



**REGULAR MEETING OF THE BOARD OF EDUCATION
LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204**

**Virtual Meeting
100 South Brainard Avenue
La Grange, Illinois 60525
Monday, March 15, 2021 - 7:00 PM**

AGENDA

Notice is hereby given that the meeting will be held virtually as the District finds it is not prudent to hold the meeting in person due to the Gubernatorial Disaster Proclamation extended to April 4, 2021. Details to join the meeting via Zoom and how to address the Board will be posted on the BOE Meeting Dates page on the District's website.

Notice is hereby given that in accordance with ILCS 5/24-12 the Board will hold a virtual public hearing to receive comments on the Administration's proposal to conduct a reduction-in-force of teaching positions. Any person desiring to present comments at the public hearing should contact the District Office at ldombro@lths.net by 5:00 PM on March 15, 2021, for specific instructions on how to address the Board.

I. OPENING & ROLL CALL (7:00)

II. AGENDA APPROVAL/ORDER OF BUSINESS (7:00)

Approval of agenda as prepared or members may request consideration of modification to the agenda. Changes will be determined by a majority of the Board.

III. CLOSED SESSION (7:00)

Recommended adjournment into Closed Session to discuss pending or probable litigation against, affecting or on behalf of the public body; collective negotiating matters or deliberations for one or more classes of employees; and the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee or legal counsel for the public body.

IV. OPEN SESSION & PLEDGE (7:30)

V. PUBLIC HEARING: PROPOSED REDUCTION-IN-FORCE OF TEACHING POSITIONS (Mr. Piotrowski) (7:30)

VI. COMMUNICATIONS - Public Comment (7:35)

VII. STUDENT REPRESENTATIVE TO THE BOARD OF EDUCATION REPORT

(Ms. Meehan) (7:45)

VIII. SUPERINTENDENT'S DISTRICT REPORT (7:50)

A. Preliminary Report on Staffing Needs

B. Miscellaneous

C. Monthly FOIA Report

IX. UNFINISHED BUSINESS (8:15 PM)

A. Action

1. Technology Fee Recommendation (Mr. Eggerding, Mr. Stachacz)

X. NEW BUSINESS (8:25)

A. Action

1. Capstone Courses and Courses with Enrollments Under 18 (Mr. Piotrowski)

2. Administrative Staff Contract Renewals for 2021-2022 (Mr. Piotrowski)

3. Administrative and Certified Staff Non-Tenured Employment Recommendations for 2021-2022 - 1st Reading (Mr. Piotrowski)

4. Resolution Authorizing the Honorable Dismissal or Reduction of Teachers for 2021-2022 - 1st Reading (Mr. Piotrowski)

5. Instructional Aide/Paraprofessional Staff Employment Recommendations for 2021-2022 - 1st Reading (Mr. Piotrowski)	
6. 2021 Summer Workshop Proposals - 1st Reading (Mr. Eggerding)	10
B. Information	
1. COVID-19/IDPH Guidance Update (Dr. Waterman)	
2. School Board Calendar for April 2021	
XI. CONSENT AGENDA (9:10)	
A. Payment of Bills and Financial Statements (Mr. Stachacz)	
1. Lyons Township High School - Approval is requested for payment of bills within various funds	56
2. Lyons Township High School - The financial statement for the month ending February 28, 2021, is presented for Board approval	57
3. LaGrange Area Department of Special Education (LADSE) - Approval is requested for payment of bills within various funds	60
4. LaGrange Area Department of Special Education (LADSE) - The financial statement for the month ending February 28, 2021, is presented for Board approval	61
B. Human Resources (Mr. Piotrowski)	
1. LTHS Certified and/or Classified Staff Employment Recommendations	62
2. LADSE Staff Employment Recommendations	64
3. LADSE Ratification of Employee Dismissal Actions	
C. Minutes	
1. Regular Meeting - February 16, 2021 - Open and Closed Sessions	
2. Curriculum Committee - March 9, 2021	
3. Committee of the Whole - March 9, 2021	
4. Finance Committee - March 10, 2021	
5. Technology Committee - March 10, 2021	
6. Human Resources Committee - March 11, 2021	
D. Release of Closed Session Documentation	
XII. ADJOURNMENT (9:15)	

LYONS TOWNSHIP HIGH SCHOOL



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SCOTT D. EGGERDING
Director of Curriculum and Instruction

TO: Tim Kilrea
Board of Education

FROM: Scott Eggerding, Brian Stachacz, and Ed Tennant

DATE: March 10, 2021

RE: Technology Fee Recommendation

INFORMATION:

Logistics and Communication:

Following the February meeting, additional information about the logistics of Chromebook distribution and communication was requested. Documents are attached.

Middle School Fees:

Additional information was also requested about middle school/junior high technology fees. The following fees are charged to 8th grade students at the following Districts/school:

District 101 (McClure):	\$100
District 102 (Park):	\$50
District 105 (Gurrie):	\$15
District 106 (Highlands)	\$0 (Insurance built into \$50 registration fee)
District 107 (Pleasantdale)	\$145

1 to 1 Planning and Troubleshooting Committee:

In the coming weeks, a committee will be formed to troubleshoot and develop processes and procedures for 1 to 1 roll-out and implementation. Members will include the Director of Curriculum and Instruction, the Director of Technology, both Associate Principals, 2 Assistant Principals, 2 TEC Coaches, and 2 teachers. This committee will:

- Develop school-wide norms for 1 to 1 usage.
- Finalize training for staff.
- Develop training for students, including Internet Safety Training.
- Develop tutorials for parents.
- Review spaces in both buildings to accommodate charging, help-desk functions and troubleshooting.

Policy Update:

Suggested language (modified from Glenbard District 87 and attached) should be reviewed by our legal counsel and included prior to the fall. Draft policy attached.

Fee Recommendation:

With the decision in December to move to a 1 to 1 roll-out for the whole school in the fall of 2021, we have determined the specifications of the laptops, a pool of funds to address repair/replacement and other costs associated with student devices and laptop security.

We have also reviewed the costs other schools charge for technology, including device cost, technology support, and, in some cases, registration fees. On average, schools charge \$175 per student for use of a laptop and the associated insurance and fees. For those schools that do not charge a separate fee, their overall registration in \$300 or more, while ours is only \$25.

The following chart shows the impact a \$150 fee would have to offset costs for purchasing laptops, providing extra stock for loaner/repair/replacement, and other costs associated with equipping each student with a laptop (protective case or sleeve, security features, charging cord, peripherals, etc.).

Proposed Digital Learning Fee Five-Year Projection

Est. # of Students Paying	3500					
Fee	150					
# Of Student Laptops To Purchase by School Year		4000	0	1300	1300	1300
Laptop Cost	325					
		<u>School Year</u>	<u>School Year</u>	<u>School Year</u>	<u>School Year</u>	<u>School Year</u>
		<u>20-21</u>	<u>21-22</u>	<u>22-23</u>	<u>23-24</u>	<u>24-25</u>
Revenue:		0	525,000	525,000	525,000	525,000
Expense:		1,000,000	0	422,500	422,500	422,500
Annual Net Result		(1,000,000)	525,000	102,500	102,500	102,500
Cumulative Net Result		(65,000)				

Based on a \$150 fee, the initial investment of laptops as well as the subsequent annual purchases would be recouped by the 2025-26 school year allowing for approximately \$100,000 annually to be applied toward updates to technology infrastructure beginning in the fall of 2026.

RECOMMENDATION:

Approve the \$150 technology fee beginning with registration for the 2021-22 school year.

1 to 1 Computing at LTHS: Vision, Purpose, and Logistics



Technology Vision:

Students and teachers need access to necessary learning tools every day.

Technology Purpose:

LTHS supports the appropriate use of technology tools to enhance teaching and learning.

- The entire LTHS community engages with technology on a regular basis to communicate, collaborate, create, solve problems and access information in an effective, efficient and ethical manner.
- Engaged learners use and interact with technology to enhance learning and become digital citizens.
- Teachers facilitate and inspire student learning through the use of technology to design and develop digital-age learning experiences and authentic assessments.

The 1:1 program at Lyons Township High School will:

- Allow students to drive their own learning
- Engage students in the learning process
- Encourage and support collaboration
- Require critical thinking
- Foster student creativity
- Create global connections

All District 204 students are issued a district-owned and managed Chromebook that students are expected to use on a daily basis in school. Our Chromebook management system allows the district to quickly and efficiently make changes to software and device settings ensuring all students have access to required instructional resources including specialized assessment programs that are only available on the Chromebook platform. District 204 operates a Chromebook service center (The ChromeDepot) in the Library at each campus to support and maintain a fleet of Chromebooks for all students. Students are prohibited from bringing their personal computer to school since not all instructional resources are supported and so their personal device is not lost, damaged or stolen at school. Further, District 204 technicians can only support district-owned devices including configuration changes, maintenance and repairs.

Technology Fee

Each student will be assessed a technology fee of \$150 annually that provides:

- A District-owned Chromebook.
- Access to all digital applications and programs necessary for their coursework, activities and athletics.
- Access to a District network .

Student Expectations

- Students are expected to have their school issued Chromebook, fully charged, with them daily.
- Students are expected to check their school email and Canvas messages daily.
- Students are expected to maintain their Chromebook in good repair.
- Students are expected to visit the ChromeDepot as soon as possible if their school issued Chromebook is damaged, lost or stolen.
- Additional Chromebook norms can be found in the student handbook and will be reviewed with all students annually.

Distribution

Laptops will be distributed during regular processing at the start of the school year. Students will pick up their laptops at the campus where they attend. Unless a student has an issue with the Chromebook, they will keep the same Chromebook for all four years at LTHS. Students will return the Chromebook over the summer.

Students will receive:

- A District-owned Chromebook.
- A charging cord.
- A protective case.

Student will have:

- A single sign-on for access to all necessary applications.
- Access to Infinite Campus, Canvas, Google Suite (including Gmail, Google Drive, Sheets and Slides) and other applications as needed.
- Anti-SPAM, anti-virus, anti-malware and safe-search functions to protect students from outside threats and keep students from accessing sites that are not education related and/or unsafe.
- Access to printing and additional technology at school necessary to achieve curricular goals.

Parents will have:

- Access to Infinite Campus to check grades and transcripts, attendance and behavior records, and other documents and plans developed by LTHS.
- Ability to access Canvas to view details of course activities and assignments.
- Tutorials on how to use Infinite Campus and Canvas.
- Clear expectations for technology use, repair, disposal and access as outlined in District Policy and explained in procedures developed to implement the policy.

Teachers will have:

- Training on the functionality of student devices.
- Access to programs and software necessary to deliver course content.
- Access to programs and software that facilitate virtual and asynchronous student interaction.
- Ability to monitor student devices in their classroom.

Chromebook Repairs and Fees

- There are no student fees for maintenance or Chromebook repairs due to normal use, wear and manufacturer's defects.
- Accidental damage to a district owned Chromebook will be repaired at no cost to the student in most cases. Students need to report the damage to the ChromeDepot and bring it in for a free evaluation. District 204 may assess a repair fee in the following situations:
 - Damage is due to willful neglect, misuse, or intentional damage
 - Damage due to fire, floods or biological hazards
- Repair fees, when applicable, are determined by the cost of the replacement part(s); there are no mark-ups, sales tax or fees for labor.
- If a Chromebook is lost or stolen, the student is responsible for the replacement cost of the device.

