

Regular Meeting

Wednesday, March 20, 2019 7:00 PM

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

I. Roll Call / Visitors

II. Pledge of Allegiance

III. Open Forum: Board Policy 2:230 (those wishing to speak will be given time to address the Board regarding agenda or non-agenda items)

IV. * Consent Agenda (5 Minutes)

IV.A. Approve Regular Meeting Minutes of February 20, 2019

IV.B. Approve Closed Session Minutes of February 20, 2019

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

IV.D. Approve General Counsel - Kriha Law Firm

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

IV.F. Approve FY20 Preliminary Staffing Recommendation

IV.G. Approve March 2019 Personnel Report

V. Reports and Discussion Items

V.A. Informational Updates

V.A.1. Library Update

V.A.2. Strategic Blueprint Update

V.B. Administration's Report

V.B.1. Professional Learning Update (10 Minutes)

V.B.2. FY19 Parent/Student Handbook (15 Minutes)

V.B.3. Program Cost Analysis (10 Minutes)

V.B.4. Review Board Policy 2:230 Public Participation at School Board Meetings... (10 Minutes)

V.B.5. School Improvement Plan Update (15 Minutes)

V.B.6. eLearning Day Review (15 Minutes)

V.B.7. Board of Education Information Requests (5 Minutes)

V.B.7.a. Approve Board of Education Information Requests

VI. Items for Next Agenda: (5 Minutes)

VI.A. Middle School Schedule Recommendation; Approve Library Bids; Discuss Summer Construction Projects; Review School Board (sec. 2) Board policies; Review of Service Provider Bids/Contracts.

VII. Open Forum: Board Policy 2:230 (individuals will be given time to address the Board regarding agenda or non-agenda items)

VIII. Closed Session (30 Minutes)

VIII.A. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District.

VIII.B. Student disciplinary cases

VIII.C. Litigation, when an action against, affecting or on behalf of the particular district has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probably or imminent, in which case the bias for the finding shall be recorded and entered into the closed meeting minutes.

IX. Written Reports

IX.A. FOIA

X. Adjournment

MINUTES OF THE BOARD OF EDUCATION

Regular Meeting Administration Building 7:00 p.m.– 8:59 p.m. February 20, 2019

Members Present:

- Mark Mirabile, Presiding Officer
Jon Buralli
Vipul Dedhia
Mary Lenzen
David Negron
Michael Rak
Kristin Violante

ROLL CALL AND VISITORS

Present with Superintendent Dave Palzet were staff members Erika Sawosko, Jennifer Ban, Frank Adams, Kathleen Tomei, Debbie Lubeck, Griffin Sonntag and Brianne Malatt.

PLEDGE OF ALLEGIANCE

Middle school students displayed their chalk drawings they have been working on in Mrs. Washburn’s art class. The students lead the pledge of allegiance.

ACTION NO. 22 Consent Agenda

Motion by Buralli, seconded by Rak, that the Board of Education approve the consent agenda consisting of: regular meeting minutes of January 16, 2019; closed session meeting minutes of January 16, 2019; payment of January Payroll/February Warrants; bidding process for library renovation; FY20 School Calendar; February 2019 Personnel Report consisting of the resignation of part time instructional aide Paula Berger effective January 31, 2019. Motion carried by a roll call vote of 6 ayes (Buralli, Dedhia, Lenzen, Mirabile, Negron, Rak) abstain – Violante.

REPORTS AND DISCUSSION ITEMS

eLearning Day

Superintendent Palzet reported that on February 19th the district launched its first eLearning (engaged learning) day. An eLearning day requires students to complete activities and lessons at home and allows the district to use this as a student attendance day. The preliminary feedback from teachers, students, and parents is that our eLearning day was a huge success. However, the district is in the process of collecting survey data from parents, students, and teachers to better assess the effectiveness of our eLearning experience. The administration will provide a much more detailed report of our eLearning day at the March Board of Education meeting.

Board Attorney Interview Update

Over the course of the last month, members of the Board of Education and the administration interviewed law firms. The interview committee recommends the firm Kriha Law to serve as the Board’s general council. This firm’s ability to provide personalized service as well as the staff’s depth of knowledge made Kriha Law the clear choice for our district. We are currently negotiating the terms of service and expect to bring an item for approval to the March Board of Education meeting. The district will continue to work with Franczek for property tax appeals.

Library Update

Per the Board's request, on January 24th, the administration hosted a town hall meeting to help the community better understand the need for the project and the scope and financing of updated libraries. At the town hall, the administration was able to present the project and answer questions. In addition to the administration, district architect Mike Henderson attended and confidently answered any questions that were asked. The next step is to assemble the bid package and evaluate qualified bidders.

Strategic Blueprint Update

Superintendent Palzet provided the Board with an update on the progress made on our district's Strategic Blueprint over the course of the last month. Dr. Palzet shared that the district is making good progress on our Building Learning Environment goal to form a Social/Emotional Learning stakeholder committee to examine the feasibility and options to best meet the needs of our students. The district SEL committee is in the process of examining the SEL standards and completing a needs assessment of our current SEL programming to determine our strengths and areas of growth for each SEL standard. The committee continues to meet regularly and, once complete with their work, will bring recommendations to the Board. Additionally, in our Building Learning Environments goal, we continue to implement our community developed safety plan. This month the district ordered several trauma kits which will be strategically placed throughout the buildings and are accessible to teachers in the event of a crisis.

Fourth to Fifth Grade Transition Plan

Our Strategic Blueprint goal, Building Learning Environments, requires the district to develop articulation processes for grade-to-grade transitions. Dr. Ban, Ms. Tomei, and Mr. Sonntag presented the plan that has been put in place to ease the transition Pleasantdale Elementary School to Pleasantdale Middle School. Highlights of the plan include increased articulation between fourth and fifth grade staff, multiple opportunities for incoming middle schools to engage with the middle school, and timely notification of fifth grade placement to parents.

Preliminary Staffing Recommendations

Dr. Palzet presented the preliminary staffing recommendations to the Board of Education. These recommendations include staffing levels that best reflect our projected student enrollment. Additionally, Dr. Palzet recommended the addition a .5 special education teacher at the elementary school and a 1.0 special education teacher at the middle school. The purpose of these new positions allows us to meet our Strategic Blueprint goal of implementing a co-teaching model of service for our students.

Program Cost Analysis

Business Manager Frank Adams presented to the Board a cost analysis regarding Bright Beginnings preschool and extended day Kindergarten. Mr. Adams will present to the Board the technology cost analysis at the March Board meeting.

Lyons Township Treasurer Update

Over the course of the past several years we have discussed the role of the Lyons Township Treasurer's Office (LTTO) in relation to our district operations and finances. In December, the Board passed a resolution allowing our Board President to work with the other township school board presidents to seek out options to modify our relationship with the LTTO. As work unfolds, it is important to keep the Board and the community updated on this progress. Board President Mark Mirabile shared a letter sent to Representative Durkin and a list of questions sent to the LTTO.

Review Governance and Planning (sec. 1) Board Policy

Each month the Board reviews its policies to ensure that the policy reflects the current realities of running a school district. Currently section 1 is up to date and no revisions are necessary.

Board of Education Information Requests

No requests were made at this time.

NEXT AGENDA

Items submitted for the March agenda include: eLearning Day Review; Professional Learning Update; 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; FY20 Parent/Student Handbook; Approve Board attorney; Middle School schedule recommendations, review Board policy 2:230.

ACTION NO. 23

Closed Session

Motion by Violante, seconded by Lenzen, that the Board of Education go into closed session at 8:29 p.m. to discuss student disciplinary cases. Motion carried by a roll call vote of 7 ayes (Buralli, Dedhia, Lenzen, Mirabile, Negrón, Rak, Violante).

David Negrón left the Board meeting at 8:30 p.m.
The Board came out of closed session at 8:58 p.m.

ADJOURNMENT

Motion by Rak, seconded by Dedhia, that the regular meeting adjourns at 8:59 p.m. Voice vote. Motion carried.

App. ___ President _____ Secretary _____

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1218

03/22/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
McCoy, Art						
Check Group:						
Reimburse for work shoes per contract		1	0	V641331 3/13/2019	20.5.2540.4000.300.0000	\$50.00
				Check #: 0		
					PO/InvoiceTotal:	\$50.00
					Vendor Total:	\$50.00
Ratcliff, Daniel S						
Check Group:						
Reimburse for MS musical supplies		1	0	V997143 3/14/2019	10.5.1500.4031.200.0000	\$403.90
				Check #: 0		
					PO/InvoiceTotal:	\$403.90
					Vendor Total:	\$403.90
Soverino, Jennifer M						
Check Group:						
Reimburse for classroom supplies		1	0	V201307 3/11/2019	10.5.1125.4000.100.0000	\$26.11
				Check #: 0		
					PO/InvoiceTotal:	\$26.11
					Vendor Total:	\$26.11
Tatina, Anthony						
Check Group:						
Reimburse for travel exp/IMEC conf		1	0	V845549 3/11/2019	10.5.1002.3320.200.0000	\$408.43
				Check #: 0		
					PO/InvoiceTotal:	\$408.43
					Vendor Total:	\$408.43
Tomei, Kathleen J						
Check Group:						

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1218

03/22/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Reimbursement/Aide breakfast supplies		1	0	V561428 3/14/2019	10.5.1001.4000.100.0000	\$45.89

Check #: 0

PO/InvoiceTotal:	<u>\$45.89</u>
Vendor Total:	<u>\$45.89</u>
Grand Total:	<u>\$934.33</u>

End of Report

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1217 03/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Alison H Gordon						
Check Group:						
Feb 27 Mentor workshop		1 0		V443002 3/4/2019	10.5.2213.3100.100.0000	\$450.00
Feb 27 Mentor workshop		1 0		V443002 3/4/2019	10.5.2213.3100.200.0000	\$450.00
					Check #: 0	
					PO/InvoiceTotal:	<u>\$900.00</u>
					Vendor Total:	<u>\$900.00</u>
All-Types Elevators Inc						
Check Group:						
Srv elevator doors/admin bldg		1 0		9838506 2/19/2019	20.5.2540.3201.200.0000	\$313.00
					Check #: 0	
					PO/InvoiceTotal:	<u>\$313.00</u>
					Vendor Total:	<u>\$313.00</u>
Amalgamated Bank of Chicago						
Check Group:						
Trust 1856073006/Bond registrar/paying agent		1 0		V332345 3/1/2019	30.5.5400.6400.300.0000	\$356.25
					Check #: 0	
					PO/InvoiceTotal:	<u>\$356.25</u>
					Vendor Total:	<u>\$356.25</u>
American Time & Signal Company						
Check Group:						
Stock Clock Allsync plus 12" round flush black 110VAC ch 4		5	190412	812244 2/8/2019	20.5.2540.5501.100.0000	\$782.94
					Check #: 0	
					PO/InvoiceTotal:	<u>\$782.94</u>

Pleasantdale School District 107

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03/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$782.94
Anderson Lock						
Check Group:						
Repair door for rm 13		1 0		7079179 2/11/2019	20.5.2540.3200.200.0000	\$382.50
Extra closures		1 0		7079179 2/11/2019	20.5.2540.4000.300.0000	\$511.50
Check #: 0						
PO/InvoiceTotal:						\$894.00
Vendor Total:						\$894.00
Anderson's Bookshop						
Check Group:						
The American Revolution, 1760-1783		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$13.47
And Then What Happened, Paul Revere?		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$15.72
Benedict Arnold: Battlefield Hero or Selfish Traitor?		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$17.88
Black Heroes of the American Revolution		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$20.22
The Boston Tea Party		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$17.97
Can't You Make Them Behave, King George?		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$15.72
Colonial Voices		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$20.22
Heroes of the American Revolution		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$18.21
Heroes of the Revolution		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$17.97

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Independent Dames: What You Never Knew About the Women		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$40.47
Phoebe the Spy		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$15.72
A Picture Book of George Washington		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$17.97
Revolutionary War on Wednesday		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$13.47
A Revolutionary War Timeline		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$20.13
The Scarlet Stockings Spy		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$38.13
The Split History of the American Revolution: A Perspective		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$20.13
Surviving Jamestown: The Adventures of Young Sam Collier		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$20.13
True Stories of the Revolutionary War		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$18.21
Voices of the American Revolution: Stories from the battle		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$18.66
When Washington Crossed the Delaware: A Wintertime Story		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$17.97
Who Was Ben Franklin?		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$13.47
Who Was Thomas Jefferson?		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$13.47
For Life and Liberty: Causes and Effects of the Declaration		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$20.13

Pleasantdale School District 107

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Give Me Liberty		3	190402	V981655 2/12/2019	10.5.1001.4104.100.0000	\$33.63
Check #: 0						
PO/InvoiceTotal:						\$479.07
Vendor Total:						\$479.07
AT&T						
Check Group:						
Feb 25-Mar 24 phone chg		1 0		630662013902-19 2/25/2019	20.5.2540.3400.100.0000	\$210.64
Feb 25-Mar 24 phone chg		1 0		630662013902-19 2/25/2019	20.5.2540.3400.200.0000	\$211.07
Feb 16-Mar 15 phone chg		1 0		630R06123502/19 2/16/2019	20.5.2540.3400.300.0000	\$801.01
Feb 16-Mar 15 phone chg		1 0		630R06123502/19 2/16/2019	20.5.2540.3400.200.0000	\$636.96
Feb 16-Mar 15 phone chg		1 0		708R06290002/19 2/16/2019	20.5.2540.3400.100.0000	\$680.74
Check #: 0						
PO/InvoiceTotal:						\$2,540.42
Vendor Total:						\$2,540.42
AT&T Long Distance						
Check Group:						
Jan 3-Feb 4 long distance chg		1 0		V734676 2/6/2019	20.5.2540.3400.100.0000	\$21.40
Jan 3-Feb 4 long distance chg		1 0		V734676 2/6/2019	20.5.2540.3400.200.0000	\$43.25
Jan 3-Feb 4 long distance chg		1 0		V734676 2/6/2019	20.5.2540.3400.300.0000	\$21.63
Check #: 0						
PO/InvoiceTotal:						\$86.28

Pleasantdale School District 107

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						Vendor Total:
						\$86.28
Automated Logic Corporation						
Check Group:						
Repair computer controls		1	0	227503 2/27/2019	20.5.2540.3200.200.0000	\$2,650.00
						Check #: 0
						PO/InvoiceTotal:
						\$2,650.00
						Vendor Total:
						\$2,650.00
Avery Enterprises, Inc						
Check Group:						
Invoice for Fees and Materials for 2018-19 IESA MS Scholastic Bowl games (5 @ \$35.00)		1	190455	V983418 2/11/2019	10.5.1002.6400.200.0000	\$175.00
20% rush delivery		1	190455	V983418 2/11/2019	10.5.1002.6400.200.0000	\$35.00
						Check #: 0
						PO/InvoiceTotal:
						\$210.00
						Vendor Total:
						\$210.00
Blick Art Materials						
Check Group:						
Air dry clay		2	190417	1110350 2/15/2019	10.5.1001.4011.100.0000	\$60.81
Construction Paper		1	190417	1110350 2/15/2019	10.5.1001.4011.100.0000	\$5.25
Marker Classpack		1	190417	1110350 2/15/2019	10.5.1001.4011.100.0000	\$66.98
Crayon Classpack		1	190417	1110350 2/15/2019	10.5.1001.4011.100.0000	\$49.29
Yellow Pencisl		1	190417	1110350 2/15/2019	10.5.1001.4011.100.0000	\$18.07

Pleasantdale School District 107

Voucher Detail Listing

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Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Elmer's Glue		18	190417	1110350 2/15/2019	10.5.1001.4011.100.0000	\$34.26
Check #: 0						
PO/InvoiceTotal:						\$234.66
Check Group:						
Blick Water-Souluble Block Pinting Ink - White 16 oz. Jar		3	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$36.90
Blick Water-Souluble Block Pinting Ink - Violet 16 oz. Jar		1	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$12.30
Blick Water-Souluble Block Pinting Ink - Turquoise 16 oz. Jar		1	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$12.30
Blick Water-Souluble Block Pinting Ink - Blue 16 oz. Jar		1	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$12.30
Blick Water-Souluble Block Pinting Ink - Black 16 oz. Jar		1	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$12.30
Scratch-Art Standard Pen Holder Pkg of 12		1	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$5.64
Prismacolor Premier Colored Pencil-White		12	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$15.24
Prismacolor Premeir Colored Pencil- Neon Pink		3	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$3.81
Prismacolor Premeir Colored Pencil- Neon Orange		3	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$3.81
Prismacolor Premeir Colored Pencil- Black		12	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$15.24
Prismacolor Premeir Colored Pencil- Colorless Blender, Pkg of 2		2	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$4.64
General's Primo Euro Charcol Pencil-White		12	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$13.80

Pleasantdale School District 107

Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Stabilo Colored Marking Pencil - White		12	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$13.44
Speedball Linileum Cutter- Pkg of 12 No. 3		1	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$13.17
Speedball Linileum Cutter- Pkg of 12 No. 1		1	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$13.17
Rit DyeMore Synthetic Fiber Dye - Racing Red, 7 oz.		1	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$4.49
Speedball Earthenware Glaze - 16 oz. Honey		1	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$8.91
Speedball Earthenware Glaze - 16 oz. Chartreuse		1	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$8.91
Rembrandt Soft Pastel Set - White 100.5 Full Stick		12	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$37.44
Renbrandt Soft Pastel-Turquoise 522.10 Full Stick		3	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$9.36
Rembrandt Soft Pastel - Phthalo Blue 570.9 Full Stick		6	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$18.72
Rembrandt Soft Pastel-Permanent Yellow Green, Full Stick		2	190462	1196026 3/3/2019	10.5.1002.4002.200.0000	\$6.24

Check #: 0

PO/InvoiceTotal: \$282.13

Vendor Total: \$516.79

Brookfield Cab

Check Group:

Jan transportation		1	0	1471 2/3/2019	40.5.2550.3310.300.0000	\$400.00
Feb transportation		1	0	1480 3/1/2019	40.5.2550.3310.300.0000	\$425.00

Check #: 0

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1217 03/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u> </u> \$825.00
						Vendor Total: <u> </u> \$825.00
CDWG						
Check Group:						
Belkin ROCKSTAR - charging station		9	190441	RFD2024 2/20/2019	10.5.2225.4000.100.0000	\$782.91
Tripp Lite USB 3.1 Gen 1 Adapter USB-C USB Type C-A		2	190441	RFD2024 2/20/2019	10.5.2225.4000.100.0000	\$20.82
LG GP50NB40 Super Multi External DVD Drive		10	190441	RFD2024 2/20/2019	10.5.2225.4000.100.0000	\$277.60
Epson ELPLP87 - projector lamp		10	190441	RFD2024 2/20/2019	10.5.2225.4000.100.0000	\$547.20
Epson ELPLP96 - projector lamp		4	190441	RFD2024 2/20/2019	10.5.2225.4000.100.0000	\$218.88
Logitech Wired Keyboard w/ Lightning Connector		21	190441	RFD2024 2/20/2019	10.5.2225.4000.100.0000	\$779.52
						Check #: 0
						PO/InvoiceTotal: <u> </u> \$2,626.93
						Vendor Total: <u> </u> \$2,626.93
Childhood Victories, Inc						
Check Group:						
Grade 6 presentation		1	0	1126 2/26/2019	10.5.1002.3100.200.0000	\$400.00
						Check #: 0
						PO/InvoiceTotal: <u> </u> \$400.00
						Vendor Total: <u> </u> \$400.00
Clear Alternative, The						
Check Group:						
Jan-May water cooler rental		1	0	44002 2/1/2019	10.5.1002.4000.200.0000	\$184.75

Pleasantdale School District 107

Voucher Detail Listing

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Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
						PO/InvoiceTotal: <u> </u> \$184.75
						Vendor Total: <u> </u> \$184.75
Comcast						
Check Group:						
Mar dedicated internet		1 0		77746785 3/1/2019	20.5.2540.3400.100.0000	\$2,670.94
Mar dedicated internet		1 0		77746785 3/1/2019	20.5.2540.3400.200.0000	\$2,670.95
Check #: 0						
						PO/InvoiceTotal: <u> </u> \$5,341.89
						Vendor Total: <u> </u> \$5,341.89
Dominic Imburgia						
Check Group:						
Jan/Feb blog and website support		1 0		V970512 3/8/2019	10.5.2213.3100.300.0000	\$260.00
Check #: 0						
						PO/InvoiceTotal: <u> </u> \$260.00
						Vendor Total: <u> </u> \$260.00
E2 Services, Inc						
Check Group:						
Network managed services		1 0		19828 3/6/2019	10.5.2225.3100.200.0000	\$5,827.50
Network managed services		1 0		19828 3/6/2019	10.5.2225.3100.100.0000	\$5,827.50
Check #: 0						
						PO/InvoiceTotal: <u> </u> \$11,655.00
						Vendor Total: <u> </u> \$11,655.00
Eklund Consulting, LLC						
Check Group:						

