

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

Wednesday, March 20, 2024

Public Session - 6:30pm (Sign up for public comments will be open from 5:15pm - 6:15pm)

Normal West High School

501 N Parkside Rd

Normal, IL 61761

1. CALL TO ORDER AND ROLL CALL

2. ADJOURN TO CLOSED SESSION(6:00p.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, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity and
- 2(c)(2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

3. RECESS

4. RETURN TO PUBLIC SESSION

5. PLEDGE OF ALLEGIANCE

6. FOCUS ON STUDENTS AND GOOD NEWS REPORTS

- A CJHS All-Illinois Junior Band, Owen Myers 3
- B EJHS Chess Team 4
- C KJHS Wrestling 5
- D NCHS Boys Basketball 6
- E NCHS Swimming 8
- F NCHS Wrestling 10

7. SUPERINTENDENT COMMENTS

8. PUBLIC COMMENTS

9. ACTION

- A Adopt 2024-2029 Strategic Plan
- B Approve 36 Month Lease Agreement with Clayton Holdings, LLC, for Elementary 1 to 1 and Support Staff Chromebooks 12

10. REPORTS

- A Requests for Information Pursuant to the Illinois Freedom of Information Act
The District has received and processed the following requests for information:
 - 1 FOIA List 03.20.24 40

11. CONSENT AGENDA

- A Approval of Minutes
Minutes are not released for public viewing until approved by the Board of Education
 - 1 02.21.24 Closed Minutes
 - 2 02.21.24 Regular Minutes
- B Personnel Matters 41
- C Payment of Bills and Payrolls 47
 - 1 Bills & Payroll Reports
- D Approve Finance Department Reports 108
 - 1 Financial Statements for Dec, Jan & Feb
- E Approve Board Policies, Administrative Procedures, and Exhibits
 - 1 Section 2 - Board of Education
 - a. Administrative Procedure 2.150-AP1 Superintendent Committees 132
 - b. Exhibit 2.220-E6 Log of Closed Meeting Minutes 141

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H Approve IESA Membership	220
I Approve Towanda Elementary Portable Classrooms	221
J Approve Parkside Elementary Portable Classrooms	231
K Approve Cedar Ridge Elementary Portable Classrooms	250
L Approve PJHS Fire Alarm Replacement	269
M Approve NCHS Gym Floor Resurfacing Bid	279
N Approve Multifunction School Activity Bus Bid	280
O Approve 60 Month Equipment Maintenance and Cost Agreement with Watts Copy Systems for Color Copier Systems	281
P Approve Contract for Consulting Services Between the Board of Education of Community Unit School District No. 5, McLean and Woodford Counties, Illinois, and Dr. Sheila Greenwood.	
Q Approve Internet Service Provider Contract	286
R Approve Overnight Trip Requests	300
12. BOARD REPRESENTATIVE COMMITTEE MEETING REPORTS, ANNOUNCEMENTS AND COMMENTS	
13. ADJOURNMENT	



Chiddix Junior High School

300 S. Walnut Street
Normal, IL 61761
Ph: 309.557.4405
Fax: 309.557.4506

Mariana Nicasio, Principal
Daniel Tripp, Associate Principal
Dennis Larson, Assistant Principal

TO: Dr. Weikle and the Board of Education
FROM: Mariana Nicasio
RE: Owen Myers
DATE: March 20, 2024

Good evening everyone, my name is Mariana Nicasio and I am the proud principal of Chiddix Junior High School. It is my pleasure to introduce my fabulous band teacher, Mrs. Tricia Ogdon, along with Owen Myers, and his family who will share some Good News with everyone.



The All-Illinois Junior Band was founded for the express purpose of creating a premier musical experience for the state's finest middle school band students. As the first statewide middle school honor band in over half a century, membership in AIJB is determined solely through competitive blind auditions. Its goals are to provide an opportunity for middle school students to perform excellent literature with a mature ensemble and distinguished conductor, to interact with similarly dedicated student musicians from around the State of Illinois, and to encourage and inspire these outstanding young musicians to continue their musical studies.

Only 7th and 8th grade students are allowed to audition for this ensemble. Students who audition are required to submit a recording of themselves playing a 2 octave chromatic scale at 144 bpm and two contrasting etudes by early November which is challenging for any junior high student as the range and skills needed are typically taught in high school. Students that are selected are given their music in December and perform in January. Students only rehearse together on Friday and Saturday morning before their Saturday afternoon concert. Owen started working on his music over the summer and recorded many takes to show the judges he was qualified to join this group.

Ultimately, we are so proud to announce that Owen Myers was selected as 3rd chair in the trumpet section. This is a huge accomplishment since only 12 trumpet players from the whole state were invited to participate in this ensemble this school year. He performed in the Krannert Center at the University of Illinois in front of an audience of 250 family, friends, and loved ones during the weekend of January 20th. We are so proud of Chiddix Charger. Owen's hard work and dedication are appreciated and honored by our school community!



MRS. Kimberly Martin-Boyd
PRINCIPAL

MR. Brett Papoccia
ASSOCIATE PRINCIPAL | ATHLETIC DIRECTOR

MRS. Sarah Crowder
Assistant PRINCIPAL

2901 MORRISSEY DR
BLOOMINGTON, IL 61704

PHONE 309 557 4406
FAX 309 557 4507
WEB UNIT5.ORG/EVANS

February 26, 2024

Dr. Weikle and Board Of Education,

It is my pleasure to share good news from Evans Jr. High School. Our school's chess team has enjoyed tremendous success. Under the direction of coach, Mr. Barry Bridgette, our team won many tournaments throughout the season culminating in a sweep, winning all three state championship titles.

Last weekend our 6th, 7th and 8th grade teams became IESA State Tournament Chess Champions! Evans had several individual champions: 6th grade Bronze Medalist Samarth Singh and Silver Medalist Arnav Sharma; 7th grade Bronze Medalist Mahendra Lavanur and Silver Medalist Srikar Jayam; 8th grade Bronze Medalist Sukhi Doddi, Silver Medalist Pragyan Misra and three time Gold Medalist Vamsi Munaganuri.

We are so proud of how these students have represented Eagle Nation in the state competition, truly showing others how to "Be the Good."

Thank you for allowing me to share this accomplishment with you.

Sincerely,

Kimberly Martin-Boyd

Evans Jr. High School Principal



KINGSLEY JUNIOR HIGH SCHOOL
COMMUNITY. GROWTH. INNOVATION.

ELISA PALMER
Principal

SYLVESTER DAVIS
Associate Principal & Athletic Director

DENNIS LARSON
Assistant Principal

303 Kingsley Street
Normal, IL 61761

Phone: 309.557.4407
Fax: 309.557.4508

March 14, 2024

Dear Dr. Weikle and Board of Education,

It is my pleasure to share the success of the KJHS wrestling program this season. Under the direction of coaches Chris Merrill and Philip Merrill, four Kingsley wrestlers advanced to the IESA State competition in Dekalb, IL. State qualifiers include Mauricio Collins (8th), Evan Kuhlman (7th), Bryce Kuhlman (8th), and Mason Soney (8th). At the end of competition, 3 of these individuals placed at state with Evan Kuhlman placing 5th at 75 pounds, Bryce Kuhlman finishing 3rd at 90 Pounds, and Mason Soney, winning the state championship at 105 Pounds.

We are so proud of how these students have represented Cougar Nation during the season and in postseason competition. Thank you for allowing us to share this accomplishment with you.

Sincerely,

Elisa Palmer
Kingsley Jr. High School Principal



NORMAL COMMUNITY HIGH SCHOOL

3900 East Raab Road | Normal, Illinois 61761 | Phone (309) 557-4401 | Website: www.unit5.org/NCHS

March 17, 2024

To: Dr. Weikle & The Board of Education
From: Nic Kearfott, Normal Community High School Athletic Director
Re: Outstanding Winter Athletic Accomplishments
Date: March 17, 2024

Normal Community High School Athletics had a great winter season with numerous athletes deserving special recognition for outstanding performances and accomplishments.

The following athletes and team performed at a very high level and represented NCHS and the entire community in a positive fashion:

- Wade Pyle and Kenneth Wills - Boys Swimming
- Caden Correll and Cooper Caraway - Wrestling
- Normal Community Boys Basketball Team.

Boys Swimming

Sophomore Wade Pyle had a great season with many triumphs. He won the 50 freestyle, 100 freestyle and the 200 and 400 freestyle relays at the Intercity Meet. At the IHSA Sectional, Wade won the 100 and 200 freestyle, 200 medley relay and 400 freestyle relay. To finish the season, Wade finished 13th place in the 200-yard freestyle and 15th place in the 100-yard freestyle at the IHSA State Finals! He also broke the school record in both events.

Kenneth Wills completed his outstanding swimming career at the IHSA State Tournament and brought home some hardware. He won the 200 IM, 200 Medley Relay and the 200 and 400 freestyle relays at the Intercity Meet. At the IHSA Sectional Meet, he won the 200 IM, 500 freestyle and 200 medley relay and 400 freestyle relay. To cap off Kenneth's decorated career, he finished 9th place at the IHSA State Finals in the 500-yard freestyle.

Wrestling

Junior Caden Correll, who wrestled at 106 lbs, ended his season with a 39-7 overall record. He was Big 12 Conference Champ in his weight class, a 2x IHSA Class 3A State Qualifier, and a 2x 5th Place All-Stater.

Senior Cooper Caraway, wrestled at 215 lbs, finished his season with a 46-5 overall record, was Big 12 Conference Champ in his weight class, a 3x IHSA Class 3A state qualifier, a 2x All-Stater and earned 5th place this year.

Boys Basketball

The 2023-24 Varsity Boys Basketball team finished its historic season with a 32-6 record. They dominated and won the Intercity Tournament, won the Big 12 Conference with a 10-0 record, IHSA Regional over Rock Island on their home court. Unbelievably beat Quincy

Dr. Adam Zbrozek, *Principal* | Ms. Courtney McClure, *Associate Principal*

Mr. Jeff Barnard, *Asst. Principal* | Mr. Anthony Clark, *Asst. Principal* | Mrs. Sharon Collins, *Asst. Principal*
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with a game winning dunk at the buzzer and avenged a mid-season loss to Downers Grove North in the Super-Sectional. At the State Tournament, the Ironmen beat Palatine in the semifinal game and lost to Homewood-Flossmoor in the championship game. Normal Community brought home the IHSA 4A Boy Basketball Runner-up State Trophy. During the season, Coach Dave Witzig earned his 500th varsity career win. Niko Newsom was named to the Big 12 All-Conference 2nd Team while Jaheem Webber, Noah Cleveland and Braylon Roman were named to the Big 12 All-Conference 1st Team, and Braylon Roman was named Co-Player of the year. The following were also named to the IBCA All-State Team: Braylon Roman-1st Team, Jaheem Webber-2nd Team, Noah Cleveland-3rd Team and Niko Newsome-Special Mention.

We are very proud of all of our winter athletes and their outstanding accomplishments. Go Ironmen!

Sincerely,

Nic Kearfott, CAA
Athletic Director, Normal Community High School
3900 East Raab Rd.
Normal, IL. 61761
(309) 557-4401
kearfon@unit5.org



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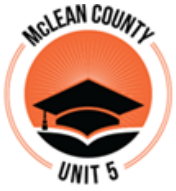
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Athletic Director, Normal Community High School
3900 East Raab Rd.
Normal, IL. 61761
(309) 557-4401
kearfon@unit5.org



McLean County Unit School District No. 5

Educating each student to achieve personal excellence.

Finance Department

1809 Hovey Ave
Normal, IL 61761
309.557.4000

TO: Board of Education

FROM: Thomas Hoerr, Director of Financial Services

CC: Dr. Kristen Weikle, Superintendent; Martin Hickman, CFO; David Schumer, Director of Technology

DATE: March 20, 2024

RE: 2023 Elementary & Paraprofessional Chromebook Refresh ITB Results

On Thursday February 1, 2024 at 10:00 AM bids were received at the District Office at 1809 Hovey Ave for 2,250 Dell Chromebook 3110 devices with touch screens, 4,750 Dell Chromebook 3110 devices without touch screens, and 500 Dell Latitude 3445 Chromebooks.

Six sealed bids were received, publicly opened and read from four vendors. Administration recommends the Board approve the most responsible bidder, ITsavvy LLC, for their bid of \$2,762,900.

While ITsavvy did not submit the lowest bid, after evaluation of past experience, products and services offered, and overall technology expertise of all vendors and their bids, ITsavvy was selected as the most responsible bidder with the lowest bid. The District has a good working relationship with ITsavvy, and is confident that it can support the devices that are being purchased.

ESCROW AGREEMENT

This Escrow Agreement (the "Escrow Agreement"), dated as of the Nineteenth day of March, 2024 and entered into among **Clayton Holdings, LLC**, a Missouri Limited Liability Company (together with its successors and assigns, "Lessor"), **Community Unit School District No. 5, McLean and Woodford Counties, Illinois**, a municipal corporation and political subdivision existing under the laws of Illinois ("Lessee"), and **UMB Bank, N.A.**, a national banking association, as escrow agent (together with its successors and assigns, the "Escrow Agent").

Name of Acquisition Fund: "Community Unit School District No. 5, SCH 014"

Amount of Deposit into the Acquisition Fund: \$2,762,900.00

TERMS AND CONDITIONS

1. This Escrow Agreement relates to the State and Municipal Lease/Purchase Agreement dated as of the nineteenth day of March, 2024, (the "Lease"), between Lessor and Lessee.

2. Lessor, Lessee and the Escrow Agent agree that the Escrow Agent will act as sole Escrow Agent under the Lease and this Escrow Agreement, in accordance with the terms and conditions set forth in this Escrow Agreement. The Escrow Agent shall not be deemed to be a party to the Lease, and this Escrow Agreement shall be deemed to constitute the entire agreement between Lessor and Lessee and the Escrow Agent.

3. There is hereby established in the custody of the Escrow Agent a special trust fund designated as set forth above (the "Acquisition Fund") to be held and administered by the Escrow Agent in trust for the benefit of Lessor and Lessee in accordance with this Escrow Agreement.

4. Lessor shall deposit in the Acquisition Fund the amount specified above. Moneys held by the Escrow Agent hereunder shall be invested and reinvested by the Escrow Agent upon written order of an authorized Lessee representative, in accordance with the Arbitrage Instructions attached as **Exhibit A**, in Qualified Investments (as defined below) maturing or subject to redemption at the option of the holder thereof prior to the date on which it is expected that such funds will be needed. If an Authorized Lessee Representative fails to timely direct the investment of any moneys held hereunder, the Escrow Agent shall invest and reinvest such moneys in Goldman Sachs Financial Square Treasury Fund #525, which is a Qualified Investment described in 5(vi) below. Such investments shall be held by the Escrow Agent in the Acquisition Fund; any interest and gain earned on such investments shall be deposited in the Acquisition Fund, and any losses on such investments shall be charged to the Acquisition Fund. The Escrow Agent may act as purchaser or agent in the making or disposing of any investment.

5. "Qualified Investments" means, to the extent the same are at the time legal for investment of the funds being invested: (i) direct general obligations of the United States of America; (ii) obligations the timely payment of principal of and interest on which is fully and unconditionally guaranteed by the United States of America; (iii) general obligations of the agencies and instrumentalities of the United States of America acceptable to Lessor; (iv) certificates of deposit, time deposits or demand deposits with any bank or savings institution including the Escrow Agent or any affiliate thereof, provided that such certificates of deposit, time deposits or demand deposits, if not insured by the Federal Deposit Insurance Corporation or the Federal Savings and Loan Insurance Corporation, are fully secured by obligations described in (i), (ii) or

(iii) above; or (v) repurchase agreements with any state or national bank or trust company, including the Escrow Agent or any affiliate thereof, that are secured by obligations of the type described in (i), (ii) or (iii) above, provided that such collateral is free and clear of claims of third parties and that the Escrow Agent or a third party acting solely as agent for the Escrow Agent has possession of such collateral and a perfected first security interest in such collateral; or (vi) money market mutual funds that are invested in securities described in (i), (ii) or (iii) and that are rated "Aaa" by Moody's Investors Service or "AAAm-G" by Standard & Poor's Ratings Services or the comparable rating by Fitch IBCA, Inc.

6. Moneys in the Acquisition Fund shall be used to pay for the cost of acquisition of the Equipment listed in the Lease. Such payment shall be made from the Acquisition Fund upon presentation to the Escrow Agent of one or more properly executed Payment Request and Acceptance Certificates, a form of which is attached as **Exhibit B**, executed by Lessee and approved in writing by Lessor, together with the Vendor's invoice specifying the acquisition price of the Equipment described in the Payment Request and Acceptance Certificate. In making any disbursement pursuant to this **Section 6**, the Escrow Agent may conclusively rely as to the completeness and accuracy of all statements in such Payment Request and Acceptance Certificate, and the Escrow Agent shall not be required to make any inquiry, inspection or investigation in connection therewith. Without limiting the foregoing, the Escrow Agent shall have no duty to review, and shall not be responsible for the contents of, invoices delivered to it hereunder. The approval of each Payment Request and Acceptance Certificate by the Lessor shall constitute unto the Escrow Agent an irrevocable determination by the Lessor that all conditions precedent to the payment of the amounts set forth therein have been completed.

7. The Acquisition Fund shall terminate upon the occurrence of the earlier of (a) the presentation of a proper Payment Request and Acceptance Certificate and the Final Acceptance Certificate, a form of which is attached as **Exhibit C**, properly executed by Lessee, (b) 12 months from the date hereof (or such later date as may be agreed to in writing by Lessor and Lessee with notice in writing to Escrow Agent), or (c) the presentation of written notification by the Lessor that the Lease has been terminated pursuant to **Section 8** or **20** of the Lease. Upon termination as described in clause (a) or (b) of this paragraph, any amount remaining in the Acquisition Fund shall be paid to Lessor for application as provided in the Lease. Upon termination as described in clause (c) of this paragraph, any amount remaining in the Acquisition Fund shall immediately be paid to Lessor. The Escrow Agent may rely conclusively upon Lessor's written instructions in disbursing any amounts remaining in the Acquisition Fund upon termination and shall not be responsible in any manner for the exclusion from gross income of interest portions of Rental Payments under the Lease.

8. The Escrow Agent may at any time resign by giving at least 30 days written notice to Lessee and Lessor, but such resignation shall not take effect until the appointment of a successor Escrow Agent. The substitution of another bank or trust company to act as Escrow Agent under this Escrow Agreement may occur by written agreement of Lessor and Lessee. In addition, the Escrow Agent may be removed at any time, with or without cause, by an instrument in writing executed by Lessor and Lessee. In the event of any resignation or removal of the Escrow Agent, a successor Escrow Agent shall be appointed by an instrument in writing executed by Lessor and Lessee. Such successor Escrow Agent shall indicate its acceptance of such appointment by an instrument in writing delivered to Lessor, Lessee and the predecessor Escrow Agent. Thereupon such successor Escrow Agent shall, without any further act or deed, be fully vested with all the trusts, powers, rights, duties and obligations of the Escrow Agent under this Escrow Agreement and the predecessor Escrow Agent shall deliver all moneys and securities held by it under this Escrow Agreement to such successor Escrow Agent whereupon the duties and obligations of the predecessor Escrow Agent shall cease and terminate. If a successor Escrow Agent has not been so appointed within 90 days of such

resignation or removal, the Escrow Agent may petition a court of competent jurisdiction to have a successor Escrow Agent appointed.

9. Any corporation or association into which the Escrow Agent may be merged or converted or with or into which it may be consolidated, or to which it may sell or transfer its corporate trust business and assets as a whole or substantially as a whole, or any corporation or association resulting from any merger, conversion, sale, consolidation or transfer to which it is a party, shall be and become successor Escrow Agent hereunder and shall be vested with all the trusts, powers, rights, obligations, duties, remedies, immunities and privileges hereunder as was its predecessor, without the execution or filing of any instrument or any further act on the part of any of the parties hereto.

10. The Escrow Agent incurs no responsibility to make any disbursements pursuant to the Escrow Agreement except from funds held in the Acquisition Fund. The Escrow Agent makes no representations or warranties as to the title to any Equipment listed in the Lease or as to the performance of any obligations of Lessor or Lessee.

11. The Escrow Agent may act in reliance upon any writing or instrument or signature which it, in good faith, believes to be genuine, may assume the validity and accuracy of any statement or assertion contained in such a writing or instrument, and may assume that any person purporting to give any writing, notice, advice or instructions in connection with the provisions hereof has been duly authorized to do so. The Escrow Agent shall not be liable in any manner for the sufficiency or correctness as to form, manner and execution, or validity of this Escrow Agreement other than its own execution thereof or any instrument deposited with it, nor as to the identity, authority or right of any person executing the same; and its duties hereunder shall be limited to those specifically provided herein.

12. Unless the Escrow Agent is guilty of negligence or willful misconduct with regard to its duties hereunder, Lessee, to the extent permitted by law, and Lessor jointly and severally hereby agree to indemnify the Escrow Agent and hold it harmless from any and all claims, liabilities, losses, actions, suits or proceedings at law or in equity, or any other expense, fees or charges of any character or nature, which it may incur or with which it may be threatened by reason of its acting as Escrow Agent under this Escrow Agreement; and in connection therewith, to indemnify the Escrow Agent against any and all expenses, including reasonable attorneys' fees and the cost of defending any action, suit or proceeding or resisting any claim.

13. The aggregate amount of the costs, fees, and expenses of the Escrow Agent in connection with the creation of the escrow described in and created by this Escrow Agreement and in carrying out any of the duties, terms or provisions of this Escrow Agreement is a one time fee in the amount of \$250.00 to be paid by Lessee concurrently with the execution and delivery of this Escrow Agreement.

Notwithstanding the preceding paragraph, the Escrow Agent shall be entitled to reimbursement from Lessee of reasonable out-of-pocket, legal or extraordinary expenses incurred in carrying out the duties, terms or provisions of this Escrow Agreement (including attorneys' fees and expense). Claims for such reimbursement may be made to Lessee and in no event shall such reimbursement be made from funds held by the Escrow Agent pursuant to this Escrow Agreement. The Escrow Agent agrees that it will not assert any lien whatsoever on any of the money or Qualified Investments on deposit in the Escrow Fund for the payment of fees and expenses for services rendered by the Escrow Agent under this Escrow Agreement or otherwise.

14. If Lessee, Lessor, the Escrow Agent or any other person shall be in disagreement about the interpretation of the Lease or this Escrow Agreement, or about the rights and obligations, or the propriety of any action contemplated by the Escrow Agent hereunder, the Escrow Agent may, but shall not be required

to, file an appropriate civil action to resolve the disagreement. The Escrow Agent shall be entitled to refuse to comply with any demand or claim, as long as such disagreement shall continue, and in so refusing to make any delivery or other disposition of any money, papers or property involved or affected thereby, the Escrow Agent shall not be or become liable to the undersigned or to any other person for its refusal to comply with such demands, and the Escrow Agent shall be entitled to refuse and refrain to act until (a) such civil action has been resolved by full and final adjudication in a court assuming and having jurisdiction over such subject matter, or (b) all differences shall have been adjusted by agreement and the Escrow Agent shall have been notified thereof in writing, signed by all the interested parties. The Escrow Agent shall be indemnified by Lessor and Lessee, to the extent permitted by law, for all costs, including reasonable attorneys' fees and expenses, in connection with such civil action, and shall be fully protected in suspending all or part of its activities under this Escrow Agreement until a final judgment in such action is received.

15. The Escrow Agent may consult with counsel of its own choice and shall have full and complete authorization and protection for any action or non-action taken by the Escrow Agent in accordance with the opinion of such counsel. The Escrow Agent shall otherwise not be liable for any mistakes of facts or errors of judgment, or for any acts or omissions of any kind unless caused by its negligence or willful misconduct.

16. This Escrow Agreement shall be governed by and construed in accordance with the laws of the state of Illinois.

17. In the event any provision of this Escrow Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

18. This Escrow Agreement may be executed in several counterparts, each of which so executed shall be an original. The transactions described herein may be conducted and related documents may be sent and stored by electronic means.

19. This Escrow Agreement may be executed in several counterparts, each of which so executed shall be an original.

20. The parties hereto agree that, for tax reporting purposes, all interest or other income, if any, attributable to the Escrowed Funds or any other amount held in escrow by the Escrow Agent pursuant to this Agreement shall be allocable to the Lessee. The Lessee and Lessor agree to provide the Escrow Agent completed Forms W-9 (or Forms W-8, in the case of non-U.S. persons) and other forms and documents that the Escrow Agent may reasonably request (collectively, "Tax Reporting Documentation") at the time of execution of this Agreement. Additionally, the parties hereto agree that they will provide any information reasonably requested by the Escrow Agent to comply with the USA Patriot Act of 2001, as amended from time to time, and the Bank Secrecy Act of 1970, as amended from time to time (together the "Acts"), which information will be used to verify the identities of the parties to ensure compliance with the terms of such Acts. The parties hereto understand that if such Tax Reporting Documentation is not so certified to the Escrow Agent, the Escrow Agent may be required by the Internal Revenue Code, as it may be amended from time to time, to withhold a portion of any interest or other income earned on the investment of monies or other property held by the Escrow Agent pursuant to this Escrow Agreement.

IN WITNESS WHEREOF, Lessor, Lessee and the Escrow Agent have caused this Escrow Agreement to be executed by their duly authorized representatives.

Clayton Holdings, LLC

LESSOR

By: _____

Title: _____

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

LESSEE

By: _____

Printed Name: Martin S. Hickman

Title: Chief Financial Officer

UMB Bank, N.A.

ESCROW AGENT

By: _____

Title: _____

EXHIBIT A

ARBITRAGE INSTRUCTIONS

These Arbitrage Instructions provide procedures for complying with § 148 of the Internal Revenue Code of 1986, as amended (the "Code"), in order to preserve the exclusion from federal gross income of the interest portions of the Rental Payments under the Lease.

1. Temporary Period/Yield Restriction. Except as described in this paragraph, money in the Acquisition Fund must not be invested at a yield greater than the yield on the Lease. Proceeds of the Lease in the Acquisition Fund and investment earnings on such proceeds may be invested without yield restriction for three years after the Start Date of the Lease. If any unspent proceeds remain in the Acquisition Fund after three years, such amounts may continue to be invested without yield restriction so long as Lessee pays to the IRS all yield reduction payments under § 1.148-5(c) of the Treasury Regulations.

2. Opinion of Bond Counsel. These Arbitrage Instructions may be modified or amended in whole or in part upon receipt of an opinion of nationally recognized counsel in the area of tax-exempt municipal obligations, satisfactory to Lessor, that such modifications and amendments will not adversely affect the exclusion of the interest portions of Rental Payments from gross income for federal income tax purposes.

EXHIBIT B

FORM OF PAYMENT REQUEST AND ACCEPTANCE CERTIFICATE

To: Clayton Holdings, LLC, as Lessor
8000 Forsyth Blvd., Suite 510
St. Louis, Missouri 63105

UMB Bank, N.A., as Escrow Agent
928 Grand Blvd., 12th Floor
Kansas City, MO 64106

Re: Community Unit School District No. 5, SCH 014 Acquisition Fund established by the Escrow Agreement, dated March 19, 2024 (the "Escrow Agreement") among Clayton Holdings, LLC, as lessor ("Lessor"), Community Unit School District No. 5, McLean and Woodford Counties, Illinois, ("Lessee") and UMB Bank, N.A., as Escrow Agent (the "Escrow Agent")

Ladies and Gentlemen:

The Escrow Agent is hereby requested to pay from the Acquisition Fund to the person or corporation designated below as Payee, the sum set forth below in payment of a portion or all of the cost of the acquisition of the equipment or the interest portions of Rental Payment(s) described below. The amount shown below is due and payable under the invoice of the Payee attached hereto with respect to the cost of the acquisition of the equipment or payment of the interest portions of Rental Payment(s) and has not formed the basis of any prior request for payment.

The equipment described below is part or all of the "Equipment" that is listed in State and Municipal Lease/Purchase Agreement dated as of the nineteenth day of March, 2024 (the "Lease") described in the Escrow Agreement.

Equipment: _____

Payee: _____

Amount: \$ _____

Lessee hereby certifies and represents to and agrees with Lessor and the Escrow Agent as follows:

1. All of the above-listed Equipment has been delivered to and received by the undersigned; all installation or other work necessary prior to the use thereof has been completed; said Equipment has

been examined and/or tested and is in good operating order and condition and is in all respects satisfactory to the undersigned and as represented, and said Equipment has been accepted by the undersigned and complies with all terms of the Lease. Consequently, you are hereby authorized to pay for the Equipment in accordance with the terms of any purchase orders for the same.

2. In the future, in the event the Equipment fails to perform as expected or represented we will continue to honor the Lease in all respects and continue to make our rental and other payments thereunder in the normal course of business and we will look solely to the vendor, distributor or manufacturer for recourse.

3. We acknowledge that Lessor is neither the vendor nor manufacturer or distributor of the Equipment and has no control, knowledge or familiarity with the condition, capacity, functioning or other characteristics of the Equipment.

4. No event or condition that constitutes, or with notice or lapse of time, or both, would constitute, an Event of Default (as defined in the Lease) exists at the date hereof.

5. Lessee is currently maintaining the insurance coverage required by **Section 17** of the Lease

6. The serial number for each item of Equipment which is set forth on Schedule A to the Lease is correct.

APPROVED:

Dated: _____, 2024

Clayton Holdings, LLC

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

LESSOR

LESSEE

By: _____

By: _____

Title: Officer _____

Printed Name: Martin S. Hickman

Title: Chief Financial Officer

EXHIBIT C

FINAL ACCEPTANCE CERTIFICATE

[THIS CERTIFICATE IS TO BE EXECUTED ONLY WHEN ALL EQUIPMENT
HAS BEEN ACCEPTED]

The undersigned hereby certifies that the equipment described above, together with the equipment described in and accepted by Payment Request and Acceptance Certificates previously filed by Lessee with the Escrow Agent and Lessor pursuant to the Escrow Agreement, constitutes all of the Equipment subject to the Lease.

Dated: _____

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

LESSEE

By: _____

Printed Name: Martin S. Hickman, Chief Financial Officer



Sent via Email: Frank.Hill@CommerceBank.com

March 19, 2024

Martin S. Hickman, Chief Financial Officer
Community Unit School District No. 5, McLean and Woodford Counties, Illinois
1809 W. Hovey Avenue
Normal, Illinois, 61761

Re: Financing for New Technology Equipment including 2,250 Dell Chromebooks 3110 (Touch Screen); 4,750 Dell Chromebooks 3110 (Non-Touch Screen); and 600 Dell Chromebooks Latitude 3445.

Dear Martin:

Please find the enclosed documentation for your review and completion. An instruction sheet has been included as a guide to assist you with the process. Once you have completed and returned the required documentation to Clayton Holdings, LLC the transaction can be funded. The documentation has been filled out according to the terms and amount shown on the formal proposal. If you have questions or comments please call.

Clayton Holdings, LLC is listed as Lessor in this State and Municipal Lease/Purchase Agreement. **For your convenience, we have listed the documentation that we require before closing:**

- The **Lease WITH ALL SCHEDULES EXECUTED CORRECTLY***
 - 8038-G IRS Form and Questionnaire to be forwarded to the IRS per the instruction letter***
 - The Escrow Agreement*
 - Escrow Account Set-up Fee of **\$250.00** made payable to **UMB Bank, N.A.***
-

If you have any questions regarding the above documentation, please feel free to contact me.

Sincerely,

Nancy Mullen
Municipal Documentation Administrator
Email: nancy.mullen@commercebank.com
Phone: 617-584-2868

Documentation Instructions

PLEASE EXECUTE THE DOCUMENTS **IN BLUE INK** AND RETURN ALL ORIGINAL DOCUMENTS TO:

Clayton Holdings, LLC c/o Beth Blumenthal
8000 Forsyth Boulevard, Suite 510, Saint Louis, MO 63105
Please call Nancy Mullen at 617-584-2867 with any questions during completion

State and Municipal Lease/ Purchase Agreement

- An individual authorized by the Lessee should sign and date where indicated.
- Federal Tax ID # should be inserted, or confirmed if already completed.

Schedule A - Description of Equipment

- Fill in the description of equipment, unless already completed.
- Type in Physical Address of the location where the Equipment will be housed upon delivery.
- Sign and date where indicated.

Schedule B - Delivery and Acceptance Certificate

- Authorized individual should sign and date where indicated, then type her/his name and title below, if not already completed.

Schedule C - Amortization/Payment Schedule

- Sign and date where indicated.

Schedule D - Opinion of Counsel

- The attached is a "Draft" form of the Opinion. This should be provided to your counsel along with a copy of the lease. Your Counsel should provide an original of this Opinion on their letterhead, signed and dated. The date of the Opinion should be on or after the date the lease is signed by the Lessee.

Schedule E - Bank Qualified Designation

- First paragraph should be completed by the Secretary or Clerk of the Board (as Witness).
- Middle section should list all individuals authorized to sign for the Board and include the signature of all authorized signers of the Lessee (this should include any persons who will be signing forms, including payment request forms for the Escrow account).
- Bottom section should be signed by the Secretary or Clerk of the Board as Witness.

Schedule F - Essential Use/Source of Funds Letter

- Please complete where indicated. List intended use of equipment, the useful life of equipment, the source of funds and then authorized individual should sign and date where indicated.
- Witness should also sign where indicated.

Schedule G - Proof of Insurance

- Please complete the insurance agent information.
- Please sign and date the form.
- Contact your insurance provider for a certificate of insurance naming Clayton Holdings, LLC, as Loss Payee under the property damage policy, and Additional Insured under the general liability policy.

Schedule H - Authorization for Preauthorized Payments (if utilizing this free service) N/A

Schedule I - Disbursement Authorization

- Verify that information is correct, then sign and date where indicated.

8038-G IRS Form & Questionnaire

- Please verify Lessee's Federal Identification number in Part 1, Box 2.
- Sign, date and type the name of the individual signing this document, unless already completed.
- Review information on Questionnaire, then sign, date and type the name of the individual signing this document, unless already completed.

W-9 (rev 3-2024)

- Please verify Lessee's information.
- Sign, date and type the name of the individual signing this document, unless already completed.



CLAYTON HOLDINGS, LLC

STATE & MUNICIPAL LEASE/PURCHASE AGREEMENT

Lease Number: 5000125-014

This State and Municipal Lease/Purchase Agreement (the "Lease") is made and entered into on this, the nineteenth day of March, 2024 by and between Clayton Holdings, LLC with offices at 8000 Forsyth Boulevard, Suite 510, St. Louis, Missouri 63105 (herein called the "Lessor"), and Community Unit School District No. 5, McLean and Woodford Counties, Illinois, with its principal address at 1809 W. Hovey Avenue, Normal, Illinois 61761 (herein called the "Lessee"), wherein it is agreed as follows:

- 1. LEASE OF EQUIPMENT:** Lessee hereby requests Lessor to acquire the equipment described in Schedule A attached hereto and made a part hereof. Subject to the terms and conditions hereof, Lessor agrees to lease to Lessee and Lessee agrees to lease from Lessor the equipment described in Schedule A, with all replacement parts, repairs, additions and accessories incorporated therein or affixed thereto (herein collectively called the "Equipment").
- 2. DELIVERY AND ACCEPTANCE:** Lessee agrees to order the Equipment from the supplier of such Equipment, but will not be liable for specific performance of this Lease or for damages if for any reason the supplier delays or fails to fill the order. Lessee will cause the Equipment to be delivered at the location specified in Schedule A (the "Equipment Location"). Lessee will pay all transportation and other costs, if any, incurred in connection with the delivery and installation of the Equipment. Any delay in such delivery will not affect the validity of this Lease. Lessee will accept the Equipment as soon as it has been delivered and is operational, or as soon as any manufacturer or vendor pre-acceptance test period has expired. Lessee will have no more than thirty (30) days from the date of delivery of the Equipment to accept such Equipment. In the event the Equipment is not accepted by Lessee within thirty (30) days from the date of its delivery, Lessor, at Lessor's sole option, will have the right to terminate this Lease. Lessee will evidence its acceptance of the Equipment by executing and delivering to Lessor a delivery and acceptance certificate in the form of Schedule B attached hereto and made a part hereof (the "Acceptance Certificate"). Lessee hereby authorizes the Lessor to add to this Lease and to any other description of the Equipment the serial number of each item of Equipment when available.
- 3. TERM:** This Lease will become effective upon the execution hereof by Lessee and Lessor. The initial term of this Lease will commence on the earlier of the date Lessee executes the Acceptance Certificate or the date funds sufficient to purchase the Equipment are deposited with a bank or trust company in an escrow fund (the "Start Date") and will extend through the end of Lessee's fiscal year containing the Start Date. Unless earlier terminated as expressly provided for in this Lease, the term of this Lease will be automatically renewed on a year-to-year basis for the number of annual fiscal periods necessary to comprise the lease term as set forth in Schedule C attached hereto and made a part hereof (the "Lease Term").
- 4. RENT:** Lessee agrees to pay Lessor or any Assignee (as defined in Section 22 below), the rental payments for the Equipment as set forth in Schedule C (the "Rental Payments"). A portion of each Rental Payment is paid as and represents the payment of interest as set forth in Schedule C. The Rental Payments will be payable without notice or demand, at the office of Lessor (or such other place as Lessor or any Assignee may designate in writing, from time to time) and will commence on the Start Date or as otherwise set forth in Schedule C, and the remaining Rental Payments will be payable on the same day of each consecutive month or quarter or semiannual or annual period thereafter (as designated in Schedule C) for the duration of the Lease Term. Any notice, invoicing, purchase orders, quotations or other forms or procedures requested by Lessee in connection with payment will be fully explained and provided to Lessor or any Assignee sufficiently in advance of the payment due date for the completion thereof by Lessor or any Assignee prior to such payment date, but none of the foregoing will be a condition to Lessee's obligation to make any such payment. If Lessee fails to pay any annual rental payment or any other sums under the Lease within ten (10) days when the same becomes due, Lessee shall pay to Lessor (in addition to and not in lieu of other rights of Lessor) a late charge equal to the greater of five (5%) percent of such delinquent amount or Twenty-Five Dollars (\$25.00), but in any event not more than the maximum permitted by law. Such late charge shall be payable by Lessee upon demand by Lessor and shall be deemed rent hereunder. Lessee acknowledges and agrees that the late charge (i) does not constitute interest, (ii) is an estimate of the costs Lessor will incur as a result of the late payment and (iii) is reasonable in amount. Lessor and Lessee understand and intend that the obligation of Lessee to pay Rental Payments hereunder will constitute a current expense of Lessee and will not in any way be construed to be a debt of Lessee in contravention of any applicable constitutional or statutory limitation or requirement concerning the creation of indebtedness by Lessee. EXCEPT AS SPECIFICALLY PROVIDED IN SECTION 8 HEREOF, THE RENTAL PAYMENTS SHALL BE ABSOLUTE AND UNCONDITIONAL IN ALL EVENTS AND WILL NOT BE SUBJECT TO ANY SETOFF, DEFENSE, COUNTERCLAIM, ABATEMENT OR RECOURSE FOR ANY REASON WHATSOEVER.

Notwithstanding the foregoing, in the event that Lessee, by its use of the Equipment or by its actions or omissions or by any means whatsoever, causes any interest payments as set forth in Schedule C to be included in Lessor's gross income, Lessee agrees that the interest portion of the Rental Payments on Schedule C will be adjusted commencing with the first day of the next succeeding fiscal year of the Lessee, but only if this Lease is renewed for such fiscal year, and thereafter, so that Lessor, its Assignees and any participants with such, will be in the same after-tax position they would have been in had such payment been excluded from the gross income of Lessor, its Assignees and any participants with such under Section 103 of the Code.

- 5. AUTHORITY AND AUTHORIZATION:** Lessee represents, warrants and covenants that (a) it will do or cause to be done all things necessary to preserve and keep in full force and effect (i) its existence, and (ii) subject to Section 8 hereof, the Lease; (b) it has complied with all bidding and budgeting requirements where necessary and by due notification has presented this Lease for approval and adoption as a valid obligation on its part and that all requirements have been met and procedures have been followed to ensure the enforceability of the Lease; (c) it has sufficient appropriations or other funds available to pay all amounts due hereunder for the current fiscal year period; (d) no event has occurred and no condition exists which, upon the execution of this Lease or with notice or the passage of time or both, would constitute a default under any debt, revenue or purchase obligation which it has issued or to which it is a party (the "Obligation") nor has it been in default under any Obligation at any time during the past five (5) years, and (e) no lease, rental agreement or contract for purchase, to which Lessee has been a party, at any time during the past five (5) years, has been terminated by Lessee as a result of insufficient funds being appropriated in any fiscal period.

6. **LESSEE CERTIFICATION:** Lessee warrants and covenants that (i) it is a state, or a political subdivision thereof, within the meaning of Section 103 of the Internal Revenue Code of 1986, as amended (the "Code"), and the related regulations and rulings thereunder; (ii) subject to Section 8 hereof, Lessee's obligation under this Lease constitutes an enforceable obligation issued by or on behalf of a state, or political subdivision thereof, such that any interest income derived under this Lease and due Lessor or its Assignee, including, but not limited to, those amounts designated as interest in Schedule C, will not be includable in the gross income of Lessor, its Assignee or any participants with such for the purposes of federal income taxation; (iii) this Lease represents a valid deferred payment obligation of Lessee for the amount herein set forth; (iv) Lessee has the legal capacity to enter into this Lease and is not in contravention of any state, county, district, city or town statute, rule, regulation or other governmental provision; (v) during the Lease Term, the Equipment will not be used in a trade or business of any other person or entity; (vi) Lessee will complete and file on a timely basis, Internal Revenue Service form 8038G or 8038GC, as appropriate, in the manner set forth in Section 149(e) of the Code; (vii) Lessee will not take any action or permit the omission of any action reasonably within its control which action or omission will cause the interest portion of any Rental Payment hereunder to be includable in gross income for federal income taxation purposes; and (viii) Lessee's federal employer identification number below is correct.
7. **APPROPRIATIONS AND ESSENTIAL USE:** Lessee reasonably believes that sufficient funds can be obtained to make all Rental Payments during the Lease Term. The responsible financial officer of Lessee will do all things lawfully within his or her power to obtain funds from which the Rental Payments, including any Rental Payments required by Section 4 hereof, may be made, including making provisions for such payments, to the extent necessary, in each proposed annual budget submitted for approval in accordance with applicable procedures of Lessee. Notwithstanding the foregoing, the decision whether or not to budget or appropriate funds or to extend this Lease for any subsequent annual fiscal period is solely within the discretion of the then current governing body of Lessee. It is Lessee's current intent to make the Rental Payments for the full Lease Term if funds are legally available therefore, and in that regard Lessee represents that (a) the use of the Equipment is essential to its proper, efficient, and economic functioning or to the services that it provides to its citizens; (b) Lessee has an immediate need for and expects to make immediate use of substantially all the Equipment, which need is not temporary or expected to diminish in the foreseeable future; and (c) the Equipment will be used by the Lessee only for the purpose of performing one or more of its governmental or proprietary functions consistent with the permissible scope of its authority.
8. **NONAPPROPRIATION OF FUNDS:** In the event no funds or insufficient funds are appropriated and budgeted or otherwise made available for Rental Payments, including any Rental Payments required by Section 4 hereof, for any fiscal period in which the Rental Payments for the Equipment are due under this Lease, then, without penalty, liability or expense to Lessee, this Lease will thereafter terminate and be rendered null and void on the last day of the fiscal period for which appropriations were made, except as to (i) the portions of the Rental Payments herein agreed upon for which funds have been appropriated and budgeted or are otherwise available and (ii) Lessee's other obligations and liabilities under this Lease relating to, accruing or arising prior to such termination. Lessee will, not less than sixty (60) days prior to the end of such applicable fiscal period, in writing, notify Lessor and any Assignee of such occurrence, but failure to give such notice will not prevent such termination. In the event of such termination, Lessee agrees to peaceably surrender possession of the Equipment to Lessor or its Assignee on the day of such termination, packed for shipment in accordance with manufacturer's specifications and eligible for manufacturer's maintenance, and freight prepaid and insured to any location in the continental United States designated by Lessor, all at Lessee's expense, Lessor or its Assignee may exercise all available legal and equitable rights and remedies in retaking possession of the Equipment.
9. **EXCLUSION OF WARRANTIES; LIMITATIONS OF LIABILITY; DISCLAIMER OF CONSEQUENTIAL DAMAGES: LESSEE HAS SELECTED BOTH THE EQUIPMENT AND THE VENDOR(S) FROM WHOM LESSOR IS TO PURCHASE THE EQUIPMENT IN RELIANCE HEREON. LESSEE ACKNOWLEDGES AND AGREES THAT THE EQUIPMENT IS OF A SIZE, DESIGN AND CAPACITY SELECTED BY LESSEE, THAT LESSOR IS NOT A MANUFACTURER, VENDOR, DISTRIBUTOR OR LICENSOR OF SUCH EQUIPMENT, AND THAT LESSOR LEASES THE EQUIPMENT AS IS AND HAS NOT MADE, AND DOES NOT HEREBY MAKE, ANY REPRESENTATION, WARRANTY OR COVENANT, EXPRESS OR IMPLIED, WITH RESPECT TO THE MERCHANTABILITY, CONDITION, QUALITY, DURABILITY, DESIGN, OPERATION, FITNESS FOR USE, OR SUITABILITY OF THE EQUIPMENT IN ANY RESPECT WHATSOEVER OR IN CONNECTION WITH OR FOR THE PURPOSES AND USES OF LESSEE, OR ANY OTHER REPRESENTATION, WARRANTY OR COVENANT OF ANY KIND OR CHARACTER, EXPRESS OR IMPLIED, WITH RESPECT THERETO INCLUDING ANY WARRANTIES OF TITLE OR AGAINST INFRINGEMENT OR ANY WARRANTIES ARISING FROM A COURSE OF DEALING, USAGE OR PRACTICE, ALL OF WHICH ARE SPECIFICALLY DISCLAIMED BY LESSOR AND IN NO EVENT SHALL LESSOR BE OBLIGATED OR LIABLE FOR ACTUAL, INCIDENTAL, CONSEQUENTIAL OR OTHER DAMAGES OF OR TO LESSEE OR ANY OTHER PERSON OR ENTITY ARISING OUT OF OR IN CONNECTION WITH THE EQUIPMENT, INCLUDING BUT NOT LIMITED TO THE SALE, LEASE, USE, PERFORMANCE OR MAINTENANCE OF THE EQUIPMENT, INCLUDING INTERRUPTION OF SERVICE, LOSS OF DATA, LOSS OF REVENUE OR PROFIT, LOSS OF TIME OR BUSINESS, OR ANY SIMILAR LOSS, EVEN IF ANY SUCH PERSON IS ADVISED IN ADVANCE OF THE POSSIBILITY OR CERTAINTY OF SUCH DAMAGES AND EVEN IF LESSEE ASSERTS OR ESTABLISHES A FAILURE OF ESSENTIAL PURPOSE OF ANY LIMITED REMEDY PROVIDED IN THIS LEASE.**

Lessee acknowledges that neither the original vendor nor licensor of the Equipment (including the salespersons of any of them) is an agent of Lessor, nor are they authorized to waive or alter any terms of this Lease. Lessee hereby waives any claim (including any claim based on strict or absolute liability in tort) it might have against Lessor or any assignee of the Lessor for any loss, damage or expense caused by or with respect to the Equipment. Lessor hereby assigns to Lessee during the Lease Term, to the extent permitted by law, all manufacturer's warranties, if any, that it may have with respect to the Equipment, and Lessor authorizes Lessee to obtain the customary services furnished in connection with such warranties at Lessee's expense. Lessor authorizes Lessee, to the extent permitted by law, to enforce in its own name any warranty, representation or other claim enforceable against the manufacturer. Lessor assumes no responsibility for shipment, delivery, installation or maintenances, and all claims of Lessee with respect thereto, whether for delay, damage or otherwise, will be made against the manufacturer. Lessor, at its option, may provide in its purchase order that the manufacturer agrees that any of such claims may be made by Lessee directly against the manufacturer. The obligation of Lessee to pay the Rental Payments as defined in Section 4 will not be abated, impaired or reduced by reason of any claims of Lessee with respect to the Equipment, including but not limited to its condition, quality, workmanship, delivery, shipment, installation, defects or otherwise.

10. **TITLE, SECURITY INTEREST:** Title to the Equipment is deemed to be in Lessee so long as no Event of Default pursuant to section 19 below has occurred and/or this Lease has not been terminated pursuant to the provisions of Section 8 above. Upon the earlier of (i) termination of this Lease in accordance with Section 8 above or (ii) the occurrence of an Event of Default by Lessee pursuant to Section 19 below, title will immediately revert to Lessor free of any right, title or interest of Lessee unless Lessor elects otherwise. In order to secure all of Lessee's obligations hereunder, Lessee hereby (a) to the extent permitted by law, grants to Lessor a first and prior security interest in any and all rights, titles and interest of Lessee in the Lease, the Equipment and in all additions, attachments, accessions, accessories, replacements, improvements and substitutions thereto, now or hereafter acquired, together with all rents, issues, income, profits and proceeds thereof, including insurance proceeds; (b) agrees that financing statements evidencing such security interest may be filed; and (c) agrees to execute and deliver all certificates of title and other instruments necessary or appropriate to evidence and perfect such security interest. Lessee further agrees that the Uniform Commercial Code will apply as between the parties hereto and Assignees of Lessor.

11. **PERSONAL PROPERTY:** The Equipment is, and will remain, personal property and will not be deemed to be affixed or attached to real property or any building thereon. If requested by Lessor, Lessee will, at Lessee's expense, furnish to Lessor landlord or mortgagee waiver with respect to the Equipment.
12. **USE; REPAIRS:** Lessee will use the Equipment in a careful manner for the use contemplated by the manufacturer of the Equipment and will comply with all laws, ordinances, insurance policies and regulations relating to, and will pay all costs, claims, damages, fees and charges arising out of, its possession, use or maintenance. Lessee, at its sole costs and expense, will maintain the Equipment according to the manufacturer's recommended guidelines or the equivalent and meet any and all recertification requirements and will furnish proof of such maintenance, if requested by Lessor and will furnish all needed servicing and parts, which parts will become part of the Equipment. If the Equipment is such as is customarily covered by a maintenance agreement, Lessee will furnish Lessor with a maintenance agreement with a party satisfactory to Lessor.
13. **ALTERATIONS:** Lessee will not make any alterations, additions or improvements to the Equipment without Lessor's prior written consent, and any permitted alteration or attachment which cannot be readily removed without damaging the Equipment's originally intended function or value will become part of the Equipment.
14. **LOCATION; INSPECTION:** The Equipment will not be removed from, or if the Equipment consists of rolling stock, its permanent base will not be changed from the Equipment Location without Lessor's prior written consent, which consent will not be unreasonably withheld. Lessor will be entitled to enter upon the Equipment Location or elsewhere during reasonable business hours to inspect the Equipment or observe its use and operations.
15. **LIENS AND TAXES:** Lessee will keep the Equipment free and clear of all levies, liens and encumbrances except those created under this Lease. Lessee will pay, when due, all charges and taxes (federal, state and local) which may now or hereafter be imposed upon the ownership, leasing, rental, sale, purchase, possession or use of the Equipment, excluding however, all taxes on or measured by Lessor's income. If Lessee fails to pay said charges and taxes when due, Lessor will have the right, but will not be obligated, to pay said charges and taxes. If Lessor pays any charges or taxes for which Lessee is responsible or liable under this Lease, Lessee will, upon demand, reimburse Lessor therefor.
16. **RISK OF LOSS; DAMAGE; DESTRUCTION:** Lessee assumes all risk of loss of or damage to the Equipment from any cause whatsoever, and no such loss of or damage to the Equipment will relieve Lessee of the obligation to make the Rental Payments or to perform any other obligation under this Lease. In the event of damage to any item of Equipment, Lessee will immediately place the same in good repair (the proceeds of any insurance recovery will be applied to the cost of such repair). If Lessor determines that any item of Equipment is lost, stolen, destroyed or damaged beyond repair, Lessee, at the option of Lessor, will (a) replace the same with like equipment in good repair; or (b) on the next Rental Payment date pay to Lessor (i) all amounts owed by Lessee under this Lease, including the Rental Payment due on such date, and (ii) an amount not less than the balance of the Rental Payments then remaining unpaid hereunder. In the event that Lessee is obligated to make such payment with respect to less than all of the Equipment, Lessor will provide Lessee with the pro rata amount of the Rental Payment and the balance of the Rental Payments then remaining unpaid hereunder, as applicable, to be made by Lessee with respect to the Equipment which has suffered the event of loss.
17. **INSURANCE:** Lessee will, at its expense, maintain at all times during the Lease Term (a) fire and extended coverage, public liability and property damage insurance with respect to the Equipment in such amounts, covering such risks, and with such insurers as will be satisfactory to Lessor. In no event will the insurance limits be less than the greater of (i) an amount equal to the balance of the Rental Payments then remaining for the Lease Term or (ii) any minimum required by any co-insurance provisions of such insurance, (b) liability insurance that protects Lessor from liability in all events in form and amount satisfactory to Lessor, and (c) workers' compensation coverage as required by the laws of the state in which Lessee is located. Each insurance policy required by clause (b) of the preceding sentence will name Lessee as an insured and Lessor or its assigns as an additional insured and loss payee, as appropriate, and each insurance policy required by the preceding sentence will contain a clause requiring the insurer to give Lessor or its Assignee at least thirty (30) days prior written notice of any alteration in the terms of such policy or the cancellation thereof. The proceeds of any such policies will be payable to Lessee and Lessor or its assigns, as their interest may appear. Upon acceptance of the Equipment and upon each insurance renewal date, Lessee will deliver to Lessor a certificate evidencing such insurance. In the event of any loss, damage, injury or accident involving the Equipment, Lessee will promptly provide Lessor with written notice hereof and make available to Lessor all information and documentation relating thereto. Notwithstanding the foregoing, with Lessor's prior written consent, Lessee may self-insure against any and all risks for which insurance is required.
18. **INDEMNIFICATION:** To the extent permitted by law, and solely from legally available funds, Lessee agrees to indemnify Lessor against, and hold Lessor, its Assignees, or any participants with such, harmless from, any and all claims, actions, proceedings, expenses, damages, liabilities or losses (including, but not limited to, attorneys' fees and court costs) arising in connection with the Equipment, including, but not limited to, its selection, purchase, delivery, possession, use, operation or return and the recovery of claims under insurance policies thereon.
19. **EVENTS OF DEFAULT:** The Term "Event of Default" as used in this Lease, means the occurrence of any one or more of the following events: (a) Lessee fails to make any Rental Payment (or any other payment) as it becomes due in accordance with the terms of this Lease, and any such failure continues for ten (10) days after the date thereof; (b) Lessee fails to perform or observe any other covenant, condition or agreement to be performed or observed by it hereunder and such failure is not cured within ten (10) days after written notice thereof by Lessor; (c) the discovery by Lessor that any statement, representation or warranty made by Lessee in this Lease or in any document delivered by Lessee pursuant hereto or in connection herewith is false, misleading or erroneous in any material respect; (d) Lessee becomes insolvent, is unable to pay its debts as they become due, makes an assignment for the benefit of creditors, applies or consents to the appointment of a receiver, trustee, conservator or liquidator of Lessee or of all or substantial part of its assets, a petition for relief is filed by Lessee under federal bankruptcy, insolvency or similar laws, or a petition in a proceeding under any bankruptcy, insolvency or similar laws, is filed against Lessee and is not dismissed within thirty (30) days thereafter; (e) Lessee suffers an adverse material change in its financial condition or operations from the date hereof and, as a result, Lessor deems itself insecure; or (f) Lessee is in default under any other agreement executed at any time with Lessor, its affiliates or Lessor's Assignee or under any other agreement or instrument by which it is bound.
20. **REMEDIES:** Upon the occurrence of an Event of Default, Lessor may, at its option, exercise any one or more of the following remedies: (a) by written notice to Lessee, declare an amount equal to all amounts then due under this Lease and all remaining Rental Payments which will become due during the then current fiscal year of Lessee to be immediately due and payable, whereupon the same will become immediately due and payable; (together with interest on such amount at the lesser of one and one-half (1 ½ %) percent per month or the maximum permitted by law from the date on which Lessor has declared this Lease to be in default; (b) by written notice to Lessee, request Lessee to (and Lessee agrees that it will), at Lessee's expense, promptly return the Equipment to Lessor in the manner set forth in Section 8 hereof, or Lessor, at its option, may enter upon the premises where the Equipment is located and take immediate possession of and remove the same without liability to Lessor or its agents for such entry or for damage to property or otherwise; (c) sell or lease the Equipment or sublease it for the account of Lessee, holding

Lessee liable for (i) all Rental Payments and other payments due to the effective date of such selling, leasing or subleasing, and (ii) for the difference between the purchase price, rental and other amounts paid by the purchaser, lessee or sublessee pursuant to such sale, lease or sublease and the remaining amounts payable by the Lessee through the end of the then current fiscal year of Lessee hereunder; and (d) exercise any other right, remedy or privilege which may be available to it under applicable law, including the right to (i) proceed by appropriate court action to enforce the terms of this Lease, (ii) recover damages for the breach of this Lease, and (iii) rescind this Lease as to any or all of the Equipment.

In addition, Lessee will remain liable for all covenants and indemnities under this Lease and for all legal fees and other costs and expenses, including court costs, incurred by Lessor with respect to the enforcement of any of the remedies listed above or any other remedy available to Lessor.

- 21. EARLY PURCHASE OPTION:** Lessee may, upon sixty (60) days prior written notice to Lessor, and provided Lessee has fully paid and performed all other obligations hereunder and provided no Event of Default has occurred and is continuing, pay to Lessor the applicable amount set forth on Schedule C attached hereto, whereupon title to the Equipment will become unconditionally vested in Lessee, and Lessor will transfer any and all of its right, title and interest in the Equipment to Lessee as is, where is, without warranty, express or implied, except that Lessor will warrant to Lessee that the Equipment is free and clear of any liens created by Lessor.
- 22. ASSIGNMENT:** Except as expressly provided herein, Lessee will not (a) assign, transfer, pledge, hypothecate or grant any security interest in, or otherwise dispose of, this Lease or the Equipment or any interest in this Lease or the Equipment or (b) sublet or lend the Equipment or permit the Equipment to be used by anyone other than Lessee or Lessee's employees unless Lessee obtains the prior written consent of Lessor and an opinion of nationally recognized counsel in the area of tax-exempt municipal obligations satisfactory to Lessor that such action will not adversely affect the exclusion of the interest portions of the Rental Payments from gross income for federal income tax purposes.

Lessor, without the consent of Lessee, may assign all or any portion or portions of its right, title and interest in and to this Lease, the Equipment and any other documents executed with respect to this Lease, and/or grant or assign all or any portion or portions of its security interest in this Lease and the Equipment, in whole or in part to various assignees, their agents or trustees (each and any one hereinafter referred to as an "Assignee"). Any such assignment to an Assignee may provide that the Lessor or the Assignee will act as a collection and paying agent for owners of certificates of participation in this Lease, or may provide that a third-party trustee or agent will act as collection and paying agent for any Assignee, provided that any such trustee or agent will maintain registration books as a register of all persons who are owners of certificates of participation or other interest in Rental Payments and Lessee receives written notification of the name and address of the trustee or agent and a copy of the pooling and fractionalization agency or trustee agreement, if any. Any such Assignee will have all of the assigned rights of Lessor under this Lease. Subject to the foregoing, this Lease will inure to the benefit of and will be binding upon the heirs, executors, administrators, successors and assigns of the parties hereto. Any assignment or reassignment of any of Lessor's right, title or interest in this Lease or the Equipment will be effective upon receipt by Lessee of a duplicate original of the counterpart document by which the assignment or reassignment is made, disclosing the name and address of each such Assignee and, where applicable, to whom further payments hereunder should be made. During the Lease Term, Lessee covenants that it will keep a complete and accurate record of all assignments in form necessary to comply with Section 149(a) of the Code and the regulations, proposed or existing, from time to time promulgated thereunder. Lessee agrees to acknowledge in writing any assignments if so required.

Lessee agrees that, upon notice of assignment, if so instructed it will pay directly to the Assignee, or its Trustee or Agent without abatement, deduction or setoff all amounts which become due hereunder. Lessee further agrees that it will not assert against any Assignee, Trustee or Agent any defense, claim, counterclaim or setoff on account of any reason whatsoever with respect to any Rental Payments or other amounts due hereunder or with respect to any action brought to obtain possession of the Equipment pursuant to this Lease.

- 23. FINANCIAL STATEMENTS:** Each year during the term of this Lease, Lessee hereby agrees to deliver to Lessor a copy of: (i) annual audited financial statements within one hundred twenty (120) days of Lessee's fiscal year-end; and (ii) within a reasonable period of time, any other financial information Lessor requests from time to time.
- 24. NATURE OF AGREEMENT:** Lessor and Lessee agree that upon the due and punctual payment and performance of the installments of Rental Payments and other amounts and obligations under this Lease, title to the Equipment will vest permanently in Lessee as provided in this Lease, free and clear of any interest, lien or security of Lessor therein.
- 25. AMENDMENTS:** This Lease may be amended or any of its terms modified for the purpose of adding Equipment, with the written consent of the parties hereto. In such event, additions to or additional Schedules attached hereto will be executed by Lessee. All other amendments or modifications of the terms of this Lease (except for the addition or serial numbers for the Equipment as set forth in the Acceptance Certificate) must be accomplished by written consent of Lessee and Lessor, or its Assignee, if any; provided, however, that no amendment of this Lease will operate to reduce or delay any Rental Payments to be made hereunder without the consent of Lessor, or its Assignee, at the time of such amendment.
- 26. NOTICES:** All notices to be given under this Lease must be made in writing and mailed by certified mail to the other party at its address set forth herein or at such address as the party may provide in writing from time to time. Any such notice is effective upon receipt.
- 27. SECTION HEADINGS:** All section headings contained herein are for the convenience of reference only and are not intended to define or limit the scope of any provision of this Lease.
- 28. GOVERNING LAW:** This Lease will be governed by the provisions hereof and by the laws of the State of Illinois.
- 29. FURTHER ASSURANCES:** Lessee will deliver to Lessor (i) an opinion of counsel in substantially the form of Schedule D attached hereto or as Lessor may otherwise request; and (ii) if applicable, a certificate of a duly authorized official as to designation as a qualified tax-exempt obligation. Moreover, Lessee will execute or provide, as requested by Lessor, any documents and information that are reasonably necessary with respect to the transaction contemplated by this Lease.
- 30. ENTIRE AGREEMENT:** This Lease, together with the Schedules attached hereto and made a part hereof and other attachments hereto and other documents or instruments executed by Lessee and Lessor in connection herewith, constitute the entire agreement between the parties with respect to the lease of the Equipment, and this Lease will not be modified, amended, altered or changed except with the written consent of Lessee or Lessor.

31. **SEVERABILITY:** Any provision of this Lease found to be prohibited by law will be ineffective to the extent of such prohibition without invalidating the remainder of this Lease.
32. **WAIVER:** The waiver by Lessor of any breach by Lessee of any term, covenant or condition, hereof will not operate as a waiver of any subsequent breach hereof.
33. **CERTIFICATION AS TO ARBITRAGE:** Lessee hereby represents as follows:
- (a) The estimated total costs of the Equipment will not be less than the total principal amount of the Rental Payments.
 - (b) The Equipment has been ordered or is expected to be ordered within six months of the effective date of this Lease, and the Equipment is expected to be delivered and installed, and the Vendor fully paid, within one (1) year of the effective date of this Lease.
 - (c) Lessee has not created or established, and does not expect to create or establish, any sinking fund or other similar fund (i) that is reasonably expected to be used to pay the Rental Payments, or (ii) that may be used solely to prevent a default in the payment of Rental Payments.
 - (d) The Equipment has not been, and is not expected to be, sold or otherwise disposed of by Lessee, either in whole or in major part, prior to the final Rental Payment.
 - (e) To the best of Lessee's knowledge, information and belief, the above expectations are reasonable.
34. **ELECTRONIC TRANSACTIONS; ELECTRONIC SIGNATURE.** The parties agree that the transaction described herein may be conducted and related documents may be stored by electronic means. Copies, telecopies, facsimiles, electronic files and other reproductions of original executed documents shall be deemed to be authentic and valid counterparts of such original documents for all purposes, including the filing of any claim, action or suit in the appropriate court of law. Each party acknowledges, represents and agrees that, pursuant to existing law and its respective policies and procedures, such party is authorized and empowered to execute this Lease electronically through the utilization of an electronic signature platform or service.

ORAL AGREEMENTS OR COMMITMENTS TO LOAN MONEY, EXTEND CREDIT OR TO FORBEAR FROM ENFORCING REPAYMENT OF A DEBT INCLUDING PROMISES TO EXTEND OR RENEW SUCH DEBT, ARE NOT ENFORCEABLE. TO PROTECT YOU (LESSEE(S) AND US (LESSOR) FROM MISUNDERSTANDING OR DISAPPOINTMENT, ANY AGREEMENTS WE REACH COVERING SUCH MATTERS ARE CONTAINED IN THIS WRITING, WHICH IS THE COMPLETE AND EXCLUSIVE STATEMENT OF THE AGREEMENT BETWEEN US EXCEPT AS WE MAY LATER AGREE IN WRITING TO MODIFY IT.

BY SIGNING BELOW, YOU AND WE AGREE THAT THERE ARE NO UNWRITTEN ORAL AGREEMENTS BETWEEN US.

<p><i>Lessor: <u>Clayton Holdings, LLC</u></i></p> <p><i>Authorized Signature: _____</i></p> <p><i>Printed Name: _____</i></p> <p><i>Title: <u>Officer</u></i></p> <p><i>Date: _____</i></p>	<p><i>Lessee: <u>Community Unit School District No. 5, McLean and Woodford Counties, Illinois</u></i></p> <p><i>Authorized Signature: _____</i></p> <p><i>Printed Name: <u>Martin S. Hickman</u></i></p> <p><i>Title: <u>Chief Financial Officer</u></i></p> <p><i>Date: _____</i></p> <p><i>EIN: <u>37-6004011</u></i></p>
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**SCHEDULE A TO
STATE & MUNICIPAL LEASE/PURCHASE AGREEMENT
Lease No. 5000125-014**

Location of Equipment	
Street: 1809 W. Hovey Avenue City: Normal State: Illinois Zip Code: 61761	
Description of Equipment	Equipment Cost
New Technology Equipment including: 2,250 Dell Chromebook 3110 (Touch Screen) 4,750 Dell Chromebook 3110 (Non-Touch Screen) 600 Dell Chromebook Latitude 3445	\$ 830,250.00 \$1,591,250.00 \$ 341,400.00
<u>Total Equipment Cost</u>	<u>\$2,762,900.00</u>

Lessee hereby certifies that the description of the property set forth above constitutes a complete and accurate description of all Equipment as subject to in the Lease.

<p>Lessee: <u>Community Unit School District No. 5, McLean and Woodford Counties, Illinois</u></p> <p>Authorized Signature: _____</p> <p>Printed Name: <u>Martin S. Hickman</u></p> <p>Title: <u>Chief Financial Officer</u></p> <p>Date: _____</p>

**SCHEDULE B TO
STATE & MUNICIPAL LEASE/PURCHASE AGREEMENT
Lease No. 5000125-014
DELIVERY AND ACCEPTANCE CERTIFICATE**

TO: Clayton Holdings, LLC

Reference is made to the State and Municipal Lease/Purchase Agreement between the undersigned Community Unit School District No. 5, McLean and Woodford Counties, Illinois (“Lessee”), and Clayton Holdings, LLC (“Lessor”), dated the Nineteenth day of March, 2024 (“Lease”) and to the Equipment as such term is defined therein. In connection therewith we are pleased to confirm to you the following:

1. All of the Equipment has been delivered to and received by the undersigned; all installation or other work necessary prior to the use thereof has been completed; said Equipment has been examined and/or tested and is in good operating order and condition and is in all respects satisfactory to the undersigned and as represented, and said Equipment has been accepted by the undersigned and complies with all terms of the Lease. Consequently, you are hereby authorized to pay for the Equipment in accordance with the terms of any purchase orders for the same.
2. In the future, in the event the Equipment fails to perform as expected or represented we will continue to honor the Lease in all respects and continue to make our rental and other payments thereunder in the normal course of business and we will look solely to the vendor, distributor or manufacturer for recourse.
3. We acknowledge that Lessor is neither the vendor nor manufacturer or distributor of the Equipment and has no control, knowledge or familiarity with the condition, capacity, functioning or other characteristics of the Equipment.
4. The serial number for each item of Equipment which is set forth on Schedule A to the Lease is correct.

This certificate will not be considered to alter, construe, or amend the terms of the Lease.

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

Authorized Signature: _____

Printed Name: Martin S. Hickman

Title: Chief Financial Officer

Date: _____

**SCHEDULE C
PAYMENT SCHEDULE**

Lessee: Community Unit School District No. 5, McLean and Woodford Counties, Illinois
 Lessor: Clayton Holdings, LLC
 Lease Number: 5000125-014
 Lease term in Months: Thirty-six (36)
 Rental Periods: Four (4) Annual Payments, in Advance.
 First Payment Date: April 4, 2024
 Capital Cost of Equipment: \$2,762,900.00

Rental Payment Date	Payment Amount	Amounted Credited to Interest	Amount Credited to Capital Cost	Outstanding Principal Balance
4/4/2024	\$ 737,893.87	\$ -	\$ 737,893.87	\$ 2,025,006.13
4/4/2025	\$ 737,893.87	\$ 92,947.78	\$ 644,946.09	\$ 1,380,060.04
4/4/2026	\$ 737,893.87	\$ 63,344.76	\$ 674,549.11	\$ 705,510.93
4/4/2027	\$ 737,893.87	\$ 32,382.94	\$ 705,510.93	\$ -
TOTALS:	\$ 2,951,575.48	\$ 188,675.48	\$ 2,762,900.00	

Interest, if any, accruing from the Start Date to the actual date of funding shall be retained by Lessor as additional consideration for entering into this Lease Purchase Agreement.

In the event Lessee desires to prepay this Lease, it may do so in whole, but not in part, at a purchase price equal to (a) the then current outstanding principal balance shown above; plus (b) a prepayment premium calculated as a percentage of the then current outstanding principal balance, in the following amount: 3%, with respect to any prepayment during the first full year of the Lease Term; 2%, with respect to any prepayment during the second full year of the Lease Term; and 1%, with respect to any prepayment during the third full year of the Lease Term and thereafter; plus (c) unpaid interest accrued on the outstanding principal balance to the prepayment date; and plus (d) all other amounts then payable under this Lease. There is no prepayment penalty if Lessee is using funds other than proceeds of a grant or an actual or anticipated refinancing.

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

Authorized Signature: _____

Printed Name: Martin S. Hickman

Title: Chief Financial Officer

Date: _____

**SCHEDULE D TO
STATE & MUNICIPAL LEASE/PURCHASE AGREEMENT
Lease No. 5000125-014**

Clayton Holdings, LLC
8000 Forsyth Boulevard, Suite 510
St. Louis, Missouri 63105

Re: State and Municipal Lease/Purchase Agreement No. 5000125-014 dated the Nineteenth day of March, 2024 (the "Lease"), between Clayton Holdings, LLC ("Lessor") and Community Unit School District No. 5, McLean and Woodford Counties, Illinois ("Lessee").

Ladies and Gentlemen:

As legal counsel to Lessee, I have examined (a) the Lease, which, among other things, provides for the sale to and purchase by the Lessee of the Equipment, (b) an executed counterpart of the ordinance or resolution of Lessee which, among other things, authorizes Lessee to execute the Lease and (c) such other opinions, documents and matters of law as I have deemed necessary in connection with the following opinions.

Based on the foregoing, I am of the following opinions:

1. Lessee is a public body corporate and politic, duly organized and existing under the laws of the State, and has a substantial amount of one or more of the following sovereign powers: (a) the power to tax, (b) the power of eminent domain, and (c) police power.

2. Lessee has the requisite power and authority to purchase the Equipment and to execute and deliver the Lease and to perform its obligations under the Lease.

3. The Lease and the other documents either attached thereto or required therein have been duly authorized, approved and executed by and on behalf of Lessee, and the Lease is a valid and binding obligation of Lessee enforceable in accordance with its terms.

4. The authorization, approval and execution of the Lease and all other proceedings of Lessee relating to the transactions contemplated thereby have been performed in accordance with all open meeting laws, public bidding laws and all other applicable state and federal laws.

5. There is no proceeding pending or threatened in any court or before any governmental authority or arbitration board or tribunal that, if adversely determined, would adversely affect the transactions contemplated by the Lease or the security interest of Lessor or its assigns, as the case may be, in the Equipment.

Furthermore, I confirm that the name of the Lessee as stated in the Lease, as **Community Unit School District No. 5, McLean and Woodford Counties, Illinois**, is the exact legal name of the Lessee for all purposes contemplated herein.

All capitalized terms herein shall have the same meanings as in the Lease. Lessor, its successors and assigns and any counsel rendering an opinion on the tax-exempt status of the interest components of Rental Payments are entitled to rely on this opinion.

Very truly yours,

**SCHEDULE E TO
STATE & MUNICIPAL LEASE/PURCHASE AGREEMENT
Lease No. 5000125-014**

RESOLUTION OF LESSEE'S GOVERNING BODY

The undersigned, being the officer identified below of Community Unit School District No. 5, McLean and Woodford Counties, Illinois (the "Lessee"), hereby certifies that the following is a true and correct copy of a resolution adopted by the governing body of the Lessee at a meeting duly held on _____, 2024.

* * * *

WHEREAS, in order to facilitate the acquisition of certain equipment for use by the Lessee and to pay the cost thereof, it is necessary and desirable for the Lessee to enter into a State & Municipal Lease/Purchase Agreement (together with all Exhibits and Schedules, the "Lease") with Clayton Holdings, LLC (together with its successors and assigns, the "Lessor"), pursuant to which the Lessee will lease the Equipment from the Lessor with an option to purchase; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF LESSEE, AS FOLLOWS:

Section 1. Approval of the Lease. The Lease is hereby approved in substantially the forms submitted to and reviewed by the governing body of the Lessee on the date hereof, with such changes therein as shall be approved by the following officer of the Lessee, said officer's execution thereof to be conclusive evidence of the approval thereof:

Printed Name	Title	Email Address	Signature
<u>Martin S. Hickman</u>	<u>Chief Financial Officer</u>	<u>hickmanms@unit5.org</u>	_____

Said officer is hereby authorized and directed to execute and deliver the Lease on behalf of and as the act and deed of the Lessee, and to affix the seal of the Lessee, if applicable.

Section 2. Further Authority. The Lessee shall, and the officials and agents of the Lessee are hereby authorized and directed to, take such action, expend such funds and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this resolution and to carry out, comply with and perform the duties of the Lessee with respect to the Lease and the Equipment.

Section 3. Bank Qualified Designation. Lessee hereby designates the Lease as a "qualified tax-exempt obligation" as defined in Section 265(b)(3)(B) of the Internal Revenue Code. The aggregate face amount of all tax-exempt obligations (including the Lease, but excluding private activity bonds other than qualified 501(c)(3) bonds) issued or to be issued by Lessee and all subordinate entities thereof during the current calendar year is not reasonably expected to exceed \$10,000,000. Lessee and all subordinate entities thereof will not issue in excess of \$10,000,000 of tax-exempt obligations (including the Lease, but excluding private activity bonds other than qualified 501(c)(3) bonds) during the current calendar year without first providing Lessor with an opinion of nationally recognized counsel in the area of tax-exempt municipal obligations acceptable to Lessor, that the designation of the Lease as a "qualified tax-exempt obligation" will not be adversely affected.

* * *

I further certify that the foregoing resolution has not been modified, amended or repealed and is in full force and effect as of the date hereof.

WITNESS my hand this March _____, 2024.

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

By: _____
Stan Gozur, Board Secretary
Email: gozurs@unit5.org

**SCHEDULE F
STATE & MUNICIPAL LEASE/PURCHASE AGREEMENT
Lease No. 5000125-014**

ESSENTIAL USE/SOURCE OF FUNDS LETTER

March 19, 2024

Clayton Holdings, LLC
8000 Forsyth Boulevard, Suite 510
St. Louis, Missouri 63105

Re: State and Municipal Lease/Purchase Agreement No. 5000125-014, dated the Nineteenth day of March, 2024 (the "Lease"), between CLAYTON HOLDINGS, LLC ("Lessor") and Community Unit School District No. 5, McLean and Woodford Counties, Illinois ("Lessee")

Ladies and Gentlemen:

This confirms and affirms that the Equipment described in the Lease is essential to the function of the undersigned or to the service we provide to our citizens.

Further, we have an immediate need for, and expect to make immediate use of, substantially all such Equipment, which need is not temporary or expected to diminish in the foreseeable future. Such Equipment will be used by us only for the purpose of performing one or more of our governmental or proprietary functions consistent with the permissible scope of our authority. Specifically, such Equipment was selected by us to be used as follows:

The estimated useful life of such Equipment based upon manufacturer's representations and our projected needs is _____ years.

Our source of funds for payments of the Rental Payments due under the Lease for the current fiscal year is _____.

We currently expect and anticipate adequate funds to be available for all future payments of rent due after the current fiscal year for the following reasons:

Very truly yours,

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

Authorized Signature: _____

Printed Name: Martin S. Hickman

Title: Chief Financial Officer

Date: _____

**SCHEDULE G
PROOF OF INSURANCE**

Insurance Agent Name: _____

Agency Name: _____

Address: _____

Phone Number: _____

E-Mail: _____

Ladies and Gentlemen:

Please add CLAYTON HOLDINGS, LLC, as both sole loss payee under the property insurance covering the Equipment listed on attached Schedule A, and as additional insured under the general liability insurance policy. The minimum liability coverage is \$1,000,000.00. Please mail or fax an insurance certificate to:

Clayton Holdings, LLC
P.O. Box 11309
St. Louis, MO 63105
Fax # 314.746.3744

Upon acceptance of the Equipment and upon each insurance renewal date, Lessee will deliver to Lessor a certificate evidencing such insurance.

Please note that the Bank requires 30 day written notice of cancellation of the policy covering leased equipment.

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

Authorized Signature: _____

Printed Name: Martin S. Hickman

Title: Chief Financial Officer

Date: _____

**SCHEDULE I
DISBURSEMENT AUTHORIZATION**

April 4, 2024

To: Clayton Holdings, LLC
8000 Forsyth Boulevard, Suite 510
St. Louis, Missouri 63105

RE: Lease Number 5000125-014

Ladies and Gentlemen,

Please disburse the proceeds of the above lease as follows:

Wire or send to:

PAYEE	AMOUNT
UMB Bank, N.A. 928 Grand Blvd Floor 12 Kansas City, MO 64106 Attn: Nicole Tarantino Wire: ABA 101 00 0695 AC# 980 000 6823 Acct Name: UMB Trust Department Attn: Tarantino REFERENCE: Community Unit School District No. 5, SCH 014	\$2,762,900.00

Sincerely,

<i>Lessee: <u>Community Unit School District No. 5, McLean and Woodford Counties, Illinois</u></i>
<i>Authorized Signature: _____</i>
<i>Printed Name: <u>Martin S. Hickman</u></i>
<i>Title: <u>Chief Financial Officer</u></i>
<i>Date: _____</i>



P.O. Box 11309, Saint Louis, MO 63105

Invoice Date: 4/4/2024
Invoice Number: CHOL1215
Due Date: 4/4/2024

INVOICE TO: Community Unit School District No. 5, McLean
and Woodford Counties, Illinois
1809 W. Hovey Avenue
Normal, IL 61761

REMIT TO: Clayton Holdings, LLC
PO Box 11309
Saint Louis, MO 63105

ATTENTION: Martin S. Hickman, Business Manager

Reference: First payment for Lease Agreement No. 5000125-014 **\$737,893.87**

Invoice Subtotal **\$737,893.87**

Total **\$737,893.87**

For Questions Concerning This Invoice Please Call 314-746-3686

8038-G QUESTIONNAIRE

Name of Lessee: Community Unit School District No. 5, McLean and Woodford Counties, Illinois
 Address of Lessee: 1809 W. Hovey Avenue, Normal, Illinois 61761
 Contact Person: Martin S. Hickman, Chief Financial Officer
 Telephone Number: 309-557-4010
 Email Address: hickmanms@unit5.org
 Lessee's FEIN: 37-6004011

GENERAL

In October 2021, the Internal Revenue Service ("IRS") updated Form 8038-G (the form used by Lessees to report the issuance of a tax-exempt obligation). The revised Form 8038-G asks specific questions about written procedures to: (1) monitor private use of assets financed with proceeds of a tax-exempt obligation and, as necessary, to take remedial actions to correct any violations of federal tax restrictions on the use of financed assets; and (2) monitor the yield on the investment of gross proceeds of tax-exempt obligations and, as necessary, make payments of arbitrage rebate earned to the United States. In addition, the revised Form 8038-G asks Lessees to report whether any proceeds will be used to reimburse the Lessee for an expenditure paid prior to issuance. This questionnaire is designed to obtain the information necessary to complete Form 8038-G for the Lease. Lessee will be required to review and approve the information entered prior to signing the 8038-G form.

At this time, the consequences of not having adopted written procedures to monitor private use of financed assets and yield on the investment of gross proceeds of tax-exempt obligations are unknown. If you have further questions, please consult your regular bond or legal counsel.

Part 1 – Written Tax Compliance Procedures

Note: If either of these questions is not answered, we will assume the Lessee has not adopted the described procedures.

1. Has the Lessee established written procedures to monitor compliance with federal tax restrictions for the term of the lease? The written procedures should identify a particular individual within Lessee's organization to monitor compliance with the federal tax requirements related to use of the financed assets and describe actions to be taken in the event failure to comply with federal tax restrictions is contemplated or discovered. **Yes** ____ **No** ____
2. Has the Lessee established written procedures to monitor the yield on the investment of proceeds of the Lease on deposit in an escrow account or similar fund prior to being spent and to ensure that any positive arbitrage rebate earned is paid to the United States? **Yes** ____ **No** ____

Part 2 – Reimbursement of Prior Expenditures

1. As of the funding date, were any of the proceeds of the Lease used to reimburse Lessee for expenditures paid to acquire the financed assets prior to the funding date of the Lease? **Yes** ____ **No** ____

If yes, please attach a spreadsheet listing the expenditure(s) together with the date paid, vendor paid and purpose of the expenditure or other proof of the expenditure(s) containing this information (i.e. invoices, receipts, cancelled checks).

Items 2 and 3 need to be completed ONLY if the answer to item 1 above is YES.

2. Please attach a copy of Lessee's resolution of intent to finance the financed assets, which includes date of adoption.
3. What is the amount of proceeds of the Lease reimbursed to Lessee? \$ _____

BY: _____

NAME: Martin S. Hickman

TITLE: Chief Financial Officer

DATE: _____



**UMB Bank, N.A. as Escrow Agent
Fees and Expenses**

Community Unit School District No. 5, SCH 014

Escrow Fee	\$250.00
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TOTAL	\$250.00
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UMB Contact:
Nicole Tarantino
928 Grand Blvd Floor 12
Kansas City, MO 64106
816-860-7631

Remit To:
UMB Bank, N.A.
928 Grand Blvd Floor 12
Kansas City, MO 64106
Attn: Nicole Tarantino

Wire:
ABA 101 00 0695
AC# 980 000 6823
Acct Name: UMB Trust Department
Attn: Nicole Tarantino
REFERENCE: Community Unit School
District No. 5, SCH 014

Requests for Information Pursuant to the Illinois Freedom of Information Act
The District has received and processed the following requests for information:

1. David Heisner, responded 03.07.24
2. SmartProcure - Sheri Reid, responded 03.14.24

Personnel Matters - 3/20/2024

New Hires

Certified

Homebase	First Name	Last Name	Position	Salary Placement: Lane / Step	FTE	Effective

Educational Support Personnel

Homebase	First Name	Last Name	Position	Salary Placement	FTE	Effective
Benjamin	Anitha	Rajendran	Noon Hour Supervisor		0.25	2/21/2024
Benjamin	Jason	Kehl	Custodian/Maintenance	Step 0	1.0	2/28/2024
Brighman	Samantha	Carmany	Para - Spec Ed	Step 4	1.0	3/4/2024
Cedar Ridge	Emily	Marmol	Para- Spec Ed	Step 1	1.0	2/29/2024
CJHS	David	Marquart	Para- Reg Ed	Step 1	1.0	2/26/2024
EJHS	Vilma	White	Para - Spec Ed	Step 1	1.00	3/4/2024
Fox Creek	Dawn	Lilley	Food Service	Step 0	0.25	2/16/2024
Hoose	Tharani	Rathakrishnan	Para - Spec Ed	Step 1	1.0	3/1/2024
Hudson	Ginger	Easton	Para- Spec Ed	Step 5	1.0	2/26/2024
NCWHS	Deana	Rever	Food Service	Step 0	0.25	3/1/2024
NCWHS	Samantha	Miller	Para - Spec Ed	Step 1	1.0	2/21/2024
Northpoint	Gale	Wheatley	Noon Hour Supervisor		0.25	2/21/2024
Parkside	Tracy	Siebert	Custodian/Maintenance	Step 0	1.0	2/26/2024
Pepper Ridge	Jason	Penn	Custodian/Maintenance	Step 0	1.0	2/27/2024
Warehouse	Kylee	Turczyn	Food Service Manager		1.0	2/21/2024
Unit Office	Latysha	Watson	Administrative Assistant - Exempt		1.0	3/1/2024
*All new hires are replacements for current positions unless otherwise noted above.						

Resignations/Retirements/Releases/Terminations

Certified

Homebase	First Name	Last Name	Position	Action	Effective
Brigham	Holli	Robbins	Early Childhood	Resignation	5/23/2204
CJHS	Colleen	Hartke	LBS1	Retirement	May 2027
CJHS	Michelle	Glatt	IMC Media Specialist	Retirement	May 2027
CJHS	Susan	Vincent	Art	Retirement	May 2026
Fairview	Michalak	Bryan	5th Grade	Resignation	5/23/2024
Grove	Avery	Bach	1st Grade	Resignation	5/23/2024
Hoose	Jennifer	Kiesewetter	LBS1	Resignation	3/22/2024

Hoose	Sarah	Prosser	LBS1	Resignation		5/23/2024
NCHS	Jennifer	Cole	Social Science	Resignation		5/23/2024
NCHS	Julie	Trimpe	LBS1	Retirement		5/23/2024
NCHS	Mackenzie	Love	French	Resignation		5/23/2024
NCWHS	Deanna	Wiist	Social Science	Retirement		May 2027
NCWHS	Karen	Shaw	English	Retirement		5/23/2024
NCWHS	Kimberly	Priller	Assistant Principal	Resignation		6/30/2024
Northpoint	Angela	Rippey	PE	Retirement		May 2027
Northpoint	Matt	Harr	Principal	Retirement		May 2027
Oakdale	Melissa	Helenthal	ESL	Resignation		5/23/2024
Pepper Ridge	Jennifer	Ficek	4th Grade	Retirement		May 2027
PJHS	Aimee	Oxarat	Principal	Resignation		7/1/2024
PJHS	Kassidy	Heffelfinger	PE	Resignation		5/23/2024
Sugar Creek	Stephanie	Long	Early Learning	Retirement		May 2027
Unit Office	Latysa	Watosn	Administrative Assistant - Payroll	Resignation		2/29/2024

Educational Support Personnel

Homebase	First Name	Last Name	Position	Action		Effective
Cedar Ridge	Delfa	Frank	Administrative Assistant	Resignation		5/23/2024
Cedar Ridge	James	Nuckolls	Custodian/Maintenance	Resignation		3/1/2024
Cedar Ridge	Mia	Jongen	Para- Spec Ed	Resignation		2/26/2024
Cedar Ridge	Sheri	Harris	Noon Hour Supervisor	Resignation		3/22/2024
Eugene Field	Julie	Huber	Para- Spec Ed	Retirement		5/23/2024
KJHS	Lisa	Branch	Food Service Worker	Resignation		3/22/2024
NCHS	Sherrilyn	McAndrews	Para- Spec Ed	Retirement		5/23/2024
Northpoint	Bhavya	Galagali	Para- Spec Ed	Resignation		3/11/2024
Oakdale	Kristine	Adcock	Para- Spec Ed	Retirement		5/23/2024
Unit Office	Hongchuan	Fu	Administrative Assistant	Resignation		5/31/2024

Released - Late Start Paraprofessionals

Eugene	Wade	Kirchner	Para- Spec Ed	Released		5/23/2024
NCWHS	Connor	Soucek	Para- Spec Ed	Released		5/23/2024
NCWHS	Racheal	Williams	Para- Spec Ed	Released		5/23/2024
Sugar Creek	Sydney	Kozlowski	Para- Spec Ed	Released		5/23/2024

Contract Revisions

Certified

Homebase	First Name	Last Name	Position	Previous Placement	Revision	Effective
PJHS	Crowder	Sarah	Principal - 12 Months	EJHS/PJHS - Assistant Principal		7/1/2024
NCWHS	Miranda	Henson	HS Assist Boys Swim	Step 1	Step 5	3/15/2024

Northpoint	Judy	Whiting	Para-Spec Ed	Step 1	Step 3	2/20/2024
Coursework						
	First Name	Last Name		Old Placement	New Lane Placement	
	Abigail	Askins		M+0	M+32	3/15/2024
	Marivic	Barnes		M+0	M+16	3/15/2024
	Shawn	Beaty		M+32	M+48	3/15/2024
	Annetta	Blair		M+0	M+16	3/15/2024
	Tiffany	Borne		M+32	M+48	3/15/2024
	Lyn	Carter		M+32	M+48	3/15/2024
	Hannah	Deterding-Krueger		M+16	M+32	3/15/2024
	Emily	Dunn		B+24	M+0	3/15/2024
	Angela	Edwards		M+0	M+16	3/15/2024
	Drew	Emerick		M+16	M+34	3/15/2024
	Jason	Fields		B+24	M+0	3/15/2024
	Lauren	Fitzgerald		M+32	M+48	3/15/2024
	Kirsten	Freeze		M+0	M+16	3/15/2024
	Amanda	Goff		B+24	M+16	3/15/2024
	Eric	Hadden		M+0	M+16	3/15/2024
	Melissa	Helenthal		B+0	B+8	3/15/2024
	Bradley	Heller		--	PhD Stipend	3/15/2024
	Audrey	Hensley		B+16	B+24	3/15/2024
	Rachel	Hinshaw		M+32	M+48	3/15/2024
	Emily	Houk		M+16	M+32	3/15/2024
	Dawn	Kelley Lett		M+0	M+16	3/15/2024
	Abigail	King		B+24	M+0	3/15/2024
	Jared	Kintner		M+32	M+48	3/15/2024
	Brandee	Klieber		M+0	M+16	3/15/2024
	Morgan	Kraus		B+8	B+24	3/15/2024
	McKenna	Kuehn		B+16	B+24	3/15/2024
	Jennifer	Long		M+16	M+32	3/15/2024
	Heather	Lueschen		B+16	B+24	3/15/2024
	Megan	Maas		B+16	M+0	3/15/2024
	Kristin	McClure		M+16	M+32	3/15/2024
	Jessica	Medina		B+8	B+16	3/15/2024
	Megan	Mercado		B+16	M+0	3/15/2024
	Kylie	Musslewhite		B+0	B+24	3/15/2024
	Levi	Neiburger		Step 3	B+8	3/15/2024
	Jason	Nourie		M+0	M+16	3/15/2024
	Leah	Painter		B+0	B+8	3/15/2024

	Jason	Salrin		B+0	B+16	3/15/2024
	Zachary	Sargent		M+16	M+32	3/15/2024
	Michael	Sarver		M+32	M+48	3/15/2024
	Abigail	Schultz		B+16	B+24	3/15/2024
	Bryan	Schultz		M+0	M+16	3/15/2024
	Robert	Scornavacco		M+32	M+48	3/15/2024
	Carla	Staver		M+0	M+16	3/15/2024
	Jackson	Suddarth		B+0	B+8	3/15/2024
	Gina	Tenuta		--	Superintendent Endorsement	3/15/2024
	Gerald (Duane)	Thoennes		B+0	B+24	3/15/2024
	Kassadie	Tielke		M+16	M+32	3/15/2024
	Daria	Van De Loo		B+0	B+16	3/15/2024
	Hunter	Watts		B+24	M+0	3/15/2024
	Carrie	Webster		B+24	M+0	3/15/2024
	Katie	Winchester		B+0	B+8	3/15/2024
	Sarah	Wollenweber		M+16	M+32	3/15/2024
	Ashley	Zook		B+16	B+24	3/15/2024

Educational Support Personnel

Homebase	First Name	Last Name	Position	Previous Placement	Revision	Effective
						44

Leave Requests

Certified

Homebase	First Name	Last Name	Position	Leave Requested	Effective
Benjamin	Holly	Taylor	3rd Grade	Leave for Personal Illness 1st year	23-24
EJHS	Josie	Bensko	6th Grade Science	Planned Extended Leave 1st year	24-25
Hoose	Brandy	Elmore	Social Worker	Parental Leave 2nd year	24-25
KJHS	Ranae	Ernat	8th Grade Math	Planned Extended Leave 2nd year	24-25
NCHS	Amy	Tague	Orientation to Business	Planned Extended Leave 1st Year	24-25
NCHS	Julie	Hagler	Social Science	Association Leave	24-25, 25-26
NCHS/NCWHS	Tracy	Verdery	FACS	Planned Extended Leave 1st Year	24-25
NCWHS	Ali	Akyuz	Art	Planned Extended Leave 1st Year	24-25
PJHS	Michelle	Durdan	MS Literacy/MTSS Interventionist	Parental Leave 2nd year	24-25

Educational Support Personnel

Homebase	First Name	Last Name	Position	Leave Requested	Effective
NCWHS	Kevin	Pascal	Custodian/Maintenance	Personal Illness 1st Year	3/14/2024-4/30/2024

Schedule B

Homebase	First Name	Last Name	Revision	Effective
CJHS	Andrew	Bennett	Add JH Basketball	8/28/2023
EJHS	Mark	Esposito	Add JH Track	1/30/2024
KJHS	Allison	Davis	Add JH Cheer	7/1/2023
KJHS	Christopher	Merrill	Add JH Wrestling	11/1/2023
KJHS	Philip	Merrill	Add JH Wrestling	3/7/2024
NCHS	Brandy	Sherrick	Add 6th Assignment - Instructional 1 Semester	1/19/2024
NCHS	Brett	Henneberg	Add HS Assist Tennis	3/4/2024
NCHS	Lance	Meadows	Add HS Winter Drumline	1/9/2024
NCHS	Michelle	Crawford	Add HS Assist Girls Track	7/1/2023
NCWHS	Andrew	Grisinger	Add HS Lacrosse	8/16/2023
NCWHS	Jacoby	Ford	Add HS Assist Baseball	2/26/2024
NCWHS	Jonovan	Findley	Add HS Assist Track	1/8/2024
NCWHS	Kaleigh	Mikaiuski	Add HS Assist Soccer	2/23/2024
NCWHS	Radley	Monson	Add HS Assist Wrestling	8/16/2023
NCWHS	Sarah	Becker	Add Extra Assignment - Instructional 1 Semester	8/14/2023
NCWHS	Shawn	Kobel	Add HS Assist Softball	8/14/2023
PJHS	Aaron	Blanks	Add JH Track	2/21/2024
PJHS	Brenda	Shawgo	Drop JH Track	2/21/2024
PJHS	Dustin	Seymour-Fenili	Add JH Track	8/14/2023
PJHS	Katie	Winkle Miller	Drop JH Cheerleading	3/15/2024

Information Only Changes

Homebase	First Name	Last Name	Position	Change	Effective
KJHS	Anthony T	Cottone	Custodian/Maintenance	KJHS to Sugar Creek	11/1/2023
NCWHS	Racheal	Williams	Para-Spec Ed	0.6 FTE to 0.75 FTE	2/1/2024
Parkside	Bethany	Noel	Certified Teacher - LBS1	Parkside to Hoose	4/1/2024
PJHS	Joe	Nicklin	Custodian/Maintenance	PJHS to KJHS	11/27/2023

New Substitutes

Substitute Type	First Name	Last Name
Substitute Teacher	Alessandra	Pandolfi
Substitute Teacher	Ashley	Reilley
Substitute Teacher	Christine	Rokos
Substitute Food Service	Connie	McHenry
Substitute Custodian	Derek	Bishop

Substitute Teacher	Erika	Basford			
Substitute Teacher	Libby	Tuttle			
Substitute Custodian	Nicholas	Ortery			
Substitute Custodian	Nikos	Stivers			
Substitute Teacher	Paris	Roake			
Substitute Teacher	Valerie	Beguin			
Substitute Custodian	Valerie	Yousuf			

MCLEAN COUNTY UNIT DISTRICT NO. 5
Authorization for Payment of Bills and Payrolls
February 22, 2024 through March 20, 2024

SUMMARY OF BILLS & PAYROLLS BY FUND

Fund	¹ Prepaid Bills	² Bills To Be Paid	³ Payrolls	Total
07 Flexible Benefit Plan Trust Fund	48,417.13	0.00	0.00	48,417.13
08 Unit 5 Self-Funded Insurance	1,998,423.41	0.00	0.00	1,998,423.41
10 Educational	611,915.41	617,368.48	9,837,486.47	11,066,770.36
20 Operations & Maintenance	168,072.17	319,103.31	534,750.19	1,021,925.67
30 Debt Service	8,752.60	22,000.00	0.00	30,752.60
40 Transportation	65,611.56	71,445.62	22,661.72	159,718.90
50 Social Security	0.00	0.00	249,913.11	249,913.11
51 IMRF	0.00	0.00	142,271.64	142,271.64
60 Capital Projects	0.00	0.00	0.00	0.00
70 Working Cash	0.00	0.00	0.00	0.00
80 Tort Immunity	53,328.42	31,454.75	30,995.76	115,778.93
90 Life Safety	94,342.00	40,238.00	0.00	134,580.00
99 Student Activity Funds ⁴	174,558.14	0.00	0.00	174,558.14
Grand Total	\$3,223,420.84	\$1,101,610.16	\$10,818,078.89	\$15,143,109.89

¹ For funds 8 through 90, these bills were paid on and between 2/22/24 and 3/19/24. 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 2/21/24 and 3/19/24. 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 certify that the Board of Education has reviewed and authorized the payment of bills and payrolls in the amount of \$15,143,109.89.

