



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

**Room 103-104
100 South Brainard Avenue
La Grange, Illinois 60525
Tuesday, February 20, 2024 - 7:00 PM**

A G E N D A

**PLEASE NOTE CLOSED SESSION WILL BEGIN AT 6:00PM and
OPEN SESSION WILL BEGIN AT 7:00PM**

I. OPENING & ROLL CALL

II. AGENDA APPROVAL/ORDER OF BUSINESS

3

III. CLOSED SESSION

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2(c)(1)

IV. PLEDGE OF ALLEGIANCE

V. PUBLIC PARTICIPATION

VI. STUDENT REPRESENTATIVE TO THE BOARD OF EDUCATION REPORT

(Sophia Szymanski)

VII. SUPERINTENDENT'S DISTRICT REPORT

- A. Miscellaneous
- B. Monthly FOIA Report

VIII. NEW BUSINESS

- A. Action
 - 1. Consideration of Donation Agreement

IX. UNFINISHED BUSINESS

- A. Action
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XI. PUBLIC PARTICIPATION

XII. CLOSED SESSION

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2(c)(1)

XIII. ADJOURNMENT

BY ORDER OF
DAWN AUBERT
LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
100 SOUTH BRAINARD AVENUE
LA GRANGE, IL 60525

To: Board of Education
From: Brian Waterman
Date: February 20, 2024
Re: Agenda Approval/Order of Business

Suggested Motion

. . . that the Board of Education approves the agenda as presented.

LYONS TOWNSHIP HIGH SCHOOL

CURRICULUM OFFICE 100 S. Brainard Ave., LaGrange, IL 60525-2101
Tel: (708) 579-6470 E-mail: seggerding@lths.net Website: www.lths.net



SCOTT D. EGGERDING
Director of Curriculum and Instruction

TO: Brian Waterman
Board of Education

FROM: Scott Eggerding

DATE: February 20, 2024

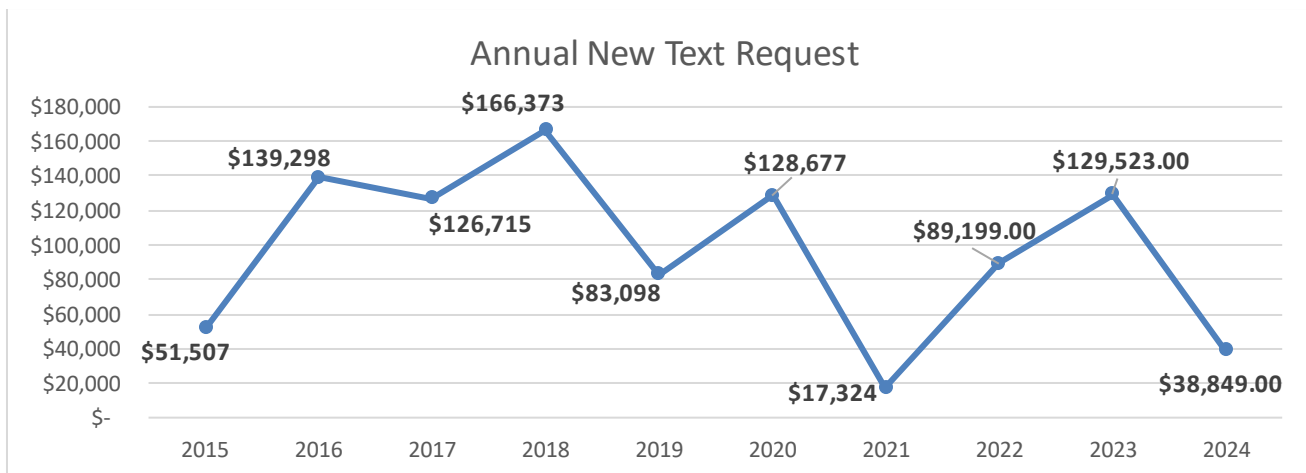
RE: 2024-2025 Instructional Material Change Requests – Second Reading

BACKGROUND

Below and attached, please find the 2024-2025 proposed textbook/instructional material change requests. Some details still need to be finalized, but the amounts for District funded texts will not change significantly. District expenditures are estimated at \$38,849.

Observations:

- All texts that are being replaced are 5 or more years old, indicating that we have maximized the use of previously purchased texts.
- As has been the trend since we purchased Chromebooks, we are including a few new textbooks that include electronic access for students as well as class sets of hardbound books to be used in the classroom.
- For many of the LIFE program “texts,” pricing is based on a subscription that includes online resources, diagnostic assessments, and some print books. The annual fees allow for individualization for the specific needs of each student. This pricing model is different from a traditional textbook purchase.



Text Designation Adoption/Change: The information provided in the attached spreadsheets is sorted by the text designation and includes division, course title, book title, ISBN, unit cost, projected enrollment, and an estimated total item cost to the District. Total costs do not include teacher resource materials unless they are included as part of the package price offered by publishers. All costs are estimated based on enrollment histories, where available. As a reminder, we designate our textbooks based on the following codes:

DT = District Text. These books are purchased by the District and loaned to students. The student textbook fee is used primarily to purchase this kind of textbook.

CS = Class Set. These books are purchased in bundles to be used by an entire class at one time. Some courses choose to have a class set of the hardback textbook while students have a digital version for use at home. Class sets are kept in the classroom and not distributed during book pick-up.

CN = Consumables. Consumables are books purchased by students in addition to their textbook fee. These materials include workbooks and novels that are not returned at the end of the semester. Courses with one-time digital access are also considered consumable.

DRP = Dropped Text. We will no longer purchase or distribute dropped books. The bookstore looks to sell back any remaining books to textbook wholesalers to offset other textbook costs.

Divisional Cost Summary: This page shows the total amount of textbooks requested for 2024-2025 and include those that will be purchased by students and those purchased using District funds.

RECOMMENDATION

I recommend that the Board approve the attached 2024-2025 Instructional Material Change Requests.

Text Adoption/Change by Designation

District Purchased Texts (Purchased by the District and supplemented through the textbook fee)

Division	Course	Text	ISBN	Age of Drop	Designation	Cost per Unit	Enroll	Estimated Cost
FA: World Lang.	Spanish IVH ACP	Exploraciones Curso Intermedio	9781337612487	6	DT	\$171.75	110	\$18,892.50
Special Education	LIFE English, Math, Rdg, Social & Work Skills, Home Living	Unique Learning Systems		N/A	DT	\$754.99 Annually		\$754.99
Special Education	LIFE English, Math, Rdg, Social & Work Skills, Home Living	Transition Assessment and Goal Generator Assessment Suite (TAGG)		N/A	DT	\$2.00/std. Annually	39	\$78.00
Special Education	LIFE English, Math, Rdg, Social & Work Skills, Home Living	SymbolStix Prime		N/A	DT	\$174.99 Annually		\$174.99
Special Education	LIFE English, Math, Rdg, Social & Work Skills, Home Living	Learning Centered Transition Curriculum		N/A	DT	\$950.00 Annually		\$950.00
Special Education	LIFE English, Math, Rdg, Social & Work Skills	The Interception Curriculum Master Bundle		N/A	DT	\$454.00		\$454.00
Special Education	LIFE Social Skills, Work Skills	Everyday Speech		N/A	DT	\$399.00 Annually		\$399.00
Physical Welfare	Lifeguarding	American Red Cross Lifeguarding Manual	9780998374505	N/A	DT	\$0.00	50	\$0.00
Physical Welfare	Exercise Physiology	Physiology of Sport and Exercise	9781718201729	13	DT	\$104.00	100	\$10,400.00

\$32,103.48

Class Sets (Purchased by the District and kept in classrooms)

Division/Dept.	Course	Text	ISBN	Age of Drop	Designation	Cost per Unit	Enroll	Estimated Cost
GS: Business	Fashion Merchandising	In Fashion	9781501362040	N/A	CS	\$110.00	25	\$2,750.00
Special Education	World History Cross Cat & PSD	World History	9780785464051	N/A	CS	N/A	52	\$0.00
Physical Welfare	Intro. to Sports Medicine	Fundamentals of Athletic Training	9781492561491	13	CS	\$79.91	50	\$3,995.50

\$6,745.50

Text Adoption/Change by Designation

Consumables (purchased by students and not returned/sold back to the bookstore)

Division/Dept.	Course	Text	ISBN	Age of Drop	Designation	Cost per Unit	Enroll	Estimated Cost
LAD/English	English Lang. and Comp. AP	In the Time of Butterflies	9781565129764	21	CN	\$11.54	325	\$3,750.50
LAD/English	English IV World Perspectives	Crying in H-Mart	9781984898951	N/A	CN	\$16.00	75	\$1,200.00
LAD/English	English IV World Perspectives	The German Room	9781999859336	N/A	CN			
LAD/English	English IV World Perspectives	They Call Us Enemy	9781603094504	N/A	CN			
LAD/English	English IV World Perspectives	The Things She's Seen	9781984849533	N/A	CN	\$8.52	75	\$639.00

\$5,589.50

Dropped Books

Division/Dept.	Course	Text	ISBN	Age of Drop	Designation	Notes
LAD/English	English Lang. and Comp.	The Awakening	9780486277860	21	DRP	
FA: World Lang.	Spanish IVH ACP	iAnda! Curso Intermedio	9780134293363	5	DRP	
Physical Welfare	Intro to Sports Med	Fundamentals of Athletic Training 3rd. Ed.	9780736083737	13	DRP	
Physical Welfare	Exercise Physiology	Essentials of Exercise Physiology	9781608312672	13	DRP	
Special Education	Social Awareness and Persp.	Socially Curious or Curiously Social	9781936943210	13	DRP	
Special Education	Adv. Soc. Awareness & P-T	Good intentions are NOT Good Enough	9781936943418	13	DRP	
Special Education	English II Cross Categorical	Sunrise Over Fallujah	9780439916257	15	DRP	

Divisional Cost Summary

Division/Dept.	Course	Text	ISBN	Age of Drop	Designation	Cost per Unit	Enrollment	Estimated Cost
LAD/English	English Lang. and Comp. AP	In the Time of Butterflies	9781565129764		CN	\$11.54	325	\$3,750.50
LAD/English	English IV World Perspectives	Crying in H-Mart	9781984898951	N/A	CN	\$16.00	75	\$1,200.00
LAD/English	English IV World Perspectives	The German Room	9781999859336	N/A	CN			
LAD/English	English IV World Perspectives	They Call Us Enemy	9781603094504	N/A	CN			
LAD/English	English IV World Perspectives	The Things She's Seen	9781984849533	N/A	CN	\$8.52	75	\$639.00

