

Regular Meeting

Wednesday, March 16, 2016 7:00 PM

Administration Building, 7450 S Wolf Road, Burr Ridge, IL 60527

I. Roll Call / Visitors

II. Pledge of Allegiance (1 Minute)

III. Open Forum: Board Policy 2:230 (individuals will be given five minutes to address the Board regarding agenda or non-agenda items) (10 Minutes)

IV. Additional Items to be Placed on the Agenda (1 Minute)

V. * Consent Agenda (5 Minutes)

V.A. Approve Regular Meeting Minutes of February 17,
2016

V.B. Approve Closed Session Minutes of February 17,
2016

V.C. Approve Payment of February Payroll/March
Warrants

V.D. Approve Governance and Planning (sec. 1) Board
Policies

V.E. Approve Pleasant Dale Park District Before and
After School Program Intergovernmental Agreement

V.F. Approve March 2016 Personnel Report

V.G. Approve Learning Management System (LMS)

V.H. Approve FY17 Preliminary Staffing
Recommendation

V.I. Approve Elementary School Parking Lot Re-
grading and Paving, Elementary School and Middle
School Tile Replacement, and Middle School HVAC
Replacement Bid Process

VI. Reports and Discussion Items

VI.A. Superintendent's Report

VI.A.1. Review Parent/Student Handbook (15
Minutes)

VI.A.2. School Improvement Plan Update (15
Minutes)

VI.A.3. Communication Advisory Team Update (15
Minutes)

VI.A.4. Board of Education Information
Requests (5 Minutes)

VI.A.4.a. *Approve Board of Education Information
Requests

VII. Items for Next Agenda: (5 Minutes)

VII.A. Review School Board (sec. 2) Board
policies; Review of Service Provider
Bids/Contracts; Approve School Parking Lot Re-
grading and Paving, Elementary School and Middle

School Tile Replacement, and Middle School HVAC Replacement Bids; Approve Parent/Student Handbook; Gifted Program Update; and PERA Update.

VIII. Open Forum: Board Policy 2:230
(individuals will be given five minutes to address the Board regarding agenda or non-agenda items)
(5 Minutes)

IX. Adjournment

MINUTES OF THE BOARD OF EDUCATION

Regular Meeting Administration Building 7:00 p.m. – 8:55 p.m. February 17, 2016

Members Present:

- Mark Mirabile, Presiding Officer
- Kim Barker
- Vipul Dedhia
- David Negron
- Gina Scaletta-Nelson
- Michael Rak

Absent:

- Kristin Violante

ROLL CALL AND VISITORS

Present with Superintendent Dave Palzet were staff members Erika Sawosko, Candy Kramer, Catherine Chang, Matt Vandercar, John Glimco, Karyn Lisowski, Andrea Mars, and Julie Crist; and resident Jim Distasio.

PLEDGE OF ALLEGIANCE

Students from the Pleasantdale Middle School Sunshine Club lead the Pledge of Allegiance. The students and middle school health teacher Jen Driscoll shared with the Board a brief video of some of the activities the group has been doing.

ACTION NO. 37

Consent Agenda

Motion by Scaletta-Nelson, seconded by Barker, that the Board of Education approve the consent agenda consisting of: regular meeting minutes of January 20, 2016; closed session meeting minutes of January 20, 2016; payment of January payroll/February warrants; February 2016 Personnel Report including the hiring of Bernadette Kosnick as full time instructional aide beginning February 8, 2016; easement request; and FY17 school calendar. Motion carried by a roll call vote of 6 ayes (Barker, Dedhia, Mirabile, Negron, Scaletta-Nelson, Rak) absent – Violante.

ACTION NO. 38

Refund Bonds

Motion by Mirabile, seconded by Barker, that the Board of Education approve a resolution providing for the issue of not to exceed \$6,100,000 General Obligation Refunding School Bonds, Series 2016, for the purpose of refunding certain outstanding bonds of the District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the execution of a Bond Purchase Agreement with William Blair & Company, L.L.C., in connection with the proposed sale of said bonds. Motion carried by a roll call vote of 6 ayes (Barker, Dedhia, Mirabile, Negron, Scaletta-Nelson, Rak) absent – Violante.

ACTION NO. 39

Transfer Funds

Motion by Mirabile, seconded by Scaletta-Nelson, that the Board of Education approve a resolution transferring funds from the Transportation Fund to the School Bond and Interest Fund of 2006 for the payment of principal of and interest on the District’s General Obligation School Bonds, Series 2006, and abating a portion of the tax heretofore levied for the year 2015 to pay debt service on said bonds. Motion carried by a roll call vote of 6 ayes (Barker, Dedhia, Mirabile, Negron, Scaletta-Nelson, Rak) absent – Violante.

REPORTS AND
DISCUSSION ITEMS2016 Staff Summer Work Plan

Assistant Superintendent for Teaching and Learning Candy Kramer discussed a revised plan for approving summer professional work for teachers. Summer professional work allows teachers to continue the momentum made during the school year on district goals and initiatives. This year, all summer work will fall into three categories: Professional Development, District Initiatives, and Curriculum Review Projects. All projects will be approved and monitored by the administration.

District Goal Update

Superintendent Dave Palzet reviewed the progress toward successful completion of the District's Year-One Goals. The district's goals fall into one of six categories: Teaching & Learning, Technology, Communication, Finance & Facilities, Culture & Climate, and Board Governance. Over the course of the year, the staff at both schools have made great progress in each of these categories, and the successful completion of these goals has resulted in an improved school experience for our students. Some highlights of our goals include a successful Google Apps for Education pilot program, improved home/school communication, and the implementation of a 5-year facilities plan.

Learning Management System

As our C⁴ (Communication, Collaboration, Critical Thinking, and Creativity) Learning Plan evolves, we seek to ensure that our students, teachers, and families have the tools they need to be successful. A learning management system is a software application that allows teachers, students, and parents to present and access classroom materials, calendars, and grades in a "one stop shop" manner. The administration is recommending the purchase of Schoology as the learning management system for our schools.

Preliminary Staffing Recommendations

The administration presented staffing recommendations for the 2016-17 school year. The current enrollment projections show that our student count will remain flat for the next school year. Additionally, there are no new programs being proposed. The staffing of certified staff members will not change for next year with the exception of the .67 grade 6 teacher will flow to grade 7.

Food Service Update

Business Manager Catherine Chang reported to the Board her progress in implementing improvements to our food service program. She explained that the district would engage in the bid process to identify a new food service provider that allows for high quality meals at a reasonable price. If the district were to drop the National School Lunch Program, then the District would be able to enter into a school to school agreement. It is the recommendation of the administration to go forward for at a minimum of one year to not be a part of the National School Lunch program so they can explore a school to school agreement. The district can always go back to the National School Lunch program in subsequent years if the district chooses to. The Board advised the administration to move forward with submitting the bid and to continue to investigate vendors for a school to school agreement.

5 year Financial Projections

Business Manager, Catherine Chang presented the financial projections through Fiscal Year (FY) 2020. The 5 year projections incorporate the following assumptions about future revenues and expenditures: the current and estimated Consumer Price Index (CPI); bond refunding; abatement of debt service of \$500,000; cost increases at current contractual commitments; facilities and technology projects for the next five years. The 5-year projection shows District 107 remaining in good financial health. As good stewards of

taxpayer dollars, we continually make wise financial decisions while maintaining a high level of service to our students.

Review of Governance and Planning (sec. 1) Board Policies

The Board of Education regularly reviews Board policy to ensure that current policies reflect the realities of running a school district. The Board reviewed the Governance and Planning section of the policy manual. The policies are scheduled to be approved at the March Board meeting as part of the consent agenda.

Board of Education Information Requests

No Requests

NEXT AGENDA

Items submitted for the March 2016 agenda include:
Approve Learning Management System; School Improvement Plan Update; Approve Preliminary Staffing Recommendations; Approve Pleasant Dale Park District Before and After School Program Intergovernmental Agreement; Re-employment of non-tenure Personnel and Non-renewal of Non-tenured Teachers; Approve Governance and Planning (sec. 1) Board Policies; and Parent/Student Handbook.

ACTION NO. 40

Closed Session

Motion by Barker, seconded by Rak, that the Board of Education go into closed session at 8:15 p.m. to discuss collective negotiating matters between the District and its employees or their representatives; and matters relating to the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District. Motion carried by a roll call vote of 6 ayes (Barker, Dedhia, Mirabile, Negron, Scaletta-Nelson, Rak) absent – Violante.

The Board came out of closed session at 8:54 p.m.

ACTION NO. 41

Contract 2015-2020

Motion by Rak, seconded by Dedhia, that the Board of Education approve the 2015-2020 Professional Agreement with the Teachers’ Association of Pleasantdale. Motion carried by a roll call vote of 6 ayes (Barker, Dedhia, Mirabile, Negron, Scaletta-Nelson, Rak) absent – Violante.

ADJOURNMENT

Motion by Barker, seconded by Mirabile, that the regular meeting adjourns at 8:55 p.m. Voice vote. Motion carried.

App. ___ President _____ Secretary _____

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1190

03/10/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Social Studies School Service						
Check Group:						
Developing Childrens Coping Skills		1	160398	SI74146 2/19/2016	10.5.2110.4000.200.0000	\$50.34
Take two: Skill building skits		1	160398	SI74146 2/19/2016	10.5.2110.4000.200.0000	\$30.18
Remote Control Worry Game		1	160398	SI74146 2/19/2016	10.5.2110.4000.200.0000	\$27.95
Everyones Talking: Stories to Engage		1	160398	SI74998 3/1/2016	10.5.2110.4000.200.0000	\$25.70
					Check #: 0	
					PO/InvoiceTotal:	<u>\$134.17</u>
					Vendor Total:	<u>\$134.17</u>
ABC-CLIO						
Check Group:						
School Library Connection		1	160382	C37170 3/2/2501	10.5.2220.4302.200.0000	\$69.00
					Check #: 0	
					PO/InvoiceTotal:	<u>\$69.00</u>
					Vendor Total:	<u>\$69.00</u>
All Covered						
Check Group:						
Promethean stylus 2-pack		1	160219	697244 11/18/2016	10.5.2225.4000.100.0000	\$80.20
Promethean Remote Control		1	160219	709238 2/3/2016	10.5.2225.4000.100.0000	\$69.00
					Check #: 0	
					PO/InvoiceTotal:	<u>\$149.20</u>
					Vendor Total:	<u>\$149.20</u>
American Taxi						

Pleasantdale School District 107

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Feb student transportation		1 0		160231 3/4/2016	40.5.2550.3310.300.0000	\$2,160.00
Jan student transportation		1 0		161234 2/5/2016	40.5.2550.3310.300.0000	\$2,040.00
					Check #: 0	
						PO/InvoiceTotal: \$4,200.00
						Vendor Total: \$4,200.00
Anderson's Bookfair wwWickle						
Check Group:						
MS Readers books		1 0		019881 2/1/2016	10.5.2213.4100.300.0000	\$103.40
					Check #: 0	
						PO/InvoiceTotal: \$103.40
						Vendor Total: \$103.40
Area Salt Chemical Inc						
Check Group:						
Salt		1 0		V440740 2/29/2016	20.5.2540.4000.300.0000	\$1,174.55
Salt		1 0		V921261 1/22/2016	20.5.2540.4000.300.0000	\$2,137.40
					Check #: 0	
						PO/InvoiceTotal: \$3,311.95
						Vendor Total: \$3,311.95
AT&T						
Check Group:						
Feb 25-Mar 24 E911/elevator		1 0		630662013902 2/25/2016	20.5.2540.3400.100.0000	\$152.42
Feb 25-Mar 24 E911-elevator		1 0		630662013902 2/25/2016	20.5.2540.3400.200.0000	\$175.41

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Feb 16-Mar 15 Prm, security, gas meter		1	0	630R06123502 3/8/2016	20.5.2540.3400.300.0000	\$303.85
Feb 16-Mar 15 Prm, fax		1	0	630R06123502 3/8/2016	20.5.2540.3400.200.0000	\$509.65
Feb 16-Mar 15 Prm, fax, security, gas meter		1	0	708R06290002 2/16/2016	20.5.2540.3400.100.0000	\$698.89
Check #: 0						
						PO/InvoiceTotal: <u>\$1,840.22</u>
						Vendor Total: <u>\$1,840.22</u>
At&T Long Distance						
Check Group:						
Jan 4-Feb 3 long distance chg		1	0	V727448 2/6/2016	20.5.2540.3400.300.0000	\$14.91
Jan 4-Feb 3 long distance chg		1	0	V727448 2/6/2016	20.5.2540.3400.100.0000	\$20.51
Jan 4- Feb 3 long distance		1	0	V727448 2/6/2016	20.5.2540.3400.200.0000	\$29.81
Check #: 0						
						PO/InvoiceTotal: <u>\$65.23</u>
						Vendor Total: <u>\$65.23</u>
Barnes & Noble						
Check Group:						
MS Readers books		1	0	3194134 2/5/2016	10.5.2213.4100.300.0000	\$171.04
MS Readers books		1	0	3194216 2/5/2016	10.5.2213.4100.300.0000	\$95.92
MS Readers books		1	0	3194217 2/5/2016	10.5.2213.4100.300.0000	\$14.39
MS Readers books		1	0	3198606 2/12/2016	10.5.2213.4100.300.0000	\$53.55

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
PO/InvoiceTotal:						\$334.90
Vendor Total:						\$334.90
BFB Therapeutics, LLC						
Check Group:						
Dec, Jan, Feb O.T. srv		1	0	V802434 2/22/2016	10.5.1913.6700.300.0000	\$1,500.00
Check #: 0						
PO/InvoiceTotal:						\$1,500.00
Vendor Total:						\$1,500.00
CDWG						
Check Group:						
case for tablet		1	160355	CDW7252 2/23/2016	10.5.2225.4000.200.0000	\$77.41
Tablet for Maintenance		1	160355	CDK5887 2/19/2016	10.5.2225.4000.200.0000	\$214.97
Check #: 0						
PO/InvoiceTotal:						\$292.38
Check Group:						
Replacement tablet for Maintenance		1	160356	CDK5886 2/19/2016	10.5.2225.4000.200.0000	\$214.97
Replacement tablet for Maintenance		1	160356	CDW7249 2/23/2016	10.5.2225.4000.200.0000	\$24.40
case for tablet		1	160356	CDW7249 2/23/2016	10.5.2225.4000.200.0000	\$53.01
Check #: 0						
PO/InvoiceTotal:						\$292.38
Check Group:						
Projector for library to replace the one that is broken		1	160401	CDG6996 2/19/2016	10.5.2225.5501.100.0000	\$721.14

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						Check #: 0
						PO/InvoiceTotal: <u>\$721.14</u>
						Vendor Total: <u>\$1,305.90</u>
Chicago Kiln Service						
Check Group:						
Srv art kiln		1 0		5465 2/24/2016	10.5.1002.3200.200.0000	\$298.00
						Check #: 0
						PO/InvoiceTotal: <u>\$298.00</u>
						Vendor Total: <u>\$298.00</u>
Chicago Tribune Media Group						
Check Group:						
Advertisement/custodian position		1 0		002505024 2/7/2016	10.5.2320.3500.300.0000	\$375.00
						Check #: 0
						PO/InvoiceTotal: <u>\$375.00</u>
						Vendor Total: <u>\$375.00</u>
Comcast						
Check Group:						
Mar dedicated internet		1 0		41297538 3/1/2016	20.5.2540.3400.200.0000	\$1,725.01
Mar dedicated internet		1 0		41297538 3/1/2016	20.5.2540.3400.100.0000	\$1,725.02
						Check #: 0
						PO/InvoiceTotal: <u>\$3,450.03</u>
						Vendor Total: <u>\$3,450.03</u>
DEMCO Inc						
Check Group:						
Titan Book ends - Blue		12	160412	5810294 2/23/2016	10.5.2220.4000.200.0000	\$59.48

Pleasantdale School District 107

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03/10/2016

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Titan Book ends - Gray		12	160412	5810294 2/23/2016	10.5.2220.4000.200.0000	\$59.48
Crystal Clear Tape 3.5-mil Polypropylene 2" x 15 Yards		3	160412	5810294 2/23/2016	10.5.2220.4000.200.0000	\$18.38
Check #: 0						
PO/InvoiceTotal:						\$137.34
Vendor Total:						\$137.34
Document Imaging Dimensions Inc						
Check Group:						
HP 2025 OEM Yellow Cartridge		1	160383	291154 3/2/2016	10.5.2225.4000.200.0000	\$139.00
Check #: 0						
PO/InvoiceTotal:						\$139.00
Vendor Total:						\$139.00
Dreisilker Electric Motors						
Check Group:						
Air supply return fan motor-MS gym		1	0	1996092 2/2/2016	20.5.2540.4000.300.0000	\$599.11
Belt pulley for air handler-MS gym		1	0	1996253 2/3/2016	20.5.2540.4000.300.0000	\$208.10
Check #: 0						
PO/InvoiceTotal:						\$807.21
Vendor Total:						\$807.21
Elevator Inspection Service Company, Inc						
Check Group:						
February 19 elevator inspetion/ES		1	0	57951 2/23/2016	20.5.2540.3192.300.0000	\$150.00
Check #: 0						
PO/InvoiceTotal:						\$150.00
Vendor Total:						\$150.00

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Elim Christian Services						
Check Group:						
Jan tuition		1 0		150700 1/31/2016	10.5.1913.6700.300.0000	\$6,072.21
Feb tuition		1 0		150952 2/29/2016	10.5.1913.6700.300.0000	\$5,752.62
					Check #: 0	
						PO/InvoiceTotal: <u>\$11,824.83</u>
						Vendor Total: <u>\$11,824.83</u>
Essentra Specialty Tapes						
Check Group:						
REMO TWO- 5000 pieces - 1/16 x 1 x 1		1	160381	62085932 2/12/2016	10.5.1001.4000.100.0000	\$106.75
					Check #: 0	
						PO/InvoiceTotal: <u>\$106.75</u>
						Vendor Total: <u>\$106.75</u>
First Student, Inc						
Check Group:						
Girl's volleyball to Washington MS		1 0		183-C-061518 2/16/2016	40.5.2550.3311.300.0000	\$210.36
Girl's volleyball to Willow Springs School		1 0		183-C-061519 2/18/2016	40.5.2550.3311.300.0000	\$210.36
Girl's volleyball to Forest Park MS		1 0		183-C-061520 2/22/2016	40.5.2550.3311.300.0000	\$217.16
Girl's vball to Park Jr High		1 0		183-C-061521 2/29/2016	40.5.2550.3313.300.0000	\$210.36
Gr 4 to Allstate Arena-Wolves game		1 0		183-C-062294 2/23/2016	40.5.2550.3312.300.0000	\$822.51
MS students to LTHS Jazz Day		1 0		183-C-064143 2/24/2016	40.5.2550.3312.300.0000	\$263.37

Pleasantdale School District 107

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Scholastic Bowl to O'Neill MS		1 0		183-C-064196 2/23/2016	40.5.2550.3312.300.0000	\$157.37
Scholastic Bowl to Lukancic MS		1 0		183-C-064197 2/29/2016	40.5.2550.3312.300.0000	\$157.37
Feb student transportation		1 0		183-H-004951 3/4/2016	40.5.2550.3310.300.0000	\$50,476.40
Feb band route		1 0		183-H-004951 3/4/2016	40.5.2550.3314.300.0000	\$3,198.40
Feb activity route		1 0		183-H-004951 3/4/2016	40.5.2550.3313.300.0000	\$2,078.96
Feb math shuttle		1 0		183-H-004951 3/4/2016	40.5.2550.3310.300.0000	\$549.67
Check #: 0						
						PO/InvoiceTotal: <u>\$58,552.29</u>
						Vendor Total: <u>\$58,552.29</u>
Follett School Solutions						
Check Group:						
Prisoner B-3087 by Gratz		4	160337	309364-0 1/18/2016	10.5.1002.4010.200.0000	\$76.40
The Sunflower by Wiesenthal		6	160337	309364-0 1/18/2016	10.5.1002.4010.200.0000	\$105.84
The Boys Who Challenged by Hoose		4	160337	309364F-6 2/5/2016	10.5.1002.4010.200.0000	\$84.80
Check #: 0						
						PO/InvoiceTotal: <u>\$267.04</u>
						Vendor Total: <u>\$267.04</u>
Food Services Professionals						
Check Group:						
Feb milk		1	0	102795 3/2/2016	10.5.2560.4041.200.0000	\$1,125.00

Pleasantdale School District 107

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Feb milk		1 0		102795 3/2/2016	10.5.2560.4041.100.0000	\$1,095.00
Feb lunches		1 0		102795 3/2/2016	10.5.2560.4040.300.0000	\$10,854.65
Check #: 0						
PO/InvoiceTotal:						\$13,074.65
Vendor Total:						\$13,074.65
Franczek Radelet						
Check Group:						
Jan Legal srv-PTAB		1 0		166429 2/22/2016	10.5.2310.3180.300.0000	\$112.00
Check #: 0						
PO/InvoiceTotal:						\$112.00
Vendor Total:						\$112.00
GCA SERVICES GROUP						
Check Group:						
Mar custodial srv		1 0		729638 3/1/2016	20.5.2540.3220.300.0000	\$17,251.82
Check #: 0						
PO/InvoiceTotal:						\$17,251.82
Vendor Total:						\$17,251.82
Grainger						
Check Group:						
Fan, pipe thread sealant, windshield wash, cable ties		1 0		9017279788 2/4/2016	20.5.2540.4000.300.0000	\$148.32
Return pipe thread sealants		1 0		9024438567 2/12/2016	20.5.2540.4000.300.0000	(\$64.05)
Hand truck		1 0		9033601098 2/23/2016	20.5.2540.4000.300.0000	\$166.83

Pleasantdale School District 107

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Rest room signs		1	0	9033601106 2/23/2016	20.5.2540.4000.300.0000	\$14.96
					Check #: 0	
						PO/InvoiceTotal: \$266.06
						Vendor Total: \$266.06
Grand Prairie Transit						
Check Group:						
Jan transportation		1	0	G029-RTINV1001 671 1/31/2016	40.5.2550.3315.300.0000	\$5,914.71
					Check #: 0	
						PO/InvoiceTotal: \$5,914.71
						Vendor Total: \$5,914.71
Great Potential Press, Inc						
Check Group:						
Inventories and Data Collection Forms (10 Sets of Materials)		1	160428	113167 3/2/2016	10.5.1001.3160.100.0000	\$38.50
A Guide for Whole-Grade Acceleration K-8 (3rd Edition,		1	160428	113167 3/2/2016	10.5.1001.3160.100.0000	\$219.95
					Check #: 0	
						PO/InvoiceTotal: \$258.45
						Vendor Total: \$258.45
Groot Industries						
Check Group:						
Feb disposal/recycling srv		1	0	13904927 2/1/2016	20.5.2540.3210.300.0000	\$1,053.39
					Check #: 0	
						PO/InvoiceTotal: \$1,053.39
						Vendor Total: \$1,053.39
Helping Hand Center						

Pleasantdale School District 107

Voucher Detail Listing

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03/10/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Jan tuition		1	0	2473 1/31/2016	10.5.1912.6700.300.0000	\$6,177.28
Feb tuition		1	0	2774 2/29/2016	10.5.1912.6700.300.0000	\$6,502.40
					Check #: 0	
					PO/InvoiceTotal:	\$12,679.68
					Vendor Total:	\$12,679.68
Hermitage Art Company, Inc						
Check Group:						
Graduation Program Cover per pack of 100		7	180370	34956 2/9/2016	10.5.1002.4021.200.0000	\$69.20
					Check #: 0	
					PO/InvoiceTotal:	\$69.20
					Vendor Total:	\$69.20
Hodges,Loizzi,Eisenhammer,Rodick & Kohn						
Check Group:						
Jan legal srv		1	0	33850 1/31/2016	10.5.2310.3180.300.0000	\$2,039.97
					Check #: 0	
					PO/InvoiceTotal:	\$2,039.97
					Vendor Total:	\$2,039.97
Industrial Electric						
Check Group:						
Ballast, wirenut, jack chain, S hook		1	0	239743 2/10/2016	20.5.2540.4000.300.0000	\$54.99
Replacement fuses		1	0	239837 2/15/2016	20.5.2540.4000.300.0000	\$170.00
Screws and wirenuts		1	0	239839 2/15/2016	20.5.2540.4000.300.0000	\$39.50

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1190

03/10/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						Check #: 0
						PO/InvoiceTotal: <u>\$264.49</u>
						Vendor Total: <u>\$264.49</u>
International Literacy Association						
Check Group:						
membership renewal		1	160399	1982481 3/1/2016	10.5.1001.4017.100.0000	\$75.00
						Check #: 0
						PO/InvoiceTotal: <u>\$75.00</u>
						Vendor Total: <u>\$75.00</u>
Interstate Gas Supply, Inc						
Check Group:						
Jan natural gas srv		1	0	246395 2/22/2016	20.5.2540.4650.200.0000	\$3,463.25
Jan natural gas srv		1	0	246395 2/22/2016	20.5.2540.4650.100.0000	\$1,968.07
						Check #: 0
						PO/InvoiceTotal: <u>\$5,431.32</u>
						Vendor Total: <u>\$5,431.32</u>
Johnson Floor Company, Inc.						
Check Group:						
Elementary tile project-final payment		1	0	V332159 2/9/2016	20.5.2530.5210.100.0000	\$6,684.00
						Check #: 0
						PO/InvoiceTotal: <u>\$6,684.00</u>
						Vendor Total: <u>\$6,684.00</u>
Kamphuis, Ralph						
Check Group:						
Reimburse for mileage-Feb 6 burglar alarm		1	0	V990645 3/7/2016	10.5.1001.3320.100.0000	\$10.26

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1190

03/10/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
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Check #: 0

PO/InvoiceTotal: \$10.26

Vendor Total: \$10.26

Ken's Landscaping, Inc.