 Kelly Pyle, President, Board of Education

 Date

 Stan Gozur, Secretary, Board of Education

 Date

CUSD No. 5, McLean and Woodford Counties, Illinois

Payroll Fund Totals

Fiscal Year: 2023-2024

Pay Cycle:	Pay Period:	Start Date:	End Date:	Pay Date:
Certified - Semi	160	02/16/2024	02/29/2024	02/29/2024
Certified - Semi	161	02/01/2024	02/15/2024	02/29/2024
Certified - Semi	162	02/01/2024	02/15/2024	02/29/2024
Certified - Semi	170	03/01/2024	03/15/2024	03/15/2024
Certified - Semi	171	02/16/2024	02/29/2024	03/15/2024
Certified - Semi	172	02/16/2024	02/29/2024	03/15/2024
Certified - Semi	173	02/16/2024	02/29/2024	03/15/2024
Certified - Semi	174	02/16/2024	02/29/2024	03/15/2024
Certified - Semi	175	02/16/2024	02/29/2024	03/15/2024
Certified - Semi	176	02/16/2024	02/29/2024	03/15/2024
Certified - Semi	177	02/16/2024	02/29/2024	03/18/2024
Classified - Semi	160	02/16/2024	02/29/2024	02/29/2024
Classified - Semi	161	02/01/2024	02/15/2024	03/01/2024
Classified - Semi	170	03/01/2024	03/15/2024	03/15/2024
Classified - Semi	172	02/16/2024	02/29/2024	03/15/2024

FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
Certified - Semi - Period Number: 160					
10	3,277,062.77	0.00	165,078.81	367,998.62	3,810,140.20
50	0.00	45,666.92	0.00	0.00	45,666.92
80	4,249.47	0.00	479.70	556.38	5,285.55
Period Total:	\$3,281,312.24	\$45,666.92	\$165,558.51	\$368,555.00	\$3,861,092.67

Certified - Semi - Period Number: 170					
10	3,274,729.04	0.00	166,139.38	408,057.50	3,848,925.92
50	0.00	45,631.86	0.00	0.00	45,631.86
80	4,135.83	0.00	479.70	537.50	5,153.03
Period Total:	\$3,278,864.87	\$45,631.86	\$166,619.08	\$408,595.00	\$3,899,710.81

Classified - Semi - Period Number: 160					
10	772,639.64	0.00	2,068.87	213,759.00	988,467.51
20	263,940.76	0.00	797.88	2,594.50	267,333.14
40	9,039.10	0.00	0.00	2,175.00	11,214.10
50	0.00	76,627.73	0.00	0.00	76,627.73
51	0.00	0.00	70,899.64	0.00	70,899.64
80	7,708.96	0.00	351.23	1,107.00	9,167.19
Period Total:	\$1,053,328.46	\$76,627.73	\$74,117.62	\$219,635.50	\$1,423,709.31

Classified - Semi - Period Number: 170					
10	781,596.07	0.00	2,222.73	215,272.70	999,091.50
20	263,103.54	0.00	797.88	2,594.50	266,495.92
40	9,272.62	0.00	0.00	2,175.00	11,447.62
50	0.00	77,337.21	0.00	0.00	77,337.21
51	0.00	0.00	71,271.10	0.00	71,271.10
80	9,632.96	0.00	351.23	1,405.80	11,389.99
Period Total:	\$1,063,605.19	\$77,337.21	\$74,642.94	\$221,448.00	\$1,437,033.34

Certified - Semi - Period Number: 161					
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FUND	GROSS	FICA	RETIREMENT	BENEFITS	TOTALS
10	82,017.50	0.00	794.54	0.00	82,812.04
50	0.00	1,189.42	0.00	0.00	1,189.42
Period Total:	\$82,017.50	\$1,189.42	\$794.54	\$0.00	\$84,001.46

Certified - Semi - Period Number: 162

10	15,589.50	0.00	0.00	0.00	15,589.50
50	0.00	1,192.64	0.00	0.00	1,192.64
Period Total:	\$15,589.50	\$1,192.64	\$0.00	\$0.00	\$16,782.14

Certified - Semi - Period Number: 171

10	64,897.50	0.00	639.84	0.00	65,537.34
50	0.00	941.21	0.00	0.00	941.21
Period Total:	\$64,897.50	\$941.21	\$639.84	\$0.00	\$66,478.55

Certified - Semi - Period Number: 172

10	10,156.00	0.00	0.00	0.00	10,156.00
50	0.00	776.97	0.00	0.00	776.97
Period Total:	\$10,156.00	\$776.97	\$0.00	\$0.00	\$10,932.97

Classified - Semi - Period Number: 161

10	110.86	0.00	0.00	0.00	110.86
20	921.13	0.00	0.00	0.00	921.13
50	0.00	78.95	0.00	0.00	78.95
51	0.00	0.00	72.86	0.00	72.86
Period Total:	\$1,031.99	\$78.95	\$72.86	\$0.00	\$1,183.80

Certified - Semi - Period Number: 173

10	5,695.67	0.00	467.08	1,812.50	7,975.25
50	0.00	82.58	0.00	0.00	82.58
Period Total:	\$5,695.67	\$82.58	\$467.08	\$1,812.50	\$8,057.83

Classified - Semi - Period Number: 172

10	2,607.15	0.00	0.00	0.00	2,607.15
50	0.00	199.45	0.00	0.00	199.45
51	0.00	0.00	28.04	0.00	28.04
Period Total:	\$2,607.15	\$199.45	\$28.04	\$0.00	\$2,834.64

Certified - Semi - Period Number: 175

10	763.00	0.00	0.00	0.00	763.00
50	0.00	3.75	0.00	0.00	3.75
Period Total:	\$763.00	\$3.75	\$0.00	\$0.00	\$766.75

Certified - Semi - Period Number: 176

10	1,860.00	0.00	0.00	0.00	1,860.00
50	0.00	142.29	0.00	0.00	142.29
Period Total:	\$1,860.00	\$142.29	\$0.00	\$0.00	\$2,002.29

Certified - Semi - Period Number: 177

10	2,973.34	0.00	114.36	362.50	3,450.20
50	0.00	42.13	0.00	0.00	42.13
Period Total:	\$2,973.34	\$42.13	\$114.36	\$362.50	\$3,492.33

Grand Totals:	\$8,864,702.41	\$249,913.11	\$483,054.87	\$1,220,408.50	\$10,818,078.89
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End of Report

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Expenditure Summary Report

From Date: 2/21/2024
To Date: 2/21/2024

Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Bloomington High School	V24843	(blank)	126987	2/21/2024	250.00
	V395149	(blank)	126987	2/21/2024	250.00
Bloomington High School Total					500.00
Budak, Heather L	V15133	(blank)	126988	2/21/2024	320.00
Budak, Heather L Total					320.00
Centennial High School	V120220	(blank)	126989	2/21/2024	300.00
Centennial High School Total					300.00
Five Star Water		45302 (blank)	1431	2/21/2024	41.41
Five Star Water Total					41.41
Homewood-Flossmoor High School District	V342724	(blank)	126990	2/21/2024	350.00
Homewood-Flossmoor High School District Total					350.00
Normal West High School	V167536	(blank)	126991	2/21/2024	200.00
	V489587	(blank)	126991	2/21/2024	225.00
	V931574	(blank)	126991	2/21/2024	275.00
Normal West High School Total					700.00
Peters, Scott D	V25776193	(blank)	4141	2/21/2024	229.86
Peters, Scott D Total					229.86
Pontiac TWP HSD #90	V362999	(blank)	126992	2/21/2024	250.00
Pontiac TWP HSD #90 Total					250.00
Unit 5 Vocational Training Ctr/Deck		45292 (blank)	1432	2/21/2024	8.50
Unit 5 Vocational Training Ctr/Deck Total					8.50
University High School	V116329	(blank)	126993	2/21/2024	250.00
University High School Total					250.00
Urbana High School	V528296	(blank)	126994	2/21/2024	230.00
Urbana High School Total					230.00
Grand Total					3,179.77

Expenditure Summary Report

From Date: 2/21/2024
To Date: 2/21/2024

Fund	Amount
99	3,179.77
Grand Total	3,179.77

Expenditure Summary Report

From Date: 2/22/2024
To Date: 3/19/2024

Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Ace Hardware	590258/5	2400205	258860	3/6/2024	51.90
	590250/5	2400205	258860	3/6/2024	74.66
	590248/5	2403645	258860	3/6/2024	15.60
	590224/5	2400205	258860	3/6/2024	7.15
	590217/5	2403645	258860	3/6/2024	33.80
	590191/5	2400205	258860	3/6/2024	28.38
	590187/5	2403645	258860	3/6/2024	174.51
	590158/5	2400205	258860	3/6/2024	21.52
	590159/5	2400205	258860	3/6/2024	29.68
	590166/5	2400205	258860	3/6/2024	35.12
	590163/5	2403645	258860	3/6/2024	25.19
	590133/5	2400205	258860	3/6/2024	25.18
	590137/5	2400205	258860	3/6/2024	23.97
	590130/5	2400205	258860	3/6/2024	59.21
	590129/5	2403645	258860	3/6/2024	137.95
Ace Hardware Total					743.82
Advance Auto Parts	6.2534E+12	2400200	258861	3/6/2024	190.83
	6.2534E+12	2400202	258861	3/6/2024	99.74
	6.2534E+12	2400202	258861	3/6/2024	76.47
	6.2534E+12	2400202	258861	3/6/2024	38.58
	6.2534E+12	2400202	258861	3/6/2024	22.77
	6.2534E+12	2400202	258861	3/6/2024	39.13
	6.2534E+12	2400200	258861	3/6/2024	198.28
	6.2534E+12	2400200	258861	3/6/2024	36.60
	6.2534E+12	2400202	258861	3/6/2024	275.08
	6.2534E+12	2400202	258861	3/6/2024	265.82
	6.2534E+12	2400202	258861	3/6/2024	356.94
	6.2534E+12	2400200	258861	3/6/2024	10.37
	6.2534E+12	2400202	258861	3/6/2024	210.48
	6.2534E+12	2400200	258861	3/6/2024	169.39
	6.2534E+12	2400202	258861	3/6/2024	29.62
	6.2534E+12	2400200	258861	3/6/2024	8.99
	6.2534E+12	2400200	258861	3/6/2024	21.15
	6.2534E+12	2400200	258861	3/6/2024	225.28
	6.2534E+12	2400202	258861	3/6/2024	14.46
	6.2534E+12	2400202	258861	3/6/2024	18.92
	6.2534E+12	2400200	258861	3/6/2024	34.56
	6.2534E+12	2400200	258861	3/6/2024	124.40
	6.2534E+12	2400202	258861	3/6/2024	18.39
6.2534E+12	2400202	258861	3/6/2024	126.05	
6.2534E+12	2400202	258861	3/6/2024	34.94	
6.2534E+12	2400200	258861	3/6/2024	107.20	
6.2534E+12	2400200	258861	3/6/2024	196.25	
6.2534E+12	2400200	258861	3/6/2024	50.90	
6.2534E+12	2400200	258861	3/6/2024	532.90	
Advance Auto Parts Total					3,534.49
Akyuz, Ali	Menards reimbursemen	2403827	258862	3/6/2024	18.40
Akyuz, Ali Total					18.40
Allen, Vincent T	V70388935	(blank)	15403	2/28/2024	135.00
Allen, Vincent T Total					135.00
Alpha Controls & Services Llc	23S146-2	2403738	258825	2/28/2024	19,769.00
	23S144-1	2403747	258825	2/28/2024	54,619.00
	23S146-1	2403738	258825	2/28/2024	19,954.00
Alpha Controls & Services Llc Total					94,342.00

Expenditure Summary Report

From Date: 2/22/2024
To Date: 3/19/2024

Vendor	Invoice	PO No.	Check No.	Check Date	Amount	
Alta Construction Equipment Illinois	SR4 49034	2403619	258826	2/28/2024	25,800.00	
	SR4/48443	2403030	258826	2/28/2024	25,800.00	
Alta Construction Equipment Illinois Total					51,600.00	
Amaya, Elysia M	V86727904	(blank)	22319	3/7/2024	103.44	
Amaya, Elysia M Total					103.44	
Amazon Capital Services	1XRNHRN39V	302240039	47779	3/19/2024	75.99	
	1696GDCM1Q	302240040	47779	3/19/2024	58.88	
	1V7MPCPV6HF4	302240038	47767	3/14/2024	19.60	
	1JKD-JNYK-46YY	123240006	3034	3/13/2024	21.70	
	1WHWR3W93LVK	302240037	47749	3/11/2024	88.38	
	19JLP73K6WTJ	302240036	47749	3/11/2024	66.56	
	17DR-VKNN-YKYY	123240004	3035	3/14/2024	916.45	
	1GND-LFFD-6YRW	2403822	258863	3/6/2024	18.99	
	1LQF-TN3D-16CH	2403778	258863	3/6/2024	7.99	
	1WDX-H39T-1V3N	2403793	258863	3/6/2024	99.68	
	1KCR-K4YV-7PXJ	123240003	3033	3/13/2024	35.62	
	1M1M-33Y6-6KW4	2403779	258863	3/6/2024	105.28	
	1QVC-JY6L-C7NQ	2403786	258863	3/6/2024	87.21	
	1YV3-3F31-FNDX	2403741	258863	3/6/2024	400.91	
	1TKH-36J6-33HL	2403774	258863	3/6/2024	36.86	
	1H13-G93H-197L	2403746	258863	3/6/2024	62.95	
	17QD-6TGJ-1TK1	2403744	258827	2/28/2024	182.41	
	1HVN-3C96-VD1G	2403704	258827	2/28/2024	89.95	
	1H93-HWLW-QVFJ	2403751	258827	2/28/2024	52.53	
	1QNDVRGTTX34	302240035	47720	2/29/2024	58.12	
	1YJJ-KMT7-DL6W	2403657	258827	2/28/2024	39.98	
	1H93-HWLW-CGYM	2403730	258827	2/28/2024	230.98	
	1PPR-XKHJ-F4YV	2403700	258827	2/28/2024	29.07	
	1RTK-6MTX9JV7	302240034	47720	2/29/2024	76.75	
	1HP1-3WJD-6GN6	2403629	258827	2/28/2024	189.98	
	1FG7-4JTP-FDMP	204240018	15398	2/27/2024	81.59	
	1M1D-MMQN-VXC6	2403574	258863	3/6/2024	67.20	
	1F9F-WLK4-R61T	2403630	258863	3/6/2024	50.50	
	1GGQ-CCVT-P4WP	2403588	258863	3/6/2024	374.91	
	1HLW-HMTW-NWTW	2403423	258863	3/6/2024	33.96	
	1M1D-MMQN-KYCR	2403626	258863	3/6/2024	14.99	
	1VKX-6CPD-D4KF	2403600	258863	3/6/2024	95.17	
	1M6L-PQ1W-CFV6	2403597	258863	3/6/2024	175.30	
Amazon Capital Services Total					3,946.44	
American Pest Control		646999	2400207	258828	2/28/2024	1,230.00
American Pest Control Total					1,230.00	
American Red Cross	O-0015897430	2403777	258864	3/6/2024	42.00	
American Red Cross Total					42.00	
Angsten, Alesha Kristine	V810573	(blank)	5064	3/13/2024	42.00	
Angsten, Alesha Kristine Total					42.00	
Apex Clothing	P 2300529	(blank)	47750	3/11/2024	313.00	
Apex Clothing Total					313.00	
Arbitersports, LLC	V15778010	(blank)	0	3/12/2024	5,000.00	
Arbitersports, LLC Total					5,000.00	
Arthur J. Gallagher		4966589	2403800	258829	2/28/2024	35,000.00
Arthur J. Gallagher Total					35,000.00	

Expenditure Summary Report

From Date: 2/22/2024
To Date: 3/19/2024

Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Avanti'S Italian Restaurant -Bloomington	45352	(blank)	47751	3/11/2024	753.74
	V1461823	(blank)	3030	3/6/2024	56.80
	V4949666	(blank)	6768	3/6/2024	786.85
	V20691869	(blank)	15411	3/8/2024	501.95
Avanti'S Italian Restaurant -Bloomington Total					2,099.34
B & B Awards & Recognition	20053395	(blank)	48238	3/7/2024	31.50
	V38245766	(blank)	6766	2/29/2024	107.10
	20053234	2403749	258830	2/28/2024	206.91
	20053123	2403749	258830	2/28/2024	68.97
B & B Awards & Recognition Total					414.48
B & B Custom Gifts and Apparel	1974	(blank)	47732	3/5/2024	291.00
B & B Custom Gifts and Apparel Total					291.00
Baby Fold	17747	2403647	258865	3/6/2024	7,083.34
	17682	2403714	258831	2/28/2024	92,719.20
Baby Fold Total					99,802.54
Bacc Student Graphics Co.	170	(blank)	47740	3/7/2024	420.00
Bacc Student Graphics Co. Total					420.00
Bain, Leeann Janette	V1579650	(blank)	6202	3/18/2024	26.99
Bain, Leeann Janette Total					26.99
Baker, Melanie	V29313129	(blank)	4144	3/6/2024	123.69
Baker, Melanie Total					123.69
Batty, Sydney	Visa reimbursement	2403769	258832	2/28/2024	226.52
Batty, Sydney Total					226.52
Beaty, Beth	V138103	(blank)	5168	3/1/2024	71.17
Beaty, Beth Total					71.17
Beer, Julia Renee	V31646118	(blank)	6776	3/18/2024	62.68
	V1888704	(blank)	25091	3/18/2024	31.54
	V36842745	(blank)	25091	3/18/2024	67.48
Beer, Julia Renee Total					161.70
Bennett Electronics	36104	2403762	258833	2/28/2024	236.00
	36103	2403763	258833	2/28/2024	118.00
Bennett Electronics Total					354.00
Bennett, Tara Marie	MILES202401	(blank)	258773	2/28/2024	28.54
	MILES202402	(blank)	258911	3/6/2024	14.27
Bennett, Tara Marie Total					42.81
Bierbaum, John	Art supplies	(blank)	47752	3/11/2024	48.85
Bierbaum, John Total					48.85
Bloomington Junior High School	V20849612	(blank)	15422	3/14/2024	570.00
	V96756385	(blank)	6769	3/6/2024	30.00
Bloomington Junior High School Total					600.00
Blue Cross Blue Shield Of Illinois	3.83169E+11	(blank)	0	3/19/2024	333,105.27
	3.83169E+11	(blank)	0	3/12/2024	323,989.99
	3.83161E+11	(blank)	0	3/6/2024	361,378.86
	7.60677E+11	(blank)	0	3/6/2024	93,822.88

Expenditure Summary Report

From Date: 2/22/2024
To Date: 3/19/2024

Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Blue Cross Blue Shield Of Illinois	3.8317E+11	(blank)	0	2/26/2024	881,840.31
Blue Cross Blue Shield Of Illinois Total					1,994,137.31
Bobcat Of Peoria	02-84296	2403796	258866	3/6/2024	237.45
Bobcat Of Peoria Total					237.45
Bokesch-Parsons, Charlene L	V78174219	(blank)	15414	3/12/2024	72.88
	V35317769	(blank)	15405	3/5/2024	129.62
	V82659164	(blank)	15393	2/27/2024	85.02
	V48321001	(blank)	15390	2/22/2024	83.72
Bokesch-Parsons, Charlene L Total					371.24
Boland, Amy L	V54636233	(blank)	5516	2/28/2024	50.00
Boland, Amy L Total					50.00
Bollmann, Brooke M	Pizza for testing	(blank)	48199	2/23/2024	113.89
Bollmann, Brooke M Total					113.89
Borne, Gavin B	V56154985	(blank)	6388	3/19/2024	385.00
	V946253	(blank)	5165	2/26/2024	800.00
Borne, Gavin B Total					1,185.00
Borne, Tiffany	V84098	(blank)	5169	3/1/2024	670.92
Borne, Tiffany Total					670.92
Bovenkerk, Bradley Alan	Various Supplies	(blank)	48254	3/13/2024	194.99
Bovenkerk, Bradley Alan Total					194.99
Bozarth, Megan E	V14816742	(blank)	3031	3/11/2024	15.54
Bozarth, Megan E Total					15.54
Bradfield'S Computer Supply	568822	2403631	258834	2/28/2024	672.00
	568685	2403337	258867	3/6/2024	22,048.00
Bradfield'S Computer Supply Total					22,720.00
Bradley, Kai Tene	Pic Fundraiser	(blank)	48213	2/28/2024	56.67
Bradley, Kai Tene Total					56.67
Bridgette, Barry Steven	V71010798	(blank)	6762	2/27/2024	84.28
Bridgette, Barry Steven Total					84.28
Brienen, Nicole E	REIMBURSE AMAZON	2403695	258868	3/6/2024	44.39
Brienen, Nicole E Total					44.39
Bruce, Amanda Christine	V39544132	(blank)	22327	3/15/2024	37.96
Bruce, Amanda Christine Total					37.96
Bsn Sports	925116784	(blank)	47780	3/19/2024	531.87
	925127391	(blank)	47780	3/19/2024	47.62
	925044347	(blank)	47768	3/14/2024	614.43
	924957013	(blank)	48255	3/13/2024	699.99
	924998806	(blank)	48255	3/13/2024	971.32
	924787988	(blank)	48239	3/7/2024	867.38
	924962667	(blank)	47741	3/7/2024	209.37
	924018238	(blank)	22307	2/23/2024	52.50
	924767484	(blank)	22307	2/23/2024	31.96
	924178434	(blank)	48200	2/23/2024	2,096.81
	924777578	(blank)	48200	2/23/2024	1,201.13
	924830696	(blank)	47703	2/23/2024	412.50

Expenditure Summary Report

From Date: 2/22/2024
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Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Bsn Sports Total					7,736.88
Budak, Heather L	All American	(blank)	48256	3/13/2024	40.00
	State Meals	(blank)	48214	2/28/2024	393.01
	V636013	(blank)	126996	2/26/2024	1,209.90
Budak, Heather L Total					1,642.91
Burras, Theresa Jane	V59996687	(blank)	5166	3/18/2024	250.00
Burras, Theresa Jane Total					250.00
Burroughs, Jill A	V90914845	(blank)	5145	3/4/2024	320.39
Burroughs, Jill A Total					320.39
Bushue Human Resources, Inc.	mclean5-20240229	2403919	258912	3/6/2024	1,728.00
	McLean5EHR-20240229	2403919	258912	3/6/2024	1,184.00
	McLean5vols-20240229	2403919	258912	3/6/2024	1,144.00
Bushue Human Resources, Inc. Total					4,056.00
Byrd, Cory	V59058021	(blank)	6765	2/28/2024	30.96
Byrd, Cory Total					30.96
Camelot Therapeutic Schools, Llc	INV184250	2403650	258869	3/6/2024	4,298.04
Camelot Therapeutic Schools, Llc Total					4,298.04
Camfil Usa, Inc.	30445293	2403646	258870	3/6/2024	7,460.56
Camfil Usa, Inc. Total					7,460.56
Capitol Group	S2433554.001	2403625	258871	3/6/2024	15.80
Capitol Group Total					15.80
Caribe Resort	45358 (blank)		48269	3/15/2024	21,802.39
	Spring Break Resort (blank)		47762	3/12/2024	9,190.74
Caribe Resort Total					30,993.13
Carl'S Ice Cream Shop - Normal	269967 (blank)		48232	3/1/2024	82.50
	269966 (blank)		48215	2/28/2024	135.00
Carl'S Ice Cream Shop - Normal Total					217.50
Casey'S Garden Center	Flowers-Feeney	(blank)	48257	3/13/2024	60.00
	V41819475	(blank)	25089	3/7/2024	154.00
	V87852481	(blank)	15412	3/8/2024	136.00
	V4057314	(blank)	25079	3/1/2024	94.00
	V54584129	(blank)	2647	2/28/2024	71.99
	V50087290	(blank)	6757	2/22/2024	145.00
Casey'S Garden Center Total					660.99
Central Illinois Ag, Inc.	G01023	2403613	258872	3/6/2024	5,000.00
Central Illinois Ag, Inc. Total					5,000.00
Central Illinois Inflatables	Dep for After Prom	(blank)	48233	3/1/2024	500.00
	Dep Laser Tag	(blank)	48233	3/1/2024	500.00
	Prom 2024	(blank)	47717	2/26/2024	1,000.00
Central Illinois Inflatables Total					2,000.00
Central Illinois Trucks Inc	101P145932	2403788	258873	3/6/2024	550.00
	101P145993	2403788	258873	3/6/2024	239.74
Central Illinois Trucks Inc Total					789.74
Challenger Learning Center	V48764481	(blank)	4145	3/6/2024	1,460.00

Expenditure Summary Report

From Date: 2/22/2024
To Date: 3/19/2024

Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Challenger Learning Center Total					1,460.00
Chedister, Jennifer E	V44911408	(blank)	9503	2/26/2024	181.69
Chedister, Jennifer E Total					181.69
Childers Door Service, Inc	304402	2403612	258874	3/6/2024	171.41
Childers Door Service, Inc Total					171.41
Children'S Discovery Museum	LearningLab2024	2403636	258875	3/6/2024	7,067.00
Children'S Discovery Museum Total					7,067.00
Chlebowski, Jennifer Susanne	Reissue check 252021	(blank)	258876	3/6/2024	575.00
Chlebowski, Jennifer Susanne Total					575.00
Clark, Kimberly	Candy Gram	(blank)	48201	2/23/2024	84.24
Clark, Kimberly Total					84.24
Clean The Uniform Company	32246341	2400201	258835	2/28/2024	75.05
	32244695	2400201	258835	2/28/2024	75.05
	32243095	2400201	258835	2/28/2024	77.30
	32241461	2400201	258835	2/28/2024	75.05
	32239862	2400201	258835	2/28/2024	75.05
Clean The Uniform Company Total					377.50
Codron, Angela R	Reimbursements.	2403819	258877	3/6/2024	153.53
	Misc staff events	(blank)	47721	2/29/2024	508.78
Codron, Angela R Total					662.31
Coffey, Christopher John	Coffee	(blank)	48258	3/13/2024	54.34
Coffey, Christopher John Total					54.34
Collins, Sharon P	Valentine Pic	(blank)	48216	2/28/2024	30.98
Collins, Sharon P Total					30.98
Column Software, PBC	7B9C7088-0003	2403790	258878	3/6/2024	103.38
Column Software, PBC Total					103.38
Commerce Bank - Commercial Cards	HICK-9710-20240215	2403737	0	3/6/2024	7,899.21
	OGRA-9211-20240215	2403955	0	3/6/2024	258.60
	ELLI-7313-20240215	2404019	0	3/6/2024	183.91
	STYC-1202-20240215	2403742	0	3/6/2024	2,832.55
	VOGE-3494-20240215	2403659	0	3/6/2024	378.09
	TENU-2922-20240215	2403808	0	3/6/2024	2,159.89
	SPRI-7899-20240215	2403680	0	3/6/2024	384.62
	MART-4494-20240215	2403681	0	3/6/2024	4,437.93
	NICA-1228-20240215	2403745	0	3/6/2024	2,243.91
	MERC-6194-20240215	2403656	0	3/6/2024	278.96
	OXAR-8856-20240215	2403662	0	3/6/2024	1,805.84
	RILE-3787-20240215	2403696	0	3/6/2024	16.25
	PALM-1194-20240215	2403758	0	3/6/2024	1,881.71
	KEAR-7294-20240215	2403655	0	3/6/2024	2,557.14
	ZBRO-7828-20240215	2403675	0	3/6/2024	4,500.84
	THOM-3811-20240215	2403702	0	3/6/2024	1,005.61
	BERG-3449-20240215	2403759	0	3/6/2024	239.29
	WEBS-3880-20240215	2403690	0	3/6/2024	310.95
	VERD-9896-20240215	2403691	0	3/6/2024	265.40
	CODR-4075-20240215	2403693	0	3/6/2024	60,480.81
	BEGG-4263-20240215	2403756	0	3/6/2024	49.00
	TEMP-5124-20240215	2403924	0	3/6/2024	4,357.99

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Commerce Bank - Commercial Cards	MACK-1210-20240215	2403727	0	3/6/2024	16,752.21
Commerce Bank - Commercial Cards	KNEP-3795-20240215	2403652	0	3/6/2024	396.26
Commerce Bank - Commercial Cards	HEIM-1186-20240215	2403732	0	3/6/2024	62.60
Commerce Bank - Commercial Cards	ROOP-7310-20240215	2403670	0	3/6/2024	711.87
Commerce Bank - Commercial Cards	FOGA-2254-20240215	2403977	0	3/6/2024	710.36
Commerce Bank - Commercial Cards	PETE-3753-20240215	2403686	0	3/6/2024	1,256.07
Commerce Bank - Commercial Cards	DAVE-8038-20240215	2403664	0	3/6/2024	1,164.78
Commerce Bank - Commercial Cards	EDWA-1551-20240215	2403824	0	3/6/2024	2,473.23
Commerce Bank - Commercial Cards	FITZ-2254-20240215	2404034	0	3/6/2024	1,488.56
Commerce Bank - Commercial Cards	HARR-3613-20240215	2403661	0	3/6/2024	685.36
Commerce Bank - Commercial Cards	ROGE-2319-20240215	2403679	0	3/6/2024	839.22
Commerce Bank - Commercial Cards	BOZA-2301-20240215	2403676	0	3/6/2024	436.60
Commerce Bank - Commercial Cards	ADEL-7777-20240215	2404002	0	3/6/2024	4,632.87
Commerce Bank - Commercial Cards	REWE-0094-20240215	2403805	0	3/6/2024	293.23
Commerce Bank - Commercial Cards	STAN-4051-20240215.	2403678	0	3/6/2024	17,940.20
Commerce Bank - Commercial Cards	COOP-2498-20240215	2403672	0	3/6/2024	1,995.00
Commerce Bank - Commercial Cards	WILK-8923-20240215	2403752	0	3/6/2024	306.45
Commerce Bank - Commercial Cards	LAMB-1341-20240215.	2403736	0	3/6/2024	3,497.45
Commerce Bank - Commercial Cards	SHEL-8505-20240215	2403775	0	3/6/2024	1,543.40
Commerce Bank - Commercial Cards	SARG-5504-20240215	2403821	0	3/6/2024	32.50
Commerce Bank - Commercial Cards	BROW-3472-20240215	2403972	0	3/6/2024	560.44
Commerce Bank - Commercial Cards	BACK-9856-20240215	2403770	0	3/6/2024	3,825.80
Commerce Bank - Commercial Cards	LAMB-7537-20240215	2403660	0	3/6/2024	335.77
Commerce Bank - Commercial Cards	STAN-4051-20240215	2403674	0	3/6/2024	3,016.80
Commerce Bank - Commercial Cards	LAMB-1341-20240215	2403735	0	3/6/2024	2,439.14
Commerce Bank - Commercial Cards	CHAP-8793-20240215	2403739	0	3/6/2024	8,756.82
Commerce Bank - Commercial Cards	WEBB-7756-20240215	2403673	0	3/6/2024	467.49
Commerce Bank - Commercial Cards	PENN-4743-20240215	2403687	0	3/6/2024	4,594.63
Commerce Bank - Commercial Cards Total					179,743.61
Confidential On-Site Paper Shreddin	146541	2403703	258836	2/28/2024	65.67
	145672	2403641	258879	3/6/2024	64.08
Confidential On-Site Paper Shreddin Total					129.75
Conley, Rebecca Renae	Lunch for BC mtg	(blank)	48202	2/23/2024	196.62
Conley, Rebecca Renae Total					196.62
Connor Co	S010796017.001	2403624	258880	3/6/2024	715.01
	S010783195.001	2403624	258880	3/6/2024	234.74
	S010790123.001	2403624	258880	3/6/2024	165.50
	S010790261.001	2403624	258880	3/6/2024	82.89
Connor Co Total					1,198.14
Conway, Jamie Marie	MILES202401	(blank)	258913	3/6/2024	35.31
	MILES202402	(blank)	258913	3/6/2024	53.40
Conway, Jamie Marie Total					88.71
Cook, Matt S	Clothing reimbursem	2403787	258881	3/6/2024	192.13
Cook, Matt S Total					192.13
Cooper, Jori Elizabeth	V15071755	(blank)	15399	2/27/2024	100.00
	V37684567	(blank)	15394	2/27/2024	200.00
	V70744214	(blank)	15401	2/27/2024	50.00
Cooper, Jori Elizabeth Total					350.00
Cosgrove Distributors	155764A	(blank)	15395	2/27/2024	249.73
Cosgrove Distributors Total					249.73
Coyle, Cynthia Marie	V12689711	(blank)	22325	3/8/2024	49.74

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Coyle, Cynthia Marie Total					49.74
CRA Consulting, LLC	10006	2403663	258882	3/6/2024	1,556.25
CRA Consulting, LLC Total					1,556.25
Crabill, Agnes Ming	Lunch Reimb	(blank)	48240	3/7/2024	116.00
Crabill, Agnes Ming Total					116.00
Crescent Electric Supply Co	S512090375.002	2403627	258883	3/6/2024	1,205.71
	S512106209.001	2403627	258883	3/6/2024	175.81
Crescent Electric Supply Co Total					1,381.52
Crowder, Sarah A	V20285961	(blank)	6758	2/22/2024	42.38
Crowder, Sarah A Total					42.38
Culligan Water Conditioning	V83902093	(blank)	6770	3/6/2024	91.50
	V25876748	(blank)	5146	3/4/2024	116.15
Culligan Water Conditioning Total					207.65
Cummins Sales And Service	Q1-69571	2403807	258884	3/6/2024	978.11
	Q1-69820	2403807	258884	3/6/2024	694.31
	Q1-69704	2403807	258884	3/6/2024	1,614.22
	Q1-69705	2403807	258884	3/6/2024	1,300.35
	Q1-69684	2403807	258884	3/6/2024	671.53
	Q1-69642	2403807	258884	3/6/2024	416.91
	Q1-69643	2403807	258884	3/6/2024	62.13
	Q1-69539	2403807	258884	3/6/2024	1,000.27
	Q1-69588	2403807	258884	3/6/2024	1,028.79
Cummins Sales And Service Total					7,766.62
Cunningham, Annette Suzanne	V91907015	(blank)	6380	3/7/2024	75.00
Cunningham, Annette Suzanne Total					75.00
Davis, Allison	V80078297	(blank)	15415	3/12/2024	413.25
	V98833340	(blank)	15415	3/12/2024	275.87
Davis, Allison Total					689.12
Davis, Sylvester	V69281160	(blank)	15416	3/12/2024	240.00
Davis, Sylvester Total					240.00
Davis, Wendy Leigh	Monitor Stand	(blank)	48241	3/7/2024	47.99
Davis, Wendy Leigh Total					47.99
Dawson, Katherine Lynn	V52227707	(blank)	6381	3/7/2024	25.98
Dawson, Katherine Lynn Total					25.98
Dazey, Kylee	V79186622	(blank)	25085	3/7/2024	480.00
Dazey, Kylee Total					480.00
Delsasso, Isabella Angelic	Work at bskbl game	2403685	258885	3/6/2024	144.66
Delsasso, Isabella Angelic Total					144.66
Deluxe Corporation	V66160427	(blank)	0	2/29/2024	164.84
Deluxe Corporation Total					164.84
Demco, Inc	7443276	(blank)	48217	2/28/2024	101.14
Demco, Inc Total					101.14
Denny'S Doughnuts & Bakery	997740	(blank)	47753	3/11/2024	139.40

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Denny'S Doughnuts & Bakery	996035	2403891	258886	3/6/2024	65.00
	995628	(blank)	48203	2/23/2024	198.20
Denny'S Doughnuts & Bakery Total					402.60
Diaz, Marianela	MILES202312	(blank)	258774	2/28/2024	116.72
	MILES202401	(blank)	258774	2/28/2024	50.92
Diaz, Marianela Total					167.64
Dittmar, Krysta L.	V79357927	(blank)	22326	3/11/2024	419.26
Dittmar, Krysta L. Total					419.26
Divita, Margherita	March Madness	(blank)	48242	3/7/2024	48.00
Divita, Margherita Total					48.00
Dixon, Ellen Norinne	IHSA 2/9-2/10	(blank)	258775	2/28/2024	901.56
Dixon, Ellen Norinne Total					901.56
Dobson, Erin	V13531130	(blank)	15423	3/14/2024	20.79
Dobson, Erin Total					20.79
Don Owen Tire Service, Inc	328935	2403620	258887	3/6/2024	70.22
Don Owen Tire Service, Inc Total					70.22
Drengwitz, Jason	FB Paintball Dep	(blank)	48259	3/13/2024	52.50
	Laptop Sitckers	(blank)	48259	3/13/2024	330.00
	Player Food 3/12	(blank)	48259	3/13/2024	132.00
Drengwitz, Jason Total					514.50
Dryer, Karen S	V38770996	(blank)	15424	3/14/2024	62.73
Dryer, Karen S Total					62.73
Dyson, Jaxynn A	KOH	(blank)	47754	3/11/2024	2,500.00
Dyson, Jaxynn A Total					2,500.00
Eads, Tory	V5928180	(blank)	6777	3/18/2024	165.15
Eads, Tory Total					165.15
Edwards, Sarah Lynn	V58941	(blank)	5173	3/12/2024	51.46
	V360073	(blank)	5166	2/26/2024	75.35
Edwards, Sarah Lynn Total					126.81
Eganhouse, Michael	Work at bsktball gam	2403683	258888	3/6/2024	144.66
Eganhouse, Michael Total					144.66
Emerick, Drew Mathew	Team Dinner and Misc	(blank)	47763	3/12/2024	151.35
Emerick, Drew Mathew Total					151.35
Engraving Express	V92804422	(blank)	25077	3/1/2024	34.00
Engraving Express Total					34.00
Ervin, Jonathon Clark	V30965701	(blank)	20795	3/18/2024	110.00
	V52961187	(blank)	20801	3/18/2024	110.00
Ervin, Jonathon Clark Total					220.00
Esposito, Mark	V91516492	(blank)	6767	2/29/2024	43.04
Esposito, Mark Total					43.04
Etcheson, Pamela	MILES202402	(blank)	258914	3/6/2024	21.71
Etcheson, Pamela Total					21.71

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Evans Junior High School	Entry Fees Reimburse	2403765	258837	2/28/2024	350.00	
Evans Junior High School Total					350.00	
Evans, Rachel M	Speech Hotel	(blank)	47704	2/23/2024	389.23	
Evans, Rachel M Total					389.23	
Everett, Abigail	V89373780	(blank)	1642	3/18/2024	200.00	
Everett, Abigail Total					200.00	
Ewing, Jackson P	V31435835	(blank)	6389	3/19/2024	385.00	
Ewing, Jackson P Total					385.00	
Farm & Fleet of Bloomington		1539	2403628	258889	3/6/2024	49.17
		1436	2403628	258889	3/6/2024	38.34
Farm & Fleet of Bloomington Total					87.51	
Farnsworth Croup, Inc.		248365	2403478	258890	3/6/2024	1,750.00
Farnsworth Croup, Inc. Total					1,750.00	
Fastsigns		42535	(blank)	48270	3/15/2024	137.50
		42309	(blank)	47705	2/23/2024	347.40
Fastsigns Total					484.90	
Ficek, Jennifer L	V68887004	(blank)	5521	3/19/2024	105.20	
Ficek, Jennifer L Total					105.20	
Five Star Water	V64402685	(blank)	6390	3/19/2024	119.25	
	V57119675	(blank)	2863	3/12/2024	112.20	
		45330	(blank)	1433	3/7/2024	58.92
	FEbruary STMT	2403823	258891	3/6/2024	10.00	
	V75602266	(blank)	7275	2/28/2024	87.90	
Five Star Water Total					388.27	
Flying Dragons	Training	(blank)	47781	3/19/2024	1,000.00	
Flying Dragons Total					1,000.00	
Ford, Nathan G	V31088364	(blank)	4143	2/28/2024	154.09	
	V64598296	(blank)	4142	2/27/2024	545.33	
Ford, Nathan G Total					699.42	
Fox Anvick, Caroline	IMC Coffee supplies	(blank)	48271	3/15/2024	145.80	
Fox Anvick, Caroline Total					145.80	
Freeman, Danielle	Work at bsktball gam	2403684	258892	3/6/2024	964.40	
Freeman, Danielle Total					964.40	
Freyman, Megan Marie	MILES202401	(blank)	258776	2/28/2024	97.68	
Freyman, Megan Marie Total					97.68	
Friends Of Ironmen Football	FB concessions 2024	(blank)	48272	3/15/2024	3,704.73	
	Reimb FB Concess	(blank)	48218	2/28/2024	703.10	
Friends Of Ironmen Football Total					4,407.83	
Frontier	V839647	2400007	258852	3/6/2024	3,997.35	
Frontier Total					3,997.35	
Fudge, Dawn M	V17515757	(blank)	47706	2/23/2024	100.12	
Fudge, Dawn M Total					100.12	

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Fuller-Milan, Traci L	V576015	2403743	258838	2/28/2024	45.00
Fuller-Milan, Traci L Total					45.00
Fulscher, Daniel A.	V72759685	(blank)	25081	3/1/2024	85.00
Fulscher, Daniel A. Total					85.00
Further	40911337	(blank)	0	3/6/2024	21,863.98
	V10257708	(blank)	0	3/1/2024	4,286.10
	40902182	(blank)	0	2/28/2024	26,553.15
Further Total					52,703.23
Gannaway, Rachel L	MILES202402	(blank)	258915	3/6/2024	123.95
Gannaway, Rachel L Total					123.95
Garard, Remy Christine	V515750	2403640	258893	3/6/2024	36.00
Garard, Remy Christine Total					36.00
Gen Jos Bartholomew Chapter Sar	OutstandingCitizen	2403688	258906	3/6/2024	64.00
Gen Jos Bartholomew Chapter Sar Total					64.00
Gerrietts, Jennifer Lee	V7949546	(blank)	22328	3/15/2024	84.32
	V81838819	(blank)	22328	3/15/2024	53.60
	V97802317	(blank)	22320	3/7/2024	66.39
Gerrietts, Jennifer Lee Total					204.31
Ghere, Debbie	V91673822	(blank)	15406	3/5/2024	20.00
	V91843371	(blank)	15396	2/27/2024	150.00
Ghere, Debbie Total					170.00
Ghrist, Tracie Nicole	MILES202402	(blank)	258916	3/6/2024	178.29
Ghrist, Tracie Nicole Total					178.29
Giermann, Jennifer	Cupcakes	(blank)	48204	2/23/2024	15.98
Giermann, Jennifer Total					15.98
Girls On The Run Of Central Illinois	V14352834	(blank)	7277	3/7/2024	275.00
Girls On The Run Of Central Illinois Total					275.00
Glatt, Michelle L	V95553503	(blank)	25097	3/19/2024	37.45
	V61093710	(blank)	25097	3/19/2024	53.72
	V86460062	(blank)	25088	3/7/2024	45.19
	V36145931	(blank)	6763	2/27/2024	60.21
Glatt, Michelle L Total					196.57
Golick, Christopher J	Battery	(blank)	47769	3/14/2024	62.35
Golick, Christopher J Total					62.35
Gomez, Erick	V66361172	(blank)	6391	3/19/2024	385.00
Gomez, Erick Total					385.00
Gordon Food Service, Inc	9007250871	2403923	258894	3/6/2024	1,752.08
	9007250875	2403923	258894	3/6/2024	863.16
	9007250913	2403923	258894	3/6/2024	973.04
	9007250914	2403923	258894	3/6/2024	86.82
	9007250926	2403923	258894	3/6/2024	33.35
	9007258053	2403923	258894	3/6/2024	2,751.96
	9007258058	2403923	258894	3/6/2024	43.76
9007193735	2403922	258894	3/6/2024	5,004.30	

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Gordon Food Service, Inc	9007193774	2403922	258894	3/6/2024	3,604.76
	9007193788	2403922	258894	3/6/2024	1,590.77
	9007193809	2403922	258894	3/6/2024	2,091.93
	9007193820	2403922	258894	3/6/2024	1,576.47
	9007193831	2403922	258894	3/6/2024	1,089.78
	9007193832	2403922	258894	3/6/2024	26.60
	9007193840	2403922	258894	3/6/2024	1,292.23
	9007193842	2403922	258894	3/6/2024	17.13
	9007193847	2403922	258894	3/6/2024	1,084.38
	9007193854	2403922	258894	3/6/2024	816.04
	9007193855	2403922	258894	3/6/2024	701.52
	9007194867	2403922	258894	3/6/2024	877.56
	2000980664	2403921	258894	3/6/2024	(22.44)
	9007142348	2403921	258894	3/6/2024	958.48
	9007161183	2403921	258894	3/6/2024	4,026.58
	9007161185	2403921	258894	3/6/2024	376.70
	9007161186	2403921	258894	3/6/2024	128.97
	9007168944	2403921	258894	3/6/2024	1,441.18
	9007168956	2403921	258894	3/6/2024	2,232.98
	9007168958	2403921	258894	3/6/2024	17.02
	9007168986	2403921	258894	3/6/2024	1,434.47
	9007169053	2403921	258894	3/6/2024	1,846.47
	9007169076	2403921	258894	3/6/2024	2,028.75
	9007169148	2403921	258894	3/6/2024	2,686.90
	9007169150	2403921	258894	3/6/2024	49.16
	9007169151	2403921	258894	3/6/2024	145.62
	9007169167	2403921	258894	3/6/2024	1,286.83
	2000976071	2403922	258894	3/6/2024	(19.56)
	2000976072	2403922	258894	3/6/2024	(8.06)
	9007096441	2403920	258894	3/6/2024	2,057.40
	9007096444	2403920	258894	3/6/2024	1,509.16
	9007097186	2403920	258894	3/6/2024	5,101.56
	9007097188	2403920	258894	3/6/2024	143.70
	9007097209	2403920	258894	3/6/2024	3,748.36
	9007097211	2403920	258894	3/6/2024	102.54
	9007060854	2403920	258894	3/6/2024	3,336.90
	9007060855	2403920	258894	3/6/2024	84.55
	9007082220	2403920	258894	3/6/2024	218.03
	9007082222	2403920	258894	3/6/2024	3,464.58
	9007028029	2403804	258839	2/28/2024	1,929.19
	9007028036	2403804	258839	2/28/2024	962.33
	9007028037	2403804	258839	2/28/2024	147.12
	9007033668	2403804	258839	2/28/2024	1,217.79
	9007033669	2403804	258839	2/28/2024	489.76
	9006981907	2403803	258839	2/28/2024	4,702.56
	9006981921	2403803	258839	2/28/2024	290.55
	9006981996	2403803	258839	2/28/2024	5,680.55
	9006982003	2403803	258839	2/28/2024	225.13
	9006982041	2403803	258839	2/28/2024	1,557.81
	9006982043	2403803	258839	2/28/2024	144.45
	9006982060	2403803	258839	2/28/2024	1,997.43
	9006982063	2403803	258839	2/28/2024	96.30
	9006982088	2403803	258839	2/28/2024	880.81
	9006982093	2403803	258839	2/28/2024	139.71
	9006982127	2403803	258839	2/28/2024	1,179.79
	9006982131	2403803	258839	2/28/2024	96.30
	9006982142	2403803	258839	2/28/2024	880.81
	9006982146	2403803	258839	2/28/2024	139.71
	9006982161	2403803	258839	2/28/2024	1,036.71

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Gordon Food Service, Inc	9006982168	2403803	258839	2/28/2024	730.27
Gordon Food Service, Inc	9006982171	2403803	258839	2/28/2024	1,938.96
Gordon Food Service, Inc	9006982178	2403803	258839	2/28/2024	1,888.59
Gordon Food Service, Inc	9006984978	2403803	258839	2/28/2024	905.76
Gordon Food Service, Inc	9006949282	2403802	258839	2/28/2024	884.07
Gordon Food Service, Inc	9006949283	2403802	258839	2/28/2024	96.30
Gordon Food Service, Inc	9006962496	2403802	258839	2/28/2024	5,144.09
Gordon Food Service, Inc	9006962501	2403802	258839	2/28/2024	66.21
Gordon Food Service, Inc	9006968973	2403802	258839	2/28/2024	1,247.39
Gordon Food Service, Inc	9006968974	2403802	258839	2/28/2024	96.30
Gordon Food Service, Inc	9006968981	2403802	258839	2/28/2024	1,674.16
Gordon Food Service, Inc	9006968984	2403802	258839	2/28/2024	144.45
Gordon Food Service, Inc	9006969007	2403802	258839	2/28/2024	1,339.04
Gordon Food Service, Inc	9006969009	2403802	258839	2/28/2024	96.30
Gordon Food Service, Inc	9006969019	2403802	258839	2/28/2024	1,223.74
Gordon Food Service, Inc	9006969021	2403802	258839	2/28/2024	48.15
Gordon Food Service, Inc	9006969083	2403802	258839	2/28/2024	1,234.38
Gordon Food Service, Inc	9006969089	2403802	258839	2/28/2024	96.30
Gordon Food Service, Inc	9006969193	2403802	258839	2/28/2024	7,080.63
Gordon Food Service, Inc	9006969215	2403802	258839	2/28/2024	1,380.91
Gordon Food Service, Inc	9006969217	2403802	258839	2/28/2024	96.30
Gordon Food Service, Inc	9006606673	2403538	258839	2/28/2024	4,386.58
Gordon Food Service, Inc	2000955425	2403802	258839	2/28/2024	(50.40)
Gordon Food Service, Inc	2000955521	2403802	258839	2/28/2024	(17.51)
Gordon Food Service, Inc	2000954851	2403803	258839	2/28/2024	(2.79)
Gordon Food Service, Inc	2000955205	2403803	258839	2/28/2024	(4.59)
Gordon Food Service, Inc	2000955745	2403803	258839	2/28/2024	(3.91)
Gordon Food Service, Inc	2000955751	2403803	258839	2/28/2024	(46.20)
Gordon Food Service, Inc	9006743856	2403610	258839	2/28/2024	190.25
Gordon Food Service, Inc	9006854392	2403633	258839	2/28/2024	105.24
Gordon Food Service, Inc	9006854409	2403633	258839	2/28/2024	2,427.74
Gordon Food Service, Inc	9006854442	2403633	258839	2/28/2024	781.64
Gordon Food Service, Inc	9006860936	2403633	258839	2/28/2024	3,183.32
Gordon Food Service, Inc	9006860939	2403633	258839	2/28/2024	78.78
Gordon Food Service, Inc	2000947344	2403633	258839	2/28/2024	(36.75)
Gordon Food Service, Inc	2000947345	2403633	258839	2/28/2024	(22.62)
Gordon Food Service, Inc	2000948201	2403802	258839	2/28/2024	(11.10)
Gordon Food Service, Inc	2000947612	2403803	258839	2/28/2024	(3.96)
Gordon Food Service, Inc	2000948499	2403803	258839	2/28/2024	(3.76)
Gordon Food Service, Inc	2000947474	2403920	258894	3/6/2024	(191.60)
Gordon Food Service, Inc	2000947475	2403920	258894	3/6/2024	(191.60)
Gordon Food Service, Inc	2000947996	2403922	258894	3/6/2024	(6.95)
Gordon Food Service, Inc	9006809812	2403632	258839	2/28/2024	3,582.62
Gordon Food Service, Inc	9006809875	2403632	258839	2/28/2024	3,645.94
Gordon Food Service, Inc	9006809882	2403632	258839	2/28/2024	1,087.29
Gordon Food Service, Inc	9006809888	2403632	258839	2/28/2024	1,575.91
Gordon Food Service, Inc	9006809904	2403632	258839	2/28/2024	788.40
Gordon Food Service, Inc	9006809905	2403632	258839	2/28/2024	89.10
Gordon Food Service, Inc	9006809935	2403632	258839	2/28/2024	728.07
Gordon Food Service, Inc	9006809937	2403632	258839	2/28/2024	51.20
Gordon Food Service, Inc	9006809938	2403632	258839	2/28/2024	37.68
Gordon Food Service, Inc	9006809950	2403632	258839	2/28/2024	990.62
Gordon Food Service, Inc	9006809955	2403632	258839	2/28/2024	15.30
Gordon Food Service, Inc	9006809957	2403632	258839	2/28/2024	587.78
Gordon Food Service, Inc	9006809959	2403632	258839	2/28/2024	336.03
Gordon Food Service, Inc	9006809964	2403632	258839	2/28/2024	184.04
Gordon Food Service, Inc	9006811850	2403632	258839	2/28/2024	676.60
Gordon Food Service, Inc	2000941078	2403920	258894	3/6/2024	(89.10)
Gordon Food Service, Inc	2000941137	2403920	258894	3/6/2024	(43.11)

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Gordon Food Service, Inc	9006677040	2403540	258839	2/28/2024	1,848.15
Gordon Food Service, Inc	9006677041	2403540	258839	2/28/2024	126.30
Gordon Food Service, Inc	9006677058	2403540	258839	2/28/2024	1,018.06
Gordon Food Service, Inc	9006677059	2403540	258839	2/28/2024	58.10
Gordon Food Service, Inc	9006683117	2403540	258839	2/28/2024	1,897.29
Gordon Food Service, Inc	9006628111	2403539	258839	2/28/2024	4,214.33
Gordon Food Service, Inc	9006628114	2403539	258839	2/28/2024	98.24
Gordon Food Service, Inc	9006628150	2403539	258839	2/28/2024	4,541.34
Gordon Food Service, Inc	9006628156	2403539	258839	2/28/2024	98.24
Gordon Food Service, Inc	9006628165	2403539	258839	2/28/2024	1,109.82
Gordon Food Service, Inc	9006628184	2403539	258839	2/28/2024	1,532.65
Gordon Food Service, Inc	9006628185	2403539	258839	2/28/2024	47.90
Gordon Food Service, Inc	9006628195	2403539	258839	2/28/2024	946.89
Gordon Food Service, Inc	9006628197	2403539	258839	2/28/2024	57.48
Gordon Food Service, Inc	9006628209	2403539	258839	2/28/2024	815.10
Gordon Food Service, Inc	9006628221	2403539	258839	2/28/2024	946.69
Gordon Food Service, Inc	9006628223	2403539	258839	2/28/2024	16.14
Gordon Food Service, Inc	9006628226	2403539	258839	2/28/2024	853.40
Gordon Food Service, Inc	9006628227	2403539	258839	2/28/2024	38.68
Gordon Food Service, Inc	9006628233	2403539	258839	2/28/2024	1,417.74
Gordon Food Service, Inc	9006628235	2403539	258839	2/28/2024	355.81
Gordon Food Service, Inc	9006628236	2403539	258839	2/28/2024	142.41
Gordon Food Service, Inc	9006629376	2403539	258839	2/28/2024	600.44
Gordon Food Service, Inc	9006629378	2403539	258839	2/28/2024	28.74
Gordon Food Service, Inc	9006629379	2403539	258839	2/28/2024	15.26
Gordon Food Service, Inc	2000928795	2403540	258839	2/28/2024	(87.10)
Gordon Food Service, Inc	9006592963	2403538	258839	2/28/2024	150.96
Gordon Food Service, Inc	9006592965	2403538	258839	2/28/2024	927.82
Gordon Food Service, Inc	9006606675	2403538	258839	2/28/2024	147.36
Gordon Food Service, Inc	9006606678	2403538	258839	2/28/2024	191.60
Gordon Food Service, Inc	9006611942	2403538	258839	2/28/2024	292.92
Gordon Food Service, Inc	9006611946	2403538	258839	2/28/2024	953.69
Gordon Food Service, Inc	9006611967	2403538	258839	2/28/2024	1,656.48
Gordon Food Service, Inc	9006611969	2403538	258839	2/28/2024	93.47
Gordon Food Service, Inc	9006611990	2403538	258839	2/28/2024	226.44
Gordon Food Service, Inc	9006611991	2403538	258839	2/28/2024	775.44
Gordon Food Service, Inc	9006611994	2403538	258839	2/28/2024	913.62
Gordon Food Service, Inc	9006612033	2403538	258839	2/28/2024	377.40
Gordon Food Service, Inc	9006612043	2403538	258839	2/28/2024	1,052.67
Gordon Food Service, Inc	9006612101	2403538	258839	2/28/2024	189.86
Gordon Food Service, Inc	9006612104	2403538	258839	2/28/2024	1,223.52
Gordon Food Service, Inc	9006612193	2403538	258839	2/28/2024	3,535.48
Gordon Food Service, Inc	9006612195	2403538	258839	2/28/2024	901.46
Gordon Food Service, Inc	9006612196	2403538	258839	2/28/2024	11.12
Gordon Food Service, Inc	9006612224	2403538	258839	2/28/2024	1,057.57
Gordon Food Service, Inc	2000922742	2403538	258839	2/28/2024	(6.95)
Gordon Food Service, Inc	2000922743	2403538	258839	2/28/2024	(6.95)
Gordon Food Service, Inc	2000923717	2403538	258839	2/28/2024	(5.59)
Gordon Food Service, Inc	2000923474	2403539	258839	2/28/2024	(20.91)
Gordon Food Service, Inc	2000924035	2403539	258839	2/28/2024	(25.28)
Gordon Food Service, Inc	2000922592	2403540	258839	2/28/2024	(5.52)
Gordon Food Service, Inc	2000914207	2403538	258839	2/28/2024	(12.86)
Gordon Food Service, Inc	2000901031	2403539	258839	2/28/2024	(50.40)
Gordon Food Service, Inc	18729619	2403633	258894	3/6/2024	(2,505.70)
Gordon Food Service, Inc	131946	2403632	258894	3/6/2024	(174.03)
Gordon Food Service, Inc	131952	2403632	258894	3/6/2024	(36.26)
Gordon Food Service, Inc	132207	2403632	258894	3/6/2024	(47.61)
Gordon Food Service, Inc	132208	2403632	258894	3/6/2024	(33.19)
Gordon Food Service, Inc	137232	2403632	258894	3/6/2024	(870.18)

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Gordon Food Service, Inc	137233	2403632	258894	3/6/2024	(841.76)
	140307	2403632	258894	3/6/2024	(47.86)
	141096	2403632	258894	3/6/2024	(168.35)
	141104	2403632	258894	3/6/2024	(54.56)
	141105	2403632	258894	3/6/2024	(69.88)
	141107	2403632	258894	3/6/2024	(56.75)
	143646	2403632	258894	3/6/2024	(272.81)
	143647	2403632	258894	3/6/2024	(349.41)
	143649	2403632	258894	3/6/2024	(238.04)
	143650	2403632	258894	3/6/2024	(283.74)
	143651	2403632	258894	3/6/2024	(165.99)
	143654	2403632	258894	3/6/2024	(239.30)
	143657	2403632	258894	3/6/2024	(181.33)
Gordon Food Service, Inc Total					171,311.53
Gotschall, Heather L	Banquet stuff	(blank)	48243	3/7/2024	90.14
Gotschall, Heather L Total					90.14
Greater Illinois Nsda	V959533	2403638	258907	3/6/2024	115.00
Greater Illinois Nsda Total					115.00
Grimsley, James A.	V38412377	(blank)	25074	2/22/2024	80.00
Grimsley, James A. Total					80.00
Gruenloh, Amber C.	V51116782	(blank)	15397	2/27/2024	50.00
	V63920946	(blank)	15400	2/27/2024	100.00
	V79976277	(blank)	15402	2/27/2024	50.00
Gruenloh, Amber C. Total					200.00
Hackman, Kelly	Food for field work	(blank)	48219	2/28/2024	89.03
Hackman, Kelly Total					89.03
Hadfield, Jennifer N	MILES202402	(blank)	258917	3/6/2024	33.63
Hadfield, Jennifer N Total					33.63
Hafermann, Eduard P	Waitress Tip	(blank)	47722	2/29/2024	63.29
Hafermann, Eduard P Total					63.29
Hafermann, Tera L	IMC supplies Feb	(blank)	47723	2/29/2024	88.31
Hafermann, Tera L Total					88.31
Hakes, Kylie C	V77241461	(blank)	6382	3/7/2024	84.87
Hakes, Kylie C Total					84.87
Hamler, Jennifer	BSU Food	(blank)	47742	3/7/2024	107.42
Hamler, Jennifer Total					107.42
Hansen, Courtney Laura	Walmart reimbursemen	2403768	258840	2/28/2024	163.62
Hansen, Courtney Laura Total					163.62
Harr, Matthew	V21630584	(blank)	6383	3/7/2024	182.10
Harr, Matthew Total					182.10
Harris, Robert A	V80587518	(blank)	6778	3/18/2024	83.88
Harris, Robert A Total					83.88
Hassel, Steve	Diabetes Educ	2403766	258841	2/28/2024	45.00
Hassel, Steve Total					45.00

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Hasty Awards	2240305	(blank)	47733	3/5/2024	488.20
	2240298	(blank)	47724	2/29/2024	328.31
	Order 01242871	(blank)	47707	2/23/2024	481.57
Hasty Awards Total					1,298.08
Hawkins, Christopher	Nozzle	(blank)	47708	2/23/2024	79.13
	Hotel	(blank)	47770	3/14/2024	208.18
Hawkins, Christopher Total					287.31
Hawkins, Inc.	6685865	2403729	258842	2/28/2024	2,411.73
	6685866	2403729	258842	2/28/2024	2,164.71
Hawkins, Inc. Total					4,576.44
Hays, Caitlin D	FFA Week Supplies	(blank)	47734	3/5/2024	35.96
	FFA Week	(blank)	47725	2/29/2024	34.93
	FFA and Greenhouse	(blank)	47709	2/23/2024	66.64
Hays, Caitlin D Total					137.53
Haywood, Elizabeth Sue	Supplies	(blank)	47771	3/14/2024	32.25
Haywood, Elizabeth Sue Total					32.25
Heinemann	Proposal 02/26/24	2403781	258908	3/6/2024	551.93
	20283265	2403635	258895	3/6/2024	720.00
Heinemann Total					1,271.93
Henrichsmeyer, Krista Ann	MILES202402	(blank)	258918	3/6/2024	50.99
Henrichsmeyer, Krista Ann Total					50.99
Heritage Machine & Welding Inc	50858	2403728	258843	2/28/2024	2,570.16
Heritage Machine & Welding Inc Total					2,570.16
Herren, Kelly Lynn	MILES202311	(blank)	258777	2/28/2024	74.93
	MILES202312	(blank)	258777	2/28/2024	63.40
Herren, Kelly Lynn Total					138.33
Highland, Abby Elizabeth	V89758540	(blank)	15407	3/5/2024	10.00
Highland, Abby Elizabeth Total					10.00
Hinshaw, Rachel M	V33843664	(blank)	25094	3/18/2024	45.68
	V79951801	(blank)	25094	3/18/2024	162.01
	V27953153	(blank)	25087	3/7/2024	29.94
Hinshaw, Rachel M Total					237.63
Hoerr, Thomas Dean Iii	V866227	(blank)	258919	3/6/2024	155.31
Hoerr, Thomas Dean Iii Total					155.31
Hohulin Bro Fence Co,Ltd	23430TH	2403697	258844	2/28/2024	5,500.00
	23426TH	2403697	258844	2/28/2024	1,280.97
Hohulin Bro Fence Co,Ltd Total					6,780.97
Holland, Anita	V56463721	(blank)	15417	3/12/2024	40.00
	Walmart reimburse	2403764	258896	3/6/2024	28.73
	V71982771	(blank)	15404	2/28/2024	100.00
	Kroger Reimbursement	2403828	258896	3/6/2024	11.97
Holland, Anita Total					180.70
Holley, Tyra Michael	Clothing reimburse	2403794	258897	3/6/2024	152.25
Holley, Tyra Michael Total					152.25

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Hospital Purchasing Service	122164	2403654	258845	2/28/2024	1,455.85
Hospital Purchasing Service Total					1,455.85
Hutson, Cally L	MILES202310	(blank)	258778	2/28/2024	172.92
	MILES202311	(blank)	258778	2/28/2024	148.16
	MILES202312	(blank)	258778	2/28/2024	131.59
Hutson, Cally L Total					452.67
IESA Illinois Elementary School Asn	V31399496	(blank)	15425	3/14/2024	2,000.00
	V67367014	(blank)	15421	3/13/2024	933.30
IESA Illinois Elementary School Asn Total					2,933.30
Illinois Fbla	58697	(blank)	48205	2/23/2024	8,505.00
Illinois Fbla Total					8,505.00
Illinois High School Association	G Bball Sectional	(blank)	47735	3/5/2024	1,235.40
	Boys Bball Reg Gate	(blank)	48220	2/28/2024	3,423.30
	Boys Bball Stream	(blank)	48220	2/28/2024	375.00
Illinois High School Association Total					5,033.70
Illinois Hs Football Coaches Assoc.	FB Clinic	(blank)	47772	3/14/2024	200.00
Illinois Hs Football Coaches Assoc. Total					200.00
Illinois Portable Toilets	V36554142	(blank)	20796	3/18/2024	430.00
Illinois Portable Toilets Total					430.00
Illinois Shakespeare Festival	Bard in a Box	(blank)	48221	2/28/2024	100.00
Illinois Shakespeare Festival Total					100.00
Illinois Wesleyan University 1	Presser Hall	(blank)	47743	3/7/2024	269.00
Illinois Wesleyan University 1 Total					269.00
Illinois Worker'S Compensation Comm	RAF/SIF 2023-2	2403838	258909	3/6/2024	967.01
Illinois Worker'S Compensation Comm Total					967.01
Infinite Campus	V60559272	(blank)	0	3/11/2024	664.97
	V94849045	(blank)	0	3/8/2024	643.73
	V81025253	(blank)	0	3/7/2024	313.28
	V58539430	(blank)	0	3/6/2024	1,708.17
	V28340972	(blank)	0	3/4/2024	1,561.20
	V79093	(blank)	0	2/29/2024	423.09
	V93718475	(blank)	0	2/28/2024	1,396.43
	V51551976	(blank)	0	2/26/2024	465.63
	V26629243	(blank)	0	2/23/2024	178.79
	V46256563	(blank)	0	2/22/2024	1,632.31
Infinite Campus Total					8,987.60
Interstate Billing Serv, Inc	3036117847	2403797	258898	3/6/2024	41.90
Interstate Billing Serv, Inc Total					41.90
Inter-State Studio	V76730875	(blank)	2785	3/18/2024	461.50
Inter-State Studio Total					461.50
Iron Mountain	JGMV84	2403801	258899	3/6/2024	4,991.61
Iron Mountain Total					4,991.61
ISU Event Management	E16811	(blank)	48273	3/15/2024	355.25
ISU Event Management Total					355.25

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Jaynes, Logan Christopher	V79906561	(blank)	6392	3/19/2024	385.00
Jaynes, Logan Christopher Total					385.00
Jerome, Ruth H	V82139727	(blank)	6771	3/6/2024	600.00
	V32141174	(blank)	6764	2/27/2024	28.69
Jerome, Ruth H Total					628.69
Jes & Sons 2-Way, Llc	92036	2403621	258900	3/6/2024	2,400.00
Jes & Sons 2-Way, Llc Total					2,400.00
Johnson Controls Fire Protection Lp	51614514	2403698	258846	2/28/2024	949.81
Johnson Controls Fire Protection Lp Total					949.81
Johnstone Supply	7004628	2403726	258847	2/28/2024	63.72
	7004536	2403726	258847	2/28/2024	669.40
	7004599	2403726	258847	2/28/2024	24.04
Johnstone Supply Total					757.16
Jones, Anthony	DJ Service 2/23/24	(blank)	48206	2/23/2024	150.00
Jones, Anthony Total					150.00
Jones, Sandra J	V19576768	(blank)	2859	2/29/2024	48.36
Jones, Sandra J Total					48.36
Jostens, Inc	33079073	2403734	258848	2/28/2024	90.70
	33059810	2403734	258848	2/28/2024	2,454.95
	33062867	2403771	258848	2/28/2024	3,087.45
	32969335	2403637	258901	3/6/2024	83.75
Jostens, Inc Total					5,716.85
Kagy, Tara M	V87661967	(blank)	9504	3/12/2024	25.00
Kagy, Tara M Total					25.00
Karr, Natalie Ann	MILES202402	(blank)	258920	3/6/2024	30.62
Karr, Natalie Ann Total					30.62
Kaufman, Trevor Allen	State Hotel	(blank)	48222	2/28/2024	524.08
	V490657	(blank)	126995	2/23/2024	1,290.00
Kaufman, Trevor Allen Total					1,814.08
Keag, Sara E	Freshmen PBIS	(blank)	47755	3/11/2024	59.28
	Sams Order	(blank)	47736	3/5/2024	38.16
Keag, Sara E Total					97.44
Kearfott, Nicolas	MILES202402	(blank)	258921	3/6/2024	325.89
	GC, Donuts, State	(blank)	48274	3/15/2024	489.02
	State Bball tickets	(blank)	48260	3/13/2024	4,527.00
	Super Sect tickets	(blank)	48244	3/7/2024	290.00
	I-club reimb	(blank)	48223	2/28/2024	50.40
	IHSA Boys Reg Hosp	(blank)	48223	2/28/2024	524.35
	Athletic Event	(blank)	48207	2/23/2024	10.99
Kearfott, Nicolas Total					6,217.65
Kearfott, Stephanie	Reimbursement	2403858	258902	3/6/2024	100.00
Kearfott, Stephanie Total					100.00
Keiser, Stacy Lyn Barron	NILES202402	(blank)	258922	3/6/2024	22.78
Keiser, Stacy Lyn Barron Total					22.78

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Kennell, Sharon	MILES202312	(blank)	258923	3/6/2024	58.56
Kennell, Sharon Total					58.56
King, Donald G.	V34572303	(blank)	20797	3/18/2024	200.00
King, Donald G. Total					200.00
Kings III Emergency Communications	2658269	2403809	258903	3/6/2024	1,647.00
	2661636	2403839	258903	3/6/2024	199.27
Kings III Emergency Communications Total					1,846.27
Kintner, Jared Michael	V33398782	(blank)	22321	3/7/2024	25.00
Kintner, Jared Michael Total					25.00
Kirby Risk Corporation	S210171642.001	2403724	258849	2/28/2024	604.80
Kirby Risk Corporation Total					604.80
Klokkenga, Kathryn Elizabeth	Walmart reimbursemen	2403888	258904	3/6/2024	90.94
Klokkenga, Kathryn Elizabeth Total					90.94
Kmetz, Julie	V55371054	(blank)	2861	3/4/2024	8.97
	V52140092	(blank)	2857	2/28/2024	8.97
Kmetz, Julie Total					17.94
Knapp, Randall	V17231730	(blank)	20798	3/18/2024	82.00
Knapp, Randall Total					82.00
Koenig Body & Equipment	95360	2403725	258850	2/28/2024	1,055.27
Koenig Body & Equipment Total					1,055.27
Kraft, Mackenzie	IBE Contest refund	(blank)	48245	3/7/2024	100.00
Kraft, Mackenzie Total					100.00
Kraus, Elizabeth A	Reimbursements	2403887	258905	3/6/2024	53.23
Kraus, Elizabeth A Total					53.23
Kroesch, Jeffrey S	MILES202402	(blank)	258924	3/6/2024	5.43
Kroesch, Jeffrey S Total					5.43
Krut, Elizabeth Joy	V62501359	(blank)	2648	2/28/2024	20.99
Krut, Elizabeth Joy Total					20.99
Kummer, Melissa Brianne	MILES202312	(blank)	258779	2/28/2024	12.31
	MILES202402	(blank)	258925	3/6/2024	96.01
Kummer, Melissa Brianne Total					108.32
Kupferschmid, Hannah I	MILES202402	(blank)	258780	2/28/2024	37.79
Kupferschmid, Hannah I Total					37.79
Lake-Cook Distributor Inc	20240199	(blank)	22312	3/1/2024	189.34
	20240198	2403776	258926	3/6/2024	87.60
Lake-Cook Distributor Inc Total					276.94
Large Unit Dist Assoc (Luda)	1738	2403782	258927	3/6/2024	1,585.00
Large Unit Dist Assoc (Luda) Total					1,585.00
Larson, Dennis J	V23813289	(blank)	15426	3/14/2024	120.00
Larson, Dennis J Total					120.00
Lawent, Jessica L	V79441050	(blank)	22322	3/7/2024	13.99

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Lawent, Jessica L Total					13.99
Lawler, Patrick D	Amtrak Tickets 3/24	(blank)	48275	3/15/2024	324.00
Lawler, Patrick D Total					324.00
Lawson, Laura	V11071674	(blank)	25084	3/7/2024	403.08
Lawson, Laura Total					403.08
Learned, Nicole Rae	V85160329	(blank)	5517	2/28/2024	108.18
Learned, Nicole Rae Total					108.18
Learnwell	INV177029	2403710	258928	3/6/2024	78.80
	INV177031	2403712	258781	2/28/2024	157.61
	INV177030	2403713	258928	3/6/2024	315.22
	INV173011	2403644	258928	3/6/2024	315.22
Learnwell Total					866.85
Lehr, David M	V861303	2403812	258929	3/6/2024	92.94
	V15918	2403813	258929	3/6/2024	838.38
	State Wrestling	(blank)	47726	2/29/2024	200.00
Lehr, David M Total					1,131.32
Lehr, Margaret Ambrose Legates	V12066	2403754	258782	2/28/2024	64.19
Lehr, Margaret Ambrose Legates Total					64.19
Leroy High School	V62495427	(blank)	6760	2/23/2024	200.00
	V57664072	(blank)	22309	2/23/2024	200.00
Leroy High School Total					400.00
Letterle, Chad	Workout Snack 2/24	(blank)	48224	2/28/2024	74.90
Letterle, Chad Total					74.90
Lewis, Stanley J	Rental Car	(blank)	47782	3/19/2024	289.28
Lewis, Stanley J Total					289.28
Lincoln Prairie Behavioral Health C	2021-19533	2403708	258783	2/28/2024	300.00
	2021-19513	2403711	258783	2/28/2024	200.00
	2021-19489	2403649	258783	2/28/2024	250.00
Lincoln Prairie Behavioral Health C Total					750.00
Lineupcards.Com		23461 (blank)	47773	3/14/2024	109.00
Lineupcards.Com Total					109.00
Love, Mackenzie	MILES202402	(blank)	258930	3/6/2024	70.55
Love, Mackenzie Total					70.55
Ludwig, Dennis	G Track Official 1	(blank)	47744	3/7/2024	250.00
	Track Official 2	(blank)	47710	2/23/2024	275.00
Ludwig, Dennis Total					525.00
Lueling, Elizabeth A	V53954150	(blank)	6393	3/19/2024	191.04
Lueling, Elizabeth A Total					191.04
Lueschen, Heather Lynn	Best Buddies	(blank)	47718	2/26/2024	21.96
Lueschen, Heather Lynn Total					21.96
Luna, Dennis	DJ 02/17/24	(blank)	48208	2/23/2024	400.00
Luna, Dennis Total					400.00

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Marcus Theatres	V2109829	(blank)	25095	3/19/2024	1,148.00
Marcus Theatres Total					1,148.00
Marry, Cassandra	V79932415	(blank)	15408	3/5/2024	20.00
Marry, Cassandra Total					20.00
Martin Boyd, Kimberly N	V74462945	(blank)	6779	3/18/2024	137.44
Martin Boyd, Kimberly N Total					137.44
Martin One Source	V59489433	(blank)	22329	3/15/2024	321.00
Martin One Source Total					321.00
Martin, Jasmine	Senior Night	(blank)	48225	2/28/2024	244.64
Martin, Jasmine Total					244.64
Martin, Kimberly A	V56641583	(blank)	15427	3/14/2024	-
Martin, Kimberly A Total					-
Mathis-Kelley Const Supply Co		164319 2403720	258784	2/28/2024	77.08
Mathis-Kelley Const Supply Co Total					77.08
Mc Master-Carr Supply Co		21975914 2403722	258785	2/28/2024	772.65
Mc Master-Carr Supply Co Total					772.65
Mclean Co Unit Dist No 5	V777828	(blank)	5063	3/8/2024	54.00
	V83209731	(blank)	6384	3/7/2024	27.00
	V54206328	(blank)	5519	3/4/2024	27.00
	V9446428	(blank)	2855	2/28/2024	36.00
	V679195	(blank)	0	3/7/2024	396.26
	V17535197	(blank)	0	2/29/2024	114.74
	V5258475	(blank)	15409	3/5/2024	-
Mclean Co Unit Dist No 5 Total					655.00
Mclean Co Unit Dist No 5 - Food Service	V50461772	(blank)	2649	2/28/2024	279.00
	WA0214	(blank)	22313	3/1/2024	575.00
	V59649611	(blank)	22310	2/23/2024	-
	V90920468	(blank)	22310	2/23/2024	-
Mclean Co Unit Dist No 5 - Food Service Total					854.00
Mclean County Asphalt Co, Inc		75570 2403721	258786	2/28/2024	248.04
Mclean County Asphalt Co, Inc Total					248.04
Mcloed, Emily	V52820857	(blank)	25080	3/1/2024	21.05
Mcloed, Emily Total					21.05
Mcmanaman, Sylvie	V423288	2403144	258931	3/6/2024	10.32
Mcmanaman, Sylvie Total					10.32
Megli, Leah Colleen	V16577975	(blank)	15413	3/8/2024	87.50
Megli, Leah Colleen Total					87.50
Menards Lumber		29638 (blank)	48261	3/13/2024	39.94
		28168 (blank)	47745	3/7/2024	614.35
		27444 2403755	258787	2/28/2024	499.12
		93100 2403760	258787	2/28/2024	231.84
Menards Lumber Total					1,385.25
Mercado, Megan	V18077426	(blank)	22330	3/15/2024	38.48
Mercado, Megan Total					38.48

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Merrill, Christopher P	V45235167	(blank)	15428	3/14/2024	423.77	
Merrill, Christopher P Total					423.77	
Messina, Christopher	FB Workout Gatorade	(blank)	48246	3/7/2024	107.28	
Messina, Christopher Total					107.28	
Metsker, Catherine Jane	G Track Official 2	(blank)	47746	3/7/2024	200.00	
	Track Official 1	(blank)	47711	2/23/2024	275.00	
Metsker, Catherine Jane Total					475.00	
Meyer, Damon	MILES202402	(blank)	258853	3/6/2024	94.47	
Meyer, Damon Total					94.47	
Midamerican Energy		12010640	2400002	258788	2/28/2024	58,719.80
Midamerican Energy Total					58,719.80	
Midwest Construction Rentals	198783-1	2403718	258789	2/28/2024	825.55	
Midwest Construction Rentals Total					825.55	
Mier, Angela M	V588739	2403757	258790	2/28/2024	115.68	
Mier, Angela M Total					115.68	
Miles, Lucas	MILES202402	(blank)	258791	2/28/2024	5.70	
Miles, Lucas Total					5.70	
Miller Janitor Supply Co.		113261	2403849	258932	3/6/2024	10,264.00
Miller Janitor Supply Co. Total					10,264.00	
Miller, Hall & Triggs Law Offices		238	2403740	258792	2/28/2024	2,255.00
Miller, Hall & Triggs Law Offices Total					2,255.00	
Miller, Paul Thomas	V273388	2403692	258933	3/6/2024	337.54	
Miller, Paul Thomas Total					337.54	
Modglin, Margaret Kathleen	IHSA 2/9-2/10	(blank)	258793	2/28/2024	868.31	
Modglin, Margaret Kathleen Total					868.31	
Mook, Stephanie Kay	V64823142	(blank)	4149	3/13/2024	8.00	
Mook, Stephanie Kay Total					8.00	
Motion Industries, Inc	IL66-01028615	2403723	258794	2/28/2024	49.37	
	IL66-01028636	2403723	258794	2/28/2024	75.32	
Motion Industries, Inc Total					124.69	
Music Theatre International	01090382 Feb Pymnt	(blank)	47727	2/29/2024	1,680.81	
Music Theatre International Total					1,680.81	
Musslewhite, Kylie E	V66744244	(blank)	6385	3/7/2024	50.00	
Musslewhite, Kylie E Total					50.00	
National Ffa Organization	MDS321827	(blank)	47783	3/19/2024	538.60	
National Ffa Organization Total					538.60	
NCHS Alumni Foundation NFP	Concessions	(blank)	48276	3/15/2024	297.41	
NCHS Alumni Foundation NFP Total					297.41	
Nguyen, Thai	V595653	(blank)	5175	3/19/2024	100.00	
Nguyen, Thai Total					100.00	

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Nicor Gas	V808424	2400005	258854	3/6/2024	269.25
	V720445	2400005	258854	3/6/2024	998.82
	V848629	2400005	258854	3/6/2024	959.37
Nicor Gas Total					2,227.44
Nika, Maura Jane	Accompany	(blank)	47756	3/11/2024	180.00
Nika, Maura Jane Total					180.00
Normal Community High School	V71845993	(blank)	5520	3/11/2024	40.00
Normal Community High School Total					40.00
Normalite Newspaper	UNITSRENEWAL	2403851	258934	3/6/2024	30.00
Normalite Newspaper Total					30.00
Norton, Andrea Nicole	V91915478	(blank)	6386	3/7/2024	1,589.56
Norton, Andrea Nicole Total					1,589.56
Norton, Jeff	G Track Official 3	(blank)	47747	3/7/2024	450.00
Norton, Jeff Total					450.00
Nunez, Cesar R	V194240	(blank)	5167	2/26/2024	1,700.00
Nunez, Cesar R Total					1,700.00
Nybakke Vacuum Shop, Inc	012924-1	2403795	258935	3/6/2024	389.97
Nybakke Vacuum Shop, Inc Total					389.97
Office Depot	Sr Banners	(blank)	47774	3/14/2024	270.86
Office Depot Total					270.86
O'Grady, Erin A	Caseys 1241782	(blank)	1434	3/7/2024	67.96
O'Grady, Erin A Total					67.96
Ort, Robert	V39440	(blank)	126997	2/26/2024	375.00
	V19538294	(blank)	20793	2/27/2024	375.00
Ort, Robert Total					750.00
Ostling, Ellie	V60459287	(blank)	22314	3/1/2024	50.00
Ostling, Ellie Total					50.00
Palmer, Elisa L	V17791689	(blank)	15429	3/14/2024	49.88
	V61099453	(blank)	15429	3/14/2024	156.18
Palmer, Elisa L Total					206.06
Papa John'S Pizza	V46727895	(blank)	4147	3/11/2024	(86.90)
Papa John'S Pizza Total					(86.90)
Papa John'S Pizza 1	V68704238	(blank)	4148	3/11/2024	97.00
	V46727895	(blank)	4147	3/11/2024	86.90
Papa John'S Pizza 1 Total					183.90
Parkland College	JV Summer Tourney	(blank)	47728	2/29/2024	195.00
Parkland College Total					195.00
Parkside Junior High School	V17556462	(blank)	22331	3/15/2024	300.00
	V73472916	(blank)	22323	3/7/2024	200.00
Parkside Junior High School Total					500.00
Parts Town, Llc	2101620101	2403717	258795	2/28/2024	2,421.00

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Parts Town, Llc Total					2,421.00
Pasewald, Heather N S	MILES202402	(blank)	258936	3/6/2024	15.48
Pasewald, Heather N S Total					15.48
Pate, McKinley	V89930632	(blank)	22315	3/1/2024	50.00
Pate, McKinley Total					50.00
Pendleton, Tara D	MSD balloons	(blank)	48234	3/1/2024	380.00
	FBLA 2/2024	(blank)	48209	2/23/2024	317.25
Pendleton, Tara D Total					697.25
Peoria Area Soccer Officials Association	V3498670	(blank)	20799	3/18/2024	175.00
Peoria Area Soccer Officials Association Total					175.00
Peoria Civic Center	NCWHSDebate	2403639	258910	3/6/2024	20.00
Peoria Civic Center Total					20.00
Pepper Ridge Elementary School	V2020436	(blank)	5518	3/4/2024	200.00
Pepper Ridge Elementary School Total					200.00
Pepsi Cola General Bot, Inc	V46148093	(blank)	25096	3/19/2024	320.05
	V57840731	(blank)	25076	3/1/2024	685.96
	8665853	2403806	258796	2/28/2024	4,113.46
	30023706	2403634	258796	2/28/2024	277.00
	35244151	2403634	258796	2/28/2024	2,435.70
Pepsi Cola General Bot, Inc Total					7,832.17
Perez, Janette Milagros	MILES202401	(blank)	258937	3/6/2024	23.58
Perez, Janette Milagros Total					23.58
Pet Central Helps	V11649861	(blank)	6780	3/18/2024	825.00
Pet Central Helps Total					825.00
Petree, Alyssa K	V840221	2403784	258938	3/6/2024	21.00
Petree, Alyssa K Total					21.00
Phillips, Shanna	V33254866	(blank)	6774	3/16/2024	137.24
	V67830420	(blank)	6772	3/6/2024	31.96
	V6127332	(blank)	6761	2/26/2024	116.87
	V50429188	(blank)	6759	2/22/2024	169.66
Phillips, Shanna Total					455.73
Pioneer Drama Service	V59456132	(blank)	25078	3/1/2024	945.25
Pioneer Drama Service Total					945.25
Pioneer Valley Books	Q207698	2403643	258797	2/28/2024	2,062.80
Pioneer Valley Books Total					2,062.80
Plattner, Heather Paullin	MILES202402	(blank)	258939	3/6/2024	146.33
Plattner, Heather Paullin Total					146.33
Postmaster	NOTE02142024	2403582	258851	2/29/2024	266.00
Postmaster Total					266.00
Prairie Cities Soccer League, Inc.		2 (blank)	47777	3/18/2024	100.00
Prairie Cities Soccer League, Inc. Total					100.00
Presley, Deborah L	MILES202402	(blank)	258940	3/6/2024	17.82

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Presley, Deborah L Total					17.82
Principal Life Insurance-Sbd Grand	STMT02152023	2403811	258855	3/6/2024	5,040.17
Principal Life Insurance-Sbd Grand Total					5,040.17
Professional Electric Motor Repair	74288	2403716	258798	2/28/2024	37.22
Professional Electric Motor Repair Total					37.22
Pummill, Melissa E	Class Store Supply	(blank)	48262	3/13/2024	92.27
	Class store Stockup	(blank)	48226	2/28/2024	357.58
Pummill, Melissa E Total					449.85
Puritan Springs	Feb Statement	(blank)	47757	3/11/2024	620.76
	V744991	(blank)	5171	3/7/2024	77.62
	IMC Water	(blank)	47737	3/5/2024	35.10
Puritan Springs Total					733.48
Quadient Finance Usa, Inc.	STMT02182024	2403789	258856	3/6/2024	1,575.00
Quadient Finance Usa, Inc. Total					1,575.00
Quakenbush, Maxine J	V74629046	(blank)	15418	3/12/2024	77.68
Quakenbush, Maxine J Total					77.68
Quattro, Tracy Jean	V41281712	(blank)	6203	3/18/2024	113.18
Quattro, Tracy Jean Total					113.18
Quill Corporation	36178116	(blank)	48210	2/23/2024	39.56
	37177642	2403826	258941	3/6/2024	719.72
Quill Corporation Total					759.28
Raglan, Melissa N	V33132349	(blank)	2650	2/28/2024	5.99
Raglan, Melissa N Total					5.99
Read'S Sporting Goods	4274	(blank)	48263	3/13/2024	59.90
	B3936	(blank)	48263	3/13/2024	310.90
	V741401	(blank)	5170	3/1/2024	59.95
	B3816 & B3797	(blank)	48211	2/23/2024	1,455.00
Read'S Sporting Goods Total					1,885.75
Red Roof Inn	Hotel 2nd check	(blank)	47765	3/14/2024	318.44
	Hotel for Baseball	(blank)	47764	3/12/2024	339.52
Red Roof Inn Total					657.96
Regional Office Of Education #17	4002400109	2403707	258799	2/28/2024	932.90
	1002400444	2403682	258799	2/28/2024	12,437.35
Regional Office Of Education #17 Total					13,370.25
Republic Services - #368	0368-001094068	2400093	258800	2/28/2024	7,003.64
Republic Services - #368 Total					7,003.64
Revtrak	V96231073	(blank)	0	3/8/2024	16.63
Revtrak Total					16.63
Richards Building Supply Co	053-0007075383-001	2403706	258801	2/28/2024	848.53
Richards Building Supply Co Total					848.53
Rk Dixon Co	V90356081	(blank)	6378	2/23/2024	21.47
Rk Dixon Co Total					21.47

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Rodney's Raptors, Inc.	Guest speaker	(blank)	47758	3/11/2024	250.00
Rodney's Raptors, Inc. Total					250.00
Rogers Athletic Company		309568 (blank)	48264	3/13/2024	1,091.00
Rogers Athletic Company Total					1,091.00
Rogers Supply Company Inc	BL050258	2403709	258802	2/28/2024	6.75
	BL050230	2403709	258802	2/28/2024	17.99
	BL050246	2403709	258802	2/28/2024	58.90
	BL050193	2403709	258802	2/28/2024	21.35
Rogers Supply Company Inc Total					104.99
Rogers, Greg	Jimmy Johns Tip	(blank)	47784	3/19/2024	30.00
	Food for Meets	(blank)	47766	3/14/2024	418.24
Rogers, Greg Total					448.24
Rogers, Heather V	V23417122	(blank)	2856	2/28/2024	38.71
	V58446293	(blank)	2856	2/28/2024	29.87
Rogers, Heather V Total					68.58
Rogue Fitness		12309572 301240009	48227	2/28/2024	1,301.16
Rogue Fitness Total					1,301.16
Rooker, Beth A	MILES202401	(blank)	258803	2/28/2024	80.53
Rooker, Beth A Total					80.53
Roop, Cari Elizabeth	V22144794	(blank)	2651	2/28/2024	96.00
Roop, Cari Elizabeth Total					96.00
Roth Stoneworks		6189 (blank)	48228	2/28/2024	40.00
Roth Stoneworks Total					40.00
Rp Lumber Company, Inc		2034521 2403715	258804	2/28/2024	131.94
		2024440 2403715	258804	2/28/2024	263.88
		2027542 2403715	258804	2/28/2024	15.99
		165423 2403715	258804	2/28/2024	(28.00)
		2019768 2403715	258804	2/28/2024	114.99
Rp Lumber Company, Inc Total					498.80
Ryan, Julie	Solo Ensemble	(blank)	47759	3/11/2024	400.00
Ryan, Julie Total					400.00
S & S Builders Hardware Co		579899 2403705	258942	3/6/2024	624.00
		580955 2403705	258942	3/6/2024	431.60
S & S Builders Hardware Co Total					1,055.60
Sadicoff, Dawn Mc Guire	MILES202402	(blank)	258943	3/6/2024	60.84
Sadicoff, Dawn Mc Guire Total					60.84
Sanders, Erin E	Coffe Shop	(blank)	48265	3/13/2024	35.84
	Reimb Sams & Walm	(blank)	48235	3/1/2024	393.66
	Indoor Concess suppl	(blank)	48229	2/28/2024	102.09
Sanders, Erin E Total					531.59
Sanders, Kelli M	V39932232	(blank)	4146	3/7/2024	250.00
Sanders, Kelli M Total					250.00
Schenk, Gillian S	SSP Rewards	(blank)	47712	2/23/2024	38.30
Schenk, Gillian S Total					38.30

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Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Schermann, April M	V387048	2403753	258805	2/28/2024	1,055.46
	Girls Who Code Feb	(blank)	47729	2/29/2024	3,811.43
Schermann, April M Total					4,866.89
Schlipf, Jamie	IHSA 2/9-2/10	(blank)	258806	2/28/2024	841.92
Schlipf, Jamie Total					841.92
Schneider, Kandice	MILES202402	(blank)	258944	3/6/2024	15.21
Schneider, Kandice Total					15.21
Scholastic Book Fairs - 15	2268310	(blank)	1435	3/7/2024	33.97
Scholastic Book Fairs - 15 Total					33.97
School Specialty	V86326894	(blank)	3032	3/12/2024	128.62
	2.08134E+11	2403572	258807	2/28/2024	155.40
School Specialty Total					284.02
Schroen, Staci Nicole	MILES202402	(blank)	258945	3/6/2024	94.00
Schroen, Staci Nicole Total					94.00
Schupbach, Mary Ellen	MILES202312	(blank)	258946	3/6/2024	125.76
	MILES202401	(blank)	258946	3/6/2024	111.49
	MILES202402	(blank)	258946	3/6/2024	154.37
Schupbach, Mary Ellen Total					391.62
Schwartz, Andrew Isaac	V4724184	(blank)	22332	3/15/2024	75.74
	V65504513	(blank)	22332	3/15/2024	110.00
	V11793516	(blank)	22316	3/1/2024	143.84
Schwartz, Andrew Isaac Total					329.58
Schweinberg, Carlyn Ann	V71149541	(blank)	6379	2/23/2024	61.82
Schweinberg, Carlyn Ann Total					61.82
Scott, Bridget	V93762455	(blank)	3029	3/6/2024	109.49
Scott, Bridget Total					109.49
Scott, Rebecca J	V458645	(blank)	5172	3/7/2024	1,802.23
Scott, Rebecca J Total					1,802.23
Select Screen Prints	63795	(blank)	5174	3/18/2024	234.00
	63819	(blank)	47778	3/18/2024	1,127.00
	V47014082	(blank)	5165	3/15/2024	574.00
	60957	(blank)	48266	3/13/2024	659.00
	61843	(blank)	48266	3/13/2024	636.00
	62455	(blank)	48266	3/13/2024	380.00
	63794	(blank)	48266	3/13/2024	3,310.00
	V28644835	(blank)	25082	3/7/2024	187.00
	63621 & 63746	(blank)	48247	3/7/2024	1,198.00
	63752	(blank)	48247	3/7/2024	142.00
	63750	(blank)	47738	3/5/2024	130.00
	60082	(blank)	22317	3/1/2024	44.00
	63731	(blank)	47719	2/26/2024	784.00
Fishing	(blank)	(blank)	47713	2/23/2024	1,510.00
	62942	(blank)	47713	2/23/2024	553.00
	63644	(blank)	47713	2/23/2024	180.00
	V46641518	(blank)	22311	2/23/2024	81.45
	V31533982	(blank)	15391	2/22/2024	688.00
	61540 and 62757	(blank)	47713	2/23/2024	130.00

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Select Screen Prints Total					12,547.45
Serone, Bonnie	V39330633	(blank)	25083	3/7/2024	332.37
Serone, Bonnie Total					332.37
Serv-U Restaurant & Bar Supply	875395	2403658	258808	2/28/2024	158.87
Serv-U Restaurant & Bar Supply Total					158.87
Shanks, Katherine Alice	MILES202402	(blank)	258809	2/28/2024	5.03
Shanks, Katherine Alice Total					5.03
Shirt Tech	V36792688	(blank)	6387	3/7/2024	607.50
		1047 (blank)	48248	3/7/2024	810.00
Shirt Tech Total					1,417.50
Shoemaker, Brian R	V88291376	(blank)	6394	3/19/2024	385.00
Shoemaker, Brian R Total					385.00
Short, Ryan E	Pizza for banq	(blank)	48212	2/23/2024	360.00
Short, Ryan E Total					360.00
Shoukry, Kaitlin	M3 Comp lunch	(blank)	48249	3/7/2024	45.77
	ICTM Breakfast	(blank)	48236	3/1/2024	58.55
Shoukry, Kaitlin Total					104.32
Shutt, Erica Sue	V75768	2403731	258810	2/28/2024	39.92
Shutt, Erica Sue Total					39.92
Singh, Jessica K	V91664422	(blank)	2858	2/28/2024	39.80
Singh, Jessica K Total					39.80
Slayback, Jackie	V90612095	(blank)	25075	2/22/2024	80.00
Slayback, Jackie Total					80.00
Soliant Health, LLC	20884259	2403648	258811	2/28/2024	3,750.00
Soliant Health, LLC Total					3,750.00
Spath, Natalie	Pizza Party	(blank)	47730	2/29/2024	102.30
	Journalism Feb 24	(blank)	47714	2/23/2024	33.70
Spath, Natalie Total					136.00
Specialized Education Of Illinois	INV184060	2403666	258812	2/28/2024	42,662.80
Specialized Education Of Illinois Total					42,662.80
Spiral Binding Llc	SI2851511	2403750	258813	2/28/2024	137.20
Spiral Binding Llc Total					137.20
Sports Scope	24285 (blank)		48237	3/1/2024	499.00
Sports Scope Total					499.00
Springwood, Cheryl	V53222896	(blank)	6775	3/16/2024	8.41
Springwood, Cheryl Total					8.41
Stahmer, Jeremy	V19025752	(blank)	22318	3/1/2024	50.00
Stahmer, Jeremy Total					50.00
Stanton, Kylie	V12935450	(blank)	25086	3/7/2024	495.00
Stanton, Kylie Total					495.00

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State of Il Fire Marshall/Boilers	9691107	2403780	258857	3/6/2024	200.00
State of Il Fire Marshall/Boilers Total					200.00
Stay Another Day Ltd	88-012624C	(blank)	48250	3/7/2024	756.00
Stay Another Day Ltd Total					756.00
Stenger, Shelbie Grace	V2229341	(blank)	22324	3/7/2024	71.92
Stenger, Shelbie Grace Total					71.92
Stevens, Laura A	V10793133	(blank)	25090	3/7/2024	50.49
Stevens, Laura A Total					50.49
Stevens, Lori Joann	CONFREISSUE	(blank)	259226	3/19/2024	266.02
Stevens, Lori Joann Total					266.02
Stuczynski, Victoria Lynn	V91597598	(blank)	6773	3/6/2024	72.49
Stuczynski, Victoria Lynn Total					72.49
Sweetwater Sound Inc.	V19653214	(blank)	15410	3/5/2024	-
Sweetwater Sound Inc. Total					-
Temples, Wesley G	MILES202401	(blank)	258947	3/6/2024	181.57
Temples, Wesley G Total					181.57
Teresa Klokkenga Photography	1234	(blank)	47775	3/14/2024	440.00
Teresa Klokkenga Photography Total					440.00
THAZHACKAL, LEYONS	After Prom Costco	(blank)	48251	3/7/2024	57.98
	After Prom Prize-Com	(blank)	48230	2/28/2024	299.99
	After Prom Prizes-	(blank)	48230	2/28/2024	338.00
	After Prom Prizes-3	(blank)	48230	2/28/2024	400.97
	Trivia Stationary	(blank)	48230	2/28/2024	30.57
	X Frame Design	(blank)	48230	2/28/2024	7.78
	Zoom Mtg Membership	(blank)	48230	2/28/2024	15.99
THAZHACKAL, LEYONS Total					1,151.28
The Illinois Shakespeare Festival	BardBox2024-1	(blank)	22333	3/15/2024	100.00
The Illinois Shakespeare Festival Total					100.00
The Music Shoppe, Inc	V32851467	(blank)	2860	3/1/2024	370.00
The Music Shoppe, Inc Total					370.00
The Traffic Sign Store	Q12055	(blank)	47776	3/14/2024	72.50
The Traffic Sign Store Total					72.50
Thermosystems LLC	310251	2403564	258814	2/28/2024	5,450.00
Thermosystems LLC Total					5,450.00
Thirupparkadal, Rajkumar	V51041070	(blank)	3028	2/27/2024	1,374.66
Thirupparkadal, Rajkumar Total					1,374.66
Thoennes, Gerald Duane	V232904	2403825	258948	3/6/2024	17.21
Thoennes, Gerald Duane Total					17.21
Thoennes, Lisa A	MILES202401	(blank)	258949	3/6/2024	45.83
Thoennes, Lisa A Total					45.83
Thompson, Kara L	V73086361	(blank)	7276	2/28/2024	606.16
Thompson, Kara L Total					606.16

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Thomson Reuters-West	849819661	2403957	258950	3/6/2024	1,302.52
Thomson Reuters-West Total					1,302.52
T-Mobile	STMT02212024	2400001	258858	3/6/2024	6,786.17
	STMT022124..	2401793	258858	3/6/2024	1,243.89
	STMT02212024.	2400006	258858	3/6/2024	1,501.83
T-Mobile Total					9,531.89
Topping, Elizabeth E	V79639048	(blank)	22334	3/15/2024	63.75
Topping, Elizabeth E Total					63.75
Touchtone Communications	3276905	2400013	258815	2/28/2024	387.76
Touchtone Communications Total					387.76
Town Of Normal - Utility Billing	V272277	2400010	258859	3/6/2024	165.97
Town Of Normal - Utility Billing Total					165.97
Tracey, Sara Elizabeth	V14233622	(blank)	25093	3/18/2024	217.00
Tracey, Sara Elizabeth Total					217.00
Twin City Awards	V89965077	(blank)	20794	2/27/2024	150.00
Twin City Awards Total					150.00
Uline	174031005	2403689	258816	2/28/2024	302.04
	173827593	2403791	258951	3/6/2024	462.10
Uline Total					764.14
Unifirst Corporation	STMT02292024	2400256	258952	3/6/2024	1,415.59
Unifirst Corporation Total					1,415.59
Unit 5 Decker Industries	193 (blank)		47715	2/23/2024	118.00
Unit 5 Decker Industries Total					118.00
University High School	Speech lunch	(blank)	47739	3/5/2024	12.00
University High School Total					12.00
University Of Illinois Ticket Office	IHSA Boys 3/8/24	(blank)	48253	3/7/2024	1,785.00
University Of Illinois Ticket Office Total					1,785.00
Van De Loo, Daria T	V20046158	(blank)	15419	3/12/2024	90.00
Van De Loo, Daria T Total					90.00
Van Dolah, James D	V2697803	(blank)	20800	3/18/2024	110.00
	V5069432	(blank)	20802	3/18/2024	110.00
Van Dolah, James D Total					220.00
Varsity Spirit	14733384 (blank)		15392	2/22/2024	2,974.00
Varsity Spirit Total					2,974.00
Vaux, Kristeen	7794 (blank)		47760	3/11/2024	725.00
Vaux, Kristeen Total					725.00
Village Of Carlock	2024-02	2403852	258953	3/6/2024	607.60
Village Of Carlock Total					607.60
Vision Service Plan - (II)	8198555854	2403798	258954	3/6/2024	2,051.94
Vision Service Plan - (II) Total					2,051.94

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Vissering, Diana L	V451578	2403694	258817	2/28/2024	73.41
Vissering, Diana L Total					73.41
Voorheis, Heidi	Senior Night	(blank)	47748	3/7/2024	88.00
Voorheis, Heidi Total					88.00
Wagner, Beth Ann	Meals for state tour	(blank)	48267	3/13/2024	382.48
Wagner, Beth Ann Total					382.48
Walsh, Anna F	V39113238	(blank)	25092	3/18/2024	25.76
Walsh, Anna F Total					25.76
Water Products Company Of Illinois,	629531	2403701	258818	2/28/2024	1,013.47
Water Products Company Of Illinois, Total					1,013.47
Watts Copy Systems, Inc - Sales	1294215	2403669	258819	2/28/2024	16,901.59
Watts Copy Systems, Inc - Sales Total					16,901.59
Watts Copy Systems, Inc. - Leasing	36038467	2401886	258955	3/6/2024	13,182.78
	35970673	2403733	258820	2/28/2024	1,852.95
	35923874	2401887	258820	2/28/2024	1,931.41
Watts Copy Systems, Inc. - Leasing Total					16,967.14
Waughtel, Allysen	MILES202402	(blank)	258821	2/28/2024	5.70
Waughtel, Allysen Total					5.70
Weakly, Shelly	MILES202401	(blank)	258956	3/6/2024	307.06
	MILES202402	(blank)	258956	3/6/2024	377.14
Weakly, Shelly Total					684.20
Webster, Shelley C	MILES202402	(blank)	258957	3/6/2024	41.27
Webster, Shelley C Total					41.27
Wendland, Cheryl A	V79890915	(blank)	2864	3/12/2024	29.98
	V10720765	(blank)	2862	3/8/2024	35.35
	V733846	2403677	258822	2/28/2024	2.59
Wendland, Cheryl A Total					67.92
Wey, Molli Lynn	V22582545	(blank)	7278	3/7/2024	50.00
Wey, Molli Lynn Total					50.00
Wheeler, Alicia	V52274629	(blank)	6204	3/18/2024	49.00
Wheeler, Alicia Total					49.00
Williams, Sara E	Madrigals Feb 24	(blank)	47716	2/23/2024	1,114.59
Williams, Sara E Total					1,114.59
Winchester, Katie Ann	V27949573	(blank)	15420	3/12/2024	90.00
Winchester, Katie Ann Total					90.00
Winn, Carly A	V559758	2403785	258958	3/6/2024	63.88
Winn, Carly A Total					63.88
Winsler, Annette	V25561900	(blank)	5164	3/7/2024	394.00
Winsler, Annette Total					394.00
Winsupply	363026.01	2403699	258823	2/28/2024	156.54
	362874.01	2403699	258823	2/28/2024	78.60
Winsupply Total					235.14

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Vendor	Invoice	PO No.	Check No.	Check Date	Amount	
Wirtz, Becca Lynn	V7520051	(blank)	2784	3/6/2024	120.98	
	V4330828	(blank)	2783	3/5/2024	-	
Wirtz, Becca Lynn Total					120.98	
Witzig, Pamela A	V724296	2403917	258959	3/6/2024	231.86	
Witzig, Pamela A Total					231.86	
Zbrozek, Adam W	Lunch for BBall staf	(blank)	48268	3/13/2024	92.48	
	Plates for BBall cel	(blank)	48268	3/13/2024	40.00	
	Pizza for Room 250	(blank)	48252	3/7/2024	50.97	
	Lunch for safety mon	(blank)	48231	2/28/2024	17.96	
	Pizzas for BSU	(blank)	48231	2/28/2024	230.79	
Zbrozek, Adam W Total					432.20	
Zimmerman, Claire Christine	VTAP Supplies March	(blank)	47785	3/19/2024	134.45	
	Feb Incentives	(blank)	47761	3/11/2024	70.00	
	Vending Restock	(blank)	47731	2/29/2024	543.88	
Zimmerman, Claire Christine Total					748.33	
Zimmerman, Shelli		1721	2403665	258824	2/28/2024	150.00
Zimmerman, Shelli Total					150.00	
Zions First National Bank	1526370-24	2404012	258960	3/8/2024	1,800.00	
Zions First National Bank Total					1,800.00	
Grand Total					3,220,241.07	

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Fund	Amount
07	48,417.13
08	1,998,423.41
10	611,915.41
20	168,072.17
30	8,752.60
40	65,611.56
80	53,328.42
90	94,342.00
99	171,378.37
Grand Total	3,220,241.07

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A B Hatchery	4464	2403946	259123	3/20/2024	217.35
A B Hatchery Total					217.35
A Drain Doctor	6924	2404072	259124	3/20/2024	880.00
	6915	2403910	259124	3/20/2024	655.00
	6905	2403910	259124	3/20/2024	355.00
	6901	2403910	259124	3/20/2024	425.00
A Drain Doctor Total					2,315.00
Ace Hardware	590589/5	2404140	259125	3/20/2024	5.72
	590539/5	2404140	259125	3/20/2024	36.87
	590545/5	2404140	259125	3/20/2024	25.85
	590523/5	2400205	259125	3/20/2024	73.91
	590526/5	2400205	259125	3/20/2024	61.49
	590495/5	2400205	259125	3/20/2024	29.48
	590499/5	2400205	259125	3/20/2024	11.12
	590501/5	2400205	259125	3/20/2024	21.94
	590503/5	2400205	259125	3/20/2024	17.99
	590510/5	2400205	259125	3/20/2024	33.28
	590515/5	2404082	259125	3/20/2024	24.28
	590479/5	2400205	259125	3/20/2024	44.97
	590460/5	2400205	259125	3/20/2024	96.86
	590445/5	2400205	259125	3/20/2024	41.89
	590411/5	2400205	259125	3/20/2024	24.78
	590412/5	2400205	259125	3/20/2024	41.91
	590410/5	2400205	259125	3/20/2024	41.90
	590399/5	2400205	259125	3/20/2024	22.25
	590407/5	2400205	259125	3/20/2024	23.92
	590380/5	2400205	259125	3/20/2024	59.45
	590386/5	2400205	259125	3/20/2024	11.68
	590387/5	2400205	259125	3/20/2024	17.08
	590388/5	2400205	259125	3/20/2024	26.25
	590373/5	2400205	259125	3/20/2024	45.32
	590358/5	2400205	259125	3/20/2024	19.78
	590321/5	2400205	259125	3/20/2024	35.61
	590327/5	2400205	259125	3/20/2024	38.64
	590292/5	2400205	259125	3/20/2024	93.25
	590282/5	2400205	259125	3/20/2024	53.97
	590284/5	2400205	259125	3/20/2024	13.48
	590286/5	2400205	259125	3/20/2024	7.22
	589635/5	2404082	259125	3/20/2024	143.54
	589528/5	2404082	259125	3/20/2024	8.44
	589465/5	2400205	259125	3/20/2024	51.27
	589442/5	2400205	259125	3/20/2024	13.49
Ace Hardware Total					1,318.88
Advance Auto Parts	6.25341E+12	2400202	259126	3/20/2024	13.59
	6.25341E+12	2400202	259126	3/20/2024	50.11
	6.25341E+12	2400202	259126	3/20/2024	71.36
	6.25341E+12	2400202	259126	3/20/2024	6.00
Advance Auto Parts Total					141.06
Alert Signal & Control	106665	2403945	259127	3/20/2024	144.00
Alert Signal & Control Total					144.00
Alpha Baking Co., Inc.	93920...	2403994	259128	3/20/2024	177.85
	93921...	2403994	259128	3/20/2024	14.00
	93922...	2403994	259128	3/20/2024	197.07
	93923...	2403994	259128	3/20/2024	105.12

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Alpha Baking Co., Inc.	93924...	2403994	259128	3/20/2024	75.15
Alpha Baking Co., Inc.	93925...	2403994	259128	3/20/2024	66.75
Alpha Baking Co., Inc.	93926...	2403994	259128	3/20/2024	186.63
Alpha Baking Co., Inc.	93927...	2403994	259128	3/20/2024	221.06
Alpha Baking Co., Inc.	93928...	2403994	259128	3/20/2024	93.54
Alpha Baking Co., Inc.	93929...	2403994	259128	3/20/2024	133.88
Alpha Baking Co., Inc.	93930...	2403994	259128	3/20/2024	155.90
Alpha Baking Co., Inc.	93931...	2403994	259128	3/20/2024	139.48
Alpha Baking Co., Inc.	93932...	2403994	259128	3/20/2024	70.76
Alpha Baking Co., Inc.	93933...	2403994	259128	3/20/2024	207.82
Alpha Baking Co., Inc.	93934...	2403994	259128	3/20/2024	115.94
Alpha Baking Co., Inc.	93935...	2403994	259128	3/20/2024	73.94
Alpha Baking Co., Inc.	93936...	2403994	259128	3/20/2024	548.04
Alpha Baking Co., Inc.	93937...	2403994	259128	3/20/2024	611.68
Alpha Baking Co., Inc.	93938...	2403994	259128	3/20/2024	876.85
Alpha Baking Co., Inc.	93939...	2403994	259128	3/20/2024	1,002.54
	93940...	2403994	259128	3/20/2024	640.35
	93941...	2403994	259128	3/20/2024	749.91
	95794...	2403994	259128	3/20/2024	78.40
Alpha Baking Co., Inc. Total					6,542.66
Alpha Controls & Services Llc	C007293	2404076	259129	3/20/2024	6,067.50
	C007294	2404076	259129	3/20/2024	5,864.75
	C007295	2404076	259129	3/20/2024	1,592.75
	23S144-2	2403954	259129	3/20/2024	8,821.00
Alpha Controls & Services Llc Total					22,346.00
Alta Construction Equipment Illinois	SS4/41082	2403817	259130	3/20/2024	3,055.61
Alta Construction Equipment Illinois Total					3,055.61
Amazon Capital Services	2404190	2404190	259131	3/20/2024	84.58
	1Q1J-T1MW-MHDX	2404175	259131	3/20/2024	17.49
Alpha Baking Co., Inc.	1DPW-DGP1-JDDF	2404156	259131	3/20/2024	319.65
Alpha Baking Co., Inc.	1WKK-CJCP-HTLQ	2404137	259131	3/20/2024	318.75
Alpha Baking Co., Inc.	1NWN-TYLV-JDNX	2404123	259131	3/20/2024	376.11
Alpha Baking Co., Inc.	1Q1J-T1MW-6KGN	2404102	259131	3/20/2024	65.99
Alpha Baking Co., Inc.	1PV4-7LV6-CLF6	2404131	259131	3/20/2024	389.80
Alpha Baking Co., Inc.	1LYD-DYJR-1TCQ	2404098	259131	3/20/2024	49.84
Alpha Baking Co., Inc.	1LMT-NXKQ-11WQ	2404057	259131	3/20/2024	422.41
Alpha Baking Co., Inc.	1W64-3RYC-CJG3	2403869	259131	3/20/2024	1,326.39
Alpha Baking Co., Inc.	17HD-WJY7-3GW4	2404094	259131	3/20/2024	678.27
Alpha Baking Co., Inc.	17H4-J9JN-4F3P	2404061	259131	3/20/2024	333.77
Alpha Baking Co., Inc.	1PHH-P3P9-QN9M	2404003	259131	3/20/2024	181.53
Alpha Baking Co., Inc.	1CTV-HCLL-LWLH	2404055	259131	3/20/2024	9.99
Alpha Baking Co., Inc.	1YVK-1WGF-M9P4	2403874	259131	3/20/2024	110.91
Alpha Baking Co., Inc.	1P7C-3VJK-MTP3	2404030	259131	3/20/2024	29.49
Alpha Baking Co., Inc.	1P7C-3VJK-HD63	2404011	259131	3/20/2024	296.61
Alpha Baking Co., Inc.	14cc-f1cc-h1x3	2404001	259131	3/20/2024	94.88
Alpha Baking Co., Inc.	1V4C-GYW6-K131	2404005	259131	3/20/2024	200.62
Alpha Baking Co., Inc.	11QV-76LF-FGXW	2404036	259131	3/20/2024	54.70
Alpha Baking Co., Inc.	1WHW-R3W9-HWNV	2404037	259131	3/20/2024	54.70
Alpha Baking Co., Inc.	1JKD-JNYK-HXFT	2404038	259131	3/20/2024	55.00
Alpha Baking Co., Inc.	1VYP-7TP7-G64V	2404039	259131	3/20/2024	55.00
Alpha Baking Co., Inc.	177F-JHNJ-7RPN	(blank)	259131	3/20/2024	(19.89)
Alpha Baking Co., Inc.	1DQ9-KK3L-7VNH	(blank)	259131	3/20/2024	(99.99)
Alpha Baking Co., Inc.	1Y74-L4GJ-6X4W	(blank)	259131	3/20/2024	(39.98)
Alpha Baking Co., Inc.	1CTV-HCLL-1QNL	2403985	259131	3/20/2024	53.52
Alpha Baking Co., Inc.	1NWP-XGCK-H3LP	2403869	259131	3/20/2024	673.93
Alpha Baking Co., Inc.	1C77-YHWG-67CT	2404006	259131	3/20/2024	200.62

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Amazon Capital Services	1LK9-6K19-CCWQ	2403962	259131	3/20/2024	395.98	
Amazon Capital Services	16RV-D9PT-C7H3	2403936	259131	3/20/2024	328.95	
Amazon Capital Services	1RGC-HTK1-F3MP	2403974	259131	3/20/2024	31.95	
Amazon Capital Services	1DRP-THDJ-9RK9	2403871	259131	3/20/2024	5,059.76	
Amazon Capital Services	1VXD-7Y7W-D6JW	2403871	259131	3/20/2024	131.71	
Amazon Capital Services	1DRP-THDJ-9RCR	2403874	259131	3/20/2024	1,894.00	
Amazon Capital Services	1HGC-F7JK-96V4	2403876	259131	3/20/2024	474.72	
Amazon Capital Services	1GTN-PDHP-H6XG	2403937	259131	3/20/2024	378.89	
Amazon Capital Services	1R64-J6NR-73RX	2403953	259131	3/20/2024	50.68	
Amazon Capital Services	1RGR-PQJG-W33J	2403857	259131	3/20/2024	719.68	
Amazon Capital Services	1HRG-VC67-4J3M	2403859	259131	3/20/2024	582.00	
Amazon Capital Services	1XTV-6TCY-11CN	2403870	259131	3/20/2024	1,673.25	
Amazon Capital Services	14FG-PHKV-19Y3	2403872	259131	3/20/2024	1,354.05	
Amazon Capital Services	17DR-VKNN-NTVM	2403850	259131	3/20/2024	20.99	
Amazon Capital Services	1K6Q-3RKP-R4QX	2403854	259131	3/20/2024	1,902.75	
Amazon Capital Services	17DR-VKNN-QXFF	2403856	259131	3/20/2024	2,449.85	
Amazon Capital Services	16LF-HC1T-RMN6	2403860	259131	3/20/2024	1,916.00	
Amazon Capital Services	1K9H-JFXV-VDV1	2403861	259131	3/20/2024	1,916.00	
Amazon Capital Services	1WDX-H39T-RVGH	2403873	259131	3/20/2024	738.27	
Amazon Capital Services	1C1F-VYVL-QKXP	2403875	259131	3/20/2024	325.72	
Amazon Capital Services	1NKM-CRPP-MVM9	2403853	259131	3/20/2024	30.85	
Amazon Capital Services	16MV-16YG-KKLQ	2403840	259131	3/20/2024	37.87	
Amazon Capital Services	1JXW-K7FV-LH4G	2403862	259131	3/20/2024	1,341.20	
Amazon Capital Services	1FW9-P7T4-JKVD	2403863	259131	3/20/2024	629.10	
Amazon Capital Services	1JLY-HPD7-46PL	(blank)	259131	3/20/2024	(46.59)	
Amazon Capital Services Total					30,632.32	
Avanti'S Italian Restaurant -Bloomington	FEBRUARY STMT	2403991	259132	3/20/2024	4,176.00	
Avanti'S Italian Restaurant -Bloomington Total					4,176.00	
Bachman, Lynette S	MILES202402	(blank)	258961	3/20/2024	76.38	
Bachman, Lynette S Total					76.38	
Ballard & Tighe, Publ.	V934725	2404020	259224	3/20/2024	1,271.60	
Ballard & Tighe, Publ. Total					1,271.60	
Batteries Plus Bulbs	P70908136	2404074	259133	3/20/2024	24.99	
Batteries Plus Bulbs Total					24.99	
Belkowski, Laura Marie	SUB0304-03082024	(blank)	258962	3/20/2024	850.00	
Belkowski, Laura Marie Total					850.00	
Bennett Electronics		35840	2403280	259134	3/20/2024	236.00
Bennett Electronics		36173	2403290	259134	3/20/2024	1,354.00
Bennett Electronics		36172	2404120	259134	3/20/2024	354.00
Bennett Electronics		36150	2403964	259134	3/20/2024	236.00
Bennett Electronics		35997	2403379	259134	3/20/2024	1,295.00
Bennett Electronics Total					3,475.00	
Bill'S Key & Lock Shop		177750	2404041	259135	3/20/2024	16.56
Bill'S Key & Lock Shop		177904	2403918	259135	3/20/2024	13.80
Bill'S Key & Lock Shop		179656	2403918	259135	3/20/2024	321.97
Bill'S Key & Lock Shop		179188	2404139	259135	3/20/2024	27.60
Bill'S Key & Lock Shop Total					379.93	
Blaum, Melissa Marie	MILES202402	(blank)	258963	3/20/2024	38.93	
Blaum, Melissa Marie Total					38.93	
Bordner, Kelly L	MILES202402	(blank)	258964	3/20/2024	88.11	

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Bordner, Kelly L Total					88.11
Briggs, Susan Kay	MILES202402	(blank)	258965	3/20/2024	118.39
Briggs, Susan Kay Total					118.39
Brightly Software, Inc	INV-215985	2404018	259136	3/20/2024	5,220.91
Brightly Software, Inc Total					5,220.91
Brown, Billie Jo	MILES202402	(blank)	258966	3/20/2024	25.73
Brown, Billie Jo Total					25.73
Brown'S Wrecker Service Inc	406406	2403829	259137	3/20/2024	240.00
Brown'S Wrecker Service Inc Total					240.00
Bruce, Mollie A	MILES202402	(blank)	258967	3/20/2024	89.65
Bruce, Mollie A Total					89.65
Budak, Heather L	Reimburse fuel	2403843	259138	3/20/2024	146.25
Budak, Heather L Total					146.25
Budzinski, Ryan A	REIMBURSE CONTEST	2403952	259139	3/20/2024	450.00
Budzinski, Ryan A Total					450.00
Bulk Bookstore	163388	2403767	259140	3/20/2024	1,728.90
Bulk Bookstore Total					1,728.90
Burriss Equipment	PS3016692-1	2403835	259141	3/20/2024	790.89
Burriss Equipment Total					790.89
Camfil Usa, Inc.	30450782	2404073	259142	3/20/2024	1,733.76
	30449471	2403915	259142	3/20/2024	1,910.80
Camfil Usa, Inc. Total					3,644.56
Capitol Group	S2437857.001	2403912	259143	3/20/2024	124.83
	S2437419.001	2403912	259143	3/20/2024	156.88
Capitol Group Total					281.71
Cardiff, Benjamin R	MILES202402	(blank)	258968	3/20/2024	35.78
Cardiff, Benjamin R Total					35.78
Carle Bromenn Tc	12624	2403927	259225	3/20/2024	268.50
Carle Bromenn Tc Total					268.50
Carpenter, Karolina	VOLLEYBALL	2404107	259144	3/20/2024	48.22
Carpenter, Karolina Total					48.22
Cavanaugh, Joann	Reimburse Party Cit	2403947	259145	3/20/2024	25.50
Cavanaugh, Joann Total					25.50
Cengage Learning, Inc.	84023450	2404060	259146	3/20/2024	1,785.00
Cengage Learning, Inc. Total					1,785.00
Central Illinois Ag, Inc.	G01026	2404134	259147	3/20/2024	5,000.00
	G01025	2404134	259147	3/20/2024	5,000.00
Central Illinois Ag, Inc. Total					10,000.00
Central Illinois Trucks Inc	101W51057	2404021	259148	3/20/2024	6,777.95
	101P148229	2403830	259148	3/20/2024	355.01
Central Illinois Trucks Inc Total					7,132.96

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Chiddix Junior High School	reimburse for offici	2403986	259149	3/20/2024	2,880.00
Chiddix Junior High School Total					2,880.00
Ci Solutions	20396	2403761	259150	3/20/2024	1,334.00
Ci Solutions Total					1,334.00
City Of Bloomington - Utilities	1131299	2400011	258969	3/20/2024	1,004.81
	1131357	2400011	258969	3/20/2024	1,583.52
	1123726	2400011	258969	3/20/2024	2,080.53
City Of Bloomington - Utilities Total					4,668.86
Clean The Uniform Company	32247938	2400201	259151	3/20/2024	76.02
Clean The Uniform Company Total					76.02
Cole, Kelly M	MILES202309	(blank)	258970	3/20/2024	36.03
	MILES202310	(blank)	258970	3/20/2024	28.82
	MILES202311	(blank)	258970	3/20/2024	18.18
	MILES202312	(blank)	258970	3/20/2024	10.81
	MILES202401	(blank)	258970	3/20/2024	47.91
	MILES202402	(blank)	258970	3/20/2024	81.07
Cole, Kelly M Total					222.82
Collins, Paula Lynn	MILES202402	(blank)	258971	3/20/2024	77.18
Collins, Paula Lynn Total					77.18
Comcast Business	Feb-Mar Stmt	2403980	259152	3/20/2024	384.98
Comcast Business Total					384.98
Confidential On-Site Paper Shreddin	147113	2403989	259153	3/20/2024	363.81
	147443	2403988	259153	3/20/2024	37.17
	147432	2404015	259153	3/20/2024	65.67
	147065	2404009	259153	3/20/2024	80.59
Confidential On-Site Paper Shreddin Total					547.24
Connor Co	S010825569.001	2404136	259154	3/20/2024	1,435.20
	S010825630.001	2404136	259154	3/20/2024	347.56
	S010823857.001	2404075	259154	3/20/2024	14.11
	S010774943.001	2404040	259154	3/20/2024	2,907.72
	S010818631.001	2404040	259154	3/20/2024	1,484.28
	S010808459.001	2404040	259154	3/20/2024	713.66
	S010811003.001	2404040	259154	3/20/2024	251.35
	S010814487.001	2404040	259154	3/20/2024	1,108.48
	S010767282.001	2403913	259154	3/20/2024	137.62
	S010807417.001	2403913	259154	3/20/2024	262.63
	S010794194.001	2403913	259154	3/20/2024	429.94
	S010794251.001	2403913	259154	3/20/2024	522.59
	S010796965.001	2403913	259154	3/20/2024	249.28
	S010801657.001	2403913	259154	3/20/2024	752.83
	S010802067.001	2403913	259154	3/20/2024	399.32
	S010794583.001	2403913	259154	3/20/2024	354.71
	S010798384.001	2403913	259154	3/20/2024	76.31
	S010788031.001	2403913	259154	3/20/2024	214.65
	S010777479.001	2404040	259154	3/20/2024	27.09
	S010768607.001	2404040	259154	3/20/2024	287.99
Connor Co Total					11,977.32
Conway, Jamie Marie	MILES202312	(blank)	258972	3/20/2024	53.45
Conway, Jamie Marie Total					53.45

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Corn Belt Energy Corporation	V755513	2400003	259217	3/20/2024	104,022.96
Corn Belt Energy Corporation Total					104,022.96
Coyle, Cynthia Marie	VOLLEYBALL	2404110	259155	3/20/2024	241.10
Coyle, Cynthia Marie Total					241.10
CRA Consulting, LLC	10007	2403967	259156	3/20/2024	1,312.50
CRA Consulting, LLC Total					1,312.50
Creative Metal Works	4818	2403911	259157	3/20/2024	100.00
Creative Metal Works Total					100.00
Crescent Electric Supply Co	S512200738.001	2404155	259158	3/20/2024	140.55
	S512201887.001	2404155	259158	3/20/2024	18.15
	S512167083.001	2404155	259158	3/20/2024	159.02
	S512167060.001	2403914	259158	3/20/2024	96.55
	S512157477.001	2403914	259158	3/20/2024	44.66
	S512160809.001	2403914	259158	3/20/2024	336.81
	S512124454.001	2403914	259158	3/20/2024	476.44
Crescent Electric Supply Co Total					1,272.18
Cummins Sales And Service	Q1-70460	2404077	259159	3/20/2024	2,615.18
	Q1-70479	2404077	259159	3/20/2024	852.89
	Q1-70375	2404077	259159	3/20/2024	1,316.79
	Q1-69779	2403831	259159	3/20/2024	30.34
	Q1-69702	2404077	259159	3/20/2024	(178.08)
	Q1-69662	2404077	259159	3/20/2024	(115.34)
	Q1-69604	2404077	259159	3/20/2024	(301.15)
	Q1-69561	2404077	259159	3/20/2024	(316.33)
	Q1-69579	2404077	259159	3/20/2024	(305.31)
Cummins Sales And Service Total					3,598.99
Cunningham Children'S Home	45292	2403997	259160	3/20/2024	8,252.00
	45261	2403997	259160	3/20/2024	5,776.40
	45231	2403997	259160	3/20/2024	7,426.80
Cunningham Children'S Home Total					21,455.20
Dazey, Kylee	VOLLEYBALL	2404109	259161	3/20/2024	48.22
Dazey, Kylee Total					48.22
Decker, Jennifer Sue	MILES202401	(blank)	258973	3/20/2024	6.10
	MILES202402	(blank)	258973	3/20/2024	8.91
Decker, Jennifer Sue Total					15.01
Devault, Angela Sue	MILES202402	(blank)	258974	3/20/2024	70.22
Devault, Angela Sue Total					70.22
Didax.Com	186239	2403935	259162	3/20/2024	1,549.08
	186237	2403940	259162	3/20/2024	2,431.62
	186244	2403931	259162	3/20/2024	9,903.98
	186240	2403932	259162	3/20/2024	9,975.00
	186241	2403933	259162	3/20/2024	9,349.73
	186238	2403934	259162	3/20/2024	9,405.00
Didax.Com Total					42,614.41
Divita, Margherita	MILES202402	(blank)	258975	3/20/2024	83.62
Divita, Margherita Total					83.62

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Don Owen Tire Service, Inc	327616	2403834	259163	3/20/2024	945.21
	329247	2403834	259163	3/20/2024	98.70
	327558	2403834	259163	3/20/2024	816.00
Don Owen Tire Service, Inc Total					1,859.91
Edmentum	INV3225523	2404058	259164	3/20/2024	2,200.00
Edmentum Total					2,200.00
Elpayaa, Lauren	MILES202402	(blank)	258976	3/20/2024	95.14
Elpayaa, Lauren Total					95.14
Engler Callaway Baasten & Sraga, Llc	33031	2404084	259165	3/20/2024	78.00
	33032	2404084	259165	3/20/2024	38.00
Engler Callaway Baasten & Sraga, Llc Total					116.00
Eta Hand 2 Mind, Inc.	INV000258965	2403943	259166	3/20/2024	5,718.92
	INV000258951	2403928	259166	3/20/2024	7,428.77
	QUO021945-1	2403929	259166	3/20/2024	5,337.65
	QUO021947-2	2403930	259166	3/20/2024	6,076.95
Eta Hand 2 Mind, Inc. Total					24,562.29
Etcheson Spa & Pool	231220	2404149	259167	3/20/2024	52.95
	231222	2404149	259167	3/20/2024	(3.96)
	230835	2404149	259167	3/20/2024	44.59
Etcheson Spa & Pool Total					93.58
Eugene Field Secondary Service	335	2404169	259168	3/20/2024	175.00
Eugene Field Secondary Service Total					175.00
Evans, Rachel M	Reimburse fuel	2403816	259169	3/20/2024	100.48
Evans, Rachel M Total					100.48
Evergreen Fs	34245995	2403909	259170	3/20/2024	346.60
Evergreen Fs Total					346.60
Farm & Fleet of Bloomington	2364	2404138	259171	3/20/2024	30.28
	2313	2404138	259171	3/20/2024	31.98
	2276	2404138	259171	3/20/2024	40.67
	2130	2404042	259171	3/20/2024	119.99
	2132	2404042	259171	3/20/2024	41.97
	2079	2404042	259171	3/20/2024	71.97
	2089	2404042	259171	3/20/2024	17.97
	1858	2403916	259171	3/20/2024	45.87
	1665	2403916	259171	3/20/2024	5.98
Farm & Fleet of Bloomington Total					406.68
Fastenal Company	ILBLM489669	2403792	259172	3/20/2024	95.89
	ILBLM489672	2403792	259172	3/20/2024	252.45
Fastenal Company Total					348.34
Fisher Scientific	10292	2403503	259173	3/20/2024	431.80
Fisher Scientific Total					431.80
Fisher, Analiese Dee	Reimbursement	2403958	259174	3/20/2024	19.09
Fisher, Analiese Dee Total					19.09
Fisher, Charles E	MILES202401	(blank)	258977	3/20/2024	64.12
	MILES202402	(blank)	258977	3/20/2024	93.26
Fisher, Charles E Total					157.38

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Frontier	V621	2400007	259218	3/20/2024	378.38
Frontier Total					378.38
Fulling Interpreting Services, Ll.c.	24018	2404017	259175	3/20/2024	150.00
Fulling Interpreting Services, Ll.c. Total					150.00
Gangler, Glenda D	MILES202402	(blank)	258978	3/20/2024	96.48
Gangler, Glenda D Total					96.48
Garcia, Stephanie Michelle	MILES202402	(blank)	258979	3/20/2024	110.62
Garcia, Stephanie Michelle Total					110.62
Ghr Engineers And Associates, Inc.	29640	2404047	259176	3/20/2024	1,357.84
	29433	2404047	259176	3/20/2024	2,741.60
Ghr Engineers And Associates, Inc. Total					4,099.44
Glatt, Michelle L	7001246198	2404113	259177	3/20/2024	76.00
Glatt, Michelle L Total					76.00
Global Water Technology, Inc.	106809	2403907	259178	3/20/2024	1,458.33
Global Water Technology, Inc. Total					1,458.33
Goben, Denise L	REIMBURSE	2404116	259179	3/20/2024	99.26
	260088977	2404112	259179	3/20/2024	50.99
Goben, Denise L Total					150.25
Gonzalez, Roman	MILES202402	(blank)	258980	3/20/2024	91.39
Gonzalez, Roman Total					91.39
Goodfield Disposal	JANFEBMAR STMT	2404032	259180	3/20/2024	144.00
Goodfield Disposal Total					144.00
Gordon Food Service, Inc	9007584276	2404158	259181	3/20/2024	4,450.15
	9007737871	2404193	259181	3/20/2024	1,894.69
	9007737872	2404193	259181	3/20/2024	40.08
	9007737883	2404193	259181	3/20/2024	46.06
	9007737885	2404193	259181	3/20/2024	103.88
	9007737887	2404193	259181	3/20/2024	538.47
	9007744852	2404193	259181	3/20/2024	5,135.66
	9007744860	2404193	259181	3/20/2024	135.81
	9007675233	2404192	259181	3/20/2024	4,840.72
	9007675242	2404192	259181	3/20/2024	73.33
	9007675432	2404192	259181	3/20/2024	5,468.78
	9007675445	2404192	259181	3/20/2024	73.33
	9007675517	2404192	259181	3/20/2024	1,398.82
	9007675606	2404192	259181	3/20/2024	2,130.43
	9007675613	2404192	259181	3/20/2024	172.44
	9007675658	2404192	259181	3/20/2024	1,273.46
	9007675697	2404192	259181	3/20/2024	1,057.82
	9007675739	2404192	259181	3/20/2024	1,084.37
	9007675777	2404192	259181	3/20/2024	1,299.00
	9007675790	2404192	259181	3/20/2024	726.18
	9007675791	2404192	259181	3/20/2024	206.48
	9007676825	2404192	259181	3/20/2024	960.82
	9007629494	2404159	259181	3/20/2024	880.76
	9007647795	2404159	259181	3/20/2024	4,133.07
	9007647798	2404159	259181	3/20/2024	315.26
	9007647799	2404159	259181	3/20/2024	99.26

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Gordon Food Service, Inc	9007655015	2404159	259181	3/20/2024	1,323.29
Gordon Food Service, Inc	9007655053	2404159	259181	3/20/2024	1,672.62
Gordon Food Service, Inc	9007655080	2404159	259181	3/20/2024	1,617.81
Gordon Food Service, Inc	9007655122	2404159	259181	3/20/2024	1,597.00
Gordon Food Service, Inc	9007655154	2404159	259181	3/20/2024	1,549.80
Gordon Food Service, Inc	9007655217	2404159	259181	3/20/2024	3,696.89
Gordon Food Service, Inc	9007655220	2404159	259181	3/20/2024	41.60
Gordon Food Service, Inc	9007655247	2404159	259181	3/20/2024	1,293.20
Gordon Food Service, Inc	9007583273	2404158	259181	3/20/2024	1,954.13
Gordon Food Service, Inc	9007583274	2404158	259181	3/20/2024	2,181.48
Gordon Food Service, Inc	9007584217	2404158	259181	3/20/2024	4,560.00
Gordon Food Service, Inc	9007584223	2404158	259181	3/20/2024	99.84
Gordon Food Service, Inc	9007584281	2404158	259181	3/20/2024	99.84
Gordon Food Service, Inc	9007625601	2404158	259181	3/20/2024	32.69
Gordon Food Service, Inc	9007544660	2404158	259181	3/20/2024	2,725.89
Gordon Food Service, Inc	9007544661	2404158	259181	3/20/2024	55.56
Gordon Food Service, Inc	9007565573	2404158	259181	3/20/2024	2,842.96
Gordon Food Service, Inc	9007565577	2404158	259181	3/20/2024	365.59
Gordon Food Service, Inc	9007464453	2404088	259181	3/20/2024	190.03
Gordon Food Service, Inc	9007494327	2404088	259181	3/20/2024	3,131.68
Gordon Food Service, Inc	9007494339	2404088	259181	3/20/2024	174.20
Gordon Food Service, Inc	9007494464	2404088	259181	3/20/2024	1,223.07
Gordon Food Service, Inc	9007495253	2404088	259181	3/20/2024	1,821.87
Gordon Food Service, Inc	2001011445	2404192	259181	3/20/2024	(9.58)
Gordon Food Service, Inc	9007437714	2404087	259181	3/20/2024	4,173.81
Gordon Food Service, Inc	9007437782	2404087	259181	3/20/2024	4,140.25
Gordon Food Service, Inc	9007437796	2404087	259181	3/20/2024	1,786.97
Gordon Food Service, Inc	9007437807	2404087	259181	3/20/2024	1,985.36
Gordon Food Service, Inc	9007437808	2404087	259181	3/20/2024	43.41
Gordon Food Service, Inc	9007437825	2404087	259181	3/20/2024	1,104.07
Gordon Food Service, Inc	9007437875	2404087	259181	3/20/2024	1,362.33
Gordon Food Service, Inc	9007437907	2404087	259181	3/20/2024	1,151.41
Gordon Food Service, Inc	9007437934	2404087	259181	3/20/2024	1,275.09
Gordon Food Service, Inc	9007437953	2404087	259181	3/20/2024	1,168.91
Gordon Food Service, Inc	9007437955	2404087	259181	3/20/2024	148.76
Gordon Food Service, Inc	9007437958	2404087	259181	3/20/2024	299.35
Gordon Food Service, Inc	9007438430	2404087	259181	3/20/2024	899.13
Gordon Food Service, Inc	9007438433	2404087	259181	3/20/2024	43.41
Gordon Food Service, Inc	2001006853	2404088	259181	3/20/2024	(27.98)
Gordon Food Service, Inc	2001007034	2404088	259181	3/20/2024	(25.72)
Gordon Food Service, Inc	2001007036	2404088	259181	3/20/2024	(41.97)
Gordon Food Service, Inc	2001007835	2404088	259181	3/20/2024	(79.77)
Gordon Food Service, Inc	2001007838	2404088	259181	3/20/2024	(53.18)
Gordon Food Service, Inc	2001006018	2404159	259181	3/20/2024	(9.65)
Gordon Food Service, Inc	2001006965	2404159	259181	3/20/2024	(12.86)
Gordon Food Service, Inc	2001007458	2404159	259181	3/20/2024	(25.72)
Gordon Food Service, Inc	2001008010	2404159	259181	3/20/2024	(12.86)
Gordon Food Service, Inc	2001008476	2404159	259181	3/20/2024	(12.86)
Gordon Food Service, Inc	2001006186	2404192	259181	3/20/2024	(39.28)
Gordon Food Service, Inc	2001006187	2404192	259181	3/20/2024	(5.46)
Gordon Food Service, Inc	2001006188	2404192	259181	3/20/2024	(56.90)
Gordon Food Service, Inc	2001006424	2404192	259181	3/20/2024	(26.59)
Gordon Food Service, Inc	2001006427	2404192	259181	3/20/2024	(27.99)
Gordon Food Service, Inc	2001006759	2404192	259181	3/20/2024	(3.12)
Gordon Food Service, Inc	9007386170	2403999	259181	3/20/2024	1,769.63
Gordon Food Service, Inc	9007404991	2403999	259181	3/20/2024	5,741.21
Gordon Food Service, Inc	9007404992	2403999	259181	3/20/2024	202.08
Gordon Food Service, Inc	9007413281	2403999	259181	3/20/2024	2,030.45
Gordon Food Service, Inc	9007413329	2403999	259181	3/20/2024	3,077.88

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Gordon Food Service, Inc	9007413338	2403999	259181	3/20/2024	1,551.47
Gordon Food Service, Inc	9007413342	2403999	259181	3/20/2024	1,527.82
Gordon Food Service, Inc	9007413344	2403999	259181	3/20/2024	204.00
Gordon Food Service, Inc	9007413368	2403999	259181	3/20/2024	2,403.81
Gordon Food Service, Inc	9007413371	2403999	259181	3/20/2024	81.60
Gordon Food Service, Inc	9007413453	2403999	259181	3/20/2024	7,590.88
Gordon Food Service, Inc	9007413457	2403999	259181	3/20/2024	74.16
Gordon Food Service, Inc	9007413534	2403999	259181	3/20/2024	1,731.28
	9007339343	2403998	259181	3/20/2024	3,010.01
	9007339349	2403998	259181	3/20/2024	29.05
	9007339350	2403998	259181	3/20/2024	33.84
	9007343090	2403998	259181	3/20/2024	5,830.92
	9007343143	2403998	259181	3/20/2024	4,684.88
	9007298761	2403998	259181	3/20/2024	26.43
	9007298764	2403998	259181	3/20/2024	1,913.92
	9007321904	2403998	259181	3/20/2024	4,205.64
	9007321909	2403998	259181	3/20/2024	411.30
	9007321912	2403998	259181	3/20/2024	90.01
	2000977848	2403998	259181	3/20/2024	(354.46)
	2000948462	2403998	259181	3/20/2024	(41.67)
Gordon Food Service, Inc Total					139,727.08
Grainger Parts Operations Ww Graing					
	9042043167	2404071	259182	3/20/2024	422.98
	9036462597	2404071	259182	3/20/2024	17.30
	9037379345	2404071	259182	3/20/2024	77.21
	9034349846	2404071	259182	3/20/2024	1,966.70
	9034452863	2404071	259182	3/20/2024	51.58
	9019558932	2403908	259182	3/20/2024	510.86
	9018925132	2403908	259182	3/20/2024	570.14
	9014349857	2403908	259182	3/20/2024	73.09
	9968710872	2404071	259182	3/20/2024	521.13
Grainger Parts Operations Ww Graing Total					4,210.99
Griffin, Jade Marie	Reimburse Walmart	2404013	259183	3/20/2024	14.96
Griffin, Jade Marie Total					14.96
Growing Grounds					
	405784	2404070	259184	3/20/2024	47.57
	405299	2404070	259184	3/20/2024	102.69
	404532	2404153	259184	3/20/2024	110.00
Growing Grounds Total					260.26
Grubic, Angela Marie	MILES202402	(blank)	258981	3/20/2024	140.03
Grubic, Angela Marie Total					140.03
Halogen Supply Company					
	609165	2404150	259185	3/20/2024	682.20
Halogen Supply Company Total					682.20
Hawkins, Inc.					
	6702554	2404069	259186	3/20/2024	1,974.37
	6702556	2404069	259186	3/20/2024	2,234.08
Hawkins, Inc. Total					4,208.45
Hays, Caitlin D	Reimburse Walmart	2404161	259187	3/20/2024	19.52
Hays, Caitlin D Total					19.52
Heartland Community College					
	ECP CSA 23-24 010	2404119	259188	3/20/2024	11,708.00
	ECP CSA 23-24 011	2404119	259188	3/20/2024	9,186.00
Heartland Community College Total					20,894.00
Heartspring					
	17019	2404016	259189	3/20/2024	24,815.56

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Heartspring Total					24,815.56
Heggie, Baylee Nicole	MILES202403	(blank)	258982	3/20/2024	12.73
Heggie, Baylee Nicole Total					12.73
Heller Ford	476657/1	2404031	259190	3/20/2024	682.84
Heller Ford Total					682.84
Henderson, Rachel Elizabeth	MILES202402	(blank)	258983	3/20/2024	112.16
Henderson, Rachel Elizabeth Total					112.16
Hensley, Audrey Jo	MILES202402	(blank)	258984	3/20/2024	64.25
Hensley, Audrey Jo Total					64.25
Heritage Machine & Welding Inc		51152 2404095	259191	3/20/2024	36.99
Heritage Machine & Welding Inc Total					36.99
Hermes Service & Sales		301325 2404068	259192	3/20/2024	5,201.00
Hermes Service & Sales Total					5,201.00
Hernandez, Elisabeth A	02FF762B-0002	2404104	259193	3/20/2024	50.00
Hernandez, Elisabeth A Total					50.00
Herren, Kelly Lynn	MILES202401	(blank)	258985	3/20/2024	47.17
	MILES202402	(blank)	258985	3/20/2024	64.86
Herren, Kelly Lynn Total					112.03
Highland, Abby Elizabeth	Reimbursement	2403959	259194	3/20/2024	25.00
Highland, Abby Elizabeth Total					25.00
Hinthorne, Diane Kay	MILES202402	(blank)	258986	3/20/2024	98.02
Hinthorne, Diane Kay Total					98.02
Hitchins, Tracy Lynn	MILES202402	(blank)	258987	3/20/2024	23.18
Hitchins, Tracy Lynn Total					23.18
Hoban, Lorelai	VOLLEYBALL	2404106	259195	3/20/2024	48.22
Hoban, Lorelai Total					48.22
Hohulin Bro Fence Co,Ltd	24086TH	2404151	259196	3/20/2024	700.00
Hohulin Bro Fence Co,Ltd Total					700.00
Holt Supply Company		3438102 2404152	259197	3/20/2024	43.90
		3436016 2403906	259197	3/20/2024	5.38
Holt Supply Company Total					49.28
Hopper, Daniele A	Reimburse science sp	2403987	259198	3/20/2024	3.98
Hopper, Daniele A Total					3.98
Houchin, Patricia L	MILES202402	(blank)	258988	3/20/2024	76.31
Houchin, Patricia L Total					76.31
Hudson Municipal Water	STNT02162024	2400008	258989	3/20/2024	266.44
Hudson Municipal Water Total					266.44
Hutson, Cally L	MILES202401	(blank)	258990	3/20/2024	120.06
	MILES202402	(blank)	258990	3/20/2024	172.79
Hutson, Cally L Total					292.85

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Ideal Environmental Engineering, In	63512	2404025	259199	3/20/2024	1,355.38
Ideal Environmental Engineering, In Total					1,355.38
Interstate All Battery Center	1.9004E+12	2404023	259200	3/20/2024	63.89
	1.9004E+12	2403833	259200	3/20/2024	194.25
	1.9004E+12	2403833	259200	3/20/2024	95.40
	1.9004E+12	2404023	259200	3/20/2024	44.10
Interstate All Battery Center Total					397.64
Interstate Billing Serv, Inc	3036136480	2403948	259201	3/20/2024	155.00
	3036050872	2403948	259201	3/20/2024	240.00
	3035865270	2403832	259201	3/20/2024	258.90
	3035950104	2403832	259201	3/20/2024	10.74
Interstate Billing Serv, Inc Total					664.64
J Spencer Construction Llc	2058	2403836	259202	3/20/2024	714.00
J Spencer Construction Llc Total					714.00
J W Pepper & Sons Incorp	365997551	2404162	259203	3/20/2024	12.99
	365946258	2404162	259203	3/20/2024	13.94
	365933864	2404162	259203	3/20/2024	64.99
	365919825	2404162	259203	3/20/2024	163.70
	365922192	2404162	259203	3/20/2024	49.99
J W Pepper & Sons Incorp Total					305.61
Jerome, Ruth H	MILES202402	(blank)	258991	3/20/2024	26.13
Jerome, Ruth H Total					26.13
Jes & Sons 2-Way, Llc	92131	2302605	259204	3/20/2024	747.00
	92111	2302605	259204	3/20/2024	7,643.00
Jes & Sons 2-Way, Llc Total					8,390.00
Johnson Controls Fire Protection Lp	51701284	2404078	259205	3/20/2024	1,068.16
	51671988	2403890	259205	3/20/2024	977.14
	51664995	2403890	259205	3/20/2024	818.36
Johnson Controls Fire Protection Lp Total					2,863.66
Johnstone Supply	7005322	2404067	259206	3/20/2024	2,670.90
	7005205	2404067	259206	3/20/2024	118.28
	7004991	2403905	259206	3/20/2024	31.48
	7004999	2403905	259206	3/20/2024	132.71
	7004660	2403905	259206	3/20/2024	631.12
Johnstone Supply Total					3,584.49
Jones, Amy L	MILES202401	(blank)	258992	3/20/2024	15.68
	MILES202402	(blank)	258992	3/20/2024	36.58
Jones, Amy L Total					52.26
Jostens, Inc	N003253162	2404026	259207	3/20/2024	253.45
	33200084	2404008	259207	3/20/2024	12.50
Jostens, Inc Total					265.95
Kaeb Sanitary Supply Inc.	220670	2404148	259208	3/20/2024	322.44
	220528	2403847	259208	3/20/2024	538.92
Kaeb Sanitary Supply Inc. Total					861.36
Kaufman, Trevor Allen	Reimburse fuel	2403814	259209	3/20/2024	163.37
Kaufman, Trevor Allen Total					163.37

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Keagle, Michael P	CLOTHING ALLOW	2404133	259210	3/20/2024	189.96
Keagle, Michael P Total					189.96
Kennell, Sharon	MILES202401	(blank)	258993	3/20/2024	63.92
	MILES202402	(blank)	258993	3/20/2024	82.95
Kennell, Sharon Total					146.87
Ken'S Oil Service, Inc.	K541466	2403815	259211	3/20/2024	2,804.00
	943959	2403815	259211	3/20/2024	24,591.00
	K541428	2403815	259211	3/20/2024	2,583.54
	K541040	2403815	259211	3/20/2024	921.79
	K541244	2403815	259211	3/20/2024	2,343.92
	943273	2403815	259211	3/20/2024	20,316.00
Ken'S Oil Service, Inc. Total					53,560.25
Keyser, Chelsea	MILES202402	(blank)	258994	3/20/2024	28.48
Keyser, Chelsea Total					28.48
Klokkenga, Kathryn Elizabeth	Reimburse Walmart	2404007	259212	3/20/2024	127.74
Klokkenga, Kathryn Elizabeth Total					127.74
Kloster, Heather Ann	MILES202312	(blank)	258995	3/20/2024	37.34
	MILES202401	(blank)	258995	3/20/2024	49.18
	MILES202402	(blank)	258995	3/20/2024	45.63
Kloster, Heather Ann Total					132.15
Knollenberg, Holly N	MILES202402	(blank)	258996	3/20/2024	92.93
Knollenberg, Holly N Total					92.93
Kone Inc	871299112	2404079	259213	3/20/2024	1,023.06
Kone Inc Total					1,023.06
Kotowski, Linda Jo	MILES202402	(blank)	258997	3/20/2024	94.20
Kotowski, Linda Jo Total					94.20
Kraft, Mackenzie	MILES202402	(blank)	258998	3/20/2024	215.74
Kraft, Mackenzie Total					215.74
Kuta Software Llc	30556	2404035	259214	3/20/2024	2,960.00
Kuta Software Llc Total					2,960.00
Kutemeier, Andrew M	MILES20240102	(blank)	258999	3/20/2024	19.16
Kutemeier, Andrew M Total					19.16
Lambolely, Michelle Marie	MILES202309	(blank)	259000	3/20/2024	61.64
	MILES202310	(blank)	259000	3/20/2024	44.67
	MILES202311	(blank)	259000	3/20/2024	19.78
	MILES202312	(blank)	259000	3/20/2024	60.13
	MILES202401	(blank)	259000	3/20/2024	27.94
	MILES202402	(blank)	259000	3/20/2024	79.06
Lambolely, Michelle Marie Total					293.22
Lehr, Margaret Ambrose Legates	MILES202402	(blank)	259001	3/20/2024	86.83
Lehr, Margaret Ambrose Legates Total					86.83
Lenovo Inc.	6467237254	2403587	259002	3/20/2024	89,790.00
Lenovo Inc. Total					89,790.00
Leverton, Doris Melinda	259854573	2404114	259003	3/20/2024	13.45

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Leverton, Doris Melinda Total					13.45
Lighty, Bernadette Panganiban	MILES202402	(blank)	259004	3/20/2024	54.94
Lighty, Bernadette Panganiban Total					54.94
Lincoln Prairie Behavioral Health C	2021-19615	2403970	259005	3/20/2024	150.00
	2021-19598	2403965	259005	3/20/2024	300.00
	202119577	2403841	259005	3/20/2024	400.00
Lincoln Prairie Behavioral Health C Total					850.00
Linde Gas & Equipment Inc.	41258847	2403904	259006	3/20/2024	92.41
	41271909	2403904	259006	3/20/2024	157.85
	41272093	2403904	259006	3/20/2024	268.33
	41114563	2403904	259006	3/20/2024	44.80
	40996713	2403818	259006	3/20/2024	7.50
	40660343	2404066	259006	3/20/2024	157.85
	40147530	2404066	259006	3/20/2024	260.61
	40146875	2404183	259006	3/20/2024	153.69
Linde Gas & Equipment Inc. Total					1,143.04
Love, Mackenzie	MILES202402.	(blank)	259007	3/20/2024	92.26
Love, Mackenzie Total					92.26
Ludwig, Joseph Tony	V394957	2403966	259008	3/20/2024	280.00
Ludwig, Joseph Tony Total					280.00
Lunzer, Janine	MILES202402	(blank)	259009	3/20/2024	44.09
Lunzer, Janine Total					44.09
Mace, Michael A	V734793	2403956	259010	3/20/2024	62.96
Mace, Michael A Total					62.96
Mann, Sylvie	V737807	2403925	259011	3/20/2024	22.54
Mann, Sylvie Total					22.54
Mattson, Rachel	CONF020902102024	(blank)	259012	3/20/2024	886.55
Mattson, Rachel Total					886.55
Mc Lean County Glass & Mirror, Inc	57975	2404062	259013	3/20/2024	529.00
	57951	2403899	259013	3/20/2024	72.30
Mc Lean County Glass & Mirror, Inc Total					601.30
Mc Master-Carr Supply Co	22977171	2404065	259014	3/20/2024	117.41
	22979426	2404065	259014	3/20/2024	89.89
	22987039	2404065	259014	3/20/2024	681.05
	22903320	2404065	259014	3/20/2024	1,097.09
	22420545	2403901	259014	3/20/2024	386.40
Mc Master-Carr Supply Co Total					2,371.84
Menken, Kaleigh	MILES20201	(blank)	259015	3/20/2024	24.39
	MILES20202	(blank)	259015	3/20/2024	30.95
Menken, Kaleigh Total					55.34
Metro Fibernet Llc	STMT202403	2404091	259219	3/20/2024	7,075.97
Metro Fibernet Llc Total					7,075.97
Midwest Construction Rentals	199940-1	2404146	259016	3/20/2024	1,701.75
	200261-1	2404146	259016	3/20/2024	69.00
	198895-1	2404063	259016	3/20/2024	2,063.75

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Midwest Construction Rentals	w6984/1	2404063	259016	3/20/2024	482.00
Midwest Construction Rentals Total					4,316.50
Midwest Equipment li	718779	2404147	259017	3/20/2024	39.64
	718791	2404147	259017	3/20/2024	423.45
	716948	2404064	259017	3/20/2024	8.97
	716851	2404064	259017	3/20/2024	20.23
	716666	2404064	259017	3/20/2024	444.39
Midwest Equipment li Total					1,466.92
Midwest Mailing & Shipping Systems,	P108814	2403973	259018	3/20/2024	432.00
Midwest Mailing & Shipping Systems, Total					432.00
Mier, Angela M	MILES202402	(blank)	259019	3/20/2024	40.54
Mier, Angela M Total					40.54
Miller Janitor Supply Co.	114350	2404022	259020	3/20/2024	6,739.78
	114188	2404022	259020	3/20/2024	3,534.84
	113579	2403889	259020	3/20/2024	706.82
Miller Janitor Supply Co. Total					10,981.44
Miller, Hall & Triggs Law Offices	STMT239	2404157	259021	3/20/2024	1,100.00
Miller, Hall & Triggs Law Offices Total					1,100.00
Modglin, Margaret Kathleen	MILES202401	(blank)	259022	3/20/2024	17.55
	MILES202402	(blank)	259022	3/20/2024	36.85
Modglin, Margaret Kathleen Total					54.40
Moore, Burlinda	MILES202401	(blank)	259023	3/20/2024	139.36
	MILES202402	(blank)	259023	3/20/2024	165.49
Moore, Burlinda Total					304.85
Motion Industries, Inc	IL66-01030632	2404054	259024	3/20/2024	58.05
	IL66-01024496	2403903	259024	3/20/2024	15.08
Motion Industries, Inc Total					73.13
Mueller, Katie	V787527	2403990	259025	3/20/2024	720.00
Mueller, Katie Total					720.00
Myers, Gabriel	MILES202401	(blank)	259026	3/20/2024	29.48
	MILES202402	(blank)	259026	3/20/2024	42.88
Myers, Gabriel Total					72.36
Nelco	8943845	2403982	259027	3/20/2024	108.75
Nelco Total					108.75
Neumann, Kara C	MILES202401	(blank)	259028	3/20/2024	30.15
	MILES202402	(blank)	259028	3/20/2024	27.34
Neumann, Kara C Total					57.49
Nicor Gas	V779028	2400005	259220	3/20/2024	1,476.91
	V806545	2400005	259220	3/20/2024	370.59
	V932249	2400005	259220	3/20/2024	86.57
	V302998	2400005	259220	3/20/2024	3,807.15
Nicor Gas Total					5,741.22
Nicolanci, Julie M	MILES202312	(blank)	259029	3/20/2024	17.69
	MILES202401	(blank)	259029	3/20/2024	24.12

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Nicolanci, Julie M	MILES202402	(blank)	259029	3/20/2024	37.52
Nicolanci, Julie M Total					79.33
Nord Outdoor Power Corp	P02982	2403898	259030	3/20/2024	28.53
Nord Outdoor Power Corp Total					28.53
Nord, Allison K	MILES202402	(blank)	259031	3/20/2024	51.05
Nord, Allison K Total					51.05
Nybakke Vacuum Shop, Inc	022624-3	2404028	259032	3/20/2024	57.98
Nybakke Vacuum Shop, Inc Total					57.98
O'Connell, Yolanda M	MILES202402	(blank)	259033	3/20/2024	173.93
O'Connell, Yolanda M Total					173.93
Ohrwall, Mark A	MILES202402	(blank)	259034	3/20/2024	15.01
Ohrwall, Mark A Total					15.01
Osf Occupational Health	00197201-00	2404096	259035	3/20/2024	800.00
Osf Occupational Health Total					800.00
Palacio, Elisa C	V986309	2404132	259036	3/20/2024	45.00
Palacio, Elisa C Total					45.00
Papa Murphy'S	STMT IL4/1215/2023	2403992	259037	3/20/2024	7,166.00
Papa Murphy'S Total					7,166.00
Parton, Thomas	STMT03112024	2404121	259038	3/20/2024	1,950.00
Parton, Thomas Total					1,950.00
Parts Town, Llc	2101893062	2404145	259039	3/20/2024	80.09
	2101794049	2404056	259039	3/20/2024	258.10
	2101841842	2404056	259039	3/20/2024	932.97
	2101816354	2404056	259039	3/20/2024	1,095.29
	210186355	2404056	259039	3/20/2024	70.11
	2101781797	2404056	259039	3/20/2024	57.18
	2101768966	2404056	259039	3/20/2024	861.05
	2101353486	2404056	259039	3/20/2024	635.70
2101341189	2404056	259039	3/20/2024	305.97	
Parts Town, Llc Total					4,296.46
Pavilion	McLean0226	2403938	259040	3/20/2024	396.00
Pavilion Total					396.00
Peebles, Gwen	MILES202402	(blank)	259041	3/20/2024	103.31
Peebles, Gwen Total					103.31
Pepsi Cola General Bot, Inc	35692201	2404194	259042	3/20/2024	2,566.95
	29987455	2404194	259042	3/20/2024	332.40
	29450902	2403993	259042	3/20/2024	1,937.90
	34916058	2403993	259042	3/20/2024	277.00
	33490253	2403993	259042	3/20/2024	332.40
	33844805	2403993	259042	3/20/2024	277.00
Pepsi Cola General Bot, Inc Total					5,723.65
Peters, Austin Charles	MILES202401	(blank)	259043	3/20/2024	85.36
	MILES202402	(blank)	259043	3/20/2024	115.84
Peters, Austin Charles Total					201.20

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Petersen, Jamith L G	MILES202402	(blank)	259044	3/20/2024	20.97	
Petersen, Jamith L G Total					20.97	
Phillips, Kristal Rae	MILES20230812	(blank)	259045	3/20/2024	60.19	
Phillips, Kristal Rae Total					60.19	
Pioneer Valley Books	Q208210	2404163	259046	3/20/2024	895.69	
	Q208189	2404164	259046	3/20/2024	721.60	
	Q207918	2403981	259046	3/20/2024	486.20	
	Q207919	2403983	259046	3/20/2024	404.25	
Pioneer Valley Books Total					2,507.74	
Pipco Companies, Ltd		67279	2404080	259047	3/20/2024	1,895.00
Pipco Companies, Ltd Total					1,895.00	
PMA Securities LLC	INV20408	2403969	259048	3/20/2024	2,000.00	
PMA Securities LLC Total					2,000.00	
Prairie Farms Dairy Inc	STMT202402	2403995	259049	3/20/2024	43,557.88	
Prairie Farms Dairy Inc Total					43,557.88	
Professional Electric Motor Repair		74395	2404144	259050	3/20/2024	107.27
		74373	2404053	259050	3/20/2024	57.86
Professional Electric Motor Repair Total					165.13	
Pruitt, Katelyn	MILES202402	(blank)	259051	3/20/2024	11.75	
Pruitt, Katelyn Total					11.75	
Quadient Leasing Usa, Inc.	Q1156114	2404100	259052	3/20/2024	318.57	
Quadient Leasing Usa, Inc. Total					318.57	
Quality Truck Equipment	0102P63262	2403897	259053	3/20/2024	230.58	
Quality Truck Equipment Total					230.58	
Quill Corporation		37270562	2404029	259054	3/20/2024	40.73
Quill Corporation Total					40.73	
Raglan, Melissa N	MILES202402	(blank)	259055	3/20/2024	184.59	
Raglan, Melissa N Total					184.59	
Ratcliffe, Jeffery Allen	V23936	2403846	259056	3/20/2024	10.18	
Ratcliffe, Jeffery Allen Total					10.18	
Reading Reading Books, Llc	QN7025	2404168	259057	3/20/2024	241.24	
Reading Reading Books, Llc Total					241.24	
Rech, Rudolph C	V104293	2404135	259058	3/20/2024	100.00	
Rech, Rudolph C Total					100.00	
Republic Services - #368	0368-001094088.	2403844	259059	3/20/2024	224.53	
Republic Services - #368 Total					224.53	
Richards Building Supply Co	053-0007101303-001	2404143	259060	3/20/2024	33.38	
	053-007110493-001	2404143	259060	3/20/2024	67.34	
	053-0006991360-001	2404051	259060	3/20/2024	376.41	
	053-0006999987-001	2404051	259060	3/20/2024	4,863.00	
Richards Building Supply Co Total					5,340.13	
Rigali, Michael Christopher	V46125	2404115	259061	3/20/2024	39.95	

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Rigali, Michael Christopher Total					39.95
Robbins, Marsha L	MILES202402	(blank)	259062	3/20/2024	25.46
Robbins, Marsha L Total					25.46
Rodney's Raptors, Inc.	0425NHS	2404083	259063	3/20/2024	250.00
Rodney's Raptors, Inc. Total					250.00
Rogers Supply Company Inc		12995 2403896	259064	3/20/2024	18.05
Rogers Supply Company Inc Total					18.05
Rohde, Molly	MILES202402	(blank)	259065	3/20/2024	13.67
Rohde, Molly Total					13.67
Rp Lumber Company, Inc		2109936 2404052	259066	3/20/2024	334.72
		2107120 2404052	259066	3/20/2024	111.97
		2081453 2404052	259066	3/20/2024	403.91
		2048605 2403895	259066	3/20/2024	92.71
Rp Lumber Company, Inc Total					943.31
S & S Builders Hardware Co		581435 2404141	259067	3/20/2024	204.12
		581103 2404048	259067	3/20/2024	3,111.40
		580949 2403893	259067	3/20/2024	3,796.00
		581104 2403893	259067	3/20/2024	2,425.00
		580652 2403893	259067	3/20/2024	2,839.20
S & S Builders Hardware Co Total					12,375.72
Salyer, Tisa Marie	MILES202402	(blank)	259068	3/20/2024	60.30
Salyer, Tisa Marie Total					60.30
Schmidt, Therese F	MILES202402	(blank)	259069	3/20/2024	237.92
Schmidt, Therese F Total					237.92
Scholastic Inc Education	V763042	2403941	259221	3/20/2024	26,093.34
Scholastic Inc Education Total					26,093.34
School Specialty		2.08134E+11 2403783	259070	3/20/2024	57.30
School Specialty Total					57.30
Scott, Robert W	MILES202402	(blank)	259071	3/20/2024	45.69
Scott, Robert W Total					45.69
Seibert, Amanda Rae	V651750	2404000	259072	3/20/2024	46.77
Seibert, Amanda Rae Total					46.77
Select Screen Prints		63075 2403772	259073	3/20/2024	176.00
Select Screen Prints Total					176.00
Shanks, Katherine Alice	V176952	2404117	259074	3/20/2024	236.87
Shanks, Katherine Alice Total					236.87
Sheppelman, Dawn Demlow	MILES202402	(blank)	259075	3/20/2024	115.78
Sheppelman, Dawn Demlow Total					115.78
Soliant Health, LLC		20902952 2404093	259076	3/20/2024	3,750.00
		20895921 2403944	259076	3/20/2024	3,000.00
		20889555 2403842	259076	3/20/2024	3,500.00
Soliant Health, LLC Total					10,250.00

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Soliday, Mackenzie	MILES202401	(blank)	259077	3/20/2024	16.15
	MILES202402	(blank)	259077	3/20/2024	21.64
Soliday, Mackenzie Total					37.79
Sound Connections, PLLC		49 2403996	259078	3/20/2024	2,542.50
Sound Connections, PLLC Total					2,542.50
Springfield Electric	S010673822 001	2404050	259079	3/20/2024	1,050.00
	S010700309 001	2403961	259079	3/20/2024	502.14
Springfield Electric Total					1,552.14
Stanton, Kylie	V646911	2404108	259080	3/20/2024	48.22
Stanton, Kylie Total					48.22
State of IL Fire Marshall/Elevators	5125142441	2403845	259081	3/20/2024	125.00
State of IL Fire Marshall/Elevators Total					125.00
Stegemann, Eric S	V846730	2403960	259082	3/20/2024	33.48
Stegemann, Eric S Total					33.48
Stratus Networks, Inc.	203313	2403963	259083	3/20/2024	331.91
Stratus Networks, Inc. Total					331.91
Sunbelt Rentals Inc	149716091-0001	2404049	259084	3/20/2024	2,792.56
Sunbelt Rentals Inc Total					2,792.56
Swann Special Care Center	STMT01312024	2403939	259085	3/20/2024	8,041.11
	STMT02292024	2403939	259085	3/20/2024	7,658.20
Swann Special Care Center Total					15,699.31
Teaching Strategies, Inc	Q-272033	2404127	259086	3/20/2024	22,325.00
Teaching Strategies, Inc Total					22,325.00
Team Automotive And Tire	7833096	2404033	259087	3/20/2024	437.61
	7833199	2404033	259087	3/20/2024	155.30
	101919	2403949	259215	3/20/2024	161.24
	7832359	2404033	259087	3/20/2024	221.62
	7833087	2404033	259087	3/20/2024	2,380.53
	7833181	2404033	259087	3/20/2024	943.61
	7833110	2404033	259087	3/20/2024	1,993.00
	7832962	2404033	259087	3/20/2024	4,878.67
	7833106	2404033	259087	3/20/2024	1,236.72
	7833060	2404033	259087	3/20/2024	77.39
	7833078	2404033	259087	3/20/2024	96.20
	7833079	2404033	259087	3/20/2024	53.33
	303778	2404182	259087	3/20/2024	40.00
	7833022	2404033	259087	3/20/2024	96.20
	303723	2404187	259087	3/20/2024	40.00
	7832902	2404033	259087	3/20/2024	1,464.38
	7832990	2404033	259087	3/20/2024	174.23
303506	2404187	259087	3/20/2024	40.00	
303471	2404182	259087	3/20/2024	40.00	
7832824	2404033	259087	3/20/2024	1,794.84	
Team Automotive And Tire Total					16,324.87
The Copy Shop	44	2403976	259216	3/20/2024	725.00
	9822	2403976	259216	3/20/2024	129.00
The Copy Shop Total					854.00

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The Music Shoppe, Inc	3650368	2404010	259088	3/20/2024	1,109.47
	3592121	2403642	259088	3/20/2024	66.00
The Music Shoppe, Inc Total					1,175.47
The Traffic Sign Store	T23726	2404046	259089	3/20/2024	50.00
The Traffic Sign Store Total					50.00
Thoennes, Lisa A	MILES202402	(blank)	259090	3/20/2024	53.47
Thoennes, Lisa A Total					53.47
Thomas, Lauren	V460603	2404111	259091	3/20/2024	96.44
Thomas, Lauren Total					96.44
Tk Elevator Corp	6000702199	2404170	259092	3/20/2024	460.00
Tk Elevator Corp Total					460.00
Touchtone Communications	3303662	2400013	259093	3/20/2024	518.47
Touchtone Communications Total					518.47
Towanda Water Department	STMT02292024	2400009	259094	3/20/2024	287.48
Towanda Water Department Total					287.48
Town Of Normal - Utility Billing	STMT03082024	2400010	259222	3/20/2024	27,178.89
Town Of Normal - Utility Billing Total					27,178.89
Trane U.S. Inc.	45371	2404199	259095	3/20/2024	31,417.00
	16183062	2403892	259095	3/20/2024	585.39
	314223468	2404081	259095	3/20/2024	6,934.00
Trane U.S. Inc. Total					38,936.39
Traynor, Grace M	V445688	2404129	259096	3/20/2024	112.16
Traynor, Grace M Total					112.16
Trimpe, Rebecca Mary	V352471	2404105	259097	3/20/2024	48.22
Trimpe, Rebecca Mary Total					48.22
Turcotte, Briana L	MILES202402	(blank)	259098	3/20/2024	193.63
Turcotte, Briana L Total					193.63
Turf Tank	34001	2401889	259099	3/20/2024	10,000.00
	34007	2401889	259099	3/20/2024	10,000.00
Turf Tank Total					20,000.00
Typing.Com Llc	4.9764E+18	2404124	259100	3/20/2024	6,840.00
Typing.Com Llc Total					6,840.00
Uline	175124558	2404045	259101	3/20/2024	1,366.84
	173346861	2404128	259101	3/20/2024	14,320.00
		2404173	259101	3/20/2024	214.26
Uline Total					15,901.10
Unit 5 Decker Industries	195	2404014	259102	3/20/2024	50.00
Unit 5 Decker Industries Total					50.00
Unit 5 Music Parents	V169136	2404090	259223	3/20/2024	835.00
Unit 5 Music Parents Total					835.00
Unit 5 Vocational Training Ctr/Deck	HOOSLAM202401	2403469	259103	3/20/2024	140.50
Unit 5 Vocational Training Ctr/Deck Total					140.50

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Us Mechanical Services, Inc	26980	2403855	259104	3/20/2024	3,947.20
Us Mechanical Services, Inc Total					3,947.20
Van De Loo, Daria T	V966006	2403968	259122	3/20/2024	59.84
Van De Loo, Daria T Total					59.84
Van Gundy Agency, Inc	603329	2404086	259105	3/20/2024	1,646.00
	603321	2404086	259105	3/20/2024	1,789.00
Van Gundy Agency, Inc Total					3,435.00
Vanguard Energy Services, Llc	G404551031124	2400004	259106	3/20/2024	32,065.21
Vanguard Energy Services, Llc Total					32,065.21
Village Of Carlock.	6605	2400012	259107	3/20/2024	115.13
Village Of Carlock. Total					115.13
Voeghtly, Elijah D	MILES202402	(blank)	259108	3/20/2024	284.62
Voeghtly, Elijah D Total					284.62
Vogelsang, Claye R	MILES202402	(blank)	259109	3/20/2024	220.36
Vogelsang, Claye R Total					220.36
Walker, Karen L	MILES202402	(blank)	259110	3/20/2024	102.51
Walker, Karen L Total					102.51
Ward Industrial Equipment Llc	3485	2404043	259111	3/20/2024	532.62
	3486	2404043	259111	3/20/2024	100.00
	3487	2404043	259111	3/20/2024	100.00
	21424	2403975	259111	3/20/2024	158.18
	21324	2403975	259111	3/20/2024	158.18
Ward Industrial Equipment Llc Total					1,048.98
Weber, David Jonathan	V59932	2404118	259112	3/20/2024	213.84
Weber, David Jonathan Total					213.84
Weldstar Company	2257938	2404097	259113	3/20/2024	475.50
	2258010	2404097	259113	3/20/2024	24.30
Weldstar Company Total					499.80
Western Avenue Comm Center	1148	2403971	259114	3/20/2024	120.00
Western Avenue Comm Center Total					120.00
Wheeler, Samuel James	MILES202402	(blank)	259115	3/20/2024	159.33
Wheeler, Samuel James Total					159.33
Williams, Cameo	V149222	2403435	259116	3/20/2024	79.82
Williams, Cameo Total					79.82
Winchester, Katie Ann	MILES202312	(blank)	259117	3/20/2024	23.28
	MILES20240102	(blank)	259117	3/20/2024	55.48
	MILES20230809	(blank)	259117	3/20/2024	47.88
	MILES20231011	(blank)	259117	3/20/2024	51.22
Winchester, Katie Ann Total					177.86
Winsupply	363546 01	2404044	259118	3/20/2024	64.88
Winsupply Total					64.88
Woock, Hailey N	V244699	2403434	259119	3/20/2024	100.00

Expenditure Summary Report

From Date: 3/20/2024
To Date: 3/20/2024

Vendor	Invoice	PO No.	Check No.	Check Date	Amount
Woock, Hailey N Total					100.00
Zimmerman, Claire Christine	MILES202402	(blank)	259120	3/20/2024	202.14
Zimmerman, Claire Christine Total					202.14
Zink, Laura Susanne	MILES202402	(blank)	259121	3/20/2024	79.33
Zink, Laura Susanne Total					79.33
Grand Total					1,101,610.16

Expenditure Summary Report

From Date: 3/20/2024
To Date: 3/20/2024

Fund	Amount
10	617,368.48
20	319,103.31
30	22,000.00
40	71,445.62
80	31,454.75
90	40,238.00
Grand Total	1,101,610.16

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report As of 12/31/2023

Fiscal Year: 2023-2024

ASSETS

Educational Fund	
Cash (+)	\$16,983,956.27
Other Assets (+)	\$3,887.89
Sub-total : Educational Fund	\$16,987,844.16
Operations & Maintenance Fund	
Cash (+)	\$580,747.38
Other Assets (+)	\$2,783.25
Sub-total : Operations & Maintenance Fund	\$583,530.63
Debt Service Fund	
Cash (+)	\$15,016,924.66
Sub-total : Debt Service Fund	\$15,016,924.66
Transportation Fund	
Cash (+)	\$678,546.79
Sub-total : Transportation Fund	\$678,546.79
Social Security Fund	
Cash (+)	\$1,267,647.80
Sub-total : Social Security Fund	\$1,267,647.80
Municiple Retirement Fund	
Cash (+)	\$1,835,830.15
Sub-total : Municiple Retirement Fund	\$1,835,830.15
Working Cash Fund	
Cash (+)	\$21,234,957.80
Investments (+)	\$43,304,648.15
Sub-total : Working Cash Fund	\$64,539,605.95
Tort Immunity Fund	
Cash (+)	\$118,008.02
Sub-total : Tort Immunity Fund	\$118,008.02
Life Safety Fund	
Cash (+)	\$317,871.14
Sub-total : Life Safety Fund	\$317,871.14
Total : ASSETS	\$101,345,809.30

LIABILITIES

Educational Fund	
Payroll Withholdings (+)	\$2,904,464.09
Other Liabilities (+)	\$51,996.79
Sub-total : Educational Fund	\$2,956,460.88
Operations & Maintenance Fund	

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report As of 12/31/2023

Fiscal Year: 2023-2024

Payroll Withholdings (+)	\$28,494.87
Other Liabilities (+)	\$311.43
Sub-total : Operations & Maintenance Fund	<u>\$28,806.30</u>
Transportation Fund	
Payroll Withholdings (+)	\$875.16
Sub-total : Transportation Fund	<u>\$875.16</u>
Social Security Fund	
Payroll Withholdings (+)	(\$104.42)
Sub-total : Social Security Fund	<u>(\$104.42)</u>
Municiple Retirement Fund	
Payroll Withholdings (+)	\$151,278.75
Sub-total : Municiple Retirement Fund	<u>\$151,278.75</u>
Tort Immunity Fund	
Payroll Withholdings (+)	\$4,551.46
Sub-total : Tort Immunity Fund	<u>\$4,551.46</u>
Life Safety Fund	
Other Liabilities (+)	\$351.00
Sub-total : Life Safety Fund	<u>\$351.00</u>
Total : LIABILITIES	<u>\$3,142,219.13</u>
FUND BALANCE	
Educational Fund	
Fund Balance (+)	\$18,288,558.15
Sub-total : Educational Fund	<u>\$18,288,558.15</u>
Operations & Maintenance Fund	
Fund Balance (+)	\$1,331,198.69
Sub-total : Operations & Maintenance Fund	<u>\$1,331,198.69</u>
Debt Service Fund	
Fund Balance (+)	\$18,593,885.89
Sub-total : Debt Service Fund	<u>\$18,593,885.89</u>
Transportation Fund	
Fund Balance (+)	\$1,525,971.40
Sub-total : Transportation Fund	<u>\$1,525,971.40</u>
Social Security Fund	
Fund Balance (+)	\$1,339,217.52
Sub-total : Social Security Fund	<u>\$1,339,217.52</u>
Municiple Retirement Fund	
Fund Balance (+)	\$1,452,347.51

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report As of 12/31/2023

Fiscal Year: 2023-2024

Sub-total : Municiple Retirement Fund	\$1,452,347.51
Working Cash Fund	
Fund Balance (+)	\$63,416,170.15
Sub-total : Working Cash Fund	\$63,416,170.15
Tort Immunity Fund	
Fund Balance (+)	\$731,430.37
Sub-total : Tort Immunity Fund	\$731,430.37
Life Safety Fund	
Fund Balance (+)	\$560,181.76
Sub-total : Life Safety Fund	\$560,181.76
NET CHANGE IN FUND BALANCE	
NET CHANGE IN FUND BALANCE (+)	(\$9,035,371.27)
Sub-total : NET CHANGE IN FUND BALANCE	(\$9,035,371.27)
Total : FUND BALANCE	\$98,203,590.17
Total LIABILITIES + FUND BALANCE	\$101,345,809.30

End of Report

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report For the Period 12/01/2023 through 12/31/2023

Fiscal Year: 2023-2024

	<u>12/01/2023 - 12/31/2023</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
REVENUE COLLECTED					
Educational Fund					
Local Sources (+)	\$631,857.22	\$38,794,659.09	\$81,342,926.00	\$42,548,266.91	47.7%
State Sources (+)	\$2,256,859.38	\$12,705,869.19	\$26,758,463.72	\$14,052,594.53	47.5%
Federal Sources (+)	\$124,946.76	\$6,854,088.43	\$15,647,849.00	\$8,793,760.57	43.8%
Sub-total : Educational Fund	\$3,013,663.36	\$58,354,616.71	\$123,749,238.72	\$65,394,622.01	47.2%
Operations & Maintenance Fund					
Local Sources (+)	\$41,338.13	\$6,373,788.90	\$13,456,327.00	\$7,082,538.10	47.4%
State Sources (+)	\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.0%
Sub-total : Operations & Maintenance Fund	\$41,338.13	\$6,373,788.90	\$13,506,327.00	\$7,132,538.10	47.2%
Debt Service Fund					
Local Sources (+)	\$44,846.04	\$17,699,947.52	\$36,586,134.00	\$18,886,186.48	48.4%
Sub-total : Debt Service Fund	\$44,846.04	\$17,699,947.52	\$36,586,134.00	\$18,886,186.48	48.4%
Transportation Fund					
Local Sources (+)	\$6,978.54	\$2,402,153.51	\$5,165,618.00	\$2,763,464.49	46.5%
State Sources (+)	\$0.00	\$3,044,740.45	\$5,933,066.55	\$2,888,326.10	51.3%
Federal Sources (+)	\$0.00	\$0.00	\$400,000.00	\$400,000.00	0.0%
Sub-total : Transportation Fund	\$6,978.54	\$5,446,893.96	\$11,498,684.55	\$6,051,790.59	47.4%
Social Security Fund					
Local Sources (+)	\$26,955.94	\$1,407,138.85	\$2,885,396.00	\$1,478,257.15	48.8%
Sub-total : Social Security Fund	\$26,955.94	\$1,407,138.85	\$2,885,396.00	\$1,478,257.15	48.8%
Municiple Retirement Fund					
Local Sources (+)	\$5,701.56	\$1,094,870.13	\$2,237,703.00	\$1,142,832.87	48.9%
Sub-total : Municiple Retirement Fund	\$5,701.56	\$1,094,870.13	\$2,237,703.00	\$1,142,832.87	48.9%
Working Cash Fund					
Local Sources (+)	\$70,475.06	\$1,123,435.80	\$2,136,404.00	\$1,012,968.20	52.6%
Sub-total : Working Cash Fund	\$70,475.06	\$1,123,435.80	\$2,136,404.00	\$1,012,968.20	52.6%
Tort Immunity Fund					
Local Sources (+)	\$4,276.37	\$2,909,964.78	\$6,179,383.00	\$3,269,418.22	47.1%
Sub-total : Tort Immunity Fund	\$4,276.37	\$2,909,964.78	\$6,179,383.00	\$3,269,418.22	47.1%
Life Safety Fund					
Local Sources (+)	\$1,046.19	\$594,312.36	\$1,291,404.00	\$697,091.64	46.0%
Sub-total : Life Safety Fund	\$1,046.19	\$594,312.36	\$1,291,404.00	\$697,091.64	46.0%
Total : REVENUE COLLECTED	\$3,215,281.19	\$95,004,969.01	\$200,070,674.27	\$105,065,705.26	47.5%
EXPENDITURES PAID					
Educational Fund					
Salaries (-)	\$8,223,933.22	\$47,101,753.98	\$98,603,776.87	\$51,502,022.89	47.8%
Employee Benefits (-)	\$1,762,749.63	\$7,450,481.90	\$18,116,417.84	\$10,665,935.94	41.1%
Purchased Services (-)	\$160,028.26	\$1,178,540.28	\$3,518,212.00	\$2,339,671.72	33.5%
Supplies and Materials (-)	\$488,580.63	\$4,124,018.93	\$8,986,042.29	\$4,862,023.36	45.9%
Capital Outlay (-)	\$0.00	\$287,511.00	\$122,579.00	(\$164,932.00)	234.6%

Operating Statement with Budget

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report For the Period 12/01/2023 through 12/31/2023

Fiscal Year: 2023-2024

	<u>12/01/2023 - 12/31/2023</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Other Objects (-)	\$382,008.14	\$2,064,610.75	\$4,913,187.00	\$2,848,576.25	42.0%
Non-Capitalized Equipment (-)	\$82,140.84	\$151,598.74	\$156,928.00	\$5,329.26	96.6%
Sub-total : Educational Fund	(\$11,099,440.72)	(\$62,358,515.58)	(\$134,417,143.00)	(\$72,058,627.42)	46.4%
Operations & Maintenance Fund					
Salaries (-)	\$549,286.12	\$3,305,698.09	\$6,692,022.15	\$3,386,324.06	49.4%
Employee Benefits (-)	\$14,361.60	\$665,213.30	\$1,103,844.00	\$438,630.70	60.3%
Purchased Services (-)	\$132,366.60	\$854,011.79	\$1,430,895.00	\$576,883.21	59.7%
Supplies and Materials (-)	\$305,548.54	\$1,908,530.11	\$3,630,302.00	\$1,721,771.89	52.6%
Capital Outlay (-)	\$11,358.05	\$446,760.80	\$637,798.00	\$191,037.20	70.0%
Other Objects (-)	\$339.30	\$1,122.16	\$2,454.00	\$1,331.84	45.7%
Non-Capitalized Equipment (-)	\$0.00	\$0.00	\$1,775.00	\$1,775.00	0.0%
Sub-total : Operations & Maintenance Fund	(\$1,013,260.21)	(\$7,181,336.25)	(\$13,499,090.15)	(\$6,317,753.90)	53.2%
Debt Service Fund					
Other Objects (-)	\$6,510.60	\$21,785,983.52	\$37,218,547.47	\$15,432,563.95	58.5%
Sub-total : Debt Service Fund	(\$6,510.60)	(\$21,785,983.52)	(\$37,218,547.47)	(\$15,432,563.95)	58.5%
Transportation Fund					
Salaries (-)	\$18,063.22	\$102,544.49	\$234,718.72	\$132,174.23	43.7%
Employee Benefits (-)	\$4,350.00	\$19,734.03	\$57,919.00	\$38,184.97	34.1%
Purchased Services (-)	\$3,138,652.07	\$5,406,617.79	\$13,008,685.00	\$7,602,067.21	41.6%
Supplies and Materials (-)	\$136,278.33	\$632,130.57	\$1,669,002.00	\$1,036,871.43	37.9%
Capital Outlay (-)	\$19,140.00	\$210,213.93	\$2,777,574.47	\$2,567,360.54	7.6%
Other Objects (-)	\$0.00	\$46,608.48	\$48,224.00	\$1,615.52	96.6%
Non-Capitalized Equipment (-)	\$0.00	\$5,472.91	\$23,380.00	\$17,907.09	23.4%
Sub-total : Transportation Fund	(\$3,316,483.62)	(\$6,423,322.20)	(\$17,819,503.19)	(\$11,396,180.99)	36.0%
Social Security Fund					
Employee Benefits (-)	\$255,760.21	\$1,478,604.15	\$2,902,286.00	\$1,423,681.85	50.9%
Sub-total : Social Security Fund	(\$255,760.21)	(\$1,478,604.15)	(\$2,902,286.00)	(\$1,423,681.85)	50.9%
Municipal Retirement Fund					
Employee Benefits (-)	\$160,840.46	\$862,666.24	\$1,863,998.00	\$1,001,331.76	46.3%
Sub-total : Municipal Retirement Fund	(\$160,840.46)	(\$862,666.24)	(\$1,863,998.00)	(\$1,001,331.76)	46.3%
Tort Immunity Fund					
Salaries (-)	\$213,910.32	\$1,273,212.99	\$2,584,048.00	\$1,310,835.01	49.3%
Employee Benefits (-)	\$45,071.73	\$380,054.82	\$1,047,185.00	\$667,130.18	36.3%
Purchased Services (-)	\$1,203,890.09	\$1,605,317.24	\$2,424,054.00	\$818,736.76	66.2%
Supplies and Materials (-)	\$1,302.52	\$29,995.39	\$40,769.00	\$10,773.61	73.6%
Capital Outlay (-)	\$0.00	\$73,348.80	\$84,324.00	\$10,975.20	87.0%
Other Objects (-)	\$6,800.00	\$35,464.00	\$100,458.00	\$64,994.00	35.3%
Non-Capitalized Equipment (-)	\$0.00	\$134,469.16	\$150,000.00	\$15,530.84	89.6%
Sub-total : Tort Immunity Fund	(\$1,470,974.66)	(\$3,531,862.40)	(\$6,430,838.00)	(\$2,898,975.60)	54.9%
Life Safety Fund					
Purchased Services (-)	\$55,723.00	\$170,828.90	\$280,000.00	\$109,171.10	61.0%
Capital Outlay (-)	\$9,182.00	\$666,145.08	\$1,350,000.00	\$683,854.92	49.3%

Operating Statement with Budget

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report For the Period 12/01/2023 through 12/31/2023

Fiscal Year: 2023-2024

	<u>12/01/2023 - 12/31/2023</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Sub-total : Life Safety Fund	(\$64,905.00)	(\$836,973.98)	(\$1,630,000.00)	(\$793,026.02)	51.3%
Total : EXPENDITURES PAID	(\$17,388,175.48)	(\$104,459,264.32)	(\$215,781,405.81)	(\$111,322,141.49)	48.4%
OTHER FINANCING SOURCES (USES)					
Educational Fund					
Capital Lease Proceeds (+)	\$154,073.76	\$154,073.76	\$0.00	(\$154,073.76)	0.0%
Transfers In (+)	\$0.00	\$0.00	\$11,200,000.00	\$11,200,000.00	0.0%
Transfers Out (-)	\$6,510.60	\$407,349.76	\$558,007.11	\$150,657.35	73.0%
Sub-total : Educational Fund	\$147,563.16	(\$253,276.00)	\$10,641,992.89	\$10,895,268.89	2.4%
Operations & Maintenance Fund					
Capital Lease Proceeds (+)	\$0.00	\$132,798.00	\$132,798.00	\$0.00	100.0%
Transfers Out (-)	\$0.00	\$101,725.01	\$122,122.86	\$20,397.85	83.3%
Sub-total : Operations & Maintenance Fund	\$0.00	\$31,072.99	\$10,675.14	(\$20,397.85)	291.1%
Debt Service Fund					
Transfers In (+)	\$6,510.60	\$509,074.77	\$680,129.97	\$171,055.20	74.8%
Sub-total : Debt Service Fund	\$6,510.60	\$509,074.77	\$680,129.97	\$171,055.20	74.8%
Transportation Fund					
Capital Lease Proceeds (+)	\$0.00	\$128,128.47	\$128,128.47	\$0.00	100.0%
Transfers In (+)	\$0.00	\$0.00	\$5,149,446.00	\$5,149,446.00	0.0%
Sub-total : Transportation Fund	\$0.00	\$128,128.47	\$5,277,574.47	\$5,149,446.00	2.4%
Working Cash Fund					
Transfers Out (-)	\$0.00	\$0.00	\$16,349,446.00	\$16,349,446.00	0.0%
Sub-total : Working Cash Fund	\$0.00	\$0.00	(\$16,349,446.00)	(\$16,349,446.00)	0.0%
Tort Immunity Fund					
Proceeds From Capital Asset Disposal (+)	\$0.00	\$3,923.81	\$0.00	(\$3,923.81)	0.0%
Sub-total : Tort Immunity Fund	\$0.00	\$3,923.81	\$0.00	(\$3,923.81)	0.0%
Total : OTHER FINANCING SOURCES (USES)	\$154,073.76	\$418,924.04	\$260,926.47	(\$157,997.57)	160.6%
NET CHANGE IN FUND BALANCE	(\$14,018,820.53)	(\$9,035,371.27)	(\$15,449,805.07)	(\$6,414,433.80)	58.5%

End of Report

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Self-Funded Insurance As of 12/31/2023

Fiscal Year: 2023-2024

ASSETS

Current Assets

Cash In Bank (+) \$778,164.53

Accounts Receivable (+) \$134,748.20

Sub-total : Current Assets \$912,912.73

Total : ASSETS

\$912,912.73

LIABILITIES

Current Liabilities

Other Current Liabilities (+) \$699.18

Sub-total : Current Liabilities \$699.18

Total : LIABILITIES

\$699.18

FUND BALANCE

Fund Balance

Fund Balance (+) \$2,886,512.59

Sub-total : Fund Balance \$2,886,512.59

NET CHANGE IN FUND BALANCE

NET CHANGE IN FUND BALANCE (+) (\$1,974,299.04)

Sub-total : NET CHANGE IN FUND BALANCE (\$1,974,299.04)

BALANCE

Total : FUND BALANCE

\$912,213.55

Total LIABILITIES + FUND BALANCE

\$912,912.73

End of Report

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Self-Funded Insurance For the Period 12/01/2023 through 12/31/2023

Fiscal Year: 2023-2024

	12/01/2023 - 12/31/2023	Year To Date
REVENUE COLLECTED		
Revenue From Payroll		
Board Contributions (+)	\$1,222,077.00	\$7,116,692.00
Employee Contributions (+)	\$274,628.21	\$1,499,513.90
Sub-total : Revenue From Payroll	<u>\$1,496,705.21</u>	<u>\$8,616,205.90</u>
Revenue From Other Sources		
Retiree Contributions (+)	\$137,858.80	\$253,871.57
Cobra Contributions (+)	\$4,281.00	\$25,493.69
Interest & Dividends (+)	\$587.27	\$22,167.41
Sub-total : Revenue From Other Sources	<u>\$142,727.07</u>	<u>\$301,532.67</u>
Total : REVENUE COLLECTED	<u>\$1,639,432.28</u>	<u>\$8,917,738.57</u>
EXPENDITURES PAID		
Operating Expenditures		
Heath Ins Claims (-)	\$1,615,084.86	\$10,037,984.97
HSA Contributions (-)	\$8,173.43	\$44,742.69
Health Ins Admin Fees (-)	\$96,242.38	\$571,977.68
Other Fees & Expense (-)	\$118,829.49	\$237,332.27
Sub-total : Operating Expenditures	<u>(\$1,838,330.16)</u>	<u>(\$10,892,037.61)</u>
Total : EXPENDITURES PAID	<u>(\$1,838,330.16)</u>	<u>(\$10,892,037.61)</u>
NET CHANGE IN FUND BALANCE	<u>(\$198,897.88)</u>	<u>(\$1,974,299.04)</u>

End of Report

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report As of 01/31/2024

Fiscal Year: 2023-2024

ASSETS

Educational Fund	
Cash (+)	\$13,011,523.44
Other Assets (+)	\$3,887.89
Sub-total : Educational Fund	\$13,015,411.33
Operations & Maintenance Fund	
Cash (+)	\$103,378.34
Sub-total : Operations & Maintenance Fund	\$103,378.34
Debt Service Fund	
Cash (+)	\$101,767.65
Sub-total : Debt Service Fund	\$101,767.65
Transportation Fund	
Cash (+)	\$2,002,876.96
Sub-total : Transportation Fund	\$2,002,876.96
Social Security Fund	
Cash (+)	\$1,079,775.11
Sub-total : Social Security Fund	\$1,079,775.11
Municiple Retirement Fund	
Cash (+)	\$1,547,963.29
Sub-total : Municiple Retirement Fund	\$1,547,963.29
Working Cash Fund	
Cash (+)	\$20,212,683.61
Investments (+)	\$43,311,705.35
Interfund Receivables (+)	\$1,100,000.00
Sub-total : Working Cash Fund	\$64,624,388.96
Tort Immunity Fund	
Cash (+)	\$88,837.25
Sub-total : Tort Immunity Fund	\$88,837.25
Life Safety Fund	
Cash (+)	\$318,713.91
Sub-total : Life Safety Fund	\$318,713.91
Total : ASSETS	\$82,883,112.80

LIABILITIES

Educational Fund	
Payroll Withholdings (+)	\$3,597,601.24
Sub-total : Educational Fund	\$3,597,601.24
Operations & Maintenance Fund	
Interfund Payables (+)	\$500,000.00

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report As of 01/31/2024

Fiscal Year: 2023-2024

Payroll Withholdings (+)	\$511.21
Sub-total : Operations & Maintenance Fund	<u>\$500,511.21</u>
Social Security Fund	
Payroll Withholdings (+)	(\$48.23)
Sub-total : Social Security Fund	<u>(\$48.23)</u>
Municiple Retirement Fund	
Payroll Withholdings (+)	\$159.09
Sub-total : Municiple Retirement Fund	<u>\$159.09</u>
Tort Immunity Fund	
Interfund Payables (+)	\$400,000.00
Payroll Withholdings (+)	\$4,696.38
Sub-total : Tort Immunity Fund	<u>\$404,696.38</u>
Total : LIABILITIES	<u>\$4,502,919.69</u>
FUND BALANCE	
Educational Fund	
Fund Balance (+)	\$18,288,558.15
Sub-total : Educational Fund	<u>\$18,288,558.15</u>
Operations & Maintenance Fund	
Fund Balance (+)	\$1,331,198.69
Sub-total : Operations & Maintenance Fund	<u>\$1,331,198.69</u>
Debt Service Fund	
Fund Balance (+)	\$18,593,885.89
Sub-total : Debt Service Fund	<u>\$18,593,885.89</u>
Transportation Fund	
Fund Balance (+)	\$1,525,971.40
Sub-total : Transportation Fund	<u>\$1,525,971.40</u>
Social Security Fund	
Fund Balance (+)	\$1,339,217.52
Sub-total : Social Security Fund	<u>\$1,339,217.52</u>
Municiple Retirement Fund	
Fund Balance (+)	\$1,452,347.51
Sub-total : Municiple Retirement Fund	<u>\$1,452,347.51</u>
Working Cash Fund	
Fund Balance (+)	\$63,416,170.15
Sub-total : Working Cash Fund	<u>\$63,416,170.15</u>
Tort Immunity Fund	
Fund Balance (+)	\$731,430.37

Balance Sheet

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report As of 01/31/2024

Fiscal Year: 2023-2024

Sub-total : Tort Immunity Fund	\$731,430.37
Life Safety Fund	
Fund Balance (+)	\$560,181.76
Sub-total : Life Safety Fund	\$560,181.76
NET CHANGE IN FUND BALANCE	
NET CHANGE IN FUND BALANCE (+)	(\$28,858,768.33)
Sub-total : NET CHANGE IN FUND BALANCE	(\$28,858,768.33)
Total : FUND BALANCE	\$78,380,193.11
Total LIABILITIES + FUND BALANCE	\$82,883,112.80

End of Report

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report For the Period 01/01/2024 through 01/31/2024

Fiscal Year: 2023-2024

	<u>01/01/2024 - 01/31/2024</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
REVENUE COLLECTED					
Educational Fund					
Local Sources (+)	\$1,025,830.50	\$39,820,489.59	\$81,342,926.00	\$41,522,436.41	49.0%
State Sources (+)	\$2,627,376.94	\$15,333,246.13	\$26,758,463.72	\$11,425,217.59	57.3%
Federal Sources (+)	\$2,486,645.80	\$9,340,734.23	\$15,647,849.00	\$6,307,114.77	59.7%
Sub-total : Educational Fund	\$6,139,853.24	\$64,494,469.95	\$123,749,238.72	\$59,254,768.77	52.1%
Operations & Maintenance Fund					
Local Sources (+)	\$79,918.87	\$6,453,707.77	\$13,456,327.00	\$7,002,619.23	48.0%
State Sources (+)	\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.0%
Sub-total : Operations & Maintenance Fund	\$79,918.87	\$6,453,707.77	\$13,506,327.00	\$7,052,619.23	47.8%
Debt Service Fund					
Local Sources (+)	\$28,351.74	\$17,728,299.26	\$36,586,134.00	\$18,857,834.74	48.5%
Sub-total : Debt Service Fund	\$28,351.74	\$17,728,299.26	\$36,586,134.00	\$18,857,834.74	48.5%
Transportation Fund					
Local Sources (+)	\$5,028.41	\$2,407,181.92	\$5,165,618.00	\$2,758,436.08	46.6%
State Sources (+)	\$1,570,939.17	\$4,615,679.62	\$5,933,066.55	\$1,317,386.93	77.8%
Federal Sources (+)	\$0.00	\$0.00	\$400,000.00	\$400,000.00	0.0%
Sub-total : Transportation Fund	\$1,575,967.58	\$7,022,861.54	\$11,498,684.55	\$4,475,823.01	61.1%
Social Security Fund					
Local Sources (+)	\$54,869.21	\$1,462,008.06	\$2,885,396.00	\$1,423,387.94	50.7%
Sub-total : Social Security Fund	\$54,869.21	\$1,462,008.06	\$2,885,396.00	\$1,423,387.94	50.7%
Municiple Retirement Fund					
Local Sources (+)	\$6,345.55	\$1,101,215.68	\$2,237,703.00	\$1,136,487.32	49.2%
Sub-total : Municiple Retirement Fund	\$6,345.55	\$1,101,215.68	\$2,237,703.00	\$1,136,487.32	49.2%
Working Cash Fund					
Local Sources (+)	\$84,783.01	\$1,208,218.81	\$2,136,404.00	\$928,185.19	56.6%
Sub-total : Working Cash Fund	\$84,783.01	\$1,208,218.81	\$2,136,404.00	\$928,185.19	56.6%
Tort Immunity Fund					
Local Sources (+)	\$4,334.00	\$2,914,298.78	\$6,179,383.00	\$3,265,084.22	47.2%
Sub-total : Tort Immunity Fund	\$4,334.00	\$2,914,298.78	\$6,179,383.00	\$3,265,084.22	47.2%
Life Safety Fund					
Local Sources (+)	\$1,193.77	\$595,506.13	\$1,291,404.00	\$695,897.87	46.1%
Sub-total : Life Safety Fund	\$1,193.77	\$595,506.13	\$1,291,404.00	\$695,897.87	46.1%
Total : REVENUE COLLECTED	\$7,975,616.97	\$102,980,585.98	\$200,070,674.27	\$97,090,088.29	51.5%
EXPENDITURES PAID					
Educational Fund					
Salaries (-)	\$7,829,288.58	\$54,931,042.56	\$98,603,776.87	\$43,672,734.31	55.7%
Employee Benefits (-)	\$1,370,822.24	\$8,821,304.14	\$18,116,417.84	\$9,295,113.70	48.7%
Purchased Services (-)	\$218,710.70	\$1,397,250.98	\$3,518,012.00	\$2,120,761.02	39.7%
Supplies and Materials (-)	\$458,887.11	\$4,582,906.04	\$8,986,042.29	\$4,403,136.25	51.0%
Capital Outlay (-)	\$43,863.00	\$331,374.00	\$167,646.00	(\$163,728.00)	197.7%

Operating Statement with Budget

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report For the Period 01/01/2024 through 01/31/2024

Fiscal Year: 2023-2024

	<u>01/01/2024 - 01/31/2024</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Other Objects (-)	\$679,946.07	\$2,744,556.82	\$4,913,387.00	\$2,168,830.18	55.9%
Non-Capitalized Equipment (-)	\$1,066.95	\$152,665.69	\$156,928.00	\$4,262.31	97.3%
Sub-total : Educational Fund	(\$10,602,584.65)	(\$72,961,100.23)	(\$134,462,210.00)	(\$61,501,109.77)	54.3%
Operations & Maintenance Fund					
Salaries (-)	\$520,590.81	\$3,826,288.90	\$6,692,022.15	\$2,865,733.25	57.2%
Employee Benefits (-)	\$194,753.46	\$859,966.76	\$1,103,844.00	\$243,877.24	77.9%
Purchased Services (-)	\$105,218.03	\$959,229.82	\$1,430,895.00	\$471,665.18	67.0%
Supplies and Materials (-)	\$208,458.86	\$2,116,988.97	\$3,630,302.00	\$1,513,313.03	58.3%
Capital Outlay (-)	\$0.00	\$446,760.80	\$637,798.00	\$191,037.20	70.0%
Other Objects (-)	\$0.00	\$1,122.16	\$2,454.00	\$1,331.84	45.7%
Non-Capitalized Equipment (-)	\$2,754.91	\$2,754.91	\$1,775.00	(\$979.91)	155.2%
Sub-total : Operations & Maintenance Fund	(\$1,031,776.07)	(\$8,213,112.32)	(\$13,499,090.15)	(\$5,285,977.83)	60.8%
Debt Service Fund					
Other Objects (-)	\$15,094,350.53	\$36,880,334.05	\$37,218,547.47	\$338,213.42	99.1%
Sub-total : Debt Service Fund	(\$15,094,350.53)	(\$36,880,334.05)	(\$37,218,547.47)	(\$338,213.42)	99.1%
Transportation Fund					
Salaries (-)	\$16,603.56	\$119,148.05	\$234,718.72	\$115,570.67	50.8%
Employee Benefits (-)	\$4,350.00	\$24,084.03	\$57,919.00	\$33,834.97	41.6%
Purchased Services (-)	\$138,649.51	\$5,545,267.30	\$13,008,685.00	\$7,463,417.70	42.6%
Supplies and Materials (-)	\$72,089.52	\$704,220.09	\$1,669,002.00	\$964,781.91	42.2%
Capital Outlay (-)	\$17,304.03	\$227,517.96	\$2,777,574.47	\$2,550,056.51	8.2%
Other Objects (-)	\$1,765.63	\$48,374.11	\$48,224.00	(\$150.11)	100.3%
Non-Capitalized Equipment (-)	\$0.00	\$5,472.91	\$23,380.00	\$17,907.09	23.4%
Sub-total : Transportation Fund	(\$250,762.25)	(\$6,674,084.45)	(\$17,819,503.19)	(\$11,145,418.74)	37.5%
Social Security Fund					
Employee Benefits (-)	\$242,798.09	\$1,721,402.24	\$2,902,286.00	\$1,180,883.76	59.3%
Sub-total : Social Security Fund	(\$242,798.09)	(\$1,721,402.24)	(\$2,902,286.00)	(\$1,180,883.76)	59.3%
Municipal Retirement Fund					
Employee Benefits (-)	\$143,092.75	\$1,005,758.99	\$1,863,998.00	\$858,239.01	54.0%
Sub-total : Municipal Retirement Fund	(\$143,092.75)	(\$1,005,758.99)	(\$1,863,998.00)	(\$858,239.01)	54.0%
Tort Immunity Fund					
Salaries (-)	\$211,023.11	\$1,484,236.10	\$2,584,048.00	\$1,099,811.90	57.4%
Employee Benefits (-)	\$66,221.50	\$446,276.32	\$1,047,185.00	\$600,908.68	42.6%
Purchased Services (-)	\$132,327.22	\$1,737,644.46	\$2,424,054.00	\$686,409.54	71.7%
Supplies and Materials (-)	\$1,302.52	\$31,297.91	\$40,769.00	\$9,471.09	76.8%
Capital Outlay (-)	\$0.00	\$73,348.80	\$84,324.00	\$10,975.20	87.0%
Other Objects (-)	\$0.00	\$35,464.00	\$100,458.00	\$64,994.00	35.3%
Non-Capitalized Equipment (-)	\$22,775.34	\$157,244.50	\$150,000.00	(\$7,244.50)	104.8%
Sub-total : Tort Immunity Fund	(\$433,649.69)	(\$3,965,512.09)	(\$6,430,838.00)	(\$2,465,325.91)	61.7%
Life Safety Fund					
Purchased Services (-)	\$0.00	\$170,828.90	\$280,000.00	\$109,171.10	61.0%
Capital Outlay (-)	\$0.00	\$666,145.08	\$1,350,000.00	\$683,854.92	49.3%

Operating Statement with Budget

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report For the Period 01/01/2024 through 01/31/2024

Fiscal Year: 2023-2024

	<u>01/01/2024 - 01/31/2024</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Sub-total : Life Safety Fund	\$0.00	(\$836,973.98)	(\$1,630,000.00)	(\$793,026.02)	51.3%
Total : EXPENDITURES PAID	(\$27,799,014.03)	(\$132,258,278.35)	(\$215,826,472.81)	(\$83,568,194.46)	61.3%
OTHER FINANCING SOURCES (USES)					
Educational Fund					
Capital Lease Proceeds (+)	\$0.00	\$154,073.76	\$0.00	(\$154,073.76)	0.0%
Transfers In (+)	\$0.00	\$0.00	\$11,200,000.00	\$11,200,000.00	0.0%
Transfers Out (-)	\$150,841.78	\$558,191.54	\$558,007.11	(\$184.43)	100.0%
Sub-total : Educational Fund	(\$150,841.78)	(\$404,117.78)	\$10,641,992.89	\$11,046,110.67	3.8%
Operations & Maintenance Fund					
Capital Lease Proceeds (+)	\$0.00	\$132,798.00	\$132,798.00	\$0.00	100.0%
Transfers Out (-)	\$0.00	\$101,725.01	\$122,122.86	\$20,397.85	83.3%
Sub-total : Operations & Maintenance Fund	\$0.00	\$31,072.99	\$10,675.14	(\$20,397.85)	291.1%
Debt Service Fund					
Transfers In (+)	\$150,841.78	\$659,916.55	\$680,129.97	\$20,213.42	97.0%
Sub-total : Debt Service Fund	\$150,841.78	\$659,916.55	\$680,129.97	\$20,213.42	97.0%
Transportation Fund					
Capital Lease Proceeds (+)	\$0.00	\$128,128.47	\$128,128.47	\$0.00	100.0%
Transfers In (+)	\$0.00	\$0.00	\$5,149,446.00	\$5,149,446.00	0.0%
Sub-total : Transportation Fund	\$0.00	\$128,128.47	\$5,277,574.47	\$5,149,446.00	2.4%
Working Cash Fund					
Transfers Out (-)	\$0.00	\$0.00	\$16,349,446.00	\$16,349,446.00	0.0%
Sub-total : Working Cash Fund	\$0.00	\$0.00	(\$16,349,446.00)	(\$16,349,446.00)	0.0%
Tort Immunity Fund					
Proceeds From Capital Asset Disposal (+)	\$0.00	\$3,923.81	\$0.00	(\$3,923.81)	0.0%
Sub-total : Tort Immunity Fund	\$0.00	\$3,923.81	\$0.00	(\$3,923.81)	0.0%
Total : OTHER FINANCING SOURCES (USES)	\$0.00	\$418,924.04	\$260,926.47	(\$157,997.57)	160.6%
NET CHANGE IN FUND BALANCE	(\$19,823,397.06)	(\$28,858,768.33)	(\$15,494,872.07)	\$13,363,896.26	186.2%

End of Report

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Self-Funded Insurance As of 01/31/2024

Fiscal Year: 2023-2024

ASSETS

Current Assets

Cash In Bank (+) \$834,522.79

Accounts Receivable (+) \$30,156.26

Sub-total : Current Assets \$864,679.05

Total : ASSETS

\$864,679.05

LIABILITIES

Current Liabilities

Interfund Loans (+) \$200,000.00

Sub-total : Current Liabilities \$200,000.00

Total : LIABILITIES

\$200,000.00

FUND BALANCE

Fund Balance

Fund Balance (+) \$2,886,512.59

Sub-total : Fund Balance \$2,886,512.59

NET CHANGE IN FUND BALANCE

NET CHANGE IN FUND BALANCE (+) (\$2,221,833.54)

Sub-total : NET CHANGE IN FUND BALANCE (\$2,221,833.54)

Total : FUND BALANCE

\$664,679.05

Total LIABILITIES + FUND BALANCE

\$864,679.05

End of Report

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Self-Funded Insurance For the Period 01/01/2024 through 01/31/2024

Fiscal Year: 2023-2024

	01/01/2024 - 01/31/2024	Year To Date
REVENUE COLLECTED		
Revenue From Payroll		
Board Contributions (+)	\$1,157,791.00	\$8,274,483.00
Employee Contributions (+)	\$246,488.70	\$1,746,002.60
Sub-total : Revenue From Payroll	<u>\$1,404,279.70</u>	<u>\$10,020,485.60</u>
Revenue From Other Sources		
Retiree Contributions (+)	\$477.33	\$254,348.90
Cobra Contributions (+)	\$4,156.00	\$29,649.69
Interest & Dividends (+)	\$451.24	\$22,618.65
Sub-total : Revenue From Other Sources	<u>\$5,084.57</u>	<u>\$306,617.24</u>
Total : REVENUE COLLECTED	<u>\$1,409,364.27</u>	<u>\$10,327,102.84</u>
EXPENDITURES PAID		
Operating Expenditures		
Heath Ins Claims (-)	\$1,555,734.08	\$11,593,719.05
HSA Contributions (-)	\$8,293.11	\$53,035.80
Health Ins Admin Fees (-)	\$92,871.58	\$664,849.26
Other Fees & Expense (-)	\$0.00	\$237,332.27
Sub-total : Operating Expenditures	<u>(\$1,656,898.77)</u>	<u>(\$12,548,936.38)</u>
Total : EXPENDITURES PAID	<u>(\$1,656,898.77)</u>	<u>(\$12,548,936.38)</u>
NET CHANGE IN FUND BALANCE	<u>(\$247,534.50)</u>	<u>(\$2,221,833.54)</u>

End of Report

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report As of 02/29/2024

Fiscal Year: 2023-2024

ASSETS

Educational Fund	
Cash (+)	\$6,305,564.50
Other Assets (+)	\$3,887.89
Sub-total : Educational Fund	\$6,309,452.39
Operations & Maintenance Fund	
Cash (+)	\$74,198.67
Sub-total : Operations & Maintenance Fund	\$74,198.67
Debt Service Fund	
Cash (+)	\$102,042.93
Sub-total : Debt Service Fund	\$102,042.93
Transportation Fund	
Cash (+)	\$1,792,672.91
Sub-total : Transportation Fund	\$1,792,672.91
Social Security Fund	
Cash (+)	\$832,387.48
Sub-total : Social Security Fund	\$832,387.48
Municiple Retirement Fund	
Cash (+)	\$1,552,298.61
Sub-total : Municiple Retirement Fund	\$1,552,298.61
Working Cash Fund	
Cash (+)	\$18,167,051.99
Investments (+)	\$43,318,317.75
Interfund Receivables (+)	\$3,200,000.00
Sub-total : Working Cash Fund	\$64,685,369.74
Tort Immunity Fund	
Cash (+)	\$89,606.05
Sub-total : Tort Immunity Fund	\$89,606.05
Life Safety Fund	
Cash (+)	\$165,687.54
Sub-total : Life Safety Fund	\$165,687.54
Total : ASSETS	\$75,603,716.32

LIABILITIES

Educational Fund	
Payroll Withholdings (+)	\$4,471,952.36
Sub-total : Educational Fund	\$4,471,952.36
Operations & Maintenance Fund	
Interfund Payables (+)	\$1,600,000.00

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report As of 02/29/2024

Fiscal Year: 2023-2024

Payroll Withholdings (+)	\$27,118.04
Sub-total : Operations & Maintenance Fund	<u>\$1,627,118.04</u>
Transportation Fund	
Payroll Withholdings (+)	\$875.17
Sub-total : Transportation Fund	<u>\$875.17</u>
Social Security Fund	
Payroll Withholdings (+)	(\$74.42)
Sub-total : Social Security Fund	<u>(\$74.42)</u>
Municiple Retirement Fund	
Payroll Withholdings (+)	\$142,859.67
Sub-total : Municiple Retirement Fund	<u>\$142,859.67</u>
Tort Immunity Fund	
Interfund Payables (+)	\$1,400,000.00
Payroll Withholdings (+)	\$6,442.48
Sub-total : Tort Immunity Fund	<u>\$1,406,442.48</u>
Total : LIABILITIES	<u>\$7,649,173.30</u>
FUND BALANCE	
Educational Fund	
Fund Balance (+)	\$18,288,558.15
Sub-total : Educational Fund	<u>\$18,288,558.15</u>
Operations & Maintenance Fund	
Fund Balance (+)	\$1,331,198.69
Sub-total : Operations & Maintenance Fund	<u>\$1,331,198.69</u>
Debt Service Fund	
Fund Balance (+)	\$18,593,885.89
Sub-total : Debt Service Fund	<u>\$18,593,885.89</u>
Transportation Fund	
Fund Balance (+)	\$1,525,971.40
Sub-total : Transportation Fund	<u>\$1,525,971.40</u>
Social Security Fund	
Fund Balance (+)	\$1,339,217.52
Sub-total : Social Security Fund	<u>\$1,339,217.52</u>
Municiple Retirement Fund	
Fund Balance (+)	\$1,452,347.51
Sub-total : Municiple Retirement Fund	<u>\$1,452,347.51</u>
Working Cash Fund	
Fund Balance (+)	\$63,416,170.15

Balance Sheet

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report As of 02/29/2024

Fiscal Year: 2023-2024

Sub-total : Working Cash Fund	\$63,416,170.15
Tort Immunity Fund	
Fund Balance (+)	\$731,430.37
Sub-total : Tort Immunity Fund	\$731,430.37
Life Safety Fund	
Fund Balance (+)	\$560,181.76
Sub-total : Life Safety Fund	\$560,181.76
NET CHANGE IN FUND BALANCE	
NET CHANGE IN FUND BALANCE (+)	(\$39,284,418.42)
Sub-total : NET CHANGE IN FUND BALANCE	(\$39,284,418.42)
Total : FUND BALANCE	\$67,954,543.02
Total LIABILITIES + FUND BALANCE	\$75,603,716.32

End of Report

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report For the Period 02/01/2024 through 02/29/2024

Fiscal Year: 2023-2024

	<u>02/01/2024 - 02/29/2024</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
REVENUE COLLECTED					
Educational Fund					
Local Sources (+)	\$437,545.53	\$40,258,035.12	\$81,342,926.00	\$41,084,890.88	49.5%
State Sources (+)	\$2,111,310.77	\$17,444,556.90	\$26,758,463.72	\$9,313,906.82	65.2%
Federal Sources (+)	\$559,144.29	\$9,899,878.52	\$15,647,849.00	\$5,747,970.48	63.3%
Sub-total : Educational Fund	\$3,108,000.59	\$67,602,470.54	\$123,749,238.72	\$56,146,768.18	54.6%
Operations & Maintenance Fund					
Local Sources (+)	(\$257.80)	\$6,453,449.97	\$13,456,327.00	\$7,002,877.03	48.0%
State Sources (+)	\$0.00	\$0.00	\$50,000.00	\$50,000.00	0.0%
Sub-total : Operations & Maintenance Fund	(\$257.80)	\$6,453,449.97	\$13,506,327.00	\$7,052,877.03	47.8%
Debt Service Fund					
Local Sources (+)	\$275.28	\$17,728,574.54	\$36,586,134.00	\$18,857,559.46	48.5%
Sub-total : Debt Service Fund	\$275.28	\$17,728,574.54	\$36,586,134.00	\$18,857,559.46	48.5%
Transportation Fund					
Local Sources (+)	\$5,322.90	\$2,412,504.82	\$5,165,618.00	\$2,753,113.18	46.7%
State Sources (+)	\$0.00	\$4,615,679.62	\$5,933,066.55	\$1,317,386.93	77.8%
Federal Sources (+)	\$0.00	\$0.00	\$400,000.00	\$400,000.00	0.0%
Sub-total : Transportation Fund	\$5,322.90	\$7,028,184.44	\$11,498,684.55	\$4,470,500.11	61.1%
Social Security Fund					
Local Sources (+)	\$2,848.26	\$1,464,856.32	\$2,885,396.00	\$1,420,539.68	50.8%
Sub-total : Social Security Fund	\$2,848.26	\$1,464,856.32	\$2,885,396.00	\$1,420,539.68	50.8%
Municiple Retirement Fund					
Local Sources (+)	\$4,335.32	\$1,105,551.00	\$2,237,703.00	\$1,132,152.00	49.4%
Sub-total : Municiple Retirement Fund	\$4,335.32	\$1,105,551.00	\$2,237,703.00	\$1,132,152.00	49.4%
Working Cash Fund					
Local Sources (+)	\$60,980.78	\$1,269,199.59	\$2,136,404.00	\$867,204.41	59.4%
Sub-total : Working Cash Fund	\$60,980.78	\$1,269,199.59	\$2,136,404.00	\$867,204.41	59.4%
Tort Immunity Fund					
Local Sources (+)	\$9,293.92	\$2,923,592.70	\$6,179,383.00	\$3,255,790.30	47.3%
Sub-total : Tort Immunity Fund	\$9,293.92	\$2,923,592.70	\$6,179,383.00	\$3,255,790.30	47.3%
Life Safety Fund					
Local Sources (+)	\$677.38	\$596,183.51	\$1,291,404.00	\$695,220.49	46.2%
Sub-total : Life Safety Fund	\$677.38	\$596,183.51	\$1,291,404.00	\$695,220.49	46.2%
Total : REVENUE COLLECTED	\$3,191,476.63	\$106,172,062.61	\$200,070,674.27	\$93,898,611.66	53.1%
EXPENDITURES PAID					
Educational Fund					
Salaries (-)	\$8,095,710.90	\$63,026,753.46	\$98,603,776.87	\$35,577,023.41	63.9%
Employee Benefits (-)	\$1,570,297.77	\$10,391,601.91	\$18,116,417.84	\$7,724,815.93	57.4%
Purchased Services (-)	\$194,046.03	\$1,591,297.01	\$3,518,012.00	\$1,926,714.99	45.2%
Supplies and Materials (-)	\$541,563.28	\$5,124,469.32	\$11,748,942.29	\$6,624,472.97	43.6%
Capital Outlay (-)	\$0.00	\$331,374.00	\$167,646.00	(\$163,728.00)	197.7%

Operating Statement with Budget

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report For the Period 02/01/2024 through 02/29/2024

Fiscal Year: 2023-2024

	<u>02/01/2024 - 02/29/2024</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Other Objects (-)	\$278,284.22	\$3,022,841.04	\$4,913,387.00	\$1,890,545.96	61.5%
Non-Capitalized Equipment (-)	\$1,455.85	\$154,121.54	\$156,928.00	\$2,806.46	98.2%
Sub-total : Educational Fund	(\$10,681,358.05)	(\$83,642,458.28)	(\$137,225,110.00)	(\$53,582,651.72)	61.0%
Operations & Maintenance Fund					
Salaries (-)	\$530,851.04	\$4,357,139.94	\$6,592,022.15	\$2,234,882.21	66.1%
Employee Benefits (-)	\$95,691.76	\$955,658.52	\$1,103,844.00	\$148,185.48	86.6%
Purchased Services (-)	\$119,556.22	\$1,078,786.04	\$1,430,895.00	\$352,108.96	75.4%
Supplies and Materials (-)	\$417,986.31	\$2,534,975.28	\$3,730,302.00	\$1,195,326.72	68.0%
Capital Outlay (-)	\$0.00	\$446,760.80	\$637,798.00	\$191,037.20	70.0%
Other Objects (-)	\$0.00	\$1,122.16	\$2,454.00	\$1,331.84	45.7%
Non-Capitalized Equipment (-)	\$0.00	\$2,754.91	\$1,775.00	(\$979.91)	155.2%
Sub-total : Operations & Maintenance Fund	(\$1,164,085.33)	(\$9,377,197.65)	(\$13,499,090.15)	(\$4,121,892.50)	69.5%
Debt Service Fund					
Other Objects (-)	\$6,952.60	\$36,887,286.65	\$37,218,547.47	\$331,260.82	99.1%
Sub-total : Debt Service Fund	(\$6,952.60)	(\$36,887,286.65)	(\$37,218,547.47)	(\$331,260.82)	99.1%
Transportation Fund					
Salaries (-)	\$17,640.71	\$136,788.76	\$234,718.72	\$97,929.96	58.3%
Employee Benefits (-)	\$4,350.00	\$28,434.03	\$57,919.00	\$29,484.97	49.1%
Purchased Services (-)	\$93,583.44	\$5,638,850.74	\$13,008,685.00	\$7,369,834.26	43.3%
Supplies and Materials (-)	\$99,654.66	\$803,874.75	\$1,669,002.00	\$865,127.25	48.2%
Capital Outlay (-)	\$0.00	\$227,517.96	\$2,777,574.47	\$2,550,056.51	8.2%
Other Objects (-)	\$61.35	\$48,435.46	\$48,224.00	(\$211.46)	100.4%
Non-Capitalized Equipment (-)	\$1,111.96	\$6,584.87	\$23,380.00	\$16,795.13	28.2%
Sub-total : Transportation Fund	(\$216,402.12)	(\$6,890,486.57)	(\$17,819,503.19)	(\$10,929,016.62)	38.7%
Social Security Fund					
Employee Benefits (-)	\$250,209.70	\$1,971,611.94	\$2,902,286.00	\$930,674.06	67.9%
Sub-total : Social Security Fund	(\$250,209.70)	(\$1,971,611.94)	(\$2,902,286.00)	(\$930,674.06)	67.9%
Municipal Retirement Fund					
Employee Benefits (-)	\$142,700.58	\$1,148,459.57	\$1,863,998.00	\$715,538.43	61.6%
Sub-total : Municipal Retirement Fund	(\$142,700.58)	(\$1,148,459.57)	(\$1,863,998.00)	(\$715,538.43)	61.6%
Tort Immunity Fund					
Salaries (-)	\$209,711.86	\$1,693,947.96	\$2,584,048.00	\$890,100.04	65.6%
Employee Benefits (-)	\$139,768.19	\$586,044.51	\$1,047,185.00	\$461,140.49	56.0%
Purchased Services (-)	\$643,149.15	\$2,380,793.61	\$2,424,054.00	\$43,260.39	98.2%
Supplies and Materials (-)	\$1,302.52	\$32,600.43	\$40,769.00	\$8,168.57	80.0%
Capital Outlay (-)	\$8,844.50	\$82,193.30	\$84,324.00	\$2,130.70	97.5%
Other Objects (-)	\$0.00	\$35,464.00	\$100,458.00	\$64,994.00	35.3%
Non-Capitalized Equipment (-)	\$7,495.00	\$164,739.50	\$150,000.00	(\$14,739.50)	109.8%
Sub-total : Tort Immunity Fund	(\$1,010,271.22)	(\$4,975,783.31)	(\$6,430,838.00)	(\$1,455,054.69)	77.4%
Life Safety Fund					
Purchased Services (-)	\$20,761.75	\$191,590.65	\$280,000.00	\$88,409.35	68.4%
Capital Outlay (-)	\$132,942.00	\$799,087.08	\$1,350,000.00	\$550,912.92	59.2%

Operating Statement with Budget

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Treasurer's Report For the Period 02/01/2024 through 02/29/2024

Fiscal Year: 2023-2024

	<u>02/01/2024 - 02/29/2024</u>	<u>Year To Date</u>	<u>Budget</u>	<u>Budget Balance</u>	
Sub-total : Life Safety Fund	(\$153,703.75)	(\$990,677.73)	(\$1,630,000.00)	(\$639,322.27)	60.8%
Total : EXPENDITURES PAID	(\$13,625,683.35)	(\$145,883,961.70)	(\$218,589,372.81)	(\$72,705,411.11)	66.7%
OTHER FINANCING SOURCES (USES)					
Educational Fund					
Capital Lease Proceeds (+)	\$0.00	\$154,073.76	\$2,762,900.00	\$2,608,826.24	5.6%
Transfers In (+)	\$0.00	\$0.00	\$11,200,000.00	\$11,200,000.00	0.0%
Transfers Out (-)	\$6,952.60	\$565,144.14	\$558,007.11	(\$7,137.03)	101.3%
Sub-total : Educational Fund	(\$6,952.60)	(\$411,070.38)	\$13,404,892.89	\$13,815,963.27	3.1%
Operations & Maintenance Fund					
Proceeds From Capital Asset Disposal (+)	\$8,556.63	\$8,556.63	\$0.00	(\$8,556.63)	0.0%
Capital Lease Proceeds (+)	\$0.00	\$132,798.00	\$132,798.00	\$0.00	100.0%
Transfers Out (-)	\$0.00	\$101,725.01	\$122,122.86	\$20,397.85	83.3%
Sub-total : Operations & Maintenance Fund	\$8,556.63	\$39,629.62	\$10,675.14	(\$28,954.48)	371.2%
Debt Service Fund					
Transfers In (+)	\$6,952.60	\$666,869.15	\$680,129.97	\$13,260.82	98.1%
Sub-total : Debt Service Fund	\$6,952.60	\$666,869.15	\$680,129.97	\$13,260.82	98.1%
Transportation Fund					
Capital Lease Proceeds (+)	\$0.00	\$128,128.47	\$128,128.47	\$0.00	100.0%
Transfers In (+)	\$0.00	\$0.00	\$5,149,446.00	\$5,149,446.00	0.0%
Sub-total : Transportation Fund	\$0.00	\$128,128.47	\$5,277,574.47	\$5,149,446.00	2.4%
Working Cash Fund					
Transfers Out (-)	\$0.00	\$0.00	\$16,349,446.00	\$16,349,446.00	0.0%
Sub-total : Working Cash Fund	\$0.00	\$0.00	(\$16,349,446.00)	(\$16,349,446.00)	0.0%
Tort Immunity Fund					
Proceeds From Capital Asset Disposal (+)	\$0.00	\$3,923.81	\$0.00	(\$3,923.81)	0.0%
Sub-total : Tort Immunity Fund	\$0.00	\$3,923.81	\$0.00	(\$3,923.81)	0.0%
Total : OTHER FINANCING SOURCES (USES)	\$8,556.63	\$427,480.67	\$3,023,826.47	\$2,596,345.80	14.1%
NET CHANGE IN FUND BALANCE	(\$10,425,650.09)	(\$39,284,418.42)	(\$15,494,872.07)	\$23,789,546.35	253.5%

End of Report

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Self-Funded Insurance As of 02/29/2024

Fiscal Year: 2023-2024

ASSETS

Current Assets

Cash In Bank (+) \$819,168.35

Accounts Receivable (+) \$2,151.60

Sub-total : Current Assets \$821,319.95

Total : ASSETS

\$821,319.95

LIABILITIES

Current Liabilities

Interfund Loans (+) \$200,000.00

Sub-total : Current Liabilities \$200,000.00

Total : LIABILITIES

\$200,000.00

FUND BALANCE

Fund Balance

Fund Balance (+) \$2,886,512.59

Sub-total : Fund Balance \$2,886,512.59

NET CHANGE IN FUND BALANCE

NET CHANGE IN FUND BALANCE (+) (\$2,265,192.64)

Sub-total : NET CHANGE IN FUND BALANCE (\$2,265,192.64)

Total : FUND BALANCE

\$621,319.95

Total LIABILITIES + FUND BALANCE

\$821,319.95

End of Report

CUSD No. 5, McLean and Woodford Counties, Illinois

Unit 5 Self-Funded Insurance For the Period 02/01/2024 through 02/29/2024

Fiscal Year: 2023-2024

	02/01/2024 - 02/29/2024	Year To Date
REVENUE COLLECTED		
Revenue From Payroll		
Board Contributions (+)	\$1,234,988.50	\$9,509,471.50
Employee Contributions (+)	\$254,768.15	\$2,000,770.75
Sub-total : Revenue From Payroll	<u>\$1,489,756.65</u>	<u>\$11,510,242.25</u>
Revenue From Other Sources		
Retiree Contributions (+)	\$1,553.80	\$255,902.70
Cobra Contributions (+)	\$4,747.90	\$34,397.59
Interest & Dividends (+)	\$859.15	\$23,477.80
Sub-total : Revenue From Other Sources	<u>\$7,160.85</u>	<u>\$313,778.09</u>
Total : REVENUE COLLECTED	<u>\$1,496,917.50</u>	<u>\$11,824,020.34</u>
EXPENDITURES PAID		
Operating Expenditures		
Heath Ins Claims (-)	\$1,423,431.41	\$13,017,150.46
HSA Contributions (-)	\$11,144.20	\$64,180.00
Health Ins Admin Fees (-)	\$105,700.99	\$770,550.25
Other Fees & Expense (-)	\$0.00	\$237,332.27
Sub-total : Operating Expenditures	<u>(\$1,540,276.60)</u>	<u>(\$14,089,212.98)</u>
Total : EXPENDITURES PAID	<u>(\$1,540,276.60)</u>	<u>(\$14,089,212.98)</u>
NET CHANGE IN FUND BALANCE	<u>(\$43,359.10)</u>	<u>(\$2,265,192.64)</u>

End of Report

Administrative Procedure - Superintendent Committees

The Superintendent or designee creates other Superintendent or administrative committees deemed necessary, makes all appointments, and directs all activities. A Superintendent or administrative committee reports directly to the Superintendent or designated administrator who directs its activities. The Superintendent or designee should consult the Attorney for the District (a) concerning whether any of these committees must comply with the Open Meetings Act (OMA), and/or (b) to receive guidance for ensuring that the meetings either comply with OMA requirements or do not trigger OMA. Unless otherwise indicated, the listed Superintendent or administrative committees are optional:

Children's Advocacy Center Coordination Committee

This committee supports the implementation of the Alleged Incidents of Sexual Abuse; Investigations subhead of Board Policy 5.90, *Abused and Neglected Child Reporting*.

It includes the District Nondiscrimination Coordinator, Director of Safety and Security, and at least one representative from each of the following groups: District-level administrators, Building Principals, school personnel, and employees from the accredited Children's Advocacy Center (CAC) that serves the District.

The CAC Communication Committee reports directly to the Superintendent or designee.

See Board Policy 5.90, *Abused and Neglected Child Reporting*, and Administrative Procedure 5.90-AP, *Coordination with Children's Advocacy Center*.

Communicable and Chronic Infectious Disease Program Task Force

This task force assists in the development and review of a chronic and infectious disease program consistent with the District's policies and State and federal laws and regulations. Appointments are made to the task force only if the Superintendent or designee determines that its input is desirable.

Task force members may include the Superintendent or designee, Attorney for the District, District medical advisor, a school nurse, and representatives from the Board, local health department, PTO, the professional staff, and other employee groups.

See Board Policies 5.40, *Communicable and Chronic Infectious Disease*; and 7.280, *Communicable and Chronic Infectious Disease*.

Communicable and Chronic Infectious Disease Review Team

This review team monitors those employees and students who have a communicable and chronic infectious disease, and:

1. Reviews individual medical case histories.
2. Recommends the most appropriate educational setting for a student, which may include temporary removal from and return to the regular educational setting.

3. Recommends the most appropriate work setting for an employee; this may include retention in his/her present position, transfer to another position, or temporary excusal from or return to his/her work assignment.

The review team is guided by the Board's policies, Ill. Dept. of Public Health (IDPH) rules and regulations, and all other applicable State and federal laws. The team consults the employee's or the student's personal physician and local health department officials before making any recommendations. The Team respects the privacy rights of each employee and student and takes such precautions as may be necessary to secure confidentiality.

Team members include the District's medical advisor, a school nurse, the Building Principal, and the Superintendent or designee.

See Board Policies 5.40, *Communicable and Chronic Infectious Disease*; and 7.280, *Communicable and Chronic Infectious Disease*.

Concussion Oversight Team

This District-wide team is responsible for development, implementation of, and compliance with procedures regarding education of individuals on identifying signs of concussions, and return-to-play and return-to-learn protocols. Team members are appointed by the Superintendent or designee, with approval by the Board, or appointment by the Board.

Team members may include: a physician, athletic trainer, nurse, other licensed health care professionals, and at least one person who is responsible for implementing and complying with the return-to-play and return-to-learn protocols adopted by the Team.

See Board Policies 5.100, *Staff Development Program*; and 7.305, *Student Concussions and Head Injuries*.

Curriculum Committees

Regularly, committees, task forces, and/or other groups may be appointed to ensure the curriculum and instructional program is meeting minimum State and federal law and regulations and the District's educational philosophy and goals. Changes to make the curriculum more effective, to take advantage of improved teaching methods and materials, and to be responsive to social change, technological developments, student needs, and community expectations will be recommended.

Membership will be determined by the topic to be reviewed.

See Board Policies 6.40, *Curriculum Development*; and 6.60, *Curriculum Content*.

Diversity Equity Leadership Team ("DELT")

The District Equity Leadership Team (DELT) leads the district's equity work through the implementation of the Equity Action Plan. This plan encompasses five strands (i.e., areas of focus): systems, teaching and learning, professional development, student voice climate and culture, and families and communities as agency.

Committee members may include District-level administrators, building-level administrators, professional staff, and educational support personnel across the District.

Educational Technology Committee

This committee supports the implementation of Board Policy 7.345, *Use of Educational Technologies; Student Data Privacy and Security*.

This committee also supports the District's submission of an annual report to ISBE regarding educational technology capacities and policies.

Committee members may include the Director of Technology, District-level administrators, Building-level administrators, and teachers.

See Administrative Procedure 7.345-AP, *Use of Educational Technologies; Student Data Privacy and Security*.

Employee Substance Abuse Prevention Committee

This committee makes recommendations regarding employee substance abuse, and:

1. Cooperates with community and State agencies on substance abuse programs.
2. Gathers information about substance abuse and suggests methods to disseminate it to staff.
3. Develops a support network that encourages employees to self-refer for treatment and suggests procedures for early identification and treatment.
4. Recommends procedures that would protect the privacy of employees while taking into consideration any directives from the Board to the Superintendent regarding the District's obligation to provide a safe environment and to ensure high-quality performance, which may include but not be limited to:
 - a. Securing training for designated district employees to educate them to identify symptoms of being impaired by or under the influence of substances prohibited by policy. For guidance about what *impaired by* or *under the influence of* means, see:
 - i. Footnote discussions in numbers five and six in policy 5:50, *Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition*;
 - ii. 625 ILCS 5/11-501.2 and 5/11-501.9, amended by P.A. 101-27 (chemical and other tests, validity, etc., a/k/a *field sobriety tests*);
 - iii. 410 ILCS 705/10-50(d), added by P.A. 101-27 ("An employer may consider an employee to be impaired or under the influence of cannabis if the employer has a *good faith belief* that an employee manifests specific, articulable symptoms while working that decrease or lessen the employee's performance of the duties or tasks of the employee's job position, including symptoms of the employee's speech, physical dexterity, agility, coordination, demeanor, irrational or unusual behavior, or negligence or carelessness in operating equipment or machinery; disregard for the safety of the employee or others, or involvement in any accident that results in serious damage to equipment or property; disruption of a production or manufacturing process; or carelessness that results in any injury to the employee or others.") (**Note:** Consult the Attorney for the District about identifying cannabis use); and

- iv. Professional development opportunities in the area, e.g., local law enforcement agencies may be a place to begin.
 - b. Implementing a reasonable suspicion and/or drug testing program(s) to enhance the District's ability to identify and discipline employees suspected of being impaired by and/or under the influence of prohibited substances. **Note:** Consult the Attorney for the District before implementing any drug-testing program(s) or disciplining employees based upon the results of these programs. Drug testing will likely assist the District with the challenges of identifying cannabis-related issues, but the science behind impairment identification and behavioral testing for cannabis impairment is new and emerging.
 - c. Addressing expectations for employees in positions of leadership who are perpetually *on call* due to the nature of their positions and responsibilities.
 - d. Holding licensed educators to a higher standard than non-licensed employees due to their professional code of conduct expectations.
 - e. Holding employees working directly with students to a higher standard than employees not working directly with students.
5. Recommends a method to explicitly inform employees of District policy and the consequences of substance abuse.
 6. Recommends best practices for discipline of employees who are suspected of violating or are violating the District's policy.

Committee members include the Superintendent or designee, the Director of Human Resources, the Director of Safety and Security, the District's medical advisor, and employee representatives from both professional and educational support personnel. The committee is guided by Board policies, administrative procedures, and relevant State and federal statutes.

See Board Policy 5.50, *Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition*; 5:120, *Employee Ethics; Conduct; and Conflict of Interest*; and administrative procedure 5:120-AP2, *Employee Conduct Standards*.

Facilities Committee

The committee provides oversight of the District's facilities and technological infrastructure, and recommends acceptance of related donations. The Committee considers requests for advertisements on athletic fields, scoreboards, or other building locations and evaluates the proposed impact the advertisement will have on the purpose of the facility and the plan for installation and maintenance of the advertisement.

Committee members include Board members, District-level administrators, and others as necessary.

See Board Policies 2.20, *Powers and Duties of the School Board; Indemnification*; 4.150, *Facility Management and Building Programs*; 4.160, *Environmental Quality of Buildings and Grounds*; 8.25, *Advertising and Distributing Materials in Schools Provided by Non-School Related Entities*; 8.80, *Gifts to the District*.

Gender Support Team

The team will identify accommodations for a specific student based upon the needs expressed by the student.

Membership will be appropriate staff; the Attorney for the District should be invited to be a member.

See Board Policy 7.10, *Equal Educational Opportunities*.

Insurance Committee

The membership and scope of responsibilities and authority are as specified in the employee negotiated contracts.

See Board Policy 4.100, *Insurance Management*.

Pandemic Planning Team

This team builds a strong relationship with the local health department and emergency medical agencies and uses their assistance to develop and implement a comprehensive pandemic influenza school action plan and build awareness of the final plan among staff, students, and the community.

Team members may include one or two Board members, administrators, and staff members.

See Board Policy 4.180, *Pandemic Preparedness; Management; and Recovery*, and its procedures.

Performance Educational Reform Act (PERA) and Reduction in Force (RIF) Joint Committees

1. **PERA joint committee.** This mandatory committee develops a plan for incorporating data and indicators of student growth into the teacher evaluation plan. The joint committee is “composed of equal representation selected by the district and its teachers, or where applicable, the exclusive bargaining representative of its teachers.” 105 ILCS 5/24A-4(b). If, within 180 calendar days of the committee’s first meeting, the committee does not reach an agreement on the plan, the District must implement ISBE’s model evaluation plan with respect to the use of data and indicators on student growth. The amendment of an evaluation plan continues to be a mandatory subject of bargaining. This committee also agrees to the panel of qualified evaluators that reviews appeals of unsatisfactory performance ratings and determines the criteria for successful appeals. 105 ILCS 5/24A-5.5. This committee must also establish: (a) a teacher evaluation plan that ensures that each tenured teacher whose performance is rated as either excellent or proficient is evaluated at least once in the course of the three school years after receipt of the rating, and (b) implement an informal teacher observation plan established by ISBE rule and by agreement of this committee to ensure that each tenured teacher in this category is at least informally observed at least once in the course of the two school years after receipt of the excellent or proficient rating. 105 ILCS 5/24A-5, amended by P.A. 102-252.
2. **RIF joint committee.** This mandatory committee convenes annually to consider issues identified in the statute concerning the selection of teachers for layoff. 105 ILCS 5/24-12(c). On or before December 1 each year, the RIF joint committee must be established and must

hold its first meeting. It is composed of individuals appointed by the Board and the teachers (or the exclusive bargaining representative of its teachers).

Risk Management Committee

This committee develops, maintains, and oversees implementation of the District's Risk Management Program in order to protect the District against any property damage or against any liability or loss which may be imposed upon it or one of its employees for a tortious act under Federal or State common or statutory law, or imposed upon it under the Workers' Compensation Act, the Workers' Occupational Diseases Act, or the Unemployment Insurance Act. The committee approves the use of Tort Immunity Act levy funds for educational, inspectional, and supervisory services directly relating to loss prevention and loss reduction; the salaries of personnel responsible for implementing the Risk Management Program including identifying and analyzing loss exposures, selecting techniques for responding to loss exposures, implementing the chosen techniques, and monitoring the decisions made and implementing appropriate changes; and expenditures associated with implementing techniques chosen to respond to loss exposures.

The committee includes Board members, the Superintendent, the Attorney for the District, the Business Manager, and the Director of Operations.

See Board Policy 4.170, *Safety*.

Safety Committee

This committee creates and maintains a uniform school emergency operation plan for Unit 5 schools that is flexible enough to accommodate each school's unique characteristics and situation, consistent with State and federal law, 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, National Incident Management System (NIMS), and Presidential Policy Directive 8, and utilizes best practices following the Guide for Developing High-Quality School Emergency Operations Plans.

Committee members include Board members, Attorney for the District, other District-level administrators, building-level administrators, nurses, counselors, other school representatives, law enforcement, fire, EMS representatives, and other appropriate community representatives.

See Board Policy 4.170, *Safety*.

District Safety Team

This team builds awareness about and supports the development and implementation of the District's:

1. Targeted School Violence Prevention Program.
2. Anti-bullying program, as appropriate.

Team members include the Director of Safety and Security, the Attorney for the District, and representatives from the groups listed in procedure 4.170-AP1, *Comprehensive Safety and Security Program*, Part C, Director of Safety and Security and District Safety Team; Responsibilities.

See Board Policies 4.170, *Safety*; and procedure 4.170-AP1, *Comprehensive Safety and Security Program*; 4.190, *Targeted School Violence Prevention Program*, and procedure 4.190-AP1,

Adopted: January 28, 2009

Reviewed: February 2024

Amended: March 20, 2024

Targeted School Violence Prevention Program 7.180, Prevention of and Response to Bullying Intimidation, and Harassment; and procedure 7.180-AP1, Prevention, Identification, Investigation, and Response to Bullying.

Sex Equity Committee

The committee supports the District's efforts to eliminate sexual harassment by advising the Superintendent or designee on prevention, intervention, and education.

Committee members may include community representatives, District administrators, teachers, and students.

See Board policies 2.260, *Uniform Grievance Procedure*; 2.265, *Title IX Sexual Harassment Grievance Procedure*; 5.10, *Equal Employment Opportunity*; 5.20, *Workplace Harassment Prohibited*; 7.10, *Equal Educational Opportunities*; 7.20, *Harassment of Students Prohibited*; 7.180, *Prevention of and Response to Bullying, Intimidation, and Harassment*; and 7.185, *Teen Dating Violence Prohibited*.

Time Out and Physical Restraint Oversight Team

The Time Out and Physical Restraint Oversight Team is required. The Team includes, but is not limited to, Building Principals, teachers, paraprofessionals, school service personnel, and administrators to develop:

1. A school district plan, including school-specific considerations, for reducing and eventually eliminating the use of isolated time out, time out, and physical restraint in accordance with the goals and benchmarks established by ISBE; and
2. Procedures to implement the plan and make the plan available for review by parents/guardians.

The Team also supported the District's submission to ISBE of the plan by July 1, 2022 and of progress reports annually thereafter through July 1, 2024, as well as notification to parents/guardians when plans and progress reports are available for review.

Title I Advisory Committee

This committee is required if the District receives or desires to receive Title I funds. The committee supports the development and implementation of the District's Title I plan. Its activities may include, at the Superintendent's or designee's directive:

1. Facilitating the active involvement of parents/guardians in their children's academic success by such activities as coordinating Title I parent-teacher conferences, providing information to help parents/guardians assist their children, coordinating volunteer or paid participation by parents/guardians in school activities, and establishing a process to respond to parents/guardians' inquiries and recommendations.
2. Distributing Title I informational materials.
3. Consulting regarding the District's Title I Plan.
4. Supporting the implementation of Board policy 6.170, *Title I programs*.

Committee members include parents/guardians and family members of Title I children.

See Board Policy 6.170, Title I Programs; 6.170-AP1, E1, *District-Level Parent and Family Engagement Compact*.

Transitional Bilingual Education (TBE) Programs Parent Advisory Committee

This committee is required. The committee maximizes the practical involvement of parents/guardians of students in the District's TBE program(s). Its purpose is to:

1. Afford parents/guardians the opportunity to effectively express their views; and
2. Ensure that the District's program(s) are planned, operated, and evaluated with the involvement of, and in consultation with, parents/guardians of students served by the program(s).

This committee must elect officers, establish internal rules, guidelines, and procedures.

All Building Principals with a TBE program located in their school or their designees serve on this team. Other committee members must include parents/guardians of students enrolled in the TBE program(s), transitional bilingual education teachers, counselors, and representatives from community groups. A majority of the committee members must be parents/guardians of students enrolled in the TBE program.

Transportation Committee(s)

The committee studies and advises the Superintendent on ways to provide timely and safe transportation within budget and that promotes student learning including reviewing the number of buses needed to provide student transportation, alternative ways to provide student transportation, composition and ownership of the bus fleet, reducing the number of late buses, hiring and retention practices of the transportation contractor, bus stop locations, school start and dismissal times, walking hazards, and behavior management on buses.

See Board Policies 4.100, Insurance Management; 4.110, Transportation; 7.60, Residence.

Wellness Committee

The committee serves in an advisory capacity regarding the health and well-being of students and staff members and participates in the development, implementation, periodic reviews, and updates of policy 6:50, School Wellness. 7 C.F.R. §210.31(d)(1). This committee also develops and implements the District's Anaphylaxis Prevention, Response, and Management Program. It monitors the program and establishes a schedule to ensure the Superintendent reports on the program's effectiveness to the Board at least once every three years.

Committee members include members of the Board, District-level administrators, building administrators, the Director of Safety and Security (see 4.170-AP1, Comprehensive Safety and Security Program, Part C, District Director of Safety and Security and District Safety Team; Responsibilities), District 504 Coordinator (see Board Policy 6.120, *Education of Children with Disabilities*), staff members including food service employees, physical education teachers, and school health professionals, parents/guardians, community members, and students.

See Board Policies 6.50, *School Wellness*; 6.60, *Curriculum Content*, 7.285, *Anaphylaxis Prevention, Response, and Management Program*, and Administrative Procedure 7.285-AP, *Anaphylaxis Prevention, Response, and Management Program*, based upon the Ill. State Board of

Adopted: January 28, 2009

Reviewed: February 2024

Amended: March 20, 2024

Education (ISBE) Anaphylaxis Response Policy for Illinois Schools at:
www.isbe.net/Documents/Anaphylactic-policy.pdf.

Exhibit – Log of Closed Meeting Minutes

The purpose of this log is to facilitate the Board’s semi-annual review of closed meeting minutes. *Semi-annual* means every six months, or as soon after as is practicable, taking into account the nature and meeting schedule of the board. 5 ILCS 120/2.06(d), amended by P.A. 102-653. See 2:220-E5, *Semi-Annual Review of Closed Meeting Minutes*.

The Board Secretary or Clerk of the Board shall maintain a list of closed meeting minutes, arranged according to the reason for the closed meeting, that have not been released for public inspection.

Closed Session Held to Discuss:	Dates of Closed Sessions		
Specific employee(s), specific independent contractors, specific volunteers, or District legal counsel; however, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with [the Open Meetings Act]. 5 ILCS 120/2(c)(1).			
Collective negotiating matters or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2).			
Selection of a person to fill a vacancy on the Board. 5 ILCS 120/2(c)(3).			
Evidence or testimony presented in a hearing where authorized by law. 5 ILCS 120/2(c)(4).			
Evidence or testimony presented to the Board regarding denial of admission to school events or property pursuant to 105 ILCS 5/24-24, provided that the Board prepares and makes available for public inspection a written decision setting forth its determinative reasoning. 5 ILCS 120/2(c)(4.5), added by P.A. 103-311.			

Adopted: July 20, 2022
 Reviewed: February 2024
 Amended: March 20, 2024

Closed Session Held to Discuss:	Dates of Closed Sessions		
Purchase or lease of real property. 5 ILCS 120/2(c)(5).			
Setting of a price for sale or lease of District property. 5 ILCS 120/2(c)(6).			
Sale or purchase of securities, investments, or investment contracts. 5 ILCS 120/2(c)(7).			
Security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger. 5 ILCS 120/2(c)(8).			
Student disciplinary cases. 5 ILCS 120/2(c)(9). <i>Minutes of meetings held for this reason shall never be released to protect the individual student's privacy.</i>			
Any matter involving an individual student. 5 ILCS 120/2(c)(10). <i>Minutes of meetings held for this reason shall never be released to protect the individual student's privacy.</i>			
Litigation, when an action against, affecting, or on behalf of the District has been filed and is pending before a court or administrative tribunal, or when the Board finds that an action is probable or imminent. 5 ILCS 120/2(c)(11).			
Establishment of reserves or settlement of claims as provided in the Local Government and Governmental Employees Tort Immunity Act or discussion of claims,			

Adopted: July 20, 2022
Reviewed: February 2024
Amended: March 20, 2024

Closed Session Held to Discuss:	Dates of Closed Sessions		
loss or risk management information, records, data, advice or communications from or with respect to any insurer of the District or any intergovernmental risk management association or self insurance pool. 5 ILCS 120/2(c)(12).			
Self-evaluation, practices and procedures or professional ethics, when meeting with an IASB representative. 5 ILCS 120/2(c)(16).			
Minutes of meetings lawfully closed, whether for purposes of approval or semi-annual review. 5 ILCS 120/2(c)(21).			
Meetings between internal or external auditors and governmental audit committees, finance committees, and their equivalents, when the discussion involves internal control weaknesses, identification of potential fraud risk areas, known or suspected frauds, and fraud interviews conducted in accordance with generally accepted auditing standards of the United States of America. 5 ILCS 120/2(c)(29).			

Administrative Procedure - Purchases

The Attorney for the District should be consulted, as needed, regarding the legal requirements presented by this administrative procedure as well as before a contract is presented to the Board.

Requirements for Purchases and Contracts

- A Each of the following requirements describes the type of purchase and/or contract to which it applies; requirements in Sections B and C may also apply to a specific purchase or contract.
1. All purchases of goods or services must be made through the use of contracts or purchase orders, except for those purchases made from petty cash funds or the Imprest Fund, or as otherwise specifically authorized by the Superintendent or designee.
 2. Illinois Use Tax Act compliance (105 ILCS 5/10-20.21(b) and 35 ILCS 105/):
 - (a) Persons bidding for and awarded a contract, and all affiliates of the person, must collect and remit Illinois Use Tax on all sales of tangible personal property into the State of Illinois in accordance with the provision of the Illinois Use Tax Act.
 - (b) All bids and contracts must include:
 - (1) a certification that the bidder or contractor is not barred from bidding for or entering into a contract, and
 - (2) an acknowledgment that the Board may declare the contract void if the certification is false.
 3. All entities seeking to enter into a contract with the District must provide written certification to the District that it will provide a drug free workplace by complying with the Illinois Drug Free Workplace Act, 30 ILCS 580/. All contractors must comply with the notification mandates and other requirements in the Illinois Drug Free Workplace Act. "Contractor" is defined in the Illinois Drug Free Workplace Act as "a corporation, partnership, or other entity with 25 or more employees at the time of letting the contract, or a department, division, or unit thereof, directly responsible for specific performance under a contract of \$5,000 or more."
 4. Before soliciting bids or awarding a contract for supplies, materials, equipment, or services, a certified education purchasing contract that is already available through a State education purchasing entity (as defined in the Education Purchasing Program, 105 ILCS5/28A of the *School Code*), may be considered as a bid. 105 ILCS 5/10-20.21(d).
 5. All contracts must include provisions required by State or federal law, as applicable. Topics commonly requiring a provision include equal opportunity employment, prevailing wage, minimum wage, and performance bond.
 6. The procurement of architectural, engineering, and land surveying services is governed by the Local Government Professional Services Selection Act, 50 ILCS 510/, implemented by Administrative Procedure 2.170-AP1, *Qualification Based Selection*.

7. A list must be posted on the District's website, if any, of all contracts in excess of \$25,000 and any contract with an exclusive bargaining representative. 105 ILCS 5/10-20.44(b).
8. Each contractor with the District must comply with 105 ILCS 5/10-21.9(f) and agree to:
 - (a) not allow any of its employees to have direct, daily contact at a District school or school-related activity with one or more students if the employee was found guilty of any offense listed in 105 ILCS 5/10-21.9(c) or 5/21B-80(c);
 - (b) prohibit any of its employees from having direct, daily contact at a District school or school-related activity with one or more students if the employee was found guilty of any offense in 5/21B-80(b) (certain drug offenses) until seven years following the end of the employee's sentence for the criminal offense;
 - (c) require each of its employees who will have direct, daily contact with one or more student(s) to cooperate during the District's fingerprint-based criminal history records check on him or her; and
 - (d) reimburse the District for the cost of the fingerprint-based criminal history records check that the District obtains on each employee of a contractor who will have direct, daily contact with a student(s). See Administrative Procedure 4.60-AP3, *Criminal History Records Check of Contractor Employees*.
9. For each position involving direct contact with children or students, each contractor must perform sexual misconduct related employment history reviews (EHRs) of its employees as required by 105 ILCS 5/22-94, added by P.A. 102-702, and:
 - (a) prohibit any of its employees from having direct contact with children or students if the contractor has not performed an EHR;
 - (b) discipline, up to and including termination or denial of employment, any employee who provides false information or willfully fails to disclose information required by an EHR, and prohibit any such employee from having direct contact with children or students ;
 - (c) immediately inform the District of any instances of sexual misconduct involving an employee as provided in 105 ILCS 5/22-94(j)(3);
 - (d) prohibit any of its employees from having direct contact with children or students if the District objects to the employee's assignment after being informed of an instance of sexual misconduct;
 - (e) maintain all records of EHRs and provide copies of such records upon the District's request; and
 - (f) not enter into any agreements prohibited by 105 ILCS 5/22-94(g). See 4:60-AP4, Sexual Misconduct Related Employment History Review (EHR) of Contractor Employees.
10. Each contractor with the District must comply with 105 ILCS 5/24-5 and agree:
 - (a) concerning each new employee who will have direct, daily contact with one or more student(s), to provide the District with evidence of physical fitness to perform the duties assigned and freedom from communicable disease; and

- (b) to require any new or existing employee who has and will have direct, daily contact with one or more student(s) to complete additional health examinations as required by the District and be subject to additional health examinations, including tuberculosis screening, as required by the Illinois Department of Public Health rules or order of a local health official.

~~4011.~~ Any contract to purchase food with a bidder or offeror must comply with 105 ILCS 5/10-20.21(b-10) (food donations).

~~4112.~~ ~~After 1-1-23, a~~Any pavement engineering project using a coal tar-based sealant product or high polycyclic aromatic hydrocarbon sealant product for pavement engineering-related use must comply with the Coal Tar Sealant Disclosure Act by:

- (a) requesting a bid with an alternative for asphalt-based or latex-based sealant product; and
- (b) considering whether an asphalt-based or latex-based sealant product should be used for the project based upon costs and life cycle costs that regard preserving pavements, product warranties, and the benefits to public health and safety.

13. Guaranteed energy savings contracts must comply with 105 ILCS 5/19b-1 et seq

14. Design-build contracts must comply with 105 ILCS 5/15A-1 et seq.

15. Before the Board approves a new contract for a district-administered assessment:

- (a) the Superintendent or designee must substantially present the terms of the proposal at a regular board meeting;
- (b) the public must be afforded the opportunity to comment on the proposal at the meeting; and
- (c) the Board must hold a public vote on the contract at the meeting. The Superintendent or designee shall ensure the assessment is presented in a manner such that the assessment tool and any other intellectual property of the publisher is not able to be widely disseminated to the public.

B. To the extent feasible, the following govern all purchases, and/or the award of contracts for, supplies, materials or work, and/or contracts with private carriers for transporting students, involving: (a) an expenditure of \$~~325~~,000 or less, or (b) in an emergency, an expenditure in excess of \$~~325~~,000, provided such expenditure is approved by three-quarters of the Board. See 105 ILCS 5/10-20.21(a)(xiv) (3/4s of the Board must approve an emergency expenditure in excess of \$~~325~~,000 when the bidding process is not used) and 5/29-6.1, amended by P.A. 103-460 (time limitations for transportation contracts).

1. Telephone quotations, verbal quotations, or catalog prices are used to purchase materials that are needed urgently, or small quantity orders.
2. Written quotations are used to purchase materials or services when time requirements allow. Whenever possible, quotations should be received from at least two competitors. The Superintendent or designee may negotiate with vendors at any time, including after receiving quotations.

C. The following govern all purchases and/or the award of contracts involving an expenditure in excess of \$~~32~~5,000 for purchase of supplies, and materials, or work. 105 ILCS 5/10-20.21(a).

1. Contracts are awarded to the lowest responsible bidder, considering conformity with specifications, terms of delivery, quality and serviceability, except contracts or purchases for:

- a. Services of individuals possessing a high degree of professional skill where the ability or fitness of the individual plays an important part;
- b. Printing of finance committee reports and departmental reports;
- c. Printing or engraving of bonds, tax warrants, and other evidences of indebtedness;
- d. Perishable foods and perishable beverages;
- e. Materials and work that have been awarded to the lowest responsible bidder after due advertisement, but due to unforeseen revisions, not the fault of the contractor for materials and work, must be revised causing expenditures not in excess of 10% of the contract price;
- f. Maintenance or servicing of, or provision of repair parts for, equipment which are made with the manufacturer or authorized service agent of that equipment where the provision of parts, maintenance, or servicing can best be performed by the manufacturer or authorized service agent;
- g. Use, purchase, delivery, movement, or installation of data processing equipment, software, or services and telecommunications and interconnect equipment, software, and services;
- h. Duplicating machines and supplies;
- i. Fuel, including diesel, gasoline, oil, aviation, natural gas, or propane, lubricants, or other petroleum products;
- j. Equipment previously owned by some entity other than the District itself;
- k. Repair, maintenance, remodeling, renovation, or construction, or a single project involving an expenditure not to exceed \$50,000 and not involving a change or increase in the size, type, or extent of an existing facility;
- l. Goods or services procured from another governmental agency;
- m. Goods or services that are economically procurable from only one source, such as for the purchase of magazines, books, periodicals, pamphlets and reports, and for utility services such as water, light, heat, telephone, or telegraph;
- n. Emergency expenditures when such an emergency expenditure is approved by three-quarters of the members of the Board;
- o. Goods procured through an education master contract, as defined in the Education Purchasing Program, 105 ILCS 5/28A; and
- p. Providing for the transportation of students, which contracts must be advertised in the same manner as competitive bids and awarded by first considering the bidder(s) most able to provide safety and comfort for the students, stability of service, and any other factors set forth in the request for proposal regarding quality of service, and then price.

1. Competitive bidding process:

- a. An invitation for bids is advertised, where possible, by public notice at least 10 days before the bid date in a newspaper published in the District. 105 ILCS 5/10-20.21(a).
- b. The following information should be included in the advertisement for bids:
 - 1) A description of the materials, supplies or work involved;
 - 2) Completion or delivery date requirements;
 - 3) Requirements for bids, bonds, and/or deposits;
 - 4) Requirements for performance, labor, and material payment bonds;
 - 5) Date, time, and place of the bid opening;

- 6) The approximate time period between the opening of bids and the award of the contract; and
 - 7) Any other useful information.
 - c. If specifications are available, the advertisement for bids describes where they may be obtained and/or inspected.
 - d. All bids must be sealed by the bidder. 105 ILCS 5/10-20.21(a)
 - e. A Board member or District employee opens the bids at a public bid opening at which time the contents are announced. 105 ILCS 5/10-20.21(a). With the exception of bids for construction purposes, bids may be communicated, accepted, and opened electronically. The following safeguards apply to an electronic bid opening (105 ILCS 5/10-20.21(a)):
 - 1) On the date and time of a bid opening, the primary person conducting the electronic bid process shall log onto a specified database using a unique username and password previously assigned to the bidder to allow access to the bidder's specific bid project number.
 - 2) The specified electronic database must be on a network that: (i) is in a secure environment behind a firewall; (ii) has specific encryption tools; (iii) maintains specific intrusion detection systems; (iv) has redundant systems architecture with data storage back-up, whether by compact disc or tape; and (v) maintains a disaster recovery plan.
 - f. Each bidder is given at least three days' notice of the time and place of the bid opening. 105 ILCS 5/10-20.21(a).
 - g. Conduct that promotes deception and collusion during the bidding process is prohibited and may violate the Ill. Criminal Code, 720 ILCS 5/33E-1 et seq. Examples include interference with public contracting, bid-rigging, and acquisition or disclosure of bidding information by a public official.
3. Following the opening of bids, the Superintendent or designee (and Attorney for the District, if needed) determines the lowest responsible bidder and verify the bidders' qualifications. Contracts are awarded at a properly called open meeting of the Board. If the Superintendent or designee recommends a bidder other than the lowest bidder, the Superintendent or designee must provide the Board with the factual basis for the recommendation in writing. The Board, if it accepts a bid from a bidder other than the lowest, records the factual basis for its decision in its minutes. A contract arises only when the Board votes to accept a bid, although written notice of the award will later be given to the successful bidder.
 4. Notwithstanding the foregoing, the District is relieved from bidding when making joint purchases with other public entities in compliance with the Governmental Joint Purchasing Act. 30 ILCS 525/.

LEGAL REF.: 105 ILCS 5/10-20.21, 5/10-20.44, 5/10-20.85, 5/10-21.9, 5/19A-1 et seq., 5/21B-80, and 5/24-5.
30 ILCS 580/, Ill. Drug Free Workplace Act.
35 ILCS 105/, Ill. Use Tax Act.
50 ILCS 510/, Local Government Professional Services Selection Act.
410 ILCS 170/10, Coal Tar Sealant Disclosure Act.

Administrative Procedure – Fraud, Waste, and Abuse Awareness Program

The Grant Accountability and Transparency Act (GATA) (30 ILCS 708/) and federal regulations (2 C.F.R. § 200.113) require grant fund recipients to timely disclose, in writing, all violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal awarding agency or pass-through entity, e.g., Ill. State Board of Education (ISBE).

In alignment with best practices contained in ISBE's *Fiscal Procedures Handbook*, the District has a Fraud, Waste, and Abuse Awareness Program, which includes employee reporting procedures for suspected fraud, waste, or abuse. The District will take all appropriate measures to deter fraud, waste, and abuse.

Reporting

The District encourages all District employees to be vigilant and report suspicions of fraud, waste, or abuse. Employees who make good faith reports of suspected violations of law, public corruption or wrongdoing are protected from retaliation by the provisions of the Ill. Whistleblower Act (740 ILCS 174/). See the chart below for details on how to make a report.

Enforcement

Staff members found to have engaged in fraud, waste, or abuse will be disciplined, up to and including discharge. The District will also seek to recover any wrongfully obtained assets from the employee.

Definitions

Fraud is defined as: (1) fraudulent financial reporting, (2) misappropriation of assets, and/or (3) corruption (bribery and other illegal acts). Examples of *fraud* include:

- Embezzlement, e.g., theft of cash, use of entity credit card or accounts payable systems to purchase personal items
- Collusion with others to circumvent internal controls
- Forgery or alteration of documents, e.g., checks, time cards, receipts, contracts, purchase orders, expense reimbursement paperwork, student bills, electronic files, bids, or other financial documents
- Fraudulent reporting of expenditures or other District financial information
- Misappropriation or misuse of resources, e.g., cash, securities, inventory, facilities, equipment, services, supplies, or other assets
- Impropriety in the handling or reporting of cash or financial transactions
- Unless properly authorized, accepting or seeking anything of material value from contractors, vendors, or persons providing services or materials.
- Authorization or receipt of payment for goods not received or services not performed, e.g., payments to fictitious employees or vendors
- Submitting multiple vouchers for the same expense reimbursement
- Using the District's tax exempt status for purchase of personal items
- Authorization or receipt of unearned wages or benefits
- Personal use of District property in commercial business activities
- Identity theft
- Conflict of interest or other ethics violations
- Destruction, removal, or inappropriate use of records, buildings, furniture, fixtures, or equipment

- Any similar or related irregularity to those listed

Waste is the act of using or expending resources carelessly, extravagantly, or to no purpose.

Abuse is behavior that is deficient or improper compared to the behavior that a prudent person would consider reasonable and necessary operational practice given the facts and circumstances.

The terms *fraud*, *waste*, and *abuse* are not mutually exclusive; certain conduct may constitute fraud, waste, and/or abuse.

Roles, Responsibilities, and Reporting Procedures

Actor	Action
Any Staff Member	Staff members who suspect fraud, waste, and/or abuse should do the following: <ol style="list-style-type: none"> 1. Make an oral or written report to the Superintendent and/or designee that describes the factual basis of the suspicion, including any employees involved, a description of the alleged misconduct, and any supporting evidence. Oral reports shall be followed up in writing by the staff member or Superintendent and/or designee. 2. If the staff member does not feel comfortable identifying himself/herself in making a report, the employee may deliver the report anonymously to the attention of the Superintendent and/or designee or make an anonymous call to the Superintendent and/or designee. 3. If the report concerns alleged misconduct by the Superintendent, the report may be either be made to a Complaint Manager identified in Board Policy 2:260, <i>Uniform Grievance Procedure</i>, who will notify the Board President of the report, or directly to the Board President. 4. If the reporting staff member has evidence of fraud, waste, and/or abuse, he/she must preserve the evidence and provide it to the Superintendent or designee (or designated Complaint Manager or Board President, if the report concerns the Superintendent) charged with investigating the suspected fraud, waste, or abuse.
Superintendent and/or Designee (or Complaint Manager/Board President, for cases concerning the Superintendent)	Manages actual or suspected fraud, waste, or abuse in the District. With respect to any investigation, the Superintendent and/or designee (or Complaint Manager/Board President, for cases concerning the Superintendent) shall: <ol style="list-style-type: none"> 1. Ensure all reported instances of fraud, waste, or abuse are investigated by the District, and, if appropriate, reported to the proper authorities for further investigation and potential prosecution.

Actor	Action
	<ol style="list-style-type: none"> 2. Consult with the board attorney as needed regarding any investigation. 3. Keep the Board informed of any ongoing investigations. 4. Ensure the District cooperates with law enforcement in any criminal fraud investigations. 5. Make all reasonable efforts to ensure the preservation of evidence relevant to an investigation. 6. Effectuate (or recommend to the Board) discipline of employees who engage in fraud, waste, or abuse in accordance with Board policies and any applicable collective bargaining agreement(s). 7. Manage communications with the media regarding investigations, as needed. 8. Manage District efforts to seek recovery of wrongfully obtained assets, as appropriate.
<p>Superintendent and/or Designee</p>	<ol style="list-style-type: none"> 1. Manage annual communication of the District's Fraud, Waste, and Abuse Awareness Program to staff and grant sub-recipients/subcontractors, including how employees should report suspected fraud, waste, or abuse. 2. Manage ethics and standards of conduct training for all District employees. 3. Periodically review the District's Fraud, Waste, and Abuse Awareness Program and related reporting procedures.

Administrative Procedure - Environmental Quality of Buildings and Grounds

Hazardous and/or Infectious Materials

The Director of Operations or designee is responsible for the District's compliance with State and federal law concerning toxic, hazardous and/or infectious materials. This includes requirements in the federal Occupational Safety and Health Administration (OSHA) *Hazard Communication Standards* (29 C.F.R. §1910.1200), adopted by the State Toxic Substances Disclosure to Employees Act (820 ILCS 255/, otherwise inoperative). See information on OSHA's website at www.osha.gov/dsg/hazcom/index.html.

Pesticide Application on School Grounds

The Director of Operations or designee is responsible for compliance with the Lawn Care Products Application and Notice Act (415 ILCS 65/3) and the Pesticide Application at Schools Act (105 ILCS 160/) and shall:

1. Provide an annual schedule of pesticide application to the supervisor of each District building, ensuring that the applications take place outside of normal school hours (Monday through Friday, before 7 a.m. or after 4 p.m. or on days when students are not in attendance).
2. In coordination with the supervisor of each District building (including each Building Principal), notify employees and students and their parents/guardians in each building. The notification must:
 - a. Be provided at least 4 business days before a pesticide application on school grounds.
 - b. Be written or by telephone. If written, the notice may be included in newsletters, calendars, or other correspondence currently being published.
 - c. Identify the intended date of the application.
 - d. Provide the name and telephone contact number for the Director of Operations or designee or other school personnel responsible for the pesticide program.

An exception to this notification is permitted if there is an imminent threat to health or property, in which case the Lawn Care Products Application and Notice Act shall control. If such a situation arises, the Director of Operations or designee must sign a statement describing the circumstances that gave rise to the health threat and ensure that written or telephonic notice is provided as soon as practicable.

Pesticide Application in School Buildings and Structures

The Director of Operations or designee is responsible for compliance with the requirements in the Structural Pest Control Act (225 ILCS 235/) and shall:

1. Provide an annual schedule of pesticide application to the supervisor of each District Building, ensuring that the applications take place outside of normal school hours (Monday through Friday, before 7 a.m. or after 4 p.m. or on days when students are not in attendance).

2. In coordination with the supervisor of each District building (including each Building Principal):
 - a. Maintain a registry of all employees and parents/guardians of students.
 - b. Notify those employees and parents/guardians of students before pesticides are applied in or on each building. The notification must:
 - i. Be provided at least 2 business days before a pesticide application in or on school buildings.
 - ii. Be written. The notice may be included in newsletters, bulletins, calendars, or other correspondence currently being published.
 - iii. Identify the intended date of the application.
 - iv. Provide the name and telephone contact number for the Director of Operations or designee or other school personnel responsible for the pesticide program.

An exception to this notification is permitted if there is an imminent threat to health or property, in which case the Structural Pest Control Act shall control. If such a situation arises, the Director of Operations or designee must sign a statement describing the circumstances that gave rise to the health threat and ensure that written notice is provided as soon as practicable.

The Director of Operations or designee is responsible for the District's integrated pest management program and the District's compliance with the Structural Pest Control Act (225 ILCS 235/).

- Applicable if the Superintendent determines that an integrated pest management program is economically feasible:*

The Director of Operations or designee shall:

- (1) develop and implement a program incorporating the Department of Public Health guidelines;
- (2) notify the Department, on forms provided by the Department, that a program is being implemented;
- (3) repeat the notification every 5 years after the initial notification; and
- (4) keep copies of all notifications and all written integrated pest management program plans.

- Applicable if the Superintendent determines that adopting an integrated pest management program is not economically feasible because such adoption would result in an increase in pest control costs:*

The Director of Operations or designee shall:

- (1) notify the Department, on forms provided by the Department, that the development and implementation of an integrated pest management program is not economically feasible;

- (2) include in the notification the projected pest control costs for the term of the pest control program and projected costs for implementing a program for that same time period;
- (3) repeat this notification every 5 years after the initial notification until a program is developed and implemented; and
- (4) attend a training course, approved by the Department, on integrated pest management and repeat attendance every 5 years thereafter until a program is developed and implemented in the District's schools.

The Director of Operations or designee shall maintain copies of all notifications that are required by the Structural Pest Control Act and provide the Building Principal(s) or designee(s) sufficient information to allow him/her/them to inform all parents/guardians and school employees at least once each school year that the District has met its notification requirements.

Training and Necessary Equipment

Each Building Principal and non-certificated staff supervisor shall ensure that all staff members under his or her supervision receive training on the safe handling and use of hazardous materials as required by 105 ILCS 5/10-20.17a. Emergency response and evacuation plans must be a part of the training.

Before an employee is given an assignment where contact with blood or bodily fluids or other hazardous material is likely, the employee must be provided the necessary training, including training in the universal precautions and other infection control measures to prevent the transmission of communicable diseases and/or to reduce potential health hazards as required by 23 Ill. Admin. Code §1.330. The appropriate supervisor shall maintain an attendance record of an employee's participation in the training.

Substitute Non-Hazardous Materials

District staff shall comply with State law governing toxic art supplies in schools, 105 ILCS 135/. This includes substituting non-hazardous material for hazardous substances whenever possible and minimizing the quantity of hazardous substances stored in school facilities. No art or craft material containing a toxic substance shall be ordered or purchased for use through grade 6; material containing toxic substances may be used in grades 7 through 12 only if properly labeled according to State law.

Infectious Materials

The Director of Operations or designee shall prepare and distribute to all employees an Occupational Exposure Control Plan to eliminate or minimize occupational exposure to potentially infectious materials. The Plan shall comply with the Bloodborne Pathogens Standards adopted by State and federal regulatory agencies and an updated copy given to the Superintendent annually. The Plan shall address the following issues:

1. Exposure determination. Positions that do not subject the employee to occupational exposure are generally exempt from the Plan and the Standards.
2. Implementation schedule specifying how and when risks are to be reduced. The Standards are very specific on risks reduction, e.g., Universal Precautions must be followed;

engineering and work practice controls are specified (hand washing, restricted food areas); personal protection equipment must be provided; housekeeping requirements are specified (regulated waste disposal and laundry); vaccination requirements (all employees who have occupational exposure must be offered, at employer expense, the hepatitis B vaccine and vaccination series); communication of hazards to employees through labeling and training; and recordkeeping.

3. Process for ensuring that all medical evaluations and procedures, including the hepatitis B vaccine and vaccination series and post-exposure evaluation and follow-up, are available as required by law.
4. Procedures for evaluating an exposure incident.

Emergency Response Plan

The Building Principal shall ensure that proper procedures for the cleanup of potentially hazardous material spills are followed including the following:

1. A building custodian is responsible for the actual cleanup,
2. Personal protective equipment, chemical neutralization kits, and absorbent material are available in each building at all times, and
3. Spill residue is placed in containers designated for such purpose and disposed of in compliance with local, State, and federal law.

Evacuation

The Building Principal shall ensure compliance with the School Safety Drill Act, 105 ILCS 128/. This includes, among other things, ensuring that evacuation rules are posted in each room and discussed with each class using the room during the first days of the school year. The evacuation rules indicate the primary and alternate exits and the evacuation area to which students should proceed upon leaving the building.

The Building Principal shall conduct evacuation drills according to *Board policy 4.170*, and *Administrative procedure 4.170-AP1*.

LEGAL REF.: 29 C.F.R. 1910.1030, adopted by the Ill. Department of Labor, 56 Ill. Admin. Code §350.300.
29 C.F.R. §1910.1200, Occupational Safety and Health Administration Hazard Communication Standards, adopted by 820 ILCS 255/1.5, Toxic Substances Disclosure to Employees Act.
105 ILCS 5/10-20.17a and 5/10-20.49
105 ILCS 135/, Toxic Art Supplies in School Act.
105 ILCS 140/, Green Cleaning School Act.
105 ILCS 160/, Pesticide Application at Schools Act.
225 ILCS 235/, Structural Pest Control Act.
415 ILCS 65/, Lawn Care Products Application and Notice Act.
23 Ill. Admin. Code §1.330, Hazardous Materials Training.

Administrative Procedure - Comprehensive Safety and Security Program

Contents

- A. Safety and Security Related Policies, Administrative Procedures, and Forms
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 - C. Director of Safety and Security and District Safety Team; Responsibilities
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 - G. Material to be Included in Each Building EOP
 - H. Managing Communications About an Emergency
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 - J. Resources
- 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 Incident Report 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-AP2, E4 Letter to Parents/Guardians About Preventing and Reducing Incidences of Sexting
- 4.170-AP2, E5 Notice to Parents/Guardians of Lockdown Drill; Opt-out
- 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 or Other Virus/Disease
- 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

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4.190-AP2, E4	Responding to Types of Threats
4.190-AP2, E5,	Threat Assessment Case Management Strategies
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
7:140-E1	Letter to Parents/Guardians Regarding the Right to Privacy in the School Setting Act
7:150-AP	Agency and Police Interviews
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 and recommendations including:

- Safety and security data from incidents, investigations, audits, etc.
- Recommendations received from stakeholders and first responders
- Emerging issues
- Status of EOPs
- Status of safety and security communication systems

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 the Ill. State Board of Education (ISBE) 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/, amended by P.A. and 102-395, 102-791, 103-104, eff. 1-1-24, and 103-197, eff. 1-1-24) 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 school 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

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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 lockdown 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 lockdown 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.

Schools must notify parents/guardians in advance of any lockdown drill that involves student participation, and must allow parents/guardians to exempt their child from participating for any reason. The District may, at its discretion, exempt a student from participating in a lockdown drill. 105 ILCS 128/20(c)(4), added by P.A. 102-395. When deciding whether to exempt a student, the District must include the student's individualized education program team or 504 plan team, if any, in the decision. 105 ILCS 128/20(c)(4), amended by P.A. 103-197, eff. 1-1-24. For students who do not participate in the lockdown drill, districts must provide alternative safety education and instruction related to an active threat or active shooter event. For students who do participate in the lockdown drill, districts must allow them to ask questions related to it. See Administrative Procedure 4.170-AP2, E5, *Notice to Parent/Guardian of Lockdown Drill; Opt-Out*. In addition, a law enforcement lockdown 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 lockdown drill. The Building Principal and the local law enforcement agency shall set, by mutual agreement, a date for the drill.
- The lockdown 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 lockdown drill was conducted. The local law enforcement agency shall also notify the school of any deficiencies noted during the drill.
- The lockdown drill cannot include any simulations that mimic an actual school shooting incident or active shooter event. Law enforcement may only run an active shooter simulation, including simulated gun fire drills, on school days when students are not present.
- All lockdown drills must be announced in advance to all school personnel and students prior to the commencement of the drill.
- Lockdown drill content must be age and developmentally appropriate, and must include trauma-informed approaches to address the concerns and well-being of school personnel.
- Lockdown drills must include and involve school personnel, including school-based mental health professionals.

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 include a plan for local law enforcement to rapidly enter a school building in an emergency. 105 ILCS 128/50 (final citation pending), added by P.A. 103-194, eff. 1-1-24.

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 also The Role of Districts in Developing High-Quality School Emergency Operations Plans: A Companion to the School Guide (2019), at: https://rems.ed.gov/docs/District_Guide_508C.pdf; and 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 Building Principal shall schedule, execute, and document safety drills as per the School Safety Drill Act (105 ILCS 128/, amended by P.A.s 102-395, 102-791, 103-104, eff. 1-1-24, and 103-197, eff. 1-1-24) 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, fire extinguishers, and any trauma kits (105 ILCS 5/10-20.85, added by P.A. 103-128), 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 and staff 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 5/10-20.72, renumbered by P.A. 102-558).
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. Observes or 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 a battery committed against any staff member or is subject to a battery. 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. 105 ILCS 5/10-27.1A(b), 5/10-27.1B, and 5/10-21.7. 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

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

The Role of Districts in Developing High-Quality School Emergency Operations Plans: A Companion to the School Guide

https://rems.ed.gov/docs/District_Guide_508C.pdf

Readiness and Emergency Management for Schools (REMS) Technical Assistance (TA) Center Tool Box

www.rems.ed.gov/toolbox.aspx

ALICE (Alert, Lockdown, Inform, Counter, Evacuate) Training Institute

www.alicetraining.com

ISBE/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, including School Safety Information Sharing

<https://ready.illinois.gov/plan/schools.html>

Safe2Help Illinois, designed to offer students a safe, confidential way in which to share information that might help prevent suicides, bullying, school violence, or other threats to school safety,

www.safe2helpil.com/

Illinois Terrorism Task Force

<https://ready.illinois.gov/hazards/terrorism.html>

National Association of School Psychologists (NASP) - Recommendations for Comprehensive School Safety Policies

www.nasponline.org/resources-and-publications/resourcesand-podcasts/school-safety-and-crisis

U.S. Secret Service (USSS) National Threat Assessment Center

www.secretservice.gov/protection/ntac

Improving School Safety Through Bystander Reporting: A Toolkit for Strengthening K-12 Reporting Programs, developed by the USSS NTAC and the Cybersecurity and Infrastructure Security Agency (CISA)

www.secretservice.gov/sites/default/files/reports/2023-05/cisa-ussk-12-bystander-reporting-toolkit-508_final_0.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.ojp.gov/ncjrs/virtuallibrary/abstracts/bomb-threat-response-interactive-planning-tool-schools-cd-rom

School Crisis Guide - Help and Healing in a Time of Crisis, published by NEA Health Information Network

www.nea.org/resource-library/neas-school-crisis-guide

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 / General Personnel - Coordination with Children's Advocacy Center

Children's Advocacy Centers (CACs) are child-focused, trauma-informed, facility-based programs that provide a multi-disciplinary, comprehensive response to child abuse. Illinois CACs are organized and operate under the Children's Advocacy Center Act. 55 ILCS 80/. CACs are accredited based on standards set by the National Children's Alliance. 55 ILCS 80/2.5. See www.nationalchildrensalliance.org/.

The District must coordinate with the McLean County CAC to implement the **Alleged Incidents of Sexual Abuse; Investigations** subhead of Board policy 5:90, *Abused and Neglected Child Reporting*. 105 ILCS 5/22-85, added by P.A. 101-531. For a map of accredited CACs, see www.childrensadvocacycentersofillinois.org/about/map. Use this procedure to coordinate with the McLean County CAC.

Glossary of Terms

Alleged incident of sexual abuse - An incident of sexual abuse of a child (as defined in the Ill. Criminal Code of 2012, 720 ILCS 5/11-9.1A) that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: (1) on school grounds or during a school activity; or (2) outside of school grounds or not during a school activity. 105 ILCS 5/22-85(b), added by P.A. 101-531.

Alleged victim - A student who is alleged to be the victim of an alleged incident of sexual abuse.

Appropriate law enforcement agency - A law enforcement agency whose employees have been involved, in some capacity, with an investigation of a particular alleged incident of sexual abuse. 105 ILCS 5/22-85(b), added by P.A. 101-531.

Child advocate - May be a school social worker, a school or equally-qualified psychologist, or a person in a position the Ill. State Board of Education (ISBE) has identified as an appropriate advocate for a student during a school's investigation into an alleged incident of sexual abuse. 105 ILCS 5/22-85(i), added by P.A. 101-531.

Forensic interview - An interview between a trained forensic interviewer, as defined by National Children's Alliance standards, and a child in which the interviewer obtains information from children in an unbiased and fact-finding manner that is developmentally appropriate and culturally sensitive to support accurate and fair decision making by the multidisciplinary team in the criminal justice and child protection systems. 55 ILCS 80/2.5.

School personnel - School employees, vendors, and volunteers.

Sexual Abuse and Sexual Assault - See Ill. Criminal Code of 2012 definitions at:

- 720 ILCS 5/11-9.1A. Permitting sexual abuse of a child.
- 720 ILCS 5/11-1.20. Criminal sexual assault.
- 720 ILCS 5/11-1.30. Aggravated criminal sexual assault.
- 720 ILCS 5/11-1.40. Predatory criminal sexual assault of a child.
- 720 ILCS 5/11-1.50. Criminal sexual abuse.
- 720 ILCS 5/11-1.60. Aggravated criminal sexual abuse.

Coordination with CAC

Actor	Action
ISBE	Identifies persons in positions who may be appropriate child advocates for students during a school's investigation into an alleged incident of sexual abuse. As of March 2020, ISBE has not identified any persons.
Superintendent or designee	<p>Establishes a CAC Coordination Committee to operate as a Superintendent committee. See 2:150-AP, <i>Superintendent Committees</i>. Consider including:</p> <ul style="list-style-type: none"> District Nondiscrimination Coordinator (see 2:260, <i>Uniform Grievance Procedure</i>; and 2:265, <i>Title IX Sexual Harassment Grievance Procedure</i>) District Safety Coordinator (see 4:170-AP1, <i>Comprehensive Safety and Security Plan, Part C, District Safety Coordinator and Safety Team; Responsibilities</i>) District-level administrators Building Principals (Building Principals are mandatory for successful implementation of the Alleged Incidents of Sexual Abuse; Investigations subhead of policy 5:90, <i>Abused and Neglected Child Reporting</i>) School personnel Employees from the accredited CAC that serves the District <p>The CAC Coordination Committee will coordinate the interaction between school personnel and a student after an alleged incident of sexual abuse is reported including supportive measures for the student and safety concerns.</p> <p>Note: To achieve the minimum requirement of State law that the District coordinate with its local CAC, this procedure establishes an administrative committee. Establishing a committee provides a best practice for aligning with governance principles and examining implementation issues specific to each individual school district and the CACs that serve each district. While smaller school districts, e.g., one-building districts, may be able to implement a program through one meeting, larger school districts will likely require the uniform coordination this Committee provides.</p> <p>Informs the School Board of the Committee's progress and needs by adding information items to the Board's agendas as needed.</p> <p>Ensures that at least every two years, school personnel are trained to understand, provide information and referrals to, and address issues pertaining to students who are parents, expectant parents, or victims of domestic or sexual violence. Note: 105 ILCS 5/10-22.39(db-25), added by P.A. 103-542, eff. 1-1-24 and operative 7-1-24, requires this training to be conducted by persons with expertise in domestic and sexual violence and the needs of expectant and parenting students and must include training concerning each of the following:</p> <ol style="list-style-type: none"> 1. Communicating with and listening to student victims of domestic or sexual violence and expectant and parenting students.

Actor	Action
	<ol style="list-style-type: none"> 2. Connecting student victims of domestic or sexual violence and expectant and parenting students to appropriate in-school services and other agencies, programs, and services as needed. 3. Implementing the school district's policies, procedures, and protocols with regard to such students, including confidentiality. At a minimum, school personnel must be trained to understand, provide information and referrals, and address issues pertaining to such students. 4. Procedures for responding to incidents of teen dating violence that take place at school, on school grounds, at school-sponsored activities, or in vehicles used for school-provided transportation as outlined in 105 ILCS 110/3.10.
School Personnel	<p>Upon suspecting or receiving knowledge of an alleged incident of sexual abuse, shall perform each of the following (105 ILCS 5/22-85(c), added by P.A. 101-531):</p> <ol style="list-style-type: none"> 1. Immediately report to the Ill. Dept. of Children and Family Services (DCFS) on its Child Abuse Hotline 1-800-25-ABUSE (1-800-252-2873 (within Illinois); 1-217-524-2606 (outside Illinois); or 1-800-358-5117 (TTY). 2. Follow directions given by DCFS concerning filing a written report within 48 hours with the nearest DCFS field office. 25 ILCS 5/7, amended by P.A. 101-583. The written report shall include, if known, each of the following: <ul style="list-style-type: none"> The name and address of the child, his or her parents/guardians, or other persons having custody; The child's age; The child's condition, including any evidence of previous injuries or disabilities; and Any other information that the reporter believes may be helpful to DCFS for its investigation. 3. Promptly notify the Superintendent or Building Principal that a report has been made.
Superintendent or Building Principal	<p>Immediately coordinates any necessary notifications to the student's parents/guardians with DCFS, the applicable school resource officer (SRO), and/or local law enforcement which includes the local State's Attorney's Office.</p> <p>Notifies the District's Nondiscrimination Coordinator of the reported alleged incident of sexual abuse.</p>
DCFS and/or Appropriate Law Enforcement Agency	<p>Determines whether to accept a reported alleged incident of sexual abuse for investigation. If a reported alleged incident is accepted, refers the matter to the CAC serving the District. 105 ILCS 5/22-85(d), added by P.A. 101-531.</p> <p>Note: If neither DCFS nor law enforcement investigate the alleged incident of sexual abuse, the District can move forward with its own investigation without CAC involvement.</p>

Actor	Action
CAC	<p>Coordinates the investigation of the alleged incident of sexual abuse in accordance with its existing multidisciplinary team protocol and National Children’s Alliance accreditation standards. 105 ILCS 5/22-85(e)(1), added by P.A. 101-531.</p> <p>Facilitates communication between the DCFS/law enforcement multidisciplinary team investigating the alleged incident of sexual abuse and the District’s Nondiscrimination Coordinator. At a minimum:</p> <ol style="list-style-type: none"> 1. Ensures that all applicable parties have each other’s contact information; and 2. Shares the CAC’s protocol regarding the process of approving the viewing of a forensic interview by school personnel, and a contact person for questions regarding the protocol. 105 ILCS 5/22-85(e)(2), added by P.A. 101-531.
Nondiscrimination Coordinator	<p>Upon being notified of the reported alleged incident of sexual abuse by the Superintendent or Building Principal, shall:</p> <p>Open and conduct the District’s investigation into the alleged incident of sexual abuse in accordance with policy 7:20, <i>Harassment of Students Prohibited</i>.</p> <p>Schedule regular follow-up calls to the CAC to inquire whether DCFS/law enforcement has opened an investigation into the alleged incident of sexual abuse.</p> <p>If DCFS/law enforcement investigation is not opened, stops using this procedure and continues the District’s investigation in accordance with policy 7:20, <i>Harassment of Students Prohibited</i>.</p> <p>If DCFS/law enforcement investigation is opened, continues with the following steps.</p> <p>Notes the date DCFS/law enforcement opened its investigation and sets a reminder for 15 calendar days after it.</p> <p>Note: This time period is important because the CAC has 15 calendar days to conduct a forensic interview of the alleged victim. During this time, the District is cannot interview the alleged victim regarding the alleged incident.</p> <p>While the child abuse and/or criminal investigations related to the alleged incident of sexual abuse are being conducted by DCFS/law enforcement, the Nondiscrimination Coordinator:</p> <p>Continues the District’s investigation, which may include interviewing the alleged witnesses and/or the alleged perpetrator.</p> <p>May request information from the alleged victim or his or her parent/guardian to ensure his or her safety and well-being at school during the investigations. 105 ILCS 5/22-85(f), added by P.A. 101-531.</p>

Actor	Action
	<p>Refrains from interviewing the alleged victim until after the CAC completes its forensic interview. 105 ILCS 5/22-85(f), added by P.A. 101-531.</p> <p>Upon request, must inform DCFS/law enforcement investigators of any evidence it has gathered, as permitted by federal or State law. 105 ILCS 5/22-85(f), added by P.A. 101-531.</p> <p>Note: Evidence gathered by the Nondiscrimination Coordinator during the District’s investigation may be confidential under the Illinois School Student Records Act (105 ILCS 10/) and the Family Rights and Educational Privacy Act (20 U.S.C. §1232g). Consult the Board Attorney regarding what disclosures, if any, are allowed in response to a request from DCFS and/or law enforcement and conditions that must be met prior to disclosure.</p> <p>Schedule regular follow-up calls with the CAC to inquire about the status of the forensic interview of the alleged victim.</p>
CAC	<p>Informs the Nondiscrimination Coordinator that:</p> <ol style="list-style-type: none"> 1. The forensic interview of the alleged victim is complete, and the electronic recording of the forensic interview may be viewed; or 2. The CAC determined a forensic interview will not be conducted. 105 ILCS 5/22-85(g), (h), added by P.A. 101-531.
Nondiscrimination Coordinator	<ol style="list-style-type: none"> 1. If the electronic recording of the forensic interview of the alleged victim is available for viewing: <ol style="list-style-type: none"> A. Verifies the CAC has obtained informed consent from an alleged victim over the age of 13 or the alleged victim’s parent/guardian for school personnel to view the forensic interview (105 ILCS 5/22-85(h), added by P.A. 101-531); and Note: Each CAC may have its own consent form. Contact your local CAC to confirm that it will obtain written consent from the alleged victim over the age of 13 or the alleged victim’s parent/guardian (if under the age of 13). B. Views the electronic recording of the forensic interview. 2. If the CAC has not performed a forensic interview of the alleged victim within 15 calendar days after DCFS/law enforcement opens an investigation, notifies the CAC that the District intends to interview the alleged victim.
CAC	<p>After receiving notification that the District intends to interview the alleged victim, has 10 additional calendar days to conduct a forensic interview. 105 ILCS 5/22-85(g), added by P.A. 101-531.</p>
Nondiscrimination Coordinator	<p>If the CAC does not conduct a forensic interview of the alleged victim within the 10 additional calendar days, proceeds with the District’s interview of the alleged victim. <u>Id.</u></p>

Actor	Action
	<p>If the alleged victim is under 18 years old, makes a child advocate available to the alleged victim and allows the child advocate to be present during the interview. A child advocate may be a school social worker, a school or equally qualified psychologist, or a person in a position that ISBE has identified as an appropriate advocate for a student during a school's investigation into an alleged incident of sexual abuse. 105 ILCS 5/22-85(i), added by P.A. 101-531.</p> <p>Schedules regular follow-up calls to DCFS/law enforcement to inquire if the investigation of an incident has been suspended and/or is complete, including the outcome of the investigation. 105 ILCS 5/22-85(j), (k), added by P.A. 101-531.</p>

General Personnel - Employee Conduct Standards

Professional, ethical, and lawful behavior is expected of all District staff members, both inside and outside the workplace. Section 24-24 of the School Code requires both certificated employees and educational support personnel to maintain discipline in the schools, including school grounds. In all matters relating to the discipline in and conduct of the schools, they stand in the relation of parents and guardians to students. Accordingly, all employees of the District hold a position of public trust and their actions are subject to much greater scrutiny than that given to the activities of the average person. Employees of the District serve as role models to students, and employees' unprofessional, unethical, immoral, inappropriate, or unlawful behavior has a deleterious effect on the District and greatly impedes their ability to adequately fulfill their duties and maintain discipline.

The standards listed below serve as a notice of expected conduct. The standards are intended to protect the health, safety, and general welfare of students and employees, ensure the community a degree of accountability within the District, and define misconduct justifying disciplinary action. The listed standards are not a complete list of expectations and, depending on the factual context, an employee may be disciplined for conduct that is not specifically listed. The conduct standards apply to all District employees to the extent they do not conflict with an applicable collective bargaining agreement; in the event of a conflict, the provision is severable and the applicable bargaining agreement will control. In addition, each educator must comply with 5.120-E1, *Code of Ethics for Illinois Educators*, adopted by the Ill. State Board of Education (ISBE) (23 Ill. Admin. Code Part 22).

All school employees shall:

1. Exhibit positive examples of preparedness, punctuality, attendance, self-control, language, and appearance.
2. Exemplify honesty and integrity. Violations of this standard include but are not limited to falsifying, misrepresenting, omitting, or erroneously reporting the professional qualifications of oneself or another individual or information submitted in connection with job duties or during the course of an official inquiry/investigation.
3. Maintain professional, appropriate relationships and boundaries with all students, both in and outside the school, and attend all in-service trainings on educator ethics and responding to child sexual abuse and grooming behavior including, but not limited to, teacher-student conduct, school employee-student conduct, and evidence-informed training on preventing, recognizing, reporting, and responding to child sexual abuse and grooming as outlined in 105 ILCS 5/10-23.13 (Erin's Law) for all personnel (105 ILCS 5/10-22.39 (b-35), added by P.A. 103-542, eff.1-1-23 and operative 7-1-24), as well as all required trainings on child abuse, grooming behaviors, and boundary violations (325 ILCS 5/4(j), and 5/10-23.13 (*Erin's Law*)). Violations of this standard include but are not limited to:
 - (a) committing any act of child abuse or cruelty to children;
 - (b) willfully or negligently failing to report an instance of suspected child abuse or neglect as required by the Abused and Neglected Child Reporting Act (325 ILCS 5/);

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- (c) engaging in harassing behavior (775 ILCS 5/5A-102, amended by P.A. 103-472, eff. 8-1-24);
 - (d) willfully or negligently failing to report an instance of suspected sexual harassment as required by Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.);
 - (e) providing a recommendation of employment for an employee, contractor, or agent that the employee knows, or has probable cause to believe, has engaged in sexual misconduct with a student or minor in violation of the law, as prohibited by the Elementary and Secondary Education Act (20 U.S.C. § 7926);
 - (f) engaging in grooming as defined in 720 ILCS 5/11-25;
 - (g) engaging in prohibited grooming behaviors, including sexual misconduct as defined in Board policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*;
 - (h) furnishing tobacco, alcohol, cannabis, or illegal/unauthorized substance, including e-cigarettes or a vaping device, to any student or allowing a student under his or her supervision to use tobacco, alcohol, cannabis (including medical cannabis unless the student is authorized to be administered a medical cannabis infused product by the school employee pursuant to *Ashley's Law*), or an illegal/unauthorized substance; and
 - (i) violating expectations and guidelines for employee-student boundaries set forth in 5:120-AP2, E, *Expectations and Guidelines for Employee-Student Boundaries*.
4. Maintain a safe and healthy environment, free from being impaired by and/or under the influence of prohibited substances to ensure high quality performance for the District and its students. The use of illegal drugs and/or abuse and misuse of alcohol, drugs, and other lawful products while on District premises or while performing work for the District diminishes the District's credibility and ability to educate students about drug and substance abuse prevention pursuant to Board policy 6:60, *Curriculum Content*. Violations of this standard include, but are not limited to, engaging in any of the prohibited activities listed in the District's drug- and alcohol-free workplace policy. Examples include using or being impaired by or under the influence of illegal drugs; abusing, misusing, and/or being impaired by or under the influence of alcohol, drugs, and/or other lawful products when performing work for the District when impairment is detectable regardless of when and/or where the use occurred; and/or using or being impaired or under the influence of or possessing medical cannabis in a school bus or on school grounds.
5. Maintain a safe and healthy environment, free from harassment, intimidation, bullying, hazing, and violence, and free from bias and discrimination. Violations of this standard include but are not limited to:
- (a) unless specifically permitted by the Firearm Concealed Carry Act, carrying a firearm on or into any District controlled building, real property, or parking area, or any transportation vehicle paid for in whole or in part with public funds;
 - (b) willfully or negligently failing to immediately report suspected cases of child abuse or neglect, or of gender harassment;

- (c) knowingly failing to report hazing to supervising educational authorities or, in the event of death or great bodily harm, to law enforcement; and
 - (d) failing to appropriately respond to a witnessed or reported incident of student-on-student bullying, harassment, hazing, or teen dating violence.
6. Comply with the Code of Ethics For Test Administration, prepared and published by ISBE for educators who administer any standardized test (at www.isbe.net/Documents/AssessmentCodeofEthics-2021-22.pdf), and with any assessment-specific administration guidance (see www.isbe.net/Pages/Assessment.aspx).
 7. Honor the public trust when entrusted with public funds and property by acting with a high level of honesty, accuracy, and responsibility. Violations of this standard include but are not limited to:
 - (a) misusing public or school-related funds;
 - (b) failing to account for funds collected from students or parents/guardians;
 - (c) submitting fraudulent requests for reimbursement of expenses or for pay;
 - (d) co-mingling District or school funds with personal funds or checking accounts; and
 - (e) using school property without the approval of the supervising school official.
 8. Maintain integrity with students, colleagues, parents/guardians, community members, and businesses concerning business dealings and when accepting gifts and favors. Violations of this standard include but are not limited to soliciting students or parents/guardians to purchase supplies or services from the employee or to participate in activities that financially benefit the employee without fully disclosing the interest.
 9. Respect the confidentiality of student and personnel records, standardized test material, and other information covered by confidentiality agreements. Violations of this standard include but are not limited to:
 - (a) disclosing confidential information concerning student academic and disciplinary records, health and medical information, family status and/or income, and assessment/testing results, unless disclosure is required or permitted by law; and
 - (b) disclosing confidential information restricted by State or federal law.
 10. Demonstrate conduct that follows generally recognized professional standards and attend all in-service trainings on educator ethics, teacher-student conduct, and school employee-student conduct for all personnel (105 ILCS 5/10-22.39, amended by P.A. 103-542, eff. 1-1-24 and operative 7-1-24). Unethical conduct is any conduct that impairs the employee's ability to function professionally in his or her employment position or a pattern of behavior or conduct that is detrimental to the health, welfare, discipline, or morals of students.
 11. Comply with all State and federal laws, all rules regulating public schools, and all Board policies, both inside and outside the workplace, including but not limited to: State and federal criminal laws and Board policies 2.105 (*Ethics and Gift Ban*), 4:165 (*Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*), 5.10 (*Equal Employment*

Opportunity and Minority Recruitment), 5.20 (Workplace Harassment Prohibited), 5.30 (Hiring Process and Criteria), 5.50 (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition);, 5.60 (Expenses), 5.90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5.120 (Employee Ethics; Conduct; and Conflict of Interest), 5.130 (Responsibilities Concerning Internal Information), 5.140 (Solicitations By or From Staff), 5.170 (Copyright), 5.180 (Temporary Illness or Temporary Incapacity), 5.200 (Terms and Conditions of Employment and Dismissal), 5.230 (Maintaining Student Discipline), 5.280 (Duties and Qualifications), 5.290 (Employment Termination and Suspensions), 6.235 (Access to Electronic Networks), 7.20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7.190 (Student Behavior), 7.340 (Student Records), and 8.30 (Visitors to and Conduct on School Property).

Conviction of any employment disqualifying criminal offense listed in 105 ILCS 5/10-21.9 or 21B-80 will result in dismissal. Illegal conduct occurring inside or outside the workplace involving dishonesty, fraud, assault, battery, illegal drugs, drug paraphernalia, sex offenses, or other conduct which in the opinion of the Board impedes the ability of an employee to adequately fulfill his or her duties or maintain discipline may result in discipline including dismissal.

Before disciplinary action is taken, the supervisor will conduct a fair and objective investigation to determine whether the employee violated a standard or other work rule and the extent that any violation impacts educational or operational activities, effectiveness, efficiency, or accountability. Discipline must be appropriate and reasonably related to the seriousness of the misconduct and the employee's record. Any applicable provision in a contract, bargaining agreement, or State law will control the disciplinary process.

Administrative Procedure / General Personnel ~ Personnel Records

Applicant Records

Records for a successful employment applicant are maintained with the individual's employment records. Records for all applicants are kept in the districts online application system. Online applicant records may include the following if received through the online process:

- Employment application forms
- Transcripts
- Previous work experience
- References
- Such other relevant information as the District desires of applicants for screening purposes

Personnel Records

Personnel records for all employees include:

- Job posting, pay scale, and benefits for the employee's position (beginning 1-1-25)
- Pre-employment records, including verification of past employment
- Dates of employment
- Valid certificate and/or evidence of required credentials for services being performed
- Criminal background investigation history and report
- Form I-9 required under the Immigration Reform and Control Act
- Records maintained pursuant to Internal Revenue Service regulations
- Payroll information and deductions, including all records required to be kept by 5.35-AP2, Employee Records Required by the Fair Labor Standards Act (FLSA) (29 C.F.R. §§516.2 and 516.3) and the Equal Pay Act of 2003 (820 ILCS 112/20)
- Records maintained for the Illinois Teachers' Retirement System or the Illinois Municipal Retirement System
- Sick leave, leaves of absence, personal leave, and vacation data (where appropriate)
- Salary schedule data
- Relevant health and medical records, including the verification of freedom from tuberculosis required by *The School Code* (105 ILCS 5/24-5)
- Supervisory evaluations
- Promotions
- Awards received
- Personnel documents that have been or are intended to be used in determining an employee's qualification for promotion, transfer, discharge, or disciplinary action except as provided in 820 ILCS 40/10.
- Disciplinary actions and accompanying records
- Notice of discharge and accompanying records
- Letter of resignation or retirement
- Notification that an employee is the subject of a Department of Children and Family Services (DCFS) investigation pursuant to the Abused and Neglected Child Reporting Act and any report to DCFS made or caused to be made by a District employee concerning another employee; this record will be deleted if DCFS informs the District that the allegations were unfounded.
- Any additional information the District deems to be relevant

In addition to the above, personnel records for all professional personnel include:

- Valid certificate for services being performed
- Copies of official transcripts required by *The School Code* (105 ILCS 5/24-23)
- Transcripts of graduate work completed
- Verification of past teaching experience, if any
- Record of in-service work completed

Employment records will be maintained permanently for all District employees and former employees unless the Local Records Commission's approval is obtained to dispose of them.

Restrictions on Information that May Be Kept

The District will not gather or keep a record of an employee's associations, political activities, publications, communications, or non-employment activities, unless the employee submits the information in writing or authorizes the District in writing to keep or gather such records. However, the District may gather or keep records in an employee's personnel file concerning activities occurring on the District's premises or during the employee's working hours that:

- (1) interfere with the performance of the employee's duties or activities, or those of other employees, regardless of when and where occurring,
- (2) constitute criminal conduct or may reasonably be expected to harm the District's property, operations or educational process, or programs, or
- (3) could, by the employee's actions, cause the District financial liability.

Access to Employee Records and Correction Requests

An employee is granted access to his or her personnel records according to provisions in the Personnel Record Review Act, 820 ILCS 40/0.01 et seq., and any relevant provisions in an applicable collective bargaining agreement. According to the Review Act, an employee is granted access to his or her personnel records at least 2 times in a calendar year at reasonable intervals. Unless otherwise indicated in an applicable bargaining agreement, access to the employee's personnel records will be according to the following guidelines:

1. The employee must submit a request to the Superintendent or the Superintendent's designee.
2. The Superintendent or designee will provide the employee the opportunity for inspection within 7 working days after the request. If such deadline cannot reasonably be met, the District will have an additional 7 days to comply.
3. The employee will inspect the personnel record at the District's administrative office during normal working hours or at another time mutually convenient to the employee and the Superintendent or designee.
4. Inspection of personnel records will be conducted under the supervision of an administrative staff member.
5. Neither an employee nor his or her designated representative will have access to records that are treated as exceptions in the Illinois Personnel Record Review Act discussed below.
6. The employee may copy material maintained in his or her personnel record. Payment for record copying will be based on the District's actual costs of duplication.
7. The employee may not remove any part of his or her personnel records from his or her file or may not remove any part of his or her personnel records from the District's administrative office.

8. Upon the employee's request, the District will email or mail a copy of the specific record(s). The District will charge a fee for providing a copy of the records not to exceed the actual cost of the copying.
9. Should the employee be involved in a current grievance against the District or involved in any other contemplated proceedings against the District, the employee may designate in writing a representative who has the authority to inspect the personnel records under the same rights as the employee.
10. If the employee disagrees with any information contained in the personnel record, a removal or correction of that information may be mutually agreed upon by the District and employee. If agreement cannot be reached, the employee may submit a written statement explaining his or her position. The District will attach the employee's statement to the disputed portion of the personnel record and the statement will be included whenever that disputed record is released to a third party as long as the disputed record is part of the employee's personnel file. Inclusion of any written statement attached to the disputed record in an employee's personnel file without any further comment or action by the District will not imply or create any presumption that the District agrees with the statement's contents.

Requests by Third Parties

Before the District divulges disciplinary reports, letters of reprimand, or records of other disciplinary action to a third party, to a party who is a part of the employer's organization, or to a party who is a part of a labor organization representing the employee, the District will provide the employee with a written notice. The written notice to the employee will be mailed to the employee's last known address and will be mailed on or before the day the information is divulged to any of the aforementioned parties.

No such written notice will be required if the employee has specifically waived written notice as part of a written, signed employment application with another employer; the disclosure is ordered to a party in a legal action or arbitration; or information is requested by a government agency as a result of a claim or complaint by an employee, or as a result of a criminal investigation by such agency.

Before releasing personnel records to a third party or allowing them to be copied, the District will review the requested records and, delete disciplinary reports, letters of reprimand, or other records of disciplinary action that are more than 4 years old, unless the release is ordered to a party in a legal action or arbitration.

Restriction on Employee Access

Section 10 of the Illinois Personnel Record Review Act provides that the right of the employee or the employee's designated representative to inspect his or her personnel records does not extend to:

1. Letters of reference for that employee.
2. Any portion of a test document, except that the employee may see a cumulative total test score for either a section of or the entire test document.
3. Materials relating to the employer's staff planning, such as matters relating to the District's development, expansion, closing or operational goals, where the materials relate to or affect more than one employee, provided, however, that this exception does not apply if such materials are, have been or are intended to be used by the employer in determining an individual employee's qualifications for employment, promotion, transfer, or additional compensation, or in determining an individual employee's discharge or discipline.

4. Information of a personal nature about a person other than the employee if disclosure of the information would constitute a clearly unwarranted invasion of the other person's privacy.
5. Records relevant to any other pending claim between the District and employee that may be discovered in a judicial proceeding.
6. Investigatory or security records maintained by the District to investigate criminal conduct by an employee or other activity by the employee that could reasonably be expected to harm the District's property, operations, or education process or programs, or could by the employee's activity cause the District financial liability, unless and until the District takes adverse personnel action based on information in such records.

Complying with Requirements in the Abused and Neglected Child Reporting Act

The Superintendent will execute the requirements in the Abused and Neglected Child Reporting Act whenever a District employee makes a report to DCFS involving another District employee's conduct. This includes performing the following tasks:

1. Disclose to any school district requesting information concerning a current or former employee's job performance or qualifications the fact that he or she was the subject of another employee's report to DCFS. Only the fact that a District employee made a report may be disclosed.
2. Inform the District employee who is or has been the subject of such report that the Superintendent will make the disclosure as described above.
3. Delete the record of such a report if DCFS informs the District that the allegation was unfounded.

LEGAL REF.: 29 C.F.R. Part 516.
325 ILCS 5/4 and 5/7.4.
820 ILCS 40/1 et seq.
820 ILCS 112/20, Equal Pay Act of 2003.
23 Ill. Admin. Code §1.660.

**Administrative Procedure / Professional Personnel -
Substitute Teachers**

Minimum Qualifications of the Substitute Teacher

Substitute teachers are required to have one of the following that is valid in Illinois:

1. Professional educator license or professional educator license with stipulations that required a bachelor's degree for issuance
2. Substitute teaching license

Exceptions in 105 ILCS 5/21B-20(2)(E) and (F) allow individuals who do not hold a bachelor's degree to substitute teach in career and technical education classrooms if they hold an educator license with stipulations and such license holds: a career and technical educator endorsement; or a provisional career and technical educator endorsement.

Additionally, any individual who serves as a substitute teacher for driver's education must be endorsed for driver's education pursuant to 23 Ill. Admin. Code §25.100(h), amended at 42 Ill. Reg. 8884.

Minimum Qualifications of the Short-Term Substitute Teacher

Short-term substitute teachers must:

1. Hold a valid Short-Term Substitute Teaching License; and
2. Have completed the District's short-term substitute teacher training program.

The District's short-term substitute teacher training program provides short-term substitutes with information on curriculum, classroom management techniques, school safety, and District and building operations. This training program is also available to individuals who hold a Substitute Teaching License and/or substitute teachers holding a Professional Educator License.

Personnel File Requirement

Substitute teachers shall have each of the following documents on file with the District Office:

1. Completed application for employment and transcript of college credits
2. Evidence of license registration
3. Evidence of physical fitness to perform assigned duties and freedom from communicable disease
4. State and federal tax forms
5. If applicable, Immigration and Naturalization Service Form I-9
6. Signed *Acknowledgement of Mandated Reporter Status* form provided by DCFS and, if applicable, evidence that the individual completed mandated reporter training within three

months of initial employment and at least every three years after that date (required by the Abused and Neglected Child Reporting Act, 325 ILCS 5/4)

Contact ISBE or the ROE with questions. More information is on the ISBE website, Substitute Teacher License at: www.isbe.net/Pages/Educator-Licensure-Requirements.aspx.

District Responsibilities

1. The Superintendent or designee maintains a list of substitute teachers in the District Office or with the online absence management system.
2. The Superintendent or designee verifies:
 - a. Criminal background check results
 - b. Appropriate license and registration
 - c. References and employment verification

Additional Requirements and Procedures

1. Board policy 4.175, *Convicted Child Sex Offender; Screening; Notifications*
2. Administrative procedure 4.175-AP1, *Criminal Offender Notification Laws; Screening*
3. Board policy 5.10, *Equal Employment Opportunity*
4. Board policy 5.30, *Hiring Process and Criteria*
5. Administrative procedure 5.30-AP2, *Investigations*
6. Board policy 5.150, *Personnel Records*

Standard Duties of the Substitute Teacher

1. Keep and leave a status report of lesson plans completed and leave a report of the group's accomplishments.
2. Manage all recording of assignments and grading during the time worked as outlined in the duties for substitute teachers.
3. Prepare plans for the following day's work.
4. Follow the regular teacher's lesson plans and assume any school duties that are the regular teacher's responsibility.
5. Leave classroom and its equipment in order.
6. Leave a note reporting any unusual experience with a student during the day.
7. Hold as confidential any information concerning staff, parents, or students.
8. Be consistent in dealing with others; emphasize the positive, yet be firm and sympathetic.

9. When notified in time, arrive at least 20 minutes before the school period starts, and remain on duty at least 20 minutes after dismissal time.
10. Check with the office when reporting for substitute duty, and check with the office before leaving to see if you will be needed the next day.
11. If temporarily or permanently withdrawing from substitute work, inform the District Office or online substitute finder.
12. Report any issues you encounter to the Building principal.

Compensation

1. The rate of pay for substitute teachers is established from time-to-time by the Board.
2. Substitute teachers are employed and paid for only days actually worked. Substitutes are not paid for holidays, vacation days, institute days, or days of illness.

Assignment Procedures

Substitute teachers will be called as needed by the online absence management system. Only individuals who are on the substitute teacher list, as compiled by the Superintendent or designee, may be called for substitute work. Substitute teachers are given as much notice as possible; however, in emergency situations substitute teachers will be called the morning they are needed.

Building Level Responsibilities

The person arranging for a substitute teacher's service shall provide each substitute with the information relevant to the service, for example.

1. District map with locations of District schools indicated
2. District and school building emergency procedures, location of emergency equipment, etc.
3. School directory
4. School calendar and handbook
5. District student behavior policy and procedures.

LEGAL REF.: 105 ILCS 5/10-20.67, 5/21B-20(2), 5/21B-20(3), 5/21B-20(4), and 5/24-5(b-5).
23 Ill. Admin. Code §1.790 (Substitute Teacher) and §25.520 (Substitute Teacher License).

Comprehensive Health Education Program

105 ILCS 110/3 requires the District to implement a Comprehensive Health Education Program. Comprehensive Health Education Program is a systematic and extensive educational program designed to provide a variety of learning experiences based upon scientific knowledge of the human organism as it functions within its environment which will favorably influence the knowledge, attitudes, values and practices of Illinois [students]; and which will aid [students] in making wise personal decisions in matters of health.

Unless limited to specific grades, the following major educational areas are the basis for curricula in the District's Comprehensive Health Education Program in all elementary and secondary schools:

1. Human ecology and health;
2. Human growth and development;
3. In all grades, age-appropriate sexual abuse and assault awareness and prevention education. Pursuant to 105 ILCS 5/27-13.2, no student in grades pre-K through 8 shall be required to take or participate in any instruction for *recognizing and avoiding* sexual abuse if the student's parent/guardian submits written objection thereto. Refusal to participate in the instruction shall not be reason for failing, suspending, or expelling the student. Through grade 12, an age-appropriate and evidence-informed curriculum pursuant to *Erin's Law* will provide instruction pursuant to policy 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*. The Superintendent must ensure all parent(s)/guardian(s) of students in any of grades K through 8 receive not less than five days' written notice before commencing the instruction.
4. In all grades, a minimum of 16 hours of safety education in the courses of study regularly taught with instruction about:
 - a. Automobile safety, including traffic regulations, highway safety, and the consequences of alcohol consumption and the operation of a motor vehicle;
 - b. Safety in the home, including safe gun storage;
 - c. Safety in connection with recreational activities;
 - d. Safety in and around school buildings;
 - e. Safety in connection with vocational work or training;
 - f. For students in grades 9 through 11, CPR subject to the excusal limitations in the first aid item 26, below; and
 - g. For students in grades 6 through 8, CPR and how to use an AED by watching a training video on those subjects.
5. In all grades, tobacco and e-cigarettes and other vapor devices;
6. In grades K through 8, education must be available to students concerning effective methods of preventing and avoiding traffic injuries related to walking and bicycling.

7. In grades K through 8, instruction, study, and discussion of effective methods for the prevention and avoidance of drugs and the dangers of opioid and substance abuse that are integrated into the curricula and designed to promote effective methods for the prevention and avoidance of drug and substance abuse.
8. In grades K through 8, annual instruction on the danger of and how to avoid abduction as part of the District's regular curriculum.
9. In grades 5 through 12, alcohol and drug use and abuse, including the medical and legal ramifications of alcohol, drug, and tobacco use that integrates into existing curricula, instruction related to:
 - a. The physical and legal effects and ramifications of drug and substance abuse (including use during pregnancy);
 - b. Ill. State Board of Education (ISBE) instructional materials and guidelines developed to assist the District with incorporating this instruction topic into its curricula; and
 - c. Either as part of existing curricula during the school day or as part of an after-school program, support services and instruction for students who are or students whose parent(s)/guardian(s) are chemically dependent.
10. Beginning with the 2024-2025 school year, in grades 9-12, instruction, study, and discussion on the dangers of fentanyl that includes the following:
 - a. Information on fentanyl itself including its variations, an explanation of the differences between synthetic and nonsynthetic opioids and illicit drugs, and the differences between the legal and illegal uses of fentanyl.
 - b. Side effects and risk factors of using fentanyl, along with information comparing the lethal amounts of fentanyl to other drugs. Information on risk factors may include:
 - (1) the lethal dose of fentanyl,
 - (2) how often fentanyl is placed in drugs without a person's knowledge,
 - (3) an explanation of what fentanyl does to a person's body and the severity of its addictive properties, and
 - (4) how the consumption of fentanyl can lead to hypoxia, as well as an explanation of precisely what hypoxia does to a person's body.
 - c. Details about the process of lacing fentanyl in drugs and why drugs get laced with fentanyl.
 - d. Details about how to detect fentanyl in drugs and how to save someone from an overdose of fentanyl, including:
 - (1) how to buy and use fentanyl strips,
 - (2) how to buy and use naloxone, either through a nasal spray or an injection, and
 - (3) how to detect if someone is overdosing on fentanyl.
11. In grades 6-12, parenting education that includes instruction in the following:

- a. Child growth and development, including prenatal development.
 - b. Childbirth and child care.
 - c. Family structure, function, and management.
 - d. Prenatal and postnatal care for mothers and infants.
 - e. Prevention of child abuse.
 - f. The physical, mental, emotional, social, economic, and psychological aspects of interpersonal and family relationships.
 - g. Parenting skill development.
12. Family life, specifically its emotional, psychological, physiological, hygienic and social responsibilities, including sexual abstinence until marriage and evidence-based and medically accurate information regarding sexual abstinence; and in grades 6 through 12, instruction on the prevention, transmission, and spread of AIDS. No student shall be required to take or participate in any class or course on family life or AIDS prevention instruction if the student's parent/guardian submits written objection to taking or participating in the family life course or AIDS prevention instruction. Refusal to take or participate in the family life course or AIDS prevention instruction shall not be reason for suspension or expulsion of the student. See 6:60-AP1, E1, *Notice to Parents/Guardians of Sexual Abuse and Assault Awareness and Prevention Education; Requests to Examine Materials; Written Objection(s) and/or Opt-outs*.
13. Comprehensive sexual health education (NSES) in grades 8 and 9. No student shall be required to take or participate in any NSES class or course, and a student's parent/guardian may opt the student out of NSES by submitting the request in writing or using 6:60-AP1, E1, *Notice to Parents/Guardians of Sexual Abuse and Assault Awareness and Prevention Education; Requests to Examine Materials; Written Objection(s) and/or Opt-outs*. Refusal to take or participate in an NSES course or program may not be a reason for disciplinary action, academic penalty, suspension, or expulsion or any other sanction of a student. Active parental consent for their child to participate in NSES is not required; however, because NSES mandates instruction about sexual violence (defined to include sexual abuse) and instruction in recognizing and avoiding sexual abuse required by 105 ILCS 5/27-13.2 requires a minimum of five days' notice to parents/guardians of students in grades K through 8, the District will notify students in grades K through 8 using the **Notice of Sexual Abuse and Assault Awareness and Prevention Education** subhead of 6:60-AP1, E1, *Notice to Parents/Guardians of Sexual Abuse and Assault Awareness and Prevention Education; Requests to Examine Materials; Written Objection(s) and/or Opt-outs*. See also 6:60-AP2, *Comprehensive Sexual Health Education Program (Grades 8 & 9) (National Sex Education Standards (NSES))*.
14. Course materials and instruction to advise students about the Abandoned Newborn Infant Protection Act, 325 ILCS 2/;
15. The prevention and control of disease;
16. In grades 7 through 12, teen dating violence awareness;

17. In grades 7 through 12, instruction about the prevention of abuse of anabolic steroids in science, health, drug abuse, physical education or other appropriate courses of study. Instruction shall emphasize that the use of anabolic steroids presents a serious health hazard to persons who use steroids to enhance athletic performance or physical development. In addition, coaches and sponsors of interscholastic athletic programs shall provide instruction on steroid abuse prevention to students participating in these programs.
18. In grade 9 or 10, one unit of instruction in either grade about donations and transplants of organs/tissue and blood, except if a student's parent/guardian files written objection on constitutional grounds, but refusal to take or participate in the instruction shall not be reason for suspension or expulsion of a student or result in any academic penalty.
19. Public and environmental health;
20. Consumer health;
21. Safety education and disaster survival;
22. Mental health and illness that evaluates the multiple dimensions of health by reviewing the relationship between physical and mental health to enhance student understanding, attitudes, and behaviors that promote health, well-being, and human dignity and must include how and where to find mental health resources and specialized treatment in the State.
23. Personal health habits;
24. Nutrition;
25. Dental health;
26. Cancer, including, without limitation, types of cancer, signs and symptoms, risk factors, the importance of early prevention and detection, and information on where to go for help;
27. Basic first aid including, but not limited to:
 - a. Cardiopulmonary resuscitation (CPR) and the Heimlich maneuver, including training on how to properly administer CPR in accordance with standards of the American Red Cross, the American Heart Association, or another nationally recognized certifying organization, except if a student's parent/guardian submits written objection, but refusal to participate in the training shall not be a reason for suspension or expulsion of the student; and
 - b. In secondary schools, how to use an automated external defibrillator (AED) shall be included, except if a student's parent/guardian submits written objection, but refusal to participate in the training shall not be a reason for suspension or expulsion of the student.
28. Beginning with the 2024-2025 school year, in grades 9 through 12, instruction, study, and discussion on the dangers of allergies, including recognizing the signs and symptoms of an allergic reaction, the steps to take to prevent exposure to allergens, and safe emergency epinephrine administration.
29. Heart disease;

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Reviewed: February 2024
Amended: March 20, 2024

30. Diabetes;
31. Stroke;
32. The prevention of child abuse and neglect;
33. Suicide prevention pursuant to policy 7:290, *Suicide and Depression Awareness and Prevention*;
34. All students shall receive age-appropriate instruction on motor vehicle safety and litter control.

Notice to Parent/Guardian; Requirements; Written Objection(s) and/or Opt-outs

Refusal to take or participate in any course or program that allows parents/guardians to object in writing and/or opt their children out shall not be reason for disciplinary action or academic penalty to the student. The District will provide 6:60-AP1, E1, *Notice to Parents/Guardians of Sexual Abuse and Assault Awareness and Prevention Education; Requests to Examine Materials; Written Objection(s) and/or Opt-outs* to parents/guardians wishing to provide written objection or opt out of content in the Comprehensive Health Education Program.

LEGAL REF.: 105 ILCS 110/, Comprehensive Critical Health Problems and Comprehensive Health Education Act.

ADMIN PROC.: 6:60-AP2 (Comprehensive Personal Health and Safety and Sexual Health Education Program (National Sex Education Standards (NSES))); 6:60-AP3 (Developmentally Appropriate Consent Education)

Administrative Procedure – Administrative Transfer to Regional Safe School Program

The Safe Schools Law allows the administrative transfer of disruptive students, defined to include suspension or expulsion eligible students in grades 6-12, to an alternative school program. 105 ILCS 5/13A.

The Ill. State Board of Education implements the Safe Schools Law as the Regional Safe Schools Program (RSSP), whose purpose is to increase safety and promote schools' learning environments while also meeting disruptive students' educational needs more appropriately and individually in alternative educational environments. The RSSP is administered by regional offices of education and intermediate service centers. For further information, including a regional safe school directory, see www.isbe.net/Pages/Regional-Safe-Schools-Program.aspx.

Actor	Action
Superintendent or designee	Identifies a student subject to suspension or expulsion under 105 ILCS 5/10-22.6 who may be transferred to a regional safe school program (RSSP) established under 105 ILCS 5/13A-3. 105 ILCS 5/13A-4(a), amended by P.A. 103-473. Before the effective date of the transfer, provides the student's parent(s)/guardian(s) with information about the RSSP, including (105 ILCS 5/13A-4(b), added by P.A. 103-473): <ol style="list-style-type: none"> 1. The specific nature of the curriculum; 2. The number of students in the program; 3. Any available services; 4. The program's disciplinary policies; 5. A typical daily schedule, and 6. Any extracurricular activities that may be offered at the RSSP
Student Services Director, Building Principal or designee, and any other appropriate school personnel	At the earliest time following the effective date of the student's transfer, convene a meeting with appropriate personnel from the RSSP, the student, and the student's parent(s)/guardian(s) to develop an alternative educational plan (AEP) for the student. 105 ILCS 5/13A-4(c), added by P.A. 103-473. The AEP must include, but is not limited to (Id.): <ol style="list-style-type: none"> 1. The duration of the AEP, including a date after which the student will be returned to their regular education program in the District; 2. Specific academic and behavioral components; 3. A method and time frame for reviewing the student's progress and for transitioning the student back to their regular education program in the District; and 4. A transition meeting between the District, RSSP, student, and student's parent(s)/guardian(s), at least 30 days prior to the date the student will be returned to their regular education program in the District.

Adopted: March 20, 2024
 Reviewed: February 2024
 Amended:

Actor	Action
	<p>The date after which the student will be returned to their regular education program in the District cannot be extended over objection of the student's parent/guardian. 105 ILCS 5/13A-4(d), added by P.A. 103-473. The date may only be extended upon written agreement by the District, the RSSP, and the student's parent/guardian. 105 ILCS 5/13A-4(e), added by P.A. 103-473.</p>
RSSP Personnel	<p>If the student or the student's parent(s)/guardian(s) are unable to attend the AEP development meeting, offer the student and the student's parent(s)/guardian(s) a meeting within 30 days after the effective date of the student's transfer to discuss and provide input on the AEP. 105 ILCS 5/13A-4(c), added by P.A. 103-473.</p> <p>Continues to implement a student's Individualized Education Program (IEP), if any, unless the IEP is modified in accordance with 105 ILCS 5/14. 105 ILCS 5/13A-4(f), added by P.A. 103-473.</p>

**Administrative Procedure - Checklist for District Supply of
Undesignated Medication(s)**

The District maintains and administers the undesignated medication(s) identified below in accordance with State and federal law (*check all that apply*):

- Undesignated Asthma Medication (UAM)
- Undesignated Epinephrine Injector(s) (UEIs)
- Undesignated Opioid Antagonist(s) (UOAs) (required by 105 ILCS 5/22-30(f), amended by P.A. 103-348, eff. 1-1-24, unless there is a shortage, in which case the District must make a reasonable effort to maintain a supply)
- Undesignated Oxygen Tank(s) (UOT)
- Undesignated Glucagon (UG)

- The Superintendent, school nurse, and/or other necessary school officials should consult the Attorney for the District to develop a plan to implement 105 ILCS 5/22-30, amended by P.A. 102-413, and 105 ILCS 145/27.

- Obtain a prescription to maintain a supply of one or all of the following: undesignated asthma medication (UAM), undesignated epinephrine injector(s) (UEIs), undesignated opioid antagonists (UOAs) (unless the District is able to secure a supply without a prescription), undesignated glucagon (UG), and/or undesignated oxygen tank(s) (UOTs) in the District's name pursuant to 105 ILCS 5/22-30(f), amended by P.A. 103-196, eff. 1-1-24, and 105 ILCS 145/27.

- Designate a secure location(s) to store undesignated medication. For UAM, UEIs, and/or UOAs, this is where people needing these medications are most at risk and for UOTs, where a person with developmental disabilities is most at risk. 105 ILCS 5/22-30(f), amended by P.A.103-196, eff. 1-1-24. For UAM, this includes, but is not limited to, a classroom or the nurse's office. For UEIs and UOTs, this includes, but is not limited to, locations accessible before, during, and after school, such as classrooms and lunchrooms. For additional storage procedures for UEIs, see 7.285-AP1, *Anaphylaxis Prevention, Response, and Management Program*. For UG, this is where it is immediately accessible to a school nurse or delegated care aid. 105 ILCS 145/27. For UOTs, the supply must be maintained in accordance with the manufacturer's instructions and any local fire department rules.

- Develop a method for maintaining an inventory of the UAM, UEIs, UOAs, UG, and UOTs. The inventory should list the expiration dates of the UAM, UEIs, UOAs, UG, and UOTs.

- Identify procedures for a log or other recordkeeping of provisions, or administrations of UAM, UEIs, UOAs, UG, and UOTs.

- Maintain a list in each building administrator's and/or his or her corresponding school nurse's office that includes the names of *trained personnel* who have received a statement of certification pursuant to State law, or in the case of UOTs, have received appropriate training on the use and storage of emergency oxygen.

- Develop procedures to implement any prescribed standing protocol for the provision, or administration of UAM, UEIs, UOAs, UG, and/or UOTs including calling 911 and noting any instructions given by Emergency Management Services (EMS). 105 ILCS 5/22-30, amended by P.A.s 102-413 and P.A. 103-196, eff. 1-1-24, and 23 Ill. Admin. Code §1.540(d). Follow 7.285-AP1, *Anaphylaxis Prevention, Response, and Management Program*, for UEI administration procedures. Upon any administration of any epinephrine injector, or opioid antagonist, procedures must include:

1. Immediate activation of the EMS system (105 ILCS 5/22-30(f-5)).
2. Notification of the Building Principal or designee.
3. Notification to the student's parent, guardian, or emergency contact, if known (Id.).
4. The school nurse will complete the following notifications and/or reports when an undesignated medication is administered:

UEI was administered:	UOA was administered:	UAM was administered:	UG was administered:
a. Physician, physician assistant, or advance practice registered nurse who provided the standing protocol or prescription for the UEI within 24 hours . 105 ILCS 5/22-30(f-10). b. Ill. State Board of Education (ISBE) within three (3) days . 105 ILCS 5/22-30(i). Notification will be on an ISBE-prescribed form (www.isbe.net/Documents/34-20-undesignated-epinephrine-rptg.pdf), and will include: <ol style="list-style-type: none"> i. Age and type of person receiving 	a. The health care professional (20 ILCS 301/5-23(d)(4), who provided the prescription for the opioid antagonist within 24 hours . 105 ILCS 5/22-30(f-10). b. Ill. State Board of Education (ISBE) within three (3) days . 105 ILCS 5/22-30(i-5). Notification will be on an ISBE-prescribed form (www.isbe.net/Documents/34-20A-opioid-rptg.pdf), and will include: <ol style="list-style-type: none"> i. Age and type of person receiving the opioid antagonist (student, staff, or visitor); 	a. Physician, physician assistant, or advanced practice registered nurse who provided the standing protocol and a prescription for the UAM within 24 hours . 105 ILCS 5/22-30(f-10). b. Ill. State Board of Education (ISBE) within three (3) days . 105 ILCS 5/22-30(i-10). Notification will be on an ISBE-prescribed form (www.isbe.net/Documents/34-22-Undesignated-Asthma-Medication.pdf), and will include: <ol style="list-style-type: none"> i. Age and type of 	Immediately after administering UG to a student, notify the school nurse (if school nurse) did not administer the UG to the student). The delegated care aide or school nurse then notifies the student's parent or guardian or emergency contact (if known) and health care provider of its use. 105 ILCS 145/27.

UEI was administered:	UOA was administered:	UAM was administered:	UG was administered:
<ul style="list-style-type: none"> epinephrine (student, staff, visitor); ii. Any previously known diagnosis of a severe allergy; iii. Trigger that precipitated allergic episode; iv. Location where symptoms developed; v. Number of doses administered; vi. Type of person administering epinephrine (school nurse, trained personnel, student); and vii. Any other information required by ISBE on the form. 	<ul style="list-style-type: none"> ii. Location where symptoms developed; iii. Type of person administering the opioid antagonist (school nurse or trained personnel); and iv. Any other information required by ISBE on the form. 	<ul style="list-style-type: none"> person receiving asthma medication (student, staff, visitor); ii. Any previously known diagnosis of asthma; iii. Trigger that precipitated respiratory distress, if identifiable; iv. Location where symptoms developed; v. Number of doses administered; vi. Type of person administering the asthma medication (school nurse, trained personnel or student); vii. Outcome of the asthma medication administration; and viii. Any other information required by ISBE on the form. 	

- Determine how the District will identify the student populations whose parents/guardians:
 1. Have not completed and signed a *School Medication Authorization Form*, or
 2. Have not provided asthma medication, an epinephrine injector, glucagon, and/or oxygen, as applicable to a student, for a student for use at school, even though they have completed the *School Medication Authorization Form*.

- Determine when the school nurse or trained personnel will provide or administer the UAM, UEIs, UOAs, UG, and/or UOTs as applicable, to students.

The school nurse or *trained personnel* may:

1. Provide an UAM or UEI, as applicable to the situation, that meets the prescription on file in the *School Medication Authorization Form* to:
 - a. Any student for his or her self-administration only 105 ILCS 5/22-30(a); 105 ILCS 5/22-30(b-10)(i) and (v), and (vi); 105 ILCS 5/10-22.21b, or
 - b. Any personnel authorized under the student's Individual Health Care Action Plan emergency allergy action plan, Section 504 plan, or individualized education program (IEP) to administer to the student. 105 ILCS 5/22-30(b-5) and (b-10), amended by P.A. 103-175.

2. Administer an UEI to any student that the school nurse or *trained personnel* in good faith believes is having an anaphylactic reaction even though the parent/guardian has not completed and signed a *School Medication Authorization Form* or otherwise granted permission to administer the epinephrine injector 105 ILCS 5/22-30(b-10)(iii). Follow the procedures for administration of UEIs in 7.285-AP1, *Anaphylaxis Prevention, Response, and Management Program*.

Note: *Trained personnel* are different than *any personnel authorized* in 1.b., above. 105 ILCS 5/22-30(a). *Trained personnel* means any school employees or volunteer personnel who are:

- (a) authorized in Sections 10-22.34, 10-22.34a, and 10-22.34b of the School Code,
- (b) annually trained online or in person to recognize and respond to anaphylaxis through a training curriculum developed by the ISBE, and
- (c) submitting proof to their school's administration that they have completed:
 - (i) the annual training, and (ii) a cardiopulmonary resuscitation (CPR) and automated external defibrillator (AED) certification. 105 ILCS 5/22-30(a) and (g); 23 Ill. Admin. Code §1.540(e). For training resources, see the *Allergies & Undesignated Epinephrine* drop down menu at: www.isbe.net/Pages/School-Nursing.aspx.

The law does not provide a deadline for ISBE to complete this training curriculum.

3. Administer an UOA to any student that the school nurse or *trained personnel* in good faith believes is having an opioid overdose even though the parent/guardian has not completed and signed School Medication Authorization Form or otherwise granted permission to administer the opioid antagonist. 105 ILCS 5/22-30(b-10)(iv).

Note: *Trained personnel* are different than *any personnel authorized*. See number 2, directly above. 105 ILCS 5/22-30(a). *Trained personnel* means any school employees

or volunteer personnel who are (a) authorized in 105 ILCS 10-22.34, 10-22.34a, and 10-22.34b, (b) trained online or in person to recognize and respond to opioid overdoses through a training curriculum that complies with the Alcoholism and Other Drug Abuse and Dependency Act, 20 ILCS 301/5-23, and (c) who have submitted proof to their school's administration that they have completed the training. 105 ILCS 5/22-30(g), amended by P.A. 103-348, eff. 1-1-24; 23 Ill. Admin. Code §1.540(e). The law does not provide a deadline for a training curriculum, but it did require ISBE and the Ill. Dept. of Human Services to develop a Substance Abuse Prevention and Recovery Instruction Resource Guide by 7-1-24. 105 ILCS 5/22-81, amended by P.A. 103-399.

4. Administer UAM to any student that the school nurse or *trained personnel* in good faith believes is having respiratory distress even though the parent/guardian has not completed and signed School Medication Authorization Form or otherwise granted permission to administer the asthma medication. 105 ILCS 5/22-30(b-10)(vii). See numbers 2 and 3, directly above for discussions between *any personnel authorized* and *trained personnel*. For training resources, see www.isbe.net/Pages/School-Nursing.aspx.
5. Administer UG, as applicable to the situation, for a student with a completed and signed School Medication Authorization Form granting permission for UG use that matches the prescription listed on the form and is also in line with the student's diabetes care plan, if the student's prescribed glucagon is not available on-site or has expired. For training resources, see www.isbe.net/Pages/School-Nursing.aspx.
6. Administer a UOT to any student that the school nurse or other personnel with appropriate training determines requires it even though the parent/guardian has not completed and signed an SMA Form or otherwise granted permission to administer the undesignated oxygen.

- Assess how to manage requests from parents/guardians who wish to *opt-out* of the UAM, UEIs, UOAs, UG, or UOTs being available to their child.

The School Code does not provide a mechanism for a student or his or her parent/guardian to *opt-out* of the administration of the District's supply of UAM, UEIs, UOAs, or UG when a nurse and/or *trained personnel* in good faith professionally believe a student is experiencing respiratory distress, having an anaphylactic reaction, having an opioid overdose, or life-threatening low blood sugar. Nor does the law address parent/guardian *opt-out* of the administration of the District's supply of UOTs. While there may be religious, health, or other reasons that a student's parent/guardian may wish to *opt-out* of the administration of an UAM, UEI, UOA, UG, or UOT to their child, the law does not provide a way for parents/guardians to do so. Management of this issue should be discussed with the Attorney for the District. For additional guidance on this issue, see *Board policy 7.275, Orders to Forgo Life-Sustaining Treatment*.

- Determine how to notify all parents/guardians about how UAM, UEIs, UOAs, and/or UOTs may be provided or administered to students.

If the District maintains a supply of UAM, UEIs, and/or UOAs, it must notify parents/guardians of the protections from liability granted to it and the prescribing physician by 105 ILCS 5/22-30(c) and (c-5). There are two groups of parents/guardians that the District must notify:

- (1) parents/guardians of students who have previously signed a *School Medication Authorization Form*, and
- (2) parents/guardians of all students.

For parents/guardians who have previously signed the *School Medication Authorization Form*, 105 ILCS 5/22-30(c) requires the District to provide additional notice that the physician(s)/individual(s) with prescriptive authority providing the standing protocol and prescription for the District's supply of UAM, UEIs, and UOAs are protected from liability, except for willful or wanton conduct arising from the use of a UAM, UEI, or UOA regardless of whether authorization was given by the student, parent/guardian, or student's physician. Discuss with the Attorney for the District whether to amend the District's form(s) to include this language.

For parents/guardians of all students, 105 ILCS 5/22-30(c) requires parents/guardians to be informed that:

- (1) the District maintains a supply of UAM, UEIs, and/or UOAs, and
- (2) the District and the prescribing physician(s)/physician assistant(s)/advanced practice registered nurse(s) are protected from liability when the school nurse and/or trained personnel administer UAM, UEI, and/or UOA from the supply to any student when these individuals in good faith professionally believe that the student is experiencing respiratory distress, having an anaphylactic reaction, having an opioid overdose, or having a life threatening emergency.

There are several methods to inform parent/guardians of this information, e.g., receipt of handbook signature, or see *Exhibit 7.270-E1, School Medication Authorization Form*. Discuss with the Attorney for the District the method that works best for the District.

Note: The School Code does not require that the District give parents/guardians notice regarding its supply of UOTs, but it is a best practice to inform them. Consult the Board Attorney regarding the content of any notices about UOTs.

Administrative Procedure - Anaphylaxis Prevention, Response, and Management Program

The following procedure implements Board policy 7.285, *Anaphylaxis Prevention, Response, and Management Program*, which is based upon the Ill. State Board of Education's (ISBE) *Anaphylaxis Response Policy for Schools (ISBE Model)*, available at: www.isbe.net/Documents/Anaphylactic-policy.pdf (105 ILCS 5/2-3.182). The District's Anaphylaxis Prevention, Response, and Management Program is developed and collectively implemented by local school officials, District staff, students and their families, and the community. This administrative procedure contains three sections as follows:

1. Glossary of Terms
2. Anaphylaxis Prevention, Response, and Management Program
3. Individual Allergy Management (Three Phases)
 - Phase One: Identification of Students with Allergies
 - Phase Two: Plan to Reduce Risk of Allergic Reactions
 - Phase Three: Response to Allergic Reactions

Glossary of Terms

The Terms Related to This Model Anaphylaxis Response Policy of the ISBE Model (p. 4) is incorporated here by reference. In this procedure, the term **epinephrine injector** is used in lieu of **epinephrine auto-injector** (*ISBE Model*, p. 4) because that is the term used in the School Code, but they have the same meaning.

Anaphylaxis - A severe systemic allergic reaction from exposure to allergens that is rapid in onset and can cause death. An anaphylactic reaction can occur up to one to two hours after exposure to the allergen. Common allergens include animal dander, fish, latex, milk, shellfish, tree nuts, eggs, insect venom, medications, peanuts, soy, and wheat.

Anaphylaxis Prevention, Response, and Management Program (Program) - The overall process that the Superintendent and other District-level administrators use to implement policy 7:285, *Anaphylaxis Prevention, Response and Management Program*, which is based upon the *ISBE Model*.

CDC Guidelines - The *Voluntary Guidelines for Managing Food Allergies in Schools and Early Care and Education Programs*, published by the Centers for Disease Control and Prevention (2013) and available at: www.cdc.gov/healthyschools/foodallergies/pdf/20_316712-A_FA_guide_508tag.pdf. The CDC Guidelines are referred to in the *ISBE Model* as "a full food allergy and prevention of allergen exposure plan." The CDC Guidelines are focused on the management of food allergies, but they also mention other allergens that may result in anaphylaxis (p. 21).

Individual Allergy Management - The process at the building level used to manage and prevent anaphylaxis. The process identifies: (a) students with allergies, (b) procedures to prevent exposure to known allergens, and (c) appropriate responses to allergic reactions. It is synonymous with the third section in this sample administrative procedure.

Individualized Educational Program/Plan (IEP) - A plan or program developed to ensure that a child who has a disability identified under the law and is attending a public elementary or secondary school receives specialized instruction and related services.

Individual Health Care Plan (IHCP) - A document that outlines an allergic student’s needs, and at minimum, includes the precautions necessary for allergen avoidance and emergency procedures and treatments. Its function is similar to a 504 Plan (see below).

Wellness Committee (Committee) – A Superintendent Committee that develops an Anaphylaxis Prevention, Response, and Management Program. It monitors the District’s Anaphylaxis Prevention, Response, and Management Program for effectiveness and establishes a schedule for the Superintendent to report information back to the Board once every three years.

504 Plan - A document that outlines an allergic student’s needs, necessary accommodations, and individual staff member responsibilities. Its function is identical to an IHCP while also including procedural protections (see above). This Program’s procedures implement 504 Plans only. **Important:** Consult the Attorney for the District about whether implementing only 504 Plans is the best method. Many attorneys agree that a 504 Plan is the best (although not universal) practice for a student with a diagnosis of an allergy.

504 Team - A building-level team that implements the phases of Individual Allergy Management in a student’s 504 Plan. Insert “IHCP Team” in place of or in addition to “504 Team” if the district will also implement IHCPs. **Note:** If the District implements IHCPs, gathering information, identifying methods to prevent exposure, and assigning staff responsibilities will rely heavily on the Nurse/Designated School Personnel (DSP), not a 504 Team.

Anaphylaxis Prevention, Response and Management Program

This section relies heavily upon District-level administrators to implement the Program even if the District has no students with food or other allergies. 105 ILCS 5/2-3.182. This is because identification of students at risk of anaphylaxis cannot be predicted, and it is possible that a student who has not been identified could have his or her first reaction at school. CDC Guidelines, p. 9. This section references the *ISBE Model* and aligns with governance principles so that District-level administrators can: (a) integrate the Program into the District’s existing policies and procedures, (b) engage in ongoing monitoring of the Program, (c) assess the Program’s effectiveness, and (d) inform the Board about the Program along with recommendations to enhance its effectiveness.

Actor	Action
Wellness Committee	Identify existing policies, procedures and exhibits which affect implementation of the Program, including, but not limited to: 1.20, <i>District Organization, Operations, and Cooperative Agreements</i> 2.20, <i>Powers and Duties of the School Board; Indemnification</i> 2.240, <i>Board Policy Development</i> 4.110, <i>Transportation</i> 4.120, <i>Food Services</i> 5.100, <i>Staff Development Program</i> 5.100-AP1, <i>Staff Development Program</i> 6.65, <i>Student Social and Emotional Development</i> 6.120, <i>Education of Children with Disabilities</i> 6.120-AP1, <i>Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities</i> 6.240, <i>Field Trips</i> 7.180, <i>Prevention of and Response to Bullying, Intimidation, and Harassment</i>

Adopted: January 26, 2011
 Reviewed: February 2024
 Amended: March 20, 2024

Actor	Action
	<p>7.250, <i>Student Support Services</i> 7.270, <i>Administering Medicines to Students</i> 7.270-AP1, <i>Dispensing Medication</i> 7.270-AP2, <i>Checklist for District Supply of Undesignated Asthma Medication, Epinephrine Injectors, Opioid Antagonists, and/or Glucagon</i> 7.270-E1, <i>School Medication Authorization Form with the Allergy and Anaphylaxis Emergency Plan (AAEP)</i> 8.100, <i>Relations with Other Organizations and Agencies.</i></p> <p>At least once every three years, recommend to the Superintendent any necessary policy changes that must be brought to the School Board for consideration. See Board policy 2.240, <i>Board Policy Development</i>.</p> <p>Recommend to the Superintendent any amendments to administrative procedures.</p> <p>Convene a District-wide meeting with all Building Principals, other appropriate administrative and special education staff, and the Attorney for the District to discuss this Program, the <i>ISBE Model</i>, and prepare each individual Building Principal to implement it in his or her building. Note: The Attorney for the District will be a necessary participant in the District's efforts to manage anaphylaxis management issues. The Superintendent may want to authorize individual Principals to consult with the Attorney in some circumstances. If so, the Superintendent should outline this process during this meeting.</p> <p>Educate and train all staff by coordinating, through the Superintendent or Building Principals, the required annual in-service training program(s) for staff working with students. The in-service must be conducted by a person with expertise in anaphylactic reaction management and include administration of medication with an auto-injector (105 ILCS 5/10-22.39(e)). This training will also be incorporated into new school employee training. Note: State law requires the in-service training to be conducted every two years, but the ISBE Model states that schoolwide training be conducted annually, when new employees are onboarded, and when an individual is identified as being at risk. Person with expertise is not defined, but the use of the word expertise suggests that using a lay person to provide training is not appropriate. 23 Ill. Admin. Code 1.540(e)(6) provides a school nurse or physician with knowledge of allergies and anaphylaxis and CPR and AED certification who possesses skill in administering or demonstrating the use of epinephrine injector devices shall certify by written signature that the personnel being trained passed the test required under Section 22-30(h)(7) of the Code.</p> <p>This training should also include (CDC Guidelines, p. 36):</p> <ul style="list-style-type: none"> • A review of policies and building procedures • An overview of food allergies • Definitions of key terms, including <i>food allergy, major allergens, epinephrine, and anaphylaxis</i> • The difference between a potentially life-threatening food allergy and other food-related problems

Actor	Action
	<ul style="list-style-type: none"> • Signs and symptoms of a food allergy reaction and anaphylaxis (see <i>ISBE Model</i>, p. 5) and information on common emergency medications • General strategies for reducing and preventing exposure to allergens (in food and non-food items) • Policies on bullying and harassment and how they apply to children with food allergies • The District’s emergency plans, including who will be contacted in the case of an emergency, how staff will communicate during a medical emergency, and what essential information they will communicate <p>Monitor the Program by assessing its effectiveness at least once every three years.</p> <p>Incorporate updated medical best practices into all areas of the Program.</p> <p>Establish a schedule for the Superintendent to report any recommendations to enhance the Program’s effectiveness to the Board for consideration.</p>
<p>Building Principal</p>	<p>Inform the school community about the Program by providing the information to students and their parents/guardians. For a sample letter, see www.stlouischildrens.org/sites/legacy/files/2022-09/FAMEToolkit2022-section3-Admin.pdf, p. 14. Inform the school community of the opportunities to better understand food allergy management issues.</p> <p>Implement the Program in the building by meeting with the School Nurse in the building to examine the <i>ISBE Model</i>. Identify:</p> <p>Best practices that apply to the conditions in the school building, including classrooms and the cafeteria, as well as on school transportation, at school-sponsored events (including activities before and after school, and field trips), and during physical education/recess to reduce exposure to allergens. See <i>ISBE Model</i>, p.3, and <i>CDC Guidelines</i>, p. 43-45.</p> <p>Items from the actions for School Administrators and Registered School Nurses that apply to the working conditions in the school settings listed immediately above. <i>CDC Guidance</i>, p. 59-64.</p> <p>Educate staff members about the Program and their likely involvement with the daily management of food (or non-food) allergies for individual students (<i>Individual Allergy Management</i>). <i>CDC Guidelines</i>, p. 27-31. Inform staff members about constructive classroom rewards, see: www.actionforhealthykids.org/activity/healthy-active-non-food-rewards/.</p> <p>Identify at least two employees in the building, in addition to the School Nurse, to be trained in the administration of epinephrine by auto-injection. Only <i>trained personnel</i> may administer epinephrine to a student</p>

Actor	Action
	<p>believed to be having an anaphylactic reaction. (ISBE Model, p. 6). For training requirements, see 7:270-AP2, <i>Checklist for District Supply of Undesignated Medication(s)</i>. Note: Although 105 ILCS 5/22-30 permits any “personnel authorized” under a student’s specific individual plan to administer an undesignated epinephrine injector, the ISBE Model makes no such distinction and requires all personnel administering epinephrine (whether prescribed to a student or undesignated) to a student to complete the training required of trained personnel.</p> <p>Annually notify parents/guardians in the student handbook(s) of policy 7:285, <i>Anaphylaxis Prevention, Response, and Management Program</i>, and include the contact information of a staff member who parents/guardians can contact if they have questions about how the policy applies to their child. To increase awareness of the bullying issues faced by students with allergies, consider including information for students and their parents/guardians about the goals established in Board policy 7:180, <i>Prevention of and Response to Bullying, Intimidation, and Harassment</i>.</p>
School Board	<p>Monitor Board policy 7.285, <i>Anaphylaxis Prevention, Response, and Management Program</i>, at least once every three years, and consider changes recommended by the Committee. See Board policy 2:240, <i>Board Policy Development</i>.</p> <p>Consider all policy changes recommended by the Superintendent.</p> <p>Provide the appropriate resources for the Superintendent to successfully implement the Program.</p>

2. Individual Allergy Management

This section’s procedures are implemented each time the school identifies a student with a food allergy. It follows policy 6:120, *Education of Children with Disabilities*, and references additional considerations based upon the ISBE Model. It relies heavily upon Building Principals and School Nurses to identify the necessary accommodations for each student and determine which staff members are responsible to provide them. Accommodations are impacted by a number of factors, e.g., the student’s age, the allergen(s) involved, the facilities at each school building, etc.

A. Phase One: Identification of Students with Allergies

Actor	Action
Parents / Guardians	<p>Inform the Building Principal of the student’s food allergy.</p> <p>Complete a Student Health History Form and School Medication Authorization Form (see 7:270-E1, <i>School Medication Authorization Form</i>). Return them to the School Nurse. Note: The Food Allergy & Anaphylaxis Emergency Care Plan should be used in conjunction with 7:270-E1, <i>School Medication Authorization Form</i>.</p> <p>If the District participates in the U.S. Dept. of Agriculture’s Child Nutrition Programs and the student has a disability that requires meal modifications, complete a medical statement signed by a licensed healthcare provider. CDC Guidelines, p. 28. See</p>

Actor	Action
	<p>https://www.isbe.net/Documents/2017-ACCOM-MANUAL-SP40.pdf for information and the Medical Authority Modified Meal Request Form at: www.isbe.net/_layouts/Download.aspx?SourceUrl=/Documents/Medical-Authority-Modified-Meal-Request-Form.docx.</p> <p>Cooperate with school staff to provide the medical information necessary directly from the student’s health care provider to develop plans for managing individual care and emergency actions. CDC Guidelines, p. 27.</p> <p>Participate in all meetings to assess and manage the individual student’s health needs</p>
Building Principal and/or School Nurse	Follow the District’s procedural safeguards for convening a meeting to assess the individual student’s allergy management needs.
IHCP (Individual Health Care Plan) Team	<ol style="list-style-type: none"> 1. Gather appropriate health information by using the completed: General Registration Information Form and Student Health History Form. 2. Identify all necessary accommodations and complete an Food Allergy & Anaphylaxis Emergency Care Plan and Individual Health Care Plan. For meal substitutions, the parent/guardian must submit a medical statement signed by a licensed healthcare provider. 3. Assign responsibilities to individual staff members for providing the identified accommodations. Remember that accidental exposures are more likely to happen when an unplanned event or non-routine event occurs and special care should be taken to address procedures for staff members who provide transportation, substitute teaching, coaching or other activities, field trips, and classroom celebrations. 4. Identify willing staff members (i.e., student’s teacher and principal designees) in addition to the School Nurse trained in emergency response to respond to any allergic reactions the student may have. Only trained personnel may administer epinephrine to a student believed to be having an anaphylactic reaction. ISBE Model, p. 6. Note: Consult the Attorney for the District if options are limited or the classroom teacher is not willing to administer epinephrine. While classroom teachers are a logical choice to provide emergency response due to their continual close proximity to students, such an assignment may: (1) impact terms and conditions of employment and may trigger collective bargaining rights, and/or (2) violate 105 ILCS 5/10-22.21b, which states that under no circumstances shall teachers or other non-administrative school employees, except certified school nurses and non-certificated registered professional nurses, be required to administer medication to students. 5. Provide the required procedural safeguard notices if a related service under the Individuals with Disabilities Education Act or if the student has a disability under Section 504. See 23 Ill. Admin. Code §226.510; Section 504 of the Rehabilitation Act of 1973 (34 C.F.R. Parts 104

Actor	Action
	and 300); and 6:120-AP1, E1, <i>Notice to Parents/Guardians Regarding Section 504 Rights</i> .

B. Phase Two: Prevention of Exposure to Known Allergens

Actor	Action
Building Principal and/or School Nurse	<p>Convene a meeting to educate all the staff members who will provide the IHCP accommodations about their responsibilities.</p> <p>Ensure individual staff members perform their responsibilities and provide the necessary accommodations for the student’s individual health needs.</p> <p>Facilitate the dissemination of accurate information in the building about the student’s allergy while respecting privacy rights.</p> <p>Consider providing a medical alert to other parents/guardians that does not name the student when requested by the parent/guardian of the student with the allergy. See CDC Guidelines, p. 71, #5. The communication should inform other students and their parents/guardians about the importance of keeping their educational setting free of the food allergen. For a sample letter, see Notification of a Food Allergy in the Classroom – Parent Letter, available at: www.nasn.org/nasn-resources/resources-by-topic/allergies-anaphylaxis.</p> <p>Prepare a list of answers to anticipated questions about managing the student’s health needs.</p> <p>Check with the School Nurse regarding any known competing educational interests with the student’s health needs among other students attending the school (i.e., diabetes, service animals, etc.). Manage identified students’ competing educational interests by:</p> <ol style="list-style-type: none"> 1. Consulting the Attorney for the District. 2. Creating a method to monitor identified competing educational interests between students. 3. Responding to future unidentified competing educational interests and managing them immediately. 4. Modifying any other conditions as the facts of the situation require.
IHCP Team	<p>Implement and follow all identified responsibilities in the IHCP. Understand that accidental exposures are more likely to occur when an unplanned event occurs, which makes it critical to follow the exact accommodations in the student’s Plan.</p> <p>Practice emergency procedures outlined in the student’s Food Allergy & Anaphylaxis Emergency Care Plan or Individual Health Care Plan and be prepared to follow them</p>

C. Phase Three: Response to Allergic Reactions

Actor	Action
IHCP Team	Follow the student's Food Allergy & Anaphylaxis Emergency Care Plan or Individual Health Care Plan.
Anyone implements item #1 of the first numbered list School Nurse or other <i>Trained Personnel</i> implements the remaining items	If the Nurse or <i>trained personnel</i> have a good faith belief that a person is having an anaphylactic reaction, and the District needs to use its undesignated (not student-specific) supply of epinephrine to respond (ISBE Model, p. 5-6): <ol style="list-style-type: none"> 1. Call the Nurse or front office personnel and advise of the emergency situation so that trained personnel can be activated to respond with undesignated epinephrine dose(s). 2. Instruct someone to call 911 immediately. 3. Implement the District's undesignated epinephrine standing protocol. See 7:270-AP2, <i>Checklist for District Supply of Undesignated Medication(s)</i>. 4. Select the appropriate dose according to the standing protocol and administer epinephrine. Note the time. Act quickly. It is safer to give epinephrine than to delay treatment. This is a life-and-death decision. 5. Stay with the person until EMS arrives. 6. Monitor the person's airway and breathing. 7. Reassure and attempt to calm the person, as needed. 8. Direct another staff member to call the parent/guardian, or emergency contact (if known). 9. If symptoms continue and EMS is not on the scene, administer a second dose of epinephrine five to 15 minutes after the initial injection. Note the time. 10. Administer CPR, if needed. 11. EMS transports the individual to the emergency room. Document the individual's name, date, and time the epinephrine was administered on the epinephrine injector that was used and give to EMS to accompany individual to the emergency room. Even if symptoms subside, EMS must still respond, and the individual must be evaluated in the emergency department or by the individual's health care provider. A delayed or secondary reaction may occur, which can be more severe than the first-phase symptoms. <p>Post-Event Actions</p>

	<ol style="list-style-type: none"> 1. Document the incident and complete all reporting requirements. See 7:270-AP2, <i>Checklist for District Supply of Undesignated Medication(s)</i>. 2. Replace epinephrine stock medication, according to the District's standing protocol. Reorder epinephrine stock medication, as necessary.
<p>School Nurse</p>	<p>If the student has no Food Allergy & Anaphylaxis Emergency Care Plan or Individual Health Care Plan, provide the parents/guardians with these documents in addition to the <i>Student Health History</i> forms and refer them to the process outlined in Phase One: Identification of Students with Allergies phase above.</p> <p>After each allergy emergency, review how it was handled with the Building Principal, health aides/assistants (if applicable), parents/guardians, staff members involved in the response, and the student to identify ways to prevent future emergencies and improve emergency response. CDC Guidelines, p. 63.</p> <p>Collaborate with the students' medical provider as needed to determine if a new or different plan is advised.</p> <p>Assist students with allergies with transitioning back to school after an emergency. CDC Guidelines, p. 63.</p> <p>Storage, Access, and Maintenance of Undesignated Supply of Epinephrine (105 ILCS 5/22-30(f); ISBE Model, p. 6-7)</p> <ol style="list-style-type: none"> 1. Store, access, and maintain the stock of undesignated epinephrine injectors as provided in the District's standing protocol. 2. Maintain the supply of undesignated epinephrine in accordance with the manufacturer's instructions. Epinephrine should be stored in a safe, unlocked, and accessible location in a dark place at room temperature (between 59-86 degrees F). Epinephrine should not be maintained in a locked cabinet or behind locked doors. Trained staff should be made aware of the storage location in each school. It should be protected from exposure to hot, cold, or freezing temperatures. Exposure to sunlight will hasten deterioration of epinephrine more rapidly than exposure to room temperatures. The expiration date of epinephrine solutions should be periodically checked; the drug should be replaced if it is approaching the expiration date. The contents should periodically be inspected through the clear window of the injector. The solution should be clear; if it is discolored or contains solid particles, replace the unit. 3. Regularly (e.g., monthly) check stock epinephrine to ensure proper storage, expiration date, and medication stability. Maintain documentation when checks are conducted. Expired injectors or those with discolored solutions or solid particles should not be used.

	4. Dispose of epinephrine injectors in a sharps container.
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LEGAL REF.: 105 ILCS 5/2-3.182, 5/10-22.21b, 5/10-22.39, and 5/22-30.
23 Ill. Admin. Code §1.540
Anaphylaxis Response Policy for Illinois Schools, published by the Ill. State Board of Education.

**Administrative Procedure - Resource Guide for Implementation of Suicide
and Depression Awareness and Prevention Program**

The Superintendent or designee, at the District level, or the Building Principal or designee, at the building level, is responsible for implementing the Board's goals of increasing awareness and prevention of depression and suicide in Board Policy 7.290, *Suicide and Depression Awareness and Prevention*. The Superintendent and/or Building Principal(s) may want to assign Student Support Committees as established under 7.250-AP2, to assist them with the implementation of these goals. Use other locally available resources that may not be listed below to determine the best implementation methods.

Listed below are the six policy implementation components of Ann Marie's Law, 105 ILCS 5/2-3.163(c), in Board Policy 7.290, *Suicide and Depression Awareness and Prevention*. Each component lists specific implementation steps, along with any sample **PRESS** policies, administrative procedures and/or exhibits, available State and/or federal resources, and examples if available. The Ill. State Board of Education (ISBE) has created the *Illinois Youth Suicide Prevention Toolkit: A Reference for administrators, Counselors, Teachers, and Staff*, at: www.isbe.net/Pages/Suicide-Prevention.aspx, and provides other resources at the same website to guide the District in the implementation of Board Policy 7.290, *Suicide and Depression Awareness and Prevention*.

Confirm the resources listed in this procedure, and any information provided in the hyperlinks, should be confirmed with the Attorney for the District before the Superintendent, Building Principal, or Student Support Committees apply them to a specific situation in the District.

Policy Implementation Components of Ann Marie's Law

1. Awareness and Prevention Education Protocols for Students and Staff (105 ILCS 5/2-3.163(c)(2).
 - a. For students, (i) review Board Policy 6.60, *Curriculum Content* (requiring health education for developing a sound mind and a healthy body); (ii) review Board Policy 7.250, *Student Support Services* (requiring protocols for responding to students with social, emotional, or mental health issues that impact learning ability); (iii) if the District issues identification (ID) cards to its students, insert the contact information for the National Suicide Prevention Lifeline (NSPL), the Crisis Text Line (CTL), and the Safe2Help Illinois helpline on the back of each student ID card and identify each helpline that may be contacted through text messaging (105 ILCS 5/10-20.81, added by P.A. 102-416, renumbered by P.A. 102-813, and amended by P.A. 103-143); and (iv) include NSPL, CTL, and Safe2Help contact information in student handbooks (105 ILCS 5/10-20.81, added by P.A. 102-416, renumbered by P.A. 102-813, and amended by P.A. 103-143. *Illinois Youth Suicide Prevention Toolkit: A Reference for Administrators, Counselors, Teachers and Staff, Module 1: Prevention - Engaging and Educating Students*, pp. 20-21, at: www.isbe.net/Pages/Suicide-Prevention.aspx. See also Illinois' Safe2Help Illinois program at: www.safe2helpil.com/ (designed to offer students a safe, confidential way to share information that might help prevent suicides and other school safety-related information).
 - b. For staff, review Board Policy 5.100, *Staff Development Program*, discussing in-service training and citing required teacher institute training concerning the warning signs of suicidal behavior, and assess incorporating information from the following resources:

Illinois Youth Suicide Prevention Toolkit: A Reference for Administrators, Counselors, Teachers and Staff, Module 1: Prevention – Professional Learning Opportunities for Staff and Choosing a Preventative Training Program for Staff, pp. 18-19, available at: www.isbe.net/Pages/Suicide-Prevention.aspx.

Preventing Suicide: A Toolkit for High Schools (SAMHSA Toolkit), Chapter 4: Staff Education and Training including Tools, pp. 111 through 123 available at: www.store.samhsa.gov/product/Preventing-Suicide-A-Toolkit-for-High-Schools/SMA12-4669.

2. Methods of Prevention, Early Identification, and Referral (105 ILCS 5/2-3.163(c)(3)).
 - a. For staff, review: policy 5.100, *Staff Development Program*, discussing required behavioral training for school personnel; policy 6:60, Curriculum Content (see above for description); 7.250, *Student Support Services* (see above for description); and administrative procedure 7.250-AP2, *Protocol for Responding to Students with Social, Emotional, or Mental Health Needs*, establishing Student Support Committees to identify, prevent, and refer students with mental health challenges for services.
 - b. For staff, assess incorporating information from the following resources:
 - Illinois Youth Suicide Prevention Toolkit: A Reference for Administrators, Counselors, Teachers and Staff, Module 2: Intervention, Procedure: Students at Risk*, pp. 26-27, available at www.isbe.net/Pages/Suicide-Prevention.aspx.
 - SAMHSA Toolkit* available at: store.samhsa.gov/product/Preventing-Suicide-A-Toolkit-for-High-Schools/SMA12-4669.
 - Chapter 1: Getting Started pp. 15-22; Tool 1.A, Suicide Prevention: Facts for Schools, p. 24; and Tools 1.D-1.H, pp. 32-51 (includes various youth suicide prevention topics).
 - Chapter 4: Staff Education and Training including Tools, pp. 111-123.
 - Chapter 7: Screening, and Resources: Staff Education and Screening including Tools, pp. 157-171.
 - ISBE *Suicide Prevention* at: www.isbe.net/Pages/Suicide-Prevention.aspx.
 - Illinois Suicide Prevention Strategic Plan, available at: www.dph.illinois.gov/topics-services/prevention-wellness/suicide-prevention.
 - Resources for mental health support are available from The Trevor Project at: www.thetrevorproject.org/resources/article/resources-for-mental-health-support/.
 - Risk and Protective Factors for Suicide available at: www.isbe.net/Pages/Suicide-Prevention.aspx.
<https://sprc.org/risk-and-protective-factors/>.
- c. Review and train staff on appropriate identification procedures (see example below):
Identification of the At-Risk Student
Note: A more detailed procedure may be developed with the aid of the resources in 2.c., above.
 - (1) An employee having any reason to believe a student is considering or threatening suicide is to contact the Building Principal and District social worker/counselor.
 - (2) The social worker/counselor or Building Principal will meet with the student.
 - (3) The social worker/counselor will call the student's parents/guardians and arrange a meeting. All calls and meetings with parents/guardians will be documented and a copy of the documentation sent by certified mail to the parents/guardians.
 - (4) The social worker/counselor will suggest to the parents/guardians that the State or community mental health agency be contacted. This suggestion shall be a part of the documentation sent to the parents/guardians. A student should never be left alone if

- an employee reasonably believes the student is at imminent risk of suicide. An employee should immediately contact the student's parents/guardians.
3. Methods of Intervention; Emotional or Mental Health Safety Plans for At-Risk Students including those students who suffer from a mental health disorder; suffer from a substance abuse disorder; engaging in self-harm or have previously attempted suicide; reside in an out-of-home placement; are experiencing homelessness; are lesbian, gay, bisexual, transgender, or questioning (LGBTQ); are bereaved by suicide; or have a medical condition or certain types of disabilities. (105 ILCS 5/2-3.163(c)(4), amended by P.A. 102-267.
 - a. Review 6.65, incorporating student social and emotional development into the District's educational program as required by the goals and benchmarks of the Ill. Learning Standards and 405 ILCS 49/15(b); 6.270, requiring the District to have guidance counseling available to implement the protocols directed in 7.250; and 7.250-AP1, requiring protocols for responding to students with social, emotional, or mental health problems that impact learning ability as required by the Children's Mental Health Act of 2003, 405 ILCS 49/, amended by P.A. 102-899.
 - b. Train staff pursuant to 105 ILCS 5/10-22.24b, which allows school counseling services to be used for suicide issues and intervention.
 - c. Assess incorporating information from the following resources:
 - Illinois Youth Suicide Prevention Toolkit: A Reference for Administrators, Counselors, Teachers and Staff, Module 2: Intervention, Procedure: Responding to a Student Displaying Warning Signs or Student Suicide Attempt, pp. 27-29, and Guidelines: Modifying Intervention Protocol- Crafting a Protocol for Helping Students at Risk, pp. 30-31* available at: www.isbe.net/Pages/Suicide-Prevention.aspx.
 - SAMHSA Toolkit*, available at: store.samhsa.gov/product/Preventing-Suicide-A-Toolkit-for-High-Schools/SMA12-4669.
 - Chapter 2: Protocols for Helping Students at Risk of Suicide, pp. 57-66 and Tools 2.A-2.B.2, pp. 68-72.
 - Chapter 6: Student Programs including Tools, pp. 139-156.
 - Resources: Getting Started, pp. 177-182; Staff Education and Training, pp. 186-192; and Student Education and Skill-Building, pp. 194-204.
 - Illinois Suicide Prevention Strategic Plan, available at: www.dph.illinois.gov/topics-services/prevention-wellness/suicide-prevention.
 - Cyberbullying Research Center, website at: <https://cyberbullying.org/>.
 - U.S. School Safety Clearinghouse website at: www.schoolsafety.gov/, discussed in f/n 1, para. 3 of policy 4:170, Safety.
 4. Methods of Responding to a Suicide Attempt (105 ILCS 5/2-3.163(c)(5).
 - a. Review policies listed above in number 3.a.
 - b. Assess incorporating information from the following resources:
 - Illinois Youth Suicide Prevention Toolkit: A Reference for Administrators, Counselors, Teachers and Staff, Module 2: Guidelines: Modifying Intervention Protocols - Crafting a Protocol for Helping Students at Risk, pp. 30-31, and Module 3: Postvention, Procedure: Responding to a Completed Student Suicide, pp. 36-39*, available at www.isbe.net/Pages/Suicide-Prevention.aspx.
 - SAMHSA Toolkit*, available at: store.samhsa.gov/product/Preventing-Suicide-A-Toolkit-for-High-Schools/SMA12-4669.
 - Chapter 3: After a Suicide including Tools, pp. 92-109. (some material adaptable to a suicide attempt)
 - Resources: Crisis Response Postvention, pp. 182-185.
 - After a Suicide: A Toolkit for Schools*, available at: <https://sprc.org/wp-content/uploads/2022/12/AfteraSuicideToolkitforSchools-3.pdf>. (some material adaptable to a suicide attempt)
 5. Reporting Procedures (105 ILCS 5/2-3.163(c)(6)).

-
- a. Review 6.270, *Guidance and Counseling Program*, providing a counseling program that the Superintendent may designate as responsible for development of the District's depression awareness and suicide prevention program procedures; 7.250, *Student Support Services*, identifying District support services that will be ultimately responsible for properly implementing the reporting procedures; and 7.250-AP2, *Protocol for Responding to Students with Social, Emotional, or Mental Health Needs*, establishing Student Support Committees for purposes of identifying, preventing and referring for services students with mental health challenges.
 - b. Assess incorporating information from the following resources:
 - Illinois Youth Suicide Prevention Toolkit: A Reference for Administrators, Counselors, Teachers and Staff, Module 2: Guidelines: Modifying Intervention Protocols - Crafting a Procedure for Students Exhibiting Warning Signs and for a Student Suicide*, pp. 31-34, available at: www.isbe.net/Pages/Suicide-Prevention.aspx.
 - SAMHSA Toolkit* available at: store.samhsa.gov/product/Preventing-Suicide-A-Toolkit-for-High-Schools/SMA12-4669.
Chapter 2: Protocols for Helping Students at Risk of Suicide: Tools 2.B.3-6 (pp. 70-72), 2.C (p. 79) and 2.D (pp. 70-81).
 - c. Review appropriate identification procedures (see example below):
Documentation Regarding the At-Risk Student
Note: A more detailed procedure may be developed with the aid of the resources in 5.b., above.
 - (1) District employees shall take notes on any conversations that involve or relate to the at-risk student. The notes shall become a part of a written report to the Building Principal.
 - (2) Conversations that involve or relate to the at-risk student shall be confirmed in writing with the other party(s).
 - (3) The Superintendent shall receive a copy of all reports and documentation regarding the at-risk student.
 - (4) The social worker/counselor shall prepare a report of the situation for the student's records.
 - d. Provide training for staff regarding identification procedures that the District will implement.
6. Resources and Contact Information (105 ILCS 5/2-3.163(c)(7)).
- a. Illinois suicide prevention organizations and State contacts at: sprc.org/states/illinois:

Jennifer L. Martin, Injury Prevention Coordinator (at time of publication)
Ill. Dept. of Public Health
535 West Jefferson, 2nd Floor
Springfield, IL 62761
Jennifer.L.Martin@illinois.gov
(217) 558-4081

Steve Moore, J.D., Co-Chair, Illinois Suicide Prevention Alliance Board member (at time of publication)
Smoore200400@yahoo.com
(312) 391-8056
 - b. Primary implementation resources for 7.290-AP1, *Resource Guide for Implementation of Suicide and Depression Awareness and Prevention Program*:
ISBE Suicide Prevention website, including recommended guidelines and educational materials for training and professional development and ISBE-recommended resources containing age-appropriate educational materials on youth suicide and awareness pursuant to Ann Marie's Law (105 ILCS 5/2-3.166(b)(2)(B)) and the *Illinois Youth Suicide Prevention Toolkit: A Reference for*

Administrators, Counselors, Teachers and Staff, at:
www.isbe.net/Pages/Suicide-Prevention.aspx.

SAMHSA Toolkit: Chapter 1: Getting Started; Tools 1.I and 1.J., pp. 52-53.

Resources: Screening Program, p. 205; and National Organization and Federal Agencies with Resource and Information on Adolescent Suicide Prevention, pp. 206-208.

Illinois Suicide Prevention Strategic Plan available at:

www.dph.illinois.gov/topics-services/prevention-wellness/suicide-prevention.

c. Other available resources:

American Foundation for Suicide Prevention, Illinois Chapter at:

<https://afsp.org/chapter/illinois>

The Ill. Dept. of Human Services (DHS) is required by 20 ILCS 1705/76 to develop an online database of mental health resources geared toward school counselors, parents, and teachers at: www.dhs.state.il.us/page.aspx?item=29751.

DHS is also required by 20 ILCS 1705/76.2, added by P.A. 103-222, eff. 1-1-24, to partner with ISBE to provide technical assistance for the provision of mental health care during schools days with the goal of increasing the availability and accessibility of mental health resources for students.

National Suicide Prevention Center at:

<https://988lifeline.org/>.

Sexual Orientation, Gender Identity and Youth Suicide at:

www.dph.illinois.gov/topics-services/prevention-wellness/suicide-prevention.html#resources.

Administrative Procedure – Use of Educational Technologies:
Student Data Privacy and Security

Use this procedure to establish a process for evaluating the use of educational technologies for student learning and/or District operations, and to facilitate compliance with the Student Online Personal Protection Act (SOPPA).

Definitions (105 ILCS 85/5)

Covered information means personally identifiable information (PII) or information linked to PII in any media or format that is not publicly available and is any of the following: (1) created by or provided to an operator by a student or the student’s parent/guardian in the course of the student’s or parent/guardian’s use of the operator’s site, service or application; (2) created by or provided to an operator by an employee or agent of the District; or (3) gathered by an operator through the operation of its site, service, or application.

Operators are entities (such as educational technology vendors) that operate Internet websites, online services, online applications, or mobile applications that are designed, marketed, and primarily used for K-12 school purposes.

K-12 school purposes means purposes that are directed by, or that customarily take place at the direction of, a teacher, school, or school district; aid in the administration of school activities, including, but not limited to, instruction in the classroom or at home, administrative activities, and collaboration between students, school personnel, or parents; or are otherwise for the use and benefit of a school.

Breach means the unauthorized acquisition of computerized data that compromises the security, confidentiality or integrity of covered information maintained by an operator or the District.

Parent means a person who is the natural parent of the student or other person who has the primary responsibility for the care and upbringing of the student.

Educational Technologies Evaluation and SOPPA Implementation

Actor	Action
Superintendent or Designee	1. Establishes an Educational Technology Committee (Ed Tech Committee) to operate as a Superintendent committee for the purposes of: (1) evaluating the use of specific online applications and other educational technologies within the District, (2) establishing a list of applications or other services approved for use within the District, (3) developing a process for the approval of online sites, applications, or services not already approved for District use which staff members may wish to use, and (4) supporting the District’s submission of an annual report to the Ill. State Board of Education (ISBE) regarding educational technology capacities and policies. See 2.150-AP, <i>Superintendent Committees</i> . Consider including: Director of Technology Attorney for the District Chief Financial Officer Other district-level administrators, such as Director of Secondary Education, Director of Elementary Education, Director of Teaching and Learning, Director of Special Education, and Director of Multilingual Services

Adopted: February 24, 2021
 Reviewed: February 2024
 Amended: March 20, 2024

Actor	Action				
	<p>Building Principals Teachers</p> <p>Note: This procedure establishes an administrative committee. The administrative committee centralizes the local decision-making process regarding the use of educational technologies in a district, which in turn should help the District comply with the provisions of SOPPA governing the use of covered information by operators, contractual requirements, and security standards.</p> <ol style="list-style-type: none"> 2. Informs the School Board of the Ed. Tech. Committee's progress. 3. Makes recommendations to the Board about operator contracts, as needed and in alignment with Board Policy 7.345, <i>Use of Educational Technologies; Student Data Privacy and Security</i>. 4. Designates which District employee(s) are authorized to enter into written agreements with operators when prior board approval of the contract is not otherwise required by Board Policy 4.60, <i>Purchases and Contracts</i>, and list them below: <table style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;">Chief Financial Officer</td> <td style="width: 50%; border-bottom: 1px solid black;">Director of Technology</td> </tr> <tr> <td>Employee Title</td> <td>Employee Title</td> </tr> </table> 5. Assigns the following activities to the Attorney for the District: <ol style="list-style-type: none"> a. Develop and maintain a protocol to manage parent requests for copies (electronic and paper) of students' covered information. b. Develop and maintain a protocol to manage parent requests for corrections to factual inaccuracies contained in a student's covered information. c. Develop and maintain a protocol to manage parent requests for deletion of a student's covered information maintained by an operator. 6. Ensures that the parent of any student whose covered information was involved in a breach is provided with a breach notification letter no later than 30 calendar days after the District determines a breach has occurred or has been notified by an operator of a breach, unless an appropriate law enforcement agency has requested in writing that the District not provide breach notifications because doing so would interfere with a criminal investigation. See 7.345-AP, E3, <i>Parent Notification Letter for Student Data Breach</i>. 7. As appropriate, notifies the District's liability carrier of any third party claims made against the District regarding a data breach. 8. Consults with the Board Attorney for guidance as needed to ensure the District complies with the provisions of SOPPA. 	Chief Financial Officer	Director of Technology	Employee Title	Employee Title
Chief Financial Officer	Director of Technology				
Employee Title	Employee Title				
Director of Technology	<ol style="list-style-type: none"> 1. Implements and maintains reasonable cybersecurity practices to protect covered information, such as technical, administrative, and physical safeguards that are consistent with ISBE guidance, at www.isbe.net/Pages/Educational-Technology.aspx and 6.235- 				

Actor	Action
	<p>AP1, <i>Acceptable use of the District's Electronic Networks</i>. Coordinates with the Superintendent to implement any staff training on such practices. Coordinates with the Chief Financial Officer regarding any recommendations for purchases of equipment or software related to cybersecurity.</p> <p>2. Creates, maintains, and regularly updates an internal inventory of all Internet websites, online services, online applications, and mobile applications that are being used in the District for K-12 purposes. Note: The inventory does not need to include general audience websites, online services, online applications, or mobile applications, even if login credentials are required to access the general audience sites, services, or applications.</p> <p>The inventory list should include the following, and any other information deemed pertinent:</p> <ol style="list-style-type: none"> a. Name of Operator b. Contract term and expiration/renewal date c. K-12 purpose for which the online service, application, etc. is being used (e.g., curriculum content area and grade level(s)) d. A listing of the <i>data elements</i> of covered information that the District collects, maintains, or discloses to the operator. e. A layperson explanation of the data elements listed for each operator including how the district uses the information, to whom or what entities it discloses the information, and for what purpose(s) the information is used. <p>3. Ensures the following information is posted on the District's website and updated (if needed) by Jan. 31 and July 31 each year (105 ILCS 85/27(a)) (See 7.345-AP, E1, <i>Student Covered Information Reporting Form</i>):</p> <ol style="list-style-type: none"> a. A list of operators with which the District has written contracts. 105 ILCS 85/27(a)(2). b. Copies of the District's written contracts with operators, with redactions as permitted by State law and mutually agreed upon between the District and operators. 105 ILCS 85/27(a)(2). c. Business address of each operator. 105 ILCS 85/27(a)(2). d. For each operator, a list of any subcontractors to whom covered information may be disclosed or a link to a page on the operator's website that clearly lists that information. 105 ILCS 85/27(a)(3). e. An explanation that is clear and understandable by a layperson, of the following (105 ILCS 85/27(a)(1)): <ol style="list-style-type: none"> i. The <i>data elements</i> of covered information that the District collects, maintains, or discloses to any person, entity, third party, or governmental agency. ii. To whom or to what entities the covered information is disclosed. iii. How the covered information is used.

Actor	Action
	<ul style="list-style-type: none"> iv. The purpose of the disclosure of the covered information. f. For breaches involving 10% or more the District's enrolled students, a list of any breaches of covered information maintained by the District or by an operator that includes the following information (105 ILCS 85/27(a)(5), added by): <ul style="list-style-type: none"> i. The number of students whose covered information was involved in the breach, unless the breach involves the <i>personal information</i> of students, as defined by the Personal Information Protection Act, 815 ILCS 530/5. Personal information means either: <ul style="list-style-type: none"> 1. A student's first name or first initial and last name in combination with any one or more of his or her (a) social security number, (b) driver's license number or State ID card number, (c) financial account information (with any required security codes or passwords), (d) medical information, (e) health insurance information, and/or (f) unique biometric data or other unique physical or digital representation of biometric data, when either the name or data elements are not encrypted or redacted or are encrypted or redacted but the keys to unencrypt or unredact or otherwise read the name or data elements have been acquired through the breach of security; or 2. A student's username or email address, in combination with a password or security question and answer that would permit access to an online account, when either the username or email address or password or security question and answer are not encrypted or redacted or are encrypted or redacted, but the keys to unencrypt or unredact or otherwise read the data elements have been obtained through the breach of security. g. A written description of the procedures a parent may use to carry out their rights to: (1) inspect and review his/her child's covered information; (2) request electronic or paper copies of his/her child's covered information and (3) request corrections to his/her child's inaccurate covered information under SOPPA. 105 ILCS 85/27(4). See 7.345-AP1, E4, <i>Notice of Parent Rights Regarding Student Covered Information</i>. 4. Posts on the District's website any new operator contracts within 10 business days of the District entering into the contract, along with the information required in items 3.a. through 3.e. listed immediately above. 105 ILCS 85/27(c), added by P.A. 101-516, eff. 7-1-21. 5. Promptly notifies the Superintendent of any breach of covered information or other personal information of students so that appropriate notices can be provided.

Actor	Action
Chief Financial Officer	<ol style="list-style-type: none"> 1. Assists Head of IT in creating, maintaining, and updating the internal inventory list referenced in the row above. 2. Reviews operator contracts, in consultation with the Attorney for the District, (including electronic agreements, click wrap agreements, or other terms and conditions a user must agree to before using the product or service) before approval to ensure they contain the provisions required by SOPPA. The following provisions are required for contracts entered into, renewed, or amended as of 7-1-21, if the operator is seeking in any manner any covered information from the District (105 ILCS 85/15(4) and 85/27(e)): <ol style="list-style-type: none"> a. A listing of the categories or types of covered information to be provided to the operator. b. A statement of the product or service being provided to the District by the operator. c. A statement that, pursuant to the federal Family Educational Rights and Privacy Act of 1974 (FERPA), the operator (1) is acting as a school official with a legitimate educational interest, (2) is performing an institutional service or function for which the District would otherwise use employees, (3) is under the direct control of the District, with respect to the use and maintenance of covered information, (4) is using the covered information only for an authorized purpose and (5) may not re-disclose covered information to third parties without the District's permission or pursuant to a court order. d. A description of how, if a breach is attributed to the operator, any costs and expenses incurred by the District in investigating and remediating the breach will be allocated between the operator and District. The costs and expenses may include, but are not limited to: (1) providing notification to parent of those students whose covered information was compromised and to regulatory agencies or other entities as required by law or contract, (2) providing credit monitoring to those students whose covered information was exposed in a manner during the breach that a reasonable person would believe that it could impact his or her credit or financial security, (3) legal fees, audit costs, fines, and any other fees or damages imposed against the school as a result of the security breach; and (4) providing any other notifications or fulfilling any other requirements adopted by the ISBE or of any other State or federal laws. e. A statement that the operator must delete or transfer to the school all covered information if the information is no longer needed for the purposes of the written agreement and to specify the time period in which the information must be deleted or transferred once the operator is made aware that the information is no longer needed for the purposes of the written agreement. f. If the District maintains a website, a statement that the District must publish the written agreement on the District's website. If

Actor	Action
	<p>the school does not maintain a website, a statement that the District will make the written agreement available for inspection by the general public at its administrative office.</p> <p>g. A provision requiring the operator to implement and maintain reasonable security procedures and practices that otherwise meet or exceed industry standards designed to protect covered information from unauthorized access, destruction, use, modification, or disclosure.</p> <p>3. As permitted by State law, obtains the operator’s agreement regarding what provisions, if any, of the contract will be redacted in the copy that is posted on the District’s website. Items 2.a, 2.b, and 2.c in the list immediately above may NOT be redacted in the posted copy.</p> <p>4. Ensures that the District also has written agreements in place that include the provisions listed in #2 above whenever it shares, transfers, discloses, or provides access to a student’s covered information to an entity or individual, other than the student’s parent, school personnel, Board members, or ISBE, unless the disclosure or transfer is (1) required by court or State or federal law or (2) to ensure legal or regulatory compliance. 105 ILCS 85/26(2).</p> <p>5. Provides a copy of all operator contracts to the Director of Technology for posting on the District’s website.</p>
Attorney for the District	<p>1. Develops and maintains a protocol to manage parent requests to inspect and review their child’s covered information, whether it is maintained by the District, ISBE, or an operator. 105 ILCS 85/33(c)(1). If the covered information is a <i>school student record</i>, then follow the procedures and timelines for responding to student record requests in 7.340-AP1, <i>School Student Records</i>.</p> <p>2. Develops and maintains a protocol to manage parent requests for copies (electronic and paper) of students’ covered information. Align the protocol with the following requirements (105 ILCS 85/33(c)(2)):</p> <ul style="list-style-type: none"> a. A parent must submit the request on a signed and dated form that includes the parent’s name, address, phone number, and the student’s name, and the school from which the request is being made. 23 Ill. Admin. Code §380.20(b). See 7.345-AP1, E5, <i>Parent Request Form for Student Covered Information</i>. b. The District must provide the parent with a copy of the student’s covered information within 45 days of receipt of the request. 23 Ill. Admin. Code §380.20(a). c. If the parent requests an electronic copy of the student’s covered information, the District must provide an electronic copy of the information, unless the District does not maintain it in an electronic format and reproducing the information in an electronic format would be unduly burdensome to the District. 23 Ill. Admin. Code §§380.20(a), 380.30(a).

Actor	Action
	<ul style="list-style-type: none"> d. If the parent requests a paper copy of the student's covered information, after providing the first 50 pages at no cost, the District may charge the parent the actual cost of copying not to exceed \$0.15 per page. However, the parent may not be denied a copy of the information due to the parent's inability to pay the cost of copying. 23 Ill. Admin. Code §380.30(b). e. A parent may make no more than two requests per student per fiscal quarter. 23 Ill. Admin. Code §380.20(d). f. If the covered information requested includes data on more than one student, the parent may inspect and review only the covered information relevant to the parent's child. g. If the covered information is a <i>school student record</i>, then follow the procedures and timelines for responding to student record requests in 7.340-AP1, <i>School Student Records</i>. <p>3. Develops and maintains a protocol to manage parent requests for corrections to factual inaccuracies contained in a student's covered information. See 7.345-AP1, E6, <i>Parent Request Form for Correction of Student Covered Information</i>. Aligns the protocol with the following requirements (105 ILCS 85/33(c)(3)):</p> <ul style="list-style-type: none"> a. The District must determine whether the factual inaccuracy exists. b. If the District determines that a factual inaccuracy exists, and the District maintains or possesses the covered information, it must correct the inaccuracy and confirm the same with the parent within 90 calendar days after receiving the parent's request. c. If the District determines that a factual inaccuracy exists and an operator or ISBE maintains or possesses the information, the District must notify the operator or ISBE of the factual inaccuracy and correction to be made. The operator or ISBE must confirm the correction with the District within 90 calendar days after it receives the District's notice. The District must then confirm the correction with the parent within 10 business days after receiving confirmation of the correction from the operator or ISBE. d. If the covered information is a <i>school student record</i>, and the parent requests a hearing to challenge the accuracy of the record(s), follow the procedures and timelines in 7.340-AP1, <i>School Student Records</i>. <p>4. Develops and maintains a protocol to manage parent requests for deletion of a student's covered information maintained by an operator. Align the protocol with the following requirements:</p> <ul style="list-style-type: none"> a. Deny the request if granting it would result in a violation of the Ill. School Student Records Act or other records laws, such as the deletion of a <i>school student record</i> (temporary

Actor	Action
	or permanent) that the District is required by law to maintain for a certain period of time. 105 ILCS 85/27(g). b. Consider denying the request if granting it would effectively result in the student being unable to participate in all or a portion of the District's curriculum through the site, service, or application being used.
Building Principal(s)	1. Ensures that parents are provided with 7.345-AP1, E2, <i>Student Data Privacy; Notice to Parents About Educational Technology Vendors</i> , at the beginning of each school year through distribution of school handbooks or other means generally used by the building to provide such notices to parents. 105 ILCS 85/28(e). 2. Promptly communicates any parent requests for copies of, corrections to, or deletion of students' covered information to the Attorney for the District.
Staff Members	1. Participate in any District-required trainings on the privacy and security of student data. 2. Refrain from using any new online sites, services, or applications that collect any student data or covered information that have not be pre-approved for use by the District. 3. Be familiar with and abide by policy 6.235, <i>Access to Electronic Networks</i> , and 6.235-AP1, <i>Acceptable Use of the District's Electronic Networks</i> .
<p>K-12 Data Privacy and Cybersecurity Resources:</p> <p> www.isbe.net/Pages/Educational-Technology.aspx https://studentprivacy.ed.gov/ https://tech.ed.gov/infrastructure/ www.ltcillinois.org/focus/data-privacy/ www.cisa.gov/protecting-our-future-cybersecurity-k-12 www.studentprivacycompass.org www.k12six.org/ www.cosn.org/edtech-topics/student-data-privacy/ </p> <p>Attai, Linnette. <i>Student Data Privacy: Building a School Compliance Program</i>. (Rowman & Littlefield, 2018).</p>	



ILLINOIS HIGH SCHOOL ASSOCIATION



The IHSA governs the equitable participation in interscholastic athletics and activities that enrich the educational experience.

March 2024

To the Principal/IHSA Official Representative Addressed:

It is time again for your school to renew its membership in the Illinois High School Association. For the 2024-2025 school term, IHSA membership will not require payment for membership dues or state series entry fees per action of the IHSA Board of Directors.

Your school may renew membership in the Illinois High School Association by confirming that your school continues to be Recognized by the Illinois State Board of Education and by certifying that your Board of Education/Governing Board has voted to adopt and abide by the Constitution, By-laws, Terms and Conditions, and Administrative Procedures, Guidelines, and Policies of the Association for the 2024-25 school term.

Your 2024-25 membership renewal is due by June 30, 2024. Please do not delay. Obtain your Board of Education's action on the membership resolution and email it to general@ihsa.org or fax (309) 663-7479.

Sincerely,

Craig Anderson

Craig Anderson
Executive Director

THIS FORM MUST BE SIGNED BELOW, ON THE APPROPRIATE LINE, BY THE PRINCIPAL OR OFFICIAL REPRESENTATIVE AND THE BOARD PRESIDENT OR SECRETARY. DO NOT DETACH

To: IHSA Executive Director

We certify that Normal Community High School is recognized by the Illinois State Board of Education. It is understood that failure to be recognized by the Illinois State Board of Education will disqualify our school for membership in the IHSA and that if this were to occur; it is our responsibility to immediately notify the Association of this change in status.

We further certify our Board of Education/Governing Board, at its meeting held on _____, 2024, voted to renew membership in the Illinois High School Association, and to adopt and abide by the Constitution, By-laws, Terms and Conditions, and Administrative Procedures, Guidelines and Policies of the Illinois High School Association for the year of July 1, 2024, through June 30, 2025.

[Signature]
Principal/Official Representative Signature

Board President or Board Secretary Signature

Nicolas J. Kearfott 309-557-4571
Print Name and Phone Number

Print Name and Phone Number

Normal Community High School Normal, Illinois

2024-25 Membership Renewal



March 2024

To the Principal/IHSA Official Representative Addressed:

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Your school may renew membership in the Illinois High School Association by confirming that your school continues to be Recognized by the Illinois State Board of Education and by certifying that your Board of Education/Governing Board has voted to adopt and abide by the Constitution, By-laws, Terms and Conditions, and Administrative Procedures, Guidelines, and Policies of the Association for the 2024-25 school term.

Your 2024-25 membership renewal is due by June 30, 2024. Please do not delay. Obtain your Board of Education's action on the membership resolution and email it to general@ihsa.org or fax (309) 663-7479.

Sincerely,

Craig Anderson
 Executive Director

**THIS FORM MUST BE SIGNED BELOW, ON THE APPROPRIATE LINE, BY THE PRINCIPAL OR OFFICIAL REPRESENTATIVE AND THE BOARD PRESIDENT OR SECRETARY.
 DO NOT DETACH**

To: IHSA Executive Director

We certify that Normal West H.S. High School is recognized by the Illinois State Board of Education. It is understood that failure to be recognized by the Illinois State Board of Education will disqualify our school for membership in the IHSA and that if this were to occur, it is our responsibility to immediately notify the Association of this change in status.

We further certify our Board of Education/Governing Board, at its meeting held on _____, 2024, voted to renew membership in the Illinois High School Association, and to adopt and abide by the Constitution, By-laws, Terms and Conditions, and Administrative Procedures, Guidelines and Policies of the Illinois High School Association for the year of July 1, 2024, through June 30, 2025.

Wes Temples
 Principal/Official Representative Signature

 Board President or Board Secretary Signature

Wes Temples - 309-275-2547
 Print Name and Phone Number

 Print Name and Phone Number

_____ High School _____, Illinois

2024-25 Membership Renewal

McLean County Unit District No. 5
1809 West Hovey Avenue
Normal, Illinois 61761-4339



To: Board of Education & Dr. Kristen Weikle, Superintendent
From: Dan Lambolely, Director of Secondary Education
Re: 2024-2025 I.E.S.A. Participation

March 20, 2024

Dr. Weikle and Board of Education:

Please consider this a formal request to allow Evans, Chiddix, Kingsley, and Parkside Junior High Schools to renew their memberships in the I.E.S.A. for the 2024-2025 school year. This membership allows the junior high schools to participate and compete with other I.E.S.A. member schools during the regular season of all sports and activities offered at the junior high school level, and allows the schools to enter into tournaments sponsored by the I.E.S.A. during the postseason.

It is understood that by approving this membership in the I.E.S.A., the Board of Education is also adopting the Constitution and By Laws of the I.E.S.A. as the code governing our interscholastic activities.

The cost of membership for each junior high school for the 2024-2025 school year is \$275, which is in addition to an entry fee for each sport or activity.

Thank you for your consideration with this.

Dan Lambolely
Director of Secondary Education
McLean County Unit District No. 5



March 20, 2024

To: Board of Education

From: Joe Adelman, Executive Director of Operations

CC: Dr. Kristen Weikle, Superintendent
Martin Hickman, CFO

Re: Towanda Elementary Portable Classrooms

Administration recommends the approval of a four year lease with JMO Modular, LLC for two portable classrooms (one portable unit) at Towanda Elementary.

Lease levy funds will be used for the payments.

LEASE AGREEMENT

This lease agreement (herein the "Agreement"), made and entered into as of the _____ day of March, 2024, by and between JMO MODULAR, LLC (herein "Lessor"), and McLean County Unit District No. 5, Illinois, (Lessee".)

WITNESSETH:

Lessor hereby leases and rents to Lessee and Lessee hereby leases and rents from Lessor, upon the following terms and conditions, the personal property (herein the "Property") described in annexed Schedule A.

1. **TERM.** The term of the Agreement shall be Four (4) school years to begin with the 2024 – 2025 school year on the date the property is delivered and accepted (herein the "Commencement Date") by the Lessee and to end 10 days after the last day of regular classes in 2028 or on June 30, 2028, whichever is earlier. Lessee will provide Lessor a certificate of acceptance, in a form similar to Schedule B, attached hereto, outlining such Commencement Date.

2. **RENTAL.** The yearly rental rate and associated lease payments is agreed to be **THIRTY-TWO THOUSAND ONE HUNDRED DOLLARS (\$32,100.00)**, herein referred to as the "Rent", which sum plus an amount equal to the sum of all applicable taxes, fees and assessments, will be due in advance starting on the Commencement Date and will continue to be due for the remainder of the term on the same day for each successive calendar year thereafter. This rate represents \$18,500 per year for the lease of a used classroom building, \$8,850.00 per year for amortization over the term of the lease of the logistical costs related to the building transport, delivery, setup, de-install and return transport, \$4,750.00 per year for lease of and logistical costs of a new ADA Compliant Ramp/Steps system. Lessor will invoice Lessee for yearly rental installment.

3. **NET LEASE.** This Agreement is a net lease and Lessee's obligations to pay all Rent due under the Agreement and the rights of the Lessor or its assignee in, and to, such Rent shall be absolute and unconditional under all circumstances, notwithstanding: (i) any setoff, abatement, reduction, counterclaim, recoupment, defense or other right which Lessee may have against Lessor, its assignees, the manufacturer or seller of the Property, or any other person for any reason whatsoever; (ii) any defect in condition, operation, fitness for use, or any damage to, or destruction of the Property, (iii) any interruption or cessation of use or possession of the Property; or (iv) any insolvency, bankruptcy reorganization or similar proceedings instituted by or against Lessee.

4. **SECURITY DEPOSIT.** Lessee shall pay the sum of \$0.00 herein the "Security Deposit"), to be held by Lessor without liability to Lessee for interest, as security for Lessee's faithful performance of the terms and conditions of this Agreement, as well as to indemnify Lessor, to the extent thereof, for any damages, cost, expenses or attorney fees which Lessor may incur by reason of Lessee's default hereunder. In the event of Lessee's default, Lessor may apply the Security Deposit in payment of its cost, expenses and attorney fees in enforcing the terms of this Agreement and to indemnify Lessor against any damages sustained by Lessor, provided however, nothing herein contained shall be construed to mean that the recovery of damages by Lessor shall be limited to the amount of the Security Deposit. In the event all or any portion of the Security Deposit is applied as aforesaid, Lessee shall deposit additional amounts with Lessor so that the Security Deposit shall always be maintained at its original amount. Provided Lessee is not in default hereunder, upon the termination of this Agreement, and the return of the Property to Lessor in the condition required by Section 17 hereof, any unexpended balance of the Security Deposit shall be returned to the Lessee.

5. **SET-UP AND DELIVERY.** Upon Lessor's receipt of this executed Agreement, Lessor will prepare the Property for the Lessee based on agreed upon specifications and drawings. Lessor will arrange for delivery and installation of the Property. Delivery and installation includes building being delivered to accessible site, blocked, leveled, and anchored to code on concrete with vinyl skirting installed.

Stock # 1178

6. **TIME LIMITATIONS.** Lessee hereby agrees that Lessor's charges and rental rates provided herein will be subject to revision by Lessor in the event Lessee requests alterations in the design or specifications of the Property after the execution of this Agreement.
7. **LOCATION OF PROPERTY.** Lessee shall use the Property in the operation of its school at the location specified on Schedule B and the Property shall not be removed from such location without Lessor's prior written consent. Provided approval to relocate the Property is given, Lessee shall bear all costs associated with such relocation. If the Property shall be located on a site not owned by Lessee, Lessee shall obtain for the benefit of Lessor, a Landlord's waiver in a form acceptable to Lessor. Lessee shall provide Lessor with the following information: (i) the name and address of the owner of record of the premises; (ii) the legal description of the Premises.
8. **LESSEE'S INTEREST.** The Property shall at all times remain the sole and exclusive property of Lessor, and Lessee shall have no right, title or interest therein, except for those rights expressly granted by this Agreement. Lessee agrees to execute and deliver to Lessor such document and instruments as are requested by Lessor in order to preserve and protect the Property and Lessor's interest therein.
9. **COMPLIANCE WITH REGULATIONS.** Lessee at its own cost and expense shall comply with and conform to all regulations, rules, ordinances, and requirements of any municipal, county, state or federal authority in all matters and things affecting the Property. In addition, at its own cost and expense, Lessee shall arrange for hookup to any utility connection required, purchase all permits required to situate the Property and obtain necessary zoning variances required by any municipal, county, state or federal authority. In the event compliance with the requirements of any governmental or quasi-governmental agency require Lessor to delay the installation of the building or to change its design of the building or any part thereof, Lessee's charges and rental rates may be adjusted to compensate Lessor for any change in Lessor's cost resulting there from.
10. **LESSEE'S INSPECTION.** Upon delivery of the Property, Lessee shall inspect the same within twenty-four (24) hours following delivery and provide Lessor written notice specifying defects in or other proper objections to the Property. If Lessee fails to provide such notice, within 24 hours following the date of delivery, it shall be conclusively presumed as between Lessor and Lessee that Lessee has inspected the Property and that the same is in good condition and repair and acceptable for lease hereunder.
11. **LESSOR'S INSPECTION.** Lessor, at all times during normal business hours, shall have the right to enter upon the premises where the Property is located for the purpose of inspection and observing its use.
12. **ALTERATIONS.** Lessee shall make no alterations, additions or improvements to the Property without the prior written consent of Lessor. All additions and improvements of whatsoever kind or nature shall become the property of Lessor. Lessor, at its option, may require Lessee, at Lessee's cost and expense to remove any additions and improvements made to the Property and restore the same to its original condition, subject only to normal wear from ordinary use.
13. **WAIVER AND INDEMNIFICATION.** Lessee hereby waives and releases all claims against Lessor for loss of or damage to all property, goods, wares and merchandise in, upon or about the Property, and for injuries to Lessee, Lessee's agents and third persons, irrespective of the cause of such loss, damage or injury. Lessee agrees to indemnify and hold harmless Lessor from and against any and all losses, liabilities, costs, expenses (including attorney fees), claims, actions, and demands arising out of the maintenance, possession or use of the Property by Lessee, its employees, agents or any person invited, suffered or permitted by Lessee to use or be in, on or about the Property.
14. **INSURANCE.** During the term of this Agreement or any extension thereof, Lessee shall maintain in force comprehensive general liability insurance written by a responsible insurance company or companies in an amount not less than One Million Dollars (\$1,000,000) combined single limit insuring Lessee and Lessor as a named insured against loss from injury or damage arising out of the ownership, possession, maintenance or use of the Property. It is Lessee's responsibility to furnish Lessor with current certificates evidencing the effectiveness of

such insurance. Such insurance policy or policies shall provide that any cancellation, modification or alteration shall not be effective as to Lessor unless Lessor shall have been provided written notice at least ten (10) days prior to the effective date of any such cancellation, modification or alteration.

15. **LOSS AND DAMAGE.** Until the Property is returned to Lessor, Lessee assumes all risk of loss or damage to the Property and agrees to indemnify and hold Lessor harmless from any loss resulting from theft, destruction or damage to the Property. Should any of the Property damaged be capable of repair, this Agreement shall not terminate, but at Lessee's cost and expense the Property shall be repaired and restored to its condition existing prior to such damage. In the event any of the Property is damaged beyond repair or is lost, stolen or wholly destroyed, this Agreement shall cease and terminate as to such Property as of the date of the event, accident or occurrence causing such loss or destruction, and Lessee shall pay Lessor within ten (10) days thereafter, an amount equal to the replacement value of the Property as of the date of the event, accident or occurrence causing the loss, damage or destruction of the Property. Lessee shall be entitled to the benefit of the proceeds from any insurance recovery received by Lessor, up to an amount equal to that paid to Lessor pursuant to this Section.

16. **NOTICE OF INJURY.** Within twenty-four (24) hours after its occurrence, Lessee shall give Lessor written notice, including complete details, of any injury to person or property, which injury in any way relates to the Property.

17. **MAINTENANCE AND RETURN.** Lessor, at its own cost and expense, shall maintain the Property and every part thereof in good operating order, repair, condition and appearance. Lessee is responsible for routine maintenance, cleaning and cosmetic appearances of all mechanical equipment (e.g., cleaning air conditioning coils and changing filters on a regular basis are considered maintenance). Lessee shall not affix any advertising, signs or other insignia to the exterior or interior of the Property without the prior written consent of Lessor. At the termination of this Agreement, or any renewal thereafter, the Lessor will be responsible for dismantling and delivering the Property to Lessor's nearest storage facility. The Lessee will be responsible for surrendering the Property in as good condition as upon original delivery to Lessee, reasonable wear and tear accepted. **Lessee responsible for charges for dismantle and return at end of term or upfront payment as defined in schedule A.**

18. **LIENS.** Lessee, at its own cost and expense, shall at all times keep the Property free of and from all liens, encumbrances, attachments, levies, claims, charges and assessments, and shall pay and discharge prior to delinquency, all fines, taxes and other charges levied, claims, charges and assessments against the Property, and Lessee shall be immediately liable to Lessor for the amount thereof and shall pay the same upon demand.

19. **LESSEE'S DEFAULT.** If Lessee shall fail to pay the Rent or any other sum due hereunder when due, or if Lessee fails to observe, keep or perform any other term, condition or provision of the Agreement, or if Lessee ceases doing business as a going concern, or if Lessee becomes insolvent or makes an assignment for the benefit of creditors, or if a petition is filed by or against Lessee under the bankruptcy Code or under any similar statute, including a petition for reorganization, arrangement or extension, or if Lessee applies for a consents to the appointment of a receiver, trustee, conservator or liquidator of Lessee, or if such receiver, trustee, conservator or liquidator is appointed without the application or consent of Lessee, or if a creditor of Lessee or any other person or entity attaches or levies execution against the Property, or if Lessee makes a bulk transfer of its furniture, fixtures, furnishings, or other equipment or inventory, Lessor shall have the right to exercise any one or more of the following remedies.

- a) To declare all unpaid Rent and other charges immediately due and payable and to recover the balance of the Rent and other charges reserved hereunder, with Lessor retaining title to the Property.
- b) To sue for all Rent and other charges due hereunder as same shall accrue;

- c) With or without notice, demand or legal process, to retake possession of the Property hereunder (Lessee hereby authorizes and empowers Lessor to enter upon the premises wherever the Property may be found) and (i) retain the Property and all Rent and other charges paid hereunder and recover from the Lessee the amount of the unpaid Rent and other charges hereunder for the balance of the stated term; (ii) release the Property and recover from the Lessee the amount by which the balance of Rent and other charges reserved hereunder for the balance of the stated term exceeds the net amount received by Lessor from such re-leasing for the same period; or (iii) sell the Property and recover from the Lessee the amount by which the balance of Rent and other charges reserved hereunder for the balance of the stated term and residual value of the Property exceeds the net amount received by Lessor from such sales. As used in this sub-division, the residual value shall be deemed to be the estimated value of the Property at the end of the stated term of this Agreement. Lessor may specifically enforce this provision, which is a material inducement to Lessor in entering the Agreement;
- d) With or without notice, demand or legal process, to enter upon the premises wherever the Property may be found and rendered the same unusable;
- e) To recover the property from Lessee. Lessee recognizes that any holding over by Lessee after the time it is required to surrender the Property may cause Lessor to lose or prevent Lessor from obtaining substantial business opportunities, the value of which Lessor cannot presently ascertain. In order to limit Lessee's liability to Lessor therefore, Lessor and Lessee agree that Lessee shall pay Lessor as liquidated damages the sum of one-three hundred sixty-fifth (1/365th) of the annual rental described in Section 2 of this Agreement plus the sum of Fifty Dollars (\$50.00) for each day of holding over by Lessee;
- f) To terminate this Agreement and require Lessee to pay Lessor within twenty-four (24) hours after written demand, a sum of money equal to the amount, if any, by which the then cash value of the Rent reserved under this Agreement for the balance of the term exceeds the then cash reasonable rental value of the Property (including applicable taxes) for the balance of the lease term;
- g) To terminate this Agreement; and/or
- h) To pursue any other remedy at law or in equity.

Notwithstanding any repossession or any other action taken by Lessor, Lessee shall be and remain liable for the full performance of all obligations required of Lessee under this Agreement. All remedies of Lessor are cumulative and may be exercised concurrently or separately. Lessor may exercise any or all of the foregoing remedies as to all or any part of the Property.

Lessor shall not be deemed to have terminated this Agreement, or the liability of Lessee to pay the Rent thereafter accruing, or waived Lessee's liability for damage, by instituting any proceeding for claim and delivery, by re-leasing the Property or otherwise. Nothing herein contained shall be construed as obligating Lessor to lease the Property. In the event Lessor retakes possession of the Property and re-leases same, Lessee shall have no right or authority to collect Rent from a new lessee occupying the Property.

20. **BANKRUPTCY.** Neither this Agreement nor any interest therein is assignable or transferable by operation of law.

21. **LIMITATION OF LIABILITY.** Under no circumstances shall Lessor be liable to Lessee for any special, incidental or consequential damages resulting from the lease of the Property, including, but not limited to, loss of business or profits.

22. **LESSOR'S EXPENSES.** Lessee shall pay Lessor all costs and expenses, including attorney fees, incurred by Lessor in exercising any of its rights or remedies hereunder or enforcing any of the terms, conditions or provisions hereof.
23. **LESSEE'S ASSIGNMENT.** Lessee shall not assign, transfer, pledge or hypothecate this Agreement, the Property or any part thereof or any interest therein, or sublet or rent the Property or any part thereof, or permit the Property or any part thereof to be used by anyone other than Lessee or Lessee's employees without the prior written consent of Lessor. Consent to any of the foregoing prohibited acts applies only in the given instance and is not consent to any subsequent like act by Lessee or any other person. Subject to the foregoing, this Agreement shall inure to the benefit of, and is binding upon, the successors and assigns of the parties hereto, and any such assignment, transfer, pledge or hypothecation of the Agreement, the Property or any part thereof or any interest therein, without the prior written consent of Lessor shall be void.
24. **LESSOR'S ASSIGNMENT.** Lessor may assign this Agreement and its assignee may assign same. All rights of Lessor hereunder shall be succeeded to by any assignee hereof and said assignee's title to this Agreement, to the Rent and other charges herein provided for to be paid, and in and to the Property shall be free from all defenses, setoffs or counterclaims of any kind or character which Lessee may be entitled to assert against Lessor; it being understood and agreed that any assignee of Lessor assumes the obligations of Lessor.
25. **PERSONAL PROPERTY.** This Property is, and shall at all times be and remain, personal property notwithstanding the fact that the Property of any part thereof may now be, or hereafter become, in any manner affixed, attached to, embedded in, or permanently resting upon, real property or any building thereon, or attached in any manner to a permanent structure by means of cement, plaster, nails, bolts, screws or otherwise. In the event for all purposes of taxation the Property is treated by any governmental agency as real property, the Lessee shall be solely responsible for payment of all taxes assessed against the Property as real property. Any costs incurred to register or license the Property or any part thereof pursuant to the laws of any state affecting the licensing and registration of motor vehicles or trailers, shall be paid by Lessee.
26. **LATE CHARGE.** Should Lessee fail to pay any part of the Rent herein reserved or any other sum required by Lessee to be paid to or for the benefit of Lessor within ten (10) days after the due date, Lessee shall pay to Lessor interest on such delinquent payment, computed from the date first due until paid, at the highest legal rate permitted by the laws of the State of Illinois.
27. **NON WAIVER.** No covenant or condition of this Agreement can be waived except by the written consent of Lessor. Forbearance or indulgence by Lessor in any regard whatsoever shall not constitute a waiver of the covenant or condition to be performed by Lessee to which the same may apply, and, until complete performance by Lessee of said covenant or condition, Lessor shall be entitled to pursue any remedy available under this Agreement, by law or in equity, despite Lessor's forbearance or indulgence.
28. **HOLDING OVER, EXTENSION OR SALE.** Should Lessee desire to purchase the Property or extend this Agreement beyond the term provided in Section 1 hereof, Lessee shall provide Lessor written notice ninety (90) days prior to the end of the term of this Agreement. Providing there have been no events of default, the sale price or the yearly rental rate beyond the term provided in Section 1 shall be set at fair market value, unless otherwise specified in Schedule B. Such purchase or extension of this Agreement shall be documented in a mutually acceptable format.
29. **TERMINATION.** This Agreement may be terminated by either party, effective as of the expiration of the term provided in Section 1, if three (3) months prior written notice is given. A charge of \$250.00 per day will be charged if the buildings are not ready for removal 10 days after the last day of regular classes in 2028 or June 30, 2028 whichever is earlier. If this Agreement is not so terminated it shall continue in full force and effect for successive years, at the yearly Rent, until three (3) months written termination notice is given by either party.

30. NOTICES. Any notice or communication given or required to be given hereunder shall be deemed sufficiently given if delivered personally or mailed by registered or certified mail, postage prepaid, to Lessor at the following address:

**JMO Modular, LLC
12882 Route 37 North
P O Box 547
Marion, IL 62959**

and to Lessee at the following address:

**McLean County Unit District No. 5
1809 W. Hovey Ave.
Normal, IL 61761-4339**

or to such other address or addresses as may hereafter be furnished in writing by either party to the other, and shall be deemed to have been given as of the date personally delivered or deposited in the United States Mail.

31. JOINT AND SEVERAL LIABILITY. If more than one Lessee is named in this Agreement, the liability of each shall be joint and several.

32. ORIGINAL AGREEMENT. There shall be one original of this agreement executed by all the parties and marked "Original" on the first page thereof. Any duplicate original of this Agreement shall be marked "Duplicate Original" on the first page thereof.

33. CHOICE OF LAW. This agreement and its performance shall be governed exclusively by the laws of the State of Illinois.

34. WARRANTIES. LESSEE ACKNOWLEDGES AND AGREES THAT LESSOR HAS MADE NO WARRANTIES OR REPRESENTATIONS, EITHER EXPRESS OR IMPLIED, RELATING TO ANY OF THE MATTERS CONTAINED IN THIS AGREEMENT, INCLUDING, WITHOUT LIMITATION, THE CONDITION OF THE PROPERTY, ITS MERCHANTABILITY OR ITS FITNESS FOR ANY PARTICULAR PURPOSE.

35. TITLES. The titles of the Sections of this Agreement are solely for the convenience of the parties, and are not to be used as an aid in the interpretation of the terms and conditions thereof.

36. ENTIRE AGREEMENT. The foregoing constitutes the full and complete Agreement between the parties, and all other oral or written agreements in relation to the subject matter of this Agreement are hereby rescinded.

37. BINDING EFFECT. THIS AGREEMENT SHALL BECOME THE LEGAL AND BINDING OBLIGATION OF THE LESSOR AND LESSEE ONLY UPON EXECUTION OF THIS AGREEMENT BY AUTHORIZED REPRESENTATIVES OF EACH PARTY, AT THEIR PRINCIPAL PLACES OF BUSINESS. NO OTHER CONTRACT AND NO AGREEMENT, CONSIDERATION OR STIPULATION MODIFYING OR CHANGING THE TENOR HEREOF SHALL BE RECOGNIZED AS BINDING UNLESS APPROVED IN LIKE MANNER. IN WITNESS HEREOF, the parties hereto have duly executed this Agreement on the date set forth below.

38. WAIVER OF JURY TRIAL/VENUE

(A) EACH OF THE LESSOR AND THE LESSEE HEREBY WAIVE TRIAL BY JURY IN ANY ACTION OR PROCEEDING TO WHICH THE LESSOR AND THE LESSEE MAY BE PARTIES, ARISING OUT OF OR IN ANY WAY PERTAINING TO THIS AGREEMENT OR THE PROPERTY. IT IS AGREED AND UNDERSTOOD THAT THIS WAIVER CONSTITUTES A WAIVER OF TRIAL BY JURY OF ALL CLAIMS AGAINST ALL PARTIES TO SUCH ACTIONS OR PROCEEDINGS, INCLUDING CLAIMS AGAINST

PARTIES WHO ARE NOT PARTIES TO THIS AGREEMENT. THIS WAIVER IS KNOWINGLY, WILLINGLY AND VOLUNTARILY MADE BY THE LESSOR AND THE LESSEE, AND THE LESSOR AND THE LESSEE HEREBY REPRESENT THAT NO REPRESENTATIONS OF FACT OR OPINION HAVE BEEN MADE BY ANY INDIVIDUAL TO INDUCE THIS WAIVER OF TRIAL BY JURY OR TO IN ANY WAY MODIFY OR NULLIFY ITS EFFECT. THE LESSOR AND THE LESSEE FURTHER REPRESENT THAT THEY HAVE BEEN REPRESENTED IN THE SIGNING OF THIS AGREEMENT AND IN THE MAKING OF THIS WAIVER BY INDEPENDENT LEGAL COUNSEL, SELECTED OF THEIR OWN FREE WILL, AND THAT THEY HAVE HAD THE OPPORTUNITY TO DISCUSS THIS WAIVER WITH COUNSEL. THIS PROVISION IS A MATERIAL INDUCEMENT TO LESSOR TO LEASE THE PROPERTY DESCRIBED HEREIN.

(B) THE LESSOR AND THE LESSEE HEREBY IRREVOCABLY CONSENT TO THE EXCLUSIVE JURISDICTION OF THE COURT OF THE FIRST JUDICIAL CIRCUIT, WILLIAMSON COUNTY, ILLINOIS AND AGREE THAT ANY ACTION OR PROCEEDING ARISING OUT OF OR BROUGHT TO ENFORCE THE PROVISIONS OF THIS AGREEMENT SHALL BE BROUGHT IN SUCH COURT.

LESSOR: JMO Modular, LLC

SIGNATURE: _____ **PRINT NAME** Mark Atkins

TITLE: Director of Operations **DATE** _____

LESSEE: McLean County Unit District No. 5

SIGNATURE: _____ **PRINT NAME** _____

TITLE: _____ **DATE** _____

Schedule A

to Lease Agreement dated March __, 2024,
by and between JMO Modular, LLC, "Lessor and
McLean County Unit District No. 5, "Lessee"

The Property consists of the following units:

**JMO STOCK # 1178
24X68 DOUBLE CLASSROOM BUILDING
Forrest River S/N 6699907 A/B**

Pursuant to Section 2, 5 and 17 of the Agreement, the Lessee agrees to be responsible for the following charges:

Delivery of building	Included
Installation	Included
De-Install and Return	Included

Delivery and set up includes delivered to accessible site, blocked, leveled, and anchored to code on concrete with vinyl skirting installed.

Lease rate per year for 4 year with annual payments due upfront.
Initial payment due on completion or occupancy of \$32,100.00 per year.

Completion or occupancy precludes any final utility connections such as plumbing and electrical provided by school district.

Pursuant to Section 14 of the Agreement, insurable value for property damage coverage:
\$ 175,000

Lessee will insure the Property and have JMO Modular, LLC as co-insured.

Initials:

Lessee _____

Lessor _____

Schedule B

**to Lease Agreement dated March _____ 2024,
by and between JMO Modular, LLC, "Lessor" and
McLean County Unit District No. 5, "Lessee"**

1. Items of Property. The Lessee hereby certifies that the Property, as outlined in Schedule A, has been delivered to the location indicated below, inspected by the Lessee, found to be in good order and accepted pursuant to the terms and conditions of the Agreement as of the date indicated below:

2. Location of Property:

Towanda Elementary School
304 East Street
Towanda, IL 61776

3. Acceptance and Commencement Date:

4. The term of the Agreement will start on the Commencement Date indicated above.

AGREED AND ACKNOWLEDGED:

By: _____

Name: _____

Title: _____

Date: _____



March 20, 2024

To: Board of Education

From: Joe Adelman, Executive Director of Operations

CC: Dr. Kristen Weikle, Superintendent
Martin Hickman, CFO

Re: Parkside Elementary Portable Classrooms

Administration recommends the approval of a four year lease with JMO Modular, LLC for four portable classrooms (two portable units) at Parkside Elementary.

Lease levy funds will be used for the payments.

LEASE AGREEMENT

This lease agreement (herein the "Agreement"), made and entered into as of the _____ day of March, 2024, by and between JMO MODULAR, LLC (herein "Lessor"), and McLean County Unit District No. 5, Illinois, (Lessee".)

WITNESSETH:

Lessor hereby leases and rents to Lessee and Lessee hereby leases and rents from Lessor, upon the following terms and conditions, the personal property (herein the "Property") described in annexed Schedule A.

1. **TERM.** The term of the Agreement shall be Four (4) school years to begin with the 2024 – 2025 school year on the date the property is delivered and accepted (herein the "Commencement Date") by the Lessee and to end 10 days after the last day of regular classes in 2028 or on June 30, 2028, whichever is earlier. Lessee will provide Lessor a certificate of acceptance, in a form similar to Schedule B, attached hereto, outlining such Commencement Date.
2. **RENTAL.** The yearly rental rate and associated lease payments is agreed to be **THIRTY-TWO THOUSAND ONE HUNDRED DOLLARS (\$32,100.00)**, herein referred to as the "Rent", which sum plus an amount equal to the sum of all applicable taxes, fees and assessments, will be due in advance starting on the Commencement Date and will continue to be due for the remainder of the term on the same day for each successive calendar year thereafter. This rate represents \$18,500 per year for the lease of a used classroom building, \$8,850.00 per year for amortization over the term of the lease of the logistical costs related to the building transport, delivery, setup, de-install and return transport, \$4,750.00 per year for lease of and logistical costs of a new ADA Compliant Ramp/Steps system. Lessor will invoice Lessee for yearly rental installment.
3. **NET LEASE.** This Agreement is a net lease and Lessee's obligations to pay all Rent due under the Agreement and the rights of the Lessor or its assignee in, and to, such Rent shall be absolute and unconditional under all circumstances, notwithstanding: (i) any setoff, abatement, reduction, counterclaim, recoupment, defense or other right which Lessee may have against Lessor, its assignees, the manufacturer or seller of the Property, or any other person for any reason whatsoever; (ii) any defect in condition, operation, fitness for use, or any damage to, or destruction of the Property, (iii) any interruption or cessation of use or possession of the Property; or (iv) any insolvency, bankruptcy reorganization or similar proceedings instituted by or against Lessee.
4. **SECURITY DEPOSIT.** Lessee shall pay the sum of \$0.00 herein the "Security Deposit"), to be held by Lessor without liability to Lessee for interest, as security for Lessee's faithful performance of the terms and conditions of this Agreement, as well as to indemnify Lessor, to the extent thereof, for any damages, cost, expenses or attorney fees which Lessor may incur by reason of Lessee's default hereunder. In the event of Lessee's default, Lessor may apply the Security Deposit in payment of its cost, expenses and attorney fees in enforcing the terms of this Agreement and to indemnify Lessor against any damages sustained by Lessor, provided however, nothing herein contained shall be construed to mean that the recovery of damages by Lessor shall be limited to the amount of the Security Deposit. In the event all or any portion of the Security Deposit is applied as aforesaid, Lessee shall deposit additional amounts with Lessor so that the Security Deposit shall always be maintained at its original amount. Provided Lessee is not in default hereunder, upon the termination of this Agreement, and the return of the Property to Lessor in the condition required by Section 17 hereof, any unexpended balance of the Security Deposit shall be returned to the Lessee.
5. **SET-UP AND DELIVERY.** Upon Lessor's receipt of this executed Agreement, Lessor will prepare the Property for the Lessee based on agreed upon specifications and drawings. Lessor will arrange for delivery and installation of the Property. Delivery and installation includes building being delivered to accessible site, blocked, leveled, and anchored to code on concrete with vinyl skirting installed.

6. **TIME LIMITATIONS.** Lessee hereby agrees that Lessor's charges and rental rates provided herein will be subject to revision by Lessor in the event Lessee requests alterations in the design or specifications of the Property after the execution of this Agreement.
7. **LOCATION OF PROPERTY.** Lessee shall use the Property in the operation of its school at the location specified on Schedule B and the Property shall not be removed from such location without Lessor's prior written consent. Provided approval to relocate the Property is given, Lessee shall bear all costs associated with such relocation. If the Property shall be located on a site not owned by Lessee, Lessee shall obtain for the benefit of Lessor, a Landlord's waiver in a form acceptable to Lessor. Lessee shall provide Lessor with the following information: (i) the name and address of the owner of record of the premises; (ii) the legal description of the Premises.
8. **LESSEE'S INTEREST.** The Property shall at all times remain the sole and exclusive property of Lessor, and Lessee shall have no right, title or interest therein, except for those rights expressly granted by this Agreement. Lessee agrees to execute and deliver to Lessor such document and instruments as are requested by Lessor in order to preserve and protect the Property and Lessor's interest therein.
9. **COMPLIANCE WITH REGULATIONS.** Lessee at its own cost and expense shall comply with and conform to all regulations, rules, ordinances, and requirements of any municipal, county, state or federal authority in all matters and things affecting the Property. In addition, at its own cost and expense, Lessee shall arrange for hookup to any utility connection required, purchase all permits required to situate the Property and obtain necessary zoning variances required by any municipal, county, state or federal authority. In the event compliance with the requirements of any governmental or quasi-governmental agency require Lessor to delay the installation of the building or to change its design of the building or any part thereof, Lessee's charges and rental rates may be adjusted to compensate Lessor for any change in Lessor's cost resulting there from.
10. **LESSEE'S INSPECTION.** Upon delivery of the Property, Lessee shall inspect the same within twenty-four (24) hours following delivery and provide Lessor written notice specifying defects in or other proper objections to the Property. If Lessee fails to provide such notice, within 24 hours following the date of delivery, it shall be conclusively presumed as between Lessor and Lessee that Lessee has inspected the Property and that the same is in good condition and repair and acceptable for lease hereunder.
11. **LESSOR'S INSPECTION.** Lessor, at all times during normal business hours, shall have the right to enter upon the premises where the Property is located for the purpose of inspection and observing its use.
12. **ALTERATIONS.** Lessee shall make no alterations, additions or improvements to the Property without the prior written consent of Lessor. All additions and improvements of whatsoever kind or nature shall become the property of Lessor. Lessor, at its option, may require Lessee, at Lessee's cost and expense to remove any additions and improvements made to the Property and restore the same to its original condition, subject only to normal wear from ordinary use.
13. **WAIVER AND INDEMNIFICATION.** Lessee hereby waives and releases all claims against Lessor for loss of or damage to all property, goods, wares and merchandise in, upon or about the Property, and for injuries to Lessee, Lessee's agents and third persons, irrespective of the cause of such loss, damage or injury. Lessee agrees to indemnify and hold harmless Lessor from and against any and all losses, liabilities, costs, expenses (including attorney fees), claims, actions, and demands arising out of the maintenance, possession or use of the Property by Lessee, its employees, agents or any person invited, suffered or permitted by Lessee to use or be in, on or about the Property.
14. **INSURANCE.** During the term of this Agreement or any extension thereof, Lessee shall maintain in force comprehensive general liability insurance written by a responsible insurance company or companies in an amount not less than One Million Dollars (\$1,000,000) combined single limit insuring Lessee and Lessor as a named insured against loss from injury or damage arising out of the ownership, possession, maintenance or use of the

Property. It is Lessee's responsibility to furnish Lessor with current certificates evidencing the effectiveness of such insurance. Such insurance policy or policies shall provide that any cancellation, modification or alteration shall not be effective as to Lessor unless Lessor shall have been provided written notice at least ten (10) days prior to the effective date of any such cancellation, modification or alteration.

15. **LOSS AND DAMAGE.** Until the Property is returned to Lessor, Lessee assumes all risk of loss or damage to the Property and agrees to indemnify and hold Lessor harmless from any loss resulting from theft, destruction or damage to the Property. Should any of the Property damaged be capable of repair, this Agreement shall not terminate, but at Lessee's cost and expense the Property shall be repaired and restored to its condition existing prior to such damage. In the event any of the Property is damaged beyond repair or is lost, stolen or wholly destroyed, this Agreement shall cease and terminate as to such Property as of the date of the event, accident or occurrence causing such loss or destruction, and Lessee shall pay Lessor within ten (10) days thereafter, an amount equal to the replacement value of the Property as of the date of the event, accident or occurrence causing the loss, damage or destruction of the Property. Lessee shall be entitled to the benefit of the proceeds from any insurance recovery received by Lessor, up to an amount equal to that paid to Lessor pursuant to this Section.

16. **NOTICE OF INJURY.** Within twenty-four (24) hours after its occurrence, Lessee shall give Lessor written notice, including complete details, of any injury to person or property, which injury in any way relates to the Property.

17. **MAINTENANCE AND RETURN.** Lessor, at its own cost and expense, shall maintain the Property and every part thereof in good operating order, repair, condition and appearance. Lessee is responsible for routine maintenance, cleaning and cosmetic appearances of all mechanical equipment (e.g., cleaning air conditioning coils and changing filters on a regular basis are considered maintenance). Lessee shall not affix any advertising, signs or other insignia to the exterior or interior of the Property without the prior written consent of Lessor. At the termination of this Agreement, or any renewal thereafter, the Lessor will be responsible for dismantling and delivering the Property to Lessor's nearest storage facility. The Lessee will be responsible for surrendering the Property in as good condition as upon original delivery to Lessee, reasonable wear and tear accepted. **Lessee responsible for charges for dismantle and return at end of term or upfront payment as defined in schedule A.**

18. **LIENS.** Lessee, at its own cost and expense, shall at all times keep the Property free of and from all liens, encumbrances, attachments, levies, claims, charges and assessments, and shall pay and discharge prior to delinquency, all fines, taxes and other charges levied, claims, charges and assessments against the Property, and Lessee shall be immediately liable to Lessor for the amount thereof and shall pay the same upon demand.

19. **LESSEE'S DEFAULT.** If Lessee shall fail to pay the Rent or any other sum due hereunder when due, or if Lessee fails to observe, keep or perform any other term, condition or provision of the Agreement, or if Lessee ceases doing business as a going concern, or if Lessee becomes insolvent or makes an assignment for the benefit of creditors, or if a petition is filed by or against Lessee under the bankruptcy Code or under any similar statute, including a petition for reorganization, arrangement or extension, or if Lessee applies for a consents to the appointment of a receiver, trustee, conservator or liquidator of Lessee, or if such receiver, trustee, conservator or liquidator is appointed without the application or consent of Lessee, or if a creditor of Lessee or any other person or entity attaches or levies execution against the Property, or if Lessee makes a bulk transfer of its furniture, fixtures, furnishings, or other equipment or inventory, Lessor shall have the right to exercise any one or more of the following remedies.

- a) To declare all unpaid Rent and other charges immediately due and payable and to recover the balance of the Rent and other charges reserved hereunder, with Lessor retaining title to the Property.
- b) To sue for all Rent and other charges due hereunder as same shall accrue;

- c) With or without notice, demand or legal process, to retake possession of the Property hereunder (Lessee hereby authorizes and empowers Lessor to enter upon the premises wherever the Property may be found) and (i) retain the Property and all Rent and other charges paid hereunder and recover from the Lessee the amount of the unpaid Rent and other charges hereunder for the balance of the stated term; (ii) release the Property and recover from the Lessee the amount by which the balance of Rent and other charges reserved hereunder for the balance of the stated term exceeds the net amount received by Lessor from such re-leasing for the same period; or (iii) sell the Property and recover from the Lessee the amount by which the balance of Rent and other charges reserved hereunder for the balance of the stated term and residual value of the Property exceeds the net amount received by Lessor from such sales. As used in this sub-division, the residual value shall be deemed to be the estimated value of the Property at the end of the stated term of this Agreement. Lessor may specifically enforce this provision, which is a material inducement to Lessor in entering the Agreement;
- d) With or without notice, demand or legal process, to enter upon the premises wherever the Property may be found and rendered the same unusable;
- e) To recover the property from Lessee. Lessee recognizes that any holding over by Lessee after the time it is required to surrender the Property may cause Lessor to lose or prevent Lessor from obtaining substantial business opportunities, the value of which Lessor cannot presently ascertain. In order to limit Lessee's liability to Lessor therefore, Lessor and Lessee agree that Lessee shall pay Lessor as liquidated damages the sum of one-three hundred sixty-fifth (1/365th) of the annual rental described in Section 2 of this Agreement plus the sum of Fifty Dollars (\$50.00) for each day of holding over by Lessee;
- f) To terminate this Agreement and require Lessee to pay Lessor within twenty-four (24) hours after written demand, a sum of money equal to the amount, if any, by which the then cash value of the Rent reserved under this Agreement for the balance of the term exceeds the then cash reasonable rental value of the Property (including applicable taxes) for the balance of the lease term;
- g) To terminate this Agreement; and/or
- h) To pursue any other remedy at law or in equity.

Notwithstanding any repossession or any other action taken by Lessor, Lessee shall be and remain liable for the full performance of all obligations required of Lessee under this Agreement. All remedies of Lessor are cumulative and may be exercised concurrently or separately. Lessor may exercise any or all of the foregoing remedies as to all or any part of the Property.

Lessor shall not be deemed to have terminated this Agreement, or the liability of Lessee to pay the Rent thereafter accruing, or waived Lessee's liability for damage, by instituting any proceeding for claim and delivery, by re-leasing the Property or otherwise. Nothing herein contained shall be construed as obligating Lessor to lease the Property. In the event Lessor retakes possession of the Property and re-leasing same, Lessee shall have no right or authority to collect Rent from a new lessee occupying the Property.

20. **BANKRUPTCY.** Neither this Agreement nor any interest therein is assignable or transferable by operation of law.

21. **LIMITATION OF LIABILITY.** Under no circumstances shall Lessor be liable to Lessee for any special, incidental or consequential damages resulting from the lease of the Property, including, but not limited to, loss of business or profits.

22. **LESSOR'S EXPENSES.** Lessee shall pay Lessor all costs and expenses, including attorney fees, incurred by Lessor in exercising any of its rights or remedies hereunder or enforcing any of the terms, conditions or provisions hereof.
23. **LESSEE'S ASSIGNMENT.** Lessee shall not assign, transfer, pledge or hypothecate this Agreement, the Property or any part thereof or any interest therein, or sublet or rent the Property or any part thereof, or permit the Property or any part thereof to be used by anyone other than Lessee or Lessee's employees without the prior written consent of Lessor. Consent to any of the foregoing prohibited acts applies only in the given instance and is not consent to any subsequent like act by Lessee or any other person. Subject to the foregoing, this Agreement shall inure to the benefit of, and is binding upon, the successors and assigns of the parties hereto, and any such assignment, transfer, pledge or hypothecation of the Agreement, the Property or any part thereof or any interest therein, without the prior written consent of Lessor shall be void.
24. **LESSOR'S ASSIGNMENT.** Lessor may assign this Agreement and its assignee may assign same. All rights of Lessor hereunder shall be succeeded to by any assignee hereof and said assignee's title to this Agreement, to the Rent and other charges herein provided for to be paid, and in and to the Property shall be free from all defenses, setoffs or counterclaims of any kind or character which Lessee may be entitled to assert against Lessor; it being understood and agreed that any assignee of Lessor assumes the obligations of Lessor.
25. **PERSONAL PROPERTY.** This Property is, and shall at all times be and remain, personal property notwithstanding the fact that the Property of any part thereof may now be, or hereafter become, in any manner affixed, attached to, embedded in, or permanently resting upon, real property or any building thereon, or attached in any manner to a permanent structure by means of cement, plaster, nails, bolts, screws or otherwise. In the event for all purposes of taxation the Property is treated by any governmental agency as real property, the Lessee shall be solely responsible for payment of all taxes assessed against the Property as real property. Any costs incurred to register or license the Property or any part thereof pursuant to the laws of any state affecting the licensing and registration of motor vehicles or trailers, shall be paid by Lessee.
26. **LATE CHARGE.** Should Lessee fail to pay any part of the Rent herein reserved or any other sum required by Lessee to be paid to or for the benefit of Lessor within ten (10) days after the due date, Lessee shall pay to Lessor interest on such delinquent payment, computed from the date first due until paid, at the highest legal rate permitted by the laws of the State of Illinois.
27. **NON WAIVER.** No covenant or condition of this Agreement can be waived except by the written consent of Lessor. Forbearance or indulgence by Lessor in any regard whatsoever shall not constitute a waiver of the covenant or condition to be performed by Lessee to which the same may apply, and, until complete performance by Lessee of said covenant or condition, Lessor shall be entitled to pursue any remedy available under this Agreement, by law or in equity, despite Lessor's forbearance or indulgence.
28. **HOLDING OVER, EXTENSION OR SALE.** Should Lessee desire to purchase the Property or extend this Agreement beyond the term provided in Section 1 hereof, Lessee shall provide Lessor written notice ninety (90) days prior to the end of the term of this Agreement. Providing there have been no events of default, the sale price or the yearly rental rate beyond the term provided in Section 1 shall be set at fair market value, unless otherwise specified in Schedule B. Such purchase or extension of this Agreement shall be documented in a mutually acceptable format.
29. **TERMINATION.** This Agreement may be terminated by either party, effective as of the expiration of the term provided in Section 1, if three (3) months prior written notice is given. A charge of \$250.00 per day will be charged if the buildings are not ready for removal 10 days after the last day of regular classes or June 30, 2028 whichever is earlier. If this Agreement is not so terminated it shall continue in full force and effect for successive years, at the yearly Rent, until three (3) months written termination notice is given by either party.

30. **NOTICES.** Any notice or communication given or required to be given hereunder shall be deemed sufficiently given if delivered personally or mailed by registered or certified mail, postage prepaid, to Lessor at the following address:

**JMO Modular, LLC
12882 Route 37 North
P O Box 547
Marion, IL 62959**

and to Lessee at the following address:

**McLean County Unit District No. 5
1809 W. Hovey Ave.
Normal, IL 61761-4339**

or to such other address or addresses as may hereafter be furnished in writing by either party to the other, and shall be deemed to have been given as of the date personally delivered or deposited in the United States Mail.

31. **JOINT AND SEVERAL LIABILITY.** If more than one Lessee is named in this Agreement, the liability of each shall be joint and several.

32. **ORIGINAL AGREEMENT.** There shall be one original of this agreement executed by all the parties and marked "Original" on the first page thereof. Any duplicate original of this Agreement shall be marked "Duplicate Original" on the first page thereof.

33. **CHOICE OF LAW.** This agreement and its performance shall be governed exclusively by the laws of the State of Illinois.

34. **WARRANTIES.** LESSEE ACKNOWLEDGES AND AGREES THAT LESSOR HAS MADE NO WARRANTIES OR REPRESENTATIONS, EITHER EXPRESS OR IMPLIED, RELATING TO ANY OF THE MATTERS CONTAINED IN THIS AGREEMENT, INCLUDING, WITHOUT LIMITATION, THE CONDITION OF THE PROPERTY, ITS MERCHANTABILITY OR ITS FITNESS FOR ANY PARTICULAR PURPOSE.

35. **TITLES.** The titles of the Sections of this Agreement are solely for the convenience of the parties, and are not to be used as an aid in the interpretation of the terms and conditions thereof.

36. **ENTIRE AGREEMENT.** The foregoing constitutes the full and complete Agreement between the parties, and all other oral or written agreements in relation to the subject matter of this Agreement are hereby rescinded.

37. **BINDING EFFECT.** THIS AGREEMENT SHALL BECOME THE LEGAL AND BINDING OBLIGATION OF THE LESSOR AND LESSEE ONLY UPON EXECUTION OF THIS AGREEMENT BY AUTHORIZED REPRESENTATIVES OF EACH PARTY, AT THEIR PRINCIPAL PLACES OF BUSINESS. NO OTHER CONTRACT AND NO AGREEMENT, CONSIDERATION OR STIPULATION MODIFYING OR CHANGING THE TENOR HEREOF SHALL BE RECOGNIZED AS BINDING UNLESS APPROVED IN LIKE MANNER. IN WITNESS HEREOF, the parties hereto have duly executed this Agreement on the date set forth below.

38. **WAIVER OF JURY TRIAL/VENUE**

(A) EACH OF THE LESSOR AND THE LESSEE HEREBY WAIVE TRIAL BY JURY IN ANY ACTION OR PROCEEDING TO WHICH THE LESSOR AND THE LESSEE MAY BE PARTIES, ARISING OUT OF OR IN ANY WAY PERTAINING TO THIS AGREEMENT OR THE PROPERTY. IT IS AGREED AND UNDERSTOOD THAT THIS WAIVER CONSTITUTES A WAIVER OF TRIAL BY JURY OF ALL CLAIMS AGAINST ALL PARTIES TO SUCH ACTIONS OR PROCEEDINGS, INCLUDING CLAIMS AGAINST

PARTIES WHO ARE NOT PARTIES TO THIS AGREEMENT. THIS WAIVER IS KNOWINGLY, WILLINGLY AND VOLUNTARILY MADE BY THE LESSOR AND THE LESSEE, AND THE LESSOR AND THE LESSEE HEREBY REPRESENT THAT NO REPRESENTATIONS OF FACT OR OPINION HAVE BEEN MADE BY ANY INDIVIDUAL TO INDUCE THIS WAIVER OF TRIAL BY JURY OR TO IN ANY WAY MODIFY OR NULLIFY ITS EFFECT. THE LESSOR AND THE LESSEE FURTHER REPRESENT THAT THEY HAVE BEEN REPRESENTED IN THE SIGNING OF THIS AGREEMENT AND IN THE MAKING OF THIS WAIVER BY INDEPENDENT LEGAL COUNSEL, SELECTED OF THEIR OWN FREE WILL, AND THAT THEY HAVE HAD THE OPPORTUNITY TO DISCUSS THIS WAIVER WITH COUNSEL. THIS PROVISION IS A MATERIAL INDUCEMENT TO LESSOR TO LEASE THE PROPERTY DESCRIBED HEREIN.

(B) THE LESSOR AND THE LESSEE HEREBY IRREVOCABLY CONSENT TO THE EXCLUSIVE JURISDICTION OF THE COURT OF THE FIRST JUDICIAL CIRCUIT, WILLIAMSON COUNTY, ILLINOIS, AND AGREE THAT ANY ACTION OR PROCEEDING ARISING OUT OF OR BROUGHT TO ENFORCE THE PROVISIONS OF THIS AGREEMENT SHALL BE BROUGHT IN SUCH COURT.

LESSOR: JMO Modular, LLC

SIGNATURE: _____ **PRINT NAME** Mark Atkins

TITLE: Director of Operations **DATE** _____

LESSEE: McLean County Unit District No. 5

SIGNATURE: _____ **PRINT NAME** _____

TITLE: _____ **DATE** _____

Schedule A

to Lease Agreement dated March __, 2024,
by and between JMO Modular, LLC, "Lessor and
McLean County Unit District No. 5,"Lessee"

The Property consists of the following units:

JMO STOCK # 648
24X68 DOUBLE CLASSROOM BUILDING
Contempri S/N 1219

Pursuant to Section 2, 5 and 17 of the Agreement, the Lessee agrees to be responsible for the following charges:

Delivery of building	Included
Installation	Included
De-Install and Return	Included

Delivery and set up includes delivered to accessible site, blocked, leveled, and anchored to code on concrete with vinyl skirting installed.

Lease rate per year for 4 year with annual payments due upfront.
Initial payment due on completion or occupancy of \$32,100.00 per year.

Completion or occupancy precludes any final utility connections such as plumbing and electrical provided by school district.

Pursuant to Section 14 of the Agreement, insurable value for property damage coverage:
\$ 175,000

Lessee will insure the Property and have JMO Modular, LLC as co-insured.

Initials:

Lessee _____

Lessor _____

Schedule B

**to Lease Agreement dated March _____ 2024,
by and between JMO Modular, LLC, "Lessor" and
McLean County Unit District No. 5, "Lessee"**

1. Items of Property. The Lessee hereby certifies that the Property, as outlined in Schedule A, has been delivered to the location indicated below, inspected by the Lessee, found to be in good order and accepted pursuant to the terms and conditions of the Agreement as of the date indicated below:

2. Location of Property:

Parkside Elementary School
1900 W. College Ave.
Normal, IL 61761

3. Acceptance and Commencement Date:

4. The term of the Agreement will start on the Commencement Date indicated above.

AGREED AND ACKNOWLEDGED:

By: _____

Name: _____

Title: _____

Date: _____

LEASE AGREEMENT

This lease agreement (herein the "Agreement"), made and entered into as of the _____ day of March, 2024, by and between JMO MODULAR, LLC (herein "Lessor"), and McLean County Unit District No. 5, Illinois, (Lessee".)

WITNESSETH:

Lessor hereby leases and rents to Lessee and Lessee hereby leases and rents from Lessor, upon the following terms and conditions, the personal property (herein the "Property") described in annexed Schedule A.

1. **TERM.** The term of the Agreement shall be Four (4) school years to begin with the 2024 – 2025 school year on the date the property is delivered and accepted (herein the "Commencement Date") by the Lessee and to end 10 days after the last day of regular classes in 2028 or on June 30, 2028, whichever is earlier. Lessee will provide Lessor a certificate of acceptance, in a form similar to Schedule B, attached hereto, outlining such Commencement Date.

2. **RENTAL.** The yearly rental rate and associated lease payments is agreed to be **THIRTY-TWO THOUSAND ONE HUNDRED DOLLARS (\$32,100.00)**, herein referred to as the "Rent", which sum plus an amount equal to the sum of all applicable taxes, fees and assessments, will be due in advance starting on the Commencement Date and will continue to be due for the remainder of the term on the same day for each successive calendar year thereafter. This rate represents \$18,500 per year for the lease of a used classroom building, \$8,850.00 per year for amortization over the term of the lease of the logistical costs related to the building transport, delivery, setup, de-install and return transport, \$4,750.00 per year for lease of and logistical costs of a new ADA Compliant Ramp/Steps system. Lessor will invoice Lessee for yearly rental installment.

3. **NET LEASE.** This Agreement is a net lease and Lessee's obligations to pay all Rent due under the Agreement and the rights of the Lessor or its assignee in, and to, such Rent shall be absolute and unconditional under all circumstances, notwithstanding: (i) any setoff, abatement, reduction, counterclaim, recoupment, defense or other right which Lessee may have against Lessor, its assignees, the manufacturer or seller of the Property, or any other person for any reason whatsoever; (ii) any defect in condition, operation, fitness for use, or any damage to, or destruction of the Property, (iii) any interruption or cessation of use or possession of the Property; or (iv) any insolvency, bankruptcy reorganization or similar proceedings instituted by or against Lessee.

4. **SECURITY DEPOSIT.** Lessee shall pay the sum of \$0.00 herein the "Security Deposit"), to be held by Lessor without liability to Lessee for interest, as security for Lessee's faithful performance of the terms and conditions of this Agreement, as well as to indemnify Lessor, to the extent thereof, for any damages, cost, expenses or attorney fees which Lessor may incur by reason of Lessee's default hereunder. In the event of Lessee's default, Lessor may apply the Security Deposit in payment of its cost, expenses and attorney fees in enforcing the terms of this Agreement and to indemnify Lessor against any damages sustained by Lessor, provided however, nothing herein contained shall be construed to mean that the recovery of damages by Lessor shall be limited to the amount of the Security Deposit. In the event all or any portion of the Security Deposit is applied as aforesaid, Lessee shall deposit additional amounts with Lessor so that the Security Deposit shall always be maintained at its original amount. Provided Lessee is not in default hereunder, upon the termination of this Agreement, and the return of the Property to Lessor in the condition required by Section 17 hereof, any unexpended balance of the Security Deposit shall be returned to the Lessee.

5. **SET-UP AND DELIVERY.** Upon Lessor's receipt of this executed Agreement, Lessor will prepare the Property for the Lessee based on agreed upon specifications and drawings. Lessor will arrange for delivery and installation of the Property. Delivery and installation includes building being delivered to accessible site, blocked, leveled, and anchored to code on concrete with vinyl skirting installed.

6. **TIME LIMITATIONS.** Lessee hereby agrees that Lessor's charges and rental rates provided herein will be subject to revision by Lessor in the event Lessee requests alterations in the design or specifications of the Property after the execution of this Agreement.
7. **LOCATION OF PROPERTY.** Lessee shall use the Property in the operation of its school at the location specified on Schedule B and the Property shall not be removed from such location without Lessor's prior written consent. Provided approval to relocate the Property is given, Lessee shall bear all costs associated with such relocation. If the Property shall be located on a site not owned by Lessee, Lessee shall obtain for the benefit of Lessor, a Landlord's waiver in a form acceptable to Lessor. Lessee shall provide Lessor with the following information: (i) the name and address of the owner of record of the premises; (ii) the legal description of the Premises.
8. **LESSEE'S INTEREST.** The Property shall at all times remain the sole and exclusive property of Lessor, and Lessee shall have no right, title or interest therein, except for those rights expressly granted by this Agreement. Lessee agrees to execute and deliver to Lessor such document and instruments as are requested by Lessor in order to preserve and protect the Property and Lessor's interest therein.
9. **COMPLIANCE WITH REGULATIONS.** Lessee at its own cost and expense shall comply with and conform to all regulations, rules, ordinances, and requirements of any municipal, county, state or federal authority in all matters and things affecting the Property. In addition, at its own cost and expense, Lessee shall arrange for hookup to any utility connection required, purchase all permits required to situate the Property and obtain necessary zoning variances required by any municipal, county, state or federal authority. In the event compliance with the requirements of any governmental or quasi-governmental agency require Lessor to delay the installation of the building or to change its design of the building or any part thereof, Lessee's charges and rental rates may be adjusted to compensate Lessor for any change in Lessor's cost resulting there from.
10. **LESSEE'S INSPECTION.** Upon delivery of the Property, Lessee shall inspect the same within twenty-four (24) hours following delivery and provide Lessor written notice specifying defects in or other proper objections to the Property. If Lessee fails to provide such notice, within 24 hours following the date of delivery, it shall be conclusively presumed as between Lessor and Lessee that Lessee has inspected the Property and that the same is in good condition and repair and acceptable for lease hereunder.
11. **LESSOR'S INSPECTION.** Lessor, at all times during normal business hours, shall have the right to enter upon the premises where the Property is located for the purpose of inspection and observing its use.
12. **ALTERATIONS.** Lessee shall make no alterations, additions or improvements to the Property without the prior written consent of Lessor. All additions and improvements of whatsoever kind or nature shall become the property of Lessor. Lessor, at its option, may require Lessee, at Lessee's cost and expense to remove any additions and improvements made to the Property and restore the same to its original condition, subject only to normal wear from ordinary use.
13. **WAIVER AND INDEMNIFICATION.** Lessee hereby waives and releases all claims against Lessor for loss of or damage to all property, goods, wares and merchandise in, upon or about the Property, and for injuries to Lessee, Lessee's agents and third persons, irrespective of the cause of such loss, damage or injury. Lessee agrees to indemnify and hold harmless Lessor from and against any and all losses, liabilities, costs, expenses (including attorney fees), claims, actions, and demands arising out of the maintenance, possession or use of the Property by Lessee, its employees, agents or any person invited, suffered or permitted by Lessee to use or be in, on or about the Property.
14. **INSURANCE.** During the term of this Agreement or any extension thereof, Lessee shall maintain in force comprehensive general liability insurance written by a responsible insurance company or companies in an amount not less than One Million Dollars (\$1,000,000) combined single limit insuring Lessee and Lessor as a named insured against loss from injury or damage arising out of the ownership, possession, maintenance or use of the

Property. It is Lessee's responsibility to furnish Lessor with current certificates evidencing the effectiveness of such insurance. Such insurance policy or policies shall provide that any cancellation, modification or alteration shall not be effective as to Lessor unless Lessor shall have been provided written notice at least ten (10) days prior to the effective date of any such cancellation, modification or alteration.

15. **LOSS AND DAMAGE.** Until the Property is returned to Lessor, Lessee assumes all risk of loss or damage to the Property and agrees to indemnify and hold Lessor harmless from any loss resulting from theft, destruction or damage to the Property. Should any of the Property damaged be capable of repair, this Agreement shall not terminate, but at Lessee's cost and expense the Property shall be repaired and restored to its condition existing prior to such damage. In the event any of the Property is damaged beyond repair or is lost, stolen or wholly destroyed, this Agreement shall cease and terminate as to such Property as of the date of the event, accident or occurrence causing such loss or destruction, and Lessee shall pay Lessor within ten (10) days thereafter, an amount equal to the replacement value of the Property as of the date of the event, accident or occurrence causing the loss, damage or destruction of the Property. Lessee shall be entitled to the benefit of the proceeds from any insurance recovery received by Lessor, up to an amount equal to that paid to Lessor pursuant to this Section.