Total \$5,589.50

Cost to District \$0.00

Division/Dept.	Course	Text	ISBN	Age of Drop	Designation	Cost per Unit	Enrollment	Estimated Cost
FA: World Lang.	Spanish IVH ACP	Exploraciones Curso Intermedio	9781337612487	6	DT	\$171.75	110	\$18,892.50

Total \$18,892.50

Cost to District \$18,892.50

Division/Dept.	Course	Text	ISBN	Age of Drop	Designation	Cost per Unit	Enrollment	Estimated Cost
GS: Business	Fashion Merchandising	In Fashion	9781501362040	N/A	CS	\$110.00	25	\$2,750.00

Total \$2,750.00

Cost to District \$2,750.00

Division/Dept.	Course	Text	ISBN	Age of Drop	Designation	Cost per Unit	Enrollment	Estimated Cost
Physical Welfare	Intro. to Sports Medicine	Fundamentals of Athletic Training	9781492561491	13	CS	\$79.91	50	\$3,995.50
Physical Welfare	Lifeguarding	American Red Cross Lifeguarding Manual	9780998374505	N/A	DT	\$0.00	50	\$0.00
Physical Welfare	Exercise Physiology	Physiology of Sport and Exercise	9781718201729	13	DT	\$104.00	100	\$10,400.00

Total \$14,395.50

Cost to District \$14,395.50

Divisional Cost Summary

Division/Dept.	Course	Text	ISBN	Age of Drop	Designation	Cost per Unit	Enrollment	Estimated Cost
Special Education	World History Cross Cat & PSD	World History	9780785464051	N/A	CS	N/A	52	\$0.00
Special Education	LIFE English, Math, Rdg, Social & Work Skills, Home Living	Unique Learning Systems			DT	\$754.99 Annually		\$754.99
Special Education	LIFE English, Math, Rdg, Social & Work Skills, Home Living	Transition Assessment and Goal Generator Assessment Suite (TAGG)			DT	\$2.00/std. Annually	39	\$78.00
Special Education	LIFE English, Math, Rdg, Social & Work Skills, Home Living	SymbolStix Prime			DT	\$174.99 Annually		\$174.99
Special Education	LIFE English, Math, Rdg, Social & Work Skills, Home Living	Learning Centered Tansition Curriculum			DT	\$950.00 Annually		\$950.00
Special Education	LIFE English, Math, Rdg, Social & Work Skills	The Interoception Curriculum Master Bundle			DT	\$454.00		\$454.00
Special Education	LIFE Social Skills, Work Skills	Everyday Speech			DT	\$399.00 Annually		\$399.00
Total								\$2,810.98
Cost to District								\$2,810.98

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2024-25 Textbook/Instructional Material Adoption/Change Form

- Teacher(s) submits to Division chairs by Friday, December 1, 3:00 p.m.
- Chairs submit signed forms **and copies of books for Board Room display** by Friday, December 15
- Submit form electronically *and* hard copy (single sided and signed)
- Textbook/Core Reading/Instructional Material Change Requests will be adopted for a 5-year cycle.
- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Fine Arts
Department	World Language
Course Title	Spanish IVH-ACP
Course Number(s)	WL8241/WL8242
Course Level	V
Projected Enrollment for 2024-25	110

II. ADD/DROP YEAR		
	ADD	DRO P
2024-25	X	X
2025-26		
2026-27		

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title	Exploraciones Curso Intermedio	¡Anda! Curso intermedio
Author(s)	Blitt, Casas, Copple	Heining-Boynton, LeLoup & Cowell
Publisher	Cengage	Prentice Hall
Copyright Date/Edition	2 nd Edition 2020	3RD Edition - ©2017
ISBN 13#	9781337612487	
CD Rom Included? ISBN#		
Software ISBN#	EPACK: K12AE EXPLORACIONES CURSO INTERMEDIO + MT 6YR 9780357492048 Net: \$171.75 OR EPACK: K12AE EXPLORACIONES CURSO INTERMEDIO + MT 1YR 9780357492079 Net: \$148.00	MyLaB Spanish—access card package https://www.pearson.com/store/p/-anda-curso-intermedio/P100001429381
Reading Level	Level 4H	
Catalog/Web/Purchase Source	Senior Learning Consultant 480-628-3864	

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE			
Hardback		E-book	x
Hardback w/digital		CD Rom	
Paperback		Website subscription	x
Paperback w/digital	X	Workbook/Lab Manual	x

V. TEACHING MATERIALS (need accurate count)			
Teacher Desk Copies			3
Blackline Masters		Software	
Workbooks/Lab Manuals		Videos	
Annotated Instructor's Edition for Blitt/Casas/Copple's Exploraciones curso intermedio 9781337612517 . Net: \$147.75	3	E-book	
Study Guides		Test Banks	

VI. Comments (Box will expand as needed)

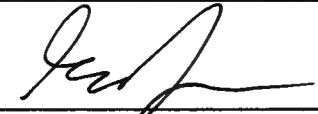

VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)	
DT: District Text adopted for a minimum 5-year cycle	
CS: Class Sets of texts purchased by the District and stored in classrooms	171.75
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	12.00
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	12.00

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

Indiana University has adopted this textbook series for our Spanish 3H and Spanish 4H courses. It was phased into 3H for the 2023-2024 school year and needs to phase into 4H for the 2024-2025 school year.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6.210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations.

1.	Teacher(s) <i>JoEllen Gregie</i>				Date 12/21/2023
2.	Recommend	X	Do Not Recommend	Assistant Division Chair <i>M. Dahl</i>	Date 12/21/2023
3.	Approved	X	Not Approved	Division Chair <i>Gerry James</i> 	Date 12/21/2023
4.	Approved	X	Not Approved	Director of Curriculum and Instruction 	Date <i>1/16/24</i>

IX. FOR BOOKSTORE USE ONLY

A. Projected lifespan of textbook/core reading/instructional material	D. Purchase Source	
B. Pending new editions (if known)	DT (District Rental)	
C. Out of print	CS (District Purchase)	
	CN (Student Purchase)	

- cc: · Director of Curriculum & Instruction
- Division Chair/Assistant Division Chair
- Bookstore

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2024-25 Textbook/Instructional Material Adoption/Change Form

- Teacher(s) submits to Division chairs by Friday, December 1, 3:00 p.m.
- Chairs submit signed forms and copies of books for Board Room display by Friday, December 15
- Submit form electronically *and* hard copy (single sided and signed)
- Textbook/Core Reading/Instructional Material Change Requests will be adopted for a 5-year cycle.
- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Global Studies
Department	Family & Consumer Sciences
Course Title	Fashion Merchandising
Course Number(s)	FC5301 / FC5302
Course Level	IV
Projected Enrollment for 2024-25	24

II. ADD/DROP YEAR		
	ADD	DROP
2024-25	X	
2025-26		
2026-27		

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title	In Fashion	
Author(s)	Elaine Stone and Sheryl A. Farnan	
Publisher	Bloomsbury Publishing	
Copyright Date/Edition	Jan 14 2021 / 4th edition	
ISBN 13#	9781501362040	
CD Rom Included? ISBN#	No	
Software ISBN#		
Reading Level		
Catalog/Web/Purchase Source	https://www.bloomsbury.com/us/in-fashion-9781501362002/	

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE			
Hardback		E-book	
Hardback w/digital	X	CD Rom	
Paperback		Website subscription	
Paperback w/digital		Workbook/Lab Manual	

V. TEACHING MATERIALS (need accurate count)			
Teacher Desk Copies			2
Blackline Masters		Software	X
Workbooks/Lab Manuals		Videos	X
Wraparound Editions		E-book	X
Study Guides	X	Test Banks	

VI. Comments (Box will expand as needed)

VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)

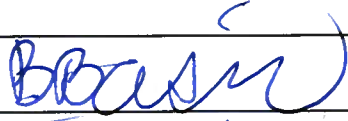



DT: District Text adopted for a minimum 5-year cycle	
CS: Class Sets of texts purchased by the District and stored in classrooms	\$110
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

This class (Fashion Merchandising) and textbook is being added to the APG for the 2024-2025 school year. The course and textbook are aligning with the course at College of DuPage, per dual-credit approval.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6.210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations.

1.	Teacher(s) Kate Mitchell				Assistant Division Chair		Date 12-13-23
2.	Recommend	<input checked="" type="checkbox"/>	Do Not Recommend		Division Chair		Date 12/21/23
3.	Approved	<input checked="" type="checkbox"/>	Not Approved		Director of Curriculum and Instruction		Date 12/21/23
4.	Approved	<input checked="" type="checkbox"/>	Not Approved		Director of Curriculum and Instruction		Date 1/16/24

IX. FOR BOOKSTORE USE ONLY

A. Projected lifespan of textbook/core reading/instructional material	D. Purchase Source	
B. Pending new editions (if known)	DT (District Rental)	
C. Out of print	CS (District Purchase)	
	CN (Student Purchase)	

- cc: • Director of Curriculum & Instruction
 • Division Chair/Assistant Division Chair
 • Bookstore

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2024-25 Textbook/Instructional Material Adoption/Change Form

- Teacher(s) submits to Division chairs by Friday, December 2, 3:00 p.m.
- Chairs submit signed forms and copies of books for Board Room display by Friday, December 16
- Submit form electronically *and* hard copy (single sided and signed)
- Textbook/Core Reading/Instructional Material Change Requests will be adopted for a 5-year cycle.
- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Physical Welfare
Department	Health
Course Title	Introduction to Sports Medicine
Course Number(s)	PE7911/2
Course Level	IV
Projected Enrollment for 2024-25	50

II. ADD/DROP YEAR		
	ADD	DROP
2024-25	x	
2025-26		
2026-27		

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title	Fundamentals of Athletic Training, Fourth Edition	Fundamentals of Athletic Training, Third Edition
Author(s)	Lorin Cartwright, Kimberly Peer	Lorin Cartwright, William Pitney
Publisher		
Copyright Date/Edition	October 19, 2018, 4th Edition	January 11, 2011, 3rd Edition
ISBN 13#	978-1492561491	978-0736083737
CD Rom Included? ISBN#		
Software ISBN#		
Reading Level	18 years and up	
Catalog/Web/Purchase Source	Human Kinetics	

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE			
Hardback	x	E-book	
Hardback w/digital		CD Rom	
Paperback		Website subscription	
Paperback w/digital		Workbook/Lab Manual	

V. TEACHING MATERIALS (need accurate count)		
Teacher Desk Copies		
Blackline Masters	Software	
Workbooks/Lab Manuals	Videos	
Wraparound Editions	E-book	
Study Guides	Test Banks	

VI. Comments (Box will expand as needed)
 \$99.00 per book. Need 60 for 2 complete class sets. \$5940 total.
 All ancillaries are free to course adopters and available at www.HumanKinetics.com/FundamentalsOfAthleticTraining.