Pleasantdale School District 107

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03/20/2019

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
FY 19-staff surveys, data reports, data findings/reviews		1 0		1127 12/19/2019	10.5.2310.3100.300.0000	\$3,500.00
					Check #: 0	
					PO/InvoiceTotal:	\$3,500.00
					Vendor Total:	\$3,500.00
Elim Christian School						
Check Group:						
Jan tuition		1 0		158570 1/31/2019	10.5.1912.6700.300.0000	\$6,020.38
Feb tuition		1 0		158781 2/28/2019	10.5.4220.6700.300.0000	\$6,374.52
					Check #: 0	
					PO/InvoiceTotal:	\$12,394.90
					Vendor Total:	\$12,394.90
Emedco Inc						
Check Group:						
Signs for doors		1 0		9339319010 2/6/2019	20.5.2540.4000.300.0000	\$194.45
					Check #: 0	
					PO/InvoiceTotal:	\$194.45
					Vendor Total:	\$194.45
First Student, Inc						
Check Group:						
Feb regular route		1 0		1155574 3/5/2019	40.5.2550.3310.300.0000	\$50,288.04
Feb Kdg route		1 0		1155574 3/5/2019	40.5.2550.3310.300.0000	\$1,593.36
Feb band route		1 0		1155574 3/5/2019	40.5.2550.3314.300.0000	\$3,186.72

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Feb activity route		1	0	1155574 3/5/2019	40.5.2550.3313.300.0000	\$1,593.36
Feb math shuttle		1	0	1155574 3/5/2019	40.5.2550.3310.300.0000	\$1,153.08
Scholastic bowl		1	0	77547 2/18/2019	40.5.2550.3312.300.0000	\$232.87
MS music students to LTHS		1	0	77554 2/18/2019	40.5.2550.3312.300.0000	\$232.87
Girl's volleyball		1	0	78433 2/22/2019	40.5.2550.3311.300.0000	\$232.87

Check #: 0

PO/InvoiceTotal:	<u>\$58,513.17</u>
Vendor Total:	\$58,513.17

Follett School Solutions

Check Group:

Constitution and the Bill of Rights		3	190403	401266F 2/11/2019	10.5.1001.4104.100.0000	\$26.97
Henry and the Cannons: An Extraordinary True Story of the		3	190403	401266F 2/11/2019	10.5.1001.4104.100.0000	\$46.47
Early Congresses		3	190403	401266F 2/11/2019	10.5.1001.4104.100.0000	\$26.97
Let it Begin Here! Lexington and Concord: First Battles		3	190403	401266F 2/11/2019	10.5.1001.4104.100.0000	\$23.52
We're Behind You, George Washington		3	190403	401266F 2/11/2019	10.5.1001.4104.100.0000	\$29.85
Understanding the Declaration of Independence		3	190403	401266F 2/11/2019	10.5.1001.4104.100.0000	\$17.46
The True Story of Paul Revere's Ride		3	190403	401266F 2/11/2019	10.5.1001.4104.100.0000	\$21.18

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
The Declaration of Independence		3	190403	401266F 2/11/2019	10.5.1001.4104.100.0000	\$13.56
The Battle of Bunker Hill		3	190403	401266F 2/11/2019	10.5.1001.4104.100.0000	\$30.15
Courageous Children and Women of the American Revolution		3	190403	401266F 2/11/2019	10.5.1001.4104.100.0000	\$27.00
American Indians and the African Americans of the American Revolution		3	190403	401266F 2/11/2019	10.5.1001.4104.100.0000	\$23.85
American Revolution		3	190403	401266F 2/11/2019	10.5.1001.4104.100.0000	\$26.97
Life During the American Revolution		3	190403	401266F 2/11/2019	10.5.1001.4104.100.0000	\$15.90
They Called Her Molly Pitcher		3	190403	401266F 2/11/2019	10.5.1001.4104.100.0000	\$20.97
The American Revolution		3	190403	401266F 2/11/2019	10.5.1001.4104.100.0000	\$20.49
Check #: 0						
						PO/InvoiceTotal: \$371.31
Check Group:						
As brave as you		1	190425	414647 2/8/2019	10.5.2220.4300.200.0000	\$8.99
The blackthorn key		1	190425	414647 2/8/2019	10.5.2220.4300.200.0000	\$8.99
Insignificant events in the life		1	190425	414647 2/8/2019	10.5.2220.4300.200.0000	\$9.99
Scythe		1	190425	414647 2/8/2019	10.5.2220.4300.200.0000	\$8.99
Space case : a moon base		1	190425	414647 2/8/2019	10.5.2220.4300.200.0000	\$8.99

Check #: 0

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$45.95</u>
Check Group:						
POLYTHERMAL LABELS-TITLE - B&W-SHEET COLOR: Black and White		1	190435	1349436 3/1/2019	10.5.2220.4000.200.0000	\$98.36
						Check #: 0
						PO/InvoiceTotal: <u>\$98.36</u>
						Vendor Total: <u>\$515.62</u>
Forefront Math						
Check Group:						
Forefront for Bridges		1	0	1142 2/21/2019	10.5.1001.3160.100.0000	\$274.00
						Check #: 0
						PO/InvoiceTotal: <u>\$274.00</u>
						Vendor Total: <u>\$274.00</u>
Franczek						
Check Group:						
Jan legal services		1	0	189172 2/19/2019	10.5.2310.3180.300.0000	\$232.00
						Check #: 0
						PO/InvoiceTotal: <u>\$232.00</u>
						Vendor Total: <u>\$232.00</u>
Frontline Technologies Group, LLC						
Check Group:						
Applicant Tracking - 4/4/19-4/3/2020		1	190477	INVUS94682 4/4/2019	10.5.2320.6400.300.0000	\$2,000.00
						Check #: 0
						PO/InvoiceTotal: <u>\$2,000.00</u>
						Vendor Total: <u>\$2,000.00</u>
FSS Technologies LLC.						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Apr-Jun fire alarm monitoring and radio lease		1 0		350112 3/15/2019	90.5.2530.3200.300.0000	\$159.00
					Check #: 0	
					PO/InvoiceTotal:	<u>\$159.00</u>
					Vendor Total:	<u>\$159.00</u>
GCA Services Group						
Check Group:						
Mar custodial services		1 0		969091 3/1/2019	20.5.2540.3220.300.0000	\$17,862.00
					Check #: 0	
					PO/InvoiceTotal:	<u>\$17,862.00</u>
					Vendor Total:	<u>\$17,862.00</u>
Grainger						
Check Group:						
Parts for toilet repair, gloves, cable ties		1 0		9087801172 2/14/2019	20.5.2540.4000.300.0000	\$608.23
Parts for toilet repair		1 0		9087801180 2/14/2019	20.5.2540.4000.300.0000	\$29.80
Parts purchase for toilet repair		1 0		9101564913 3/1/2019	20.5.2540.4000.300.0000	\$55.86
					Check #: 0	
					PO/InvoiceTotal:	<u>\$693.89</u>
					Vendor Total:	<u>\$693.89</u>
Grand Prairie Transit						
Check Group:						
Jan transportation		1 0		RTINV1002799 1/31/2019	40.5.2550.3315.300.0000	\$7,128.70
					Check #: 0	
					PO/InvoiceTotal:	<u>\$7,128.70</u>

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Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						Vendor Total:
Grasso Graphics						\$7,128.70
Check Group:						
9 x 12 catalog envelopes		1 0		30003 2/26/2019	10.5.1001.4000.100.0000	\$241.32
						Check #: 0
						PO/InvoiceTotal:
						\$241.32
						Vendor Total:
						\$241.32
Groot Industries						
Check Group:						
Mar disposal/recycling services		1 0		3073555 3/1/2019	20.5.2540.3210.300.0000	\$1,737.65
						Check #: 0
						PO/InvoiceTotal:
						\$1,737.65
						Vendor Total:
						\$1,737.65
Illinois Assoc of School Administrators						
Check Group:						
SB7 Performance Ranking File		1	190478	87 7918-FY19 2/5/2019	10.5.2213.4000.300.0000	\$275.00
						Check #: 0
						PO/InvoiceTotal:
						\$275.00
						Vendor Total:
						\$275.00
Industrial Electric						
Check Group:						
Washer and screw kit		1 0		296 2/18/2019	20.5.2540.4000.300.0000	\$89.00
Parts for camera box repair		1 0		308 2/18/2019	20.5.2540.4000.300.0000	\$284.06
Signs, light bulbs, wire nuts, wire mold		1 0		314 2/18/2019	20.5.2540.4000.300.0000	\$920.00

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Wire mold boxes, connectors, outlets, switches		1 0		318 2/18/2019	20.5.2540.4000.300.0000	\$141.20
Extention cord, outdoor light, wire nuts		1 0		319 2/18/2019	20.5.2540.4000.300.0000	\$224.75
Light fixture, screws, tape		1 0		567 2/18/2019	20.5.2540.4000.300.0000	\$92.50
				Check #: 0		
					PO/InvoiceTotal:	\$1,751.51
					Vendor Total:	\$1,751.51
Interstate Gas Supply, Inc						
Check Group:						
Jan natural gas sales		1 0		302439 3/6/2019	20.5.2540.4650.200.0000	\$2,336.80
Jan natural gas sales		1 0		302439 3/6/2019	20.5.2540.4650.100.0000	\$1,173.98
					Check #: 0	
					PO/InvoiceTotal:	\$3,510.78
					Vendor Total:	\$3,510.78
J & S Plumbing, Inc						
Check Group:						
Repair underground sewer pipe		1 0		183090 2/12/2019	20.5.2540.3200.200.0000	\$6,800.00
					Check #: 0	
					PO/InvoiceTotal:	\$6,800.00
					Vendor Total:	\$6,800.00
Just A Dash Catering						
Check Group:						
Feb hot lunches		1 0		PD23-ES 2/1/2019	10.5.2560.4040.300.0000	\$8,415.45

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Feb hot lunches		1 0		PD23-MS 2/1/2019	10.5.2560.4040.300.0000	\$7,996.01
Check #: 0						
PO/InvoiceTotal:						\$16,411.46
Vendor Total:						\$16,411.46
Konica Minolta Business Solutions						
Check Group:						
Jan copier usage		1 0		9005384588 2/1/2019	20.5.2540.3290.200.0000	\$595.37
Jan copier usage		1 0		9005384588 2/1/2019	20.5.2540.3290.100.0000	\$512.80
Jan copier usage		1 0		9005384588 2/1/2019	20.5.2540.3290.300.0000	\$137.30
Feb copier usage		1 0		9005473016 3/1/2019	20.5.2540.3290.200.0000	\$547.53
Feb copier usage		1 0		9005473016 3/1/2019	20.5.2540.3290.100.0000	\$567.88
Feb copier usage		1 0		9005473016 3/1/2019	20.5.2540.3290.300.0000	\$201.23
Check #: 0						
PO/InvoiceTotal:						\$2,562.11
Vendor Total:						\$2,562.11
LaGrange Area Dept Of Special Education						
Check Group:						
FY19 PT prebill		1 0		FY19-300-107 8/1/2018	10.5.4120.6704.300.0000	\$47,723.61
FY19 behavior interventionist		1 0		FY19-300-107 8/1/2018	10.5.4120.6708.300.0000	\$73,372.36
FY19 pyschologist-purchased		1 0		FY19-300-107 8/1/2018	10.5.4120.6708.300.0000	\$16,299.92

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
FY19 pyschologist-assigned		1	0	FY19-300-107 8/1/2018	10.5.4120.6708.300.0000	\$48,899.77
FY19 speech/language pathologist		1	0	FY19-300-107 8/1/2018	10.5.4120.6702.300.0000	\$127,396.88
FY19 indirect costs		1	0	FY19-300-107 8/1/2018	10.5.4120.6713.300.0000	\$2,400.19

Check #: 0

PO/InvoiceTotal:	<u>\$316,092.73</u>
Vendor Total:	\$316,092.73

Lakeshore Learning Materials

Check Group:

Magic Craft Noodles		2	190454	1252270319 3/6/2019	10.5.1125.4000.100.0000	\$68.97
Lakeshore safety name tags		1	190454	1252270319 3/6/2019	10.5.1125.4000.100.0000	\$11.49
Peel & Stick foam cubes		4	190454	1252270319 3/6/2019	10.5.1125.4000.100.0000	\$68.96
Washable Glitter Tempera paint		1	190454	1252270319 3/6/2019	10.5.1125.4000.100.0000	\$36.23
Write & wipe		4	190454	1252270319 3/6/2019	10.5.1125.4000.100.0000	\$13.75
Write & Wipe markers		1	190454	1252270319 3/6/2019	10.5.1125.4000.100.0000	\$40.24
Thin line markers		1	190454	1252270319 3/6/2019	10.5.1125.4000.100.0000	\$32.19

Check #: 0

PO/InvoiceTotal:	<u>\$271.83</u>
Vendor Total:	\$271.83

Mailfinance

Check Group:

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Jan 5-Apr 4 postage machine lease		1	0	N15031938 3/5/2019	20.5.2540.5501.100.0000	\$491.67
Apr 5-Jul 4 postage machine lease		1	0	N7618005 3/5/2019	20.5.2540.5501.100.0000	\$491.67
Check #: 0						
PO/InvoiceTotal:						\$983.34
Vendor Total:						\$983.34
Miller Cooper & Co., Ltd						
Check Group:						
FY18 audit services		1	0	184956 9/30/2018	10.5.2520.3170.300.0000	\$3,000.00
FY18 audit services		1	0	185551 11/6/2018	10.5.2520.3170.300.0000	\$15,000.00
Check #: 0						
PO/InvoiceTotal:						\$18,000.00
Vendor Total:						\$18,000.00
Musician's Friend						
Check Group:						
Open-Box X32 Compact Digital Mixer Condition 1 - Mint		1	190447	ARINV47680981 2/27/2019	10.5.1500.4031.200.0000	\$1,495.99
Check #: 0						
PO/InvoiceTotal:						\$1,495.99
Check Group:						
Shure A3WS Windscreen		1	190448	ARINV47702272 3/28/2019	10.5.1500.4031.200.0000	\$10.00
Audio-Technica AT8442 Lavalier Microphone Clip		2	190448	ARINV47702272 3/28/2019	10.5.1500.4031.200.0000	\$11.90
Check #: 0						
PO/InvoiceTotal:						\$21.90
Vendor Total:						\$1,517.89

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Nextera Energy Services						
Check Group:						
Nov 2-Dec 5 electric chg		1 0		351151484418 1/22/2019	20.5.2540.4660.100.0000	\$3,449.04
Nov 2-Dec 5 electric chg		1 0		351151484418 1/22/2019	20.5.2540.4660.200.0000	\$5,530.78
				Check #: 0		
					PO/InvoiceTotal:	<u>\$8,979.82</u>
					Vendor Total:	<u>\$8,979.82</u>
Nicor Gas						
Check Group:						
Jan 15-Feb 14 heating chg		1 0		34-43-97-0000 502/19 2/15/2019	20.5.2540.4650.200.0000	\$1,392.77
Jan 17-Feb 19 heating chg		1 0		91-17-97-0000 9-2/19 2/20/2019	20.5.2540.4650.100.0000	\$920.09
				Check #: 0		
					PO/InvoiceTotal:	<u>\$2,312.86</u>
					Vendor Total:	<u>\$2,312.86</u>
Northwestern University						
Check Group:						
Tuition-WSCAE CivicAction, Nov 2-3, 2018		1 0		CEP19-9 11/9/2018	10.4.1920.0000.000.0000	\$755.00
				Check #: 0		
					PO/InvoiceTotal:	<u>\$755.00</u>
					Vendor Total:	<u>\$755.00</u>
Omni Group						
Check Group:						
Feb participant fee		1 0		1903-7231 3/1/2019	10.5.2520.3100.300.0000	\$13.50

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						Check #: 0
						PO/InvoiceTotal: <u> </u> \$13.50
						Vendor Total: <u> </u> \$13.50
Palos Electric Company, Inc						
Check Group:						
Replaced 800 amp 3-pole 480 volt circuit breaker due to Comm Ed short		1 0		53522 2/26/2019	20.5.2540.3200.200.0000	\$4,290.00
MS light repair		1 0		53585 2/22/2019	20.5.2540.3200.200.0000	\$1,345.00
						Check #: 0
						PO/InvoiceTotal: <u> </u> \$5,635.00
						Vendor Total: <u> </u> \$5,635.00
Pleasantdale Elementary School						
Check Group:						
Aide breakfast supplies		1 0		V590008 3/14/2019	10.5.1001.4000.100.0000	\$18.94
						Check #: 0
						PO/InvoiceTotal: <u> </u> \$18.94
						Vendor Total: <u> </u> \$18.94
Quinlan & Fabish Music Co						
Check Group:						
Misc sheet music		1 0		11098476 2/10/2019	10.5.1002.4008.200.0000	\$345.96
Misc sheet music		1 0		11131838 2/25/2019	10.5.1002.4008.200.0000	\$372.30
						Check #: 0
						PO/InvoiceTotal: <u> </u> \$718.26
Check Group:						

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Clamp Triangle Holder		1	190437	11094190 2/7/2019	10.5.1002.4008.200.0000	\$7.99
Triangle Clip		1	190437	11094190 2/7/2019	10.5.1002.4008.200.0000	\$56.99
Artisan 4" Triangle		1	190437	11094190 2/7/2019	10.5.1002.4008.200.0000	\$70.99
Alfred's Beginning Drumset Method		1	190437	11094190 2/7/2019	10.5.1002.4008.200.0000	\$17.99
A Fresh Approach to Drum Set		1	190437	11094190 2/7/2019	10.5.1002.4008.200.0000	\$22.45
Microfiber Swab for Bass Clarinet-Tenor Sax		1	190437	11094190 2/7/2019	10.5.1002.4008.200.0000	\$29.99
Tuning Slide Grease		1	190437	11094190 2/7/2019	10.5.1002.4008.200.0000	\$2.25
Slid-eze Slide Grease		1	190437	11094190 2/7/2019	10.5.1002.4008.200.0000	\$2.99
Check #: 0						
Check Group:					PO/InvoiceTotal:	\$211.64
Invoice #11109243 for Gyrolock Concert Snare Drum Stand Double Braced		1	190480	11109243 2/14/2019	10.5.1002.4008.200.0000	\$135.20
Check #: 0						
					PO/InvoiceTotal:	\$135.20
					Vendor Total:	\$1,065.10
Robert Crown Center						
Check Group:						
Invoice #2019511 for 5th grade Program on 3/21/2019 (FL:P1F Linda Presentation for Girls)		45	190458	2019511 3/1/2019	10.5.1002.4105.200.0000	\$450.00

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
FL:P1M Michael Presentation for Boys		47	190458	2019511 3/1/2019	10.5.1002.4105.200.0000	\$470.00
					Check #: 0	
					PO/InvoiceTotal:	\$920.00
					Vendor Total:	\$920.00
Runco Office Supply						
Check Group:						
Remanufactured C9723A (641A) Toner, 8000 Page-Yield, Magenta		1	190445	738428-0 2/21/2019	10.5.2225.4000.100.0000	\$89.99
Remanufactured C9721A (641A) Toner, 8000 Page-Yield, Cyan		2	190445	738428-0 2/21/2019	10.5.2225.4000.100.0000	\$179.98
Remanufactured C9722A (641A) Toner, 8000 Page-Yield, Yellow		2	190445	738428-0 2/21/2019	10.5.2225.4000.100.0000	\$179.98
HP 125A, (CB543A) Magenta Original LaserJet Toner CartridgeSUPPLIES		1	190445	738428-0 2/21/2019	10.5.2225.4000.100.0000	\$54.99
HP 125A, (CB542A) Yellow Original LaserJet Toner Cartridge		1	190445	738428-0 2/21/2019	10.5.2225.4000.100.0000	\$54.99
					Check #: 0	
					PO/InvoiceTotal:	\$559.93
Check Group:						
File folder lables		3	190481	740470-0 3/12/2019	10.5.1001.4104.100.0000	\$9.75
Paper hot cups 8oz		1	190481	740470-0 3/12/2019	10.5.1001.4104.100.0000	\$68.53
jumbo straws		1	190481	740470-0 3/12/2019	10.5.1001.4104.100.0000	\$7.79
paper clips		1	190481	740470-0 3/12/2019	10.5.1001.4104.100.0000	\$7.49

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1217 03/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Color coding labels		3	190481	740470-0 3/12/2019	10.5.1001.4104.100.0000	\$26.10
Plastic lids 16 oz		1	190481	740470-0 3/12/2019	10.5.1001.4104.100.0000	\$24.99
Masking Tape		18	190481	740470-0 3/12/2019	10.5.1001.4104.100.0000	\$48.96
6mmx9mm assorted pony beads		1	190481	740470-0 3/12/2019	10.5.1001.4104.100.0000	\$6.49
Rubber Bands		3	190481	740470-0 3/12/2019	10.5.1001.4104.100.0000	\$3.00
Aluminum foil		3	190481	740470-0 3/12/2019	10.5.1001.4104.100.0000	\$21.99
Jumbo chenille Neon pipe cleaners		10	190481	740470-0 3/12/2019	10.5.1001.4104.100.0000	\$24.00
Check #: 0						
						PO/InvoiceTotal: \$249.09
Check Group:						
white drawing paper 78 lbs		2	190482	740313-0 3/11/2019	10.5.1125.4000.100.0000	\$93.38
TOC ready Index multicolor dividers		2	190482	740313-0 3/11/2019	10.5.1125.4000.100.0000	\$7.98
quick dry tacky glue 4 oz		2	190482	740313-0 3/11/2019	10.5.1125.4000.100.0000	\$13.18
Primary Science color mixing lenses		2	190482	740313-0 3/11/2019	10.5.1125.4000.100.0000	\$15.98
tru ray construction paper 76 lb dark brown		2	190482	740313-0 3/11/2019	10.5.1125.4000.100.0000	\$3.62
tru ray construction paper 76 lb warm brown		2	190482	740313-0 3/11/2019	10.5.1125.4000.100.0000	\$3.52
tru ray construction paper 76 lb white		1	190482	740313-0 3/11/2019	10.5.1125.4000.100.0000	\$8.98

