

Regular Agenda

Date: Thursday, August 1, 2024

Meeting: Committee of the Whole with Closed Session as per OMA and 5ILCS120/2c

Time: 6:00 PM

Location: District Office

650 Dr. John Burkey Drive

Door 2

Algonquin, IL 60102

Mission Statement: Our learning community will inspire, challenge and empower all students always.

Board of Education Members: President, Mr. Paul Troy; Vice President, Mr. Sean Cratty; Secretary, Mrs. Melissa Maiorino; Mr. Andy Bittman; Mr. Rich Bobby; Mr. Andy Fekete; Mrs. Laura Murray

Agenda

All times are approximate. D=Discussion, R=Report, A=Action

1. **Call to Order / Roll Call (A)** (Mr. Bittman)
Call to Order the Committee of the Whole meeting for Thursday, August 1, 2024 at _____ p.m.
A quorum must be met.
Roll Call: Ayes / Absent / Motion _____
Members: Mr. Quagliano, Mr. Troy, Mr. Cratty, Mr. Bittman, Mrs. Murray, Mrs. Wiley, Mr. Thompson
2. **Pledge of Allegiance** (Mr. Bittman)
Mr. Bittman will lead us in the Pledge of Allegiance.
3. **Public Comment** (Mr. Bittman)
As per Policy 2:230, public comment can be made during this portion of the meeting. The members of the public and district employees may comment on or ask questions of the Board, subject to reasonable constraints.
4. **Revision and Adoption of the Agenda (A)** (Mr. Bittman)
Motion to adopt the agenda as presented or with changes.
Recommendation: Seeking approval of the agenda.
Voice Call: Ayes / Nays / Motion _____
5. **Curriculum & Instruction (C&I) Committee** (Mr. Thompson-Chair, Mr. Troy, Mrs. Wiley)
 1. **Curriculum Updates (R)** (Dr. MacCrindle) 3
Updates will be provided at this time.
Recommendation: For informational purposes only.
6. **Special Education Committee (R)** (Mrs. Wiley-Chair, Mrs. Murray, Mr. Troy) 5
Mrs. Gill will provide the Special Services updates.
 1. **Special Education summer PD Highlights (R)** (Mrs. Gill)
Ms. Gill will share an update on the professional development that staff have been participating in this summer to support special education program development in our district.
Recommendation: This report is for informational purposes.
7. **Finance Committee** (Mr. Quagliano-Chair, Mr. Bittman, Mr. Cratty)
 1. **Payables (A)** (Mr. Altmayer) 6
The Finance Committee is submitting the purchase orders at \$668,749.99; imprest checks at \$36,443.21; accounts payable at \$834.90; and disbursements issued at \$3,260,717.60; for review and seeking approval to move forward.
Recommendation: Seeking approval of the Board as presented.
 2. **Monthly Fiscal Updates (R)** (Mr. Altmayer) 66
Mr. Altmayer will provide the monthly fiscal updates and the Activity Fund Balance Report.
Recommendation: For informational purposes only.
 3. **FY25 Budget - Display Draft (R)** (Mr. Altmayer) 77
Mr. Altmayer will present the FY25 Budget - Display Draft.
Recommendation: For informational purposes only.

8. **Human Resources (HR) Committee** (Mr. Cratty-Chair, Mr. Bittman, Mr. Thompson)
 1. **Monthly Human Resources Updates (R)** (Dr. Zehr) 132
 Dr. Zehr will provide the monthly Human Resources updates.
Recommendation: For informational purposes only.
9. **Building and Grounds (B&G) Committee** (Mr. Troy-Chair, Mr. Quagliano, Mr. Thompson)
 1. **O&M Updates (R)** (Mr. Lindquist) 133
 Mr. Lindquist will report on O&M project updates.
Recommendation: For informational purposes only.
 1. **FY25 10Yr Life Cycle Capital Projects Budget Report (R)** (Mr. Lindquist) 134
 Mr. Lindquist will report on the 10-year life cycle capital projects budget.
Recommendation: For informational purposes only.
10. **Legislation/Policy Committee** (Mr. Bittman-Chair, Mr. Quagliano, Mrs. Murray)
 1. **Legislation Updates (R)** (Mr. Bittman)
 Legislative updates will be provided.
 2. **Policy Updates (R)** (Ms. Lombard) 146
 PRESS Updates June 2024, Issue 115. Recommended changes to Board policy.
Recommendation: Administration requests the Policy Committee recommend the above policies be moved forward for a first reading by the Board at the next Regular BOE meeting.
11. **Community Relations & Student Outreach Committee** (Mrs. Murray-Chair, Mr. Cratty, Mrs. Wiley)
 1. **Family Engagement Update (R)** (Mrs. Barr) 202
 Mrs. Barr will present the Community Relations updates.
Recommendation: For informational purposes only.
12. **Board of Education** (Mr. Bittman)
 1. **Minutes (R)** (Ms. Piemonte) 203
 The following meeting minutes have been prepared for review.
 July 18, 2024, Regular BOE Meeting
Recommendation: Seeking to move minutes forward for approval at the next BOE meeting.
 2. **Attendance Presentation (R)** (Ms. Lombard) 207
 Ms. Lombard will present the district's attendance campaign, attendance procedures, and the connection of attendance to student achievement.
Recommendation: For informational purposes only.
13. **Public Comment** (Mr. Bittman)
 As per Policy 2:230, public comment can be made during this portion of the meeting. The members of the public and district employees may comment on or ask questions of the Board, subject to reasonable constraints.
14. **Closed Session / Roll Call (A)** (Mr. Bittman)
 Move to enter into Closed Session at __ p.m. as indicated in the Open Meetings Act and 5ILCS120/2c for discussion of: (1) The appointment, employment, discipline, performance, or dismissal of specific employees or legal counsel; (2) Collective negotiating matters; (9) Student Disciplinary; (11) Litigation; (21) Discussion of minutes of meetings lawfully closed under this Act.
Roll Call: Ayes / Nays / Absent / Motion __
 1. **Exit Closed Session / Voice Call (A)** (Mr. Bittman)
15. **Resume in Public Session / Roll Call (A)** (Mr. Bittman)
 Resume the Committee of the Whole meeting at __ p.m.
 Mr. Quagliano, Mr. Troy, Mr. Cratty, Mr. Bittman, Mrs. Murray, Mrs. Wiley, Mr. Thompson
Roll Call: Ayes / Absent / Motion _____
16. **Adjournment (A)** (Mr. Bittman)
 Motion to adjourn the meeting at __ p.m.
Voice Call: Ayes / Nays / Motion __



Huntley Community School District 158

650 Academic Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.huntley158.org

Date: August 1, 2024
To: Curriculum and Instruction Committee
From: Dr. Amy MacCrimble
Cc: Ms. Jessica Lombard, Superintendent
Subject: Curriculum Updates

Executive Summary

This memo aims to provide information on continued work within the Learning & Innovation Department over the past month.

Recognizing American Diversity (RAD)

RAD fosters an inclusive, equitable, and empathetic community by recognizing, celebrating and discovering diverse perspectives and identities within Huntley 158. The goal is for students to feel a sense of belonging as their identities are elevated and recognized. RAD plans monthly events for the community and provides educational opportunities about different identities.

RAD began at the high school level, focusing on underrepresented groups in U.S. history and aligning with national recognition opportunities. It has since grown to a district-wide initiative, led by committed staff members and overseen by the Learning & Innovation department. Initially funded by the Community Partnership Grant, which expired at the end of the 2023-2024 school year, funding for RAD has been budgeted from local budget allocations, with projected funding of around \$8,000 which is inclusive of supplies and supervision at the events.

Changes for 2024-2025:

As with any program, changes naturally occur to strengthen initiatives. For the 2024-2025 school year, RAD will focus on the increased student perspective, inclusion of family groups' voices in Huntley 158, a broadened focus to reflect the Huntley 158 community, and alignment with national heritage and recognition months.

- **Increased Student Perspective:** We want to ensure that the events implemented align with students' needs. Increased efforts to include their voices and perspectives in planning will be made throughout this school year.
- **Family Groups in Huntley 158:** A specific goal of collaboration with the MPAC, SEAC, and other family groups will be a priority. This collaboration will streamline our efforts in working together to support all students always more effectively.
- **Broadening the focus to Include More Cultures in Huntley 158:** Huntley 158 continues to grow in the diversity and languages represented among our students, and we want to honor that! The November focus will align with World Kindness Month and be inclusive of Indigenous people and other cultures in Huntley 158. An event was added to the calendar in July to specifically represent the growing Eastern European heritages in Huntley 158.
- **Alignment to the National Heritage and Recognition Months:** We tentatively plan to adjust recognition months to align with national heritage months as well as other recognized groups but will seek the input from the HHS Principal Leadership Council before finalizing this calendar.
 - September: Latino Heritage (planned with MPAC)
 - October: Individuals with Disabilities (planned with SEAC)
 - November: World Kindness Month (inclusive of Indigenous people and other cultures)
 - February: Black Americans
 - March: Women in America
 - May: Asian Americans and Pacific Islanders
 - June: LGBTQ+ Pride
 - July: Eastern European Heritage (planned with MPAC)

Start of the Year Preparations

The curriculum team has been diligently preparing to ensure that student materials, teacher supports, and professional learning opportunities are ready for the start of the school year. Below are some highlights of our summer efforts:

- **Elementary Literacy:** Teachers implementing the new literacy materials have received training throughout the summer. Mrs. Moan has provided essential documents to streamline this implementation, ensuring teachers feel well-supported.
- **Secondary Literacy and Math:** Mr. Truax and Mrs. Poczowski organized professional development opportunities for ELA and English teachers, including literacy-specific training in collaboration with ROE 4 to support the Illinois Literacy Plan. They also continued CORE training, focusing on comprehension, writing, and high-leverage literacy practices for struggling readers.
- **Secondary Math:** Earlier this summer, Mr. Truax and Mrs. Parker arranged content math academies where teachers could deepen their understanding of math content standards and teaching practices to support and extend student learning.
- **Dual Language & Multilingual Curriculum:** Dual Language teachers received training on Benchmark Adelante last week. Mrs. Jacobson developed a biliteracy planner to assist teachers in determining the language of instruction. Additionally, training is being organized on Benchmark Hello and Rigor to support English learners.
- **Intervention Decision Making Rules:** Dr. Hoyou and Mrs. Spears have been collaborating with K-12 intervention facilitators to develop decision-making rules and criteria for student support across the Tiers. This criteria will ensure that decisions about student needs are systemic and equitable.
- **Huntley University Courses:** Many educators have enrolled in Huntley University courses—internal courses designed by Huntley 158 staff aligned with our initiatives. These courses offer opportunities for professional growth, learning hours, and salary schedule lane movement. Topics include literacy, math, artificial intelligence, college and career readiness, executive function, behavior management, multilingual supports, and technology-focused professional development on specific tools.

Recommendation

This report is for information only.



Huntley Community School District 158

650 Dr. John Burkey Drive (formerly Academic Drive)
Algonquin, Illinois 60102
(847) 659-6158 • huntley158.org

Date: August 1, 2024
To: Special Education Committee
From: Ms. Deanna Gill, Assistant Superintendent
Cc: Ms. Jessica Lombard, Superintendent
Subject: Department Updates

Executive Summary

Staff in the Special Services department are participating in a variety of Professional Development (PD) opportunities this summer including:

- “Structuring Effective Instruction” on July 31, 2024
 - Full day hands-on session aims to provide teachers with practical strategies and techniques for integrating principles of structured teaching and related strategies to meet the unique needs of students with complex learning needs.
- “IEP Bootcamp” on August 7, 2024
 - From the law offices of Engler, Callaway, Baasten & Sruga, LLC, attorney Cindy Baasten will offer staff the opportunity to review updates and best practices in special education from referral to eligibility determination to the development of individualized education plans (IEPs).
- “Enhancing Inclusion and Meaningful Instruction for Students in Elective Classes” on August 7, 2024
 - This workshop will focus on providing staff with professional learning related to accommodations and modifications for students in high school elective classes to promote meaningful instruction and inclusion.
- Teacher institute breakout sessions August 12 and August 13, 2024
 - Unique Learning Systems
 - 24-25 Back to School set up and training for this alternative curriculum that will be used in our self-contained SNAP and Strategy Ed classrooms
 - Circle of Courage framework
 - The Circle of Courage outlines four essential components that contribute to a child’s sense of belonging and overall well-being: Belonging, Mastery, Independence, and Generosity. Integrating these principles into daily interactions and instructional opportunities in our SES classrooms supports a highly specialized and supported educational environment for students

Recommendation

This report is for information only.



Huntley Community School District 158

650 Dr. John Burkey Drive (formerly Academic Drive)
Algonquin, Illinois 60102
(847) 659-6158 • huntley158.org

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: August 1, 2024

Subject: **Purchase Order Summary**
Committee of the Whole Meeting, August 1, 2024
Finance Committee

The following is an executive summary of the attached report titled "Purchase Orders" which is a listing of purchase orders issued from July 11, 2024 to July 25, 2024 for which administration is requesting Board Approval to issue payment once invoices have been received. Invoices which exceed an approved Purchase Order by \$100 or 10% of the Purchase Order (whichever is lower) will not be issued without additional Board approval.

Education Fund	\$	482,243.27
Operations & Maintenance Fund		117,090.79
Debt Service Fund		0.00
Transporation Fund		69,415.93
Municipal Retirement and Social Security Fund		0.00
Capital Projects Fund		0.00
Working Cash Fund		0.00
Fire Prevention and Safety Fund		0.00
Total	\$	<u>668,749.99</u>

At this time there is no Supplemental Purchase Order Summary for which Board approval is needed. Therefore, one will be provided in the packet for the upcoming Regular Board meeting. It will consist of an executive summary and an attached report titled "Purchase Orders" which will contain a listing of purchase orders issued for which Administration will request Board Approval to issue payment once invoices have been received.

RECOMMENDATION

Administration requests that the Finance Committee recommend the Board of Education approve the Purchase Order Report at the August 15, 2024 Regular Board of Education meeting.



Huntley Community School District 158

P.O. Summary by Vendor (Custom)

From: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:20 PM

Page 1 of 20

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
247 Security Inc					
20250163	40-2550-323-00-79	Repairs and Maintenance	07/12/2024	18,360.00	40-2550-323-00-79
20250223	40-2552-490-00-79	Inventoriable Supplies	07/24/2024	18,360.00	40-2552-490-00-79
			Total	\$36,720.00	
A Freedom Flag Co					
20250173	20-2542-410-00-79	Supplies B & G	07/16/2024	863.40	20-2542-410-00-79
20250173			07/16/2024	0.00	
			Total	\$863.40	
A Parts Warehouse					
20250224	40-2554-410-00-79	Fleet Supplies	07/24/2024	83.85	40-2554-410-00-79
20250225	40-2554-410-00-79	Fleet Supplies	07/24/2024	414.00	40-2554-410-00-79
			Total	\$497.85	
AASA					
20250226	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	07/24/2024	3,500.00	10-2212-310-00-79-505-14
			Total	\$3,500.00	
Academic Therapy Publications					
20250273	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	136.00	10-2150-410-92-79-605-14
20250273	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	421.00	10-2150-410-92-79-605-14
20250273	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	35.00	10-2150-410-92-79-605-14
20250273	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	200.00	10-2150-410-92-79-605-14
20250273	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	600.00	10-2150-410-92-79-605-14
			Total	\$1,392.00	
Accurate Translation Bureau					
20250295	10-1200-410-92-79-600-14	IDEA Instructional Supplies	07/25/2024	260.00	10-1200-410-92-79-600-14
20250295	10-1200-410-92-79-600-14	IDEA Instructional Supplies	07/25/2024	130.00	10-1200-410-92-79-600-14
20250295	10-1200-332-00-79-600-14	Travel Sp Ed	07/25/2024	25.00	10-1200-332-00-79-600-14
			Total	\$415.00	

7



Huntley Community School District 158

P.O. Summary by Vendor (Custom)

From: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:20 PM

Page 2 of 20

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
ACIA CL LLC (DBA CL Chrysler Dodge Jeep Ram)					
20250227	40-2554-410-00-79	Fleet Supplies	07/24/2024	336.88	40-2554-410-00-79
			Total	\$336.88	
Active Internet Technologies LLC					
20250164	10-2633-360-00-74-500-14	Communications Purch Services	07/12/2024	16,800.00	10-2633-360-00-74-500-14
			Total	\$16,800.00	
Advantage Mechanical Inc					
20250212	20-2542-323-00-79	Repairs & Maint Buildings	07/23/2024	11,762.00	20-2542-323-00-79
			Total	\$11,762.00	
AHW LLC - Hampshire					
20250174	20-2543-410-00-79	Grounds Supplies	07/16/2024	80.25	20-2543-410-00-79
20250174			07/16/2024	0.00	
			Total	\$80.25	
AIA Services LLC					
20250165	10-1558-410-00-71-300-13	VEI Supplies HS	07/12/2024	3,302.50	10-1558-410-00-71-300-13
			Total	\$3,302.50	
Airgas USA LLC					
20250228	40-2554-410-00-79	Fleet Supplies	07/24/2024	208.70	40-2554-410-00-79
			Total	\$208.70	
Allendale Association					
20250296	10-4220-670-00-79-600-14	Sp Ed Private Tuition	07/25/2024	5,175.00	10-4220-670-00-79-600-14
			Total	\$5,175.00	
American Time & Signal Co					
20250157	20-2542-410-00-79	Supplies B & G	07/11/2024	3,344.56	20-2542-410-00-79

8



Huntley Community School District 158

P.O. Summary by Vendor (Custom)

From: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:20 PM

Page 3 of 20

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
				Total	\$3,344.56
Auto Tech Centers Inc					
20250229	20-2545-323-00-79-600-14	Vehicle Repairs & Maintenance	07/24/2024	750.35	20-2545-323-00-79-600-14
				Total	\$750.35
Benchmark Education Company					
20250200	10-1600-410-89-79-605-14	Title I Supplies	07/22/2024	1,495.00	10-1600-410-89-79-605-14
20250200	10-1600-410-89-79-605-14	Title I Supplies	07/22/2024	149.50	10-1600-410-89-79-605-14
				Total	\$1,644.50
Blick Art Materials					
20250158	10-1130-410-02-71-300-13	Art Supplies HS	07/12/2024	9,177.48	10-1130-410-02-71-300-13
20250158	10-1130-410-02-71-300-13	Art Supplies HS	07/12/2024	2,026.65	10-1130-410-02-71-300-13
				Total	\$11,204.13
BMO Mastercard					
20250192	10-2642-410-00-74-500-14	Supplies Human Res	07/14/2024	13.31	10-2642-410-00-74-500-14
20250192	40-2554-410-00-79	Fleet Supplies	07/14/2024	1,300.00	40-2554-410-00-79
20250192	10-2642-640-00-74-500-14	Dues & Fees Human Res	07/14/2024	250.00	10-2642-640-00-74-500-14
20250192	40-2554-410-00-79	Fleet Supplies	07/14/2024	720.00	40-2554-410-00-79
20250192	10-2642-410-00-74-500-14	Supplies Human Res	07/14/2024	21.48	10-2642-410-00-74-500-14
20250269	20-2542-410-00-79	Supplies B & G	07/20/2024	176.38	20-2542-410-00-79
20250269	20-2542-410-00-79	Supplies B & G	07/20/2024	389.98	20-2542-410-00-79
20250269	20-2542-410-00-79	Supplies B & G	07/20/2024	68.99	20-2542-410-00-79
20250269	20-2542-410-00-79	Supplies B & G	07/20/2024	330.12	20-2542-410-00-79
20250269	20-2542-410-00-79	Supplies B & G	07/20/2024	458.64	20-2542-410-00-79
20250269	20-2542-410-00-79	Supplies B & G	07/20/2024	4,915.25	20-2542-410-00-79
20250269	20-2542-390-00-79	Other Purchased Service	07/20/2024	170.00	20-2542-390-00-79
20250190	10-2660-410-00-79-600-14	Supplies Tech	07/14/2024	441.30	10-2660-410-00-79-600-14
20250269	20-2542-410-00-79	Supplies B & G	07/20/2024	975.60	20-2542-410-00-79
20250185	10-1130-410-67-71-300-13	PLTW Supplies 6-12	07/14/2024	519.65	10-1130-410-67-71-300-13
20250185	10-1130-410-67-71-300-13	PLTW Supplies 6-12	07/14/2024	714.00	10-1130-410-67-71-300-13



Huntley Community School District 158

P.O. Summary by Vendor (Custom)

From: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:20 PM

Page 4 of 20

10

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
20250185	10-1130-410-67-71-300-13	PLTW Supplies 6-12	07/14/2024	683.23	10-1130-410-67-71-300-13
20250185	10-1130-410-67-71-300-13	PLTW Supplies 6-12	07/14/2024	547.48	10-1130-410-67-71-300-13
20250185	10-1130-410-67-71-300-13	PLTW Supplies 6-12	07/14/2024	212.91	10-1130-410-67-71-300-13
20250185	10-1130-410-67-71-300-13	PLTW Supplies 6-12	07/14/2024	1,711.27	10-1130-410-67-71-300-13
20250185	10-1130-410-67-71-300-13	PLTW Supplies 6-12	07/14/2024	785.56	10-1130-410-67-71-300-13
20250177	10-2213-415-00-71-300-13	HHS Staff Devel Supplies	07/14/2024	60.44	10-2213-415-00-71-300-13
20250178	10-2210-490-00-74-500-14	Supplies Curr & Inst 6-12	07/14/2024	36.95	10-2210-490-00-74-500-14
20250178	10-2210-490-00-74-500-14	Supplies Curr & Inst 6-12	07/14/2024	45.17	10-2210-490-00-74-500-14
20250191	10-158	Activity Funds	07/14/2024	49.99	10-120
20250180	10-2321-410-00-74-500-14	Supplies Supt	07/14/2024	20.38	10-2321-410-00-74-500-14
20250185	10-1400-410-10-71-300-13	Ind Arts Supplies	07/14/2024	315.47	10-1400-410-10-71-300-13
20250185	10-1130-410-67-71-300-13	PLTW Supplies 6-12	07/14/2024	466.43	10-1130-410-67-71-300-13
20250185	10-1130-410-67-71-300-13	PLTW Supplies 6-12	07/14/2024	107.89	10-1130-410-67-71-300-13
20250185	10-1130-410-67-71-300-13	PLTW Supplies 6-12	07/14/2024	49.80	10-1130-410-67-71-300-13
20250185	10-1130-410-67-71-300-13	PLTW Supplies 6-12	07/14/2024	152.87	10-1130-410-67-71-300-13
20250185	10-1130-410-00-71-300-13	Inst Supplies HS	07/14/2024	243.25	10-1130-410-00-71-300-13
20250185	10-2410-410-00-71-300-14	Copier Paper & Toner HS	07/14/2024	429.50	10-2410-410-00-71-300-14
20250185	10-2410-410-00-71-300-14	Copier Paper & Toner HS	07/14/2024	429.50	10-2410-410-00-71-300-14
20250185	10-1130-420-00-71-300-13	HS Curriculum Textbooks	07/14/2024	549.90	10-1130-420-00-71-300-13
20250185	10-1130-420-00-71-300-13	HS Curriculum Textbooks	07/14/2024	90.86	10-1130-420-00-71-300-13
20250185	10-1130-420-00-71-300-13	HS Curriculum Textbooks	07/14/2024	9.06	10-1130-420-00-71-300-13
20250179	10-2520-410-00-74-500-14	Supplies Fiscal	07/14/2024	48.25	10-2520-410-00-74-500-14
20250186	10-1110-410-00-74-150-13	Inst Supplies Conley	07/14/2024	206.55	10-1110-410-00-74-150-13
20250185	10-1130-410-67-71-300-13	PLTW Supplies 6-12	07/14/2024	428.47	10-1130-410-67-71-300-13
20250189	20-2542-390-00-79	Other Purchased Service	07/14/2024	184.68	20-2542-390-00-79
20250189	20-2540-410-00-79	Office Supplies B & G	07/14/2024	64.97	20-2540-410-00-79
20250188	10-158	Activity Funds	07/14/2024	521.00	10-120
20250186	10-2410-410-00-74-150-14	Copier Paper & Toner Conley	07/14/2024	291.89	10-2410-410-00-74-150-14
20250186	10-1110-410-00-74-150-13	Inst Supplies Conley	07/14/2024	40.98	10-1110-410-00-74-150-13
20250186	10-1110-410-00-74-150-13	Inst Supplies Conley	07/14/2024	384.12	10-1110-410-00-74-150-13
20250186	10-1110-410-00-74-150-13	Inst Supplies Conley	07/14/2024	32.20	10-1110-410-00-74-150-13
20250186	10-1110-410-00-74-150-13	Inst Supplies Conley	07/14/2024	21.79	10-1110-410-00-74-150-13
20250185	10-1130-410-67-71-300-13	PLTW Supplies 6-12	07/14/2024	1,027.93	10-1130-410-67-71-300-13
20250186	10-1110-410-00-74-150-13	Inst Supplies Conley	07/14/2024	196.46	10-1110-410-00-74-150-13



Huntley Community School District 158

P.O. Summary by Vendor (Custom)

From: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:20 PM

Page 5 of 20

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
20250185	10-1130-410-67-71-300-13	PLTW Supplies 6-12	07/14/2024	65.16	10-1130-410-67-71-300-13
20250186	10-1110-410-00-74-150-13	Inst Supplies Conley	07/14/2024	19.79	10-1110-410-00-74-150-13
20250186	10-1110-410-00-74-150-13	Inst Supplies Conley	07/14/2024	74.32	10-1110-410-00-74-150-13
20250186	10-2410-410-00-74-150-14	Copier Paper & Toner Conley	07/14/2024	340.54	10-2410-410-00-74-150-14
20250186	10-158	Activity Funds	07/14/2024	40.38	10-120
20250186	10-1110-410-00-74-150-13	Inst Supplies Conley	07/14/2024	2,705.80	10-1110-410-00-74-150-13
20250186	10-1110-410-00-74-150-13	Inst Supplies Conley	07/14/2024	498.45	10-1110-410-00-74-150-13
20250185	10-1130-410-06-71-300-13	World Languages Supplies HS	07/14/2024	(59.78)	10-1130-410-06-71-300-13
20250185	10-1130-410-67-71-300-13	PLTW Supplies 6-12	07/14/2024	61.36	10-1130-410-67-71-300-13
20250185	10-1130-410-67-71-300-13	PLTW Supplies 6-12	07/14/2024	39.98	10-1130-410-67-71-300-13
20250190	10-2660-410-00-79-600-14	Supplies Tech	07/14/2024	37.56	10-2660-410-00-79-600-14
20250186	10-1110-410-00-74-150-13	Inst Supplies Conley	07/14/2024	74.73	10-1110-410-00-74-150-13
Total				\$25,810.19	
11					
Boilersource					
20250117	20-2542-410-00-79	Supplies B & G	07/11/2024	383.21	20-2542-410-00-79
Total				\$383.21	
Build Capacity Consulting LLC					
20250217	10-2212-314-83-79-505-14	Title II Prof Development	07/24/2024	(2,750.00)	10-2212-314-83-79-505-14
20250217	10-2212-314-83-79-505-14	Title II Prof Development	07/24/2024	39,000.00	10-2212-314-83-79-505-14
20250217	10-2212-314-83-79-505-14	Title II Prof Development	07/24/2024	13,000.00	10-2212-314-83-79-505-14
20250217	10-2212-314-83-79-505-14	Title II Prof Development	07/24/2024	3,250.00	10-2212-314-83-79-505-14
Total				\$52,500.00	
CDW Government Inc					
20250274	10-3000-410-92-79-600-14	IDEA Comm Engage Supplies	07/25/2024	1,725.00	10-3000-410-92-79-600-14
20250277	10-1200-410-92-79-600-14	IDEA Instructional Supplies	07/25/2024	300.00	10-1200-410-92-79-600-14
20250278	10-1200-410-92-79-600-14	IDEA Instructional Supplies	07/25/2024	300.00	10-1200-410-92-79-600-14
20250276	10-1200-410-92-79-600-14	IDEA Instructional Supplies	07/25/2024	300.00	10-1200-410-92-79-600-14
20250274	10-3000-410-92-79-600-14	IDEA Comm Engage Supplies	07/25/2024	5,205.00	10-3000-410-92-79-600-14
20250145	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	07/11/2024	12,000.00	10-2660-490-00-79-600-14
20250275	10-1200-410-92-79-600-14	IDEA Instructional Supplies	07/25/2024	300.00	10-1200-410-92-79-600-14



Huntley Community School District 158

P.O. Summary by Vendor (Custom)

From: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:20 PM

Page 6 of 20

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
20250144	10-2520-410-00-74-500-14	Supplies Fiscal	07/11/2024	1,259.00	10-2520-410-00-74-500-14
20250201	10-2546-490-00-79-600-14	Security Officer Supplies	07/22/2024	337.00	10-2546-490-00-79-600-14
20250201	10-2546-490-00-79-600-14	Security Officer Supplies	07/22/2024	1,950.00	10-2546-490-00-79-600-14
20250201	10-2546-490-00-79-600-14	Security Officer Supplies	07/22/2024	459.00	10-2546-490-00-79-600-14
20250279	10-1200-310-92-79-600-14	IDEA General Purchased Service	07/25/2024	160.00	10-1200-310-92-79-600-14
20250202	10-2220-490-00-74-150-13	Media Center Tech Conley	07/22/2024	387.00	10-2220-490-00-74-150-13
				Total	\$24,682.00
Champion Paving Corp					
20250195	20-2543-329-00-79	Grounds - Small Projects	07/18/2024	22,000.00	20-2543-329-00-79
				Total	\$22,000.00
ClientFirst Consulting Group LLC					
20250141	10-2660-390-00-79-600-14	Purchased Service Technology	07/11/2024	525.00	10-2660-390-00-79-600-14
				Total	\$525.00
Colley Elevator Co					
20250166	20-2542-390-00-79	Other Purchased Service	07/12/2024	330.00	20-2542-390-00-79
20250166			07/12/2024	0.00	
				Total	\$330.00
Common Goal Systems Inc					
20250203	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	07/22/2024	0.00	10-2212-310-00-79-505-14
20250203			07/22/2024	0.00	
20250203	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	07/22/2024	152.00	10-2212-310-00-79-505-14
20250203	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	07/22/2024	604.00	10-2212-310-00-79-505-14
20250203	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	07/22/2024	1,740.80	10-2212-310-00-79-505-14
20250203	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	07/22/2024	816.00	10-2212-310-00-79-505-14
				Total	\$3,312.80
Comprehensible Classroom					
20250204	10-2210-310-84-79-605-14	Title III LIPLEPS Pur Svcs	07/22/2024	400.00	10-2210-310-84-79-605-14
20250204	10-2210-310-84-79-605-14	Title III LIPLEPS Pur Svcs	07/22/2024	200.00	10-2210-310-84-79-605-14

12



Huntley Community School District 158

P.O. Summary by Vendor (Custom)

From: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:20 PM

Page 7 of 20

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
				Total	\$600.00
CORE					
20250230	10-2212-314-83-79-505-14	Title II Prof Development	07/24/2024	500.00	10-2212-314-83-79-505-14
				Total	\$500.00
Crystal Lake School District 47					
20250297	10-4120-310-92-79-600-14	IDEA Payments to Other Districts	07/25/2024	150.00	10-4120-310-92-79-600-14
20250297	10-4120-310-92-79-600-14	IDEA Payments to Other Districts	07/25/2024	187.50	10-4120-310-92-79-600-14
20250297	10-4120-310-92-79-600-14	IDEA Payments to Other Districts	07/25/2024	675.00	10-4120-310-92-79-600-14
20250297	10-4120-310-92-79-600-14	IDEA Payments to Other Districts	07/25/2024	56.25	10-4120-310-92-79-600-14
				Total	\$1,068.75
13					
CT Veach Inc					
20250196	20-2543-530-00-79	Improvements not Buildings	07/18/2024	14,970.00	20-2543-530-00-79
20250197	20-2543-323-00-79	Repairs-Grounds	07/19/2024	3,350.00	20-2543-323-00-79
				Total	\$18,320.00
Dreisilker Electric Motors Inc					
20250118	20-2542-410-00-79	Supplies B & G	07/11/2024	417.41	20-2542-410-00-79
20250118			07/11/2024	0.00	
				Total	\$417.41
DuPage Federation on Human Services					
20250231	10-2210-310-84-79-605-14	Title III LIPLEPS Pur Svcs	07/24/2024	25.90	10-2210-310-84-79-605-14
				Total	\$25.90
Easterseals					
20250298	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	07/25/2024	79.25	10-2210-314-92-79-605-14
20250298	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	07/25/2024	2,000.00	10-2210-314-92-79-605-14
				Total	\$2,079.25
Eaton Corporation					



Huntley Community School District 158

P.O. Summary by Vendor (Custom)

From: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:20 PM

Page 8 of 20

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
20250146	10-2660-319-00-79-600-14	Hardware Maintenance Renewal	07/11/2024	16,381.15	10-2660-319-00-79-600-14
			Total	\$16,381.15	
Eds Testing Station and Automotive					
20250167	40-2550-310-00-79	Prof & Tech Service Trans	07/12/2024	1,470.00	40-2550-310-00-79
20250167			07/12/2024	0.00	
			Total	\$1,470.00	
Engler Callaway Baasten & Sraga LLC					
20250232	10-2310-318-00-74-500-14	Legal Board	07/24/2024	598.00	10-2310-318-00-74-500-14
			Total	\$598.00	
Facilities Management eXpress					
20250119	10-2660-319-61-79-600-14	Software Maintenance	07/11/2024	2,464.00	10-2660-319-61-79-600-14
20250119			07/11/2024	0.00	
20250119	20-2542-390-00-79	Other Purchased Service	07/11/2024	19,677.67	20-2542-390-00-79
			Total	\$22,141.67	
FleetSoft					
20250152	40-2552-540-00-79	Bus Purchases	07/11/2024	1,494.00	40-2552-540-00-79
			Total	\$1,494.00	
Follett Content Solutions LLC					
20250205	10-1100-421-00-74-500-14	Materials 6-12	07/22/2024	257.29	10-1100-421-00-74-500-14
20250205	10-1100-421-00-74-500-14	Materials 6-12	07/22/2024	91.85	10-1100-421-00-74-500-14
20250205	10-1100-421-00-74-500-14	Materials 6-12	07/22/2024	19.29	10-1100-421-00-74-500-14
20250159	10-1130-420-00-71-300-13	HS Curriculum Textbooks	07/12/2024	2,741.90	10-1130-420-00-71-300-13
			Total	\$3,110.33	
Fox Valley Fire Safety					
20250233	20-2542-390-00-79	Other Purchased Service	07/24/2024	151.61	20-2542-390-00-79
20250233	20-2542-390-00-79	Other Purchased Service	07/24/2024	151.61	20-2542-390-00-79



Huntley Community School District 158

P.O. Summary by Vendor (Custom)

From: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:20 PM

Page 9 of 20

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
20250233	20-2542-390-00-79	Other Purchased Service	07/24/2024	151.61	20-2542-390-00-79
20250233	20-2542-390-00-79	Other Purchased Service	07/24/2024	151.61	20-2542-390-00-79
20250233	20-2542-390-00-79	Other Purchased Service	07/24/2024	108.50	20-2542-390-00-79
20250233	20-2542-390-00-79	Other Purchased Service	07/24/2024	104.50	20-2542-390-00-79
20250233	20-2542-390-00-79	Other Purchased Service	07/24/2024	110.61	20-2542-390-00-79
20250233	20-2542-390-00-79	Other Purchased Service	07/24/2024	110.61	20-2542-390-00-79
20250198	20-2542-390-00-79	Other Purchased Service	07/19/2024	2,116.21	20-2542-390-00-79
20250198	20-2542-390-00-79	Other Purchased Service	07/19/2024	1,373.11	20-2542-390-00-79
20250234	40-2550-310-00-79	Prof & Tech Service Trans	07/24/2024	1,124.04	40-2550-310-00-79
20250216	20-2542-323-00-79	Repairs & Maint Buildings	07/24/2024	1,158.00	20-2542-323-00-79
20250198	20-2542-390-00-79	Other Purchased Service	07/19/2024	1,373.11	20-2542-390-00-79
Total				\$8,185.13	
<hr/>					
Grainger					
20250175			07/16/2024	0.00	
20250235	20-2542-410-00-79	Supplies B & G	07/24/2024	72.60	20-2542-410-00-79
20250175	20-2542-410-00-79	Supplies B & G	07/16/2024	135.42	20-2542-410-00-79
Total				\$208.02	
<hr/>					
GW Berkheimer Co Inc					
20250153	20-2542-410-00-79	Supplies B & G	07/11/2024	91.64	20-2542-410-00-79
Total				\$91.64	
<hr/>					
Hand2mind					
20250280	10-1200-410-92-79-600-14	IDEA Instructional Supplies	07/25/2024	220.99	10-1200-410-92-79-600-14
20250280	10-1200-410-92-79-600-14	IDEA Instructional Supplies	07/25/2024	220.99	10-1200-410-92-79-600-14
20250280	10-1200-410-92-79-600-14	IDEA Instructional Supplies	07/25/2024	237.99	10-1200-410-92-79-600-14
Total				\$679.97	
<hr/>					
Heartland School Solutions					
20250236	10-2560-640-00-72-110-13	Cafe Dues & Fees Chesak	07/24/2024	760.00	10-2560-640-00-72-110-13
20250236	10-2560-640-00-71-300-13	Cafe Dues & Fees HS	07/24/2024	760.00	10-2560-640-00-71-300-13
20250236	10-2560-640-00-71-100-13	Cafe Dues & Fees Leggee	07/24/2024	760.00	10-2560-640-00-71-100-13



Huntley Community School District 158

P.O. Summary by Vendor (Custom)

From: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:20 PM

Page 10 of 20

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
20250236	10-2560-640-00-72-120-13	Cafe Dues & Fees Martin	07/24/2024	760.00	10-2560-640-00-72-120-13
20250236	10-2560-640-00-74-210-13	Cafe Dues & Fees Heineman	07/24/2024	760.00	10-2560-640-00-74-210-13
20250236	10-2560-640-00-74-150-13	Cafe Dues & Fees Conley	07/24/2024	760.00	10-2560-640-00-74-150-13
20250236	10-2560-640-00-74-140-13	Cafe Dues & Fees Mackeben	07/24/2024	760.00	10-2560-640-00-74-140-13
20250236	10-2560-640-00-72-220-13	Cafe Dues & Fees Marlowe	07/24/2024	760.00	10-2560-640-00-72-220-13
Total				\$6,080.00	
Hinckley Springs					
20250168	10-2213-415-00-71-300-13	HHS Staff Devel Supplies	07/12/2024	86.99	10-2213-415-00-71-300-13
Total				\$86.99	
Home Depot Credit Services					
20250237	20-2542-410-00-79	Supplies B & G	07/24/2024	79.00	20-2542-410-00-79
20250237	20-2542-410-00-79	Supplies B & G	07/24/2024	2,033.64	20-2542-410-00-79
Total				\$2,112.64	
Howies Athletic Tape					
20250238	10-1500-410-00-71-300-13	Training/Athletic Supplies HS	07/24/2024	2,719.00	10-1500-410-00-71-300-13
Total				\$2,719.00	
ID Wholesaler					
20250199	10-1120-360-00-72-220-13	Printing Marlowe	07/22/2024	33.78	10-1120-360-00-72-220-13
20250218	10-2660-410-00-79-600-14	Supplies Tech	07/24/2024	2,824.75	10-2660-410-00-79-600-14
20250218	10-2660-410-00-79-600-14	Supplies Tech	07/24/2024	91.98	10-2660-410-00-79-600-14
20250199	10-1120-360-00-72-220-13	Printing Marlowe	07/22/2024	1,329.95	10-1120-360-00-72-220-13
20250301	10-2410-410-00-74-210-14	Copier Paper & Toner Heineman	07/25/2024	531.98	10-2410-410-00-74-210-14
20250199	10-1120-360-00-72-220-13	Printing Marlowe	07/22/2024	229.95	10-1120-360-00-72-220-13
20250199	10-1120-360-00-72-220-13	Printing Marlowe	07/22/2024	19.99	10-1120-360-00-72-220-13
Total				\$5,062.38	
IDville					
20250160	10-2410-410-00-71-300-14	Copier Paper & Toner HS	07/12/2024	232.50	10-2410-410-00-71-300-14
20250160	10-2410-410-00-71-300-14	Copier Paper & Toner HS	07/12/2024	4,650.00	10-2410-410-00-71-300-14



Huntley Community School District 158

P.O. Summary by Vendor (Custom)

From: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:20 PM

Page 11 of 20

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
				Total	\$4,882.50
Illinois Communications Sales Inc					
20250148			07/11/2024	0.00	
20250148	10-2546-490-00-79-600-14	Security Officer Supplies	07/11/2024	21,700.00	10-2546-490-00-79-600-14
20250151	10-2546-490-00-79-600-14	Security Officer Supplies	07/11/2024	2,454.00	10-2546-490-00-79-600-14
				Total	\$24,154.00
Illinois Tollway Quarterly					
20250239	40-2552-640-00-79	Dues & Fees	07/24/2024	4,500.20	40-2552-640-00-79
				Total	\$4,500.20
Illinois Tollway Violation					
20250240	40-2552-640-00-79	Dues & Fees	07/24/2024	53.35	40-2552-640-00-79
20250241	40-2552-640-00-79	Dues & Fees	07/24/2024	47.90	40-2552-640-00-79
				Total	\$101.25
Instrument Barn, The					
20250302	10-1120-410-12-74-210-13	Chorus/Band Supplies Heineman	07/25/2024	4,060.00	10-1120-410-12-74-210-13
				Total	\$4,060.00
Lakeshore Learning Materials					
20250215	10-1125-410-97-79-600-14	All Children Supplies	07/23/2024	69.99	10-1125-410-97-79-600-14
20250215	10-1125-410-97-79-600-14	All Children Supplies	07/23/2024	49.99	10-1125-410-97-79-600-14
20250215	10-1125-410-97-79-600-14	All Children Supplies	07/23/2024	349.00	10-1125-410-97-79-600-14
20250215	10-1125-410-97-79-600-14	All Children Supplies	07/23/2024	19.99	10-1125-410-97-79-600-14
20250215	10-1125-410-97-79-600-14	All Children Supplies	07/23/2024	(90.00)	10-1125-410-97-79-600-14
20250215	10-1125-410-97-79-600-14	All Children Supplies	07/23/2024	379.00	10-1125-410-97-79-600-14
20250215	10-1125-410-97-79-600-14	All Children Supplies	07/23/2024	39.99	10-1125-410-97-79-600-14
20250215	10-1125-410-97-79-600-14	All Children Supplies	07/23/2024	79.99	10-1125-410-97-79-600-14
20250215	10-1125-410-97-79-600-14	All Children Supplies	07/23/2024	149.00	10-1125-410-97-79-600-14
20250215	10-1125-410-97-79-600-14	All Children Supplies	07/23/2024	179.00	10-1125-410-97-79-600-14
20250215	10-1125-410-97-79-600-14	All Children Supplies	07/23/2024	399.00	10-1125-410-97-79-600-14



Huntley Community School District 158

P.O. Summary by Vendor (Custom)

From: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:20 PM

Page 12 of 20

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
20250215	10-1125-410-97-79-600-14	All Children Supplies	07/23/2024	59.99	10-1125-410-97-79-600-14
20250215	10-1125-410-97-79-600-14	All Children Supplies	07/23/2024	398.10	10-1125-410-97-79-600-14
20250215	10-1125-410-97-79-600-14	All Children Supplies	07/23/2024	299.00	10-1125-410-97-79-600-14
20250215	10-1125-410-97-79-600-14	All Children Supplies	07/23/2024	1,079.00	10-1125-410-97-79-600-14
Total				\$3,461.04	
LRP Publication					
20250299	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	07/25/2024	6,807.00	10-2210-314-92-79-605-14
Total				\$6,807.00	
MakeMusic Inc					
20250281	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	07/25/2024	7,274.80	10-2212-310-00-79-505-14
20250281	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	07/25/2024	399.90	10-2212-310-00-79-505-14
20250281			07/25/2024	0.00	
Total				\$7,674.70	18
McHenry County College					
20250282	10-1200-310-66-71-300-13	STEP Purchased Services	07/25/2024	10,800.00	10-1200-310-66-71-300-13
Total				\$10,800.00	
Medco Supply Company					
20250242	10-1500-410-00-71-300-13	Training/Athletic Supplies HS	07/24/2024	607.58	10-1500-410-00-71-300-13
Total				\$607.58	
Midland Paper					
20250213	10-2410-410-00-71-100-14	Copier Paper & Toner Leggee	07/23/2024	12,303.20	10-2410-410-00-71-100-14
20250211	10-2410-410-00-74-210-14	Copier Paper & Toner Heineman	07/23/2024	5,272.80	10-2410-410-00-74-210-14
20250143	10-2900-410-00-79-600-14	Copier Paper & Toner DO	07/11/2024	1,740.02	10-2900-410-00-79-600-14
Total				\$19,316.02	
Midwest Computer Products					
20250283	10-1200-710-92-79-600-14	IDEA Instructional Non-Cap Eqp	07/25/2024	1,244.36	10-1200-710-92-79-600-14



Huntley Community School District 158

P.O. Summary by Vendor (Custom)

From: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:20 PM

Page 13 of 20

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
20250283	10-1200-710-92-79-600-14	IDEA Instructional Non-Cap Eqp	07/25/2024	3,340.00	10-1200-710-92-79-600-14
20250283	10-1200-710-92-79-600-14	IDEA Instructional Non-Cap Eqp	07/25/2024	438.00	10-1200-710-92-79-600-14
20250283	10-1200-710-92-79-600-14	IDEA Instructional Non-Cap Eqp	07/25/2024	1,750.00	10-1200-710-92-79-600-14
20250283	10-1200-710-92-79-600-14	IDEA Instructional Non-Cap Eqp	07/25/2024	550.00	10-1200-710-92-79-600-14
20250284	10-1200-310-92-79-600-14	IDEA General Purchased Service	07/25/2024	4,570.00	10-1200-310-92-79-600-14
20250283	10-1200-710-92-79-600-14	IDEA Instructional Non-Cap Eqp	07/25/2024	258.00	10-1200-710-92-79-600-14
20250284	10-1200-310-92-79-600-14	IDEA General Purchased Service	07/25/2024	4,980.00	10-1200-310-92-79-600-14
20250284	10-1200-310-92-79-600-14	IDEA General Purchased Service	07/25/2024	3,100.00	10-1200-310-92-79-600-14
				Total	\$20,230.36
Mosyle Corporation					
20250147	10-2660-319-61-79-600-14	Software Maintenance	07/11/2024	8,167.50	10-2660-319-61-79-600-14
				Total	\$8,167.50
Mulch Center, The					
20250222			07/24/2024	0.00	
20250222	20-2543-410-00-79	Grounds Supplies	07/24/2024	5,520.00	20-2543-410-00-79
				Total	\$5,520.00
Next Security LLC					
20250149			07/11/2024	0.00	
20250149	20-2542-410-00-79	Supplies B & G	07/11/2024	1,328.24	20-2542-410-00-79
				Total	\$1,328.24
North Shore Transit Inc					
20250243	40-2552-331-00-79	Contracted Transportation	07/24/2024	792.98	40-2552-331-00-79
				Total	\$792.98
Northwestern Medicine Occupational Health					
20250245	40-2550-310-00-79	Prof & Tech Service Trans	07/24/2024	1,185.00	40-2550-310-00-79
20250244	40-2550-310-00-79	Prof & Tech Service Trans	07/24/2024	1,005.00	40-2550-310-00-79
20250246	40-2550-310-00-79	Prof & Tech Service Trans	07/24/2024	675.00	40-2550-310-00-79
				Total	\$2,865.00

19



Huntley Community School District 158

P.O. Summary by Vendor (Custom)

From: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:20 PM

Page 14 of 20

20

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
Partnering for Prevention LLC					
20250210	10-1500-390-00-71-300-13	Student Drug Testing	07/22/2024	7,105.00	10-1500-390-00-71-300-13
				Total	\$7,105.00
Pearson Clinical Assessments					
20250285	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	46.00	10-2150-410-92-79-605-14
20250285	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	208.00	10-2150-410-92-79-605-14
20250285	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	400.00	10-2150-410-92-79-605-14
20250285	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	999.00	10-2150-410-92-79-605-14
20250285	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	105.00	10-2150-410-92-79-605-14
20250285	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	395.75	10-2150-410-92-79-605-14
20250285	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	82.00	10-2150-410-92-79-605-14
20250285	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	301.00	10-2150-410-92-79-605-14
				Total	\$2,536.75
Phoenix Tree					
20250161	10-1130-420-00-71-300-13	HS Curriculum Textbooks	07/12/2024	653.01	10-1130-420-00-71-300-13
20250161	10-1130-420-00-71-300-13	HS Curriculum Textbooks	07/12/2024	42.95	10-1130-420-00-71-300-13
				Total	\$695.96
Pomps Tire Service Inc					
20250169	40-2554-410-00-79	Fleet Supplies	07/12/2024	6,602.84	40-2554-410-00-79
20250169			07/12/2024	0.00	
				Total	\$6,602.84
PowerSchool Group LLC					
20250142	10-2660-316-00-79-600-14	Student Information	07/11/2024	27,927.70	10-2660-316-00-79-600-14
20250142	10-2660-316-00-79-600-14	Student Information	07/11/2024	58,498.40	10-2660-316-00-79-600-14
20250142	10-2660-316-00-79-600-14	Student Information	07/11/2024	17,972.40	10-2660-316-00-79-600-14
20250142	10-2660-316-00-79-600-14	Student Information	07/11/2024	3,687.07	10-2660-316-00-79-600-14
20250219	10-2660-316-00-79-600-14	Student Information	07/24/2024	768.00	10-2660-316-00-79-600-14
20250142	10-2660-316-00-79-600-14	Student Information	07/11/2024	1,622.40	10-2660-316-00-79-600-14



Huntley Community School District 158

P.O. Summary by Vendor (Custom)

From: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:20 PM

Page 15 of 20

21

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
				Total	\$110,475.97
Pro Com Systems Inc					
20250207	10-2546-323-00-79-600-14	Security Officer Repairs	07/22/2024	1,282.00	10-2546-323-00-79-600-14
20250206	10-2546-323-00-79-600-14	Security Officer Repairs	07/22/2024	7,220.00	10-2546-323-00-79-600-14
				Total	\$8,502.00
Pro Ed Inc					
20250286	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	253.00	10-2150-410-92-79-605-14
20250286	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	48.00	10-2150-410-92-79-605-14
20250286	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	32.00	10-2150-410-92-79-605-14
20250286	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	40.00	10-2150-410-92-79-605-14
20250286	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	64.00	10-2150-410-92-79-605-14
20250286	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	51.00	10-2150-410-92-79-605-14
				Total	\$488.00
Quadient Leasing USA					
20250154	10-2630-341-00-74-500-14	Postage Central Office	07/11/2024	585.00	10-2630-341-00-74-500-14
20250155	10-2630-341-00-74-500-14	Postage Central Office	07/11/2024	492.00	10-2630-341-00-74-500-14
20250155	10-2630-341-00-74-500-14	Postage Central Office	07/11/2024	492.00	10-2630-341-00-74-500-14
20250154	10-2630-341-00-74-500-14	Postage Central Office	07/11/2024	585.00	10-2630-341-00-74-500-14
				Total	\$2,154.00
Radi-Link Inc					
20250247	40-2552-490-00-79	Inventoriable Supplies	07/24/2024	1,600.00	40-2552-490-00-79
				Total	\$1,600.00
Research Institutes for					
20250287	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	07/25/2024	2,700.00	10-2210-314-92-79-605-14
20250287	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	07/25/2024	4,374.00	10-2210-314-92-79-605-14
20250287	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	07/25/2024	1,050.00	10-2210-314-92-79-605-14
				Total	\$8,124.00



Huntley Community School District 158

P.O. Summary by Vendor (Custom)

From: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:20 PM

Page 16 of 20

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
Riddell/All American					
20250255	10-1500-323-00-71-300-13	Reconditioning	07/24/2024	18,000.70	10-1500-323-00-71-300-13
20250255	10-1500-323-00-71-300-13	Reconditioning	07/24/2024	(5.00)	10-1500-323-00-71-300-13
			Total	\$17,995.70	
Riverside Insights					
20250220	10-2230-312-00-79-600-14	Testing/Assessment 6-12	07/24/2024	1,749.00	10-2230-312-00-79-600-14
20250220	10-2230-312-00-79-600-14	Testing/Assessment 6-12	07/24/2024	7,680.00	10-2230-312-00-79-600-14
20250220	10-2230-312-00-79-600-14	Testing/Assessment 6-12	07/24/2024	1,675.00	10-2230-312-00-79-600-14
			Total	\$11,104.00	
rSchoolToday					
20250248	10-1500-640-00-71-300-13	Sports Dues & Fees HS	07/24/2024	950.00	10-1500-640-00-71-300-13
			Total	\$950.00	
Rydin Decal					
20250214	10-2300-410-97-79-600-14	All Children Gen Admin Sup	07/23/2024	24.00	10-2300-410-97-79-600-14
20250214	10-2300-410-97-79-600-14	All Children Gen Admin Sup	07/23/2024	524.00	10-2300-410-97-79-600-14
			Total	\$548.00	
Say It Right					
20250288	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	99.99	10-2150-410-92-79-605-14
			Total	\$99.99	
Schocks Towing					
20250249	40-2550-323-00-79	Repairs and Maintenance	07/24/2024	2,400.00	40-2550-323-00-79
			Total	\$2,400.00	
School Health Corporation Bldg					
20250289	10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup	07/25/2024	2,780.99	10-2130-410-92-79-605-14
			Total	\$2,780.99	



Huntley Community School District 158

P.O. Summary by Vendor (Custom)

From: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:20 PM

Page 17 of 20

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
School Health Corporation					
20250150	10-2130-390-00-79-600-14	Purchased Services Health	07/11/2024	436.00	10-2130-390-00-79-600-14
			Total	\$436.00	
School Specialty LLC					
20250162	10-1130-410-02-71-300-13	Art Supplies HS	07/12/2024	1,980.94	10-1130-410-02-71-300-13
			Total	\$1,980.94	
Sherwin Williams Co					
20250250	20-2542-410-00-79	Supplies B & G	07/24/2024	57.80	20-2542-410-00-79
20250176	20-2542-410-00-79	Supplies B & G	07/16/2024	28.90	20-2542-410-00-79
20250176	20-2542-410-00-79	Supplies B & G	07/16/2024	28.90	20-2542-410-00-79
20250176	10-1130-323-00-71-300-13	Repairs HS	07/16/2024	64.09	10-1130-323-00-71-300-13
20250176	20-2542-410-00-79	Supplies B & G	07/16/2024	28.90	20-2542-410-00-79
20250250	20-2543-410-00-79	Grounds Supplies	07/24/2024	13.29	20-2543-410-00-79
20250176			07/16/2024	0.00	
20250176	20-2542-410-00-79	Supplies B & G	07/16/2024	115.60	20-2542-410-00-79
			Total	\$337.48	
Southpaw Enterprises					
20250290	10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup	07/25/2024	89.00	10-2130-410-92-79-605-14
20250290	10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup	07/25/2024	187.00	10-2130-410-92-79-605-14
20250290	10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup	07/25/2024	76.00	10-2130-410-92-79-605-14
20250290	10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup	07/25/2024	3,750.00	10-2130-410-92-79-605-14
20250290	10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup	07/25/2024	15.95	10-2130-410-92-79-605-14
20250290	10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup	07/25/2024	429.00	10-2130-410-92-79-605-14
			Total	\$4,546.95	
Stark & Son Trenching Inc					
20250170	20-2542-323-00-79	Repairs & Maint Buildings	07/12/2024	1,462.50	20-2542-323-00-79
			Total	\$1,462.50	
Stuttering Therapy Resources					



Huntley Community School District 158

P.O. Summary by Vendor (Custom)

From: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:20 PM

Page 18 of 20

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
20250291	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	66.00	10-2150-410-92-79-605-14
20250291	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	56.00	10-2150-410-92-79-605-14
				Total	\$122.00
Super Duper Publications					
20250292	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	159.00	10-2150-410-92-79-605-14
20250292	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	74.00	10-2150-410-92-79-605-14
				Total	\$233.00
Teaching Strategies LLC					
20250208	10-1125-390-97-79-600-14	All Children Purchased Service	07/22/2024	4,515.00	10-1125-390-97-79-600-14
20250208	10-1225-390-95-79-600-14	ECE Purchased Services	07/22/2024	1,505.00	10-1225-390-95-79-600-14
				Total	\$6,020.00
Thermosystems Building System					
20250156	20-2542-410-00-79	Supplies B & G	07/11/2024	450.78	20-2542-410-00-79
				Total	\$450.78
TPI Tyler Press Inc					
20250171	10-2321-410-00-74-500-14	Supplies Supt	07/12/2024	115.00	10-2321-410-00-74-500-14
				Total	\$115.00
Trane					
20250194	20-2542-410-00-79	Supplies B & G	07/17/2024	1,724.99	20-2542-410-00-79
20250193	20-2542-410-00-79	Supplies B & G	07/17/2024	1,161.96	20-2542-410-00-79
				Total	\$2,886.95
Tremco/Weatherproofing Tech Inc					
20250172	20-2542-323-00-79	Repairs & Maint Buildings	07/15/2024	1,575.00	20-2542-323-00-79
				Total	\$1,575.00
Uline					

24



Huntley Community School District 158

P.O. Summary by Vendor (Custom)

From: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:20 PM

Page 19 of 20

P.O. #	Account Number	Account# Description	P.O. Date	Original Amount	State Account Number
20250293	10-1200-410-92-79-600-14	IDEA Instructional Supplies	07/25/2024	1,780.00	10-1200-410-92-79-600-14
				Total	\$1,780.00
Unity School Bus Parts, Inc					
20250251	40-2554-410-00-79	Fleet Supplies	07/24/2024	384.50	40-2554-410-00-79
20250252	40-2554-410-00-79	Fleet Supplies	07/24/2024	9.95	40-2554-410-00-79
20250253	40-2554-410-00-79	Fleet Supplies	07/24/2024	103.94	40-2554-410-00-79
20250254	40-2554-410-00-79	Fleet Supplies	07/24/2024	6,183.80	40-2554-410-00-79
				Total	\$6,682.19
VLS Milwaukee LLC					
20250209	20-2542-390-00-79	Other Purchased Service	07/22/2024	8,110.00	20-2542-390-00-79
				Total	\$8,110.00
Wallingford Sales Company					
20250300	20-2542-410-00-79	Supplies B & G	07/25/2024	347.08	20-2542-410-00-79
				Total	\$347.08
WPS					
20250294	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	90.00	10-2150-410-92-79-605-14
20250294	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	90.00	10-2150-410-92-79-605-14
20250294	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	992.00	10-2150-410-92-79-605-14
20250294	10-2150-410-92-79-605-14	IDEA Sp Path & Audiol Supplies	07/25/2024	88.00	10-2150-410-92-79-605-14
				Total	\$1,260.00
				Total	<u>\$668,749.99</u>



Huntley Community School District 158

650 Dr. John Burkey Drive (formerly Academic Drive)
Algonquin, Illinois 60102
(847) 659-6158 • huntley158.org

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: August 1, 2024

Subject: **Imprest Checks Issued**
Committee of the Whole Meeting, August 1, 2024
Finance Committee

The following is an executive summary of the attached report titled “Imprest Checks Issued” which is a listing of payments made as of July 25, 2024 for which the Board had not previously approved purchase orders. Therefore, Administration is requesting Board Approval acknowledging the issuance of payment:

Education Fund	\$	10,456.81
Operations & Maintenance Fund		25,986.40
Debt Service Fund		0.00
Transporation Fund		0.00
Municipal Retirement and Social Security Fund		0.00
Capital Projects Fund		0.00
Working Cash Fund		0.00
Fire Prevention and Safety Fund		0.00
Total	\$	<u>36,443.21</u>

RECOMMENDATION

Administration requests that the Finance Committee recommend the Board of Education approve the Imprest Checks Issued Report at the August 15, 2024 Regular Board meeting.



Huntley Community School District 158

Imprest Checks Issued

As of: 07/25/2024

Printed: 07/25/2024

Page 1 of 3

Vendor Name		Amount	State Account Number
P.O. Number	Description		
1ST Ayd Corporation			
	Travel Human Res	21.10	10-2642-332-00-74-500-14
		<u>\$21.10</u>	
Belvidere High School			
	Sports Dues & Fees HS	425.00	10-1500-640-00-71-300-13
		<u>\$425.00</u>	
Bethke, Bonnie			
	Student Food Svc - HS	10.00	10-1611-305
		<u>\$10.00</u>	
ComEd			
	Electric	158.12	20-2540-466-00-79
		<u>\$158.12</u>	
Crystal Lake South HS			
	Sports Dues & Fees HS	465.00	10-1500-640-00-71-300-13
	Sports Dues & Fees HS	75.00	10-1500-640-00-71-300-13
		<u>\$540.00</u>	
DeKalb High School			
	Sports Dues & Fees HS	250.00	10-1500-640-00-71-300-13
		<u>\$250.00</u>	
Disabato, Amy			
	IDEA Health Services	48.89	10-2130-310-92-79-600-14
	IDEA Health Services	2.62	10-2130-310-92-79-600-14
	IDEA Health Services	35.08	10-2130-310-92-79-600-14
	Travel Human Res	21.10	10-2642-332-00-74-500-14
		<u>\$107.69</u>	
Dundee Crown HS c/o Sarah Neuman			
	Sports Dues & Fees HS	335.00	10-1500-640-00-71-300-13
		<u>\$335.00</u>	
FFP Fund IV Lessee2 LLC			
	Electric	6,636.61	20-2540-466-00-79
	Electric	4,496.96	20-2540-466-00-79
	Electric	5,334.73	20-2540-466-00-79
		<u>\$16,468.30</u>	
Fremd High School			
	Sports Dues & Fees HS	250.00	10-1500-640-00-71-300-13
		<u>\$250.00</u>	
Fritz, Brian			
	Student Food Svc - HS	50.00	10-1611-305
		<u>\$50.00</u>	
Geneva Comm Unit School District 304			
	Sports Dues & Fees HS	275.00	10-1500-640-00-71-300-13
		<u>\$275.00</u>	
Geneva HS			
	Sports Dues & Fees HS	275.00	10-1500-640-00-71-300-13
		<u>\$275.00</u>	
Glenbard East High School			
	Sports Dues & Fees HS	75.00	10-1500-640-00-71-300-13
		<u>\$75.00</u>	



Huntley Community School District 158

Imprest Checks Issued

As of: 07/25/2024

Printed: 07/25/2024

Page 2 of 3

Vendor Name		Amount	State Account Number
P.O. Number	Description		
Goldberg, Amy			
	AP Payroll Net Checks	2,471.99	10-475
		<u>\$2,471.99</u>	
Hinsdale Central HS			
	Sports Dues & Fees HS	250.00	10-1500-640-00-71-300-13
		<u>\$250.00</u>	
Jacobs High School c/o Shannon Jamrozy			
	Sports Dues & Fees HS	275.00	10-1500-640-00-71-300-13
	Sports Dues & Fees HS	450.00	10-1500-640-00-71-300-13
		<u>\$725.00</u>	
Jefferson High School			
	Sports Dues & Fees HS	325.00	10-1500-640-00-71-300-13
		<u>\$325.00</u>	
Johnsburg High School			
	Sports Dues & Fees HS	228.00	10-1500-640-00-71-300-13
	Sports Dues & Fees HS	228.00	10-1500-640-00-71-300-13
		<u>\$456.00</u>	
Lakes Community HS			
	Sports Dues & Fees HS	100.00	10-1500-640-00-71-300-13
		<u>\$100.00</u>	
Lawson, Holly			
	Student Food Svc - Mackeben	53.60	10-1611-145
		<u>\$53.60</u>	
Means, Katerina			
	Student Food Svc - HS	23.20	10-1611-305
		<u>\$23.20</u>	
Nicor Gas			
	Natural Gas	628.64	20-2540-465-00-79
	Natural Gas	255.25	20-2540-465-00-79
	Natural Gas	676.32	20-2540-465-00-79
	Natural Gas	534.53	20-2540-465-00-79
	Natural Gas	731.74	20-2540-465-00-79
	Natural Gas	758.24	20-2540-465-00-79
		<u>\$3,584.72</u>	
Nicor Gas			
	Natural Gas	44.10	20-2540-465-00-79
	Natural Gas	1,148.04	20-2540-465-00-79
	Natural Gas	561.98	20-2540-465-00-79
	Natural Gas	668.42	20-2540-465-00-79
		<u>\$2,422.54</u>	
Oak Park River Forest HS			
	Sports Dues & Fees HS	375.00	10-1500-640-00-71-300-13
		<u>\$375.00</u>	
Rockford Guilford High School			
	Sports Dues & Fees HS	300.00	10-1500-640-00-71-300-13
	Sports Dues & Fees HS	300.00	10-1500-640-00-71-300-13
		<u>\$600.00</u>	
Rosary High School			
	Sports Dues & Fees HS	325.00	10-1500-640-00-71-300-13



Huntley Community School District 158

Imprest Checks Issued

As of: 07/25/2024

Printed: 07/25/2024

Page 3 of 3

Vendor Name		Amount	State Account Number
P.O. Number	Description		
		<u>\$325.00</u>	
Round Lake HS			
	Sports Dues & Fees HS	150.00	10-1500-640-00-71-300-13
	Sports Dues & Fees HS	150.00	10-1500-640-00-71-300-13
		<u>\$300.00</u>	
Schaumburg HS			
	Sports Dues & Fees HS	300.00	10-1500-640-00-71-300-13
		<u>\$300.00</u>	
St Charles North H.S.			
	Sports Dues & Fees HS	300.00	10-1500-640-00-71-300-13
		<u>\$300.00</u>	
Symmetry Energy Solutions			
	Natural Gas	2,490.36	20-2540-465-00-79
		<u>\$2,490.36</u>	
VILLAGE OF ALGONQUIN			
	Water/Sewer	221.92	20-2540-370-00-79
	Water/Sewer	151.28	20-2540-370-00-79
	Water/Sewer	10.00	20-2540-370-00-79
	Water/Sewer	221.92	20-2540-370-00-79
	Water/Sewer	257.24	20-2540-370-00-79
		<u>\$862.36</u>	
Woodstock High School			
	Sports Dues & Fees HS	250.00	10-1500-640-00-71-300-13
	Sports Dues & Fees HS	250.00	10-1500-640-00-71-300-13
		<u>\$500.00</u>	
Woodstock North HS % Athletics			
	Sports Dues & Fees HS	300.00	10-1500-640-00-71-300-13
		<u>\$300.00</u>	
Zielinski, Beverly			
	AP Payroll Net Checks	438.23	10-475
		<u>\$438.23</u>	
	Report Total	<u>\$36,443.21</u>	



Huntley Community School District 158

650 Dr. John Burkey Drive (formerly Academic Drive)
Algonquin, Illinois 60102
(847) 659-6158 • huntley158.org

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: August 1, 2024

Subject: **Accounts Payable Report**
Committee of the Whole Meeting, August 1, 2024
Finance Committee

The following is an executive summary of the attached report titled “Accounts Payable” which is a listing of open accounts payable for which the Board has not approved purchase orders (i.e. employee reimbursements, refunds for fees, etc.) and therefore Administration is requesting Board Approval to issue payment:

Education Fund	\$	834.90
Operations & Maintenance Fund		0.00
Debt Service Fund		0.00
Transporation Fund		0.00
Municipal Retirement and Social Security Fund		0.00
Capital Projects Fund		0.00
Working Cash Fund		0.00
Fire Prevention and Safety Fund		0.00
Total	\$	<u>834.90</u>

At this time there is no Supplemental Accounts Payable Report for which Board approval is needed. Therefore, one will be provided in the packet for the upcoming Regular Board meeting. It will consist of an executive summary and an attached report titled “Accounts Payable” which will include an additional listing of open accounts payable for which the Board has not approved purchase orders (i.e. employee reimbursements, refunds for fees, etc.) and therefore Administration will request Board Approval to issue payment.

RECOMMENDATION

Administration requests that the Finance Committee recommends the Board of Education approve the Accounts Payable Report at the August 15, 2024 Regular Board meeting.



Huntley Community School District 158

Accounts Payable Report

Printed: 7/25/2024 2:11 PM

Page 1 of 1

Vendor Name	Account Number	Description	Check_Date	Amount	State Account Number
Sanchez, Kirsten - 1233397793	10-2210-230-98-79-600-14	ACE Tuition Reimbursement STAT 5003		803.85	10-2210-230-98-79-600-14
	10-1100-410-98-79-600-14	Book: The Tao of Statistics A Path to Understandin		31.05	10-1100-410-98-79-600-14
				<u>\$834.90</u>	
			Report Total	<u>\$834.90</u>	



Huntley Community School District 158

650 Dr. John Burkey Drive (formerly Academic Drive)
Algonquin, Illinois 60102
(847) 659-6158 • huntley158.org

To: Board of Education and Administration
From: Mark Altmayer, Chief Financial Officer
Date: August 1, 2024
Subject: **Disbursements Issued**
Committee of the Whole Meeting, August 1, 2024
Finance Committee

The following is an executive summary of the attached report titled “Disbursements Issued” which is a listing of disbursements issued from July 11, 2024 to July 25, 2024.

Education Fund	\$ 1,728,587.21
Operations & Maintenance Fund	1,470,555.82
Debt Service Fund	0.00
Transporation Fund	61,558.57
Municipal Retirement and Social Security Fund	16.00
Capital Projects Fund	0.00
Working Cash Fund	0.00
Fire Prevention and Safety Fund	0.00
Total	<u>\$ 3,260,717.60</u>

RECOMMENDATION

Administration requests that the Finance Committee recommend the Board of Education approve the Disbursements Issued Report at the August 15, 2024 Regular Board meeting.