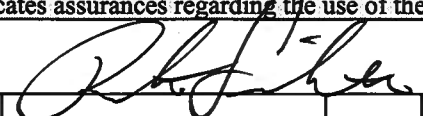
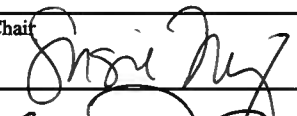
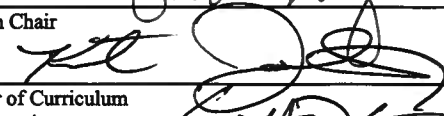

VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)	
DT: District Text adopted for a minimum 5-year cycle	
CS: Class Sets of texts purchased by the District and stored in classrooms	\$79.91
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	\$0.00

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

This textbook is an updated edition. The updated fourth edition presents the latest developments in sports medicine with regards to the prevention, evaluation, treatment, and care of injuries sustained in sports.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6.210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations.

1.	Teacher(s)	<input checked="" type="checkbox"/>		Assistant Division Chair	Date	12/7/23	
2.	Recommend	<input checked="" type="checkbox"/>	Do Not Recommend		Division Chair	Date	12/6/23
3.	Approved	<input checked="" type="checkbox"/>	Not Approved		Director of Curriculum and Instruction	Date	12/6/23
4.	Approved	<input checked="" type="checkbox"/>	Not Approved		Director of Curriculum and Instruction	Date	1/6/24

IX. FOR BOOKSTORE USE ONLY

A. Projected lifespan of textbook/core reading/instructional material	D. Purchase Source	
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- cc: · Director of Curriculum & Instruction
- Division Chair/Assistant Division Chair
- Bookstore

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- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Physical Welfare
Department	Physical Education
Course Title	Lifeguarding
Course Number(s)	PE7606/7
Course Level	III
Projected Enrollment for 2024-25	25 per semester

II. ADD/DROP YEAR		
	ADD	DROP
2024-25	X	
2025-26		
2026-27		

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title	American Red Cross Lifeguarding Manual	
Author(s)	American Red Cross Aquatic Content Team: Barry, Epstein, Harvey, Haynes & Steffens	
Publisher	Stay Well	
Copyright Date/Edition	2017 (new book in 2024...not released yet)	
ISBN 13#	9780998374505	
CD Rom Included? ISBN#	n/a	
Software ISBN#	n/a	
Reading Level	8th grade	
Catalog/Web/Purchase Source	American Red Cross - Item ID 755735	

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE			
Hardback		E-book	
Hardback w/digital		CD Rom	
Paperback	x	Website subscription	
Paperback w/digital		Workbook/Lab Manual	

V. TEACHING MATERIALS (need accurate count)			
Teacher Desk Copies			
Blackline Masters		Software	
Workbooks/Lab Manuals		Videos	
Wraparound Editions		E-book	
Study Guides		Test Banks	

VI. Comments (Box will expand as needed)

Recommending we use the free link the Red Cross provides. Here is a [link to the pdf](#) another instructor sent me to see it. The American Red Cross provides the Instructor with the link to share with students enrolled in the course. This is free and comes without limitation for use. We polled suburban districts that teach this course, only one district (Downers Grove) has students purchase the text (\$34.99). We are recommending following the lead of more than a dozen area schools and giving students the pdf digital version that is free.

VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)	
DT: District Text adopted for a minimum 5-year cycle	\$0
CS: Class Sets of texts purchased by the District and stored in classrooms	
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	\$0
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	\$0

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

This is a new course (rebirth...class was offered in the '70-90's) at LTHS. See Comments section above for additional details/rationale.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6.210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations.

1.	Teacher(s)	<i>Susie Murphy</i>		<i>Susie Murphy</i>	Date	12/15/23
2.	Recommend	<input checked="" type="checkbox"/>	Do Not Recommend	Assistant Division Chair <i>Susie Murphy</i>	<i>Susie Murphy</i>	Date 12/15/23
3.	Approved	<input checked="" type="checkbox"/>	Not Approved	Division Chair <i>Kurt Johns</i>	<i>Kurt Johns</i>	Date 12/15/23
4.	Approved	<input checked="" type="checkbox"/>	Not Approved	Director of Curriculum and Instruction	<i>[Signature]</i>	Date 1/16/24

IX. FOR BOOKSTORE USE ONLY

A. Projected lifespan of textbook/core reading/instructional material	D. Purchase Source	
B. Pending new editions (if known)	DT (District Rental)	
C. Out of print	CS (District Purchase)	
	CN (Student Purchase)	

- cc: · Director of Curriculum & Instruction
- Division Chair/Assistant Division Chair
- Bookstore

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2024-25 Textbook/Instructional Material Adoption/Change Form

- Teacher(s) submits to Division chairs by Friday, December 2, 3:00 p.m.
- Chairs submit signed forms and copies of books for Board Room display by Friday, December 16
- Submit form electronically *and* hard copy (single sided and signed)
- Textbook/Core Reading/Instructional Material Change Requests will be adopted for a 5-year cycle.
- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Physical Welfare
Department	Physical Education
Course Title	Exercise Physiology
Course Number(s)	Fall PE7811; Spring PE7812
Course Level	Level: IV
Projected Enrollment for 2024-25	100

II. ADD/DROP YEAR		
	ADD	DROP
2024-25	x	
2025-26		
2026-27		

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title	Physiology of Sport and Exercise	Essentials of Exercise Physiology
Author(s)	Kenney, Wilmore and Costill	Katch, McArdle, Katch
Publisher	Human Kinetics	Wolters Kluwer; Lippincott, Williams & Wilkins
Copyright Date/Edition	2022, Eighth Edition	2011
ISBN 13#	978-1-7182-0172-9	978-1-60831-267-2 (paper)
CD Rom Included? ISBN#		
Software ISBN# (Ancillaries)	ISBN 978-1-7182-0268-9	
Reading Level	College Undergraduate	College Undergraduate
Catalog/Web/Purchase Source	Human Kinetics	Wolters Kluwer

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE			
Hardback		E-book	
Hardback w/digital		CD Rom	
Paperback		Website subscription	
Paperback w/digital	X	Workbook/Lab Manual	

V. TEACHING MATERIALS (need accurate count)			
Teacher Desk Copies			2
Blackline Masters		Software	
Workbooks/Lab Manuals	1	Videos	1
Wraparound Editions		E-book	
Study Guides	1	Test Banks	1
Presentation Package	1		

VI. Comments (Box will expand as needed)

We could go Paperback (\$104); the Hardcopy version is \$159. The current text we have used as a classroom set is paperback.

In the past 10+ years, we have used the text as a classroom set. We often have multiple sections per semester of Exercise Physiology. We are hoping to make this a text where all students have their own copy.

All ancillaries are free to adopting instructors through [HKPropel](#). According to their website!

Instructor guide. Includes a sample syllabus, selected Internet links, and a set of eight laboratory exercises. Each chapter guide begins with an overview of the book learning cycle and includes a detailed lecture outline, student assignments, an overview of the online chapter activities, and an overview of the available multimedia content.

Test package. Features a bank of more than 1,600 questions, including true-false, fill-in-the-blank, essay and short-answer, and multiple-choice questions. The files may be downloaded for integration with a learning management system or printed as paper-based tests. Instructors may also create their own customized quizzes or tests from the test

bank questions to assign to students directly through *HKPropel*. Multiple-choice and true-false questions are automatically graded, and student scores can be reviewed by instructors in the platform.

Chapter quizzes. Contains ready-made quizzes to help instructors assess students' comprehension of the most important concepts in each chapter. Each quiz contains 10- 11 questions per chapter that may be downloaded or assigned to students directly through *HKPropel*. The chapter assessments are automatically graded, and student scores can be reviewed by instructors in the platform.

Presentation package. Includes more than 1,200 PowerPoint slides of text, photos, and artwork from the book that instructors can use for class discussion and illustration. The slides in the presentation package can be used directly in PowerPoint or printed to make handouts for students. Instructors can easily add, modify, and rearrange the order of the slides as well as search for slides based on key words.

Image bank. Includes most of the illustrations, content photos, and tables from the text, sorted by chapter. These can be used in developing a customized presentation based on specific course requirements.

The presentation package plus image bank is also available for purchase • ISBN 978-1-7182-0268-9

VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)	
DT: District Text adopted for a minimum 5-year cycle	\$104
CS: Class Sets of texts purchased by the District and stored in classrooms	
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	\$0.00

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

LINK to publisher information page.

For a variety of reasons, including the COVID pause, this request is well beyond the 5 year cycle with the current text having a Copyright of 2011. The book we would like to change to Physiology of Sport and Exercise by Keney, Wilmore and Costill, is one we used in an earlier edition form two cycles ago (maybe 2004-2012 or so). This book is preferred based on its readability and ease of understanding. This is difficult material and not found at a high school text level. Using this undergraduate resource has better learning aids including the graphs and photographic pictures, displays and tables. The review boxes in the chapters also help students focus on important concepts. Each chapter ends with s series of study questions and terminology to offer opportunities for self-assessment.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6.210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations.

1.	Teacher(s)	<i>Susie Murphy Susie Murphy Katie Meyers</i>			Date 12/1/23
2.	Recommend	<input checked="" type="checkbox"/>	Do Not Recommend	Assistant Division Chair	Date 12/1/23
3.	Approved	<input checked="" type="checkbox"/>	Not Approved	Division Chair	Date 12/6/23
4.	Approved	<input checked="" type="checkbox"/>	Not Approved	Director of Curriculum and Instruction	Date 1/16/24

IX. FOR BOOKSTORE USE ONLY

A. Projected lifespan of textbook/core reading/instructional material	D. Purchase Source	
B. Pending new editions (if known)	DT (District Rental)	
C. Out of print	CS (District Purchase)	
	CN (Student Purchase)	

- cc: · Director of Curriculum & Instruction
- Division Chair/Assistant Division Chair
- Bookstore

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2024-25 Textbook/Instructional Material Adoption/Change Form

- Teacher(s) submits to Division chairs by Friday, December 1, 3:00 p.m.
- Chairs submit signed forms and copies of books for Board Room display by Friday, December 15
- Submit form electronically and hard copy (single sided and signed)
- Textbook/Core Reading/Instructional Material Change Requests will be adopted for a 5-year cycle.
- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Language Arts
Department	English
Course Title	English Language and Composition
Course Number(s)	LA8311
Course Level	AP
Projected Enrollment for 2024-25	325

II. ADD/DROP YEAR		
	ADD	DROP
2024-25	x	x
2025-26		
2026-27		

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title	In the Time of the Butterflies	Awakening
Author(s)	Julia Alvarez	Kate Chopin
Publisher	Algonquin Books	
Copyright Date/Edition	Reprint edition (January 12, 2010)	
ISBN 13#	978-1565129764	
CD Rom Included? ISBN#		
Software ISBN#		
Reading Level	Lexile 910	Lexile 960
Catalog/Web/Purchase Source	Amazon	

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE			
Hardback		E-book	
Hardback w/digital		CD Rom	
Paperback	X	Website subscription	
Paperback w/digital		Workbook/Lab Manual	

V. TEACHING MATERIALS (need accurate count)			
Teacher Desk Copies			
Blackline Masters		Software	
Workbooks/Lab Manuals		Videos	
Wraparound Editions		E-book	
Study Guides		Test Banks	

VI. Comments (Box will expand as needed)

VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)	
DT: District Text adopted for a minimum 5-year cycle	
CS: Class Sets of texts purchased by the District and stored in classrooms	
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	\$11.54
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	\$64.04

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

The English III AP teaching team would like to replace *The Awakening* by Kate Chopin with *In the Time of the Butterflies* by Julia Alvarez. This change not only will provide students with a novel written by a Latina author but will expose students to a text that better addresses the themes and technical components of the course.

Our major theme in the first semester is the relationship between the individual and the state. The following are the thematic connections we see in the novel:

- The idea of standing your ground even if it goes against the state (Civil Disobedience)
- The effect gender has within a patriarchal, repressive state
- The commitment to independence from prevailing norms
- The deeper investigation into the cultural hegemony of "individualism" brought forth by the transcendentalists: When is the collective worth losing your life for?
- The struggle to answer the question of "To whom or to what do you owe your life?"

The following are main connections we see to the discipline of rhetoric in our course:

- *Butterflies* allows us to teach point of view more directly due to the multiple perspectives in the book.
- It is grounded in a real story, so it lends itself to pairing with nonfiction texts/maps/charts, which is one of the goals of the course.
- It allows us to explore how an author shapes fiction from history.

Additionally, we see the novel's relevance to the current rise in authoritarianism throughout the world; this novel will allow us to engage the students in the climate they face and how to make sense of it.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6.210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations.

1.	Teacher(s) <i>Ryan Darrak</i> <i>Bill Wesley</i> <i>Nicole Lombardi</i>					Date 11-30-23
2.	Recommend	<input checked="" type="checkbox"/>	Do Not Recommend		Assistant Division Chair <i>Toby Casella</i>	Date 11-30-2023
3.	Approved	<input checked="" type="checkbox"/>	Not Approved		Division Chair <i>Karen Raino</i>	Date 11.29.23
4.	Approved	<input checked="" type="checkbox"/>	Not Approved		Director of Curriculum and Instruction <i>Scott Segal</i>	Date <i>4/16/24</i>

IX. FOR BOOKSTORE USE ONLY

22

A. Projected lifespan of textbook/core reading/instructional material

D. Purchase Source

B. Pending new editions (if known)	DT (District Rental)	
C. Out of print	CS (District Purchase)	
	CN (Student Purchase)	

cc: · Director of Curriculum & Instruction

· Division Chair/Assistant Division Chair

· Bookstore

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2024-25 Textbook/Instructional Material Adoption/Change Form

- Teacher(s) submits to Division chairs by Friday, December 3, 3:00 p.m.
- Chairs submit signed forms **and copies of books for Board Room display** by Friday, December 15
- Submit form electronically *and* hard copy (single sided and signed)
- Textbook/Core Reading/Instructional Material Change Requests will be adopted for a 5-year cycle.
- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Language Arts
Department	English
Course Title	English IV: World Perspectives
Course Number(s)	LA5231, LA5232
Course Level	Prep
Projected Enrollment for 2024-25	75

II. ADD/DROP YEAR		
	ADD	DROP
2024-25	x	
2025-26		
2026-27		

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title	<i>Crying in H-Mart</i>	
Author(s)	Michelle Zauner	
Publisher	Alfred A. Knopf	
Copyright Date/Edition	2021	
ISBN 13#	978-1984898951	
CD Rom Included? ISBN#		
Software ISBN#		
Reading Level		
Catalog/Web/Purchase Source		

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE			
Hardback		E-book	
Hardback w/digital		CD Rom	
Paperback	x	Website subscription	
Paperback w/digital		Workbook/Lab Manual	

V. TEACHING MATERIALS (need accurate count)			
Teacher Desk Copies			
Blackline Masters		Software	
Workbooks/Lab Manuals		Videos	
Wraparound Editions		E-book	
Study Guides		Test Banks	

VI. Comments (Box will expand as needed)


VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)	
DT: District Text adopted for a minimum 5-year cycle	
CS: Class Sets of texts purchased by the District and stored in classrooms	
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	\$16.00
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	\$42.77

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

In order to increase student engagement in the curriculum, the team would like to expand the first semester options. Currently all students read *The Distance Between Us* by Reyna Grande. That will remain an option, but we would like to offer more student choice through other titles like this one. All the texts are thematically linked by themes of migration, adaptation, and identity. This novel embraces an insight into the Japanese-American experience, allows for diverse perspectives, addresses human rights and social justices, and is applicable to several contemporary issues.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6.210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations.

1.	Teacher(s)	Cynthia Adamson; Kari Karubas		Date	12.01.23
2.	Recommend	<input checked="" type="checkbox"/>	Do Not Recommend	Assistant Division Chair Toby Casella	Date 12.8.23
3.	Approved	<input checked="" type="checkbox"/>	Not Approved	Division Chair Karen Raino	Date 12.8.23
4.	Approved	<input checked="" type="checkbox"/>	Not Approved	Director of Curriculum and Instruction 	Date 1/16/24

IX. FOR BOOKSTORE USE ONLY

A. Projected lifespan of textbook/core reading/instructional material	D. Purchase Source	
B. Pending new editions (if known)	DT (District Rental)	
C. Out of print	CS (District Purchase)	
	CN (Student Purchase)	

- cc: · Director of Curriculum & Instruction
- Division Chair/Assistant Division Chair
- Bookstore

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2024-25 Textbook/Instructional Material Adoption/Change Form

- Teacher(s) submits to Division chairs by Friday, December 3, 3:00 p.m.
- Chairs submit signed forms **and copies of books for Board Room display** by Friday, December 15
- Submit form electronically *and* hard copy (single sided and signed)
- Textbook/Core Reading/Instructional Material Change Requests will be adopted for a 5-year cycle.
- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Language Arts
Department	English
Course Title	English IV: World Perspectives
Course Number(s)	LA5231, LA5232
Course Level	Prep
Projected Enrollment for 2024-25	75

II. ADD/DROP YEAR		
	ADD	DROP
2024-25	x	
2025-26		
2026-27		

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title	<i>The German Room</i>	
Author(s)	Carla Maliandi	
Publisher	Charco Press	
Copyright Date/Edition	2024	
ISBN 13#	978-1999859336	
CD Rom Included? ISBN#		
Software ISBN#		
Reading Level		
Catalog/Web/Purchase Source		

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE		
Hardback		E-book
Hardback w/digital		CD Rom
Paperback	x	Website subscription
Paperback w/digital		Workbook/Lab Manual

V. TEACHING MATERIALS (need accurate count)		
Teacher Desk Copies		
Blackline Masters		Software
Workbooks/Lab Manuals		Videos
Wraparound Editions		E-book
Study Guides		Test Banks

VI. Comments (Box will expand as needed)

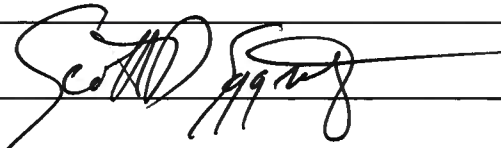
VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)	
DT: District Text adopted for a minimum 5-year cycle	
CS: Class Sets of texts purchased by the District and stored in classrooms	
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	\$16.00
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	\$42.77

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

In order to increase student engagement in the curriculum, the team would like to expand the first semester options. Currently all students read *The Distance Between Us* by Reyna Grande. That will remain an option, but we would like to offer more student choice through other titles like this one. All the texts are thematically linked by themes of migration, adaptation, and identity. Themes of cultural sensitivity, immigration, multicultural perspectives, and a relevance of contemporary issues exist in this novel.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6.210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations.

