



ST. MARY CATHOLIC CHURCH

10307 Dundee Road, Huntley, Illinois 60142
Phone: (847) 669-3137 • Fax: (847) 669-3138
Website: www.stmaryhuntley.org

Monday, May 14, 2018

Mr. Michael Kagan
Superintendent of Schools
Diocese of Rockford
P.O. Box 7044
Rockford, IL. 61125

Dear Mike:

As you know, after you and Ellen Lynch met with Steve Baldwin, Superintendent of Marian Central Catholic High School, on Monday, April 23rd, I sent you a letter the following day, on Tuesday the 24th, outlining my intent to call an executive session of the Executive Committee of the school's Council of Administration in order to investigate and review the details and the facts regarding the Diocese's concerns with Mr. Baldwin. We were able to convene the Executive Committee the following Tuesday, May 1st. At that meeting we spent a significant amount of time with Steve himself, as warranted by the seriousness of the allegations brought against him by the Diocese. As has always been the case in our numerous dealings with him, we found Steve to be completely forthright, transparent, and open with the Committee. After Steve left, the Committee went into executive session for further discussion. Since that meeting, we have completed our due diligence and fact-finding and examined all the material information, and I am writing today to share with you our findings, recommendations, and questions.

From the beginning of this process last November, Mr. Baldwin has demonstrated outstanding stewardship regarding the funding necessary in order to implement a long over-due 1:1 program for our students. Having personally worked with the e-rate program in the past, he recommended we seek that funding in order to realize substantial savings. We were grateful for the suggestion, of course, as Marian had never previously worked with the e-rate program. Upon further recommendation from the Diocese, the school agreed to seek a consultant group to assist us with our e-rate filing for 2018-19. At our meeting of November 30, 2017, the Executive Committee approved both the 1:1 program and the school's decision to work with Coleman Group Consulting for the filing. The school's contact with Coleman then became Mr. Ben Goldman, who began regular correspondence with Steve and with Julie Houk, Marian's I.T. Coordinator.

Based on the equipment needed by Marian for the 1:1 program, a request for bids was posted by Coleman on February 2, 2018. At our Executive Committee meeting of February 24, 2018, the Committee was updated on the program and the bidding process in detail by Mr. Baldwin, and the Committee unanimously approved the school's desire to go with the lowest bidder when that process concluded. The bidding process was closed by Coleman on March 2, 2018, and after the bids were reviewed by Coleman and Marian, the school received an email from Mr. Goldman on March 5, 2018 recommending

we work with C.D.W. because their bid was the lowest. The school agreed, and asked Mr. Goldman to assist us with moving forward with C.D.W.

On March 9, 2018 the school received from Mr. Goldman the “quote confirmation” from C.D.W., as well as a “customer purchase agreement” (see attached) in order to lock in the pricing. At Mr. Goldman’s request, that agreement was signed by Steve on March 13, 2018, with the understanding that doing so simply guaranteed the quoted cost for Marian for one calendar year, beginning on April 1, 2018, as stated on the agreement under section 6, “term and renewal of agreement.” Steve’s extensive involvement with the e-rate program in the past had confirmed that signing the agreement did not obligate Marian Central Catholic High School to actually purchase any product/services from C.D.W. (This has also been the understanding all along of Julie Houk, Debbie Novy, the school’s Principal, Peggy Murwin, the school’s business manager, and Mr. Goldman, as well.) In addition, after his meeting with you on January 31, 2018 Steve was well aware that funds could not be spent until after final approval had been granted by the Chancery and by Monsignor Nelson, and he and I have personally had that conversation on numerous occasions since that date. With Holy Week quickly approaching on March 26, we knew that approval before then was unlikely, so Steve sent the school’s request for permission to proceed to Monsignor Nelson on Tuesday, April 3, 2018 (see attached). We also wanted to make sure that the e-rate funding was going to be granted so that we would be able to note those savings in the request letter. Without the e-rate funding the project would not be moving forward anyway and the agreement itself would be moot. Once the school received word that the e-rate funding would be granted, the letter was sent on April 3, and it clearly shows Steve’s intent to communicate with Monsignor and to attain his official approval before proceeding with any purchases.