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 1 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
1ST Ayd Corporation							
	72568	07/19/2024	10-2642-332-00-74-500-14	Travel Human Res	21.10	0	10-2642-332-00-74-500-14
					\$21.10	Payee Vendor Total	
247 Security Inc							
	72502	07/19/2024	40-2550-323-00-79	Repairs and Maintenance	18,360.00	20250163	40-2550-323-00-79
					\$18,360.00	Payee Vendor Total	
A Freedom Flag Co							
	72503	07/19/2024	20-2542-410-00-79	Supplies B & G	863.40	20250173	20-2542-410-00-79
					\$863.40	Payee Vendor Total	
Accountable Healthcare St							
	72431	07/12/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	1,783.50	24060637	10-1101-310-00-79-605-14
	72504	07/19/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	609.00	25070637	10-1101-310-00-79-605-14
	72504	07/19/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	761.25	25070637	10-1101-310-00-79-605-14
					\$3,153.75	Payee Vendor Total	
ACP CreativIT LLC							
	72432	07/12/2024	10-2546-490-00-79-600-14	Security Officer Supplies	495.00	20241318	10-2546-490-00-79-600-14
	72432	07/12/2024	10-2546-490-00-79-600-14	Security Officer Supplies	8,840.00	20241318	10-2546-490-00-79-600-14
	72432	07/12/2024	10-2546-323-00-79-600-14	Security Officer Repairs	375.00	20233372	10-2546-323-00-79-600-14
					\$9,710.00	Payee Vendor Total	
Active Internet Technolog							
	72505	07/19/2024	10-2633-360-00-74-500-14	Communications Purch Services	16,800.00	20250164	10-2633-360-00-74-500-14
					\$16,800.00	Payee Vendor Total	
ADP LLC							
	72506	07/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	9,008.81	25070437	10-2520-310-00-74-500-14
	72506	07/19/2024	10-2520-310-00-74-500-14	Prof & Tech Fiscal	4,262.88	25070437	10-2520-310-00-74-500-14
	72594	07/22/2024	10-1100-220-00-79-600-14	Regular Programs Insurance	1,936.69	25070337	10-1100-220-00-79-600-14
					\$15,208.38	Payee Vendor Total	
Advantage Mechanical Inc							
	72507	07/19/2024	20-2542-323-00-79	Repairs & Maint Buildings	1,184.00	25070027	20-2542-323-00-79
	72507	07/19/2024	20-2542-323-00-79	Repairs & Maint Buildings	580.00	25070027	20-2542-323-00-79
					\$1,764.00	Payee Vendor Total	
AFLAC Group							
	72508	07/19/2024	10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance	5,214.97	24060427	10-2310-220-00-79-600-14



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 2 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
					\$5,214.97	Payee Vendor Total	
AHW LLC - Hampshire							
	72509	07/19/2024	20-2543-410-00-79	Grounds Supplies	80.25	20250174	20-2543-410-00-79
					\$80.25	Payee Vendor Total	
AIA Services LLC							
	72510	07/19/2024	10-1558-410-00-71-300-13	VEI Supplies HS	3,302.50	20250165	10-1558-410-00-71-300-13
					\$3,302.50	Payee Vendor Total	
Airgas USA LLC							
	72511	07/19/2024	20-2542-410-00-79	Supplies B & G	424.42	24040237	20-2542-410-00-79
	72511	07/19/2024	20-2542-410-00-79	Supplies B & G	137.78	25070237	20-2542-410-00-79
					\$562.20	Payee Vendor Total	
Altmayer, Mark							
	72321	07/12/2024	10-2520-332-00-74-500-14	Travel Fiscal	28.14	0	10-2520-332-00-74-500-14
	72321	07/12/2024	10-2520-332-00-74-500-14	Travel Fiscal	426.33	0	10-2520-332-00-74-500-14
	72321	07/12/2024	10-2520-410-00-74-500-14	Supplies Fiscal	25.10	0	10-2520-410-00-74-500-14
					\$479.57	Payee Vendor Total	
Amaya, Sywia							
	72471	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
	72471	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
	72471	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
					\$1,260.00	Payee Vendor Total	
Amita GlenOaks School							
	72512	07/19/2024	10-4220-670-00-79-600-14	Sp Ed Private Tuition	3,124.32	24060497	10-4220-670-00-79-600-14
					\$3,124.32	Payee Vendor Total	
Anderson Lock Co Inc							
	992300553	07/17/2024	20-2542-410-00-79	Supplies B & G	125.10	24050087	20-2542-410-00-79
	992300553	07/17/2024	20-2542-410-00-79	Supplies B & G	765.54	24060087	20-2542-410-00-79
	992300555	07/17/2024	20-2542-410-00-79	Supplies B & G	1,894.68	20243492	20-2542-410-00-79
	992300560	07/22/2024	20-2542-410-00-79	Supplies B & G	5,823.38	20242309	20-2542-410-00-79
					\$8,608.70	Payee Vendor Total	
Anderson Pest Solutions							
	72513	07/19/2024	20-2542-321-00-79	Sanitation/Exterminating	582.19	25070037	20-2542-321-00-79
					\$582.19	Payee Vendor Total	



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 3 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
Anderson, Raquelle	72319	07/12/2024	10475	AP Payroll Net Checks	294.69	0	10-475
					\$294.69	Payee Vendor Total	
Angelilli, Maria	72472	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
					\$420.00	Payee Vendor Total	
AnthroMed LLC	72433	07/12/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	2,145.52	24060667	10-1101-310-00-79-605-14
					\$2,145.52	Payee Vendor Total	
Apple Inc	72451	07/12/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	338.00	20250009	10-2660-490-00-79-600-14
	72451	07/12/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	3,918.00	20250009	10-2660-490-00-79-600-14
	72451	07/12/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	1,859.00	20250009	10-2660-490-00-79-600-14
	72451	07/12/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	21,549.00	20250009	10-2660-490-00-79-600-14
					\$27,664.00	Payee Vendor Total	
Aramark Refreshment Servi	72434	07/12/2024	10-2213-415-00-72-120-13	Martin Staff Devel Supplies	197.88	20241072	10-2213-415-00-72-120-13
					\$197.88	Payee Vendor Total	
Argentine, Laura	72322	07/12/2024	10-1611-305	Student Food Svc - HS	38.45	0	10-1611-305
					\$38.45	Payee Vendor Total	
AT&T	72452	07/12/2024	20-2540-340-00-79	Telephone - Districtwide	2,711.02	25070327	20-2540-340-00-79
					\$2,711.02	Payee Vendor Total	
Becker, Alyssa	72323	07/12/2024	10-1611-305	Student Food Svc - HS	10.75	0	10-1611-305
					\$10.75	Payee Vendor Total	
Belch, John	72324	07/12/2024	10-1611-305	Student Food Svc - HS	35.70	0	10-1611-305
					\$35.70	Payee Vendor Total	
Belin, Marcus	72325	07/12/2024	10-2213-415-00-71-300-13	HHS Staff Devel Supplies	266.12	0	10-2213-415-00-71-300-13



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 4 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
					<u>\$266.12</u>	Payee Vendor Total	
Belvidere High School							
	72569	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	425.00	0	10-1500-640-00-71-300-13
					<u>\$425.00</u>	Payee Vendor Total	
Benefitfocus.com Inc							
	72453	07/12/2024	10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance	2,015.27	25070197	10-2310-220-00-79-600-14
					<u>\$2,015.27</u>	Payee Vendor Total	
Bernard, Julie							
	72326	07/12/2024	10-1611-305	Student Food Svc - HS	23.25	0	10-1611-305
					<u>\$23.25</u>	Payee Vendor Total	
Bethke, Bonnie							
	72327	07/12/2024	10-1611-305	Student Food Svc - HS	25.80	0	10-1611-305
					<u>\$25.80</u>	Payee Vendor Total	
Blazerworks							
	72435	07/12/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	2,061.65	24060527	10-1101-310-00-79-605-14
					<u>\$2,061.65</u>	Payee Vendor Total	
Blu Petroleum							
	72436	07/12/2024	40-2552-464-00-79	Diesel/Gasoline	3,311.09	24060827	40-2552-464-00-79
	72436	07/12/2024	40-2552-464-00-79	Diesel/Gasoline	2,068.49	24060827	40-2552-464-00-79
	72436	07/12/2024	40-2552-464-00-79	Diesel/Gasoline	363.88	24061647	40-2552-464-00-79
	72436	07/12/2024	40-2552-464-00-79	Diesel/Gasoline	1,284.08	24061647	40-2552-464-00-79
	72436	07/12/2024	40-2552-464-00-79	Diesel/Gasoline	1,303.27	24061647	40-2552-464-00-79
					<u>\$8,330.81</u>	Payee Vendor Total	
Blue Cross Blue Shield							
	202406300	07/12/2024	10-1100-220-00-79-600-14	Regular Programs Insurance	119,230.59	24060417	10-1100-220-00-79-600-14
					<u>\$119,230.59</u>	Payee Vendor Total	
Boilersource							
	72514	07/19/2024	20-2542-410-00-79	Supplies B & G	383.21	20250117	20-2542-410-00-79
					<u>\$383.21</u>	Payee Vendor Total	
Borchart, Megan							
	72328	07/12/2024	10-1611-305	Student Food Svc - HS	20.25	0	10-1611-305
					<u>\$20.25</u>	Payee Vendor Total	
Bowie, Jennifer							



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 5 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	72329	07/12/2024	10-1611-305	Student Food Svc - HS	27.00	0	10-1611-305
					\$27.00	Payee Vendor Total	
Breese, Kari							
	72330	07/12/2024	10-1200-332-00-79-600-14	Travel Sp Ed	181.00	0	10-1200-332-00-79-600-14
					\$181.00	Payee Vendor Total	
Breunig, Mary							
	72331	07/12/2024	10-1611-305	Student Food Svc - HS	21.50	0	10-1611-305
					\$21.50	Payee Vendor Total	
Brucker Company							
	72515	07/19/2024	20-2542-410-00-79	Supplies B & G	896.00	20250073	20-2542-410-00-79
					\$896.00	Payee Vendor Total	
Building Technology Consu							
	72417	07/12/2024	20-2540-310-00-79	Professional & Technical	1,213.10	20243505	20-2540-310-00-79
					\$1,213.10	Payee Vendor Total	37
Burg, Kara R							
	72473	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	165.00	0	10-2310-230-00-74-500-14
					\$165.00	Payee Vendor Total	
Calder, Emily							
	72474	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
					\$420.00	Payee Vendor Total	
Camelot Therapeutic Schoo							
	72516	07/19/2024	10-4220-670-00-79-600-14	Sp Ed Private Tuition	6,285.86	24060517	10-4220-670-00-79-600-14
					\$6,285.86	Payee Vendor Total	
Case, Debbie							
	72332	07/12/2024	10-1611-305	Student Food Svc - HS	36.30	0	10-1611-305
					\$36.30	Payee Vendor Total	
CDW Government Inc							
	72454	07/12/2024	10-2660-319-61-79-600-14	Software Maintenance	3,290.00	20250055	10-2660-319-61-79-600-14
	72454	07/12/2024	10-2660-319-00-79-600-14	Hardware Maintenance Renewal	1,170.00	20250051	10-2660-319-00-79-600-14
	72454	07/12/2024	10-2660-319-00-79-600-14	Hardware Maintenance Renewal	2,741.70	20250051	10-2660-319-00-79-600-14
	72454	07/12/2024	10-2660-319-61-79-600-14	Software Maintenance	1,598.00	20250053	10-2660-319-61-79-600-14
	72454	07/12/2024	10-2660-319-61-79-600-14	Software Maintenance	17,922.00	20250048	10-2660-319-61-79-600-14
	72469	07/19/2024	10-2560-410-00-71-100-13	Cafe Supplies Leggee	645.97	20242635	10-2560-410-00-71-100-13



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 6 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	72517	07/19/2024	10-2660-410-00-79-600-14	Supplies Tech	1,950.00	20250050	10-2660-410-00-79-600-14
	72517	07/19/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	3,600.00	20250145	10-2660-490-00-79-600-14
					\$32,917.67	Payee Vendor Total	
CDWG Capital One							
	992300558	07/22/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	78,400.00	20250041	10-2660-490-00-79-600-14
	992300558	07/22/2024	10-2660-490-00-79-600-14	Inventoriable Equipment Tech	582,855.00	20250041	10-2660-490-00-79-600-14
	992300558	07/22/2024	10-2660-319-61-79-600-14	Software Maintenance	4,830.00	20250058	10-2660-319-61-79-600-14
	992300558	07/22/2024	10-2660-319-61-79-600-14	Software Maintenance	22,240.00	20250058	10-2660-319-61-79-600-14
	992300558	07/22/2024	10-2660-319-61-79-600-14	Software Maintenance	32,890.00	20250058	10-2660-319-61-79-600-14
	992300558	07/22/2024	10-2660-319-00-79-600-14	Hardware Maintenance Renewal	124,474.11	20250045	10-2660-319-00-79-600-14
					\$845,689.11	Payee Vendor Total	
Champion Paving Corp							
	72455	07/12/2024	20-2543-323-00-79	Repairs-Grounds	9,500.00	20250010	20-2543-323-00-79
	72518	07/19/2024	20-2543-323-00-79	Repairs-Grounds	15,400.00	20250108	20-2543-323-00-79
	72518	07/19/2024	20-2543-323-00-79	Repairs-Grounds	9,800.00	20250108	20-2543-323-00-79
	72518	07/24/2024	20-2543-323-00-79	Repairs-Grounds	(15,400.00)	20250108	20-2543-323-00-79
	72518	07/24/2024	20-2543-323-00-79	Repairs-Grounds	(9,800.00)	20250108	20-2543-323-00-79
	72597	07/24/2024	20-2543-323-00-79	Repairs-Grounds	9,800.00	20250108	20-2543-323-00-79
	72597	07/24/2024	20-2543-323-00-79	Repairs-Grounds	5,600.00	20250108	20-2543-323-00-79
					\$24,900.00	Payee Vendor Total	
CINTAS							
	992300554	07/17/2024	40-2550-325-00-79	Rental Trans	168.76	24060757	40-2550-325-00-79
					\$168.76	Payee Vendor Total	
Clare Woods Academy							
	72519	07/19/2024	10-4220-670-00-79-600-14	Sp Ed Private Tuition	5,646.00	24060607	10-4220-670-00-79-600-14
					\$5,646.00	Payee Vendor Total	
ClientFirst Consulting Gr							
	72520	07/19/2024	10-2660-390-00-79-600-14	Purchased Service Technology	525.00	20250141	10-2660-390-00-79-600-14
					\$525.00	Payee Vendor Total	
Colley Elevator Co							
	72521	07/19/2024	20-2542-390-00-79	Other Purchased Service	330.00	20250166	20-2542-390-00-79
					\$330.00	Payee Vendor Total	
Comcast Business							



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 7 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	72522	07/19/2024	20-2540-340-00-79	Telephone - Districtwide	294.85	25070367	20-2540-340-00-79
					\$294.85	Payee Vendor Total	
ComEd							
	72570	07/19/2024	20-2540-466-00-79	Electric	158.12	0	20-2540-466-00-79
					\$158.12	Payee Vendor Total	
Conrad, Greg							
	72333	07/12/2024	10-2660-332-00-79-600-14	Travel Technology	18.98	0	10-2660-332-00-79-600-14
					\$18.98	Payee Vendor Total	
Conserv FS Inc							
	72523	07/19/2024	20-2543-410-00-79	Grounds Supplies	3,832.50	20250109	20-2543-410-00-79
					\$3,832.50	Payee Vendor Total	
Consolidated Flooring LLC							
	72456	07/12/2024	20-2542-520-00-79	Building projects	422,238.90	20250013	20-2542-520-00-79
					\$422,238.90	Payee Vendor Total	39
Cooks Direct							
	72418	07/12/2024	10-2560-540-00-72-120-13	Cafe Equipment Martin	67,210.91	20243508	10-2560-540-00-72-120-13
					\$67,210.91	Payee Vendor Total	
Courtney, Cari							
	72334	07/12/2024	10-1611-305	Student Food Svc - HS	17.70	0	10-1611-305
					\$17.70	Payee Vendor Total	
CPI (Crisis Prevention In							
	72598	07/24/2024	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	6,448.50	20243088	10-2210-410-92-79-600-14
	72598	07/24/2024	10192	Prepaid Expenses	22,245.00	20243088	10-192
	72598	07/24/2024	10192	Prepaid Expenses	580.00	20243088	10-192
	72598	07/24/2024	10192	Prepaid Expenses	9,123.00	20243088	10-192
	72598	07/24/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	200.00	20242862	10-2210-314-92-79-605-14
	72598	07/24/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	4,899.00	20242862	10-2210-314-92-79-605-14
	992300561	07/22/2024	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	6,448.50	20243088	10-2210-410-92-79-600-14
	992300561	07/22/2024	10192	Prepaid Expenses	22,245.00	20243088	10-192
	992300561	07/22/2024	10192	Prepaid Expenses	580.00	20243088	10-192
	992300561	07/22/2024	10192	Prepaid Expenses	9,123.00	20243088	10-192
	992300561	07/22/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	200.00	20242862	10-2210-314-92-79-605-14
	992300561	07/22/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	4,899.00	20242862	10-2210-314-92-79-605-14



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 8 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	992300561	07/24/2024	10-2210-410-92-79-600-14	IDEA Impr of Instruction Suppl	(6,448.50)	20243088	10-2210-410-92-79-600-14
	992300561	07/24/2024	10192	Prepaid Expenses	(22,245.00)	20243088	10-192
	992300561	07/24/2024	10192	Prepaid Expenses	(580.00)	20243088	10-192
	992300561	07/24/2024	10192	Prepaid Expenses	(9,123.00)	20243088	10-192
	992300561	07/24/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	(200.00)	20242862	10-2210-314-92-79-605-14
	992300561	07/24/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	(4,899.00)	20242862	10-2210-314-92-79-605-14
					\$43,495.50	Payee Vendor Total	
Crystal Lake South HS							
	72571	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	75.00	0	10-1500-640-00-71-300-13
	72571	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	465.00	0	10-1500-640-00-71-300-13
					\$540.00	Payee Vendor Total	
CT Veach Inc							
	72524	07/19/2024	20-2543-320-00-79-600-14	Grounds Contract	20,341.27	25070157	20-2543-320-00-79-600-14
					\$20,341.27	Payee Vendor Total	
Davila, Olivia							
	72475	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	140.00	0	10-2310-230-00-74-500-14
					\$140.00	Payee Vendor Total	
DCG Roofing Solutions							
	72525	07/19/2024	20-2542-520-00-79	Building projects	363,460.05	20250085	20-2542-520-00-79
					\$363,460.05	Payee Vendor Total	
Deak, Donald							
	72335	07/12/2024	10-2660-332-00-79-600-14	Travel Technology	184.92	0	10-2660-332-00-79-600-14
					\$184.92	Payee Vendor Total	
DeKalb High School							
	72572	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	250.00	0	10-1500-640-00-71-300-13
					\$250.00	Payee Vendor Total	
Denler Inc							
	72526	07/19/2024	20-2543-530-00-79	Improvements not Buildings	56,186.00	20250106	20-2543-530-00-79
					\$56,186.00	Payee Vendor Total	
Design Science Inc							
	72527	07/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	961.68	20250075	10-2212-310-00-79-505-14
					\$961.68	Payee Vendor Total	
Disabato, Amy							



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 9 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number	
	72593	07/19/2024	10-2642-332-00-74-500-14	Travel Human Res	21.10	0	10-2642-332-00-74-500-14	
					<u>\$21.10</u>	Payee Vendor Total		
Doles, Jill								
	72336	07/12/2024	10-1611-305	Student Food Svc - HS	44.50	0	10-1611-305	
					<u>\$44.50</u>	Payee Vendor Total		
Done Deal Promotions LLC								
	72437	07/12/2024	10-1120-412-50-74-210-13	PE Uniforms Heineman	5,850.00	20242780	10-1120-412-50-74-210-13	
					<u>\$5,850.00</u>	Payee Vendor Total		
Dreisilker Electric Motor								
	992300562	07/22/2024	20-2542-410-00-79	Supplies B & G	417.41	20250118	20-2542-410-00-79	
					<u>\$417.41</u>	Payee Vendor Total		
Dundee Crown HS c/o Sarah								
	72573	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	335.00	0	10-1500-640-00-71-300-13	41
					<u>\$335.00</u>	Payee Vendor Total		
Easterseals								
	72438	07/12/2024	10-2210-314-92-79-605-14	IDEA Impr of Instr-Staff Dev	8,250.91	24050597	10-2210-314-92-79-605-14	
					<u>\$8,250.91</u>	Payee Vendor Total		
Edgar, Kristy								
	72337	07/12/2024	10-1611-305	Student Food Svc - HS	19.60	0	10-1611-305	
					<u>\$19.60</u>	Payee Vendor Total		
Eds Testing Station and A								
	72528	07/19/2024	40-2550-310-00-79	Prof & Tech Service Trans	1,470.00	20250167	40-2550-310-00-79	
					<u>\$1,470.00</u>	Payee Vendor Total		
EMS LINQ Inc								
	72419	07/12/2024	10-2560-640-00-71-300-13	Cafe Dues & Fees HS	383.25	20243509	10-2560-640-00-71-300-13	
	72419	07/12/2024	10-2560-640-00-71-100-13	Cafe Dues & Fees Leggee	383.25	20243509	10-2560-640-00-71-100-13	
	72419	07/12/2024	10-2560-640-00-72-220-13	Cafe Dues & Fees Marlowe	383.25	20243509	10-2560-640-00-72-220-13	
	72419	07/12/2024	10-2560-640-00-72-120-13	Cafe Dues & Fees Martin	383.25	20243509	10-2560-640-00-72-120-13	
	72419	07/12/2024	10-2560-640-00-72-110-13	Cafe Dues & Fees Chesak	383.25	20243509	10-2560-640-00-72-110-13	
	72419	07/12/2024	10-2560-640-00-74-210-13	Cafe Dues & Fees Heineman	383.25	20243509	10-2560-640-00-74-210-13	
	72419	07/12/2024	10-2560-640-00-74-150-13	Cafe Dues & Fees Conley	383.25	20243509	10-2560-640-00-74-150-13	
	72419	07/12/2024	10-2560-640-00-74-140-13	Cafe Dues & Fees Mackeben	383.25	20243509	10-2560-640-00-74-140-13	
					<u>\$3,066.00</u>	Payee Vendor Total		



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 10 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
Escudero, Michelle							
	72338	07/12/2024	10-2561-410-00-79-605-14	Dir Food Service Supplies	179.00	0	10-2561-410-00-79-605-14
					\$179.00	Payee Vendor Total	
Facilities Management eXp							
	72529	07/19/2024	10-2660-319-61-79-600-14	Software Maintenance	2,464.00	20250119	10-2660-319-61-79-600-14
	72529	07/19/2024	20-2542-390-00-79	Other Purchased Service	19,677.67	20250119	20-2542-390-00-79
					\$22,141.67	Payee Vendor Total	
Feld, Rebecca							
	72476	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
	72476	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
	72476	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
					\$1,260.00	Payee Vendor Total	
Fiandalo, Carol							
	72339	07/12/2024	10-1611-305	Student Food Svc - HS	8.40	0	10-1611-305
					\$8.40	Payee Vendor Total	
Fink, Ashley							
	72477	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
					\$420.00	Payee Vendor Total	
Fitte, Heather							
	72478	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
					\$420.00	Payee Vendor Total	
FleetSoft							
	72530	07/19/2024	40-2552-540-00-79	Bus Purchases	1,494.00	20250152	40-2552-540-00-79
					\$1,494.00	Payee Vendor Total	
Flight, Amanda							
	72479	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
	72479	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
	72479	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
					\$1,260.00	Payee Vendor Total	
Follett Content Solutions							
	72439	07/12/2024	10-2660-319-61-79-600-14	Software Maintenance	999.00	20242677	10-2660-319-61-79-600-14
	72439	07/12/2024	10-1100-410-75-79-600-14	ESSER III Instruc Supplies	5,312.25	20242998	10-1100-410-75-79-600-14
	72439	07/12/2024	10-1100-410-75-79-600-14	ESSER III Instruc Supplies	317.34	20242998	10-1100-410-75-79-600-14



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 11 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	72439	07/12/2024	10-1100-421-00-74-500-14	Materials 6-12	246.82	20242997	10-1100-421-00-74-500-14
	72439	07/12/2024	10-2220-430-00-72-110-13	Media Center Chesak	203.85	20242681	10-2220-430-00-72-110-13
	72439	07/12/2024	10-2220-430-00-72-110-13	Media Center Chesak	343.17	20242681	10-2220-430-00-72-110-13
	72439	07/12/2024	10-2220-430-00-72-110-13	Media Center Chesak	60.40	20242681	10-2220-430-00-72-110-13
	72439	07/12/2024	10-2220-430-00-72-110-13	Media Center Chesak	101.68	20242681	10-2220-430-00-72-110-13
	72439	07/12/2024	10-2220-430-00-72-110-13	Media Center Chesak	7.55	20242681	10-2220-430-00-72-110-13
	72439	07/12/2024	10-2220-430-00-72-110-13	Media Center Chesak	12.71	20242681	10-2220-430-00-72-110-13
	72439	07/12/2024	10-1100-421-00-74-500-14	Materials 6-12	165.51	20243000	10-1100-421-00-74-500-14
					\$7,770.28	Payee Vendor Total	
Forbes, Mark							
	72480	07/19/2024	20-2540-332-00-79	Travel	29.75	0	20-2540-332-00-79
					\$29.75	Payee Vendor Total	
Foster, Kirsten							
	72340	07/12/2024	10-1611-305	Student Food Svc - HS	18.25	0	10-1611-305
					\$18.25	Payee Vendor Total	
Fox Valley Conference							
	72531	07/19/2024	10-1130-335-00-71-300-13	Curriculum/FVC Competitions	1,500.00	20250086	10-1130-335-00-71-300-13
	72531	07/19/2024	10-1500-335-00-71-300-13	Conference Travel HS	6,000.00	20250086	10-1500-335-00-71-300-13
					\$7,500.00	Payee Vendor Total	
Fox Valley Fire Safety							
	992300563	07/22/2024	20-2542-390-00-79	Other Purchased Service	801.00	25070817	20-2542-390-00-79
					\$801.00	Payee Vendor Total	
Fremd High School							
	72574	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	250.00	0	10-1500-640-00-71-300-13
					\$250.00	Payee Vendor Total	
Fries, Kristin							
	72341	07/12/2024	10-1611-305	Student Food Svc - HS	19.50	0	10-1611-305
					\$19.50	Payee Vendor Total	
Fritz, Brian							
	72575	07/19/2024	10-1611-305	Student Food Svc - HS	50.00	0	10-1611-305
					\$50.00	Payee Vendor Total	
Fritz, Elizabeth							
	72342	07/12/2024	10-1611-305	Student Food Svc - HS	27.75	0	10-1611-305



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 12 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
					<u>\$27.75</u>	Payee Vendor Total	
Fuentes, Mario							
	72343	07/12/2024	20-2540-332-00-79	Travel	40.07	0	20-2540-332-00-79
					<u>\$40.07</u>	Payee Vendor Total	
Garland, Julie							
	72344	07/12/2024	10-1611-305	Student Food Svc - HS	18.85	0	10-1611-305
					<u>\$18.85</u>	Payee Vendor Total	
Gaudio, Jenna							
	72481	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	405.00	0	10-2310-230-00-74-500-14
	72481	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	405.00	0	10-2310-230-00-74-500-14
	72481	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	405.00	0	10-2310-230-00-74-500-14
					<u>\$1,215.00</u>	Payee Vendor Total	
Gavilan, Benjamin							
	72345	07/12/2024	10-1611-305	Student Food Svc - HS	23.45	0	10-1611-305
					<u>\$23.45</u>	Payee Vendor Total	
Geneva Comm Unit School D							
	72576	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	275.00	0	10-1500-640-00-71-300-13
					<u>\$275.00</u>	Payee Vendor Total	
Geneva HS							
	72577	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	275.00	0	10-1500-640-00-71-300-13
					<u>\$275.00</u>	Payee Vendor Total	
GFC Leasing WI							
	992300559	07/22/2024	10-2900-325-00-79-600-14	Copier Leases	6,943.61	25070617	10-2900-325-00-79-600-14
					<u>\$6,943.61</u>	Payee Vendor Total	
Giovacchini, Heather							
	72346	07/12/2024	10-1611-305	Student Food Svc - HS	21.05	0	10-1611-305
					<u>\$21.05</u>	Payee Vendor Total	
Glenbard East High School							
	72578	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	75.00	0	10-1500-640-00-71-300-13
					<u>\$75.00</u>	Payee Vendor Total	
Glensgard, Cynthia							
	72347	07/12/2024	10-1611-305	Student Food Svc - HS	21.45	0	10-1611-305



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 13 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
					<u>\$21.45</u>	Payee Vendor Total	
Goldberg, Amy							
	72600	07/25/2024	10475	AP Payroll Net Checks	2,471.99	0	10-475
					<u>\$2,471.99</u>	Payee Vendor Total	
Gonzalez, Theresa							
	72348	07/12/2024	10-1611-305	Student Food Svc - HS	28.90	0	10-1611-305
					<u>\$28.90</u>	Payee Vendor Total	
Gordon Flesch Co Inc							
	992300565	07/24/2024	10-2900-390-00-79-600-14	Copier Maintenance	743.71	20242937	10-2900-390-00-79-600-14
					<u>\$743.71</u>	Payee Vendor Total	
Gorzalanczyk, Kristina							
	72349	07/12/2024	10-1611-305	Student Food Svc - HS	26.40	0	10-1611-305
					<u>\$26.40</u>	Payee Vendor Total	
Grainger							
	72532	07/19/2024	20-2542-410-00-79	Supplies B & G	135.42	20250175	20-2542-410-00-79
					<u>\$135.42</u>	Payee Vendor Total	
GSF USA Inc							
	72457	07/12/2024	20-2542-310-00-79	Custodial Contract Service	194,675.63	25070207	20-2542-310-00-79
	72457	07/12/2024	40-2550-321-00-79	Bus Sanitation	3,627.06	25070187	40-2550-321-00-79
	72470	07/19/2024	20-2542-320-00-79-605-14	Contractual Overtime	520.42	24060217	20-2542-320-00-79-605-14
					<u>\$198,823.11</u>	Payee Vendor Total	
GW Berkheimer Co Inc							
	72533	07/19/2024	20-2542-410-00-79	Supplies B & G	91.64	20250153	20-2542-410-00-79
					<u>\$91.64</u>	Payee Vendor Total	
Hackemack, Gerald							
	72350	07/12/2024	10-1611-305	Student Food Svc - HS	23.80	0	10-1611-305
					<u>\$23.80</u>	Payee Vendor Total	
Hacker, Amanda							
	72482	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	405.00	0	10-2310-230-00-74-500-14
	72482	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	405.00	0	10-2310-230-00-74-500-14
	72482	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	405.00	0	10-2310-230-00-74-500-14
					<u>\$1,215.00</u>	Payee Vendor Total	
Hakala, Jukka							

45



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 14 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	72351	07/12/2024	10-1611-305	Student Food Svc - HS	43.15	0	10-1611-305
					\$43.15	Payee Vendor Total	
Halvorsen, Michelle							
	72352	07/12/2024	10-1611-305	Student Food Svc - HS	24.65	0	10-1611-305
					\$24.65	Payee Vendor Total	
Hampton Lenzini & Renwick							
	72534	07/19/2024	20-2542-323-00-79	Repairs & Maint Buildings	1,250.00	20241225	20-2542-323-00-79
					\$1,250.00	Payee Vendor Total	
Hargrave Builders Inc							
	72440	07/12/2024	20-2542-520-00-79	Building projects	126,972.00	20240055	20-2542-520-00-79
					\$126,972.00	Payee Vendor Total	
Helton, Emilia							
	72353	07/12/2024	10-1611-305	Student Food Svc - HS	27.40	0	10-1611-305
					\$27.40	Payee Vendor Total	46
Heward, Chris							
	72483	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
					\$420.00	Payee Vendor Total	
Heward, Katie							
	72484	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	165.00	0	10-2310-230-00-74-500-14
					\$165.00	Payee Vendor Total	
Hilario, Joel							
	72354	07/12/2024	10-1611-305	Student Food Svc - HS	60.50	0	10-1611-305
					\$60.50	Payee Vendor Total	
Hinckley Springs							
	72535	07/19/2024	10-2213-415-00-71-300-13	HHS Staff Devel Supplies	86.99	20250168	10-2213-415-00-71-300-13
					\$86.99	Payee Vendor Total	
Hinsdale Central HS							
	72579	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	250.00	0	10-1500-640-00-71-300-13
					\$250.00	Payee Vendor Total	
Hunter, Amy							
	72485	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
					\$420.00	Payee Vendor Total	



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 15 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
Illinois Prep Top Timing							
	72420	07/12/2024	10-1500-319-00-71-300-13	Sports Officials HS	375.00	20243516	10-1500-319-00-71-300-13
	72420	07/12/2024	10-1500-319-00-71-300-13	Sports Officials HS	375.00	20243517	10-1500-319-00-71-300-13
					\$750.00	Payee Vendor Total	
Illinois State Police							
	72421	07/12/2024	10-2310-390-00-74-500-14	Purchased Service Board	5,000.00	20243511	10-2310-390-00-74-500-14
					\$5,000.00	Payee Vendor Total	
Illinois Tollway Violatio							
	72422	07/12/2024	40-2552-640-00-79	Dues & Fees	36.10	20243512	40-2552-640-00-79
					\$36.10	Payee Vendor Total	
Imagine Learning Inc							
	72458	07/12/2024	10-1130-314-06-71-305-13	Alternative School	4,500.00	20250063	10-1130-314-06-71-305-13
	72458	07/12/2024	10-1130-314-06-71-305-13	Alternative School	4,950.00	20250063	10-1130-314-06-71-305-13
	72458	07/12/2024	10-1130-314-06-71-305-13	Alternative School	24,500.00	20250063	10-1130-314-06-71-305-13
	72458	07/12/2024	10-1130-314-06-71-305-13	Alternative School	910.00	20250063	10-1130-314-06-71-305-13
					\$34,860.00	Payee Vendor Total	
IMG Photo Group							
	72449	07/12/2024	10-1100-410-68-79-600-14	ARP CP2 Instr Supplies	250.00	20242074	10-1100-410-68-79-600-14
					\$250.00	Payee Vendor Total	
Jacobs High School c/o S							
	72580	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	275.00	0	10-1500-640-00-71-300-13
	72580	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	450.00	0	10-1500-640-00-71-300-13
					\$725.00	Payee Vendor Total	
Jefferson High School							
	72581	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	325.00	0	10-1500-640-00-71-300-13
					\$325.00	Payee Vendor Total	
Johnsburg High School							
	72582	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	228.00	0	10-1500-640-00-71-300-13
	72582	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	228.00	0	10-1500-640-00-71-300-13
					\$456.00	Payee Vendor Total	
Johnson, Kathryn							
	72355	07/12/2024	10-1611-305	Student Food Svc - HS	23.88	0	10-1611-305
					\$23.88	Payee Vendor Total	



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 16 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
Johnson, Tammie	72356	07/12/2024	10-1611-305	Student Food Svc - HS	34.55	0	10-1611-305
					<u>\$34.55</u>	Payee Vendor Total	
Jonas, Sheri	72357	07/12/2024	10-1611-305	Student Food Svc - HS	33.50	0	10-1611-305
					<u>\$33.50</u>	Payee Vendor Total	
Kane, Jessica	72486	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	405.00	0	10-2310-230-00-74-500-14
					<u>\$405.00</u>	Payee Vendor Total	
Karmalita, Brianne	71936	07/24/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	(165.00)	0	10-2310-230-00-74-500-14
	71936	07/24/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	(165.00)	0	10-2310-230-00-74-500-14
	71936	07/24/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	(165.00)	0	10-2310-230-00-74-500-14
	72599	07/24/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	165.00	0	10-2310-230-00-74-500-14
	72599	07/24/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	165.00	0	10-2310-230-00-74-500-14
	72599	07/24/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	165.00	0	10-2310-230-00-74-500-14
	72487	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	165.00	0	10-2310-230-00-74-500-14
					<u>\$165.00</u>	Payee Vendor Total	
Kelso Burnett Co	72423	07/12/2024	10-2546-323-00-79-600-14	Security Officer Repairs	574.00	20243515	10-2546-323-00-79-600-14
					<u>\$574.00</u>	Payee Vendor Total	
Kowalski, Kim	72358	07/12/2024	10-1611-305	Student Food Svc - HS	17.80	0	10-1611-305
					<u>\$17.80</u>	Payee Vendor Total	
Kowalski, Krzysztof	72320	07/12/2024	10475	AP Payroll Net Checks	357.07	0	10-475
					<u>\$357.07</u>	Payee Vendor Total	
Kumkoski, Jennifer	72488	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
	72488	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
	72488	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
					<u>\$1,260.00</u>	Payee Vendor Total	
Lakes Community HS							



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 17 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	72583	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	100.00	0	10-1500-640-00-71-300-13
					\$100.00	Payee Vendor Total	
Langhenry, Tom							
	72359	07/12/2024	10-1611-305	Student Food Svc - HS	33.45	0	10-1611-305
					\$33.45	Payee Vendor Total	
Laser Pro Company							
	72536	07/19/2024	10-2410-410-00-74-150-14	Copier Paper & Toner Conley	68.50	20250067	10-2410-410-00-74-150-14
	72536	07/19/2024	10-2410-410-00-74-150-14	Copier Paper & Toner Conley	214.00	20250067	10-2410-410-00-74-150-14
	72536	07/19/2024	10-2410-410-00-74-150-14	Copier Paper & Toner Conley	373.50	20250067	10-2410-410-00-74-150-14
					\$656.00	Payee Vendor Total	
Lawson, Holly							
	72466	07/12/2024	10-1611-145	Student Food Svc - Mackeben	53.60	0	10-1611-145
					\$53.60	Payee Vendor Total	
Lincoln National Life							
	72537	07/19/2024	10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance	807.29	25070447	10-2310-220-00-79-600-14
	72537	07/19/2024	10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance	19,789.45	25070447	10-2310-220-00-79-600-14
					\$20,596.74	Payee Vendor Total	
LionHeart Critical Power							
	72441	07/12/2024	20-2542-323-00-79	Repairs & Maint Buildings	8,275.00	20243366	20-2542-323-00-79
	72538	07/19/2024	20-2542-390-00-79	Other Purchased Service	4,506.00	20242943	20-2542-390-00-79
					\$12,781.00	Payee Vendor Total	
Lockncharge Technologies							
	72539	07/19/2024	10-1130-310-00-71-300-13	General Pur Svcs HS	432.00	20250090	10-1130-310-00-71-300-13
					\$432.00	Payee Vendor Total	
Lombard, Jessica							
	72360	07/12/2024	10-2321-332-00-74-500-14	Travel Supt	344.11	0	10-2321-332-00-74-500-14
					\$344.11	Payee Vendor Total	
Lowes Pro Supply							
	72459	07/12/2024	20-2542-410-00-79	Supplies B & G	51.79	25070107	20-2542-410-00-79
	72540	07/19/2024	10-2560-410-00-71-300-13	Cafe Supplies HS	(43.92)	20250112	10-2560-410-00-71-300-13
	72540	07/19/2024	10-2560-410-00-71-300-13	Cafe Supplies HS	592.92	20250112	10-2560-410-00-71-300-13
	72540	07/19/2024	20-2542-410-00-79	Supplies B & G	169.84	25070107	20-2542-410-00-79
	72540	07/19/2024	20-2542-410-00-79	Supplies B & G	163.43	25070107	20-2542-410-00-79



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 18 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
					\$934.06	Payee Vendor Total	
MacCrimdle, Amy							
	72361	07/12/2024	10-2212-332-00-74-500-14	Travel & Conference Curr 6-12	164.82	0	10-2212-332-00-74-500-14
					\$164.82	Payee Vendor Total	
MacGill & Co							
	72596	07/24/2024	10-2130-410-00-79-600-14	Supplies Health	96.77	20240030	10-2130-410-00-79-600-14
	72596	07/24/2024	10-2130-410-00-79-600-14	Supplies Health	69.72	20240030	10-2130-410-00-79-600-14
					\$166.49	Payee Vendor Total	
Massaro, Ann Marie							
	72362	07/12/2024	10-1611-305	Student Food Svc - HS	25.40	0	10-1611-305
					\$25.40	Payee Vendor Total	
Maynard, Kevin							
	72363	07/12/2024	10-1611-305	Student Food Svc - HS	21.75	0	10-1611-305
					\$21.75	Payee Vendor Total	
McGuine, Kathy							
	72364	07/12/2024	10-1611-305	Student Food Svc - HS	31.45	0	10-1611-305
					\$31.45	Payee Vendor Total	
McMaster Carr Supply Co							
	72541	07/19/2024	20-2542-410-00-79	Supplies B & G	110.84	25070287	20-2542-410-00-79
					\$110.84	Payee Vendor Total	
MDC Environmental Serv							
	72424	07/12/2024	20-2542-321-00-79	Sanitation/Exterminating	200.00	20243510	20-2542-321-00-79
	72460	07/12/2024	20-2542-321-00-79	Sanitation/Exterminating	3,354.86	25070117	20-2542-321-00-79
					\$3,554.86	Payee Vendor Total	
Means, Katerina							
	72584	07/19/2024	10-1611-305	Student Food Svc - HS	23.20	0	10-1611-305
					\$23.20	Payee Vendor Total	
Media Leaders LLC							
	72542	07/19/2024	10-2546-390-00-79-600-14	Security Officer Gnl Purch Svc	4,290.00	20250113	10-2546-390-00-79-600-14
					\$4,290.00	Payee Vendor Total	
Metlife							
	72543	07/19/2024	10-1100-220-00-79-600-14	Regular Programs Insurance	70,994.32	25071597	10-1100-220-00-79-600-14



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 19 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
					<u>\$70,994.32</u>	Payee Vendor Total	
Midland Paper							
	72544	07/19/2024	10-2900-410-00-79-600-14	Copier Paper & Toner DO	1,740.02	20250143	10-2900-410-00-79-600-14
					<u>\$1,740.02</u>	Payee Vendor Total	
Midwest Mechanical Group							
	72461	07/12/2024	20-2542-520-00-79	Building projects	167,725.80	20250018	20-2542-520-00-79
					<u>\$167,725.80</u>	Payee Vendor Total	
Miller, Lynda							
	72365	07/12/2024	10-1611-305	Student Food Svc - HS	32.75	0	10-1611-305
					<u>\$32.75</u>	Payee Vendor Total	
Miller, Michele							
	72366	07/12/2024	10-1611-305	Student Food Svc - HS	29.20	0	10-1611-305
					<u>\$29.20</u>	Payee Vendor Total	
Minga Solutions							
	72545	07/19/2024	10-1130-310-00-71-300-13	General Pur Svcs HS	(2,066.25)	20250093	10-1130-310-00-71-300-13
	72545	07/19/2024	10-1130-310-00-71-300-13	General Pur Svcs HS	13,775.00	20250093	10-1130-310-00-71-300-13
					<u>\$11,708.75</u>	Payee Vendor Total	
Minnesota Clay							
	72546	07/19/2024	10-1130-410-02-71-300-13	Art Supplies HS	257.57	20250094	10-1130-410-02-71-300-13
	72546	07/19/2024	10-1130-410-02-71-300-13	Art Supplies HS	207.57	20250094	10-1130-410-02-71-300-13
	72546	07/19/2024	10-1130-410-02-71-300-13	Art Supplies HS	1,598.90	20250094	10-1130-410-02-71-300-13
					<u>\$2,064.04</u>	Payee Vendor Total	
Moore, Emily							
	72489	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
					<u>\$420.00</u>	Payee Vendor Total	
Morrison, Michelle							
	72367	07/12/2024	10-1611-305	Student Food Svc - HS	37.70	0	10-1611-305
	72367	07/12/2024	10-1611-305	Student Food Svc - HS	38.65	0	10-1611-305
					<u>\$76.35</u>	Payee Vendor Total	
Morsy, Jackie							
	72368	07/12/2024	10-1611-305	Student Food Svc - HS	21.90	0	10-1611-305
					<u>\$21.90</u>	Payee Vendor Total	
Mosyle Corporation							



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 20 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	72547	07/19/2024	10-2660-319-61-79-600-14	Software Maintenance	8,167.50	20250147	10-2660-319-61-79-600-14
					\$8,167.50	Payee Vendor Total	
Mueller, Sally							
	72369	07/12/2024	10-2410-332-00-72-220-13	Principal Travel Marlowe	400.00	0	10-2410-332-00-72-220-13
					\$400.00	Payee Vendor Total	
Namjoofard, Niloofar							
	72370	07/12/2024	10-1611-305	Student Food Svc - HS	24.70	0	10-1611-305
					\$24.70	Payee Vendor Total	
Natale, Natalie							
	72490	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	405.00	0	10-2310-230-00-74-500-14
	72490	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	405.00	0	10-2310-230-00-74-500-14
	72490	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	405.00	0	10-2310-230-00-74-500-14
					\$1,215.00	Payee Vendor Total	
NCPERS Group Life Ins							
	72548	07/19/2024	50454	IMRF & SS (Board)	16.00	0	50-481
					\$16.00	Payee Vendor Total	
NCS Pearson Inc.							
	72442	07/12/2024	10-1950	Refunds	42.52	0	10-1950
	72442	07/12/2024	10-1950	Refunds	2,492.00	0	10-1950
	72442	07/12/2024	10-1950	Refunds	17,065.50	0	10-1950
					\$19,600.02	Payee Vendor Total	
New Connections Academy							
	72549	07/19/2024	10-4220-670-00-79-600-14	Sp Ed Private Tuition	3,162.51	25070397	10-4220-670-00-79-600-14
					\$3,162.51	Payee Vendor Total	
Nickels, Celestine							
	72371	07/12/2024	10-1611-305	Student Food Svc - HS	55.65	0	10-1611-305
					\$55.65	Payee Vendor Total	
Niemasz, William							
	72372	07/12/2024	10-1611-305	Student Food Svc - HS	27.20	0	10-1611-305
					\$27.20	Payee Vendor Total	
North Shore Transit Inc							
	72425	07/12/2024	40-2552-331-00-79	Contracted Transportation	398.33	20243513	40-2552-331-00-79
					\$398.33	Payee Vendor Total	



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 21 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
Northwestern Memorial Hea	72426	07/12/2024	10-1500-220-00-79-600-14	Interscholastic Prog Insurance	15,885.00	20243518	10-1500-220-00-79-600-14
					\$15,885.00	Payee Vendor Total	
Novak, Steven	72373	07/12/2024	10-1611-305	Student Food Svc - HS	23.50	0	10-1611-305
					\$23.50	Payee Vendor Total	
Oak Park River Forest HS	72585	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	375.00	0	10-1500-640-00-71-300-13
					\$375.00	Payee Vendor Total	
Olson, Nicole	72374	07/12/2024	10-1611-305	Student Food Svc - HS	8.35	0	10-1611-305
					\$8.35	Payee Vendor Total	
Omni Commercial Lighting	72550	07/19/2024	20-2542-323-00-79	Repairs & Maint Buildings	398.70	25070177	20-2542-323-00-79
					\$398.70	Payee Vendor Total	
Oomens, Racheal	72375	07/12/2024	10-1611-305	Student Food Svc - HS	20.95	0	10-1611-305
					\$20.95	Payee Vendor Total	
Pagnotta, Carolyn	72491	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	405.00	0	10-2310-230-00-74-500-14
	72491	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	405.00	0	10-2310-230-00-74-500-14
	72491	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	405.00	0	10-2310-230-00-74-500-14
					\$1,215.00	Payee Vendor Total	
Partnering for Prevention	72595	07/23/2024	10-1500-390-00-71-300-13	Student Drug Testing	7,105.00	20250210	10-1500-390-00-71-300-13
					\$7,105.00	Payee Vendor Total	
Pear Deck, Inc	72443	07/12/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	12,600.00	20243446	10-2212-310-00-79-505-14
					\$12,600.00	Payee Vendor Total	
Perry Weather	72551	07/19/2024	10-2546-390-00-79-600-14	Security Officer Gnl Purch Svc	3,872.33	20250114	10-2546-390-00-79-600-14
					\$3,872.33	Payee Vendor Total	



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 22 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
Phillips, Scott							
	72376	07/12/2024	10-1611-305	Student Food Svc - HS	31.00	0	10-1611-305
					\$31.00	Payee Vendor Total	
Phosaraj, Samantha							
	72377	07/12/2024	10-1611-305	Student Food Svc - HS	26.80	0	10-1611-305
					\$26.80	Payee Vendor Total	
Picchietti, Kristie							
	72492	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
	72492	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
	72492	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
					\$1,260.00	Payee Vendor Total	
Plainfield CCSD 202							
	72552	07/19/2024	10-1130-332-00-71-300-13	Teacher Travel HS	250.00	20250087	10-1130-332-00-71-300-13
	72552	07/19/2024	10-1130-332-00-71-300-13	Teacher Travel HS	250.00	20250087	10-1130-332-00-71-300-13
	72552	07/19/2024	10-1130-332-00-71-300-13	Teacher Travel HS	250.00	20250087	10-1130-332-00-71-300-13
					\$750.00	Payee Vendor Total	
Pocket Full of Therapy							
	70219	07/12/2024	10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup	(59.85)	20241759	10-2130-410-92-79-605-14
	70219	07/12/2024	10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup	(498.75)	20241759	10-2130-410-92-79-605-14
	72450	07/12/2024	10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup	59.85	20241759	10-2130-410-92-79-605-14
	72450	07/12/2024	10-2130-410-92-79-605-14	IDEA Health OTPT & Nurse Sup	498.75	20241759	10-2130-410-92-79-605-14
					\$0.00	Payee Vendor Total	
Pomps Tire Service Inc							
	72553	07/19/2024	40-2554-410-00-79	Fleet Supplies	6,602.84	20250169	40-2554-410-00-79
					\$6,602.84	Payee Vendor Total	
Powers, Michael							
	72378	07/12/2024	10-1611-305	Student Food Svc - HS	46.30	0	10-1611-305
					\$46.30	Payee Vendor Total	
PowerSchool Group LLC							
	72554	07/19/2024	10-2660-316-00-79-600-14	Student Information	1,622.40	20250142	10-2660-316-00-79-600-14
	72554	07/19/2024	10-2660-316-00-79-600-14	Student Information	17,972.40	20250142	10-2660-316-00-79-600-14
	72554	07/19/2024	10-2660-316-00-79-600-14	Student Information	3,687.07	20250142	10-2660-316-00-79-600-14
	72554	07/19/2024	10-2660-316-00-79-600-14	Student Information	27,927.70	20250142	10-2660-316-00-79-600-14



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 23 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	72554	07/19/2024	10-2660-316-00-79-600-14	Student Information	58,498.40	20250142	10-2660-316-00-79-600-14
					\$109,707.97	Payee Vendor Total	
Project Lead the Way							
	992300557	07/22/2024	10-1130-390-67-71-300-13	PLTW Pur Svc 6-12	950.00	20250065	10-1130-390-67-71-300-13
	992300557	07/22/2024	10-1130-390-67-71-300-13	PLTW Pur Svc 6-12	950.00	20250065	10-1130-390-67-71-300-13
	992300557	07/22/2024	10-1130-390-67-71-300-13	PLTW Pur Svc 6-12	950.00	20250065	10-1130-390-67-71-300-13
	992300557	07/22/2024	10-1130-390-67-71-300-13	PLTW Pur Svc 6-12	950.00	20250065	10-1130-390-67-71-300-13
	992300557	07/22/2024	10-1130-390-67-71-300-13	PLTW Pur Svc 6-12	950.00	20250065	10-1130-390-67-71-300-13
	992300557	07/22/2024	10-1130-390-67-71-300-13	PLTW Pur Svc 6-12	950.00	20250065	10-1130-390-67-71-300-13
	992300557	07/22/2024	10-1130-390-67-71-300-13	PLTW Pur Svc 6-12	950.00	20250065	10-1130-390-67-71-300-13
	992300557	07/22/2024	10-1400-390-64-71-305-13	Perkins Grant Purch Svc	(2,200.00)	20250065	10-1400-390-64-71-305-13
	992300557	07/22/2024	10-1400-390-64-71-305-13	Perkins Grant Purch Svc	2,200.00	20250065	10-1400-390-64-71-305-13
	992300557	07/22/2024	10-1400-390-64-71-305-13	Perkins Grant Purch Svc	2,200.00	20250065	10-1400-390-64-71-305-13
	992300557	07/22/2024	10-1400-390-64-71-305-13	Perkins Grant Purch Svc	3,200.00	20250065	10-1400-390-64-71-305-13
					\$12,050.00	Payee Vendor Total	
Quadient Leasing USA							
	72555	07/19/2024	10-2630-341-00-74-500-14	Postage Central Office	585.00	20250154	10-2630-341-00-74-500-14
	72555	07/19/2024	10-2630-341-00-74-500-14	Postage Central Office	585.00	20250154	10-2630-341-00-74-500-14
	72555	07/19/2024	10-2630-341-00-74-500-14	Postage Central Office	492.00	20250155	10-2630-341-00-74-500-14
	72555	07/19/2024	10-2630-341-00-74-500-14	Postage Central Office	492.00	20250155	10-2630-341-00-74-500-14
					\$2,154.00	Payee Vendor Total	
Radak, Steven							
	72379	07/12/2024	10-1611-305	Student Food Svc - HS	39.25	0	10-1611-305
					\$39.25	Payee Vendor Total	
Radcliffe, Andrea							
	72493	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	700.00	0	10-2310-230-00-74-500-14
	72493	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	407.22	0	10-2310-230-00-74-500-14
	72493	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	407.22	0	10-2310-230-00-74-500-14
					\$1,514.44	Payee Vendor Total	
Ramsaier, Maxine							
	72380	07/12/2024	10-1611-305	Student Food Svc - HS	17.55	0	10-1611-305
					\$17.55	Payee Vendor Total	
Rasmussen, Colleen							
	72381	07/12/2024	10-1611-305	Student Food Svc - HS	28.65	0	10-1611-305



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 24 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
					\$28.65	Payee Vendor Total	
Renkosik, Doug							
	72382	07/12/2024	20-2540-332-00-79	Travel	45.56	0	20-2540-332-00-79
					\$45.56	Payee Vendor Total	
Ricketts, Michael							
	72383	07/12/2024	10-1611-305	Student Food Svc - HS	65.85	0	10-1611-305
					\$65.85	Payee Vendor Total	
Rizzo, Annette							
	72494	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
					\$420.00	Payee Vendor Total	
Robbins, Annette							
	72384	07/12/2024	10-1611-305	Student Food Svc - HS	19.20	0	10-1611-305
					\$19.20	Payee Vendor Total	
Rockford Guilford High Sc							
	72586	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	300.00	0	10-1500-640-00-71-300-13
	72586	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	300.00	0	10-1500-640-00-71-300-13
					\$600.00	Payee Vendor Total	
Rohde, Richard C							
	72495	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
	72495	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	405.00	0	10-2310-230-00-74-500-14
	72495	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
					\$1,245.00	Payee Vendor Total	
Rosary High School							
	72587	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	325.00	0	10-1500-640-00-71-300-13
					\$325.00	Payee Vendor Total	
Ross, Elizabeth							
	72496	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
					\$420.00	Payee Vendor Total	
Round Lake HS							
	72588	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	150.00	0	10-1500-640-00-71-300-13
	72588	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	150.00	0	10-1500-640-00-71-300-13
					\$300.00	Payee Vendor Total	
Ruddy, Kerri							



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 25 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	72427	07/12/2024	10-2190-410-00-71-300-12	Graduation Supplies HHS	200.00	20243503	10-2190-410-00-71-300-12
					\$200.00	Payee Vendor Total	
Sachchidandand, Neelima							
	72385	07/12/2024	10-1611-305	Student Food Svc - HS	41.60	0	10-1611-305
	72385	07/12/2024	10-1611-305	Student Food Svc - HS	47.40	0	10-1611-305
					\$89.00	Payee Vendor Total	
Salerno, Lauren							
	72497	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
					\$420.00	Payee Vendor Total	
Samson, Jenny							
	72386	07/12/2024	10-1611-305	Student Food Svc - HS	37.45	0	10-1611-305
					\$37.45	Payee Vendor Total	
Sanchez, Kirsten							
	71545	07/12/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	(390.00)	0	10-2310-230-00-74-500-14
					(\$390.00)	Payee Vendor Total	
Sarcinelli, Steven							
	72387	07/12/2024	10-1611-305	Student Food Svc - HS	19.10	0	10-1611-305
					\$19.10	Payee Vendor Total	
Schaumburg HS							
	72589	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	300.00	0	10-1500-640-00-71-300-13
					\$300.00	Payee Vendor Total	
Scholl, Julie							
	72498	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
					\$420.00	Payee Vendor Total	
School Health Corporation							
	72556	07/19/2024	10-2130-390-00-79-600-14	Purchased Services Health	435.00	20250150	10-2130-390-00-79-600-14
	72556	07/19/2024	10-2130-390-00-79-600-14	Purchased Services Health	1.00	20250150	10-2130-390-00-79-600-14
					\$436.00	Payee Vendor Total	
Schoolbells Ltd							
	72444	07/12/2024	40-2552-331-00-79	Contracted Transportation	17,633.00	24060657	40-2552-331-00-79
					\$17,633.00	Payee Vendor Total	
Schumacher, Jennifer							



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 26 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number	
	72388	07/12/2024	10-1611-305	Student Food Svc - HS	49.65	0	10-1611-305	
					\$49.65			Payee Vendor Total
Schwartz, Krystle								
	72389	07/12/2024	10-1611-305	Student Food Svc - HS	36.70	0	10-1611-305	
					\$36.70			Payee Vendor Total
Schwerzler, Therese								
	72390	07/12/2024	10-2410-332-00-71-300-13	Prin Travel HS	8.71	0	10-2410-332-00-71-300-13	
					\$8.71			Payee Vendor Total
Seibert, Shannon								
	72499	07/19/2024	10-2213-415-00-74-210-13	Heineman Staff Devel Supplies	400.00	0	10-2213-415-00-74-210-13	
					\$400.00			Payee Vendor Total
Service Sanitation Inc								
	72428	07/12/2024	10-1500-320-00-71-300-13	HHS Athletics Grounds Svcs	166.67	20243506	10-1500-320-00-71-300-13	
					\$166.67			Payee Vendor Total
Shadel, Jill								
	72391	07/12/2024	10-1200-410-92-79-600-14	IDEA Instructional Supplies	7.49	0	10-1200-410-92-79-600-14	
					\$7.49			Payee Vendor Total
Sheedy, Angie								
	72392	07/12/2024	10-1611-305	Student Food Svc - HS	42.80	0	10-1611-305	
					\$42.80			Payee Vendor Total
Sherwin Williams Co								
	72557	07/19/2024	20-2542-410-00-79	Supplies B & G	28.90	20250176	20-2542-410-00-79	
	72557	07/19/2024	20-2542-410-00-79	Supplies B & G	28.90	20250176	20-2542-410-00-79	
	72557	07/19/2024	10-1130-323-00-71-300-13	Repairs HS	64.09	20250176	10-1130-323-00-71-300-13	
	72557	07/19/2024	20-2542-410-00-79	Supplies B & G	28.90	20250176	20-2542-410-00-79	
	72557	07/19/2024	20-2542-410-00-79	Supplies B & G	115.60	20250176	20-2542-410-00-79	
					\$266.39			Payee Vendor Total
Sim, Sheri								
	72393	07/12/2024	10-1611-305	Student Food Svc - HS	20.80	0	10-1611-305	
					\$20.80			Payee Vendor Total
Smith, Carly								
	72394	07/12/2024	10-1200-332-00-79-600-14	Travel Sp Ed	219.76	0	10-1200-332-00-79-600-14	
					\$219.76			Payee Vendor Total

58



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 27 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
Solger, Renee	72395	07/12/2024	10-1611-305	Student Food Svc - HS	26.10	0	10-1611-305
					\$26.10	Payee Vendor Total	
South Campus	72558	07/19/2024	10-4220-670-00-79-600-14	Sp Ed Private Tuition	2,721.24	25071961	10-4220-670-00-79-600-14
	72558	07/19/2024	10-4220-670-00-79-600-14	Sp Ed Private Tuition	2,721.24	25071961	10-4220-670-00-79-600-14
					\$5,442.48	Payee Vendor Total	
Spartan Tool	72462	07/12/2024	20-2542-490-00-79	Invent Supplies B & G	5,319.92	20250022	20-2542-490-00-79
					\$5,319.92	Payee Vendor Total	
Spears, Lindsay	72396	07/12/2024	10-2212-332-00-74-500-14	Travel & Conference Curr 6-12	113.23	0	10-2212-332-00-74-500-14
					\$113.23	Payee Vendor Total	
Spencer, Lisa	72397	07/12/2024	10-1611-305	Student Food Svc - HS	20.25	0	10-1611-305
					\$20.25	Payee Vendor Total	
St Charles North H.S.	72590	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	300.00	0	10-1500-640-00-71-300-13
					\$300.00	Payee Vendor Total	
Stark & Son Trenching Inc	72463	07/12/2024	20-2543-323-00-79	Repairs-Grounds	18,700.00	20250023	20-2543-323-00-79
	72559	07/19/2024	20-2542-323-00-79	Repairs & Maint Buildings	1,462.50	20250170	20-2542-323-00-79
					\$20,162.50	Payee Vendor Total	
Starnes, Sara	72500	07/19/2024	10-2310-230-00-74-500-14	Tuition Reimbursement	420.00	0	10-2310-230-00-74-500-14
					\$420.00	Payee Vendor Total	
Steiner Electric Company	72445	07/12/2024	20-2542-410-00-79	Supplies B & G	286.95	24061637	20-2542-410-00-79
					\$286.95	Payee Vendor Total	
Stinger, Denise	72398	07/12/2024	10-1611-305	Student Food Svc - HS	19.25	0	10-1611-305
					\$19.25	Payee Vendor Total	



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 28 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
Stobbe, Carla							
	72399	07/12/2024	10-1611-305	Student Food Svc - HS	26.05	0	10-1611-305
					<u>\$26.05</u>	Payee Vendor Total	
Strahler, Noelle							
	72400	07/12/2024	10-1611-305	Student Food Svc - HS	24.55	0	10-1611-305
					<u>\$24.55</u>	Payee Vendor Total	
Sunrise Southwest LLC							
	72429	07/12/2024	40-2552-331-00-79	Contracted Transportation	2,882.04	20243514	40-2552-331-00-79
					<u>\$2,882.04</u>	Payee Vendor Total	
Szczepanik, Anna							
	72401	07/12/2024	10-1611-305	Student Food Svc - HS	34.20	0	10-1611-305
					<u>\$34.20</u>	Payee Vendor Total	
Talerico Martin Corp							
	72446	07/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	130.56	24050377	10-2560-415-00-74-210-13
	72446	07/12/2024	10-2560-415-00-74-210-13	Cafe Food Heineman	130.56	24050377	10-2560-415-00-74-210-13
	72446	07/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	433.97	24050378	10-2560-415-00-71-300-13
	72446	07/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	411.12	24050378	10-2560-415-00-71-300-13
	72446	07/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	366.21	24050378	10-2560-415-00-71-300-13
	72446	07/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	332.16	24050378	10-2560-415-00-71-300-13
	72446	07/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	332.16	24050378	10-2560-415-00-71-300-13
	72446	07/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	412.92	24050378	10-2560-415-00-71-300-13
	72446	07/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	62.97	24050378	10-2560-415-00-71-300-13
	72446	07/12/2024	10-2560-415-00-71-300-13	Cafe Food HS	62.97	24050378	10-2560-415-00-71-300-13
					<u>\$2,675.60</u>	Payee Vendor Total	
TestOut Corporation							
	72447	07/12/2024	10-1100-410-65-79-600-14	AMP-IT Supplies	1,740.00	20243221	10-1100-410-65-79-600-14
					<u>\$1,740.00</u>	Payee Vendor Total	
Therapy Staff Aequor Heal							
	72448	07/12/2024	10-1101-310-00-79-605-14	Substitute Teacher-Contracted	897.68	24060547	10-1101-310-00-79-605-14
					<u>\$897.68</u>	Payee Vendor Total	
Thermosystems Building Sy							
	992300564	07/22/2024	20-2542-410-00-79	Supplies B & G	2,193.06	20250115	20-2542-410-00-79
	992300564	07/22/2024	20-2542-410-00-79	Supplies B & G	450.78	20250156	20-2542-410-00-79



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 29 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	992300564	07/22/2024	20-2542-323-00-79	Repairs & Maint Buildings	5,270.00	20250071	20-2542-323-00-79
					<u>\$7,913.84</u>	Payee Vendor Total	
Thomson Reuters							
	72464	07/12/2024	10-2660-319-61-79-600-14	Software Maintenance	1,075.44	25070307	10-2660-319-61-79-600-14
					<u>\$1,075.44</u>	Payee Vendor Total	
TPI Tyler Press Inc							
	72560	07/19/2024	10-2321-410-00-74-500-14	Supplies Supt	115.00	20250171	10-2321-410-00-74-500-14
					<u>\$115.00</u>	Payee Vendor Total	
Turnitin LLC							
	72561	07/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	23,823.00	20250047	10-2212-310-00-79-505-14
	72561	07/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	5,150.00	20250047	10-2212-310-00-79-505-14
					<u>\$28,973.00</u>	Payee Vendor Total	
United States Treasury							
	72402	07/12/2024	10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance	2,308.74	20250110	10-2310-220-00-79-600-14
					<u>\$2,308.74</u>	Payee Vendor Total	
Velez, Elliot							
	72403	07/12/2024	10-1700-323-21-71-300-13	Driver Ed Repair & Maintenance	10.99	0	10-1700-323-21-71-300-13
					<u>\$10.99</u>	Payee Vendor Total	
Verizon Wireless							
	72465	07/12/2024	20-2540-340-00-79	Telephone - Districtwide	3,235.18	25071607	20-2540-340-00-79
	72562	07/19/2024	20-2540-340-00-79	Telephone - Districtwide	270.36	25071607	20-2540-340-00-79
					<u>\$3,505.54</u>	Payee Vendor Total	
Vernier Science Education							
	72563	07/19/2024	10-2212-310-00-79-505-14	Curriculum Gen Pur Svc 6-12	375.00	20250080	10-2212-310-00-79-505-14
					<u>\$375.00</u>	Payee Vendor Total	
Village of Lake in the Hi							
	70029	07/16/2024	20-2546-310-00-71-305	Resource Officer	(6,527.00)	24010687	20-2546-310-00-71-305
					<u>(\$6,527.00)</u>	Payee Vendor Total	
Villalobos, Fanny							
	72404	07/12/2024	10-1611-305	Student Food Svc - HS	24.96	0	10-1611-305
					<u>\$24.96</u>	Payee Vendor Total	
Virtual Connections Acade							



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 30 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	72564	07/19/2024	10-4220-670-00-79-600-14	Sp Ed Private Tuition	3,124.98	25071757	10-4220-670-00-79-600-14
	72564	07/19/2024	10-4220-670-00-79-600-14	Sp Ed Private Tuition	3,124.98	25071757	10-4220-670-00-79-600-14
					\$6,249.96	Payee Vendor Total	
Vista Learning NFP							
	72565	07/19/2024	10192	Prepaid Expenses	17,955.00	20250081	10-192
	72565	07/19/2024	10-2642-390-00-74-500-14	Purchased Service Human Res	8,977.50	20250081	10-2642-390-00-74-500-14
					\$26,932.50	Payee Vendor Total	
Vogt, Marlene							
	72405	07/12/2024	10-1200-332-00-79-600-14	Travel Sp Ed	58.96	0	10-1200-332-00-79-600-14
					\$58.96	Payee Vendor Total	
VSP of Illinois NFP							
	72566	07/19/2024	10-2310-220-00-79-600-14	Support Serv-Gen Adm Insurance	9,284.48	25070457	10-2310-220-00-79-600-14
					\$9,284.48	Payee Vendor Total	
Walsh, Erin							
	72406	07/12/2024	10-1611-305	Student Food Svc - HS	42.30	0	10-1611-305
					\$42.30	Payee Vendor Total	
Walsh, Kelly							
	72407	07/12/2024	10-1611-305	Student Food Svc - HS	50.50	0	10-1611-305
					\$50.50	Payee Vendor Total	
Warehouse Direct Cardunal							
	72567	07/19/2024	40-2550-410-00-79	Office Supplies	545.63	20250082	40-2550-410-00-79
					\$545.63	Payee Vendor Total	
WeatherGuard Roofing Comp							
	992300556	07/17/2024	20-2542-323-00-79	Repairs & Maint Buildings	673.18	20243500	20-2542-323-00-79
					\$673.18	Payee Vendor Total	
Weiglein, Matthew							
	72408	07/12/2024	10-1611-305	Student Food Svc - HS	30.35	0	10-1611-305
					\$30.35	Payee Vendor Total	
White, Jeremy							
	72501	07/19/2024	10-2410-640-00-74-150-13	Office Dues & Fees Conley	400.00	0	10-2410-640-00-74-150-13
					\$400.00	Payee Vendor Total	
William Rainey Harper Col							



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 31 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number	
	72430	07/12/2024	10-1400-310-00-74-305-13	Voc Ed Tuition	368.00	20243507	10-1400-310-00-74-305-13	
					\$368.00	Payee Vendor Total		
Williams, Joseph								
	72409	07/12/2024	10-1611-305	Student Food Svc - HS	23.30	0	10-1611-305	
					\$23.30	Payee Vendor Total		
Wilson, Glen								
	72410	07/12/2024	10-1500-335-00-71-300-13	Conference Travel HS	127.30	0	10-1500-335-00-71-300-13	
					\$127.30	Payee Vendor Total		
Witt, Patricia								
	72411	07/12/2024	10-1611-305	Student Food Svc - HS	18.55	0	10-1611-305	
					\$18.55	Payee Vendor Total		
Wolfe-Schlosser, Andrea M								
	72412	07/12/2024	40-2552-464-00-79	Diesel/Gasoline	10.00	0	40-2552-464-00-79	63
					\$10.00	Payee Vendor Total		
Wolter, Lisa								
	72413	07/12/2024	10-1611-305	Student Food Svc - HS	20.00	0	10-1611-305	
					\$20.00	Payee Vendor Total		
Woodstock High School								
	72591	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	250.00	0	10-1500-640-00-71-300-13	
	72591	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	250.00	0	10-1500-640-00-71-300-13	
					\$500.00	Payee Vendor Total		
Woodstock North HS % Athl								
	72592	07/19/2024	10-1500-640-00-71-300-13	Sports Dues & Fees HS	300.00	0	10-1500-640-00-71-300-13	
					\$300.00	Payee Vendor Total		
Worden, Jennifer								
	72414	07/12/2024	10-1611-305	Student Food Svc - HS	17.45	0	10-1611-305	
					\$17.45	Payee Vendor Total		
Yudt, Ken								
	72415	07/12/2024	10-1611-305	Student Food Svc - HS	17.55	0	10-1611-305	
					\$17.55	Payee Vendor Total		
Zearn								
	71136	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	250.00	20242314	10-1100-310-76-79-600-14	



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 32 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	71136	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	(2,500.00)	20242314	10-1100-310-76-79-600-14
	71136	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	(2,500.00)	20242314	10-1100-310-76-79-600-14
	71136	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	250.00	20242315	10-1100-310-76-79-600-14
	71136	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	(2,500.00)	20242315	10-1100-310-76-79-600-14
	71136	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	(2,500.00)	20242315	10-1100-310-76-79-600-14
	71136	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	118.42	20242316	10-1100-310-76-79-600-14
	71136	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	(1,184.21)	20242316	10-1100-310-76-79-600-14
	71136	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	(1,184.21)	20242316	10-1100-310-76-79-600-14
	71136	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	118.42	20242317	10-1100-310-76-79-600-14
	71136	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	(1,184.21)	20242317	10-1100-310-76-79-600-14
	71136	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	(1,184.21)	20242317	10-1100-310-76-79-600-14
	71136	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	(1,125.00)	20242317	10-1100-310-76-79-600-14
	71136	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	(1,125.00)	20242317	10-1100-310-76-79-600-14
	72467	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	(250.00)	20242314	10-1100-310-76-79-600-14
	72467	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	2,500.00	20242314	10-1100-310-76-79-600-14
	72467	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	2,500.00	20242314	10-1100-310-76-79-600-14
	72467	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	(250.00)	20242315	10-1100-310-76-79-600-14
	72467	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	2,500.00	20242315	10-1100-310-76-79-600-14
	72467	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	2,500.00	20242315	10-1100-310-76-79-600-14
	72467	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	(118.42)	20242316	10-1100-310-76-79-600-14
	72467	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	1,184.21	20242316	10-1100-310-76-79-600-14
	72467	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	1,184.21	20242316	10-1100-310-76-79-600-14
	72467	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	(118.42)	20242317	10-1100-310-76-79-600-14
	72467	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	1,184.21	20242317	10-1100-310-76-79-600-14
	72467	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	1,184.21	20242317	10-1100-310-76-79-600-14
	72467	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	1,125.00	20242317	10-1100-310-76-79-600-14
	72467	07/16/2024	10-1100-310-76-79-600-14	CURES Instruc Pur Svcs	1,125.00	20242317	10-1100-310-76-79-600-14
					\$0.00	Payee Vendor Total	
Zhao, Tianya							
	71192	07/12/2024	10-1120-410-06-72-220-13	Foreign Lang Supplies Marlowe	(71.15)	0	10-1120-410-06-72-220-13
					(\$71.15)	Payee Vendor Total	
Zielinski, Beverly							
	72468	07/19/2024	10475	AP Payroll Net Checks	438.23	0	10-475
					\$438.23	Payee Vendor Total	
Zuzzio, Michelle							



Huntley Community School District 158 Disbursements

Check Date: 7/11/2024 to 7/25/2024

Printed: 7/25/2024 2:23 PM
Page 33 of 33

Vendor Name	Check #	Check Date	A.S.N.	Account# Description	Amount	P.O. #	State Account Number
	72416	07/12/2024	10-1611-305	Student Food Svc - HS	23.50	0	10-1611-305
					<u>\$23.50</u>	Payee Vendor Total	
				Report Total	<u><u>\$3,260,717.60</u></u>		



Huntley Community School District 158

650 Dr. John Burkey Drive (formerly Academic Drive)
Algonquin, Illinois 60102
(847) 659-6158 • huntley158.org

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: August 1, 2024

Subject: **Monthly Fiscal Updates**
Committee of the Whole Meeting, August 1, 2024

Listed below are major tasks and/or projects the Fiscal Department has been working on during the month.