Chromebook Loaner Programs

- Daily Loaners: As a courtesy, students may check out a Chromebook for use at school during the school day if they forget to bring their school issued Chromebook. Students may check out a loaner up to three times per month. Daily loaners must remain in school and be returned by 3:30 the same day they were checked out. Daily loaners not returned by the end of the school day will be disabled after 3:30 pm and count as two check out days. Students are not allowed to check out more than one daily loaner at a time.
- Long-Term Loaners: a student will be temporarily assigned a Chromebook to use at school and home as long as needed while their school-issued Chromebook is being evaluated or repaired.

Infinite Campus

Infinite Campus (IC) is LT's Student Information System. It contains demographic and contact information for students, parents and staff. It's the system that manages enrollments and schedules for students and teachers. It tracks attendance, behavior, grades, transcripts, fees, transportation, health & immunization compliance and much more. It facilitates communications among staff, students and parents. The IC Portal is the way students and parents interact with the system.

Canvas

Canvas is LT's Learning Management System (LMS). It's the system used by teachers and students to share important information, assignments, quizzes and projects for specific classes. All LT students and teachers have accounts and are enrolled in the system for the courses on their schedules. Parents may create "Observer" accounts linked to their child(ren).

Digital Health and Wellness

Digital health and wellness is an important parent-child discussion to revisit frequently. Outside of school, parents bear responsibility for the same guidance of Internet use as they exercise with information sources such as cell phones, television or movies. It is the sole responsibility of the parent(s) to supervise the student's use of the technology device when off school grounds or outside of school.

Internet Access at Home and School

Chromebooks have access to the internet only when connected to wifi. The Chromebook is filtered at school for appropriate content in compliance with the Child Online Protection Act. If parents provide Internet access outside of school, they are responsible for monitoring that access. Students will have access with personal devices and phones, with certain sites filtered and blocked while in use at school. Parents may consider filtering and blocking inappropriate content on wireless home networks.

1 to 1 Chromebook FAQ

How will LT initially distribute devices?

Devices will be provided to students during Book Pick-Up Days.

Where and when can students obtain assistance with their Chromebooks / report technical issues?

Each campus will have a student chromebook HelpDesk, known as the ChromeDepot, staffed by members of the Tech Services team. At South Campus, the ChromeDepot will be located in the Library – Room A109D. At North Campus, the ChromeDepot will be located on the lower level of the library, Room 44A, accessible via the Library and the lower level main cross hall. Hours of operation for the ChromeDepot will be 7:00-3:30 school days. Students will be able to come to the ChromeDepot during the day during lunch or lunch study, during passing periods, and even during a class with a teacher pass.

What items are students expected to bring to school with them each school day?

Students should bring their assigned Chromebooks, fully charged and ready to use in their protective cases, every day.

Students are expected to leave the power adapters at home to charge their units in preparation for the next school day. A limited number of locations will be made available within the school for device charging while the students are present in those locations. Students are not to leave their assigned devices in those locations when they, themselves, are elsewhere in the buildings.

Will the ChromeDepot offer loaner devices?

Yes, loaners and/or replacement devices will be available for students experiencing technical issues with the devices they've been assigned. The district reserves the right to determine whether devices brought in for service will be returned to students after repairs, or if the loaners will become the new "permanent" assignments for students.

Will students retain the Chromebooks during summer break?

In general, students will return their devices at the end of the spring semester. This will allow the district to inspect and service devices over the summer to ensure they are ready for service for the following fall semester. Students enrolled in LT Summer Academic program courses will be allowed to retain them throughout the summer school terms for which they're enrolled but will be expected to return them at the conclusion of their summer term courses. Students withdrawing from LT mid-year are expected to return their devices (and accessories) as part of their exit process. Students will be charged full replacement costs for devices and accessories not returned in accordance with the defined schedule.

What happens if a Chromebook is damaged?

Damaged units are to be returned to the ChromeDepot. Technicians will collect reports related to the circumstances of the damages and will determine if damages are repairable. Damages resulting from negligence or intentional activities will result in charges to the student's Infinite Campus Fees account. Repair fees will not exceed the replacement cost of the unit. A menu of repair fees will be posted to the program's web page, identifying standard charges for common repair types.

What happens if a Chromebook is lost, missing or stolen?

Reports of lost, missing and stolen devices and accessories must be made to the ChromeDepot as soon as the situation is identified, in order to avoid charges for the items being added to the students' Infinite Campus Fees accounts. Investigations will occur and district tools / features may be employed to disable and/or locate such items. Assistant Principals and/or local law enforcement will be involved, as necessary, and the district reserves the right to pursue disciplinary and/or criminal proceedings against individuals involved.

Is it permissible for a student / family to obtain service or replacement of a device / accessory outside of LT?

It is absolutely not permissible for a student/family to obtain service on a district device or accessory outside the school and may not replace items through any source beyond the school.

Is it permissible for students to remove, replace or customize the protective cases provided by LT?

Students may not remove or replace the protective cases provided by LT. Students are encouraged to transport the Chromebooks between home and school in padded / protective backpacks or other school bags of their choosing (not supplied by LT) but may not remove the protective case supplied by the school. Devices and accessories may not be marked, painted or otherwise customized, including adornment with glue or adhesive stickers or decals of any sort.

Can students / families opt out of the program?

No. All students are required to use a district issued Chromebook for their academic studies. These devices will be integral to classroom instruction, and without a device, students will be unable to fully participate in classroom activities and assignments. Just as textbooks may be required for a class, a Chromebook will be required for use in class.

Are families purchasing Chromebooks through the payment of the annual Tech Fee?

No. Similar to the operation of the District Textbook loan program and the associated fee, ownership of the Chromebooks is retained by the district throughout their useful lives as this ensures the district can manage, maintain and service the devices, as well as the software, utilities and services installed on the units and/or accessed via the devices. The Tech Fee provides access to district technology resources beyond the devices, as well to maintenance and support services directly associated with the Chromebooks.

What happens to the Chromebooks at the end of their useful lives within the district?

The district will assess the conditions and residual values of all Chromebooks at the end of their useful lives within the district. Market conditions and opportunities will be considered prior to the making of a disposal recommendation to the Board of Education.

LYONS TOWNSHIP HIGH SCHOOL




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SCOTT D. EGGERDING
Director of Curriculum and Instruction

TO: Tim Kilrea
Board of Education

FROM: Scott Eggerding 

DATE: March 9, 2021

RE: Summer Curriculum and Program Development Workshops – First Reading

INFORMATION:

For summer work requiring board approval of expenditure, a proposal, review and approval process is utilized involving Division Chairs and the Director of Curriculum and Instruction. The approval process includes prioritized criteria, submission of proposals, adherence to timelines, individual review with Division Chairs, and Board approval of Workshops.

The Board will recall that last year, during the first reading, we proposed 18 workshops. As this reading occurred days before we had to close school for the pandemic, many workshops planned for last summer had to be tabled. This included a significant workshop to articulate grading practices. And while we scaled back the grading changes significantly for the fall of 2020, the time lost due to the pandemic had an impact on our grading practices rollout in the fall. The Board will notice that this time has been included for this summer and will combine grant funds and district funds to support 237 staff serving on anywhere from 1 to 4 teaching teams.

For the summer of 2021, 16 summer curriculum and program development workshops are brought forward for review and consideration. Highlights include:

- Time set aside for teachers to work on coordinating course teams for clarification of grading practices.
- TEC Coach 1 to 1 planning for fall required technology training.
- Optional technology training for teachers.
- Time to plan professional learning for the 2021-2022 school year.
- A second cohort of 55 staff members (35 teachers) going through equity training through IncludedED.
- Workshops based on curriculum change proposals, including:
 - Junior English course shift to annual courses.
 - Multicultural literature for seniors (new course).
 - Financial algebra (new course).
 - STEM research (new course).
 - Forensic science (new course).
 - Year-long environmental science change.
- Development of Chemistry labs as the summatives for chemistry classes.
- Algebra alignment across prep and accel levels.

Proposals as presented to the Curriculum Office for work to be completed during the summer of 2021 totaled \$161,187. The significant portion of this request is for grading and is very similar to the \$136,858 request last year, the majority of which was not spent. Because of the way grants worked, we had budgeted a large portion of the grading workshop fees last year for grant expenditures. The state allowed us to carry over those funds to this year¹⁰ and then also allocated new sums, so we are

able to use nearly \$60,000 of grant funds to offset the costs of the grading workshop and apply another nearly 30,000 of grant funds to the remaining workshops. This results in \$94,294.50 paid for by Title I and Title II grants with the remainder, \$66,892.50, coming from District funds.

All dollar amounts are estimated at the maximum potential cost using the top-end contractual hourly rate of \$40.50 and assuming all participants can attend all hours. Plans and participation in many of the workshops are dependent on the actual meeting dates set later in May. The attached history will show how the approved District cost estimates for workshops are never exceeded, with actual expenses roughly 80% of proposed costs. This would result in an estimated final expenditure of \$129,000 with District costs coming in around \$53,500. Summaries and comparisons to previous years are included for review.

RECOMMENDATION:

I recommend that the board review the attached proposals for 2021 Summer Curriculum and Program Development Workshops for first reading.

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
Divisional/Departmental Summary
2021 Summer Workshops

DIVISION/DEPARTMENT	STAFF	DISTRICT TOTALS		
		Requested	Total	Actual
CURRICULUM & STAFF DEVELOPMENT				
• Grading	237	\$58,968.00 (G)	\$37,240.00 (D)	
		\$23,490.00 (D)	\$81,132.00 (G)	
• TEC Coaches (1 to 1 Planning)	4	\$5,184.00 (G)		
• Technology Training (1 to 1)	275	\$13,750.00 (D)		
• Professional Learning Team	20	\$6,480.00 (G)		
• IncludED	35	\$10,500.00 (G)		
LANGUAGE ARTS			\$5,265.00 (D)	
• Junior Courses: Prep and Accel	6	\$5,265.00 (D)	\$9,112.50 (G)	
	5	\$5,062.50 (G)		
• Multicultural Literature	4	\$4,050.00 (G)		
MATH/SCIENCE			\$23,172.50 (D)	
• Financial Algebra	2	\$4,050.00 (G)	\$4,050.00 (G)	
• STEM Research	2	\$4,050.00 (D)		
• Environmental Science	2	\$3,037.50 (D)		
• Chemistry Lab Safety	11	\$1,100.00 (D)		
• Algebra	7	\$7,087.50 (D)		
• Forensics	3	\$3,037.50 (D)		
• Chemistry Lab Summatives	11	\$4,455.00 (D)		
• AP Biology	1	\$405.00 (D)		
PHYSICAL WELFARE			\$1,215.00 (D)	
• Sophomore Strength Training	3	\$1,215.00 (D)		
TOTALS	628	\$66,892.50 (D) \$94,294.50 (G)	\$161,187.00 Total	

**SUMMER CURRICULUM/PROFESSIONAL WORKSHOPS
DEPARTMENTAL COST COMPARISON**

DEPARTMENT	2018 PROPOSED	2018 ACTUAL	2019 PROPOSED	2019 ACTUAL	2020 PROPOSED	2020 ACTUAL	2021 PROPOSED
Curriculum & Instruction	\$63,463.00 G \$13,869.50 D	\$48,146.49 G \$14,442.03 D	\$47,834.37 G \$29,522.75 D	\$22,770.70 G \$26,250.15 D	\$15,622.88 G \$0 D	\$12,495.60 G \$0 D	\$81,132.00 G \$37,240.00 D
Applied Technology	NA	NA	NA	NA	NA	NA	NA
Art	NA	NA	NA	NA	NA	NA	NA
Business Education	NA	NA	NA	NA	NA	NA	NA
Driver Education	NA	NA	NA	NA	NA	NA	NA
Family and Consumer Science	NA	NA	NA	NA	NA	NA	NA
Language Arts	NA	NA	NA	NA	NA	\$0 G \$2,344.90 D	\$9,112.50 G \$5,265.00 D
Mathematics	NA	NA	NA	NA	\$0 G \$4,050.00 D	\$0 G \$3,781.60 D	\$4,050.00 G \$7,087.50 D
Music	NA	NA	NA	NA	NA	NA	NA
Physical Education & Health	NA	NA	NA	NA	\$0 G \$4,050.00 D	\$0 G \$3,490.52 D	\$0 G \$1,215.00 D
Science	NA	NA	\$0 G \$7,938.00 D	\$0 G \$5,588.06 D	\$0 G \$6,075.00 D	\$0 G \$6,075.00 D	\$0 G \$16,085.00 D
Social Studies	NA	NA	NA	NA	NA	NA	NA
Special Education	NA	NA	NA	NA	\$5,467.50 G \$0 D	\$3,435.75 G \$0 D	NA
Student Support Services	NA	NA	NA	NA	NA	NA	NA
World Language	\$0 G \$11,845.00 D	\$0 G \$8,124.10 D	\$0 G \$3,888.00 D	\$0 G \$3,275.04 D	\$0 G \$15,795.00 D	\$0 G \$8,474.10 D	NA
TOTALS	Proposed \$89,177.50	Actual \$70,712.62	Proposed \$77,357.12	Actual \$57,883.95	Proposed \$53,490.38	Actual \$40,097.47	Proposed \$161,187.50
		79% of Approved		75% of Approved		75% of Approved	
Grant cost	\$63,463.00	\$48,146.49	\$47,834.37	\$22,770.70	\$21,090.38	\$15,931.35	\$94,294.50
District cost	\$25,714.50	\$22,566.13	\$29,522.75	\$35,113.25	\$32,400.00	\$24,166.12	\$66,892.50
TOTAL	\$89,177.50	\$70,712.62	\$77,357.12	\$57,883.95	\$53,490.38	\$40,097.47	\$161,187.00

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2021 SUMMER WORKSHOP SUMMARY**

DISTRICT ACCOUNT			
Department & Workshop Title	Description	Teacher Names & Hours	Maximum Cost
CURRICULUM/ASSESSMENT			
1. Course Team Grading Practices	<p>As we continue to improve our grading practices, the overwhelming request from teachers has been the time needed for teams to get together and come to agreements. All year, we have devoted time on Institute Days, remote learning planning days and some PLC meetings to grading practices. In April, teams will choose their grading methodology for the fall. Teams will then use summer workshop time to ensure consistency across teams and give team members time to address the six fixes, retake and revision rules, and updates of curriculum maps where necessary. Teaching teams will choose to continue with a traditional grading scale or shift to an A-F model. Regardless of the approach, the purpose of the summer workshops is to provide the time to accomplish the following:</p> <ul style="list-style-type: none"> • Syllabus updated with all established grading practices included, • Grading categories and naming conventions for assignments determined, • Alignment of assessments (formative to summative) with a goal on breaking up larger summatives to provide for more feedback and practice and minimize the sense of a few tests determining grades. <p>TRADITIONAL COURSE TEAMS For this to occur, course teams (using a 0-100% scale) must have time to collaborate to determine: their grading categories, how they will use comments in Infinite Campus, their specific retake requirements, and the formative practice that will lead to the summative assessments. With these decisions made, teams can update their course syllabus (using a provided template) and select one gradebook consistent across all teachers in a course. Additionally, by outlining the formative practice that leads to the summative, teams will make sure their initial entries in the gradebook demonstrate the connection between practice and the related summative assessment. As a result, a four-hour workshop would allow course teams the time to ensure consistency with</p>	<p>237 Teachers 2,036 Hours</p>	<p>\$58,968.00 Title I and II</p> <p>\$23,490.00 District</p>

their syllabus and gradebook.

A-F COURSE TEAMS

While the majority of the teaching teams only implemented the six fixes in 2020-2021, a handful of teachers also chose to use an A-F scale without percentages or reliance on the mean. Next year these teachers will have access to a concept-based grading platform in Infinite Campus. This platform will allow these teachers to easily communicate the concept/skills they are grading upon. This platform also provides options for arriving at a final course grade. To use this platform successfully, all A-F teachers will need to receive training. A four-hour workshop will provide these teams the training they need to be successful with the new Infinite Campus grading platform, as well as time for their team to decide their common grading categories and draft their common syllabus.

Traditional Course Teams	A-F Course Teams
<ul style="list-style-type: none"> • Welcome & Setting the Purpose • IC Overview: A look at the Teacher, Student and Parent views (1 hour) • Team Planning (2 hours): <ul style="list-style-type: none"> ○ Confirming course grading scale ○ Determining Grading Categories ○ Aligning formative practice to summative assessments • Writing a Course Syllabus (1 hour) 	<ul style="list-style-type: none"> • Welcome & Setting the Purpose • IC Training: Skill-based grading platform (2 hours) • Team Planning (1hour): <ul style="list-style-type: none"> ○ Clarifying Skills/Concepts ○ Determining Grading Categories ○ Confirming method for arriving at a final grade • Writing Course Syllabus (1 hour)

2. Tech Coaching (1 to 1 Planning)

With the shift to 1 to 1 computing across both campuses, TEC Coaches will be working throughout the summer to develop training, provide tutorials, ensure systems and software for teachers are up and running, and developing protocols for support in the fall. In addition, they will run optional training sessions in August for teachers to improve their skills on software that they intend to adopt and use in the fall. All of our TEC coaches have gone through a year of BetterLesson training and will incorporate that focus on linking technology to formative assessment in training for staff.

4 Teachers
128 Hours

\$5,184.00
Title II

3. 1 to 1 Computing Training	While every teacher will receive training necessary to launch the 1 to 1 computing initiative for students, this August workshop will give teachers an opportunity to improve their use of specific applications that are a part of their teaching team or that they wish to improve their skillset. Training will be provided by TEC Coaches. Payment for training, up to 4 hours, is based on a per diem rate of \$50 for a half day.	275 Teachers 1,100 Hours	\$13,750.00 \$50 stipend
4. Professional Learning Team	<p>During the 2020-2021 school year, district Institute Days were used to support teachers as they worked to: 1) cultivate a sense of belonging and wellness for their students, 2) use technology to deliver quality education, and 3) implement consistent grading practices, including the six fixes, across their course team. In addition to planning and facilitating the professional learning for teachers on Institute Days, the Professional Learning Team adjusted our instructional delivery model to incorporate more frequent virtual learning opportunities for teachers. These opportunities included: (SE)L-Teams, instructional coaching partnerships, Coaching Cafes, SIOP Model Workshops, Mentoring & Induction year 1 monthly assessment meetings, Mentoring & Induction year 2 monthly differentiated instruction meetings, and Belonging Focus Groups. The Professional Learning Team also planned and facilitated learning for paraeducators on the August, October and April Institute Days to ensure they were prepared to support pandemic learning.</p> <p>At the conclusion of this school year, staff will take LT's Annual Professional Learning Survey to provide feedback on their experiences and continued learning needs. Staff that participated in Mentoring and Induction, instructional coaching partnerships, (SE)L-Teams, and Belonging Focus Groups will take an additional survey to provide feedback specific to these additional learning experiences. The Professional Learning Team would like to collaborate during a Summer Workshop to analyze the aforementioned survey results and make informed plans for providing professional learning during the 2021-2022 school year. With continued changes to the daily schedule to accommodate the pandemic, a new 1:1 initiative, and recent grading practice changes, the professional learning focus in 2021-2022 will continue to be on: 1) cultivating belonging, 2) using technology to enhance instruction, and 3) implementing grading practices. However, the specific content that is provided around these goals will be directed by survey results. The first day of this workshop will focus on outlining the content that will be provided on District Institute Days.</p> <p>After planning the content on district Institute Days, the Professional Learning Team will split into six subcommittees: Technology, SEL, Grading Practices, Belonging/Included, Coaching, and Mentoring & Induction. During the second day of this workshop, each subcommittee will:</p> <ul style="list-style-type: none"> • making informed adjustments (if necessary) to their instructional delivery methods, • establish the calendar for the relevant professional learning events ((SE)L-Team Meetings, Included trainings, mentoring and induction meetings, coaching workshops), • set subcommittee meeting dates, • review and revise meeting agendas, • develop and/or edit tools and protocols, 	20 Teachers 160 Hours	\$6,480.00 Title II

	<ul style="list-style-type: none"> • establish outcomes, • determine evidence of impact and when it will be collected, • set goals for staff participation, • develop a recruitment plan. <p>The workshop will conclude with creation of a google slides presentation to share with the faculty in August that outlines the learning opportunities available to them in 2021-2022.</p>		
<p>5. IncludED</p>	<p>As a result of the Elementary and Secondary Education Act, the quality of education provided by public schools must be measured and reported. The ultimate designation that a school is publicly awarded is a result of the indicators a school meets or exceeds. These indicators pertain to achievement, state test scores, graduation rate, course enrollment, college & career readiness, attendance, and discipline. All indicators are now measured and reported according to special populations, which include: ethnicity, socio-economic status, IEP designation, and LEP designation.</p> <p>When LT's data is divided across population groups there are significant differences. These significant differences are not isolated to one area of performance; rather, the differences are seen across population groups in all educational areas- academic, course enrollment, college & career readiness, attendance, and discipline, etc. In order to change these differences and ensure all LT students have equal opportunity to achieve success in all aspects of their education, the Professional Learning Team would like to expand the staff's SEL training by engaging a second cohort in inclusion and equity training. By combining equity training with our SEL efforts, we are expanding the conversation to encompass the whole student.</p> <p>Prior to engaging the entire staff in this training, LTHS would like to put two cohorts of staff members through the inclusion and equity training. This will be the second group of participants, which would be comprised of administrators, Professional Learning Team members, Equity & Achievement Team members, Social Emotional Learning Team members, several counselors, social workers, representatives from every employee work group, a small group of teacher leaders learning to facilitate the training, and a group of students that would continue to facilitate focus groups for students. By putting a smaller cohort through this training, we can gauge the staff's readiness and anticipate potential obstacles. Then, we can intentionally plan an effective roll-out for the 2022-2023 school year.</p> <p>As a result, we are proposing that the aforementioned 55 staff members and 16 students attend the IncludED awareness series on June 2-4, 2021. The IncludED series "begins with increased awareness of the issues that emerge from diversity and -- most importantly -- the incredible power we have as educators to influence the lives of students through our mindset." The training aims to have "teams develop their belief systems; cross-cultural communication skills; capacity to use tools to explore issues related to race, class, and culture; and commitment to excellence with equity in education." Once aware and committed to the education of all students, teams then prepare to take-action (IncludED, 2018).</p>	<p>35 Teachers 630 Hours</p>	<p>\$10,500.00 Title II \$100 a day stipend</p>

Below is an outline of the training series listing the specific purpose and objectives of each day of training. This training would aim to impact the awareness of the faculty with the ultimate goal being to create and use a culture competency continuum. The hope would be that we would collect evidence (including student and community voices) of where our school is in relationship to the continuum and take intentional action to move forward in 2021-2022 and the years to follow.

DATE	PURPOSE	OBJECTIVE
June 2	Orientation & Preparation	<ul style="list-style-type: none"> • Focus attention on excellence with equity, one's own response to diversity, and recognizing implicit bias. • Establish Brave Space. • Learn communication techniques that facilitate cultural competence. • Develop empathy, relationships, and positive tone and trust.
June 3	Preparation & Exploration	<ul style="list-style-type: none"> • Develop as a learning community. • Practice communication techniques in courageous conversations about diversity • Learn mental models and use them to explore issues that emerge from diversity • Build collective efficacy for having constructive conversations about race, class, and culture.
June 4	Exploration & Commitment	<ul style="list-style-type: none"> • Focus on an isolated dimension of difference, such as race. • Practice communication skills to develop shared understanding relative to the isolated dimension of difference. • Commit to excellence with equity for every student.

LANGUAGE ARTS

<p>1. Combining Prep & Accel</p>	<p>The LAD is shifting from two separate semesters of junior English at the prep and accel levels to annual courses at both levels. The courses have been conceived as parallel versions of each other and the course texts will be the same regardless of the level. The courses need to be differentiated from each other, however, to ensure that students with different academic needs have proper scaffolding so each student can reach the same outcomes. The first day of the proposed workshop would be to have the teaching team work with Lisa Plichta, the Differentiation Specialist for the district. She will help the teachers differentiate for readiness.</p>	<p>11 Teachers 255 Hours</p>	<p>\$5,062.50 Title I \$5,265.00 District</p>
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	The remaining days will be for each teaching team (one at the prep level and one at the accel level) to develop the curriculum maps which will include skill and knowledge outcomes, essential questions, and assessments for each course. Rubrics and assessment prompts will be developed as well.		
2. Multicultural Literature	Multicultural American Literature is a new, semester-long course in the LAD. This summer workshop would enable teachers to create the curriculum map for the course that will include the essential skills and outcomes of the course, the aligned standards, and the assessments and corresponding rubrics.	4 Teachers 100 Hours	\$4,050.00 Title I
MATH/SCIENCE			
1. Financial Algebra	With the approval of Financial Algebra, the curriculum and course will need to be expanded. The curriculum map will be formalized, the assessments will begin to be written, and classroom experiences will be outlined.	2 Teachers 100 Hours	\$4,050.00 Title II
2. STEM Research	With the approval of STEM Research, the curriculum and course will need to be developed fully. The curriculum map will be formalized, the assessments will begin to be written, and classroom experiences will be outlined.	2 Teachers 100 Hours	\$4,050.00
3. Environmental Science	With the approval of Environmental Science as a full year course, the curriculum and course will need to be developed fully. The curriculum map will be formalized, the assessments will begin to be written, and classroom experiences will be outlined.	2 Teachers 75 Hours	\$3,037.50
4. Chemistry Lab Safety	<p>Flinn Scientific offers a 7-hour online training that provides teachers with training and reminders of how to maintain safety for themselves and their students. There is no cost to the training. The description of the course is below.</p> <p>The goal of the Laboratory Safety Certification Course is to improve your safety awareness and increase your knowledge of relevant safety regulations, practices and procedures, that directly impact high school, science teachers. The emphasis throughout the course is on best practices as the presenters offer you simple, practical, and effective solutions to solve your laboratory safety problems.</p>	11 Teachers 55 Hours	\$1,100.00 \$100 stipend
5. Algebra	Algebra team members would work together to apply the common skills of Solve, Explain, and Graph and make them explicitly present on their assessments. This would include the further exploration of the math practices and then developing a specific skill progression for the year. Student centered activities would be developed for consistent use in each unit. In addition, the team would work to develop rubrics and exemplars of what “A”, “B”, “C”, etc. quality work will look like.	7 Teachers 175 Hours	\$7,087.50
6. Forensics	The forensics team would continue to develop and implement materials for this year-two course. Summer work would include the identification of Science and Engineering practices from NGSS that can correspond with skill-based assessments and the creation of case studies that can be used as thematic units.	3 Teachers 75 Hours	\$3,037.50
7. Chemistry Lab Summatives	In order to provide students with additional ways to demonstrate their knowledge, teachers will create lab assessments that can be used as summatives. Currently, labs are frequently used as formative experiences in which students can discover and	11 Teachers 110 Hours	\$4,455.00

	explore information. This project would create assessment tasks that expand upon the lab that was performed in class. These lab assessments will have recursive skills that teachers will identify and align to NGSS SEPs. This could include engaging in argument from evidence, developing and using models, and analyzing and interpreting data.		
8. AP Biology	To fill a retirement, a new AP Biology teacher would review, prepare and evaluate materials for use.	1 Teacher 10 Hours	\$405.00
PHYSICAL WELFARE			
1. Sophomore Strength Training	<p>While there has been a significant amount of planning that has went into the development of our Sophomore Strength Training Curriculum, it will be important to have dedicated time to take the unit plans and individual lessons that have been developed and ensure they are linked to standards and are assessed in an accurate way. This will be an opportunity to finalize our formative tasks and ensure they are aligned to summative assessments as well as making sure we are providing a consistent curriculum regardless of instructor.</p> <p>Intended outcomes of this workshop include:</p> <ul style="list-style-type: none"> - Sophomore Strength Training curriculum map with common formative tasks and summative assessments that are aligned to standards. - Sophomore Strength Training syllabus and grading policies <p>The development of supplemental learning materials for students in the course and the consistent integration of the formative practices (strong and weak examples of exercises, co-creating success criteria on core lifts, self and peer assessments, etc.)</p>	3 Teachers 30 Hours	\$1,215.00
			Total District Cost \$66,892.50
			Total Grant Cost \$92,294.50
			Total Cost \$161,187.00

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2021 Summer Workshop Proposal**

I. DIRECTIONS
<ul style="list-style-type: none"> • Proposal(s) for 2021 Summer Workshops must be completed using this form. Save to your file first. • Division chair submits proposals to Curriculum/Instruction Office by Monday, February 8, 3:00 p.m. • Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY
A. Division Curriculum and Instruction	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.) <div style="text-align: center; border: 1px solid black; width: 100px; margin: 0 auto;"> 1 of 5 </div>
B. Department	
III. TITLE AND CRITERIA	
A. Workshop Title Course Team Grading Practices	B. Funding source(s) and account numbers
B. Selection Criteria Priority	<input checked="" type="checkbox"/> Grant Account
<input type="checkbox"/> 1. Approved Curriculum Change	<input checked="" type="checkbox"/> District Budget Account
<input type="checkbox"/> 2. District Goals:	<input type="checkbox"/> Township Initiative
<input type="checkbox"/> 3. Federal and/or State Mandates:	<input type="checkbox"/> Other

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
GROUPS	NUMBER OF HOURS per TEACHER	NUMBER OF TEACHERS	TOTAL HOURS
1. Teachers on 1 course team	4	61	244
2. Teachers on 2 course teams	8	126	1008
3. Teachers on 3 course teams	12	44	528
4. Teachers on 4+ course teams	16	16	256
5.			
6.			
7.			
8.			
9.			
10.			
TOTALS		237	2036

Note: Numbers for teachers represent the team arrangements based on 2020-2021 course assignments. Some shifts will occur following sectioning, but the total amount requested in this proposal will serve as a "Not to Exceed" number. As explained in the annual cover memo for Board review and approval, most workshops end up using only 75% of the funds budgeted due to variance of pay based on seniority and teacher ability to meet during the agreed-upon team time. With that in mind, the office of Curriculum and Instruction will monitor the number of teams teachers serve on and the overall number of hours to ensure that the 2036 hours will not be exceeded.

Additional information: Teaching teams that serve Title I students will be paid from Title I accounts. All others will be paid from District accounts. A breakdown of budgeted amounts is in the cover materials. Every effort will be made to use grant funds as the primary source of this workshop.

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)

As we continue to improve our grading practices, the overwhelming request from teachers has been the time needed for teams to get together and come to agreements. All year, we have devoted time on Institute Days, remote learning planning days and some PLC meetings to grading practices. In April, teams will choose their grading methodology for the fall. Teams will then use summer workshop time to ensure consistency across teams and give team members time to address the six fixes, retake and revision rules, and updates of curriculum maps where necessary. Teaching teams will choose to continue with a traditional grading scale or shift to an A-F model. Regardless of the approach, the purpose of the summer workshops is to provide the time to accomplish the following:

- Syllabus updated with all established grading practices included,
- Grading categories and naming conventions for assignments determined,
- Alignment of assessments (formative to summative) with a goal on breaking up larger summatives to provide for more feedback and practice and minimize the sense of a few tests determining grades.

TRADITIONAL COURSE TEAMS

For this to occur, course teams (using a 0-100% scale) must have time to collaborate to determine: their grading categories, how they will use comments in Infinite Campus, their specific retake requirements, and the formative practice that will lead to the summative assessments. With these decisions made, teams can update their course syllabus (using a provided template) and select one gradebook consistent across all teachers in a course. Additionally, by outlining the formative practice that leads to the summative, teams will make sure their initial entries in the gradebook demonstrate the connection between practice and the related summative assessment. As a result, a four-hour workshop would allow course teams the time to ensure consistency with their syllabus and gradebook.

A-F COURSE TEAMS

While the majority of the teaching teams only implemented the six fixes in 2020-2021, a handful of teachers also chose to use an A-F scale without percentages or reliance on the mean. Next year these teachers will have access to a concept-based grading platform in Infinite Campus. This platform will allow these teachers to easily communicate the concept/skills they are grading upon. This platform also provides options for arriving at a final course grade. To use this platform successfully, all A-F teachers will need to receive training. A four-hour workshop will provide these teams the training they need to be successful with the new Infinite Campus grading platform, as well as time for their team to decide their common grading categories and draft their common syllabus.

Traditional Course Teams	A-F Course Teams
<ul style="list-style-type: none"> • Welcome & Setting the Purpose • IC Overview: A look at the Teacher, Student and Parent views (1 hour) • Team Planning (2 hours): <ul style="list-style-type: none"> ○ Confirming course grading scale ○ Determining Grading Categories ○ Aligning formative practice to summative assessments • Writing a Course Syllabus (1 hour) 	<ul style="list-style-type: none"> • Welcome & Setting the Purpose • IC Training: Skill-based grading platform (2 hours) • Team Planning (1hour): <ul style="list-style-type: none"> ○ Clarifying Skills/Concepts ○ Determining Grading Categories ○ Confirming method for arriving at a final grade • Writing Course Syllabus (1 hour)

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
Division Chair(s)	Date
Director of Curriculum/Instruction or Personnel	Date

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale
Approved with revisions	Total hours approved 23
District budget hours	Grant hours
Other hours	Maximum cost allowable


LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2021 Summer Workshop Proposal

I. DIRECTIONS
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II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY			
A. Division	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.) <table style="margin: auto; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; padding: 2px 10px;">2</td> <td style="border: 1px solid black; padding: 2px 5px;">of</td> <td style="border: 1px solid black; padding: 2px 10px;">5</td> </tr> </table>	2	of	5
2		of	5	
B. Department Curriculum and Instruction				
III. TITLE AND CRITERIA				
A. Workshop Title TEC Summer Workshop	B. Funding source(s) and account numbers			
B. Selection Criteria Priority	<input checked="" type="checkbox"/> Grant Account			
<input type="checkbox"/> 1. Approved Curriculum Change	<input type="checkbox"/> District Budget Account			
<input type="checkbox"/> 2. District Goals:	<input type="checkbox"/> Township Initiative			
<input type="checkbox"/> 3. Federal and/or State Mandates:	<input type="checkbox"/> Other			

V. NAME(S), DAYS, DATES, AND HOURS 24 (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Joseph Maffey	TBD	6.4	32
2. Rebecca Rivan	TBD	6.4	32
3. Callie Salaymeh	TBD	6.4	32
4. Jeremy Vrtis	TBD	6.4	32
TOTALS		25.6	128

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
<p>With the shift to 1 to 1 computing across both campuses, TEC Coaches will be working throughout the summer to develop training, provide tutorials, ensure systems and software for teachers are up and running, and developing protocols for support in the fall. In addition, they will run optional training sessions in August for teachers to improve their skills on software that they intend to adopt and use in the fall. All of our TEC coaches have gone through a year of BetterLesson training and will incorporate that focus on linking technology to formative assessment in training for staff.</p>

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
Division Chair(s)	Date
Director of Curriculum/Instruction or Personnel 	Date 3/5/21

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale
Approved with revisions	Total hours approved 25
District budget hours	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2021 Summer Workshop Proposal**

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A. Division Curriculum and Instruction	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)
B. Department	
III. TITLE AND CRITERIA	3 of 5
A. Workshop Title 1 to 1 Computing Training	B. Funding source(s) and account numbers
B. Selection Criteria Priority	<input type="checkbox"/> Grant Account
<input type="checkbox"/> 1. Approved Curriculum Change	X District Budget Account
<input type="checkbox"/> 2. District Goals:	<input type="checkbox"/> Township Initiative
<input type="checkbox"/> 3. Federal and/or State Mandates:	<input type="checkbox"/> Other

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours. 26)			
NAMES	DATES	PER DIEM	TOTAL STIPEND
1. 275 Participants	August	\$50.00	\$13,750
2.			
3.			
4.			
5.			
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TOTALS		275	\$13,750

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
<p>While every teacher will receive training necessary to launch the 1 to 1 computing initiative for students, this August workshop will give teachers an opportunity to improve their use of specific applications that are a part of their teaching team or that they wish to improve their skillset. Training will be provided by TEC Coaches. Payment for training, up to 4 hours, is based on a per diem rate of \$50 for a half day.</p>

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
Division Chair(s)	Date
Director of Curriculum/Instruction or Personnel	Date

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale
Approved with revisions	Total hours approved 27
District budget hours	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2021 Summer Workshop Proposal**

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A. Division Curriculum & Instruction	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)
B. Department Assessment & Research	
III. TITLE AND CRITERIA	4 of 5
A. Workshop Title Professional Learning Team	B. Funding source(s) and account numbers
B. Selection Criteria Priority	<input type="checkbox"/> Grant Account
<input type="checkbox"/> 1. Approved Curriculum Change	<input type="checkbox"/> District Budget Account
<input type="checkbox"/> 2. District Goals: NCLB & PSAE	<input type="checkbox"/> Township Initiative
<input type="checkbox"/> 3. Federal and/or State Mandates: NCLB & PSAE	<input type="checkbox"/> Other

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours. 28)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Allan, Bill	June 1 & 2	2	4 hrs per day * 2
2. Barker, Joe	June 1 & 2	2	4 hrs per day * 2
3. Chittenden, Cayt	June 1 & 2	2	4 hrs per day * 2
4. Donahue, Shannon	June 1 & 2	2	4 hrs per day * 2
5. Doyle, Allison	June 1 & 2	2	4 hrs per day * 2
6. Drogos, Jessica	June 1 & 2	2	4 hrs per day * 2
7. Enright, Karly	June 1 & 2	2	4 hrs per day * 2
8. Gutierrez, Daniella	June 1 & 2	2	4 hrs per day * 2
9. Harbin, Michelle	June 1 & 2	2	4 hrs per day * 2
10. Johannes, Andrew	June 1 & 2	2	4 hrs per day * 2
11. Lambert, Tiz	June 1 & 2	2	4 hrs per day * 2
12. Meyers, Katie	June 1 & 2	2	4 hrs per day * 2
13. Musick, John	June 1 & 2	2	4 hrs per day * 2
14. Palacios, Mary	June 1 & 2	2	4 hrs per day * 2
15. Salaymeh, Callie	June 1 & 2	2	4 hrs per day * 2
16. Bacon, Kirstin	June 1 & 2	2	4 hrs per day * 2
17. Condon, Virginia	June 1 & 2	2	4 hrs per day * 2
18. Mancini, Deana	June 1 & 2	2	4 hrs per day * 2
19. Orrico, Annette	June 1 & 2	2	4 hrs per day * 2
20. Plichta, Lisa	June 1 & 2	2	4 hrs per day * 2
TOTALS		2 Days	8 hrs * 20 people = 160 hours

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
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29

With continued changes to the daily schedule to accommodate the pandemic, a new 1:1 initiative, and recent grading practice changes, the professional learning focus in 2021-2022 will continue to be on: 1) cultivating belonging, 2) using technology to enhance instruction, and 3) implementing grading practices. However, the specific content that is provided around these goals will be directed by survey results. The first day of this workshop will focus on outlining the content that will be provided on District Institute Days.

After planning the content on district Institute Days, the Professional Learning Team will split into six subcommittees: Technology, SEL, Grading Practices, Belonging/ includedED, Coaching, and Mentoring & Induction. During the second day of this workshop, each subcommittee will:

- making informed adjustments (if necessary) to their instructional delivery methods,
- establish the calendar for the relevant professional learning events ((SE)L-Team Meetings, includedED trainings, mentoring and induction meetings, coaching workshops),
- set subcommittee meeting dates,
- review and revise meeting agendas,
- develop and/or edit tools and protocols,
- establish outcomes,
- determine evidence of impact and when it will be collected,
- set goals for staff participation,
- develop a recruitment plan.

The workshop will conclude with creation of a google slides presentation to share with the faculty in August that outlines the learning opportunities available to them in 2021-2022.

DAY 1	DAY 2
7:45-8:00 Welcome & Setting the Purpose 8:00-9:30 Apply the Data Protocol to Surveys 9:30-11:00 Determine Institute Day Agendas, Articulate required sessions and establish session outcomes 11:00-11:45 Identify presenters, establish a presentation timeline, and create a presentation rubric	7:45-8:00 Welcome & Setting the Purpose 8:00-10:00 Subcommittee Work 10:00-11:00 Share & Revise Subcommittee Work 11:00-12:00 Create Google Slides presentation and develop participation recruitment plan

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
Division Chair(s)	Date
Director of Curriculum/Instruction or Personnel	Date

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale 30
Approved with revisions	Total hours approved
District budget hours	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2021 Summer Workshop Proposal**

I. DIRECTIONS

- Proposal(s) for 2021 Summer Workshops must be completed using this form. Save to your file first.
- Division chair submits proposals to Curriculum/Instruction Office by Monday, February 8, 3:00 p.m.
- Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)		IV. DIVISION CHAIR USE ONLY	
A. Division	Curriculum & Instruction	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)	
B. Department	Office of Assessment & Research		
III. TITLE AND CRITERIA		5	of 5
A. Workshop Title	Included	B. Funding source(s) and account numbers	
B. Selection Criteria	Priority	<input type="checkbox"/> Grant Account	
<input type="checkbox"/> 1. Approved Curriculum Change		<input type="checkbox"/> District Budget Account	
<input type="checkbox"/> 2. District Goals: NCLB & PSAE		<input type="checkbox"/> Township Initiative	
<input type="checkbox"/> 3. Federal and/or State Mandates: NCLB & PSAE		<input type="checkbox"/> Other	

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours. 31)

NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Building & Grounds- 5	June 2-4	3	6 hrs * 3 days *5 = 90
2. Security Assistants- 5	June 2-4	3	6 hrs * 3 days *5 = 90
3. Administrative Assistants- 5	June 2-4	3	6 hrs * 3 days *5 = 90
4. Para Educators- 5	June 2-4	3	6 hrs * 3 days *5 = 90
5. Teachers- 30	June 2-4	3	6 hrs * 3 days *5 = 90
6. Facilitators in Training-5	June 2-4	3	6 hrs * 3 days *5 = 90
7. Students (4 per grade)- 16	June 2-4	3	NA
TOTALS			540 Hours

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)

As a result of the Elementary and Secondary Education Act, the quality of education provided by public schools must be measured and reported. The ultimate designation that a school is publicly awarded is a result of the indicators a school meets or exceeds. These indicators pertain to achievement, state test scores, graduation rate, course enrollment, college & career readiness, attendance, and discipline. All indicators are now measured and reported according to special populations, which include: ethnicity, socio-economic status, IEP designation, and LEP designation.

When LT's data is divided across population groups there are significant differences. These significant differences are not isolated to one area of performance; rather, the differences are seen across population groups in all educational areas- academic, course enrollment, college & career readiness, attendance, and discipline, etc. In order to change these differences and ensure all LT students have equal opportunity to achieve success in all aspects of their education, the Professional Learning Team would like to expand the staff's SEL training by engaging a second cohort in inclusion and equity training. By combining equity training with our SEL efforts, we are expanding the conversation to encompass the whole student.

Prior to engaging the entire staff in this training, LTHS would like to put two cohorts of staff members through the inclusion and equity training. This will be the second group of participants, which would be comprised of administrators, Professional Learning Team members, Equity & Achievement Team members, Social Emotional Learning Team members, several counselors, social workers, representatives from every employee work group, a small group of teacher leaders learning to facilitate the training, and a group of students that would continue to facilitate focus groups for students. By putting a smaller cohort through this training, we can gauge the staff's readiness and anticipate potential obstacles. Then, we can intentionally plan an effective roll-out for the 2022-2023 school year.

As a result, we are proposing that the aforementioned 55 staff members and 16 students attend the IncludED awareness series on June 2-4, 2021. The IncludED series "begins with increased awareness of the issues that emerge from diversity and -- most importantly -- the³² incredible power we have as educators to influence the lives of students through our mindset." The training aims to have "teams develop their belief systems; cross-cultural communication skills; capacity to use tools to explore issues related to race, class, and culture; and commitment to excellence with equity in education." Once aware and committed to the education of all students, teams then prepare to take action (IncludED, 2018).

Below is an outline of the training series listing the specific purpose and objectives of each day of training. This training would aim to impact the awareness of the faculty with the ultimate goal being to create and use a culture competency continuum. The hope would be that we would collect evidence (including student and community voices) of where our school is in relationship to the continuum and take intentional action to move forward in 2021-2022 and the years to follow.

DATE	PURPOSE	OBJECTIVE
June 2	Orientation & Preparation	<ul style="list-style-type: none"> Focus attention on excellence with equity, one's own response to diversity, and recognizing implicit bias. Establish Brave Space. Learn communication techniques that facilitate cultural competence. Develop empathy, relationships, and positive tone and trust.
June 3	Preparation & Exploration	<ul style="list-style-type: none"> Develop as a learning community. Practice communication techniques in courageous conversations about diversity Learn mental models and use them to explore issues that emerge from diversity Build collective efficacy for having constructive conversations about race, class, and culture.
June 4	Exploration & Commitment	<ul style="list-style-type: none"> Focus on an isolated dimension of difference, such as race. Practice communication skills to develop shared understanding relative to the isolated dimension of difference. Commit to excellence with equity for every student.