At our Executive Committee meeting of April 10, 2018, Mr. Baldwin again updated us in great detail regarding the standing of the program, and re-iterated to us that nothing could be done without the “final approval from the Diocese,” for which the school was patiently waiting. Earlier that same day Deb Beatty had left Steve a voice-mail message regarding the agreement, and he had Peggy Murwin contact Deb to inquire what might be needed. Deb said that Monsignor Nelson needed an unsigned copy of the e-rate agreement with C.D.W., instead of the one with Steve’s signature on it. Peggy informed Mr. Baldwin of the request and said she could simply white-out Steve’s signature and send that as a clean copy, which she then did in an email to Deb Beatty’s attention.

On April 17, 2018 Steve asked Peggy Murwin to contact Deb Beatty again to inquire if the final approval would be forthcoming, as the e-rate agreement could not be converted to a purchase order without final approval from Monsignor Nelson. Later that same evening Steve further reiterated that Marian was still waiting for final approval from the Diocese before we could proceed as we discussed the proposed school budget for 2018-19 at a meeting with the full Council of Administration. The next day (April 18) Peggy and Steve received an email from Deb which stated: *“We did not review this proposal on our end as the proposal had already been signed by Steve and submitted to the contractor. This made it a moot point for Ellen to review for any legal language issues and for Msgr. Nelson to sign as corporate vice-president and give his written approval. We are aware of this purchase and have put a copy of it in our file for Marian CCHS. As a reminder, all projects and purchases over \$12,500 require the approval and the signature from the Ordinary or his Delegate according to the prosynodal legislation of the Capital Projects Procedural Manual. In the future, please forward a letter of request along with the unsigned proposals*

for any total project/purchase over \$12,500 to Msgr. Nelson prior to it being done so it can be properly reviewed and signed.”

The response was confusing to Mr. Baldwin and the staff since no “purchase” had yet been made, and the school was still waiting for the approval from Monsignor Nelson as outlined in the letter of April 3.

From our examination of the correspondence involved and of the material information available, it is clear that there was some confusion regarding the nature of the agreement with C.D.W., and that confusion is clearly the crux of the matter in this case. Desiring to clear up that confusion, we reached out via email to Mr. Goldman from Coleman and asked for further clarification regarding the exact nature of the March 13, 2018 agreement signed by Steve and submitted to Monsignor Nelson for final approval. He replied via email on May 10, 2018, with the following:

“No problem, it’s totally understandable- the E-rate process can be pretty complex at times. Though you are not able to make E-rate eligible purchases until April 1, E-rate rules require all applicants to begin the process of applying for funding long before then. The required first step is that you post a Form 470 (essentially a brief RFP (“request for proposal”)) for suppliers to bid on the items for which you would like to receive funding. Once that bidding process is closed, E-rate rules require that you select a supplier and sign a contract. The awarded supplier in this case was CDW-G, so you then signed an agreement with them. However, as you indicated, this agreement does not commit you to purchasing the items before your E-rate funding is approved. The reason that CDW-G had you sign an agreement before the funding cycle began is to fall in line with the required initial E-rate steps, which are 1) posting the 470, 2) selecting the supplier (and signing the agreement), and 3) applying for funding. I hope this helps, let me know if you need any clarification.”

As noted by Mr. Goldman, the agreement did not commit Marian to purchasing the items; and as stated previously, Mr. Baldwin, Peggy Murwin, Julie Houk, Deb Novy, and Mr. Goldman himself, have all agreed and shared the same impression from the beginning, namely, that the agreement was simply a part of the standard application process for e-rate funding, and that only after the e-rate cycle opened on April 1, 2018 and approval was granted by the Diocese would Marian be able to place any orders for materials or services with CDW.