GENERAL

During the month, Fiscal's primary projects included:

- ✓ **Year-end Close and Yearend Forecast** - As of this report, audit preparation is still in process, as such, year-end results are not yet final. Upon completion of the audit, a preliminary year-end report will be shared.
- ✓ **Budget & 5 Year Plan** - Continuing the process of accumulating data and resources for the District's FY24 Budget and 5 Year Plan. The Display Draft of the FY25 Budget will be under separate cover. There are still numerous modifications pending, primarily from the State of Illinois, including the Evidence Based Formula final allocations.
- ✓ **Illinois EPA Volkswagen Grant Opportunity** – At the last meeting, this grant opportunity was discussed. Since that time, the application was finalized and filed. Shortly thereafter, the District received the Notice of State Award (NOSA) indicating and confirming that funds will be awarded to the District for four electric buses approximating \$1.2M, covering 75% of the cost of four electric buses and the related charging equipment. As a result of this grant, the cost to the District would approximate \$85k per electric bus versus the current estimated cost of a propane or diesel bus of approximately \$155k-\$170k.

The Illinois EPA and the State are currently drafting the Award Agreement related to this grant. As such, we will continue to keep the Board apprised regarding next steps.

UPCOMING TASKS THAT CAN BE ADDRESSED DURING THE MONTH OF SEPTEMBER

- On or before October 1, report to the State Board of Education the base salary and benefits of the general superintendent of schools or chief executive officer and all administrators and teachers employed by the school district.
- Begin to prepare for the Child Nutrition Program verification process, starting in October.



Huntley Community School District 158

650 Dr. John Burkey Drive (formerly Academic Drive)
Algonquin, Illinois 60102
(847) 659-6158 • huntley158.org

COMING UP IN THE MONTH OF OCTOBER

- Child Nutrition Program verification process begins with the local education agency selecting a sample of applications approved by this date.
- SIS Enrollment Deadline. Fall Enrollment Counts are based on individual students' enrollments. These counts will reflect students enrolled as of the last school day in September.
- Annual Financial Reports (AFRs) are due to ROEs. The AFR contains the bulk of the data needed to complete the IDEA excess cost worksheets.
- IDEA Expenditure Report due through IWAS.
- School districts must submit an original and one copy of the independent audit to the Regional Office of Education/Cook Intermediate Service Centers (105 ILCS 5/3-7).
- Quarterly Expenditure Reports for Categorical Grants: The Illinois State Board of Education will notify the school district via email as to which grants must file on IWAS.
- Annual budgets must be filed with the county clerk within 30 days of adoption (105 ILCS 5/17-1 and 35 ILCS 200/18-50). Annual budgets must also be submitted to ISBE within 30 days of adoption.



Huntley Community School District 158

650 Dr. John Burkey Drive (formerly Academic Drive)

Algonquin, Illinois 60102

(847) 659-6158 • huntley158.org

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: August 1, 2024

Subject: **Activity Fund Balance Report**
Committee of the Whole Meeting – August 1, 2024
Finance Committee

Presented for the Committee's review is the Activity Fund Balance Report as of June 30, 2024.



Huntley Community School District 158

650 Dr. John Burkey Drive (formerly Academic Drive)
 Algonquin, Illinois 60102
 (847) 659-6158 • Huntley158.org

June 30, 2024 Financial Executive Summary - Activity Accounts

The Month to Date results are as follows:

Activity Accounts by Building/Class	Beginning Balance	Revenues	Expenses	Ending Balance
District Office	100,746.42	\$ 1,178.67	\$ 756.58	\$ 101,168.51
Scholarships	15,580.89	-	1,000.00	14,580.89
Early Childhood	3,189.96	-	356.69	2,833.27
Mackeben	2,737.28	-	358.13	2,379.15
Conley	23,957.89	(140.67)	708.55	23,108.67
Chesak	30,475.64	-	5,675.92	24,799.72
Leggee	32,242.62	(140.67)	5,245.29	26,856.66
Martin	37,724.18	2,231.41	1,430.89	38,524.70
Heineman	47,129.80	35.00	3,178.54	43,986.26
Marlowe	101,971.89	2,664.72	11,531.81	93,104.80
High School Athletics S Boys Basketball camp shirts		77,502.77	80,350.62	416,906.41
High School Activities	352,895.40	9,365.84	132,327.83	229,933.41
Total All Funds	\$ 749,151.97	\$ 95,197.07	\$ 242,920.85	\$ 1,021,182.45

The material transactions involving Revenues and Expenditures for the month are as follows:

Chesak: The (\$5,700) of expenditures was for Art room storage cabinets.

Leggee: The majority of the (\$5,200) of expenditures was for the School Store for the 5th grade beautification project (\$3,600), Recreation supplies (\$500), and Library books (\$500).

Marlowe: The majority of the \$2,700 of revenue was from Chorus/Band \$1,000, Girls Basketball \$400, and Boys Basketball \$300. The majority of the (\$11,500) of expenditures was for 7th Grade Top golf outing (\$3,400), Boys Basketball camp shirts & supplies (\$2,300), supplies for 8th Grade Six Flags trips (\$1,300), Yearbooks supplies (\$1,100), Volleyball supplies (\$700), Chorus/Band food & supplies (\$700), and School Store supplies (\$500).

High School Athletics: The majority of the \$77,500 of revenue was from Cheerleading \$25,100, Football \$14,100, Poms \$8,000, Soccer \$6,600, Girls Volleyball \$5,200, Boys Basketball \$4,400, Girls Basketball \$2,100, Girls Lacrosse \$2,000, Baseball \$1,800, Boys Bowling \$1,800, Girls Tennis \$1,400, Wrestling \$1,400, Girls Track \$1,300, Boys Cross Country \$1,200, Girls Golf \$700, and Boys Volleyball \$700. The majority of the (\$80,400) of expenditures was for Cheerleading camps, clinics, workshops, & choreography (\$26,000), Football camp coaches & equipment (\$10,300), Athletics apparel, Boys Track sectional hosting, varsity letters, & supplies (\$9,200), Girls Lacrosse equipment, camp shirts, & supplies (\$5,700), Girls Track camp coaches & shirts, team meals, and supplies (\$5,300), Baseball camp coaches & shirts, FVC conference champs banner, and coaches apparel (\$4,800), Wrestling camp coaches & shirts (\$4,400), Boys Basketball equipment, supplies, & apparel (\$5,600), Girls Basketball summer leagues & apparel (\$2,600), Girls Volleyball camp coaches (\$2,800), and Boys Track apparel & end of season awards (\$1,800), Soccer supplies & end of season awards (\$1,100), and Girls Lacrosse senior gifts & team meal (\$1,100).

High School Activities: The majority of the \$9,400 of revenue was from Marching Band \$7,800, and Senior Class Gift \$500. The majority of the (\$132,300) of expenditures was for Assessments AP exam packets & instructional workshop (\$76,200), Wellness PE uniforms, padlocks, & teacher appreciation breakfast (\$28,300), Senior Class Gift of materials to build a shed for the track field (\$17,200), Student Council scholarship, conference registrations, and Sunset event food, inflatables, & supplies (\$4,700), Field Trips to Chinatown in Chicago (\$800), National Honors Society membership dues (\$700), Job Skills custom shirts (\$600), Fishing Club boat repair & supplies (\$500), and Drama Club supplies (\$500).

For further detail, see attached list of major cash expenditures and revenues received.



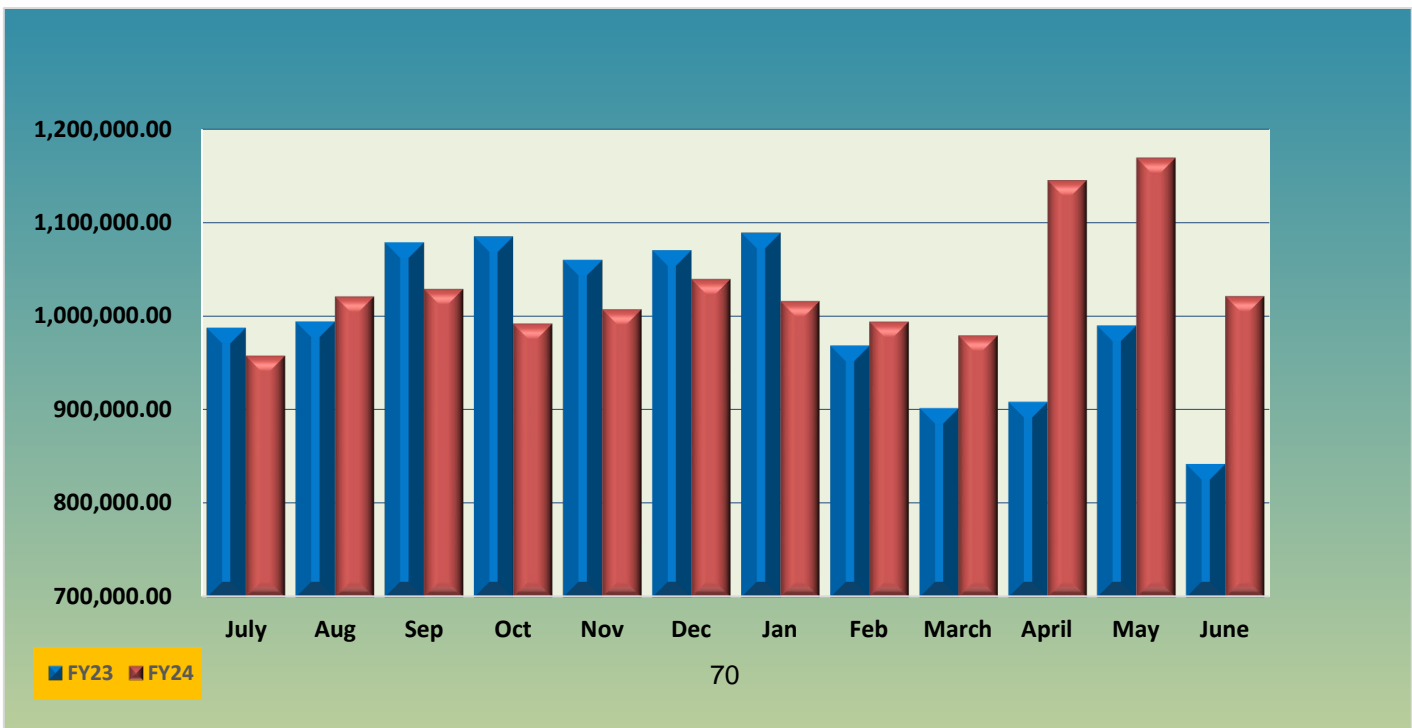
Huntley Community School District 158

650 Dr. John Burkey Drive (formerly Academic Drive)
 Algonquin, Illinois 60102
 (847) 659-6158 • Huntley158.org

June 30, 2024 Financial Executive Summary - Activity Accounts

Major transactions for the Month include:

Major Cash Expenditures		Description	Major Revenues Received	
College Board	75,177.00	HS Assessments AP exam packets	HS Cheerleading	25,128.00
Huntley Community School Dist 158	58,349.52	P-Card charges (4/21/24 - 5/20/24)	HS Football	14,104.08
Edge Sports Apparel, The	36,486.05	HS PE uniforms / athletics apparel	HS Pom Pons	8,035.80
Huntley Community School Dist 158	18,221.76	HS Athletic camp coaches	HS Marching Band	7,765.60
Camp Jeff	17,395.00	HS Cheerleading camp registration	HS Soccer	6,634.00
Champion Cheer Culture LLC	5,175.00	HS Cheerleading clinics/workshops	HS Girls Volleyball	5,217.60
Smallwood Lock & Supply	4,279.50	Padlocks for HS PE lockers	HS Boys Basketball	4,412.40
National Cheerleaders Association	3,420.00	HS Cheerleading choreography	Huntley Hootenanny	2,500.00
Tribe 99 Choreography LLC	3,393.24	HS Poms choreography	HS Girls Basketball	2,092.80
Midwest Groundcovers LLC	3,235.34	Leggee grade 5 beautification project	HS Girls Lacrosse	2,047.40
Rivera, Christian	2,000.00	HS Student Council scholarship	HS Baseball	1,843.20
Dundee Crown Feeder Basketball	1,725.00	HS Girls Basketball summer leagues	HS Boys Bowling	1,785.60
Ares Sportswear LLC	1,651.05	MMS Boys Basketball camp shirts	Martin School Store	1,540.00
IHSA	1,257.85	HS Boys Track Sectional host	HS Girls Tennis	1,444.80
AIA Corporation	1,078.85	HS Girls Track camp shirts	HS Wrestling	1,421.60
Silva, Keila	1,000.00	Schaffenegger Memorial scholarship	HS Girls Track	1,339.20
Neff Company	982.80	HS Athletics chenille letters	Interest/Service Charge	1,178.67
LRS LLC	788.75	HMS/MMS Athletics port-o-lets	HS Boys Cross Country	1,152.00
BSN Sports LLC	741.67	HS Girls Basketball camp shirts	Marlowe Chorus/Band	1,000.00
Hlavacek, Mike	600.00	HS Baseball camp coach	HS Girls Golf	692.00
Walker, Sean	600.00	HS Baseball camp coach	HS Boys Volleyball	605.20



Fund Balance Report

Printed: 7/16/2024 2:23 PM

Huntley Community School District 158

Fund	Description	Month to Date		Year to Date		YTD Change	Fund Balance	
		Expense	Income	Expense	Income		Start of Year	Current
100	District In & Out	0.00	0.00	960.00	1,020.00	60.00	0.00	60.00
101	Interest/Service Charge	0.00	1,178.67	782.27	14,278.93	13,496.66	75,083.33	88,579.99
102	District Pepsi Account	36.76	0.00	2,114.44	396.79	(1,717.65)	6,881.67	5,164.02
104	Activity Food Service	719.82	0.00	1,139.19	0.00	(1,139.19)	1,376.56	237.37
105	District Recycling	0.00	0.00	55.35	0.00	(55.35)	5,124.57	5,069.22
111	Huntley Hootenanny	0.00	2,500.00	3,000.00	3,500.00	500.00	2,500.00	3,000.00
112	Foundation Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00
113	Schaffenegger Memorial	1,000.00	0.00	3,000.00	0.00	(3,000.00)	17,580.89	14,580.89
1202	Mackeben Pop	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1203	Mackeben Recycling	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1204	Mackeben Art	150.56	0.00	2,887.31	0.00	(2,887.31)	2,895.75	8.44
1205	Mackeben Reading	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1209	Mackeben Field Trips	0.00	0.00	4,875.00	3,935.00	(940.00)	3,121.46	2,181.46
1210	Mackeben Library	0.00	0.00	18,216.23	13,030.77	(5,185.46)	5,191.18	5.72
1240	Mackeben In & Out	207.57	0.00	745.13	566.90	(178.23)	361.76	183.53
1400	Heineman LRC	(5.22)	0.00	2,497.87	3,410.19	912.32	79.14	991.46
1401	Heineman Snow Hawks	0.00	0.00	17,065.00	18,159.00	1,094.00	2,908.63	4,002.63
1402	Heineman Play	0.00	0.00	0.00	0.00	0.00	0.00	71 0.00
1403	Heineman Yearbook	0.00	35.00	1,536.95	1,922.00	385.05	1,556.93	1,941.98
1404	Heineman PBIS	0.00	0.00	1,854.31	833.95	(1,020.36)	1,150.53	130.17
1405	Heineman Service Club	57.78	35.21	797.48	797.37	(0.11)	0.11	0.00
1406	Heineman Chorus/Band	1,887.57	0.00	28,533.80	32,677.00	4,143.20	4,105.00	8,248.20
1407	Heineman Wrestling	0.00	0.00	502.49	592.00	89.51	81.65	171.16
1408	Heineman Cheerleading	0.00	0.00	2,598.46	2,564.39	(34.07)	358.94	324.87
1409	Heineman Track	638.75	0.00	3,030.92	2,777.00	(253.92)	789.62	535.70
1410	Heineman Charitable Contributions	0.00	0.00	2,699.51	2,634.51	(65.00)	1,226.03	1,161.03
1411	Heineman Cross Country	0.00	0.00	800.58	812.00	11.42	258.53	269.95
1412	Heineman Volleyball	0.00	0.00	935.00	935.00	0.00	110.43	110.43
1413	Heineman PE	0.00	0.00	19,684.69	5,383.13	(14,301.56)	17,859.01	3,557.45
1414	Heineman Student Council	225.00	0.00	1,411.22	1,103.66	(307.56)	1,882.04	1,574.48
1416	Heineman Poms	0.00	0.00	1,003.97	777.61	(226.36)	971.56	745.20
1417	Heineman Girls Basketball	0.00	0.00	0.00	0.00	0.00	25.66	25.66
1418	Heineman Outdoor Activity	0.00	0.00	23,670.96	23,571.00	(99.96)	8,238.75	8,138.79
1419	Heineman Athletics	0.00	0.00	4,412.32	3,829.50	(582.82)	738.40	155.58
1420	Heineman Boys Basketball	0.00	0.00	1,626.06	1,827.50	201.44	1,472.88	1,674.32
1421	Heineman Ecology Club	0.00	0.00	0.00	0.00	0.00	35.43	35.43

Specialized Data Systems, Inc.

D:\ts\Huntley158\sds\8\Activity\Swf_BFFB.RPT

Fund Balance Report

Printed: 7/16/2024 2:23 PM

Huntley Community School District 158

Fund	Description	Month to Date		Year to Date		YTD Change	Fund Balance	
		Expense	Income	Expense	Income		Start of Year	Current
1422	Heineman Computer Lab	0.00	0.00	645.97	0.00	(645.97)	743.24	97.27
1423	Heineman Art Club	0.00	0.00	0.00	0.00	0.00	823.20	823.20
1425	Heineman Engineering Club	0.00	0.00	0.00	0.00	0.00	23.34	23.34
1440	Heineman In & Out	132.80	(35.21)	2,028.76	1,854.29	(174.47)	528.92	354.45
1441	Heineman Foods Club	0.00	0.00	682.64	416.75	(265.89)	1,309.74	1,043.85
1461	Heineman 6th Grade Team 1	0.00	0.00	116.55	168.14	51.59	316.91	368.50
1462	Heineman 6th Grade Team 2	0.00	0.00	197.90	168.14	(29.76)	254.56	224.80
1471	Heineman 7th Grade Team 1	47.26	(22.28)	97.76	145.86	48.10	961.00	1,009.10
1472	Heineman 7th Grade Team 2	194.60	22.28	564.27	190.42	(373.85)	373.85	0.00
1480	Heineman 8th Grade Trips	0.00	0.00	9,006.29	9,121.00	114.71	3,997.29	4,112.00
1481	Heineman 8th Grade Team 1	0.00	0.00	100.00	168.14	68.14	347.82	415.96
1482	Heineman 8th Grade Team 2	0.00	0.00	100.00	168.14	68.14	1,651.16	1,719.30
1701	Conley School Store	46.97	0.00	781.86	1,032.00	250.14	947.14	1,197.28
1702	Conley Pop	0.00	0.00	70.88	128.32	57.44	84.97	142.41
1703	Conley Recycling	0.00	0.00	0.00	0.00	0.00	106.94	106.94
1704	Conley PBIS	0.00	0.00	0.00	0.00	0.00	2.00	2.00
1706	Conley Band	91.92	(140.67)	2,523.41	2,529.62	6.21	1,771.46	1,777.67
1707	Conley Jean Fund	0.00	0.00	0.00	0.00	0.00	19.24	72 19.24
1708	Conley Disc Golf Club	0.00	0.00	1,644.04	1,968.00	323.96	0.00	323.96
1709	Conley Field Trips	0.00	0.00	3,917.50	4,410.00	492.50	228.78	721.28
1710	Conley Library	256.05	0.00	12,034.64	15,146.40	3,111.76	8,964.89	12,076.65
1712	Conley Art	275.61	0.00	1,473.04	1,643.24	170.20	2,723.12	2,893.32
1713	Conley Yearbook	0.00	0.00	36.95	1,325.00	1,288.05	1,403.39	2,691.44
1740	Conley In & Out	38.00	0.00	683.69	1,150.00	466.31	690.17	1,156.48
195	LIGHT Program	0.00	0.00	0.00	0.00	0.00	1,506.34	1,506.34
198	MS Orchestra District-wide	0.00	0.00	0.00	0.00	0.00	551.57	551.57
199	Preschool	356.69	0.00	2,021.64	1,099.62	(922.02)	3,755.29	2,833.27
202	Chesak Pop	0.00	0.00	0.00	52.80	52.80	85.00	137.80
203	Chesak Recycling	0.00	0.00	0.00	0.00	0.00	9.49	9.49
204	Chesak Art	5,675.92	0.00	5,908.17	2,386.94	(3,521.23)	6,677.22	3,155.99
205	Chesak Yearbook	0.00	0.00	0.00	0.00	0.00	0.00	0.00
206	Chesak Music	0.00	0.00	2,800.37	63.80	(2,736.57)	3,224.57	488.00
209	Chesak Field Trips	0.00	0.00	0.00	0.00	0.00	0.00	0.00
210	Chesak Library	0.00	0.00	17,413.53	17,552.88	139.35	16,201.10	16,340.45
212	Chesak Dine & Share	0.00	0.00	0.00	697.00	697.00	578.58	1,275.58
240	Chesak In & Out	0.00	0.00	10,744.52	10,227.34	(517.18)	3,909.59	3,392.41

Specialized Data Systems, Inc.

D:\ts\Huntley158\sds\8\Activity\Swf_BFFB.RPT

Fund Balance Report

Printed: 7/16/2024 2:23 PM

Huntley Community School District 158

Fund	Description	Month to Date		Year to Date		YTD Change	Fund Balance	
		Expense	Income	Expense	Income		Start of Year	Current
301	Leggee School Store	3,560.35	0.00	4,120.35	128.13	(3,992.22)	6,214.21	2,221.99
302	Leggee Pop	0.00	0.00	0.00	100.06	100.06	302.76	402.82
303	Leggee Recycling	0.00	0.00	0.00	0.00	0.00	15.92	15.92
304	Leggee Art	242.86	0.00	2,689.60	2,451.01	(238.59)	5,099.78	4,861.19
305	Leggee Chorus/Band	0.00	(140.67)	1,676.51	1,166.12	(510.39)	2,073.29	1,562.90
306	Leggee Fundraisers	0.00	0.00	0.00	286.00	286.00	265.10	551.10
307	Leggee Donations & Grants	0.00	0.00	85.41	500.00	414.59	2,281.04	2,695.63
308	Leggee Music	0.00	0.00	326.60	326.60	0.00	0.00	0.00
309	Leggee Field Trips	0.00	0.00	860.00	751.00	(109.00)	988.11	879.11
310	Leggee Library	459.67	0.00	16,503.52	20,881.72	4,378.20	5,545.78	9,923.98
311	Leggee Recreation	532.43	0.00	1,686.95	1,294.88	(392.07)	1,187.68	795.61
313	Leggee Yearbook	0.00	0.00	0.00	473.50	473.50	1,537.52	2,011.02
340	Leggee In & Out	449.98	0.00	458.95	1,304.08	845.13	90.26	935.39
400	Marlowe LRC	0.00	0.00	381.64	463.96	82.32	220.80	303.12
401	Marlowe Pop	279.60	101.39	2,007.72	1,982.28	(25.44)	397.82	372.38
402	Marlowe Fundraiser Funds	0.00	0.00	0.00	298.70	298.70	404.25	702.95
403	Marlowe Yearbook	1,104.46	67.08	5,461.41	1,827.08	(3,634.33)	3,876.60	242.27
404	Marlowe School Store	454.78	33.12	5,382.10	(1,177.88)	(6,559.98)	6,559.98	73 0.00
405	Marlowe Student Council	41.89	0.00	827.66	647.87	(179.79)	395.86	216.07
406	Marlowe Chorus/Band	666.02	1,000.00	76,918.06	77,837.76	919.70	23,491.89	24,411.59
407	Marlowe Wrestling	0.00	0.00	1,268.97	1,888.00	619.03	164.86	783.89
408	Marlowe Cheerleading	0.00	40.00	9,845.41	9,070.50	(774.91)	3,218.89	2,443.98
409	Marlowe Track	0.00	260.40	79.98	780.40	700.42	251.14	951.56
410	Marlowe Spanish Club	0.00	0.00	180.87	20.00	(160.87)	162.44	1.57
411	Marlowe Cross Country	0.00	212.20	178.78	1,079.60	900.82	7.43	908.25
412	Marlowe Volleyball	697.40	0.00	3,354.64	1,762.00	(1,592.64)	3,953.38	2,360.74
413	Marlowe Philanthropy	383.00	0.00	503.00	340.00	(163.00)	6,464.47	6,301.47
414	Marlowe Academic Club	0.00	0.00	30.00	0.00	(30.00)	41.68	11.68
415	Marlowe Play	0.00	0.00	97.63	608.00	510.37	6.37	516.74
416	Marlowe Service Club	100.91	0.00	205.81	0.00	(205.81)	1,210.86	1,005.05
417	Marlowe Girls Basketball	128.00	384.00	1,062.64	6,019.00	4,956.36	148.23	5,104.59
418	Marlowe Outdoor Activity	0.00	0.00	46,067.41	41,302.63	(4,764.78)	8,608.61	3,843.83
419	Marlowe Athletics	295.00	245.53	3,460.75	864.08	(2,596.67)	2,596.67	0.00
420	Marlowe Boys Basketball	2,288.45	296.00	11,718.55	12,300.00	581.45	18,596.82	19,178.27
421	Marlowe Snow Stangs	0.00	0.00	25,127.37	26,422.37	1,295.00	0.00	1,295.00
422	Marlowe Tech Lab	0.00	0.00	0.00	0.00	0.00	124.00	124.00

Specialized Data Systems, Inc.

D:\ts\Huntley158\sds\8\Activity\Swf_BFFB.RPT

Fund Balance Report

Printed: 7/16/2024 2:23 PM

Huntley Community School District 158

Fund	Description	Month to Date		Year to Date		YTD Change	Fund Balance	
		Expense	Income	Expense	Income		Start of Year	Current
423	Marlowe Art Class	0.00	0.00	0.00	715.00	715.00	1,175.78	1,890.78
424	Marlowe PE	0.00	0.00	7,098.84	8,953.00	1,854.16	6,784.12	8,638.28
425	Marlowe Ecology	0.00	0.00	0.00	0.00	0.00	0.00	0.00
426	Marlowe Poms	0.00	0.00	4,204.87	3,672.00	(532.87)	2,474.39	1,941.52
427	Marlowe Musical	0.00	0.00	1,949.12	986.00	(963.12)	964.07	0.95
428	Marlowe Chess Club	0.00	0.00	0.00	0.00	0.00	0.00	0.00
429	Marlowe Golf	0.00	0.00	3,248.00	3,249.00	1.00	0.00	1.00
430	Marlowe Boys Volleyball	0.00	0.00	0.00	0.00	0.00	0.00	0.00
440	Marlowe In & Out	392.00	25.00	523.88	304.80	(219.08)	327.57	108.49
441	Marlowe Foods Club	0.00	0.00	79.98	390.00	310.02	0.00	310.02
461	Marlowe 6th Grade	0.00	0.00	114.05	0.00	(114.05)	142.95	28.90
471	Marlowe 7th Grade	3,370.67	0.00	3,880.07	7,100.00	3,219.93	76.53	3,296.46
481	Marlowe 8th Grade	1,329.63	0.00	20,149.77	24,480.60	4,330.83	1,478.57	5,809.40
500	HS Leos Club	293.18	0.00	598.57	1,103.00	504.43	351.38	855.81
501	HS Raider Nation	0.00	0.00	2,113.80	2,113.80	0.00	0.00	0.00
502	HS Art	276.92	61.95	356.92	61.95	(294.97)	294.97	0.00
503	HS Yearbook	0.00	77.84	957.86	1,946.23	988.37	1,347.20	2,335.57
504	HS Girls Cross Country	0.00	0.00	0.00	1,934.39	1,934.39	0.00	74,1,934.39
505	HS Student Council	4,736.82	0.00	173,699.72	160,547.07	(13,152.65)	49,730.57	36,577.92
506	HS Chorus	0.00	0.00	388.00	100.00	(288.00)	467.60	179.60
507	HS Color Guards	0.00	0.00	0.00	0.00	0.00	0.00	0.00
508	HS Pop	0.00	104.20	1,878.64	1,613.80	(264.84)	771.59	506.75
509	HS Math Club	0.00	0.00	170.34	800.00	629.66	1,008.46	1,638.12
510	HS Girls Golf	0.00	692.00	5,610.75	7,025.30	1,414.55	3,299.07	4,713.62
511	HS Drama Club	514.30	0.00	14,232.12	17,947.71	3,715.59	344.88	4,060.47
512	HS Pom Pons	4,160.30	8,035.80	33,964.50	70,670.48	36,705.98	3.10	36,709.08
513	HS SnowRaiders Club	0.00	0.00	51,805.48	52,810.72	1,005.24	5,552.73	6,557.97
514	HS Spanish Honor Society	0.00	0.00	149.87	0.00	(149.87)	669.46	519.59
515	HS Boys Track	1,140.81	250.00	13,908.22	12,440.48	(1,467.74)	6,566.55	5,098.81
516	HS Activities Director	0.00	(61.95)	5,290.96	1,905.41	(3,385.55)	13,327.29	9,941.74
517	HS HOSA Medical Club	118.56	0.00	3,745.46	2,935.49	(809.97)	2,738.89	1,928.92
518	HS NHS	689.20	0.00	5,711.48	6,823.18	1,111.70	2,379.48	3,491.18
519	HS Co-Op (VICA)	0.00	0.00	3,187.19	320.00	(2,867.19)	7,739.62	4,872.43
520	HS Musical	0.00	0.00	0.00	0.00	0.00	479.17	479.17
521	HS Athletic Varsity	9,210.69	542.09	79,469.68	81,407.52	1,937.84	11,488.50	13,426.34
522	HS Girls Volleyball	2,069.05	5,217.60	42,878.05	54,706.21	11,828.16	3,037.26	14,865.42

Specialized Data Systems, Inc.

D:\ts\Huntley158\sds\8\Activity\Swf_BFFB.RPT

Fund Balance Report

Printed: 7/16/2024 2:23 PM

Huntley Community School District 158

Fund	Description	Month to Date		Year to Date		YTD Change	Fund Balance	
		Expense	Income	Expense	Income		Start of Year	Current
523	HS Boys Golf	0.00	500.00	5,733.33	7,922.80	2,189.47	1,965.76	4,155.23
524	HS Softball	192.73	0.00	8,592.30	17,106.60	8,514.30	5,671.27	14,185.57
525	HS Baseball	4,811.99	1,843.20	24,735.94	26,867.18	2,131.24	4,117.89	6,249.13
526	HS Girls Basketball	2,529.07	2,092.80	31,103.53	44,020.07	12,916.54	4,272.55	17,189.09
527	HS Boys Basketball	3,251.55	4,412.40	52,529.13	71,910.45	19,381.32	7,621.25	27,002.57
528	HS Cheerleading	25,990.00	25,128.00	92,517.91	119,488.84	26,970.93	24,263.94	51,234.87
529	HS Wrestling	4,439.00	1,421.60	20,869.98	31,072.88	10,202.90	13,832.99	24,035.89
530	HS Boys Cross Country	54.40	1,152.00	3,641.20	8,659.24	5,018.04	2,237.82	7,255.86
531	HS FBLA	0.00	0.00	0.00	0.00	0.00	8,852.41	8,852.41
532	Heuck Memorial Scholarship	0.00	0.00	1,500.00	2,316.36	816.36	0.00	816.36
533	HS Speech	0.00	0.00	391.99	0.00	(391.99)	2,288.46	1,896.47
534	HS Academic Team	0.00	0.00	236.45	100.00	(136.45)	308.76	172.31
535	HS Journalism	357.08	0.00	38,013.17	36,328.30	(1,684.87)	2,981.50	1,296.63
536	HS Soccer	278.82	6,634.00	56,487.47	62,995.79	6,508.32	73,010.00	79,518.32
537	HS Field Trips	795.00	0.00	3,595.00	4,168.00	573.00	1,009.75	1,582.75
538	HS Football	10,298.10	14,104.08	172,005.48	222,834.44	50,828.96	12,146.83	62,975.79
539	HS Special Olympics	0.00	0.00	0.00	0.00	0.00	445.09	445.09
540	HS In & Out	0.00	0.00	2,597.20	3,050.86	453.66	1,250.71	75,1704.37
541	HS Industrial Arts	0.00	0.00	13,372.10	14,182.92	810.82	1,353.50	2,164.32
542	HS Wellness	28,318.87	415.30	65,357.28	41,440.96	(23,916.32)	32,474.35	8,558.03
543	HS Girls Track	5,298.63	1,339.20	28,597.52	27,834.56	(762.96)	7,626.95	6,863.99
544	HS Blooms Courtyard	0.00	0.00	0.00	0.00	0.00	540.90	540.90
545	HS Girls Tennis	0.00	1,444.80	7,053.43	9,769.86	2,716.43	364.15	3,080.58
546	HS Media Center	0.00	0.00	0.00	55.00	55.00	1,727.25	1,782.25
547	HS Buddies Club	449.28	0.00	3,365.04	2,125.69	(1,239.35)	1,627.59	388.24
548	HS Robotics Club	0.00	384.00	1,842.09	1,092.00	(750.09)	3,912.59	3,162.50
549	HS Assessments	76,196.91	0.00	82,883.02	77,943.28	(4,939.74)	25,099.84	20,160.10
550	HS Community Service Club	28.44	0.00	773.21	720.00	(53.21)	2,787.78	2,734.57
551	HS Custom Designs	184.53	0.00	558.75	544.60	(14.15)	1,972.27	1,958.12
552	HS Orchesis Club	49.98	0.00	3,915.67	4,980.60	1,064.93	2,879.15	3,944.08
553	HS Environmental Club	0.00	144.00	335.59	203.46	(132.13)	543.63	411.50
554	HS Art Club	0.00	0.00	631.80	782.00	150.20	465.74	615.94
555	HS Boys Lacrosse	199.92	(1,745.00)	4,872.52	11,857.00	6,984.48	873.33	7,857.81
556	HS Marching Band	281.20	7,765.60	13,144.27	34,159.20	21,014.93	7,399.92	28,414.85
557	HS Culinary Club	0.00	0.00	0.00	0.00	0.00	67.50	67.50
558	HS Fashion Club	0.00	0.00	22.92	0.00	(22.92)	485.73	462.81

Specialized Data Systems, Inc.

D:\ts\Huntley158\sds\8\Activity\Swf_BFFB.RPT

Fund Balance Report

Printed: 7/16/2024 2:23 PM

Huntley Community School District 158

Fund	Description	Month to Date		Year to Date		YTD Change	Fund Balance	
		Expense	Income	Expense	Income		Start of Year	Current
559	HS Social Studies Trips	0.00	0.00	2,393.60	0.00	(2,393.60)	3,202.87	809.27
560	HS PBIS Raider Way	0.00	0.00	172.18	90.00	(82.18)	2,607.88	2,525.70
561	HS Girls Bowling	0.00	0.00	2,294.39	3,697.13	1,402.74	540.52	1,943.26
562	HS Girls Swimming	0.00	0.00	8,154.81	9,357.43	1,202.62	523.49	1,726.11
563	HS Fishing Club	524.99	0.00	2,183.04	2,230.00	46.96	0.77	47.73
564	HS Science Club	0.00	0.00	0.00	0.00	0.00	3,222.97	3,222.97
565	HS Hope Squad	83.92	0.00	5,297.87	6,244.34	946.47	1,657.42	2,603.89
566	HS Horticulture Club	0.00	0.00	531.14	634.67	103.53	3,190.54	3,294.07
567	HS Orchestra	0.00	0.00	1,250.00	646.74	(603.26)	1,124.81	521.55
568	HS Medical Academy	0.00	0.00	1,513.19	3,288.00	1,774.81	1,250.01	3,024.82
569	HS Athletic Trainers	0.00	0.00	93.83	107.00	13.17	0.00	13.17
570	HS SES Program	0.00	0.00	606.53	172.63	(433.90)	714.90	281.00
571	HS Girls Lacrosse	5,714.89	2,047.40	13,739.16	17,383.90	3,644.74	14,291.83	17,936.57
572	HS Autos Club	0.00	0.00	2,228.39	2,914.40	686.01	1,610.09	2,296.10
573	HS Boys Volleyball	392.25	605.20	2,200.20	4,866.34	2,666.14	468.16	3,134.30
574	HS Life Skills	0.00	0.00	102.93	39.35	(63.58)	350.82	287.24
575	HS Job Skills	645.39	0.00	1,691.50	5,977.00	4,285.50	888.74	5,174.24
576	HS Chess Team	374.80	0.00	2,894.67	3,275.72	381.05	846.15	76,1,227.20
577	HS Boys Bowling	0.00	1,785.60	0.00	2,581.90	2,581.90	202.84	2,784.74
578	HS Boys Tennis	318.42	0.00	1,736.04	2,212.50	476.46	0.00	476.46
579	HS Boys Swimming	0.00	0.00	1,349.30	1,888.74	539.44	0.00	539.44
598	HS Incubator Pgm	253.86	0.00	2,639.19	5,000.00	2,360.81	35,011.34	37,372.15
599	HS Senior Class Gift	17,154.60	474.90	36,543.14	28,968.34	(7,574.80)	8,742.94	1,168.14
701	Martin School Store	91.29	1,540.00	3,103.54	1,840.00	(1,263.54)	4,685.97	3,422.43
702	Martin Pop	0.00	0.00	87.30	146.74	59.44	395.87	455.31
704	Martin Art	560.51	0.00	2,114.62	2,231.68	117.06	6,980.65	7,097.71
706	Martin Band	422.02	281.34	2,433.67	4,567.76	2,134.09	1,358.23	3,492.32
709	Martin Fieldtrips	0.00	0.00	5,882.00	6,239.00	357.00	3,125.05	3,482.05
710	Martin Library	0.00	102.00	22,259.95	21,513.16	(746.79)	13,432.25	12,685.46
712	Martin Fundraising	357.07	0.00	10,445.17	4,345.05	(6,100.12)	8,637.69	2,537.57
713	Martin Yearbook	0.00	0.00	0.00	366.00	366.00	4,271.34	4,637.34
714	Martin Wellness	0.00	0.00	1,310.91	1,344.00	33.09	0.00	33.09
740	Martin In & Out	0.00	308.07	1,872.00	2,182.07	310.07	371.35	681.42
		<u>\$242,920.85</u>	<u>\$95,197.07</u>	<u>\$1,812,364.92</u>	<u>\$1,991,096.16</u>	<u>\$178,731.24</u>	<u>\$842,451.21</u>	<u>\$1,021,182.45</u>



Huntley Community School District 158

650 Dr. John Burkey Drive (formerly Academic Drive)
 Algonquin, Illinois 60102
 (847) 659-6158 • huntley158.org

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: August 1, 2024

Subject: **FY25 Display Budget & 5-Year Plan - Summary Memorandum**
 Committee of the Whole Meeting, August 1, 2024
 Finance Committee

We are pleased to present the FY25 Display Draft of the budget. This budget continues to reflect the focus and commitment to our staff and students. The Tentative Draft of the FY25 Budget was presented in June. This draft, versus the last drafts, reflects minor changes in revenue and the levy year assumptions for CPI, an adjustment to the capital Bus Purchases account as well as numerous reclasses based upon trended FY24 actuals and needs in different departmental accounts. Please see below for a detailed chart on the material changes in this budget from the last draft. In addition, the forecast years of FY26-FY29 are presented.

Please note, the majority of this memo remains unchanged from the last Board presentation, as it continues to include assumptions, continued unknowns and risks, additional adjustments and the budget timeline. Over the remaining drafts of the budget, the 5-year plan assumptions will be modified slightly to provide the Board various scenarios under certain assumptions. Unfortunately, because of continued unknowns such as the State’s allocation of the Evidence Based Formula, uncertainty continues as there will be future financial implications materially impacting the District’s financial position. As this information becomes available, this budget will be modified as appropriate.

A summary of the operating results follows. Please note that for comparative purposes, presented are the FY21 through FY23 Actuals, the FY24 Budget as well as the current FY25 Budget Drafts.

	FY21 Actuals	FY 22 Actuals	FY 23 Actual	FY 24 Budget	FY 25 Budget - Draft I	FY 25 Tentative Budget	FY 25 Display Budget
Operating Revenues	\$ 109,076,678	\$ 115,749,184	\$ 121,501,303	\$ 129,182,658	\$ 134,981,449	\$ 135,527,008	\$ 135,578,620
Operating Expenditures	\$ 107,038,957	\$ 116,477,309	\$ 123,158,926	\$ 127,488,898	\$ 133,818,020	\$ 134,009,276	\$ 133,321,276
Operating Surplus (Deficit)	\$ 2,037,721	\$ (728,125)	\$ (1,657,623)	\$ 1,693,760	\$ 1,163,429	\$ 1,517,732	\$ 2,257,344
Beginning Fund Balance	\$ 36,942,689	\$ 39,034,950	\$ 38,385,375	\$ 36,727,752	\$ 38,421,512	\$ 38,421,512	\$ 38,421,512
Ending Fund Balance	\$ 38,980,410	\$ 38,306,825	\$ 36,727,752	\$ 38,421,512	\$ 39,584,941	\$ 39,939,244	\$ 40,678,856
Reserve for Replacement	\$ (4,100,000)	\$ (4,100,000)	\$ (4,100,000)	\$ (4,100,000)	\$ (4,100,000)	\$ (4,100,000)	\$ (4,100,000)
Unrestricted Fund Balance	\$ 34,880,410	\$ 34,206,825	\$ 32,627,752	\$ 34,321,512	\$ 35,484,941	\$ 35,839,244	\$ 36,578,856

Operational efficiencies continue to be a focus throughout the district. In this budget, several of those operational efficiencies have resulted in expense reduction. Line items such as Telephone, Electric, Software Technology and Curriculum General Purchased Services have been reduced in the FY25 Budget. Other line items such as Fuel, Contracted Teacher Services and other operational efficiencies that have been identified will be reduced in subsequent drafts of the budget.

For your review, outlined below is a summary of the FY25 Budget and 5-Year Plan as well as several attachments that will help guide you through the document.

The following documents supporting the District's FY25 Budget & 5-Year Plan are as follows:

- I. Budget & 5-Year Plan Assumptions & Summary - Below
- II. The FY25 Display Budget & 5-Year Plan - Draft I by Fund – This document includes Aggregate Operating Projections for the Operating Funds and summaries of each fund as well as Charts and Graphs providing a visual perspective of the FY25 Budget.

Modifications of the FY25 Budget

Draft 1 of the FY25 Budget had numerous material modifications to Property Taxes, State Revenues, Health Insurance, Salaries & Benefits, adjustments related to operational efficiencies as well as various other material line items. The Tentative Draft modifications included increases to Impact Fees and Interest Earnings based upon the improved economy as well as expense line item adjustments in various accounts based upon trended actuals. This draft reflects the following material modifications from the Tentative Draft of the FY25 Budget.

Revenues	Fav(Unfav)	
Step Grant Special Services	50,000	Increase based upon trended actuals and estimates from State
<i>Increase in Revenues</i>	50,000	
Expenses	Fav(Unfav)	
Bus Purchases	700,000	Reduced based upon expected need combined with expected grants
<i>Increase in Expenses</i>	700,000	

Budget Assumptions & Summary

As with prior years, the FY25 Budget continues to reflect the strategic plan of the District. This Budget Draft includes annual funds to cover the replacement of Chromebooks, additional resources as a result of increased needs in Curriculum and Special Education, ongoing maintenance projects in line with the District's Deferred Maintenance Plan as well as technology infrastructure upgrades and replacement.

The FY25 Display Budget reflects the following material assumptions:

Revenue Assumptions

- ✓ The final 2023 Levy has been approved by the Board as well as finalized by Kane & McHenry Counties. As such, the levy has been extended at 5.0% with New Construction at \$31.48M for the 2023 levy. In addition, CPI is capped for the 2024 Levy at 3.4%, which is reflected within this draft. Furthermore, New Construction is estimated at \$15M down to \$12.5M in the out years, **with the remaining years of CPI estimated to decline from 3.4% to 2% for all remaining levy years through LY29.**
- ✓ As part of the 2023 levy and the legislative PTAB Adjustment and Certificate of Error Bill that was passed a few years ago, the revenue recapture approximates \$153k which has been included within this draft.
- ✓ State funding reflects the annual hold harmless with the additional Evidence Based Funding Model (EBF) of \$2.82M per year. ***Please note, during fiscal year 2023, the District moved from Tier II to Tier I adequacy level. In addition, in fiscal year 2024, as a result of districts' movement within the State's EBF funding formula, the District's increase in funding level from the State increased from \$1.23M per year to \$2.82M per year. For FY25, the District anticipates these dollars to remain approximately the same for FY25 decreasing back to \$1.23M in the forecast years. Administration will continue to monitor this and adjust as appropriate.***
- ✓ State Categorical Funding remains relatively flat with the FY25 Budget, with the District budgeting the receipt of all four payments and continuing this trend through the forecast years.
- ✓ FY25 Interest earnings are budgeted to increase \$500k over the FY24 Budget at \$1.0M based upon current market conditions. Based upon current investments and trends, this may be adjusted again as we get closer to finalizing the budget.

In addition, please note that with the Coronavirus Aid, Relief, and Economic Security (CARES) Act, the District received several allocations under Title I, Part A of the Elementary and Secondary Education Act (ESSER). In prior years, these funds and the related expenditures were budgeted accordingly. In FY25, the majority of these funds, approximating \$1.38M have expired. As such, the related revenues and expenditures have been eliminated.

Expenditure Assumptions

- ✓ **Salaries reflect the District's collective bargaining agreements (CBA) and remain flat at 3.5% throughout the forecast years not under agreement. Non-union employees are budgeted to follow the HESPA CBA. In addition, estimated savings associated with HEA retirements over the contract period have been reflected.**
- ✓ For FY25 and throughout the forecast years, due to the rising cost of healthcare, and this past years' experience, Health Insurance is budgeted to increase approximately 15.4% from the FY24 Budget of \$12.3M to \$14.2M in FY25, with a 7% annual increase in the forecast years. **Additional information regarding Health Insurance follows.**
- ✓ Property & Liability and Workers Compensation Insurance is budgeted to actual for FY25 and at a 5% increase throughout the forecast years.
- ✓ Technology Equipment and Curriculum Materials and Adoptions reflect each department's 5-Year Plan forecast based on anticipated needs such as technology infrastructure replacement and/or curriculum needs and adoptions.
- ✓ Capital Expenditures for Operations and Maintenance are budgeted at \$2.3M and approximates an \$800k decrease from prior year. Large capital projects expected for FY25 primarily include asphalt repair and replacement and carpet replacement at various buildings throughout the district. Please note, that this may change depending upon additional needs identified and/or unknown budget constraints that arise.

The FY25 Display Budget reflects an Operating surplus of approximately \$2.25M. Please note, additional risks and challenges remain. Please see below.

Budget Summary

Revenues

FY25 Operating Revenues are budgeted to increase approximately \$6.39M or 4.95%.

Local Revenues are expected to increase by \$5.1M, primarily the result of an increase in levy dollars of \$4.6M and \$500k of Interest Earnings.

Property Tax Revenues are budgeted to increase \$4.6M primarily the result of the 2023 Levy combined with the revenue assumption inputs above for CPI and new construction.

State Revenues are increasing by approximately \$2.8M the result of the annual increase in the State's Evidence Based Funding (EBF) formula.

Federal Revenues are expected to decrease by approximately (\$1.58M), primarily driven by the reduction of ESSER and ARP dollars of \$1.38M. Other Federal revenue, such as Medicaid is budgeted to decline approximately \$200k based upon current collections and the revised funding formula for Medicaid.



Huntley Community School District 158

650 Dr. John Burkey Drive (formerly Academic Drive)
 Algonquin, Illinois 60102
 (847) 659-6158 • huntley158.org

Expenses

Operating Expenditures are budgeted to increase approximately \$5.8M versus the FY24 Budget, primarily driven by the increase in Salaries & Benefits offset by the decrease in the related ARP and ESSER dollars noted above. Please see below:

Salaries and Benefits within the FY25 Budget increased \$7.5M due to the following:

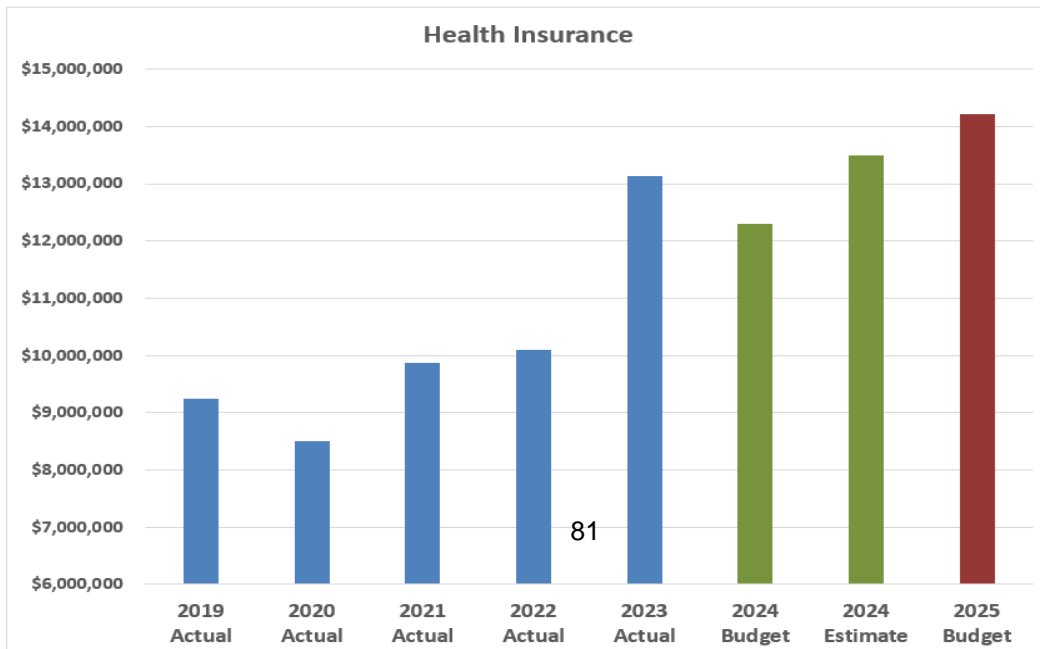
- ✓ HEA, HESPA and Non-Union salary increases of approximately \$4.6M.
- ✓ Benefits increased \$2.5M primarily due to the 15.4% increase in Health Insurance approximating \$1.9M as well as the in TRS and IMRF related to salary increase.

Health Insurance

The FY25 Tentative Budget for Health Insurance approximates \$14.2M, or 10.6% of the District’s budget. A history of Healthcare Expenses dating back to FY2019 follows. Over the last several years, the District has experienced a significant increase in medical claims. The 2025 Budget is based upon our current trended claims for FY24, plus an additional 7% for FY 2025. As we get closer to finalizing the FY25 Budget, this number will be modified as needed.

Below is a chart that outlines Health Insurance Claims from FY19 through the FY25 Budget. FY24 is presented as both the FY24 Budget and the year-end estimate. In addition, please note that with the FY21-24 HEA Contract, the % of Health Insurance covered by the district, for E+1 and Family, increased to 75% from 70% starting January 1, 2023 which did increase the Board paid insurance. Furthermore, in FY23, the District experienced a significant increase in Health Claims, the result of a combination of delays in healthcare as a result of COVID and a significant increase in the number of large claimants (those with claims in excess of \$50k). In FY24, the District continues to have a significant number of large claimants resulting in increased costs.

5 Year-History of Health Insurance Expense



Purchased Services is budgeted to decrease approximately (\$460k) over the FY24 Budget primarily due to a (\$305k) decrease in ESSER/ARP related expenditures, a decrease in Teacher Contracted Services by (\$200k) a decrease in Buildings Small Projects by (\$125k), a decrease in Telephone by approximately (\$96k), a decrease in Property & Liability Insurance by (\$46k) offset by an estimated \$141k increase in purchased services within the Technology Department, \$60k increase in the needs of Testing & assessment and an approximate \$53k increase in Contract Custodial.

Supplies & Materials is budgeted to increase \$243k versus the FY24 Budget primarily driven by a decrease in ESSER/ARP related expenditures of approximately (\$240k), a decrease in Software technology of (\$180k), a decrease in Electricity of (\$50k) offset by an increase in Natural Gas of \$58k, New Adoptions of \$500k for a planned literacy adoption) and an increase in Technology Inventory Equipment of \$242k.

Capital Outlay is currently budgeted to decrease (\$1.49M) versus the FY24 Budget at \$2.78M. The budgeted amount for FY25 will address \$400k of additional buses (see above), asphalt repair and replacement and new carpeting at various buildings throughout the district. As more information is received from the State as well as the overall budget position, the Capital Outlay line item will be evaluated and adjusted as appropriate.

Other Objects is currently budgeted to remain flat with the FY24 Budget. Other Objects cover expenses such as Private Facility, Room & Board, and Out of District Tuition and will be adjusted in future budget drafts.

As a result, the current FY25 Budget reflects a current Operating Surplus of \$2.25M. Please know that this amount will change as a result of future unknowns and adjustments. Please see below.

Continued Unknowns and Risks with the FY25 Budget:

- State revenues (EBF) have yet to be finalized. There is no guarantee that we will remain Tier I and there is no guarantee that the District will receive a similar allotment as prior year. The State did approve its budget, setting aside the standard annual \$350M in additional education funding, but has yet to finalize the Evidence Based Funding Calculation. As more information becomes available, the Budget will be adjusted.
- Special education costs associated with Private Tuition and Room & Board will not be finalized until August when all placements are solidified.
- Health Insurance and the related risks associated with being self-insured are always uncertain.
- The overall health of the economy and the related financial impact (next year's CPI, interest earnings, new construction, etc.)

Future Adjustments

- ✓ All other State Grants including final State funding
- ✓ Finalizing the Transportation Claim
- ✓ The IDEA Grant
- ✓ Final Special Education estimates
- ✓ Department Allocations – Once the Budget is near final, each Department will have the opportunity to reclass budgeted expenditures between accounts within their budget based on their estimated need; i.e., supplies, travel, dues & fees, etc.

Budget Timeline

The budget timeline for presenting and submitting a final FY25 Budget in September, 2024 follows:

August – Display draft of the FY25 Budget presented

September – Final Budget adopted by the Board

5-Year Plan

The attached budget document includes 5-Year Plan information for the years FY25-FY29. The Forecast years of FY26-29 are presented with input assumptions for material revenues and expenditures. Beyond FY25, material line items from Curriculum, Operations and Maintenance and Technology have been adjusted, reflecting each department's 5-year needs. For example, the Operation's & Maintenance Department has outlined their capital needs over the next 5 years in line with our Deferred Maintenance Plan, which includes such things as asphalt repair and replacement, mechanical needs as well as carpet replacement. Thus, this forecast currently reflects the all needs in of the district. Please note, Operation's & Maintenance is presenting their annual updated Deferred Maintenance Plan at this August Board Meeting.

Please note, this 5-year plan does not currently reflect future budget cuts, including headcount reductions related to declining enrollment.

If you have any questions, comments and/or suggestions, please feel free to reach out to me before the upcoming meeting.



HUNTLEY

COMMUNITY SCHOOL DISTRICT **158**

FY25 Display Budget
Presented: August 1, 2024



Educational | O & M | Transportation | IMRF / SS | Working Cash | Tort

Huntley Community School District 158 | Display Budget FY25 - 072224

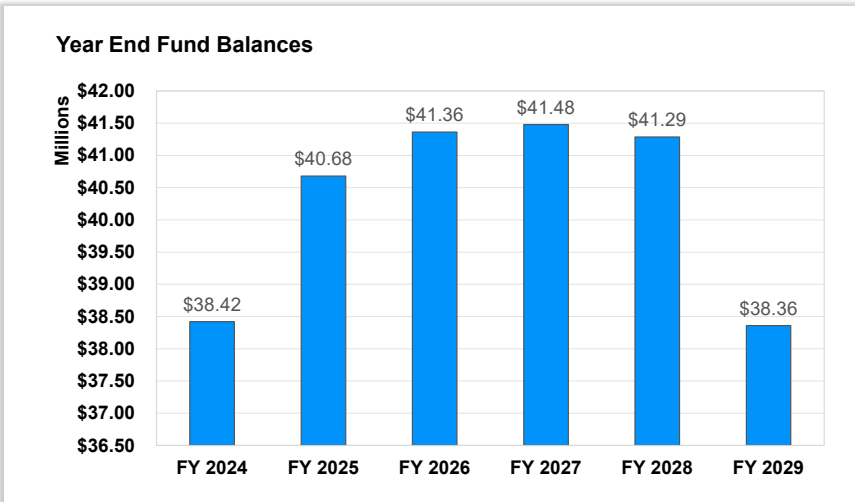
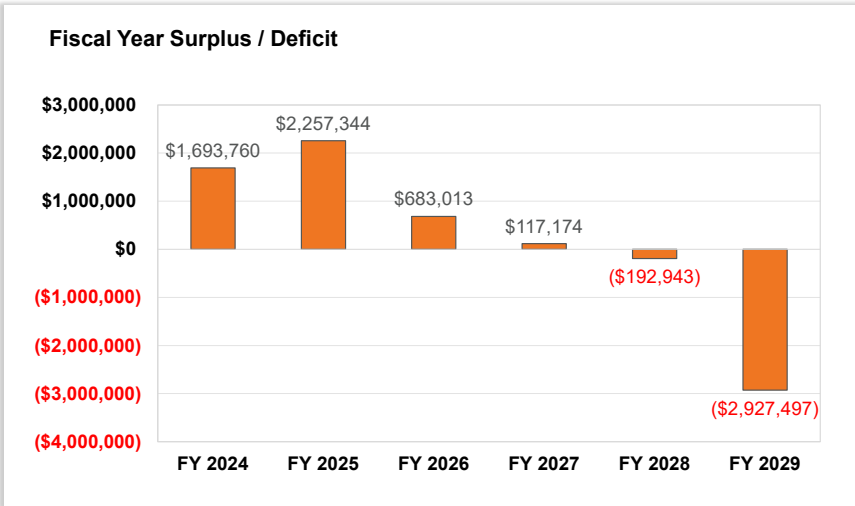
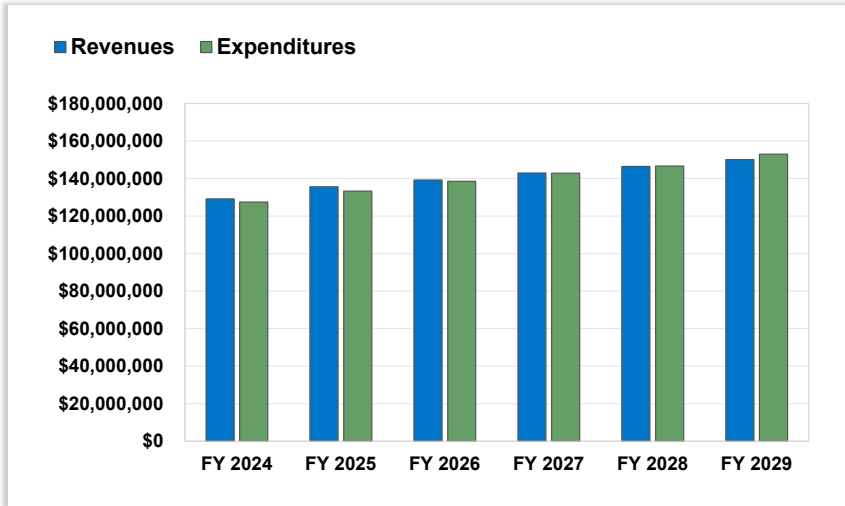
Projection Summary

	BUDGET	PROJECTED	PROJECTED		PROJECTED		PROJECTED		PROJECTED		
	FY 2024	FY 2025	% Δ	FY 2026	% Δ	FY 2027	% Δ	FY 2028	% Δ	FY 2029	% Δ
REVENUE											
Local	\$85,876,808	\$91,024,906	5.99%	\$93,435,694	2.65%	\$95,892,596	2.63%	\$98,230,873	2.44%	\$100,559,373	2.37%
State	\$37,750,481	\$40,583,939	7.51%	\$41,813,939	3.03%	\$43,043,939	2.94%	\$44,273,939	2.86%	\$45,503,939	2.78%
Federal	\$5,555,369	\$3,969,775	-28.54%	\$3,969,775	0.00%	\$3,969,775	0.00%	\$3,969,775	0.00%	\$3,969,775	0.00%
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$129,182,658	\$135,578,620	4.95%	\$139,219,408	2.69%	\$142,906,310	2.65%	\$146,474,587	2.50%	\$150,033,087	2.43%
EXPENDITURES											
Salary and Benefit Costs	\$98,058,705	\$105,576,795	7.67%	\$111,218,632	5.34%	\$115,158,458	3.54%	\$119,538,372	3.80%	\$124,214,982	3.91%
Other	\$29,430,192	\$27,744,481	-5.73%	\$27,317,762	-1.54%	\$27,630,678	1.15%	\$27,129,158	-1.82%	\$28,745,602	5.96%
TOTAL EXPENDITURES	\$127,488,898	\$133,321,276	4.57%	\$138,536,394	3.91%	\$142,789,136	3.07%	\$146,667,530	2.72%	\$152,960,584	4.29%
SURPLUS / DEFICIT	\$1,693,760	\$2,257,344		\$683,013		\$117,174		(\$192,943)		(\$2,927,497)	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0		\$0		\$0		\$0		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$1,693,760	\$2,257,344		\$683,013		\$117,174		(\$192,943)		(\$2,927,497)	
BEGINNING FUND BALANCE	\$36,727,752	\$38,421,512		\$40,678,856		\$41,361,870		\$41,479,043		\$41,286,100	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0	
PROJECTED YEAR END BALANCE	\$38,421,512	\$40,678,856		\$41,361,870		\$41,479,043		\$41,286,100		\$38,358,603	
FUND BALANCE AS % OF EXPENDITURES	30.14%	30.51%		29.86%		29.05%		28.15%		25.08%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	3.62	3.66		3.58		3.49		3.38		3.01	

Educational | O & M | Transportation | IMRF / SS | Working Cash | Tort

Huntley Community School District 158 | Display Budget FY25 - 072224

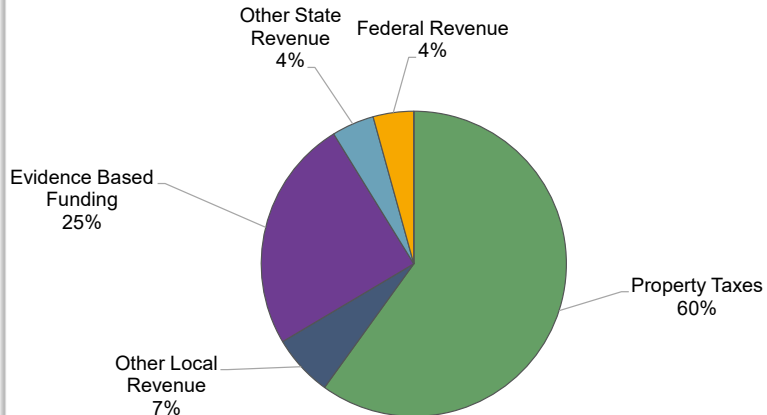
Projection Summary



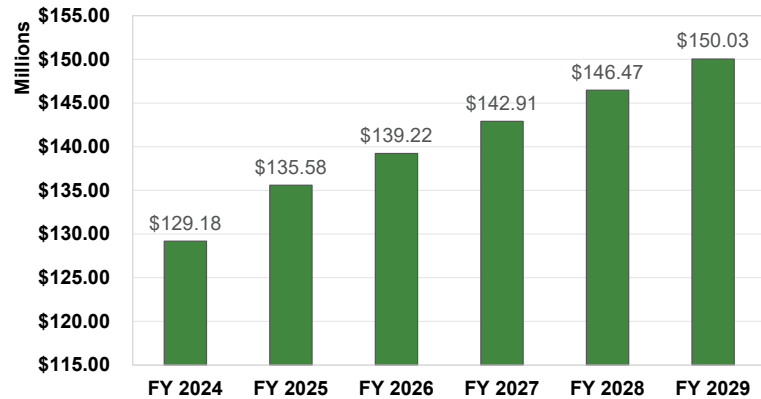
Revenue Analysis

	BUDGET	PROJECTED	PROJECTED		PROJECTED		PROJECTED		PROJECTED		
	FY 2024	FY 2025	% Δ	FY 2026	% Δ	FY 2027	% Δ	FY 2028	% Δ	FY 2029	% Δ
LOCAL											
Property Taxes	\$77,448,228	\$82,050,767	5.94%	\$85,007,114	3.60%	\$87,464,016	2.89%	\$89,802,293	2.67%	\$92,130,793	2.59%
Other Local Revenue	\$8,428,580	\$8,974,139	6.47%	\$8,428,580	-6.08%	\$8,428,580	0.00%	\$8,428,580	0.00%	\$8,428,580	0.00%
TOTAL LOCAL REVENUE	\$85,876,808	\$91,024,906	5.99%	\$93,435,694	2.65%	\$95,892,596	2.63%	\$98,230,873	2.44%	\$100,559,373	2.37%
STATE											
Evidence Based Funding	\$31,938,661	\$34,761,677	8.84%	\$35,991,677	3.54%	\$37,221,677	3.42%	\$38,451,677	3.30%	\$39,681,677	3.20%
Other State Revenue	\$5,811,820	\$5,822,262	0.18%	\$5,822,262	0.00%	\$5,822,262	0.00%	\$5,822,262	0.00%	\$5,822,262	0.00%
TOTAL STATE REVENUE	\$37,750,481	\$40,583,939	7.51%	\$41,813,939	3.03%	\$43,043,939	2.94%	\$44,273,939	2.86%	\$45,503,939	2.78%
TOTAL FEDERAL REVENUE	\$5,555,369	\$3,969,775	-28.54%	\$3,969,775	0.00%	\$3,969,775	0.00%	\$3,969,775	0.00%	\$3,969,775	0.00%
FLOW-THROUGH REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$129,182,658	\$135,578,620	4.95%	\$139,219,408	2.69%	\$142,906,310	2.65%	\$146,474,587	2.50%	\$150,033,087	2.43%

Budgeted Revenue Allocation by Source



Revenue Projection

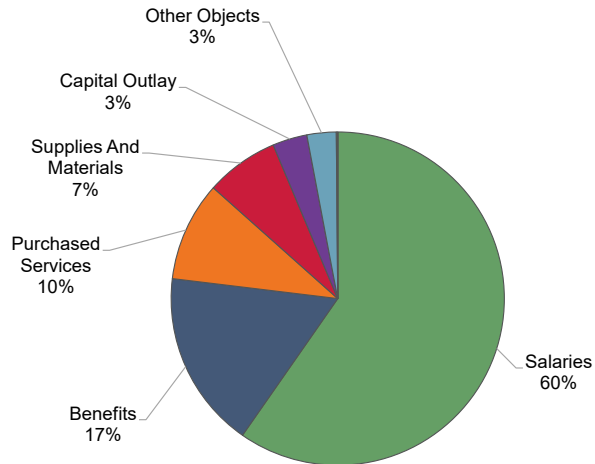


Huntley Community School District 158 | Display Budget FY25 - 072224

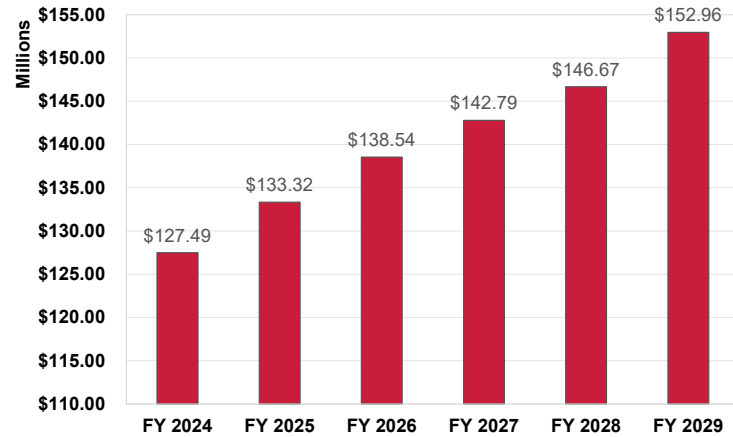
Expenditure Analysis

	BUDGET FY 2024	PROJECTED FY 2025	% Δ	PROJECTED FY 2026	% Δ	PROJECTED FY 2027	% Δ	PROJECTED FY 2028	% Δ	PROJECTED FY 2029	% Δ
Salaries	\$76,095,845	\$81,071,209	6.54%	\$85,247,872	5.15%	\$87,800,931	2.99%	\$90,658,588	3.25%	\$93,719,763	3.38%
Benefits	\$21,962,860	\$24,505,586	11.58%	\$25,970,760	5.98%	\$27,357,527	5.34%	\$28,879,783	5.56%	\$30,495,218	5.59%
TOTAL SALARIES & BENEFITS	\$98,058,705	\$105,576,795	7.67%	\$111,218,632	5.34%	\$115,158,458	3.54%	\$119,538,372	3.80%	\$124,214,982	3.91%
Purchased Services	\$12,316,750	\$11,856,137	-3.74%	\$11,879,398	0.20%	\$11,949,491	0.59%	\$12,024,098	0.62%	\$12,103,413	0.66%
Supplies And Materials	\$9,043,788	\$9,287,057	2.69%	\$9,164,182	-1.32%	\$8,392,251	-8.42%	\$8,507,251	1.37%	\$8,972,251	5.47%
Capital Outlay	\$4,275,972	\$2,780,105	-34.98%	\$2,453,000	-11.77%	\$3,467,754	41.37%	\$2,776,627	-19.93%	\$3,848,756	38.61%
Other Objects	\$3,619,730	\$3,647,230	0.76%	\$3,647,230	0.00%	\$3,647,230	0.00%	\$3,647,230	0.00%	\$3,647,230	0.00%
Non-Capitalized Equipment	\$173,952	\$173,952	0.00%	\$173,952	0.00%	\$173,952	0.00%	\$173,952	0.00%	\$173,952	0.00%
Termination Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
Provision For Contingencies	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL ALL OTHER	\$29,430,192	\$27,744,481	-5.73%	\$27,317,762	-1.54%	\$27,630,678	1.15%	\$27,129,158	-1.82%	\$28,745,602	5.96%
TOTAL EXPENDITURES	\$127,488,898	\$133,321,276	4.57%	\$138,536,394	3.91%	\$142,789,136	3.07%	\$146,667,530	2.72%	\$152,960,584	4.29%