Check Group:

Feb 8, 12, 14 snow removal		1 0		4156 2/15/2016	20.5.2540.3292.200.0000	\$825.00
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Feb 24 snow removal		1 0		4172 3/1/2016	20.5.2540.3292.200.0000	\$275.00
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Check #: 0

PO/InvoiceTotal: \$1,100.00

Vendor Total: \$1,100.00

Konica Minolta Business Solutions

Check Group:

Jan usage chg		1 0		9002133932 2/1/2016	20.5.2540.3290.100.0000	\$478.98
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Jan usage chg		1 0		9002133932 2/1/2016	20.5.2540.3290.200.0000	\$499.87
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Jan usage chg		1 0		9002133932 2/1/2016	20.5.2540.3290.300.0000	\$376.34
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Feb usage chg		1 0		9002216161 3/1/2016	20.5.2540.3290.100.0000	\$494.45
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Feb usage chg		1 0		9002216161 3/1/2016	20.5.2540.3290.200.0000	\$503.91
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Feb usage chg		1 0		9002216161 3/1/2016	20.5.2540.3290.300.0000	\$356.53
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Check #: 0

PO/InvoiceTotal: \$2,710.08

Vendor Total: \$2,710.08

LaGrange Area Dept Of Special Education

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1190

03/10/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
FY15 Final bill/CD-Multi needs		1	0	16-436-107 1/29/2016	10.5.4220.6700.300.0000	\$3,084.79
FY16 Pre bill/CD-Multi needs		1	0	16-436-107 1/29/2016	10.5.4220.6700.300.0000	\$139,159.64
Check #: 0						
						PO/InvoiceTotal: <u>\$142,244.43</u>
						Vendor Total: <u>\$142,244.43</u>
Lakeshore Learning Materials						
Check Group:						
extra 1"bright tape pack		1	160372	5004670216 2/12/2016	10.5.1001.4109.100.0000	\$28.74
4 seasons floor puzzle		1	160372	5004670216 2/12/2016	10.5.1001.4109.100.0000	\$14.94
Alphabet Photo Puzzle		1	160372	5004670216 2/12/2016	10.5.1001.4109.100.0000	\$14.94
Numbers Photo Floor Puzzle		1	160372	5004670216 2/12/2016	10.5.1001.4109.100.0000	\$14.94
Pop & Add to 12 Game		1	160372	5004670216 2/12/2016	10.5.1001.4109.100.0000	\$28.74
Addition Match ups		2	160372	5004670216 2/12/2016	10.5.1001.4109.100.0000	\$22.97
ten Frame class set		1	160372	5004670216 2/12/2016	10.5.1001.4109.100.0000	\$28.49
Check #: 0						
						PO/InvoiceTotal: <u>\$153.76</u>
						Vendor Total: <u>\$153.76</u>
Laura Frankiewicz, Ed.D.						
Check Group:						

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1190

03/10/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Feb Interim Spec Ed Director		1 0		V98021 2/29/2016	10.5.1205.1000.300.0000	\$4,500.00
				Check #: 0		
					PO/InvoiceTotal:	\$4,500.00
					Vendor Total:	\$4,500.00
Lewellyan, Kay						
Check Group:						
Reimburse for Advisory activity		1 0		V152167 3/7/2016	10.5.1002.4006.200.0000	\$34.92
				Check #: 0		
					PO/InvoiceTotal:	\$34.92
					Vendor Total:	\$34.92
Life Moments						
Check Group:						
Spring mailer		1 0		PDSD-16-1-14 2/28/2016	10.5.2310.3401.300.0000	\$1,110.00
Postage for Spring mailer		1 0		PDSD-16-1-14 2/28/2016	10.5.2320.3400.300.0000	\$457.25
				Check #: 0		
					PO/InvoiceTotal:	\$1,567.25
					Vendor Total:	\$1,567.25
Lumquest LLC						
Check Group:						
LED lights for MS gym (8)		1 0		1081 2/3/2016	20.5.2540.4000.300.0000	\$2,140.00
				Check #: 0		
					PO/InvoiceTotal:	\$2,140.00
					Vendor Total:	\$2,140.00
Mailfinance						
Check Group:						

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1190

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Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Jan 5 16-Apr 4 16		1	0	N5815469 3/3/2016	20.5.2540.5501.200.0000	\$489.00
					Check #: 0	
						PO/InvoiceTotal: \$489.00
						Vendor Total: \$489.00
Merchant, Dana						
Check Group:						
Toner		1	0	V479543 3/7/2016	10.5.2225.4000.100.0000	\$19.99
Cork board		1	0	V479543 3/7/2016	10.5.1650.4000.200.0000	\$34.41
Gifted assessment supplies		1	0	V479543 3/7/2016	10.5.2410.4000.200.0000	\$188.37
					Check #: 0	
						PO/InvoiceTotal: \$242.77
						Vendor Total: \$242.77
Musician'S Friend						
Check Group:						
Ultimate Acoustics 24" Acoustic Panel - Wedge (UA-WPW-24)		2	160361	ARINV30008100 2/4/2016	10.5.1500.4031.200.0000	\$99.98
American DJ Gaffers Tape Black 4 in.		1	160361	ARINV30008100 2/4/2016	10.5.1500.4031.200.0000	\$29.99
					Check #: 0	
						PO/InvoiceTotal: \$129.97
Check Group:						
Green Musician's Gear Braided Instrument Cable 1/4"		2	160404	ARINV30301032 2/24/2016	10.5.1002.4016.200.0000	\$13.98
Musician's Gear Braided Instrument Cable 1/4" Red 10 ft.		2	160404	ARINV30301032 2/24/2016	10.5.1002.4016.200.0000	\$13.98
					Check #: 0	

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1190

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Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$27.96</u>
						Vendor Total: <u>\$157.93</u>
NASCO						
Check Group:						
Spectrophotometer		2	160384	852086 3/1/2016	10.5.1002.5501.200.0000	\$1,700.42
						Check #: 0
						PO/InvoiceTotal: <u>\$1,700.42</u>
Check Group:						
Pipettes		3	160385	836954 2/17/2016	10.5.1002.4012.200.0000	\$10.47
13 x 100 mm Glass Test Tubes		6	160385	836954 2/17/2016	10.5.1002.4012.200.0000	\$37.50
20 x 150 mm Glass Test Tubes		6	160385	836954 2/17/2016	10.5.1002.4012.200.0000	\$68.58
Cylinder and Bottle Brush		12	160385	836954 2/17/2016	10.5.1002.4012.200.0000	\$18.84
12" Clearview Ruler		30	160385	836954 2/17/2016	10.5.1002.4012.200.0000	\$11.10
Conductometer		1	160385	836954 2/17/2016	10.5.1002.4012.200.0000	\$12.71
Miniature Lamps 2 1/2V		2	160385	836954 2/17/2016	10.5.1002.4012.200.0000	\$6.88
DC Generator		2	160385	836954 2/17/2016	10.5.1002.4012.200.0000	\$26.60
Water Pollution Kit		1	160385	836954 2/17/2016	10.5.1002.4012.200.0000	\$163.63
Wood Splints		3	160385	836954 2/17/2016	10.5.1002.4012.200.0000	\$13.14

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1190

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
White Sand		1	160385	836954 2/17/2016	10.5.1002.4012.200.0000	\$3.23
Hydrochloric Acid - 500 ml Sol.,		6	160385	836954 2/17/2016	10.5.1002.4012.200.0000	\$25.02
Sodium Hydroxide - 1 liter		2	160385	836954 2/17/2016	10.5.1002.4012.200.0000	\$6.72
Zinc - 2kg, Mossy		1	160385	836954 2/17/2016	10.5.1002.4012.200.0000	\$35.91
Adenna Disposble Gloves		2	160385	836954 2/17/2016	10.5.1002.4012.200.0000	\$16.80
Student Insect Net		3	160385	836954 2/17/2016	10.5.1002.4012.200.0000	\$17.22
Transfer Pipettes - 3 ml Pk of 500		1	160385	836954 2/17/2016	10.5.1002.4012.200.0000	\$21.04
Test Tube Brushes		1	160385	844869 2/24/2016	10.5.1002.4012.200.0000	\$6.50
Infrared Thermometer		1	160385	844869 2/24/2016	10.5.1002.4012.200.0000	\$42.46
Filter Paper - 90 mm		2	160385	844869 2/24/2016	10.5.1002.4012.200.0000	\$14.80

Check #: 0

PO/InvoiceTotal: \$559.15

Vendor Total: \$2,259.57

Neopost Usa Inc

Check Group:

Ink for District postage machine	1	160429	V7636 3/9/2016	20.5.2540.5501.200.0000	\$166.99
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Check #: 0

PO/InvoiceTotal: \$166.99

Vendor Total: \$166.99

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1190

03/10/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Nextera Energy Services						
Check Group:						
Dec 9-Jan 12 electric chg		1 0		02092016 2/10/2016	20.5.2540.4660.200.0000	\$7,087.47
Dec 9-Jan 13 electric chg		1 0		02092016 2/10/2016	20.5.2540.4660.100.0000	\$4,636.52
Check #: 0						
PO/InvoiceTotal:						\$11,723.99
Vendor Total:						\$11,723.99
Nicor Gas						
Check Group:						
Jan distribution chg		1 0		V257296 2/3/2016	20.5.2540.4650.200.0000	\$1,096.69
Jan distribution chg		1 0		V823108 2/3/2016	20.5.2540.4650.100.0000	\$657.96
Check #: 0						
PO/InvoiceTotal:						\$1,754.65
Vendor Total:						\$1,754.65
Omni Group						
Check Group:						
Feb participant fee		1 0		1603-7231 3/1/2016	10.5.2520.3100.300.0000	\$9.00
Check #: 0						
PO/InvoiceTotal:						\$9.00
Vendor Total:						\$9.00
Precision Control Systems						
Check Group:						
Srv air vents		1 0		1611029 2/10/2016	20.5.2540.3200.100.0000	\$786.50

Pleasantdale School District 107

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Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Material chg		1	0	1611029 2/10/2016	20.5.2540.4000.300.0000	\$356.64
Srv main office and admin bldg units		1	0	1611030 2/10/2016	20.5.2540.3200.200.0000	\$302.50
Srv clogged hot water return		1	0	1611238 2/24/2016	20.5.2540.3200.100.0000	\$605.00
Srv clogged pumps		1	0	1611239 2/24/2016	20.5.2540.3200.200.0000	\$544.50
Check #: 0						
PO/InvoiceTotal:						\$2,595.14
Vendor Total:						\$2,595.14
R & M Specialties, Ltd.						
Check Group:						
Business Card Size "Tiger Stripes" per box of 1000		10	160358	62628 1/27/2016	10.5.2410.3600.200.0000	\$275.00
Check #: 0						
PO/InvoiceTotal:						\$275.00
Vendor Total:						\$275.00
Radon Detection Specialists Inc						
Check Group:						
Annual testing/ES		1	0	16008 2/11/2016	20.5.2540.3192.300.0000	\$1,485.00
Retest/ES		1	0	16014 2/26/2016	20.5.2540.3192.300.0000	\$825.00
Check #: 0						
PO/InvoiceTotal:						\$2,310.00
Vendor Total:						\$2,310.00
Read Naturally						
Check Group:						

Pleasantdale School District 107

Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Read Live 1 year subscription		30	160333	204747 2/9/2016	10.5.1205.4000.200.0000	\$599.10
Benchmark assessor live license		1	160333	204747 2/9/2016	10.5.1205.4000.200.0000	\$35.00
\$0.1 Pro-rated Adjustment Applied - Read Live 1 year subscription		1	160333	204747 2/9/2016	10.5.1205.4000.200.0000	\$0.09
\$0.1 Pro-rated Adjustment Applied - Benchmark assessor live license		1	160333	204747 2/9/2016	10.5.1205.4000.200.0000	\$0.01
\$-0.2 Pro-rated Adjustment Applied - Read Live 1 year subscription		1	160333	204747 2/9/2016	10.5.1205.4000.200.0000	(\$0.19)
\$-0.2 Pro-rated Adjustment Applied - Benchmark assessor live license		1	160333	204747 2/9/2016	10.5.1205.4000.200.0000	(\$0.01)

Check #: 0

PO/InvoiceTotal: \$634.00

Vendor Total: \$634.00

Really Good Stuff

Check Group:

classroom library rack 8 chapter book bins		1	160393	5457142 2/22/2016	10.5.1001.4017.100.0000	\$193.70
classroom library rack 6 picture book bins		1	160393	5457142 2/22/2016	10.5.1001.4017.100.0000	\$193.72

Check #: 0

PO/InvoiceTotal: \$387.42

Vendor Total: \$387.42

Reid, John M

Check Group:

Reimburse science materials		1	0	V673860 3/7/2016	10.5.1002.4012.200.0000	\$30.00
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Check #: 0

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1190

03/10/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$30.00</u>
						Vendor Total: <u>\$30.00</u>
RJB Properties, Inc						
Check Group:						
Interim custodian-Feb chgs		1 0		107-022016 2/29/2016	20.5.2540.1007.200.0000	\$2,480.00
						Check #: 0
						PO/InvoiceTotal: <u>\$2,480.00</u>
						Vendor Total: <u>\$2,480.00</u>
Rose Pest Solutions						
Check Group:						
Feb pest control		1 0		1740576 3/1/2016	20.5.2540.3293.200.0000	\$107.00
Feb pest control		1 0		1740576 3/1/2016	20.5.2540.3293.100.0000	\$99.00
						Check #: 0
						PO/InvoiceTotal: <u>\$206.00</u>
						Vendor Total: <u>\$206.00</u>
School District 107 Imprest Fund						
Check Group:						
5427 Curriculum work lunch		1 0		V848901 3/7/2016	10.5.2213.4000.300.0000	\$80.00
5428 PTA social/Barker/Dedhia		1 0		V848901 3/7/2016	10.5.2310.4900.300.0000	\$80.00
5429 Conf/Driscoll		1 0		V848901 3/7/2016	10.5.1002.3320.200.0000	\$40.00
5430 FedEx/Abatement		1 0		V848901 3/7/2016	10.5.2320.3400.300.0000	\$31.75
5431 Curriculum mtg lunch		1 0		V848901 3/7/2016	10.5.2213.4000.300.0000	\$115.40

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
5432 Vball official		1	0	V848901 3/7/2016	10.5.1500.3190.200.0000	\$64.00
5433 Vball official		1	0	V848901 3/7/2016	10.5.1500.3190.200.0000	\$64.00
5434 PTA social/Negron		1	0	V848901 3/7/2016	10.5.1500.3190.200.0000	\$40.00
5435 Interview committee lunch		1	0	V848901 3/7/2016	10.5.2213.4000.300.0000	\$150.80

Check #: 0

PO/InvoiceTotal: \$665.95

Vendor Total: \$665.95

School Specialty, Inc.

Check Group:

MARKER CRAYOLA BROAD LINE ORIGINAL CLASSPACK SET OF 256		1	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$73.24
COLORED PENCILS COLOR'PEPS ASSORTED SET OF 48		12	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$95.16
GLUE ELMER'S SCHOOL 4OZ		40	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$32.80
PENCIL TICONDEROGA #2.5 PACK OF 12		20	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$51.40
SHARPIE FIN BLK CANISTER 36/PK		2	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$50.70
MARKER SHARPIE ASSORTED ULTRA FINE SET OF 24		1	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$16.48
MARKER SHARPIE ASSORTED FINE SET OF 24		4	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$65.92
PAPER DRAWING 12X18 70# WHITE REAM		3	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$74.34

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Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
DO NOT USE - BOARD RAILROAD 4PLY BLACK 25-PK		3	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$17.85
CONST PPR 12X18 FESTIVE REDTRURAY 50 PER PACK		2	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$7.90
CONST PPR 12X18 FESTIVE GREEN TRURAY 50 PER PACK		2	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$7.90
CONST PPR 12X18 PUMPKIN TRURAY 50 PER PACK		2	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$7.90
CONST PPR 12X18 MAGENTA TRURAY 50 PER PACK		2	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$7.90
CONST PPR 12X18 BLACK TRURAY 50 PER PACK		5	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$19.75
CONST PPR 12X18 SALMON TRURAY 50 PER PACK		2	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$7.90
CONST PPR 12X18 TAN TRURAY 50 PER PACK		2	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$7.90
CONST PPR 12X18 BLUE TRURAY 50 PER PACK		2	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$7.90
CONST PPR 12X18 SHOCKING PINK TRURAY 50 PER PACK		2	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$7.90
CONST PPR 12X18 GRAY TRURAY 50 PER PACK		2	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$7.90
CONST PPR 12X18 LILAC TRURAY 50 PER PACK		2	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$7.90
CONST PPR 12X18 TURQUOISETRURAY 50 PER PACK		2	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$7.90
CONST PPR 12X18 YELLOW TRURAY 50 PER PACK		2	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$7.90
CONST PPR 12X18 DK BROWN TRURAY 50 PER PACK		2	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$7.90

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1190 03/10/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
GLUE STICK 1.27OZ PURPLE PACK OF 12 - SCHOOL SMART		7	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$96.53
POST-IT NOTE SPR STICKY RECYCLED LINED 4X6 BORA BORA PK OF 3		2	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$23.96
POST-IT NOTE SPR STICKY RECYCLED LINED 4X4 BORA BORA PK OF 6		2	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$34.36
SCISSORS CLSS PACK BLNT TIP 5IN ASST FSK95017197J SET OF 12		1	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$26.79
PAINT MARKER DO A DOT WASHABLE SHIMMER SET OF 5		1	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$12.50
PAINT MARKER DO A DOT WASHABLE BRILLIANT SET OF 6		1	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$12.50
CLAY AIR-DRY 5 LB BUCKET		1	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$9.64
CLAY AIR-DRY 5 LB BUCKET		1	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$9.64
PLAYDOH SET OF 4		2	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$5.70
DOUGH SUPER TOOLS 3 PACK ASSORTMENT FOR PLAY-DOH		1	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$7.20
GLUE ART PASTE 2 OZ - SCHOOL SMART		10	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$26.70
OIL PASTELS COLOR'PEPS ASSORTED SET OF 24		12	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$58.56
TAPE 3M VALUE MASKING TAPE 1.5 INCH X 60 YDS TAN		15	160090	308102297061 8/21/2015	10.5.1001.4002.100.0000	\$57.75

Check #: 0

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1190

03/10/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$982.17
Check Group:						
Elmers School Glue		5	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$50.20
Glue Sticks		5	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$66.95
Fluorescent Tempera Set		2	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$66.98
Patterned Paper		1	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$10.04
Construction Paper - Green		2	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$8.02
Construction Paper - Black		3	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$12.03
Railroad Board - Black		4	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$48.20
White Drawing Paper		2	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$49.56
Black Sharpies		1	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$8.23
Flair Point Pens		1	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$21.30
Hand Sharpeners		6	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$16.02
Binders		2	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$15.40
Scotch Tape		1	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$17.88
Paint Cups		2	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$11.38

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Voucher Detail Listing

Voucher Batch Number: 1190

03/10/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Lids		4	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$9.64
Acrylic Paints		1	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$33.49
Watercolor Classpack		1	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$96.47
Plaster Wrap		1	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$79.25
White Tempera		2	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$9.10
Turquoise Tempera		1	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$4.55
Violet Tempera		1	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$4.55
Orange Tempera		1	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$4.55
36 Gauge Foil		2	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$32.82
Double Weight Yarn		1	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$50.24
Cardboard Looms		8	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$42.80
Foil Origami Paper		2	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$7.50
Construction Paper - Sky Blue		2	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$8.02
ticonderoga pencils		10	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$27.40
construction paper - shocking pink		2	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$8.02

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Voucher Detail Listing

Voucher Batch Number: 1190

03/10/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
construction paper - pink		1	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$2.00
construction paper - red		2	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$8.02
paper doily hearts		1	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$4.68
paper doily hearts white		1	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$4.35
round doilies		1	160334	308102406635 2/12/2016	10.5.1001.4002.100.0000	\$4.01
Check #: 0						
						PO/InvoiceTotal: <u> </u> \$843.65
Check Group:						
pink erasers		1	160406	208115872624 2/19/2016	10.5.1002.4107.200.0000	\$2.14
Pilot Dr. Grip pen		1	160406	208115872624 2/19/2016	10.5.1002.4107.200.0000	\$7.97
Bic 4 color pen		1	160406	208115872624 2/19/2016	10.5.1002.4107.200.0000	\$6.69
Wite Out correction tape		1	160406	208115872624 2/19/2016	10.5.1002.4107.200.0000	\$11.52
Post-it labeling tape		1	160406	208115872624 2/19/2016	10.5.1002.4107.200.0000	\$2.67
Magnetic dry eraser		2	160406	208115872624 2/19/2016	10.5.1002.4107.200.0000	\$4.00
3M book tape		1	160406	208115872624 2/19/2016	10.5.1002.4107.200.0000	\$3.28
Post-it page markers		1	160406	208115872624 2/19/2016	10.5.1002.4107.200.0000	\$4.95
Magnet Hold Its		1	160406	208115872624 2/19/2016	10.5.1002.4107.200.0000	\$3.21

Pleasantdale School District 107

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Colored File folders		1	160406	208115872624 2/19/2016	10.5.1002.4107.200.0000	\$16.61
Astrobrights card stock		1	160406	208115872624 2/19/2016	10.5.1002.4107.200.0000	\$10.04
Name Badges		1	160406	208115872624 2/19/2016	10.5.1002.4107.200.0000	\$6.02
Stamp Stack		1	160406	208115872624 2/19/2016	10.5.1002.4107.200.0000	\$11.38
bookmarks		1	160406	208115872624 2/19/2016	10.5.1002.4107.200.0000	\$3.34
bookmarks		1	160406	208115872624 2/19/2016	10.5.1002.4107.200.0000	\$3.34
Check #: 0						
PO/InvoiceTotal:						\$97.16
Check Group:						
STEM dry erasers		1	160409	308102412202 2/24/2016	10.5.1002.4005.200.0000	\$4.68
STEM duct tape		4	160409	308102412202 2/24/2016	10.5.1002.4005.200.0000	\$21.16
STEMtwine		4	160409	308102412202 2/24/2016	10.5.1002.4005.200.0000	\$8.00
STEMcolored pencils		4	160409	308102412202 2/24/2016	10.5.1002.4005.200.0000	\$9.08
STEM storage box		4	160409	308102412202 2/24/2016	10.5.1002.4005.200.0000	\$11.44
STEM storage boxes		6	160409	308102412202 2/24/2016	10.5.1002.4005.200.0000	\$25.26
STEM vig rubber bands		3	160409	308102412202 2/24/2016	10.5.1002.4005.200.0000	\$5.40
Check #: 0						

Pleasantdale School District 107

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$85.02
						Vendor Total: \$2,008.00
Shane'S Office Supply						
Check Group:						
Paper Label Tape Cassettes		2	160225	281 10/20/2016	10.5.2410.4000.100.0000	\$15.98
Legal size copy paper		4	160225	281 10/20/2016	10.5.2410.4000.100.0000	\$29.96
						Check #: 0
						PO/InvoiceTotal: \$45.94
Check Group:						
intelliFAX-4100e Business-Class Laser Fax Machine, Copy/Fax/Print		1	160364	3246 2/4/2016	10.5.1001.7000.100.0000	\$239.98
						Check #: 0
						PO/InvoiceTotal: \$239.98
Check Group:						
Standard Chisel Point 210 Strip Count Staples, 5,000/Box		2	160415	3904 2/25/2016	10.5.1001.4109.100.0000	\$0.64
Tru-Ray Construction Paper, 76 lbs., 12 x 18, Festive Green, 50 Sheets/Pack		1	160415	3904 2/25/2016	10.5.1001.4109.100.0000	\$3.19
Tru-Ray Construction Paper, 76 lbs., 12 x 18, Yellow, 50 Sheets/Pack		1	160415	3904 2/25/2016	10.5.1001.4109.100.0000	\$2.81
Transparent Tape, 3/4" x 1000", 1" Core, Clear, 12/Pack		1	160415	3904 2/25/2016	10.5.1001.4109.100.0000	\$31.99
Standard Full Strip Desk Stapler, 15-Sheet Capacity, Black		3	160415	3904 2/25/2016	10.5.1001.4109.100.0000	\$15.57
Rubber Bands, Size 54, Assorted Length Sizes, 1lb Pack		2	160415	3904 2/25/2016	10.5.1001.4109.100.0000	\$9.98

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Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Top-Load Sheet Protector, Economy Gauge, Letter, Clear, 100/Box		1	160415	3904 2/25/2016	10.5.1001.4109.100.0000	\$15.99
Dispenser Pack Hole Reinforcements, 1/4" Dia, White, 200/Pack		1	160415	3904 2/25/2016	10.5.1001.4109.100.0000	\$1.49
Heavy-Duty Box Sealing Tape, 48mm x 50m, 3" Core, Clear		2	160415	3904 2/25/2016	10.5.1001.4109.100.0000	\$6.62
Chart Tablets w/Manuscript Cover, Ruled, 24 x 32, White, 25 Sheets		3	160415	3904 2/25/2016	10.5.1001.4109.100.0000	\$17.97
Sum Swamp Addition & Subtraction Game, Ages 4and Up		1	160415	3904 2/25/2016	10.5.1001.4109.100.0000	\$19.49
Washable Paint, Yellow, 1 gal		1	160415	3904 2/25/2016	10.5.1001.4109.100.0000	\$24.99
Washable Paint, Turquoise, 1 gal		1	160415	3904 2/25/2016	10.5.1001.4109.100.0000	\$24.99
Small Binder Clips, Steel Wire, 3/8" Capacity, 3/4" Wide, Black/Silver, Dozen		1	160415	3904 2/25/2016	10.5.1001.4109.100.0000	\$0.23
Tru-Ray Construction Paper, 76 lbs., 12 x 18, Yellow, 50 Sheets/Pack		1	160415	3904 2/25/2016	10.5.1001.4109.100.0000	\$2.81
Tru-Ray Construction Paper, 76 lbs., 12 x 18, White, 50 Sheets/Pack		1	160415	3904 2/25/2016	10.5.1001.4109.100.0000	\$2.25
Ruled Neon Glow Index Cards, 3 x 5, Assorted, 100/Pack		4	160415	3904 2/25/2016	10.5.1001.4109.100.0000	\$3.00
Unruled Index Cards, 3 x 5, White, 100/Pack		4	160415	3904 2/25/2016	10.5.1001.4109.100.0000	\$5.96

Check #: 0

PO/InvoiceTotal: \$189.97

Check Group:

Pleasantdale School District 107

Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Heavyweight File Folders, 1/3 Cut One-Ply Top Tab, Letter, Assorted, 50/Pack		1	160416	3866 2/24/2016	10.5.1001.4000.100.0000	\$13.99
Array Card Stock, 65 lb., Letter, Assorted Bright Colors, 100 Sheets/Pack		1	160416	3866 2/24/2016	10.5.1001.4000.100.0000	\$12.99
Super Stacker Pencil Box, Clear, 8 1/4 x 3 3/4 x 1 1/2		2	160416	3866 2/24/2016	10.5.1001.4000.100.0000	\$3.78
Dry Erase Starter Set, Chisel Tip, Assorted, 4/Set		1	160416	3866 2/24/2016	10.5.1001.4000.100.0000	\$8.99
Two-Pocket Portfolios w/Tang Fasteners, 11 x 8-1/2, Assorted, 25/Box		2	160416	3866 2/24/2016	10.5.1001.4000.100.0000	\$11.58
Pink Pearl Eraser, Large, 12/Box		1	160416	3866 2/24/2016	10.5.1001.4000.100.0000	\$7.78
Unruled Student Dry-Erase Board, Melamine, 12 x 9, White, 10/Set		1	160416	3866 2/24/2016	10.5.1001.4000.100.0000	\$35.99
Check #: 0						
						PO/InvoiceTotal: <u> </u> \$95.10
Check Group:						
7010 Compatible Calculator Ribbon, Black/Red		6	160430	4132 3/3/2016	10.5.2520.4000.300.0000	\$17.34
Clip Copyholder, Flat Panel Monitor Mount, Plastic, Holds 35 Sheets, Black/Clear		1	160430	4132 3/3/2016	10.5.2520.4000.300.0000	\$25.99
VISION ELITE Stick Roller Ball Pen, Purple Ink, Bold		4	160430	4132 3/3/2016	10.5.2520.4000.300.0000	\$9.16
Medium Binder Clips, Steel Wire, 5/8" Cap., 1-1/4" Wide, Black/Silver, 36/Pack		2	160430	4132 3/3/2016	10.5.2520.4000.300.0000	\$9.18
Original Recycled Note Pads, 1 1/2 x 2, Helsinki, 100/Pad, 12 Pads/Pack		1	160430	4132 3/3/2016	10.5.2520.4000.300.0000	\$8.99

Check #: 0

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Voucher Detail Listing

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Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$70.66</u>
						Vendor Total: <u>\$641.65</u>
Szymczak, Annette P						
Check Group:						
Reimburse for tuition		1 0		V134405 3/7/2016	10.5.2213.2300.300.0000	\$1,200.00
						Check #: 0
						PO/InvoiceTotal: <u>\$1,200.00</u>
						Vendor Total: <u>\$1,200.00</u>
Tara Kristoff						
Check Group:						
January 29, 16 NGSS Overview 1/2 day		1 0		V565307 2/29/2016	10.5.2213.3100.300.0000	\$400.00
						Check #: 0
						PO/InvoiceTotal: <u>\$400.00</u>
						Vendor Total: <u>\$400.00</u>
Trane						
Check Group:						
Materials to repair univent, belt for univent ES		1 0		11732731R1 2/8/2016	20.5.2540.4000.300.0000	\$332.88
Delay fuse for air handler		1 0		11732763R1 2/8/2016	20.5.2540.4000.300.0000	\$43.38
Motor, coupling for rm. 140 ES		1 0		11737980R1 2/10/2016	20.5.2540.4000.300.0000	\$74.00
Actuator, wasp killer, coil cleaner, toggle switch		1 0		11752571R1 2/22/2016	20.5.2540.4000.300.0000	\$429.46
						Check #: 0
						PO/InvoiceTotal: <u>\$879.72</u>
						Vendor Total: <u>\$879.72</u>

Pleasantdale School District 107

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Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Tumbleweed Press Inc						
Check Group:						
Subscription - Tumblebook - renewal		1	160396	71843 2/24/2016	10.5.2220.4400.100.0000	\$499.00
					Check #: 0	
					PO/InvoiceTotal:	\$499.00
					Vendor Total:	\$499.00
Washburn, Dianne H						
Check Group:						
Reimburse for art supplies		1	0	V710577 3/8/2016	10.5.1002.4002.200.0000	\$36.16
					Check #: 0	
					PO/InvoiceTotal:	\$36.16
					Vendor Total:	\$36.16
West 40 Intermediate Service Center #2						
Check Group:						
Fingerprinting/Dicosola		1	0	15-1294 2/15/2016	10.5.2320.3901.300.0000	\$55.00
					Check #: 0	
					PO/InvoiceTotal:	\$55.00
					Vendor Total:	\$55.00
Wex Bank						
Check Group:						
Gas for truck		1	0	44364217 3/6/2016	20.5.2540.4640.300.0000	\$28.61
					Check #: 0	
					PO/InvoiceTotal:	\$28.61
					Vendor Total:	\$28.61
Willow Springs Ace Hardware						
Check Group:						

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1190

03/10/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Sharpen blades(3)		1	0	69594 6/4/2015	20.5.2540.4000.300.0000	\$42.99
Joint cement, adhesive tape, oil		1	0	69937 2/29/2016	20.5.2540.4000.300.0000	\$19.46

Check #: 0

PO/InvoiceTotal:	<u>\$62.45</u>
Vendor Total:	<u>\$62.45</u>
Grand Total:	\$340,954.90

End of Report

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1167

02/10/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Educational Benefit Cooperative						
Check Group:						
Feb health insurance		1 0		V637033 2/9/2016	10.5.1001.2220.100.0000	\$8,313.77
Feb health insurance		1 0		V637033 2/9/2016	10.5.1002.2220.200.0000	\$13,135.34
Feb health insurance		1 0		V637033 2/9/2016	10.5.1125.2220.100.0000	\$382.67
Feb health insurance		1 0		V637033 2/9/2016	10.5.1205.2220.100.0000	\$6,800.67
Feb health insurance		1 0		V637033 2/9/2016	10.5.1205.2220.200.0000	\$2,372.68
Feb health insurance		1 0		V637033 2/9/2016	10.5.1205.2220.300.0000	\$2,005.27
Feb health insurance		1 0		V637033 2/9/2016	10.5.1210.2220.100.0000	\$765.34
Feb health insurance		1 0		V637033 2/9/2016	10.5.1650.2220.100.0000	\$570.67
Feb health insurance		1 0		V637033 2/9/2016	10.5.1650.2220.200.0000	\$382.67
Feb health insurance		1 0		V637033 2/9/2016	10.5.2110.2220.100.0000	\$794.58
Feb health insurance		1 0		V637033 2/9/2016	10.5.2110.2220.200.0000	\$382.67
Feb health insurance		1 0		V637033 2/9/2016	10.5.2130.2220.100.0000	\$794.58
Feb health insurance		1 0		V637033 2/9/2016	10.5.2130.2220.200.0000	\$1,055.00
Feb health insurance		1 0		V637033 2/9/2016	10.5.2210.2220.300.0000	\$2,005.27

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1167

02/10/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Feb health insurance		1	0	V637033 2/9/2016	10.5.2220.2220.100.0000	\$1,055.00
Feb health insurance		1	0	V637033 2/9/2016	10.5.2225.2220.100.0000	\$2,005.27
Feb health insurance		1	0	V637033 2/9/2016	10.5.2225.2220.200.0000	\$691.48
Feb health insurance		1	0	V637033 2/9/2016	10.5.2320.2220.300.0000	\$2,489.46
Feb health insurance		1	0	V637033 2/9/2016	10.5.2410.2220.100.0000	\$3,109.42
Feb health insurance		1	0	V637033 2/9/2016	10.5.2410.2220.200.0000	\$2,717.04
Feb health insurance		1	0	V637033 2/9/2016	10.5.2520.2220.300.0000	\$1,378.36
Feb health insurance		1	0	V637033 2/9/2016	20.5.2540.2220.100.0000	\$382.67
Feb health insurance		1	0	V637033 2/9/2016	20.5.2540.2220.200.0000	\$382.67
Feb health insurance		1	0	V637033 2/9/2016	20.5.2540.2220.300.0000	\$1,066.60
Feb health insurance		1	0	V637033 2/9/2016	40.5.2550.2220.300.0000	\$421.72
Feb life insurance		1	0	V637033 2/9/2016	10.5.1001.2210.100.0000	\$138.00
Feb life insurance		1	0	V637033 2/9/2016	10.5.1002.2210.200.0000	\$143.75
Feb life insurance		1	0	V637033 2/9/2016	10.5.1205.2210.300.0000	\$22.77
Feb life insurance		1	0	V637033 2/9/2016	10.5.1205.2210.100.0000	\$120.75

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1167

02/10/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Feb life insurance		1	0	V637033 2/9/2016	10.5.1205.2210.200.0000	\$51.75
Feb life insurance		1	0	V637033 2/9/2016	10.5.1210.2210.100.0000	\$11.50
Feb life insurance		1	0	V637033 2/9/2016	10.5.1125.2210.100.0000	\$5.75
Feb life insurance		1	0	V637033 2/9/2016	10.5.1650.2210.100.0000	\$5.75
Feb life insurance		1	0	V637033 2/9/2016	10.5.1650.2210.200.0000	\$5.75
Feb life insurance		1	0	V637033 2/9/2016	10.5.2110.2210.100.0000	\$5.75
Feb life insurance		1	0	V637033 2/9/2016	10.5.2110.2210.200.0000	\$5.75
Feb life insurance		1	0	V637033 2/9/2016	10.5.2130.2210.100.0000	\$5.75
Feb life insurance		1	0	V637033 2/9/2016	10.5.2130.2210.200.0000	\$5.75
Feb life insurance		1	0	V637033 2/9/2016	10.5.2210.2210.300.0000	\$22.54
Feb life insurance		1	0	V637033 2/9/2016	10.5.2220.2210.100.0000	\$5.75
Feb life insurance		1	0	V637033 2/9/2016	10.5.2220.2210.200.0000	\$5.75
Feb life insurance		1	0	V637033 2/9/2016	10.5.2225.2210.100.0000	\$5.75
Feb life insurance		1	0	V637033 2/9/2016	10.5.2225.2210.200.0000	\$5.75
Feb life insurance		1	0	V637033 2/9/2016	10.5.2320.2210.300.0000	\$46.00

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1167

02/10/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Feb life insurance		1	0	V637033 2/9/2016	10.5.2410.2210.100.0000	\$45.66
Feb life insurance		1	0	V637033 2/9/2016	10.5.2410.2210.200.0000	\$45.20
Feb life insurance		1	0	V637033 2/9/2016	20.5.2540.2210.100.0000	\$5.75
Feb life insurance		1	0	V637033 2/9/2016	20.5.2540.2210.200.0000	\$17.25
Feb life insurance		1	0	V637033 2/9/2016	10.5.2520.2210.300.0000	\$27.60
Feb life insurance		1	0	V637033 2/9/2016	40.5.2550.2210.300.0000	\$6.90
EE paid health insurance		1	0	V637033 2/9/2016	10.2.0481.0000.000.9943	\$27,685.11

Check #: 0

PO/InvoiceTotal: \$83,914.65

Vendor Total: \$83,914.65

Guardian - Appleton

Check Group:

Feb dental insurance		1	0	V253351 1/20/2016	10.5.1001.2230.100.0000	\$3,367.59
Feb dental insurance		1	0	V253351 1/20/2016	10.5.1002.2230.200.0000	\$3,314.85
Cobra dental		1	0	V253351 1/20/2016	10.2.0481.0000.000.9945	\$82.92
Cobra vision		1	0	V253351 1/20/2016	10.2.0481.0000.000.9947	\$15.51

Check #: 0

PO/InvoiceTotal: \$6,780.87

Vendor Total: \$6,780.87

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1167

02/10/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Village of Willow Springs						
Check Group:						
Jan 1-Feb 29'16 sewer chg		1 0		V712303 2/29/2016	20.5.2540.3700.100.0000	\$206.18
Check #: 0						
PO/InvoiceTotal:						<u>\$206.18</u>
Vendor Total:						<u>\$206.18</u>
Grand Total:						\$90,901.70

End of Report

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1169

02/18/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BMO Mastercard-Mastercard Corp Client Pa						
Check Group:						
Constant Contact monthly fee		1 0		V241207 2/16/2016	10.5.2320.4400.300.0000	\$60.00
Barone's pizza/Refresh for Google parent night		1 0		V241207 2/16/2016	10.5.2213.4000.300.0000	\$54.65
ICE conf/Steinmetz		1 0		V241207 2/16/2016	10.5.1002.3320.200.0000	\$250.00
PESI conf/Castaldo		1 0		V241207 2/16/2016	10.5.1002.3320.200.0000	\$99.99
Rackspace monthly fee		1 0		V241207 2/16/2016	10.5.2310.6400.300.0000	\$65.00
ICE conf/Chang		1 0		V241207 2/16/2016	10.5.2520.3320.300.0000	\$190.00
Sam's/misc supplies		1 0		V286596 2/16/2016	10.5.1002.4000.200.0000	\$118.36
Home Depot/plumbing supplies		1 0		V855739 2/16/2016	20.5.2540.4000.300.0000	\$62.94
Home Depot/conduit/multi bit screwdriver		1 0		V855739 2/16/2016	20.5.2540.4000.300.0000	\$48.62
					Check #: 0	
						PO/InvoiceTotal: \$949.56
Check Group:						
Big Step-by-Step Choice with Levels		1	160316	V314139 2/16/2016	10.5.1205.4000.100.0000	\$207.90
Buddy Button		1	160316	V314139 2/16/2016	10.5.1205.4000.100.0000	\$64.90
Spring Clamp Kit with Disc		1	160316	V314139 2/16/2016	10.5.1205.4000.100.0000	\$46.16
					Check #: 0	

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1169

02/18/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$318.96
Check Group:						
Educational Insights Fluorescent light filters set of 4 blue		8	160322	V719470 2/16/2016	10.5.1001.4102.100.0000	\$199.60
						Check #: 0
						PO/InvoiceTotal: \$199.60
Check Group:						
HMH order#0009055577 for Collections Performance Assessment Student Edition Grade 6		5	160324	V407639 2/16/2016	10.5.1002.4010.200.0000	\$89.75
						Check #: 0
						PO/InvoiceTotal: \$89.75
Check Group:						
PICK-UP ORDER AT HOME DEPOT for 36"X18"X72" steel heavy duty 5- shelf unit		4	160329	V34297 2/16/2016	10.5.2410.4000.200.0000	\$319.88
						Check #: 0
						PO/InvoiceTotal: \$319.88
Check Group:						
Online order #675671208 with Oriental Trading. Smile Face Heart Shaped Stress Balls (per dozen) - Free Shipping on Order		1	160331	V822829 2/16/2016	10.5.1500.4032.200.0000	\$14.50
Mega Sayings Bracelet Assortment (100 pieces per box)		1	160331	V822829 2/16/2016	10.5.1500.4032.200.0000	\$17.78
Sticky Beastie Friends Forever Wall Climbers (per dozen)		1	160331	V822829 2/16/2016	10.5.1500.4032.200.0000	\$5.28
Smile Face Heart Roll of Stickers		1	160331	V822829 2/16/2016	10.5.1500.4032.200.0000	\$2.55
800 Mini Stickers (8 sheets per pack)		1	160331	V822829 2/16/2016	10.5.1500.4032.200.0000	\$3.35

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1169

02/18/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Smile Face Finger Puppets (72 pieces per box)		1	160331	V822829 2/16/2016	10.5.1500.4032.200.0000	\$12.99
Kindness coins (144 pieces per box)		1	160331	V822829 2/16/2016	10.5.1500.4032.200.0000	\$5.25
Check #: 0						
PO/InvoiceTotal:						<u>\$61.70</u>
Check Group:						
Amazon Order #105-6637372-5093060 LA books - The Boy on the Wooden Box		5	160336	V462522 2/16/2016	10.5.1002.4010.200.0000	\$29.95
The Boy in the Striped Pajamas - Free Shipping		3	160336	V462522 2/16/2016	10.5.1002.4010.200.0000	\$17.70
Check #: 0						
PO/InvoiceTotal:						<u>\$47.65</u>
Check Group:						
Half Witch Mask for Adults		1	160341	V983395 2/16/2016	10.5.1500.4031.200.0000	\$11.00
Half Wolf Mask for Adults		1	160341	V983395 2/16/2016	10.5.1500.4031.200.0000	\$10.99
Check #: 0						
PO/InvoiceTotal:						<u>\$21.99</u>
Check Group:						
HP 24 in roll		1	160345	V983210 2/16/2016	10.5.2225.4000.100.0000	\$19.96
APC 1500 batteries & tray		1	160345	V983210 2/16/2016	10.5.2225.4000.100.0000	\$229.99
APC 750 batteries		1	160345	V983210 2/16/2016	10.5.2225.4000.100.0000	\$37.99
HP OfficeJet 6600 ink		1	160345	V983210 2/16/2016	10.5.2225.4000.100.0000	\$34.89

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1169

02/18/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Epson EMP-82 lamp		1	160345	V983210 2/16/2016	10.5.2225.4000.100.0000	\$91.50
Epson PowerLite 83+ lamp		2	160345	V983210 2/16/2016	10.5.2225.4000.100.0000	\$200.66
HP 11 printheads		1	160345	V983210 2/16/2016	10.5.2225.4000.100.0000	\$42.99
HP 4520 battery		2	160345	V983210 2/16/2016	10.5.2225.4000.100.0000	\$41.58
Check #: 0						
PO/InvoiceTotal:						\$699.56
Check Group:						
BROWN Soundproof Curtain Cotton Effect Chocolate MC610		1	160346	V774111 2/16/2016	10.5.1500.4031.200.0000	\$87.99
Check #: 0						
PO/InvoiceTotal:						\$87.99
Check Group:						
Womens Rapunzel Wig		1	160347	V488358 2/16/2016	10.5.1500.4031.200.0000	\$21.98
Check #: 0						
PO/InvoiceTotal:						\$21.98
Check Group:						
Theme from "New York, N.Y." - Piano/Vocal		1	160353	V763498 2/16/2016	10.5.1001.4016.100.0000	\$5.50
We Didn't Start the Fire - Piano/Vocal		1	160353	V763498 2/16/2016	10.5.1001.4016.100.0000	\$6.25
Movin' out - Piano/Vocal		1	160353	V763498 2/16/2016	10.5.1001.4016.100.0000	\$5.50
It's Still Rock and Roll To Me - Piano/Vocal		1	160353	V763498 2/16/2016	10.5.1001.4016.100.0000	\$5.75

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1169

02/18/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Piano Man - Piano/Vocal		1	160353	V763498 2/16/2016	10.5.1001.4016.100.0000	\$6.50
New York City Rhythm - Piano/Vocal		1	160353	V763498 2/16/2016	10.5.1001.4016.100.0000	\$5.50
I Write the Songs - Piano/Vocal		1	160353	V763498 2/16/2016	10.5.1001.4016.100.0000	\$5.50
Jump Shout Boogie - Piano/Vocal		1	160353	V763498 2/16/2016	10.5.1001.4016.100.0000	\$5.75
Bandstand Boogie - Piano/Vocal		1	160353	V763498 2/16/2016	10.5.1001.4016.100.0000	\$5.99
Musicnotes.com Digital Discount Club Membership		1	160353	V763498 2/16/2016	10.5.1001.4016.100.0000	\$7.99
Discount		1	160353	V763498 2/16/2016	10.5.1001.4016.100.0000	(\$5.20)
Check #: 0						
						PO/InvoiceTotal: <u>\$55.03</u>
Check Group:						
online order with Amazon #105-3263879-2206601 for the novel Fever 1793 for Natalie Castaneda		18	160360	V16532 2/16/2016	10.5.1002.4010.200.0000	\$80.82
Check #: 0						
						PO/InvoiceTotal: <u>\$80.82</u>
Check Group:						
light filters/amazon order		2	160362	V749253 2/16/2016	10.5.1001.4017.100.0000	\$49.90
Check #: 0						
						PO/InvoiceTotal: <u>\$49.90</u>
						Vendor Total: <u>\$3,004.37</u>

Comcast

Check Group:

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1169 02/18/2016

Fiscal Year: 2015-2016

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Feb dedicated internet		1	0	40659952 2/1/2016	20.5.2540.3400.100.0000	\$1,725.02
Feb dedicated internet		1	0	40659952 2/1/2016	20.5.2540.3400.200.0000	\$1,725.01

Check #: 0

PO/InvoiceTotal:	\$3,450.03
Vendor Total:	\$3,450.03
Grand Total:	\$6,454.40

End of Report

February 2016 Revenue and Expenses

REVENUES	Budget	February 2016	YTD	% Realized
Education	\$ 10,211,421	\$ 1,420,527	\$ 6,374,016	62.4%
Oper & Maint	\$ 1,631,635	\$ 235,890	\$ 1,034,241	63.4%
Bond/Int	\$ 2,250	\$ 190,123	\$ 191,006	8489.1%
Trans	\$ 992,993	\$ 154,900	\$ 618,437	62.3%
IMRF	\$ 322,064	\$ 40,521	\$ 239,995	74.5%
Site/Construction	\$ -	\$ -	\$ -	-
Working Cash	\$ 3,200	\$ -	\$ 1,269	39.7%
Tort	\$ 82,827	\$ 12,552	\$ 51,430	62.1%
Life Safety	\$ 3,600	\$ -	\$ 1,425	39.6%
Total	\$ 13,249,990	\$ 2,054,513	\$ 8,511,820	64.2%

EXPENSES	Budget	February 2016	YTD	% Used
Education	\$ 10,316,963	\$ 974,564	\$ 5,850,689	56.7%
Oper & Maint	\$ 1,135,372	\$ 72,738	\$ 707,642	62.3%
Bond/Int	\$ 1,755,153	\$ -	\$ 1,628,919	92.8%
Trans	\$ 753,015	\$ 62,365	\$ 359,300	47.7%
IMRF	\$ 337,746	\$ 33,475	\$ 185,265	54.9%
Site/Construction	\$ -	\$ -	\$ -	-
Working Cash	\$ -	\$ -	\$ -	-
Tort	\$ 78,609	\$ -	\$ 78,609	100.0%
Life Safety	\$ 17,650	\$ 1,699	\$ 5,886	33.3%
Total	\$ 14,394,508	\$ 1,144,841	\$ 8,816,310	61.2%

School District Organization

School District Philosophy

The School District, in an active partnership with parents and community, will promote excellence in a caring environment in which all students learn and grow. This partnership shall empower all students to develop a strong self-esteem and to become responsible learners and decision-makers. The School District is committed to developing and using a visionary and innovative curriculum, a knowledgeable and dedicated staff, and sound fiscal and management practices.

ADOPTED:

Governance and Planning

Strategic Planning

Under the leadership of the Superintendent, the District will adopt and use a framework for ongoing strategic planning that includes the following components:

1. Input from a broad spectrum of stakeholders including parents, other members of the Pleasantdale community, Board of Education, District Administration and staff, and students.
2. Annual review of progress toward Strategic Objectives, revision of Plan components as necessary, and Board of Education reaffirmation of the Strategic Plan as a whole.
3. Explicit linkage with fiscal and policy planning initiatives.
4. Regular reporting to the community regarding progress toward strategic objectives.

ADOPTED: March 17, 2004

REVISED:

**INTERGOVERNMENTAL COOPERATION AGREEMENT
BETWEEN PLEASANTDALE SCHOOL DISTRICT 107 AND
PLEASANT DALE PARK DISTRICT FOR THE OPERATION OF
A BEFORE AND AFTER SCHOOL PROGRAM**

This agreement is made and entered into on the date(s) hereinafter set forth by and between the BOARD OF EDUCATION of PLEASANTDALE SCHOOL DISTRICT 107, (“DISTRICT 107”), and the BOARD OF COMMISSIONERS of PLEASANT DALE PARK DISTRICT, (“PARK DISTRICT”), sometimes collectively referred to for convenience as the “Parties.”

WITNESSETH:

WHEREAS, Article VII, Section 10 of the 1970 Constitution of the State of Illinois, authorizes units of local government, such as school boards, park districts, and municipalities to contract or otherwise associate among themselves in any manner not prohibited by law or by ordinance; and

WHEREAS, Section 3 of the *Intergovernmental Cooperation Act* (5 ILCS 220/3) provides that any powers, privileges, or authority exercised or which may be exercised by a unit of local government may be exercised and enjoyed jointly with any other unit of local government where not prohibited by law; and

WHEREAS, Section 5/10-22.11 of the *Illinois School Code* empowers boards of education to lease or allow the use of school property for appropriate purposes, when such property is not required for its main educational programs; and

WHEREAS, PARK DISTRICT has asked to operate a before and after school program in DISTRICT 107’s facilities during DISTRICT 107’s 2016-17 regular school session; and

WHEREAS, it is the intent of the Parties that DISTRICT 107’s resident students be able to participate in the before and after school program to be operated by PARK DISTRICT in DISTRICT 107 facilities, and the Parties wish to provide for the terms and conditions thereof in this Agreement.

NOW, THEREFORE, in consideration of the promises and conditions set forth herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby expressly acknowledged, it is hereby understood and agreed by and between DISTRICT 107 and PARK DISTRICT as follows:

1. **BEFORE AND AFTER SCHOOL PROGRAM AND SERVICES.** PARK DISTRICT agrees to operate a before and after school program (hereinafter “Program”) for students who reside in DISTRICT 107 and are enrolled in DISTRICT 107 schools in pre-kindergarten through Grade 8. The Program shall be offered at Pleasantdale Elementary School owned by DISTRICT 107 and located at 8100 School Street, La Grange, Illinois. The Program shall correspond with District 107’s 2016-17 regular school attendance schedule and school calendar. In general, the Program shall operate between the hours of 6:15 a.m. and start of school and end of school day and 6:00 p.m.; however, additional or revised hours of operation may occur to conform to DISTRICT 107’s schedule.

The Program shall be operated for the benefit of DISTRICT 107 students only. The Program shall be operated in the All Purpose Room of Pleasantdale Elementary School. DISTRICT 107 shall also provide PARK DISTRICT with access to a locked storage closet for the storage of its Program equipment and supplies.

2. **TERM.** The term of this Agreement shall commence upon the commencement of District 107's regular school session and shall terminate after the full provision of the Program services has been completed, which shall occur no later than the conclusion of District 107's 2016-17 regular school session.
3. **RIGHT TO TERMINATE.** Upon 30 days' prior written notice, DISTRICT 107 shall have the right to terminate this Agreement. In such event, PARK DISTRICT shall have 30 days to move this program to a Park District site.
4. **PAYMENT.** Payment for the Program shall be made directly to PARK DISTRICT by students of the Program and their parent(s)/guardian(s) individually.
5. **EMPLOYMENT OF PERSONNEL.** PARK DISTRICT shall bear sole responsibility for the provision and employment of, and payment to, all properly trained, adult personnel who will operate, supervise, and provide the services offered to DISTRICT 107 students during the Program. PARK DISTRICT shall bear sole responsibility for federal and state tax and FICA withholdings, deductions for and payment to applicable pension programs and for all workers' compensation insurance and liabilities related to the employment of personnel who provide services in the Program.
6. **EMPLOYEE CRIMINAL BACKGROUND CHECKS.** In accordance with Section 10-21.9 of the *School Code*, PARK DISTRICT will provide, at PARK DISTRICT's expense, criminal background checks for any of its employees that will have direct, daily contact with the students enrolled in the Program. The criminal background check must have been completed within one year prior to the effective date of this Agreement. PARK DISTRICT shall provide the criminal background reports to DISTRICT 107's Superintendent of Schools and the Superintendent agrees to keep all information obtained strictly confidential.
7. **PROHIBITION AGAINST ALOCOHOL/DRUG USE.** No employee of PARK DISTRICT shall use alcohol or drugs or permit any students to use alcohol or drugs during the operation of the Program.
8. **COMPLIANCE WITH DISTRICT 107's POLICIES, RULES, AND REGULATIONS - USE OF SCHOOL FACILITIES.** PARK DISTRICT and all PARK DISTRICT employees who participate, supervise or are otherwise engaged in the operation of the Program shall, during the operation of the Program, comply with DISTRICT 107's policies, rules, and regulations regarding the use of DISTRICT 107's facilities for the operation of the Program. The failure of PARK DISTRICT and all PARK DISTRICT employees to comply with

DISTRICT 107's policies, rules, and regulations shall be considered a material breach of this Agreement and will constitute cause for termination of this Agreement. PARK DISTRICT shall be solely responsible for applicable HVAC utility charges assessed by DISTRICT 107 for the use of DISTRICT 107's facilities for the operation of the Program, and shall be solely responsible for any indemnification or hold harmless required of PARK DISTRICT by DISTRICT 107 in order to utilize DISTRICT 107's facilities.

9. **COMPLIANCE WITH LAW.** PARK DISTRICT and all PARK DISTRICT employees who participate, supervise or are otherwise engaged in the operation of the Program shall comply with all applicable laws and regulations, including, but not limited to, federal, state and local laws and ordinances.
10. **STUDENT BEHAVIOR.** PARK DISTRICT agrees to enforce appropriate student discipline during the Program.
11. **INDEMNIFICATION OF DISTRICT 107.** PARK DISTRICT agrees to hold harmless, indemnify and defend DISTRICT 107, its board of education, its members, employees, agents, representatives, volunteers, and successors, either jointly or severally, from and against any and all liability claims, demands, or causes of action, costs or expenses, including, but not limited to reasonable attorneys' fees and court costs, attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property and resulting from or arising out of or in connection with the operation of the Program. PARK DISTRICT's obligations under this Section shall remain in full force and effect after termination of this Agreement.
12. **INSURANCE.** PARK DISTRICT shall maintain during the term of this Agreement, for the protection of PARK DISTRICT and DISTRICT 107, liability insurance in the amount of two million dollars (\$2,000,000.00) covering claims arising from the operation of the Program, including, but not limited to, liability coverage for the indemnification obligation under Section 11 of this Agreement. A copy of PARK DISTRICT's certificate of liability insurance evidencing its liability insurance policies and coverages, in a form satisfactory to DISTRICT 107, will be provided to DISTRICT 107 within five (5) days of its execution of this Agreement and shall be appended to this Agreement as Exhibit A and incorporated by reference herein.
13. **ENTIRE AGREEMENT.** This Agreement contains all the terms and conditions and promises of the Parties hereto. No modification or waiver of any provision of this Agreement shall be valid or binding unless in writing and signed by both Parties.
14. **AUTHORITY.** Each of the Parties represents and warrants to the other Party that it has the right, power, and legal authority to enter into and fully perform the Agreement in accordance with its terms and that this Agreement, when executed and delivered by the Parties, will be a legal, valid, and binding obligation enforceable against the Parties in accordance with its terms.

15. **NON-WAIVER OF TERMS.** All rights, powers, and privileges conferred hereunder upon the Parties shall be cumulative and not restrictive of those given by law. No failure of either Party to exercise any power given hereunder, and no custom or practice of the Parties at variance with the terms hereof, shall constitute a waiver of the right of either Party to demand exact compliance with the terms of this Agreement.
16. **NO ASSIGNMENT.** This Agreement and any rights herein granted are personal to the Parties hereto and shall not be assigned, encumbered, or otherwise transferred by PARK DISTRICT without the prior written consent of DISTRICT 107. Any attempt at assignment in violation of this Agreement, encumbrance, or other transfer, whether voluntary or by operation of law, shall be void and of no force and effect.
17. **GOVERNING LAW.** This Agreement shall be governed and construed and the legal relations shall be determined in accordance with the laws of the State of Illinois.
18. **BINDING EFFECT.** Subject to the provision of this Agreement governing assignment, the Agreement shall be binding upon and inure to the benefit of the successors of the Parties hereto.
19. **NOTICES.** Notice by either Party is deemed given when mailed, postage prepaid, certified, return receipt requested, addressed to the other Party at the address appearing below:

To the Board of Education and/or Superintendent:

Board of Education
Pleasantdale School District 107
7450 S. Wolf Road
Burr Ridge, IL 60527

To the Board of Commissioners and/or Executive Director:

Board of Commissioners
Pleasant Dale Park District
7425 S. Wolf Road
Burr Ridge, IL 60527

Either Party may, by written notice to the other, change the address to which any such communications shall be sent. After notice of such change has been received, any communications shall be sent directly to such Party at such changed address.

20. **HEADINGS.** The Agreement heading and all paragraph headings are for quick reference and convenience only and do not alter, amend, explain, or otherwise affect the terms and conditions appearing in this Agreement.

- 21. **SEVERABILITY**. If any provision(s) of this Agreement shall be held invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions shall not, in any way, be affected or impaired thereby.
- 22. **EFFECTIVE DATE**. This Agreement shall become effective upon approval by PARK DISTRICT and DISTRICT 107 and execution by both Parties.
- 23. **RENEWAL OR EXTENSION**. This Agreement may be renewed or extended upon the mutual agreement of both Parties upon the same terms set forth above or upon such different terms that the Parties may agree upon.

IN WITNESS WHEREOF, DISTRICT 107 and PARK DISTRICT have executed this Agreement on the date(s) set forth below.

BOARD OF COMMISSIONERS OF
 PLEASANT DALE PARK DISTRICT
 Cook County, Illinois

BOARD OF EDUCATION OF
 PLEASANTDALE SCHOOL
 DISTRICT 107, Cook County, Illinois

By: _____

By: _____
 President

Date: _____

Attest: _____
 Secretary

Date: _____

CERTIFICATE OF COVERAGE

Name and Address of Agency

Park District Risk Management Agency
 2033 Burlington Avenue
 Lisle, Illinois 60532-1646
 630-769-0332

Name and Address of Member

Pleasant Dale Park District
 7425 S. Wolf Rd.
 Burr Ridge, IL 60527

SCOPE OF COVERAGE

The Park District Risk Management Agency (PDRMA) is an intergovernmental self-insurance and risk management pool established under the constitution and the statutes of the State of Illinois to provide coverage for its members against certain claims and losses. Each member of PDRMA is entitled to the scope and amounts of coverage set forth below. In addition, PDRMA may extend the same scope of coverage to non-members. However, any coverage extended to a non-member is subject to all of the terms, conditions, exclusions, and amendments that are applicable to the members.

The above named entity is a member in good standing of the Park District Risk Management Agency. The scope of coverage provided by the agency may, however, be revised at any time by the actions of PDRMA's governing body. As of the date this certificate is issued, the information set out below accurately reflects the scope of coverage established for the current coverage year.

Scope of Coverage	Coverage Document	Coverage Dates	Limits Each Occurrence	In millions (000,000)
General Liability * Commercial general liability * Occurrence * Liquor liability	L010115	01/01/2016 - 12/31/2016	Bodily Injury and Property Damage combined	\$1,000,000
			Personal Injury	\$1,000,000
Automobile Liability * any auto	L010115	01/01/2016 - 12/31/2016	Bodily Injury and Property Damage combined	\$1,000,000
Workers' Compensation	WC010115	01/01/2016 - 12/31/2016		Statutory
Employer's Liability	WC010115	01/01/2016 - 12/31/2016		\$3,000,000
Property	P0700115	01/01/2016 - 12/31/2016		
Other		01/01/2016 - 12/31/2016		

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

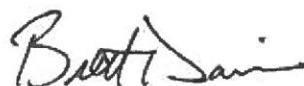
Pleasant Dale School District #107 is/are additionally insured for use of facilities.

Coverage is for general liability with respect to the operations of the Pleasant Dale Park District. Additional insured coverage shall not apply to any liability resulting from the certificate holder's own negligence or the negligence of its servants agents or employees.

Certificate Holder

Pleasant Dale School Dist. #107
 attn: Alice Erickson
 7450 S. Wolf Road
 Burr Ridge, IL 60525

Date Issued: 12/1/2015



 Authorized Representative

Personnel Report

March 16, 2016

1. **Employment of Personnel**

It is the recommendation of Superintendent Dave Palzet to employ Meg Knapik as middle school assistant principal for the 2016-17 school year.

Recommendation:

That the Board of Education employ the following personnel for the 2016-17 school year:

Name	Position	Salary
Meg Knapik	MS Assistant Principal	\$ 80,000

2. **Resignation of Personnel**

Attached are the resignation letters received from Kristi Vervack, elementary art, and Maggie Smith, elementary librarian, effective at the end of the 2015-16 school year.

Recommendation:

That the Board of Education accept the resignations of Kristi Vervack and Maggie Smith effective at the end of the 2015-16 school year.

3. **Employment of Non-certified Personnel**

Attached is a memorandum from Matt Vandercar supporting the employment of Shadia Doleh as part-time elementary school instructional aide beginning March 10, 2016 for 4 hours a day.

Recommendation:

That the Board of Education approve the employment of Shadia Doleh as part-time instructional aide (\$14.00 hr/4 hours/58 days) beginning March 10, 2016.

4. **Dismissal of Part-time Teachers for Reasons Other Than Reduction in Force**

That the Board of Education adopt the attached Resolutions for Dismissal of Part-time Teachers for Reasons Other Than Reduction in Force.

Recommendation:

That the Board of Education adopt the Resolutions for Dismissal of Part-time Teachers for Reasons Other Than Reduction in Force at the close of the 2015-16 school year for:

Julia Spencer (ECE, .52 FTE)

Amy DiCosola (Reading/RtI, Less than 120 days)

5. Reemployment of Certified Personnel

Recommendation:

That the Board of Education reemploys the following certified personnel for the 2016-17 school year:

Renew for Tenure Status

Colleen Enger (Elementary Speech/Pathologist)

Simoen Ayala (Middle School Math)

Natalie Schmager (Middle School Language Arts)

Renew for Full-Time, Fourth-Year, Non-Tenure Status

Danyelle Dron (Elementary Resource)

Bianca Dassinger (Social Worker)

Dan Ratcliff (Grade 5)

Renew for Full-Time, Third-Year, Non-Tenure Status

Mike Jesewitz (Physical Education)

Richelle Steinmetz (LRC Director)

Jill Beronio (Spanish)

Lindsay Truesdale (Physical Education)

Caitlin Collins (Resource Teacher)

Tony Madsen (Social Studies)

Nancy Deaton (Language Arts)

Carrie Castaldo (Social Worker)

Dimitra Georganas (Math)

Jennifer Driscoll (Health)

Renew for Full-Time, Second-Year, Non-Tenure Status

Jolene Lorimer (Reading Specialist)

Annette Szymczak (Language Arts and Spanish)

Meagan Bubulka (Math)

Joy Tristano (Resource Teacher)

Renew for Part-Time, Non-Tenure Status

Pam Mattice (.70 FTE District ELL Teacher)

Judy Sarwark (.50 FTE Grade 1 Job Share)

Michelle Jarosik (.52 FTE Preschool)

Stephany Bassett (.50 FTE Grade 1 Job Share)

Connie Savas (.67 FTE Math)

Kristi Vervack

221 Grant St., Downers Grove, IL 60515

kristi.vervack@gmail.com

630-418-1877

March 8, 2016

Dave Palzet
Superintendent
7450 South Wolf Road
Burr Ridge, IL 60527

Dr. Palzet,

I would like to extend my appreciation to Pleasantdale School District 107 for allowing me to teach at the elementary school for the past seven years. I have gained a vast amount of knowledge, experience and expertise during my time here. The support, training, friendships and memories will always mean so much to me.

At this time, I would like to inform you that I will be resigning from my job at Pleasantdale School District 107, effective June 8th, 2016. My family will be relocating to the Atlanta area this summer. I would like to thank you for giving me the opportunity to be part of the staff, and I wish you all the best in the future.

Sincerely yours,


Kristi Vervack

Margaret Smith
643 N Park Rd
La Grange Park, IL 60526
708-691-4154
msmith2960@gmail.com

February 29, 2016

Dave Pazlet
Superintendent
Pleasantdale School District 107
7450 South Wolf Road
Burr Ridge, IL 60527

Dear Dr. Pazlet:

The purpose of this letter is to inform you that I will be leaving my position as the Library Media Specialist with Pleasantdale School District 107 effective June 8th, 2016.

My plan is to relocate to southern California in the near future.

I have appreciated both being part of the Pleasantdale family and the opportunities that have been provided to me during the last ten years.

Please let me know if I can be of assistance during the transition. You can reach me at the above phone number/email address if you have any questions or need any further information.

Sincerely,

A handwritten signature in cursive script that reads "Margaret Smith". The signature is written in black ink and is positioned above the printed name.

Margaret Smith

March 3, 2016

TO: Dr. Dave Palzet
FROM: Matt Vandercar
RE: Instructional aide recommendation

I am recommending Shadia Doleh for the .59 FTE instructional aide position at Pleasantdale Elementary School. She will be filling the position open due to additional IEP students requiring support.

Shadia recently earned her elementary education degree from Trinity Christian College in Palos Heights.

I am excited about having Shadia here and confident she will establish herself as an effective member of the Pleasantdale staff.

RESOLUTION

DISMISSAL OF PART-TIME TEACHERS FOR REASONS OTHER THAN REDUCTION-IN-FORCE

WHEREAS, the teachers listed in this Resolution are employed by the Board of Education of Pleasantdale School District No. 107 on a part-time basis during the 2015-2016 school year, having worked less than full work days or less than full work weeks for the current school year; and

WHEREAS, the Board has determined that the part-time teachers should not be reemployed for the 2016-2017 school year, pursuant to Section 24-11 of the *School Code* (105 ILCS 5/24-11), for reasons other than reduction-in-force;

NOW, THEREFORE, Be It Resolved by the Board of Education of Pleasantdale School District No. 107, Cook County, Illinois, that:

Section 1: The following part-time teacher will not be reemployed for the 2016-2017 school year:

Julia Spencer

Section 2: The President and Secretary of the Board are authorized and directed to give the teachers a written Notice of Dismissal by certified mail, return receipt requested, at least forty-five (45) days before the end of the school year. A copy of this Notice is attached as Exhibit A and incorporated by reference.

Section 3: The Superintendent or designee shall also deliver a copy of the Notice to the teacher personally with a signature receipt. A copy of the receipt is attached as Exhibit B and incorporated by reference.

Section 4: This Resolution is in full force and effect upon its passage.

ADOPTED this 16th day of March, 2016, by the following vote:

AYES:

NAYS:

ABSENT:

ATTEST

Board President

Board Secretary

Pleasantdale School District 107

Administrative Office • 7450 S. Wolf Road • Burr Ridge, IL 60527
(708) 784-2013 • Fax: (708) 246-0161 • www.d107.org

EXHIBIT A

March 17, 2016

Via Certified Mail, Return Receipt Requested and Personal Delivery

Julia Spencer
10 S 284 Birnam Trail
Willowbrook, IL 60527

RE: NOTICE OF DISMISSAL

Dear Miss Spencer:

At its meeting held on March 16, 2016, the Board of Education of Pleasantdale School District No. 107, Cook County, Illinois, resolved not to reemploy you for the 2016-2017 school year, for reasons other than reduction-in-force. Your last day of employment in the District, subject to the use of snow and emergency days, will be June 8, 2016.

Sincerely,

Board of Education
Pleasantdale School District No. 107
Cook County, Illinois

ATTEST

Board President

Board Secretary

Mission

Ensure that each student is a passionate learner empowered with the
Academic and social skills to responsibly choose and excel in life pursuits.

EXHIBIT B

RECEIPT CONFIRMATION

I, _____, received the attached Notice of Dismissal by
(name of employee)

personal delivery from _____, _____, of
(name of person delivering notice) (title)

Pleasantdale School District No. 107, on _____, 2016.
(date notice was given)

(signature of employee)

RESOLUTION

DISMISSAL OF PART-TIME TEACHERS FOR REASONS OTHER THAN REDUCTION-IN-FORCE

WHEREAS, the teachers listed in this Resolution are employed by the Board of Education of Pleasantdale School District No. 107 on a part-time basis during the 2015-2016 school year, having taught or otherwise been present and participating in the District's educational program for less than 120 days during the current school year; and

WHEREAS, the Board has determined that the part-time teachers should not be reemployed for the 2016-2017 school year, pursuant to Section 24-11 of the *School Code* (105 ILCS 5/24-11), for reasons other than reduction-in-force;

NOW, THEREFORE, Be It Resolved by the Board of Education of Pleasantdale School District No. 107, Cook County, Illinois, that:

Section 1: The following part-time teacher will not be reemployed for the 2016-2017 school year:

Amy DiCosola

Section 2: The President and Secretary of the Board are authorized and directed to give the teachers a written Notice of Dismissal by certified mail, return receipt requested, at least forty-five (45) days before the end of the school year. A copy of this Notice is attached as Exhibit A and incorporated by reference.

Section 3: The Superintendent or designee shall also deliver a copy of the Notice to the teachers personally with a signature receipt. A copy of the receipt is attached as Exhibit B and incorporated by reference.

Section 4: This Resolution is in full force and effect upon its passage.

ADOPTED this 16th day of March, 2016, by the following vote:

AYES:

NAYS:

ABSENT:

ATTEST

Board President

Board Secretary

Pleasantdale School District 107

Administrative Office • 7450 S. Wolf Road • Burr Ridge, IL 60527
(708) 784-2013 • Fax: (708) 246-0161 • www.d107.org

EXHIBIT A

March 17, 2016

Via Certified Mail, Return Receipt Requested and Personal Delivery

Amy DiCosola
6163 Fireside
Rockford, IL 61114

RE: NOTICE OF DISMISSAL

Dear Ms. DiCosola:

At its meeting held on March 16, 2016, the Board of Education of Pleasantdale School District No. 107, Cook County, Illinois, resolved not to reemploy you for the 2016-2017 school year, for reasons other than reduction-in-force. Your last day of employment in the District, subject to the use of snow and emergency days, will be June 8, 2016.

Sincerely,

Board of Education
Pleasantdale School District No. 107
Cook County, Illinois

ATTEST

Board President

Board Secretary

Mission

Ensure that each student is a passionate learner empowered with the
Academic and social skills to responsibly choose and excel in life pursuits.

EXHIBIT B

RECEIPT CONFIRMATION

I, _____, received the attached Notice of Dismissal by
(name of employee)

personal delivery from _____, _____, of
(name of person delivering notice) (title)

Pleasantdale School District No. 107, on _____, 2016.
(date notice was given)

(signature of employee)



Learning Management System

ENTERPRISE EDITION

Sales Order for:

Pleasantdale Sd 107

Pleasantdale Sd 107 -

7450 Wolf Rd

Burr Ridge, IL 60527-7714

Philip Terra

Account Executive

pterra@schoolology.com

Schoology, Inc.

115 W. 30th St., 10th Floor

New York, NY 10001

www.schoology.com

Introduction

Schoolology proposes to work closely with Pleasantdale Sd 107 to implement a digital learning environment that promotes learning, communication, and collaboration inside and outside of the classroom.

Schoolology is a dynamic, user-centric learning management solution that adjusts to any educational environment. Schoolology's versatility derives from three key components: learning management, enhanced communication, and third-party integration. Using Schoolology's engaging tools, educators can create custom courses, pace students individually, and differentiate instruction. Schoolology also facilitates improvement by providing educators access to globally shared resources. Finally, Schoolology seamlessly integrates third-party software via its advanced API. This award-winning, comprehensive approach ensures engagement and magnifies achievement worldwide.

After launching in 2009, Schoolology is now in more than 60,000 organizations across more than 200 countries worldwide. Schoolology is transforming learning by making academic improvement more accessible. Thousands of schools around the world are working together to engage students more effectively, and this is just the beginning.

Enterprise Subscription

Schoolology offers a complete cloud-based solution. All hardware, database, and maintenance costs are included in the pricing. Pleasantdale Sd 107 will not incur costs associated with system upgrades or releases that improve the current features.

1. User Authentication

Schoolology will work with Pleasantdale Sd 107 to set up users with usernames and passwords to access the Schoolology environment. Pleasantdale Sd 107 will maintain all usernames, passwords, user groups, roles, and account names locally.

2. Advanced User Management

Pleasantdale Sd 107 will have access to Schoolology's Advanced User Management Interface which allows administrators to manage user roles, permissions, privacy, and overall system settings. This also affords administrators the ability to manage user, course and enrollment data.

3. Enterprise Management Interface

Pleasantdale Sd 107 will be able to create multiple buildings using the Enterprise Management Interface. Administrators can organize users into individual buildings, and they can designate different users as administrators. The system administrator is able to then manage all users and schools from the main parent account while certain administrators will be responsible for a particular group of users across different buildings.

4. School Site Branding

Schoolology will provide custom branding services to the Schoolology interface for Pleasantdale Sd 107. Schoolology will brand the top banner and links with Pleasantdale Sd 107's desired color scheme, and Schoolology will also replace the Schoolology logo with Pleasantdale Sd 107's organization logo. In addition, Pleasantdale Sd 107 will receive domain customization (e.g. lms.schoolname.org) or subdomain customization (e.g. schoolname.schoolology.com).

5. Support Services

Schoolology has a variety of ways for you to access support. There is community-based support that is available to all administrators and instructors via the "Help Center" located in the dropdown menu in the upper right corner of Schoolology. Community support is helpful for finding frequently asked questions and for posting new ideas. As part of your support management practices, you may choose to recommend this level of support for teachers and other staff or faculty at your school.

As an enterprise client you will have access to priority support. You may choose up to three (3) dedicated support contacts from your organization, whose role is to relay any questions, concerns or ideas to the Schoolology team. These three (3) main support contacts can contact Schoolology by:

1. **Phone:** Support contacts may contact a Schoolology representative by using a support code listed in the "Help Center" area (only visible to support contacts).
2. **Ticketing System:** Support contacts may create and track their own support tickets by going directly to support.schoolology.com. Additionally, they can email help@schoolology.com to automatically create a support ticket.
3. **Chat:** Support contacts may use the Chat feature to contact a Schoolology representative to ask questions and troubleshoot issues.

The Schoolology Support Team will work with Pleasantdale Sd 107 to provide ongoing support throughout your partnership with Schoolology.

Schoolology is accessible 24 hours a day, 365 days a year through a multi-channel support system that includes the Help Center (support.schoolology.com), an email-based ticketing system, chat, and dedicated phone support.

Premium Plus Support

Premium Plus Support includes 24/7/365 Online Help Center access, 24/7/365 Community access, and email/web ticket, phone, chat support for System Administrators, teachers, and all faculty at an organization. Premium Plus Support is offered for an additional fee above the client's annual subscription and also includes accelerated email ticket response times.

When users in the organization outside of the scope of the package (including, but not limited to, students or parents) contact the Schoolology Help Desk, they will be assisted by Schoolology's Support team. We believe that we should make our greatest effort in helping you and your users succeed. However, please note that response times for these users are not included in the SLA, so they may receive a later response than Support Contacts or other supported faculty members at the organization.

Enterprise Services

After we have received Pleasantdale Sd 107's signed Sales Order, a member of Pleasantdale Sd 107's implementation team will send an Implementation Verification Document to verify information and gather some additional account information. Upon receiving the verification document, the Schoolology Project Specialist will schedule a Kickoff Call to begin the implementation process. During the Kickoff Call, the Schoolology Project Specialist will review all of the initial setup steps that Pleasantdale Sd 107 will need to get started, as well as address any potential questions or needs that Pleasantdale Sd 107 might require.

After the Kickoff Call, Pleasantdale Sd 107 will have access to Schoolology's consulting services, which includes check-in calls and support during implementation. During this process, we establish milestones for your Enterprise Subscription system configuration, and product training. Schoolology will provide continual support throughout the implementation process through our Implementation and Support Teams.

6. Implementation

At the beginning of the implementation, the Schoolology Project Specialist will provide supporting documentation to help guide the setup of the Schoolology system. Pleasantdale Sd 107's Project Specialist will assist you in the configuration of your system. Items included in your implementation are enterprise configuration, data consolidation, custom branding, domain customization, technical planning, data population, user authentication and consulting. These items contribute to the overall success of your implementation strategy.

In addition to the standard implementation services you will also receive:

- Regular communication for monitoring the progress of the implementation.

- Assistance with all aspects of the implementation process via guidance, documentation, and other non-hands-on help.
- Guidance for setting up custom authentication or single sign-on.
- Guidance and Best Practices for migrating data from existing LMS into Schoolology.

A successful implementation is one that aligns with the needs and goals of Pleasantdale Sd 107. The Schoolology Implementation Team will work with Pleasantdale Sd 107 to provide guidance and support throughout the implementation process to ensure your goals are met to your satisfaction.

7. Web Delivered Training Sessions*

Schoolology offers web delivered product training to Pleasantdale Sd 107's team members via a train-the-trainer approach. Our web training is setup for a maximum of 10 attendees and we recommend holding them in a computer lab with a projector and speaker phone. Most sessions are one to two hours in length and it helps to have a moderator present for questions.

As part of your implementation, Pleasantdale Sd 107 will receive the following Web Delivered Training:

- Schoolology Enterprise Administration - 2 hours

In addition to the administration training Pleasantdale Sd 107 also receives 4 hours of Open Enrollment training for 2 attendees. Courses for open enrollment are held via the web and scheduled on a regular basis, but can be canceled if the minimum attendees has not been met.

The Schoolology Professional Development team will work with project leaders in advance to determine the most effective plan for the web training and will work towards tailoring course agendas to client requests.

8. Onsite Training Sessions*

Schoolology offers onsite product training for instructors and administrators via a train-the-trainer approach. Commonly the 'Schoolology for Master Instructors' course can be delivered using an onsite approach. Our onsite training is for a maximum of 15 attendees and should be held in a computer lab with a projector or in a room with sufficient wireless if the attendees are bringing their own laptops. Onsite trainings average of six hours of instruction.

The Schoolology Professional Development team will work with project leaders in advance to determine the most effective outline for the onsite training and will work towards tailoring course agendas to client requests. Travel and Expenses are included in the purchase of an onsite training day.

**Training services will expire one (1) year from contract start date.*

The Schoolology Team strives to ensure that Pleasantdale Sd 107 has a positive implementation experience, receives effective professional development and has access to appropriate support resources after your implementation is complete.

Master Services Agreement

By accepting this Sales Order, you are agreeing to the terms of the Schoolology Master Subscription Agreement, which is located here:

<https://dl.dropboxusercontent.com/u/64457365/Schoolology%20MSA%2020130411.pdf>

SUBSCRIBER NAME:

Pleasantdale Sd 107

Signature:

Printed Name:

Title:

Date:

Enterprise Cost Summary

Exhibit A – Pricing

Contract Start Date: **April 1, 2016**
 Contract End Date: **March 31, 2017**
 Enrollment: **800**

Enterprise Services

Description	Quantity	Rate	Subtotal
Implementation	1	\$1,125.00	\$1,125.00
Professional Development – Onsite Training	1	\$3,000.00	\$3,000.00
			\$4,125.00

Enterprise Subscription

Description	Quantity	Rate	Subtotal
Enterprise Subscription	800	\$10.00 Per Student	\$8,000.00
Premium Plus Support Package	1	\$3,000.00	\$3,000.00
			\$11,000.00

Grand Total: **US \$15,125.00**

The initial payment is due 30 days after the invoice date. All renewal subscriptions are invoiced 30 days prior to the start of the new term. Payment for renewal subscriptions must be received within 10 business days after the start of a new term.

This Sales Order is valid until March 31, 2016.

Thank you for your business!

Staffing Recommendations 2016-17				
Certified Teachers	2015-16 Elementary	2016-17 Elementary	2015-16 Middle	2016-17 Middle
Kindergarten	3.0	3.0		
Grade 1	4.0	4.0		
Grade 2	4.0	4.0		
Grade 3	4.0	4.0		
Grade 4	4.0	4.0		
Grade 5			4.0	4.0
Grade 6			4.67	4.0
Grades 7-8			8.0	8.67
Art	1.0	1.0	1.0	1.0
Music	1.0	1.0	2.0	2.0
P.E.	1.33	1.33	2.67	2.67
IMC	1.0	1.0	1.0	1.0
Health			1.0	1.0
Mod Tech			1.0	1.0
Gifted	1.0	1.0	1.0	1.0
Spanish	1.0	1.0	2.2	2.2
ELL	.50	.50	.20	.20
Speech	2.0	2.0	LADSE	LADSE
Social Worker	1.0	1.0	1.0	1.0
Reading	2.0	2.0	1.0	1.0
Special Ed.	4.0	4.0	4.0	4.0
Support Staff	2015-16 Elementary	2016-17 Elementary	2015-16 Middle	2016-17 Middle
Instructional Aides*	15	15	5.0	5.0
Lunchroom/Clerical Aides	1.90	1.90	.30	.30
Nurse	1.0	1.0	1.0	1.0
Secretary	1.0	1.0	2.0	2.0
Custodian	1.0	1.0	1.0	1.0
Bright Beginnings	2015-16 Elementary	2016-17 Elementary		
Teachers	3.0	3.0		
Instructional Aides*	4.5	4.5		
District Custodial Personnel			2015-16	2016-17
Maintenance			1	1

*The Superintendent has the authority to hire additional instructional aides necessary to meet special education student (IEP-individual education plan) requirements.



STR PARTNERS LLC
350 WEST ONTARIO STREET
SUITE 200
CHICAGO IL 60654
T 312.464.1444
F 312.464.0785
www.strpartners.com

February 29, 2016

Dr. Dave Palzet,
Superintendent
Pleasantdale School District 107
7450 South Wolf Road
Burr Ridge, Illinois 60527

Re: Architectural Services Proposal for Pleasantdale School District 107

Dear Dr. Palzet:

STR Partners LLC is pleased to present this Proposal for architectural and engineering services related to Parking Lot, Flooring, HVAC Work and other possible renovations at both the Elementary and Middle and Schools

PROJECT DESCRIPTION

The Pleasantdale School District 107 intends to retain professional architectural and engineering services from STR Partners LLC for Parking Lot Repair/Resurfacing at Pleasantdale Elementary School, Flooring Replacement at both Pleasantdale Elementary and Pleasantdale Middle Schools, and replacement of the 1994 Rooftop HVAC unit serving the Technology and Band programs at Pleasantdale Middle School. The scope of work will also include other miscellaneous renovations as directed by District 107.

The project scope and budgets are defined in the attached "5 Year Facility and Technology Plan" spread sheet provided by the District

SCOPE OF SERVICES

Basic Services

Design Phase

- A. STR shall utilize existing plans of as the basis of construction documents for the new work.
- B. STR shall meet with District representatives to review and to refine the scope of the project.

Construction Document Phase

- A. Upon Pleasantdale School District 107's approval of the Design Documents, and any adjustments authorized by Pleasantdale School District 107, STR shall prepare Construction Documents for the Project. The Construction Documents shall consist of Contract Drawings, Specifications, General Conditions, Instructions to Bidders, and other necessary documents to set forth in detail the requirements for construction.
- B. STR shall prepare a preliminary budget estimate of the construction.

Bidding Phase

- A. STR shall assist Pleasantdale School District 107 in soliciting competitive lump-sum bids from general contractors.



- B. STR shall assist Pleasantdale School District 107 in filing the construction drawings with the Regional Superintendent and other governmental authorities with jurisdiction over the project.
- C. STR shall assist Pleasantdale School District 107 in evaluating bids and in the selection of the successful bona fide bidder.

Construction Phase - Administration of the Contract

- A. STR shall provide administration of the Construction Contract. These construction administration services include: advising and consulting with Pleasantdale School District 107; forwarding Pleasantdale School District 107's instructions to the Contractor; reviewing shop drawings, samples and other submissions of the Contractor; interpreting the Contract Documents; issuing Certificates of Payment and Certificates of Substantial Completion; preparing and issuing Change Orders; preparing and issuing punch list(s) and final review
- B. STR shall make visits to the Project site to observe the progress and quality of the work and to determine, in general, if the work is proceeding in accordance with the Contract Documents. Such visits shall be made appropriate to the stage of construction.

Consultants

- A. STR has included normal architectural, structural, mechanical, electrical, fire protection and plumbing engineering services as part of Basic Services under this proposal.