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1217 03/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
tru ray construction papere tan		1	190482	740313-0 3/11/2019	10.5.1125.4000.100.0000	\$1.84
					Check #: 0	
						PO/InvoiceTotal: \$148.48
						Vendor Total: \$957.50
Scholastic Inc						
Check Group:						
My Side of the Mountain (Paperback Book)		50	190457	18897848 3/1/2019	10.5.1002.4105.200.0000	\$285.58
					Check #: 0	
						PO/InvoiceTotal: \$285.58
						Vendor Total: \$285.58
School District 107 Imprest Fund						
Check Group:						
5799-lead teacher mtg lunch		1	0	V93578 3/12/2019	10.5.2213.4000.300.0000	\$176.50
5800-return bulk mail		1	0	V93578 3/12/2019	10.5.2320.3400.300.0000	\$6.50
5801-model handbook		1	0	V93578 3/12/2019	10.5.2410.4400.100.0000	\$100.00
5801-model handbook		1	0	V93578 3/12/2019	10.5.2410.4400.200.0000	\$100.00
5802-return bulk mail		1	0	V93578 3/12/2019	10.5.2320.3400.300.0000	\$11.00
5803-volleyball official		1	0	V93578 3/12/2019	10.5.1500.3190.200.0000	\$66.00
5804-mentor workshop lunch		1	0	V93578 3/12/2019	10.5.2213.4000.300.0000	\$132.50
					Check #: 0	
						PO/InvoiceTotal: \$592.50

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1217 03/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						Vendor Total: \$592.50
School Nurse Supply Inc						
Check Group:						
Blood Pressure Kit		1	190438	0725817-IN 2/20/2019	10.5.2130.4000.200.0000	\$142.50
Fold out First aid kit		1	190438	0725817-IN 2/20/2019	10.5.2130.4000.200.0000	\$26.50
25OFF2019 coupon		1	190438	0725817-IN 2/20/2019	10.5.2130.4000.200.0000	(\$25.00)
shipping		1	190438	0725817-IN 2/20/2019	10.5.2130.4000.200.0000	\$16.50
						Check #: 0
						PO/InvoiceTotal: \$160.50
						Vendor Total: \$160.50
School Specialty, Inc.						
Check Group:						
2" Paperclips smooth		4	190416	208122372338 2/6/2019	10.5.1001.4104.100.0000	\$5.76
Clip Vinyl Jumbo		2	190416	208122372338 2/6/2019	10.5.1001.4104.100.0000	\$1.88
Clip Paper Vinyl		2	190416	208122372338 2/6/2019	10.5.1001.4104.100.0000	\$1.74
6 Hole Pencil Sharpener		1	190416	208122372338 2/6/2019	10.5.1001.4104.100.0000	\$29.18
Dry Erase Magentic Eraser		4	190416	208122372338 2/6/2019	10.5.1001.4104.100.0000	\$3.40
Dry Erase Cleaning Cloth		2	190416	208122372338 2/6/2019	10.5.1001.4104.100.0000	\$7.72
						Check #: 0
						PO/InvoiceTotal: \$49.68

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1217 03/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						Vendor Total:
Shaw Media						\$49.68
Check Group:						
Legal ad for gym flooring		1 0		021910070353 2/28/2019	10.5.2310.3500.300.0000	\$195.02
						Check #: 0
						PO/InvoiceTotal:
						\$195.02
						Vendor Total:
						\$195.02
SpeechPath LLC						
Check Group:						
Dec 6 & 17 student evaluation		1 0		V76127 3/12/2019	10.5.1205.3100.300.0000	\$600.00
						Check #: 0
						PO/InvoiceTotal:
						\$600.00
						Vendor Total:
						\$600.00
Timothy A Dohrer						
Check Group:						
New teacher mentor training		1 0		V164349 3/11/2019	10.5.2213.3100.100.0000	\$450.00
New teacher mentor training		1 0		V164349 3/11/2019	10.5.2213.3100.200.0000	\$450.00
						Check #: 0
						PO/InvoiceTotal:
						\$900.00
						Vendor Total:
						\$900.00
Trane						
Check Group:						
Lubricant for bearings		1 0		5770661 2/13/2019	20.5.2540.4000.300.0000	\$49.37
Light for working in air handlers, thread sealant		1 0		5818786 2/22/2019	20.5.2540.4000.300.0000	\$29.96

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1217 03/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Actuator for rm 9-MS		1	0	5819357 2/22/2019	20.5.2540.4000.300.0000	\$129.66
Valve		1	0	5838385 2/27/2019	20.5.2540.4000.300.0000	\$145.92
				Check #: 0		
					PO/InvoiceTotal:	\$354.91
					Vendor Total:	\$354.91
Tumbleweed Press Inc						
Check Group:						
TumbleBook Library annual subscription		1	0	93534 4/30/2019	10.5.2220.4400.100.0000	\$599.00
				Check #: 0		
					PO/InvoiceTotal:	\$599.00
					Vendor Total:	\$599.00
United States Postal Service						
Check Group:						
Postage for MS		1	0	V438008 3/8/2019	10.5.2410.3400.200.0000	\$2,000.00
				Check #: 0		
					PO/InvoiceTotal:	\$2,000.00
					Vendor Total:	\$2,000.00
University of Illinois at Chicago						
Check Group:						
Staff professional development services		1	0	V34411 1/31/2019	10.5.2213.3120.300.4300	\$4,000.00
				Check #: 0		
					PO/InvoiceTotal:	\$4,000.00
					Vendor Total:	\$4,000.00
Verizon						
Check Group:						

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1217 03/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Jan 24-Feb 23 cell phone		1	0	9824785745 2/23/2019	20.5.2540.3400.200.0000	\$92.11
Jan 24-Feb 23 cell phone		1	0	9824785745 2/23/2019	20.5.2540.3400.100.0000	\$92.11
Jan 24-Feb 23 cell phone		1	0	9824785745 2/23/2019	20.5.2540.3400.200.0000	\$92.27
					Check #: 0	
						PO/InvoiceTotal: \$276.49
						Vendor Total: \$276.49
Village Of Burr Ridge						
Check Group:						
Dec 18, 2018-Cook County health inspection		1	0	0000003103 2/4/2019	20.5.2540.3192.300.0000	\$105.00
					Check #: 0	
						PO/InvoiceTotal: \$105.00
						Vendor Total: \$105.00
Warehouse Direct, Inc.						
Check Group:						
Paper towel dispenser (5)		1	0	4207645-0 2/26/2018	20.5.2540.4000.300.0000	\$260.00
					Check #: 0	
						PO/InvoiceTotal: \$260.00
						Vendor Total: \$260.00
West Suburban Water Commission						
Check Group:						
Dec 20-Feb 20 water service		1	0	V704881 2/20/2019	20.5.2540.3700.100.0000	\$918.69
					Check #: 0	
						PO/InvoiceTotal: \$918.69
						Vendor Total: \$918.69

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1217 03/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Wex Bank						
Check Group:						
Gas for truck and snow blowers		1	0	58237649 3/6/2019	20.5.2540.4640.300.0000	\$271.27
					Check #: 0	
					PO/InvoiceTotal:	\$271.27
					Vendor Total:	\$271.27
William V. Macgill & Co.						
Check Group:						
Tylenol chewable		1	190436	IN0666980 2/20/2019	10.5.2130.4000.200.0000	\$3.38
motrin chewable		1	190436	IN0666980 2/20/2019	10.5.2130.4000.200.0000	\$6.00
children dye free tylenol liq		1	190436	IN0666980 2/20/2019	10.5.2130.4000.200.0000	\$4.30
generic steri strips		2	190436	IN0666980 2/20/2019	10.5.2130.4000.200.0000	\$2.58
Triangular bandage		1	190436	IN0666980 2/20/2019	10.5.2130.4000.200.0000	\$0.71
Benadryl chewable		1	190436	IN0666980 2/20/2019	10.5.2130.4000.200.0000	\$5.24
Generic sting swab		1	190436	IN0666980 2/20/2019	10.5.2130.4000.200.0000	\$1.48
generic benadryl cream		1	190436	IN0666980 2/20/2019	10.5.2130.4000.200.0000	\$3.20
Neb kit		2	190436	IN0666980 2/20/2019	10.5.2130.4000.200.0000	\$3.98
portable nebulizer		1	190436	IN0666980 2/20/2019	10.5.2130.4000.200.0000	\$59.95
Elastic Bandage with self closure		1	190436	IN0666980 2/20/2019	10.5.2130.4000.200.0000	\$9.99

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1217 03/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
lite air spacer		2	190436	IN0666980 2/20/2019	10.5.2130.4000.200.0000	\$12.00
Self adherent wrap		10	190436	IN0666980 2/20/2019	10.5.2130.4000.200.0000	\$12.40
Check #: 0						
PO/InvoiceTotal:						\$125.21
Vendor Total:						\$125.21
Windy City Music, Inc.						
Check Group:						
Beltpack		4	190440	13063 3/7/2019	10.5.1500.4031.200.0000	\$180.00
PI Econo Power Supply w/ IEC Cable		1	190440	13063 3/7/2019	10.5.1500.4031.200.0000	\$75.00
PI 210 Single Muff Headset		2	190440	13063 3/7/2019	10.5.1500.4031.200.0000	\$60.00
Check #: 0						
PO/InvoiceTotal:						\$315.00
Check Group:						
Shure SLX Bodypack		4	190464	13065 3/7/2019	10.5.1500.4031.200.0000	\$300.00
Shure Antennae		1	190464	13065 3/7/2019	10.5.1500.4031.200.0000	\$45.00
Shure Earset		4	190464	13065 3/7/2019	10.5.1500.4031.200.0000	\$120.00
Check #: 0						
PO/InvoiceTotal:						\$465.00
Vendor Total:						\$780.00
Worthington Direct						
Check Group:						

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1217 03/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
A3060-REC Rectangular Color Banded Activity Table (30" x 60")		3	190183	INV322410PLE16 9 9/12/2018	20.5.2540.4000.100.5000	\$649.08

Check #: 0

PO/InvoiceTotal:	\$649.08
Vendor Total:	\$649.08
Grand Total:	\$538,426.32

End of Report

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1175

02/01/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Educational Benefit Cooperative						
Check Group:						
Feb health insurance-ER		1 0		V370876 2/1/2019	10.2.0481.0000.000.9944	\$76,645.88
Feb health insurance-EE		1 0		V370876 2/1/2019	10.2.0481.0000.000.9943	\$18,919.90
Feb life insurance		1 0		V370876 2/1/2019	10.2.0481.0000.000.9942	\$827.08
					Check #: 0	
					PO/InvoiceTotal:	\$96,392.86
					Vendor Total:	\$96,392.86
Guardian - Appleton						
Check Group:						
Feb dental insurance-ER		1 0		V415783 1/18/2019	10.2.0481.0000.000.9946	\$3,657.91
Feb dental insurance-EE		1 0		V415783 1/18/2019	10.2.0481.0000.000.9945	\$2,645.32
Feb vision insurance-EE		1 0		V415783 1/18/2019	10.2.0481.0000.000.9947	\$986.63
Feb vision insurance-ER		1 0		V415783 1/18/2019	10.2.0481.0000.000.9948	\$216.19
					Check #: 0	
					PO/InvoiceTotal:	\$7,506.05
					Vendor Total:	\$7,506.05
Village Of Burr Ridge						
Check Group:						
Oct 29-Jan 11 water chg		1 0		V325069 1/11/2019	20.5.2540.3700.200.0000	\$169.24
Oct 28-Dec 28 water chg		1 0		V325069 1/11/2019	20.5.2540.3700.200.0000	\$715.80

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1175 02/01/2019

Fiscal Year: 2018-2019

Vendor Remit Name
Description

Vendor #

QTY

PO No.

Invoice
Invoice Date

Account

Amount

Check #: 0

PO/InvoiceTotal: \$885.04

Vendor Total: \$885.04

Grand Total: \$104,783.95

End of Report

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1179

02/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Village of Willow Springs						
Check Group:						
January/February sewer chg		1	0	V636943 2/7/2019	20.5.2540.3700.100.0000	\$187.59

Check #: 0

PO/InvoiceTotal:	<u>\$187.59</u>
Vendor Total:	<u>\$187.59</u>
Grand Total:	\$187.59

End of Report

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1192 02/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BMO Mastercard-Mastercard Corp Client Pa						
Check Group:						
Reflective numbers for doors/ES		1 0		AM-020519 2/5/2019	20.5.2540.4000.300.0000	\$112.18
Flag bracket, simple green, snow shovel		1 0		AM-020519 2/5/2019	20.5.2540.4000.300.0000	\$65.85
Batteries		1 0		AM-020519 2/5/2019	20.5.2540.4000.300.0000	\$41.85
Carbon tester, washer fluid		1 0		AM-020519 2/5/2019	20.5.2540.4000.300.0000	\$57.63
Oak for door repair/rm 13 MS		1 0		AM-020519 2/5/2019	20.5.2540.4000.300.0000	\$14.84
Carbon detectors, brackets and bits for white boards		1 0		AM-020519 2/5/2019	20.5.2540.4000.300.0000	\$147.10
Hand warmers, boards, bolts, washer nuts for white boards,		1 0		AM-020519 2/5/2019	20.5.2540.4000.300.0000	\$121.53
Nut for truck plow		1 0		AM-020519 2/5/2019	20.5.2540.4000.300.0000	\$42.00
Socket set, screws, gloves		1 0		AM-020519 2/5/2019	20.5.2540.4000.300.0000	\$149.56
Service truck plow		1 0		AM-020519 2/5/2019	20.5.2540.3200.100.0000	\$64.50
Service truck plow		1 0		AM-020519 2/5/2019	20.5.2540.3200.200.0000	\$64.50
Hand sanitizer		1 0		AM-020519 2/5/2019	20.5.2540.4000.300.0000	\$55.84
Misc refreshments		1 0		AM-020519 2/5/2019	10.5.2310.4000.300.0000	\$130.35
Halls, Tylenol, Motrin, peppermints		1 0		AM-020519 2/5/2019	10.5.1002.4000.200.0000	\$38.38

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1192 02/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Amazon credit		1 0		CR-020519 2/5/2019	10.5.1002.4000.200.0000	(\$1.19)
Amazon credit		1 0		CR-020519 2/5/2019	10.5.1002.4000.200.0000	(\$0.25)
Baby Onsies		1 0		ES-020519 2/5/2019	10.5.2310.4900.300.0000	\$232.00
BOE email monthly fee		1 0		ES-020519 2/5/2019	10.5.2310.6400.300.0000	\$65.00
Constant Contact monthly fee		1 0		ES-020519 2/5/2019	10.5.2310.4900.300.0000	\$45.00
Novel Approach books		1 0		ES-020519 2/5/2019	10.5.2213.4000.300.0000	\$253.26
Raptor ID badges		1 0		ES-020519 2/5/2019	20.5.2540.3291.100.0000	\$50.00
Raptor ID badges		1 0		ES-020519 2/5/2019	20.5.2540.3291.200.0000	\$50.00
ICE conf/Bubulka, Steinmetz		1 0		ES-020519 2/5/2019	10.5.2213.3320.300.0000	\$700.00
ICE conf/McFadden, Zielke		1 0		ES-020519 2/5/2019	10.5.1001.3320.100.0000	\$300.00
Magnetic projection whiteboard		1 0		TM-020519 2/5/2019	10.5.2225.5500.100.0000	\$458.36
International Literact Assoc/membership/KT		1 0		TM-020519 2/5/2019	10.5.2410.4400.100.0000	\$44.00

Check #: 0

PO/InvoiceTotal: \$3,302.29

Check Group:

Amazon Order #112-9120543-7541005 for Grammar and Writing for Standardized Tests - Students Edition:grades 9-12 (for Dana Merchant)		12	190387	CR-020519-01 2/5/2019	10.5.1650.4000.200.0000	\$210.00
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Check #: 0

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1192

02/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$210.00
Check Group:						
Amazon Order #112-5359457-7441860 for Neopost ISINK34 Surejet #413554T Red Ink Cartridge for Postage Machine		1	190388	CR-020519-02 2/5/2019	10.5.1002.4000.200.0000	\$56.95
						Check #: 0
						PO/InvoiceTotal: \$56.95
Check Group:						
Amazon Order #112-3361651-8629002 for Stbracket Elevator Desktop Stand (for Natalie Schmager)		1	190389	CR-020519-04 2/5/2019	10.5.1002.4019.200.0000	\$24.64
						Check #: 0
						PO/InvoiceTotal: \$24.64
Check Group:						
Amazon Order #112-5996679-9170644 for 9 x 12 Clasp envelopes, 100 per box		4	190390	CR-020519-03 2/5/2019	10.5.1002.4000.200.0000	\$46.16
						Check #: 0
						PO/InvoiceTotal: \$46.16
Check Group:						
Amazon Order #112-5987059-7534600 for How I Resist: Actrvisim and Hope for a New Generation (Book) for Nancy Deaton		1	190391	CR-020519-06 2/5/2019	10.5.1002.4019.200.0000	\$10.48
Push Pins Magnets, Tiegrade 60 Pack Pack of 7 Assorted Color Strong Magnets		1	190391	CR-020519-06 2/5/2019	10.5.1002.4019.200.0000	\$14.99
Moxie: A Novel		1	190391	CR-020519-06 2/5/2019	10.5.1002.4019.200.0000	\$12.59
The Poet		1	190391	CR-020519-06 2/5/2019	10.5.1002.4019.200.0000	\$14.87

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1192 02/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
The Outsiders: An Instructional Guide for Literature		1	190391	CR-020519-06 2/5/2019	10.5.1002.4019.200.0000	\$9.08
Anne Frank's Diary: The Graphic Adaptation		1	190391	CR-020519-06 2/5/2019	10.5.1002.4019.200.0000	\$14.88
My Family Divided: One Girls Journey of Home, Loss and Hope		1	190391	CR-020519-06 2/5/2019	10.5.1002.4019.200.0000	\$12.91
We are All Made of Molecules		1	190391	CR-020519-06 2/5/2019	10.5.1002.4019.200.0000	\$9.97
We Rise, We Resist, We Raise Our Voices		1	190391	CR-020519-06 2/5/2019	10.5.1002.4019.200.0000	\$12.91
Check #: 0						
PO/InvoiceTotal:						\$112.68
Check Group:						
Amazon Order #112-8942099-9327442 for 2.1 Channel Bluetooth Sound Bar (wireless with remote control, wall mountable, Model S11) for Eric Busch		1	190395	CR-020519-07 2/5/2019	10.5.1002.4019.200.0000	\$92.14
Check #: 0						
PO/InvoiceTotal:						\$92.14
Check Group:						
MacBook Air 13 inch case		1	190396	TM-020519-02 2/5/2019	10.5.2410.4000.100.0000	\$19.95
Check #: 0						
PO/InvoiceTotal:						\$19.95
Check Group:						
DUES AND FEES ASCD for K. Tomei		1	190397	TM-020519-03 2/5/2019	10.5.2410.6400.100.0000	\$69.00
Check #: 0						
PO/InvoiceTotal:						\$69.00
Check Group:						

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1192 02/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Teach Town.com Elementary social skills 1 yr license - single student		1	190398	TM-020519-01 2/5/2019	10.5.2110.4000.100.0000	\$49.95
					Check #: 0	
						PO/InvoiceTotal: \$49.95
Check Group: 18 in. x 36 in. 5-Shelf Heavy-Duty Black and Grey Shelving Unit		3	190405	CR-020519-10 2/5/2019	10.5.1500.4031.200.0000	\$147.78
					Check #: 0	
						PO/InvoiceTotal: \$147.78
Check Group: AmazonBasics AA Performance Alkaline Batteries (48 Count) - Packaging May Vary		1	190406	CR-020519-08 2/5/2019	10.5.1002.4016.200.0000	\$13.99
Dry Erase Markers with Eraser, 60 Pack Shuttle Art 15 Colors White Board Markers and Eraser, Low-Odor, Chisel Tip Usable on Whiteboard Surface for School Office Home		1	190406	CR-020519-08 2/5/2019	10.5.1002.4016.200.0000	\$23.99
Kala KA-SWB Waterman Soprano Ukulele Matte Black		3	190406	CR-020519-08 2/5/2019	10.5.1002.4016.200.0000	\$119.97
Samson SR350 Over Ear Stereo Headphones, (SASR350) - Samson Audio		4	190406	CR-020519-08 2/5/2019	10.5.1002.4016.200.0000	\$55.16
Meinl Cajon Box Drum with Internal Metal Strings for Adjustable Snare Effect-NOT Made in China-Hardwood Full Size, 2-Year Warranty, (HCAJ1NT)		1	190406	CR-020519-08 2/5/2019	10.5.1002.4016.200.0000	\$99.99
Meinl Maracas, Standard Concert Size with ABS Plastic Shells and Wooden Handles-NOT Made in China-for Live Performances and Recording Sessions, 2-Year Warranty, (PM2BK)		1	190406	CR-020519-08 2/5/2019	10.5.1002.4016.200.0000	\$16.99

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1192

02/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Meinl Claves, Select Hardwood-NOT Made in China-for Live or Studio Settings, Pair, Two Year Warranty, Red Finish (CL1RW)		1	190406	CR-020519-08 2/5/2019	10.5.1002.4016.200.0000	\$9.99
Axatse African Shaker - Maraca, Rumba Shaker - 4" X 8"		2	190406	CR-020519-08 2/5/2019	10.5.1002.4016.200.0000	\$39.90
Check #: 0						
PO/InvoiceTotal:						\$379.98
Check Group:						
Amazon Order #112-5940555-6896250 for AmazonBasics Pre-Sharpended Wood Cased #2 HB Pencils, 150 Pack (for Sally Ortiz)		1	190407	CR-020519-09 2/5/2019	10.5.1002.4000.200.0000	\$10.90
Amazon Order #112-6963641-8272244 Fiskars 95287097J Rotary Cutter Replacement Blades, 45mm, 5 pack		1	190407	CR-020519-09 2/5/2019	10.5.1002.4000.200.0000	\$8.99
Check #: 0						
PO/InvoiceTotal:						\$19.89
Check Group:						
Amazon Order #112-3355996-0204218 for BlueDot Trading Adults Sports Pinnies Scrimmage Training Vests (12-Pack). Pinf		1	190408	CR-020519-12 2/5/2019	10.5.1002.4009.200.0000	\$34.06
BlueDot Trading Adult Sports Pinnies 12 Scrimmage Training Vests, Black		1	190408	CR-020519-12 2/5/2019	10.5.1002.4009.200.0000	\$34.06
BlueDot Trading 12 Green Adult Sports Pinnies scrimmage Training vests		1	190408	CR-020519-12 2/5/2019	10.5.1002.4009.200.0000	\$28.75
Check #: 0						
PO/InvoiceTotal:						\$96.87
Check Group:						
The Firebrands		3	190409	TM-020519-04 2/5/2019	10.5.1001.4104.100.0000	\$31.70

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1192 02/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Conflict and Controversy: Creating the Constitution		1	190409	TM-020519-04 2/5/2019	10.5.1001.4104.100.0000	\$7.88
The Prison-Ship Adventure of James Forten, Revolutionary		3	190409	TM-020519-04 2/5/2019	10.5.1001.4104.100.0000	\$26.85
Secret Soldier		1	190409	TM-020519-04 2/5/2019	10.5.1001.4104.100.0000	\$6.42
George Washington Crosses the Delaware: Would You Risk		1	190409	TM-020519-04 2/5/2019	10.5.1001.4104.100.0000	\$7.79
George Washington Crosses the Delaware: Would You Risk		1	190409	TM-020519-04 2/5/2019	10.5.1001.4104.100.0000	\$6.98
Check #: 0						
PO/InvoiceTotal:						\$87.62
Check Group:						
Amazon Order #112-7778904-2685015 Red Heart Garland Banner Bunting Valentine Decoration pack of 2, 26.2 ft. total		2	190410	CR-020519-11 2/5/2019	10.5.1002.4018.200.0000	\$11.98
Black 84" Round 12 Pack Premium Disposable Plastic Tablecloth		1	190410	CR-020519-11 2/5/2019	10.5.1002.4018.200.0000	\$19.99
UNO Card Game		2	190410	CR-020519-11 2/5/2019	10.5.1002.4018.200.0000	\$9.98
Amazon Order #112-9122045-7143431 Not Parent Approved: A Hilarious Card Game for Kids		1	190410	CR-020519-11 2/5/2019	10.5.1002.4018.200.0000	\$44.98
Check #: 0						
PO/InvoiceTotal:						\$86.93
Check Group:						
ECR4Kids 24"x48" Rectangular Dry Erase Adjustable Activity Table Chunky Legs		1	190413	TM-020519-05 2/5/2019	20.5.2540.4000.100.5000	\$189.42
Check #: 0						

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1192

02/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u> </u>
Check Group:						\$189.42
Amazon Order #112-6007720-2773808 for Plastic Rock Star Trophies (12 Pack)		4	190414	CR-020519-05 2/5/2019	10.5.1002.4018.200.0000	\$43.12
Rhode Island Novelty 5" Light Up Silver Sequin Bowtie		1	190414	CR-020519-05 2/5/2019	10.5.1002.4018.200.0000	\$4.50
Beistle Carpet Runner, Red (supplies and awards for Student Pep Assembly)		1	190414	CR-020519-05 2/5/2019	10.5.1002.4018.200.0000	\$9.15
						Check #: 0
						PO/InvoiceTotal: <u> </u>
Check Group:						\$56.77
Amazon Order #112-2867338-6065058 for Letter Size Clipboards 9" x 12.5" Standard Clip Hardboard (Pack of 12)		2	190415	CR-020519-13 2/5/2019	10.5.1002.4019.200.0000	\$45.90
Scissors, Verones 8 in. soft grip (15 pack)		2	190415	CR-020519-13 2/5/2019	10.5.1002.4019.200.0000	\$31.98
AmazonBasics Multipurpose Scissors - 3 pack		1	190415	CR-020519-13 2/5/2019	10.5.1002.4019.200.0000	\$9.99
Clipco Dry Erase Pocket sleeves Assorted Colors (30 Pack)		1	190415	CR-020519-13 2/5/2019	10.5.1002.4019.200.0000	\$22.95
Elmer's Disappearing Purple School Glue Washable 60 pack .24 oz. sticks		2	190415	CR-020519-13 2/5/2019	10.5.1002.4019.200.0000	\$33.76
Amazon Order #112-0149435-9365024 for IRIS Medium Desktop Drawer System		1	190415	CR-020519-13 2/5/2019	10.5.1002.4019.200.0000	\$13.65
						Check #: 0
						PO/InvoiceTotal: <u> </u>
Check Group:						\$158.23

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1192 02/20/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Counting Tyme book		15	190418	TM-020519-06 2/5/2019	10.5.1001.4000.100.0000	\$175.35

Check #: 0

PO/InvoiceTotal:	\$175.35
Vendor Total:	\$5,382.60
Grand Total:	\$5,382.60

End of Report

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1206

02/25/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Discovery Benefits						
Check Group:						
January FSA monthly fee		1 0		0000976905-IN 1/31/2019	10.5.2520.3100.300.0000	\$122.50

Check #: 0

PO/InvoiceTotal:	<u>\$122.50</u>
Vendor Total:	<u>\$122.50</u>
Grand Total:	\$122.50

End of Report

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1191 02/28/2019

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Childhood Victories, Inc						
Check Group:						
Parent and student presentations		1	0	V157329 8/3/2018	10.5.1002.3100.200.0000	\$2,100.00
				Check #: 0		
					PO/InvoiceTotal:	\$2,100.00
					Vendor Total:	\$2,100.00
					Grand Total:	\$2,100.00

End of Report

February 2019 Revenue and Expenses

REVENUES	FY19-Budget	February FY19	YTD	% Realized
Education	\$ 11,353,788	\$ 1,457,253	\$ 6,801,618	59.9%
Oper & Maint	\$ 1,772,300	\$ 166,024	\$ 1,003,308	56.6%
Bond/Int	\$ 1,315,492	\$ 199,586	\$ 778,459	59.2%
Trans	\$ 959,262	\$ 86,961	\$ 539,350	56.2%
IMRF	\$ 457,124	\$ 35,537	\$ 292,006	63.9%
Site/Construction	\$ -	\$ -	\$ -	-
Working Cash	\$ 3,500	\$ -	\$ 2,583	73.8%
Tort	\$ 89,491	\$ 10,316	\$ 50,172	56.1%
Life Safety	\$ 3,943	\$ -	\$ 2,726	69.1%
Total	\$ 15,954,900	\$ 1,955,678	\$ 9,470,222	59.4%

EXPENSES	FY19-Budget	February FY19	YTD	% Used
Education	\$ 11,602,865	\$ 847,470	\$ 5,884,459	50.7%
Oper & Maint	\$ 1,976,987	\$ 89,327	\$ 749,226	37.9%
Bond/Int	\$ 1,898,686	\$ 1,750	\$ 1,877,875	98.9%
Trans	\$ 818,003	\$ 63,671	\$ 389,079	47.6%
IMRF	\$ 346,516	\$ 27,059	\$ 189,035	54.6%
Site/Construction	\$ -	\$ -	\$ -	-
Working Cash	\$ -	\$ -	\$ -	-
Tort	\$ 72,043	\$ -	\$ 75,045	104.2%
Life Safety	\$ 6,500	\$ 99	\$ 2,992	46.0%
Total	\$ 16,721,600	\$ 1,029,376	\$ 9,167,711	54.8%

**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 2019-20 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 2019-20 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 2019-20 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: _____

EXHIBIT A

CERTIFICATE OF INSURANCE FOR PARK DISTRICT

Staffing Recommendations 2019-20				
Certified Teachers	2018-19 Elementary	2019-20 Elementary	2018-19 Middle	2019-20 Middle
Kindergarten	4.0	3.0		
Grade 1	3.0	4.0-5.0		
Grade 2	4.0	3.0		
Grade 3	3.0	4.0		
Grade 4	3.0	3.0		
Grade 5			4.0	4.0
Grade 6			4.0	4.0
Grades 7-8			8.0	8.0
Art	1.0	1.0	1.0	1.0
Music	1.0	1.0	2.0	2.0
P.E.	1.0	1.0	2.67	2.67
IMC	.50	.50	.50	.50
Health			1.0	1.0
Mod Tech			1.0	1.0
Innovative Tchg.	.50	.50	.50	.50
Gifted	1.0	1.0	1.0	1.0
Spanish	1.0	1.0	2.2	2.2
ELL	1.50	1.50	.30	.30
Speech	1.6	1.6	LADSE	LADSE
Social Worker	1.0	1.0	1.0	1.0
Reading	1.7	1.7	1.0	1.0
Math RtI	1.0	1.0	1.0	1.0
Special Ed.	5.5	6.0	4.0	5.0
Support Staff	2018-19 Elementary	2019-20 Elementary	2018-19 Middle	2019-20 Middle
Instructional Aides*	16.77	14	9	8
Lunchroom/Clerical Aides	1.90	1.90	1	1
Nurse	1.0	1.0	1.0	1.0
Secretary	1.0	1.0	1.0	1.0
Custodian	1.0	1.0	1.0	1.0
Bright Beginnings	2018-19 Elementary	2019-20 Elementary		
Teachers	3.50	3		
Instructional Aides*	3.5	3.5		
District Custodial Personnel			2018-19	2019-20
Maintenance			1	1

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

Personnel Report

March 20, 2019

1. Retirement of Personnel

Retirement letters have been received for the following employees as listed below.

Recommendation:

That the Board of Education approves the retirement of:

**Maureen Olsen, kindergarten, effective the end of the 2018-19 school year;
Wendy Rydberg, instructional aide, effective the end of the 2018-19 school year;
Charlotte Reschke, middle school secretary, effective January 15, 2020;
Jeanne Williamson, gifted teacher, effective the end of the 2019-20 school year;
Kristin McFadden, kindergarten, effective the end of the 2019-20 school year;
Judy Johnson, middle school LA, effective the end of the 2019-20 school year;
Kay Lewellyan, STEM teacher, effective the end of the 2019-20 school year; and
John Reid, middle school science, effective the end of the 2019-20 school year.**

2. Resignation of Personnel

A resignation letter was received from Joy Tristano, middle school resource teacher, effective April 23, 2019.

Recommendation:

That the Board of Education accept the resignation of Joy Tristano, middle school resource teacher, effective April 23, 2019.

3. Employment of Certified Personnel

Fred Bell, middle school band teacher, is requesting an extension in his temporary disability due to a serious illness. Fred is expecting to return on the first day of the 2019-20 school year. Per contract, Fred is entitled to a leave for 120 days. The Board has the option to extend his unpaid temporary disability leave beyond 120 days.

Recommendation:

That the Board of Education approve the request to extend Fred Bell's unpaid temporary disability leave until the end of the 2018-19 school year.

4. Honorable Dismissal of Teachers

That the Board of Education adopt the attached Resolution for Honorable Dismissal of Teachers.

Recommendation:

That the Board of Education adopt the Resolution for Honorable Dismissal of Teachers at the close of the 2018-19 school year for:

Corey Gallai

5. Reemployment of Certified Personnel

Recommendation:

That the Board of Education reemploys the following certified personnel for the 2019-20 school year:

Renew for Tenure Status

Annette Szymczak (Language Arts and Spanish)

Meagan Bubulka (Innovative Teaching Coach)

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

Juliette Marrari (Art Teacher)

Jennifer Soverino (Early Childhood Special Education)

Lucy Killian (Reading Specialist/RtI Facilitator)

Michelle Interrante (Resource Teacher)

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

Maggie Bialobrzewski (Bilingual Polish ELL)

Patricia Kelly (Middle School Resource)

Margaret McCarter (Middle School Math)

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

Sara Poplawski (Resource Teacher)

Brooke Martyn (Resource Teacher)

Therese Porod (Sp/Lang Pathologist)

Amy Zielke (Kindergarten)

Sara Ortiz (Math Specialist)

Ashley August (Middle School Math)

Renew for Part-Time, Non-Tenure Status

Colleen Enger (.60 FTE Speech/Language Pathologist)

Bethany George (.80 FTE ESL)

Michelle Jarosik (.52 FTE Preschool)

Jolene Lorimer (.70 FTE Reading Specialist)

Jennifer Newberry (.67 FTE Middle P.E.)

**INTERGOVERNMENTAL AGREEMENT BETWEEN LA GRANGE
PUBLIC LIBRARY AND PLEASANTDALE SCHOOL DISTRICT #107**

THIS AGREEMENT (“Agreement”) is made between the La Grange Public Library (“Library”) and Pleasantdale School District #107 (“School District”) this ____ day of _____ 2019.

RECITALS

WHEREAS, the School District and the Library are authorized by Article VII, Section 10 of the Illinois Constitution and by the Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.) to enter into agreements with each other regarding matters of mutual concern; and

WHEREAS, the Library has authority under Section 5/4-6(12) of the Illinois Local Library Act (75 ILCS 5/4-6(12)) (the "Act") to enter into contracts with any public corporation or entity for the purpose of providing library services and performing any and all other acts necessary and proper to carry out the responsibilities, the intent, and the provisions of the Act; and

WHEREAS, the Library has authority under Section 5/4-6(12) of the Act, 75 ILCS 5/4-6(12), to extend the privileges and use of the library without charging a nonresident fee pursuant to the terms of a reciprocal agreement with a public corporation or entity; and

WHEREAS, the Library wishes to enter into an agreement to make library services and materials available for use to the students of the School District while the school library is closed for four to six months for renovation by providing the students with temporary library cards so that they are able to obtain library materials without payment of non-resident fees during the renovation, irrespective of whether they reside within the jurisdictional boundaries of the Library (“Temporary Card”); and

WHEREAS, the Library and the School District believe that access to the Library can be a benefit to the School District’s students during the short-term closure of their school library and believe that it is in the best interests of the community to provide temporary assistance to a neighboring school library and to enter into this Agreement; and

NOW THEREFORE, in consideration of the mutual undertaking and covenants of the parties as herein set forth, and for other good and valuable considerations, the receipt and sufficiency of which are hereby mutually acknowledged, the Board of Library Trustees of the Village of La Grange and the Board of Education of the Pleasantdale School District #107.

1. The School District shall, by May 1, 2019, provide the Library with a list of Pleasantdale School District #107 students, including those who are not a resident within the jurisdictional boundaries of the Library, to be authorized to obtain a Temporary Card. These students will not have borrowing privileges at any other library pursuant to any of the Library’s other reciprocal agreements. The School District shall distribute pertinent information about the Temporary Card program to parents or legal guardians of the students. A Temporary Card may be obtained at the Library. Temporary

Cards shall be valid until October 31, 2019 and shall not be renewed. Students shall be subject to and shall be required to comply with Library rules, regulations and policies.

2. The School District shall be financially responsible for all fees, fines and costs for lost or damaged library materials. The Library will notify the School District's designated contact person of any lost, damaged or overdue items at the end of October, 2019. At the end of October, a bill will be sent to the School District's designated contact person detailing any lost or damaged books. The School District will be financially responsible for paying this final bill, in full, by the end of November, 2019.

3. This Agreement may be terminated by either party upon thirty (30) days prior written notice or by the Library, without notice, for cause, including, but not limited to, the failure to provide information required under this Agreement, the provision of false information or violation of Library policies, rules or regulations by any person who utilizes Library services under this Agreement. Termination of this Agreement does not terminate the School District's liability to pay all fees, fines and costs as discussed in Paragraph 2 above.

4. The Library reserves the right to revise any or all general library services at the Library during the term of this Agreement.

5. Both parties agree that all registration and circulation records of the Library pertaining to the Temporary Cards will remain confidential in accordance with the Illinois Library Records Confidentiality Act and any other applicable statutes and will not be disclosed except in accordance with the Illinois Library Records Confidentiality Act. Library registration and circulation records are specifically exempt from disclosure under the Illinois Freedom of Information Act. Both parties agree to work together to ensure compliance with all applicable laws and statutes.

6. The School District, through its school librarian shall work jointly with the Library to provide appropriate assistance as mutually agreed by the School District and Library department heads;

7. No modification of this Agreement shall be effective unless and until such modification is evidenced in writing and signed by both parties.

8. This Agreement contains the entire understanding between the parties and supersedes any prior understanding or written or oral agreements between them regarding the within subject matter. There are no representations, agreements, arrangements or understandings, oral or written, between and among the parties hereto relating to the subject matter of this Agreement which are not fully expressed herein.

9. This Agreement is for the benefit of the parties and does not confer any rights or benefits on any third party, including any employee of any party.

10. This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same Agreement.

11. If any provision of this Agreement, or any paragraph, sentence, clause, phrase or word, or the application thereof, in any circumstances, is held invalid, the remainder of the Agreement shall be construed as if such invalid part were never included herein and the Agreement shall be and remain valid and enforceable to the fullest extent permitted by law.

12. The laws of the State of Illinois shall govern the interpretation and enforcement of this Agreement.

14. Under no circumstances shall this Agreement be assigned by any party or be construed as one of agency partnership, joint venture, or employment between the parties. The parties shall each be solely responsible for the conduct of their respective officers, employees and agents in connection with the performance of their obligation under this Agreement.

15. The Recitals of this Agreement are hereby adopted as if fully set forth herein.

Adopted by the parties on the date written above.

LAGRANGE PUBLIC LIBRARY

PLEASANTDALE SCHOOL DISTRICT #107

By: _____

By: _____

Pleasantdale Elementary School
8100 School Street
La Grange, IL 60525
708.246.4700 Fax: 708.246.4625



Pleasantdale Middle School
7450 S. Wolf Road
Burr Ridge, IL 60527
708.246.3210 Fax: 708.352.0092

Pleasantdale School District 107 | 7450 S. Wolf Road | Burr Ridge, IL 60527 | 708.784.2013 | Fax: 708.246.0161 | www.d107.org

The Strategic Blueprint goal of building human capital focuses on engaging our teachers in relevant, timely, pertinent, and personalized professional development. Continuing our efforts from last year, we have planned and provided professional development that aligns with our Strategic Blueprint action steps, our new curriculum review process, and has a direct impact on our Pleasantdale staff and students.

The administrative team continues to use the findings from the Center for Public Education (2013) study on professional development to guide our planning for PD. The study recommends that professional development should be ongoing, varied in approach, encourage active participation, include modeling/coaching, and appropriate to the grade levels and subject areas of teachers participating. As a district, we know and strongly believe that teachers must be given the time and support to learn new curricula and instructional practices, and at the same time teachers must be provided coaching and opportunities for active engagement during the implementation of the practices and curricula. A recap of the professional development we've provided as a district is outlined below.

Summer 2018 PD and Planning

Given that we were embarking on new initiatives for the 2018-2019 school year, we offered trainings in writers workshop, co-teaching, and our math programs for both K-5 and 6-8 ([2018 Summer Work info. sheet linked HERE](#)). All trainings were well-attended and helped set the stage for implementation for the school year. In addition, teachers in each subject area participated in curriculum writing projects that focused on the work to be done in each department's phase of the curriculum review process. Examples include: the middle school social studies department worked with a trainer through the West 40 ROE to create a new scope and sequence aligned to the new Illinois social studies standards; the K-5 math team developed "I Can" statement for all units of Bridges so that teachers can post learning targets for each lesson they teach throughout the year ([Sample 5th Grade "I Can" statements linked HERE](#)).

2018-2019 School Year PD and Planning

The focus of the 2018-2019 school year professional development was to continue learning in all of the new areas: co-teaching, writers workshop, new math resources, instructional coaching, and subject area-specific projects. Our opening institute day in August ([Agenda linked HERE](#)) provided teachers the opportunity to attend mini-sessions of their choice in a variety of topics aligned to our Strategic Blueprint. Throughout the school year, our K-4 teachers have been working with our consultant on writers workshop. Each grade level team has been through training, seen modeling in classrooms, and had planning sessions to refine their writers workshop units this year. Our math department has received training and support through MCMi ([Metro Chicago Math Initiative](#)) to aid in the implementation of their new resources. We've continued training our co-teaching pairs by partnering with Suzy Dees, a consultant from the West 40 ROE, and she will continue to train and coach our co-teaching pairs next year. We trained 11 new mentors in the district through our partnership with Northwestern University ([Training presentation linked HERE](#)), and we sent six more staff members to the Jim Knight

intensive instructional coaching training ([information HERE](#)), plus trained the five staff from last year in the Jim Knight advanced program. Those who are in the advanced program for instructional coaching have each started doing coaching cycles with teachers. At the same time all of this professional development was happening, we also managed to meet one of our safety goals and train the entire PSD 107 staff in CPR! Finally, this year we made it a goal to provide each department and grade level team with collaboration and planning time at each institute day this year. The agendas for these planning times were created by our curriculum council representatives in accordance with the curriculum review process ([Institute Agenda linked HERE](#)). These planning sessions also served as a continuation of the curriculum planning work done during Wednesday curriculum and department meetings.

Summer 2019 PD and Planning

Because we are entering into a year in which we will reflect and refine our Strategic Blueprint work, we will shift our summer work to emphasize and prioritize subject-area curriculum projects over professional development. While we will still offer a few professional development sessions, we want our teachers to have time to review the units they've worked on and implemented this past year to allow for that time of reflection and refinement that we have proposed for the 2019-2020 school year. Our 2019 Summer Work budget reflects this shift in priorities. We will offer professional development sessions on conferring in writers workshop, co-teaching training for any staff new to co-teaching next year, and a few workshops on integrating technology into daily lesson planning. The subject-area curriculum projects in each discipline will continue to be led by the subject-area coordinators and the Assistant Superintendent. Any additional projects or opportunities will go through approval by the Assistant Superintendent. The budget for summer work for 2019 is shown below:

	Professional Development Workshops	Subject Area Curriculum Projects	Total
Budgeted for Summer 2019	\$12,000	\$38,000	\$50,000

Presentation Takeaways:

- Professional development in Pleasantdale District 107 continues to be aligned with our Strategic Blueprint, our curriculum review process, and the principles for effective professional development (Center for Public Education, 2013).
- We continue to engage our staff in professional development that is ongoing and relevant to their subject areas and/or grade levels through varied approaches that include modeling and coaching.
- Summer work for 2019 will emphasize subject area curriculum projects to support the goal of reflecting and refining our Strategic Blueprint action steps in addition to a select number of professional development opportunities.

Pleasantdale Elementary School
8100 School Street
La Grange, IL 60525
708.246.4700 Fax: 708.246.4625



Pleasantdale Middle School
7450 S. Wolf Road
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708.246.3210 Fax: 708.352.0092

Pleasantdale School District 107 | 7450 S. Wolf Road | Burr Ridge, IL 60527 | 708.784.2013 | Fax: 708.246.0161 | www.d107.org

Executive Summary of Updates to the
Parent/Student Handbook for Pleasantdale School District 107
submitted by

Middle School Principal Griffin Sonntag and Elementary Principal Kathleen Tomei

The D107 Parent/Student Handbook is a very comprehensive document. It is clear that many hours have been spent reflecting the practices, expectations, and legal mandates required in a Parent/School Handbook and aligning these to school board policy. The previous administrators who developed this document and the previous School Boards who have approved it over the years should be commended. As you will see the changes reflected in the proposed 2019-2020 Parent/Student Handbook, the changes were very minor in nature and were a continuation of language cleanup from last year combined with recommendations from the Illinois Principals' Association Model Parent/Student Handbook.

We want to thank the participants on this year's Parent/Student Handbook Committee and recognize them here:

Linda Sheridan, Teacher
MaryJo Borse, Teacher
Barbara Triggs, Teacher
Jennifer Newberry, Teacher
Sally Ortiz, Teacher
Carole Lee, Parent
Nikki Leonard, Parent
Brienne Malatt, Assistant Principal
Kathleen Tomei, Principal
Griffin Sonntag, Principal

Updating the Parent/Student Handbook involved a three-step process:

1. The current handbook was read by current administrators, staff, and parents.
2. A meeting occurred on Friday, March 8, 2019 to discuss any requested changes or lack of clarity in the language.
3. Finally, Ms. Tomei and Mr. Sonntag discussed the additional proposed changes and inserted them into the proposed final document.

Proposed changes to the Handbook generally fell into three categories outlined below:

1. The recommended updates by the Illinois Principal's Association Model Student Handbook in which the Association provides legal updates and suggestions based upon the laws enacted with the State of Illinois and changes to BOE policy through PRESS over the past year.
2. Alignment of our current practices to the language found within the handbook.
3. In some places, like awards and recess/lunch times, the language changed to be purposefully more general in order to provide for flexibility for the schools, and in developing new ways to recognize students that align to the strategic blueprint and our portrait of a graduate.

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A guide for how to read the redlined document:

Strikethrough = deleted from a previous version

Red = additional new language

Double strikethrough in green = exact language is moved to a new location

Double underline in green = exact language put in this new location

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- 4.15 - Bus Conduct
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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 of Education’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 (2019) President	630-734-1741
<i>7985 Woodside Lane, Burr Ridge 60527</i>	<i>mirabile@board107.org</i>
Kristin Violante (2021) Vice President	708-473-8672
<i>8226 Scenic Drive, Willow Springs 60480</i>	<i>violante@board107.org</i>
Mary Lenzen (2021) Secretary	630-201-0702
<i>8241 School Street, LaGrange 60525</i>	<i>lenzen@board107.org</i>
Jon Buralli (2021)	708-784-9462
<i>7243 Flagg Creek Drive, Indian Head Park 60525</i>	<i>buralli@board107.org</i>
Vipul Dedhia (2019)	708-539-3961
<i>11047 W. 72nd Street, Indian Head Park 60525</i>	<i>dedhia@board107.org</i>
David Negron (2019)	312-985-6179
<i>8524 Candlelight Drive West, Willow Springs 60480</i>	<i>negron@board107.org</i>
Michael Rak (2019)	708-467-0568
<i>8631 Dunbar, Willow Springs 60480</i>	<i>rak@board107.org</i>

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

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of each meeting is set aside for comments from visitors.

SCHOOLS AND STAFF

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

Superintendent:
Business Manager:
Director of Special Education:
Assistant Superintendent of Teaching and Learning
Superintendent's Secretary:
Bookkeeper:

Dr. Dave Palzet
[Frank Adams](#)[Dr. Catherine Chang](#)
Deborah Lubeck
Dr. Jennifer Ban
Erika Sawosko
Teri Makutenas

Pleasantdale Elementary School (PreK-4)
8100 School Street
LaGrange, Illinois 60525
Telephone: (708) 246-4700
To report an absence: Log into Pickup Patrol

Principal: Kathleen Tomei

Secretary: [Terry Maly](#)[Leah London](#)
Clerical Aide: [Sandra Nichin](#)[Terry Maly](#)
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
or email: middleattendance@d107.org

Principal: Griffin Sonntag
Assistant Principal: [Brienne Malatt](#)[Meg Knapik](#)

Secretary: Charlotte Reschke
Clerical Aide: Maria Cuevas
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

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Student Discipline	Classroom Teacher	Principal/Assistant Principal	Superintendent
Co-Curricular Athletics Activities	Coach/Sponsor	Office Staff	Principal/Assistant Principal
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	

See www.d107.org for complete list of phone numbers and email addresses.

1.35 – School Hours, Arrival/Departure Procedures

SCHOOL HOURS

Below are the normal school hours. See page [redacted] for information about changes in start times due to inclement weather.

Pleasantdale Elementary

Bright Beginnings Preschool	9:10 - 11:40 a.m. morning session 12:40 - 3:10 p.m. afternoon session
Extended-day Kindergarten, 1 st – 4 th grade	8:40 a.m. - student arrival begins 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: 11:27 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 *Arrival*

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- 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. Students who are tardy disrupt their learning and the learning of other students. Tardy students will receive a tardy slip which must be given to the classroom teacher.

Departure

- The school must be notified via Pickup Patrol by 2:30 p.m. of alternative transportation arrangements or attendance at after-school activities. 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. The front main doors are not dismissal points for children picked up after school.
- When a child does not have permission via Pickup Patrol regarding a change in pick-up, the child will be dismissed according to his/her default Pickup Patrol schedule.
- 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 to sign out their child.
- After School Departure – All busses load in the front of the building. At the end of the school day or after school activities, 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. Parents are to walk preschool students to the preschool door for drop-off and pick-up.

Pleasantdale Middle

- Early Arrival - Students arriving before 8:00 a.m. to partake in an activity or receive morning academic help must sign in on the computers in the main lobby. ~~StudentsIf students are arriving for morning academic help, they should make pre-arrangements with~~ secure a pass from their teacher, or supervisor in advance.
- Morning Arrival - When students arrive, 5th and 6th grade students must wait for the bell in the front of the school. 7th and 8th grade students will wait for the bell in the outside commons area. During inclement weather, 5th and 6th grade students will wait for the bell in ~~the front~~ hallway outside the north gym; 7th and 8th grade students will wait for the bell in the lunchroom.
- ~~Tardy~~ Late Arrival - Students who are late to school must stop in the main 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 main 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 may be unavailable. For security reasons, cleaning crew members will not allow entrance to the building after school hours.

1.40 — Visitors/Volunteers

All visitors/volunteers, 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/volunteers must sign in, identifying their name, the date and time of arrival, and the classroom or location they are visiting. Visitors/volunteers will provide their driver's license or state ID to be scanned by our security system and kept in the office. 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/volunteers 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 and retrieve their ID.

Visitors/volunteers are expected to abide by all school rules and the visitor/volunteer guidelines during their time on school property. A visitor/volunteers 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 Educational Opportunities 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.
- 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.

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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

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 adhere to the volunteer guidelines.

1.80 - 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.

1.84 - Birthdays

Birthdays – Pleasantdale Elementary

Birthdays are special occasions for children. Birthdays and half-birthdays are recognized at school. They receive a small gift from the office, announce their birthday over the intercom, and lead the school in the morning pledge and song. Sending birthday treats or gifts to school is not allowed. Children have the option of donating toward ~~at the recommended~~ birthday book in the library ~~treat~~. Parents will receive more information ~~about birthday books from~~ through the PTO.

The distribution of party invitations can often create a disturbance to the school environment. At times, school may not an appropriate place to communicate (birthday) party information. ~~Invitations often get misplaced, given to the wrong people, etc.~~ Parents ~~must are requested to~~ take care of birthday party invitations outside of school for grades 2 through 4.

~~However, we also recognize that our youngest students (Preschool through first grade) may need to distribute invitations at school. Therefore, the below rules must be adhered to.~~

1. Distribution can only occur during non-instructional hours (before the start of class or at the end of the day) and to your child's classroom only.
2. To the greatest extent possible the child will be responsible for distribution, but staff will make ensure that all students in the class receive an invitation.
3. ALL children in the class must receive an invitation.
4. The invitations must be nondescript and not addressed to specific children but simply indicating the time, location, date, etc.

~~Grades two through four should not distribute party invitations at school.~~

Birthdays – Pleasantdale Middle

Student birthdays and half-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 ~~must are encouraged to~~ communicate individual birthday party information outside of school. Students are not allowed to decorate lockers in celebration of birthdays. The middle school ~~Spirit Squad~~ ~~spirit squad~~ may decorate student lockers on the students' birthdays or half-birthdays. ~~Grades five through eight should not distribute party invitations at school.~~

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 - Student Recognition

There are many opportunities at both schools for students to be recognized throughout the school year. Positive student recognition is an important part of both schools' child-centered philosophies.

1.87 - Parent Organizations

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Parent Teacher Organization (PTO)

The PTO actively strives to help parents and teachers cooperate in the education of children. PTO programs and fundraising 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 the PTO is located on the District web page.

Holiday Parties – Pleasantdale Elementary

PTO Room Reps will organize classroom parties for certain holidays during the school year. No food or candy will be served at holiday parties. –Valentine cards cannot include anything edible. Classroom parties will focus on holiday-related games and activities. Photos taken during parties will be shared in a school album and should not be posted on personal social media pages. ~~A nominal fee will be assessed for each child payable to the PTO.~~

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 School or District Offices. 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 ~~located~~maintained near the office in the elementary school and near the gymnasium in the middle school. If an article is lost, a child should first check with the classroom teacher, then the lost and found area. If an item is believed to have been left on a school bus, the student should report this as soon as possible to the main office.~~The lost and found area should be checked regularly as lost items usually end up in the lost and found.~~

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, social media, and communicated through local media channels.

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.

1.92 - 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. Personal cell phones and other communication devices possessed by students should be off and out of sight during the school day.

1.93 - Collection of Money

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

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. 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.

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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 their child's current grade status in each subject by means of a web-based program called Skyward Family Access. ~~The quantity of 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.

Schoology Access

Our district uses a Learning Management System (LMS) called Schoology for students and parents to access information about class learning and assignments, including directions, resources, and due dates. Schoology can be accessed at <http://pleasantdale.schoology.com>. There will be opportunities for parents to receive instruction on how to access Schoology at the beginning of each year. Parents may contact the main office with questions about Schoology access at any point during the year.

Seesaw Access

Teachers in Pre-K-2nd grades may use a similar program called SeeSaw. Information about how to access this will come from the classroom teacher.

Curriculum Night

Pleasantdale Elementary and Middle schools host this important event on separate nights at the beginning of the school year. Parents will receive information regarding communication, homework, curriculum, classroom management, 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 during the week of Thanksgiving. [The middle school schedules additional conferences during 2nd trimester, as needed.](#)

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 extracurricular activity (cooking club) will be identified and communicated to parents in advance.
- Food sold as concessions outside of the school day at school or PTO sponsored events must be prepackaged with the ingredients listed unless parents are notified in advance that 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

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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, or have a religious reason requiring absence.~~

2.20 - Student Absences

Daily student attendance is vital for our schools to best educate our students.

Elementary

Parents or guardians must log their child's absence into Pickup Patrol before 9 a.m. for elementary student absences. If a parent does not log the absence 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 knows 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 may 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 may be required before the child will be readmitted to school. A doctor's statement may be required when a child returns following a contagious disease. A student must be present at school by 12:00 p.m. to participate in after school/evening activities.

A student is considered absent if he/she misses 20 minutes or more in the morning or afternoon.

Middle School

Parents or guardians must [email \(middleattendance@d107.org\)](mailto:middleattendance@d107.org) or call the absence line before 8:15 a.m. for middle school student absences. The caller/[email](mailto:middleattendance@d107.org) must state the child's name, grade, reason for absence, and date(s) of absence. If a parent does not [email](mailto:middleattendance@d107.org)/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 knows 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 may 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 may be required before the child will be readmitted to school. A doctor's statement may be required when a child returns following a contagious disease. A student/An athlete must be present at school by 12:00 p.m. to participate in after school/evening activities/a game or practice on that day.

Reasons for Absence

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

Valid/excused reasons for absence

- Illness
- Death in the immediate family
- Family emergency
- Observance of a religious holiday
- Attending a military honors funeral to sound TAPS
- 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/unexcused reasons for absence

- Oversleeping
- Missing the bus
- Babysitting
- Completing work for a class
- Non-school sponsored activities
- Vacation

A phone call from a parent or guardian will not excuse a student in these circumstances. The school district will initiate preventive and supportive measures for students who are absent from school excessively, especially invalid/unexcused absences.

Additionally, a student will be excused for up to 5 days in cases where the student's parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings. The Board of Education, in its discretion, may excuse a student for additional days relative to such leave or deployment. A student and the student's parent/guardian are responsible for obtaining assignments from the student's teachers prior to any excused absences and for ensuring that such assignments are completed by the student prior to his or her return to school.

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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 in a Trimester are subject to school discipline procedures. The principal or assistant 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. It is the parent responsibility to ensure that their children make up what needs to be made up.

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 may not be able to provide will gather work ahead of time, as feasible. Other assignments will be saved for the child to do after the extended

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absence. Any work that is given at the beginning of an extended absence should 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 (flashcards).
- 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. Prior to the holiday, parents and/or guardians should inform the school of the absence and reason for the absence.

2.40 - Make-Up Work

Students are responsible for their schoolwork when they are absent. Parents and students can use Schoology, our online Learning Management System, or email teachers directly to check for assignments. After two consecutive days of absence, arrangements may be made for someone to pick up the assignments from the school office between 3:20 and 4:00 p.m.

Family vacations while school is in session are discouraged. 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

Student attendance A chronic or habitual truant, as defined by Illinois School Code, is critical to the learning process. Truancy is therefore a serious issue and will be dealt with in a serious manner by the school and district.

Students who miss 5% or more than 1% but less than 5% of the previous 180 regular school attendance days without valid cause (a recognized excuse) are truant. Students who miss 5% or more of the prior 180 regular school days without valid cause are chronic truants. Students who are chronic truants will be offered support services and resources aimed at correcting the truancy issue. Chronic or habitual truants could be referred to the county truancy service and/or the police department.

If chronic truancy persists after support services and other

The following resources and supportive services are made 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 and district will take further action, including personnel
- Counseling/testing services of school social workers and school psychologists.
 - Referral to the truancy officer
 - Reporting to officials under the Juvenile Court Act
 - Referral to the State's Attorney
 - Appropriate school discipline

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* A student who misses 15 consecutive days of school without valid cause and who cannot be located or, after exhausting all available support community agencies for appropriate services, cannot be compelled to return to school is subject to expulsion from school.

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* A parent or guardian who knowingly and willfully permits a child to be truant is in violation of State law. Special education assessment

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2.60 - Grading & Promotion

Report Cards

- Report cards are posted throughout the year through Skyward. The third trimester report card will be mailed home after school lets out for the summer.
- Parents are encouraged to check their child's grades on Skyward on a regular basis. Letter grades on report cards begin in 3rd grade. Students younger than 3rd grade receive a numerical grade as described on the report card. In addition, Spanish, physical education, music, and art in the Elementary School also receive numerical grades. At the middle school, midway through each trimester, an email is sent home to remind parents to check midterm grades.

Grading

District Subject Grading Scale (3rd-8th Grades):

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

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. Grade 8 students may also be prohibited from participation in the graduation ceremony or other 8th grade activities and privileges 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.

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Connections Program – Elementary

The gifted/enrichment teacher meets regularly with PreK – grade 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 at the end of grade 3. Students who are determined to need ongoing challenge are identified for Connections, our talented and gifted program.

Leveled English Language Arts Classes - Middle

In grades 5-8, students are identified for either on-level, extended, or advanced (grades 7 & 8) English Language Arts (ELA) classes.

Leveled Math Classes

In grades 5-8, students are identified for either on-level or accelerated 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.

Qualifications for accelerated or extended instruction in English Language Arts and Math are detailed in the district's Talented and Gifted (TAG) Program document, found on the school district's website.

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 (and many grade levels expect that students and parents will read for a minimum of 20 minutes per day):

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

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.
- Families are encouraged to set aside time each day to read. This provides the opportunity to practice reading and helps establish a life-long habit.
- 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.

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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 Schoology 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 Schoology and 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 Schoology and Skyward as a tool for accessing information concerning homework and grades
- Return to school to pick up forgotten materials and /or homework whenever needed

2.80 - Exemption from the Physical Education Requirement

In order to be excused from participation in physical education, a student must present an appropriate excuse from his or her parent/guardian or from a person licensed under the Medical Practice Act. The excuse may be based on medical or religious prohibitions. An excuse because of medical reasons must include a signed statement from a person licensed under the Medical Practice Act that corroborates the medical reason for the request. An excuse based on religious reasons must include a signed statement from a member of the clergy that corroborates the religious reason for the request.

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A student in grades 7-8 may submit a written request to the building principal requesting to be excused from physical education courses because of the student's ongoing participation in an interscholastic or extracurricular athletic program. The building principal will evaluate requests on a case-by-case basis.

Students with an Individualized Education Program may also be excused from physical education courses for reasons stated in Handbook Procedure 10.301.

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Special activities in physical education will be provided for a student whose physical or emotional condition, as determined by a person licensed under the Medical Practices Act, prevents his or her participation in the physical education course.

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State law prohibits the School District from honoring parental excuses based upon a student's participation in athletic training, activities, or competitions conducted outside the auspices of the School District.

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Students who have been excused from physical education shall return to the course as soon as practical. The following considerations will be used to determine when a student shall return to a physical education course:

1. The time of year when the student's participation ceases and the students class schedule.

2.100 - Home and Hospital Instruction

Homebound Tutoring

A student who is absent from school, or whose physician, physician assistant or advance practice registered nurse anticipates his or her absence from school, because of a medical condition may be eligible for instruction in the student's home or hospital. This service is available to all district students meeting eligibility requirements according to district policy 6:150 at no charge to the family.

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Chapter 3 - Student Fees and Meal Costs

3.00 - Registration

Registration for returning students can be completed online at www.d107.org. Additionally, students advancing to Grade 5 will need to verify residency before the first day of student attendance.

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 or 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: 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 information can be obtained by contacting the district office.

Waivers

Fines, Fees, and Charges; Waiver of Student Fees

~~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~~

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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.

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Applications for fee waivers may be submitted by a parent or guardian of a student who has been assessed a fee. As a student is eligible for a fee waiver if at least one of the following prerequisites is met: 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.

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1. The student currently lives in a household that meets the free lunch or breakfast eligibility guidelines established by the federal government pursuant to the National School Lunch Act; or
2. The student or the student's family is currently receiving aid under Article IV of the Illinois Public Aid Code (Aid to Families of Dependent Children).

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

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

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The building principal will notify the parent/guardian promptly as to whether the fee waiver request has been granted or denied. Questions regarding the fee waiver application process should be addressed to the building principal.

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Pursuant to the Hunger-Free Student's Bill of Rights Act, the school is required to provide a federally reimbursable meal or snack to a student who requests one, regardless of whether the student has the ability to pay for the meal or snack or owes money for earlier meals or snacks. Students may not be provided with an alternative meal or snack and the school is prohibited from publicly identifying or stigmatizing a student who cannot pay for or owes money for a meal or snack.

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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 (708)784-2013.

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3.20 - School Lunch Program

All full-day students eat lunch at school. Students have the option of purchasing hot lunch or bringing their own. Menus will be posted each month on our district's website so parents and students are aware of the food that will be served in advance. 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 or district office.

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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 front and rear video cameras to record student behavior.

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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.
- Parents/guardians of kindergarten students must meet their child at the 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, Smartphones, and other electronic devices must be silenced on the bus unless a student uses headphones.

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Consequences of Improper Bus Riding Behavior

Pleasantdale Elementary

- Students are expected to follow the Eagle Way on the bus.
 - o 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.

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- 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.

