

## **Finance Committee Meeting**

Monday, May 3, 2021 5:30 PM

Grodsky Administration Building, 700 N Schoenbeck Rd, Prospect Heights, IL  
60070

### **I. Call to Order**

### **II. Discussion Items**

A. Stipend Adjustment for 2021-22 School Year

B. 2021-2022 Staffing Recommendation

C. FY22 Bill Payment Resolutions

D. Update on Bond Sale

E. Disposal of Surplus Equipment Approval

F. Financial Reporting to the Committee

1. Activity Fund Balances

### **III. Old Business**

A. Approval of Minutes - Finance Committee Meeting  
of April 6, 2021.

### **IV. New Business**

### **V. Adjournment**



**PROSPECT HEIGHTS DISTRICT 23  
FINANCE COMMITTEE & BOARD OF EDUCATION  
ACTION ITEM**

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**Date:** April 30, 2021

**Title:** Approval of Stipends for 2021-22

**Contact:** Amy McPartlin, Assistant Superintendent for Finance & Operations

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**BACKGROUND INFORMATION:**

Annually, the Extra-duty committee of PHEA representatives and Administration reviews the implementation, attendance, and distribution of negotiated extra-duty positions. This committee reviews requests for shifts among existing stipend allocations to modify programs or offerings that better meet student interest and need. Staff and Administration were commended for their flexibility and creativity in providing these important opportunities to our students during the COVID pandemic. While many other Districts chose to cancel many or all activities, our coaches and sponsors identified new and modified ways of keeping students engaged in music, performing arts, athletics, learning and service clubs.

At this time, there are no recommendations to modify the Extra-duty stipend positions for next school year. Included in this memo are the PHEA stipends and allocations for the 2021-22 school year.

In addition, Administration reviews the number of Board allocated stipends and brings forth recommendations for adjustments based on programming needs. For the 2021-22 school year, Administration is recommending the following adjustments be made:

**Additional Stipend - Growing Green Project Club  
Budgetary Impact \$ 634.22**

The proposed after school club would be led by Brian Rominski, Director of Buildings & Grounds, and one (1) Board stipend PHEA member. There has been an increasing number of students interested in recycling, sustainability, and general environmentalism. Student participation would reach grades 4-8. The proposed Growing Green Project Club would meet six (6) times per year. Each school year, the Club would focus on one (1) environmental outreach project, for example, “classroom recycling” and one (1) service oriented project, for example, “outside cleanup day”. The creation of the club would provide additional opportunities for outreach and service oriented projects, as well as student led leadership roles.

**Additional Stipend - MacArthur Middle School Athletic Director  
Budgetary Impact \$ 1,602.14**

As the interscholastic opportunities at the middle school level require a significant amount of coordination between schools, transportation providers and coaching staff, Administration is requesting an additional stipend for the position of the MacArthur Athletic Director. General responsibilities would include scheduling of all sports/intramurals (contests and transportation), facilitation of coaches meetings, participation in the Illinois Elementary School Association (IESA), coordination of supply and equipment purchases, equipment & uniform oversight, monitor student adherence to academic expectations. The recommended stipend amount is consistent with the current amount for the Team Leader position.

**Additional Stipends - Support Staff Team Leaders (4 @ \$1,602.14)  
Total Budgetary Impact \$ 6,406.56**

Communication within and across the teams in each school is essential to ensure our District's vision to create opportunities that inspire all students to grow as learners, individuals, and citizens. Non-classroom support team staff members such as special education teachers, related service personnel, specials teachers, and Educational Support Professionals (ESPs) play an essential role within a school to realize that vision. Historically, they have not always been able to attend the grade-level team meetings to provide input and receive that information.

To allow for two-way communication in carrying out our school and District strategic plans, the proposed Support Staff Team Leader will participate in team leader meetings with the principal and hold meetings with the support staff team at each school. We are requesting to add one Support Staff Team Leader Position to each school to assist the principal and support teachers in maintaining and developing a dynamic instructional program. The current job description for Team Leader will suffice for this new position.

\*MacArthur currently has an Exploratory Team Leader position, but special education teachers, related service personnel, and ESPs are not included in their team meetings. Since the Exploratory Team is already a large group that has standing meetings, the additional Support Staff Team Leader will represent the other groups.

The recommended stipend amount is consistent with the current amount for the Team Leader position.

**RECOMMENDATION:**

That the Board of Education approves the additional stipends for the 2021-22 school year, in the total amount of \$ 8,644.92.

## PHEA EXTRA DUTY STIPENDS

Activity	Account #	Number of Positions	Budgeted Stipends 2020-2021	Budgeted Stipends 2021-2022
<b>Lunchroom Supervision</b>				
MacArthur -- 9	10.5.0000.2560.134.01.0000 PHEA	9	\$16.53	\$16.76
Ross -- 6	10.5.0000.2560.134.01.0000 PHEA	6	\$16.53	\$16.76
Sullivan -- 6	10.5.0000.2560.134.01.0000 PHEA	6	\$16.53	\$16.76
Eisenhower -- 5.5	10.5.0000.2560.134.01.0000 PHEA	5.5	\$16.53	\$16.76
<b>Bus Supervision</b>				
Ike Bus/Car -- 5	40.5.0000.2551.134.01.0000	5	\$8.29	\$8.41
			\$7.90	\$7.90
Ross Bus/Car -- 5	40.5.0000.2551.134.01.0000	5	\$8.29	\$8.41
			\$7.90	\$7.90
Sullivan Bus/Car -- 4.5	40.5.0000.2551.134.01.0000	4.5	\$8.29	\$8.41
			\$7.90	\$7.90
Mac Bus/Car -- 4	40.5.0000.2551.134.01.0000	4	\$8.29	\$8.41
<b>Middle School Sport Event Supervision</b>				
Mac Event Supervision	10.5.0000.1503.134.01.0000	52 Events	\$3,803.48	\$3,856.53
IESA Event Supervision	10.5.0000.1503.134.01.0000	6 Events	\$877.73	\$890.03
<b>MIDDLE SCHOOL</b>				
<b>Interscholastic Sports</b>				
Wrestling Lead	10.5.0000.1503.134.01.0000	1	\$3,657.67	\$3,708.88
Wrestling Assistant	10.5.0000.1503.134.01.0000	1	\$2,743.25	\$2,781.66
Basketball Boys Gr 7	10.5.0000.1503.134.01.0000	1	\$3,474.77	\$3,523.42
Basketball Boys Gr 8	10.5.0000.1503.134.01.0000	1	\$3,474.77	\$3,523.42
Basketball Girls Gr 7	10.5.0000.1503.134.01.0000	1	\$3,474.77	\$3,523.42
Basketball Girls Gr 8	10.5.0000.1503.134.01.0000	1	\$3,474.77	\$3,523.42
Volleyball Boys Gr 7	10.5.0000.1503.134.01.0000	1	\$3,474.77	\$3,523.42
Volleyball Boys Gr 8	10.5.0000.1503.134.01.0000	1	\$3,474.77	\$3,523.42
Volleyball Girls Gr 7	10.5.0000.1503.134.01.0000	1	\$3,474.77	\$3,523.42