Budgeted Expenditure Allocation by Object



Expenditure Projection



Educational | O & M | Transportation | IMRF / SS | Working Cash | Tort

Huntley Community School District 158 | Display Budget FY25 - 072224

Historical Summary

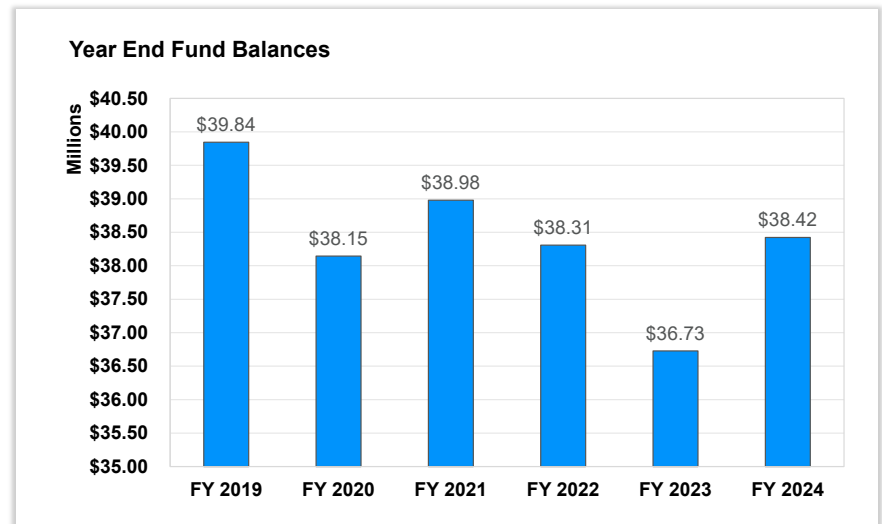
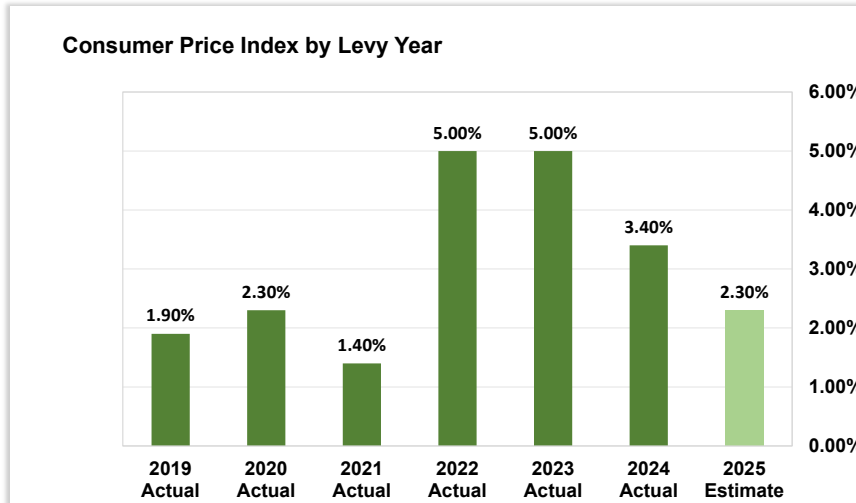
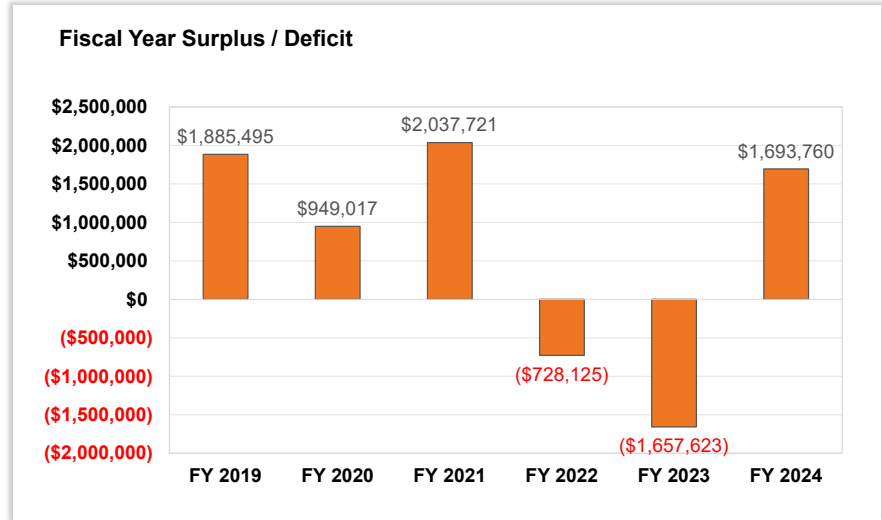
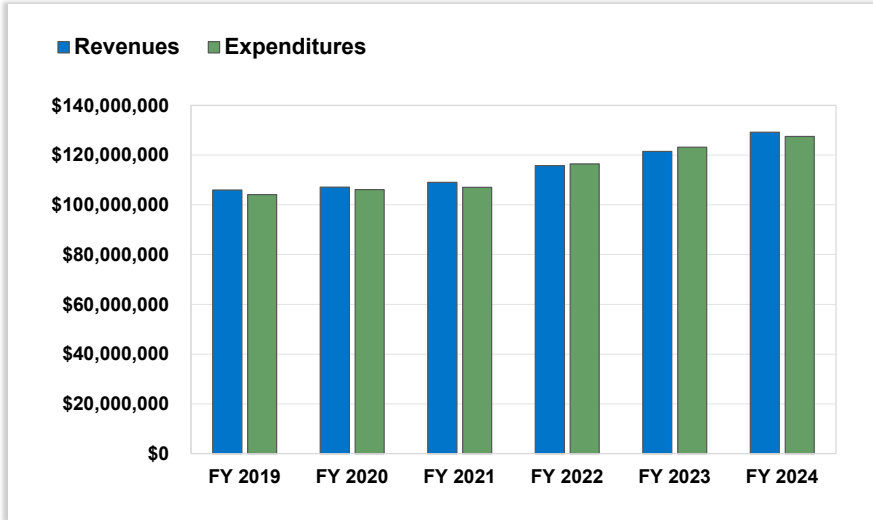
	AFR	AFR	% Δ	AFR	% Δ	AFR	% Δ	AFR	% Δ	BUDGET	
	FY 2019	FY 2020		FY 2021		FY 2022		FY 2023		FY 2024	% Δ
REVENUE											
Local	\$71,124,832	\$71,756,935	0.89%	\$71,102,866	-0.91%	\$74,547,146	4.84%	\$80,573,538	8.08%	\$85,876,808	6.58%
State	\$31,269,522	\$32,115,695	2.71%	\$32,180,026	0.20%	\$33,583,579	4.36%	\$34,002,315	1.25%	\$37,750,481	11.02%
Federal	\$3,608,856	\$3,246,551	-10.04%	\$5,793,786	78.46%	\$7,618,459	31.49%	\$6,925,450	-9.10%	\$5,555,369	-19.78%
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$106,003,210	\$107,119,181	1.05%	\$109,076,678	1.83%	\$115,749,184	6.12%	\$121,501,303	4.97%	\$129,182,658	6.32%
EXPENDITURES											
Salary and Benefit Costs	\$78,658,817	\$80,703,668	2.60%	\$83,921,871	3.99%	\$88,712,354	5.71%	\$95,297,992	7.42%	\$98,058,705	2.90%
Other	\$25,458,898	\$25,466,496	0.03%	\$23,117,086	-9.23%	\$27,764,955	20.11%	\$27,860,934	0.35%	\$29,430,192	5.63%
TOTAL EXPENDITURES	\$104,117,715	\$106,170,164	1.97%	\$107,038,957	0.82%	\$116,477,309	8.82%	\$123,158,926	5.74%	\$127,488,898	3.52%
SURPLUS / DEFICIT	\$1,885,495	\$949,017		\$2,037,721		(\$728,125)		(\$1,657,623)		\$1,693,760	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$4,000	\$3,420,455		\$6,065		\$107,616		\$153,602		\$0	
Other Financing Uses	(\$226,407)	(\$7,020,351)		(\$227,668)		(\$53,076)		(\$75,052)		\$0	
TOTAL OTHER FIN. SOURCES / USES	(\$222,407)	(\$3,599,896)		(\$221,603)		\$54,540		\$78,550		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$1,663,088	(\$2,650,879)		\$1,816,118		(\$673,585)		(\$1,579,073)		\$1,693,760	
BEGINNING FUND BALANCE	\$38,181,485	\$39,844,573		\$38,145,320		\$38,980,410		\$38,306,825		\$36,727,752	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$951,626		(\$981,028)		\$0		\$0		\$0	
YEAR END BALANCE	\$39,844,573	\$38,145,320		\$38,980,410		\$38,306,825		\$36,727,752		\$38,421,512	
FUND BALANCE AS % OF EXPENDITURES	38.27%	35.93%		36.42%		32.89%		29.82%		30.14%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	4.59	4.31		4.37		3.95		3.58		3.62	

\$9

Educational | O & M | Transportation | IMRF / SS | Working Cash | Tort

Huntley Community School District 158 | Display Budget FY25 - 072224

Historical Summary



90

Educational Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

Projections Summary

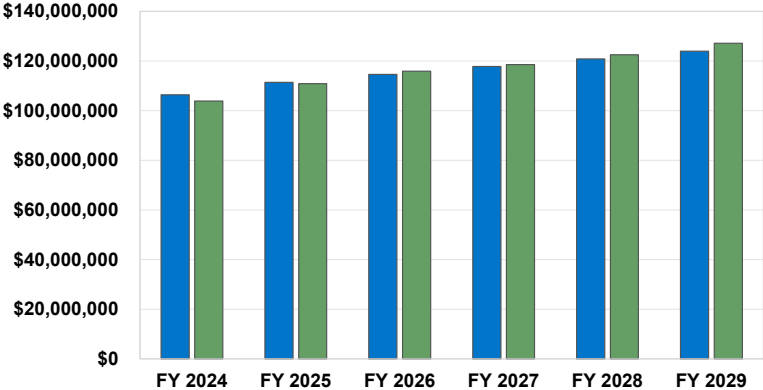
	BUDGET FY 2024	PROJECTED FY 2025	% Δ	PROJECTED FY 2026	% Δ	PROJECTED FY 2027	% Δ	PROJECTED FY 2028	% Δ	PROJECTED FY 2029	% Δ
REVENUE											
Local	\$68,813,036	\$72,537,527	5.41%	\$74,561,491	2.79%	\$76,501,344	2.60%	\$78,347,537	2.41%	\$80,186,009	2.35%
State	\$32,025,413	\$34,858,871	8.85%	\$36,088,871	3.53%	\$37,318,871	3.41%	\$38,548,871	3.30%	\$39,778,871	3.19%
Federal	\$5,555,369	\$3,969,775	-28.54%	\$3,969,775	0.00%	\$3,969,775	0.00%	\$3,969,775	0.00%	\$3,969,775	0.00%
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$106,393,818	\$111,366,173	4.67%	\$114,620,137	2.92%	\$117,789,990	2.77%	\$120,866,183	2.61%	\$123,934,655	2.54%
EXPENDITURES											
Salary and Benefit Costs	\$87,577,848	\$94,601,071	8.02%	\$99,772,900	5.47%	\$103,219,696	3.45%	\$107,082,852	3.74%	\$111,217,696	3.86%
Other	\$16,309,994	\$16,261,526	-0.30%	\$16,123,217	-0.85%	\$15,337,580	-4.87%	\$15,440,689	0.67%	\$15,895,703	2.95%
TOTAL EXPENDITURES	\$103,887,842	\$110,862,597	6.71%	\$115,896,117	4.54%	\$118,557,276	2.30%	\$122,523,541	3.35%	\$127,113,399	3.75%
SURPLUS / DEFICIT	\$2,505,976	\$503,576		(\$1,275,980)		(\$767,286)		(\$1,657,358)		(\$3,178,744)	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0		\$0		\$0		\$0		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$2,505,976	\$503,576		(\$1,275,980)		(\$767,286)		(\$1,657,358)		(\$3,178,744)	
BEGINNING FUND BALANCE	\$14,548,484	\$17,054,460		\$17,558,036		\$16,282,056		\$15,514,770		\$13,857,412	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0	
PROJECTED YEAR END BALANCE	\$17,054,460	\$17,558,036		\$16,282,056		\$15,514,770		\$13,857,412		\$10,678,667	
FUND BALANCE AS % OF EXPENDITURES	16.42%	15.84%		14.05%		13.09%		11.31%		8.40%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	1.97	1.90		1.69		1.57		1.36		1.01	

Educational Fund

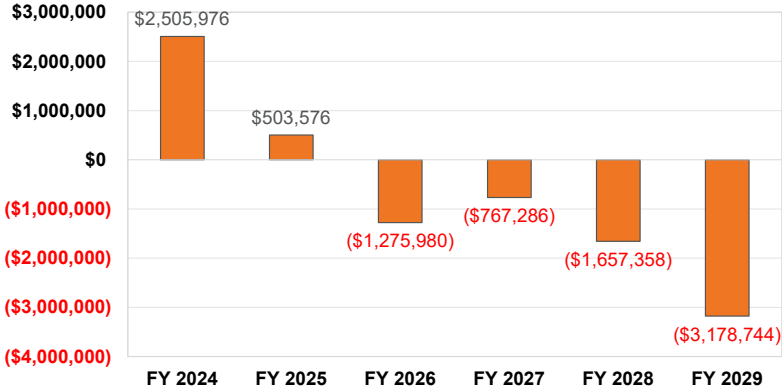
Huntley Community School District 158 | Display Budget FY25 - 072224

Projection Summary

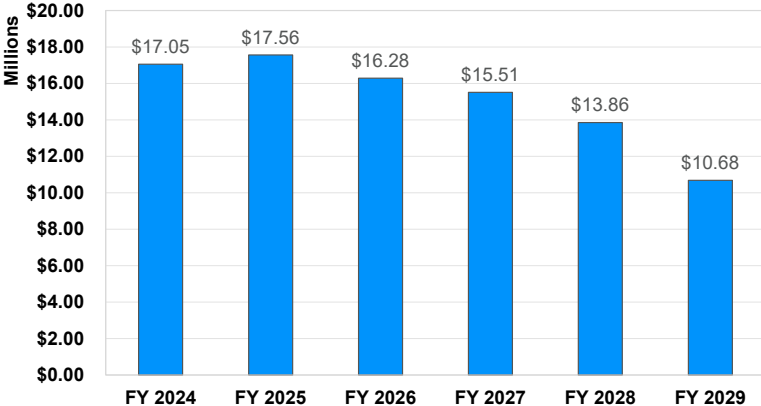
■ Revenues ■ Expenditures



Fiscal Year Surplus / Deficit



Year End Fund Balances



Educational Fund

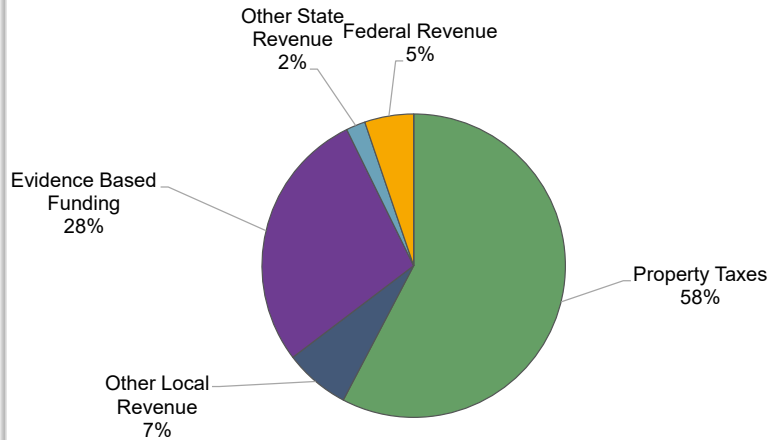
Huntley Community School District 158 | Display Budget FY25 - 072224

Revenue Analysis

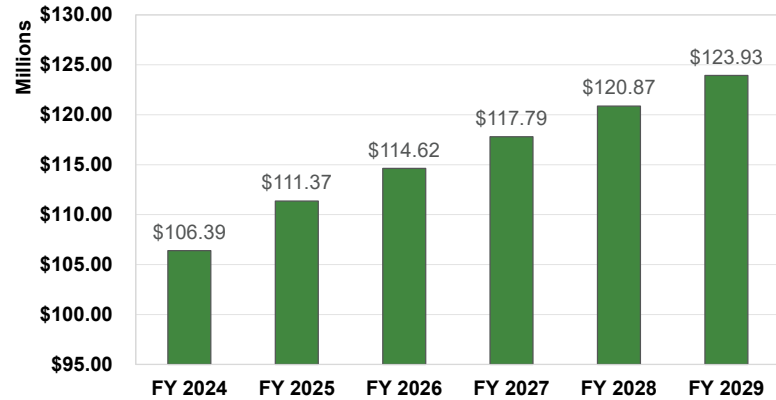
	BUDGET	PROJECTED	PROJECTED		PROJECTED		PROJECTED		PROJECTED		
	FY 2024	FY 2025	% Δ	FY 2026	% Δ	FY 2027	% Δ	FY 2028	% Δ	FY 2029	% Δ
LOCAL											
Property Taxes	\$61,369,125	\$64,783,389	5.56%	\$67,117,580	3.60%	\$69,057,433	2.89%	\$70,903,626	2.67%	\$72,742,098	2.59%
Other Local Revenue	\$7,443,911	\$7,754,138	4.17%	\$7,443,911	-4.00%	\$7,443,911	0.00%	\$7,443,911	0.00%	\$7,443,911	0.00%
TOTAL LOCAL REVENUE	\$68,813,036	\$72,537,527	5.41%	\$74,561,491	2.79%	\$76,501,344	2.60%	\$78,347,537	2.41%	\$80,186,009	2.35%
STATE											
Evidence Based Funding	\$29,842,418	\$32,665,434	9.46%	\$33,895,434	3.77%	\$35,125,434	3.63%	\$36,355,434	3.50%	\$37,585,434	3.38%
Other State Revenue	\$2,182,995	\$2,193,437	0.48%	\$2,193,437	0.00%	\$2,193,437	0.00%	\$2,193,437	0.00%	\$2,193,437	0.00%
TOTAL STATE REVENUE	\$32,025,413	\$34,858,871	8.85%	\$36,088,871	3.53%	\$37,318,871	3.41%	\$38,548,871	3.30%	\$39,778,871	3.19%
TOTAL FEDERAL REVENUE	\$5,555,369	\$3,969,775	-28.54%	\$3,969,775	0.00%	\$3,969,775	0.00%	\$3,969,775	0.00%	\$3,969,775	0.00%
FLOW-THROUGH REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$106,393,818	\$111,366,173	4.67%	\$114,620,137	2.92%	\$117,789,990	2.77%	\$120,866,183	2.61%	\$123,934,655	2.54%

93

Budgeted Revenue Allocation by Source



Revenue Projection



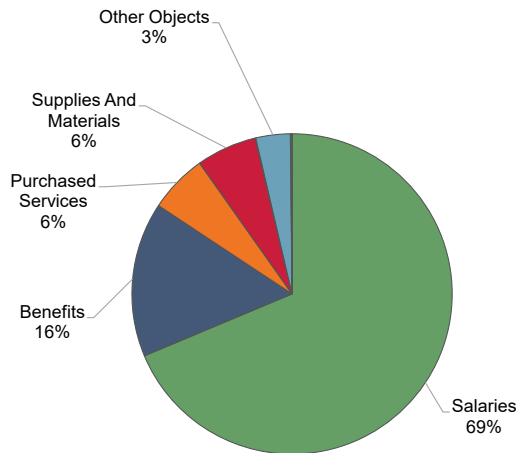
Educational Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

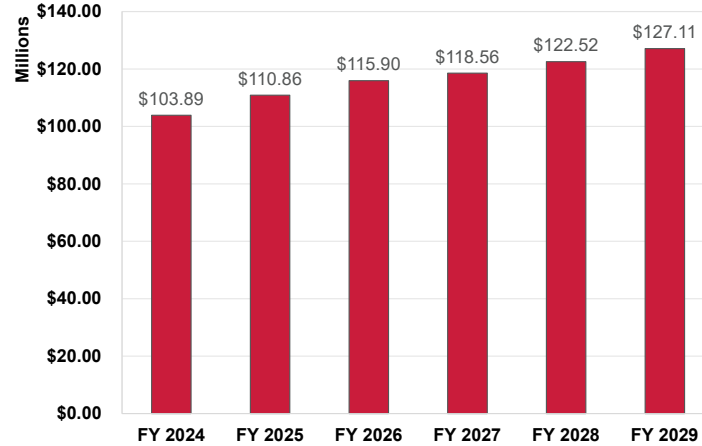
Expenditure Analysis

	BUDGET	PROJECTED	PROJECTED		PROJECTED		PROJECTED		PROJECTED		
	FY 2024	FY 2025	% Δ	FY 2026	% Δ	FY 2027	% Δ	FY 2028	% Δ	FY 2029	% Δ
Salaries	\$71,349,911	\$76,123,572	6.69%	\$80,127,068	5.26%	\$82,500,899	2.96%	\$85,173,056	3.24%	\$88,042,237	3.37%
Benefits	\$16,227,937	\$18,477,498	13.86%	\$19,645,832	6.32%	\$20,718,796	5.46%	\$21,909,797	5.75%	\$23,175,459	5.78%
TOTAL SALARIES & BENEFITS	\$87,577,848	\$94,601,071	8.02%	\$99,772,900	5.47%	\$103,219,696	3.45%	\$107,082,852	3.74%	\$111,217,696	3.86%
Purchased Services	\$6,132,586	\$5,821,349	-5.08%	\$5,805,915	-0.27%	\$5,792,209	-0.24%	\$5,780,318	-0.21%	\$5,770,332	-0.17%
Supplies And Materials	\$6,337,945	\$6,573,214	3.71%	\$6,450,339	-1.87%	\$5,678,408	-11.97%	\$5,793,408	2.03%	\$6,258,408	8.03%
Capital Outlay	\$55,000	\$55,000	0.00%	\$55,000	0.00%	\$55,000	0.00%	\$55,000	0.00%	\$55,000	0.00%
Other Objects	\$3,610,511	\$3,638,011	0.76%	\$3,638,011	0.00%	\$3,638,011	0.00%	\$3,638,011	0.00%	\$3,638,011	0.00%
Non-Capitalized Equipment	\$173,952	\$173,952	0.00%	\$173,952	0.00%	\$173,952	0.00%	\$173,952	0.00%	\$173,952	0.00%
Termination Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
Provision For Contingencies	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL ALL OTHER	\$16,309,994	\$16,261,526	-0.30%	\$16,123,217	-0.85%	\$15,337,580	-4.87%	\$15,440,689	0.67%	\$15,895,703	2.95%
TOTAL EXPENDITURES	\$103,887,842	\$110,862,597	6.71%	\$115,896,117	4.54%	\$118,557,276	2.30%	\$122,523,541	3.35%	\$127,113,399	3.75%

Budgeted Expenditure Allocation by Object



Expenditure Projection



Educational Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

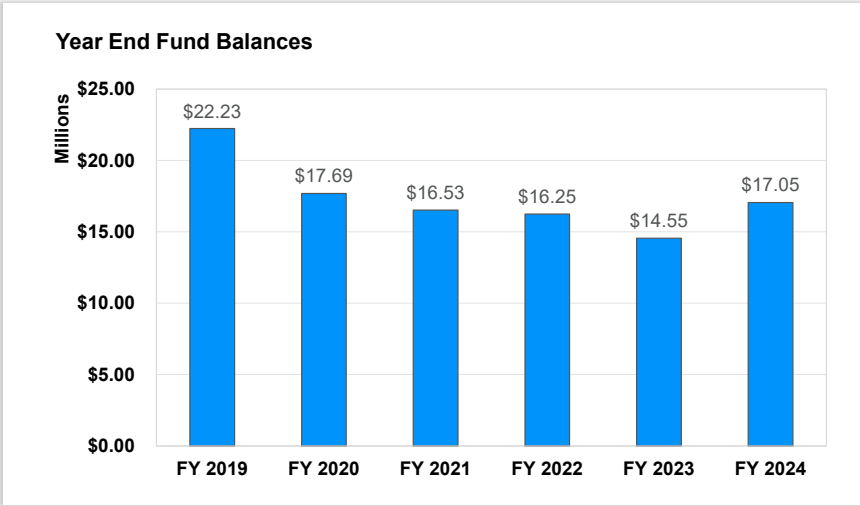
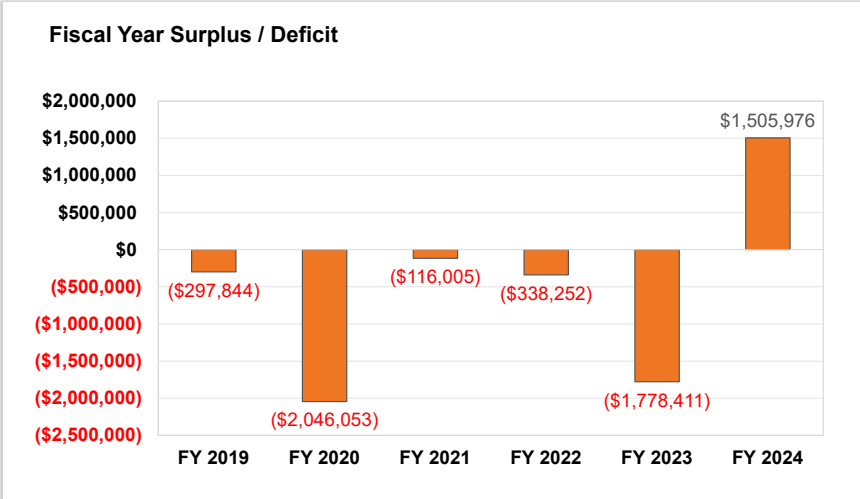
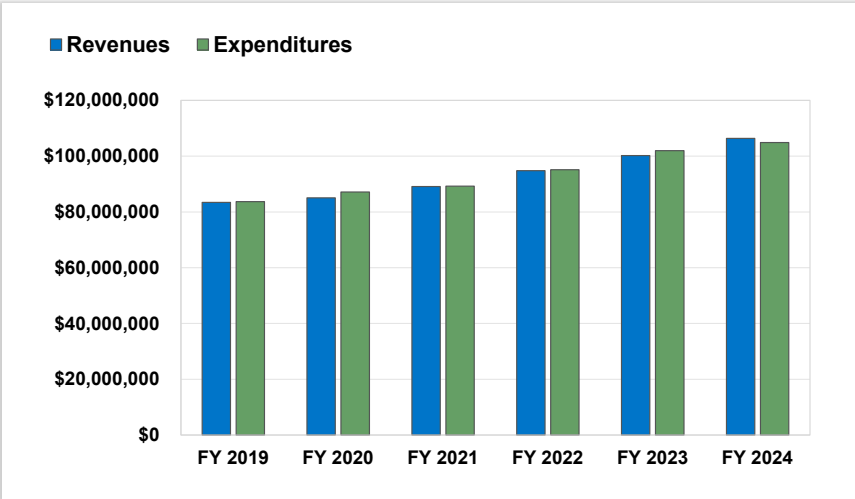
Historical Summary

	AFR	AFR	% Δ	AFR	% Δ	AFR	% Δ	AFR	% Δ	BUDGET	
	FY 2019	FY 2020		FY 2021		FY 2022		FY 2023		FY 2024	% Δ
REVENUE											
Local	\$56,496,047	\$57,625,739	2.00%	\$56,682,395	-1.64%	\$59,639,216	5.22%	\$64,576,685	8.28%	\$68,813,036	6.56%
State	\$23,311,513	\$24,206,403	3.84%	\$26,631,195	10.02%	\$27,563,291	3.50%	\$28,690,910	4.09%	\$32,025,413	11.62%
Federal	\$3,608,856	\$3,246,551	-10.04%	\$5,793,786	78.46%	\$7,618,459	31.49%	\$6,925,450	-9.10%	\$5,555,369	-19.78%
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$83,416,416	\$85,078,693	1.99%	\$89,107,376	4.74%	\$94,820,966	6.41%	\$100,193,045	5.67%	\$106,393,818	6.19%
EXPENDITURES											
Salary and Benefit Costs	\$70,580,858	\$72,449,217	2.65%	\$76,124,132	5.07%	\$80,425,794	5.65%	\$85,678,030	6.53%	\$88,577,848	3.38%
Other	\$13,133,402	\$14,675,529	11.74%	\$13,099,249	-10.74%	\$14,733,424	12.48%	\$16,293,426	10.59%	\$16,309,994	0.10%
TOTAL EXPENDITURES	\$83,714,260	\$87,124,746	4.07%	\$89,223,381	2.41%	\$95,159,218	6.65%	\$101,971,456	7.16%	\$104,887,842	2.86%
SURPLUS / DEFICIT	(\$297,844)	(\$2,046,053)		(\$116,005)		(\$338,252)		(\$1,778,411)		\$1,505,976	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$4,000	\$20,455		\$6,065		\$107,616		\$153,602		\$0	
Other Financing Uses	(\$72,087)	(\$3,467,111)		(\$70,883)		(\$53,076)		(\$75,052)		\$0	
TOTAL OTHER FIN. SOURCES / USES	(\$68,087)	(\$3,446,656)		(\$64,818)		\$54,540		\$78,550		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	(\$365,931)	(\$5,492,709)		(\$180,823)		(\$283,712)		(\$1,699,861)		\$1,505,976	
BEGINNING FUND BALANCE	\$22,600,922	\$22,234,991		\$17,693,908		\$16,532,057		\$16,248,345		\$14,548,484	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$951,626		(\$981,028)		\$0		\$0		\$0	
YEAR END BALANCE	\$22,234,991	\$17,693,908		\$16,532,057		\$16,248,345		\$14,548,484		\$16,054,460	
FUND BALANCE AS % OF EXPENDITURES	26.56%	20.31%		18.53%		17.07%		14.27%		15.31%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	3.19	2.44		2.22		2.05		1.71		1.84	

Educational Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

Historical Summary



Operations and Maintenance Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

Projection Summary

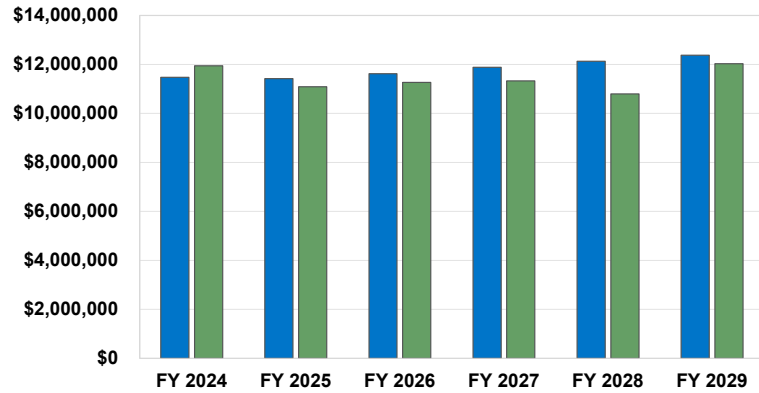
	BUDGET	PROJECTED	PROJECTED		PROJECTED		PROJECTED		PROJECTED		
	FY 2024	FY 2025	% Δ	FY 2026	% Δ	FY 2027	% Δ	FY 2028	% Δ	FY 2029	% Δ
REVENUE											
Local	\$9,382,432	\$9,326,704	-0.59%	\$9,525,052	2.13%	\$9,785,598	2.74%	\$10,033,565	2.53%	\$10,280,495	2.46%
State	\$2,096,243	\$2,096,243	0.00%	\$2,096,243	0.00%	\$2,096,243	0.00%	\$2,096,243	0.00%	\$2,096,243	0.00%
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$11,478,675	\$11,422,947	-0.49%	\$11,621,295	1.74%	\$11,881,841	2.24%	\$12,129,808	2.09%	\$12,376,738	2.04%
EXPENDITURES											
Salary and Benefit Costs	\$1,896,075	\$1,984,790	4.68%	\$2,065,333	4.06%	\$2,149,471	4.07%	\$2,237,382	4.09%	\$2,329,258	4.11%
Other	\$10,048,751	\$9,105,316	-9.39%	\$9,200,378	1.04%	\$9,181,576	-0.20%	\$8,558,725	-6.78%	\$9,701,021	13.35%
TOTAL EXPENDITURES	\$11,944,826	\$11,090,107	-7.16%	\$11,265,712	1.58%	\$11,331,046	0.58%	\$10,796,107	-4.72%	\$12,030,279	11.43%
SURPLUS / DEFICIT	(\$466,151)	\$332,840		\$355,583		\$550,795		\$1,333,701		\$346,459	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0		\$0		\$0		\$0		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	(\$466,151)	\$332,840		\$355,583		\$550,795		\$1,333,701		\$346,459	
BEGINNING FUND BALANCE	\$9,643,335	\$9,177,184		\$9,510,025		\$9,865,608		\$10,416,403		\$11,750,104	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0	
PROJECTED YEAR END BALANCE	\$9,177,184	\$9,510,025		\$9,865,608		\$10,416,403		\$11,750,104		\$12,096,562	
FUND BALANCE AS % OF EXPENDITURES	76.83%	85.75%		87.57%		91.93%		108.84%		100.55%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	9.22	10.29		10.51		11.03		13.06		12.07	

Operations and Maintenance Fund

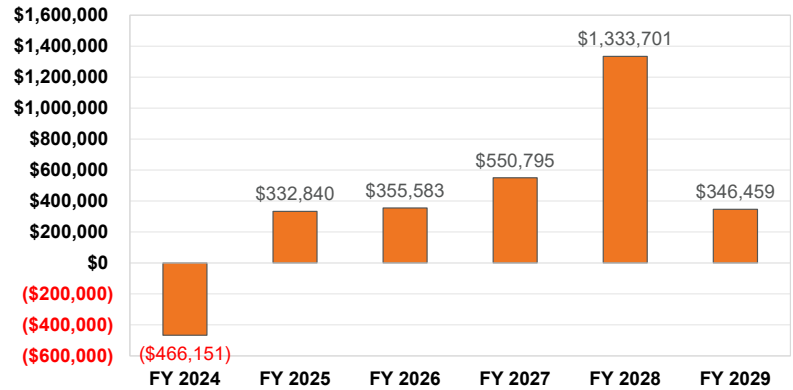
Huntley Community School District 158 | Display Budget FY25 - 072224

Projection Summary

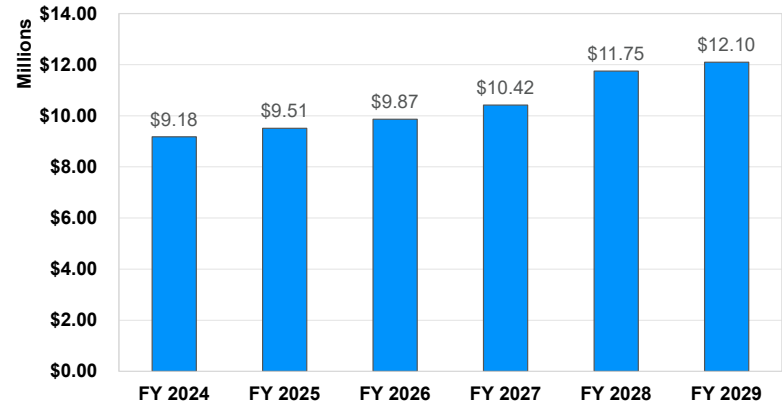
■ Revenues ■ Expenditures



Fiscal Year Surplus / Deficit



Year End Fund Balances



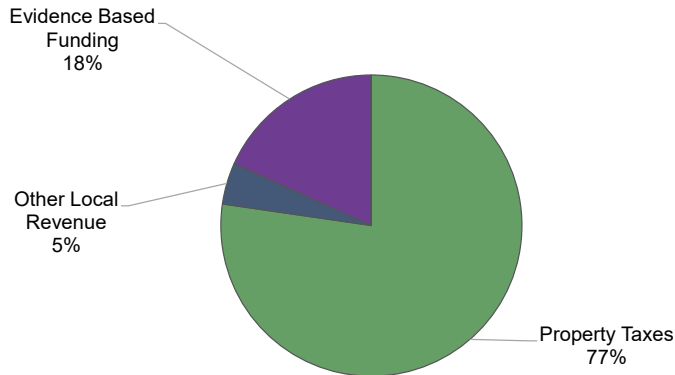
Operations and Maintenance Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

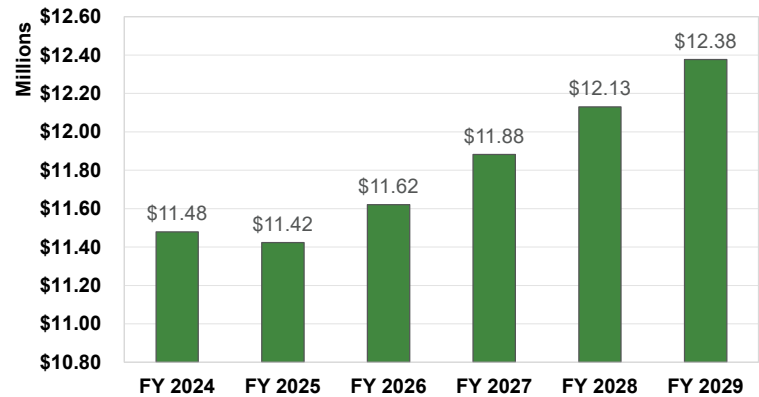
Revenue Analysis

	BUDGET FY 2024	PROJECTED FY 2025	% Δ	PROJECTED FY 2026	% Δ	PROJECTED FY 2027	% Δ	PROJECTED FY 2028	% Δ	PROJECTED FY 2029	% Δ
LOCAL											
Property Taxes	\$8,872,106	\$8,701,215	-1.93%	\$9,014,726	3.60%	\$9,275,272	2.89%	\$9,523,239	2.67%	\$9,770,169	2.59%
Other Local Revenue	\$510,326	\$625,489	22.57%	\$510,326	-18.41%	\$510,326	0.00%	\$510,326	0.00%	\$510,326	0.00%
TOTAL LOCAL REVENUE	\$9,382,432	\$9,326,704	-0.59%	\$9,525,052	2.13%	\$9,785,598	2.74%	\$10,033,565	2.53%	\$10,280,495	2.46%
STATE											
Evidence Based Funding	\$2,096,243	\$2,096,243	0.00%	\$2,096,243	0.00%	\$2,096,243	0.00%	\$2,096,243	0.00%	\$2,096,243	0.00%
Other State Revenue	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL STATE REVENUE	\$2,096,243	\$2,096,243	0.00%	\$2,096,243	0.00%	\$2,096,243	0.00%	\$2,096,243	0.00%	\$2,096,243	0.00%
TOTAL FEDERAL REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
FLOW-THROUGH REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$11,478,675	\$11,422,947	-0.49%	\$11,621,295	1.74%	\$11,881,841	2.24%	\$12,129,808	2.09%	\$12,376,738	2.04%

Budgeted Revenue Allocation by Source



Revenue Projection



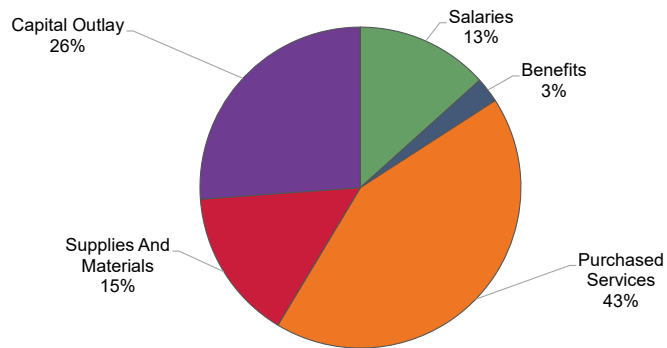
Operations and Maintenance Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

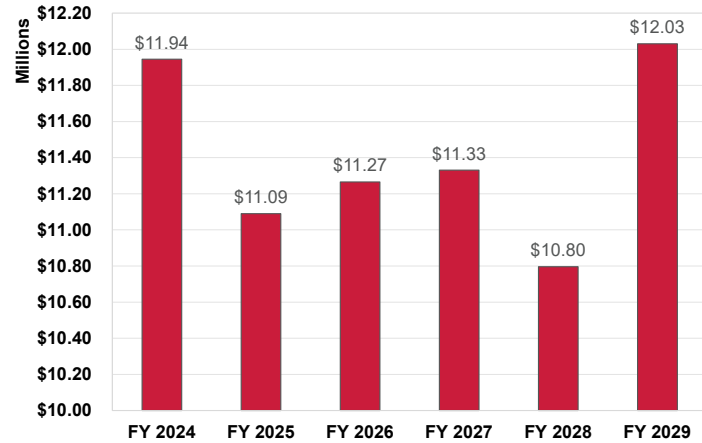
Expenditure Analysis

	BUDGET	PROJECTED	PROJECTED		PROJECTED		PROJECTED		PROJECTED		
	FY 2024	FY 2025	% Δ	FY 2026	% Δ	FY 2027	% Δ	FY 2028	% Δ	FY 2029	% Δ
Salaries	\$1,593,079	\$1,660,785	4.25%	\$1,718,912	3.50%	\$1,779,074	3.50%	\$1,841,342	3.50%	\$1,905,789	3.50%
Benefits	\$302,996	\$324,006	6.93%	\$346,421	6.92%	\$370,397	6.92%	\$396,040	6.92%	\$423,470	6.93%
TOTAL SALARIES & BENEFITS	\$1,896,075	\$1,984,790	4.68%	\$2,065,333	4.06%	\$2,149,471	4.07%	\$2,237,382	4.09%	\$2,329,258	4.11%
Purchased Services	\$5,103,936	\$4,948,368	-3.05%	\$4,970,535	0.45%	\$5,036,979	1.34%	\$5,105,255	1.36%	\$5,175,422	1.37%
Supplies And Materials	\$1,820,843	\$1,828,843	0.44%	\$1,828,843	0.00%	\$1,828,843	0.00%	\$1,828,843	0.00%	\$1,828,843	0.00%
Capital Outlay	\$3,120,972	\$2,325,105	-25.50%	\$2,398,000	3.14%	\$2,312,754	-3.55%	\$1,621,627	-29.88%	\$2,693,756	66.11%
Other Objects	\$3,000	\$3,000	0.00%	\$3,000	0.00%	\$3,000	0.00%	\$3,000	0.00%	\$3,000	0.00%
Non-Capitalized Equipment	\$0	\$0		\$0		\$0		\$0		\$0	
Termination Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
Provision For Contingencies	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL ALL OTHER	\$10,048,751	\$9,105,316	-9.39%	\$9,200,378	1.04%	\$9,181,576	-0.20%	\$8,558,725	-6.78%	\$9,701,021	13.35%
TOTAL EXPENDITURES	\$11,944,826	\$11,090,107	-7.16%	\$11,265,712	1.58%	\$11,331,046	0.58%	\$10,796,107	-4.72%	\$12,030,279	11.43%

Budgeted Expenditure Allocation by Object



Expenditure Projection



Operations and Maintenance Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

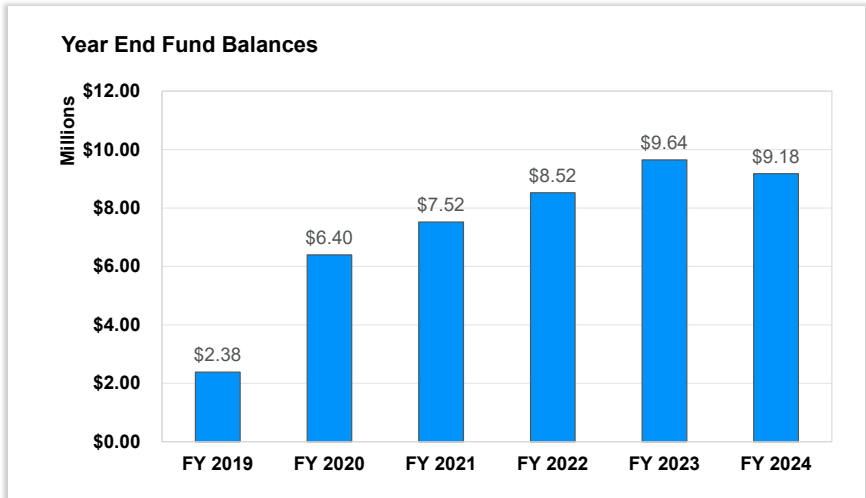
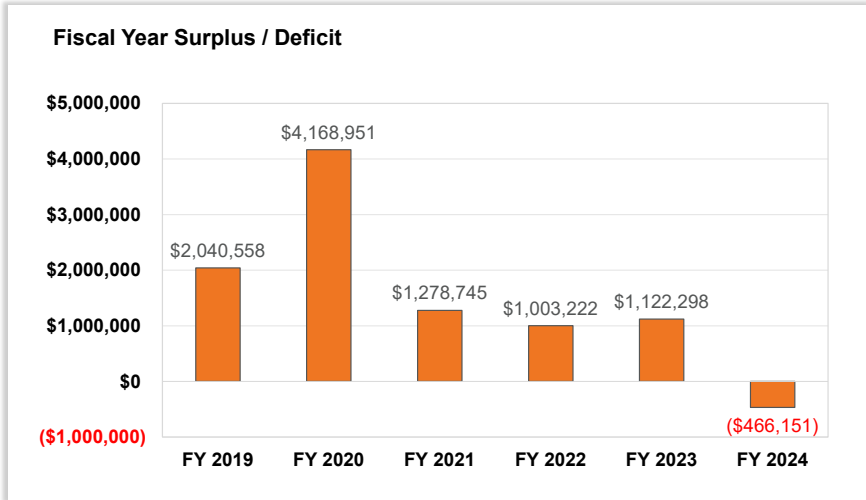
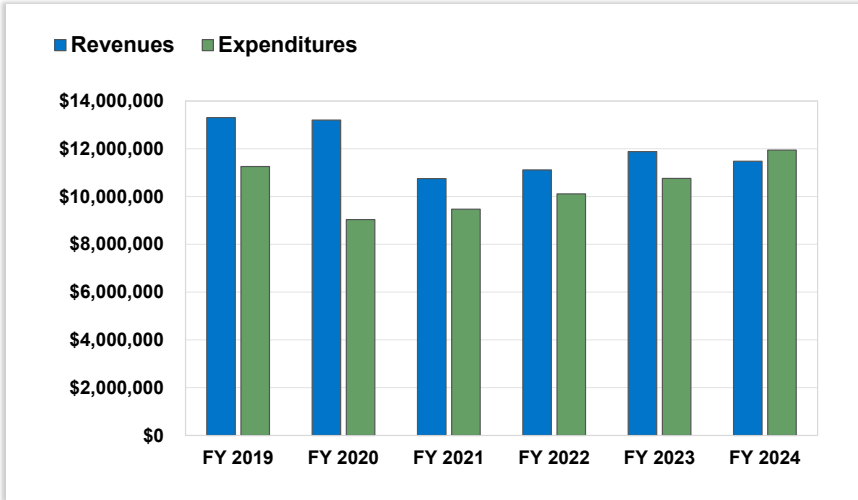
Historical Summary

	AFR		AFR		AFR		AFR		BUDGET		
	FY 2019	FY 2020	% Δ	FY 2021	% Δ	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ
REVENUE											
Local	\$8,701,021	\$8,602,927	-1.13%	\$8,697,740	1.10%	\$9,068,097	4.26%	\$9,733,637	7.34%	\$9,382,432	-3.61%
State	\$4,600,000	\$4,600,000	0.00%	\$2,050,000	-55.43%	\$2,050,000	0.00%	\$2,146,243	4.69%	\$2,096,243	-2.33%
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$13,301,021	\$13,202,927	-0.74%	\$10,747,740	-18.60%	\$11,118,097	3.45%	\$11,879,880	6.85%	\$11,478,675	-3.38%
EXPENDITURES											
Salary and Benefit Costs	\$1,513,116	\$1,590,656	5.12%	\$1,611,422	1.31%	\$1,602,660	-0.54%	\$1,746,899	9.00%	\$1,896,075	8.54%
Other	\$9,747,347	\$7,443,320	-23.64%	\$7,857,573	5.57%	\$8,512,215	8.33%	\$9,010,683	5.86%	\$10,048,751	11.52%
TOTAL EXPENDITURES	\$11,260,463	\$9,033,976	-19.77%	\$9,468,995	4.82%	\$10,114,875	6.82%	\$10,757,582	6.35%	\$11,944,826	11.04%
SURPLUS / DEFICIT	\$2,040,558	\$4,168,951		\$1,278,745		\$1,003,222		\$1,122,298		(\$466,151)	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$3,400,000		\$0		\$0		\$0		\$0	
Other Financing Uses	(\$154,320)	(\$3,553,240)		(\$156,785)		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	(\$154,320)	(\$153,240)		(\$156,785)		\$0		\$0		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$1,886,238	\$4,015,711		\$1,121,960		\$1,003,222		\$1,122,298		(\$466,151)	
BEGINNING FUND BALANCE	\$493,906	\$2,380,144		\$6,395,855		\$7,517,815		\$8,521,037		\$9,643,335	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0	
YEAR END BALANCE	\$2,380,144	\$6,395,855		\$7,517,815		\$8,521,037		\$9,643,335		\$9,177,184	
FUND BALANCE AS % OF EXPENDITURES	21.14%	70.80%		79.39%		84.24%		89.64%		76.83%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	2.54	8.50		9.53		10.11		10.76		9.22	

Operations and Maintenance Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

Historical Summary



Debt Service Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

Projection Summary

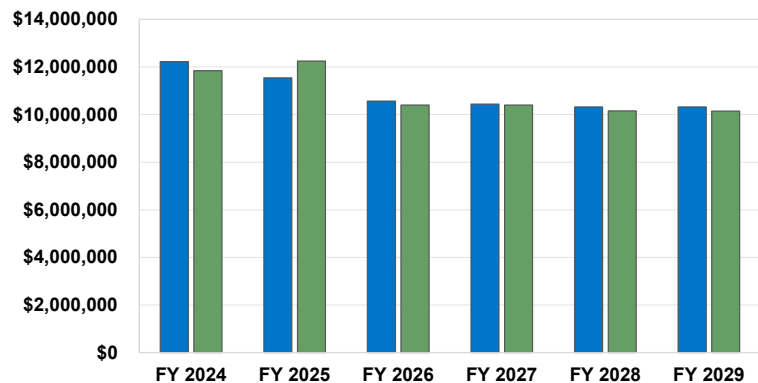
	BUDGET FY 2024	PROJECTED FY 2025	% Δ	PROJECTED FY 2026	% Δ	PROJECTED FY 2027	% Δ	PROJECTED FY 2028	% Δ	PROJECTED FY 2029	% Δ
REVENUE											
Local	\$12,226,052	\$11,540,247	-5.61%	\$10,569,735	-8.41%	\$10,436,718	-1.26%	\$10,318,087	-1.14%	\$10,318,087	0.00%
State	\$0	\$0		\$0		\$0		\$0		\$0	
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$12,226,052	\$11,540,247	-5.61%	\$10,569,735	-8.41%	\$10,436,718	-1.26%	\$10,318,087	-1.14%	\$10,318,087	0.00%
EXPENDITURES											
Salary and Benefit Costs	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$11,842,323	\$12,249,890	3.44%	\$10,403,863	-15.07%	\$10,399,500	-0.04%	\$10,151,639	-2.38%	\$10,145,859	-0.06%
TOTAL EXPENDITURES	\$11,842,323	\$12,249,890	3.44%	\$10,403,863	-15.07%	\$10,399,500	-0.04%	\$10,151,639	-2.38%	\$10,145,859	-0.06%
SURPLUS / DEFICIT	\$383,729	(\$709,643)		\$165,872		\$37,218		\$166,448		\$172,228	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0		\$0		\$0		\$0		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$383,729	(\$709,643)		\$165,872		\$37,218		\$166,448		\$172,228	
BEGINNING FUND BALANCE	\$7,515,748	\$7,899,477		\$7,189,834		\$7,355,706		\$7,392,924		\$7,559,372	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0	
PROJECTED YEAR END BALANCE	\$7,899,477	\$7,189,834		\$7,355,706		\$7,392,924		\$7,559,372		\$7,731,600	
FUND BALANCE AS % OF EXPENDITURES	66.71%	58.69%		70.70%		71.09%		74.46%		76.20%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	8.00	7.04		8.48		8.53		8.94		9.14	

Debt Service Fund

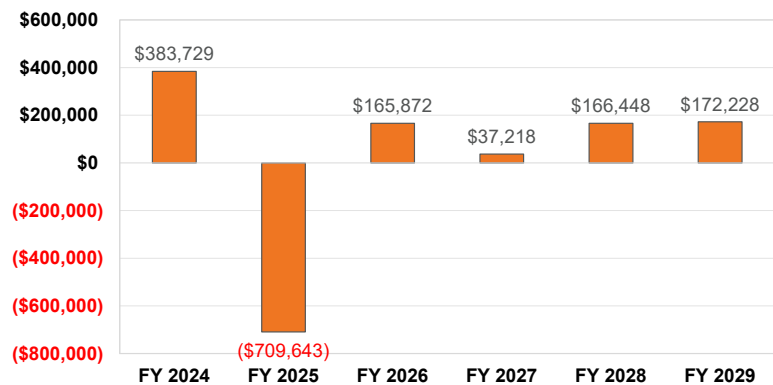
Huntley Community School District 158 | Display Budget FY25 - 072224

Projection Summary

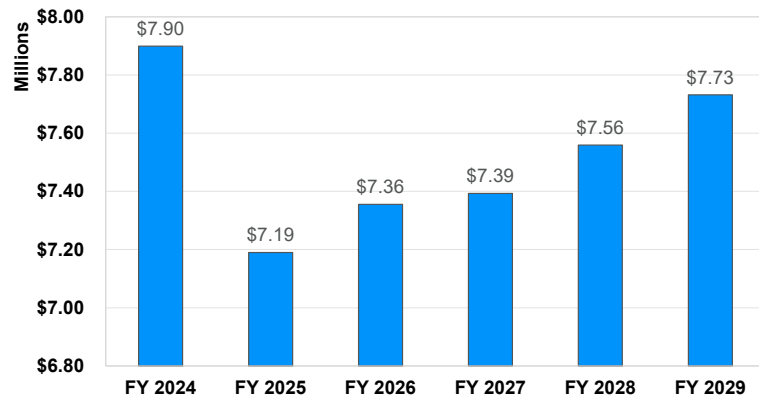
■ Revenues ■ Expenditures



Fiscal Year End Surplus / Deficit



Year End Fund Balances



Debt Service Fund

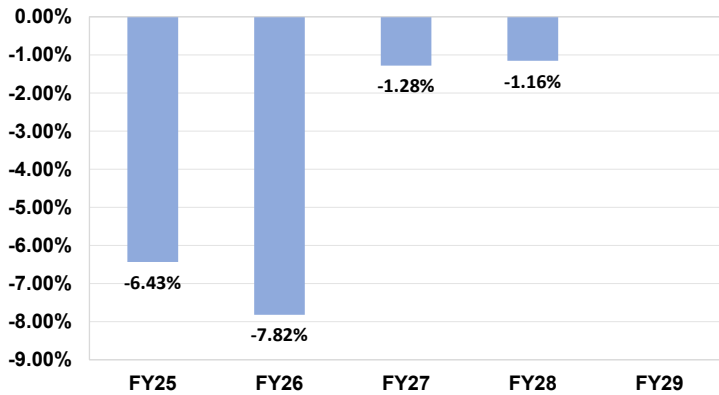
Huntley Community School District 158 | Display Budget FY25 - 072224

Revenue Analysis

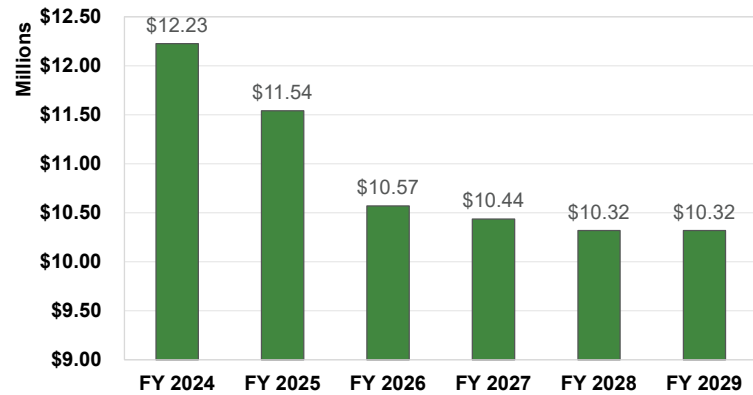
	BUDGET	PROJECTED	PROJECTED		PROJECTED		PROJECTED		PROJECTED		
	FY 2024	FY 2025	% Δ	FY 2026	% Δ	FY 2027	% Δ	FY 2028	% Δ	FY 2029	% Δ
LOCAL											
Property Taxes	\$12,047,815	\$11,272,891	-6.43%	\$10,391,498	-7.82%	\$10,258,481	-1.28%	\$10,139,850	-1.16%	\$10,139,850	0.00%
Other Local Revenue	\$178,237	\$267,356	50.00%	\$178,237	-33.33%	\$178,237	0.00%	\$178,237	0.00%	\$178,237	0.00%
TOTAL LOCAL REVENUE	\$12,226,052	\$11,540,247	-5.61%	\$10,569,735	-8.41%	\$10,436,718	-1.26%	\$10,318,087	-1.14%	\$10,318,087	0.00%
STATE											
Evidence Based Funding	\$0	\$0		\$0		\$0		\$0		\$0	
Other State Revenue	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL STATE REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL FEDERAL REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
FLOW-THROUGH REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$12,226,052	\$11,540,247	-5.61%	\$10,569,735	-8.41%	\$10,436,718	-1.26%	\$10,318,087	-1.14%	\$10,318,087	0.00%

105

Annual Increase (Decrease) % in Property Taxes Billed



Revenue Projection



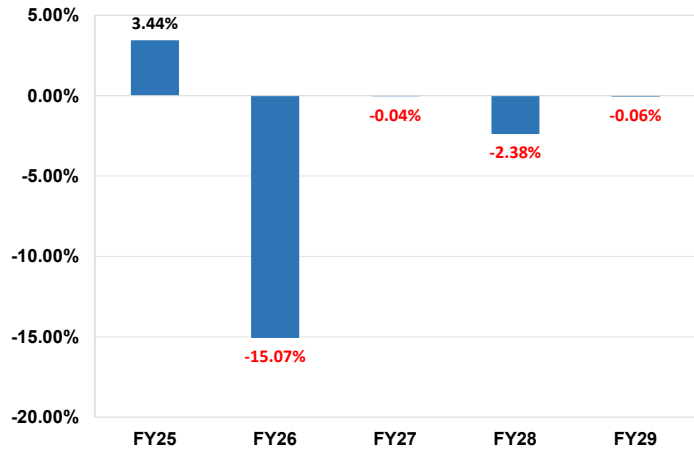
Debt Service Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

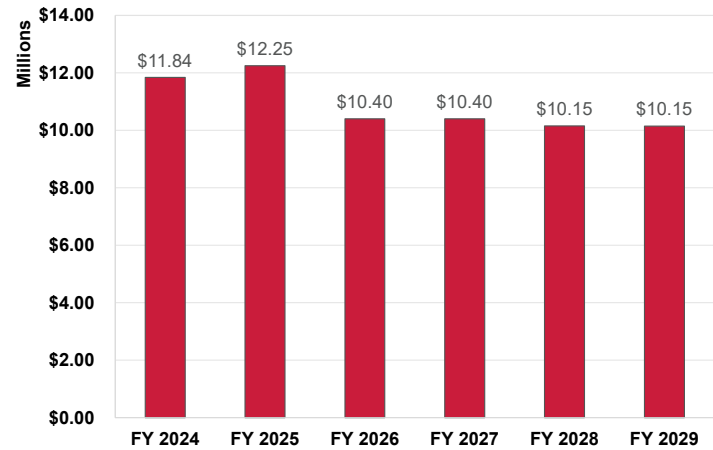
Expenditure Analysis

	BUDGET	PROJECTED	PROJECTED		PROJECTED		PROJECTED		PROJECTED		
	FY 2024	FY 2025	% Δ	FY 2026	% Δ	FY 2027	% Δ	FY 2028	% Δ	FY 2029	% Δ
Salaries	\$0	\$0		\$0		\$0		\$0		\$0	
Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL SALARIES & BENEFITS	\$0	\$0		\$0		\$0		\$0		\$0	
Purchased Services	\$0	\$0		\$0		\$0		\$0		\$0	
Supplies And Materials	\$0	\$0		\$0		\$0		\$0		\$0	
Capital Outlay	\$0	\$0		\$0		\$0		\$0		\$0	
Other Objects	\$11,842,323	\$12,249,890	3.44%	\$10,403,863	-15.07%	\$10,399,500	-0.04%	\$10,151,639	-2.38%	\$10,145,859	-0.06%
Non-Capitalized Equipment	\$0	\$0		\$0		\$0		\$0		\$0	
Termination Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
Provision For Contingencies	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL ALL OTHER	\$11,842,323	\$12,249,890	3.44%	\$10,403,863	-15.07%	\$10,399,500	-0.04%	\$10,151,639	-2.38%	\$10,145,859	-0.06%
TOTAL EXPENDITURES	\$11,842,323	\$12,249,890	3.44%	\$10,403,863	-15.07%	\$10,399,500	-0.04%	\$10,151,639	-2.38%	\$10,145,859	-0.06%

Bond & Interest % Increase (Decrease) by Year



Expenditure Projection



Debt Service Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

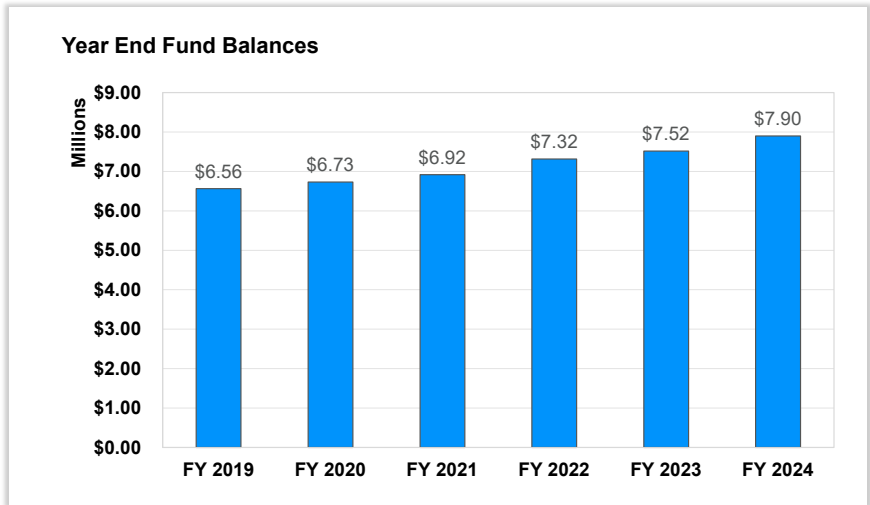
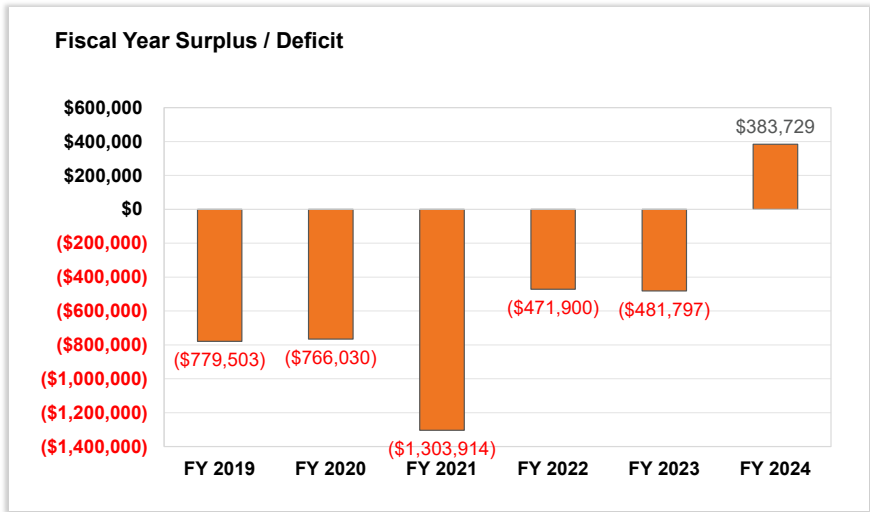
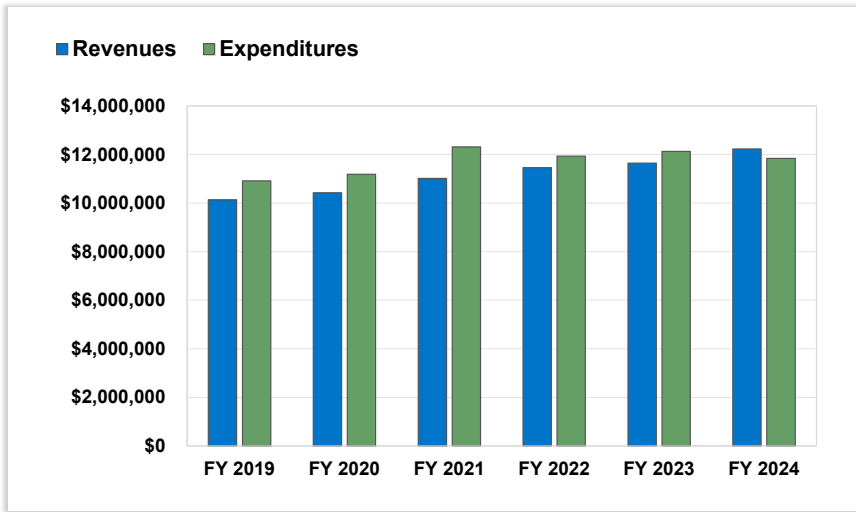
Historical Summary

	AFR FY 2019	AFR FY 2020	% Δ	AFR FY 2021	% Δ	AFR FY 2022	% Δ	AFR FY 2023	% Δ	BUDGET FY 2024		% Δ
REVENUE												
Local	\$10,132,863	\$10,423,412	2.87%	\$11,013,077	5.66%	\$11,459,401	4.05%	\$11,647,598	1.64%	\$12,226,052	4.97%	
State	\$0	\$0		\$0		\$0		\$0		\$0		
Federal	\$0	\$0		\$0		\$0		\$0		\$0		
Other	\$0	\$0		\$0		\$0		\$0		\$0		
TOTAL REVENUE	\$10,132,863	\$10,423,412	2.87%	\$11,013,077	5.66%	\$11,459,401	4.05%	\$11,647,598	1.64%	\$12,226,052	4.97%	
EXPENDITURES												
Salary and Benefit Costs	\$0	\$0		\$0		\$0		\$0		\$0		
Other	\$10,912,366	\$11,189,442	2.54%	\$12,316,991	10.08%	\$11,931,301	-3.13%	\$12,129,395	1.66%	\$11,842,323	-2.37%	
TOTAL EXPENDITURES	\$10,912,366	\$11,189,442	2.54%	\$12,316,991	10.08%	\$11,931,301	-3.13%	\$12,129,395	1.66%	\$11,842,323	-2.37%	
SURPLUS / DEFICIT	(\$779,503)	(\$766,030)		(\$1,303,914)		(\$471,900)		(\$481,797)		\$383,729		
OTHER FINANCING SOURCES / USES												
Other Financing Sources	\$7,658,916	\$935,002		\$51,945,381		\$11,219,939		\$12,347,322		\$0		
Other Financing Uses	(\$6,206,546)	\$0		(\$50,456,059)		(\$10,350,000)		(\$11,665,000)		\$0		
TOTAL OTHER FIN. SOURCES / USES	\$1,452,370	\$935,002		\$1,489,322		\$869,939		\$682,322		\$0		
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$672,867	\$168,972		\$185,408		\$398,039		\$200,525		\$383,729		
BEGINNING FUND BALANCE	\$5,889,937	\$6,562,804		\$6,731,776		\$6,917,184		\$7,315,223		\$7,515,748		
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0		
YEAR END BALANCE	\$6,562,804	\$6,731,776		\$6,917,184		\$7,315,223		\$7,515,748		\$7,899,477		
FUND BALANCE AS % OF EXPENDITURES	60.14%	60.16%		56.16%		61.31%		61.96%		66.71%		
FUND BALANCE AS # OF MONTHS OF EXPEND.	7.22	7.22		6.74		7.36		7.44		8.00		

Debt Service Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

Historical Summary



Transportation Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

Projection Summary

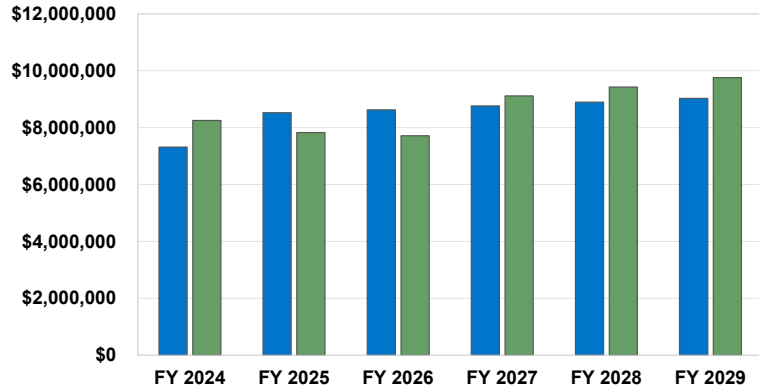
	BUDGET	PROJECTED	PROJECTED		PROJECTED		PROJECTED		PROJECTED		
	FY 2024	FY 2025	% Δ	FY 2026	% Δ	FY 2027	% Δ	FY 2028	% Δ	FY 2029	% Δ
REVENUE											
Local	\$3,689,655	\$4,892,983	32.61%	\$4,994,641	2.08%	\$5,133,221	2.77%	\$5,265,109	2.57%	\$5,396,447	2.49%
State	\$3,628,825	\$3,628,825	0.00%	\$3,628,825	0.00%	\$3,628,825	0.00%	\$3,628,825	0.00%	\$3,628,825	0.00%
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$7,318,480	\$8,521,808	16.44%	\$8,623,466	1.19%	\$8,762,046	1.61%	\$8,893,934	1.51%	\$9,025,272	1.48%
EXPENDITURES											
Salary and Benefit Costs	\$5,177,217	\$5,452,549	5.32%	\$5,718,696	4.88%	\$5,999,430	4.91%	\$6,295,630	4.94%	\$6,608,232	4.97%
Other	\$3,071,447	\$2,377,639	-22.59%	\$1,994,167	-16.13%	\$3,111,522	56.03%	\$3,129,744	0.59%	\$3,148,878	0.61%
TOTAL EXPENDITURES	\$8,248,665	\$7,830,188	-5.07%	\$7,712,863	-1.50%	\$9,110,952	18.13%	\$9,425,374	3.45%	\$9,757,110	3.52%
SURPLUS / DEFICIT	(\$930,184)	\$691,621		\$910,603		(\$348,905)		(\$531,440)		(\$731,838)	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0		\$0		\$0		\$0		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	(\$930,184)	\$691,621		\$910,603		(\$348,905)		(\$531,440)		(\$731,838)	
BEGINNING FUND BALANCE	\$5,067,093	\$4,136,909		\$4,828,529		\$5,739,132		\$5,390,227		\$4,858,787	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0	
PROJECTED YEAR END BALANCE	\$4,136,909	\$4,828,529		\$5,739,132		\$5,390,227		\$4,858,787		\$4,126,949	
FUND BALANCE AS % OF EXPENDITURES	50.15%	61.67%		74.41%		59.16%		51.55%		42.30%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	6.02	7.40		8.93		7.10		6.19		5.08	

Transportation Fund

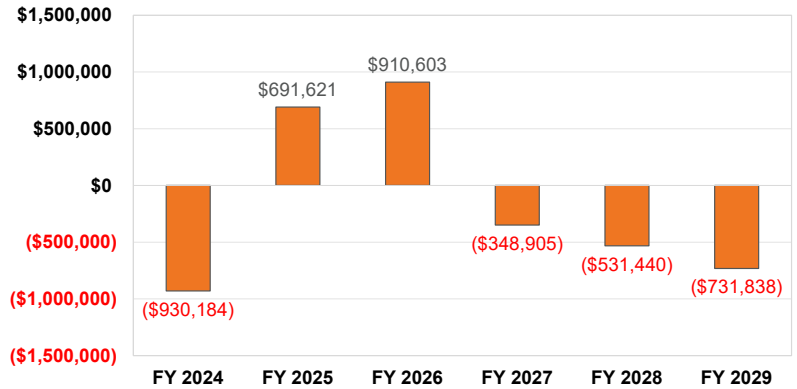
Huntley Community School District 158 | Display Budget FY25 - 072224

Projection Summary

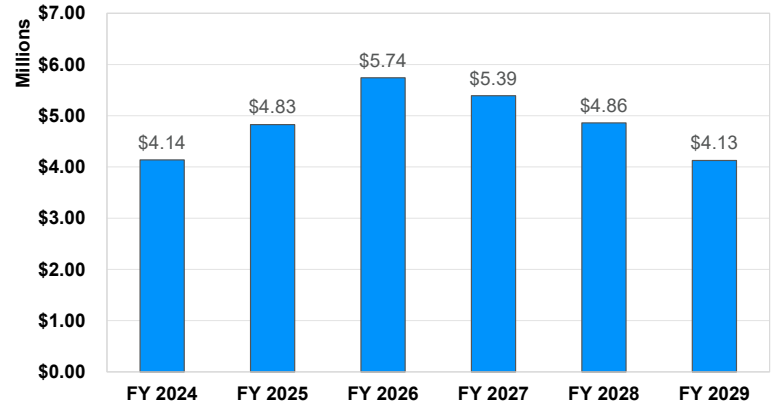
■ Revenues ■ Expenditures



Fiscal Year Surplus / Deficit



Year End Fund Balances



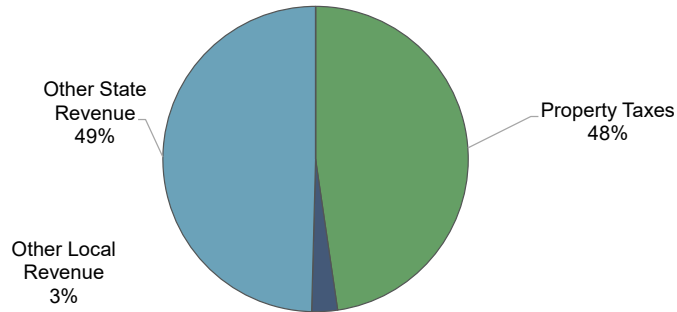
Transportation Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