1.	Teacher(s)	Cynthia Adamson; Kari Karubas		Date	12.01.23
2.	Recommend	<input checked="" type="checkbox"/>	Do Not Recommend	Assistant Division Chair	Toby Casella Date 12.8.23
3.	Approved	<input checked="" type="checkbox"/>	Not Approved	Division Chair	Karen Raino Date 12.8.23
4.	Approved	<input checked="" type="checkbox"/>	Not Approved	Director of Curriculum and Instruction	 Date 1/16/24

IX. FOR BOOKSTORE USE ONLY

A. Projected lifespan of textbook/core reading/instructional material	D. Purchase Source	
B. Pending new editions (if known)	DT (District Rental)	
C. Out of print	CS (District Purchase)	
	CN (Student Purchase)	

- cc: · Director of Curriculum & Instruction
- Division Chair/Assistant Division Chair
- Bookstore

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2024-25 Textbook/Instructional Material Adoption/Change Form

- Teacher(s) submits to Division chairs by Friday, December 3, 3:00 p.m.
- Chairs submit signed forms and copies of books for Board Room display by Friday, December 15
- Submit form electronically and hard copy (single sided and signed)
- Textbook/Core Reading/Instructional Material Change Requests will be adopted for a 5-year cycle.
- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Language Arts
Department	English
Course Title	English IV: World Perspectives
Course Number(s)	LA5231, LA5232
Course Level	Prep
Projected Enrollment for 2024-25	75

II. ADD/DROP YEAR		
	ADD	DROP
2024-25	x	
2025-26		
2026-27		

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title	<i>They Called Us Enemy</i>	
Author(s)	George Takei, Justin Eisinger, Steven Scott	
Publisher	Top Shelf Publishers	
Copyright Date/Edition	2019	
ISBN 13#	978-1-60309-450-4	
CD Rom Included? ISBN#		
Software ISBN#		
Reading Level	GN680L	
Catalog/Web/Purchase Source		

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE		
Hardback		E-book
Hardback w/digital		CD Rom
Paperback	x	Website subscription
Paperback w/digital		Workbook/Lab Manual

V. TEACHING MATERIALS (need accurate count)		
Teacher Desk Copies		
Blackline Masters		Software
Workbooks/Lab Manuals		Videos
Wraparound Editions		E-book
Study Guides		Test Banks

VI. Comments (Box will expand as needed)

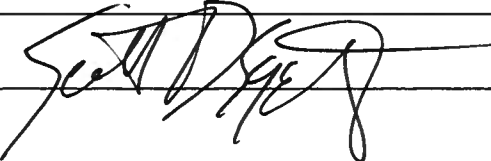
VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)	
DT: District Text adopted for a minimum 5-year cycle	
CS: Class Sets of texts purchased by the District and stored in classrooms	
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	16.00
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	\$42.77

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

In order to increase student engagement in the curriculum, the team would like to expand the first semester options. Currently all students read *The Distance Between Us* by Reyna Grande. That will remain an option, but we would like to offer more student choice through other titles like this one. All the texts are thematically linked by themes of migration, adaptation, and identity.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6.210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations.

1.	Teacher(s)	Cynthia Adamson;	Kari Karubas	Date	12.01.23
2.	Recommend	<input checked="" type="checkbox"/> Do Not Recommend	Assistant Division Chair Toby Casella	Date	12.8.23
3.	Approved	<input checked="" type="checkbox"/> Not Approved	Division Chair Karen Raino	Date	12.8.23
4.	Approved	<input checked="" type="checkbox"/> Not Approved	Director of Curriculum and Instruction 	Date	4/16/24

IX. FOR BOOKSTORE USE ONLY

A. Projected lifespan of textbook/core reading/instructional material	D. Purchase Source	
B. Pending new editions (if known)	DT (District Rental)	
C. Out of print	CS (District Purchase)	
	CN (Student Purchase)	

- cc: · Director of Curriculum & Instruction
- Division Chair/Assistant Division Chair
- Bookstore

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2024-25 Textbook/Instructional Material Adoption/Change Form**

- Teacher(s) submits to Division chairs by Friday, December 3, 3:00 p.m.
- Chairs submit signed forms and copies of books for Board Room display by Friday, December 15
- Submit form electronically *and* hard copy (single sided and signed)
- Textbook/Core Reading/Instructional Material Change Requests will be adopted for a 5-year cycle.
- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Language Arts
Department	English
Course Title	English IV: World Perspectives
Course Number(s)	LA5231, LA5232
Course Level	Prep
Projected Enrollment for 2024-25	75

II. ADD/DROP YEAR		
	ADD	DROP
2024-25	x	
2025-26		
2026-27		

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title	<i>The Things She's Seen</i>	
Author(s)	Ambelin Kwaymullina	
Publisher	Ember	
Copyright Date/Edition	2021	
ISBN 13#	978-1984849533	
CD Rom Included? ISBN#		
Software ISBN#		
Reading Level	HL590L	
Catalog/Web/Purchase Source		

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE			
Hardback		E-book	
Hardback w/digital		CD Rom	
Paperback	x	Website subscription	
Paperback w/digital		Workbook/Lab Manual	

V. TEACHING MATERIALS (need accurate count)			
Teacher Desk Copies			
Blackline Masters		Software	
Workbooks/Lab Manuals		Videos	
Wraparound Editions		E-book	
Study Guides		Test Banks	

VI. Comments (Box will expand as needed)

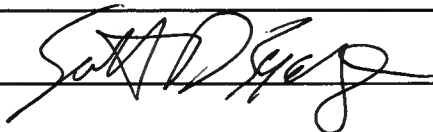
VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)	
DT: District Text adopted for a minimum 5-year cycle	
CS: Class Sets of texts purchased by the District and stored in classrooms	
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	\$8.52
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	\$42.77

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

In order to increase student engagement in the curriculum, the team would like to expand the genres studied in the course. This novel weaves together a murder mystery, a ghost story, and a statement about how crimes against indigenous people, especially women, are not adequately investigated. It is a high interest and accessible read that allows for multiple non-fiction, supplemental experiences as well. The novel is culturally diverse, has global relevance, promotes critical thinking and empathy, and has a literary merit for this grade level.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6.210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations.

1.	Teacher(s)	Cynthia Adamson; Kari Karubas		Date	12.01.23
2.	Recommend	<input checked="" type="checkbox"/>	Do Not Recommend	Assistant Division Chair	TOBY CASELLA Date 12.8.23
3.	Approved	<input checked="" type="checkbox"/>	Not Approved	Division Chair	Karen Raino Date 12.8.23
4.	Approved	<input checked="" type="checkbox"/>	Not Approved	Director of Curriculum and Instruction	 Date 1/16/24

IX. FOR BOOKSTORE USE ONLY

A. Projected lifespan of textbook/core reading/instructional material	D. Purchase Source	
B. Pending new editions (if known)	DT (District Rental)	
C. Out of print	CS (District Purchase)	
	CN (Student Purchase)	

- cc: · Director of Curriculum & Instruction
- Division Chair/Assistant Division Chair
- Bookstore

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2024-25 Textbook/Instructional Material Adoption/Change Form**

- Teacher(s) submits to Division chairs by Friday, December 1, 3:00 p.m.
- Chairs submit signed forms and copies of books for Board Room display by Friday, December 15
- Submit form electronically *and* hard copy (single sided and signed)
- Textbook/Core Reading/Instructional Material Change Requests will be adopted for a 5-year cycle.
- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Special Education
Department	Special Education
Course Title	World History CC, PSD
Course Number(s)	IP2816/7, IP2826/7
Course Level	III
Projected Enrollment for 2024-25	52

II. ADD/DROP YEAR		
	ADD	DRO P
2024-25		
2025-26		
2026-27		

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title	World History	
Author(s)	Wayne E. King & Marcel Lewinski	
Publisher	Pearson AGS Globe	
Copyright Date/Edition	2008	
ISBN 13#	978-0-7854-6405-1	
CD Rom Included? ISBN#	No	
Software ISBN#	N/A	
Reading Level		
Catalog/Web/Purchase Source		

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE			
Hardback	X	E-book	
Hardback w/digital		CD Rom	
Paperback		Website subscription	
Paperback w/digital		Workbook/Lab Manual	

V. TEACHING MATERIALS (need accurate count)			
Teacher Desk Copies			
Blackline Masters		Software	
Workbooks/Lab Manuals		Videos	
Wraparound Editions		E-book	
Study Guides		Test Banks	

VI. Comments (Box will expand as needed)

The request is to **change from individual student copies to class sets**. No additional textbooks will need to be purchased.

VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)

DT: District Text adopted for a minimum 5-year cycle	
CS: Class Sets of texts purchased by the District and stored in classrooms	
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

This textbook has previously been approved and is currently utilized in the World History Cross-Categorical classes. The request is to shift to a class set, as this more appropriately aligns with how the text is integrated into the courses.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6.210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations.

1.	Teacher(s)				Assistant Division Chair	Date
2.	Recommend		Do Not Recommend			Date
3.	Approved	X	Not Approved		Division Chair <i>Melissa Moore</i>	Date 1/16/24
4.	Approved	X	Not Approved		Director of Curriculum and Instruction <i>Scott Smith</i>	Date 4/16/24

IX. FOR BOOKSTORE USE ONLY

A. Projected lifespan of textbook/core reading/instructional material	D. Purchase Source	
B. Pending new editions (if known)	DT (District Rental)	
C. Out of print	CS (District Purchase)	
	CN (Student Purchase)	

- cc: Director of Curriculum & Instruction
 Division Chair/Assistant Division Chair
 Bookstore

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2024-25 Textbook/Instructional Material Adoption/Change Form

- Teacher(s) submits to Division chairs by Friday, December 1, 3:00 p.m.
- Chairs submit signed forms and copies of books for Board Room display by Friday, December 15
- Submit form electronically and hard copy (single sided and signed)
- Textbook/Core Reading/Instructional Material Change Requests will be adopted for a 5-year cycle.
- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Special Education
Department	Special Education
Course Title	Social Awareness and Perspective-Taking
Course Number(s)	IP2396/IP2397
Course Level	
Projected Enrollment for 2024-25	23

II. ADD/DROP YEAR		
	ADD	DRO P
2024-25		X
2025-26		X
2026-27		X

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title		Socially Curious or Curiously Social
Author(s)		Michelle Garcia Winner and Pamela Crooke
Publisher		Think Social Publishing, Inc.
Copyright Date/Edition		2011
ISBN 13#		ISBN: 9781936943210
CD Rom Included? ISBN#		
Software ISBN#		
Reading Level		
Catalog/Web/Purchase Source		www.socialthinking.com

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE			
Hardback		E-book	
Hardback w/digital		CD Rom	
Paperback		Website subscription	
Paperback w/digital		Workbook/Lab Manual	

V. TEACHING MATERIALS (need accurate count)			
Teacher Desk Copies			
Blackline Masters		Software	
Workbooks/Lab Manuals		Videos	
Wraparound Editions		E-book	
Study Guides		Test Banks	

VI. Comments (Box will expand as needed)



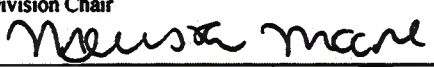

VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)	
DT: District Text adopted for a minimum 5-year cycle	
CS: Class Sets of texts purchased by the District and stored in classrooms	
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

This book no longer meets the needs of my students, so I am requesting that it be removed as a required instructional material for the course.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6:210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations.