Therefore, after a careful and measured process of examining the facts in this case, the Executive Committee of Marian Central finds no evidence of any unprofessional, unethical, or insubordinate behavior on the part of Steve Baldwin, the school’s Superintendent. Nor do we find any evidence of any “intentionally misleading or grossly negligent” behavior on his part, as was stated by Ellen Lynch at your meeting of April 23, 2018. Our investigation, in fact, has shown just the opposite: Mr. Baldwin’s actions have given no cause for concern and he has executed the duties of his job in a professional, responsible, ethical, and transparent manner. As such, the Committee finds no material grounds for the actions proposed in the memo given to Mr. Baldwin during your meeting with him on April 23, 2018.

During this examination process, several critical questions were raised by the Executive Committee regarding this reprimand of Mr. Baldwin and the punitive nature of the actions set forth within that April 23rd memo:

4.

1. Why was Mr. Baldwin given a “written reprimand” and warning at the January 31, 2018 meeting with you for violating a policy that he had never been told about or given? (As stated in Deb Beatty’s email of April 18, that policy is only found in writing in one place, in the 2002 Fourth Synod of the Diocese of Rockford, a copy of which, to our knowledge, still has never been given to Steve and which is not found at Marian High School.)
2. Was there any attempt by the Diocese before the April 23rd meeting to contact Steve and clarify the terms and conditions of the e-rate agreement before deciding his guilt/innocence and the consequences to be taken?
3. Was there any consideration given to my letter to you of April 24, 2018 (see attached) and our subsequent phone conversation that same day requesting that any further action on the part of the Diocese be delayed until the Executive Committee could meet and carefully investigate the matter? (You will recall that in our conversation you told me that you would “make sure the Chancery sees it.”)
4. And, finally, has the Diocese previously had any experience with, or exposure to, such e-rate agreements and the application process? If not, was there any attempt to perform a similar discovery as the Executive Committee has done in order to learn about the contractual obligations of an e-rate program prior to the actions taken against Mr. Baldwin?

Regarding the punitive nature of the six “action” points outlined in the April 23, 2018 document which you gave to Mr. Baldwin on that same day:

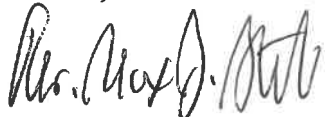
1. What is the purpose of having Mr. Baldwin maintain a log of his work activities and contacts outside of the building? On a daily basis he already tells his secretary, Laurie DiSilvio, where he is going and for what purpose. You will also recall from the school’s search process that Steve was expressly hired for what he can accomplish outside of the building, that is, promotion of Marian to the wider community, the fostering of relationships with alumni, the solicitation of major gifts and donations, and deepening connections with the Deanery schools, parishes, and priests...all points on which he has been exceeding our expectations and been a tremendous credit to Marian.
2. Why has Steve been directed to submit his expense reports directly to you? If so, that would seem to imply some sort of improper conduct or discretion on his part, and what would that conduct be?
3. What is the need to alter the reporting structure within the school regarding the business manager (especially given the fact that Ms. Novy has no financial experience, and the Superintendent is charged with the administration of the school, the submission of the annual budget, and ultimate responsibility for the business management of the school, as well as all of its moneys, deposits, and disbursements)?
4. And finally, what grounds or merits are there for reducing Mr. Baldwin’s compensation by twenty percent for the 2018-19 fiscal year, and what are the labor/contractual risks of doing so once a contract has already been signed and consummated?

The Committee also expressed a number of deep concerns. We are concerned, first of all, with the potential negative impact the April 23rd meeting and the six "action" points can have on Steve and his desire to work for the Diocese. He has been a fantastic asset to the school and the Deanery already on numerous fronts, and to lose him as superintendent would be devastating to the school, where he is respected and well-liked. We have worked exceedingly hard over the last two years to re-build trust within the faculty, staff, families, students, pastors, and benefactors of the Marian community after the division that was caused by the events surrounding Mr. Edmonson's tenure and dismissal. If Steve or other key members of the Administration were to leave then that trust could be permanently damaged or lost.