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
Division Chair(s)	Date
Director of Curriculum/Instruction or Personnel	Date

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale
Approved with revisions	Total hours approved
District budget hours	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2021 Summer Workshop Proposal**

I. DIRECTIONS

- Proposal(s) for 2021 Summer Workshops must be completed using this form. Save to your file first.
- Division chair submits proposals to Curriculum/Instruction Office by Monday, February 8, 3:00 p.m.
- Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY	
A. Division LAD	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)	
B. Department English		
III. TITLE AND CRITERIA	1	of 2
A. Workshop Title Combining Prep & Accel	B. Funding source(s) and account numbers	
B. Selection Criteria Priority	<input type="checkbox"/> Grant Account	
<input checked="" type="checkbox"/> 1. Approved Curriculum Change	<input checked="" type="checkbox"/> District Budget Account	
<input type="checkbox"/> 2. District Goals: NCLB & PSAE	<input type="checkbox"/> Township Initiative	
<input type="checkbox"/> 3. Federal and/or State Mandates: NCLB & PSAE	<input type="checkbox"/> Other	

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V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)

NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Lisa Plichta	TBD	1	5
2. Teacher 1	TBD	5	25
3. Teacher 2	TBD	5	25
4. Teacher 3	TBD	5	25
5. Teacher 4	TBD	5	25
6. Teacher 5	TBD	5	25
7. Teacher 6	TBD	5	25
8. Teacher 7	TBD	5	25
9. Teacher 8	TBD	5	25
10. Teacher 9	TBD	5	25
11. Teacher 10	TBD	5	25
TOTALS			5
			255

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)

The LAD is shifting from two separate semesters of junior English at the prep and accel levels to annual courses at both levels. The courses have been conceived as parallel versions of each other and the course texts will be the same regardless of the level. The courses need to be differentiated from each other, however, to ensure that students with different academic needs have proper scaffolding so each student can reach the same outcomes. The first day of the proposed workshop would be to have the teaching team work with Lisa Plichta, the Differentiation Specialist for the district. She will help the teachers differentiate for readiness. The remaining days will be for each teaching team (one at the prep level and one at the accel level) to develop the curriculum maps which will include skill and knowledge outcomes, essential questions, and assessments for each course. Rubrics and assessment prompts will be developed as well.

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date 2.8.21
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date 2.8.21
Division Chair(s)	Date 2.8.21
Director of Curriculum/Instruction or Personnel	Date

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale 35
Approved with revisions	Total hours approved
District budget hours	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2021 Summer Workshop Proposal**

I. DIRECTIONS

- Proposal(s) for 2021 Summer Workshops must be completed using this form. Save to your file first.
- Division chair submits proposals to Curriculum/Instruction Office by Monday, February 8, 3:00 p.m.
- Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)		IV. DIVISION CHAIR USE ONLY				
A. Division LAD		A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.) <table border="1" style="margin-left: auto; margin-right: auto;"><tr><td style="width: 30px; text-align: center;">2</td><td style="width: 30px; text-align: center;">of</td><td style="width: 30px; text-align: center;">2</td></tr></table>		2	of	2
2	of			2		
B. Department English						
III. TITLE AND CRITERIA						
A. Workshop Title Multicultural Lit		B. Funding source(s) and account numbers <input type="checkbox"/> Grant Account <input checked="" type="checkbox"/> District Budget Account <input type="checkbox"/> Township Initiative <input type="checkbox"/> Other				
B. Selection Criteria Priority						
<input checked="" type="checkbox"/> 1. Approved Curriculum Change						
<input type="checkbox"/> 2. District Goals: NCLB & PSAE						
<input type="checkbox"/> 3. Federal and/or State Mandates: NCLB & PSAE						

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V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)

NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Teacher 1 - TBD	June	5	25
2. Teacher 2 - TBD	June	5	25
3. Teacher 3 - TBD	June	5	25
4. Teacher 4 - TBD	June	5	25
5.			
6.			
7.			
8.			
9.			
10.			
TOTALS			100

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)

Multicultural American Literature is a new, semester-long course in the LAD. This summer workshop would enable teachers to create the curriculum map for the course that will include the essential skills and outcomes of the course, the aligned standards, and the assessments and corresponding rubrics.

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date 2.8.21
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date 2.8.21
Division Chair(s)	Date 2.8.21
Director of Curriculum/Instruction or Personnel	Date

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale 37
Approved with revisions	Total hours approved
District budget hours	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2021 Summer Workshop Proposal**

I. DIRECTIONS
<ul style="list-style-type: none"> ● Proposal(s) for 2021 Summer Workshops must be completed using this form. Save to your file first. ● Division chair submits proposals to Curriculum/Instruction Office by Monday, February 8, 3:00 p.m. ● Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY
A. Division Math/Science	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)
B. Department Math	
III. TITLE AND CRITERIA	1 of 8
A. Workshop Title Financial Algebra Curriculum Development	B. Funding source(s) and account numbers
B. Selection Criteria Priority	<input type="checkbox"/> Grant Account
x 1. Approved Curriculum Change	x District Budget Account
<input type="checkbox"/> 2. District Goals: NCLB & PSAE	<input type="checkbox"/> Township Initiative
<input type="checkbox"/> 3. Federal and/or State Mandates: NCLB & PSAE	<input type="checkbox"/> Other 38

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Peter White		10	50
2. TBA		10	50
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
TOTALS		20	100

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
With the approval of Financial Algebra, the curriculum and course will need to be expanded. The curriculum map will be formalized, the assessments will begin to be written, and classroom experiences will be outlined.

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
Collin Voigt Division Chair(s)	Date 2/5/21
Director of Curriculum/Instruction or Personnel	Date

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale 39
Approved with revisions	Total hours approved
District budget hours	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2021 Summer Workshop Proposal**

I. DIRECTIONS
<ul style="list-style-type: none"> Proposal(s) for 2021 Summer Workshops must be completed using this form. Save to your file first. Division chair submits proposals to Curriculum/Instruction Office by Monday, February 8, 3:00 p.m. Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY
A. Division Math/Science	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.) <div style="text-align: center; border: 1px solid black; display: inline-block; padding: 2px;">2</div> of <div style="text-align: center; border: 1px solid black; display: inline-block; padding: 2px;">8</div>
B. Department Science	
III. TITLE AND CRITERIA	
A. Workshop Title STEM Research Curriculum Development	B. Funding source(s) and account numbers <input type="checkbox"/> Grant Account <input checked="" type="checkbox"/> District Budget Account <input type="checkbox"/> Township Initiative <input type="checkbox"/> Other 40
B. Selection Criteria Priority	
x 1. Approved Curriculum Change	
<input type="checkbox"/> 2. District Goals: NCLB & PSAE	
<input type="checkbox"/> 3. Federal and/or State Mandates: NCLB & PSAE	

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. TBA		10	50
2. TBA		10	50
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
TOTALS		20	100

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
<p>With the approval of STEM Research, the curriculum and course will need to be developed fully. The curriculum map will be formalized, the assessments will begin to be written, and classroom experiences will be outlined.</p>

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
<i>Collin Voigt</i> Division Chair(s)	Date 2/5/21
Director of Curriculum/Instruction or Personnel	Date

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale 41
Approved with revisions	Total hours approved
District budget hours	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2021 Summer Workshop Proposal**

I. DIRECTIONS
<ul style="list-style-type: none"> ● Proposal(s) for 2021 Summer Workshops must be completed using this form. Save to your file first. ● Division chair submits proposals to Curriculum/Instruction Office by Monday, February 8, 3:00 p.m. ● Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY
A. Division Math/Science	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.) <div style="text-align: center; border: 1px solid black; display: inline-block; padding: 2px;">3</div> of <div style="text-align: center; border: 1px solid black; display: inline-block; padding: 2px;">8</div>
B. Department Science	
III. TITLE AND CRITERIA	B. Funding source(s) and account numbers
A. Workshop Title Environmental Science Curriculum Development	<input type="checkbox"/> Grant Account <input checked="" type="checkbox"/> District Budget Account <input type="checkbox"/> Township Initiative <input type="checkbox"/> Other 42
B. Selection Criteria Priority	
x 1. Approved Curriculum Change	
<input type="checkbox"/> 2. District Goals: NCLB & PSAE	
<input type="checkbox"/> 3. Federal and/or State Mandates: NCLB & PSAE	

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Charlie Pozen		10	50
2. Eric Nuss		5	25
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
TOTALS		15	75

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
<p>With the approval of Environmental Science as a full year course, the curriculum and course will need to be developed fully. The curriculum map will be formalized, the assessments will begin to be written, and classroom experiences will be outlined.</p>

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
Collin Voigt Division Chair(s)	Date 2/5/21
Director of Curriculum/Instruction or Personnel	Date

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale 43
Approved with revisions	Total hours approved
District budget hours	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2021 Summer Workshop Proposal**

I. DIRECTIONS
<ul style="list-style-type: none"> ● Proposal(s) for 2021 Summer Workshops must be completed using this form. Save to your file first. ● Division chair submits proposals to Curriculum/Instruction Office by Monday, February 8, 3:00 p.m. ● Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY
A. Division Math/Science	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.) <div style="text-align: center; border: 1px solid black; display: inline-block; padding: 2px;">4</div> of <div style="text-align: center; border: 1px solid black; display: inline-block; padding: 2px;">8</div>
B. Department Science	
III. TITLE AND CRITERIA	
A. Workshop Title Chemistry Lab Safety	B. Funding source(s) and account numbers
B. Selection Criteria Priority	<input type="checkbox"/> Grant Account
<input type="checkbox"/> 1. Approved Curriculum Change	<input checked="" type="checkbox"/> District Budget Account
<input type="checkbox"/> 2. District Goals:	<input type="checkbox"/> Township Initiative
<input checked="" type="checkbox"/> 3. Federal and/or State Mandates:	<input type="checkbox"/> Other

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V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
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NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Amber Beemer		1	5
2. Eric Bjornstad		1	5
3. Jaime Bronuskas		1	5
4. Bruce Falli		1	5
5. Erica Flounders		1	5
6. Michelle Harbin		1	5
7. Colleen Heath		1	5
8. Brain Keller		1	5
9. Serena Lerma		1	5
10. John McKendrick		1	5
11. Loyola Pasiewicz		1	5
TOTALS		11	55

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
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Flinn Scientific offers a 7-hour online training that provides teachers with training and reminders of how to maintain safety for themselves and their students. There is no cost to the training. The description of the course is below.

The goal of the Laboratory Safety Certification Course is to improve your safety awareness and increase your knowledge of relevant safety regulations, practices and procedures that directly impact high school science teachers. The emphasis throughout the course is on best practices as the presenters offer you simple, practical, and effective solutions to solve your laboratory safety problems.

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
<i>Collin Voigt</i> Division Chair(s)	Date <i>2/5/21</i>
Director of Curriculum/Instruction or Personnel	Date

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale 45
Approved with revisions	Total hours approved
District budget hours	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2021 Summer Workshop Proposal**

I. DIRECTIONS
<ul style="list-style-type: none"> Proposal(s) for 2021 Summer Workshops must be completed using this form. Save to your file first. Division chair submits proposals to the Curriculum/Instruction Office by Monday, February 8, 3:00 p.m. Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY
A. Division Math/Science	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.) <div style="text-align: center; border: 1px solid black; display: inline-block; padding: 2px 10px;">5 of 8</div>
B. Department Math	
III. TITLE AND CRITERIA	B. Funding source(s) and account numbers
A. Workshop Title Algebra 1 Curriculum Development	<input type="checkbox"/> Grant Account
B. Selection Criteria Priority	<input checked="" type="checkbox"/> District Budget Account
x 1. Approved Curriculum Change	<input type="checkbox"/> Township Initiative 46
<input type="checkbox"/> 2. District Goals: NCLB & PSAE	<input type="checkbox"/> Other
<input type="checkbox"/> 3. Federal and/or State Mandates: NCLB & PSAE	

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Tamiaka Killins	TBD	5	25
2. Julie Ozols	TBD	5	25
3. Jeremy Vrtis	TBD	5	25
4. Emily Clark	TBD	5	25
5. Kelsey Gacek	TBD	5	25
6. Matt Ranft	TBD	5	25
7. Jill Bober	TBD	5	25
8.			
9.			
10.			
TOTALS		35	175

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
<p>Algebra team members would work together to apply the common skills of Solve, Explain, and Graph and make them explicitly present on their assessments. This would include the further exploration of the math practices and then developing a specific skill progression for the year. Student centered activities would be developed for consistent use in each unit. In addition, the team would work to develop rubrics and exemplars of what "A", "B", "C", etc. quality work will look like.</p>

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
Collin Voigt Division Chair(s)	Date 2/5/21
Director of Curriculum/Instruction or Personnel	Date

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale
Approved with revisions	Total hours approved 47
District budget hours	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2021 Summer Workshop Proposal**

I. DIRECTIONS
<ul style="list-style-type: none"> ● Proposal(s) for 2021 Summer Workshops must be completed using this form. Save to your file first. ● Division chair submits proposals to Curriculum/Instruction Office by Monday, February 8, 3:00 p.m. ● Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY		
A. Division Math/Science	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)		
B. Department Science			
III. TITLE AND CRITERIA	6	of	8
A. Workshop Title Forensics Curriculum Development	B. Funding source(s) and account numbers		
B. Selection Criteria Priority	<input type="checkbox"/> Grant Account		
x 1. Approved Curriculum Change	x District Budget Account		
<input type="checkbox"/> 2. District Goals: NCLB & PSAE	<input type="checkbox"/> Township Initiative		
<input type="checkbox"/> 3. Federal and/or State Mandates: NCLB & PSAE	<input type="checkbox"/> Other 48		

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Angie Patel		5	25
2. Serena Lerma		5	25
3. Leilani Lopez		5	25
4.			
5.			
6.			
7.			
8.			
9.			
10.			
TOTALS		15	75

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
The forensics team would continue to develop and implement materials for this year-two course. Summer work would include the identification of Science and Engineering practices from NGSS that can correspond with skill-based assessments and the creation of case studies that can be used as thematic units.

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
<i>Collin Voigt</i> Division Chair(s)	Date <i>2/5/21</i>
Director of Curriculum/Instruction or Personnel	Date

VIII. CURRICULUM OFFICE USE ONLY		49
Approved as submitted	Not approved with rationale	
Approved with revisions	Total hours approved	
District budget hours	Grant hours	
Other hours	Maximum cost allowable	

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2021 Summer Workshop Proposal**

I. DIRECTIONS
<ul style="list-style-type: none"> Proposal(s) for 2021 Summer Workshops must be completed using this form. Save to your file first. Division chair submits proposals to Curriculum/Instruction Office by Monday, February 8, 3:00 p.m. Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY
A. Division Math/Science	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.) <div style="text-align: center; border: 1px solid black; display: inline-block; padding: 2px 10px;">7 of 8</div>
B. Department Science	
III. TITLE AND CRITERIA	B. Funding source(s) and account numbers
A. Workshop Title Chemistry Lab Summatives	<input type="checkbox"/> Grant Account
B. Selection Criteria Priority	<input checked="" type="checkbox"/> District Budget Account
<input type="checkbox"/> 1. Approved Curriculum Change	<input type="checkbox"/> Township Initiative
<input type="checkbox"/> 2. District Goals: NCLB & PSAE	<input type="checkbox"/> Other
<input type="checkbox"/> 3. Federal and/or State Mandates: NCLB & PSAE	

50

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Amber Beemer		2	10
2. Eric Bjornstad		2	10
3. Jaime Bronuskas		2	10
4. Bruce Falli		2	10
5. Erica Flounders		2	10
6. Michelle Harbin		2	10
7. Colleen Heath		2	10
8. Brian Keller		2	10
9. Serena Lerma		2	10
10. John McKendrick		2	10
11. Loyola Pasiewicz		2	10
TOTALS		22	110

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
<p>In order to provide students with additional ways to demonstrate their knowledge, teachers will create lab assessments that can be used as summatives. Currently, labs are frequently used as formative experiences in which students can discover and explore information. This project would create assessment tasks that expand upon the lab that was performed in class. These lab assessments will have recursive skills that teachers will identify and align to NGSS SEPs. This could include engaging in argument from evidence, developing and using models, and analyzing and interpreting data.</p>

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
<i>Collin Voigt</i> Division Chair(s)	Date 2/5/21
Director of Curriculum/Instruction or Personnel	Date

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale 51
Approved with revisions	Total hours approved
District budget hours	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2021 Summer Workshop Proposal**

I. DIRECTIONS
<ul style="list-style-type: none"> ● Proposal(s) for 2021 Summer Workshops must be completed using this form. Save to your file first. ● Division chair submits proposals to Curriculum/Instruction Office by Monday, February 8, 3:00 p.m. ● Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY
A. Division Math/Science	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)
B. Department Science	
III. TITLE AND CRITERIA	8 of 8
A. Workshop Title AP Biology Training	B. Funding source(s) and account numbers
B. Selection Criteria Priority	<input type="checkbox"/> Grant Account
x 1. Approved Curriculum Change	x District Budget Account
<input type="checkbox"/> 2. District Goals: NCLB & PSAE	<input type="checkbox"/> Township Initiative
<input type="checkbox"/> 3. Federal and/or State Mandates: NCLB & PSAE	<input type="checkbox"/> Other

52

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)			
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. TBD		2	10
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
TOTALS		2	10

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)
To fill a retirement, a new AP Biology teacher would review, prepare and evaluate materials for use.

VII. SIGNATURES AND APPROVAL	
Primary Submitting Teacher(s)	Date
Curriculum Coordinator(s)/Assistant Division Chair(s)	Date
Collin Voigt Division Chair(s)	Date 2/5/21
Director of Curriculum/Instruction or Personnel	Date

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale 53
Approved with revisions	Total hours approved
District budget hours	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2021 Summer Workshop Proposal**

I. DIRECTIONS

- Proposal(s) for 2021 Summer Workshops must be completed using this form. Save to your file first.
- Division chair submits proposals to Curriculum/Instruction Office by Monday, February 8, 3:00 p.m.
- Submit form electronically and in hard copy.

II. DIVISION(S) AND DEPARTMENT(S)	IV. DIVISION CHAIR USE ONLY		
A. Division Physical Welfare	A. Number and priority of department proposals (specify priority order, e.g., 2 of 8, etc.)		
B. Department Physical Education			
III. TITLE AND CRITERIA	1	of	2
A. Workshop Title Sophomore Strength Training	B. Funding source(s) and account numbers		
B. Selection Criteria Priority	<input type="checkbox"/> Grant Account		
<input checked="" type="checkbox"/> 1. Approved Curriculum Change	<input type="checkbox"/> District Budget Account		
<input type="checkbox"/> 2. District Goals: NCLB & PSAE	<input type="checkbox"/> Township Initiative		
<input type="checkbox"/> 3. Federal and/or State Mandates: NCLB & PSAE	<input type="checkbox"/> Other		

54

V. NAME(S), DAYS, DATES, AND HOURS (Provide the names of all faculty, including media specialists, librarians, etc., who will work in this workshop. A typical summer workshop day is 5 hours.)


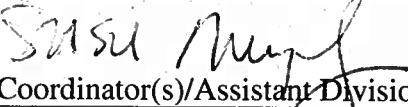
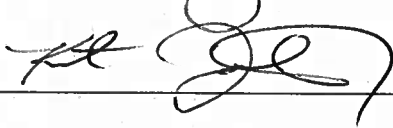
NAMES	DATES	NUMBER OF DAYS	TOTAL HOURS (Days x 5)
1. Bryan Bergman	6/2/21 & 6/3/21	2	10
2. Dan Bielawski	6/2/21 & 6/3/21	2	10
3. Meghan Hutchens	6/2/21 & 6/3/21	2	10
4.			
5.			
6.			
7.			
8.			
9.			
10.			
TOTALS		6	30

VI. SUMMER WORKSHOP DESCRIPTION (In this box, provide a clearly written detailed description of the work to be done, impact on teaching/learning/students, course enrollment, etc.)

While there has been a significant amount of planning that has went into the development of our Sophomore Strength Training Curriculum, it will be important to have dedicated time to take the unit plans and individual lessons that have been developed and ensure they are linked to standards and are assessed in an accurate way. This will be an opportunity to finalize our formative tasks and ensure they are aligned to summative assessments as well as making sure we are providing a consistent curriculum regardless of instructor.

Intended outcomes of this workshop include:

- Sophomore Strength Training curriculum map with common formative tasks and summative assessments that are aligned to standards.
- Sophomore Strength Training syllabus and grading policies
- The development of supplemental learning materials for students in the course and the consistent integration of the formative practices (strong and weak examples of exercises, co-creating success criteria on core lifts, self and peer assessments, etc.)

VII. SIGNATURES AND APPROVAL	
 Primary Submitting Teacher(s)	Date 2-4-21
 Curriculum Coordinator(s)/Assistant Division Chair(s)	Date 2-4-21
 Division Chair(s)	Date 2/4/21
Director of Curriculum/Instruction or Personnel	Date

VIII. CURRICULUM OFFICE USE ONLY	
Approved as submitted	Not approved with rationale
Approved with revisions	Total hours approved 55
District budget hours	Grant hours
Other hours	Maximum cost allowable

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF FEBRUARY 2021 EXPENSES
FOR BOARD OF EDUCATION APPROVAL ON MARCH 15, 2021**

ACCOUNTS PAYABLE	PAID	TOTAL
EDUCATION FUND	\$ 381,026.59	
OPERATIONS BLDG MAINT	\$ 287,502.16	
TRANSPORTATION	<u>\$ 156,893.16</u>	
TOTAL ACCOUNTS PAYABLE		<u>\$ 825,421.91</u>
PAYROLL		
EDUCATION FUND	\$ 3,971,945.27	
OPERATIONS BLDG MAINT	\$ 346,348.87	
IMRF/FICA/MEDICARE	<u>\$ 242,734.84</u>	
TOTAL PAYROLL		<u>\$ 4,561,028.98</u>
TOTAL EXPENDITURES		<u>\$ 5,386,450.89</u>

The Undersigned do hereby certify that the Accounts Payable and Payroll Expenditures in the amount of \$5,386,450.89 were approved for payment at the Lyons Township High School District 204 Board of Education Meeting, Cook County, Illinois held on March 15, 2021 and authorize the School Trustees of Township 38, Range 12 to pay the same.