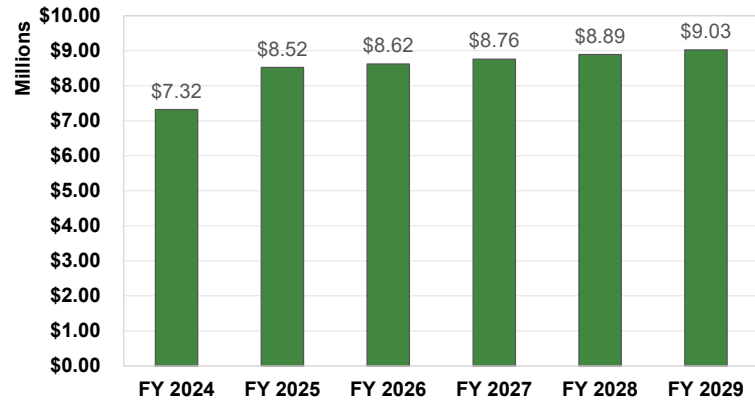
Revenue Analysis

	BUDGET	PROJECTED	PROJECTED		PROJECTED		PROJECTED		PROJECTED		
	FY 2024	FY 2025	% Δ	FY 2026	% Δ	FY 2027	% Δ	FY 2028	% Δ	FY 2029	% Δ
LOCAL											
Property Taxes	\$3,489,771	\$4,628,007	32.62%	\$4,794,757	3.60%	\$4,933,337	2.89%	\$5,065,225	2.67%	\$5,196,563	2.59%
Other Local Revenue	\$199,884	\$264,976	32.56%	\$199,884	-24.57%	\$199,884	0.00%	\$199,884	0.00%	\$199,884	0.00%
TOTAL LOCAL REVENUE	\$3,689,655	\$4,892,983	32.61%	\$4,994,641	2.08%	\$5,133,221	2.77%	\$5,265,109	2.57%	\$5,396,447	2.49%
STATE											
Evidence Based Funding	\$0	\$0		\$0		\$0		\$0		\$0	
Other State Revenue	\$3,628,825	\$3,628,825	0.00%	\$3,628,825	0.00%	\$3,628,825	0.00%	\$3,628,825	0.00%	\$3,628,825	0.00%
TOTAL STATE REVENUE	\$3,628,825	\$3,628,825	0.00%	\$3,628,825	0.00%	\$3,628,825	0.00%	\$3,628,825	0.00%	\$3,628,825	0.00%
TOTAL FEDERAL REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
FLOW-THROUGH REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$7,318,480	\$8,521,808	16.44%	\$8,623,466	1.19%	\$8,762,046	1.61%	\$8,893,934	1.51%	\$9,025,272	1.48%

Budgeted Revenue Allocation by Source



Revenue Projection



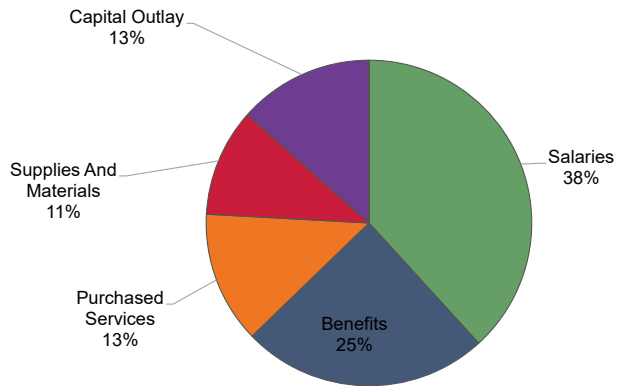
Transportation Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

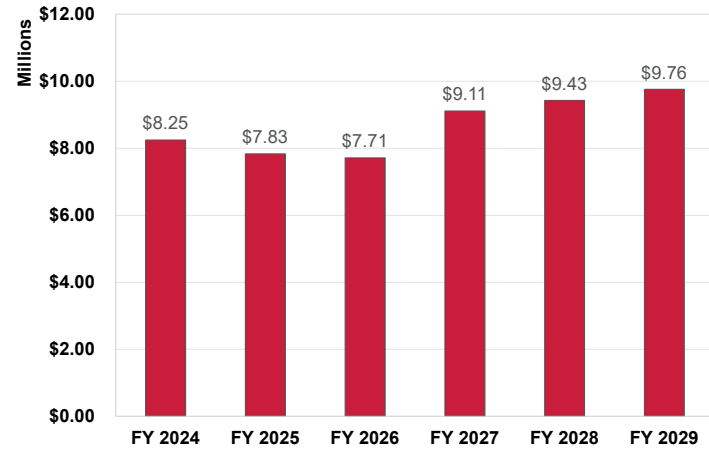
Expenditure Analysis

	BUDGET	PROJECTED	PROJECTED		PROJECTED		PROJECTED		PROJECTED		
	FY 2024	FY 2025	% Δ	FY 2026	% Δ	FY 2027	% Δ	FY 2028	% Δ	FY 2029	% Δ
Salaries	\$3,152,855	\$3,286,852	4.25%	\$3,401,891	3.50%	\$3,520,958	3.50%	\$3,644,191	3.50%	\$3,771,738	3.50%
Benefits	\$2,024,362	\$2,165,697	6.98%	\$2,316,805	6.98%	\$2,478,472	6.98%	\$2,651,439	6.98%	\$2,836,495	6.98%
TOTAL SALARIES & BENEFITS	\$5,177,217	\$5,452,549	5.32%	\$5,718,696	4.88%	\$5,999,430	4.91%	\$6,295,630	4.94%	\$6,608,232	4.97%
Purchased Services	\$1,080,228	\$1,086,420	0.57%	\$1,102,948	1.52%	\$1,120,303	1.57%	\$1,138,525	1.63%	\$1,157,659	1.68%
Supplies And Materials	\$885,000	\$885,000	0.00%	\$885,000	0.00%	\$885,000	0.00%	\$885,000	0.00%	\$885,000	0.00%
Capital Outlay	\$1,100,000	\$400,000	-63.64%	\$0	-100.00%	\$1,100,000	0.00%	\$1,100,000	0.00%	\$1,100,000	0.00%
Other Objects	\$6,219	\$6,219	0.00%	\$6,219	0.00%	\$6,219	0.00%	\$6,219	0.00%	\$6,219	0.00%
Non-Capitalized Equipment	\$0	\$0		\$0		\$0		\$0		\$0	
Termination Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
Provision For Contingencies	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL ALL OTHER	\$3,071,447	\$2,377,639	-22.59%	\$1,994,167	-16.13%	\$3,111,522	56.03%	\$3,129,744	0.59%	\$3,148,878	0.61%
TOTAL EXPENDITURES	\$8,248,665	\$7,830,188	-5.07%	\$7,712,863	-1.50%	\$9,110,952	18.13%	\$9,425,374	3.45%	\$9,757,110	3.52%

Budgeted Expenditure Allocation by Object



Expenditure Projection



Transportation Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

Historical Summary

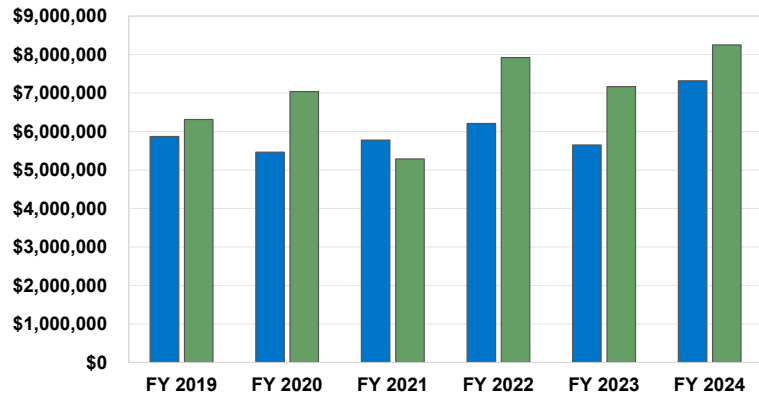
	AFR		AFR		AFR		AFR		AFR		BUDGET	
	FY 2019	FY 2020	% Δ	FY 2021	% Δ	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	
REVENUE												
Local	\$2,511,197	\$2,154,207	-14.22%	\$2,278,253	5.76%	\$2,239,474	-1.70%	\$2,483,644	10.90%	\$3,689,655	48.56%	
State	\$3,358,009	\$3,309,292	-1.45%	\$3,498,831	5.73%	\$3,970,288	13.47%	\$3,165,162	-20.28%	\$3,628,825	14.65%	
Federal	\$0	\$0		\$0		\$0		\$0		\$0		
Other	\$0	\$0		\$0		\$0		\$0		\$0		
TOTAL REVENUE	\$5,869,206	\$5,463,499	-6.91%	\$5,777,084	5.74%	\$6,209,762	7.49%	\$5,648,806	-9.03%	\$7,318,480	29.56%	
EXPENDITURES												
Salary and Benefit Costs	\$3,734,187	\$3,692,430	-1.12%	\$3,127,467	-15.30%	\$3,401,598	8.77%	\$4,609,506	35.51%	\$5,177,217	12.32%	
Other	\$2,578,149	\$3,347,647	29.85%	\$2,160,264	-35.47%	\$4,519,316	109.20%	\$2,556,825	-43.42%	\$3,071,447	20.13%	
TOTAL EXPENDITURES	\$6,312,336	\$7,040,077	11.53%	\$5,287,731	-24.89%	\$7,920,914	49.80%	\$7,166,331	-9.53%	\$8,248,665	15.10%	
SURPLUS / DEFICIT	(\$443,130)	(\$1,576,578)		\$489,353		(\$1,711,152)		(\$1,517,525)		(\$930,184)		
OTHER FINANCING SOURCES / USES												
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0		
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0		
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0		\$0		\$0		\$0		\$0		
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	(\$443,130)	(\$1,576,578)		\$489,353		(\$1,711,152)		(\$1,517,525)		(\$930,184)		
BEGINNING FUND BALANCE	\$9,826,125	\$9,382,995		\$7,806,417		\$8,295,770		\$6,584,618		\$5,067,093		
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0		
YEAR END BALANCE	\$9,382,995	\$7,806,417		\$8,295,770		\$6,584,618		\$5,067,093		\$4,136,909		
FUND BALANCE AS % OF EXPENDITURES	148.65%	110.89%		156.89%		83.13%		70.71%		50.15%		
FUND BALANCE AS # OF MONTHS OF EXPEND.	17.84	13.31		18.83		9.98		8.48		6.02		

Transportation Fund

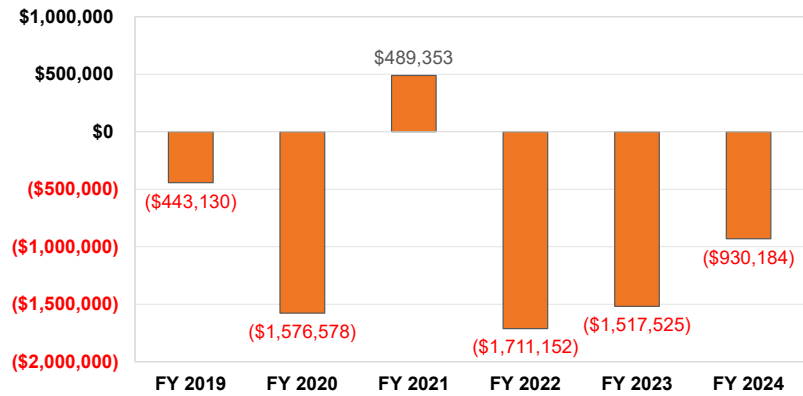
Huntley Community School District 158 | Display Budget FY25 - 072224

Historical Summary

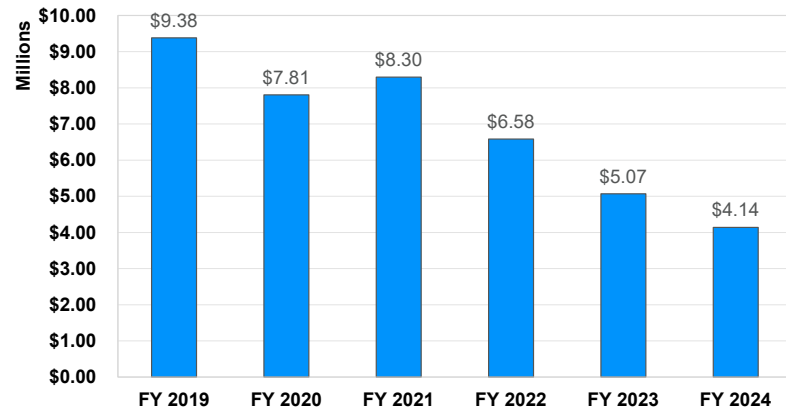
■ Revenues ■ Expenditures



Fiscal Year Surplus / Deficit



Year End Fund Balances



Municipal Retirement / Social Security Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

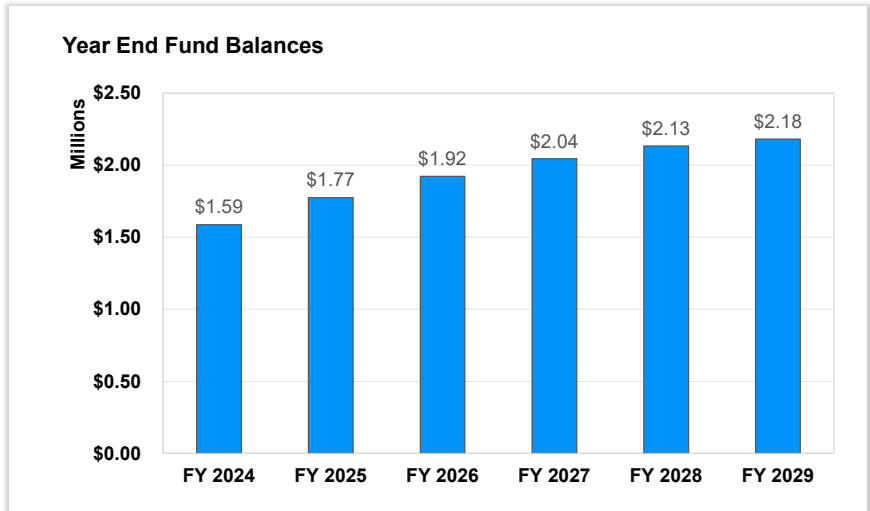
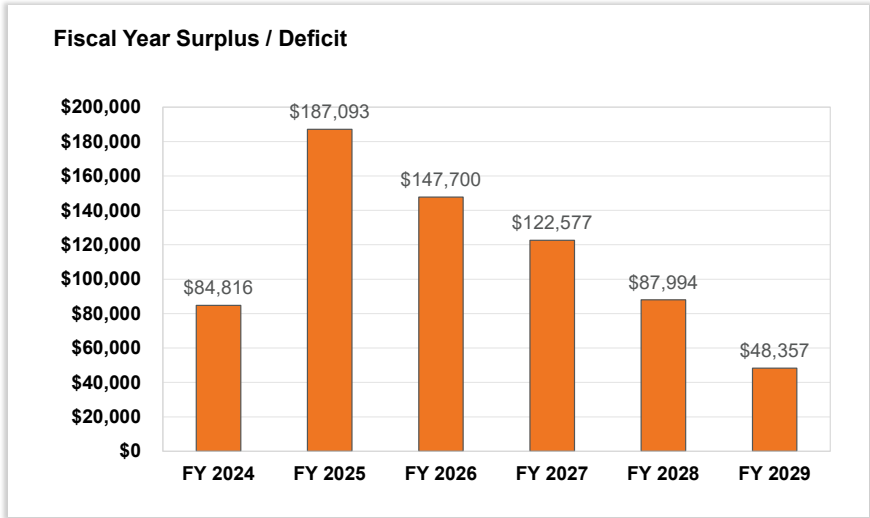
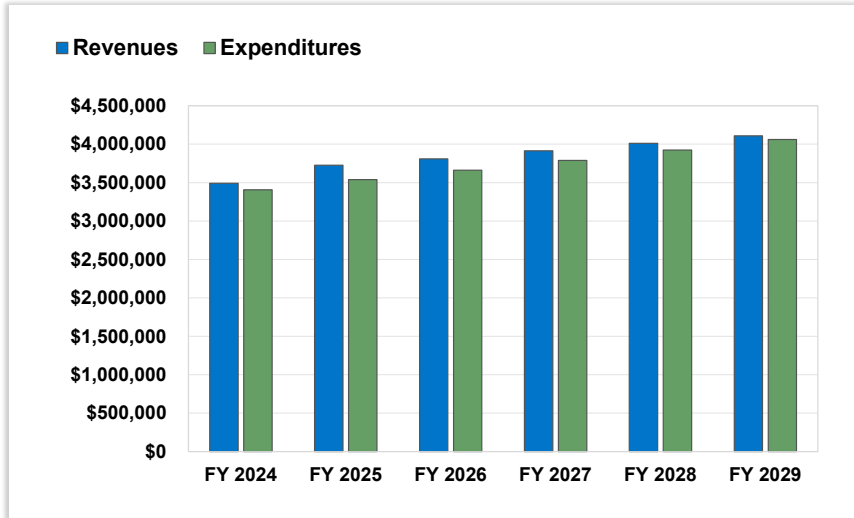
Projection Summary

	BUDGET	PROJECTED	PROJECTED		PROJECTED		PROJECTED		PROJECTED		
	FY 2024	FY 2025	% Δ	FY 2026	% Δ	FY 2027	% Δ	FY 2028	% Δ	FY 2029	% Δ
REVENUE											
Local	\$3,492,382	\$3,725,478	6.67%	\$3,809,403	2.25%	\$3,912,439	2.70%	\$4,010,501	2.51%	\$4,108,152	2.43%
State	\$0	\$0		\$0		\$0		\$0		\$0	
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$3,492,382	\$3,725,478	6.67%	\$3,809,403	2.25%	\$3,912,439	2.70%	\$4,010,501	2.51%	\$4,108,152	2.43%
EXPENDITURES											
Salary and Benefit Costs	\$3,407,565	\$3,538,385	3.84%	\$3,661,702	3.49%	\$3,789,862	3.50%	\$3,922,507	3.50%	\$4,059,795	3.50%
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL EXPENDITURES	\$3,407,565	\$3,538,385	3.84%	\$3,661,702	3.49%	\$3,789,862	3.50%	\$3,922,507	3.50%	\$4,059,795	3.50%
SURPLUS / DEFICIT	\$84,816	\$187,093		\$147,700		\$122,577		\$87,994		\$48,357	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0		\$0		\$0		\$0		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$84,816	\$187,093		\$147,700		\$122,577		\$87,994		\$48,357	
BEGINNING FUND BALANCE	\$1,502,812	\$1,587,628		\$1,774,721		\$1,922,421		\$2,044,998		\$2,132,992	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0	
PROJECTED YEAR END BALANCE	\$1,587,628	\$1,774,721		\$1,922,421		\$2,044,998		\$2,132,992		\$2,181,349	
FUND BALANCE AS % OF EXPENDITURES	46.59%	50.16%		52.50%		53.96%		54.38%		53.73%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	5.59	6.02		6.30		6.48		6.53		6.45	

Municipal Retirement / Social Security Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

Projection Summary



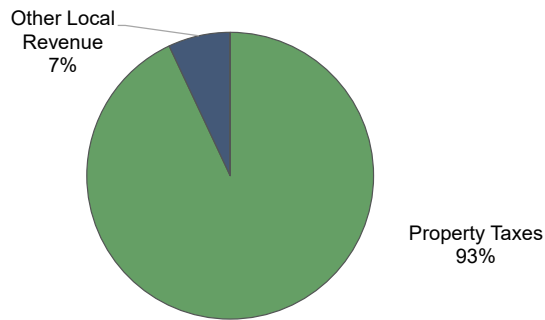
Municipal Retirement / Social Security Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

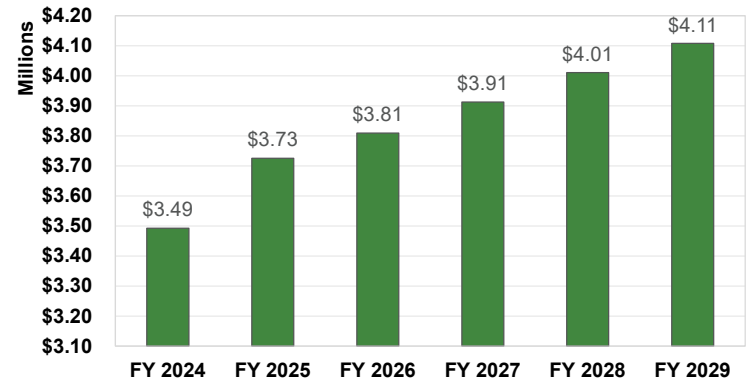
Revenue Analysis

	BUDGET FY 2024	PROJECTED FY 2025	% Δ	PROJECTED FY 2026	% Δ	PROJECTED FY 2027	% Δ	PROJECTED FY 2028	% Δ	PROJECTED FY 2029	% Δ
LOCAL											
Property Taxes	\$3,247,966	\$3,441,005	5.94%	\$3,564,987	3.60%	\$3,668,023	2.89%	\$3,766,085	2.67%	\$3,863,736	2.59%
Other Local Revenue	\$244,416	\$284,473	16.39%	\$244,416	-14.08%	\$244,416	0.00%	\$244,416	0.00%	\$244,416	0.00%
TOTAL LOCAL REVENUE	\$3,492,382	\$3,725,478	6.67%	\$3,809,403	2.25%	\$3,912,439	2.70%	\$4,010,501	2.51%	\$4,108,152	2.43%
STATE											
Evidence Based Funding	\$0	\$0		\$0		\$0		\$0		\$0	
Other State Revenue	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL STATE REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL FEDERAL REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
FLOW-THROUGH REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$3,492,382	\$3,725,478	6.67%	\$3,809,403	2.25%	\$3,912,439	2.70%	\$4,010,501	2.51%	\$4,108,152	2.43%

Budgeted Revenue Allocation by Source



Revenue Projection



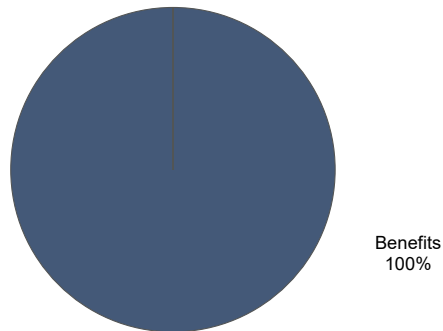
Municipal Retirement / Social Security Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

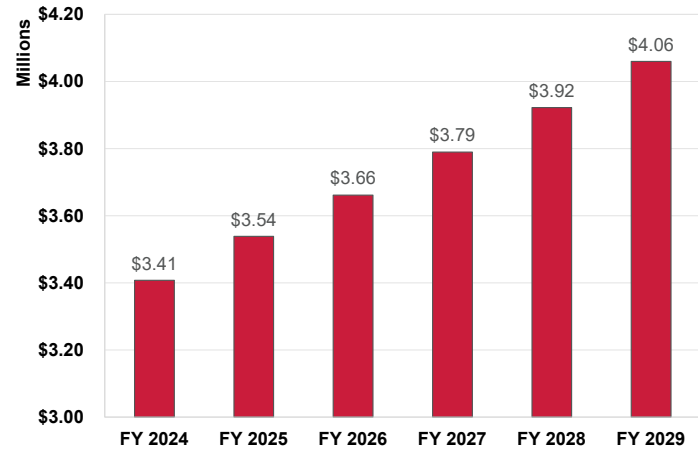
Expenditure Analysis

	BUDGET	PROJECTED	PROJECTED		PROJECTED		PROJECTED		PROJECTED		
	FY 2024	FY 2025	% Δ	FY 2026	% Δ	FY 2027	% Δ	FY 2028	% Δ	FY 2029	% Δ
Salaries	\$0	\$0		\$0		\$0		\$0		\$0	
Benefits	\$3,407,565	\$3,538,385	3.84%	\$3,661,702	3.49%	\$3,789,862	3.50%	\$3,922,507	3.50%	\$4,059,795	3.50%
TOTAL SALARIES & BENEFITS	\$3,407,565	\$3,538,385	3.84%	\$3,661,702	3.49%	\$3,789,862	3.50%	\$3,922,507	3.50%	\$4,059,795	3.50%
Purchased Services	\$0	\$0		\$0		\$0		\$0		\$0	
Supplies And Materials	\$0	\$0		\$0		\$0		\$0		\$0	
Capital Outlay	\$0	\$0		\$0		\$0		\$0		\$0	
Other Objects	\$0	\$0		\$0		\$0		\$0		\$0	
Non-Capitalized Equipment	\$0	\$0		\$0		\$0		\$0		\$0	
Termination Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
Provision For Contingencies	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL ALL OTHER	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL EXPENDITURES	\$3,407,565	\$3,538,385	3.84%	\$3,661,702	3.49%	\$3,789,862	3.50%	\$3,922,507	3.50%	\$4,059,795	3.50%

Budgeted Expenditure Allocation by Object



Expenditure Projection



Municipal Retirement / Social Security Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

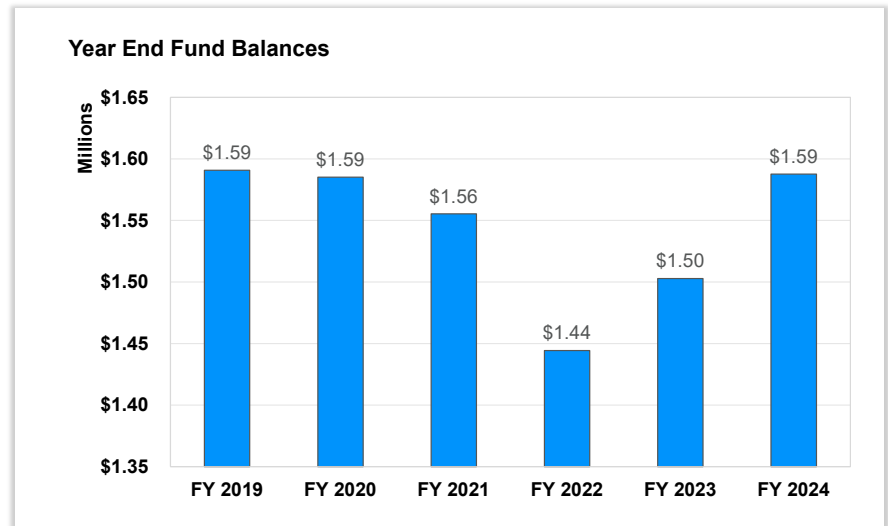
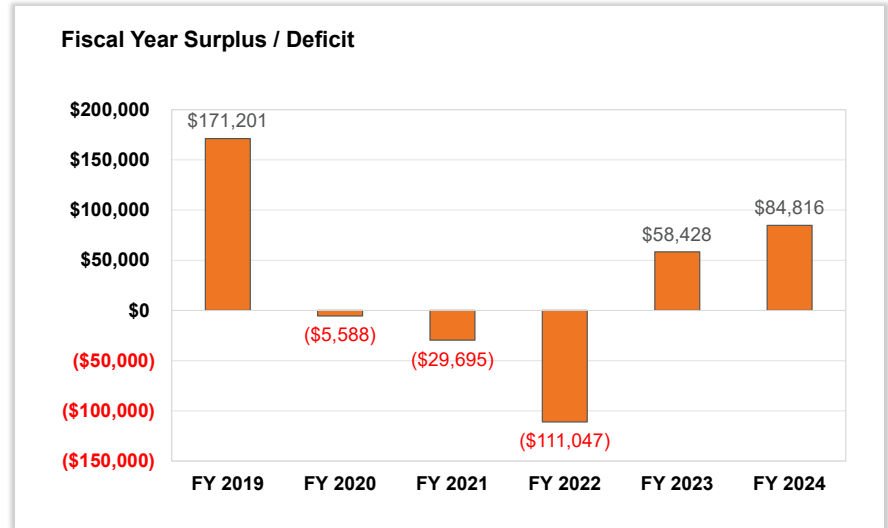
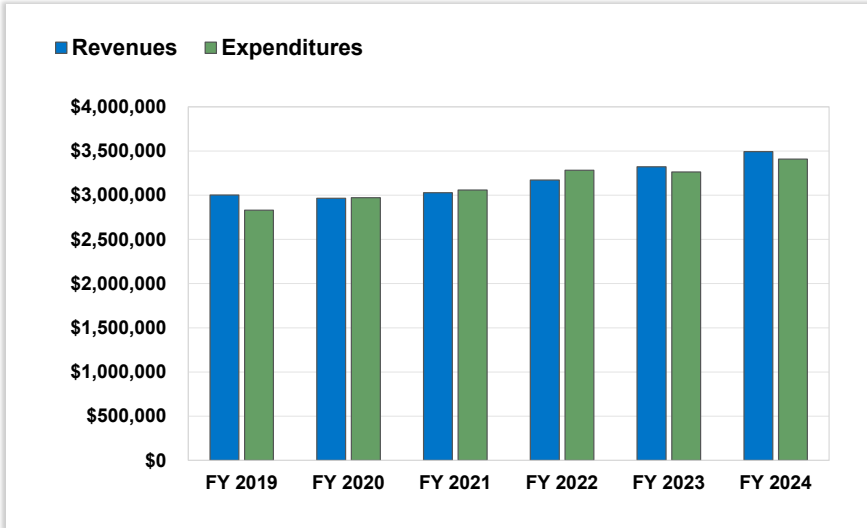
Historical Summary

	AFR	AFR	% Δ	AFR	% Δ	AFR	% Δ	AFR	% Δ	BUDGET	
	FY 2019	FY 2020		FY 2021		FY 2022		FY 2023		FY 2024	% Δ
REVENUE											
Local	\$3,001,857	\$2,965,777	-1.20%	\$3,029,155	2.14%	\$3,171,255	4.69%	\$3,321,985	4.75%	\$3,492,382	5.13%
State	\$0	\$0		\$0		\$0		\$0		\$0	
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$3,001,857	\$2,965,777	-1.20%	\$3,029,155	2.14%	\$3,171,255	4.69%	\$3,321,985	4.75%	\$3,492,382	5.13%
EXPENDITURES											
Salary and Benefit Costs	\$2,830,656	\$2,971,365	4.97%	\$3,058,850	2.94%	\$3,282,302	7.31%	\$3,263,557	-0.57%	\$3,407,565	4.41%
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL EXPENDITURES	\$2,830,656	\$2,971,365	4.97%	\$3,058,850	2.94%	\$3,282,302	7.31%	\$3,263,557	-0.57%	\$3,407,565	4.41%
SURPLUS / DEFICIT	\$171,201	(\$5,588)		(\$29,695)		(\$111,047)		\$58,428		\$84,816	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0		\$0		\$0		\$0		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$171,201	(\$5,588)		(\$29,695)		(\$111,047)		\$58,428		\$84,816	
BEGINNING FUND BALANCE	\$1,419,513	\$1,590,714		\$1,585,126		\$1,555,431		\$1,444,384		\$1,502,812	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0	
YEAR END BALANCE	\$1,590,714	\$1,585,126		\$1,555,431		\$1,444,384		\$1,502,812		\$1,587,628	
FUND BALANCE AS % OF EXPENDITURES	56.20%	53.35%		50.85%		44.01%		46.05%		46.59%	
FUND BALANCE AS # OF MONTHS OF EXPEND.	6.74	6.40		6.10		5.28		5.53		5.59	

Municipal Retirement / Social Security Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

Historical Summary



Capital Project Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

Projection Summary

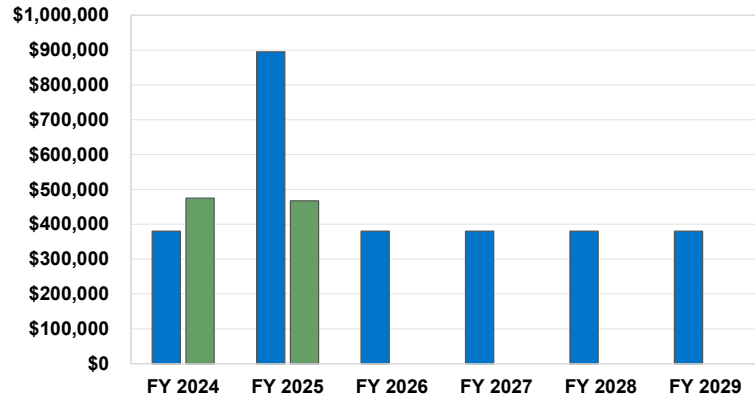
	BUDGET	PROJECTED		PROJECTED		PROJECTED		PROJECTED		PROJECTED	
	FY 2024	FY 2025	% Δ	FY 2026	% Δ	FY 2027	% Δ	FY 2028	% Δ	FY 2029	% Δ
REVENUE											
Local	\$380,043	\$895,064	135.52%	\$380,043	-57.54%	\$380,043	0.00%	\$380,043	0.00%	\$380,043	0.00%
State	\$0	\$0		\$0		\$0		\$0		\$0	
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$380,043	\$895,064	135.52%	\$380,043	-57.54%	\$380,043	0.00%	\$380,043	0.00%	\$380,043	0.00%
EXPENDITURES											
Salary and Benefit Costs	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$474,996	\$467,498	-1.58%	\$0	-100.00%	\$0		\$0		\$0	
TOTAL EXPENDITURES	\$474,996	\$467,498	-1.58%	\$0	-100.00%	\$0		\$0		\$0	
SURPLUS / DEFICIT	(\$94,954)	\$427,566		\$380,043		\$380,043		\$380,043		\$380,043	
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0		\$0		\$0		\$0		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	(\$94,954)	\$427,566		\$380,043		\$380,043		\$380,043		\$380,043	
BEGINNING FUND BALANCE	\$644,024	\$549,071		\$976,636		\$1,356,679		\$1,736,721		\$2,116,764	
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0	
PROJECTED YEAR END BALANCE	\$549,071	\$976,636		\$1,356,679		\$1,736,721		\$2,116,764		\$2,496,806	
FUND BALANCE AS % OF EXPENDITURES	115.59%	208.91%		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!	
FUND BALANCE AS # OF MONTHS OF EXPEND.	13.87	25.07		#DIV/0!		#DIV/0!		#DIV/0!		#DIV/0!	

Capital Project Fund

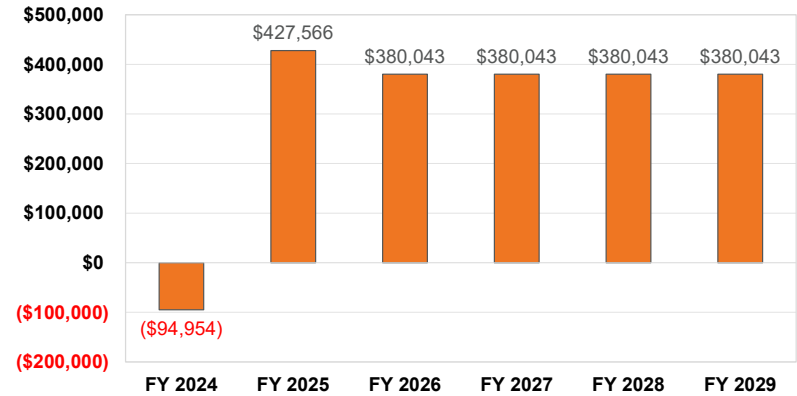
Huntley Community School District 158 | Display Budget FY25 - 072224

Projection Summary

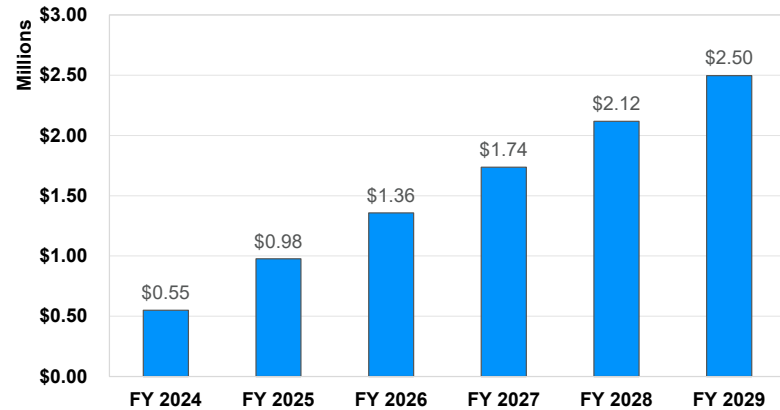
■ Revenues ■ Expenditures



Fiscal Year Surplus / Deficit



Year End Fund Balances



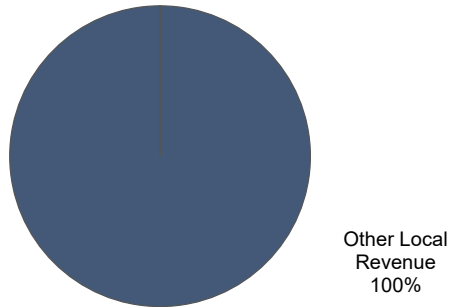
Capital Projects Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

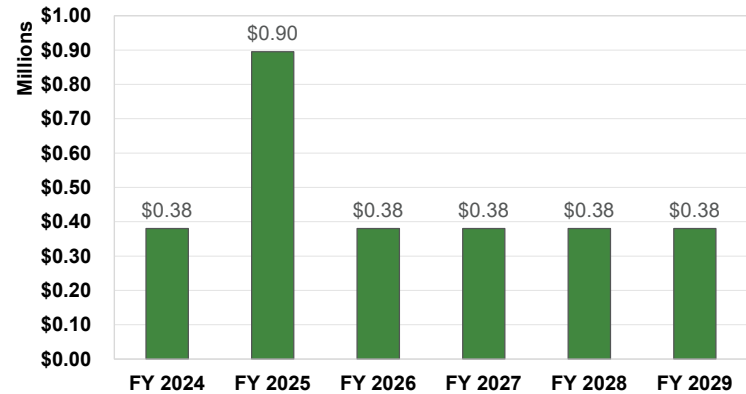
Revenue Analysis

	BUDGET	PROJECTED	PROJECTED		PROJECTED		PROJECTED		PROJECTED		
	FY 2024	FY 2025	% Δ	FY 2026	% Δ	FY 2027	% Δ	FY 2028	% Δ	FY 2029	% Δ
LOCAL											
Property Taxes	\$0	\$0		\$0		\$0		\$0		\$0	
Other Local Revenue	\$380,043	\$895,064	135.52%	\$380,043	-57.54%	\$380,043	0.00%	\$380,043	0.00%	\$380,043	0.00%
TOTAL LOCAL REVENUE	\$380,043	\$895,064	135.52%	\$380,043	-57.54%	\$380,043	0.00%	\$380,043	0.00%	\$380,043	0.00%
STATE											
Evidence Based Funding	\$0	\$0		\$0		\$0		\$0		\$0	
Other State Revenue	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL STATE REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL FEDERAL REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
FLOW-THROUGH REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$380,043	\$895,064	135.52%	\$380,043	-57.54%	\$380,043	0.00%	\$380,043	0.00%	\$380,043	0.00%

Budgeted Revenue Allocation by Source



Revenue Projection



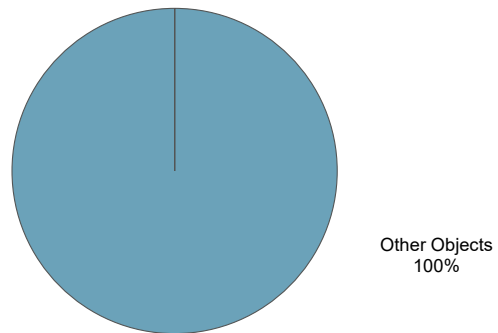
Capital Funds Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

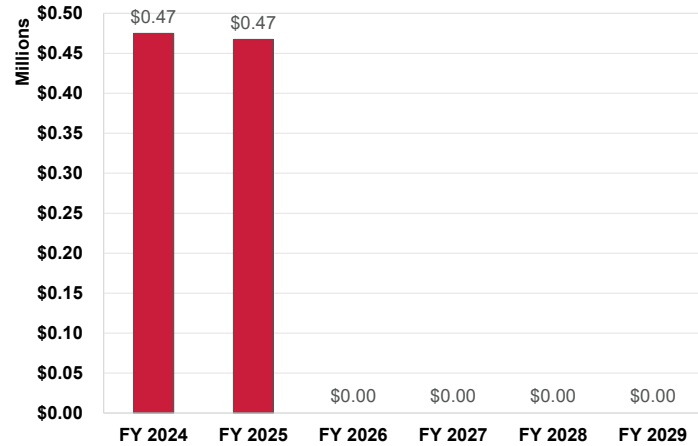
Expenditure Analysis

	BUDGET	PROJECTED	PROJECTED		PROJECTED		PROJECTED		PROJECTED		
	FY 2024	FY 2025	% Δ	FY 2026	% Δ	FY 2027	% Δ	FY 2028	% Δ	FY 2029	% Δ
Salaries	\$0	\$0		\$0		\$0		\$0		\$0	
Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL SALARIES & BENEFITS	\$0	\$0		\$0		\$0		\$0		\$0	
Purchased Services	\$0	\$0		\$0		\$0		\$0		\$0	
Supplies And Materials	\$0	\$0		\$0		\$0		\$0		\$0	
Capital Outlay	\$0	\$0		\$0		\$0		\$0		\$0	
Other Objects	\$474,996	\$467,498	-1.58%	\$0	-100.00%	\$0		\$0		\$0	
Non-Capitalized Equipment	\$0	\$0		\$0		\$0		\$0		\$0	
Termination Benefits	\$0	\$0		\$0		\$0		\$0		\$0	
Provision For Contingencies	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL ALL OTHER	\$474,996	\$467,498	-1.58%	\$0	-100.00%	\$0		\$0		\$0	
TOTAL EXPENDITURES	\$474,996	\$467,498	-1.58%	\$0	-100.00%	\$0		\$0		\$0	

Budgeted Expenditure Allocation by Object



Expenditure Projection



Capital Project Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

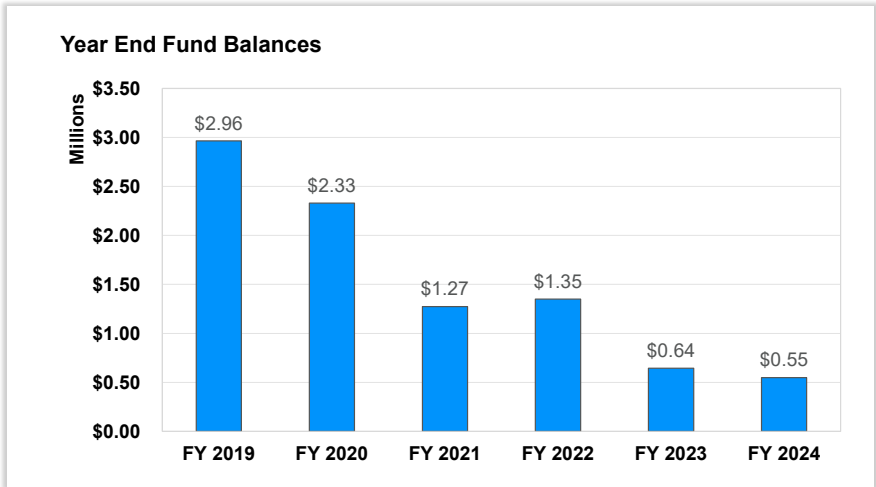
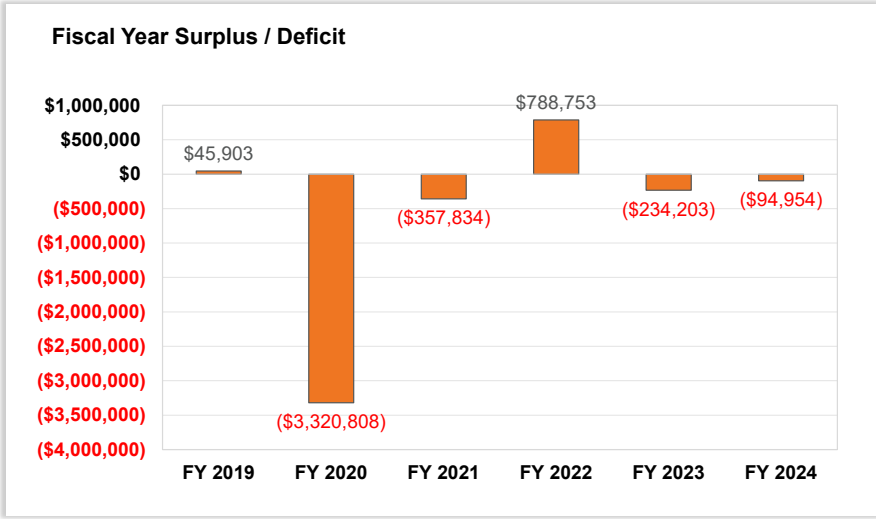
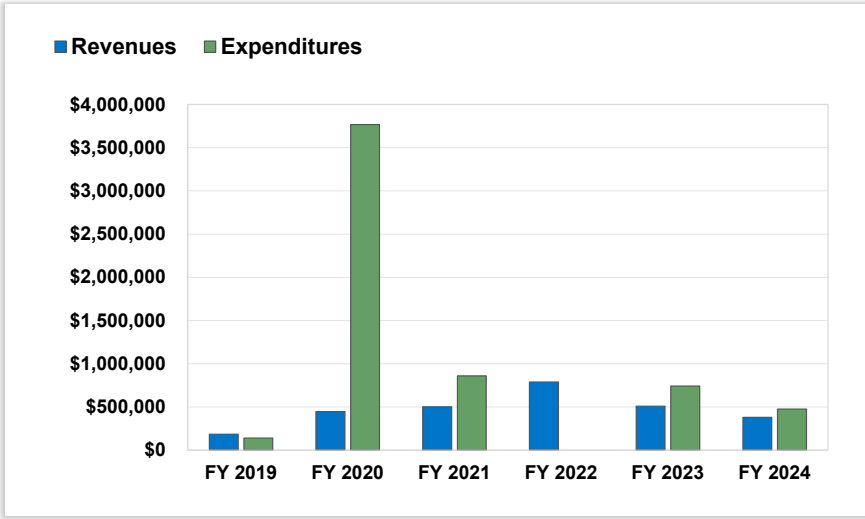
Historical Summary

	AFR		AFR		AFR		AFR		AFR		BUDGET	
	FY 2019	FY 2020	% Δ	FY 2021	% Δ	FY 2022	% Δ	FY 2023	% Δ	FY 2024	% Δ	
REVENUE												
Local	\$184,996	\$445,905	141.03%	\$502,117	12.61%	\$788,753	57.09%	\$508,328	-35.55%	\$380,043	-25.24%	
State	\$0	\$0		\$0		\$0		\$0		\$0		
Federal	\$0	\$0		\$0		\$0		\$0		\$0		
Other	\$0	\$0		\$0		\$0		\$0		\$0		
TOTAL REVENUE	\$184,996	\$445,905	141.03%	\$502,117	12.61%	\$788,753	57.09%	\$508,328	-35.55%	\$380,043	-25.24%	
EXPENDITURES												
Salary and Benefit Costs	\$0	\$0		\$0		\$0		\$0		\$0		
Other	\$139,093	\$3,766,713	2608.05%	\$859,951	-77.17%	\$0	-100.00%	\$742,531		\$474,996	-36.03%	
TOTAL EXPENDITURES	\$139,093	\$3,766,713	2608.05%	\$859,951	-77.17%	\$0	-100.00%	\$742,531		\$474,996	-36.03%	
SURPLUS / DEFICIT	\$45,903	(\$3,320,808)		(\$357,834)		\$788,753		(\$234,203)		(\$94,954)		
OTHER FINANCING SOURCES / USES												
Other Financing Sources	\$0	\$3,400,000		\$0		\$0		\$0		\$0		
Other Financing Uses	(\$1,112,831)	(\$714,651)		(\$697,713)		(\$711,863)		(\$472,270)		\$0		
TOTAL OTHER FIN. SOURCES / USES	(\$1,112,831)	\$2,685,349		(\$697,713)		(\$711,863)		(\$472,270)		\$0		
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	(\$1,066,928)	(\$635,459)		(\$1,055,547)		\$76,890		(\$706,473)		(\$94,954)		
BEGINNING FUND BALANCE	\$4,031,541	\$2,964,613		\$2,329,154		\$1,273,607		\$1,350,497		\$644,024		
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0		
YEAR END BALANCE	\$2,964,613	\$2,329,154		\$1,273,607		\$1,350,497		\$644,024		\$549,071		
FUND BALANCE AS % OF EXPENDITURES	2131.39%	61.84%		148.10%		#DIV/0!		86.73%		115.59%		
FUND BALANCE AS # OF MONTHS OF EXPEND.	255.77	7.42		17.77		#DIV/0!		10.41		13.87		

Capital Project Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

Historical Summary



Working Cash Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

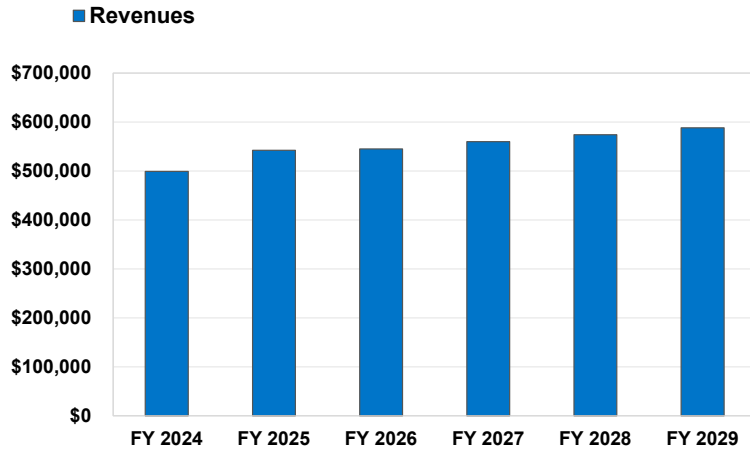
Projection Summary

	BUDGET	PROJECTED		PROJECTED		PROJECTED		PROJECTED		PROJECTED	
	FY 2024	FY 2025	% Δ	FY 2026	% Δ	FY 2027	% Δ	FY 2028	% Δ	FY 2029	% Δ
REVENUE											
Local	\$499,303	\$542,215	8.59%	\$545,107	0.53%	\$559,994	2.73%	\$574,161	2.53%	\$588,270	2.46%
State	\$0	\$0		\$0		\$0		\$0		\$0	
Federal	\$0	\$0		\$0		\$0		\$0		\$0	
Other	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$499,303	\$542,215	8.59%	\$545,107	0.53%	\$559,994	2.73%	\$574,161	2.53%	\$588,270	2.46%
OTHER FINANCING SOURCES / USES											
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0	
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0		\$0		\$0		\$0		\$0	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$499,303	\$542,215		\$545,107		\$559,994		\$574,161		\$588,270	
BEGINNING FUND BALANCE	\$5,966,028	\$6,465,331		\$7,007,545		\$7,552,652		\$8,112,645		\$8,686,806	
AUDIT ADJUSTMENTS TO FUND BALANCE											
PROJECTED YEAR END BALANCE	\$6,465,331	\$7,007,545		\$7,552,652		\$8,112,645		\$8,686,806		\$9,275,075	

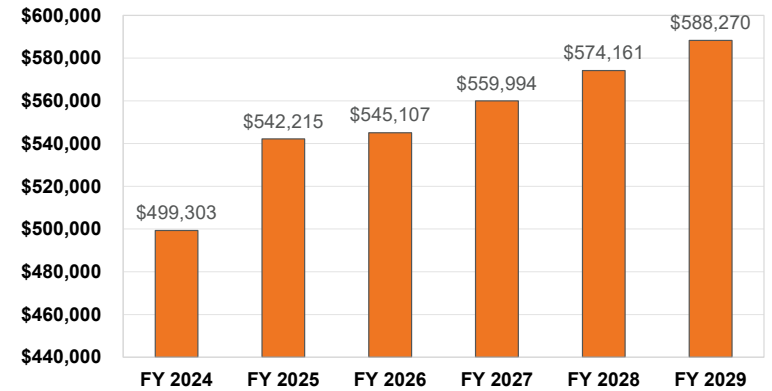
Working Cash Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

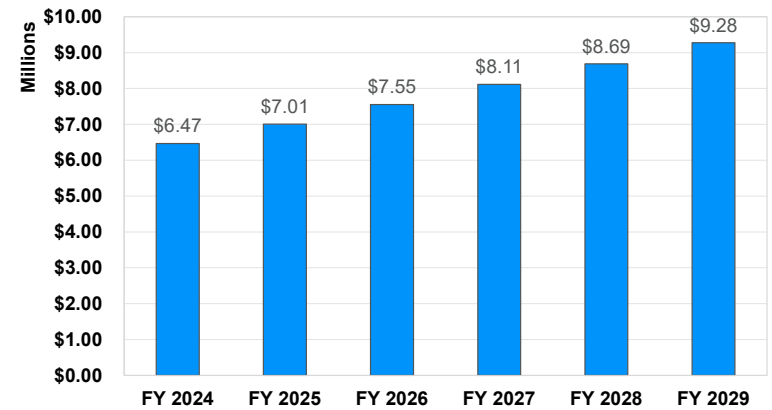
Projection Summary



Fiscal Year Surplus / Deficit



Year End Fund Balances



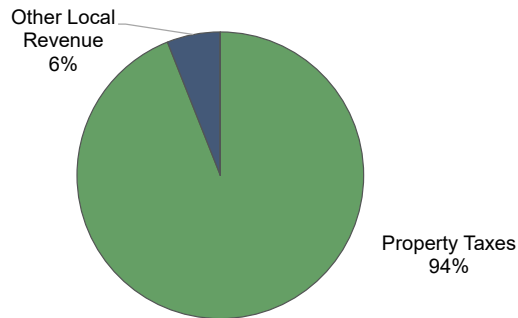
Working Cash Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

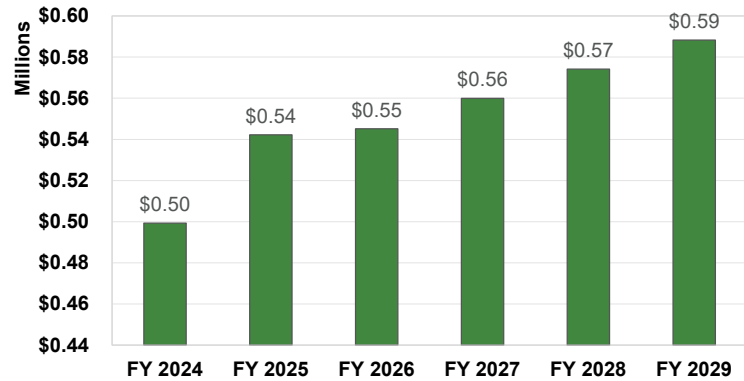
Revenue Analysis

	BUDGET	PROJECTED	PROJECTED		PROJECTED		PROJECTED		PROJECTED		
	FY 2024	FY 2025	% Δ	FY 2026	% Δ	FY 2027	% Δ	FY 2028	% Δ	FY 2029	% Δ
LOCAL											
Property Taxes	\$469,260	\$497,151	5.94%	\$515,064	3.60%	\$529,951	2.89%	\$544,118	2.67%	\$558,227	2.59%
Other Local Revenue	\$30,043	\$45,064	50.00%	\$30,043	-33.33%	\$30,043	0.00%	\$30,043	0.00%	\$30,043	0.00%
TOTAL LOCAL REVENUE	\$499,303	\$542,215	8.59%	\$545,107	0.53%	\$559,994	2.73%	\$574,161	2.53%	\$588,270	2.46%
STATE											
Evidence Based Funding	\$0	\$0		\$0		\$0		\$0		\$0	
Other State Revenue	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL STATE REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL FEDERAL REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
FLOW-THROUGH REVENUE	\$0	\$0		\$0		\$0		\$0		\$0	
TOTAL REVENUE	\$499,303	\$542,215	8.59%	\$545,107	0.53%	\$559,994	2.73%	\$574,161	2.53%	\$588,270	2.46%

Budgeted Revenue Allocation by Source



Revenue Projection



Working Cash Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

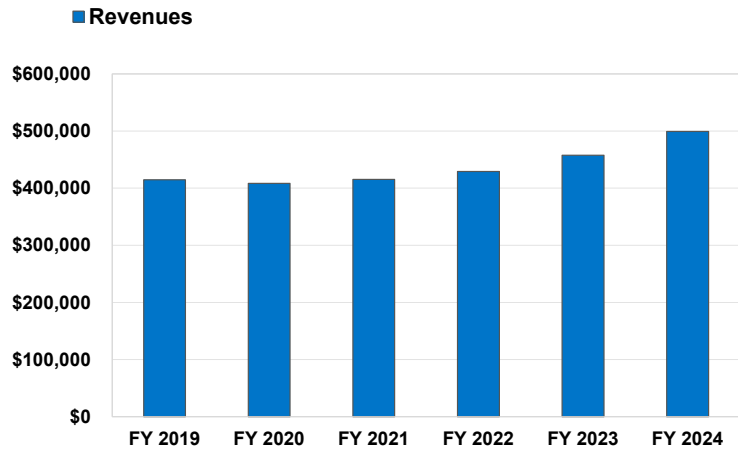
Historical Summary

	AFR FY 2019	AFR FY 2020	% Δ	AFR FY 2021	% Δ	AFR FY 2022	% Δ	AFR FY 2023	% Δ	BUDGET FY 2024		% Δ
REVENUE												
Local	\$414,710	\$408,285	-1.55%	\$415,323	1.72%	\$429,104	3.32%	\$457,587	6.64%	\$499,303	9.12%	
State	\$0	\$0		\$0		\$0		\$0		\$0		
Federal	\$0	\$0		\$0		\$0		\$0		\$0		
Other	\$0	\$0		\$0		\$0		\$0		\$0		
TOTAL REVENUE	\$414,710	\$408,285	-1.55%	\$415,323	1.72%	\$429,104	3.32%	\$457,587	6.64%	\$499,303	9.12%	
OTHER FINANCING SOURCES / USES												
Other Financing Sources	\$0	\$0		\$0		\$0		\$0		\$0		
Other Financing Uses	\$0	\$0		\$0		\$0		\$0		\$0		
TOTAL OTHER FIN. SOURCES / USES	\$0	\$0		\$0		\$0		\$0		\$0		
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	\$414,710	\$408,285		\$415,323		\$429,104		\$457,587		\$499,303		
BEGINNING FUND BALANCE	\$3,841,019	\$4,255,729		\$4,664,014		\$5,079,337		\$5,508,441		\$5,966,028		
AUDIT ADJUSTMENTS TO FUND BALANCE	\$0	\$0		\$0		\$0		\$0		\$0		
YEAR END BALANCE	\$4,255,729	\$4,664,014		\$5,079,337		\$5,508,441		\$5,966,028		\$6,465,331		

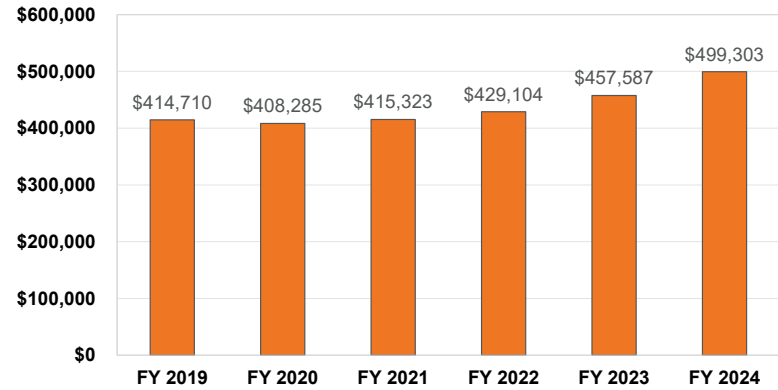
Working Cash Fund

Huntley Community School District 158 | Display Budget FY25 - 072224

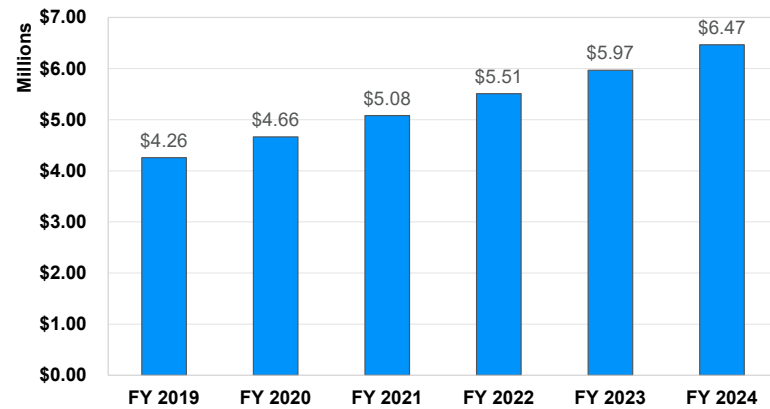
Historical Summary



Fiscal Year Surplus / Deficit



Year End Fund Balances





Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.huntley158.org

Date: August 1, 2024
To: Human Resources Committee and Administration
From: Adam Zehr, Associate Superintendent for Human Resources
Subject: Human Resources Updates

During the month of July Human Resources' primary projects included:

- Recruiting and hiring for the 24-25 school year
- Processing of new hires, transfer and resignations
- Continue to review enrollment to ensure proper staffing
- Processing summer credit reimbursement approval requests
- Recruitment of substitutes for 24-25 school year

Specific tasks to address for the month of August:

- Processing of new hires, transfers and resignations
- Orientation for substitutes
- Continue new hire orientations
- Mentor training
- Working with Alliant to review insurance rates

New Staff and Teacher Days

- [August 8th and 9th](#)
- August 12th and 13th Institute Days
- August 14th – First Day of School with Students



Huntley Community School District 158

650 Dr. John Burkey Drive (formerly Academic Drive)
Algonquin, Illinois 60102
(847) 659-6158 • huntley158.org

DATE: August 1, 2024
TO: Building and Grounds Committee
FROM: Kevin Lindquist, Director of Operations and Maintenance
RE: O & M Updates (R)
Building and Grounds Committee
Committee of the Whole, August 1, 2024

Below is a recap of activities in the O&M Department that have occurred since the July 18, 2024, Board of Education meeting and highlights of upcoming events.

1. Coordinated construction of the following capital improvement projects:
 - a. Guaranteed Energy Savings Contract RFP 2022-32A DX cooling system replacements. – *100% complete*
 - b. Curtain wall restoration and unit ventilator ductwork modifications at Huntley High School’s two-story, 1996 section. *Contractor’s exterior work is to remain ongoing through the Fiscal Year.*
 - c. Community Solar installation at Reed Road Campus. Forefront Power has initiated a new step in the interconnect application with ComEd. *Construction is forecasted to start in Fall of 2024.*
 - d. Huntley High School Roof Restoration –*Completion on track before 8/12/24.*
 - e. Asphalt Sealcoat, Crack Fill, and Traffic Paint–*Completed*
 - f. Floor Finish Replacement at Leggee and Chesak- Work Completed and cleaning has been in progress.
2. Coordinated the development of conceptual pricing for the “mobile microgrid” associated with D158’s assigned portion of the Renew America 95% funding initiative for carbon-reducing capital projects initiatives. *Dialog continues with:*
 - a. *ComEd continues consideration for participation in Pilot V2G as a part of the project and to fulfill ComEd’s goal of tracking a pilot V2G.*
 - b. *Charger manufacturers, EV bus manufacturers, and telematics software developers on available options to support our goals. Interviews were conducted with five service providers on 4-19-24 as the first step in the final evaluation of the best fit for charger/EV bus/management software*

Attachments

None

KL/jk



Huntley Community School District 158

650 Dr. John Burkey Drive (formerly Academic Drive)
Algonquin, Illinois 60102
(847) 659-6158 • huntley158.org

DATE: August 1, 2024
TO: Building and Grounds Committee
FROM: Kevin Lindquist, Director of Operations and Maintenance
RE: FY25 O & M Deferred Maintenance Capital Projects Report (R)
Committee of the Whole, August 1, 2024
Building Committee Agenda

Background:

For about 20 years, in late summer, the Administration has been presenting the Board of Education with a report with a ten-year view of large-scale life cycle replacement projects which the Administration recommends the Board of Education consider to preserve the physical plant infrastructure.

Attached is this year’s update on this report.

Page 2 is the latest value of the physical plant and the contents of each facility. This is inserted to put some perspective on the value protected by the proposed investment in the attached report.

The report contains two separate, ten-year looks down the road of the same data:

- By Fiscal Year
- By Task

The “By Year” sort is best looked at for the detailed data for the prompt, next summer work ahead in detail and the ten-year look at the projected average investment needed to preserve the current condition of the facilities.

The “By Task” look provides some idea of where the proposed investments are over the next ten years and what financial burden each place on the budget years ahead.

Each section has a summary page followed by the details for each database behind it.

The Administration is presenting this report as attached to gain consensus for the commencement of the design development of several large-scale projects for the summer of 2025.

The green highlighted rows in the Detail by Year section (; page 4) are FY 25 budgeted projects that are under construction right now.

The orange highlighted rows in the Detail by Year section (; pages 4 thru 7) are proposed budgeted projects that the Administration recognizes are beyond the predicted end-of-life of equipment or are added-value projects. In both cases, this year’s list also includes budget line items for Huntley High School Athletic Fields update needs identified by the District 158 Administration.

The balance of the tasks shown on the tentative plan will be re-evaluated as the year approaches intending to finalize in the late winter or early spring in conjunction with the presentation of the first draft of the FY25 budget.