We are further concerned of a loss of support not only for the school, but for the Diocese and Catholic education in general, as families would question why they would support either given the seemingly constant turmoil and subsequent intervention by the Diocese. The Committee is also concerned by Ellen Lynch's phone call to Deb Novy on April 25, 2018, informing her that Peggy Murwin now reports directly to her rather than to Steve. That phone call implies to both Deb and Peggy that Steve cannot be trusted for some reason, and that the Diocese has lost confidence in him to perform his duties; and such an implication can have a profoundly negative impact on Ms. Novy, Ms. Merwin, and the rest of the administrative team.

Therefore, Mike, we would like to work with both you and Ellen Lynch to continue this investigative process with full transparency and due diligence, to fill in any gaps regarding our questions, and to construct a just approach for both communicating with Steve in this matter and for evaluating his conduct, character, and performance. We will look forward to your response.

In Christ,



Rev. Max J. Striedl

Council of Administration President, with Executive Committee members: Rev. David Austin, Mr. Ray Jones, Mr. Brian Kelly, Mr. John Mercurio, Mr. Scott Shephard, and Mr. Mike Mocogni

P.S. After this letter was composed, the Committee has learned of the garnishment of Mr. Baldwin's current wages. This was not included in the memo handed to him on April 23, 2018, and is completely unacceptable (and perhaps illegal), and needs to be immediately reversed.

C. C. Ms. Ellen B. Lynch, Diocesan General Counsel and Chancellor

Attachments:

Quote Confirmation

E-rate agreement

Letter of April 3, 2018 seeking permission

Letter of April 24, 2018 regarding investigative process

QUOTE CONFIRMATION



DEAR JULIE HOUK,


Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
JNFD195	1/24/2018	JNFD195	9004397	\$54,215.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Cisco Meraki MR42 Cloud Managed - wireless access point Mfg. Part#: MR42-HW UNSPSC: 43223108 Contract: MARKET	70	4000284	\$549.50	\$38,465.00
Cisco Meraki Enterprise Cloud Controller - subscription license (5 years) - Mfg. Part#: LIC-ENT-5YR UNSPSC: 43232901 Electronic distribution - NO MEDIA Contract: MARKET	70	3354009	\$225.00	\$15,750.00

PURCHASER BILLING INFO		SUBTOTAL		
Billing Address: MARIAN CENTRAL CATHOLIC H.S. ACCOUNTS PAYABLE 1001 MCHENRY AVE WOODSTOCK, IL 60098-3035 Phone: (815) 338-4220 Payment Terms: NET 30 Days-Govt/Ed		\$54,215.00		
		SHIPPING		\$0.00
		GRAND TOTAL		\$54,215.00
DELIVER TO		Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515		
Shipping Address: MARIAN CENTRAL CATHOLIC H.S. JULIE HOUK 1001 MCHENRY AVE WOODSTOCK, IL 60098-3035 Phone: (815) 338-4220 Shipping Method: DROP SHIP-GROUND				

Need Assistance? CDW•G SALES CONTACT INFORMATION

	Meghan Ruscheinski		(877) 325-8048		meghrus@cdw.com
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This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>
 For more information, contact a CDW account manager

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CDW Government LLC
Purchase Agreement for E-Rate Customers
JNFD195
Contract #210642
Spin #143005588
FCC Registration #0012123287

This E-rate Customer Purchase Agreement (this "Agreement") is by and between CDW Government LLC an Illinois corporation with an office at 230 N. Milwaukee Ave., Vernon Hills, Illinois 60061 ("Seller"), and MARIAN CENTRAL CATHOLIC HIGH SCHOOL, a non-profit school or library eligible for Universal Service funding, with offices at 1001 MCHENRY AVE, WOODSTOCK, IL 60098-3035 ("Customer") and is effective on April 1, 2018 ("Effective Date").