COMPENSATION

A. Basic Services

For professional services in connection with the Design, Construction Documents, Bidding/Negotiation, Construction/Administration of the Contract described above, STR shall be compensated on the following basis:

STR Partners LLC intends to provide architectural and engineering services for the above work for a fee equal to 6.4% of the cost of construction.

STR's compensation for professional services shall be paid monthly in proportion to the services performed with respect to the total fee for various phases equaling the following percentages of the total:

Design Phase	30%
Construction Documents Phase	40%
Bidding or Negotiation Phase	5%
Construction Administration	25%

TERMS



- A. The terms of this Proposal are based upon service commencing in March 2016 and all services being completed within twelve (12) months thereafter.
- B. If the project is suspended or abandoned, in part or in whole, for more than ninety (90) days through no fault of STR, the compensation, rates, and mark-ups shall be subject to renegotiations prior to the continuation of our services.
- C. STR and its consultants shall have no responsibility for the presence, discovery, removal, or exposure of persons to hazardous materials of any kind, including asbestos or other toxic substances.
- D. Evaluations of Pleasantdale School District 107 's project budget, preliminary estimates of Construction Cost and any other estimates of Construction Cost prepared by STR represent STR'S judgment as a design professional familiar with the construction industry. It is recognized, however, that neither STR nor Pleasantdale School District 107 has control over the cost of labor, materials, or equipment, over the Contractor's method of determining bid prices or over competitive bidding, market or negotiating conditions. Accordingly, STR cannot and does not warrant or represent that bids or negotiated prices will not vary from Pleasantdale School District 107 's budget or from any estimate of Construction Cost or evaluation prepared or agreed to by STR.

If the terms of this Proposal are in accordance with your understanding and meet your approval, please indicate your acceptance by executing both copies of this Proposal. Return one executed copy to our office and keep the other copy for your records. Upon receipt of your authorization, STR Partners, LLS will immediately proceed with the work.

We will then follow up this letter agreement with a standard AIA Owner/Architect Contract, incorporating the issues above.

Thank you for this opportunity to provide our services to you and Pleasantdale School District 107.

Sincerely,

STR Partners LLC

By: Michael Henderson, AIA, Principal

A C C E P T E D

Pleasantdale School District 107

By: _____

Title: _____

Date: _____



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March 9, 2016

Catherine Chang, Ed.D
Business Manager/CSBO
Pleasantdale School District 107
7450 South Wolf Road
Burr Ridge, Illinois

Re: Preliminary Project Schedule

Catherine,

Per your request, attached below is a proposed bidding and construction schedule for all three projects being planned for this summer; Flooring Replacement at Pleasantdale Elementary School and Pleasantdale Middle School, Paving Work at Pleasantdale Elementary School and HVAC Rooftop Unit Replacement at Pleasantdale Middle School.

Board Approval to Proceed with Projects: March 16, 2016

Design and Construction Documents: March 17, 2016 - April 22, 2016

Bid Period: April 25, 2016 - May 10, 2016

Pre-Bid Conference: May 2, 2016, 3:30 PM

Bid Opening: May 10, 2016, 1:00 PM

Bid Review and Recommendations: May 12, 2016

Board of Education Bid Award: May 18, 2016

Construction Period: June 13, 2016 - August 18, 2016

Please review the dates and let me know if you have any questions or comments. Thank you.

Sincerely,
STR Partners LLC

Mike Henderson, AIA
Principal

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Chapter 1 - Introductory Information & General Notices

This handbook is a summary of the school’s rules and expectations, and is not a comprehensive statement of school procedures. This handbook may be amended during the school year without notice. A digital copy of the handbook is also available on our district website. The Board’s comprehensive policy manual is available for public inspection through the District’s website at www.d107.org or at the Board office, located at 7450 S. Wolf Road in Burr Ridge.

1.30 - General School Information

Board of Education

Mark Mirabile (2017) President	630-734-1741
7985 Woodside Lane, Burr Ridge 60527	mirabile@board107.org
Gina Scaletta-Nelson (2017) Vice President	708-839-4335
10948 Liberty Grove Drive, Willow Springs 60480	scaletta-nelson@board107.org
Kim Barker (2017) Secretary	708-710-0346
10849 Chaucer Drive, Willow Springs 60480	barker@board107.org
Vipul Dedhia (2019)	708-539-3961
11047 W. 72 nd Street, Indian Head Park 60525	dedhia@board107.org
David Negron (2019)	630-235-2870
8524 Candlelight Drive West, Willow Springs 60480	negron@board107.org
Michael Rak (2019)	708-467-0568
8631 Dunbar, Willow Springs 60480	rak@board107.org
Kristin Violante (2017)	708-839-5383
8226 Scenic Drive, Willow Springs 60480	violante@board107.org

The Board of Education of District 107 consists of seven members elected on a staggered basis. Board elections are held in April in odd numbered years.

The members serve without compensation, elect officers each year, and set meeting dates. The public is encouraged to attend these meetings, usually held on the third Wednesday of the month in the District Administration Building.

In addition to the regularly scheduled Board meetings, the Board of Education also holds special meetings as needed. Board meeting minutes are posted on the district website. All meetings are open to the public and a special portion of each meeting is set aside for questions and comments from visitors.

SCHOOLS AND STAFF

District Administrative Building
 7450 S. Wolf Road
 Burr Ridge, Illinois 60527
 Telephone: (708) 784-2013

Superintendent:	Dr. Dave Palzet
Business Manager:	Dr. Catherine Chang
Director of Special Education:	Deborah Lubeck
Assistant Superintendent of Teaching and Learning:	Candy Kramer
Superintendent’s Secretary:	Erika Sawosko
Bookkeeper:	Teri Makutenas

Pleasantdale Elementary School (K-4)
 8100 School Street
 LaGrange, Illinois 60525
 Telephone: (708) 246-4700
 To report an absence: (708) 246-4700, press 5
 Principal: Matt Vandercar
 Secretary: Penny Defenbaugh

Mascot: Eagle
 Colors: Blue and White

Pleasantdale Middle School (5-8)
 7450 S. Wolf Road
 Burr Ridge, Illinois 60527
 Telephone: (708) 246-3210
 To report an absence: (708) 246-3210, press 5
 Principal: John Glimco
 Secretaries: Charlotte Reschke
 Marilyn Laskowski
 Mascot: Tiger
 Colors: Blue and White

Administrators

Administrators are hired by the School Board to implement policies through management and supervision.

Teachers

District 107 provides students with excellent professional and paraprofessional instructional services. In addition to experienced classroom teachers, the district employs art teachers, instrumental music teachers, vocal music teachers, resource teachers, librarians, registered nurses, social workers, speech and language therapists, computer instructors, and gifted/enrichment teachers.

Support Staff

Secretaries, bus drivers, lunchroom helpers and supervisors, and maintenance/custodial personnel assist the educational program of District 107 in a variety of ways.

Facilities

District 107’s facilities are handicap accessible.

Whom do I call when I have a particular concern or question?

Pleasantdale School District is committed to timely and accurate communication with stakeholders. The following chart lists contacts to get questions answered most efficiently.

Topic	First Contact	Second Contact	Third Contact
Student Academics	Classroom Teacher	Principal	Superintendent
Student Discipline	Classroom Teacher	Elementary Principal Middle Principal	Superintendent
Co-Curricular <ul style="list-style-type: none"> ● Athletics ● Activities 	Coach/Sponsor	Elementary Principal Middle Athletic Director	Superintendent

Bus Transportation	School Office	Business Manager	
Lunch Program	School Lunch Supervisor	Business Manager	
Special Education	Classroom Teacher	Special Education Case Manager	Director of Special Education
Medical Issues	Nurse	Principal	
Board Policy	Superintendent	Board of Education	
Friday Packet Communication	Superintendent's Secretary	Superintendent	

Elementary School 708-246-4700 (dial 5 before 8:30 a.m. to report an absence)
Middle School 708-246-3210 (dail 5 before 8:15 a.m. to report an absence)
District Office 708-784-2013

See website for complete list of phone numbers and email addresses.

1.35 – School Hours, Arrival/Departure Procedures

SCHOOL HOURS

Pleasantdale Elementary

Extended-day Kindergarten, 1 st – 4 th grade	8:40 a.m. - student arrival 8:55 a.m. - students enter building 9:00 a.m. - school starts 3:20 p.m. - dismissal
Half-day Kindergarten	8:55 a.m. - 12:00 p.m.

At the Elementary School, parents must make necessary arrangements so that their children do not arrive prior to 8:40 a.m. Supervision is not available prior to this time.

Pleasantdale Middle

Grades 5-8	8:00 a.m. student arrival 8:12 a.m. 5 th & 6 th grade students enter 8:15 a.m. 7 th & 8 th grade students enter 8:20 a.m. classes begin Lunch periods start: 11:00 a.m. 3:22 p.m. dismissal
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At the Middle School, parents must make necessary arrangements so that their children do not arrive prior to 8:00 a.m. Supervision is not available prior to this time.

Arrival / Departure Procedures

Pleasantdale Elementary

- Early Arrival – Students must report to the school office for any activity starting before 8:40 a.m.
- Morning Arrival is anytime between 8:40 – 9:00 a.m. – Each grade level is assigned an entrance door in the front of the building. Students report to their assigned location and line up with their grade level. Students enter the building from 8:55 – 9:00 a.m.
- Students will be directed into the gymnasium/APR upon arrival during inclement weather.
- Late Arrival – The doors are locked at 9:00 a.m. Students arriving after 9:00 a.m. are considered tardy and must report to the school office. Tardy students will receive a tardy slip which must be given to the classroom teacher.
- The school must be notified in writing by noon of alternative transportation arrangements. Students being picked up after school must wait until the parent comes to the west side doors at the end of the first grade hallway. Cars must be parked in the back lot. Staff members will not release students unless the parent is recognized. When a child does not have written permission regarding a change in pick-up, and the parent has not contacted the school to confirm such a change, the child will go home according to his/her regular schedule. The front main doors are not dismissal points for children picked up after school.
- Departure During School Hours -School district staff will not release a child to anyone unless the adult has legal custody, or the parent/guardian has notified the school office in writing in advance. During school hours, no student is to leave the grounds without permission and adult supervision. Parents picking up students during school hours must come to the elementary school office or the middle school nurse's office to sign out the child.
- After School Departure – All busses load in the front of the building. At the end of the school day, parents picking children up from school must park in the back of the building and meet their child at the back door. No student will be released until parents or guardians are recognized.
- A.M. half day kindergarten pick-up will be at 12:00 p.m. at the library doors.
- All preschool drop-off and pick-up will be at the preschool doors.

Pleasantdale Middle

- Early Arrival - Students arriving before 8:00 a.m. to partake in an activity must report directly to their supervisor. If students are arriving for morning academic help, they must secure a pass from their teacher or supervisor. In special circumstances, students may contact the office for computer access.
- Morning Arrival - When students arrive, 5th and 6th grade students must wait for the bell in the front of the school. Seventh and 8th grade students must wait for the bell in the commons area. During inclement weather, 5th and 6th grade students wait for the bell in the front hallway. Seventh and 8th grade students wait for the bell in the lunchroom.
- Late Arrival - Students who are late to school must stop in the nurse's office to sign in and get a pass to class.
- Departure During School Hours -School district staff will not release a child to anyone unless the adult has legal custody, or the parent/guardian has notified the school office in writing in advance. During school hours, no student is to leave the grounds without permission and adult supervision. Parents picking up students during school hours must come to the elementary school office or the middle school nurse's office to sign out the child.
- After School Departure – Parents may pick students up in the front of the building. The fire lane in the front of the building must remain open.

1.36 - Returning to School After Hours

Pleasantdale Elementary

Organizing homework is part of the end-of-the-day classroom procedure designed to foster independence and responsibility. If a student forgets assignments at school, they may return to school to retrieve them by 4:30 p.m. The secretary or principal will escort students to get materials. An organizational plan may be put into place for students who habitually forget assignments at school.

Pleasantdale Middle

Students are urged to return to school for forgotten homework whenever necessary. However, the return trip needs to be made by 4:30 p.m. After that time, all school doors are locked and the office staff is unavailable. For security reasons, cleaning crew members will not allow entrance to the building after school hours.

1.40 - Visitors

All visitors, including parents and siblings, are required to enter through the front door of the building and proceed immediately to the main office. Visitors should identify themselves and inform office personnel of their reason for being at school.

Visitors must sign in, identifying their name, the date and time of arrival, and the classroom or location they are visiting. Approved visitors must take a tag identifying themselves as a guest and place the tag to their outer clothing in a clearly visible location. Visitors are required to proceed immediately to their location in a quiet manner. All visitors must return to the main office and sign out before leaving the school.

Visitors are expected to abide by all school rules during their time on school property. A visitor who fails to conduct himself or herself in a manner that is appropriate will be asked to leave and may be subject to criminal penalties for trespass and/or disruptive behavior.

1.50 - Equal Opportunity and Sex Equity

RIGHTS AND RESPONSIBILITIES

Policies of the District 107 Board of Education protect the rights of all students, in compliance with state and federal laws. The policies are available for inspection in school offices.

Gender Equity Policy

According to District 107 Board of Education Policy, all District 107 students have equal access to programs, activities, services and benefits. Students are not limited in the exercise of any right, privilege, advantage, or opportunity because of gender. Any students or parents who allege gender discrimination may file a complaint with the Superintendent or designee. A description of this procedure may be obtained from the District Office.

Equal educational and extracurricular opportunities are available to all students without regard to race, color, nationality, sex, sexual orientation, gender identity, ancestry, age, religious beliefs, physical or mental disability, status as homeless, or actual or potential marital or parental status, including pregnancy.

No student shall, based on sex or sexual orientation, be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities.

1.55 - Student, Parent, Teacher Rights and Responsibilities

STUDENT RESPONSIBILITIES

Academics

- Do your best to achieve excellence in personal conduct and academics.
- Improve your performance upon notice of unsatisfactory progress.
- Contribute to a good learning climate.
- Make every effort to graduate on time.
- Be punctual and attend every class.

Citizenship

- Have pride in your school.
- Respect the rights of fellow students, school personnel, and others.
- Be honest and courteous.
- Know and follow school rules and procedures.
- Seek assistance from school personnel to prevent or resolve conflicts.
- Report incidents or activities that may threaten or disrupt the school environment.
- Respect the property of other students, school personnel or Pleasantdale School District 107.

Dress and Grooming

- Observe basic standards of cleanliness, modesty, and good grooming.
- Dress in a manner that is neither disruptive to the educational program nor poses a safety hazard.

Extra Curricular Activities

- **Follow school rules at all school sponsored events.**
- Show good sportsmanship. Students or teams violating the ethics of competition or principles of good sportsmanship during a sporting event may be subject to appropriate disciplinary action that can include being barred from future participation as spectators or participants or both.

STUDENT RIGHTS

An Appropriate Public School Education

- To learn in an environment in which all students can excel academically and socially.
- To be graded on their academic performance.
- To be allowed to make up class work after an excused absence according to school/team policies.
- To be respected by staff and peers in a caring school community.

PARENT RESPONSIBILITIES

- Support the efforts of their children to achieve excellence in academics and personal conduct.
- Plan a time and place for homework assignments and provide necessary supervision.
- Assume responsibility for the student's prompt and regular compliance with attendance, rules, and procedures.
- Reinforce respect for school personnel.
- Instill respect for the law, including the rights of others.
- Communicate expected behavior at school.
- Work with the school in the best interests of the student on disciplinary matters.
- Attend all requested conferences.
- Present their case/cause to school officials in a calm, respectful manner.

PARENT RIGHTS

- To receive information concerning the complete program offered at school.
- To receive regular official reports of their children's academic progress.
- To be notified promptly of significant academic and/or behavioral problems.
- To receive an explanation of the basis for any grade given by the teacher.
- To be given time for a conference with teachers and/or administration.
- To exercise the right to appeal, when appropriate.
- To experience respectful relationships with teachers and other school personnel.

TEACHER RESPONSIBILITIES

- Demonstrate by attitude and actions genuine concern and respect for each student, parent, and fellow staff member.
- Know and enforce school rules courteously and fairly.
- Handle misconduct quickly and impartially.
- Inform parents about the academic progress and conduct of their student using established district criteria.
- Attend conferences when requested.

TEACHER RIGHTS

- Have guarantees as cited in the agreement between the Pleasantdale School District Board of Education and the Teacher's Association of Pleasantdale.
- Be present at any disciplinary conference concerning serious disruptions in the teacher's classroom.
- Be treated respectfully by fellow staff, administration, parents, and students.

1.60 - Animals on School Property

In order to assure student health and safety, animals are not allowed on school property, except in the case of a service animal accompanying a student or other individual with a documented disability. This rule may be temporarily waived by the building principals in the case of an educational opportunity for students, provided that (a) the animal is appropriately housed, humanely cared for, and properly handled, and (b) students will not be exposed to a dangerous animal or an unhealthy environment.

1.70 - School Volunteers

Parents are encouraged to visit the school and their child's class. Parents must contact the classroom teacher to plan the time for the visit and appropriate volunteer activities. In order to maintain a secure building, visitors/volunteers must check in with the office, sign in, and receive an appropriate badge. Badge must be worn and visible for the duration of your visit. Once the visit is complete, visitors must return to the office and sign out. Regardless of familiarity, it is imperative that all visitors follow sign-in/sign-out procedures. All volunteers must attend an orientation meeting.

1.80 - Invitations & Gifts

Invitations to Private Parties

School is not an appropriate place to communicate birthday party information. Invitations often get misplaced, given to the wrong people, etc. Parents are requested to take care of birthday party invitations outside of school.

Gifts

All district employees are subject to Board Policy 2:105 Ethics and Gift Ban which can be viewed at the District web site at www.d107.org.

1.85 - Treats & Snacks

Students are not allowed to share food. Teachers are not allowed to give food to students outside of approved School Board policy. Parents are not allowed to send food for any student other than their own.

1.86 - Awards and Special Events

Awards – Pleasantdale Elementary

Teachers and/or entire grade levels are encouraged to recognize students on a regular basis.

Near the end of the year, members of the Student Recognition Committee will meet to determine the process for our Presidential and Eagle Awards for 3rd and 4th graders. This ceremony is held at the end of the year.

Pleasantdale Eagle Award –The purpose of this award is to recognize students who are excellent role models. This award is given to select 3rd and 4th grade students who consistently demonstrate the following traits:

- Demonstrates academic responsibility (homework completion, class participation, effort, attendance)
- Follows and models the Eagle Way inside and outside of the classroom with both authority figures and peers
- Exhibits kindness and empathy

President's Award for Academic Excellence - This award is given to only 3rd and 4th grade students meeting stringent criteria. The purpose of this award is to recognize academic success in the classroom during this current school year. Students earning this award score in the top 10% nationwide on standardized tests given during the year and earn report card grades putting them in the top 10% of the class.

Awards – Pleasantdale Middle

At the end of each trimester, each grade level has an awards assembly in which Honor Roll certificates and other grade level team awards are presented. Every month, two students from each grade level are nominated by their teachers as "Students of the Month". Selections are made by the grade level teachers and are based on leadership, good citizenship and academic effort. Students of the Month are highlighted during morning announcements, and their pictures are displayed in the upstairs hallway.

President's Award for Academic Achievement - This award is given to 8th grade students meeting stringent criteria. The purpose of this award is to recognize academic success in the classroom during this current school year. Students earning this award score in the top 10% nationwide on standardized tests given during the year and maintain a cumulative 3.5 grade point average for their 4 years of middle school.

President's Award for Academic Excellence - This awards is given to 8th grade students who have demonstrated educational growth and improvement; achievement in the arts; outstanding commitment to academic excellence.

8th Grade Awards are also presented at the end of the year honoring students in each of the academic subjects. In addition, locally sponsored awards are presented recognizing student service and leadership.

Student Recognition – Pleasantdale Elementary

Student recognition is a process that is incorporated in various ways throughout the school year. Certificates, communication via phone or letter, and being mentioned in the weekly newsletter are but a few of the ways that students are acknowledged for exceptional service or achievement.

Student Formal Recognition – Pleasantdale Middle

Student recognition occurs at the end of the first, second and third trimester during grade level assemblies, at which time students are recognized for academics and activity participation. In addition, students may be recognized for exceptional leadership and or service by their grade level teams throughout the school year.

Birthdays – Pleasantdale Elementary Celebration

Birthdays are special occasions for children. Birthdays and half-birthdays are recognized at school. On their special day, students are sent to the office for special treatment. They receive a small gift from the office, their name is displayed on the lighted hallway sign, they announce their birthday over the intercom, and lead the school in the morning pledge and song.

Birthdays – Pleasantdale Middle

Student birthdays are highlighted during morning announcements. Parents are asked not to send edible treats to either lunch periods or classrooms because of concerns about allergies. Parents are encouraged to communicate individual birthday party information outside of school. Students are not allowed to decorate lockers in celebration of birthdays.

Birthday Treats – Pleasantdale Elementary

Sending birthday treats or gifts to school is not allowed. There are more serious allergies than ever. In fact, many parents have requested that no treats be given to their children. Children have the option of donating toward the school library as part of the PTA Book Club. A permanent personalized sticker is placed in the book. This is a recommended birthday treat. Parents will receive more information through the PTA.

Holiday Parties – Pleasantdale Elementary

PTA Room Reps will organize classroom parties for certain holidays during the school year. Since serious food allergies are prevalent, no food or candy will be served at holiday parties. Classroom parties will focus on holiday-related games and activities. A nominal fee will be assessed for each child payable to the PTA.

Picture Day

Pictures of students are taken each year to keep school records current. Parents may purchase photos for a nominal price.

1.87 - Parent Organizations

Parent Teacher Association (PTA)

The PTA actively strives to help parents and teachers cooperate in the education of children. PTA programs and fund-raising activities support many District 107 projects including classroom parties, special events, assemblies, field trips, etc. Every family is strongly encouraged to join annually. A link to PTA is located on the District web page.

1.88 - Building Usage

Although educational programs and school-sponsored activities have priority, District 107 school buildings are for community use as well. Applications for building use may be obtained from the District Office. School-sponsored events may preempt groups that have scheduled school building use, provided adequate notice is given. Organizations that sponsor activities in school facilities outside of regular school hours should be aware of Board of Education policies (e.g. no smoking, no alcohol, or other drug use). Failure to observe these policies will result in cancellation of school-use privileges.

1.89 - Lost and Found

A lost and found area is maintained near the office at both schools. If an article is lost, a child should first check with the classroom teacher, then the lost and found area. The lost and found area should be checked regularly as lost items usually end up in the lost and found.

1.91 - Textbook/Library Book Procedures

Students are expected to return textbooks and library books in the condition they were issued. Loss of book or excessive wear and tear will result in reimbursement for the cost of the book. Families will be notified prior to the end of the year with replacement costs. Students with outstanding library and textbook fees may not be permitted to participate in end of year activities, including Field Day.

1.93 - Telephone Use

Students may use the office phone or classroom phone when it is extremely important. Permission from a teacher, the secretary, or principal is required.

1.93 - Collection of Money

Money may not be collected from fellow students for any reason without first receiving approval from the principal.

1.90 - Emergency School Closings

The District uses an automated home messaging system to notify parents, students, and staff of a school closing. In addition, when possible, emergency closing information will be posted on the district website and communicated through local media channels.

1.95 - Communications

Parent/teacher communication is a priority. Parents are encouraged to contact staff members often. Every classroom is equipped with a telephone and computer designated for teacher use including email capabilities. Every staff member has a direct phone line and email address. Classroom telephones do not ring during the day. Parents are encouraged to leave messages during the day. In most instances, teachers will respond within 24 hours. The teacher is always the first point of contact for issues concerning students. Please do not contact the principal or superintendent prior to contacting the teacher.

Teachers are First Point of Contact

Should problems involving students occur, parents must first discuss the matter with the classroom teacher. The next person to contact is the principal if the problem is not resolved.

Email/Voicemail/Website

Teachers and administration have email and voicemail capabilities to communicate with parents. Email addresses are located on the school website at www.d107.org.

Skyward Family Access

Parents have the option of checking on homework assignments and their child's current grade status in each subject by means of a web-based program called Skyward Family Access. Homework assignments and current grade status vary depending on the age of the child. There will be opportunities for parents to receive instruction on how to access Skyward at the beginning of each year. Parents may contact the main office with questions about Skyward access at any point during the year.

Curriculum Night

Pleasantdale Elementary and Middle schools host this important event on separate nights early in September. Parents will receive information regarding communication, homework, curriculum, classroom management, advisory, and volunteering. Due to the nature of the evening, parents are encouraged to find alternative plans for their children.

Parent/Teacher Conferences

Parent involvement is highly valued and strongly encouraged in District 107. Conferences are scheduled in the month of November. Parents unable to attend in person may schedule a phone conference as an option.

1.100 - Video and Audio Monitoring System

A video and/or audio monitoring system may be in use on school busses and a video monitoring system may be in use in public areas of the school building. These systems have been put in place to protect students, staff, visitors and school property. If a discipline problem is captured on audiotape or videotape, these recordings may be used as the basis for imposing student discipline. If criminal actions are recorded, a copy of the tape may be provided to law enforcement personnel.

1.120 - Students with Food Allergies

Food Allergy Management Program

While it is not possible for the District to completely eliminate the risks of exposure to allergens when a student is at school, using a cooperative effort among students' families, staff members, and students helps the District reduce these risks and provide accommodations including proper treatment for allergic reactions. Board Policy 7:285 states that:

- No food or candy will be served at elementary classroom holiday parties. Classroom parties will focus on holiday-related games and activities.
- No food or candy will be sold directly to students during the school day outside of the lunch program.
- Ingredients of food used as part of extra-curricular activity (cooking club) will be identified and communicated to parents in advance.
- Food sold as concessions outside of the school day at school or PTA sponsored events must be prepackaged with the ingredients listed. Parents must be notified in advance if any other foods besides prepackaged items will be sold.
- Food consumption is limited to identified areas of the building,

1.130 - Care of Students with Diabetes

If your child has diabetes and requires assistance with managing this condition while at school and school functions, a Diabetes Care Plan must be submitted to the building principal. Parents/guardians are responsible for and must:

- a. Inform the school in a timely manner of any change which needs to be made to the Diabetes Care Plan on file with the school for their child.
- b. Inform the school in a timely manner of any changes to their emergency contact numbers or contact numbers of health care providers.
- c. Sign the Diabetes Care Plan.
- d. Grant consent for and authorize designated School District representatives to communicate directly with the health care provider whose instructions are included in the Diabetes Care Plan.

For further information, please contact the school nurse.

1.140 - Suicide and Depression Awareness and Prevention

Suicide and Depression Awareness and Prevention

Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate. Suicide and depression awareness and prevention are important goals of the school district.

The school district maintains student and parent resources on suicide and depression awareness and prevention. School Social Workers maintain resources and information that can be shared with families.

Chapter 2 - Attendance, Instruction, Promotion & Graduation

2.10 - Attendance

Illinois law requires that whoever has custody or control of any child between six (by September 1st) and seventeen years of age shall assure that the child attends school in the district in which he or she resides, during the entire time school is in session (unless the child has already graduated from high school). Illinois law also requires that whoever has custody or control of a child who is enrolled in the school, regardless of the child's age, shall assure that the child attends school during the entire time school is in session.

There are certain exceptions to the attendance requirement for children who: attend private school, are physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), are lawfully and necessarily employed, are between the ages of 12 and 14 while in confirmation classes, have a religious reason requiring absence, or are 16 or older and employed and enrolled in a graduation incentive program.

2.20 - Student Absences

Parents or guardians must call the absence line before 8:20 a.m. for middle school student absences and 9:00 a.m. for elementary student absences. The caller must state the child's name, teacher/advisor, grade, reason for absence, and dates of absence. If a parent does not phone the absence line by the designated time, the school office/nurse will make every effort to contact the home to verify the absence. Illinois law requires that the school know the whereabouts of every child within the first two hours of school. If school personnel are unable to reach a parent or guardian, the police will be asked to check the residence to ensure the child's safety. Parents must notify the school office in writing for a planned absence. When a student has been absent three or more days due to illness, a doctor's statement is required before the child will be readmitted to school. A doctor's statement is required when a child returns following a contagious disease. An athlete must be present at school by 12:00 p.m. to participate in a game or practice on that day

Valid reasons for absence

District 107, in keeping with section 26.2a of the Illinois School Code, considers the following circumstances to be valid and invalid causes for a student's absence:

- Illness
- Death in the immediate family
- Family emergency
- Observance of a religious holiday
- Circumstances which cause reasonable concern to the parent or guardian for the safety or health of the student
- Other situations beyond the control of the student as approved by the Superintendent or Principal.