Volleyball Girls Gr 8	10.5.0000.1503.134.01.0000	1	\$3,474.77	\$3,523.42
Track Boys Lead	10.5.0000.1503.134.01.0000	1	\$3,474.77	\$3,523.42
Track Girls Lead	10.5.0000.1503.134.01.0000	1	\$3,474.77	\$3,523.42
Track Boys Asst.	10.5.0000.1503.134.01.0000	1	\$2,560.36	\$2,596.21
Track Boys Asst.	10.5.0000.1503.134.01.0000	1	\$2,560.36	\$2,596.21
Track Girls Asst.	10.5.0000.1503.134.01.0000	1	\$2,560.36	\$2,596.21
Track Girls Asst.	10.5.0000.1503.134.01.0000	1	\$2,560.36	\$2,596.21
Cross Country Boys Lead	10.5.0000.1503.134.01.0000	1	\$3,474.77	\$3,523.42
Cross Country Girls Lead	10.5.0000.1503.134.01.0000	1	\$3,474.77	\$3,523.42
Cross Country Boys Asst.	10.5.0000.1503.134.01.0000	1	\$2,560.36	\$2,596.21
Cross Country Girls Asst.	10.5.0000.1503.134.01.0000	1	\$2,560.36	\$2,596.21
Poms (considered club)	10.5.0000.1501.134.01.0000	1	\$2,560.36	\$2,596.21
Poms (considered club)	10.5.0000.1501.134.01.0000	1	\$2,560.36	\$2,596.21
Unified Poms	10.5.0000.1501.134.01.0000	1	\$1,316.75	\$1,335.18
<b>MacArthur Intramurals</b>				
Mac Badminton	10.5.0000.1504.134.01.0000	1	\$658.38	\$667.60
Mac Basketball	10.5.0000.1504.134.01.0000	1	\$658.38	\$667.60
Mac Bowling	10.5.0000.1504.134.01.0000	1	\$658.38	\$667.60
Mac Bowling	10.5.0000.1504.134.01.0000	1	\$658.38	\$667.60
Mac Floor Hockey	10.5.0000.1504.134.01.0000	1	\$658.38	\$667.60
Mac Volleyball	10.5.0000.1504.134.01.0000	1	\$658.38	\$667.60
Unified Coach (considered intramural)	10.5.0000.1504.134.01.0000	1	\$987.57	\$1,001.40
Unified Coach (considered intramural)	10.5.0000.1504.134.01.0000	1	\$987.57	\$1,001.40
<b>MacArthur Club Sponsors</b>				
Mac Anime	10.5.0000.1501.134.01.0000	1	\$658.38	\$667.60
Mac Art Club	10.5.0000.1501.134.01.0000	1	\$1,097.30	\$1,112.66
Mac Dance	10.5.0000.1501.134.01.0000	1	\$658.38	\$667.60
Mac Literary Club	10.5.0000.1501.134.01.0000	1	\$914.42	\$927.22
Mac Creativity Club	10.5.0000.1501.134.01.0000	1	\$914.42	\$927.22
Mac Innovation Club	10.5.0000.1501.134.01.0000	1	\$914.42	\$927.22
Mac Robotics	10.5.0000.1501.134.01.0000	1	\$1,645.95	\$1,668.99
Mac Talent Show	10.5.0000.1501.134.01.0000	1	\$1,097.30	\$1,112.66
Mac Sci. Showcase	10.5.0000.1501.134.01.0000	1	\$658.38	\$667.60
Mac Sci. Showcase	10.5.0000.1501.134.01.0000	1	\$658.38	\$667.60
Mac Art Show	10.5.0000.1501.134.01.0000	1	\$458.74	\$465.16

Mac Student Senate	10.5.0000.1501.134.01.0000	1	\$1,828.82	\$1,854.42
Mac Student Senate	10.5.0000.1501.134.01.0000	1	\$1,828.82	\$1,854.42
Mac PALS Coordinator	10.5.0000.1501.134.01.0000	1	\$2,560.36	\$2,596.21
Mac PALS Asst.	10.5.0000.1501.134.01.0000	1	\$1,828.82	\$1,854.42
Mac Unified Program	10.5.0000.1501.134.01.0000	1	\$987.57	\$1,001.40
Mac Yearbook	10.5.0000.1501.134.01.0000	1	\$3,474.78	\$3,523.43
Mac Yrbk Asst.	10.5.0000.1501.134.01.0000	1	\$1,645.95	\$1,668.99
Mac Newspaper	10.5.0000.1501.134.01.0000	1	\$1,645.95	\$1,668.99
<b>Performing Arts</b>				
Mac Band Director	10.5.0000.1502.134.01.0000	1	\$3,474.78	\$3,523.43
Mac Orchestra Director	10.5.0000.1502.134.01.0000	1	\$3,474.78	\$3,523.43
Mac Chorus Director	10.5.0000.1502.134.01.0000	1	\$2,670.10	\$2,707.48
Mac Swing Choir				
Recital Director	10.5.0000.1502.134.01.0000	1	\$292.61	\$292.61
Recital Accomp.	10.5.0000.1502.134.01.0000	1	\$475.51	\$482.17
<b>Mac School Production</b>				
Mac Play Director	10.5.0000.1502.134.01.0000	1	\$3,154.73	\$3,198.90
Mac Play Director	10.5.0000.1502.134.01.0000	1	\$3,154.73	\$3,198.90
Mac Asst. Directors Scenery/Stage/Sound/Set	10.5.0000.1502.134.01.0000	1	\$1,018.92	\$1,033.18
Mac Asst. Directors Scenery/Stage/Sound/Set	10.5.0000.1502.134.01.0000	1	\$1,018.92	\$1,033.18
Mac Asst. Directors Scenery/Stage/Sound/Set	10.5.0000.1502.134.01.0000	1	\$1,018.92	\$1,033.18
<b>ELEMENTARY SCHOOL</b>				
<b>Elementary Intramurals</b>				
Ross Intramurals	10.5.0000.1504.134.01.0000	0.5	\$1,019.00	\$1,033.27
Sullivan Intramurals	10.5.0000.1504.134.01.0000	0.5	\$1,019.00	\$1,033.27
<b>Elementary Clubs</b>				
Ross Green Thumb Club	10.5.0000.1110.134.03.0000	1	\$511.19	\$518.35
Ross Clean Up Club	10.5.0000.1110.134.03.0000	1	\$511.19	\$518.35

Ross Ambassadors	10.5.0000.1110.134.03.0000	1	\$1,553.65	\$1,575.40
Ross Ambassadors	10.5.0000.1110.134.03.0000	1	\$1,553.65	\$1,575.40
Sull Math Club	10.5.0000.1110.134.02.0000	1	\$563.48	\$571.37
Sull Math Club	10.5.0000.1110.134.02.0000	1	\$563.48	\$571.37
Sull Girls on the Run	10.5.0000.1501.134.01.0000	1	\$1,079.98	\$1,095.10
Sull Culture Club	10.5.0000.1501.134.01.0000	1	\$1,280.12	\$1,298.04
Sull Tech Team	10.5.0000.1501.134.01.0000	1	\$1,280.12	\$1,298.04
Sull Art Show	10.5.0000.1501.134.01.0000	1	\$458.74	\$465.16
Sull Robotics	10.5.0000.1110.134.02.0000	1	\$2,560.36	\$2,596.21
Sull Ambassadors	10.5.0000.1501.134.01.0000	1	\$1,553.65	\$1,575.40
Sull Ambassadors	10.5.0000.1501.134.01.0000	1	\$1,553.65	\$1,575.40
Ike Art Show	10.5.0000.1501.134.01.0000	1	\$458.74	\$465.16
<b>Performing Arts</b>				
Elem Band	10.5.0000.1502.134.01.0000	1	\$2,926.12	\$2,967.09
Elem Orchestra	10.5.0000.1502.134.01.0000	1	\$2,926.12	\$2,967.09
Elem Chorus	10.5.0000.1502.134.01.0000	1	\$901.55	\$914.17
<b>Sullivan School Production</b>				
Sull Play Director	10.5.0000.1502.134.01.0000	1	\$3,154.73	\$3,198.90
Sull Play Director	10.5.0000.1502.134.01.0000	1	\$3,154.73	\$3,198.90
Sull Asst. Directors Cast & Crew/Set	10.5.0000.1502.134.01.0000	1	\$1,018.92	\$1,033.18
Sull Asst. Directors Cast & Crew/Set	10.5.0000.1502.134.01.0000	1	\$1,018.92	\$1,033.18
Sull Asst. Directors Cast & Crew/Set	10.5.0000.1502.134.01.0000	1	\$1,018.92	\$1,033.18
<b>Webmaster</b>				
Mac	10.5.0000.2225.134.01.0000	1	\$1,732.30	\$1,756.55
Sullivan	10.5.0000.2225.134.01.0000	1	\$1,732.30	\$1,756.55
Ross	10.5.0000.2225.134.01.0000	1	\$1,732.30	\$1,756.55
IKE	10.5.0000.2225.134.01.0000	1	\$1,732.30	\$1,756.55
			\$161,623.51	\$168,628.85
	TOTAL % INCREASE	2020-21 TO 2021-2022		1.40%
	TOTAL \$ INCREASE	2020-21 TO 2021-2022		\$4,793.01

## BOE EXTRA DUTY STIPENDS

Activity	Number of Positions	Paid Stipends 2020-2021	Budgeted Stipends 2021-2022
<b>MIDDLE SCHOOL</b>		x1.023	x1.014
Exploratory	1	\$1,580.02	\$1,602.14
Exploratory (2nd Position)	1	\$1,580.02	\$1,602.14
Team Leader Grade 6	1	\$1,580.02	\$1,602.14
Team Leader Grade 6 (2nd Position)	1	\$1,580.02	\$1,602.14
Team Leader Grade 7	1	\$1,580.02	\$1,602.14
Team Leader Grade 7 (2nd Position)	1	\$1,580.02	\$1,602.14
Team Leader Grade 8	1	\$1,580.02	\$1,602.14
Team Leader Grade 8 (2nd Position)	1	\$1,580.02	\$1,602.14
MacAllies	1	\$653.91	\$663.06
MacAllies (2nd Position)	1	\$653.91	\$663.06
Mac Athletic Director	1		\$1,602.14
Mac Support Staff Team Leader	1		\$1,602.14
<b>ELEMENTARY SCHOOL</b>			
<u>IKE</u>			
Team Leader Grade EC	1	\$1,580.02	\$1,602.14
Team Leader Grade K	1	\$1,580.02	\$1,602.14
Team Leader Grade 1	1	\$1,580.02	\$1,602.14
Steam Club	1	\$460.35	\$466.79
Ike Steam Club (2nd Position)	1	\$460.35	\$466.79
IKE Support Staff Team Leader	1		\$1,602.14
<u>ROSS</u>			
Steam Club	1	\$625.46	\$634.22
Ross Steam Club (2nd Position)	1	\$625.46	\$634.22