Thomas W. Cushing, President

Jessica McLean, Secretary

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
FUND BALANCE FINANCIAL REPORT - FISCAL YEAR 2020-21
FOR THE MONTH OF FEBRUARY 2021**

	FUND BALANCE JULY 1, 2020	FISCAL YTD REVENUES	FISCAL YTD EXPENSES	FUND BALANCE
<u>OPERATING FUNDS</u>				
EDUCATION - 10	\$ 29,320,359.87	\$ 38,481,659.85	\$ 35,623,228.71	\$ 32,178,791.01
OPERATIONS & MAINTENANCE - 20	\$ 6,579,347.20	\$ 4,937,488.94	\$ 5,232,247.46	\$ 6,284,588.68
TRANSPORTATION - 40	\$ 1,222,610.09	\$ 2,094,638.04	\$ 565,922.63	\$ 2,751,325.50
IMRF/SOCIAL SECURITY - 50/51	\$ 988,417.54	\$ 1,748,127.18	\$ 1,721,847.76	\$ 1,014,696.96
TOTAL	\$ 38,110,734.70	\$ 47,261,914.01	\$ 43,143,246.56	\$ 42,229,402.15
<u>NON OPERATING FUNDS</u>				
DEBIT SERVICE - 30	\$ 1,363,727.32	\$ 1,464,937.68	\$ 2,388,770.00	\$ 439,895.00
TOTAL	\$ 1,363,727.32	\$ 1,464,937.68	\$ 2,388,770.00	\$ 439,895.00
<u>WORKING CASH</u>				
WORKING CASH - 70	\$ 3,927,981.87	\$ 28,332.18	\$ -	\$ 3,956,314.05
TOTAL	\$ 3,927,981.87	\$ 28,332.18	\$ -	\$ 3,956,314.05
TOTAL	\$ 43,402,443.89	\$ 48,755,183.87	\$ 45,532,016.56	\$ 46,625,611.20

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF REVENUES - FISCAL YEAR 2020-21
FOR THE MONTH OF FEBRUARY 2021**

	BUDGET	MONTHLY REVENUES	FISCAL YTD REVENUES	BUDGET BALANCE	% REALIZED
<u>OPERATING FUNDS</u>					
EDUCATION - 10	\$ 65,647,352.00	\$ 6,523,199.03	\$ 38,481,659.85	\$ 27,165,692.15	58.62%
OPERATIONS & MAINTENANCE - 20	\$ 8,676,047.00	\$ 911,788.73	\$ 4,937,488.94	\$ 3,738,558.06	56.91%
TRANSPORTATION - 40	\$ 3,258,450.00	\$ 253,925.85	\$ 2,094,638.04	\$ 1,163,811.96	64.28%
IMRF/SOCIAL SECURITY - 50/51	\$ 2,933,012.00	\$ 299,615.72	\$ 1,748,127.18	\$ 1,184,884.82	59.60%
TOTAL	\$ 80,514,861.00	\$ 7,988,529.33	\$ 47,261,914.01	\$ 33,252,946.99	58.70%
<u>NON OPERATING FUNDS</u>					
DEBIT SERVICE - 30	\$ 2,566,875.00	\$ 263,257.55	\$ 1,464,937.68	\$ 1,101,937.32	57.07%
TOTAL	\$ 2,566,875.00	\$ 263,257.55	\$ 1,464,937.68	\$ 1,101,937.32	57.07%
<u>WORKING CASH</u>					
WORKING CASH - 70	\$ 7,000.00	\$ -	\$ 28,332.18	\$ (21,332.18)	404.75%
TOTAL	\$ 7,000.00	\$ -	\$ 28,332.18	\$ (21,332.18)	404.75%
TOTAL	\$ 83,088,736.00	\$ 8,251,786.88	\$ 48,755,183.87	\$ 34,333,552.13	58.68%

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF EXPENSES - FISCAL YEAR 2020-21
FOR THE MONTH OF FEBRUARY 2021**

	BUDGET	MONTHLY EXPENSES	FISCAL YTD EXPENSES	BUDGET BALANCE	% REALIZED
<u>OPERATING FUNDS</u>					
EDUCATION - 10	\$ 67,042,311.00	\$ 4,295,600.63	\$ 35,623,228.71	\$ 31,419,082.29	53.14%
OPERATIONS & MAINTENANCE - 20	\$ 9,024,734.00	\$ 633,823.97	\$ 5,232,247.46	\$ 3,792,486.54	57.98%
TRANSPORTATION - 40	\$ 3,258,450.00	\$ 156,893.16	\$ 565,922.63	\$ 2,692,527.37	17.37%
IMRF/SOCIAL SECURITY - 50/51	\$ 3,136,967.00	\$ 242,734.84	\$ 1,721,847.76	\$ 1,415,119.24	54.89%
TOTAL	\$ 82,462,462.00	\$ 5,329,052.60	\$ 43,143,246.56	\$ 39,319,215.44	52.32%
<u>NON OPERATING FUNDS</u>					
DEBIT SERVICE - 30	\$ 2,510,438.00	\$ -	\$ 2,388,770.00	\$ 121,668.00	95.15%
TOTAL	\$ 2,510,438.00	\$ -	\$ 2,388,770.00	\$ 121,668.00	95.15%
<u>WORKING CASH</u>					
WORKING CASH - 70	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL	\$ 84,972,900.00	\$ 5,329,052.60	\$ 45,532,016.56	\$ 39,440,883.44	53.58%

LADSE

SUMMARY OF EXPENSES FOR FEBRUARY 2021 BOARD OF EDUCATION APPROVAL ON MARCH 15TH, 2021

	EXPENSES	EXPENSES FROM REVENUE		TOTAL
EDUCATION FUND	\$ 95,797.23		\$	95,797.23
VOCATIONAL ACTIVITY FUND	\$ -	\$ -	\$	-
TOTAL A/P	\$ 95,797.23	\$ -	\$	95,797.23

PAYROLL				
EDUCATION FUND			\$	1,515,129.42
BOARD SHARE EXPENSES			\$	448,052.60
TOTAL PAYROLL			\$	1,963,182.02

VOCATIONAL FUND				-
BOARD SHARE EXPENSES				-
TOTAL PAYROLL				-

2,058,979

THE UNDERSIGNED DO HEREBY CERTIFY THAT ACCOUNTS PAYABLE LISTINGS AND PAYROLLS IN THE AMOUNT OF \$2,058,979.25 WERE APPROVED FOR PAYMENT AT THE MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT #204, COOK COUNTY, ILLINOIS HELD ON MARCH 15TH, 2021 AND AUTHORIZE THE SCHOOL TRUSTEES OF TOWNSHIP 38, RANGE 12 TO PAY THE SAME.

PRESIDENT

SECRETARY

LADSE

SUMMARY FINANCIAL REPORT OF REVENUE - FEBRUARY 2021

OPERATING FUNDS	BUDGET	TRANSFERS	CURRENT REVENUES	YTD REVENUES	BALANCE	PERCENT REALIZED
EDUCATION FUND	26,669,605	-	438,655	19,142,542	7,527,063	71.78%
VOCATIONAL ACTIVITY FUND	-	-	287	625	(625)	0.00%
TOTAL	26,669,605	-	438,942	19,143,167	7,526,438	71.78%

SUMMARY FINANCIAL REPORT OF EXPENSE - FEBRUARY 2021

OPERATING FUNDS	BUDGET	TRANSFERS	CURRENT EXPENDITURES	YTD EXPENDITURES	UNENCUMBERED BALANCE	PERCENT ENCUMBERED
EDUCATION FUND	26,669,605	-	2,058,979	14,261,793	12,407,811	53.48%
VOCATIONAL ACTIVITY FUND	-	-	-	675	(675)	0.00%
TOTAL	26,669,605	-	2,058,979	14,262,468	12,407,136	53.48%

MONTHLY FUND BALANCE REPORT FOR - FEBRUARY 2021

OPERATING FUNDS	JULY 1ST EQUITY	YEAR TO DATE RECEIPTS	YEAR TO DATE DISBURSEMENTS	BALANCE
EDUCATION FUND	3,479,238	19,142,542	14,261,793	8,359,987
VOCATIONAL ACTIVITY FUND	-	625	675	(50)
TOTAL	3,479,238	19,143,167	14,262,468	8,359,937

LYONS TOWNSHIP HIGH SCHOOL



DISTRICT 204 OFFICES – 100 S. Brainard Ave., LaGrange, IL 60525-2101

• Tel: (708) 579-6456 • Fax: (708) 579-6454 • EMAIL: epiotrowski@lths.net • Website: www.lths.net

EDWARD M. PIOTROWSKI
Director of Human Resources

TO: Timothy B. Kilrea, Superintendent
Board of Education

FROM: Edward M. Piotrowski, Director of Human Resources

DATE: March 15, 2021

RE: Administrative and Certified Employee Recommendations ****REVISED****

Please find below employment recommendations for administrative and certified employees:

- A. **Leave of Absence.** We are recommending the following leaves of absence.
1. **Gjini, Lauren**, Family & Consumer Science, effective May 8, 2021 through October 18, 2021
 2. **Milkert, James**, Social Studies, effective 2021 – 2022 school year

RECOMMENDATION

We recommend the Board approve the leaves of absence as outlined above.

LYONS TOWNSHIP HIGH SCHOOL



DISTRICT 204 OFFICES 100 S. Brainard Ave., LaGrange, IL 60525-2101
• Tel: (708) 579-6456 • Fax: (708) 579-6454 • Email: epiotrowski@lths.net • Website: www.lths.net

EDWARD M. PIOTROWSKI
Director of Human Resources

TO: Timothy B. Kilrea, Superintendent
Board of Education

FROM: Edward M. Piotrowski

DATE: March 15, 2021

RE: Buildings and Grounds, Classified/Non-Contractual, and ParaEducator
Staff Employment Recommendations

REVISED

BACKGROUND

Each month, we bring to the Board recommendations for employment, retirement, leaves of absence, resignations, etc., for the Buildings and Grounds, Classified/Non-Contractual, Classified/Non-Contractual Supervisors and Para Educator employees. Below, please find our March 15, 2021 recommendations for these employee groups.

I. Buildings and Grounds

- A. We recommend the Board of Education approve the following individual's employment.
1. **Diaz, David**, Maintenance, effective February 24, 2021; hourly rate of pay \$24.80.
 2. **Glista, Michael**, Groundskeeper, effective March 2, 2021; hourly rate of pay \$20.40.

II. Classified/Non-Contractual

- A. We recommend the Board of Education approve the following individual's reassignment.
1. **Weiler, Jennifer**, from Administrative Assistant/Testing to Registrar, effective February 18, 2021.

III. Para Educators

- A. We recommend the Board of Education approve the following individual's leave of absence.
1. **Pacheco, Raquel**, Para Educator, effective February 22, 2021 through May 7, 2021.
- B. We recommend the Board of Education approve the following individuals' resignation.
1. **Garrity, Matthew**, Para Educator, effective February 26, 2021.
 2. **Malave, Christopher**, Para Educator, effective March 1, 2021.

RECOMMENDATION:

We recommend that the Board approve the request for employment actions for the individuals as noted above.

1301 W. Cossitt LaGrange, IL 60525
Phone: 708.354.5730 Fax: 708.354.0733 TTY: 708.352.5994
www.ladse.org

Ellie Ambuehl, Ed. D
Executive Director

TO: Dr. Timothy Kilrea, Superintendent

DATE: March 15, 2021

FROM: Ellie Ambuehl, Ed. D

SUBJECT: LADSE Personnel Actions

Background

Each month, we present to the LTHS board recommendations for employment, retirement, leaves of absence, resignations, etc., for LADSE staff. We recommend that the Board approve the following:

Employment Recommendation

Clarissa Koch	1.0 Paraprofessional effective 03/15/2021 at an hourly rate of \$14.71
Milka Hernandez	1.0 Paraprofessional effective 03/15/2021 at an hourly rate of \$14.71

Employment Change in FTE

Leslie Grady	0.84 Permanent Sub RN/Ed. Assistant to 0.87 effective 03/10/2021
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Acceptance of Retirement

Eileen Meyer	0.8 Program Coordinator effective at the end of the 2020-2021 school year
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Acceptance of Leave of Absence

Jaclyn Doss	1.0 School Psychologist effective approximately 08/07/2021
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Supporting education for all children in the community school districts:

53 Butler	94 Komarek	102 LaGrange	107 Pleasantdale
61 Darien	95 Brookfield-LaGrange Park	103 Lyons	204 Lyons Township High School
62 Gower	96 Riverside	105 LaGrange South	208 Riverside Brookfield High School
92 ½ Westchester	101 Western Springs	106 LaGrange Highlands	