Invalid reasons for absence

- Oversleeping
- Missing the bus
- Babysitting
- Completing work for a class
- Vacation

A phone call from a parent or guardian will not excuse a student in these circumstances.

Tardy

A student is considered tardy if he/she arrives after **8:20 a.m.** for the **middle school** and **9:00 a.m.** for the **elementary school**. Late arrival of school provided transportation does not constitute a tardy referral. Students who are habitually late to school are a concern. Not only do they miss important information starting the school day, they are a disruption to the class. At the Middle School, students who are late to school/class more than 3 times a Trimester are subject to school discipline procedures. The principal will contact parents when tardiness becomes chronic.

Extended Absence Procedures

Regular attendance is vital to success in school. Parents or guardians are expected to maintain a regular attendance pattern for their children and to inform the school of any absence and its cause. Family vacations planned on school attendance days are discouraged.

An extended planned absence constitutes five or more missed school days. Parents are requested to notify their child's teacher and the school office in writing five days prior to an extended planned absence, stating the specific dates the student will not be in attendance.

There are many different learning activities and opportunities going on in classrooms each day. Not all can be done independently as most require some level of prior instruction from the classroom teacher. Therefore, teachers will gather work as feasible. Other assignments will be saved for the child to do after the extended absence. Any work that is given at the beginning of an extended absence must be done by the time the child returns to school.

There are several ways to assist your child in the maintenance of his/her skills during an extended absence:

- Read books for pleasure.
- Practice math facts (flash cards).
- Write about the events each day in a journal.
- Learn interesting facts about the place being visited.

These procedures are intended to help parents and students understand the academic responsibilities relative to extended absences. Questions should be directed to teachers or the school office.

2.30 - Release Time for Religious Instruction & Observance

A student shall be released from school, as an excused absence, for the purpose of observing a religious holiday. Parents and/or guardians must give written notice to the school office five days before the student's anticipated absence for observance of a religious holiday.

2.40 - Make-Up Work (6-HS)

Students are responsible for their schoolwork when they are absent. Parents and students can use Schoology to check for assignments. Arrangements should be made for someone to pick up the assignments from the school office between 3:20 and 4:00 p.m.

Although discouraged, students do accompany their parents on vacation trips while school is in session. It is very difficult for teachers to work out an appropriate program of study in advance for such absences. When the student returns, it is the responsibility of the parent and student to arrange for completion of work that has been missed.

If a student's absence is excused or if a student is suspended from school, he/she will be permitted to make up all missed work, including homework and tests, for equivalent academic credit.

Teachers will assist and determine a deadline for making up the missed work.

2.50 - Truancy

A chronic or habitual truant, as defined by Illinois School Code, is a student who misses 5% or more of the previous 180 regular attendance days without valid cause. Chronic or habitual truants could be referred to the county truancy service and/or the police department.

The following resources and supportive services are available as appropriate to students with chronic or habitual attendance problems and their parents or guardians (as indicated in 26.13 of the School Code):

- Conferences with school personnel
- Counseling/testing services of school counselors, social workers, and psychologists.
- Special education assessment and placement

Referral to community agencies for appropriate services

2.60 - Grading & Promotion

Report Cards

- Report cards are issued three times a year.

- Parents are encouraged to check their child’s grades on Skyward on a regular basis. Midway through each trimester, an email is sent home to remind parents to check midterm grades. Midterm progress reports are mailed home to families who do not have internet access or who request a hard copy.
- Letter grades on report cards begin in 3rd grade. Students younger than 3rd grade receive a numerical grade as described below. In addition, Spanish, physical education, music, and art in the Elementary School also receive numerical grades.

Grading

District Subject Grading Scale:

A	100 – 90
B	89.99 – 80
C	79.99 – 70
D	69.99 – 60
F	59.99 or below

Life Skills

The calculation of students’ academic scores is a reflection on their performance towards the district’s mastery outcomes. Students’ academic scores are purely based on academic success. Life Skills, such as level of participation are not factored into academic grades. Student progress in attaining Life Skills is reported separately. The district places high value on the attainment of Life Skills. Life Skills include: behavior, participation, work completion, and working in groups.

District Outcome & Life Skills Grading Scale:

4	<i>Advanced</i>
3	<i>Proficient</i>
2	<i>Basic</i>
1	<i>Below Basic</i>

Graduation Ceremony Eligibility

Grade 8 students are expected to meet academic expectations to participate in the graduation ceremony. Specifically, grade 8 students will not be allowed to participate in the graduation ceremony if they earn 6 or more “F’s” during the school year, with at least one “F” occurring during the third trimester. If a student is at risk of nonparticipation due to academic performance, parents will be notified at the end of the trimester in which two (2) or more “F’s” are accumulated on the report card. A plan to remediate will be developed jointly between the student, parent, and school. Grade 8 students who fail to remediate their academic performance given adequate notice, will not participate in the graduation ceremony. Students restricted from participating in the graduation ceremony due to academic deficiencies will be issued a certificate of attendance rather than a diploma. Grade 8 students may also be prohibited from participation in the graduation ceremony for incidents of gross disobedience and misconduct.

2.65 – Instructional Programs and Placements

Class/Teacher Assignments

The principal and teachers make decisions in the spring regarding the placement of students in classes for the following school year. A great deal of time is devoted to the development of class lists. Important academic, social, developmental, and behavioral factors are taken into consideration before decisions are made. Parent requests for a particular teacher cannot be honored as many factors are involved in this process.

Curriculum

Curriculum in District 107 is developed, reviewed, and refined on a yearly basis. The District’s Curriculum Council is charged with evaluating present programs, analyzing research in the field, and designing a comprehensive program of study to meet the needs of all students in the district.

Connections Program – Elementary

The gifted/enrichment teacher meets regularly with PreK – grade 2-3 teachers to assess learning needs and help plan differentiated curriculum as needed. All students are screened as to their needs for academic acceleration using the district matrix beginning in grade 3. Students who are determined to need on-going challenge are identified for the Connections

program. In addition, students in the Connections program are pulled out by the gifted/enrichment teacher for a differentiated program in language arts in ~~grade 4, grades 3-4~~. Extra challenge in the area of language arts is provided by differentiation in the regular classroom through the combined planning of classroom and gifted teachers.

Leveled Language Arts Classes - Middle

In grades 5-8, students are identified for either on-level or above level literature and composition classes. Middle School Students will receive enrichment support from the gifted teacher through their above level literature and composition classes. The gifted teacher co-plans and co-teaches with the teachers of all above level language arts classes and works directly with language arts classes twice a year for a three week unit of study that is directly related to the classroom curriculum.

Leveled Math Classes

In grades 4-8, students are identified for either on-level or above-level math classes. Classes are designed to meet the academic needs of all students and provide an appropriate level of challenge. Classes utilize a differentiated curriculum as needed.

Mastery of Learning Guidelines

In accordance with the district mission, further attempts will be provided to students using the following guidelines to ensure mastery of grade level outcomes.

1. Subjects within a grade level will consistently apply mastery of learning guidelines.
2. A student is eligible if he/she demonstrates that additional effort was put forth to improve learning. (e.g. study/preparation)
3. Age appropriate communication to students about further attempts will include the following:
 - Additional effort required to earn a further attempt
 - Which assessments will afford a further attempt (e.g. test, quizzes)
 - Teacher or student can initiate a request for a further attempt (teacher and/or student)
 - Opportunities available for re-teaching
4. Teachers may exercise discretion as to what sections/level of questions the student attempts. There may be circumstances under which further attempts may not be offered.
5. Whenever possible, a further attempt should be done within one week. Only one further attempt will be allowed for a written assessment as per teacher discretion.
6. When appropriate, an alternative form of the assessment will be used.
7. Whenever possible, the student will take the further attempt at a time other than direct instruction time. The further attempt can be given in or outside of the classroom. Both schools will provide locations and proctors for further attempts.
8. Teachers will determine how further attempts will be graded. They will communicate specific information about grading to students in advance.

2.70 - Homework

Homework is an integral part of the District 107 educational program. It is the expectation that homework will be a priority for our students. Homework offers teachers, parents and students the opportunity to be involved in and support the learning process outside of school. Homework should be meaningful and provide opportunities for practice, enrichment and extension of classroom activities. It also helps to develop student responsibility and necessary work habits such as time-management and self-discipline and the ability to work independently. It is an essential part of the educational process.

The following daily time allotments are listed as a general guideline:

Grades K-2	10 – 30 minutes per day
Grade 3	20 – 40 minutes per day
Grade 4	30 – 50 minutes per day
Grade 5	50 – 60 minutes per day
Grades 6-8	60 – 90 minutes per day

At the Elementary School

- The classroom teachers determine the type, frequency and quantity of homework. Assignments may include practice, drill, memorizing, review, work completion, error correcting, research projects and reading.
- Parents are encouraged to contact the classroom teacher immediately if they have questions about homework guidelines and/or level of challenge provided. Teachers can individualize homework if deemed necessary.

At the Middle School

Teachers will...

- Assign homework that is meaningful and purposeful
- Assign homework that targets students needs, learning styles and abilities
- Assign homework that is age appropriate in length and difficulty
- Explain directions, expectations and purpose for assignments in class
- Post assignments on Skyward and in the classroom
- Ensure that students receive feedback about homework assignments in a timely manner

Parents will...

- Provide an environment conducive to studying
- Offer guidance, not answers
- Monitor homework completion and emphasize its importance
- Communicate with both teacher and student regarding any on-going homework concerns
- Utilize Skyward as a tool for accessing information concerning homework and grades

Students will...

- Accurately fill out their assignment notebooks each day
- Be responsible for completing homework on time
- Seek out and complete all make up assignments
- Practice academic honesty when completing homework
- Exhibit self-advocacy by seeking additional help when needed
- Utilize Skyward as a tool for accessing information concerning homework and grades
- Return to school to pick up forgotten materials and /or homework whenever needed

2.100 - Home and Hospital Instruction

Homebound Tutoring

This service is available to all district students meeting eligibility requirements according to district policy at no charge to the family.

Chapter 3 - Student Fees and Meal Costs

3.00 - Registration

Registration for returning students can be completed online at www.d107.org. Parents or legal guardians of children who are eligible to attend school in Pleasantdale District 107, must show proof of residency and fill out the following papers for registration:

- Enrollment and Residency Form
- Authorization for Transfer of Student Records
- General Information Sheets

Parents/legal guardians must submit the following original documents:

- Child's birth certificate
- Custody papers in the case of divorce or guardianship

- Current physical
- Proof of residency listing the name and address

There are many different family patterns and styles. Some families may have had an experience that has resulted in a court order. The district requests parent cooperation to help us maintain a safe environment and communicate correctly with all parties. If there is a current court order (i.e. divorce, order of protection, etc.) a copy of the portion that applies to custody or protection is required. The copy must include a stamp and signature of the court.

3.10 - Fees, Fines & Charges; Waiver of Student Fees

Fees

Grade 5	\$25.00	Includes PE lock, goggles and calculator
Grade 6	\$ 5.00	Includes goggles
Grade 7	\$20.00	Includes calculator and goggles
Grade 8	\$35.00	Includes graduation fee
Milk	\$45.00	Full year — 1 carton per day
Technology Fee		
P.E. Uniform (Grades 5-8)		
Shorts	\$9.50	
Shirt	\$8.00	
Bag (optional)	\$15.00	

Fees:

Information regarding Grade Level Fees, PE uniforms, School Lunch, Technology, and other items will be included in the annual registration packet.

Voluntary Student Insurance

Student insurance is available through Gerber Insurance Company
Information can be obtained by contacting the district office.

Waivers

A parent or guardian may request a waiver of student fees from the business manager by submitting evidence of eligibility. Eligibility is based upon approval for receipt of public aid, or free and reduced price meals.

The school establishes fees and charges to fund certain school activities, including [list fee-based activities]. Some students may be unable to pay these fees. Students will not be denied educational services or academic credit due to the inability of their parent or guardian to pay fees or certain charges. Students whose parent or guardian is unable to afford student fees may receive a fee waiver. A fee waiver does not exempt a student from charges for lost and damaged books, locks, materials, supplies, and/or equipment.

Applications for fee waivers may be submitted by a parent or guardian of a student who has been assessed a fee. A student is eligible for a fee waiver if the student currently lives in a household that meets the income guidelines, with the same limits based on the household size, that are used for the federal free meals program.

The District Business Manager will give additional consideration where one or more of the following factors are present:

- An illness in the family;
- Unusual expenses such as fire, flood, storm damage, etc.;
- Seasonal employment;
- Emergency situations; or
- When one or more of the parents/guardians are involved in a work stoppage.

Within 30 days, the building principal will notify the parent/guardian if the fee waiver request has been denied, along with the appropriate appeal process. If you have questions regarding the fee waiver process, you may contact the District Business Manager at [insert address and phone number].

3.20 - School Lunch Program

All full-day students eat lunch at school. Students have the option of ordering hot lunch or bringing their own. Menus and order forms are sent home with students on a monthly basis. Students are not allowed to share lunches. District 107 provides financial assistance for lunch in accordance with federal and state laws. Eligibility requirements are available through the school office.

Chapter 4 - Transportation & Parking

4.10 - Bus Transportation

District 107 provides bus transportation for all students. Bus schedules are furnished at the beginning of the school year. Riding the bus is considered a privilege rather than a right and requires the cooperation of parents, students, staff and our bus drivers to ensure a safe experience for every child. Each school bus is equipped with a front and rear video cameras to record student behavior.

Routes and Schedules

- In planning schedules, the District strives for safety considerations first.
- Students are not allowed to take any bus other than their assigned bus and must get off at their assigned bus stop.

Late Bus

- Late bus service is provided Monday, Tuesday, and Thursday.
- The late busses begin at the Elementary School and then go to the Middle School.
- The late busses leave at 4:20 p.m. from the **Elementary School**.
- The late busses leave at 4:30 p.m. from the **Middle School**.
- These busses will drop students off at locations in the general area of their homes, but not necessarily at the same stops as the morning and afternoon busses.
- Bus concerns/questions after office hours should be directed to the First Student Bus Company at 708/352-9050.
- Parents/guardians are encouraged to establish back-up plans with neighbors/friends in case the parent/guardian cannot be home at the time of drop-off.

Bus Safety

- The manufacturer's capacity for a bus shall not be exceeded.
- Only persons authorized by the school district shall be allowed to ride school buses. Parents are not allowed on the bus unless they are serving as a field trip chaperone.
- All busses are equipped with cameras. Parents should report any concern to the Principal or Assistant Principal.
- Younger students (kindergarteners and 1st graders on Elementary School busses and 5th and 6th graders on Middle School busses) are asked to sit at the front of the bus. Seats may be assigned on certain busses as necessary.
- Parents will be notified if their child (ren) is affected by a safety issue.

Bus Riding Behavior

School bus riders are expected to:

- Follow the instructions of the bus driver.
- Remain seated in appropriate/assigned seat at all times.
- Be on time at the designated bus stop.
- Remain at the side of the road while waiting for the bus.
- Wait for the bus to stop completely before boarding and unloading.
- Keep hands and head inside the bus at all times.
- Keep objects out of the aisle.
- Report immediately any damage to the bus seat(s) to the driver.
- Maintain appropriate behavior at all times.
- Refrain from eating or drinking on the bus.

- Stay out of the danger zone next to the bus where the driver may have difficulty seeing you. Take five giant steps away from the bus and out of the danger zone, until you can see the driver and the driver sees you. Never crawl under a bus.
- Wait for the driver's signal before crossing the street and then cross in front of the bus. Cross the street only after checking both ways for traffic.
- Never run back to the bus, even if you dropped or forgot something.
- Talk quietly on the bus. NO shouting or creating loud noises that may distract the driver. Tablets, iPods iPads, Smart Phones, and other electronic devices must be silenced on the bus unless a student uses headphones.

Consequences of Improper Bus Riding Behavior

Pleasantdale Elementary

- Students are expected to follow the Eagle Way on the bus.
 - The Eagle Way
 - Be respectful – Keep hands and feet to yourself.
 - Be responsible – Talk but don't scream.
 - Be safe – Stay seated the entire ride.
- If a child behaves in a way that jeopardizes his safety or the safety of others, an anecdotal form will be filled out by the bus driver or supervising adult and given to the principal.
- In all cases, the seriousness of the offense will determine the level of consequence suitable. Consequences for improper bus riding behavior can range from written warning to a bus suspension for an amount of time determined by the principal.
- Parents will be notified in the event of a bus offense.

Pleasantdale Middle

- Inappropriate behavior may result in a verbal or written warning, after school detention(s), or a bus suspension of 1-10 days. (A child on a bus suspension is still expected to attend school.)
- Serious misconduct, such as fighting, property damage, endangering others, or possession of controlled substances, alcohol, tobacco products or weapons, can lead to a school suspension, permanent removal from the bus, and/or expulsion.

4.15 - Bus Conduct - Suspension of Services

Students are expected to follow all schools when riding the school bus. A student may be suspended from riding the bus for up to 10 consecutive school days for engaging in gross disobedience or misconduct, including but not limited to, the following:

1. Violating any school rule or school district policy.
2. Willful injury or threat of injury to a bus driver or to another rider.
3. Willful and/or repeated defacement of the bus.
4. Repeated use of profanity.
5. Repeated willful disobedience of a directive from a bus driver or other supervisor.
6. Such other behavior as the building principal deems to threaten the safe operation of the bus and/or its occupants.

If a student is suspended from riding the bus for gross disobedience or misconduct on a bus, the School Board may suspend the student from riding the school bus for a period in excess of 10 days for safety reasons.

A student suspended from riding the bus who does not have alternate transportation to school shall have the opportunity to complete or make up work for equivalent academic credit. It shall be the responsibility of the student's parent or guardian to notify the school that the student does not have alternate transportation.

4.20 - Student Drop-off/Pick-up

Pleasantdale Elementary

Safety for children and adults is increased when parents driving automobiles adhere to the following safety guidelines:

- Enter the school parking lot staying to the right of the parking lot.
- Pull along the side of the school nearest the gym where your child may be dropped off on the sidewalk.
- Please do not allow your child to run across the parking lot to join his/her class.
- Do not drive into bus lanes at any time to drop off children. This area is restricted for buses.
- All drivers must obey bus stop signs.

- Adult supervision begins at 8:40 a.m. Children should arrive no earlier than 8:40 a.m.

Pleasantdale Middle

- The only entrance to our parking lot and drop-lane is on 74th Street (the street north of the school building)
- Parents who are picking up or dropping off students should form a single lane next to the side walk (no waiting next to the flag pole!)
- Please pull up as close as possible to the car in front.
- Exit only at the driveway onto Wolf Road midway between 74th and 75th Street.
- Please use the parking lot nearest to Wolf Road to park and enter the building.

As a reminder, nobody is allowed to talk on their cell phone when in a school zone.

4.30 - Other Forms of Student Transportation

Bicycles/Skateboards/Roller Blades

The decision and responsibility to let a student ride his/her bike to school rests with the parents. Once on school property, students must walk their bikes. A bicycle parking rack is located next to the preschool rooms at the elementary school and in front of the middle school building. Bicycle registration with the police and wearing helmets are highly encouraged. Bicycle-riding, skateboarding, or roller-blading while on school property is not permitted.

Chapter 5 - Health and Safety

5.10 - Immunization, Health, Eye & Dental Examination

Required Health Examinations and Immunizations

All students are required to present appropriate proof of a health examination and the immunizations against, and screenings for, preventable communicable diseases within one year prior to:

1. Entering kindergarten or the first grade;
2. Entering the sixth and ninth grades; and
3. Enrolling in an Illinois school for the first time, regardless of the student's grade.

Proof of immunization against meningococcal disease is required for students in grades 6 and 12. A diabetes screening must be included as part of the health exam (though diabetes testing is not required). Students between the age of one and seven must provide a statement from a physician assuring that the student was "risk-assessed" or screened for lead poisoning. Failure to comply with the above requirements by October 15 of the current school year will result in the student's exclusion from school until the required health forms are presented to the school, subject to certain exceptions. New students who register mid-term have 30 days following registration to comply with the health examination and immunization requirements. If a medical reason prevents a student from receiving a required immunization by October 15, the student must present, by October 15, an immunization schedule and a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by an appropriate medical professional.

Eye Examination

All students entering kindergarten or the school for the first time must present proof by October 15 of the current school year of an eye examination performed within one year. Failure to present proof by October 15, allows the school to hold the student's report card until the student presents: (1) proof of a completed eye examination, or (2) that an eye examination will take place within 60 days after October 15.

Dental Examination

All students entering kindergarten, second and sixth grades must present proof by May 15 of the current school year of having been examined by a licensed dentist within the last 18 months. Failure to present proof allows the school to hold the child's report card until the student presents: (1) proof of a completed dental examination, or (2) that a dental examination will take place within 60 days after May 15.

Exemptions

A student will be exempted from the above requirements for:

1. Medical grounds if the student's parent/guardian presents to the building principal a signed statement explaining the objection;

2. Religious grounds if the student's parent/guardian presents to the building principal a completed Certificate of Religious Exemption;
3. Health examination or immunization requirements on medical grounds if a physician provides written verification;
4. Eye examination requirement if the student's parent/guardian shows an undue burden or lack of access to a physician licensed to practice medicine in all of its branches who provides eye examinations or a licensed optometrist; or
5. Dental examination requirement if the student's parent/guardian shows an undue burden or a lack of access to a dentist.

ENTRANCE REQUIREMENTS

Illinois law requires that before a child can attend school **parents must produce an original copy of the birth certificate as proof of age.** In addition, students must be immunized against diphtheria, whooping cough, tetanus, pertussis, measles, Hepatitis B and Hib Haemophilus (influenza type B), mumps and rubella, chicken pox, and polio. Students without the immunizations listed above, will be denied entrance until the immunizations are completed. Parents who object on religious or medical grounds must submit a signed statement to that effect to the Superintendent of Schools. Objections due to medical grounds must be medically contraindicated and supported by a doctor's statement.

- Also, kindergartners, first graders who have not attended kindergarten, and sixth graders must have a current physical examination. The physical examination form must be completed and on file in the school by the first day of classes.
- A student transferring to District 107 from an Illinois school must have health and physical examination records forwarded or have a new examination within 15 days of enrollment. Also, the Illinois State Board of Education Student Transfer Form must be presented from the former school stating that the student is "in good standing".
- A student transferring from another state must have a physical examination completed in Illinois within 15 days of enrollment.
- The *Illinois Certificate of Child Health Examination* form must be completed and signed by a doctor. (required)
- The *Dental Examination Record* form must be completed and signed by a dentist. (required for K, 2nd and 6th grade)
- Kindergarten students are now required to have an eye exam on file by the first day of classes.

Accidents and Illnesses

- When a student suffers a minor accident or illness at school, first aid is given and the name, date, and cause recorded.
- The parent or person designated by the parent will be notified and asked to come to the school for the child if a child becomes ill or injured.
- No child shall be sent home if there is not a responsible adult, either parent, or someone designated by the parent to accept him/her.
- A student who has diarrhea, has vomited in school or has a temperature of 100° F or more must be sent home.
- Students should remain at home at least 24 hours after a fever has subsided or is symptom free without medication.
- Should a serious accident or illness occur which warrants emergency treatment, 911 will be called and parents notified.

Allergies

Many students are allergic to animals. No animals will be brought to school for show and tell, star of the week, etc. Due to food allergies, no food may be brought in to share in either the lunchroom or the classroom.

Ambulance Policy

In the event of a student health emergency, the school nurse will determine whether an ambulance is needed to transport the student to the hospital in order to ensure the student's safety. The cost of the ambulance, which is covered by many health insurance policies, will be the responsibility of the parent. Families who do not have health coverage can purchase student health insurance through the district. This guideline will apply at all school related activities whether on or off district grounds.

Cumulative Health Record

The school nurses keep a cumulative health record for each student and share the responsibility for keeping it up-to-date with parents. Should a student transfer out of the district, the health records are forwarded to the new school. Parents can use Skyward to monitor student visits to the nurse's office.

Hearing Tests

Students in preschool, kindergarten, first, second, third and fourth grade, and all students new to the district are given a hearing test. Tests may also be given if a teacher notices that a student is having difficulty hearing. Parent will be notified immediately if the nurse has concerns about the student's hearing.

Vision Tests

Vision tests are given in accordance with state guidelines under the supervision of the school nurse. Tests are also given if a teacher notices that a student is having difficulty. Parent will be notified immediately if the nurse has concerns about a student's vision.

5.20 - Student Medication

Taking medication during school hours or during school-related activities is prohibited unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child by completing a "School Medication Authorization Form."

No school or district employee is allowed to administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed School Medication Authorization Form is submitted by the student's parent/guardian. No student is allowed to possess or consume any prescription or non-prescription medication on school grounds or at a school-related function other than as provided for in this procedure.

Self-Administration of Medication¹

A student may possess an epinephrine auto-injector (EpiPen®) and/or an asthma inhaler prescribed for use at the student's discretion, provided the student's parent/guardian has completed and signed a School Medication Authorization Form. The school and district shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication or epinephrine auto-injector or the storage of any medication by school personnel. A student's parent/guardian must agree to indemnify and hold harmless the school district and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine auto-injector and/or asthma inhaler, or the storage of any medication by school personnel.

~~The parent or guardian must have a doctor complete a Pleasantdale School District 107 Medication Authorization Form and leave the medication with the school nurse. Prescription medication must be in an original pharmacy or physician-labeled container with the student's name, the prescription number and date, the medication name and directions for use, the name of the prescribing physician, the pharmacy name, address and phone number, and the name or initials of the pharmacist. Non-prescription medication must be in the original unopened container and labeled with the student's name and directions for use. Students are not allowed to carry medication on their person or keep it in their lockers, unless a completed, signed "Parent/Guardian Authorization for Self-Administration of Asthma Medication" form has been provided to the school. Unless otherwise permitted by the above-described form, the school nurse or a specified staff member will dispense medication.~~

5.40 - Safety Drill Procedures

Drills

Drills required by the Illinois State Board of Education are conducted throughout the school year including fire, tornado/disaster, bus evacuation, and lockdown drills. Students are instructed in appropriate actions and behavior.

Tornado Watch

Students will be told to board their bus and/or go directly home if a tornado watch is in effect at dismissal time.

Tornado Warning

At the onset of a tornado warning, teachers direct their students to designated safety areas. Students remain in the school until release is considered safe if the warning occurs at dismissal time. Parents may pick up their child at school during a tornado warning. Parents sending someone else to pick up a child must send a note to the school requesting a child's release. **Please do not telephone the school during tornado watches and warnings.** Calls could interfere with outgoing emergency calls.

5.50 - Communicable Disease

Rules and regulations regarding communicable disease control shall be enforced as required by the Illinois Department of Public Health. Parents must notify the nurse if their child has a communicable disease. The student's teacher and the principal will be notified.

5.60 - Head Lice

The school will observe recommendations of the Illinois Department of Public Health regarding head lice.

- Parents are required to notify the school nurse if they suspect their child has head lice. Infested students will be sent home following notification of the parent or guardian.
- The school will provide written instructions to parent or guardian regarding appropriate treatment for the infestation.
- A student excluded because of head lice will be permitted to return to school only when the parent or guardian brings the student to school to be checked by the school nurse or building principal and the child is determined to be free of the head lice and eggs (nits). Infested children are prohibited from riding the bus to school to be checked for head lice.

Chapter 6 - Discipline and Conduct

6.20 - School Dress Code & Student Appearance

Dress Code – Pleasantdale Elementary

Any type of clothing that calls unnecessary attention to a child, disrupts the instructional program, or interferes with the safety of a child, is not suitable for an elementary school. Note the following requirements:

- Shoes must be worn at all times while in school. Elementary students are involved in many activities during their day. Closed toe shoes are recommended for safety.
- Clothing must be appropriate to the age group.
- Any clothing with an inappropriate written or visual message is not to be worn.
- Hats are not to be worn in school.