16. **NOTICE OF INJURY.** Within twenty-four (24) hours after its occurrence, Lessee shall give Lessor written notice, including complete details, of any injury to person or property, which injury in any way relates to the Property.

17. **MAINTENANCE AND RETURN.** Lessor, at its own cost and expense, shall maintain the Property and every part thereof in good operating order, repair, condition and appearance. Lessee is responsible for routine maintenance, cleaning and cosmetic appearances of all mechanical equipment (e.g., cleaning air conditioning coils and changing filters on a regular basis are considered maintenance). Lessee shall not affix any advertising, signs or other insignia to the exterior or interior of the Property without the prior written consent of Lessor. At the termination of this Agreement, or any renewal thereafter, the Lessor will be responsible for dismantling and delivering the Property to Lessor's nearest storage facility. The Lessee will be responsible for surrendering the Property in as good condition as upon original delivery to Lessee, reasonable wear and tear accepted. **Lessee responsible for charges for dismantle and return at end of term or upfront payment as defined in schedule A.**

18. **LIENS.** Lessee, at its own cost and expense, shall at all times keep the Property free of and from all liens, encumbrances, attachments, levies, claims, charges and assessments, and shall pay and discharge prior to delinquency, all fines, taxes and other charges levied, claims, charges and assessments against the Property, and Lessee shall be immediately liable to Lessor for the amount thereof and shall pay the same upon demand.

19. **LESSEE'S DEFAULT.** If Lessee shall fail to pay the Rent or any other sum due hereunder when due, or if Lessee fails to observe, keep or perform any other term, condition or provision of the Agreement, or if Lessee ceases doing business as a going concern, or if Lessee becomes insolvent or makes an assignment for the benefit of creditors, or if a petition is filed by or against Lessee under the bankruptcy Code or under any similar statute, including a petition for reorganization, arrangement or extension, or if Lessee applies for a consents to the appointment of a receiver, trustee, conservator or liquidator of Lessee, or if such receiver, trustee, conservator or liquidator is appointed without the application or consent of Lessee, or if a creditor of Lessee or any other person or entity attaches or levies execution against the Property, or if Lessee makes a bulk transfer of its furniture, fixtures, furnishings, or other equipment or inventory, Lessor shall have the right to exercise any one or more of the following remedies.

- a) To declare all unpaid Rent and other charges immediately due and payable and to recover the balance of the Rent and other charges reserved hereunder, with Lessor retaining title to the Property.
- b) To sue for all Rent and other charges due hereunder as same shall accrue;

- c) With or without notice, demand or legal process, to retake possession of the Property hereunder (Lessee hereby authorizes and empowers Lessor to enter upon the premises wherever the Property may be found) and (i) retain the Property and all Rent and other charges paid hereunder and recover from the Lessee the amount of the unpaid Rent and other charges hereunder for the balance of the stated term; (ii) release the Property and recover from the Lessee the amount by which the balance of Rent and other charges reserved hereunder for the balance of the stated term exceeds the net amount received by Lessor from such re-leasing for the same period; or (iii) sell the Property and recover from the Lessee the amount by which the balance of Rent and other charges reserved hereunder for the balance of the stated term and residual value of the Property exceeds the net amount received by Lessor from such sales. As used in this sub-division, the residual value shall be deemed to be the estimated value of the Property at the end of the stated term of this Agreement. Lessor may specifically enforce this provision, which is a material inducement to Lessor in entering the Agreement;
- d) With or without notice, demand or legal process, to enter upon the premises wherever the Property may be found and rendered the same unusable;
- e) To recover the property from Lessee. Lessee recognizes that any holding over by Lessee after the time it is required to surrender the Property may cause Lessor to lose or prevent Lessor from obtaining substantial business opportunities, the value of which Lessor cannot presently ascertain. In order to limit Lessee's liability to Lessor therefore, Lessor and Lessee agree that Lessee shall pay Lessor as liquidated damages the sum of one-three hundred sixty-fifth (1/365th) of the annual rental described in Section 2 of this Agreement plus the sum of Fifty Dollars (\$50.00) for each day of holding over by Lessee;
- f) To terminate this Agreement and require Lessee to pay Lessor within twenty-four (24) hours after written demand, a sum of money equal to the amount, if any, by which the then cash value of the Rent reserved under this Agreement for the balance of the term exceeds the then cash reasonable rental value of the Property (including applicable taxes) for the balance of the lease term;
- g) To terminate this Agreement; and/or
- h) To pursue any other remedy at law or in equity.

Notwithstanding any repossession or any other action taken by Lessor, Lessee shall be and remain liable for the full performance of all obligations required of Lessee under this Agreement. All remedies of Lessor are cumulative and may be exercised concurrently or separately. Lessor may exercise any or all of the foregoing remedies as to all or any part of the Property.

Lessor shall not be deemed to have terminated this Agreement, or the liability of Lessee to pay the Rent thereafter accruing, or waived Lessee's liability for damage, by instituting any proceeding for claim and delivery, by re-leasing the Property or otherwise. Nothing herein contained shall be construed as obligating Lessor to lease the Property. In the event Lessor retakes possession of the Property and re-leasing same, Lessee shall have no right or authority to collect Rent from a new lessee occupying the Property.

20. **BANKRUPTCY.** Neither this Agreement nor any interest therein is assignable or transferable by operation of law.

21. **LIMITATION OF LIABILITY.** Under no circumstances shall Lessor be liable to Lessee for any special, incidental or consequential damages resulting from the lease of the Property, including, but not limited to, loss of business or profits.

22. **LESSOR'S EXPENSES.** Lessee shall pay Lessor all costs and expenses, including attorney fees, incurred by Lessor in exercising any of its rights or remedies hereunder or enforcing any of the terms, conditions or provisions hereof.

23. **LESSEE'S ASSIGNMENT.** Lessee shall not assign, transfer, pledge or hypothecate this Agreement, the Property or any part thereof or any interest therein, or sublet or rent the Property or any part thereof, or permit the Property or any part thereof to be used by anyone other than Lessee or Lessee's employees without the prior written consent of Lessor. Consent to any of the foregoing prohibited acts applies only in the given instance and is not consent to any subsequent like act by Lessee or any other person. Subject to the foregoing, this Agreement shall inure to the benefit of, and is binding upon, the successors and assigns of the parties hereto, and any such assignment, transfer, pledge or hypothecation of the Agreement, the Property or any part thereof or any interest therein, without the prior written consent of Lessor shall be void.

24. **LESSOR'S ASSIGNMENT.** Lessor may assign this Agreement and its assignee may assign same. All rights of Lessor hereunder shall be succeeded to by any assignee hereof and said assignee's title to this Agreement, to the Rent and other charges herein provided for to be paid, and in and to the Property shall be free from all defenses, setoffs or counterclaims of any kind or character which Lessee may be entitled to assert against Lessor; it being understood and agreed that any assignee of Lessor assumes the obligations of Lessor.

25. **PERSONAL PROPERTY.** This Property is, and shall at all times be and remain, personal property notwithstanding the fact that the Property of any part thereof may now be, or hereafter become, in any manner affixed, attached to, embedded in, or permanently resting upon, real property or any building thereon, or attached in any manner to a permanent structure by means of cement, plaster, nails, bolts, screws or otherwise. In the event for all purposes of taxation the Property is treated by any governmental agency as real property, the Lessee shall be solely responsible for payment of all taxes assessed against the Property as real property. Any costs incurred to register or license the Property or any part thereof pursuant to the laws of any state affecting the licensing and registration of motor vehicles or trailers, shall be paid by Lessee.

26. **LATE CHARGE.** Should Lessee fail to pay any part of the Rent herein reserved or any other sum required by Lessee to be paid to or for the benefit of Lessor within ten (10) days after the due date, Lessee shall pay to Lessor interest on such delinquent payment, computed from the date first due until paid, at the highest legal rate permitted by the laws of the State of Illinois.

27. **NON WAIVER.** No covenant or condition of this Agreement can be waived except by the written consent of Lessor. Forbearance or indulgence by Lessor in any regard whatsoever shall not constitute a waiver of the covenant or condition to be performed by Lessee to which the same may apply, and, until complete performance by Lessee of said covenant or condition, Lessor shall be entitled to pursue any remedy available under this Agreement, by law or in equity, despite Lessor's forbearance or indulgence.

28. **HOLDING OVER, EXTENSION OR SALE.** Should Lessee desire to purchase the Property or extend this Agreement beyond the term provided in Section 1 hereof, Lessee shall provide Lessor written notice ninety (90) days prior to the end of the term of this Agreement. Providing there have been no events of default, the sale price or the yearly rental rate beyond the term provided in Section 1 shall be set at fair market value, unless otherwise specified in Schedule B. Such purchase or extension of this Agreement shall be documented in a mutually acceptable format.

29. **TERMINATION.** This Agreement may be terminated by either party, effective as of the expiration of the term provided in Section 1, if three (3) months prior written notice is given. A charge of \$250.00 per day will be charged if the buildings are not ready for removal 10 days after the last day of regular classes or June 30, 2028 whichever is earlier. If this Agreement is not so terminated it shall continue in full force and effect for successive years, at the yearly Rent, until three (3) months written termination notice is given by either party.

30. **NOTICES.** Any notice or communication given or required to be given hereunder shall be deemed sufficiently given if delivered personally or mailed by registered or certified mail, postage prepaid, to Lessor at the following address:

**JMO Modular, LLC
12882 Route 37 North
P O Box 547
Marion, IL 62959**

and to Lessee at the following address:

**McLean County Unit District No. 5
1809 W. Hovey Ave.
Normal, IL 61761-4339**

or to such other address or addresses as may hereafter be furnished in writing by either party to the other, and shall be deemed to have been given as of the date personally delivered or deposited in the United States Mail.

31. **JOINT AND SEVERAL LIABILITY.** If more than one Lessee is named in this Agreement, the liability of each shall be joint and several.

32. **ORIGINAL AGREEMENT.** There shall be one original of this agreement executed by all the parties and marked "Original" on the first page thereof. Any duplicate original of this Agreement shall be marked "Duplicate Original" on the first page thereof.

33. **CHOICE OF LAW.** This agreement and its performance shall be governed exclusively by the laws of the State of Illinois.

34. **WARRANTIES. LESSEE ACKNOWLEDGES AND AGREES THAT LESSOR HAS MADE NO WARRANTIES OR REPRESENTATIONS, EITHER EXPRESS OR IMPLIED, RELATING TO ANY OF THE MATTERS CONTAINED IN THIS AGREEMENT, INCLUDING, WITHOUT LIMITATION, THE CONDITION OF THE PROPERTY, ITS MERCHANTABILITY OR ITS FITNESS FOR ANY PARTICULAR PURPOSE.**

35. **TITLES.** The titles of the Sections of this Agreement are solely for the convenience of the parties, and are not to be used as an aid in the interpretation of the terms and conditions thereof.

36. **ENTIRE AGREEMENT.** The foregoing constitutes the full and complete Agreement between the parties, and all other oral or written agreements in relation to the subject matter of this Agreement are hereby rescinded.

37. **BINDING EFFECT. THIS AGREEMENT SHALL BECOME THE LEGAL AND BINDING OBLIGATION OF THE LESSOR AND LESSEE ONLY UPON EXECUTION OF THIS AGREEMENT BY AUTHORIZED REPRESENTATIVES OF EACH PARTY, AT THEIR PRINCIPAL PLACES OF BUSINESS. NO OTHER CONTRACT AND NO AGREEMENT, CONSIDERATION OR STIPULATION MODIFYING OR CHANGING THE TENOR HEREOF SHALL BE RECOGNIZED AS BINDING UNLESS APPROVED IN LIKE MANNER.**
IN WITNESS HEREOF, the parties hereto have duly executed this Agreement on the date set forth below.

38. **WAIVER OF JURY TRIAL/VENUE**

(A) EACH OF THE LESSOR AND THE LESSEE HEREBY WAIVE TRIAL BY JURY IN ANY ACTION OR PROCEEDING TO WHICH THE LESSOR AND THE LESSEE MAY BE PARTIES, ARISING OUT OF OR IN ANY WAY PERTAINING TO THIS AGREEMENT OR THE PROPERTY. IT IS AGREED AND UNDERSTOOD THAT THIS WAIVER CONSTITUTES A WAIVER OF TRIAL BY JURY OF ALL CLAIMS AGAINST ALL PARTIES TO SUCH ACTIONS OR PROCEEDINGS, INCLUDING CLAIMS AGAINST

PARTIES WHO ARE NOT PARTIES TO THIS AGREEMENT. THIS WAIVER IS KNOWINGLY, WILLINGLY AND VOLUNTARILY MADE BY THE LESSOR AND THE LESSEE, AND THE LESSOR AND THE LESSEE HEREBY REPRESENT THAT NO REPRESENTATIONS OF FACT OR OPINION HAVE BEEN MADE BY ANY INDIVIDUAL TO INDUCE THIS WAIVER OF TRIAL BY JURY OR TO IN ANY WAY MODIFY OR NULLIFY ITS EFFECT. THE LESSOR AND THE LESSEE FURTHER REPRESENT THAT THEY HAVE BEEN REPRESENTED IN THE SIGNING OF THIS AGREEMENT AND IN THE MAKING OF THIS WAIVER BY INDEPENDENT LEGAL COUNSEL, SELECTED OF THEIR OWN FREE WILL, AND THAT THEY HAVE HAD THE OPPORTUNITY TO DISCUSS THIS WAIVER WITH COUNSEL. THIS PROVISION IS A MATERIAL INDUCEMENT TO LESSOR TO LEASE THE PROPERTY DESCRIBED HEREIN.

(B) THE LESSOR AND THE LESSEE HEREBY IRREVOCABLY CONSENT TO THE EXCLUSIVE JURISDICTION OF THE COURT OF THE FIRST JUDICIAL CIRCUIT, WILLIAMSON COUNTY, ILLINOIS AND AGREE THAT ANY ACTION OR PROCEEDING ARISING OUT OF OR BROUGHT TO ENFORCE THE PROVISIONS OF THIS AGREEMENT SHALL BE BROUGHT IN SUCH COURT.

LESSOR: JMO Modular, LLC

SIGNATURE: _____ **PRINT NAME** Mark Atkins

TITLE: Director of Operations **DATE** _____

LESSEE: McLean County Unit District No. 5

SIGNATURE: _____ **PRINT NAME** _____

TITLE: _____ **DATE** _____

Schedule A

**to Lease Agreement dated March ____, 2024,
by and between JMO Modular, LLC, "Lessor and
McLean County Unit District No. 5, "Lessee"**

The Property consists of the following units:

**JMO STOCK # 651
24X68 DOUBLE CLASSROOM BUILDING
Contempri S/N 1226**

Pursuant to Section 2, 5 and 17 of the Agreement, the Lessee agrees to be responsible for the following charges:

Delivery of building	Included
Installation	Included
De-Install and Return	Included

Delivery and set up includes delivered to accessible site, blocked, leveled, and anchored to code on concrete with vinyl skirting installed.

Lease rate per year for 4 year with annual payments due upfront.
Initial payment due on completion or occupancy of \$32,100.00 per year.

Completion or occupancy precludes any final utility connections such as plumbing and electrical provided by school district.

Pursuant to Section 14 of the Agreement, insurable value for property damage coverage:
\$ 175,000

Lessee will insure the Property and have JMO Modular, LLC as co-insured.

Initials:

Lessee _____

Lessor _____

Schedule B

**to Lease Agreement dated March _____ 2024,
by and between JMO Modular, LLC, "Lessor" and
McLean County Unit District No. 5, "Lessee"**

1. Items of Property. The Lessee hereby certifies that the Property, as outlined in Schedule A, has been delivered to the location indicated below, inspected by the Lessee, found to be in good order and accepted pursuant to the terms and conditions of the Agreement as of the date indicated below:

2. Location of Property:

Parkside Elementary School
1900 W. College Ave.
Normal, IL 61761

3. Acceptance and Commencement Date:

4. The term of the Agreement will start on the Commencement Date indicated above.

AGREED AND ACKNOWLEDGED:

By: _____

Name: _____

Title: _____

Date: _____



March 20, 2024

To: Board of Education

From: Joe Adelman, Executive Director of Operations

CC: Dr. Kristen Weikle, Superintendent
Martin Hickman, CFO

Re: Cedar Ridge Elementary Portable Classrooms

Administration recommends the approval of a four year lease with JMO Modular, LLC for four portable classrooms (two portable units) at Cedar Ridge Elementary.

Lease levy funds will be used for the payments.

LEASE AGREEMENT

This lease agreement (herein the "Agreement"), made and entered into as of the _____ day of March, 2024, by and between JMO MODULAR, LLC (herein "Lessor"), and McLean County Unit District No. 5, Illinois, (Lessee".)

WITNESSETH:

Lessor hereby leases and rents to Lessee and Lessee hereby leases and rents from Lessor, upon the following terms and conditions, the personal property (herein the "Property") described in annexed Schedule A.

1. **TERM.** The term of the Agreement shall be Four (4) school years to begin with the 2024 – 2025 school year on the date the property is delivered and accepted (herein the "Commencement Date") by the Lessee and to end 10 days after the last day of regular classes in 2028 or on June 30, 2028, whichever is earlier. Lessee will provide Lessor a certificate of acceptance, in a form similar to Schedule B, attached hereto, outlining such Commencement Date.
2. **RENTAL.** The yearly rental rate and associated lease payments is agreed to be **Forty-Four THOUSAND SIX HUNDRED DOLLARS (\$44,600.00)**, herein referred to as the "Rent", which sum plus an amount equal to the sum of all applicable taxes, fees and assessments, will be due in advance starting on the Commencement Date and will continue to be due for the remainder of the term on the same day for each successive calendar year thereafter. This rate represents \$26,150.00 per year for the lease of a NEWLY CONSTRUCTED classroom building, \$13,700.00 per year for amortization over the term of the lease of the logistical costs related to the building transport, delivery, setup, de-install and return transport, \$4,750.00 per year for lease of and logistical costs of a new ADA Compliant Ramp/Steps system. Lessor will invoice Lessee for yearly rental installment.
3. **NET LEASE.** This Agreement is a net lease and Lessee's obligations to pay all Rent due under the Agreement and the rights of the Lessor or its assignee in, and to, such Rent shall be absolute and unconditional under all circumstances, notwithstanding: (i) any setoff, abatement, reduction, counterclaim, recoupment, defense or other right which Lessee may have against Lessor, its assignees, the manufacturer or seller of the Property, or any other person for any reason whatsoever; (ii) any defect in condition, operation, fitness for use, or any damage to, or destruction of the Property, (iii) any interruption or cessation of use or possession of the Property; or (iv) any insolvency, bankruptcy reorganization or similar proceedings instituted by or against Lessee.
4. **SECURITY DEPOSIT.** Lessee shall pay the sum of \$0.00 herein the "Security Deposit"), to be held by Lessor without liability to Lessee for interest, as security for Lessee's faithful performance of the terms and conditions of this Agreement, as well as to indemnify Lessor, to the extent thereof, for any damages, cost, expenses or attorney fees which Lessor may incur by reason of Lessee's default hereunder. In the event of Lessee's default, Lessor may apply the Security Deposit in payment of its cost, expenses and attorney fees in enforcing the terms of this Agreement and to indemnify Lessor against any damages sustained by Lessor, provided however, nothing herein contained shall be construed to mean that the recovery of damages by Lessor shall be limited to the amount of the Security Deposit. In the event all or any portion of the Security Deposit is applied as aforesaid, Lessee shall deposit additional amounts with Lessor so that the Security Deposit shall always be maintained at its original amount. Provided Lessee is not in default hereunder, upon the termination of this Agreement, and the return of the Property to Lessor in the condition required by Section 17 hereof, any unexpended balance of the Security Deposit shall be returned to the Lessee.
5. **SET-UP AND DELIVERY.** Upon Lessor's receipt of this executed Agreement, Lessor will prepare the Property for the Lessee based on agreed upon specifications and drawings. Lessor will arrange for delivery and installation of the Property. Delivery and installation includes building being delivered to accessible site, blocked, leveled, and anchored to code on concrete with vinyl skirting installed.

Stock # TBD 1

251 Cedar Ridge Elementary School, Bloomington, IL

6. **TIME LIMITATIONS.** Lessee hereby agrees that Lessor's charges and rental rates provided herein will be subject to revision by Lessor in the event Lessee requests alterations in the design or specifications of the Property after the execution of this Agreement.
7. **LOCATION OF PROPERTY.** Lessee shall use the Property in the operation of its school at the location specified on Schedule B and the Property shall not be removed from such location without Lessor's prior written consent. Provided approval to relocate the Property is given, Lessee shall bear all costs associated with such relocation. If the Property shall be located on a site not owned by Lessee, Lessee shall obtain for the benefit of Lessor, a Landlord's waiver in a form acceptable to Lessor. Lessee shall provide Lessor with the following information: (i) the name and address of the owner of record of the premises; (ii) the legal description of the Premises.
8. **LESSEE'S INTEREST.** The Property shall at all times remain the sole and exclusive property of Lessor, and Lessee shall have no right, title or interest therein, except for those rights expressly granted by this Agreement. Lessee agrees to execute and deliver to Lessor such document and instruments as are requested by Lessor in order to preserve and protect the Property and Lessor's interest therein.
9. **COMPLIANCE WITH REGULATIONS.** Lessee at its own cost and expense shall comply with and conform to all regulations, rules, ordinances, and requirements of any municipal, county, state or federal authority in all matters and things affecting the Property. In addition, at its own cost and expense, Lessee shall arrange for hookup to any utility connection required, purchase all permits required to situate the Property and obtain necessary zoning variances required by any municipal, county, state or federal authority. In the event compliance with the requirements of any governmental or quasi-governmental agency require Lessor to delay the installation of the building or to change its design of the building or any part thereof, Lessee's charges and rental rates may be adjusted to compensate Lessor for any change in Lessor's cost resulting there from.
10. **LESSEE'S INSPECTION.** Upon delivery of the Property, Lessee shall inspect the same within twenty-four (24) hours following delivery and provide Lessor written notice specifying defects in or other proper objections to the Property. If Lessee fails to provide such notice, within 24 hours following the date of delivery, it shall be conclusively presumed as between Lessor and Lessee that Lessee has inspected the Property and that the same is in good condition and repair and acceptable for lease hereunder.
11. **LESSOR'S INSPECTION.** Lessor, at all times during normal business hours, shall have the right to enter upon the premises where the Property is located for the purpose of inspection and observing its use.
12. **ALTERATIONS.** Lessee shall make no alterations, additions or improvements to the Property without the prior written consent of Lessor. All additions and improvements of whatsoever kind or nature shall become the property of Lessor. Lessor, at its option, may require Lessee, at Lessee's cost and expense to remove any additions and improvements made to the Property and restore the same to its original condition, subject only to normal wear from ordinary use.
13. **WAIVER AND INDEMNIFICATION.** Lessee hereby waives and releases all claims against Lessor for loss of or damage to all property, goods, wares and merchandise in, upon or about the Property, and for injuries to Lessee, Lessee's agents and third persons, irrespective of the cause of such loss, damage or injury. Lessee agrees to indemnify and hold harmless Lessor from and against any and all losses, liabilities, costs, expenses (including attorney fees), claims, actions, and demands arising out of the maintenance, possession or use of the Property by Lessee, its employees, agents or any person invited, suffered or permitted by Lessee to use or be in, on or about the Property.
14. **INSURANCE.** During the term of this Agreement or any extension thereof, Lessee shall maintain in force comprehensive general liability insurance written by a responsible insurance company or companies in an amount not less than One Million Dollars (\$1,000,000) combined single limit insuring Lessee and Lessor as a named insured against loss from injury or damage arising out of the ownership, possession, maintenance or use of the Property. It is Lessee's responsibility to furnish Lessor with current certificates evidencing the effectiveness of

such insurance. Such insurance policy or policies shall provide that any cancellation, modification or alteration shall not be effective as to Lessor unless Lessor shall have been provided written notice at least ten (10) days prior to the effective date of any such cancellation, modification or alteration.

15. **LOSS AND DAMAGE.** Until the Property is returned to Lessor, Lessee assumes all risk of loss or damage to the Property and agrees to indemnify and hold Lessor harmless from any loss resulting from theft, destruction or damage to the Property. Should any of the Property damaged be capable of repair, this Agreement shall not terminate, but at Lessee's cost and expense the Property shall be repaired and restored to its condition existing prior to such damage. In the event any of the Property is damaged beyond repair or is lost, stolen or wholly destroyed, this Agreement shall cease and terminate as to such Property as of the date of the event, accident or occurrence causing such loss or destruction, and Lessee shall pay Lessor within ten (10) days thereafter, an amount equal to the replacement value of the Property as of the date of the event, accident or occurrence causing the loss, damage or destruction of the Property. Lessee shall be entitled to the benefit of the proceeds from any insurance recovery received by Lessor, up to an amount equal to that paid to Lessor pursuant to this Section.

16. **NOTICE OF INJURY.** Within twenty-four (24) hours after its occurrence, Lessee shall give Lessor written notice, including complete details, of any injury to person or property, which injury in any way relates to the Property.

17. **MAINTENANCE AND RETURN.** Lessor, at its own cost and expense, shall maintain the Property and every part thereof in good operating order, repair, condition and appearance. Lessee is responsible for routine maintenance, cleaning and cosmetic appearances of all mechanical equipment (e.g., cleaning air conditioning coils and changing filters on a regular basis are considered maintenance). Lessee shall not affix any advertising, signs or other insignia to the exterior or interior of the Property without the prior written consent of Lessor. At the termination of this Agreement, or any renewal thereafter, the Lessor will be responsible for dismantling and delivering the Property to Lessor's nearest storage facility. The Lessee will be responsible for surrendering the Property in as good condition as upon original delivery to Lessee, reasonable wear and tear accepted. **Lessee responsible for charges for dismantle and return at end of term or upfront payment as defined in schedule A.**

18. **LIENS.** Lessee, at its own cost and expense, shall at all times keep the Property free of and from all liens, encumbrances, attachments, levies, claims, charges and assessments, and shall pay and discharge prior to delinquency, all fines, taxes and other charges levied, claims, charges and assessments against the Property, and Lessee shall be immediately liable to Lessor for the amount thereof and shall pay the same upon demand.

19. **LESSEE'S DEFAULT.** If Lessee shall fail to pay the Rent or any other sum due hereunder when due, or if Lessee fails to observe, keep or perform any other term, condition or provision of the Agreement, or if Lessee ceases doing business as a going concern, or if Lessee becomes insolvent or makes an assignment for the benefit of creditors, or if a petition is filed by or against Lessee under the bankruptcy Code or under any similar statute, including a petition for reorganization, arrangement or extension, or if Lessee applies for a consents to the appointment of a receiver, trustee, conservator or liquidator of Lessee, or if such receiver, trustee, conservator or liquidator is appointed without the application or consent of Lessee, or if a creditor of Lessee or any other person or entity attaches or levies execution against the Property, or if Lessee makes a bulk transfer of its furniture, fixtures, furnishings, or other equipment or inventory, Lessor shall have the right to exercise any one or more of the following remedies.

- a) To declare all unpaid Rent and other charges immediately due and payable and to recover the balance of the Rent and other charges reserved hereunder, with Lessor retaining title to the Property.
- b) To sue for all Rent and other charges due hereunder as same shall accrue;

- c) With or without notice, demand or legal process, to retake possession of the Property hereunder (Lessee hereby authorizes and empowers Lessor to enter upon the premises wherever the Property may be found) and (i) retain the Property and all Rent and other charges paid hereunder and recover from the Lessee the amount of the unpaid Rent and other charges hereunder for the balance of the stated term; (ii) release the Property and recover from the Lessee the amount by which the balance of Rent and other charges reserved hereunder for the balance of the stated term exceeds the net amount received by Lessor from such re-leasing for the same period; or (iii) sell the Property and recover from the Lessee the amount by which the balance of Rent and other charges reserved hereunder for the balance of the stated term and residual value of the Property exceeds the net amount received by Lessor from such sales. As used in this sub-division, the residual value shall be deemed to be the estimated value of the Property at the end of the stated term of this Agreement. Lessor may specifically enforce this provision, which is a material inducement to Lessor in entering the Agreement;
- d) With or without notice, demand or legal process, to enter upon the premises wherever the Property may be found and rendered the same unusable;
- e) To recover the property from Lessee. Lessee recognizes that any holding over by Lessee after the time it is required to surrender the Property may cause Lessor to lose or prevent Lessor from obtaining substantial business opportunities, the value of which Lessor cannot presently ascertain. In order to limit Lessee's liability to Lessor therefore, Lessor and Lessee agree that Lessee shall pay Lessor as liquidated damages the sum of one-three hundred sixty-fifth (1/365th) of the annual rental described in Section 2 of this Agreement plus the sum of Fifty Dollars (\$50.00) for each day of holding over by Lessee;
- f) To terminate this Agreement and require Lessee to pay Lessor within twenty-four (24) hours after written demand, a sum of money equal to the amount, if any, by which the then cash value of the Rent reserved under this Agreement for the balance of the term exceeds the then cash reasonable rental value of the Property (including applicable taxes) for the balance of the lease term;
- g) To terminate this Agreement; and/or
- h) To pursue any other remedy at law or in equity.

Notwithstanding any repossession or any other action taken by Lessor, Lessee shall be and remain liable for the full performance of all obligations required of Lessee under this Agreement. All remedies of Lessor are cumulative and may be exercised concurrently or separately. Lessor may exercise any or all of the foregoing remedies as to all or any part of the Property.

Lessor shall not be deemed to have terminated this Agreement, or the liability of Lessee to pay the Rent thereafter accruing, or waived Lessee's liability for damage, by instituting any proceeding for claim and delivery, by re-leasing the Property or otherwise. Nothing herein contained shall be construed as obligating Lessor to lease the Property. In the event Lessor retakes possession of the Property and re-leasing same, Lessee shall have no right or authority to collect Rent from a new lessee occupying the Property.

20. **BANKRUPTCY.** Neither this Agreement nor any interest therein is assignable or transferable by operation of law.

21. **LIMITATION OF LIABILITY.** Under no circumstances shall Lessor be liable to Lessee for any special, incidental or consequential damages resulting from the lease of the Property, including, but not limited to, loss of business or profits.

22. **LESSOR'S EXPENSES.** Lessee shall pay Lessor all costs and expenses, including attorney fees, incurred by Lessor in exercising any of its rights or remedies hereunder or enforcing any of the terms, conditions or provisions hereof.
23. **LESSEE'S ASSIGNMENT.** Lessee shall not assign, transfer, pledge or hypothecate this Agreement, the Property or any part thereof or any interest therein, or sublet or rent the Property or any part thereof, or permit the Property or any part thereof to be used by anyone other than Lessee or Lessee's employees without the prior written consent of Lessor. Consent to any of the foregoing prohibited acts applies only in the given instance and is not consent to any subsequent like act by Lessee or any other person. Subject to the foregoing, this Agreement shall inure to the benefit of, and is binding upon, the successors and assigns of the parties hereto, and any such assignment, transfer, pledge or hypothecation of the Agreement, the Property or any part thereof or any interest therein, without the prior written consent of Lessor shall be void.
24. **LESSOR'S ASSIGNMENT.** Lessor may assign this Agreement and its assignee may assign same. All rights of Lessor hereunder shall be succeeded to by any assignee hereof and said assignee's title to this Agreement, to the Rent and other charges herein provided for to be paid, and in and to the Property shall be free from all defenses, setoffs or counterclaims of any kind or character which Lessee may be entitled to assert against Lessor; it being understood and agreed that any assignee of Lessor assumes the obligations of Lessor.
25. **PERSONAL PROPERTY.** This Property is, and shall at all times be and remain, personal property notwithstanding the fact that the Property of any part thereof may now be, or hereafter become, in any manner affixed, attached to, embedded in, or permanently resting upon, real property or any building thereon, or attached in any manner to a permanent structure by means of cement, plaster, nails, bolts, screws or otherwise. In the event for all purposes of taxation the Property is treated by any governmental agency as real property, the Lessee shall be solely responsible for payment of all taxes assessed against the Property as real property. Any costs incurred to register or license the Property or any part thereof pursuant to the laws of any state affecting the licensing and registration of motor vehicles or trailers, shall be paid by Lessee.
26. **LATE CHARGE.** Should Lessee fail to pay any part of the Rent herein reserved or any other sum required by Lessee to be paid to or for the benefit of Lessor within ten (10) days after the due date, Lessee shall pay to Lessor interest on such delinquent payment, computed from the date first due until paid, at the highest legal rate permitted by the laws of the State of Illinois.
27. **NON WAIVER.** No covenant or condition of this Agreement can be waived except by the written consent of Lessor. Forbearance or indulgence by Lessor in any regard whatsoever shall not constitute a waiver of the covenant or condition to be performed by Lessee to which the same may apply, and, until complete performance by Lessee of said covenant or condition, Lessor shall be entitled to pursue any remedy available under this Agreement, by law or in equity, despite Lessor's forbearance or indulgence.
28. **HOLDING OVER, EXTENSION OR SALE.** Should Lessee desire to purchase the Property or extend this Agreement beyond the term provided in Section 1 hereof, Lessee shall provide Lessor written notice ninety (90) days prior to the end of the term of this Agreement. Providing there have been no events of default, the sale price or the yearly rental rate beyond the term provided in Section 1 shall be set at fair market value, unless otherwise specified in Schedule B. Such purchase or extension of this Agreement shall be documented in a mutually acceptable format.
29. **TERMINATION.** This Agreement may be terminated by either party, effective as of the expiration of the term provided in Section 1, if three (3) months prior written notice is given. A charge of \$250.00 per day will be charged if the buildings are not ready for removal 10 days after the last day of regular classes in 2028 or June 30, 2028 whichever is earlier. If this Agreement is not so terminated it shall continue in full force and effect for successive years, at the yearly Rent, until three (3) months written termination notice is given by either party.

30. NOTICES. Any notice or communication given or required to be given hereunder shall be deemed sufficiently given if delivered personally or mailed by registered or certified mail, postage prepaid, to Lessor at the following address:

**JMO Modular, LLC
12882 Route 37 North
P O Box 547
Marion, IL 62959**

and to Lessee at the following address:

**McLean County Unit District No. 5
1809 W. Hovey Ave.
Normal, IL 61761-4339**

or to such other address or addresses as may hereafter be furnished in writing by either party to the other, and shall be deemed to have been given as of the date personally delivered or deposited in the United States Mail.

31. JOINT AND SEVERAL LIABILITY. If more than one Lessee is named in this Agreement, the liability of each shall be joint and several.

32. ORIGINAL AGREEMENT. There shall be one original of this agreement executed by all the parties and marked "Original" on the first page thereof. Any duplicate original of this Agreement shall be marked "Duplicate Original" on the first page thereof.

33. CHOICE OF LAW. This agreement and its performance shall be governed exclusively by the laws of the State of Illinois.

34. WARRANTIES. LESSEE ACKNOWLEDGES AND AGREES THAT LESSOR HAS MADE NO WARRANTIES OR REPRESENTATIONS, EITHER EXPRESS OR IMPLIED, RELATING TO ANY OF THE MATTERS CONTAINED IN THIS AGREEMENT, INCLUDING, WITHOUT LIMITATION, THE CONDITION OF THE PROPERTY, ITS MERCHANTABILITY OR ITS FITNESS FOR ANY PARTICULAR PURPOSE.

35. TITLES. The titles of the Sections of this Agreement are solely for the convenience of the parties, and are not to be used as an aid in the interpretation of the terms and conditions thereof.

36. ENTIRE AGREEMENT. The foregoing constitutes the full and complete Agreement between the parties, and all other oral or written agreements in relation to the subject matter of this Agreement are hereby rescinded.

37. BINDING EFFECT. THIS AGREEMENT SHALL BECOME THE LEGAL AND BINDING OBLIGATION OF THE LESSOR AND LESSEE ONLY UPON EXECUTION OF THIS AGREEMENT BY AUTHORIZED REPRESENTATIVES OF EACH PARTY, AT THEIR PRINCIPAL PLACES OF BUSINESS. NO OTHER CONTRACT AND NO AGREEMENT, CONSIDERATION OR STIPULATION MODIFYING OR CHANGING THE TENOR HEREOF SHALL BE RECOGNIZED AS BINDING UNLESS APPROVED IN LIKE MANNER. IN WITNESS HEREOF, the parties hereto have duly executed this Agreement on the date set forth below.

38. WAIVER OF JURY TRIAL/VENUE

(A) EACH OF THE LESSOR AND THE LESSEE HEREBY WAIVE TRIAL BY JURY IN ANY ACTION OR PROCEEDING TO WHICH THE LESSOR AND THE LESSEE MAY BE PARTIES, ARISING OUT OF OR IN ANY WAY PERTAINING TO THIS AGREEMENT OR THE PROPERTY. IT IS AGREED AND UNDERSTOOD THAT THIS WAIVER CONSTITUTES A WAIVER OF TRIAL BY JURY OF ALL CLAIMS AGAINST ALL PARTIES TO SUCH ACTIONS OR PROCEEDINGS, INCLUDING CLAIMS AGAINST

PARTIES WHO ARE NOT PARTIES TO THIS AGREEMENT. THIS WAIVER IS KNOWINGLY, WILLINGLY AND VOLUNTARILY MADE BY THE LESSOR AND THE LESSEE, AND THE LESSOR AND THE LESSEE HEREBY REPRESENT THAT NO REPRESENTATIONS OF FACT OR OPINION HAVE BEEN MADE BY ANY INDIVIDUAL TO INDUCE THIS WAIVER OF TRIAL BY JURY OR TO IN ANY WAY MODIFY OR NULLIFY ITS EFFECT. THE LESSOR AND THE LESSEE FURTHER REPRESENT THAT THEY HAVE BEEN REPRESENTED IN THE SIGNING OF THIS AGREEMENT AND IN THE MAKING OF THIS WAIVER BY INDEPENDENT LEGAL COUNSEL, SELECTED OF THEIR OWN FREE WILL, AND THAT THEY HAVE HAD THE OPPORTUNITY TO DISCUSS THIS WAIVER WITH COUNSEL. THIS PROVISION IS A MATERIAL INDUCEMENT TO LESSOR TO LEASE THE PROPERTY DESCRIBED HEREIN.

(B) THE LESSOR AND THE LESSEE HEREBY IRREVOCABLY CONSENT TO THE EXCLUSIVE JURISDICTION OF THE COURT OF THE FIRST JUDICIAL CIRCUIT, WILLIAMSON COUNTY, ILLINOIS AND AGREE THAT ANY ACTION OR PROCEEDING ARISING OUT OF OR BROUGHT TO ENFORCE THE PROVISIONS OF THIS AGREEMENT SHALL BE BROUGHT IN SUCH COURT.

LESSOR: JMO Modular, LLC

SIGNATURE: _____ **PRINT NAME** Mark Atkins

TITLE: Director of Operations **DATE** _____

LESSEE: McLean County Unit District No. 5

SIGNATURE: _____ **PRINT NAME** _____

TITLE: _____ **DATE** _____

Schedule A

**to Lease Agreement dated March __, 2024,
by and between JMO Modular, LLC, "Lessor and
McLean County Unit District No. 5, "Lessee"**

The Property consists of the following units:

**JMO STOCK # TBD 1
24X68 DOUBLE CLASSROOM BUILDING
Make/SN TBD**

Pursuant to Section 2, 5 and 17 of the Agreement, the Lessee agrees to be responsible for the following charges:

Delivery of building	Included
Installation	Included
De-Install and Return	Included

Delivery and set up includes delivered to accessible site, blocked, leveled, and anchored to code on concrete with vinyl skirting installed.

Lease rate per year for 4 year with annual payments due upfront.
Initial payment due on completion or occupancy of \$44,600.00 per year.

Completion or occupancy precludes any final utility connections such as plumbing and electrical provided by school district.

Pursuant to Section 14 of the Agreement, insurable value for property damage coverage:
\$ 175,000

Lessee will insure the Property and have JMO Modular, LLC as co-insured.

Initials:

Lessee _____

Lessor _____

Schedule B

**to Lease Agreement dated March _____ 2024,
by and between JMO Modular, LLC, "Lessor" and
McLean County Unit District No. 5, "Lessee"**

1. Items of Property. The Lessee hereby certifies that the Property, as outlined in Schedule A, has been delivered to the location indicated below, inspected by the Lessee, found to be in good order and accepted pursuant to the terms and conditions of the Agreement as of the date indicated below:

2. Location of Property:

Cedar Ridge Elementary School
2808 Breezewood Blvd.
Bloomington, IL 61704

3. Acceptance and Commencement Date:

4. The term of the Agreement will start on the Commencement Date indicated above.

AGREED AND ACKNOWLEDGED:

By: _____

Name: _____

Title: _____

Date: _____

LEASE AGREEMENT

This lease agreement (herein the "Agreement"), made and entered into as of the _____ day of March, 2024, by and between JMO MODULAR, LLC (herein "Lessor"), and McLean County Unit District No. 5, Illinois, (Lessee".)

WITNESSETH:

Lessor hereby leases and rents to Lessee and Lessee hereby leases and rents from Lessor, upon the following terms and conditions, the personal property (herein the "Property") described in annexed Schedule A.

- 1. TERM.** The term of the Agreement shall be Four (4) school years to begin with the 2024 – 2025 school year on the date the property is delivered and accepted (herein the "Commencement Date") by the Lessee and to end 10 days after the last day of regular classes in 2028 or on June 30, 2028, whichever is earlier. Lessee will provide Lessor a certificate of acceptance, in a form similar to Schedule B, attached hereto, outlining such Commencement Date.
- 2. RENTAL.** The yearly rental rate and associated lease payments is agreed to be **Forty-Four THOUSAND SIX HUNDRED DOLLARS (\$44,600.00)**, herein referred to as the "Rent", which sum plus an amount equal to the sum of all applicable taxes, fees and assessments, will be due in advance starting on the Commencement Date and will continue to be due for the remainder of the term on the same day for each successive calendar year thereafter. This rate represents \$26,150.00 per year for the lease of a NEWLY CONSTRUCTED classroom building, \$13,700.00 per year for amortization over the term of the lease of the logistical costs related to the building transport, delivery, setup, de-install and return transport, \$4,750.00 per year for lease of and logistical costs of a new ADA Compliant Ramp/Steps system. Lessor will invoice Lessee for yearly rental installment.
- 3. NET LEASE.** This Agreement is a net lease and Lessee's obligations to pay all Rent due under the Agreement and the rights of the Lessor or its assignee in, and to, such Rent shall be absolute and unconditional under all circumstances, notwithstanding: (i) any setoff, abatement, reduction, counterclaim, recoupment, defense or other right which Lessee may have against Lessor, its assignees, the manufacturer or seller of the Property, or any other person for any reason whatsoever; (ii) any defect in condition, operation, fitness for use, or any damage to, or destruction of the Property, (iii) any interruption or cessation of use or possession of the Property; or (iv) any insolvency, bankruptcy reorganization or similar proceedings instituted by or against Lessee.
- 4. SECURITY DEPOSIT.** Lessee shall pay the sum of \$0.00 herein the "Security Deposit"), to be held by Lessor without liability to Lessee for interest, as security for Lessee's faithful performance of the terms and conditions of this Agreement, as well as to indemnify Lessor, to the extent thereof, for any damages, cost, expenses or attorney fees which Lessor may incur by reason of Lessee's default hereunder. In the event of Lessee's default, Lessor may apply the Security Deposit in payment of its cost, expenses and attorney fees in enforcing the terms of this Agreement and to indemnify Lessor against any damages sustained by Lessor, provided however, nothing herein contained shall be construed to mean that the recovery of damages by Lessor shall be limited to the amount of the Security Deposit. In the event all or any portion of the Security Deposit is applied as aforesaid, Lessee shall deposit additional amounts with Lessor so that the Security Deposit shall always be maintained at its original amount. Provided Lessee is not in default hereunder, upon the termination of this Agreement, and the return of the Property to Lessor in the condition required by Section 17 hereof, any unexpended balance of the Security Deposit shall be returned to the Lessee.
- 5. SET-UP AND DELIVERY.** Upon Lessor's receipt of this executed Agreement, Lessor will prepare the Property for the Lessee based on agreed upon specifications and drawings. Lessor will arrange for delivery and installation of the Property. Delivery and installation includes building being delivered to accessible site, blocked, leveled, and anchored to code on concrete with vinyl skirting installed.

6. **TIME LIMITATIONS.** Lessee hereby agrees that Lessor's charges and rental rates provided herein will be subject to revision by Lessor in the event Lessee requests alterations in the design or specifications of the Property after the execution of this Agreement.
7. **LOCATION OF PROPERTY.** Lessee shall use the Property in the operation of its school at the location specified on Schedule B and the Property shall not be removed from such location without Lessor's prior written consent. Provided approval to relocate the Property is given, Lessee shall bear all costs associated with such relocation. If the Property shall be located on a site not owned by Lessee, Lessee shall obtain for the benefit of Lessor, a Landlord's waiver in a form acceptable to Lessor. Lessee shall provide Lessor with the following information: (i) the name and address of the owner of record of the premises; (ii) the legal description of the Premises.
8. **LESSEE'S INTEREST.** The Property shall at all times remain the sole and exclusive property of Lessor, and Lessee shall have no right, title or interest therein, except for those rights expressly granted by this Agreement. Lessee agrees to execute and deliver to Lessor such document and instruments as are requested by Lessor in order to preserve and protect the Property and Lessor's interest therein.
9. **COMPLIANCE WITH REGULATIONS.** Lessee at its own cost and expense shall comply with and conform to all regulations, rules, ordinances, and requirements of any municipal, county, state or federal authority in all matters and things affecting the Property. In addition, at its own cost and expense, Lessee shall arrange for hookup to any utility connection required, purchase all permits required to situate the Property and obtain necessary zoning variances required by any municipal, county, state or federal authority. In the event compliance with the requirements of any governmental or quasi-governmental agency require Lessor to delay the installation of the building or to change its design of the building or any part thereof, Lessee's charges and rental rates may be adjusted to compensate Lessor for any change in Lessor's cost resulting there from.
10. **LESSEE'S INSPECTION.** Upon delivery of the Property, Lessee shall inspect the same within twenty-four (24) hours following delivery and provide Lessor written notice specifying defects in or other proper objections to the Property. If Lessee fails to provide such notice, within 24 hours following the date of delivery, it shall be conclusively presumed as between Lessor and Lessee that Lessee has inspected the Property and that the same is in good condition and repair and acceptable for lease hereunder.
11. **LESSOR'S INSPECTION.** Lessor, at all times during normal business hours, shall have the right to enter upon the premises where the Property is located for the purpose of inspection and observing its use.
12. **ALTERATIONS.** Lessee shall make no alterations, additions or improvements to the Property without the prior written consent of Lessor. All additions and improvements of whatsoever kind or nature shall become the property of Lessor. Lessor, at its option, may require Lessee, at Lessee's cost and expense to remove any additions and improvements made to the Property and restore the same to its original condition, subject only to normal wear from ordinary use.
13. **WAIVER AND INDEMNIFICATION.** Lessee hereby waives and releases all claims against Lessor for loss of or damage to all property, goods, wares and merchandise in, upon or about the Property, and for injuries to Lessee, Lessee's agents and third persons, irrespective of the cause of such loss, damage or injury. Lessee agrees to indemnify and hold harmless Lessor from and against any and all losses, liabilities, costs, expenses (including attorney fees), claims, actions, and demands arising out of the maintenance, possession or use of the Property by Lessee, its employees, agents or any person invited, suffered or permitted by Lessee to use or be in, on or about the Property.
14. **INSURANCE.** During the term of this Agreement or any extension thereof, Lessee shall maintain in force comprehensive general liability insurance written by a responsible insurance company or companies in an amount not less than One Million Dollars (\$1,000,000) combined single limit insuring Lessee and Lessor as a named insured against loss from injury or damage arising out of the ownership, possession, maintenance or use of the Property. It is Lessee's responsibility to furnish Lessor with current certificates evidencing the effectiveness of

such insurance. Such insurance policy or policies shall provide that any cancellation, modification or alteration shall not be effective as to Lessor unless Lessor shall have been provided written notice at least ten (10) days prior to the effective date of any such cancellation, modification or alteration.

15. **LOSS AND DAMAGE.** Until the Property is returned to Lessor, Lessee assumes all risk of loss or damage to the Property and agrees to indemnify and hold Lessor harmless from any loss resulting from theft, destruction or damage to the Property. Should any of the Property damaged be capable of repair, this Agreement shall not terminate, but at Lessee's cost and expense the Property shall be repaired and restored to its condition existing prior to such damage. In the event any of the Property is damaged beyond repair or is lost, stolen or wholly destroyed, this Agreement shall cease and terminate as to such Property as of the date of the event, accident or occurrence causing such loss or destruction, and Lessee shall pay Lessor within ten (10) days thereafter, an amount equal to the replacement value of the Property as of the date of the event, accident or occurrence causing the loss, damage or destruction of the Property. Lessee shall be entitled to the benefit of the proceeds from any insurance recovery received by Lessor, up to an amount equal to that paid to Lessor pursuant to this Section.

16. **NOTICE OF INJURY.** Within twenty-four (24) hours after its occurrence, Lessee shall give Lessor written notice, including complete details, of any injury to person or property, which injury in any way relates to the Property.

17. **MAINTENANCE AND RETURN.** Lessor, at its own cost and expense, shall maintain the Property and every part thereof in good operating order, repair, condition and appearance. Lessee is responsible for routine maintenance, cleaning and cosmetic appearances of all mechanical equipment (e.g., cleaning air conditioning coils and changing filters on a regular basis are considered maintenance). Lessee shall not affix any advertising, signs or other insignia to the exterior or interior of the Property without the prior written consent of Lessor. At the termination of this Agreement, or any renewal thereafter, the Lessor will be responsible for dismantling and delivering the Property to Lessor's nearest storage facility. The Lessee will be responsible for surrendering the Property in as good condition as upon original delivery to Lessee, reasonable wear and tear accepted. **Lessee responsible for charges for dismantle and return at end of term or upfront payment as defined in schedule A.**

18. **LIENS.** Lessee, at its own cost and expense, shall at all times keep the Property free of and from all liens, encumbrances, attachments, levies, claims, charges and assessments, and shall pay and discharge prior to delinquency, all fines, taxes and other charges levied, claims, charges and assessments against the Property, and Lessee shall be immediately liable to Lessor for the amount thereof and shall pay the same upon demand.

19. **LESSEE'S DEFAULT.** If Lessee shall fail to pay the Rent or any other sum due hereunder when due, or if Lessee fails to observe, keep or perform any other term, condition or provision of the Agreement, or if Lessee ceases doing business as a going concern, or if Lessee becomes insolvent or makes an assignment for the benefit of creditors, or if a petition is filed by or against Lessee under the bankruptcy Code or under any similar statute, including a petition for reorganization, arrangement or extension, or if Lessee applies for a consents to the appointment of a receiver, trustee, conservator or liquidator of Lessee, or if such receiver, trustee, conservator or liquidator is appointed without the application or consent of Lessee, or if a creditor of Lessee or any other person or entity attaches or levies execution against the Property, or if Lessee makes a bulk transfer of its furniture, fixtures, furnishings, or other equipment or inventory, Lessor shall have the right to exercise any one or more of the following remedies.

- a) To declare all unpaid Rent and other charges immediately due and payable and to recover the balance of the Rent and other charges reserved hereunder, with Lessor retaining title to the Property.
- b) To sue for all Rent and other charges due hereunder as same shall accrue;

- c) With or without notice, demand or legal process, to retake possession of the Property hereunder (Lessee hereby authorizes and empowers Lessor to enter upon the premises wherever the Property may be found) and (i) retain the Property and all Rent and other charges paid hereunder and recover from the Lessee the amount of the unpaid Rent and other charges hereunder for the balance of the stated term; (ii) release the Property and recover from the Lessee the amount by which the balance of Rent and other charges reserved hereunder for the balance of the stated term exceeds the net amount received by Lessor from such re-leasing for the same period; or (iii) sell the Property and recover from the Lessee the amount by which the balance of Rent and other charges reserved hereunder for the balance of the stated term and residual value of the Property exceeds the net amount received by Lessor from such sales. As used in this sub-division, the residual value shall be deemed to be the estimated value of the Property at the end of the stated term of this Agreement. Lessor may specifically enforce this provision, which is a material inducement to Lessor in entering the Agreement;
- d) With or without notice, demand or legal process, to enter upon the premises wherever the Property may be found and rendered the same unusable;
- e) To recover the property from Lessee. Lessee recognizes that any holding over by Lessee after the time it is required to surrender the Property may cause Lessor to lose or prevent Lessor from obtaining substantial business opportunities, the value of which Lessor cannot presently ascertain. In order to limit Lessee's liability to Lessor therefore, Lessor and Lessee agree that Lessee shall pay Lessor as liquidated damages the sum of one-three hundred sixty-fifth (1/365th) of the annual rental described in Section 2 of this Agreement plus the sum of Fifty Dollars (\$50.00) for each day of holding over by Lessee;
- f) To terminate this Agreement and require Lessee to pay Lessor within twenty-four (24) hours after written demand, a sum of money equal to the amount, if any, by which the then cash value of the Rent reserved under this Agreement for the balance of the term exceeds the then cash reasonable rental value of the Property (including applicable taxes) for the balance of the lease term;
- g) To terminate this Agreement; and/or
- h) To pursue any other remedy at law or in equity.

Notwithstanding any repossession or any other action taken by Lessor, Lessee shall be and remain liable for the full performance of all obligations required of Lessee under this Agreement. All remedies of Lessor are cumulative and may be exercised concurrently or separately. Lessor may exercise any or all of the foregoing remedies as to all or any part of the Property.

Lessor shall not be deemed to have terminated this Agreement, or the liability of Lessee to pay the Rent thereafter accruing, or waived Lessee's liability for damage, by instituting any proceeding for claim and delivery, by re-leasing the Property or otherwise. Nothing herein contained shall be construed as obligating Lessor to lease the Property. In the event Lessor retakes possession of the Property and re-leasing same, Lessee shall have no right or authority to collect Rent from a new lessee occupying the Property.

20. **BANKRUPTCY.** Neither this Agreement nor any interest therein is assignable or transferable by operation of law.

21. **LIMITATION OF LIABILITY.** Under no circumstances shall Lessor be liable to Lessee for any special, incidental or consequential damages resulting from the lease of the Property, including, but not limited to, loss of business or profits.

22. **LESSOR'S EXPENSES.** Lessee shall pay Lessor all costs and expenses, including attorney fees, incurred by Lessor in exercising any of its rights or remedies hereunder or enforcing any of the terms, conditions or provisions hereof.
23. **LESSEE'S ASSIGNMENT.** Lessee shall not assign, transfer, pledge or hypothecate this Agreement, the Property or any part thereof or any interest therein, or sublet or rent the Property or any part thereof, or permit the Property or any part thereof to be used by anyone other than Lessee or Lessee's employees without the prior written consent of Lessor. Consent to any of the foregoing prohibited acts applies only in the given instance and is not consent to any subsequent like act by Lessee or any other person. Subject to the foregoing, this Agreement shall inure to the benefit of, and is binding upon, the successors and assigns of the parties hereto, and any such assignment, transfer, pledge or hypothecation of the Agreement, the Property or any part thereof or any interest therein, without the prior written consent of Lessor shall be void.
24. **LESSOR'S ASSIGNMENT.** Lessor may assign this Agreement and its assignee may assign same. All rights of Lessor hereunder shall be succeeded to by any assignee hereof and said assignee's title to this Agreement, to the Rent and other charges herein provided for to be paid, and in and to the Property shall be free from all defenses, setoffs or counterclaims of any kind or character which Lessee may be entitled to assert against Lessor; it being understood and agreed that any assignee of Lessor assumes the obligations of Lessor.
25. **PERSONAL PROPERTY.** This Property is, and shall at all times be and remain, personal property notwithstanding the fact that the Property of any part thereof may now be, or hereafter become, in any manner affixed, attached to, embedded in, or permanently resting upon, real property or any building thereon, or attached in any manner to a permanent structure by means of cement, plaster, nails, bolts, screws or otherwise. In the event for all purposes of taxation the Property is treated by any governmental agency as real property, the Lessee shall be solely responsible for payment of all taxes assessed against the Property as real property. Any costs incurred to register or license the Property or any part thereof pursuant to the laws of any state affecting the licensing and registration of motor vehicles or trailers, shall be paid by Lessee.
26. **LATE CHARGE.** Should Lessee fail to pay any part of the Rent herein reserved or any other sum required by Lessee to be paid to or for the benefit of Lessor within ten (10) days after the due date, Lessee shall pay to Lessor interest on such delinquent payment, computed from the date first due until paid, at the highest legal rate permitted by the laws of the State of Illinois.
27. **NON WAIVER.** No covenant or condition of this Agreement can be waived except by the written consent of Lessor. Forbearance or indulgence by Lessor in any regard whatsoever shall not constitute a waiver of the covenant or condition to be performed by Lessee to which the same may apply, and, until complete performance by Lessee of said covenant or condition, Lessor shall be entitled to pursue any remedy available under this Agreement, by law or in equity, despite Lessor's forbearance or indulgence.
28. **HOLDING OVER, EXTENSION OR SALE.** Should Lessee desire to purchase the Property or extend this Agreement beyond the term provided in Section 1 hereof, Lessee shall provide Lessor written notice ninety (90) days prior to the end of the term of this Agreement. Providing there have been no events of default, the sale price or the yearly rental rate beyond the term provided in Section 1 shall be set at fair market value, unless otherwise specified in Schedule B. Such purchase or extension of this Agreement shall be documented in a mutually acceptable format.
29. **TERMINATION.** This Agreement may be terminated by either party, effective as of the expiration of the term provided in Section 1, if three (3) months prior written notice is given. A charge of \$250.00 per day will be charged if the buildings are not ready for removal 10 days after the last day of regular classes in 2028 or June 30, 2028 whichever is earlier. If this Agreement is not so terminated it shall continue in full force and effect for successive years, at the yearly Rent, until three (3) months written termination notice is given by either party.

30. NOTICES. Any notice or communication given or required to be given hereunder shall be deemed sufficiently given if delivered personally or mailed by registered or certified mail, postage prepaid, to Lessor at the following address:

**JMO Modular, LLC
12882 Route 37 North
P O Box 547
Marion, IL 62959**

and to Lessee at the following address:

**McLean County Unit District No. 5
1809 W. Hovey Ave.
Normal, IL 61761-4339**

or to such other address or addresses as may hereafter be furnished in writing by either party to the other, and shall be deemed to have been given as of the date personally delivered or deposited in the United States Mail.

31. JOINT AND SEVERAL LIABILITY. If more than one Lessee is named in this Agreement, the liability of each shall be joint and several.

32. ORIGINAL AGREEMENT. There shall be one original of this agreement executed by all the parties and marked "Original" on the first page thereof. Any duplicate original of this Agreement shall be marked "Duplicate Original" on the first page thereof.

33. CHOICE OF LAW. This agreement and its performance shall be governed exclusively by the laws of the State of Illinois.

34. WARRANTIES. LESSEE ACKNOWLEDGES AND AGREES THAT LESSOR HAS MADE NO WARRANTIES OR REPRESENTATIONS, EITHER EXPRESS OR IMPLIED, RELATING TO ANY OF THE MATTERS CONTAINED IN THIS AGREEMENT, INCLUDING, WITHOUT LIMITATION, THE CONDITION OF THE PROPERTY, ITS MERCHANTABILITY OR ITS FITNESS FOR ANY PARTICULAR PURPOSE.

35. TITLES. The titles of the Sections of this Agreement are solely for the convenience of the parties, and are not to be used as an aid in the interpretation of the terms and conditions thereof.

36. ENTIRE AGREEMENT. The foregoing constitutes the full and complete Agreement between the parties, and all other oral or written agreements in relation to the subject matter of this Agreement are hereby rescinded.

37. BINDING EFFECT. THIS AGREEMENT SHALL BECOME THE LEGAL AND BINDING OBLIGATION OF THE LESSOR AND LESSEE ONLY UPON EXECUTION OF THIS AGREEMENT BY AUTHORIZED REPRESENTATIVES OF EACH PARTY, AT THEIR PRINCIPAL PLACES OF BUSINESS. NO OTHER CONTRACT AND NO AGREEMENT, CONSIDERATION OR STIPULATION MODIFYING OR CHANGING THE TENOR HEREOF SHALL BE RECOGNIZED AS BINDING UNLESS APPROVED IN LIKE MANNER. IN WITNESS HEREOF, the parties hereto have duly executed this Agreement on the date set forth below.

38. WAIVER OF JURY TRIAL/VENUE

(A) EACH OF THE LESSOR AND THE LESSEE HEREBY WAIVE TRIAL BY JURY IN ANY ACTION OR PROCEEDING TO WHICH THE LESSOR AND THE LESSEE MAY BE PARTIES, ARISING OUT OF OR IN ANY WAY PERTAINING TO THIS AGREEMENT OR THE PROPERTY. IT IS AGREED AND UNDERSTOOD THAT THIS WAIVER CONSTITUTES A WAIVER OF TRIAL BY JURY OF ALL CLAIMS AGAINST ALL PARTIES TO SUCH ACTIONS OR PROCEEDINGS, INCLUDING CLAIMS AGAINST

PARTIES WHO ARE NOT PARTIES TO THIS AGREEMENT. THIS WAIVER IS KNOWINGLY, WILLINGLY AND VOLUNTARILY MADE BY THE LESSOR AND THE LESSEE, AND THE LESSOR AND THE LESSEE HEREBY REPRESENT THAT NO REPRESENTATIONS OF FACT OR OPINION HAVE BEEN MADE BY ANY INDIVIDUAL TO INDUCE THIS WAIVER OF TRIAL BY JURY OR TO IN ANY WAY MODIFY OR NULLIFY ITS EFFECT. THE LESSOR AND THE LESSEE FURTHER REPRESENT THAT THEY HAVE BEEN REPRESENTED IN THE SIGNING OF THIS AGREEMENT AND IN THE MAKING OF THIS WAIVER BY INDEPENDENT LEGAL COUNSEL, SELECTED OF THEIR OWN FREE WILL, AND THAT THEY HAVE HAD THE OPPORTUNITY TO DISCUSS THIS WAIVER WITH COUNSEL. THIS PROVISION IS A MATERIAL INDUCEMENT TO LESSOR TO LEASE THE PROPERTY DESCRIBED HEREIN.

(B) THE LESSOR AND THE LESSEE HEREBY IRREVOCABLY CONSENT TO THE EXCLUSIVE JURISDICTION OF THE COURT OF THE FIRST JUDICIAL CIRCUIT, WILLIAMSON COUNTY, ILLINOIS AND AGREE THAT ANY ACTION OR PROCEEDING ARISING OUT OF OR BROUGHT TO ENFORCE THE PROVISIONS OF THIS AGREEMENT SHALL BE BROUGHT IN SUCH COURT.

LESSOR: JMO Modular, LLC

SIGNATURE: _____ **PRINT NAME** Mark Atkins

TITLE: Director of Operations **DATE** _____

LESSEE: McLean County Unit District No. 5

SIGNATURE: _____ **PRINT NAME** _____

TITLE: _____ **DATE** _____

Schedule A

**to Lease Agreement dated March __, 2024,
by and between JMO Modular, LLC, "Lessor and
McLean County Unit District No. 5,"Lessee"**

The Property consists of the following units:

**JMO STOCK # TBD 2
24X68 DOUBLE CLASSROOM BUILDING
Make/SN TBD**

Pursuant to Section 2, 5 and 17 of the Agreement, the Lessee agrees to be responsible for the following charges:

Delivery of building	Included
Installation	Included
De-Install and Return	Included

Delivery and set up includes delivered to accessible site, blocked, leveled, and anchored to code on concrete with vinyl skirting installed.

Lease rate per year for 4 year with annual payments due upfront.
Initial payment due on completion or occupancy of \$44,600.00 per year.

Completion or occupancy precludes any final utility connections such as plumbing and electrical provided by school district.

Pursuant to Section 14 of the Agreement, insurable value for property damage coverage:
\$ 175,000

Lessee will insure the Property and have JMO Modular, LLC as co-insured.

Initials:

Lessee _____

Lessor _____

Schedule B

**to Lease Agreement dated March _____ 2024,
by and between JMO Modular, LLC, "Lessor" and
McLean County Unit District No. 5, "Lessee"**

1. **Items of Property.** The Lessee hereby certifies that the Property, as outlined in Schedule A, has been delivered to the location indicated below, inspected by the Lessee, found to be in good order and accepted pursuant to the terms and conditions of the Agreement as of the date indicated below:

2. Location of Property:

Cedar Ridge Elementary School
2808 Breezewood Blvd.
Bloomington, IL 61704

3. Acceptance and Commencement Date:

4. The term of the Agreement will start on the Commencement Date indicated above.

AGREED AND ACKNOWLEDGED:

By: _____

Name: _____

Title: _____

Date: _____



March 20, 2024

To: Board of Education

From: Joe Adelman, Executive Director of Operations
Tom Rockwell, Manager Special Maintenance HVAC & Operations

CC: Dr. Kristen Weikle, Superintendent
Martin Hickman, CFO

Re: Replace Fire Alarm at Parkside Jr. High School

Administration recommends the approval of \$289,884.18 for the replacement of the fire alarm panel proposal from Johnson Controls under the Omnia Partners Cooperative Purchasing Agreement.

The current Simplex fire alarm panel at Parkside Jr. High School was installed in 1972. The turnkey proposal is to upgrade the existing obsolete fire alarm system to a new fully addressable 4100ES system with voice notification. Also included are new smoke additions (early warning detection in lieu of existing heats) based on requirements for non-sprinklered buildings. All existing conventional notifications to be removed (capped) and/or upgraded to speaker/strobe versions and newly wired circuits. Additional speaker-strobes to be added where deficient.

Completing this project under the Omnia Partners Cooperative Purchasing Agreement will eliminate the need to use a life safety architect for the bid process, resulting in an additional savings of \$28,988.41.

The project will be paid for with life safety funds under Parkside Jr. High School amendment #27, in the amount of \$333,367.75.



Johnson Controls Fire Protection LP Quotation

To:
SD 5 McLean County Unit
1809 WEST HOVEY AVE
NORMAL, IL 61761-0000

Project: Parkside Jr Hs Normal FA Upgrades
Johnson Controls Reference: 650068674
Proposal #: 1
Date: 12/18/2023
Page: 1 of 9

Johnson Controls is pleased to offer for your consideration this quotation for the above project

Scope of Work

Scope: Turnkey proposal to upgrade existing obsolete Simplex 4100+ fire alarm system to new fully addressable 4100ES system with Voice notification. Also included are new smoke additions (early warning detection in lieu of existing heats) based on requirements for non-sprinkled buildings. All existing conventional notification to be removed (capped) and or upgraded to speaker/strobe versions and newly wired circuits. Additional speaker-strobes to be added where deficient. Add "1" Hyperspikes Omni in Gym. Remote annunciator in main office to be replaced with new LOC annunciator. 2nd Remote annunciator in hallway to be replaced with LOC.

Note: Price includes install, CAD drawings, building redraw, commissioning, project management, and testing by JCI. Demo of existing devices included (Devices to be capped with blank plates. Abandoned zone wiring to remain). Fire alarm zone map to be abandoned.

*****Sourcewell Levels applied*****

Exclusions:

Removal of existing wiring, Monitoring changes, Network Access, Taxes, Fees, Bonding, Paint, Plastering, Patchwork, TVSS, Lift Rental, and Knox-Box unless otherwise noted.

Labor based on PREVAILING WAGE rates as required by Mclean county. This quote does NOT include submission to local ROE (Regional Office of Education) for work permit. It is the responsibility of the school to apply for permit and scope of work approval. Any additional changes as found in the field or as required by the local authority having jurisdiction (AHJ) will be provided on a separate quote. Orders over \$1000.00 will require a written purchase order or signed quote and may be subject to recent credit application. A recent asbestos report will need to be presented prior to work if your building is older than 1981.



Johnson Controls Fire Protection LP
686 High Point Lane
East Peoria , IL 61611

Regards,

Dan Galletti
Electronic Sales Exec, Fire Protection
Johnson Controls
3850 N Main
East Peoria, IL 61611
Cell:309-349-5140
Fax: 309-694-8007

Fire, Security, Communications, Sales & Service
Offices & Representatives in Principal Cities throughout North America



QTY	MODEL NUMBER	DESCRIPTION
154	4098-9792	SENSOR BASE
27	4099-9006	STATION-LED, DA PUSH ADDR
154	4098-9714	PHOTO SENSOR
10	4098-9733	HEAT SENSOR
3	4090-9001	SUPERVISED IAM
3	4090-9008	DUAL RELAY IAM, IDNET
2	2081-9274	BATTERY 10AH
2	2081-9275	BATTERY 18AH
2	2975-9446	3 BAY BB/GDOOR/DRESS PNL PLAT
2	4603-9101	LCD ANNUNCIATOR
2	YM0199	LOC with LCD Display
1	49OMNI-05-F	TCPA OMNI LOUDSPKR,RED/FIRE
10	4098-9770	CO SENSOR BASE EXTENDED LIFE
1	4009-9809	NAC REPEATER, IDNET
137	49HFV-APPLC	HIFI SV APPLIANC ONLY CEILING
2	4003-9803	REMOTE MICROPHONE ON 2 GANG PL
137	49SVC-CWFIRE	SV COVER CEIL WHITE FIRE
6	49VO-WRFO	VO Wall Red FIRE WP
6	49WPBB-AVVOWR	WP Back Box AV or VO Wall Red

1	4100-9706	ES-PS MSTRCNTLR TSD
1	41002153	3Bay Glass Dr Pkg Factory Only
1	41007905	FACTORY BUILT-MAIN CONFIGURED
2	4100-2300	EXPANSION BAY (PHASE 10 ONLY)
1	41002163	INDICATOR ONLY 3 BAY SOLID
1	4100-2504	CS GATEWAY W/IP COM 4100 SIDE



2	4100-5451	IDNAC CARD
1	4100-3117	MSTR CTLR IDNET2, FACTORY ONLY
2	4100-3109	IDNET2 250PT 2 LOOP MODULE
2	4100-0644	120V ES-PS PDM HARNESS
2	4100-0634	POWER DISTRIBUTION MODULE 120V
1	4100-5131	ES-PS FAN MODULE
1	4100-1255	AUDIO IF 3-8 CHANNEL
2	4100-1329	DIG. 100W AMP,6NAC,120VAC,70V
1	4100-1288	64/64 LED/SWITCH CONTROLLER
2	4100-0011	FACTORY USE ONLY-AUDIO SHIPKIT
13	4100-1279	2 BLANK DISPLAY MODULE
1	4100-5401	ES-PS POWER SUPPLY
1	4100-5130	25VDC VOLTAGE REGULATOR
1	4100-2320	AUDIO EXPANSION BAY
1	4100-0637	AUDIO BOX TO BOX HARNESS KIT
1	4100-0636	BOX TO BOX HARNESS KIT
2	4100-5128	BATTERY DIST TERM MODULE
1	4100-9621	BASIC AUDIO W/MIKE-DIGITAL
1	4100-1241	MESSAGE EXPANSION, 8 MINUTES

Total net selling price, FOB shipping point, \$289,884.18



IMPORTANT NOTICE TO CUSTOMER

This Agreement is contingent on credit approval, which may be checked at JCI's discretion and requires final approval of a JCI authorized manager before any equipment/ services may be provided. Should credit and/or approval be declined, this Agreement will be terminated and JCI's only obligation to customer will be to notify Customer of such termination and refund any amounts paid in advance.

For Customers located in Canada, this Fire Domain Sale and Installation Agreement has been drawn up and executed in English at the request of and with the full concurrence of Customer. Ce contrat a été rédigé en anglais à la demande et avec l'assentiment du client.

CUSTOMER ACCEPTANCE:

In accepting this Agreement, Customer agrees to the terms and conditions contained herein including those on the following page(s) of this Proposal and any attachments or riders attached hereto that contain additional terms and conditions. It is understood that these terms and conditions shall prevail over any variation in terms and conditions on any purchase order or other document that Customer may issue. Any changes requested by Customer after the execution of this Agreement shall be paid for by the Customer and such changes shall be authorized by the parties in writing. **ATTENTION IS DIRECTED TO THE LIMITATION OF LIABILITY, WARRANTY, INDEMNITY AND OTHER CONDITIONS CONTAINED IN THIS AGREEMENT.**

Customer agrees to pay an upfront deposit of 50% of the total price for predesign and engineering, paid within 30 days of contract signing. Johnson Controls will not commence work until the upfront deposit is received. Customer agrees to pay 20% of the total price for materials, goods and equipment paid prior to installation commencement. The remaining 30% of the total price for installation and commissioning will be progress billed monthly through completion of the job. Johnson Controls progress based billing can include progress payments for materials, goods, and equipment (ordered, delivered, or stored), and for any Services performed. All invoices will be delivered via Email(), paid via Electronic Funds Transfer and are due Net 30 from the date of invoice. Electronic Funds Transfer details will be provided upon contract execution. The proposed total price is contingent upon Customer agreeing to these payment and invoicing terms.

This offer shall be void if not accepted in writing within thirty (30) days from the date first set forth above.

To ensure that JCI is compliant with your company's billing requirements, please provide the following information:

PO is required to facilitate billing: NO: This signed contract satisfies requirement
 YES: Please reference this PO Number: _____

<p>Offered By: Johnson Controls Fire Protection LP 686 High Point Lane East Peoria , IL 61611 Telephone: Representative: _____ Email: daniel.galletti@jci.com</p>	<p>Accepted By: (Customer) Company: _____ Address: _____ Signature: _____ Title: _____ Date: _____</p>
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TERMS AND CONDITIONS (Rev. 8/23)

1. Deposit, Invoicing and Payments. Customer agrees to pay an upfront deposit of 50% of the total price for pre-design and engineering, paid within 30 days of contract signing. Company will not commence work until the upfront deposit is received.

Customer agrees to pay 20% of the total price for materials, goods and equipment paid prior to installation commencement. The remaining 30% of the total price for installation and commissioning will be progress billed monthly through completion of the job. Company progress based billing can include progress payments for materials, goods, and equipment (ordered, delivered, or stored), and for any Services performed. All invoices will be delivered via Email, paid via Electronic Funds Transfer and are due Net 30 from the date of invoice. Electronic Funds Transfer details will be provided upon contract execution. The proposed total price is contingent upon Customer agreeing to these payment and invoicing terms. Payments of any disputed amounts are due and payable upon resolution. In exchange for close-out documents to be provided by Company, Customer agrees to pay Company the remaining project balance when on-site labor is completed and prior to any final inspections. Customers without established satisfactory credit and Customers who fail to pay amounts when due may be required to make payments of cash in advance, upon delivery or as otherwise specified by Company. Company reserves the right to revoke or modify Customer's credit in its sole discretion. Customer acknowledges and agrees that timely payments of the full amounts listed on invoices is an essential term of this Agreement and that Customer's failure to make payment when due is a material breach of this Agreement. Customer further acknowledges that if there is any amount outstanding on an invoice, it is material to Company and will give Company, without prejudice to any other right or remedy, the right to, without notice: (i) suspend, discontinue or terminate performing any services and/or withhold further deliveries of equipment and other materials, terminate or suspend any unpaid software licenses, and/or suspend Company's obligations under or terminate this Agreement; and (ii) charge Customer interest on the amounts unpaid at a rate equal to the lesser of one and one half (1.5) percent per month or the maximum rate permitted under applicable law, until payment is made in full. Company's election to continue providing future services does not, in any way diminish Company's right to terminate or suspend services or exercise any or all rights or remedies under this Agreement. Company shall not be liable for any damages, claims, expenses, or liabilities arising from or relating to suspension of services for non-payment. In the event that there are exigent circumstances requiring services or the Company otherwise performs services at the premises following suspension, those services shall be governed by the terms of this Agreement unless a separate contract is executed. If Customer disputes any late payment notice or Company's efforts to collect payment, Customer shall immediately notify Company in writing and explain the basis of the dispute. Customer agrees to pay all of Company's reasonable collection costs, including legal fees and expenses.

2. Pricing. The pricing set forth in this Agreement is based on the number of devices to be installed and services to be performed as set forth in the Scope of Work ("Equipment" and "Services"). If the actual number of devices installed or services to be performed is greater than that set forth in the Scope of Work, the price will be increased accordingly. If this Agreement extends beyond one year, Company may increase prices upon notice to the Customer. All stated prices are exclusive of and Customer agrees to pay any taxes, fees, duties, tariffs, false alarm assessments, installation or alarm permits, and levies or other similar charges imposed and/or enacted by a government, however designated or imposed, including but not limited to value-added and withholding taxes that are levied or based upon the amounts paid under this Agreement. This Agreement is entered into with the understanding that the services to be provided by Company are not subject to any local, state, or federal prevailing wage statute. If it is later determined that local, state, or federal prevailing wage rates apply to the services to be provided by Company, Company reserves the right to issue a modification or change order to adjust the wage rates to the required prevailing wage rate. Customer agrees to pay for the applicable prevailing wage rates.

Prices in any quotation or proposal from Company are subject to change upon notice sent to Customer at any time before the quotation or proposal has been accepted. Prices for products covered by this Agreement may be adjusted by Company, upon notice to Customer at any time prior to shipment and regardless of Customer's acceptance of the Company's proposal or quotation, to reflect any increase in Company's cost of raw materials (e.g., steel, aluminum) inability to secure Products, changes or increases in law, labor, taxes, duties, tariffs or quotas, acts of government, any similar charges, or to cover any extra, unforeseen and unusual cost elements.

3. Alarm Monitoring Services. Any reference to alarm monitoring services in this Agreement is included for pricing purposes only. Alarm monitoring services are performed pursuant to the terms and conditions of Company's standard alarm monitoring services agreement.

4. Code Compliance. Company does not undertake an obligation to inspect for compliance with laws or regulations unless specifically stated in the Scope of Work. Customer acknowledges that the Authority Having Jurisdiction (e.g. Fire Marshal) may establish additional requirements for compliance with federal, state/provincial and local codes. Any additional services or equipment required will be provided at an additional cost to Customer.

5. Limitation of Liability; Limitations of Remedy. It is understood and agreed by the Customer that Company is not an insurer and that insurance coverage shall be obtained by the Customer and that amounts payable to company hereunder are based upon the value of the services and the scope of liability set forth in this Agreement and are unrelated to the value of the Customer's property and the property of others located on the premises. Customer agrees to look exclusively to the Customer's insurer to recover for injuries or damage in the event of any loss or injury and that Customer releases and waives all right of recovery against Company arising by way of subrogation. Company makes no warranty or Warranty, including any implied warranty of merchantability or fitness for a particular purpose that equipment or services supplied by Company will detect or avert occurrences or the consequences therefrom that the equipment or service was designed to detect or avert. It is impractical and extremely difficult to fix the actual damages, if any, which may proximately result from failure on the part of Company to perform any of its obligations under this Agreement. Accordingly, Customer agrees that, Company shall be exempt from liability for any loss, damage or injury arising directly or indirectly from occurrences, or the consequences therefrom, which the equipment or service was designed to detect or avert. Should Company be found liable for any loss, damage or injury arising from a failure of the equipment or service in any respect, Company's liability shall be limited to an amount equal to the Agreement price (as increased by the price for any additional work) or where the time and material payment term is selected, Customer's time and material payments to Company to be calculated with reference to payments made at the time the loss is sustained. Where this Agreement covers multiple sites, liability shall be limited to the amount of the payments allocable to the site where the incident occurred. Such sum shall be complete and exclusive. In no event shall Company be liable for any damage, loss, injury, or any other claim arising from any servicing, alterations, modifications, changes, or movements of the Covered System(s) or any of its component parts by Customer or any third party. To the maximum extent permitted by law, in no event shall Company and its affiliates and their respective personnel, suppliers and vendors be liable to Customer or any third party under any cause of action or theory of liability, even if advised of the possibility of such damages, for any (a) special, incidental, consequential, punitive or indirect damages of any kind; (b) loss of profits, revenues, data, customer opportunities, business, anticipated savings or goodwill; (c) business interruption; or (d) data loss or other losses arising from viruses, ransomware, cyber-attacks or failures or interruptions to network systems. The limitations of liability set forth in this Agreement shall inure to the benefit of all parents, subsidiaries and affiliates of Company, whether direct or indirect, Company's employees, agents, officers and directors.

6. Reciprocal Waiver of Claims (SAFETY Act). Certain of Company's systems and services have received Certification and/or Designation as Qualified

Anti-Terrorism Technologies ("QATT") under the Support Anti-terrorism by Fostering Effective Technologies Act of 2002, 6 U.S.C. §§ 441-444 (the "SAFETY Act"). As required under 6 C.F.R. 25.5 (e), to the maximum extent permitted by law, Company and Customer hereby agree to waive their right to make any claims against the other for any losses, including business interruption losses, sustained by either party or their respective employees, resulting from an activity resulting from an "Act of Terrorism" as defined in 6 C.F.R. 25.2, when QATT have been deployed in defense against, response to, or recovery from such Act of Terrorism.

7. General Provisions. Customer has selected the service level desired after considering and balancing various levels of protection afforded, and their related costs. All work to be performed by Company will be performed during normal working hours of normal working days (8:00 a.m. – 5:00 p.m., Monday through Friday, excluding Company holidays), as defined by Company, unless additional times are specifically described in this Agreement. Company will perform the services described in the Scope of Work section ("Services") for one or more system(s) or equipment as described in the Scope of Work section or the listed attachments ("Covered System(s)"). The Customer shall promptly notify Company of any malfunction in the Covered System(s) which comes to Customer's attention. This Agreement assumes the Covered System(s) are in operational and maintainable condition as of the Agreement date. If, upon initial inspection, Company determines that repairs are recommended, repair charges will be submitted for approval prior to any work. Should such repair work be declined Company shall be relieved from any and all liability arising therefrom. Unless otherwise specified in this Agreement, any inspection (and, if specified, testing) provided under this Agreement does not include any maintenance, repairs, alterations, replacement of parts, or any field adjustments whatsoever, nor does it include the correction of any deficiencies identified by Company to Customer. Company shall not be responsible for equipment failure occurring while Company is in the process of following its inspection techniques, where the failure also results from the age or obsolescence of the item or due to normal wear and tear. This Agreement does not cover systems, equipment, components or PARTS THAT are below grade, behind walls or other obstructions or exterior to the building, electrical wiring, and piping.

8. Customer Responsibilities. Customer shall furnish all necessary facilities for performance of its work by Company, adequate space for storage and handling of materials, light, water, heat, heat tracing, electrical service, local telephone, watchman, and crane and elevator service and necessary permits. Where wet pipe system is installed, Customer shall supply and maintain sufficient heat to prevent freezing of the system. Customer shall promptly notify Company of any malfunction in the Covered System(s) which comes to Customer's attention. This Agreement assumes any existing system(s) are in operational and maintainable condition as of the Agreement date. If, upon initial inspection, Company determines that repairs are recommended, repair charges will be submitted for approval prior to any work. Should such repair work be declined Company shall be relieved from any and all liability arising therefrom. Customer shall further:

- supply required schematics and drawings unless they are to be supplied by Company in accordance with this Agreement;
- Provide a safe work environment, in the event of an emergency or Covered System(s) failure, take reasonable safety precautions to protect against personal injury, death, and property damage, continue such measures until the Covered System(s) are operational, and notify Company as soon as possible under the circumstances.
- Provide Company access to any system(s) to be serviced,
- Comply with all laws, codes, and regulations pertaining to the equipment and/or services provided under this Agreement.

Customer is solely responsible for the establishment, operation, maintenance, access, security and other aspects of its computer network ("Network") and shall supply Company secure Network access for providing its services. Products networked, connected to the internet, or otherwise connected to computers or other devices must be appropriately protected by Customer and/or end user against unauthorized access. Customer is responsible to take appropriate measures, including performing back-ups, to protect information, including without limit data, software, or files (collectively "Data") prior to receiving the service or products.

9. Excavation. In the event the Work includes excavation, Customer shall pay, as an extra to the contract price, the cost of any additional work performed by Company due to water, quicksand, rock or other unforeseen condition or obstruction encountered or shoring required.

10. Structure and Site Conditions. While employees of Company will exercise reasonable care in this respect, Company shall be under not responsibility for loss or damage due to the character, condition or use of foundations, walls, or other structures not erected by Company or resulting from the excavation in proximity thereto, or for damage resulting from concealed piping, wiring, fixtures, or other equipment or condition of water pressure. All shoring or protection of foundation, walls or other structures subject to being disturbed by any excavation required hereunder shall be the responsibility of Customer. Customer shall have all things in readiness for installation including, without limitation, structure to support the sprinkler system and related equipment (including tanks), other materials, floor or suitable working base, connections and facilities for erection at the time the materials are delivered. In the event Customer fails to have all things in readiness at the time scheduled for receipt of materials, Customer shall reimburse Company for all expenses caused by such failure. Failure to make areas available to Company during performance in accordance with schedules that are the basis for Company's proposal shall be considered a failure to have things in readiness in accordance with the terms of this Agreement.

11. Confined Space. If access to confined space by Company is required for the performance of Services, Services shall be scheduled and performed in accordance with Company's then-current hourly rate.

12. Hazardous Materials. Customer represents that, except to the extent that Company has been given written notice of the following hazards prior to the execution of this Agreement, to the best of Customer's knowledge there is no:

- Space in which work must be performed that, because of its construction, location, contents or work activity therein, accumulation of a hazardous gas, vapor, dust or fume or the creation of an oxygen-deficient atmosphere may occur,
- "permit confined space," as defined by OSHA for work performed by Company in the United States,
- risk of infectious disease,
- need for air monitoring, respiratory protection, or other medical risk,
- asbestos, asbestos-containing material, formaldehyde or other potentially toxic or otherwise hazardous material contained in or on the surface of the floors, walls, ceilings, insulation or other structural components of the area of any building where work is required to be performed under this Agreement.

All of the above are hereinafter referred to as "Hazardous Conditions". Company shall have the right to rely on the representations listed above. If hazardous conditions are encountered by Company during the course of Company's work, the discovery of such materials shall constitute an event beyond Company's control and Company shall have no obligation to further perform in the area where the hazardous conditions exist until the area has been made safe by Customer as certified in writing by an independent testing agency, and Customer shall pay disruption expenses and re-mobilization expenses as determined by Company. This Agreement does not provide for the cost of testing involving a discharge or release, capture, containment, transport, removal, or disposal (collectively, the "Discharge Services") of any hazardous waste materials, hazardous materials, or firefighting materials including without limitation firefighting foam encountered in and/or discharged from any of the Covered System(s) and/or during performance of the Services. Said materials shall at all times remain the responsibility and property of Customer. Customer shall be responsible for any Discharge Services associated with such materials, including all discharged firefighting foam in accordance with all applicable law. Company shall not be responsible for the testing, removal or disposal of such hazardous materials. Customer shall indemnify and hold Company harmless from and against any and all claims, demands and/or damages arising in whole or in part from the use of or any Discharge Services associated with any hazardous waste, hazardous materials, or firefighting materials including without limitation firefighting foam encountered or discharged from any of the Covered System(s) and/or during performance of the Services.

13. Occupational Health and Safety/OSHA Compliance. Customer shall indemnify and hold

Company harmless from and against any and all claims, demands and/or damages arising in whole or in part from the enforcement of applicable laws regarding occupational health and safety for work performed in Canada or the Occupational Safety Health Act for work performed by Company in the United States. (and any amendments or changes thereto) unless said claims, demands or damages are a direct result of causes within the exclusive control of Company.

14. Interferences. Customer shall be responsible to coordinate the work of other trades (including but not limited to ducting, piping, and electrical) and for and additional costs incurred by Company arising out of interferences to Company's work caused by other trades.

15. Modifications and Substitutions. Company reserves the right to modify materials, including substituting materials of later design, providing that such modifications or substitutions will not materially affect the performance of the Covered System(s).

16. Changes, Alterations, Additions. Changes, alterations and additions to the Scope of Work, plans, specifications or construction schedule shall be invalid unless approved in writing by Company. Should changes be approved by Company, that increase or decrease the cost of the work to Company, the parties shall agree, in writing, to the change in price prior to performance of any work. However, if no agreement is reached prior to the time for performance of said work, and Company elects to perform said work so as to avoid delays, then Company's estimate as to the value of said work shall be deemed accepted by Customer. In addition, Customer shall pay for all extra work requested by Customer or made necessary because of incompleteness or inaccuracy of plans or other information submitted by Customer with respect to the location, type of occupancy, or other details of the work to be performed. In the event the layout of Customer's facilities has been altered, or is altered by Customer prior to the completion of the Work, Customer shall advise Company, and prices, delivery and completion dates shall be changed by Company as may be required.

17. Commodities Availability. Company shall not be responsible for failure to provide services, deliver products, or otherwise perform work required by this Agreement due to lack of available steel products or products made from plastics or other commodities. In the event Company is unable, after reasonable commercial efforts, to acquire and provide steel products, or products made from plastics or other commodities, if required to perform work required by this Agreement, Customer hereby agrees that Company may terminate the Agreement, or the relevant portion of the Agreement, at no additional cost and without penalty. Customer agrees to pay Company in full for all work performed up to the time of any such termination.

18. Project Claims. Any claim of failure to perform against Company arising hereunder shall be deemed waived unless received by Company, in writing specifically setting forth the basis for such claim, within ten (10) days after such claims arises.

19. Back charges. No charges shall be levied against Company unless seventy-two (72) hours prior written notice is given to Company to correct any alleged deficiencies which are alleged to necessitate such charges and unless such alleged deficiencies are solely and directly caused by Company.

20. System Equipment. The purchase of equipment or peripheral devices (including but not limited to smoke detectors, passive infrared detectors, card readers, sprinkler system components, extinguishers and hoses) from Company shall be subject to the terms and conditions of this Agreement. If in Company's sole judgment, any peripheral device or other system equipment, which is attached to the Covered System(s), whether provided by Company or a third party, interferes with the proper operation of the Covered System(s), Customer shall remove or replace such device or equipment promptly upon notice from Company. Failure of Customer to remove or replace the device shall constitute a material breach of this Agreement. If Customer adds any third party device or equipment to the Covered System(s), Company shall not be responsible for any damage to or failure of the Covered System(s) caused in whole or in part by such device or equipment.

21. Reports. Where inspection and/or test services are selected, such inspection and/or test shall be completed on Company's then current Report form, which shall be given to Customer, and, where applicable, Company may submit a copy thereof to the local authority having jurisdiction. The Report and recommendations by Company are only advisory in nature and are intended to assist Customer in reducing the risk of loss to property by indicating

obvious defects or impairments noted to the system and equipment inspected and/or tested. They are not intended to imply that no other defects or hazards exist or that all aspects of the Covered System(s), equipment, and components are under control at the time of inspection. Final responsibility for the condition and operation of the Covered System(s) and equipment and components lies with Customer.

22. Limited Warranty. Subject to the limitations below, Company warrants any equipment (as distinguished from the Software) installed pursuant to this Agreement to be free from defects in material and workmanship under normal use for a period of one (1) year from the date of first beneficial use or all or any part of the Covered System(s) or 18 months after Equipment shipments, whichever is earlier, provided however, that Company's sole liability, and Customer's sole remedy, under this limited warranty shall be limited to the repair or replacement of the Equipment or any part thereof, which Company determines is defective, at Company's sole option and subject to the availability of service personnel and parts, as determined by Company. Company warrants expendable items, including, but not limited to, video and print heads, television camera tubes, video monitor displays tubes, batteries and certain other products in accordance with the applicable manufacturer's warranty. Company does not warrant devices designed to fail in protecting the System, such as, but not limited to, fuses and circuit breakers. Company warrants that any Company software described in this Agreement, as well as software contained in or sold as part of any Equipment described in this Agreement, will reasonably conform to its published specifications in effect at the time of delivery and for ninety (90) days after delivery. However, Customer agrees and acknowledges that the software may have inherent defects because of its complexity. Company's sole obligation with respect to software, and Customer's sole remedy, shall be to make available published modifications, designed to correct inherent defects, which become available during the warranty period. If Repair Services are included in this Agreement, Company warrants that its workmanship and material for repairs made pursuant to this Agreement will be free from defects for a period of ninety (90) days from the date of furnishing.

EXCEPT AS EXPRESSLY SET FORTH HEREIN, COMPANY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE WITH RESPECT TO THE SERVICES PERFORMED OR THE PRODUCTS, SYSTEMS OR EQUIPMENT, IF ANY, SUPPORTED HEREUNDER.

Warranty service will be performed during Company's normal working hours. If Customer requests warranty service at other than normal working hours, service will be performed at Company's then current rates for after ours services. All repairs or adjustments that are or may become necessary shall be performed by and authorized representative of Company. Any repairs, adjustments or interconnections performed by Customer or any third party shall void all warranties. Company makes no and specifically disclaims all representations or warranties that the services, products, software or third party product or software will be secure from cyber threats, hacking or other similar malicious activity, or will detect the presence of, or eliminate, treat, or mitigate the spread transmission, or outbreak of any pathogen, disease, virus or other contagion, including but not limited to COVID-19. Unless agreed to in writing by the parties, any technical support, assistance, or advice ("Technical Support") provided by Company, such as suggestions as to design use and suitability of the products for the customer's application, is provided in good faith, but Customer acknowledges and agrees that Company is not the designer, engineer, or installer of record. Any Technical Support is provided for informational purposes only and shall not be construed as a representation or warranty, express or implied, concerning the proper selection, use, and/or application of products. Customer assumes exclusive responsibility for determining if the equipment and products supplied by Company are suitable for its intended application and all risk and liability, whether based in contract, tort or otherwise, in connection with its application and use of the products.

23. Indemnity. Customer agrees to indemnify, hold harmless and defend Company against any and all losses, damages, costs, including expert fees and costs, and expenses including reasonable defense costs, arising from any and all third party claims for personal injury, death, property damage or economic loss, including specifically any damages resulting from the exposure of workers to Hazardous Conditions whether or not Customer pre-notifies Company of the

existence of said hazardous conditions, arising in any way from any act or omission of Customer or Company relating in any way to this Agreement, including but not limited to the Services under this Agreement, whether such claims are based upon contract, warranty, tort (including but not limited to active or passive negligence), strict liability or otherwise. Company reserves the right to select counsel to represent it in any such action.

24. Insurance. Customer shall name Company, its officers, employees, agents, subcontractors, suppliers, and representatives as additional insureds on Customer's general liability and auto liability policies.

25. Termination. Any termination under the terms of this Agreement shall be made in writing. In the event Customer terminates this Agreement prior to completion for any reason not arising solely from Company's performance or failure to perform, Customer understands and agrees that Company will incur costs of administration and preparation that are difficult to estimate or determine. Accordingly, should Customer terminate this Agreement as described above, Customer agrees to pay all charges incurred for products and equipment installed and services performed, and in addition pay an amount equal to twenty (20%) percent of the price of products and equipment not yet delivered and Services not yet performed, return all products and equipment delivered and pay a restocking fee of twenty (20%) percent of the price of products or equipment returned. Company may terminate this Agreement immediately at its sole discretion upon the occurrence of any Event of Default as hereinafter defined. If Company's performance of its obligations becomes impracticable due to obsolescence or unavailability of systems, equipment, or products (including component parts and/or materials) or because the Company or its supplier(s) has discontinued the manufacture or the sale of the equipment and/or products or is no longer in the business of providing the Services, Company may terminate this Agreement, or the affected portions, at its sole discretion upon notice to Customer. Company may terminate this Agreement, or the affected portions, at its sole discretion upon notice to the Customer if Company's performance of its obligations are prohibited because of changes in applicable laws, regulations or codes.

26. Default. An Event of Default shall be (a) failure of Customer to pay any amount when due and payable, (b) abuse of the System or the Equipment, (c) dissolution, termination, discontinuance, insolvency or business failure of Customer. Upon the occurrence of an Event of Default, Company may pursue one or more of the following remedies: (i) discontinue furnishing Services and delivering Equipment, (ii) by written notice to Customer declare the balance of unpaid amounts due and to become due under this Agreement to be immediately due and payable; (iii) receive immediate possession of any Equipment for which Customer has not paid; (iv) proceed at law or equity to enforce performance by Customer or recover damages for breach of this Agreement, and (v) recover all costs and expenses, including without limitation reasonable attorneys' fees, in connection with enforcing or attempting to enforce this Agreement.

27. Exclusions. Unless expressly included in the Scope of Work, this Agreement expressly excludes, without limitation, testing inspection and repair of duct detectors, beam detectors, and UV/IR equipment; provision of fire watches; clearing of ice blockage; draining of improperly pitched piping; replacement of batteries; recharging of chemical suppression systems; reloading of, upgrading, and maintaining computer software; system upgrades and the replacement of obsolete systems, equipment, components or parts; making repairs or replacements necessitated by reason of negligence or misuse of components or equipment or changes to Customer's premises, vandalism, corrosion (including but not limited to micro-bacterially induced corrosion ("MIC")), power failure, current fluctuation, failure due to non-Company installation, lightning, electrical storm, or other severe weather, water, accident, fire, acts of God or any other cause external to the Covered System(s). Repair Services provided pursuant to this Agreement do not cover and specifically excludes system upgrades and the replacement of obsolete systems, equipment, components or parts. All such services may be provided by Company at Customer's sole discretion at an additional charge. If Emergency Services are expressly included in the scope of work section, the Agreement price does not include travel expenses.

28. No Option to Solicit. Customer shall not, directly or indirectly, on its own behalf or on behalf of any other person, business, corporation or entity, solicit or employ any Company employee, or induce any Company employee to leave his or her employment,

for a period of two years after termination of this Agreement.

29. Force Majeure; Delays. Company shall not be liable, nor in breach or default of its obligations under this Agreement, for delays, interruption, failure to render services, or any other failure by Company to perform an obligation under this Agreement, where such delay, interruption or failure is caused, in whole or in part, directly or indirectly, by a Force Majeure Event. A "Force Majeure Event" is a condition or event that is beyond the reasonable control of Company, whether foreseeable or unforeseeable, including, without limitation, acts of God, severe weather (including but not limited to hurricanes, tornados, severe snowstorms or severe rainstorms), wildfires, floods, earthquakes, seismic disturbances, or other natural disasters, acts or omissions of any governmental authority (including change of any applicable law or regulation), epidemics, pandemics, disease, viruses, quarantines, or other public health risks and/or responses thereto, condemnation, strikes, lock-outs, labor disputes, an increase of 5% or more in tariffs or other excise taxes for materials to be used on the project, fires, explosions or other casualties, thefts, vandalism, civil disturbances, insurrection, mob violence, riots, war or other armed conflict (or the serious threat of same), acts of terrorism, electrical power outages, interruptions or degradations in telecommunications systems, computer, network, or electronic communications systems, data breach, cyber-attacks, ransomware, unavailability or shortage of parts, materials, supplies, or transportation, or any other cause or casualty beyond the reasonable control of Company. If Company's performance of the work is delayed, impacted, or prevented by a Force Majeure Event or its continued effects, Company shall be excused from performance under the Agreement. Without limiting the generality of the foregoing, if Company is delayed in achieving one or more of the scheduled milestones set forth in the Agreement due to a Force Majeure Event, Company will be entitled to extend the relevant completion date by the amount of time that Company was delayed as a result of the Force Majeure Event, plus such additional time as may be reasonably necessary to overcome the effect of the delay. To the extent that the Force Majeure Event directly or indirectly increases Company's cost to perform the services, Customer is obligated to reimburse Company for such increased costs, including, without limitation, costs incurred by Company for additional labor, inventory storage, expedited shipping fees, trailer and equipment rental fees, subcontractor fees, compliance with vaccination requirements, or other costs and expenses incurred by Company in connection with the Force Majeure Event.

30. One-Year Claims Limitation; Forum; Choice of Law. Company shall have the sole and exclusive right to determine whether any dispute, controversy or claim arising out of or relating to the Agreement, or the breach thereof, shall be submitted to a court of law or arbitrated. For Customers located in the United States, the laws of Delaware shall govern the validity, enforceability, and interpretation of this Agreement, without regard to conflicts of law principles thereof, and the exclusive venue for any such litigation or arbitration shall be in Milwaukee, Wisconsin. For customers located in Canada, this agreement shall be governed by and be construed in accordance with the laws of Ontario, without regard to conflicts of law principles thereof, and the exclusive venue for any such litigation or arbitration shall be in Ontario, Canada. The parties waive any objection to the exclusive jurisdiction of the specified forums, including any objection based on forum non conveniens. In the event the matter is submitted to a court, Company and Customer hereby agree to waive their right to trial by jury. In the event the matter is submitted to arbitration by Company, the costs of arbitration shall be borne equally by the parties, and the arbitrator's award may be confirmed and reduced to judgment in any court of competent jurisdiction. Except as provided below, no claim or cause of action, whether known or unknown, shall be brought by either party against the other more than one year after the claim first arose. Claims not subject to the one-year limitation include claims for unpaid: (1) contract amounts, (2) change order amounts (approved or requested) and (3) delays and/or work inefficiencies. Customer will pay all of Company's reasonable collection costs (including legal fees and expenses).

31. Assignment. This Agreement is not assignable by the Customer except upon written consent of Company first being obtained. Company shall have the right to assign this Agreement, in whole or in part, or to subcontract any of its obligations under this Agreement without notice to Customer.

32. Entire Agreement. The parties intend this Agreement, together with any attachments or Riders (collectively the "Agreement") to be the final, complete

and exclusive expression of their Agreement and the terms and conditions thereof. This Agreement supersedes all prior representations, understandings or agreements between the parties, written or oral, and shall constitute the sole terms and conditions of sale for all equipment and services. No waiver, change, or modification of any terms or conditions of this Agreement shall be binding on Company unless made in writing and signed by an Authorized Representative of Company.

33. Severability. If any provision of this Agreement is held by any court or other competent authority to be void or unenforceable in whole or in part, this Agreement will continue to be valid as to the other provisions and the remainder of the affected provision.

34. Legal Fees. Company shall be entitled to recover from the customer all reasonable legal fees incurred in connection with Company enforcing the terms and conditions of this Agreement.

35. Software and Digital Services.

Digital Enabled Services. Data. If Company provides Digital Enabled Services under this Agreement, these Digital Enabled Services require the collection, transfer and ingestion of building, equipment, system time series, and other data to Company's cloud-hosted software applications. Customer consents to and grants Company the right to collect, transfer, ingest and use such data to enable Company and its affiliates and agents to provide, maintain, protect, develop and improve the Digital Enabled Services and Company products and services. Customer acknowledges that, while Digital Enabled Services generally improve equipment performance and services, Digital Enabled Services do not prevent all potential malfunction, insure against all loss, or guarantee a certain level of performance. Customer shall be solely responsible for the establishment, operation, maintenance, access, security and other aspects of its computer network ("Network"), shall appropriately protect hardware and products connected to the Network and will supply Company secure Network access for providing its Digital Enabled Services. As used herein, "Digital Enabled Services" mean services provided hereunder that employ Company software and related equipment installed at Customer facilities and Company cloud-hosted software offerings and tools to improve, develop, and enable such services. Digital Enabled Service may include, but are not limited to, (a) remote servicing and inspection, (b) advanced equipment fault detection and diagnostics, and (c) data dashboarding and health reporting. If Customer accesses and uses Software that is used to provide the Digital Enabled Services, the Software Terms (defined below) will govern such access and use.

Digital Solutions. Use, implementation, and deployment of the software and hosted software products ("Software") offered under these terms shall be subject to, and governed by, Company's standard terms for such Software and Software related professional services in effect from time to time at www.johnsoncontrols.com/techterms (collectively, the "Software Terms"). Specifically, the Company General EULA set forth at www.johnsoncontrols.com/buildings/legal/digital/generalEULA governs access to and use of software installed on Customer's premises or systems and the Company Terms of Service set forth at www.johnsoncontrols.com/buildings/legal/digital/generalTOS

govern access to and use of hosted software products. The applicable Software Terms are incorporated herein by this reference. Other than the right to use the Software as set forth in the Software Terms, Company and its licensors reserve all right, title, and interest (including all intellectual property rights) in and to the Software and improvements to the Software. The Software that is licensed hereunder is licensed subject to the Software Terms and not sold. If there is a conflict between the other terms herein and the Software Terms, the Software Terms shall take precedence and govern with respect to rights and responsibilities relating to the Software, its implementation and deployment and any improvements thereto.

Notwithstanding any other provisions of this Agreement and unless otherwise agreed to by the parties in writing, the following terms apply to Software that is provided to Customer on a subscription basis (i.e., a time limited license or use right), (each a "Software Subscription"): Each Software Subscription provided hereunder will commence on the date the initial credentials for the Software are made available (the "Subscription Start Date") and will continue in effect until the expiration of the subscription term noted herein. At the expiration of the Software Subscription, such Software Subscription will automatically renew for consecutive one (1) year terms (each a "Renewal Subscription Term"), unless either party provides the other party

with a notice of non-renewal at least ninety (90) days prior to the expiration of the then-current term. To the extent permitted by applicable law, Software Subscriptions purchases are non-cancelable and the sums paid nonrefundable. Fees for Software Subscriptions shall be paid annually in advance, invoiced on the Subscription Start Date and each subsequent anniversary thereof. Unless otherwise agreed by the parties in writing, the subscription fee for each Renewal Subscription Term will be priced at Company's then-applicable list price for that Software offering. Any use of Software that exceeds the scope, metrics or volume set forth in this Agreement will be subject to additional fees based on the date such excess use began.

36. Electronic Media. Electronic Media. Either party may scan, fax, email, image, or otherwise convert this Agreement into an electronic format of any type or form, now known or developed in the future. Any unaltered or unadulterated copy of this Agreement produced from such an electronic format will be legally binding upon the parties and equivalent to the original for all purposes, including litigation. Company may rely upon Customer's assent to the terms and conditions of this Agreement, if Customer has signed this Agreement or demonstrated its intent to be bound whether by electronic signature or otherwise.

37. Lien Legislation. Notwithstanding anything to the contrary contained herein, the terms of this Agreement shall be subject to the lien legislation applicable to the location where the work will be performed, and, in the event of conflict, the applicable lien legislation shall prevail.

38. Privacy. Company as Processor : Where Company factually acts as Processor of Personal Data on behalf of Customer (as such terms are defined in the DPA) the terms at www.johnsoncontrols.com/dpa ("DPA") shall apply.

Company as Controller : Company will collect, process and transfer certain personal data of Customer and its personnel related to the business relationship between it and Customer (for example names, email addresses, telephone numbers) as controller and in accordance with Company's Privacy Notice at <https://www.johnsoncontrols.com/privacy>. Customer acknowledges Company's Privacy Notice and strictly to the extent consent is mandatorily required under applicable law, Customer consents to such collection, processing and transfer. To the extent consent to such collection, processing and transfer by Company is mandatorily required from Customer's personnel under applicable law, Customer warrants and represents that it has obtained such consent.

39. FAR. Company supplies "commercial items" within the meaning of the Federal Acquisition Regulations (FAR), 48 CFR Parts 1-53. As to any customer order for a U.S. Government contract, Company will comply only with those mandatory flow-downs for commercial item and commercial services subcontracts listed either at FAR 52.244-6, or 52.212-5(e)(1), as applicable.

40. LICENSE INFORMATION (US SECURITY SYSTEM CUSTOMERS): AL Alabama Electronic Security Board of Licensure 7956 Vaughn Road, Pmb 392, Montgomery, Alabama 36116 (334) 264-9388; AR Regulated by: Arkansas Board of Private Investigators And Private Security Agencies, #1 State Police Plaza Drive, Little Rock 72209 (501) 618-8600; CA Alarm company operators are licensed and regulated by the Bureau of Security and Investigative Services, Department of Consumer Affairs, Sacramento, CA, 95814. Upon completion of the installation of the alarm system, the alarm company shall thoroughly instruct the purchaser in the proper use of the alarm system. Failure by the licensee, without legal excuse, to substantially commence work within 20 days from the approximate date specified in the agreement when the work will begin is a violation of the Alarm Company Act: NY Licensed by N.Y.S. Department of the State; TX Texas Commission on Private Security, 5805 N. Lamar Blvd., Austin, 78752-4422, 512-424-7710. License numbers available at www.johnsoncontrols.com or contact your local Johnson Controls office.



McLean County Unit School District No. 5

Educating each student to achieve personal excellence.

Finance Department

1809 Hovey Ave
Normal, IL 61761
309.557.4000

TO: Board of Education

FROM: Thomas Hoerr, Director of Financial Services

CC: Dr. Kristen Weikle, Superintendent; Martin Hickman, CFO; Joe Adelman, Executive Director of Operations; Nic Kearfott, NCHS Athletic Director

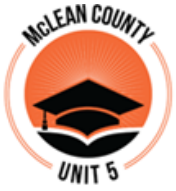
DATE: March 20, 2024

RE: 2024 NCHS Gym Floor Resurfacing ITB Results

On Monday March 11, 2024 at 9:00 AM bids were received at the District Office at 1809 Hovey Ave for resurfacing the Main Gym at Normal Community High School.

Two sealed bids were received, publicly opened and read. Administration recommends the Board approve the lowest bidder, Veterans Floors Inc., for their bid of \$60,995.

Work on the project will begin in early July and will be completed before the beginning of school in August.



McLean County Unit School District No. 5

Educating each student to achieve personal excellence.

Finance Department

1809 Hovey Ave
Normal, IL 61761
309.557.4000

TO: Board of Education

FROM: Thomas Hoerr, Director of Financial Services

CC: Dr. Kristen Weikle, Superintendent; Martin Hickman, CFO; Joe Adelman, Executive Director of Operations; Jerry Melton, Fleet Operations Supervisor

DATE: March 20, 2024

RE: 2024 Multifunction School Activity Bus ITB Results

On Tuesday March 12, 2024 at 9:00 AM bids were received at the District Office at 1809 Hovey Ave for two (2) new Multifunction School Activity Buses (MSABs).

Three sealed bids were received, publicly opened and read from two vendors. Administration recommends the Board approve the lowest bidder, Central States Bus Sales, Inc., for their bid of \$213,960.

The buses will be delivered sometime between September and October 2024, barring unforeseen circumstances.



COPY SYSTEMS, INC.

"where service is more than a promise"

Corporate Office
2860 Stanton Avenue
Springfield, IL 62703
(217) 529-6697
www.wattscopy.com

Equipment Maintenance Agreement

Deliver To:
McLean County Unit School District #5
1809 West Hovey Avenue
Normal, IL 61761

Bill To:
McLean County Unit School District #5
1809 West Hovey Avenue
Normal, IL 61761

**SEE REVERSE SIDE FOR
TERMS AND CONDITIONS**

Date: 03/15/2024

<u>CUSTOMER NO.</u>	<u>CUSTOMER P.O. NO.</u>	<u>REPRESENTATIVE</u>
	1968864	Jeff Brock / LJH

<u>ORDERED</u>	<u>PRODUCT NO.</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>AMOUNT</u>
Qty 24	BP-70C45	Sharp Color Multifunctional Document System		
	BP-TU10	Center Exit Tray		
	BP-DE12	550-sheet Adjustable Paper Drawer		
		Existing Card Reader		
		Existing Surge		
Qty 1	BP-70C55	Sharp Color Multifunctional Document System		
	BP-FN11	Inner Finisher w/ Stapling		
	BP-DE12	550-sheet Adjustable Paper Drawer		
		Existing Card Reader		
		Existing Surge		

CONTRACT TYPE: Cost Per Copy/Print/Fax Maintenance Agreement
CONTRACT COVERAGE: Includes all service, parts, labor, mileage, drums, fuser rollers, black/color toner, black/color developer and preventative maintenance.

BEGINNING DATE: Date of Install
ENDING DATE: 60 months from Date of Install
CONTRACT CHARGE: Included in Cost per Image Agreement

Program includes:
All b/w images billed monthly at \$.0045 each
All color images billed monthly at \$.042 each.

Meter readings will be received remotely from machine or submitted by customer to Watts Corporate Office by email or our website.

This contract does not cover damage due to operator error, power surge, lightening, negligence, abuse, misuse or if equipment is serviced by anyone other than an authorized representative. The equipment specified under this contract will perform within specifications given by the manufacturer with supplies which have been proven and tested by us. If source of supplies is other than Watts Copy Systems, Inc., and if such supplies result in a service call or are clearly not compatible with the equipment, then the coverage under this agreement may not apply.

MAINTENANCE AGREEMENT MUST BE PAID WITHIN 30 DAYS. IF NOT PAID, LABOR, PARTS, AND SUPPLIES MAY BE BILLABLE FROM EFFECTIVE DATE OF CONTRACT. ADMINISTRATION FEE OF \$25.00 CHARGES FOR REINSTATEMENT AFTER CANCELLATION.

SIGNATURE (MUST BE SIGNED BY AN AUTHORIZED CORPORATE OFFICER, PARTNER, OR PROPRIETOR)

SIGNATURE – ACCEPTED BY WATTS COPY SYSTEMS, INC.

TITLE DATE

PRINT NAME

Decision Maker: Dave Schumer	Phone: 309-557-4015	Email: schumedc@unit5.org
Accounting:	Phone:	Email:
Key Op:	Phone: 281	Email:
IT Contact:	Phone:	Email:

1. **Maintenance Services:** During the term hereof Dealer will repair or replace in accordance with the terms and conditions of this Agreement any part of the Equipment which becomes unserviceable due to normal usage (other than consumable supplies, unless such coverage is specified on the front of this agreement). Replacement parts will be furnished on an exchange basis and will be new, reconditioned or used; all parts removed due to replacement will become the property of the Dealer. Maintenance services provided by Dealer under this Agreement do not include the following:
 - a) Repairs resulting from misuse (including without limitation improper voltage or the use of supplies that do not conform to the manufacturer's specifications).
 - b) Repairs made necessary by service performed by persons other than Dealer.
 - c) Additional service calls or work which the Customer requests to be performed outside regular business hours.
 - d) Shop repair, reconditioning, rebuilding, overhaul or modification of the Equipment.
 - e) Provision or replacement of consumable supplies such as paper, staples or toner (unless such coverage is specified on the front of this agreement).
2. **Performance of Maintenance Services:** Maintenance services as described in paragraph 1 hereof will be provided at the Customer's place of business where the Equipment is located indicated on the face hereof Monday through Friday except holidays during the hours of 8:00 a.m. to 5:00 p.m. Preventative maintenance for the Equipment will be provided determined by Dealer. Remedial maintenance will be provided after notification by Customer that the Equipment is inoperative.
3. **Payment Terms:** Payment of the maintenance fee is due in accordance to the same terms of your Lease/Cost-Per-Image/Rental agreement. If this maintenance program is for annual coverage on customer-owned equipment, payment terms are net 30 from the invoice date. If an invoice remains unpaid after 30 days, the maintenance fee becomes delinquent. You agree to pay a late charge of 10% of any payment which is delinquent or, if less, the maximum late charge allowed by applicable law. You agree to pay a charge of \$25.00 for each check returned for non-sufficient funds or other reasons.
4. **Customer Obligation:** Customer agrees to provide a suitable place for use (including suitable electric service and a EMI/RFI/Surge/Modem/Network Protection) as specified by the manufacturer. Customer will provide adequate facilities for use by maintenance personnel in connection with the maintenance of the Equipment as described in paragraph 1 hereof. These facilities will be within a reasonable distance of the Equipment to be serviced and will be provided at no extra charge. Customer will provide a key operator for the Equipment for each shift of operation and make available operators for instruction in use and care of the Equipment.
5. **Default:** You will be in default under this Agreement if you (a) fail to pay the annual maintenance fee in full within 30 days of the execution and acceptance of this Agreement by Dealer or make any other payment when due under this Agreement; (b) fail to make payment when due on any other indebtedness you owe to us arising independently of this Agreement; (c) fail to perform or observe any term or condition contained in this Agreement, or any other instrument or document executed in connection with this Agreement; or (d) become insolvent (however defined), cease doing business as an ongoing concern, make an assignment for the benefit of creditors, or cause a petition for receiver or in bankruptcy to be filed by or against you (including a petition for reorganization or an arrangement). If you are in default under this Agreement, Dealer shall have the right to exercise concurrently or separately, and without any election or remedies to be deemed made, the following remedies: to sue for and recover from you all amounts due and owing with or without terminating this Agreement; to terminate this Agreement and sue for and recover from you the actual cost at prevailing rates for labor, parts and supplies provided to you under this Agreement from the effective date of this Agreement through the date of termination; and to pursue any other remedy at law or in equity.
6. **Charges:** The maintenance charges hereunder will be payable by the Customer in accordance to the terms of this agreement and any associated Lease/Cost-Per-Image/Rental agreements. The transfer of Equipment from the location indicated on the face hereof to any location not within an established service area will be charged at prevailing rates. Taxes (other than taxes measured by income) with respect to maintenance services including the supply of parts hereunder will be the responsibility of Customer. You agree that the base payment amount (if applicable) and the per-image charges and/or excess per-image charges may be proportionately increased at any time if our estimated average page coverage is exceeded. After the end of the first year of this agreement and not more than once each successive twelve-month period thereafter, the base payment amount, if applicable, and the per-image charge may be increased by a maximum of 10% of the then existing payment or charge.
7. **Attorneys' Fees and Costs:** You shall pay Dealer all costs and expenses, including reasonable attorneys' fees, incurred by Dealer in exercising any of its rights or remedies hereunder or enforcing any terms, conditions or provisions hereof.
8. **Limitations and Liability:** Dealer makes no warranties, express implied, as to any matter whatsoever, including without limitation, the condition of the equipment, parts and services provided under this Agreement and Customer hereby expressly disclaims any express or implied warranties with respect thereto, including without limitation, any implied warranties of merchantability, or fitness for a particular purpose. In no event shall Dealer be liable to Customer for any incidental, indirect, consequential, punitive or special damages (including but not limited to damages to business reputation, lost business, or lost profits), whether foreseeable or not and however caused. Dealer shall not be liable for non-performance caused by circumstances beyond its control including but not limited to, work stoppages, fire, civil disobedience, war, terrorism, riots and acts of God. Customer agrees that Dealer's total liability to Customer for damages suffered in connection with, or arising out of, this Agreement, regardless of whether any such liability is based upon contract, tort or other basis, shall be limited to an amount not to exceed the maintenance fee owed under this Agreement for a twelve-month period.
9. **Termination and Reinstatement:** This Agreement may be terminated by Dealer at any time upon 30 days written notice to Customer, unless it is terminated by Dealer because Customer is in default, in which case it may be terminated immediately by written notice. If this Agreement is terminated by Dealer because Customer is in default for failing to pay the maintenance fee, Customer may reinstate this Agreement if within 30 days of termination, Customer pays Dealer the maintenance fee in full plus any late charges and a reinstatement fee of \$25.00.
10. **Assignment:** This Agreement is not assignable. Any attempt to assign or transfer any of the rights, duties or obligations hereof is void.
11. **Term:** This Agreement shall become effective as of the effective date indicated on the face hereof upon acceptance by Dealer and continue in effect for each unit of Equipment until the expiration of the time or copy limit indicated on the face hereof (the "initial term"). The Agreement shall automatically renew at the expiration of the initial term for a like term (the "renewal term") and automatically renew thereafter for additional like terms at the expiration of each renewal term at the prevailing rates for the maintenance charges at the time of such renewal, unless you notify Dealer in writing at least 30 days prior the end of the initial term or any renewal term that you do not want to renew the Agreement.
12. **Waiver:** Any failure by either party to require conformity to all provisions hereof shall not be deemed a waiver of future conformity to such provisions.
13. **Freight/Fuel/Handling charge will apply.**
14. **Governing Law and Venue:** This Agreement shall be subject to and governed by the laws of the State of Illinois. Any action or proceeding arising out of or which is directly or indirectly related to this Agreement shall be commenced and maintained only in courts located in Sangamon County, Illinois. Each party, by their respective execution of this Agreement, consents and submits to the jurisdiction of any state or federal court located within Sangamon County, Illinois. Each party waives any right that the party may otherwise have to transfer or change the venue of any action or proceeding brought against that party by the other party to this Agreement which arises out of or is directly or indirectly related to this Agreement.
15. **Indemnity and Hold Harmless:** To the fullest extent permitted by law, the Customer shall and agrees to indemnify Dealer against, and hold Dealer harmless from, any claims, losses, actions, suits, proceedings, costs, expenses, damages, and liabilities (including but not limited to negligence, tort, and strict liability) and any and all costs and expenses in connection therewith, including reasonable attorney's fees and costs, arising out of, connected with, the maintenance, repair, inspection, use, operation and possession of the equipment by Customer. Customer recognizes and agrees that included in this indemnity clause, but not by way of limitation, is Customer's assumption of any and all liability for injury, disability and death of workmen and other persons caused by the maintenance, repair, use, operation, possession, control, handling, or transportation of the equipment during the term of this Agreement.
16. **Severability:** Whenever possible, each provision of this Agreement will be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this Agreement or the application thereof to any person, entity or circumstances shall be invalid, illegal or unenforceable to any extent, the remainder of the Agreement and the application thereof shall not be affected and shall be enforceable to the fullest extent permitted by law.
17. **Coverages/Inclusions:** Parts, components, labor and consumables covered under this agreement will be detailed on the front of this agreement. Any items not detailed as covered under this agreement may be excluded from this agreement and chargeable to the customer. If this agreement stipulates specific coverage for consumables (such as toner), the allotment of these supplies will be based on usage by actual meter counts from the covered device. The manufacturer specifically stipulates usage yields for each consumable item based on industry standards regarding document fill/print coverage. The Dealer will utilize the manufacturer's projected yield compared to the covered device's usage to determine the proper quantity of supplies to be provided under this agreement. Any consumables requested by the customer that exceed the allotment based on the actual usage compared to the manufacturer's projected yields will be chargeable to the customer.
18. **Entire Agreement:** The foregoing terms and conditions and those contained in prevailing price lists described herein constitute the entire agreement between Customer and Dealer with respect to its subject, irrespective of inconsistent or additional terms and conditions in Customer's purchase orders or other documents of Customer. All other prior agreements, proposals, and understandings with respect to the subject matter of this Agreement are merged herein, and there are no premises, terms, conditions or obligations with respect thereto other than those contained herein. This Agreement may be amended only by written instrument executed by both parties.



COST PER IMAGE AGREEMENT

AGREEMENT NO.: **1968864**

CUSTOMER ("YOU" OR "YOUR")

FULL LEGAL NAME: **McLean County Unit School District No. 5**

ADDRESS: **1809 West Hovey Avenue Normal, IL 61761**

EQUIPMENT AND PAYMENT TERMS SEE ATTACHED SCHEDULE

TYPE, MAKE, MODEL NUMBER, SERIAL NUMBER, AND INCLUDED ACCESSORIES	NOT FINANCED UNDER THIS AGREEMENT	BEGINNING METER READING		IMAGE ALLOWANCE		EXCESS PER IMAGE CHARGE (PLUS TAX)			
		B&W	COLOR	B&W	COLOR	B&W	COLOR		
Qty 24 BP-70C45 Sharp Color Multifunctional Document System; BP-TU10 Center Exit Tray, BP-DE12 550-sheet Adjustable Paper Drawer, Existing Card Reader, Existing Surge	<input type="checkbox"/>								
Qty 1 BP-70C55 Sharp Color Multifunctional Document System; BP-FN11 Inner Finisher w/ Stapling, BP-DE12 550-sheet Adjustable Paper Drawer, Existing Card Reader, Existing Surge	<input type="checkbox"/>								
	<input type="checkbox"/>								
	<input type="checkbox"/>								
	<input type="checkbox"/>								
	<input type="checkbox"/>								
	<input type="checkbox"/>								
	<input type="checkbox"/>								
	<input type="checkbox"/>								
	<input type="checkbox"/>								
TOTAL CONSOLIDATED MONTHLY IMAGE ALLOWANCE AND EXCESS PER IMAGE CHARGES (IF CONSOLIDATED)								.0045	.042

EQUIPMENT LOCATION: **As Stated Above**

METER FREQUENCY: **Monthly**

TERM IN MONTHS: **60 months**

MONTHLY BASE PAYMENT AMOUNT: **\$3,056.50 per month** (*PLUS TAX)

SECURITY DEPOSIT:

CONTRACT

THIS AGREEMENT IS NON-CANCELABLE AND IRREVOCABLE. IT CANNOT BE TERMINATED. PLEASE READ CAREFULLY BEFORE SIGNING. YOU AGREE THAT THIS AGREEMENT AND ANY CLAIM RELATED TO THIS AGREEMENT SHALL BE GOVERNED BY THE INTERNAL LAWS OF THE STATE IN WHICH OUR (OR, IF WE ASSIGN THIS AGREEMENT, OUR ASSIGNEE'S) PRINCIPAL PLACE OF BUSINESS IS LOCATED AND ANY DISPUTE CONCERNING THIS AGREEMENT WILL BE ADJUDICATED IN A FEDERAL OR STATE COURT IN SUCH STATE. YOU HEREBY CONSENT TO PERSONAL JURISDICTION AND VENUE IN SUCH COURTS AND WAIVE TRANSFER OF VENUE. EACH PARTY WAIVES ANY RIGHT TO A JURY TRIAL.

CUSTOMER'S AUTHORIZED SIGNATURE

BY SIGNING THIS PAGE, YOU REPRESENT TO US THAT YOU HAVE RECEIVED AND READ THE ADDITIONAL TERMS AND CONDITIONS APPEARING ON THE SECOND PAGE OF THIS TWO-PAGE AGREEMENT. THIS AGREEMENT IS BINDING UPON OUR ACCEPTANCE HEREOF.

(As Stated Above)

X

CUSTOMER

SIGNATURE

PRINT NAME & TITLE

DATE

OWNER ("WE", "US", "OUR")

Watts Copy Systems, Inc.

OWNER

SIGNATURE

PRINT NAME & TITLE

DATE

2860 Stanton St Springfield, IL 62703-4347

ADDITIONAL TERMS AND CONDITIONS

AGREEMENT. You want us to now provide you the equipment and/or software referenced herein, excluding equipment marked as not financed under this Agreement ("Equipment") and you unconditionally agree to pay us the amounts payable under the terms of this agreement ("Agreement") each period by the due date. This Agreement is binding upon our acceptance hereof and will begin on the date the Equipment is delivered to you or any later date we designate. If we designate a later commencement date, you agree to pay us an additional amount equal to the periodic payments due under this Agreement prorated for the period between the date the Equipment is delivered to you and the commencement date. If we do not receive by the due date, at the remittance address indicated on your invoice, any amount payable to us, you will pay a late charge equal to: 1) the greater of ten (10) cents for each dollar overdue or twenty-six dollars (\$26.00); or 2) the highest lawful charge, if less. Any security deposit will be returned upon full performance.

NET AGREEMENT. THIS AGREEMENT IS NON-CANCELABLE FOR THE ENTIRE AGREEMENT TERM. YOU AGREE THAT YOU ARE UNCONDITIONALLY OBLIGATED TO PAY ALL AMOUNTS DUE UNDER THIS AGREEMENT FOR THE ENTIRE TERM. YOU ARE NOT ENTITLED TO REDUCE OR SET-OFF AGAINST AMOUNTS DUE UNDER THIS AGREEMENT FOR ANY REASON.

IMAGE CHARGES AND OVERAGES. You are entitled to make the total number of images shown under Image Allowance (or Total Consolidated Image Allowance, if applicable) each period during the term of this Agreement. If you make more than the allowed images in any period, you will pay us an additional amount equal to the number of the excess images made during such period multiplied by the applicable Excess Per Image Charge. Regardless of the number of images made in any period, you will never pay less than the Base Payment Amount. You agree to provide us with the actual meter readings on any business day as designated by us, provided that we may estimate the number of images used if such meter readings are not received within five days after being requested. We will adjust the estimated charge for excess images upon receipt of actual meter readings. You agree that the Base Payment Amount and the Excess Per Image Charges may be proportionately increased at any time if our estimated average page coverage is exceeded. After the end of the first year of this Agreement and not more than once each successive twelve-month period thereafter, the Base Payment Amount and the Excess Per Image Charges (and, at our election, the Base Payment Amount and Excess Per Image Charges under any subsequent agreements between you and us that incorporate the terms hereof) may be increased by a maximum of 10% of the then existing payment or charge. Images made on equipment marked as not financed under this Agreement will be included in determining your image and overage charges.

EQUIPMENT USE. You will keep the Equipment in good working order, use it for business purposes only and not modify or move it from its initial location without our consent. You agree that you will not take the Equipment out of service and have a third party pay (or provide funds to pay) the amounts due hereunder. You will comply with all laws, ordinances, regulations, requirements and rules relating to the use and operation of the Equipment.

SERVICES/SUPPLIES. If we have entered into a separate arrangement with you for maintenance, service, supplies, etc. with respect to the Equipment, payments under this Agreement may include amounts owed under that arrangement, which amounts may be invoiced as one payment for your convenience. We may charge you a freight fuel surcharge, at our then current rates, to cover our costs of shipping supplies to you. You agree that you will look solely to us for performance under any such arrangement and for the delivery of any applicable supplies.

SOFTWARE/DATA. Except as provided in this paragraph, references to "Equipment" include any software referenced above or installed on the Equipment. We do not own the software and cannot transfer any interest in it to you. We are not responsible for the software or the obligations of you or the licensor under any license agreement. You are solely responsible for protecting and removing any confidential data/images stored on the Equipment prior to its return for any reason.

LIMITATION OF WARRANTIES. EXCEPT TO THE EXTENT THAT WE HAVE PROVIDED YOU A WARRANTY IN WRITING, WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. YOU CHOSE ANY/ALL THIRD-PARTY SERVICE PROVIDERS BASED ON YOUR JUDGMENT. YOU MAY CONTACT US OR THE MANUFACTURER FOR A STATEMENT OF THE WARRANTIES, IF ANY, THAT THE MANUFACTURER IS PROVIDING. WE ASSIGN TO YOU ANY WARRANTIES GIVEN TO US.

ASSIGNMENT. You may not sell, assign, or sublease the Equipment or this Agreement without our written consent. We may sell or assign this Agreement and our rights in the Equipment, in whole or in part, to a third party without notice to you. You agree that if we do so, our assignee will have our assigned rights under this Agreement but none of our obligations and will not be subject to any claim, defense, or set-off that may be assertable against us or anyone else. Notwithstanding the foregoing, if we sell or assign this Agreement or our rights in the Equipment, we will retain our obligations under the Agreement.

LOSS OR DAMAGE. You are responsible for any damage to or loss of the Equipment. No such loss or damage will relieve you from your payment obligations hereunder. Except for claims, losses, or damages caused by our gross negligence or willful misconduct, you agree to indemnify us and our assignee, if applicable, against any claims, losses, or damages, including attorney fees, in any way relating to the Equipment or data stored on it. This indemnity will survive the expiration of this Agreement. In no event will we be liable for any consequential or indirect damages.

INSURANCE. You agree to maintain commercial general liability insurance acceptable to us. You also agree to: 1) keep the Equipment fully insured against loss at its replacement cost, with us named as loss payee; and 2) provide proof of insurance satisfactory to us no later than 30 days following the commencement of this Agreement, and thereafter upon our written request. If you fail to maintain property loss insurance satisfactory to us and/or you fail to timely provide proof of such insurance, we have the option, but not the obligation, to secure property loss insurance on the Equipment from a carrier of our choosing in such forms and amounts as we deem reasonable to protect our interests. If we secure insurance on the Equipment, we will not name you as an insured party, your interests may not be fully protected, and you will reimburse us the premium which may be higher than the premium you would pay if you obtained insurance, and which may result in a profit to us through an investment in reinsurance. If you are current in all of your obligations under the Agreement at the time of loss, any insurance proceeds received will be applied, at our option, to repair or replace the Equipment, or to pay us the remaining payments due or to become due under this Agreement, plus our booked residual, both discounted at 3% per annum.

TAXES. We own the Equipment. You will pay when due, either directly or by reimbursing us, all taxes and fees relating to the Equipment and this Agreement. Sales or use tax due upfront will be payable over the term with a finance charge. If this is deemed a secured transaction, you hereby grant us a security interest in the Equipment to secure your performance under this Agreement, to be released at the end of the term provided you have performed all of your obligations under this Agreement.

END OF TERM. At the end of the term of this Agreement (or any renewal term) (the "End Date"), this Agreement will renew month to month unless a) we receive written notice from you, at least 60 days prior to the End Date, of your intent to return the Equipment, and b) you timely return the Equipment to the location designated by us, at your expense. If the returned Equipment is not immediately available for use by another without need of repair, you will reimburse us for all repair costs. You cannot pay off this Agreement or return the Equipment prior to the End Date without our consent. If we consent, we may charge you, in addition to other amounts owed, an early termination fee equal to 5% of the price of the Equipment.

DEFAULT/REMEDIES. If a payment becomes 10+ days past due, or if you otherwise breach this Agreement, you will be in default, and we may require that you return the Equipment to us at your expense and pay us: 1) all past due amounts and 2) all remaining payments for the unexpired term, plus our booked residual, discounted at 3% per annum; and we may disable or repossess the Equipment and use all other legal remedies available to us. You agree to pay all costs and expenses (including reasonable attorney fees) we incur in any dispute with you related to this Agreement. You agree to pay us interest on all past due amounts at the rate of 1.5% per month, or at the highest rate allowed by applicable law, if less.

UCC. If we assign rights in this Agreement for financing purposes, you agree that this Agreement, in the hands of our assignee, is, or shall be treated as, a "Finance Lease" as that term is defined in Article 2A of the Uniform Commercial Code ("UCC"). You agree to forgo the rights and remedies provided under sections 507-522 of Article 2A of the UCC.

MISCELLANEOUS. This Agreement is the entire agreement between you and us relating to our providing and your use of the Equipment and supersedes any prior representations or agreements, including any purchase orders. Amounts payable under this Agreement may include a profit to us. The parties agree that the original hereof for enforcement and perfection purposes, and the sole "record" constituting "chattel paper" under the UCC, is either (a) the paper copy hereof bearing (i) the original or a copy of either your manual signature or an electronically applied indication of your intent to enter into this Agreement, and (ii) our original manual signature or (b) the copy of this Agreement executed by the parties and controlled by us or our assignee or custodian in accordance with the Electronic Signatures in Global and National Commerce Act or any similar state laws based on the Uniform Electronic Transactions Act and other applicable law as electronic chattel paper under the UCC. Upon execution, the parties agree to be bound to the terms hereof regardless of the medium or format in which this Agreement is maintained or controlled. If any provision of this Agreement is unenforceable, the other provisions herein shall remain in full force and effect to the fullest extent permitted by law. You authorize us to either insert or correct the Agreement number, serial numbers, model numbers, beginning date, and signature date. All other modifications to the Agreement must be in writing signed by each party.

NON-APPROPRIATION ADDENDUM

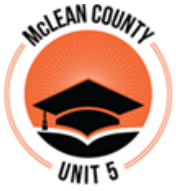
This is an addendum (“Addendum”) to and part of that certain agreement between Watts Copy Systems, Inc. (“we”, “us”, “our”) and McLean County Unit School District No. 5 (“Governmental Entity”, “you”, “your”), which agreement is identified in our records as agreement number 1968864 (“Agreement”). All capitalized terms used in this Addendum which are not defined herein shall have the meanings given to such terms in the Agreement.

APPLICABLE TO GOVERNMENTAL ENTITIES ONLY

You hereby represent and warrant to us that as of the date of the Agreement: (a) the individual who executed the Agreement had full power and authority to execute the Agreement on your behalf; (b) all required procedures necessary to make the Agreement a legal and binding obligation against you have been followed; (c) the Equipment will be operated and controlled by you and will be used for essential government purposes for the entire term of the Agreement; (d) that all payments due and payable for the current fiscal year are within the current budget and are within an available, unexhausted, and unencumbered appropriation; (e) you intend to pay all amounts payable under the terms of the Agreement when due, if funds are legally available to do so; (f) your obligations to remit amounts under the Agreement constitute a current expense and not a debt under applicable state law; (g) no provision of the Agreement constitutes a pledge of your tax or general revenues; and (h) you will comply with any applicable information reporting requirements of the tax code, which may include 8038-G or 8038-GC Information Returns. If funds are not appropriated to pay amounts due under the Agreement for any future fiscal period, you shall have the right to return the Equipment and terminate the Agreement on the last day of the fiscal period for which funds were available, without penalty or additional expense to you (other than the expense of returning the Equipment to the location designated by us), provided that at least thirty (30) days prior to the start of the fiscal period for which funds were not appropriated, your Chief Executive Officer (or Legal Counsel) delivers to us a certificate (or opinion) certifying that (a) you are a state or a fully constituted political subdivision or agency of the state in which you are located; (b) funds have not been appropriated for the applicable fiscal period to pay amounts due under the Agreement; (c) such non-appropriation did not result from any act or failure to act by you; and (d) you have exhausted all funds legally available for the payment of amounts due under the Agreement. You agree that this paragraph shall only apply if, and to the extent that, state law precludes you from entering into the Agreement if the Agreement constitutes a multi-year unconditional payment obligation. If and to the extent that the items financed under the Agreement is/are software, the above-referenced certificate shall also include certification that the software is no longer being used by you as of the termination date.

The undersigned, as a representative of the Governmental Entity, agrees that this Addendum is made a part of the Agreement.

GOVERNMENTAL ENTITY’S AUTHORIZED SIGNATURE		
(As Stated Above)	X	
	<small>SIGNATURE</small>	<small>PRINT NAME & TITLE</small>
		<small>DATE</small>
OUR SIGNATURE		
Watts Copy Systems, Inc.		
	<small>SIGNATURE</small>	<small>PRINT NAME & TITLE</small>
		<small>DATE</small>



McLean County Unit School District No. 5

Educating each student to achieve personal excellence.

Finance Department

1809 Hovey Ave
Normal, IL 61761
309.557.4000

TO: Board of Education

FROM: Thomas Hoerr, Director of Financial Services

CC: Dr. Kristen Weikle, Superintendent; Martin Hickman, CFO; David Schumer, Director of Technology

DATE: March 20, 2024

RE: Internet Service Provider Selection Through E-Rate

The current Internet Service Provider contract with MetroNet ends on June 30, 2024. The District has been working with the E-Rate program (directed by the Federal Communications Commission) to select a vendor to provide internet services after June 30, 2024. Vendors submit proposals through the E-Rate program and the District is not required to issue an official Request for Proposal (RFP).

After reviewing proposals submitted through the E-Rate program, the District has selected the lowest bidder, CIRBN, LLC, for their proposal of \$4,389 per month. After E-Rate discounts, the estimated monthly bill will be approximately \$2,800 per month.

This will result in significant savings for the District. Under the current contract with MetroNet, the District pays about \$7,500 per month, after E-Rate discounts. This totals to about \$450,000 over 60 months. The new 60 month contract with CIRBN will total to about \$168,000, saving the District about \$282,000 over the life of the contract.



THIS MASTER SERVICE AGREEMENT (this "Agreement") is made and entered into as of this 20th day of March 2024 (the "Effective Date"), by and between CIRBN, LLC, an Illinois Limited Liability Company ("CIRBN") and McLean County Unit #5 School District ("Customer").

Recitals:

WHEREAS Customer desires to obtain Services on the terms and conditions of this Agreement.

THEREFORE, in consideration of the mutual provisions contained herein and other good and valuable consideration, the Parties hereby agree that this Agreement sets forth the terms and conditions which apply to the Services (as hereinafter defined) provided to the Customer.

1. Terms: For purposes of this Agreement

- 1.1 The term "Customer" refers to the entity listed on the Service Order.
- 2.1 The term "Service" refers to Internet or Intranet, Service Providers and Dark Fiber services offered to CIRBN Customers.
- 3.1 The term "CIRBN System" refers to all points comprising the Central Illinois Regional Broadband Network.
- 4.1 The term "Customer System" refers to all points comprising on the Customer's network.

2. Service:

2.1 Obligations to Customer. CIRBN will:

- 2.1.a Own and maintain the CIRBN System with facilities for providing Intranet and Internet services. Note, CIRBN undertakes no responsibility for provision of services, guarantee service, maintenance, representations and warranties for any Customer equipment, facilities, that are considered outside of the CIRBN System including but not limited to any such fiber infrastructure, facilities, equipment, or other related materials within the Customer's sole control and purview.
- 2.1.b Make Services available to Customer as set forth on Service Order, subject to the terms, conditions and obligations contained herein and based on the selections made by the Customer.
- 2.1.c Conduct Service Connection Testing to test Customer connectivity to the CIRBN System.
- 2.1.d Provide the Equipment (as defined in Section 3.1), as applicable, needed by Customer at its site or other locations to access the CIRBN System.
- 2.1.e Manage and maintain the CIRBN System and provide high-speed connections to the Internet and Intranet in accordance with this Agreement.
- 2.1.f Maintain appropriate security to protect the security, privacy and confidentiality of the content Customer passes over the CIRBN System.
- 2.1.g Perform regular and emergency maintenance on the CIRBN System including upgrades, configuration changes or enhancement to the CIRBN System and Equipment, as necessary or desirable in CIRBN's judgment.
- 2.1.h Provide technical support to Customers as set forth in this Agreement.
- 2.1.i Monitor the use of the CIRBN System, the Services, Equipment, and facilities to help to ensure its use by Customer is in compliance with this Agreement and applicable law.

2.2 No Undertaking. By offering individually negotiated services to Customers, CIRBN is not undertaking to provide any common carrier or telecommunications service offering to Customer. In the event a regulatory authority makes a determination that the services being provided are subject to common carrier or telecommunications service regulation, CIRBN may elect to terminate or modify the Agreement, Service Order, or terms available on the CIRBN website (www.cirbn.org) (including the Schedule of Fees) on reasonable notice without penalty as CIRBN deems necessary.

2.3 Term of Service & Termination.

- 2.3.a Initial Term. The contract will commence on the Service Contract Date listed on the Service Order, unless earlier terminated in accordance with this Agreement. CIRBN agrees not to increase its rates for Services during the Initial Term except as otherwise specified on the Service Order.
- 2.3.b Renewal. After the Initial Term, the Customer may exercise a voluntary extension to renew the Agreement by executing a written optional renewal term included in the original quote. See attached Voluntary Renewal Option Term and Pricing.
- 2.3.c Termination. Except as provided in Section 7, Customer may terminate this Agreement by providing CIRBN with at least thirty (30) days' prior written notice. Subject to applicable law, the Customer expressly agrees that all applicable monthly fees or other charges will accrue until this Agreement has terminated, the Services have been disconnected, and all Equipment has been returned to CIRBN. Early termination of this Agreement during the Initial Term, or any Renewal Term, as applicable will result in an early termination fee in an amount equal to 50% of the monthly charges scheduled to be charged to the Customer (as calculated from the effective date of termination) during the time remaining in the Initial Term, or any Renewal Term, as applicable. CIRBN may suspend or discontinue providing the Service generally, or terminate the Service generally, or terminate the Service, either in whole or in part, or terminate this Agreement with ninety (90) days prior written notice, at any time and in its sole discretion. If CIRBN discontinues providing the Service generally or terminates the Service for a reason other than the Customer's breach of this Agreement, the Customer shall be responsible only for charges accrued through the date of termination, including a pro-rated portion of the final month's charges, and the Customer shall not be charged the Early Termination Fee.

3. Service & Equipment.

- 3.1 Equipment. CIRBN will provide customer premises equipment needed by Customer to access the CIRBN System including but not limited to an Ethernet switch and any other Equipment ("Equipment"). CIRBN shall retain ownership and exclusive control of management of all Equipment during the term of this Agreement unless other documented terms are agreed to by the parties in writing executed by both parties. The Customer hereby acknowledges that CIRBN owns all right title and interest in all Equipment and that the Customer may not sell, assign, rent, or transfer the Equipment.
- 3.2 Equipment and Installation Warranty. CIRBN warrants to Customer that the Equipment and its installation by CIRBN will be substantially free from material defects in material and workmanship, under normal use in compliance with instructions, for a period of one (1) year from the Service Connection Date ("Limited Warranty"). This Limited Warranty excludes any defects resulting from lightning strike, abuse, misuse, neglect, theft, vandalism, fire, unusual physical or electrical stress, water, extremes of temperature, an act of God, the Customer's failure to comply with CIRBN's policies or other instructions provided by CIRBN, actual or attempted alteration of or additions to the Equipment not approved by CIRBN, any damage or defect resulting from equipment or interface provided by the Customer or the Customer's management or use of such equipment, or any other cause beyond the reasonable control of CIRBN, all as determined by CIRBN (collectively, "Excluded Causes"). The Limited Warranty does not include any damage to non-CIRBN assets. Repair or replacement, in CIRBN's discretion, of the Equipment and providing Services as outlined in this Agreement are CIRBN's only responsibility, and your exclusive remedy, for breach of any warranty regarding the Equipment or the Services, as applicable. This Limited Warranty is personal to the Customer and will terminate immediately upon expiration or termination of this Agreement.
- 3.3 Maintenance: Customer agrees not to mishandle, abuse, misuse, or improperly store or operate the Equipment, including using the Equipment with equipment electrically or mechanically incompatible with, or of inferior quality to, the Equipment. Customer agrees to contact CIRBN immediately if the Equipment is not working properly. Note, CIRBN Maintenance obligations do not extend to Customer-provided equipment.
- 3.4 Damaged/Defective Equipment: If CIRBN deems Equipment has a manufacturing defect after the Limited Warranty has expired or fails for any other reason, the Customer may request that CIRBN deliver replacement Equipment. Replacement Equipment may or may not be the same model as the original Equipment. In the event the Equipment is lost, stolen, damaged, destroyed or otherwise not returned promptly to CIRBN, the Customer agrees to pay the current replacement cost of the Equipment.
- 3.5 Technical Support: If Equipment is inoperable or the Customer requires other technical assistance, support is available to Customers through phone or email in accordance with procedures available on the CIRBN website at www.cirbn.org.
- 3.6 Service and Maintenance Procedures:
 - 3.6.a In the event of a problem with Service or Equipment provided by CIRBN, Customer may contact technical support at the CIRBN 24x7 operations center to report an incident. Contact information is available for the Customer on the CIRBN website: www.cirbn.org. Depending on the nature of the problem, CIRBN may at its

- option schedule an appointment to visit your location. The Customer agrees to cooperate by all reasonable means to allow a CIRBN representative to inspect its facilities and Equipment to resolve a problem. CIRBN's maintenance obligations are suspended during any period when Customer does not provide reasonable access to facilities necessary to access the CIRBN System and/or Equipment.
- 3.6.b The Customer agrees that CIRBN is not obligated to service any customer-provided equipment. In the event that CIRBN determines in its sole judgment that the problem was caused by Customer's equipment, Customer negligence, lack of knowledge, Customer software, Customer-installed wiring or hardware, or any problem not caused by CIRBN, the Customer will pay for the service appointment and reasonable charges for repair. In some cases, CIRBN may decline to undertake a repair in its sole discretion.
- 3.6.c Additional charges may apply for certain maintenance, trouble isolation and support services and if a technician is dispatched. Charges may be per technician, may vary depending on when services are performed (e.g., time of day and weekday, holiday, or weekend) and may include a minimum charge regardless of the actual number of hours worked.
- 3.7 **Return of Equipment:**
- 3.7.a **Portable Equipment:** Upon termination of this Agreement, the Customer must promptly return CIRBN Equipment as identified in Section 3.1 (excluding any Equipment that may be permanently affixed to the Customer's premises) to CIRBN by contacting the CIRBN business office to coordinate a drop-off time. Contact information for the business office can be found on the CIRBN website: www.cirbn.org. CIRBN will, at its option, either a) charge Customer for the replacement cost of the Equipment if CIRBN does not receive the Equipment within 30 days after termination or the Agreement or b) charge or continue to charge in accordance with the Schedule of Fees until CIRBN receives the Equipment.
- 3.7.b **Permanent Equipment:** CIRBN Equipment located at the Customer's premises that is permanently affixed or otherwise covered by a Collocation Agreement, including fiber, remains CIRBN's property and any future use of this Equipment must be authorized by and negotiated with CIRBN. A Collocation Agreement includes any agreement whereby CIRBN has installed "backbone fiber" and other necessary equipment at the Customer site(s) as part of the infrastructure to support the CIRBN System.

4. Customer Obligations & Responsibilities

- 4.1 **Customer Representations & Warranties.** Customer represents and warrants as follows:
- 4.1.a Customer has all necessary power and authority to enter this Agreement and to perform all its obligations under this Agreement and that the party executing this Agreement is at least 18 years old and is authorized to execute the same on behalf of the Customer.
- 4.1.b This Agreement has been duly and validly authorized, executed and delivered by Customer and constitutes its valid and binding obligation.
- 4.1.c Customer holds all required regulatory authorizations, licenses, and permits to perform this Agreement according to its terms.
- 4.1.d Customer's obligations under this Agreement do not conflict with any other agreement.
- 4.1.e Customer will also be bound by the terms of the Agreement, the Service Order, and any additional terms or policies that may appear on the CIRBN website at www.cirbn.org from time to time which are incorporated herein by reference.
- 4.1.f Customers acknowledge that a portion of the CIRBN System was funded through a Federal grant, and that CIRBN may have unique responsibilities under the terms of the grant that may require CIRBN, at its discretion, to take action to maintain its compliance.
- 4.2 **Customer Obligations.** During the term of this Agreement, the Customer agrees to:
- 4.2.a Acknowledge and understand that the terms of this Agreement do not extend beyond the CIRBN System as defined in Section 1.3.
- 4.2.b Ensure that the Customer's use of the Services is in accordance with this Agreement and its purposes.
- 4.2.c Disseminate the policies and purposes of this Agreement to its personnel and agents at each of its sites.
- 4.2.d Ensure that traffic using the CIRBN System to access and use other networks meets all criteria of those networks. Prohibit and prevent any entity not approved for connection by CIRBN from accessing, connecting to or interconnection with the CIRBN System in any manner or by any means.
- 4.2.e Pay the required fees in accordance with the selected Service Plan and Schedule of Fees.
- 4.2.f Pay any separate fees if the Customer uses another service provider to access the CIRBN System.
- 4.2.g Provide appropriate equipment (including terminal equipment and communication devices) to access the CIRBN System and to replace, at its expense, this equipment if it reaches the end of its useful life or at the expiration of the manufacturer's support period. Customer is solely responsible for maintaining such equipment. CIRBN makes no representations or warranties pursuant to this agreement, either express or implied, regarding such equipment including, without limitation, warranties of merchantability, fitness for a particular purpose, non-infringement, accuracy, and integration and specifically disclaims such warranties, whether expressed or implied.
- 4.2.h Assume responsibility for content coming over the CIRBN System, it being acknowledged by Customer that CIRBN provides unfiltered and uncensored access to the Internet.
- 4.2.i Report any breaches or suspected breaches of Customer System, invasions of privacy or violations of confidentiality.
- 4.2.j Acknowledges that CIRBN was a sub-recipient of Federal broadband funding grant and that CIRBN may, in their sole discretion, modify the Agreement, or operations to maintain compliance with the terms and conditions of the grant.
- 4.2.k Comply with all applicable Federal, State or local laws, rules and regulations in connection with the Services, its use of the Services, and this Agreement and cooperate fully with CIRBN or entities with appropriate jurisdiction and/or authority in investigating and policing the use of the CIRBN System.
- 4.2.l On Service Order, provide CIRBN with the name(s), address(es), and contact information, for a) responsible, knowledgeable, and technically qualified contact for Customer, available for contact 24 hours a day, seven days a week to serve as Customer's primary support point of contact with CIRBN for purposes of this Agreement and its performance and b) a primary administrative and billing contact. Customer shall notify CIRBN within 30 days if this information changes.
- 4.2.m Except as provided in Service Order, not to sell, resell, rent, lease, or otherwise share the Services with any third party without the prior written consent of CIRBN. In the event, a Customer provides Service Provider Services to a third party under Section 4.3, the Customer must ensure that any such party agrees to abide by the Terms and Conditions of this Agreement, including but not limited to Sections 3.2, 3.3, 3.7, 4.1, 4.2, 4.3, 6, 7, 8, 9, 10 and 11.
- 4.3 **Restrictions on Use of the Service.** Customer agrees to use the Service in accordance with the following terms and conditions.
- 4.3.a **Service Plan Use.** CIRBN provides three types of monthly service plans: a) Internet Subscriber, b) Intranet Subscriber, and c) Service Provider, as described in the Service Order. Customer acknowledges that its usage of Service is in accordance with its selected Service Plan. In the event CIRBN determines that your Service usage is not in accordance with your Service Order, CIRBN reserves the right, at its sole discretion, to modify your Service Order and Service.
- 4.3.b Network Management.
- 4.3.b.i Except as provided in Service Order, Customer acknowledges that: CIRBN will administer the CIRBN System in accordance with the Service Level Agreement available at www.cirbn.org.
- 4.3.b.ii Which can be updated at any time on the CIRBN website: www.cirbn.org.

5. Fees and Payment

- 5.1 For Services provided under the Agreements, Customer shall pay CIRBN for the Services in accordance with the Schedule of Fees included in Service Order. All applicable excise, value added, utility, sales or use taxes, if any, or other regulatory or other surcharges or cost pass-throughs, shall be billed or charged to Customer as separate items and shall be paid by Customer, or in lieu thereof, Customer shall provide CIRBN with a tax exemption certificate acceptable to the taxing authorities.
- 5.2 **Payment Terms:**
- 5.2.a **Statements.** Upon execution of this Agreement, customer will designate an Administrative/Billing Contact on Service Order as the address to which CIRBN will send billing or other important notifications.
- 5.2.b **Payment Schedule:** Payment must be received before the Service Connection Order. The payment schedule is such that payment is in advance for service of the upcoming month. If the Customer pays more than is due, then the credit balance will be applied to subsequent monthly invoices and the credit will be indicated on the monthly invoice. If payment is not received by the due date, interest charges of 1.5% per month, prorated daily, will be charged on the outstanding balance, and will continue to accrue until the balance is paid in full. The monthly service fee plus any interest charges must be paid in full to bring the account balance in good standing. If balances are not paid in full by due dates, service may be suspended or terminated at the sole discretion of CIRBN. If service is suspended, there will be an activation fee in addition to the monthly payment(s) due plus any interest charges on delinquent balances. If service is terminated due to delinquent payment(s), then the Customer will incur an early termination fee (as described in 2.3.c) associated with the contract balance, as well as any legal and collection costs associated with collecting the balance due. If a customer has service suspended or terminated or has a history of continued late payments, CIRBN may require a deposit from the Customer to reactivate service or continue offering service to the Customer in the future. This deposit would be refundable if, at the end of the contract length, service is not renewed by either party and the account has no balance due. CIRBN will provide to Customer an email statement for each billing cycle showing payments, credit purchases and other charges. A paper invoice is available to be sent through U. S. mail for an additional charge. Customer shall be responsible for all fees associated with any Non-Sufficient Funds (NSF) checks which are returned to CIRBN for the Customer failing to have sufficient funds in the bank to cover any fees and all costs of collection for any outstanding invoices due CIRBN, including but not limited to, reasonable attorney fees and costs.
- 5.2.c **Advance Payments.** Payment for the Services is "in advance" and must be received by CIRBN on or before the first day of the subsequent 30-day billing period (the "Due Date"), except that any overage charges for Services used in excess of Customer's plan will be billed during the month immediately following the overage. All fees, charges and payment obligations of Customer must be paid in U. S. dollars.
- 5.2.a Customer may also incur charges from third party providers that are separate and apart from the amounts billed by CIRBN. These could include, without limitation, purchasing offerings over the Internet, video downloads or interactive options. Customer agrees that all such charges are the Customer's sole responsibility. In addition, the Customer is solely responsible for protecting the security of credit card information provided to others in connection with Customer's transactions with third parties.
- 5.2.d **Disputes:** The Customer must notify CIRBN in writing no later than thirty (30) days after receiving the CIRBN statement if Customer disputes any CIRBN charges on that statement or such dispute will be deemed waived. CIRBN will resolve all billing disputes in its sole discretion. Any chargebacks without CIRBN's prior approval will be subject to applicable service charges as per the company's policy.

6. Use and Control of Information, Privacy

- 6.1 Use of Customer Information. CIRBN may provide Customer information to third parties or governmental entities when required or permitted by law: to establish rights or obligations under this Agreement; or to protect CIRBN's or others' rights or property regarding the Services or the Services of other Customers from fraudulent, abusive, or unlawful use of. Additionally, CIRBN may access and use information regarding your bandwidth usage and performance of your Equipment to perform registration, maintenance, support, and other service-quality activities, verify AUP compliance and network performance.
- 6.2 Use of Marks: Neither CIRBN nor Customer shall directly or indirectly hold itself out as or otherwise create the impression that it is sponsored, authorized, endorsed by, affiliated with, or an agent of the other Party or affiliate or successor thereof, including but not limited to using the name CIRBN or the name of the Customer, or of any affiliate, or any colorable imitation thereof in, or as part of any Party name or trade name (collectively, the "Marks") or in any other confusing or misleading manner without the written consent of the other Party. The Parties acknowledge that all Marks are the exclusive property of the Party that is lawfully registered to hold such Marks. CIRBN may utilize Customer Marks in its advertising with Customer's prior consent. Customer shall not use the Marks for any other purpose without the express written consent of CIRBN.

7. Modifications:

- 7.1 General:
- 7.1.a CIRBN may change this Agreement or the Service, including modifying or deleting any provision of this Agreement, upgrading, changing, discontinuing augmenting, or revising any aspect or feature of the Services, from time to time by notifying the Customer in writing. Such changes will become effective once the Customer has been notified.
- 7.1.b Except as provided in Section 7.2, if the Customer objects to the changed terms, or the terms are materially adverse to the Customer, the Customer may terminate this Agreement and will not be subject to an early termination fee as described Section 2.3.c.
- 7.2 Regular Recurring Charge(s) Update: CIRBN reserves the right to increase monthly fees set out in the Customer's Service Order as specified in 7.2.a.
- 7.2.a Increases in Regular Recurring Charge(s) up to 3% more of the Regular Recurring Charges during the prior Term shall immediately become effective after expiration of the Customer's Initial Term or Renewal Term, as applicable. Customer's ability to terminate the Agreement as specified in 7.1.a. does not apply, to increases made under this paragraph.

8. Disclaimer of Warranties and Exclusion of Liability:

- 8.1 **LIMITATION OF LIABILITY.** UNDER NO CIRCUMSTANCES SHALL CIRBN, ITS EMPLOYEES, AGENTS, OR AFFILIATES BE LIABLE FOR ANY COSTS OR DAMAGES ARISING DIRECTLY OR INDIRECTLY FROM CUSTOMER'S USE OR INABILITY TO USE THE SERVICE OR THE INTERNET INCLUDING ANY INDIRECT, INCIDENTAL, EXEMPLARY, MULTIPLE, SPECIAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES. THIS LIMITATION APPLIES WHETHER THE ALLEGED LIABILITY IS BASED ON CONTRACT, TORT, NEGLIGENCE, STRICT LIABILITY, LOSS OF BUSINESS, OR ANY OTHER BASIS, EVEN IF CIRBN HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGE BECAUSE SOME JURISDICTIONS DO NOT ALLOW THE EXCLUSION OR LIMITATION OF INCIDENTAL OR CONSEQUENTIAL DAMAGES, CIRBN'S LIABILITY IN SUCH JURISDICTIONS SHALL BE LIMITED TO THE EXTENT PERMITTED BY LAW. IN ANY EVENT, THE CUMULATIVE LIABILITY OF ANY CIRBN PARTY TO CUSTOMER FOR ANY AND ALL CLAIMS RELATING TO THE USE OF THE SERVICE WILL NOT EXCEED THE TOTAL AMOUNT OF SERVICE FEES PAID DURING THE THREE MONTHS IMMEDIATELY PRECEDING A CLAIM. CIRBN DOES NOT WARRANT OR GUARANTEE THAT THE SERVICE CAN BE PROVISIONED TO YOUR LOCATION EVEN IF CIRBN HAS ACCEPTED YOUR ORDER FOR THE SERVICE.

Initial _____

- 8.2 THE CIRBN PARTIES SHALL HAVE NO LIABILITY WHATSOEVER FOR ANY CLAIMS, LOSSES, ACTIONS, DAMAGES, SUITS, OR PROCEEDINGS IN CONNECTION WITH THE SERVICES RESULTING FROM: OTHER CUSTOMERS ACCESSING YOUR COMPUTER; SECURITY BREACHES; INABILITY TO ACCESS PREMISES TO PERFORM MAINTENANCE; EAVESDROPPING; DENIAL OF SERVICE ATTACKS; INTERCEPTION OF TRAFFIC SENT OR RECEIVED USING THE SERVICE; CUSTOMER'S RELIANCE ON OR USE OF THE SERVICE INTERRUPTIONS, DELETION OF FILES, ERRORS, DEFECTS REGARDLESS WHEREVER YOUR DATA ARE MAINTAINED; DELAYS IN OPERATION, TRANSMISSIONS, CORRUPTION OF DATA, INVALID DESTINATIONS OR ANY FAILURE OF PERFORMANCE OF THE SERVICE, THE USE OF SERVICE, OR A THIRD PARTY THAT INFRINGES THE COPYRIGHT, PATENT, TRADEMARK, TRADE SECRET, CONFIDENTIALITY, PRIVACY, OR OTHER INTELLECTUAL PROPERTY RIGHTS, PROPRIETARY RIGHTS OR CONTRACTUAL RIGHTS OF ANY THIRD PARTY; THE ACCURACY, COMPLETENESS, AND USEFULNESS OF ALL PRODUCTS OR OTHER INFORMATION; OR THE MERCHANTABILITY OF ANY MERCHANDISE OR OTHER ITEMS PROVIDED OR SOLD BY THIRD PARTY WEB SITES. THE FOREGOING LIMITATIONS APPLY TO THOSE ACTS, OMISSIONS, NEGLIGENCE AND GROSS NEGLIGENCE OF THE CIRBN PARTIES WHICH, BUT FOR THIS PROVISION, WOULD GIVE RISE TO THE CAUSE OF ACTION AGAINST ANY CIRBN PARTY IN CONTRACT, TORT, OR ANY OTHER LEGAL DOCTRINE. YOUR EXCLUSIVE AND ONLY REMEDIES UNDER THIS AGREEMENT ARE EXPRESSLY SET FORTH THIS AGREEMENT. ANY WARRANTY GIVES SPECIFIC LEGAL RIGHTS. YOU MAY ALSO HAVE OTHER RIGHTS UNDER CERTAIN LAWS IN CERTAIN STATES WHICH DO NOT ALLOW THE EXCLUSION OF IMPLIED WARRANTIES, OR THE EXCLUSION OR LIMITATION OF CERTAIN DAMAGES.

Initial _____

- 8.3 **DISCLAIMERS AND WARRANTIES.** EXCEPT AS SPECIFICALLY PROVIDED IN THIS AGREEMENT, THE CUSTOMER ACKNOWLEDGES THAT THE SERVICE IS PROVIDED ON AN "AS IS" AND "AS AVAILABLE" BASIS. CIRBN AND ITS SUPPLIERS AND VENDORS DO NOT WARRANT THAT THE SERVICE WILL BE UNINTERRUPTED, ERROR-FREE OR FREE OF VIRUSES, OR OTHER HARMFUL COMPONENTS. CIRBN AND ITS SUPPLIERS AND VENDORS MAKE NO EXPRESS WARRANTIES AND WAIVE ALL IMPLIED WARRANTIES INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF TITLE, NONINFRINGEMENT, MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE REGARDING ANY MERCHANDISE, INFORMATION OR SERVICE PROVIDED THROUGH CIRBN OR THE INTERNET GENERALLY. NO ADVICE OR INFORMATION GIVEN BY CIRBN, ITS SUPPLIERS OR VENDORS WILL CREATE A WARRANTY.

Initial _____

9. Indemnification:

- 9.1 Customer Indemnification. Customer shall indemnify CIRBN and its partners, parents, subsidiaries, affiliates, directors, officers, employees and agents from and against any claims, demands or liability (including any losses, costs, expense, and attorney's fees) arising out of or resulting from: i) any injury (including death) to persons or damage to property caused by Customer, its agents, or affiliates, either, directly or indirectly; ii) arising from or in connection with any breach or violation by Customer of any of the terms and conditions contained in this Agreement. This Section shall not relieve Customer from any liability it may have for its own negligence, whether by act or omission, and the negligence by act or omission, of its employees, agents, officers, and directors. The obligations contained in this Section shall survive the termination of this Agreement.
- 9.2 CIRBN Indemnification. Subject to the terms and conditions set forth in this Agreement including but not limited to Section 8.1 and 8.2, CIRBN agrees to indemnify and hold harmless the Customer from and against all claims, costs and expenses (collectively, the "Liabilities"), arising from or in connection with any breach or violation by CIRBN of any of the covenants or agreements contained in this Agreement. This Section shall not relieve CIRBN from any liability it may have for its own negligence, whether by act or omission, and the negligence, whether by act or omission, of its employees, agents, officers, and directors. The obligations and covenants contained in this Section shall survive the termination of this Agreement.

10. Breach:

- 10.1 If either party or its agents breaches the terms of this Agreement, the non-breaching party shall provide notice in writing, describing the alleged breach. The breaching party shall have thirty (30) days to cure the breach. In the event, a cure is not reasonably possible within thirty (30) days, CIRBN shall issue a notice to establish a cure period, and the breaching party shall take appropriate steps, in CIRBN's sole discretion, to cure of the breach within such period. In the event such breach is not cured within the applicable period, this Agreement may be terminated by the non-defaulting party without further notice, obligation or liability to the breaching party.

11. Assignment:

- 11.1 Assignment of Agreement; Liability for Unauthorized Use. Customer may not assign this Agreement or any of its obligations hereunder without CIRBN's prior written consent.

12. Miscellaneous:

- 12.1 Notice to CIRBN. All inquiries and notices shall be addressed to CIRBN at contact identified on CIRBN website at www.cirbn.org.
- 12.2 Choice of Law. This Agreement will be governed by the laws of the State of Illinois, without reference to its choice of law rules. Any disputes shall be finally resolved by McLean County, Illinois courts.
- 12.3 Entire Agreement: This Agreement consists of all the terms and conditions contained herein which articulate the full and complete understanding of the Parties pertaining to the subject matter of this Agreement. This Agreement supersedes any prior or subsequent understandings, proposal, representations, discussions, and/or agreements (oral or written), absent a specific reference therein superseding this Agreement.

- 12.4 Survival. To the extent permitted by law paragraphs 3, 4.2, 5.1, 7, 8, 9 shall survive the termination of this Agreement.
- 12.5 Severability. If any provision of this Agreement is declared or found to be illegal, unenforceable, or void, the Parties shall negotiate in good faith to agree on a substitute provision that is legal and enforceable and is as nearly possible consistent with the intentions underlying the original provision. If the remainder of this Agreement is not materially affected by such declaration or finding and is capable of substantial performance, then the remainder shall be enforced to the extent permitted by law.
- 12.6 Force Majeure. Notwithstanding any other provision of this Agreement, neither party shall be deemed in default of this Agreement for delay, failure in performance, loss or damage due to any of the following force majeure conditions: fire, strike, embargo, explosion, power irregularities, earthquake, nuclear accident, volcanic action, flood, war, the elements, labor disputes, civil or military authority, acts of God or public enemy, inability to secure products or transportation facilities, acts or omissions of common carriers or other causes beyond their reasonable control, whether or not similar to the foregoing. Any delay resulting from force majeure shall extend performance accordingly or excuse performance, in whole or in part, as may be reasonable.
- 12.7 Remedies. The rights and remedies of Customer hereunder shall not be mutually exclusive, i.e., the exercise of one (1) or more of the provisions hereof shall not preclude the exercise of any other provision hereof. Customer acknowledges, confirms, and agrees that damages may be inadequate for a breach or a threatened breach of this Agreement and, in the event of a breach or threatened breach of any provision hereof, the respective rights and obligations hereunder shall be enforceable by specific performance, injunction or other equitable remedy. Nothing contained in this Agreement shall limit or affect any rights at law or by statute or otherwise for a breach or threatened breach of any provision hereof, it being the intent of this provision to clarify that the respective rights and obligations of the Parties shall be enforceable in equity as well as at law or otherwise.
- 12.8 No Third-Party Rights. This Agreement is made only between the Parties hereof and shall not established rights in any third-party beneficiary or otherwise.
- 12.9 Headings. The section headings in this Agreement are inserted as a matter of convenience and in no way define, limit, or describe the scope of extent of such section, or affect the interpretation of this Agreement.
- 12.10 Interpretation. The construction of this Agreement shall not be construed against the Party causing its preparation but shall be interpreted based on the plain meaning of the terms used which have been reviewed by both parties in consultation with their respective counsel. Should any provision of this Agreement be found for any reason to be illegal or unenforceable, the same shall not affect the validity and of the remaining portions of this Agreement.

Signatures:

CIRBN, LLC

McLean County Unit #5 School District

By: _____

By: _____

Name: Mark DeKeersgieter

Name: _____

Title: Executive Director

Title: _____

I have authority to bind the CIRBN, LLC

I have authority to bind the CUSTOMER

Date: _____

Date: _____



SERVICE ORDER

The terms and conditions of this Service Order are in addition to the CIRBN Customer Service Agreement by and between CIRBN and the Customer.

Contract Date: March 20, 2024

1. Customer's Information:

Organization Name: McLean County Unit #5 School District
Account/Billing Number: 24726-030-027
Contract Number: 24726-030-027-06

PRIMARY CONTACT:

NAME/TITLE: Dave Schumer/Technology Director
PHONE NUMBER: 309-557-4013 **EMAIL:** schumedc@unit5.org

BILLING CONTACT:

NAME/TITLE: Kathy Scott/Payable Clerk
PHONE NUMBER: 309-557-4000 **EMAIL:** scottk@unit5.org
BILLING ADDRESS: 1809 West Hovey Normal, IL 61761

IT CONTACT:

NAME/TITLE: Dustin Behrens/Network Administrator
PHONE NUMBER: 309-557-4091 **EMAIL:** behrensd@unit5.org

OUTSIDE IT CONTACT: NO

NAME/TITLE:
PHONE NUMBER: **EMAIL:**

SERVICE CONNECTION DATE: 07/01/2024
SERVICE CONTRACT TERM: 07/01/2024 to 06/30/2029 (60 months)

2. Equipment & Customer Site Identification Information:

Equipment is owned and deployed by CIRBN

Make	Model	Description
CISCO	ME-3400- 2CS-A	Metro Ethernet Access Switch and other associated cable and optics
Ciena	3922	Metro Ethernet Access Switch and other associated cable and optics

Your customer site identification is a unique name associated with your connection at a specific Customer site that CIRBN will use to manage your connection to the Network. CIRBN may also use your customer site identification to assist in troubleshooting any Network connection or service issues you may experience.

Customer Site Identification:

Customer Site ID	Customer Site Name	Customer Site Address
Normal – 537	Eagle Road Resource Center	2022 Eagle Rd., Normal, Il 61761
Normal – 539	Transportation Department	2000 Eagle Rd., Normal, Il 61761
Normal – 536	Fairview Elementary School	416 Fairview St., Normal, Il 61761
Normal – 651	Kingsley Junior High School	303 Kingsley, Normal, Il 61761
Normal – 571	Oakdale Elementary School	601 Adelaide, Normal, Il 61761
Normal – 545	Normal Community West High School	501 N. Parkside Rd., Normal, Il 61761
Normal -771	Parkside Elementary School	1900 W. College Ave., Normal, Il 61761
Normal – 565	Parkside Junior High School	101 N. Parkside Rd., Normal, Il 61761
Normal – 574	McLean County Unit Dist 5 Office	1809 W. Hovey Ave., Normal, Il 61761
Bloomington – 617	Fox Creek Elementary School	3910 Timberwolf Trail, Bloomington, Il 61705
Bloomington – 618	Pepper Ridge School	2602 Danbury Dr., Bloomington, Il 61705
Bloomington – 611	Brigham Elementary School	201 Brigham School Rd., Bloomington, Il 61704
Bloomington – 662	Cedar Ridge Elementary School	2808 Breezewood Blvd., Bloomington, Il 61704
Bloomington – 650	George L. Evans Junior High School	2901 Morrissey Dr., Bloomington, Il 61704
Bloomington – 633	Benjamin Elementary School	6006 Ireland Grove Rd., Bloomington, Il 61704
Towanda – 481	Towanda Elementary School	304 S. East St., Towanda, Il 61776
Normal – 641	Normal Community High School	3900 E. Raab Rd., Normal, Il 61761

Normal – 660	Grove Elementary School	1101 N. Airport Rd., Normal, Il 61761
Normal – 538	Northpoint Elementary School	2602 E. College Ave., Normal, Il 61761
Normal – 541	Sugar Creek Elementary School	200 N. Towanda Ave., Normal, Il 61761
Normal – 567	Colene Hoose Elementary School	600 Grandview Dr., Normal, Il 61761
Normal – 585	Glenn Elementary School	306 Glenn Ave., Normal, Il 61761
Normal – 613	Chiddix Junior High School	300 S. Walnut St., Normal, Il 61761
Normal – 547	Eugene Field Special Services	412 E. Cypress St., Normal, Il 61761
Normal – 657	Prairieland Elementary School	1300 E. Raab Rd., Normal, Il 61761
Hudson – 426	Hudson Elementary School	205 S. McLean St., Hudson, Il 61748
Normal – 2368	Kern Street Warehouse	902 Kern St., Normal, Il 61761

3. **Customer Service Plan Options:**

Subscribers - Internet

Internet Subscribers can only utilize Internet bandwidth (bandwidth to access systems/services outside of the Network) and do not have access to Intranet resources through CIRBN. Cost of this service is dependent upon the number of sites being serviced. CIRBN will provide Internet addresses to support the connectivity of computers and other devices associated with an Internet subscriber network.

Subscribers - Intranet

Intranet Subscribers can only utilize Intranet bandwidth (bandwidth within the Network) and do not have access to Internet resources through CIRBN. Cost of this service is dependent upon the number of sites being serviced. CIRBN **will not** provide Internet addresses to support the connectivity of computers and other devices associated with an Intranet subscriber network.

Subscribers – Internet & Intranet

Internet & Intranet Subscribers consume both Internet (bandwidth to access systems/services outside of the Network) and Intranet bandwidth (bandwidth within the Network). Cost of this service is dependent upon the level of Internet service being

sought and the number of sites being serviced. CIRBN can provide Internet addresses to Internet Subscriber Customers to support the connectivity of computers and other devices associated with the Customer network.

Service Providers

Organizations that are Service Providers resell Internet bandwidth and/or provide services consumed by users. Through CIRBN, these organizations can purchase Internet bandwidth at a graduated cost per unit. Except for the Equipment, a Service Provider is responsible for all costs and/or equipment necessary to connect to the CIRBN infrastructure.

Fiber Maintenance and Restoration

Organizations that are CIRBN Internet/Intranet Subscribers or Service Providers can purchase fiber maintenance and restoration services if they would like CIRBN to manage their fiber assets. Customer understands that CIRBN cannot manage fiber assets where CIRBN does not have an easement or fiber is not in the public right-of-way.

Dedicated Internet Access Service:

Organizations that are Service Providers who meet the criteria above and require a higher level of service than outlined in the standard CIRBN Service Level Agreement found on www.cirbn.org, may utilize CIRBN’s Dedicated Internet Access Service. In addition to the standard Service Level Agreement, increased service levels include: Network Latency - Is defined by CIRBN as the round-trip delay for a packet traveling through CIRBN’s network to and from a major U.S. Internet peering location located in Chicago, Illinois. CIRBN guarantees a round-trip latency of 50 milliseconds or less.

- **Packet Loss** - CIRBN’s standard is no more than 0.5% packet loss across the shared network backbone.
- **Jitter** - CIRBN network will provide jitter of less than 5 milliseconds between any two nodes on the network backbone.

4. Schedule of Fees

Regular Recurring Charge(s)

Name	Service	Quantity	Cost
Normal – 537	Internet & Intranet	10 Gb/s	\$1,689.54
Normal – 539	Intranet	1Gb/s	\$103.86
Normal – 536	Intranet	1Gb/s	\$103.86
Normal – 651	Intranet	1Gb/s	\$103.86
Normal – 571	Intranet	1Gb/s	\$103.86

Normal – 545	Intranet	2 Gb/s *	\$103.86
Normal – 771	Intranet	1 Gb/s	\$103.86
Normal – 565	Intranet	1 Gb/s	\$103.86
Normal – 574	Intranet	1 Gb/s	\$103.86
Bloomington – 617	Intranet	1 Gb/s	\$103.86
Bloomington – 618	Intranet	1 Gb/s	\$103.86
Bloomington – 611	Intranet	1 Gb/s	\$103.86
Bloomington – 662	Intranet	1 Gb/s	\$103.86
Bloomington – 650	Intranet	1 Gb/s	\$103.86
Bloomington – 633	Intranet	1 Gb/s	\$103.86
Towanda – 481	Intranet	1 Gb/s	\$103.86
Normal – 641	Intranet	2 Gb/s *	\$103.86
Normal – 660	Intranet	1 Gb/s	\$103.86
Normal – 538	Intranet	1 Gb/s	\$103.86
Normal – 541	Intranet	1 Gb/s	\$103.86
Normal – 567	Intranet	1 Gb/s	\$103.86
Normal – 585	Intranet	1 Gb/s	\$103.86
Normal – 613	Intranet	1 Gb/s	\$103.86
Normal – 547	Intranet	1 Gb/s	\$103.86

Normal – 657	Intranet	1 Gb/s	\$103.86
Hudson – 426	Intranet	1 Gb/s	\$103.86
Normal – 2368	Intranet	1 Gb/s	\$103.68
IP Address Range	/29 – Gateway	4 Usable IPs	Included
IP Address Range	/26 – To be routed to Unit 5		Included
Total Customer Monthly Cost			\$4,389.90

- The two high schools will be upgraded to 2Gb/s for no additional costs.

Non – Recurring Charges

Service Description	Quantity	Cost
One-Time Connection, Configuration & Provisioning	27 Sites	WAIVED
Total Customer NRC Cost		WAIVED

5. Billing Schedule:

Payment for the Services is "in advance" and must be received by CIRBN on or before the first day of the Service Connection Date. The due date for all subsequent bills will be on the first date of the month. All fees, charges and payment obligations of Customer must be paid in U.S. dollars. Customer may pay for more than one month of service upfront if they wish.

Information regarding where to send payment will be included on each bill and is also available on CIRBN's website:

www.cirbn.org.

Customer's Signature:

Authorized Signature

Date

Print Name

Title



VOLUNTARY RENEWAL OPTION TERM AND PRICING

January 24, 2024

McLean County School District Unit 5
David Schumer
Director of Technology
1809 W Hovey Ave
Normal, IL 61761-4315

David:

CIRBN LLC appreciates the opportunity to submit a proposal to Mclean County School District 5 to address your internet and connectivity needs. This document contains the response from CIRBN, LLC to the E-Rate bid request (Form 470, Application Number: 240008038) submitted by your organization on December 18, 2023.

This proposal includes the service level and the monthly cost to deliver fiber optic internet services, IPv4 addresses, the customer premise equipment, associated cables, and optics to your organization for all sites in scope.

Our USAC Service Provider Identification Number (SPIN) is 143036797. If you have any questions regarding this proposal, please contact info@cirbn.org or (309) 820-7321 for assistance.

We appreciate the opportunity to service your technology needs.

Sincerely,

Mark DeKeersgieter
Executive Director



Organization: McLean County School District Unit 5

USAC Billed Entity Number: 136244

Service Type: Internet and WAN Subscription

Internet connectivity for the entire organization: 10 Gb/s for both upload/download speed, delivered at the Eagle Road Resource Center

IP Addresses: Two (2) IP address ranges will be included and assigned:

- /29 address range to be used as the gateway, includes 4 usable Static IP addresses
- /26 address range to be routed to Unit 5

Equipment: Included

Site Addresses To Be Served, Service Terms, and Pricing: See attached

If you have any questions regarding this proposal, please contact info@cirbn.org or (309) 820-7321 for assistance.

CIRBN					
List of Site Names	Address	City	Current Speed	Upgrade Speed	Voluntary Renewal Optional 60-MonthTerm: 07/01/29 - 06/30/34
Hudson Elementary School	205 S Mclean St.	Hudson	1 Gbps		\$ 89.99
Towanda Elementary School	304 S East St.	Towanda	1 Gbps		\$ 89.99
Fairview Elementary School	416 Faiview St.	Normal	1 Gbps		\$ 89.99
Northpoint Elementary School	2602 E College Ave.	Normal	1 Gbps		\$ 89.99
Transportation Department	2000 Eagle Rd.	Normal	1 Gbps		\$ 89.99
Sugar Creek Elementary School	200 N Towanda Ave.	Normal	1 Gbps		\$ 89.99
Normal Community West High School	501 N Parkside Rd.	Normal	1 Gbps	2 Gbps *	\$ 89.99
Eugene Field Special Services	412 E Cypress St.	Normal	1 Gbps		\$ 89.99
Parkside Junior High School	101 N Parkside Rd.	Normal	1 Gbps		\$ 89.99
Colene Hoose Elementary School	600 Grandview Dr.	Normal	1 Gbps		\$ 89.99
Oakdale Elementary School	601 Adelaide	Normal	1 Gbps		\$ 89.99
McLean County Unit Dist 5 Office	1809 West Hovey Avenue	Normal	1 Gbps		\$ 89.99
Glenn Elementary School	306 Glenn Ave.	Normal	1 Gbps		\$ 89.99
Brigham Elementary School	201 Brigham School Road	Bloomington	1 Gbps		\$ 89.99
Chiddix Junior High School	300 S Walnut St.	Normal	1 Gbps		\$ 89.99
Fox Creek Elementary School	3910 Timberwolf Trail	Bloomington	1 Gbps		\$ 89.99
Pepper Ridge School	2602 Danbury Dr.	Bloomington	1 Gbps		\$ 89.99
Benjamin Elementary School	6006 Ireland Grove Road	Bloomington	1 Gbps		\$ 89.99
Normal Community High School	3900 E Raab Rd.	Normal	1 Gbps	2 Gbps *	\$ 89.99
George L. Evans Junior High School	2901 Morrissey Dr.	Bloomington	1 Gbps		\$ 89.99
Kingsley Junior High School	303 Kingsley	Normal	1 Gbps		\$ 89.99
Prarieland Elementary School	1300 E Raab Rd.	Normal	1 Gbps		\$ 89.99
Grove Elementary School	1101 N Aripport Rd.	Normal	1 Gbps		\$ 89.99
Cedar Ridge Elementary School	2808 Breezewood Blvd.	Bloomington	1 Gbps		\$ 89.99
Parkside Elementary School	1900 W Colleg Ave.	Normal	1 Gbps		\$ 89.99
Kern Street Warehouse	902 Kern Street	Normal	1 Gbps		\$ 89.99
Eagle Road Resource Center - Headend (25 Aggregate)	2022 Eagle Road	Normal	10 Gbps		\$ 1,211.47
Monthly Cost of Service					\$ 3,551.21

* The two high schools will be upgraded to 2Gbps at no additional cost

Monthly cost of service includes all CIRBN Customer Premise Equipment (CPE) and two (2) IP address ranges (/29 and /26)

Exhibit - Overnight Trip Request Form

This form is to be submitted to the Board of Education for prior approval of all trips by students that involve overnight stays, out-of-state destinations, and/or a distance of 200 or more miles from school.

School(s): Normal Community

Student(s)/Grade(s)/Group(s) Participating: Boys Tennis Team

Dates of Trip (inclusive): 3/29 & 3/30 No. of School Days Missed: 0

Destination(s): Edwardsville, IL (Edwardsville High School)

Reason for Trip: Tennis Invite

Educational Club Athletic Contests Special Education Team Other

Name(s) of Supervisor(s): Roger Juers

Mode of Transportation: District White BUs Provided by: Unit 5

Participant Costs: \$600 Paid by: Boys Tennis Program

District Cost: \$0

Other Pertinent Information: _____

The boys tennis team will leave NCHS on the morning of Friday, March 29th. They will compete in the Edwardsville Invite during the afternoon and evening of 3/9. They will return to competition on Saturday, 3/30 and will return to Normal Saturday night, March 30th.

Signature of Principal:  _____

Date: 3/14/2024

Board of Education Approval Yes No

Date: _____