Definitions:

As used in the Agreement, the following terms shall have the meanings set forth below:

"E-Rate" – The education rate funding program that is a part of the Schools and Libraries Program that provides discounts to keep students and library patrons connected to broadband and voice services and which is one of the programs that form the Universal Service Program.

"Products" – E-rate eligible products or services that include computer related hardware but are not limited to caching servers, routers, switches, wireless access points, installation, and warranty maintenance and other items which are eligible for E-rate discounts in accordance with the rules issued by USAC.

"Customer" – an E-rate customer that is a school or library eligible to participate in the E-Rate program and, that is applying for E-Rate discount on Products ordered from Seller.

"Funding Commitment Decision Letter" or "FCDL" – A letter that a Customer receives from USAC which indicates the applicable discount amount for a specific funding year.

"Funding Year" – The specific calendar period, as defined by the SLP, during which the Customer is approved for funding or discounts on Products.

"SLP" - The Schools and Libraries Program of the Universal Service Fund, which includes the E-Rate Program and that is administered by the Universal Service Administrative Company (USAC) under the direction of the United States Federal Communications Commission ("FCC").

"Universal Service Administrative Co." or "USAC" – The not for profit organization designated by the U.S. Federal Communications Commission ("FCC") to administer and ensure compliance with the Universal Services Fund.

1. TERMS AND CONDITIONS

All orders submitted to Seller by Customer for Products under this Agreement are subject to the terms and conditions on Seller's website at <http://www.cdwg.com/content/terms-conditions/product-sales.asp> (the "Product Sales Terms and Conditions"), unless otherwise stated herein.

2. PURCHASE AUTHORIZATIONS

A. E-Rate Status

Customer represents and warrants that it qualifies as eligible under the SLP to receive E-Rate funding.

CUSTOMER FURTHER ACKNOWLEDGES AND AGREES THAT THIS AGREEMENT, WHEN EXECUTED, CONSTITUTES A CONTRACT AS REQUIRED BY USAC and the SLP.

B. E-Rate Purchases

Customer represents and warrants that all purchases made under this Agreement shall be for its own use and that it is eligible to receive E-Rate funding as specified by USAC.

IN ACCORDANCE WITH FCC REQUIREMENTS, THE CUSTOMER SHALL SUBMIT A COMPLETED AND SIGNED FCC FORM 486 TO USAC The Form 486 shall be approved by USAC prior to order placement with Seller.

3. ORDERING AND ASSISTANCE

A. Ordering

Purchase orders shall be submitted directly to Seller at the following address or fax number:

CDW Government LLC
Attn: E-Rate Sales K-12
230 N. Milwaukee Ave.
Vernon Hills, IL 60061

Phone: 800-328-4239

Facsimile: Please fax Purchase Orders to your Account Manager

B. Required Information

All orders shall include 1) a contact name; 2) phone number; 3) purchase order number; 4) part number; 5) Product description; 6) original and discounted Product price 7) percentage Customer owes and percentage SLP owes (if applicable) 8) ship to location; 9) bill to location; and 10) FRN number for each part number. SEPARATE PURCHASE ORDERS SHALL BE SUBMITTED FOR PRODUCTS THAT ARE NOT ELIGIBLE FOR E-RATE FUNDING. ALL ORDERS SHALL BE SUBJECT TO ACCEPTANCE BY SELLER.

C. Assistance with Order

Customer may call 1-800-328-4239 to get assistance on any purchase order. Any terms or conditions stated in or on the Customer's purchase order which are inconsistent with or in addition to the terms and conditions in this Agreement or the Product Sales Terms and Conditions shall not be valid, are considered null and void and shall not be applicable to or binding on Seller.