CSD 158 Value of Property and Contents
Per Industrial Appraisal Company report dated 9/2013

Building Name	Building Value	Contents	Mobile Equip	Valuable Papers	Accounts Receivable	EDP Equip	EDP Media	EDP Extra Expense	Fine Arts	Musical Instruments	Audio Visual Equip	TOTAL TIVS BY LOCATION- Bottom of group is the total for district
HUNTLEY HIGH SCHOOL	90,393,198	4,706,943	58,616	0	0	813,496	0	0	0	60,310	219,454	96,252,017
HUNTLEY HS CONCESSION STAND	545,281		4,192	0	0		0	0	0			549,473
HHS ATHLETIC FIELD & PRESS BOX	2,723,522	945,364	6,984	0	0		0	0	0		8,119	3,683,989
HHS STORAGE GARAGE/SHEDS/CONTAINERS	184,650	2,812	10,353	0	0		0	0	0			197,815
HHS DUGOUTS	52,385			0	0		0	0	0			52,385
LEGEE ELEMENTARY SCHOOL	17,660,623	1,740,251	6,961	0	0	186,512	0	0	0	23,114	122,362	19,739,823
HARMONY ROAD CAMPUS	853,611	4,682		0	0		0	0	0			858,293
MARTIN ELEMENTARY SCHOOL	23,796,472	2,049,724	6,961	0	0	72,257	0	0	0	38,237	77,257	26,040,908
CHESAK SCHOOL	24,464,086	1,718,751	3,535	0	0	221,993	0	0	0	35,275	89,875	26,533,515
MARLOWE MIDDLE SCHOOL	34,545,452	2,117,112	13,616	0	0	368,772	0	0	0	106,366	116,096	37,267,414
MARLOWE SHEDS & ATHLETIC FIELD	817,010	62,570		0	0		0	0	0			879,580
REED ROAD CAMPUS	929,082	126,825		0	0		0	0	0			1,055,907
MACKEBEN ELEMENTARY	18,977,834	1,471,307	1,995	0	0	91,435	0	0	0	19,478	23,150	20,585,199
MACKEBEN STORAGE SHED	29,174			0	0		0	0	0			29,174
CONLEY ELEMENTARY SCHOOL	18,806,317	1,285,043	1,995	0	0	208,739	0	0	0	28,186	48,544	20,378,824
CONLEY STORAGE SHED	29,174			0	0		0	0	0			29,174
HEINEMAN MIDDLE SCHOOL	22,752,681	1,598,042	20,220	0	0	269,887	0	0	0	78,295	70,137	24,789,262
HEINEMAN SHEDS & ATHLETIC FIELD	834,564	55,055		0	0		0	0	0			889,619
NEW TRANS/ADMIN. CENTER	11,033,539	1,244,550	100,164	0	0		0	0	0		6,839	12,385,092
DISTRICT THROUGHOUT	533,434	295,426		0	0		0	0	0			828,860
SQUARE BARN ROAD CAMPUS	1,732,071			0	0		0	0	0			1,732,071
	271,694,160	19,424,457	235,592	0	0	2,233,091	0	0	0	389,261	781,833	294,758,394

HCSD158 Physical Plant Capital Replacement Life Cycle Study

Ten Year Look Forward Sorted by Year

Executive Summary

last edit 7/23/2024

SPECIAL NOTE: All costs posted are present value

Fiscal Year	Physical Plant Needs Year Budget Total
FY25	\$ 3,214,146
FY26	\$ 2,160,794
FY27	\$ 3,472,692
FY28	\$ 2,373,465
FY29	\$ 2,473,648
FY30	\$ 3,806,992
FY31	\$ 4,580,698
FY32	\$ 2,081,565
FY33	\$ 1,135,303
FY34	\$ 1,606,798
Ten Year Total Cost	\$ 26,906,101
Average Annual Cost	\$ 2,690,610

**HCSD158 Physical Plant Capital Replacement Life Cycle Study
Ten Year Look Forward**

last edit 07/23/24

Sorted by Year

Detail

Location	Fiscal Yr	project description	budget
District 158	FY25	Asphalt Repairs	\$ 25,000
Conley playground	FY25	Asphalt Replacement	\$ 130,000
Marlowe to Martin drive new pavement FY23	FY25	Asphalt sealcoat	\$ 56,186
Martin-bus lot new pavement FY23	FY25	Asphalt sealcoat	see row 25
Trans bus lot	FY25	Asphalt sealcoat	see row 25
Chesak-classrooms-phase 2 - 300 wing	FY25	Carpet replacement	see row 31
Chesak-classrooms-phase 3 - 200 wing	FY25	Carpet replacement	see row 31
Leggee-classrooms-phase 2 - 200 wing	FY25	Carpet replacement	see row 31
Leggee-classrooms-phase 3 - 100 wing	FY25	Carpet replacement	\$ 589,434
Chesak - 225 ton air-cooled original 2000	FY25	Chiller replacement	\$ 283,832
Huntley High-east-overhauled w fans replaced in 2016	FY25	Chiller replacement	\$ 808,864
Admin door 1 and door 5 tobus lot	FY25	Concrete walk replacement	\$ 65,000
Administration Transportation Center	FY25	fire sprinkler QR head replacements	\$ 3,030
Chesak	FY25	fire sprinkler QR head replacements	\$ 7,214
Conley Elementary School	FY25	fire sprinkler QR head replacements	\$ 5,457
Hienemann Middle School	FY25	fire sprinkler QR head replacements	\$ 5,928
Leggee	FY25	fire sprinkler QR head replacements	\$ 5,452
Mackeben Elementary School	FY25	fire sprinkler QR head replacements	\$ 5,457
Marlowe Middle School	FY25	fire sprinkler QR head replacements	\$ 9,097
Martin	FY25	fire sprinkler QR head replacements	\$ 5,457
RRC buildings	FY25	Infrared scan electrical distribution systems	\$ 10,000
Conley	FY25	Playground safety surface replacement	\$ 20,738
Huntley High - phase 5 - areas Q, R, GG, FF, N, O, P w 4ksf wet insul	FY25	Roof replacement w 1st alphagaurd	\$ 703,000
District 158	FY25	Tuckpointing.sealant replacement	\$ 75,000
HHS Central Circle	FY25	Window curtain wall restoration	\$ 400,000
District 158	FY26	Asphalt Repairs	\$ 25,000
Huntley High door 11 to 25 w FDR	FY26	Asphalt Replacement	\$ 261,608
Huntley High door 29 thru 3 w FDR	FY26	Asphalt Replacement	\$ 325,500
Trans service garage perimeter only needs FDR	FY26	Asphalt Replacement	\$ 843,500
Chesak	FY26	Cafeteria tables replacement	\$ 31,824
Conley-classrooms first floor	FY26	Carpet replacement	\$ 164,475
Mackeben-classrooms first floor	FY26	Carpet replacement	\$ 164,475
Martin-classrooms 400 wing	FY26	Carpet replacement	\$ 159,413
SBRC buildings	FY26	Infrared scan electrical distribution systems	\$ 10,000
District	FY26	Life safety survey - 10 year	\$ 70,000
Huntley High School - north circle-door 29	FY26	Rubber stair tread replacement	\$ 27,000
Huntley High School School - west circle - door 27	FY26	Rubber stair tread replacement	\$ 23,000
District 158	FY26	Tuckpointing.sealant replacement	\$ 55,000
District 158	FY27	Asphalt Repairs	\$ 15,000
AdminTrans & JB dr last crackfill 2021 last sealcoat 2018	FY27	asphalt sealcoat	\$ 40,838
Chesak bus & car lots last done 2019 sealcoat and crackfill	FY27	Asphalt sealcoat	\$ 50,838
Conley car lot last done 2022 crackfill only	FY27	Asphalt sealcoat	\$ 26,334
Conley.Mackeben bus lot last done 2022 crackfill only	FY27	Asphalt sealcoat	\$ 27,873
Heineman last done 2022 crackfill only	FY27	Asphalt sealcoat	\$ 36,363
Huntley High door 29 thru 3	FY27	Asphalt sealcoat	\$ 15,903
Huntley High door 3 thru 11	FY27	Asphalt sealcoat	\$ 41,755
Huntley High entrance drives	FY27	Asphalt sealcoat	\$ 12,460
Leggee last done 2020 sealcoat and crackfill	FY27	Asphalt sealcoat	\$ 27,873
Mackeben car lot last done 2022 crackfill only	FY27	Asphalt sealcoat	\$ 23,017
Marlowe bus.car lots and dr last done 2023 crackfill and sealcoat	FY27	Asphalt sealcoat	\$ 61,782
Martin-staff lot last done 2019 sealcoat and crackfill	FY27	Asphalt sealcoat	\$ 21,632
Conley original 2005	FY27	Cafeteria tables replacement	\$ 40,664
Mackeben original 2005	FY27	Cafeteria tables replacement	\$ 35,360
Leggee - 225 ton air-cooled overhauled 2014	FY27	Chiller replacement	\$ 220,000
Martin - 225 ton air-cooled-overhauled in fall 2015	FY27	Chiller replacement	\$ 220,000
Heineman - nine large condensers	FY27	Condenser replacements	\$ 2,238,000

HRC buildings	FY27	Infrared scan electrical distribution systems	\$ 10,000
Chesak	FY27	Playground safety surface replacement	\$ 68,942
Martin	FY27	Playground safety surface replacement	\$ 30,125
Leggee	FY27	Playground safety surface replacement 2022	\$ 48,116
Chesak	FY27	RTU Itellipak Refresh Program	\$ 53,628
District 158	FY27	Tuckpointing.sealant replacement	\$ 55,000
O&M Dept C-3 cargo van 2016	FY27	Vehicle replacement	\$ 32,000
Heineman - last done 2017	FY27	Wood gym floor sanding	\$ 19,189
District 158	FY28	Asphalt Repairs	\$ 25,000
Conley receiving area w FDR	FY28	Asphalt Replacement	\$ 55,307
Mackeben receiving area w FDR	FY28	Asphalt Replacement	\$ 136,528
Conley reveiving area	FY28	Asphalt sealcoat	\$ 2,217
Huntley High door 11 to 25	FY28	Asphalt sealcoat	\$ 10,551
Mackeben receiving area	FY28	Asphalt sealcoat	\$ 5,506
District Wide Burglar Alarm Software Upgrade	FY28	Burglar Alarm Software Upgrade	\$ 20,316
Marlowe-2007 café	FY28	Cafeteria tables replacement	\$ 22,984
Martin	FY28	Cafeteria tables replacement	\$ 42,432
Conley-classrooms-2nd floor	FY28	Carpet replacement	\$ 141,615
Heineman-first floor	FY28	Carpet replacement	\$ 191,383
Heineman-second floor	FY28	Carpet replacement	\$ 134,563
Mackeben-classrooms-2nd floor	FY28	Carpet replacement	\$ 141,615
Marlowe-first floor 2005	FY28	Carpet replacement	\$ 191,383
Marlowe-second floor 2005	FY28	Carpet replacement	\$ 134,563
Marlowe gyms - two large condenser	FY28	Condenser replacements	\$ 230,000
RRC buildings	FY28	Infrared scan electrical distribution systems	\$ 10,000
Huntley High-96/98 section	FY28	Retrofit light fixtures w LED w driver	\$ 240,000
Harmony Rd	FY28	Snow removal tractor replacement	\$ 21,000
Huntley High - 8 yr cycle	FY28	Tennis court surface restoration	\$ 160,000
Huntley High - 10 year cycle recommended - original 2013	FY28	Track resurfacing	\$ 282,500
District 158	FY28	Tuckpointing.sealant replacement	\$ 100,000
O&M Dept M-4 snowplow pickup w dump 2018	FY28	Vehicle replacement	\$ 42,000
O&M Dept C-1 cargo van 2015	FY28	Vehicle replacement	\$ 32,000
District 158	FY29	Asphalt Repairs	\$ 25,000
Huntley High NE student lot expansion w FDR	FY29	Asphalt Replacement	\$ 101,760
Marlowe to Martin drive	FY29	Asphalt sealcoat	\$ 5,181
Martin-bus lot	FY29	Asphalt sealcoat	\$ 22,829
Trans bus lot	FY29	Asphalt sealcoat	\$ 41,211
Heineman- locker commons	FY29	Carpet replacement	\$ 73,544
Huntley High -replaced 2007 - phase 1 - 96/98 section	FY29	Carpet replacement	\$ 64,923
Marlowe- locker commons 2005&2007	FY29	Carpet replacement	\$ 110,316
Martin-classrooms 200 wing	FY29	Carpet replacement	\$ 184,523
Martin-classrooms 300 wing	FY29	Carpet replacement	\$ 174,311
HHS - 2002 additions	FY29	fire sprinkler QR head replacements	\$ 21,318
SBRC buildings	FY29	Infrared scan electrical distribution systems	\$ 10,000
Conley	FY29	Playground safety surface replacement	\$ 20,736
Mackeben	FY29	Playground safety surface replacement	\$ 16,157
Huntley High-02 section	FY29	Retrofit light fixtures w LED w driver	\$ 240,000
Heineman - one (2005)	FY29	RTU replacements	\$ 50,000
Huntley High- one (1999)	FY29	RTU replacements	\$ 130,000
Marlowe - one (2005)	FY29	RTU replacements	\$ 50,000
Martin - three (2002)	FY29	RTU replacements	\$ 375,000
Huntley High - stadium recommended 12 yr cycle original 2013	FY29	Synthetic turf replacement	\$ 600,000
District 158	FY29	Tuckpointing.sealant replacement	\$ 100,000
O&M Dept M-1 snowplow pickup 2019	FY29	Vehicle replacement	\$ 42,000
Chesak	FY29	Wood gym floor sanding	\$ 14,842
District 158	FY30	Asphalt Repairs	\$ 25,000
Marlowe bus lot w FDR - last done 2015	FY30	Asphalt Replacement	\$ 242,550
Heineman	FY30	Asphalt sealcoat	\$ 36,363
Huntley High door 29 thru 3	FY30	Asphalt sealcoat	\$ 15,903
Leggee	FY30	Asphalt sealcoat	\$ 27,873

Mackeben car lot	FY30	Asphalt sealcoat	\$ 23,017
Martin-staff lot	FY30	Asphalt sealcoat	\$ 21,632
Huntley High - field house -first installed 2015	FY30	Athletic floor replacement	\$ 700,000
Huntley High School - baseball field	FY30	Bleacher system replacement	\$ 423,000
Huntley High School - softball field	FY30	Bleacher system replacement	\$ 374,000
District 158- system update last done FY22	FY30	Building Automation Update	\$ 800,000
Huntley High -replaced 2008 - phase 2 - 96/98 section	FY30	Carpet replacement	\$ 64,923
Huntley High -replaced 2009 - phase 3 - 96/98 section	FY30	Carpet replacement	\$ 64,923
Marlowe-first floor 2007	FY30	Carpet replacement	\$ 124,782
Marlowe-second floor 2007	FY30	Carpet replacement	\$ 115,781
HRC buildings	FY30	Infrared scan electrical distribution systems	\$ 10,000
Chesak	FY30	Retrofit light fixtures w LED w driver	\$ 160,000
Conley - two west (2005)	FY30	RTU replacements	\$ 257,000
Reed Rd	FY30	Snow removal tractor replacement	\$ 21,000
Chesak - under 5 RTUs	FY30	Sprinkler dry pendant head replacements	\$ 16,667
HHS - under one RTU	FY30	Sprinkler dry pendant head replacements	\$ 3,333
Leggee - under 4 RTUs	FY30	Sprinkler dry pendant head replacements	\$ 13,333
Martin- under 3 RTUs	FY30	Sprinkler dry pendant head replacements	\$ 10,000
Marlowe - 8 year cycle	FY30	Track resurfacing	\$ 90,000
District 158	FY30	Tuckpointing.sealant replacement	\$ 100,000
O&M Dept M-2 snow plow pickup 2022	FY30	Vehicle replacement	\$ 42,000
Martin	FY30	Wood gym floor sanding	\$ 23,913
District 158	FY31	Asphalt Repairs	\$ 25,000
Dr. John Burkey Dr north of 3 way w FDR	FY31	Asphalt Replacement	\$ 253,260
Huntley High door 25 thru 29 w FDR	FY31	Asphalt Replacement	\$ 730,552
Huntley High door 3 thru 11 w FDR (permimeter only) last done 2015	FY31	Asphalt Replacement	\$ 775,335
Chesak bus & car lots	FY31	Asphalt sealcoat	\$ 50,838
Conley car lot	FY31	Asphalt sealcoat	\$ 26,334
Conley.Mackeben bus lot	FY31	Asphalt sealcoat	\$ 27,873
Huntley High door 11 to 25	FY31	Asphalt sealcoat	\$ 10,551
Marlowe bus.car lots and dr	FY31	Asphalt sealcoat	\$ 61,782
Huntley High School	FY31	Athletic Field Enhancements	\$ 1,000,000
Huntley High	FY31	Cafeteria tables replacement	\$ 90,168
Admin Trans	FY31	Carpet replacement	\$ 126,034
Huntley High -replaced 2010 - phase 4 - 96/98 section	FY31	Carpet replacement	\$ 64,923
RRC buildings	FY31	Infrared scan electrical distribution systems	\$ 10,000
Chesak	FY31	Playground safety surface replacement	\$ 68,942
Leggee	FY31	Playground safety surface replacement	\$ 48,116
Martin	FY31	Playground safety surface replacement	\$ 30,125
Chesak - five (2000)	FY31	RTU replacements	\$ 600,000
Marlowe - one (2007)	FY31	RTU replacements	\$ 50,000
Heineman - 8 year cycle	FY31	Track resurfacing	\$ 90,000
District 158	FY31	Tuckpointing.sealant replacement	\$ 100,000
O&M Dept C-2 cargo van 2022	FY31	Vehicle replacement	\$ 32,000
Huntley High-central - last done 2016	FY31	Wood gym floor sanding	\$ 20,323
Marlowe-north - last done 2016	FY31	Wood gym floor sanding	\$ 19,189
Conley	FY31	Wood gym floor sanding	\$ 14,329
Huntley High entrance drives w FDR	FY31	Asphalt Replacement	\$ 255,024
District 158	FY32	Asphalt Repairs	\$ 25,000
Dr. John Burkey Dr south of 3 way w Admin Trans car lot- last done 2017	FY32	Asphalt Replacement	\$ 594,000
AdminTrans & JB dr	FY32	Asphalt sealcoat	\$ 40,838
Conley reveiving area	FY32	Asphalt sealcoat	\$ 2,217
Huntley High door 25 thru 29	FY32	Asphalt sealcoat	\$ 29,291
Huntley High door 3 thru 11 last done 2017 crackfill and sealcoat	FY32	Asphalt sealcoat	\$ 41,755
Huntley High entrance drives last done 2016 sealcoat and crackfill	FY32	Asphalt sealcoat	\$ 12,460
Mackeben receiving area	FY32	Asphalt sealcoat	\$ 5,506
Huntley High -replaced 2011 - phase 5 - 96/98 section	FY32	Carpet replacement	\$ 64,923
Mackeben - 225 ton air-cooled (new in 2012)	FY32	Chiller replacement	\$ 220,000
SBRC buildings	FY32	Infrared scan electrical distribution systems	\$ 10,000
Chesak - one (2003)	FY32	RTU replacements	\$ 130,000

Leggee - one (2003)	FY32	RTU replacements	\$ 130,000
Leggee - three (2000)	FY32	RTU replacements	\$ 375,000
Mackeben - two south (2005)	FY32	RTU replacements	\$ 250,000
Square Barn Rd	FY32	Snow removal tractor replacement	\$ 21,000
District 158	FY32	Tuckpointing.sealant replacement	\$ 100,000
Marlowe-south - last done 2017	FY32	Wood gym floor sanding	\$ 15,246
Mackeben	FY32	Wood gym floor sanding	\$ 14,329
District 158	FY33	Asphalt Repairs	\$ 25,000
Martin-staff lot last done w FDR 2018	FY33	Asphalt Replacement	\$ 253,000
AdminTrans & JB dr last crackfill 2021 last sealcoat 2018	FY33	asphalt sealcoat	\$ 40,838
Marlowe to Martin drive	FY33	Asphalt sealcoat	\$ 5,181
Martin-bus lot	FY33	Asphalt sealcoat	\$ 22,829
Trans bus lot	FY33	Asphalt sealcoat	\$ 41,211
Conley-hallways	FY33	Carpet replacement	\$ 126,321
Huntley High -replaced 2012 - phase 6 - 96/98 section	FY33	Carpet replacement	\$ 64,923
Huntley High-central-380 ton replacement (new in 2013)	FY33	Chiller replacement	\$ 250,000
HRC buildings	FY33	Infrared scan electrical distribution systems	\$ 10,000
Conley	FY33	Playground safety surface replacement	\$ 18,000
Mackeben	FY33	Playground safety surface replacement	\$ 18,000
Huntley High - 8 yr cycle	FY33	Tennis court surface restoration	\$ 160,000
District 158	FY33	Tuckpointing.sealant replacement	\$ 100,000
District 158	FY34	Asphalt Repairs	\$ 25,000
Chesak bus lot & car lot FDR done 2018	FY34	Asphalt Replacement	\$ 594,600
Heineman - last done 2019	FY34	Asphalt Replacement	\$ 425,300
Leggee - last done 2019	FY34	Asphalt Replacement	\$ 326,000
Huntley High door 29 thru 3	FY34	Asphalt sealcoat	\$ 15,903
Martin-staff lot	FY34	Asphalt sealcoat	\$ 21,632
Leggee- 16 tables	FY34	Cafeteria tables replacement	\$ 28,288
Huntley High -replaced 2013 - phase 7 - 02 section part 1	FY34	Carpet replacement	\$ 60,076
RRC buildings	FY34	Infrared scan electrical distribution systems	\$ 10,000
District 158	FY34	Tuckpointing.sealant replacement	\$ 100,000

HCSD158 Physical Plant Capital Replacement Life Cycle Study

Ten Year Look Forward

Sorted by Task

Executive Summary

SPECIAL NOTE: All costs posted are present value

last edited

7/23/2024

Category	Ten year forecast	
Asphalt repairs	\$	240,000
Asphalt replacement	\$	6,303,824
Asphalt Sealcoat and crackfill asphalt pavement	\$	1,112,176
Athletic Fields Enhancements	\$	1,000,000
Athletic floor replacement	\$	700,000
Bleacher system replacement	\$	797,000
Building Automation System updating	\$	800,000
Burglar Alarm System Software Update	\$	20,316
Cafeteria tables replacement	\$	291,720
Carpet replacement	\$	3,498,144
Chiller replacement	\$	2,002,696
Concrete walk replacement	\$	65,000
Condenser replacements, large	\$	2,468,000
Infrared scan electrical distribution system	\$	100,000
fire sprinkler QR head replacements	\$	68,410
Life Safety Survey - 10 year required by State Statute	\$	70,000
Playground safety surface management	\$	387,996
Retrofit Lighting Systems	\$	640,000
Roof replacements / restoration	\$	703,000
RTU Refresh Program	\$	53,628
Roof-top (RTU) HVAC equipment replacement	\$	2,397,000
Rubber stair tread replacement	\$	50,000
Snow removal tractor replacement	\$	63,000
Sprinkler dry pendant heads replacements	\$	43,333
Synthetic stadium field material replacement	\$	600,000
Tennis court resurfacing - 8 year cycle	\$	320,000
Track resurfacing	\$	462,500
Tuckpointing	\$	885,000
Vehicle replacement-O&M	\$	222,000
Window curtain wall restoration	\$	400,000
Wood gym floor restoration	\$	141,358
Grand Total Ten Year Look	\$	26,906,101

**HCSD158 Physical Plant Capital Replacement Life Cycle Study
Ten Year Look Forward**

Sorted by Task

last edit 07/23/24

Detail				
Location	Fiscal Yr	project description	budget	subtotal
District 158	FY25	Asphalt Repairs	\$ 25,000	
District 158	FY26	Asphalt Repairs	\$ 25,000	
District 158	FY27	Asphalt Repairs	\$ 15,000	
District 158	FY28	Asphalt Repairs	\$ 25,000	
District 158	FY29	Asphalt Repairs	\$ 25,000	
District 158	FY30	Asphalt Repairs	\$ 25,000	
District 158	FY31	Asphalt Repairs	\$ 25,000	
District 158	FY32	Asphalt Repairs	\$ 25,000	
District 158	FY33	Asphalt Repairs	\$ 25,000	
District 158	FY34	Asphalt Repairs	\$ 25,000	\$ 240,000
Conley playground	FY25	Asphalt Replacement	\$ 130,000	
Huntley High door 11 to 25 w FDR	FY26	Asphalt Replacement	\$ 261,608	
Huntley High door 29 thru 3 w FDR	FY26	Asphalt Replacement	\$ 325,500	
Trans service garage perimeter only needs FDR	FY26	Asphalt Replacement	\$ 843,500	
Conley receiving area w FDR	FY28	Asphalt Replacement	\$ 55,307	
Mackeben receiving area w FDR	FY28	Asphalt Replacement	\$ 136,528	
Huntley High NE student lot expansion w FDR	FY29	Asphalt Replacement	\$ 101,760	
Marlowe bus lot w FDR - last done 2015	FY30	Asphalt Replacement	\$ 242,550	
Dr. John Burkey Dr north of 3 way w FDR	FY31	Asphalt Replacement	\$ 253,260	
Huntley High door 25 thru 29 w FDR	FY31	Asphalt Replacement	\$ 730,552	
Huntley High door 3 thru 11 w FDR (permimeter only) last done 2015	FY31	Asphalt Replacement	\$ 775,335	
Huntley High entrance drives w FDR	FY31	Asphalt Replacement	\$ 255,024	
Dr. John Burkey Dr south of 3 way w Admin Trans car lot- last done 2017	FY32	Asphalt Replacement	\$ 594,000	
Martin-staff lot last done w FDR 2018	FY33	Asphalt Replacement	\$ 253,000	
Chesak bus lot & car lot FDR done 2018	FY34	Asphalt Replacement	\$ 594,600	
Heineman - last done 2019	FY34	Asphalt Replacement	\$ 425,300	
Leggee - last done 2019	FY34	Asphalt Replacement	\$ 326,000	\$ 6,303,824
Marlowe to Martin drive new pavement FY23	FY25	Asphalt sealcoat	\$ 56,186	
Martin-bus lot new pavement FY23	FY25	Asphalt sealcoat	see row 25	
Trans bus lot	FY25	Asphalt sealcoat	see row 25	
AdminTrans & JB dr last crackfill 2021 last sealcoat 2018	FY27	asphalt sealcoat	\$ 40,838	
Chesak bus & car lots last done 2019 sealcoat and crackfill	FY27	Asphalt sealcoat	\$ 50,838	
Conley car lot last done 2022 crackfill only	FY27	Asphalt sealcoat	\$ 26,334	
Conley.Mackeben bus lot last done 2022 crackfill only	FY27	Asphalt sealcoat	\$ 27,873	
Heineman last done 2022 crackfill only	FY27	Asphalt sealcoat	\$ 36,363	
Huntley High door 29 thru 3	FY27	Asphalt sealcoat	\$ 15,903	
Huntley High door 3 thru 11	FY27	Asphalt sealcoat	\$ 41,755	
Huntley High entrance drives	FY27	Asphalt sealcoat	\$ 12,460	
Leggee last done 2020 sealcoat and crfackfill	FY27	Asphalt sealcoat	\$ 27,873	
Mackeben car lot last done 2022 crackfill only	FY27	Asphalt sealcoat	\$ 23,017	
Marlowe bus.car lots and dr last done 2023 crackfill and sealcoat	FY27	Asphalt sealcoat	\$ 61,782	
Martin-staff lot last done 2019 sealcoat and crackfill	FY27	Asphalt sealcoat	\$ 21,632	
Conley reveiving area	FY28	Asphalt sealcoat	\$ 2,217	
Huntley High door 11 to 25	FY28	Asphalt sealcoat	\$ 10,551	
Mackeben receiving area	FY28	Asphalt sealcoat	\$ 5,506	
Marlowe to Martin drive	FY29	Asphalt sealcoat	\$ 5,181	
Martin-bus lot	FY29	Asphalt sealcoat	\$ 22,829	
Trans bus lot	FY29	Asphalt sealcoat	\$ 41,211	
Heineman	FY30	Asphalt sealcoat	\$ 36,363	
Huntley High door 29 thru 3	FY30	Asphalt sealcoat	\$ 15,903	
Leggee	FY30	Asphalt sealcoat	\$ 27,873	
Mackeben car lot	FY30	Asphalt sealcoat	\$ 23,017	
Martin-staff lot	FY30	Asphalt sealcoat	\$ 21,632	

Chesak bus & car lots	FY31	Asphalt sealcoat	\$ 50,838	
Conley car lot	FY31	Asphalt sealcoat	\$ 26,334	
Conley.Mackeben bus lot	FY31	Asphalt sealcoat	\$ 27,873	
Huntley High door 11 to 25	FY31	Asphalt sealcoat	\$ 10,551	
Marlowe bus.car lots and dr	FY31	Asphalt sealcoat	\$ 61,782	
AdminTrans & JB dr	FY32	Asphalt sealcoat	\$ 40,838	
Conley receiving area	FY32	Asphalt sealcoat	\$ 2,217	
Huntley High door 25 thru 29	FY32	Asphalt sealcoat	\$ 29,291	
Huntley High door 3 thru 11 last done 2017 crackfill and sealcoat	FY32	Asphalt sealcoat	\$ 41,755	
Huntley High entrance drives last done 2016 sealcoat and crackfill	FY32	Asphalt sealcoat	\$ 12,460	
Mackeben receiving area	FY32	Asphalt sealcoat	\$ 5,506	
AdminTrans & JB dr last crackfill 2021 last sealcoat 2018	FY33	asphalt sealcoat	\$ 40,838	
Marlowe to Martin drive	FY33	Asphalt sealcoat	\$ 5,181	
Martin-bus lot	FY33	Asphalt sealcoat	\$ 22,829	
Trans bus lot	FY33	Asphalt sealcoat	\$ 41,211	
Huntley High door 29 thru 3	FY34	Asphalt sealcoat	\$ 15,903	
Martin-staff lot	FY34	Asphalt sealcoat	\$ 21,632	\$ 1,112,176
Huntley High School	FY31	Athletic Field Enhancements	\$ 1,000,000	\$ 1,000,000
Huntley High - field house -first installed 2015	FY30	Athletic floor replacement	\$ 700,000	\$ 700,000
Huntley High School - baseball field	FY30	Bleacher system replacement	\$ 423,000	
Huntley High School - softball field	FY30	Bleacher system replacement	\$ 374,000	\$ 797,000
District 158- system update last done FY22	FY30	Building Automation Update	\$ 800,000	\$ 800,000
District Wide Burglar Alarm Software Upgrade	FY28	Burglar Alarm Software Upgrade	\$ 20,316	\$ 20,316
Chesak	FY26	Cafeteria tables replacement	\$ 31,824	
Conley original 2005	FY27	Cafeteria tables replacement	\$ 40,664	
Mackeben original 2005	FY27	Cafeteria tables replacement	\$ 35,360	
Marlowe-2007 café	FY28	Cafeteria tables replacement	\$ 22,984	
Martin	FY28	Cafeteria tables replacement	\$ 42,432	
Huntley High	FY31	Cafeteria tables replacement	\$ 90,168	
Leggee- 16 tables	FY34	Cafeteria tables replacement	\$ 28,288	\$ 291,720
Chesak-classrooms-phase 2 - 300 wing	FY25	Carpet replacement	see row 31	
Chesak-classrooms-phase 3 - 200 wing	FY25	Carpet replacement	see row 31	
Leggee-classrooms-phase 2 - 200 wing	FY25	Carpet replacement	see row 31	
Leggee-classrooms-phase 3 - 100 wing	FY25	Carpet replacement	\$ 589,434	
Conley-classrooms first floor	FY26	Carpet replacement	\$ 164,475	
Mackeben-classrooms first floor	FY26	Carpet replacement	\$ 164,475	
Martin-classrooms 400 wing	FY26	Carpet replacement	\$ 159,413	
Conley-classrooms-2nd floor	FY28	Carpet replacement	\$ 141,615	
Heineman-first floor	FY28	Carpet replacement	\$ 191,383	
Heineman-second floor	FY28	Carpet replacement	\$ 134,563	
Mackeben-classrooms-2nd floor	FY28	Carpet replacement	\$ 141,615	
Marlowe-first floor 2005	FY28	Carpet replacement	\$ 191,383	
Marlowe-second floor 2005	FY28	Carpet replacement	\$ 134,563	
Heineman- locker commons	FY29	Carpet replacement	\$ 73,544	
Huntley High -replaced 2007 - phase 1 - 96/98 section	FY29	Carpet replacement	\$ 64,923	
Marlowe- locker commons 2005&2007	FY29	Carpet replacement	\$ 110,316	
Martin-classrooms 200 wing	FY29	Carpet replacement	\$ 184,523	
Martin-classrooms 300 wing	FY29	Carpet replacement	\$ 174,311	
Huntley High -replaced 2008 - phase 2 - 96/98 section	FY30	Carpet replacement	\$ 64,923	
Huntley High -replaced 2009 - phase 3 - 96/98 section	FY30	Carpet replacement	\$ 64,923	
Marlowe-first floor 2007	FY30	Carpet replacement	\$ 124,782	
Marlowe-second floor 2007	FY30	Carpet replacement	\$ 115,781	
Admin Trans	FY31	Carpet replacement	\$ 126,034	
Huntley High -replaced 2010 - phase 4 - 96/98 section	FY31	Carpet replacement	\$ 64,923	
Huntley High -replaced 2011 - phase 5 - 96/98 section	FY32	Carpet replacement	\$ 64,923	
Conley-hallways	FY33	Carpet replacement	\$ 126,321	
Huntley High -replaced 2012 - phase 6 - 96/98 section	FY33	Carpet replacement	\$ 64,923	

Huntley High -replaced 2013 - phase 7 - 02 section part 1	FY34	Carpet replacement	\$ 60,076	\$ 3,498,144
Chesak - 225 ton air-cooled original 2000	FY25	Chiller replacement	\$ 283,832	
Huntley High-east-overhauled w fans replaced in 2016	FY25	Chiller replacement	\$ 808,864	
Leggee - 225 ton air-cooled overhauled 2014	FY27	Chiller replacement	\$ 220,000	
Martin - 225 ton air-cooled-overhauled in fall 2015	FY27	Chiller replacement	\$ 220,000	
Mackeben - 225 ton air-cooled (new in 2012)	FY32	Chiller replacement	\$ 220,000	
Huntley High-central-380 ton replacement (new in 2013)	FY33	Chiller replacement	\$ 250,000	\$ 2,002,696
Admin door 1 and door 5 tobuss lot	FY25	Concrete walk replacement	\$ 65,000	\$ 65,000
Heineman - nine large condensers	FY27	Condenser replacements	\$ 2,238,000	
Marlowe gyms - two large condenser	FY28	Condenser replacements	\$ 230,000	\$ 2,468,000
Administration Transportation Center	FY25	fire sprinkler QR head replacements	\$ 3,030	
Chesak	FY25	fire sprinkler QR head replacements	\$ 7,214	
Conley Elementary School	FY25	fire sprinkler QR head replacements	\$ 5,457	
Hienemann Middle School	FY25	fire sprinkler QR head replacements	\$ 5,928	
Leggee	FY25	fire sprinkler QR head replacements	\$ 5,452	
Mackeben Elementary School	FY25	fire sprinkler QR head replacements	\$ 5,457	
Marlowe Middle School	FY25	fire sprinkler QR head replacements	\$ 9,097	
Martin	FY25	fire sprinkler QR head replacements	\$ 5,457	
HHS - 2002 additions	FY29	fire sprinkler QR head replacements	\$ 21,318	\$ 68,410
RRC buildings	FY25	Infrared scan electrical distribution systems	\$ 10,000	
SBRC buildings	FY26	Infrared scan electrical distribution systems	\$ 10,000	
HRC buildings	FY27	Infrared scan electrical distribution systems	\$ 10,000	
RRC buildings	FY28	Infrared scan electrical distribution systems	\$ 10,000	
SBRC buildings	FY29	Infrared scan electrical distribution systems	\$ 10,000	
HRC buildings	FY30	Infrared scan electrical distribution systems	\$ 10,000	
RRC buildings	FY31	Infrared scan electrical distribution systems	\$ 10,000	
SBRC buildings	FY32	Infrared scan electrical distribution systems	\$ 10,000	
HRC buildings	FY33	Infrared scan electrical distribution systems	\$ 10,000	
RRC buildings	FY34	Infrared scan electrical distribution systems	\$ 10,000	\$ 100,000
District	FY26	Life safety survey - 10 year	\$ 70,000	\$ 70,000
Conley	FY25	Playground safety surface replacement	\$ 20,738	
Chesak	FY27	Playground safety surface replacement	\$ 68,942	
Martin	FY27	Playground safety surface replacement	\$ 30,125	
Conley	FY29	Playground safety surface replacement	\$ 20,736	
Mackeben	FY29	Playground safety surface replacement	\$ 16,157	
Chesak	FY31	Playground safety surface replacement	\$ 68,942	
Leggee	FY31	Playground safety surface replacement	\$ 48,116	
Martin	FY31	Playground safety surface replacement	\$ 30,125	
Conley	FY33	Playground safety surface replacement	\$ 18,000	
Mackeben	FY33	Playground safety surface replacement	\$ 18,000	
Leggee	FY27	Playground safety surface replacement 2022	\$ 48,116	\$ 387,996
Huntley High-96/98 section	FY28	Retrofit light fixtures w LED w driver	\$ 240,000	
Huntley High-02 section	FY29	Retrofit light fixtures w LED w driver	\$ 240,000	
Chesak	FY30	Retrofit light fixtures w LED w driver	\$ 160,000	\$ 640,000
Huntley High - phase 5 - areas Q, R, GG, FF, N, O, P w 4ksf wet insul	FY25	Roof replacement w 1st alphagaurd	\$ 703,000	\$ 703,000
Chesak	FY27	RTU Itellipak Refresh Program	\$ 53,628	\$ 53,628
Heineman - one (2005)	FY29	RTU replacements	\$ 50,000	
Huntley High- one (1999)	FY29	RTU replacements	\$ 130,000	
Marlowe - one (2005)	FY29	RTU replacements	\$ 50,000	
Martin - three (2002)	FY29	RTU replacements	\$ 375,000	
Conley - two west (2005)	FY30	RTU replacements	\$ 257,000	
Chesak - five (2000)	FY31	RTU replacements	\$ 600,000	
Marlowe - one (2007)	FY31	RTU replacements	\$ 50,000	
Chesak - one (2003)	FY32	RTU replacements	\$ 130,000	
Leggee - one (2003)	FY32	RTU replacements	\$ 130,000	
Leggee - three (2000)	FY32	RTU replacements	\$ 375,000	
Mackeben - two south (2005)	FY32	RTU replacements	\$ 250,000	\$ 2,397,000

Huntley High School - north circle-door 29	FY26	Rubber stair tread replacement	\$ 27,000	
Huntley High School School - west circle - door 27	FY26	Rubber stair tread replacement	\$ 23,000	\$ 50,000
Harmony Rd	FY28	Snow removal tractor replacement	\$ 21,000	
Reed Rd	FY30	Snow removal tractor replacement	\$ 21,000	
Square Barn Rd	FY32	Snow removal tractor replacement	\$ 21,000	\$ 63,000
Chesak - under 5 RTUs	FY30	Sprinkler dry pendant head replacements	\$ 16,667	
HHS - under one RTU	FY30	Sprinkler dry pendant head replacements	\$ 3,333	
Leggee - under 4 RTUs	FY30	Sprinkler dry pendant head replacements	\$ 13,333	
Martin- under 3 RTUs	FY30	Sprinkler dry pendant head replacements	\$ 10,000	\$ 43,333
Huntley High - stadium recommended 12 yr cycle original 2013	FY29	Synthetic turf replacement	\$ 600,000	\$ 600,000
Huntley High - 8 yr cycle	FY28	Tennis court surface restoration	\$ 160,000	
Huntley High - 8 yr cycle	FY33	Tennis court surface restoration	\$ 160,000	\$ 320,000
Huntley High - 10 year cycle recommended - original 2013	FY28	Track resurfacing	\$ 282,500	
Marlowe - 8 year cycle	FY30	Track resurfacing	\$ 90,000	
Heineman - 8 year cycle	FY31	Track resurfacing	\$ 90,000	\$ 462,500
District 158	FY25	Tuckpointing.sealant replacement	\$ 75,000	
District 158	FY26	Tuckpointing.sealant replacement	\$ 55,000	
District 158	FY27	Tuckpointing.sealant replacement	\$ 55,000	
District 158	FY28	Tuckpointing.sealant replacement	\$ 100,000	
District 158	FY29	Tuckpointing.sealant replacement	\$ 100,000	
District 158	FY30	Tuckpointing.sealant replacement	\$ 100,000	
District 158	FY31	Tuckpointing.sealant replacement	\$ 100,000	
District 158	FY32	Tuckpointing.sealant replacement	\$ 100,000	
District 158	FY33	Tuckpointing.sealant replacement	\$ 100,000	
District 158	FY34	Tuckpointing.sealant replacement	\$ 100,000	\$ 885,000
O&M Dept C-3 cargo van 2016	FY27	Vehicle replacement	\$ 32,000	
O&M Dept M-4 snowplow pickup w dump 2018	FY28	Vehicle replacement	\$ 42,000	
O&M Dept M-1 snowplow pickup 2019	FY29	Vehicle replacement	\$ 42,000	
O&M Dept C-2 cargo van 2022	FY31	Vehicle replacement	\$ 32,000	
O&M Dept C-1 cargo van 2015	FY28	Vehicle replacement	\$ 32,000	
O&M Dept M-2 snow plow pickup 2022	FY30	Vehicle replacement	\$ 42,000	\$ 222,000
HHS Central Circle	FY25	Window curtain wall restoration	\$ 400,000	\$ 400,000
Heineman - last done 2017	FY27	Wood gym floor sanding	\$ 19,189	
Chesak	FY29	Wood gym floor sanding	\$ 14,842	
Martin	FY30	Wood gym floor sanding	\$ 23,913	
Huntley High-central - last done 2016	FY31	Wood gym floor sanding	\$ 20,323	
Marlowe-north - last done 2016	FY31	Wood gym floor sanding	\$ 19,189	
Conley	FY31	Wood gym floor sanding	\$ 14,329	
Marlowe-south - last done 2017	FY32	Wood gym floor sanding	\$ 15,246	
Mackeben	FY32	Wood gym floor sanding	\$ 14,329	\$ 141,358

Policy Committee

650 Dr. John Burkey Drive · Algonquin, IL 60102 · (847) 659-6158 · Huntley158.org

TO: Board of Education and Cabinet Members

FROM: Jessica Lombard, Superintendent
Lorie Woods, Director of Administrative Services

DATE: August 1, 2024

RE: Recommended Changes for Board Policy
PRESS Updates – June 2024, Issue 115

POLICY RECOMMENDATIONS

PRESS UPDATE – June 2024, Issue 115

- **2:160 Board Attorney**
Policy is updated in response to a five-year review.
- **4:15 Identity Protection**
The Legal References and Cross References are updated in response to a five-year review.
- **4:40 Incurring Debt**
The Legal References are updated in response to a five-year review.
- **4:70 Resource Conservation**
The policy is updated in response to a five-year review.
- **4:80 Accounting and Audits**
The policy and Legal References are updated.
- **5:130 Responsibilities Concerning Internal Information**
The Legal References and Cross References are updated in response to a five-year review.
- **5:200 Terms and Conditions of Employment and Dismissal**
Legal References are updated in response to 105 ILCS 5/22-96, addressing short-term approvals for educators.
- **5:285 Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers**
Legal References are updated in response to a five-year review.
- **5:310 Compensatory Time-Off**
The Legal References are updated in response to a five-year review. Includes a minor style change.
- **6:140 Education of Homeless Children**
Legal References are updated in response to 23 Ill. Admin. Code §1.241, *Dispute Resolution for Students Experiencing Homelessness*, added by 47 Ill. Reg. 2411. Cross References updated to include 4:140, *Waiver of Student Fees*.

- **6:150 Home and Hospital Instruction**
The policy is updated in response to a five-year review.
- **7:170 Vandalism**
Legal References are updated in response to a five-year review.

Recommendation

Administration requests the Policy Committee recommend the above policies be moved forward for a first reading by the Board at the next Regular BOE meeting.

Please contact me or Mrs. Woods with any questions or concerns.

LRW
Attachments

Update Memo

Please distribute to board members and appropriate staff.

PRESS

Policy Reference Education Subscription Service

Contents

Instructions..... p. 1

PRESS Terminology p. 2

PRESS Issue 115 Topic Bundles p. 2

Progress Report p. 4

Revisions to Policies, Administrative Procedures, and Exhibits (numerical table) p. 5

Next Issue: Title IX Regulation Updates

This publication is designed to provide information only and is not a substitute for legal advice from the Board Attorney. If you have any questions, please contact Issue 115 Lead Debra Jacobson, Assistant General Counsel and Assistant **PRESS** Editor, 630/629-3776, ext. 1211, Jeremy Duffy, IASB General Counsel and **PRESS** Editor, 630/629-3776, ext. 1226; Maryam Brotine, Assistant General Counsel and Assistant **PRESS** Editor, 630/629-3776, ext. 1219.

Please share this **PRESS** Update Memo with all board members and appropriate staff.

Two other important components of **PRESS** may be viewed and downloaded from **PRESS Online**: Committee Worksheets and the updated Policy Reference Manual (PRM) pages.



The Committee Worksheets, found by selecting a **PRESS Issue** at the top of the **PRESS Online** Table of Contents, show suggested changes to **PRESS** material by striking out deleted words and underscoring new words, a.k.a “tracked changes.”

Updated **PRM** pages can be found in the IASB POLICY REFERENCE MANUAL Table of Contents. For visual instruction about how to download and use **PRM** pages to update your policy manual, please go to www.iasb.com/policy/ to view the **PRESS** video tutorial located under the header entitled: **PRESS – Policy Reference Education Subscription Service**.

For answers to common questions about using **PRESS**, see [Q&A: Getting the Most Out of Your PRESS Subscription](#), now available on IASB’s website.

Online Instructions

Please follow these four easy steps to log in to **PRESS**:

- Go to www.iasb.com and click on the  button on the top navigation.
- 1. Enter your email address and password.
 - If you do not know your password, do not create a new account; reset your password using your district email address. Use the “forgot your password?” link. Make sure to check your spam folder for an email from info@iasb.com, if you do not see it in your email inbox.
 - If you are still having difficulty logging in, please contact your District’s Superintendent or Administrative Assistant to make sure you are listed as an authorized user on the District Roster.
 - If you continue to have difficulty signing on to www.iasb.com, please contact Michael Ifkovits at mifkovits@iasb.com.
- 3. Click the  button on the top navigator bar. This will bring you to your account page
- 4. Under “**My Account Links**,” click on “**PRESS Login**.”

PRESS Bundles

Each bundle summarizes the global reasons for changes to all materials that are listed.

Specific details about how each piece of material changed, e.g., legislation, administrative rules, **PRESS** Advisory Board feedback, quality assurance, five-year review items, etc., are explained in numerical order in the **Revisions to Policies, Administrative Procedures, and Exhibits** table beginning on p. 5.

Please spend time reviewing the **PRESS** online Committee Worksheets for these materials, which will provide further, more on-the-spot detailed explanations in the footnotes, along with added comment boxes by the **PRESS** Editors when necessary.

Have feedback on **PRESS** materials?

Click on the **PRESS** Feedback Button, located on the header bar of **PRESS Online**. For answers to more immediate questions about **PRESS** content, please contact a **PRESS** editor directly.

Library Media Resources

The Illinois Secretary of State recently adopted rules to implement 75 ILCS 10/8.7, added by P.A. 103-100, which requires boards that want to be eligible for State school library grant funding to either adopt the American Library Association's (ALA) *Library Bill of Rights* or to develop an alternative written statement prohibiting the practice of banning library materials. Sample **PRESS** policy 6:230, *Library Media Program*, was updated in **PRESS** Issue 113 to outline these options for boards. With the final regulations now in place, boards that adopted the alternative written statement in policy 6:230, *Library Media Program*, will need to submit a copy of their policy, along with a copy of the updated administrative procedure, 6:230-AP, *Responding to Complaints About Library Media Resources*, when applying for the School Library Grant. Districts need to ensure that their administrative procedure aligns with the option their board selected in the policy. Boards that previously adopted the ALA *Bill of Rights* language in their policy will not have to submit any such documentation; they will simply need to certify to the Ill. State Library that they have adopted the ALA standards in policy.

The following **PRESS** materials are updated:

- 6:230, Library Media Program
- 6:230-AP, Responding to Complaints About Library Media Resources

Criminal History Record Information Security

The Ill. State Police (ISP) has started to audit school districts' handling of criminal history record information (CHRI). The U.S. Federal Bureau of Investigation (FBI) requires all entities that receive CHRI from the FBI, including school districts, to implement security procedures that comply with its Criminal Justice Information Security (CJIS) Policy. New administrative procedure 5:30-AP4, *Fingerprint-Based Criminal History Record Information Security*, is created to assist districts with protecting CHRI in accordance with the CJIS Policy. The ISP is also available to provide districts with technical assistance in this area.

The following **PRESS** material is updated or created:

- 2:250-AP2, Protocols for Record Preservation and Development of Retention Schedules
- 5:30-AP4, Fingerprint-Based Criminal History Record Information Security – **NEW**

PRESS Terminology

What are the meanings of the "AP" and "E" after certain policy numbers?

The **PRESS Policy Reference Manual (PRM)** is an encyclopedia of sample board policies, administrative procedures, and exhibits. They are all in numerical order for easy reference. **PRESS** recommends that local school districts maintain separate board policy and administrative procedure manuals to help distinguish for the board, staff, students, parents, and community members, the distinction between board documents and staff documents, board work, and staff work.

Policy. The board develops policies with input from various sources like district administrators, the board attorney, and **PRESS** materials. The board then formally adopts the policies, often after more than one consideration.

After adoption by the board, each policy should have an adoption date.

Administrative Procedures. Administrative procedures are developed by the superintendent, administrators, and/or other district staff members. The staff develops the procedures that guide implementation of the policies. Administrative procedures are not adopted by the board, which allows the superintendent and staff the flexibility they need to keep the procedures current. **PRESS** sample procedures are numbered to correspond with the policies that they implement for easy reference. For example, policy 6:190's related administrative procedure is 6:190-AP.

Administrative procedures should be dated for implementation by the administrative staff and kept separately from the board policy manual.

Exhibits. Both board policies and administrative procedures may have related exhibits. Exhibits provide information and forms intended to be helpful to the understanding or implementation of either a board policy or administrative procedure, and they do not require formal board adoption. **PRESS** sample exhibits are numbered to correspond to the related board policy or administrative procedure. For example, Board Policy 2:70 has a related exhibit numbered 2:70-E. Administrative procedure 7:340-AP1 has a related exhibit numbered 7:340-AP1, E.

Exhibits labeled with an "E" may provide guidance for board work or staff work. Those providing guidance for board work should be dated for implementation by the board. Those providing guidance for the staff should be dated for implementation by the administrative staff.

Administrative procedures exhibits, always labeled with the "AP, E" format should be dated for implementation by the administrative staff.

Miscellaneous

The following **PRESS** materials are updated due to legislation, administrative rule and/or continuous improvement changes, including subscriber feedback. These are also detailed in the [Revisions to Policies, Administrative Procedures, and Exhibits](#) table in numerical order beginning on p. 5.

The following **PRESS** materials are updated:

- 4:80, Accounting and Audits
- 4:140, Waiver of Student Fees
- 4:140-AP, Fines, Fees, and Charges – Waiver of Student Fees

- 5:200, Terms and Conditions of Employment and Dismissal
- 6:140, Education of Homeless Children
- 6:140-AP, Education of Homeless Children
- 7:280-AP, Managing Students with Communicable or Infectious Diseases
- 7:280-E2, Reporting and Exclusion Requirements for Common Communicable Diseases

PRM Five-Year Reviews

PRESS Editors have a quality assurance goal to ensure that a review of each piece of the 1500+ page IASB **PRESS PRM** occurs once every five years. The **PRM** contains approximately 474 separate pieces of material, including policies, administrative procedures, and related exhibits. These are also detailed in the [Revisions to Policies, Administrative Procedures, and Exhibits](#) table in numerical order beginning on p. 5.

The following **PRESS** materials are updated in response to five-year reviews:

- 2:70, Vacancies on the School Board – Filling Vacancies
- 2:70-E, Checklist for Filling Board Vacancies by Appointment
- 2:125, Board Member Compensation; Expenses
- 2:125-E1, Board Member Expense Reimbursement Form
- 2:125-E2, Board Member Estimated Expense Approval Form
- 2:160, Board Attorney
- 2:160-E, Checklist for Selecting a Board Attorney
- 4:15, Identity Protection
- 4:15-AP1, Protecting the Privacy of Social Security Numbers
- 4:15-AP2, Treatment of Personally Identifiable Information Under Grant Awards
- 4:40, Incurring Debt
- 4:40-AP, Preparing and Updating Disclosures
- 4:70, Resource Conservation
- 4:70-AP, Resource Conservation
- 4:80-AP3, Inventory Management for Federal and State Awards
- 5:20-E, Resolution to Prohibit Sexual Harassment
- 5:35-AP2, Employee Records Required by the Fair Labor Standards Act
- 5:35-AP3, Compensable Work Time for Non-Exempt Employees Under the FLSA
- 5:35-AP4, Fair Labor Standards Act 12-Step Compliance Checklist
- 5:35-E, Volunteer Agreement Executed by a Non-Exempt Employee
- 5:120-E, Code of Ethics for Illinois Educators
- 5:130, Responsibilities Concerning Internal Information
- 5:180, Temporary Illness or Temporary Incapacity
- 5:250-AP, School Visitation Leave
- 5:285, Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers

- 5:310, Compensatory Time-Off
- 5:310-E, Agreement to Receive Compensatory Time-Off
- 6:110, Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program
- 6:120-AP1, E2, Special Education Required Notice and Consent Forms
- 6:120-AP2, Access to Classrooms and Personnel
- 6:120-AP2, E1, Request to Access Classroom(s) or Personnel for Special Education Evaluation and/or Observation Purposes
- 6:150, Home and Hospital Instruction
- 6:170-AP2, E1, District Annual Report Card Required by Every Student Succeeds Act
- 6:280-AP, Evaluating and Reporting Student Achievement
- 6:300-E1, Application for a Diploma for a Service member Killed in Action or for Veterans of WWII, the Korean Conflict, or Vietnam Conflict
- 7:40-AP, Placement of Nonpublic School Students Transferring Into the District
- 7:170, Vandalism
- 7:240-AP2, Extracurricular Drug and Alcohol Testing Program
- 7:250-AP1, Measures to Control the Spread of Head Lice at School
- 7:270-E2, School Medication Authorization Form – Medical Cannabis
- 8:25-AP, Advertising and Distributing Materials in School Provided by Non-School Related Entities
- 8:95-E1, Letter Notifying Parents/Guardians of School Visitation Rights

Please also spend time reviewing the **PRESS** Online Committee Worksheets for these materials, which will provide further, more on-the-spot detailed explanations in the footnotes, along with added comment boxes by the **PRESS** Editors when necessary.

Progress Report - The contents of this table frequently change.

Topics	Our Response
<p>Final Title IX Regulations Effective 8-1-2024</p> <p>On 4-19-24, the U.S. Dept. of Education released final Title IX regulations, effective 8-1-24. PRESS Issue 116 (August 2024) will address the new Title IX regulations. Updated sample policies, administrative procedures, and exhibits should be available for PRESS subscribers on 8-1-24. Customized policy draft updates should be available for PRESS Plus subscribers on or around 8-9-24.</p> <p>Please note that the affected board policies were included in PRESS and PRESS Plus Issue 114 (March 2024); however, the Issue 114 updates are unrelated to new Title IX regulation changes. Boards may prepare for upcoming PRESS Issue 116 by adopting the Issue 114 updates as soon as possible.</p>	<p>Affected PRESS materials, including the 2:265 suite, will be updated in PRESS Issue 116 (August)</p>
<p>Pregnancy Workers Fairness Act Regulations Issued</p> <p>On 4-19-24, the U.S. Equal Employment Opportunity Commission released final regulations to implement the Pregnant Workers Fairness Act (PWFA). The final rule is scheduled to take effect on 6-18-24, but it is being challenged in court by attorneys general in at least 17 states. Among the more controversial provisions of the rule, abortion is included as a “related medical condition” to pregnancy and childbirth. Further, under the new rule, a pregnant employee may still qualify for the protections of the PWFA even if the employee cannot perform an essential job function for a temporary period (i.e., 40 weeks of pregnancy).</p>	<p>If the new rule goes into effect, affected PRESS materials, including 5:10, <i>Equal Employment and Minority Recruitment</i>, will be updated in a future PRESS issue.</p>
<p>New FLSA Overtime Regulations Released</p> <p>On 4-23-24, the U.S. Dept. of Labor issued a final rule that raises the minimum salary threshold for exempt workers in two stages. Beginning 7-1-24, the minimum salary to qualify for exempt status will be increased from \$684 per week (\$35,568 per year) to \$844 per week (\$43,888 per year). Then, beginning 1-1-25, the threshold will increase again to \$1,128 per week (\$58,656). The threshold for the exemption for highly compensated employees will also increase. Starting 7-1-27, the rule provides for automatic increases every three years based on current earnings data. Teachers continue to be exempt from overtime under the updated rules. Legal challenges to the new rule are anticipated.</p>	<p>If the new rule goes into effect, 5:35, <i>Compliance with the Fair Labor Standards Act</i>, and 5:35-AP1, <i>Fair Labor Standards Act Exemptions</i>, will be updated in the fall PRESS issue.</p>
<p>Website and Mobile Application Rule Is Released</p> <p>On 4-24-24, the U.S. Dept. of Justice issued regulations under Title II of the Americans with Disabilities Act that will require State and local governments, including school districts, to implement the Web Content Accessibility Guidelines (WCAG) Version 2.1, Level AA for their web content and mobile apps. Districts will have to make sure their web content and mobile apps meet this technical standard by either 4-24-26, or 4-26-27, depending on the size of their local populations. There are limited and detailed exemptions to the rule, such as archived web content and preexisting conventional electronic documents (such as PDFs). For more information about this rule, see www.ada.gov/notices/2024/03/08/web-rule.</p>	<p>Affected PRESS materials, including 2:260, <i>Uniform Grievance Procedure</i>, and 8:70, <i>Accommodating Individuals with Disabilities</i>, will be updated in a future PRESS issue.</p>

PRESS Issue 115 Trivia

159 pages • 59,113 words • 54 materials

Certain **PRM** materials in a **PRESS** Issue may be labeled in the **PRESS** Bundles, Revision Table and Committee Worksheets with one or more of the following categories:

NEW. This material is brand new to the **PRM**.

RENUMBERED. This material has been assigned a new number within the **PRM**, usually due to the addition of **NEW** material.

RENAMED. The title of the material has been amended.

REWRITTEN. The material has undergone significant revisions. To preserve the readability of the Committee Worksheets, suggested changes are not shown as tracked changes.

REFORMATTED. Non-substantive changes in formatting, e.g., list renumbering, have been applied for consistency throughout the **PRM**. To preserve the readability of the Committee Worksheets, such formatting changes are not reflected as tracked changes.

Revisions to Policies, Administrative Procedures, and Exhibits

Number and Title	Revision Descriptions	
2:70, Vacancies on the School Board – Filling Vacancies	The policy is unchanged. The footnotes are updated in response to a five-year review.	<input type="checkbox"/>
2:70-E, Checklist for Filling Board Vacancies by Appointment	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:125, Board Member Compensation; Expenses	The policy is unchanged. The footnotes are updated in response to a five-year review.	<input type="checkbox"/>
2:125-E1, Board Member Expense Reimbursement Form	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:125-E2, Board Member Estimated Expense Approval Form	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:160, Board Attorney	The policy and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
2:160-E, Checklist for Selecting a Board Attorney	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:250-AP2, Protocols for Record Preservation and Development of Retention Schedules	The exhibit is updated in response to Federal Bureau of Investigation’s Criminal Justice Information Services (CJIS) Security Policy, which requires school districts to have written procedures in place to protect criminal history record information, and for continuous improvement.	<input type="checkbox"/>
4:15, Identity Protection	The Legal References, Cross References, and footnotes are updated in response to a five-year review. The Legal References are updated with a minor style change. Policy 7:345, <i>Use of Educational Technologies; Student Data Privacy</i> , is added to the Cross References.	<input type="checkbox"/>
4:15-AP1, Protecting the Privacy of Social Security Numbers	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
4:15-AP2, Treatment of Personally Identifiable Information Under Grant Awards	The procedure is updated in response to a five-year review.	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

Number and Title	Revision Descriptions	<input type="checkbox"/>
4:40, Incurring Debt	The Legal References and footnotes are updated in response to a five-year review. The Legal References are updated with minor style changes.	<input type="checkbox"/>
4:40-AP, Preparing and Updating Disclosures	REFORMATTED. The procedure is updated in response to a five-year review.	<input type="checkbox"/>
4:70, Resource Conservation	The policy and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
4:70-AP, Resource Conservation	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
4:80, Accounting and Audits	The policy, Legal References, and footnotes are updated. The policy is updated in response to PRESS Advisory Board member feedback to raise the maximum balance for revolving fund bank accounts. The Legal References are updated with a minor style change. The footnotes are updated in response to 44 Ill.Admin.Code §7000.90(c)(3), added by 47 Ill.Reg. 7893, requiring districts that receive federal and State grant awards to have an annual audit of their financial statements conducted in accordance with ISBE accounting rules, and for continuous improvement.	<input type="checkbox"/>
4:80-AP3, Inventory Management for Federal and State Awards	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
4:140, Waiver of Student Fees	The policy is unchanged. The footnotes are updated in response to 23 Ill.Admin.Code §1.245, amended at 47 Ill. Reg. 18457, addressing school fines, and for continuous improvement.	<input type="checkbox"/>
4:140-AP, Fines, Fees, and Charges – Waiver of Student Fees	The exhibit is updated for the reasons stated in 4:140, <i>Waiver of Student Fees</i> , above.	<input type="checkbox"/>
5:20-E, Resolution to Prohibit Sexual Harassment	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
5:30-AP4, Fingerprint-Based Criminal History Record Information Security	NEW. The procedure is created in response to the Federal Bureau of Investigation’s Criminal Justice Information Services (CJIS) Security Policy, which requires school districts to have written procedures in place to protect criminal history record information.	<input type="checkbox"/>
5:35-AP2, Employee Records Required by the Fair Labor Standards Act	The procedure is unchanged in response to a five-year review.	<input type="checkbox"/>
5:35-AP3, Compensable Work Time for Non-Exempt Employees Under the FLSA	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
5:35-AP4, Fair Labor Standards Act 12-Step Compliance Checklist	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
5:35-E, Volunteer Agreement Executed by a Non-Exempt Employee	The exhibit unchanged in response to a five-year review.	<input type="checkbox"/>
5:120-E, Code of Ethics for Illinois Educators	The exhibit is unchanged in response to a five-year review.	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

Number and Title	Revision Descriptions	
5:130, Responsibilities Concerning Internal Information	The Legal References, Cross References, and footnotes are updated in response to a five-year review. A Cross Reference to policy 7:345, <i>Use of Educational Technologies; Student Data Privacy and Security</i> , is added.	<input type="checkbox"/>
5:180, Temporary Illness or Temporary Incapacity	The policy is unchanged. The footnotes are updated in response to a five-year review.	<input type="checkbox"/>
5:200, Terms and Conditions of Employment and Dismissal	The Legal References and footnotes are updated in response to 105 ILCS 5/22-96, addressing short-term approvals for educators. The footnotes are also updated for continuous improvement.	<input type="checkbox"/>
5:250-AP, School Visitation Leave	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
5:285, Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers	The Legal References and footnotes are updated in response to a five-year review. The Legal References are updated with a minor style change.	<input type="checkbox"/>
5:310, Compensatory Time-Off	The Legal References and footnotes are updated in response to a five-year review. The Legal References are updated with a minor style change.	<input type="checkbox"/>
5:310-E, Agreement to Receive Compensatory Time-Off	The exhibit is unchanged in response to a five-year review.	<input type="checkbox"/>
6:110, Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program	The policy is unchanged. The footnotes are updated in response to a five-year review.	<input type="checkbox"/>
6:120-AP1, E2, Special Education Required Notice and Consent Forms	The exhibit is unchanged in response to a five-year review.	<input type="checkbox"/>
6:120-AP2, Access to Classrooms and Personnel	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
6:120-AP2, E1, Request to Access Classroom(s) or Personnel for Special Education Evaluation and/or Observation Purposes	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
6:140, Education of Homeless Children	The Legal References, Cross References, and footnotes are updated. The Legal References and footnotes are updated in response to 23 Ill.Admin.Code §1.241, <i>Dispute Resolution for Students Experiencing Homelessness</i> , added at 47 Ill. Reg. 2411. The footnotes are updated for continuous improvement. Policy 4:140, <i>Waiver of Student Fees</i> , is added to the Cross References.	<input type="checkbox"/>
6:140-AP, Education of Homeless Children	The procedure is updated in response to 23 Ill.Admin.Code §1.241, <i>Dispute Resolution for Students Experiencing Homelessness</i> , added at 47 Ill.Reg. 241, and for continuous improvement.	<input type="checkbox"/>
6:150, Home and Hospital Instruction	The policy and footnotes are updated in response to a five-year review.	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

Number and Title	Revision Descriptions
6:170-AP2, E1, District Annual Report Card Required by Every Student Succeeds Act (ESSA)	The exhibit is updated in response to a five-year review. <input type="checkbox"/>
6:230, Library Media Program	The policy is unchanged. The footnotes are updated in response to 23 Ill. Admin.Code §§3035.120 and 3035.140, amended by 48 Ill.Reg. 948, requiring a district to establish written procedures if it adopts an alternative written statement to prohibit the banning of books or resources. <input type="checkbox"/>
6:230-AP, Responding to Complaints About Library Media Resource	The procedure is updated for the reason stated in 6:230, <i>Library Media Program</i> , above. <input type="checkbox"/>
6:280-AP, Evaluating and Reporting Student Achievement	The procedure is updated in response to a five-year review. <input type="checkbox"/>
6:300-E1, Application for a Diploma for a Service member Killed in Action or for Veterans of WWII, the Korean Conflict, or the Vietnam Conflict	The exhibit is unchanged in response to a five-year review. <input type="checkbox"/>
7:40-AP, Placement of Nonpublic School Students Transferring Into the District	The procedure is unchanged in response to a five-year review. <input type="checkbox"/>
7:170, Vandalism	The Legal References are updated with a minor style change in response to a five-year review. <input type="checkbox"/>
7:240-AP2, Extracurricular Drug and Alcohol Testing Program	The procedure is updated in response to a five-year review. <input type="checkbox"/>
7:250-AP1, Measures to Control the Spread of Head Lice at School	The procedure is unchanged in response to a five-year review. <input type="checkbox"/>
7:270-E2, School Medication Authorization Form – Medical Cannabis	The exhibit is updated in response to a five-year review. <input type="checkbox"/>
7:280-AP, Managing Students with Communicable or Infectious Diseases	The procedure is updated in response to 77 Ill.Admin.Code Part 690, amended by 47 Ill. Reg. 18112 and 48 Ill. Reg. 4098, revising rules regarding various communicable diseases. <input type="checkbox"/>
7:280-E2, Reporting and Exclusion Requirements for Common Communicable Diseases	The exhibit is updated for the reason stated in 7:280-AP, <i>Managing Students with Communicable or Infectious Diseases</i> , above. <input type="checkbox"/>
8:25-AP, Advertising and Distributing Materials in Schools Provided by Non-School Related Entities	The procedure is updated in response to a five-year review. <input type="checkbox"/>
8:95-E1, Letter Notifying Parents/Guardians of School Visitation Rights	The exhibit is updated in response to a five-year review. <input type="checkbox"/>

School Board

Board Attorney ¹

The School Board may retain legal services with one or more attorneys or law firms to be the Board Attorney(s). The Board Attorney represents the ~~School~~ Board in its capacity as the governing body for the School District.² The Board Attorney serves on a retainer or other fee arrangement as determined in advance. The Board Attorney will provide services as described in the agreement for legal services or as memorialized by an engagement letter.³ The District will only pay for legal services that are provided in accordance with the agreement for legal services, as memorialized by an engagement letter, or that are otherwise authorized by this policy or a majority of the Board.

The Superintendent, his or her designee, and Board President, are each authorized to confer with and/or seek the legal advice of the Board Attorney.⁴ The Board may also authorize a specific Board member to confer with the Board Attorney on its behalf.

The Superintendent may authorize the Board Attorney to represent the District in any legal matter until the Board has an opportunity to be informed of and/or consider the matter.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ The attorney’s selection and duties are totally within the board’s discretion – bidding is not required. 105 ILCS 5/10-20.21.

² Rule 1.7 (Conflict of Interest: Current Clients) and Rule 1.13 (Organization as Client) of the Ill. Rules of Professional Conduct, at ~~www.illinoiscourts.gov/supremecourt/rules/art_viii/default_new.asp~~www.illinoiscourts.gov/rules/supreme-court-rules?a=viii, address concurrent conflicts of interest. Board presidents, superintendents, and board attorneys should be prepared to ask potential board attorneys whether they will have the ability to declare that representation of the board and district will be to the exclusion of all other clients having potential conflicts with the board and district’s interests. See exhibit 2:160-E, *Checklist for Selecting a Board Attorney*.

³ There is no general format for an agreement for legal services or an engagement letter. To help monitor its legal fees, a board should require a written agreement or an engagement letter with the board attorney or law firm that details the services, fees, expenses, and billing format. See [sample](#) exhibit 2:160-E, *Checklist for Selecting a Board Attorney*.

Legal services can be spelled out in the policy but boards face the attendant risk of conflicting lists. However, a board desiring such a list can use the following:

The attorney will:

1. Serve as counselor to the Board and attend Board meetings when requested by the Superintendent or Board President;
2. Represent the District in any legal matter as requested by the Board;
3. Provide written opinions on legal questions as requested by the Superintendent or Board President;
4. Approve, prepare, or supervise the preparation of legal documents and instruments and perform such other legal duties as the Board may request; and
5. Be available for telephone consultation.

⁴ Depending on the fee arrangement, contacting the board attorney generates fees owed by the district. Thus, to avoid excessive attorney fees, the board should consider limiting individuals who are authorized to contact the board attorney. Additional individuals may be added to this sentence as in the alternative below:

The following people are authorized to confer with and/or seek the legal advice of the Board Attorney: Superintendent or designee, Business Manager, District Freedom of Information Officer, Complaint Manager(s), District treasurer, and the Board President.

Individual board members should refrain from discussing their board attorney’s advice outside of a board meeting. Disclosing legal advice can waive the attorney-client privilege. Individual board members possess none of the board’s powers and are not authorized to individually waive attorney-client privilege on behalf of the board as an entity.

The Board retains the right to consult with or employ other attorneys and to terminate the service of any attorney.

LEGAL REF.: Rule 1.7 (Conflict of Interest: Current Clients) and Rule 1.13 (Organization as Client) of the Ill. Rules of Professional Conduct adopted by the Ill. Supreme Court.

CROSS REF.: 4:60 (Purchases and Contracts)

DRAFT

Board of Education

Board Attorney

The Board may retain legal services with one or more attorneys or law firms to be the Board Attorney(s). The Board Attorney represents the Board of Education in its capacity as the governing body for the School District. The Board Attorney serves on a retainer or other fee arrangement as determined in advance. The Board Attorney will provide services as described in the agreement for legal services or as memorialized by an engagement letter. The District will only pay for legal services that are provided in accordance with the agreement for legal services, as memorialized by an engagement letter, or that are otherwise authorized by this policy or a majority of the Board.

The Superintendent, his or her designee, and Board President, are each authorized to confer with and/or seek the legal advice of the Board Attorney. The Board may also authorize a specific Board member to confer with the Board Attorney on its behalf.

The Superintendent may authorize the Board Attorney to represent the District in any legal matter until the Board has an opportunity to be informed of and/or consider the matter.

The Board Attorney will:

1. Serve as the Board Attorney to the Board at all regular meetings and at special meetings when requested by the Superintendent or Board President;
2. Represent the District in any legal matter as requested by the Board;
3. Provide written opinions on legal questions as requested by the Superintendent or Board President;
4. Approve, prepare, or supervise the preparation of legal documents and instruments and perform such other legal duties as the Board may request;
5. Be available for telephone consultation; and
6. Represent the District in any legal matter as authorized by the Superintendent, until the Board has an opportunity to consider the matter.

The Superintendent may authorize the Board Attorney to represent the District in any legal matter until the Board has an opportunity to be informed of and/or consider the matter.

The Board retains the right to consult with or employ other attorneys and to terminate the service of any attorney.

LEGAL REF.: Rule 1.7 (Conflict of Interest: Current Clients) and Rule 1.13 (Organization as Client) of the Ill. Rules of Professional Conduct adopted by the Ill. Supreme Court.

CROSS REF.: 4:60 (Purchases and Contracts)

ADOPTED: May 17, 2001

REVISED: June 18, 2020

Operational Services

Identity Protection ¹

The collection, storage, use, and disclosure of social security numbers by the School District shall be consistent with State and federal laws. The goals for managing the District's collection, storage, use, and disclosure of social security numbers are to: ²

1. Limit all activities involving social security numbers to those circumstances that are authorized by State or federal law.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ **Consult the board attorney before adoption of this policy.** Districts may choose to provide or implement more protections than the statutory requirements outlined in this sample policy. While the laws that apply to this policy govern current management of sensitive information, best practices may outpace the law's ability to keep up. See also f/n 19 to sample policy 2:250, *Access to District Public Records*, detailing the preservation requirements of the Local Records Act (50 ILCS 205/3), the Family Educational Rights and Privacy Act (20 U.S.C. §1232g), and the Ill. School Student Records Act (105 ILCS 10/), and litigation holds or document preservation requirements pursuant to Federal Rules of Civil Procedure (Rules 16 and 26).

The Identity Protection Act (IPA) (5 ILCS 179/) requires that this subject matter be covered in policy and controls its content. 5 ILCS 179/35. The Act places greater limits on the use of social security numbers (SSNs) than federal law. The IPA defines *identity-protection policy* as "any policy created to protect social security numbers from unauthorized disclosure." *Social security number* is not capitalized in the IPA. 5 ILCS 179/5. Much of a district's collection, storage, use, and disclosure of SSNs applies to employee records only. But limited exceptions may exist where a school district may need to ask students or their parents/guardians to provide SSNs, and any collection and retention of students' SSNs must also be in accordance with this policy.

Another State law, the Personal Information Protection Act (PIPA) (815 ILCS 530/, ~~amended by P.A. 101-343, eff. 1-1-20,~~) requires *data collectors of personal information* to provide certain notice to Illinois residents, and in certain cases, the Ill. Attorney General, when the collector's system data is breached. 815 ILCS 530/10, ~~amended by P.A. 101-343, eff. 1-1-20.~~ Under PIPA, *data collector* is broadly defined to include government agencies and any entities that deal with nonpublic *personal information*. *Personal information* is defined as: (1) an individual's first name or first initial combined with an SSN, driver's license number or State identification card number, financial account information (including without limitation, credit or debit card numbers), medical or health insurance information or biometric data; or (2) a username or email address in combination with a password or security question and answer that would permit access to an online account. *Id.* at 530/5. Depending on whether the *data collector* owns or merely maintains or stores the information, additional notification requirements will also apply. Finally, PIPA requires *units of local governments* to dispose of personal information so that it may not be read or reconstructed. *Id.* at 530/40. It is unclear whether Section 530/40 applies to school districts because PIPA does not specifically identify school districts as *units of local governments* (Ill. Constitution Article VII, Sec. 1). However, the Ill. State Board of Education (ISBE) considers PIPA to apply to the handling of personally identifiable information under grant awards. See the ISBE *Checklist for Protection of Personally Identifiable Information Review*, referenced in f/n 9, below. **Consult the board attorney for advice on the applicability of PIPA's various mandates to your district.** See f/n 4, below for more information about options to include PIPA requirements in this sample policy.

[The U.S. Cybersecurity & Infrastructure Security Agency \(CISA\) recommends that K-12 districts have an incident response plan \(IRP\) that details what a district needs to do before, during, and after an actual or potential security incident. See www.cisa.gov/online-toolkit-partnering-safeguard-k-12-organizations-cybersecurity-threats. In the case of a data breach, it is critical for a district to have an IRP in place that is customized to local conditions and to practice the plan. Having an IRP may also be required for cyber liability insurance coverage. For resources and templates, see https://nvlpubs.nist.gov/nistpubs/SpecialPublications/NIST.SP.800-61r2.pdf, www.ilcillinois.org/resources/k12-incident-response-plan-template-security-studio, https://studentprivacy.ed.gov/resources/data-breach-scenario-trainings, and www.k12six.org/essentials-series.](https://www.cisa.gov/online-toolkit-partnering-safeguard-k-12-organizations-cybersecurity-threats)

- ² The list of goals is optional; it may be deleted, augmented, or otherwise amended.

2. Protect each social security number collected or maintained by the District from unauthorized disclosure.

The Superintendent is responsible for ensuring that the District complies with the Identity Protection Act, 5 ILCS 179/. Compliance measures shall include each of the following: ^{3 4}

1. All employees having access to social security numbers in the course of performing their duties shall be trained to protect the confidentiality of social security numbers. Training should include instructions on the proper handling of information containing social security numbers from the time of collection through the destruction of the information.
2. Only employees who are required to use or handle information or documents that contain social security numbers shall have access to such information or documents.
3. Social security numbers requested from an individual shall be provided in a manner that makes the social security number easily redacted if the record is required to be released as part of a public records request.
4. When collecting a social security number or upon request by an individual, a statement of the purpose(s) for which the District is collecting and using the social security number shall be provided. The stated reason for collection of the social security number must be relevant to the documented purpose. ⁵

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

³ The IPA requires items #1-4 to be covered in a policy. 5 ILCS 179/35(a).

⁴ For boards that want to include PIPA mandates in this Policy, insert the following option after the IPA items #1-4, or if the board includes items #5 and #6 (discussed in f/n 6, below), after items #1-6, and add “815 ILCS 530/, Personal Information Protection Act” to the Legal References:

The Superintendent is also responsible for ensuring the District complies with the Personal Information Protection Act, 815 ILCS 530/. Compliance measures shall include each of the following:

1. Written or electronic notification to an individual and, if applicable, the owner of the information, as required by 815 ILCS 530/10 whenever his or her personal information was acquired by an unauthorized person; *personal information* means either:
 - a. An individual’s first name or first initial and last name in combination with any one or more of his or her (i) social security number, (ii) driver’s license number or State identification card number, (iii) financial account information (with any required security codes or passwords), (iv) medical information, (v) health insurance information, and/or (vi) unique biometric data or other unique physical or digital representation of biometric data, when either the name or the data elements are not encrypted or redacted or are encrypted or redacted but the keys to unencrypt or unredact or otherwise read the name or data elements have been acquired through the breach of security; or
 - b. An individual’s username or email address, in combination with a password or security question and answer that would permit access to an online account, when either the username or email address or password or security question and answer are not encrypted or redacted or are encrypted or redacted but the keys to unencrypt or unredact or otherwise read the data elements have been obtained through the breach of security.
2. Notification to the Ill. Attorney General as required by 815 ILCS 530/10, if a single breach of the security system requires the District to notify more than 500 Illinois residents.
3. Cooperation with the owner of the information in matters relating to the breach, if applicable, as required by 815 ILCS 530/10.
4. Disposal of materials containing personal information in a manner that renders the personal information unreadable, unusable, and undecipherable; personal information has the meaning stated in #1, above.

