



**To:** Dr. Mike Riggle  
Board of Education

**From:** Dr. R.J. Gravel  
Dr. Rosanne Williamson

**Date:** Monday, June 25, 2018

**Re:** Approval of Cohort Furniture Purchase

### **Recommendation**

It is recommended that the Board of Education approve a purchase in the amount of \$174,262.44 from Forward Space for the classroom furniture and vertical space used to furnish eight classrooms during the testing phase of the Learning Space initiative.

### **Background**

As part of the Learning Space initiative led by Dr. Williamson and Mr. Bretag, on-site professional development was procured at a cost of \$1,000 per educator (24 total educators). Included in this price, Forward Space and Steelcase partnered to provide on-site professional development as well as to furnish eight classrooms (four per building) with prototype furniture.

The furniture utilized during the professional development activities was based on three (3) different prototype classroom designs. These designs were created by the team of participating teachers, instructional supervisors, and Associate Principals for Curriculum and Instruction during the fall and early spring of the 2017-18 school year, as part of the design thinking process. Given unique qualities of each learning space (e.g. square footage; average student enrollment counts), the number and type of pieces going to each room was different for each space. A summary of the furniture utilized is grouped below, by prototype:

#### **Prototype A (GBS Room 426; GBN Room A209, A132)**

- (1) Teacher Mobile Pocket Cart with Fixed Height
- (1) Teacher Cobi Stool with Swivel Base - Fixed Arms
- (7-9) Ceramic Steel Writable Wall Panels
- (36-55) Personal Verb Whiteboard
- (1) Verb Easel
- (8) Verb Tables - Chevron
- (4) Verb Tables - Rectangle
- (2) Campfire Paper Tables
- (0-1) Campfire Skate Table
- (20) Cobi Chair with Swivel Base - Fixed Arms
- (8) Cobi Stool with Swivel Base - Fixed Arms
- (4) Campfire Soft Seating - Half Lounge
- (6-10) Verb Walltrack
- (30) Hook - Front Mount

**Prototype E (GBS Room 224; GBN Room A215)**

- (1) Teacher Mobile Pocket Cart with Adjustable Height
- (1) Teacher QiVi Stool with Mesh Back and Personal Worksurface
- (9-11) Ceramic Steel Writable Wall Panels
- (28-36) Personal Verb Whiteboard
- (2) Verb Table Media - Trapezoid
- (12) Verb Table Personal - Rectangle
- (2) Table Occasional
- (0-12) Node Chair with Tripod Base and Personal Workspace
- (12) Node Chair with 5 Arm Base
- (8) Node Stool with 5 Arm Base
- (2) Buoy Seat
- (2) B-free Soft Seating Cube - Large
- (6-8) Verb Walltrack
- (30) Hook - Front Mount

**Prototype H (GBS Room 280; GBS Room 463; GBN Room A244)**

- (1) Teacher Mobile Pocket Cart with Fixed Height
- (1) Teacher Node Stool with 5 Arm Base
- (0-1) Campfire Mobile Storage Wardrobe
- (0-1) Bivi Storage - Open Depot
- (4-9) Ceramic Steel Writable Wall Panels
- (30-42) Personal Verb Whiteboard
- (2-4) Mobile Ceramic Steel Screen with Marker Tray
- (0-2) Verb Tables - Personal Keystone
- (4-9) Verb Tables - Chevron
- (1-3) Verb Tables - Rectangle
- (0-2) Verb Table - Rectangle with Adjustable Height
- (1-2) Campfire Paper Tables
- (0-2) Campfire Table - Personal
- (0-3) Campfire Skate Table
- (6-20) Node Chair with Tripod Base
- (6-9) Node Stool with Mid Back and 5 Arm Base
- (3) Buoy Seat
- (3-5) Campfire Soft Seating - Half Lounge
- (4-9) Verb Walltrack
- (20-30) Hook - Front Mount

[As shared in the attached presentation](#), the implementation of the above stated prototypes was extremely successful. The measured feedback from students and teachers indicated tremendous growth with regard to the student engagement. Reimagined classrooms enhanced our teachers' ability to create dynamic, authentic learning activities for their students.

The District has the opportunity to purchase the items in the cohort classrooms for the amount of \$174,262.44. This total amount reflects a \$24,000 credit for the professional development costs that have already been paid by the District. In comparing market prices of items recently purchased by the district, if purchased new, prototype classrooms are estimated to cost approximately \$220,071. The purchase of furniture would typically involve a public bidding process, in accordance with Illinois School Code (105 ILCS 5/10-20.21). However, because this is previously-owned, used furniture, a bid is not required as it will not render a fair comparison

of prices (e.g. each vendor would need to have the exact amount and type of used furniture in the desired condition).

Given the cost savings available, and the success of the learning spaces that have been utilized by our students and staff, it is recommended that the Board of Education accept Forward Space's offer of purchasing the used furniture in the amount of \$174,262.44. This purchase will be funded using available budget resources that were originally approved by the Board of Education as part of the Instructional Innovation budget for FY2017-18.

### **Next Steps**

Recognizing the positive results from these prototypes, the leadership teams of both schools are working together to create a two-year implementation plan, which will provide updated learning spaces for a minimum of 100 classrooms. The District intends to extend a request for furniture samples to a variety of furniture manufacturers. The goal of reviewing samples is to identify comparable pieces of furniture that match the qualities and design traits that have been defined as part of the redefined learning spaces. Following a review of the information collected through the samples and information collected through the process, a formal bid specification, with specific manufacturer and furniture models will be made available to manufacturers and resellers.

### **Recap of Teacher and IS Feedback Activities**

- June 2017 - I.S.'s and other administrators attended Steelcase University PD sessions
- September 2017 - Teachers attended Steelcase University PD sessions
- October 2017 - Leadership team validated teacher feedback to ensure represented in first round of prototypes
- October 2017 - Teachers and I.S.'s debriefed Steelcase Visit and participated in Round 1 prototypes
- November 2017 - Leadership team validated that teacher thematic feedback was included in Round 2 prototypes
- December 2017 - Teachers and I.S.'s participated in Round 2 prototypes review & finalized prototypes for classrooms
  - PD needs identified based upon teacher feedback
- December 2017 - Meetings by department with I.S.'s, teachers & associate principals to share specific classroom prototypes for furniture and discuss and confirm AV
- January-Feb. 2018 - Professional development designed and testing process finalized
- February 2018 - Google Classroom launched for open forum sharing and discussing of issues and needs regarding the learning spaces
- March 2018 - Prototypes installed and Testing Phase began
- April 2018 - Ongoing professional development and review of spaces
- April 2018 - MidPoint Review of Testing Phase with Teachers and I.S.'s
- May 2018 - Data collected and Testing Phase completed
- May 2018 - Professional development for teachers and I.S. on Well-being and creativity
- May 2018 - Voting on Prototypes based upon Driver Alignment
- June 2018 - Meeting with Prototype Teams of Teachers for refinement
- June 2018 - Met with individual departments to determine department needs, department professional development, and department implementation timeline