FOR PRODUCTS WHICH ARE DISCONTINUED AFTER A CUSTOMER ORDER HAS BEEN ACCEPTED BY SELLER BUT BEFORE THE PRODUCT HAS SHIPPED, SELLER WILL MAKE REASONABLE EFFORTS TO OFFER A COMPARABLE OR BETTER PRODUCT AT THE SAME OR LESSER PRICE, IF AVAILABLE, UPON SLP'S APPROVAL OF THE PRODUCT SUBSTITUTION.

4. PRICE AND PAYMENT TERMS

Payment terms are subject to continuing credit approval by Seller. Seller may change credit or payment terms at any time when, in Seller's opinion, Customer's financial condition, previous payment record, or the nature of Customer's relationship with Seller so warrants.

Seller may discontinue performance under this Agreement (i) if Customer fails to pay any sum when due under this Agreement or any other agreement with Seller until payment is received or (ii) if Customer is in violation of applicable laws and regulations.

A. Price

The Price shall be as set forth on the Customer's quote from Seller and which is in the form attached hereto as Exhibit I. All prices are exclusive of federal, state, local, or other taxes, which shall be the responsibility of the Customer.

B. Payment Terms

Customer must choose one of the following payment methods. However, Customers that choose to order Products prior to receiving their FCDL shall be required to follow the BEAR payment method.

1. **Form 474 Service Provider Invoice (SPI) Method**
Seller will invoice the Customer for the Product price, as set forth on the Product quote, net of the FCDL amount. Customer shall be responsible for making payment within thirty (30) days from date of invoice.
2. **Form 472 Billed Entity Applicant Reimbursement (BEAR) Method**
Seller will invoice Customer, upon Product shipment, for the total purchase price without regard to any SLP funding applied to that purchase price for the Products. Customer shall pay the invoiced amount within thirty (30) days from the date of invoice.

All payments, regardless of method, shall be submitted to the address set forth below:

CDW Government LLC
Attn: Accounts Receivable
230 N. Milwaukee Ave.
Vernon Hills, IL 60061

CUSTOMER MAY EITHER WAIT TO PLACE AN ORDER PRIOR TO OR AFTER RECEIPT OF ITS FCDL. IN THE EVENT THAT CUSTOMER PLACES AN ORDER PRIOR TO RECEIPT OF THE FCDL, CUSTOMER SHALL BE RESPONSIBLE FOR PAYMENT OF THE ENTIRE PURCHASE PRICE WITHOUT REGARD TO SLP FUNDING.

5. NON-ASSIGNABILITY AGREEMENT

Customer shall not assign or otherwise transfer its rights or delegate its obligations under this Agreement without Seller's advance written consent. Any attempted assignment, transfer or delegation without such consent shall be void.

6. TERM & RENEWAL OF AGREEMENT

The term of this Agreement shall be for a period of one (1) year commencing on April 1, 2018 ("Effective Date). Notwithstanding the foregoing, Seller may terminate this Agreement at any time for any reason upon thirty (30) days prior written notice to the Customer. In addition, the Customer may immediately terminate this Agreement or withdraw an order upon written notice to Seller in the event that funds are not appropriated to Customer under this program ("Termination Notice"). In the event that Customer terminates this Agreement due to non-appropriation of funds, then Seller may immediately cease performance. However, the Customer shall remain liable for any Products that Seller has shipped or services already provided or subscribed and purchased prior to Seller's receipt of the Termination Notice. Customer shall also be responsible for any of Seller's out-of-pocket costs arising as a result of any such termination.

The term of this Agreement may be renewed in the event that Customer receives an extension of funding from the SLP and upon Seller's and Customer's mutual written consent.