Ross Steam Club (3rd Position)	1	\$625.46		\$634.22
Team Leader Grade 2	1	\$1,580.02		\$1,602.14
Team Leader Grade 3	1	\$1,580.02		\$1,602.14
Ross Support Staff Team Leader	1			\$1,602.14
<u>SULLIVAN</u>				
Steam Club	1	\$460.35		\$466.79
Sullivan Steam Club (2nd Position)	1	\$460.35		\$466.79
Team Leader Grade 4	1	\$1,580.02		\$1,602.14
Team Leader Grade 5	1	\$1,580.02		\$1,602.14
Sullivan Support Staff Team Leader	1			\$1,602.14
Growing Green Project Club	1			\$634.22
		\$28,725.90		\$37,772.96
TOTAL % INCREASE	2020-21 to 2021-22			1.40%
TOTAL \$ INCREASE	2020-21 to 2021-22			\$9,047.06
		2020-21		2021-22
		\$28,725.90		\$29,128.04
		New Allocations		<u>\$8,644.92</u>
				\$37,772.96



**Prospect Heights School District 23  
Board Memorandum  
Discussion Item**

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**Date:** May 12, 2021

**Subject:** Staffing Plan Update 2021-22

**Prepared by:** Don Angelaccio

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This memo serves as an update and request for staffing needs for the 2021-22 school year.

Interviews and hiring for the 2021-22 school year is well under way and we have already completed the process for 7 of 10 anticipated vacancies. As we continue to review student needs and planning for next year, two additional requests have surfaced:

**Special Education Teacher (Self-Contained/SAIL Program) at MacArthur**

Due to increased student enrollment and a correlated increase in needs of students, Dr. Sroka has requested an additional 1 FTE to create a second section of SAIL program at MacArthur. Next year it is anticipated that we will have 12 students enrolled in the 6-8th grade program, along with 6 paraprofessionals. The varied needs of the students requires both additional space and additional instructional support.

**Reading Support at Eisenhower**

The second reading support position at Eisenhower has fluctuated over the years between a .50 and 1.0FTE based upon enrollment and anticipated student need. This uncertainty has created challenges and delays in scheduling and providing services. Upon reflection, it is clear that the demand for more intensive literacy support, both for direct intervention and general education coaching, have been increasing and are not likely to subside in the near future. The position is currently staffed at .63 FTE and administration is requesting an additional .37FTE to bring that position to 1 FTE.

These new requests equate to \$ 70,269 in new spending

**When combined with the previously approved increase in staffing of 1.5FTE, the bottom line change in FTE is +2.87**

**Total Impact to Budget: \$ 131,359 (Approx.)**

## Staffing Highlights

2020-21	2021-22
<ul style="list-style-type: none"><li>● Reduction of 2 FTE Core teacher sections</li><li>● Increase 1 FTE Special Education teacher</li><li>● Increase of .3FTE School Psychologist (created a .5 FTE)</li><li>● Add .5 FTE Special Education Program coordinator.</li><li>● Shift of 1 FTE ESP to 1 FTE Teacher at MacArthur to serve EL students.</li><li>● 2 FTE Night Custodians</li><li>● Increase .225 FTE Registrar/Receptionist</li><li>● 4 certified staff and 1 ESP retirement</li></ul>	<ul style="list-style-type: none"><li>● Modify MacArthur staffing structure</li><li>● Add 1 FTE Teacher at MacArthur</li><li>● Shift 1 FTE Technology Integration Specialist and expand role to provide instructional coaching support to teachers.</li><li>● Increase .5 FTE School Psychologist to meet increasing need and reduce contracted services.</li><li>● 2 certified staff retirements</li><li>● Add 1 FTE Special Education Teacher at MacArthur</li><li>● Add .37FTE to Reading Support at Eisenhower to increase current position to 1 FTE.</li></ul>

## **RESOLUTION AUTHORIZING PAYMENT OF BILLS**

WHEREAS, it is often necessary or beneficial to pay bills related to the operations of the District prior to a regularly scheduled board meeting; and

WHEREAS, the Board of Education of Prospect Heights School District No. 23 (the "District"), Cook County, Illinois (hereinafter the "Board") desires to establish a process for the timely and efficient payment of bills; and

WHEREAS, the establishment of a bill paying process that enables the District to pay bills prior to regularly scheduled board meetings should also enable the Board to maintain reasonable and adequate oversight.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Prospect Heights School District No. 23, Cook County, Illinois as follows:

Section 1. The recitals set forth above are hereby incorporated as though fully set forth herein.

Section 2. The ASSISTANT SUPERINTENDENT FOR FINANCE & OPERATIONS is authorized to pay the following bills pursuant to this Resolution:

- a. Any bill less than \$10,000.00
- b. Any recurring bill including, but not limited to:
  1. Utilities
  2. Student Transportation
  3. Food Service
  4. NSSEO
  5. Private Tuition Bills
  6. Insurance(s)
  7. Legal Services
- c. Any bill over \$10,000.00 pursuant to a contractual agreement entered into by the District or resolution as approved by the Board
- d. Any bill for which a finance charge would be incurred if not paid by the posted date
- d. Any curricular expenditure posted as part of the fiscal year budget for which delay would cause disruption to the educational program

- Section 3. The ASSISTANT SUPERINTENDENT FOR FINANCE & OPERATIONS is NOT authorized to pay any bills for 2021 Summer Construction projects via this Resolution Authorizing Payment of Bills. Payment of invoices for 2021 Summer Construction shall be done monthly at the regular meeting of the Board of Education and in accordance with the parameters established by the Board of Education.
- Section 4. Prior to paying any bill, the ASSISTANT SUPERINTENDENT FOR FINANCE & OPERATIONS will provide the board members with a list of the bills proposed for payment not later than the Friday before payment will be issued. Any board member may remove a bill from the proposed payment list prior to 12:00 p.m. on the following Tuesday. Upon removing a bill from the proposed payment list, the board member may seek additional information from the ASSISTANT SUPERINTENDENT FOR FINANCE & OPERATIONS regarding the bill. If the board member's concerns are addressed to the board member's satisfaction, the bill may be returned to the proposed payment list and paid in accordance with the authorizations of this Resolution. Otherwise, the bill will remain unpaid until specific Board approval at the next regularly scheduled board meeting.
- Section 5. Each month, the Board will designate a board member to review the bills proposed to be paid each week of his/her designated month. The designated board member may schedule a time with the ASSISTANT SUPERINTENDENT FOR FINANCE & OPERATIONS not more often than one time per week to review the bills in the District office. The designated board member shall provide specific, written confirmation of his/her approval of the bills to be paid for the week pursuant to this Resolution. Such confirmation shall be provided no later than 12:00 p.m. of the Tuesday on which bills are to be paid in accordance with this Resolution.
- Section 6. The ASSISTANT SUPERINTENDENT FOR FINANCE & OPERATIONS will review all bills and payment checks prior to issuance of the payment.
- Section 7. The bills paid pursuant to the authorizations of this Resolution will be presented to the Board at the next regularly scheduled board meeting after payment is made for the Board's review and formal ratification.
- Section 8. This Resolution shall be in full force and effect upon adoption for Fiscal Year 2021.
- Section 9. This Resolution shall be adopted annually, after review and revision, as necessary, by the Board of Education.

ADOPTED this 12th day of May 2021 upon receiving a motion from Member \_\_\_\_\_, and a second of the motion by Member \_\_\_\_\_ followed by a roll call vote recorded as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

BOARD OF EDUCATION OF PROSPECT HEIGHTS  
SCHOOL DISTRICT NO. 23, Cook County, Illinois

\_\_\_\_\_  
President, Board of Education

ATTEST: \_\_\_\_\_  
Secretary, Board of Education

STATE OF ILLINOIS) ) SS  
COUNTY OF COOK )

**CERTIFICATION OF RESOLUTION AND MINUTES**

I, the undersigned, do hereby certify that I am the duly qualified acting Secretary of the Board of Education of Prospect Heights School District 23, Cook County, Illinois (the “Board”), and that as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete copy of a resolution entitled:

**RESOLUTION AUTHORIZING PAYMENT OF BILLS**

as adopted by the Board at its meeting held on the 12th day of May 2021.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the School Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the conduct of said meeting and in the adoption of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 12th day of May 2021.

Secretary, Board of Education



## Request for Approval to Dispose of Surplus Equipment

Disposal of surplus equipment must receive prior approval by the Business Manager. Please complete this form in its entirety and forward it to the Business Office. **Do not** dispose of the equipment until the request is approved and a copy is returned to the requestor.

### A. Description of Equipment

Description of equipment:	Laptops, iPads, Chromebooks, and other damaged or outdated units.
Asset tag number(s):	See attached
Reason for disposal:	These items are being recycled/disposed because of their condition of not functioning or being outdated.

### B. Proposed Method of Disposal

<input type="checkbox"/> In-district transfer to:	
<input type="checkbox"/> Donate to:	
<input type="checkbox"/> Use for parts described as:	

Junk: Recycle or use for parts

Sell or trade-in: Sell off

<b>Business Office Only</b>	
Trade-in or sale information:	
If sold, dollar amount:	TBD

**C. Approval**

Requested by: Maria Stavropoulos at Administration Building

Building Administrator Approval:  Date: 4-30-2021

Business Office Approval:  Date: 4-30-2021

**Submit to the Business Office**

Product Type	Manufacture	Product Name	Model Number	Serial Number	Asset Tag	Condition	Notes
iPhone	Apple	5	A1428	13431007200233	3340	Bad	Battery or Damaged
iPhone	Apple	SE	A1533	13989006493695	N/A	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMPNN769G5VJ	2226	Poor	Battery
iPad	Apple	5th	A1822	F9GTRMGZHLF9	4145	Poor	Battery
Laptop	Lenovo	ThinkPad Chromebook	11e	031BG7	2207	Poor	Batteries old/too old for update
Laptop	Lenovo	ThinkPad Chromebook	11e	031C3E	2211	Poor	Batteries old/too old for update
Laptop	Lenovo	ThinkPad Chromebook	11e	033RC3	2152	Poor	Batteries old/too old for update
Laptop	Lenovo	ThinkPad Chromebook	11e	033S6F	2129	Poor	Batteries old/too old for update
Laptop	Lenovo	ThinkPad Chromebook	11e	033SBQ	2148	Poor	Batteries old/too old for update
Laptop	Lenovo	ThinkPad Chromebook	11e	033SQ8	2134	Poor	Batteries old/too old for update
Laptop	Lenovo	ThinkPad Chromebook	11e	033SSW	2155	Poor	Batteries old/too old for update
Laptop	Lenovo	ThinkPad Chromebook	11e	033SV4	2153	Poor	Batteries old/too old for update
Laptop	Lenovo	ThinkPad Chromebook	11e	033SZX	2117	Poor	Batteries old/too old for update
Laptop	Lenovo	ThinkPad Chromebook	11e	033T3N	2119	Poor	Batteries old/too old for update
Laptop	Lenovo	ThinkPad Chromebook	11e	033T58	2124	Poor	Batteries old/too old for update
Laptop	Lenovo	ThinkPad Chromebook	11e	033T6A	2136	Poor	Batteries old/too old for update
Laptop	Lenovo	ThinkPad Chromebook	11e	033TC8	2150	Poor	Batteries old/too old for update
Laptop	Lenovo	ThinkPad Chromebook	11e	033TT4	2151	Poor	Batteries old/too old for update
Laptop	Lenovo	ThinkPad Chromebook	11e	033TUW	2154	Poor	Batteries old/too old for update
Laptop	Lenovo	ThinkPad Chromebook	11e	033TVA	2118	Poor	Batteries old/too old for update
Laptop	Lenovo	ThinkPad Chromebook	11e	033USQ	2157	Poor	Batteries old/too old for update
Laptop	Lenovo	ThinkPad Chromebook	11e	033UUQ	2112	Poor	Batteries old/too old for update
Laptop	Lenovo	ThinkPad Chromebook	11e	033UXU	2131	Poor	Batteries old/too old for update
Laptop	Apple	MacBook	A1342	450171EQFYN	665	Bad	Too old for new OS
Laptop	Apple	MacBook	A1342	451106VUFYN	17	Bad	Too old for new OS
Laptop	Apple	MacBook	A1181	4H632AKBU9C	N/A	Bad	Too old for new OS
Laptop	Dell	?	P51F	69FKY52	4040	Bad	Parts, if that
Laptop	Dell	Latitude	E6420	74PX1Q1	N/A	Bad	Parts, if that
Computer	Dell	Optiplex	9020	7J37CY1	N/A	Bad	Parts, if that
Laptop	Apple	MacBook Air	A1370	C02DL3BTDJDL	N/A	Bad	Seen better days
Laptop	Apple	MacBook Pro	A1278	C02HHAVRDV13	1045	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C02J3NX6DTY3	1184	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C02J3P0JDTY3	1180	Bad	Too old for new OS

Product Type	Manufacturer	Product Name	Model Number	Serial Number	Asset Tag	Condition	Notes
Laptop	Apple	MacBook Pro	A1278	C02J3P26DTY3	1234	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C02J3P26DTY3	1234	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C02J3P3BDTY3	1181	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C02J3P3MDTY3	1201	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C02J3P3SDTY3	1425	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C02J3P3SDTY3	1425	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C02J3P3TDTY3	4002	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C02J3P3WDTY3	1204	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C02J3P3WDTY3	1204	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C02J3P3XDTY3	3106	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C02J3P40DTY3	1200	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C02J3P4PDTY3	1219	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C02J6XYJDTY3	1469	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C02J6Y09DTY3	1477	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C02J6Y0EDTY3	1467	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1398	C02QQG44G8WN	N/A	Bad	Water Damage
Laptop	Apple	MacBook Pro	A1398	C02TL5MKG8WN	3857	Bad	Will not turn on even when plugged in
Laptop	Apple	MacBook Air	A1465	C02X34SFGFWM	4855	Bad	Seen better days
Computer	Apple	Mac Mini	A1347	C07HX0TBDJD0	1115	Poor	Can be used but very slow due to age
Computer	Apple	Mac Mini	A1347	C07HX0THDJD0	1118	Poor	Can be used but very slow due to age
Computer	Apple	Mac Mini	A1347	C07HX0TJDJD0	1133	Poor	Can be used but very slow due to age
Computer	Apple	Mac Mini	A1347	C07HX0TKDJD0	1117	Poor	Can be used but very slow due to age
Computer	Apple	Mac Mini	A1347	C07HX0TPDJD0	1124	Poor	Can be used but very slow due to age
Computer	Apple	Mac Mini	A1347	C07HX0TQDJD0	1108	Poor	Can be used but very slow due to age
Computer	Apple	Mac Mini	A1347	C07HX0TUDJD0	1120	Poor	Can be used but very slow due to age
Computer	Apple	Mac Mini	A1347	C07HX0UJDJD0	1126	Poor	Can be used but very slow due to age
Computer	Apple	Mac Mini	A1347	C07HX0V2DJD0	1114	Poor	Can be used but very slow due to age
Computer	Apple	Mac Mini	A1347	C07HX0W1DJD0	1254	Poor	Can be used but very slow due to age
Computer	Apple	Mac Mini	A1347	C07MH04XDY3G	1780	Poor	Can be used but very slow due to age
Computer	Apple	Mac Mini	A1347	C07MH04ZDY3G	1774	Poor	Can be used but very slow due to age
Computer	Apple	Mac Mini	A1347	C07MH050DY3G	1777	Poor	Can be used but very slow due to age
Computer	Apple	Mac Mini	A1347	C07MH051DY3G	1773	Poor	Can be used but very slow due to age
Computer	Apple	Mac Mini	A1347	C07MH052DY3G	1770	Poor	Can be used but very slow due to age

Product Type	Manufacture	Product Name	Model Number	Serial Number	Asset Tag	Condition	Notes
Computer	Apple	Mac Mini	A1347	C07MH054DY3G	1771	Poor	Can be used but very slow due to age
Computer	Apple	Mac Mini	A1347	C07MH055DY3G	1772	Poor	Can be used but very slow due to age
Computer	Apple	Mac Mini	A1347	C07MH05FDY3G	1778	Poor	Can be used but very slow due to age
Computer	Apple	Mac Mini	A1347	C07MH05GDY3G	1775	Poor	Can be used but very slow due to age
Computer	Apple	Mac Mini	A1347	C07N3078DY3G	1946	Poor	Can be used but very slow due to age
Laptop	Apple	MacBook Pro	A1278	C1M644QDXY3	1320	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MKCR0WDTY3	1429	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MKCR0WDTY3	1429	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MKRM7UDTY3	1402	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MKRMFLDXY3	1401	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1ML63YQDXY3	1677	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1ML63ZNDXY3	1680	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1ML6435DXY3	1679	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1ML643MDXY3	1324	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1ML644QDXY3	1320	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1ML644SDXY3	1667	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1ML81QJDTY3	1702	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1ML88JXDTY3	1683	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1ML88K8DTY3	1698	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1ML88LKDTY3	4	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MMC17VDXY3	1787	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MMC234DXY3	1784	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MMKXPRDTY3	1921	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MMKZRWDXY3	1932	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MMVNRJDTY3	1926	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MN3Z4DXY3	1902	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MN3ZPYDTY3	1904	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MN3ZRDXY3	1883	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MN3ZRKDTY3	1903	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MN3ZV6DXY3	1884	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MN3ZWXDTY3	1908	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MN3ZWXDTY3	1908	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MN3ZX0DXY3	1907	Bad	Too old for new OS

