flat rate for their work. They work primarily with the pre-K population, but assist as needed.		218,000.00	231,080.00	244,944.80	259,641.49
Training		0.00	0.00	0.00	0.00
Test Administration		4,070.00	4,110.70	4,151.81	4,193.33
Security Clearances for 46 people at \$45 per person plus / Assumes a 1% annual increase in costs		2,070.00	2,090.70	2,111.61	2,132.72
Supplies/ Assumes a 1% annual increase in costs		2,000.00	2,020.00	2,040.20	2,060.60
Other Costs		74,880.42	76,629.22	76,484.52	77,346.36
Parking - Free on Sunday for all; cost for lots to be open for group testing days, estimated 31 days (usual cost is \$6 per person) can be up to 250 families per day		7,954.57	8,034.12	8,114.46	8,195.60
Increased Janitorial Services to cover increased volume on weekends in washrooms and testing rooms. / Assumes an annual cost increase of 1%		7,700.00	7,777.00	7,854.77	7,933.32
Storage space rental (3 storage rooms for 5 months) / Assumes a 1% annual increase in costs		2,300.00	2,323.00	2,346.23	2,369.69
Facilities Rental - Use of 9 testing rooms, up to 3 auditoriums and additional large rooms, 6 classrooms, and additional overflow space for parents / Assumes a 1% annual increase in costs		56,150.86	56,712.36	57,378.49	58,049.27
Audio Visual Equipment Rental for Group Testing / Assumes a 1% annual increase in costs		775.00	782.75	790.58	798.48
Total Request From Funding Agency		455,575.54	470,445.04	488,412.41	504,012.46