7. NOTICES

All notices and other communications required or permitted under this Agreement shall be served in person or sent by U.S. mail, Federal Express, or equivalent carrier at the following address:

If to Seller:
CDW Government LLC
Attn.: Director, Program Sales
2 Corporate Drive, Suite 800
Shelton, CT 06484

If to Customer:
MARIAN CENTRAL CATHOLIC HIGH SCHOOL
1001 MCHENRY AVE
WOODSTOCK, IL 60098-3035

8. GENERAL

If any term or provision herein is determined to be illegal or unenforceable, the validity or enforceability of the remainder of the terms or provisions herein will remain in full force and effect.

9. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between Seller and Customer, and supersedes and replaces any and all previous and contemporaneous communications, representations or agreements between the parties, whether oral or written, regarding transactions hereunder. No provision of this Agreement may be waived or modified except by an amendment signed by an authorized representative of each party.

10. GOVERNING LAW

This Agreement will be governed by the laws of the State of Illinois, without regard to conflicts of laws rules. Any litigation will be brought exclusively in a federal or state court located in Cook County, Illinois, and Customer consents to the jurisdiction of the federal and state courts located therein Customer shall submit to the jurisdiction thereof and waives the right to change venue. Customer further consents to the exercise of personal jurisdiction by any such court with respect to any such proceeding.

11. DOCUMENT RETENTION

All documents related to this Agreement will be kept on file by both parties for a period of ten (10) years after the project completion in accordance with the rules of the SLP.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written. This contract is for Funding Year 21 (2018) which is effective as of July 1, 2018 and terminates on June 30, 2019.

CDW Government LLC


(Authorized Signature)
Mark A. Ellis

Printed Name
Title: Manager, Program Management
Date: 3.13.2018

Customer

(Authorized Signature)

Printed Name
Title: _____
Date: _____



MARIAN CENTRAL CATHOLIC HIGH SCHOOL

1001 McHenry Avenue • Woodstock, IL 60098-3099

Phone (815) 338-4220 • FAX (815) 338-4253

April 3, 2018

Msgr. Glenn Nelson
Vicar General
555 Colman Center Drive
P. O. Box 7044
Rockford, IL 61125

Msgr. Nelson,

I am requesting permission, on behalf of Marian Central Catholic High School, to make a purchase that exceeds the Diocesan limitation on spending.

We wish to update the wireless structure inside our building to be ready for a student 1:1 program. We need to purchase new wireless access points to handle the volume of devices on our wireless system. The purchase price of the equipment is \$54,215.00. This equipment did qualify for the e-rate program. We will pay the full purchase price now as we place the order and then we will receive \$21,686.00 back from e-rate in the fall. Marian's Executive Council has approved the purchase. We would use funds from our Capital Expense account in our 2017-2018 budget.

We are seeking Diocesan permission to spend \$54,215, which is in our budget so we can move forward on this project.

If you have any questions or need any clarifications, or if we must supply any more information on our end to achieve our request, please contact me.

Sincerely,

Steve Baldwin
Superintendent



ST. MARY CATHOLIC CHURCH

10307 Dundee Road, Huntley, Illinois 60142
Phone: (847) 669-3137 • Fax: (847) 669-3138
Website: www.stmaryhuntley.org

Tuesday, April 24, 2018

Mr. Michael Kagan
Diocesan Superintendent of Schools
Diocese of Rockford
P.O. Box 7044
Rockford, IL. 61125

Dear Mike:

Given the events that transpired yesterday, and the six proposed points that were presented to Steve Baldwin, Superintendent of Marian Central Catholic High School, according to the by-laws of the school and as President of the Council of Administration, I have called an executive session of the Executive Committee of the Council to review and investigate the details and facts of the current situation. Once the Committee has met, we will present to you our conclusions and recommendations regarding Mr. Baldwin and the six proposed points. In the meantime, we respectfully ask that the Diocese wait on any final decisions regarding the administration of the school and reporting structures within it until the Committee is able to report back. Thank you for your understanding regarding this important matter concerning the governance of the school.

In Christ,

Rev. Max J. Striedl
President, Marian Council of Administration