Dress Code – Pleasantdale Middle

Students are expected to keep themselves well groomed and neatly attired.

- Students are not to wear clothing that allows undergarments to be seen. Tops with spaghetti straps are not to be worn. A general rule for straps on tops is that they must be at least 3-fingers wide.
- Students are not to wear clothing that allows the midriff to show.
- Students are not to wear clothing, jewelry, or accessories that contain obscene or suggestive slogans, statements, or pictures that advertise or promote tobacco products, unlawful substances, alcohol, weapons, or disrespectful television shows or stars.
- Hats are not to be worn.
- Shorts and skirts cannot be shorter mid-thigh.
- Students should not wear clothing that is too form fitting or sheer without appropriate coverage. (ie tights worn without a covering top/shorts)
- Shoes must be worn at all times while in school.

Any child ignoring these rules will be asked to call home for a change of clothing, or he/she will have to wear his/her gym uniform (Pleasantdale Middle) for the rest of the day.

6.30 - Student Discipline

When and Where Conduct Rules Apply

The grounds for disciplinary action also apply whenever the student's conduct is reasonably related to school or school activities, including but not limited to:

1. On, or within sight of, school grounds before, during, or after school hours or at any time;
2. Off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school;
3. Traveling to or from school or a school activity, function, or event; or
4. Anywhere, if the conduct interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

Disciplinary Measures

School officials shall limit the number and duration of expulsions and out-of-school suspensions to the greatest extent practicable, and, where practicable and reasonable, shall consider forms of non-exclusionary discipline before using out-of-school suspensions or expulsions. School personnel shall not advise or encourage students to drop out of school voluntarily due to behavioral or academic difficulties.

Re-Engagement of Returning Students

The building principal or designee shall meet with a student returning to school from an out-of-school suspension, expulsion or alternative school setting. The goal of this meeting shall be to support the student's ability to be successful in school following a period of exclusion and shall include an opportunity for students who have been suspended to complete or make-up missed work for equivalent academic credit.

Corporal Punishment

District 107 does not allow school personnel to administer corporal punishment to students according to Board Policy. Corporal punishment does not include, and certificated personnel are permitted to use, reasonable force as needed to maintain safety for other students, school personnel, or for the purpose of self-defense or the defense of property.

Use of Isolated Time Out and Physical Restraint

This policy applies to all students. Isolated time out and physical restraint shall be used only as a means of maintaining a safe and orderly environment for learning and only to the extent necessary to preserve the safety of students and others. Neither isolated time out nor physical restraint shall be used in administering discipline to individual students as a form of punishment. Isolated time out and physical restraint are considered restrictive interventions and are only used in emergency situations by certified staff members or when less restrictive interventions have been attempted and failed. This Policy does not apply to the restriction of a student's movement when that restriction is for a purpose other than the maintenance of a safe and orderly environment, such as the appropriate use of a safety belt in motor vehicles.

Discipline Plans -- Pleasantdale Elementary

The Pleasantdale Elementary School community of staff and parents believes that each child is responsible for his/her behavior. Based on this belief:

- The role of parents and staff is to guide and assist students in making appropriate behavioral choices, and understanding that all actions have consequences.
- The student's role is to develop skills and strategies for coping with conflict, and to accept responsibility for his/her choices.
- Pleasantdale Elementary students will become responsible and respectful citizens through their efforts and the shared commitment of parents and staff.

Pleasantdale Elementary School maintains a building behavior plan, The Eagle Way. The Eagle Way must be followed at all school sponsored activities, including field trips and bus routes.

- The Eagle Way
 - Be respectful
 - Be responsible
 - Be safe
- Each teacher establishes a set of classroom rules and procedures. These rules are on display in the classroom for all to see. These classroom rules include hallway, bathroom, and recess guidelines.

- A system has been set up during lunch and recess called “Eagle’s Nest” for children who fail to follow the Eagle Way. The “Eagle’s Nest” is located in an office near the lunchroom and is supervised by a staff member. Parents will be notified unless the supervisors feel the infraction was minor and communication home not necessary. Students are given appropriate behavioral intervention ideas (“flight plan”) and skills so that negative behaviors do not become habitual.

Discipline Plans -- Pleasantdale Middle

It is our goal at Pleasantdale Middle School to provide a safe and positive learning environment. To achieve this environment, expectations of behavior and conduct have been established which govern the entire school operation, including classroom and instructional areas, co-curricular groups and activities and school facilities. Students are expected to accept responsibility for their actions and the consequences of those actions. Parents and teachers also have rights and responsibilities in their role of support for continued student growth. In order to ensure student confidentiality, the district policy is not to give out information about a student’s behavior to other parents.

“The “I’s” of the Tigers” is our positive and proactive approach to school behaviors, and is the heart of our program. We ask our students to affirm the following statements in their actions and behaviors while at or representing Pleasantdale Middle School:

- I am Respectful
- I am Responsible
- I am Safe

Expectations are taught, and when necessary, re-taught to illustrate the above statements through various areas within the building, including hallways, classrooms, lunchroom, recess, assemblies, and on the bus. All staff members are encouraged to support and recognize positive examples of “The “I’s” of the Tigers” through home communications and “Tiger Stripes” presented to the student.

Inappropriate Behaviors – Level 1

- Tardiness (late to school – late to class)
- Missed detention
- Disrespect
- Disturbance during class, assemblies, field trips, before or after school activities, and in locker room, halls and lunchroom
- Inappropriate physical contact
- Loitering in unsupervised areas
- Reckless behavior
- Repeated inappropriate behavior

Range of Consequences

- Behavioral referral
- Parent contact
- Detention
- Detention plus meeting with student
- Detention plus meeting with student and administrator.
- In-school suspension

Inappropriate Behaviors – Level 2

- Blatant disrespect
- Disruptive behaviors
- Insubordination
- Demonstrating a bullying behavior
- Profanity or abusive language
- Damaging property or others’ belongings
- Misuse of computers or other school materials
- Stealing
- Reckless behavior
- Inappropriate physical contact
- Uncooperative with substitutes

- Repeated inappropriate behavior

Range of Consequences

(one or more of the following may occur)

- Conduct referral
- Student meeting with the administrator
- Parent contact
- Parent conference
- Detention(s)
- One week of detentions for inappropriate behavior with substitutes
- Out of all activities up to five days (spectator or participant)
- One to three days in-school suspension
- Reimbursement for damaged property

Inappropriate Behaviors – Level 3

- Bullying
- Harassing or threatening others
- Sexual Harassment
- Fighting
- Any act of physical aggression toward others
- Hazing
- Gross disrespect towards others
- Smoking
- Vandalism
- Using, selling, or distributing illicit drugs, narcotics, alcohol, or illegal substances (including “look-alikes”)
- Prescribed or non-prescribed medication possession
- Possession of weapons
- Any gang related activity, literature, or items
- Arson
- Explosives
- Repeated inappropriate behavior

Consequences

- Conduct referral
 - Student sent to administrator’s office
 - Parent conference
 - In-school or out-of-school suspension(s)
 - Confiscation of prohibited objects
- (one or more of the following may occur)**
- Expulsion by the School Board
 - Notification of incident to proper authorities
 - Counseling program

Cheating Policy – Middle School

Students must consider all assigned work to be individual unless a teacher specifies otherwise. Each teacher will discuss cheating and plagiarism as it applies to his/her class and discuss the consequences. Students receive instruction about the proper way to cite sources appropriate to their grade level.

Examples of cheating or plagiarism

- Copying homework
- Looking on another student’s test or quiz
- Allowing another student to look on your test or quiz
- Using other secretive methods of giving answers for tests or quizzes
- Working with others on any assignment that was meant to be done by individuals
- Taking papers in part or whole from the Internet or other publications or other students
- Taking information from another source that is not properly attributed
- Taking any part of a test to use or give to others

1st Offense

- Student receives a failing grade for the assignment
- The teacher confers with the student's parents about the offense

2nd Offense

- Student receives a failing grade for the assignment
- The teacher reports the offense to the principal who will meet with the student, his/her parents and the teacher about the incident.
- The student will have to redo the assignment, or an equivalent assignment, at a level equivalent to a passing grade, outside of school time, for no credit.

3rd Offense

- Student receives a failing grade for the assignments
- The teacher reports the offense to the principal who will meet with the student, his/her parents and the teacher about the incident.
- The student will have to redo the assignment, or an equivalent assignment, at a level equivalent to a passing grade, outside of school time, for no credit.
- The student will not be allowed to receive any school wide academic honors, such as honor roll status or special academic recognition at the end of the year.

DISCIPLINE DEFINITIONS

- **Alcohol:** Possession, use or transfer of any alcoholic beverage.
- **Blatant Disrespect:** Disrespect to other students or staff that persists after a warning has been given.
- **Bullying:** Bullying is intentionally using power to repeatedly make someone feel bad. See bullying policy for more information.
- **Communication/Electronic/Laser devices:** Using a cellular telephone, smartphone, video recording device, personal digital assistant (PDA), or similar electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating and sending, sharing, viewing, receiving or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device or cellular telephone, commonly known as "sexting."
- **Disrespect:** To call derogatory names, dishonor, or in any other manner, abuse verbally or in writing any member of the school staff or student body.
- **Disruption:** Any act that disrupts the educational process or setting.
- **Extortion:** The act of extortion or borrowing or attempting to borrow any money or things of value from a person in the school, unless both parties enter into an agreement freely and without the presence of either an implied or expressed threat.
- **Drugs:** A term that is intended, for this purpose, to include cannabis, controlled substances, any illegal or illicit drugs, prescription drugs and over-the-counter drugs.
- **Drug paraphernalia:** Devices that are used to ingest, inhale, or inject cannabis or any controlled substances into the body.
- **Fighting:** Aggressive, hostile bodily contact with students, and/or adults.
- **Forgery:** The act of falsely writing the name of another person, falsifying dates, grades, addresses, or other information on school forms.

- **Gang-related activity:** Any group of two or more people whose purpose includes the commission of illegal acts. Gang-like activity shall mean any conduct engaged in by a student:
 - on behalf of any gang
 - to perpetuate the existence of any gang
 - to effect the common purpose and design of any gang
 - to represent a gang affiliation, loyalty or membership in any way while attending a school function.
- Gross Disrespect: **Disrespect toward staff or student that is of a threatening or aggressive nature.**
- **Harassment:** Constant torment and intent to harm emotionally.
- **Hazing:** Any intentional, knowing, or reckless act directed towards a student for the purpose of initiation, affiliation, holding office, maintaining membership in any organization, club, or athletic team. Soliciting, encouraging, aiding, or engaging in hazing is prohibited.
- **In-appropriate Displays of Affection:** Displays of affection of a sexual nature that are not appropriate in a school environment
- **Inciting others to misconduct/misbehave:** By words, acts or deeds, giving encouragement to demonstrations and protest, which disrupt the normal educational process of the school.
- **Indecency:** The act of offending commonly recognized standards of health, safety, or propriety, or inappropriate displays of affection.
- **Insubordination (failure to conform to staff request):** The failure to respond or carry out a reasonable request by authorized school personnel.
- **Intimidation:** The act of verbally or by gesture threatening/intimidating the well being, health or safety of any person on school property or en route to or from school.
- **Loitering:** The act of being in or about the school building or in a specifically restricted area of the school at unauthorized times or without specific authorization of school personnel.
- **Obscenity:** The act of using obscene or profane language in verbal or written form or in pictures, caricatures, or obscene gestures on school property.
- **Physical assault:** The act of physically assaulting or attacking any person on or near school property including any activity under school sponsorship.
- **Profanity:** Inappropriate language that is deemed offensive to others.
- **Reckless behavior:** Behavior that can lead to serious harm, involvement of unsuspecting victims, and usually taking place in a non-structured area not taking surroundings into consideration.
- **Sexual harassment:** The act of sexual harassment, whether verbal, non-verbal or physical including but not limited to gestures, touching, brushing the body, and sexual propositions.
- **Tardiness:** Lateness to school, class, advisory, or any other part of the student's schedule.
- **Theft:** The act of taking or acquiring the property of others without that person's consent.
- **Unlawful drugs/Use of tobacco/Electronic smoking devices:** Possession, use, or transfer of any stimulating, depressing, or behavior altering substance without a medical prescription. This includes any form of hallucinogenic drugs or marijuana.
- **Vandalism:** The act of willful destruction of property belonging to others.

- **Weapons:** The act of possessing, using, controlling, transferring, or threatening to use any weapon. A weapon is a gun or firearm, loaded or unloaded or any look alike. Also, any instrument used with the intent of inflicting or threatening bodily harm. Knives or other items deemed inappropriate by school officials may be declared contraband and will be confiscated. In accordance with state and federal law, we have a “no-tolerance” weapons policy.

6.40 - Prevention of and Response to Bullying, Intimidation, and Harassment

BULLYING POLICY

Statement of Intent

The district is committed to providing a caring, friendly, and safe environment for all of our pupils so they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable. If bullying does occur at school, school related activities, or on busses, all pupils should report and know that incidents will be dealt with promptly and effectively.

What Is Bullying?

Bullying is intentionally using power to repeatedly make someone feel bad. Bullying can be emotional (systematically excluding, tormenting), physical (pushing, kicking, hitting, punching), racist (racial taunts, graffiti, gestures), sexual (unwanted physical contact or sexually abusive comments), homophobic (focusing on the issue of sexuality), verbal (name-calling, sarcasm, spreading rumors, teasing), cyber (email and social networking misuse), mobile threats (text messaging and calls), or misuse of associated technology (i.e. camera & video).

Why is it Important to Respond to Bullying?

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. Students who are bullying need to learn different ways of behaving. Schools have a responsibility to respond promptly and effectively to issues of bullying.

Bullying, intimidation, and harassment diminish a student’s ability to learn and a school’s ability to educate. Preventing students from engaging in these disruptive behaviors and providing all students equal access to a safe, non-hostile learning environment are important school goals.

Bullying on the basis of actual or perceived race, color, national origin, immigration status, military status, unfavorable discharge status from the military service, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic is prohibited in each of the following situations:

1. During any school-sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school-sponsored or school-sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.
4. Through the transmission of information from a computer that is accessed at a nonschool-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the school district or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school.

Bullying includes cyber-bullying (bullying through the use of technology or any electronic communication) and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing the student or students in reasonable fear of harm to the student’s or students’ person or property;
2. Causing a substantially detrimental effect on the student’s or students’ physical or mental health;
3. Substantially interfering with the student’s or students’ academic performance; or
4. Substantially interfering with the student’s or students’ ability to participate in or benefit from the services, activities, or privileges provided by a school.

Examples of prohibited conduct include name-calling, using derogatory slurs, stalking, sexual violence, causing psychological harm, threatening or causing physical harm, threatened or actual destruction of property, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

Students are encouraged to immediately report bullying. A report may be made orally or in writing to the district complaint manager (Superintendent) or any staff member with whom the student is comfortable speaking. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the district complaint manager or any staff member. Anonymous reports are also accepted by phone call or in writing.

Procedures

- Report bullying incidents to any staff member. If further follow up is needed, contact Principal or Assistant Principal.
- Bullying incidents will be recorded by staff
- In serious cases, parents of all involved students will be informed and asked to attend a meeting to discuss the problem
- As necessary and appropriate, police will be consulted in extreme cases
- Bullying behavior will be investigated as soon as possible
- Confirmed offenders will have consequences that may include suspension, meeting with the assistant principal, participating in peer mediation, or participating in small group or individual counseling.
- After the incident / incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.

A reprisal or retaliation against any person who reports an act of bullying is prohibited. A student's act of reprisal or retaliation will be treated as bullying for purposes of determining any consequences or other appropriate remedial actions.

A student will not be punished for reporting bullying or supplying information, even if the school's investigation concludes that no bullying occurred. However, knowingly making a false accusation or providing knowingly false information will be treated as bullying for purposes of determining any consequences or other appropriate remedial actions.

Prevention

Staff members will use various methods as needed to prevent bullying. Class meetings in the elementary school and homeroom activities in the middle school are the main venues for discussing bullying with students. Students are encouraged and taught to stand up for a student who is being bullied when they are a bystander. When appropriate, whole school assemblies and parent education may be utilized.

6.45 - Sexual Harassment & Teen Dating Violence Prohibited

Sexual Harassment Prohibited

Sexual harassment of students is prohibited. A person engages in sexual harassment whenever he or she makes sexual advances, requests sexual favors, and/or engages in other verbal or physical conduct, including sexual violence, of a sexual or sex-based nature, imposed on the basis of sex, that:

1. Denies or limits the provision of educational aid, benefits, services, or treatment; or that makes such conduct a condition of a student's academic status; or
2. Has the purpose or effect of:
 - a. Substantially interfering with a student's educational environment;
 - b. Creating an intimidating, hostile, or offensive educational environment;
 - c. Depriving a student of educational aid, benefits, services, or treatment; or
 - d. Making submission to or rejection of such conduct the basis for academic decisions affecting a student.

The terms *intimidating*, *hostile*, and *offensive* include conduct that has the effect of humiliation, embarrassment, or discomfort.

Examples of sexual harassment include touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities. The term *sexual violence* includes a number of different acts. Examples of sexual violence include, but are not limited to, rape, sexual assault, sexual battery, sexual abuse, and sexual coercion.

Teen Dating Violence Prohibited

Engaging in teen dating violence that takes place at school, on school property, at school-sponsored activities, or in vehicles used for school-provided transportation is prohibited. For purposes of this policy, the term *teen dating violence* occurs whenever a student who is 13 to 19 years of age uses or threatens to use physical, mental, or emotional abuse to control an individual in the dating relationship; or uses or threatens to use sexual violence in the dating relationship.

Making a Complaint; Enforcement

Students are encouraged to report claims or incidents of sexual harassment, teen dating violence or any other prohibited conduct to the building principal or social worker. A student may choose to report to a person of the student's same sex. Complaints will be kept confidential to the extent possible given the need to investigate. Students who make good faith complaints will not be disciplined.

6.50 - Cafeteria Rules and Procedures

Lunchroom Conduct

Students are expected to eat their lunch in an orderly manner, remain seated, and practice appropriate table manners. Only quiet talking is allowed. Students are not allowed to share or exchange food at lunch.

Lunch Procedures

Pleasantdale Elementary

Students who bring their own lunches to school are instructed to put them in the portable classroom lunch bins. This task is part of the morning classroom routine. At some time during the morning, the lunch bin is taken to the cafeteria so the lunches will be available when children come in for recess.

On occasion, students may forget to perform the task of putting their own lunch into the lunch bin during the morning classroom routine. Students will never go without food during lunch unless it is their choice. An organizational plan may be put into place for students who struggle with this process.

Considerations will be made for unique circumstances involving special diets, medical concerns, substitute teachers, field trips, assemblies, etc. that might cause changes in classroom and lunchroom routines.

Pleasantdale Elementary Lunch times:

- Kindergarten: 12:15 – 1:00 p.m.
- 1st grade: 12:00 – 12:25 p.m.
- 2nd grade: 12:05 – 12:25 p.m.
- 3rd and 4th grades: 12:35 – 12:55 p.m.

Pleasantdale Middle

Before their lunch period, students stop at their lockers to drop off books and pick up their lunches if they aren't buying them. Students who forget their lunch may stop in the office to call home or they can borrow money from the school secretary to purchase a lunch as available. Borrowed money needs to be repaid the next day. Parents may drop off forgotten lunches in the office. Lunch periods begin at 11:00 a.m. The lunches will be delivered to the lunchroom and put on the stage for pick-up.

Recess Procedures

Pleasantdale Elementary

Recess times:

- Kindergarten: 12:00 – 12:15 p.m.
- 1st grade: 11:45 – 12:00 p.m.
- 2nd grade: 11:45 – 12:05 p.m.
- 3rd and 4th grades: 12:15 – 12:35 p.m.

Students have outdoor recess whenever possible. Students perform better when they get outdoors, even if only for a few minutes. The office staff and principal will make the decision for recess based on the following:

- **Outdoor Recess** (15-20 minutes)

- o 15 degrees F and higher (including wind chill)
- **Brief Outdoor Recess** (5-15 minutes)
 - o 5-14 degrees F (including wind chill)
- **Inside Recess**
 - o below 5 degrees F (including wind chill)

Student must have boots, gloves and snow pants to play in the snow. Those who don't must stay on the blacktop area. Parents should assist children in preparing and wearing appropriate clothing for the weather conditions. Children who do not have proper outdoor clothing will either stay inside for Noon Study or use extra clothing from the nurse's office. Students (or parents) can request to stay inside for Noon Study.

The school provides outdoor equipment for students to use at recess. For safety purposes, please do not bring equipment from home.

Pleasantdale Middle

Rec / Study Hall

All students have a 22 minute rec/study hall period before or after lunch.

When weather permits, students go outside for rec. The library is also available as an indoor study option.

Students in 7th and 8th grade will have 3 days of mandatory study hall.

Students in 5th and 6th grade will have 2 days of mandatory study hall.

All students may participate in a study hall or social room during inclement weather.

- **Outdoor Recess**
 - o 15 degrees F and higher (including wind chill)
- **Inside Recess**
 - o below 15 degrees F (including wind chill)

6.60 - Field Trips

An integral part of the educational program is the opportunity to attend field trips. Field trips are planned around units of study at each grade level. Field trips provide an extension or hands-on experiences that help to expand the classroom experience and enhance the learning of all children. When a field trip is planned, each child must return a signed permission slip. No child will be permitted to participate without parent permission. Children not participating in the field trip activity will receive alternative instruction within the school as arranged by the teacher. Field trips are planned and implemented at the discretion of the grade level team. Some field trips take place out of the building, and others are on-site experiences.

6.70 - Access to Student Social Networking Passwords & Websites

School authorities may require a student or his or her parent or guardian to provide a password or other related account information in order to gain access to the student's account or profile on a social networking website if school authorities have reasonable cause to believe that a student's account on a social networking website contains evidence that a student has violated a school disciplinary rule or procedure.

6.80 - Student Use of Electronic Devices

The use of electronic devices and other technology at school is a privilege, not a right. Students are prohibited from using electronic devices, except as provided herein. An electronic device includes, but is not limited to, the following: cell phone, smart phone, audio or video recording device, personal digital assistant (PDA), ipod®, ipad®, laptop computer, tablet computer or other similar electronic device. Pocket pagers and other paging devices are not allowed on school property at any time, except with the express permission of the building principal.

During instructional time, which includes class periods and passing periods, electronic devices must be kept powered-off and out-of-sight unless: (a) permission is granted by an administrator, teacher or school staff member; (b) use of the device is provided in a student's individualized education program (IEP); or (c) it is needed in an emergency that threatens the safety of students, staff, or other individuals.

Students are allowed to use electronic devices during non-instructional time, which is defined as before and after school, while outside the building.

Electronic devices may never be used in any manner that disrupts the educational environment, violates student conduct rules or violates the rights of others. This includes, but is not limited to, the following: (1) using the device to take photographs in

locker rooms or bathrooms; (2) cheating; and (3) creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction or non-consensual dissemination of private sexual images (i.e., sexting).

The school and school district are not responsible for the loss, theft or damage to any electronic device brought to school.

School officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school disciplinary rule or policy. In the course of an investigation, the student may be required to share the content that is reported in order to allow school officials to make a factual determination.

~~Use or visible possession of electronic devices including, but not limited to: cell phones, iPods, iPads, eReaders or other audio/video devices are only allowed:~~

- ~~● With permission in the main office before and during the school day~~
- ~~● After school outside the building or in the main office~~
- ~~● In the classroom or library, with prior permission from the instructor~~

~~Students bringing these devices to school must have them powered off and not visible or present throughout the day. Faculty members are to direct any student violating this policy to the office. The Pleasantdale School District will not accept responsibility for electronic devices belonging to students that are lost or stolen. Inappropriate use of a cell phone on the school buses in a manner that compromises the safety of any student is also prohibited.~~

Students who violate the policy are subject to the following consequences:

1st Offense: Student is sent to the office and the device is held and parents are notified. Device is returned to the student at the end of the school day.

2nd Offense: Student is sent to the office and the device is held and parents are notified. Device is held in the office until a parent retrieves it.

More than two offenses will be considered blatant disregard for school rules and may result in one or more of the following:

- In school suspension
- Loss of the right to have the electronic device in school for the rest of the year

Chapter 7 - Internet, Technology & Publications

7.10 - Internet Acceptable Use

Internet

All Pleasantdale students and parents must sign an Acceptable Use Policy. (Refer to Appendix I)

Acceptable Use Policy

Each student and parent/guardian is required to sign an Acceptable Use Policy (AUP) annually.

Acceptable Use Policy for the District's Electronic Network

School District 107 believes that the District's Electronic Network (its computers, its local and/or wide area network, and access to the Internet through its computers or local and/or wide area network) offers resources and opportunities for learning and preparing our students for the future. The educational purpose of the District's Electronic Network is to assist with the gathering and exchanging of information related to District curriculum and educational programs and activities. Using the District's Electronic Network effectively enriches the classroom experience.

Copyright and Fair Use

All use of materials in District 107 must honor and abide by the Copyright and Fair Use Guidelines for Educational Multimedia. These guidelines may be reviewed at: <http://www.utsystem.edu/OGC/IntellectualProperty/ccmcguid.htm>

Privilege

The use of the District's Electronic Network is a privilege, not a right, and inappropriate use may lead to access privileges being revoked, school disciplinary action, and/or appropriate legal action.

Inappropriate Use

Based upon the Netiquette guidelines in this policy, the staff will deem what is inappropriate use.

Netiquette

The use of the District's Electronic Network must be in support of and consistent with the mission and educational objectives of the District and the generally accepted rule of network etiquette, "netiquette". These include, but are not limited to, the following:

- Be polite.
- Use appropriate language.
- Use time efficiently and plan ahead.
- Keep personal name, addresses, phone numbers, and other personal identifying information confidential.
- Treat all communication and information accessible via the District's Electronic Network as private property.
- Do not download from the District's Electronic Network without teacher permission.
- Do not access or send data that is racist, sexist, inflammatory, abusive, obscene, vulgar, threatening or in any way inconsistent with the District's code of conduct, and report it promptly if you receive such data.
- Do not access, use, or possess any material that constitutes or furthers academic fraud, plagiarism, or forgery.
- Transmission of any material in violation of any U.S. or State law or regulation is prohibited. This includes, but is not limited to, illegal activities, copyrighted material, threatening or obscene materials, or material protected by trade secret. Messages relating to, or in support of, inappropriate activities will be reported to the relevant authorities and may result in discipline, up to and including expulsion.

Security

Security on any computer system is a high priority. Only authorized accounts may be used. Any attempt to log onto the District's Electronic Network as another user or using a private account will result in disciplinary action as described in the privilege section. Computer accounts, passwords and other types of authorization that are assigned to individual users will not be shared with others in order to maintain confidentiality.

Password guidelines include:

- Students may not give passwords to anyone or allow anyone else to access their account.
- Students may not use anyone else's password.
- Students are responsible for all activity relating to their account.

Email and Social Networking Guidelines

- Students are not allowed to reveal identifiable information or establish relationships on the District's Electronic Network unless a teacher has coordinated the communication.
- Students may not use personal email at school.
- Students are not allowed to individually access social networking sites, chat rooms, bulletin boards, podcasts, instant messaging, etc., without permission from and monitoring by school staff.
- Students are not allowed to make audio or video recordings of another student or staff member without his or her permission.

Off Campus Email and Social Networking Guidelines

Social networking sites include but are not limited to SnapChat, FaceBook, and Instagram. Users of such sites have little control over the content that "friends" post on their site because these sites are in the public domain. With this in mind, no student or parent shall create or maintain a public electronic presence that in any way links to or publicizes Pleasantdale School District 107.

The following guidelines apply:

- Pleasantdale families/students may not use District information such as logos, official seals, or photographs.
- Pleasantdale families/students may not link their personal website to Pleasantdale School District 107 website.
- Pleasantdale families/students may not post inappropriate photographs or content containing any form of Pleasantdale School District 107 identification.
- Pleasantdale families/students may not post inappropriate or harassing content, including blogs or online journaling, linking them in any way to Pleasantdale School District 107.