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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 along the Kiss and Go lane.
- Please do not allow your child to run across the parking lot to join his/her class.
- Do not drive into bus lanes (painted yellow curb area) 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.
- Parents of preschool students are to park their car and walk their student to the door for drop off and pickup.

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 sidewalk (no waiting next to the flagpole).
- 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.

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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

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front of the middle school building. Bicycle registration with the police and wearing helmets are highly encouraged. Bicycle-riding, skateboarding, or rollerblading 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 including: DTP/DtaP, Tdap, Hepatitis B, Polio, MMR, Varicella, and MCV4 are 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.

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.

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- 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. Parents will be notified if the nurse has concerns about the student’s hearing.

Vision Tests

Students in preschool, kindergarten, second, and eighth grades are given vision tests 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. Parents will be notified 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 Medication

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~~ Student 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.

Students who are diabetic may also self-carry and self-administer diabetic testing supplies and insulin. Students who are diabetic must also have a Diabetes Care Plan on file with the school.

Designated Caregiver Administration of Medical Cannabis

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The Compassionate Use of Medical Cannabis Pilot Program Act allows a parent/guardian of a student who is a minor to register with the Ill. Dept. of Public Health (IDPH) as a designated caregiver to administer medical cannabis to their child. A designated caregiver may also be another individual other than the student's parent/guardian. Any designated caregiver must be at least 21 years old and is allowed to administer a medical cannabis infused product to a child who is a student on the premises of his or her school or on his or her school bus if:

1. Both the student and the designated caregiver possess valid registry identification cards issued by IDPH;
2. Copies of the registry identification cards are provided to the District; and
3. That student's parent/guardian completed, signed, and submitted a *School Medication Authorization Form – Medical Cannabis*.

Medical cannabis infused product (Product) includes oils, ointments, foods, and other products that contain usable cannabis but are not smoked or vaped. Smoking and/or vaping medical cannabis is prohibited.

After administering the product to the student, the designated caregiver shall immediately remove it from school premises or the school bus. The product may not be administered in a manner that, in the opinion of the District or school, would create a disruption to the educational environment or cause exposure of the product to other students. A school employee shall not be required to administer the product.

Discipline of a student for being administered a product by a designated caregiver pursuant to this procedure is prohibited. The District may not deny a student attendance at a school solely because he or she required administration of the product during school hours.

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. Schools may add additional drills, as deemed appropriate. Students are instructed in appropriate actions and behavior.

Tornado Watch

If a tornado watch is in effect at dismissal time, no changes will take place to the previously arranged dismissal procedures.

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 notify 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 the following procedures regarding head lice.

- Parents will be contacted when it is suspected that their child is infested with lice.
- Parents are asked to notify the school nurse if they suspect their child has head lice.
- The school will provide written instructions to parent/guardian regarding appropriate treatment for the infestation.
- It is advised by the CDC that students return to school after appropriate treatment has begun.

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Chapter 6 - Discipline and Conduct

6.20 - School Dress Code & Student Appearance

Appropriate student dress is the responsibility of each student at Pleasantdale SD 107. Pleasantdale SD 107 hopes that parents will take an active part in assisting their children in making decisions about their appearance in school. Any clothing viewed as inappropriate or disruptive in any way will not be allowed. Students with inappropriate clothing will be asked to change. Parents may be contacted to bring a change of clothes. Additionally, students may be asked to wear their gym uniform, if necessary. Expectations for appropriate student dress are in effect for all extra-curricular and school-related activities (i.e. after-school sporting events, Student Council events, Clubs, etc.). Judgment of disruption is at the discretion of building administration. Specific guidelines are:

- Students and parents have the right to make clothing and accessory selections so that they feel comfortable and confident at school.
- Students and parents have the responsibility to make clothing and accessory selections that are appropriate for the educational environment. Clothing choices should not disrupt the educational process, interfere with the maintenance of a positive teaching and learning climate, or compromise reasonable standards of health, safety, and decency.
- Students should not wear hats or head covering of any kind (except that of established religious groups or medical exceptions) in the building, except when allowed for special spirit days.
- Apparel that promotes or advertises weapons, drugs, alcohol, tobacco products, gangs, or other inappropriate activities is not permitted.
- Clothing with holes, rips, tears, and clothing that is otherwise poorly fitting, showing skin and/or undergarments may not be worn at school.
- The length of shorts or skirts must be appropriate for the school environment.
- Shoes must be worn at all times.

Concerns about student dress will be handled through the main office. _____

6.30 - Student Discipline

As part of our district wide multi-tiered system of support (MTSS), the Pleasantdale Elementary School has established a three tiered Positive Behavior Support System (PBSS). PBSS is a systematic approach for implementing proactive schoolwide discipline. The purpose of PBSS is to improve school climate and prevent student problem behaviors across all school settings. Essential elements of our PBSS include: (1) building a culture within the whole school that will serve as a foundation for both social and academic success, (2) emphasizing early identification and prevention of problem behavior, (3) directly teaching appropriate social skills to all students, and modifying or rearranging the school context when necessary to prevent problem behavior, (4) using a three-tiered continuum of behavior support practices in order to prevent problem behavior, and (5) actively using data for decision-making.

All students receive the support they need for success based on a continuum of need and intensity. Our PBSS program uses:

- Student achievement data to inform instruction
- A problem-solving model
- A multi-tiered service delivery model
- Targeted interventions in addition to the core curriculum
- Regular progress monitoring

For special education students, please refer to page 3840 of the [Parent/Student handbook](#), section 10.20 "Discipline of Students with Disabilities," for additional information.

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 students.

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.

Inappropriate Behaviors – Level 1

- Tardiness (late to school – late to class)
- Missed detention

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- Disrespect
- Disturbance during class, assemblies, field trips, before or after school activities, and in locker room, halls and lunchroom
- Inappropriate physical contact
- Inappropriate online behavior
- 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, including online
- 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, including cyberbullying
- Harassing or threatening others
- Sexual Harassment
- Fighting
- Any act of physical aggression toward others
- Hazing
- Gross disrespect towards others
- Smoking
- Vandalism
- Using, possessing illicit drugs, narcotics, alcohol, or illegal substances (including "look-alikes")
- Possession of prescribed or non-prescribed medication
- Possession of weapons
- Any gang related activity, literature, or items

- Inappropriate physical contact
- Repeated inappropriate behavior

Range of Consequences (one or more of the following may occur)

- Conduct referral
- Student sent to administrator’s office
- Parent conference
- [Parent pay for determination of type of substance](#)
- In-school or out-of-school suspension(s)
- Confiscation of prohibited objects
 - Recommendation for expulsion to School Board
 - Notification of incident to proper authorities
 - Counseling program

Inappropriate Behaviors - Level 4

- Using, possessing, selling, or distributing illicit drugs, prescribed/non-prescribed medication, narcotics, alcohol, or illegal substances (including “look-alikes”)
- Selling or distributing prescribed/non-prescribed
- Possession-/use of weapons
- Fighting, mob action
- Arson
- Explosives
- Repeated significant inappropriate behavior(s)

Range of Consequences (one or more of the following may occur)

- Notification to proper authorities
- [Parent pay for determination of type of substance](#)
- In-school or out-of-school suspension(s)
- Alternative behavior school placement
- Assessment/Participation in behavior, substance, counseling program
- Recommendation for expulsion to School Board

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.

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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.

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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 trained 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.

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Cheating Policy

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 obtaining or 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 ~~may receive~~receives a failing grade for the assignment
- The teacher confers with the student's parents about the offense
- The student may have to redo the assignment, or an equivalent assignment, at a level equivalent to a passing grade, outside of school time. Credit may or may not be given.

2nd Offense

- Student ~~may receive~~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 may have to redo the assignment, or an equivalent assignment, at a level equivalent to a passing grade, outside of school time. Credit may or may not be given.

The student will

3rd Offense

- Student may receive a failing grade for the assignments
- The teacher reports the offense to the principal/assistant principal who will meet with the student, his/her parents and the teacher about the incident.
- The student may have to redo the assignment, or an equivalent assignment, at a level equivalent to a passing grade, outside of school time. ~~Credit may or may not be given, 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

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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.
- **Inappropriate 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 proprietary, 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, nonverbal 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 non school-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 detention, 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. Social Emotional Learning activities in both schools 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.

Students and parents/guardians are also encouraged to read the following school district policies: 7:20, Harassment of Students Prohibited and 7:180, Prevention of and Response to Bullying, Intimidation and Harassment.

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, assistant 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 from 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.

Lunch Procedures-Pleasantdale Middle

Before their lunch period, students stop at their lockers to drop off books and pick up their lunches, if they are not buying them. Parents may drop off forgotten lunches in the office. Lunch periods begin at 11:27 a.m. The lunches will be delivered to the lunchroom and put on the stage for pick-up. Parents are encouraged to open an account with the school lunch program, providing students both with a primary meal plan and as a backup option.

Recess Procedures-Pleasantdale Elementary

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)
 - 15 degrees F and higher (including wind chill)
- **Brief Outdoor Recess** (5-15 minutes)
 - 5-14 degrees F (including wind chill)
- **Inside Recess**
 - 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. The school provides outdoor equipment for students to use at recess. For safety purposes, please do not bring equipment from home.

Rec/Study Hall-Pleasantdale Middle

~~Students~~All students have a recess option just prior to or just following their lunch period. There are also supported 22 minute rec/study hall options for students who choose this instead of recess. At times 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 be assigned have 3 days a week of mandatory study hall. Students in 6th grade will have 2 days a week of mandatory study hall. Students in 5th grade will have rec 5 days a week. All students may participate in a study hall or social room during this time in element weather.

- **Outdoor Recess**
 - 15 degrees F and higher (including wind chill)
- **Inside Recess**
 - 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 not 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. However, the student may be required to share the content that is reported on his/her social networking website or app to allow school officials to make a factual determination if a rule or policy was violated.

6.80 - Student Use of Electronic Devices

Acceptable Use Policy

Each student and parent/guardian is required to sign the district's [1:1 User Agreement](#) and Acceptable Use Policy (AUP) annually.

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, smartphone, 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 anytime, except with the express permission of the building principal.

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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.

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

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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).

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

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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.

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

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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. School discipline rules will apply.

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

- Students checking phone into the office each day
- Detention(s)
- In school suspension
- Loss of the right to have the electronic device in school for a period of time up to, and including, the rest of the school year

Chapter 7 - Internet, Technology & Publications

7.10 - Internet Acceptable Use

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://guides.lib.utexas.edu/copyright/fairuse>

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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, unless permitted by a teacher or administrator.
- 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 while in school.
- 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.

Chapter 8 - Search and Seizure and Personal Property

8.10 - Search and Seizure

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.

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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.

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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.

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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.

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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.

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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 and lockers locked at all times.

Chapter 9 - Athletics and Extracurricular 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.

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- 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 Association 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.

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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.

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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.

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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 targets children who need individual or small group instruction in reading. The reading specialist, in conjunction with the classroom teacher, reviews students' reading progress during the school year. This review includes an analysis of screening data, achievement results, phonics tests, and additional diagnostic information. Parents will be notified if their child is identified for reading explorers including details about the program

Reading Lab – Pleasantdale Elementary

Students who have been identified as benefitting from additional reading support 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 if their child is identified for Reading Lab including details about this program.

Math RtI – Pleasantdale Elementary

Students who have been identified as benefitting from additional math support will receive Math RtI services. Parents will be notified if their child is identified for Math RtI services including details about this program.

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.

~~*Math RtI – Pleasantdale Elementary*~~

~~Students who have been identified as benefitting from additional math support will receive Math RtI services. Parents will be notified if their child is identified for Math RtI services including details about this program.~~

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.

RtI (Response to Intervention) / MTSS (Multi-tiered System of Support)

The RtI/MTSS 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.

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

Summer Academy

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

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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 noncustodial 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, birthdate, 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

12.10 - Teacher Qualifications

Teacher Qualifications

Parents/guardians may request information about the qualifications of their student's teachers and paraprofessionals, including:

- Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
- Whether the teacher is teaching under an emergency or other provisional status through which State qualification and licensing criteria have been waived;
- Whether the teacher is teaching in a field of discipline of the teacher's certification; and
- Whether any instructional aides or paraprofessionals provide services to your student and, if so, their qualifications.

If you would like to receive any of this information, please contact the district office.

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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.

Fastbridge

FastbridgeAIMSWEB

~~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 a yearly state assessment as required by the Illinois State Board of Education. This assessment measures student performance in English Language Arts and Math. Additionally, in grades 5 and 8, there is a yearly state assessment in science.

Other assessments that are administered include the MAP assessment that is given three times annually, at the start, mid-year, and end. This assessment measures student growth and performance in math and language arts. The CoGat assessment is additionally administered annually, measuring students' learned reasoning abilities in the three areas: Verbal, Nonverbal and Quantitative.

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.

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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 Debbie Lubeck at 708-784-2175.

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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/>.

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Pleasantdale Elementary School
 8100 School Street
 La Grange, IL 60525
 708.246.4700 Fax: 708.246.4625



Pleasantdale Middle School
 7450 S. Wolf Road
 Burr Ridge, IL 60527
 708.246.3210 Fax: 708.352.0092

Pleasantdale School District 107 | 7450 S. Wolf Road | Burr Ridge, IL 60527 | 708.784.2013 | Fax: 708.246.0161 | www.d107.org

Per Board Policy 4:85, “measuring the cost of District services is necessary for decision-making in a variety of contexts. Perhaps most importantly, it allows for evaluation of the benefits of District programs and services against the relative demands they make on District financial resources. In addition, accurate cost information provides the basis for setting user fees and charges where appropriate.”

For the 2018-2019 school year, the District rolled out iPads to Grades 3 and 6 and we will be refreshing in these grades (3 and 6) every year moving forward. We collected fees from students in grades K-7. Below is the analysis on the revenue and costs of the iPads rollout program for this school year.

Grade	Technology Fees Collected
Kindergarten	\$3,990.00
Grade 1	\$4,060.00
Grade 2	\$5,600.00
Grade 3	\$9,380.00
Grade 4	\$9,380.00
Grade 5	\$12,180.00
Grade 6	\$14,000.00
Grade 7	\$12,180.00
TOTAL REVENUE	\$70,770.00

Direct Costs:	
Student iPad Costs (230 iPads)	\$68,770.00
Apps	\$1,796.87
Cases	\$7,105.00
Incidentals (cords, chargers, etc.)	\$2,000.00
Hardware and Software Costs	\$79,671.87

Indirect Costs:	
Time spent by Technology Specialists:	
New iPads unpacking and processing	32 hours
5th grade iPads re-JAMF and inventory, and clean	40 hours
4th grade iPads re-JAMF, inventory, and clean	40 hours
Hours in addition to normal working hours	55 hours
Total Hours	167 hours
Salaries/Benefits for additional hours	\$8,543.26

REVENUE/EXPENSES	(\$17,445.13)
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School Board

Public Participation at School Board Meetings and Petitions to the Board

At each regular and special open meeting, the members of the public and District employees may comment to the School Board, subject to reasonable constraints.

The individuals appearing before the Board are expected to follow these guidelines:

1. Address the Board only at the appropriate time as indicated on the agenda and when recognized by the Board President.
2. Identify oneself and be brief. Ordinarily, comments shall be limited to ~~5 minutes~~ **3 minutes with only 15 minutes allotted per topic**. In unusual circumstances, and when an individual has made a request in advance to speak for a longer period of time, the individual may be allowed to speak for more than ~~5 minutes~~ **3 minutes**.
3. Abide by the Board President's authority to shorten or lengthen an individual's opportunity to speak. ~~The President may also deny an individual the opportunity if the individual has previously addressed the Board on the same subject within the past 2 months.~~
4. Observe the Board President's decision to determine procedural matters regarding public participation not otherwise covered in Board policy.
5. Conduct oneself with respect and civility toward others and otherwise abide by Board policy, *8:30 Visitors to and Conduct on School Property*.

Petitions or written correspondence to the Board shall be presented to the Board at the next regularly scheduled Board meeting.

LEGAL REF.: 105 ILCS 5/10-6 and 5/10-16.

ADOPTED: June 18, 2008

REVISED: June 20, 2012



Pleasantdale Elementary School 2018-19 School Improvement Plan Update

I am pleased to report that the elementary school has made great progress on all of our school improvement goals. These goals are developed in coordination with teachers. We align our building goals with the District’s Strategic Blueprint so that all efforts are aligned and we are working together to move District 107 forward. The process for school improvement planning begins in late spring with our Lead Teachers identifying growth areas for our building. Last spring we identified three areas to address:

1. Implementing a workshop model of instruction,
2. Improving safety and security at PES, and
3. Implementing a co-teaching model of instruction.

These 3 areas align to the D107 Strategic Blueprint in the areas of Building Learning Capacity, Building Learning Environments, and Building Human Capital.

Goal Area 1: Building Learning Capacity
Goal Statement: Pleasantdale Elementary School will adopt a <u>workshop model</u> of instruction that supports individualized student learning through differentiation and timely/targeted feedback.
Timeline: May 2019
Measures: <ol style="list-style-type: none"> 1. At the end of the 2018-19 school year, the identified deliverables will be accomplished.
Deliverables: <ol style="list-style-type: none"> 1. K-4 ELA teachers will participate in Writer’s Workshop professional development training; 2. K-4 classes will utilize Writer’s Workshop model of instruction based on Lucy Calkins’ Units of Study; 3. Professional development in the area of reading strategies will continue allowing teachers to apply Jennifer Serravallo’s <i>Reading Strategies</i> resource as they differentiate instruction and provide specific feedback to students 4. Writing Celebrations at the end of each unit/throughout the year (sometimes w/ Buddies)

Under this goal, we have met each deliverable. Through coordination with Dr. Ban, our teachers have participated in ongoing professional development with Writing Workshop consultant Nawal Casiani. This PD has taken the forms of training, modeling, coaching, and co-planning. In addition, our teachers participate in monthly Writers Workshop Cafe where they are able to dig into specific aspects of Writers Workshop and co-plan with their team. This has also been a time for teachers to celebrate joys and share struggles as we move forward in the workshop model. Our Reading Specialists, Jolene Lorimer and Karla Boehnke, have worked with individual teachers to enhance their reading instruction through the use of Jennifer Serravallo’s book. This work will continue as we begin to focus on conferring with students as part of a workshop model of instruction.



Goal Area 2: Building Learning Environments

Goal Statement: Pleasantdale Elementary School will implement district safety task force recommendations to ensure that we continue to provide a safe and secure school environment.

Timeline: May 2019

Measures:

1. At the end of the 2018-19 school year, the identified deliverables will be accomplished.

Deliverables:

1. Visitor management system (eg. Raptor) will be implemented;
2. All staff will have access to and be trained in CrisisGo, an electronic crisis manual (ie. flipchart);
3. Establish safety and supervision protocols for arrival/dismissal/recess supervisors;
4. Training for staff on safety and supervision protocols;
5. Improved communications (ie. walkie-talkies) among supervisors and administration;
6. Updated escape maps;
7. Stock trauma kits (bandaids, protective gloves, tissues, etc.) within the school;
8. Staff will be trained in "lockdown with options" active shooter training

Under this goal, we have met nearly all deliverables. Our spaces are all equipped with updated escape maps, our staff completed training in CrisisGo, the Raptor system is running smoothly, and our improved protocols for supervision have been very successful. During arrival and dismissal assigned staff has clearly identified roles and responsibilities. Communication between all supervisors and the front office has been enhanced through additional walkie-talkies.

In addition to the identified deliverables, we have added various signage limiting the use of exterior doors, and bus tags for all students. The use of color-coded bus tags and assigned bus supervisors has provided assurance that students are getting on the right bus at dismissal and expedited the process for releasing buses after school. We have plans in place for staff only CrisisGo practice drill as well as active shooter training. We have coordinated with the Willow Springs Police Department to identify needs and implement suggestions for improved safety, such as numbering the exterior doors for faster response from emergency response teams.



Goal Area 3: Building Human Capital
Goal Statement: 1. Pleasantdale Elementary School will pilot a co-teaching model of instruction in ELA and Math.
Timeline: May 2019
Measures: 1. At the end of the 2018-19 school year, the identified deliverables will be accomplished.
Deliverables: 1. There will be one (1) section of co-teaching at each grade level K-4; 2. Co-Teaching Professional Development will be provided to certified staff; 3. Schedule alignment; 4. Increased integration of Resource students into the general education classroom; 5. Increased support by certified staff to all students; 6. Intentional scheduling of students to increase student support with the goal of increased achievement for all students

Under this goal, we have met each deliverable. Through coordination with Dr. Ban and Ms. Lubeck, our teachers have participated in professional development through summer training, a fall team meeting, and a spring tune-up. These experiences have helped teachers understand what a co-teaching model is and how to best support students (and one another) in this model. There is currently one co-teaching pair at each grade level.

- Kindergarten: Erin Oskroba and Sara Poplawski
- 1st Grade: Karyn Lisowski and Millie Vidakovich
- 2nd Grade: Melissa Halusek and Jen Soverino
- 3rd Grade: Kerri Griffin and Denise Spetter
- 4th Grade: Wendy Bedell and Brooke Martyn

We look forward to assessing the success of this model of instruction and working with our teachers to meet their needs as they develop skills to implement co-teaching most effectively.



**Pleasantdale Middle School
 2018-19 School Improvement Plan Update
 Griffin Sonntag, Principal of Pleasantdale Middle School**

We are pleased to report that the middle school has made great progress on all of our school improvement goals. These goals are developed in coordination with teachers. We align our building goals with the District’s Strategic Blueprint so that all efforts are aligned and we are working together to move District 107 forward. The process for school improvement planning begins in late spring with our staff identifying growth areas for our building through a review of the Strategic Blueprint. Last spring we identified three areas to address:

1. Develop improved articulation processes for the 4th to 5th-grade transition, grade-to-grade transitions, and middle to high school transitions.
2. Pilot a co-teaching model of instruction in ELA and Math.
3. Build capacity for students and community related to Growth Mindset.

