

Action Item

Subject:

2017 College Tour

Background:

Each year Proviso Township High School students who have successfully completed the Cambridge Test Prep Program are invited to visit and experience life at several prominent colleges and universities. For many students, the process of determining which school best fits their needs can be overwhelming. The college tour transforms this experience into an enriching and educational opportunity in which students participate in campus tours, meet with admissions representatives, and receive materials needed to evaluate each school.

Administration's Analysis:

This RFP was posted to the district website, published in the Chicago Tribune newspaper, and sent to companies that have submitted proposals in past years. This year, we have selected Brightspark Travel because their cost came in at the budgeted amount.

The following bids were received:

Brightspark Travel	\$119,850
College Campus Tours	\$141,000

Statute, Administrative Policy or Board Rules Statement:

All contracts for supplies, materials, or work involving expenditures in excess of \$25,000 shall be made in accordance with the state law bidding procedure, unless specifically exempted, 105,ILCS 5/10-20.21.

Implementation or Assessment Plan:

This year's college tour will take students to colleges in Pennsylvania, Ohio and Indiana. Some of the schools students may visit Drexel University, Temple University, Penn State, State College of Pittsburgh, University of Pittsburgh, Miami University, University of Dayton, Ball State University, Butler University, Indiana University and the University of Notre Dame.

Students will enjoy a guided historical tour of Philadelphia and participate in a seminar on decision-making skills and leadership. Students will learn how to market their skills to obtain admission to the college that best fits their academic needs.

Students will complete an exit survey and data will be collected regarding the effectiveness of the college tour to create future opportunities driven by students' needs. As in past years, students will be assessed a fifty-dollar participation fee.

Department: Title I Consolidated (East and West)
Account#: 10-1250-3901-15-4300
Budgeted Amount: \$79,900

Department: District Budget (PMSA)
Account#: 10-1900-3101-1-20
Budgeted Amount: \$39,950

Administration's Recommendation:

That the Board of Education of Proviso Township High Schools District 209 accept the Superintendent's recommendation to approve the contract with Brightspark Travel in an amount not to exceed \$119,850, pending legal review.