Product Type	Manufacture	Product Name	Model Number	Serial Number	Asset Tag	Condition	Notes
Laptop	Apple	MacBook Pro	A1278	C1MQ500RDTY3	3110	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MQ501EDTY3	3124	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MQ9EW1DTY3	3118	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MQ9EW3DTY3	3112	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MQ9EW3DTY3	3112	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MQ9EX1DTY3	3115	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C1MQ9EXDDTY3	3122	Bad	Too old for new OS
Laptop	Apple	MacBook Air	A1466	C1MW34B71WK	4437		BATTERY?
Laptop	Apple	MacBook Air	A1466	C1MW368WJ1WK	4446		S Craig
Laptop	Apple	MacBook Air	A1466	C1MW36PMJ1WK	4451		WATERSPILL?
Laptop	Apple	MacBook Air	A1466	C1MW38NNJ1WK	4438	Good	G Anderson
Laptop	Apple	MacBook Air	A1466	C1MW38PPJ1WK	4443		
Laptop	Apple	MacBook Pro	A1278	C2J3P3XDTY3	3106	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C2VFFCF1DH2G	1175	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C2VJ71D9DTY3	1481	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C2VJ71T8DTY3	1487	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	C2VJ71VDTY3	1483	Bad	Too old for new OS
Laptop	HP/COMPAQ	250	RT3290	CND5290NY5	N/A	Bad	Parts, if that
Laptop	HP/COMPAQ	NX9420	HSTNN	CND7222D25	2692	Bad	Parts, if that
Printer	HP/COMPAQ	LaserJet	4250n	CNDXB07756	N/A	Bad	Old and expensive ink
Printer	HP/COMPAQ	LaserJet	4250n	CNRXY14701	N/A	Bad	Old and expensive ink
Laptop	Apple	MacBook Pro	A1278	CPWN306EDTY3	1892	Bad	Too old for new OS
Laptop	Apple	MacBook Pro	A1278	CPWN306EDTY3	1892	Bad	Too old for new OS
iPad	Apple	iPad Pro	A1584	DLXSC2AEGMLD	4073	Poor	Battery
iPad	Apple	Pro	A1584	DLXSC2AEGMLD	4073	Bad	Battery or Damaged
iPad	Apple	4th	A1458	DMPMVHQ2F185	2054	Poor	OLDER IPAD
iPad	Apple	4th Generation	A1458	DMPMVHQ2F185	2054	Bad	Battery or Damaged
iPad	Apple	4th	A1458	DMPMVJ12F185	2004	Poor	Battery
iPad	Apple	4th Generation	A1458	DMPMVJ12F185	2004	Bad	Battery or Damaged
iPad	Apple	4th	A1458	DMPMVKCCF185	2055	Poor	Older iPad
iPad	Apple	4th Generation	A1458	DMPMVKCCF185	2055	Bad	Battery or Damaged
iPad	Apple	4th Generation	A1458	DMPN2TZUF182	2068	Bad	Battery or Damaged
iPad	Apple	7th Gen		DMPNN769G5VJ	2226	Bad	Screen destroyed or bent frame or both

Product Type	Manufacture	Product Name	Model Number	Serial Number	Asset Tag	Condition	Notes
iPad	Apple	Air 2	A1566	DMPNN7G1G5VJ	2229	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMPPJA4GG5VJ	2844	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMPPKC5HG5VJ	2999	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMPPKC7ZG5VJ	2993	Poor	Stuck - won't DFU
iPad	Apple	Air 2	A1566	DMPPKC7ZG5VJ	2993	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMPPKEDGGSVJ	2963	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMPPKEQHGSVJ	2926	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMPPKFDMG5VJ	2950	Poor	Battery
iPad	Apple	Air 2	A1566	DMPPKFDMG5VJ	2950	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMPPKFJ3G5VJ	2623	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMPPKFJBG5VJ	2529	Poor	Battery
iPad	Apple	Air 2	A1566	DMPPKFJBG5VJ	2529	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMPPKFQEG5VJ	2930	Poor	Battery
iPad	Apple	Air 2	A1566	DMPPKFQEG5VJ	2930	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMPPKG04G5VJ	2847	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMPPKGA1G5VJ	2862	Poor	Battery
iPad	Apple	Air 2	A1566	DMPPKGA1G5VJ	2862	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMPPKGFNG5VJ	2627	Poor	Battery
iPad	Apple	Air 2	A1566	DMPPKGFNG5VJ	2627	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMPPLDWUG5VJ	2442	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMPPRP2GTG5VJ	3281	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMPPRP2JZG5VJ	3245	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMPPRP37G5VJ	3280	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMP5B75G5VW	3375	Poor	shattered screen
iPad	Apple	Air 2	A1566	DMP5B75G5VW	3375	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMP5E5LG5VW	3505	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMP5F8G5VW	3697	Poor	Battery
iPad	Apple	Air 2	A1566	DMP5F8G5VW	3697	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMP5FNLG5VW	3526	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMP5GV6G5VW	3530	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMP5H8WG5VW	3524	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMP5HDVG5VW	3443	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMP5S7UG5VW	3572	Bad	Battery or Damaged

Product Type	Manufacture	Product Name	Model Number	Serial Number	Asset Tag	Condition	Notes
iPad	Apple	Air 2	A1566	DMP55ZUCG5VW	3690	Bad	Screen destroyed or bent frame or both
iPad	Apple	6th	A1893	DMPX312BJF8J	4650	Poor	Battery
iPad	Apple	5th Gen	A1822	DMPX32UIMJF8J	4578	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMPX339TJF8J	4734	Bad	Screen destroyed or bent frame or both
iPad	Apple	6th Gen	A1893	DMPX3HCJJF8J	4722	Bad	Battery or Damaged
iPad	Apple	6th	A1893	DMPX3HXDJF8J	4583	Poor	Bent
iPad	Apple	Air 2	A1566	DMPX3JR8JF8J	4628	Bad	Screen destroyed or bent frame or both
iPad	Apple	5th Gen	A1822	DMPX3P6XJF8J	4590	Bad	Screen destroyed or bent frame or both
iPad	Apple	6th Gen	A1893	DMPX3P6YJF8J	4614	Bad	Battery or Damaged
iPad	Apple	6th Gen	A1893	DMPX3PAPJF8J	4623	Bad	Battery or Damaged
iPad	Apple	6th Gen	A1893	DMPX3PN0JF8J	4619	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMPX3QAFJF8J	4751	Bad	Screen destroyed or bent frame or both
iPad	Apple	6th	A1893	DMPX3QMEJF8J	4572	Poor	Battery
iPad	Apple	4th Generation	A1458	DMQKJBYDF182	1404	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMQRK8ZEG5VW	4054	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMQS5991G5VW	3576	Poor	Digitizer / wont charge
iPad	Apple	Air 2	A1566	DMQS5991G5VW	3576	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMQS59B6G5VW	3401	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMQS59EBG5VW	3537	Poor	WONT CHARGE
iPad	Apple	Air 2	A1566	DMQS59EEG5VW	3435	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMQS59JG5VW	3535	Poor	Battery
iPad	Apple	Air 2	A1566	DMQS59HDG5VW	4381	Poor	WONT CHARGE
iPad	Apple	Air 2	A1566	DMQS59HDG5VW	3481	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMQS59JAG5VW	3511	Poor	WONT TURN ON
iPad	Apple	Air 2	A1566	DMQS59JAG5VW	3511	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMQS59KMG5VW	3372	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMQS59MXG5VW	3415	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMQS59NNG5VW	3370	Poor	Battery
iPad	Apple	Air 2	A1566	DMQS59NNG5VW	3370	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMQS59PZG5VW	3546	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMQS59QPG5VW	3409	Poor	Battery
iPad	Apple	Air 2	A1566	DMQS59QPG5VW	3409	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMQS59SMG5VW	3580	Bad	Battery or Damaged

Product Type	Manufacture	Product Name	Model Number	Serial Number	Asset Tag	Condition	Notes
iPad	Apple	Air 2	A1566	DMQS59XXG5VW	3406	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMQS59Y4G5VW	3599	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMQS5A17G5VW	3632	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMQS5A35G5VW	3398	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMQS5A98G5VW	3702	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMQS5AARG5VW	3430	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMQS5ABPG5VW	3606	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMQS5ADSG5VW	3469	Poor	Dented
iPad	Apple	Air 2	A1566	DMQS5ADSG5VW	3469	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMQS5AHEG5VW	3484	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMQS5ATBG5VW	3563	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMQS5B5RG5VW	3571	Bad	Battery or Damaged
iPad	Apple	Air 2	A1566	DMQS5BACG5VW	3425	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMQS5GJG5VW	3535	Bad	Screen destroyed or bent frame or both
iPad	Apple	Air 2	A1566	DMQS9EBG5VW	3537	Bad	Battery or Damaged
iPad	Apple	iPad Mini	A1538	F9FTTD7ZGHKJ	4097	Poor	Cracked SCREEN
iPad	Apple	Mini	A1538	F9FTTD7ZGHKJ	4097	Bad	Screen destroyed or bent frame or both
iPad	Apple	5th Gen	A1822	F9FTVJ5VHLF9	4174	Bad	Battery or Damaged
iPad	Apple	5th Gen	A1822	F9FTVP91HLF9	4320	Bad	Battery or Damaged
iPad	Apple	5th Gen	A1822	F9FTVQY5HLF9	4224	Bad	Battery or Damaged
iPad	Apple	5th	A1822	F9FTVWS8HLF9	4235	Poor	WONT HOLD A CHARGE
iPad	Apple	5th Gen	A1822	F9FTVWS8HLF9	4235	Bad	Battery or Damaged
iPad	Apple	5th Gen	A1822	F9FTVY4PHLF9	4282	Bad	Screen destroyed or bent frame or both
iPad	Apple	5th Gen	A1822	F9FTVZ8HLF9	4257	Bad	Battery or Damaged
iPad	Apple	6th Gen	A1893	F9FTVZY8HLF9	4257	Poor	battery issue
iPad	Apple	5th Gen	A1822	F9GT9HTHLF9	4370	Bad	Battery or Damaged
iPad	Apple	6th Gen	A1822	F9GTRMGZHLF9	4143	Bad	Battery or Damaged
iPad	Apple	6th	A1893	F9GTV0A0HLF9	4126	Poor	Battery
iPad	Apple	6th Gen	A1822	F9GTV0A0HLF9	4126	Bad	Battery or Damaged
iPad	Apple	5th Gen	A1822	F9GTV2NYHLF9	4114	Bad	Screen destroyed or bent frame or both
iPad	Apple	5th	A1822	F9GTV3NBHLF9	4220	Poor	HOME BUTTON/ CHARGE
iPad	Apple	5th Gen	A1822	F9GTV3NBHLF9	4220	Bad	Screen destroyed or bent frame or both
iPad	Apple	5th	A1822	F9GTV3S5HLF9	4135	Poor	Wont turn on

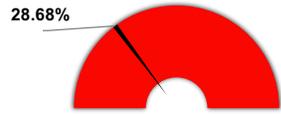
Product Type	Manufacture	Product Name	Model Number	Serial Number	Asset Tag	Condition	Notes
iPad	Apple	5th Gen	A1822	F9GTVXWTHLF9	4094	Bad	Screen destroyed or bent frame or both
iPad	Apple	5th Gen	A1822	F9HTTZWLHLF9	4327	Bad	Screen destroyed or bent frame or both
Laptop	Apple	MacBook Air	A1466	FVFS15XYH3QD	3837	Good	C Racusen Up Arrow New-In Box
Laptop	Apple	MacBook Air	A1466	FVFZ8CADJ1WK	5580		
Laptop	Apple	MacBook Air	A1466	FVHX11U3J1WK	4554	Bad	Seen better days
iPad	Apple	6th Gen	A1893	GG7D4QA3MF3M	6348	Bad	Screen destroyed or bent frame or both
iPad	Apple	6th Gen	A1893	GG7YK620JF8J	5037	Bad	Screen destroyed or bent frame or both
iPad	Apple	6th Gen	A1893	GG7YKF1ZJF8J	5464	Bad	Battery or Damaged
iPad	Apple	6th Gen	A1893	GG7YKGL4JF8J	5437	Bad	Screen destroyed or bent frame or both
Computer	HP/COMPAQ	N/A	Elite 8300	MXL3281YFF	N/A	Bad	Parts, if that
Converter	LG	Floppy to CD	N/A	N/A	N/A	Good	Looks good just no more floppy's
Scanner	Canon	Scanner	N/A	N/A	N/A	Bad	Garbage
Switch	Cisco	Catalyst	2960G	N/A	N/A	Good	Too old for network requirements
Switch	Cisco	Catalyst	2960G	N/A	N/A	Good	Too old for network requirements
Switch	Cisco	Catalyst	2960G	N/A	N/A	Good	Too old for network requirements
Switch	Cisco	Catalyst	2960G	N/A	N/A	Good	Too old for network requirements
Switch	Cisco	Catalyst	2960G	N/A	N/A	Good	Too old for network requirements
Switch	Cisco	Catalyst	2960G	N/A	N/A	Good	Too old for network requirements
Switch	Cisco	Catalyst	2960G	N/A	N/A	Good	Too old for network requirements
Switch	Cisco	Catalyst	2960G	N/A	N/A	Good	Too old for network requirements
Storage	Dell	PowerEdge	R210	N/A	N/A	Good	Too old for network requirements
Server	Apple	OSX Server	10.4	N/A	N/A	Good	Too old for network requirements
Server	Apple	OSX Server	10.5	N/A	N/A	Good	Too old for network requirements
Server	Apple	OSX Server	10.5	N/A	N/A	Good	Too old for network requirements
Power	Eaton	Evolution S	1250	N/A	419	Bad	Internal backup battery no good
Power	Eaton	Evolution S	1250	N/A	418	Bad	Internal backup battery no good
Power	N/A	N/A	N/A	N/A	N/A	Bad	Super heavy silver power supply
Speakers	MonoPrice	N/A	N/A	N/A	N/A	Bad	Pair of white speakers
Power	Tripp-Lite	N/A	N/A	N/A	N/A	Bad	Black/next to speakers
Remotes	Promethean	Projector Remotes	N/A	N/A	N/A	Bad	2 big bags full
Phones	NEC	N/A	DT700	N/A	N/A	Bad	Old phone, no longer works on Cisco
Phones	NEC	N/A	DT700	N/A	N/A	Bad	Old phone, no longer works on Cisco
Phones	NEC	N/A	DT700	N/A	N/A	Bad	Old phone, no longer works on Cisco

Product Type	Manufacture	Product Name	Model Number	Serial Number	Asset Tag	Condition	Notes
Phones	NEC	N/A	DT700	N/A	N/A	Bad	Old phone, no longer works on Cisco
Phones	NEC	N/A	DT700	N/A	N/A	Bad	Old phone, no longer works on Cisco
Phones	NEC	N/A	DT700	N/A	N/A	Bad	Old phone, no longer works on Cisco
iPad	Apple	Original iPad	A1219	V5032256Z39	N/A	Bad	Battery or Damaged
Laptop	Apple	MacBook	A1342	W8009UY68PW	57	Bad	Too old for new OS
Projector	Promethean	N/A	PRM-32	WPRM-322250192	1335	Bad	Bad power supply

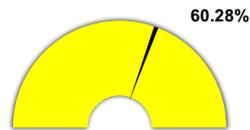
# Educational | Operations and Maintenance | Transportation | IMRF | Working Cash | Tort

For the Period Ending March 31, 2021

Projected Year-End Balances as % of Budgeted Expenditures

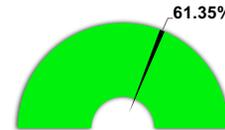


Actual YTD Expenditures



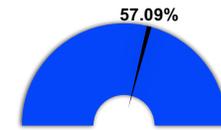
Projected YTD Expenditures  
65.37%

Actual YTD Salaries / Benefits



Projected YTD Salaries / Benefits  
63.06%

Actual YTD Other Objects



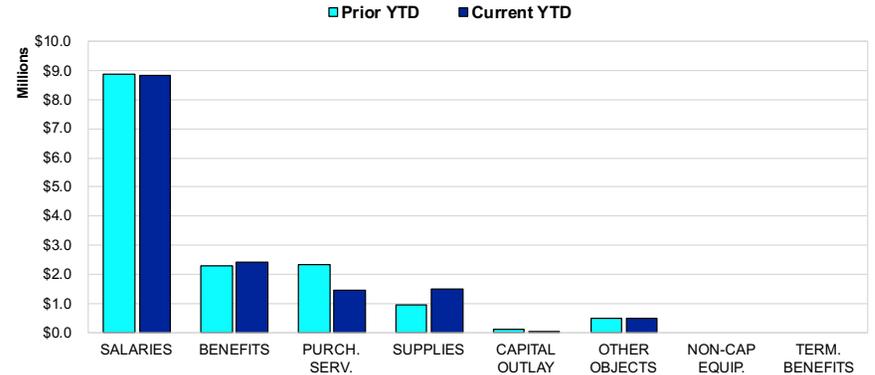
Projected YTD Other Objects  
72.25%

## All Funds | Top 10 Expenditures by Program YTD

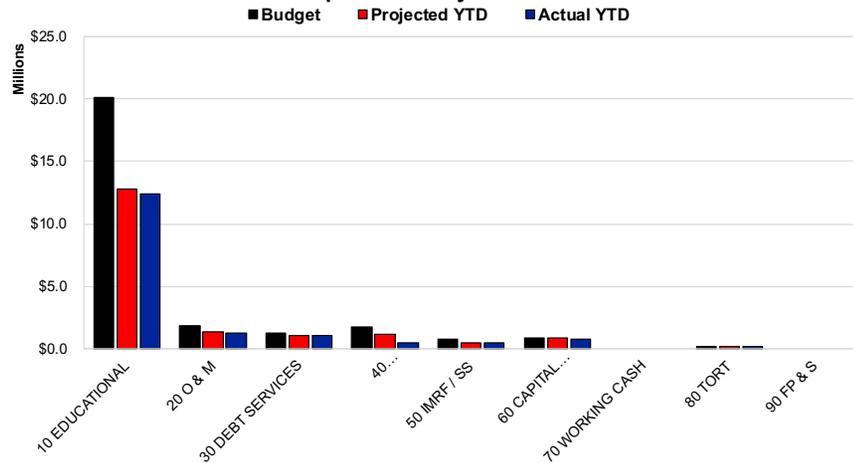
Regular Programs	\$4,210,392
Support Services - Business	\$3,697,434
Special Education/Remedial Programs	\$2,019,157
Support Services - Pupils	\$1,374,016
Support Services - Instructional Staff	\$1,312,705
Debt Services - Payments of Principal on Long-term Debt	\$917,505
Support Services - School Administration	\$850,441
Support Services - General Administration	\$502,782
Bilingual Programs	\$418,134
Payments to Other Govt. Units - Tuition (In-State)	\$322,451

Percent of Total Expenditures Year-to-Date **92.20%**

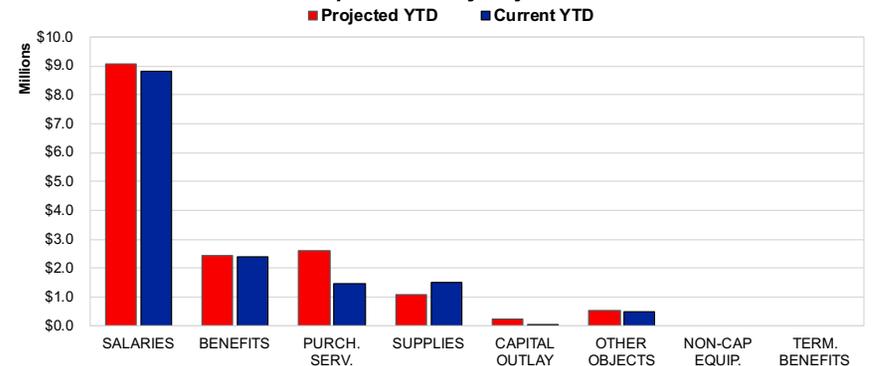
## Expenditures by Object



## Expenditures by Fund



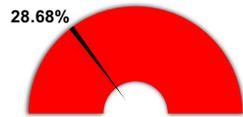
## Expenditures by Object



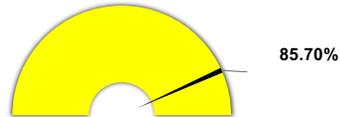
Educational | Operations and Maintenance | Transportation | IMRF | Working Cash | Tort

For the Period Ending March 31, 2021

Projected Year-End Balances as % of Budgeted Revenue

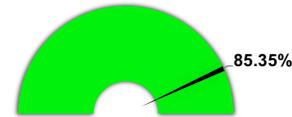


Actual YTD Revenues



Projected YTD Revenues 91.65%

Actual YTD Local Sources



Projected YTD Local Sources 96.64%

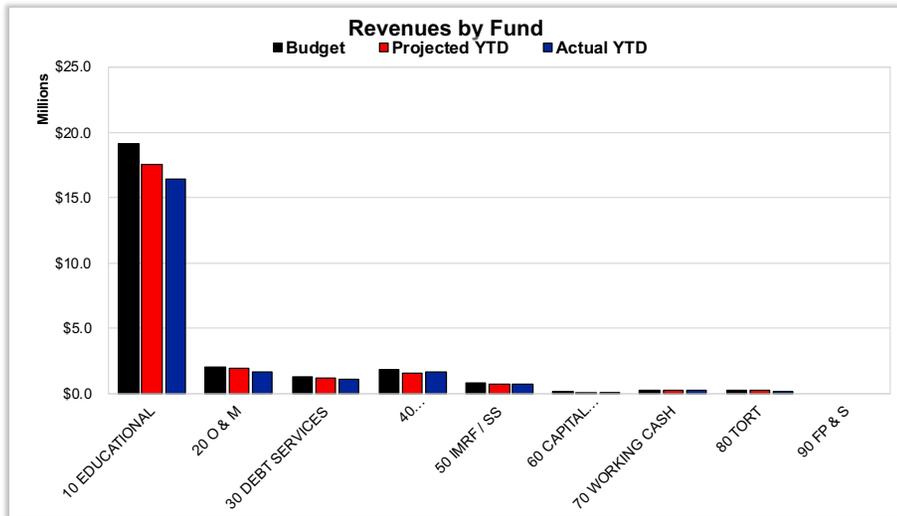
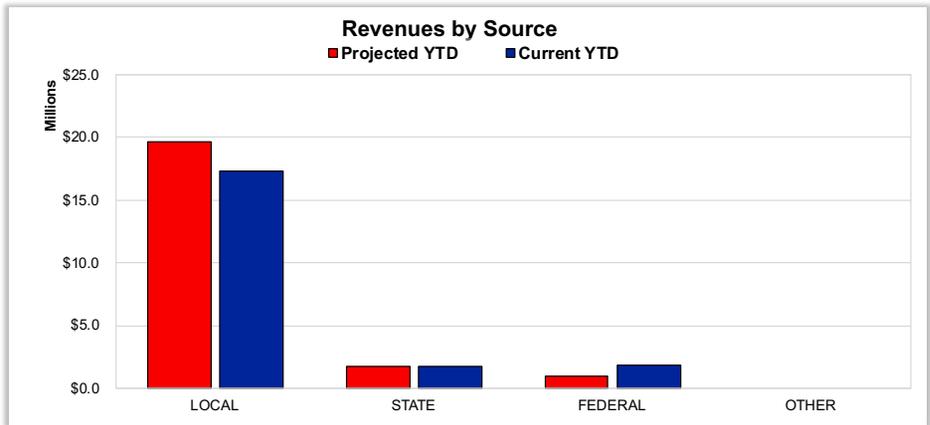
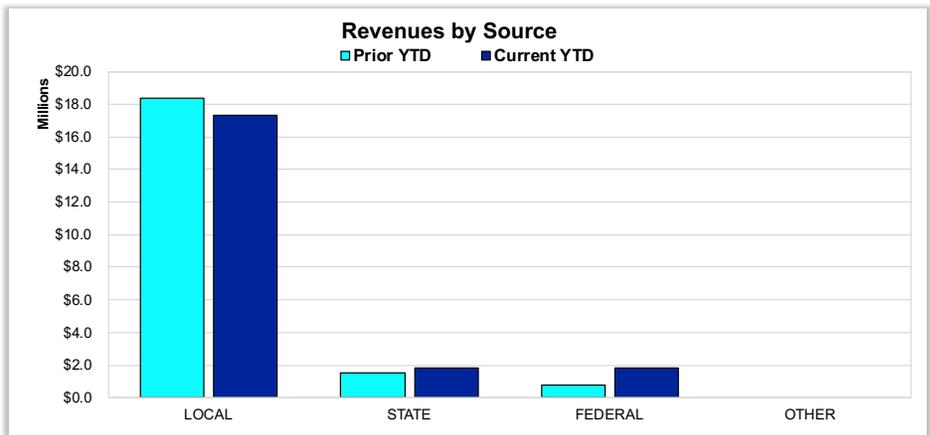
Actual YTD State Sources



Projected YTD State Sources 67.72%

All Funds | Top 10 Sources of Revenue YTD

Ad Valorem Taxes	\$18,081,891
Unrestricted Grants-in-Aid	\$1,313,328
Food Service	\$1,035,924
State Transportation Reimbursement	\$378,423
Restricted Grants-In-Aid Received from the Federal Govt Thru	\$345,398
Federal Special Education	\$289,245
Textbook Income	\$243,025
Title I	\$98,799
Other Revenue from Local Sources	\$61,280
Payments in Lieu of Taxes	\$52,500
<b>Percent of Total Revenues Year-to-Date</b>	<b>99.22%</b>



## Budget Performance Update

### FY21+ Prospect Heights 23 (Initial Base Scenario)

#### Fund summary basis: Operating Funds

#### Month of March (fiscal year 2021):

- ↓ Total MTD Revenues: \$6,581,715; under plan\* (unfavorable) by **-\$689,589**
- ↓ Total MTD Expenditures: \$1,964,529; under plan (favorable) by **-\$155,622**