These 3 areas align with the District 107 Strategic Blueprint in the areas of Building Learning Environments, Building Human Capital, and Building Learning Capacity.

Goal Area 1: Building Learning Environments
Goal Statement: Develop improved articulation processes for the 4th to 5th-grade transition, grade-to-grade transitions, and middle to high school transitions.
Timeline: May 2019
Measures: <ol style="list-style-type: none"> 1. At the end of the 2018-19 school year, the identified deliverables will be accomplished.
Deliverables: <ol style="list-style-type: none"> 1. Collaboratively review and revise the 4th to 5th articulation process between the elementary and middle school; 2. Discuss and implement grade-to-grade transitions focused on academics and areas of strength and need of upcoming classes; 3. Review high school transition process with LTHS and provide suggestions for improvement, if necessary.

Under this goal, we have met deliverables 1 and 3. Through collaboration with Dr. Ban, Mrs. Tomei, and the fourth and fifth-grade teachers, we have developed a robust articulation process that includes students, staff, and parents as the students transition from the elementary school to the middle school. Through discussions with the Division Chairs in Student Services, English, and Math/Science, the high school process supports our eighth-grade students’ transition to high school and seems to be meeting our students and parents needs well. Finally, we are working toward improving the changes that were made last year to our grade-to-grade transitions. We feel very confident that this articulation will support the teachers understanding of the individual



needs of the students and ultimately benefit the students' transition and development.

Goal Area 2: Building Human Capital
Goal Statement: <ol style="list-style-type: none">1. Pleasantdale Middle School will pilot a co-teaching model of instruction in ELA and Math.
Timeline: May 2019
Measures: <ol style="list-style-type: none">1. At the end of the 2018-19 school year, the identified deliverables will be accomplished.
Deliverables: <ol style="list-style-type: none">1. There will be one (1) section of co-teaching at each grade level 5-8 in ELA and Math;2. Co-teaching professional development will be provided to certified staff;3. Schedule alignment to support co-planning;4. Increased integration of students with resource into the general education classroom;5. Intentional scheduling of students to increase student support with the goal of increased achievement for all students

The deliverables under this goal have been mostly met. Through coordination with Dr. Ban and Ms. Lubeck, our teachers have participated in professional development through summer training, a fall team meeting, and a spring tune-up. In addition, multiple times during the school year, our teachers were offered additional time to work with their co-teaching partner(s). All of these experiences have helped teachers better understand what a co-teaching model is and how to best support students (and one another) within this model. As we review the middle school schedule, we will continue to seek options to support the co-planning opportunities of all of our co-teaching pairs.

We look forward to assessing the success of our students within this model of instruction and continuing to work with our teachers as they develop their skills to implement co-teaching most effectively for our students.



Goal Area 3: Building Learning Capacity
1. Goal Statement: Build capacity for the school community and students related to Growth Mindset.
Timeline: May 2019
Measures: 1. At the end of the 2018-19 school year, the identified deliverables will be accomplished.
Deliverables: 1. Continue to build a depth of understanding with staff; 2. Share with the greater school community the concept of a growth mindset and how they can support their children at home; 3. Begin to explicitly teach kids about growth mindset seeking ways to systematize this important learning for the future.

We have met deliverables 1 and 3 and will continue to share with the greater school community during the remainder of the school year this important concept of a growth mindset. We feel very strongly about the understanding of our staff in this area. Over the past two years, our staff has read, researched, shared, and experienced what it means to possess and develop a growth mindset. In terms of teaching this to our students, in both 5th and 8th grades, the concept was taught and the students participated in identifying an area in which they intend to grow this year. The idea of adding “yet” to any statement in which a student is unable to do a certain skill was embraced by the students. Making the explicit connection with them about how practicing and working hard supports improvement allows them to think differently about anything in which they either don’t know a lot about or can’t do something at this time. There are many different ideas that come and go in education, but I believe this one is one that will have a lasting impact on many students and staff.

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On February 19, 2019, the District launched the first eLearning day. The purpose of our eLearning day was to substitute a make-up day at the end of the school year due to a school closure. The District is well prepared for eLearning. Over the course of the past several years the district has invested in infrastructure improvements including updating the wifi capabilities at both schools and implementing new software for teachers and students. Likewise, the district has put updated technology tools in teachers' hands, including Macbooks and iPads, and has phased in an individualized computing program by providing students in grades three through seven with an iPad. These improvements contributed to the success of our eLearning day. In this report we will define eLearning, provide some of the background on how eLearning came to pass, and describe the structure of our program. Additionally, this report will provide the results of the stakeholder surveys that were launched to measure the effectiveness of this program.

Background: The district defines eLearning as the opportunity for students to engage in meaningful academic work outside the normal school day and away from the traditional school setting. The “e” in eLearning stands for engaged. The goal of this program is to engage students in a variety of academic experiences using games, electronic devices, and projects. Some of our grade levels relied heavily on iPads and other devices during our eLearning day, while others asked students to complete more traditional work. Both of these options allowed students to do work that was meaningful, self-paced, and advanced our academic goals.

The option to use eLearning is a result of the State Board taking bold action in regards to what constitutes a school day. In November 2018, the Illinois State Board of Education (ISBE) permitted more flexibility to schools and promoted innovation by allowing local districts to define the length of an instructional day. By simply removing the 5-hour instructional day requirements, schools have been able to promote learning beyond the schoolhouse doors. For the first time, students were given remote learning opportunities, allowing them to engage in teacher-developed lessons and creative activities tied to classroom learning standards. Students were held accountable through attendance practices and by sharing the products of their work back in the classroom. This flexibility led to innovative ways to support student learning when students cannot physically be in school. Additionally, it provided schools the ability to maintain continuity of instruction. Finally, this provided schools the flexibility needed to make the most of a make-up day due to a school closure.

Prior to the eLearning day, the District engaged the Curriculum Council to develop the structure for eLearning and expectations for staff and students. This process resulted in the development of timelines, attendance procedures, subjects covered (by school site), and how student/parent questions would be addressed. Teacher grade-level teams then used this structure to develop age-appropriate activities and remote lessons. The administration developed a communication plan, accountability procedures, and stakeholder surveys to evaluate the effectiveness of the program. The parent and teacher FAQs, letters to parents, parent survey letter, eLearning Checklist, and Assignment Inventory can be found in the appendix of this report.

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Our Structure: As our Curriculum Council developed the structure and teachers developed grade level activities, we realized it was important to provide students and families with continuity. The committee began by setting up the parameters around when students would be given their assignments and when teachers would be available for support. It was determined that the assignment would be given the Friday before the eLearning day on February 15. At that time, teachers reviewed the assignments, explained how to access the work, and clarified how to turn in assignments. Additionally, the teachers reviewed when the work was due and how students could get help if needed. Because students were given the assignment on Friday, they had four days to work on completing the activities. However, staff were only available for support from 9:00 AM to 3:30 PM on February 19 (PES - 9:30-12:00, PMS - 1:00-3:30).

The next task was to determine which subjects should be addressed and how long students should be expected to spend on school work. The following table outlines the amount of time and the subjects addressed by grade level.

Grade Level	Subjects	Time Expectations
Preschool - Kindergarten	ELA, Math, one special ¹	45 Minutes
First - Second Grade		60 Minutes
Third - Fourth Grade		90 Minutes
Fifth - Eighth Grade	ELA, math, social studies, science, Spanish/reading lab/math lab, specials, and PE	150 Minutes

The tables below provides some examples of the activities that were assigned to students on our eLearning day.

First Grade	ELA: Students will complete George Washington Watch and Wonder Activity on Seesaw. This activity includes listening to recorded text and writing questions that they still have related to George Washington.	Math: The students will complete 2 Seesaw Math fraction activities. The first activity involves taking a photo of a food and dividing it into fractions. The second activity involves dividing up shapes into halves, thirds, fourths.	Students will choose one module from the modules created by Specials teachers. The link below will lead you to the activities for all students (K-4)
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¹ Students had three specials (PE, Music, & Art) to choose from

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Third Grade	<p>ELA: Students will read and complete the comprehension “Walking Tall” on Readworks. *Students will read 20 minutes and comment on discussion post with three character traits of the main character in the book they just read.</p>	<p>Math: Students will complete Days 1 & 2 in daily warm up. Students will create three equations for the number 19 and post it to the Schoology discussion post. *Students will study their multiplication facts for 10 minutes and comment on discussion post with how facts were practiced.</p>	<p>https://docs.google.com/document/d/1mmlhLYPTE_EOer20iXqzKktLjSZgTr_MDZD-HQTGksY/edit?usp=sharing</p>
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	Fifth	Sixth	Seventh	Eighth
On-Level ELA	<p>Read an article</p> <p>Resource Kids: Build a fort. Take a picture of you reading your IRN (Read for 20 minutes) in your fort. Be creative! Then complete Readworks Article “President of the United States”</p>	<p>Read an article and answer questions.</p> <p>6th ELA article (also uploaded to Schoology) Read 10 pages of IRN and add to Million Words (Resource kids too)</p> <p>Resource Kids: “Quick and Destructive Earthquakes” Article and complete the quiz. Read your 10 pages of your IRN to someone or some animal in your house. Take a picture and share it with me!</p>	<p>Read an article and answer questions/short response.</p>	<p>“Perils of Indifference Speech” Common Lit reading and questions</p> <p>Independent reading book for 15 minutes</p>
Extended ELA	<p>Read an article and answer questions.</p>	<p>Read an article and answer questions.</p> <p>Read 10 pages of IRN and add to Million Words</p>	<p>Emma Watson “He for She Speech” Common Lit article and questions Independent reading book for 15 minutes</p>	<p>Excerpt from The Sunflower: read, answer analytical questions.</p>
Advanced ELA				<p>Completion of chapters 2-3 in <i>Night</i>; open-book quiz on chapters 1-3.</p>
Science	<p>Students will read article on Erosion and answer questions on schoology</p>	<p>Blendspace-Motion Schoology Questions</p>	<p>Schoology Video Quiz</p>	<p>Introduction to Spectrophotometry on Schoology</p>

Assignments were submitted to teachers through our learning management systems (Schoology and Seesaw). In cases where technical difficulties occurred, students were able to submit assignments directly to the teacher the following day.

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In order for students to be considered present for attendance purposes, all assignments had to be completed and submitted to the teacher. The Curriculum Council felt that it was too difficult to place a value on certain assignments and not on others; therefore, all assignments needed to be completed to earn attendance on our eLearning day.

The Results: One of the measures used to gauge the success of the program was attendance on the eLearning day. As stated previously, students needed to complete all activities to be considered present. At the middle school the attendance for the eLearning day was 83% and at the elementary school 94% of students earned attendance. Of the students who were marked absent that day, all students completed at least a portion of the required work.

To evaluate the program, the administration designed and distributed surveys for parents, students (4th - 8th Grade), and staff. The purpose of these surveys was to obtain a better understanding of our stakeholders' experiences. Overall, the feedback from all three groups was positive; however, we did discover some areas for improvement. These areas for improvement will be outlined in the following section, Conclusions/Recommendations. For the purpose of this section, we will review the data from each stakeholder survey starting, with parents.

A parent survey was launched on February 20 and was open to parents for one week. The survey contained thirteen questions and sought to get feedback in three categories: quality of work, logistics, and perception. Survey participation in the survey was high, with 220 parents responding, including responses from all grade levels, Preschool through eighth grade. The response rates ranged from a low of 10% (eighth grade parents) to a high of 20% (fifth grade parents)².

In the category of quality of activities, parents were asked three questions. The questions and response rates can be found in the table below.

Question	Just Right	Not Enough	Too Much
Considering your child(ren)'s age(s), developmental level(s), and ability to focus on their work, how would you describe the activities assigned for English Language Arts, Mathematics, Science, and Social Studies	78.6%	8.4%	13%
Considering your child(ren)'s age(s), developmental level(s), and ability to focus on their work, how would you describe the	86.4%	2.8%	10.7%

² Percentage of total respondents



activities assigned for Art, World Language, Music, P.E., etc.			
In general, the difficulty of the modules assigned was	Just Right	Too Easy	Too Difficult
	87.3%	6.1%	6.6%
In general, the modules assigned aligned with the learning my child is currently receiving at school	Yes	No	
	97.2%	2.8%	

In the category of logistics, parents were asked four questions. The questions and response rates can be found in the table below.

Question	Yes	No
Overall, did your child understand what was expected of him/her?	91.2%	8.8%
Did your child need adult support, beyond just supervision, to complete the modules?	46%	54%
Did you or your child reach out to a teacher for support?	19.5%	80.5%
If yes, to the question above, were you or your child able to communicate with the teacher? ³	22.5%	2.2%

In the category of perceptions, the parents were asked three questions. The questions and response rates can be found in the table below.

Question	Strongly Disagree (1)	2	3	4	Strongly Agree (5)
Overall, the eLearning day was a positive and productive learning experience for my child(ren).	8.6%	5.9%	10.9%	28.2%	46.4%
As a parent or guardian, the eLearning day was a productive experience for me.	12.4%	6.9%	16.1%	20.3%	44.2%
In the future, I would prefer	eLearning Day	Summer Make-Up	A Combination of eLearning and make-up		
	60%	18.6%	21.4%		

The student survey was launched to all fourth- through eighth-graders in classes on Thursday, February 21. The survey contained thirteen questions and sought to get feedback in three

³ 75.3% of respondents marked “did not reach out to a teacher for support”.



categories: quality of work, logistics, and perception. Below you will find the student data outlined in several tables.

In the category of quality of activities, students were asked three questions. The questions and response rates can be found in the table below.

Question	Just Right	Not Enough	Too Much
Was the amount of work in English Language Arts, Mathematics, Science, and Social Studies enough?	67.8%	3.4%	28.8%
Was the amount of work in Art, World Language, Music, P.E., etc.	69.1%	7%	23.9%
In general, the difficulty of the work assigned was	Just Right	Too Easy	Too Difficult
	77.4%	10.1%	12.5%
In general, the work assigned aligned with the learning that is happening in school.	Yes	No	
	88.5%	11.5%	

In the category of logistics, students were asked four questions. The questions and response rates can be found in the table below.

Question	Yes	No
Did you understand what was expected of you?	91.9%	8.1%
Did you need adult support, beyond just supervision, to complete the work?	14.3%	85.7%
Did you reach out to a teacher for support?	19.7%	80.3%
If yes, to the question above, were you able to communicate with the teacher? ⁴	18.4%	4.5%

In the category of perceptions, the students were asked two questions. The questions and response rates can be found in the table below.

Question	Strongly Disagree (1)	2	3	4	Strongly Agree (5)
Overall, the eLearning day was a positive and productive learning experience for me.	8.1%	8.8%	22.3%	36.4%	24.4%
In the future, I would prefer	eLearning Day	Summer Make-Up	A Combination of eLearning		

⁴ 77.1% of students responded that they “did not reach out to a teacher for support.”



			and make-up	
	67.9%	19.2%	13%	

Staff were asked thirteen questions about the eLearning day. The questions fell into two categories: planning for eLearning day and delivery of the eLearning day. The staff survey opened on Thursday, February 21 and was open for one week. Fifty-three staff members completed the survey (32 from PES and 21 from PMS). The following table reflects the staff responses.

Question	Strongly Disagree (1)	2	3	4	Strongly Agree (5)
The amount of time to plan for eLearning day was adequate.	0%	3.8%	13.2%	35.8%	47.2%
I was able to use available technology to plan for eLearning activities.	0%	1.9%	3.8%	17%	77.4%
I was able to work with other professionals to plan eLearning Day activities	0%	1.9%	7.5%	22.6%	67.9%
The directions from administration for eLearning day were clearly communicated.	0%	0%	3.8%	41.5%	54.7%
I was able to clearly communicate the expectations for eLearning day to my students.	0%	1.9%	0%	26.4%	71.7%
I was able to monitor my students' progress as they completed the eLearning Day modules.	0%	5.7%	17%	22.6%	54.7%
I was able to monitor my students' progress though Schoology/Seesaw/G-Suite.	10%	4%	16%	18%	52%
I was able to confidently check in assignments and attendance	0%	5.7%	3.8%	22.6%	67.9%
Did any students/parents contact you for help during eLearning day?	Yes	No			
	79.2%	20.8%			
If yes, to the question above, were you able to confidently help your student(s)? ⁵	76.5%	5.9%	No tech issues experienced		
Any technology issues were addressed by Pleasantdale technology staff.	17%	5.7%	77.4%		

⁵ 17.6% of teachers responded that students/parents did not reach out

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In the future, I would prefer	eLearning Day	Summer Make-Up	A combination of eLearning and make-up	
	90.6%	3.8%	5.7%	

Finally, the surveys concluded with an open-ended question that asked stakeholders to briefly identify the aspects of the eLearning Day that were particularly successful and/or suggestions for improvement. As you can imagine, these responses ran a wide range. Open-ended responses tend to solicit reaction from the extremes -- either those who loved the program or those who strongly disliked it.

The administration analyzed these data looking for themes and trends in the responses. The data show that of those parents making positive comments, they found the day to be enjoyable and the activities kids were asked to complete met the right balance of challenge and success. Those who were less favorable of the day commented that the activities took their child longer than expected and that the technology didn't cooperate.

Students' feedback ran the gamut, as well. Many of the positive commenters mentioned liking the ability to do the work in any order and at a time and location that was convenient for them. Students who did not like the eLearning day stated that the workload was unreasonable and they missed seeing their friends.

Our staff was much more positive about the eLearning day, stating that they enjoyed interacting with their students in a new way. However, we did receive suggestions from staff, including better stating the direction and expectations to students prior to the eLearning day and providing more time for planning.

Conclusion/Recommendations: We consider our eLearning day to be a great success. We found that students took the assignments seriously and staff were given the resources to manage the day well. As we consider future eLearning days, we expect to better communicate our work expectations to kids and parents. Additionally, we can provide students with better access to the assignments on our website. Finally, we will identify work expectations that are more in line with the actual time it takes to complete each assignment.

Due to the harsh winter, the district plans to engage our students in an eLearning day experience on April 19, 2019. This will serve as the second make-up day for the year. The final make-up day will take place on April 22, 2019 and will be a traditional day of school. We

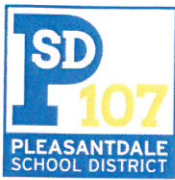
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believe that this mix of eLearning with traditional make-up days is the best path forward for our students.



Pleasantdale School District 107

eLearning Day

Frequently Asked Questions (FAQ)

An eLearning day or engaged learning day may occur when school is cancelled due to inclement weather or used to make up a school closure. Instruction is provided by each student's teacher through the use of multiple means (electronic and paper/pencil).

How do children or parents find out about the assignments or activities for the eLearning Day?

- On planned eLearning days, students will receive assignments and activities the day before the eLearning day.
- On unplanned eLearning days (snow/cold/etc) middle school students will have access to assignments or eLearning Modules through Schoology by 9:00 a.m.
- On unplanned eLearning days (snow/cold/etc) elementary school students will either be contacted by the teacher through email, or a digital tool such as Schoology or Seesaw by 9:00 a.m.

How much time does my child need to spend in order to earn credit for the eLearning Day?

- Preschool and kindergarten students will be engaged in ELA, math, and one special for approximately 45 minutes.
- First and second grade students will be engaged in ELA, math, and one special for approximately 60 minutes.
- Third and fourth grade students will be engaged in ELA, math, and one special for approximately 90 minutes.
- Fifth through eighth grade students will be engaged in ELA, math, social studies, science, Spanish/reading lab/math lab*, specials, and PE for approximately 150 minutes.
 - *5th and 6th grade students will complete assignments for the classes in which they are currently enrolled.

Does my child need to complete all modules/assignments in one sitting?

- No, students can take as much time as they need to complete assignments, however, the time teachers are available to answer questions is limited.

Are there any learning activities that are required or can my child complete whatever he/she would like to complete?

- Students are required to complete all learning modules to receive credit and qualify for a day of attendance.

What subject areas will be addressed during an eLearning Day?

- PES students are assigned modules in ELA, Math, and the choice of a special (PE, art, or music)
- PMS students are assigned modules in ELA, math, social studies, science, Spanish/reading lab/math lab, specials, and PE

How will my child submit the assignments?

- Based on the activities, students will submit electronically through Schoology or SeeSaw no later than the start of class on the next school day.
- Some online programs like Freckle and Raz-Kids automatically record student work completed. Students complete the work and no other submission is required.
- Paper and pencil activities will be submitted to teachers in class on the next school day.

If an extended due date is required, please contact the teacher directly to discuss the circumstances.

How will I (or my child) verify that the learning activities or assignments are complete?

- Parents may wish to ask their child to show them the completed work prior to submitting it.
- Teachers will be checking in the work the next day to determine participation and verify attendance.

How is attendance recorded?

- Completion of all assignments will verify attendance and will be recorded as a full day of attendance.

If my child has a question about an assignment, what do we do?

- PES teachers will be available via email and through Schoology (3rd and 4th grade) in the morning from 9:30 a.m.-12:00 p.m.
- PMS teachers will be available via email and through Schoology in the afternoon from 1:00-3:30 p.m.

What If there is a power outage within the community or WiFi goes out on the eLearning day?

- The District would likely adjust the due date for the eLearning Modules if needed and adjust attendance accordingly.

If my child needs tech support on the eLearning Day, what can we do?