The District reserves the right to apply disciplinary consequences for computer-related activities conducted off campus if such activity adversely affects or interrupts classroom instruction, District operations, or the safety or well being of students and staff or other members of our community, or constitutes behavior embarrassing to the school. Adults who violate this policy will be reported to the appropriate authorities.

Classroom Technology Use

- Students may only use classroom technological resources for educational purposes with the permission of the classroom teacher.
- No personal software may be installed.

Vandalism

For purposes of this Policy, vandalism is defined as any malicious attempt to harm or destroy any part of the Electronic Network, including the data of any other user. Vandalism will result in disciplinary action as described in the privilege section.

Privacy

Any electronic communications or files created on, stored on, or sent to, from, or via the District's Electronic Network are the property of the District. Consequently, users do not have any expectation of privacy with respect to such communications and files. Use of the District's Electronic Network to create, store, send, receive, view, or access any electronic communication or other file constitutes consent by the user for the District to access and review such files and to turn them over to the appropriate authorities if appropriate.

Responsibilities

Effective use of the Internet becomes a joint commitment for all users. The following list reflects shared responsibilities.

The District will:

Ensure that each district computer with Internet access shall have a filtering device that blocks entry to visual depictions that are (1) obscene (2) pornographic, or (3) harmful or inappropriate for students, as defined by the Children's Internet Protection Act and as determined by the Superintendent or designee. The Superintendent or designee shall enforce the use of such filtering devices. An administrator, supervisor, or other authorized person may disable the filtering device for bona fide research or other lawful purposes provided the person receives prior permission from the Superintendent or system administrator.

The District shall monitor the use of the computer network by students and any other minor users to ensure compliance with this policy and any other terms or conditions of Electronic Network access imposed under administrative regulations.

The Superintendent or designee shall include measures in this policy's implementation plan that:

- Prohibit student access to inappropriate matter as well as restricting access to harmful materials;
- Assure student safety and security through direct supervision;
- Prohibit unauthorized access, including "hacking" and other unlawful activities; and
- Prohibit unauthorized disclosure, use and dissemination of personal identification information.

Parents/Guardians will:

- Read and abide by the terms and conditions stated in the Acceptable Use Policy.
- Talk to their children about setting up family guidelines for using the District's Electronic Network
- Accept full responsibility for supervision of students' use of the Internet while not in school.
- Monitor materials generated at home to determine appropriateness for the school setting.

Students will:

- Read and abide by the terms and conditions stated in the Acceptable Use Policy.
- Report any incident or information that violates this policy.

7.20 - Guidelines for Student Distribution of Non-School Publications

(Updated: November 2015)

A student or group of students seeking to distribute more than 10 copies of the same material on one or more days to students must obtain permission from the building principal at least 24 hours in advance and follow provided guidelines for time and place of distribution.

Chapter 8 - Search and Seizure and Personal Property

8.10 - Search and Seizure

INSPECTION/SEARCH OF SCHOOL PROPERTY AND EQUIPMENT

Given reasonable suspicion, the administration may inspect and search places and areas such as lockers, desks, parking lots, and other school property and equipment owned or controlled by Pleasantdale District 107, as well as personal effects left in those places by a student, without notice to or consent of the student or parent/guardians, and without a search warrant. The administration may request the assistance of law enforcement officials for the purpose of conducting inspections and searches. If a search produces evidence that a student has violated or is violating either the law, local ordinances, or the school's policies or rules, such evidence may be seized by the administration and disciplinary action may be taken. The administration may also turn over such evidence to law enforcement officials.

In order to maintain order safety and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. "School authorities" includes school liaison police officers.

School Property and Equipment as well as Personal Effects Left There by Students

School authorities may inspect and search school property and equipment owned or controlled by the school (such as, lockers, desks, and parking lots), as well as personal effects left there by a student, without notice to or the consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there. The building principal may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other illegal or dangerous substances or materials, including searches conducted through the use of specially trained dogs.

Students

School authorities may search a student and/or the student's personal effects in the student's possession (such as, purses, wallets, knapsacks, book bags, lunch boxes, etc.) when there is a reasonable ground for suspecting that the search will produce evidence the particular student has violated or is violating either the law or the school or district's student rules and policies. The search will be conducted in a manner that is reasonably related to its objective of the search and not excessively intrusive in light of the student's age and sex, and the nature of the infraction.

School officials may require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates the school's disciplinary rules or school district policy. In the course of the investigation, the student may be required to share the content that is reported in order for the school to make a factual determination.

Seizure of Property

If a search produces evidence that the student has violated or is violating either the law or the school or district's policies or rules, evidence may be seized and impounded by school authorities, and disciplinary action may be taken. When appropriate, evidence may be transferred to law enforcement authorities.

8.20 – Personal Property

Toys, games, cameras, radios, and similar personal property should not be brought to school without prior approval. The school cannot provide safeguards for such items. Students must not keep valuables in their lockers. Middle school students are expected to keep locker combinations confidential.

Chapter 9 - Athletics and Extra-Curricular Activities

Pleasantdale Elementary

Pleasantdale Elementary offers all students an opportunity to develop their abilities and skills through participation in a variety of after school clubs/activities and seasonal sport offerings. Participation in and/or attendance at activities is a privilege and not a right.

Pleasantdale Middle

Pleasantdale Middle School offers a variety of athletic and co-curricular opportunities throughout the year. Participation in these activities is a privilege and not a right. It is the student's responsibility to maintain eligibility by meeting all academic and behavioral standards. Students staying after school must remain in a supervised area.

Academic Eligibility Rules for Athletics and Co-Curricular Activities

- A student with three D class averages or any F class average is ineligible to **participate** in any practice or game.
- Ineligible students **must** report to library for academic study time during games and practices.
- A student remains ineligible until their averages are raised to meet the criteria.
- Every Friday, students' eligibility will be determined.

Other Eligibility Rules for Athletics

- A current sports physical is required to be on file in the school nurse's office **prior** to participation.
- Written permission must be given by parent/guardian
- Compliance with **Code of Conduct** is required.

Code of Conduct

As a member of a Pleasantdale Middle school athletic team, athletes are considered to be in positions of leadership, representing themselves, their families, the team, school, district and community. Therefore, along with the privilege of participation comes the expectation of a higher standard of behavior and conduct.

Students are expected to:

- Follow the district's discipline plan at all times
- Display good sportsmanship and citizenship
- Maintain good conduct and performance in classrooms
- Support individual and whole team efforts

9.30 - Student Athlete Concussions and Head Injuries

Student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois Elementary School Association¹ before being allowed to participate in any athletic activity, including practice or competition.

A student who was removed from practice or competition because of a suspected concussion shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the School District's return-to-play and return-to-learn protocols.

A student athlete who exhibits signs, symptoms, or behaviors consistent with a concussion in a practice or game will be removed from participation or competition at that time. A student athlete who has been removed from an interscholastic contest for a possible concussion or head injury may not return to that contest unless cleared to do so by a physician licensed to practice medicine in all its branches in Illinois or a certified athletic trainer. If not cleared to return to that contest, a student athlete may not return to play or practice until the student athlete has provided his or her school with written clearance from a physician licensed to practice medicine in all its branches in Illinois or a certified athletic trainer working in conjunction with a physician licensed to practice medicine in all its branches in Illinois.

Chapter 10 - Special Education and Support Services

10.10 - Education of Children with Disabilities

Special Education

District 107's children with disabilities between the ages of 3 and 15 who have been evaluated and identified as requiring special education services based on State and Federal criteria, will be provided a free appropriate elementary public education in the least restrictive environment possible.

10.20 - Discipline of Students with Disabilities

Discipline of Special Education Students

The District shall comply with the Individuals With Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's Special Education rules when disciplining special education students. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of his or her disability.

BEHAVIORAL INTERVENTION POLICY

Students with Disabilities

The use of positive behavioral interventions with students with disabilities will be given the highest priority in District 107. When behavioral interventions are used, they will be used in consideration of the child's physical freedom and social interaction and be administered in a manner that respects human dignity and ensures a student's right to placement in the least restrictive environment. Parents and students will be informed annually of the existence of the policy in each school's Student Handbook.

10.25 – Support Services

Teachers will contact the grade level team or principal to arrange a meeting to review the current level of performance when concerned about a student's academic progress. The following are special services available:

English Language Learners (ELL) Services

Pleasantdale School District offers a Transitional Program of Instruction (TPI) for the limited English proficient student. This program teaches non-English and low-English proficient students' oral language skills and literacy skills.

Reading Explorers – Pleasantdale Elementary

This program is targets children who need individual or small group instruction/reinforcement in reading. The reading specialist, in conjunction with the classroom teacher, reviews students' reading progress periodically during the school year. This review includes an analysis of achievement results, phonics tests, and additional diagnostic information. Following the identification of students, parents are contacted regarding permission for additional assessment. In most cases, the child completes an informal reading assessment that identifies the child's independent, instructional, and frustration reading levels. A reading improvement program for the child is recommended to the parents if results indicate a need for reinforcement of reading skills.

Reading Lab – Pleasantdale Elementary

Students who have been identified as reading substantially below grade level will receive Reading Lab services. Instead of attending Spanish, students remain in the classroom with their homeroom teacher and focus on reading comprehension strategies. Parents will be notified during the summer and/or at the beginning of the school year if their child is in Reading Lab including details about this program.

Math Lab – Pleasantdale Elementary

Students who have been identified as performing below grade level in math are assigned to attend Math Lab during or after school. The program is designed to help students improve math performance so that they are functioning at grade level or above.

Reading Lab/Math Lab - Pleasantdale Middle

Students whose test scores indicate reading comprehension or math skills that are significantly below average, and whose teachers have indicated a need for extra support, will be considered for an extra period of reading and/or math. Reading Lab and Math Lab classes are small and limited to one grade level. Parents will be notified of this schedule change and will receive results of standardized assessments and students' progress during the course of the year.

Social Work

As part of Pleasantdale District 107's mission, the district recognizes the need for each student to develop appropriate social, emotional, and behavioral skills. To that end, social work services are provided to students and their parents in collaboration with teachers and administrators.

Speech/Language

Students who have speech and/or language difficulties may be referred to the speech/language therapist for evaluation. In addition, the speech therapist completes a yearly screening of primary-age students. Parents are contacted following the initial screening when it is determined that further screening is necessary. Following parent permission, the child is screened, and the parent and therapist meet to review the results and discuss a plan of speech/language instruction. The child may meet with the therapist individually, in a small group, or receive support in the regular classroom setting.

Student Support Team (SST)

The Student Support Team consists of professionals from different disciplines who utilize a problem solving process to develop, monitor, and evaluate intervention plans for improving the school performance of identified students. Parents are encouraged to contact their child's teacher with any concerns.

Rtl (Response to Intervention)

A detailed explanation of the Rtl process is located on the District website.

Summer Academy

A booklet containing course descriptions, tuition, and other pertinent information is available by early spring of each school year.

Chapter 11 - Student Records & Privacy

11.10 - Student Privacy Protections

Student and Family Privacy Act

Student and family privacy rights are protected under Board Policy 7:15 which can be viewed on the district website at www.d107.org

11.20 - Student Records

Every effort is made to ensure the rights of parents and students as provided under the 1974 Family Educational Rights and Privacy Act and the Illinois School Student Record Act of 1975. Copies of these laws pertaining to student records are available in each school building.

Student records, classified as either permanent or temporary, are maintained to ensure a continuous educational program for each student. Parents are granted access to all official records pertaining to their children. Record review information, including forms requesting access to records, is available in the school offices.

In cases where parents are divorced, the non-custodial natural parent has right to records, notice of meetings, conferences, etc., upon request to the building principal. If there is a court order to the contrary, it is the responsibility of the custodial parent to inform the school of such restrictions.

All temporary student records are destroyed within five years after graduation, transfer or other permanent withdrawal of the student. Permanent records are maintained for 60 years.

Student Permanent Record means the minimum personal information necessary to a school in the education of the student and contained in a school student record. Such information may include the student's name, birth date, address, grades and grade level, parents' names and addresses, attendance records, and such other entries as the State Board may require or authorize.

Student Temporary Record means all information contained in a school student record but not contained in the student permanent record. Such information may include family background information, intelligence test scores, aptitude test scores, psychological and personality test results, teacher evaluations, and other information of clear relevance to the education of the student, all subject to regulations of the State Board. The information shall include information provided under Section 8.6 of the Abused and Neglected Child Reporting Act. In addition, the student temporary record shall include information regarding serious disciplinary infractions that resulted in expulsion, suspension, or the imposition of punishment or sanction. For purposes of this provision, serious disciplinary infractions means: infractions involving drugs, weapons, or bodily harm to another.

Parents are notified prior to the transfer of records and, within a period of 10 days, may request permission to inspect all records being transferred. By parent request, family names may be excluded from any listing published by the school for general distribution.

Chapter 12 - Parental Right Notifications

12.20 - Standardized Testing and District Assessments

STUDENT ASSESSMENTS

Preschool Screening

All District 107 children between 36 months and 60 months of age are eligible for a free preschool screening to determine if a child is developing within expected benchmarks for his/her age group. The screening includes speech and language, vision, hearing, gross and fine motor development. The screenings are held in October and February at the Elementary School. Parents may call the Elementary Office for more information or to schedule an appointment. Dates of screenings are listed in local newspapers.

AIMSWEB

AIMSWEB is a Curriculum Based Measurement (CBM) assessment. It is a benchmark and progress monitoring system based on direct, frequent, and continuous student assessment. This assessment is designed to be a short (one minute) measure to monitor the development of pre-reading and early reading skills. AIMSWEB reading is administered in the fall, winter and spring to all students at the Elementary School. AIMSWEB math is administered to students in kindergarten and first grade. Results are sent home to parents on a regular basis.

Standardized Tests

Students in grades 3-8 are given the PARCC examination, the Illinois State Board of Education required national assessment. This assessment measures student performance in English Language Arts and Math.

Additionally, the STAR assessment is given three times annually, at the start, end and mid-year. This assessment measures student growth and performance in math and English language arts.

12.30 - Homeless Child's Right to Education

When a child loses permanent housing and becomes a homeless person as defined by law, or when a homeless child changes his or her temporary living arrangements, the parent or guardian of the homeless child has the option of either:

1. continuing the child's education in the school of origin for as long as the child remains homeless or, if the child becomes permanently housed, until the end of the academic year during which the housing is acquired; or
2. enrolling the child in any school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

12.40 - Sex Education Instruction

Students will not be required to take or participate in any class or course in comprehensive sex education if his or her parent or guardian submits a written objection. The parent or guardian's decision will not be the reason for any student discipline, including suspension or expulsion. Nothing in this Section prohibits instruction in sanitation, hygiene or traditional courses in biology.

Parents or guardians may examine the instructional materials to be used in any district sex education class or course.

12.60 - English Learners

The school offers opportunities for English Learners to develop high levels of academic attainment in English and to meet the same academic content and student academic achievement standards that all children are expected to attain.

Parents/guardians of English Learners will be: (1) given an opportunity to provide input to the program, and (2) provided notification regarding their child's placement in, and information about, the District's English Learners programs.

For questions related to this program or to express input in the school's English Learners program, contact

_____ at _____.

Mandated Reporter

All certified staff members are required by law to report suspected incidents of child abuse and/or neglect to the Department of Children and Family Services. Our role is to protect children from harm. Details regarding any individual child's protection are a matter held in strictest confidence by all adults involved.

12.110 - Sex Offender Notification Law

State law prohibits a convicted child sex offender from being present on school property when children under the age of 18 are present, except for in the following circumstances as they relate to the individual's child(ren):

1. To attend a conference at the school with school personnel to discuss the progress of their child.
2. To participate in a conference in which evaluation and placement decisions may be made with respect to their child's special education services.
3. To attend conferences to discuss issues concerning their child such as retention or promotion.

In all other cases, convicted child sex offenders are prohibited from being present on school property unless they obtain written permission from the superintendent or school board.

Anytime that a convicted child sex offender is present on school property – including the three reasons above - he/she is responsible for notifying the principal's office upon arrival on school property and upon departure from school property. It is the responsibility of the convicted child sex offender to remain under the direct supervision of a school official at all times he/she is in the presence or vicinity of children.

A violation of this law is a Class 4 felony

12.120 - Violent Offender Community Notification

State law requires that all school districts provide parents/guardians with information about sex offenders and violent offenders against youth.

You may find the Illinois Sex Offender Registry on the Illinois State Police's website at:
<http://www.isp.state.il.us/sor/>.

You may find the Illinois Statewide Child Murderer and Violent Offender Against Youth Registry on the Illinois State Police's website at:
<http://www.isp.state.il.us/cmvo/>.

Pleasantdale School District 107

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(708) 784-2013 • Fax: (708) 246-0161 • www.d107.org

Pleasantdale Elementary School Goals

The School Improvement Goals identified specific targets to promote a Healthy and Safe Environment, improve Teaching and Learning, and improve the Climate and Culture of the school. The four developed goals are listed below with highlights of the current progress to date in each.

Goal Area 1: Teaching & Learning: Establish and implement a Math intervention program that meets during the school day.

- This pull-out support program during the school day began in February right after midyear data meetings. Math data was included in these meetings for the first time.
- Math Lab after school has remained the same at most grade levels because staff felt strongly the students benefitted from and still needed this support. Math Lab has changed in 2nd grade to more of a “math club” and is open to all 2nd graders. The staff felt this “math club” approach may be the future role of after school Math Lab.

Goal Area 2: Teaching & Learning: Students in Reading Intervention will meet or exceed their expected growth targets (a year’s growth within a year’s time).

- Reading Lab - classroom teacher meets with students needing support. This intervention takes place in lieu of a student’s Spanish class.
- Reading Explorers - students see one of the reading specialists from 2-5 days weekly.
- Data from midyear data meetings show most students are meeting or exceeding growth targets. Those students not meeting targets are receiving additional support. This additional support could be an increase in intervention minutes and/or alternative approaches/programs.

Goal Area 3: Culture & Climate: Increased opportunities for shared leadership and staff input into the decision making process will be fostered through the development of new committees and the re-engagement of existing structures to promote building level climate and culture.

- Staff leadership opportunities include: Preschool Task Force, Scheduling Committee, Student Council, “Buddies,” TAP/Administration Climate, and extended roles for Lead Teachers.

Goal Area 4: Early Childhood Learning: The preschool program will redefine its mission, purpose, and philosophy; this redefinition will result in program improvements.

- The preschool team researched best practice and structures at surrounding schools and presented at the January Board meeting. All preschool sections will be multi-age classrooms for 2016-2017.
- There was also the elimination of 2-day option. The 3-day and 5-day options are more beneficial for our youngest learners. The Tuesday/Thursday class was difficult for many students retaining knowledge and becoming accustomed to classroom routines.
- The preschool team also revised their brochure and will distributing this over spring break.

Mission

Ensure that each student is a passionate learner empowered with the Academic and social skills to responsibly choose and excel in life pursuits.

Pleasantdale School District 107

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Pleasantdale Middle School Goals:

The Pleasantdale Middle School School Improvement Goals identified specific targets to promote a Healthy and Safe Environment, improve Teaching and Learning, and improve the Climate and Culture of the school. The four developed goals are listed below with highlights of the current progress to date in each.

Goal Area 1: Teaching and Learning: Pleasantdale Middle School will meet or exceed projected growth targets in Math and Reading, as measured by the STAR assessment.

While this goal is in progress, to be formally measured in the Spring, our Winter Data reviews demonstrated significant improvement with students in interventions. Students are actively participating in Goal Setting in many classes in order to take ownership of this goal and their learning.

Goal Area 2: Teaching and Learning: The Schoolwide Multi-Tiered System of Support will be further developed to include clear processes and systems to address student behaviors and tools to support growth and academic improvement.

This year, we have developed systems of support and intervention, under the leadership of the MTSS school committee. Students are currently being supported through individually tailored intervention tools, focusing on developing improved student behaviors and establishing academic targets.

Goal Area 3: Climate and Culture: Increased opportunities for shared leadership and staff input into the decision making process will be fostered through the development of new committees and the re-engagement of existing structures to promote building level climate and culture.

One of the keys to meeting this goal was developing the Climate Committee. Consisting of representational membership from the staff, this committee is scheduled monthly to review building level concerns and areas for improvement. The MTSS committee is providing leadership with student behaviors and academic concerns. Our Team Leaders are taking an increased role in addressing building level leadership concerns. Additionally, we have seen a significant increase in staff members leading professional development activities at institute days and at building level meetings.

Goal Area 4: Teaching and Learning: The school and district level Gifted education program will be reviewed by a committee of instructional staff and administration in order to 1) develop clear identification for student program participation, 2) explore best practices and delivery and models of services, and 3) provide the greatest levels of supports for qualifying students.

The Gifted Education Committee has been actively meeting to address this goal. We have been working with our area schools to review their practices, as well as working with the Northwestern Center for Gifted and Talented. A presentation will be shared with the Board at the April meeting.

Mission


Ensure that each student is a passionate learner empowered with the Academic and social skills to responsibly choose and excel in life pursuits.



School Improvement Plan

Pleasantdale Elementary School 2015-16

Goal Area 1: Teaching and Learning

1. Establish and implement a Math intervention program that meets during the school day.
 2. Students in Reading Intervention will meet or exceed their expected growth targets (a year's growth within a year's time).
- 

Teaching and Learning

- Math Response to Intervention (RtI)
 - This began in February. Mrs. Cathy Grundke works with K-4 students 2-4 days weekly for supplemental math instruction. Students were identified using STAR, AIMSweb, and classroom teacher input.
- Reading Interventions
 - Reading Lab
 - Reading Explorers



Thursday, Feb 25, 20

Dear Mrs. Grundie,

Hi, Mrs. Grundie I like the stuff
we do for math at 2:17 my favori
part we do in are group is the
ipad and the bingo. This group is
awesome! and cool and i lern a lot
in that group to yay! (I like the)
word yay! Have a grate day!


* * * * *

Your friend,



Goal Area 2: Climate and Culture

Increased opportunities for shared leadership and staff input into the decision making process will be fostered through the development of new committees and the re-engagement of existing structures to promote building level climate and culture.



Climate and Culture - Leadership

Preschool Task Force

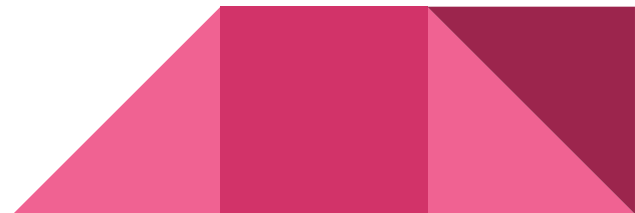
Scheduling Committee

Student Council

“Buddies” program

TAP/Administration Climate

Lead Teachers - Building Usage



Goal Area 3: Early Childhood Learning

The preschool program will redefine its mission, purpose, and philosophy resulting in program improvements.



Early Childhood Learning

Multi-age classrooms for 2016-2017

Elimination of 2-day option

Communication - revised brochure



SEL

I learn. What is your superpower?





School Improvement Plan

Pleasantdale Middle School 2015-
16

2014-15 SIP

- Healthy and Safe Environment
- Teaching and Learning
- Multi-Tiered System of Support
- Utilizing Data to Support Student Learning

Goal Area 1: Teaching and Learning

Goal Statement: Pleasantdale Middle School students will meet or exceed projected growth targets in Math and Reading, as measured by the STAR assessment.

Goal Progress:

- Goal in progress, to be evaluated following May STAR assessment.
- Winter Data review demonstrated significant progress from many students in interventions and 8th Grade students for High School Placement
- Students participating in Goal Setting in many courses to self monitor progress.

Goal Area 2: Teaching and Learning

Goal Statement: The school-wide Multi-Tiered System of Support (MTSS) will be further developed to include clear processes and systems to address student behaviors and tools to support growth and academic improvement.

Goal Progress:

- MTSS committee established to review current practices, identify students requiring interventions, and evaluate progress.
- Staff survey developed to be implemented in Spring to further seek staff input for needs and assess program.
- Several students currently being assisted through developed intervention tools

Goal Area 3: Climate and Culture

Goal Statement:

Increased opportunities for shared leadership and staff input into the decision making process will be fostered through the development of new committees and the re-engagement of existing structures to promote building level climate and culture.

Goal Progress:


- Climate Committee established to assist with building level concerns.
- Team Leaders engaged in greater leadership responsibilities.
- MTSS Committee established to assist with behavioral interventions.
- Staff members actively engaged in providing professional development for peers.

Goal Area 4: Teaching and Learning



Goal Statement:

The school and district level Gifted Education program will be reviewed by a committee of instructional staff and administration to: develop clear identification procedures for student program participation; explore best practices and delivery models of services; provide greatest level of supports for qualifying students.



Goal Progress:

- Gifted Evaluation Committee has met multiple times to review current program, area programs, best practices, and establish program targets.
- Additional assessments/measures have been identified, aligning with similar districts. (CogAT,MAP)
- Rubrics for placement being developed in collaboration with Northwestern Center for Gifted and talented and through review of area school districts.
- Presentation of committee work to be shared at April Board Meeting.

The image features a solid blue background. In the top-right and bottom-left corners, there are decorative geometric patterns composed of overlapping triangles and quadrilaterals in shades of pink, yellow, and light blue. The text is centered on the page.

Questions?

Comments?

Pleasantdale School District 107

Administrative Office • 7450 S. Wolf Road • Burr Ridge, IL 60527
(708) 784-2013 • Fax: (708) 246-0161 • www.d107.org

Strong relationships are the foundation of leadership, and good communication is the foundation of strong relationships.

Over the course of the past year, the district has hosted a Communications Advisory Team (CAT) to help guide the district's communications with the community. The CAT meets monthly, and membership includes the superintendent, superintendent's secretary, communication coordinator, parents, teachers, and Board of Education members. At the first meeting, the team created a guiding statement that was meant to add focus to the work for the year:

In District 107, we believe in two-way communication that is timely, clear, and concise. The District strives to be responsive to the community and to communicate in a way that meets the needs of a diverse population. Communication plans should reflect the changing needs of the community and be driven by data.

Over the course of the year, the CAT has made significant decisions and improvements to how we communicate with our families and community, including:

- A comprehensive [communications plan](#) that includes clear action steps, deliverables, and measures to ensure that we are fully communicating with all stakeholders.
- A grade-by-grade inventory (created by the teachers on CAT) of communication methods at each grade level. The goal of this inventory is to provide parents with the information they need to best communicate with their child's teacher(s).
- Changes to the website including adding a translator with over 60 languages, pushing our web provider to add a mobile site, and cleaning up the website to make it more user friendly.
- Tutorials to help parents to better navigate Skyward, an important tool used to communicate with our parents. CAT realized that we may have parents who choose not to use Skyward because they do not understand the user interface. As such, we have created two demo videos, one that explains [Skylert](#) and one that walks parents through the process of [checking grades in Skyward](#).
- Approval for the district to contract with School Perceptions to engage our students, staff, and parents in a culture/climate study. The data from these surveys will help inform future decisions and planning.

In a short period of time, the Communications Advisory Team has had a positive impact on the community and will continue to guide and monitor the district's communication planning.

Mission

Ensure that each student is a passionate learner empowered with the Academic and social skills to responsibly choose and excel in life pursuits.

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Main Takeaways

- Communications Advisory Team (superintendent, superintendent's secretary, communication coordinator, parents, teachers, and Board of Education members) has met monthly over the course of the school year.
- The CAT has made great progress and has had a positive impact on the community.
- The CAT recommends a parent, staff, and student survey using School Perceptions.

Mission

Ensure that each student is a passionate learner empowered with the Academic and social skills to responsibly choose and excel in life pursuits.

Communications Advisory Team Update

Presented by Dave Palzet

November:

~Membership
~Guiding
Statement

January:

~[Skyward Tutorials](#)
~Communication
structures by grade
~Board Briefs

March:

~Community Survey



2015 - 16 School Year

December:

~Communications
plan
~Website
Improvements

February:

~District YouTube
Channel
~Superintendent's
Newspaper column

Questions/Discussion