#### Fiscal year to date (July-March):

- ↓ Total YTD Revenues: \$20,929,611 (85.7% of annual budget compared to 91.6% prior YTD); under plan (unfavorable) year-to-date (YTD) by **-\$1,454,485**
  - ↓ 1000 Local Sources: **-\$2,295,242**
  - 2000 Flow-Through Sources: +\$0
  - ↑ 3000 State Sources: +\$35,912
  - ↑ 4000 Federal Sources: +\$805,444
  - ↓ 7000 Other Financing Sources: **-\$600**
- ↓ Total YTD Expenditures: \$14,718,623 (60.0% of annual budget compared to 65.1% prior YTD); under plan (favorable) year-to-date (YTD) by **-\$1,262,791**
  - ↓ 000 Transfer: -\$20,302
  - ↓ 100 Salaries: -\$270,548
  - ↓ 200 Employee Benefits: -\$42,563
  - ↓ 300 Purchased Services: -\$1,117,198
  - ↑ 400 Supplies & Materials: **+\$433,988**
  - ↓ 500 Capital Outlay: -\$175,844
  - ↓ 600 Other Objects: -\$70,323
  - 700 Non-Capitalized Equipment: +\$0

#### End of Fiscal Year Projection

	Projected	Annual Budget	Variance
<b>Total Revenues</b>	\$22,967,648	\$24,422,133	-\$1,454,485
<b>Total Expenditures</b>	\$23,264,095	\$24,526,886	-\$1,262,791
<b>Difference</b>	↓-\$296,448	-\$104,753	-\$191,695

\* Plan equals budgeted amount including any assumptions for all periods (Trend Amount).

For further details, refer to the current base scenario [Initial Base Scenario](#) in 5Cast *Plus*.

### 05/2021 Building Student Activity Balances

Account	Description	Balance
02.02.3	Sullivan Charitable Fund	-(\$540.00)
02.22.3	Sullivan Library	\$2,233.57
02.23.3	Sullivan Drama	\$1,405.75
02.32.3	Sullivan Choir	-(\$173.50)
02.36.3	Sullivan Needy Family	\$306.64
02.40.3	Sullivan Field Trips	-(\$193.40)
02.60.3	Sullivan Camp Scholarship Fund	\$2,535.01
02.61.3	Sullivan Supervising Teacher Reimbursement	\$43.29
02.89.3	Sullivan STEAM	\$211.62
02.98.3	Sullivan LEGO Robotics	\$412.85
	<b>TOTAL</b>	<b>\$6,241.83</b>

03.02.3	Ross Charitable Fund	\$136.24
03.03.3	Ross Student Spirit Purchases	\$20.00
03.22.3	Ross Library	\$1,292.13
03.36.3	Ross Needy Family	\$1,139.58
03.40.3	Ross Field Trips	\$897.37
03.61.3	Ross Supervising Teacher Reimbursement	\$31.25
03.89.3	Ross STEAM	\$1,266.52
	<b>TOTAL</b>	<b>\$4,783.09</b>

04.02.3	MacArthur Charitable Fund	\$1,146.16
04.03.3	MacArthur Student Spirit Purchases	-(\$308.84)
04.08.3	MacArthur Eighth Grade	-(\$740.00)
04.11.3	MacArthur Student Incentives/Student Support	\$221.09
04.13.3	MacArthur Applied Tech Club	\$247.44
04.14.3	MacArthur Creativity Club	\$0.00
04.15.3	MacArthur Student Senate	\$2,450.73
04.20.3	MacArthur Art	\$237.83
04.22.3	MacArthur Library	\$0.00
04.23.3	MacArthur Drama	\$1,368.87
04.28.3	MacArthur Life Skills Club	\$97.07
04.30.3	MacArthur Orchestra	-(\$101.36)
04.31.3	MacArthur Band	\$0.00
04.32.3	MacArthur Choir	\$100.00
04.40.3	MacArthur Field Trips	\$163.67
04.51.3	MacArthur Basketball	-(\$1.00)
04.53.3	MacArthur Pom-Pon	\$0.00
04.54.3	MacArthur Track	\$0.00
04.55.3	MacArthur Volleyball	\$0.00
04.56.3	MacArthur Wrestling	\$0.00
04.61.3	MacArthur Supervising Teacher Reimbursement	\$0.00
04.91.3	MacArthur Jake Szymanski Scholarship	\$0.00
	<b>TOTAL</b>	<b>\$4,881.66</b>

05.02.3	Eisenhower Charitable Fund	-\$135.63
05.03.3	Eisenhower Student Spirit Purchases	\$6.00
05.22.3	Eisenhower Library	\$27.64
05.36.3	Eisenhower Needy Family	\$898.74
05.40.3	Eisenhower Field Trips	\$1,031.96
05.61.3	Eisenhower Supervising Teacher Reimbursemer	\$31.25
01.00.4	Admin Interest	\$4.72
	<b>TOTAL</b>	<b>\$1,864.68</b>

**TOTAL FOR ALL BUILDINGS**

**\$17,771.26**

**PROSPECT HEIGHTS SCHOOL DISTRICT 23**  
**FINANCE COMMITTEE MEETING**  
TUESDAY, APRIL 6, 2021  
GRODSKY ADMINISTRATION BUILDING  
700 N SCHOENBECK RD  
PROSPECT HEIGHTS, IL 60070 at 5:30 PM

*Create opportunities that inspire all students to grow as learners, individuals, and citizens.*

**AGENDA**

I. Call to Order

Present: Board Members Paul, Botwinski; and Peters Admin: Angelaccio, Zaher, and McPartlin

II. Discussion Items

A. Recommendation for Award - District Financial Audit Services

Following a in-depth RFP process and evaluation, the Business Office has selected the firm of Baker Tilly as their auditor for the 2021, 2022 and 2023 years.

B. Discussion of EBC Insurance Rates

The EBC Board of Directors held their renewal meeting on March 18th. Districts were given the opportunity to attend virtually to discuss the final renewal projections and rates for the upcoming plan year. The rate sheet and overview have been attached for your review.

C. Direct Certification Update & Fee Discussion

The Administration is aware of the ongoing financial challenges for many of our families. As a district, we have been under increasing local pressure to "share" the additional Federal revenues with impacted families. To that end, we have included a recommendation for the reduction of student fees for the 2021-22 school year as well as a clarification on the assessment of fees for low-income students that currently receive State/Federal benefits. The committee reviewed options and was supportive of a one-time covid impact reduction of student fees of 50%.

D. Furniture Updates

Purchases are ready for approval and in alignment with budgeted amounts. Committee was supportive of moving forward.

E. Fund Transfer & Summer School Status

In January, the Board approved the transfer of \$100K from the Transportation Fund to the Education Fund to cover the costs of the Summer Bridge Program for at-risk students. As we are unable to offer the program due to staffing obstacles, we are asking for direction from the Committee on how best to proceed. The committee was supportive of developing a resolution to rescind the transfer from transportation fund to education fund.

F. Sale of Student i-Pads

The Technology Department will again, be offering families the option to purchase their 8th grade i-Pads at a cost of \$50 each. This is approximately the cost that the District would receive if we were to recycle them and allows students to retain their devices following Graduation.

G. April, 2021 Grant Information and Update

Dr. Amy Zaher has provided an update on the status our our State and Federal grants. Of note are the new Federal allocations under the Elementary and Secondary Emergency Education Relief (ESSER) Fund.

H. ESSER Discussion

**PROSPECT HEIGHTS SCHOOL DISTRICT 23**  
**FINANCE COMMITTEE MEETING**  
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700 N SCHOENBECK RD  
PROSPECT HEIGHTS, IL 60070 at 5:30 PM

*Create opportunities that inspire all students to grow as learners, individuals, and citizens.*

**AGENDA**

As the District has received additional allocations under the Elementary and Secondary Emergency Education Relief (ESSER) Fund, we work to prioritize and categorize needs based on several criteria.

I. TIF Update - Lexington Homes

Attached is a brief update on the status of current negotiations between Districts 23 & 214 and the City of Prospect Heights and Lexington Homes.

J. Financial Reporting to the Committee

III. Old Business

A. Approval of Minutes - Finance Committee Meeting of March 1, 2021

The Finance Committee recommends approval of the minutes from the March 1, 2021 meeting as written. Motion by Mrs. Peters, Second by Mrs. Paul. Motion passes.

IV. New Business

V. Adjournment 6:46pm

**DISTRICT ORGANIZATIONAL GOALS**

- **Student Success:** Ensure all students are well rounded and emotionally and academically prepared for success in high school.
- **Teaching, Learning, and Innovation:** Encourage a learning environment that emphasizes excellence and retains high-quality staff.
- **Family and Community Partnership:** Actively engage and communicate with all families to foster collaborative relationships that benefit student learning and understanding of district priorities.
- **Sustainable Resources:** Advance effective use of resources to support safe, learner ready facilities that maximize student learning.