- Technical support will be available all day (9:00 to 3:00) by emailing:
 - PES: Mr. McAtee (jmcaatee@d107.org) or Mrs. Bubulka (mbubulka@d107.org)
 - PMS: Mr. Simmons (tsimmons@d107.org) or Mrs. Steinmetz (rsteinmetz@d107.org)

What if my child does not have access to a device to complete assignments?

- If students need to borrow a device, one can be checked out through the school library.

How will the district determine if the eLearning day was a success?

- The district will distribute an online survey to parents, teachers, and students at the completion of the eLearning day.



Pleasantdale School District 107

eLearning Day

Frequently Asked Questions (FAQ) for Teachers

An eLearning day or engaged learning day may occur when school is cancelled due to inclement weather or used to make up a school closure. Instruction is provided by each student's teacher through the use of multiple means (electronic and paper/pencil).

How/when should we share assignments or activities with students and parents for the eLearning Day?

- On the eLearning days we plan in advance, such as February 19th, you can share assignments and activities with students the day before the eLearning day.
- On unplanned eLearning days (snow/cold/etc):
 - For middle school, share or give access to assignments or eLearning modules through Schoology by 9:00 a.m.
 - For elementary students, either send out assignments through email, Schoology, or Seesaw by 9:00 a.m.
- We encourage the use of our learning management systems, Schoology and SeeSaw, for assigning work and having students submit work for eLearning to the greatest extent possible.

How much time do students need to spend in order to earn credit for the eLearning Day?

- Preschool and kindergarten students will be engaged in ELA, math, and one special (choose art, music, or PE) for approximately 45 minutes.
- First and second grade students will be engaged in ELA, math, and one special (choose art, music, or PE) for approximately 60 minutes.
- Third and fourth grade students will be engaged in ELA, math, and one special (choose art, music, or PE) for approximately 90 minutes.
- Fifth through eighth grade students will be engaged in ELA, math, social studies, science, Spanish/reading lab/math lab, specials, and PE for approximately 150 minutes.

ELA: 30 Minutes

Math: 20 Minutes

Social Studies: 20 Minutes

Science: 20 Minutes

Specials: 20 Minutes

PE: 20 Minutes

Spanish/Reading Lab/Math Lab*: 20 Minutes

*5th and 6th grade students will complete assignments for the classes in which they are currently enrolled.

How do students get attendance credit for an eLearning day?

- Students receive attendance credit when they complete all learning modules.
- Please allow students the ability to make up the assignments just as you would if a student missed a regular day of school.

How will attendance be collected?

- Teachers will be asked to simply check “present” students off a list and submit the list to the office where it will be entered into Skyward.

Who will contact parents of students who are deemed absent that day?

- The nurse will send a form email to parents notifying them that their child has been marked absent for the eLearning day.

What types of activities or modules are appropriate for eLearning?

- eLearning activities can be a continuation of the sequence learning in your classes, and/or enrichment activities that enhance the areas of study in your classes. The rule of thumb for rigor should be that if you wouldn't have a student do the activity for your class on a regular school day, then do not assign it for eLearning. We want to ensure that students are completing activities of high quality.
- Rikki and Meagan are available to help you plan activities and/or use Schoology/SeeSaw features to assign and have students submit work.
- Suggestions:
 - <https://hyperdocs.co/>
 - There are templates and samples to use!
 - <https://flipgrid.com/>
 - Students record themselves responding to your question. They can also comment on each others videos.
 - Choose an article (either given or found) and respond/reflect.
 - Khan Academy/Freckle assignments
 - Watch a video and respond.
 - Ebook assignment with curriculum

What if, on an unplanned, eLearning day, I am not able to access the internet or have a personal emergency that keeps me from helping my students?

- If that is the case, please do your best to communicate with your administrator and we will work with you on a solution. You may simply have to make yourself available later in the day to support students.

What if a student doesn't complete the learning modules, can they make up the work?

- In regards to make up work, please follow whatever process you currently have in place in your classroom.

Do the activities I assign for an eLearning day have to be digital or can I assign more traditional paper/pencil assignments?

- We trust your judgement when it comes to creating and assigning assignments. However, we would prefer you use the tools we have provided to students and staff as a vehicle of instruction.

How will the district determine if the eLearning day was a success?

- The district will distribute an online survey to parents, teachers, and students at the completion of the eLearning day.

What if I need technical support during an eLearning day?

- Technology staff will be available to answer questions via email on eLearning day.

How will specialists and ESPs account for a day of attendance on eLearning days?

- Many of the certified specialists will have the opportunity to interact with students similar to classroom teachers.
- Those without supervisory duties will submit an agenda for work completed, similar to the process we use for institute days or paid summer work days.
- ESPs will have the opportunity to engage in professional learning through GCN videos or other online tools.

eLearning Day

Greetings, Parents,

As you know, Mother Nature has hit us with a one-two punch this winter. As of today, we have three snow/cold days to make up over the course of the year. Growing up in Illinois, we have all felt the initial thrill of a snow day and then the agony of a June make up day. This year, the Illinois State Board of Education has provided schools with flexibility in how they make-up school closures. As such, we have the opportunity to innovate and offer eLearning (engaged learning) opportunities for our students. An eLearning day would require students to complete work at home while having access to their teachers. Many professionals “work from home” -- now our students can do this as well.

Tuesday, February 19 is a day off school for our students, and a day on for our teachers to engage in professional learning. We believe this is the perfect time to try out our first eLearning day. Our teachers will be available to students throughout the day (elementary teachers in the morning and middle school teachers in the afternoon). Our staff has been hard at work designing engaging activities that fit into the sequence of learning already in place, so we will be able to provide excellent experiences for kids to complete at home.

Prior to our eLearning day, on Friday, February 15th, our teachers will explain the work to students as well as the methods by which they can get teacher support. We have varied our expectations based on the grade levels of our students. Below is a breakdown of an estimated work time for our student groups.

- Preschool and kindergarten students will be engaged in ELA, math, and one special (art, music, or PE) for 45 minutes.
- First and second grade students will be engaged in ELA, math, and one special (art, music, or PE) for 60 minutes.
- Third and fourth grade students will be engaged in ELA, math, and one special (art, music, or PE) for 90 minutes.
- Fifth through eighth grade students will be engaged in ELA, math, social studies, science, Spanish/reading lab/math lab, specials, and PE for 150 minutes.

We fully recognize that this is an outside-the-box way to approach make up days, and we are excited about this opportunity for our community. We realize you may have questions. We have created [THIS FAQ](#) which should address your questions. If, after reading the FAQ, you have additional questions, please reach out to me directly.

Your partner in education,

Dave Palzet

Superintendent | Pleasantdale SD 107

Parent Survey Letter

Greetings, Pleasantdale Parents,

As you know, the district hosted our first eLearning day yesterday. The learning that your child completed at home will ensure that we do not have to make up an additional day in June. In the spirit of continuous improvement and to better understand your experience, we are surveying parents. [THIS SHORT SURVEY](#) should only take about five minutes to complete, and will provide the district with valuable information.

We are proud of our teachers and staff for creating engaging and exciting modules that students can complete at home. Likewise, we are delighted that our students took this opportunity seriously and completed the modules with fidelity. Thank you in advance for completing this important survey!

Have a great day,
Dave Palzet
Superintendent | Pleasantdale SD 107

<https://goo.gl/forms/tj0OWmP4qGk3kmnA2>

Prior to the eLearning Day

Action Items	When	Completed
<p>Create eLearning assignment(s).</p> <p>Work with your team to create assignments. The Wednesday meeting time will be designated as a planning time for creating eLearning assignments.</p>	Wednesday, February 13th	
<p>Enter assignments/activities into the assignment/activity inventory.</p>	Prior to Tuesday, February 19th	
<p>Inform students of the assignment(s), your expectations, and ways to contact you prior to the eLearning Day.</p>	Friday, February 15th	
<p>If there are any known issues of technology access or connectivity, please work with any students to address these issues in advance.</p> <p>(Direct students to check out technology through the library, offer alternate means of completing the work, etc.)</p>	Up to the end of the day on Friday, February 15th	
<p>Post the assignment(s) to Schoology or SeeSaw or email parents by the designated time.</p>	By the end of the day on Friday, February 15th	

On the eLearning Day

Action Items	When	Completed
<p>Be available through SeeSaw/Schoology and e-mail during the designated times.</p>	<p>Tuesday, February 19th</p> <p>PES: 9:30 a.m.-12:00 p.m.</p> <p>PMS: 1:00-3:30 p.m.</p>	
<p>Monitor student work completion throughout the day.</p> <p>Forward any technology issues to John or Tony.</p>	Tuesday, February 19th	

After the eLearning Day

Action Items	When	Completed
Check in assignments in class.	Wednesday, February 20th	
If a student did not complete assignment(s), follow regular makeup work procedures and talk to student.	Wednesday, February 20th	
Complete the student attendance list.	Prior to Thursday, February 21st	
Update attendance list with any changes.	PES: By Thursday, February 21st at 8:30 a.m. PMS: By Thursday at 3:30 p.m.	
Distribute follow-up survey to students (grades 4-8) through Schoology. (Administration will provide staff with a link to the survey)	Students will take the survey in their 1st period class on Thursday, February 21st. Parent survey will open Wednesday, February 20th and close Wednesday, February 27th	
Complete the staff survey.	By the end of the day on Friday, February 22nd	

Assignment/Activity Inventory

Pleasantdale Elementary School			
Grade/Department	ELA	Math	Specials
Preschool	<p>Students will practice writing their name/ read a favorite story with an adult, draw a picture and dictate your favorite part.</p> <p>ECSE: Students will match letters in name or spell out name. Take a picture of completed name and upload it to SeeSaw. Read a favorite story and draw picture of the book.</p>	<p>Students will count to 20 using movements (i.e. claps/marching). Send a video of this activity</p> <p>Create a pattern with objects in your home, i.e. colors, shapes, etc... Send in a photo of your work.</p> <p>ECSE: Count items sent home and follow pattern example. Take a photo and upload to SeeSaw account.</p>	<p>Go to the playground with your child</p> <p>Have a play date to work on sharing, using their words and taking turns.</p> <p>Sensory activities: Make homemade playdough or store bought. Roll it out, flatten it, roll into a log and practice cutting. Practice pre writing strokes in shaving cream, salt or sand. Bear Crawl Crab walk wheelbarrow walk Yoga: https://www.youtube.com/watch?v=5XCQfYsFa3Q&t=147s Gonoodle: https://www.youtube.com/watch?v=l mhi98dHa5w</p>
Kindergarten	<p>Students will have a choice of reading their favorite books or log on to Raz-Kids (Kids A-Z app).</p>	<p>Students will complete a geometry activity.</p>	<p>Students will choose one module from the modules created by Specials teachers.</p>

First	Students will complete George Washington Watch and Wonder Activity on Seesaw. This activity includes listening to recorded text and writing questions that they still have related to George Washington.	The students will complete 2 Seesaw Math fraction activities. The first activity involves taking a photo of a food and dividing it into fractions. The second activity involves dividing up shapes into halves, thirds, fourths.	<p>The link below will lead you to the activities for all students (K-4)</p> <p>https://docs.google.com/document/d/1mmlhLYPTE_EOer20iXqzKktLjSZgTr_MDZD-HQTGksY/edit?usp=sharing</p>
Second	Students complete at least two books on Raz-Kids . Students listen to the book, read the book on their own, and score 7 out of 10 or 5 out of 6 on the quiz that goes along with the story.	Students go up two levels on the online math program Freckle .	
Third	<p>*Students will read and complete the comprehension "Walking Tall" on Readworks.</p> <p>*Students will read 20 minutes and comment on discussion post with three character traits of the main character in the book they just read.</p>	<p>Students will complete Days 1 & 2 in daily warm up.</p> <p>Students will create three equations for the number 19 and post it to the Schoology discussion post.</p> <p>*Students will study their multiplication facts for 10 minutes and comment on discussion post with how facts were practiced.</p>	
Fourth	4C/D Reading-Students will read 3 chapters from their novel and respond to discussion questions on Flip Grid. They will also comment on another	4C-Students will create an angle aerobics video and post to flip grid and then watch a peer's video and record the angles that they see; Complete Monday and Tuesday on	

	<p>student's post on Flip Grid. Writing- Students will take notes in their writing notebook on one of their American Revolution topics--answer the 5 w's</p> <p>4BM- Reading - Read Freckle assignment and answer comprehension questions. Writing - Add to your Revolutionary War character story on your ipad. Be sure you have a setting, character, and plot.</p> <p>Williamson: Reading - Continue reading My Daniel. Prepare for literature circle meeting on Thursday. Take notes in Reading Response Journal on Cycles, Questions, Feelings, Quotations and Connections in preparation for Response journal essay. Record literary devices and new vocabulary as well.</p> <p>Writing - Continue writing about first sub topic on the American Revolution.</p>	<p>your weekly math sheet</p> <p>4D - Students will complete workbook pages. Students will also complete Monday and Tuesday on their weekly math sheet. Complete a flip grid assignment in which the students are asked to show, measure and explain how they found the area of 2 rooms.</p> <p>4BM - Complete math packet.</p> <p>4- Mrs. Berwick's Class Complete a Home Connections page and the 3 Acts problem solving activity in the Schoology folder.</p>	
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Extended Resource	<p>Students will complete the article "Elephants" on Freckle at their individual level. They are assigned the reading, vocabulary, and writing section of this article.</p> <p>OR</p> <p>Students will complete an assignment on the adapted word study section on Freckle.</p>	<p>Students will complete an assignment on Freckle on telling time to the nearest 5 minute</p> <p>OR</p> <p>Students will complete a math assignment at their individual level on Freckle using Number Basics or Number Facts.</p>	
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Pleasantdale Middle School				
	Fifth	Sixth	Seventh	Eighth
On-Level ELA	<p>Read an article</p> <p>Resource Kids: Build a fort. Take a picture of you reading your IRN (Read for 20 minutes) in your fort. Be creative! Then complete Readworks Article "President of the United States"</p>	<p>Read an article and answer questions.</p> <p>6th ELA article (also uploaded to Schoology)</p> <p>Read 10 pages of IRN and add to Million Words (Resource kids too)</p> <p>Resource Kids: "Quick and Destructive Earthquakes" Article and complete the quiz. Read your 10 pages of your IRN to someone or some animal in your house. Take a picture and share it with me!</p>	<p>Read an article and answer questions/short response.</p>	<p>"Perils of Indifference Speech" Common Lit reading and questions</p> <p>Independent reading book for 15 minutes</p>
Extended ELA	Read an article and answer	Read an article and answer	Emma Watson "He for She	Excerpt from The Sunflower:

	questions.	questions. Read 10 pages of IRN and add to Million Words	Speech" Common Lit article and questions Independent reading book for 15 minutes	read, answer analytical questions.
Advanced ELA				Completion of chapters 2-3 in <i>Night</i> ; open-book quiz on chapters 1-3.
On-Level Math	Multiplying Fractions using the Area Model	6.3 Big Ideas	6.5 Big Ideas	ScatterPlot Activity "Cost vs. Fuel Economy"
Above-Level Math	3.5 Rates and Unit Rates Big Ideas	6.4 Big Ideas	8.2 Big Ideas	Factoring & Solving Polynomial Worksheet
Science	Students will read article on Erosion and answer questions on schoology	Blendspace-Motion Schoology Questions	Schoology Video Quiz	Introduction to Spectrophotometry on Schoology
Social Studies	Watch CNN10 current events video. Identify key topics in the video and develop their own opinion and response to the events.	Watch CNN10 current events video. Identify key topics in the video and develop their own opinion and response to the events.	Watch CNN10 current events video. Identify key topics in the video and develop their own opinion and response to the events.	Watch CNN10 current events video. Identify key topics in the video and develop their own opinion and response to the events.
Spanish	What Time People Go to Classes wksht.	Complete an activity from digital textbook.	7: Wksht.49-50 and study on Quizlet T7/8: Expressing Opinions of Activities wksht. and study on Quizlet	Complete vocabulary study and worksheet.
Reading Lab	ReadWorks Article: Frida Kahlo	ReadWorks Article: Animal Instincts During A Natural Disaster	ReadWorks Article Civil Rights	ReadWorks Article Civil Rights
Math Lab	Xtramath	Xtramath	Khan Academy	Khan Academy

PE	<u>Students will create and record a 10 minute workout</u>	<u>Students will create and record a 10 minute workout</u>	<u>Students will create and record a 10 minute workout</u>	Students will create a one week cardio and strength workout plan that follows the F.I.T principle
Health		Peer Pressure Scenarios	Blendspace Slide 16: Nutrition & Fast Food	Drug Reflections Assignment
Band/Orchestra	<p>5TH Grade Band- You are listening to the Band Demo Video. Describe the sound of each instrument. BE DESCRIPTIVE!</p> <p>5th Grade Orchestra- Peter and the Wolf Guide</p>	<p>6-8 Band- Listening Examples- Listen to the 3 concert performances. You are to write 3-4 things on what you liked about each performance. BE DESCRIPTIVE!</p> <p>6-8th Grade Orchestra</p> <p>Concert Reviews</p> <p>String orchestra power point with guided quiz. Quiz questions go in order of the powerpoint.</p>	<p>6-8 Band- Listening Examples- Listen to the 3 concert performances. You are to write 3-4 things on what you liked about each performance. BE DESCRIPTIVE!</p> <p>6-8th Grade Orchestra</p> <p>Concert Reviews</p> <p>String orchestra power point with guided quiz. Quiz questions go in order of the powerpoint.</p>	<p>6-8 Band- Listening Examples- Listen to the 3 concert performances. You are to write 3-4 things on what you liked about each performance. BE DESCRIPTIVE!</p> <p>6-8th Grade Orchestra</p> <p>Concert Reviews</p> <p>String orchestra power point with guided quiz. Quiz questions go in order of the powerpoint.</p>
Art	Draw a picture of something in their house. They can do this in a sketch notebook or in Sketches School app.		They will visit the Art Institute website and find one artist or time period to write 3 paragraphs analyzing the artwork. In preparation for field trip later in year.	They will visit the Art Institute website and find one artist or time period to write 3 paragraphs analyzing the artwork. To reflect on previous field trip in 7th grade.

Music	Watch How It's Made Piano video and fill out Google Form reflection	Ukulele performance evaluation. Research a song to play in class.	Compose lyrics to a given rhyme scheme to rap or sing.	
STEM	Work on P3 project and impact. Record what you completed.	"You are an Engineer" choose one scenario and complete in your Eng. Ntbk.		Gear Take-home Quiz
Extended Resource	Individual Student Assignments in ELA and/or Math (5th-8th grade) and Life Skills (5th/6th) ELA, Math, Life Skills			
Resource 5/6	Write for 10 minutes describing how you think elearning is going. Do you like it? Do you think we should have elearning days instead of having to make up snow days in school? Tell me your thoughts.			

This email is in response to your e-mailed request under the Freedom of Information Act ("FOIA"), 5 ILCS 140/I et seq., dated November 16, 2018. You have requested that Pleasantdale School District 107 produce the following public records:

<p>Request Dated</p> <p>11/16/18</p>	<ol style="list-style-type: none"> 1. Payroll records, in Microsoft Excel, for the current school year of all non-teaching support staff, with the following categories <ul style="list-style-type: none"> • Name • Position/Job Title • Employment status (FT/PT) • Hourly wage • Annual salary (if applicable) • Average hours worked per pay period • Pay periods per year • Worksite/school • Union affiliation (if applicable) 2. PDF copies of all currently active collective bargaining agreements between the school district and any group of employees, excluding teachers 3. Any additional documentation showing employees' earned benefit time per school year by job title or job classification (if it is not included in a collective bargaining agreement in #2)
<p>Response Dated</p> <p>11/20/18</p>	<p>We have attached an electronic record of the above request</p>

As the FOIA Officer of the District, Mr. Adams is responsible for granting and denying requests for records under the Freedom of Information Act. The District's responses attached to this email intend to be fully responsive to your specific request. If we have misinterpreted your request, please clarify your request to him in writing.

You have a right to appeal a denial of records to the President of the Board of Education by written request directed to the President at the District office 7450 S. Wolf Rd., Burr Ridge, IL 60527 within fourteen (14) working days of your receipt of this email.

This email is in response to your e-mailed request under the Freedom of Information Act ("FOIA"), 5 ILCS 140/I et seq., dated January 15 2019. You have requested that Pleasantdale School District 107 produce the following public records:

Request Dated 1/15/19	Please provide the name and email address of all teachers or administrators who are retiring in 2019.
Response Dated 1/16/19	We have no (0) teachers scheduled to retire in 2019

As the FOIA Officer of the District, Mr. Adams is responsible for granting and denying requests for records under the Freedom of Information Act. The District's responses attached to this email intend to be fully responsive to your specific request. If we have misinterpreted your request, please clarify your request to him in writing.

You have a right to appeal a denial of records to the President of the Board of Education by written request directed to the President at the District office 7450 S. Wolf Road, Burr Ridge, IL 60527 within fourteen (14) working days of your receipt of this email.

This email is in response to your e-mailed request under the Freedom of Information Act ("FOIA"), 5 ILCS 140/I et seq., dated March 5, 2019. You have requested that Pleasantdale School District 107 produce the following public records:

Request Dated 3/5/2019	The contract the district has for outsourced vendor custodial services.
Response Dated 3/5/2019	We have attached an electronic record of the above request

As the FOIA Officer of the District, Mr. Adams is responsible for granting and denying requests for records under the Freedom of Information Act. The District's responses attached to this email intend to be fully responsive to your specific request. If we have misinterpreted your request, please clarify your request to him in writing.

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