1.	Teacher(s): Allyson Voss				Date	8/24/23	
2.	Recommend	<input checked="" type="checkbox"/>	Do Not Recommend	Assistant Division Chair		Date	8-29-23
3.	Approved	<input checked="" type="checkbox"/>	Not Approved	Division Chair		Date	8/29/23
4.	Approved	<input checked="" type="checkbox"/>	Not Approved	Director of Curriculum and Instruction		Date	1/16/24

IX. FOR BOOKSTORE USE ONLY

A. Projected lifespan of textbook/core reading/instructional material	D. Purchase Source	
B. Pending new editions (if known)	DT (District Rental)	
C. Out of print	CS (District Purchase)	
	CN (Student Purchase)	

- cc: • Director of Curriculum & Instruction
- Division Chair/Assistant Division Chair
- Bookstore

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2024-25 Textbook/Instructional Material Adoption/Change Form**

- Teacher(s) submits to Division chairs by Friday, December 1, 3:00 p.m.
- Chairs submit signed forms and copies of books for Board Room display by Friday, December 15
- Submit form electronically *and* hard copy (single sided and signed)
- Textbook/Core Reading/Instructional Material Change Requests will be adopted for a 5-year cycle.
- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Special Education
Department	Special Education
Course Title	Advanced Social Awareness and Perspective-Taking
Course Number(s)	IP2391/IP2392
Course Level	
Projected Enrollment for 2024-25	5

II. ADD/DROP YEAR		
	ADD	DROP
2024-25		X
2025-26		X
2026-27		X

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title		Good Intentions are NOT Good Enough
Author(s)		Michelle Garcia Winner and Pamela Crooke
Publisher		Think Social Publishing, Inc.
Copyright Date/Edition		2011
ISBN 13#		ISBN: 9781936943418
CD Rom Included? ISBN#		
Software ISBN#		
Reading Level		
Catalog/Web/Purchase Source		www.socialthinking.com

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE			
Hardback		E-book	
Hardback w/digital		CD Rom	
Paperback		Website subscription	
Paperback w/digital		Workbook/Lab Manual	

V. TEACHING MATERIALS (need accurate count)			
Teacher Desk Copies			
Blackline Masters		Software	
Workbooks/Lab Manuals		Videos	
Wraparound Editions		E-book	
Study Guides		Test Banks	

VI. Comments (Box will expand as needed)



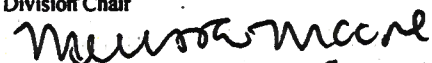
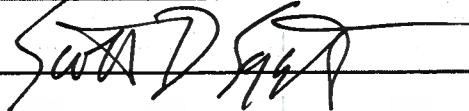
VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)	
DT: District Text adopted for a minimum 5-year cycle	
CS: Class Sets of texts purchased by the District and stored in classrooms	
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

This book no longer meets the needs of my students, so I am requesting that it be removed as a required instructional material for the course.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6.210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations:

1.	Teacher(s): Allyson Voss				Date	8/24/23	
2.	Recommend	<input checked="" type="checkbox"/>	Do Not Recommend	Assistant Division Chair		Date	8-29-23
3.	Approved	<input checked="" type="checkbox"/>	Not Approved	Division Chair		Date	8/29/23
4.	Approved	<input checked="" type="checkbox"/>	Not Approved	Director of Curriculum and Instruction		Date	1/6/24

IX. FOR BOOKSTORE USE ONLY

A. Projected lifespan of textbook/core reading/instructional material	D. Purchase Source	
B. Pending new editions (if known)	DT (District Rental)	
C. Out of print	CS (District Purchase)	
	CN (Student Purchase)	

- cc: • Director of Curriculum & Instruction
- Division Chair/Assistant Division Chair
- Bookstore

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2024-25 Textbook/Instructional Material Adoption/Change Form**

- Teacher(s) submits to Division chairs by Friday, December 1, 3:00 p.m.
- Chairs submit signed forms and copies of books for Board Room display by Friday, December 15
- Submit form electronically *and* hard copy (single sided and signed)
- Textbook/Core Reading/Instructional Material Change Requests will be adopted for a 5-year cycle.
- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Special Education
Department	Special Education
Course Title	English II Cross-Categorical
Course Number(s)	IP2226/7
Course Level	Level III
Projected Enrollment for 2024-25	39

II. ADD/DROP YEAR		
	ADD	DRO P
2024-25		X
2025-26		X
2026-27		X

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title		Sunrise Over Fallujah
Author(s)		Walter Dean Myers
Publisher		Scholastic Press
Copyright Date/Edition		4/15/09
ISBN 13#		978-0439916257
CD Rom Included? ISBN#		No
Software ISBN#		No
Reading Level		780 Lexile
Catalog/Web/Purchase Source		

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE			
Hardback		E-book	
Hardback w/digital		CD Rom	
Paperback	X	Website subscription	
Paperback w/digital		Workbook/Lab Manual	

V. TEACHING MATERIALS (need accurate count)			
Teacher Desk Copies			2
Blackline Masters		Software	
Workbooks/Lab Manuals		Videos	
Wraparound Editions		E-book	
Study Guides		Test Banks	

VI. Comments (Box will expand as needed)

VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)	
DT: District Text adopted for a minimum 5-year cycle	
CS: Class Sets of texts purchased by the District and stored in classrooms	
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

The request to remove *Sunrise Over Fallujah* is due to the needs of the special education students within the English II classrooms. The removal of this novel will allow more usage of short stories and would better support the growth towards the students' IEP goals. Additionally, with the SAT moving to shorter passages, this will allow students to be better prepared for analytical reading of shorter passages instead of focusing so much on storyline and plot development. Lastly, with the removal of this novel, students will have access to more intentional higher level thinking with the shorter passages.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6.210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations.

1.	Teacher(s)	<i>Stephanie Smith</i>		<i>Angelita P...</i>	Date 12/06/23
2.	Recommend	<input checked="" type="checkbox"/>	Do Not Recommend	Assistant Division Chair	Date 12-15-23
3.	Approved	<input checked="" type="checkbox"/>	Not Approved	Division Chair	Date 12/15/23
4.	Approved	<input checked="" type="checkbox"/>	Not Approved	Director of Curriculum and Instruction	Date 1/16/24

IX. FOR BOOKSTORE USE ONLY

A. Projected lifespan of textbook/core reading/instructional material	D. Purchase Source	
B. Pending new editions (if known)	DT (District Rental)	
C. Out of print	CS (District Purchase)	
	CN (Student Purchase)	

- cc: · Director of Curriculum & Instruction
- Division Chair/Assistant Division Chair
- Bookstore

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2024-25 Textbook/Instructional Material Adoption/Change Form**

- Teacher(s) submits to Division chairs by Friday, December 1, 3:00 p.m.
- Chairs submit signed forms and copies of books for Board Room display by Friday, December 15
- Submit form electronically and hard copy (single sided and signed)
- Textbook/Core Reading/Instructional Material Change Requests will be adopted for a 5-year cycle.
- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Special Education
Department	Special Education
Course Title	LIFE English; LIFE Math; LIFE Reading; LIFE Social Skills; LIFE & Work Skills LIFE Home Living
Course Number(s)	IP1516/6B/7/7B; IP1216/6B/7/7B; IP1616/7; IP1416/6B/7/7B; IP1916/6B/7/7B, IP1926/6B/7/7B, IP1936/6B/7/7B, IP1946/6B/7/7B; IP1316/6B/7/7B
Course Level	III
Projected Enrollment for 2023-24	39

II. ADD/DROP YEAR		
	ADD	DRO P
2024-25	X	
2025-26	X	
2026-27	X	

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title	Unique Learning Systems	
Author(s)		
Publisher	N2Y Unique Learning	
Copyright Date/Edition		
ISBN 13#		
CD Rom Included? ISBN#		
Software ISBN#		
Reading Level		
Catalog/Web/Purchase Source	https://www.n2y.com/unique-learning-system/	

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE			
Hardback		E-book	
Hardback w/digital		CD Rom	
Paperback		Website subscription	X
Paperback w/digital		Workbook/Lab Manual	

V. TEACHING MATERIALS (need accurate count)			
Teacher Desk Copies			
Blackline Masters		Software	4
Workbooks/Lab Manuals		Videos	
Wraparound Editions		E-book	
Study Guides		Test Banks	

VI. Comments (Box will expand as needed)
This is an **annual** subscription fee that can be used for all LIFE courses.

VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)	
DT: District Text adopted for a minimum 5-year cycle	\$754.99
CS: Class Sets of texts purchased by the District and stored in classrooms	
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	None

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

The LIFE PLC identified this curriculum via the curriculum review process. Unique Learning Systems is a research-based curriculum used for individuals with significant disabilities who are on track to take the DLM. Unique Learning Systems will be used to help students achieve their post-secondary outcomes through their alignment with our course EUs, EOs, and curriculum maps. Unique Learning Systems will provide instructional opportunities for LIFE students across academic and functional areas with symbol supported text and differentiated activities to meet all ability levels.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations.

1.	Teacher(s)	<i>Melanie</i>	<i>Kathy Wei</i>	<i>N. Huhle</i>	<i>W. Gignea</i>	Date	<i>12-15-23</i>
2.	Recommend	<input checked="" type="checkbox"/>	Do Not Recommend		<i>ALD</i>	Date	<i>12-15-23</i>
3.	Approved	<input checked="" type="checkbox"/>	Not Approved		<i>Melissa Moore</i>	Date	<i>12/15/23</i>
4.	Approved	<input checked="" type="checkbox"/>	Not Approved		<i>Scott Spang</i>	Date	<i>1/16/24</i>

IX. FOR BOOKSTORE USE ONLY

A. Projected lifespan of textbook/core reading/instructional material	D. Purchase Source	
B. Pending new editions (if known)	DT (District Rental)	
C. Out of print	CS (District Purchase)	
	CN (Student Purchase)	

- cc: · Director of Curriculum & Instruction
- Division Chair/Assistant Division Chair
- Bookstore

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2024-25 Textbook/Instructional Material Adoption/Change Form

- Teacher(s) submits to Division chairs by Friday, December 1, 3:00 p.m.
- Chairs submit signed forms and copies of books for Board Room display by Friday, December 15
- Submit form electronically *and* hard copy (single sided and signed)
- Textbook/Core Reading/Instructional Material Change Requests will be adopted for a 5-year cycle.
- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Special Education
Department	Special Education
Course Title	LIFE English; LIFE Math; LIFE Reading; LIFE Social Skills; LIFE & Work Skills; LIFE Home Living
Course Number(s)	IP1516/6B/7/7B; IP1216/6B/7/7B; IP1616/7; IP1416/6B/7/7B; IP1916/6B/7/7B, IP1926/6B/7/7B, IP1936/6B/7/7B, IP1946/6B/7/7B; IP1316/6B/7/7B
Course Level	III
Projected Enrollment for 2023-24	39

II. ADD/DROP YEAR		
	ADD	DROP
2024-25	X	
2025-26	X	
2026-27	X	

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title	Transition Assessment and Goal Generator Assessment Suite (TAGG)	
Author(s)	Zarrow Institute on Transition & Self-Determination	
Publisher	University of Oklahoma	
Copyright Date/Edition		
ISBN 13#		
CD Rom Included? ISBN#		
Software ISBN#		
Reading Level		
Catalog/Web/Purchase Source	https://tagg.ou.edu/tagg/	

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE			
Hardback		E-book	
Hardback w/digital		CD Rom	
Paperback		Website subscription	X
Paperback w/digital		Workbook/Lab Manual	

V. TEACHING MATERIALS (need accurate count)			
Teacher Desk Copies			
Blackline Masters		Software	
Workbooks/Lab Manuals		Videos	
Wraparound Editions		E-book	
Study Guides		Test Banks	

VI. Comments (Box will expand as needed)

VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)	
DT: District Text adopted for a minimum 5-year cycle	\$2/student annually
CS: Class Sets of texts purchased by the District and stored in classrooms	
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	None

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

The LIFE PLC identified this assessment tool via the curriculum review process. TAGG assessment will allow the staff within the transition program to more accurately assess students' adaptive skills and transition skills over their 4 years within our program. This assessment will support IEP goals and transition planning in collaboration with the family.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6.210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations.

