Huntley Community School District 158 – Board of Education

Regular Agenda

Date: Thursday, May 21, 2026
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 educate and empower all students always.
Board of Education Members: President, Mr. Paul Troy; Vice President, Mr. Sean Cratty; Secretary, Mrs. Melissa Maiorino; Mr. Rich Bobby; Mr. Andy Fekete; Mrs. Laura Murray, Mr. Chuck Ruth

Agenda

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

1. **Call to Order / Roll Call (A)** (Mr. Troy)
   Call to order the Regular Meeting at ___:___ p.m. A quorum must be met.
   Roll Call: Ayes / Absent / Motion _____
   Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
2. **Closed Session / Roll Call (A)** (Mr. Troy)
   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; **(6)** Property **(9)** Student Disciplinary; **(11)** Litigation; **(21)** Discussion of minutes of meetings lawfully closed under this Act.
   Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
   Roll Call: Ayes / Nays / Absent / Motion _____
   1. **Exit or Suspend Closed Session / Voice Call (A)**
      Move to exit or suspend closed session at ___:___ p.m. and return to open session.
      Voice Call: Ayes / Nays / Motion _____
3. **Resume in Public Session / Roll Call (A)** (Mr. Troy) *approx. 7:00 p.m*.
   Resume the Regular meeting at ___:___ p.m.
   Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
   Roll Call: Ayes / Absent / Motion _____
   1. **Action as Required / Roll Call** (Mr. Troy)
      Will come from the Board.
      Roll Call: Ayes / Nays /Absent / Motion _____
      Action: Recommendation will come from the Board.
      Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
4. **Pledge of Allegiance** (Mr. Troy)
   The Huntley High Five winners will lead us in the pledge.
5. **Student Recognition** (Mr. Troy)
   1. **Journalism Students (R)** (Mr. Troy)
      The following journalism students will be recognized for their various achievements in journalism this school year:
      Addyson Zay, Lucas Palermo, Crystal Pillar, Kaylee Coleman, Addison Stone, Dylan Fekete, Jocelyn Jones, Ashton Friggieri, Parker DeSimone, Lauren Foster, Tyler Barrus, Kacey Laput, Mia Ascencio, Sophia Hoeflicker, Mia Guarino, Sofia Bondi, Sophia Mitchell, Ava Bromann, Anna Krejci, Christian Glusek, Nav Khaira, Addi Guarino, Bay Kennedy, Halie Pfaff, Addi Stone, Hailey Van Alstine and Violet Heider
   2. **Student Advisory Representative to the Board of Education** (R) (Ms. Lombard)
      Niko Knanishu is being recognized for completing the inaugural year as the first senior Student Representative to the Board of Education.

6. **Public Comment** (Mr. Troy)
   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.
7. **Revision and Adoption of the Agenda / Voice Call (A)** (Mr. Troy)
   Move to adopt the agenda as presented (or with changes).
   Action: Adoption of the Agenda.
   Voice Call: Ayes / Nays / Motion _____
8. **Superintendent's Report** (R) (Ms. Lombard) **5**
   Updates will be provided at this time.
   Recommendation: For informational purposes only
   1. **Donations (R)** (Ms. Lombard)
      Jennifer and Tomas Panzloff — $5,000 donation to Huntley High School Boys Bowling
      Deanna Reeves — $3,000 from the sale of a trumpet to Huntley High School Band
      Thomas Woo — $1,000 Huntley High School Girls Track and Field Fundraised
      Kelly Williamson Company — $500 Educational Alliance Program STEM at Leggee Elementary
      Lori Woods — $247.36 for two podiums for 8th grade promotions at Marlowe Middle School and Heineman Middle School
      Mary Ann Kinney — $500 to the Medical Academy Scholarship Fund
      Huntley Area Lions Club — $419 Bench installed outside door one at the district office
   2. **2025-2026 School Calendar (R)** (Ms. Lombard) **8**
      Ms. Lombard will present the final school calendar for the 2025–2026 school year.
      Recommendation: For informational purposes only.
9. **Student Board Representatives (R)** (Niko Knanishu and Emma Jorgensen)
   The student Board Representatives updates will be provided at this time.
   Recommendation: For informational purposes only
10. **Chief Financial Officer/Treasurer (R)** (Mr. Altmayer)
    Updates will be provided at this time.
    Recommendation: For informational purposes only.
    1. **FY27 Budget Draft III (R)** (Mr. Altmayer) **11**
       Mr. Altmayer will present an update on the FY27 Budget Draft.
       Recommendation: For informational purposes only.
11. **Director of Communications and Public Engagement (R)** (Ms. Barr) **22**
    Updates will be provided at this time.
    Recommendation: For informational purposes only.
    1. **FOIA Requests (R)** (Ms. Barr) **25**
       A monthly report on the FOIA requests is provided in the packet.
12. **President's Report** (Mr. Troy)
    1. **Board Discussion (D)** (Mr. Troy)
       The Board will discuss new business items.
    2. **Minutes (D)** (Mr. Troy) **32**
       The following minutes have been prepared for review:
       May 4, 2026, Special Meeting Minutes
       May 7, 2026, Committee of the Whole Meeting Minutes
13. **Consent Agenda (A)** (Mr. Troy)
    The following Consent Agenda items have gone through the Committee of the Whole. Prior to adoption, revisions are presented here.
    Roll Call: Ayes / Nays / Motion _____
    Recommendation: Seeking approval and adoption of the Consent Agenda as follows:
    1. **Minutes (A)** (Mr. Troy) **38**
       The following minutes are presented for approval.
       March 10, 2026, Parent Teacher Advisory Committee Meeting Minutes
       April 2, 2026, Committee of the Whole Meeting Minutes
       April 2, 2026, Executive Closed Session Meeting Minutes
       April 9, 2026, Finance Committee Meeting Minutes
       April 16, 2026, Executive Closed Session Meeting Minutes

May 4, 2026, Executive Closed Session Meeting Minutes
Recommendation: Seeking approval of the Board as presented.

2. **Policy Revision: First Reading (A)** (Ms. Lombard) **47**
   Upon review by the Board at the May 7, 2026, meeting, the policies were revised as recommended by the Policy Committee.
   Recommendation: Seeking approval to move the policies forward for a second reading at the next Regular BOE meeting.
3. **Policy Revision: Second Reading (A)** (Ms. Lombard, Dr. Zehr) **178**
   The Resolution on Health Insurance for Substitute Employees and Board policies 5:30, *General Personnel* and 5:220, *Professional Personnel* were revised as recommended by the Board at the April 16, 2026, meeting.
   Recommendation: Seeking approval of the Resolution on Health Insurance for Substitute Employees and policies as presented.
4. **Contracts and Agreements for the 26–27 School Year (A)** (Dr. Gill and Dr. MacCrindle) **190**
   Administration recommends the following multi-year agreements and contracts to support the ongoing work within the Learning and Innovation department for approval.
   Recommendation: Seeking approval as presented.
5. **MS Social Studies Materials through National Geographic and McGraw-Hill (A)** (Dr. MacCrindle) **267**
   Dr. MacCrindle requests that National Geographic and McGraw-Hill Social Studies materials placed on 30-day review at the April 3, 2026, Committee of the Whole for final approval.
   Recommendation: Seeking approval as presented.
6. **HS Honors Science Materials through McGraw-Hill (A)** (Dr. MacCrindle) **269**
   Dr. MacCrindle requests that National Geographic and McGraw-Hill Science materials placed on 30-day review at the April 3, 2026, committee of the whole for final approval.
   Recommendation: Seeking approval as presented.
7. **Consolidated District Plan (A)** (Dr. MacCrindle) **271**
   Dr. MacCrindle requests approval of the Consolidated District Plan, a state-mandated plan to guide the use of federal grants, for approval, presented at the May 7, 2026, Committee of the Whole Meeting.
   Recommendation: Seeking approval as presented.
8. **Payables (A)** (Mr. Altmayer) **273**
   Mr. Altmayer will seek approval of the Purchase Orders issued at $611,939.28; Accounts Payable issued at $6,685.00; and Imprest issued at $88,510.99, as presented.
   Recommendation: Seeking approval by the Board as presented.
9. **Revenue Contracts (A)** (Mr. Altmayer) **274**
   Mr. Altmayer will seek approval of the revenue contracts for various fundraising activities.
   Recommendation: Seeking approval by the Board as presented.
10. **GSF USA, Inc. Three Year Contract Extension (A)** (Mr. Lindquist) **279**
    Mr. Lindquist is seeking approval of the GSF USA, Inc. three-year contract extension.
    Recommendation: Seeking approval of the board as presented.

14. **Action Items / Roll/ Voice Call** (Mr. Troy)
    Action items require a motion and a second; discussion if needed; and roll.
    1. **HR Personnel (A)** (Dr. Zehr) **281**
       Seeking 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.
       Recommendation: Seeking approval by the Board as presented.
       Roll Call: Ayes / Nays / Motion _____
    2. **Non-Union and Administrator Pay Rates for FY27 (A)** (Dr. Zehr) **291**
       Dr. Zehr will present the recommendations for non-union and administrator pay rates for FY27.
       Recommendation: Seeking approval of the Board as presented.
       Roll Call: Ayes / Nays / Motion _____
    3. **Supplemental Purchase Orders and Accounts Payable** (A) (Mr. Altmayer)
       Administration recommends approval of the Supplemental Purchase Orders Report at $284,600.78 and Supplemental Accounts Payable at $22,732.32 as presented.

Recommendation: Seeking approval by the Board as presented.
Roll Call: Ayes / Nays / Motion _____

4. **Establish Regular Meetings 2026-2027 (A)** (Mr. Troy) **345**
   All school boards are required to hold regular meetings, establish a schedule for them and provide a public notice as required by the OMA. Administration is requesting the Board to continue with the 3rd Thursday of each month, except for November. Establish the meeting location in the Administrative Building in the Board Room, beginning at 6:00 p.m. (Policy 2:210)
   Roll Call: Ayes / Nays / Absent / Motion
5. **Minutes (A)** (Mr. Troy) **347**
   The following minutes were amended.
   April 16, 2026, Regular Board of Education meeting minutes
   Recommendation: Seeking approval as presented
   Roll Call: Ayes / Absent / Motion _____
6. **Contracts and Agreements for the 26–27 School Year (A)** (Dr. Gill and Dr. MacCrindle)
   Administration recommends the following multi-year agreements and contracts to support the ongoing work within the Learning and Innovation department for approval.
   Recommendation: Seeking approval as presented.
7. **Suspension of Student 2026-02 (A)** (Mr. Troy)
   Suspension to be upheld.
   Roll Call: Ayes / Absent / Motion _____

15. **Public Comment** (Mr. Troy)
    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.
16. **Action as Required / Roll Call (Mr. Troy)**
    WIll come from the Board.
    Suspension of student 2026-02 will be upheld.
17. **Adjournment (A)** (Mr. Troy)
    Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
    Motion to adjourn the meeting at ___:___ p.m.
    Voice Call: Ayes / Nays / Motion _____

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

Date: May 21, 2026
To: Board of Education
From: Ms. Jessica Lombard, Superintendent
Subject: **Superintendent Updates**

This memo aims to provide information or highlight updates on various work or projects within the Superintendent's office or district as a whole.

Highlights of Accomplishments and Accolades for the 2025-26 school year

Accolades:
EAB's (Educational Advisory Board) Inaugural High Performance District Award
3 Exemplary Schools by ISBE
Preschool Gold Award by the state
PLTW Distinguished Schools (Elementary and HS)
Huntley High School ranked in top 12% nationwide by US News & World Report

Student Voice:
Inaugural Student Advisory Representatives to the Board
Superintendent Student Advisory Committee
First-ever Student Led Professional Development for staff

Operational Efficiency
Skyward Implementation
Go live on community solar

Community Engagement
Digital Storytelling to show pillars of strategic plan/portrait of learning
Increased DelWebb partnerships
Leveraged Family Liaison for both District wide and Specialized needs
Student Job Fair with the Huntley Chamber

Student Success & Teaching and Learning
Lightworks opened
Expansion of Huntley Hurricanes
Achievement of subgroups
MTSS systems efficiencies
Program Development and Curriculum Development for Self-contained programs and Dual Language
3.6% of our students are in private facilities (versus state at 6.9%)
Targeted and Intentional Professional Development Structures

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Huntley 2030: Building Tomorrow Together
This month, we are proud to debut the first video in our Portrait of a Learner series, highlighting one of the core attributes we are committed to develop in every student: **the Empowered Learner**. Across our classrooms and schools, we see Empowered Learners in action every day, students asking thoughtful questions, reflecting on their progress, and pushing themselves to grow. This video brings those moments to life and captures what it truly means to be an active participant in one's own learning journey.

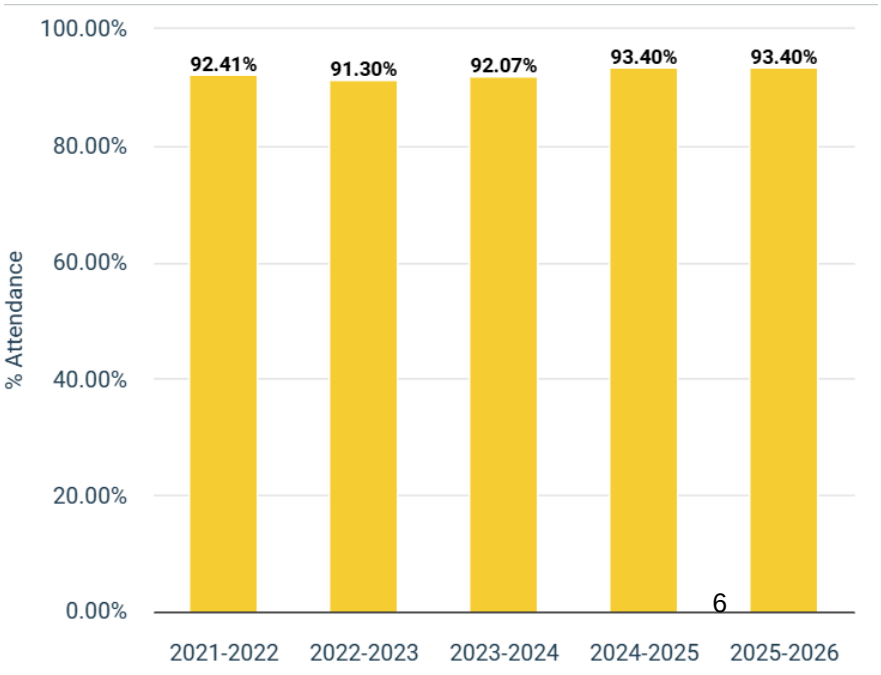
Parent Teacher Advisory Committee
The final PTAC meeting of the 2025–26 school year was held on Tuesday, March 12. During this meeting, the committee finalized a parent-friendly infographic for Policy 7:180, updates around the ongoing work to strengthen Tier 2 and Tier 3 behavior supports were shared, and the committee discussed recommended updates to student handbook language.

The proposed handbook revisions will be brought forward at the June regular Board of Education meeting for discussion, with anticipated approval in July.

Chronic Absenteeism/Attendance Campaign

Current District Enrollment as of May 19, 2026 is 8,297 students.
ADA for the District: 93.40 % (as of May 19th, 2026)
District Chronically Absent: 16.89% (LIGHT and ECC are not reported on the School Report Card; however, are included here)

Students and their level of Absenteeism
How student attendance % varies across the current and previous school years.



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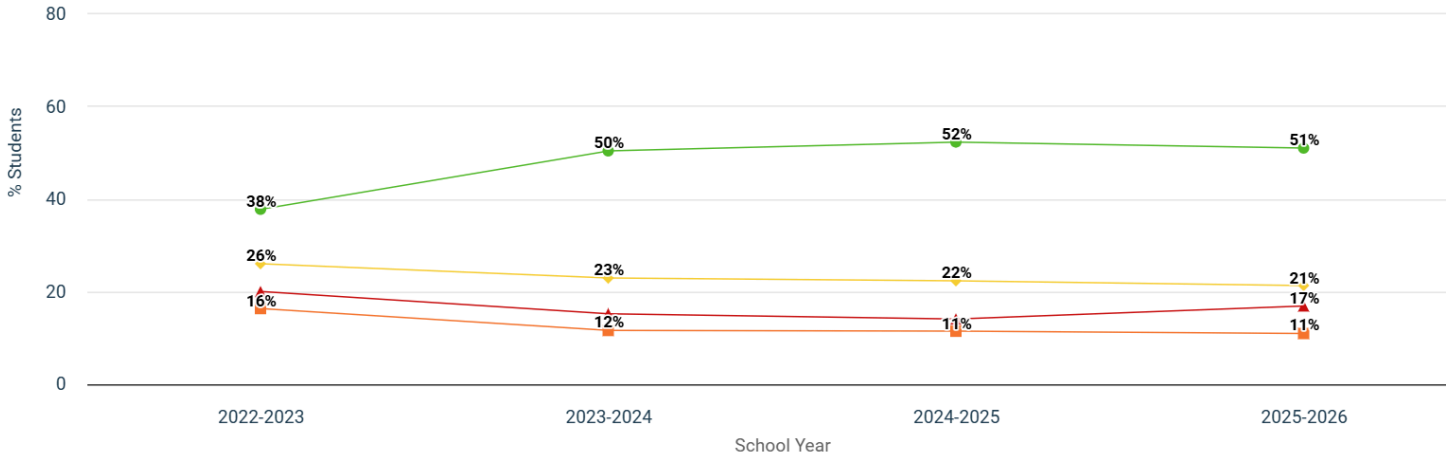
Annual Comparison:



IWAS and other Current month's Reports, Surveys or Required ISBE information for the district

- District Consolidated Grant
- Organizational Risk Assessment
- FInal School Calendar Submission
- Electronic Expenditure Reports
- Assessment Security Monitoring Survey
- EOY Report in IWAS
- IWAS Dental Report/Physical Education Report
- Continued staffing discussions for FY27 based on enrollment, needs, strategic plan, board guidance, etc

Recommendation

This report is for information only

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COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

Date: May 21, 2026

To: Board of Education

From: Jessica Lombard, Superintendent

Subject: Final 2025-26 Public School Calendar

Attached , please find the Final 2024-25 Public School Calendar that was submitted to ISBE for Huntley Community School District 158. For information purposes only. Final school calendars can be submitted to the ROE and ISBE after May 1st, 2026; District 158 submitted the calendar on May 1, 2026.

Changes to highlight:

- Friday, January 23 , 2026 became an E-learning day due to weather
- Monday, March 16, 2026 became an Inclement Weather Day (School Closure)
- Thursday, May 21, 2026 shifted to a full day of student attendance
- Friday, May 22, 2026 Shifted from an Emergency Day to the last day of school, Early Release
- May 26, 27, 28 and 29, 2025 all shifted from Emergency Day-Proposed to Non-attendance as only one emergency day was utilized

Recommendation- Informational Purposes only. Action taken in IWAS

Attachments- 2

2025-2026 Huntley Comm Sch Dist 158 as of 5/1/2026

Calendar Legend - Totals for the Year

Calendar Code	Code Description	No. of Days
X	Pupil Attendance Day	167
XHS	Half-Day School Improvement Program	6
XELD	ELearning Day	1
FPT	Full-Day Parent/Teacher Conference	2
TI	Teacher Institute/Workshop	4
ED	Emergency Day	1
HOL	Holiday	9
NIA	Not in Attendance	18

Totals	
Total Days Toward Pupil Attendance:	176
Total Calendar Days:	180

PT /In-Service/Act of God/Explanations

School Begin Date: 08/11/2025 School End Date: 05/22/2026

Regular Day: 7:30AM - 2:25PM Instruct. Day Lgth: 5 Hrs. 34 Mins.

Cal. Date	Cal. Code	Code Descr.	Student Attend.	Activity Time	Brief Explanation for Activity or School Closing
08/11/2025	TI	Teacher Institute/Workshop			Teacher Institute #1
08/12/2025	TI	Teacher Institute/Workshop			Teacher Institute #2
09/25/2025	XHS	Half-Day School Improvement Program	7:30AM 12:30PM	12:30PM 2:30PM	5 hours student contact and 2 hour SIP
10/10/2025	XHS	Half-Day School Improvement Program	7:30AM 12:30PM	12:30PM 2:30PM	5 hours student contact and 2 hour SIP
11/24/2025	FPT	Full-Day Parent/Teacher Conference		7:30AM 2:30AM	P/T Day 1 9am-8pm (11hrs) Day 2 7AM-noon (5hrs)
11/25/2025	FPT	Full-Day Parent/Teacher Conference		7:30AM 2:30AM	P/T Day 1 9am-8pm (11hrs) Day 2 7AM-noon (5hrs)
12/19/2025	XHS	Half-Day School Improvement Program	7:30AM 12:30PM	12:30PM 2:30PM	5 hours student contact and 2 hour SIP
01/05/2026	TI	Teacher Institute/Workshop			Teacher Institute #3
01/23/2026	XELD	ELearning Day			Elearning day due to windchills over -30 and NWS issued Winter Cold Warning
02/12/2026	XHS	Half-Day School Improvement Program	7:30AM 12:30PM	12:30PM 2:30PM	5 hours student contact and 2 hour SIP
03/03/2026	XHS	Half-Day School Improvement Program	7:30AM 12:30PM	12:30PM 2:30PM	5 hours student contact and 2 hour SIP
04/24/2026	TI	Teacher Institute/Workshop			Teacher Institute #4
05/22/2026	XHS	Half-Day School Improvement Program	7:30AM 12:30PM	7:30PM 2:30PM	5 hours student contact and 2 hour SIP

2025-2026 Final Public School Calendar for Huntley Comm Sch Dist 158, RCDT Admin Submitted to the ROE Admin, as of 5/1/2026

Codes: X = attendance day; XHI, XHPT, XID, XDS, XHS, XHSW, XHIH, XHPH, XHSH = half attendance day; XH = holiday attendance waiver; FPT, FPTH, WFPT = full day parent teacher conference; FI, WFI, FIH = teacher inservice; PI, TI, TIH = parent/teacher institute; ED = emergency day; XED = proposed emergency day; HOL = holiday; NIA = not in attendance

Total Days of Attendance: 176 **Regular Day:** 7:30AM - 2:25PM **Instruct. Day Lgth:** 5 Hrs. 34 Mins.

July 2025

Mon	Tue	Wed	Thu	Fri	Sat	Sun
30	1	2	3	4 HOL	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	1	2	3
4	5	6	7	8	9	10

July Atnd: 0 Accum: 0

August 2025

Mon	Tue	Wed	Thu	Fri	Sat	Sun
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11 TI	12 TI	13 X	14 X	15 X	16	17
18 X	19 X	20 X	21 X	22 X	23	24
25 X	26 X	27 X	28 X	29 X	30	31
1	2	3	4	5	6	7

Aug Atnd: 13 Accum: 13

September 2025

Mon	Tue	Wed	Thu	Fri	Sat	Sun
25	26	27	28	29	30	31
1 HOL	2 X	3 X	4 X	5 X	6	7
8 X	9 X	10 X	11 X	12 X	13	14
15 X	16 X	17 X	18 X	19 X	20	21
22 X	23 X	24 X	25 XHS	26 X	27	28
29 X	30 X	1	2	3	4	5

Sept Atnd: 21 Accum: 34

October 2025

Mon	Tue	Wed	Thu	Fri	Sat	Sun
29	30	1 X	2 X	3 X	4	5
6 X	7 X	8 X	9 X	10 XHS	11	12
13 HOL	14 X	15 X	16 X	17 X	18	19
20 X	21 X	22 X	23 X	24 X	25	26
27 X	28 X	29 X	30 X	31 X	1	2
3	4	5	6	7	8	9

Oct Atnd: 22 Accum: 56

November 2025

Mon	Tue	Wed	Thu	Fri	Sat	Sun
27	28	29	30	31	1	2
3 X	4 X	5 X	6 X	7 X	8	9
10 X	11 X	12 X	13 X	14 X	15	16
17 X	18 X	19 X	20 X	21 X	22	23
24 FPT	25 FPT	26 NIA	27 HOL	28 NIA	29	30
1	2	3	4	5	6	7

Nov Atnd: 17 Accum: 73

December 2025

Mon	Tue	Wed	Thu	Fri	Sat	Sun
24	25	26	27	28	29	30
1 X	2 X	3 X	4 X	5 X	6	7
8 X	9 X	10 X	11 X	12 X	13	14
15 X	16 X	17 X	18 X	19 XHS	20	21
22 NIA	23 NIA	24 NIA	25 HOL	26 NIA	27	28
29 NIA	30 NIA	31 NIA	1	2	3	4

Dec Atnd: 15 Accum: 88

January 2026

Mon	Tue	Wed	Thu	Fri	Sat	Sun
29	30	31	1 HOL	2 NIA	3	4
5 TI	6 X	7 X	8 X	9 X	10	11
12 X	13 X	14 X	15 X	16 X	17	18
19 HOL	20 X	21 X	22 X	23 XELD	24	25
26 X	27 X	28 X	29 X	30 X	31	1
2	3	4	5	6	7	8

Jan Atnd: 18 Accum: 106

February 2026

Mon	Tue	Wed	Thu	Fri	Sat	Sun
26	27	28	29	30	31	1
2 X	3 X	4 X	5 X	6 X	7	8
9 X	10 X	11 X	12 XHS	13 NIA	14	15
16 NIA	17 X	18 X	19 X	20 X	21	22
23 X	24 X	25 X	26 X	27 X	28	1
2	3	4	5	6	7	8

Feb Atnd: 18 Accum: 124

March 2026

Mon	Tue	Wed	Thu	Fri	Sat	Sun
23	24	25	26	27	28	1
2 X	3 XHS	4 X	5 X	6 X	7	8
9 X	10 X	11 X	12 X	13 X	14	15
16 ED	17 X	18 X	19 X	20 X	21	22
23 NIA	24 NIA	25 NIA	26 NIA	27 NIA	28	29
30 X	31 X	1	2	3	4	5

Mar Atnd: 16 Accum: 140

April 2026

Mon	Tue	Wed	Thu	Fri	Sat	Sun
30	31	1 X	2 X	3 NIA	4	5
6 X	7 X	8 X	9 X	10 X	11	12
13 X	14 X	15 X	16 X	17 X	18	19
20 X	21 X	22 X	23 X	24 TI	25	26
27 X	28 X	29 X	30 X	1	2	3
4	5	6	7	8	9	10

Apr Atnd: 20 Accum: 160

May 2026

Mon	Tue	Wed	Thu	Fri	Sat	Sun
27	28	29	30	1 X	2	3
4 X	5 X	6 X	7 X	8 X	9	10
11 X	12 X	13 X	14 X	15 X	16	17
18 X	19 X	20 X	21 X	22 XHS	23	24
25 HOL	26	27	28	29	30	31
1	2	3	4	5	6	7

May Atnd: 16 Accum: 176

June 2026

Mon	Tue	Wed	Thu	Fri	Sat	Sun
25	26	27	28	29	30	31
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19 HOL	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

June Atnd: 0 Accum: 176

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: May 21, 2026

Subject: **FY27 Budget Draft III & 5-Year Plan - Summary Memorandum**
Board of Education Meeting, May 21, 2026

Attached is the FY27 Draft III and 5-Year Plan. Draft II of the FY27 Budget was presented as an update at the April 9Th Fiscal Workshop.

This budget continues to reflect the focus and commitment to our staff and students. Over the next several years, as reflected within the 5-Year Plan, the District will be faced with many difficult financial decisions as State funding is anticipated to be short of anticipated needs.

Due to continued unknowns such as the State of Illinois' Budget, finalization of the Evidence Based Funding Model and State funding reimbursement grants, Federal grants and health insurance, etc., numerous additional adjustments are needed. As this information becomes available, this budget will be modified as appropriate.

This draft represents where we left off last year, with some material modifications to Property Taxes, State Revenues, Interest Earnings, Salaries & Benefits, adjustments related to operational efficiencies as well as various other material line items.

Please note, operational efficiencies continue to be a focus throughout the District. In this budget draft, several of those operational efficiencies implemented in prior year have resulted in expense reduction and have been reflected. The District remains committed to this culture of operational efficiency, and as opportunities present themselves, future budget drafts will reflect these savings.

For your review, outlined below is a summary of the FY27 Budget Draft III and 5-Year Plan as well as several attachments that will help guide you through the document.

The following documents supporting the District's FY27 Budget Draft III & 5-Year Plan are as follows:

I. Budget & 5-Year Plan Assumptions & Summary – Below

II. Summary / Snapshot – Summaries, charts and graphs, to provide a different visual perspective of the FY27 Budget

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

Budget Assumptions & Summary

As with prior years, the FY27 Budget Draft reflects 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 FY27 Budget Draft III reflects the following material assumptions:

Revenue Assumptions

- ✓ The final 2025 Levy has been approved by the Board as well as finalized by Kane & McHenry Counties. As such, the levy has been extended at CPI, 2.9%, with New Construction at $60.0M. For Levy Year 2026, CPI is final at 2.7%. Furthermore, New Construction is estimated at $20M down to $10M in the out years FY28-FY31, with the remaining years of CPI estimated to decline from 2.3% to 2% by FY31.

  Please note, versus levy year's 2025 estimated New Construction of $60M, New Construction is conservatively estimated at $20M for levy year 2026 due to estimated lack of commercial construction in McHenry and Kane County combined with certain residential developments selling out in levy year 2025. This will be updated in a future draft of the Budget, pending if information is available.
- ✓ As part of the 2025 Levy, and the legislative bill that was past a few years ago, the Revenue Recapture is estimated at $150k which has been included within this draft and in the forecast years. **The final Revenue Recapture for Levy Year 2025 has been determined to be $252,810, and this adjustment will be reflected in the next Draft of the Budget.**
- ✓ Evidence Based State funding reflects the annual hold harmless with the additional Evidence Based Funding Model (EBF) of $305k per year.
- ✓ State Categorical Funding currently remains relatively flat with the FY26 Budget, with the District budgeting the receipt of all four payments and continuing this trend through the forecast years. This may need to be revised to the State further reducing/prorating Categorical Grants.
- ✓ FY27 Operational Interest Earnings are currently budgeted to decrease with the FY26 Budget at approximately $1.5 based upon current market conditions. This will be adjusted as we get closer to finalizing the budget.

Expenditure Assumptions

- ✓ ***Salaries reflect the District's collective bargaining agreements (CBA) and remain flat at 3.0% throughout the forecast years not under agreement. Non-union employees are budgeted to follow the HESPA CBA.***
- ✓ For FY27 and throughout the forecast years, due to the rising cost of healthcare, Health Insurance is currently budgeted to increase approximately 7% per year. This line item was adjusted with Draft II of the Budget to reflect current year's trend plus 7%. This is a line item that will need to be adjusted closer to the final budget.

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- ✓ Property & Liability and Workers Compensation Insurance is budgeted to increase 5% for FY27 and throughout the forecast years. ***This will be adjusted as final numbers were just received.***
- ✓ 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 $2.9M and approximates an $284k increase from prior year. Large capital projects expected for FY27 primarily includes the DX Cooling replacement at Heineman of approximately $2.8M and camera replacements at various buildings and carpet replacement at various buildings throughout the district. See Capital Projects below for additional budget information.
- ✓ Enrollment – See below

Enrollment

Enrollment is anticipated to decrease over the next several years primarily due to large exiting classes at the high school versus projected incoming kindergartners. This draft includes reductions in headcount for FY27 (see Modifications below). The District is committed to continue this effort, and may have to make difficult decisions regarding headcount as a result of the District's future financial forecast. As such, future adjustments will be made within the salary line item. In addition, offsetting the increase in inflation for supply purchases, building budgets are currently projected to stay flat over the same period of time.

Capital Projects and the use of the Capital Project Fund

Under the Governmental Accounting Standards Board (GASB), the primary intent of a Capital Projects Fund is to account for and report financial resources that are restricted, committed, or assigned for the acquisition or construction of major, long-term capital assets. This fund ensures legal and budgetary compliance by separating these large projects from daily operating expenses.

Historically, the District has used the Capital Projects Fund to pay down District debt associated with the Marlowe Middle School Addition from 2006. At that time, the Board of Education did not want to Levy this construction project, rather, it was decided that the District would pay for the construction and debt payment via incoming Impact Fee Revenue. In addition, as a result of of limited revenues in the Capital Projects Fund, all major operational capital projects have been paid out of the Operation's & Maintenance Fund.

In Fiscal Year 2025, the District made its final payment against the Marlowe addition. At the end of fiscal year 2025, the Capital Projects Fund has a Fund Balance of $3.018M.

Thus, at this time, it is Administration's recommendation to begin using this fund as outlined by GASB, and separate material capital projects from the District's operating funds. As a result, Administration is recommending moving approximately $2.8M for the DX Cooling project at Heineman out of the Operation's & Maintenance Fund to the Capital Project Fund. This will be reflected in the next draft of the FY27 Budget.

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Material Modifications to Date

Draft I

Updated the estimated Levy Year 2026 from Consumer Price Index from 2.3% to the actual of 2.7%

Updated the Levy Year 2025 New Construction from the initial estimate of $45M to the actual of $60M

Lowered the capital Bus Purchases expense by ($550k) due to reduced bus needs within Transportation, from $1.1M to $550k.

HESPA and Non-union salaries were recognized at 3% per the Collective Bargaining Agreement

Lowered Interest Revenue from last year's estimate of $2.1M to $1.5M due to lower investment interest rates

Draft II

Reduced New Adoptions expense by ($500k) for FY27

Increased Health ins by $900k based on FY26 trended actuals and increased by 7% to $18.25M. This amount may need to be adjusted again.

Reduced Categorical State revenue in Transportation by ($700k) due to estimated increased proration at the State level. This amount will be adjusted again at a later date, based on estimated actuals.

Draft III

As a result of retirements, resignations and un-filled positions, the District reduced Salaries by approximately ($1.2M). Retirement and resignation savings approximate $874k, and un-filled positions approximate $323k of savings.

In an effort to reduce FY27 expense, the Districted opted to lease it's FY27 Bus Purchases, resulting in a savings approximating ($382k).

Increased Athletic Participation Fee revenue by 35k

Summary

The current FY27 Budget Draft III reflects an Operating surplus of approximately $30k. Please note, additional risks and challenges and adjustments remain. Please see below.

A summary of the operating results follows. Please note that for comparative purposes, presented are the FY24 through FY25 Actuals, the FY26 Budget as well as the current FY27 Budget Drafts.

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

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	FY 24 Actuals	FY 25 Actuals	FY 26 Budget	FY 27 Draft I Budget	FY 27 Draft II Budget	FY 27 Draft III Budget
Operating Revenues	$ 131,212,266	$ 134,323,076	$ 139,298,066	$ 143,222,770	$ 142,522,770	$ 142,556,420
Operating Expenditures	$ 130,257,609	$ 133,242,956	$ 138,707,793	$ 143,746,110	$ 143,764,230	$ 142,526,177
Operating Surplus (Deficit)	**$ 954,657**	**$ 1,080,120**	**$ 590,273**	**$ (523,340)**	**$ (1,241,460)**	**$ 30,243**
Beginning Fund Balance	$ 37,570,203	$ 38,475,551	$ 39,617,693	$ 40,207,966	$ 40,207,966	$ 40,207,966
Ending Fund Balance	**$ 38,475,551**	**$ 39,617,693**	**$ 40,207,966**	**$ 39,684,626**	**$ 38,966,506**	**$ 40,238,209**
Reserve for Replacement	$ (4,100,000)	$ (4,100,000)	$ (4,100,000)	$ (4,100,000)	$ (4,100,000)	$ (4,100,000)
Unrestricted Fund Balance	$ 34,375,551	$ 35,517,693	$ 36,107,966	$ 35,584,626	$ 34,866,506	$ 36,138,209

Revenues
FY27 Operating Revenues are budgeted to increase approximately $3.3M or 2.3%.

Local Revenues are expected to increase by $3.6M, primarily the result of an increase in levy dollars, offset by a decrease in Interest Earnings.

Property Tax Revenues are budgeted to increase $4.1M primarily the result of the 2025 and 2026 Levy combined with the revenue assumption inputs above for CPI and new construction.

State Revenues are decreasing by approximately ($395k) driven by the result of the annual increase in the State's Evidence Based Funding (EBF) formula, offset by an estimated decrease in Categorical funding of ($700k)

Federal Revenues are currently budgeted to stay flat with the FY26 Budget at $3.9M. As more information is received regarding Federal funding, the budget will be adjusted.

Expenses
Operating Expenditures are budgeted to increase approximately $4.2M versus the FY26 Budget, primarily driven by the increase in Salaries & Benefits. Please see below:

Salaries and Benefits within the FY27 Budget Draft I increased $4.2M due to the following:

- ✓ HEA, HESPA and Non-Union salary increases of approximately $3.0M.
- ✓ Benefits increased $2.4M primarily due to the estimated $2.0M increase in Health Insurance as well as the increase in TRS and IMRF related to the salary increase.

Purchased Services is currently budgeted to decrease approximately ($468k) driven by the implementation and anticipated savings associated with Skyward. Please note that the balance in this account for FY26 included the one-time upfront payment of approximately $240k for the

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implementation and software. Material items in this grouping include: Contract Custodial $2.47M, Property, Liability and Workers Comp Insurance $1.4M, Contracted Transportation $500k, Repair & Maintenance Buildings $575k and Snow Removal $218k.

Supplies & Materials is budgeted to remain relatively fairly flat with the FY26 Budget, decreasing by approximately ($325k) to $8.0M, driven by a ($200k) decrease in New Adoption and a ($120k) decrease in Inventoriable Equipment Technology. Material items in this grouping include: Cafeteria Food, Technology Inventoriable Supplies (laptops and Chromebooks) $1.1M, New Adoptions $300k, Electricity $750k, Diesel Gasoline & Propane $400k and Natural Gas $360k.

Capital Outlay is currently budgeted to increase $354k versus the FY26 Budget to $3.3M. See above.

Other Objects is currently budgeted to remain flat with the FY26 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 FY27 Budget Draft III reflects a current Operating surplus of $30k. Please know that this amount will change as a result of future unknowns and adjustments. Please see below.

Continued Unknowns and Risks with the FY27 Budget:

- State revenues (EBF and Categoricals) have yet to be finalized. There is no guarantee that the State will set aside the annual $350M in additional education funding. 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 (supply chain, next year's CPI, interest earnings, new construction, etc.)

Future Adjustments

- ✓ Finalize the estimate for Levy Year 2026 New Construction
- ✓ Recognize the final Revenue Recapture for Levy Year 2025 as this has increase to approximately $253k
- ✓ Adjust Workers Comp and Property and Liability Insurance to actual, based upon final premiums. There are savings here that will be recognized.
- ✓ Recognize additional operationally efficiency savings estimates for Fuel and Paper
- ✓ Finalize all State Grants (EBF and Categoricals) including final State funding and CPPRT
- ✓ Finalizing the Transportation Claim
- ✓ Finalize the Health Insurance Estimate

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- ✓ Other Federal Funding, Title Grants, IDEA Grant, National School Lunch, etc.
- ✓ 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 high-level budget timeline for presenting and submitting a final FY27 Budget in September, 2026 follows: For a more detailed understanding of the budget timeline, Administration presented a Budget Development Timeline at the February Committee of the Whole Meeting.

June – The FY27 Tentative Budget presented
July – Updates as Needed
August – The FY27 Display Draft Budget presented
September – Final Budget adopted by the Board

5-Year Plan

The attached budget document includes 5-Year Plan information for the years FY27-FY31. The Forecast years of FY28-31 are presented with input assumptions for material revenues and expenditures. Beyond FY27, material line items from Curriculum, Operations and Maintenance and Technology have been adjusted, reflecting each department's 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, this plan does not currently reflect all 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.

Budget Summary

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

Huntley Community School District 158

	AFR FY 2023	AFR FY 2024		AFR FY 2025		BUDGET FY 2026	TENTATIVE FY 2027	$ CHANGE	% CHANGE
REVENUE									
Local	$80,573,538	$85,897,814	*6.6%*	$90,421,810	*5.3%*	$96,645,991	$100,299,345	*$3,653,354*	*3.8%*
State	34,002,315	37,624,386	*10.7%*	37,945,858	*0.9%*	38,730,062	38,335,062	*(395,000)*	*(1.0%)*
Federal	6,925,450	5,496,684	*(20.6%)*	3,779,771	*(31.2%)*	3,922,013	3,922,013	*0*	*0.0%*
Other	0	0		0		0	0	*0*	
TOTAL REVENUE	**$121,501,303**	**$129,018,884**	***6.2%***	**$132,147,439**	***2.4%***	**$139,298,066**	**$142,556,420**	**$3,258,354**	***2.3%***
EXPENDITURES									
Salaries & Benefits	$95,297,992	$99,570,602	*4.5%*	$104,335,954	*4.8%*	$111,621,302	$115,879,240	*$4,257,938*	*3.8%*
Purchased Services	13,710,426	12,087,353	*(11.8%)*	11,880,385	*(1.7%)*	11,967,930	11,499,476	*(468,454)*	*(3.9%)*
Supplies & Materials	7,838,148	8,789,365	*12.1%*	8,607,269	*(2.1%)*	8,345,367	8,020,367	*(325,000)*	*(3.9%)*
Capital Outlay	3,600,243	5,253,012	*45.9%*	2,760,217	*(47.5%)*	2,943,164	3,297,064	*353,900*	*12.0%*
All Other Objects	2,712,117	2,542,626	*(6.2%)*	3,538,514	*39.2%*	3,830,030	3,830,030	*0*	*0.0%*
TOTAL EXPENDITURES	**$123,158,926**	**$128,242,958**	***4.1%***	**$131,122,339**	***2.2%***	**$138,707,793**	**$142,526,177**	**$3,818,384**	***2.8%***
SURPLUS / DEFICIT	**($1,657,623)**	**$775,926**		**$1,025,100**		**$590,273**	**$30,243**	**($560,029)**	
OTHER FINANCING SOURCES / USES									
Other Financing Sources	$153,602	$28,793		$228,719		$0	$0	*$0*	
Other Financing Uses	($75,052)	($78,102)		($166,697)		$0	$0	*$0*	
TOTAL OTHER FIN. SOURCES / USES	**$78,550**	**($49,309)**		**$62,022**		**$0**	**$0**	***$0***	
SURPLUS / DEFICIT INCL. OTHER FIN. SOURCES	**($1,579,073)**	**$726,617**		**$1,087,122**		**$590,273**	**$30,243**	**($560,029)**	
BEGINNING FUND BALANCE	**$38,306,825**	**$36,727,752**		**$37,454,369**		**$38,541,491**	**$39,131,764**	***$590,273***	
AUDIT ADUSTMENTS TO FUND BALANCE	$0	$0		$0		$0	$0		
YEAR END FUND BALANCE	**$36,727,752**	**$37,454,369**		**$38,541,491**		**$39,131,764**	**$39,162,007**	**$30,243**	
FUND BALANCE AS % OF EXP	***30%***	***29%***		***29%***		***28%***	***27%***		
FUND BALANCE AS # OF MONTHS OF EXP	**3.58**	**3.50**		**3.53**		**3.39**	**3.30**		

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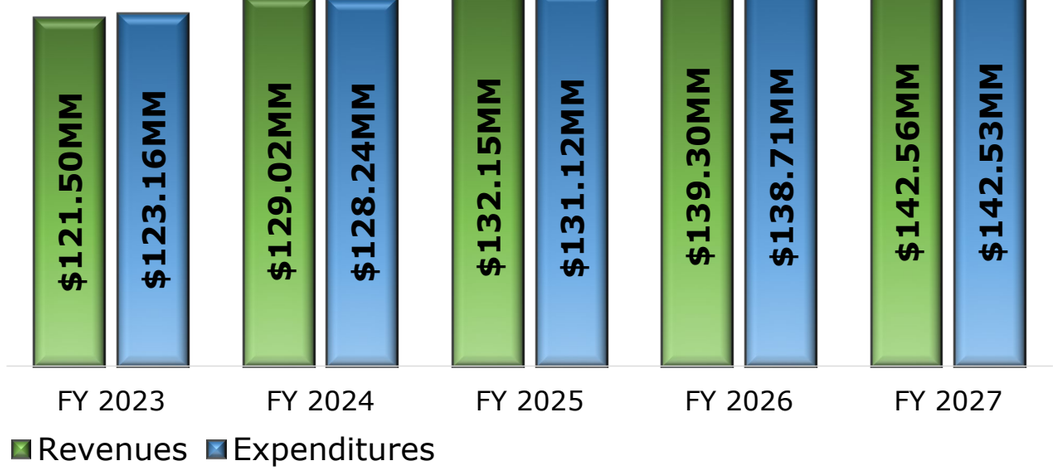
Budget Summary

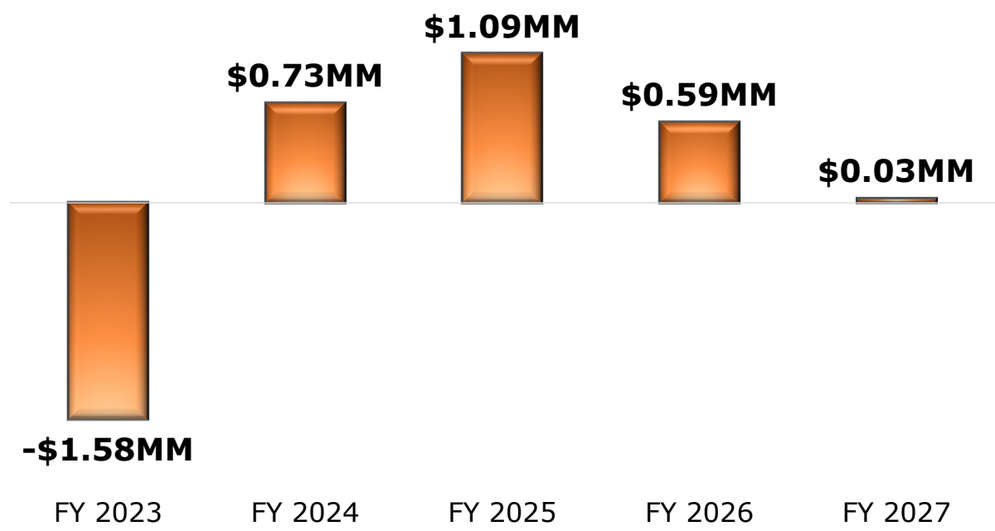
Educational | O & M | Transportation | IMRF / SS | Working Cash | Tort

Huntley Community School District 158

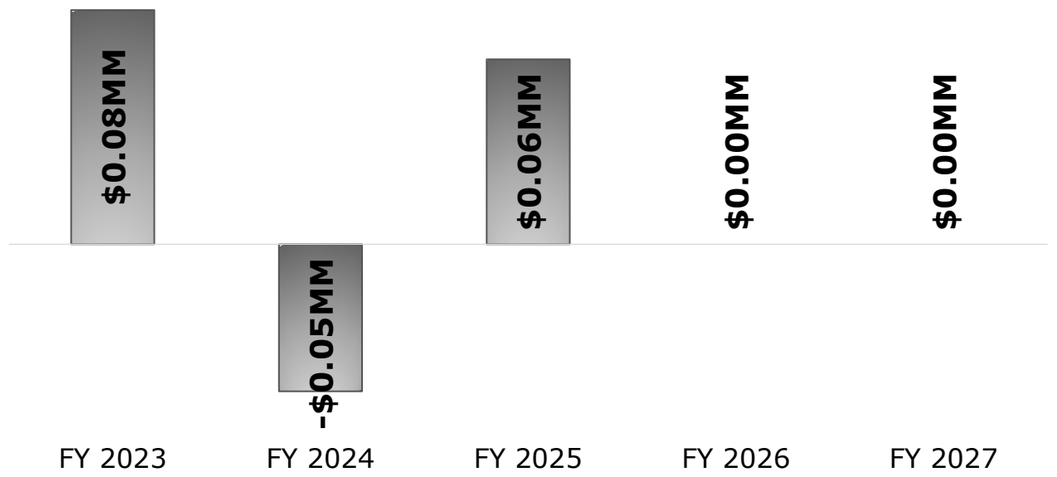
Revenues and Expenditures



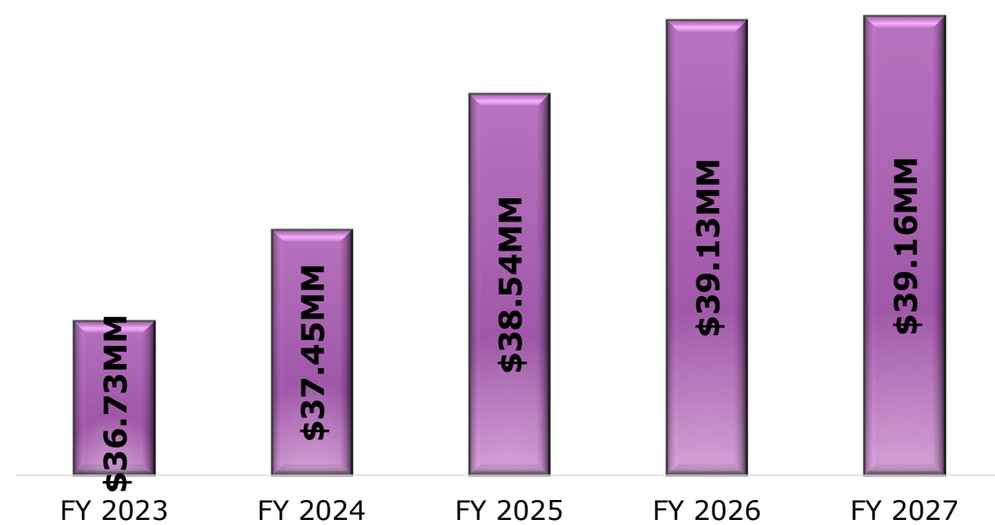
Fiscal Year Surplus / Deficit



Other Financing Sources & Uses



Year End Fund Balances



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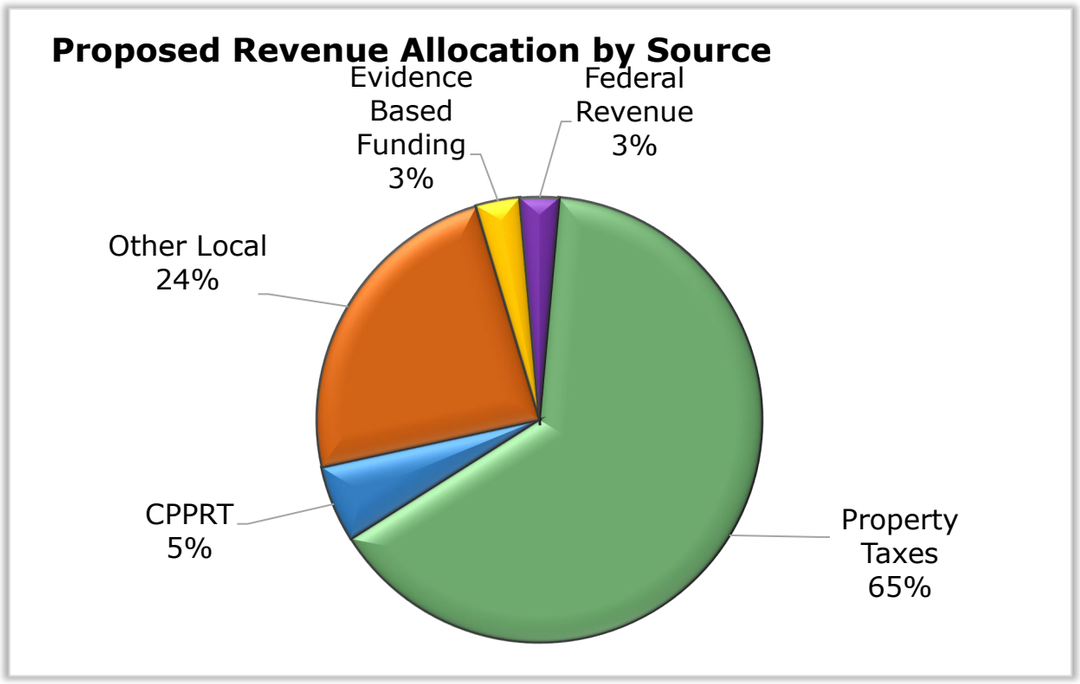
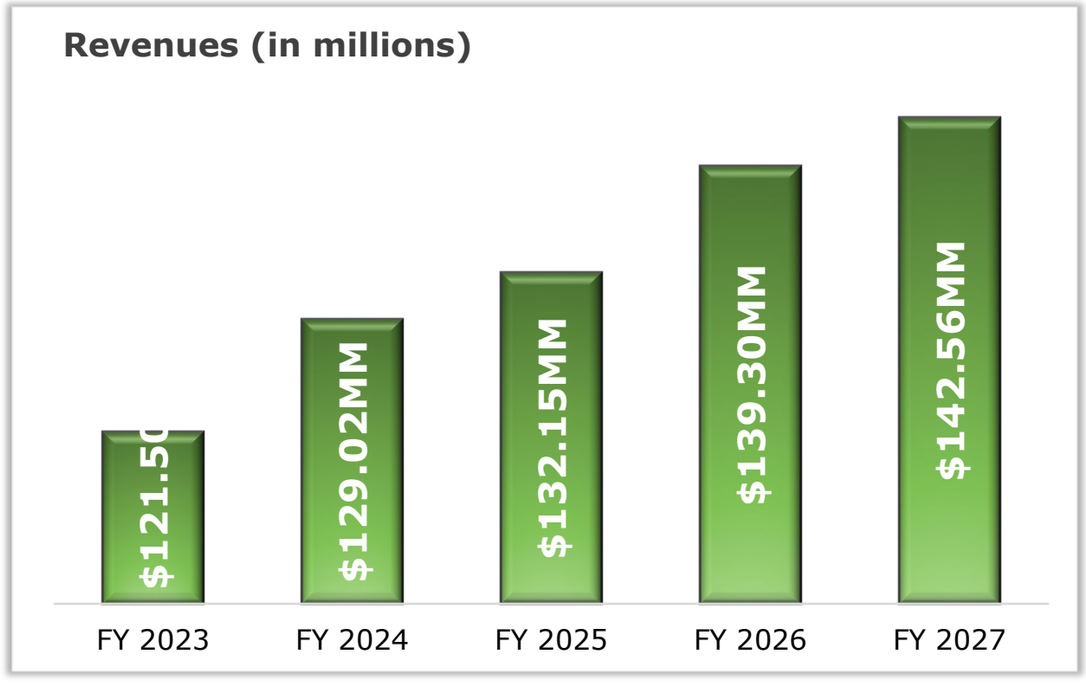
Revenue Budget Summary

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

Huntley Community School District 158

	AFR FY 2023	AFR FY 2024		AFR FY 2025		BUDGET FY 2026	TENTATIVE FY 2027	$ CHANGE	% CHANGE
LOCAL									
Property Taxes	$73,094,718	$77,530,223	*6.1%*	$82,943,011	*7.0%*	$87,533,160	$91,627,536	*$4,094,376*	*4.7%*
CPPRT	1,595,733	961,557	*(39.7%)*	961,557	*0.0%*	800,000	800,000	*0*	*0.0%*
Other Local	5,883,087	7,406,034	*25.9%*	6,517,242	*(12.0%)*	8,312,831	7,871,809	*(441,022)*	*(5.3%)*
TOTAL LOCAL REVENUE	**$80,573,538**	**$85,897,814**	***6.6%***	**$90,421,810**	***5.3%***	**$96,645,991**	**$100,299,345**	***$3,653,354***	***3.8%***
STATE									
Evidence Based Funding	$29,136,378	$31,959,335	*9.7%*	$33,189,797	*3.9%*	$33,473,581	$33,778,581	*$305,000*	*0.9%*
Other State	4,865,937	5,665,051	*16.4%*	4,756,061	*(16.0%)*	5,256,481	4,556,481	*(700,000)*	*(13.3%)*
TOTAL STATE REVENUE	**$34,002,315**	**$37,624,386**	***10.7%***	**$37,945,858**	***0.9%***	**$38,730,062**	**$38,335,062**	***($395,000)***	***(1.0%)***
TOTAL FEDERAL REVENUE	**$6,925,450**	**$5,496,684**	***(20.6%)***	**$3,779,771**	***(31.2%)***	**$3,922,013**	**$3,922,013**	***$0***	***0.0%***
FLOW-THROUGH REVENUE	**$0**	**$0**		**$0**		**$0**	**$0**	***$0***	
TOTAL REVENUE	**$121,501,303**	**$129,018,884**	***6.2%***	**$132,147,439**	***2.4%***	**$139,298,066**	**$142,556,420**	**$3,258,354**	***2.3%***





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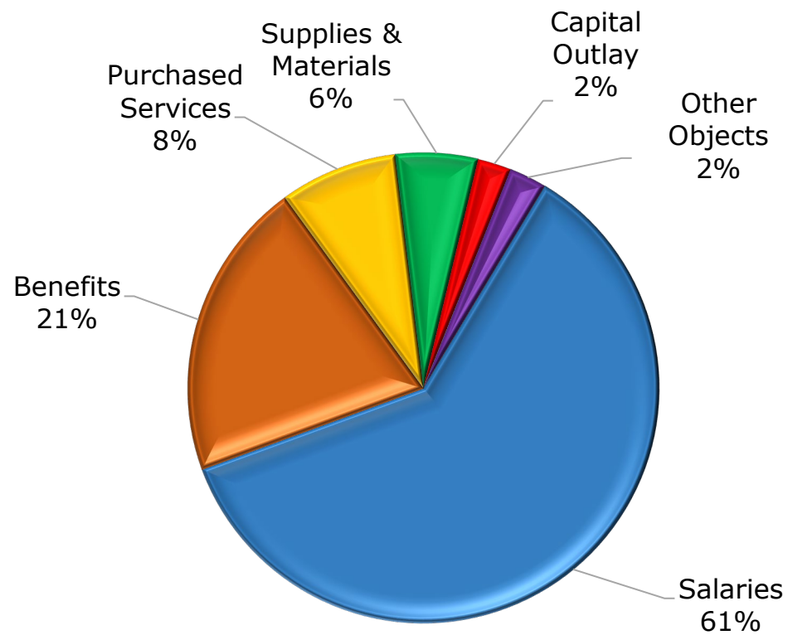
Expenditure Budget Summary

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

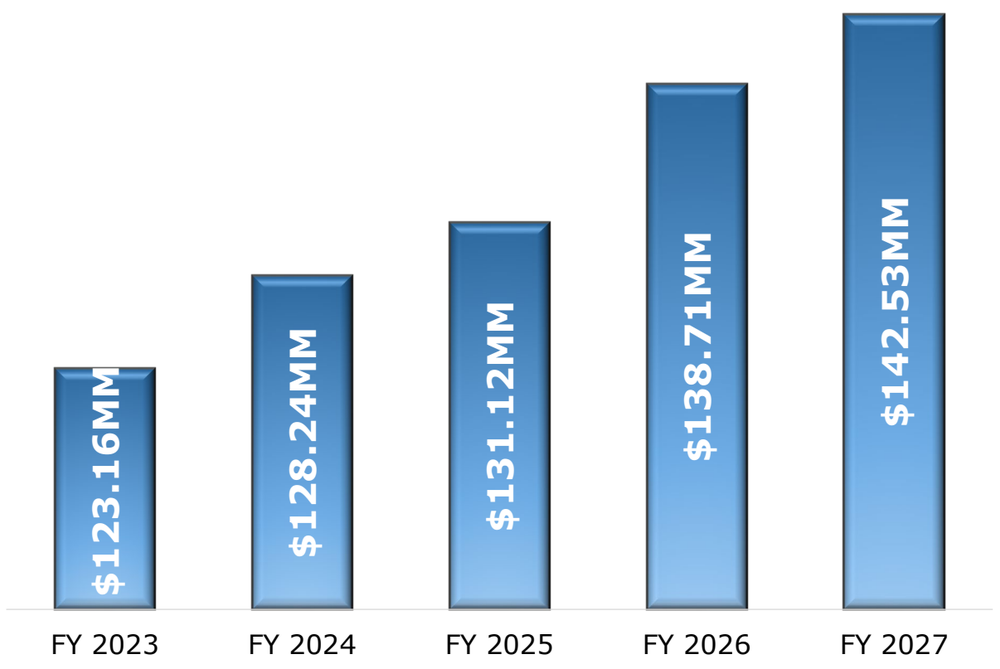
Huntley Community School District 158

	AFR FY 2023	AFR FY 2024		AFR FY 2025		BUDGET FY 2026	TENTATIVE FY 2027	$ CHANGE	% CHANGE
Salaries	$73,519,849	$77,154,655	*4.9%*	$78,858,019	*2.2%*	$84,654,308	$86,555,761	$1,901,453	*2.2%*
Benefits	21,778,143	22,415,947	*2.9%*	25,477,935	*13.7%*	26,966,994	29,323,479	2,356,485	*8.7%*
TOTAL SALARIES & BENEFITS	**$95,297,992**	**$99,570,602**	***4.5%***	**$104,335,954**	***4.8%***	**$111,621,302**	**$115,879,240**	**$4,257,938**	***3.8%***
Purchased Services	$13,710,426	$12,087,353	*(11.8%)*	$11,880,385	*(1.7%)*	$11,967,930	$11,499,476	($468,454)	*(3.9%)*
Supplies & Materials	7,838,148	8,789,365	*12.1%*	8,607,269	*(2.1%)*	8,345,367	8,020,367	(325,000)	*(3.9%)*
Capital Outlay	3,600,243	5,253,012	*45.9%*	2,760,217	*(47.5%)*	2,943,164	3,297,064	353,900	*12.0%*
Other Objects	2,563,901	2,367,103	*(7.7%)*	3,412,358	*44.2%*	3,666,078	3,666,078	0	*0.0%*
Non-Capitalized Equipment	148,216	175,523	*18.4%*	126,156	*(28.1%)*	163,952	163,952	0	*0.0%*
Termination Benefits	0	0		0		0	0	0	
Provision For Contingencies	0	0		0		0	0	0	
TOTAL ALL OTHER	**$27,860,934**	**$28,672,356**	***2.9%***	**$26,786,385**	***(6.6%)***	**27,086,491**	**$26,646,937**	**($439,554)**	***(1.6%)***
TOTAL EXPENDITURES	**$123,158,926**	**$128,242,958**	***4.1%***	**$131,122,339**	***2.2%***	**$138,707,793**	**$142,526,177**	**$3,818,384**	***2.8%***

Proposed Expenditure Allocation by Object



Expenditures (in millions)



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DISTRICT COMMUNICATION DASHBOARD

MAY 2026

(based on 4/1-4/30 data)

Website

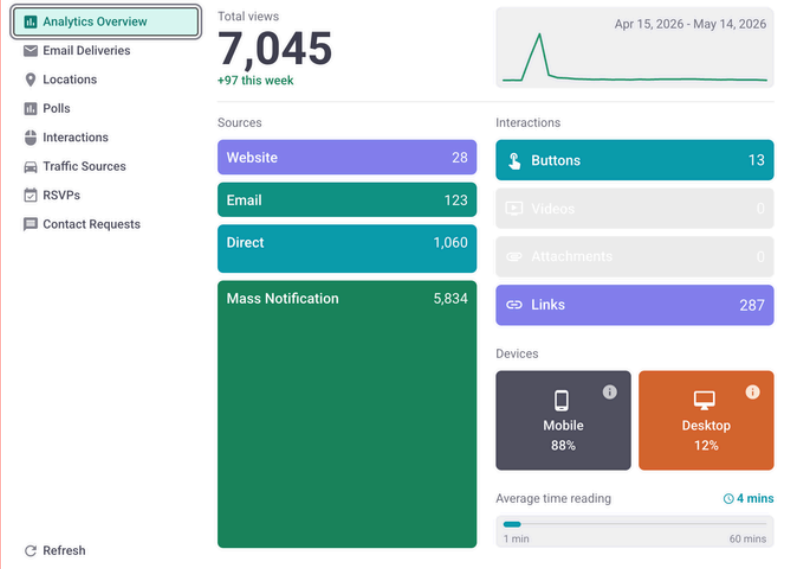
Analytics | All accounts > Huntley 158 Website | Huntley 158 Website

April - most viewed web pages

		Page title and screen class	Views	Active users	Views per active user	Average engagement time per active user	Event count All events
		Total	92,531 100% of total	20,848 100% of total	4.44 Avg 0%	1m 19s Avg 0%	388,991 100% of total
	1	Home - Huntley Community School District 158	12,662 (13.68%)	5,283 (25.34%)	2.40	24s	46,857 (12.05%)
	2	Daily Announcements - Huntley High School	9,812 (10.6%)	2,742 (13.15%)	3.58	58s	27,257 (7.01%)
	3	Calendars - Huntley Community School District 158	6,619 (7.15%)	3,467 (16.63%)	1.91	24s	28,588 (7.35%)
	4	Staff Directory - Huntley Community School District 158	4,173 (4.51%)	1,437 (6.89%)	2.90	1m 11s	25,598 (6.58%)
	5	Home - Huntley High School	4,025 (4.35%)	2,285 (10.96%)	1.76	28s	16,905 (4.35%)
	6	Login - Huntley Community School District 158	2,568 (2.78%)	762 (3.66%)	3.37	53s	13,350 (3.43%)
	7	HHS Calendar - Huntley High School	2,130 (2.3%)	966 (4.63%)	2.20	35s	8,411 (2.16%)
	8	Huntley 158 Staff Portal - Huntley Community School District 158	2,019 (2.18%)	510 (2.45%)	3.96	1m 04s	8,497 (2.18%)

Newslettter

April Family Newsletter

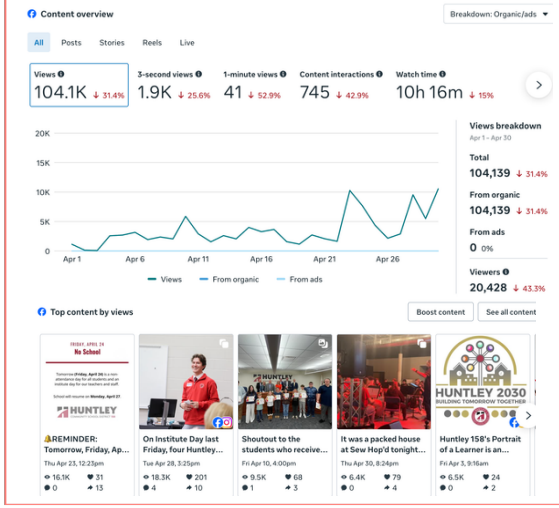


DISTRICT COMMUNICATION DASHBOARD

MAY 2026

(based on 4/1-4/30 data)

Facebook



YouTube

Subscribers: 2,770

LinkedIn

Followers: 1,124

Instagram



Events / Community Engagement



Silver Passes
777

District / Community Events
Kindergarten Sneak Peek attendance:
Mackeben: 93
Chesak: 86
Leggee: 54

Other Media

Track Meet incident on 5/12

- **CBS**
- **ABC7**
- **NW Herald**
- **WGN**
- **FOX 32**

23

5/13: HHS Partners with West Lake Building Products on Outdoor Classroom

DISTRICT COMMUNICATION DASHBOARD

TERMINOLOGY DEFINED

Website

Clicks = The number of times users actively interact with a clickable element on a website, such as a link, button, or ad. Measures engagement rather than visibility.

Impressions = The total number of times a web page is displayed on a user's screen.

Newsletters

Total views = The number of visitors newsletter received from the date it was published. *Note: Every visitor is counted as a unique view.*

Sources = The channels/platforms through which people have found/accessed the newsletter. *See below.*

- Google/Bing = Search engines
- Smore = Emailed directly from Smore (superintendent only)
- Website = Newsletter link (posted under News & Events on district website)
- Direct = Web browser URL
- Mass notification = Emailed from School Messenger

Interactions = How recipients are interacting with the newsletter by clicking on different links, buttons, etc. *Note: Videos category pertains to monthly views of Raider Roundtable video.*

Social Media

Views = When a post appears on someone's screen, whether their News Feed, a friend's timeline, group, or a page

Reach = The number of people who saw posts at least once.

Engagement = The number of reactions, comments, shares and clicks on posts.

Interactions = Likes, comments, shares, saves

Huntley 158 FOIA Report as of 5/14/26								
Request	**Date Received**	**Type**	**Requestor**	**Request**	**Due**	**Date Completed**	**Time Spent Preparing**	**Approximate Cost**
2025-68	3/17	Email	Starbridge	All executed contracts, purchase agreements, and purchase orders with Professional Learning/Development services including any exhibits, addenda, or amendments that are in effect or have been in effect in the last 3 years. For purposes of this request, professional learning or professional development services include agreements with providers, publishers, vendors, or government entities that supply: Professional development, training, or coaching provided by a curriculum publisher as part of, or in connection with, a curriculum or instructional materials contract. Professional development, training, or coaching provided by a third-party vendor or service provider supporting curriculum implementation. Professional development, training, or coaching related to teaching content or instructional practice that supports classroom instruction. Professional learning, professional development, training, or instructional services provided by state agencies, state-affiliated organizations, regional education service agencies, regional education offices, or similar regional or state entities.	4/21	4/20	3	$180

2025-72	3/24	Email	Data Branch	If your agency use any of these, we'd appreciate a copy of the signed contract. If none apply for a given category, just letting us know what you do use instead (or that you don't use that type of system at all) is equally helpful. Fleet Management Information Systems (FMIS) – software used to track and manage vehicle fleets: AssetWorks (M5, FleetFocus, Trapeze, EAM – assetworks.com), Faster Asset Management (fasterasset.com), Chevin Fleet Solutions (FleetWave), Fleetio, Dossier Systems/AMCS (amcsgroup.com), Collective Data (collectivedata.com), CFA Software, FleetMate, Agile Fleet/Fleet Commander Enterprise Resource Planning / Enterprise Asset Management (ERP/EAM) – software used to manage finances, procurement, or physical assets: **Tyler Munis/Tyler Technologies (tylertech.com),** CentralSquare (centralsquare.com), IBM Maximo (ibm.com/products/maximo), Limble CMMS, Hexagon (hexagon.com), Oracle/NetSuite, SAP, Enrich (enrichsoftware.com) Fleet Maintenance Software – software used to schedule and track vehicle repairs and servicing: MaintainX (getmaintainx.com), Maintenance Pro (mtcpro.com)	4/22	4/21	1.5	$90

2025-74	3/27	Email	J. Wenig	All purchase orders and/or payment records for non-person/vendor entities, such as companies, organizations, or contractors from January 1, 2025 to current date. Records should include, at minimum: Purchase date Vendor name Line item description Line item quantity Line item Amount If vendor names are coded in the file, please provide a vendor list with corresponding codes. Examples of relevant reports/records may include: check registers, procurement reports, standard PO detail reports, warrant/claims reports, and purchase order history reports, among others. This request excludes any purchase orders or payments issued to staff, employees, or individuals for payroll, reimbursements, stipends, or other personnel-related expenses.	4/27	4/24	0.5	$30
2025-77	4/9	Email	McHenry Times	Specifically, I request all emails and email attachments sent or received by any district employee, official, or board member that reference or mention “Steve Lefko” within the following date range: 1/1/2023 - the date that this request is processed. This request includes, but is not limited to: Internal (intra-district) emails Emails between district personnel and third parties Attachments to any responsive emails For clarity, please search email accounts of district administrators, board members, communications staff, and any other employees reasonably likely to have responsive records.	4/16	4/15	0.25	$15

2025-78	4/10	Email	J. Albertson	I request that the District re-issue these records with the following non-exempt data points visible: Statistical Performance Data: Athletic statistics (e.g., tackles, yards, touchdowns) are purely factual in nature and do not constitute "highly personal" information. These data points are routinely published in the public domain via local media, MaxPreps, and Hudl. The Illinois Public Access Counselor (PAC) has consistently held that statistical data is not exempt from disclosure (see PAC Op. 17-005 and 13-015). Coaching Comments and Justifications: These comments reflect the performance of public duties by District employees (the coaching staff) in their capacity as nominators for conference honors. Under 5 ILCS 140/7(1)(c), "the disclosure of information that bears on the public duties of public employees and officials shall not be considered an invasion of personal privacy." 3. Separability Requirement: Under 5 ILCS 140/7(1), the District is legally obligated to separate exempt information from non-exempt information. Redacting the names while leaving the corresponding stats and justifications visible is a reasonable and required separation that fulfills the transparency requirements of FOIA without violating student privacy. The current redactions prevent any meaningful understanding of the criteria used for these public honors—especially given your statement that no formal written rubrics or policies exist.	4/15	4/17	3	$180

2025-79	4/13	Email	Michael Henry	Pursuant to the Illinois Freedom of Information Act (5 ILCS 140), I request the following records: The name of all law firm(s) currently providing legal services to the district, and the name of any law firm(s) that have provided legal services to the district at any time within the past eight (8) years. Any current engagement agreement(s), contract(s), retention agreement(s), or fee schedule(s) with legal counsel in effect at any time during the past three (3) fiscal years. The total amount paid to each law firm for legal services for each of the past three (3) fiscal years. This may be satisfied by invoices, payment registers, accounts payable records, or other existing financial records reflecting such payments.	4/20	4/20	1.25	$75

2025-80	4/17	Email	McHenry Times	We seek the following records for the time period of January 1, 2026 through the present: **Policies and Guidance** Any and all policies, procedures, guidelines, or administrative directives concerning religious accommodations for students, including but not limited to accommodations related to Ramadan observance. **Ramadan-Specific Records** Any and all records, including memoranda, guidance documents, or internal communications, specifically addressing accommodations for students observing Ramadan. **Prayer Accommodations During School Hours** Any and all records reflecting policies, practices, or guidance regarding student prayer during the school day, including but not limited to: Use of designated spaces for prayer; Permission to leave class for religious observance; Staff instructions or administrative guidance concerning such practices. **Implementation and Communication** Any communications, including emails or memoranda, between district administrators, school staff, or external entities concerning the implementation of accommodations for students observing Ramadan. **Complaints or Requests** Any records reflecting requests for religious accommodations related to Ramadan, and any records reflecting how such requests were handled, including summaries or reports (excluding personally identifiable student information).	4/24	4/24	0.5	$60

2025-81	4/29	Email	Free 2 Know in Huntley	All email communications, including any attachments or embedded content, exchanged between Thomas Kempf (tkempf@district158.org or any other District email address used by him) and Maureen Chambers (mchambers@district158.org or any other District email address used by her) from January 1, 2026 through March 31, 2026, inclusive. This includes all messages in which one is the sender and the other is a direct recipient, carbon copy (CC), or blind carbon copy (BCC) recipient. All Google Chat / Google Workspace Chat (or any instant messaging) communications, including any attachments, shared files, or linked content, exchanged between Thomas Kempf and Maureen Chambers on the District's Google platform from January 1, 2026 through March 31, 2026, inclusive.	5/7	5/7	5	$300

Huntley Community School District 158 – Board of Education

Special Meeting Minutes

Date: Monday, May 4, 2026
Meeting: Special Meeting as per OMA and 5ILCS120/2c
Time: 6:15 PM
Location: District Office
650 Dr. John Burkey Drive
Door 2
Algonquin, IL 60102

Mission Statement: Our learning community will educate and empower all students always.
Board of Education Members: President, Mr. Paul Troy; Vice President, Mr. Sean Cratty; Secretary, Mrs. Melissa Maiorino; Mr. Rich Bobby; Mr. Andy Fekete; Mrs. Laura Murray, Mr. Chuck Ruth

Minutes

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

1. **Call to Order / Roll Call (A)** (Mr. Troy)
   Call to Order the Special Meeting for Monday, May 4, 2026, at 6:22 p.m.
   A quorum was met.
   Roll Call: Ayes 5 / Absent 2 / Motion Carried
   Mr. Fekete arrived at 6:39 p.m. and Mr. Bobby arrived at 6:45 p.m.
   Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy

2. **Public Comment** 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. No public comments were made at this time.

3. **Closed Session / Roll Call (A)** (Mr. Troy) Move to enter into closed session at 6:22 p.m. as indicated in the Open Meetings Act and 5ILCS120/2c for discussion of: (11) Matters relating to individual students. Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
   Roll Call: Ayes 5 / Nays 0 / Absent 2 / Motion Carried

4. **Adjournment (A)** (Mr. Troy)
   Mr. Troy moved and Mr. Fekete seconded to adjourn the meeting at 7:51 p.m
   Voice Call: Ayes 7 / Nays 0 / Motion Carried

Submitted by,

Sharon Piemonte, Board Operations
Melissa Maiorino, Board Secretary

_____ _____

President Date Secretary Date

Committee of the Whole with Closed Session
Thursday, May 7, 2026 6:00 PM Central

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

Rich Bobby:	Present
Sean Cratty:	Present
Andy Fekete:	Absent arrived at 6:58 p.m. Present
Melissa Maiorino:	Present
Laura Murray:	Present
Chuck Ruth:	Present
Paul Troy:	Present

Present: 7, Absent: 0

1. **Call to Order / Roll Call (A)** (Mr. Troy)
Call to Order the Committee of the Whole meeting for Thursday, May 7, 2025 at 6:00 p.m.
A quorum must be met.
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
Roll Call: Ayes 6 / Absent 1 / Motion Carried
Mr. Troy called to order the May 7, 2026, Committee of the Whole meeting at 6:00 p.m.

2. **Pledge of Allegiance** (Mr. Troy)
The Huntley Hurricanes led Pledge of Allegiance:

3. **Student Recognition** (Mr. Troy)
The following students will be recognized by the Board of Education:
Huntley Hurricanes Special Olympics Basketball Junior Team - 4th place at state
Presenter: Margaret Hoffman
Dr. Gill presented the Huntly Hurricanes Special Olympic Junior Basketball Team. The students introduced themselves and Dr. Gill highlighted the team's dedication and perseverance during the competition. She also shared how the competition benefited the students.

4. **Huntley Community School District 158 - Board of Education** (Dr. Zehr)
Employee Recognition Spotlight.
Dr. Zehr presented the staff recognitions, honoring retirees and staff with thirty years of service.

5. **Public Comment** (Mr. Troy)
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.
Public comment was made by Kathleen Traugtman recognizing and thanking Scott Iddings for the positive impact he had on her son's education.

6. **Revision and Adoption of the Agenda (A)** (Mr. Troy)
Motion to adopt the agenda as presented or with changes.
Recommendation: Seeking approval of the agenda.
Voice Call: Ayes 6 / Nays 0 / Motion Carried

Andy Fekete: Absent, Rich Bobby: Yea, Sean Cratty: Yea, Melissa Maiorino: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 6, Nay: 0, Absent: 1
Adoption of the agenda as presented. This motion, made by Paul Troy and seconded by Sean Cratty, Passed.

7. **Student Advisory Representative to the Board (R)** (Niko Knanishu)

7.1. **Student Led Professional Development (R)** (Niko Knanishu)
Niko Knanishu updated the board on the student-led professional development that occurred on Friday, April 24th. Two of the students who participated shared their experiences. The board and administration thanked the students for their outstanding work.

7.2. **Superintendent Student Advisory Committee (R)** (Niko Knanishu)
Student Advisory Representative, Niko Knanishu presented an overview of the final meeting of the Superintendent Advisory Committee that occurred on April 29th. Four of the students who participated in the committee shared their experiences. Ms. Lombard thanked the students for their contributions to the Superintendent's Student Advisory Committee. The board thanked the students for sharing their voices and asked the students some questions about their thoughts and feelings on various topics.

8. **Curriculum & Instruction Committee** (Mr. Fekete - Chair, Mr. Bobby, Mr. Ruth)

8.1. **Overnight Field Trips for 2026-27 (R)** (Dr. MacCrindle)
Administration will share an update on proposed overnight field trips slated for the 2026–27 school year.
Recommendation: This report is for informational purposes.
Dr. MacCrindle presented the proposed overnight field trips for the upcoming 2026-2027 school year. The board commented on the various opportunities available to our district's students.

8.2. **Consolidated District Plan (A)** (Dr. MacCrindle)
Dr. MacCrindle will present the Consolidated District Plan, a state-mandated plan to guide the use of federal grants, for approval.
Recommendation: Seeking approval of the Board of Education at the May 21, 2026, Board of Education meeting.
Dr. MacCrindle presented the Consolidated District Plan for the 2026-2027 school year. The board thanked administration for creating the plan. The plan was moved forward for approval at the May 21, 2027, Board of Education meeting.

8.3. **Contracts and Agreements for the 26-27 School Year (A)** (Dr. Gill and Dr. MacCrindle)
Administration will present the single-year and multi-year agreements and contracts to support the ongoing work within the Learning and Innovation department.
Recommendation: Seeking approval of the Board of Education at the May 21, 2026, Board of Education meeting.
Dr. MacCrindle and Dr. Gill presented the annual and multi-year contracts above the district threshold. The board asked questions and administration responded. The contracts were moved forward for approval at the May 21, 2026, Board of Education meeting. Remaining contracts were provided for informational purposes.

9. **Special Education Committee** (R) (Mr. Bobby - Chair, Mrs. Maiorino, Mrs. Murray)
Dr. Gill will provide the Special Services updates.
Dr. Gill presented the Intergovernmental Agreement with Evanston Skokie School District # 65. The board asked questions and Dr. Gill responded. The board commented on the district's ability to educate the majority of the district's special needs students.
Dr. Gill presented information on the Timely Meaningful Consultation that Local Education agencies are required to provide each year to private schools and homeschools within the district boundaries.

10. **Finance Committee** (Mr. Cratty - Chair, Mr. Ruth, Mr. Troy)

10.1. **Monthly Fiscal Updates (R)** (Mr. Altmayer)
Mr. Altmayer will provide the monthly fiscal updates, the Disbursement Report, and the Activity Fund Balance Report.
Recommendation: For informational purposes only.
Mr. Altmayer presented the monthly fiscal updates including the implementation of the Skyward financial system. Mr. Altmayer also updated the board on gas and diesel pricing. The board asked questions and Mr. Altmayer responded.

10.2. **Payables (A)** (Mr. Altmayer)
The Finance Committee is submitting the purchase orders at $611,939.28; imprest checks at $88,510.99; and accounts payable at $6,685.00.
Recommendation: Seeking approval of the Board of Education at their next regular meeting.
Mr. Altmayer presented the purchase orders, imprest checks and accounts payables. The payables were moved forward for approval at the next board of education meeting.

10.3. **Revenue & Expenditures Report (R)** (Mr. Altmayer)
Monthly report for review and comment.
Recommendation: For informational purposes only.
Mr. Altmayer presented the monthly revenue and expenditures report for review. The health committee met with a co-op insurance company and is investigating our options to help bring down health care costs.

10.4. **Revenue Contract (A)** (Mr. Altmayer)
Mr. Altmayer will seek approval of the fundraising contracts as presented.
Recommendation: Seeking approval of the Board of Education at their next regular meeting.
Mr. Altmayer presented the monthly revenue and expenditures report for review. The board asked questions about the crowdfunding contracts and Mr. Altmayer responded. The board requested the minimum crowdfunding percentage be included on the district's form.

11. **Human Resources Committee** (Mr. Ruth - Chair, Mr. Fekete, Mr. Cratty)
Nothing at this time.

12. **Building and Grounds Committee** (Mr. Troy - Chair, Mr. Bobby, Mr. Cratty)

12.1. **Operations and Maintenance Updates (R)** (Mr. Lindquist)
Mr. Lindquist will report on Operations and Maintenance project updates.
Recommendation: For informational purposes only.
Mr. Lindquist presented the Operations and Maintenance updates. The board asked questions and Mr. Lindquist responded.

12.2. **GSF USA, Inc. Three Year Contract Extension (A)** (Mr. Lindquist)
Mr. Lindquist will present the three-year extension to the GSF, Inc. contract.
Mr. Lindquist presented the three-year extension to the GSF USA, Inc contract. The board asked questions and the contract was moved forward for approval at the next Board of Education.

13. **Legislation/Policy Committee** (Mrs. Maiorino - Chair, Mrs. Murray, Mr. Troy)

13.1. **Legislation Updates (R)** (Mr. Troy)
Legislative updates will be provided.
Recommendation: For informational purposes only.
House Bill 4536 passed the house and is going to the senate with full support. It addresses trauma-informed training which can be covered in our GCN (Global Compliance Network) training.

13.2. **Policy Updates** (A) (Ms. Lombard)
PRESS Updates March 2026, Issue 121. Recommended changes to Board policy.
Recommendation: Seeking approval to move the policies forward for a first reading at the next Regular BOE meeting.
Ms. Lombard presented the recommended changes to board policies. District 158 will not change policy 4:165. The policies were moved forward for a second reading at the next regular board of education meeting.

14. **Community Relations and Student Outreach Committee** (Mrs. Murray - Chair, Mr. Fekete, Mrs. Maiorino)
Recommendation: For informational purposes only.
Ms. Barr presented the Community Relations and Student Outreach Committee updates. The board commented on the LIGHT program graduation. The board commented on the signing day at Huntley High School. The board asked questions about the registration fees and possible payment options.
The board made comments about the technology sound performance at the last meeting.

15. **Board of Education** (Mr. Troy)

15.1. **Minutes (D)** (Mr. Troy)
The following meeting minutes have been prepared for review:
March 10, 2026, Parent Teacher Advisory Committee meeting minutes
April 2, 2026, Committee of the Whole meeting minutes
April 9, 2026, Finance Committee Meeting minutes
April 16, 2026, Board of Education meeting minutes
Recommendation: Seeking to move these minutes forward for approval of the Board at their next regular meeting.
The minutes were moved forward for approval at the next regular Board of Education meeting.

16. **Public Comment** (Mr. Troy)
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.
Nothing at this time.

17. **Closed Session / Roll Call (A)** (Mr. Troy)
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; (6) Purchase or lease of real property by the public body; (10) Student discipline; (11) Matters relating to individual students; (15) Discussion of minutes of meetings lawfully closed under this Act.
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
Roll Call: Ayes / Nays / Absent / Motion _____
Mr. Troy moved and Mr. Bobby seconded to move into closed session at 8:52 p.m. This motion, made by Paul Troy and seconded by Rich Bobby, Passed.
Andy Fekete: Yea, Rich Bobby: Yea, Sean Cratty: Yea, Melissa Maiorino: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 7, Nay: 0, Absent: 0

17.1. **Exit Closed Session / Voice Call (A)** (Mr. Troy)
Mr. Troy adjourned the closed session at 10:32 p.m.

18. **Resume in Public Session / Roll Call (A)** (Mr. Troy)
Resume the Committee of the Whole meeting at 11:35 p.m.:
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
Roll Call: Ayes 7 / Absent 0 / Motion Carried
Mr. Troy resumed open session at 11:35 p.m.

19. **Adjournment (A)** (Mr. Troy)
Motion to adjourn the meeting at11:36 p.m.
Voice Call: Ayes / Nays / Motion Carried
Mr. Troy moved and Mr. Fekete seconded to adjourn the May 7, 2026, Board of Education meeting at 11:36 p.m.

Submitted by,

Sharon Piemonte, Board Operations
Melissa Maiorino, Board Secretary

_____ _____
President Date Secretary Date

Huntley Community School District 158 – Board of Education

PTAC Meeting Minutes

Date: Tuesday, March 10, 2026
Meeting: Parent Teacher Advisory Committee (PTAC)
Time: 6:00 PM
Location: District 158 Administration Office – Room 180 650 Dr. John Burkey Drive ▪ Algonquin, IL 60102

Policy connection for meeting:

Policy 7:130, *Student Rights and Responsibilities*; 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*

Agenda

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

1. **Call to Order** (Ms. Lombard)
   Ms. Lombard called the Parent Teacher Advisory Committee meeting to order at 6:05 p.m.
2. **Public Comment** (Ms. Lombard) No comment.
3. **Welcome and Introductions** (Ms. Lombard)
   Ms. Lombard introduced the administrators who will be presenting.
4. **Review of Agenda, Activities, Expectations, and Goals for the Evening** (Ms. Lombard) Ms. Lombard briefly reviewed the activities for the meeting.
   - Review of Peer Conflict vs. Bullying
   - Policy 7:130, *Student Rights and Responsibilities*
   - Policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*
5. **Review of Peer Conflict vs. Bullying Discussion** (Mrs. Baughman)
   Mrs. Baughman reviewed the outcomes from the December 2025 PTAC meeting regarding Peer Conflict vs. Bullying
   a. Provide tools for parents that will be posted on the website:
   b. Distinguishing between **Peer Conflict** (a natural part of growing up) and **Bullying** (a harmful power imbalance) is about identifying three things: **Intent, Frequency, and Power**.
   c. Provide definitions or examples of each, a guide to communication (i.e., who to contact), and share the same communications with parents that are shared with students in lessons
   d. Provide questions that can be used to differentiate whether the situation is **Peer Conflict** or **Bullying**
6. **Activities Related to Policy 7:130 and 7:180** (Ms. Lombard)
   Members participated in an activity to determine which heading best fit the generic scenarios provided. Headers included: Student Rights and Student Responsibilities.
   - What are a student's rights vs. their responsibilities?
   - What responsibilities or consequences follow a student's rights?
   - Do students' rights connect with one or multiple responsibilities?

7. **Adjournment** (Ms. Lombard)
   Meeting adjourned at 8:25 p.m.

Minutes respectfully submitted by

Lorie Woods, Director of Administrative Services
Melissa Maiorino, Board Secretary

_____ _____

President Date Secretary Date

Committee of the Whole with Closed Session
Minutes
Thursday, April 2, 2026 6:00 p.m.

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

Rich Bobby:	Present
Sean Cratty:	Present
Andy Fekete:	Present
Melissa Maiorino:	Present
Laura Murray:	Present
Chuck Ruth:	Present
Paul Troy:	Present

Present: 7.
Ms. Maiorino joined remotely, via phone/dial-in connection.

1. **Call to Order / Roll Call (A)** (Mr. Troy)
Call to Order the Committee of the Whole meeting for Thursday, April 2, 2026, at 6:00 p.m.
A quorum must be met.
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
Roll Call: Ayes 7 / Absent 0 / Motion Carried
Mr. Troy called to order the April 2, 2026, Committee of the Whole meeting at 6:00 p.m.

2. **Pledge of Allegiance** (Mr. Troy)
The following Huntley High Five winners will lead us in the Pledge of Allegiance:
Eleanor Iverson - 2nd grade, Chesak; Eden Steinmetz - 5th grade, Conley; Quin Fawson - Kindergarten, Mackeben; Mia Munoz -5th grade, Martin; Beckett Peters - 2nd grade, Leggee; Isabella Robin - 8th grade, Heineman Middle School; Benjamin Stralka - 6th grade, Marlowe Middle School; Tyler Kwilos - 9th grade, Huntley High School; Joseph Zimmerman - LIGHT Program.
The Huntley High Five winners led us in the pledge of allegiance. The students introduced themselves and Ms. Lombard read the nominations their teachers submitted.

3. **Public Comment** (Mr. Troy)
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.
Francesca Anderson made follow-up comments with regard to a situation her son had at Huntley High School.
Marissa Rentas made follow-up comments with regard to a situation her son experienced at Huntley High School.

4. **Revision and Adoption of the Agenda (A)** (Mr. Troy)
Motion to adopt the agenda as presented or with changes.
Recommendation: Seeking approval of the agenda.
Voice Call: Ayes 7 / Nays 0 / Motion Carried

Mr. Troy moved and Mr. Bobby seconded to adopt the agenda with changes to remove closed-session exceptions: (9) student discipline and (11) litigation.

5. **Curriculum & Instruction Committee** (Mr. Fekete - Chair, Mr. Bobby, Mr. Ruth)

5.1. **HS Honors Science Materials through McGraw-Hill (A)** (Dr. MacCrindle)
Dr. MacCrindle requests that the Curriculum and Instruction Committee place the McGraw-Hill Science materials for High School Honors courses on a 30-day review beginning on April 3, 2026, with the recommendation for final approval to be brought to the Board of Education at the May 21, 2026, Board of Education meeting.
Recommendation: Seeking approval as presented.
Dr. MacCrindle presented the high school honors science materials and asked the board to place the material on a thirty-day review beginning on April 3, 2026. The board asked questions about the district's access to updates made to the material, throughout the contract period. The board also asked Dr. MacCrindle to explain the need for a separate honors curriculum and asked about the possibility of adding additional science honors courses in the future. The materials will be brought to the board on May 21, 2026, for approval.

5.2. **MS Social Studies Materials through National Geographic and McGraw-Hill (A)** (Dr. MacCrindle)
Dr. MacCrindle requests that the Curriculum and Instruction Committee place the National Geographic and McGraw-Hill Social Studies materials for Middle School on a 30-day review beginning on April 3, 2026, with the recommendation for final approval to be brought to the Board of Education at the May 21, 2026, Board of Education meeting.
Recommendation: Seeking approval as presented.
Dr. MacCrindle presented the middle school social studies materials and placed them on a thirty-day review beginning on April 3, 2026. The materials will be brought to the board on May 21, 2026, for approval.
The board asked about the possibility of adding Artificial Intelligence (AI) classes in the future.

6. **Special Education Committee** (R) (Mr. Bobby - Chair, Mrs. Maiorino, Mrs. Murray)
Dr. Gill will provide the Special Services updates.
Dr. Gill presented information on the carpet circles that were added to the boardroom floor. Such features reflect our district's Strategic Plan - "Portrait of a Learning Environment" by prioritizing a safe, supportive, and inclusive atmosphere that enhances engagement and fosters social-emotional growth.

7. **Finance Committee** (Mr. Cratty - Chair, Mr. Ruth, Mr. Troy)

7.1. **Monthly Fiscal Updates (R)** (Mr. Altmayer)
Mr. Altmayer will provide the monthly fiscal updates, the Disbursement Report, and the Activity Fund Balance Report.
Recommendation: For informational purposes only.
Mr. Altmayer presented the revenue and expenditures report. The Skyward Financial System was launched on April 1st. Final tax computations were provided by the counties. Next week the financial committee meeting workshop will take place on April 9th. The board commented on the initial discussion to replace the financial system began in 2008. The board asked about the threshold for large purchases on the disbursement report.

7.2. **Payables (A)** (Mr. Altmayer)
The Finance Committee is submitting the purchase orders at $391,670.42 and imprest checks at $918,434.57.
Recommendation: Seeking approval of the Board of Education at their next regular meeting.
Mr. Altmayer presented the district 158 payables. The payables were moved forward for approval at the next regular Board of Education meeting.

7.3. **Revenue & Expenditures Report (R)** (Mr. Altmayer)
Monthly report for review and comment.
Recommendation: For informational purposes only.
Mr. Altmayer presented the revenue and expenditures report. The board asked if bonds would be included in the finance committee meeting workshop next week.

7.4. **School Bus Bid (A)** (Dr. Zehr)
Dr. Zehr and Mr. Altmayer will present the bus bid.
Recommendation: Seeking approval of the Board at their next Regular Meeting.
Dr. Zehr and Mr. Altmayer presented the school bus bid. The board asked questions about diesel vs. gas buses. The board asked about the CD's being multi-year. They also questioned whether declining enrollments will affect the district's bus needs in the future. There will not be any wait time on the small buses, as they are available. These purchases do not include any trade in buses. The bus bid was moved forward for approval at the next regular Board of Education meeting.

7.5. **McHenry County Regional Safe School Program** (A) (Ms. Lombard)
The District and McHenry County are extending their Intergovernmental Agreement for the Safe School Program.
Recommendation: Administration recommends that the Board of Education approve the attached resolution authorizing participation in the McHenry County Regional Safe School program by extending the validity period and adhering to all provisions of the existing Intergovernmental agreement.
Ms. Lombard presented the McHenry County Regional Safe School program intergovernmental agreement. The board asked about the funding and if the fees are covered by grants, which they are not. They also asked to have the original agreement presented for review. The original from 1998 was located and will be provided to board members. The agreement was moved forward for approval at the next regular Board of Education meeting.

7.6. **Illinois Elementary School Association Membership (A)** (Lombard)
Administration recommends that the Finance Committee move the renewal for Marlowe Middle School and Heineman Middle School to continue membership in the IESA membership for the 2026-2027 school year to the Regular Board meeting on April 16, 2026, for approval.
Recommendation: Seeking approval of the Board at their next regular meeting.
Ms. Lombard presented the Illinois Elementary School Association membership renewal for the 2026-2027 school year. The board asked why golf is not included. Golf can be added if/when a student(s) confirms their interest. The membership was moved forward for approval at the next regular Board of Education meeting.

8. **Human Resources Committee** (Mr. Ruth - Chair, Mr. Fekete, Mr. Cratty)

8.1. Northwestern Worksite Statement of Work (A) (Dr. Zehr)
Dr. Zehr will present the Statement of Work with Northwestern Medicine.
Recommendation: Seeking approval of the Board at their next Regular Meeting.
Dr. Zehr presented the Northwestern Worksite Statement of Work with Northwestern Medicine. Mr. Ruth stated he is on the Northwestern Board for full disclosure, and will not be participating in any discussion about Northwestern. The statement was moved forward for approval at the next regular Board of Education meeting.

9. **Building and Grounds Committee** (Mr. Troy - Chair, Mr. Bobby, Mr. Cratty)

9.1. **Operations and Maintenance Updates (R)** (Mr. Lindquist)
Mr. Lindquist will report on Operations and Maintenance project updates.
Recommendation: For informational purposes only.
Mr. Lindquist presented the Operations and Maintenance project updates. Included in the updates were the Heineman DX cooling replacement project, natural gas procurement update and the FMX work order report. The board stated the need to lock in the rate was due to the volatility of the market as a result of the conflict in the Middle East.

10. **Legislation/Policy Committee** (Mrs. Maiorino - Chair, Mrs. Murray, Mr. Troy)

10.1. **Legislation Updates (R)** (Mr. Troy)
Mr. Troy and Mrs. Maiorino will provide information about their participation in the Illinois Association of School Boards' Advocacy Day on March 24, 2026.
Recommendation: For informational purposes only.
Mr. Troy and Mrs. Maiorino shared information from their recent participation at the Illinois Association of School Boards' Advocacy Day on March 24, 2026. The board asked about the proposed bill to ban cell phone usage in classrooms. Beginning in August 2025 there is a new School Mandate Reduction Council focused on reducing unfunded mandates on schools to protect taxpayers.

10.2. **Resolution and Policy Amendments (A)** (Dr. Zehr)
Resolution on health insurance for substitute employees and policy amendments.
Recommendation: Administration recommends that the Board of Education adopt the resolution on health insurance for substitute employees and move the policies forward for a first reading by the board at the next regular Board of Education meeting.
Dr. Zehr presented a Resolution on Health Insurance for Substitute Employees. The board asked for clarification on the resolution. The resolution was moved forward for approval at the next regular Board of Education meeting.

10.3. **Review of Policy 7:130 (D)** (Ms. Lombard)
The Board will review Policy 7:130 and provide Ms. Lombard with any direction specifically around parameters of active protests/walkouts. Discussion will also focus on whether any changes should be made to the policy or potential administrative procedures.
Recommendation: For informational purposes only.
Ms. Lombard presented board policy 7:130 Student Rights and Responsibilities for board review. The Student Advisory Representatives shared the discussion that took place at Huntley High School during the Principal Leadership Council meeting with over seventy students. The board discussed what if any changes or additions should be made to the policy and/or student handbook. The consensus was that the board policy should stay broadly focused, and the

Student Handbook should be updated to outline the incident type, definitions and potential responses.

11. **Community Relations and Student Outreach Committee** (Mrs. Murray - Chair, Mr. Fekete, Mrs. Maiorino)
Recommendation: For informational purposes only.

11.1. **Monthly Communications Updates (R)** (Ms. Barr) Ms. Barr will provide the monthly communications updates.
Recommendation: For informational purposes only.
Ms. Barr presented the monthly communication updates, including the renewal of a one-year contract with School Messenger, which will expire on June 30, 2026. She shared the first of a series of videos, "Portrait of a Learner." The March edition of the "What's Great in 158" video has been shared on the district's social media accounts, along with the March Raider Roundtable video podcast. Ms. Barr included the family and staff newsletters in the update, and shared the upcoming District events, including kindergarten registration is underway.

12. **Board of Education** (Mr. Troy)

12.1. **Resolution 2026-01 (A)** (Ms. Lombard)
Approval of forty-seven executive closed session meeting minutes from the term of the previous Superintendent/Interim Superintendent and Board Secretary/Board Recording Secretary.
Recommendation: Seeking approval of the board at the next Board of Education meeting as presented.
Ms. Lombard presented Resolution 2026-01 to approve forty-seven closed session meeting minutes from the term of the previous Superintendent/Interim Superintendent and Board Secretary/Board Recording Secretary. The board discussed the need for the resolution. The minutes were moved forward for approval at the next regular Board of Education meeting.

12.2. **Minutes (D)** (Mr. Troy)
The following meeting minutes have been prepared for review:
March 5, 2026, Committee of the Whole Meeting Minutes
March 19, 2026, Board of Education Meeting Minutes
Recommendation: Seeking to move these minutes forward for approval of the Board at their next regular meeting.
Mr. Tory presented the March 5, 2026, and March 19, 2026, minutes for review. These minutes were moved forward for approval at the next regular Board of Education meeting.

12.3. **Student Advisory Representatives (R)** (Niko Knanishu and Emma Jorgensen)
Niko and Emma will provide an update on the Student Advisory Representative applications.
Recommendation: For informational purposes only.
The Student Advisory Representatives updated the board on the application process to select a Junior Student Advisory Representative for the 2026-27 school year. There are seven candidates who will be interviewed by the Student Advisory Representatives on April 7th and 8th between the hours of 5:00 p.m. and 8:00 p.m.

13. **Public Comment** (Mr. Troy)
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.
No public comments were made at this time.

14. **Closed Session / Roll Call (A)** (Mr. Troy)
Move to enter into Closed Session at 8:24 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; (10) Student Disciplinary;(11) Matters relating to individual students; (12) Litigation; (15) Discussion of minutes of meetings lawfully closed under this Act.
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
Roll Call: Ayes 7 / Nays 0 / Absent 0 / Motion Carried
Mr. Troy moved and Mr. Fekete seconded to move into closed session at 8:24 p.m.

14.1. **Exit Closed Session / Voice Call (A)** (Mr. Troy)
Mr. Troy moved and Mr. Cratty seconded to exit closed session at 00:00 p.m.

15. **Resume in Public Session / Roll Call (A)** (Mr. Troy)
Resume the Committee of the Whole meeting at 9:23 p.m.
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
Roll Call: Ayes 6 / Absent 1 / Motion Carried
Mr. Troy resumed the public session at 9:23 p.m.
Mrs. Maiorino did not rejoin open session via phone/dial in connection.

16. **Adjournment (A)** (Mr. Troy)
Motion to adjourn the meeting at 9:24 p.m.
Voice Call: Ayes 6 / Nays 0 / Motion Carried
Mr. Troy moved and Mr. Cratty seconded to adjourn the closed session at 6:00 p.m.

Submitted by,

Sharon Piemonte, Board Operations
Melissa Maiorino, Board Secretary

_____ _____
President Date Secretary Date

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

Finance Committee Meeting
Thursday, April 9, 2026 6:00pm

Rich Bobby:	Absent
Sean Cratty:	Present
Andy Fekete:	Present
Melissa Maiorino:	Present
Laura Murray:	Absent
Chuck Ruth:	Present
Paul Troy:	Present

Present: 5, Absent: 2.
Sean Cratty arrived at 6:05 p.m.
Melissa Maiorino arrived at 6:12 p.m.

1. **Call to Order / Roll Call (A)** (Mr. Troy)
Members: Mr. Cratty - Chair, Mr. Ruth, Mr. Troy
Mr. Troy called to order the April 9, 2026 Board of Education meeting at 6:03 p.m.

2. **Public Comment** (Mr. Troy)
No public comments were made at this time.

3. **Welcome/Introductions** (Mr. Troy)
Mark Altmayer, Chief Financial Officer and Bob Lewis from PMA.

4. **Expectations and Goals for the Evening** (Mr. Troy)
Mark Altmayer presented a PowerPoint presentation highlighting the financial review and other funding opportunities. Bob Lewis presented on facility sales tax and bond opportunities.

5. **Discussion of Next Steps** (Mr. Troy)
The board discussed the financial information presented.

6. **Adjournment** (Mr. Troy)
Sean Cratty closed the Finance Committee meeting.
Paul Troy moved and Sean Cratty seconded to adjourn the April 9, 2026, Finance Committee meeting at 8:44 p.m.

Submitted By,

Sharon Piemonte, Board Operations
Paul Troy, Board Secretary

_____ _____
President Date Secretary Date

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: May 21, 2026

RE: Policy Revision – First Reading

Upon review of the Board at the May 7, 2026 meeting, the following policies were revised as recommended by the Policy Committee.

This is the first reading of the following policies:

- **2:200** **Types of Board Meetings**
  The Policy and Cross References are updated.
- **2:220** **Board Meeting Procedure**
  The Policy and Cross References are updated.
- **2:250** **Access to District Public Records**
  The Policy and Legal References are updated in response to the Freedom of Information Act (FOIA), 5 ILCS 140/3, amended by P.A. 104-438; and FOIA, 5 ILCS 140/2, amended by P.A. 104-438, revising the definition of *public record* to exclude *junk mail*; and for continuous improvement.
- **2:260** **Uniform Grievance Procedure**
  The Legal References are updated in response to 105 ILCS 5/22-110, renumbered by P.A. 104-391, and for continuous improvement.
- **4:165** **Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors**
  The Policy and Legal References are updated. Requesting only non-substantial updates.
  - On the advice of Legal Counsel, Administration requests that Item 4, along with the corresponding Legal Reference, be retained as currently adopted. Legal Counsel anticipates reinstatement of 105 ILCS 5/27-13.2.
- **5:30** **Hiring Process and Criteria**
  The Policy is updated for continuous improvement.
- **5:50** **Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition**
  The Policy is updated for continuous improvement.
- **5:250** **Leaves of Absence**
  The Policy and Legal References are updated in response to the Family Neonatal Intensive Care Leave Act, 820 ILCS 157/, added by P.A. 104-259, effective 6-1-26, allowing employees to take a specified amount of leave if their child is a patient in a neonatal intensive care unit.
- **5:330** **Sick Days, Vacation, Holidays, and Leaves**
  The Policy and Legal References are updated in response to the Family Neonatal Intensive Care Leave Act, effective 6-1-26.

- **6:50** **School Wellness**
  The Policy and Legal References are updated.
- **6:65** **Student Social and Emotional Development**
  The Policy and Legal References are updated for continuous improvement.
- **6:100** **Using Animals in the Educational Program**
  The Legal References are updated in response to 105 ILCS 5/27-265, renumbered by P.A. 104-391, and for continuous improvement.
- **6:145** **Migrant Students**
  The Policy and Cross References are updated in response to a five-year review.
- **6:170** **Title I Programs**
  The Policy is updated to more closely align with federal statutes, guidance, and terminology used by ISBE, and to ensure compatibility with the U.S. Dept. of Education's revised non-regulatory guidance. Legal References and Cross References are updated for continuous improvement.
- **6:180** **Extended Instructional Programs**
  The Policy and Legal References are updated.
- **7:20** **Harassment of Students Prohibited**
  Updates to Legal References in response to 105 ILCS 5/22-110, renumbered by P.A. 104-391.
- **7:50** **School Admissions and Student Transfers To and From Non-District Schools**
  The Policy and Cross References are updated. Legal References updated in response to 105 ILCS 5/22-105, added by P.A. 104-288, prohibiting the denial of a free public education to every child in Illinois; and 105 ILCS 5/22-105, titled *Health examinations and immunizations* (formerly 105 ILCS 5/27-8.1), renumbered by P.A. 104-391.
- **7:100** **Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students**
  Updates to Legal References in response to 105 ILCS 5/22-105, titled *Health examinations and immunizations* (formerly 105 ILCS 5/27-8.1), renumbered by P.A. 104-391.
- **7:185** **Teen Dating Violence Prohibited**
  The Policy is updated for continuous improvement. Legal References are updated in response to 105 ILCS 5/27-240, renumbered by P.A. 104-391.
- **7:220** **Bus Conduct**
  The Policy and Legal References are updated in response to a five-year review.
- **7:230** **Misconduct by Students with Disabilities**
  The Policy and Legal References are updated in response to a five-year review.
- **7:240** **Conduct Code for Participants in Extracurricular Activities**
  The Legal References updated are updated in response to 105 ILCS 5/27-255(d), renumbered by P.A. 104-391, and for continuous improvement.
- **7:260** **Exemption from Physical Education**
  Policy updated with a minor style change, and in response to a five-year review. The Legal References are updated in response to 105 ILCS 5/27-710, renumbered by P.A. 104-391.

- **7:280 Communicable and Chronic Infectious Diseases**
  The Legal References have been updated in response to a five-year review and include a minor style change.
- **7:300 Extracurricular Athletics**
  The Policy and Legal References are updated for continuous improvement.
- **8:90 Parent Organizations and Booster Clubs**
  The Policy is updated in response to a five-year review.

Recommendation

The Policy Committee recommends that the policies be moved forward for a second reading by the Board at the next Regular BOE meeting.

Please contact me or Mrs. Woods with any questions.

LRW
Attachments

Board of Education

Types of Board Meetings

General

For all meetings of the Board and its committees, the Superintendent or designee shall satisfy all notice and posting requirements contained herein, as well as in the Open Meetings Act (OMA). This shall include mailing meeting notifications to news media that have officially requested them and to others as approved by the Board. Unless otherwise specified, all meetings are held in the District's main office. Board policy 2:220, *Board Meeting Procedure*, governs meeting quorum requirements.

The Superintendent or his/her designee is designated on behalf of the Board and each Board committee to receive the training on compliance with ~~the Open Meetings Act~~ OMA that is required by Section 1.05(a) of that Act. The Superintendent may identify other employees to receive the training. In addition, each Board member must complete a course of training on ~~the Open Meetings Act~~ OMA as required by Section 1.05(b) or (c) of that Act.

Regular Meetings

The Board announces the time and place for its regular meetings at the beginning of each fiscal year. The Superintendent shall prepare and make available the calendar of regular Board meetings. The regular meeting calendar may be changed with 10 days' notice in accordance with State law.

A meeting agenda shall be posted at the District's main office and the Board's meeting room, or other location where the meeting is to be held, at least 48 hours before the meeting.

Closed Meetings

The Board and Board committees may meet in a closed meeting to consider the following subjects:

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with [~~the Open Meetings Act~~ (OMA)]. 5 ILCS 120/2 (c)(1).
2. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2).
3. The selection of a person to fill a public office, as defined in ~~the Open Meetings Act~~ OMA, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance. 5 ILCS 120/2(c)(3).
4. Evidence or testimony presented in open hearing, or in closed hearing where specifically authorized by law, to a quasi-adjudicative body, as defined in ~~the Open Meetings Act~~ OMA, provided that the body prepares and makes available for public inspection a written decision setting forth its determinative reasoning. 5 ILCS 120/2(c)(4).

REVISED

5. Evidence or testimony presented to the Board regarding denial of admission to school events or property pursuant to 105 ILCS 5/24-24, provided that the Board prepares and makes available for public inspection a written decision setting forth its determinative reasoning. ILCS 120/2(c)(4.5).
6. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5 ILCS 120/2(c)(5).
7. The setting of a price for sale or lease of property owned by the public body. 5 ILCS 120/2(c)(6).
8. The sale or purchase of securities, investments, or investment contracts. 5 ILCS 120/2(c)(7).
9. Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property. 5 ILCS 120/2(c)(8).
10. Student disciplinary cases. 5 ILCS 120/2(c)(9).
11. The placement of individual students in special education programs and other matters relating to individual students. 5 ILCS 120/2(c)(10).
12. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(c)(11).
13. The establishment of reserves or settlement of claims as provided in the Local Government and Governmental Employees Tort Immunity Act, if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the public body or any intergovernmental risk management association or self insurance pool of which the public body is a member. 5 ILCS 120/2(c)(12).
14. Self-evaluation, practices and procedures, or professional ethics, when meeting with a representative of a statewide association of which the public body is a member. 5 ILCS 120/2(c)(16).
15. Discussion of minutes of meetings lawfully closed under ~~the Open Meetings Act~~ OMA, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21).
16. Meetings between internal or external auditors and governmental audit committees, finance committees, and their equivalents, when the discussion involves internal control weaknesses, identification of potential fraud risk areas, known or suspected frauds, and fraud interviews conducted in accordance with generally accepted auditing standards of the United States of America. 5 ILCS 120/2(c)(28).

The Board may hold a closed meeting, or close a portion of a meeting, by a majority vote of a quorum, taken at an open meeting. The vote of each Board member present, and the reason for the closed meeting will be publicly disclosed at the time of the meeting and clearly stated in the motion and the meeting minutes.

A single motion calling for a series of closed meetings may be adopted when such meetings will involve the same particular matters and are scheduled to be held within three months of the vote.

No final Board action will be taken at a closed meeting.

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Reconvened or Rescheduled Meetings

A meeting may be rescheduled or reconvened. Public notice of a rescheduled or reconvened meeting shall be given in the same manner as that for a special meeting, except that no public notice is required when the original meeting is open to the public and: (1) is to be reconvened within 24 hours, or (2) an announcement of the time and place of the reconvened meeting was made at the original meeting and there is no change in the agenda.

Special Meetings

Special meetings may be called by the President or by any three members of the Board by giving notice thereof, in writing, stating the time, place, and purpose of the meeting to remaining Board members by mail at least 48 hours before the meeting, or by personal service at least 24 hours before the meeting.

Public notice of a special meeting is given by posting a notice at the District's main office at least 48 hours before the meeting and by notifying the news media that have filed a written request for notice. A meeting agenda shall accompany the notice.

All matters discussed by the Board at any special meeting must be related to a subject on the meeting agenda.

Emergency Meetings

Public notice of emergency meetings shall be given as soon as practicable, but in any event, before the meeting to news media that have filed a written request for notice.

Posting on the District's Website

In addition to the other notices specified in this policy, the Superintendent or designee shall post the following on the District website: (1) the annual schedule of regular meetings, which shall remain posted until the Board approves a new schedule of regular meetings; (2) a public notice of all Board meetings; and (3) the agenda for each meeting which shall remain posted until the meeting is concluded; (4) minutes, once approved by the Board, shall be posted for 30 days.

LEGAL REF.: 5 ILCS 120/, Open Meetings Act.
5 ILCS 140/, Freedom of Information Act.
105 ILCS 5/10-6 and 5/10-16.

CROSS REF.: 2:110 (Qualifications, Term, and Duties of Board Officers); 2:120 (Board Member Development); 2:210 (Organizational Board Meeting); 2:220 (Board Meeting Procedure); 2:230 (Public Participation at Board Meetings and Petitions to the Board); 6:235 (Access to Electronic Networks), 8:30 (Visitors to and Conduct on School Property)

ADOPTED: May 17, 2001

REVISED: January 18, 2024

REVISED

Board of Education

Types of Board Meetings

General

For all meetings of the Board and its committees, the Superintendent or designee shall satisfy all notice and posting requirements contained herein, as well as in the Open Meetings Act. This shall include mailing meeting notifications to news media that have officially requested them and to others as approved by the Board. Unless otherwise specified, all meetings are held in the District's main office. Board policy 2:220, *Board Meeting Procedure*, governs meeting quorum requirements.

The Superintendent or his/her designee is designated on behalf of the Board and each Board committee to receive the training on compliance with the Open Meetings Act that is required by Section 1.05(a) of that Act. The Superintendent may identify other employees to receive the training. In addition, each Board member must complete a course of training on the Open Meetings Act as required by Section 1.05(b) or (c) of that Act.

Regular Meetings

The Board announces the time and place for its regular meetings at the beginning of each fiscal year. The Superintendent shall prepare and make available the calendar of regular Board meetings. The regular meeting calendar may be changed with 10 days' notice in accordance with State law.

A meeting agenda shall be posted at the District's main office and the Board's meeting room, or other location where the meeting is to be held, at least 48 hours before the meeting.

Closed Meetings

The Board and Board committees may meet in a closed meeting to consider the following subjects:

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with the Open Meetings Act. 5 ILCS 120/2 (c)(1).
2. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2).
3. The selection of a person to fill a public office, as defined in the Open Meetings Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance. 5 ILCS 120/2(c)(3).
4. Evidence or testimony presented in open hearing, or in closed hearing where specifically authorized by law, to a quasi-adjudicative body, as defined in the Open Meetings Act, provided that the body prepares and makes available for public inspection a written decision setting forth its determinative reasoning. 5 ILCS 120/2(c)(4).

CURRENT

5. Evidence or testimony presented to the Board regarding denial of admission to school events or property pursuant to 105 ILCS 5/24-24, provided that the Board prepares and makes available for public inspection a written decision setting forth its determinative reasoning. ILCS 120/2(c)(4.5).
6. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5 ILCS 120/2(c)(5).
7. The setting of a price for sale or lease of property owned by the public body. 5 ILCS 120/2(c)(6).
8. The sale or purchase of securities, investments, or investment contracts. 5 ILCS 120/2(c)(7).
9. Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property. 5 ILCS 120/2(c)(8).
10. Student disciplinary cases. 5 ILCS 120/2(c)(9).
11. The placement of individual students in special education programs and other matters relating to individual students. 5 ILCS 120/2(c)(10).
12. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(c)(11).
13. The establishment of reserves or settlement of claims as provided in the Local Government and Governmental Employees Tort Immunity Act, if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the public body or any intergovernmental risk management association or self insurance pool of which the public body is a member. 5 ILCS 120/2(c)(12).
14. Self-evaluation, practices and procedures, or professional ethics, when meeting with a representative of a statewide association of which the public body is a member. 5 ILCS 120/2(c)(16).
15. Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21).
16. Meetings between internal or external auditors and governmental audit committees, finance committees, and their equivalents, when the discussion involves internal control weaknesses, identification of potential fraud risk areas, known or suspected frauds, and fraud interviews conducted in accordance with generally accepted auditing standards of the United States of America. 5 ILCS 120/2(c)(28).

The Board may hold a closed meeting, or close a portion of a meeting, by a majority vote of a quorum, taken at an open meeting. The vote of each Board member present, and the reason for the closed meeting will be publicly disclosed at the time of the meeting and clearly stated in the motion and the meeting minutes.

A single motion calling for a series of closed meetings may be adopted when such meetings will involve the same particular matters and are scheduled to be held within three months of the vote.

No final Board action will be taken at a closed meeting.

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Reconvened or Rescheduled Meetings

A meeting may be rescheduled or reconvened. Public notice of a rescheduled or reconvened meeting shall be given in the same manner as that for a special meeting, except that no public notice is required when the original meeting is open to the public and: (1) is to be reconvened within 24 hours, or (2) an announcement of the time and place of the reconvened meeting was made at the original meeting and there is no change in the agenda.

Special Meetings

Special meetings may be called by the President or by any three members of the Board by giving notice thereof, in writing, stating the time, place, and purpose of the meeting to remaining Board members by mail at least 48 hours before the meeting, or by personal service at least 24 hours before the meeting.

Public notice of a special meeting is given by posting a notice at the District's main office at least 48 hours before the meeting and by notifying the news media that have filed a written request for notice. A meeting agenda shall accompany the notice.

All matters discussed by the Board at any special meeting must be related to a subject on the meeting agenda.

Emergency Meetings

Public notice of emergency meetings shall be given as soon as practicable, but in any event, before the meeting to news media that have filed a written request for notice.

Posting on the District's Website

In addition to the other notices specified in this policy, the Superintendent or designee shall post the following on the District website: (1) the annual schedule of regular meetings, which shall remain posted until the Board approves a new schedule of regular meetings; (2) a public notice of all Board meetings; and (3) the agenda for each meeting which shall remain posted until the meeting is concluded; (4) minutes, once approved by the Board, shall be posted for 30 days.

LEGAL REF.: 5 ILCS 120/, Open Meetings Act.
5 ILCS 140/, Freedom of Information Act.
105 ILCS 5/10-6 and 5/10-16.

CROSS REF.: 2:110 (Qualifications, Term, and Duties of Board Officers); 2:120 (Board Member Development); 2:210 (Organizational Board Meetings); 2:220 (Board Meeting Procedure); 2:230 (Public Participation at Board Meetings and Petitions to the Board); 6:235 (Access to Electronic Networks), 8:30 (Visitors to and Conduct on School Property)

ADOPTED: May 17, 2001

REVISED: January 18, 2024

CURRENT

Board of Education

Board Meeting Procedure

Agenda

All Board meetings shall begin as follows:

1. Roll Call
2. Closed Session (if applicable)
3. Pledge of Allegiance
4. Academic Spotlight / Student Presentations (if applicable)
5. Revision and Adoption of the Agenda

The Board President is responsible for focusing the Board meeting agendas on appropriate content. The Superintendent shall prepare agendas in consultation with the Board President. A portion of the agenda shall be designated as a consent agenda for those items that usually do not require extensive discussion before Board action. Upon the request of any Board member, an item will be withdrawn from the consent agenda and placed on the regular agenda for independent consideration.

Each Board meeting agenda shall contain the general subject matter of any item that will be the subject of final action at the meeting. Items submitted by Board members to the Superintendent or Board President shall be placed on the agenda for an upcoming meeting. District residents may suggest inclusions for the agenda. The Board will take final action only on items contained in the posted agenda; items not on the agenda may still be discussed.

The Superintendent shall provide a copy of the agenda, with adequate data and background information, to each Board member at least 48 hours before each meeting, except a meeting held in the event of an emergency. The meeting agenda shall be posted in accordance with policy 2:200, *Types of Board Meetings*.

Voting Method

Unless otherwise prohibited by law, when a vote is taken upon any measure before the Board, with a quorum being present, a majority of the votes cast shall determine its outcome. A vote of *abstain* or *present*, or a vote other than *yea* or *nay*, or a failure to vote, is counted for the purposes of determining whether a quorum is present. A vote of abstain or present, or a vote other than yea or nay, or a failure to vote, however, is not counted in determining whether a measure has been passed by the Board, unless otherwise stated in law. The sequence for casting votes shall be rotated.

On all questions involving the expenditure of money and on all questions involving the closing of a meeting to the public, a roll call vote shall be taken and entered in the Board's minutes. An individual Board member may request that a roll call vote be taken on any other matter; the President or other presiding officer may approve or deny the request but a denial is subject to being overturned by a majority of the members present.

Minutes

The Board Secretary shall keep written minutes of all Board meetings, (whether open or closed), which shall be signed by the President and the Secretary. The minutes include:

1. The meeting's date, time, and place;
2. Board members recorded as either present or absent;
3. A summary of the discussion on all matters proposed, deliberated, or decided, and a record of any votes taken;

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4. On all matters requiring a roll call vote, a record of who voted *yea* and *nay*;
5. If the meeting is adjourned to another date, the time and place of the adjourned meeting;
6. The vote of each member present when a vote is taken to hold a closed meeting or portion of a meeting, and the reason for the closed meeting with a citation to the specific exception contained in the Open Meetings Act (OMA) authorizing the closed meeting;
7. A record of all motions, including individuals making and seconding motions;
8. Upon request by a Board member, a record of how he or she voted on a particular motion; and
9. The type of meeting, including any notices and, if a reconvened meeting, the original meeting's date.

The minutes shall be submitted to the Board for approval or modification at its next regularly-scheduled open meeting. Minutes for open meetings must be approved within 30 days after the meeting or at the second subsequent regular meeting, whichever is later.

Every six months, or as soon after as is practicable, in an open meeting, the Board: (1) reviews minutes from closed meetings that are currently unavailable for public release, and (2) determines which, if any, no longer require confidential treatment and are available for public inspection. This is also referred to as a *semi-annual review*. The Board may meet in a prior closed session to review the minutes from closed meetings that are currently unavailable for public release, but it reports its determination in open session.

The Board's meeting minutes must be submitted to the Board Secretary at such times as the Secretary may require.

The official minutes are in the custody of the Board Secretary. Open meeting minutes are available for inspection during regular office hours within 10 days after the Board's approval; they may be inspected in the District's main office, in the presence of the Secretary, the Superintendent or designee, or any Board member.

Minutes from closed meetings are likewise available, but only if the Board has released them for public inspection, except that Board members may access closed session minutes not yet released for public inspection (1) in the District's administrative offices or their official storage location, and (2) in the presence of the Recording Secretary, the Superintendent or designated administrator, or any elected Board member. The minutes, whether reviewed by members of the public or the Board, shall not be removed from the District's administrative offices or their official storage location except by vote of the Board or by court order.

The Board's open meeting minutes shall be posted on the District website within 10 days after the Board approves them; the minutes will remain posted for at least 60 days.

Verbatim Record of Closed Meetings

The Superintendent, or the Board Secretary when the Superintendent is absent, shall audio record all closed meetings. If neither is present, the Board President or presiding officer shall assume this responsibility. After the closed meeting, the person making the audio recording shall label the recording with the date and store it in a secure location. The Superintendent shall ensure that: (1) an audio recording device and all necessary accompanying items are available to the Board for every closed meeting, and (2) a secure location for storing closed meeting audio recordings is maintained close to the Board's regular meeting location.

After 18 months have passed since being made, the audio recording of a closed meeting is destroyed provided the Board approved: (1) its destruction, and (2) minutes of the particular closed meeting.

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Individual Board members may access verbatim recordings in the presence of the Recording Secretary, the Superintendent or designated administrator, or any elected Board member. Access to the verbatim recordings is available at the District's administrative offices or the verbatim recording's official storage location. Requests shall be made to the Superintendent or Board President. While a Board member is listening to a verbatim recording, it shall not be re-recorded or removed from the District's main office or official storage location, except by vote of the Board or by court order.

Before making such requests, Board members should consider whether such requests are germane to their responsibilities, service to District, and/or Oath of Office in policy 2:80, *Board Member Oath and Conduct*. In the interest of encouraging free and open expression by Board members during closed meetings, the recordings of closed meetings should not be used by Board members to confirm or dispute the accuracy of recollections.

Quorum and Participation by Audio or Video Means

A quorum of the Board must be physically present at all Board meetings. A majority of the full membership of the Board constitutes a quorum.

Provided a quorum is physically present, a Board member may attend a meeting by video or audio conference if he or she is prevented from physically attending because of: (1) personal illness or disability, (2) employment or District business, (3) a family or other emergency, ~~or~~ (4) unexpected childcare obligations, or (5) performance of *activity military duty* as a *service member*. If a member wishes to attend a meeting by video or audio means, he or she must notify the Recording Secretary or Superintendent at least 24 hours before the meeting unless advance notice is impractical. The Recording Secretary or Superintendent will inform the Board President and make appropriate arrangements. A Board member who attends a meeting by audio or video means, as provided in this policy, may participate in all aspects of the Board meeting including voting on any item.

No Physical Presence of Quorum and Participation by Audio or Video; Disaster Declaration

The ability of the Board to meet in person with a quorum physically present at its meeting location may be affected by the Governor or the Director of the Ill. Dept. of Public Health issuing a disaster declaration related to a public health emergency. The Board President or, if the office is vacant or the President is absent or unable to perform the office's duties, the Vice President determines that an in-person meeting or a meeting conducted under the **Quorum and Participation by Audio or Video Means** subhead above, is not practical or prudent because of the disaster declaration; if neither the President nor Vice President are present or able to perform this determination, the Superintendent shall serve as the duly authorized designee for purposes of making this determination.

The individual who makes this determination for the Board shall put it in writing, include it on the Board's published notice and agenda for the audio or video meeting and in the meeting minutes, and ensure that the Board meets every OMA requirement for the Board to meet by video or audio conference without the physical presence of a quorum.

Rules of Order

Unless State law or Board-adopted rules apply, the Board President, as the presiding officer, will use the most recent edition of Robert's Rules of Order Newly Revised, as a guide when a question arises concerning procedure.

Broadcasting and Recording Board Members

Any person may record or broadcast an open Board meeting. Special requests to facilitate recording or broadcasting an open Board meeting, such as seating, writing surfaces, lighting, and access to electrical power, should be directed to the Superintendent at least 24 hours before the meeting.

Recording meetings shall not distract or disturb Board members, other meeting participants, or members of the public. The Board President may designate a location for recording equipment, may

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restrict the movements of individuals who are using recording equipment, or may take such other steps as are deemed necessary to preserve decorum and facilitate the meeting.

LEGAL REF.: 5 ILCS 120-2a, 120/2.02, 120/2.05, 120/2.06, and 120/7, Open Meetings Act.
105 ILCS 5/10-6, 5/10-7, 5/10-12, and 5/10-16.

CROSS REF.: 2:80 (Board Member Oath and Conduct), 2:110 (Qualifications, Term, and Duties of Board Officers), 2:150 (Committees), 2:200 (Types of Board Meetings), 2:210 (Organizational Board Meeting), 2:230 (Public Participation at Board Meetings and Petitions to the Board)

ADOPTED: May 17, 2001

REVISED: January 18, 2024

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Board of Education

Board Meeting Procedure

Agenda

All Board meetings shall begin as follows:

1. Roll Call
2. Closed Session (if applicable)
3. Pledge of Allegiance
4. Academic Spotlight / Student Presentations (if applicable)
5. Revision and Adoption of the Agenda

The Board President is responsible for focusing the Board meeting agendas on appropriate content. The Superintendent shall prepare agendas in consultation with the Board President. A portion of the agenda shall be designated as a consent agenda for those items that usually do not require extensive discussion before Board action. Upon the request of any Board member, an item will be withdrawn from the consent agenda and placed on the regular agenda for independent consideration.

Each Board meeting agenda shall contain the general subject matter of any item that will be the subject of final action at the meeting. Items submitted by Board members to the Superintendent or Board President shall be placed on the agenda for an upcoming meeting. District residents may suggest inclusions for the agenda. The Board will take final action only on items contained in the posted agenda; items not on the agenda may still be discussed.

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Voting Method

Unless otherwise prohibited by law, when a vote is taken upon any measure before the Board, with a quorum being present, a majority of the votes cast shall determine its outcome. A vote of *abstain* or *present*, or a vote other than *yea* or *nay*, or a failure to vote, is counted for the purposes of determining whether a quorum is present. A vote of *abstain* or *present*, or a vote other than *yea* or *nay*, or a failure to vote, however, is not counted in determining whether a measure has been passed by the Board, unless otherwise stated in law. The sequence for casting votes shall be rotated.

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1. The meeting's date, time, and place;
2. Board members recorded as either present or absent;
3. A summary of the discussion on all matters proposed, deliberated, or decided, and a record of any votes taken;

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4. On all matters requiring a roll call vote, a record of who voted *yea* and *nay*;
5. If the meeting is adjourned to another date, the time and place of the adjourned meeting;
6. The vote of each member present when a vote is taken to hold a closed meeting or portion of a meeting, and the reason for the closed meeting with a citation to the specific exception contained in the Open Meetings Act (OMA) authorizing the closed meeting;
7. A record of all motions, including individuals making and seconding motions;
8. Upon request by a Board member, a record of how he or she voted on a particular motion; and
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The minutes shall be submitted to the Board for approval or modification at its next regularly-scheduled open meeting. Minutes for open meetings must be approved within 30 days after the meeting or at the second subsequent regular meeting, whichever is later.

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restrict the movements of individuals who are using recording equipment, or may take such other steps as are deemed necessary to preserve decorum and facilitate the meeting.

LEGAL REF.: 5 ILCS 120-2a, 120/2.02, 120/2.05, 120/2.06, and 120/7, Open Meetings Act.
105 ILCS 5/10-6, 5/10-7, 5/10-12, and 5/10-16.

CROSS REF.: 2:80 (Board Member Oath and Conduct), 2:150 (Committees), 2:200 (Types of Board Meetings), 2:210 (Organizational Board Meeting), 2:230 (Public Participation at Board Meetings and Petitions to the Board)

ADOPTED: May 17, 2001

REVISED: January 18, 2024

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Board of Education

Access To District Public Records

Full access to the District's public records is available to any person as provided in the Illinois Freedom of Information Act (FOIA), this policy, and implementing procedures. The Superintendent or designee shall: (1) provide the Board with sufficient information and data to permit the Board to monitor the District's compliance with FOIA and this policy, and (2) report any FOIA requests during the Board's regular meetings along with the status of the District's response.

Freedom of Information Officer

The Superintendent shall serve as the District's Freedom of Information Officer and assumes all the duties and powers of that office as provided in FOIA and this policy. The Superintendent may delegate these duties and powers to one or more designees, but the delegation shall not relieve the Superintendent of ~~the~~ responsibility for the delegated action ~~that was delegated~~.

Definition

The District's *public records* are defined as records, reports, forms, writings, letters, memoranda, books, papers, maps, photographs, microfilms, cards, tapes, recordings, electronic data processing records, electronic communications, recorded information and all other documentary material pertaining to the transaction of public business, regardless of physical form or characteristics, having been prepared by or for, or having been or being used by, received by, in the possession of, or under the control of the School District. The District's public records do not include *junk mail*.

Requesting Records

A request for inspection and/or copies of public records must be made in writing and may be submitted by personal delivery, mail, telefax, or email directed to the District's Freedom of Information Officer. Individuals making a request are not required to state a reason for the request other than to identify when the request is for a commercial purpose or when requesting a fee waiver. Email requests must include the entirety of the request within the body of the email and not as an attachment or hyperlink. The Superintendent or designee shall instruct District employees to immediately forward any request for inspection and copying of a public record to the District's Freedom of Information Officer or designee.

Responding to Requests

The Freedom of Information Officer shall approve all requests for public records unless:

1. The requested material does not exist;
2. The requested material is exempt from inspection and copying by the Freedom of Information Act; ~~or~~
3. Complying with the request would be unduly burdensome;
4. The request would require the District to open electronically attached files or hyperlinks to view or access details of a request. In that case, the requester shall be notified within five business days that the entirety of the electronic request must appear within the body of the electronic submission; or
5. The District has a reasonable believe that the request was not submitted by a person, and the requester fails to verify orally or in writing that they are a person within 30 days of the District's request for verification.

Within five business days after receipt of a request for access to a public record, the Freedom of Information Officer shall comply with or deny the request, unless the time for response is extended as

specified in Section 3 of FOIA. The Freedom of Information Officer may extend the time for a response for up to five business days from the original due date. If an extension is needed, the Freedom of Information Officer shall: (1) notify the person making the request of the reason for the extension, and (2) either inform the person of the date on which a response will be made, or agree with the person in writing on a compliance period.

The time periods are extended for responding to requests for records made for a *commercial* purpose, requests by a *recurrent requester*, or *voluminous requests*, as those terms are defined in Section 2 of FOIA according to Sections 3.1, 3.2, and 3.6 of FOIA.

When responding to a request for a record containing both exempt and non-exempt material, the Freedom of Information Officer shall redact exempt material from the record before complying with the request.

Fees

Persons making a request for copies of public records must pay any and all applicable fees. The Freedom of Information Officer shall establish a fee schedule that complies with FOIA and this policy and is subject to the Board's review. The fee schedule shall include copying fees and all other fees to the maximum extent they are permitted by FOIA, including without limitation, search and review fees for responding to a request for a *commercial purpose* and fees, costs, and personnel hours in connection with responding to a *voluminous request*.

Copying fees, except when fixed by statute, shall be reasonably calculated to reimburse the District's actual cost for reproducing and certifying public records and for the use, by any person, of its equipment to copy records. In no case shall the copying fees exceed the maximum fees permitted by FOIA. If the District's actual copying costs are equal to or greater than the maximum fees permitted by FOIA, the Freedom of Information Officer is authorized to use FOIA's maximum fees as the District's fees. No copying fees shall be charged for: (1) the first 50 pages of black and white, letter or legal sized copies, or (2) electronic copies other than the actual cost of the recording medium, except if the response is to a *voluminous request*, as defined in FOIA.

A fee reduction is available if the request qualifies under Section 6 of FOIA. The Freedom of Information Officer shall set the amount of the reduction taking into consideration the amount of material requested and the cost of copying it.

Provision of Copies and Access to Records

A public record that is the subject of an approved access request will be available for inspection or copying at the District's administrative office during regular business hours, unless other arrangements are made by the Freedom of Information Officer.

Many public records are immediately available from the District's website including, but not limited to, the process for requesting a public record. The Freedom of Information Officer shall direct a requester to the District's website if a requested record is available there. If the requester is unable to reasonably access the record online, he or she may resubmit the request for the record, stating his or her inability to reasonably access the record online, and the District shall make the requested record available for inspection and copying as otherwise provided in this policy.

Preserving Public Records

Public records, including email messages, shall be preserved and cataloged if: (1) they are evidence of the District's organization, function, policies, procedures, or activities, (2) they contain informational data appropriate for preservation, (3) their retention is required by State or federal law, or (4) they are subject to a retention request by the Board Attorney (e.g., a litigation hold), District auditor, or other individual authorized by the School Board or State or federal law to make such a request. Unless its

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retention is required as described in items numbered 3 or 4 above, a public record, as defined by the Illinois Local Records Act, may be destroyed when authorized by the Local Records Commission.

LEGAL REF.: 5 ILCS 140/, Illinois Freedom of Information Act.
50 ILCS 205/, Local Records Act.
105 ILCS 5/10-16 and 5/24A-7.1.
820 ILCS 40/11, Personnel Record Review Act.
820 ILCS 130/5, Prevailing Wage Act.

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

ADOPTED: April 21, 2011

REVISED: January 16, 2020

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Board of Education

Access To District Public Records

Full access to the District's public records is available to any person as provided in the Illinois Freedom of Information Act (FOIA), this policy, and implementing procedures. The Superintendent or designee shall: (1) provide the Board with sufficient information and data to permit the Board to monitor the District's compliance with FOIA and this policy, and (2) report any FOIA requests during the Board's regular meetings along with the status of the District's response.

Freedom of Information Officer

The Superintendent shall serve as the District's Freedom of Information Officer and assumes all the duties and powers of that office as provided in FOIA and this policy. The Superintendent may delegate these duties and powers to one or more designees, but the delegation shall not relieve the Superintendent of the responsibility for the action that was delegated.

Definition

The District's *public records* are defined as records, reports, forms, writings, letters, memoranda, books, papers, maps, photographs, microfilms, cards, tapes, recordings, electronic data processing records, electronic communications, recorded information and all other documentary material pertaining to the transaction of public business, regardless of physical form or characteristics, having been prepared by or for, or having been or being used by, received by, in the possession of, or under the control of the School District.

Requesting Records

A request for inspection and/or copies of public records must be made in writing and may be submitted by personal delivery, mail, telefax, or email directed to the District's Freedom of Information Officer. Individuals making a request are not required to state a reason for the request other than to identify when the request is for a commercial purpose or when requesting a fee waiver. The Superintendent or designee shall instruct District employees to immediately forward any request for inspection and copying of a public record to the District's Freedom of Information Officer or designee.

Responding to Requests

The Freedom of Information Officer shall approve all requests for public records unless:

1. The requested material does not exist;
2. The requested material is exempt from inspection and copying by the Freedom of Information Act; or
3. Complying with the request would be unduly burdensome.

Within five business days after receipt of a request for access to a public record, the Freedom of Information Officer shall comply with or deny the request, unless the time for response is extended as specified in Section 3 of FOIA. The Freedom of Information Officer may extend the time for a response for up to five business days from the original due date. If an extension is needed, the Freedom of Information Officer shall: (1) notify the person making the request of the reason for the extension, and (2) either inform the person of the date on which a response will be made, or agree with the person in writing on a compliance period.

CURRENT

The time periods are extended for responding to requests for records made for a *commercial* purpose, requests by a *recurrent requester,* or *voluminous requests,* as those terms are defined in Section 2 of FOIA according to Sections 3.1, 3.2, and 3.6 of FOIA.

When responding to a request for a record containing both exempt and non-exempt material, the Freedom of Information Officer shall redact exempt material from the record before complying with the request.

Fees

Persons making a request for copies of public records must pay any and all applicable fees. The Freedom of Information Officer shall establish a fee schedule that complies with FOIA and this policy and is subject to the Board's review. The fee schedule shall include copying fees and all other fees to the maximum extent they are permitted by FOIA, including without limitation, search and review fees for responding to a request for a *commercial purpose* and fees, costs, and personnel hours in connection with responding to a *voluminous request*.

Copying fees, except when fixed by statute, shall be reasonably calculated to reimburse the District's actual cost for reproducing and certifying public records and for the use, by any person, of its equipment to copy records. In no case shall the copying fees exceed the maximum fees permitted by FOIA. If the District's actual copying costs are equal to or greater than the maximum fees permitted by FOIA, the Freedom of Information Officer is authorized to use FOIA's maximum fees as the District's fees. No copying fees shall be charged for: (1) the first 50 pages of black and white, letter or legal sized copies, or (2) electronic copies other than the actual cost of the recording medium, except if the response is to a *voluminous request*, as defined in FOIA.

A fee reduction is available if the request qualifies under Section 6 of FOIA. The Freedom of Information Officer shall set the amount of the reduction taking into consideration the amount of material requested and the cost of copying it.

Provision of Copies and Access to Records

A public record that is the subject of an approved access request will be available for inspection or copying at the District's administrative office during regular business hours, unless other arrangements are made by the Freedom of Information Officer.

Many public records are immediately available from the District's website including, but not limited to, the process for requesting a public record. The Freedom of Information Officer shall direct a requester to the District's website if a requested record is available there. If the requester is unable to reasonably access the record online, he or she may resubmit the request for the record, stating his or her inability to reasonably access the record online, and the District shall make the requested record available for inspection and copying as otherwise provided in this policy.

Preserving Public Records

Public records, including email messages, shall be preserved and cataloged if: (1) they are evidence of the District's organization, function, policies, procedures, or activities, (2) they contain informational data appropriate for preservation, (3) their retention is required by State or federal law, or (4) they are subject to a retention request by the Board Attorney (e.g., a litigation hold), District auditor, or other individual authorized by the School Board or State or federal law to make such a request. Unless its retention is required as described in items numbered 3 or 4 above, a public record, as defined by the Illinois Local Records Act, may be destroyed when authorized by the Local Records Commission.

CURRENT

LEGAL REF.: 5 ILCS 140/, Illinois Freedom of Information Act.
105 ILCS 5/10-16 and 5/24A-7.1.
820 ILCS 40/11.
820 ILCS 130/5.

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

ADOPTED: April 21, 2011

REVISED: January 16, 2020

CURRENT

Board of Education

Uniform Grievance Procedure

A student, parent/guardian, employee, or community member should notify any District Complaint Manager if he or she believes that the Board, its employees, or agents have violated his or her rights guaranteed by the State or federal Constitution, State or federal statute, or Board policy, or have a complaint regarding any one of the following:

1. Title II of the Americans with Disabilities Act, 42 U.S.C. §12101 et seq.
2. Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 et seq., excluding Title IX sexual harassment complaints governed by policy 2:265, *Title IX Grievance Procedure*.
3. Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §791 et seq.
4. Discrimination and/or harassment on the basis of race, color, or national origin prohibited by the Illinois Human Rights Act, 775 ILCS 5/; Title VI of the Civil Rights Act of 1964, 42 U.S.C. §2000d et seq.; and/or Title VII of the Civil Rights Act of 1964, 42 U.S.C. §2000e et seq. (see Board policy 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited.*
5. Title VII of the Civil Rights Act of 1964, 42 U.S.C. §2000e et seq. (see also number 4, above, for discrimination and/or harassment on the basis of race, color, or national origin).
6. Sexual harassment prohibited by the State Officials and Employees Ethics Act, 5 ILCS 430/70-5(a); Illinois Human Rights Act, 775 ILCS 5/; and Title VII of the Civil Rights Act of 1964, 42 U.S.C. §2000e et seq. (Title IX sexual harassment complaints are addressed under Board policy 2:265, *Title IX Grievance Procedure).*
7. Breastfeeding accommodations for students, 105 ILCS 5/10-20.60.
8. Bullying, 105 ILCS 5/27-23.7.
9. Misuse of funds received for services to improve educational opportunities for educationally disadvantaged or deprived children.
10. Curriculum, instructional materials, and/or programs.
11. Victims' Economic Security and Safety Act, 820 ILCS 180.
12. Illinois Equal Pay Act of 2003, 820 ILCS 112.
13. Provision of services to homeless students.
14. Illinois Whistleblower Act, 740 ILCS 174/1.
15. Misuse of genetic information prohibited by the Illinois Genetic Information Privacy Act, 410 ILCS 513/; and Titles I and II of the Genetic Information Nondiscrimination Act, 42 U.S.C. §2000ff et seq.
16. Employee Credit Privacy Act, 820 ILCS 70/.

The Complaint Manager will attempt to resolve complaints without resorting to this grievance procedure. If a formal complaint is filed under this policy, the Complaint Manager will address the complaint promptly and equitably. A student and/or parent/guardian filing a complaint under this policy may forego any informal suggestions and/or attempts to resolve it and may proceed directly to this grievance procedure. The Complaint Manager will not require a student or parent/guardian complaining of any form of harassment to attempt to resolve allegations directly with the accused (or the accused's parents/guardians); this includes mediation.

REVISED

Right to Pursue Other Remedies Not Impaired

The right of a person to prompt and equitable resolution of a complaint filed under this policy shall not be impaired by the person's pursuit of other remedies, e.g., criminal complaints, civil actions, etc. Use of this grievance procedure is not a prerequisite to the pursuit of other remedies and use of this grievance procedure does not extend any filing deadline related to the pursuit of other remedies. If a person is pursuing another remedy subject to a complaint under this policy, the District will continue with a simultaneous investigation under this policy.

Deadlines

All deadlines under this policy may be extended by the Complaint Manager as he or she deems appropriate. As used in this policy, *school business days* means days on which the District's main office is open.

Filing a Complaint

A person (hereinafter Complainant) who wishes to avail him or herself of this grievance procedure may do so by filing a complaint with any District Complaint Manager. The Complainant shall not be required to file a complaint with a particular Complaint Manager and may request a Complaint Manager of the same gender. The Complaint Manager may request the Complainant to provide a written statement regarding the nature of the complaint or require a meeting with a student's parent(s)/guardian(s). The Complaint Manager shall assist the Complainant as needed.

For any complaint alleging bullying and/or cyber-bullying of students, the Complaint Manager shall process and review the complaint according to Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, in addition to any response required by this policy. For any complaint alleging sexual harassment or other violation of Board policy 5:20, *Workplace Harassment Prohibited*, the Complaint Manager shall process and review the complaint according to that policy, in addition to any response required by this policy 2:260.

Investigation Process

The Complaint Manager will investigate the complaint or appoint a qualified person to undertake the investigation on his or her behalf. The Complaint Manager shall ensure both parties have an equal opportunity to present evidence during an investigation. If the Complainant is a student under 18 years of age, the Complaint Manager will notify his or her parent/guardian that they may attend any investigatory meetings in which their child is involved. The complaint and identity of the Complainant will not be disclosed except (1) as required by law, this policy, or any collective bargaining agreement, (2) as necessary to fully investigate the complaint, or (3) as authorized by the Complainant.

The identity of any student witnesses will not be disclosed except: (1) as required by law, this policy, or any collective bargaining agreement, or (2) as necessary to fully investigate the complaint, or (3) as authorized by the parent/guardian of the student witness, or by the student if the student is 18 years or age or older.

The Complaint Manager will inform, at regular intervals, the person(s) filing a complaint under this policy about the status of the investigation. Within 30 school business days after the date the complaint was filed, the Complaint Manager shall file a written report of his or her findings with the Superintendent. The Complaint Manager may request an extension of time.

The Superintendent will keep the Board informed of all complaints.

If a complaint contains allegations involving the Superintendent or Board member(s), the written report shall be filed directly with the Board, which will make a decision in accordance with paragraph four of the following section of this policy.

REVISED

Decision and Appeal

Within five school business days after receiving the Complaint Manager's report, the Superintendent shall mail his or her written decision to the Complainant and the accused by registered mail, return receipt requested, and/or personal delivery as well as to the Complaint Manager. All decisions shall be based upon the *preponderance of evidence* standard or clear and convincing evidence.

Within 10 school business days after receiving the Superintendent's decision, the Complainant or the accused may appeal the decision to the Board by making a written request to the Complaint Manager. The Complaint Manager shall promptly forward all materials relative to the complaint and appeal to the Board.

Within 30 school business days after an appeal of the Superintendent's decision, the Board shall affirm, reverse, or amend the Superintendent's decision or direct the Superintendent to gather additional information. Within five school business days after the Board's decision, the Superintendent shall inform the Complainant and the accused of the Board's action.

For complaints containing allegations involving the Superintendent or Board member(s), within 30 school business days after receiving the Complaint Manager's or outside investigator's report, the Board shall mail its written decision to the Complainant and the accused by registered mail, return receipt requested, and/or personal delivery as well as to the Complaint Manager.

This policy shall not be construed to create an independent right to a hearing before the Superintendent or Board. The failure to strictly follow the timelines in this grievance procedure shall not prejudice any party.

Appointing Nondiscrimination Coordinators, Title IX Coordinators, and Complaint Managers

The Superintendent shall appoint a Nondiscrimination Coordinator to manage the District's efforts to provide equal opportunity employment and educational opportunities and prohibit the harassment of employees, students, and others. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.

The Superintendent shall appoint at least one Complaint Manager to administer this policy. If possible, the Superintendent will appoint two Complaint Managers, each of a different gender. The District's Nondiscrimination Coordinator may be appointed as one of the Complaint Managers.

The Superintendent shall insert into this policy and keep current the names, office addresses, email addresses, and telephone numbers of the Nondiscrimination Coordinators, Title IX Coordinators, and Complaint Managers.

Nondiscrimination Coordinators/Title IX Coordinators:

Dr. Adam Zehr
Assistant Superintendent Human Resources
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azehr@district158.org

Mrs. Karrie Baughman
Director of Human Resources
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(847) 659-6178
kbaughman@district158.org

Complaint Managers:

Dr. Amy MacCrindle
Assistant Superintendent Learning & Innovation
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Mrs. Karrie Baughman
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REVISED

Mrs. Deanna Gill
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Mr. Mark Altmayer
Chief Financial Officer
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maltmayer@district158.org

LEGAL REF.:
8 U.S.C. §1324a et seq., Immigration Reform and Control Act.
20 U.S.C. §1232g, Family Education Rights Privacy Act.
20 U.S.C. §1400, The Individuals with Disabilities Education Act.
20 U.S.C. §1681 et seq., Title IX of the Education Amendments; 34 C.F.R., Part 106.
29 U.S.C. §206(d), Equal Pay Act.
29 U.S.C. §621 et seq., Age Discrimination in Employment Act.
29 U.S.C. §791 et seq., Rehabilitation Act of 1973.
29 U.S.C. §2612, Family and Medical Leave Act.
42 U.S.C. §2000d et seq., Title VI of the Civil Rights Act of 1964.
42 U.S.C. §2000e et seq., Title VII of the Civil Rights Act of 1964.
42 U.S.C. §2000ff et seq., Genetic Information Nondiscrimination Act.
42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.
42 U.S.C. § 12101 et seq., Americans With Disabilities Act.
105 ILCS 5/2-3.8, 5/3-10, 5/10-20, 5/10-20.5, 5/10-20.7a, 5/10-20.60, 5/10-20.69, 5/10-20.75, 5/10-22.5, 5/22-19, 5/22-95 ~~(final citation pending)~~, 5/22-110, 5/24-4, and 5/27.-1~~, 5/27-23.7, and 45/1-15~~.
5 ILCS 415/10(a)(2), Government Severance Pay Act.
5 ILCS 430/70-5(a), State Officials and Employees Ethics Act.
410 ILCS 513/, Ill. Genetic Information Privacy Act.
740 ILCS 174/ Ill. Whistleblower Act.
740 ILCS 175/, Ill. False Claims Act.
775 ILCS 5/, Ill. Human Rights Act.
820 ILCS 180, Victims' Economic Security and Safety Act, 56 Ill. Admin. Code Part 280.
820 ILCS 112, Equal Pay Act of 2003.
820 ILCS 70/, Employee Credit Privacy Act.
23 Ill. Admin. Code §§1.240, 200-40, 226.50, and 226.570.

REVISED

CROSS REF.: 2:105 (Ethics and Gift Ban), 2:265 (Title IX Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:90 (Abused and Neglected Child Reporting), 6:120 (Education of Children with Disabilities), 6:140 (Education of Homeless Children), 6:170 (Title I Programs), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs), 7:10 (Equal Educational Opportunities), 7:15 (Student and Family Privacy Rights), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:310 (Restrictions on Publications; Elementary Schools), 7:315 (Restrictions on Publications; High Schools), 8:70 (Accommodating Individuals with Disabilities), 8:95 (Parental Involvement), 8:110 (Public Suggestions and Concerns)

ADOPTED: May 17, 2001

REVISED: August 21, 2025

REVISED

Board of Education

Uniform Grievance Procedure

A student, parent/guardian, employee, or community member should notify any District Complaint Manager if he or she believes that the Board, its employees, or agents have violated his or her rights guaranteed by the State or federal Constitution, State or federal statute, or Board policy, or have a complaint regarding any one of the following:

1. Title II of the Americans with Disabilities Act, 42 U.S.C. §12101 et seq.
2. Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 et seq., excluding Title IX sexual harassment complaints governed by policy 2:265, *Title IX Grievance Procedure*.
3. Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. §791 et seq.
4. Discrimination and/or harassment on the basis of race, color, or national origin prohibited by the Illinois Human Rights Act, 775 ILCS 5/; Title VI of the Civil Rights Act of 1964, 42 U.S.C. §2000d et seq.; and/or Title VII of the Civil Rights Act of 1964, 42 U.S.C. §2000e et seq. (see Board policy 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited.*
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7. Breastfeeding accommodations for students, 105 ILCS 5/10-20.60.
8. Bullying, 105 ILCS 5/27-23.7.
9. Misuse of funds received for services to improve educational opportunities for educationally disadvantaged or deprived children.
10. Curriculum, instructional materials, and/or programs.
11. Victims' Economic Security and Safety Act, 820 ILCS 180.
12. Illinois Equal Pay Act of 2003, 820 ILCS 112.
13. Provision of services to homeless students.
14. Illinois Whistleblower Act, 740 ILCS 174/1.
15. Misuse of genetic information prohibited by the Illinois Genetic Information Privacy Act, 410 ILCS 513/; and Titles I and II of the Genetic Information Nondiscrimination Act, 42 U.S.C. §2000ff et seq.
16. Employee Credit Privacy Act, 820 ILCS 70/.

The Complaint Manager will attempt to resolve complaints without resorting to this grievance procedure. If a formal complaint is filed under this policy, the Complaint Manager will address the complaint promptly and equitably. A student and/or parent/guardian filing a complaint under this policy may forego any informal suggestions and/or attempts to resolve it and may proceed directly to this grievance procedure. The Complaint Manager will not require a student or parent/guardian complaining of any form of harassment to attempt to resolve allegations directly with the accused (or the accused's parents/guardians); this includes mediation.

CURRENT

Right to Pursue Other Remedies Not Impaired

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The Complaint Manager will investigate the complaint or appoint a qualified person to undertake the investigation on his or her behalf. The Complaint Manager shall ensure both parties have an equal opportunity to present evidence during an investigation. If the Complainant is a student under 18 years of age, the Complaint Manager will notify his or her parent/guardian that they may attend any investigatory meetings in which their child is involved. The complaint and identity of the Complainant will not be disclosed except (1) as required by law, this policy, or any collective bargaining agreement, (2) as necessary to fully investigate the complaint, or (3) as authorized by the Complainant.

The identity of any student witnesses will not be disclosed except: (1) as required by law, this policy, or any collective bargaining agreement, or (2) as necessary to fully investigate the complaint, or (3) as authorized by the parent/guardian of the student witness, or by the student if the student is 18 years or age or older.

The Complaint Manager will inform, at regular intervals, the person(s) filing a complaint under this policy about the status of the investigation. Within 30 school business days after the date the complaint was filed, the Complaint Manager shall file a written report of his or her findings with the Superintendent. The Complaint Manager may request an extension of time.

The Superintendent will keep the Board informed of all complaints.

If a complaint contains allegations involving the Superintendent or Board member(s), the written report shall be filed directly with the Board, which will make a decision in accordance with paragraph four of the following section of this policy.

CURRENT

Decision and Appeal

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Complaint Managers:

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Assistant Superintendent Learning & Innovation
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Chief Financial Officer
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LEGAL REF.:
8 U.S.C. §1324a et seq., Immigration Reform and Control Act.
20 U.S.C. §1232g, Family Education Rights Privacy Act.
20 U.S.C. §1400, The Individuals with Disabilities Education Act.
20 U.S.C. §1681 et seq., Title IX of the Education Amendments; 34 C.F.R., Part 106.
29 U.S.C. §206(d), Equal Pay Act.
29 U.S.C. §621 et seq., Age Discrimination in Employment Act.
29 U.S.C. §791 et seq., Rehabilitation Act of 1973.
29 U.S.C. §2612, Family and Medical Leave Act.
42 U.S.C. §2000d et seq., Title VI of the Civil Rights Act of 1964.
42 U.S.C. §2000e et seq., Title VII of the Civil Rights Act of 1964.
42 U.S.C. §2000ff et seq., Genetic Information Nondiscrimination Act.
42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.
42 U.S.C. § 12101 et seq., Americans With Disabilities Act.
105 ILCS 5/2-3.8, 5/3-10, 5/10-20, 5/10-20.5, 5/10-20.7a, 5/10-20.60, 5/10-20.69, 5/10-20.75, 5/10-22.5, 5/22-19, 5/22-95 (final citation pending), 5/24-4, 5/27.-1, 5/27-23.7, and 45/1-15.
5 ILCS 415/10(a)(2), Government Severance Pay Act.
5 ILCS 430/70-5(a), State Officials and Employees Ethics Act.
410 ILCS 513/, Ill. Genetic Information Privacy Act.
740 ILCS 174/ Ill. Whistleblower Act.
740 ILCS 175/, Ill. False Claims Act.
775 ILCS 5/, Ill. Human Rights Act.
820 ILCS 180, Victims' Economic Security and Safety Act, 56 Ill. Admin. Code Part 280.
820 ILCS 112, Equal Pay Act of 2003.
820 ILCS 70/, Employee Credit Privacy Act.
23 Ill. Admin. Code §§1.240, 200-40, 226.50, and 226.570.

CURRENT

CROSS REF.: 2:105 (Ethics and Gift Ban), 2:265 (Title IX Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:90 (Abused and Neglected Child Reporting), 6:120 (Education of Children with Disabilities), 6:140 (Education of Homeless Children), 6:170 (Title I Programs), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs), 7:10 (Equal Educational Opportunities), 7:15 (Student and Family Privacy Rights), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:310 (Restrictions on Publications; Elementary Schools), 7:315 (Restrictions on Publications; High Schools), 8:70 (Accommodating Individuals with Disabilities), 8:95 (Parental Involvement), 8:110 (Public Suggestions and Concerns)

ADOPTED: May 17, 2001

REVISED: August 21, 2025

CURRENT

Operational Services

Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors

Child sexual abuse and grooming behaviors harm students, their parents/guardians, the District's environment, its school communities, and the community at large, while diminishing a student's ability to learn. The Board has a responsibility and obligation to increase awareness and knowledge of: (1) issues regarding child sexual abuse, (2) likely warning signs that a child may be a victim of sexual abuse, (3) ~~grooming~~ behaviors related to child sexual abuse and grooming, (4) how to report child sexual abuse, (5) appropriate relationships between District employees and students based upon State law, and (6) how to prevent child sexual abuse.

To address the Board's obligation to increase awareness and knowledge of these issues, prevent sexual abuse of children, and define prohibited grooming behaviors, the Superintendent or designee shall implement an Awareness and Prevention of Sexual Abuse and Grooming Behaviors Program. The Program will:

1. Educate students with:
   a. An age-appropriate and evidence-informed health and safety education curriculum that includes methods for how to report child sexual abuse and grooming behaviors to authorities, through Board policy 6:60, *Curriculum Content;*
   b. Information in Board policy 7:250, *Student Support Services*, about (i) District counseling options, assistance, and intervention for students who are victims of or affected by sexual abuse, and (ii) community-based Children's Advocacy Centers and sexual assault crisis centers and how to access those serving the District.
2. Train District employees about child sexual abuse and grooming behaviors by January 31 of each school year with materials that include:
   a. A definition of prohibited grooming behaviors and employee-student boundary violations pursuant to Board policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*.
   b. Evidence-informed content on preventing, recognizing, reporting, and responding to child sexual abuse, grooming behaviors, and employee-student boundary violations pursuant to Board policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Grievance Procedure*; 5:90, *Abused and Neglected Child Reporting*; 5:100, *Staff Development Program*; and 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*; and
   c. How to report child sexual abuse, grooming behaviors, and/or employee-student boundary violations pursuant to Board policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting*.
3. Provide information to parents/guardians in student handbooks about the warning signs of child sexual abuse, grooming behaviors, and employee-student boundary violations with evidence-informed educational information that also includes:
   a. Assistance, referral, or resource information, including how to recognize grooming behaviors, appropriate relationships between District employees and students based upon Board policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*, and how to prevent child sexual abuse from happening;
   b. Methods for how to report child sexual abuse, grooming behaviors, and/or employee-student boundary violations to authorities; and

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c. Available counseling and resources for children who are affected by sexual abuse, including both emotional and educational support for students affected by sexual abuse, so that the student can continue to succeed in school pursuant to Board policy 7:250, *Student Support Services*.

4. Provide parents/guardians of students in any of grades K through 8 with not less than five days' written notice before commencing any class or course providing instruction in recognizing and avoiding sexual abuse, as well as the opportunity to object in writing.

LEGAL REF.: 105 ILCS 5/10, 5/10-23.13, 5/22-85.5, and 5/27-1015~~9.1a, and 5/27-13.2~~.
105 ILCS 110/3, Critical Health Problems and Comprehensive Health Education Act.
325 ILCS 5/, Abused and Neglected Child Reporting Act.
720 ILCS 5/11-25, Criminal Code of 2012.

CROSS REF.: 2:60 (Uniform Grievance Procedure), 2:265 (Title IX Grievance Procedure), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 6:60 (Curriculum Content), 7:20 (Harassment of Students Prohibited), 7:250 (Student Support Services)

ADOPTED: March 17, 2022

REVISED: June 20, 2024

REVISED

Operational Services

Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors

Child sexual abuse and grooming behaviors harm students, their parents/guardians, the District's environment, its school communities, and the community at large, while diminishing a student's ability to learn. The Board has a responsibility and obligation to increase awareness and knowledge of: (1) issues regarding child sexual abuse, (2) likely warning signs that a child may be a victim of sexual abuse, (3) grooming behaviors related to child sexual abuse and grooming, (4) how to report child sexual abuse, (5) appropriate relationships between District employees and students based upon State law, and (6) how to prevent child sexual abuse.

To address the Board's obligation to increase awareness and knowledge of these issues, prevent sexual abuse of children, and define prohibited grooming behaviors, the Superintendent or designee shall implement an Awareness and Prevention of Sexual Abuse and Grooming Behaviors Program. The Program will:

1. Educate students with:
    a. An age-appropriate and evidence-informed health and safety education curriculum that includes methods for how to report child sexual abuse and grooming behaviors to authorities, through policy 6:60, *Curriculum Content;*
    b. Information in policy 7:250, *Student Support Services*, about (i) District counseling options, assistance, and intervention for students who are victims of or affected by sexual abuse, and (ii) community-based Children's Advocacy Centers and sexual assault crisis centers and how to access those serving the District.
2. Train District employees about child sexual abuse and grooming behaviors by January 31 of each school year with materials that include:
    a. A definition of prohibited grooming behaviors and employee-student boundary violations pursuant to policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*.
    b. Evidence-informed content on preventing, recognizing, reporting, and responding to child sexual abuse, grooming behaviors, and employee-student boundary violations pursuant to policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Grievance Procedure*; 5:90, *Abused and Neglected Child Reporting*; 5:100, *Staff Development Program*; and 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*; and
    c. How to report child sexual abuse, grooming behaviors, and/or employee-student boundary violations pursuant to policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting*.
3. Provide information to parents/guardians in student handbooks about the warning signs of child sexual abuse, grooming behaviors, and employee-student boundary violations with evidence-informed educational information that also includes:
    a. Assistance, referral, or resource information, including how to recognize grooming behaviors, appropriate relationships between District employees and students based upon policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*, and how to prevent child sexual abuse from happening;
    b. Methods for how to report child sexual abuse, grooming behaviors, and/or employee-student boundary violations to authorities; and

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c. Available counseling and resources for children who are affected by sexual abuse, including both emotional and educational support for students affected by sexual abuse, so that the student can continue to succeed in school pursuant to policy 7:250, *Student Support Services*.

4. Provide parents/guardians of students in any of grades K through 8 with not less than five days' written notice before commencing any class or course providing instruction in recognizing and avoiding sexual abuse, as well as the opportunity to object in writing.

LEGAL REF.: 105 ILCS 5/10, 5/10-23.13, 5/22-85.5, 5/27-9.1a, and 5/27-13.2.
105 ILCS 110/3, Critical Health Problems and Comprehensive Health Education Act.
325 ILCS 5/, Abused and Neglected Child Reporting Act.
720 ILCS 5/11-25, Criminal Code of 2012.

CROSS REF.: 2:60 (Uniform Grievance Procedure), 2:265 (Title IX Grievance Procedure), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 6:60 (Curriculum Content), 7:20 (Harassment of Students Prohibited), 7:250 (Student Support Services)

ADOPTED: March 17, 2022

REVISED: June 20, 2024

CURRENT

General Personnel

Hiring Process and Criteria

The District hires the most qualified personnel consistent with budget and staffing requirements and in compliance with Board policy on equal employment opportunity and minority recruitment. The Superintendent is responsible for recruiting personnel and making hiring recommendations to the Board. If the Superintendent's recommendation is rejected, the Superintendent must submit another. No individual will be employed who has been convicted of a criminal offense listed in 105 ILCS 5/21B-80(c).

All applicants must complete a District application in order to be considered for employment.

Job Descriptions

The Board maintains the Superintendent's job description and directs, through policy, the Superintendent, in his or her charge of the District's administration.

The Superintendent shall develop and maintain a current, comprehensive job description for each position or job category, however, a provision in a collective bargaining agreement or individual contract will control in the event of a conflict.

Investigations

The Superintendent or designee shall ensure that a fingerprint-based criminal history records check and a check of the Statewide Sex Offender Database and Violent Offender Against Youth Database is performed on each applicant as required by State law. When the applicant is a successful superintendent candidate who has been offered employment by the Board, the Board President shall ensure that these checks are completed. The Superintendent or designee, or if the applicant is a successful superintendent candidate, then the Board President shall notify an applicant if the applicant is identified in either database. The School Code requires the Board President to keep a conviction record confidential and share it only with the Superintendent, Regional Superintendent, State Superintendent, State Educator Preparation and Licensure Board, or any other person necessary to the hiring decision, the Ill. State Police and/or Statewide Sex Offender Database for purposes of clarifying the information, and/or the Teachers' Retirement System of the State of Illinois when required by law. The Board reserves its right to authorize additional background inquiries beyond a fingerprint-based criminal history records check when it deems it appropriate to do so, in accordance with applicable laws.

Each newly hired employee must complete a U.S. Citizenship and Immigration Services Form as required by federal law.

The District retains the right to discharge any employee whose criminal background investigation reveals a conviction for committing or attempting to commit any of the offenses outlined in 105 ILCS 5/21B-80 or who falsifies, or omits facts from, his or her employment application or other employment documents. If an indicated finding of abuse or neglect of a child has been issued by the Ill. Department of Children and Family Services or by a child welfare agency of another jurisdiction for any applicant for student teaching, applicant for employment, or any District employee, then the Board must consider that person's status as a condition of employment.

The Superintendent shall ensure that the District does not engage in any investigation or inquiry prohibited by law and complies with each of the following:

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1. The District uses an applicant's credit history or report from a consumer reporting agency only when a satisfactory credit history is an established bona fide occupational requirement of a particular position.
2. The District does not screen applicants based on their current or prior wages or salary histories, including benefits or other compensation, by requiring that the wage or salary history satisfy minimum or maximum criteria.
3. The District does not request or require a wage or salary history as a condition of being considered for employment, being interviewed, continuing to be considered for an offer of employment, an offer of employment, or an offer of compensation.
4. The District does not request or require an applicant disclose wage or salary history as a condition of employment.
5. The District does not ask an applicant or applicant's current or previous employers about wage or salary history, including benefits or other compensation.
6. The District does not ask an applicant or applicant's previous employers about claim(s) made or benefit(s) received under the Workers' Compensation Act.
7. The District does not request of an applicant or employee access in any manner to his or her personal online account, such as social networking websites, including a request for passwords to such accounts.
8. The District provides equal employment opportunities to all persons. See Board policy 5:10, *Equal Employment Opportunity and Minority Recruitment.*

Sexual Misconduct Related Employment History Review (EHR)

Prior to hiring an applicant for a position involving *direct contact with children or students*, the Superintendent shall ensure that an EHR is performed as required by State law. When the applicant is a superintendent candidate, the Board President shall ensure that the EHR is initiated before a successful superintendent candidate is offered employment by the Board.

Physical Examinations

Each new employee must furnish evidence of physical fitness to perform assigned duties and freedom from communicable disease. The physical fitness examination must be performed by a physician licensed in Illinois, or any other state, to practice medicine and surgery in any of its branches, a licensed advanced practice registered nurse or a licensed physician assistant who has been delegated the authority by his or her supervising physician to perform health examinations. The employee must have the physical examination performed no more than 90 days before submitting evidence of it to the District.

Any employee may be required to have an additional examination by a physician who is licensed in Illinois to practice medicine and surgery in all its branches, a licensed advanced practice registered nurse or a licensed physician assistant who has been delegated the authority by his or her supervising physician to perform health examinations, if the examination is job-related and consistent with business necessity. The Board will pay the expenses of ~~any~~ such examination.

Drug Testing

The District is a drug-free workplace as provided in Board policy 5:50, *Drug- and Alcohol-Free Workplace, E-Cigarette, Tobacco, and Cannabis Prohibition.* Upon receipt of a contingent offer of employment, applicants must complete pre-employment drug testing which shows no positive result of cannabis, illegal drugs, or alcohol. Applicants to whom a contingent offer is made whose pre-employment drug test returns positive for illegal drugs or alcohol will be ineligible for employment and will have their contingent offer of employment revoked.

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Applicants to whom a contingent offer is made whose pre-employment drug test returns positive for cannabis may be ineligible for employment and are subject to having their contingent offer of employment revoked. Applicants who test positive for cannabis will be afforded a reasonable opportunity to explain a positive result for cannabis. The District has sole discretion in determining whether to revoke the contingent offer of employment.

No applicant will be tested under this policy without his or her consent. However, the failure or refusal of any applicant for employment to consent to such testing will be treated as a failure to complete the application process, precluding any consideration of the applicant for employment.

Cannabis means marijuana, hashish, and other substances that are identified as including any parts of the plant Cannabis sativa and including derivatives or subspecies, such as Indica, of all strains of cannabis, whether growing or not; the seeds thereof, the resin extracted from any part of the plan; and any compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin, including tetrahydrocannabinol (THC) and all other naturally produced cannabinol derivatives, whether produced directly or indirectly by extraction; however, "cannabis" does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted from it), fiber, oil or cake, or the sterilized seed of the plant that is incapable of germination.

Orientation Program

The District's staff will provide an orientation program for new employees to acquaint them with the District's policies and procedures, the school's rules and regulations, and the responsibilities of their position. Before beginning employment, each employee must sign the *Acknowledgement of Mandated Reporter Status* form as provided in Board policy 5:90, *Abused and Neglected Child Reporting*.

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LEGAL REF.: 8 U.S.C. §1324a et seq., Immigration Reform and Control Act.
15 U.S. C. §1681 et seq., Fair Credit Reporting Act.
42 U.S.C. §12112, Americans with Disabilities Act; 29 C.F.R. Part 1630.
8 U.S. C. §1324a et seq., Immigration Reform and Control Act.
105 ILCS 5/10-16.7, 5/10-20.7, 5/10-21.4, 5/10-21.9, 5/10-22.34, 5/10-22.34b, 5/21B-10, 5/21B-80, 5/21B-85, 5/22-6.5, 5/22-94, and 5/24-5.
20 ILCS 2630/3.3, Criminal Identification Act.
820 ILCS 55/, Right to Privacy in the Workplace Act.
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Duldulao v. St. Mary of Nazareth Hospital, 136 Ill. App. 3d 763 (1st Dist. 1985), *aff'd in part and remanded* 115 Ill. 2d 482 (Ill. 1987).
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CROSS REF.: 2:260 (Uniform Grievance Procedure), 3:50 (Administrative Personnel Other Than the Superintendent), 4:60 (Purchases and Contracts), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:40 (Communicable and Chronic Infectious Disease), 5:50 (Drug- and Alcohol-Free Workplace, E-Cigarette, Tobacco, and Cannabis Prohibition), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:200 (Substitute Teachers), 5:280 (Duties and Qualifications)

ADOPTED: May 17, 2001

REVISED: January 16, 2025

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General Personnel

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Each newly hired employee must complete a U.S. Citizenship and Immigration Services Form as required by federal law.

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Orientation Program

The District's staff will provide an orientation program for new employees to acquaint them with the District's policies and procedures, the school's rules and regulations, and the responsibilities of their position. Before beginning employment, each employee must sign the *Acknowledgement of Mandated Reporter Status* form as provided in policy 5:90, *Abused and Neglected Child Reporting.*

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LEGAL REF.: 8 U.S.C. §1324a et seq., Immigration Reform and Control Act.
15 U.S. C. §1681 et seq., Fair Credit Reporting Act.
42 U.S.C. §12112, Americans with Disabilities Act; 29 C.F.R. Part 1630.
8 U.S. C. §1324a et seq., Immigration Reform and Control Act.
105 ILCS 5/10-16.7, 5/10-20.7, 5/10-21.4, 5/10-21.9, 5/10-22.34, 5/10-22.34b, 5/21B-10, 5/21B-80, 5/21B-85, 5/22-6.5, 5/22-94, and 5/24-5.
20 ILCS 2630/3.3, Criminal Identification Act.
820 ILCS 55/, Right to Privacy in the Workplace Act.
820 ILCS 70/, Employee Credit Privacy Act.
410 ILCS 705/10-50, Cannabis Regulation and Tax Act.
820 ILCS 112/10(b-5), Equal Pay Act.
820 ILCS 112/, Equal Pay Act of 2003.
Duldulao v. St. Mary of Nazareth Hospital, 136 Ill. App. 3d 763 (1st Dist. 1985), *aff'd in part and remanded* 115 Ill. 2d 482 (Ill. 1987).
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CROSS REF.: 2:260 (Uniform Grievance Procedure), 3:50 (Administrative Personnel Other Than the Superintendent), 4:60 (Purchases and Contracts), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:40 (Communicable and Chronic Infectious Disease), 5:50 (Drug- and Alcohol-Free Workplace, E-Cigarette, Tobacco, and Cannabis Prohibition), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:200 (Substitute Teachers), 5:280 (Duties and Qualifications)

ADOPTED: May 17, 2001

REVISED: January 16, 2025

CURRENT

General Personnel

Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition

All District workplaces are drug- and alcohol-free workplaces.

An employee is *on call* when the District schedules the employee with at least 24 hours' notice to be on standby or otherwise responsible for performing employment-related tasks either at the District or another location previously designated by the District. All employees shall be prohibited from engaging in any of the following activities while on District premises or while performing work or being on call for the District. An employee is on call when the employer schedules the employee with at least 24 hours' notice to be on standby or otherwise responsible for performing employment-related tasks either at the employer's location or another previously-designated location.

1. Unlawful manufacture, dispensing, distribution, possession, or use of an illegal or controlled substance.
2. Distribution, consumption, use, possession, or being impaired by or under the influence of an alcoholic beverage; being present on District premises or while performing work for the District when alcohol consumption is detectible, regardless of when and/or where the use occurred.
3. Distribution, consumption, possession, use, or being impaired by or under the influence of cannabis on District premises or while performing work for the District when impaired by or under the influence of cannabis, regardless of when and/or where the use occurred, unless distribution, possession, and/or use is by a school nurse or school administrator pursuant to *Ashley's Law,* 105 ILCS 5/22-33. The District considers employees impaired by or under the influence of cannabis when there is a good faith belief that an employee manifests specific articulable symptoms while working that decrease or lessen the employee's performance of the duties or tasks of the employee's job position.

Upon the Superintendent or designee's reasonable suspicion of an employee's violation of any of the prohibited activities stated above, the Superintendent or designee may direct the employee to undergo a drug and/or alcohol test to corroborate or refute the alleged violation. State law prohibits the District from liability when it takes actions pursuant to a reasonable workplace drug policy, including but not limited to subjecting an employee or applicant to reasonable drug and alcohol testing, reasonable and nondiscriminatory random drug testing, discipline, termination of employment, or withdrawal of a job offer due to a failure of a drug test.

For purposes of this policy a controlled substance is one that is:

1. Not legally obtainable;
2. Being used in a manner different than prescribed;
3. Legally obtainable, but has not been legally obtained; or
4. Referenced in federal or State controlled substance acts.

For purposes of this policy, *District premises* means workplace as defined in the Cannabis Regulation and Tax Act (CRTA) in addition to District and school buildings, grounds, and parking areas; vehicles used for school purposes; and any location used for a Board meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities. *School grounds* means the real property comprising any school, any conveyance used to transport students to school or a school-related activity, and any public way within 1,000 feet of any school ground, designated school bus

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stops where students are waiting for the school bus, and school-sponsored or school-sanctioned events or activities. "Vehicles used for school purposes" means school buses or other school vehicles.

For purposes of this policy, applicants will be deemed to be "under the influence" of an illegal drug whenever test results confirm the employee to have detectable levels of any illegal drug in his or her system. Further, employees will be deemed to be under the influence of alcohol whenever test results confirm a blood alcohol concentration of .02 percent or more or a urine alcohol concentration of .04 percent or more. Safety-sensitive positions include administrators, teachers, other professional staff working directly with students, teacher aides and other paraprofessional staff working directly with students, and non-volunteer coaches and extracurricular sponsors.

As a condition of employment, each employee shall:

1. Abide by the terms of this Board policy respecting a drug- and alcohol-free workplace;
2. Notify his or her supervisor of his or her conviction under any criminal drug statute for a violation occurring on the District premises or while performing work for the District, no later than five calendar days after such a conviction; and
3. Complete pre-employment testing which shows no positive results for cannabis, illegal drugs or alcohol pursuant to policy 5:30, *Hiring Process and Criteria*.

Unless otherwise prohibited by this policy, prescription and over-the-counter medications are not prohibited when taken in standard dosages and/or according to prescriptions from the employee's licensed health care provider, provided that an employee's work performance is not impaired.

To make employees aware of the dangers of drug and alcohol abuse, the Superintendent or designee shall perform each of the following:

1. Provide each employee with a copy of this policy.
2. Post notice of this policy in a place where other information for employees is posted.
3. Make available materials from local, state, and national anti-drug and alcohol-abuse organizations.
4. Enlist the aid of community and state agencies with drug and alcohol informational and rehabilitation programs to provide information to District employees.
5. Establish a drug-free awareness program to inform employees about:
   a. The dangers of drug abuse in the workplace;
   b. Available drug and alcohol counseling, rehabilitation, re-entry, and any employee assistance programs; and
   c. The penalties that the District may impose upon employees for violations of this policy.
6. Remind employees that Board policy 6:60, *Curriculum Content*, requires the District to educate students, depending upon their grade, about drug and substance abuse prevention and relationships between drugs, alcohol, and violence.

E-Cigarette, Tobacco, and Cannabis Prohibition

All employees are covered by the conduct prohibitions contained in policy 8:30, *Visitors to and Conduct on School Property*. The prohibition on the use of e-cigarettes, tobacco, and cannabis products applies both (1) when an employee is on school property, and (2) while an employee is performing work for the District at a school event regardless of the event's location.

Tobacco has the meaning provided in 105 ILCS 5/10-20.5b.

Cannabis has the meaning provided in the CRTA, 410 ILCS 705/1-10.

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E-Cigarette is short for electronic cigarette and includes, but is not limited to, any electronic nicotine delivery system (ENDS), electronic cigar, electronic cigarillo, electronic pipe, electronic hookah, vape pen, or similar product or device, and any components or parts that can be used to build the product or device.

District Action Upon Violation of Policy

An employee who violates this policy may be subject to disciplinary action, including termination. In addition or alternatively, the Board may require an employee to successfully complete an appropriate drug- or alcohol-abuse rehabilitation program.

Any employee, including registered qualifying patients using cannabis in accordance with the Compassionate Use of Medical Cannabis Program Act, who is determined to be under the influence of or impaired by cannabis will first be given a reasonable opportunity to contest the basis of the determination before being subject to discipline.

The Board shall take disciplinary action with respect to an employee convicted of a drug offense in the workplace within 30 days after receiving notice of the conviction.

Should District employees be engaged in the performance of work under a federal contract or grant, or under a State contract or grant of $5,000 or more, the Superintendent shall notify the appropriate State or federal agency from which the District receives contract or grant monies of the employee's conviction within 10 days after receiving notice of the conviction.

Disclaimer

The Board reserves the right to interpret, revise or discontinue any provision of this policy pursuant to the **Suspension of Policies** subhead in Board policy 2:240, *Board Policy Development.*

LEGAL REF.: 20 U.S.C. §7101 et seq., Safe and Drug-Free School and Communities Act of 1994.
21 U.S.C. §812, Controlled Substances Act; 21 C.F.R. §1308.11-1308.15.
41 U.S.C. §8101 et seq., Drug-Free Workplace Act of 1988.
42 U.S.C. §12114, Americans With Disabilities Act.
21 C.F.R. Parts 1100, 1140, and 1143.
30 ILCS 580/, Drug-Free Workplace Act.
105 ILCS 5/10-20.5b.
410 ILCS 82/, Smoke Free Illinois Act.
410 ILCS 130/, Compassionate Use of Medical Cannabis Program Act.
410 ILCS 705/1-1 et seq., Cannabis Regulation and Tax Act.
720 ILCS 675, Prevention of Tobacco Use by Persons Under 21 Years of Age and Sale and Distribution of Tobacco Products Act.
820 ILCS 55/, Right to Privacy in the Workplace Act.
23 Ill. Admin. Code §22.20.

CROSS REF.: 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 6:60 (Curriculum Content), 8:30 (Visitors to and Conduct on School Property)

ADOPTED: May 17, 2001

REVISED: January 18, 2024

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General Personnel

Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition

All District workplaces are drug- and alcohol-free workplaces.

All employees shall be prohibited from engaging in any of the following activities while on District premises or while performing work or being *on call* for the District. An employee is on call when the employer schedules the employee with at least 24 hours' notice to be on standby or otherwise responsible for performing employment related tasks either at the employer's location or another previously-designated location.

1. Unlawful manufacture, dispensing, distribution, possession, or use of an illegal or controlled substance.
2. Distribution, consumption, use, possession, or being impaired by or under the influence of an alcoholic beverage; being present on District premises or while performing work for the District when alcohol consumption is detectible, regardless of when and/or where the use occurred.
3. Distribution, consumption, possession, use, or being impaired by or under the influence of cannabis on District premises or while performing work for the District when impaired by or under the influence of cannabis, regardless of when and/or where the use occurred, unless distribution, possession, and/or use is by a school nurse or school administrator pursuant to *Ashley's Law,* 105 ILCS 5/22-33. The District considers employees impaired by or under the influence of cannabis when there is a good faith belief that an employee manifests specific articulable symptoms while working that decrease or lessen the employee's performance of the duties or tasks of the employee's job position.

Upon the Superintendent or designee's reasonable suspicion of an employee's violation of any of the prohibited activities stated above, the Superintendent or designee may direct the employee to undergo a drug and/or alcohol test to corroborate or refute the alleged violation. State law prohibits the District from liability when it takes actions pursuant to a reasonable workplace drug policy, including but not limited to subjecting an employee or applicant to reasonable drug and alcohol testing, reasonable and nondiscriminatory random drug testing, discipline, termination of employment, or withdrawal of a job offer due to a failure of a drug test.

For purposes of this policy a controlled substance is one that is:

1. Not legally obtainable;
2. Being used in a manner different than prescribed;
3. Legally obtainable, but has not been legally obtained; or
4. Referenced in federal or State controlled substance acts.

For purposes of this policy, *District premises* means workplace as defined in the Cannabis Regulation and Tax Act (CRTA) in addition to District and school buildings, grounds, and parking areas; vehicles used for school purposes; and any location used for a Board meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities. *School grounds* means the real property comprising any school, any conveyance used to transport students to school or a school-related activity, and any public way within 1,000 feet of any school ground, designated school bus stops where students are waiting for the school bus, and school-sponsored or school-sanctioned events or activities. "Vehicles used for school purposes" means school buses or other school vehicles.

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For purposes of this policy, applicants will be deemed to be "under the influence" of an illegal drug whenever test results confirm the employee to have detectable levels of any illegal drug in his or her system. Further, employees will be deemed to be under the influence of alcohol whenever test results confirm a blood alcohol concentration of .02 percent or more or a urine alcohol concentration of .04 percent or more. Safety-sensitive positions include administrators, teachers, other professional staff working directly with students, teacher aides and other paraprofessional staff working directly with students, and non-volunteer coaches and extracurricular sponsors.

As a condition of employment, each employee shall:

1. Abide by the terms of this Board policy respecting a drug- and alcohol-free workplace;
2. Notify his or her supervisor of his or her conviction under any criminal drug statute for a violation occurring on the District premises or while performing work for the District, no later than five calendar days after such a conviction; and
3. Complete pre-employment testing which shows no positive results for cannabis, illegal drugs or alcohol pursuant to policy 5:30, *Hiring Process and Criteria*.

Unless otherwise prohibited by this policy, prescription and over-the-counter medications are not prohibited when taken in standard dosages and/or according to prescriptions from the employee's licensed health care provider, provided that an employee's work performance is not impaired.

To make employees aware of the dangers of drug and alcohol abuse, the Superintendent or designee shall perform each of the following:

1. Provide each employee with a copy of this policy.
2. Post notice of this policy in a place where other information for employees is posted.
3. Make available materials from local, state, and national anti-drug and alcohol-abuse organizations.
4. Enlist the aid of community and state agencies with drug and alcohol informational and rehabilitation programs to provide information to District employees.
5. Establish a drug-free awareness program to inform employees about:
   a. The dangers of drug abuse in the workplace;
   b. Available drug and alcohol counseling, rehabilitation, re-entry, and any employee assistance programs; and
   c. The penalties that the District may impose upon employees for violations of this policy.
6. Remind employees that policy 6:60, *Curriculum Content*, requires the District to educate students, depending upon their grade, about drug and substance abuse prevention and relationships between drugs, alcohol, and violence.

<u>E-Cigarette, Tobacco, and Cannabis Prohibition</u>

All employees are covered by the conduct prohibitions contained in policy 8:30, *Visitors to and Conduct on School Property*. The prohibition on the use of e-cigarettes, tobacco, and cannabis products applies both (1) when an employee is on school property, and (2) while an employee is performing work for the District at a school event regardless of the event's location.

Tobacco has the meaning provided in 105 ILCS 5/10-20.5b.

Cannabis has the meaning provided in the CRTA, 410 ILCS 705/1-10.

E-Cigarette is short for electronic cigarette and includes, but is not limited to, any electronic nicotine delivery system (ENDS), electronic cigar, electronic cigarillo, electronic pipe, electronic hookah,

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vape pen, or similar product or device, and any components or parts that can be used to build the product or device.

District Action Upon Violation of Policy

An employee who violates this policy may be subject to disciplinary action, including termination. In addition or alternatively, the Board may require an employee to successfully complete an appropriate drug- or alcohol-abuse rehabilitation program.

Any employee, including registered qualifying patients using cannabis in accordance with the Compassionate Use of Medical Cannabis Program Act, who is determined to be under the influence of or impaired by cannabis will first be given a reasonable opportunity to contest the basis of the determination before being subject to discipline.

The Board shall take disciplinary action with respect to an employee convicted of a drug offense in the workplace within 30 days after receiving notice of the conviction.

Should District employees be engaged in the performance of work under a federal contract or grant, or under a State contract or grant of $5,000 or more, the Superintendent shall notify the appropriate State or federal agency from which the District receives contract or grant monies of the employee's conviction within 10 days after receiving notice of the conviction.

Disclaimer

The Board reserves the right to interpret, revise or discontinue any provision of this policy pursuant to the **Suspension of Policies** subhead in policy 2:240, *Board Policy Development*.

LEGAL REF.: 20 U.S.C. §7101 et seq., Safe and Drug-Free School and Communities Act of 1994.
21 U.S.C. §812, Controlled Substances Act; 21 C.F.R. §1308.11-1308.15.
41 U.S.C. §8101 et seq., Drug-Free Workplace Act of 1988.
42 U.S.C. §12114, Americans With Disabilities Act.
21 C.F.R. Parts 1100, 1140, and 1143.
30 ILCS 580/, Drug-Free Workplace Act.
105 ILCS 5/10-20.5b.
410 ILCS 82/, Smoke Free Illinois Act.
410 ILCS 130/, Compassionate Use of Medical Cannabis Program Act.
410 ILCS 705/1-1 et seq., Cannabis Regulation and Tax Act.
720 ILCS 675, Prevention of Tobacco Use by Persons Under 21 Years of Age and Sale and Distribution of Tobacco Products Act.
820 ILCS 55/, Right to Privacy in the Workplace Act.
23 Ill. Admin. Code §22.20.

CROSS REF.: 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 6:60 (Curriculum Content), 8:30 (Visitors to and Conduct on School Property)

ADOPTED: May 17, 2001

REVISED: January 18, 2024

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Professional Personnel

Leaves of Absence

Each of the provisions in this policy applies to all professional personnel to the extent that it does not conflict with an applicable collective bargaining agreement or individual employment contract or benefit plan; in the event of a conflict, such provision is severable and the applicable bargaining agreement or individual agreement will control.

Sick and Bereavement Leave, and Personal Leave

Please refer to the current "Agreement between Huntley Education Association (HEA) and the Board of Education (BOE) Huntley Community School District 158."

Sick leave is defined in State law as personal illness, mental or behavioral health complications, quarantine at home, or serious illness or death in the immediate family or household, or birth, adoption, placement for adoption, or the acceptance of a child in need of foster care.

As a condition for paying sick leave after three days absence for personal illness or as the Board or Superintendent deem necessary in other cases, the Board or Superintendent may require that the staff member provide a certificate from: (1) a physician licensed in Illinois to practice medicine and surgery in all its branches, (2) a mental health professional licensed in Illinois providing ongoing care or treatment to the staff member, (3) a chiropractic physician licensed under the Medical Practice Act, (4) a licensed advanced practice registered nurse, (5) a licensed physician assistant who has been delegated the authority to perform health examinations by his or her supervising physician, or (6) if the treatment is by prayer or spiritual means, a spiritual advisor or practitioner of the employee's faith. If the Board or Superintendent requires a certificate during a leave of less than three days for personal illness, the District shall pay the expenses incurred by the employee.

Staff members are entitled to use up to 30 days of paid sick leave because of the birth of a child that is not dependent on the need to recover from childbirth. Such days may be used at any time within the 12-month period following the birth of the child. Intervening periods of nonworking days or school not being in session, such as breaks and holidays, do not count towards the 30 working school days. As a condition of paying sick leave beyond the 30 working school days, the Board or Superintendent may require medical certification.

For purposes of adoption, placement for adoption, or acceptance of a child in need of foster care, paid sick leave may be used for reasons related to the formal adoption or the formal foster care process prior to taking custody of the child or accepting the child in need of foster care, and for taking custody of the child or accepting the child in need of foster care. Such leave is limited to 30 days unless a longer leave is provided in an applicable collective bargaining agreement, and need not be used consecutively once the formal adoption or foster care process is underway. The Board or Superintendent may require that the employee provide evidence that the formal adoption or foster care process is underway.

Family Bereavement Leave

State law allows a maximum of ten unpaid work days for eligible employees (Family and Medical Leave Act of 1993, 20 U.S.C. §2601 et seq.) to take family bereavement leave. The purpose, requirements, scheduling, and all other terms of the leave are governed by the Family Bereavement Leave Act. Eligible employees may use family bereavement leave, without any adverse employment action, for: (1) attendance by the bereaved staff member at the funeral or alternative to a funeral of a covered family member, which includes an employee's child, stepchild, spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent (2) making arrangements necessitated by the death of the staff member's child covered family member, (3)

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grieving the death of the covered family member, or (4) absence from work due to a Significant Event, which includes: (i) miscarriage, (ii) an unsuccessful round of intrauterine insemination or of an assisted reproductive technology procedure, (iii) a failed adoption match or an adoption that is not finalized because it is contested by another party, (iv) a failed surrogacy agreement, (v) a diagnosis that negatively impacts pregnancy or fertility, or (vi) a still birth. An employee qualifying for leave due to a Significant Event will not be required to identify when specific reason applies to the employee's request.

The leave must be completed within 60 days after the date on which the employee received notice of the death of the covered family member or the date on which an event under item (4) above occurs. However, in the event of the death of more than one covered family member in a 12-month period, an employee is entitled to up to a total of six weeks of bereavement leave during the 12-month period, subject to certain restrictions under State and federal law. Other existing forms of leave may be substituted for the leave provided in the Family Bereavement Leave Act. This policy does not create any right for an employee to take family bereavement leave that is inconsistent with the Family Bereavement Leave Act.

Child Extended Bereavement Leave

Unpaid leave from work is available to employees who experience the loss of a child by suicide or homicide. The Child Extended Bereavement Leave Act governs the duration, scheduling, continuity of benefits, and all other terms of the leave. Accordingly, if the District employs 250 or more employees on a full-time basis, an employee is entitled to a total of 12 weeks of unpaid leave within one year after the employee notifies the District of the loss. An employee may elect to substitute other forms of leave to which the employee is entitled for the leave provided under the Child Extended Bereavement Leave Act.

Sabbatical Leave

Sabbatical leave may be granted in accordance with the School Code.

Leave of Absence Without Pay

Leave of absence without pay may be granted to professional staff members who have rendered satisfactory service to the District, according to the following conditions:

1. A professional teacher may be granted a leave of absence not to exceed one year. Application of such leave shall be submitted in writing to the Superintendent at least thirty (30) calendar days in advance, provided the advanced application may be waived by the Board under appropriate circumstances. Such application shall be submitted to the Board at its next regular meeting.
2. No salary shall be paid during the leave nor shall the year be counted as a year taught on the salary schedule unless the teacher shall work more than 100 days full time.
3. After the leave, the teacher shall return to a position for which he/she is legally qualified.
4. A teacher granted a leave as hereunder may continue insurance benefits by paying all required premiums in advance to the month due.
5. A teacher granted leave hereunder of eight (8) months or more, as a condition thereof, shall advise the Superintendent in writing at least 180 calendar days prior to the termination of such leave that he/she intends to return to employment. Failure to advise the Superintendent of intent to return as required by this section shall be treated as an election not to return to employment and as a resignation from the District.
6. The granting of, or withholding of leave shall be at the sole discretion of the Board and such action in one instance shall not be precedential with respect to any other application.

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Leave to Serve as an Election Judge

Any staff member who was appointed to serve as an election judge under State law may, after giving at least 20-days' written notice to the District, be absent without pay for the purpose of serving as an election judge. The staff member is not required to use any form of paid leave to serve as an election judge. No more than 10% of the District's employees may be absent to serve as election judges on the same Election Day.

Leaves For Service in the Military

Leaves for service in the U.S. Armed Services or any of its reserve components and the National Guard, as well as re-employment rights, will be granted in accordance with State and federal law. A professional staff member hired to replace one in military service does not acquire tenure.

General Assembly Leave

Leaves for service in the General Assembly, as well as re-employment rights, will be granted in accordance with State and federal law. A professional staff member hired to replace one in the General Assembly does not acquire tenure.

School Visitation Leave

An eligible professional staff member is entitled to eight hours during any school year, no more than four hours of which may be taken on any given day, to attend school conferences, behavioral meetings, or academic meetings related to the teacher's child, if the conference or meeting cannot be scheduled during non-work hours. Professional staff members must first use all accrued vacation leave, personal leave, compensatory leave, and any other leave that may be granted to the professional staff member, except sick and disability leave.

The Superintendent shall develop administrative procedures implementing this policy consistent with the School Visitation Rights Act.

Leaves for Victims of Domestic Violence, Sexual Violence, Gender Violence, or Other Crime of Violence

An unpaid leave from work is available to any staff member who: (1) is a victim of domestic violence, sexual violence, gender violence, or any other crime of violence or (2) has a family, or household member who is a victim of such violence whose interests are not adverse to the employee as it relates to the domestic violence, sexual violence, gender violence, or any other crime of violence. The unpaid leave allows the employee to seek medical help, legal assistance, counseling, safety planning, and other assistance, and to grieve and attend to matters necessitated by the death of a family or household member who is killed in a crime of violence, without suffering adverse employment action.

The Victims' Economic Security and Safety Act (VESSA) governs the purpose, requirements, scheduling and continuity of benefits, and all other terms of the leave. Accordingly, if the District employs at least 50 employees, and subject to any exceptions in VESSA, an employee is entitled to a total of 12 work weeks of unpaid leave during any 12-month period. Neither the law nor this policy creates a right for an employee to take unpaid leave that exceeds the unpaid leave time allowed under, or is in addition to the unpaid leave time permitted by, the federal Family and Medical Leave Act of 1993 (29 U.S.C. §2601, et seq.).

Leaves to Serve as an Officer, Trustee, or Representative of a Specific Organization

Upon request, the Board will grant: (1) an unpaid leave of absence to an elected officer of a State or national teacher organization that represents teachers in collective bargaining negotiations, (2) up to 20 ~~twenty~~ days of paid leave of absence per year to a trustee of the Teachers' Retirement System in accordance with 105 ILCS 5/24-6.3, (3) a paid leave of absence for the local association president of a State teacher association that is an exclusive bargaining agent in the District, or his or her designee,

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to attend meetings, workshops, or seminars as described in 105 ILCS 5/24-6.2, and (4) up to 10 days of paid leave per school term for teachers elected to represent a statewide teacher association in federal advocacy work in accordance with 105 ILCS 5/24-3.5.

COVID-19 Paid Administrative Leave

When applicable, paid administrative leave related to COVID-19 will be granted to eligible employees in accordance with State law.

Family Neonatal Intensive Care Leave

An unpaid leave from work is available to any staff member whose child is a patient in a neonatal intensive care unit (NICU) in accordance with the requirements of the Family Neonatal Intensive Care Leave Act. If the District employs at least 51 employees, an employee is entitled to a total of 20 days of unpaid leave while a child of the employee is a patient in a NICU. The District may require reasonable verification of the employee's child's length of stay in a NICU.

LEGAL REF.: 105 ILCS 5/10-20.83, 5/24-6, 5-246.1, 5/24-6.2, 5/24-6.3, 5/24-13, and 5/24-13.1.
10 ILCS 5/13-2.5, Election Code.
330 ILCS 61/, Service Member Employment and Reemployment Rights Act.
820 ILCS 147/, School Visitation Rights Act.
820 ILCS 154/, Family Bereavement Leave Act.
820 ILCS 156/, Child Extended Bereavement Leave Act.
820 ILCS 157/, Family Neonatal Intensive Care Leave Act.
820 ILCS 180/, Victims' Economic Security and Safety Act.

CROSS REF.: 5:180 (Temporary Illness or Temporary Incapacity), 5:185 (Family and Medical Leave), 5:330 (Sick Days, Vacation, Holidays, and Leaves)

ADOPTED: May 17, 2001

REVISED: January 18, 2024

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Professional Personnel

Leaves of Absence

Each of the provisions in this policy applies to all professional personnel to the extent that it does not conflict with an applicable collective bargaining agreement or individual employment contract or benefit plan; in the event of a conflict, such provision is severable and the applicable bargaining agreement or individual agreement will control.

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3. After the leave, the teacher shall return to a position for which he/she is legally qualified.
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6. The granting of, or withholding of leave shall be at the sole discretion of the Board and such action in one instance shall not be precedential with respect to any other application.

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The Victims' Economic Security and Safety Act (VESSA) governs the purpose, requirements, scheduling and continuity of benefits, and all other terms of the leave. Accordingly, if the District employs at least 50 employees, and subject to any exceptions in VESSA, an employee is entitled to a total of 12 work weeks of unpaid leave during any 12-month period. Neither the law nor this policy creates a right for an employee to take unpaid leave that exceeds the unpaid leave time allowed under, or is in addition to the unpaid leave time permitted by, the federal Family and Medical Leave Act of 1993 (29 U.S.C. §2601, et seq.).

Leaves to Serve as an Officer, Trustee, or Representative of a Specific Organization

Upon request, the Board will grant: (1) an unpaid leave of absence to an elected officer of a State or national teacher organization that represents teachers in collective bargaining negotiations, (2) up to twenty days of paid leave of absence per year to a trustee of the Teachers' Retirement System in accordance with 105 ILCS 5/24-6.3, (3) a paid leave of absence for the local association president of a State teacher association that is an exclusive bargaining agent in the District, or his or her designee,

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to attend meetings, workshops, or seminars as described in 105 ILCS 5/24-6.2, and (4) up to 10 days of paid leave per school term for teachers elected to represent a statewide teacher association in federal advocacy work in accordance with 105 ILCS 5/24-3.5.

COVID-19 Paid Administrative Leave

When applicable, paid administrative leave related to COVID-19 will be granted to eligible employees in accordance with State law.

LEGAL REF.: 105 ILCS 5/10-20.83, 5/24-6, 5-246.1, 5/24-6.2, 5/24-6.3, 5/24-13, and 5/24-13.1.
10 ILCS 5/13-2.5, Election Code.
330 ILCS 61/, Service Member Employment and Reemployment Rights Act.
820 ILCS 147/, School Visitation Rights Act.
820 ILCS 154/, Family Bereavement Leave Act.
820 ILCS 156/, Child Extended Bereavement Leave Act.
820 ILCS 180/, Victims' Economic Security and Safety Act.

CROSS REF.: 5:180 (Temporary Illness or Temporary Incapacity), 5:185 (Family and Medical Leave), 5:330 (Sick Days, Vacation, Holidays, and Leaves)

ADOPTED: May 17, 2001

REVISED: January 18, 2024

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Educational Support Personnel

Sick Days, Vacation, Holidays, and Leaves

Each of the provisions in this policy applies to all educational support personnel to the extent that it does not conflict with an applicable collective bargaining agreement or individual employment contract or benefit plan; in the event of a conflict, such provision is severable and the applicable bargaining agreement or individual agreement will control.

Sick and Bereavement Leave

Please refer to the current "Agreement between Huntley Education Support Personnel Association (HESPA), IEA-NEA and Huntley Community School District 158 Board of Education."

Probationary employees and employees hired on or after March 1, 2009 who work at least 600 hours per year, shall be entitled to ten (10) days of sick leave per year for the first four (4) years of their employment. After completion of an employee's fourth year, he or she shall be entitled to fourteen (14) days of sick leave per term without loss of pay.

10 Month, probationary employees accrue sick time at 1 day per month over 10 months.
12 Month, probationary employees accrue sick time at .833 days per month over 12 months.
10 Month, non-probationary employees accrue sick time at 1.4 days per month over 10 months.
12 Month, non-probationary employees accrue sick time at 1.17 days per month over 12 months.

Part-time employees will receive sick day pay equivalent to their regular work day. Unused sick leave shall accumulate to a maximum of 240 days, including the leave of the current year.

Sick leave is defined in State law as personal illness, mental or behavioral complications, quarantine at home, or serious illness or death in the immediate family or household, or birth, adoption, or placement for adoption, or the acceptance of a child in need of foster care. The Superintendent or designee shall monitor the use of sick leave.

As a condition for paying sick leave after three days absence for personal illness or as the Board or Superintendent deem necessary in other cases, the Board or Superintendent may require that the staff member provide a certificate from: (1) a physician licensed in Illinois to practice medicine and surgery in all its branches, (2) a mental health professional licensed in Illinois providing ongoing care or treatment to the staff member, (3) a chiropractic physician licensed under the Medical Practice Act, (4) a licensed advanced practice registered nurse, (5) a licensed physician assistant who has been delegated the authority to perform health examinations by his or her supervising physician, or (6) if the treatment is by prayer or spiritual means, a spiritual adviser or practitioner of the employee's faith. If the Board or Superintendent requires a certificate during a leave of less than three days for personal illness, the District shall pay the expenses incurred by the employee.

Employees are entitled to use up to 30 days of paid sick leave because of the birth of a child that is not dependent on the need to recover from childbirth. Such days may be used at any time within the 12-month period following the birth of the child. Intervening periods of nonworking days or school not being in session, such as breaks and holidays, do not count towards the 30 working school days. As a condition of paying sick leave beyond the 30 working school days, the Board or the Superintendent may require medical certification.

For purposes of adoption, placement for adoption, or acceptance of a child in need of foster care, paid sick leave may be used for reasons related to the formal adoption or the formal foster care process prior to taking custody of the child or accepting the child in need of foster care, and for taking custody of the child or accepting the child in need of foster care. Such leave is limited to 30 days

REVISED

unless a longer leave is provided in an applicable collective bargaining agreement, and need not be used consecutively once the formal adoption or foster care process is underway. The Board or Superintendent may require that the employee provide evidence that the formal adoption or foster care process is underway.

Vacation

Please refer to the current "Agreement between Huntley Education Support Personnel Association (HESPA), IEA-NEA and Board of Education Huntley Community School District 158."

Full-time employees whose regular work year is 260 days shall be entitled to paid vacation according to the following schedule:

1. After six (6) months consecutive service, five (5) days to be taken before the close of the first fiscal year.
2. Beginning at the start of the second fiscal year, and continuing for the duration of the first five (5) consecutive years, ten (10) days.
3. After five (5) years of consecutive service, fifteen (15) days.
4. After ten (10) years of consecutive service, twenty (20) days.
5. For employees who have one or more years of service, the Board shall transfer up to five (5) unused vacation days to their cumulative sick leave at the end of each fiscal year.

Employees will be allowed to carry 1/3 of their issued vacation to the next fiscal year. However, this amount must be used by the next December 31st following the close of the fiscal year in which the vacation time was earned. Any of the unused vacation time shall be transferred to sick time to be used for extended time off per FMLA or for retirement reporting purposes. Vacation time is not cumulative.

The Superintendent, or his designee, shall attempt to arrange vacation days so that the school operation continues to operate in an effective and efficient manner. Accordingly, vacation days granted will be determined in accordance with the needs of the school.

Holidays

Please refer to the current "Agreement between Huntley Education Support Personnel Association (HESPA), IEA-NEA and Board of Education Huntley Community School District 158."

For employees not covered by this agreement, the following days will be observed:

Unless the District has a waiver or modification of The School Code pursuant to Section 2-3.25g or 24-2(b) allowing it to schedule school on a legal school holiday listed below, District employees will not be required to work on:

New Year's Day
Martin Luther King Jr.'s Birthday
Abraham Lincoln's Birthday
Casimir Pulaski's Birthday
Memorial Day
Juneteenth National Freedom Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
~~2024~~ General Election Day, when required by law
Thanksgiving Day
Day after Thanksgiving
Christmas Eve
Christmas Day
New Year's Eve

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A holiday will not cause a deduction from an employee's time or compensation. The District may require educational support personnel to work on a school holiday during an emergency or for the continued operation and maintenance of facilities or property.

If a holiday is waived or falls on a Saturday or Sunday, it will be observed on a workday designated by the Superintendent.

Personal Leave

Please refer to the current "Agreement between Huntley Education Support Personnel Association (HESPA), IEA-NEA and Board of Education Huntley Community School District 158."

Employees not covered by this agreement with 6 months of consecutive service to the District shall receive leave of absence with pay on the same terms and conditions as employees covered by this agreement.

Personal leave shall not be allowed for participation in a work stoppage, recreation or to accompany another person on a pleasure trip.

Except in the case of an emergency, as approved by the Superintendent or designee, or for observations of a recognized religious holiday of the employee's faith, the following days shall not be utilized for personal business leave:

1. the first and last week of school for students,
2. a weekday immediately preceding a weekday legal holiday,
3. a weekday immediately preceding or the day of a weekday of student non-attendance day/half day,
4. a Friday before a Monday student non-attendance day/half day.

The employee shall suffer no loss of pay for such leave unless the aforementioned conditions have been violated.

Leave to Serve as a Trustee of the Ill. Municipal Retirement Fund

Upon request, the Board will grant 20 days of paid leave of absence per year to a trustee of the Ill. Municipal Retirement Fund in accordance with State law.

Bereavement Leave

Please refer to the current "Agreement between Huntley Education Support Personnel Association (HESPA), IEA-NEA and Board of Education Huntley Community School District 158."

For employees not covered by this Agreement:

Educational support personnel may receive the same bereavement leave that is granted professional staff.

Other Leaves

Educational support personnel receive the following leaves on the same terms and conditions granted professional personnel in policy 5:250, *Leaves of Absence*:

1. Leave for Service in the Military.
2. Leave for Service in the General Assembly.
3. School Visitation Leave.
4. Leaves for Victims of Domestic Violence, Sexual Violence, Gender Violence, or Other Crime of Violence.

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5. Family Bereavement Leave.
6. Child Extended Bereavement Leave.
7. Leave to serve as an election judge.
8. COVID-19 Paid Administrative Leave.
9. Family Neonatal Intensive Care Leave.

LEGAL REF.: 105 ILCS 5/10-20.7b, 5/10-20.83, 5/24-2, 5/24-6, and 5/24-6.3.
10 ILCS 5/13-2.5, Election Code.
330 ILCS 61/, Service Member Employment and Reemployment Rights Act.
820 ILCS 147, School Visitation Rights Act.
820 ILCS 154/, Family Bereavement Leave Act.
820 ILCS 156/, Child Extended Bereavement Leave Act.
820 ILCS 157/, Family Neonatal Intensive Care Leave Act.
820 ILCS 180/, Victims' Economic Security and Safety Act.
School Dist. 151 v. ISBE, 154 Ill. App. 3d 375 (1st Dist. 1987); Elder v. Sch. Dist. No. 127 1/2, 60 Ill. App. 2d 56 (1st Dist. 1965).

CROSS REF.: 5:180 (Temporary Illness or Temporary Incapacity), 5:185 (Family and Medical Leave), 5:250 (Professional Personnel – Leaves of Absence)

ADOPTED: May 17, 2001

REVISED: January 15, 2026

REVISED

Educational Support Personnel

Sick Days, Vacation, Holidays, and Leaves

Each of the provisions in this policy applies to all educational support personnel to the extent that it does not conflict with an applicable collective bargaining agreement or individual employment contract or benefit plan; in the event of a conflict, such provision is severable and the applicable bargaining agreement or individual agreement will control.

Sick and Bereavement Leave

Please refer to the current "Agreement between Huntley Education Support Personnel Association (HESPA), IEA-NEA and Huntley Community School District 158 Board of Education."

Probationary employees and employees hired on or after March 1, 2009 who work at least 600 hours per year, shall be entitled to ten (10) days of sick leave per year for the first four (4) years of their employment. After completion of an employee's fourth year, he or she shall be entitled to fourteen (14) days of sick leave per term without loss of pay.

10 Month, probationary employees accrue sick time at 1 day per month over 10 months.
12 Month, probationary employees accrue sick time at .833 days per month over 12 months.
10 Month, non-probationary employees accrue sick time at 1.4 days per month over 10 months.
12 Month, non-probationary employees accrue sick time at 1.17 days per month over 12 months.

Part-time employees will receive sick day pay equivalent to their regular work day. Unused sick leave shall accumulate to a maximum of 240 days, including the leave of the current year.

Sick leave is defined in State law as personal illness, mental or behavioral complications, quarantine at home, or serious illness or death in the immediate family or household, or birth, adoption, or placement for adoption, or the acceptance of a child in need of foster care. The Superintendent or designee shall monitor the use of sick leave.

As a condition for paying sick leave after three days absence for personal illness or as the Board or Superintendent deem necessary in other cases, the Board or Superintendent may require that the staff member provide a certificate from: (1) a physician licensed in Illinois to practice medicine and surgery in all its branches, (2) a mental health professional licensed in Illinois providing ongoing care or treatment to the staff member, (3) a chiropractic physician licensed under the Medical Practice Act, (4) a licensed advanced practice registered nurse, (5) a licensed physician assistant who has been delegated the authority to perform health examinations by his or her supervising physician, or (6) if the treatment is by prayer or spiritual means, a spiritual adviser or practitioner of the employee's faith. If the Board or Superintendent requires a certificate during a leave of less than three days for personal illness, the District shall pay the expenses incurred by the employee.

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5. For employees who have one or more years of service, the Board shall transfer up to five (5) unused vacation days to their cumulative sick leave at the end of each fiscal year.

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Martin Luther King Jr.'s Birthday
Abraham Lincoln's Birthday
Casimir Pulaski's Birthday
Memorial Day
Juneteenth National Freedom Day
Independence Day
Labor Day
Columbus Day
Veteran's Day
2024 Election Day
Thanksgiving Day
Day after Thanksgiving
Christmas Eve
Christmas Day
New Year's Eve

A holiday will not cause a deduction from an employee's time or compensation. The District may require educational support personnel to work on a school holiday during an emergency or for the continued operation and maintenance of facilities or property.

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4. Leaves for Victims of Domestic Violence, Sexual Violence, Gender Violence, or Other Crime of Violence.
5. Family Bereavement Leave.
6. Child Extended Bereavement Leave.
7. Leave to serve as an election judge.

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8. COVID-19 Paid Administrative Leave.

LEGAL REF.: 105 ILCS 5/10-20.7b, 5/10-20.83, 5/24-2, 5/24-6, and 5/24-6.3.
10 ILCS 5/13-2.5, Election Code.
330 ILCS 61/, Service Member Employment and Reemployment Rights Act.
820 ILCS 147, School Visitation Rights Act.
820 ILCS 154/, Family Bereavement Leave Act.
820 ILCS 156/, Child Extended Bereavement Leave Act.
820 ILCS 180/, Victims' Economic Security and Safety Act.
School Dist. 151 v. ISBE, 154 Ill. App. 3d 375 (1st Dist. 1987); Elder v. Sch. Dist. No. 127 1/2, 60 Ill. App. 2d 56 (1st Dist. 1965).

CROSS REF.: 5:180 (Temporary Illness or Temporary Incapacity), 5:185 (Family and Medical Leave), 5:250 (Professional Personnel – Leaves of Absence)

ADOPTED: May 17, 2001

REVISED: January 15, 2026

CURRENT

Instruction

School Wellness

Student wellness, including good nutrition and physical activity, shall be promoted in the District's educational program, school-based activities, and meal programs. This policy shall be interpreted consistently with Section 204 of the Child Nutrition and WIC Reauthorization Act of 2004 and the Healthy Hunger-Free Kids Act of 2010 (HHFKA).

The Superintendent will ensure:

1. Each school building complies with this policy;
2. The policy is available to the community on an annual basis through copies of or online access to the Board Policy Manual; and
3. That the community is informed about the progress of this policy's implementation.

Goals for Nutrition Education and Nutrition Promotion

The goals for addressing nutrition education and nutrition promotion include the following:

- Schools will support and promote sound nutrition for students.
- Schools will foster the positive relationship between sound nutrition, physical activity, and the capacity of students to develop and learn.
- Nutrition education will be part of the District's comprehensive health education curriculum. See Board policy 6:60, *Curriculum Content*.

Goals for Physical Activity

The goals for addressing physical activity include the following:

- Schools will support and promote an active lifestyle for students.
- Physical education will be taught in all grades and shall include a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. See Board policies 6:60, *Curriculum Content* and 7:260, *Exemption from Physical Education*.
- Unless otherwise exempted, all students are required to engage in a physical education course with such frequency as determined by the Board after recommendation from the Superintendent, but at a minimum of three days per five-day week. See Board policies 6:60, *Curriculum Content* and 7:260, *Exemption from Physical Education*.
- The curriculum will be consistent with and incorporate relevant *Illinois Learning Standards for Physical Development and Health* as established by the Ill. State Board of Education (ISBE).

Goals for Other School-Based Activities

The goals for school-based activities include the following:

- Schools will support and promote a healthy eating environment for students.
- Schools will promote and participate in wellness activities.
- Schools will offer other school-based activities to support student health and wellness, including coordinated events and clubs.

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Nutrition Guidelines for Foods Available During the School Day; Marketing Prohibited

Students will be offered and schools will promote nutritious food and beverage choices during the school day that are consistent with Board policy 4:120, *Food Services* (requiring compliance with the nutrition standards specified in the U.S. Dept. of Agriculture's (USDA) *Smart Snacks* rules).

In addition, in order to promote student health and reduce childhood obesity, the Superintendent or designee shall:

1. Restrict the sale of *competitive foods*, as defined by the USDA, in the food service areas during meal periods:
2. Comply with all ISBE rules; and
3. Prohibit marketing during the school day of foods and beverages that do not meet the standards listed in Board policy 4:120, *Food Services*, i.e., in-school marketing of food and beverage items must meet *competitive foods* standards.

Competitive foods standards do not apply to foods and beverages available, but not sold in school during the school day; e.g., brown bag lunches, foods for classroom parties, school celebrations, and reward incentives.

Exempted Fundraising Day (EFD) Request

All food and beverages sold to students on the school campuses of participating schools during the school day must comply with the "general nutrition standards for competitive foods" specified in federal law.

ISBE rules prohibit EFDs for grades 8 and below in participating schools.

The Superintendent or designee in a participating school may grant an EFD for grades 9 through 12 in participating schools. To request an EFD and learn more about the District's related procedure(s), contact the Superintendent or designee. The District's procedures are subject to change. The number of EFDs for grades 9 through 12 in participating schools is set by ISBE rule.

Guidelines for Reimbursable School Meals

Reimbursable school meals served shall meet, at a minimum, the nutrition requirements and regulations for the National School Lunch Program and/or School Breakfast Program.

Unused Food Sharing Plan

In collaboration with the District's local health department, the Superintendent or designee will:

1. Develop and support a food sharing plan (Plan) for unused food that is focused on needy students.
2. Implement the Plan throughout the District.
3. Ensure the Plan complies with the Richard B. Russell National School Lunch Act, as well as accompanying guidance from the U.S. Department of Agriculture on the Food Donation Program.
4. Ensure that any leftover food items are properly donated to combat potential food insecurity in the District's community. *Properly* means in accordance with all federal regulations and State and local health and sanitation codes.

Monitoring

At least every three years, the Superintendent shall provide implementation data and/or reports to the Board concerning this policy's implementation sufficient to allow the Board to monitor and adjust the policy (a triennial report). This triennial report must include, without limitation, each of the following:

- An assessment of the District's implementation of the policy

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- The extent to which schools in the District are in compliance with the policy
- The extent to which the policy compares to model local school wellness policies
- A description of the progress made in attaining the goals of the policy
- How the District will make the results of the assessment available to the public
- Where the District will retain records of the assessment

The Board will monitor and adjust the policy pursuant to Board policy 2:240, *Board Policy Development.*

Community Involvement

The Board and Superintendent will actively invite suggestions and comments concerning the development, implementation, periodic reviews, and updates of the school wellness policy from parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the Board of Education, school administrators, and the community. Community involvement methods shall align their suggestions and comments to policy 2:140, *Communications To and From the Board* and/or the **Community Engagement** subhead in Board policy 8:10, *Connection with the Community*.

Recordkeeping

The Superintendent shall retain records to document compliance with this policy, the District's records retention protocols, and the Local Records Act.

LEGAL REF.: Pub. L. 108-265, Sec. 204, Child Nutrition and WIC Reauthorization Act of 2004.
42 U.S.C. §1751 et seq., National School Lunch Act.
42 U.S.C. §1758b, Pub L. 111-296, Healthy, Hunger-Free Kids Act of 2010.
42 U.S.C. §1771 et seq., Child Nutrition Act of 1966.
42 U.S.C. §1779~~, as implemented by:~~ 7 C.F.R. §§210.11 and 210.31.
50 ILCS 205/, Local Records Act.
105 ILCS 5/2-3.139, and 5/2-3.189.
23 Ill. Admin. Code Part 305, Food Program.
ISBE's School Wellness Policy Goal, adopted Oct. 2007.

CROSS REF.: 2:140 (Communications To and From the Board), 2:150 (Committees), 2:240 (Board Policy Development), 4:120 (Food Services), 5:100 (Staff Development Program), 6:60 (Curriculum Content), 7:260 (Exemption from Physical Education), 8:10 (Connection with the Community)

ADOPTED: May 18, 2006

REVISED: January 18, 2024

REVISED

Instruction

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ADOPTED: May 18, 2006

REVISED: January 18, 2024

CURRENT

Instruction

Student Social and Emotional Development

Social and ~~e~~Emotional ~~l~~Learning (SEL) is defined as the process through which students enhance their ability to integrate thinking, feeling, and behaving to achieve important life tasks. Students competent in SEL are able to recognize and manage their emotions, establish healthy relationships, set positive goals, meet personal and social needs, and make responsible and ethical decisions.

The Superintendent shall incorporate SEL into the District's curriculum and other educational programs consistent with the District's mission and the goals and benchmarks of the Ill. Learning Standards. The Ill. Learning Standards include three goals for students:

1. Develop self-awareness and self-management skills to achieve school and life success.
2. Use social awareness and interpersonal skills to establish and maintain positive relationships.
3. Demonstrate decision-making skills and responsible behaviors in personal, school, and community contexts.

The incorporation of SEL objectives into the District's curriculum and other educational programs may include but is not limited to:

1. Classroom and school-wide programming to foster a safe, supportive learning environment where students feel respected and valued. This may include incorporating scientifically based, age- and- culturally appropriate classroom instruction, and District-wide and school-wide strategies that teach SEL skills, promote optimal mental health, and prevent risk behaviors for all students.
2. Ongoing ~~S~~staff professional development and ~~training~~ support to promote students' SEL development. ~~This may include providing all personnel with age-appropriate academic and SEL and how to promote it.~~
3. Parent/Guardian and family involvement to promote students' SEL development. This may include providing parents/guardians and families with learning opportunities related to the importance of their children's optimal SEL development and ways to enhance it.
4. Community partnerships to promote students' SEL development. This may include establishing partnerships with diverse community agencies and organizations to assure a coordinated approach to addressing children's mental health and SEL development.
5. Early identification and intervention to enhance students' school readiness, academic success, and use of good citizenship skills. This may include development of a system and procedures for periodic and universal screening, assessment, and early intervention for students who have significant risk factors for social, emotional, or mental health conditions that impact learning.
6. Treatment to prevent or minimize mental health conditions in students. This may include building and strengthening referral and follow-up procedures for providing effective clinical services for students with social, emotional, and mental health conditions that impact learning. This may include student and family support services, school-based behavioral health services, and school-community linked services and supports.
7. Assessment and accountability for teaching SEL skills to all students. This may include implementation of a process to assess and report baseline information and ongoing progress about school climate, students' social and emotional development, and academic performance.

REVISED

LEGAL REF.: ~~Children's Mental Health Act,~~ 405 ILCS 49/, Children's Mental Health Act.

CROSS PEF.: 1:30 (School District Philosophy), 6:10 (Educational Philosophy and Objectives), 6:40 (Curriculum Development), 6:60 (Curriculum Content), 6:270 (Guidance and Counseling Program), 7: 1 00 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:250 (Student Support Services).

ADOPTED: December 16, 2004

REVISED: March 16, 2023

REVISED

Instruction

Student Social and Emotional Development

Social and emotional learning (SEL) is defined as the process through which students enhance their ability to integrate thinking, feeling, and behaving to achieve important life tasks. Students competent in SEL are able to recognize and manage their emotions, establish healthy relationships, set positive goals, meet personal and social needs, and make responsible and ethical decisions.

The Superintendent shall incorporate SEL into the District's curriculum and other educational programs consistent with the District's mission and the goals and benchmarks of the Ill. Learning Standards. The Ill. Learning Standards include three goals for students:

1. Develop self-awareness and self-management skills to achieve school and life success.
2. Use social awareness and interpersonal skills to establish and maintain positive relationships.
3. Demonstrate decision-making skills and responsible behaviors in personal, school, and community contexts.

The incorporation of SEL objectives into the District's curriculum and other educational programs may include but is not limited to:

1. Classroom and school-wide programming to foster a safe, supportive learning environment where students feel respected and valued. This may include incorporating scientifically based, age-and-culturally appropriate classroom instruction, District-wide, and school-wide strategies that teach SEL skills, promote optimal mental health, and prevent risk behaviors for all students.
2. Staff development and training to promote students' SEL development. This may include providing all personnel with age-appropriate academic and SEL and how to promote it.
3. Parent/Guardian and family involvement to promote students' SEL development. This may include providing parents/guardians and families with learning opportunities related to the importance of their children's optimal SEL development and ways to enhance it.
4. Community partnerships to promote students' SEL development. This may include establishing partnerships with diverse community agencies and organizations to assure a coordinated approach to addressing children's mental health and SEL development.
5. Early identification and intervention to enhance students' school readiness, academic success, and use of good citizenship skills. This may include development of a system and procedures for periodic and universal screening, assessment, and early intervention for students who have significant risk factors for social, emotional, or mental health conditions that impact learning.
6. Treatment to prevent or minimize mental health conditions in students. This may include building and strengthening referral and follow-up procedures for providing effective clinical services for students with social, emotional, and mental health conditions that impact learning. This may include student and family support services, school-based behavioral health services, and school-community linked services and supports.
7. Assessment and accountability for teaching SEL skills to all students. This may include implementation of a process to assess and report baseline information and ongoing progress about school climate, students' social and emotional development, and academic performance.

CURRENT

LEGAL REF.: Children's Mental Health Act, 405 ILCS 49.

CROSS PEF.: 1:30 (School District Philosophy), 6:10 (Educational Philosophy and Objectives), 6:40 (Curriculum Development), 6:60 (Curriculum Content), 6:270 (Guidance and Counseling Program), 7: 1 00 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:250 (Student Support Services).

ADOPTED: December 16, 2004

REVISED: March 16, 2023

CURRENT

Instruction

Using Animals in the Educational Program

Animals may be brought into school facilities for educational purposes according to procedures developed by the Superintendent assuring: (a) the animal is appropriately housed, humanely cared for, and properly handled, and (b) students will not be exposed to a dangerous animal or an unhealthy environment.

Animal Experiments

Experiments on living animals are prohibited; however, behavior studies that do not impair an animal's health or safety of an animal are permissible.

Animal Dissection

The dissection of dead animals or parts of dead animals shall be allowed in the classroom only when the dissection exercise contributes to or is a part of an illustration of pertinent study materials. All dissection of animals shall be confined to the classroom and must comply with the School Code.

Students who object to performing, participating in, or observing the dissections of animals are excused from classroom attendance without penalty during times when such activities are taking place. No student will be penalized or disciplined for refusing to perform, participate in, or observe a dissection. The Superintendent or designee shall inform students of (1) their right to refrain from performing, participating in, or observing dissection, and (2) which courses contain a dissection unit and which of those courses offers an alternative project.

LEGAL REF.: 105 ILCS 5/2-3.122 and 5/27-2651~~4, and 112~~/.

CROSS REF.: 6:40 (Curriculum Development)

ADOPTED: May 17, 2001

REVISED: September 16, 2021

REVISED

Instruction

Using Animals in the Educational Program

Animals may be brought into school facilities for educational purposes according to procedures developed by the Superintendent assuring: (a) the animal is appropriately housed, humanely cared for, and properly handled, and (b) students will not be exposed to a dangerous animal or an unhealthy environment.

Animal Experiments

Experiments on living animals are prohibited; however, behavior studies that do not impair an animal's health or safety of an animal are permissible.

Animal Dissection

The dissection of dead animals or parts of dead animals shall be allowed in the classroom only when the dissection exercise contributes to or is a part of an illustration of pertinent study materials. All dissection of animals shall be confined to the classroom and must comply with the School Code.

Students who object to performing, participating in, or observing the dissections of animals are excused from classroom attendance without penalty during times when such activities are taking place. No student will be penalized or disciplined for refusing to perform, participate in, or observe a dissection. The Superintendent or designee shall inform students of (1) their right to refrain from performing, participating in, or observing dissection, and (2) which courses contain a dissection unit and which of those courses offers an alternative project.

LEGAL REF.: 105 ILCS 5/2-3.122, 5/27-14, and 112/.

CROSS REF.: 6:40 (Curriculum Development)

ADOPTED: May 17, 2001

REVISED: September 16, 2021

CURRENT

Instruction

Migrant Students

The Superintendent will develop and implement a program to address the needs of migrant children in the District in accordance with federal law.

This program will:

1. Identify migrant students and assess their educational and related health and social needs.
2. Provide a full range of services to migrant students through appropriate local, State, and federal education programs, including applicable Title I programs, special education, gifted education, vocational education, language programs, counseling programs and elective classes.
3. Provide migrant ~~children~~ students with full and appropriate opportunities to meet the same challenging State academic standards that all children are expected to meet.
4. Provide, to the extent feasible:
    a. Advocacy and outreach programs to migrant children and their families, including helping such children and families gain access to other education, health, nutrition, and social services,
    b. Professional development programs, including mentoring, for District staff,
    c. Family literacy programs,
    d. The integration of information technology into educational and related programs, and
    e. Programs to facilitate the transition of secondary school students to postsecondary education or employment.
    f. ~~Provide~~ Pprograms, activities, and procedures for the engagement of parents/guardians and family members of migrant students in an understandable format and language.

Migrant Education Program for Parent(s)/Guardian(s) and Family Member Engagement

Parent(s)/guardian(s) and family members of migrant students will be involved in and regularly consulted about the development, implementation, operation, and evaluation of the migrant program.

Parent(s)/guardian(s) and family members of migrant students will receive instruction regarding their role in improving the academic achievement of their children.

LEGAL REF.: 20 U.S.C. §6318.
20 U.S.C. §6391 et seq., Education of Migratory Children
34 C.F.R. §200.81 et seq.

CROSS REF.: 6:170 (Title I Programs), 7:150 (Agency and Law Enforcement Requests)

ADOPTED: November 12, 2002

REVISED: September 16, 2021

REVISED

Instruction

Migrant Students

The Superintendent will develop and implement a program to address the needs of migrant children in the District in accordance with federal law.

This program will:

1. Identify migrant students and assess their educational and related health and social needs.
2. Provide a full range of services to migrant students through appropriate local, State, and federal education programs, including applicable Title I programs, special education, gifted education, vocational education, language programs, counseling programs and elective classes.
3. Provide migrant children with full and appropriate opportunities to meet the same challenging State academic standards that all children are expected to meet.
4. Provide, to the extent feasible:
    a. Advocacy and outreach programs to migrant children and their families, including helping such children and families gain access to other education, health, nutrition, and social services,
    b. Professional development programs, including mentoring, for District staff,
    c. Family literacy programs,
    d. The integration of information technology into educational and related programs, and
    e. Programs to facilitate the transition of secondary school students to postsecondary education or employment.
5. Provide programs, activities, and procedures for the engagement of parents/guardians and family members of migrant students in an understandable format and language.

Migrant Education Program for Parent(s)/Guardian(s) and Family Member Engagement

Parent(s)/guardian(s) and family members of migrant students will be involved in and regularly consulted about the development, implementation, operation, and evaluation of the migrant program.

Parent(s)/guardian(s) and family members of migrant students will receive instruction regarding their role in improving the academic achievement of their children.

LEGAL REF.: 20 U.S.C. §6318.
20 U.S.C. §6391 et seq., Education of Migratory Children
34 C.F.R. §200.81 et seq.

CROSS REF.: 6:170 (Title I Programs)

ADOPTED: November 12, 2002

REVISED: September 16, 2021

CURRENT

Instruction

Title I Programs

The Superintendent or designee shall pursue funding under Title I, Improving the Academic Achievement of the Disadvantaged, of the Elementary and Secondary Education Act to supplement instructional services and activities in order to improve the educational opportunities of educationally disadvantaged or deprived children.

All District schools, regardless of whether they receive Title I funds, shall provide services that, taken as a whole, are substantially comparable. Teachers, administrators, and other staff shall be assigned to schools in a manner that ensures equivalency among the District's schools. Curriculum materials and instructional supplies shall be provided in a manner that ensures equivalency among the District's schools.

Title I Parent and Family Engagement

The District maintains programs, activities, and procedures for the engagement of parents/guardians and families of students receiving services, or enrolled in programs, under Title I. These programs, activities, and procedures are described in District-level and School-level ~~compacts~~ plans.

District-Level Parent and Family Engagement Plan ~~Compact~~

The Superintendent of designee shall develop a District-Level Parent and Family Engagement Plan ~~*Compact*~~ (District Plan) according to Title I requirements. ~~The~~ This District Plan ~~Level Parent and Family Engagement Compact~~ shall contain: (1) the District's expectations for parent and family engagement, (2) specific strategies for effective parent and family engagement activities to improve student academic achievement and school performance, and (3) other provisions as required by federal law. The Superintendent or designee shall ensure that the District Plan ~~*Compact*~~ is distributed to parents/guardians of students receiving services, or enrolled in programs, under Title I.

School-Level District-Level Parent and Family Engagement Plan ~~Compact~~

Each Building Principal or designee shall develop a School-Level Parent and Family Engagement Plan ~~Compact~~ (School Plan) according to Title I requirements. This School Plan ~~Level Parent and Family Engagement Compact~~ shall contain: (1) a process for continually involving parents/guardians in its development and implementation, (2) how parents/guardians, the entire school staff, and students share the responsibility for improved student academic achievement, (3) the means by which the school and parents/guardians build and develop a partnership to help children achieve the State's high standards, and (4) other provisions as required by federal law. Each Building Principal or designee shall ensure that the School Plan ~~*Compact*~~ is distributed to parents/guardians of students receiving services, or enrolled in programs, under Title I.

REVISED

Incorporated by Reference: 6:170-AP1, E1 (District-Level Parent and Family Engagement Plan ~~Compact~~) and 6:170-AP1, E2 (School-Level Parent and Family Engagement Plan ~~Compact~~)

LEGAL REF.: ~~Title I of the Elementary and Secondary Education Act,~~ 20 U.S.C. §6301-6514, Title I of the Elementary and Secondary Education Act.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 4:110 (Transportation), 5:190 (Teacher Qualifications), 5:280 (Duties and Qualifications), 6:15 (School Accountability), 6:140 (Education of Homeless Children), 6:145 (Migrant Students), 6:160 (English Learners), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment and Intra-district Transfer), 7:60 (Residence), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students), 8:95 (Parental Involvement)

ADOPTED: May 17, 2001

REVISED: September 16, 2021

REVISED

Instruction

Title I Programs

The Superintendent or designee shall pursue funding under Title I, Improving the Academic Achievement of the Disadvantaged, of the Elementary and Secondary Education Act to supplement instructional services and activities in order to improve the educational opportunities of educationally disadvantaged or deprived children.

All District schools, regardless of whether they receive Title I funds, shall provide services that, taken as a whole, are substantially comparable. Teachers, administrators, and other staff shall be assigned to schools in a manner that ensures equivalency among the District's schools. Curriculum materials and instructional supplies shall be provided in a manner that ensures equivalency among the District's schools.

Title I Parent and Family Engagement

The District maintains programs, activities, and procedures for the engagement of parents/guardians and families of students receiving services, or enrolled in programs, under Title I. These programs, activities, and procedures are described in District-level and School-level compacts.

District-Level Parent and Family Engagement Compact

The Superintendent of designee shall develop a *District-Level Parent and Family Engagement Compact* according to Title I requirements. The *District-Level Parent and Family Engagement Compact* shall contain: (1) the District's expectations for parent and family engagement, (2) specific strategies for effective parent and family engagement activities to improve student academic achievement and school performance, and (3) other provisions as required by federal law. The Superintendent or designee shall ensure that the *Compact* is distributed to parents/guardians of students receiving services, or enrolled in programs, under Title I.

School-Level District-Level Parent and Family Engagement Compact

Each Building Principal or designee shall develop a *School-Level Parent and Family Engagement Compact* according to Title I requirements. This *School-Level Parent and Family Engagement Compact* shall contain: (1) a process for continually involving parents/guardians in its development and implementation, (2) how parents/guardians, the entire school staff, and students share the responsibility for improved student academic achievement, (3) the means by which the school and parents/guardians build and develop a partnership to help children achieve the State's high standards, and (4) other provisions as required by federal law. Each Building Principal or designee shall ensure that the *Compact* is distributed to parents/guardians of students receiving services, or enrolled in programs, under Title I.

CURRENT

Incorporated by Reference: 6:170-AP1, E1 (District-Level Parent and Family Engagement Compact) and 6:170-AP1, E2 (School-Level Parent and Family Engagement Compact)

LEGAL REF.: Title I of the Elementary and Secondary Education Act, 20 U.S.C. §6301-6514.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 4:110 (Transportation), 5:190 (Teacher Qualifications), 5:280 (Duties and Qualifications), 6:15 (School Accountability), 6:140 (Education of Homeless Children), 6:145 (Migrant Students), 6:160 (English Learners), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment), 7:60 (Residence), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students), 8:95 (Parental Involvement)

ADOPTED: May 17, 2001

REVISED: September 16, 2021

CURRENT

Instruction

Extended Instructional Programs

The District may offer the following programs in accordance with State law and the District's educational philosophy:

1. Nursery schools for children between the ages of two ~~2~~ and six ~~6~~ years.
2. Before and after school programs for students in grades K-6.
3. Child care and training center for pre-school children and for students whose parents work.
4. Model day care services program in cooperation with the Ill. State Board of Education.
5. Tutorial program.
6. Adult education program.
7. Outdoor education program.
8. Summer school, whether for credit or not.
9. Independent study, whether for credit or not.
10. Support services and instruction for students who are, or whose parents/guardians are, chemically dependent.
11. Anti-bias education and activities to address intergroup conflict resolution.
12. Volunteer service credit program.
13. Vocational academy.
14. Advanced vocational training and/or career education program.

LEGAL REF.: 105 ILCS 5/10-22.18a, 5/10-22.18b, 5/10-22.18c, 5/10-22.20, 5/10-22.20a, 5/10-22.20b, 5/10-22.20c, 5/10-22.29, 5/10-22.33A, 5/10-22-33B, 5/10-23.2, 5/27-255, 5/27-905~~22.1~~, 5/27-1035~~22.3~~, and 5/27-1050~~23.6~~.
~~105 ILCS, 110/3, Comprehensive Health Education Program~~
105 ILCS 433/, Vocational Academies Act.

CROSS REF.: 6:310 (High School Credit for Non-District Experiences; Course Substitutions, Re-Entering Students), 6:320 (High School Credit for Proficiency)

ADOPTED: May 18, 2006

REVISED: March 17, 2022

REVISED

Instruction

Extended Instructional Programs

The District may offer the following programs in accordance with State law and the District's educational philosophy:

1. Nursery schools for children between the ages of 2 and 6 years.
2. Before and after school programs for students in grades K-6.
3. Child care and training center for pre-school children and for students whose parents work.
4. Model day care services program in cooperation with the State Board of Education.
5. Tutorial program.
6. Adult education program.
7. Outdoor education program.
8. Summer school, whether for credit or not.
9. Independent study, whether for credit or not.
10. Support services and instruction for students who are, or whose parents/guardians are, chemically dependent.
11. Anti-bias education and activities to address intergroup conflict resolution.
12. Volunteer service credit program.
13. Vocational academy.
14. Advanced vocational training and/or career education program.

LEGAL REF.: 105 ILCS 5/10-22.18a, 5/10-22.18b, 5/10-22.18c, 5/10-22.20, 5/10-22.20a, 5/10-22.20b, 5/10-22.20c, 5/10-22.29, 5/10-22.33A, 5/10-22-33B, 5/10-23.2, 5/27-22.1, 5/27-22.3, 5/27-23.6
105 ILCS, 110/3, Comprehensive Health Education Program ~~and~~
105 ILCS 433/, Vocational Academies Act.

CROSS REF.: 6:310 (High School Credit for Non-District Experiences; Course Substitutions, Re-Entering Students), 6:320 (High School Credit for Proficiency)

ADOPTED: May 18, 2006

REVISED: March 17, 2022

CURRENT

Students

Harassment of Students Prohibited

No person, including a ~~School~~ District employee or agent, or student, shall harass, intimidate, or bully a student on the basis of actual or perceived: race; color; national origin; military status; unfavorable discharge status from military service; sex; sexual orientation; gender identify; gender-related identity or expression; ancestry; age; religion; physical or mental disability; order of protection status; status of being homeless; actual or potential marital or parental status, including pregnancy; physical appearance; socioeconomic status; academic status; association with a person or group with one or more of the aforementioned actual or perceived characteristics; or any other distinguishing characteristic. The District will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical, sexual, or visual, that affects the tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment. Examples of prohibited conduct include name-calling, using derogatory slurs, stalking, sexual violence, causing psychological harm, threatening or causing physical harm, threatened or actual destruction of property, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

Sexual Harassment Prohibited

The District shall provide an educational environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. See Board policies 2:265, *Title IX Grievance Procedure*, and 2:260, *Uniform Grievance Procedure.*

Making a Report or Complaint

Students are encouraged to promptly report claims or incidences of bullying, intimidation, harassment, sexual harassment, or any other prohibited conduct to, the student Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any employee with whom the student is comfortable speaking.

Reports under this policy will be considered a report under Board policy 2:260, *Uniform Grievance Procedure*, and/or Board policy 2:265, *Title IX Grievance Procedure*. The Nondiscrimination Coordinator and/or Complaint Manager shall process and review the report according to the appropriate grievance procedure. The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinators, Title IX Coordinators, and Complaint Managers.

Nondiscrimination Coordinators/Title IX Coordinators:

Dr. Adam Zehr
Assistant Superintendent Human Resources
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6150
azehr@district158.org

Mrs. Karrie Baughman
Director of Human Resources
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6178
kbaughman@district158.org

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Complaint Managers:

Dr. Amy MacCrindle
Assistant Superintendent Learning & Innovation
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6135
amaccrindle@district158.org

Mrs. Karrie Baughman
Director of Human Resources
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6178
kbaughman@district158.org

Mrs. Deanna Gill
Assistant Superintendent Special Services
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6157
dgill@district158.org

Mr. Mark Altmayer
Chief Financial Officer
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6111
maltmayer@district158.org

The Superintendent shall use reasonable measures to inform staff members and students of this policy by including:

1. For students, age-appropriate information about the contents of this policy in the District's student handbook(s), on the District's website, and, if applicable, in any other areas where policies, rules, and standards of conduct are otherwise posted in each school.
2. For staff members, this policy in the appropriate employee handbook(s), if applicable, and/or in any other areas where policies, rules, and standards of conduct are otherwise made available to staff.

Investigation Process

Any District employee who receives a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator, Title IX Coordinator, or a Complaint Manager. Any employee who fails to promptly comply may be disciplined, up to and including discharge.

Reports and complaints of harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain an educational environment that is productive, respectful, and free of unlawful discrimination, including harassment.

For any report or complaint alleging sexual harassment that, if true, would implicate Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), the Title IX Coordinator or designee shall consider whether action under Board policy 2:265, *Title IX Grievance Procedure*, should be initiated.

For any report or complaint alleging harassment on the basis of race, color, or national origin, the Nondiscrimination Coordinator or a Complaint Manager or designee shall investigate under Board policy 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited.*

For any other alleged student harassment that does not require action under Board policies 2:265, *Title IX Grievance Procedure*, or 2:270, *Discrimination and Harassment on the Basis of Race, Color and National Origin Prohibited*, the Nondiscrimination Coordinator or a Complaint Manager or designee shall consider whether an investigation under Board policies 2:260, *Uniform Grievance Procedure*, and/or 7:190, *Student Behavior*, should be initiated, regardless of whether a written report or complaint is filed.

REVISED

Reports That Involve Alleged Incidents of Sexual Abuse of a Child by School Personnel

An *alleged incident of sexual abuse* is an incident of sexual abuse of a child, as defined in 720 ILCS 5/11-9.1A(b), that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.

Any complaint alleging an incident of sexual abuse shall be processed and reviewed according to Board policy 5:90, *Abused and Neglected Child Reporting*. In addition to reporting the suspected abuse, the complaint shall also be processed under Board policy 2:265, *Title IX Grievance Procedure,* or Board policy 2:260, *Uniform Grievance Procedure*.

Enforcement

Any District employee who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action up to and including discharge. Any third party who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any District student who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action, including but not limited to, suspension and expulsion consistent with the discipline policy. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to disciplinary action.

Retaliation Prohibited

Retaliation against any person for bringing complaints or providing information about harassment is prohibited (see Board policies 2:260, *Uniform Grievance Procedure*, 2:265, *Title IX Grievance Procedure*, and 2:270, *Discrimination and Harassment on the Basis of Race, Color and National Origin Prohibited*).

Students should report allegations of retaliation to the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

LEGAL REF.: 20 U.S.C. §1681 et seq., Title IX of the Educational Amendments of 1972; 34 C.F.R. Part 106.
29 U.S.C. §791 et seq., Rehabilitation Act of 1973; 34 C.F.R. Part 104.
42 U.S.C. §2000d, Title VI of the Civil Rights Act of 1964; C.F.R. Part 100.
105 ILCS 5/10-20.12, 5/10-22.5, 5/10-23.13, 5/22-110, 5/26A, and 5/27-1 ~~and 5/27-23.7~~.
775 ILCS 5/1-101 et seq., Illinois Human Rights Act.
23 Ill. Admin. Code §1.240 and Part 200.
Davis v. Monroe County Bd. of Educ., 526 U.S. 629 (1999).
Franklin v. Gwinnett Co. Public Schs., 503 U.S. 60 (1992).
Gebser v. Lago Vista Independent Sch. Dist., 524 U.S. 274 (1998).
West v. Derby Unified Sch. Dist. No. 260, 206 F.3d 1358 (10th Cir. 2000).

REVISED

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 7:10 (Equal Educational Opportunities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:255 (Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence).

ADOPTED: May 17, 2001

REVISED: August 21, 2025

REVISED

Students

Harassment of Students Prohibited

No person, including a School District employee or agent, or student, shall harass, intimidate, or bully a student on the basis of actual or perceived: race; color; national origin; military status; unfavorable discharge status from military service; sex; sexual orientation; gender identify; gender-related identity or expression; ancestry; age; religion; physical or mental disability; order of protection status; status of being homeless; actual or potential marital or parental status, including pregnancy; physical appearance; socioeconomic status; academic status; association with a person or group with one or more of the aforementioned actual or perceived characteristics; or any other distinguishing characteristic. The District will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical, sexual, or visual, that affects the tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment. Examples of prohibited conduct include name-calling, using derogatory slurs, stalking, sexual violence, causing psychological harm, threatening or causing physical harm, threatened or actual destruction of property, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

Sexual Harassment Prohibited

The District shall provide an educational environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. See Board policies 2:265, *Title IX Grievance Procedure*, and 2:260, *Uniform Grievance Procedure.*

Making a Report or Complaint

Students are encouraged to promptly report claims or incidences of bullying, intimidation, harassment, sexual harassment, or any other prohibited conduct to, the student Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any employee with whom the student is comfortable speaking.

Reports under this policy will be considered a report under Board policy 2:260, *Uniform Grievance Procedure,* and/or Board policy 2:265, *Title IX Grievance Procedure*. The Nondiscrimination Coordinator and/or Complaint Manager shall process and review the report according to the appropriate grievance procedure. The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinators, Title IX Coordinators, and Complaint Managers.

Nondiscrimination Coordinators/Title IX Coordinators:

Dr. Adam Zehr
Assistant Superintendent Human Resources
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6150
azehr@district158.org

Mrs. Karrie Baughman
Director of Human Resources
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6178
kbaughman@district158.org

CURRENT

Complaint Managers:

Dr. Amy MacCrindle
Assistant Superintendent Learning & Innovation
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6135
amaccrindle@district158.org

Mrs. Karrie Baughman
Director of Human Resources
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6178
kbaughman@district158.org

Mrs. Deanna Gill
Assistant Superintendent Special Services
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6157
dgill@district158.org

Mr. Mark Altmayer
Chief Financial Officer
650 Dr. John Burkey Drive
Algonquin, IL 60102
(847) 659-6111
maltmayer@district158.org

The Superintendent shall use reasonable measures to inform staff members and students of this policy by including:

1. For students, age-appropriate information about the contents of this policy in the District's student handbook(s), on the District's website, and, if applicable, in any other areas where policies, rules, and standards of conduct are otherwise posted in each school.
2. For staff members, this policy in the appropriate employee handbook(s), if applicable, and/or in any other areas where policies, rules, and standards of conduct are otherwise made available to staff.

Investigation Process

Any District employee who receives a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator, Title IX Coordinator, or a Complaint Manager. Any employee who fails to promptly comply may be disciplined, up to and including discharge.

Reports and complaints of harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain an educational environment that is productive, respectful, and free of unlawful discrimination, including harassment.

For any report or complaint alleging sexual harassment that, if true, would implicate Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), the Title IX Coordinator or designee shall consider whether action under Board policy 2:265, *Title IX Grievance Procedure*, should be initiated.

For any report or complaint alleging harassment on the basis of race, color, or national origin, the Nondiscrimination Coordinator or a Complaint Manager or designee shall investigate under Board policy 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited.*

For any other alleged student harassment that does not require action under Board policies 2:265, *Title IX Grievance Procedure*, or 2:270, *Discrimination and Harassment on the Basis of Race, Color and National Origin Prohibited*, the Nondiscrimination Coordinator or a Complaint Manager or designee shall consider whether an investigation under Board policies 2:260, *Uniform Grievance Procedure*, and/or 7:190, *Student Behavior*, should be initiated, regardless of whether a written report or complaint is filed.

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Reports That Involve Alleged Incidents of Sexual Abuse of a Child by School Personnel

An *alleged incident of sexual abuse* is an incident of sexual abuse of a child, as defined in 720 ILCS 5/11-9.1A(b), that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.

Any complaint alleging an incident of sexual abuse shall be processed and reviewed according to Board policy 5:90, *Abused and Neglected Child Reporting*. In addition to reporting the suspected abuse, the complaint shall also be processed under Board policy 2:265, *Title IX Grievance Procedure,* or Board policy 2:260, *Uniform Grievance Procedure*.

Enforcement

Any District employee who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action up to and including discharge. Any third party who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any District student who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action, including but not limited to, suspension and expulsion consistent with the discipline policy. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to disciplinary action.

Retaliation Prohibited

Retaliation against any person for bringing complaints or providing information about harassment is prohibited (see Board policies 2:260, *Uniform Grievance Procedure*, 2:265, *Title IX Grievance Procedure*, and 2:270, *Discrimination and Harassment on the Basis of Race, Color and National Origin Prohibited*).

Students should report allegations of retaliation to the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

LEGAL REF.: 20 U.S.C. §1681 et seq., Title IX of the Educational Amendments of 1972; 34 C.F.R. Part 106.
29 U.S.C. §791 et seq., Rehabilitation Act of 1973; 34 C.F.R. Part 104.
42 U.S.C. §2000d, Title VI of the Civil Rights Act of 1964; C.F.R. Part 100.
105 ILCS 5/10-20.12, 5/10-22.5, 5/10-23.13, 5/26A, 5/27-1 and 5/27-23.7.
775 ILCS 5/1-101 et seq., Illinois Human Rights Act.
23 Ill. Admin. Code §1.240 and Part 200.
Davis v. Monroe County Bd. of Educ., 526 U.S. 629 (1999).
Franklin v. Gwinnett Co. Public Schs., 503 U.S. 60 (1992).
Gebser v. Lago Vista Independent Sch. Dist., 524 U.S. 274 (1998).
West v. Derby Unified Sch. Dist. No. 260, 206 F.3d 1358 (10th Cir. 2000).

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CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 7:10 (Equal Educational Opportunities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:255 (Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence).

ADOPTED: May 17, 2001

REVISED: August 21, 2025

CURRENT

Students

School Admissions and Student Transfers To and From Non-District Schools

Age

To be eligible for admission, a child must be five years old on or before September 1 of that school term. A child entering first grade must be six years of age on or before September 1 of that school term. Based upon an assessment of a child's readiness to attend school, the District may permit him or her to attend school prior to these dates. A child will also be allowed to attend first grade based upon an assessment of the child's readiness, if he or she attended a non-public preschool, continued his or her education at that school through kindergarten, was taught in kindergarten by an appropriately licensed teacher, and will be six years old on or before December 31. A child with exceptional needs who qualifies for special education services is eligible for admission at three years of age. Early entrance to kindergarten or first grade may also be available through Board policy 6:135, *Accelerated Placement Program.*

The Superintendent or designee shall assess the child's readiness to attend school and make the decision accordingly.

Admission Procedure

All students must register for school each year on the dates and at the place designated by the Superintendent. Parents/guardians of students enrolling in the District for the first time must present:

1. A certified copy of the student's birth certificate. If a birth certificate is not presented, the Superintendent or designee shall notify in writing the person enrolling the student that within 30 days he or she must provide a certified copy of the student's birth certificate. A student will be enrolled without a birth certificate. When a certified copy of the birth certificate is presented, the school shall promptly make a copy for its records, place the copy in the student's permanent record, and return the certified copy to the person enrolling the child. If a person enrolling a student fails to provide a certified copy of the student's birth certificate, the Superintendent or designee shall immediately notify the local law enforcement agency, and shall also notify the person enrolling the student in writing that, unless he or she complies within ~~ten~~ 10 days, the case will be referred to the local law enforcement authority for investigation. If compliance is not obtained within that ~~ten~~ 10-day period, the Superintendent or designee shall so refer the case. The Superintendent or designee shall immediately report to the local law enforcement authority any material received pursuant to this paragraph that appears inaccurate or suspicious in form or content.
2. Proof of residence, as required by Board policy 7:60, *Residence.*
3. Proof of disease immunization or detection and the required physical examination, as required by State law and Board policy 7:100, *Health, Eye, and Dental Examinations; Immunization; and Exclusion of Students*.

The individual enrolling a student shall be given the opportunity to voluntarily state whether the student has a parent or guardian who is a member of a branch of the U. S. Armed Forces and who is either deployed to active duty or expects to be deployed to active duty during the school year. Students who are children of active duty military personnel transferring will be allowed to enter: (a) the same grade level in which they studied at the school from which they transferred, if the transfer occurs during the District's school year, or (b) the grade level following the last grade completed.

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Homeless Children

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce records normally required for enrollment. Board policy 6:140, *Education of Homeless Children*, and its implementing administrative procedures, govern the enrollment of homeless children.

Foster Care Students

The Superintendent will appoint at least one employee to act as a liaison to facilitate the enrollment and transfer of records of students in the legal custody of the Ill. Dept. of Children and Family Services (DCFS) when enrolling in or changing schools. The District's liaison ensures that DCFS' Office of Education and Transition Services receives all written notices and records pertaining to students in the legal custody of DCFS as required by State law.

Student Transfers to and from Non-District Schools

A student may transfer into or out of the District according to State law and procedures developed by the Superintendent or designee. A student seeking to transfer into the District must serve the entire term of any suspension or expulsion, imposed for any reason by any public or private school, in this or any other state, before being admitted into the School District.

Foreign Students

The District accepts foreign exchange students with a J-1 visa and who reside within the District as participants in an exchange program sponsored by organizations screened by administration. Exchange students on a J-1 visa are not required to pay tuition.

Privately sponsored exchange students on an F-1 visa may be enrolled if an adult resident of the District has temporary guardianship, and the student lives in the home of that guardian. Exchange students on an F-1 visa are required to pay tuition at the established District rate. F-1 visa student admission is limited to high schools, and attendance may not exceed 12 months.

The Board may limit the number of exchange students admitted in any given year. Exchange students must comply with District immunization requirements. Once admitted, exchange students become subject to all District policies and regulations governing students.

Re-enrollment

Re-enrollment shall be denied to any individual 19 years of age or above who has dropped out of school and who could not earn sufficient credits during the normal school year(s) to graduate before his or her 21st birthday. However, at the Superintendent's or designee's discretion and depending on program availability, the individual may be enrolled in a graduation incentives program established under 105 ILCS 5/26-16 or an alternative learning opportunities program established under 105 ILCS 5/13B-1 (see 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*). Before being denied re-enrollment, the District will offer the individual due process as required in cases of expulsion under policy 7:210, *Expulsion Procedures*. A person denied re-enrollment will be offered counseling and be directed to alternative educational programs, including adult education programs that lead to graduation or receipt of a GED diploma. This section does not apply to students eligible for special education under the Individuals with Disabilities Education Improvement Act or accommodation plans under the Rehabilitation Act, Section 504.

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LEGAL REF.: 8 U.S.C. §1101 et seq., Illegal Immigrant and Immigrant Responsibility Act of 1996.
20 U.S.C. §1232g, Family Educational Rights and Privacy Act.
20 U.S.C. §1400 et seq., Individuals With Disabilities Education Improvement Act.
29 U.S.C. §794, Rehabilitation Act of 1973, Section 504.
42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.
105 ILCS 5/2-3.13a, 5/10-20.12, 5/10-20.59, 5/10-22.5a, 5/14-1.02, 5/14-1.03a, 5/22-105, 5/26-1, and 5/26-2~~, and 5/27-8.1~~.
105 ILCS 10/8.1, Ill. School Student Records Act.
105 ILCS 45/, Education for Homeless Children Act.
105 ILCS 70/, Educational Opportunity for Military Children Act.
325 ILCS 50/, Missing Children Records Act.
325 ILCS 55/, Missing Children Registration Law.
410 ILCS 315/2, Communicable Disease Prevention Act.
20 Ill. Admin. Code Part 1290, Missing Person Birth Records and School Registration.
23 Ill. Admin. Code Part 226, Special Education.
23 Ill. Admin. Code Part 375, Student Records.

CROSS REF.: 4:110 (Transportation), 6:30 (Organization of Instruction), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:135 (Accelerated Placement Program), 6:140 (Education of Homeless Children), 6:300 (Graduation Requirements), 6:310 (High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students), 7:60 (Residence), 7:70 (Attendance and Truancy), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students), 7:150 (Agency and Law Enforcement Requests), 7:340 (Student Records)

ADOPTED: May 17, 2001

REVISED: August 21, 2025

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Students

School Admissions and Student Transfers To and From Non-District Schools

Age

To be eligible for admission, a child must be five years old on or before September 1 of that school term. A child entering first grade must be six years of age on or before September 1 of that school term. Based upon an assessment of a child's readiness to attend school, the District may permit him or her to attend school prior to these dates. A child will also be allowed to attend first grade based upon an assessment of the child's readiness, if he or she attended a non-public preschool, continued his or her education at that school through kindergarten, was taught in kindergarten by an appropriately licensed teacher, and will be six years old on or before December 31. A child with exceptional needs who qualifies for special education services is eligible for admission at three years of age. Early entrance to kindergarten or first grade may also be available through Board policy 6:135, *Accelerated Placement Program.*

The Superintendent or designee shall assess the child's readiness to attend school and make the decision accordingly.

Admission Procedure

All students must register for school each year on the dates and at the place designated by the Superintendent. Parents / guardians of students enrolling in the District for the first time must present:

1. A certified copy of the student's birth certificate. If a birth certificate is not presented, the Superintendent or designee shall notify in writing the person enrolling the student that within 30 days he or she must provide a certified copy of the student's birth certificate. A student will be enrolled without a birth certificate. When a certified copy of the birth certificate is presented, the school shall promptly make a copy for its records, place the copy in the student's permanent record, and return the certified copy to the person enrolling the child. If a person enrolling a student fails to provide a certified copy of the student's birth certificate, the Superintendent or designee shall immediately notify the local law enforcement agency, and shall also notify the person enrolling the student in writing that, unless he or she complies within ten days, the case will be referred to the local law enforcement authority for investigation. If compliance is not obtained within that ten-day period, the Superintendent or designee shall so refer the case. The Superintendent or designee shall immediately report to the local law enforcement authority any material received pursuant to this paragraph that appears inaccurate or suspicious in form or content.
2. Proof of residence, as required by Board policy 7:60, *Residence.*
3. Proof of disease immunization or detection and the required physical examination, as required by State law and Board policy 7:100, *Health, Eye, and Dental Examinations; Immunization; and Exclusion of Students*.

The individual enrolling a student shall be given the opportunity to voluntarily state whether the student has a parent or guardian who is a member of a branch of the U. S. Armed Forces and who is either deployed to active duty or expects to be deployed to active duty during the school year. Students who are children of active duty military personnel transferring will be allowed to enter: (a) the same grade level in which they studied at the school from which they transferred, if the transfer occurs during the District's school year, or (b) the grade level following the last grade completed.

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Homeless Children

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce records normally required for enrollment. Board policy 6:140, *Education of Homeless Children*, and its implementing administrative procedures, govern the enrollment of homeless children.

Foster Care Students

The Superintendent will appoint at least one employee to act as a liaison to facilitate the enrollment and transfer of records of students in the legal custody of the Ill. Dept. of Children and Family Services (DCFS) when enrolling in or changing schools. The District's liaison ensures that DCFS' Office of Education and Transition Services receives all written notices and records pertaining to students in the legal custody of DCFS as required by State law.

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A student may transfer into or out of the District according to State law and procedures developed by the Superintendent or designee. A student seeking to transfer into the District must serve the entire term of any suspension or expulsion, imposed for any reason by any public or private school, in this or any other state, before being admitted into the School District.

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The Board may limit the number of exchange students admitted in any given year. Exchange students must comply with District immunization requirements. Once admitted, exchange students become subject to all District policies and regulations governing students.

Re-enrollment

Re-enrollment shall be denied to any individual 19 years of age or above who has dropped out of school and who could not earn sufficient credits during the normal school year(s) to graduate before his or her 21st birthday. However, at the Superintendent's or designee's discretion and depending on program availability, the individual may be enrolled in a graduation incentives program established under 105 ILCS 5/26-16 or an alternative learning opportunities program established under 105 ILCS 5/13B-1 (see 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*). Before being denied re-enrollment, the District will offer the individual due process as required in cases of expulsion under policy 7:210, *Expulsion Procedures*. A person denied re-enrollment will be offered counseling and be directed to alternative educational programs, including adult education programs that lead to graduation or receipt of a GED diploma. This section does not apply to students eligible for special education under the Individuals with Disabilities Education Improvement Act or accommodation plans under the Rehabilitation Act, Section 504.

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LEGAL REF.: 8 U.S.C. §1101 et seq., Illegal Immigrant and Immigrant Responsibility Act of 1996.
20 U.S.C. §1232g, Family Educational Rights and Privacy Act.
20 U.S.C. §1400 et seq., Individuals With Disabilities Education Improvement Act.
29 U.S.C. §794, Rehabilitation Act of 1973, Section 504.
42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.
105 ILCS 5/2-3.13a, 5/10-20.12, 5/10-20.59, 5/10-22.5a, 5/14-1.02, 5/14-1.03a, 5/26-1, 5/26-2, and 5/27-8.1.
105 ILCS 10/8.1, Ill. School Student Records Act.
105 ILCS 45/, Education for Homeless Children Act.
105 ILCS 70/, Educational Opportunity for Military Children Act.
325 ILCS 50/, Missing Children Records Act.
325 ILCS 55/, Missing Children Registration Law.
410 ILCS 315/2, Communicable Disease Prevention Act.
20 Ill. Admin. Code Part 1290, Missing Person Birth Records and School Registration.
23 Ill. Admin. Code Part 226, Special Education.
23 Ill. Admin. Code Part 375, Student Records.

CROSS REF.: 4:110 (Transportation), 6:30 (Organization of Instruction), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:135 (Accelerated Placement Program), 6:140 (Education of Homeless Children), 6:300 (Graduation Requirements), 6:310 (High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students), 7:60 (Residence), 7:70 (Attendance and Truancy), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students), 7:340 (Student Records)

ADOPTED: May 17, 2001

REVISED: August 21, 2025

CURRENT

Students

Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students

Required Health Examinations and Immunizations

A student's parents/guardians shall present proof that the student received a health examination, with proof of the immunizations against, and screenings for, preventable communicable diseases, as required by the Department of Public Health, within one year prior to:

1. Entering kindergarten or the first grade;
2. Entering the sixth and ninth grades; and
3. Enrolling in an Illinois school, regardless of the student's grade (including nursery school, special education, Head Start programs operated by elementary or secondary schools, and students transferring into Illinois from out-of-state or out-of-country).

Proof of immunization against meningococcal disease is required from students in grades 6 and 12.

As required by State law:

1. Health examinations must be performed by a physician licensed to practice medicine in all of its branches, an advanced practice registered nurse, or a physician assistant who has been delegated the performance of health examinations by a supervising physician.
2. A diabetes screening is a required part of each health examination; diabetes testing is not required.
3. An age-appropriate developmental screening and an age-appropriate social and emotional screening are required parts of each health examination. A student will not be excluded from school due to his or her parent/guardian's failure to obtain a developmental screening or a social and emotional screening.
4. Before admission and in conjunction with required physical examinations, parents/guardians of children between the ages of one and seven years must provide a statement from a physician that their child was *risk-assessed* or screened for lead poisoning.
5. The IDPH will provide all students entering sixth grade and their parents/guardians information about the link between human papilloma-virus (HPV) and HPV-related cancer(s) and the availability of the HPV vaccine.
6. The District will provide informational materials regarding influenza and influenza vaccinations developed, provided, or approved by the IDPH when it provides information on immunizations, infectious diseases, medications, or other school health issues to students' parents/guardians.

Unless an exemption or extension applies, students who are currently enrolled or transferring from an Illinois school are required to comply with the above requirements by the student's first day of attendance. Failure to comply with the above requirements by the student's first day of attendance will result in the student's exclusion from school until the required health forms are presented to the District. If a medical reason prevents a student from receiving a required immunization by the student's first day of attendance, the student must present, by the requirement date, an immunization schedule and a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by the physician, advanced practice registered nurse, physician assistant, or local health department responsible for administering the immunizations.

A student transferring from out-of-state who does not have required proof of immunizations within 30 days of registration may continue to attend classes only if he or she has proof that an appointment for

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the required vaccinations is scheduled with a party authorized to submit proof of the required vaccinations. If the required proof of vaccination is not submitted within 30 days after the student is permitted to attend classes, the student may no longer attend classes until proof of the vaccinations is properly submitted.

Eye Examination

Parents/guardians are encouraged to have their children undergo an eye examination whenever health examinations are required.

Parents/guardians of students entering kindergarten or an Illinois school for the first time shall present proof before October 15 of the current school year that the student received an eye examination within one year prior to entry of kindergarten or the school. A physician licensed to practice medicine in all of its branches, or a licensed optometrist, must perform the required eye examination.

If a student fails to present proof by October 15, the school may hold the student's report card until the student presents proof: (1) of a completed eye examination, or (2) that an eye examination will take place within 60 days after October 15. The Superintendent or designee shall ensure that parents/guardians are notified of this eye examination requirement in compliance with the rules of the IDPH. Schools shall not exclude a student from attending school due to failure to obtain an eye examination.

Dental Examination

All children in kindergarten and the second, sixth, and ninth grades must present proof of having been examined by a licensed dentist before May 15 of the current school year in accordance with rules adopted by the IDPH.

If a child in the second, sixth, or ninth grade fails to present proof by May 15, the school may hold the child's report card until the child presents proof: (1) of a completed dental examination, or (2) that a dental examination will take place within 60 days after May 15. The Superintendent or designee shall ensure that parent(s)/guardian(s) are notified of this dental examination requirement at least 60 days before May 15 of each school year.

Exemptions

In accordance with rules adopted by the Illinois Department of Public Health (IDPH), a student will be exempted from this policy's requirements for:

1. Religious grounds if the student's parents/guardians present the IDPH's Certificate of Religious Exemption form to the Superintendent or designee. When a Certificate of Religious Exemption form is presented, the Superintendent or designee shall immediately inform the parents/guardians of the exclusion procedures pursuant to Board policy 7:280, *Communicable and Chronic Infectious Disease* and State rules if there is an outbreak of one or more diseases from which the student is not protected.
2. Health examination or immunizations on medical grounds, if the examining physician, advanced practice registered nurse, or physician assistant provides written verification.
3. Eye examination requirement, if the student's parents/guardians show an undue burden or lack or access to a physician licensed to practice medicine in all of its branches who provides eye examinations or a licensed optometrist.
4. Dental examination requirement, if the student's parents/guardians show an undue burden or a lack of access to a dentist.

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Homeless Child

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce immunization and health records normally required for enrollment. Board policy 6:140, *Education of Homeless Children*, governs the enrollment of homeless children.

LEGAL REF.: 42 U.S.C. §11431 et seq., McKinney Homeless Assistance Act.
105 ILCS 5/22-105 ~~27-8.1 and 45/1-20~~.
105 ILCS 45/1-20, Education for Homeless Children Act.
410 ILCS 45/7.1, Lead Poisoning Prevention Act.
410 ILCS 315-2e, Communicable Disease Prevention Act.
23 Ill. Admin. Code §1.530.
77 Ill. Admin. Code Part 664, Socio-Emotional and Developmental Screening.
77 Ill. Admin. Code Part 665, Child and Student Health Examination and Immunization.
77 Ill. Admin. Code Part 690, Control of Notifiable Diseases and Conditions Code.

CROSS REF.: 6:30 (Organization of Instruction), 6:140 (Education of Homeless Children), 6:180 (Extended Instructional Programs), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:280 (Communicable and Chronic Infectious Disease).

ADOPTED: May 17, 2001

REVISED: January 16, 2025

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Students

Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students

Required Health Examinations and Immunizations

A student's parents/guardians shall present proof that the student received a health examination, with proof of the immunizations against, and screenings for, preventable communicable diseases, as required by the Department of Public Health, within one year prior to:

1. Entering kindergarten or the first grade;
2. Entering the sixth and ninth grades; and
3. Enrolling in an Illinois school, regardless of the student's grade (including nursery school, special education, Head Start programs operated by elementary or secondary schools, and students transferring into Illinois from out-of-state or out-of-country).

Proof of immunization against meningococcal disease is required from students in grades 6 and 12.

As required by State law:

1. Health examinations must be performed by a physician licensed to practice medicine in all of its branches, an advanced practice registered nurse, or a physician assistant who has been delegated the performance of health examinations by a supervising physician.
2. A diabetes screening is a required part of each health examination; diabetes testing is not required.
3. An age-appropriate developmental screening and an age-appropriate social and emotional screening are required parts of each health examination. A student will not be excluded from school due to his or her parent/guardian's failure to obtain a developmental screening or a social and emotional screening.
4. Before admission and in conjunction with required physical examinations, parents/guardians of children between the ages of one and seven years must provide a statement from a physician that their child was *risk-assessed* or screened for lead poisoning.
5. The IDPH will provide all students entering sixth grade and their parents/guardians information about the link between human papilloma-virus (HPV) and HPV-related cancer(s) and the availability of the HPV vaccine.
6. The District will provide informational materials regarding influenza and influenza vaccinations developed, provided, or approved by the IDPH when it provides information on immunizations, infectious diseases, medications, or other school health issues to students' parents/guardians.

Unless an exemption or extension applies, students who are currently enrolled or transferring from an Illinois school are required to comply with the above requirements by the student's first day of attendance. Failure to comply with the above requirements by the student's first day of attendance will result in the student's exclusion from school until the required health forms are presented to the District. If a medical reason prevents a student from receiving a required immunization by the student's first day of attendance, the student must present, by the requirement date, an immunization schedule and a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by the physician, advanced practice registered nurse, physician assistant, or local health department responsible for administering the immunizations.

A student transferring from out-of-state who does not have required proof of immunizations within 30 days of registration may continue to attend classes only if he or she has proof that an appointment for

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the required vaccinations is scheduled with a party authorized to submit proof of the required vaccinations. If the required proof of vaccination is not submitted within 30 days after the student is permitted to attend classes, the student may no longer attend classes until proof of the vaccinations is properly submitted.

Eye Examination

Parents/guardians are encouraged to have their children undergo an eye examination whenever health examinations are required.

Parents/guardians of students entering kindergarten or an Illinois school for the first time shall present proof before October 15 of the current school year that the student received an eye examination within one year prior to entry of kindergarten or the school. A physician licensed to practice medicine in all of its branches, or a licensed optometrist, must perform the required eye examination.

If a student fails to present proof by October 15, the school may hold the student's report card until the student presents proof: (1) of a completed eye examination, or (2) that an eye examination will take place within 60 days after October 15. The Superintendent or designee shall ensure that parents/guardians are notified of this eye examination requirement in compliance with the rules of the IDPH. Schools shall not exclude a student from attending school due to failure to obtain an eye examination.

Dental Examination

All children in kindergarten and the second, sixth, and ninth grades must present proof of having been examined by a licensed dentist before May 15 of the current school year in accordance with rules adopted by the IDPH.

If a child in the second, sixth, or ninth grade fails to present proof by May 15, the school may hold the child's report card until the child presents proof: (1) of a completed dental examination, or (2) that a dental examination will take place within 60 days after May 15. The Superintendent or designee shall ensure that parent(s)/guardian(s) are notified of this dental examination requirement at least 60 days before May 15 of each school year.

Exemptions

In accordance with rules adopted by the Illinois Department of Public Health (IDPH), a student will be exempted from this policy's requirements for:

1. Religious grounds if the student's parents/guardians present the IDPH's Certificate of Religious Exemption form to the Superintendent or designee. When a Certificate of Religious Exemption form is presented, the Superintendent or designee shall immediately inform the parents/guardians of the exclusion procedures pursuant to Board policy 7:280, *Communicable and Chronic Infectious Disease* and State rules if there is an outbreak of one or more diseases from which the student is not protected.
2. Health examination or immunizations on medical grounds, if the examining physician, advanced practice registered nurse, or physician assistant provides written verification.
3. Eye examination requirement, if the student's parents/guardians show an undue burden or lack or access to a physician licensed to practice medicine in all of its branches who provides eye examinations or a licensed optometrist.
4. Dental examination requirement, if the student's parents/guardians show an undue burden or a lack of access to a dentist.

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Homeless Child

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce immunization and health records normally required for enrollment. Board policy 6:140, *Education of Homeless Children*, governs the enrollment of homeless children.

LEGAL REF.: 42 U.S.C. §11431 et seq., McKinney Homeless Assistance Act.
105 ILCS 5/27-8.1 and 45/1-20.
410 ILCS 45/7.1, Lead Poisoning Prevention Act.
410 ILCS 315-2e, communicable Disease Prevention Act.
23 Ill. Admin. Code §1.530.
77 Ill. Admin. Code Part 664, Socio-Emotional and Developmental Screening.
77 Ill. Admin. Code Part 665, Child and Student Health Examination and Immunization.
77 Ill. Admin. Code Part 690, Control of Notifiable Diseases and Conditions Code.

CROSS REF.: 6:30 (Organization of Instruction), 6:140 (Education of Homeless Children), 6:180 (Extended Instructional Programs), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:280 (Communicable and Chronic Infectious Disease).

ADOPTED: May 17, 2001

REVISED: January 16, 2025

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Students

Teen Dating Violence Prohibited

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

The Superintendent or designee shall develop and maintain a program to respond to incidents of teen dating violence that:

1. Fully implements and enforces each of the following Board policies:
   a. 2:260, *Uniform Grievance Procedure*. This policy provides a method for any student, parent/guardian, employee, or community member to file a complaint if he or she believes that the Board, its employees, or its agents have violated his or her rights under the State or federal Constitution, State or federal statute, Board policy, or various enumerated bases.
   b. 2:265, *Title IX Grievance Procedure*. This policy prohibits a District employee, agent, or student from engaging in sexual harassment in violation of Title IX of the Education Amendments of 1972. Prohibited conduct includes but is not limited to sexual assault, dating violence, domestic violence, and stalking.
   c. 7:20, *Harassment of Students Prohibited.* This policy prohibits any person from harassing, intimidating, or bullying a student based on the student's actual or perceived characteristics of sex; sexual orientation; gender identity; and gender-related identity or expression (this policy includes more protected statuses).
   d. 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*. This policy prohibits students from engaging in bullying, intimidation, and harassment at school, school-related events and electronically. Prohibited conduct includes threats, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying.
2. Encourages anyone with information about incidents of teen dating violence to report them to any of the following individuals:
   a. Any school staff member. School staff shall respond to incidents of teen dating violence by following the District's established procedures for the prevention, identification, investigation, and response to bullying and school violence.
   b. The Nondiscrimination Coordinator, Building Principal, Assistant Principal, Dean of Students, or a Complaint Manager identified in Board policy 7:20, *Harassment of Students Prohibited.*
3. Incorporates age-appropriate instruction in grades 7 through 12, in accordance with the District's comprehensive health education program in Board policy 6:60, *Curriculum Content.* This includes incorporating student social and emotional development into the District's educational program as required by State law and in alignment with Board policy 6:65, *Student Social and Emotional Development.*
4. Incorporates education for school staff, as recommended by the Nondiscrimination Coordinator, Building Principal, Assistant Principal, Dean of Students, or a Complaint Manager.
5. Notifies students and parents/guardians of this policy.

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Incorporated by Reference: 7:180-AP1, (Prevention, Identification, Investigation, and Response to Bullying and School Violence)

LEGAL REF.: 105 ILCS 5/27-240~~110/3.10~~.

CROSS REF.: 2:240 (Board Policy Development), 2:260, (Uniform Grievance Procedure), 2:265 (Title IX Grievance Procedure), 5:100 (Staff Development), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:190 (Student Behavior), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities)

ADOPTED: January 16, 2014

REVISED: June 20, 2024

REVISED

Students

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4. Incorporates education for school staff, as recommended by the Nondiscrimination Coordinator, Building Principal, Assistant Principal, Dean of Students, or a Complaint Manager.
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Incorporated by Reference: 7:180-AP1, (Prevention, Identification, Investigation, and Response to Bullying and School Violence)

LEGAL REF.: 105 ILCS 110/3.10.

CROSS REF.: 2:240 (Board Policy Development), 2:260, (Uniform Grievance Procedure), 2:265 (Title IX Grievance Procedure), 5:100 (Staff Development), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:190 (Student Behavior), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities)

ADOPTED: January 16, 2014

REVISED: June 20, 2024

CURRENT

Students

Bus Conduct

All students must follow the District's *School Bus Safety Rules*.

School Bus Suspensions

The Superintendent, or any designee as permitted in the School Code, is authorized to suspend a student from riding the school bus for up to 10 consecutive school days for engaging in gross disobedience or misconduct, including but not limited to, the following:

1. Prohibited student conduct as defined in the Board policy 7:190, *Student Behavior*.
2. Willful injury or threat of injury to a bus driver or to another rider.
3. Willful and/or repeated defacement of the bus.
4. Repeated use of profanity.
5. Repeated willful disobedience of a directive from a bus driver or other supervisor.
6. Such other behavior as the Superintendent or designee deems to threaten the safe operation of the bus and/or its occupants.

If a student is suspended from riding the bus for gross disobedience or misconduct on a bus, the Board may suspend the student from riding the school bus for a period in excess of 10 days for safety reasons. The District's regular suspension procedures shall be used to suspend a student's privilege to ride a school bus.

Academic Credit for Missed Classes During School Bus Suspension

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

Electronic Recordings on School Buses

Electronic visual and audio recordings may be used on school buses to monitor conduct and to promote and maintain a safe environment for students and employees when transportation is provided for any school-related activity. Notice of electronic recordings shall be displayed on the exterior of the vehicle's entrance door and front interior bulkhead in compliance with State law and the rules of the Illinois Department of Transportation, Division of Traffic Safety.

Students are prohibited from tampering with electronic recording devices. Students who violate this policy shall be disciplined in accordance with the Board's discipline policy and shall reimburse the School District for any necessary repairs or replacement.

REVISED

LEGAL REF.: ~~Family Educational Rights and Privacy Act,~~ 20 U.S.C. §1232g, Family Educational Rights and Privacy Act, 34 C.F.R. Part 99.
105 ILCS 5/10-20.14, and 5/10-22.6~~, and 10/~~.
105 ILCS 10/, Ill. School Student Records Act.
720 ILCS 5/14-3(m).
23 Ill.Admin.Code Part 375, Student Records.

CROSS REF.: 4:110 (Transportation), 4:170 (Safety), 7:130 (Student Rights and Responsibilities), 7:170 (Vandalism), 7:190 (Student Behavior), 7:200 (Suspension Procedures), 7:230 (Misconduct by Students with Disabilities), 7:340 (Student Records)

ADMIN. PROC.: 4:110-AP3 (School Bus Safety Rules)

ADOPTED: May 17, 2001

REVISED: September 16, 2021

REVISED

Students

Bus Conduct

All students must follow the District's *School Bus Safety Rules*.

School Bus Suspensions

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LEGAL REF.: Family Educational Rights and Privacy Act, 20 U.S.C. §1232g, 34 C.F.R. Part 99.
105 ILCS 5/10-20.14, 5/10-22.6, and 10/.
720 ILCS 5/14-3(m).
23 Ill.Admin.Code Part 375, Student Records.

CROSS REF.: 4:110 (Transportation), 4:170 (Safety), 7:130 (Student Rights and Responsibilities), 7:170 (Vandalism), 7:190 (Student Behavior), 7:200 (Suspension Procedures), 7:230 (Misconduct by Students with Disabilities), 7:340 (Student Records)

ADMIN. PROC.: 4:110-AP3 (School Bus Safety Rules)

ADOPTED: May 17, 2001

REVISED: September 16, 2021

CURRENT

Students

Misconduct By Students With Disabilities

Behavioral Interventions

Behavioral interventions shall be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. The Board will establish and maintain a committee to develop, implement, and monitor procedures on the use of behavioral interventions for children with disabilities.

Discipline of Special Education Students

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

LEGAL REF.: Individuals With Disabilities Education Improvement Act of 2004, 20 U.S.C. §§1412, 1413, and 1415.
Gun-Free Schools Act, 20 U.S.C. §7151 et seq.
34 C.F.R. §§ 300.101, 300.530 - 300.536.
105 ILCS 5/10-22.6 and 5/14-8.05.
23 Ill.Admin.Code §226.400.
Honig v. Doe, ~~108 S.Ct. 592~~ 484 U.S. 305 (1988).

CROSS REF.: 2:150 (Committees), 6:120 (Education of Children with Disabilities), 7:130 (Student Rights and Responsibilities), 7:190 (Student Behavior), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 7:220 (Bus Conduct)

ADOPTED: May 17, 2001

REVISED: September 15, 2016

REVISED

Students

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CROSS REF.: 2:150 (Committees), 6:120 (Education of Children with Disabilities), 7:130 (Student Rights and Responsibilities), 7:190 (Student Behavior), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 7:220 (Bus Conduct)

ADOPTED: May 17, 2001

REVISED: September 15, 2016

CURRENT

Students

Conduct Code For Participants In Extracurricular Activities

The Superintendent or designee, using input from coaches and sponsors of extracurricular activities, shall develop a conduct code for all participants in extracurricular activities consistent with Board policy and the rules adopted by any association in which the District maintains a membership. The conduct code shall: (1) require participants in extracurricular activities to conduct themselves as good citizens and exemplars of their school at all times, including after school, on days when school is not in session, and whether on or off school property; (2) emphasize that hazing and bullying activities are strictly prohibited; and (3) notify participants that failure to abide by them could result in discipline, up to and including removal from the activity. Participants who violate the conduct code will be allowed to give an explanation before being progressively disciplined. The conduct code shall be reviewed by the Building Principal periodically at his or her discretion and presented to the Board.

Participants in extracurricular activities must abide by the conduct code for the activity and Board policy 7:190, *Student Behavior*. All coaches and sponsors of extracurricular activities shall annually review the conduct code with participants and provide participants with a copy. In addition, coaches and sponsors of interscholastic athletic programs shall provide instruction on steroid abuse prevention to students in grades 7 through 12 participating in these programs.

Extracurricular Drug and Alcohol Testing Program

The District maintains an extracurricular drug and alcohol testing program in order to foster the health, safety, and welfare of its students. Participation in extracurricular activities is a privilege and participants need to be exemplars. The program promotes healthy and drug-free participation.

Each student and his or her parent/guardian must consent to having the student submit to random drug and alcohol testing in order to participate in any extracurricular activity. Failure to sign the District's *Consent to Participate in Extracurricular Drug and Alcohol Testing* Program form will result in non-participation.

If a test is *positive*, the student will not participate in extracurricular activities until after a *follow-up* test is requested by the Building Principal or designee and the results are reported. The Building Principal or designee will request a *follow-up* test after such an interval of time that the substance previously found would normally be eliminated from the body. If this *follow-up* test is negative, the student will be allowed to resume extracurricular activities. If a *positive* result is obtained from the *follow-up* test, or any later test, the same previous procedure shall be followed.

The Superintendent or designee shall develop procedures to implement this policy. No student shall be expelled or suspended from school as a result of any verified positive test conducted under this program other than when independent reasonable suspicion of drug and/or alcohol usage exists. This program does not affect the District policies, practices, or rights to search or test any student who at the time exhibits cause for reasonable suspicion of drug and/or alcohol use.

Performance Enhancing Drug Testing of High School Student Athletes

The Illinois High School Association (IHSA) prohibits participants in an athletic activity sponsored or sanctioned by IHSA from ingesting or otherwise using any performance enhancing substance on its banned substance list, without a written prescription and medical documentation provided by a licensed physician who evaluated the student-athlete for a legitimate medical condition. IHSA administers a performance-enhancing substance testing program. Under this program, student athletes are subject to random drug testing for the presence in their bodies of performance-enhancing substances on the IHSA's banned drug list. In addition to being penalized by IHSA, a student may be disciplined according to Board policy 7:190, *Student Behavior*.

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LEGAL REF.: Mahanoy Area Sch. Dist. v. B.L., ~~141 S.Ct. 2038~~ 594 U.S. 180 (2021).
Bd. of Educ. of Ind. Sch. Dist. No. 92 v. Earls, 536 U.S. 822 (2002).
Veronia Sch. Dist. 475 v. Acton, 515 U.S. 646 (1995).
Clements v. Bd. of Edu. of Decatur, 133 Ill. App. 3d 531 (4th Dist. 1985).
Kevin Jordan v. O'Fallon THSD 203, 302 Ill. App. 3d 1070 (5th Dist. 1999).
Todd v. Rush County Schs., 133 F.3d 984 (7th Cir. 1998).
105 ILCS 5/24-24 and 5/27-255(d)~~23.3, and 25/2~~.

CROSS REF.: 5:280 (Duties and Qualifications), 6:190 (Extracurricular and Co-Curricular Activities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:190 (Student Behavior), 7:300 (Extracurricular Athletics)

ADOPTED: May 17, 2001

REVISED: March 17, 2022

REVISED

Students

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The Superintendent or designee shall develop procedures to implement this policy. No student shall be expelled or suspended from school as a result of any verified positive test conducted under this program other than when independent reasonable suspicion of drug and/or alcohol usage exists. This program does not affect the District policies, practices, or rights to search or test any student who at the time exhibits cause for reasonable suspicion of drug and/or alcohol use.

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Kevin Jordan v. O'Fallon THSD 203, 302 Ill. App. 3d 1070 (5th Dist. 1999).
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105 ILCS 5/24-24, 5/27-23.3, and 25/2.

CROSS REF.: 5:280 (Duties and Qualifications), 6:190 (Extracurricular and Co-Curricular Activities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:190 (Student Behavior), 7:300 (Extracurricular Athletics)

ADOPTED: May 17, 2001

REVISED: March 17, 2022

CURRENT

Students

Exemption from Physical Education

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

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

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

A student who is eligible for special education may be excused from physical education courses in either of the following situations:

1. He or she (a) is in grades 3-12, (b) his or her Individualized Educational Program/Plan (IEP) requires that special education support and services be provided during physical education time, and (c) the parent/guardian agrees or the IEP team makes the determination; or
2. He or she (a) has an IEP, (b) is participating in an adaptive athletic program outside of the school setting, and (c) the parent/guardian documents the student's participation as required by the Superintendent or designee.

A student requiring adapted physical education must receive that service in accordance with his or her ~~Individualized Educational Program/Plan (~~IEP~~)~~.

A student in grades 9-12, unless otherwise stated, may submit a written request to the Building Principal to be excused from physical education courses for the reasons stated in Board policy 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students.*

The Superintendent or designee shall maintain records showing that the criteria set forth in this Board policy were applied to the student's individual circumstances, as appropriate.

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

1. The time of year when the student's participation ceases;
2. The student's class schedule; and
3. The student's future or planned additional participation in activities qualifying for substitutions for physical education as outlined in Board policy 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students.*

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LEGAL REF.: 105 ILCS 5/27-7106.
225 ILCS 60/, Medical Practice Act.
23 Ill. Admin. Code §1.420(p) and §1.425(d), (e).

CROSS REF.: 6:60 (Curriculum Content), 6:310 (High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students)

ADOPTED: December 17, 2009

REVISED: March 17, 2022

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Students

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

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

A student who is eligible for special education may be excused from physical education courses in either of the following situations:

1. He or she (a) is in grades 3-12, (b) his or her IEP requires that special education support and services be provided during physical education time, and (c) the parent/guardian agrees or the IEP team makes the determination; or
2. He or she (a) has an IEP, (b) is participating in an adaptive athletic program outside of the school setting, and (c) the parent/guardian documents the student's participation as required by the Superintendent or designee.

A student requiring adapted physical education must receive that service in accordance with his or her Individualized Educational Program/Plan (IEP).

A student in grades 9-12, unless otherwise stated, may submit a written request to the Building Principal to be excused from physical education courses for the reasons stated in 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students.*

The Superintendent or designee shall maintain records showing that the criteria set forth in this policy were applied to the student's individual circumstances, as appropriate.

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

1. The time of year when the student's participation ceases;
2. The student's class schedule; and
3. The student's future or planned additional participation in activities qualifying for substitutions for physical education as outlined in policy 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students.*

CURRENT

LEGAL REF.: 105 ILCS 5/27-6.
225 ILCS 60/, Medical Practice Act.
23 Ill. Admin. Code §1.420(p) and §1.425(d), (e).

CROSS REF.: 6:60 (Curriculum Content), 6:310 (High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students)

ADOPTED: December 17, 2009

REVISED: March 17, 2022

CURRENT

Students

Communicable and Chronic Infectious Disease

A student with or carrying a communicable and/or chronic infectious disease has all rights, privileges, and services provided by law and the Board's policies. The Superintendent will develop procedures to safeguard these rights while managing health and safety concerns.

LEGAL REF.: 105 ILCS 5/10-21.11.
23 Ill. Admin. Code §§ 1.610 and 226.300.
77 Ill. Admin. Code Part 690, Control of Notifiable Diseases and Conditions Code.
20 U.S.C. §1400 et seq., Individuals With Disabilities Education Improvement Act of 2004.
29 U.S.C. §794(a), Rehabilitation Act of 1973, Section 504.

ADOPTED: May 17, 2001

REVISED: September 16, 2021

REVISED

Students

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A student with or carrying a communicable and/or chronic infectious disease has all rights, privileges, and services provided by law and the Board's policies. The Superintendent will develop procedures to safeguard these rights while managing health and safety concerns.

LEGAL REF.: 105 ILCS 5/10-21.11.
23 Ill. Admin. Code §§ 1.610 and 226.300.
77 Ill. Admin. Code Part 690.
20 U.S.C. §1400 et seq., Individuals With Disabilities Education Improvement Act of 2004.
29 U.S.C. §794(a), Rehabilitation Act of 1973, Section 504.

ADOPTED: May 17, 2001

REVISED: September 16, 2021

CURRENT

Students

Extracurricular Athletics

Student participation in school-sponsored extracurricular athletic activities is contingent upon the following:

1. The student must meet the academic criteria set forth in Board policy 6:190, *Extracurricular and Co-Curricular Activities*.
2. A parent/guardian of the student must provide written permission for the student's participation, giving the District full waiver of responsibility of the risks involved.
3. The student must present a current certificate of physical fitness issued by a licensed physician, an advanced practice registered nurse, or a physician assistant. The ***Pre-Participation Physical Examination Form***, offered by the Illinois High School Association and the Illinois Elementary School Association, is the preferred certificate of physical fitness.
4. The student must show proof of accident insurance coverage either by an insurance policy purchased through the District-approved insurance plan or a parent/guardian written statement that the student is covered under a family insurance policy ~~plan~~.
5. The student must agree to follow all conduct rules and the coaches' instructions.
6. The student and his or her parents/guardians must provide written consent to random drug and alcohol testing pursuant to the Extracurricular Drug and Alcohol Testing Program.
7. The student and his or her parents/guardians must: (a) comply with the eligibility rules of, and complete any forms required by, any sponsoring association (such as, the Illinois Elementary School Association, the Illinois High School Association or the Southern Illinois Junior High School Athletic Association, and (b) complete all forms required by the District including, without limitation, signing an acknowledgment of receiving information about ~~the~~ Board~~'s concussion~~ policy 7:305, *Student Athlete Concussions and Head Injuries*.

The Superintendent or designee (1) is authorized to impose additional requirements for a student to participate in extracurricular athletics, provided the requirement(s) comply with Board policy 7:10, *Equal Educational Opportunities*, and (2) shall maintain the necessary records to ensure student compliance with this policy.

LEGAL REF.: 105 ILCS 5/10-20.30 and 5/22-80~~, and 25/2~~.
23 Ill. Admin. Code §1.530(b).

CROSS REF.: 4:100 (Insurance Management), 4:170 (Safety), 6:190 (Extracurricular and Co-Curricular Activities), 7:10 (Equal Educational Opportunities), 7:20 (Harassment of Students Prohibited), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:305 (Student Athlete Concussions and Head Injuries), 7:340 (Student Records)

ADOPTED: May 17, 2001

REVISED: September 18, 2025

REVISED

Students

Extracurricular Athletics

Student participation in school-sponsored extracurricular athletic activities is contingent upon the following:

1. The student must meet the academic criteria set forth in Board policy 6:190, *Extracurricular and Co-Curricular Activities*.
2. A parent/guardian of the student must provide written permission for the student's participation, giving the District full waiver of responsibility of the risks involved.
3. The student must present a current certificate of physical fitness issued by a licensed physician, an advanced practice registered nurse, or a physician assistant. The ***Pre-Participation Physical Examination Form***, offered by the Illinois High School Association and the Illinois Elementary School Association, is the preferred certificate of physical fitness.
4. The student must show proof of accident insurance coverage either by a policy purchased through the District-approved insurance plan or a parent/guardian written statement that the student is covered under a family insurance plan.
5. The student must agree to follow all conduct rules and the coaches' instructions.
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LEGAL REF.: 105 ILCS 5/10-20.30, 5/22-80, and 25/2.
23 Ill. Admin. Code §1.530(b).

CROSS REF.: 4:100 (Insurance Management), 4:170 (Safety), 6:190 (Extracurricular and Co-Curricular Activities), 7:10 (Equal Educational Opportunities), 7:20 (Harassment of Students Prohibited), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:305 (Student Athlete Concussions and Head Injuries), 7:340 (Student Records)

ADOPTED: May 17, 2001

REVISED: September 18, 2025

CURRENT

Community Relations

Parent Organizations and Booster Clubs

Parent organizations and booster clubs are an invaluable resource to the District's schools. While parent organizations and booster clubs have no administrative authority and cannot determine ~~District~~ Board policy, the Board welcomes their suggestions and assistance.

Parent organizations and booster clubs may be recognized by the Board and permitted to use the District's name, a District school's name, ~~or~~ a District school's team name, or any logo attributable to the District provided they first receive the Superintendent or designee's express written consent. Consent to use one of the above-mentioned names or logos will generally be granted if the organization or club has bylaws containing the following:

1. The organization's or club's name and purpose, such as, to enhance students' educational experiences, to help meet educational needs of students, to provide extra athletic benefits to students, to assist specific sports teams or academic clubs through financial support, or to enrich extracurricular activities.
2. The rules and procedures under which it operates.
3. An agreement to adhere to all Board policies and administrative procedures.
4. A statement that membership is open and unrestricted, meaning that membership is open to all parents/guardians of students enrolled in the school, District staff, and community members.
5. A statement that the District is not, and will not be, responsible for the organization's or club's business or the conduct of its members, including on any organization or club websites or social media accounts.

Permission to use one of the above-mentioned names or logos may be rescinded at any time and does not constitute permission to act as the District's representative. At no time does the District accept responsibility for the actions of any parent organization or booster club regardless of whether it was recognized and/or permitted to use any of the above-mentioned names or logos. The Building Principal or an administrative staff member will serve as the recognized liaison to parent organizations or booster clubs. The liaison will serve as a resource person and provide information about school programs, resources, policies, problems, concerns, and emerging issues. Building staff will be encouraged to participate in the organizations.

CROSS REF.: 8:80 (Gifts to the District)

ADOPTED: May 17, 2001

REVISED: September 16, 2021

REVISED

Community Relations

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2. The rules and procedures under which it operates.
3. An agreement to adhere to all Board policies and administrative procedures.
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CROSS REF.: 8:80 (Gifts to the District)

ADOPTED: May 17, 2001

REVISED: September 16, 2021

CURRENT

Policy Committee

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

TO: Board of Education and Cabinet Members

FROM: Dr. Adam Zehr, Associate Superintendent
Lorie Woods, Director of Administrative Services

DATE: May 21, 2026

RE: Resolution on Health Insurance for Substitute Employees and Policy Amendments – Second Reading

---

The Resolution on Health Insurance for Substitute Employees and the following policies are being submitted for a second reading as requested by the Board at the April 16, 2026 Regular meeting

This is the second reading of the following policies:

- **5:30 General Personnel**
- **5:220 Professional Personnel**

Recommendation

Administration requests that the Board approve the Resolution on Health Insurance for Substitute Employees and policies as a second reading.

Please contact me or Mrs. Woods with any questions.

LRW
Attachments

General Personnel

Hiring Process and Criteria

The District hires the most qualified personnel consistent with budget and staffing requirements and in compliance with Board policy on equal employment opportunity and minority recruitment. The Superintendent is responsible for recruiting personnel and making hiring recommendations to the Board. If the Superintendent's recommendation is rejected, the Superintendent must submit another. No individual will be employed who has been convicted of a criminal offense listed in 105 ILCS 5/21B-80(c).

All applicants must complete a District application in order to be considered for employment.

Former Employees

It shall be the policy of the District that former employees shall not be eligible for reemployment with the District in a substitute capacity until a minimum of twenty-six (26) consecutive weeks have elapsed from their effective date of separation.

Job Descriptions

The Board maintains the Superintendent's job description and directs, through policy, the Superintendent, in his or her charge of the District's administration.

The Superintendent shall develop and maintain a current, comprehensive job description for each position or job category, however, a provision in a collective bargaining agreement or individual contract will control in the event of a conflict.

Investigations

The Superintendent or designee shall ensure that a fingerprint-based criminal history records check and a check of the Statewide Sex Offender Database and Violent Offender Against Youth Database is performed on each applicant as required by State law. When the applicant is a successful superintendent candidate who has been offered employment by the Board, the Board President shall ensure that these checks are completed. The Superintendent or designee, or if the applicant is a successful superintendent candidate, then the Board President shall notify an applicant if the applicant is identified in either database. The School Code requires the Board President to keep a conviction record confidential and share it only with the Superintendent, Regional Superintendent, State Superintendent, State Educator Preparation and Licensure Board, or any other person necessary to the hiring decision, the Ill. State Police and/or Statewide Sex Offender Database for purposes of clarifying the information, and/or the Teachers' Retirement System of the State of Illinois when required by law. The Board reserves its right to authorize additional background inquiries beyond a fingerprint-based criminal history records check when it deems it appropriate to do so, in accordance with applicable laws.

Each newly hired employee must complete a U.S. Citizenship and Immigration Services Form as required by federal law.

The District retains the right to discharge any employee whose criminal background investigation reveals a conviction for committing or attempting to commit any of the offenses outlined in 105 ILCS 5/21B-80 or who falsifies, or omits facts from, his or her employment application or other employment documents. If an indicated finding of abuse or neglect of a child has been issued by the Ill. Department of Children and Family Services or by a child welfare agency of another jurisdiction for any applicant for student teaching, applicant for employment, or any District employee, then the Board must consider that person's status as a condition of employment.

FINAL

The Superintendent shall ensure that the District does not engage in any investigation or inquiry prohibited by law and complies with each of the following:

1. The District uses an applicant's credit history or report from a consumer reporting agency only when a satisfactory credit history is an established bona fide occupational requirement of a particular position.
2. The District does not screen applicants based on their current or prior wages or salary histories, including benefits or other compensation, by requiring that the wage or salary history satisfy minimum or maximum criteria.
3. The District does not request or require a wage or salary history as a condition of being considered for employment, being interviewed, continuing to be considered for an offer of employment, an offer of employment, or an offer of compensation.
4. The District does not request or require an applicant disclose wage or salary history as a condition of employment.
5. The District does not ask an applicant or applicant's current or previous employers about wage or salary history, including benefits or other compensation.
6. The District does not ask an applicant or applicant's previous employers about claim(s) made or benefit(s) received under the Workers' Compensation Act.
7. The District does not request of an applicant or employee access in any manner to his or her personal online account, such as social networking websites, including a request for passwords to such accounts.
8. The District provides equal employment opportunities to all persons. See policy 5:10, *Equal Employment Opportunity and Minority Recruitment.*

Sexual Misconduct Related Employment History Review (EHR)

Prior to hiring an applicant for a position involving *direct contact with children or students*, the Superintendent shall ensure that an EHR is performed as required by State law. When the applicant is a superintendent candidate, the Board President shall ensure that the EHR is initiated before a successful superintendent candidate is offered employment by the Board.

Physical Examinations

Each new employee must furnish evidence of physical fitness to perform assigned duties and freedom from communicable disease. The physical fitness examination must be performed by a physician licensed in Illinois, or any other state, to practice medicine and surgery in any of its branches, a licensed advanced practice registered nurse or a licensed physician assistant who has been delegated the authority by his or her supervising physician to perform health examinations. The employee must have the physical examination performed no more than 90 days before submitting evidence of it to the District.

Any employee may be required to have an additional examination by a physician who is licensed in Illinois to practice medicine and surgery in all its branches, a licensed advanced practice registered nurse or a licensed physician assistant who has been delegated the authority by his or her supervising physician to perform health examinations, if the examination is job-related and consistent with business necessity. The Board will pay the expenses of any such examination.

Drug Testing

The District is a drug-free workplace as provided in policy 5:50, *Drug- and Alcohol-Free Workplace, E-Cigarette, Tobacco, and Cannabis Prohibition.* Upon receipt of a contingent offer of employment, applicants must complete pre-employment drug testing which shows no positive result of cannabis, illegal drugs, or alcohol. Applicants to whom a contingent offer is made whose pre-employment drug

FINAL

test returns positive for illegal drugs or alcohol will be ineligible for employment and will have their contingent offer of employment revoked.

Applicants to whom a contingent offer is made whose pre-employment drug test returns positive for cannabis may be ineligible for employment and are subject to having their contingent offer of employment revoked. Applicants who test positive for cannabis will be afforded a reasonable opportunity to explain a positive result for cannabis. The District has sole discretion in determining whether to revoke the contingent offer of employment.

No applicant will be tested under this policy without his or her consent. However, the failure or refusal of any applicant for employment to consent to such testing will be treated as a failure to complete the application process, precluding any consideration of the applicant for employment.

Cannabis means marijuana, hashish, and other substances that are identified as including any parts of the plant Cannabis sativa and including derivatives or subspecies, such as Indica, of all strains of cannabis, whether growing or not; the seeds thereof, the resin extracted from any part of the plan; and any compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin, including tetrahydrocannabinol (THC) and all other naturally produced cannabinol derivatives, whether produced directly or indirectly by extraction; however, "cannabis" does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks (except the resin extracted from it), fiber, oil or cake, or the sterilized seed of the plant that is incapable of germination.

Orientation Program

The District's staff will provide an orientation program for new employees to acquaint them with the District's policies and procedures, the school's rules and regulations, and the responsibilities of their position. Before beginning employment, each employee must sign the *Acknowledgement of Mandated Reporter Status* form as provided in policy 5:90, *Abused and Neglected Child Reporting.*

FINAL

LEGAL REF.: 8 U.S.C. §1324a et seq., Immigration Reform and Control Act.
15 U.S. C. §1681 et seq., Fair Credit Reporting Act.
42 U.S.C. §12112, Americans with Disabilities Act; 29 C.F.R. Part 1630.
8 U.S. C. §1324a et seq., Immigration Reform and Control Act.
105 ILCS 5/10-16.7, 5/10-20.7, 5/10-21.4, 5/10-21.9, 5/10-22.34, 5/10-22.34b, 5/21B-10, 5/21B-80, 5/21B-85, 5/22-6.5, 5/22-94, and 5/24-5.
20 ILCS 2630/3.3, Criminal Identification Act.
820 ILCS 55/, Right to Privacy in the Workplace Act.
820 ILCS 70/, Employee Credit Privacy Act.
410 ILCS 705/10-50, Cannabis Regulation and Tax Act.
820 ILCS 112/10(b-5), Equal Pay Act.
820 ILCS 112/, Equal Pay Act of 2003.
Duldulao v. St. Mary of Nazareth Hospital, 136 Ill. App. 3d 763 (1st Dist. 1985), *aff'd in part and remanded* 115 Ill. 2d 482 (Ill. 1987).
Kaiser v. Dixon, 127 Ill. App. 3d 251 (2nd Dist. 1984).
Molitor v. Chicago Title & Trust Co., 325 Ill. App. 124 (1st Dist. 1945).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 3:50 (Administrative Personnel Other Than the Superintendent), 4:60 (Purchases and Contracts), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:40 (Communicable and Chronic Infectious Disease), 5:50 (Drug- and Alcohol-Free Workplace, E-Cigarette, Tobacco, and Cannabis Prohibition), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:200 (Substitute Teachers), 5:280 (Duties and Qualifications)

ADOPTED: May 17, 2001

REVISED: January 16, 2025

FINAL

Professional Personnel

Substitute Teachers

The Superintendent may employ substitute teachers as necessary to replace teachers who are temporarily absent.

A substitute teacher must hold either a valid teaching or substitute license and may teach in the place of a licensed teacher who is under contract with the Board. There is no limit on the number of days that a substitute teacher may teach in the District during the school year, except as follows:

1. A substitute teacher holding a substitute license may teach for any one licensed teacher under contract with the District only for a period not to exceed 90 paid school days in any one school term.
2. A teacher holding a Professional Educator License or Educator License with Stipulations may teach for any one licensed teacher under contract with the District only for a period not to exceed 120 paid school days.

The Ill. Teachers' Retirement System (TRS) limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 120 paid days or 600 paid hours in each school year through June 30, 2026, but not more than 100 paid days in the same classroom. Beginning July 1, 2026, a substitute teacher who is a TRS annuitant may substitute teach for a period not to exceed 100 paid days or 500 paid hours in any school year, unless the subject area is one where the Regional Superintendent has certified that a personnel shortage exists.

The Board establishes a daily rate of pay for substitute teachers. Substitute teachers receive only monetary compensation for time worked and no other benefits.

Short-Term Substitute Teachers

A short-term substitute teacher must hold a valid short-term substitute teaching license and have completed the District's short-term substitute teacher training program. Unless otherwise permitted by law, short-term substitutes may teach no more than five consecutive school days for each licensed teacher who is under contract with the Board.

Former Employees

See policy 5:30, *General Personnel*

It shall be the policy of the District that former employees shall not be eligible for reemployment with the District in a substitute capacity until a minimum of twenty-six (26) consecutive weeks have elapsed from their effective date of separation.

Emergency Situations

A substitute teacher may teach when no licensed teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent shall notify the appropriate Regional Office of Education (ROE) within five business days after the employment of a substitute teacher in an emergency situation. The Board may continue to employ the same substitute teacher in a vacant position for 90 calendar days or until the end of the semester, whichever is greater, if, prior to the end of the then current 30 calendar-day period, the District makes a written request to the ROE for a 30 calendar-day extension and the extension is granted by the ROE.

FINAL

LEGAL REF.: 105 ILCS 5/10-20.68, 5/21B-20(2), 5/21B-20(3), and 5/21B-20.(4).
105 ILCS 128/22, School Safety Drill Act.
40 ILCS 5/16-118, Ill. Pension Code.
23 Ill. Admin. Code §1.790 (Substitute Teacher) and §25.520 (Substitute Teaching License).

CROSS REF.: 5:30 (Hiring Process and Criteria)

ADOPTED: May 17, 2001

REVISED: January 15, 2026

FINAL

RESOLUTION OF THE BOARD OF EDUCATION OF

HUNTLEY COMMUNITY SCHOOL DISTRICT NO. 158 PERTAINING TO HEALTH INSURANCE FOR SUBSTITUTE EMPLOYEES

WHEREAS, the Board of Education of Huntley Community School District No. 158 ("District") has a longstanding policy of providing compensation but not health insurance benefits to substitute teachers and other substitute employees; and

WHEREAS, the District desires to continue this practice; and

WHEREAS, the District recognizes the importance of maintaining compliance with the Affordable Care Act (ACA) employer shared responsibility provisions; and

WHEREAS, federal regulations under 26 CFR §54.4980H-3 provide that the District may only treat a returning employee as a new employee for insurance purposes after a break in service of at least twenty-six (26) consecutive weeks; and

WHEREAS, the Board of Education finds and determines that former employees should not serve as substitute teachers or other substitute employees for a period of six (6) months following separation.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF HUNTLEY COMMUNITY SCHOOL DISTRICT NO. 158 AS FOLLOWS:

1. The recitals set forth above are found to be true and correct.
2. Board Policies 5:30 and 5:220 are amended as set forth on the attached Exhibits A and B.
3. This Resolution shall be in full force and in effect forthwith upon its passage.

Adopted this _____ of _____, 2026 by the following roll call vote:

Ayes: _____

Nays: _____

_____
President, Board of Education
Huntley Community School District 158
McHenry County, Illinois

ATTEST:

_____
Secretary, Board of Education
Huntley Community School District 158
McHenry County, Illinois

FINAL

General Personnel

Hiring Process and Criteria

The District hires the most qualified personnel consistent with budget and staffing requirements and in compliance with Board policy on equal employment opportunity and minority recruitment. The Superintendent is responsible for recruiting personnel and making hiring recommendations to the Board. If the Superintendent's recommendation is rejected, the Superintendent must submit another. No individual will be employed who has been convicted of a criminal offense listed in 105 ILCS 5/21B-80(c).

All applicants must complete a District application in order to be considered for employment.

Former Employees

It shall be the policy of the District that former employees shall not be eligible for reemployment with the District in a substitute capacity until a minimum of twenty-six (26) consecutive weeks have elapsed from their effective date of separation.

Job Descriptions

The Board maintains the Superintendent's job description and directs, through policy, the Superintendent, in his or her charge of the District's administration.

The Superintendent shall develop and maintain a current, comprehensive job description for each position or job category, however, a provision in a collective bargaining agreement or individual contract will control in the event of a conflict.

Investigations

The Superintendent or designee shall ensure that a fingerprint-based criminal history records check and a check of the Statewide Sex Offender Database and Violent Offender Against Youth Database is performed on each applicant as required by State law. When the applicant is a successful superintendent candidate who has been offered employment by the Board, the Board President shall ensure that these checks are completed. The Superintendent or designee, or if the applicant is a successful superintendent candidate, then the Board President shall notify an applicant if the applicant is identified in either database. The School Code requires the Board President to keep a conviction record confidential and share it only with the Superintendent, Regional Superintendent, State Superintendent, State Educator Preparation and Licensure Board, or any other person necessary to the hiring decision, the Ill. State Police and/or Statewide Sex Offender Database for purposes of clarifying the information, and/or the Teachers' Retirement System of the State of Illinois when required by law. The Board reserves its right to authorize additional background inquiries beyond a fingerprint-based criminal history records check when it deems it appropriate to do so, in accordance with applicable laws.

Each newly hired employee must complete a U.S. Citizenship and Immigration Services Form as required by federal law.

The District retains the right to discharge any employee whose criminal background investigation reveals a conviction for committing or attempting to commit any of the offenses outlined in 105 ILCS 5/21B-80 or who falsifies, or omits facts from, his or her employment application or other employment documents. If an indicated finding of abuse or neglect of a child has been issued by the Ill. Department of Children and Family Services or by a child welfare agency of another jurisdiction for any applicant for student teaching, applicant for employment, or any District employee, then the Board must consider that person's status as a condition of employment.

FINAL

The Superintendent shall ensure that the District does not engage in any investigation or inquiry prohibited by law and complies with each of the following:

1. The District uses an applicant's credit history or report from a consumer reporting agency only when a satisfactory credit history is an established bona fide occupational requirement of a particular position.
2. The District does not screen applicants based on their current or prior wages or salary histories, including benefits or other compensation, by requiring that the wage or salary history satisfy minimum or maximum criteria.
3. The District does not request or require a wage or salary history as a condition of being considered for employment, being interviewed, continuing to be considered for an offer of employment, an offer of employment, or an offer of compensation.
4. The District does not request or require an applicant disclose wage or salary history as a condition of employment.
5. The District does not ask an applicant or applicant's current or previous employers about wage or salary history, including benefits or other compensation.
6. The District does not ask an applicant or applicant's previous employers about claim(s) made or benefit(s) received under the Workers' Compensation Act.
7. The District does not request of an applicant or employee access in any manner to his or her personal online account, such as social networking websites, including a request for passwords to such accounts.
8. The District provides equal employment opportunities to all persons. See policy 5:10, *Equal Employment Opportunity and Minority Recruitment.*

Sexual Misconduct Related Employment History Review (EHR)

Prior to hiring an applicant for a position involving *direct contact with children or students*, the Superintendent shall ensure that an EHR is performed as required by State law. When the applicant is a superintendent candidate, the Board President shall ensure that the EHR is initiated before a successful superintendent candidate is offered employment by the Board.

Physical Examinations

Each new employee must furnish evidence of physical fitness to perform assigned duties and freedom from communicable disease. The physical fitness examination must be performed by a physician licensed in Illinois, or any other state, to practice medicine and surgery in any of its branches, a licensed advanced practice registered nurse or a licensed physician assistant who has been delegated the authority by his or her supervising physician to perform health examinations. The employee must have the physical examination performed no more than 90 days before submitting evidence of it to the District.

Any employee may be required to have an additional examination by a physician who is licensed in Illinois to practice medicine and surgery in all its branches, a licensed advanced practice registered nurse or a licensed physician assistant who has been delegated the authority by his or her supervising physician to perform health examinations, if the examination is job-related and consistent with business necessity. The Board will pay the expenses of any such examination.

Drug Testing

The District is a drug-free workplace as provided in policy 5:50, *Drug- and Alcohol-Free Workplace, E-Cigarette, Tobacco, and Cannabis Prohibition.* Upon receipt of a contingent offer of employment, applicants must complete pre-employment drug testing which shows no positive result of cannabis, illegal drugs, or alcohol. Applicants to whom a contingent offer is made whose pre-employment drug

FINAL

Professional Personnel

Substitute Teachers

The Superintendent may employ substitute teachers as necessary to replace teachers who are temporarily absent.

A substitute teacher must hold either a valid teaching or substitute license and may teach in the place of a licensed teacher who is under contract with the Board. There is no limit on the number of days that a substitute teacher may teach in the District during the school year, except as follows:

1. A substitute teacher holding a substitute license may teach for any one licensed teacher under contract with the District only for a period not to exceed 90 paid school days in any one school term.
2. A teacher holding a Professional Educator License or Educator License with Stipulations may teach for any one licensed teacher under contract with the District only for a period not to exceed 120 paid school days.

The Ill. Teachers' Retirement System (TRS) limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 120 paid days or 600 paid hours in each school year through June 30, 2026, but not more than 100 paid days in the same classroom. Beginning July 1, 2026, a substitute teacher who is a TRS annuitant may substitute teach for a period not to exceed 100 paid days or 500 paid hours in any school year, unless the subject area is one where the Regional Superintendent has certified that a personnel shortage exists.

The Board establishes a daily rate of pay for substitute teachers. Substitute teachers receive only monetary compensation for time worked and no other benefits.

Short-Term Substitute Teachers

A short-term substitute teacher must hold a valid short-term substitute teaching license and have completed the District's short-term substitute teacher training program. Unless otherwise permitted by law, short-term substitutes may teach no more than five consecutive school days for each licensed teacher who is under contract with the Board.

Former Employees

See policy 5:30, *General Personnel*

It shall be the policy of the District that former employees shall not be eligible for reemployment with the District in a substitute capacity until a minimum of twenty-six (26) consecutive weeks have elapsed from their effective date of separation.

Emergency Situations

A substitute teacher may teach when no licensed teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent shall notify the appropriate Regional Office of Education (ROE) within five business days after the employment of a substitute teacher in an emergency situation. The Board may continue to employ the same substitute teacher in a vacant position for 90 calendar days or until the end of the semester, whichever is greater, if, prior to the end of the then current 30 calendar-day period, the District makes a written request to the ROE for a 30 calendar-day extension and the extension is granted by the ROE.

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LEGAL REF.: 105 ILCS 5/10-20.68, 5/21B-20(2), 5/21B-20(3), and 5/21B-20.(4).
105 ILCS 128/22, School Safety Drill Act.
40 ILCS 5/16-118, Ill. Pension Code.
23 Ill. Admin. Code §1.790 (Substitute Teacher) and §25.520 (Substitute Teaching License).

CROSS REF.: 5:30 (Hiring Process and Criteria)

ADOPTED: May 17, 2001

REVISED: January 15, 2026

FINAL

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

Date: May 21, 2026
To: Board of Education
From: Dr. Deanna Gill, Assistant Superintendent for Special Services and Dr. Amy MacCrindle, Assistant Superintendent for Learning & Innovation
Cc: Ms. Jessica Lombard, Superintendent
Subject: Contracts & Agreements for the 26-27 School Year

Executive Summary

In order to support the ongoing work within the Learning and Innovation department, the following contracts and agreements are being presented for approval. Additional contracts were presented at the May 7 committee of the whole, providing a full picture of the contracts that are utilized in Huntley 158. In alignment with our goals of operational efficiency, we have continued to carefully validate and weigh the needs, value, and impact of each of these tools and services. These agreements represent a coordinated investment in resources that strengthen teaching and learning across the district, including supports for classroom instruction, student outcomes, and targeted interventions, as well as professional learning to build staff capacity.
Funding for these contracts has been thoughtfully planned and allocated through a combination of local funds and, where appropriate, grant resources. This approach allows the district to responsibly leverage available funding streams while maintaining a focus on sustainability and maximizing the impact of each investment.

Contracts for Approval Supporting Professional Learning:

- Care Solace: $30,772
- Cognitive Connections Executive Functioning Professional Learning: $15,300
- CPI Training: $39,364
- Easterseals: $166,283
- Hatching Results: $41,238
- LETRS Training through SLD Project: $4500

Multi-Year Contracts for Approval Supporting Instruction

- CommonLit: $37,800.00 total for 3 years
- Delta Math: $35,280 for total for 3 years
- Gradecam: $44,415.00 total for 3 years
- IXL: $46,220 year 1, $21,862.50 years 2 & 3, Multilingual: $4,303.13 year 1, and $2,151.56 years 2 and 3
- Make Music:$46,594.53 total for 3 years
- Music Play Online: $2850 total for 3 years
- Renaissance Star (Universal Screener): Year 1: $85,835 year 2: $88,089.65 and Year 3: $90,472.65

HUNTLEY
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Contracts for Approval Supporting Professional Learning

Contract	Description	Renewal/New	Return On Investment	Total Cost Projected
CareSolace	A mental health care coordination service that connects students, staff, and families with mental health and substance use treatment providers. Their platform offers 24/7 multilingual support, personalized care navigation, and self-service tools to streamline access to care, regardless of insurance status.	Renewal	By reducing barriers to mental health services, Care Solace enhances our school districts' capacity to support the well-being of our school community. In addition, the partnership will replace previous costs of Partnering for Prevention.	$30,772 IDEA Grant
Cognitive Connection: Executive Functioning Professional Learning	Provides professional learning focused on strengthening staff understanding of executive functioning skills, including organization, planning, working memory, and self-regulation, with practical classroom strategies. This was the top professional learning need recognized by PK-12+ staff for next school year.	New	Supports improved student outcomes by equipping educators with research-based strategies to explicitly teach and reinforce executive functioning skills that strengthen independence, engagement, and academic success.	$15,300 Title 2 Funds

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Contract	Description	Renewal/New	Return On Investment	Total Cost Projected
CPI	Provides evidence-based training in de-escalation and crisis prevention, including certification, renewals, and differentiated professional learning options for staff.	Renewal	Supports safe and consistent behavioral responses by expanding staff training, reducing crisis incidents, and improving efficiency through flexible, role-aligned professional learning. New PD options offer a more efficient use of resources by reducing the number of certified trainers from 12 to 8, while increasing flexibility to deliver full-day, half-day, and 2-hour training formats.	$39,364 Title 2 and IDEA Grant
Easterseals	Provides coaching and hands-on professional learning to support structured teaching practices, including classroom setup and targeted support for students with autism and specialized needs.	Renewal	Builds staff capacity to create inclusive, structured environments that improve student engagement and independence. During the 25-26 school year, our staff received 48 coaching days and 20 classroom set ups. During the 26-27 SY our staff will receive 54 coaching days and 24 classroom set ups.	$166,283 IDEA Grant

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Contract	Description	Renewal/New	Return On Investment	Total Cost Projected
Hatching Results	Provides a strategic partnership with the 6–12 counseling department (16 counselors) to align systems with district priorities and the Portrait of a Learner through integrated academic, social-emotional, and college and career supports.	New	Builds the foundation for a comprehensive counseling system by strengthening counselor capacity and leadership, aligning 6–12 counseling practices across 16 counselors, and establishing consistent systems that integrate academic, social-emotional, and college and career readiness supports for students.	$41,238 Title 2 Funds
LETRS Training through SLD Support Project	Provides research-based professional learning grounded in the Science of Reading, focusing on phonics, language development, and comprehension.	New	Supports literacy outcomes by building teacher expertise in evidence-based reading instruction and improving support for students with reading needs.	$4500 IDEA Grant

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Instructional Support

Contract	Description	Renewal/New	Return On Investment	Total Cost Projected
CommonLit (3 year) **MS Literacy Curriculum**	Provides a research-backed middle school ELA curriculum with a digitally native platform of rigorous texts and scaffolded instruction serving as the central resource for Grades 6–8 literacy.	Renewal	As the central resource for our ELA curriculum, CommonLit 360 supports accelerated reading growth, improved writing, and directly advances our School Improvement Plan goals.	$37,800.00 for 3 years $12,600 each year Local Budget
Delta Math (3 year)	Provides a digital math practice platform for Grades 6–12 with adaptive, auto-graded assignments, immediate feedback, and worked examples.	Renewal	Supports math instruction by strengthening student engagement, increasing mastery of core concepts, and enabling data-informed instructional adjustments across 6–12 classrooms. Over 90% of the 6-12 math department uses the resource on a regular basis.	$35,280 for 3 years $11,760.00 each year Local Budget
Gradecam (3 year) **6-12 Assessment System**	Provides a versatile assessment platform that enables instant scoring of paper and digital assignments with immediate feedback and automated gradebook integration.	Renewal: Turning an annual contract to multi-year contract	Supports efficient, data-informed instruction by streamlining assessment, improving feedback speed, and reducing teacher workload through automated scoring and grade transfer.	$44,415.00 for 3 years Year 1: $16,450.00 Year 2: $14,805.00 Year 3: $13,160.00 Local Budget
IXL (3year)	Provides an adaptive practice and diagnostic platform used for Tier 1 skill reinforcement and targeted intervention with real-time instructional data.	New (Replacement for Freckle)	Supports differentiated instruction by providing standards-aligned practice, diagnostic insights, and real-time data that help teachers	Year 1: $46,220 Year 2: $21,862.50

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Contract	Description	Renewal/New	Return On Investment	Total Cost Projected
			address learning gaps and monitor student progress. 84% of our 6th-8th-grade teachers rostered are active users. Of the skills practiced, 74% of students have demonstrated proficiency on that skill. We will continue to monitor appropriate usage and student mastery overtime.	Year 3: $21,862.50 Local Budget and IDEA Grant ML: Yr 1: $4,303.13 Yr 2: $2,151,56 Yr 3: $2,151,56 Local Bilingual Funds
MakeMusic (3 year) **5th-12th Grade Performing Arts Students**	MakeMusic SmartMusic provides 5–12 performing arts students with a digital library of over 25,000 interactive titles and professional accompaniments, offering real-time feedback on pitch and rhythm to enhance practice and performance.	Renewal	Supports performing arts instruction by improving student engagement, accelerating skill development, and enhancing ensemble and individual performance practice for 100% of our students involved in band and orchestra.	$46,594.53 for 3 years Year 1: $15,531.51 Year 2: $15,531.51 Year 3: $15,531.51 Local Budget
MusicPlay Online (3 year)	Provides an interactive, web-based music education platform for K–5 classrooms with ready-to-use lessons, songs, games, and activities focused on rhythm, pitch, movement, and notation.	Renewal	Supports elementary music instruction by providing consistent, engaging, and standards-aligned resources that enhance student participation and accelerate mastery of foundational musical skills across all K–5 buildings.	$2850 total for 3 years Local Budget

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Contract	Description	Renewal/New	Return On Investment	Total Cost Projected
Renaissance STAR (3 year) **K-12 Universal Screener**	Provides a comprehensive assessment system for K–5 (Reading, Math, Early Literacy, and progress monitoring) and 6–12 (Reading and Math benchmarking) through a unified screening and progress monitoring platform.	Renewal	Supports early identification and targeted instruction by streamlining benchmarking and progress monitoring across K–12, reducing multiple tools, and strengthening consistent, data-informed decision-making aligned to School Improvement Plan goals.	Year 1: $85,835 Year 2: $88,089.65 Year 3: $90,472.65 Local Budget

Recommendation

District Administration recommends the approval of the annual and multi-year contracts above the district threshold for approval at the May 21, 2026 Board of Education Meeting. The remaining contracts are provided for informational purposes.,

AMENDMENT TO RENEW SERVICE AGREEMENT

This amendment to renew the Service Agreement (the "**Amendment**") is effective as of the date of the last signature between Huntley Community School District 158, a IL Public school district (hereinafter "**School District**"), and Care Solace, Inc., a Delaware corporation (hereinafter "**Care Solace**"). School District and Care Solace may be referred to individually as "**Party**," or collectively as "**Parties**."

RECITALS

WHEREAS, School District and Care Solace have entered into a Service Agreement dated July 1, 2022, with a current term from July 1, 2025, through June 30, 2026 (the "**Service Agreement**"); and

WHEREAS, the Parties agree that they wish to renew the Service Agreement for a term beginning on July 1, 2026 and continuing through June 30, 2027 (the "**Renewal Term**"); and

WHEREAS, the Parties agree that it is their mutual intention by execution of this Amendment that the Service Agreement and any addenda or amendments thereto shall be renewed in full for the Renewal Term, subject to the revisions expressly set forth herein, and that the Service Agreement and any addenda or amendments, as modified by this Amendment, shall be binding upon the Parties.

NOW, THEREFORE, in consideration of the matters described above and of the mutual benefits and obligations set forth in the Service Agreement and any addenda or amendments thereto, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

A. Additional Service Agreement Terms

The Parties hereby agree that the below referenced additional terms shall be incorporated into the Service Agreement and shall be binding upon the Parties:

11.1 The Renewal Term of this Agreement will begin on July 1, 2026, and continue through June 30, 2027.

For each Renewal Term, School District will pay $30,772 to Care Solace on or around the Renewal Date for that Renewal Term.

B. Incorporation of Service Agreement Terms and Conditions

Other than the Addition set forth in Section A above, the Service Agreement and any addenda or amendments thereto are incorporated here by this reference as though fully set forth herein and the Parties agree that all of the Terms and Conditions of the Service Agreement are in effect during the Renewal Terms.

SIGNATURES ON NEXT PAGE – REMAINDER OF PAGE INTENTIONALLY BLANK

IN WITNESS WHEREOF the Parties hereto have executed this Amendment as of the date of the last signature below.

Care Solace, Inc. ("Care Solace")

Printed Full Name: Natasha Conahan
Title: Chief Operations Officer

Signature: _____

Date: _____

Huntley Community School District 158 ("School District")

Printed Full Name: _____

Title: _____

Signature: _____

Date: _____

COGNITIVE CONNECTIONS

PROFESSIONAL DEVELOPMENT QUOTE
Executive Function Training & Coaching

Prepared for: District 158

Prepared by: Kristen Jacobsen, Co-Director

Date: May 5, 2026

Scope of Services

This proposal outlines a comprehensive Executive Function professional development plan including both virtual training sessions and virtual coaching support for educators, coaches, and administrators.

Proposed Plan

1. Virtual Webinar Training

- Total Hours: 12 hours
- Structure:
  - August 17 and 18, 2026
    - 2 hours – Elementary School
    - 2 hours – Middle School
    - 2 hours – High School
  - September 22, 2026
    - 3 hours – 1.5 Elementary School and 1.5 Middle School/High School
  - October 23, 2026
    - 3 hours – 1.5 Elementary School and 1.5 Middle School/High School
- Subtotal: $10,800

2. Guided Implementation Support

- Total Hours: 10 hours (5 hours for PK-5 and 5 hours for 6-12+ levels)
- Audience: PK-5: Administrators and Coaches; 6-12: Administrators, Case Managers and Coaches
- Virtual Format: Small-group sessions to build capacity at the building level supporting continued implementation of Executive Functioning

- Scheduling: Dates to be determined in collaboration with the district
- Subtotal: $4,500

Total Investment

- Webinar Training: $10,800
- Guided Implementation Support: $4,500

Total Cost: $15,300

Additional Notes

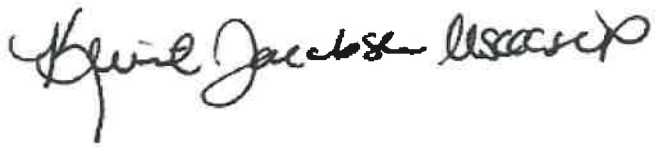
- Webinar sessions may accommodate unlimited participants.
- Guided Implementation Support sessions are designed to be interactive and are most effective with smaller groups.
- The final schedule for Guided Implementation Support sessions will be determined based on district needs.

Approval

Please indicate approval to proceed with the proposed professional development plan.

Name: _____
Title: _____
Signature: _____
Date: _____

I look forward to working with you to support your educators and strengthen their executive function practices across your schools.



Kristen Jacobsen, M.S. CCC-SLP
Speech and Language Pathologist and Co-Director, Cognitive Connections, LLP
May 4, 2026

CRISIS PREVENTION INSTITUTE

Quote #: CPUSSO-0186973
Account #: 772729
Date: 3/23/2026 9:45 AM

Quote Is Valid For 60 Days From Date Of Quote

Quote Eligible for Huntley Community School District 158

BILL TO
650 Dr John Burkey Dr
650 Dr John Burkey Dr,
Algonquin, IL 60102-4423, USA

SHIP TO
650 Dr John Burkey Dr,
Algonquin, IL 60102-4423, US

CONTACT US
Phone: 1.800.558.8976
Email: info@crisisprevention.com
Federal ID#: 39-2012874

QUANTITY	PRODUCT	UNIT PRICE	EXTENDED PRICE
300.00	NCI Online Course & Workbook 3rd Ed	$50.39	$15,117.00
1.00	NCI ICP Blended Classroom Open 3e	$4,949.00	$4,949.00
2.00	NCI Renewal Blended Classroom Open 3e	$2,399.00	$4,798.00
1.00	De-Escalation Basics Online Training Subscription	$12,500.00	$12,500.00
5.00	Annual Membership Fee	$200.00	$1,000.00
1.00	De-Escalation Basics Bus Drivers Online Training Subscription	$1,000.00	$1,000.00

If you would like to order the merchandise quoted, please contact our office at 1.800.558.8976 and reference the Quote # shown at the top right.

Where payments are made by the customer through a credit card for $10,000 or greater, 2% of transactions will be charged towards credit card fees.

Subtotal	$39,364.00
Discount	$0.00
Tax	$0.00
Shipping	
Total	**$39,364.00**

Tax exempt organizations, we must have your tax exempt certificate on file.

Cancellation and return policies can be found at:
https://www.crisisprevention.com/Special-Pages/Important-Registration-Information

CRISIS PREVENTION INSTITUTE

SUBSCRIPTION AGREEMENT

This Subscription Agreement is entered into by and between Crisis Prevention Institute, Inc., a Wisconsin corporation, located at 10850 W. Park Place, Suite 250, Milwaukee, WI 53224 ("CPI") and Huntley Community School District 158, located at 650 Dr. John Burkey Drive, Algonquin, IL 60102, for itself and on behalf of each of the individual schools listed in Exhibit A (collectively the "District").

1) **Term:** The Effective Date of this agreement shall be the date on which it is fully signed by the parties. The Initial Term of this agreement shall begin on the Effective Date and shall end twelve (12) months from the Effective Date. This agreement shall renew automatically for additional twelve (12)-month Renewal Terms unless it is terminated pursuant to Paragraph 5 ("Termination") of this agreement. Each Renewal Term shall begin on the date the prior term expires. CPI reserves the right to increase the fees payable during each Renewal Term. CPI shall not increase these fees by more than 5% for a particular Renewal Term.

2) **Subscription:** For the Initial Term of this agreement, and any Renewal Term, District is purchasing a subscription to CPI's *De-escalation Basics for Educators* (the "Program") and related materials. This subscription gives District the right to the following:
   a) All District employees, contracted staff, volunteers, and any other person shall have unlimited access to the Program. Access to the Program shall be limited to Authorized Personnel of the Schools listed in Exhibit A.

3) **Intellectual Property Rights:** As used in this agreement, the term "Materials" means the CPI's *De-escalation Basics for Educators* online course, medical illustrations, professional learning content and materials, and all other materials relating to this Program. The parties agree that the Materials, including any copyrights, trademarks, trade secrets, patents, and any other type of intellectual property ("Intellectual Property") are and shall remain the sole and exclusive property of CPI. Any modifications, updates, additions, and derivative works made to the Materials also shall be the sole property of CPI. District agrees to take all steps reasonably necessary to protect CPI's interest in and ownership of the Materials. Those steps shall include, but are not limited to:
   a) District may not modify the Materials without CPI's express written consent.
   b) The Materials must retain any existing confidentiality, copyright, or trademark designations, and any other indication of CPI's intellectual property rights.
   c) At no time shall District, or any Authorized Personnel, directly or indirectly distribute copies of the Materials to the public, to parents, or to caregivers by sale or other transfer of ownership, or by rental, lease, lending, or gift.
   d) District shall protect the Materials from unauthorized download and/or distribution by its agents, affiliates, and any Authorized Personnel.
   e) District shall not use the Materials or Intellectual Property to create any competing product or service.
   f) Upon the termination of this agreement, District shall make no further use of the Materials.

4) **Fees and Payment:** Subject to the fee adjustment provisions of Paragraph 1 ("Term"), District shall pay CPI an annual subscription fee of $ 12,500 each year this agreement is in effect. This fee will be adjusted any time District modifies the individual schools listed on Exhibit A.
   a) Taxes. All fees are exclusive of taxes and duties. District shall be solely responsible for the payment of any taxes arising out of the fees it pays CPI.
      i) District is tax exempt: Y [✔] N [ ]
      ii) If 'Y,' enter your Exemption ID: E9995-0162-07 and provide a copy of your Tax Exemption Certificate.
   b) Payment. After the Effective Date, and after the commencement of each Renewal Term, unless this agreement has been terminated in accordance with Paragraph 5 ("Termination") of this agreement, CPI shall invoice District for the fee due under this agreement. District agrees to pay this fee, in full, within 30 days of receiving CPI's invoice.

5) **Termination:**
   a) Termination for Breach: Either party may terminate this agreement upon notice if the other party materially breaches this agreement and (a) the breach remains unremedied for 30 days after the date the breaching party receives notice from the non-breaching party describing the breach and requiring that the breaching party cure it, or (b) the breach is incapable of cure.
   b) Termination for Insolvency: Either party may terminate this agreement upon notice if (i) the other party declares bankruptcy; (ii) a court order is issued for the winding up of the other party; (iii) an effective resolution is passed for the winding up of the other party; (iv) the other party has a receiver, manager, administrative receiver, or administrator appointed with respect to it; (v) the other party ceases to be able to pay its debts as they fall due; (vi) the other party takes or suffers any action similar to any of the above on account of debt in any jurisdiction.
   c) Effect of Termination: Upon the termination of this agreement, District's access to the Materials shall end.

6) **Data Privacy:** Each party shall be responsible for its compliance with all applicable data protection legislation.
   a) District-Provided Data: District confirms and warrants that any data it shares with or provides to CPI has been collected and disclosed in accordance with all applicable data protection legislation. District agrees it shall not input, upload, maintain, or disclose any irrelevant or unnecessary information about individuals.
   b) Third-Party Data Processors: Each party will maintain, and will require all third-party data processors it engages to maintain, appropriate physical, technical, and organizational measures to protect Personally Identifiable Information against accidental, unauthorized, or unlawful destruction, loss, alteration, disclosure, or access.

7) **Mutual Indemnification:** To the extent permitted by applicable law, the parties agree to indemnify, defend, and hold each other harmless from any third-party claim arising out of actions either of them takes pursuant to this agreement. This indemnification obligation does not extend to allegations of gross negligence or willful misconduct by the Indemnified Party. This indemnification obligation extends to all defense costs and attorney fees incurred by the Indemnified Party. When a party becomes aware of a claim which could be subject to this paragraph, that party must provide prompt notice of that claim to the Indemnifying Party. The rights and obligations in this paragraph shall survive the expiration of this agreement. In addition, CPI shall defend and indemnify District from any claim by a third party alleging that the Materials infringe on the intellectual property rights of that third party.

8) **Notices:** Any notice required by this agreement shall be delivered by regular mail or email to:

If to CPI:

Nick Schreiter
Sales Contract Specialist
Crisis Prevention Institute, Inc.
10850 W. Park Place Suite 250
Milwaukee, WI 53224
contracts@crisisprevention.com

If to District

Allison Anderson
Special Education Behavior Specialist Strategist
Huntley Community School District 158
650 Dr. John Burkey Drive
Algonquin, IL
alanderson@district158.org

Notice shall be deemed to be delivered three calendar days after it is placed in the mail, postage pre-paid, or on the day the email is sent.

9) **Damages:** Each party's aggregate liability to the other for damages arising out of or in connection with this agreement shall not exceed the total fees paid to CPI under this agreement in the previous 12 calendar months. Neither party shall be liable for any indirect, punitive, special, or consequential damages or any lost profits.

10) **Force Majeure:** Neither party will be liable for any damages for failure to fulfill its obligations under this agreement due to circumstances beyond its reasonable control. If such circumstances cause material deficiencies in the services provided by CPI, and those material deficiencies continue for more than 30 days, either party may terminate this agreement upon notice to the other party.

11) **Waiver:** No delay or failure to exercise any right or remedy under this agreement shall constitute a waiver of that right or remedy.

12) **Assignment:** Neither this agreement, nor any right or obligation contained in this agreement, may be assigned by either party without the prior written consent of the other party. A party's consent shall not be withheld unreasonably.

13) **Modification or Amendment:** No amendment, change, or modification of this agreement shall be valid unless it is written and signed by the parties.

14) **Governing Law:** This agreement shall be subject to and interpreted in accordance with the laws of the State of Wisconsin.

15) **Entire Understanding:** This agreement constitutes the entire understanding and agreement of the parties with respect to its subject matter. Any and all prior agreements, understandings, or representations relating to the same subject matter are of no further force and effect.

16) **Severability:** If any term of this agreement is held to be invalid or unenforceable by a court of competent jurisdiction, the remaining provisions of this agreement will remain in full force and effect. It is the intent of the parties that the terms of this agreement are severable.

17) **Execution of this Agreement:** Digital and electronic signatures are valid signatures of this agreement. It is not necessary for the parties to sign this agreement at the same time.

IN WITNESS WHEREOF, the parties have executed this agreement.

Huntley Community School District 158	Crisis Prevention Institute, Inc.
_____	_____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

EXHIBIT A

List Names and Addresses of all Participating Schools Here

Chesak Elementary School – 10910 Reed Rd., Lake in the Hills, IL 60156

Conley Elementary School – 750 Dr. John Burkey Dr., Algonquin, IL 60102

Leggee Elementary School – 13723 Harmony Rd., Huntley IL, 60142

Mackeben Elementary School – 800 Dr. John Burkey Dr., Algonquin, IL 60102

Heineman Middle School – 725 Dr. John Burkey Dr., Algonquin, IL 60102

Marlowe Middle School – 9625 Halgius Rd., Lake in the Hills, IL 60156

Martin Elementary School – 10920 Reed Rd., Lake in the Hills, IL 60156

Huntley High School – 13719 Harmoney Rd., Huntley IL, 60142

Early Childhood Center – 10910 Reed Rd., Door#4, Lake in the Hills, IL 60156

LIGHT Program – 10401 Vine St., Huntley, IL 60142

Contract #00000500
Fiscal Year: 2027

CONTRACT

easterseals
Serving Chicagoland and Greater Rockford

Illinois Autism Partnership

Make checks payable to Easterseals and mail to:
Easterseals
Attention Kim Nunez
1939 W. 13th St. Suite 300
Chicago, IL 60608

Jackelyn Allen	Sarah Smith	**HUNTLEY SCHOOL DISTRICT 158- FY27 JULY/AUGUST CLASSROOM SETUPS AND SMART START DAYS**
jacallen@district158.org	iap@eastersealschicago.org	Effective Date: This Agreement becomes effective upon full execution by both Parties.
Huntley Community School District 158 650 Academic Dr Algonquin, IL 60102	**Easterseals Metropolitan Chicago** 1939 W 13th St Chicago, Illinois 60608	Expiration Date: Aug 28, 2026

SECTION I. SERVICE SUMMARY AND PROGRAM DESCRIPTION

TYPE OF SERVICE	QUANTITY	UNIT PRICE	TOTAL PRICE
Classroom Set Up	13	$3,000.00	$39,000.00
Smart Start	12	$2,000.00	$24,000.00
Total Mileage Cost:			$1,925.00
		Grand Total:	**$64,925.00**

Description of Services for the 2026-2027 School Year:
Huntley School District 158

1. Program Descriptions

The following informational descriptions summarize the Illinois Autism Partnership's ("IAP") service offerings. These statements support program understanding but do not modify the legal obligations contained in Section II Agreement Terms.

A. Classroom Set Up Services – Program Overview

Illinois Autism Partnership empowers and supports local school districts and agencies in setting up the classroom environment to meet the ever-changing needs of their students.
Participants can expect:
-Collaborative, on-site work with district staff for up to six hours to set up the physical environment
-Creation of meaningful visual supports
-Instruction on the importance of a structured environment to promote independence and success at school

B. Smart Start Summer Prep Days – Program Overview

IAP's Smart Start provides hands-on, collaborative summer planning support to classroom teams prior to the start of the school year. These on-site sessions are designed to help educators build systems, schedules, and supports before students arrive so teams can focus on teaching – not troubleshooting.

Through proactive planning, classrooms begin the year organized, aligned, and prepared to support diverse learners from day one.

Participants can expect:
-Collaborative, side-by-side planning with IAP consultants
-Development of student and staff schedules, classroom routines, and structured systems
-Curriculum planning, differentiation, and preparation of instructional materials and visual supports
-Strategic planning for inclusion, collaboration, and anticipated classroom challenges
-Reduced early-year stress, protected instructional time, and a confident, prepared start to the school year

2. Location and Scheduling Information

Service: Classroom Set Up
Service location: Martin Elementary School; 9625 Haligus Rd, Lake in the Hills, IL 60156
Date: 7/6/26
Time: 8:30am - 3:00pm
Classrooms/programs involved: Stacey Thiesse; SNAP, 3rd, 4th, 9 students 2 adults
Number of Classrooms: 1
Symbol Set Preference: Boardmaker

Service: Classroom Set Up
Service location: Marlowe Middle School; 10920 Reed Rd, Lake in the Hills, IL 60156
Date: 7/27/26
Time: 8:30am - 3:00pm
Classrooms/programs involved: Michele Heaphy; SNAP classroom, grades 6-8, 4 students, 5 adults not including the teacher
Number of Classrooms: 1

Symbol Set Preference: Boardmaker

Service: Classroom Set Up
Service location: Huntley High School; 13719 Harmony Rd, Huntley, IL 60142
Date: 7/27/26 (WHALEN), 7/28/26 (SAYLOR)
Time: 8:30am - 3:00pm
Classrooms/programs involved: ROOM 1 - Alexa Saylor; SNAP Program and high school, 5 students, 6 adults; ROOM 2 - Kelly Whalen; Strategy Ed, 20 in program, 6-10 students in each class, 1 to 2 paras in the class depending if a student has a 1:1 para.
Number of Classrooms: 2
Symbol Set Preference: Boardmaker

Service: Classroom Set Up
Service location: Chesak Elementary School; 10910 Reed Rd., Lake in the Hills, IL 60156
Date: 7/27/26
Time: 8:30am - 3:00pm
Classrooms/programs involved: ROOM 1 - Rachel Lechuga; Instructional, Kindergarten, 7 students, 1 adult; ROOM 2 - Patricia Krebs; Instructional Special Ed 1st and 2nd grade; ROOM 3 - Jena Holzcamp; SNAP K-2; ROOM 4 - McKenzie Weinberg; Self Contained K-2, 5-6 students and 2-3 adults
Number of Classrooms: 4
Symbol Set Preference: Boardmaker

Service: Classroom Set Up
Service location: Leggee Elementary School; 13723 Harmony Rd, Huntley, IL 60142
Date: 7/29/26
Time: 8:30am - 3:00pm
Classrooms/programs involved: ROOM 1 - Sam Riesen; SNAP Program - working on projections currently for next year. Could have 6-7 students; ROOM 2 - Bri Baird; SNAP; ROOM 3 - Ashley Wadman; SNAP K-2; ROOM 4 - Travis Awrey; SNAP K-2
Number of Classrooms: 4
Symbol Set Preference: Boardmaker

Service: Classroom Set Up
Service location: Early Childhood Center; 10910 Reed Rd., Door #4, Lake in the Hills, IL 60156
Date: 7/30/26
Time: 8:30am - 3:00pm
Classrooms/programs involved: Kevin Ross; 5-8 students, 3 adults
Number of Classrooms: 1
Symbol Set Preference: Boardmaker

NOTE: Assigned Classroom Set Up dates may not be changed after contract is finalized.

Total classroom set ups: 13

Service: Classroom Smart Start

Service location: Mackeben Elementary School; Dr. John Burkey Dr formerly, 800 Academic Dr, Algonquin, IL 60102
Date: 7/15/26
Time: 8:30am - 3:00pm
Classroom Details: Lisa Pontious; Self-contained classroom, k-2, 8 students, 3 adults, focuses on academics and functional performance
Number of Classrooms: 1

Service: Classroom Smart Start
Service location: Mackeben Elementary School; Dr. John Burkey Dr formerly, 800 Academic Dr, Algonquin, IL 60102
Date: 7/7/26
Time: 8:30am - 3:00pm
Classroom Details: Aislyn Kozelka; Self contained behavioral , K-2 , 8-10 students 2-3 adults
Number of Classrooms: 1

Service: Classroom Smart Start
Service location: Martin Elementary School; 10920 Reed Rd, Lake in the Hills, IL 60156
Date: 7/7/26
Time: 8:30am - 3:00pm
Classroom Details: Stacey Thiesse; SNAP, 3rd, 4th, 9 students 2 adults
Number of Classrooms: 1

Service: Classroom Smart Start
Service location: Marlowe Middle School; 10920 Reed Rd, Lake in the Hills, IL 60156
Date: 7/28/26
Time: 8:30am - 3:00pm
Classroom Details: Michele Heaphy; SNAP classroom, grades 6-8, 4 students, 5 adults not including the teacher
Number of Classrooms: 1

Service: Classroom Smart Start
Service location: Conley Elementary School; Dr. John Burkey Dr formerly, 750 Academic Dr, Algonquin, IL 60102
Date: 7/16/26
Time: 8:30am - 3:00pm
Classroom Details: ROOM 1 - Samantha Green; SNAP Program 3rd - 5th, 1 3rd grader, 4 4th graders, 1 5th grader, 4 students with 1:1 paras, 1 program aide; ROOM 2 - Christina Naimoli Ginter; SES Program (self contained), grades 3-5, 7-8 students, 5 adults
Number of Classrooms: 2

Service: Classroom Smart Start
Service location: Huntley High School; 13719 Harmony Rd, Huntley, IL 60142
Date: 7/21/26
Time: 8:30am - 3:00pm

Classroom Details: ROOM 1 - Alexa Saylor; SNAP Program and high school, 5 students, 6 adults; ROOM 2 - Kelly Whalen; Strategy Ed, 20 in program, 6-10 students in each class, 1 to 2 paras in the class depending if a student has a 1:1 para.
Number of Classrooms: 2

Service: Classroom Smart Start
Service location: Chesak Elementary School; 10910 Reed Rd., Lake in the Hills, IL 60156
Date: 7/28/26
Time: 8:30am - 3:00pm
Classroom Details: ROOM 1 - Rachel Lechuga; Instructional, Kindergarten, 7 students, 1 adult; ROOM 2 - Patricia Krebs; Instructional Special Ed 1st and 2nd grade; ROOM 3 - Jena Holzcamp; SNAP K-2; ROOM 4 - McKenzie Weinberg; Self Contained K-2, 5-6 students and 2-3 adults
Number of Classrooms: 4

NOTE: Assigned Smart Start dates may not be changed after contract is finalized.

Total Smart Start Days: 12

3. Required District Contact Information

Service location: See below
Primary onsite contact: See below
HHS: Dr. Marcus Belin, mbelin@district158.org, 847-659-6600
Marlowe: Jillian Pearce, jpearce@district158.org, 847-659-4700
Martin: Michele Happold, mhappold@district158.org, 847-659-5300
ECC: Sheryl Pauwels, spauwels@district158.org, 847-659-5400
Chesak: Roshaunda Henson, rhenson@district158.org, 847-659-5700
Leggee: Scott Iddings, siddings@district158.org, 847-659-6200
Conley: Katie Surjan, ksurjan@district158.org, 847-659-3700
Mackeben: Marcie Marzullo, mmarzullo@district158.org, 847-659-3400

Billing Contact: Jackelyn Allen
Email: jacallen@district158.org
Phone: 847-659-6133

4. Incorporation

Section I Service Summary and Program Description forms a material part of this Agreement and is expressly incorporated into Section II Agreement Terms. The type(s) of service(s) listed, pricing, and descriptions in Section I define the "Engaged Services" subject to the terms and conditions of this Agreement.

SECTION II. AGREEMENT TERMS

1. Agreement; Entire Agreement

This Services Agreement ("Agreement") is entered into by and between Easterseals of Chicagoland and Greater Rockford (ECR) d/b/a Easterseals, an Illinois not for profit corporation ("Easterseals"), through its Illinois Autism Partnership ("IAP"), and the school district identified in Section I ("Client" or "District").

Section I, together with these Agreement Terms and any attachments referenced herein, collectively, constitute the entire agreement between the Parties. The services, pricing, and descriptions set forth in Section I define the "Engaged Services" subject to the terms of this Agreement. Each Party acknowledges that it is not relying upon any statement, representation, promise, warranty, or understanding of any kind made by the other Party, whether oral or written, except as expressly set forth in this Agreement. This Agreement supersedes all prior or contemporaneous proposals, negotiations, communications, and understandings related to the subject matter hereof.

No amendment or modification of this Agreement shall be effective unless made in writing and signed by both Parties. No waiver of any provisions shall be valid unless in writing and signed by the waiving party.

2. Definitions

For purposes of this Agreement:

2.1 **"Coaching Services"** means the instructional coaching, observation, modeling, consultation, and related educator-support activities described in this Agreement and selected in Section I. Coaching Services are provided exclusively to Client staff and are not provided directly to students.

2.2 **"Professional Development Services"** or **"PD Services"** means the training sessions, workshops, presentations, and multi-day training series described in this Agreement and selected in Section I.

2.3 **"Engaged Services"** means the specific services selected by Client in Section I.

2.4 **"Coaching Day"** means a full-day or partial-day coaching session delivered onsite or virtually.

2.5 **"PD Session"** means any partial-day, full-day, or multi-day PD service described in Section I.

2.6 **"Media"** means photographs, videos, or audio recordings captured by Easterseals personnel while delivering services.

3. Term; Effective Date; Execution Delay

3.1 **Effective Date.** This Agreement becomes effective upon full execution by both Parties.

3.2 **Term.** The Agreement remains in effect through June 30 of the applicable fiscal year identified in Section I unless earlier terminated under Section 8.

3.3 **No Reservation of Dates without Execution.** Easterseals is not required to reserve dates until this Agreement is fully executed.

3.4 **Execution After 30 Days.** If Client executes this Agreement more than thirty (30) days after issuance, and originally discussed dates have become unavailable, Easterseals will use reasonable efforts to identify alternative dates, subject to staff availability; however, availability of comparable dates cannot be assured.

4. Fees; Invoicing; Appropriation of Funds

4.1 **Fees.** Client shall pay the fees identified in Section I for the Engaged Services.

4.2 **Invoicing.** Easterseals will invoice monthly in arrears for all amounts due under this Agreement, including fees for Engaged Services delivered during the prior month and any applicable cancellation or liquidated damages charges incurred during that period. Client shall remit payment in full within thirty (30) days of the invoice date. All travel-related expenses shall be invoiced with the final invoice issued upon completion of all services.

4.3 **Travel and Additional Costs.** Client shall reimburse reasonable travel, mileage, lodging, materials, printing, or other costs identified in Section I or reasonably incurred in service delivery.

4.4 **Appropriation of Funds.** Client represents that funds for all services scheduled within the current fiscal year have been properly appropriated. Lack of anticipated funding (including grants) does not excuse payment for services delivered or cancellation fees associated with services scheduled during an appropriated fiscal year. Obligations for subsequent fiscal years are contingent upon Client's appropriation of funds for those years.

5. General Terms Applicable to All Services

5.1 **Staffing; Substitution; Shadowing.** Easterseals retains discretion to assign qualified personnel and may substitute staff as needed due to availability, illness, leave, turnover, or operational needs. Supervisors, trainees, or new employees may observe ("shadow") service delivery under appropriate supervision.

5.2 **Background Checks and District Requirements.** All Easterseals staff assigned to provide services maintain the following on file:

- FBI and State criminal background checks through an approved vendor;
- drug screening, TB test, and physical evaluation;
- verification of education, employment history, and professional references; and
- compliance with applicable provisions of Faith's Law.

Verification of these items is available upon request. If Client requires additional background checks, fingerprinting, or onboarding beyond those listed above, such procedures will be completed only on scheduled service days. Easterseals personnel are not required to complete district onboarding on non-service days.

5.3 **Media; Student Privacy.** From time to time, Easterseals personnel may take photographs or video recordings of classroom activities or supports (including schedules, visuals, or similar materials) in connection with the delivery or improvement of the Engaged Services. Easterseals will do so only with the knowledge of appropriate classroom staff and in a manner consistent with Client's applicable policies, and district or classroom staff may request at any time that photographs or videos not be taken. Client is responsible for obtaining any parental or student consents required under applicable law, including FERPA and the Illinois School Student Records Act. Easterseals will not intentionally disclose student personally identifiable information and, upon request, will reasonably de-identify any student images used outside Client's facilities, which may include blurring or obscuring identifying features as appropriate. No student names or other identifying information will be disclosed in connection with such media. Photographs or recordings may be used for internal coaching, staff training, or program-improvement purposes, and may be used in external communications or marketing material only if consistent with Client policy and applicable consent requirements. Easterseals personnel may use technology-based tools such as tablets or phones during service delivery for purposes such as note-taking, accessing visuals, or sharing resources, consistent with Client policies.

5.4 **Work Product and Intellectual Property.** All materials, tools, and other work product created by Easterseals ("Work Product") remains its exclusive property. Easterseals hereby grants to Client a non-exclusive, non-transferable, non-sublicensable license for internal use at locations receiving services.

5.5 **Confidentiality; Student Records; FOIA.** Each Party will comply with FERPA and all applicable student-records laws. Nothing in this Agreement restricts Client's obligations under FOIA.

5.6 **Indemnification.** Each Party shall be responsible for, and shall indemnify the other Party against, third-party claims only to the extent such claims arise from that Party's own negligence or willful acts or omissions in connection with its performance and obligations under this Agreement. No Party shall indemnify the

other for the other Party's negligence or for losses not caused by its own conduct.

5.7 **Limitation of Liability.** Except for (a) indemnity obligations, (b) confidentiality breaches, or (c) personal injury or property damage caused by negligence, neither Party shall be liable for consequential, special, or punitive damages, and each Party's total liability is capped at the total fees paid or payable under this Agreement.

5.8 **Nonprofit Status Protection.** Nothing in this Agreement shall require Easterseals to undertake activities that jeopardize its charitable mission or 501(c)(3) tax-exempt status. Fees represent fair market value for services rendered.

5.9 **Nondiscrimination.** Each Party shall comply with applicable federal, state, and local nondiscrimination laws.

5.10 **Insurance.** Each Party shall maintain insurance appropriate to its operations, including workers' compensation and general liability coverage. Easterseals shall maintain professional liability insurance.

5.11 **Cooperation.** The Parties shall cooperate in good faith to facilitate the timely scheduling and delivery of the Engaged Services. Client shall provide, in a timely manner, all information, availability, and points of contact reasonably necessary for Easterseals to schedule and perform the services. Client shall ensure that Easterseals has timely and uninterrupted access to the facilities, staff, classrooms, students (as applicable), and other resources reasonably required for Easterseals to perform the Engaged Services. If Easterseals is unable to perform services on a scheduled date due to Client's failure to provide timely scheduling information or access, the missed date shall be treated as a cancellation by Client, and the applicable cancellation provisions in Sections 6 or 7 shall apply.

5.12 **Additional Requests; Out-of-Scope Work.** Any request by Client for services outside of the Engaged Services described in Section I shall be subject to Easterseals' review and approval in its sole discretion. Easterseals may, but is not obligated to, perform additional services requested by Client. If Easterseals performs any such additional services, Client shall reimburse Easterseals for all associated fees, expenses, and costs at Easterseals' then-current rates, unless otherwise agreed in writing.

5.13 **Easterseals' Obligations.** Easterseals will provide the Engaged Services using qualified personnel and will perform such services in a professional and competent manner consistent with its organizational practices and applicable laws.

5.14 **Client Obligations.** Client shall:

(a) provide timely scheduling information, points of contact, and other

information reasonably required for Easterseals to perform the Engaged Services;

(b) ensure Easterseals has timely access to required facilities, staff, students (as applicable), and resources on scheduled service dates;

(c) ensure appropriate staff are present and available to participate in services as applicable;

(d) comply with all applicable laws regarding student privacy, notices, and consents; and

(e) pay all fees, reimbursable expenses, and applicable cancellation or liquidated damages in accordance with Section 4.

Client's failure to meet these obligations may limit Easterseals' ability to reschedule services and may result in application of the cancellation provisions in Sections 6 and 7.

5.15 **Administrative Support.** The Engaged Services focus on direct service delivery within schools. Routine coordination necessary to schedule and deliver the Engaged Services is included in the Agreement. Requests for administrative or planning meetings beyond routine coordination (including without limitation repeated leadership meetings, staff briefings, or program-planning sessions) may be considered out-of-scope and are subject to Easterseals' review and approval. If Easterseals participates in such additional meetings, Client shall reimburse Easterseals for the associated time and costs at Easterseals' then-current rates, unless otherwise agreed in writing.

6. Terms Applicable Only to Coaching Services

(Applicable only if Coaching Services are listed in Section I)

6.1 **Coaching Scope.** Coaching Services support educators through modeling, observation, consultation, and evidence-based recommendations. Easterseals personnel do not provide direct support to students and will be present around students only when a teacher or certified district employee is present.

6.2 **Scheduling.** Coaching Days are mutually scheduled in writing.

6.3 **Weather-Related or Health-Related Closures.** In the event of a classroom, building, or district closure due to weather or public-health conditions, any scheduled Coaching Day will be delivered in an alternate format when feasible. At the start of each school year, Easterseals will provide Client with a menu of alternate coaching formats. If Client provides virtual learning during closures, Coaching Days will be delivered virtually when practicable. Alternative in-person dates will be offered only if Client does not provide virtual learning. If neither

virtual delivery nor rescheduling is feasible, Section 6.4 (including 6.4(b) and 6.4(c)) will apply.

6.4 **Cancellation and Liquidated Damages.** The below charges constitute liquidated damages, representing a reasonable estimate of Easterseals' preparation, staffing, and lost-opportunity costs.

(a) **Fourteen (14) days or more prior to the scheduled Coaching Day:** no fee is due, except that Client shall reimburse any non-refundable travel expenses incurred by Easterseals.
(b) **Fewer than fourteen (14) days prior to the scheduled Coaching Day:** Client shall pay one hundred percent (100%) of the applicable Coaching Day fee, plus any non-refundable travel expenses. The canceled Coaching Day will be deemed delivered.
(c) **No- show or lack of access:** Treated as less than fourteen (14) days' notice and section 6.4(b) applies.
(d) **Emergency closures (e.g., weather, health, or districtwide safety emergencies):** If virtual delivery or rescheduling is not feasible, Easterseals may invoice fifty percent (50%) of the per-day fee + non-refundable travel.

7. Terms Applicable Only to Professional Development Services

(Applicable only if PD Services are listed in Section I)

7.1 **PD Cancellation and Liquidated Damages.** The below charges constitute liquidated damages, representing a reasonable estimate of Easterseals' preparation, staffing, and lost-opportunity costs.

(a) **Ninety (90) days' notice:** Client reimburses non-refundable costs only.

(b) **Thirty-One (31) to Eighty-Nine (89) days' notice:** Client pays fifty percent (50%) of the PD fee + non-refundable costs.

(c) **Thirty (30) days or less notice:** Client pays one hundred percent (100%) of the PD fee + non-refundable costs.

7.2 **Emergency Closures (e.g., weather, health, or districtwide safety emergencies).** Parties will attempt virtual delivery. If not feasible, Easterseals may invoice up to fifty percent (50%) of the PD fee plus documented preparation costs.

7.3 **Materials and Preparation Costs.** Client shall reimburse Easterseals for reasonable printing, preparation, or materials costs incurred before cancellation.

7.4 **Trainer Substitution.** Easterseals may substitute qualified trainers as needed.

8. Termination

8.1 **For Cause.** Either Party may terminate this Agreement upon thirty (30) days' written notice if the other Party fails to cure a material breach after written notice thereof.

8.2 **For Convenience.** Either Party may terminate this Agreement upon sixty (60) days' written notice. Client remains responsible for services delivered before the effective termination date and applicable cancellation fees for Coaching Days or PD Sessions scheduled within the notice period.

9. Notices

All notices required under this Agreement shall be in writing and delivered to the contacts listed in Section I. Notices may be delivered (a) personally, (b) by certified U.S. mail (return receipt requested), (c) by nationally recognized overnight courier, or (d) by email, provided that the notice is sent to the Parties' designated email addresses listed in Section I. Email notice shall be deemed delivered on the date transmitted, so long as no bounce-back or error message is received. If an email notice results in a bounce-back or error message, the sending Party shall provide notice by one of the other methods listed above.

10. Governing Law; Venue

This Agreement is governed by the laws of the State of Illinois. Venue lies exclusively in the Circuit Court of Cook County unless otherwise required by applicable law.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the dates set forth below.

Representative of Huntley Community School District 158

Representative of Easterseals Illinois Autism Partnership

Representative of Easterseals Serving Chicagoland and Greater Rockford

Contract #00000501
Fiscal Year: 2027

CONTRACT

easterseals
Serving Chicagoland and Greater Rockford

Illinois Autism Partnership

Make checks payable to Easterseals and mail to:
Easterseals
Attention Kim Nunez
1939 W. 13th St. Suite 300
Chicago, IL 60608

Jackelyn Allen
jacallen@district158.org

Huntley Community School District 158
650 Academic Dr
Algonquin, IL 60102

Sarah Smith
iap@eastersealschicago.org

Easterseals Metropolitan Chicago
1939 W 13th St
Chicago, Illinois 60608

HUNTLEY SCHOOL DISTRICT 158 - FY27 2026-2027 COACHING
Effective Date:
This Agreement becomes effective upon full execution by both Parties.

Expiration Date: Jun 30, 2027

SECTION I. SERVICE SUMMARY AND PROGRAM DESCRIPTION

TYPE OF SERVICE	QUANTITY	UNIT PRICE	TOTAL PRICE
Coaching-Full Day (6 Hours)	54	$1,800.00	$97,200.00
Total Mileage Cost:			$4,158.00
		Grand Total:	**$101,358.00**

Description of Services for the 2026-2027 School Year:
Huntley School District 158

1. Program Description -
The following informational description summarizes the Illinois Autism Partnership's ("IAP") service offering. This statement supports program understanding but does not modify the legal obligations contained in Section II Agreement Terms.

Coaching Services – Program Overview

IAP's Coaching Services provide hands-on, collaborative support to educators, administrators, and school teams in implementing evidence-based practices for students with autism and related disabilities.

Participants can expect:
-A non-evaluative, non-judgmental coaching partnership
-Access to interdisciplinary team of experts
-Customized strategies, tools, and materials to promote student success and independence
-Classroom-based modeling and consultations
-A responsive, collaborative approach informed by student and staff needs

2. Location and Scheduling Information -
Service: Full Day Coaching
Service frequency: approximately 6 visits per month per coaching calendar
Service Locations:
Site 1: Huntley High School: 13719 Harmony Rd, Huntley, IL, 60142
Site 2: Martin Elementary School: 10920 Reed Rd, Lake in the Hills, IL, 60156
Site 3A: Early Childhood Center: 10910 Reed Rd, Door #4, Lake in the Hills, IL, 60156
Site 3B: Chesak Elementary School: 10910 Reed Rd, Lake in the Hills, IL, 60156
Site 4: Leggee Elementary School: 13723 Harmony Rd, Huntley, IL, 60142
Site 5: LIGHT Program: 10401 Vine St, Huntley, IL, 60142
Site 6A: Marlowe Middle School: 9625 Haligus Rd, Lake in the Hills, IL, 60156
Site 6B: TBD based on district needs (may not exceed 2 additional classrooms)

School Hours: See below:
HHS: 7:30-2:26 (Wed. LS 8:00-2:26)
Marlowe: 7:30-2:25
Martin: 8:00-2:55
ECC: AM 7:45-10:15, PM 11:00-1:30
Chesak: 8:30-3:25
Leggee: 8:30-3:25
LIGHT: 8:00-2:00
Conley: 8:30-3:25
Mackeben: 8:30-3:25

Classrooms/Programs Involved:
Coaches will work with the district to identify the classrooms receiving coaching. This may be done either by:
1. The district providing a list of classrooms by July 1, 2026; or
2. Coaches reaching out directly to each principal to gather the necessary information.

NOTE: Total number of classrooms in a day may not exceed 6.

Total coaching days: 54 to be completed by May 30, 2027

3. Required District Contact Information -
Service location: See below

Primary onsite contact: See below
HHS: Dr. Marcus Belin, mbelin@district158.org, 847-659-6600
Marlowe: Jillian Pearce, jpearce@district158.org, 847-659-4700
Martin: Michele Happold, mhappold@district158.org, 847-659-5300
ECC: Sheryl Pauwels, spauwels@district158.org, 847-659-5400
Chesak: Roshaunda Henson, rhenson@district158.org, 847-659-5700
Leggee: Scott Iddings, siddings@district158.org, 847-659-6200
LIGHT: Keith Panke, kpanke@district158.org, 847-659-6137
Conley: Katie Surjan, ksurjan@district158.org, 847-659-3700
Mackeben: Marcie Marzullo, mmarzullo@district158.org, 847-659-3400

Billing Contact: Jackelyn Allen
Email: jacallen@district158.org
Phone: 847-659-6133

4. Incorporation -
Section I Service Summary and Program Description forms a material part of this Agreement and is expressly incorporated into Section II Agreement Terms. The type(s) of service(s) listed, pricing, and descriptions in Section I define the "Engaged Services" subject to the terms and conditions of this Agreement.

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1. Agreement; Entire Agreement

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2. Definitions

For purposes of this Agreement:

2.1 **"Coaching Services"** means the instructional coaching, observation, modeling, consultation, and related educator-support activities described in this Agreement and selected in Section I. Coaching Services are provided exclusively to Client staff and are not provided directly to students.

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2.4 **"Coaching Day"** means a full-day or partial-day coaching session delivered onsite or virtually.

2.5 **"PD Session"** means any partial-day, full-day, or multi-day PD service described in Section I.

2.6 **"Media"** means photographs, videos, or audio recordings captured by Easterseals personnel while delivering services.

3. Term; Effective Date; Execution Delay

3.1 **Effective Date.** This Agreement becomes effective upon full execution by both Parties.

3.2 **Term.** The Agreement remains in effect through June 30 of the applicable fiscal year identified in Section I unless earlier terminated under Section 8.

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4. Fees; Invoicing; Appropriation of Funds

4.1 **Fees.** Client shall pay the fees identified in Section I for the Engaged Services.

4.2 **Invoicing.** Easterseals will invoice monthly in arrears for all amounts due under this Agreement, including fees for Engaged Services delivered during the prior month and any applicable cancellation or liquidated damages charges incurred during that period. Client shall remit payment in full within thirty (30) days of the invoice date. All travel-related expenses shall be invoiced with the final invoice issued upon completion of all services.

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5.1 **Staffing; Substitution; Shadowing.** Easterseals retains discretion to assign qualified personnel and may substitute staff as needed due to availability, illness, leave, turnover, or operational needs. Supervisors, trainees, or new employees may observe ("shadow") service delivery under appropriate supervision.

5.2 **Background Checks and District Requirements.** All Easterseals staff assigned to provide services maintain the following on file:

- FBI and State criminal background checks through an approved vendor;
- drug screening, TB test, and physical evaluation;
- verification of education, employment history, and professional references; and
- compliance with applicable provisions of Faith's Law.

Verification of these items is available upon request. If Client requires additional background checks, fingerprinting, or onboarding beyond those listed above, such procedures will be completed only on scheduled service days. Easterseals personnel are not required to complete district onboarding on non-service days.

5.3 **Media; Student Privacy.** From time to time, Easterseals personnel may take photographs or video recordings of classroom activities or supports (including schedules, visuals, or similar materials) in connection with the delivery or improvement of the Engaged Services. Easterseals will do so only with the knowledge of appropriate classroom staff and in a manner consistent with Client's applicable policies, and district or classroom staff may request at any time that photographs or videos not be taken. Client is responsible for obtaining any parental or student consents required under applicable law, including FERPA and the Illinois School Student Records Act. Easterseals will not intentionally disclose student personally identifiable information and, upon request, will reasonably de-identify any student images used outside Client's facilities, which may include blurring or obscuring identifying features as appropriate. No student names or other identifying information will be disclosed in connection with such media. Photographs or recordings may be used for internal coaching, staff training, or program-improvement purposes, and may be used in external communications or marketing material only if consistent with Client policy and applicable consent requirements. Easterseals personnel may use technology-based tools such as tablets or phones during service delivery for purposes such as note-taking, accessing visuals, or sharing resources, consistent with Client policies.

5.4 **Work Product and Intellectual Property.** All materials, tools, and other work product created by Easterseals ("Work Product") remains its exclusive property. Easterseals hereby grants to Client a non-exclusive, non-transferable, non-sublicensable license for internal use at locations receiving services.

5.5 **Confidentiality; Student Records; FOIA.** Each Party will comply with FERPA and all applicable student-records laws. Nothing in this Agreement restricts Client's obligations under FOIA.

5.6 **Indemnification.** Each Party shall be responsible for, and shall indemnify the other Party against, third-party claims only to the extent such claims arise from that Party's own negligence or willful acts or omissions in connection with its performance and obligations under this Agreement. No Party shall indemnify the

other for the other Party's negligence or for losses not caused by its own conduct.

5.7 **Limitation of Liability.** Except for (a) indemnity obligations, (b) confidentiality breaches, or (c) personal injury or property damage caused by negligence, neither Party shall be liable for consequential, special, or punitive damages, and each Party's total liability is capped at the total fees paid or payable under this Agreement.

5.8 **Nonprofit Status Protection.** Nothing in this Agreement shall require Easterseals to undertake activities that jeopardize its charitable mission or 501(c)(3) tax-exempt status. Fees represent fair market value for services rendered.

5.9 **Nondiscrimination.** Each Party shall comply with applicable federal, state, and local nondiscrimination laws.

5.10 **Insurance.** Each Party shall maintain insurance appropriate to its operations, including workers' compensation and general liability coverage. Easterseals shall maintain professional liability insurance.

5.11 **Cooperation.** The Parties shall cooperate in good faith to facilitate the timely scheduling and delivery of the Engaged Services. Client shall provide, in a timely manner, all information, availability, and points of contact reasonably necessary for Easterseals to schedule and perform the services. Client shall ensure that Easterseals has timely and uninterrupted access to the facilities, staff, classrooms, students (as applicable), and other resources reasonably required for Easterseals to perform the Engaged Services. If Easterseals is unable to perform services on a scheduled date due to Client's failure to provide timely scheduling information or access, the missed date shall be treated as a cancellation by Client, and the applicable cancellation provisions in Sections 6 or 7 shall apply.

5.12 **Additional Requests; Out-of-Scope Work.** Any request by Client for services outside of the Engaged Services described in Section I shall be subject to Easterseals' review and approval in its sole discretion. Easterseals may, but is not obligated to, perform additional services requested by Client. If Easterseals performs any such additional services, Client shall reimburse Easterseals for all associated fees, expenses, and costs at Easterseals' then-current rates, unless otherwise agreed in writing.

5.13 **Easterseals' Obligations.** Easterseals will provide the Engaged Services using qualified personnel and will perform such services in a professional and competent manner consistent with its organizational practices and applicable laws.

5.14 **Client Obligations.** Client shall:

(a) provide timely scheduling information, points of contact, and other

information reasonably required for Easterseals to perform the Engaged Services;

(b) ensure Easterseals has timely access to required facilities, staff, students (as applicable), and resources on scheduled service dates;

(c) ensure appropriate staff are present and available to participate in services as applicable;

(d) comply with all applicable laws regarding student privacy, notices, and consents; and

(e) pay all fees, reimbursable expenses, and applicable cancellation or liquidated damages in accordance with Section 4.

Client's failure to meet these obligations may limit Easterseals' ability to reschedule services and may result in application of the cancellation provisions in Sections 6 and 7.

5.15 **Administrative Support.** The Engaged Services focus on direct service delivery within schools. Routine coordination necessary to schedule and deliver the Engaged Services is included in the Agreement. Requests for administrative or planning meetings beyond routine coordination (including without limitation repeated leadership meetings, staff briefings, or program-planning sessions) may be considered out-of-scope and are subject to Easterseals' review and approval. If Easterseals participates in such additional meetings, Client shall reimburse Easterseals for the associated time and costs at Easterseals' then-current rates, unless otherwise agreed in writing.

6. Terms Applicable Only to Coaching Services

(Applicable only if Coaching Services are listed in Section I)

6.1 **Coaching Scope.** Coaching Services support educators through modeling, observation, consultation, and evidence-based recommendations. Easterseals personnel do not provide direct support to students and will be present around students only when a teacher or certified district employee is present.

6.2 **Scheduling.** Coaching Days are mutually scheduled in writing.

6.3 **Weather-Related or Health-Related Closures.** In the event of a classroom, building, or district closure due to weather or public-health conditions, any scheduled Coaching Day will be delivered in an alternate format when feasible. At the start of each school year, Easterseals will provide Client with a menu of alternate coaching formats. If Client provides virtual learning during closures, Coaching Days will be delivered virtually when practicable. Alternative in-person dates will be offered only if Client does not provide virtual learning. If neither

virtual delivery nor rescheduling is feasible, Section 6.4 (including 6.4(b) and 6.4(c)) will apply.

6.4 **Cancellation and Liquidated Damages.** The below charges constitute liquidated damages, representing a reasonable estimate of Easterseals' preparation, staffing, and lost-opportunity costs.

(a) **Fourteen (14) days or more prior to the scheduled Coaching Day:** no fee is due, except that Client shall reimburse any non-refundable travel expenses incurred by Easterseals.
(b) **Fewer than fourteen (14) days prior to the scheduled Coaching Day:** Client shall pay one hundred percent (100%) of the applicable Coaching Day fee, plus any non-refundable travel expenses. The canceled Coaching Day will be deemed delivered.
(c) **No- show or lack of access:** Treated as less than fourteen (14) days' notice and section 6.4(b) applies.
(d) **Emergency closures (e.g., weather, health, or districtwide safety emergencies):** If virtual delivery or rescheduling is not feasible, Easterseals may invoice fifty percent (50%) of the per-day fee + non-refundable travel.

7. Terms Applicable Only to Professional Development Services

(Applicable only if PD Services are listed in Section I)

7.1 **PD Cancellation and Liquidated Damages.** The below charges constitute liquidated damages, representing a reasonable estimate of Easterseals' preparation, staffing, and lost-opportunity costs.

(a) **Ninety (90) days' notice:** Client reimburses non-refundable costs only.

(b) **Thirty-One (31) to Eighty-Nine (89) days' notice:** Client pays fifty percent (50%) of the PD fee + non-refundable costs.

(c) **Thirty (30) days or less notice:** Client pays one hundred percent (100%) of the PD fee + non-refundable costs.

7.2 **Emergency Closures (e.g., weather, health, or districtwide safety emergencies).** Parties will attempt virtual delivery. If not feasible, Easterseals may invoice up to fifty percent (50%) of the PD fee plus documented preparation costs.

7.3 **Materials and Preparation Costs.** Client shall reimburse Easterseals for reasonable printing, preparation, or materials costs incurred before cancellation.

7.4 **Trainer Substitution.** Easterseals may substitute qualified trainers as needed.

8. Termination

8.1 **For Cause.** Either Party may terminate this Agreement upon thirty (30) days' written notice if the other Party fails to cure a material breach after written notice thereof.

8.2 **For Convenience.** Either Party may terminate this Agreement upon sixty (60) days' written notice. Client remains responsible for services delivered before the effective termination date and applicable cancellation fees for Coaching Days or PD Sessions scheduled within the notice period.

9. Notices

All notices required under this Agreement shall be in writing and delivered to the contacts listed in Section I. Notices may be delivered (a) personally, (b) by certified U.S. mail (return receipt requested), (c) by nationally recognized overnight courier, or (d) by email, provided that the notice is sent to the Parties' designated email addresses listed in Section I. Email notice shall be deemed delivered on the date transmitted, so long as no bounce-back or error message is received. If an email notice results in a bounce-back or error message, the sending Party shall provide notice by one of the other methods listed above.

10. Governing Law; Venue

This Agreement is governed by the laws of the State of Illinois. Venue lies exclusively in the Circuit Court of Cook County unless otherwise required by applicable law.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the dates set forth below.

Representative of Huntley Community School District 158

Representative of Easterseals Illinois Autism Partnership

Representative of Easterseals Serving Chicagoland and Greater Rockford

HATCHING RESULTS

COST QUOTE

Attn: Allie Krikorian
2907 Shelter Island Drive #150-287
San Diego, CA 92106
Office: (707) 497-4395
Fax: (888) 317-7602
EIN: 39-2061303

Quote Date: Monday, April 6, 2026
Quote Number: 1487-04/06/2026
For: *Professional Development Services*

For:
Attn: Lindsay Spears
Huntley Community SD 158
Algonquin Illinois 60102
630-854-0774
lspears@district158.org

SY 26-27 Services	AMOUNT
2 Days of In-Person Professional Learning Designed for school counselors, administrators, district leaders, and other critical partners. Includes 1 Professional Learning Specialist and: ➜ Pre-training consultations ➜ "Toolkit" slide presentations ➜ Extension/practice activities ➜ Session evaluations ➜ Follow-up reports ➜ Travel expenses	$45,820
4 days of Virtual Professional Learning (up to 4 hours each) Designed for school counselors, administrators, district leaders, and other critical partners. Includes 1 Professional Learning Specialist and: ➜ Pre-training consultations ➜ "Toolkit" slide presentations ➜ Extension/practice activities ➜ Session evaluations ➜ Follow-up reports	
Implementation Fidelity Inventory (IFI)© The IFI is a diagnostic tool (~60-minute survey) that assesses the implementation of comprehensive, data-driven school counseling programs, providing baseline metrics, actionable insights, and reports to guide professional learning and continuous improvement. See Overview.	
School Counseling Perceptions Survey© This survey measures perspectives about the school counseling program and opportunities for improvement. Administered at the beginning and end of the partnership, it provides baseline and growth data, shared through an interactive dashboard and a 60-minute consultation with your lead professional learning specialist. See Overview.	
6 hours of Virtual Consultation and/or Artifact Review Consultative support is designed for district leaders, offering thought partnership, strategic planning, and collaborative problem-solving around key levers to strengthen comprehensive school counseling programs. Learn more. Artifact review includes verbal feedback and recommendations (e.g., school counselor job description, performance evaluation, program handbook, website). Inclusive of preparation and follow-up.	
School Counseling Program Handbook© This template defines how school counseling services are managed, delivered, and assessed across a district and promotes consistency, accountability, and equitable student outcomes while allowing for district customization. Includes guidance for co-constructed development, rollout, and long-term sustainability planning (see sample table of contents).	
40 copies of the appropriate Tier 1 textbook for participants and key staff. Elementary Tier 1 or Secondary Tier 1	
***Early Commitment Discount** Receive a discount if the contract is signed before June 30, 2026.	-$4,582
Total	**$41,238***

Contract Agreement

Between:
SLD Support Project
Christie Johnson
5837 Park Drive
Charleston, IL 61920
314-973-7076
cjohnson@sldsupports.org

And:
North Cook ISC
Jackie Allen
jacallen@district158.org

Contract Date: 3/20/26

1. Purpose of Agreement:
This agreement outlines the terms and conditions for the participation of North Cook ISC in the Language Essentials for Teachers of Reading and Spelling (LETRS) workshops facilitated by the Specific Learning Disability Support Project.

2. Workshop Schedule:
Online module training will commence on August 4, 2026 and conclude with the final workshop occurring no later than May 21, 2027. The SLD Support Project will assign regional specialists to each cohort, who will collaborate with administration to schedule workshop dates. Workshops may be conducted either virtually or in-person.

3. Responsibilities of the SLD Support Project:
- Provide qualified facilitators to conduct four Volume 1 LETRS unit workshops at no cost.
- Collaborate with the ROE/school district administration to coordinate workshop schedules.
- Support the professional development of educators through effective delivery of workshop content.
- Provide Google Meet link for virtual workshops

4. Responsibilities of the ROE/School District:

- Purchase participant bundles from LEXIA
- Ensure the availability of meeting room space for workshop sessions, if in-person workshops are requested.
- Provide copies of participant handouts for each in-person workshop.
- Facilitate communication between the IL SLD Support Project and participating educators.
- Communicate time commitment expectations with participants
- Ensure that participating teachers attend scheduled workshop sessions.
- Abide by the terms and conditions outlined in this agreement.

5. Make-Up Sessions:

Participating educators are expected to attend all scheduled sessions as outlined in the workshop calendar. In an emergency situation, the SLD facilitators can work individually with participants to schedule an opportunity to participate in a virtual workshop on a different date. Participants should be aware that they must attend all 4 sessions to qualify to become a local facilitator.

9. Signatures:

This agreement is entered into by the undersigned parties as of the date first written above.

[Name of SLD Support Project Representative] Date

[Name of School District Representative] Date

SPECIFIC LEARNING DISABILITY SUPPORT PROJECT
5837 Park Drive, Charleston, IL 61920 | (844) 999-9008 | www.sldsupports.org

Date 2/23/26
Participants Christie Johnson/Jackie Allen/ Director Special Services ROE 44

Agenda

- Contract
- Number of participants: Estimate:
  - Participant Bundles- $399/participant
  - **Kathleen Tirakian**, Kathleen.Tirakian@lexialearning.com
  - Participant list due to LETRS by **July 10, 2026**
    - Add SLDSP facilitator to roster as course manager
- Face to face or virtual?
  - 20 participants required for in-person
  - If F2F, what is the location: **Huntly Dist. 158**
  - **8:30-3:30**
- Overview of the commitment: LETRS Outcome
  - Make ups-see contract
  - Unit completion is recommended
- PDHs- **District**
- Expectations of participants from an administrative perspective: Compete for mastery? Bridge to Practice?
- Welcome email, Meet and Greet- **DATE TBD**
- Schedule Workshops: **DATES TBD**
- Welcome Email - following the participant list, as well as August 4th

Supporting Documents:

- Canva: Visual Suite for Everyone Flyer to explain LETRS to possible participants
- ACE College Credit - Participants can earn college credit for LETRS. We DO NOT have to track anything. Participants submit their online "transcripts" from the LETRS modules. 3 hours per 2 units, 12 hours total for Volumes 1 & 2.

- CLP and LETRS Alignment
- Estimated Time to Complete Units
- LETRS Online Activation Steps

Follow-up:

Person Responsible	Action Step
HOST	Complete & Return Contract Email **Kathleen Tirakian,** Kathleen.Tirakian@lexialearning.com to purchase Bundles & be assigned to your Illinois Lexia support partner. Manuals will be delivered from LETRS. Plan to distribute textbooks prior to Aug. 3 Upload & Submit Participant list to LETRS by Jul 10, 2026 Provide completed list to Christie Johnson @ cjohnson@sldsupports.org
SLDSP	SLDSP LETRS Facilitator will reach out to introduce themself and set up a meet & greet if requested. Provide participant communication regarding dates & course obligations once the participants list is final.

CommonLit Quote for Huntley Community School District 158

Attention:

Melinda Chamberlain, English Department Chair
mchamberlain@district158.org

Prepared by:

Veronica Diamond,
District Success Account Specialist
veronica.diamond@commonlit.org

Quote Details	
Quote Number	GXAH6-ZD3WD-UWSWY-UNRHV
Date Issued	2025-10-24
Valid Through	**June 30, 2026**
Total Due	$37,800.00
Payment Terms: Net 30 from invoice date	

School Essentials PRO Plus

Product	Price	Number of Years	Number of Schools	Total
School Essentials PRO Plus Enables schools to implement CommonLit 360 with • Professional Learning • Assessments & Data • Premium Support & Integrations	$6,300.00 ~~$6,850.00~~	3	2	$37,800.00

Section total	$37,800.00
Total	**$37,800.00**
You'll save	**$3,300.00**

Contract Terms			
Contract Start Date	July 1, 2026	Contract End Date	June 30, 2029

Huntley Community School District 158 must adhere to CommonLit's Terms of Use for the full term of partnership with CommonLit, Inc. The full term of partnership is defined as July 1, 2026 to June 30, 2029. Huntley Community School District 158 will pay fees as specified above in order to receive products and services listed below.

Description of Services: School Essentials PRO Plus

The CommonLit School Essentials PRO Plus package enables schools to implement CommonLit 360 for grades 6-12. CommonLit 360 is a full-year secondary English Language Arts curriculum (EdReports Green rated for grades 6-8) designed to support student growth in reading, writing, speaking, and listening. Our curriculum is grounded in research-based practices and is built around the idea that students learn best when they are engaged in meaningful, relevant, and challenging work. By providing educators with rigorous content and instructional support, CommonLit 360 enables students to reach their full potential.

*CommonLit's standard per school price for the CommonLit School Essentials PRO Plus package is **$6,850 per school per year**. This cost does not include on-site professional development sessions.*

Service	Description
Professional Learning	The school or district's dedicated Account Manager will provide **strategic implementation support** and planning for professional learning as it pertains to the CommonLit 360 Curriculum. In addition, the CommonLit School Essentials PRO Plus package includes four live, virtual professional development sessions per district contract, per year. Contracts including 1-4 schools receive: • Four separate 60-minute sessions (of up to 25 virtual participants) led by 1 facilitator each school year Contracts including 5+ schools receive: • Option 1: Four separate 60-minute sessions (of up to 50 virtual participants) led by 1-2 facilitators each school year • Option 2: Eight separate 60-minute sessions (of up to 25 virtual participants) led by 1 facilitator each school year School and district teams will work with their Account Manager to choose from sessions which cover the CommonLit 360 curriculum (found here) and sessions that cover the CommonLit Text Library, Target Lessons, or Assessment Series (found here). To protect the integrity of session content, these professional development sessions cannot be customized or split up for multiple concurrent audiences or over multiple meeting times. Additional one-hour live, virtual professional development sessions can be purchased on an as needed basis. Additionally, teachers and leaders will have unlimited access to our **on-demand Professional Development Portal** (featuring over 80 self-paced training modules) and ongoing **CommonLit kickoff webinars** that teachers can sign up to attend individually. *Note: CommonLit's curriculum implementation support for CommonLit 360 does not include custom curriculum design or data analysis.*
Assessments & Data	Teachers will gain access to **CommonLit's Assessment Series** and **CommonLit 360's Unit Skills Assessments**. The Assessment Series consists of **three grade-level benchmark tests** designed to be administered online at three time points, at the beginning, the middle, and the end of the school year. The Assessment Series provides valid and reliable measures of students' reading comprehension, specifically how well students comprehend and analyze texts. The assessments are administered directly through CommonLit's online platform and provide instant data for teachers. Additionally, the CommonLit 360 curriculum includes **two Unit Skills Assessments** per unit that serve as strategically placed formative reading comprehension checks. These assessments are designed to be administered at key points in the unit, based on students' exposure to focus skills, genre alignment, and background knowledge development. School and district leaders will gain access to CommonLit's **Administrator Data Dashboard** to track student performance on all CommonLit 360 lessons, formative assessments, and benchmark assessments.
Premium Support & Integrations	The school or district's dedicated Account Manager will coordinate technical setup of accounts for the duration of the partnership. Schools and districts can choose from our premium rostering and integration solutions to set-up accounts: Clever, ClassLink, Canvas LMS. The CommonLit User Support team is available for teachers and leaders via email through help@commonlit.org or live chat during business hours. Partner schools and districts will receive **priority user support.**

Add-On Services

CommonLit knows that the needs of every school and district are different. In addition to our standard virtual professional development options, we offer additional virtual and on-site professional development at an additional cost.

On-Site Professional Development

CommonLit offers on-site professional development for schools who prefer in person sessions. Our expert facilitators will bring hands-on learning to you. These sessions, designed for teams new to CommonLit 360, will set your teachers up for success. Over the course of one or two days, we'll introduce your team to best practices for the core components of our curriculum. We'll facilitate the targeted practice and supported planning time that your team will need to jumpstart strong implementation. Ask your CommonLit representative to learn more about our On-Site Foundations Jumpstart and Advanced Day Agendas (Page 10-12).

On-Site Professional Development Pricing	Cost
One Facilitator • 6 hours of sessions • Groups of 1-35	$6,000 per day
Two or More Facilitators • 6 hours of sessions • Groups of 35+ Recommend for: • mixed middle school and high school groups • districts who would like to run Foundations Jumpstart Sessions and Advanced Sessions simultaneously *If scheduling a 2-day session, both days must be consecutive.*	$5,000 per facilitator per day

Virtual Professional Development

CommonLit offers additional a la carte 60-minute virtual professional sessions for teams that require more sessions than are provided in our standard package. Ask your CommonLit representative to learn more about our CommonLit Virtual Professional Development Offerings (Page 5-6).

Virtual Professional Development Pricing	Cost
One Professional Development Session • 60 minutes • 1 facilitator • Up to 25 virtual participants	$750 per session
Bundle of Four Professional Development Sessions • 60 minutes • 1 facilitator • Up to 25 virtual participants	$2,500 per bundle of 4 sessions ($500 discount)

Novels

Should your team teach all units in CommonLit 360, there are multiple units that feature a novel as a core text. These are not included on our website and will have to be purchased separately. Please use this document for a list of ISBN numbers for each novel for each

grade.

Schools

The following schools are included in this quote:

- Heineman Middle School
- Marlow Middle School

DeltaMath Solutions Inc.
PO Box 23440
New York, NY 10087-3440
orders@deltamath.com

Quote

ADDRESS
Huntley Community School
District 158
650 Dr John Burkey Dr
Algonquin, IL 60102

QUOTE # 65685
DATE 03/06/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	26-27 INTEGRAL District License 6-12	3-year district license for DeltaMath INTEGRAL, SY 26-27, SY 27-28 & SY 28-29, all 6-12 teachers/students. Includes instructional videos, creation of online assessments, school and district admin portal, print to pdf, student upload of notes, integrations, and additional features.	3	11,760.00	35,280.00

Schools covered by this license:
Heineman Middle School, Huntley High School, Marlowe Middle School

*Approximately 4,700 students

Please send PO's electronically to: orders@deltamath.com

W9: https://www.deltamath.com/files/w9.pdf

SUBTOTAL	35,280.00
TAX	0.00
DISCOUNT 10%	-3,528.00
TOTAL	**USD 31,752.00**

Accepted By

Accepted Date

Gradient
Assessment Made Easy

P.O. Box 151, Livermore, CA 94551
sales@gradecam.com
O: 866.472.3339
F: 925.218.2009

Quote Number	00006737	Created Date	3/10/2026
Sales Rep	GradeCam	Expiration Date	6/30/2026

Contact Information

Contact Name	Brian Truax
Email	btruax@district158.org

Address Information

Bill To Name	Huntley Community School District 158	Bill To	650 Academic Dr Algonquin, Illinois 60102 United States

Product Code	Product	Product Description	Line Item Description	Quantity	List Price	Total Price
N200-02	Gradient	Access to GradeCam's easy-to-use digital and paper assessment solution that delivers fast, flexible, and actionable data to help educators improve student outcomes.	26-27 Standard Price	4,700.00	$3.50	$16,450.00
N200-02	Gradient	Access to GradeCam's easy-to-use digital and paper assessment solution that delivers fast, flexible, and actionable data to help educators improve student outcomes.	27-28 10% Discount	4,700.00	$3.50	$14,805.00
N200-02	Gradient	Access to GradeCam's easy-to-use digital and paper assessment solution that delivers fast, flexible, and actionable data to help educators improve student outcomes.	28-29 20% Discount	4,700.00	$3.50	$13,160.00

Totals

Subtotal	$49,350.00
Grand Total	$44,415.00

Order Notes

**Make PO payable to: GradeCam LLC

Renewal of the current license for 3 years, paid upfront
*Year One: 2026-27 - Standard Price
*Year Two: 2027-28 - 10% Discount
*Year Three: 2028-29 - 20% Discount
*3-year savings of $4,935

IXL LEARNING

QUOTE

IXL Learning
777 Mariners Island Blvd., Suite 600
San Mateo, CA 94404

QUOTE # 1560321-1
DATE: JANUARY 29, 2026

TO:
Robin Maxwell
Huntley Community School District 158
650 Dr John Burkey Dr
Algonquin, IL 60102

COMMENTS OR SPECIAL INSTRUCTIONS

SALESPERSON	TERMS	SUBSCRIPTION DURATION	QUOTE VALID UNTIL
Stacy Rubly		July 1, 2026 - June 30, 2029	February 28, 2026

SUBSCRIPTIONS	QUANTITY	LIST UNIT PRICE	NET PRICE
IXL site license, including:			
Grades 9-12 Subject: Math *Tier 2 & Tier 3*	125	$39.75	$4,968.75
Grades 6-8 Subject: ELA	2000	$39.75	$79,500.00
Grades 9-12 Subject: ELA *Tier 2 & Tier 3*	75	$39.75	$2,981.25
Auto-rostering services included			
ClassLink single sign-on services included			
		Total Price	$87,450.00

SERVICES	QUANTITY	LIST UNIT PRICE	NET PRICE
LevelUp Assessment Onboarding Session (complimentary)	1	$0.00	$0.00
Express PD for Districts	1	$2,495.00	$2,495.00
		Total Price	$2,495.00

TOTALS

Total Subscriptions List Price	$87,450.00
Total Services List Price	$2,495.00
Grand Total	$89,945.00

Ordering instructions

We accept payment by purchase order, check, or credit card. To submit a purchase order for this quote, click here or go to https://www.ixl.com/po-upload and enter quote # 1560321-1. Paying over $5,000 via credit card will result in a 3% fee. For international accounts, we can accept wire transfers for an additional fee.

SALES CONTRACT

CONTRACT #1604660-2
April 20, 2026

IXL Learning
777 Mariners Island Blvd., Suite 600
San Mateo, CA 94404

CUSTOMER
Lindsay Spears
Huntley Community School District 158
650 Dr John Burkey Dr
Algonquin, IL 60102

SUBSCRIPTION INFO

Salesperson	Quote #	Subscription duration
Stacy Rubly	**1604660-2**	**August 1, 2026 - July 31, 2029**

PAYMENT PLAN

	Amount	Invoice date
Installment 1	**$4,303.13 (50%)**	**August 15, 2026**
Installment 2	**$2,151.56 (25%)**	**August 15, 2027**
Installment 3	**$2,151.56 (25%)**	**August 15, 2028**
TOTAL	**$8,606.25**	

Price valid until May 20, 2026

ACCEPTANCE OF SALES CONTRACT
This is a binding agreement of payment between IXL Learning and the Purchaser. Your signature indicates that you have received, reviewed, and accepted the attached Terms and Conditions of Sale and that you agree to pay the full license price listed above within 60 days of the invoice date. Without a signature, your order may not be processed.

Acknowledged and agreed to:

AUTHORIZED SIGNATURE _____ **DATE** _____

IXL LEARNING

QUOTE

IXL Learning
777 Mariners Island Blvd., Suite 600
San Mateo, CA 94404

QUOTE # 1604660-2
DATE: APRIL 20, 2026

TO:
Lindsay Spears
Huntley Community School District 158
650 Dr John Burkey Dr
Algonquin, IL 60102

COMMENTS OR SPECIAL INSTRUCTIONS

SALESPERSON	TERMS	SUBSCRIPTION DURATION	QUOTE VALID UNTIL
Stacy Rubly		August 1, 2026 - July 31, 2029	May 20, 2026

SUBSCRIPTIONS	QUANTITY	LIST UNIT PRICE	NET PRICE
IXL site license, including:			
Grades 6-12 Subjects: Math and ELA *ML*	100	$56.25	$5,625.00
Grades 6-12 Subject: ELA *Spanish Intervention*	75	$39.75	$2,981.25
Auto-rostering services included			
ClassLink single sign-on services included			
		Total Price	$8,606.25

TOTALS	
Total Subscriptions List Price	$8,606.25
Grand Total	$8,606.25

Ordering instructions

We accept payment by purchase order, check, or credit card. To submit a purchase order for this quote, click here or go to https://www.ixl.com/po-upload and enter quote # 1604660-2. Paying over $5,000 via credit card will result in a 3% fee. For international accounts, we can accept wire transfers for an additional fee.

LEARNING

TERMS AND CONDITIONS OF SALE

THIS IS A LEGAL DOCUMENT ("SALES CONTRACT") BETWEEN THE PURCHASER SHOWN ABOVE ("YOU") AND IXL LEARNING ("SELLER"). PLEASE READ THIS AGREEMENT CAREFULLY. YOU AGREE TO BE BOUND BY ALL OF THE TERMS AND CONDITIONS OF THE AGREEMENT, AS WELL AS BY THE WEBSITE TERMS OF SERVICE, WHICH ARE INCORPORATED BY REFERENCE. NO VARIATION OF THESE TERMS AND CONDITIONS ARE BINDING ON SELLER UNLESS AGREED TO IN WRITING SIGNED BY AN AUTHORIZED REPRESENTATIVE OF IXL LEARNING.

1. **PRICING:** The quoted purchase price of the license is valid through the "Price valid until" date on page 1. This price is not binding on IXL unless you have accepted it by sending us an executed Sales Contract by that date.
2. **PAYMENT:** If IXL decides to accept your Sales Contract, we will issue you an invoice. Complete payment of the amount of the stated purchase price is due within sixty (60) days of the invoice date. If payment is not received by the Seller within 60 days, the invoice is considered past due. IXL licenses with past due payments will be put on hold and are subject to termination. Termination does not relieve the Purchaser of the obligation to pay fees due to the Seller.

   The full invoice amount must be paid either by check or by credit card. We accept Visa, MasterCard, American Express, and Discover.

   All checks should be mailed to:
   IXL Learning
   777 Mariners Island Blvd., Suite 600
   San Mateo, CA 94404

   Credit card payments may be made by phone at (855) 255-8800.

   Any late payment will incur interest at the rate of the lesser of 1% a month or the maximum permissible by law.
3. **CANCELLATION AND REFUND:** No cancellation will be accepted, and no refund issued, if it is more than thirty (30) days beyond the date of purchase for the license referenced in this Sales Contract. For cancellations and refunds of the license tendered under this Sales Contract to be accepted, the Seller must receive written notification of the cancellation within 30 days of purchase. Cancellations requested outside of the 30-day period will not be refunded, and the Purchaser will be responsible for completing the purchase as stated in the Sales Contract.
4. **LICENSES:** IXL grants you the right to provide access, through unique log-in IDs, to no more individuals than the quantity indicated on the first page. The terms and conditions of use for each of these individuals are governed by our website's Terms of Service. You agree to be responsible for their accounts, to monitor their use of their accounts, and to indemnify, defend, and hold us harmless for any claims arising out of or related to their use of IXL Learning's website and services. To the extent that these individuals are minors, you consent to our collection of their personal information as described in our Privacy Policy.

   Classroom and Site licenses will be activated immediately upon receipt of your payment unless another date is specified or agreed to by IXL. Activation confirmation will be sent to the e-mail address provided by the school or individual completing the purchase.

   If an individual who has an IXL account through a Classroom or Site license purchased by you is no longer affiliated with you, you may request that we deactivate the individual's account, or no longer associate it with your license, so that that license can be reassigned to another individual associated with your institution.

   If you are a teacher, you represent and warrant that you have permission and authorization from your school and/or district to use the Services as part of your curriculum, and for purposes of Children's Online Privacy Protection Act ("COPPA") compliance, you represent and warrant that you are entering into these Terms on behalf of your school and/or district.
5. **PRIVACY:** If you are a school, district, or teacher, you acknowledge and agree that you are responsible for complying with COPPA, meaning that you must obtain advance written consent from all parents or guardians whose children under 13 will be accessing the website and services and you represent and warrant that you have obtained that consent. When obtaining consent, you must provide parents and guardians with our Privacy Policy. You are to keep all consents on file and provide them to us if we request them.
6. **DISCLAIMER OF WARRANTIES. YOU EXPRESSLY UNDERSTAND AND AGREE THAT:**
   a. YOUR USE OF THE SERVICE IS AT YOUR SOLE RISK. THE SERVICE IS PROVIDED "AS IS," "AS AVAILABLE," AND WITH ALL FAULTS. IXL EXPRESSLY DISCLAIMS ALL WARRANTIES OF ANY KIND, WHETHER EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NONINFRINGEMENT.
   b. IXL MAKES NO WARRANTY THAT (i) THE SERVICE WILL MEET YOUR REQUIREMENTS, (ii) THE SERVICE WILL BE UNINTERRUPTED, TIMELY,

SECURE, OR ERROR-FREE, (iii) THE RESULTS THAT MAY BE OBTAINED FROM THE USE OF THE SERVICE WILL BE ACCURATE OR RELIABLE, (iv) THE QUALITY OF ANY PRODUCTS, SERVICES, INFORMATION, OR OTHER MATERIAL PURCHASED OR OBTAINED BY YOU THROUGH THE SERVICE WILL MEET YOUR EXPECTATIONS, AND (V) ANY ERRORS IN THE SERVICE WILL BE CORRECTED.

c. ANY MATERIAL DOWNLOADED OR OTHERWISE OBTAINED THROUGH THE USE OF THE SERVICE IS DONE AT YOUR OWN DISCRETION AND RISK AND THAT YOU WILL BE SOLELY RESPONSIBLE FOR ANY DAMAGE TO YOUR COMPUTER SYSTEM OR LOSS OF DATA THAT RESULTS FROM THE DOWNLOAD OF ANY SUCH MATERIAL.

d. NO ADVICE OR INFORMATION, WHETHER ORAL OR WRITTEN, OBTAINED BY YOU FROM IXL OR THROUGH OR FROM THE SERVICE SHALL CREATE ANY WARRANTY NOT EXPRESSLY STATED IN THE TOS.

Some states do not allow certain limitations on warranties, so certain of the above limitations may not apply to you.

7. **LIMITATION OF LIABILITY:** YOU EXPRESSLY UNDERSTAND AND AGREE THAT IXL SHALL NOT BE LIABLE FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL, CONSEQUENTIAL, OR EXEMPLARY DAMAGES, INCLUDING BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS, GOODWILL, USE, DATA, OR OTHER INTANGIBLE LOSSES RESULTING FROM THE USE OR INABILITY TO USE THIS SERVICE. IN ALL INSTANCES, DAMAGES SHALL BE CAPPED AT ONE MONTH'S FEES.
8. **SEVERABILITY:** If any provision of this agreement is deemed invalid, illegal, or unenforceable, then that provision shall be deemed severable from these terms and shall not affect the validity and enforceability of any remaining provisions of this Sales Contract, which shall remain in full force and effect.
9. **ARBITRATION:** You agree that any dispute or claim you may have against IXL arising out of or related to this Sales Contract or the use of Services must be submitted to arbitration, before a single arbitrator appointed by JAMS/Endispute and conducted according to their rules in San Francisco, CA, USA, and that the determination of any such arbitrator shall be binding. The courts located in San Francisco, CA, USA, have exclusive jurisdiction over any judicial proceedings related to this agreement, and you waive any claim that such a court is an improper venue, inconvenient, or lacks jurisdiction over you.
10. **GOVERNING LAW:** The Sales Contract and the relationship between you and IXL are governed by the laws of the State of California without regard to conflict of law provisions.
11. **ENTIRE AGREEMENT:** This Sales Contract, which incorporates the Terms of Service by reference, is the final expression of the agreement between Purchaser and Seller and supersedes all prior representations, understandings, and agreements between the Purchaser and Seller relating to its subject matter. This Sales Contract cannot be modified, amended, or changed except in writing and signed by IXL.

Please contact IXL Learning with any questions regarding this sales contract:
Toll-free **(855) 255-8800** | Direct **(650) 372-4300** | E-mail **orders@ixl.com**
Completed sales contracts should be emailed to your sales consultant.

IXL LEARNING™

QUOTE

IXL Learning
777 Mariners Island Blvd., Suite 600
San Mateo, CA 94404

QUOTE # 1604660-2
DATE: APRIL 20, 2026

TO:
Lindsay Spears
Huntley Community School District 158
650 Dr John Burkey Dr
Algonquin, IL 60102

COMMENTS OR SPECIAL INSTRUCTIONS

SALESPERSON	TERMS	SUBSCRIPTION DURATION	QUOTE VALID UNTIL
Stacy Rubly		August 1, 2026 - July 31, 2029	May 20, 2026

SUBSCRIPTIONS	QUANTITY	LIST UNIT PRICE	NET PRICE
IXL site license, including:			
Grades 6-12 Subjects: Math and ELA *ML*	100	$56.25	$5,625.00
Grades 6-12 Subject: ELA *Spanish Intervention*	75	$39.75	$2,981.25
Auto-rostering services included			
ClassLink single sign-on services included			
		Total Price	$8,606.25

TOTALS	
Total Subscriptions List Price	$8,606.25
Grand Total	$8,606.25

Ordering instructions

We accept payment by purchase order, check, or credit card. To submit a purchase order for this quote, click here or go to https://www.ixl.com/po-upload and enter quote # 1604660-2. Paying over $5,000 via credit card will result in a 3% fee. For international accounts, we can accept wire transfers for an additional fee.

SALES CONTRACT

CONTRACT #1604660-2
April 20, 2026

IXL Learning
777 Mariners Island Blvd., Suite 600
San Mateo, CA 94404

CUSTOMER
Lindsay Spears
Huntley Community School District 158
650 Dr John Burkey Dr
Algonquin, IL 60102

SUBSCRIPTION INFO

Salesperson	Quote #	Subscription duration
Stacy Rubly	**1604660-2**	**August 1, 2026 - July 31, 2029**

PAYMENT PLAN

	Amount	Invoice date
Installment 1	**$4,303.13 (50%)**	**August 15, 2026**
Installment 2	**$2,151.56 (25%)**	**August 15, 2027**
Installment 3	**$2,151.56 (25%)**	**August 15, 2028**
TOTAL	**$8,606.25**	

Price valid until May 20, 2026

ACCEPTANCE OF SALES CONTRACT
This is a binding agreement of payment between IXL Learning and the Purchaser. Your signature indicates that you have received, reviewed, and accepted the attached Terms and Conditions of Sale and that you agree to pay the full license price listed above within 60 days of the invoice date. Without a signature, your order may not be processed.

Acknowledged and agreed to:

AUTHORIZED SIGNATURE _____ **DATE** _____

LEARNING

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   Classroom and Site licenses will be activated immediately upon receipt of your payment unless another date is specified or agreed to by IXL. Activation confirmation will be sent to the e-mail address provided by the school or individual completing the purchase.

   If an individual who has an IXL account through a Classroom or Site license purchased by you is no longer affiliated with you, you may request that we deactivate the individual's account, or no longer associate it with your license, so that that license can be reassigned to another individual associated with your institution.

   If you are a teacher, you represent and warrant that you have permission and authorization from your school and/or district to use the Services as part of your curriculum, and for purposes of Children's Online Privacy Protection Act ("COPPA") compliance, you represent and warrant that you are entering into these Terms on behalf of your school and/or district.
5. **PRIVACY:** If you are a school, district, or teacher, you acknowledge and agree that you are responsible for complying with COPPA, meaning that you must obtain advance written consent from all parents or guardians whose children under 13 will be accessing the website and services and you represent and warrant that you have obtained that consent. When obtaining consent, you must provide parents and guardians with our Privacy Policy. You are to keep all consents on file and provide them to us if we request them.
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Completed sales contracts should be emailed to your sales consultant.

makemusic

Huntley Community School District 158 - 3 Year Quote

Huntley Community School District 158
650 Academic Drive
Algonquin, Illinois 60102
United States

Brian Truax
Director of Curriculum and Instruction 6-12
btruax@district158.org
8476596141

MakeMusic
285 Century Pl
Louisville, CO 80027
United States

Prepared by: Andrew Meyers
Customer Success Manager
ameyers@makemusic.com

Reference: 20260310-083912436
Quote created: March 10, 2026
Quote expires: September 9, 2026

PRODUCTS & SERVICES	QUANTITY	UNIT COST	DISCOUNT	PRICE
Items due now				
MakeMusic On-Site Training (1 day)	1	$2,000.00	$2,000.00	$0.00 after $2,000.00 discount
26-27 MakeMusic Subscriptions	1	$15,531.51		$15,531.51
Items due later				
27-28 MakeMusic Subscriptions **Payment due: September 9, 2027**	1	$15,531.51		$15,531.51

PRODUCTS & SERVICES	QUANTITY	UNIT COST	DISCOUNT	PRICE
28-29 MakeMusic Subscriptions **Payment due: September 9, 2028**	1	$15,531.51		$15,531.51
SUMMARY				
One-time subtotal				$15,531.51 after $2,000.00 discount

Due now	**$15,531.51**
Total contract value	**$46,594.53**

Future Payments Summary

ITEM	PAYMENT
27-28 MakeMusic Subscriptions	$15,531.51 on September 9, 2027
28-29 MakeMusic Subscriptions	$15,531.51 on September 9, 2028

Comments

3 year contract/subscription with **$15,531.51** due at contract start date, and due annually for an additional **2** payments, for a total contract value of **$46,594.53.** Each yearly line item includes 20 teacher subscriptions and 1239 student subscriptions.

Please provide an approval signature from an administrator and return this signed quote to ameyers@makemusic.com

Teacher Subscription - $39.99/teacher/year
Student Subscription - $11.89/student/year ($13.99 w/ 15% multi-year discount)

Purchase terms

By purchasing MakeMusic Cloud, you agree to our Terms and Conditions

Signature

Before you sign this quote, an email must be sent to you to verify your identity. Find your profile below to request a verification email.

Brian Truax
btruax@district158.org

2026 Huntley Community School District 158

Huntley Community School District 158
Algonquin, Illinois 60102
USA

Paula Moan
pmoan@district158.org
847-659-6127

Reference: 20260309-094756359
Quote created: March 9, 2026
Quote expires: September 5, 2026
Quote created by: Tristin Gerlywich
District Representative
tristin@musicplay.ca

Comments from Tristin Gerlywich

Please Note: To submit your order, please email this quote along with your Purchase Order to **sales@musicplay.ca**

Please remit payment within 30 business days. If we do not receive payment within 120 days, we will immediately cancel your subscription.

Please make sure to include an email address for each user of the MusicplayOnline accounts.

Products & Services

Item & Description	Quantity	Unit Price	Total
3 Year MusicplayOnline License	5	$600.00	$2,850.00 after 5% discount for 3 years
		One-time subtotal	$2,850.00 after $150.00 discount
		Total	**$2,850.00**

Purchase terms

1. Prices are listed in USD.
2. This quote is valid only when purchasing directly through Themes & Variations Inc. and does not extend to purchasing through a dealer.
3. A teacher license gives one teacher access to the resource in two schools.
4. In-person and Virtual professional development options are available at cost. Please reach out to Tristin Gerlywich for a list of presenters, costs and availability.
5. Free virtual training on how to use MusicplayOnline is available via Zoom with Tristin Gerlywich.
6. A complimentary admin seat is included with this district purchase.

Questions? Contact me



Tristin Gerlywich
District Representative
tristin@musicplay.ca

Themes & Variations Musicplay
3-4664 Riverside Drive
Red Deer, Alberta T4N 6Y5
Canada

Renaissance
2911 Peach Street, Wisconsin Rapids, WI 54494-1905
PO Box 8036, Wisconsin Rapids, WI 54495
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

Quote
Q-438827 v10

Huntley Community School District 158 - 340233

Primary Contact
Amy MacCrindle
Email - amaccrindle@district158.org
650 Academic Dr
Algonquin, IL 60102-4423

Billing Account
Huntley Community School District 158 – 340233
650 Academic Dr
Algonquin, IL 60102-4423

Quote Summary	
School Count: 9	
Renaissance Products & Services Total	$264,397.30
Estimated Sales Tax	$0.00
Shipping Cost	$0.00
Grand Total	**USD $264,397.30**

This quote includes: Services and Star.

By signing below, Customer:

- Acknowledges that the Person signing this Quote is authorized to do so on behalf of Customer.
- Agrees Customer's access to and use of the Products and Services referenced in the Quote (and any other quote issued to Customer during the Subscription Period) are subject to compliance with the Renaissance Terms of Service and License located at https://doc.renlearn.com/KMNet/R62416.pdf, incorporated herein by reference.
- Acknowledges and agrees that the applicable Data Protection Addendum and Privacy Notices located at https://docs.renaissance.com/R62068 are incorporated into this Agreement. Additional information about Renaissance's privacy and security is available at https://www.renaissance.com/privacy/.

To accept this offer and place an order, please sign and return this Quote.

Requested Invoice Date: See attached billing schedule

Renaissance will issue an invoice for this Quote according to the attached Billing Schedule, incorporated herein as part of the Agreement. If Customer requires a purchase order, Customer agrees to provide the purchase order to Renaissance prior to the first Invoice Date noted on the Billing Schedule. Customer agrees to pay each invoice within 30 days after each Invoice Date.

Customer indicates that no Purchase Order is required, and that Billing Account information is correct.

Renaissance Learning, Inc.	Huntley Community School District 158
Ted Wolf	By:
Name: Ted Wolf	Name:
Title: Chief Financial Officer	Title:
Date: 08-Apr-2026	Date:

Please e-sign OR print, sign, and return this Quote to your Account Representative Brenda Lopez at brenda.lopez@renaissance.com. For any changes or additional information, please reach out by email or phone at (503) 966-8564. Thank you.

Renaissance
2911 Peach Street, Wisconsin Rapids, WI 54494-1905
PO Box 8036, Wisconsin Rapids, WI 54495
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

Quote
Q-438827 v10

All quotes and orders are subject to availability of merchandise. This Quote is valid for 60 days from the date under Renaissance's signature. Professional development expires one year from purchase date. Alterations to this quote will not be honored without Renaissance approval. Please note: Any pricing or discount indicated is subject to change with alterations to the quote. Tax has been estimated and is subject to change without notice. Unless you provide Renaissance with a valid and correct tax exemption certificate applicable to your purchase of product and the product ship-to location, you are responsible for sales and other taxes associated with this order.

United States government and agency transactions into Arizona: The Tax or AZ-TPT item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Arizona Transaction Privilege Tax ('TPT'). The incidence of the TPT is on Renaissance Learning for the privilege of conducting business in the State of Arizona. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

Hawaii residents only: Orders shipped to Hawaii residents will be subject to the 4.166% (4.712% O'ahu Is.) Hawaii General Excise tax. United States government and agency transactions into Hawaii: The Tax or General Excise Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Hawaii General Excise Tax. The incidence of the General Excise Tax is on Renaissance Learning for the privilege of conducting business in the State of Hawaii. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

New Mexico residents only: Orders shipped to New Mexico residents will be subject to the 5.125% (Location Code: 88-888) Gross Receipts tax. United States government and agency transactions into New Mexico: The Tax or Gross Receipts Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the New Mexico Gross Receipts Tax. The incidence of the Gross Receipts Tax is on Renaissance Learning for the privilege of conducting business in the State of New Mexico. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply. Starting July 1, 2021 New Mexico requires sellers to collect tax on the state and local rate. This varies depending on the city and county.

Students can become their most amazing selves — only when teachers truly shine. Renaissance amplifies teachers' effectiveness in the classroom — transforming data into actionable insights to improve learning outcomes. Remember, we're here to ensure your successful implementation. Please allow 30-90 days for installation and set-up.

Renaissance
2911 Peach Street, Wisconsin Rapids, WI 54494-1905
PO Box 8036, Wisconsin Rapids, WI 54495
Phone: (800) 338-4204 | Fax: (877) 280-7642
Federal I.D. 39-1559474
www.renaissance.com

Quote
Q-438827 v10

Quote Details

Huntley Community School District 158 – 340233

Products & Services	Quantity	Unit Price	Total
Data Integration Services			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Custom Data Integration Maintenance	1	$3,125.00	$3,125.00
		Quote Year 1 Subtotal	**$3,125.00**
Quote Year 2 01-Jul-2027 – 30-Jun-2028			
Custom Data Integration Maintenance	1	$3,124.80	$3,124.80
		Quote Year 2 Subtotal	**$3,124.80**
Quote Year 3 01-Jul-2028 – 30-Jun-2029			
Custom Data Integration Maintenance	1	$3,124.80	$3,124.80
		Quote Year 3 Subtotal	**$3,124.80**
		Huntley Community School District 158 Total	**$9,374.60**

Conley Elementary School – 2061274

Products & Services	Quantity	Unit Price	Total
Platform			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 1 Subtotal	**$750.00**
Quote Year 2 01-Jul-2027 – 30-Jun-2028			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 2 Subtotal	**$750.00**
Quote Year 3 01-Jul-2028 – 30-Jun-2029			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 3 Subtotal	**$750.00**
Star Assessments			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Star Comprehensive Suite Subscription	600	$13.13	$7,878.00
		Quote Year 1 Subtotal	**$7,878.00**
Quote Year 2 01-Jul-2027 – 30-Jun-2028			
Star Comprehensive Suite Subscription	600	$13.52	$8,112.00
		Quote Year 2 Subtotal	**$8,112.00**
Quote Year 3 01-Jul-2028 – 30-Jun-2029			
Star Comprehensive Suite Subscription	600	$13.93	$8,358.00
		Quote Year 3 Subtotal	**$8,358.00**

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Quote
Q-438827 v10

		Conley Elementary School Total	**$26,598.00**

Hannah Martin Elementary School – 1629471

Products & Services	Quantity	Unit Price	Total
Platform			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 1 Subtotal	**$750.00**
Quote Year 2 01-Jul-2027 – 30-Jun-2028			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 2 Subtotal	**$750.00**
Quote Year 3 01-Jul-2028 – 30-Jun-2029			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 3 Subtotal	**$750.00**
Star Assessments			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Star Comprehensive Suite Subscription	725	$13.13	$9,519.25
		Quote Year 1 Subtotal	**$9,519.25**
Quote Year 2 01-Jul-2027 – 30-Jun-2028			
Star Comprehensive Suite Subscription	725	$13.52	$9,802.00
		Quote Year 2 Subtotal	**$9,802.00**
Quote Year 3 01-Jul-2028 – 30-Jun-2029			
Star Comprehensive Suite Subscription	725	$13.93	$10,099.25
		Quote Year 3 Subtotal	**$10,099.25**
		Hannah Martin Elementary School Total	**$31,670.50**

Heineman Middle School – 2282585

Products & Services	Quantity	Unit Price	Total
Platform			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 1 Subtotal	**$750.00**
Quote Year 2 01-Jul-2027 – 30-Jun-2028			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 2 Subtotal	**$750.00**
Quote Year 3 01-Jul-2028 – 30-Jun-2029			
Annual All Product Renaissance Platform	258 1	$750.00	$750.00
		Quote Year 3 Subtotal	**$750.00**

Renaissance
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Federal I.D. 39-1559474
www.renaissance.com

Quote
Q-438827 v10

Star Assessments			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Star Reading Subscription	710	$5.50	$3,905.00
Star Math Subscription	710	$5.50	$3,905.00
		Quote Year 1 Subtotal	**$7,810.00**
Quote Year 2 01-Jul-2027 – 30-Jun-2028			
Star Reading Subscription	710	$5.66	$4,018.60
Star Math Subscription	710	$5.66	$4,018.60
		Quote Year 2 Subtotal	**$8,037.20**
Quote Year 3 01-Jul-2028 – 30-Jun-2029			
Star Reading Subscription	710	$5.83	$4,139.30
Star Math Subscription	710	$5.83	$4,139.30
		Quote Year 3 Subtotal	**$8,278.60**
		Heineman Middle School Total	**$26,375.80**

Henry Marlowe Middle School – 2448720

Products & Services	Quantity	Unit Price	Total
Platform			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 1 Subtotal	**$750.00**
Quote Year 2 01-Jul-2027 – 30-Jun-2028			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 2 Subtotal	**$750.00**
Quote Year 3 01-Jul-2028 – 30-Jun-2029			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 3 Subtotal	**$750.00**
Star Assessments			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Star Reading Subscription	1220	$5.50	$6,710.00
Star Math Subscription	1220	$5.50	$6,710.00
		Quote Year 1 Subtotal	**$13,420.00**
Quote Year 2 01-Jul-2027 – 30-Jun-2028			
Star Reading Subscription	1220	$5.66	$6,905.20
Star Math Subscription	1220	$5.66	$6,905.20
		Quote Year 2 Subtotal	**$13,810.40**
Quote Year 3 01-Jul-2028 – 30-Jun-2029			

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Star Reading Subscription	1220	$5.83	$7,112.60
Star Math Subscription	1220	$5.83	$7,112.60
		Quote Year 3 Subtotal	**$14,225.20**
		Henry Marlowe Middle School Total	**$43,705.60**

Huntley High School – 315971

Products & Services	Quantity	Unit Price	Total
Platform			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 1 Subtotal	**$750.00**
Quote Year 2 01-Jul-2027 – 30-Jun-2028			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 2 Subtotal	**$750.00**
Quote Year 3 01-Jul-2028 – 30-Jun-2029			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 3 Subtotal	**$750.00**
Star Assessments			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Star Reading Subscription	1600	$5.50	$8,800.00
Star Math Subscription	1600	$5.50	$8,800.00
		Quote Year 1 Subtotal	**$17,600.00**
Quote Year 2 01-Jul-2027 – 30-Jun-2028			
Star Reading Subscription	1600	$5.66	$9,056.00
Star Math Subscription	1600	$5.66	$9,056.00
		Quote Year 2 Subtotal	**$18,112.00**
Quote Year 3 01-Jul-2028 – 30-Jun-2029			
Star Reading Subscription	1600	$5.83	$9,328.00
Star Math Subscription	1600	$5.83	$9,328.00
		Quote Year 3 Subtotal	**$18,656.00**
		Huntley High School Total	**$56,618.00**

Kathy Leggee Elementary – 1299840

Products & Services	Quantity	Unit Price	Total
Platform			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Annual All Product Renaissance Platform	260 1	$750.00	$750.00
		Quote Year 1 Subtotal	**$750.00**

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Quote
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Quote Year 2 01-Jul-2027 – 30-Jun-2028			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 2 Subtotal	**$750.00**
Quote Year 3 01-Jul-2028 – 30-Jun-2029			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 3 Subtotal	**$750.00**
Star Assessments			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Star Comprehensive Suite Subscription	775	$13.13	$10,175.75
		Quote Year 1 Subtotal	**$10,175.75**
Quote Year 2 01-Jul-2027 – 30-Jun-2028			
Star Comprehensive Suite Subscription	775	$13.52	$10,478.00
		Quote Year 2 Subtotal	**$10,478.00**
Quote Year 3 01-Jul-2028 – 30-Jun-2029			
Star Comprehensive Suite Subscription	775	$13.93	$10,795.75
		Quote Year 3 Subtotal	**$10,795.75**
		Kathy Leggee Elementary Total	**$33,699.50**

Mackeben Elementary School – 2613625

Products & Services	Quantity	Unit Price	Total
Platform			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 1 Subtotal	**$750.00**
Quote Year 2 01-Jul-2027 – 30-Jun-2028			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 2 Subtotal	**$750.00**
Quote Year 3 01-Jul-2028 – 30-Jun-2029			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 3 Subtotal	**$750.00**
Star Assessments			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Star Comprehensive Suite Subscription	355	$13.13	$4,661.15
		Quote Year 1 Subtotal	**$4,661.15**
Quote Year 2 01-Jul-2027 – 30-Jun-2028			
Star Comprehensive Suite Subscription	355	$13.52	$4,799.60
		Quote Year 2 Subtotal	**$4,799.60**
Quote Year 3 01-Jul-2028 – 30-Jun-2029			

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Star Comprehensive Suite Subscription	355	$13.93	$4,945.15
		Quote Year 3 Subtotal	**$4,945.15**
		Mackeben Elementary School Total	**$16,655.90**

May Chesak Elementary – 1237672

Products & Services	Quantity	Unit Price	Total
Platform			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 1 Subtotal	**$750.00**
Quote Year 2 01-Jul-2027 – 30-Jun-2028			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 2 Subtotal	**$750.00**
Quote Year 3 01-Jul-2028 – 30-Jun-2029			
Annual All Product Renaissance Platform	1	$750.00	$750.00
		Quote Year 3 Subtotal	**$750.00**
Star Assessments			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Star Comprehensive Suite Subscription	430	$13.13	$5,645.90
		Quote Year 1 Subtotal	**$5,645.90**
Quote Year 2 01-Jul-2027 – 30-Jun-2028			
Star Comprehensive Suite Subscription	430	$13.52	$5,813.60
		Quote Year 2 Subtotal	**$5,813.60**
Quote Year 3 01-Jul-2028 – 30-Jun-2029			
Star Comprehensive Suite Subscription	430	$13.93	$5,989.90
		Quote Year 3 Subtotal	**$5,989.90**
		May Chesak Elementary Total	**$19,699.40**

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Quote
Q-402892 v1

Huntley Community School District 158 - 340233

Primary Contact
Amy MacCrindle
Email - amaccrindle@district158.org
650 Academic Dr
Algonquin, IL 60102-4423

Billing Contact
Amy MacCrindle
Email - amaccrindle@district158.org
650 Academic Dr
Algonquin, IL 60102-4423

Quote Summary	
School Count: 5	
Renaissance Products & Services Total	$56,603.70
Estimated Sales Tax	$0.00
Shipping Cost	$0.00
Grand Total	**USD $56,603.70**

This quote includes: Freckle.

By signing below, Customer:

- Acknowledges that the Person signing this Quote is authorized to do so on behalf of Customer.
- Agrees Customer's access to and use of the Products and Services referenced in the Quote (and any other quote issued to Customer during the Subscription Period) are subject to compliance with the Renaissance Terms of Service and License located at https://doc.renlearn.com/KMNet/R62416.pdf, incorporated herein by reference.
- Acknowledges and agrees that the applicable Data Protection Addendum and Privacy Notices located at https://docs.renaissance.com/R62068 are incorporated into this Agreement. Additional information about Renaissance's privacy and security is available at https://www.renaissance.com/privacy/.

To accept this offer and place an order, please sign and return this Quote.

Renaissance will issue an Invoice for this Quote promptly after the date the Order is processed at Renaissance. If Customer requires a purchase order, Customer agrees to provide the purchase order to Renaissance as an attachment to this signed quote. Customer agrees to pay the invoice within 30 days after the Invoice Date.

Customer indicates that no Purchase Order is required, and that Billing Contact information is correct.

Renaissance Learning, Inc.	Huntley Community School District 158
Ted Wolf	By:
Name: Ted Wolf	Name:
Title: Chief Financial Officer	Title:
Date: 23-Feb-2026	Date:

Please e-sign OR print, sign, and return this Quote to your Account Representative Brenda Lopez at brenda.lopez@renaissance.com. For any changes or additional information, please reach out by email or phone at (503) 966-8564. Thank you.

All quotes and orders are subject to availability of merchandise. This Quote is valid for 60 days from the date under Renaissance's signature. Professional development expires one year from purchase date. Alterations to this quote will not

be honored without Renaissance approval. Please note: Any pricing or discount indicated is subject to change with alterations to the quote. Tax has been estimated and is subject to change without notice. Unless you provide Renaissance with a valid and correct tax exemption certificate applicable to your purchase of product and the product ship-to location, you are responsible for sales and other taxes associated with this order.

United States government and agency transactions into Arizona: The Tax or AZ-TPT item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Arizona Transaction Privilege Tax ('TPT'). The incidence of the TPT is on Renaissance Learning for the privilege of conducting business in the State of Arizona. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

Hawaii residents only: Orders shipped to Hawaii residents will be subject to the 4.166% (4.712% O'ahu Is.) Hawaii General Excise tax. United States government and agency transactions into Hawaii: The Tax or General Excise Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Hawaii General Excise Tax. The incidence of the General Excise Tax is on Renaissance Learning for the privilege of conducting business in the State of Hawaii. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

New Mexico residents only: Orders shipped to New Mexico residents will be subject to the 5.125% (Location Code: 88-888) Gross Receipts tax. United States government and agency transactions into New Mexico: The Tax or Gross Receipts Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the New Mexico Gross Receipts Tax. The incidence of the Gross Receipts Tax is on Renaissance Learning for the privilege of conducting business in the State of New Mexico. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply. Starting July 1, 2021 New Mexico requires sellers to collect tax on the state and local rate. This varies depending on the city and county.

Students can become their most amazing selves — only when teachers truly shine. Renaissance amplifies teachers' effectiveness in the classroom — transforming data into actionable insights to improve learning outcomes. Remember, we're here to ensure your successful implementation. Please allow 30-90 days for installation and set-up.

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Quote
Q-402892 v1

Quote Details

Conley Elementary School – 2061274

Products & Services	Quantity	Unit Price	Total
Bundle			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Individualized Skills Practice Bundle (ISP)	600	$7.60	$4,560.00
		Quote Year 1 Subtotal	**$4,560.00**
Freckle			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Freckle Math Student Subscription	600	$12.02	$7,212.00
		Quote Year 1 Subtotal	**$7,212.00**
		Conley Elementary School Total	**$11,772.00**

Hannah Martin Elementary School – 1629471

Products & Services	Quantity	Unit Price	Total
Bundle			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Individualized Skills Practice Bundle (ISP)	725	$7.60	$5,510.00
		Quote Year 1 Subtotal	**$5,510.00**
Freckle			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Freckle Math Student Subscription	725	$12.02	$8,714.50
		Quote Year 1 Subtotal	**$8,714.50**
		Hannah Martin Elementary School Total	**$14,224.50**

Kathy Leggee Elementary – 1299840

Products & Services	Quantity	Unit Price	Total
Bundle			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Individualized Skills Practice Bundle (ISP)	775	$7.60	$5,890.00
		Quote Year 1 Subtotal	**$5,890.00**
Freckle			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Freckle Math Student Subscription	775	$12.02	$9,315.50
		Quote Year 1 Subtotal	**$9,315.50**
		Kathy Leggee Elementary Total	**$15,205.50**

Mackeben Elementary School – 2613625

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Quote
Q-402892 v1

Products & Services	Quantity	Unit Price	Total
Bundle			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Individualized Skills Practice Bundle (ISP)	355	$7.60	$2,698.00
		Quote Year 1 Subtotal	**$2,698.00**
Freckle			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Freckle Math Student Subscription	355	$12.02	$4,267.10
		Quote Year 1 Subtotal	**$4,267.10**
		Mackeben Elementary School Total	**$6,965.10**

May Chesak Elementary – 1237672

Products & Services	Quantity	Unit Price	Total
Bundle			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Individualized Skills Practice Bundle (ISP)	430	$7.60	$3,268.00
		Quote Year 1 Subtotal	**$3,268.00**
Freckle			
Quote Year 1 01-Jul-2026 – 30-Jun-2027			
Freckle Math Student Subscription	430	$12.02	$5,168.60
		Quote Year 1 Subtotal	**$5,168.60**
		May Chesak Elementary Total	**$8,436.60**

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HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

Date: May 21, 2026
To: Board of Education
From: Dr. Amy MacCrindle, Assistant Superintendent for Learning and Innovation
Cc: Ms. Jessica Lombard, Superintendent
Subject: **MS Social Studies Materials Approval**

Executive Summary
This memo recommends the adoption of updated Social Studies materials for grades 6–8 to support the ongoing revision of the middle school curriculum. Following a review of current instructional needs and student achievement data, we recommend renewing our partnership with National Geographic for 6th Grade World History (updated copyright) as well as continuing our partnership with McGraw-Hill for 7th and 8th Grade U.S. History. These resources provide the necessary digital flexibility and primary source depth to support our revised curriculum maps. The total investment of $242,998.00 is included in the 2025–26 curriculum budget, with full implementation scheduled for fall 2026.

Middle School Social Studies Materials
The Middle School Social Studies department is currently engaged in a targeted revision of curriculum maps, pacing, and assessment practices. To support these revisions, the following materials have been selected based on their alignment with Illinois Social Science Standards and their ability to foster inquiry-based learning:

We will continue our partnership with National Geographic for World History by moving to their most recent copyright for 6th grade. This renewal allows for access to updated global data, including current geographic data, geopolitical shifts, and updated archeological findings, while maintaining a familiar interface for staff. The continued use of high-quality National Geographic media and cartography supports visual literacy, which has proven effective in supporting our diverse learners and improving content-area reading comprehension. Staff will also benefit from enhanced digital tools and updated primary source sets.

To support the specific revisions in our 7th and 8th-grade Social Studies sequence, we will maintain our McGraw-Hill resources. These materials continue to support our literacy work while allowing us to build a foundational understanding of US History and civics. Our revisions align with our student-centered inquiry work, and their robust library of diverse primary sources remains essential for the 7th and 8th-grade focus on evidence-based argumentation and historical analysis. These materials are intended to support a revision of our existing curriculum, not a complete replacement, as teachers will utilize these resources to update current units, refine assessments, and better integrate literacy and inquiry-based practices. Appendices A and C provide an overview of these materials.

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Algonquin, Illinois 60102
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Budgetary Considerations
The 2025–2026 curriculum budget was developed to cover the costs of these renewals and adoptions. We are seeking a six-year contract for both publishers to ensure resource stability and predictable budgeting through the 2031-2032 school year.

- **National Geographic (6th Grade):** $87,095.00
- **McGraw-Hill (7th & 8th Grade):** $155,903.00

Total Recommended Investment: $242,998.00
The contract includes full digital access for all students and teachers, as well as updated physical classroom sets to support differentiated instruction. Detailed quotes are included in Appendix B and D.

Next Steps

- **Spring 2026:** Continued revision of curriculum maps, pacing, and assessments.
- **Summer 2026:** Finalization of digital rosters and distribution of physical materials to buildings.
- **Fall 2026:** Full implementation of revised curriculum maps and assessments for Grades 6–8.

Recommendation
The proposed materials were placed on public review starting on April 2, 2026. Administration recommends that the Board of Education approve the materials in the amount of $242,998.00 as presented, solidifying resources through the 2031-2032 school year.

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

Date: May 21, 2026
To: Board of Education
From: Dr. Amy MacCrindle, Assistant Superintendent for Learning and Innovation
Cc: Ms. Jessica Lombard, Superintendent
Subject: **HS Science Honors Materials Approval**

Executive Summary

This memo recommends the adoption of McGraw-Hill *Inspire Science* as the core resource for Honors Biology, Honors Chemistry, and Honors Physics. This recommendation is based on the program's robust scope and sequence, which addresses higher-level scientific concepts and provides the rigorous scientific thinking principles and mathematical integration essential for honors-level coursework. This adoption ensures vertical alignment and college readiness for our high-achieving science students. The total cost of $108,633 is included in the 2025–26 curriculum budget. Curriculum mapping is currently underway and will continue through the 2026-27 school year.

High School Honors Science Materials

McGraw-Hill *Inspire Science* will be adopted as the core resource for High School Honors Biology, Chemistry, and Physics. This selection follows an extensive review of materials conducted to find a program suited for the increased rigor, deep foundational learning, and accelerated pace of our honors tracks.

The decision to adopt *Inspire Science* is driven by its focus on advanced scientific concepts and its sophisticated scope and sequence. The program challenges students to apply complex logic and quantitative analysis to scientific phenomena, effectively bridging the gap between standard coursework and Advanced Placement (AP) expectations or post-secondary STEM fields.

Inspire Science will be implemented with an emphasis on inquiry-based learning and the three dimensions of NGSS (Disciplinary Core Ideas, Crosscutting Concepts, and Science and Engineering Practices). We will utilize the program's digital and print components to support the ongoing revision of our honors-level assessments and laboratory protocols. Appendix A provides an overview of the scope and sequence for these three core honors courses.

Honors Science Budgetary Considerations

The 2025–26 curriculum budget was developed to accommodate the adoption of these high school science materials. The quote included in Appendix B is for a total of $108,633. This quote covers a six-year implementation plan, providing both teachers and students with comprehensive digital access and updated print materials to support the honors curriculum through 2032.

Next Steps

- **Spring 2026:** Continued revision of curriculum maps, pacing guides, and honors-level assessments to align with the new materials. Professional learning for high school staff will occur during departmental meetings and Professional Learning Communities (PLCs).
- **Fall 2026:** Full implementation of revised curriculum maps and assessments for Biology Honors.
- **Fall - Winter 2026:** Development of the Chemistry and Physics Honors courses, with full implementation scheduled for the 2027-28 school year.

Recommendation

The proposed materials were placed on public review starting on April 2, 2026. Administration recommends that the Board of Education approve the materials in the amount of $108,633.00 as presented, solidifying resources through the 2031-2032 school year.

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

Date: May 21, 2026

To: Board of Education

From: Dr. Amy MacCrindle, Assistant Superintendent for Learning & Innovation

Cc: Ms. Jessica Lombard, Superintendent

Subject: **Consolidated District Plan Approval FY 27**

Executive Summary

Following review and discussion by the Curriculum Committee on May 7, 2026, the Administration presents the FY26 Consolidated District Plan for approval by the Board of Education.

The Illinois State Board of Education has consolidated the federal formula grant application and management process, aiming to provide more efficient technology for grant management, and better support planning and grant management with multiple funding sources. All districts that intend to submit an application for one of the 13 federal grants included in the Consolidated District Plan must have an approved plan with iSBE before submitting the grant application. State grants are not included in the Consolidated District Plan at this time.

Allocation amounts for each grant are based on demographics and numbers of students in key groups (free/reduced lunch, ESL/bilingual, students with IEPs, or total population), depending on the purpose of the grant. A list of the intended federal grant applications for Huntley 158 is included below:

Federal Formula Grant	Huntley 158 Applies for Grant
Title I, Part A – Improving Basic Programs	**YES**
Title 1, Part A - School Improvement Part 1003	**NO**
Title I, Part D – Delinquent Children	**NO**
Title I, Part D – Neglected Children	**NO**
Title I, Part D –State Neglected/Delinquent	**NO**
Title II, Part A – Preparing, Training, and Recruiting High-Quality Teachers, Principals, and Other School Leaders	**YES**

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Title III – Language Instruction Education Program	**YES**
Title III – Immigrant Student Education Program	**NO**
Title IV, Part A – Student Support and Academic Enrichment	**YES**
Title V, Part B – Rural and Low-Income Schools	**NO**
IDEA, Part B Flow-Through	**YES**
IDEA, Part B Preschool	**YES**
ARP-ESSER III (Elementary and Secondary School Emergency Relief III)	**NO**

The Consolidated District Plan application must be approved by the Board of Education, then submitted to ISBE and approved prior to any of the formula grant applications being approved for use in FY27.

The attachment contains the printed version of the Consolidated District Plan for consideration and approval by the Board of Education. Please note that for some categories, the grant automatically includes prior language and the home addresses of members of the Bilingual Parent Advisory Committee have been omitted for this board packet.

The main revisions this year included:

- Identifying the intent of the use of funds for title grants
- Connecting the needs assessment to the district strategic goals
- Updating terms for accuracy and relevance throughout the application

Upon approval by the Huntley District 158 Board of Education on May 21, 2026, the plan will be submitted for approval to the Illinois State Board of Education.

Recommendation

The Administration recommends that the Board of Education approve the Consolidated District Plan as presented.

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: May 21, 2026

Subject: **Payables Reports**
Board of Education Meeting, May 21, 2026
Finance Committee

The Administration is seeking to move the following reports forward for action at the next Board Meeting. All of the reports below were presented at the May 7, 2026 Committee of the Whole Meeting.

Purchase Orders - Purchase orders issued from April 1, 2026 to April 30, 2026 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. Purchase orders total $611,939.28

Accounts Payable - Open accounts payable for which the Board has not approved purchase orders (i.e. employee reimbursements, refunds for fees, etc.). Accounts payable total $6,685.00.

Imprest Checks Issued - Payments made through May 1, 2026 for which the Board had not previously approved purchase orders. Imprest checks total $88,510.99.

RECOMMENDATION
The Finance Committee, which met on May 7, 2026, recommends the Board of Education approve the above-referenced Payables at the May 21, 2026 Regular Board meeting.

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: May 21, 2026

Subject: **Revenue Contract Approval**
Board of Education Meeting – May 21, 2026
Finance Committee

Presented are Fundraising/Crowdfunding Authorization forms for the organizations listed below.

Organization Benefited	Vendor	Net Revenue
Raiders Dance Team	Raise365	$8,000
Huntley Football	Effinger Consulting	$85,000

RECOMMENDATION
The Finance Committee recommends the Board of Education approve the Fundraising/Crowdfunding Authorization forms at the May 21, 2026 Regular Board Meeting.

Fundraising Authorization Form

Fiscal Services

All fundraising activities for school organizations require pre-approval. Please complete this form ***in its entirety*** and submit it to your Athletic / Activities Director (as applicable) and Building Principal a minimum of 45 days before the desired starting date of the event. The Building Principal will then send all documents to the Chief Financial Officer.

Today's Date: 4/6/2026 School: HuntleyHighSchool

Name of School Organization: Raiders Dance Team

Sponsor / Coach's Name: Cadence Niccum Phone: 8476596695

Start Date of Event: June 2nd End Date of Event: July 2nd

Anticipated Revenue and Approximate Value of Non-Monetary Items / Compensation: $ 8,000

Type of Sale / Event: Donation Based Fundraiser

Will a Vendor Be Used: ☒ Yes* ☐ No **** Attach all contracts and agreements to this form.***

Name of Vendor or Crowdfunding Platform (if applicable): Raise365

Crowdfunding Platform Website (if applicable): Raise365

Type of Product or Service Provided by Vendor: Team Donation Page

What will the funds be used for? MUST BE SPECIFIC

Funds will pay for Uniforms fillers- if the team does not have enough uniforms for dancers.
Funds will pay for Home IHSA Competition including: marley floor rental, DJ, Judges fees, catering.
Funds will assist in paying for the Team to attend UDA Nationals in Florida. Paying for flight, travel, Varsity hotel bundle, dance fees.
Funds will pay for Football game accessories and attire.

Activity Account Number: 19 E 9999 0000 02 305 951200

Account Name: Huntley Dance Team

Submit completed forms with attachments to the Chief Financial Officer. A signed copy will be returned to you indicating approval or non-approval for fundraisers that require Board approval (over $1,000).

Cadence Niccum — Sponsor / Coach Signature — Date 04/08/26

Athletic / Activities Director Signature — Date 4/8/26

Principal Signature – *I certify that it is at least 45 days before the event's desired start date.* — Date 4.10.26

Chief Financial Officer Signature — Date

* Public Act 94-0714 requires all contracts and agreements that pertain to goods and services that are intended to generate additional revenue and other remunerations for the school district in excess of $1,000.00 be approved by the board.

☐ Superintendent's Copy ☐ Fiscal Services Copy Date of Board Approval: _____

Adrenaline Fundraiser Agreement
(Raise 365)

_____ d/b/a Adrenaline Fundraising ("Adrenaline" herein) and Organization identified below enter into the following Fundraiser Agreement ("Agreement") for the purpose of providing an Adrenaline Fundraising Program ("Program") designed to facilitate Organization's fundraising efforts, using the Raise 365 Platform

1. **Program terms.** Adrenaline and Organization agree to use the Raise 365 Fundraiser system to facilitate the fundraiser. Organization and Adrenaline agree to the terms and conditions on the Raise 365 website. Organization agrees to the Date and Profit % stated below. In this agreement, "Profit %" means the percentage of the total funds raised that is payable to Organization.

2. **Adrenaline Obligations.**
   - Adrenaline agrees to use its best efforts to assist Organization with its fundraising efforts.
   - Adrenaline agrees, at its discretion, to provide training and incentives to individuals involved in the fundraising process along with program materials appropriate to facilitate Organization's fundraising efforts.
   - Adrenaline Representative will deliver payment to Organization within a reasonable amount of time.

3. **Organization Obligations.**
   - Organization confirms that it is not under a contractual obligation to participate in a competing non-Adrenaline fundraising program.
   - Organization agrees to allow Adrenaline reasonable access to Organization's facilities at mutually agreed upon times in order to conduct the Program.

4. **Intellectual Property Ownership and Product Distribution.** Adrenaline retains all intellectual property rights associated with the products but agrees to license these rights for the limited purpose of conducting the Program. Organization agrees not to disclose any forms, materials, technical information or methods employed by Adrenaline or intellectual property rights owned by Adrenaline for any purpose except in association with the Program absent Adrenaline's express written consent.

5. **Authorization and implementation.** Organization's representative hereby asserts that he/she understands the terms and conditions of the Agreement, agrees to be bound by them, and has the authority to bind Organization. Organization holds Adrenaline harmless of any liability regarding the actions of, and/or injuries to Program participants.

Adrenaline - Raise 365 Fundraiser				
Month	Day	Year	Time	Fundraiser Type
6	2	26	12:30	Donation

Length of Contract: ***1yr 2yr 3yr 4yr 5yr***

Profit Structure	
Total Raised	*Profit %* 80
Total Raised	*Profit %*

Cadence Niccum — Cadence Niccum - Coach — 4-9-26
Authorized Organization Representative (Signature) | Print Name & Title | Date

[signature] — Pete Mersagen (President) — 4-8-26
Authorized Adrenaline Representative (Signature) | Print Name & Title | Date

Information below is to be completed by Adrenaline sales representative			
School / Organization: Huntley High School	Group: Dance	Number of Students	Adrenaline record number
Address: 13719 Harmony Rd	City: Huntley	State: IL	Zip: 60142
Contact Name: Cadence Niccum	Best time to contact	Contact Phone Number	Contact email address

Fundraising Authorization Form

Fiscal Services

All fundraising activities for school organizations require pre-approval. Please complete this form ***in its entirety*** and submit it to your Athletic / Activities Director (as applicable) and Building Principal a minimum of **45 days before** the desired starting date of the event. The Building Principal will then send all documents to the Chief Financial Officer.

Today's Date: 4/8/26 School: Huntley HS

Name of School Organization: Huntley Football

Sponsor / Coach's Name: Michael Naymola Phone: 847-361-1734

Start Date of Event: 8/4/2026 End Date of Event: 8/13/26

Anticipated Revenue and Approximate Value of Non-Monetary Items / Compensation: $ 85,000 ✓

Type of Sale / Event: card sales ✓

Will a Vendor Be Used: ☒ Yes* ☐ No **** Attach all contracts and agreements to this form.***

Name of Vendor or Crowdfunding Platform (if applicable): Effinger consulting, LLC. Pro Level Fundraising ✓

Crowdfunding Platform Website (if applicable): N/A

Type of Product or Service Provided by Vendor: Safe and efficient fundraising for high school sports teams and activ

What will the funds be used for? MUST BE SPECIFIC

-New Uniforms (30K)
-Practice jerseys/pants/knee pads/mouth pieces (5K)
-newly painted helemets, helmet decals
-Hotels, food, and travel cost of Brownsburg summer camp overnight trip
-players practice packs (tee shirts/shorts/sweat shirts/sweat pants) 15K
-in season players apparel, pink out socks and tees
-Glazier clinic subscriptions
-football equipment...for example weights, sleds, plyo boxes, footballs, cones, agility bags
-food during the season on game days, end of year banquet, gifts, and food

Activity Account Number: 1 9 E 9 9 9 9 0 0 0 0 0 2 3 0 5 9 5 3 8 0 0

Account Name: Huntley Football

Submit completed forms with attachments to the Chief Financial Officer. A signed copy will be returned to you indicating approval or non-approval for fundraisers that require Board approval (over $1,000).

M. Naymola 4/8/26
Sponsor / Coach Signature Date

4/8/26
Athletic / Activities Director Signature Date

4.10.26
Principal Signature – *I certify that it is at least 45 days before the event's desired start date.* Date

4-15-26
Chief Financial Officer Signature Date

* Public Act 94-0714 requires all contracts and agreements that pertain to goods and services that are intended to generate additional revenue and other remunerations for the school district in excess of $1,000.00 be approved by the board.

☐ Superintendent's Copy ☐ Fiscal Services Copy Date of Board Approval: _____

This Fundraiser Agreement is made and entered into on the date indicated below, by and between Effinger Consulting (further known as EC) dba Pro Level Fundraising, and the Organization identified below. This Agreement will facilitate the fundraising efforts of Organization, commencing during the season listed below (see TERMS) for the purpose of providing a Fundraising Program.

Program Terms: EC and Organization agree to the Products, quantity and price as indicated in the TERMS section below. The profit terms for the Product are outlined below. Both parties agree that EC shall be the exclusive provider for this fundraiser for Organization for one year from the date of this Agreement.

EC Obligations: To use its best efforts to assist Organization with its fundraising efforts. At its discretion, to provide information and incentives to individuals involved in the fundraising process, along with program materials appropriate to facilitate Organization's fundraising efforts. To supply necessary Order Forms, product, or software for sale of the Product. EC procures 3rd-party software, and is not responsible for software integrity. To pay for product cost from the portion of proceeds invoiced to the group.

Organization Obligations: To use its best efforts to sell fundraising products at the specified price. Organization will permit EC to assist Organization in its fundraising efforts by operating the Program within a mutually agreeable timeframe and to allow EC reasonable access to Organization's facilities in order to conduct the Program. Organization agrees that payment is due within 2 weeks of the Reconciliation. Organization acknowledges EC may engage in fundraising activities with other organizations at the same time and with the same products and programs, and that such activity does not constitute a breach of EC's obligations under this Agreement. For the Products Organization purchases from EC, Organization agrees to pay EC all amounts Organization collects from the sale of either the Products minus the Organization's Profit Percentage. Organization shall be solely responsible to collect and remit to the appropriate taxing authorities any sales taxes, if required by state law. Organization retains any sales tax amounts collected from the sale of the Products. Organization agrees to pay 50% of the prizes awarded to athletes/participants.

Authorization and Implementation: Organization asserts that the person signing this Agreement understands the terms and conditions of the Agreement, agrees to be bound by them, and has the authority to bind the Organization. Organization holds EC harmless of any liability regarding the actions of, and/or injuries to Program participants. ~~Arizona~~ law shall govern this Agreement and any dispute shall fall within the jurisdiction of the federal and state courts located in Maricopa County, AZ. If any provision of the Agreement is deemed unenforceable; all other provisions shall remain in full force and effect to the extent practicable.

ILLINOIS
M.A.
5-19-26

School/Organization: Huntley HS Group Name: Football # of Participants: 190

Address/Delivery Loc: 13719 Harmony Rd City Huntley State IL ZIP 60142 Fundraiser Season: Fall

Email: mnaymola@district158.org Phone: 847-361-1734 Quantity: 7000 Retail Price: $25 MoneyDolly: Yes

Premium Payout Schedule: Discount Cards – 75% Donations – 75%

Mnaymola
Organization Representative

Mike Naymola HFBC
Print Name and Title

4-20-26
Date

Fundraiser Rep: Michael Effinger Cell#: 480-352-3779

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

DATE: May 21, 2026

TO: Board of Education and Administration

FROM: Kevin Lindquist, Director of Operations & Maintenance

RE: GSF USA, Inc. 3 Year Contract Extension **(A) Buildings and Ground Committee**
Board of Education meeting, May 21, 2026
Consent Agenda item

Background:
GSF USA, Inc. and Huntley Community School District 158 agreed to a three-year contract starting June 1, 2023 through May 31, 2026. The contract price for the first year was $2,301,385.17, with a 3% or CPI yearly increase, whichever is less.

Attached is the GSF USA Inc. proposal for a three-year contract extension for cleaning and support services to Huntley Community School District 158.

Recommendation:
The Administration requests that the Building Committee recommend that the Board of Education award the three-year contract extension to GSF USA, Inc in the amount of $2,525,939.41 with a 3% or CPI yearly increase, whichever is less, through May 31, 2029 at the May 21, 2026, Regular Board Meeting.

KL

Proposed pricing for 3 Year Contract

This Proposal dated March 18, 2026, and effective June 1, 2026, is entered into by and between **GSF USA, Inc.** ("Contractor"), and **Board of Education of HUNTLEY COMMUNITY SCHOOL DISTRICT 158**, on behalf of itself and for the benefit of its Affiliates (collectively "Company") and amends that certain Agreement, dated March 16, 2023 by and between Company and Contractor (collectively, the "Agreement"). All terms capitalized herein, but not defined herein, shall have the meanings ascribed to them in the Agreement.

The following recitals sets forth the basis of this Proposal and are made a part hereof:

RECITALS:

A. Pricing: The parties agree to a 3% or CPI increase, whichever is less.

Options A	2026-2027	2027-2028	2028-2029
Annual Contract	$ 2,525,939.41	$ 2,601,717.59	$ 2,679,769.12

B. Hourly rates for work requested by the District which is beyond the scope of service:

Year	Rate
2026-2027	$ 25.95

IN WITNESS WHEREOF, the parties have executed this Proposal as of the date and year first above written.

GSF USA, INC.

By:_____

David Jackson, General Manager

BOARD OF EDUCATION OF HUNTLEY COMMUNITY SCHOOL DISTRICT 158

By:_____

Huntley Community School District 158 – Board of Education
Personnel Report
May 21, 2026

2025-2026 Staff Retirements

Elaine Texidor Krause
- Teacher/Spanish/High School
- 11 Years of Service

John Kalas
- Teacher/Math/High School
- 17 Years of Service

Laura Trch
- Teacher/Special Education/Leggee
- 7 Years of Service

Jeanne Richards
- MTSS Interventionist/Chesak
- 23 Years of Service

Lori Precour
- Paraprofessional/LIGHT
- 18 Years of Service

Michele Arrigo
- Payroll Manager/District Office
- 2 Years of Service

Administration

Replacements	Location	Name	Salary	Effective Date
Associate Principal	High School	Justin Stroh (T)	$110,000.00	July 1, 2026
Director/Multilingual Curriculum	District Office	Nicole Rodrigo (N)	$125,000.00	July 1, 2026

Change in Assignment, Status or Position	Location	Name	Salary	Effective Date
Director of Curriculum	District Office	Brian Truax	$125,000.00	July 1, 2026
Director of Curriculum	District Office	Lindsay Spears	$125,000.00	July 1, 2026
Director of Curriculum	District Office	Jackelyn Allen	$130,000.00	July 1, 2026
Director of Curriculum	District Office	Paula Moan	$130,000.00	July 1, 2026

Resignations	Location	Name	Salary/Reason	Effective Date
Department Chair/ Social Studies	High School	Richard Kurek	$92,913.77/Voluntary	June 30, 2026
Dean	High School	Brooke Imber	$82,500.00/Voluntary	June 30, 2026

Huntley Community School District 158 – Board of Education
Personnel Report
May 21, 2026

Certified

New Position	Location	Name	Salary	Effective Date
Teacher/Second Grade	Mackeben	Brianna Ravagnie (N)	B0/3 $50,918.00	August 17, 2026
Teacher/EL	Heineman	Laura Komos (T)	M45/OS $117,218.47	August 17, 2026
Teacher/EL	Martin	Andrew Krupp (T)	M45/11 $76,512.00	August 17, 2026
Teacher/Fourth Grade	Martin	Lauren Hoeflicker (T)	M45/14 $82,395.00	August 17, 2026
Teacher/Fourth Grade	Martin	Tracy Aney (T)	M0/6 $60,230.00	August 17, 2026
Teacher/Special Education	Martin	Sherry Tietjen (N)	B0/10 $60,525.00	August 17, 2026
Teacher/Special Education	High School	Catherine McGinnis (N)	M45/17 $88,730.00	August 17, 2026
Teacher/Special Education	LIGHT	Jennifer Slad (T)	M0/15 $75,219.00	August 17, 2026

Replacements	Location	Name	Salary	Effective Date
MTSS Interventionist	Conley & Mackeben	Kelly Fusco (T)	M45/24 $105,472.00	August 17, 2026
Instructional Coach	Martin & Chesak	Elizabeth Casas (T)	B36/8 $61,586.00	August 17, 2026
Teacher/Fifth Grade	Leggee	Justin Oliver (N)	M0/3 $55,930.00	August 17, 2026
Teacher/First Grade	Mackeben	Alyssa Kent (T)	B0/1 $48,464.00	August 17, 2026
Teacher/Fifth Grade/ Dual Language	Martin	Kylie Mulvey (T)	M12/9 $66,645.00	August 17, 2026
Teacher/English	High School	Emma Halfman (N)	B0/2 $49,676.00	August 17, 2026
Teacher/CTE	High School	Michael Burton (N)	B0/3 $50,918.00	August 17, 2026
Psychologist	High School	Stephanie Diaz (N)	M45/16 $86,566.00	August 17, 2026
Teacher/Special Education	High School	Krystine Lange (N)	M0/7 $61,736.00	August 17, 2026
Teacher/Special Education	Chesak	Isabella Milosch (N)	B0/1 $48,464.00	August 17, 2026
Teacher/Special Education	Conley	Whitney Secor (T)	M45/11 $76,512.00	August 17, 2026
Teacher/Fifth Grade	Conley	Hannah Jenig (N)	B0/2 $49,676.00	August 17, 2026
Psychologist	Marlowe	Breanna Miller (N)	M45/5 $65,976.00	August 17, 2026

Resignations	Location	Name	Salary/Reason	Effective Date
Teacher/Special Education	Mackeben	Magen Berg	$72,121.00/Voluntary	May 22, 2026
Teacher/Literacy	Heineman	Jenna Boyd	$51,168.00/Voluntary	May 22, 2026
Teacher/Science	Marlowe	Amanda Geiger	$66,646.00/Voluntary	May 22, 2026

(N) = New Staff
(T) = Transfer of existing

Teacher/Orchestra	High School	Jeffrey Rollins	$60,378.00/Voluntary	May 22, 2026
Teacher/Social Studies	High School	Gibson Danekas	$66,646.00/Voluntary	May 22, 2026
Teacher/ESL	High School	Sophia Devdariani	$56,340.00/Voluntary	Never Started
Teacher/Spanish	High School	Christina Fortes	$49,920.00/Voluntary	May 22, 2026
Teacher/Spanish	High School	Elaine Texidor Krause	$79,221.45/Retirement	May 22, 2026
Teacher/Math	High School	John Kalas	$104,453.00/Retirement	May 22, 2026
Teacher/Special Education	Leggee	Laura Trch	$68,312.00/Retirement	May 22, 2026
MTSS Interventionist	Chesak	Jeanne Richards	$100,109.48/Retirement	May 22, 2026

HEA Retirement Incentive

Resignations	Location	Name	Effective Date: Last Day of School
Counselor	Heineman	Paul Nordan	2029-30 School Year
Teacher/Science	Heineman	Elizabeth Richardson	2029-30 School Year
Teacher/English	High School	Rochelle Hewlett	2029-30 School Year
Teacher/Social Studies	High School	Jay Teagle	2029-30 School Year

Educational Support

New Position	Location	Name	Salary	Effective Date
Paraprofessional	Conley	Abigail Hay (T)	$18.12 per hour	August 17, 2026

Replacements	Location	Name	Salary	Effective Date
Bus Driver	Transportation	Holly Jefferson (N)	$22.58 per hour	May 5, 2026
Network Technician 1	Heineman	Logan Bennett (N)	$24.00 per hour	May 19, 2026
Payroll Manager	District Office	Kristyn Rodriguez (T)	$5,261.48 (prorated to 19 days)	June 4, 2026
Payroll Manager	District Office	Kristyn Rodriguez (T)	$72,000.00	July 1, 2026

Change in Assignment, Status or Position	Location	Name	Salary	Effective Date
Nurse	Leggee	Emilie Peters	$31.93 per hour	August 17, 2026
Nurse	Heineman	Stella Cosgray	$32.43 per hour	August 17, 2026

Huntley Community School District 158 – Board of Education
Personnel Report
May 21, 2026

Resignations	Location	Name	Salary/Reason	Effective Date
Cook	Marlowe	Wioleta Czerniawski	$16.43 per hour/ Voluntary	May 22, 2026
Elementary Supervisor	Conley	Jamie Norup	$16.28 per hour/ Voluntary	May 22, 2026
Elementary Supervisor	Martin	Ana Guzman	$16.28 per hour/ Voluntary	May 22, 2026
Paraprofessional	ECC	Gabriela Goitia Vazquez	$18.00 per hour/ Voluntary	May 15, 2026
Paraprofessional	Chesak	William Geheren	$17.59 per hour/ Voluntary	May 22, 2026
Paraprofessional/Job Coach	LIGHT	Brittany Otrembiak	$17.75 per hour/ Voluntary	April 16, 2026
Administrative Assistant	Mackeben	Kelly O'Donnell	$18.02 per hour/ Voluntary	April 30, 2026
Administrative Assistant	Heineman	Cyndi Mobeck	$17.76 per hour/ Voluntary	April 20, 2026
Administrative Assistant	Safety & Security/ Transportation	Susann Greco	$19.73 per hour/ Voluntary	May 29, 2026
Bus Driver	Transportation	Debra Danno	$23.82 per hour/ Voluntary	April 17, 2026
Paraprofessional	LIGHT	Lori Precour	$21.60 per hour/ Retirement	June 25, 2026
Payroll Manager	District Office	Michele Arrigo	$83,200.00/Retirement	June 3, 2026

Termination	Location	Name	Salary	Effective Date
Cook	Leggee	Hanaa Azzo	$16.28 per hour	May 5, 2026

Extra-Curricular

Sport/Activity	Home School	Name	Amount	Effective
Lacrosse - Boys (Asst)	Out of District	Michael Saccomanno	$4,281.00	2025-26 School Year
DECA (Trial Year 1)	High School	Jason Cooper	$300.00	2025-26 School Year
Gay-Straight Alliance (GSA) – (0.5)	High School	Angela Neuzil	$567.00	2025-26 School Year
Leos Club - (0.5)	High School	Courtney Howle	$787.00	2025-26 School Year
RAD (Trial Year 2)	High School	Michelle Mangan	$500.00	2025-26 School Year
Skills USA (Trial Year 1)	High School	Megan Messina	$300.00	2025-26 School Year
Women in STEM (Trial Year 1)	High School	Megan Messina	$300.00	2025-26 School Year
Women's Health in Sports (Trial Year 1)	High School	Erin Henricksen	$300.00	2025-26 School Year
Sundays with Seniors (Trial Year 2)	Leggee	Mary Bell	$500.00	2025-26 School Year

EdRising (0.5)	High School	Aurora Scarpaci	$1,081.50	2025-26 School Year
EdRising (0.5)	High School	Jaclynn Avner	$1,081.50	2025-26 School Year
Basketball – Girls (Asst)	Out of District	Bill Murmann	$4,883.00	2026-27 School Year
Basketball – Girls (Asst)	High School	Matt Banas	$6,319.00	2026-27 School Year
Football (Asst) – (0.5)	Out of District	James Berends	$2,441.50	2026-27 School Year
Child Find Team Leader	ECC	Kendra Chesney	$3,314.00	2026-27 School Year
OT/PT Team Leader	ECC	Emily Evenson	$2,630.00	2026-27 School Year
Psychologist Team Leader	ECC	Amy Brittain	$2,630.00	2026-27 School Year
SLP Team Leader – (0.5)	Martin	Jamie DeYoung	$1,500.00	2026-27 School Year
SLP Team Leader – (0.5)	Martin	Debra Ryan	$1,500.00	2026-27 School Year
Social Worker Team Leader	Mackeben	Emilie Stadtfeld	$2,504.00	2026-27 School Year
Vision & Hearing Team Leader	High School	Kateri Gullifor	$3,211.00	2026-27 School Year
Fifth Grade Team Leader	Leggee	Nicole Winston	$2,504.00	2026-27 School Year

Extra Days

Name	Job Title	Location	Extra Days 2026-2027
Jenny Capozziello	Nurse-HESPA	Chesak	8
Christine Laird	MTSS Facilitator	Chesak	2
Gina Griffith	Nurse-HESPA	Conley	6
Jenni Browne	MTSS Facilitator	Conley	2
Robin Maxwell	Instructional Technology TOSA	DO	25
Paul Nordan	Guidance Counselor	Heineman	5
Shannon Mansfield	Guidance Counselor	Heineman	5
Caryn Hursey	Nurse-HESPA	Heineman	6
Shilo DeYoung	MTSS Facilitator	Heineman	2
Stella Cosgray	Nurse-HESPA	Heineman	1
Lora Viers	Nurse-HEA	HHS	2
Lindsie Teson	Nurse-HESPA	HHS	6
Holly Bahling	Nurse-HESPA	HHS	6

Carolyn Frasor	Guidance Counselor	HHS	3
Julie Atchley	Guidance Counselor	HHS	3
Laura Martens	Guidance Counselor	HHS	3
Maureen Chambers	Guidance Counselor	HHS	3
Dean'na Caruso	Guidance Counselor	HHS	3
James Messina	Guidance Counselor	HHS	6
Samantha Skubak	Guidance Counselor	HHS	3
Toni Klein	Guidance Counselor	HHS	6
Karen Miller	Guidance Counselor	HHS	7
Danielle Rewiako	Guidance Counselor	HHS	7
Katie Pfligler	Guidance Counselor	HHS	6
Michele Busky	MTSS Facilitator	Leggee	2
Juliann Ossler	Nurse-HESPA	Leggee	9
Maggie Rodriguez	Nurse-HEA	Mackeben	5
Samantha Rosenthal	MTSS Facilitator	Mackeben	2
Jen Farr	Nurse-HESPA	Marlowe	5
Tracy Bucaro	Guidance Counselor	Marlowe	5
Katie Wuich	Guidance Counselor	Marlowe	5
Tamra Schuring	Guidance Counselor	Marlowe	5
Paula Blake	MTSS Facilitator	Marlowe	2
Erin Wagner	Assistive Technology Facilitator	Martin	5
Kristie Waters	Nurse-HESPA	Marlowe	5
Debi Ryan	SLP/AAC	Martin	5
Heidi Fish	Nurse-HESPA	Martin	4
Jennifer Raines	MTSS Facilitator	Martin	2
Sarah Lubas	Nurse-HESPA	Martin	3.5

Summer Positions

Position	Name	Amount	Effective Dates
ESY Teacher	Kalie Jarka	$3,240.00 / session	June 1-25, 2026
ESY Teacher	Patricia Krebs	$3,240.00 / session	June 1-25, 2026

ESY Teacher	Stephanie Winkelman	$3,240.00 / session	June 1-25, 2026
ESY Teacher	Kelly Walsh	$3,240.00 / session	June 1-25, 2026
ESY Teacher	Amy Tetrev	$3,240.00 / session	June 1-25, 2026
ESY Teacher	Elizabeth Shields	$3,240.00 / session	June 1-25, 2026
ESY Teacher	Keely Grasse	$3,240.00 / session	June 1-25, 2026
ESY Teacher	McKenzie Weinberg	$3,240.00 / session	June 1-25, 2026
ESY Teacher	Karen Parchutz	$3,240.00 / session	June 1-25, 2026
ESY Teacher	Samantha Riesen	$3,240.00 / session	June 1-25, 2026
ESY Teacher	Kevin Ross	$3,240.00 / session	June 1-25, 2026
ESY Teacher	Kelley Whalen	$3,240.00 / session	June 1-25, 2026
ESY Teacher	Anne Moersfelder	$3,240.00 / session	June 1-25, 2026
ESY Teacher	Kathleen Lewandowski	$3,240.00 / session	June 1-25, 2026
ESY Teacher	Isabella Fish	$3,240.00 / session	June 1-25, 2026
ESY Teacher	Christina Naimoli-Ginter	$3,240.00 / session	June 1-25, 2026
ESY Teacher	Nicholas Gulotta	$3,240.00 / session	June 1-25, 2026
ESY Social Worker	Andrea Swanson	$3,240.00 / session	June 1-25, 2026
ESY Social Worker	Kim Kowalski	$3,240.00 / session	June 1-25, 2026
ESY Social Worker	Emilie Stadtfeld	$3,240.00 / session	June 1-25, 2026
ESY Social Worker	Cara Contreras	$3,240.00 / session	June 1-25, 2026
ESY SLP	Erika Whalen	$3,240.00 / session	June 1-25, 2026
ESY SLP	Tonya Moran	$3,240.00 / session	June 1-25, 2026
ESY Occupational Therapist	Marlene Vogt	$64.97 per hour	June 1-25, 2026
ESY Hearing Itinerant	Jill Kelly	$79.16 per hour	June 1-25, 2026
ESY Nurse	Heidi Fish	$45.00 per hour	June 1-25, 2026
ESY Nurse	Gina Griffith	$45.00 per hour	June 1-25, 2026
ESY Paraprofessional	Jesal Desai	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Jessica Pleasant	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Laura Martinez	$25.00 per hour	June 1-25, 2026

ESY Paraprofessional	Francene Robb	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Shelly Goettelmann	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Valerie Jackson	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Kathryn Burns	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Cheryl Davis	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Christine Normington	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Sheila Wolch	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Peggy Fricilone	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Cheryl Sula	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Hillary Zurek	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Hatice Oner	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Kayla McElfresh	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Alec McClintock	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Jeanine Schmidt	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Cynthia Murphy	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Alyssa Starkey	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	SuzAnn Leis	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Sheila Marcinkiewicz	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Denise Zamudio	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Jennifer Christiansen	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Theodora Kossivas	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Wioletta Krawcewicz	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Stella Duchon	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Jane Daffron	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Thajika Subasinghege	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Kristen Belin	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Chasity Mathis	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Lori Precour	$25.00 per hour	June 1-25, 2026

ESY Paraprofessional	Robyn Hinson-Coyle	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Dorota Trela	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Elise Zarate	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Tania Santiago	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Marcie Nosek	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Fnu Shalini Shruti	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Tracy Sarcinelli	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Erica Garcia	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Madalyn Marino	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Sylwia Milostan	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Vincenza Rossi	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Jennifer Pharis	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Eileen Minick	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Amanda Kenney	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Jennifer Doonan	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Zahie Lara	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Rebecca Boniak	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Lisa Larkin	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Kristi Gumucio	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Lee Stiff	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Sarah Tunzi	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Kateryna Skrypnyk	$25.00 per hour	June 1-25, 2026
ESY Paraprofessional	Senbagam Sabarinath	$25.00 per hour	June 1-25, 2026

Resignations	Name	Salary/Reason	Effective Date
Elementary Summer School Teacher	Jennifer Bowie	$3,240.00 / session / Voluntary	Never Started

Mandated Leaves

Type	Location	Number of Staff
FMLA	ECC	1
FMLA	Conley	1
FMLA	Martin	2
FMLA	Heineman	2
FMLA	Marlowe	2
FMLA	High School	2

Non-Mandated Leaves

Type	Location	Number of Staff
Medical	Martin	1
Medical	Transportation	1

HUNTLEY
COMMUNITY SCHOOL DISTRICT 158

Huntley Community School District 158

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

Date: May 21, 2026

To: Board of Education

From: Adam Zehr, Associate Superintendent

Subject: FY27 Rate Increase Recommendations for Non-Union Employees and Administrators

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Executive Summary

Each year the Board of Education approves the recommendation for rate changes to the non-union support staff/professional staff and the administrative staff. The administrative recommendations for rate increases are as follows:

- Employees classified as Occupational Therapists and Physical Therapists will reflect the language in the HEA contract.
- Employees classified as At-Will receive a 3% increase.
- The Elementary Supervisor and Lunchroom Recess Supervisor (LRS) base hourly rate will equal the base hourly rate of the Student Assistant/Bus Aide in the HESPA contract ($16.69).
- Mobile Technician base hourly rate will equal the base hourly rate of the Paraprofessional in the HESPA contract ($18.03).
- Employees on annual or multi-year contracts receive a 3% increase.

Learning and Innovation Department Update

During the 2025–2026 school year, the Learning and Innovation Department operated with a total of seven directors. In an effort to streamline operations and optimize resources, the department is reducing two full-time positions heading into the upcoming school year. The new model is designed to align with district goals. Under this new model three directors will report to the Assistant Superintendent for Learning and Innovation, while two directors will report to the Assistant Superintendent for Special Services. Salary adjustments for these directors are reflected in the personnel report.

Recommendation

Seeking approval of the Board of the proposed rate increases for non-union employees as presented.

Huntley Community School District 158

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

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: May 21, 2026

Subject: **Supplemental Purchase Order Summary**
Board of Education Meeting, May 21, 2026
Action Items

Attached is a list of purchase order requests submitted after the last committee meeting for Board approval, totaling $284,600.78.

RECOMMENDATION
Administration recommends the Board of Education approve the Supplemental Purchase Orders Report at the May 21, 2026 Regular Board meeting.

Purchase Order Listing - BOARD

HUNTLEY CONS SCHOOL DIST 158

PO Request	PO Number	PO Description	Fiscal Year	Amount
1ST Ayd Corporation				
1162	507260038	Invoice | Bus parts	2025-2026	739.26
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Bus parts	*1.00*	*739.26000 40 E 2554 4100 00 500 000000*	*FLEET SUPPLIES*	*739.26*
			Total for 1ST Ayd Corporation	**739.26**
A Parts Warehouse				
1187	507260050	Invoice | Bus parts	2025-2026	112.10
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Bus parts	*1.00*	*112.10000 40 E 2554 4100 00 500 000000*	*FLEET SUPPLIES*	*112.10*
			Total for A Parts Warehouse	**112.10**
Advantage Mechanical Inc				
1206	508260070	Quote 5-13-26 Mackeben- Hot water heater repair	2025-2026	1,338.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Quote 5-13-26 Mackeben- Hot water	*1.00*	*1,338.00000 20 E 2542 3230 00 500 000000*	*REPAIRS/MAINT*	*1,338.00*
			Total for Advantage Mechanical Inc	**1,338.00**
Airgas USA LLC				
1172	507260047	Invoice | Lease renewal	2025-2026	572.59
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Lease renewal	*1.00*	*572.59000 40 E 2552 6400 00 500 000000*	*DUES & FEES*	*572.59*
			Total for Airgas USA LLC	**572.59**

Purchase Order Listing - BOARD

PO Request	PO Number	PO Description	Fiscal Year	Amount
Alternative Repair Systems				
1136	508260054	RUSH Quote 5-6-26 Condenser Tank Belzona Repair	2025-2026	5,950.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
RUSH Quote 5-6-26 Condenser Tank	*1.00*	*5,950.00000 20 E 2542 3230 00 500 000000*	*REPAIRS/MAINT*	*5,950.00*
			Total for Alternative Repair Systems	**5,950.00**
Anderson Lock Co Inc				
1176	503260020	Invoice | AX16 Cores	2025-2026	323.55
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
AX16 Cores - quantity 3	*1.00*	*323.55000 10 E 2546 4120 00 500 000000*	*CAMPUS*	*323.55*
			Total for Anderson Lock Co Inc	**323.55**
Applied Maintenance				
1099	507260030	Invoice | Bus parts	2025-2026	855.38
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Bus parts	*1.00*	*855.38000 40 E 2554 4100 00 500 000000*	*FLEET SUPPLIES*	*855.38*
			Total for Applied Maintenance	**855.38**
Auto Tech Centers Inc				
1101	507260031	Invoice | Repair flat tire	2025-2026	29.90
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Repair flat tire PEV 5	*1.00*	*29.90000 40 E 2550 3230 00 500 000000*	*REPAIRS AND*	*29.90*
1173	507260048	Van repairs - tire install	2025-2026	147.89
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Van repairs - tire install	*1.00*	*147.89000 40 E 2550 3230 00 500 000000*	*REPAIRS AND*	*147.89*
			Total for Auto Tech Centers Inc	**177.79**

Purchase Order Listing - BOARD

PO Request	PO Number	PO Description	Fiscal Year	Amount
Baycom Inc				
1096	503260015	Quote | Phase 2 of ERRCS project	2025-2026	24,090.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Phase 2 of ERRCS project	*1.00*	*24,090.00000 10 E 2546 5400 00 500 000000*	*SECURITY OFFICER*	*24,090.00*
			Total for Baycom Inc	**24,090.00**
Brucker Company				
1123	508260052	Quote 4-22-26 Air Filters	2025-2026	20,858.40
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Quote 4-22-26 Air Filters	*1.00*	*20,858.40000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*20,858.40*
			Total for Brucker Company	**20,858.40**
CDW Government Inc				
1118	504260006	Quote #PWGD575 Fortinet Custom Coterm	2025-2026	399.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Fortinet Custom Coterm	*1.00*	*399.00000 10 E 2660 3190 61 504 000000*	*SOFTWARE*	*399.00*
1119	504260007	Quote #PWDJ506 Acer Chromebox Google Chrome Education Upgrade	2025-2026	300.22
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Acer Chromebox	*1.00*	*300.22000 10 E 2660 4900 00 504 000000*	*INVENTORIABLE*	*300.22*
			Total for CDW Government Inc	**699.22**

PO Request	PO Number	PO Description	Fiscal Year	Amount
Cengage Learning				
1161	505260030	Quote | AP Physics K12 Print + Digital Bundle - Quote#00147241 New Adoption	2025-2026	10,063.35

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
K12 Print + Digital Bundle: Physics for	*30.00*	*304.95000 10 E 1100 4230 00 505 000000*	*NEW ADOPTION 6-12*	*9,148.50*
Processing Fee	*1.00*	*914.85000 10 E 1100 4230 00 505 000000*	*NEW ADOPTION 6-12*	*914.85*

Total for Cengage Learning **10,063.35**

Crystal Lake School District 47				
1195	509260049	(18A) Invoice #26-AU029	2025-2026	543.75

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
(18A) Invoice #26-AU029	*1.00*	*543.75000 10 E 4120 3100 92 509 460000*	*IDEA PAYMENTS TO*	*543.75*

Total for Crystal Lake School District 47 **543.75**

Dreisilker Electric Motors Inc				
1149	508260057	Invoice #I54761 5-6-26 Bit #1 Phillips-1/4 and 1/4" X 5"/16" Offset Rev. Ratchet Wrench	2025-2026	24.88

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
Invoice #I54761 5-6-26 Bit #1 Phillips-	*1.00*	*24.88000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*24.88*

1208	508260071	Invoice #919789 1/3HP 1725RPM 115V OPDP BB Resil Auto OL Marathon	2025-2026	242.42

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Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
Invoice #919789 1/3HP 1725RPM 115V	*1.00*	*242.42000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*242.42*

Total for Dreisilker Electric Motors Inc **267.30**

PO Request	PO Number	PO Description	Fiscal Year	Amount
DuPage Federation on Human Services				
1211		Inv 13115 April charges for Language Line phone interpretation usage; Gen Ed & Special Ed	2025-2026	590.15

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
Inv 13115 April Language Line charges	*1.00*	*590.15000 10 E 1200 3100 92 509 460000*	*IDEA GENERAL*	*308.95*
Inv 13115 April Language Line charges	*1.00*	*590.15000 10 E 2210 3100 84 500 490000*	*TITLE III LIPLEPS PUR*	*281.20*

Total for DuPage Federation on Human Services **590.15**

PO Request	PO Number	PO Description	Fiscal Year	Amount
Elemental Solutions LLC				
1183	508260061	Invoice #7592 4-22-26 10 Micron Wound Tin Core	2025-2026	1,080.00

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
Invoice #7592 4-22-26 10 Micron	*180.00*	*6.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*1,080.00*

Total for Elemental Solutions LLC **1,080.00**

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Purchase Order Listing - BOARD

PO Request	PO Number	PO Description	Fiscal Year	Amount
Grainger				
1098	508260048	Invoice #9854533396 3-25-26 Fittings	2025-2026	81.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Invoice #9854533396 3-25-26 Fittings	*15.00*	*5.40000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*81.00*
1100	508260049	Invoice #9883253289 4-17-26 Hydrant Parts Repair Kit Vacumn Breakers	2025-2026	220.96
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Invoice #9883253289 4-17-26 Hydrant	*4.00*	*55.24000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*220.96*
1203	508260068	Invoice #9903571652 5-4-26 Nitrogen Analyzer	2025-2026	503.30
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Invoice #9903571652 5-4-26 Nitrogen	*1.00*	*503.30000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*503.30*
1204	508260069	Invoice #9901958554 5-4-26 Flashing Flat Roof	2025-2026	162.89
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Invoice #9901958554 5-4-26 Flashing	*1.00*	*162.89000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*162.89*
			Total for Grainger	**968.15**
GSF USA Inc				
1117	508260051	Invoice #INR081317 4-10-26 Day custodian extra hours	2025-2026	4,844.52
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Invoice #INR081317 4-10-26 Day	*1.00*	*4,844.52000 20 E 2542 3200 00 500 000000*	*CONTRACTUAL*	*4,844.52*
1138	508260055	Invoice #INR081815 5-6-26 Huntley Extra Hours- Day Custodian	2025-2026	2,045.88
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Invoice #INR081815 5-6-26 Huntley	*1.00*	*2,045.88000 20 E 2542 3200 00 500 000000*	*CONTRACTUAL*	*2,045.88*
			Total for GSF USA Inc	**6,890.40**

PO Request	PO Number	PO Description	Fiscal Year	Amount
Hayden Construction and Service Co				
1154	508260059	Invoice #LM61 5-6-26 Inspections and Service Repairs for Bleachers for all schools	2025-2026	15,900.00

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
Invoice #LM61 5-6-26 Inspections and	*1.00*	*15,900.00000 20 E 2542 3900 00 500 000000*	*OTHER PURCHASED*	*15,900.00*

Total for Hayden Construction and Service Co **15,900.00**

IASB

1221		IASB active membership dues	2025-2026	12,734.00

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
IASB membership dues	*1.00*	*12,734.00000 10 E 2310 6400 00 510 000000*	*DUES & FEES BOARD*	*12,734.00*

1222		Bus to Advocacy day for Paul Troy	2025-2026	25.00

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
bus to Advocacy day for Paul Troy	*1.00*	*25.00000 10 E 2310 3320 00 510 000000*	*TRAVEL BOARD*	*25.00*

Total for IASB **12,759.00**

Illinois Office of the State Fire Marshal

1182	508260062	Invoice #10009911 5-4-26 Fees for Inspection Certificates- Admin/Transportation Bldg	2025-2026	140.00

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
Invoice #10009911 5-4-26 Fees for	*1.00*	*70.00000 20 E 2542 3900 00 500 000000*	*OTHER PURCHASED*	*70.00*
Invoice #10009911 5-4-26 Fees for	*1.00*	*70.00000 20 E 2542 3900 00 500 000000*	*OTHER PURCHASED*	*70.00*

Total for Illinois Office of the State Fire Marshal **140.00**

PO Request	PO Number	PO Description	Fiscal Year	Amount
Illinois Tollway Violation				
1108	507260036	Invoice | Toll violation	2025-2026	57.35
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Toll violation - Lic #118035SB	*1.00*	*57.35000 40 E 2552 6400 00 500 000000*	*DUES & FEES*	*57.35*
1109	507260037	Invoice | Toll violation	2025-2026	20.90
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Toll violation - Lic #109517SB	*1.00*	*20.90000 40 E 2552 6400 00 500 000000*	*DUES & FEES*	*20.90*
1167	507260043	Invoice | Toll violation - LIC 118692SB	2025-2026	32.05
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Toll violation - LIC 118692SB	*1.00*	*32.05000 40 E 2552 6400 00 500 000000*	*DUES & FEES*	*32.05*
			Total for Illinois Tollway Violation	**110.30**
Image 360				
1113	305260005	Invoice | Boosters banner	2025-2026	93.60
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Boosters Banner for outside Stadium	*1.00*	*93.60000 10 E 1500 3200 00 305 000000*	*HHS ATHLETICS*	*93.60*
			Total for Image 360	**93.60**
Intellistack				
1158	505260029	Invoice#INV01376345 Intellistack Annual Charge Participant Users/Teams/Forms Workflows 3/1/26-2/28/27 General Purch Services	2025-2026	9,390.12 300
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Intellistack Participant Users/Formstack	*1.00*	*9,390.12000 10 E 2212 3100 00 505 000000*	*CURRICLUM GEN PUR*	*9,390.12*
			Total for Intellistack	**9,390.12**

PO Request	PO Number	PO Description	Fiscal Year	Amount
Landmark Contractors Inc				
1143	508260056	Invoice #202609.01 5-7-26 Chesak Concrete Repair	2025-2026	9,328.40

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
Invoice #202609.01 5-7-26 Chesak	*1.00*	*9,328.40000 20 E 2542 3230 00 500 000000*	*REPAIRS/MAINT*	*9,328.40*

Total for Landmark Contractors Inc **9,328.40**

Language Testing International				
1205		Invoice # L110164-IN Dated 5/10/26 - AAPPL Testing for 52 students in April, 2026	2025-2026	379.50

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
Invoice # L110164-IN Dated 5/10/26 -	*1.00*	*379.50000 10 E 1800 3900 82 505 000000*	*TBE/TPI INSTR PUR*	*379.50*

Total for Language Testing International **379.50**

LRS LLC				
1157	220260009	2 UNITS, 1X PER WEEK - UNIT RENTAL $295.00 1.00 $295.00 03Apr26-30Apr26	2025-2026	295.00

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
2 UNITS, 1X PER WEEK - UNIT	*1.00*	*295.00000 10 E 2410 4100 00 220 000000*	*OFFICE SUPPLIES*	*295.00*

Total for LRS LLC **295.00**

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PO Request	PO Number	PO Description	Fiscal Year	Amount
McHenry Specialties				
1155	300260019	Invoice 2026-361, 2026-362, 2026-364, 2026-365, 2026-367, 2026-369	2025-2026	1,232.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Invoice 2026-364 Choir Awards	*1.00*	*83.00000 10 E 1130 4100 12 300 000000*	*MUSIC SUPPLIES HS*	*83.00*
Invoice 2026-367 Orchestra Awards	*1.00*	*32.00000 10 E 1130 4100 12 300 000000*	*MUSIC SUPPLIES HS*	*32.00*
Invoice 2026-361 Fine Arts Academy	*5.00*	*5.00000 10 E 1130 4100 33 300 000000*	*ACADEMIES*	*25.00*
Invoice 2026-362 Engineering Academy	*1.00*	*208.50000 10 E 1130 4100 33 300 000000*	*ACADEMIES*	*208.50*
Invoice 2026-365 Global Academy	*1.00*	*107.00000 10 E 1130 4100 33 300 000000*	*ACADEMIES*	*107.00*
Invoice 2026-369 Medical Academy	*1.00*	*776.50000 10 E 1130 4100 33 300 000000*	*ACADEMIES*	*776.50*
1214	300260022	Invoice #2026-389 Retirement Binder Plates	2025-2026	70.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Retirement binder plate	*7.00*	*10.00000 10 E 2410 4900 00 300 000000*	*HS STAFF*	*70.00*
			Total for McHenry Specialties	**1,302.00**
MCSEEP				
1116	210260004	Invoice	2025-2026	1,050.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Invoice #260501 - 1050	*30.00*	*35.00000 10 E 1120 4100 00 210 000000*	*INST SUPPLIES*	*1,050.00*
			Total for MCSEEP	**1,050.00**
MCSEEP				
1115	110260002	Environmental education presentations	2025-2026	302 945.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Teaching Environmental Education	*1.00*	*945.00000 10 E 1110 4100 00 110 000000*	*INST SUPPLIES*	*945.00*
			Total for MCSEEP	**945.00**

PO Request	PO Number	PO Description	Fiscal Year	Amount
Murnane Paper Company				
1193	110260003	Quote: 1 pallet of paper	2025-2026	1,328.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
1 pallet of copy paper	*1.00*	*1,284.00000 10 E 2410 4100 00 110 000000*	*OFFICE SUPPLIES*	*1,284.00*
Shipping	*1.00*	*44.00000 10 E 2410 4100 00 110 000000*	*OFFICE SUPPLIES*	*44.00*
1191	300260021	Invoice #232649 Copy Paper	2025-2026	2,656.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Copy paper	*2.00*	*1,284.00000 10 E 2410 4100 00 300 000000*	*OFFICE SUPPLIES HS*	*2,568.00*
Shipping	*2.00*	*44.00000 10 E 2410 4100 00 300 000000*	*OFFICE SUPPLIES HS*	*88.00*
1121	504260008	Quote | Item #15-0185 Paper, Xerographic, White 20lb. Pallet (40 CS)	2025-2026	1,328.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Item #15-0185	*1.00*	*1,328.00000 10 E 2900 4100 00 504 000000*	*COPIER PAPER &*	*1,328.00*
			Total for Murnane Paper Company	**5,312.00**
Nelco				
1122	501260012	Invoice | Payroll Checks	2025-2026	704.88
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Payroll Checks	*1.00*	*704.88000 10 E 2520 4100 00 501 000000*	*SUPPLIES FISCAL*	*704.88*
			Total for Nelco	**704.88**
Neuro Educational Specialist				303
1198	509260052	(11L) Inv #3110, Consult on FBA	2025-2026	200.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
(11L) Inv #3110	*1.00*	*200.00000 10 E 2210 3140 92 509 460000*	*IDEA IMPR OF INSTR-*	*200.00*
			Total for Neuro Educational Specialist	**200.00**

Purchase Order Listing - BOARD

PO Request	PO Number	PO Description	Fiscal Year	Amount
NeuroRestorative				
1196	509260050	Invoice | April Tuition	2025-2026	12,700.38
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
[redacted]	*22.00*	*577.29000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*12,700.38*
1197	509260051	Invoice | April Room & Board	2025-2026	18,000.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
[redacted]	*30.00*	*600.00000 10 E 4120 6700 00 509 000000*	*SP ED ROOM &*	*18,000.00*
			Total for NeuroRestorative	**30,700.38**
Parkland Preparatory Academy Inc				
1125	509260043	April Tuition - Invoice #7642	2025-2026	5,011.20
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
[redacted]	*18.00*	*278.40000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*5,011.20*
			Total for Parkland Preparatory Academy Inc	**5,011.20**
Positive Behavior Supports Corp				
1199		April RBT & BCBA Home Services	2025-2026	4,612.50
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
[redacted]	*1.00*	*4,612.50000 10 E 1101 3100 00 506 000000*	*SUBSTITUTE*	*4,612.50*
			Total for Positive Behavior Supports Corp	**4,612.50**
				304
Pro Com Systems Inc				
1097	503260016	Quote | Proxy Cards	2025-2026	12,678.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Proxy cards - vertical	*1.00*	*12,678.00000 10 E 2546 5400 00 500 000000*	*SECURITY OFFICER*	*12,678.00*
			Total for Pro Com Systems Inc	**12,678.00**

Purchase Order Listing - BOARD

PO Request	PO Number	PO Description	Fiscal Year	Amount
Pro Com Systems Inc				
1120	504260005	Quote #5331 Data to new Scoreboards at HHS Project #26-LB-070	2025-2026	8,718.00

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
Data to New Scoreboards	*1.00*	*8,718.00000 10 E 2660 3900 00 504 000000*	*PURCHASED SERVICE*	*8,718.00*

Total for Pro Com Systems Inc **8,718.00**

Project Lead the Way				
1139	505260026	PLTW Online Training for Amanda Purkeypile - Event#61261146DM1 Design and Modeling 6/1/26-6/5/26	2025-2026	1,200.00

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
PLTW Online Training:	*1.00*	*1,200.00000 10 E 1130 3900 67 300 000000*	*PLTW PUR SVC 6-12*	*1,200.00*

Total for Project Lead the Way **1,200.00**

Raptor Technologies LLC				
1111	503260019	Quote | Raptor Visitor Management Annual Access Fee	2025-2026	7,297.50

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
Raptor Visitor Management Annual	*1.00*	*7,297.50000 10 E 2546 3900 00 500 000000*	*SECURITY OFFICER*	*7,297.50*

Total for Raptor Technologies LLC **7,297.50**

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Regional Office of Education				
1128	509260045	April Tuition - Invoice #158 FY26-2	2025-2026	990.00

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
[redacted]	*22.00*	*45.00000 10 E 4210 6700 00 511 000000*	*DIST HOSPITAL*	*990.00*

Total for Regional Office of Education **990.00**

Purchase Order Listing - BOARD

PO Request	PO Number	PO Description	Fiscal Year	Amount
Ruddy, Kerri				
1188	300260020	Invoice #051626 Graduation ASL Interpreting	2025-2026	225.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Graduation ASL Interpreting	*1.00*	*225.00000 10 E 2190 4100 00 300 000000*	*GRADUATION*	*225.00*
			Total for Ruddy, Kerri	**225.00**
Safety Kleen Systems Inc				
1103	507260033	Invoice | Fluids disposal	2025-2026	284.97
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Fluids disposal	*1.00*	*284.97000 40 E 2550 3100 00 500 000000*	*PROF & TECH*	*284.97*
			Total for Safety Kleen Systems Inc	**284.97**
School Health Corporation				
1189	210260005	Invoice	2025-2026	280.97
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Invoice # CINV000377877	*1.00*	*280.97000 10 E 1120 4100 50 210 000000*	*PE SUPPLIES*	*280.97*
1156	505260028	Quote QUO000084627/62012 Sourcewell Contract # 090925-SHC Welnet Service Renewal 1 year; P.E. Testing for Conley, Leggee, Martin	2025-2026	387.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Item 1040577PS Welnet Renewal 1	*3.00*	*129.00000 10 E 2212 3100 00 505 000000*	*CURRICLUM GEN PUR*	*387.00*
			Total for School Health Corporation	**667.97**

Purchase Order Listing - BOARD

PO Request	PO Number	PO Description	Fiscal Year	Amount
Service Printing Corporation				
1134	300260017	Invoice 37376 Graduation Programs	2025-2026	2,089.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Invoice 37376 Graduation Program	*1.00*	*2,089.00000 10 E 2190 4100 00 300 000000*	*GRADUATION*	*2,089.00*
			Total for Service Printing Corporation	**2,089.00**
Shaw Media				
1220		bus bid advertisement printed on 5/14/2026 in the Northwest Herald	2025-2026	128.06
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
bus bid advertisement printed on	*1.00*	*128.06000 10 E 2310 3500 00 510 000000*	*ADVERTISING BOARD*	*128.06*
			Total for Shaw Media	**128.06**
Special Education Services				
1131	509260047	April Tuition - Invoice # SESINV-059970	2025-2026	2,448.45
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
[redacted]	*9.00*	*272.05000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*2,448.45*
			Total for Special Education Services	**2,448.45**

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PO Request	PO Number	PO Description	Fiscal Year	Amount
Special Education Services				
1126	509260044	April Tuition - Invoice #SESINV-060038	2025-2026	15,681.75

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
[redacted]	*21.00*	*149.35000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*3,136.35*
[redacted]	*21.00*	*149.35000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*3,136.35*
[redacted]	*21.00*	*149.35000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*3,136.35*
[redacted]	*21.00*	*149.35000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*3,136.35*
[redacted]	*21.00*	*149.35000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*3,136.35*

Total for Special Education Services **15,681.75**

Special Education Systems Inc				
1130	509260046	April Transportation - Invoice# SYSINV-021071	2025-2026	695.34

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
[redacted]	*9.00*	*77.26000 10 E 4220 6700 00 509 000000*	*SP ED PRIVATE*	*695.34*

Total for Special Education Systems Inc **695.34**

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Purchase Order Listing - BOARD

PO Request	PO Number	PO Description	Fiscal Year	Amount
Stark & Son Trenching Inc				
1132	508260053	Invoice #57003 4-28-26 Chesak Excavate & vacumn all existing pipe and regrout	2025-2026	1,600.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Invoice #57003 4-28-26 Chesak	*1.00*	*1,600.00000 20 E 2542 3230 00 500 000000*	*REPAIRS/MAINT*	*1,600.00*
1184	508260063	Invoice #57016 5-12-26 Marlowe- Replaced fire hydrant damaged by vehicle traffic/Fire Hydrant replacement kit	2025-2026	1,326.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Invoice #57016 5-12-26 Marlowe	*2.00*	*375.00000 20 E 2549 3230 00 500 000000*	*INSURANCE CLAIM*	*750.00*
Invoice #57016 5-12-26 Marlowe-	*1.00*	*576.00000 20 E 2549 3230 00 500 000000*	*INSURANCE CLAIM*	*576.00*
1185	508260064	Invoice #57014 5-12-26 Heineman- Excavate around side perimeter of catch basin, clean interior to remove dirt/debris and cement & regrout	2025-2026	4,105.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Invoice #57014 5-12-26 Heineman-	*1.00*	*4,105.00000 20 E 2542 3230 00 500 000000*	*REPAIRS/MAINT*	*4,105.00*
			Total for Stark & Son Trenching Inc	**7,031.00**
Stepping Stones Group				
1129	506260010	April Invoice - #M0286146	2025-2026	5,376.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
[redacted]	*48.00*	*112.00000 10 E 1101 3100 00 506 000000*	*SUBSTITUTE*	*5,376.00*
			Total for Stepping Stones Group	**5,376.00**

PO Request	PO Number	PO Description	Fiscal Year	Amount
Sunrise Southwest LLC				
1174	507260049	Invoice | April 2026 transportation	2025-2026	3,941.52
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
April 2026 transportation	*1.00*	*3,941.52000 40 E 2552 3310 00 500 000000*	*CONTRACTED*	*3,941.52*
			Total for Sunrise Southwest LLC	**3,941.52**
Team Reil Inc				
1194	508260066	Invoice #25144 5-12-26 Martin Replacement Slide Legs and Installation	2025-2026	930.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Invoice #25144 5-12-26 Martin	*1.00*	*930.00000 20 E 2543 3230 00 500 000000*	*REPAIRS-GROUNDS*	*930.00*
			Total for Team Reil Inc	**930.00**
Thermosystems Building System				
1114	508260050	RUSH Quote# Q8344 Mackeben Rooftop Unit RTU3 repair	2025-2026	8,042.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
RUSH Quote# Q8344 Mackeben	*1.00*	*8,042.00000 20 E 2542 3230 00 500 000000*	*REPAIRS/MAINT*	*8,042.00*
1180	508260060	Invoice #19502 5-15-26 Admin, HHS, CES, MES Service Agreement 11/1/23-10/31/26 year 3 of 3	2025-2026	6,869.75
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Invoice #19502 5-15-26 Admin, HHS,	*1.00*	*6,869.75000 20 E 2542 3900 00 500 000000*	*OTHER PURCHASED*	*6,869.75*
1192	508260065	RUSH Quote #Q8481 5-12-26 Conley Expansion Valve Repair	2025-2026	3,533.23
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
RUSH Quote #Q8481 5-12-26 Conley	*1.00*	*3,533.23000 20 E 2542 3230 00 500 000000*	*REPAIRS/MAINT*	*3,533.23*
			Total for Thermosystems Building System	**18,444.98**

PO Request	PO Number	PO Description	Fiscal Year	Amount
Trane				
1153	508260058	Invoice receipt #21624992 Service wrench and adapter	2025-2026	36.00

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
Invoice receipt #21624992 Service	*1.00*	*36.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*36.00*

Total for Trane **36.00**

Tribe Country Farms Inc				
1133	502260017	Invoices | Tribe Country Farms Invoices # 7335 # 7334 # 7333	2025-2026	243.00

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
Paying Invoices Tribe Country Farms #	*1.00*	*60.75000 10 E 2560 3100 00 210 000000*	*CAFE PROF & TECH*	*60.75*
Paying Invoices Tribe Country Farms #	*1.00*	*74.25000 10 E 2560 4100 00 220 000000*	*CAFE SUPPLIES*	*74.25*
Paying Invoices Tribe Country Farms #	*1.00*	*108.00000 10 E 2560 4100 00 300 000000*	*CAFE SUPPLIES HS*	*108.00*

1219	502260018	Paying invoices Tribe Country Farms # 7369 # 7368	2025-2026	135.00

Description	*Quantity*	*Unit Cost Account*	*Account Description*	*Amount*
Tribe Country Farm # 7369	*1.00*	*60.75000 10 E 2560 4150 00 210 000000*	*CAFE FOOD*	*60.75*
Tribe Country Farm # 7368	*1.00*	*74.25000 10 E 2560 4150 00 220 000000*	*CAFE FOOD*	*74.25*

Total for Tribe Country Farms Inc **378.00**

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Purchase Order Listing - BOARD

PO Request	PO Number	PO Description	Fiscal Year	Amount
Unity School Bus Parts, Inc				
1104	507260034	Invoice | Bus parts	2025-2026	775.08
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Bus parts	*1.00*	*775.08000 40 E 2554 4100 00 500 000000*	*FLEET SUPPLIES*	*775.08*
1105	507260035	Invoice | Bus parts	2025-2026	36.12
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Bus parts	*1.00*	*36.12000 40 E 2554 4100 00 500 000000*	*FLEET SUPPLIES*	*36.12*
			Total for Unity School Bus Parts, Inc	**811.20**
Village of Huntley				
1106	503260017	Invoice | Before school patrol	2025-2026	393.75
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Before school patrol - [redacted] 3/1 -	*1.00*	*393.75000 20 E 2546 3100 00 300 000000*	*RESOURCE OFFICER*	*393.75*
1107	503260018	Invoice | HHS Track Meet OT	2025-2026	168.75
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
HHS Track Meet OT - [redacted]	*1.00*	*168.75000 20 E 2546 3100 00 300 000000*	*RESOURCE OFFICER*	*168.75*
1177	503260021	Invoice | HHS Prom OT - [redacted]	2025-2026	675.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
HHS Prom - [redacted] 4/25/2026	*1.00*	*675.00000 20 E 2546 3100 00 300 000000*	*RESOURCE OFFICER*	*675.00*
1178	503260022	Invoice | Before school patrol - [redacted]	2025-2026	421.88
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Before school patrol - [redacted]	*1.00*	*421.88000 20 E 2546 3100 00 300 000000*	*RESOURCE OFFICER*	*421.88*
			Total for Village of Huntley	**1,659.38**

Purchase Order Listing - BOARD

PO Request	PO Number	PO Description	Fiscal Year	Amount
Visions LLC				
1137	509260048	(5D) Invoice #97512| April Behavior Therapy	2025-2026	2,849.41
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
(5D) Invoice #97512	*28.75*	*99.11000 10 E 2130 3100 92 509 460000*	*IDEA HEALTH*	*2,849.41*
			Total for Visions LLC	**2,849.41**
Wallingford Sales Company				
1202	508260067	Quote 5-13-26 Sensor Kits	2025-2026	745.98
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
Quote 5-13-26 Sensor Kits	*2.00*	*355.49000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*710.98*
Shipping fee	*1.00*	*35.00000 20 E 2542 4100 00 500 000000*	*SUPPLIES B & G*	*35.00*
			Total for Wallingford Sales Company	**745.98**
Wenger Corporation				
1201	220260010	QUOTE 3395147 | For [redacted]	2025-2026	14,940.00
Description	***Quantity***	***Unit Cost Account***	***Account Description***	***Amount***
098K054	*6.00*	*2,203.50000 10 L 4910 0000 00 000 000000*	*DEFERRED REVENUE*	*13,221.00*
039C202	*3.00*	*573.00000 10 L 4910 0000 00 000 000000*	*DEFERRED REVENUE*	*1,719.00*
Freight	*1.00*	*0.00000 10 L 4910 0000 00 000 000000*	*DEFERRED REVENUE*	*0.00*
			Total for Wenger Corporation	**14,940.00**
			Purchase Order Grand Total:	**266,131.57**	**284,600.78**

Fund Totals	
10 - EDUCATIONAL FUND	185,427.68
20 - OPERATIONS & MAINTENANCE FUND	91,567.99
40 - TRANSPORTATION FUND	7,605.11
	284,600.78

Huntley Community School District 158

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

To: Board of Education and Administration

From: Mark Altmayer, Chief Financial Officer

Date: May 21, 2026

Subject: **Supplemental Accounts Payable Report**
Board of Education Meeting, May 21, 2026
Action Items

The attached report details outstanding accounts payable, including fee refunds and employee reimbursements, submitted after the last committee meeting for Board approval, totaling $22,732.32.

RECOMMENDATION
Administration recommends the Board of Education approve the Supplemental Accounts Payable Report at the May 21, 2026 Regular Board meeting.

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Altmayer, Mark W		ER-MA-051226	DG521	Travel Fiscal MDF Config Meeting Leadership institute - Itasca minus commute, Huntley Expo - Huntley park district, IASBO regional - Crystal Lake, IASBO Annual Conference - Peoria minus commute	05/12/2026		184.87

Detail Description	Detail Account	Accounting Percent	Detail Amount
Travel Fiscal MDF Config Meeting Leadership institute - Itasca minus commute, Huntley Expo - Huntley park district, IASBO regional - Crystal Lake, IASBO Annual Conference - Peoria minus commute	10 E 2520 3320 00 501 000000	100.0000%	184.87
		Total for Altmayer, Mark W:	**184.87**

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Baird, Brianna K		ER-BB-032026	DG521	Walmart Cooking Materials from 1/13-2/26/26	05/15/2026		58.43

Detail Description	Detail Account	Accounting Percent	Detail Amount
Walmart Cooking Materials from 1/13-2/26/26	10 E 3000 4100 92 509 460000	100.0000%	58.43
		Total for Baird, Brianna K:	**58.43**

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Bierma, Christian D		ER-CB-041626	DG521	Teacher Travel Leggee Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel	04/16/2026		47.19

Detail Description	Detail Account	Accounting Percent	Detail Amount
Teacher Travel Leggee Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel	10 E 1110 3320 00 100 000000	100.0000%	47.19
		Total for Bierma, Christian D:	**47.19**

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Cornell, Veronica		ER-VC-050526	DG521	LIGHT - Vine Street Vine St to ICTW Conference, Vine St to Pioneer Center, Vine St to MCC, Vine St to MCC, Vine St to MCC, Vine St to MCC	05/05/2026		311.47

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Vine St to ICTW Conference, Vine St to Pioneer Center, Vine St to MCC, Vine St to MCC, Vine St to MCC, Vine St to MCC	10 E 1200 3320 00 509 000000	100.0000%	311.47
		Total for Cornell, Veronica:	**311.47**

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Cornett, Brenda L		ER-BC-041326	DG521	LIGHT - Vine Street Vine St to Heritage Woods to Vine St, Vine St to HHS to Vine St, Vine St to Pet Supplies Plus to Vine St, HHS to ALOP to Vine St, Vine St to Heritage Woods to Vine St, Vine St to HHS to Vine St, Vine St to Chick-Fil-A to Vine St, Vine St to Able Light to Julie Ann's to Vine St, HHS to Vine St, Vine St to Pet Supplies Plus to Vine St, Vine St to Heritage Woods to Vine St, Vine St to HHS , Vine St to Chick-Fil-A to Vine St, Vine St to Holiday Inn to Vine St, Vine St to Able Light to Vine St, Vine St to Pet Supplies Plus to Lowes to Home Depot to Vine St, Vine St to Heritage Woods to Vine St, Vine St to ALOP to Vine St, Vine St to Holiday Inn to Vine St, Vine St to MCC to Able Light to Vine St, Vine St to Pet Supplies Plus to Vine St, Vine St to HHS, HHS to Vine St, Vine St to Heritage Woods to Vine St, Vine St to HHS to Vine St, Vine St to Holiday Inn to Vine St,	04/13/2026		168.58

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Vine St to Heritage Woods to Vine St, Vine St to HHS to Vine St, Vine St to Pet Supplies Plus to Vine St, HHS to ALOP to Vine St, Vine St to Heritage Woods to Vine St, Vine St to HHS to Vine St, Vine St to Chick-Fil-A to Vine St, Vine St to Able Light to Julie Ann's to Vine St, HHS to Vine St, Vine St to Pet Supplies Plus to Vine St, Vine St to Heritage Woods to Vine St, Vine St to HHS , Vine St to Chick-Fil-A to Vine St, Vine St to Holiday Inn to Vine St, Vine St to Able Light to Vine St, Vine St to Pet Supplies Plus to Lowes to Home Depot to Vine St, Vine St to Heritage Woods to Vine St, Vine St to ALOP to Vine St, Vine St to Holiday Inn to Vine St, Vine St to MCC to Able Light to Vine St, Vine St to Pet Supplies Plus to Vine St, Vine St to HHS, HHS to Vine St, Vine St to Heritage Woods to Vine St, Vine St to HHS to Vine St, Vine St to Holiday Inn to Vine St,	10 E 1200 3320 00 509 000000	100.0000%	168.58
			317
		Total for Cornett, Brenda L:	**168.58**

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Cramer, Kimberly M		ER-KC-050426	DG521	Teacher Travel Chesak Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel	05/04/2026		47.74

Detail Description	Detail Account	Accounting Percent	Detail Amount
Teacher Travel Chesak Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel	10 E 1110 3320 00 110 000000	100.0000%	26.04
Teacher Travel Chesak Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel	10 E 1110 3320 00 110 000000	100.0000%	21.70

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Cramer, Kimberly M		ER-KC-050428	DG521	Teacher Travel Chesak Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel	05/04/2026		19.53

Detail Description	Detail Account	Accounting Percent	Detail Amount
Teacher Travel Chesak Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel	10 E 1110 3320 00 110 000000	100.0000%	19.53

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Cramer, Kimberly M		ER-KC-050429	DG521	Teacher Travel Chesak Travel, Travel, Travel, Travel, Travel, Travel	05/04/2026		13.02

Detail Description	Detail Account	Accounting Percent	Detail Amount
Teacher Travel Chesak Travel, Travel, Travel, Travel, Travel, Travel	10 E 1110 3320 00 110 000000	100.0000%	13.02

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Cramer, Kimberly M		ER-KC-050430	DG521	Teacher Travel Chesak Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel	05/04/2026		28.21

Detail Description	Detail Account	Accounting Percent	Detail Amount
Teacher Travel Chesak Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel	10 E 1110 3320 00 110 000000	100.0000%	28.21

Total for Cramer, Kimberly M:	**108.50**

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Dean, Adam C		ER-AD-042826	DG521	Security Officer Travel January 2026 Mileage	04/28/2026		555.35

Detail Description	Detail Account	Accounting Percent	Detail Amount
Security Officer Travel January 2026 Mileage	10 E 2546 3320 00 500 000000	100.0000%	174.00
Security Officer Travel February 2026 Mileage	10 E 2546 3320 00 500 000000	100.0000%	169.65
Security Officer Travel March 2026 Mileage	10 E 2546 3320 00 500 000000	100.0000%	211.70

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Dean, Adam C		ER-AD-050126	DG521	Security Officer Travel April mileage	05/01/2026		169.65

Detail Description	Detail Account	Accounting Percent	Detail Amount
Security Officer Travel April mileage	10 E 2546 3320 00 500 000000	100.0000%	169.65

Total for Dean, Adam C:	**725.00**

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
DiSanti, Kylie M		ER-KD-042526	DG521	LIGHT - Vine Street 1100 W Higgins Rd Hoffman Estates, IL 60169 United States Special Olympics Track and Field	04/25/2026		31.90

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street 1100 W Higgins Rd Hoffman Estates, IL 60169 United States Special Olympics Track and Field	10 E 1200 3320 00 509 000000	100.0000%	31.90

Total for DiSanti, Kylie M: 31.90

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Duble, Molly		PR-MD-040926	DG521	Travel 2/20 & 3/3/26	05/15/2026		87.99

Detail Description	Detail Account	Accounting Percent	Detail Amount
Travel 2/20 & 3/03/26	10 E 1200 3320 00 509 000000	100.0000%	87.99

Total for Duble, Molly: 87.99

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Escudero, Michelle L		ED-ME-050526	DG521	Food Services Travel Kitchen subbing , Kitchen subbing, Kitchen subbing, Kitchen subbing, Kitchen subbing, Kitchen subbing, Kitchen subbing, Kitchen subbing, Kitchen subbing, Kitchen subbing	05/05/2026		87.00

Detail Description	Detail Account	Accounting Percent	Detail Amount
Food Services Travel Kitchen subbing , Kitchen subbing, Kitchen subbing, Kitchen subbing, Kitchen subbing, Kitchen subbing, Kitchen subbing, Kitchen subbing, Kitchen subbing, Kitchen subbing	10 E 2561 3320 00 500 000000	100.0000%	87.00

Total for Escudero, Michelle L: 87.00

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Fishman, Elizabeth		ER-EF-042826	DG521	Food/Snacks for Students after Top Golf Field Trip 4/27/26	05/15/2026		0.00

Total for Fishman, Elizabeth: 0.00

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Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Fitzgerald, Cynthia M		ER-CF-042326	DG521	LIGHT - Vine Street APE Daily Travel, APE Daily Travel, APE Daily Travel,

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Gill, Dede L		ER-DG-041526	DG521	LIGHT - Vine Street In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel	04/15/2026		57.28

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel	10 E 1200 3320 00 509 000000	100.0000%	57.28

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Gill, Dede L		ER-DG-050726	DG521	LIGHT - Vine Street In district travel, In district travel, In district travel , In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel	05/07/2026		66.70

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street In district travel, In district travel, In district travel , In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel, In district travel	10 E 1200 3320 00 509 000000	100.0000%	66.70

Total for Gill, Dede L: 123.98

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Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Gullifor, Kateri L		ER-KG-040126	DG521	LIGHT - Vine Street April Travel, April Travel Martin to Marklund Foglia Education Center, Martin to Marklund Foglia Education Center, Marlowe to Sparrow's Nest McHenry, Martin to Marklund Foglia Education Center, Martin to Marklund Foglia Education Center	04/01/2026		265.40

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street April Travel, April Travel Martin to Marklund Foglia Education Center, Martin to Marklund Foglia Education Center, Marlowe to Sparrow's Nest McHenry, Martin to Marklund Foglia Education Center, Martin to Marklund Foglia Education Center	10 E 1200 3320 00 509 000000	100.0000%	265.40
		Total for Gullifor, Kateri L:	**265.40**

Hall, Ina R		ER-IH-040726	DG521	Lamination of Transition Fair Sign and Calming kit storyboards	05/15/2026		40.24

Detail Description	Detail Account	Accounting Percent	Detail Amount
Lamination of Transition Fair Sign and Calming kit storyboards	10 E 1200 4100 92 509 460000	100.0000%	40.24

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Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Hall, Ina R		ER-IH-042026	DG521	LIGHT - Vine Street Transition Fair vendor bags preparation, meeting with Dede for Trans. Fair, Transition Fair, parent call with social worker Admin to Fed Ex- laminating Transition Fair signs, Fed Ex to Huntley library- Transition Fair flyer drop off, Huntley Library to Admin, Deicke park to Fed Ex- Transition Fair sign lamination, Fed Ex to Admin., Transition fair vendor items- HHS to Huntley Walmart, Huntley Walmart to Admin. , Admin. to Salon MACKK- sensory friendly event, Admin. to ICTW Symposium, 1900 S. 1st Street Champaign Il, Admin to Morkes- Thriving support group info.	04/21/2026		313.92

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Transition Fair vendor bags preparation, meeting with Dede for Trans. Fair, Transition Fair, parent call with social worker Admin to Fed Ex- laminating Transition Fair signs, Fed Ex to Huntley library- Transition Fair flyer drop off, Huntley Library to Admin, Deicke park to Fed Ex- Transition Fair sign lamination, Fed Ex to Admin., Transition fair vendor items- HHS to Huntley Walmart, Huntley Walmart to Admin. , Admin. to Salon MACKK- sensory friendly event, Admin. to ICTW Symposium, 1900 S. 1st Street Champaign Il, Admin to Morkes- Thriving support group info.	10 E 1200 3320 00 509 000000	100.0000%	313.92

Hall, Ina R		ER-IH-042726	DG521	ICTW Conference meals 4/22 & 4/24/26	05/15/2026		28.59

Detail Description	Detail Account	Accounting Percent	Detail Amount
ICTW Conference meals 4/22 & 4/24/26	10 E 2210 3140 92 509 460000	100.0000%	28.59
		Total for Hall, Ina R:	**382.75**

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Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Heaphy, Michele		ER-MH-042426	DG521	National Louis Univ Winter 2026 Tuition/Fee	05/15/2026		3,205.00
Detail Description			**Detail Account**		**Accounting Percent**		**Detail Amount**
National Louis Univ Winter 2026 Tuition/Fee			10 E 2210 6700 98 500 499800		100.0000%		3,205.00
Heaphy, Michele		ER-MH-042426	DG521	National Louis Univ - Fall 2025 Tuition/Fee (Oct-Dec)	05/15/2026		2,415.00
Detail Description			**Detail Account**		**Accounting Percent**		**Detail Amount**
National Louis Univ Fall 2025 Tuition/Fee (Oct-Dec)			10 E 2210 6700 98 500 499800		100.0000%		2,415.00
Heaphy, Michele		ER-MH-042426	DG521	National Louis Univ - Summer 2025 Tuition/Fee (July-Sept)	05/15/2026		3,765.00
Detail Description			**Detail Account**		**Accounting Percent**		**Detail Amount**
National Louis Univ - Summer 2025 Tuition/Fee (July-Sept)			10 E 2210 6700 98 500 499800		100.0000%		3,765.00
Heaphy, Michele		ER-MH-042426	DG521	National Louis Univ - Spring 2025 Tuition/Fee (Apr-Jun)	05/15/2026		2,415.00
Detail Description			**Detail Account**		**Accounting Percent**		**Detail Amount**
National Louis Univ - Spring 2025 Tuition/Fee (Apr-Jun)			10 E 2210 6700 98 500 499800		100.0000%		2,415.00
Heaphy, Michele		ER-MH-042426	DG521	National Louis Univ - Winter 2025 Tuition/Fee (Jan-Mar)	05/15/2026		2,645.00
Detail Description			**Detail Account**		**Accounting Percent**		**Detail Amount**
National Louis Univ - Winter 2025 Tuition/Fee (Jan-Mar)			10 E 2210 6700 98 500 499800		100.0000%		2,645.00
					Total for Heaphy, Michele:		**14,445.00**
Hoffman, Margaret		ER-MH-041426	DG521	LIGHT - Vine Street Special Olympics state Chesak to Bloomington	04/14/2026		233.45
Detail Description			**Detail Account**		**Accounting Percent**		**Detail Amount**
LIGHT - Vine Street Special Olympics state Chesak to Bloomington			10 E 1200 3320 00 509 000000		100.0000%		233.45
Hoffman, Margaret		ER-MH-042826	DG521	LIGHT - Vine Street Special Olympics Track and Field Hoffman estates	04/28/2026		34.80
Detail Description			**Detail Account**		**Accounting Percent**		**Detail Amount**
LIGHT - Vine Street Special Olympics Track and Field Hoffman estates			10 E 1200 3320 00 509 000000		100.0000%		34.80
					Total for Hoffman, Margaret:		**268.25**

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Hollabaugh, Jennifer L		ER-JH-041026	DG521	Teacher Travel Heineman travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher	04/10/2026		30.38

Detail Description	Detail Account	Accounting Percent	Detail Amount
Teacher Travel Heineman travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher, travel teacher	10 E 1120 3320 00 210 000000	100.0000%	30.38

Total for Hollabaugh, Jennifer L: 30.38

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Holzkamp, Jena K		ER-JH-041626	DG521	LIGHT - Vine Street Special Olympics Soccer Regionals	04/16/2026		47.56

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Special Olympics Soccer Regionals	10 E 1200 3320 00 509 000000	100.0000%	47.56

Total for Holzkamp, Jena K: 47.56

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Hryniewicz, Frank		ER-FH-041326	DG521	LIGHT - Vine Street Travel, Travel, Travel, Travel, Travel	04/13/2026		21.75

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Travel, Travel, Travel, Travel, Travel	10 E 1200 3320 00 509 000000	100.0000%	21.75

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Hryniewicz, Frank		ER-FH-041726	DG521	LIGHT - Vine Street Travel, Travel, Travel, Travel, Travel	04/17/2026		21.75

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Travel, Travel, Travel, Travel, Travel	10 E 1200 3320 00 509 000000	100.0000%	21.75

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Hryniewicz, Frank		ER-FH-042726	DG521	LIGHT - Vine Street Travel, Travel, Travel, Travel	04/27/2026		17.40

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Travel, Travel, Travel, Travel	10 E 1200 3320 00 509 000000	100.0000%	17.40

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Hryniewicz, Frank		ER-FH-050126	DG521	LIGHT - Vine Street Travel, Travel, Travel, Travel, Travel	05/01/2026		21.75

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Travel, Travel, Travel, Travel, Travel	10 E 1200 3320 00 509 000000	100.0000%	21.75

Total for Hryniewicz, Frank: 82.65

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Hursey, Caryn I		ER-CH-041426	DG521	IDPH Recertification for Vision and Hearing	05/14/2026		60.00

Detail Description	Detail Account	Accounting Percent	Detail Amount
Vision & Hearing Recertification	10 E 2130 3900 00 506 000000	100.0000%	60.00

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Hursey, Caryn I		ER-CH-041626	DG521	Teacher Travel Heineman Drove to and from field trip Drove personal car for field trip from Heineman Middle School to Nippersink Middle school. Drove from Nippersink Middle school to my home ([redacted])	04/16/2026		39.15

Detail Description	Detail Account	Accounting Percent	Detail Amount
Teacher Travel Heineman Drove to and from field trip Drove personal car for field trip from Heineman Middle School to Nippersink Middle school. Drove from Nippersink Middle school to my home ([redacted])	10 E 1120 3320 00 210 000000	100.0000%	39.15

Total for Hursey, Caryn I: 99.15

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Jensen, Julie C		ER-JJ-050526	DG521	LIGHT - Vine Street Vine St. to ICTW Transition Conference- Champaign, IL, ICTW Transition Conference- Champaign to Vine St.	05/05/2026		267.52

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Vine St. to ICTW Transition Conference- Champaign, IL, ICTW Transition Conference- Champaign to Vine St.	10 E 1200 3320 00 509 000000	100.0000%	267.52

Total for Jensen, Julie C: 267.52

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Kelly, Jill K		ER-JK-043026	DG521	LIGHT - Vine Street , , , , , , , , , , Martin to Westfield Elementary School to Martin, Martin to D47 CORE Center to Martin, Martin to Westfield Elementary School to Martin	04/30/2026		102.23

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street , , , , , , , , , , Martin to Westfield Elementary School to Martin, Martin to D47 CORE Center to Martin, Martin to Westfield Elementary School to Martin	10 E 1200 3320 00 509 000000	100.0000%	102.23

Total for Kelly, Jill K: 102.23

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Kenefick, Michelle		ER-MK-041726	DG521	Teacher Travel Marlowe , , , , , , , ,	04/17/2026		43.49
Detail Description			**Detail Account**		**Accounting Percent**		**Detail Amount**
Teacher Travel Marlowe , , , , , , , ,			10 E 1120 3320 00 220 000000		100.0000%		43.49
					Total for Kenefick, Michelle:		**43.49**
Kowalski, Kim S		ER-KK-041026	DG521	LIGHT - Vine Street HHS to Alop	04/10/2026		2.90
Detail Description			**Detail Account**		**Accounting Percent**		**Detail Amount**
LIGHT - Vine Street HHS to Alop			10 E 1200 3320 00 509 000000		100.0000%		2.90
Kowalski, Kim S		ER-KK-041326	DG521	LIGHT - Vine Street HHS to ALOP	04/13/2026		71.05
Detail Description			**Detail Account**		**Accounting Percent**		**Detail Amount**
LIGHT - Vine Street HHS to ALOP			10 E 1200 3320 00 509 000000		100.0000%		2.90
LIGHT - Vine Street Provide sw to off campus student			10 E 1200 3320 00 509 000000		100.0000%		27.55
LIGHT - Vine Street HHS to ALOP			10 E 1200 3320 00 509 000000		100.0000%		2.90
LIGHT - Vine Street Provide sw to off campus student			10 E 1200 3320 00 509 000000		100.0000%		37.70
Kowalski, Kim S		ER-KK-042026	DG521	LIGHT - Vine Street HHS maternity leave	04/20/2026		72.50
Detail Description			**Detail Account**		**Accounting Percent**		**Detail Amount**
LIGHT - Vine Street HHS maternity leave			10 E 1200 3320 00 509 000000		100.0000%		2.90
LIGHT - Vine Street SW to off campus student			10 E 1200 3320 00 509 000000		100.0000%		27.55
LIGHT - Vine Street SW to off campus student			10 E 1200 3320 00 509 000000		100.0000%		37.70
LIGHT - Vine Street SW for homebound student			10 E 1200 3320 00 509 000000		100.0000%		4.35
Kowalski, Kim S		ER-KK-042726	DG521	LIGHT - Vine Street SW at HHS	04/27/2026		72.50
Detail Description			**Detail Account**		**Accounting Percent**		**Detail Amount**
LIGHT - Vine Street SW at HHS			10 E 1200 3320 00 509 000000		100.0000%		2.90
LIGHT - Vine Street SW to off campus student			10 E 1200 3320 00 509 000000		100.0000%		27.55
LIGHT - Vine Street Sw to off-campus student			10 E 1200 3320 00 509 000000		100.0000%		37.70
LIGHT - Vine Street SW to homebound student			10 E 1200 3320 00 509 000000		100.0000%		4.35
Kowalski, Kim S		ER-KK-050426	DG521	LIGHT - Vine Street Maternity SW	05/04/2026		71.05
Detail Description			**Detail Account**		**Accounting Percent**		**Detail Amount**
LIGHT - Vine Street Maternity SW			10 E 1200 3320 00 509 000000		100.0000%		2.90
LIGHT - Vine Street SW maternity			10 E 1200 3320 00 509 000000		100.0000%		2.90
LIGHT - Vine Street SW to off-campus student			10 E 1200 3320 00 509 000000		100.0000%		27.55
LIGHT - Vine Street SW to off campus student			10 E 1200 3320 00 509 000000		100.0000%		37.70

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Kowalski, Kim S		ER-KK-051126	DG521	LIGHT - Vine Street SW for Maternity leave	05/11/2026		30.45

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street SW for Maternity leave	10 E 1200 3320 00 509 000000	100.0000%	2.90
LIGHT - Vine Street Provide sw for off campus student	10 E 1200 3320 00 509 000000	100.0000%	27.55
		Total for Kowalski, Kim S:	**320.45**

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Kozbiel, Loida		ER-LK-043026	DG521	LIGHT - Vine Street Martin to/from Easter Seals Academy , HHS to/from [redacted] Martin to/from Easter Seals Academy	04/30/2026		140.50

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Martin to/from Easter Seals Academy , HHS to/from [redacted], Martin to/from Easter Seals Academy	10 E 1200 3320 00 509 000000	100.0000%	140.50
		Total for Kozbiel, Loida:	**140.50**

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Krebs, Patricia		ER-PK-040226	DG521	LIGHT - Vine Street chesak to 9834 Kelley Lane Huntley	04/02/2026		3.63

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street chesak to [redacted]	10 E 1200 3320 00 509 000000	100.0000%	3.63

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Krebs, Patricia		ER-PK-040926	DG521	LIGHT - Vine Street Chesak to [redacted]	04/09/2026		4.06

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Chesak to [redacted]	10 E 1200 3320 00 509 000000	100.0000%	4.06

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Krebs, Patricia		ER-PK-041426	DG521	LIGHT - Vine Street [redacted]	04/14/2026		4.06

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Chesak to [redacted]	10 E 1200 3320 00 509 000000	100.0000%	4.06

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Krebs, Patricia		ER-PK-042126	DG521	LIGHT - Vine Street Chesak to [redacted]	04/14/2026		4.06

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Chesak to [redacted]	10 E 1200 3320 00 509 000000	100.0000%	4.06

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Krebs, Patricia		ER-PK-042726	DG521	LIGHT - Vine Street Chesak to [redacted]	04/27/2026		3.63

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Chesak to [redacted]	10 E 1200 3320 00 509 000000	100.0000%	3.63

Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Krebs, Patricia		ER-PK-042826	DG521	LIGHT - Vine Street Chesak to [redacted]	04/28/2026		4.06

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Chesak to [redacted], IL	10 E 1200 3320 00 509 000000	100.0000%	4.06

Total for Krebs, Patricia: 23.50

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Letheby, Corey L		ER-CL-041926	DG521	O&M Travel to high school to turn boilers on	04/19/2026		13.19

Detail Description	Detail Account	Accounting Percent	Detail Amount
O&M Travel to high school to turn boilers on	20 E 2540 3320 00 500 000000	100.0000%	13.19

Total for Letheby, Corey L: 13.19

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Lindquist, Kevin A		ER-KL-050126	DG521	O&M Travel To and From Four Points Peoria for Annual IASBO Conference	05/01/2026		275.50

Detail Description	Detail Account	Accounting Percent	Detail Amount
O&M Travel To and From Four Points Peoria for Annual IASBO Conference	20 E 2540 3320 00 500 000000	100.0000%	226.20
O&M Travel Principal Meeting, Principal Meeting, New Scoreboard Meeting, Principal Meeting, Associated Electrical Meeting, Principal Meeting, CT Veach Meeting	20 E 2540 3320 00 500 000000	100.0000%	49.30

Total for Lindquist, Kevin A: 275.50

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Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Lombard, Jessica		ER-JL-050126	DG521	Travel Supt Parent mtg and mtg w/ Student Board Reps, Check in, School visit w/Board member Fekete, School visit w/Board member Fekete, School visit w/Board member Fekete, School visit w/Board member Fekete, Admin Asst Delivery to Leggee, Admin Asst Delivery to HHS, Institute Day, Institute Day, Institute Day and Parent mtg, Del Webb visit, Parent mtg, Reed Rd Learning Fairs and Marlowe 20 yr Women of Distinction event n DO to the Dole in CL and back, HAART DO to HFPD to DO, McHenry County Sup Meeting DO to MCC to DO, Kishwaukee IASA Sup Region Mtg DO to CL to DO , DO to Del Webb Center to DO Fiscal Presentation, Huntley Community Radio DO to Huntley Public Library to DO, AA 4050 Geneva to HHS for Future Educator Signing Day, AA 4050 Geneva to DO , DO to Jamesons Del Webb HEF Banquet, DO to Huntley Public Library April Raider Roundtable to DO, CTE visit at McHenry West High School DO to McHenry HS to DO	05/01/2026		286.67

Detail Description	Detail Account	Accounting Percent	Detail Amount
Travel Supt Parent mtg and mtg w/ Student Board Reps, Check in, School visit w/Board member Fekete, School visit w/Board member Fekete, School visit w/Board member Fekete, School visit w/Board member Fekete, Admin Asst Delivery to Leggee, Admin Asst Delivery to HHS, Institute Day, Institute Day, Institute Day and Parent mtg, Del Webb visit, Parent mtg, Reed Rd Learning Fairs and Marlowe 20 yr Women of Distinction event n DO to the Dole in CL and back, HAART DO to HFPD to DO, McHenry County Sup Meeting DO to MCC to DO, Kishwaukee IASA Sup Region Mtg DO to CL to DO , DO to Del Webb Center to DO Fiscal Presentation, Huntley Community Radio DO to Huntley Public Library to DO, AA 4050 Geneva to HHS for Future Educator Signing Day, AA 4050 Geneva to DO , DO to Jamesons Del Webb HEF Banquet, DO to Huntley Public Library April Raider Roundtable to DO, CTE visit at McHenry West High School DO to McHenry HS to DO	10 E 2321 3320 00 510 000000	100.0000%	187.30 330

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount

Detail Description	Detail Account	Accounting Percent	Detail Amount
Travel Supt Happold Eval, HHS interviews and staffing mtg, ECC Eval, Read in Jackson's class, ECC SIP presentation, NASSP Video Recording, HHS Check in for 2627, Meet with HHS admin team, HHS staff mtg ECC to Huntley Area Public Library to DO March Raider Roundtable to Reed Rd, Huntley Chamber EXPO Home to Huntley Park District to Home	10 E 2321 3320 00 510 000000	100.0000%	99.37
		Total for Lombard, Jessica:	**286.67**

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
MacCrindle, Amy N		ER-AM-050726	DG521	Travel & Conference Curr 6-12 Building Visits, Building Visits, Building Visits, Student Led PD, Building Visits, Kinder Dual Meeting, Student Led PD, MS Math Meeting, Impossible Science, Impossible Science, DL Parent Meeting, Institute Day, Institute Day, Institute Day, Del Webb Visit IASA Kishwaukee Sup Meeting, Admin Academy - Kane County ROE, Admin Academy - Kane County ROE	05/07/2026		156.44

Detail Description	Detail Account	Accounting Percent	Detail Amount
Travel & Conference Curr 6-12 Building Visits, Building Visits, Building Visits, Student Led PD, Building Visits, Kinder Dual Meeting, Student Led PD, MS Math Meeting, Impossible Science, Impossible Science, DL Parent Meeting, Institute Day, Institute Day, Institute Day, Del Webb Visit IASA Kishwaukee Sup Meeting, Admin Academy - Kane County ROE, Admin Academy - Kane County ROE	10 E 2212 3320 00 505 000000	100.0000%	156.44
		Total for MacCrindle, Amy N:	**156.44**

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Martinez, Patricia A		ER-PM-040826	DG521	Cafe Chesak - Spiritwear	05/15/2026		15.03

Detail Description	Detail Account	Accounting Percent	Detail Amount
Mental Health Spiritwear T-shirt	10 E 2560 4100 00 110 000000	100.0000%	15.03
		Total for Martinez, Patricia A:	**15.03**

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Mays, Gina M		ER-GM-042026	DG521	PEL ISBE License renewal 4/20/26	05/15/2026		50.00

Detail Description	Detail Account	Accounting Percent	Detail Amount
PEL ISBE License Renewal	10 E 2210 6400 92 509 460000	100.0000%	50.00
		Total for Mays, Gina M:	**50.00**

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
McBean-Delaney, Colleen		ER-CM-043026	DG521	Health Travel float, float, float, float, float, float, float, float, float, float	04/30/2026		24.62

Detail Description	Detail Account	Accounting Percent	Detail Amount
Health Travel float, float, float, float, float, float, float, float, float, float	10 E 2130 3320 00 500 000000	100.0000%	24.62

Total for McBean-Delaney, Colleen: 24.62

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Miguel, Crystal A		ER-CM-040726	DG521	LIGHT - Vine Street Meeting, Interviews, Admin Meeting, Meeting To Belvidere North High School- Soccer Skills, To Hinsdale South High School, Special Olympics Track Meeting	04/07/2026		202.88

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Meeting, Interviews, Admin Meeting, Meeting To Belvidere North High School- Soccer Skills, To Hinsdale South High School, Special Olympics Track Meeting	10 E 1200 3320 00 509 000000	100.0000%	202.88

Total for Miguel, Crystal A: 202.88

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Miller, Karen		ER-KM-050126	DG521	Teacher Travel HS Delivery of materials for AP exams Delivery of materials for AP exams to Park District Building	05/01/2026		6.16

Detail Description	Detail Account	Accounting Percent	Detail Amount
Teacher Travel HS Delivery of materials for AP exams Delivery of materials for AP exams to Park District Building	10 E 1130 3320 00 300 000000	100.0000%	6.16

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Miller, Karen		ER-KM-050526	DG521	Teacher Travel HS AP exam drop off and pickup, AP exam drop off and pickup, AP exam drop off and pickup, AP exam drop off and pickup AP exam drop off and pickup, AP exam drop off and pickup, AP exam drop off and pickup, AP exam drop off and pickup, AP exam drop off and pickup	05/05/2026		38.08

Detail Description	Detail Account	Accounting Percent	Detail Amount
Teacher Travel HS AP exam drop off and pickup, AP exam drop off and pickup, AP exam drop off and pickup, AP exam drop off and pickup AP exam drop off and pickup, AP exam drop off and pickup, AP exam drop off and pickup, AP exam drop off and pickup, AP exam drop off and pickup	10 E 1130 3320 00 300 000000	100.0000%	38.08

Total for Miller, Karen: 44.24

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Moran, Tonya L		ER-TM-051126	DG521	LIGHT - Vine Street Homebound services at [redacted]	05/11/2026		95.70

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Homebound services at 6 Chadwick Ct. Lake In The Hills, IL 60156, Homebound services [redacted]	10 E 1200 3320 00 509 000000	100.0000%	95.70
			333
		Total for Moran, Tonya L:	**95.70**

Ossler, Juliann M		ER-JO-041426	DG521	Vision & Hearing certification renewal	05/15/2026		60.00

Detail Description	Detail Account	Accounting Percent	Detail Amount
Vision and hearing certification renewal	10 E 2130 3900 00 506 000000	100.0000%	60.00
		Total for Ossler, Juliann M:	**60.00**

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Otrembiak, Brittany A		ER-BO-040126	DG521	LIGHT - Vine Street Vine to Goodwill To vine, vine to Holiday inn To vine, vine to holiday inn to vine , vine to goodwill to vine , vine to holiday inn to able light to vine , vine to Old navy to vine, vline to holiday inn to vine , Vine to Pinecrest to Vine , vone to pine crest to vine , Vine to Holiday inn to Vine	04/01/2026		59.90

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Vine to Goodwill To vine, vine to Holiday inn To vine, vine to holiday inn to vine , vine to goodwill to vine , vine to holiday inn to able light to vine , vine to Old navy to vine, vline to holiday inn to vine , Vine to Pinecrest to Vine , vone to pine crest to vine , Vine to Holiday inn to Vine	10 E 1200 3320 00 509 000000	100.0000%	59.90

Total for Otrembiak, Brittany A: 59.90

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Owensby, Donna L		ER-DO-042826	DG521	Teacher Travel Conley Book Fair Restock from Conley to 301 Gary Ave, Roselle Il 60172	04/28/2026		36.25

Detail Description	Detail Account	Accounting Percent	Detail Amount
Teacher Travel Conley Book Fair Restock from Conley to 301 Gary Ave, Roselle Il 60172	10 E 1110 3320 00 150 000000	100.0000%	36.25

Total for Owensby, Donna L: 36.25

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Panke, Keith C		ER-KP-042226	DG521	Pizza for light students Adopt A Highway Kickoff 4/21/26	05/15/2026		81.93

Detail Description	Detail Account	Accounting Percent	Detail Amount
Pizza for light students for Adopt A Highway Kickoff 4/19/26	10 E 1200 4100 66 509 000000	100.0000%	81.93

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Panke, Keith C		ER-KP-050426	DG521	LIGHT - Vine Street Drive to ICTW Conference (Vine Street to i-Hotel in Champaign, IL) (Average daily commute is subtracted) (4/22-4/24)	05/04/2026		204.01

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Drive to ICTW Conference (Vine Street to i-Hotel in Champaign, IL) (Average daily commute is subtracted) (4/22-4/24)	10 E 1200 3320 00 509 000000	100.0000%	204.01

Total for Panke, Keith C: 285.94

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Parker, Danielle R		ER-DP-041726	DG521	Wellness Conf Holiday Inn 3/19/26	05/15/2026		403.69

Detail Description	Detail Account	Accounting Percent	Detail Amount
Wellness Conf Hotel Charge 3/19/26	10 E 1130 3320 00 300 000000	100.0000%	170.24
Teacher Travel HS WELL Conference in Peoria, IL. Traveled from HHS to Embassy Suites East Peoria Riverfront	10 E 1130 3320 00 300 000000	100.0000%	233.45
		Total for Parker, Danielle R:	**403.69**

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Pauwels, Sheryl		ER-SP-042026	DG521	Travel Preschool PFA Admin Conference in Champaign, IL (I subtracted miles to/from work) It would not allow me to add an account # above. Should use: 10-2210-312-97-79-600-14	04/17/2026		255.20

Detail Description	Detail Account	Accounting Percent	Detail Amount
Travel Preschool PFA Admin Conference in Champaign, IL (I subtracted miles to/from work) It would not allow me to add an account # above. Should use: 10-2210-312-97-79-600-14	10 E 1125 3320 00 500 000000	100.0000%	255.20
		Total for Pauwels, Sheryl:	**255.20**

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Peterson, Kristin		ER-KP-042026	DG521	LIGHT - Vine Street , , , , , , , , HHS to Deer Path , HHS to Blessed Little Kitchen , Vine Street to MCC, MCC to HHS	04/20/2026		55.82

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street , , , , , , , , HHS to Deer Path , HHS to Blessed Little Kitchen , Vine Street to MCC, MCC to HHS	10 E 1200 3320 00 509 000000	100.0000%	55.82
		Total for Peterson, Kristin:	**55.82**

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Pocztowski, Shaina G		ER-SP-041526	DG521	WELL Conference - Embassy Suites Hotel and Conference Center in East Peoria	04/15/2026		234.90

Detail Description	Detail Account	Accounting Percent	Detail Amount
WELL Conference - Embassy Suites Hotel and Conference Center in East Peoria	10 E 2410 3320 00 300 000000	100.0000%	234.90

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Pocztowski, Shaina G		ER-SP-042026	DG521	Wellness Conference Hotel Charge 3/19/26	05/15/2026		170.24

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Detail Description	Detail Account	Accounting Percent	Detail Amount
Wellness Conference Hotel Charge 3/19/26	10 E 2410 3320 00 300 000000	100.0000%	170.24
		Total for Pocztowski, Shaina G:	**405.14**

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Primus, Mike D		ER-MP-050126	DG521	Travel Technology Meeting at HHS Meeting with Cisco	05/01/2026		14.93

Detail Description	Detail Account	Accounting Percent	Detail Amount
Travel Technology Meeting at HHS Meeting with Cisco	10 E 2660 3320 00 504 000000	100.0000%	14.93
		Total for Primus, Mike D:	**14.93**

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Rewerts, Suzanne		ER-SR-050426	DG521	LIGHT - Vine Street to/from student - HHI - KW, to/from student - HHI - KW, to/from student - HHI - KW, to/from student - HHI - KW, to/from student - HHI - KW, to/from student - HHI - KW, to/from student - HHI - KW, to/from student - HHI - KW, to/from student - HHI - KW, to/from student - HHI - KW	05/04/2026		88.40

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street to/from student - HHI - KW, to/from student - HHI - KW, to/from student - HHI - KW, to/from student - HHI - KW, to/from student - HHI - KW, to/from student - HHI - KW, to/from student - HHI - KW, to/from student - HHI - KW, to/from student - HHI - KW, to/from student - HHI - KW	10 E 1200 3320 00 509 000000	100.0000%	88.40

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Rewerts, Suzanne		ER-SR-051426	DG521	LIGHT - Vine Street to/from student residence - KW (HHI), to/from student residence - KW (HHI), to/from student residence - KW (HHI), to/from student residence - KW (HHI), to/from student residence - KW (HHI), to/from student residence - KW (HHI), to/from student residence - KW (HHI), to/from admin. bldg - drop off materials	05/14/2026		65.07

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street to/from student residence - KW (HHI), to/from student residence - KW (HHI), to/from student residence - KW (HHI), to/from student residence - KW (HHI), to/from student residence - KW (HHI), to/from student residence - KW (HHI), to/from student residence - KW (HHI), to/from admin. bldg - drop off materials	10 E 1200 3320 00 509 000000	100.0000%	65.07
			336
		Total for Rewerts, Suzanne:	**153.47**

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Rodriguez, Tom M		ER-TR-050126	DG521	Mileage Reimbursement	05/04/2026		93.53

Detail Description	Detail Account	Accounting Percent	Detail Amount
IASBO Conference mileage	10 E 2520 3320 00 501 000000	100.0000%	93.53

Total for Rodriguez, Tom M: 93.53

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Ryan, Debi D		ER-DR-050426	DG521	LIGHT - Vine Street Met with Adam Dean (AAC), Jen Korn (AAC), Team Lead- protocols, HHS- consult then Leggee, SLP Team Meeting, AAC consult HHS, Emergency Core Board presentation, Benchmark Mtg at DO	05/04/2026		36.24

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Met with Adam Dean (AAC), Jen Korn (AAC), Team Lead- protocols, HHS- consult then Leggee, SLP Team Meeting, AAC consult HHS, Emergency Core Board presentation, Benchmark Mtg at DO	10 E 1200 3320 00 509 000000	100.0000%	36.24

Total for Ryan, Debi D: 36.24

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Sanchez, Kirsten H		ER-KS-050526	DG521	Teacher Travel HS Field Trip - Trade Fair Field Trip to McHenry County Fairgrounds	05/05/2026		9.42

Detail Description	Detail Account	Accounting Percent	Detail Amount
Teacher Travel HS Field Trip - Trade Fair Field Trip to McHenry County Fairgrounds	10 E 1130 3320 00 300 000000	100.0000%	9.42

Total for Sanchez, Kirsten H: 9.42

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Sara, Lindsay A		ER-LS-042726	DG521	Conference in Texas Meal 4/22/26	05/15/2026		33.68

Detail Description	Detail Account	Accounting Percent	Detail Amount
Conference meal while in Texas 4/22/26	10 E 2210 3140 92 509 460000	100.0000%	33.68

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Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Sara, Lindsay A		ER-SL-040626	DG521	LIGHT - Vine Street Late Start/Student Mtg, Late Start/Student Mtg, Staff Mtg, Staff Mtg/Transition Mtgs, Staff Mtg/Transition Meetings MCC to Vine PIP Mtg, Vine to MCC Late Start/Student Mtg, Deicke to MCC Staff Mtg, ALOP to MCC Late Start/Student Mtg, Vine to MCC Staff Mtg, Vine to MCC Staff Mtg, MCC to Vine PIP Mtg, Deicke to MCC Late Start, Deicke to MCC Staff Mtg, MCC to COD to [redacted] to MCC Transition Tour, MCC to Vine Early Release Mtgs, MCC to Vine PIP Mtg, Deicke to MCC Late Start, Deicke to MCC Staff Mtg, MCC to Admin PIP Mtg, Deicke to MCC Late Start, HHS to MCC Transition Mtgs, Deicke to MCC Late Start, Admin to MCC Mtg at with Admin, MCC to Vine PIP Mtg	04/06/2026		220.04

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Late Start/Student Mtg, Late Start/Student Mtg, Staff Mtg, Staff Mtg/Transition Mtgs, Staff Mtg/Transition Meetings MCC to Vine PIP Mtg, Vine to MCC Late Start/Student Mtg, Deicke to MCC Staff Mtg, ALOP to MCC Late Start/Student Mtg, Vine to MCC Staff Mtg, Vine to MCC Staff Mtg, MCC to Vine PIP Mtg, Deicke to MCC Late Start, Deicke to MCC Staff Mtg, MCC to COD to [redacted] to MCC Transition Tour, MCC to Vine Early Release Mtgs, MCC to Vine PIP Mtg, Deicke to MCC Late Start, Deicke to MCC Staff Mtg, MCC to Admin PIP Mtg, Deicke to MCC Late Start, HHS to MCC Transition Mtgs, Deicke to MCC Late Start, Admin to MCC Mtg at with Admin, MCC to Vine PIP Mtg	10 E 1200 3320 00 509 000000	100.0000%	220.04

Total for Sara, Lindsay A: **253.72**

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Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Schwerzler, Therese M		ER-TS-040226	DG521	undefined HHS to UPS Store (return Amazon package), HHS to Chipotle to place tax exempt order, HHS to Chipotle to pick up order, HHS to Walmart (Pop for Coke machine)	04/02/2026		21.89

Detail Description	Detail Account	Accounting Percent	Detail Amount
undefined HHS to UPS Store (return Amazon package), HHS to Chipotle to place tax exempt order, HHS to Chipotle to pick up order, HHS to Walmart (Pop for Coke machine)	10 E 2410 3320 00 300 000000	100.0000%	21.89

Total for Schwerzler, Therese M: 21.89

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Searle, Cara M		ER-CS-040926	DG521	Teacher Travel Leggee Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel -- Before-School Solo/Ensemble, Travel, Travel -- 4th Gr Concerts Help	04/09/2026		63.07

Detail Description	Detail Account	Accounting Percent	Detail Amount
Teacher Travel Leggee Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel, Travel -- Before-School Solo/Ensemble, Travel, Travel -- 4th Gr Concerts Help	10 E 1110 3320 00 100 000000	100.0000%	63.07

Total for Searle, Cara M: 63.07

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Severin, Nikki T		ER-NS-040626	DG521	LIGHT - Vine Street Student Observation, CPI Work, SES PD Work, HMS SES HS Visit, Accommodation Training Review, Student support, SW Meeting, Team Meeting/Student Support, Drop off student Data forms , SES PD, Student Support, Student Support, TRans. CPI, Drop off student incentives, SES PLC Leggee Elementary to Little City Foundation for a student observation	04/02/2026		70.57

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Student Observation, CPI Work, SES PD Work, HMS SES HS Visit, Accommodation Training Review, Student support, SW Meeting, Team Meeting/Student Support, Drop off student Data forms , SES PD, Student Support, Student Support, TRans. CPI, Drop off student incentives, SES PLC Leggee Elementary to Little City Foundation for a student observation	10 E 1200 3320 00 509 000000	100.0000%	70.57

Total for Severin, Nikki T: 70.57

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Sparks, Alyse R		ER-AS-050426	DG521	LIGHT - Vine Street Psych Duties, Psych Duties, Psych Duties, Psych Duties, Psych Duties, Psych Duties, Psych Duties, Psych Duties, Psych Duties, Psych Duties, Psych Duties, Psych Duties, Psych Duties, Psych Duties- MCC to MMS , Psych Duties- Deicke to Marklund Geneva, Psych Duties- Marklund Geneva to MMS, Psych Duties- MMS to MCC, Psych Duties- MCC to MMS , Psych Duties- MCC to Vine	05/04/2026		92.26

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Psych Duties, Psych Duties, Psych Duties, Psych Duties, Psych Duties, Psych Duties, Psych Duties, Psych Duties, Psych Duties, Psych Duties, Psych Duties, Psych Duties- MCC to MMS , Psych Duties- Deicke to Marklund Geneva, Psych Duties- Marklund Geneva to MMS, Psych Duties- MMS to MCC, Psych Duties- MCC to MMS , Psych Duties- MCC to Vine	10 E 1200 3320 00 509 000000	100.0000%	92.26
		Total for Sparks, Alyse R:	**92.26**

Vendor	Invoice Number	Batch	Description	Invoice Date	Net Amount
Tanke, Amanda R	ER-AT-041726	DG521	ROE ISBE PEL Renewal	05/15/2026	50.00

Detail Description	Detail Account	Accounting Percent	Detail Amount
ROE ISBE PEL Renewal 4/01/26	10 E 2210 4100 92 509 460000	100.0000%	50.00
		Total for Tanke, Amanda R:	**50.00**

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Invoice Listing

HUNTLEY CONS SCHOOL DIST 158

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Taylor, Nicki M		ER-NT-050826	DG521	LIGHT - Vine Street Homebound Tutoring HHS/ [redacted]	05/08/2026		81.08

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Homebound Tutoring HHS [redacted]	10 E 1200 3320 00 509 000000	100.0000%	46.98
LIGHT - Vine Street Homebound Tutoring [redacted] Huntley/HHS	10 E 1200 3320 00 509 000000	100.0000%	34.10
		Total for Taylor, Nicki M:	**81.08**

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Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Wagner, Erin		ER-EW-041426	DG521	LIGHT - Vine Street Assistive Tech consult, Assistive Tech consult, Assistive Tech consult, Assistive Tech consult, Assistive Tech consult, Assistive Tech consult, Assistive Tech consult, Assistive Tech consult, Assistive Tech consult Infinitec Coalition Meeting, Martin/ Schaumburg, Chicagoland Assistive Technology PLC quarterly meeting	04/14/2026		103.64

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Assistive Tech consult, Assistive Tech consult, Assistive Tech consult, Assistive Tech consult, Assistive Tech consult, Assistive Tech consult, Assistive Tech consult, Assistive Tech consult, Assistive Tech consult Infinitec Coalition Meeting, Martin/ Schaumburg, Chicagoland Assistive Technology PLC quarterly meeting	10 E 1200 3320 00 509 000000	100.0000%	103.64

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Wagner, Erin		ER-EW-041526	DG521	Virtual Conf - What's Next for Exec Function? April 15, 2026	05/15/2026		45.00

Detail Description	Detail Account	Accounting Percent	Detail Amount
Virtual Conf - What's Next for Exec Function? April 15, 2026	10 E 2210 3140 92 509 460000	100.0000%	45.00

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Wagner, Erin		ER-EW-41526	DG521	Virtual Training 4/15/26	05/15/2026		45.00

Detail Description	Detail Account	Accounting Percent	Detail Amount
Virtual Training What's Next for Executive Function Conf.	10 E 2210 3140 92 509 460000	100.0000%	45.00
		Total for Wagner, Erin:	**193.64**

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Whalen, Erika L		ER-EW-040926	DG521	LIGHT - Vine Street Travel between buildings for meetings	04/09/2026		7.25

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Travel between buildings for meetings	10 E 1200 3320 00 509 000000	100.0000%	7.25

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Whalen, Erika L		ER-EW-041026	DG521	LIGHT - Vine Street Travel to DO for meeting	04/10/2026		2.17

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Travel to DO for meeting	10 E 1200 3320 00 509 000000	100.0000%	2.17

Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Whalen, Erika L		ER-EW-042126	DG521	LIGHT - Vine Street Travel between buildings	04/21/2026		21.76

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Travel between buildings	10 E 1200 3320 00 509 000000	100.0000%	3.63
LIGHT - Vine Street Travel between building for meetings	10 E 1200 3320 00 509 000000	100.0000%	7.25
LIGHT - Vine Street Travel between building for IEP meeting, Travel for after school meeting	10 E 1200 3320 00 509 000000	100.0000%	10.88

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Whalen, Erika L		ER-EW-050526	DG521	LIGHT - Vine Street Travel to support SNAP outing	05/01/2026		17.11

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Travel to support SNAP outing	10 E 1200 3320 00 509 000000	100.0000%	17.11

Total for Whalen, Erika L: 48.29

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Winkelman, Stephanie M		ER-SW-042526	DG521	LIGHT - Vine Street Special Olympics Track & Field: 1100 W Higgins Rd Hoffman Estates, IL 60169 United States	04/25/2026		31.90

Detail Description	Detail Account	Accounting Percent	Detail Amount
LIGHT - Vine Street Special Olympics Track & Field: 1100 W Higgins Rd Hoffman Estates, IL 60169 United States	10 E 1200 3320 00 509 000000	100.0000%	31.90

Total for Winkelman, Stephanie M: 31.90

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
Yorug, Joy		ER-JY-042426	DG521	Meals while driving students on 4/17 & 4/18/26	05/15/2026		34.17

Detail Description	Detail Account	Accounting Percent	Detail Amount
Meals while driving students 4/17 & 4/18/26	40 E 2552 3320 00 500 000000	100.0000%	34.17

Total for Yorug, Joy: 34.17

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Invoice Listing

Vendor	PO Number	Invoice Number	Batch	Description	Invoice Date	Check Number	Net Amount
REPORT							
Total Number of Batch Invoices:			98				22,732.32
Total Number of Open Invoices:			0				0.00
Total Number of History Invoices:			0				0.00
Total Number of Update in Progress Batch Invoices:			0				0.00
Total Number of Update in Progress Batch Reversal Invoices:			0				0.00
Total Number of Reversal History Invoices:			0				0.00
Total Number of Deleted History Invoices:			0				0.00
Total Number of Batch Reversal Invoices:			0				0.00
Total Number of Unsubmitted Invoices:			0				0.00
Total Number of Awaiting for Approval Invoices:			0				0.00
Total Invoices:			**98**				**22,732.32**

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Notice of Board Meetings
2026-2027 Board of Education Meeting Calendar
Huntley Community School District 158 of McHenry and Kane Counties, Illinois

Location: Square Barn Road Campus
Administrative Building – Boardroom – Door #2
650 Dr. John Burkey Drive
Algonquin, Illinois 60102

Time: The Committee of the Whole Meetings begin at 6:00 p.m. on the 1st Thursday of every month except as noted. Regular Meetings begin at 6:00 p.m. with closed session, 7:00 p.m. for open session, on the 3rd Thursday of every month except as noted. PTAC meetings will begin at 6:00 p.m. Curriculum Workshop times to be determined.

2nd Thursday – changed to allow time for attendance at the IASA/IASB/IASBO Annual Conference *(Nov. 20 - Nov 22, 2026)
***** 1st Thursday- changed due to Spring Break***

Committee of the Whole Meeting	Regular Meeting	Parent-Teacher Advisory Committee	Curriculum Workshop
No Meeting	July 16, 2026		
August 6, 2026	August 20,2026	August 25, 2026	
September 3, 2026	September 17, 2026		
October 1, 2026	October 15, 2026		
No Meeting	*November 12, 2026		November 5, 2026
December 3,2026	December 17, 2026	December 8, 2026	
No Meeting	January 21, 2027		
February 4 ,2027	February 18, 2027	February 9, 2027	
March 4, 2027	March 18, 2027		
**April 8, 2027	April 15, 2027	April 20, 2027	
May 6, 2027	May 20, 2027		
No Meeting	June 17, 2027		June 3, 2027

Policy 2:200 School Board – Types of School Board Meetings - Regular Meetings

Regular Meetings - The Board of Education announces the time and place for its regular meetings at the beginning of each fiscal year. The Superintendent shall prepare and make available the calendar of regular Board of Education meetings. The regular

meeting calendar may be changed with 10 days' notice in accordance with State law. A meeting agenda shall be posted at the District's main office and the Board's meeting room, or other location where the meeting is to be held, at least 48 hours before the meeting.

Posting on the District's Website - In addition to the other notices specified in this policy, the Superintendent or designee shall post the following on the District website: (1) the annual schedule of regular meetings, which shall remain posted until the Board approves a new schedule of regular meetings; (2) a public notice of all Board meetings; and (3) the agenda for each meeting which shall remain posted until the meeting is concluded; (4) minutes, once approved by the Board of Education, shall be posted for 30 days.

LEGAL REF.: 5 ILCS 120/, Open Meeting Act. 5 ILCS 140/, Freedom of Information Act. 105 ILCS 5/10-6 and 5/10-16.

CROSS REF.: 2:110 (Qualifications, Term, and Duties of Board Officers); 2:120 (Board Member Development); 2:210 (Organizational Board of Education Meeting); 2:220 (Board of Education Meeting Procedure); 2:230 (Public Participation at Board of Education Meetings and Petitions to the Board); 6:235 (Access to Electronic Networks)

Regular Meeting with Closed Session
Thursday, April 16, 2026 6:00 PM Central

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

Rich Bobby:	Present
Sean Cratty:	Absent
Andy Fekete:	Present
Melissa Maiorino:	Absent
Laura Murray:	Absent
Chuck Ruth:	Present
Paul Troy:	Present

Present: 4, Absent: 3.

Sean Cratty:	Present
Melissa Maiorino:	Present
Laura Murray:	Present

Present: 7.

1. **Call to Order / Roll Call (A)** (Mr. Troy)
Call to order the Regular Meeting at 6:00 p.m. A quorum must be met.
Roll Call: Ayes 4 / Absent 3 / Motion Carried
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
Mr. Troy called to order the April 16, 2026, regular Board of Education meeting at 6:00 p.m.

2. **Closed Session / Roll Call (A)** (Mr. Troy)
Move to enter into closed session at 6:01 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; **(10)** Student Disciplinary; **(11)** Other matters related to individual students; **(15)** Discussion of minutes of meetings lawfully closed under this Act.
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
Roll Call: Ayes 4 / Nays 0 / Absent 3 / Motion Carried
Mr. Troy moved and Mr. Fekete seconded to enter into closed session at 6:01 p.m.
Board members Laura Murray arrived before the start of closed session.
Mrs. Maiorino arrived at 6:10 p.m.
Sean Cratty arrived before open session was resumed.

2.1. **Exit or Suspend Closed Session / Voice Call (A)**
Move to exit or suspend closed session at 7:17 p.m. and return to open session.
Voice Call: Ayes 7 / Nays 0 / Motion Carried
Mr. Troy moved and Mrs. Mariano seconded to suspend closed session at 7:17 p.m.

3. **Resume in Public Session / Roll Call (A)** (Mr. Troy) *approx. 7:00 p.m.*
Resume the Regular meeting at 7:19 p.m.
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
Roll Call: Ayes 7 / Absent 0 / Motion Carried

Mr. Troy moved to resume open session at 7:19 p.m.

3.1. **Action as Required / Roll Call** (Mr. Troy)
Will come from the Board.
~~**Roll Call: Ayes / Nays /Absent / Motion**~~ _____
~~**Action:** Recommendation will come from the Board.~~
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
No action came from closed session at this time.

4. **Pledge of Allegiance** (Mr. Troy)
The following Huntley High School HOSA (Future Healthcare Professionals) Medical Club members will lead us in the pledge.
Seniors: Sylvia Touma, Michelle Sobolewski, Allyson Moreno Castro
Sophomores: Syeda (Zoya) Hashmi, Anushka Chakraborty, Aashi Sura, Zoe Galochino
Advisor: Ms. Colline Wise
The Huntley High School HOSA Club led us in the pledge. The students introduced themselves, shared their positions and any competition accolades they had achieved. The HOSA Huntley chapter president described how the club helps prepare students for future careers in healthcare.

5. **Student Recognition (R)** (Mr. Troy)

5.1. **IHSA State Girl's Wrestling Meet**
Janiah Slaughter finished in 1st place at the Illinois High School Association girls wrestling state tournament in the 100-pound weight class.
Janiah Slaughter was recognized for her first-place finish at the Illinois High School Association girls wrestling state tournament in the 100-pound weight class. Janiah's coach, Scott Horcher, shared her many high school athletic accomplishments. Janiah thanked the district and community for their continued support of her throughout her wrestling career.

5.2. **IESA Boys Wrestling**
Mason Jacobs was awarded the 2026 AA IESA Boys Wrestling State Medalist 80lbs - 4th Place Medal.
Presenters: Mike Ginczycki - Head Wrestling Coach, Scott Francis - Assistant Wrestling Coach, Nikki Steiner - Assistant Wrestling Coach
Coach Mike Ginczycki recognized Heineman sixth grader Mason Jacobs for his fourth-place medal in the 2026 AA Illinois Elementary School Association Boys Wrestling State 80-lbs class.

5.3. **District 158 Young Authors Contest Winners**
The following students were winners in the District 158 Young Author Contest.
Chesak: Olivia Sepeda - Kindergarten, Christian Roman - 1st grade, Vivian Iverson - 2nd grade
Martin: Riley J Rissmann - 3rd grade,Lucas Ryndak - 4th grade, Allie Goldman - 5th grade
Mackeben: Alice Protano - kindergarten,Payton Burke - 1st grade, Aliyaan Khan - 2nd grade
Conley: Gwendolyn Protono - 3rd grade, Lainey Avent - 4th grade, Carly Marshall - 5th grade
Leggee: Aanya Basana - kindergarten, Brynn Bauer - 1st grade, Aanya Desai - 2nd grade, Markiian Ryzhuk - 3rd grade, Zoey Edmonson - 4th grade, Colter Santinello - 5th grade
Marlowe Middle School: Jordan Crygier - 7th grade

Heineman Middle School: AnnaBelle Catania - 8th grade
Presenters: Tammy Carpenter, Michelle Busky and Christy Gibbs
The District 158 Young Authors contest winners were recognized. The presenters, Tammy Carpenter (6-8), Michelle Busky (3-5) and Christy Gibbs (K-2), shared the students' names, the book they wrote and their teachers' names. The presenters thanked the community volunteers who read all the books and did the judging. They also thanked the parents, Eileen Delahanty (district 158 volunteer coordinator), teachers and staff for their continued support of the contest.

6. **Public Comment** (Mr. Troy)
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.
No public comments at this time.

7. **Revision and Adoption of the Agenda / Voice Call (A)** (Mr. Troy)
Move to adopt the agenda as presented (or with changes).
Action: Adoption of the Agenda.
Voice Call: Ayes 7 / Nays 0 / Motion Carried
Adoption of the agenda with the following changes:
Removing consent agenda item 15.2 Six-Month Review of Closed Session Meeting Minutes and Verbatim Record of Closed Meetings and moving it to action item 16.10.
Removing consent agenda item 15.6 Resolution 2026-01 and moving it to action item 16.11.

8. **Superintendent's Report** (R) (Ms. Lombard)
Updates will be provided at this time.
Recommendation: For informational purposes only
Ms. Lombard presented the Superintendent's update on the Strategic Plan. The final Professional development for the school year will take place on institute day, April 24th. The April Raiders Roundtable episode has been released. An update on the district attendance campaign and other district information was shared.

8.1. **Donations (R)** (Ms. Lombard)
Special Olympics Illinois — Miscellaneous soccer equipment valued at $247
Ms. Lombard presented the donation of soccer equipment from Special Olympics Illinois and thanked them for their generosity.

9. **Student Board Representatives (R)** (Niko Knanishu and Emma Jorgensen)
The student Board Representatives updates will be provided at this time.
Recommendation: For informational purposes only
Niko Knanishu and Emma Jorgensen shared their Student Board Representative updates. The first round of interviews for the new student advisory representative was completed. The students' shared their work on a student-led professional development session they are working on. There is an upcoming Superintendent Student Advisory Committee meeting on April 29th. The advisors also shared their work on a survey for the "What's Great in Huntley 158 - Student Edition" The board thanked the advisors for their hard work.

10. **Assistant Superintendent Learning and Innovation (R)** (Dr. MacCrindle)
Updates will be provided at this time.
Recommendation: For informational purposes only.
Dr. MacCrindle shared the Learning and Innovation updates. State assessments are nearing completion. Next school year, first grade students' will not have Chromebooks supplied for each child, but instead will be available in the classrooms for small groups. The board asked about limiting the Chromebooks for 2nd graders as well.

11. **Chief Financial Officer/Treasurer (R)** (Mr. Altmayer)
Updates will be provided at this time.
Recommendation: For informational purposes only.
Mr. Altmayer presented the financial updates. The Finance Committee meeting took place on April 9, 2026, and went well. The board asked to have the finance meetings open to the public in the future.

12. **Assistant Superintendent of Special Services (R)** (Dr. Gill)
Updates will be provided at this time.
Recommendation: For informational purposes only.
Dr. Gill shared the Special Services updates. The Transition to Adulthood Fair took place and was well received by the families and community. Special Olympics March basketball finished in 4th place. Marco Natale shared information about a calming kit he designed. He worked collaboratively with staff to make the kits and have them available for special events. Ms. Lombard applauded Marco for his hard work on the project, as did the board.

13. **Director of Communications and Public Engagement (R)** (Ms. Barr)
Updates will be provided at this time.
Recommendation: For informational purposes only.
Ms. Barr presented the District Communications Dashboard.

13.1. **FOIA Requests (R)** (Ms. Barr)
A monthly report on the FOIA requests is provided in the packet.
Ms. Barr presented the FOIA requests.

14. **President's Report** (Mr. Troy)

14.1. **Board Discussion (D)** (Mr. Troy)
The Board will discuss new business items.
The Board discussed presenting about student engagement at the Triple I conference. Unfortunately, the deadline to submit for presenting was in March.

15. **Consent Agenda (A)** (Mr. Troy)
The following Consent Agenda items have gone through the Committee of the Whole. Prior to adoption, revisions are presented here.
Roll Call: Ayes 7 / Nays 0 / Motion Carried
Recommendation: Seeking approval and adoption of the Consent Agenda as follows:
Approval of the consent agenda except items 15.2 and 15.6 which are now action items. This motion, made by Paul Troy and seconded by Andy Fekete, Passed.
Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 7, Nay: 0

Consent agenda items 15.2 and 15.6 were moved to action items 16.10 and 16.11.

15.1. **Minutes (A)** (Mr. Troy)
The following minutes are presented for approval:
March 5, 2026, Committee of the Whole meeting minutes
March 5, 2026, Executive Closed Session meeting minutes
March 19, 2026, Board of Education meeting minutes
March 19, 2026, Executive Closed Session meeting minutes
Recommendation: Seeking approval of the Board as presented.

15.2. ~~**Six-Month Review of Closed Session Meeting Minutes and Verbatim Record of Closed Meetings**~~ **(A)** (Mr. Troy)
Executive session meeting minutes from July 18, 2019, August 15, 2019, April 28, 2021, and August 23, 2023, were moved forward for release during the March 19, 2026, Board of Education closed session meeting:
The remainder of the executive closed session meeting minutes still require confidential treatment.
Closed session audio recordings from April 2024 through September 2024 were moved forward for destruction at the March 19, 2026, Board of Education closed session meeting.
Recommendation: Release of the July 18, 2019, August 15, 2019, April 28, 2021, and August 23, 2023, closed session meeting minutes and destruction of the verbatim recordings from April 2024 through September 2024, as allowable by law.
Removed from the consent agenda and made action item 16.10.

15.3. **Payables (A)** (Mr. Altmayer)
Mr. Altmayer will seek approval of the Purchase Orders issued at $391,670.42; and Imprest issued at $918,434.57, as presented.
Recommendation: Seeking approval by the Board as presented.

15.4. **School Bus Bid (A)** (Dr. Zehr)
At the April 2, 2026, Committee of the Whole meeting, the Board of Education moved forward the School Bus Bid for approval.
Recommendation: Seeking approval of the Board of Education as presented.

15.5. **Northwestern Worksite Statement of Work (A)** (Dr. Zehr)
At the April 2, 2026, Committee of the Whole meeting, the Board moved forward the Statement of Work with Northwestern Medicine for approval.
Recommendation: Seeking approval of the Board as presented.

15.6. ~~**Resolution 2026-01**~~ **(A)** (Ms. Lombard)
At the April 2, 2026, Committee of the Whole meeting, the board moved forward for approval forty-seven executive closed session meeting minutes from the term of the previous Superintendent/Interim Superintendent and Board Secretary/Board Recording Secretary.
Recommendation: Seeking approval of the board as presented.
Removed from the consent agenda and made action item 16.11.

15.7. **McHenry County Regional Safe School Program** (A) (Ms. Lombard)
The District and McHenry County are extending their Intergovernmental Agreement for the Safe School Program.

Recommendation: Administration recommends that the Board of Education approve the attached resolution authorizing participation in the McHenry County Regional Safe School program by extending the validity period and adhering to all provisions of the existing Intergovernmental agreement.

15.8. **Illinois Elementary School Association Membership (A)** (Lombard)
At the April 2, 2026, Committee of the Whole meeting, the finance committee moved forward with the renewal of the IESA Membership for the 2025-26 school year.
Recommendation: Seeking approval of the Board as presented.

16. **Action Items / Roll/ Voice Call** (Mr. Troy)
Action items require a motion and a second; discussion if needed; and roll.

16.1. **HR Personnel (A)** (Dr. Zehr)
Seeking 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.
Recommendation: Seeking approval by the Board as presented.
Roll Call: Ayes 6 / Nays 1 / Motion Carried
Approval of the Human Recourses personnel report. This motion, made by Paul Troy and seconded by Sean Cratty, Passed.
Melissa Maiorino: Nay, Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 6, Nay: 1
Melissa Maiorino: Nay

16.2. **Policy Revision: First Reading (A)** (Dr. Zehr)
Resolution on Health Insurance for Substitute Employees and Policy Amendments – First Reading.
Recommendation: The Policy Committee recommends the Resolution on Health Insurance for Substitute Employees and policies to be forwarded for a second reading at the next Regular BOE meeting.
Roll Call: Ayes 7 /Nays 0 / Motion Carried
Resolution on Health Insurance for Substitute Employees and policies approved for the first reading.
Approval of the Resolution on Health Insurance for Substitute Employees and Policy Amendments - First Reading. This motion, made by Paul Troy and seconded by Rich Bobby, Passed.
Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 7, Nay: 0

16.3. **Multi-Year Contract for Assistant Superintendent of Special Services (A)** (Ms. Lombard)
Ms. Lombard will seek the approval of the Multi-Year contract for Dr. Gill as Assistant Superintendent of Special Services from July 1, 2026 through June 30, 2029.
Recommendation: Seeking approval as presented.
Roll Call: Ayes 7 / Nays 0 / Motion Carried
Approval of the multi-year contract for Assistant Superintendent of Special Services for Dr. Gill. This motion, made by Paul Troy and seconded by Chuck Ruth, Passed.

Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 7, Nay: 0

16.4. **Multi-Year Contract for Director of Communications and Public Engagement (A)** (Ms. Lombard)
Ms. Lombard will seek the approval of the Multi-Year contract for Ms. Barr as Director of Communications and Public Engagement from July 1, 2026 through June 30, 2029.
Recommendation: Seeking approval as presented.
Roll Call: Ayes 7 / Nays 0 / Motion Carried
Approval of the multi-year contract for the Director of Communications and Public Engagement for Ms. Barr. This motion, made by Paul Troy and seconded by Sean Cratty, Passed.
Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 7, Nay: 0

16.5. **Multi-Year Contract for Assistant Superintendent of Learning and Innovation (A)** (Ms. Lombard)
Ms. Lombard will seek the approval of the Multi-Year contract for Dr. Anna Hoyou as Assistant Superintendent of Learning and Innovation from July 1, 2026 through June 30, 2029.
Recommendation: Seeking approval as presented.
Roll Call: Ayes 7 / Nays 0 / Motion Carried
Approval of the multi-year contract for Assistant Superintendent of Learning and Innovation for Dr. Hoyou. This motion, made by Paul Troy and seconded by Rich Bobby, Passed.
Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 7, Nay: 0

16.6. **Addendum to High School Principal contract (A)** (Dr. Zehr)
Dr. Zehr will seek the approval of a one-year addendum to the current high school principal contract due to the sabbatical leave for the 2026-27 school year for Dr. Belin.
Recommendation: Seeking approval as presented.
Roll Call: Ayes 6 / Nays 1 / Motion Carried
Approval of a one-year addendum to the current high school principal contract for Dr. Belin. This motion, made by Paul Troy and seconded by Rich Bobby, Passed.
Melissa Maiorino: Nay, Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 6, Nay: 1
Melissa Maiorino: Nay

16.7. **Interim Principal Contract (A)** (Dr. Zehr)
Dr. Zehr will seek the approval of the Interim Principal contract for Ms. Letkewicz.
Recommendation: Seeking approval as presented.
Roll Call: Ayes 7 / Nays 0 / Motion Carried
Approval of the Interim Principal contract for Ms. Letkewicz. This motion, made by Paul Troy and seconded by Sean Cratty, Passed.
Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Laura

Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 7, Nay: 0

16.8. **Associate Principal Contract (A)** (Dr. Zehr)
Dr. Zehr will seek the approval of the Associate Principal contract for Ms. Pocztowski.
Recommendation: Seeking approval as presented.
Roll Call: Ayes 7 / Nays 0 / Motion Carried
Approval of the Associate Principal contract for Ms. Pocztowski. This motion, made by Paul Troy and seconded by Sean Cratty, Passed.
Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 7, Nay: 0

16.9. **Supplemental Purchase Orders and Accounts Payable** (A) (Mr. Altmayer)
Administration recommends approval of the Supplemental Purchase Orders Report at $257,831.61 and Supplemental Accounts Payable at $10,266.09 as presented.
Recommendation: Seeking approval by the Board as presented.
Roll Call: Ayes 7 / Nays 0 / Motion Carried
Approval of the supplemental purchase orders and accounts payable. This motion, made by Paul Troy and seconded by Sean Cratty, Passed.
Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 7, Nay: 0

16.10. **Six-Month Review of Closed Session Meeting Minutes and Verbatim Record of Closed Meetings (A)** (Mr. Troy) Executive session meeting minutes from July 18, 2019, August 15, 2019, April 28, 2021, and August 23, 2023, were moved forward for release during the March 19, 2026, Board of Education closed session meeting: The remainder of the executive closed session meeting minutes still require confidential treatment. Closed session audio recordings from April 2024 through September 2024 were moved forward for destruction at the March 19, 2026, Board of Education closed session meeting.
Recommendation: Release of the July 18, 2019, August 15, 2019, April 28, 2021, and August 23, 2023, closed session meeting minutes and destruction of the verbatim recordings from April 2024 through September 2024, as allowable by law.
Roll Call: Ayes 7 / Absent 0 / Motion Carried
Release of the July 18, 2019, August 15, 2019, April 28, 2021, and August 23, 2023, closed session meeting minutes. This motion was amended to remove the destruction of the verbatim recordings from April 28, 2024 through September 2024. This motion, made by Paul Troy and seconded by Sean Cratty, Passed.
Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Melissa Maiorino: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 7, Nay: 0

16.11. **Resolution 2026-01 (A)** (Ms. Lombard) At the April 2, 2026, Committee of the Whole meeting, the board moved forward for approval forty-seven executive closed session meeting minutes from the term of the previous Superintendent/Interim Superintendent and Board Secretary/Board Recording Secretary. **Recommendation:** Seeking approval of the board as presented.
Roll Call: Ayes 6 / Absent 1 / Motion Carried

Approval of Resolution 2026-01. This motion, made by Paul Troy and seconded by Sean Cratty, Passed.
Melissa Maiorino: Nay, Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Laura Murray: Yea, Chuck Ruth: Yea, Paul Troy: Yea
Yea: 6, Nay: 1
Melissa Maiorino: Nay

17. **Public Comment** (Mr. Troy)
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.
No public comments were made at this time.

18. **Closed Session / Roll Call (A)** (Mr. Troy) Move to resume closed session at 9:00 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; (10) Student Disciplinary; (11) Other matters related to individual students; (15) Discussion of minutes of meetings lawfully closed under this Act. Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy Roll Call: Ayes 7 / Nays 0 / Absent 0 / Motion Carried

18.1. **Exit or Suspend Closed Session / Voice Call (A)** Move to exit or suspend closed session at 11:07 p.m. and return to open session.
Voice Call: Ayes 7 / Nays 0 / Motion Carried

18.2. **Action as Required / Roll Call (Mr. Troy)** Will come from the Board.
Roll Call: Ayes 4 / Nays 3 /Absent 0 / Motion Carried
Action: Recommendation will come from the Board.
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
Student 2026-01 be expelled, held in abeyance, conditional of acceptance and successful completion at the Regional Safe School, Evergreen Academy, or another district approved placement for the remainder of the 2026-2027 school year, the summer of 2026, the entre 2026-2027 school year and through April 17, 2028 with an option to be eligible to return in the fall of 2027, subject to an administrative review at the end of the 2026-2027 school year. This motion, made by Paul Troy and seconded by Andy Fekete, Passed.
Melissa Maiorino: Nay, Laura Murray: Nay, Paul Troy: Nay, Rich Bobby: Yea, Sean Cratty: Yea, Andy Fekete: Yea, Chuck Ruth: Yea
Yea: 4, Nay: 3
Melissa Maiorino: Nay, the consequence was too harsh. Laura Murray: Nay, believed the consequence was too long and the district is giving inconsistent consequences. Paul Troy: Nay, the consequence was of insufficient duration.

19. **Adjournment (A)** (Mr. Troy)
Members: Mr. Bobby, Mr. Cratty, Mr. Fekete, Mrs. Maiorino, Mrs. Murray, Mr. Ruth, Mr. Troy
Motion to adjourn the meeting at 11:18 p.m.
Voice Call: Ayes 7 / Nays 0 / Motion Carried
Mr. Troy moved and Mr. Cratty seconded to adjourn the April 16, 2026, Board of Education meeting at 11:18 p.m.

Submitted by,

Sharon Piemonte, Board Operations
Melissa Maiorino, Board Secretary

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President Date Secretary Date