⁵ See [sample exhibit 4:15-E2](#), *-Statement of Purpose for Collection of Social Security Numbers*.

5. All employees must be advised of this policy’s existence, and a copy of the policy must be made available to each employee. The policy must also be made available to any member of the public, upon request. ⁶
6. If this policy is amended, employees will be advised of the existence of the amended policy and a copy of the amended policy will be made available to each employee. ⁷

No District employee shall collect, store, use, or disclose an individual’s social security number unless specifically authorized by the Superintendent. ⁸ This policy shall not be interpreted as a guarantee of the confidentiality of social security numbers and/or other personal information. The District will use best efforts to comply with this policy, but this policy should not be construed to convey any rights to protection of information not otherwise afforded by law.

Treatment of Personally Identifiable Information Under Grant Awards ⁹

The Superintendent ensures that the District takes reasonable measures to safeguard: (1) *protected personally identifiable information*,¹⁰ (2) other information that a federal awarding agency, pass-through agency or State awarding agency designates as sensitive, such as *personally identifiable information* (PII)¹¹ and (3) information that the District considers to be sensitive consistent with

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

⁶ Items #5 and #6 are not required to be in policy but districts are required to perform the described action(s). 5 ILCS 179/35(b). These compliance measures are covered in [sample administrative procedure 4:15-AP1, Protecting the Privacy of Social Security Numbers](#).

⁷ Optional. See f/n 6 above.

⁸ This sentence is optional. Its intent is to inform employees of the need to have proper authority before collecting, storing, using, or disclosing SSNs. A board may attach a sanction to the paragraph by adding the following option:

An employee who has substantially breached the confidentiality of social security numbers may be subject to disciplinary action or sanctions up to and including dismissal in accordance with District policy and procedures.

⁹ While the federal regulations on procurement standards in 2 C.F.R. Part 200 do not specifically require a written policy on the treatment of *personally identifiable information* (PII) under grant-funded programs, the Ill. State Board of Education’s (ISBE’s) *Checklist for Protection of Personally Identifiable Information Review* (ISBE Checklist), at www.isbe.net/Pages/Federal-and-State-Monitoring.aspx ~~www.isbe.net/Pages/Audit-and-Monitoring-Review-Requirements-and-Tools.aspx~~, requires an approved policy or policies related to the identification, handling, storage, access, disposal, and overall protection of PII as evidence of legal compliance with the Grant Accountability and Transparency Act (GATA) (30 ILCS 708/) and federal regulations. The ISBE Checklist is specific to PII handled by districts in connection with their administration of grants. The uniform federal rules on procurement standards in 2 C.F.R. Part 200 apply to eligible State grants through the Grant Accountability and Transparency Act (GATA) (30 ILCS 708/). This [sample](#) policy and accompanying [sample](#) administrative procedure 4:15-AP2, *Treatment of Personally Identifiable Information Under Grant Awards*, are designed to help districts meet the standard set forth in 2 C.F.R. 200.303(e) and the documentation items on the ISBE Checklist.

¹⁰ *Protected personally identifiable information* (Protected PII) means an individual’s first name or first initial and last name in combination with any one or more types of information, including, but not limited to, social security number, passport number, credit card numbers, clearances, bank numbers, biometrics, date and place of birth, mother’s maiden name, criminal records, medical records, financial records, or educational transcripts. Protected PII does not include *personally identifiable information* (PII) that is required by law to be disclosed. 2 C.F.R. §200.182. See [sample administrative procedure 4:15-AP2, Treatment of Personally Identifiable Information Under Grant Awards](#). Protected PII is similar to, but broader than, the definition of *personal information* under PIPA.

¹¹ PII is a broader concept than Protected PII. Said another way, Protected PII is a subset of PII.

applicable laws regarding privacy and confidentiality (collectively, *sensitive information*), when administering federal grant awards and State grant awards governed by the Grant Accountability and Transparency Act (30 ILCS 708/).

The Superintendent shall establish procedures for the identification, handling, storage, access, disposal and overall confidentiality of sensitive information.¹² The Superintendent shall ensure that employees and contractors responsible for the administration of a federal or State award for the District receive regular training in the safeguarding of sensitive information.¹³ Employees mishandling sensitive information are subject to discipline, up to and including dismissal.

LEGAL REF.: 2 C.F.R. §200.303(e).
5 ILCS 179/, Identity Protection Act.
30 ILCS 708/, Grant Accountability and Transparency Act.
50 ILCS 205/3, Local Records Act.
105 ILCS 10/, Illinois School Student Records Act.

CROSS REF: 2:250 (Access to District Public Records), 5:150 (Personnel Records), 7:340 (Student Records), [7:345 \(Use of Educational Technologies; Student Data Privacy and Security\)](#)

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

PII means information that can be used to distinguish or trace an individual's identity, either alone or when combined with other personal or identifying information that is linked or linkable to a specific individual. Some information that is considered to be PII is available in public sources such as telephone books and public websites, and it is considered to be Public PII. Public PII includes, for example, first and last name, address, work telephone number, email address, home telephone number, and general educational credentials. The definition of PII is not anchored to any single category of information or technology. Rather, it requires a case-by-case assessment of the specific risk that an individual can be identified. Non-PII can become PII whenever additional information is made publicly available, in any medium and from any source, that, when combined with other available information, could be used to identify an individual. 2 C.F.R. §200.179.

In addition to 2 C.F.R. 200.303(e), depending upon the type of record being created or used in connection with a grant-funded program, multiple laws may govern the treatment of *personally identifiable information* (PII) under a grant, including the IPA (5 ILCS 179/), PIPA (815 ILCS 530/), Family Educational Rights and Privacy Act, (20 U.S.C. §1232g), Ill. School Student Records Act (105 ILCS 10/), Student Online Personal Protection Act, (105 ILCS 85/~~amended by P.A. 101-516, eff. 7-1-21~~), Personnel Record Review Act (820 ILCS 40/), and Local Records Act (50 ILCS 205/3).

¹² See [sample administrative procedure](#) 4:15-AP2, [Treatment of Personally Identifiable Information Under Grant Awards](#).

¹³ The ISBE Checklist requires districts to maintain documentation of training of all employees/contractors on the handling of PII, including evidence of the date(s) of the training and attendance/completion of the training. See [www.isbe.net/Pages/Federal-and-State-Monitoring.aspx](#)~~www.isbe.net/Pages/Audit-and-Monitoring-Review-Requirements-and-Tools.aspx~~. Because many individuals in a district can be involved in day-to-day administration of activities supported by a federal or State grant, best practice is to regularly train all employees on the safeguarding of such sensitive information, e.g., upon hire and then annually or semi-annually.

Operational Services

Identity Protection

The collection, storage, use, and disclosure of social security numbers by the School District shall be consistent with State and federal laws. The goals for managing the District’s collection, storage, use, and disclosure of social security numbers are to:

1. Limit all activities involving social security numbers to those circumstances that are authorized by State or Federal law.
2. Protect each social security number collected or maintained by the District from unauthorized disclosure.

The Superintendent is responsible for ensuring that the District complies with the Identity Protection Act, 5 ILCS 179/. Compliance measures shall include each of the following:

1. All employees having access to social security numbers in the course of performing their duties shall be trained to protect the confidentiality of social security numbers. Training should include instructions on the proper handling of information containing social security numbers from the time of collection through the destruction of the information.
2. Only employees who are required to use or handle information or documents that contain social security numbers shall have access to such information or documents.
3. Social security numbers requested from an individual shall be provided in a manner that makes the social security number easily redacted if the record is required to be released as part of a public records request.
4. When collecting a social security number or upon request by an individual, a statement of the purpose(s) for which the District is collecting and using the social security number shall be provided. The stated reason for collection of the social security number must be relevant to the documented purpose.
5. All employees must be advised of this policy’s existence and a copy of the policy must be made available to each employee. The policy must also be made available to any member of the public, upon request.
6. If this policy is amended, employees will be advised of the existence of the amended policy and a copy of the amended policy will be made available to each employee.

No District employee shall collect, store, use, or disclose an individual’s social security number unless specifically authorized by the Superintendent. This policy shall not be interpreted as a guarantee of the confidentiality of social security numbers and/or other personal information. The District will use best efforts to comply with this policy, but this policy should not be construed to convey any rights to protection of information not otherwise affordable by law.

Treatment of Personally Identifiable Information Under Grant Awards

The Superintendent ensures that the District takes reasonable measures to safeguard: (1) *protected personally identifiable information*, (2) other information that a federal awarding agency, pass-through agency or State awarding agency designates as sensitive, such as *personally identifiable information* (PII) and (3) information that the District considers to be sensitive consistent with applicable laws regarding privacy and confidentiality (collectively, *sensitive information*), when administering federal grant awards and State grant awards governed by the Grant Accountability and Transparency Act (30 ILCS 708/).

The Superintendent shall establish procedures for the identification, handling, storage, access, disposal and overall confidentiality of sensitive information. The Superintendent shall ensure that employees and contractors responsible for the administration of a federal or State award for the District receive regular training in the safeguarding of sensitive information. Employees mishandling sensitive information are subject to discipline, up to and including dismissal.

LEGAL REF.: 2 C.F.R. §200.303(e).
5 ILCS 179/, Identity Protection Act.
30 ILCS 708/, Grant Accountability and Transparency Act.
50 ILCS 205/3, Local Records Act.
105 ILCS 10/, Illinois School Student Records Act.

CROSS REF.: 2:250 (Access to District Public Records), 5:150 (Personnel Records), 7:340 (Student Records)

ADOPTED: April 21, 2011

REVISED: March 19, 2020

CURRENT

Operational Services

Incurring Debt ¹

The Superintendent shall provide early notice to the School Board of the District's need to borrow money. The Superintendent or designee² shall prepare all documents and notices necessary for the Board, at its discretion, to: (1) issue State Aid Anticipation Certificates,³ tax anticipation warrants,⁴ working cash fund bonds,⁵ bonds,⁶ notes,⁷ and other evidence of indebtedness,⁸ or (2) establish a line of credit with a bank or other financial institution.⁹ The Superintendent shall notify the III. State Board of Education before the District issues any form of long-term or short-term debt that will result in outstanding debt that exceeds 75% of the debt limit specified in State law. ¹⁰

Bond Issue Obligations ¹¹

In connection with the Board's issuance of bonds, the Superintendent shall be responsible for ensuring the District's compliance with federal securities laws, including the anti-fraud provisions of the

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State law controls this policy's content. School districts are subject to a statutory debt limitation (105 ILCS 5/19-1(a)); other provisions in 5/19-1 contain exceptions. Not all forms of indebtedness are subject to the statutory debt limitations. Before incurring any debt, the board must be certain that the debt will be within the district's debt limitation.

² Boards that employ business managers may want to substitute "Business Manager", "Chief School Business Official", or another locally-equivalent title for "Superintendent or designee" and "Superintendent" as they appear throughout this policy; the business manager most commonly performs the duties described in this policy.

³ 50 ILCS 420/1 et seq. and 105 ILCS 5/18-18.

⁴ 105 ILCS 5/17-16.

⁵ 105 ILCS 5/20-2, 5/20-4, and 5/20-5, amended by P.A. 101-416; 30 ILCS 305/2.

⁶ 105 ILCS 5/19-1 et seq.; 30 ILCS 350/.

⁷ 50 ILCS 420/0.01 et seq. A district may borrow money and issue bonds for the purposes stated in 105 ILCS 5/19-3, provided the board properly adopted an election referendum and subsequently the voters approved the proposition. 10 ILCS 5/28-2. Districts have the authority to issue bonds for certain purposes without a direct referendum, e.g., School Fire Prevention and Safety Bonds, Working Cash Fund Bonds, Funding Bonds, and Insurance Reserve Bonds. However, as is the case with Working Cash Fund Bonds, certain types of bonds still require boards to follow *backdoor referendum* procedures.

⁸ Other types of indebtedness include funding bonds and refunding bonds (105 ILCS 5/19-1 et seq.), as well as debt certificates and alternate bonds authorized by the Local Government Debt Reform Act (30 ILCS 350/).

⁹ 105 ILCS 5/17-17.

¹⁰ 105 ILCS 5/19-1(q).

¹¹ Optional. This subhead is offered for boards that want to: (1) expressly address their obligations to comply with federal securities laws; and (2) authorize the creation of written procedures to protect the status of tax-exempt (or otherwise tax-advantaged) bonds issued by the board. As a matter of best practice and to reduce potential future liabilities, many attorneys recommend that board policy address these obligations. Consult the board attorney and/or bond counsel for guidance.

The Internal Revenue Service strongly encourages, but does not currently require, issuers of tax-exempt bonds to establish written post-issuance compliance monitoring procedures. For guidance regarding the recommended content of such procedures, see *IRS Publication 4079, Tax-Exempt Governmental Bonds*, at: www.irs.gov/pub/irs-pdf/p4079.pdf. Such procedures may be included in a written bond resolution for a specific bond issue, and/or they may be established more generally. Consult the board attorney and/or bond counsel regarding the establishment of such procedures for tax-exempt bonds.

Securities Act of 1933, as amended¹² and, if applicable, the continuing disclosure obligations under Rule 15c2-12 of the Securities Exchange Act of 1934, as amended. ¹³

Additionally, in connection with the Board's issuance of bonds, the interest on which is excludable from *gross income* for federal income tax purposes, or which enable the District or bond holder to receive other federal tax benefits, the Board authorizes the Superintendent to establish written procedures for post-issuance compliance monitoring for such bonds to protect their tax-exempt (or tax-advantaged) status.

The Board may contract with outside professionals, such as bond counsel and/or a qualified financial consulting firm, to assist it in meeting the requirements of this subsection. ¹⁴

LEGAL REF.: ~~Securities Act of 1933~~, 15 U.S.C. §77a et seq., ~~Securities Act of 1933~~.
~~Securities Exchange Act of 1934~~, 15 U.S.C. §78a et seq., ~~Securities Exchange Act of 1934~~.
17 C.F.R. §240.15c2-12.
~~Bond Authorization Act~~, 30 ILCS 305/2, ~~Bond Authorization Act~~.
~~Bond Issue Notification Act~~, 30 ILCS 352/, ~~Bond Issue Notification Act~~.
~~Local Government Debt Reform Act~~, 30 ILCS 350/, ~~Local Government Debt Reform Act~~.
~~Tax Anticipation Note Act~~, 50 ILCS 420/, ~~Tax Anticipation Note Act~~.
105 ILCS 5/17-16, 5/17-17, 5/18-18, and 5/19-1 et seq.

CROSS REF.: 4:10 (Fiscal and Business Management)

ADMIN. PROC.: 4:40-AP (Preparing and Updating Disclosures)

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

If a board does not accept this subhead, delete the Administrative Procedure Reference and the following Legal References: ~~Securities Act of 1933~~, 15 U.S.C. §77a et seq., ~~Securities Act of 1933~~; ~~Securities Exchange Act of 1934~~, 15 U.S.C. §78a et seq., ~~Securities Exchange Act of 1934~~; and 17 C.F.R. §240.15c2-12.

¹² 15 U.S.C. §77q.

¹³ 17 C.F.R. §240.15c2-12. See [sample administrative procedure 4:40-AP, Preparing and Updating Disclosures](#), for a detailed set of sample procedures designed to facilitate a district's compliance with disclosure requirements of federal securities laws.

¹⁴ Delete the last paragraph of this subhead if the board does not want to include a sentence in this policy that addresses the use of outside professionals for assistance with compliance. Boards that regularly utilize outside professionals to assist them in meeting bond disclosure requirements may want to include this language to memorialize their current practice. Contracts for the services of individuals possessing a high degree of professional skill, such as attorneys and financial consultants, are exempt from competitive bidding requirements. 105 ILCS 5/10-20.21(a)(i).

Operational Services

Incurring Debt

The Superintendent or a designee shall provide notice to the Board of the District’s need to borrow money. The Superintendent or designee shall prepare all documents and notices necessary for the Board, at its discretion, to: (1) issue State Aid Anticipation Certificates, tax anticipation warrants, working cash fund bonds, bonds, notes, and other evidence of indebtedness, or (2) establish a line of credit with a bank or other financial institution. The Superintendent shall notify the State Board of Education before the District issues any form of long-term or short-term debt that will result in outstanding debt that exceeds 75% of the debt limit specified in State law.

Bond Issue Obligations

In connection with the Board’s issuance of bonds, the Superintendent shall be responsible for ensuring the District’s compliance with federal securities laws, including the anti-fraud provisions of the Securities Act of 1933, as amended and, if applicable, the continuing disclosure obligations under Rule 15c2-12 of the Securities Exchange Act of 1934, as amended.

Additionally, in connection with the Board’s issuance of bonds, the interest on which is excludable from *gross income* for federal income tax purposes, or which enable the District or bond holder to receive other federal tax benefits, the Board authorizes the Superintendent to establish written procedures for post-issuance compliance monitoring for such bonds to protect their tax-exempt (or tax-advantaged) status.

The Board may contract with outside professionals, such as bond counsel and/or a qualified financial consulting firm, to assist it in meeting the requirements of this subsection.

LEGAL REF.: Securities Act of 1933, 15 U.S.C. §77a et seq.
 Securities Exchange Act of 1934, 15 U.S.C. §78a et seq.
 17 C.F.R. §240.15c2-12.
 Bond Authorization Act, 30 ILCS 305/2.
 Bond Issue Notification Act, 30 ILCS 350/.
 Local Government Debt Reform Act, 30 ILCS 350/.
 Tax Anticipation Note Act, 50 ILCS 420/.
 105 ILCS 5/17-16, 5/17-17, 5/18-18, 5/19-1 et seq.

CROSS REF.: 4:10 (Fiscal and Business Management)

ADMIN. PROC.: 4:40-AP (Preparing and Updating Disclosures)

ADOPTED: May 17, 2001

REVISED: February 21, 2020

Operational Services

Resource Conservation ¹

The Superintendent or designee shall manage a program of energy and resource conservation for the District that includes:

1. Periodic review of procurement procedures and specifications to ensure that purchased products and supplies are reusable, durable, or made from recycled materials, if economically and practically feasible. ²
2. Purchasing recycled paper and paper products in amounts that will, at a minimum, meet the specifications in the School Code, if economically and practically feasible. ³
3. Periodic review of procedures on the reduction of solid waste generated by academic, administrative, and other institutional functions. These procedures shall: (a) require recycling the District’s waste stream, including landscape waste, computer paper, and white office paper, if economically and practically feasible; (b) include investigation of the feasibility of potential markets for other recyclable materials that are present in the District’s waste stream; and (c) establish a goal for the be designed to achieve, before July 1, 2020, at least a 50% reduction in the amount of solid waste that is generated by the District, when it is economically and practically feasible to do so. ⁴
4. ~~Adherence to e~~Energy conservation measures. ⁵

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State or federal law controls this policy’s content. 105 ILCS 5/10-20.19c.

² Required by 105 ILCS 5/10-20.19c(a-5).

³ Required by 105 ILCS 5/10-20.19c(b) - (e).

⁴ ~~Required by~~ 105 ILCS 5/10-20.19c(e-5). ~~Everything in this paragraph is~~ Item (a) is mandatory. ~~Item (b) except that this is not mandatory because the~~ statute only “encourages” districts to investigate “potential markets for other recyclable materials that are present in the school district’s waste stream.” 105 ILCS 5/10-20.19c(e-5) required districts to have waste reduction procedures designed to achieve at least a 50% reduction in the amount of solid waste generated by the district before 7-1-20, but it was unclear ~~about~~ what year or baseline number ~~or year that~~ a district ~~must needed to~~ use to determine whether it ~~has achieved at least a 50% reduction in the amount of solid waste that it generates by 7-1-20~~ the reduction. One option for a baseline ~~may be to~~ was to use the date this law became effective, which was 7-18-08, or the year closest to it for which the district ~~still retains~~ relevant records; ~~however, consult the board attorney for assistance in determining these baselines.~~ Item (c) is optional. The statute does not establish any reduction goals past 7-1-20, therefore item (c) gives districts the flexibility to establish additional goals when it is economically and practically feasible to do so.

⁵ Districts are authorized to enter into *guaranteed energy savings contracts* to implement *energy conservation measures*, including any improvement, repair, or alteration of any school district building, or any equipment or fixture to be added to a district building, that is designed to reduce energy consumption or operation costs. 105 ILCS 5/19b. The guaranteed energy savings contract must provide that all payments are to be made over time, and energy cost savings must be specified and guaranteed to the extent necessary to pay the costs of the energy conservation measures. State law provides the process for requesting proposals and entering into contracts. Any contract is valid whether or not funding has been appropriated in any budget adopted by the board.

LEGAL REF.: 105 ILCS 5/10-20.19c and 5/19b.

CROSS REF.: 4:60 (Purchases and Contracts), 4:150 (Facility Management and Building Programs)

DRAFT

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

Consult the board attorney about whether an energy conservation measure qualifies for funding as an energy conservation project under the Ill. Finance Authority Act (FAA). 20 ILCS 3501/. The FAA specifically includes energy conservation projects in school districts. 20 ILCS 3501/820-10(c). The FAA’s definition of *energy conservation project* is very similar to the School Code’s definition of *energy conservation measure* (105 ILCS 5/19b-1.1); it also includes measures that reduce the amount of electricity or natural gas required to achieve a given end use, consistent with the definition of *energy efficiency* in the Ill. Power Agency Act. 20 ILCS 3855/1-10. Funding under the FAA requires a certification that the project will be a cost-effective energy-related project that will lower energy or utility costs in connection with the operation or maintenance of such building or facility, and will achieve energy cost savings sufficient to cover bond debt service and other project costs within 10 years from the date of project installation. 20 ILCS 3501/820-10(c).

4:70

Page 2 of 2

Operational Services

Resource Conservation

The Superintendent or designee shall manage a program of energy and resource conservation for the District that includes:

1. Periodic review of procurement procedures and specifications to ensure that purchased products and supplies are reusable, durable, or made from recycled materials, if economically and practically feasible.
2. Purchasing recycled paper and paper products in amounts that will, at a minimum, meet the specifications in the School Code, if economically and practically feasible.
3. Periodic review of procedures on the reduction of solid waste generated by academic, administrative, and other institutional functions. These procedures shall: (a) require recycling the District’s waste stream, including landscape waste, computer paper, and white office paper, if economically and practically feasible; (b) include investigation of the feasibility of potential markets for other recyclable materials that are present in the district’s waste stream; and (c) be designed to achieve, before July 1, 2020, at least a 50% reduction in the amount of solid waste that is generated by the District.
4. Adherence to energy conservation measures.

LEGAL REF.: 105 ILCS 5/10-20.19c and 5/19b.

CROSS REF.: 4:60 (Purchases and Contracts), 4:150 (Facility Management and Building Programs)

ADOPTED: January 22, 2009

REVISED: July 21, 2022

Operational Services

Accounting and Audits ¹

The School District’s accounting and audit services shall comply with the *Requirements for Accounting, Budgeting, Financial Reporting, and Auditing*, as adopted by the Ill. State Board of Education (ISBE), State and federal laws and regulations, and generally accepted accounting principles. Determination of liabilities and assets, prioritization of expenditures of governmental funds, and provisions for accounting disclosures shall be made in accordance with government accounting standards as directed by the auditor designated by the Board. The Superintendent, in addition to other assigned financial responsibilities, shall report monthly on the District’s financial performance, both income and expense, in relation to the financial plan represented in the budget.

Annual Audit ²

At the close of each fiscal year, the Superintendent shall arrange an audit of the District funds, accounts, statements, and other financial matters. The audit shall be performed by an independent certified public accountant designated by the Board and be conducted in conformance with prescribed standards and legal requirements. A complete and detailed written audit report shall be provided to each Board member and to the Superintendent. The Superintendent shall annually, on or before October 15, submit an original and one copy of the audit to the Regional Superintendent of Schools.

Annual Financial Report ³

The Superintendent or designee shall annually prepare and submit the Annual Financial Report on a timely basis using the form adopted by the ISBE. The Superintendent shall review and discuss the Annual Financial Report with the Board before it is submitted.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State or federal law controls this policy’s content. A board policy or resolution is required concerning revolving funds and petty cash. 23 Ill.Admin.Code §100.70. This policy is intended to facilitate the board’s fiscal oversight role. The last sentence of the first paragraph should be modified to align with local conditions. The *Requirements for Accounting, Budgeting, Financial Reporting, and Auditing* at 23 Ill.Admin.Code Part 100 replaced 23 Ill.Admin.Code Part 110, *Program Accounting Manual* and 23 Ill.Admin.Code Part 125, *Student Activity Funds and Convenience Accounts*.

² Audit requirements are found in 105 ILCS 5/3-7 and 5/3-15.1, and 23 Ill.Admin.Code §100.110. The federal Single Audit Act adds audit requirements for federal programs. 31 U.S.C. §7501 *et seq.* [Grant Accountability Transparency Act \(GATA\) \(30 ILCS 708/\) rules also require districts that receive federal pass-through and State-issued awards to have a financial statement audit conducted in accordance with 23 Ill.Admin.Code §100.110, regardless of the amount of award expenditures. 44 Ill.Admin.Code §7000.90\(c\)\(3\). See f/n 5, below, for additional information regarding GATA.](#)

~~Use this alternative for~~For districts in suburban Cook County, replace “Regional Superintendent of Schools” with “appropriate Intermediate Service Center [Executive Director](#).”

The following optional sentence establishes an audit committee: “The Board will annually establish an audit committee to help the Board select an external auditor, confer with the auditor regarding the audit’s scope, and oversee the audit process.”

Note: All board committees are subject to the Open Meetings Act (5 ILCS 120/).

The following optional sentence establishes a competitive process for selecting the external auditor; it prevents a long-term relationship with an auditor and reduces the possibility of audits being too routine or friendly: “The Board will annually advertise a request for proposals to perform the external audit.” Substitute “periodically” for “annually” if desired.

³ Requirements for the annual financial report are found in 105 ILCS 5/2-3.27 and 5/3-15.1; 23 Ill.Admin.Code §100.100. The last sentence of this section should be modified to align with local conditions.

Inventories ⁴

The Superintendent or designee is responsible for establishing and maintaining accurate inventory records. The inventory record of supplies and equipment shall include a description of each item, quantity, location, purchase date, and cost or estimated replacement cost, unless the supplies and equipment are acquired by the District pursuant to a federal or State grant award, in which case the inventory record shall also include the information required by 2 C.F.R. §200.313, if applicable.⁵ The Superintendent shall establish procedures for the management of property acquired by the District under grant awards that comply with federal and State law. ⁶

Capitalization Threshold ⁷

To be considered a capital asset for financial reporting purposes, a capital item must be at or above a capitalization threshold of \$5,000 and have an estimated useful life greater than one year.

Disposition of District Property ⁸

The Superintendent or designee shall notify the Board, as necessary, of the following so that the Board may consider its disposition: (1) District personal property (property other than buildings and land) that

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

⁴ ~~The Ill. Program Accounting Manual (IPAM) was repealed and replaced with the *Requirements for Accounting, Budgeting, Financial Reporting, and Auditing*. While these rules contain much of the IPAM information, the information about inventories was not included. That information is still useful and may be found at: www.isbe.net/Documents/ipam.pdf. The last sentence of this section should be modified to align with local conditions. The content of inventory records is at the district's discretion, with the exception of supplies and equipment that are governed by 2 C.F.R. §200.313. See f/n 5, below.~~

⁵ 2 C.F.R. §200.313. The uniform federal rules that govern federal grant awards in 2 C.F.R. Part 200 apply to State-issued grant awards through the Grant Accountability Transparency Act (GATA) (30 ILCS 708/), unless exempted in whole or in part by the Governor's Office of Management of Budget. 30 ILCS 708/55. See www.isbe.net/gata for further information about the scope of GATA's application to federal awards and State-funded grant programs administered by the Ill. State Board of Education (ISBE). See [sample administrative procedure 4:80-AP3, Inventory Management for Federal and State Awards](#). ISBE guidance is available at: www.isbe.net/Documents/fiscal_procedure_handbk.pdf and www.isbe.net/Pages/Federal-and-State-Monitoring.aspx ~~www.isbe.net/Pages/Audit and Monitoring Review Requirements and Tools.aspx.~~

⁶ *Id.* In connection with ISBE's grant monitoring function, ISBE published a *Checklist for Equipment and Inventory Review* which requires an approved policy (or procedure) related to the management of equipment at: ~~www.isbe.net/Pages/Federal-and-State-Monitoring.aspx www.isbe.net/Pages/Audit and Monitoring Review Requirements and Tools.aspx.~~

⁷ Optional. 23 Ill.Admin.Code §100.60 requires school boards to adopt a capitalization threshold, which can be done through policy. The capitalization threshold is a dollar figure above which the cost of an item will be included on financial statements and depreciated. A minimum threshold of \$5,000 and useful life greater than one year complies with the definition of *equipment* under federal grant rules, but may be adjusted, and/or multiple thresholds can be established, for different categories of capital assets. 2 C.F.R. §§200.133 and 200.313(e). The Government Accounting Standards Board (GASB) Statement No. 34 at para. 115(e) states that a government should disclose its policy "for capitalizing assets and for estimating the useful lives of those assets." See GASB Statement 34 and *Guide to Implementation of GASB Statement 34 on Basic Financial Statements* (p.28), both available at: www.gasb.org. ~~There are no specific requirements for such policies; however, District auditors may require or recommend a district have a more comprehensive capitalization policy and/or procedure. Such an accounting policy or procedure should be developed in consultation with the district's accounting professional(s) and tailored to reflect local conditions.~~

⁸ The requirements in this section are specified in 105 ILCS 5/5-22 (allowing property constructed or renovated by students as part of a curricular program to be sold through the services of a licensed real estate broker subject to certain requirements), 5/10-22.8 ([sale of personal property](#)); and 2 C.F.R. §200.313(e) for federal awards and State awards governed by GATA. See f/n 5, above, regarding grant award requirements. A board that desires to act on the disposition of property having *any* value should use the following alternative to this section's last sentence: "Notwithstanding the above, the Superintendent or designee may unilaterally dispose of worthless personal property."

is no longer needed for school purposes, and (2) school site, building, or other real estate that is unnecessary, unsuitable, or inconvenient. Notwithstanding the above, the Superintendent or designee may unilaterally dispose of personal property of a diminutive value. The Superintendent shall establish procedures for the disposition of property acquired by the District under grant awards that comply with federal and State law.

Taxable Fringe Benefits⁹

The Superintendent or designee shall: (1) require that all use of District property or equipment by employees is for the District's convenience and best interests unless it is a Board-approved fringe benefit, and (2) ensure compliance with the Internal Revenue Service regulations regarding when to report an employee's personal use of District property or equipment as taxable compensation.

Controls for Revolving Funds and Petty Cash¹⁰

Revolving funds and the petty cash system are established in Board policy 4:50, *Payment Procedures*. The Superintendent shall: (1) designate a custodian for each revolving fund and petty cash fund, (2) obtain a bond for each fund custodian, and (3) maintain the funds in compliance with this policy, State law, and ISBE rules. A check for the petty cash fund may be drawn payable to the designated petty cash custodian. Bank accounts for revolving funds are limited to a maximum balance of ~~\$500,000~~1,000. All expenditures from these bank accounts must be directly related to the purpose for which the account was established and supported with documentation, including signed invoices or receipts. All deposits into these bank accounts must be accompanied with a clear description of their intended purpose. The Superintendent or designee shall include checks written to reimburse revolving funds on the Board's monthly listing of bills indicating the recipient and including an explanation.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

The recipient (through either sale or donation) of any discarded school bus must immediately: (1) remove, cover, or conceal the "SCHOOL BUS" signs and any other insignia or words indicating the vehicle is a school bus; (2) render inoperable or remove entirely the stop signal arm and flashing signal system; and (3) paint the school bus a different color from those under 625 ILCS 5/12-801. 625 ILCS 5/12-806(b).

⁹ The intent of this optional section is twofold: (1) to control personal use of district property and equipment; and (2) to ensure compliance with IRS rules. As to the first point, allowing personal use of district property or equipment is arguably prohibited by the Ill. Constitution, Art. VIII, Sec. 1 which states: "Public funds, property or credit shall be used only for public purposes." As to the second point, any fringe benefit an employer provides is taxable and must be included in the recipient's pay unless the law specifically excludes it. See Publication 15-B (2019), *Employer's Tax Guide to Fringe Benefits*, at: www.irs.gov/pub/irs-pdf/p15b.pdf.

¹⁰ 105 ILCS 5/10-20.19(2); 23 Ill.Admin.Code §100.70. This paragraph's contents are mandatory, except for the ~~\$1,000~~500 cap on the maximum balance of revolving funds. The cap amount may be changed or the following alternative used: "Each revolving fund shall be maintained in a bank that has been approved by the Board and established in an amount approved by the Superintendent consistent with the annual budget."

The School Code defines petty cash as a type of revolving fund. Id. It and other revolving funds carry a standard balance and are regularly reimbursed to maintain the standard balance amount (generally referred to as an *imprest system* of financial accounting). In practice, petty cash is paid out of a *de minimis* cash amount maintained by a fund custodian. Disbursement from a revolving fund other than petty cash is typically made against an imprest checking account, by an authorized signor who is readily available in the district, e.g., a superintendent or building principal. The authorized signor manages the revolving fund and requests the board to reimburse the fund for expenses incurred to bring the imprest account back to its standard balance.

Control Requirements for Checks ¹¹

The Board must approve all bank accounts opened or established in the District's or a District school's name or with the District's Federal Employer Identification Number. All checks issued by the School District must be signed by either the Treasurer or Board President, except that checks from accounts containing student activity funds or fiduciary funds and checks from revolving accounts may be signed by their respective account custodians.

Internal Controls ¹²

The Superintendent is primarily responsible for establishing and implementing a system of internal controls for safeguarding the District's financial condition; the Board, however, will oversee these safeguards. The control objectives are to ensure efficient business and financial practices, reliable financial reporting, and compliance with State law and Board policies, and to prevent losses from fraud,

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹¹ This section is largely up to the local board's discretion; additional controls may be added. The following alternative to the second sentence will mandate two signatories for checks:

Two of the following individuals: the Treasurer, Board President, and/or Board Vice-President, shall sign all checks issued by the School District, except that checks from accounts containing student activity funds or fiduciary funds and checks from revolving accounts may be signed by their respective account custodians.

See [sample](#) policy 4:90, *Student Activity and Fiduciary Funds*, for more information about a board's responsibilities for *student activity funds* and *fiduciary funds*. A board must comply with State law requirements concerning the use of facsimile or electronic signatures on checks. The Secretary of State, Index Department, maintains certified manual signatures of officers authorized to sign checks. Uniform Facsimile Signature of Public Officials Act, 30 ILCS 320/. Electronic records and signatures are governed by the Uniform Electronic Transactions Act, 815 ILCS 333/-, ~~added by P.A. 102-38~~. Attorneys disagree about the applicability of these laws to school districts.

¹² This section is largely up to the local board's discretion. The annual audit must include a "review and testing of the internal control structure." 23 Ill.Admin.Code §100.110. This review's limited scope means that boards should not rely on it to reveal uncontrolled financial risks. The board's responsibility is to establish policy to safeguard the district's financial condition. Indeed, the oath of office includes this promise: "I shall respect taxpayer interests by serving as a faithful protector of the school district's assets." In this sample policy, the board sets the control objectives and the superintendent is responsible for developing an internal controls system. In addition, ISBE has issued guidance on internal controls pursuant to its administration of the Grant Accountability and Transparency Act (GATA), 30 ILCS 708/. See ~~the~~ [ISBE's State and Federal Grant Administration Policy, Fiscal Requirements, and Procedures—Fiscal Procedures Handbook](#), at: www.isbe.net/Documents/fiscal_procedure_handbk.pdf, which states that "to establish a strong control environment, grantees must...[d]esign internal controls that are in compliance with guidance in *Standards for Internal Control in the Federal Government* issued by the Comptroller General of the United States" (a free resource, available at: www.gao.gov/assets/670/665712.pdf) or the *Internal Control Integrated Framework* issued by the Committee of Sponsoring Organizations of the Treadway Commission (a fee-based resource, available at: www.coso.org/guidance-on-ic <https://www.coso.org/Pages/ic.aspx>). Boards that wish to take a larger oversight role regarding internal controls may list the numbered sentences in the IASB sample administrative procedure 4:80-API1, *Checklist for Internal Controls*, as required inclusions in the superintendent's program for internal controls. This alternative, for insertion at the end of this section's first paragraph, follows:

The District's system of internal controls shall include the following:

1. All financial transactions must be properly authorized and documented.
2. Financial records and data must be accurate and complete.
3. Accounts payable must be accurate and punctual.
4. District assets must be protected from loss or misuse.
5. Incompatible duties should be segregated, if possible.
6. Accounting records must be periodically reconciled.
7. Equipment and supplies must be safeguarded.
8. Staff members with financial or business responsibilities must be properly trained and supervised, and must perform their responsibilities with utmost care and competence.
9. Any unnecessary weaknesses or financial risks must be promptly corrected.

waste, and abuse,¹³ as well as employee error, misrepresentation by third parties, or other imprudent employee action.

The Superintendent or designee shall annually audit the District's financial and business operations for compliance with established internal controls and provide the results to the Board. The Board may from time-to-time engage a third party to audit internal controls in addition to the annual audit.

LEGAL REF.: 2 C.F.R. §200 et seq.
30 ILCS 708/, Grant Accountability and Transparency Act, implemented by 44 Ill.Admin.Code 7000 et seq.
105 ILCS 5/2-3.27, 5/2-3.28, 5/3-7, 5/3-15.1, 5/5-22, 5/10-21.4, 5/10-20.19, 5/10-22.8, and 5/17-1 et seq.
23 Ill.Admin.Code Part 100.

CROSS REF.: 4:10 (Fiscal and Business Management), 4:50 (Payment Procedures), 4:55 (Use of Credit and Procurement Cards), 4:90 (Student Activity and Fiduciary Funds)

DRAFT

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹³ Unless specifically exempted, grantees receiving funds from any State agency, including ISBE, must comply with GATA and annually complete a *Fiscal and Administrative Internal Controls Questionnaire* (ICQ). The ICQ covers a number of different topics related to internal controls. Districts that are identified as having one or more areas of elevated risk based on their answers to the ICQ, are required to develop and implement corrective action to address the area(s). Districts that fail to take necessary corrective action to address weak areas of internal control put their grant funding at risk. One of the sections of the ICQ may address a grantee's internal controls for fraud, waste, and abuse, including whether the grantee has a *fraud awareness program*. See sample administrative procedures 4:80-AP1, *Checklist for Internal Controls*, and 4:80-AP2, *Fraud, Waste, and Abuse Awareness Program*, which incorporate ISBE-recommended practices related to fraud, waste, and abuse.

Operational Services

Accounting and Audits

The District's accounting and audit services shall comply with the *Requirements for Accounting, Budgeting, Financial Reporting, and Auditing*, as adopted by the Ill. State Board of Education (ISBE), State and federal laws and regulations, and generally accepted accounting principles. Determination of liabilities and assets, prioritization of expenditures of governmental funds, and provisions for accounting disclosures shall be made in accordance with government accounting standards as directed by the auditor designated by the Board. The Superintendent, in addition to other assigned financial responsibilities, shall report monthly on the District's financial performance, both income and expense, in relation to the financial plan represented in the budget.

Annual Audit

At the close of each fiscal year, the Superintendent or designee shall arrange an audit of the District funds, accounts, statements, and other financial matters. The audit shall be performed by an independent certified public accountant designated by the Board and be conducted in conformance with prescribed standards and legal requirements. A complete and detailed written audit report shall be provided to each Board member and to the Superintendent. The Superintendent or designee shall annually, on or before October 15, submit an original and one copy of the audit to the Regional Superintendent of Schools.

Annual Financial Report

The Superintendent or designee shall annually prepare and submit the Annual Financial Report on a timely basis using the form adopted by ISBE. The Superintendent shall review and discuss the Annual Financial Report with the Board before it is submitted.

Inventories

The Superintendent or designee is responsible for establishing and maintaining accurate inventory records. The inventory record of supplies and equipment shall include a description of each item, quantity, location, purchase date and cost or estimated replacement cost, unless the supplies and equipment are acquired by the District pursuant to a federal or State grant award, in which case the inventory record shall also include the information required by 2 C.F.R. §200.313, if applicable. The Superintendent shall establish procedures for the management of property acquired by the District under grant awards that comply with federal and State law.

Capitalization Threshold

To be considered a capital asset for financial reporting purposes, a capital item must be at or above a capitalization threshold of \$5,000 and have an estimated useful life greater than one year.

Disposition of District Property

The Superintendent or designee shall notify the Board, as necessary, of the following so that the Board may consider its disposition: (1) District personal property (property other than buildings and land) that is no longer needed for school purposes, and (2) school sites, buildings, or other real estate that is unnecessary, unsuitable, or inconvenient. Notwithstanding the above, the Superintendent or designee may unilaterally dispose of personal property of a diminutive value. The Superintendent shall establish procedures for the disposition of property acquired by the District under grant awards that comply with federal and State law.

Taxable Fringe Benefits

The Superintendent or designee shall: (1) require that all use of District property or equipment by employees is for the District’s convenience and best interests unless it is a Board-approved fringe benefit, and (2) ensure compliance with the Internal Revenue Service regulations regarding when to report an employee’s personal use of District property or equipment as taxable compensation.

Controls for Revolving Funds and Petty Cash

Revolving funds and the petty cash system are established in Board policy 4:50, *Payment Procedures*. The Superintendent shall: (1) designate a custodian for each revolving fund and petty cash fund, (2) obtain a bond for each fund custodian, and (3) maintain the funds in compliance with this policy, State law, and ISBE rules. A check for the petty cash fund may be drawn payable to the designated petty cash custodian. Bank accounts for revolving funds are limited to a maximum balance of \$500.00. All expenditures from these bank accounts must be directly related to the purpose for which the account was established and supported with documentation, including signed invoices or receipts. All deposits into these bank accounts must be accompanied with a clear description of their intended purpose. The Superintendent or designee shall include checks written to reimburse revolving funds on the Board’s monthly listing of bills indicating the recipient and including an explanation.

Control Requirements for Checks

The Board must approve all bank accounts opened or established in the District’s or a District school’s name or with the District’s Federal Employer Identification Number. All checks issued by the District must be signed by either the Treasurer or Superintendent, except for checks from accounts containing student activity funds or fiduciary funds and checks from revolving accounts may be signed by their respective account custodians.

Internal Controls

The Superintendent is primarily responsible for establishing and implementing a system of internal controls for safeguarding the District’s financial condition; The Board, however, will oversee these safeguards. The control objectives are to ensure efficient business and financial practices, reliable financial reporting, and compliance with State law and Board policies, and to prevent losses from fraud, waste, and abuse, as well as employee error, misrepresentation by third parties, or other imprudent employee action.

The Superintendent or designee shall annually audit the District’s financial and business operations for compliance with established internal controls and provide the results to the Board. The Board may from time-to-time engage a third-party to audit internal controls in addition to the annual audit.

LEGAL REF.: 2 C.F.R. §200 et seq.
30 ILCS 708/, Grant Accountability and Transparency Act, implemented by 44 Ill. Adm. Code 7000 et seq.
105 ILCS 5/2-3.27, 5/2-3.28, 5/3-7, 5/3-15.1, 5/5-22, 5/10-21.4, 5/10-20.19, 5/10-22.8 and 5/17-1 et seq.
23 Ill. Admin. Code Part 100.

CROSS REF.: 4:10 (Fiscal and Business Management), 4:50 (Payment Procedures), 4:55 (Use of Credit and Procurement Cards), 4:90 (Student Activity and Fiduciary Funds)

ADOPTED: May 17, 2001

REVISED: January 21, 2021

General Personnel

Responsibilities Concerning Internal Information¹

District employees are responsible for maintaining: (1) the integrity and security of all internal information, and (2) the privacy of confidential records, including but not limited to: student school records, personnel records, and the minutes of, and material disclosed in, a closed School Board meeting. Internal information is any information, oral or recorded in electronic or paper format, maintained by the District or used by the District or its employees. The Superintendent or designee shall manage procedures for safeguarding the integrity, security, and, as appropriate, confidentiality of internal information.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State and federal law controls the content of this policy to the extent that: (1) the unauthorized disclosure of student school records is prohibited by the Family Educational Rights and Privacy Act (20 U.S.C. §1232g) and the Ill. School Student Records Act (105 ILCS 10/); (2) the Freedom of Information Act (FOIA) (5 ILCS 140/) exempts from disclosure certain private or personal information, employee evaluations, school security and response plans, and maps; (3) if a district offers a self-insured group health plan or flexible spending account, it must establish clear procedures to protect the employees' health information (45 C.F.R. §164.502); (4) the Ill. Personnel Record Review Act governs the release of an employee's disciplinary action (820 ILCS 40/); ~~(5) the Student Online Personal Protection Act requires a district and third party operators with whom it contracts to take reasonable measures to protect certain online student data and~~ (56) any person who knowingly destroys, removes, conceals, or alters any public record with the intent to defraud any party commits a Class 4 felony (50 ILCS 205/4). These are examples of the laws requiring the safekeeping of district and school records.

This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. If a local collective bargaining agreement contains a provision on these responsibilities, it will supersede this policy and the board policy should state, "Please refer to the applicable collective bargaining agreement." For employees not covered, the policy should reflect the board's current practice.

This sample policy's intent is to safeguard district records accessed or created by employees. This includes protecting the district from unauthorized release of confidential records or the destruction of records. While the legal guidance is sparse, districts should take steps to avoid security breaches. Some districts may have more legal obligations than others. School districts that are considered *covered entities* under the Health Insurance Portability and Accountability Act of 1996 (HIPAA) (Pub.L. 104-191) are required to comply with the HIPAA Privacy Rule. See f/n 1 of [sample policy 7:340, Student Records](#), for further discussion of HIPAA. Furthermore, districts that allow foreign exchange students to attend their schools may need to put safeguards in place in order to protect data that is transferred to the Student and Exchange Visitor Information System (SEVIS). See f/n 18 of [sample policy 7:50, School Admissions and Student Transfers To and From Non-District Schools](#), for further discussion of SEVIS.

To help maintain the integrity of records, districts should prevent their over-accumulation. Not all internal information must be preserved even if it is a *public record* for purposes of FOIA. According to the Local Records Act (50 ILCS 205/) a record must be retained only when it contains: (1) evidence of the district's organization, function, policies, procedures, or activities; or (2) informational data appropriate for preservation. While this is a slippery slope without definitive parameters, recorded information may generally be deleted that are conversational or personal, meeting notices, spam, email of a transient nature, duplicate material sent from other staff members, and draft material. However, no district record, no matter its form, may be destroyed if it is subject to a litigation hold. See [sample administrative procedure 2:250-AP2, Protocols for Record Preservation and Development of Retention Schedules](#). For guidance on Board member use and retention of email, see [sample exhibit 2:140-E, Guidance for Board Member Communications, Including Email Use](#).

LEGAL REF.: ~~Family Educational and Privacy Rights Act~~, 20 U.S.C. §1232g, Family Educational and Privacy Rights Act.
~~Uses and Disclosures of Protected Health Information; General Rules~~, 45 C.F.R. §164.502-, Uses and Disclosures of Protected Health Information; General Rules.
~~Ill. Freedom of Information Act~~, 5 ILCS 140/, Ill. Freedom of Information Act.
~~Local Records Act~~, 50 ILCS 205/, Local Records Act.
105 ILCS 10/, Ill. School Student Records Act.
105 ILCS 85, Student Online Personal Protection Act.
~~Personnel Record Review Act~~, 820 ILCS 40/, Personnel Record Review Act.

CROSS REF.: 2:140 (Communications To and From the Board), 2:250 (Access to District Public Records), 5:150 (Personnel Records), 7:340 (Student Records), 7:345 (Use of Educational Technologies; Student Data Privacy and Security)

DRAFT

General Personnel

Responsibilities Concerning Internal Information

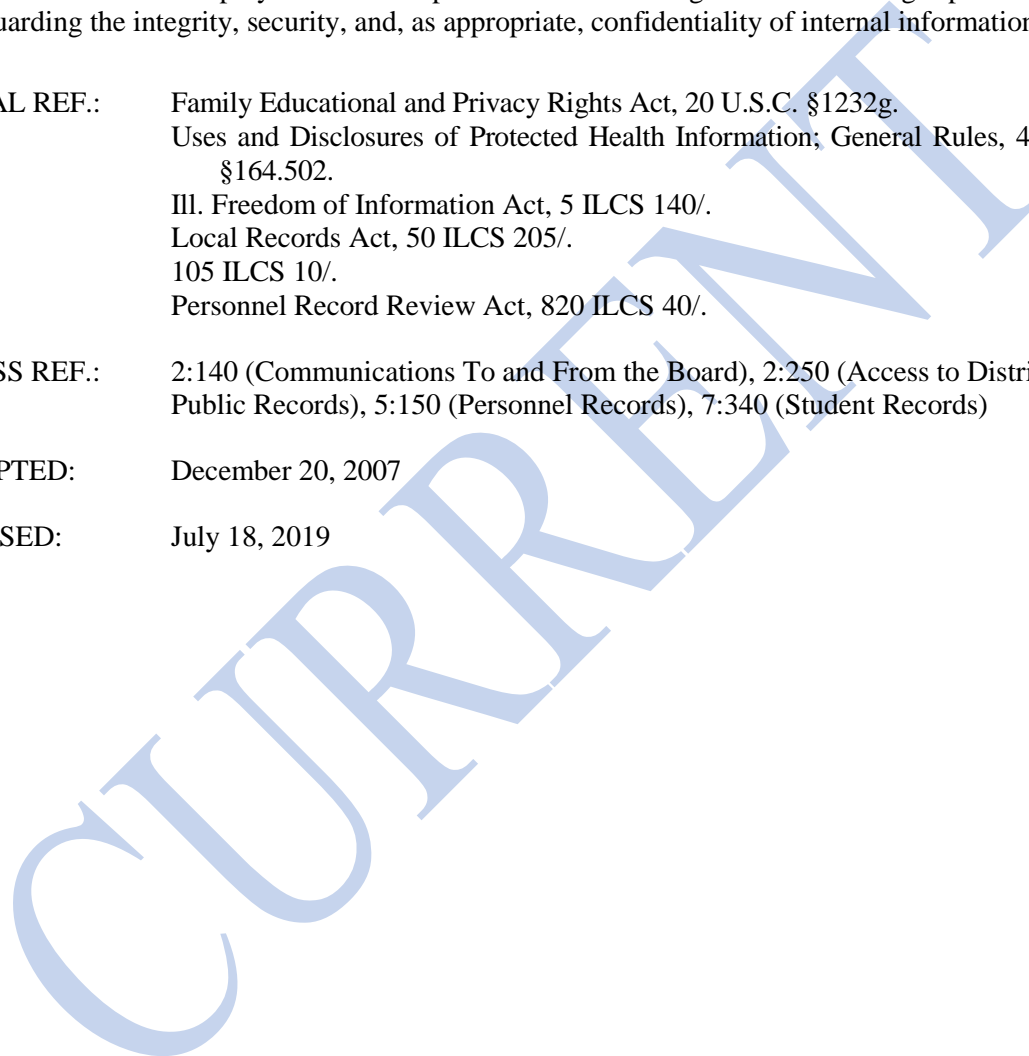
District employees are responsible for maintaining: (1) the integrity and security of all information, and (2) the privacy of confidential records, including but not limited to: student records, personnel records, and the minutes of, and material disclosed in, a closed Board meeting. Internal information is any information, oral or recorded in electronic or paper format, maintained by the District or used by the District or its employees. The Superintendent or designee shall manage procedures for safeguarding the integrity, security, and, as appropriate, confidentiality of internal information.

LEGAL REF.: Family Educational and Privacy Rights Act, 20 U.S.C. §1232g.
 Uses and Disclosures of Protected Health Information; General Rules, 45 C.F.R. §164.502.
 Ill. Freedom of Information Act, 5 ILCS 140/.
 Local Records Act, 50 ILCS 205/.
 105 ILCS 10/.
 Personnel Record Review Act, 820 ILCS 40/.

CROSS REF.: 2:140 (Communications To and From the Board), 2:250 (Access to District Public Records), 5:150 (Personnel Records), 7:340 (Student Records)

ADOPTED: December 20, 2007

REVISED: July 18, 2019



Professional Personnel

Terms and Conditions of Employment and Dismissal ¹

The School Board delegates authority and responsibility to the Superintendent to manage the terms and conditions for the employment of professional personnel. The Superintendent shall act reasonably and comply with State and federal law as well as any applicable individual employment contract or collective bargaining agreement in effect. The Superintendent is responsible for making dismissal recommendations to the Board consistent with the Board’s goal of having a highly qualified, high performing staff. ²

School Year

Teachers shall work according to the school calendar adopted by the Board, which shall have a minimum of 176 student attendance days and a minimum of 180 teacher work days, including teacher institute days.³ Teachers are not required to work on legal school holidays unless the District has followed applicable State law that allows it to hold school or schedule teachers’ institutes, parent-teacher conferences, or staff development on the third Monday in January (the Birthday of Dr. Martin Luther King, Jr.); February 12 (the Birthday of President Abraham Lincoln); the first Monday in March (known as Casimir Pulaski’s birthday); the second Monday in October (Columbus Day); and November 11 (Veterans Day). ⁴

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State or federal law controls this policy’s content. This policy contains items on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. The local collective bargaining agreement may contain provisions that exceed these requirements. In such cases, the board policy should be amended to state, “Please refer to the applicable collective bargaining agreement.”

Evaluation, tenure, and dismissals changed significantly from 2013 to 2016 as P.A.s 96-861, 97-8, and 98-513 were implemented. These public acts are referred to as *Education Reform* or *Education Reform Acts*.

² This paragraph is consistent with the IASB’s *Foundational Principles of Effective Governance*, at: www.iasb.com/principles_popup.cfm www.iasb.com/IASB/media/Documents/found_prin.pdf. Boards have three options for using this paragraph: (1) use it as an introduction to the policy; (2) use it alone leaving the specific other topics for administrative implementation; or (3) do not use it.

³ 105 ILCS 5/10-19. See sample policy 6:20, *School Year Calendar and Day*.

⁴ 105 ILCS 5/24-2(b). See sample policy 5:330, *Sick Days, Vacation, Holidays, and Leaves*, for a holiday listing as well as a discussion of the case finding the State-mandated school holiday on Good Friday unconstitutional. 105 ILCS 5/24-2, amended by P.A.s 102-14, 102-15, 102-334, 102-411, and 103-395, prohibits districts from making a deduction “from the time or compensation of a school employee on account of any legal or special holiday.”

10 ILCS 5/1-24, added by P.A. 103-467 and scheduled to be repealed on 1-1-25, designated 2024 Election Day as a legal school holiday for the purposes of 105 ILCS 5/24-2 and requires any school closed on 2024 Election Day to make itself available to an election authority as a polling place on that date. No waiver exists for 2024 Election Day. 105 ILCS 5/24-2(b) and (e), amended by P.A.s 102-15 and 103-467.

School Day

Teachers are required to work the school day adopted by the Board.⁵ Teachers employed for at least four hours per day shall receive a duty-free lunch equivalent to the student lunch period, or 30 minutes, whichever is longer.⁶

The District accommodates employees who are nursing mothers according to provisions in State and federal law.⁷

Salary

Teachers shall be paid according to the salaries fixed by the Board, but in no case less than the minimum salary provided by the School Code.⁸ Teachers shall be paid at least monthly on a 10- or 12-month basis.⁹

Assignments and Transfers¹⁰

The Superintendent is authorized to make teaching, study hall, extra class duty, and extracurricular assignments. In order of priority, except as otherwise provided by law, assignments shall be made based on the District's needs and best interests, employee qualifications, and employee desires.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

⁵ A school day is required to consist of a minimum of five clock hours under the direct supervision of a teacher or non-teaching personnel or volunteer personnel that provides non-teaching or supervisory duties as specified in 105 ILCS 5/10-22.34(a) in order to qualify as a full day of attendance. 105 ILCS 5/10-19.05(a) and (j-5), amended by P.A. 103-560, ~~eff. 1-1-24~~. See www.isbe.net/school-calendar for Ill. State Board of Education's (ISBE) instructional day changes notice regarding this law. See 105 ILCS 5/10-19.05, amended by P.A. 103-560, ~~eff. 1-1-24~~, for additional exceptions to the attendance calculation.

⁶ 105 ILCS 5/24-9.

⁷ 29 U.S.C. §218(d), added by Pub.L. 117-328; 42 U.S.C. §2000gg *et seq.*, added by Pub.L. 117-328; 740 ILCS 137/; 820 ILCS 260/. Consult the board attorney to ensure the district is properly accommodating nursing mothers. See sample administrative procedure 5:10-AP, *Workplace Accommodations for Nursing Mothers*.

⁸ 105 ILCS 5/10-20.7, 5/10-21.1, 5/24-1, and 5/24-8, amended by P.A. 103-515. The Commission on Government Forecasting and Accountability is required to annually certify and publish the teacher minimum salary to be used for the 2024-2025 school year and each year thereafter. Salaries are a mandatory subject of collective bargaining. 115 ILCS 5/10. Annually, by Oct. 1, each district must: (1) during an open school board meeting, report salary and benefits information for the superintendent, administrators, and teachers; (2) publish that information on the district's website, if any; and (3) provide this information to ISBE. 105 ILCS 5/10-20.47. According to a Public Access Counselor (PAC) *Informal Mediation* letter interpreting 5 ILCS 120/7.3, an IMRF employer must post on its website the names of employees having a total compensation package that exceeds \$75,000 per year. 2012 PAC 19808 (Informal Mediation by the Ill. Attorney General's Public Access Counselor (PAC)); see PAC Annual Report for 2012 at https://foiাপac.ilag.gov/viewpdf.aspx?P=~/content/pdf/Public_Access_Counselor_Annual_Report_2012.pdf.

⁹ 105 ILCS 5/24-21.

¹⁰ Districts are required to have a policy on the distribution of the listed assignments. 23 Ill.Admin.Code §1.420(d).

Absent an individual or collective bargaining agreement, the board has unilateral discretion to assign or retain a teacher to or in an extracurricular duty. *Betebner v. Bd. of Educ.*, 336 Ill.App. 448 (4th Dist. 1949); *Dist. 300 Educ. Assoc. v. Bd. of Educ.*, 31 Ill.App.3d 550 (2nd Dist. 1975); *Lewis v. Bd. of Educ.*, 181 Ill.App.3d 689 (5th Dist. 1989).

School Social Worker Services Outside of District Employment

School social workers may not provide services outside of their District employment to any student(s) attending school in the District. *School social worker* has the meaning stated in 105 ILCS 5/14-1.09a.¹¹

Dismissal

The District will follow State law when dismissing a teacher. ¹²

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

105 ILCS 5/22-9~~65(a)~~, added by P.A. 103-46, ~~eff. 1-1-24 and amended by P.A. 103-564~~, requires school districts, when hiring or assigning educators for physical education, music, or visual arts, to prioritize the hiring or assigning of educators who hold an educator license and endorsement in those areas. The law also requires educators in these areas to obtain short-term approval if they are not licensed in the content area, or, if no short-term approval is available, they must meet criteria specified by ISBE. Id. at (b). Educators must obtain an endorsement in the area being taught prior to the end of the short-term approval period to continue to maintain the educator's employment for subsequent school years. professional educator licensure applicants to pass the licensure content area test for the content area the educator is assigned to teach or complete nine semester hours of coursework in the content area prior to the educator's employment start date, among other requirements. Id. at (b). In the alternative, educators do not need to be licensed, obtain short-term approval, or meet other ISBE requirements if they meet the requirements of Title 23 of the Illinois Administrative Code except for Section 1.710. Id. at (d). However, the law does not make clear whether the licensure requirements in 105 ILCS 5/22-95(b), added by P.A. 103-46, ~~eff. 1-1-24~~, apply only to physical education, music, and visual arts. Consult the board attorney to determine the applicability of these provision

¹¹ Optional. This subhead provides information to district employees and the community that 105 ILCS 5/14-1.09a prohibits school social workers from moonlighting by providing services to students attending the districts in which they are employed. Delete “5/10-20.65, 5/14-1.09a,” from the Legal References if the board deletes this subhead.

¹² All dismissal laws in the chart below were amended by the *Education Reform Acts*. 105 ILCS 5/24A-5.5, requires districts to develop and implement a local appeals process for unsatisfactory ratings issued to teachers under 105 ILCS 5/24A-5, amended by P.A.s 102-252, and 102-729. Districts must: (1) develop the process in cooperation with the bargaining unit or teachers, if applicable, and (2) include an assessment of the original rating by a panel of qualified evaluators agreed to by the PERA joint committee (105 ILCS 5/24A-4(b)).

Non-tenure Teacher Discharge	105 ILCS 5/24-11, amended by P.A.s 102-552 and 103-500.
Tenured and Non-tenure Teachers Reduction in Force	105 ILCS 5/24-12(b), amended by P.A.s 103-398, eff. 1-1-24 , and 103-500, and (c)
Tenured Teacher Discharge Where Cause Remediable	105 ILCS 5/24-12(d) (prior reasonable warning required), amended by P.A.s 102-708 and 103-354, eff. 1-1-24 . 105 ILCS 5/24-12(d) (procedural mandates), amended by P.A.s 102-708 and 103-354, eff. 1-1-24 . 105 ILCS 5/10-22.4 (general authority)
Tenured Teacher Discharge Where Cause Irremediable	105 ILCS 5/24-12(d) (no prior warning required) amended by P.A.s 102-708 and 103-354, eff. 1-1-24 . 105 ILCS 5/24-12(d) (procedural mandates), amended by P.A.s 101-531, 101-643, and 102-708 and 103-354, eff. 1-1-24 . 105 ILCS 5/10-22.4 (general authority)
Tenured Teacher Discharge Failure to complete remediation plan with a rating of <i>Proficient or Excellent</i>	105 ILCS 5/24A-5(m) (participation in remediation plan after unsatisfactory evaluation) 105 ILCS 5/24-12(d)(1) 105 ILCS 5/24-12(d) (procedural mandates), amended by P.A.s 102-708 and 103-354, eff. 1-1-24 . 105 ILCS 5/10-22.4 (general authority)

Evaluation

The District’s teacher evaluation system will be conducted under the plan developed pursuant to State law. ¹³

On an annual basis, the Superintendent will provide the Board with a written report which outlines the results of the District’s teacher evaluation system.

LEGAL REF.: 29 U.S.C. §218(d), Pub. L. 117-328, Pump for Nursing Mothers Act.
42 U.S.C. §2000gg et seq., Pub. L. 117-328, Pregnant Workers Fairness Act.
105 ILCS 5/10-19, 5/10-19.05, 5/10-20.65, 5/14-1.09a, 5/22-9~~65~~, 5/22.4, 5/24-16.5, 5/24-2, 5/24-8, 5/24-9, 5/24-11, 5/24-12, 5/24-21, 5/24A-1 through 24A-20.
820 ILCS 260/, Nursing Mothers in the Workplace Act.
23 Ill.Admin.Code Parts 50 (Evaluation of Educator Licensed Employees) and 51 (Dismissal of Tenured Teachers).
Cleveland Bd. of Educ. v. Loudermill, 470 U.S. 532 (1985).

CROSS REF.: 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:290 (Employment Termination and Suspensions), 6:20 (School Year Calendar and Day)

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

Tenured Teacher Discharge – Optional Alternative Evaluative Dismissal Process for PERA Evaluation Failure to complete remediation plan with a <i>Proficient</i> or better rating 105 ILCS 5/24A-2.5	105 ILCS 5/24-16.5(d) (provide written notice) 105 ILCS 5/24-16.5 (pre-remediation and remediation procedural mandates) 105 ILCS 5/24-16.5(e) and (f) (school board makes final decision with only PERA-trained board members participating in vote)
Tenured Teacher Discharge – <i>Unsatisfactory</i> PERA evaluation within 36 months of completing a remediation plan 105 ILCS 5/24A-2.5	105 ILCS 5/24A-5(n), amended by P.A. 102-252 (forego remediation and proceed to dismissal) 105 ILCS 5/24-12(d) (procedural mandates), amended by P.A. 102-708. 105 ILCS 5/10-22.4 (general authority)
Educational Support Personnel Employees (non-licensed)	105 ILCS 5/10-23.5, amended by P.A. 102-854.
Probationary Teacher (non-tenure teacher)	105 ILCS 5/24-11, amended by P.A.s 102-552, 102-854, and 103-500.

Various components of a RIF (e.g., impact and decision to RIF) and an evaluation plan (e.g., development, implementation, and impact) may be subject to mandatory collective bargaining. Central City Educ. Assoc. v. IELRB, 149 Ill.2d 496 (Ill. 1992).

105 ILCS 5/22-9~~65~~, amended by PA 103-46, eff. 1-1-24, provides that in the event of a reduction in force, schools may follow the employee contract language for filling positions.

Teacher RIF procedures were changed by 105 ILCS 5/24-12(b), amended by P.A. 103-398 and 103-500, and (c). See *PERA Overview for School Board Members*, question 15, “What is the process for selecting teachers for a reduction in force/layoff (RIF)” at: www.iasb.com/law/PERAoverview.pdf.

State law does not prohibit a PERA joint committee from agreeing to put a teacher on a remediation plan if the teacher receives a second *needs improvement* (rather than *unsatisfactory*) rating after being on a professional development plan. Bd. of Educ. Rockford Public Sch. v. Rentsch, 212 N.E.3d 565 (Ill. App. Ct. 2nd Dist. 2022).

According to a binding opinion from the Ill. Public Access Counselor, a board must identify an employee by name in a motion to dismiss him or her. PAO 13-16. As this may be a significant change in practice with possible other legal consequences, a board should consult with the board attorney on this issue before dismissing an employee.

¹³ 105 ILCS 5/24A-5, amended by P.A.s 102-252, 102-729, and 103-85. Teacher evaluation plans are covered in *PERA Overview for School Board Members* at: www.iasb.com/law/PERAoverview.pdf.

Professional Personnel

Terms and Conditions of Employment and Dismissal

The Board delegates authority and responsibility to the Superintendent to manage the terms and conditions for the employment of professional personnel. The Superintendent shall act reasonably and comply with State and federal law as well as any applicable individual employment contract or collective bargaining agreement in effect. The Superintendent is responsible for making dismissal recommendations to the Board consistent with the Board's goal of having a highly qualified, high performing staff.

School Year

Teachers shall work according to the school calendar adopted by the Board, which shall have a minimum of 176 student attendance days and a minimum of 180 teacher work days, including teacher institute days. Teachers are not required to work on legal school holidays unless the District has followed applicable State law that allows it to hold school or schedule teachers' institutes parent-teacher conferences, or staff development on the third Monday in January (the Birthday of Dr. Martin Luther King, Jr.); February 12 (the Birthday of President Abraham Lincoln); the first Monday in March (known as Casimir Pulaski's birthday); the second Monday in October (Columbus Day); and November 11 (Veterans Day).

School Day

Teachers are required to work the school day adopted by the Board. Teachers employed for at least four hours per day shall receive a duty-free lunch equivalent to the student lunch period, or 30 minutes, whichever is longer.

The District accommodates employees who are nursing mothers according to provisions in State and federal law.

Salary

Teachers shall be paid according to the salaries fixed by the Board, and in accordance with District policy 5:250, *Leaves of Absence*, but in no case less than the minimum salary provided by the School Code. Teachers shall be paid at least monthly on a 10- or 12-month basis.

Assignments and Transfers

The Superintendent is authorized to make teaching, study hall, extra class duty, and extracurricular assignments. In order of priority, except as otherwise provided by law, assignments shall be made based on the District's needs and best interests, employee qualifications, and employee desires.

School Social Worker Services Outside of District Employment

School social workers may not provide services outside of their District employment to any student(s) attending school in the District. *School social worker* has the meaning stated in 105 ILCS 5/14-1.09a.

Dismissal

The District will follow State law when dismissing a teacher.

Evaluation

The District's teacher evaluation system will be conducted under the plan developed pursuant to State law.

On an annual basis, the Superintendent will provide the Board with a written report which outlines the results of the District's teacher evaluation system.

LEGAL REF.: 29 U.S.C. §218(d), Pub. L. 117-328, Pump for Nursing Mothers Act.
42 U.S.C. §2000gg et seq, Pub. L. 117-328, Pregnant Workers Fairness Act.
105 ILCS 5/10-19, 5/10-19.05, 5/10-20.65, 5/14-1.09a, 5/22-95, 5/22.4, 5/24-16.5,
5/24-2, 5/24-8, 5/24-9, 5/24-11, 5/24-12, 5/24-21, 5/24A-1 through 24A-20.
820 ILCS 260/, Nursing Mothers in the Workplace Act.
23 Ill. Admin. Code Parts 50 (Evaluation of Educator Licensed Employees) and 51
(Dismissal of Tenured Teachers).
Cleveland Bd. Of Educ. v. Loudermill, 470 U.S. 532 (1985).

CROSS REF.: 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest).
5:290 (Employment Termination and Suspensions), 6:20 (School Year Calendar
and Day)

ADOPTED: May 17, 2001

REVISED: January 18, 2024

CURRENT

Educational Support Personnel

Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers¹

The District shall adhere to State and federal law and regulations requiring a drug and alcohol testing program for school bus and commercial vehicle drivers. The Superintendent or designee manages a program to implement State and federal law defining the circumstances and procedures for the testing.²

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State and federal law controls this policy’s content. The federal Omnibus Transportation Testing Act of 1991 requires that all persons subject to commercial driver’s license requirements be tested for alcohol, marijuana, cocaine, amphetamines, opiates (including heroin), and phencyclidine (PCP). Cannabis remains a *Schedule I* (c)(17) controlled substance under federal law (21 U.S.C. §812) meaning it has no currently accepted medical use in treatment. Federal drug testing requirements for commercial and school bus drivers, including random testing, are unaffected by the legalization of cannabis for medical and recreational use at the State level. See [sample procedure 5:285-AP, Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers](#) and U.S. Dept. of Transportation’s *Recreational Marijuana Notice* (12-3-12) (“We want to make it perfectly clear that the state initiatives will have no bearing on the Department of Transportation’s regulated drug testing program. **The Department of Transportation’s Drug and Alcohol Testing Regulation – 49 CFR Part 40 – does not authorize the use of Schedule I drugs, including marijuana, for any reason.**”) (emphasis added) and [Medical-Recreational Marijuana Notice](#) (4-259-129), available at: www.transportation.gov/odapc/program-guidance. State law continues to permit the imposition of civil and criminal penalties for being school bus permit drivers who use cannabis while on duty. 410 ILCS 705/10-35(a)(9).

625 ILCS 5/6-106.1c contains State law requirements for reasonable suspicion drug and alcohol testing of school bus driver permit holders. If an employer has reasonable suspicion to believe that a school bus driver permit holder is under the influence of alcohol, drugs, or intoxicating compounds, the employer must require the permit holder to undergo testing at a licensed testing facility before driving any vehicle for which a school bus driver permit is required. The employer’s reasonable suspicion must be based on specific, contemporaneous observations of the appearance, behavior, speech, or body odors. 49 CFR §382.307. State law makes employers of school bus driver permit holders who do not hold commercial driver’s licenses subject to federal law regarding reasonable suspicion testing. The employer must report to the Ill. Secretary of State if the permit holder refuses testing or if the testing reveals the presence of alcohol, drugs, or intoxicating compounds. A school bus permit holder whose test discloses any amount of alcohol or drugs, or who refuses testing, will have his or her school bus permit suspended for three years.

State law also allows for drug and alcohol testing for any driver on a public roadway; i.e., *implied consent*. 625 ILCS 5/11-501.1.

Drug testing by government entities constitutes a search of an individual, thereby invoking State and federal constitutional law. In determining whether post-employment testing of a school bus driver is permissible, a court will balance the privacy interests of the employee against the district’s interest. [International Brotherhood of Teamsters v. Department of Transportation](#), 932 F.2d 1292 (9th Cir. 1991). For districts that employ staff members in positions requiring a commercial driver’s license, see the U.S. Dept. of Transportation - Office of the Secretary, Office of Drug and Alcohol Policy and Compliance’s guidance and best practices document titled **What Employers Need to Know About DOT Drug and Alcohol Testing**, available at: www.transportation.gov/odapc/employer_handbook.