1.	Teacher(s)	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	Date	12-15-23
2.	Recommend	<input checked="" type="checkbox"/>	Do Not Recommend	<input type="checkbox"/>	Assistant Division Chair	Date	12-15-23
3.	Approved	<input checked="" type="checkbox"/>	Not Approved	<input type="checkbox"/>	Division Chair	Date	12/15/23
4.	Approved	<input checked="" type="checkbox"/>	Not Approved	<input type="checkbox"/>	Director of Curriculum and Instruction	Date	1/16/24

IX. FOR BOOKSTORE USE ONLY

A. Projected lifespan of textbook/core reading/instructional material	D. Purchase Source	
B. Pending new editions (if known)	DT (District Rental)	
C. Out of print	CS (District Purchase)	
	CN (Student Purchase)	

- cc: · Director of Curriculum & Instruction
- Division Chair/Assistant Division Chair
- Bookstore

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2024-25 Textbook/Instructional Material Adoption/Change Form

- Teacher(s) submits to Division chairs by Friday, December 1, 3:00 p.m.
- Chairs submit signed forms and copies of books for Board Room display by Friday, December 15
- Submit form electronically and hard copy (single sided and signed)
- Textbook/Core Reading/Instructional Material Change Requests will be adopted for a 5-year cycle.
- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Special Education
Department	Special Education
Course Title	LIFE English; LIFE Math; LIFE Reading; LIFE Social Skills; LIFE & Work Skills LIFE Home Living
Course Number(s)	IP1516/6B/7/7B; IP1216/6B/7/7B; IP1616/7; IP1416/6B/7/7B; IP1916/6B/7/7B, IP1926/6B/7/7B, IP1936/6B/7/7B, IP1946/6B/7/7B; IP1316/6B/7/7B
Course Level	III
Projected Enrollment for 2023-24	39

II. ADD/DROP YEAR		
	ADD	DROP
2024-25	X	
2025-26	X	
2026-27	X	

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title	SymbolStix Prime	
Author(s)		
Publisher	N2Y Unique Learning Systems	
Copyright Date/Edition		
ISBN 13#		
CD Rom Included? ISBN#		
Software ISBN#		
Reading Level		
Catalog/Web/Purchase Source	https://www.n2y.com/symbolstix-prime/	

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE			
Hardback		E-book	
Hardback w/digital		CD Rom	
Paperback		Website subscription	X
Paperback w/digital		Workbook/Lab Manual	

V. TEACHING MATERIALS (need accurate count)			
Teacher Desk Copies			
Blackline Masters		Software	X
Workbooks/Lab Manuals		Videos	
Wraparound Editions		E-book	
Study Guides		Test Banks	

VI. Comments (Box will expand as needed)
 This is an annual subscription that can be used for all students enrolled in LIFE classes.

VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)	
DT: District Text adopted for a minimum 5-year cycle	\$174.99
CS: Class Sets of texts purchased by the District and stored in classrooms	
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	None

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

The LIFE PLC identified this curricular tool via the curriculum review process. SymbolStix PRIME, the most complete and current symbol set available, provides teachers with the tools to simultaneously create and deliver quick print and interactive communication and learning materials in the format that best meets their particular classroom needs. SymbolStix uses the same symbols as the Unique Learning System curriculum and would provide consistency for students. SymbolStix provides unlimited use of over 60,000 symbols; symbols for English, Spanish and 10 other languages; the ability to develop, save, search and reuse activities and communication tools; and access to regular updates and additions.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6.210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations.

1.	Teacher(s)	<i>Melanee Kater, Heather Williams, Mary Ann</i>		Assistant Division Chair	Date	<i>12-15-23</i>
2.	Recommend	<input checked="" type="checkbox"/>	Do Not Recommend	<i>ALD</i>	Date	<i>12-15-23</i>
3.	Approved	<input checked="" type="checkbox"/>	Not Approved	Division Chair <i>Melissa Moore</i>	Date	<i>12/15/23</i>
4.	Approved	<input checked="" type="checkbox"/>	Not Approved	Director of Curriculum and Instruction <i>Scott D. [Signature]</i>	Date	<i>1/16/24</i>

IX. FOR BOOKSTORE USE ONLY

A. Projected lifespan of textbook/core reading/instructional material	D. Purchase Source	
B. Pending new editions (if known)	DT (District Rental)	
C. Out of print	CS (District Purchase)	
	CN (Student Purchase)	

- cc: · Director of Curriculum & Instruction
- Division Chair/Assistant Division Chair
- Bookstore

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2024-25 Textbook/Instructional Material Adoption/Change Form

- Teacher(s) submits to Division chairs by Friday, December 1, 3:00 p.m.
- Chairs submit signed forms and copies of books for Board Room display by Friday, December 15
- Submit form electronically *and* hard copy (single sided and signed)
- Textbook/Core Reading/Instructional Material Change Requests will be adopted for a 5-year cycle.
- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Special Education
Department	Special Education
Course Title	LIFE English; LIFE Math; LIFE Reading; LIFE Social Skills LIFE & Work Skills
Course Number(s)	IP1516/6B/7/7B; IP1216/6B/7/7B; IP1616/7; IP1416/6B/7/7B; IP1916/6B/7/7B, IP1926/6B/7/7B, IP1936/6B/7/7B, IP1946/6B/7/7B,
Course Level	III
Projected Enrollment for 2023-24	39

II. ADD/DROP YEAR		
	ADD	DROP
2024-25	X	
2025-26	X	
2026-27	X	

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title	Learning Centered Education Transition Curriculum	
Author(s)		
Publisher	Council for Exceptional Children	
Copyright Date/Edition		
ISBN 13#		
CD Rom Included? ISBN#		
Software ISBN#		
Reading Level		
Catalog/Web/Purchase Source	https://exceptionalchildren.org/improving-your-practice/life-centered-education-transition-curriculum	

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE			
Hardback		E-book	
Hardback w/digital		CD Rom	
Paperback		Website subscription	X
Paperback w/digital		Workbook/Lab Manual	

V. TEACHING MATERIALS (need accurate count)			
Teacher Desk Copies			
Blackline Masters		Software	1
Workbooks/Lab Manuals		Videos	
Wraparound Editions		E-book	
Study Guides		Test Banks	

VI. Comments (Box will expand as needed)
 This is an **annual** subscription fee that can be used for all students enrolled in LIFE classes.

VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)	
DT: District Text adopted for a minimum 5-year cycle	\$950
CS: Class Sets of texts purchased by the District and stored in classrooms	
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	N/A

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

The LIFE PLC identified this curriculum via the curriculum review process. LCE is a researched based curriculum endorsed by CEC to support the instruction of individuals with significant disabilities. LCE's online platform allows data tracking including IEP data as well as lesson plans, student activities, and performance tracking tools to better teach and assess students.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6.210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations.

1.	Teacher(s)	<i>Melan Stan Katohi Wain Al Muhhebesy / Elm Khan</i>			Date	12-15-23
2.	Recommend	<input checked="" type="checkbox"/>	Do Not Recommend	Assistant Division Chair	<i>A. D. R.</i>	Date 12-15-23
3.	Approved	<input checked="" type="checkbox"/>	Not Approved	Division Chair	<i>Melissa Moore</i>	Date 12/15/23
4.	Approved	<input checked="" type="checkbox"/>	Not Approved	Director of Curriculum and Instruction	<i>S. A. Sygnet</i>	Date 1/16/24

IX. FOR BOOKSTORE USE ONLY

A. Projected lifespan of textbook/core reading/instructional material	D. Purchase Source	
B. Pending new editions (if known)	DT (District Rental)	
C. Out of print	CS (District Purchase)	
	CN (Student Purchase)	

- cc: · Director of Curriculum & Instruction
- Division Chair/Assistant Division Chair
- Bookstore

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2024-25 Textbook/Instructional Material Adoption/Change Form

- Teacher(s) submits to Division chairs by Friday, December 1, 3:00 p.m.
- Chairs submit signed forms and copies of books for Board Room display by Friday, December 15
- Submit form electronically *and* hard copy (single sided and signed)
- Textbook/Core Reading/Instructional Material Change Requests will be adopted for a 5-year cycle.
- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Special Education
Department	Special Education
Course Title	LIFE English LIFE Math LIFE Reading LIFE Social Skills LIFE & Work Skills
Course Number(s)	IP1516/6B/7/7B; IP1216/6B/7/7B; IP1616/7; IP1416/6B/7/7B; IP1916/6B/7/7B, IP1926/6B/7/7B, IP1936/6B/7/7B, IP1946/6B/7/7B,
Course Level	III
Projected Enrollment for 2023-24	39

II. ADD/DROP YEAR		
	ADD	DROP
2024-25	X	
2025-26		
2026-27		

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title	The Interception Curriculum Master Bundle	
Author(s)	Kelly Mahler	
Publisher	Kelly Mahler	
Copyright Date/Edition	2021	
ISBN 13#		
CD Rom Included? ISBN#		
Software ISBN#		
Reading Level		
Catalog/Web/Purchase Source	https://www.kelly-mahler.com/	

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE			
Hardback	X	E-book	
Hardback w/digital		CD Rom	
Paperback		Website subscription	
Paperback w/digital		Workbook/Lab Manual	

V. TEACHING MATERIALS (need accurate count)		
Teacher Desk Copies		1
Blackline Masters		Software
Workbooks/Lab Manuals		Videos
Wraparound Editions		E-book
Study Guides		Test Banks

VI. Comments (Box will expand as needed)
 Materials are a 1-time purchase for the 2024-25 school year.

VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)	
DT: District Text adopted for a minimum 5-year cycle	\$454
CS: Class Sets of texts purchased by the District and stored in classrooms	
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	N/A

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

The LIFE PLC identified this curriculum via the curriculum review process. Interoception Curriculum supports students improving their self-regulation through better understanding the cues from their body, senses, and how those related to feelings and coping strategies. This research-based curriculum targets individuals on the autism spectrum as well as those who have significant disabilities and sensory processing needs. Interoception supports the Zones of Regulation curriculum already in place and can be used across all LIFE classes.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6.210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations.

