



Board of Education

TO: Board of Education
FROM: Executive Director of Business & Operations, Karen Apostoli
DATE: November 20, 2025
RE: Property Tax Levy – December 2025

This memo is:

- ☐ Information only.
☐ Information with a recommendation, and a request for Board consent.
☒ Information with a recommendation, and a request for Board approval by vote.

Date by which a Board decision is needed: November 20, 2025 - Intent to Levy

December 18, 2025 - Aggregate Levy

Previous memos on this topic can be found:

- ☐ in previous Board packet(s) dated. _____
☐ or attached to this memo

Basic information:
#1 - The administration is requesting that the Board of Education adopt the <u>Intent to Levy Taxes Resolution</u> at the November 20, 2025, Board of Education meeting.
#2 - The administration is requesting that the Board of Education adopt a <u>resolution to approve the Aggregate Property Tax Levy</u> on December 18, 2025.
Background or historical information:
Previous decisions, actions or parameters that relate to this topic or issue:
1. The Intent to Levy Taxes Resolution is presented to the Board of Education for discussion on November 20, 2025.
2. The Resolution must be adopted by the Board of Education (on November 20, 2025) at least 20 days preceding the Adoption of the Aggregate Property Tax Levy (December 18, 2025).
3. A Public Hearing must be held by the Board of Education (December 4, 2025) preceding the adoption of the aggregate levy if the proposed Property Tax Levy exceeds 105% of the previous year's taxes extended.
4. Notice of proposed Intent to Levy Taxes Resolution and Public Hearing must be published in a newspaper of general circulation no more than 14 days and no less than 7 days from the date of the Public Hearing to be held by the Board of Education.

5. Notice of Public Hearing will be published between November 21, 2025, and November 27, 2025, per Illinois School Code.
6. Regularly scheduled Board of Education meeting to hold Public Hearing on December 4, 2025.
7. Adopt 2025 Aggregate Property Tax Levy at a regularly convened meeting of the Board of Education on December 18, 2025, after holding the Public Hearing on December 4, 2025.
8. Board of Education signs Certificate of Compliance and Certificate of Levy.
9. Adopted and signed Property Tax Levy and Certificate of Compliance MUST be filed with DuPage County Clerk by the last Tuesday of December (December 30, 2025).

Timeline:

1. November 20th - Intent to Levy Taxes resolution presented to BOE. Resolution to Adopt Aggregate Property Tax Levy is presented to BOE.
2. November 20th - Board adopts Intent to Levy Taxes resolution. Notice of Public Hearing on Intent to Levy Taxes resolution published in local newspaper. *By law, we are required to hold a Public Hearing and post notice of a Public Hearing if the Levy exceeds 105% of last year's Oextension amount.*
3. December 4th - Public Hearing on Intent to Levy Taxes Resolution.
4. December 18th - BOE adopts Resolution to Adopt Aggregate Property Tax Levy at BOE meeting.
5. BOE signs Certificate of Compliance and Certificate of Levy.
6. Prior to December 30th - Certificate of Compliance and Certificate of Levy filed with DuPage County Clerk's office.

Recommendations:

#1 - The administration recommends that the Board of Education adopt the **Intent to Levy Taxes Resolution**.

#2 - The administration recommends that the Board of Education adopt the **Resolution to Adopt the Aggregate Property Tax Levy**.

Other questions? What else does the Board wish to know?: