

McLean County Unit District No. 5 Board of Education Regular Meeting Agenda

Wednesday, July 22, 2020

Public Session 6:30 PM

Normal West High School

501 N Parkside Rd

Normal, IL 61761

MASKS ARE REQUIRED.

1. CALL TO ORDER AND ROLL CALL

2. ADJOURN TO CLOSED SESSION(5:30p.m.)

Recommended motion: Move to adjourn to closed session to discuss the following matter according to the exceptions provided in the Open Meetings Act and specified as follows:

2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body or against legal counsel for the public body to determine its validity and

2(c)(11) 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.

3. RETURN TO PUBLIC SESSION(6:30P.M.)

4. PLEDGE OF ALLEGIANCE

5. SUPERINTENDENT COMMENTS

6. PUBLIC COMMENTS

7. REPORTS

A School Plan for 2020-2021

4

8. ACTION

A School Plan for 2020-2021

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B Negotiated Contract for 2020-2021 between the Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois and Local Union 362 Laborer's International Union of North America

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9. CONSENT AGENDA

A Approval of Minutes

Minutes are not released for public viewing until approved by the Board of Education

1 Regular Session 06.17.20

B Personnel Matters

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1 Resignations/Retirements/Releases/Terminations

2 Employment

3 Contract Revisions

4 Leave Requests

C Notice of Remedy

64

D Payment of Bills and Payrolls

1 Bills and Payroll Reports

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E Approve Requests for Authorization to Use Fire Prevention and Safety Funds

1 KJHS, athletic track repaving, Amendment #41

198

2 NCWHS, replace chiller, Amendment #48

202

3 Parkside Elementary, new concrete and carpeting in Media Room, Amendment #12

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F Approve Semi-Annual Review of Closed Session Minutes of Meetings Lawfully Closed According to the Exceptions Provided in the Open Meeting Act

G Approval of Destruction of Audio Recordings of Closed Minute Sessions from April 1, 2018-September 30, 2018

H	Second Amendments to Independent Contractor Agreements with Chestnut Health Systems, Inc. for certain counseling services for Normal Community High School and Normal Community West High School.	210
I	Resolution of the Board of Education Community Unit School District No. 5, McLean and Woodford Counties, Illinois Authorizing Interfund Loans from Fund Reserves to other Funds as permitted under Illinois School Code	212
J	Resolution to Authorize Interfund Loans from the Working Cash Fund to Other Funds	213
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L	Approve Board Policies, Administrative Procedures, and Exhibits	
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2	Section 4 - Operational Services	
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f.	Exhibit 4.190-AP2,E3 Threat Assessment Key Areas and Questions Examples	246
g.	Exhibit 4.190-AP2, E4 Responding to Types of Threats	249
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3	Section 7 - Students	
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N	Approve Curt Richardson as Expulsion Hearing and Suspension Review Officer for the District	
10.	REPORTS AND DISCUSSION	
A	1st Reading Board Policies, Administrative Procedures, and Exhibits	
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a.	Policy 2.220 Board Meeting Procedure	260
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3	Section 3 - General School Administration	
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a.	Exhibit 8.20-E1 Application and Procedures for Use of School Facilities	295
b.	Exhibit 8.20-E2 Non-School Related Group Acknowledgment, Assumption of Risk, Release & Indemnification	298

B Requests for Information Pursuant to the Illinois Freedom of Information Act

Presenter: Curt Richardson

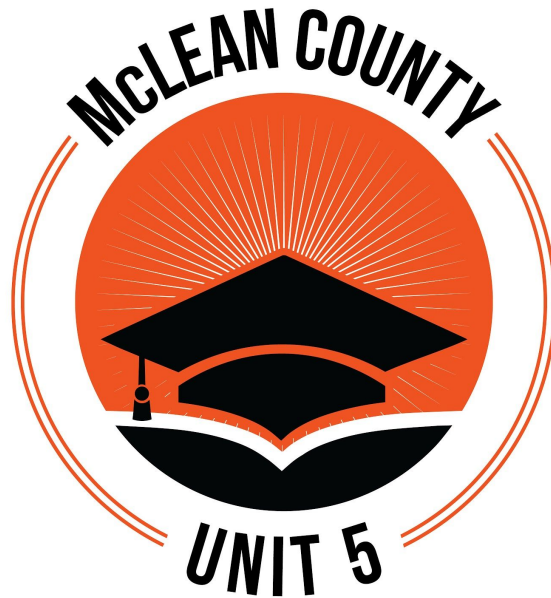
The District has received and processed the following requests for information:

- 1 NAACP, requested 06.24.20, responded 07.01.20
- 2 Diane Benjamin, requested 07.02.20, responded 07.14.20

11. BOARD REPRESENTATIVE COMMITTEE MEETING REPORTS, ANNOUNCEMENTS AND COMMENTS

12. ADJOURNMENT

Return to School



A Guide to the 2020-2021 School Year

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INTRODUCTION

Beginning March 17, 2020, school districts throughout Illinois were required to close buildings due to the threat of COVID-19. Since that time, the State of Illinois has released the [Restore Illinois Plan](#), which guides regions and the State to reopening. The Illinois State Board of Education (ISBE) “strongly encourages” schools to return to in-person learning at the beginning of the 2020-21 school year. It is important to note that these requirements and guidelines are subject to change, pursuant to updated public health guidance, changing public health conditions, and further directives from the ISBE. This will be a living document with changes being made as recommendations and/or guidelines change from the Center for Disease Control & Prevention (CDC), Illinois Department of Public Health (IDPH), Illinois State Board of Education (ISBE), etc.

During the past several months, Unit 5 has worked to gather input from a variety of groups. The District formed a Pandemic Advisory Committee, including parents, staff, union representatives, and community members, to gather feedback while planning for the school year. We have surveyed parents and staff members. Additionally, we’ve done a lot of reading and listening to guidance from organizations such as the CDC, IDPH, ISBE, and our local health department. I’d like to thank everyone who either completed one of the surveys and/or who participated in the Pandemic Advisory Committee. Your input was greatly appreciated and helpful as we developed a plan that meets ISBE and IDPH guidelines while still providing Unit 5 students with a quality education. **This document outlines Unit 5’s plan as of July 20, 2020. Local and State positivity rates, cases, and regulations may cause the District to make changes to the start of the 2020-21 school year.**

As we move forward, it is imperative that parents and staff are aware of a few things that will necessitate flexibility. First, some of the ways we “do” school will be different this year. We will limit visitors entering our buildings and activities being held in our facilities to limit the exposure to our students and staff. Second, some of the classes will look different in order to keep students and staff safe while following State guidelines. Lastly, it is very likely that at some point this year we will ALL be remote learning for a period of time as a result of state closure, local closure, local outbreak, or lack of available healthy staff to conduct in-person instruction. The advance notice for some of these circumstances may be very short and we will do our best to provide families and staff with information as soon as we can.

<h1>RESTORE ILLINOIS</h1>				
<h2>A Public Health Approach To Safely Reopen Our State</h2>				
Phase 1 Rapid Spread	Phase 2 Flattening	Phase 3 Recovery	Phase 4 Revitalization	Phase 5 Illinois Restored
<p>Strict stay at home and social distancing guidelines are put in place, and only essential businesses remain open.</p> <p>Every region has experienced this phase once already and could return to it if mitigation efforts are unsuccessful.</p>	<p>Non-essential retail stores reopen for curb-side pickup and delivery.</p> <p>Illinoisans are directed to wear a face covering when outside the home and can begin enjoying additional outdoor activities like golf, boating & fishing while practicing social distancing.</p>	<p>Manufacturing, offices, retail, barbershops and salons can reopen to the public with capacity and other limits and safety precautions.</p> <p>Gatherings of 10 people or fewer are allowed.</p> <p>Face coverings and social distancing are the norm.</p>	<p>Gatherings of 50 people or fewer are allowed, restaurants and bars reopen, travel resumes, child care and schools reopen under guidance from the Illinois Department of Public Health.</p> <p>Face coverings and social distancing are the norm.</p>	<p>The economy fully reopens with safety precautions continuing.</p> <p>Conventions, festivals and large events are permitted, and all businesses, schools and places of recreation can open with new safety guidance and procedures.</p>

CHANGES TO 2020-21 SCHOOL CALENDAR

The Unit 5 Board of Education approved the 2020-21 school calendar in January 2020. Some changes have occurred since that time requiring adjustments to the calendar. Election Day (November 3, 2020), will be a state holiday with Governor Pritzker's signing of Senate Bill 1863. This will be a day off of school, and as a result an additional day will be added to the end of the school year. Additionally, the District reviewed ISBE guidance on modifying school calendars to provide teacher institute/planning days at the beginning of the school year. Teachers will participate in professional development August 17-21, which will focus on diversity and inclusion, equity, safety measures during COVID, and remote instruction preparation. Additional calendar changes may be necessary should the public health situation change.

Here is an overview of what the start of school will look like:

- August 17 & 18 Teacher Institute Days
- August 19, 20, 21 Staff Planning Days
- August 24 Students' First Day of School K-12+ grades*
- August 31 Early Learning Students' First Day

*Students that do not attend school on Mondays will have their first day of school on Tuesday, August 25th

INSTRUCTIONAL OPTIONS

Families will be given two options: In-person learning OR online instruction. In-person learning will be provided at all grades, PreK-12+. Unit 5 believes that in-person learning is the best option for students who are medically able to return to school. In-person learning provides the greatest opportunity to meet students' academic and social-emotional needs. Teachers are able to respond to students' needs and questions in a timely manner based on verbal and non-verbal cues. The American Pediatrics has stated that schools are fundamental to child and adolescent development and well-being. Students need to be around their peers for socialization which in-person learning can provide. In-person learning cannot be replicated through an online curriculum. Online instruction will be offered and is suggested for students who have an underlying health condition which puts them in a high risk category. There may be other reasons why a family might choose online learning (e.g. a family member with an underlying health condition).

Next Steps and Deadline for Families

After reading through this document families will need to decide how their their student(s) will learn 1st semester:

- In-person learning OR Online learning
 - If in-person learning is selected families will need to decide if they want/need district transportation
- Families will be asked to complete a Google Form to make their choice for each student. The form will be made available, and sent to families, after the Return to School Plan is approved by the Board of Education. The Board of Education meets on Wednesday, July 22. The form will need to be completed by Wednesday, July 29.

IN-PERSON LEARNING

If you choose in-person instruction, the following requirements will be in place:

- Wear masks* unless outside or eating
 - Refusal to wear a mask in the building will lead to the student being redirected and then sent home if refusal occurs
 - Repeated refusal will lead to the student being placed into the Online Learning program
- Daily health certifications (see health and wellness below)
- Will socially distance to the greatest extent possible
- Supplies will be limited to only one person using them as much as possible
- PE will take place while adhering to the same guidelines listed above and without use of locker rooms at the Junior High and High School (except for swimming classes)

*Students who are medically unable to wear a mask must provide documentation from a physician. In these situations a face shield should be worn by the student at all times. Desk shields will also be placed on these student's desk/work spaces. If a face shield cannot be worn the building administrator will work with the family to evaluate if in-person learning is the safest option for the student.

Cafeteria

- Students will be allowed to remove masks when eating or drinking.
- Unit 5 will continue to provide breakfast and lunch service.
- Spacing of students will be arranged to stay under the 50-person threshold.
- Additional spaces outside the cafeteria will be utilized, if necessary. It is currently not our plan for students to eat in their classrooms.

Instruction

Teachers will follow Unit 5 curriculum and provide instruction based on grade level and/or course standards while differentiating to meet students' needs.

- PreK: Students will attend Monday-Friday. The ½ day program will attend their regular schedule (7:45-10:15 and 11:45-2:15) while the full day PreK program will run from 7:45 am-12:00 pm. Each day staff will provide families and students with an additional learning activity that they can do at home (approximately 20 minutes).
- K-5: Students will attend Monday-Friday from 7:45 am- 2:10 pm. Students are being dismissed 20 minutes earlier than normal to make up lost teacher planning time due to COVID related restrictions.
 - Buildings **may** have staggered drop off and pick up times for families that are driving their student(s) to and from school. This will be handled on a building by building basis to ensure all students are safely entering and exiting the building.
 - Due to the large number of students coming from multiple buildings into junior highs and the need to transport back to their home school, 5th grade band and orchestra will not take place during 1st semester. We will re-evaluate for the 2nd semester.
- 6-12+: Students will attend in-person two days a week. Every Wednesday, students will engage with a teacher remotely for instruction and/or discussion. The other two days of the week students will engage in self-paced work and learning. Due to the number of students in each junior high and high school we needed to reduce the number of students physically present at any one time.
 - Mondays & Thursdays: Students whose last names begin with the letters A-K will attend in-person
 - Tuesdays & Fridays: Students with last names beginning with the letters L-Z will attend in-person
 - Wednesdays will be a remote learning day for all students
- Special Education:
 - Students in grades 6-12+ who receive IEP services within a self-contained program (Specialized Services level 1, 2 or 3 at EJHS, PJHS, NCHS, WEST, SEP at CJHS, SSP at NCHS and all

programs at Field) will attend school Monday, Tuesday, Thursday and Friday. Wednesday will be a remote learning day.

- All other K-12+ students who receive special education services will follow the above Elementary and Secondary schedules as outlined.
- EL
 - Students in grades 6-12+ who receive Newcomer level ESL services (students who are in the Newcomer Program at CJHS or are enrolled in ESL 1 and 2 at NCHS) at Chiddix and NCHS will attend school Monday, Tuesday, Thursday and Friday. Wednesday will be a remote learning day.
 - All other K-12+ students who receive English Learner services will follow the above Elementary and Secondary schedules as outlined.

Classrooms

- Classroom seating will be configured with maximum allowable space between students.
- Elementary and junior high schedules will be developed in a way that will limit student movement throughout the day.
- Employees will modify instructional plans to reduce student contact, and maintain appropriate social distancing to the greatest extent possible.
- Class sizes will depend on student enrollment numbers, but will not exceed the typical district averages per class.
- The borrowing or sharing any items will be restricted
- No classes will have more than 50 individuals in one space at one time, including PE, orchestra, band, etc

Devices

- Every Unit 5 student, in grades K-12+, will be issued a district device. K-2 and all students in the Specialized Services program will receive a tablet while students in grades 3-12+ will receive a chromebook. Student access will be monitored for online safety.

Hallways & Lockers

Transitions to specials and passing periods are typically a time when many students are in the hall at the same time. In an effort to reduce the number of students in the hallway together Unit 5 is taking the following steps:

- Limits will be placed on the number of students allowed in a hallway at one time.
- Restroom procedures will be established at each school to limit the number of students transitioning in the hallway and in restrooms at one time.
- K-5: Specialist teachers (art, music, etc) will travel to each classroom to provide lessons so that students are not in the hallway as often
- 6-8: Students are grouped into teams and transitions will be staggered by each team. This will minimize the number of students in the hall at any one time.
- 9-12+: Per our plan only half of the HS students will be present on any given day. This will reduce the number of students in the halls at any one time.
- Signs and arrows will be placed throughout the buildings directing the flow of traffic
- Lockers will be minimally used. Students in grades 6-12+ will be allowed to carry backpacks to and from class as long as they are kept on the back of student desks. Students who need to store equipment at school may be allowed to use their assigned locker.

Return to Remote Instruction

It is very likely that at some point this year families who choose “in-person learning” for their student(s) will have to transition to remote learning for a period of time as a result of state closure, local closure, local outbreak, or lack of available healthy staff to conduct in-person instruction. Students will continue to receive their instruction

from their classroom teacher(s). Remote instruction this year WILL look different than it did this past spring. In March schools and families were unexpectedly thrown into remote instruction. Everyone did the best they could in the spring but now that we have had time to plan and prepare this is what families can expect:

- **Student Device and Access**
 - All students who are in Remote Learning will be required to utilize district provided devices.
 - Students will be monitored for safety
- **Learning/Communication Platforms**
 - In an effort to provide consistency and clarity, the following learning and communication management platforms will be used:
 - K-2 and Specialized Services levels 1-3- Seesaw, Art, Music, PE, Librarian, and other Specialists may use Infinite Campus and/or Google Classroom
 - Grades 3-12+ Google Classroom
 - Faculty and staff will also be available through their Unit 5 email address.
 - Communication will also be sent through Infinite Campus
- **Delivery of Content**
 - Students will be provided with structured schedules
 - Structured and scheduled engagement in academics
 - Scheduled remote meetings with classes with firm expectations
 - New curriculum will continue to be covered
 - Streamed or recorded lessons from teachers to facilitate new learning
- **Grading/Academic Expectations:**
 - Students will be required to be present and attendance will taken
 - Students will be expected to complete assignments and assessments by assigned due dates
 - Grading and feedback on assignments and assessments will be similar to in-person grading
- **Student Supports:**
 - Times of availability for faculty and staff
 - Social-emotional supports from school counselors, social workers, staff members, and administrators will be available to support students

Health & Wellness

- **Individuals who are sick should stay home and not report to school**
- All students and staff will be required to either self-certify their health or be subject to a temperature and symptoms check before entering school buildings DAILY. Self-certification will occur through an app that is pushed out to students/parents and staff on a daily basis.
- Students are required to wear a cloth face mask that covers their mouth and nose throughout the school day unless they are eating or outside
- Students must avoid touching their face and mask as much as possible, will be reminded to do so
- We will socially distance to the greatest extent possible
- Hallways and stairwells will have arrows indicating the direction traffic should flow
- Students will be taught and reminded about proper and frequent hand washing
- Hand sanitizer will be available throughout the buildings
- Locker rooms will only be used by students in swim class during the day
- Emphasis on students' mental health and social-emotional well being
- Signage will be posted throughout the buildings to remind students of appropriate social distancing and hygiene
- Students who refuse to wear a mask will be redirected to put one on. Students who refuse will be sent home

- Students who are sick and/or displaying symptoms will be quarantined until they can be picked up from school

<p align="center">Exclusion Protocol for Staff & Students source CDC and ISBE/IDPH school guidance document 6-23-20</p>	<p align="center">Exclusion Period</p>
<p>Person arrives to school or shows any symptom of COVID-19 through-out the school day, without known exposure to positive case</p> <p>* Symptoms defined as: Temperature greater than 100.4 degrees fahrenheit, cough, shortness of breath or difficulty breathing, chills, fatigue, muscle and body aches, headache, sore throat, new loss of taste or smell, congestion or runny nose, nausea, vomiting, diarrhea</p> <p>(If exposure to positive case, this person would already be quarantined - see #5 below)</p>	<p>* IMMEDIATE exclusion from classroom</p> <p>* Placed in supervised quarantine space</p> <p>* Parents are contacted for PROMPT pickup</p> <p>*Referral to a healthcare provider at own expense for an evaluation on whether testing is needed</p> <p>CDC/IDPH currently updating guidelines for the exclusion period for this point</p>
<p>Person tests positive for COVID-19 with symptoms</p> <p>* McLean County Health Department determines start date and end date of exclusion based on symptoms</p> <p>* Person (parent) MUST check in with school nurse before re-entry</p>	<p>10 days from start of symptoms AND 72 hours fever free (without medicine) AND improvement of respiratory symptoms</p>
<p>Person tests positive for COVID-19 with NO symptoms</p> <p>* McLean County Health Department determines start date and end date of exclusion</p> <p>* Person (parent) MUST check in with school nurse before re-entry</p>	<p align="center">14 days</p>
<p>Person is notified they are a "close contact" of positive COVID-19 case and develop symptoms</p> <p>* Already quarantined for minimum of 14 days</p> <p>* "Close contact" means within 6 feet for at least 15 minutes to a person who tested positive to COVID-19</p> <p>* All contact tracing and notifications will be completed by the McLean County Health Department</p>	<p>10 days from start of symptoms AND 72 hours fever free (without medicine) AND improvement of respiratory symptoms</p>
<p>Person is notified they are a "close contact" of positive COVID-19 case with NO symptoms</p> <p>* "Close contact" means within 6 feet for at least 15 minutes to a person who tested positive to COVID-19)</p> <p>* All contact tracing and notifications will be completed by the McLean County Health Department</p>	<p align="center">14 days</p>
<p>Person has returned from a location with sustained widespread community transmission, potentially including areas located within the United States (Travel Warning level 3)</p>	<p align="center">14 days</p>

Cleaning

- An increase in schoolwide cleaning and disinfecting
- High touch areas (door knobs, light switches, etc) Will be cleaned routinely during the day

- Each classroom will have disinfecting wipes, hand sanitizer, and/or a safe disinfectant spray that may be used to clean tables/desks
- The district has purchased additional cleaning materials to help maintain a safe and clean learning environment

Food Service & Water Fountains

- All students will wash hands, and/or be reminded to wash hands, prior to entering the cafeteria.
- Masks will be required while picking up food in the cafeteria line.
- Food selections will be pre-wrapped and choices will be reduced.
- Students will eat in common areas such as the cafeteria, gyms, multipurpose rooms, etc.
- Students will be spread out as much as possible during lunch and may be assigned seats.
- All water fountains will be turned off and we will be using water bottle filling stations to provide students with access to water throughout the day.

Transportation

Families will need to register for transportation for the 2020-21 school year through a Google Form. The following practices will be in place:

- Face masks must be worn
- Routes will be created with a maximum number of 48 students on each bus.
- Parents should complete the Self-Screener before their children board the bus and keep them home if they have any symptoms.
- Parents that have the ability to transport their children to school are encouraged to do so.
- A questionnaire will go out closer to the start of school to see who intends to ride buses this fall.
- Cleaning will occur in between routes

We anticipate an increase in parents dropping students off at school. Some schools may need to assign staggered drop off times and/or change drop off locations to accommodate this increase. Your school will provide more details.

Recess

Building principals will work with teachers to schedule recess at times to reduce the number of students outside at one time.

Extra-Curricular Activities & Clubs

- All decisions for IHSA participation will be governed by the [guidance](#) they have provided
- All non-IHSA extra-curricular activities will be governed by the guidance provided by ISBE and (as appropriate) by the guidance provided above
- Clubs may meet while following ISBE & IDPH guidelines. While in Phase 4 no more than 50 individuals may gather in one space.

ONLINE LEARNING

Families who decide that their child will participate in the online option must commit to online instruction for the entire first semester. In order to have proper staffing in place, we will not allow students to start online and then move to in-person learning. Students participating in online learning will be assigned to a Unit 5 teacher who is licensed to teach the grade range that the student is in (K-5, 6-8, 9-12+). The teachers assigned may ***not*** be a teacher from the student's home school or grade level.

Pre-K Online Learning

- Students medically unable to attend in person will be provided an online learning option

K-5 Online Learning

- Students participating in online learning will receive daily and weekly course expectations
- Class announcements and learning objectives through a digital format
- A variety of activities related to Reading, Writing, Word Study, Math and Social Emotional Learning (SEL) will be provided to students
- New learning and instruction will occur
- Attendance will be taken daily
- Feedback and grading on learning targets will occur

6-12+ Online Learning

- Students in grades 6-12+ will access courses through Edmentum, an online learning platform. This curriculum is ***self paced*** which means that the student will be responsible for working through the content.
- Not all courses offered through Edmentum will be offered at the middle schools and high schools. Administration will try to align students' current first semester course schedule with available Edmentum courses. Click [here](#) for a list of courses offered by Edmentum. Click [here](#) for a list of current Edmentum courses offered at the high schools. Click here for a list of Edmentum courses planning to be offered at the middle schools.
- The teacher will monitor how students are performing within the Edmentum course and can provide support to students with questions
- The teacher will communicate, with families, their student's pace and progress so there is not a question about if they are behind, ahead or right on target with their goals
- The teacher will be responsible for checking in on students' social emotional well being throughout the week by holding virtual meetings and providing SEL lessons
- New learning and instruction will occur
- Attendance will be taken daily
- Grading will occur

Special Education Online Learning

Students in grades 6-12+ who receive IEP services within the self-contained Specialized Services level 2/3 program at PJHS, NCHS, WEST, and Field will have individualized lessons created by staff.

All other K-12+ students who receive special education services will receive services via the online learning platform explained above.

Please note that ***no online learning platform*** can replicate an in-person classroom experience. Students who start the semester using the online learning platform will continue with this platform even if students participating in "in-person" learning go remote.

OVERVIEW OF INSTRUCTIONAL OPTIONS

	In-Person Learning	Online Learning
Who will teach this?	Unit 5 employee licensed at that grade level/subject	Unit 5 employee licensed for the grade range: K-5, 6-8, 9-12+.
Curriculum	Unit 5 approved curriculum differentiated to meet students' needs	K-5: Unit 5 Curriculum with a focus on Word Study, Reading, Writing, Math and SEL Grades 6-12+: Edmentum curriculum, Individualized lessons for identified special education programs
School issued device	Pre-K: Families in need should contact their child's building administrator K-2: Tablet 3-12+ Chromebook K-5 Specialized Services Programs: Tablet	Pre-K: Families in need should contact their child's building administrator K-2: Tablet 3-12+ Chromebook K-5 Specialized Services Programs: Tablet
Frequency of meeting	PreK-5 Daily 6-12+: in-person 2 days a week, remote instruction 3 days a week Special Education: in-person M,T,Th,F for specific programs	Attendance taken daily
IF schools have to return to remote instruction what will look different?	Students' instruction will be provided remotely by the teacher(s) they are assigned to while in-person. See p.5 of this document.	No change

FREQUENTLY ASKED QUESTIONS

Q: How will educators address learning loss that may have taken place since the spring of 2020?

A: Tasks forces and departments have identified key concepts that may need to be covered during the 20-21 school year as well as the most important learning outcomes for each course. Teachers will focus on the key learning targets over the course of this school year.

Q: Why do families have to make a decision for a full semester?

A: In order to have proper staffing for in-person learning and online learning we need to have families commit to a period of time. Courses are typically built on a semester basis therefore making it difficult to allow for movement in and out at the quarter. The online learning will not be covering the same topics at the same time as in-person learning therefore making it difficult for students to transition in and out at any given time.

Q: Did the district adhere to the guidance as provided by the Illinois State Board of Education, Illinois Department of Public Health, and the Illinois High School Athletic Association in the creation of the plan?

A: Yes, we have and will continue to monitor and follow guidance from the above mentioned organizations.

Q: Can students get mask breaks during the day?

A: Yes, but they should be taken when outdoors and sufficiently spaced.

Q: What happens if there is a positive case of COVID in school?

A: Individuals who test positive for COVID will be contacted by the health department. The school will be contacted if a student or staff member tests positive. Contact tracing will occur along with the health department. Individuals who share a classroom, ride the same bus, or have been found to come into close contact with the individual who tested positive will be notified. All individuals will need to follow the quarantine guidelines on p.4.

Q: Will before and after school care be provided?

A: Yes, before and after school care will be provided by various providers. Each provider will submit a COVID plan to the unit prior to the start of the school year.

Q: Was a hybrid model considered for PreK-5?

A: Yes, however it was decided that our youngest learners need to be in person as much as possible. We believe the best way to support our youngest learners academic and social emotional needs is daily in-person instruction. Younger students often need more visual and verbal instruction with hands-on opportunities to reinforce skills learned. Our elementary buildings have fewer students in them than our junior highs and high schools therefore allowing us to have all students every day.

Q: Why do students in grades 6-12+ attend in-person two days a week? Why aren't these days back to back?

A: Due to the number of students in each junior high and high school we needed to reduce the number of students physically present at any one time. Having days in between students' in-person instruction allows them time to process what they learned and have follow up to any confusion or misunderstanding students might have.

Q: Why can't students in grades 6-12+ go every day for half days?

A: High school students take courses through other entities (BACC, HCC, Comp Sci, Internship, Work Program, VTAP, Entrepreneurship, Intro to Ed) which make ½ days extremely difficult to fit with students' schedules.

Q: What if my HS student is scheduled to take a course at Bloomington Area Career Center (BACC)?

A: Students will still be able to take a course at BACC. BACC will have a specific plan that will be shared. Watch for information to come from BACC or the HS your child attends.

Q: Was remote learning for all considered as an option?

A: Yes, this option was considered; however we believe that we will be able to follow the detailed guidelines set forth from the Centers for Disease Control and Prevention and the Illinois Department of Public Health to allow students and staff to safely return to in-person learning because we are in Phase 4 of the Restore Illinois plan. The safety of our students and staff is our number one priority. Also, students learn best when the teacher is able to respond immediately to a student's question and misunderstanding. Teachers are able to best support students' understanding and application of concepts when in-person. If the State of Illinois goes back into Phase 1-3 then students will all be learning remotely.

Q: Will groups be able to use Unit 5 facilities in the evenings and on weekends (ie. gyms, etc.)?

A: Unit 5 will not enter rental agreements for use of our facilities for the first semester of the school year.

Q: Will guest speakers, parents, etc be allowed in the building?

A: At this point, we will only be admitting necessary staff and personnel. This includes not hosting events such as Parent Teacher Conferences, Meet the Teacher Night, etc. These events will be replaced with virtual or digital supplements.

Q: If a student is required to quarantine, how will they receive their instruction?

A: Unit 5 will work with families to make sure that students receive instruction and missed work.

Q: Will late starts still occur during the 20-21 school year?

A: Yes, late starts allow our staff common

Q: Can students who choose online learning participate in extracurricular activities?

A: Yes, students choosing online learning can participate in extracurricular activities.

Q: Can students who choose online learning participate in co-curricular activities?

A: No, students who choose online learning will not be able to participate in co-curricular activities because they will miss out in the in-person instruction necessary for the co-curricular activity.

RESOURCES

[Centers for Disease Control and Prevention](#)

[Illinois Department of Public Health \(IDPH\)](#)

[Illinois State Board of Education \(ISBE\) COVID-19 Updates and Resources](#)

[Illinois State Board of Education \(ISBE\) Part 3 June 23, 2020 Transition Joint Guidance](#) & [FAQ](#)

[Illinois High School Association \(IHSA\) Phase 4 Return to Play Guidelines](#)

[World Health Organization](#)

COVID-19 compared to other common conditions				
SYMPTOM	COVID-19	COMMON COLD	FLU	ALLERGIES
Fever	Common	Rare	Common	Sometimes
Dry cough	Common	Mild	Common	Sometimes
Loss of smell and taste	Sometimes	Common	Common	Common
Shortness of breath	Sometimes	X	X	Common
Headaches	Sometimes	Rare	Common	Sometimes
Aches, muscle pains	Sometimes	Mild	Common	X
Sore Throat	Sometimes	Common	Sometimes	X
Fatigue	Sometimes	Sometimes	Common	Sometimes
Chills, repeated shaking	Sometimes	Rare	Common	X
Diarrhea, vomiting	Rare	X	Sometimes*	X
Swollen toes	Rare	X	X	X
Runny nose	Rare	Common	Sometimes	Common
Sneezing	X	Common	Sometimes	Common

*Sometimes for children

Sources: CDC, WHO, American College of Allergy, Asthma and Immunology

INSIDER

Return to School



A Guide to the 2020-2021 School Year

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INTRODUCTION

Beginning March 17, 2020, school districts throughout Illinois were required to close buildings due to the threat of COVID-19. Since that time, the State of Illinois has released the [Restore Illinois Plan](#), which guides regions and the State to reopening. The Illinois State Board of Education (ISBE) “strongly encourages” schools to return to in-person learning at the beginning of the 2020-21 school year. It is important to note that these requirements and guidelines are subject to change, pursuant to updated public health guidance, changing public health conditions, and further directives from the ISBE. This will be a living document with changes being made as recommendations and/or guidelines change from the Center for Disease Control & Prevention (CDC), Illinois Department of Public Health (IDPH), Illinois State Board of Education (ISBE), etc.

During the past several months, Unit 5 has worked to gather input from a variety of groups. The District formed a Pandemic Advisory Committee, including parents, staff, union representatives, and community members, to gather feedback while planning for the school year. We have surveyed parents and staff members. Additionally, we’ve done a lot of reading and listening to guidance from organizations such as the CDC, IDPH, ISBE, and our local health department. I’d like to thank everyone who either completed one of the surveys and/or who participated in the Pandemic Advisory Committee. Your input was greatly appreciated and helpful as we developed a plan that meets ISBE and IDPH guidelines while still providing Unit 5 students with a quality education. **This document outlines Unit 5’s plan as of July 20, 2020. Local and State positivity rates, cases, and regulations may cause the District to make changes to the start of the 2020-21 school year.**

As we move forward, it is imperative that parents and staff are aware of a few things that will necessitate flexibility. First, some of the ways we “do” school will be different this year. We will limit visitors entering our buildings and activities being held in our facilities to limit the exposure to our students and staff. Second, some of the classes will look different in order to keep students and staff safe while following State guidelines. Lastly, it is very likely that at some point this year we will ALL be remote learning for a period of time as a result of state closure, local closure, local outbreak, or lack of available healthy staff to conduct in-person instruction. The advance notice for some of these circumstances may be very short and we will do our best to provide families and staff with information as soon as we can.

<h1>RESTORE ILLINOIS</h1>				
<h2>A Public Health Approach To Safely Reopen Our State</h2>				
Phase 1 Rapid Spread	Phase 2 Flattening	Phase 3 Recovery	Phase 4 Revitalization	Phase 5 Illinois Restored
<p>Strict stay at home and social distancing guidelines are put in place, and only essential businesses remain open.</p> <p>Every region has experienced this phase once already and could return to it if mitigation efforts are unsuccessful.</p>	<p>Non-essential retail stores reopen for curb-side pickup and delivery.</p> <p>Illinoisans are directed to wear a face covering when outside the home and can begin enjoying additional outdoor activities like golf, boating & fishing while practicing social distancing.</p>	<p>Manufacturing, offices, retail, barbershops and salons can reopen to the public with capacity and other limits and safety precautions.</p> <p>Gatherings of 10 people or fewer are allowed.</p> <p>Face coverings and social distancing are the norm.</p>	<p>Gatherings of 50 people or fewer are allowed, restaurants and bars reopen, travel resumes, child care and schools reopen under guidance from the Illinois Department of Public Health.</p> <p>Face coverings and social distancing are the norm.</p>	<p>The economy fully reopens with safety precautions continuing.</p> <p>Conventions, festivals and large events are permitted, and all businesses, schools and places of recreation can open with new safety guidance and procedures.</p>

CHANGES TO 2020-21 SCHOOL CALENDAR

The Unit 5 Board of Education approved the 2020-21 school calendar in January 2020. Some changes have occurred since that time requiring adjustments to the calendar. Election Day (November 3, 2020), will be a state holiday with Governor Pritzker's signing of Senate Bill 1863. This will be a day off of school, and as a result an additional day will be added to the end of the school year. Additionally, the District reviewed ISBE guidance on modifying school calendars to provide teacher institute/planning days at the beginning of the school year. Teachers will participate in professional development August 17-21, which will focus on diversity and inclusion, equity, safety measures during COVID, and remote instruction preparation. Additional calendar changes may be necessary should the public health situation change.

Here is an overview of what the start of school will look like:

- August 17 & 18 Teacher Institute Days
- August 19, 20, 21 Staff Planning Days
- August 24 Students' First Day of School K-12+ grades*
- August 31 Early Learning Students' First Day

*Students that do not attend school on Mondays will have their first day of school on Tuesday, August 25th

INSTRUCTIONAL OPTIONS

Families will be given two options: In-person learning OR online instruction. In-person learning will be provided at all grades, PreK-12+. Unit 5 believes that in-person learning is the best option for students who are medically able to return to school. In-person learning provides the greatest opportunity to meet students' academic and social-emotional needs. Teachers are able to respond to students' needs and questions in a timely manner based on verbal and non-verbal cues. The American Pediatrics has stated that schools are fundamental to child and adolescent development and well-being. Students need to be around their peers for socialization which in-person learning can provide. In-person learning cannot be replicated through an online curriculum. Online instruction will be offered and is suggested for students who have an underlying health condition which puts them in a high risk category. There may be other reasons why a family might choose online learning (e.g. a family member with an underlying health condition).

Next Steps and Deadline for Families

After reading through this document families will need to decide how their their student(s) will learn 1st semester:

- In-person learning OR Online learning
 - If in-person learning is selected families will need to decide if they want/need district transportation
- Families will be asked to complete a Google Form to make their choice for each student. The form will be made available, and sent to families, after the Return to School Plan is approved by the Board of Education. The Board of Education meets on Wednesday, July 22. The form will need to be completed by Wednesday, July 29.

IN-PERSON LEARNING

If you choose in-person instruction, the following requirements will be in place:

- Wear masks* unless outside or eating
 - Refusal to wear a mask in the building will lead to the student being redirected and then sent home if refusal occurs
 - Repeated refusal will lead to the student being placed into the Online Learning program
- Daily health certifications (see health and wellness below)
- Will socially distance to the greatest extent possible
- Supplies will be limited to only one person using them as much as possible
- PE will take place while adhering to the same guidelines listed above and without use of locker rooms at the Junior High and High School (except for swimming classes)

*Students who are medically unable to wear a mask must provide documentation from a physician. In these situations a face shield should be worn by the student at all times. Desk shields will also be placed on these student's desk/work spaces. If a face shield cannot be worn the building administrator will work with the family to evaluate if in-person learning is the safest option for the student.

Cafeteria

- Students will be allowed to remove masks when eating or drinking.
- Unit 5 will continue to provide breakfast and lunch service.
- Spacing of students will be arranged to stay under the 50-person threshold.
- Additional spaces outside the cafeteria will be utilized, if necessary. It is currently not our plan for students to eat in their classrooms.

Instruction

Teachers will follow Unit 5 curriculum and provide instruction based on grade level and/or course standards while differentiating to meet students' needs.

- PreK: Students will attend Monday-Friday. The ½ day program will attend their regular schedule (7:45-10:15 and 11:45-2:15) while the full day PreK program will run from 7:45 am-12:00 pm. Each day staff will provide families and students with an additional learning activity that they can do at home (approximately 20 minutes).
- K-5: Students will attend Monday-Friday from 7:45 am- 2:10 pm. Students are being dismissed 20 minutes earlier than normal to make up lost teacher planning time due to COVID related restrictions.
 - Buildings **may** have staggered drop off and pick up times for families that are driving their student(s) to and from school. This will be handled on a building by building basis to ensure all students are safely entering and exiting the building.
 - Due to the large number of students coming from multiple buildings into junior highs and the need to transport back to their home school, 5th grade band and orchestra will not take place during 1st semester. We will re-evaluate for the 2nd semester.
- 6-12+: Students will attend in-person two days a week. Every Wednesday, students will engage with a teacher remotely for instruction and/or discussion. The other two days of the week students will engage in self-paced work and learning. Due to the number of students in each junior high and high school we needed to reduce the number of students physically present at any one time.
 - Mondays & Thursdays: Students whose last names begin with the letters A-K will attend in-person
 - Tuesdays & Fridays: Students with last names beginning with the letters L-Z will attend in-person
 - Wednesdays will be a remote learning day for all students
- Special Education:
 - Students in grades 6-12+ who receive IEP services within a self-contained program (Specialized Services level 1, 2 or 3 at EJHS, PJHS, NCHS, WEST, SEP at CJHS, SSP at NCHS and all

programs at Field) will attend school Monday, Tuesday, Thursday and Friday. Wednesday will be a remote learning day.

- All other K-12+ students who receive special education services will follow the above Elementary and Secondary schedules as outlined.
- EL
 - Students in grades 6-12+ who receive Newcomer level ESL services (students who are in the Newcomer Program at CJHS or are enrolled in ESL 1 and 2 at NCHS) at Chiddix and NCHS will attend school Monday, Tuesday, Thursday and Friday. Wednesday will be a remote learning day.
 - All other K-12+ students who receive English Learner services will follow the above Elementary and Secondary schedules as outlined.

Classrooms

- Classroom seating will be configured with maximum allowable space between students.
- Elementary and junior high schedules will be developed in a way that will limit student movement throughout the day.
- Employees will modify instructional plans to reduce student contact, and maintain appropriate social distancing to the greatest extent possible.
- Class sizes will depend on student enrollment numbers, but will not exceed the typical district averages per class.
- The borrowing or sharing any items will be restricted
- No classes will have more than 50 individuals in one space at one time, including PE, orchestra, band, etc

Devices

- Every Unit 5 student, in grades K-12+, will be issued a district device. K-2 and all students in the Specialized Services program will receive a tablet while students in grades 3-12+ will receive a chromebook. Student access will be monitored for online safety.

Hallways & Lockers

Transitions to specials and passing periods are typically a time when many students are in the hall at the same time. In an effort to reduce the number of students in the hallway together Unit 5 is taking the following steps:

- Limits will be placed on the number of students allowed in a hallway at one time.
- Restroom procedures will be established at each school to limit the number of students transitioning in the hallway and in restrooms at one time.
- K-5: Specialist teachers (art, music, etc) will travel to each classroom to provide lessons so that students are not in the hallway as often
- 6-8: Students are grouped into teams and transitions will be staggered by each team. This will minimize the number of students in the hall at any one time.
- 9-12+: Per our plan only half of the HS students will be present on any given day. This will reduce the number of students in the halls at any one time.
- Signs and arrows will be placed throughout the buildings directing the flow of traffic
- Lockers will be minimally used. Students in grades 6-12+ will be allowed to carry backpacks to and from class as long as they are kept on the back of student desks. Students who need to store equipment at school may be allowed to use their assigned locker.

Return to Remote Instruction

It is very likely that at some point this year families who choose “in-person learning” for their student(s) will have to transition to remote learning for a period of time as a result of state closure, local closure, local outbreak, or lack of available healthy staff to conduct in-person instruction. Students will continue to receive their instruction

from their classroom teacher(s). Remote instruction this year WILL look different than it did this past spring. In March schools and families were unexpectedly thrown into remote instruction. Everyone did the best they could in the spring but now that we have had time to plan and prepare this is what families can expect:

- **Student Device and Access**
 - All students who are in Remote Learning will be required to utilize district provided devices.
 - Students will be monitored for safety
- **Learning/Communication Platforms**
 - In an effort to provide consistency and clarity, the following learning and communication management platforms will be used:
 - K-2 and Specialized Services levels 1-3- Seesaw, Art, Music, PE, Librarian, and other Specialists may use Infinite Campus and/or Google Classroom
 - Grades 3-12+ Google Classroom
 - Faculty and staff will also be available through their Unit 5 email address.
 - Communication will also be sent through Infinite Campus
- **Delivery of Content**
 - Students will be provided with structured schedules
 - Structured and scheduled engagement in academics
 - Scheduled remote meetings with classes with firm expectations
 - New curriculum will continue to be covered
 - Streamed or recorded lessons from teachers to facilitate new learning
- **Grading/Academic Expectations:**
 - Students will be required to be present and attendance will taken
 - Students will be expected to complete assignments and assessments by assigned due dates
 - Grading and feedback on assignments and assessments will be similar to in-person grading
- **Student Supports:**
 - Times of availability for faculty and staff
 - Social-emotional supports from school counselors, social workers, staff members, and administrators will be available to support students

Health & Wellness

- **Individuals who are sick should stay home and not report to school**
- All students and staff will be required to either self-certify their health or be subject to a temperature and symptoms check before entering school buildings DAILY. Self-certification will occur through an app that is pushed out to students/parents and staff on a daily basis.
- Students are required to wear a cloth face mask that covers their mouth and nose throughout the school day unless they are eating or outside
- Students must avoid touching their face and mask as much as possible, will be reminded to do so
- We will socially distance to the greatest extent possible
- Hallways and stairwells will have arrows indicating the direction traffic should flow
- Students will be taught and reminded about proper and frequent hand washing
- Hand sanitizer will be available throughout the buildings
- Locker rooms will only be used by students in swim class during the day
- Emphasis on students' mental health and social-emotional well being
- Signage will be posted throughout the buildings to remind students of appropriate social distancing and hygiene
- Students who refuse to wear a mask will be redirected to put one on. Students who refuse will be sent home

- Students who are sick and/or displaying symptoms will be quarantined until they can be picked up from school

<p align="center">Exclusion Protocol for Staff & Students source CDC and ISBE/IDPH school guidance document 6-23-20</p>	<p align="center">Exclusion Period</p>
<p>Person arrives to school or shows any symptom of COVID-19 through-out the school day, without known exposure to positive case</p> <p>* Symptoms defined as: Temperature greater than 100.4 degrees fahrenheit, cough, shortness of breath or difficulty breathing, chills, fatigue, muscle and body aches, headache, sore throat, new loss of taste or smell, congestion or runny nose, nausea, vomiting, diarrhea</p> <p>(If exposure to positive case, this person would already be quarantined - see #5 below)</p>	<p>* IMMEDIATE exclusion from classroom</p> <p>* Placed in supervised quarantine space</p> <p>* Parents are contacted for PROMPT pickup</p> <p>*Referral to a healthcare provider at own expense for an evaluation on whether testing is needed</p> <p>CDC/IDPH currently updating guidelines for the exclusion period for this point</p>
<p>Person tests positive for COVID-19 with symptoms</p> <p>* McLean County Health Department determines start date and end date of exclusion based on symptoms</p> <p>* Person (parent) MUST check in with school nurse before re-entry</p>	<p>10 days from start of symptoms AND 72 hours fever free (without medicine) AND improvement of respiratory symptoms</p>
<p>Person tests positive for COVID-19 with NO symptoms</p> <p>* McLean County Health Department determines start date and end date of exclusion</p> <p>* Person (parent) MUST check in with school nurse before re-entry</p>	<p align="center">14 days</p>
<p>Person is notified they are a "close contact" of positive COVID-19 case and develop symptoms</p> <p>* Already quarantined for minimum of 14 days</p> <p>* "Close contact" means within 6 feet for at least 15 minutes to a person who tested positive to COVID-19</p> <p>* All contact tracing and notifications will be completed by the McLean County Health Department</p>	<p>10 days from start of symptoms AND 72 hours fever free (without medicine) AND improvement of respiratory symptoms</p>
<p>Person is notified they are a "close contact" of positive COVID-19 case with NO symptoms</p> <p>* "Close contact" means within 6 feet for at least 15 minutes to a person who tested positive to COVID-19)</p> <p>* All contact tracing and notifications will be completed by the McLean County Health Department</p>	<p align="center">14 days</p>
<p>Person has returned from a location with sustained widespread community transmission, potentially including areas located within the United States (Travel Warning level 3)</p>	<p align="center">14 days</p>

Cleaning

- An increase in schoolwide cleaning and disinfecting
- High touch areas (door knobs, light switches, etc) will be cleaned routinely during the day

- Each classroom will have disinfecting wipes, hand sanitizer, and/or a safe disinfectant spray that may be used to clean tables/desks
- The district has purchased additional cleaning materials to help maintain a safe and clean learning environment

Food Service & Water Fountains

- All students will wash hands, and/or be reminded to wash hands, prior to entering the cafeteria.
- Masks will be required while picking up food in the cafeteria line.
- Food selections will be pre-wrapped and choices will be reduced.
- Students will eat in common areas such as the cafeteria, gyms, multipurpose rooms, etc.
- Students will be spread out as much as possible during lunch and may be assigned seats.
- All water fountains will be turned off and we will be using water bottle filling stations to provide students with access to water throughout the day.

Transportation

Families will need to register for transportation for the 2020-21 school year through a Google Form. The following practices will be in place:

- Face masks must be worn
- Routes will be created with a maximum number of 48 students on each bus.
- Parents should complete the Self-Screener before their children board the bus and keep them home if they have any symptoms.
- Parents that have the ability to transport their children to school are encouraged to do so.
- A questionnaire will go out closer to the start of school to see who intends to ride buses this fall.
- Cleaning will occur in between routes

We anticipate an increase in parents dropping students off at school. Some schools may need to assign staggered drop off times and/or change drop off locations to accommodate this increase. Your school will provide more details.

Recess

Building principals will work with teachers to schedule recess at times to reduce the number of students outside at one time.

Extra-Curricular Activities & Clubs

- All decisions for IHSA participation will be governed by the [guidance](#) they have provided
- All non-IHSA extra-curricular activities will be governed by the guidance provided by ISBE and (as appropriate) by the guidance provided above
- Clubs may meet while following ISBE & IDPH guidelines. While in Phase 4 no more than 50 individuals may gather in one space.

ONLINE LEARNING

Families who decide that their child will participate in the online option must commit to online instruction for the entire first semester. In order to have proper staffing in place, we will not allow students to start online and then move to in-person learning. Students participating in online learning will be assigned to a Unit 5 teacher who is licensed to teach the grade range that the student is in (K-5, 6-8, 9-12+). The teachers assigned may ***not*** be a teacher from the student's home school or grade level.

Pre-K Online Learning

- Students medically unable to attend in person will be provided an online learning option

K-5 Online Learning

- Students participating in online learning will receive daily and weekly course expectations
- Class announcements and learning objectives through a digital format
- A variety of activities related to Reading, Writing, Word Study, Math and Social Emotional Learning (SEL) will be provided to students
- New learning and instruction will occur
- Attendance will be taken daily
- Feedback and grading on learning targets will occur

6-12+ Online Learning

- Students in grades 6-12+ will access courses through Edmentum, an online learning platform. This curriculum is ***self paced*** which means that the student will be responsible for working through the content.
- Not all courses offered through Edmentum will be offered at the middle schools and high schools. Administration will try to align students' current first semester course schedule with available Edmentum courses. Click [here](#) for a list of courses offered by Edmentum. Click [here](#) for a list of current Edmentum courses offered at the high schools. Click here for a list of Edmentum courses planning to be offered at the middle schools.
- The teacher will monitor how students are performing within the Edmentum course and can provide support to students with questions
- The teacher will communicate, with families, their student's pace and progress so there is not a question about if they are behind, ahead or right on target with their goals
- The teacher will be responsible for checking in on students' social emotional well being throughout the week by holding virtual meetings and providing SEL lessons
- New learning and instruction will occur
- Attendance will be taken daily
- Grading will occur

Special Education Online Learning

Students in grades 6-12+ who receive IEP services within the self-contained Specialized Services level 2/3 program at PJHS, NCHS, WEST, and Field will have individualized lessons created by staff.

All other K-12+ students who receive special education services will receive services via the online learning platform explained above.

Please note that ***no online learning platform*** can replicate an in-person classroom experience. Students who start the semester using the online learning platform will continue with this platform even if students participating in "in-person" learning go remote.

OVERVIEW OF INSTRUCTIONAL OPTIONS

	In-Person Learning	Online Learning
Who will teach this?	Unit 5 employee licensed at that grade level/subject	Unit 5 employee licensed for the grade range: K-5, 6-8, 9-12+.
Curriculum	Unit 5 approved curriculum differentiated to meet students' needs	K-5: Unit 5 Curriculum with a focus on Word Study, Reading, Writing, Math and SEL Grades 6-12+: Edmentum curriculum, Individualized lessons for identified special education programs
School issued device	Pre-K: Families in need should contact their child's building administrator K-2: Tablet 3-12+ Chromebook K-5 Specialized Services Programs: Tablet	Pre-K: Families in need should contact their child's building administrator K-2: Tablet 3-12+ Chromebook K-5 Specialized Services Programs: Tablet
Frequency of meeting	PreK-5 Daily 6-12+: in-person 2 days a week, remote instruction 3 days a week Special Education: in-person M,T,Th,F for specific programs	Attendance taken daily
IF schools have to return to remote instruction what will look different?	Students' instruction will be provided remotely by the teacher(s) they are assigned to while in-person. See p.5 of this document.	No change

FREQUENTLY ASKED QUESTIONS

Q: How will educators address learning loss that may have taken place since the spring of 2020?

A: Tasks forces and departments have identified key concepts that may need to be covered during the 20-21 school year as well as the most important learning outcomes for each course. Teachers will focus on the key learning targets over the course of this school year.

Q: Why do families have to make a decision for a full semester?

A: In order to have proper staffing for in-person learning and online learning we need to have families commit to a period of time. Courses are typically built on a semester basis therefore making it difficult to allow for movement in and out at the quarter. The online learning will not be covering the same topics at the same time as in-person learning therefore making it difficult for students to transition in and out at any given time.

Q: Did the district adhere to the guidance as provided by the Illinois State Board of Education, Illinois Department of Public Health, and the Illinois High School Athletic Association in the creation of the plan?

A: Yes, we have and will continue to monitor and follow guidance from the above mentioned organizations.

Q: Can students get mask breaks during the day?

A: Yes, but they should be taken when outdoors and sufficiently spaced.

Q: What happens if there is a positive case of COVID in school?

A: Individuals who test positive for COVID will be contacted by the health department. The school will be contacted if a student or staff member tests positive. Contact tracing will occur along with the health department. Individuals who share a classroom, ride the same bus, or have been found to come into close contact with the individual who tested positive will be notified. All individuals will need to follow the quarantine guidelines on p.4.

Q: Will before and after school care be provided?

A: Yes, before and after school care will be provided by various providers. Each provider will submit a COVID plan to the unit prior to the start of the school year.

Q: Was a hybrid model considered for PreK-5?

A: Yes, however it was decided that our youngest learners need to be in person as much as possible. We believe the best way to support our youngest learners academic and social emotional needs is daily in-person instruction. Younger students often need more visual and verbal instruction with hands-on opportunities to reinforce skills learned. Our elementary buildings have fewer students in them than our junior highs and high schools therefore allowing us to have all students every day.

Q: Why do students in grades 6-12+ attend in-person two days a week? Why aren't these days back to back?

A: Due to the number of students in each junior high and high school we needed to reduce the number of students physically present at any one time. Having days in between students' in-person instruction allows them time to process what they learned and have follow up to any confusion or misunderstanding students might have.

Q: Why can't students in grades 6-12+ go every day for half days?

A: High school students take courses through other entities (BACC, HCC, Comp Sci, Internship, Work Program, VTAP, Entrepreneurship, Intro to Ed) which make ½ days extremely difficult to fit with students' schedules.

Q: What if my HS student is scheduled to take a course at Bloomington Area Career Center (BACC)?

A: Students will still be able to take a course at BACC. BACC will have a specific plan that will be shared. Watch for information to come from BACC or the HS your child attends.

Q: Was remote learning for all considered as an option?

A: Yes, this option was considered; however we believe that we will be able to follow the detailed guidelines set forth from the Centers for Disease Control and Prevention and the Illinois Department of Public Health to allow students and staff to safely return to in-person learning because we are in Phase 4 of the Restore Illinois plan. The safety of our students and staff is our number one priority. Also, students learn best when the teacher is able to respond immediately to a student's question and misunderstanding. Teachers are able to best support students' understanding and application of concepts when in-person. If the State of Illinois goes back into Phase 1-3 then students will all be learning remotely.

Q: Will groups be able to use Unit 5 facilities in the evenings and on weekends (ie. gyms, etc.)?

A: Unit 5 will not enter rental agreements for use of our facilities for the first semester of the school year.

Q: Will guest speakers, parents, etc be allowed in the building?

A: At this point, we will only be admitting necessary staff and personnel. This includes not hosting events such as Parent Teacher Conferences, Meet the Teacher Night, etc. These events will be replaced with virtual or digital supplements.

Q: If a student is required to quarantine, how will they receive their instruction?

A: Unit 5 will work with families to make sure that students receive instruction and missed work.

Q: Will late starts still occur during the 20-21 school year?

A: Yes, late starts allow our staff common

Q: Can students who choose online learning participate in extracurricular activities?

A: Yes, students choosing online learning can participate in extracurricular activities.

Q: Can students who choose online learning participate in co-curricular activities?

A: No, students who choose online learning will not be able to participate in co-curricular activities because they will miss out in the in-person instruction necessary for the co-curricular activity.

RESOURCES

[Centers for Disease Control and Prevention](#)

[Illinois Department of Public Health \(IDPH\)](#)

[Illinois State Board of Education \(ISBE\) COVID-19 Updates and Resources](#)

[Illinois State Board of Education \(ISBE\) Part 3 June 23, 2020 Transition Joint Guidance & FAQ](#)

[Illinois High School Association \(IHSA\) Phase 4 Return to Play Guidelines](#)

[World Health Organization](#)

COVID-19 compared to other common conditions

SYMPTOM	COVID-19	COMMON COLD	FLU	ALLERGIES
Fever	Common	Rare	Common	Sometimes
Dry cough	Common	Mild	Common	Sometimes
Loss of smell and taste	Sometimes	Common	Common	Common
Shortness of breath	Sometimes	X	X	Common
Headaches	Sometimes	Rare	Common	Sometimes
Aches, muscle pains	Sometimes	Mild	Common	X
Sore Throat	Sometimes	Common	Sometimes	X
Fatigue	Sometimes	Sometimes	Common	Sometimes
Chills, repeated shaking	Sometimes	Rare	Common	X
Diarrhea, vomiting	Rare	X	Sometimes*	X
Swollen toes	Rare	X	X	X
Runny nose	Rare	Common	Sometimes	Common
Sneezing	X	Common	Sometimes	Common

*Sometimes for children

Sources: CDC, WHO, American College of Allergy, Asthma and Immunology

INSIDER

NEGOTIATED CONTRACT

For

2020-2021

Between

**BOARD OF EDUCATION
Community Unit School District No. 5
Mc Lean And Woodford Counties, Illinois**

And

**LOCAL UNION 362
Laborer's International Union
Of
North America**

ARTICLE 1 - PARTIES AND SCOPE

Section 1

This agreement made and entered into between the Board of Education of Community Unit School District No. 5 of McLean and Woodford Counties, Illinois hereinafter referred to as the "Board" and Laborers' International Union of North America, Union Local 362, Bloomington, Illinois, hereinafter referred to as the "Union."

Section 2

This agreement shall remain in full force and effect from July 1, 2020 through June 30, 2021, and shall continue in effect from year to year thereafter unless either party to this agreement gives ninety (90) days or more written notice, prior to the expiration date of this agreement, by registered or certified mail, expressing the desire to make amendments to the agreement, upon expiration of same.

Section 3

This agreement shall supersede all written agreements covering bargaining unit members now in force.

ARTICLE 2 - DUES DEDUCTION

Section 1 Dues Deduction

The Board shall deduct from each bargaining unit member's pay the current dues of the Union provided that the Board has a bargaining unit member executed authorization for continuing dues deduction, the amount of which shall annually be certified by the Union. The authorization shall remain in effect from year to year except that the bargaining unit member may revoke it upon written request.

All dues deducted by the Board shall be remitted to the Union no later than thirty (30) school days after such deductions are made.

ARTICLE 3 - THE PURPOSE

The purpose of this agreement is to set forth the agreement between the Board and the Union regarding hours of work, working conditions, and wages, and to establish effective and impartial procedures for the peaceful settlement of grievances.

ARTICLE 4 - UNION RECOGNITION

The Board recognizes the Union as the exclusive bargaining representative for all full and part-time maintenance and custodial employees, excluding mechanics, garage personnel, summertime helpers, substitutes, non-regular part-time employees, students, the supervisor of maintenance, the supervisor of custodians/grounds, and the director of transportation.

If, at any time, the Board decides to conduct a feasibility study with a private service company to provide custodial and/or maintenance services for the district, an equal number of members from the district and Union shall form a committee for such a study.

Any employee who works a total of 2,066 hours or more in the same position and is performing custodial, maintenance or special maintenance work shall become part of the bargaining unit. If the position becomes a full-time position, it shall be posted for bid per Article 12 – Seniority, Section 4 – Promotions and Job Vacancies.

ARTICLE 5 - LIABILITY CLAUSE

It is understood and agreed that the District Council and the Union are acting only as agents to negotiate and execute this agreement and shall not be held liable for a bargaining unit member's breach of contract unless the District Council has instigated, encouraged, or participated in the breach of contract.

ARTICLE 6 - INVALIDITY AND SEVERABILITY

Should any part of or any provision herein contained be rendered or declared invalid or illegal by any reason of any existing or subsequently enacted legislation, or by any order of a court of competent jurisdiction, such invalidity or illegality shall not invalidate the remaining portion hereof; provided, however, upon invalidity or illegality, the parties agree to meet to renegotiate an article or provision which will meet the objections to this invalidity.

ARTICLE 7 - UNION LOCAL 362 REPRESENTATIVE

It is agreed that the business manager of the Union or a designated representative will have the right to visit all sites where bargaining unit members are employed subject to notifying the principal of the school or designee when arriving on the premises. It is further agreed that the visitations shall not interfere with work performed by the bargaining unit member. The Union's designated representative will have proper credentials such as a letter signed by the business manager authorizing the representative to act on behalf of the Union, or business card identifying the representative.

ARTICLE 8 - UNIT #5 UNION REPRESENTATIVE

Section 1

The Union may appoint one or more Union representatives from the bargaining unit members whose duty it will be to see that the terms of this contract are met.

Section 2

It is agreed and understood that no Union representative shall perform said duties during working hours unless approved or requested by the assistant superintendent of operations.

Section 3

No Union representative shall be discharged due to the performance of duties as a Union representative unless the provisions of Article VIII, Section 2 of the Negotiated Contract are violated. No Union representative shall be discriminated against due to the affiliation with the Union or because of activities on behalf of the Union.

ARTICLE 9 - VACATION, HOLIDAYS, AND LEAVES

Section 1 Vacation

Each full-time, 12-month bargaining unit member shall earn vacation as follows:

After One (1) Full Year of Service	Two (2) Weeks With Pay
After Eight (8) Full Years of Service	Three (3) Weeks With Pay
After Twenty (20) Full Years of Service	Four (4) Weeks With Pay

A new bargaining unit member having less than one (1) full year of service by July 1 will be allowed two (2) full weeks if employment began before the previous October 1. If employment began on or after October 1 and before February 1, one (1) week of vacation will be granted. If employment began after February 1, the bargaining unit member will not have any vacation the first summer.

Vacation time can be used between July 1 and June 30 each year. Vacation time cannot be used the first week and the last week of student attendance days.

Except as limited below, bargaining unit members may use their vacation in a combination of ways – in individual days and in increments of whole work weeks.

Bargaining unit members with one (1) or two (2) weeks vacation must take all their vacation on non-student attendance days or during the summer months. Bargaining unit members with three (3) weeks vacation may take one (1) week of their vacation in individual or contiguous days during the school year; however, they must use the remaining two (2) weeks on non-student attendance days or during the summer months. If one (1) week or less vacation remains during the summer months, such remaining vacation must be used contiguously. If more than one (1) weeks vacation remains during the summer months, a minimum of one (1) week must be used contiguously, but any remaining vacation may be taken in individual days.

Bargaining unit members with twenty (20) years or more of service with the school district may use their vacation at any time through the year.

All vacations of one (1) week or longer shall be scheduled by May 1st of each year. Vacations of less than one (1) week in duration shall be scheduled two (2) weeks prior, except in the event of an emergency.

Vacation can be taken in conjunction with holidays.

At the discretion of the supervisor of maintenance/grounds services, maintenance and special maintenance bargaining unit members may take vacation at other times than specified above. Further, at the discretion of Director of Operations or his designee, a custodian with two (2) weeks vacation may take up to five (5) days vacation on student attendance days, either in individual days or contiguously, while school is in session for the purpose of attending a once in a lifetime event, such as a child's graduation or wedding held out of state. Permission shall not be granted for recreational purposes.

Bargaining unit members shall be allowed to take vacation during spring break providing notice is given to the Employer no later than February 28th of each year and the vacation does not include student attendance days. The Employer, however, shall have the right to require a skeletal crew to work and to require sufficient employees to work to provide services for athletic events or other activities during spring break. Any employee required to work during spring break shall be paid at the applicable standard rate unless overtime is authorized by some other provision of this Agreement.

Vacation time cannot be accumulated.

In the event a bargaining unit member has to use bereavement leave while on vacation, the bargaining unit member will retain the unused vacation days and be allowed to use the days at another time.

Section 2 Holidays

A bargaining unit member shall not be expected to work on New Year's Day; Martin Luther King Holiday; either Lincoln's Birthday or President's Day; Good Friday; Casimir Pulaski Holiday; the day designated as Memorial Day by federal law; Independence Day; Labor Day; Columbus Day; Veteran's Day; the Thursday in November commonly called Thanksgiving Day; Friday after Thanksgiving; Christmas Eve and Christmas Day when they fall on regular work days, except one (1) day shall be allowed for Christmas, New Year's Day and Independence Day if these days fall on Saturday or Sunday. When Veteran's Day and/or Lincoln's Birthday do not fall on a work day, the first Friday after classes are out will be given off. If the last day of school is Friday, the following Friday and Monday will be given off. One additional day each shall be allowed, with pay, during winter break and spring break.

The following days will be observed for Christmas and Christmas Eve and the additional day when Christmas falls on:

Monday - Monday and Tuesday and Wednesday off
Tuesday - Monday and Tuesday and Wednesday off
Wednesday - Monday and Tuesday and Wednesday off
Thursday - Wednesday and Thursday and Friday off
Friday - Wednesday and Thursday and Friday off
Saturday - Wednesday and Thursday and Friday off
Sunday - Thursday and Friday and Monday off

When Good Friday falls within spring break, Thursday will be a day off. If spring break does not include Good Friday, the Friday during spring break will be a day off. If any negotiated holidays are deleted by the Unit 5 Board or the state or federal government, in lieu of that holiday, bargaining unit members will be allowed one additional day off with pay, per deleted holiday, at spring break or winter break.

Third shift bargaining unit members will be scheduled to work on second shift the day preceding a holiday.

If a holiday falls during any bargaining unit member's vacation, then an extra day of vacation will be allowed provided such member is at work the last workday preceding and the workday following the vacation. No other leaves can be used to extend or replace a vacation day during the vacation period.

Each party recognizes that the preceding language of this Section 2 Holidays was written before the possibility existed of a new position that might not have a traditional Monday through Friday work week. In the event the normal work week of an employee in the future is not the traditional Monday through Friday work week, the employee shall nevertheless receive the same number of days off by reason of holidays and the same amount of pay by reason of holidays as the employee would receive if the employee had a traditional Monday through Friday work week. Should such a non-traditional work week be implemented for a new position, representatives of the Employer and the Union shall confer as to the details relating to holidays in order to assure that the employee working the non-traditional work week receives, relative to holidays, parity with all other employees.

Section 3 Leaves

Paid Leaves

Sick Leave

Each full-time bargaining unit member shall be entitled to eleven (11) days sick leave per year without loss of pay. Sick leave may be taken in two (2) hour increments. Unused days of sick leave shall accumulate up to a maximum of 260 days usable in any one (1) year for nine (9) month employees and a proportionate increase for extended contracts. A bargaining unit member employed for more than the regular nine (9) months of school shall be entitled to extra days of sick leave based upon one (1) day for every additional month or major fraction thereof.

Sick leave shall be interpreted to mean personal illness, quarantine at home, or serious illness or death in the immediate family or household. The immediate family for the purpose of this article shall include parents, legal guardians, children, spouse, brothers, sisters, grandparents, great-grandparents, grandchildren, parents-in-law, daughters-in-law, sons-in-law, brothers-in-law, sisters-in-law, grandparents-in-law, great-grandparents-in-law, aunts, uncles, and all step relatives in the aforementioned relationships.

An employee may utilize sick leave for doctor or dental appointments when no other arrangements can be secured outside working hours.

The Board may require a physician's certificate as proof of illness or fitness to resume duties after any absence. If the Board does require a physician's certificate or a certificate from a spiritual healer as the basis for pay during a leave of less than three (3) days, the Board shall pay from district funds the expenses incurred by the bargaining unit member in obtaining the required certificate.

The Board or appropriate administrator shall furnish each bargaining unit member, within thirty (30) days of the commencement of school, a written statement setting forth the total sick leave credit and the actual total accumulated sick leave days.

Bereavement Leave

Bereavement leave will be granted to allow a bargaining unit member to be absent for up to three (3) days to deal with funeral matters of the immediate family. The immediate family for the purpose of this article shall include parents, legal guardians, children, spouse, brothers, sisters, grandparents, great-grandparents, grandchildren, parents-in-law, daughters-in-law, sons-in-law, brothers-in-law, sisters-in-law, grandparents-in-law, great-grandparents-in-law, aunts, uncles, and all step relatives in the aforementioned relationships. These days will not be charged against the bargaining unit member's sick leave or vacation allotment.

Personal Leave

Two (2) personal leave days shall be granted to bargaining unit members to be used at the convenience of the bargaining unit member. Except for an emergency, a bargaining unit member shall give at least one (1) week notice, no more than eight (8) bargaining unit members throughout the district shall be permitted to take a personal day on the same day, and no more than one (1) custodian assigned to a specific building per shift shall be permitted to take a personal day on the same day. Personal leave days shall be granted on a "first come – first serve" basis. Unused personal days may be added to accumulated sick leave.

Jury Duty Leave

A bargaining unit member who serves on a jury or is subpoenaed as a witness shall receive full pay for the time served provided that *non mileage* compensation received for jury duty is paid by the bargaining unit member to the District. Bargaining unit members that are not scheduled for jury duty shall find out the night before whether or not they are to report. If not, they should report for work at the usual time.

Military Leave

The District will comply with the Military Leave of Absence Act, 129 Ill. Rev. Stat. 500 et seq., as amended from time to time. Thus, a bargaining unit member who is a member of any reserve component of the United States Armed Forces or for any reserve component of the Illinois State Militia, shall be granted leave for any period actively spent in such military service, including:

- (1) basic training;
- (2) special or advanced training, whether or not within the State, and whether or not voluntary;
and
- (3) annual training.

During such leaves, the bargaining unit member's seniority and other benefits shall continue to accrue.

During leaves for annual training, the bargaining unit member shall continue to receive his or her regular compensation. During leaves for basic training and up to sixty (60) calendar days of special or advanced training, if such bargaining unit member's compensation for military activities is less than his or her compensation as a bargaining unit member, he or she shall receive his or her compensation as a bargaining unit member for said period minus the amount of his or her military activities. The deduction of military pay from the salary of a bargaining unit member shall be reflected in the first payroll prepared after verification of the amount of the bargaining unit member's military pay.

A bargaining unit member serving as a member of the National Guard (or other State military components) who is called to temporary active duty in case of civil disturbance or natural disaster declared to be an emergency by the President or Governor may receive a combined wage from the District and the military, equal to, but not exceeding the bargaining unit member's straight time daily rate for work days absent. If the daily rate received for temporary active duty exceeds the daily rate of the bargaining unit member from the District, the bargaining unit member may elect to accept the higher rate in which case the bargaining unit member shall receive no compensation from the District, as the case may be. The bargaining unit member shall provide verification of military pay to the district, and the district shall make payment as requested by the bargaining unit member either through payroll or in one lump sum.

At the expiration of the leave period, the Board will make every effort to offer the member the same or similar position as that which was held prior to the leave of absence.

A bargaining unit member will remain an employee of the school district while on this leave. Union dues and fair share fees will be waived while exercising this leave.

Emergency Absence

The Director of Operations at his/her absolute discretion may allow emergency leave with pay if an employee has an emergency and has exhausted all personal days, vacation days and any compensatory time. Paid emergency leave shall not be granted for reasons qualifying for sick leave, whether or not an

employee has exhausted sick leave, and shall not be granted for any weather related reason with the exception there are weather related road closures that would not permit a bargaining unit member to travel. The Director of Operations at his/her absolute discretion may allow emergency leave without pay for any weather related reason when school is cancelled. When the Director of Operations expressly directs an employee not to report to work due to weather related reasons it shall be with pay.

Injury During Performance of Duties

Any bargaining unit member injured during the performance of duties must report the injury to his or her supervisor as soon as practicable, but not later than forty-five (45) days after the injury or per the Illinois Workers' Compensation Act. Bargaining unit members shall be entitled to a maximum of three (3) days absence with pay for work related injuries provided a licensed physician certifies that the bargaining unit member is unable to perform the duties of the position. If after three (3) days the bargaining unit member is still unable to perform the duties of the position, accumulated sick leave may then be used, at the bargaining unit member's option, provided the member is unable to perform any temporary light duty work offered, the work offered accommodates any physician restrictions, and the member's physician certifies the member's condition at the end of each pay period. The member will cooperate with the District administration to ascertain and clarify any restrictions from the member's physician. Further, the Board reserves its right to require the bargaining unit member submit himself, at the expense of the Board, for examination to a duly qualified medical practitioner or surgeon selected by the District. In addition, the bargaining unit member shall be entitled to any worker's compensation benefits while using accumulated sick leave, but in no event shall the member receive more than a regular day's net pay.

Unpaid Leaves

Medical Leave

Each full-time bargaining unit member shall be entitled to ten (10) days medical leave annually.

A bargaining unit member employed for more than the regular nine (9) months of school shall be entitled to extra days of medical leave based upon one (1) day for every additional month or major fraction thereof.

Unused days of medical leave shall accumulate up to a maximum of 143 days usable in any one (1) year for nine (9) month employees and a proportionate increase for extended contracts. Medical leave may only be used at such time as accumulated sick leave has been exhausted.

Medical leave shall be used only for personal illness and is not granted for any other reason.

The Board may require a doctor's certificate as proof of illness or fitness to resume duties after any absence.

Use of allotted medical leave days in any one bargaining unit member's contract will not affect the vacation days to which the member would otherwise be entitled.

During a leave for personal illness in any one bargaining unit member's contract year, the medical leave days the member would otherwise be entitled to for that year will not be affected.

Medical leave is terminated on the last day of each individual's contract year, and such termination shall not affect the accumulated total of medical leave.

Leave for Personal Illness

The decision to grant a leave for personal illness for any length of time shall only be made by the Board.

A request for a leave for personal illness should be made of the Board prior to such time as accumulated medical leave has expired and accompanied by a doctor's certificate as proof of disability.

The beginning date of a leave for personal illness is the first working day the bargaining unit member is absent for illness, after all sick and medical leave days are exhausted.

When granted a personal illness leave, the Board will maintain the hospitalization insurance coverage for said bargaining unit member through the month following the date of the beginning of such leave and/or according to provisions set forth in the Family and Medical Leave Act of 1993. Coverage beyond the Board's contribution will be an option of the bargaining unit member by remitting the premium on a monthly basis; however, the last day of coverage will not be extended beyond the last day the bargaining unit member is considered employed by the Board, unless the bargaining unit member is eligible for coverage as a retiree.

Leave for personal illness will be terminated on the last day of each bargaining unit member's contract year. Such termination shall not affect the accumulated total of medical leave.

Leave Without Pay

The Board recognizes that a leave without pay is sometimes necessary due to circumstances beyond a bargaining unit member's control. Therefore, a principal or central office administrator may grant a leave without pay in response to a bargaining unit member's request for absence from work that does not fall under any other leave policy. Each bargaining unit member home based at a specific school shall submit the request to the principal. Each bargaining unit member employed at other locations throughout the district shall submit requests for leave without pay to the central office administrator to whom the member reports.

Unless circumstances warrant, leave without pay shall not be granted immediately prior to or immediately following holidays or vacations.

The pay for a bargaining unit member who is granted a leave without pay shall be reduced as per the salary contract (nine months-185 days; ten months-205 days; eleven months-225 days; twelve months-245 days) for each one-half (1/2) day absent.

Parental Leave

The Board may grant a bargaining unit member a parental leave without pay for a specified period of time with a one (1) year maximum.

All benefits available to a bargaining unit member shall be suspended during a maternity leave unless otherwise allowed according to provisions set forth in the Family and Medical Leave Act of 1993, and the bargaining unit member shall not advance on the salary schedule for the year(s) in which the leave is taken. The bargaining unit member may maintain membership in the group health insurance program during the leave by remitting in advance payments of all premiums due. These payments shall be made to the Business Office.

At the expiration of the leave period, the Board will offer the bargaining unit member a position with the District and every effort will be made to offer the bargaining unit member the same or similar position as that which was held prior to the leave of absence.

Family Hardship Leave

The Board may grant a bargaining unit member a leave of absence without pay for a specified period of time with a one (1) year maximum. In no instance shall this leave be granted unless the Board determines that a suitable replacement can be hired.

1. A bargaining unit member shall not be eligible for sick leave pay during the period of a family hardship leave, nor will a member be eligible for family hardship leave if the member has applied for or used sick leave, medical leave and/or personal illness leave in reference to the reason that family hardship leave is being requested.
2. All benefits available to a bargaining unit member shall be suspended during a family hardship leave. The member may maintain membership in the group health insurance program during the leave by remitting to the business office, in advance, payments of all premiums due and/or according to provisions set forth in the Family and Medical Leave Act of 1993.

At the expiration of the leave period, the Board will offer the bargaining unit member a position with the district, and every effort will be made to offer the bargaining unit member the same or similar position as that which was held prior to the leave of absence.

Review of Leave Decisions

Any bargaining unit member who feels there are extenuating circumstances which would justify a different decision than was given by the immediate supervisor may request a review of that decision by a committee consisting of the assistant superintendent of operations, the business manager of Local 362, and the bargaining unit member's immediate supervisor. The decision of this committee will be final.

ARTICLE 10 - HOURS WORKED

Section 1 Normal Working Day

The normal working day shall be eight (8) consecutive hours plus a 30-minute duty-free lunch time, and the work week shall be forty (40) hours consisting of five (5) consecutive days. There will be one fifteen (15) minute break for each four (4) hours of scheduled work. All elementary, junior high and high school custodians shall be allowed to work 6:30 a.m. to 3:00 p.m. during the summer.

The schedule shall be as follows:

<u>Custodian</u>		
6:30 a.m.	-	3:00 p.m.
3:00 p.m.	-	11:30 p.m.
10:00 p.m.	-	6:30 a.m.

Split Shift Custodian
(NCHS, NCWHS, KJHS, CJHS, PJHS & EJHS)

10:00 a.m. - 6:30 p.m.

(Offered on a voluntary seniority basis to second shift custodians currently working in the school)

Maintenance

6:30 a.m. - 3:00 p.m.
3:00 p.m. - 11:30 p.m.

Custodian/Maintenance Floater (Mon.-Fri.)

Any eight (8) consecutive hours plus a 30 minute duty-free lunch over a regularly scheduled shift (e.g. 1st, 2nd, 3rd) or a split shift between the hours of 10:00 a.m. and 6:30 p.m.
(Cannot be required to work two shifts with less than 8 hours in between)

Custodian/Maintenance Floater (Wed.-Sun.)

Any eight (8) consecutive hours plus a 30 minute duty-free lunch over a regularly scheduled shift (e.g. 1st, 2nd, or 3rd) or a split shift between the hours of 10:00 a.m. and 6:30 p.m.
on Wednesday through Sunday
(Cannot be required to work two shifts with less than 8 hours in between)

If a Custodian/Maintenance Floater position is eliminated, the Custodian/Maintenance Floater (Wed.-Sun.) position(s) shall be eliminated prior to the Custodian/Maintenance Floater (Mon.-Fri.).

Except where otherwise agreed to between the Board and the Union, maintenance and special maintenance employees will participate in snow removal when directed by their supervisor.

No employee shall be assigned a shift differing from those set forth in the schedule above unless such assignment has been approved by the Employer and the Union.

The number of work days for full time twelve month employees for each year of the Agreement shall be as follows:

<u>Year</u>	<u>Days</u>	<u>Hours</u>
2020-2021	261	2088

Section 2 Overtime

Overtime beyond forty (40) hours paid per week shall be paid at the bargaining unit member's regular hourly rate on a time and one-half basis. Each bargaining unit member employed less than forty (40) hours per week shall be paid at the regular rate until forty (40) paid hours are accumulated; then overtime pay goes into effect. Except for bargaining unit members whose regular scheduled work week includes Sunday, hours worked on a Sunday shall be paid at the rate of double time. Further, bargaining unit members whose regular scheduled work week includes Sunday shall be paid at the rate of time and one-half for the first non-scheduled work day and at the hourly rate of double time for hours worked on their second non-scheduled work day during a week. All bargaining unit employees shall be paid double time for working a holiday. Holidays are defined as Holidays listed in Article 9 – Vacation, Holidays and Leave, Section 2 – Holidays. Overtime may be paid in compensatory time off as provided in the Fair Labor Standards Act. Compensatory time shall not be used except by mutual agreement. Compensatory time may accumulate up to three (3) days. Unused compensatory time will be paid to the bargaining unit member at the end of each school year. A response for compensatory time off shall be given to the employees no later than 24 hours after the request. Bargaining unit members shall, however, have no expectation of compensatory time being approved.

Overtime rates will be based on each one-half (1/2) hour. There will be a minimum of one-half (1/2) hour paid for any overtime and the fraction of an hour over the full hour will be counted as a half hour.

It shall be the duty of the supervisor of custodial services or supervisor of maintenance/grounds (whichever applies) to decide when there is to be overtime. All overtime will be offered by seniority on a rotating basis by school or by maintenance or special maintenance. If additional help is needed in a school where there is overtime and all custodians in that school have been offered the overtime, then it will be offered to other custodians by using a volunteer list, which shall be updated once a year.

Section 3 Minimum Credit

When a bargaining unit member is called in for extra work, credit for a minimum of two (2) hours will be granted at the appropriate overtime rate. Any work in excess of two hours up to normal starting time shall be at the appropriate overtime rate. Snow removal for custodians shall be included in this section.

Section 4 Relief Time

Bargaining unit members working overtime will be entitled to an additional fifteen (15) minutes paid relief time for every four (4) hours worked.

Section 5 On-Call Pay

Special maintenance employees who are on call shall be paid an additional three (3) hours of overtime for the week they are assigned to be on call.

ARTICLE 11 - PAYDAY

Section 1 Paydays

Each bargaining unit member shall be paid on the 15th and 30th of each month. If the 15th or the 30th falls on a weekend or a bank holiday, the bargaining unit members shall be paid the last work day prior to the weekend or bank holiday. All new hires and any bargaining member who signs an authorization shall be paid by direct deposit. Any time after July 1, 2009, provided bargaining unit members have received at least ninety (90) days' advanced notice and there are no other categories of employees in the District who are not paid by direct deposit, the District may pay all bargaining unit members by direct deposit. Regardless of the method of payment, bargaining unit members shall at the time of payment be informed of the bargaining unit members' hourly rate of pay.

Section 2 Final Pay Checks

When a bargaining unit member is laid off or discharged, wages shall be paid in accordance with the Wage Payment and Collection Act. When a bargaining unit member chooses to quit the employ of the district, final payment of wages shall be on the next regular payday.

Section 3 Use of Social Security Numbers

On all documents where it is necessary to have a social security number, only the last four (4) digits shall be reflected unless some law, regulation or official guideline published by a state or federal agency requires the full social security number.

ARTICLE 12 - SENIORITY

Section 1 Definition

For purposes of this Agreement, seniority shall accrue from the first day of continuous service of a bargaining unit member in the bargaining unit.

Section 2 Probationary Period

Each bargaining unit member shall be considered a probationary employee for the first ninety (90) days of continuous service, after which seniority shall date back to the date of hire. There shall be no seniority among probationary employees, and an employee may be laid off, discharged, or otherwise terminated during that period at the sole discretion of the Board.

Section 3 Seniority Principle

Seniority will be the determining factor when two or more bargaining unit members apply for a non-head custodial position. A head custodian applying for a head custodian position at the same pay level and shift (e.g. Head Custodian Elementary/Unit Office, Head Custodian Junior High, Head Night Custodian High School, Head Day Custodian High School) shall be given preference over non-head custodian or maintenance applicants or head custodian applicants at different pay levels or shifts.

In all other cases, management shall have the right to select the best candidate for a position based on past and present experience, job performance, outside employment, skills and current certifications, flexibility, and/or ability to work with others.

A copy of the seniority list will be posted at all schools and a copy will be given to the local Union.

In the case of layoffs when working forces are being decreased, and recalls when working forces are increased, seniority according to classification (i.e. custodian, maintenance, special maintenance) will be the determining factor.

If a bargaining member is recalled within twenty-four (24) months of layoff, the bargaining unit member shall be reinstated with the original date of hire and retain the seniority the bargaining unit member had at the time of layoff.

Reduction of a Custodian

A custodian subject to a reduction shall first bump another custodian with the least seniority at the same pay level and shift before bumping a custodian with less seniority at a different pay level and/or shift. If there is no custodian at the same pay level and shift, the custodian subject to a reduction may bump the least senior custodian at another pay level and/or shift who has less seniority.

Reduction of a Maintenance or Special Maintenance Position

A maintenance or special maintenance person subject to a reduction, may bump another maintenance or special maintenance person within the same classification (i.e. maintenance or special maintenance) and job description (i.e. carpenter, electrical, groundskeeper, HVAC, painter, plumber, warehouse, and filter crew for special maintenance and warehouse and delivery for maintenance) and with the least seniority. If the maintenance or special maintenance person does not have more seniority than another maintenance or special maintenance person within the same classification and job description and he moved from a different classification, he may bump the person with the least amount of seniority in that previous classification.

If there is a reduction at any level and there is a part-time position at that level, the part-time position will be reduced prior to a full-time position.

Section 4 Promotions and Job Vacancies

All full and part-time job vacancies and any newly created position shall be posted in a place that all bargaining unit members can view within five (5) working days of the vacancy or creation of the new position. The posting shall include job qualifications and hours of work. The posting shall remain posted for a period of five (5) working days. The vacancy or newly created position shall be filled within fifteen (15) working days after the posting has expired. Subject to Section 3 of this Article, the vacancy or position shall be filled by a member of the bargaining unit, provided the member has applied for and is qualified for the vacancy or position. A joint labor/management committee consisting of the Assistant Superintendent of Human Resources and Director of Operations and a representative of the Union will be formed to determine the qualifications of the applicants. If the labor/management committee feels the applicants are not qualified, the District will seek outside candidates, only after exhausting all efforts to find qualified personnel within the District. To ensure qualified personnel within the bargaining unit, a training program will be established for continually upgrading the skills of bargaining unit members for future promotions or job opportunities.

Section 5 Day Custodian Leave Replacement

When the day custodian is off work due to scheduled leave time, the second shift custodians, from the same school by seniority, shall be offered to work days.

ARTICLE 13 - GRIEVANCE PROCEDURE

Section 1 Definition

A grievance shall mean a written complaint by the Union or a member of the bargaining unit that there has been an alleged violation, misinterpretation, or misapplication of the specific provisions of this agreement.

Section 2 Purpose

Each bargaining unit member covered by this agreement shall have the right to present grievances in accordance with these procedures, the purpose of which is to secure, at the lowest possible administrative level, equitable solutions to valid grievances which may arise. No reprisals shall be taken by the employer against any bargaining unit member because of the bargaining unit member's participation in a grievance.

Section 3 Representation

The grievant has the right to have a Union representative present in the grievance procedure. The grievant shall be present at all grievance discussions unless the Board, Union, and the grievant mutually agree that the grievant's presence is not desirable or necessary. When the presence of the grievant at a grievance hearing is required by either party, illness or incapacity of the grievant shall be grounds for any necessary extension of grievance procedure time limits.

Section 4 Time Limits

A grievance must be filed within ten (10) working days; working days in this Article are defined as Monday through Friday excluding holidays and any leave time, of the occurrence of the event which gave rise to the grievance. The number of days indicated at each step in the procedure shall be considered as the maximum allowable to the parties and every effort shall be made to resolve the grievance as rapidly as possible.

Section 5 Procedures

The parties acknowledge that it is usually most desirable for a grievant and the grievant's immediate supervisor to resolve problems through informal and free communications. If, however, the informal process fails to satisfy the grievant, a grievance may be processed in the following manner and the grievant may be accompanied by a representative of choice:

Step One

The grievant or the Union shall file the grievance in writing with the immediate supervisor, or supervisor of maintenance services or supervisor of custodial/grounds (whichever applies) who shall certify by signature the date the grievance was received. The written grievance shall state the nature of the grievance, shall note the specific clause or clauses of the Agreement which are applicable, and shall state the remedy requested. The supervisor shall arrange for a meeting to take place with the grievant within ten (10) working days after receipt of the grievance. The supervisor shall make a decision on the grievance and communicate it in writing to the grievant and the superintendent within five (5) working days of the meeting.

Step Two

In the event a grievance has not been satisfactorily resolved at Step One, the grievant may present the grievance within ten (10) working days to the assistant superintendent for operations and human resources who will follow the same provisions as established in Step One.

Step Three

If the grievance is not satisfactorily resolved at Step Two, the grievance shall proceed to binding arbitration. The Union shall submit to the superintendent a written request on behalf of the Union and the grievant to enter into binding arbitration. If a demand for binding arbitration is not filed within twenty (20) working days of receipt of the Step Two decision, then the grievance shall be deemed withdrawn.

Arbitration proceedings shall be conducted by an arbitrator to be selected by the two parties from a roster of arbitrators provided by the Federal Mediation and Conciliation Service. Within seven (7) working days after the Union requests binding arbitration, the two parties will request the FMCS provide a panel of seven (7) arbitrators. Each of the two parties will alternately strike one (1) name at a time from the panel until only one (1) name shall remain. The remaining name shall be the arbitrator. Expenses for the arbitrator's services shall be borne equally by the Board and the Union.

The arbitrator, in the opinion, shall not amend, modify, nullify, ignore, or add to the provisions of the agreement. The arbitrator's authority shall be strictly limited to deciding only the issue or issues presented to him/her in writing by the Board and the Union, and the decision must be based solely upon the arbitrator's interpretation of the meaning or application of the express relevant language of the agreement.

ARTICLE 14 - NO STRIKE - NO LOCKOUT

During the term of this agreement and any extension thereof, no bargaining unit member covered by this agreement, nor the Union, nor any person acting on behalf of the Union shall ever or at any time engage in,

authorize, or instigate any picketing, any recognition of any picket line on the Board's premises, any strike, slow-down, or other refusal to render full and complete services to the Board, or any activity whatsoever which would disrupt in any manner in whole or in part the operation of the district. During the term of this agreement and any extension thereof, there shall be no lockout by the Board.

ARTICLE 15 - GENERAL CONDITIONS

Section 1 Meal Periods

There will be thirty (30) minutes allowed for a meal. The meal period shall be duty free, except if a bargaining unit member is required to work during a meal period, a different meal period will be given or the member will be compensated for one-half (1/2) hour at overtime time pay.

Section 2 Notification of Illness

When a bargaining unit member is ill and not going to report for duty, the building principal or the supervisor of maintenance/grounds services or supervisor of custodians (whichever applies) should be notified as soon as possible. A day bargaining unit member should notify the supervisor one and one-half (1-1/2) hours prior to starting time, a second shift bargaining unit member should notify the supervisor by noon, and a third shift bargaining unit member should notify the supervisor by 3:00 p.m. When a day bargaining unit member is scheduled to open the school for the Before School Program and calls in sick there shall be other arrangements for the school to open.

Section 3 Leaving Assignment During Working Hours

When leaving the school buildings during their scheduled hours, a bargaining unit member shall notify the head custodian or principal or other designated person.

Section 4 Meeting With Administrator or Supervisor

When any bargaining unit member is required to appear before an administrator or supervisor, the bargaining unit member shall:

- a. Be given at least forty-eight (48) hours prior written notice of the reasons for such meeting or interview; unless it is an emergency situation, and,
- b. Be entitled to have a representative of the Union present to advise him/her and represent him/her during such meeting or interview.
- c. Meeting will be set by the administration and attendance can be made mandatory.

Section 5 Hepatitis B Vaccination

Required vaccinations shall be made available to bargaining unit members who have occupational exposure to blood at no cost, at a reasonable time and place, and under the supervision of a licensed physician/licensed health care professional. If a vaccination is not required by law, a bargaining unit member may elect to not receive a vaccination by signing a waiver and release of the District.

Section 6 Smoking Cessation

The Board and Union agree to work together to implement Board Policy 6020 regarding use of tobacco and tobacco products on school property. Employees found in violation of the policy will be treated in the following manner:

1. **First Offense:** There will be verbal recognition of the offense and reprimand by the immediate supervisor. The bargaining unit member will be requested to enter a smoking cessation program.
2. **Second Offense:** There will be written notice given by the immediate supervisor that additional violations will be considered insubordination and the bargaining unit member will be requested to enter a smoking cessation program.
3. **Third Offense:** The bargaining unit member will be required to enter a smoking cessation program or face remediation proceedings.
4. **Fourth Offense:** Any subsequent violation will lead to an Executive Session of the Board and superintendent regarding the status of the bargaining unit member's position.

Section 7 Employee Discipline/Dismissal

The following administrative procedure for the discipline or eventual dismissal of an employee is agreed to and will be followed. Depending upon the circumstances, Steps 1, 2 and 3 and the 24-hour notice requirement may be omitted.

When an immediate supervisor has a concern about the performance of an employee, the following steps will be followed:

Step 1: The bargaining unit member's immediate supervisor will ask the Union to meet with the bargaining unit member to discuss the concern. (No written record.)

Step 2: Failure of Step 1 to remedy the situation will result in a meeting with the bargaining unit member's immediate district supervisor, the bargaining unit member, and a Union representative. (A written report will be filed.)

Step 3: Failure of Step 2 to remedy the situation will result in a meeting with the bargaining unit member's immediate district supervisor, the bargaining unit member, and a Union representative. (A written reprimand with a list of corrective steps for the bargaining unit member will be filed with the director of personnel and will be placed in the bargaining unit member's personnel file.)

Step 4: Failure to remedy at Step 3 will result in a meeting with the assistant superintendent of school operations, the bargaining unit member's immediate district supervisor, the bargaining unit member, and a Union representative to determine discipline. (Discipline may include suspension without pay and/or a recommendation to the Board for dismissal.)

There shall be a 24-hour notice to the employee prior to the above step meetings.

Individual personnel files may be reviewed by the employee in the presence of the assistant superintendent of operations and human resources with a 24-hour notice. Requests to remove items must be in writing to the assistant superintendent of operations and human resources. Written reprimands shall be removed from personnel files after twelve (12) months from the date of reprimand if no other occurrences of the same nature happen within the twelve (12) months. Letters of suspension shall be removed from personnel files after twenty-four (24) months if no other occurrences of the same nature happen within the twenty-four (24) months.

Section 8 Building Checks

At the discretion of management, building checks may be included as part of the regular duties of a Custodian/Maintenance Floater (Wed.-Sun.). For all other bargaining unit members, the following applies with respect to building checks:

Building checks for a high school will be paid at a minimum of two (2) hours.

Building checks for a junior high and elementary school will be paid at a minimum of one (1) hour.

Building checks will be done at a time that is convenient to the employee as long as it is done between the hours of 5:00 a.m. and 12:00 p.m. If a supervisor mandates that an employee perform the building check at a designated time, the employee shall receive an additional hour of overtime. If the employee has to return to perform any work, the one (1) hour minimum or two (2) hour minimum times shall apply.

Section 9 AIDS Notification

If the administration is aware of a student who has AIDS, they will notify the appropriate bargaining unit members on a “need to know” basis.

Section 10 Assault Upon an Employee

An employee shall promptly report to his/her supervisor any alleged case of assault on such employee while performing his/her assigned duties. The employer shall render reasonable assistance, including legal counsel, to such employee in connection with any prosecution by the state’s attorney or other public prosecutor of the person who allegedly assaulted such employee. An employee shall not be held liable for stopping a fight between two or more students.

Section 11 Use of Security Camera

Surveillance equipment will not be utilized to routinely observe employee performance or as documentation in the employee evaluation process. Surveillance equipment may be reviewed by the District personnel in connection with investigation of suspected misconduct.

ARTICLE 16 - MANAGEMENT RIGHTS

It is expressly understood and agreed that all functions, rights, powers, or authority of the administration of the district and the Board which are not specifically limited by the express language of this agreement are retained by the Board, provided, however, that no such right shall be exercised so as to violate any of the specific provisions of this agreement. Employee discipline and dismissal shall be for just cause.

ARTICLE 17 - WAIVER OF ADDITIONAL BARGAINING

The parties acknowledge that during the negotiations which resulted in this agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law or by specific agreement of the parties, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this agreement. Therefore, the Board and the Union, for the life of this agreement, each voluntarily and unqualifiedly waives any right which might otherwise exist under law, practice, or custom to negotiate over any matter during the term of this agreement, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to, or covered in this agreement, or with respect

to any subject or matter not specifically referred to or covered in this agreement, even though such subject or matter may not have been within the knowledge or contemplation of either or both of the parties at the time that they negotiated or signed this agreement. It is agreed, however, that with the written mutual consent of both parties, matters may be discussed during the term of this agreement and the agreement modified.

ARTICLE 18 - WAGES & INSURANCE

Section 1 Wages

Bargaining unit members shall receive step movement for the 2018-2019 and 2019-2020 school years and shall be paid according to the hourly wage schedules attached hereto as Exhibit A. Bargaining unit members employed prior to July 1, 2011 shall be paid according to the Tier 1 hourly wage schedule. The number of custodian bargaining unit members employed prior to July 1, 2011 at the time the two tier wage schedule was agreed to was seventy-three (73). The number of maintenance bargaining unit members employed prior to July 1, 2011 at the time the two tier wage schedule was agreed to was twenty-two (22). Bargaining unit members employed July 1, 2011 or later shall be paid according to the Tier 2 hourly wage schedule until moved to the Tier 1 hourly wage schedule pursuant to this Section. When a custodian or maintenance bargaining unit member paid according to the Tier 1 schedule ceases employment with the Board, the most senior bargaining unit member from the Tier 2 schedule shall be moved to the bottom step on the Tier 1 schedule, provided the total number of custodian bargaining unit members paid according to the Tier 1 hourly wage schedule shall not exceed seventy-three (73) if the custodian bargaining unit member was hired on or prior to July 1, 2015 or seventy (70) if the custodian bargaining unit member was hired after July 1, 2015. Any bargaining unit member moved to the bottom step on the Tier 1 schedule shall suffer no decrease in wages as a result of movement from the Tier 2 wage schedule to the Tier 1 wage schedule. A bargaining unit member must successfully complete his/her 90 day probationary period before being moved to the Tier 1 schedule.

Section 2 Longevity

Each bargaining unit member, beginning the fifteenth (15) year of service in the district, shall receive an additional \$500 longevity. Each bargaining unit member, beginning the twenty-fifth (25) year of service in the district, shall receive \$750 longevity. A bargaining unit member shall receive this \$500 or \$750 each year employment in the district continues. The longevity increment shall be paid in two (2) equal installments, one on the last paycheck prior to winter break and one the last paycheck of the fiscal year, and will continue each year the individual continued to be employed by Unit Five. The longevity amount shall be prorated for an employee who leaves mid-year.

Section 3 Retirement

An increment of \$500 shall be added to the final salary of any retiring bargaining unit member who is age fifty-five (55) or over and who has completed twenty (20) or more years of service to the district, the last eight (8) being consecutive. A bargaining unit member who meets the longevity requirement, whose fifty-fifth (55) birthday occurs prior to the start of a new school term, and who notifies the Board of the decision to retire prior to March 1 of the school year the member is retiring is qualified to receive the \$500.

Section 4 Uniforms

Each maintenance, custodian/maintenance floater, and pool maintenance bargaining unit member will be furnished money to purchase shoes or other garments to be used for specific employment purposes. The payment for the 2020-2021 school year shall be \$170.80.

It will be the responsibility of these individuals to keep the uniforms or other items clean.

Section 5 Insurance

The bargaining unit shall have the right to change their health insurance coverage. The bargaining unit members shall have the right to modify the premiums and benefit levels as needed.

It is understood that during past negotiations on health insurance, in lieu of additional wages for bargaining unit members, the Board agreed to provide the premium cost of \$3.90 per regular working hour (excluding overtime hours) per bargaining unit member to cover the cost of health insurance coverage. The \$3.90 per hour shall be used towards the premium of the current and future insurance. Any surplus premium costs will be placed in an account and distributed to eligible bargaining unit members in stipend form in December and June annually.

The Board shall provide individual premium cost per month per bargaining unit member to cover the cost of a \$20,000 term life insurance policy.

Section 6 ERISA

The Board acknowledges that Local Union 362 is bound by the terms and conditions of ERISA (Employee Retirement Income Security Act).

The Board shall contribute to the LIUNA National (Industrial) Pension Fund sixty-five cents (\$.65) per hour for each hour worked by a bargaining unit member, excluding overtime. Wages paid to any bargaining unit member as provided in the hourly wage schedules attached hereto as Exhibit A shall be inclusive of any additional amount contributed by the Board pursuant to the Funding Rehabilitation Plan provided in Exhibit B.

Section 7 Travel Pay

Any custodian required to travel between buildings during the regular workday shall be reimbursed for travel expense at the current Internal Revenue Service rate for mileage. A custodian who works in two (2) or more buildings will be paid mileage for the travel from school to school and then back to starting school. Travel time shall not be during meal or work breaks. Travel reimbursements need to be reported on time sheets to be approved by the Director of Operations.

Section 8 Working Out of Classification

When an employee works in a higher classification for three (3) hours or more the employee shall be paid at the higher classification.

Section 9 License/Training

The Board will pay the fee for any training required of bargaining unit members by the District. If such training must take place outside of the bargaining unit member’s normally scheduled hours, the district shall compensate the bargaining unit member at the appropriate rate.

ARTICLE 19 – EVALUATIONS

The purpose of the evaluation is to monitor job expectations and performance.

The custodial services supervisor with input from the building principal or designated administrator, or supervisor of maintenance/grounds shall perform the evaluations. At no time shall another bargaining unit member be part of another bargaining unit member’s evaluation.

Evaluations for custodial and maintenance employees shall be conducted a minimum of every three years.

When a custodial employee receives a performance rating of unsatisfactory, there shall be a reevaluation which shall be completed within ninety (90) days. If in the reevaluation the performance rating improves, the old unsatisfactory evaluation shall be removed from the employee’s personnel file after 24 months of the reevaluation.

ACCEPTANCE OF AGREEMENT

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized representatives on this _____ day of June, 2020.

**LABORERS’ INTERNATIONAL
UNION OF NORTH AMERICA,
UNION LOCAL 362, BLOOMINGTON
ILLINOIS**

**BOARD OF EDUCATION OF
COMMUNITY UNIT SCHOOL
DISTRICT NO. 5, MCLEAN AND
WOODFORD COUNTIES, ILLINOIS**

By: _____
Title: _____

By: _____
President

Attest:

By: _____
Title: _____

By _____
Secretary

EXHIBIT A

THE FOLLOWING SCHEDULES ARE INCLUSIVE OF ANY ADDITIONAL AMOUNTS CONTRIBUTED BY THE BOARD PURSUANT TO THE FUNDING REHABILITATION PLAN, AND THE BOARD OF EDUCATION SHALL IN NO CASE BE OBLIGATED TO CONTRIBUTE TO THE LIUNA NATIONAL (INDUSTRIAL) PENSION FUND MORE THAN \$.65 PER HOUR. IF UPON EXPIRATION OF THIS AGREEMENT THE PARTIES FAIL TO ARRIVE AT A SUBSEQUENT AGREEMENT, ANY ADDITIONAL AMOUNTS REQUIRED TO BE CONTRIBUTED TO THE FUNDING REHABILITATION PLAN SHALL RESULT IN A CORRESPONDING DECREASE IN THE MEMBER'S COMPENSATION.

Wages (Tier 1)

Custodial			Maintenance			Special Maintenance		
Exp.	Hourly	12 Months	Exp.	Hourly	12 Months	Exp.	Hourly	12 Months
0	\$20.87	\$43,576.56	0	\$22.65	\$47,293.20	0	\$24.95	\$ 52,095.60
1	\$21.46	\$44,808.48	1	\$23.36	\$48,775.68	1	\$25.82	\$ 53,912.16
2	\$21.61	\$45,121.68	2	\$23.53	\$49,130.64	2	\$26.02	\$ 54,329.76
3	\$21.67	\$45,246.96	3	\$23.61	\$49,297.68	3	\$26.10	\$ 54,496.80
4	\$21.74	\$45,393.12	4	\$23.70	\$49,485.60	4	\$26.21	\$ 54,726.48
5	\$21.81	\$45,539.28	5	\$23.78	\$49,652.64	5	\$26.31	\$ 54,935.28
6	\$21.89	\$45,706.32	6	\$23.85	\$49,798.80	6	\$26.39	\$ 55,102.32
7	\$21.95	\$45,831.60	7	\$23.95	\$50,007.60	7	\$26.49	\$ 55,311.12
8	\$22.03	\$45,998.64	8	\$24.03	\$50,174.64	8	\$26.59	\$ 55,519.92
9	\$22.11	\$46,165.68	9	\$24.10	\$50,320.80	9	\$26.68	\$ 55,707.84
10	\$22.18	\$46,311.84	10	\$24.20	\$50,529.60	10	\$26.78	\$ 55,916.64
11	\$22.24	\$46,437.12	11	\$24.29	\$50,717.52	11	\$26.87	\$ 56,104.56
12	\$22.32	\$46,604.16	12	\$24.36	\$50,863.68	12	\$26.96	\$ 56,292.48
13	\$22.39	\$46,750.32	13	\$24.44	\$51,030.72	13	\$27.06	\$ 56,501.28
14	\$22.46	\$46,896.48	14	\$24.53	\$51,218.64	14	\$27.16	\$ 56,710.08

Wages (Tier 2)

Custodial			Maintenance			Special Maintenance		
Exp.	Hourly	12 Months	Exp.	Hourly	12 Months	Exp.	Hourly	12 Months
0	\$16.00	\$33,408.00	0	\$17.33	\$36,185.04	0	\$19.06	\$39,797.28
1	\$16.45	\$34,347.60	1	\$17.87	\$37,312.56	1	\$19.71	\$41,154.48
2	\$16.56	\$34,577.28	2	\$18.00	\$37,584.00	2	\$19.86	\$41,467.68
3	\$16.62	\$34,702.56	3	\$18.07	\$37,730.16	3	\$19.92	\$41,592.96

EXHIBIT B

Funding Rehabilitation Plan Addendum

WHEREAS, the undersigned Union and Board of Education are parties to a collective bargaining agreement that provides for contributions to the Laborers' National (Industrial) Pension Fund; and

WHEREAS, the Pension Fund's Board of Trustees has adopted a Funding Rehabilitation Plan ("Plan"), dated July 26, 2010, to improve the Fund's funding status over a period of years as required by the Pension Protection Act of 2006 ("PPA"); and

WHEREAS, a copy of the Plan has been provided to the Union and the Board of Education; and

WHEREAS, the Plan, in accordance with the PPA, requires that the signatories to every collective bargaining agreement providing for contributions to the Pension Fund adopt one of the Schedules included in the Plan; and

WHEREAS, the Union and the Board of Education have agreed to adopt the Plan's Preferred Schedule and wish to document that agreement;

It is hereby agreed by the undersigned Union and Board of Education as follows:

1. This Addendum shall be considered as part of the collective bargaining agreement. The provisions of this Addendum supercede any inconsistent provision of the collective bargaining agreement.
2. The current contribution rate to the Pension Fund of \$.65 per hour shall be increased by 10% to the rate of \$.72 per hour effective July 1, 2013. On each anniversary of that effective date for the term of the collective bargaining agreement, the contribution rate then in effect shall be increased by another 10% (rounded to the next highest penny) as specified in Plan.
3. With regard to benefits under the Pension Fund, the Plan's Preferred Schedule provides that the Pension Fund's current plan of benefits for the group will remain unchanged with the following exceptions:
 - (a) Benefit accruals for periods after adoption of the Preferred Schedule will be based on the contribution rate in effect immediately before the Preferred Schedule goes into effect for the group, not on the increased rates required by this Schedule.
 - (b) Effective April 30, 2010 and until the Rehabilitation Plan succeeds, the Pension Fund is not permitted by the PPA to pay any lump sum benefits or pay any other benefit in excess of the monthly amount that would be payable to the pensioner under a single life annuity. This means that the Fund must suspend its Partial Lump Sum option, Social Security Level Income option, and Widow/Widower Lump Sum option. Exceptions are

made for a lump sum cash-out of a participant or beneficiary whose entire benefit entitlement has an actuarial value of \$5,000 or less and for the Fund's \$5,000 death benefit.

- (c) The Board of Trustees continues to have discretionary authority to amend the Rules & Regulations of the Pension Fund, including the Rehabilitation Plan, within the bounds of applicable law.

- 4. The Plan as a whole is deemed to be a part of the Preferred Schedule.
- 5. This Addendum shall be effective as of July 1, 2013, which date is the same date on which the contribution rate increase under paragraph 2 is first effective.

To acknowledge their agreement to this Addendum, the Union and the Board have caused their authorized representatives to place their signatures below:

FOR THE UNION:

Signature: _____

Name: _____

Position: _____ Date: _____

FOR THE BOARD OF EDUCATION:

Signature: _____

Name: _____

Position: _____ Date: _____

Revisions appear in bold

Personnel Matters						
Resignations/Retirements/Releases/Terminations						
		Homebase	Assignment		Action	Effective
<u>Certified</u>						
O'Neill, Stephanie		Brigham	Blended Pre-K		Resignation	7/17/2020
Shannon, Eryn		Grove	5th Grade		Resignation	6/30/2020
Miethe, Melinda		EJHS	Associate Principal		Resignation	7/24/2020
Keating, Lauren		KJHS	8th Gr/LA		Resignation	5/27/2020
Turner, Lisa		NCHS	Math		Retirement	6/30/2020
<u>Educational Support Personnel</u>						
Gamblin, Kris		Hoose	EOP - 9.5 mo		Retirement	8/3/2020
Greenburg, Sarah		CJHS	Para - Spec Ed		Resignation	7/8/2020
Kotowski, Larry		EJHS	Para - Spec Ed		Retirement	8/31/2020
Schroeder, Carly		PJHS	Para - Spec Ed		Resignation	7/10/2020
Sparrow, Debbie		Prairieland	Food Service - 173 Days		Retirement	6/30/2020
Pals, Danielle		Towanda	EOP - 10 mo		Resignation	6/22/2020
McArdle, Julie A.		NCHS	Para - Spec Ed		Resignation	7/13/2020

Substitutes								
Employment (R = Replacement; A = Additional; LR = Leave Replacement; RE=Reemployment)								
		Homebase	Assignment	Step	Lane	FTE	Effective	
Certified								
(R) Collier, Amanda		Benjamin	4th Grade	TBD	TBD	1.0	8/17/2020	
(R) Black, Crishon		Brigham	ECE	TBD	TBD	1.0	8/17/2020	
(R) Hubbard, Emily		Cedar	2nd Grade	Step 3	B+0	1.0	8/17/2020	
(R) Conrad, Alyssa		Pepper	Kindergarten	Step 3	B+0	1.0	8/17/2020	
(LR) Zook, Ashley		Pepper	LBS1	Step 3	B+0	1.0	8/17/2020	
(R) Castrejon, Emily		CJHS	7th Gr/LA	TBD	TBD	1.0	8/17/2020	
(R) Kotiw, Chloe		EJHS	7th Gr/LA	Step 4	B+0	1.0	8/17/2020	
(R) O'Rourke, Madison		EJHS	PLTW Gateway to Tech.	Step 1	B+0	1.0	8/17/2020	
(R) Carter, Michel		KJHS	Counselor	TBD	TBD	1.0	8/17/2020	
(R) Kotiw, Brittney		KJHS	8th Gr/LA	Step 3	B+0		8/17/2020	
(LR) Poncin, Jennifer		KJHS	Math Interventionist				8/17/2020	
(R) Stegemann, Eric		KJHS	7th Gr/Science	TBD	TBD	1.0	8/17/2020	
(R) Burns, Laura		PJHS	LBS1			1.0	8/17/2020	
(R) Kraus, Morgan		NCWHS	Math	Step 1	B+0	1.0	8/17/2020	
(R) Tohme, Rachel		NCWHS	Guidance Counselor	Step 6	M+0	1.0	8/17/2020	
Educational Support Personnel								

Byrd, Lisa		Parkside			From TBD to B+0, Step 4	8/17/2020
Hilsgen, Diana		Parkside			From TBD to M+32, Step 2	8/17/2020
Bury, Alexis		Pepper			From TBD to B+0, Step 1	8/17/2020
Chandler, Payton		Prairieland			From TBD to M+16, Step 1	8/17/2020
Sanders, Kelli		Prairieland			From TBD to M+0, Step 6	8/17/2020
Pierce, Sarah		Sugar			From TBD to M+36, Step 11	8/17/2020
Mosby, Sarah		Towanda			From TBD to M+0, Step 6	8/17/2020
Seibold, Samantha		Towanda			From TBD to B+0, Step 1	8/17/2020
Castrejon, Emily		CJHS			From TBD to M+24, Step 5	8/17/2020
Davidson, Josiah		CJHS			From TBD to B+0, Step 1	8/17/2020
Cherry, Jill		EJHS			From TBD to M+16, Step 1	8/17/2020
Hughes, Tammy		EJHS			From TBD to M+56, Step 11	8/17/2020
Morris, Kristina		EJHS			From TBD to B+0, Step 11	8/17/2020
Traugott, Veronica		EJHS			From TBD to M+48, Step 11	8/17/2020
Williamson, Laura		EJHS			From TBD to B+0, Step 6	8/17/2020
Beauchamp, Karen		KJHS			From TBD to M+32, Step 11	8/17/2020
Bogdanski, Mary		KJHS			From TBD to M+0, Step 2	8/17/2020
Brienen, Nicole		KJHS			From TBD to B+0, Step 6	8/17/2020
Carter, Michel		KJHS			From TBD to M+0, Step 1	8/17/2020
Conditt, Autumn		KJHS			From TBD to B+0, Step 1	8/17/2020
Dunn, Emily		KJHS			From TBD to B+0, Step	8/17/2020
Shelton, Michaela		KJHS			From TBD to M+20, Step 6	8/17/2020
Stegeman, Eric		KJHS			From TBD to B+24, Step 5	8/17/2020
Tippett, Mark		KJHS			From TBD to M+0, Step 6	8/17/2020
Burns, Laura		PJHS			From TBD to B+9, Step 6	8/17/2020
Greshem, Shelby		PJHS			From TBD to M+0, Step 8	8/17/2020
Klokkenga, Joshua		PJHS			From TBD to M+33, Step 10	8/17/2020
Deterding-Krueger, Hannah		NCHS			From TBD to M+28, Step 4	8/17/2020
Fisher, Rocio		NCHS			From TBD to M+48, Step 1	8/17/2020
King, Ricardo		NCHS			From TBD to B+0, Step 1	8/17/2020
Starkey, Bret		NCHS			From TBD to B+16, Step 9	8/17/2020
Ward, Maxwell		NCHS			From TBD to B+0, Step 1	8/17/2020
Bernardini, Tiffany		NCWHS			From TBD to B+0, Step 1	8/17/2020

Goff, Amanda		NCWHS			From TBD to B+10, Step 11	8/17/2020
Keag, Sarah		NCWHS			From TBD to M+0, Step 11	8/17/2020
Ruff, Olivia		NCWHS			From TBD to B+0, Step 1	8/17/2020
Stephens, Jessica		NCWHS			From TBD to B+11, Step 7	8/17/2020
Thomas, Katrisha		NCWHS			From TBD to M+20, Step 1	8/17/2020
Tohme, Rachel		NCWHS			From TBD to M+0, Step 6	8/17/2020
Harkins, Anna		NCWHS			From TBD to B+0, Step 1	8/17/2020

Everett, Abigail		Field			From TBD to M+0, Step 11	8/17/2020
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Schedule B

Mueller, Kelsey		NCWHS			Drop - PJHS/Volleyball	2020-2021
Rohlwing, Kimberly		NCWHS			Drop - PJHS/Volleyball	2020-2021

Educational Support Personnel

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Kemp, Tara		Pepper			From Pepper/EOP - 10mo to PJHS/EOP - 9.5mo	8/10/2020
Segobiano, Nikki		Unit			From Step 9 to Step 11	7/1/2020

Leave Requests

	Homebase/Position	Leave Requested	Effective
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Certified

Richards, Adam	NCWHS/LBS1	Planned Extended Leave	2020-2021
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Educational Support Personnel

Thoennes, Teresa	Brigham/Para - Spec Ed	Planned Extended Leave	1st semester
Jendro, Jenfer	EJHS/Para - Spec Ed	Planned Extended Leave	2020-2021

Gudat, Michele		Unit/EOP - 12mo	Planned Extended Leave	2020-2021
Information Only				
Bettis, Sherri		CJHS/6th Grade - LA	From CJHS/6th Gr-LA to PJHS/7th Gr-LA	8/17/2020
Clark,Anthony		NCHS/Assist. Principal	Correction to Start Date from 7/31/2020 to 8/3/2020	8/3/2020
Hull, Sarah		Sugar/Reading Interventionis	From Sugar to Fairview	8/17/2020
Jimoh, Marcel		PJHS/Para - Spec Ed	From Para - Spec Ed to Reg Ed	8/17/2020
Presley, Deborah		Cedar/Para - Spec Ed	From Para - Spec Ed to Math Interventionist	8/17/2020
Wheeler, Nicky		Warehouse/Special Maint.	From Special Maintenance - General to Special Maintenance - HVAC Technician	7/20/2020

RESOLUTION OF THE BOARD OF EDUCATION OF COMMUNITY UNIT SCHOOL DISTRICT NO. 5, MCLEAN AND WOODFORD COUNTIES, ILLINOIS AUTHORIZING AND DIRECTING THE BOARD PRESIDENT AND SECRETARY TO EXECUTE AND SERVE A NOTICE TO REMEDY

WHEREAS, the Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois (“Board”) has received a report from the Administration regarding the conduct of Andrew Miller (“Teacher”), a licensed employee of the School; and

WHEREAS, the Board of Education finds and determines that this report states causes, charges, and reasons regarding defects in the conduct of the Teacher, which if not remedied, are causes, charges, and reasons warranting discharge and dismissal of the Teacher as an employee of the School.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF COMMUNITY UNIT SCHOOL DISTRICT NO. 5, MCLEAN AND WOODFORD COUNTIES, ILLINOIS, AS FOLLOWS:

Section 1. The President and Secretary of the Board are hereby authorized and directed to sign and serve, or cause to be served, the Notice to Remedy to the Teacher substantially in the form of “Exhibit A”, attached hereto and made a part of this Resolution, which Notice to Remedy enumerates the causes, charges, reasons, and defects that this Board of Education determines, if not remedied, may result in the discharge and dismissal of the Teacher as a licensed employee at the School.

Section 2. This Resolution shall be in full force and effect upon its adoption.

PASSED BY THE BOARD OF EDUCATION OF COMMUNITY UNIT SCHOOL DISTRICT NO. 5, MCLEAN AND WOODFORD COUNTIES, ILLINOIS, THIS 22ND DAY OF JULY, 2020, BY THE FOLLOWING ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

President, Board of Education

ATTEST:

Secretary, Board of Education

EXHIBIT A

Mr. Andrew Miller
[address]

Re: Notice to Remedy

Dear Mr. Miller:

You are hereby informed that your conduct as a licensed teacher at Community Unit School District No. 5, McLean and Woodford Counties, Illinois, is deficient and unsatisfactory in the respects listed in the document attached to this letter as Exhibit A-1. These deficiencies exhibit inappropriate and unprofessional acts as a teacher.

This Board informs you that it has determined these deficiencies to be causes, charges, reasons, and defects that, if not removed, may result in charges against you and in your dismissal as a teacher at Community Unit School District No. 5, McLean and Woodford Counties, Illinois. You are hereby instructed to remedy each and every reason, cause, charge, and defect stated on Exhibit A-1 and to faithfully follow all directives on that document at all times.

Community Unit School District No. 5, McLean and
Woodford Counties, Illinois,

By _____

President, Board of Education

By _____

Secretary, Board of Education

MCLEAN COUNTY UNIT DISTRICT NO. 5
Authorization for Payment of Bills and Payrolls
June 18, 2020 through July 22, 2020

SUMMARY OF BILLS & PAYROLLS BY FUND

Fund	¹ Prepaid Bills	² Bills To Be Paid	³ Payrolls	Total
07 Flexible Benefit Plan Trust Fund	54,831.50	0.00	0.00	54,831.50
08 Unit 5 Self-Funded Insurance	1,283,704.69	0.00	0.00	1,283,704.69
10 Educational	9,335,652.76	354,470.78	7,930,217.61	17,620,341.15
20 Operations & Maintenance	291,804.58	285,764.65	483,994.17	1,061,563.40
30 Debt Service	161,952.30	0.00	0.00	161,952.30
40 Transportation	390,816.23	42,364.21	17,470.63	450,651.07
50 Social Security	0.00	0.00	202,817.94	202,817.94
51 IMRF	0.00	0.00	176,106.68	176,106.68
60 Capital Projects	0.00	196,911.93	0.00	196,911.93
70 Working Cash	0.00	0.00	0.00	0.00
80 Tort Immunity	205,328.89	78,365.30	18,982.32	302,676.51
90 Life Safety	26,615.00	1,712,916.77	0.00	1,739,531.77
99 Student Activity Funds ⁴	90,376.42	0.00	0.00	90,376.42
Grand Total	\$11,841,082.37	\$2,670,793.64	\$8,829,589.35	\$23,341,465.36

¹ For funds 8 through 90, these bills were paid on and between 6/18/20 and 7/21/20. Please see the "Vendor Bill Listing - PREPAID" report for details.

² These bills have not been paid yet. Please see the "Vendor Bill Listing - TO BE PAID" report for details.

³ Please see the "Payroll Fund Totals" report for details.

⁴ These bills will always be listed as "prepaid" and include bills paid on the date of the last Board meeting. This is to ensure that all payments are captured for reporting purposes. For this report, these bills were paid on and between 6/17/20 and 7/21/20. Please see the Student Activity Funds section of the "Vendor Bill Listing - PREPAID" and the "Vendor Bill Listing - PREPAID - SA" report for details. The Student Activity Funds totals on these reports will equal the Student Activity Funds total on this summary.

ATTEST:

I do certify that the Board of Education has reviewed and authorized the payment of bills and payrolls in the amount of \$23,341,465.36.

 Amy Roser, President, Board of Education

 Date

 Kelly Pyle, Secretary, Board of Education

 Date

CUSD No. 5, McLean and Woodford Counties, Illinois

Payroll Fund Totals

Fiscal Year: 2019-2020

Pay Cycle:	Pay Period:	Start Date:	End Date:	Pay Date:
Certified - Semi	240	06/16/2020	06/30/2020	06/30/2020
Certified - Semi	241	06/16/2020	06/30/2020	06/30/2020
Classified - Semi	240	06/16/2020	06/30/2020	06/30/2020

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
Certified - Semi - Period Number: 240					
10	2,937,101.42	0.00	13,387.51	318,727.50	3,269,216.43
50	0.00	40,731.87	0.00	0.00	40,731.87
Period Total:	\$2,937,101.42	\$40,731.87	\$13,387.51	\$318,727.50	\$3,309,948.30

Classified - Semi - Period Number: 240					
10	598,200.36	0.00	0.00	147,618.45	745,818.81
20	237,625.60	0.00	0.00	2,431.55	240,057.15
40	7,323.16	0.00	0.00	1,200.00	8,523.16
50	0.00	61,254.96	0.00	0.00	61,254.96
51	0.00	0.00	88,024.04	0.00	88,024.04
80	8,406.30	0.00	0.00	1,085.00	9,491.30
Period Total:	\$851,555.42	\$61,254.96	\$88,024.04	\$152,335.00	\$1,153,169.42

Certified - Semi - Period Number: 241					
10	0.00	0.00	(66.48)	0.00	(66.48)
Period Total:	\$0.00	\$0.00	(\$66.48)	\$0.00	(\$66.48)

Grand Totals:	\$3,788,656.84	\$101,986.83	\$101,345.07	\$471,062.50	\$4,463,051.24
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End of Report

CUSD No. 5, McLean and Woodford Counties, Illinois

Payroll Fund Totals

Fiscal Year: 2020-2021

Pay Cycle:	Pay Period:	Start Date:	End Date:	Pay Date:
Certified - Semi	10	07/01/2020	07/15/2020	07/15/2020
Certified - Semi	11	07/01/2020	07/15/2020	07/15/2020
Classified - Semi	9	06/01/2020	06/15/2020	07/02/2020
Classified - Semi	10	07/01/2020	07/15/2020	07/15/2020
Classified - Semi	11	07/01/2020	07/15/2020	07/15/2020

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
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Classified - Semi - Period Number: 10

10	597,965.83	0.00	0.00	146,955.12	744,920.95
20	240,317.14	0.00	0.00	2,794.88	243,112.02
40	7,447.47	0.00	0.00	1,500.00	8,947.47
50	0.00	61,319.40	0.00	0.00	61,319.40
51	0.00	0.00	87,941.92	0.00	87,941.92
80	8,406.02	0.00	0.00	1,085.00	9,491.02
Period Total:	\$854,136.46	\$61,319.40	\$87,941.92	\$152,335.00	\$1,155,732.78

Certified - Semi - Period Number: 10

10	2,839,419.93	0.00	10,537.31	316,367.50	3,166,324.74
50	0.00	39,310.03	0.00	0.00	39,310.03
Period Total:	\$2,839,419.93	\$39,310.03	\$10,537.31	\$316,367.50	\$3,205,634.77

Classified - Semi - Period Number: 9

20	825.00	0.00	0.00	0.00	825.00
50	0.00	63.11	0.00	0.00	63.11
Period Total:	\$825.00	\$63.11	\$0.00	\$0.00	\$888.11

Certified - Semi - Period Number: 11

10	2,334.33	0.00	0.00	300.00	2,634.33
50	0.00	33.85	0.00	0.00	33.85
Period Total:	\$2,334.33	\$33.85	\$0.00	\$300.00	\$2,668.18

Classified - Semi - Period Number: 11

10	1,368.83	0.00	0.00	0.00	1,368.83
50	0.00	104.72	0.00	0.00	104.72
51	0.00	0.00	140.72	0.00	140.72
Period Total:	\$1,368.83	\$104.72	\$140.72	\$0.00	\$1,614.27

Grand Totals:	\$3,698,084.55	\$100,831.11	\$98,619.95	\$469,002.50	\$4,366,538.11
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End of Report

CUSD No. 5, McLean and Woodford Counties, Illinois

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria:

From Date: 06/18/2020

To Date: 06/30/2020

Report Sort: Remit Name

Ace Hardware

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240100	Expenditure	District Wide	2005540	\$1.10
Total for Ace Hardware				<u>\$1.10</u>

Action Fitness Repairs

Check#	Type	Location	PO Number	Amount
Educational Fund				
240101	Expenditure	Normal Community HS	2005254	\$4,772.05
Student Activity Funds				
44635	Liability	Normal Community HS	0	\$2,172.04
Total for Action Fitness Repairs				<u>\$6,944.09</u>

Adcock, Leanne

Check#	Type	Location	PO Number	Amount
Educational Fund				
240102	Revenue	Normal Community West HS	0	\$40.20
Total for Adcock, Leanne				<u>\$40.20</u>

Albrechtsen, Donette Britton

Check#	Type	Location	PO Number	Amount
Educational Fund				
240103	Expenditure	District Wide	2005501	\$336.00
Total for Albrechtsen, Donette Britton				<u>\$336.00</u>

Allen, Kasey

Check#	Type	Location	PO Number	Amount
Educational Fund				
240104	Revenue	Parkside JHS	0	\$19.95
Total for Allen, Kasey				<u>\$19.95</u>

Alpha Controls & Services LLC

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240105	Expenditure	District Wide	2005580	\$10,978.00
Total for Alpha Controls & Services LLC				<u>\$10,978.00</u>

CUSD No. 5, McLean and Woodford Counties, Illinois

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria:

From Date: 06/18/2020

To Date: 06/30/2020

Report Sort: Remit Name

Amazon Capital Services

Check#	Type	Location	PO Number	Amount
Educational Fund				
240106	Expenditure	Normal Community West HS	2005175	\$3,063.78
Total for Amazon Capital Services				<u>\$3,063.78</u>

Amplify Education, Inc.

Check#	Type	Location	PO Number	Amount
Educational Fund				
240107	Expenditure	Junior High Schools	2005233	\$823.20
240107	Expenditure	Junior High Schools	2005277	\$93.75
Total for Educational Fund				<u>\$916.95</u>
Total for Amplify Education, Inc.				\$916.95

Anderson Awards Recognition

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
2388	Liability	Sugar Creek ES	0	\$48.67
Total for Anderson Awards Recognition				<u>\$48.67</u>

Aramark Uniform Services

Check#	Type	Location	PO Number	Amount
Tort Immunity Fund				
240108	Expenditure	District Wide	2005007	\$1,263.68
Total for Aramark Uniform Services				<u>\$1,263.68</u>

Arbor Scientific

Check#	Type	Location	PO Number	Amount
Educational Fund				
240109	Expenditure	Chiddix JHS	2004999	\$35.99
Total for Arbor Scientific				<u>\$35.99</u>

Arikrishnan, Kumarakrishnan

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23050	Liability	Chiddix JHS	0	\$33.40
Total for Arikrishnan, Kumarakrishnan				<u>\$33.40</u>

CUSD No. 5, McLean and Woodford Counties, Illinois

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: From Date: 06/18/2020 To Date: 06/30/2020

Report Sort: Remit Name

Atkins, Alicia

Check#	Type	Location	PO Number	Amount
Educational Fund				
240110	Expenditure	District Wide	2005499	\$224.00
Total for Atkins, Alicia				\$224.00

Baade, Lance

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23025	Liability	Chiddix JHS	0	\$65.00
Total for Baade, Lance				\$65.00

Baby Fold

Check#	Type	Location	PO Number	Amount
Educational Fund				
240111	Expenditure	District Wide	2005562	\$41,554.08
240111	Expenditure	District Wide	2005563	\$16,571.76
240111	Expenditure	District Wide	2005564	\$6,730.92
240111	Expenditure	District Wide	2005565	\$34,916.97
240111	Expenditure	District Wide	2005566	\$22,023.68
240111	Expenditure	District Wide	2005567	\$22,023.68
Total for Educational Fund				\$143,767.09
Total for Baby Fold				\$143,767.09

Bada , Ven

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23051	Liability	Chiddix JHS	0	\$65.00
Total for Bada , Ven				\$65.00

Baker, Miranda

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23026	Liability	Chiddix JHS	0	\$65.00
Total for Baker, Miranda				\$65.00

CUSD No. 5, McLean and Woodford Counties, Illinois

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria:

From Date: 06/18/2020

To Date: 06/30/2020

Report Sort:	Remit Name				
Barbour, Leisa R					
Check#	Type	Location	PO Number		Amount
Educational Fund					
240112	Expenditure	District Wide	2005506		\$224.00
				Total for Barbour, Leisa R	\$224.00
Barnes & Noble, Inc.					
Check#	Type	Location	PO Number		Amount
Educational Fund					
240113	Expenditure	Chiddix JHS	2005456		\$777.39
				Total for Barnes & Noble, Inc.	\$777.39
Bartnik, Scott					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
23052	Liability	Chiddix JHS	0		\$65.00
				Total for Bartnik, Scott	\$65.00 72
Baumgardner, Angela Marie					
Check#	Type	Location	PO Number		Amount
Educational Fund					
240114	Revenue	Normal Community West HS	0		\$85.00
				Total for Baumgardner, Angela Marie	\$85.00
Beal, Laura Ruth					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
3739	Liability	Parkside ES	0		\$124.88
				Total for Beal, Laura Ruth	\$124.88
Beier, Kelli					
Check#	Type	Location	PO Number		Amount
Educational Fund					
240115	Revenue	Fox Creek ES	0		\$38.95
				Total for Beier, Kelli	\$38.95
Belnick Retail LLC					
Check#	Type	Location	PO Number		Amount

CUSD No. 5, McLean and Woodford Counties, Illinois

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: From Date: 06/18/2020 To Date: 06/30/2020

Report Sort: Remit Name

Belnick Retail LLC

Check#	Type	Location	PO Number	Amount
Educational Fund				
240116	Expenditure	Normal Community HS	2005212	\$5,451.09
240116	Expenditure	Normal Community HS	2005255	\$3,379.89
Total for Educational Fund				\$8,830.98
Total for Belnick Retail LLC				\$8,830.98

Bender, Julie

Check#	Type	Location	PO Number	Amount
Educational Fund				
240117	Revenue	Normal Community West HS	0	\$85.00
Total for Bender, Julie				\$85.00

Bennett Electronics

Check#	Type	Location	PO Number	Amount
Educational Fund				
240118	Expenditure	District Wide	2005514	\$1,026.00
Total for Bennett Electronics				\$1,026.00

Berger, Keiandra

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23027	Liability	Chiddix JHS	0	\$65.00
Total for Berger, Keiandra				\$65.00

Bland, Joshua

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23028	Liability	Chiddix JHS	0	\$21.80
Total for Bland, Joshua				\$21.80

Blick Art Materials

Check#	Type	Location	PO Number	Amount
Educational Fund				
240119	Expenditure	Carlock ES	2005078	\$86.73
240119	Expenditure	Normal Community HS	2005614	\$1,890.20

CUSD No. 5, McLean and Woodford Counties, Illinois

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria:

From Date: 06/18/2020

To Date: 06/30/2020

Report Sort: Remit Name

				Total for Educational Fund	<u>\$1,976.93</u>
				Total for Blick Art Materials	\$1,976.93
Blue Cross Blue Shield Of Illinois					
	Check#	Type	Location	PO Number	Amount
	Self-Funded Insurance Fund				
	0	Expenditure	District Wide	0	\$539,971.56
	0	Revenue	District Wide	0	(\$2,146.00)
				Total for Self-Funded Insurance Fund	<u>\$537,825.56</u>
				Total for Blue Cross Blue Shield Of Illinois	\$537,825.56
Blue Springs, Inc.					
	Check#	Type	Location	PO Number	Amount
	Educational Fund				
	240120	Expenditure	Normal Community HS	2004806	\$425.00
				Total for Blue Springs, Inc.	<u>\$425.00</u>
Bongo, Carine					
	Check#	Type	Location	PO Number	Amount
	Student Activity Funds				
	23029	Liability	Chiddix JHS	0	\$65.00
				Total for Bongo, Carine	<u>\$65.00</u>
Book Systems					
	Check#	Type	Location	PO Number	Amount
	Educational Fund				
	240121	Expenditure	District Wide	2005608	\$21,712.00
				Total for Book Systems	<u>\$21,712.00</u>
Bound To Stay Bound Books, Inc					
	Check#	Type	Location	PO Number	Amount
	Educational Fund				
	240122	Expenditure	District Wide	2004681	\$1,055.91
	240122	Expenditure	Elementary Schools	2004679	\$818.27
	240122	Expenditure	Elementary Schools	2005246	\$815.77
	240122	Expenditure	Elementary Schools	2005486	\$893.44

CUSD No. 5, McLean and Woodford Counties, Illinois

Expenditure Summary Report

Fiscal Year: 2019-2020

Criteria: From Date: 06/18/2020 To Date: 06/30/2020

Report Sort: Remit Name

				Total for Educational Fund	\$3,583.39
				Total for Bound To Stay Bound Books, Inc	\$3,583.39
Bradshaw, Annette Julia					
Check#	Type	Location		PO Number	Amount
Educational Fund					
240123	Expenditure	District Wide		2005513	\$168.00
				Total for Bradshaw, Annette Julia	\$168.00
Brendsel, Jenni					
Check#	Type	Location		PO Number	Amount
Educational Fund					
240124	Revenue	Chiddix JHS		0	\$93.65
				Total for Brendsel, Jenni	\$93.65
Brennan, Jacob					
Check#	Type	Location		PO Number	Amount
Student Activity Funds					
23053	Liability	Chiddix JHS		0	\$10.60
				Total for Brennan, Jacob	\$10.60
Bruun-Regan, Peggy Jo					
Check#	Type	Location		PO Number	Amount
Educational Fund					
240125	Expenditure	District Wide		2005493	\$207.00
				Total for Bruun-Regan, Peggy Jo	\$207.00
BSN Sports					
Check#	Type	Location		PO Number	Amount
Educational Fund					
240126	Expenditure	Normal Community HS		2004752	\$904.58
240126	Expenditure	Normal Community HS		2005062	\$26,907.76
				Total for Educational Fund	\$27,812.34
				Total for BSN Sports	\$27,812.34
Buelow, Mike					
Check#	Type	Location		PO Number	Amount
Student Activity Funds					

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Buelow, Mike

Check#	Type	Location	PO Number	Amount
124995	Liability	NCHS Athletics	0	\$438.75
Total for Buelow, Mike				\$438.75

Bushue Background Screening

Check#	Type	Location	PO Number	Amount
Educational Fund 240127	Expenditure	District Wide	2005532	\$3,550.00
Total for Bushue Background Screening				\$3,550.00

Caldwell, Deborah

Check#	Type	Location	PO Number	Amount
Educational Fund 240128	Revenue	Normal Community West HS	0	\$85.00
Total for Caldwell, Deborah				\$85.00 76

Campbell, Laurie J

Check#	Type	Location	PO Number	Amount
Educational Fund 240129	Expenditure	District Wide	2005498	\$112.00
Total for Campbell, Laurie J				\$112.00

Capsel, Jason

Check#	Type	Location	PO Number	Amount
Student Activity Funds 23054	Liability	Chiddix JHS	0	\$5.80
Total for Capsel, Jason				\$5.80

Carlson, Ashley

Check#	Type	Location	PO Number	Amount
Student Activity Funds 23030	Liability	Chiddix JHS	0	\$5.00
Total for Carlson, Ashley				\$5.00

Casey's Garden Center

Check#	Type	Location	PO Number	Amount
Student Activity Funds				

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Casey's Garden Center

Check#	Type	Location	PO Number	Amount
2389	Liability	Sugar Creek ES	0	\$50.00
Total for Casey's Garden Center				\$50.00

Cash, Bernadette

Check#	Type	Location	PO Number	Amount
Educational Fund 240130	Revenue	Normal Community HS	0	\$24.00
Total for Cash, Bernadette				\$24.00

CCMSI 1

Check#	Type	Location	PO Number	Amount
Tort Immunity Fund 240131	Expenditure	District Wide	2005577	\$2,408.33
Total for CCMSI 1				\$2,408.33

Central Supply Co

Check#	Type	Location	PO Number	Amount
Tort Immunity Fund 240132	Expenditure	District Wide	2005558	\$164.50
240132	Expenditure	District Wide	2005575	\$339.00
Total for Tort Immunity Fund				\$503.50
Total for Central Supply Co				\$503.50

Chaon, Aaron

Check#	Type	Location	PO Number	Amount
Student Activity Funds 23031	Liability	Chiddix JHS	0	\$65.00
Total for Chaon, Aaron				\$65.00

Chase, Kristina

Check#	Type	Location	PO Number	Amount
Student Activity Funds 23032	Liability	Chiddix JHS	0	\$65.00
Total for Chase, Kristina				\$65.00

City of Bloomington

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<hr/>				
Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240133	Expenditure	Brigham ES	0	\$225.89
240133	Expenditure	Cedar Ridge ES	0	\$406.16
240133	Expenditure	Fox Creek ES	0	\$597.73
240133	Expenditure	Pepper Ridge ES	0	\$522.68
Total for Operations & Maintenance Fund				<hr/> \$1,752.46
Total for City of Bloomington				<hr/> \$1,752.46
 Clark, Anna				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240134	Revenue	Towanda ES	0	\$62.30
Total for Clark, Anna				<hr/> \$62.30
 Clean The Uniform Company				
Check#	Type	Location	PO Number	Amount
Transportation Fund				
240135	Expenditure	District Wide	2000355	\$145.62
Total for Clean The Uniform Company				<hr/> \$145.62
 Clouse, Ryan				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23033	Liability	Chiddix JHS	0	\$65.00
Total for Clouse, Ryan				<hr/> \$65.00
 College Board				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
44631	Liability	Normal Community HS	0	\$48,630.00
Total for College Board				<hr/> \$48,630.00
 Commerce Bank, Commercial Loan Accting				
Check#	Type	Location	PO Number	Amount
Educational Fund				

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Commerce Bank, Commercial Loan Accting

Check#	Type	Location	PO Number	Amount
0	Expenditure	District Wide	0	\$17,395.55
0	Liability	District Wide	0	\$8,000,000.00
Total for Educational Fund				<u>\$8,017,395.55</u>
Total for Commerce Bank, Commercial Loan Accting				<u>\$8,017,395.55</u>

Confidential On-Site Paper Shreddin

Check#	Type	Location	PO Number	Amount
240136	Expenditure	Normal Community HS	2005091	\$187.20
Total for Confidential On-Site Paper Shreddin				<u>\$187.20</u>

Connor Co

Check#	Type	Location	PO Number	Amount
240137	Expenditure	Hoose ES	2005544	\$243.04
240137	Expenditure	Oakdale ES	2005490	\$4,302.32
Total for Operations & Maintenance Fund				<u>\$4,545.36</u>
Total for Connor Co				<u>\$4,545.36</u>

Conrad Sheet Metal Co

Check#	Type	Location	PO Number	Amount
240138	Expenditure	District Wide	2005557	\$8,494.00
Total for Conrad Sheet Metal Co				<u>\$8,494.00</u>

Cooper, Kathy

Check#	Type	Location	PO Number	Amount
240139	Revenue	Normal Community West HS	0	\$85.00
Total for Cooper, Kathy				<u>\$85.00</u>

Corn Belt Energy Corporation

Check#	Type	Location	PO Number	Amount
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Corn Belt Energy Corporation

Check#	Type	Location	PO Number	Amount
240140	Expenditure	Benjamin ES	0	\$6,119.59
240140	Expenditure	Evans JHS	0	\$11,482.47
240140	Expenditure	Grove ES	0	\$7,154.99
240140	Expenditure	Normal Community HS	0	\$14,777.21
240140	Expenditure	Normal Community West HS	0	\$31,613.98
240140	Expenditure	Northpoint ES	0	\$5,378.34
240140	Expenditure	Parkside ES	0	\$3,841.41
240140	Expenditure	Prairieland ES	0	\$6,826.66
Total for Operations & Maintenance Fund				\$87,194.65
Total for Corn Belt Energy Corporation				\$87,194.65

Cornell, Dewey

Check#	Type	Location	PO Number	Amount
Tort Immunity Fund				
240141	Expenditure	District Wide	2005615	\$200.00
Total for Cornell, Dewey				\$200.00

Crescent Electric Supply Co

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240142	Expenditure	Chiddix JHS	2005518	\$39.65
240142	Expenditure	Normal Community HS	2005518	\$21.60
240142	Expenditure	Towanda ES	2005543	\$146.82
Total for Operations & Maintenance Fund				\$208.07
Total for Crescent Electric Supply Co				\$208.07

Crisis Prevention Institute

Check#	Type	Location	PO Number	Amount
Educational Fund				
240143	Expenditure	District Wide	2005520	\$150.00
Total for Crisis Prevention Institute				\$150.00

Culligan Water Conditioning

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Check#	Type	Location	PO Number		Amount
Operations & Maintenance Fund					
240144	Expenditure	District Wide	0		\$7.50
			Total for	Culligan Water Conditioning	\$7.50
Curriculum Associates, Inc.					
Check#	Type	Location	PO Number		Amount
Educational Fund					
240145	Expenditure	Towanda ES	2004844		\$378.34
			Total for	Curriculum Associates, Inc.	\$378.34
Daktronics					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
44636	Liability	Normal Community HS	0		\$5,010.00
			Total for	Daktronics	\$5,010.00
Dearborn National Life Insurance Co					
Check#	Type	Location	PO Number		Amount
Educational Fund					
240146	Expenditure	District Wide	2005596		\$887.77
240146	Expenditure	Elementary Schools	2005596		\$3,894.70
240146	Expenditure	High Schools	2005596		\$1,758.35
240146	Expenditure	Junior High Schools	2005596		\$1,615.16
			Total for	Educational Fund	\$8,155.98
Operations & Maintenance Fund					
240146	Expenditure	District Wide	2005596		\$607.11
			Total for	Dearborn National Life Insurance Co	\$8,763.09
Deterding, Nikki					
Check#	Type	Location	PO Number		Amount
Educational Fund					
240147	Revenue	Benjamin ES	0		\$41.25
			Total for	Deterding, Nikki	\$41.25
DocuSign Inc					
Check#	Type	Location	PO Number		Amount

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Docusign Inc					
Check#	Type	Location	PO Number		Amount
Educational Fund					
240148	Expenditure	District Wide	2005591		\$5,796.00
				Total for Docusign Inc	\$5,796.00
Donalson, Angela					
Check#	Type	Location	PO Number		Amount
Educational Fund					
240149	Revenue	Normal Community West HS	0		\$85.00
				Total for Donalson, Angela	\$85.00
Donath, Tracy L					
Check#	Type	Location	PO Number		Amount
Educational Fund					
240150	Expenditure	District Wide	2005500		\$168.00
				Total for Donath, Tracy L	\$168.00
Earthwise Enviromental, Inc.					
Check#	Type	Location	PO Number		Amount
Operations & Maintenance Fund					
240151	Expenditure	District Wide	2005538		\$2,000.00
240151	Expenditure	District Wide	2005545		\$560.00
				Total for Operations & Maintenance Fund	\$2,560.00
				Total for Earthwise Enviromental, Inc.	\$2,560.00
Entre Solutions li					
Check#	Type	Location	PO Number		Amount
Educational Fund					
240152	Expenditure	District Wide	2005569		\$150.00
				Total for Entre Solutions li	\$150.00
Fastsigns					
Check#	Type	Location	PO Number		Amount
Tort Immunity Fund					
240153	Expenditure	District Wide	2005555		\$1,268.23
				Total for Fastsigns	\$1,268.23

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Flinn Scientific Inc

Check#	Type	Location	PO Number	Amount
Educational Fund				
240154	Expenditure	Normal Community West HS	2004875	\$1,541.32
Total for Flinn Scientific Inc				\$1,541.32

Follett Book Fairs

Check#	Type	Location	PO Number	Amount
Educational Fund				
240155	Expenditure	Chiddix JHS	2004500	\$1,369.39
240155	Expenditure	Elementary Schools	2004218	\$4,546.08
240155	Expenditure	Elementary Schools	2004835	\$884.83
240155	Expenditure	Elementary Schools	2005165	\$14,972.00
240155	Expenditure	Elementary Schools	2005166	\$13,566.72
240155	Expenditure	Elementary Schools	2005167	\$7,868.50
240155	Expenditure	Elementary Schools	2005395	\$3,555.09
240155	Expenditure	Normal Community HS	2004506	\$955.24
240155	Expenditure	Normal Community HS	2004686	\$473.83
240299	Expenditure	Elementary Schools	2003706	\$19.72
240299	Expenditure	Oakdale ES	2003706	\$0.00
Total for Educational Fund				\$48,211.40
Total for Follett Book Fairs				\$48,211.40

Follett School Solutions, Inc.

Check#	Type	Location	PO Number	Amount
Educational Fund				
240156	Expenditure	District Wide	2004682	\$1,069.15
240156	Expenditure	Elementary Schools	2004680	\$808.45
240156	Expenditure	Elementary Schools	2005103	\$835.50
240156	Expenditure	Elementary Schools	2005525	\$497.84
Total for Educational Fund				\$3,210.94
Total for Follett School Solutions, Inc.				\$3,210.94

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Frey, Suzanne

Check#	Type	Location	PO Number	Amount
Educational Fund				
240157	Revenue	Normal Community West HS	0	\$170.00
Total for Frey, Suzanne				\$170.00

Frontier 1

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240158	Expenditure	Benjamin ES	0	\$138.28
240158	Expenditure	Brigham ES	0	\$95.29
240158	Expenditure	Carlock ES	0	\$128.38
240158	Expenditure	Cedar Ridge ES	0	\$138.28
240158	Expenditure	Chiddix JHS	0	\$227.21
240158	Expenditure	Eagle Road Resource Center	0	\$1,544.97
240158	Expenditure	Eugene Field Special Services	0	\$96.92
240158	Expenditure	Evans JHS	0	\$835.59
240158	Expenditure	Fairview ES	0	\$159.84
240158	Expenditure	Fox Creek ES	0	\$138.28
240158	Expenditure	Glenn ES	0	\$79.80
240158	Expenditure	Grove ES	0	\$101.11
240158	Expenditure	Hoose ES	0	\$80.73
240158	Expenditure	Hudson ES	0	\$126.04
240158	Expenditure	Kingsley JHS	0	\$158.63
240158	Expenditure	Normal Community HS	0	\$119.27
240158	Expenditure	Normal Community West HS	0	\$572.24
240158	Expenditure	Northpoint ES	0	\$95.29
240158	Expenditure	Oakdale ES	0	\$84.71
240158	Expenditure	Parkside ES	0	\$106.73
240158	Expenditure	Parkside JHS	0	\$106.73
240158	Expenditure	Pepper Ridge ES	0	\$209.00

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Frontier 1				
Check#	Type	Location	PO Number	Amount
240158	Expenditure	PrairieLand ES	0	\$75.89
240158	Expenditure	Sugar Creek ES	0	\$138.28
240158	Expenditure	Unit Office	0	\$52.30
240158	Expenditure	Warehouse/Food Services	0	\$474.29
			Total for Operations & Maintenance Fund	\$6,084.08
Transportation Fund				
240158	Expenditure	District Wide	0	\$506.85
Tort Immunity Fund				
240158	Expenditure	District Wide	0	\$57.17
			Total for Frontier 1	\$6,648.10
Fs Custom Turf				
Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240159	Expenditure	District Wide	2005550	\$100.00
240159	Expenditure	District Wide	2005551	\$290.00
			Total for Operations & Maintenance Fund	\$390.00
			Total for Fs Custom Turf	\$390.00
Further				
Check#	Type	Location	PO Number	Amount
Self-Funded Insurance Fund				
0	Expenditure	District Wide	0	\$66.00
			Total for Further	\$66.00
Fuss, Erica				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240160	Revenue	Normal Community West HS	0	\$85.00
			Total for Fuss, Erica	\$85.00
Gallagher Bassett Services Inc.				
Check#	Type	Location	PO Number	Amount
Tort Immunity Fund				

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Gallagher Bassett Services Inc.

Check#	Type	Location	PO Number	Amount
240161	Expenditure	District Wide	2005598	\$4,600.00
240161	Expenditure	District Wide	2005612	\$4,849.00

Total for Tort Immunity Fund \$9,449.00

Total for Gallagher Bassett Services Inc. \$9,449.00

Garapati, Prasanth

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23055	Liability	Chiddix JHS	0	\$61.80

Total for Garapati, Prasanth \$61.80

Geiger

Check#	Type	Location	PO Number	Amount
Educational Fund				
240162	Expenditure	District Wide	2005593	\$1,435.82

Total for Geiger \$1,435.82

Ghrist, Tracie Nicole

Check#	Type	Location	PO Number	Amount
Educational Fund				
240300	Expenditure	District Wide	0	\$100.00

Total for Ghrist, Tracie Nicole \$100.00

Giriprakash, Sam Kalimuthu

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23056	Liability	Chiddix JHS	0	\$62.20

Total for Giriprakash, Sam Kalimuthu \$62.20

Givisco Construction Company

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240163	Expenditure	Glenn ES	2005589	\$2,390.00
240163	Expenditure	Parkside JHS	2005589	\$2,179.13

Total for Operations & Maintenance Fund \$4,569.13

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Total for Givisco Construction Company \$4,569.13

Gordon Food Service, Inc

Check#	Type	Location	PO Number	Amount
Educational Fund				
240164	Expenditure	Cedar Ridge ES	2005552	\$900.16
240164	Expenditure	Cedar Ridge ES	2005587	\$806.77
240164	Expenditure	District Wide	2005552	\$0.00
240164	Expenditure	District Wide	2005587	\$627.13
240164	Expenditure	Normal Community West HS	2005552	\$8,619.88
240164	Expenditure	Normal Community West HS	2005587	\$4,469.26
240164	Expenditure	Sugar Creek ES	2005552	\$1,904.81
240164	Expenditure	Sugar Creek ES	2005587	\$1,597.40

Total for Educational Fund \$18,925.41

Total for Gordon Food Service, Inc \$18,925.41

Great Circle

Check#	Type	Location	PO Number	Amount
Educational Fund				
240165	Expenditure	District Wide	2005519	\$15,849.17

Total for Great Circle \$15,849.17

Gupta, Amit Kumar

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23057	Liability	Chiddix JHS	0	\$49.00

Total for Gupta, Amit Kumar \$49.00

Hagler, Julie

Check#	Type	Location	PO Number	Amount
Educational Fund				
240166	Revenue	Normal Community West HS	0	\$85.00

Total for Hagler, Julie \$85.00

Hammes, Angela

Check#	Type	Location	PO Number	Amount
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Hammes, Angela

Check#	Type	Location	PO Number	Amount
Educational Fund				
240167	Revenue	Normal Community West HS	0	\$85.00
Total for Hammes, Angela				<u>\$85.00</u>

Harris, Elizabeth Rae

Check#	Type	Location	PO Number	Amount
Educational Fund				
240168	Expenditure	Normal Community HS	2005601	\$119.40
Total for Harris, Elizabeth Rae				<u>\$119.40</u>

Hawkins, Inc.

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240169	Expenditure	District Wide	2005602	\$1,638.43
Total for Hawkins, Inc.				<u>\$1,638.43</u>

Hedgespeth, Stephanie

Check#	Type	Location	PO Number	Amount
Educational Fund				
240170	Expenditure	District Wide	2005502	\$112.00
Total for Hedgespeth, Stephanie				<u>\$112.00</u>

Heinemann

Check#	Type	Location	PO Number	Amount
Educational Fund				
240171	Expenditure	Cedar Ridge ES	2004173	\$21,157.50
240171	Expenditure	Oakdale ES	2004172	\$21,157.50
Total for Educational Fund				<u>\$42,315.00</u>
Total for Heinemann				<u>\$42,315.00</u>

Hensley, Audrey

Check#	Type	Location	PO Number	Amount
Educational Fund				
240172	Revenue	Normal Community West HS	0	\$85.00

Student Activity Funds

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Hensley, Audrey

Check#	Type	Location	PO Number	Amount
20790	Liability	Parkside JHS	0	\$251.11
20792	Liability	Parkside JHS	0	\$100.00

Total for Student Activity Funds \$351.11

Total for Hensley, Audrey \$436.11

Holt, Derek

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23058	Liability	Chiddix JHS	0	\$130.00

Total for Holt, Derek \$130.00

Holtz, Kathryn

Check#	Type	Location	PO Number	Amount
Educational Fund				
240173	Revenue	Normal Community HS	0	\$76.45

Total for Holtz, Kathryn \$76.45

Hudelson, Michael

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23059	Liability	Chiddix JHS	0	\$40.60

Total for Hudelson, Michael \$40.60

Hutson, Chad

Check#	Type	Location	PO Number	Amount
Educational Fund				
240174	Revenue	Normal Community West HS	0	\$47.55

Total for Hutson, Chad \$47.55

Ilesa Illinois Elementary School Asn

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
5476	Liability	Evans JHS	0	\$915.00

Total for Ilesa Illinois Elementary School Asn \$915.00

Illini Supply Inc

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Report Sort:	Remit Name	Check#	Type	Location	PO Number	Amount
Educational Fund						
		240176	Expenditure	District Wide	2004882	\$0.00
		240176	Expenditure	Evans JHS	2005600	\$0.00
		240176	Expenditure	Normal Community HS	2005252	\$0.00
		240301	Expenditure	Normal Community HS	2005252	\$3,177.25
		240302	Expenditure	Evans JHS	2005600	\$352.55
		240303	Expenditure	District Wide	2004882	\$7,481.50
Total for Educational Fund						\$11,011.30
Operations & Maintenance Fund						
		240175	Expenditure	District Wide	2005491	\$2,113.50
		240175	Expenditure	District Wide	2005535	\$1,308.00
		240175	Expenditure	District Wide	2005560	\$2,891.00
		240175	Expenditure	Evans JHS	2005574	\$4,125.10
Total for Operations & Maintenance Fund						\$10,437.60
Total for Illini Supply Inc						\$21,448.90
Illinois Association Of School Admi						
		240177	Expenditure	District Wide	2005531	\$2,850.00
Total for Illinois Association Of School Admi						\$2,850.00
Illinois State Council of SHRM						
		240178	Expenditure	District Wide	2005592	\$129.00
Total for Illinois State Council of SHRM						\$129.00
J & L Morris						
		240179	Expenditure	District Wide	2005534	\$1,775.00
Total for J & L Morris						\$1,775.00

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J W Pepper & Sons Incorp				
Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240180	Expenditure	Normal Community West HS	2005257	\$597.50
Total for J W Pepper & Sons Incorp				\$597.50
JC Insulation Inc.				
Check#	Type	Location	PO Number	Amount
Fire Prevention & Safety Fund				
240181	Expenditure	District Wide	2005536	\$2,520.00
Total for JC Insulation Inc.				\$2,520.00
Jones, Jennifer				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240182	Revenue	Chiddix JHS	0	\$158.75
Total for Jones, Jennifer				\$158.75
Jordan, Gail				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240183	Revenue	Normal Community West HS	0	\$85.00
Total for Jordan, Gail				\$85.00
Joshi, Nimesh				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23060	Liability	Chiddix JHS	0	\$65.00
Total for Joshi, Nimesh				\$65.00
JOSTEN'S				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240184	Expenditure	Normal Community HS	2000876	\$1,100.54
Student Activity Funds				
2390	Liability	Sugar Creek ES	0	\$1,354.15
23034	Liability	Chiddix JHS	0	\$957.58

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				Total for Student Activity Funds	\$2,311.73
				Total for JOSTEN'S	\$3,412.27
Kearfott, Nicolas					
	Check#	Type	Location	PO Number	Amount
	Educational Fund				
	240185	Expenditure	Normal Community HS	2005071	\$1,225.00
	Student Activity Funds				
	44637	Liability	Normal Community HS	0	\$27.75
				Total for Kearfott, Nicolas	\$1,252.75
Keen Tile, Inc					
	Check#	Type	Location	PO Number	Amount
	Operations & Maintenance Fund				
	240186	Expenditure	Normal Community HS	2005541	\$487.74
				Total for Keen Tile, Inc	\$487.74
Keller, Joshua					
	Check#	Type	Location	PO Number	Amount
	Student Activity Funds				
	23061	Liability	Chiddix JHS	0	\$65.00
				Total for Keller, Joshua	\$65.00
Kelly, Jennifer					
	Check#	Type	Location	PO Number	Amount
	Student Activity Funds				
	44632	Liability	Normal Community HS	0	\$163.37
				Total for Kelly, Jennifer	\$163.37
Knott, Stanley Allen					
	Check#	Type	Location	PO Number	Amount
	Student Activity Funds				
	44633	Liability	Normal Community HS	0	\$1,465.00
				Total for Knott, Stanley Allen	\$1,465.00
Komandur, Bhasker					
	Check#	Type	Location	PO Number	Amount
	Student Activity Funds				

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Komandur, Bhasker					
Check#	Type	Location	PO Number		Amount
23035	Liability	Chiddix JHS	0		\$65.00
Total for Komandur, Bhasker					\$65.00
Kotowski, Linda Jo					
Check#	Type	Location	PO Number		Amount
Educational Fund 240187	Expenditure	District Wide	2005494		\$138.00
Total for Kotowski, Linda Jo					\$138.00
Krishnamaurthy, Socrates					
Check#	Type	Location	PO Number		Amount
Student Activity Funds 23036	Liability	Chiddix JHS	0		\$308.00
Total for Krishnamaurthy, Socrates					\$308.00 93
Kuehnl, Chad					
Check#	Type	Location	PO Number		Amount
Student Activity Funds 23062	Liability	Chiddix JHS	0		\$65.00
Total for Kuehnl, Chad					\$65.00
Ladage, Amy					
Check#	Type	Location	PO Number		Amount
Student Activity Funds 23063	Liability	Chiddix JHS	0		\$65.00
Total for Ladage, Amy					\$65.00
Lakeshore Learning Materials					
Check#	Type	Location	PO Number		Amount
Educational Fund 240188	Expenditure	Pepper Ridge ES	2005275		\$1,392.51
Total for Lakeshore Learning Materials					\$1,392.51
Lawson, Keith					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					

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Lawson, Keith					
Check#	Type	Location	PO Number		Amount
23037	Liability	Chiddix JHS	0		\$65.00
				Total for Lawson, Keith	\$65.00
Lee Enterprises - Central II					
Check#	Type	Location	PO Number		Amount
Educational Fund 240189	Expenditure	District Wide	0		\$233.84
				Total for Lee Enterprises - Central II	\$233.84
Leisure Craft Inc					
Check#	Type	Location	PO Number		Amount
Educational Fund 240190	Expenditure	Normal Community West HS	2005177		\$2,495.36
				Total for Leisure Craft Inc	\$2,495.36
Little, Jason					
Check#	Type	Location	PO Number		Amount
Operations & Maintenance Fund 240191	Expenditure	District Wide	2005603		\$170.80
				Total for Little, Jason	\$170.80
M&M Turf Farm					
Check#	Type	Location	PO Number		Amount
Operations & Maintenance Fund 240192	Expenditure	Normal Community HS	2005579		\$690.00
				Total for M&M Turf Farm	\$690.00
Maddox, Jessica					
Check#	Type	Location	PO Number		Amount
Educational Fund 240193	Revenue	Cedar Ridge ES	0		\$27.05
				Total for Maddox, Jessica	\$27.05
Madison Co. Regional Ofc Of Ed.					
Check#	Type	Location	PO Number		Amount
Educational Fund					

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Madison Co. Regional Ofc Of Ed.

Check#	Type	Location	PO Number	Amount
240194	Expenditure	District Wide	2005412	\$630.00
Total for Madison Co. Regional Ofc Of Ed.				\$630.00

Malinowski, Jeffrey A

Check#	Type	Location	PO Number	Amount
Educational Fund 240195	Expenditure	District Wide	2005512	\$168.00
Total for Malinowski, Jeffrey A				\$168.00

Mann, Shawn M

Check#	Type	Location	PO Number	Amount
Educational Fund 240196	Expenditure	District Wide	2005504	\$112.00
Total for Mann, Shawn M				\$112.00

Maxson, Jay

Check#	Type	Location	PO Number	Amount
Student Activity Funds 23064	Liability	Chiddix JHS	0	\$65.00
Total for Maxson, Jay				\$65.00

Mc Ginnis, Robin

Check#	Type	Location	PO Number	Amount
Educational Fund 240197	Revenue	Normal Community West HS	0	\$85.00
Total for Mc Ginnis, Robin				\$85.00

Mc Graw-Hill School Ed Holdings, LI

Check#	Type	Location	PO Number	Amount
Educational Fund 240198	Expenditure	High Schools	2005387	\$39,302.58
Total for Mc Graw-Hill School Ed Holdings, LI				\$39,302.58

Mc Lean Co Unit Dist 5

Check#	Type	Location	PO Number	Amount
Educational Fund				

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Mc Lean Co Unit Dist 5

Check#	Type	Location	PO Number	Amount
240298	Expenditure	Northpoint ES	2003138	\$0.00

Student Activity Funds

44638	Liability	Normal Community HS	0	\$2,194.18
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Total for			Mc Lean Co Unit Dist 5	\$2,194.18
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Mc Lean County Unit #5/Northpoint

Check#	Type	Location	PO Number	Amount
Educational Fund				
240304	Expenditure	Northpoint ES	2003138	\$125.00

Total for			Mc Lean County Unit #5/Northpoint	\$125.00
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McBeath, Derek

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23065	Liability	Chiddix JHS	0	\$6.60

Total for			McBeath, Derek	\$6.60
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McConkey, Kelly

Check#	Type	Location	PO Number	Amount
Educational Fund				
240200	Revenue	Normal Community West HS	0	\$85.00

Total for			McConkey, Kelly	\$85.00
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McGinnis, Mary

Check#	Type	Location	PO Number	Amount
Self-Funded Insurance Fund				
7250	Asset	District Wide	0	\$344.00

Total for			McGinnis, Mary	\$344.00
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McLean County Glass & Mirror

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240201	Expenditure	District Wide	2005556	\$12,471.85

Total for			McLean County Glass & Mirror	\$12,471.85
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McQueen, Karen

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Check#	Type	Location	PO Number	Amount
Educational Fund				
240202	Revenue	Normal Community West HS	0	\$85.00
		Total for	McQueen, Karen	\$85.00
Meadows, Rebecca R				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240203	Expenditure	District Wide	2005507	\$112.00
		Total for	Meadows, Rebecca R	\$112.00
Medco Supply Co				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240204	Expenditure	Normal Community HS	2005035	\$99.65
		Total for	Medco Supply Co	\$99.65
Mehta, Shilpa				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240205	Revenue	Normal Community HS	0	\$129.30
		Total for	Mehta, Shilpa	\$129.30
Menards Lumber				
Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240206	Expenditure	District Wide	2005537	\$283.27
240206	Expenditure	Normal Community HS	2005537	\$61.93
		Total for	Operations & Maintenance Fund	\$345.20
		Total for	Menards Lumber	\$345.20
Menon, Sunish				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23066	Liability	Chiddix JHS	0	\$14.60
		Total for	Menon, Sunish	\$14.60

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Meyer, Damon

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240305	Expenditure	District Wide	0	\$44.85
Total for Meyer, Damon				\$44.85

Mid-Illinois Mechanical, Inc

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240207	Expenditure	Chiddix JHS	2005573	\$4,498.82
Total for Mid-Illinois Mechanical, Inc				\$4,498.82

Midamerican Energy

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240208	Expenditure	Brigham ES	0	\$1,481.44
240208	Expenditure	Carlock ES	0	\$6,938.87
240208	Expenditure	Cedar Ridge ES	0	\$3,411.14
240208	Expenditure	Chiddix JHS	0	\$3,270.95
240208	Expenditure	Eugene Field Special Services	0	\$544.50
240208	Expenditure	Fairview ES	0	\$905.87
240208	Expenditure	Fox Creek ES	0	\$2,873.72
240208	Expenditure	Glenn ES	0	\$581.88
240208	Expenditure	Hoose ES	0	\$1,929.00
240208	Expenditure	Hudson ES	0	\$1,230.86
240208	Expenditure	Kingsley JHS	0	\$5,243.70
240208	Expenditure	Oakdale ES	0	\$1,027.46
240208	Expenditure	Pepper Ridge ES	0	\$3,736.52
240208	Expenditure	Sugar Creek ES	0	\$2,896.14
240208	Expenditure	Towanda ES	0	\$1,063.13
240208	Expenditure	Unit Office	0	\$779.82
240208	Expenditure	Warehouse/Food Services	0	\$2,896.46
Total for Operations & Maintenance Fund				\$34,559.46

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Midamerican Energy

Check#	Type	Location	PO Number	Amount
Transportation Fund				
240208	Expenditure	District Wide	0	\$2,120.23
Total for Midamerican Energy				<u>\$36,679.69</u>

Middleton Associates Inc

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240209	Expenditure	District Wide	2005585	\$2,741.00
Total for Middleton Associates Inc				<u>\$2,741.00</u>

Midland Paper Company

Check#	Type	Location	PO Number	Amount
Educational Fund				
240210	Expenditure	District Wide	2005549	\$7,421.56
Total for Midland Paper Company				<u>\$7,421.56</u>

MIDWEST SPORT AND TURF SYSTEMS

Check#	Type	Location	PO Number	Amount
Educational Fund				
240211	Expenditure	Normal Community HS	2005190	\$3,570.00
Total for MIDWEST SPORT AND TURF SYSTEMS				<u>\$3,570.00</u>

Midwest Transit Equipment

Check#	Type	Location	PO Number	Amount
Transportation Fund				
240212	Expenditure	District Wide	2005594	\$0.00
240212	Expenditure	District Wide	2005595	\$0.00
Total for Transportation Fund				<u>\$0.00</u>
Total for Midwest Transit Equipment				<u>\$0.00</u>

Midwest Transit Equipment, Inc

Check#	Type	Location	PO Number	Amount
Transportation Fund				
240306	Expenditure	District Wide	2005594	\$122,955.00
240307	Expenditure	District Wide	2005595	\$223,857.00

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				Total for Transportation Fund	\$346,812.00
				Total for Midwest Transit Equipment, Inc	\$346,812.00
Miller, Hall & Triggs Law Offices					
	Check#	Type	Location	PO Number	Amount
	Tort Immunity Fund				
	240213	Expenditure	District Wide	0	\$3,512.60
				Total for Miller, Hall & Triggs Law Offices	\$3,512.60
Minerva Promotions					
	Check#	Type	Location	PO Number	Amount
	Student Activity Funds				
	44639	Liability	Normal Community HS	0	\$201.00
				Total for Minerva Promotions	\$201.00
Mirza, Sajid					
	Check#	Type	Location	PO Number	Amount
	Student Activity Funds				
	23067	Liability	Chiddix JHS	0	\$65.00
				Total for Mirza, Sajid	\$65.00
Motorola Solutions - Starcom					
	Check#	Type	Location	PO Number	Amount
	Tort Immunity Fund				
	240214	Expenditure	District Wide	2003582	\$3,204.00
				Total for Motorola Solutions - Starcom	\$3,204.00
My Binding.Com					
	Check#	Type	Location	PO Number	Amount
	Educational Fund				
	240215	Expenditure	Brigham ES	2004556	\$234.00
				Total for My Binding.Com	\$234.00
Myers, Gabriel					
	Check#	Type	Location	PO Number	Amount
	Student Activity Funds				
	23038	Liability	Chiddix JHS	0	\$46.20
				Total for Myers, Gabriel	\$46.20

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National Business Furniture

Check#	Type	Location	PO Number	Amount
Educational Fund				
240216	Expenditure	Normal Community HS	2005238	\$3,840.35
Total for National Business Furniture				\$3,840.35

Natoli, Patricia

Check#	Type	Location	PO Number	Amount
Educational Fund				
240217	Revenue	Normal Community West HS	0	\$85.00
Total for Natoli, Patricia				\$85.00

Nayar, Rajeev

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23039	Liability	Chiddix JHS	0	\$65.00
Total for Nayar, Rajeev				\$65.00

Neti, Leelasridhar

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23068	Liability	Chiddix JHS	0	\$65.00
Total for Neti, Leelasridhar				\$65.00

Newton, Jared

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23040	Liability	Chiddix JHS	0	\$65.00
Total for Newton, Jared				\$65.00

Newton-Gonzalez, Jordan B

Check#	Type	Location	PO Number	Amount
Educational Fund				
240218	Expenditure	District Wide	2005503	\$224.00
Total for Newton-Gonzalez, Jordan B				\$224.00

Nicor Gas

Check#	Type	Location	PO Number	Amount
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Nicor Gas				
Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240219	Expenditure	Benjamin ES	0	\$65.23
240219	Expenditure	Fairview ES	0	\$39.19
240219	Expenditure	Hudson ES	0	\$37.20
240219	Expenditure	Oakdale ES	0	\$18.39
240219	Expenditure	Sugar Creek ES	0	\$166.11
Total for Operations & Maintenance Fund				\$326.12
Transportation Fund				
240219	Expenditure	District Wide	0	\$188.51
Total for Nicor Gas				\$514.63
Norix Furniture				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240220	Expenditure	Normal Community HS	2005211	\$3,293.60
Total for Norix Furniture				\$3,293.60
Normal Community West Hs				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240221	Expenditure	Normal Community West HS	2004880	\$16,602.90
Total for Normal Community West Hs				\$16,602.90
Nybakke Vacuum Shop, Inc				
Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240222	Expenditure	District Wide	2005542	\$329.99
240222	Expenditure	District Wide	2005582	\$3,499.90
240222	Expenditure	District Wide	2005583	\$3,499.90
240222	Expenditure	District Wide	2005604	\$1,470.00
Total for Operations & Maintenance Fund				\$8,799.79
Total for Nybakke Vacuum Shop, Inc				\$8,799.79

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OSF OCCUPATIONAL HEALTH				
Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240223	Expenditure	District Wide	2005559	\$714.00
Total for OSF OCCUPATIONAL HEALTH				<u>\$714.00</u>
Pantaleone, Meaghan E				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240224	Expenditure	District Wide	0	\$131.81
Total for Pantaleone, Meaghan E				<u>\$131.81</u>
Park, Kyung-Hwan				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240225	Revenue	Evans JHS	0	\$94.30
Total for Park, Kyung-Hwan				<u>\$94.30</u>
Pasco Scientific				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240226	Expenditure	Normal Community West HS	2004879	\$367.00
Total for Pasco Scientific				<u>\$367.00</u>
Peebles, Gwen E				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240227	Expenditure	District Wide	2005495	\$138.00
Total for Peebles, Gwen E				<u>\$138.00</u>
Pendleton, Tara D				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240228	Expenditure	District Wide	2005505	\$168.00
Student Activity Funds				
23069	Liability	Chiddix JHS	0	\$11.40
Total for Pendleton, Tara D				<u>\$179.40</u>

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Piercy Auto Body

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240229	Expenditure	District Wide	2005526	\$2,251.50
Total for Piercy Auto Body				<u>\$2,251.50</u>

Pipco Companies, Ltd

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240230	Expenditure	Normal Community West HS	2005561	\$1,326.55
Tort Immunity Fund				
240230	Expenditure	District Wide	2005561	\$607.90
Total for Pipco Companies, Ltd				<u>\$1,934.45</u>

Poehlman, Stacy

Check#	Type	Location	PO Number	Amount
Educational Fund				
240231	Revenue	Normal Community West HS	0	\$85.00
Total for Poehlman, Stacy				<u>\$85.00</u>

Poona, Adarsh

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23041	Liability	Chiddix JHS	0	\$65.00
Total for Poona, Adarsh				<u>\$65.00</u>

Postmaster Of Towanda

Check#	Type	Location	PO Number	Amount
Educational Fund				
240232	Expenditure	Towanda ES	2004843	\$200.00
Total for Postmaster Of Towanda				<u>\$200.00</u>

Potts, Analiese Dee

Check#	Type	Location	PO Number	Amount
Educational Fund				
240233	Expenditure	District Wide	2005510	\$112.00
Total for Potts, Analiese Dee				<u>\$112.00</u>

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Powell, Mark L

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240234	Expenditure	District Wide	2005613	\$170.80
Total for Powell, Mark L				<u>\$170.80</u>

Presidio Networked Solutions Group,

Check#	Type	Location	PO Number	Amount
Educational Fund				
240308	Expenditure	District Wide	2005610	\$62,460.00
240308	Expenditure	District Wide	2005611	\$58,032.00
Total for Educational Fund				<u>\$120,492.00</u>
Total for Presidio Networked Solutions Group,				\$120,492.00

Pro-Type Printing

Check#	Type	Location	PO Number	Amount
Educational Fund				
240235	Expenditure	Normal Community HS	2004847	\$548.00
240235	Expenditure	Normal Community West HS	2005074	\$1,224.00
Total for Educational Fund				<u>\$1,772.00</u>
Total for Pro-Type Printing				\$1,772.00

Quill Corporation

Check#	Type	Location	PO Number	Amount
Educational Fund				
240236	Expenditure	Normal Community West HS	2005076	\$650.43
240309	Expenditure	Sugar Creek ES	2005073	\$2,139.93
Total for Educational Fund				<u>\$2,790.36</u>
Total for Quill Corporation				\$2,790.36

Quizon-Colquitt, Desiree

Check#	Type	Location	PO Number	Amount
Educational Fund				
240237	Revenue	Normal Community West HS	0	\$170.00
Total for Quizon-Colquitt, Desiree				<u>\$170.00</u>

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Read's Sporting Goods

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
44640	Liability	Normal Community HS	0	\$240.00
Total for Read's Sporting Goods				\$240.00

Regional Office Of Education #17

Check#	Type	Location	PO Number	Amount
Educational Fund				
240238	Expenditure	District Wide	2005571	\$39,507.20
240238	Expenditure	District Wide	2005576	\$27,453.60
Total for Educational Fund				\$66,960.80
Total for Regional Office Of Education #17				\$66,960.80

Reinhart, Rebekah

Check#	Type	Location	PO Number	Amount
Educational Fund				
240239	Revenue	Normal Community West HS	0	\$170.00
Total for Reinhart, Rebekah				\$170.00

Riddle, Melissa

Check#	Type	Location	PO Number	Amount
Educational Fund				
240240	Revenue	Normal Community West HS	0	\$85.00
Total for Riddle, Melissa				\$85.00

Ritchie, Andrea

Check#	Type	Location	PO Number	Amount
Educational Fund				
240241	Revenue	Normal Community West HS	0	\$85.00
Total for Ritchie, Andrea				\$85.00

Rogers Supply Company Inc

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240242	Expenditure	District Wide	2005539	\$45.55
Total for Rogers Supply Company Inc				\$45.55

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Rogers, Melissa

Check#	Type	Location	PO Number	Amount
Educational Fund				
240243	Revenue	Evans JHS	0	\$12.60
Total for Rogers, Melissa				\$12.60

Rw Vandegraff

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240244	Expenditure	District Wide	2005578	\$8,450.00
Fire Prevention & Safety Fund				
240244	Expenditure	District Wide	2005524	\$24,095.00
Total for Rw Vandegraff				\$32,545.00

Safranek, Haley B

Check#	Type	Location	PO Number	Amount
Educational Fund				
240245	Expenditure	District Wide	2005509	\$224.00
Total for Safranek, Haley B				\$224.00

Santander Leasing LLC

Check#	Type	Location	PO Number	Amount
Transportation Fund				
240246	Expenditure	District Wide	2005605	\$33,420.00
Total for Santander Leasing LLC				\$33,420.00

Saravanan, Ramaiyan

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23042	Liability	Chiddix JHS	0	\$65.00
Total for Saravanan, Ramaiyan				\$65.00

Sareedy, Lineeth

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
44641	Liability	Normal Community HS	0	\$200.00
Total for Sareedy, Lineeth				\$200.00

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Report Sort: Remit Name

Schieler, Jennifer

Check#	Type	Location	PO Number	Amount
Educational Fund				
240247	Revenue	Normal Community West HS	0	\$85.00
Total for Schieler, Jennifer				\$85.00

Scholastic 2

Check#	Type	Location	PO Number	Amount
Educational Fund				
240248	Expenditure	Cedar Ridge ES	2004763	\$651.64
Total for Scholastic 2				\$651.64

School Mate

Check#	Type	Location	PO Number	Amount
Educational Fund				
240249	Expenditure	Pepper Ridge ES	2005308	\$197.00
Total for School Mate				\$197.00

School Specialty

Check#	Type	Location	PO Number	Amount
Educational Fund				
240250	Expenditure	Benjamin ES	2005072	\$1,152.66
240250	Expenditure	Oakdale ES	2005067	\$656.79
240250	Expenditure	Pepper Ridge ES	2005310	\$1,377.31
240250	Expenditure	Sugar Creek ES	2005039	\$454.46
240250	Expenditure	Sugar Creek ES	2005041	\$276.29
240250	Expenditure	Towanda ES	2004726	\$481.56
Total for Educational Fund				\$4,399.07
Total for School Specialty				\$4,399.07

Schroen, Staci Nicole

Check#	Type	Location	PO Number	Amount
Educational Fund				
240310	Expenditure	District Wide	0	\$300.00
Total for Schroen, Staci Nicole				\$300.00

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Report Sort: Remit Name

Seesaw				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240311	Expenditure	Elementary Schools	2005616	\$36,596.00
Total for Seesaw				\$36,596.00
 Serrano, Julio				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
20791	Liability	Parkside JHS	0	\$100.00
Total for Serrano, Julio				\$100.00
 Shackley, Julie				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240251	Revenue	Normal Community HS	0	\$64.79
Total for Shackley, Julie				\$64.79
 Shackley, Kevin Patrick				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240252	Expenditure	Normal Community HS	2004816	\$51.80
Total for Shackley, Kevin Patrick				\$51.80
 Sharp, Tana Jean				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
44634	Liability	Normal Community HS	0	\$257.10
Total for Sharp, Tana Jean				\$257.10
 Shenoy, Venkatesh				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
44642	Liability	Normal Community HS	0	\$200.00
Total for Shenoy, Venkatesh				\$200.00
 Sheppelman, Robert				
Check#	Type	Location	PO Number	Amount

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Report Sort: Remit Name

Sheppelman, Robert

Check#	Type	Location	PO Number	Amount
Educational Fund				
240253	Revenue	Kingsley JHS	0	\$34.75
Total for Sheppelman, Robert				\$34.75

Shook, Cheryl

Check#	Type	Location	PO Number	Amount
Educational Fund				
240254	Revenue	Normal Community West HS	0	\$85.00
Total for Shook, Cheryl				\$85.00

Signature Fundraiser, Inc

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
3740	Liability	Parkside ES	0	\$50.22
Total for Signature Fundraiser, Inc				\$50.22

Sikes, Jennifer Ann

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23070	Liability	Chiddix JHS	0	\$65.00
Total for Sikes, Jennifer Ann				\$65.00

Smith, Denise

Check#	Type	Location	PO Number	Amount
Educational Fund				
240255	Revenue	Normal Community West HS	0	\$85.00
Total for Smith, Denise				\$85.00

Smith, Matthew

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23071	Liability	Chiddix JHS	0	\$65.00
Total for Smith, Matthew				\$65.00

Southeastern Equip & Supply

Check#	Type	Location	PO Number	Amount
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Report Sort: Remit Name

Southeastern Equip & Supply

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240256	Expenditure	District Wide	2005584	\$15,790.00
Total for Southeastern Equip & Supply				\$15,790.00

Spear Corporation

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240257	Expenditure	District Wide	2005586	\$7,443.00
Total for Spear Corporation				\$7,443.00

Specialized Education Of Illinois

Check#	Type	Location	PO Number	Amount
Educational Fund				
240258	Expenditure	District Wide	2005521	\$54,169.60
240258	Expenditure	District Wide	2005522	\$2,708.14
Total for Educational Fund				\$56,878.08
Total for Specialized Education Of Illinois				\$56,878.08

Spooner Nolan, Jane Elizabeth

Check#	Type	Location	PO Number	Amount
Educational Fund				
240259	Revenue	Normal Community West HS	0	\$85.00
Total for Spooner Nolan, Jane Elizabeth				\$85.00

Sports Enhancement Center,LLC

Check#	Type	Location	PO Number	Amount
Educational Fund				
240260	Expenditure	Normal Community HS	2005533	\$3,750.00
Tort Immunity Fund				
240260	Expenditure	Normal Community HS	2005533	\$3,750.00
Total for Sports Enhancement Center,LLC				\$7,500.00

Stanton, Autumn J

Check#	Type	Location	PO Number	Amount
Student Activity Funds				

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Report Sort: Remit Name

Stanton, Autumn J

Check#	Type	Location	PO Number	Amount
23043	Liability	Chiddix JHS	0	\$65.00
Total for Stanton, Autumn J				\$65.00

Starcrest Cleaners 1

Check#	Type	Location	PO Number	Amount
Educational Fund 240261	Expenditure	Normal Community West HS	2005492	\$2,429.13
Total for Starcrest Cleaners 1				\$2,429.13

Stark Excavating, Inc

Check#	Type	Location	PO Number	Amount
Transportation Fund 240262	Expenditure	District Wide	2005572	\$6,425.00
Total for Stark Excavating, Inc				\$6,425.00 112

Starnet Digital Publishing

Check#	Type	Location	PO Number	Amount
Student Activity Funds 44643	Liability	Normal Community HS	0	\$73.50
Total for Starnet Digital Publishing				\$73.50

Staudenmeier, Rachael Lynn

Check#	Type	Location	PO Number	Amount
Student Activity Funds 23072	Liability	Chiddix JHS	0	\$60.00
Total for Staudenmeier, Rachael Lynn				\$60.00

Steers, Priscilla Dawn

Check#	Type	Location	PO Number	Amount
Educational Fund 240263	Expenditure	District Wide	2005511	\$224.00
Total for Steers, Priscilla Dawn				\$224.00

Steiger, Staci

Check#	Type	Location	PO Number	Amount
Educational Fund				

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Report Sort:	Remit Name				
Steiger, Staci					
Check#	Type	Location	PO Number		Amount
240264	Expenditure	District Wide	2005496		\$138.00
				Total for Steiger, Staci	\$138.00
Stevens, Lori Joann					
Check#	Type	Location	PO Number		Amount
Educational Fund 240265	Expenditure	District Wide	0		\$200.00
				Total for Stevens, Lori Joann	\$200.00
Stoewer, Angela					
Check#	Type	Location	PO Number		Amount
Educational Fund 240266	Revenue	Normal Community West HS	0		\$85.00
				Total for Stoewer, Angela	\$85.00 113
Storrs, Amanda					
Check#	Type	Location	PO Number		Amount
Educational Fund 240267	Revenue	Normal Community HS	0		\$215.55
				Total for Storrs, Amanda	\$215.55
Talley, Lori					
Check#	Type	Location	PO Number		Amount
Educational Fund 240268	Revenue	Normal Community West HS	0		\$85.00
				Total for Talley, Lori	\$85.00
Tangudu, Narayana					
Check#	Type	Location	PO Number		Amount
Student Activity Funds 23073	Liability	Chiddix JHS	0		\$21.40
				Total for Tangudu, Narayana	\$21.40
Tellor, Amy					
Check#	Type	Location	PO Number		Amount
Educational Fund					

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Report Sort: Remit Name

Tellor, Amy

Check#	Type	Location	PO Number	Amount
240269	Revenue	Normal Community West HS	0	\$85.00
Total for Tellor, Amy				\$85.00

The Copy Shop

Check#	Type	Location	PO Number	Amount
Educational Fund				
240270	Expenditure	District Wide	2005553	\$840.43
240270	Expenditure	District Wide	2005554	\$124.00
Total for Educational Fund				\$964.43
Total for The Copy Shop				\$964.43

The Lifeguard Store

Check#	Type	Location	PO Number	Amount
Educational Fund				
240271	Expenditure	Normal Community HS	2004846	\$355.00
Total for The Lifeguard Store				\$355.00

The Music Shoppe, Inc

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
44644	Liability	Normal Community HS	0	\$104.00
Total for The Music Shoppe, Inc				\$104.00

Thomas, Stacey

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23044	Liability	Chiddix JHS	0	\$1.80
Total for Thomas, Stacey				\$1.80

Thompson, Tricia

Check#	Type	Location	PO Number	Amount
Educational Fund				
240272	Revenue	Normal Community West HS	0	\$29.90
Total for Thompson, Tricia				\$29.90

Tompkins, Stacey

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Report Sort:	Remit Name			
Check#	Type	Location	PO Number	Amount
Educational Fund				
240273	Revenue	Normal Community West HS	0	\$85.00
			Total for Tompkins, Stacey	<u>\$85.00</u>
 Torres, Barbara A				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240274	Expenditure	District Wide	2005508	\$112.00
			Total for Torres, Barbara A	<u>\$112.00</u>
 Town Of Normal Water Dept.				
Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240275	Expenditure	Chiddix JHS	0	\$442.10
240275	Expenditure	Eagle Road Resource Center	0	\$186.75
240275	Expenditure	Eugene Field Special Services	0	\$16.57
240275	Expenditure	Fairview ES	0	\$193.95
240275	Expenditure	Glenn ES	0	\$129.74
240275	Expenditure	Grove ES	0	\$455.96
240275	Expenditure	Hoose ES	0	\$523.20
240275	Expenditure	Kingsley JHS	0	\$806.22
240275	Expenditure	Normal Community HS	0	\$7,252.33
240275	Expenditure	Normal Community West HS	0	\$6,411.11
240275	Expenditure	Oakdale ES	0	\$277.31
240275	Expenditure	Parkside ES	0	\$778.32
240275	Expenditure	Parkside JHS	0	\$713.52
240275	Expenditure	Prairieland ES	0	\$407.57
240275	Expenditure	Sugar Creek ES	0	\$425.53
240275	Expenditure	Unit Office	0	\$208.61
240275	Expenditure	Warehouse/Food Services	0	\$25.58
			Total for Operations & Maintenance Fund	<u>\$19,254.37</u>
 Transportation Fund				

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Report Sort: Remit Name

Town Of Normal Water Dept.

Check#	Type	Location	PO Number	Amount
240275	Expenditure	District Wide	0	\$1,198.02
Total for Town Of Normal Water Dept.				\$20,452.39

Townsend, Heather

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23045	Liability	Chiddix JHS	0	\$35.40
Total for Townsend, Heather				\$35.40

Traeger, Aaron

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23074	Liability	Chiddix JHS	0	\$41.40
Total for Traeger, Aaron				\$41.40 116

Trinity 3 Technology

Check#	Type	Location	PO Number	Amount
Educational Fund				
240276	Expenditure	District Wide	2005568	\$4,040.00
Total for Trinity 3 Technology				\$4,040.00

Tyler Technologies, Inc

Check#	Type	Location	PO Number	Amount
Educational Fund				
240277	Expenditure	District Wide	2004504	\$310.00
240277	Expenditure	District Wide	2005570	\$4,976.79
240277	Expenditure	District Wide	2005609	\$80,189.00
Total for Educational Fund				\$85,475.79
Total for Tyler Technologies, Inc				\$85,475.79

Unit 5 Decker Industries

Check#	Type	Location	PO Number	Amount
Educational Fund				
240278	Expenditure	Normal Community HS	2004188	\$17.50
Total for Unit 5 Decker Industries				\$17.50

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Report Sort: Remit Name

Watts Copy Systems, Inc

Check#	Type	Location	PO Number	Amount
Educational Fund				
240285	Expenditure	District Wide	2005588	\$210.00
240286	Expenditure	District Wide	2005515	\$1,658.08
Total for Educational Fund				\$1,868.08
Total for Watts Copy Systems, Inc				\$1,868.08

Watts Copy Systems, Inc.

Check#	Type	Location	PO Number	Amount
Educational Fund				
240287	Expenditure	District Wide	2005516	\$1,272.26
Total for Watts Copy Systems, Inc.				\$1,272.26

Wayfair

Check#	Type	Location	PO Number	Amount
Educational Fund				
240312	Expenditure	Normal Community HS	2005214	\$1,548.30
Total for Wayfair				\$1,548.30

West

Check#	Type	Location	PO Number	Amount
Tort Immunity Fund				
240288	Expenditure	District Wide	0	\$1,028.22
Total for West				\$1,028.22

Wherry Machine & Welding, Inc

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240289	Expenditure	District Wide	2005527	\$1,088.08
Total for Wherry Machine & Welding, Inc				\$1,088.08

White, Elizabeth

Check#	Type	Location	PO Number	Amount
Educational Fund				
240290	Revenue	Normal Community West HS	0	\$85.00
Total for White, Elizabeth				\$85.00

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Report Sort: Remit Name

WILCOX ELECTRIC & SERVICES INC.

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240291	Expenditure	District Wide	2005607	\$8,080.00
240291	Expenditure	Fox Creek ES	2005546	\$357.64
Total for Operations & Maintenance Fund				\$8,437.64
Total for WILCOX ELECTRIC & SERVICES INC.				\$8,437.64

Williams, Desmond K.

Check#	Type	Location	PO Number	Amount
Educational Fund				
240292	Revenue	Normal Community West HS	0	\$127.10
Total for Williams, Desmond K.				\$127.10

Williams, Shamica

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23046	Liability	Chiddix JHS	0	\$65.00
Total for Williams, Shamica				\$65.00

Wilson, Kimberly Marie

Check#	Type	Location	PO Number	Amount
Educational Fund				
240293	Expenditure	District Wide	2005497	\$690.00
Total for Wilson, Kimberly Marie				\$690.00

Winkle, Dana Sue

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
20793	Liability	Parkside JHS	0	\$1,004.22
Total for Winkle, Dana Sue				\$1,004.22

Winsupply

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240294	Expenditure	District Wide	2005581	\$7,897.70
Total for Winsupply				\$7,897.70

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Report Sort: Remit Name

Wipeco Inc

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240295	Expenditure	District Wide	2005517	\$1,904.15
Total for Wipeco Inc				\$1,904.15

Wolters, Kim

Check#	Type	Location	PO Number	Amount
Educational Fund				
240296	Revenue	Chiddix JHS	0	\$22.90
Total for Wolters, Kim				\$22.90

Wright , Joseph

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23047	Liability	Chiddix JHS	0	\$65.00
Total for Wright , Joseph				\$65.00

Xu, Maochao

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23048	Liability	Chiddix JHS	0	\$0.00
23075	Liability	Chiddix JHS	0	\$46.60
Total for Student Activity Funds				\$46.60
Total for Xu, Maochao				\$46.60

Yehl, Staci

Check#	Type	Location	PO Number	Amount
Educational Fund				
240297	Revenue	Normal Community West HS	0	\$170.00
Total for Yehl, Staci				\$170.00

Young, Michael

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23049	Liability	Chiddix JHS	0	\$0.00
Total for Young, Michael				\$0.00

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Grand Total: \$10,221,021.31

Recap for Fund for remit name

08	Self-Funded Insurance Fund	\$538,235.56
10	Educational Fund	\$8,885,930.56
20	Operations & Maintenance Fund	\$283,070.21
40	Transportation Fund	\$390,816.23
80	Tort Immunity Fund	\$27,252.63
90	Fire Prevention & Safety Fund	\$26,615.00
99	Student Activity Funds	\$69,101.12

End of Report

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Expenditure Summary Report

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Criteria:

From Date: 07/01/2020

To Date: 07/21/2020

Report Sort:	Remit Name				
Adames, Patricia					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
23101	Liability	Chiddix JHS	0		\$8.00
Total for Adames, Patricia					\$8.00
Aduonum, Ama					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
23102	Liability	Chiddix JHS	0		\$66.00
Total for Aduonum, Ama					\$66.00
Ahmed, Mubasher					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
23126	Liability	Chiddix JHS	0		\$41.80
Total for Ahmed, Mubasher					\$41.80
Alex, Koshy					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
23103	Liability	Chiddix JHS	0		\$71.00
Total for Alex, Koshy					\$71.00
All About Access					
Check#	Type	Location	PO Number		Amount
Educational Fund					
240313	Expenditure	District Wide	2100033		\$395.70
Total for All About Access					\$395.70
Alover, Victor					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
23127	Liability	Chiddix JHS	0		\$59.00
Total for Alover, Victor					\$59.00
Anderson, Leslie					
Check#	Type	Location	PO Number		Amount

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Criteria:

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To Date: 07/21/2020

Report Sort:	Remit Name				
Anderson, Leslie					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
23104	Liability	Chiddix JHS	0		\$40.00
				Total for Anderson, Leslie	\$40.00
Arias, Cintia					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
23185	Liability	Chiddix JHS	0		\$48.40
				Total for Arias, Cintia	\$48.40
Asset Control Solutions, Inc.					
Check#	Type	Location	PO Number		Amount
Tort Immunity Fund					
240314	Expenditure	District Wide	2100054		\$11,760.00
				Total for Asset Control Solutions, Inc.	\$11,760.00
Astorina, Alexis					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
23105	Liability	Chiddix JHS	0		\$75.00
				Total for Astorina, Alexis	\$75.00
Athletic Solutions, LLC.					
Check#	Type	Location	PO Number		Amount
Educational Fund					
240315	Expenditure	Parkside JHS	2100003		\$2,000.00
				Total for Athletic Solutions, LLC.	\$2,000.00
B & B Awards & Recognition					
Check#	Type	Location	PO Number		Amount
Educational Fund					
240316	Expenditure	District Wide	2100079		\$42.86
				Total for B & B Awards & Recognition	\$42.86
Balraj, Rajamanickam					
Check#	Type	Location	PO Number		Amount

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Criteria:

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To Date: 07/21/2020

Report Sort: Remit Name

Balraj, Rajamanickam

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23106	Liability	Chiddix JHS	0	\$62.00
Total for Balraj, Rajamanickam				\$62.00

Bannerville Usa, Inc

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
44648	Liability	Normal Community HS	0	\$1,400.00
Total for Bannerville Usa, Inc				\$1,400.00

Bernardi, Brendan

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23186	Liability	Chiddix JHS	0	\$26.00
Total for Bernardi, Brendan				\$26.00

Beutow, Jeremy

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23128	Liability	Chiddix JHS	0	\$52.60
Total for Beutow, Jeremy				\$52.60

Bierbaum, John

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
44127	Liability	Normal Community West HS	0	\$410.87
Total for Bierbaum, John				\$410.87

Blue Cross Blue Shield Of Illinois

Check#	Type	Location	PO Number	Amount
Self-Funded Insurance Fund				
0	Expenditure	District Wide	0	\$732,260.66
Total for Blue Cross Blue Shield Of Illinois				\$732,260.66

Bond, Terrance

Check#	Type	Location	PO Number	Amount
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Criteria:

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To Date: 07/21/2020

Report Sort: Remit Name

Bond, Terrance

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23107	Liability	Chiddix JHS	0	\$65.00
Total for Bond, Terrance				\$65.00

Bott, Kelly

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
13855	Liability	Kingsley JHS	0	\$360.00
Total for Bott, Kelly				\$360.00

Bradford, Elisabeth

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23076	Liability	Chiddix JHS	0	\$62.00
Total for Bradford, Elisabeth				\$62.00

Bradshaw, Annette Julia

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
13854	Liability	Kingsley JHS	0	\$90.00
Total for Bradshaw, Annette Julia				\$90.00

Brozenec, Setthea

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23164	Liability	Chiddix JHS	0	\$8.00
Total for Brozenec, Setthea				\$8.00

BSN Sports

Check#	Type	Location	PO Number	Amount
Educational Fund				
240317	Expenditure	Normal Community West HS	2100020	\$1,996.97
Total for BSN Sports				\$1,996.97

BTUCK Choreography, LLC.

Check#	Type	Location	PO Number	Amount
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BTUCK Choreography, LLC.

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
44121	Liability	Normal Community West HS	0	\$2,750.00
Total for BTUCK Choreography, LLC.				<u>\$2,750.00</u>

Budak, Heather

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
44654	Liability	Normal Community HS	0	\$120.00
Total for Budak, Heather				<u>\$120.00</u>

Bussmann, Phillip

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23129	Liability	Chiddix JHS	0	\$65.00
Total for Bussmann, Phillip				<u>\$65.00</u>

Caim, Jake

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23130	Liability	Chiddix JHS	0	\$65.00
Total for Caim, Jake				<u>\$65.00</u>

Carroll, Cheri

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23108	Liability	Chiddix JHS	0	\$55.40
Total for Carroll, Cheri				<u>\$55.40</u>

Cavanaugh, Joann

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23187	Liability	Chiddix JHS	0	\$17.20
Total for Cavanaugh, Joann				<u>\$17.20</u>

CCMSI

Check#	Type	Location	PO Number	Amount
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CCMSI				
Check#	Type	Location	PO Number	Amount
Tort Immunity Fund				
0	Expenditure	District Wide	0	\$32,354.28
240318	Expenditure	District Wide	2100088	\$114,279.00
			Total for Tort Immunity Fund	<u>\$146,633.28</u>
			Total for CCMSI	\$146,633.28
 Cengage Learning Inc.				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240319	Expenditure	District Wide	2100009	\$11,755.87
			Total for Cengage Learning Inc.	<u>\$11,755.87</u>
 Chambers, April				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23165	Liability	Chiddix JHS	0	\$80.00
			Total for Chambers, April	<u>\$80.00</u>
 Chang, Thomas Khanh				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23109	Liability	Chiddix JHS	0	\$39.00
			Total for Chang, Thomas Khanh	<u>\$39.00</u>
 Chapman, Trevor Michael				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
44649	Liability	Normal Community HS	0	\$183.42
			Total for Chapman, Trevor Michael	<u>\$183.42</u>
 Chenna, Hari				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23131	Liability	Chiddix JHS	0	\$30.00
			Total for Chenna, Hari	<u>\$30.00</u>

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Chiesi, Michael

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23188	Liability	Chiddix JHS	0	\$62.00
Total for Chiesi, Michael				\$62.00

Clayton Holdings, LLC 1

Check#	Type	Location	PO Number	Amount
Debt Service Fund				
240320	Expenditure	District Wide	2100007	\$161,952.30
Total for Clayton Holdings, LLC 1				\$161,952.30

Confidential On-Site Paper Shreddin

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
44122	Liability	Normal Community West HS	0	\$151.84
Total for Confidential On-Site Paper Shreddin				129 \$151.84

Copenbarger, Hoa

Check#	Type	Location	PO Number	Amount
Educational Fund				
240353	Revenue	Normal Community West HS	0	\$114.20
Total for Copenbarger, Hoa				\$114.20

Corson, Carrie Anne

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23077	Liability	Chiddix JHS	0	\$66.00
Total for Corson, Carrie Anne				\$66.00

Courier, Olesya

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23166	Liability	Chiddix JHS	0	\$66.00
Total for Courier, Olesya				\$66.00

CRICK SOFTWARE, INC.

Check#	Type	Location	PO Number	Amount
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CRICK SOFTWARE, INC.

Check#	Type	Location	PO Number	Amount
Educational Fund				
240321	Expenditure	District Wide	2100106	\$2,000.00
Total for CRICK SOFTWARE, INC.				<u>\$2,000.00</u>

Culligan Water Conditioning

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
2730	Liability	Benjamin ES	0	\$7.50
Total for Culligan Water Conditioning				<u>\$7.50</u>

Damery, Heather K

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23078	Liability	Chiddix JHS	0	\$66.00
Total for Damery, Heather K				<u>\$66.00</u>

Darner, Rebekka

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23167	Liability	Chiddix JHS	0	\$8.00
Total for Darner, Rebekka				<u>\$8.00</u>

Dave, Mantra

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23149	Liability	Chiddix JHS	0	\$66.00
Total for Dave, Mantra				<u>\$66.00</u>

Dillow, Brendan

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23150	Liability	Chiddix JHS	0	\$66.00
Total for Dillow, Brendan				<u>\$66.00</u>

Djafar, Mifi

Check#	Type	Location	PO Number	Amount
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Djafar, Mifi

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23189	Liability	Chiddix JHS	0	\$22.00
Total for Djafar, Mifi				\$22.00

Doblosky, Kevin

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23110	Liability	Chiddix JHS	0	\$65.00
Total for Doblosky, Kevin				\$65.00

Don Johnston, Inc

Check#	Type	Location	PO Number	Amount
Educational Fund				
240322	Expenditure	District Wide	2100107	\$1,807.11
Total for Don Johnston, Inc				\$1,807.11

Drengwitz, Jason

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23079	Liability	Chiddix JHS	0	\$66.00
23111	Liability	Chiddix JHS	0	\$62.00
44645	Liability	Normal Community HS	0	\$402.95
44650	Liability	Normal Community HS	0	\$136.11
Total for Student Activity Funds				\$667.06
Total for Drengwitz, Jason				\$667.06

Economic Development Council Of The

Check#	Type	Location	PO Number	Amount
Educational Fund				
240323	Expenditure	District Wide	2100115	\$3,000.00
Total for Economic Development Council Of The				\$3,000.00

Embrace Education

Check#	Type	Location	PO Number	Amount
Educational Fund				

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Embrace Education

Check#	Type	Location	PO Number	Amount
240324	Expenditure	District Wide	2100032	\$29,600.00
Total for Embrace Education				\$29,600.00

Emema, Bosango

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23168	Liability	Chiddix JHS	0	\$66.00
Total for Emema, Bosango				\$66.00

Emmert, Barbara

Check#	Type	Location	PO Number	Amount
Educational Fund				
240354	Revenue	Normal Community West HS	0	\$88.65
Total for Emmert, Barbara				\$88.65

Fahy, Chad

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23151	Liability	Chiddix JHS	0	\$66.00
Total for Fahy, Chad				\$66.00

Father Flanagan's Boys Home

Check#	Type	Location	PO Number	Amount
Educational Fund				
240325	Expenditure	District Wide	2100112	\$2,250.00
Total for Father Flanagan's Boys Home				\$2,250.00

Feely, Laura

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23080	Liability	Chiddix JHS	0	\$62.00
Total for Feely, Laura				\$62.00

Feeney, David

Check#	Type	Location	PO Number	Amount
Student Activity Funds				

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Feeney, David

Check#	Type	Location	PO Number	Amount
44655	Liability	Normal Community HS	0	\$129.99
Total for Feeney, David				\$129.99

Ferrarini, Aroni

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23152	Liability	Chiddix JHS	0	\$71.00
Total for Ferrarini, Aroni				\$71.00

Filemaker, Inc

Check#	Type	Location	PO Number	Amount
Educational Fund				
240326	Expenditure	District Wide	2100108	\$3,440.00
Total for Filemaker, Inc				\$3,440.00

Five Star Water

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
2482	Liability	Cedar Ridge ES	0	\$9.00
Total for Five Star Water				\$9.00

Forecast5 Analytics, Inc.

Check#	Type	Location	PO Number	Amount
Educational Fund				
240327	Expenditure	District Wide	2100041	\$22,596.00
Total for Forecast5 Analytics, Inc.				\$22,596.00

Forrest, Kenneth

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23132	Liability	Chiddix JHS	0	\$65.00
Total for Forrest, Kenneth				\$65.00

Forsyth Insurance Group, Inc

Check#	Type	Location	PO Number	Amount
Educational Fund				

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Forsyth Insurance Group, Inc

Check#	Type	Location	PO Number	Amount
240328	Expenditure	District Wide	2100089	\$14,429.00
Total for Forsyth Insurance Group, Inc				\$14,429.00

Frank, Miranda

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23081	Liability	Chiddix JHS	0	\$66.00
Total for Frank, Miranda				\$66.00

Frontline Technologies Group, LLC.

Check#	Type	Location	PO Number	Amount
Educational Fund				
240329	Expenditure	District Wide	2100027	\$7,202.28
Total for Frontline Technologies Group, LLC.				\$7,202.28

Further

Check#	Type	Location	PO Number	Amount
Self-Funded Insurance Fund				
0	Expenditure	District Wide	0	\$7,586.54
Total for Further				\$7,586.54

Garlinger, Steven L

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23082	Liability	Chiddix JHS	0	\$62.00
Total for Garlinger, Steven L				\$62.00

Gaydos, Jody

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23169	Liability	Chiddix JHS	0	\$66.00
Total for Gaydos, Jody				\$66.00

Gibson, Jack

Check#	Type	Location	PO Number	Amount
Student Activity Funds				

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Gibson, Jack

Check#	Type	Location	PO Number	Amount
23133	Liability	Chiddix JHS	0	\$56.20
Total for Gibson, Jack				\$56.20

Gill, Marina

Check#	Type	Location	PO Number	Amount
Student Activity Funds 23170	Liability	Chiddix JHS	0	\$71.00
Total for Gill, Marina				\$71.00

Giriprakash, Sam Kalimuthu

Check#	Type	Location	PO Number	Amount
Student Activity Funds 23083	Liability	Chiddix JHS	0	\$28.00
Total for Giriprakash, Sam Kalimuthu				\$28.00

Gopalakrishnan, Umapathy

Check#	Type	Location	PO Number	Amount
Student Activity Funds 23134	Liability	Chiddix JHS	0	\$52.60
Total for Gopalakrishnan, Umapathy				\$52.60

Gulley, Brad

Check#	Type	Location	PO Number	Amount
Student Activity Funds 23190	Liability	Chiddix JHS	0	\$37.40
Total for Gulley, Brad				\$37.40

Gurijala, Sambasivarao

Check#	Type	Location	PO Number	Amount
Student Activity Funds 23112	Liability	Chiddix JHS	0	\$8.00
Student Activity Funds 23135	Liability	Chiddix JHS	0	\$44.20
Total for Student Activity Funds				\$52.20
Total for Gurijala, Sambasivarao				\$52.20

Hackman, Kelly

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Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23084	Liability	Chiddix JHS	0	\$66.00
Total for Hackman, Kelly				\$66.00
Haddock Corporation				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240352	Expenditure	District Wide	2100076	\$131,600.00
Total for Haddock Corporation				\$131,600.00
Hall, Jennifer				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23191	Liability	Chiddix JHS	0	\$62.00
Total for Hall, Jennifer				\$62.00
Hansen, Brandy				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23192	Liability	Chiddix JHS	0	\$62.00
Total for Hansen, Brandy				\$62.00
Harbert, Brennah				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23193	Liability	Chiddix JHS	0	\$15.00
Total for Harbert, Brennah				\$15.00
Harirangaraj, Mangaleswari				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23194	Liability	Chiddix JHS	0	\$33.60
Total for Harirangaraj, Mangaleswari				\$33.60
Harmon, Benjamin				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				

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Harmon, Benjamin				
Check#	Type	Location	PO Number	Amount
23171	Liability	Chiddix JHS	0	\$66.00
Total for Harmon, Benjamin				\$66.00
Harmon, Rebecca				
Check#	Type	Location	PO Number	Amount
Student Activity Funds 23195	Liability	Chiddix JHS	0	\$29.60
Total for Harmon, Rebecca				\$29.60
Hart, Cassie				
Check#	Type	Location	PO Number	Amount
Student Activity Funds 23172	Liability	Chiddix JHS	0	\$30.00
Total for Hart, Cassie				\$30.00
Harvey, Brian				
Check#	Type	Location	PO Number	Amount
Student Activity Funds 23136	Liability	Chiddix JHS	0	\$65.00
Total for Harvey, Brian				\$65.00
Healy Awards				
Check#	Type	Location	PO Number	Amount
Student Activity Funds 13853	Liability	Kingsley JHS	0	\$181.25
Total for Healy Awards				\$181.25
Heartsfield, Stacey				
Check#	Type	Location	PO Number	Amount
Student Activity Funds 23173	Liability	Chiddix JHS	0	\$30.00
Total for Heartsfield, Stacey				\$30.00
Henderson, Patty				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				

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Henderson, Patty					
Check#	Type	Location	PO Number	Amount	
23153	Liability	Chiddix JHS	0	\$0.00	
23174	Liability	Chiddix JHS	0	\$66.00	
				Total for Student Activity Funds	\$66.00
Total for Henderson, Patty					\$66.00
Heppe, Stephanie Kae					
Check#	Type	Location	PO Number	Amount	
Student Activity Funds 13852	Liability	Kingsley JHS	0	\$225.00	
Total for Heppe, Stephanie Kae					\$225.00
Herman, Nathaniel					
Check#	Type	Location	PO Number	Amount	
Student Activity Funds 23196	Liability	Chiddix JHS	0	\$12.00	
Total for Herman, Nathaniel					\$12.00
Hibbens, Angela					
Check#	Type	Location	PO Number	Amount	
Student Activity Funds 23197	Liability	Chiddix JHS	0	\$66.00	
Total for Hibbens, Angela					\$66.00
Hinman, Julia F					
Check#	Type	Location	PO Number	Amount	
Educational Fund 240330	Expenditure	High Schools	2100049	\$1,199.99	
Total for Hinman, Julia F					\$1,199.99
Holt, Derek					
Check#	Type	Location	PO Number	Amount	
Student Activity Funds 23137	Liability	Chiddix JHS	0	\$35.80	
Total for Holt, Derek					\$35.80

Howard, Jessica

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Check#	Type	Location	PO Number		Amount
Student Activity Funds					
23154	Liability	Chiddix JHS	0		\$66.00
		Total for	Howard, Jessica		\$66.00
Ilesa Illinois Elementary School Asn					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
13851	Liability	Kingsley JHS	0		\$160.00
		Total for	Ilesa Illinois Elementary School Asn		\$160.00
Illinois Association Of School Admi					
Check#	Type	Location	PO Number		Amount
Educational Fund					
240331	Expenditure	District Wide	2100090		\$1,423.07
		Total for	Illinois Association Of School Admi		\$1,423.07
Illinois Association Of School Boar					
Check#	Type	Location	PO Number		Amount
Educational Fund					
240332	Expenditure	District Wide	2100080		\$2,000.00
240332	Expenditure	District Wide	2100081		\$15,000.00
		Total for	Educational Fund		\$17,000.00
		Total for	Illinois Association Of School Boar		\$17,000.00
Illinois FBLA					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
44651	Liability	Normal Community HS	0		\$974.00
		Total for	Illinois FBLA		\$974.00
ISU - Kinesiology and Recreation					
Check#	Type	Location	PO Number		Amount
Educational Fund					
240333	Expenditure	Normal Community West HS	2100035		\$11,000.00
Tort Immunity Fund					
240333	Expenditure	Normal Community West HS	2100035		\$11,000.00

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				Total for ISU - Kinesiology and Recreation	\$22,000.00
Itukola, Sandra					
Check#	Type	Location		PO Number	Amount
Student Activity Funds					
23113	Liability	Chiddix JHS		0	\$8.00
				Total for Itukola, Sandra	\$8.00
Ixl Learning					
Check#	Type	Location		PO Number	Amount
Educational Fund					
240334	Expenditure	District Wide		2100062	\$44,550.00
				Total for Ixl Learning	\$44,550.00
Jagadeeswaran, Balamurali					
Check#	Type	Location		PO Number	Amount
Student Activity Funds					
23198	Liability	Chiddix JHS		0	140 \$62.00
				Total for Jagadeeswaran, Balamurali	\$62.00
Jakka, Madhuri					
Check#	Type	Location		PO Number	Amount
Student Activity Funds					
23175	Liability	Chiddix JHS		0	\$66.00
				Total for Jakka, Madhuri	\$66.00
Johnson, Julie					
Check#	Type	Location		PO Number	Amount
Student Activity Funds					
23155	Liability	Chiddix JHS		0	\$66.00
				Total for Johnson, Julie	\$66.00
Johnson, Tommika					
Check#	Type	Location		PO Number	Amount
Student Activity Funds					
23199	Liability	Chiddix JHS		0	\$62.00
				Total for Johnson, Tommika	\$62.00

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Jones, Aaron

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23138	Liability	Chiddix JHS	0	\$65.00
Total for Jones, Aaron				\$65.00

Jones, Kendra

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23156	Liability	Chiddix JHS	0	\$66.00
Total for Jones, Kendra				\$66.00

Jordan, Gail

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
44123	Liability	Normal Community West HS	0	\$150.00
Total for Jordan, Gail				\$150.00

JOSTEN'S

Check#	Type	Location	PO Number	Amount
Educational Fund				
240335	Expenditure	Normal Community West HS	2100046	\$54.45
Student Activity Funds				
13850	Liability	Kingsley JHS	0	\$1,727.00
Total for JOSTEN'S				\$1,781.45

Kalucho, Christian

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23085	Liability	Chiddix JHS	0	\$62.00
Total for Kalucho, Christian				\$62.00

Kamakshi, Chakravadhanula

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23200	Liability	Chiddix JHS	0	\$62.00
Total for Kamakshi, Chakravadhanula				\$62.00

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Karrick, Dale

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23139	Liability	Chiddix JHS	0	\$65.00
Total for Karrick, Dale				\$65.00

Kassis, Sam

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23140	Liability	Chiddix JHS	0	\$9.00
Total for Kassis, Sam				\$9.00

Kicklin, Steve

Check#	Type	Location	PO Number	Amount
Educational Fund				
240355	Revenue	District Wide	0	\$93.90
Total for Kicklin, Steve				\$93.90

Kim, Janette

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23176	Liability	Chiddix JHS	0	\$66.00
Total for Kim, Janette				\$66.00

Kimball, Kyle J

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
13849	Liability	Kingsley JHS	0	\$180.00
Total for Kimball, Kyle J				\$180.00

Kollross, Hannah J

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23157	Liability	Chiddix JHS	0	\$0.00
Total for Kollross, Hannah J				\$0.00

Komandur, Bhasker

Check#	Type	Location	PO Number	Amount
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Komandur, Bhasker

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23158	Liability	Chiddix JHS	0	\$66.00
Total for Komandur, Bhasker				\$66.00

Kreuz, Tim

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23177	Liability	Chiddix JHS	0	\$66.00
Total for Kreuz, Tim				\$66.00

Krizman, Brandi

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23201	Liability	Chiddix JHS	0	\$62.00
Total for Krizman, Brandi				\$62.00

Kurzweil Education, Inc.

Check#	Type	Location	PO Number	Amount
Educational Fund				
240336	Expenditure	District Wide	2100109	\$800.00
Total for Kurzweil Education, Inc.				\$800.00

Lake, Tracey E

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
2483	Liability	Cedar Ridge ES	0	\$49.98
Total for Lake, Tracey E				\$49.98

LARGE UNIT DIST ASSOC (LUDA)

Check#	Type	Location	PO Number	Amount
Educational Fund				
240337	Expenditure	District Wide	2100084	\$3,500.00
Total for LARGE UNIT DIST ASSOC (LUDA)				\$3,500.00

Le, Diem

Check#	Type	Location	PO Number	Amount
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Le , Diem				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23202	Liability	Chiddix JHS	0	\$60.20
Total for Le , Diem				\$60.20
Leathery, Amy Lea				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23086	Liability	Chiddix JHS	0	\$66.00
Total for Leathery, Amy Lea				\$66.00
Lecompte, Wendy Sue				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23114	Liability	Chiddix JHS	0	\$87.00
Total for Lecompte, Wendy Sue				\$87.00
Lewis , Joshua				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23203	Liability	Chiddix JHS	0	\$22.00
Total for Lewis , Joshua				\$22.00
Lizakowski, Roger				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240356	Revenue	Normal Community West HS	0	\$124.30
Total for Lizakowski, Roger				\$124.30
Long, Jonathon Allen				
Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23087	Liability	Chiddix JHS	0	\$66.00
Total for Long, Jonathon Allen				\$66.00
Lueschen, Heather Lynn				
Check#	Type	Location	PO Number	Amount

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Lueschen, Heather Lynn

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
13848	Liability	Kingsley JHS	0	\$90.00
Total for Lueschen, Heather Lynn				\$90.00

Maloy, Jason

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23088	Liability	Chiddix JHS	0	\$66.00
Total for Maloy, Jason				\$66.00

Marcella, Matthew

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23204	Liability	Chiddix JHS	0	\$62.00
Total for Marcella, Matthew				\$62.00

Marcum, Nancy S

Check#	Type	Location	PO Number	Amount
Educational Fund				
240338	Expenditure	District Wide	2100098	\$565.10
Total for Marcum, Nancy S				\$565.10

Martin Boyd, Kimberly N

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23115	Liability	Chiddix JHS	0	\$32.20
Total for Martin Boyd, Kimberly N				\$32.20

Mc Lean Co Unit Dist 5

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
2731	Liability	Benjamin ES	0	\$110.57
13847	Liability	Kingsley JHS	0	\$201.33
Total for Student Activity Funds				\$311.90
Total for Mc Lean Co Unit Dist 5				\$311.90

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McBeath, Derek

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23141	Liability	Chiddix JHS	0	\$2.20
Total for McBeath, Derek				<u>\$2.20</u>

Mcclure, Kristin

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23116	Liability	Chiddix JHS	0	\$62.00
Total for Mcclure, Kristin				<u>\$62.00</u>

Medina, Abel

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23205	Liability	Chiddix JHS	0	\$62.00
Total for Medina, Abel				<u>146</u> \$62.00

Meller, Craig A.

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
124996	Liability	NCHS Athletics	0	\$125.00
Total for Meller, Craig A.				<u>\$125.00</u>

Miatke, Tera

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23206	Liability	Chiddix JHS	0	\$15.00
Total for Miatke, Tera				<u>\$15.00</u>

Midwest Equipment li

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
44128	Liability	Normal Community West HS	0	\$178.59
Total for Midwest Equipment li				<u>\$178.59</u>

Minerva Promotions

Check#	Type	Location	PO Number	Amount
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Minerva Promotions

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
44652	Liability	Normal Community HS	0	\$450.00
44656	Liability	Normal Community HS	0	\$872.95
Total for Student Activity Funds				<u>\$1,322.95</u>
Total for Minerva Promotions				\$1,322.95

Moody, Melanie

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23117	Liability	Chiddix JHS	0	\$62.00
Total for Moody, Melanie				<u>\$62.00</u>

Morris, Heather

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23178	Liability	Chiddix JHS	0	\$60.00
Total for Morris, Heather				<u>\$60.00</u>

Muirhead, Ashly

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23089	Liability	Chiddix JHS	0	\$35.00
Total for Muirhead, Ashly				<u>\$35.00</u>

Myers, Andrea

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23207	Liability	Chiddix JHS	0	\$62.00
Total for Myers, Andrea				<u>\$62.00</u>

Narra, Muneeth Sai

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23090	Liability	Chiddix JHS	0	\$66.00
Total for Narra, Muneeth Sai				<u>\$66.00</u>

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National Louis University 1

Check#	Type	Location	PO Number	Amount
Educational Fund				
240339	Expenditure	District Wide	2100030	\$1,000.00
Total for National Louis University 1				\$1,000.00

Nchs Alumni Foundation

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
44646	Liability	Normal Community HS	0	\$100.00
Total for Nchs Alumni Foundation				\$100.00

Nelco

Check#	Type	Location	PO Number	Amount
Educational Fund				
240340	Expenditure	District Wide	2100086	\$1,372.70
Total for Nelco				\$1,372.70

Newman, Christina

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23159	Liability	Chiddix JHS	0	\$8.00
Total for Newman, Christina				\$8.00

News-2-You,Inc

Check#	Type	Location	PO Number	Amount
Educational Fund				
240341	Expenditure	District Wide	2100110	\$17,649.83
240341	Expenditure	District Wide	2100111	\$199.00
Total for Educational Fund				\$17,848.83
Total for News-2-You,Inc				\$17,848.83

Nikolova, Teodora

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23208	Liability	Chiddix JHS	0	\$62.00
Total for Nikolova, Teodora				\$62.00

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Paladugu, Sudheer

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23160	Liability	Chiddix JHS	0	\$71.00
Total for Paladugu, Sudheer				<u>\$71.00</u>

Pendleton, Tara D

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
44653	Liability	Normal Community HS	0	\$499.50
Total for Pendleton, Tara D				<u>\$499.50</u>

Pennington, Lawanda

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23211	Liability	Chiddix JHS	0	\$62.00
Total for Pennington, Lawanda				<u>\$62.00</u>

Potts, Heather A

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23091	Liability	Chiddix JHS	0	\$40.00
Total for Potts, Heather A				<u>\$40.00</u>

Principal Life Insurance-Sbd Grand

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240343	Expenditure	District Wide	2100072	\$5,414.60
Total for Principal Life Insurance-Sbd Grand				<u>\$5,414.60</u>

Puritan Springs

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
44124	Liability	Normal Community West HS	0	\$12.00
Total for Puritan Springs				<u>\$12.00</u>

Pyle, Kelly Renee

Check#	Type	Location	PO Number	Amount
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Pyle, Kelly Renee

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23092	Liability	Chiddix JHS	0	\$62.00
Total for Pyle, Kelly Renee				<u>\$62.00</u>

Quadient Leasing USA, Inc.

Check#	Type	Location	PO Number	Amount
Educational Fund				
240344	Expenditure	District Wide	2100099	\$653.97
Total for Quadient Leasing USA, Inc.				<u>\$653.97</u>

Racki, Stephen

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23212	Liability	Chiddix JHS	0	\$34.20
Total for Racki, Stephen				<u>\$34.20</u>

Raley, Shanna

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23213	Liability	Chiddix JHS	0	\$37.00
Total for Raley, Shanna				<u>\$37.00</u>

Rardin, Andrew

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23142	Liability	Chiddix JHS	0	\$65.00
Total for Rardin, Andrew				<u>\$65.00</u>

Ravinuthala, Satya

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23093	Liability	Chiddix JHS	0	\$10.00
Total for Ravinuthala, Satya				<u>\$10.00</u>

Rednour, Connie

Check#	Type	Location	PO Number	Amount
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Rednour, Connie

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23179	Liability	Chiddix JHS	0	\$40.00
Total for Rednour, Connie				\$40.00

RevTrak

Check#	Type	Location	PO Number	Amount
Educational Fund				
0	Expenditure	District Wide	0	\$202.82
Total for RevTrak				\$202.82

Revuru, Sravan

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23143	Liability	Chiddix JHS	0	\$61.40
Total for Revuru, Sravan				\$61.40

Reynolds, Deborah

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
13845	Liability	Kingsley JHS	0	\$180.00
Total for Reynolds, Deborah				\$180.00

Rogers Athletic Company

Check#	Type	Location	PO Number	Amount
Educational Fund				
240345	Expenditure	Normal Community West HS	2100026	\$4,960.00
Total for Rogers Athletic Company				\$4,960.00

Rogers, Heather V

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
2484	Liability	Cedar Ridge ES	0	\$66.50
Total for Rogers, Heather V				\$66.50

Roop, Cari Elizabeth

Check#	Type	Location	PO Number	Amount
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Roop, Cari Elizabeth

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
6050	Liability	Glenn ES	0	\$290.45
Total for Roop, Cari Elizabeth				\$290.45

Row , Mukund

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23180	Liability	Chiddix JHS	0	\$66.00
Total for Row , Mukund				\$66.00

Rowley, Rachel

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23094	Liability	Chiddix JHS	0	\$66.00
Total for Rowley, Rachel				\$66.00

Ruebush, John

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23119	Liability	Chiddix JHS	0	\$71.00
23144	Liability	Chiddix JHS	0	\$65.00
Total for Student Activity Funds				\$136.00
Total for Ruebush, John				\$136.00

Rumley, David

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23120	Liability	Chiddix JHS	0	\$32.00
Total for Rumley, David				\$32.00

Russell, Kristina

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23181	Liability	Chiddix JHS	0	\$66.00
Total for Russell, Kristina				\$66.00

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Schieler, Gavin

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23145	Liability	Chiddix JHS	0	\$65.00
Total for Schieler, Gavin				\$65.00

Sharp, Tana Jean

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
44647	Liability	Normal Community HS	0	\$7.10
Total for Sharp, Tana Jean				\$7.10

Shelton, Jessica

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23214	Liability	Chiddix JHS	0	\$62.00
Total for Shelton, Jessica				154 \$62.00

Shin, Chansun

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23146	Liability	Chiddix JHS	0	\$65.00
Total for Shin, Chansun				\$65.00

Shoger, Chelsea

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23147	Liability	Chiddix JHS	0	\$65.00
Total for Shoger, Chelsea				\$65.00

Shukla, Sanjay

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23215	Liability	Chiddix JHS	0	\$33.20
Total for Shukla, Sanjay				\$33.20

Shuler, Frank

Check#	Type	Location	PO Number	Amount
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Shuler, Frank

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23182	Liability	Chiddix JHS	0	\$50.00
Total for Shuler, Frank				\$50.00

Simpson, Elizabeth

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23161	Liability	Chiddix JHS	0	\$71.00
Total for Simpson, Elizabeth				\$71.00

SINGLEWIRE SOFTWARE

Check#	Type	Location	PO Number	Amount
Educational Fund				
240346	Expenditure	District Wide	2100045	\$9,088.00
Total for SINGLEWIRE SOFTWARE				\$9,088.00

Smartpath Education Services

Check#	Type	Location	PO Number	Amount
Educational Fund				
240347	Expenditure	District Wide	2100048	\$795.00
240347	Expenditure	District Wide	2100051	\$795.00
Total for Educational Fund				\$1,590.00
Total for Smartpath Education Services				\$1,590.00

Smith, Alan

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23148	Liability	Chiddix JHS	0	\$65.00
Total for Smith, Alan				\$65.00

Smith, Natasha

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23162	Liability	Chiddix JHS	0	\$71.00
Total for Smith, Natasha				\$71.00

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Solarwinds

Check#	Type	Location	PO Number	Amount
Educational Fund				
240348	Expenditure	District Wide	2100001	\$5,170.00
Total for Solarwinds				\$5,170.00

Steiger, Staci

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
13844	Liability	Kingsley JHS	0	\$90.00
Total for Steiger, Staci				\$90.00

STEPHENS, JESSICA

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23121	Liability	Chiddix JHS	0	\$62.00
Total for STEPHENS, JESSICA				156 \$62.00

Stevens, Dawn

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23183	Liability	Chiddix JHS	0	\$66.00
Total for Stevens, Dawn				\$66.00

Studnicki, Keith Allen

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23095	Liability	Chiddix JHS	0	\$66.00
Total for Studnicki, Keith Allen				\$66.00

Szarek, Jessica L

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
13843	Liability	Kingsley JHS	0	\$360.00
Total for Szarek, Jessica L				\$360.00

Taravella, Jason

Check#	Type	Location	PO Number	Amount
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Taravella, Jason					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
23096	Liability	Chiddix JHS	0		\$66.00
Total for Taravella, Jason					\$66.00
TASC					
Check#	Type	Location	PO Number		Amount
Flexible Benefit Plan Trust Fund					
0	Liability	District Wide	0		\$54,831.50
Total for TASC					\$54,831.50
Temples, Wesley G					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
23097	Liability	Chiddix JHS	0		\$62.00
Total for Temples, Wesley G					\$62.00
The Copy Shop					
Check#	Type	Location	PO Number		Amount
Educational Fund					
240349	Expenditure	District Wide	2100082		\$92.00
Total for The Copy Shop					\$92.00
Thomas, Ryan Hunt					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
23098	Liability	Chiddix JHS	0		\$66.00
Total for Thomas, Ryan Hunt					\$66.00
Traum, Melissa L					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
23122	Liability	Chiddix JHS	0		\$200.00
Total for Traum, Melissa L					\$200.00
Trimpe, Victoria					
Check#	Type	Location	PO Number		Amount

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Trimpe, Victoria

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23123	Liability	Chiddix JHS	0	\$62.00
Total for Trimpe, Victoria				\$62.00

Tupper, Jenny

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23099	Liability	Chiddix JHS	0	\$66.00
Total for Tupper, Jenny				\$66.00

United States Treasury

Check#	Type	Location	PO Number	Amount
Self-Funded Insurance Fund				
7251	Expenditure	District Wide	0	\$5,621.93
Total for United States Treasury				\$5,621.93

United Township Hs, East Moline, IL 005

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
124997	Liability	NCHS Athletics	0	\$150.00
Total for United Township Hs, East Moline, IL 005				\$150.00

Varadabandi, Venkata

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23100	Liability	Chiddix JHS	0	\$66.00
Total for Varadabandi, Venkata				\$66.00

Vercruysse, Emily

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23124	Liability	Chiddix JHS	0	\$66.00
Total for Vercruysse, Emily				\$66.00

Visa Businesscard Commerce Bank

Check#	Type	Location	PO Number	Amount
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Visa Businesscard Commerce Bank

Check#	Type	Location	PO Number	Amount
Educational Fund				
0	Expenditure	Benjamin ES	2100184	\$110.57
0	Expenditure	Brigham ES	2100059	\$990.00
0	Expenditure	Carlock ES	2100216	\$742.24
0	Expenditure	Cedar Ridge ES	2100064	\$499.79
0	Expenditure	District Wide	0	(\$4,542.00)
0	Expenditure	District Wide	2100047	\$125.55
0	Expenditure	District Wide	2100050	\$7,200.00
0	Expenditure	District Wide	2100053	\$3,024.50
0	Expenditure	District Wide	2100057	\$5,975.51
0	Expenditure	District Wide	2100083	\$198.02
0	Expenditure	District Wide	2100100	\$14,562.31
0	Expenditure	District Wide	2100102	\$1,555.80
0	Expenditure	District Wide	2100142	\$3,158.76
0	Expenditure	Elementary Schools	2100103	\$2,432.83
0	Expenditure	Evans JHS	2100070	\$2,782.08
0	Expenditure	Fairview ES	2100059	\$1,652.59
0	Expenditure	Fairview ES	2100159	\$187.86
0	Expenditure	Fox Creek ES	2100105	\$109.79
0	Expenditure	Grove ES	2100141	\$335.71
0	Expenditure	Hoose ES	2100132	\$4,923.77
0	Expenditure	Kingsley JHS	2100102	\$4,564.15
0	Expenditure	Kingsley JHS	2100116	\$693.59
0	Expenditure	Kingsley JHS	2100117	\$201.33
0	Expenditure	Normal Community HS	2100050	\$842.61
0	Expenditure	Normal Community HS	2100073	\$459.31
0	Expenditure	Normal Community West HS	2100050	\$1,320.96
0	Expenditure	Normal Community West HS	2100067	\$515.18

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Visa Businesscard Commerce Bank

Check#	Type	Location	PO Number	Amount
0	Expenditure	Normal Community West HS	2100077	\$2,406.87
0	Expenditure	Normal Community West HS	2100306	\$1,059.66
0	Expenditure	Oakdale ES	2100170	\$197.39
0	Expenditure	Parkside ES	2100262	\$525.55
0	Expenditure	Parkside JHS	2100068	\$129.37
0	Expenditure	Pepper Ridge ES	0	(\$36.25)
0	Expenditure	Pepper Ridge ES	2100131	\$2,226.65
0	Expenditure	Sugar Creek ES	2100100	\$31.74
0	Expenditure	Sugar Creek ES	2100123	\$179.42

Total for Educational Fund \$61,343.21

Operations & Maintenance Fund

0	Expenditure	District Wide	2100120	\$173.24
0	Expenditure	District Wide	2100121	\$237.69
0	Expenditure	Parkside JHS	2100120	\$1,721.58

Total for Operations & Maintenance Fund \$2,132.51

Tort Immunity Fund

0	Expenditure	District Wide	2100101	\$675.00
0	Expenditure	District Wide	2100120	\$179.98

Total for Tort Immunity Fund \$854.98

Total for Visa Businesscard Commerce Bank \$64,330.70

Vision Service Plan - (II)

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240350	Expenditure	District Wide	2100071	\$1,187.26

Total for Vision Service Plan - (II) \$1,187.26

Wade, Alison

Check#	Type	Location	PO Number	Amount
Student Activity Funds				
23216	Liability	Chiddix JHS	0	\$3.80

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				Total for Wade, Alison	\$3.80
Watkins, Jill					
	Check#	Type	Location	PO Number	Amount
	Student Activity Funds				
	23217	Liability	Chiddix JHS	0	\$62.00
				Total for Watkins, Jill	\$62.00
Wayside Publishing					
	Check#	Type	Location	PO Number	Amount
	Educational Fund				
	240351	Expenditure	High Schools	2100017	\$31,771.22
				Total for Wayside Publishing	\$31,771.22
Wilde , Darby					
	Check#	Type	Location	PO Number	Amount
	Student Activity Funds				
	23218	Liability	Chiddix JHS	0	\$27.60 164
				Total for Wilde , Darby	\$27.60
Wilson, Christine					
	Check#	Type	Location	PO Number	Amount
	Student Activity Funds				
	23219	Liability	Chiddix JHS	0	\$67.00
				Total for Wilson, Christine	\$67.00
Wilson, Kelly					
	Check#	Type	Location	PO Number	Amount
	Student Activity Funds				
	23220	Liability	Chiddix JHS	0	\$25.00
				Total for Wilson, Kelly	\$25.00
Winifred, Joyce					
	Check#	Type	Location	PO Number	Amount
	Student Activity Funds				
	23163	Liability	Chiddix JHS	0	\$8.00
				Total for Winifred, Joyce	\$8.00

Wolfe, Amy

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Check#	Type	Location	PO Number		Amount
Student Activity Funds					
23184	Liability	Chiddix JHS	0		\$66.00
				Total for Wolfe, Amy	\$66.00
Young, Michael					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
23125	Liability	Chiddix JHS	0		\$65.00
				Total for Young, Michael	\$65.00
Zajac, Michael					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
23221	Liability	Chiddix JHS	0		\$9.80
				Total for Zajac, Michael	\$9.80
Ziemer, Deanne					
Check#	Type	Location	PO Number		Amount
Student Activity Funds					
23222	Liability	Chiddix JHS	0		\$12.00
				Total for Ziemer, Deanne	\$12.00

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Grand Total: \$1,620,061.06

Recap for Fund for remit name

07	Flexible Benefit Plan Trust Fund	\$54,831.50
08	Self-Funded Insurance Fund	\$745,469.13
10	Educational Fund	\$449,722.20
20	Operations & Maintenance Fund	\$8,734.37
30	Debt Service Fund	\$161,952.30
80	Tort Immunity Fund	\$178,076.26
99	Student Activity Funds	\$21,275.30

End of Report

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A & R MECHANICAL CONTRACTORS INC.

Check#	Type	Location	PO Number	Amount
Fire Prevention & Safety Fund				
240357	Expenditure	District Wide	2100146	\$1,085,722.24
Total for A & R MECHANICAL CONTRACTORS INC.				\$1,085,722.24

Ace Hardware

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240358	Expenditure	District Wide	2100163	\$339.49
240358	Expenditure	District Wide	2100252	\$48.66
Total for Operations & Maintenance Fund				\$388.15
Total for Ace Hardware				\$388.15

Alpha Baking Co., Inc.

Check#	Type	Location	PO Number	Amount
Educational Fund				
240359	Expenditure	Cedar Ridge ES	2100277	\$24.35
240359	Expenditure	District Wide	2100277	\$0.00
240359	Expenditure	Normal Community West HS	2100277	\$122.43
240359	Expenditure	Sugar Creek ES	2100277	\$50.79
Total for Educational Fund				\$197.57
Total for Alpha Baking Co., Inc.				\$197.57

Alta Construction Equipment Illinois

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240360	Expenditure	District Wide	2100289	\$940.62
Total for Alta Construction Equipment Illinois				\$940.62

Altorfer

Check#	Type	Location	PO Number	Amount
Tort Immunity Fund				
240361	Expenditure	Normal Community HS	2100228	\$2,997.00
240361	Expenditure	Normal Community West HS	2100229	\$2,834.00

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				Total for Tort Immunity Fund	\$5,831.00
				Total for Altorfer	\$5,831.00
Amazon Capital Services					
Check#	Type	Location		PO Number	Amount
Educational Fund					
240362	Expenditure	District Wide		2100220	\$78.56
				Total for Amazon Capital Services	\$78.56
American Pest Control					
Check#	Type	Location		PO Number	Amount
Operations & Maintenance Fund					
240363	Expenditure	District Wide		2100246	\$1,080.00
				Total for American Pest Control	\$1,080.00
Asset Control Solutions, Inc.					
Check#	Type	Location		PO Number	Amount
Tort Immunity Fund					
240364	Expenditure	District Wide		2100125	\$819.99
				Total for Asset Control Solutions, Inc.	\$819.99
Baber, Kristine Dianne					
Check#	Type	Location		PO Number	Amount
Educational Fund					
240365	Expenditure	District Wide		0	\$128.00
				Total for Baber, Kristine Dianne	\$128.00
Bill's Key & Lock Shop					
Check#	Type	Location		PO Number	Amount
Operations & Maintenance Fund					
240366	Expenditure	District Wide		2100261	\$296.00
				Total for Bill's Key & Lock Shop	\$296.00
Bishop Bros, Inc					
Check#	Type	Location		PO Number	Amount
Fire Prevention & Safety Fund					
240367	Expenditure	District Wide		2100282	\$3,650.00

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				Total for Bishop Bros, Inc	\$3,650.00
Bosquez, Nathaniel J					
Check#	Type	Location		PO Number	Amount
Operations & Maintenance Fund					
240368	Expenditure	District Wide		0	\$149.27
				Total for Bosquez, Nathaniel J	\$149.27
Brown's Wrecker Service Inc					
Check#	Type	Location		PO Number	Amount
Operations & Maintenance Fund					
240369	Expenditure	District Wide		2100258	\$250.00
				Total for Brown's Wrecker Service Inc	\$250.00
BSN Sports					
Check#	Type	Location		PO Number	Amount
Educational Fund					
240370	Expenditure	Normal Community West HS		2100006	\$719.91
240370	Expenditure	Normal Community West HS		2100019	\$948.19
240370	Expenditure	Normal Community West HS		2100021	\$2,039.84
240370	Expenditure	Normal Community West HS		2100127	\$2,739.60
				Total for Educational Fund	\$6,447.44
				Total for BSN Sports	\$6,447.44
Bumper To Bumper					
Check#	Type	Location		PO Number	Amount
Operations & Maintenance Fund					
240371	Expenditure	District Wide		2100250	\$157.90
				Total for Bumper To Bumper	\$157.90
Burris Equipment					
Check#	Type	Location		PO Number	Amount
Operations & Maintenance Fund					
240372	Expenditure	District Wide		2100177	\$2,316.42
				Total for Burris Equipment	\$2,316.42
Bushue Background Screening					

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Report Sort:	Remit Name			
Check#	Type	Location	PO Number	Amount
Educational Fund				
240373	Expenditure	District Wide	2100128	\$1,554.00
			Total for Bushue Background Screening	\$1,554.00
Carlock Water Operations				
Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240374	Expenditure	Carlock ES	0	\$22.50
			Total for Carlock Water Operations	\$22.50
CCMSI				
Check#	Type	Location	PO Number	Amount
Tort Immunity Fund				
240375	Expenditure	District Wide	2100302	\$2,258.33
			Total for CCMSI	\$2,258.33
Cdw Computer Centers, Inc				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240376	Expenditure	District Wide	2100060	\$140.00
			Total for Cdw Computer Centers, Inc	\$140.00
Chaddock				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240377	Expenditure	District Wide	2100274	\$18,318.15
240377	Expenditure	District Wide	2100275	\$16,704.84
			Total for Educational Fund	\$35,022.99
			Total for Chaddock	\$35,022.99
Chestnut Health Systems				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240378	Expenditure	Normal Community West HS	2100188	\$1,800.00
			Total for Chestnut Health Systems	\$1,800.00

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Chief City Mechanical, Inc

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240379	Expenditure	Hudson ES	2100204	\$260.00
Total for Chief City Mechanical, Inc				\$260.00

City of Bloomington

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240380	Expenditure	Benjamin ES	0	\$432.61
240380	Expenditure	Brigham ES	0	\$234.21
240380	Expenditure	Cedar Ridge ES	0	\$414.39
240380	Expenditure	Evans JHS	0	\$702.88
240380	Expenditure	Fox Creek ES	0	\$604.45
240380	Expenditure	Northpoint ES	0	\$522.25
240380	Expenditure	Pepper Ridge ES	0	\$516.01
Total for Operations & Maintenance Fund				\$3,426.80
Total for City of Bloomington				\$3,426.80

Computer Information Concepts, Inc.

Check#	Type	Location	PO Number	Amount
Educational Fund				
240381	Expenditure	District Wide	2100280	\$49,157.00
Total for Computer Information Concepts, Inc.				\$49,157.00

Confidential On-Site Paper Shreddin

Check#	Type	Location	PO Number	Amount
Educational Fund				
240382	Expenditure	District Wide	0	\$104.00
Total for Confidential On-Site Paper Shreddin				\$104.00

Conley, Rebecca Renae

Check#	Type	Location	PO Number	Amount
Educational Fund				
240383	Expenditure	District Wide	0	\$206.49

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Conley, Rebecca Renae

Check#	Type	Location	PO Number	Amount
240383	Expenditure	Normal Community HS	2100133	\$89.94
Total for Educational Fund				\$296.43
Total for Conley, Rebecca Renae				\$296.43

Connor Co

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240384	Expenditure	District Wide	2100179	\$2,229.16
240384	Expenditure	Pepper Ridge ES	2100179	\$58.85
Total for Operations & Maintenance Fund				\$2,288.01
Total for Connor Co				\$2,288.01

Corn Belt Energy Corporation

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240385	Expenditure	Benjamin ES	0	\$8,693.98
240385	Expenditure	Grove ES	0	\$1,949.28
240385	Expenditure	Normal Community HS	0	\$5,143.76
240385	Expenditure	Normal Community West HS	0	\$29,720.23
240385	Expenditure	Northpoint ES	0	\$1,629.92
240385	Expenditure	Parkside ES	0	\$923.48
240385	Expenditure	Parkside JHS	0	\$6,333.08
Total for Operations & Maintenance Fund				\$54,393.73
Total for Corn Belt Energy Corporation				\$54,393.73

Crescent Electric Supply Co

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240386	Expenditure	District Wide	2100169	\$144.52
Total for Crescent Electric Supply Co				\$144.52

CSC Consulting Group

Check#	Type	Location	PO Number	Amount
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CSC Consulting Group

Check#	Type	Location	PO Number	Amount
Educational Fund				
240387	Expenditure	District Wide	2100167	\$3,500.00
Total for CSC Consulting Group				\$3,500.00

Culligan Water Conditioning

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240388	Expenditure	District Wide	0	\$7.50
Total for Culligan Water Conditioning				\$7.50

Dearborn National Life Insurance Co

Check#	Type	Location	PO Number	Amount
Educational Fund				
240389	Expenditure	District Wide	2100299	\$894.53
240389	Expenditure	Elementary Schools	2100299	\$3,947.00
240389	Expenditure	High Schools	2100299	\$1,771.76
240389	Expenditure	Junior High Schools	2100299	\$1,627.48
Total for Educational Fund				\$8,218.16
Operations & Maintenance Fund				
240389	Expenditure	District Wide	2100299	\$611.74
Total for Dearborn National Life Insurance Co				\$8,829.90

Dixon, Ellen

Check#	Type	Location	PO Number	Amount
Educational Fund				
240390	Expenditure	District Wide	2100190	\$34.99
Total for Dixon, Ellen				\$34.99

Don Owen Tire Service, Inc

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240391	Expenditure	District Wide	2100171	\$1,801.40
240391	Expenditure	District Wide	2100172	\$19.77
Total for Operations & Maintenance Fund				\$1,821.17

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				Total for	Don Owen Tire Service, Inc	\$1,821.17
Embrace Education						
Check#	Type	Location		PO Number		Amount
Educational Fund						
240392	Expenditure	District Wide		2100104		\$800.00
				Total for	Embrace Education	\$800.00
Entre Solutions li						
Check#	Type	Location		PO Number		Amount
Educational Fund						
240393	Expenditure	District Wide		2100130		\$2,093.00
				Total for	Entre Solutions li	\$2,093.00
Fair, Ann						
Check#	Type	Location		PO Number		Amount
Operations & Maintenance Fund						
240394	Expenditure	District Wide		2100230		171 \$44.00
				Total for	Fair, Ann	\$44.00
First Student, Inc.						
Check#	Type	Location		PO Number		Amount
Transportation Fund						
240395	Expenditure	District Wide		2100303		\$29,084.78
				Total for	First Student, Inc.	\$29,084.78
Flinn Scientific Inc						
Check#	Type	Location		PO Number		Amount
Educational Fund						
240396	Expenditure	District Wide		2100129		\$1,847.01
				Total for	Flinn Scientific Inc	\$1,847.01
Frontier 1						
Check#	Type	Location		PO Number		Amount
Operations & Maintenance Fund						
240397	Expenditure	Benjamin ES		0		\$139.69
240397	Expenditure	Brigham ES		0		\$96.23

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Frontier 1				
Check#	Type	Location	PO Number	Amount
240397	Expenditure	Carlock ES	0	\$129.79
240397	Expenditure	Cedar Ridge ES	0	\$139.69
240397	Expenditure	Chiddix JHS	0	\$230.03
240397	Expenditure	Eagle Road Resource Center	0	\$1,554.28
240397	Expenditure	Eugene Field Special Services	0	\$97.86
240397	Expenditure	Evans JHS	0	\$840.11
240397	Expenditure	Fairview ES	0	\$162.41
240397	Expenditure	Fox Creek ES	0	\$139.69
240397	Expenditure	Glenn ES	0	\$80.74
240397	Expenditure	Grove ES	0	\$102.05
240397	Expenditure	Hoose ES	0	\$81.67
240397	Expenditure	Hudson ES	0	\$127.45
240397	Expenditure	Kingsley JHS	0	\$160.04
240397	Expenditure	Normal Community HS	0	\$438.91
240397	Expenditure	Normal Community West HS	0	\$578.35
240397	Expenditure	Northpoint ES	0	\$96.23
240397	Expenditure	Oakdale ES	0	\$85.65
240397	Expenditure	Parkside ES	0	\$108.14
240397	Expenditure	Parkside JHS	0	\$108.14
240397	Expenditure	Pepper Ridge ES	0	\$209.94
240397	Expenditure	Prairieland ES	0	\$76.29
240397	Expenditure	Sugar Creek ES	0	\$139.69
240397	Expenditure	Towanda ES	0	\$204.74
240397	Expenditure	Unit Office	0	\$52.77
240397	Expenditure	Warehouse/Food Services	0	\$479.48
			Total for Operations & Maintenance Fund	\$6,660.06
Transportation Fund				
240397	Expenditure	District Wide	0	\$512.91

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Frontier 1				
Check#	Type	Location	PO Number	Amount
Tort Immunity Fund				
240397	Expenditure	District Wide	0	\$57.17
			Total for Frontier 1	<u>\$7,230.14</u>

Game Time				
Check#	Type	Location	PO Number	Amount
Capital Projects Fund				
240398	Expenditure	Hoose ES	2100222	\$81,662.63
			Total for Game Time	<u>\$81,662.63</u>

Getz Fire Equipment Company				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240399	Expenditure	Cedar Ridge ES	2100295	\$160.00
240399	Expenditure	Chiddix JHS	2100295	\$237.00
240399	Expenditure	District Wide	2100295	\$150.00
240399	Expenditure	Evans JHS	2100295	\$174.00
240399	Expenditure	Fox Creek ES	2100295	\$167.00
240399	Expenditure	Grove ES	2100295	\$167.00
240399	Expenditure	Hoose ES	2100295	\$189.25
240399	Expenditure	Kingsley JHS	2100295	\$305.00
240399	Expenditure	Normal Community HS	2100295	\$432.00
240399	Expenditure	Normal Community West HS	2100295	\$409.00
240399	Expenditure	Northpoint ES	2100295	\$319.00
240399	Expenditure	Parkside ES	2100295	\$179.00
240399	Expenditure	Parkside JHS	2100295	\$201.00
240399	Expenditure	Pepper Ridge ES	2100295	\$167.00
240399	Expenditure	Prairieland ES	2100295	\$191.00
240399	Expenditure	Sugar Creek ES	2100295	\$150.00
240399	Expenditure	Towanda ES	2100295	\$191.50
			Total for Educational Fund	<u>\$3,788.75</u>

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Great Circle

Check#	Type	Location	PO Number	Amount
Educational Fund				
240405	Expenditure	District Wide	2100263	\$16,125.36
Total for Great Circle				\$16,125.36

Hawkins, Inc.

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240406	Expenditure	Normal Community HS	2100208	\$646.30
240406	Expenditure	Normal Community West HS	2100208	\$454.10
Total for Operations & Maintenance Fund				\$1,100.40
Total for Hawkins, Inc.				\$1,100.40

Health Alliance Medical Plans

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240407	Expenditure	District Wide	2100215	\$78,717.00
Total for Health Alliance Medical Plans				\$78,717.00

Heritage Machine & Welding Inc

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240408	Expenditure	District Wide	2100257	\$2,244.50
240408	Expenditure	District Wide	2100290	\$391.92
Total for Operations & Maintenance Fund				\$2,636.42
Transportation Fund				
240408	Expenditure	District Wide	2100244	\$2,479.87
Total for Heritage Machine & Welding Inc				\$5,116.29

Hilti Inc

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240409	Expenditure	District Wide	2100284	\$780.50
Total for Hilti Inc				\$780.50

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Hohulin Bro Fence Co,Ltd

Check#	Type	Location	PO Number	Amount
Transportation Fund				
240410	Expenditure	District Wide	2100256	\$3,773.00
Total for Hohulin Bro Fence Co,Ltd				<u>\$3,773.00</u>

Holley, Tyra Michael

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240411	Expenditure	District Wide	0	\$273.64
240411	Expenditure	District Wide	2100200	\$65.08
Total for Operations & Maintenance Fund				<u>\$338.72</u>
Total for Holley, Tyra Michael				<u>\$338.72</u>

Holt Supply Company

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240412	Expenditure	District Wide	2100201	\$47.00
Total for Holt Supply Company				<u>\$47.00</u>

Houghton Mifflin Harcourt

Check#	Type	Location	PO Number	Amount
Educational Fund				
240413	Expenditure	Junior High Schools	2100241	\$1,466.70
Total for Houghton Mifflin Harcourt				<u>\$1,466.70</u>

Hudson Municipal Water

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240414	Expenditure	Hudson ES	0	\$19.08
Total for Hudson Municipal Water				<u>\$19.08</u>

Ideal Environmental Engineering, In

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240415	Expenditure	District Wide	2100293	\$320.00
Tort Immunity Fund				

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Ideal Environmental Engineering, In

Check#	Type	Location	PO Number	Amount
240415	Expenditure	District Wide	2100294	\$1,820.83
Total for Ideal Environmental Engineering, In				\$2,140.83

Illinois OIL Marketing Equipment, I

Check#	Type	Location	PO Number	Amount
Transportation Fund				
240416	Expenditure	District Wide	2100255	\$390.00
Total for Illinois OIL Marketing Equipment, I				\$390.00

Illinois Prairie Electric, Inc

Check#	Type	Location	PO Number	Amount
Transportation Fund				
240417	Expenditure	District Wide	2100173	\$975.75
Fire Prevention & Safety Fund				
240417	Expenditure	District Wide	2100176	\$1,796.01
Total for Illinois Prairie Electric, Inc				\$2,771.76

Interstate All Battery Center

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240418	Expenditure	Brigham ES	2100181	\$21.60
240418	Expenditure	District Wide	2100181	\$172.80
240418	Expenditure	District Wide	2100249	\$270.00
240418	Expenditure	Evans JHS	2100181	\$172.80
240418	Expenditure	Hoose ES	2100181	\$118.80
240418	Expenditure	Normal Community HS	2100181	\$436.20
240418	Expenditure	Pepper Ridge ES	2100181	\$45.60
Total for Operations & Maintenance Fund				\$1,237.80
Total for Interstate All Battery Center				\$1,237.80

Intrado Interactive Serv Corp

Check#	Type	Location	PO Number	Amount
Educational Fund				

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Intrado Interactive Serv Corp

Check#	Type	Location	PO Number	Amount
240419	Expenditure	District Wide	2100268	\$30,147.75
Total for Intrado Interactive Serv Corp				\$30,147.75

Iron Mountain

Check#	Type	Location	PO Number	Amount
Educational Fund 240420	Expenditure	District Wide	2100144	\$2,091.35
Total for Iron Mountain				\$2,091.35

JMO Modular LLC.

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund 240421	Expenditure	Towanda ES	2100304	\$26,000.00
Total for JMO Modular LLC.				\$26,000.00 178

Johnson Controls Fire Protection Lp

Check#	Type	Location	PO Number	Amount
Tort Immunity Fund 240422	Expenditure	Brigham ES	2100122	\$636.71
240422	Expenditure	Cedar Ridge ES	2100122	\$1,794.60
240422	Expenditure	District Wide	2100122	\$2,546.84
240422	Expenditure	Eugene Field Special Services	2100122	\$636.71
240422	Expenditure	Fairview ES	2100122	\$636.71
240422	Expenditure	Hoose ES	2100122	\$636.71
240422	Expenditure	Normal Community West HS	2100234	\$4,871.01
240422	Expenditure	Sugar Creek ES	2100235	\$4,534.85
240422	Expenditure	Towanda ES	2100122	\$636.71
Total for Tort Immunity Fund				\$16,930.85
Total for Johnson Controls Fire Protection Lp				\$16,930.85

Johnstone Supply

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				

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Johnstone Supply				
Check#	Type	Location	PO Number	Amount
240423	Expenditure	Chiddix JHS	2100175	\$117.91
240423	Expenditure	District Wide	2100175	\$63.05
240423	Expenditure	Evans JHS	2100175	\$66.24
240423	Expenditure	Fairview ES	2100175	\$124.91
240423	Expenditure	Kingsley JHS	2100175	\$154.10
240423	Expenditure	Normal Community HS	2100175	\$505.54
240423	Expenditure	Northpoint ES	2100175	\$467.05
Total for Operations & Maintenance Fund				\$1,498.80
Total for Johnstone Supply				\$1,498.80
Kaeb Sanitary Supply Inc.				
Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240424	Expenditure	District Wide	2100016	\$5,275.05
Total for Kaeb Sanitary Supply Inc.				\$5,275.05
Kelley, Elizabeth Ann				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240425	Expenditure	District Wide	0	\$71.76
Total for Kelley, Elizabeth Ann				\$71.76
Ken's OIL Service, Inc.				
Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240426	Expenditure	District Wide	2100231	\$966.90
Transportation Fund				
240426	Expenditure	District Wide	2100091	\$2,345.00
240426	Expenditure	District Wide	2100243	\$2,299.49
Total for Transportation Fund				\$4,644.49
Total for Ken's OIL Service, Inc.				\$5,611.39
Kessinger, Susan				

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Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240427	Expenditure	District Wide	0	\$159.39
			Total for Kessinger, Susan	\$159.39
Kinsale Contracting Group				
Check#	Type	Location	PO Number	Amount
Fire Prevention & Safety Fund				
240428	Expenditure	District Wide	2100288	\$41,940.00
			Total for Kinsale Contracting Group	\$41,940.00
Knapp Concrete Contractors, Inc.				
Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240429	Expenditure	Hoose ES	2100224	\$500.00
Capital Projects Fund				
240429	Expenditure	Hoose ES	2100223	\$19,240.00
			Total for Knapp Concrete Contractors, Inc.	\$19,740.00
Knollenberg, Holly N				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240430	Expenditure	District Wide	0	\$31.57
			Total for Knollenberg, Holly N	\$31.57
Kocar, Shannon Louise				
Check#	Type	Location	PO Number	Amount
Educational Fund				
240431	Expenditure	District Wide	2100143	\$27.15
			Total for Kocar, Shannon Louise	\$27.15
Kone Inc				
Check#	Type	Location	PO Number	Amount
Tort Immunity Fund				
240432	Expenditure	Benjamin ES	2100237	\$930.18
240432	Expenditure	Cedar Ridge ES	2100237	\$930.18
240432	Expenditure	Evans JHS	2100237	\$875.07

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				Total for Tort Immunity Fund	\$2,735.43
				Total for Kone Inc	\$2,735.43
Lazo, Osmara					
	Check#	Type	Location	PO Number	Amount
	Educational Fund				
	240433	Revenue	Normal Community HS	0	\$78.85
				Total for Lazo, Osmara	\$78.85
LKM Mowing & Landscaping					
	Check#	Type	Location	PO Number	Amount
	Operations & Maintenance Fund				
	240434	Expenditure	District Wide	2100195	\$62.63
				Total for LKM Mowing & Landscaping	\$62.63
M & M Pump, Inc					
	Check#	Type	Location	PO Number	Amount
	Operations & Maintenance Fund				
	240435	Expenditure	District Wide	2100196	\$616.25
				Total for M & M Pump, Inc	\$616.25
Martin Sullivan Inc.					
	Check#	Type	Location	PO Number	Amount
	Operations & Maintenance Fund				
	240436	Expenditure	District Wide	2100205	\$101.78
				Total for Martin Sullivan Inc.	\$101.78
Mathis-Kelley Const Supply Co					
	Check#	Type	Location	PO Number	Amount
	Operations & Maintenance Fund				
	240437	Expenditure	District Wide	2100286	\$360.93
				Total for Mathis-Kelley Const Supply Co	\$360.93
McLean County Asphalt Co, Inc					
	Check#	Type	Location	PO Number	Amount
	Fire Prevention & Safety Fund				
	240438	Expenditure	District Wide	2100214	\$64,854.00

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				Total for	Mclean County Asphalt Co, Inc	\$64,854.00
McLean County Glass & Mirror						
	Check#	Type	Location		PO Number	Amount
	Operations & Maintenance Fund					
	240439	Expenditure	Normal Community West HS		2100285	\$275.00
				Total for	Mclean County Glass & Mirror	\$275.00
McLean-Dewitt Regional Vocational S						
	Check#	Type	Location		PO Number	Amount
	Educational Fund					
	240440	Expenditure	District Wide		2100296	\$23,648.13
				Total for	Mclean-Dewitt Regional Vocational S	\$23,648.13
Menards Lumber						
	Check#	Type	Location		PO Number	Amount
	Operations & Maintenance Fund					
	240441	Expenditure	District Wide		2100165	\$3,959.65
	240441	Expenditure	District Wide		2100174	\$358.48
	240441	Expenditure	District Wide		2100253	\$1,032.92
				Total for	Operations & Maintenance Fund	\$5,351.25
				Total for	Menards Lumber	\$5,351.25
METRO FIBERNET LLC						
	Check#	Type	Location		PO Number	Amount
	Educational Fund					
	240442	Expenditure	District Wide		2100239	\$632.22
				Total for	METRO FIBERNET LLC	\$632.22
Middleton Associates Inc						
	Check#	Type	Location		PO Number	Amount
	Tort Immunity Fund					
	240443	Expenditure	District Wide		2100233	\$14,814.00
	Fire Prevention & Safety Fund					
	240443	Expenditure	District Wide		2100226	\$81,420.92
				Total for	Middleton Associates Inc	\$96,234.92

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Midland Paper Company

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240444	Expenditure	District Wide	2100011	\$3,170.00
Total for Midland Paper Company				<u>\$3,170.00</u>

Midwest Equipment li

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240445	Expenditure	District Wide	2100251	\$636.18
Total for Midwest Equipment li				<u>\$636.18</u>

Miller Janitor Supply Co.

Check#	Type	Location	PO Number	Amount
Educational Fund				
240446	Expenditure	District Wide	2100138	\$1,279.59
240446	Expenditure	District Wide	2100139	\$703.00
240446	Expenditure	District Wide	2100140	\$747.60
Total for Educational Fund				\$2,097.93
Operations & Maintenance Fund				
240446	Expenditure	District Wide	2100145	\$3,431.69
Total for Miller Janitor Supply Co.				<u>\$5,529.62</u>

Miller, Hall & Triggs Law Offices

Check#	Type	Location	PO Number	Amount
Tort Immunity Fund				
240447	Expenditure	District Wide	0	\$4,992.00
Total for Miller, Hall & Triggs Law Offices				<u>\$4,992.00</u>

Mosyle Corporation

Check#	Type	Location	PO Number	Amount
Educational Fund				
240448	Expenditure	District Wide	2100166	\$275.00
Total for Mosyle Corporation				<u>\$275.00</u>

Motorola Solutions - Starcom

Check#	Type	Location	PO Number	Amount
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Motorola Solutions - Starcom

Check#	Type	Location	PO Number	Amount
Tort Immunity Fund				
240449	Expenditure	District Wide	2100245	\$3,204.00
Total for Motorola Solutions - Starcom				<u>\$3,204.00</u>

Negwer Materials Inc

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240450	Expenditure	Normal Community West HS	2100206	\$782.92
Total for Negwer Materials Inc				<u>\$782.92</u>

Nicor Gas

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240451	Expenditure	Brigham ES	0	\$201.81
240451	Expenditure	Carlock ES	0	\$109.92
240451	Expenditure	Cedar Ridge ES	0	\$87.72
240451	Expenditure	Evans JHS	0	\$193.80
240451	Expenditure	Fairview ES	0	\$49.35
240451	Expenditure	Glenn ES	0	\$60.69
240451	Expenditure	Hoose ES	0	\$216.82
240451	Expenditure	Hudson ES	0	\$58.88
240451	Expenditure	Normal Community HS	0	\$41.12
240451	Expenditure	Oakdale ES	0	\$92.14
240451	Expenditure	Warehouse/Food Services	0	\$45.98
Total for Operations & Maintenance Fund				\$1,079.29
Transportation Fund				
240451	Expenditure	District Wide	0	\$213.96
Total for Nicor Gas				<u>\$1,293.25</u>

Oconomowoc Developmental Training

Check#	Type	Location	PO Number	Amount
Educational Fund				

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Oconomowoc Developmental Training

Check#	Type	Location	PO Number	Amount
240452	Expenditure	District Wide	2100113	\$40,554.48
Total for Oconomowoc Developmental Training				\$40,554.48

Orthopedic & Sports Enhancement

Check#	Type	Location	PO Number	Amount
Educational Fund				
240453	Expenditure	Normal Community West HS	2100065	\$3,750.00
Tort Immunity Fund				
240453	Expenditure	Normal Community West HS	2100065	\$3,750.00
Total for Orthopedic & Sports Enhancement				\$7,500.00

Papa Bear Carpet Care

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240454	Expenditure	Chiddix JHS	2100254	\$3,601.35
240454	Expenditure	District Wide	2100202	\$577.92
240454	Expenditure	Hudson ES	2100254	\$548.06
240454	Expenditure	Normal Community West HS	2100254	\$2,622.67
Total for Operations & Maintenance Fund				\$7,410.15
Total for Papa Bear Carpet Care				\$7,410.15

Pearson

Check#	Type	Location	PO Number	Amount
Educational Fund				
240455	Expenditure	District Wide	2100114	\$9,100.00
240455	Expenditure	District Wide	2100150	\$160.00
Total for Educational Fund				\$9,260.00
Total for Pearson				\$9,260.00

Philadelphia Insurance Co

Check#	Type	Location	PO Number	Amount
Tort Immunity Fund				
240456	Expenditure	District Wide	2100269	\$3,552.00
Total for Philadelphia Insurance Co				\$3,552.00

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Read Naturally

Check#	Type	Location	PO Number	Amount
Educational Fund				
240462	Expenditure	District Wide	2100151	\$2,470.00
Total for Read Naturally				\$2,470.00

READING PLUS

Check#	Type	Location	PO Number	Amount
Educational Fund				
240463	Expenditure	District Wide	2100152	\$3,250.00
Total for READING PLUS				\$3,250.00

Redneck Trailer Supplies, Inc

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240464	Expenditure	District Wide	2100210	\$93.68
Total for Redneck Trailer Supplies, Inc				\$93.68

Regional Office Of Education #17

Check#	Type	Location	PO Number	Amount
Educational Fund				
240465	Expenditure	District Wide	2100264	\$1,212.50
240465	Expenditure	Kingsley JHS	2100185	\$1,200.00
240465	Expenditure	Kingsley JHS	2100186	\$13,800.00
240466	Expenditure	District Wide	2100191	\$12,997.43
Total for Educational Fund				\$29,209.93
Total for Regional Office Of Education #17				\$29,209.93

Republic Services - #368

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240467	Expenditure	District Wide	2100207	\$850.00
240467	Expenditure	District Wide	2100247	\$5,286.58
Total for Operations & Maintenance Fund				\$6,136.58
Total for Republic Services - #368				\$6,136.58

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Richards Building Supply Co

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240468	Expenditure	District Wide	2100198	\$606.40
240468	Expenditure	District Wide	2100221	\$2,315.95
240468	Expenditure	District Wide	2100248	\$29.95
Total for Operations & Maintenance Fund				\$2,952.30
Total for Richards Building Supply Co				\$2,952.30

Rockwell, Thomas

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240469	Expenditure	District Wide	2100178	\$170.80
Total for Rockwell, Thomas				\$170.80

Ron Smith Printing Company

Check#	Type	Location	PO Number	Amount
Educational Fund				
240470	Expenditure	District Wide	2100301	\$30.00
Total for Ron Smith Printing Company				\$30.00

Rw Vandegraft

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240471	Expenditure	Hoose ES	2100211	\$4,822.51
Total for Rw Vandegraft				\$4,822.51

School Nurse Supply, Inc

Check#	Type	Location	PO Number	Amount
Educational Fund				
240472	Expenditure	District Wide	2100042	\$6,496.45
Total for School Nurse Supply, Inc				\$6,496.45

School Specialty

Check#	Type	Location	PO Number	Amount
Educational Fund				
240473	Expenditure	District Wide	2100096	\$257.40

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School Specialty

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240473	Expenditure	Hoose ES	2100232	\$547.42
Total for School Specialty				\$804.82

Sherwin Williams Company

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240474	Expenditure	District Wide	2100158	\$2,825.97
Total for Sherwin Williams Company				\$2,825.97

Shook, Cheryl

Check#	Type	Location	PO Number	Amount
Educational Fund				
240475	Revenue	Normal Community West HS	0	\$71.50
Total for Shook, Cheryl				\$71.50

SJF Material Handling Inc.

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240476	Expenditure	District Wide	2100168	\$3,099.64
Total for SJF Material Handling Inc.				\$3,099.64

Social Express

Check#	Type	Location	PO Number	Amount
Educational Fund				
240477	Expenditure	District Wide	2100153	\$1,593.75
Total for Social Express				\$1,593.75

Sprint

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240478	Expenditure	Benjamin ES	0	\$47.49
240478	Expenditure	Brigham ES	0	\$55.17
240478	Expenditure	Carlock ES	0	\$42.96
240478	Expenditure	Cedar Ridge ES	0	\$88.16

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Sprint				
Check#	Type	Location	PO Number	Amount
240478	Expenditure	Chiddix JHS	0	\$95.74
240478	Expenditure	Eagle Road Resource Center	0	\$2,431.37
240478	Expenditure	Eugene Field Special Services	0	\$504.38
240478	Expenditure	Evans JHS	0	\$51.34
240478	Expenditure	Fairview ES	0	\$50.63
240478	Expenditure	Fox Creek ES	0	\$90.72
240478	Expenditure	Glenn ES	0	\$96.61
240478	Expenditure	Grove ES	0	\$47.76
240478	Expenditure	Hoose ES	0	\$138.83
240478	Expenditure	Hudson ES	0	\$47.77
240478	Expenditure	Kingsley JHS	0	\$139.27
240478	Expenditure	Normal Community HS	0	\$240.87
240478	Expenditure	Normal Community West HS	0	\$369.10
240478	Expenditure	Northpoint ES	0	\$49.25
240478	Expenditure	Oakdale ES	0	\$42.96
240478	Expenditure	Parkside ES	0	\$38.53
240478	Expenditure	Parkside JHS	0	\$91.13
240478	Expenditure	Pepper Ridge ES	0	\$91.05
240478	Expenditure	Prairieland ES	0	\$48.64
240478	Expenditure	Sugar Creek ES	0	\$110.69
240478	Expenditure	Towanda ES	0	\$48.04
240478	Expenditure	Unit Office	0	\$702.59
240478	Expenditure	Warehouse/Food Services	0	\$1,428.48
Total for Operations & Maintenance Fund				\$7,195.53
Total for Sprint				\$7,195.53

Stanley, Mary A

Check#	Type	Location	PO Number	Amount
Educational Fund				

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Stanley, Mary A					
Check#	Type	Location	PO Number		Amount
240479	Expenditure	District Wide	2100281		\$79.99
				Total for Stanley, Mary A	\$79.99
State Of Il-State Fire Marshall					
Check#	Type	Location	PO Number		Amount
Tort Immunity Fund 240480	Expenditure	District Wide	2100192		\$75.00
				Total for State Of Il-State Fire Marshall	\$75.00
Stauffer, Dennis William					
Check#	Type	Location	PO Number		Amount
Operations & Maintenance Fund 240481	Expenditure	District Wide	2100199		\$170.80
				Total for Stauffer, Dennis William	\$170.80
Sunbelt Rentals Inc					
Check#	Type	Location	PO Number		Amount
Operations & Maintenance Fund 240482	Expenditure	District Wide	2100203		\$61.00
				Total for Sunbelt Rentals Inc	\$61.00
The Great Display Company					
Check#	Type	Location	PO Number		Amount
Operations & Maintenance Fund 240483	Expenditure	District Wide	2100213		\$220.00
				Total for The Great Display Company	\$220.00
The Omni Group					
Check#	Type	Location	PO Number		Amount
Educational Fund 240484	Expenditure	District Wide	2100300		\$42.00
				Total for The Omni Group	\$42.00
The Traffic Sign Store					
Check#	Type	Location	PO Number		Amount
Operations & Maintenance Fund					

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The Traffic Sign Store

Check#	Type	Location	PO Number	Amount
240485	Expenditure	District Wide	2100194	\$72.00
Total for The Traffic Sign Store				<u>\$72.00</u>

Thompson, Therese Michele

Check#	Type	Location	PO Number	Amount
Educational Fund 240486	Expenditure	District Wide	0	\$43.01
Total for Thompson, Therese Michele				<u>\$43.01</u>

Thyssenkrupp Elevator Corp

Check#	Type	Location	PO Number	Amount
Tort Immunity Fund 240487	Expenditure	District Wide	2100291	\$2,601.48
Total for Thyssenkrupp Elevator Corp				<u>\$2,601.48</u>

Touchtone Communications

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund 240488	Expenditure	Eagle Road Resource Center	0	\$241.07
Total for Touchtone Communications				<u>\$241.07</u>

Towanda Water Department

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund 240489	Expenditure	Towanda ES	0	\$46.20
Total for Towanda Water Department				<u>\$46.20</u>

Tractor Supply Co

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund 240490	Expenditure	District Wide	2100283	\$571.92
Total for Tractor Supply Co				<u>\$571.92</u>

TRI-COUNTY SPECIAL EDUCATION

Check#	Type	Location	PO Number	Amount
Educational Fund				

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TRI-COUNTY SPECIAL EDUCATION

Check#	Type	Location	PO Number	Amount
240491	Expenditure	District Wide	2100189	\$5,286.60
Total for TRI-COUNTY SPECIAL EDUCATION				\$5,286.60

Trinity 3 Technology

Check#	Type	Location	PO Number	Amount
Educational Fund 240492	Expenditure	District Wide	2100183	\$735.00
Total for Trinity 3 Technology				\$735.00

Twin Supplies, LTD.

Check#	Type	Location	PO Number	Amount
Tort Immunity Fund 240493	Expenditure	District Wide	2100182	\$8,050.00
Total for Twin Supplies, LTD.				\$8,050.00 193

Uline

Check#	Type	Location	PO Number	Amount
Educational Fund 240494	Expenditure	District Wide	2100161	\$3,282.44
Total for Uline				\$3,282.44

Union Roofing

Check#	Type	Location	PO Number	Amount
Fire Prevention & Safety Fund 240495	Expenditure	District Wide	2100225	\$430,200.00
Total for Union Roofing				\$430,200.00

Unipak Corp.

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund 240496	Expenditure	District Wide	2100014	\$20,030.00
Total for Unipak Corp.				\$20,030.00

Vale, Angela Gwyn

Check#	Type	Location	PO Number	Amount
Educational Fund				

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Vale, Angela Gwyn

Check#	Type	Location	PO Number	Amount
240497	Expenditure	District Wide	0	\$26.51

Total for Vale, Angela Gwyn \$26.51

Van Gundy Agency, Inc

Check#	Type	Location	PO Number	Amount
Educational Fund 240498	Expenditure	District Wide	2100292	\$725.00

Total for Van Gundy Agency, Inc \$725.00

Vanguard Energy Services,LLC

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240499	Expenditure	Chiddix JHS	0	\$357.30
240499	Expenditure	Eagle Road Resource Center	0	\$1.20
240499	Expenditure	Eugene Field Special Services	0	\$6.42 194
240499	Expenditure	Fox Creek ES	0	\$665.36
240499	Expenditure	Grove ES	0	\$1,569.58
240499	Expenditure	Kingsley JHS	0	\$212.39
240499	Expenditure	Normal Community HS	0	\$4,062.93
240499	Expenditure	Normal Community West HS	0	\$3,854.31
240499	Expenditure	Northpoint ES	0	\$101.84
240499	Expenditure	Parkside ES	0	\$333.88
240499	Expenditure	Parkside JHS	0	\$196.72
240499	Expenditure	Pepper Ridge ES	0	\$1,071.64
240499	Expenditure	Prairieland ES	0	\$586.80
240499	Expenditure	Towanda ES	0	\$317.69
240499	Expenditure	Warehouse/Food Services	0	\$18.73

Total for Operations & Maintenance Fund \$13,356.79

Transportation Fund

240499	Expenditure	District Wide	0	\$25.29
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Total for Vanguard Energy Services,LLC \$13,382.08

CUSD No. 5, McLean and Woodford Counties, Illinois

Expenditure Summary Report

Fiscal Year: 2020-2021

Criteria: From Date: 07/22/2020 To Date: 07/22/2020

Report Sort: Remit Name

VAR Technology Finance

Check#	Type	Location	PO Number	Amount
Educational Fund				
240500	Expenditure	District Wide	2100240	\$32,867.48
Total for VAR Technology Finance				\$32,867.48

Veterans Floors Inc.

Check#	Type	Location	PO Number	Amount
Operations & Maintenance Fund				
240501	Expenditure	Cedar Ridge ES	2100209	\$1,085.00
240501	Expenditure	Evans JHS	2100209	\$1,675.00
240501	Expenditure	Sugar Creek ES	2100209	\$995.00
Total for Operations & Maintenance Fund				\$3,755.00
Total for Veterans Floors Inc.				\$3,755.00

Vex Robotics, Inc.

Check#	Type	Location	PO Number	Amount
Educational Fund				
240502	Expenditure	High Schools	2100097	\$1,214.42
Total for Vex Robotics, Inc.				\$1,214.42

Watts Copy Systems, Inc

Check#	Type	Location	PO Number	Amount
Educational Fund				
240503	Expenditure	District Wide	2100075	\$679.40
Total for Watts Copy Systems, Inc				\$679.40

Watts Copy Systems, Inc.

Check#	Type	Location	PO Number	Amount
Educational Fund				
240504	Expenditure	District Wide	2100074	\$1,848.00
240505	Expenditure	District Wide	2100279	\$459.21
Total for Educational Fund				\$2,307.21
Total for Watts Copy Systems, Inc.				\$2,307.21

West

CUSD No. 5, McLean and Woodford Counties, Illinois

Expenditure Summary Report

Fiscal Year: 2020-2021

Criteria: From Date: 07/22/2020 To Date: 07/22/2020

Report Sort:		Remit Name			
Check#	Type	Location	PO Number		Amount
Tort Immunity Fund					
240506	Expenditure	District Wide	0		\$1,028.22
		Total for West			\$1,028.22
Winsupply					
Check#	Type	Location	PO Number		Amount
Operations & Maintenance Fund					
240507	Expenditure	Carlock ES	2100180		\$163.42
240507	Expenditure	Normal Community West HS	2100180		\$95.64
		Total for Operations & Maintenance Fund			\$259.06
		Total for Winsupply			\$259.06
Zeman, Jacqueline					
Check#	Type	Location	PO Number		Amount
Transportation Fund					
240508	Expenditure	District Wide	2100272		\$165.35
		Total for Zeman, Jacqueline			\$165.35

CUSD No. 5, McLean and Woodford Counties, Illinois

Expenditure Summary Report

Fiscal Year: 2020-2021

Criteria:

From Date: 07/22/2020

To Date: 07/22/2020

Report Sort: Remit Name

Grand Total: \$2,670,793.64

Recap for Fund for remit name

10	Educational Fund	\$354,470.78
20	Operations & Maintenance Fund	\$285,764.65
40	Transportation Fund	\$42,364.21
60	Capital Projects Fund	\$196,911.93
80	Tort Immunity Fund	\$78,365.30
90	Fire Prevention & Safety Fund	\$1,712,916.77

End of Report

CERTIFICATE OF APPROVAL FOR THE EXPENDITURE OF FIRE PREVENTION AND SAFETY FUNDS

(Section 17-2.11 of the School Code)

KINGSLEY JR HIGH SCHOOL	McLean
School Building	County
McLean County USD 5, 0050	
District Name and Number	
Amendment Number 41	

Total Previously Approved	
Approved to raise with this Amendment	\$21,366.40
Total Approved to Date	\$21,366.40
Existing District Funds Approved	\$0.00

I, , State Superintendent of Education, acknowledge receipt of the estimate of cost certified by the architect/engineer required:

1.	<input type="checkbox"/>	to bring this school building into compliance with the safety standards set forth in 23 Ill. Adm. Code Part 175, 23 Ill. Adm. Code Part 180, and or 23 Ill. Adm. Code Part 185 as promulgated by the State Board of Education.
2.	<input type="checkbox"/>	to bring the school building into compliance with the Asbestos Abatement Act 105 ILCS 105/1 et.seq, and the federal Asbestos Hazard Emergency Response Act of 1986 as amended (AHERA).
3.	<input type="checkbox"/>	to provide funds for energy conservation; disabled accessibility; school security; repair of school sidewalks, playgrounds, parking lots, or school bus turnarounds; and other repair purposes pursuant to Section 17-2.11 of the School Code with funds not necessary for the completion of items under No. 1 or No. 2 above.

I Further certify that the estimate of total approval to date, in the amount of \$21,366.40 has been examined and determined to be reasonable and is hereby approved.

Date	Signature of State Superintendent of Education
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EXPLANATORY NOTES:

1.	<input checked="" type="checkbox"/>	No items in this amendment were disapproved nor were any of the estimated costs adjusted.
2.	<input type="checkbox"/>	One or more items in this amendment were disapproved and the estimated costs adjusted accordingly. The amount shown above as the total amount approved for this amendment reflects an aggregate cost adjustment of + / - \$0.00. Comments regarding this amendment and a list of the items disapproved and cost adjustments applied are attached to this certificate.

COMMENTS:

ADJUSTED ITEMS:

ITEM ID	DESCRIPTION	ESTIMATED AMOUNT	ADJUSTED AMOUNT	DIFFERENCE	REASON
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(35-22) (7/07) Prescribed for ISBE for ISBE Use

REQUEST FOR AUTHORIZATION To use Fire Prevention and Safety Funds

Amendment Number

PART I. CERTIFICATION OF ESTIMATED COSTS

This is to certify that:

The KINGSLEY JR HIGH SCHOOL school, located at 303 Kingsley Ave Normal, Illinois, and under the management and control of the Board of Education of School District # 0050, McLean County, was surveyed by me on 7/7/2020.

All of the urgent or necessary work as indicated on the attached Form 35-48 is necessary to abate the violations of applicable code requirements and should result in effecting compliance with said requirements within prescribed timelines. No violations of applicable code requirements other than those cited in previously approved safety survey reports or amendments and those noted in this survey or amendment were noted.

All other work recommended in the attached Form 35-48, though not required to abate violations of applicable requirements of the Health/Life Safety Code for Public Schools, is recommended for energy conservation; disabled accessibility; school security; repair of school sidewalks, playgrounds, parking lots, or school bus turnarounds; and other repair purposes provided in Section 17 2.11 of the School Code.

The certified estimated cost figures were prepared by me and to the best of my knowledge are true and accurate estimates of the costs to execute the work as specified. The total estimated costs to finance the work involved is \$ 21,366.40.

<i>Name of Architect/Engineer</i> Randall Middleton	<i>Name of Firm</i> MIDDLETON ASSOCIATES INC.
<i>Phone Number</i> (309) 452-1271	<i>Fax Number</i> (309) 454-8049.
<i>License Number</i> 001-007938	<i>Expiration Date</i> 11/30/2020
<i>Email Address</i> rand@middletonassociates.net	
<i>[Seal and Signature]</i>	

PART II. CERTIFICATION OF NEED (Provided by district through IWAS)

The local Board of Education hereby certifies and assures the State Board of Education:

- a. Based upon the report of the architect referred to above, the district faces total estimated costs of \$ to finance the work involved.
- b. The district has \$ available in its operations and maintenance fund, fire prevention and safety fund, school facility occupation tax fund and/or other fund to finance the work.
- c. The district needs to raise \$ in additional revenue through the levy of the Fire Prevention and Safety Tax or issuance of Bonds to finance the recommended work.
- d. Plans and specifications for the work will be submitted to the Regional Superintendent for review and approval.
- e. The work to be financed with Fire Prevention and Safety funds will not commence until the Certificate of Approval of the State Superintendent is received, the detailed plans and specifications have been approved by the regional superintendent and the regional superintendent (or other lawful agency) has issued an appropriate Order to Effect Compliance with the Health/Life Safety Code for public schools (or other lawful order requiring the work to be done).
- f. All work authorized by the District will be executed in conformity with all applicable codes.
- g. In the case of work recommended to repair school sidewalks, playgrounds, parking lots, or school bus turnarounds the notice and hearing requirements of Section 17-2.11 of the School Code were complied with by publishing the required notice on and holding the required public hearing on .

VIOLATION AND RECOMMENDATION SCHEDULE

(23 IL Adm. Code 180, Sections 180.320)

1. COUNTY CODE 064, McLean				2. DISTRICT CODE/NAME 0050, McLean County USD 5				3. FACILITY CODE/NAME KINGSLEY JR HIGH SCHOOL			
4. Item ID	5. Location(s) (Room No)	6. Priority Code	7. Rule Violated	8. Description of the violation				9. Recommendation to correct violation			
1	Outside Athletic Area	b.	175.60 a)	The Athletic track repaving (Amendment 39 approved 8/23/2019) has been completed for the Bid price of \$151,800.00. Amendment 39 with 10% Contingency allowed for \$132,376.00. There is a shortage of \$19,424.00.				Add funds to project to allow full payment to be HLS funds.			

Form 35-84 (7/07) (Prescribed by ISBE for local board use)

SCHEDULE OF RECOMMENDED WORK ITEMS AND ESTIMATED COSTS

1. COUNTY CODE 064, McLean			2. DISTRICT CODE/NAME 0050, McLean County USD 5			3. FACILITY CODE/NAME KINGSLEY JR HIGH SCHOOL					
4. Item I.D.	5. Action I.D.	6. Priority Code	7. Specification(s)	8. Units Of Measure	9. Quantity	10. Labor Code	11. Estimated Cost (Architect / Engineer)	12. ROE Adjustment	13. ISBE Adjustment	14. Estimated Completion Date	15. Funding Type
1	f	b.	Add \$19,424.00 to the funds allowed in Amendment #39 Item 1	sq. ft.	24600	2	\$19,424.00			6/21/2020	F

	Original Subtotal	\$19,424.00	Adjusted Subtotal	\$19,424.00
	Original 0.00% Contingency	\$0.00	Adjusted 0.00% Contingency	\$0.00
	Original Flat A/E Fees	\$1,942.40	Adjusted Flat A/E Fees	\$1,942.40
	Original Grand Total	\$21,366.40	Adjusted Grand Total	\$21,366.40

Items with a Funding Type of 'O' are not included in the cost calculation.
35-48 (7/07) (Prescribed by ISBE for Local Board Use)

CERTIFICATE OF APPROVAL FOR THE EXPENDITURE OF FIRE PREVENTION AND SAFETY FUNDS

(Section 17-2.11 of the School Code)

NORMAL COMMUNITY WEST HIGH SCHOOL	McLean
School Building	County
McLean County USD 5, 0050	
District Name and Number	
Amendment Number 48	

Total Previously Approved	
Approved to raise with this Amendment	\$360,000.00
Total Approved to Date	\$360,000.00
Existing District Funds Approved	\$0.00

I, , State Superintendent of Education, acknowledge receipt of the estimate of cost certified by the architect/engineer required:

1.	<input type="checkbox"/>	to bring this school building into compliance with the safety standards set forth in 23 Ill. Adm. Code Part 175, 23 Ill. Adm. Code Part 180, and or 23 Ill. Adm. Code Part 185 as promulgated by the State Board of Education.
2.	<input type="checkbox"/>	to bring the school building into compliance with the Asbestos Abatement Act 105 ILCS 105/1 et.seq, and the federal Asbestos Hazard Emergency Response Act of 1986 as amended (AHERA).
3.	<input type="checkbox"/>	to provide funds for energy conservation; disabled accessibility; school security; repair of school sidewalks, playgrounds, parking lots, or school bus turnarounds; and other repair purposes pursuant to Section 17-2.11 of the School Code with funds not necessary for the completion of items under No. 1 or No. 2 above.

I Further certify that the estimate of total approval to date, in the amount of \$360,000.00 has been examined and determined to be reasonable and is hereby approved.

Date	Signature of State Superintendent of Education
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EXPLANATORY NOTES:

1.	<input checked="" type="checkbox"/>	No items in this amendment were disapproved nor were any of the estimated costs adjusted.
2.	<input type="checkbox"/>	One or more items in this amendment were disapproved and the estimated costs adjusted accordingly. The amount shown above as the total amount approved for this amendment reflects an aggregate cost adjustment of + / - \$0.00. Comments regarding this amendment and a list of the items disapproved and cost adjustments applied are attached to this certificate.

COMMENTS:

ADJUSTED ITEMS:

ITEM ID	DESCRIPTION	ESTIMATED AMOUNT	ADJUSTED AMOUNT	DIFFERENCE	REASON
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(35-22) (7/07) Prescribed for ISBE for ISBE Use

REQUEST FOR AUTHORIZATION To use Fire Prevention and Safety Funds

Amendment Number

PART I. CERTIFICATION OF ESTIMATED COSTS

This is to certify that:

The NORMAL COMMUNITY WEST HIGH SCHOOL school, located at 501 N Parkside Rd Normal, Illinois, and under the management and control of the Board of Education of School District # 0050, McLean County, was surveyed by me on 7/15/2020.

All of the urgent or necessary work as indicated on the attached Form 35-48 is necessary to abate the violations of applicable code requirements and should result in effecting compliance with said requirements within prescribed timelines. No violations of applicable code requirements other than those cited in previously approved safety survey reports or amendments and those noted in this survey or amendment were noted.

All other work recommended in the attached Form 35-48, though not required to abate violations of applicable requirements of the Health/Life Safety Code for Public Schools, is recommended for energy conservation; disabled accessibility; school security; repair of school sidewalks, playgrounds, parking lots, or school bus turnarounds; and other repair purposes provided in Section 17 2.11 of the School Code.

The certified estimated cost figures were prepared by me and to the best of my knowledge are true and accurate estimates of the costs to execute the work as specified. The total estimated costs to finance the work involved is \$ 360,000.00.

<i>Name of Architect/Engineer</i> Randall Middleton	<i>Name of Firm</i> MIDDLETON ASSOCIATES INC.
<i>Phone Number</i> (309) 452-1271	<i>Fax Number</i> (309) 454-8049.
<i>License Number</i> 001-007938	<i>Expiration Date</i> 11/30/2020
<i>Email Address</i> rand@miltonassociates.net	
<i>[Seal and Signature]</i>	

PART II. CERTIFICATION OF NEED (Provided by district through IWAS)

The local Board of Education hereby certifies and assures the State Board of Education:

- a. Based upon the report of the architect referred to above, the district faces total estimated costs of \$ to finance the work involved.
- b. The district has \$ available in its operations and maintenance fund, fire prevention and safety fund, school facility occupation tax fund and/or other fund to finance the work.
- c. The district needs to raise \$ in additional revenue through the levy of the Fire Prevention and Safety Tax or issuance of Bonds to finance the recommended work.
- d. Plans and specifications for the work will be submitted to the Regional Superintendent for review and approval.
- e. The work to be financed with Fire Prevention and Safety funds will not commence until the Certificate of Approval of the State Superintendent is received, the detailed plans and specifications have been approved by the regional superintendent and the regional superintendent (or other lawful agency) has issued an appropriate Order to Effect Compliance with the Health/Life Safety Code for public schools (or other lawful order requiring the work to be done).
- f. All work authorized by the District will be executed in conformity with all applicable codes.
- g. In the case of work recommended to repair school sidewalks, playgrounds, parking lots, or school bus turnarounds the notice and hearing requirements of Section 17-2.11 of the School Code were complied with by publishing the required notice on and holding the required public hearing on .

SCHEDULE OF RECOMMENDED WORK ITEMS AND ESTIMATED COSTS

1. COUNTY CODE 064, McLean			2. DISTRICT CODE/NAME 0050, McLean County USD 5			3. FACILITY CODE/NAME NORMAL COMMUNITY WEST HIGH SCHOOL					
4. Item I.D.	5. Action I.D.	6. Priority Code	7. Specification(s)	8. Units Of Measure	9. Quantity	10. Labor Code	11. Estimated Cost (Architect / Engineer)	12. ROE Adjustment	13. ISBE Adjustment	14. Estimated Completion Date	15. Funding Type
1	f	a.	The description herein will indicate Chiller #2 replacement, because the total damage to the internal mechanics is not known at this time nor is the availability of parts for the 27 year old chiller known at this time. Therefore, replace the 500 ton scroll chiller and provide piping replacement as necessary. Replace the control panel, and provide parts necessary to repair power to the main panel circuit for the chiller	unit	1	2	\$300,000.00			9/23/2020	F

	Original Subtotal	\$300,000.00	Adjusted Subtotal	\$300,000.00
	Original 10.00% Contingency	\$30,000.00	Adjusted 10.00% Contingency	\$30,000.00
	Original 10.00% A/E Fees	\$30,000.00	Adjusted 10.00% A/E Fees	\$30,000.00
	Original Grand Total	\$360,000.00	Adjusted Grand Total	\$360,000.00

Items with a Funding Type of 'O' are not included in the cost calculation.
35-48 (7/07) (Prescribed by ISBE for Local Board Use)

VIOLATION AND RECOMMENDATION SCHEDULE

(23 IL Adm. Code 180, Sections 180.320)

1. COUNTY CODE 064, McLean				2. DISTRICT CODE/NAME 0050, McLean County USD 5			3. FACILITY CODE/NAME NORMAL COMMUNITY WEST HIGH SCHOOL		
4. Item ID	5. Location(s) (Room No)	6. Priority Code	7. Rule Violated	8. Description of the violation				9. Recommendation to correct violation	
1	Mechanical Room 133	a.	BOCA 3401.2	Chiller #2 was shorted most likely by an intense electrical storm at about 11 p.m. on July 11, 2020. Chiller #2 was running at that time. The chiller motor, the chiller control panel, and two of the main fuses in the main electrical panel are inoperative. This chiller is 27 years old and is original to the building.				Repair or replace chiller #2, the control panel, and the fuses and contactors in the Main Panel.	

Form 35-84 (7/07) (Prescribed by ISBE for local board use)

CERTIFICATE OF APPROVAL FOR THE EXPENDITURE OF FIRE PREVENTION AND SAFETY FUNDS

(Section 17-2.11 of the School Code)

PARKSIDE ELEMENTARY SCHOOL	McLean
School Building	County
McLean County USD 5, 0050	
District Name and Number	
Amendment Number 12	

Total Previously Approved	
Approved to raise with this Amendment	\$16,800.00
Total Approved to Date	\$16,800.00
Existing District Funds Approved	\$0.00

I, , State Superintendent of Education, acknowledge receipt of the estimate of cost certified by the architect/engineer required:

1.	<input type="checkbox"/>	to bring this school building into compliance with the safety standards set forth in 23 Ill. Adm. Code Part 175, 23 Ill. Adm. Code Part 180, and or 23 Ill. Adm. Code Part 185 as promulgated by the State Board of Education.
2.	<input type="checkbox"/>	to bring the school building into compliance with the Asbestos Abatement Act 105 ILCS 105/1 et.seq, and the federal Asbestos Hazard Emergency Response Act of 1986 as amended (AHERA).
3.	<input type="checkbox"/>	to provide funds for energy conservation; disabled accessibility; school security; repair of school sidewalks, playgrounds, parking lots, or school bus turnarounds; and other repair purposes pursuant to Section 17-2.11 of the School Code with funds not necessary for the completion of items under No. 1 or No. 2 above.

I further certify that the estimate of total approval to date, in the amount of \$16,800.00 has been examined and determined to be reasonable and is hereby approved.

Date	Signature of State Superintendent of Education

EXPLANATORY NOTES:

1.	<input checked="" type="checkbox"/>	No items in this amendment were disapproved nor were any of the estimated costs adjusted.
2.	<input type="checkbox"/>	One or more items in this amendment were disapproved and the estimated costs adjusted accordingly. The amount shown above as the total amount approved for this amendment reflects an aggregate cost adjustment of + / - \$0.00. Comments regarding this amendment and a list of the items disapproved and cost adjustments applied are attached to this certificate.

COMMENTS:

ADJUSTED ITEMS:

ITEM ID	DESCRIPTION	ESTIMATED AMOUNT	ADJUSTED AMOUNT	DIFFERENCE	REASON
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(35-22) (7/07) Prescribed for ISBE for ISBE Use

REQUEST FOR AUTHORIZATION To use Fire Prevention and Safety Funds

Amendment Number _____

PART I. CERTIFICATION OF ESTIMATED COSTS

This is to certify that:

The PARKSIDE ELEMENTARY SCHOOL school, located at 1900 W College Ave Normal, Illinois, and under the management and control of the Board of Education of School District # 0050, McLean County, was surveyed by me on 6/10/2020.

All of the urgent or necessary work as indicated on the attached Form 35-48 is necessary to abate the violations of applicable code requirements and should result in effecting compliance with said requirements within prescribed timelines. No violations of applicable code requirements other than those cited in previously approved safety survey reports or amendments and those noted in this survey or amendment were noted.

All other work recommended in the attached Form 35-48, though not required to abate violations of applicable requirements of the Health/Life Safety Code for Public Schools, is recommended for energy conservation; disabled accessibility; school security; repair of school sidewalks, playgrounds, parking lots, or school bus turnarounds; and other repair purposes provided in Section 17 2.11 of the School Code.

The certified estimated cost figures were prepared by me and to the best of my knowledge are true and accurate estimates of the costs to execute the work as specified. The total estimated costs to finance the work involved is \$ 16,800.00.

<i>Name of Architect/Engineer</i> Randall Middleton	<i>Name of Firm</i> MIDDLETON ASSOCIATES INC.
<i>Phone Number</i> (309) 452-1271	<i>Fax Number</i> (309) 454-8049.
<i>License Number</i> 001-007938	<i>Expiration Date</i> 11/30/2020
<i>Email Address</i> rand@middletonassociates.net	
<i>[Seal and Signature]</i>	

PART II. CERTIFICATION OF NEED (Provided by district through IWAS)

The local Board of Education hereby certifies and assures the State Board of Education:

- a. Based upon the report of the architect referred to above, the district faces total estimated costs of \$ to finance the work involved.
- b. The district has \$ available in its operations and maintenance fund, fire prevention and safety fund, school facility occupation tax fund and/or other fund to finance the work.
- c. The district needs to raise \$ in additional revenue through the levy of the Fire Prevention and Safety Tax or issuance of Bonds to finance the recommended work.
- d. Plans and specifications for the work will be submitted to the Regional Superintendent for review and approval.
- e. The work to be financed with Fire Prevention and Safety funds will not commence until the Certificate of Approval of the State Superintendent is received, the detailed plans and specifications have been approved by the regional superintendent and the regional superintendent (or other lawful agency) has issued an appropriate Order to Effect Compliance with the Health/Life Safety Code for public schools (or other lawful order requiring the work to be done).
- f. All work authorized by the District will be executed in conformity with all applicable codes.
- g. In the case of work recommended to repair school sidewalks, playgrounds, parking lots, or school bus turnarounds the notice and hearing requirements of Section 17-2.11 of the School Code were complied with by publishing the required notice on and holding the required public hearing on .

SCHEDULE OF RECOMMENDED WORK ITEMS AND ESTIMATED COSTS

1. COUNTY CODE 064, McLean			2. DISTRICT CODE/NAME 0050, McLean County USD 5			3. FACILITY CODE/NAME PARKSIDE ELEMENTARY SCHOOL					
4. Item I.D.	5. Action I.D.	6. Priority Code	7. Specification(s)	8. Units Of Measure	9. Quantity	10. Labor Code	11. Estimated Cost (Architect / Engineer)	12. ROE Adjustment	13. ISBE Adjustment	14. Estimated Completion Date	15. Funding Type
1	b	c.	Remove carpet from the pit area and risers/treads. Install compacted gravel up to 4" below the surrounding floor. Pour and finish new concrete level with the main floor in this room. Protect floor and Corridor to access this space with materials.	cu. ft.	384	2	\$7,500.00			1/10/2021	F
2	f	c.	Remove existing carpet. Install new tufted nylon 24" X 24" tiles with built in pad.	sq. yd.	152	2	\$6,500.00			1/10/2021	F

	Original Subtotal	\$14,000.00	Adjusted Subtotal	\$14,000.00
	Original 10.00% Contingency	\$1,400.00	Adjusted 10.00% Contingency	\$1,400.00
	Original 10.00% A/E Fees	\$1,400.00	Adjusted 10.00% A/E Fees	\$1,400.00
	Original Grand Total	\$16,800.00	Adjusted Grand Total	\$16,800.00

Items with a Funding Type of 'O' are not included in the cost calculation.
35-48 (7/07) (Prescribed by ISBE for Local Board Use)

VIOLATION AND RECOMMENDATION SCHEDULE

(23 IL Adm. Code 180, Sections 180.320)

1. COUNTY CODE 064, McLean				2. DISTRICT CODE/NAME 0050, McLean County USD 5		3. FACILITY CODE/NAME PARKSIDE ELEMENTARY SCHOOL	
4. Item ID	5. Location(s) (Room No)	6. Priority Code	7. Rule Violated	8. Description of the violation			9. Recommendation to correct violation
1	Media Room 27	c.	105 ILCS 5/17-2.11(c)	The Media Room aka IMC has a 270 sq. ft. Reading Pit in the NW corner. The area is defined by three (3) risers of 6" each. There are several Special Needs students to which this pit presents a tripping hazard. Also, the pit is an impediment to the usefulness of the room. See attached comments from the School Principal.			Remove this hazardous feature in the Media Room.
2	Media Room 27	c.	105 ILCS 5/17-2.11(c) & BOCA 3401.2	New carpet will be necessary over the filled Reading Room. The carpet in the remaining area of the Room is in poor condition and needs to be replaced also.			Replace carpet.

Form 35-84 (7/07) (Prescribed by ISBE for local board use)

SECOND AMENDMENT TO INDEPENDENT CONTRACTOR AGREEMENT

This **SECOND AMENDMENT TO INDEPENDENT CONTRACTOR AGREEMENT** (this “Second Amendment”) is made this 15th day of June 2020, by and between **CHESTNUT HEALTH SYSTEMS, INC.**, an Illinois not-for-profit corporation (“Contractor”), and **COMMUNITY UNIT SCHOOL DISTRICT NO. 5, MCLEAN AND WOODFORD COUNTIES** (“Engaging Party”).

WHEREAS, Contractor and Engaging Party are parties to that certain Independent Contractor Agreement dated July 10, 2019 and First Amendment dated February 6, 2020 (the “Agreement”); and

WHEREAS, Contractor and Engaging Party wish to amend certain terms of the Agreement as set forth herein.

NOW, THEREFORE, in consideration of the foregoing, the mutual agreements hereinafter set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **EFFECTIVE DATE.** This Second Amendment shall be effective as of July 11, 2020.
2. **EXTENSION OF TERM.** The Term, as defined in Section 10.1 of the Agreement, shall be extended for a period of one (1) year, commencing on July 11, 2020 and ending on July 10, 2021.
3. **MISCELLANEOUS.** This Second Amendment contains all of the agreements of the parties hereto with respect to the subject matter hereof and no prior agreement or understanding pertaining to any such matters shall be effective for any purpose. To the extent of any conflict between the Agreement and this Second Amendment, this Second Amendment shall control. No provision of this Second Amendment shall be modified in any matter whatsoever except by agreement in writing by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have signed this **SECOND AMENDMENT TO INDEPENDENT CONTRACTOR AGREEMENT** as of the date first set forth above.

CONTRACTOR:

ENGAGING PARTY:

Chestnut Health Systems, Inc.

**Community Unit School District No. 5,
McLean and Woodford Counties**

By: _____
Name: Puneet Leekha
Title: Chief Operating Officer and General Counsel

By: _____
Name:
Title:

SECOND AMENDMENT TO INDEPENDENT CONTRACTOR AGREEMENT

This **SECOND AMENDMENT TO INDEPENDENT CONTRACTOR AGREEMENT** (this “Second Amendment”) is made this 14th day of July 2020, by and between **CHESTNUT HEALTH SYSTEMS, INC.**, an Illinois not-for-profit corporation (“Contractor”), and **COMMUNITY UNIT SCHOOL DISTRICT NO. 5, MCLEAN AND WOODFORD COUNTIES** (“Engaging Party”).

WHEREAS, Contractor and Engaging Party are parties to that certain Independent Contractor Agreement dated February 13, 2019 and First Amendment dated February 6, 2020 (the “Agreement”); and

WHEREAS, Contractor and Engaging Party wish to amend certain terms of the Agreement as set forth herein.

NOW, THEREFORE, in consideration of the foregoing, the mutual agreements hereinafter set forth and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **EFFECTIVE DATE.** This Second Amendment shall be effective as of June 2, 2020.
2. **EXTENSION OF TERM.** The Term, as defined in Section 10.1 of the Agreement, shall be extended for a period of one (1) year, commencing on June 2, 2020 and ending on June 1, 2021.
3. **MISCELLANEOUS.** This Second Amendment contains all of the agreements of the parties hereto with respect to the subject matter hereof and no prior agreement or understanding pertaining to any such matters shall be effective for any purpose. To the extent of any conflict between the Agreement and this Second Amendment, this Second Amendment shall control. No provision of this Second Amendment shall be modified in any matter whatsoever except by agreement in writing by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have signed this **SECOND AMENDMENT TO INDEPENDENT CONTRACTOR AGREEMENT** as of the date first set forth above.

CONTRACTOR:

ENGAGING PARTY:

Chestnut Health Systems, Inc.

**Community Unit School District No. 5,
McLean and Woodford Counties**

By: _____
Name: Puneet Leekha
Title: Chief Operating Officer and General Counsel

By: _____
Name:
Title:

**RESOLUTION OF THE BOARD OF EDUCATION
COMMUNITY UNIT SCHOOL DISTRICT NO. 5, McLEAN & WOODFORD COUNTIES, ILLINOIS
Authorizing interfund loans from Fund Reserves to other Funds as permitted
under Illinois School Code (105 ILCS 5/10-22.33)**

WHEREAS, the Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois (“Board of Education”), has created, maintained and administers fund reserves within individual funds for operations, capital, and debt service purposes; and

WHEREAS, the Board of Education, by authority of 105 ILCS 5/10-22.33 of *The Illinois School Code* may make interfund loans available to any other Fund from Fund(s) as available to cover temporary cash shortfalls of accounting periods should the need arise. It has been determined that certain funds of Community Unit School District No. 5 will on occasion require the transfer of monies into said fund(s) in order to appropriately make payments for expenditures

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois:

that the Treasurer is hereby authorized and directed to make any and all such interfund loans, not to exceed the amounts as authorized in *The Illinois School Code* (105 ILCS 5/10-22.33) required in order to have sufficient funds to make appropriate payments of expenditures of the School District. Further, the Treasurer is directed to make the necessary bookkeeping entries to effect this change. Said loans are to be repaid at the earliest possible time sufficient funds are available to effect partial to full reimbursement. In no case shall any reimbursement take longer than the current fiscal year

The Treasurer shall present a report of all of the interfund loans and their repayments at the board meeting immediately following such loans or repayments until all repayments as required in the school code are completed. The authorization provided herein shall expire after June 30th, 2021.

ADOPTED this 22nd day of July, 2020

by the following roll call vote:

Ayes: _____

Nays: _____

Absent: _____

Amy Roser, President, Board of Education

McLean County Unit District No. 5

ATTEST:

Kelly Pyle, Secretary, Board of Education

McLean County Unit District No. 5

**RESOLUTION OF THE BOARD OF EDUCATION
COMMUNITY UNIT SCHOOL DISTRICT NO. 5, McLEAN & WOODFORD COUNTIES, ILLINOIS
Authorizing interfund loans from the Working Cash Fund to other Funds as permitted
under Illinois School Code (105 ILCS 5/20-5)**

WHEREAS, the Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois (“Board of Education”), has created, maintained and administered a fund known as the Working Cash Fund in the manner prescribed by *The Illinois School Code* and the Illinois State Board of Education for the purpose of enabling Community Unit School District No. 5, McLean and Woodford Counties, Illinois (“School District”) to have in its treasury at all times sufficient money to meet its obligations; and

WHEREAS, the Board of Education, by authority of 105 ILCS 5/20-5 of *The Illinois School Code* may loan money from the Working Cash Fund to any other Fund. It has been determined that certain funds of Community Unit School District No. 5 will on occasion require the transfer of monies into said fund(s) in order to appropriately make payments for expenditures

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois:

that the Treasurer is hereby authorized and directed to make any and all such interfund loans, not to exceed the aggregate sum of \$48,500,000, as authorized in *The Illinois School Code* (105 ILCS 5/20-5) required in order to have sufficient funds to make appropriate payments of expenditures of the School District. Further, the Treasurer is directed to make the necessary bookkeeping entries to effect this change. Said loans are to be repaid by the transfer from the other Funds to the Working Cash Fund proceeds from the receipt of the June 2021 installment of the 2020 General Levy, estimated to be \$62,000,000. No Tax anticipation warrants have heretofore been issued by the School District. The estimated Corporate Personal Property Replacement Tax set aside for the payment of retirement obligations is \$375,000.

The Treasurer shall present a report of all of the interfund loans and their repayments at the board meeting immediately following such loans or repayments until all repayments as required in the school code are completed. The authorization provided herein shall expire after June 30th, 2021.

ADOPTED this 22nd day of July, 2020, by the following roll call vote:

Ayes: _____

Nays: _____

Absent: _____

Amy Roser, President, Board of Education
McLean County Unit District No. 5

ATTEST:

Kelly Pyle, Secretary, Board of Education
McLean County Unit District No. 5

Parcel Id	State Farm Description	2020 AV		Property Address
21-15-276-012	Corporate South	4,519	Ag	HAMILTON RD
21-15-326-008	Flexible Storage Facility	2,676	Ag	OL A
21-14-300-013	Corp. South Excess #3	99,167	Ag	MORRISSEY DR
21-14-300-009	Corp. South Excess #2 - 4	21,973	Ag	SECTION 14
21-15-326-011	Flexible Storage III	2,674	Ag	14 JEREMIAH LN
21-15-326-006	Rhodes Lane Lot #5	2,133	Ag	7 JEREMIAH LN
21-15-326-010	Rhodes Lane Lot #6	2,370	Ag	7 NAOMI CT
21-14-451-010	Corp. South Excess #2 - 6	9,116	Ag	SECTION 14
21-15-326-002	Rhodes Lane Lot #7	1,089	Ag	1409 RHODES LN
21-15-326-005	Rhodes Lane Lot #8	1,430	Ag	2 NAOMI CT
21-15-326-009	Rhodes Lane Lot #9	1,236	Ag	1 NAOMI CT
21-15-376-002	Rhodes/Timber Property	4,447	Ag	
21-11-126-018	Oakland Avenue Building	23,454		2309 E OAKLAND AVE, ADJ
21-14-151-002	Corporate South	27,940		2005 E HAMILTON RD
21-16-251-008	State Farm Park	37,284		202 E HAMILTON RD, ADJ
21-14-151-001	Corporate South	54,284		2001 E HAMILTON RD 214
21-11-376-010	MRSF - Central	84,713		IRELAND GROVE RD
21-02-377-012	Corporate Headquarters	87,217		2610 E OAKLAND AVE
21-14-200-016	Corporate South	90,944		IRELAND GROVE RD
21-11-404-001	Corporate South	105,218		ARCADIA DR, EAST OF
21-02-326-017	Lincoln Building	113,367		2205 E WASHINGTON
21-14-102-002	Corporate South	115,703		HAMILTON RD
21-14-102-001	Corporate South	116,975		2101 IRELAND GROVE RD
21-11-402-001	Corporate South	131,524		LINCOLN & ARCADIA, SW COR
21-14-200-017	Corporate South	139,431		HAMILTON RD
21-11-452-001	Corporate South	175,715		ARCADIA DR, EAST OF
21-02-326-020	East Washington St	188,279		2201-2203 E WASHINGTON
21-16-177-003	State Farm Park	196,525		RT 51 SOUTH
21-02-451-038	Eldorado Parking	234,631		502 ELDORADO RD
21-16-401-015	State Farm Park	255,245		202 E HAMILTON RD, ADJ
21-01-226-003	Airport Hangar	354,171		2919 E EMPIRE
21-02-326-018	Executive Building Site	191,664		2207 E WASHINGTON
21-11-326-010	Corporate South	507,189		E LINCOLN & PKWY
21-14-201-001	Corporate South	555,476		HAMILTON RD
21-16-251-009	State Farm Park	601,071		202 E HAMILTON RD, ADJ
21-15-326-003	Research Laboratory	666,711		1 JEREMIAH LN
21-15-326-004	Flexible Storage Facility	1,033,874		2 JEREMIAH LN
21-15-326-007	Flexible Storage II	1,093,503		8 JEREMIAH LN
21-16-201-004	State Farm Park	2,006,655		202 E HAMILTON RD
21-02-376-010	Corp HQ Parking Deck	3,504,813		2403 E JACKSON
21-11-376-011	MRSF - Central	4,092,300		2202 GRAF RD
21-11-403-001	IL Operations Center	5,998,404		2702 IRELAND GROVE RD, PT
21-11-326-011	IL Operations Center	6,102,471		2702 IRELAND GROVE RD, PT
21-11-176-039	Oakland Avenue Building	6,760,825		2309 E OAKLAND AVE
21-02-326-019	Corporate Headquarters	39,414,906		1 STATE FARM PLAZA
21-14-126-001	Corporate South	93,561,790		3 STATE FARM PLAZA SOUTH

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Parcel Id	State Farm Description	2020 AV	Property Address
21-14-151-002	Corporate South	27,940	2005 E HAMILTON RD
21-16-251-008	State Farm Park	37,284	202 E HAMILTON RD, ADJ
21-14-151-001	Corporate South	54,284	2001 E HAMILTON RD
21-11-376-010	MRSF - Central	84,713	IRELAND GROVE RD
21-02-377-012	Corporate Headquarters	87,217	2610 E OAKLAND AVE
21-14-200-016	Corporate South	90,944	IRELAND GROVE RD
21-11-404-001	Corporate South	105,218	ARCADIA DR, EAST OF
21-02-326-017	Lincoln Building	113,367	2205 E WASHINGTON
21-14-102-002	Corporate South	115,703	HAMILTON RD
21-14-102-001	Corporate South	116,975	2101 IRELAND GROVE RD
21-11-402-001	Corporate South	131,524	LINCOLN & ARCADIA, SW COR
21-14-200-017	Corporate South	139,431	HAMILTON RD
21-11-452-001	Corporate South	175,715	ARCADIA DR, EAST OF
21-02-326-020	East Washington St	188,279	2201-2203 E WASHINGTON
21-16-177-003	State Farm Park	196,525	RT 51 SOUTH
21-02-451-038	Eldorado Parking	234,631	502 ELDORADO RD
21-16-401-015	State Farm Park	255,245	202 E HAMILTON RD, ADJ
21-01-226-003	Airport Hangar	354,171	2919 E EMPIRE
21-02-326-018	Executive Building Site	191,664	2207 E WASHINGTON
21-11-326-010	Corporate South	507,189	E LINCOLN & PKWY
21-14-201-001	Corporate South	555,476	HAMILTON RD
21-16-251-009	State Farm Park	601,071	202 E HAMILTON RD, ADJ
21-15-326-003	Research Laboratory	666,711	1 JEREMIAH LN
21-15-326-004	Flexible Storage Facility	1,033,874	2 JEREMIAH LN
21-15-326-007	Flexible Storage II	1,093,503	8 JEREMIAH LN
21-16-201-004	State Farm Park	2,006,655	202 E HAMILTON RD
21-02-376-010	Corp HQ Parking Deck	3,504,813	2403 E JACKSON
21-11-376-011	MRSF - Central	4,092,300	2202 GRAF RD
21-11-403-001	IL Operations Center	5,998,404	2702 IRELAND GROVE RD, PT
21-11-326-011	IL Operations Center	6,102,471	2702 IRELAND GROVE RD, PT
21-11-176-039	Oakland Avenue Building	6,760,825	2309 E OAKLAND AVE
21-02-326-019	Corporate Headquarters	39,414,906	1 STATE FARM PLAZA
21-14-126-001	Corporate South	93,561,790	3 STATE FARM PLAZA SOUTH

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SECOND AMENDMENT TO SETTLEMENT AGREEMENT

THIS SECOND AMENDMENT TO SETTLEMENT AGREEMENT is made and entered into as of January 2, 2020, by and between STATE FARM MUTUAL AUTOMOBILE INSURANCE COMPANY and its subsidiaries and affiliates, (hereinafter referred to as "STATE FARM") and CITY OF BLOOMINGTON, ILLINOIS, a municipal corporation, COUNTY OF McLEAN, ILLINOIS, a municipal corporation, BLOOMINGTON SCHOOL DISTRICT NO. 87, McLean County, Illinois, MCLEAN COUNTY UNIT DISTRICT NO. 5, McLean County, Illinois, HEARTLAND COMMUNITY COLLEGE DISTRICT 540, McLean County, Illinois, BLOOMINGTON NORMAL WATER RECLAMATION DISTRICT, McLean County, Illinois, BLOOMINGTON-NORMAL AIRPORT AUTHORITY, McLean County, Illinois, CITY OF BLOOMINGTON TOWNSHIP, a municipal corporation located in McLean County, Illinois, BLOOMINGTON TOWNSHIP, a municipal corporation located in McLean County, Illinois, and BLOOMINGTON TOWNSHIP ROAD DISTRICT, McLean County, Illinois (hereinafter each individually referred to as a "TAXING BODY" and collectively referred to as the "TAXING BODIES") and STEVE SCUDDER, the CITY OF BLOOMINGTON TOWNSHIP ASSESSOR (hereinafter referred to as the "ASSESSOR").

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WITNESSETH:

WHEREAS, the parties hereto entered a certain Settlement Agreement dated December 14, 2010, which was extended by the parties for an additional five years by a certain First Amendment to Settlement Agreement dated December 31, 2015 (hereinafter referred to as the "SETTLEMENT AGREEMENT"), whereby the parties agreed as to the assessed value of the real estate owned by STATE FARM located in McLean County, Illinois for property tax purposes; and

WHEREAS, the TAXING BODIES believe it is in the best interest of the public to extend the SETTLEMENT AGREEMENT an additional five years and that is the purpose of this Second Amendment; and

WHEREAS, for property tax purposes, STATE FARM's real estate in McLean County, Illinois, has been divided into uniquely described tracts of land that are each identified by a specific parcel identification number (hereinafter the individual tracts are referred to as a "PARCEL" and collectively they are referred to as the "PARCELS"); and

WHEREAS, the current PARCELS are set forth in Exhibit A-2 attached hereto and incorporated herein.

NOW, THEREFORE, in consideration of the promises and the mutual covenants of the parties hereto as hereinafter set forth, the parties hereto agree to the following additional provisions:

1. The assessed value for each PARCEL as determined by the ASSESSOR is set forth opposite the PARCEL in Exhibit A-2 and is accepted by the parties hereto for property tax years 2020, 2021, 2022, 2023 and 2024.
2. STATE FARM shall not seek to reduce the assessed value for any PARCEL for

property tax years 2020, 2021, 2022, 2023 and 2024 so long as the assessed value for the PARCEL remains the same as the assessed value set forth opposite the PARCEL in Exhibit A-2.

3. In the event STATE FARM files a complaint, appeal or any other proceedings before the McLean County Board of Review, the Illinois Property Tax Appeal Board or any court of competent jurisdiction to reduce the assessed value of any PARCEL, STATE FARM and the TAXING BODIES shall stipulate to the assessed value set forth opposite the PARCEL in Exhibit A-2.

4. The TAXING BODIES shall not seek to increase the assessed value for any PARCEL for property tax years 2020, 2021, 2022, 2023 and 2024, so long as the assessed value for the PARCEL remains the same as the assessed value set forth opposite the PARCEL in Exhibit A-2.

5. In the event one or more of the TAXING BODIES files a complaint, appeal or any other proceedings before the McLean County Board of Review, the Illinois Property Tax Appeal Board or any court of competent jurisdiction to increase the assessed value of any PARCEL, STATE FARM and the TAXING BODIES shall stipulate to the assessed value set forth opposite the PARCEL in Exhibit A-2.

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6. In the event that STATE FARM constructs improvements that significantly increase the useable square footage of any PARCEL during property tax years 2020, 2021, 2022, 2023 or 2024, and the parties hereto are unable to reach an agreement that the assessed value of the PARCEL as determined by the ASSESSOR after the construction is acceptable, then said PARCEL shall not be subject to this Agreement commencing on the first day of January of the year following the completion of construction.

7. In the event that STATE FARM demolishes improvements or portions thereof and the useable square footage of any PARCEL during property tax years 2020, 2021, 2022, 2023 or 2024 significantly decreases and the parties hereto are unable to reach an agreement that the assessed value of the PARCEL as determined by the ASSESSOR after the demolition is acceptable, then said PARCEL shall not be subject to this Agreement commencing on the first day of January of the year following the completion of the demolition.

8. In the event STATE FARM purchases real estate during 2020, 2021, 2022, 2023 or 2024, that real estate will not be subject to this Agreement. In the event STATE FARM disposes of a PARCEL to a party unrelated to STATE FARM during 2020, 2021, 2022, 2023 or 2024, said PARCEL shall not be subject to this Agreement commencing on the first day of January of the year following the disposition.

9. Any PARCEL that is classified as agricultural property by the ASSESSOR (hereinafter referred to as an "AG PARCEL") shall not be subject to this Agreement.

10. For property tax years 2020, 2021, 2022, 2023 and 2024, the TAXING BODIES shall abate to STATE FARM the amount by which the property tax paid by STATE FARM exceeds One Hundred One Percent (101%) of the preceding year's property tax (net of any

abatement pursuant to the SETTLEMENT AGREEMENT) paid by STATE FARM (hereinafter referred to as the "ABATEMENT AMOUNT"). The ABATEMENT AMOUNT shall not include AG PARCELS and shall be limited to PARCELS having an assessed value in excess of Twenty Five Thousand Dollars (\$25,000.00), which are listed on Exhibit B-2 attached hereto and incorporated herein (hereinafter individually referred to as an "ABATEMENT PARCEL" and collectively referred to as the "ABATEMENT PARCELS"). There shall not be an abatement for any property tax increase that is the result of an assessment change due to construction improvements as set forth in Section 6 above.

11. In the event the registered voters of any TAXING BODY pass a referendum during property tax years 2020, 2021, 2022, 2023 or 2024, the TAXING BODIES shall not abate to STATE FARM the amount by which the property tax paid by STATE FARM is increased by said referendum in the first effective year of the rate increase from the referendum.

12. In the event an ABATEMENT PARCEL is annexed into a TAXING BODY's district during property tax years 2020, 2021, 2022, 2023 or 2024, the TAXING BODIES shall not abate to STATE FARM the amount by which the property tax paid by STATE FARM is increased by said annexation in the first effective year of the rate increase from the annexation.

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13. The ABATEMENT AMOUNT shall be calculated on a year by year, parcel by parcel and TAXING BODY by TAXING BODY basis. Property taxes in McLean County, Illinois are paid a year in arrears. Therefore, any abatement for property tax year 2020 shall be calculated and paid in 2021 (hereinafter referred to as the "ABATEMENT YEAR"). Similarly, the ABATEMENT YEARS for property tax years 2021, 2022, 2023 and 2024 shall be 2022, 2023, 2024 and 2025, respectively.

14. Each TAXING BODY's share of the ABATEMENT AMOUNT shall be calculated as set forth in Section 15 of the original Settlement Agreement, which has been implemented since 2010. On or before the first day of August in each ABATEMENT YEAR, STATE FARM and the TAXING BODIES shall jointly prepare a schedule detailing each TAXING BODY's share of the ABATEMENT AMOUNT. On or before the fifteenth day of September in each ABATEMENT YEAR, STATE FARM and each ABATING TAXING BODY (as defined in Section 15 of the original Settlement Agreement) shall stipulate as to the ABATEMENT AMOUNT and each TAXING BODY's share of the ABATEMENT AMOUNT pursuant to said schedule.

15. Regardless of whether or not there is an ABATEMENT AMOUNT, STATE FARM shall pay its property tax in full in a timely manner.

16. On or before first day of December in each ABATEMENT YEAR, the TREASURER OF McLEAN COUNTY, ILLINOIS shall pay STATE FARM the ABATEMENT AMOUNT.

17. Prior to paying an ABATING TAXING BODY its final installment of tax revenue for property tax years 2020, 2021, 2022, 2023 or 2024, the TREASURER OF McLEAN COUNTY, ILLINOIS shall deduct from said payment the ABATING TAXING BODY's share

of the ABATEMENT AMOUNT.

18. On or before August 1, 2023, the ASSESSOR shall start obtaining market data and begin developing a plan, which will include opportunities for STATE FARM to present information and share thoughts, in an effort to reach an agreement concerning the assessed values of the PARCELS for property tax year 2025. The ASSESSOR will notify the TAXING BODIES of the projected assessed values for each of the PARCELS for 2025 as soon as practicable after that determination is made, but not later than May 31, 2025, and the TAXING BODIES agree to review the values for each of the PARCELS within a reasonable time after receiving the information from the ASSESSOR.

19. The parties shall execute any and all documents reasonably necessary to effectuate the purposes of the SETTLEMENT AGREEMENT as amended by this Second Amendment.

20. Except as herein modified, the SETTLEMENT AGREEMENT as previously amended is hereby ratified and confirmed, and shall constitute the full and complete agreement of the parties.

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IN WITNESS WHEREOF, the parties hereto have set their hands and seals as of the day and date first above written.

STATE FARM MUTUAL AUTOMOBILE INSURANCE COMPANY ("STATE FARM")

By: Alana S. Reimer

Attest: Beverly Gordon

CITY OF BLOOMINGTON, ILLINOIS, a municipal corporation,

By: _____

Attest: _____

COUNTY OF McLEAN, ILLINOIS, a municipal corporation,

By: _____

Attest: _____

BLOOMINGTON SCHOOL DISTRICT NO. 87, McLean County, Illinois,

By: _____

Attest: _____

MCLEAN COUNTY UNIT DISTRICT NO. 5, McLean County, Illinois,

By: _____ Attest: _____

HEARTLAND COMMUNITY COLLEGE DISTRICT 540, McLean County, Illinois,

By: _____ Attest: _____

BLOOMINGTON NORMAL WATER RECLAMATION DISTRICT, McLean County, Illinois,

By: _____ Attest: _____

BLOOMINGTON-NORMAL AIRPORT AUTHORITY, McLean County, Illinois,

By: _____ Attest: _____

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CITY OF BLOOMINGTON TOWNSHIP, located in McLean County, Illinois,

By: _____ Attest: _____

BLOOMINGTON TOWNSHIP, a municipal corporation located in McLean County, Illinois,

By: _____ Attest: _____

BLOOMINGTON TOWNSHIP ROAD DISTRICT, McLean County, Illinois

By: _____ Attest: _____

CITY OF BLOOMINGTON TOWNSHIP ASSESSOR

By: _____
STEVE SCUDDER

Board Member Compensation; Expenses

Board Member Compensation Prohibited

School Board members provide volunteer service to the community and may not receive compensation for services, except that a Board member serving as the Board Secretary may be paid an amount up to the statutory limit if the Board so provides.

Roll Call Vote

All Board member expense requests for travel, meals, and/or lodging must be approved by roll call vote at an open meeting of the Board.

Regulation of School District Expenses

The Board regulates the reimbursement of all travel, meal, and lodging expenses in the District by resolution (effective 7/1/17). No later than approval of the annual budget and when necessary, the Superintendent will recommend a maximum allowable reimbursement amount for expenses to be included in the resolution. The recommended amount should be based upon the District's budget and other financial considerations.

Money shall not be advanced or reimbursed, or purchase orders issued for: (1) the expenses of any person except the Board member, (2) anyone's personal expenses, or (3) entertainment expenses. Entertainment includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless the entertainment is ancillary to the purpose of the program or event.

Exceeding the Maximum Allowable Reimbursement Amount(s)

All requests for expense advancements, reimbursements, and/or purchase orders that exceed the maximum allowable reimbursement amount set by the Board may only be approved by it when:

1. The Board's resolution to regulate expenses allows for such approval;
2. An emergency or other extraordinary circumstance exists; and
3. The request is approved by a roll call vote at an open Board meeting.

Advancements

The Board may advance to its members actual and necessary expenses to be incurred while attending:

1. Meetings sponsored by the Illinois State Board of Education or by the Regional Superintendent of Schools;
2. County or regional meetings and the annual meeting sponsored by any school board association complying with Article 23 of The School Code; and
3. Meetings sponsored by a national organization in the field of public school education.

Expense advancement requests must be submitted to the Board President, or Vice President if the request is from the President, on the Board's standardized estimated expense approval form. After spending expense advancements, Board members must use the Board's standardized expense

reimbursement form and submit to the Board President, or Vice President: (a) the itemized, signed advancement form that was issued, and (b) the amount of actual expenses by attaching receipts.

A Board member must return to the District any portion of an expense advancement not used. If an expense advancement is not requested, expense reimbursements may be issued by the Board to its members for the activities listed in numbers one through three, above, along with registration fees or tuition for a course(s) that allowed compliance with the mandatory trainings described in *Board policy 2.120* and other professional development opportunities that are encouraged by the School Code (see the **Reimbursements and Purchase Orders** subhead, below). Expense advancements and forms shall be presented to the Board in its regular bill process.

Reimbursements and Purchase Orders

The Board President, or Vice President if the expense reimbursement request is from the President, shall review the submitted forms for compliance with this policy. If any form's compliance appears uncertain, the Board President or Vice President shall notify the Superintendent as well as the Board member who submitted the form. The form shall be included in the monthly list of bills presented to the Board for approval or rejection.

Expense reimbursement is not guaranteed and, when possible, Board members should seek pre-approval of expenses by providing an estimation of expenses on the Board's standardized estimated expense approval form, except in situations when the expense is diminutive. When pre-approval is not sought, Board members must seek reimbursement on the Board's standardized expense reimbursement form. Expense reimbursements and purchase orders shall be presented to the Board in its regular bill process.

Credit and Procurement Cards

Credit and procurement cards shall not be issued to Board members.

Standardized Expense Form(s) Required

All requests for expense advancement, reimbursement, and/or purchase orders in the District must be submitted on the appropriate itemized, signed standardized form(s). The form(s) must show the following information:

1. The amount of the estimated or actual expense, with attached receipts for actual incurred expenses.
2. The name and office of the Board member who is requesting the expense advancement or reimbursement. Receipts from group functions must include the names, offices, and job titles of all participants.
3. The date(s) of the official business on which the expense advancement or reimbursement will be or was expended.
4. The nature of the official business conducted when the expense advancement or reimbursement will be or was expended.

Types of Official Business for Expense Advancements, Reimbursements, and Purchase Orders

1. Registration. When possible, registration fees will be paid by the District in advance.
2. Travel. The least expensive method of travel will be used, providing that no hardship will be caused to the Board member. Board members will be reimbursed for:

- a. Air travel at the coach or single class commercial airline rate. First class or business class air travel will be reimbursed only if emergency circumstances warrant. The emergency circumstances must be explained on the expense form and Board approval of the additional expense is required. Fees for the first checked bag will be reimbursed. Copies of airline tickets and baggage receipts must be attached to the expense form.
 - b. Rail or bus travel at actual cost. Rail or bus travel costs may not exceed the cost of coach airfare. Copies of tickets must be attached to the expense form to substantiate amounts.
 - c. Use of personal automobiles at the standard mileage rate approved by the Internal Revenue Service for income tax purposes. The reimbursement may not exceed the cost of coach airfare. Mileage for use of personal automobiles in trips to and from transportation terminals will also be reimbursed. Toll charges and parking costs will be reimbursed.
 - d. Automobile rental costs when the vehicle's use is warranted. The circumstances for such use must be explained on the expense form.
 - e. Taxis, airport limousines, ride sharing, or other local transportation costs.
3. Meals. Meals charged to the School District should represent mid-fare selections for the hotel/meeting facility or general area, consistent with the maximum allowable reimbursement amount set by the Board. Tips are included with the meal charges. Expense forms must explain the meal charges incurred. Alcoholic beverages will not be reimbursed.
 4. Lodging. Board members should request conference rate or mid-fare room accommodations. A single room rate will be reimbursed. Board members should pay personal expenses at checkout. If that is impossible, deductions for the charges should be made on the expense form.
 5. Miscellaneous Expenses. Board members may seek reimbursement for other expenses incurred while attending a meeting sponsored by organizations described herein by fully describing the expenses on the expense form, attaching receipts.

Additional Requirements for Travel Expenses Charged to Federal and State Grants

All Board member expenses for travel charged to a federal grant or State grant governed by the Grant Accountability and Transparency Act (30 ILCS 708/) must comply with Board policy 5:60, Expenses, and its implementing procedures. Travel expenses include costs for transportation, lodging, meals, and related items.

LEGAL REF.: 105 ILCS 5/10-20 and 5/10-22.32.
30 ILCS 708/, Government Accountability and Transparency Act.
50 ILCS 150/, Local Government Travel Expense Control Act.
CROSS REF.: 2.100, 2.120, 2.240, 4.50, 4.55, 5.60

Administrative Procedure - Comprehensive Safety and Security Program

Contents

- A. Safety and Security Related Policies, Administrative Procedures, and Forms
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- Attachment A – Emergency Operations Plan Format

A. Safety and Security Related Policies, Administrative Procedures, and Forms

Administrative material on school safety and security may be implemented under this plan, including, without limitation, any in the following list.

- 4.60-AP3 Criminal History Records Check of Contractor Employees
- 4.110-AP1 School Bus Post-Accident Checklist
- 4.110-AP3 School Bus Safety Rules
- 4.110-E Emergency Medical Information for Students Having Special Needs or Medical Conditions Who Ride School Buses
- 4.160-AP Environmental Quality of Buildings and Grounds
- 4.170-AP1, E1 Accident or Injury Form
- 4.170-AP1, E2 Memo to Staff Members Regarding Contacts by Media About a Crisis
- 4.170-AP2 Routine Communications Concerning Safety and Security
- 4.170-AP2, E1 Letter to Parents/Guardians Regarding Student Safety
- 4.170-AP2, E2 Letter to Parents/Guardians Regarding the Dangers of Underage Drinking
- 4.170-AP2, E3 Letter to Parents/Guardians About Disruptive Social Media Apps; Dangers
- 4.170-AP4 National Terrorism Advisory System
- 4.170-AP5 Unsafe School Choice Option
- 4.170-AP6 Plan for Responding to a Medical Emergency at a Physical Fitness Facility with an AED
- 4.170-AP6, E1 School Staff AED Notification Letter
- 4.170-AP6, E2 Notification to Staff and Parents/Guardians of CPR and AED Video
- 4.170-AP8 Movable Soccer Goal Safety
- 4.175-AP1 Criminal Offender Notification Laws; Screening
- 4.175-AP1, E1 Informing Parents/Guardians About Offender Community Notification Laws
- 4.180-AP1 School Action Steps for Pandemic Influenza
- 4.180-AP2 Pandemic Influenza Surveillance and Reporting
- 4.190 Targeted School Violence Prevention Program
- 4.190-AP1 Targeted School Violence Prevention Program
- 4.190-AP1, E1 Targeted School Violence Prevention Program Resources
- 4.190-AP2 Threat Assessment Team (TAT)
- 4.190-AP2, E1 Principles of Threat Assessment
- 4.190-AP2, E2 Threat Assessment Documentation
- 4.190-AP2, E3 Threat Assessment Key Areas and Questions; Examples
- 4.190-AP2, E4 Responding to Types of Threats
- 4.190-AP2, E5, Threat Assessment Case Management Strategies

Adopted: October 28, 2009

Reviewed: June 2020

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- 4.190-AP2, E6, Targeted School Violence Prevention and Threat Assessment Education
- 6.235-E4 Keeping Yourself and Your Kids Safe On Social Networks
- 6.235-E5 Children's Online Privacy Protection Act
- 7.280-AP Managing Students with Communicable or Infectious Diseases
- 7.290-AP Resource Guide for Implementation of Suicide and Depression Awareness and Prevention Program

B. Definitions

EOP is an all hazards Emergency Operations Plan (formerly Crisis Plan). Each school or facility has an EOP.

First responders are local law enforcement, fire department officials, emergency medical services personnel, and any other entity in the community that provides emergency assistance.

Incident means any event or occurrence that threatens the safety and security of individuals on school property or at school events.

Director of Safety and Security is the individual who manages the District's safety and security efforts, chairs District's Safety Team meetings, and coordinates the District's response during an emergency.

District Safety Team is the Superintendent's administrative committee that is responsible for planning, development, review, implementation, and revision of the District's safety initiatives.

SRO means school resource officer, defined as a law enforcement officer who has been primarily assigned to a school or school district under an agreement with a local law enforcement agency.

C. Director of Safety and Security and District Safety Team; Responsibilities

The Director of Safety and Security:

1. ensures compliance with laws related to safety including the School Safety Drill Act, Joint Rules of the Office of the State Fire Marshall and the Illinois State Board of Education: School Emergency and Crisis Response Plans, NIMS;
2. manages the District's safety and security efforts, remaining current on best practices;
3. chairs District Safety Team meetings; and
4. coordinates the District's response during an emergency.

The Superintendent appoints members of the District's Safety Team, with input from the Director of Safety and Security. The District Safety Team is a multi-disciplinary team consisting of the Director of Safety and Security, the Attorney for the District, and representatives from the following groups:

1. District administration;
2. Building administration;
3. Teachers;
4. Nurses;
5. School resource officers;
6. Local law enforcement;
7. Local fire department;
8. Emergency management officials;
9. District Technology Department;
10. Paraprofessionals;
11. Maintenance and custodians;
12. Food Service; and

13. Other school and community partners.

The District Safety Team:

1. advises and assists the Director of Safety and Security on safety and emergency issues;
2. plans, develops, implements, reviews, and revises the District's all-hazards Emergency Operations Plan (EOP) template consistent with Presidential Policy Directive (PPD) 8, the National Incident Management System (NIMS), Incident Command System (ICS), the Guide for Developing High-Quality School Emergency Operations Plans;
3. plans, develops, and conducts training exercises, including tabletop exercises, drills, functional exercises, and full-scale exercises; and
4. conducts the Annual Safety Review.

District Safety Team meetings are held as determined by the Director of Safety and Security but no less than once per year. The following matters are suggested agenda items:

- Review purposes of District Safety Team
- Review planning principles and process
- Review and revise threats and hazards, goals and objectives, and courses of action in District EOP template
- Review and revise goals and objectives for threats and hazards
- Review and revise courses of action for threats and hazards
- Committee reports
- Plan training exercises
- Safety Team training

D. Annual Safety Review

The Director of Safety and Security facilitates the annual safety review meeting conducted by the School Board or its designee, as required by 105 ILCS 128/25, amended by P.A. 101-455, and 128/30. During the annual safety review, the law requires the School Board or its designee to "review each school building's emergency and crisis response plans, protocols, and procedures, including procedures regarding the District's threat assessment team, and each building's compliance with the school safety drill programs." If the school board uses a designee, it should preferably be someone other than the Director of Safety and Security to assure an unbiased audit. The Director of Safety and Security assists the Board or its designee to comply with annual review requirements, including without limitation, the completion of a report certifying that the review took place. See ISBE's website for an annual review checklist and report at www.isbe.net/Pages/School-Emergency-and-Crisis-Response-Plan-Guide.aspx. The Open Meetings Act (OMA) allows the Board to enter closed session to discuss 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)). Consult the Attorney for the District for assistance with this OMA exception.

E. School Safety Drill Plan

The School Safety Drill Act (105 ILCS 128/) and any implementing State administrative rules contain the requirements for the District's safety drills and shall supersede this procedure in the event of a conflict.

The Building Principal shall keep the Director of Safety and Security informed of when drills are scheduled and/or accomplished. ISBE's fillable School Drill Documentation form for documenting the completion of minimum drill requirements may be used (see www.isbe.net/Documents/91-02_school_drill_documentation.pdf).

Each academic year, each school building that houses school children must conduct a minimum of:

Three school evacuation drills - These drills prepare students and personnel for situations that occur when conditions outside of a school building are safer than inside a school building. Evacuation may be necessary, depending on the circumstances, in the event of fire, presence of a suspicious item or person, incident involving a hazardous material, including but not limited to a chemical, incendiary, explosive, and bomb threat.

One of the three school evacuation drills requires the participation of the appropriate local fire department or district, unless waived as provided below. A date is selected according to the following timeline:

- No later than September 1 of each year, each local fire department or fire district must contact the Building Principal in order to make arrangements.
- No later than September 14 of each year, the Building Principal or designee and the local fire department or fire district may agree to waive the provisions concerning participation by the local fire department or district in a school evacuation drill.
- No later than September 15 of each year, each Building Principal or designee must contact the responding local fire official and propose to the local fire official four dates within the month of October, during at least two different weeks of October, on which to hold the drill. The fire official may choose any of the 4 available dates, and if he or she does so, the drill occurs on that date.
- Alternatively, the Building Principal or designee and the local fire official may, by mutual agreement, set any other date for the drill, including a date outside of the month of October.
- If the fire official does not select one of the four offered dates in October or set another date by mutual agreement, the school does not need to include the local fire service in one of its mandatory school evacuation drills.

After a drill in which the local fire service participated, the principal should request certification from the local fire service that the school evacuation drill was conducted. Additional school evacuation drills for fire incidents may involve the participation of the appropriate local fire department or district. In addition, schools may conduct additional school evacuation drills to account for other evacuation incidents, including without limitation, suspicious items or bomb threats.

One bus evacuation drill - This drill prepares students and school personnel for situations that occur when conditions outside of the bus are safer than inside the bus. Evacuation may be necessary, depending on the circumstances, in the event of a fire, presence of suspicious items, and incidents involving hazardous materials. Schools may conduct additional bus evacuation drills.

In addition, instruction on safe bus riding practices should be provided for all students. See 4.110-AP3, *School Bus Safety Rules*.

One severe weather and shelter-in-place drill - This drill prepares students for situations involving severe weather emergencies or the release of external gas or chemicals. Severe weather and shelter-in-place drills must address and prepare students and school personnel for possible tornado incidents. Other drills shall be based on the needs and environment of particular communities, including severe weather (such as, tornadoes, wind shears, lightning, and earthquakes), incidents involving hazardous materials, and incidents involving weapons of mass destruction.

One law enforcement drill - This drill addresses a school shooting incident and evaluates the preparedness of school personnel and students for situations calling for the involvement of law enforcement when there is an active threat or an active shooter within a school building. A law enforcement drill must occur no later than 90 days after the first day of each school year. This drill must be conducted: (a) according to the District's emergency operations and crisis response plan(s), (b) on days and times when students are normally present in the school building, and (c) with the participation of all school personnel and students present at school at the time of the drill, except for those exempted at the discretion of administrators or school support personnel. The appropriate local law enforcement agency must observe administration of the drill. In addition, a law enforcement drill must meet each of the following criteria:

- During each calendar year, the appropriate local law enforcement agency contacts the Building Principal to request participation in the law enforcement drill. The Building Principal and the local law enforcement agency shall set, by mutual agreement, a date for the drill.
- The drill involves the onsite participation of the local law enforcement agency, provided that an agreeable date can be reached between the Building Principal and the local law enforcement agency. If the parties cannot reach an agreeable date, the school shall hold the drill without participation from the local law enforcement agency.
- After a drill in which local law enforcement participated, the Building Principal should request a certification from local law enforcement that the law enforcement drill was conducted. The local law enforcement agency shall also notify the school of any deficiencies noted during the drill.

The Director of Safety and Security, in cooperation with the Building Principal, shall encourage local law enforcement agencies to establish a school walk-through program. This program encourages local law enforcement officials to walk through school properties during their patrols with the goal of increasing security (school districts are encouraged, but not mandated, to do this by House Resolution 153 (98th General Assembly, 2013)).

F. District Emergency Operations Plan (EOP) Template

The District Safety Team shall develop, implement, and maintain a District EOP template using the process below, as explained in FEMA's Guide to Developing High-Quality School Emergency Operations Plans (2013), at www.rems.ed.gov/docs/REMS_K-12_Guide_508.pdf:

1. Develop a schedule and invite the participation of first responders.
2. Identify threats and hazards, assess risks, and prioritize threats and hazards.
3. Determine goals and objectives.
4. Develop, review, evaluate, and maintain the EOP.
5. Share the EOP with stakeholders and train them. This includes, without limitation, having the EOP accessible in a digital format.

The EOP shall be in the format suggested by and explained in FEMA's Guide for Developing High-Quality School Emergency Operations Plans (2013), at www.rems.ed.gov/docs/REMS_K-12_Guide_508.pdf. See the **Attachment** to this procedure.

G. Material to be Included in Each Building EOP

The District Safety Team annually gathers and/or renews the following material for inclusion in the EOP:

1. District-level Targeted School Violence Prevention Plan. See Board policy 4:190, *Targeted School Violence Prevention Program*, and 4:190-AP1, *Targeted School Violence Prevention Program*.
2. Building-level Threat Assessment Team procedures. See 4:190-AP2, *Threat Assessment Team (TAT)*.
3. Building evacuation protocol. The Building Principal or designee shall: (a) keep a comprehensive evacuation map - describing main and alternate routes - in the main office, (b) post signs containing main and alternate evacuation routes for each occupied area in a conspicuous place, preferably near the exit, (c) prepare evacuation plans for outdoor areas (playgrounds and stadiums), and (d) keep all staff informed of the evacuation plans.
4. Documents concerning safety drills. The Principal shall schedule, execute, and document safety drills as per the School Safety Drill Act (105 ILCS 128/, amended by P.A.s 100-996 and 101-455) and this procedure.
5. Maps and layouts, including: (a) campus map, (b) building floor plan, (c) location of first aid kits, AEDs, bleeding control kits, and fire extinguishers, and (d) map or plan describing the areas to be used in the event of an emergency or crisis for triage, emergency helicopter landing, media center, non-victim students, and parents/guardians. The Safety Team or Principal shall annually give a copy of these to first responders.
6. A protocol to secure a list of people present in the building at any time.

7. Tornado response plan, including a map showing tornado wall locations (105 ILCS 128/25).
8. Carbon monoxide alarm or detector activation plans, protocols and procedures (105 ILCS 5/10-20.57 and 430 ILCS 135/).
9. The safety equipment's maintenance schedule and the person(s) responsible.
10. An emergency early dismissal protocol.
11. A plan for inviting warnings or tips, e.g., a hotline or website for individuals to make anonymous tips.
12. A protocol for student supervision in the event of an emergency or crisis.
13. A safety patrol plan (105 ILCS 5/10-22.28).
14. Bicycle use rules.
15. Roadway and parking rules.
16. Procedures on student illness and injuries at school and school events (23 Ill. Admin. Code §1.530(c)).
17. A plan for giving students instructions on safe school bus riding practices, including the operation and use of emergency doors and windows (as a means of escape), seat belts, and fire extinguisher (105 ILCS 128/20(b)). The District's parent-teacher advisory committee, in cooperation with school bus personnel, establishes and maintains bus safety rules (105 ILCS 5/10-20.14). See 4:110-AP3, School Bus Safety Rules.
18. Safety and security related administrative material. See section A, above.
19. The location of any door security locking means and the use of the locking and unlocking means from within and outside the room(s) (105 ILCS 5/10-20.69 (final citation pending), added by P.A. 101-548).
20. Other documents identified by the Safety Team.

H. Managing Communications About an Emergency

The Director of Communications and Community Relations, with assistance from the Director of Safety and Security and District Safety Team, is responsible for compiling information and preparing communications concerning an emergency. The Director of Communications and Community Relations serves as the spokesperson during an emergency. All District communications should come from this source to ensure accuracy, credibility, and compliance with laws granting confidentiality to student records.

The spokesperson shall follow best practices for spokespersons during an emergency and receive training on public relations. The Director of Safety and Security and Attorney for the District serve as resources to the spokesperson. The objective is:

- To provide the maximum amount of verified information to staff members, students' family members, and the media as quickly as possible,
- While simultaneously respecting student privacy and complying with laws granting confidentiality to student records (Ill. School Student Records Act, 105 ILCS 10/; Family Educational Rights and Privacy Act, 20 U.S.C. §1232g). See 7:340-AP1, School Student Records.

All staff members are requested to refrain from spreading information about an emergency unless the information is from the Director of Communications and Community Relations. All inquiries should be directed to the spokesperson.

Everyone in the school community can positively affect an emergency situation by:

1. Avoiding speculation as to the cause.
2. Avoiding allocation of blame.
3. Helping school and law enforcement officials gather the facts.
4. Sticking to the facts during discussions.
5. Deferring all media requests to the spokesperson.
6. Comforting and supporting each other.

I. Required Notices

A school staff member shall immediately notify the Building Principal when he or she:

1. Observes any person in possession of a firearm on or around school grounds; however, such action may be delayed if immediate notice would endanger students under his or her supervision. 105 ILCS 5/10-27.1A(a).
2. Has reason to suspect that any person on school grounds is or was involved in a drug-related incident. 105 ILCS 5/10-27.1B.
3. Observes an attack on any staff member or is subject to an attack. 105 ILCS 5/10-21.7

Upon receiving a report on any of the above, the Building Principal or designee shall immediately notify local law enforcement. See 3:60-E, Event Reporting and Notice Requirements for Building Principals Concerning School Safety and Security. In addition, he or she must notify the Superintendent and, within one to three days of the incident's occurrence, one or both of them must notify the Ill. Dept. of State Police (ISP). Notification to the ISP may be accomplished using ISBE's web-based School Incident Reporting System (SIRS) to report incidents electronically. SIRS is available at www.isbe.net/Pages/School-Incident-Reporting-System.aspx or by going to ISBE's home page and accessing the District's Web Application Security (IWAS) account.

J. Resources

Readiness and Emergency Management for Schools (REMS) Technical Assistance (TA) Center; Guides for Developing Emergency Operations Plans www.rems.ed.gov/EOPGuides.aspx

Guide for Developing High-Quality School Emergency Operations Plans: At a Glance
www.rems.ed.gov/K12GuideForDevelHQSchool.aspx

Guide for Developing High-Quality School Emergency Operations Plans www.rems.ed.gov/docs/REMS_K-12_Guide_508.pdf

Readiness and Emergency Management for Schools (REMS) Technical Assistance (TA) Center
www.rems.ed.gov/toolbox.aspx

ALICE (Alert, Lockdown, Inform, Counter, Evacuate) Training Institute www.alicetraining.com

SBE/OSFM All Hazard Preparedness Guide for Illinois Schools www.isbe.net/Pages/School-Emergency-and-Crisis-Response-Plan-Guide.aspx

Illinois Emergency Management Agency (IEMA) www2.illinois.gov/ready/Pages/default.aspx

Schools/Campus - Resources www2.illinois.gov/ready/plan/Pages/Schools.aspx

School Safety Information Sharing Program (SSISP) www2.illinois.gov/ready/plan/Pages/Schools.aspx

Illinois Terrorism Task Force www2.illinois.gov/iema/ITTF/Pages/default.aspx

National Association of School Psychologists (NASP) - Recommendations for Comprehensive School Safety Policies www.nasponline.org/resources-and-publications/resources/school-safety-and-crisis

U.S. Secret Service (USSS) Active Shooter Related Research Prior Knowledge of Potential School-Based Violence: Information Students Learn May Prevent a Targeted Attack
www.secretservice.gov/data/protection/ntac/bystander_study.pdf

Bomb Threat Response Planning Tool, developed by the U.S. Dept. of Justice's Bureau of Alcohol, Tobacco, Firearms and Explosives and the U.S. Dept. of Education's Office of Safe and Drug Free Schools
www.threatplan.org/default.htm

School Crisis Guide - Help and Healing in a Time of Crisis, published by NEA Health Information Network
www.nea.org/assets/docs/NEA%20School%20Crisis%20Guide%202018.pdf

Attachment A

School Emergency Operations and Crisis Response Plan Format

Basic Plan

- | | |
|--|--|
| 1. Introductory Material | 3. Concept of Operations |
| 1.1 Promulgation Document and Signatures | 4. Organization and Assignment of Responsibilities |
| 1.2 Approval and Implementation | 5. Direction, Control, and Coordination |
| 1.3 Record of Changes | 6. Information Collection, Analysis, and Dissemination |
| 1.4 Record of Distribution | 7. Training and Exercises |
| 1.5 Table of Contents | 8. Administration, Finance, and Logistics |
| 2. Purpose, Scope, Situation Overview, and Assumptions | 9. Plan Development and Maintenance |
| 2.1 Purpose | 10. Authorities and References |
| 2.2 Scope | |
| 2.3 Situation Overview | |
| 2.4 Planning Assumptions | |

Functional Annexes

Note: This is not a complete list, but it is recommended that all SEOCRPs include at least the following functional annexes:

- | | |
|-------------------------------|------------------------------------|
| 1. Communications | 6. Reunification |
| 2. Evacuation | 7. Continuity of Operations (COOP) |
| 3. Shelter-in-Place | 8. Security |
| 4. Lockdown | 9. Recovery |
| 5. Accounting for All Persons | 10. Health and Medical |

Threat- or Hazard-Specific Annexes

Note: This is not a complete list. Each school's annexes will vary based on its hazard analysis.

- | | |
|---------------------------------|---------------------------------|
| 1. Hurricane or Severe Storm | 5. Mass Casualty Incident |
| 2. Earthquake | 6. Active Shooter |
| 3. Tornado | 7. Pandemic or Disease Outbreak |
| 4. Hazardous Materials Incident | |

Administrative Procedure - Targeted School Violence Prevention Program

This administrative procedure establishes a Targeted School Violence Prevention Program. It defines important terms and outlines actions for specific staff members.

This administrative procedure contains three sections as follows:

1. Glossary of Terms
2. Establishment and Function of Targeted School Violence Prevention Plan
3. Preparedness for a Targeted School Violence Crisis, Response, and Recovery

Glossary of Terms

Aberrant Behavior – Behavior that is atypical for the person or situation and causes concern for the safety or well-being of those involved. Aberrant behavior involves actions, statements, communications, or responses that are unusual for the person or situation; actions that could lead to violence toward self or others; or actions that are reasonably perceived as threatening or causing concern for the well-being of the person. These can include (but are not limited to):

- Unusual social distancing or isolation of subjects from peers and family members;
- Sullen or depressed behavior from a usually friendly and positive person;
- Out-of-context outbursts of verbal or physical aggression;
- Increased levels of agitation, frustration, and anger;
- Confrontational, accusatory, or blaming behavior;
- An unusual interest in or fascination with weapons; and/or
- Fixation on violence as a means of addressing a grievance.

School Environment – a school or school facility’s learning and working environment; it includes the physical environment of school buildings and grounds, all services and programs provided by the District, and the overall school climate.

School Climate – a part of the school environment, school climate is the quality and character of school life. School climate is based on patterns of students’, parents’, and staffs’ experience of school life; it also reflects norms, goals, values, interpersonal relationships, teaching and learning practices, and organizational structures.

School Threat Assessment Team – A multidisciplinary building-based behavior threat assessment team lead by the Building Principal and consisting of the Building Principal, associate or assistant principals, the school resource officer, one or two classroom teachers, a special education teacher, the school counselor, the school psychologist, the school social worker, and the school nurse. For information about the function of Threat Assessment Teams and their procedures, see 4:190-AP2, *Threat Assessment Team*.

Targeted School Violence – Includes school shootings and other school-based attacks where a school or a member of the school community was deliberately selected as the target of the attack and was not simply a random target of opportunity.

Targeted School Violence Prevention Plan – A District-wide plan that is incorporated as an annex into the District’s Emergency Operations Plan (EOP) template in 4:170-AP1, *Comprehensive Safety and Security Plan*. A Targeted School Violence Prevention Plan is collectively implemented by local school officials, District staff, students, families, and the community with the goal of preventing and identifying threats and targeted school violence. Under a properly implemented Targeted School Violence Prevention Plan, schools can respond to individuals/situations that raise safety concerns.

Threat – A concerning communication or behavior that indicates an individual poses a danger to the safety of the school, staff, students, or visitors through acts of violence or other behavior that could cause harm to self or others. The threat may be communicated verbally, through nonverbal behavior, in writing, electronically, or through any other means, and is considered a threat

regardless of whether it is observed by or communicated directly to the target of the threat or a third party, and regardless of whether the target of the threat is aware of the threat. For more information on types of threats, see the subhead entitled **Assessing and Classifying Threats** in 4:190-AP2, *Threat Assessment Team*.

Threat Assessment – A fact-based process emphasizing an appraisal of observed (or reasonably observable) behaviors to identify potentially dangerous or violent situations, to assess them, and to manage/address them.

Establishment and Function of Targeted School Violence Prevention Plan

Following are the strategic procedures to integrate a Targeted School Violence Prevention Plan into the District’s existing policies and procedures.

Actor	Action
Superintendent	Appoints members of the District Safety Team in addition to the Director of Safety and Security and Attorney for the District (see 4:170-AP1, <i>Comprehensive Safety and Security Program</i>) Determines whether to recommend that the Board assess the District’s conditions for development and learning (see 7:180-AP1, <i>Prevention, Identification, Investigation, and Response to Bullying</i> , for resources and more discussion).
Director of Safety and Security	Chairs and convenes District Safety Team meetings for the purpose of developing a Targeted School Violence Prevention Plan annex. Informs the Superintendent of the District Safety Team’s progress, needs, and recommendations as needed.
District Safety Team	Meets when called by the Director of Safety and Security for the purpose of: (1) developing a Targeted School Violence Prevention Plan annex, and (2) creating, implementing, and monitoring Threat Assessment Teams. For more information about the function of School Threat Assessment Teams, see 4:190-AP2, <i>School Threat Assessment Teams</i> . See Recommendation #1 from the <i>Recommendations of the Illinois Terrorism Task Force School Safety Working Group</i> , encouraging districts to establish Threat Assessment Teams, at iasb.mys1cloud.com/ITTFSchoolSafetyWorkingGroupRecs.pdf . Ensures that the District’s Targeted School Violence Prevention Plan annex complies with applicable civil rights and other State and federal laws. Ensures that all District staff are annually trained and understand the Targeted School Violence Prevention Plan annex, the role of the District Safety Team, and the role a School Threat Assessment Team. Ensures that procedures are maintained for effective information sharing between the District and local law enforcement agencies and community services agencies, including defining the threshold for law enforcement intervention. Regularly assesses the effectiveness of the Targeted School Violence Prevention Plan annex throughout the District, including the establishment of resources for central reporting mechanisms at the District-wide and school-building level.

Actor	Action
	<p>Identifies policies and procedures or equivalent topics that possibly affect the Targeted School Violence Prevention Plan annex, including but not limited to:</p> <ul style="list-style-type: none"> 1:20, <i>District Organization, Operations, and Cooperative Agreements</i> 2:150, <i>Committees</i> 2:240, <i>Board Policy Development</i> 3:40, <i>Superintendent</i> 3:60, <i>Administrative Responsibility of the Building Principal</i> 4:170, <i>Safety</i> 4:190, <i>Targeted School Violence Prevention Program</i> 5:100, <i>Staff Development Program</i> 5:130, <i>Responsibilities Concerning Internal Information</i> 5:230, <i>Maintaining Student Discipline</i> 6:65, <i>Student Social and Emotional Development</i> 6:120, <i>Education of Children with Disabilities</i> 6:235, <i>Access to Electronic Networks</i> 7:20, <i>Harassment of Students Prohibited</i> 7:130, <i>Student Rights and Responsibilities</i> 7:140, <i>Search and Seizure</i> 7:150, <i>Agency and Police Interviews</i> 7:170, <i>Vandalism</i> 7:180, <i>Prevention of and Response to Bullying, Intimidation, and Harassment</i> 7:190, <i>Student Behavior</i> 7:200, <i>Suspension Procedures</i> 7:210, <i>Expulsion Procedures</i> 7:230, <i>Misconduct by Students with Disabilities</i> 7:250, <i>Student Support Services</i> 7:340, <i>Student Records</i> 8:10, <i>Connection with the Community</i> 8:95, <i>Parental Involvement</i> 8:100, <i>Relations with Other Organizations and Agencies</i> <p>Recommends, through the Superintendent, proposed policy changes to the Board for consideration. See Board policy 2:240, <i>Board Policy Development</i>.</p> <p>Recommends and procures resources for stakeholder training.</p>
Building Principal	<p>Ensures the school's <i>Emergency Operations Plan (EOP)</i> is:</p> <ul style="list-style-type: none"> Available throughout schools (do not limit to office); Distributed to and discussed with local law enforcement; and Regularly reviewed with building staff. <p>Notifies and educates all staff, volunteers, and contractors of their duty to immediately report to the Building Principal or designee any expression of intent to harm another person, concerning communication, or concerning behavior that suggests an individual may intend to commit an act of violence.</p> <p>Notifies and educates staff, parent(s)/guardian(s), students, and community members: (1) to report individuals and situations of concern</p>

Actor	Action
	<p>to any school administrators or other authorities, i.e., local law enforcement, and (2) how school officials will address these concerns. Distributes Board policy 4:190, <i>Targeted School Violence Prevention Program</i>; 4:190-AP2, E6, <i>Targeted School Violence and Threat Assessment Education</i>; and 7:180-AP1, E2, <i>Be a Hero by Reporting Bullying</i>; and discusses what School Threat Assessment Teams are and what they do when they learn of threats and/or school violence.</p> <p>Assesses the feasibility of forming an anonymous tip line and organizing its management.</p> <p>When a tip or concern is raised, ensures School Threat Assessment Teams are trained to engage in their work. See 4:190-AP2, <i>School Threat Assessment Team</i>.</p>
<p>All District staff, volunteers, and contractors</p>	<p>Read 4:190-AP2, E6, <i>Targeted School Violence and Threat Assessment Education</i>.</p> <p>Immediately report to the Building Principal or designee any expression of intent to harm another person, concerning communication, or concerning behavior that suggests an individual may intend to commit an act of targeted violence.</p> <p>Upon belief that an individual/situation poses a clear and immediate threat of serious violence that requires containment, notify the school resource officer and/or law enforcement in accordance with the EOP. See 4:170-AP1, <i>Comprehensive Safety and Security Plan</i>.</p>
<p>School Board</p>	<p>Monitors Board policy 4:190, <i>Targeted School Violence Prevention Program</i>, and considers adopting changes recommended by the District Safety Team. See Board policy 2:240, <i>Board Policy Development</i>.</p> <p>Provides both the District Safety Team and School Threat Assessment Teams with appropriate resources, which may include providing resources and access for staff professional development opportunities. These opportunities should train staff to properly respond to individuals who provide them with information about a threat or school safety concern.</p>
<p>Superintendent/Building Principal</p>	<p>Ensures the student behavior policies referred to in student handbooks notify students that threatening behavior could subject a student to disciplinary consequences. See Board policies 7:180, <i>Prevention of and Response to Bullying, Intimidation, and Harassment</i>, and 7:190, <i>Student Behavior</i>.</p> <p>Ensures that staff responds to students who provide them with information about a threatening or concerning individual/situation.</p>

Preparedness for a Targeted School Violence Incident, Response, and Recovery

The following is an extension of 4:170-AP1, *Comprehensive Safety and Security Plan*. It outlines additional tasks for the Superintendent, Director of Safety and Security, and Building Principal(s) preparing for a targeted school violence incident that school officials can incorporate into trainings related to each existing school EOP.

Actor	Action
Superintendent, Building Principal, and District Safety Team	Examine 4:170-AP1, <i>Comprehensive Safety and Security Plan</i> , and recommend any changes to existing procedures to the Superintendent or Director of Safety and Security.
Director of Safety and Security	<p>Meets with District Safety Team to foster an understanding of what additional items each 4:170-AP1 District Safety Team (see 4:170-AP1, <i>Comprehensive Safety and Security Plan</i>) might add to its procedures to accomplish a response and recovery.</p> <p>Adds an agenda item to the 4:170-AP1 District Safety Team meetings specific to Targeted School Violence.</p> <p>Note: During a crisis, the Attorney for the District will be a crucial part of incident response and management because school officials must make split-second decisions, often with legal consequences to the District.</p> <p>The Director of Safety and Security is designated to inform parent(s)/guardian(s) and the community during an emergency and to keep pace with social media information.</p>
Superintendent and Building Principal(s)	<p>For incident preparedness and response, ensure that:</p> <p>4:170-AP1, <i>Comprehensive Safety and Security Plan, Part G, Material to be Included in Each Building EOP</i>, reflects each individual building's needs.</p> <p>4:170-AP1, <i>Comprehensive Safety and Security Plan, Part E, School Safety Drill Plan</i>, supports a Targeted School Violence Prevention Plan.</p> <p>School EOPs reflect each building's needs. Also ensure that multiple copies of each school's EOP exist, and direct that appropriate persons have access to the plan, e.g., local law enforcement authorities, etc. One copy in the Building Principal's office is insufficient.</p> <p>For emergency recovery, ensure that 4:170-AP1, <i>Comprehensive Safety and Security Plan, Parts I, J, and K</i>, reflects District needs.</p> <p>Recommend to the Director of Safety and Security any other additional emergency recovery items that the 4:170-AP1 District Safety Team deems necessary.</p>

Administrative Procedure – School Threat Assessment Teams

This procedure implements School Threat Assessment Teams. School Threat Assessment Team members are professional educators, mental health professionals, law enforcement professionals, and professionals from other disciplines as necessary who are trained in behavioral threat assessment. See 4:190-AP1, *Targeted School Violence Prevention Program*, for authority establishing School Threat Assessment Teams.

School Threat Assessment Teams function at the building level, taking direction from the District Safety Team. They address potential or developing threatening behavior exhibited not only by students, but from a broad range of individuals affecting the school environment, including:

- Students: current and former (and potentially prospective)
- Employees: current and former (and potentially prospective)
- Parents/guardians of students
- Persons who are (or have been) in relationships with staff or students
- Contractors, vendors or other visitors
- Unaffiliated persons

Customize this procedure to each School Threat Assessment Team's building-specific needs, and use it in conjunction with 4:190-AP1, *Targeted School Violence Prevention Program*; 4:190-AP2, E1, *Principles of Threat Assessment*; 4:190-AP2, E2, *Threat Assessment Documentation*; 4:190-AP2, E3, *Threat Assessment Key Areas and Questions; Examples*; 4:190-AP2, E4, *Responding to Types of Threats*; and 4:190-AP2, E5, *Threat Assessment Case Management Strategies*. This procedure contains five sections as follows:

1. Glossary of Terms
2. School Threat Assessment Team Formation, Development, and Responsibilities
3. Assessing and Classifying Threats
4. Responding to and Managing Threats
5. Reporting Threats to Outside Agencies

Glossary of Terms

Individual of Concern – an individual who has been identified to pose a threat of violence or serious harm to self/others.

Target – a school or an individual who is the intended target of the threat posed by the subject of concern.

Threat Assessment – A fact-based process emphasizing an appraisal of observed (or reasonably observable) behaviors to identify potentially dangerous or violent situations, to assess them, and to manage/address them.

School Threat Assessment Team – A multidisciplinary building-based behavior threat assessment team lead by the Building Principal and consisting of the Building Principal, associate or assistant principals, the school resource officer, one or two classroom teachers, a special education teacher, the school counselor, the school psychologist, the school social worker, and the school nurse.

School Threat Assessment Triage Team – Consists of at least two members of the School Threat Assessment designated by the Building Principal to triage reported cases of threatening behavior. Screens cases to determine if sufficient resources exist to address concerns or if review and/or action by the full School Threat Assessment Team is appropriate.

Types of Threats –

Low-Risk Threat: The individual/situation does not appear to pose a threat of violence or serious harm to self/others at this time, and any exhibited issues/concerns can be resolved easily.

Moderate-Risk Threat: The individual/situation does not appear to pose a threat of violence or serious harm to self/others at this time, but exhibits behaviors that indicate a continuing intent and potential for future violence or serious harm to self/others, and/or exhibits other concerning behaviors that require intervention.

High-Risk Threat: The individual/situation appears to pose a threat of violence, exhibiting behaviors that indicate both a continuing intent to harm and efforts to acquire the capacity to carry out the plan, and may also exhibit other concerning behaviors that require intervention.

Imminent Threat: The individual/situation appears to pose a clear and immediate threat of serious violence toward self/others that requires containment and action to protect a school environment and/or identified or identifiable target(s), and may also exhibit other concerning behaviors that require intervention.

School Threat Assessment Team Formation, Development, and Responsibilities

Following are tasks to integrate School Threat Assessment Teams into the District's Targeted School Violence Prevention Plan.

Actor	Action
Superintendent or designee	Ensures School Threat Assessment Teams are trained in threat assessment by a threat assessment expert. Many threat assessment publications outline that the best practice is for the entire School Threat Assessment Team, as a team, to attend in-person threat assessment training by a threat assessment expert. Free statewide training is available through the Ill. School and Campus Safety Program, at: www2.illinois.gov/ready/plan/Pages/schools-training.aspx .
Building Principal	Selects School Threat Assessment Team members with expertise in: School administration, e.g., a principal or other senior administrator from the school(s) covered by the School Threat Assessment Team; Instruction, e.g., a teacher teachers with recent instructional experience; Counseling, e.g., a school counselor, school psychologist and/or school social worker; Law enforcement, e.g., a school resource officer; Being a staff member in the building; and Other community resource persons (as members or consultants as determined by the School Threat Assessment Team). Designates a School Threat Assessment Triage Team. See 4:190-AP2, E2, <i>Threat Assessment Documentation</i> . When a tip or concern is raised, activates the School Threat Assessment Team and uses this procedure.
School Threat Assessment Team	Receives education and seeks training resources, including 4:190-AP2, E1, <i>Principles of Threat Assessment</i> . Receives threat assessment training by a threat assessment expert. Commits to work collaboratively with each other, with other school staff, and (as appropriate) with community resource persons to support the safety of the school, its students, and its staff.

Actor	Action
	<p>Actively, lawfully, and ethically communicates with each other, District administrators, and other school staff who have a need to know particular information to support the safety of the school, its students, and its staff.</p> <p>Trains staff, students, parents/guardians, and other members of the school community to recognize and report possible threats by conducting presentations, broadly disseminating relevant information, and ensuring access to consultation from the School Threat Assessment Team.</p> <p>Identifies and trains members of the school community who can take reports of possible threats.</p> <p>Effectively implements Board policy 4:190, <i>Targeted School Violence Prevention Program</i>.</p>

Assessing and Classifying Threats

When a threat is reported, the Building Principal and School Threat Assessment Team assess and classify the threat using the criteria and process outlined below.

Actor	Action
Building Principal	<p>Educates him/herself about <i>types</i> of threats.</p> <p>Determines if an imminent threat exists. If an imminent threat exists, notifies law enforcement in accordance with 4:170-AP1, <i>Comprehensive Safety and Security Plan, Part G, Emergency Operations Plan (EOP)</i>.</p>
Building Principal and/or School Threat Assessment Triage Team	<p>If no imminent threat exists, or once an imminent threat is contained, triages threat (with the School Threat Assessment Triage Team, if one is designated by the Building Principal) to determine if the full School Threat Assessment Team must be involved. See 4:190-AP2, E2, <i>Threat Assessment Documentation</i>.</p> <p>Triage may include:</p> <ul style="list-style-type: none"> Reviewing the threatening communication and/or behavior. Reviewing school and other records for any prior history or interventions with the individual(s) involved. Evaluating the threat in context so that the meaning of the threat and intent can be determined by, among other things, conducting timely and thorough interviews (as necessary) with the person(s) who reported the threat, the threat recipient(s)/target(s), other witnesses who have knowledge of the threat, and when reasonable, the individual of concern who allegedly engaged in the threatening communication and/or behavior. <p>If the full School Threat Assessment Team needs to be involved, convenes it as soon as possible.</p>
School Threat Assessment Team	<p>Assesses the threat. See 4:190-AP2, E3, <i>Threat Assessment Key Areas and Questions; Examples</i>, for key questions to ask the person(s) who reported the threat, the threat recipient(s)/target(s), other witnesses, and the individual of concern in order to assess the threat.</p>

Actor	Action
	<p>Once the assessment is complete, classifies the threat using the following basic criteria:</p> <p>Documents the threat assessment and classification using 4:190-AP2, E2, <i>Threat Assessment Documentation</i>, and ensures that School Threat Assessment Team documentation is:</p> <ul style="list-style-type: none"> Fair – sought to understand situations and give individuals an opportunity to be heard and understood; Objective – sought information based on facts and observations of the case and not speculation or bias; Reasonable – engaged in responses that were effective and proportionate to the situation; and Timely – quickly and responsively addressed reports of threatening behavior.

Responding to and Managing Threats

Actor	Action
<p>School Threat Assessment Team</p>	<p>Identifies appropriate responses to the threat based upon its level. See 4:190-AP2, E4, <i>Responding to Types of Threats</i>, for guidance on responses to each threat level.</p> <p>Develops, implements, and monitors an individualized, fact-based case management plan to intervene with, address, and reduce the threat by:</p> <ul style="list-style-type: none"> Designating a School Threat Assessment Team member as case manager to monitor the status of the subject and to notify the School Threat Assessment Team of any change in status, response to interventions/referrals, or additional information that would be cause for reassessment and/or changes in interventions strategies; Assisting the individual of concern, and any impacted staff or students, in accessing appropriate school and community-based resources for support and/or further intervention; Appointing one or more School Threat Assessment Team members to engage directly with the individual of concern to prevent the individual from becoming isolated; and Using the least intrusive interventions and strategies that are sufficient, fair, and reasonable to address the concerns identified. See 4:190-AP2, E5, <i>Threat Assessment Case Management Strategies</i>, for interventions and strategies, including those that are subject-based, target-based, and environmental/systems-based. <p>Documents this process and any case updates using 4:190-AP2, E2, <i>Threat Assessment Documentation</i>.</p> <p>Submits updates regularly, e.g., at least every 30 days, until the case is resolved and the individual of concern no longer poses a threat to the school, its students, or its staff.</p> <p>Maintains documentation in accordance with Board policy, State records laws, and administrative procedures.</p>

Reporting Threats to Outside Agencies

Following is the process to notify the local law enforcement agency and/or the Ill. Dept. of State Police (ISP) about certain types of threats:

Actor	Action
<p>Superintendent or designee</p>	<p>Reports to the local law enforcement agency batteries committed against teachers, teacher personnel, administrative personnel, or educator support personnel. 105 ILCS 5/10-21.7.</p> <p>Immediately notifies the local law enforcement agency and the ISP upon receiving a report from any school personnel regarding a verified incident involving:</p> <ul style="list-style-type: none"> A firearm in a school or on school-owned or leased property. 105 ILCS 5/10-27.1A). Drugs in a school or on school-owned or leased property, including any conveyance owned, leased, or used by the school for the transport of students or school personnel. 105 ILCS 5/10-27.1A(b).
<p>Building Principal</p>	<p>Reports to the local law enforcement agency threats to the safety and welfare of students and teachers by illegal use of drugs and alcohol, by illegal use or possession of weapons, or by gang activity. 105 ILCS 5/10-21.4a.</p> <p>Reports other threats to the local law enforcement agency as necessary and appropriate.</p> <p>Immediately notifies the local law enforcement agency upon receiving a report that any person has been observed in possession of a firearm on school grounds (other than a law enforcement official engaged in the conduct of his or her official duties).</p> <ul style="list-style-type: none"> If the person found to be in possession of a firearm on school grounds is a student, the Building Principal or designee shall also immediately notify the student's parent/guardian. 105 ILCS 5/10-21.7A(b). <p>Reports directly to the ISP within 24 hours of a determination that a student or other person poses a clear and present danger to himself, herself, or others. 430 ILCS 66/105 and 405 ILCS 5/6-103.3; 20 Ill. Admin. Code §1230.120(b).</p>

Exhibit - Principles of Threat Assessment

This exhibit is a resource to educate Building-level School Threat Assessment Team members about the assumptions and principles underlying behavioral threat assessment.

Assumptions

The following assumptions are informed by findings of the U.S. Secret Service and U.S. Dept. of Education's *Safe School Initiative*, as well as other research about targeted violence occurring in or related to educational settings. Key assumptions include:

1. Incidents of targeted violence at school/workplaces are rarely sudden, impulsive acts.
2. In addition to students, others also engage in targeted violence in schools, including administrators, teachers, other staff, parent(s)/guardian(s) of students, contractors, people in relationships with staff or students, and even people with no connection with the school.
3. Prior to most incidents of targeted violence, other people knew about the individual's idea and/or plan to attack.
4. Most individuals who perpetrated violence engaged in some behavior, prior to the incident, which caused others to have serious concerns about their behavior and/or well-being.
5. Many individuals who perpetrated violence had significant difficulties with losses or failures. Many were suicidal.
6. Many individuals who perpetrated violence felt bullied, persecuted, or injured by others prior to engaging in violence.
7. In many cases, others, e.g., staff, students, peers, family members, etc., were involved in some way, such as helping with plans or preparation for violence, encouraging violence, or failing to report (or take other steps) to prevent violence.
8. Most individuals who perpetrated violence did not threaten their targets directly prior to engaging in violence.
9. Violence is a dynamic process. No one is either always dangerous or never dangerous. Rather, the risk for violence is an interaction between the individual, the situation, circumstances, provocations, and inhibitory factors that are present.

The fact that most individuals engaged in pre-incident planning and preparation, and frequently shared their intentions, plans and preparations with others, suggests that the information about targeted violence is likely to be uncovered through a sound threat assessment process.

Targeted violence is the end result of a process of thinking and behavior that begins with an **idea**, e.g., to use violence to address a real or perceived grievance. The process of thinking and behavior progresses to the development of a **plan** and moves on to **preparation** and acquiring the means, e.g., weapons, training, capacity, access, to carry out the plan. The culmination, regrettably, can be in **violence**. A graphic representation of this process, the *Pathway to Violence*, is shown in Figure 1.

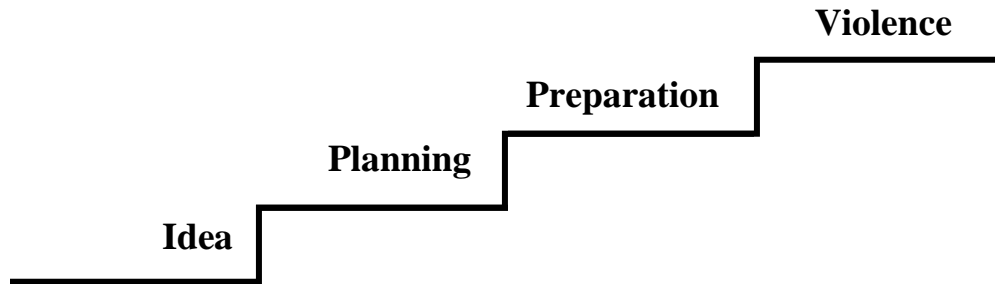


Figure 1: the *Pathway to Violence*

This process indicates opportunities to observe, identify, and intervene with threatening and/or aberrant behaviors that cause concern for violence by, or for the well-being of, the individual. Frequently, information about an individual's ideas, plans, and preparations for violence can be observed before violence occurs. However, information is likely to be scattered and fragmented. For example, a teacher may see a certain set of behaviors of an individual in her class, a coach observes other behaviors or expressed thoughts by the individual, a school resource officer has other concerns, and a school administrator is aware of certain conduct violations. The challenge, and the key, is to act quickly upon initial reports of concern, gather other pieces of the puzzle, and assemble them to determine what picture emerges.

Principles

To determine the risk of a threat, the School Threat Assessment Team focuses on actions/behaviors, communications, and specific circumstances that might suggest that an individual intends to engage in violence and is planning or preparing for that event. The threat assessment process is centered upon an analysis of the known (or reasonably knowable) behavior(s) in a given situation.

School Threat Assessment Teams train to focus on the following core principles of threat assessment:

- 1. The central question in a threat assessment inquiry is whether an individual poses a threat (i.e., is building the capability to cause harm), not just whether the person has made a threat (directly expressed intent to harm).** Research on targeted violence in schools and workplaces has found that fewer than 20 percent of violent perpetrators communicated a direct or conditional threat to their target before the violence. In the majority of incidents, perpetrators did not directly threaten their targets, but they did communicate their intent and/or plans to others before the violence. This indirect expression or third party communication of intent to cause harm is often referred to as *leakage*. The absence of a direct threat should not, by itself, cause a team to conclude that a subject does not pose a threat to others.
- 2. Targeted violence is the end result of an understandable, and often discernable, process of thinking and behavior, often referred to as the *Pathway to Violence*, noted above in Figure 1.** Individuals who committed targeted violence did not “just snap,” but engaged in a process of thought and escalation of action over days, weeks, months, and even years.

3. **Targeted violence stems from an interaction among the individual(s) of concern, target(s), environment, and precipitating events.** Identifying, preventing, and intervening with acts of violence requires a focus on these four components and their interaction. A focus on the *individual of concern* should provide insight into how the individual perceives and deals with conditions, often stressful, in his or her life and the intensity of effort they direct toward planning and preparation for violence. A focus on the *target* examines choices and coping strategies they are using or responding with that may increase or decrease their risk for harm. A focus on the *environment* examines the school/workplace climate and systemic issues that contribute to the risk of violence, or do not discourage it. A focus on *precipitating* events examines critical stressors or events such as bullying, personal losses, enforcement actions, or even School Threat Assessment Team interventions that may increase or decrease the risk for violence.
4. **An investigative, skeptical, inquisitive mindset is critical to successful threat assessment.** Those who carry out threat assessment must strive to be both accurate and fair, continuing throughout the assessment process both to gather pieces of information and to fit the pieces into a larger picture to gain understanding of the context and situation.
5. **Effective assessment is based upon facts and observations of behavior, rather than on characteristics, traits, or profiles. Perpetrator profiles do not provide a reliable basis for making judgments of the threat posed by a particular individual.**
6. **An integrated systems approach, coordinating between local agencies and service systems within the school and community, should guide the threat assessment and management process.** Relationships with agencies and service systems within the school (e.g., school psychologist, school social worker, school counselor, administrators, etc.) and community (e.g., mental health providers, juvenile justice system, child welfare agencies, law enforcement, etc.) are critical to identifying, assessing, and managing individuals who are on the *Pathway to Violence*.

Exhibit - Threat Assessment Documentation

Imminent threats require immediate containment and action to protect the District's environment and/or identified or identifiable target(s). A School Threat Assessment Team does not document its activities in response to an imminent threat until after the threat is contained.

The Virginia Center for School and Campus Safety has created a model *School Threat Assessment Triage and Assessment Form* (Form) containing eight parts, on pages 31-41 in a publication entitled *Threat Assessment in Virginia Public Schools: Model Policies, Procedures, and Guidelines*, Second Edition (2016), Virginia Center for School and Campus Safety, Virginia Dept. of Criminal Justice Services at: www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/law-enforcement/threat-assessment-model-policies-procedures-and-guidelinespdf.pdf.

The Form contains investigation questions designed to help a School Threat Assessment Team gather information to identify, assess, classify, respond to, and manage threats of targeted violence to the District's environment. Modify the questions on the Form to reflect the District's local conditions and each School Threat Assessment Team's specific building needs. Members of the School Threat Assessment Team should use the Form to document threat assessment activities and in conjunction with 4:190-AP1, *Targeted School Violence Prevention Program*; 4:190-AP2, *School Threat Assessment Team*; 4:190-AP2, E1, *Principles of Threat Assessment*; 4:190-AP2, E3, *Threat Assessment Key Areas and Questions; Examples*; 4:190-AP2, E4, *Responding to Types of Threats*; and 4:190-AP2, E5, *Threat Assessment Case Management Strategies*.

Consult the Attorney for the District for recordkeeping procedures when or if the information gathered and entered in the Form is placed in a student's temporary record. See also Board policy 7:340, *Student Records*.

Exhibit - Threat Assessment Key Areas and Questions; Examples

This exhibit provides examples for Building-level School Threat Assessment Team members to use when assessing reports of threats to the District's environment. School Threat Assessment Team members use this exhibit to assess a threat while following 4:190-AP2, *School Threat Assessment Team*.

Key Areas of Assessment

Review and use the following **key areas** of assessment. This is not intended as an exhaustive or complete list of areas of inquiry. Additional questions may be asked for clarification and/or to probe more deeply to fully understand the circumstances.

Before conducting an interview with an individual of concern: (1) learn the facts that brought the individual to the attention of school administrators and others; and (2) review information about the individual's background, interests, and behaviors.

Key Area: Interview with person(s) who reported the threat, threat recipient(s)/target(s), and other witness(es): Interview, when possible, all persons who witnessed the reported and/or concerning behavior, including the individual of concern and all recipients/targets. Inform the individual of concern that the primary purpose of the interview is to gather information about a possible situation of concern and, when possible, prevent harm to staff members and/or students.

Ask potential targets of the threat about their relationship to the individual of concern and any recent interactions with him or her. Gather information about grievances and grudges that may exist in these relationships. Conduct interviews of potential targets with special sensitivity and gather information without alarming them. If you believe a risk of violence to a potential target exists, offer him/her any available assistance and support for their safety.

Because the process provides a revised understanding of the situation in real time, always review new incoming information and re-evaluate the threat. Maintain contact with the targets to obtain information about any more concerning behaviors, improvements to the situation, or other developments.

Key Area: Review records and consult with staff who know the individual of concern: Background information may assist with the approach to and questioning of the individual of concern. It may also help determine whether the individual of concern poses a threat to particular targets. Knowing background information before the interview may help determine whether the individual of concern is honest. Areas that may contain helpful background information include:

- Recent or historical work or school performance history
- Disciplinary or personnel actions
- Prior School Threat Assessment Team contacts
- Law enforcement or security contacts at school and/or in the community
- Any involvement with mental health or social services
- Presence of problems in the individual of concern's life
- Current or historical grievances that may be related to the behavior of concern
- Electronic searches: Internet, social media, email, etc.

Key Area: Interview with the individual of concern: Directly ask an individual of concern who is a staff member or student about his/her reported actions and/or intentions. Many individuals of concern will respond truthfully to direct questions when they are asked in a non-judgmental manner. This interview could elicit important information to understand an individual of concern's situation and identify possible targets, which can assist the assessment of the risk of violence. More leads for further assessment may also arise.

Interviews send the message to the individual of concern that the District noticed his/her behavior, and it caused concern. They also provide the individual of concern an opportunity to: (1) tell his/her perspective, background, and intent; (2) be heard and experience support; and (3) reassess and redirect his/her behavior away from concerning activities. To an individual of concern who has mixed feelings about attacking, an interview may suggest people are interested in his/her welfare, and that there are better, more effective, ways to deal with challenges or with specific people.

While interviewing an individual of concern might provide valuable information, relying solely on that interview to make judgments about whether the individual poses a threat likely presents problems. Information offered during the interview may be incomplete, misleading, or inaccurate; and seeking corroboration and verifying information learned during the interview is very important.

Key Questions to Ask

Thoughtful consideration of the answers to the following key questions will produce a foundation for the School Threat Assessment Team's response to the main question in its assessment: Does the individual of concern pose a threat of targeted violence toward the District's environment?

Examine information gathered for evidence of behavior and conditions that suggest the subject is planning and preparing for an act of violence and/or to cause harm to him/herself or others in the District environment. Based on a review of the totality of the information available, try to answer the following questions:

1. What are the individual of concern's motive(s) and goal(s)? What first brought him/her to someone's attention?

Does the individual of concern have a major grievance or grudge? If so, against whom?
Does the situation or circumstance that led to these statements or actions still exist?
What efforts have been made to resolve the problem and what was the result?
Does the individual of concern feel that any part of the problem is resolved or see any alternatives?
Has the individual of concern previously come to someone's attention or raised concern in a way that suggested he or she needs intervention or supportive services?

2. Have there been any communications suggesting ideas, intent, planning, or preparation for violence?

What, if anything, has the individual of concern communicated to someone else (targets, friends, co-workers, others) or written in a diary, journal, email, or website concerning his/her grievances, ideas and/or intentions?
Do the communications provide insight about ideation, planning, preparation, timing, grievances, etc.?
Has anyone been alerted or *warned away*?

3. Has the individual of concern shown any inappropriate interest in, fascination, and/or identification with other perpetrators and/or incidents of mass or targeted violence, e.g., terrorism, school/workplace shootings, mass murderers:

Previous perpetrators of targeted violence?
Grievances of perpetrators?
Weapons/tactics of perpetrators?
Effect or notoriety of perpetrators?

4. Does the individual of concern have, or is he/she developing, the capacity to carry out an act of targeted violence?

How organized is the individual of concern's thinking and behavior?
Does the individual of concern have the means, e.g., access to a weapon, to carry out an attack?
Is he/she trying to get the means to carry out an attack?
Has he/she developed the will and ability to cause harm?

Has he/she practiced or rehearsed for the violence?

What is the *intensity of effort* expended in attempting to develop the capability?

5. Is the individual of concern experiencing hopelessness and/or desperation?

Is there information to suggest that the individual of concern is feeling hopeless or desperate?

Has the individual of concern experienced a recent failure, loss, and/or loss of status?

Is the individual of concern having significant difficulty coping with a stressful event?

Has the individual of concern engaged in behavior that suggests that he/she has considered suicide?

6. Does the individual of concern have a positive, trusting, sustained relationship with at least one responsible person?

Does the individual of concern have at least one friend, colleague, family member, or other person that he/she trusts and can rely upon for support, guidance or assistance?

Is that trusted person someone that would work collaboratively with the School Threat Assessment Team for the well-being of the individual of concern?

Is the individual of concern emotionally connected to other people or becoming more socially isolated?

7. Does the individual of concern see violence as an acceptable, desirable – or the only – way to solve a problem?

Does the individual of concern still perceive alternatives to violence to address his/her grievances?

Does the setting around the individual of concern (friends, colleagues, family members, others) explicitly or implicitly support or endorse violence as a way of resolving problems or disputes?

Has the individual of concern been “dared” by others to engage in an act of violence?

Has the individual of concern expressed sentiments of finality or desperation to address grievances?

8. Are the individual of concern’s conversation and story consistent with his/her actions?

Does information from other interviews and the individual of concern’s own behavior confirm or dispute what the individual says is happening and how he/she is dealing with it?

Is there corroboration across sources or are the individual of concern’s statements at odds with his/her actions?

9. Are other people concerned about the individual of concern’s potential for violence?

Are those who know the individual of concern concerned about him/her: (a) taking action based on violent ideas or plans; (b) targeting a specific person; or (c) engaging in protective actions, e.g., distancing, avoiding, minimizing conflict, etc.?

10. What circumstances might affect the likelihood of an escalation to violent behavior?

What events or situations in the individual of concern’s life, now or in the near future, may increase or decrease the likelihood that the individual will engage in violent behavior?

Are School Threat Assessment Team’s interventions escalating, de-escalating, or having no effect on movement toward violence?

What is the response of others who know about the individual of concern’s ideas or plans? Do others: (a) actively discourage the subject from acting violently; (b) encourage the subject to attack; (c) deny the possibility of violence; or (d) passively collude with an attack, etc.?

Exhibit – Responding to Types of Threats

After a threat is assessed, use this exhibit with subhead **Responding to and Managing Threats** in 4:190-AP2, *School Threat Assessment Team*. Each threat level listed provides research-based appropriate responses for School Threat Assessment Teams.

Imminent Threat Responses

Imminent threats require immediate: containment and action to protect the target, referral to law enforcement, and consultation with the school resource officer. Following containment and action to protect the target, the School Threat Assessment Team becomes involved and follows the procedures set forth in High-Risk Threat Responses.

Low-Risk Threat Responses

Resolve a low-risk threat case with any of the following, as appropriate:

1. No further action;
2. Have involved individuals issue a clarification, explanation, retraction and/or an apology;
3. Refer the individual of concern for disciplinary action in accordance with Board policy; and/or
4. Refer the individual of concern and/or target to school and/or community-based resources.

If the individual of concern and/or target is referred for resources or services, a member of the School Threat Assessment Team is designated to monitor the individual of concern's/target's reactions for a short period of time, to ensure the referral was effective.

When the target is a student the School Threat Assessment Team may, at its discretion, notify the target and his/her parent(s)/guardian(s). If the parent(s)/guardian(s) are notified, contact them promptly and reassure them that the threat has been resolved. That School Threat Assessment Team may also notify parent(s)/guardian(s) of the individual of concern, so they are aware of the situation and that it has been resolved.

If new information comes to the attention of the School Threat Assessment Team, reassess and update the case management plan.

Moderate-Risk Threat Responses

Resolve a moderate-risk threat case with any of the following, as appropriate:

1. Protect the target with the following precautions:
 - a. Direct supervision to prevent the threat while at school, at school functions, or on the bus.
 - b. Caution the individual of concern about the consequences of carrying out the threat.
 - c. Notify the target and (if he/she is a student) the target's parent(s)/guardian(s) of the threat, the seriousness of the threat, the identity of the individual of concern who made the threat, and what actions are being taken to support the safety of the target and the school as a whole.
 - d. When the individual of concern is a student, contact the individual's parent(s)/guardian(s) to assume responsibility for supervising the individual and to enlist their support to prevent the individual from carrying out the threat.
2. Consult with the school resource officer to assist in monitoring and supervising the individual of concern and determine the need, if any, for law enforcement action.
3. Refer the individual of concern for disciplinary action in accordance with Board policy.
4. Refer the individual of concern and/or target for counseling, conflict mediation, or other interventions to reduce the threat and to address the underlying conflict/issues that led to

the threat. The Building Principal will involve school-based professionals and/or community-based professionals who can provide assistance and appropriate intervention.

5. Conduct a mental health risk assessment when the School Threat Assessment Team reasonably believes that mental health or disability issues are causing or contributing to the risk of violence. Follow parameters for the mental health risk assessment as outlined in High-Risk Threat Responses, below.

High-Risk Threat Responses

Resolve a high-risk threat with any of the following, as appropriate:

1. Notify law enforcement to contain the threat and to consult regarding school resource officer.
2. Immediately protect the target with the following precautions:
 - a. Direct supervision to prevent the threat while at school, at school programs, or on the bus.
 - b. Caution the individual of concern about the consequences of carrying out the threat.
 - c. Notify the target and (if he/she is a student) the target's parent(s)/guardian(s) of the threat, the seriousness of the threat, the identity of the individual of concern who made the threat, and what actions are being taken to support the safety of the target and the school as a whole.
 - d. When the individual of concern is a student, contact the individual's parent(s)/guardian(s) to enlist their support to prevent the individual from carrying out the threat; have either law enforcement or the individual's parent(s)/guardian(s) assume responsibility for supervising the individual of concern.
3. Refer the individual of concern for disciplinary action in accordance with Board policy.
4. Conduct a mental health risk assessment when the School Threat Assessment Team reasonably believes that mental health or disability issues are causing or contributing to the risk of violence. The mental health risk assessment will be conducted by a qualified independent medical/psychological professional who does not have a treatment relationship with the individual of concern. The professional will base his/her assessment on a review of all available information, including but not limited to an interview of the individual of concern by the professional. The professional will prepare a written report that identifies the problem/conflict that prompted the threat and recommends strategies to address the problem/conflict and to reduce the risk of violence.
 - a. The Building Principal will determine the conditions for the individual of concern's readmission to school, which may include requiring the individual to cooperate in a mental health evaluation. If the individual is a student, the parent(s)/guardian(s) will be notified of all readmission requirements and of any failure to comply. A readmission meeting will be held prior to the individual's return to school.
 - b. The School Threat Assessment Team will attempt to obtain any required signed permission for release and exchange of information with mental health provider(s), if any, and where appropriate, LLEAs.
 - c. After receiving the mental health risk assessment report, the School Threat Assessment Team will convene to complete and implement a written safety plan that includes immediate steps to prevent the threat from being carried out and a plan for further action before the individual of concern is permitted to return to school or an alternative educational environment. The safety plan will include:
 - Readmission conditions;
 - Interventions, such as counseling or medication, that are needed to reduce risk;
 - Scheduled follow-up contact with the individual of concern (and parent(s)/guardian(s) if individual of concern is a student) to assess changes

in risk and update the safety plan over time, until the perceived threat is resolved; and

The identities of person(s) responsible for monitoring and verifying that the safety plan is being followed.

A student/staff member should only be removed if the threatening behaviors engaged in by the individual of concern are a violation of the code of conduct/Board policy, and when all applicable disciplinary procedures are followed.

In the event that applicable disciplinary procedures are not available to school-based staff, and the school administration or School Threat Assessment Team believes the individual of concern poses a significant risk to the health or safety of others that cannot be eliminated by a modification of policies, practices, or procedures, or by the provision of auxiliary aids or services as provided in federal regulations implementing the Americans with Disabilities Act of 1990 (ADA) at 28 C.F.R. §35.139, the ADA's direct threat standard may be applied. Before applying the ADA's direct threat standard, the Building Principal will contact the District's Director of Special Education and Attorney for the District.

Exhibit – Threat Assessment Case Management Strategies

Case management is a critical component of School Threat Assessment Team work. School Threat Assessment Teams use this exhibit to examine four types of research-based case management strategies when developing a case management plan in response to a threat. Types include: individual of concern-based, target-based, environmental/system, and monitoring for the impact of precipitating events. See subhead **Responding to and Managing Threats** in 4:190-AP2, *Threat Assessment Team (TAT)*.

Case management integrates interventions, as appropriate, across the following relevant domains:

- S** De-escalate, contain, or control the **individual of concern** who may take violent action;
- T** Decrease vulnerabilities of the **target**;
- E** Modify physical and cultural **environment** and systems to discourage escalation; and,
- P** Prepare for and mitigate against **precipitating events** that may trigger adverse reactions.

Individual of Concern-Based Case Management Strategies

Schools regularly use many of the following examples of interventions or strategies to address inappropriate behavior including, but not limited to, threatening behavior. School Threat Assessment Teams focus on interventions that de-escalate, contain, control, and redirect the individual of concern away from plans and preparation for violence; and toward engaging with others, problem solving, adapting, and improving their coping skills and well-being. Examples include, but are not limited to:

1. Maintain channel of communication and engagement (with individual of concern) to:
 - a. Gather information
 - b. Build rapport and relationship
 - c. Decrease isolation
 - d. De-escalate volatile reactions
 - e. Provide feedback and mentoring
 - f. Monitor reactions to grievances, interventions, and precipitating events
2. Problem-solving about legitimate grievances
3. Referral for assistance or support services, such as:
 - a. Academic assistance or accommodations
 - b. Social skills training
 - c. Behavioral contracting
 - d. Modification of student classroom assignment or schedule
 - e. Modification of work schedule or assignments
 - f. Alternative schooling/home schooling
 - g. Involvement in extra-curricular activities
 - h. Performance improvement plans
 - i. Peer coaching/mentoring
4. Counseling/mental health services, such as:
 - a. Check-in/check-out with school counseling staff
 - b. Outpatient counseling/mental health care
 - c. Emergency psychiatric evaluation
5. Disciplinary measures, such as:
 - a. Individual of concern confrontation or warning
 - b. Administrative orders for no contact or communication
 - c. Detention
 - d. Suspension
 - e. Termination/expulsion

Adopted: July 15, 2020

Reviewed: May 2020

Amended:

- f. Law enforcement involvement
- g. Court-issued protective orders
- h. Diversion programs

School Threat Assessment Teams select intervention strategies with the greatest potential for addressing short-term crises as well as longer-term preventive power. While holding students and staff accountable for their actions, school administrators will be fair and reasonable in disciplinary responses. Disciplinary responses may be combined with other actions such as parent/guardian conferences, modifications of student classroom assignment or schedule, and referrals to in-school and community-based programs.

School Threat Assessment Teams recognize that even fair and reasonable discipline can be perceived by the individual of concern as punitive discipline, which may lead to escalating threatening behavior. Suspension, expulsion or termination may risk triggering an immediate or delayed violent response unless they are coupled with containment and support. Suspension, expulsion, or termination options that focus solely on accountability and controlling the individual of concern do not address the ongoing challenges of:

1. Moving the individual of concern away from thoughts and plans of, and capacity for, violence and/or disruption;
2. Connecting the individual of concern to resources (when needed);
3. Mitigating organizational/systemic factors; and
4. Monitoring the individual of concern when he/she is no longer connected to the District.

In addition, a student who is suspended or expelled is often under less supervision than if he/she were to remain in a school setting. A student who is expelled may conclude: "I have lost everything. I have only a short time to act. I will give them what they deserve." TATs consider and plan for those responses by using separation strategies intentionally, being aware of their limitations, and anticipating their consequences.

Target-Based Case Management Strategies

School Threat Assessment Teams attempt to minimize risk and negative impact on targets and seek to maintain contact with targets (where appropriate) to help monitor the actions and impact of the individual. Examples of target-based case management strategies include, but are not limited to:

1. Coaching regarding personal safety approaches in dealing with the individual of concern:
 - a. Clear statements to the individual of concern, e.g., "relationship/contact is unwanted" or "stop all contact and/or communication"
 - b. Avoid subsequent contact/response
 - c. Document all further contacts
 - d. Do not engage emotionally, monitor "buttons" getting pushed
2. Minimize publicly available information, e.g., by scrubbing internet information, checking privacy settings on social media applications
3. Maintain awareness of surroundings
4. Vary routine
5. Develop contingency plans for escape, shelter, and support
6. Encourage use of support systems, e.g., counseling/mental services and victim assistance programs

Environmental/System Case Management Strategies

School Threat Assessment Teams take a holistic view of the situation, monitoring for underlying systemic causes that may be contributing not just to a given case, but perhaps to a range of cases over time. This level of intervention focuses on group and subgroup behavior, not just that of the individual of concern or target. Strategies include, but are not limited to:

1. Address systemic, policy, or procedural problems that may serve as precipitating events across cases
2. Bullying prevention/intervention programs
3. Enhance school/workplace climate – build and support a caring community
4. Intervene with associates that support or encourage violent behavior
5. Enhance conflict management skills of subgroups
6. Identify and address gaps in awareness of reporting and intervention options
7. Identify and address gaps in the threat assessment and management process

Monitoring for the Impact of Precipitating Events on Case Management

School Threat Assessment Teams recognize that cases do not occur in a vacuum and that life continues while they are assessing and intervening with a given case. School Threat Assessment Teams maintains an ongoing, long-term approach to anticipating, monitoring for, and (to the extent possible) managing the impact of potential precipitating events such as:

1. Loss impacting the individual of concern, e.g., job or income, status, relationship, health, rejection/ostracization
2. Injustice
3. Implementation of administrative notices/court orders
4. Violation of administrative notices/court orders
5. Anniversary events, e.g., date of beginning of relationship, date of end of relationship, date served with court orders/separation documents, birthdays, holidays
6. Contagion effect of other high-profile or locally significant acts of violence

Operational Services – Targeted School Violence Prevention Program

Threats and acts of targeted school violence harm the school environment and community, diminishing students' ability to learn, staffs' ability to work, and a school's ability to educate. Providing students and staff with access to a safe and secure school environment is an important Board goal. While it is not possible for the District to completely eliminate threats, a Targeted School Violence Prevention Program ("Program") using the collective efforts of local school officials, staff, students, families, and the community helps the District reduce these risks to its environment.

The Superintendent or designee shall develop and implement the Program. The Program oversees the maintenance of a school environment that is conducive to learning and working by identifying, assessing, classifying, responding to, and managing threats and acts of targeted school violence. The Program shall be part of the District's Comprehensive Safety and Security Plan, required by Board policy 4:170, Safety, and shall:

1. Establish a District-level Safety Team to: (a) develop a Targeted School Violence Prevention Plan annex as part of the District Emergency Operations Plan ("EOP") template, and (b) oversee Building-level Threat Assessment Teams.
2. Establish Building-level Threat Assessment Teams to assess and intervene with individuals whose behavior may pose a threat to safety.
3. Comply with State and federal law and align with Board policies.

The Local Governmental and Governmental Employees Tort Immunity Act protects the District from liability. The Program does not: (1) replace the care of a physician licensed to practice medicine in all of its branches or a licensed medical practitioner or professional trained in violence prevention, assessments and counseling services, (2) extend beyond available resources within the District, (3) extend beyond the school day and/or school-sponsored events, or (4) guarantee or ensure the safety of students, District staff, or visitors.

LEGAL REF.: 105 ILCS 5/10-20.14, 5/10-21.7, 5/10-27.1A, 5/10-27.1B, 5/24-24, and 5/27-23.7.
105 ILCS 128/, School Safety Drill Act.
745 ILCS 10/, Local Governmental and Governmental Employees Tort Immunity Act.
29 Ill. Admin. Code Part 1500.

CROSS REF.: 2:240 (Board Policy Development), 4:170 (Safety), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:230 (Maintaining Student Discipline), 6:65 (Student Social and Emotional Development), 6:270 (Guidance and Counseling Program), 7:140 (Search and Seizure), 7:150 (Agency and Police Interviews), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:250 (Student Support Services), 7:290 (Suicide and Depression Awareness and Prevention), 7:340 (Student Records), 8:30 (Visitors to and Conduct on School Property), 8:100 (Relations with Other Organizations and Agencies)



2020-2021

SCHOOL CALENDAR

Dates within unshadowed boxes are days when school is closed.

Dates within grey shadowed boxes are non-attendance days for students, but are work days for Unit 5 staff.

Dates within yellow shadowed boxes are the first full day and last day of school. Last day is subject to change.

Dates within orange shadowed boxes are one hour late-start days for students.

Dates within blue shadowed boxes are for Parent-Teacher Conferences (**no student attendance**).

AUGUST 2020						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER 2020						
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27	28	29	30			

OCTOBER 2020						
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER 2020						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER 2020						
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20	21	22	23	24	25	26
27	28	29	30	31		

JANUARY 2021						
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24	25	26	27	28	29	30
31						

FEBRUARY 2021						
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21	22	23	24	25	26	27
28						

MARCH 2021						
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21	22	23	24	25	26	27
28	29	30	31			

APRIL 2021						
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18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY 2021						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

JUNE 2021						
S	M	T	W	T	F	S
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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			

2020-2021 School Calendar

July 5	Holiday - District Office Closed
Aug. 17, 18	Teacher Institute Days
Aug. 19, 20, 21	Remote Planning Days
Aug. 24	First Full Day of School
Sept. 7	Labor Day
Sept. 18 & Sept. 25	NCHS & NCWHS Homecoming
Sept. 25	Teacher Institute Day
Oct. 12	Columbus Day
Oct. 23	Parent-Teacher Conferences (No School)
Nov. 3	Election Day
Nov. 25-27	Thanksgiving Vacation
Dec. 21 - Jan. 1	Winter Break
Jan. 4	Teacher Institute Day
Jan. 18	Dr. Martin Luther King's Birthday
Feb. 15	President's Day
Feb. 16	School Improvement Day (SIP)
Mar. 22-26	Spring Break
April 2	Board Holiday
April 23	School Improvement Day (SIP)
May 29	Graduation NCHS 2 p.m. / NCWHS 6 p.m.
May 31	Memorial Day
June 4	Last Day—Students half day. SIP half day.
Total Calendar Days	185 (Includes 5 Emergency Days)

2020-2021 UNIT 5 SCHOOL CALENDAR

JULY 2020

3 Holiday ~ District Office Closed

REGISTRATION Information at www.unit5.org

Early Learning August 4; 3:00—6:00 p.m.
 Elementary August 4; 3:00—6:00 p.m.
 Middle August 6; 3:00—6:00 p.m.
 High August 10, 11, and 12;
 11:00 a.m.—1:00 p.m. and 3:00-5:00 p.m.

AUGUST 2020

17, 18 Teacher Institute Days - No School
 19-21 Remote Planning Days
 24 First Full Day of School

SEPTEMBER 2020

7 Labor Day - No School
 16 One Hour Late Start Day
 18 NCHS Homecoming
 25 Teacher Institute Day
 25 NCWHS Homecoming
 28 Indigenous Peoples' Day—School IN SESSION
 30 One Hour Late Start Day

OCTOBER 2020

12 Columbus Day - No School
 14 One Hour Late Start Day
 16 End of 1st Grading Period (6 - 12)
 23 Parent-Teacher Conferences (No School)
 23 Progress Reports (K-5)
 28 One Hour Late Start Day

NOVEMBER 2020

3 Election Day - No School
 18 One Hour Late Start Day
 25-27 Thanksgiving Vacation - No School

DECEMBER 2020

9 One Hour Late Start Day
 18 End of 2nd Grading Period and 1st Semester (6 - 12)
 18 Last Day Before Winter Break

JANUARY 2021

4 Teacher Institute – No School
 5 School Resumes From Winter Break
 13 One Hour Late Start Day
 18 Dr. Martin Luther King's Birthday - No School
 27 One Hour Late Start Day

FEBRUARY 2021

10 One Hour Late Start Day
 15 President's Day - No School
 16 School Improvement Day (SIP) - No School
 26 Progress Reports (K - 5)

MARCH 2021

3 Kindergarten Registration
 10 One Hour Late Start Day
 12 End of 3rd Grading Period (6 - 12)
 19 Last Day Before Spring Break
 29 School resumes From Spring Break

APRIL 2021

2 Board Holiday
 7 One Hour Late Start Day
 23 School Improvement Day (SIP) - No School

MAY 2021

5 One Hour Late Start Day
 29 Graduation NCHS 2:00 p.m. - NCWHS 6:00 p.m.
 31 Memorial Day - No School

JUNE 2021

4 Last Day - Students half day. SIP half day.*

*The closing date may be earlier if all emergency days are not used.

BOARD OF EDUCATION

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 Alan Kalitzky
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 Taunia Leffler
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 Meta Mickens-Baker
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 Kelly Pyle
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 Amy Roser
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 Mike Trask
 traskm@unit5.org - (309) 451-9557

UNIT 5 DISTRICT OFFICE

1809 West Hovey Avenue, Normal, IL 61761
 Ph.: (309) 557-4000 ~ Fax: (309) 557-4501
 Website: www.unit5.org ~ Email: district@unit5.org

Dr. Kristen Kendrick-Weikle, Superintendent
 Michelle Lamboley, Assistant Superintendent
 Martin Hickman, Chief Financial Officer
 M. Curt Richardson, Attorney for District
 Roger Baldwin, Director of Human Resources
 Dayna Brown, Director, Communications/Community Relations
 Carrie Chapman, Director, Special Education
 Maureen Backe, Director, Elementary Education
 Dan Lamboley Director, Secondary Education
 Darrin Cooper, Director of Teaching and Learning

EAGLE ROAD RESOURCE CENTER

2022 Eagle Road, Normal, IL 61761

David Schumer, Director of Technology
 Ph.: (309) 557-4015 Fax: (309) 557-4696

WAREHOUSE OFFICES

1999 Eagle Road, Normal, IL 61761

Joe Adelman, Exec. Director of Operations
 Ph.: (309) 557-4436 Fax: (309) 557-4537

JoAnna Rewerts, Director of Food Service
 Ph.: (309) 557-4437 Fax: (309) 557-4538

TRANSPORTATION OFFICE

Management by First Student Inc.

2000 Eagle Road, Normal, IL 61761
 Ph.: (309) 557-4068 Fax: (309) 557-4530

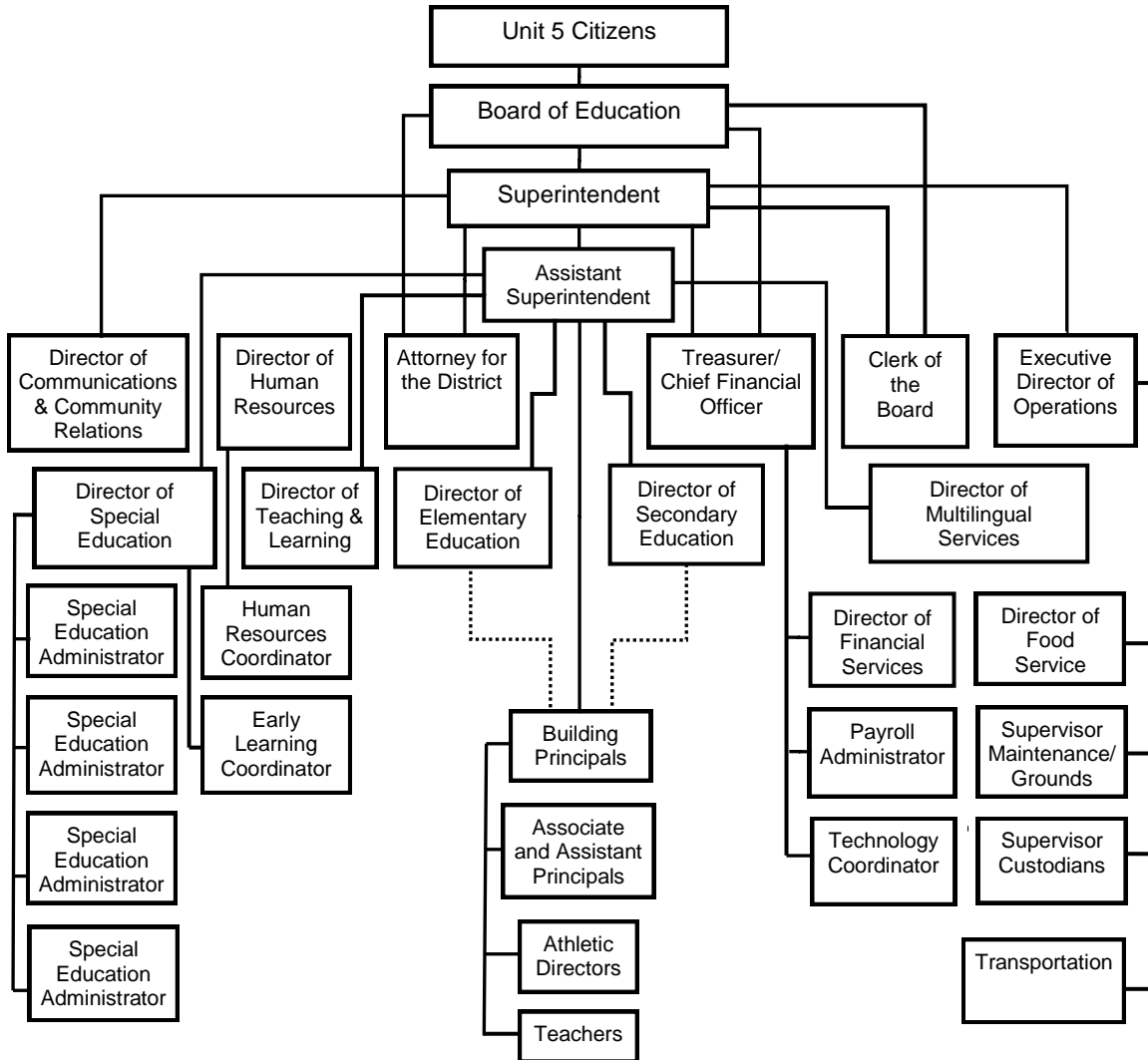
Benjamin Elementary 557-4410
Marlys Bennington
 Brigham Early Learning Center..... 557-4411
Erin O'Grady
 Carlock Elementary 557-4412
Laura Delgado
 Cedar Ridge Elementary 557-4413
Karah Jensen
 Eugene Field Vocational Training.... 557-4440
Jane Collins
 Fairview Elementary 557-4415
Gina Tenuta
 Fox Creek Elementary 557-4416
Leslie Davenport
 Glenn Elementary 557-4418
Cari Roop

Grove Elementary 557-4417
Sarah Edwards
 Hoose Elementary 557-4414
Adam Zbrozek
 Hudson Elementary 557-4419
Julia Knepler
 Northpoint Elementary 557-4420
Matt Harr
 Oakdale Elementary 557-4421
Elizabeth Holtz
 Parkside Elementary 557-4422
Christine Ellis
 Pepper Ridge Elementary 557-4423
Tina Fogal
 Prairieland Elementary 557-4424
Scott Peters

Sugar Creek Elementary 557-4425
Kristina Peifer
 Towanda Elementary 557-4426
Scott Vogel
 Chiddix Jr. High 557-4454
Jim Allen
 Evans Jr. High 557-4406
Chris McGraw
 Kingsley Jr. High 557-4407
Stacie France
 Parkside Jr. High 557-4408
Suzi Hesser
 Normal Community High 557-4401
Trevor Chapman
 Normal Community West High 557-4402
Dave Johnson

District Organization, Operations, and Cooperative Agreements

The District is organized and operates as follows:



Joint Programs and Cooperative Agreements

The District enters into, and participates in, joint programs and intergovernmental agreements with units of local government and other school districts in order to jointly provide services and activities in a manner that will increase flexibility, scope of service opportunities, cost reductions, and/or otherwise benefit the District and the community. The Superintendent shall manage these activities to the extent the program or agreement requires the District's participation, and shall provide periodic implementation or operational data and/or reports to the Board concerning these programs and agreements.

LEGAL REF.: Ill. Const., Art. VII, Sec. 10.
 5 ILCS 220/1 et seq.
 CROSS REF.: 2.20, 2.150, 3.30, 6.15
 ADMIN. PROC.: 1.20-AP1, 2.150-AP1, 3.30-AP1
 "Unit Services by Department"

Adopted: March 11, 2009
 Reviewed: ~~September 2017~~ July 2020
 Amended: September 27, 2017

School Board Meeting Procedure

Agenda

The Board President is responsible for focusing the Board meeting agendas on appropriate content. Appropriate agenda content includes, without limitation: establishing Board processes, clarifying the district's purpose, delegating authority, defining operating limits, monitoring district progress, and taking legally required or permissible Board action.

The Superintendent shall prepare agendas in consultation with the Board President. The President shall designate a portion of the agenda as a consent agenda for those items that usually do not require discussion or explanation 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. Any withdrawn item will be the first item considered after action on the consent agenda.

Each Board meeting agenda shall contain the general subject matter of any item that will be the subject of final action at the meeting. Any Board member may submit suggested agenda items to the Board President for his or her consideration. Items submitted by a majority of Board members to the Superintendent or the 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 or designee should 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 the Board policy 2.200, Types of School Board Meetings.

The order of business for regular, reconvened, rescheduled, special and emergency meetings shall be as follows:

- Call to Order and Roll Call *
- Pledge of Allegiance
- Focus on Students and Good News Reports
- Superintendent Comments
- Public Comments *
- Reports and Discussion
- Action Items
- Consent Agenda
 - Approval of Minutes
 - Personnel Matters
 - Payment of Bills and Payrolls
 - Financial Reports
 - Other Items
- Reports and Discussion
- Announcements and Comments *
- Adjournment *

Items marked with an asterisk shall be included in the agenda for all Board meetings. Upon request of the Board President or consent of a majority of members present, the order of business at any meeting may be changed.

Voting Method

All votes shall be by roll call. The sequence for casting votes by all Board members shall be alphabetical by last name, with the Board President voting last.

Unless otherwise provided by law, when a vote is taken upon any measure before the Board, with a quorum being ~~physically~~ 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. On a tie vote the motion is defeated.

Statutory exceptions include the following:

1. Dismissing a teacher for any reason other than reduction of staff or elimination of that position requires approval by the majority of all members. (105 ILCS 5/24-12)
2. Directing the sale of district real property or buildings thereon must be approved by at least two-thirds of the Board members. (105 ILCS 5/5-22)
3. Making or renewing a lease of school property to another school district or municipality or body politic and corporate for a term longer than ten years, or to alter the terms of such a lease whose unexpired term exceeds ten years, requires approval by at least two-thirds of the Board's full membership. (105 ILCS 5/10-22.11)
4. Leasing any building, rooms, grounds and appurtenances to be used by the District for school or administration purposes for a term longer than ten years, or to alter the terms of such a lease whose unexpired term exceeds ten years, requires approval by at least two-thirds of the Board's full membership. (105 ILCS 5/10-22.12)
5. Obtaining personal property by lease or installment contract requires approval by an affirmative vote of at least two-thirds of the Board's full membership. "Personal property" includes computer hardware and software and all equipment, fixtures, and improvements to existing district facilities to accommodate computers. (105 ILCS 5/10-22.25a)
6. Adopting a supplemental budget after a successful referendum requires approval by a majority of the full Board. (105 ILCS 5/17-3.2)
7. Petitioning the circuit court for an emergency election requires approval by a majority of the members. (10 ILCS 5/2A-1.4)
8. Expending funds in emergency situation in the absence of required bidding requires approval by at least three-quarters of the Board. (105 ILCS 5/10-20.21)
9. Exchanging school building sites requires approval by at least a two-thirds majority of the Board. (105 ILCS 5/5-23)

10. Waiving the administrative cost cap requires approval by an affirmative vote of at least two-thirds of the Board. (105 ILCS 5/17-1.5)
11. Authorizing an advisory question of public policy to be placed on the ballot at the next regularly scheduled election requires approval by a majority of the Board. (105 ILCS 5/9-1.5, ~~added by P.A. 97-84~~).

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; and if participating by audio or visual means, the reason a member is taking part in that manner;
3. a summary of discussion on all matters proposed, deliberated, or decided, and a record of any votes taken;
4. on all matters requiring a vote, each member shall be recorded as voting "yea", "nay", "present", or "abstain";
5. if the meeting is adjourned to another date, the time and place of the reconvened 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 authorizing the closed meeting;
7. a record of all motions, including individuals making and seconding motions; and
8. 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 the next regularly scheduled open Board meeting. Minutes for open meetings must be approved within 30 days after the meeting or at the second subsequent regular meeting, whichever is later.

At least semi-annually in an open meeting, the Board: (1) reviews minutes from closed meetings that are currently unavailable for public release, and (2) decides which, if any, no longer require confidential treatment and are available for public inspection. The Board may meet in a prior closed session to review the minutes from closed meetings that are currently unavailable for public release.

The Board's meeting minutes must be submitted to the Board Treasurer at such times as the Treasurer 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 ten days after the Board's approval; they may be inspected in the District Office, in the presence of the Secretary, the Superintendent or designated administrator, or any elected Board member.

Adopted: August 5, 1968
Reviewed: ~~January 2017~~ July 2020
Amended: February 22, 2017

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 Office, and (2) in the presence of the Board 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 Office except by vote of the Board or by court order.

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

Verbatim Record of Closed Meetings

The Superintendent, or Secretary when the Superintendent is absent, shall audio record all closed meetings. If neither is present, the 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 within the District Office.

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 a particular closed meeting.

Individual Board members may access verbatim recordings in the presence of the Board Secretary, the Superintendent or designated administrator, or any elected Board member. Access to the verbatim recordings is available at the District Office. 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 Office, 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 Board policy 2.80, [Board Member Oath and Conduct](#) and Exhibit 2.80-E1. 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

Except as provided below during a disaster declaration, 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, or (3) a family or other emergency. If a member wishes to attend a meeting by video or audio means, he or she must notify the Secretary or Superintendent at least 24 hours before the meeting unless advance notice is impractical. The Secretary or Superintendent will inform the 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 *Robert's Rules of Order, Newly Revised (11th Edition)*, as a guide when a question arises concerning procedure.

Broadcasting and Recording Board Meetings

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 or designee at least two hours before the meeting.

Recording meetings shall not distract or disturb Board members, other meeting participants, or members of the public. The President may designate a location for recording equipment, may 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, and 120/2.06(e).
105 ILCS 5/10-6, 5/10-7, 5/10-12, and 5/10-16.

CROSS REF.: 2.80, 2.150, 2.200, 2.210, 2.230

ADMIN. PROC.: 2.10-AP1, 2.80-E1, 2.200-AP1, 2.220-E1, 2.220-E2, 2.220-E3, 2.220-E4, 2.220-E5,
2.220-E6, 2.220-E7, 2.220-E8

Adopted: August 5, 1968

Reviewed: ~~January 2017~~ July 2020

Amended: February 22, 2017

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 its 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
2. Title IX of the Education Amendments of 1972
3. Section 504 of the Rehabilitation Act of 1973
4. Title VI of the Civil Rights Act, 42 U.S.C. §2000d et seq.
5. Equal Employment Opportunities Act (Title VII of the Civil Rights Act), 42 U.S.C. §2000e et seq.
6. Sexual harassment (State Officials and Employees Ethics Act, Illinois Human Rights Act, Title VII of the Civil Rights Act of 1964, and Title IX of the Education Amendments of 1972)
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/
15. Misuse of genetic information (Illinois Genetic Information Privacy Act (GIPA), 410 ILCS 513/ and Titles I and II of the Genetic Information Nondiscrimination Act (GINA), 42 U.S.C. §2000ff et seq
16. Employee Credit Privacy Act, 820 ILCS 70/

The Complaint Manager will first 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.

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 the student's parents/guardians. 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 this Board policy 2.260, *Uniform Grievance Procedure*.

Investigation

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 parents/guardians 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, or this policy,
- 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 or any collective bargaining agreement,
- 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 of 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 of 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, 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.

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 first class U.S. mail as well as to the Complaint Manager. All decisions shall be based upon the *preponderance of evidence* standards.

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, the Board shall affirm, reverse, or amend the Superintendent's decision or direct the Superintendent to gather additional information. Within five school business days of 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, within 30 school business days after receiving the Complaint Manager's report, the Board shall mail its written decision to the Complainant and the accused by first class mail 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 Coordinator and Complaint Managers

The Superintendent shall appoint a Nondiscrimination Coordinator to manage the District's effort 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 the complaint process in this policy. If possible, the Superintendent will appoint two Complaint Managers, one of each 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, addresses, and telephone numbers of the Nondiscrimination Coordinator and Complaint Managers.

Nondiscrimination Coordinator:	Name: M. Curt Richardson
	Address: 1809 West Hovey Ave; Normal IL 61761
	Email: richardmc@unit5.org
and- Complaint Manager:	Telephone: (309) 557-4082
Complaint Manager:	Name: Dayna Brown Roger Baldwin
	Address: 1809 West Hovey Ave; Normal IL 61761
	Email: brownda@unit5.org baldwinr@unit5.org
	Telephone: (309) 557- 4032 4026

LEGAL REF.: Age Discrimination in Employment Act, 29 U.S.C. §621 et seq.
Americans with Disabilities Act, 42 U.S.C. §12101 et seq.
Equal Employment Opportunities Act (Title VII of the Civil Rights Act), 42 U.S.C. §2000e et seq.
Equal Pay Act, 29 U.S.C. §206(d).
Genetic Information Nondiscrimination Act, 42 U.S.C. §2000ff et seq.
Immigration Reform and Control Act, 8 U.S.C. §1324a et seq.
McKinney Homeless Assistance Act, 42 U.S.C. §11431 et seq.
Rehabilitation Act of 1973, 29 U.S.C. §791 et seq.
Title VI of the Civil Rights Act, 42 U.S.C. §2000d et seq.
Title IX of the Education Amendments, 20 U.S.C. §1681 et seq.
State Officials and Employees Ethics Act, 5 ILCS 430/70-5(a)
105 ILCS 5/2-3.8, 5/3-10, 5/10-20.7a, 5/10-20.60, 5/10-22.5, 5/22-19, 5/24-4, 5/27.1, 5/27-23.7, and 45/1-15.
Illinois Genetic Information Privacy Act, 410 ILCS 513/.
Illinois Whistleblower Act, 740 ILCS 174/.
Illinois Human Rights Act, 775 ILCS 5/.
Victims' Economic Security and Safety Act, 820 ILCS 180, 56 Ill. Admin. Code Part 280.
Equal Pay Act of 2003, 820 ILCS 112/.
Employee Credit Privacy Act, 820 ICS 70/.
23 Ill. Admin. Code §§1.240, and 200-40.

CROSS REF.: 2.105, 5.10, 5.20, 5.30, 6.140, 6.170, 6.260, 7.10, 7.15, 7.20, 7.180, 7.310, 7.315, 8.70, 8.110

ADMIN. PROC.: 2.260-AP1, 2.260-AP2, 5.10-AP1, 5.20-AP1, 5.30-AP1, 5.30-AP2, 6.140-AP1, 6.170-AP2, 6.260-AP1, 6.260-E1, 7.20-AP1, 7.180-AP1, 8.110-AP1

Administrative Procedure - Succession Plan

If the Superintendent, Building Principal, or other administrator is temporarily absent, the succession of authority and responsibility of the respective office shall be as stated below. If the first person on the succession list is unavailable, the second person shall be the responsible person and so on in order through the list. The designated individual shall communicate with the Board President in cases of importance and/or emergency.

In case of temporary absence of an administrator, succession of authority and responsibility shall be as follows:

District Office

Superintendent
~~Deputy Assistant Superintendent~~
~~Executive Director of Human Resources and Student Services~~ Chief Financial Officer

High School

Principal
Associate Principal
Assistant Principal
Athletic Director

Junior High/Middle School

Principal
Associate Principal

Elementary School

Principal
Assistant Principal or designee

Brigham Early Learning Center
Building Administrator
Designee

Eugene Field Special Services Center

Vocational Training Coordinator
Designee

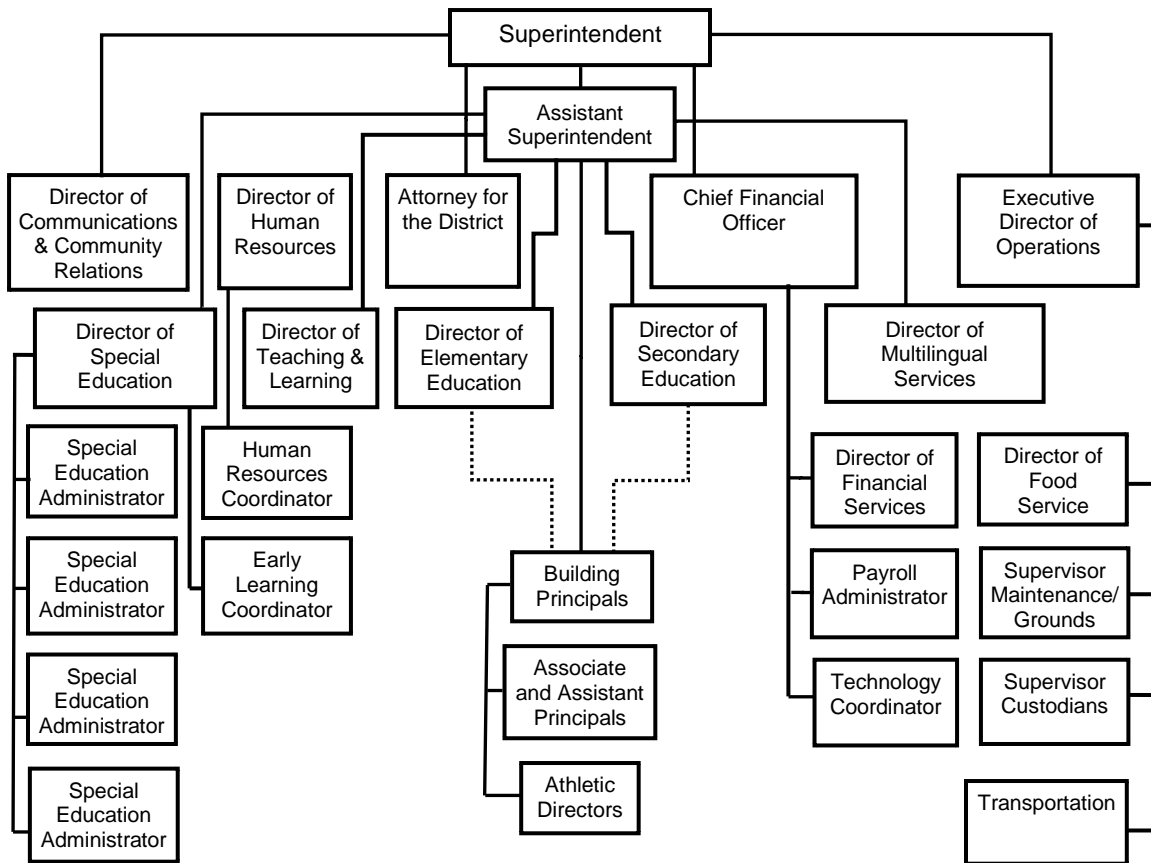
Questions and concerns may be referred to the responsible building administrator or to the Unit 5 District Office.

CROSS REF.: 1.20, 3.30, 3.70

Adopted: December 14, 2004
Reviewed: ~~September 2017~~ July 2020
Amended: December 13, 2017

Exhibit - Organizational Chart for Administration

The Administration is organized and operates as follows:



Administrative Procedure - COVID-19 Prevention

This Procedure is intended to outline the District's health and safety prevention efforts for the reopening of schools during the COVID-19 global pandemic consistent with Restore Illinois plan, Part Three of the Transition Advisory Workgroup's recommendations for transitioning to in-person instruction entitled "Starting the 2020-21 School Year June 23, 2020 Part 3 – Transition Joint Guidance" ("Part 3 – Transition Joint Guidance"), and Presidential Policy Directive 8, which defines preparedness around five mission areas: Prevention, Protection, Mitigation, Response, and Recovery.

Prevention

Currently there is no vaccine to prevent coronavirus disease 2019 (COVID-19). The best way to prevent illness is to avoid being exposed to the virus. The District will follow the Health and Safety Protocols IDPH Guidance (as updated) outlined in the Part 3 – Transition Joint Guidance to the greatest extent practicable based on available resources. This includes without limitation requiring symptom screenings, face coverings, social distancing, hand hygiene, use of personal protective equipment, and school-wide cleaning and disinfection to prevent the spread of infection.

Symptom Screenings

Temperature and symptom screenings or self-certification and verification for all staff, students, and visitors is required before entering school buildings. Individuals who have a temperature greater than 100.4 degrees Fahrenheit/38 degrees Celsius or currently known symptoms of COVID-19, such as fever, cough, shortness of breath or difficulty breathing, chills, fatigue, muscle and body aches, headache, sore throat, new loss of taste or smell, congestion or runny nose, nausea, vomiting, or diarrhea, may not enter buildings.

Individuals who exhibit symptoms will be referred to a medical provider at their own expense for evaluation, treatment, and information about when they can return to school.

Face Coverings

There is significant evidence that face coverings provide protection and decrease the spread of COVID-19.

Except while students are eating and during band, all students, staff, and visitors to any school building must wear an appropriate face covering at all times when inside a school building **even when social distancing is maintained**, unless they have a medical contraindication; are under 2 years of age; have trouble breathing; or are unconscious, incapacitated, or otherwise unable to remove the cover without assistance. An appropriate face covering is one that fully covers the mouth and nose, and that fits snugly against the sides of the face with no gaps. Students will be reminded to avoid touching their face and mask as much as possible. In cases where individuals need facial visualization for instruction and communication (e.g., English Learners, early childhood, foreign language, etc.), District staff will use transparent face coverings or video instruction.

Face coverings do not need to be worn outside if social distance is maintained (if individuals remain 6 feet apart from each other).

Adopted:
Reviewed: July 2020
Amended:

After lengthy additional collaboration with the communicable disease team, infection preventionists, and infectious disease specialists and after reviewing available Centers for Disease Control and Prevention (“CDC”) guidance, the Illinois Department of Public Health (“IDPH”) has determined that face shields are not effective protection against coronavirus and should only be used in situations when other methods of protection are not available or appropriate. **Accordingly, face shields may not be used by students and staff in lieu of a face covering without medical contraindication or condition resulting in trouble breathing.**

Students and staff who are unable to wear a face covering due to a medical contraindication or trouble breathing must provide a physician’s note describing the medical contraindication or condition resulting in trouble breathing. In such limited situations, face shields may be used if they can be tolerated, understanding their limitations and the heightened need for strict adherence to social distancing.

The District has provided face coverings to all staff and has obtained a supply of face coverings from the Illinois Emergency Management Agency (“IEMA”) with the goal of ensuring all school students and staff receive a face covering. However, the supply of face coverings is not guaranteed and students should not rely on the District to supply an appropriate face covering. Students and staff may provide their own appropriate face covering.

Students, staff, and visitors who refuse to wear a face covering without a documented medical contraindication or condition resulting in trouble breathing will not be allowed to enter the school building. Once inside, students who refuse to wear a mask will be redirected to put one on. Students who refuse will be sent home. If a student refuses to wear a face covering on more than one occasion, the student will be placed into the Online Learning program

For additional information, visit [CDC: Coronavirus Disease 2019 \(COVID-19\)-Cloth Face Covers](#).

Social Distancing

Students, staff, and visitors are expected to ensure 6-foot physical distance from other persons as much as possible. The expectation pertains in all areas and settings. Signage will be posted throughout the buildings directing the flow of traffic and to remind students of appropriate social distancing and hygiene.

Hand Hygiene

One of the ways to help prevent exposure to COVID-19 is through frequent and proper hand washing. Handwashing posters will be posted throughout schools including bathrooms, hallways, classrooms, and other areas, as appropriate.

Hands should be washed often with soap and water for 20 seconds. Handwashing with soap and water is always the first recommended line of defense. If soap and water are not readily available, a hand sanitizer that contains at least 60% alcohol may be used under adult supervision and with proper safety precautions. Cover all surfaces of your hands and rub them together until they feel dry.

It is recommended that hand hygiene is performed upon arrival to and departure from school; after blowing one’s nose, coughing, or sneezing; following restroom use; before food preparation or before and after eating; before/after routine care for another person, such as a child; after contact with a person who is sick; upon return from the playground/physical education; and following glove removal.

Adopted:
Reviewed: July 2020
Amended:

Alcohol-based hand sanitizers should be stored out of reach of young children to reduce unintended, adverse consequences and away from high temperatures or flames – in accordance with National Fire Protection Agency recommendations.

Staff and students will be directed and encouraged to avoid touching the face (eye, nose, mouth) to decrease the transmission of COVID-19 or other infectious diseases. Pay special attention to putting on and removing face coverings for purposes such as eating. After use, the front of the face covering is considered contaminated and should not be touched during removal or replacement. Hand hygiene should be performed immediately after removing and after replacing the face covering.

See <https://www.cdc.gov/hai/pdfs/ppe/PPE-Sequence.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/cloth-face-covering.pdf>.

Personal Protective Equipment (“PPE”)

Appropriate personal protective equipment (PPE) will be made available to and used by staff. Each employee will be provided with a washable face mask. Face shields have been ordered for employees who wish to wear one. Training will be provided to staff prior to the start of student attendance on the proper use of PPE, including putting on and removing PPE and the proper disposal of PPE. The District will comply with Occupational Safety and Health Administration (“OSHA”) standards on bloodborne pathogens, including the proper disposal of PPE and regulated waste.

Cleaning and Disinfection

The District will develop sanitation procedures per recommendations of the CDC, IDPH, and the local health department. More frequent cleaning and disinfection is necessary to reduce exposure. High touch areas (door knobs, light switches, desks/tabletops, etc.) will be cleaned routinely during the day. Each classroom will have disinfecting wipes, hand sanitizer, and/or a safe disinfectant spray that may be used to clean desks/tables/desks. The District has purchased additional clearing materials to help maintain a safe and clean learning environment. The District will follow the infection control procedures for specific areas as outlined in its Return to School plan (as updated).

Administrative Procedure - Attendance Exception

Procedure

Any attendance exception request must be made in writing to:

~~Executive Director of Human Resources and Student Services~~
Assistant Superintendent

McLean County Unit District No. 5
1809 West Hovey Avenue
Normal, IL 61761

The attendance exception request must include the following:

- Name and grade of each child for whom the request is being made.
- Current address (this must be a permanent and primary residence – not an owned/leased home or apartment that is not the parents/guardians primary residence).
- Phone numbers (home and work).
- School to which child's geographic address is currently assigned.
- School being requested by parents/guardians for attendance exception assignment.
- Reason(s) for making the request (please be specific).
- **High School requests only:** Documentation by physician or mental health professional of chronic health or psychological need for environmental change.

Upon receipt, the request will be dated and recorded in the Superintendent's office. K-8 requests may be submitted after January 1 and will be considered after the August registration. High school exceptions will be considered within a reasonable response time after receipt. Parents/guardians will be notified in writing of the final resolution.

Elementary/Junior High School Guidelines

- Student Eligibility
 - Kindergarten through Grade 8 student enrolled in McLean County Unit District No. 5 school.
 - Parents/guardians are a resident of McLean County Unit District No. 5.
- Exceptions will be granted based on the classroom enrollment numbers at the requested and the assigned schools.
- Exception, if granted, will be for **one** school year only. A written request must be made each subsequent year if a continuation of the exception is desired. Once an

Adopted: September 23, 2009
Reviewed: ~~April 2017~~ July 2020
Amended: April 26, 2017

attendance exception has been granted, there is no guarantee that it will continue to be granted in subsequent years.

- Parents/guardians are responsible for transporting to and from school any child who is attending on an attendance exception basis. Bus transportation will not be provided to any student attending a school on an attendance exception basis.
- **A student attending a junior high school on an attendance exception basis must be declared eligible by the Illinois Elementary School Association (IESA) to participate in sponsored activities.**

High School Guidelines

- Student Eligibility
 - Grade 9 through 12 student enrolled in McLean County Unit District No. 5 school.
 - Parents/guardians are a resident of McLean County Unit District No. 5.
- Exceptions will be granted only for documented health or psychological problems.
- Exception, if granted, will be for **duration** of high school career.
- Parents/guardians are responsible for transporting to and from school any child who is attending on an attendance exception basis. Bus transportation will not be provided to any student attending a school on an attendance exception basis.
- **A student attending a high school on an attendance exception basis must be declared eligible by the Illinois High School Association (IHSA) to participate in sponsored activities.**

CROSS REF.: 4.170, 6.30, 6.140, 7.30, 7.300
ADMIN. PROC.: 6.30-AP1, 6.140-AP1, 7.30-AP1, 7.30-E1

Adopted: September 23, 2009
Reviewed: ~~April 2017~~ July 2020
Amended: April 26, 2017

EXHIBIT - AGREEMENT TO PARTICIPATE (REWRITTEN)

*Each student **and** his or her parent/guardian must read and sign this **Agreement to Participate** each year **before being allowed to participate** in co-curricular athletic activities.
The completed Agreement is to be returned to the Athletic Director.*

INSTRUCTIONS: PLEASE TYPE OR PRINT ALL INFORMATION REQUESTED.

Student Information

Name: _____ Age: ____ DOB: ____ / ____ / ____ Grade: ____
 First Middle Last

Address: _____
 Number Street State Zip

Phone No.: _____ Email: _____

Parent/Guardian Information

Name: _____ Relationship to Student: _____
 First Middle Last

Address: _____
 Number Street State Zip

Phone No.: _____ Email: _____

Emergency Contact Information

Name: _____ Relationship to Student: _____
 First Middle Last

Address: _____
 Number Street State Zip

Phone No.: _____ Alt. Phone No. 1: _____

Email: _____ Alt. Phone No. 2: _____

Medical Information

Physician's Name: _____ Hospital Choice: _____
 First Middle Last

Address: _____
 Number Street State Zip

Phone No.: _____

List all of student's known medical conditions, including food allergies and/or drug allergies:

List all medications, whether prescription or over-the-counter, the student is currently taking:

Insurance Information (Board policy 7.300 requires each student to provide proof of accident insurance coverage.)

Primary Insurance Carrier: _____

Billing Address: _____
 Number Street State Zip

Phone No.: _____ Alt. Phone No. 1: _____

Policy Holder's Name: _____
 First Middle Last

Relationship to Student: _____ Group/Policy # _____ ID # _____

Student wishes to participate in the co-curricular athletic activities circled below (circle all co-curricular athletic activities that student may participate in during the entire school year):

Baseball	Golf	Track
Basketball	Lacrosse	Volleyball
Cheerleading	Soccer	Wrestling
Cross Country	Softball	
Dance	Swimming	Identify other co-curricular
Football	Tennis	activities: _____

(Another form must be signed if the student later decides to participate in another co-curricular athletic activity not circled above).

Acknowledgments

I/We acknowledge reading the eligibility rules of any group or association sponsoring any co-curricular athletic activity in which I participate and I agree to abide by them. I agree to abide by all conduct rules and will behave in a sportsmanlike manner. I agree to follow the coaches' instructions, playing techniques, and training schedule as well as all safety rules.

I/We acknowledge that before the student is allowed to participate, I/We must: (a) provide the District with a certificate of physical fitness (the **Pre-Participation Physical Examination Form** from the Illinois High School Association (IHSA) or Illinois Elementary School Association (IESA) serves this purpose), (b) show proof of accident insurance coverage, and (c) complete all forms required by any association sponsoring

the interscholastic athletic activity, including when applicable and without limitation, **IHSA Sports Medicine Acknowledgment & Consent Form, Acknowledgement and Consent.**

I/We acknowledge that the co-curricular athletic activities identified above involve physical activity, that there are certain known and unknown risks which could result in physical or emotional injury, that the degree of risk varies significantly from one athletic activity to another with contact athletics carrying the highest risk, and that student participation in said athletic activities is purely voluntary.

I/We understand that Board policy 7.305, *Student Athlete Concussions and Head Injuries*, requires, among other things, that a student athlete who exhibits signs, symptoms, or behaviors consistent with a concussion or head injury must be removed from practice or competition at that time and that the student will not be allowed to return to play or practice until he or she has successfully completed return-to-play and return-to-learn protocols, including having been cleared to return by the treating physician licensed to practice medicine in all its branches, physician assistant, treating advanced practice registered nurse, or a certified athletic trainer working under the supervision of a physician

Travel Acknowledgment

Students must utilize school transportation to and from all co-curricular athletic activities for which transportation is provided. For these events, parents of the student may transport their student only if specific arrangements are made in advance with the activity sponsor. Transportation may not be provided in some instances. These instances would include, but not be limited to: practices, athletic contests, music events or club activities held within the Bloomington-Normal area when it is deemed more practical for the students to meet the coach or sponsor at the site. In these cases, it will be the responsibility of the parent to arrange safe transportation.

I/We acknowledge that there are certain known and unknown risks associated with travel to any event related to the co-curricular athletic activities identified above, whether inside or outside of the United States of America, which could result in physical or emotional injury or damage to persons or property, including, but not limited to, increased risk of disease or being the victim of a criminal act.

COVID-19 Acknowledgments

I/We further acknowledge that I/we have reviewed the US Centers for Disease Control and Prevention's Coronavirus Disease 2019 (COVID-19) webpage located at <https://www.cdc.gov/coronavirus/2019-ncov/index.html>, including its Information for Travel located at <https://www.cdc.gov/coronavirus/2019-ncov/travelers/index.html>, as well as the Illinois High School Association's (IHSA's) Stage 1 of Return to Play Guidelines located at <https://www.ihsa.org/default.asp>.

I/We expressly agree and promise to comply with the IHSA's Stage 1 of Return to Play Guidelines and any amendments to the Guidelines or future guidelines at all times.

Assumption of Risk

In consideration of the above acknowledgments, I/We accept and assume all of the risks arising out of or in any way connected with the student's participation in the co-curricular athletic activities identified above or travel associated with any event related to the co-curricular athletic activities identified above, including the possibility of contracting COVID-19.

Release and Indemnification

In consideration of said acknowledgments, I/We do hereby agree to release, discharge, reimburse, indemnify and hold harmless Community Unit School District No. 5, McLean and Woodford Counties (the "District"), Illinois, its agents, officers, employees, and volunteers from any loss, claim, demand, damage, cost or other liability whatsoever, whether caused by the negligence of the District, its agents, officers, employees, volunteers, or otherwise, arising out of or in any way connected with the student's participation in the co-curricular athletic activities identified above or travel associated with any event related to the co-curricular athletic activities identified above, including without limitation contracting COVID-19. Should it become necessary for the District, or anyone acting on its behalf, to incur any costs or expenses, including attorney's fees and court costs, to enforce this Agreement, or in connection with any loss, claim, demand, damage, cost or other liability for which indemnification is provided by this Agreement, I/We agree to indemnify and hold them harmless for all such costs and expenses.

Medical Authorization

I/We, the undersigned student and parent(s) or legal guardian(s) of the student, recognize that in the event of a medical emergency, I/We may not be available to authorize medical treatment and/or care of the student. I/We hereby give consent to the District, its agents, officers, employees, and volunteers ("Agents") to act in my/our place in my/our absence and to authorize emergency medical treatment and/or care to the student, at my/our sole expense, including, but not limited to, diagnostic procedures, treatment procedures, the administration of first aid, the use of an ambulance, and the administration of anesthesia and/or surgery, under the recommendation of qualified medical personnel. It is intended that this Agreement be presented to the physician or appropriate hospital or medical representative at such times as medical treatment and/or care is provided to the student. I/We hereby agree to release, discharge, reimburse, indemnify and hold harmless the District, its agents, officers, employees, and volunteers from any loss, claim, demand, damage, cost or other liability whatsoever, arising out of or in any way connected with medical treatment and/or care provided to the student. I further accept full responsibility for and agree to be billed for any and all costs associated with medical treatment and/or care provided the student.

I/We, the undersigned parent(s) or legal guardian(s) of the student, further agree that in the event the student becomes hospitalized or is quarantined due to COVID-19, I/we will be responsible for providing care for the student during the period of hospitalization or quarantine and not the District, its agents, officers, employees, and volunteers.

Student

Parent/Guardian

Date: _____

Date: _____

Parent/Guardian

Date: _____

WITNESSED:

I am at least 18 years old, and (check one of the options below):

- I saw the parent(s)/legal guardian(s) sign this document, or
- The parent(s)/legal guardian(s) told me that the signature or mark on the principal signature line is his or hers.

I am not an Agent named in this document. I am not related to the student, the parent(s)/legal guardian(s), or an Agent by blood, marriage, or adoption. I am not the student's or parent(s)/legal guardian(s) physician, mental health service provider, or a relative of one of those individuals.

I am not an owner or operator (or the relative of an owner or operator) of the health care facility where the student is a patient or resident.

Witness Signature

Date: _____

Witness Printed Name

Witness Address

Student Behavior

The goals and objectives of this policy are to provide effective discipline practices that:

- (1) ensure the safety and dignity of students and staff;
- (2) maintain a positive, weapons-free and drug-free learning environment;
- (3) keep school property and the property of others secure;
- (4) address the causes of a student's misbehavior and provide opportunities for all individuals involved in an incident to participate in its resolution; and
- (5) teach students positive behavioral skills to become independent, self-disciplined citizens in the school community and society.

When and Where Conduct Rules Apply

A student is subject to disciplinary action for engaging in *prohibited student conduct*, as described in the section with that name below, whenever the student's conduct is reasonably related to school or school activities, including, but not limited to:

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

Prohibited Student Conduct

The school administration is authorized to discipline students for gross disobedience or misconduct, including, but not limited to:

1. Using, possessing, distributing, purchasing, bartering, or selling tobacco or nicotine materials, including without limitation, electronic cigarettes.
2. Using, possessing, distributing, purchasing, bartering, selling, or offering for sale, alcoholic beverages. Students who are under the influence of an alcoholic beverage are not permitted to attend school or school functions and are treated as though they had alcohol in their possession.
3. Using, possessing, distributing, purchasing, bartering, selling, or offering for sale:
 - a. Any illegal drug or controlled substance, or cannabis (including marijuana, hashish, and medical cannabis unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law*).
 - b. Any anabolic steroid unless it is being administered in accordance with a physician's or licensed practitioner's prescription.
 - c. Any performance-enhancing substance on the Illinois High School Association's most current banned substance list unless administered in accordance with a physician's or licensed practitioner's prescription.

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Reviewed: May 2019, July 2020
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- d. Any prescription medication when not prescribed for the student by a physician licensed practitioner, when used in a manner inconsistent with the prescription or prescribing physician's or licensed practitioner's instructions or without following *Board policy 7.270* and its implementing procedures including without limitation failing to have a completed and signed "School Medication Authorization Form" on file, failing to keep medication in the original container, giving other students medication, or taking improper doses of medication. The use or possession of medical cannabis, even by a student for whom medical cannabis has been prescribed, is prohibited unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law*.
- e. Any non-prescription medication without following *Board policy 7.270* and its implementing procedures.
- f. Any inhalant, regardless of whether it contains an illegal drug or controlled substance (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system. The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications.
- g. Any substance inhaled, injected, smoked, consumed, or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in tablet or powdered form.
- h. "Look-alike" or counterfeit drugs, including a substance that is not prohibited by this policy, but one: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance, or other substance that is prohibited by this policy; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug, controlled substance, or other substance that is prohibited by this policy.
- i. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.

Students who are under the influence of any prohibited substance are not permitted to attend school or school functions and are treated as though they had the prohibited substance, as applicable, in their possession.

- 4. Using, possessing, controlling, or transferring a knife, a "weapon" as that term is defined in the *Weapons* section of this policy, or a look-alike weapon, or violating the *Weapons* section of this policy.
- 5. Using or possessing an electronic mobile device including but not limited to mobile (i.e. cellular) phone, video recording device, personal digital assistant (PDA), iPod, mp3 player, laptop, netbook, iPad, tablet, or other similar electronic devices in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, eavesdrop (e.g. surreptitiously recording a conversation), or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person through the use of a computer, or electronic mobile device.

Students are allowed to possess and use electronic mobile devices in school, provided they do not cause a disruption, and are not used, seen or heard during instructional time unless:

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- (a) the supervising teacher grants permission;
 - (b) use of the device is provided in a student's individualized education program (IEP);
or
 - (c) it is needed in an emergency that threatens the safety of students, staff, or other individuals.
6. Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.
 7. Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a District staff member's request to stop, present school identification, or submit to a search.
 8. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, altering report cards, or wrongfully obtaining test copies or scores.
 9. Engaging in hazing or any kind of bullying or aggressive behavior that does physical or psychological harm to a staff person or another student, or urging other students to engage in such conduct. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying using a school computer or a school computer network, or other comparable conduct.
 10. Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning), and sexual assault.
 11. Teen dating violence, as described in *Board policy 7.185*.
 12. Causing or attempting to cause damage to, or stealing or attempting to steal, or relocating personal or school property or another person's personal property.
 13. Entering school property or a school facility without proper authorization.
 14. In the absence of a reasonable belief that an emergency exists, calling emergency responders (such as calling 911); signaling or setting off alarms or signals indicating the presence of an emergency; or indicating the presence of a bomb or explosive device on school grounds, school bus or at any school activity.
 15. Being absent without a recognized excuse; State law and Board policy regarding truancy control will be used with chronic and habitual truants.
 16. Being involved with any public school fraternity, sorority, or secret society, by: (a) being a member; (b) promising to join; (c) pledging to become a member; or (d) soliciting any other person to join, promise to join, or be pledged to become a member.
 17. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia.
 18. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism, and hazing.

19. Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school.
20. Operating an unmanned aircraft system (UAS) or drone for any purpose on school grounds or at any school event unless granted permission by the Superintendent or designee.
21. Engaging in any activity, on or off campus, that, interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

For purposes of this policy, the term "possession" includes having control, custody, or care, currently or in the past, of an object or substance, including situations in which the item is: (a) on the student's person; (b) contained in another item belonging to, or under the control of, the student, such as in the student's clothing, backpack, or automobile; (c) in a school's student locker, desk, or other school property; or d) at any location on school property or at a school-sponsored event.

Efforts, including the use of positive interventions and supports, shall be made to deter students, while at school or a school-related event, from engaging in aggressive behavior that may reasonably produce physical or psychological harm to someone else. The Superintendent or designee shall ensure that the parent/guardian of a student who engages in aggressive behavior is notified of the incident. The failure to provide such notification does not limit the Board's authority to impose discipline, including suspension or expulsion, for such behavior.

No disciplinary action shall be taken against any student that is based totally or in part on the refusal of the student's parent/guardian to administer or consent to the administration of psychotropic or psychostimulant medication to the student.

Disciplinary Measures

School officials shall limit the number and duration of expulsions and out-of-school suspensions to the greatest extent practicable, and, where practicable and reasonable, shall consider forms of non-exclusionary discipline before using out-of-school suspensions or expulsions. School personnel shall not advise or encourage students to drop out voluntarily due to behavioral or academic difficulties. Potential disciplinary measures may include, without limitation, any of the following:

1. Notifying parents/guardians.
2. Disciplinary conference.
3. Withholding privileges.
4. Temporary removal from the classroom.
5. Return of property or restitution for lost, stolen, or damaged property.

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6. In-school suspension. The Building Principal or designee shall ensure that the student is properly supervised.
7. Detention provided the student's parent/guardian has been notified. If transportation arrangements cannot be agreed upon, an alternative disciplinary measure must be used. The student must be supervised by the detaining teacher or the Building Principal or designee.
8. Community service with local public and nonprofit agencies that enhances community efforts to meet human, educational, environmental, or public safety needs. The District will not provide transportation. School administration may use this option as an alternative to another disciplinary measure giving the student and/or parent/guardian the choice.
9. Seizure of contraband; confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules.
10. Suspension of bus riding privileges in accordance with *Board policy 7.220*.
11. Out-of-school suspension from school and all school activities in accordance with *Board policy 7.200*. A student who has been suspended is prohibited from being on school grounds and at school activities during the period of the suspension.
12. Expulsion from school and all school activities for a definite time period not to exceed 2 calendar years in accordance with *Board policy 7.210*. A student who has been expelled is prohibited from being on school grounds and at school activities during the period of expulsion.
13. Transfer to an alternative program if the student is expelled or otherwise qualifies for the transfer under State law. The transfer shall be in the manner provided in Article 13A or 13B of the *School Code*.

The above list of disciplinary measures is a range of options that will not always be applicable in every case. In some circumstances, it may not be possible to avoid suspending or expelling a student because behavioral interventions, other than a suspension and/or expulsion, will not be appropriate and available, and the only reasonable and practical way to resolve the threat and/or address the disruption is a suspension and/or expulsion. In addition to the above list of disciplinary measures, juvenile authorities or other law enforcement may be notified whenever the conduct involves criminal activity, including but not limited to, illegal drugs (controlled substances), "look-alikes," alcohol, or weapons or in other circumstances as authorized by the reciprocal reporting agreement between the District and local law enforcement agencies.

Corporal punishment is prohibited. Corporal punishment is defined as slapping, paddling, or prolonged maintenance of students in physically painful positions, or intentional infliction of bodily harm. Corporal punishment does not include reasonable force as needed to maintain safety for students, staff, or other persons, or for the purpose of self-defense or defense of property.

Isolated Time Out, Time Out, and Physical Restraint

Neither isolated time out, time out, nor physical restraint shall be used to discipline or punish a student. These methods are only authorized for use as permitted in 105 ILCS 5/10-20.33, State Board of Education rules (23 Ill. Admin. Code 1.280, 1.285), and the District's procedure(s).

Weapons

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A student who uses, possesses, controls, or transfers one of the following weapons at school, on school grounds, on a school bus, at any school-sponsored activity or event, or at any activity or event that bears a reasonable relationship to school shall be expelled for at least one (1) calendar year but not more than two (2) calendar years:

1. A firearm, meaning any gun, rifle, shotgun, a weapon as defined by Section 921 of Title 18, of the United States Code (18 U.S.C. § 921), firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act (430 ILCS 65/), or firearm as defined in Section 24-1 of the Criminal Code of 1961 (720 ILCS 5/24-1);
2. Ammunition;
3. A knife with a blade of at least 3 inches, switchblade knife, ballistic knife, billy club, brass knuckles, other knuckle weapon regardless of its composition, or any object listed in Section 24-1 of the Criminal Code of 1961 (720 ILCS 5/24-1);
4. A look-alike firearm; or
5. Any other object if used or attempted to be used to cause bodily harm.

The expulsion requirement under either paragraph 1 or 2 above may be modified by the Superintendent or designee, and the Superintendent or designee's determination may be modified by the Board on a case-by-case basis. The Superintendent or designee may grant an exception to this policy, upon the prior request of an adult supervisor, for students in theatre, cooking, ROTC, martial arts, and similar programs, whether or not school-sponsored, provided the item is not equipped, nor intended, to do bodily harm.

This policy's prohibitions concerning weapons apply regardless of whether: (1) a student is licensed to carry a concealed firearm, or (2) the Board permits visitors, who are licensed to carry a concealed firearm, to store a firearm in a locked vehicle in a school parking area.

Students should report suspected possession or use of such items to any counselor, teacher, or administrator. Arrangements to bring such items to school for classroom demonstration must be made in advance with one of the building administrators.

Re-Engagement of Returning Students

The Superintendent or designee shall maintain a process to facilitate the re-engagement of students who are returning from an out-of-school suspension, expulsion, or an alternative school setting. The goal of re-engagement shall be to support the student's ability to be successful in school following a period of exclusionary discipline and shall include the opportunity for students who have been suspended to complete or make up work for equivalent academic credit.

Required Notices

A school staff member shall immediately notify the office of the Building Principal in the event that he or she:

- 1) observes any person in possession of a firearm on or around school grounds; however, such action may be delayed if immediate notice would endanger students under his or her supervision,

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- 2) observes, or has reason to suspect that, any person on school grounds is or was involved in a drug-related incident, or
- 3) observes a battery committed against any staff member.

Upon receiving such a report, the Building Principal or designee shall immediately notify the local law enforcement agency, Ill. Dept. of State Police (ISP), and any involved student's parent/guardian. "School grounds" includes modes of transportation to school activities and any public way within 1,000 feet of the school, as well as school property itself.

Delegation of Authority

Each teacher, and any other school personnel when students are under his or her charge, is authorized to impose any disciplinary measure, other than suspension, expulsion, corporal punishment or in-school suspension, that is appropriate and in accordance with the policies and rules on student discipline. Teachers, other licensed educational employees, and other persons providing a related service for or with respect to a student, may use reasonable force as needed to maintain safety for other students, school personnel, or other persons, or for the purpose of self-defense or defense of property. Teachers may temporarily remove students from a classroom for disruptive behavior.

The Superintendent, Building Principal, Associate Building Principal, Assistant Building Principal, or School Administration Manager (SAM) is authorized to impose the same disciplinary measures as teachers and may suspend students guilty of gross disobedience or misconduct from school (including all school functions) and from riding the school bus, up to 10 consecutive school days, provided the appropriate procedures are followed. The Board may suspend a student from riding the bus in excess of 10 days for safety reasons.

Student Handbook

The Superintendent or designee, with input from the parent-teacher advisory committee, shall prepare disciplinary rules implementing the District's disciplinary policies. These disciplinary rules shall be presented annually to the Board for its review and approval.

A student handbook, including the District's student disciplinary philosophy, disciplinary policies and rules, shall be distributed to the students' parents/guardians within 15 days of the beginning of the school year or a student's enrollment.



LEGAL REF.: Gun-Free Schools Act, 20 U.S.C. §7151 et seq.
Pro-Children Act of 1994, 20 U.S.C. §6081.
410 ILCS 130/, Compassionate Use of Medical Cannabis Pilot Program.
410 ILCS 647/, Powdered Caffeine Control and Education Act.
430 ILCS 66/, Firearm Concealed Carry Act.
105 ILCS 5/10-20.5b, 5/10-20.14, 5/10-20.28, 5/10-20.36, 5/10-21.7, 5/10-21.10,
5/10-22.6, 5/10-27.1A, 5/10-27.1B, 5/24-24, 5/26-12, 5/27-23.7 and 5/31-3,
and 110/3.10.
23 Ill.Admin.Code §1.280.

Adopted: December 12, 1989
Reviewed: May 2019, July 2020
Amended: June 12, 2019

**McLean County Unit District No. 5
BOARD OF EDUCATION POLICY**

No. 7.190
Section: Students

CROSS REF.: 2.150, 2.240, 5.230, 6.110, 7.70, 7.130, 7.140, 7.150, 7.160, 7.170, 7.180, 7.185, 7.200,
7.210, 7.220, 7.230, 7.240, 7.270, 7.310, 8.30
ADMIN. PROC.: 2.160-AP1, 6.60-AP1, 6.60-E1, 7.20-AP1, 7.190-AP1, 7.190-AP2, 7.190-AP3, 7.190-AP4,
7.190-AP5, 7.190-AP6, 7.190-AP6,E1, 7.190-E1, 7.190-E3, 7.190-E4, 7.200-E1,
7.200-E2, 7.200-E1, 7.270-E1, 7.310-AP1

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Conduct Code for Participants in Co-Curricular Activities

The Superintendent or designee, using input from coaches and sponsors of co-curricular activities, shall develop a conduct code for all participants in co-curricular 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 co-curricular 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 it could result in removal from the activity. The conduct code shall be reviewed by Building Principals periodically at their discretion and presented to the Board.

Participants in co-curricular activities must abide by the conduct code for the activity and Board policy 7.190, Student Behavior. All coaches and sponsors of co-curricular activities shall annually review the rules of conduct conduct 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.

Co-Curricular Drug and Alcohol Testing Program

The District maintains a co-curricular drug and alcohol testing program in order to foster the health, safety, and welfare of its students. Participation in co-curricular 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(s)/guardian(s) must consent to having the student submit to random drug and alcohol testing in order to participate in any co-curricular activity. Failure to sign the District's "Random Drug and Alcohol Testing Consent" form will result in non-participation.

If a test is positive, the student will not participate in co-curricular 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 co-curricular 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

State law requires ~~t~~The Illinois High School Association (IHSA) to prohibit a student from participating ~~prohibits participants~~ in an athletic ~~competition activity~~ sponsored or sanctioned by IHSA unless the student has agreed, (a) ~~not to use~~from ingesting or otherwise using any performance-enhancing substances on IHSA's ~~current banned drug substance list,~~ and (b) ~~to submit to random testing for these substances in the student's body if the student is in high school without a written prescription and medical documentation provided by a licensed physician who~~

~~evaluated the student-athlete for a legitimate medical condition. In addition, the student's parent/guardian must sign a statement for IHSA containing specific acknowledgments including that the student, if in high school, may be subject to random performance-enhancing substance testing and that violating the laws regulating the use of performance-enhancing substances is a crime.~~

~~IHSA, with oversight from the Illinois Department of Public Health, administers a performance-enhancing substance testing program, under which high school participants in athletic competition sponsored or sanctioned by IHSA are tested at multiple times throughout the athletic season. 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-substance list. In addition to being penalized by IHSA, a student may be disciplined according to Board policy 7:190, Student Behavior.~~

LEGAL REF.: Board of Education of Independent School Dist. No. 92 v. Earls 122 S.Ct. 2559 (2002).
Clements v. Board of Education of Decatur, 478 N.E.2d 1209 (Ill.App.4, 1985).
Kevin Jordan v. O'Fallon THSD 203, 706 N.E.2d 137 (Ill.App.5, 1999).
Todd v. Rush County Schools, 133 F.3d 984 (7th Cir., 1998).
Veronia School Dist. 475 v. Acton, 515 U.S. 646 (1995).
105 ILCS 5/24-24, 5/27-23.3, and 25/2.

CROSS REF.: 5.280 (Duties and Qualifications), 6.190 (Co-Curricular Activities), 7.180 (Prevention of and Response to Bullying Intimidation, and Harassment), 7.190 (Student Behavior), 7.300 (Co-Curricular Athletics)

ADMIN. PROC.: ~~7.300-E1~~

Co-Curricular Athletics

Student participation in school-sponsored co-curricular athletic activities is contingent upon the following:

1. The student must meet the academic criteria set forth in *Board policy 6.190* ~~on school sponsored co-curricular activities~~ Co-Curricular Activities.
2. A student and parent/guardian of the student must provide written permission for the student's participation by completing and signing Exhibit 7.300-E1, Agreement to Participate, 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 nurse, or a physician assistant. The ***Pre-Participation Physical Examination Form***, offered by the Illinois High School Association (IHSA) and the Illinois Elementary School Association (IESA), 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.
6. The student and his or her parent/guardian must provide written consent to random drug and alcohol testing pursuant to Administrative Procedure 7.240-AP2 ~~the Extracurricular Co-Curricular~~ Drug and Alcohol Testing Program.
7. The student and his or her parent/guardian must:
 - (a) comply with the eligibility rules of, and complete any forms required by any sponsoring association (such as the IESA and the IHSA), and
 - (b) complete all forms required by the District including, without limitation, signing an acknowledgment of receiving information about concussions (Board 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 co-curricular 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, 5/10-20.54, 5/22-80, and 25/2.
23 Ill. Admin. Code §1.530(b).

Adopted: November 29, 2006
Reviewed: ~~February 2016~~ July 2020
Amended: March 16, 2016

CROSS REF.: 4.100 (Insurance Management), 4.170 (Safety), 6.190 (Co-Curricular Activities), 7.10 (Equal Educational Opportunities), 7.240 (Conduct Code for Participants in Co-Curricular Activities), 7.305 (Student Athlete Concussions and Head Injuries), 7.340 (Student Records)
ADMIN. PROC.: ~~7.300-E1, 7.300-E2, 7.305-AP1, 7.305-E1~~

Student Records

School student records are confidential. Information contained therein shall not be released other than as provided by law. A school student record is any writing or other recorded information concerning a student and by which a student may be individually identified that is maintained by a school or at its direction or by an employee of a school, regardless of how or where the information is stored, except as provided in State or federal law as summarized below:

1. Writings or other recorded information maintained by an employee of a school for his or her exclusive use, provided they are destroyed not later than the student's graduation or permanent withdrawal, and are not released or disclosed to any other person except a temporary substitute.
2. Information maintained by law enforcement professionals working in the school.

State and federal law grants students and parents/guardians certain rights, including the right to inspect, copy, and challenge school student records. The information contained in school student records shall be kept current, accurate, clear, and relevant. All information maintained concerning a student receiving special education services shall be directly related to the provision of services to that child. The District may release directory information as permitted by law, but a parent/guardian shall have the right to ~~object to opt-out of~~ the release of directory information regarding his or her child. However, the District will comply with an *ex parte* court order requiring it to permit the U.S. Attorney General or designee to have access to a student's school records without notice to, or the consent of, the students' parent/guardian. Upon request, the District discloses school student records without parent consent to ~~the officials~~ records custodian of another school ~~district~~ in which a student has enrolled or intends to enroll, as well as to any other person as specially required or permitted by State or federal law.

The Superintendent or designee shall fully implement this policy and designate an *official records custodian* for each school who shall maintain and protect the confidentiality of school student records, inform staff members of this policy, and inform students and their parents/guardians of their rights regarding student school records.

The Superintendent or designee shall develop procedures to implement this policy consistent with State and federal law.

LEGAL REF.: 20 U.S.C. §1232g, Family Educational Rights and Privacy Act, implemented by 34 C.F.R. Part 99.
50 ILCS 205/7.
105 ILCS 5/10-20.21b, 5/20.37, 5/20.40, and 5/14-1.01 et seq.
105 ILCS 10/, Ill. School Student Records Act.
105 ILCS 85/, Student Oline Personal Protection Act.
325 ILCS 17/, Children's Privacy Protection and Parental Empowerment Act.
750 ILCS 5/602.11, Ill. Marriage and Dissolution of Marriage Act.
23 Ill. Admin. Code Parts 226 and 375.
Owasso I.S.D. No. I-011 v. Falvo, 534 U.S. 426 (2002).
Chicago Tribune Co. v. Chicago Bd. of Ed., 332 Ill.App.3d 60 (1st Dist. 2002).

CROSS REF.: 5:100 (Staff Development Program), 5:130 (Responsibilities Concerning Internal Information), 7:15 (Student and Family Privacy Rights), 7:220 (Bus Conduct), [7.345 \(Use of Educational Technologies; student Data Privacy and Security\)](#)

ADMIN. PROC.: 7:15-E (Notification to Parents of Family Privacy Rights), 7:340-AP1 (School Student Records), 7:340-AP1, E1 (Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records), 7:340-AP1, E3 (Letter to Parents and Eligible Students Concerning Military Recruiters and Postsecondary Institutions Receiving Student Directory Information), 7:340-AP1, E4 (Frequently Asked Questions Regarding Military Recruiter Access to Students and Student Information, 7:340-AP1, E5 (Biometric Information Collection Authorization), 7:340-AP2 (Storage and Destruction of School Student Records), 7:340-AP2, E1 (Schedule for Destruction of School Student Records)

Exhibit - Application and Procedures for Use of School Facilities

To be submitted to the Superintendent Building Administration of the requested school facility along with a completed Non-School Related Group Acknowledgment, Assumption of Risk, Release, and Indemnification form for each adult and minor participating in the group using the school facility.

This application must be approved before a non-school related group is allowed to use school facilities. School organizations, school-sponsored programs, and organizations whose primary purpose is to provide financial assistance to the school are all considered, for the purpose of this application, to be school-related. Use of school facilities for school purposes has precedence over all other uses.

Organization name	<u>Requested School-school facility</u>
<u>Supervisor from organization (must be 21 years of age or older)</u>	<u>Phone/email address</u>
Program/Activity	<u>Program/Activity date(s) and start/end time(s)</u>
Equipment needed	Materials to be brought into facility
Room arrangement, including decorations	Food service required

1. All non-school related groups must supply adequate supervision to ensure proper care and use of school facilities.

- The non-school related group is responsible to the Board for the use and care of the school facility. All adult supervisors must have cell phone with them at all times.
- Sufficient, competent adult supervision must be provided and the adult supervisor must ensure that no minor is left alone after the activity.
- Only the cafeteria, auditorium, gymnasium, and athletic field, along with needed hallways and parking areas, are available for community use. Entering any room or area not in use by the group is prohibited. The adult supervisor will vacate the facility at the scheduled end time. Use of the school facility is not permitted past the agreed end time.
- No furniture or equipment may be moved without prior approval from the Building Principal.
- Signs, displays, or materials may not be attached, nailed, or otherwise affixed to walls.

_____ *Initial here if this is agreeable*

2. All non-school related groups must agree to:

- Assume all risk arising out of its use of the facility or school property, including any personal injury, property damage, or disease including the possibility of contracting COVID-19.
- Indemnify and hold harmless the District and its agents and employees for and from any and all loss, including attorneys' fees, damages, expense, and liability arising out of its use of the facility or school property including any personal injury, property damage, or disease including the possibility of contracting COVID-19.
- Obtain a completed Acknowledgment, Assumption of Risk, Release, and Indemnification form for each adult and minor participating in the group using the school facility.

Adopted: July 8, 2009
 Reviewed: July 2020
 Amended:

- Pay any damages to school facilities, furniture, or equipment arising out of its use of school property whether such damage was accidental or deliberate. The cost of damages will be based on the repair or replacement cost, the choice of which is at the Board's discretion.
- Supply proof of insurance naming Community Unit School District No. 5, McLean and Woodford Counties, Illinois as an additional insured and verifying that the group maintains adequate insurance coverage against personal injury and/or property loss: _____

Insurance provider name and contact number

_____ *Initial here if this is agreeable*

3. All non-school related groups must pay the following fees:

Rental charge (~~unless waived by~~ see Board ~~policy~~ Policy 8.20): _____

Meal and beverage service (cost as determined by the cafeteria supervisor): _____

Initial here if this is agreeable

4. Payment Method: Check Money Order

Please make check or money order payable to: McLean County Unit District No. 5

~~**4. The use of school facilities for school purposes has precedence over all other uses.**~~

Initial here if this is agreeable

5. All non-school related groups must agree to use appropriate emergency procedures including calling 9-1-1 for medical emergencies and whenever an Automatic External Defibrillator (AED) is used.

Initial here if this is agreeable

6. All non-school related groups must agree to follow the District's Plan for Responding to a Medical Emergency at an Indoor Physical Fitness Facility, 4:170-AP6.

Important: The District will not supervise the activity nor will it supply trained AED users individuals to act as emergency responders at any time, including during staffed business hours.

Activity being proposed is not in an indoor physical fitness facility.

Initial here if this is agreeable

Copy of the District's *Plan for Responding to a Medical Emergency at a Physical Fitness Facility* has been provided. 77 Ill. Admin. Code §§527.400(a) and 527.800(c). **Important:** State law encourages all non-District coaches, instructors, judges, referees, or other similarly situated non-District anticipated rescuers who use the physical fitness facility in conjunction with the supervision of physical fitness activities to complete a course of instruction that would qualify them as a trained AED user under Ill. law. 410 ILCS 4/10; 77 Ill. Admin. Code §527.100.

Initial here that a copy of the Plan was received and that the Applicant has read and understands the above note.

7. If the request involves an indoor physical fitness facility, the non-school related group must:

- Designate at least one adult who agrees to be an emergency responder. If possible, all emergency responders should be trained CPR and AED users.
- Give a copy of the District’s plan for responding to medical emergencies to each designated emergency responder.
- Require that 9-1-1 be called for medical emergencies and whenever an AED is used.
- Ensure that each designated emergency responder knows the location of first aid equipment and any AED.
- Ensure that only trained AED users operate an AED, unless the circumstances do not allow time for a trained AED user to arrive.
- Arrange for at least one emergency responder to have a tour of the facility before the activity.
- ~~Ensure that if an AED is used, all appropriate forms are completed (4:170-E6, Automatic~~
- ~~External Defibrillator Incident Report).~~
_____ Initial here if this is agreeable

I certify that I am authorized to act for the above-named organization. I understand that: (1) the granting of this request does not constitute recognition of my organization as a school-related group or activity, and (2) my organization may not represent itself or any of its activities as school-related. I have received **Board Policy 8.30 - Visitors to and Conduct on School Property** and I agree to: **(1) abide by the conditions stated in this application, and agree to (2) adhere to all Board policies and administrative procedures applicable to this use of the school’s facility.**

_____	_____
Applicant name (please print)	Telephone number
_____	_____
Address	Email address
_____	_____
Applicant Signature	Date

The Superintendent or designee will base his or her decision on the information being provided in this application as well as other criteria deemed important. **(Note to Superintendent or designee: ~~after~~ After approving or denying this application, return a copy of it to the person making the request, keep the original in the central office, and send a copy to the appropriate Building Principal.)**

Approved Denied

_____	_____
Superintendent or designee	Date

Adopted: July 8, 2009
Reviewed: July 2020
Amended:

IN CONSIDERATION OF THE USE OF THE SCHOOL FACILITY BY THE INDIVIDUAL IDENTIFIED ABOVE AS PART OF THE ORGANIZATION, I HEREBY MAKE THE FOLLOWING ACKNOWLEDGMENTS, ASSUME THE FOLLOWING RISKS, AND ENTER INTO THE FOLLOWING RELEASE AND INDEMNIFICATION AGREEMENTS.

Acknowledgments and Assumption of Risk

I/We acknowledge reading the Organization's completed **Application and Procedures for Use of School Facilities** and agree to abide by all of the procedures provided therein.

I/We further acknowledge that I/we have reviewed the US Centers for Disease Control and Prevention's Coronavirus Disease 2019 (COVID-19) webpage.

I/We accept and assume all of the risks arising out of or in any way connected with my use of the school facility identified above, including the possibility of contracting COVID-19.

Release and Indemnification

I/We do hereby agree to release, discharge, reimburse, indemnify and hold harmless Community Unit School District No. 5, McLean and Woodford Counties (the "District"), Illinois, its agents, officers, employees, and volunteers from any loss, claim, demand, damage, cost or other liability whatsoever, whether caused by the negligence of the District, its agents, officers, employees, volunteers, or otherwise, arising out of or in any way connected with my use of the school facility identified above, including without limitation contracting COVID-19. Should it become necessary for the District, or anyone acting on its behalf, to incur any costs or expenses, including attorney's fees and court costs, to enforce this Agreement, or in connection with any loss, claim, demand, damage, cost or other liability for which indemnification is provided by this Agreement, I/We agree to indemnify and hold them harmless for all such costs and expenses.

Individual Parent/Guardian (If individual identified above is a minor)

Date: _____

Date: _____