² An optional provision for districts that contract-out their transportation services:

This policy shall not be implemented, and no administrative procedures will be needed, until it is reasonably foreseeable that the District will hire staff for a position(s) requiring a commercial driver’s license.

LEGAL REF.: [625 ILCS 5/6-106.1 and 5/6-106.1c.](#)

49 U.S.C. §31306, Alcohol and Controlled Substances Testing (Omnibus Transportation Employee Testing Act of 1991, P.L. 102-143).
49 C.F.R. Parts 40 (Procedures for Transportation Workplace Drug and Alcohol Testing Programs), 382 (Controlled Substance and Alcohol Use and Testing), and 395 (Hours of Service of Drivers).
[625 ILCS 5/6-106.1 and 5/6-106.1c.](#)

CROSS REF.: 4:110 (Transportation), 5:30 (Hiring Process and Criteria), 5:280 (Duties and Qualifications)

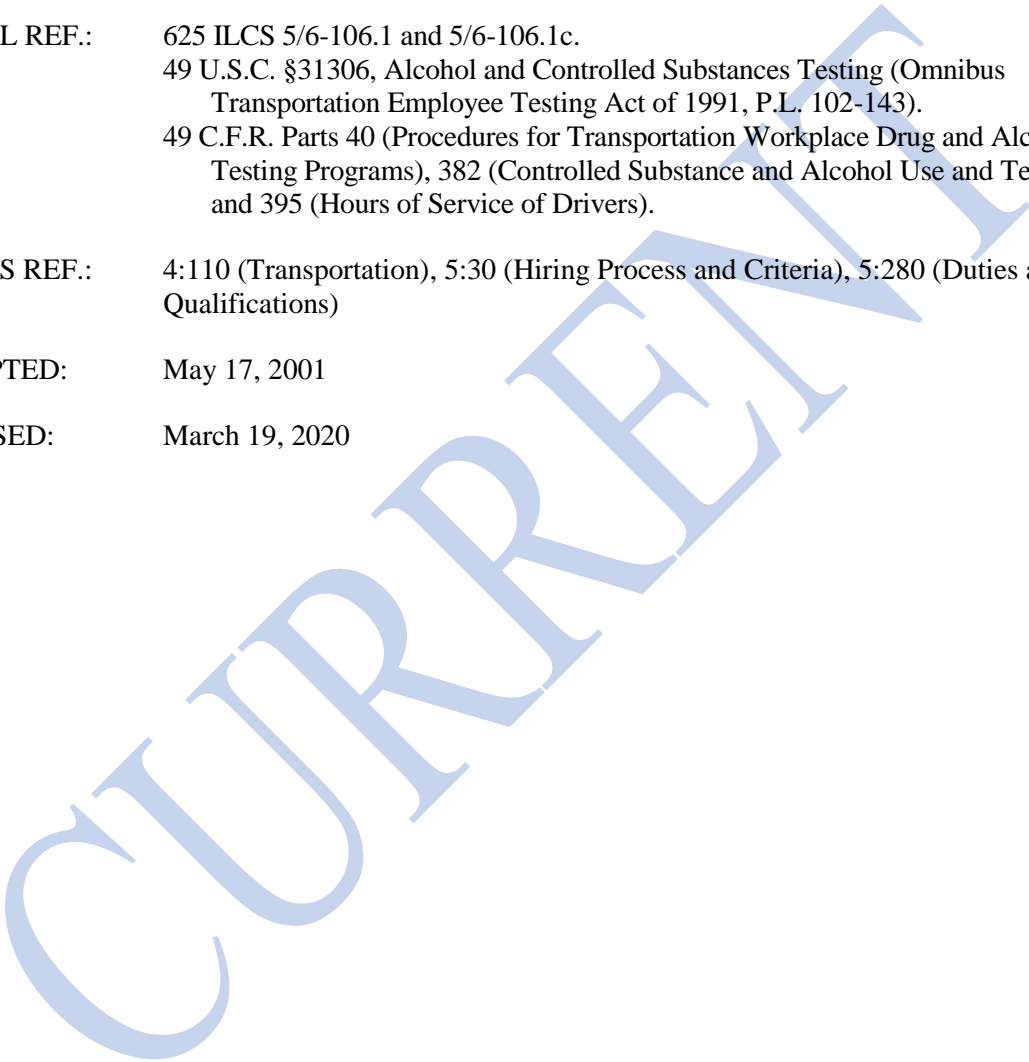
DRAFT

Educational Support Personnel

Drug and Alcohol Testing For School Bus and Commercial Vehicle Drivers

The District shall adhere to State and federal law and regulations requiring a drug and alcohol testing program for school bus and commercial vehicle drivers. The Superintendent or designee shall manage a program to implement State and federal law defining the circumstances and procedures for the testing.

- LEGAL REF.: 625 ILCS 5/6-106.1 and 5/6-106.1c.
 49 U.S.C. §31306, Alcohol and Controlled Substances Testing (Omnibus Transportation Employee Testing Act of 1991, P.L. 102-143).
 49 C.F.R. Parts 40 (Procedures for Transportation Workplace Drug and Alcohol Testing Programs), 382 (Controlled Substance and Alcohol Use and Testing), and 395 (Hours of Service of Drivers).
- CROSS REF.: 4:110 (Transportation), 5:30 (Hiring Process and Criteria), 5:280 (Duties and Qualifications)
- ADOPTED: May 17, 2001
- REVISED: March 19, 2020



Educational Support Personnel

Compensatory Time-Off ¹

This policy governs the use of compensatory time-off by employees who: (1) are covered by the overtime provisions of the Fair Labor Standards Act, 29 U.S.C. §201 *et seq.*, and (2) are not represented by an exclusive bargaining representative.

Employees may be given 1-1/2 hours of compensatory time-off in lieu of cash payment for each hour of overtime worked. Other than as provided below, at no time may an employee's accumulated compensatory time-off exceed 240 hours, which represents compensation for 160 hours of overtime.² An employee whose work regularly includes public safety, emergency response, or seasonal activities may accumulate a maximum of 480 hours of compensatory time, which represents compensation for 320 hours of overtime.³ If an employee accrues the maximum number of compensatory time-off hours, the employee: (1) is paid for any additional overtime hours worked, at the rate of one and one half times the employee's regular hourly rate of pay, and (2) does not accumulate compensatory time-off until the employee uses an equal amount of accrued time-off.⁴

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ The federal regulations implementing the Fair Labor Standards Act (FLSA) governs the use of *comp-time*. 29 C.F.R. §§553.21-553.28 and 553.50. See [sample](#) policy 5:35, *Compliance with the Fair Labor Standards Act*, for discussion of the FLSA. In order for a district to offer comp-time, it must have a compensatory time-off policy or the topic must be covered in an applicable collective bargaining agreement. This policy contains an item on which collective bargaining may be required. Any policy that impacts upon wages, hours, and terms and conditions of employment, is subject to collective bargaining upon request by the employee representative, even if the policy involves an inherent managerial right. School officials should consult with the board attorney before adopting this policy.

The terms *comp-time* and *compensatory time-off* mean paid time-off that is earned and accrued by a non-exempt employee in lieu of overtime pay for over 40 hours worked in one workweek. Compensatory time-off in lieu of overtime pay must be at the premium rate of 1.5 hours of compensatory time for each hour of overtime worked (just as the monetary rate for overtime is calculated at 1.5 times the regular rate of pay). As a condition for using comp-time in lieu of overtime pay, the employer and employee must have an *agreement or understanding* before the work is performed. Further, the employee's decision to accept comp-time must be made freely. For employees represented by an exclusive bargaining agent, the agreement to use comp-time must be between the district and the bargaining agent.

For non-exempt employees who are not covered by a collective bargaining agreement, the *agreement or understanding* concerning comp-time must be between the district and employee. See [sample](#) exhibit 5:310-E, *Agreement to Receive Compensatory Time-Off*. If the district had a regular practice of comp-time before April 15, 1986, that is deemed an agreement. Notice to the non-exempt employees that comp-time will be given in lieu of overtime pay for overtime through bulletin board notices is sufficient to constitute an *agreement or understanding*, provided that the decision to accept compensatory time-off is made freely.

² This sample policy contains the maximum hours that the FLSA allows an employee to accumulate. It is a ceiling that an employee may hit several times, but never go over without using some of the time-off. A school board may forfeit flexibility and set this ceiling lower.

³ *Seasonal activities* include activities during periods of significantly increased demand, that are of a regular and recurring nature. A seasonal activity is not limited strictly to those operations that are very susceptible to changes in the weather. However, mere periods of short but intense activity do not make an employee's job seasonal. However, the 480 hour accrual limit will not apply to office personnel or other employees who may perform such seasonal activities only in emergency situations, even if they spend substantially all of their time in a particular workweek engaged in such activities.

⁴ The FLSA permits a board to require that employees reduce their accumulated compensatory time or face having their supervisor schedule the compensatory time-off for them. *Christensen et al. v. Harris County et al.*, 529 U.S. 576 (2000). Such an optional provisions follows:

An employee who has accrued compensatory time-off shall be permitted to use such time in at least half-day components provided such requests do not unduly disrupt the District's operations.⁵ The employee's supervisor must approve a request to use compensatory time-off.

Upon termination of employment, an employee will be paid for unused compensatory time at the higher of:

1. The average regular rate received by such employee during the last three years of employment;
or
2. The final regular rate received by such employee.

Compensatory time-off is time during which the employee is not working and is, therefore, not counted as "hours worked" for purposes of overtime compensation.

Implementation

The Superintendent or designee shall implement this policy in accordance with the FLSA. In the event of a conflict between the policy and the FLSA, the latter shall control.

LEGAL REF.: ~~Fair Labor Standards Act~~, 29 U.S.C. §201 et seq., Fair Labor Standards Act; 29 C.F.R. Part 553.

CROSS REF.: 5:35 (Compliance with the Fair Labor Standards Act), 5:185 (Family and Medical Leave), 5:270 (Employment At-Will, Compensation, and Assignment)

DRAFT

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

Notwithstanding the above and to avoid hardship to the District, an employee's supervisor may require the employee to reduce accumulated compensatory time, or schedule the compensatory time-off for the employee, so that the employee does not accumulate more than 75 hours of compensatory time, which represents compensation for 50 hours of overtime.

⁵ Optional.

Educational Support Personnel

Compensatory Time-Off

This policy governs the use of compensatory time-off by employees who: (1) are covered by the overtime provisions of the Fair Labor Standards Act, 29 U.S.C. § 201 et seq., and (2) are not represented by an exclusive bargaining representative.

Employees may be given 1-1/2 hours of compensatory time-off in lieu of cash payment for each hour of overtime worked. Other than as provided below, at no time may an employee's accumulated compensatory time-off exceed 60 hours, which represents compensation for 40 hours of overtime. An employee whose work regularly includes public safety, emergency response, or seasonal activities may accumulate a maximum of 480 hours of compensatory time, which represents compensation for 320 hours of overtime. If an employee accrues the maximum number of compensatory time-off hours, the employee: (1) is paid for any additional overtime hours worked, at the rate of one and one-half times the employee's regular hourly rate of pay, and (2) does not accumulate compensatory time-off until the employee uses an equal amount of accrued time-off.

An employee who has accrued compensatory time-off shall be permitted to use such time in at least half-day components provided such requests do not unduly disrupt the District's operations. The employee's supervisor must approve a request to use compensatory time-off.

Upon termination of employment, an employee will be paid for unused compensatory time at the higher of:

1. The average regular rate received by such employee during the last three years of employment; or
2. The final regular rate received by such employee.

Compensatory time-off is time during which the employee is not working and is, therefore, not counted as "hours worked" for purposes of overtime compensation.

Implementation

The Superintendent or designee shall implement this policy in accordance with the FLSA. In the event of a conflict between the policy and the FLSA, the latter shall control.

LEGAL REF.: Fair Labor Standards Act, 29 U.S.C. §201 et seq.; 29 C.F.R. Part 553.

CROSS REF.: 5:35 (Compliance with the Fair Labor Standards Act); 5:185 (Family and Medical Leave), 5:270 (Employment At-Will, Compensation, and Assignment).

ADOPTED: May 17, 2001

REVISED: April 16, 2009

Instruction

Education of Homeless Children ¹

Each child of a homeless individual and each homeless youth has equal access to the same free, appropriate public education as provided to other children and youths, including a public pre-school education.² A *homeless child* is defined as provided in the McKinney-Vento Homeless Assistance Act and the Education for Homeless Children Act.³ The Superintendent or designee shall act as or appoint a Liaison for Homeless Children to coordinate this policy's implementation. ⁴

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State and federal law control this policy's content. This sample policy contains the basic requirements of the Education for Homeless Children Act (105 ILCS 45/), as well as the McKinney-Vento Homeless Assistance Act (42 U.S.C. §11431 *et seq.*). Other policies that are relevant to the education of homeless children are listed in the Cross References, e.g., school admissions and immunizations.

² For high school districts, delete "including a public pre-school education" at the end of the sentence.

³ Under the McKinney-Vento Homeless Assistance Act (42 U.S.C. §11434a(2)), *homeless children and youths* ~~(A)~~ means individuals who lack a fixed, regular, and adequate nighttime residence (within the meaning of ~~section 42 U.S.C. §11302(a)(1)~~); and ~~(B)~~ includes:

- (i) children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; or are abandoned in hospitals;
- (ii) children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings (within the meaning of section 11302(a)(2)(C));
- (iii) children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- (iv) migratory children (as such term is defined in section 6399 of title 20) who qualify as homeless for the purposes of this part because the children are living in circumstances described in clauses (i) through (iii).

Note: Section §11434a(2) no longer includes children "awaiting foster care placement" within the definition of *homeless children and youths*.

Under the Education for Homeless Children Act (105 ILCS 45/1-5), *Homeless person, child, or youth* includes, but is not limited to, any of the following:

- (1) An individual who lacks a fixed, regular, and adequate nighttime place of abode.
- (2) An individual who has a primary nighttime place of abode that is:
 - (A) a supervised publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing);
 - (B) an institution that provides a temporary residence for individuals intended to be institutionalized; or
 - (C) a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings.

See www.isbe.net/Pages/Homeless.aspx for helpful informational resources and training with regard to the education of homeless children in Illinois. See <https://nche.ed.gov/legislation/mckinney-vento/www2.ed.gov/programs/homeless/legislation.html> for the U.S. Dept. of Education's information about federal requirements.

⁴ 42 U.S.C. §11432(g)(l)(J)(ii).

A homeless child may attend the District school that the child attended when permanently housed or in which the child was last enrolled. A homeless child living in any District school's attendance area may attend that school. ⁵

The Superintendent or designee shall review and revise rules or procedures that may act as barriers to the enrollment of homeless children and youths. In reviewing and revising such procedures, consideration shall be given to issues concerning transportation, immunization, residency, birth certificates, school records and other documentation, and guardianship.⁶ Transportation shall be provided in accordance with the McKinney-Vento Homeless Assistance Act and State law.⁷ The Superintendent or designee shall give special attention to ensuring the enrollment and attendance of homeless children and youths who are not currently attending school.⁸ If a child is denied enrollment or transportation under this policy, the Liaison for Homeless Children shall immediately refer the child or his or her parent/guardian to the ombudsperson appointed by the Regional Superintendent and provide the child or his or her parent/guardian with a written explanation for the denial.⁹ Whenever a child and his or her parent/guardian who initially share the housing of another person due to loss of housing, economic hardship, or a similar hardship continue to share the housing, the Liaison for Homeless Children shall, after the passage of 18 months and annually thereafter, conduct a review as to whether such hardship continues to exist in accordance with State law. ¹⁰

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

⁵ 105 ILCS 45/1-10.

⁶ The first two sentences in this paragraph are required by 42 U.S.C. §11432(g)(7). 410 ILCS 535/25.3, ~~amended by P.A. 100-506~~, requires fees for certified copies of birth records be waived for individuals whose homeless status has been verified. A public school homeless liaison or school social worker may verify homeless status, in accordance with procedures established by the State Registrar of Vital Records. Id.

⁷ 42 U.S.C. §11432(g)(l)(J)(iii), 42 U.S.C. §11432(g)(4)(A), and 105 ILCS 45/1-15. The School Code and Education for Homeless Children Act permit school districts to use their State transportation funds to provide financial assistance to children who are homeless or who qualify as *at risk of becoming homeless* when: (1) the financial assistance is not in excess of the district's actual costs for providing the transportation to the student, and (2) the district is not otherwise claiming the expenditures through another State or federal grant. 105 ILCS 5/29-5 (transportation reimbursement), amended by P.A. 102-539, and 105 ILCS 45/1-17 (homeless assistance). A child is considered *at risk of becoming homeless* if the child's parent/guardian, other person who enrolls the child, or unaccompanied minor provides documented evidence that the child's living situation will no longer be fixed, regular, and adequate within eight weeks, resulting in the child becoming homeless. 105 ILCS 45/1-17(d). Prior to providing such financial assistance, a district must enter into a written housing plan with the parent/guardian, person who enrolled the child, or unaccompanied minor. Id. at 1-17(c). Financial assistance may include: (1) mortgage or rental assistance that will allow a child to remain permanently in his/her living situation or obtain a new living situation; and/or (2) assistance with unpaid bills, loans, or other financial debts that results in housing being inadequate. Id. at 1-17(a). See sample administrative procedure 6:140-AP, *Education of Homeless Children*, f/n 1, for a discussion of issues that districts should consider in developing such plans.

⁸ Required by 42 U.S.C. §11432(g)(7)(C).

⁹ Required by 105 ILCS 45/1-25; 23 Ill.Admin.Code §1.241. The Ill. State Board of Education's *Homeless Dispute Resolution Procedures* (~~published September 2017 and updated December 2021~~February 2024) are available at: www.isbe.net/Pages/Homeless.aspx.

Use this alternative for districts in suburban Cook County: replace "Regional Superintendent" with "Intermediate Service Center Executive Director."

¹⁰ Optional. 105 ILCS 45/1-25(a-5). As an alternative, a school board may omit this sentence or use a permissive verb, such as, "...the Liaison for Homeless Children may, after the passage of 18 months and annually thereafter, conduct....change the word "shall" to "may." Any change required as a result of this review becomes effective at the close of the school year. Any person who knowingly or willfully presents false information in any review commits a Class C misdemeanor.

LEGAL REF.: 42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.
105 ILCS 45/, Education for Homeless Children Act.
[23 Ill.Admin.Code §1.241.](#)

CROSS REF.: 2:260 (Uniform Grievance Procedure), 4:110 (Transportation), [4:140 \(Waiver of Student Fees\)](#), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment and Intra-District Transfer), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students)

ADMIN. PROC.: 6:140-AP (Education of Homeless Children)

DRAFT

Instruction

Education of Homeless Children

Each child of a homeless individual and each homeless youth has equal access to the same free, appropriate public education as provided to other children and youths, including a public pre-school education. A *homeless child* is defined as provided in the McKinney-Vento Homeless Assistance Act and the Ill. Education for Homeless Children Act. The Superintendent or designee shall act as or appoint a Liaison for Homeless Children to coordinate this policy's implementation.

A homeless child may attend the District school that the child attended when permanently housed or in which the child was last enrolled. A homeless child living in any District school's attendance area may attend that school.

The Superintendent or designee shall review and revise rules or procedures that may act as barriers to the enrollment of homeless children and youths. In reviewing and revising such procedures, consideration shall be given to issues concerning transportation, immunization, residency, birth certificates, school records and other documentation, and guardianship. Transportation shall be provided in accordance with the McKinney-Vento Homeless Assistance Act and State law. The Superintendent or designee shall give special attention to ensuring the enrollment and attendance of homeless children and youths who are not currently attending school. If a child is denied enrollment or transportation under this policy, the Liaison for Homeless Children shall immediately refer the child or his or her parent/guardian to the ombudsperson appointed by the Regional Superintendent and provide the child or his or her parent/guardian with a written explanation for the denial. Whenever a child and his or her parent/guardian who initially share the housing of another person due to loss of housing, economic hardship, or a similar hardship continue to share the housing, the Liaison for Homeless Children shall, after the passage of 18 months and annually thereafter, conduct a review as to whether such hardship continues to exist in accordance with State law.

LEGAL REF.: 42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.
105 ILCS 45/, Ill. Education for Homeless Children Act.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 4:110 (Transportation), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment and Intra-District Transfer), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students)

ADMIN. PROC.: 6:140-AP (Education of Homeless Children)

ADOPTED: November 12, 2002

REVISED: July 21, 2022

Instruction

Home and Hospital Instruction ¹

A student who is absent from school, or whose physician, physician assistant, or advanced practice registered nurse anticipates that the student will be absent from school, because of a medical condition may be eligible for instruction in the student's home or hospital.² Eligibility shall be determined by State law and the Illinois State Board of Education rules governing (1) the continuum of placement options for students who have been identified for special education services or (2) the home and hospital instruction provisions for students who have not been identified for special education services.³ Appropriate educational services from qualified staff will begin no later than five school days after receiving a written statement from: (1) a physician licensed to practice medicine in all of its branches, (2) a licensed physician assistant, or (3) a licensed advanced practice registered nurse.⁴ Instructional or

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State or federal law controls this policy's content. The following State laws and ISBE rules govern homebound and hospital instruction: 105 ILCS 5/14-13.01 (reimbursement for home and hospital instruction along with factors to qualify for it); 105 ILCS 5/18-4.5 (reimbursement for home and hospital instruction); 105 ILCS 5/10-19.05(e), ~~added by P.A. 100-12~~ (an instructional session of one clock hour may be counted as ½ day of attendance, however, a student must receive four or more instructional clock hours to count as a full day of attendance); 23 Ill.Admin.Code §226.300 (home/hospital service for a special education student); 23 Ill.Admin.Code §1.520.

See ISBE guidance, *Home/Hospital Instruction and Reimbursement Questions and Answers* available at: www.isbe.net/Documents/Home-Hospital_QA.pdf.

² 105 ILCS 5/14-13.01, ~~amended by P.A. 100-443~~, defines the standards for determining when a student is eligible to receive home or hospital instruction. A student qualifies when a physician, physician assistant, or advanced practice registered nurse anticipates a student's absence due to a medical condition. The law defines "ongoing intermittent basis" to mean a medical condition of such a nature and severity that it is anticipated that the student will be absent from school due to the medical condition for periods of at least two days at a time multiple times during the school year totaling at least 10 days or more of absences. ~~225 ILCS 65/50-10, amended by P.A. 100-513, revised the Nurse Practice Act to add registered to the definition of advanced practice registered nurse; accordingly, this policy reflects that change in terminology, even though Section 5/14-13.01 similarly has not been amended.~~

³ 105 ILCS 5/14-13.01(a-5), ~~amended by P.A. 100-443~~, requires that all students provide a written statement from a physician, physician assistant, or advanced practice registered nurse stating the existence of a medical condition, the impact on the child's ability to participate in education, and the anticipated duration or nature of the child's absence from school. However, ISBE rules at 23 Ill.Admin.Code §226.300 (students qualifying for special education services) and 23 Ill.Admin.Code §1.520 (students not qualifying for special education services) have not yet been amended to reflect that this written statement may come from a physician assistant or an advanced practice registered nurse; they still state that such a written statement must come from a physician. ISBE's *Medical Certification for Home/Hospital Instruction* form, form 34-58, reflects that the written statement may come from a "physician licensed to practice medicine in all its branches, APRN, or PA." Available at: www.isbe.net/Documents/Medical-certification-home-hospital-instruction.pdf.

A student with health needs may be protected by the Individuals with Disabilities Education Act (20 U.S.C. §1401(3) or Section 504 of the Rehabilitation Act (29 U.S.C. §794(a)).

⁴ 105 ILCS 5/14-13.01(a-5), ~~amended by P.A.s 100-443 and 100-863~~. There is no requirement that a student be absent from school for a minimum number of days before he or she qualifies for home or hospital instruction. 105 ILCS 5/14-13.01(a). The statute, ~~amended by P.A. 100-443~~, allows schools to begin home or hospital instruction upon receipt of a written statement from a physician, physician assistant, or advanced practice registered nurse but requires it to begin no later than five school days after receipt of the written statement.

Both 23 Ill.Admin.Code §§226.300(g) and 1.520(f) require home or hospital instructors to meet the requirements listed in 23 Ill.Admin.Code §1.610, i.e., proper licensure as required by ~~Section 21B-15 of the School Code (105 ILCS 5/21B-15)~~.

related services for a student receiving special education services will be determined by the student's individualized education program.

A student who is unable to attend school because of pregnancy will be provided home instruction, correspondence courses, or other courses of instruction (1) before the birth of the child when the student's physician, physician assistant, or advanced practice registered nurse indicates, in writing, that she is medically unable to attend regular classroom instruction, and (2) for up to three months after the child's birth or a miscarriage. ⁵

Periodic conferences will be held between appropriate school personnel, parent(s)/guardian(s), and hospital staff to coordinate course work and facilitate a student's return to school.

LEGAL REF.: 105 ILCS 5/10-19.05(e), 5/10-22.6a, 5/14-13.01, and 5/18-4.5.
23 Ill.Admin.Code §§1.520, 1.610, and 226.300.

CROSS REF.: 6:120 (Education of Children with Disabilities), 7:10 (Equal Educational Opportunity), 7:280 (Communicable and Chronic Infectious Disease)

DRAFT

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

⁵ 105 ILCS 5/10-22.6a, ~~amended by P.A. 100-443~~. Number (2) does not require a written statement from a physician, physician assistant, or advanced practice registered nurse.

6:150

Page 2 of 2

Instruction

Home and Hospital Instruction

A student who is absent from school, or whose physician, physician assistant, or advanced practice registered nurse anticipates that the student will be absent from school, because of a medical condition may be eligible for instruction in the student's home or hospital. Eligibility shall be determined by State law and the Illinois State Board of Education rules governing (1) the continuum of placement options for students who have been identified for special education services or (2) the home and hospital instruction provisions for students who have not been identified for special education services. Appropriate educational services from qualified staff will begin no later than five school days after receiving a written statement from: (1) a physician licensed to practice medicine in all of its branches, (2) a licensed physician assistant, or (3) a licensed advanced practice registered nurse. Instructional or related services for a student receiving special education services will be determined by the student's individualized education program.

A student who is unable to attend school because of pregnancy will be provided home instruction, correspondence courses, or other courses of instruction (1) before the birth of the child when the student's physician, physician assistant, or advanced practice registered nurse indicates, in writing, that she is medically unable to attend regular classroom instruction, and (2) for up to three months after the child's birth or a miscarriage.

Periodic conferences will be held between appropriate school personnel, parent(s)/guardian(s) and hospital staff to coordinate course work and facilitate a student's return to school.

LEGAL REF.: 105 ILCS 5/10-19.05(e), 5/10-22.6a., 5/14-13.01, and 5/18-4.5.
23 Ill. Admin. Code §§1.520, 1.610, and 226.300.

CROSS REF.: 6:120 (Education of Children with Disabilities), 7:10 (Equal Educational Opportunity), 7:280 (Communicable and Chronic Infectious Disease)

ADOPTED: May 17, 2001

REVISED: March 19, 2020

Students

Vandalism¹

The School Board will seek restitution from students and their parents/guardians for vandalism or other student acts that cause damage to school property.²

LEGAL REF.: 740 ILCS 115/. [Parental Responsibility Law](#).

CROSS REF.: 7:130 (Student Rights and Responsibilities), 7:190 (Student Behavior)

DRAFT

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

¹ State or federal law controls this policy's content.

² The Parental Responsibility Law makes parents/guardians of unemancipated minors who are 11 through 18 years of age liable for actual damages. Parents/guardians may be liable up to \$20,000 for the first act or occurrence of a willful or malicious act. If a pattern or practice of willful or malicious acts by a minor is found by a court to exist for another separate act or occurrence, parents/guardians may be liable up to \$30,000. 740 ILCS 115/5.

Students

Vandalism

The Board will seek restitution from students and their parents/guardians for vandalism or other student acts that cause damage to school property.

The Parental Responsibility Law makes parents/guardians of unemancipated minors, 11 through 18 years of age, liable for actual damages, up to \$20,000 for malicious acts.

LEGAL REF.: 740 ILCS 115.

CROSS REF.: 7:130 (Student Rights and Responsibilities), 7:190 (Student Behavior).

ADOPTED: May 17, 2001

REVISED: October 16, 2014

CURRENT



Huntley Community School District 158

650 Dr. John Burkey Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

Date: 7/25/2024

To: Community Relations Committee

From: Denise Barr, Director of Communications and Public Engagement

Subject: Family Engagement Update

EXECUTIVE SUMMARY

We are excited about the start of the 2024-25 school year and have a number of events and activities leading up to the start of school that we hope our families will take part in.

Enjoy Huntley Week

Enjoy Huntley Week kicks off next week, starting Sunday, August 4th with a family bike ride led by the Village and Police Department. There are other free family fun activities scattered throughout the week. Visit the [Enjoy Huntley website](#) for more information. Don't miss our Charlotte's Web movie night at the HHS football field on Friday evening, August 9.

Back to School Events and Activities (check school newsletters for times and details!)

LIGHT

We welcomed families for Student Orientation on Wednesday, July 24th at the district office.

Elementary

Kindergarten Sneak Peek at Mackeben, Chesak and Leggee on Monday, August 5
Elementary Open House at all elementary schools on Monday, August 12

Middle School

Material Pick-Up - Thursday, August 8 and Friday, August 9
Open House and Meet and Greet - Monday, August 12

High School

Material Pick-Up - Tuesday, August 6 and Wednesday, August 7
Freshman Raider Rally - Friday, August 9

ECC

Open House - Tuesday, August 13 and Wednesday, August 14

First Days of School

First Day of School (grades 1-12 and LIGHT students) - Wednesday, August 14
First Day of School (kindergarten) - Thursday, August 15
First Day of School for ECC - Friday, August 16

Recommendation: This report is for informational purposes only.

Huntley Community School District 158 – Board of Education
Regular
July 18, 2024 Minutes

Meeting: Regular Meeting with Closed Session as per OMA and 5ILCS120/2c

Time: 6:00 PM

Location: District Office, 650 Dr. John Burkey Drive, Door 2, Algonquin, IL 60102

Mission Statement: Our learning community will inspire, challenge and empower all students always.

Board of Education Members: President, Mr. Andrew Bittman; Vice President, Mrs. Laura Murray; Secretary, Mr. Paul Troy; Mr. Sean Cratty; Mr. Anthony Quagliano; Mr. Michael Thompson; Mrs. Dana Wiley

Minutes

1. **Call to Order / Roll Call (A)** (Mr. Bittman)

Mr. Bittman called to order the Regular Meeting at 6:01 p.m. A quorum was met.

Roll Call: Ayes 7 / Absent 0 / Motion Carries

Members: Mr. Bittman, Mr. Cratty, Mrs. Murray, Mr. Quagliano, Mr. Thompson, Mr. Troy, Mrs. Wiley

2. **Closed Session / Roll Call (A)** (Mr. Bittman)

Mr. Bittman moved and Mr. Troy seconded to enter into closed session at 6:02 p.m. as indicated in the Open Meetings Act and 5ILCS120/2c for discussion of: **(1)** The appointment, employment, discipline, performance, or dismissal of specific employees or legal counsel; **(2)** Collective negotiating matters; **(14)** Discussion of minutes of meetings lawfully closed under this Act.

Members: Mr. Bittman, Mr. Cratty, Mrs. Murray, Mr. Quagliano, Mr. Thompson, Mr. Troy, Mrs. Wiley

Roll Call: Ayes 7 / Nays 0 / Absent 0 / Motion Carries

2.1. **Exit or Suspend Closed Session / Voice Call (A)**

Mr. Bittman moved and Mr. Quagliano seconded to exit or suspend closed session at 6:48 p.m. and return to open session.

Voice Call: Ayes 7 / Nays 0 / Motion Carries

3. **Resume in Public Session / Roll Call (A)** (Mr. Bittman) *approx. 7:00 p.m.*

Mr. Bittman resumed the Regular meeting at 6:55 p.m.

Members: Mr. Bittman, Mr. Cratty, Mrs. Murray, Mr. Quagliano, Mr. Thompson, Mr. Troy, Mrs. Wiley

Roll Call: Ayes 7 / Absent 0 / Motion Carries

3.1. **Action as Required / Roll Call** (Mr. Bittman)

No action came from the board.

Members: Mr. Bittman, Mr. Cratty, Mrs. Murray, Mr. Quagliano, Mr. Thompson, Mr. Troy, Mrs. Wiley

4. **Pledge of Allegiance** (Mr. Bittman)

Mr. Bittman led us in the pledge of allegiance.

5. **Public Comment** (Mr. Bittman)

No public comments were made at this time.

6. **Revision and Adoption of the Agenda / Voice Call (A)** (Mr. Bittman)

Mr. Bittman moved and Mr. Cratty seconded to adopt the agenda as presented.

Action: Adopted the Agenda.

Voice Call: Ayes 7 / Nays 0 / Motion Carries

7. **Superintendent's Report (R)** (Ms. Lombard)

Ms. Lombard provided updates at this time.

Recommendation: For informational purposes only

7.1. **Donations (R)** (Ms. Lombard)

Huntley American Legion Post 673 -\$500 check for the Huntley High School Band.

8. **Assistant Superintendent Learning and Innovation (R)** (Dr. MacCrindle)

Dr. MacCrindle provided updates at this time.

Recommendation: For informational purposes only.

9. **Chief Financial Officer/Treasurer (R)** (Mr. Altmayer)

Mr. Altmayer provided updates at this time including rebates, an overcharge and an electric bus grant.

Recommendation: For informational purposes only.

9.1. **Fiscal Services Reports (R)** (Mr. Altmayer)

Mr. Altmayer provided the Monthly Fiscal Updates and Activity Fund Balance Report.

Recommendation: For informational purposes only

9.2. **Revenue and Expenditure Report (R)** (Mr. Altmayer)

Mr. Altmayer presented the monthly report which was reviewed and discussed.

Recommendation: For informational purposes only.

10. **Assistant Superintendent of Special Services (R)** (Ms. Gill)

Ms. Gill provided Special Services updates at this time.

Recommendation: For informational purposes only.

11. **Buildings and Grounds (R)** (Mr. Renkosik)

Mr. Renkosik provided Buildings and Grounds updates at this time.

Recommendation: For informational purposes only.

12. **Director of Communications and Public Engagement (R)** (Ms. Barr)

Ms. Barr provided Communication updates at this time.

Recommendation: For informational purposes only.

12.1. **FOIA Requests (R)** (Ms. Barr)

A monthly report on the FOIA requests was provided.

13. **President's Report** (Mr. Bittman)

13.1. **Board Discussion (D)** (Mr. Bittman)

Mr. Bittman discussed policies.

14. **Action Items / Roll/ Voice Call** (Mr. Bittman)

Action items required a motion and a second; discussion if needed; and roll call.

14.1. **Student Handbooks (A)** (Ms. Lombard)

Administration recommend approval of the 2024-25 Student Handbooks for Huntley High School, including the Athletic Handbook. Mr. Bittman moved and Mr. Cratty seconded the approval.

Recommendation: Sought approval of the Board as presented.

Roll Call: Ayes 6 / Nays 1 / Motion Carries

14.2. **HR Personnel (A)** (Dr. Zehr)

Sought approval of the personnel reports provided and reviewed by the Board, which include explanation for resignations, retirements, terminations, employment, contract revisions, and leave requests, as presented. Mr. Bittman moved and Mr. Cratty seconded the approval of the HR Personnel reports.

Recommendation: Sought approval by the Board as presented.

Roll Call: Ayes 7 / Nays 0 / Motion Carries

14.3. **Northwestern Medicine Wellness Statement of Work 2024 (A)** (Dr. Zehr)

Dr. Zehr sought approval of the Statement of Work. Mr. Bittman moved and Mr. Troy seconded the approval.

Recommendation: Sought approval of the Board as presented.

Roll Call: Ayes 7 / Nays 0 / Motion Carries

14.4. **Proposal for Continued Partnership with Build Capacity Consulting for 2024-2025 (A)** (Dr. MacCrindle)

Dr. MacCrindle will present a contract with Build Capacity Consulting for continued partnership throughout the 2024-2025 school year in the amount of \$52,500. Mr. Quagliano moved and Mrs. Wiley seconded the approval.

Recommendation: Sought approval as presented.

Roll Call: Ayes 6 / Nays 1 / Motion Carries

14.5. **Visionary Properties Lease Agreement (A)** (Ms. Gill)

Ms. Gill sought approval of a lease with Visionary Properties in support of securing a school site for the LIGHT program. Mr. Bittman moved and Mrs. Murray seconded the approval.

Recommendation: Sought approval as presented.

Roll Call: Ayes 7 / Nays 0 / Motion Carries

14.6. **Easterseals Contract (A)** (Ms. Gill)

Ms. Gill sought approval of a contract with Easterseals in support of securing professional development and instructional tools for special education classrooms across the district. Mr. Bittman moved and Mr. Cratty seconded the approval.

Recommendation: Sought approval as presented.

Roll Call: Ayes 7 / Nays 0 / Motion Carries

14.7. **Payables (A)** (Mr. Altmayer)

Mr. Altmayer sought approval of the Purchase Orders issued at \$5,658,172.29; Accounts Payable issued at \$20,829.19; Imprest issued at \$239,878.54 and Disbursements issued at \$13,358,631.33, as presented. Mr. Bittman moved and Mr. Quagliano seconded approval of the payables issued, as presented.

Recommendation: Sought approval of the Board for payables issued, as presented.

Roll Call: Ayes 7 / Nays 0 / Motion Carries

14.8. **Revenue Contracts (A)** (Mr. Altmayer)

Mr. Altmayer sought approval of the revenue contracts for various fundraising activities. Mr. Bittman moved and Mr. Quagliano seconded the approval of the revenue contracts as presented.

Recommendation: Sought approval of the revenue contracts as presented.

Roll Call: Ayes 7 / Nays 0 / Motion Carries

14.9. **FY25 Budget Hearing (A)** (Mr. Altmayer)

The administration recommend the date and time of the Budget Hearing for the FY25 Budget. Mr. Bittman moved and Mr. Quagliano seconded the approval.

Recommendation: Spught approval of the Board as presented.

Roll Call: Ayes 7 / Nays 0 / Motion Carries

14.10. **IDOT Hazardous Busing Resolution (A)** (Mr. Altmayer)

The Illinois Department of Transportation (IDOT) constituting a Type I, Type II and Type III Hazard will be reviewed to transport students. Administration recommended by resolution the continuance of the Hazardous Busing Program for the District, as identified by school code 105ILCS 5/29-5.2.

Recommendation: Sought approval of the Board as presented.

Roll Call: Ayes 7 / Nays 0 / Motion Carries

14.11. **National School Lunch Rate Increase (A)** (Mr. Altmayer)

Administration recommended the Type A lunch rate increase from \$3.25 to \$3.35 as guided by Federal Regulations. Mr. Bittman moved and Mr. Troy seconded.

Recommendation: Sought approval of the Board as presented.

Roll Call: Ayes 7 / Nays 0 / Motion Carries

14.12. **Equipment Declared as Surplus (A)** (Mr. Altmayer)

Mr. Altmayer is requesting the approval of a list to be declared as surplus that are either non-functional or which have exceeded their useful life for the District. Mr. Bittman moved and Mr. Troy seconded.

Recommendation: Sought approval of the Board as presented.

Roll Call: Ayes 7 / Nays 0 / Motion Carries

14.13. **Minutes (A)** (Ms. Piemonte)

The following minutes were presented for review and were moved forward for approval at the next Regular BOE meeting.

June 6, 2024 COW

June 6, 2024 Executive Closed Session

June 20, 2024 BOE

June 20, 2024 Executive Closed Session

Recommendation: Sought approval of the Board as presented.

Roll Call: Ayes 7 / Nays 0 / Motion Carries

15. **Public Comment** (Mr. Bittman)

No public comments were made at this time.

16. **Adjournment (A)** (Mr. Bittman)

Members: Mr. Bittman, Mr. Cratty, Mrs. Murray, Mr. Quagliano, Mr. Thompson, Mr. Troy, Mrs. Wiley
Mr. Bittman moved and Mr. Thompson seconded to adjourn the meeting at 8:59 p.m.

Voice Call: Ayes 7 / Nays 0 / Motion Carries

205

Attendance Presentation

Committee of the Whole-BOE

August 2024



Purpose

- To review high-level Huntley 158 practices and policies related to attendance
- Briefly review historical attendance data
- To provide insight on the work that has been done this summer and how this will continue
- To build an understanding and open lines of communication around attendance and the impacts with all stakeholders

Attendance (noun)

The action or state of going regularly to or being present at a place or event.

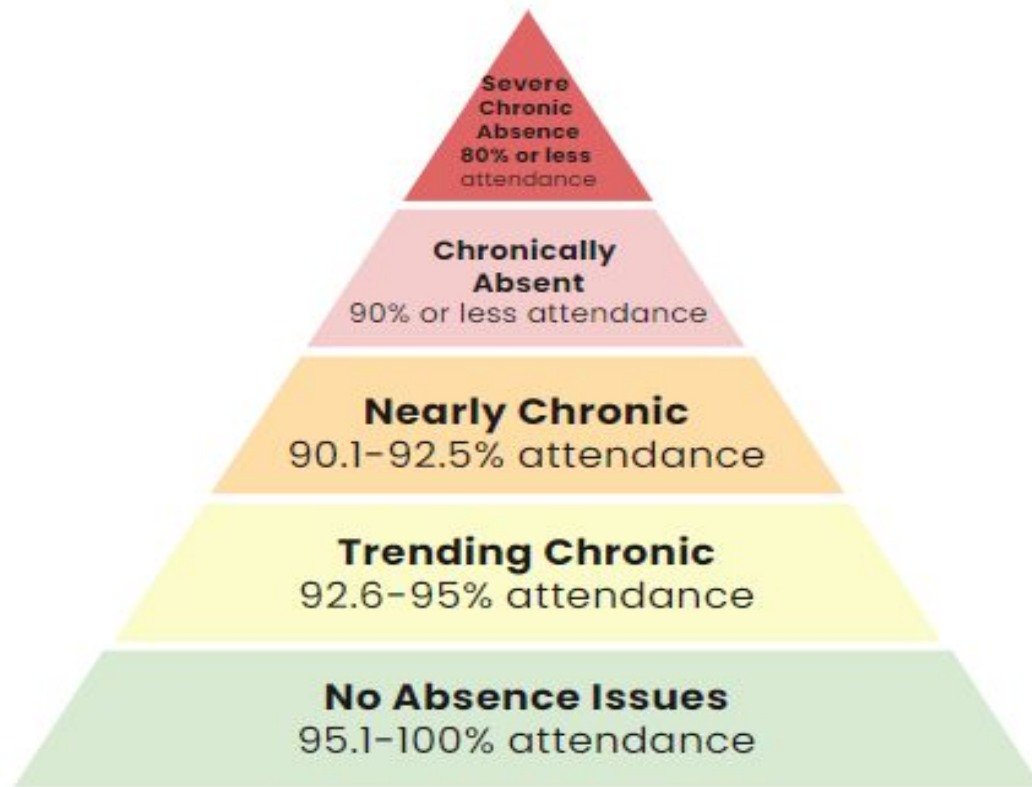
What Is Chronic Absenteeism?



chron·ic ab·sen·tee·ism | *noun*

Missing **10% or more of the academic year** for any reason, including excused absences, unexcused absences, and suspensions

That's only 2 days of missed school per month!

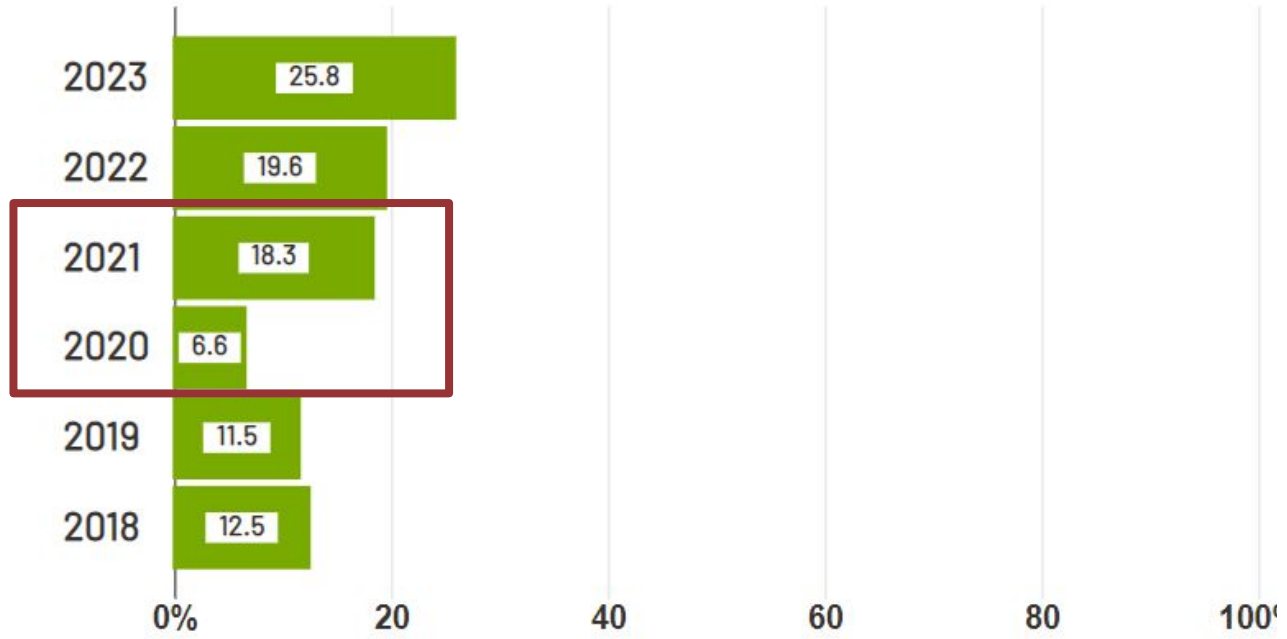


Why
What
How

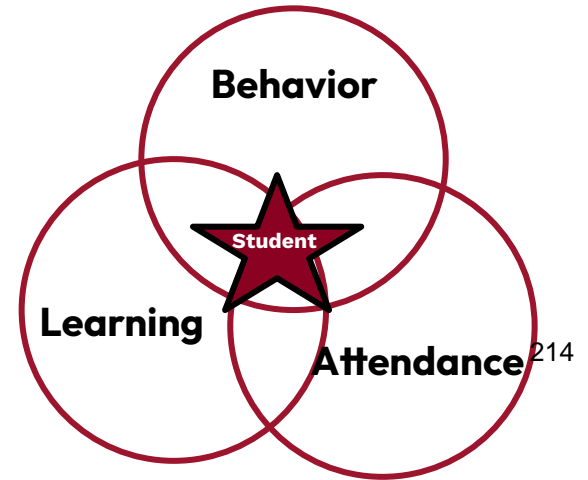


Chronic Absentee Data Overtime

% of students Chronically absent



Our Beliefs about Attendance



Why is Attendance a Key Focus?

Student Attendance impacts student success in academics and achievement, language development, social development, and future career.

Research: Impact of Irregular Attendance

SOURCE: *School Leader's Guide to Tackling Attendance Challenges*, by Jessica Sprick and Randall S. Sprick, ASCD, 2019, pp. 12–21.



Students who are frequently absent:

- may form **poor habits and mindsets about dependability** that can affect job performance.
- have **poorer mental health outcomes, lower-paying jobs, and an increased likelihood of unemployment** as adults.
- experience **fewer opportunities to develop relationships** with adults and **negative interactions between students/staff may increase** due to frustration about absences.
- are **more likely to act out** due to frustration (likely leading to more absences due to withdrawal or detentions/suspensions).

Students who miss 10% or more:

- have **lower GPAs and test scores**.
- have more **difficulty establishing and maintaining positive peer relationships** (for example, the student's friends may seek out peers who are more consistently available or may resent a group member who does not show up to help with a project).
- are **less likely to develop behavioral and social-emotional skills** necessary for success in school and in life (examples include self-esteem, conflict resolution, resilience, and self-advocacy skills).
- are at the **greatest risk of dropping out**.
- exhibit **higher rates of involvement in the criminal justice system**.

Note: The state defines "chronically absent" as missing 10% of school
10% = approximately 2 days missed per month

Research: Impact of Irregular Attendance

SOURCE: *School Leader's Guide to Tackling Attendance Challenges*, by Jessica Sprick and Randall S. Sprick, ASCD, 2019, pp. 12–21.



Research shows that students...

..with just 2 absences in the first month of school go on to miss more than 25 days total.

...who miss just 2 days of school a month tend to be more stressed and anxious.

... that miss more than 10 days a year are 20% less likely to graduate on time.

...who miss just 2 days of school a month are less likely to read at grade level by the end of 3rd grade.

Almost 90% of students that miss 15 days a year in high school drop out of college.

What Is the Cost of Chronic Absenteeism?

Most Research Emphasizes Impact on Chronically Absent Students...



Less likely to read at grade level by the end of 3rd grade

4x

more likely to drop out of high school than their peers

...But Chronic Absenteeism Harms All Students



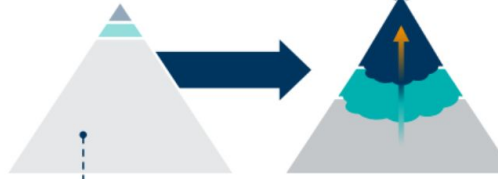
The percentage of chronically absent classmates predicts low reading and math achievement for all students

Chronic Absence Surge Exceeds Support Plan Capacity

Tiered District Support Plan:

2019

2023



- Tier 1:** Students with <10% absence rate
 - Incentivizing/recognizing good attendance
 - Monitoring attendance data regularly
- Tier 2:** Students with 10-19% absence rate
 - Meeting students 1:1
 - Conducting home visits
- Tier 3:** Students with 20%+ absence rate
 - Interagency case management
 - Truancy court

Districts Already Short-Staffed, So Practices Must Change

53%

of districts still have support staff shortages (counselors, case managers, etc.)



ESSER funds for additional labor costs run dry in Sept. 2024



Districts funded by ADA may already be looking at cuts

WHY do we need a district-wide approach to tackling chronic absenteeism?

Clear, concise communication and expectations for all stakeholders, especially students

Consistent, targeted responses to absences

Impact of student achievement

Impact on future success

Impact on the learning environment for others

Consistent reporting of absence reasons → meaningful/actionable data



MTSS: Attendance

Why
What
How



The WHAT

Redefine *expectations* and Campaign around the importance of being present at school and Providing a *supportive environment*.

Huntley 158 Expectations for attendance:

- ◆ Students should be in school when they are able
- ◆ Parents should prioritize student attendance during the school year
- ◆ Schools should provide an environment that is welcoming and engaging for students

Intentional Focus on Supportive Attendance Interventions:

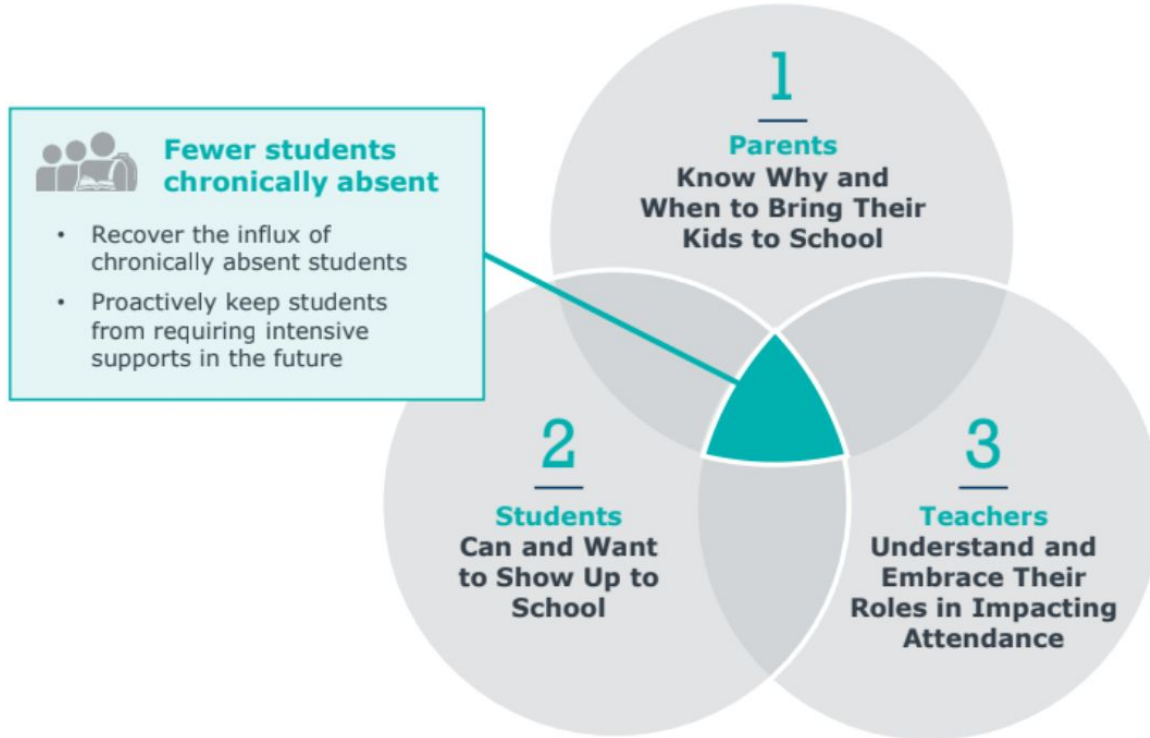
- **S**tructuring Classrooms for Engagement
- **T**eaching Provides Consistent Access to Learning
- **O**bserving Student Attendance Patterns
- **I**nteracting Positively to build relationships
- **C**orrecting Fluently to perform consistently

THE WHAT



3 Essential Conditions for Reducing Absenteeism

11



Your PRESENCE is your POWER!

Improving Attendance Road Map

Clear and Consistent WHAT

- Define a consistent, Districtwide set of expectations, surrounding student attendance
- Clear and easily accessible attendance policy

Compelling WHY ATTENDANCE MATTERS

- Educate students and parents on the importance of attendance
- Show the direct correlation/ impact attendance has on student achievement and future success.

Support

Provide ongoing for support for:

- Staff with strategies for the classroom/communication
- Students with strategies targeting the root cause of the attendance issues
- Parents with strategies to to assist getting their child(ren) to school

Communication

- Frequent
- On-going
- Individualized to their student
- Supportive

Collaborative Partnership

All stakeholders partnering and wrapping around supportive measures to enhance and promote positive school attendance.



PREVENTION
for all Students

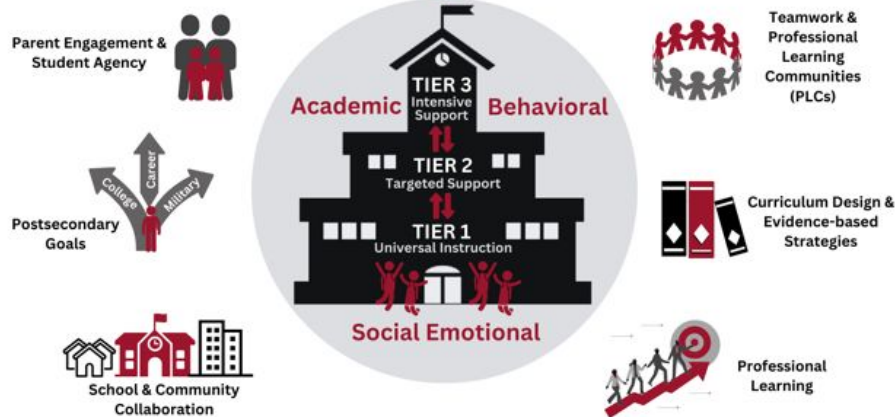
ENRICHMENT
for all Students

INTERVENTION
for all Students



Equitable Access to Our Multi-Tiered System of Support **MTSS**

All Students Always



Leadership

Data-Based Decision Making

Infrastructure

Assessment

THE WHAT

Attendance Focus at Huntley 158

Multi-Tiered System of Supports for Attendance – starts with Tier 1:

- **Universal Attendance Campaigning District-Wide** (Newsletters, Social Media)
- **Attendance Policies updated** (provides clarity on excused vs. unexcused absences)
- **Administrative Assistant training on attendance coding accuracy**
- **Clarify teacher expectations for promoting attendance and provide classroom-based attendance strategies**
- **Clarity leadership expectations for promoting attendance and provide building-based attendance strategies**

MTSS: Attendance

Why
What
How



THE HOW

Attendance Focus at Huntley 158

Multi-Tiered System of Supports for Attendance – starts with Tier 1:

- **Universal Attendance Campaigning District-Wide**
(Newsletters, Social Media)

**Be Present
BE POWERFUL!**



**2024
Attendance Awareness Campaign**



**September is Attendance
Awareness Month**

227

YOUR

PRESENCE

IS YOUR

POWER



Did you know...?

Attending school every day has impacts beyond elementary, middle, and high school.

Research shows almost 90% of students that miss 15 days a year in high school drop out of college.

Prepare for the future by encouraging consistent attendance ²²⁹ every day your student isn't sick.

YOUR
PRESENCE
IS YOUR
POWER



THE HOW

Attendance Focus at Huntley 158

Multi-Tiered System of Supports for Attendance – starts with Tier 1:

- **Attendance Policies updated** (provides clarity on excused vs. unexcused absences)

Excused Absences

- Illness of the student
- Mental or Behavioral Health Days (up to 5 days, after 2nd a support plan will be developed)
- Death in the immediate family
- Family emergency
- Religious holiday observance
- Attending a military honors funeral to sound TAPS
- Parent on uniformed service active duty w (up to 5 days)
- Court appearance.
- Work or school sponsored activity approved by the school.
- Voting in a local, State, or federal election.
- College Visitation Days - (Before May 1st following school process)

Unexcused Absences

- Tardies (late to school and late to class)
- Extended Absences including Vacations & Cultural Trips
- Club Sports events
- All other absence reasons

Parents will always maintain the decision of whether to send their child to school; however, the schools/district have the decision as to what is excused and what is unexcused.

THE HOW

Attendance Focus at Huntley 158

Multi-Tiered System of Supports for Attendance – starts with Tier 1:

- **Clarify teacher expectations for promoting attendance and provide classroom-based attendance strategies**
- **Clarity leadership expectations for promoting attendance and provide building-based attendance strategies**

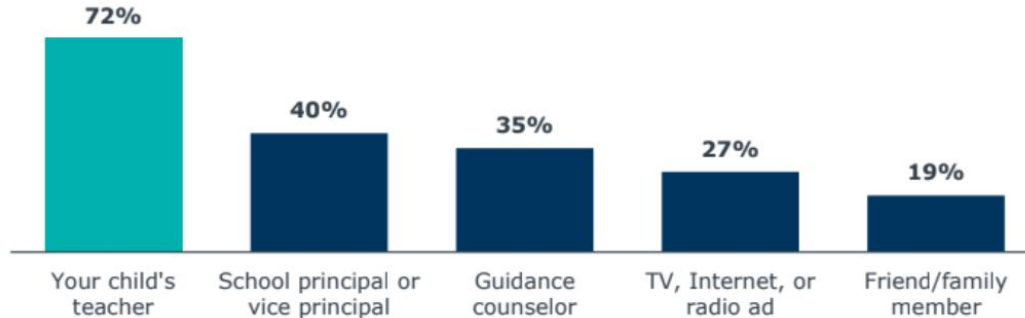
THE HOW



Teachers Underutilized in Fight Against Absenteeism 10

Parents Overwhelmingly Prefer to Discuss Attendance with Teachers¹

"Which of the following ways would you prefer to hear about the importance of school attendance?"



...Yet Most Teachers Don't Talk to Parents about Attendance...

42%

of parents reported that any school employee, including teachers, contacted them personally about attendance in the past 6 months

...And Few Have the Tools to Succeed

“When I get on the phone with a parent, **I don't know what to say.** I'm new this year, and I want parents to trust me.”

First-Year Teacher, Ohio

1) n=823

Tier 1 Teacher VS Leadership

Teacher Managed	Leadership Managed
<p><u>Tier 1 Culture, Campaign, Monitor</u></p> <ul style="list-style-type: none"> ● Culture: Provide a welcoming and inclusive classroom each day by greeting students as they enter the classroom! ● Campaign: Teacher Newsletters include rationale for why attendance is essential for success, graphics, and messages. ● Monitor: Monitor Student Absences 	<p><u>Tier 1 Culture, Campaign, Monitor</u></p> <ul style="list-style-type: none"> ● Culture: Provide a welcoming and inclusive environment each day by greeting students as they enter the building and building relationships ● Campaign: Tier 1 building team creates weekly attendance campaign messages to include in weekly newsletter, send positive attendance letters home ● Monitor: The school attendance secretary will run reports on the 14th and 28th day of each month. Pulling Attendance Data from Student Analytics Attendance Dashboard & Intervention Documentation Template
<p>Tier 1 (Trending Chronic) When a student reaches “Trending Chronic,” make contact with parents via email or phone call (phone call preferred)</p> <ul style="list-style-type: none"> ● Phone Attendance Script for Teacher ● Email Attendance Script for Teacher ● Planned Discussion with student; document using: <ul style="list-style-type: none"> ○ HS log template or K-8 log template ● Monitor monthly attendance (may shift to Tier 2) 	

Tier 2 Teacher VS Leadership

Tier 2 (Nearly Chronic)

- Support development and implementation of early-stage attendance strategies such as:
 - Mentoring, Meaningful Work
 - SEB, Academic Interventions, etc.
 - Self-Monitoring Strategy ([K-5](#) and [6-12](#))
 - Monitor Student Attendance

Tier 2 (Nearly Chronic)

- Phone call to parent/guardian
- Send letter
- Work with teacher to develop/implement early-stage attendance strategies
- Send letters home (See the Attendance Playbook for corresponding letters.)

Tier 3 Teacher VS Leadership

Tier 3 (Chronically Absent)

- Support implementation of function-based Attendance Intervention Plan
- Re-entry Plan
- Self-Monitoring Strategy ([K-5](#) and [6-12](#))

Tier 3 (Chronically Absent)

- Schedule and attend an in-person formal attendance meeting with parents/guardians to develop a function-based Attendance Intervention Plan (K-5 Plan; 6-12 Plan)
- Send letter
- Offer resources: Care Solace, Family Liaison, etc

Tier 3 Teacher VS Leadership

Tier 3 (Severe Chronic)

- Support implementation of function-based Attendance Intervention Plan
- Re-entry Plan
- Self-Monitoring Strategy ([K-5](#) and [6-12](#))

Tier 3 (Severe Chronic)

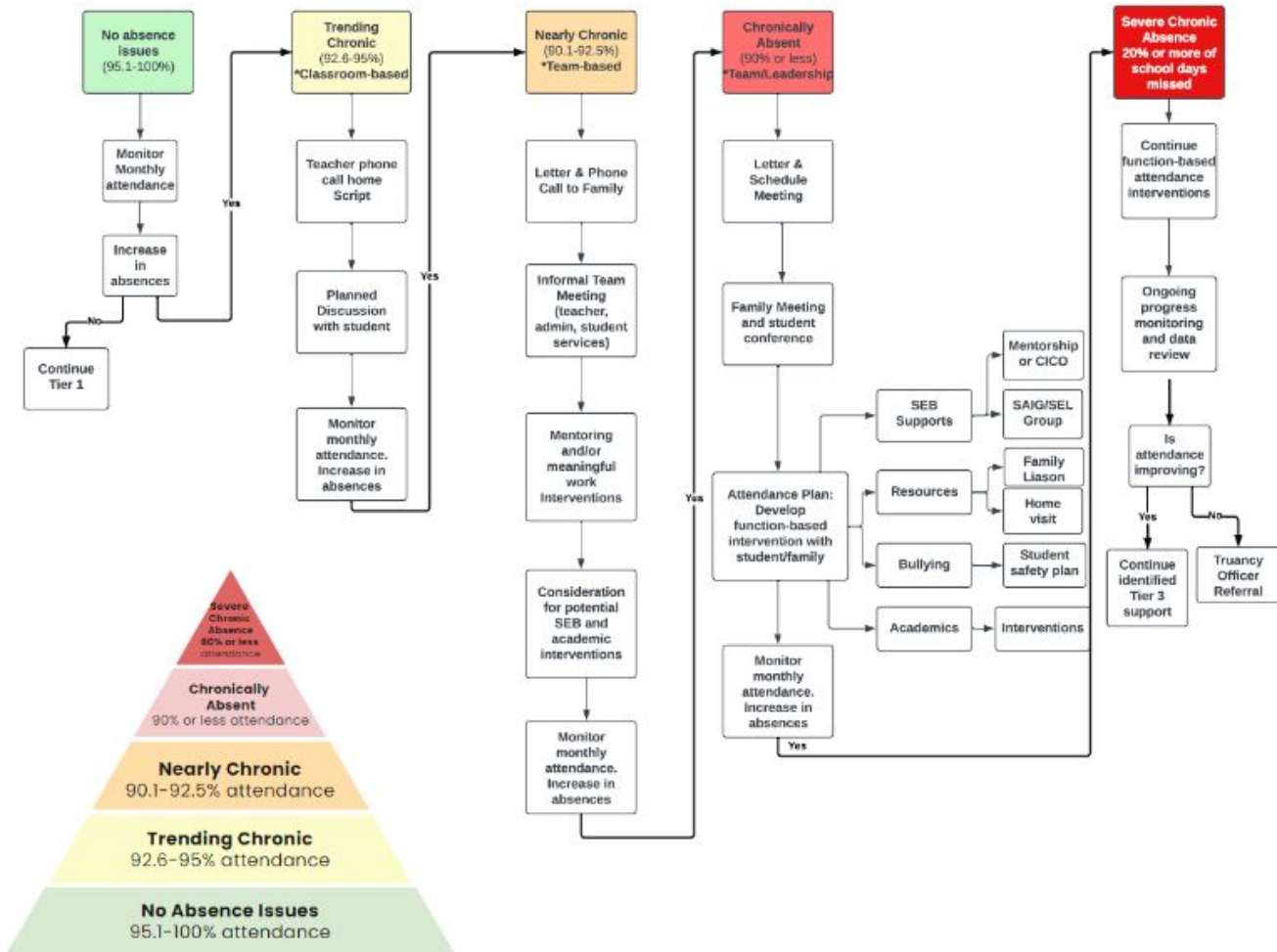
- Schedule/attend an in-person formal attendance meeting with parents/guardians to refine the function-based Attendance Intervention Plan.
- [K-5 Attendance Intervention Plan](#)
- [Secondary Attendance Intervention Plan](#)
- Send letter
- Truancy officer referral



RESPONDING TO STUDENT ABSENCES

Student Level of Attendance	Response by School
<u>No Issues</u> 95%-100% of school days present	Monitor attendance and celebrate successes!
<u>Trending Chronic</u> 92.6-95% of school days present	<ul style="list-style-type: none">• Teacher will communicate with families• School staff checks in with student• Continue to monitor attendance and celebrate successes
<u>Nearly Chronic</u> 90.1-92.5% of school days present	<ul style="list-style-type: none">• Communication with family from building administration• Informal school team meeting to determine support needed• Implement identified support (intervention)• Continue to monitor attendance and celebrate successes
<u>Chronically Absent</u> 90% or less of school days present	<ul style="list-style-type: none">• Communication with family from building administration• Family meeting to determine support needed• Conference with student• Attendance plan is developed and implemented• Continue to monitor support plan and celebrate successes
<u>Severe Chronic Absence</u> 80% or less of school days present	<ul style="list-style-type: none">• Communication with family from building administration• Modification to attendance plan and supports• Referral to McHenry County Truancy officer• Continue to monitor support plan and celebrate successes

Attendance MTSS at Huntley 158



DRAFT: Deadline for sending out required attendance letters

August 2024						
S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER						
S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**Success is
earned one
day at a time.
Start by
showing up."**

What are the consequences...

**...if we sit back and
continue to allow this
trend to continue?**



What are the consequences...

**...WE would rather
NOT find out...The time
to act is NOW!**

The logo of Huntley Community School District is a circular emblem. It features a central shield with a stylized 'H' and 'S' design. The shield is divided into four quadrants: the top-left and bottom-right are grey, the top-right and bottom-left are maroon. The shield is set against a white background within a maroon circular border. The border contains the text 'HUNTLEY' at the top, 'COMMUNITY SCHOOL DISTRICT' at the bottom, and 'EST. 1920' at the bottom center. The number '158' is also visible on the right side of the border.

Questions?

ATTENDANCE IN HUNTLEY 158 WHAT HAS CHANGED



Clarification on what is an Excused vs Unexcused Absence

All absences for students will be either categorized as excused and unexcused which aligns to IL School Code. Families must communicate reasons for student absences, but the school administrator is the final decision maker as to whether an absence is Excused or Unexcused.



Common Make-Up Work Policy

If a student's absence is excused, he/she will be permitted to make up all missed work. Generally speaking, students will have one day per day absent to make up work. Students should work with teachers to make up work.



Extended Absences Defined as Unexcused

Extended absences, such as vacations or cultural trips, are recognized by the state of Illinois as an Unexcused Absence and will be coded in PowerSchool as such. There is no substitute for the in-person learning experience, learning resources will be provided as long as teachers have sufficient notice.



Clarification of language around Illness & Doctor Notes

Families must call the school regarding an illness. After three consecutive days of illness, a written excuse from a doctor is **required** for an absence to be considered excused. If a pattern of absences occurs, an individualized attendance plan will be created.



Family Emergency Absence Clarification

A student may be excused for extenuating circumstances such as a family emergency. A list of excuses that do not qualify as a family emergency is provided including: errands, oversleeping, car trouble, leaving school without receiving proper authorization, missing bus ride, tardy to school without valid excuse.

EXTENDED ABSENCE PROCESS



While there is no substitution for in person learning, we know that there are times where planned absences are necessary.



- Families should notify the academic team (teachers) and office in writing in advance of the absence.
- Families may complete the [“Extended Student Absence Form”](#) and turn it into the school office.
- Alternative assignments will be provided when possible, with sufficient notice.

** Note that all extended absences will be categorized as unexcused absences.*



ILLNESS PROCESS

In the case of an illness:

- Families should call the school by the **beginning** of the school day and on each day of absence.
- If this call is not made, the school will contact you to ensure safety.

Extended Illness:

- After 3 consecutive days, a doctor's note will be required for further absences to be considered excused.
- If a family cannot get into a doctor's²⁴⁶ appointment, please work with the school nurse.





EXCUSED & UNEXCUSED ABSENCES

Excused Absences

- Illness of the student
- Mental or Behavioral Health Days (up to 5 days, after the 2nd day, a support plan will be developed)
- Death in the immediate family
- Family emergency
- Religious holiday observance
- Attending a military honors funeral to sound TAPS
- Parent on uniformed service active duty w (up to 5 days)
- Court appearance
- Work or school sponsored activity approved by the school
- Voting in a local, State, or federal election
- College Visitation Days - (Before May 1st following school process)

All other absences are considered Unexcused

Absences Including:

- Tardies (late to school and late to class)
- Extended Absences including Vacations & Cultural Trips
- All other absence reasons





MAKE-UP WORK POLICY

- Excused absences qualify for make-up work
- Students should work with their teacher to obtain the work
- Generally speaking, students will have one day per day absent to make-up work.





RESPONDING TO STUDENT ABSENCES

Student Level of Attendance	Response by School
<p><u>No Issues</u> 95%-100% of school days present</p>	<p>Monitor attendance and celebrate successes!</p>
<p><u>Trending Chronic</u> 92.6-95% of school days present</p>	<ul style="list-style-type: none">• Teacher will communicate with families• School staff checks in with student• Continue to monitor attendance and celebrate successes
<p><u>Nearly Chronic</u> 90.1-92.5% of school days present</p>	<ul style="list-style-type: none">• Communication with family from building administration• Informal school team meeting to determine support needed• Implement identified support (intervention)• Continue to monitor attendance and celebrate successes
<p><u>Chronically Absent</u> 90% or less of school days present</p>	<ul style="list-style-type: none">• Communication with family from building administration• Family meeting to determine support needed• Conference with student• Attendance plan is developed and implemented• Continue to monitor support plan and celebrate successes
<p><u>Severe Chronic Absence</u> 80% or less of school days present</p>	<ul style="list-style-type: none">• Communication with family from building administration• Modification to attendance plan and supports• Referral to McHenry County Truancy officer• Continue to monitor support plan and celebrate successes