1.	Teacher(s)	<i>Melinda Kato, Heather Danielle Authe...</i>		Assistant Division Chair	Date	12-15-23
2.	Recommend	<input checked="" type="checkbox"/>	Do Not Recommend	<i>A. D. R.</i>	Date	12-15-23
3.	Approved	<input checked="" type="checkbox"/>	Not Approved	Division Chair <i>Melissa Moore</i>	Date	12/15/23
4.	Approved	<input checked="" type="checkbox"/>	Not Approved	Director of Curriculum and Instruction <i>Scott D. ...</i>	Date	1/16/24

IX. FOR BOOKSTORE USE ONLY

A. Projected lifespan of textbook/core reading/instructional material	D. Purchase Source	
B. Pending new editions (if known)	DT (District Rental)	
C. Out of print	CS (District Purchase)	
	CN (Student Purchase)	

- cc: · Director of Curriculum & Instruction
- Division Chair/Assistant Division Chair
- Bookstore

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
2024-25 Textbook/Instructional Material Adoption/Change Form**

- Teacher(s) submits to Division chairs by Friday, December 1, 3:00 p.m.
- Chairs submit signed forms and copies of books for Board Room display by Friday, December 15
- Submit form electronically *and* hard copy (single sided and signed)
- Textbook/Core Reading/Instructional Material Change Requests will be adopted for a 5-year cycle.
- Do not add any surcharges, shipping charges, tax, etc., to costs.

I. COURSE INFORMATION	
Division	Special Education
Department	Special Education
Course Title	LIFE Social Skills; LIFE & Work Skills
Course Number(s)	IP1416/6B/7/7B; IP1916/6B/7/7B, IP1926/6B/7/7B, IP1936/6B/7/7B, IP1946/6B/7/7B,
Course Level	III
Projected Enrollment for 2023-24	39

II. ADD/DROP YEAR		
	ADD	DRO P
2024-25	X	
2025-26	X	
2026-27	X	

III. TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL INFORMATION		
	ADD	DROP
Text/Material Title	Everyday Speech	
Author(s)	Everyday Speech	
Publisher	Everyday Speech	
Copyright Date/Edition		
ISBN 13#		
CD Rom Included? ISBN#		
Software ISBN#		
Reading Level		
Catalog/Web/Purchase Source	https://everydayspeech.com/	

IV. PRIMARY TEXTBOOK/CORE READING/INSTRUCTIONAL MATERIAL TYPE			
Hardback		E-book	
Hardback w/digital		CD Rom	
Paperback		Website Subscription	X
Paperback w/digital		Workbook/Lab Manual	

V. TEACHING MATERIALS (need accurate count)			
Teacher Desk Copies			
Blackline Masters		Software	1
Workbooks/Lab Manuals		Videos	
Wraparound Editions		E-book	
Study Guides		Test Banks	

VI. Comments (Box will expand as needed)
This is an online software that individual students would sign into. The subscription price is **annual**.

VII. COST AND SOURCE (Cost per item excluding bookstore mark-up.)	
DT: District Text adopted for a minimum 5-year cycle	\$399.99
CS: Class Sets of texts purchased by the District and stored in classrooms	
CN: Consumable materials purchased by the student; not returned at the end of the semester/year	
Grant: (specify in comments above)	
Total cost to student for course (CN above + other CN and fees for the course)	N/A

VIII. RATIONALE AND SIGNATURES

A. Rationale Provide a rationale for the textbook/core reading/instructional material change request. If the request is to add a textbook/core reading/instructional material prior to the end of the 5 year cycle, be sure to explain why. (Box will expand as needed.)

The LIFE PLC identified this curriculum via the curriculum review process. It includes a deep dive into social skills with thousands of video-modeling lessons, digital and printable activities, and web based games. This curriculum aligns directly with the learning objectives of LIFE courses, particularly LIFE Social Skills and LIFE and Work Skills. It also supports skill instruction directly aligned with student IEP goals and supports the work of related service providers toward speech and social work goals.

B. Signatures indicate approval of and support for requested textbook/core reading/instructional material change based on adherence to Board Policy 6.210. Specifically, signature indicates assurances regarding the use of the stated instructional objectives and consistency/alignment with District level standards and expectations.

1.	Teacher(s)	<i>Adrian... Kate Hjilwin... N. Hernandez... Alan... Lan</i>		Assistant Division Chair	Date
2.	Recommend	<input checked="" type="checkbox"/>	Do Not Recommend	<i>AD</i>	Date 12-15-23
3.	Approved	<input checked="" type="checkbox"/>	Not Approved	Division Chair <i>Maura Magne</i>	Date 12/15/23
4.	Approved	<input checked="" type="checkbox"/>	Not Approved	Director of Curriculum and Instruction <i>Scott D. ...</i>	Date 1/16/24

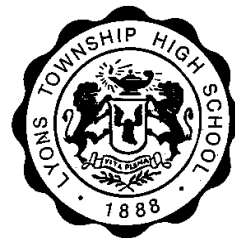
IX. FOR BOOKSTORE USE ONLY

A. Projected lifespan of textbook/core reading/instructional material	D. Purchase Source	
B. Pending new editions (if known)	DT (District Rental)	
C. Out of print	CS (District Purchase)	
	CN (Student Purchase)	

- cc: · Director of Curriculum & Instruction
- Division Chair/Assistant Division Chair
- Bookstore

LYONS TOWNSHIP HIGH SCHOOL

CURRICULUM OFFICE 100 S. Brainard Ave., LaGrange, IL 60525-2101
Tel: (708) 579-6470 E-mail: seggerding@lths.net Website: www.lths.net



SCOTT D. EGGERDING
Director of Curriculum and Instruction

TO: LTHS Board of Education
Dr. Brian Waterman, Superintendent

FROM: Scott Eggerding, Director of Curriculum and Instruction
Brian Stachacz, Director of Business Services

DATE: February 20, 2024

RE: Student Fees Second Reading

Per Board Policy 4:140, the following required student fees are brought forward as recommendations for the 2024-25 school year.

- District Textbook Rental is \$75.00 and covers all core course textbooks designated as District Texts and Class Sets.
- Student Support Fee is \$25.00 and covers general administrative expenses, printing, postage, and technology expenses not related to Chromebooks.
- Technology Fee includes Chromebook, case, charger, insurance, loaner program, technical support, and access to essential software for an annual fee of \$150.

Consumable textbooks are paid for by each student based on the courses selected (See Appendix 1 for historical fees per course). Costs for consumables may require adjustment, pending final costs received from suppliers.

Course material fees are paid for by each student based on the courses selected (See Appendix 1 for course material fees).

All incoming freshmen are charged a \$30.00 fee for a physical education uniform, heart rate monitor strap, and lock during back-to-school week or initial days of school.

Optional fees:

- Behind the Wheel (Driver Ed) fee is \$150.00 per student with an additional Secretary of State permit fee (\$20.00), which is paid directly to the State of Illinois.
- AP Exams cost \$98.00 each with an AP Exam Late Fee of \$40.00.
- The Seal of Biliteracy Exam Fee is \$25.00 per language test.
- Publication Fee is \$44.00 and includes a yearbook (TAB), newspaper (Lion), and literary magazine (Menagerie).
- Transcript Fee is \$10.00.
- A Technology Repair and Replacement Fee is levied based on the specific repair or replacement needed.

Summer School (See Appendix 2 for summer school courses and fees):

- Tuition for most classes is \$240.00 per semester.
- For classes that include a supply fee, tuition is \$265.00 per semester.
- Summer Driver Education requires Tuition (\$240.00) + Driver Ed fee (\$150.00) with an additional Secretary of State permit fee (\$20.00) paid to the State.

Fee waivers are determined using the stipulations delineated in Policy 4.140.

As discussed at the February 4 Committee of the Whole Meeting, a final list, including any updates to pricing, will be shared later in the Spring prior to opening up the registration portal to families.

RECOMMENDATION:

We recommend the Board approve the 2024-25 student fees as presented.

CourseName	Name	Consumable	Course Material Fee	Amount	Total for Course
Accounting 1 LIII	Accounting Workbook ONLINE	x		\$100.00	\$100.00
Adv Soc Aware & Persp Tkg LIII	Good Intentions	x		\$27.00	\$27.00
Advanced Culinary Arts LIV	ServSafe Food Handlers	x		\$15.00	\$15.00
Advanced Fashion & Design LIV	Sewing Project Fee		x	\$30.00	\$30.00
Advanced Photography LIV	Photo Portfolio		x	\$5.50	\$8.50
	Safety Eyewear		x	\$3.00	
All Language Classes	Headset/World Language		x	\$12.00	\$79.00
American Lit & Comp Accel LIV	Citizen: An American Lyric	x		\$14.00	
	Great Gatsby	x		\$11.00	
	Play Choice	x		\$12.00	
	The Things They Carried	x		\$13.00	
	Unchartered Territory ONLINE	x		\$9.00	
	World of Wonders	x		\$20.00	
American Sign Language I LIII	Master ASL! Workbook	x		\$28.00	\$64.00
	True+Way ASL Website Subscript	x		\$36.00	
AP Computer Sci Principles LV	Computer Science Illuminated E	x		\$60.00	\$60.00
AP Latin LV	SAT Subj Latin	x		\$23.00	\$72.00
	Vergils Aeneid	x		\$15.00	
	Vergils Wbk	x		\$34.00	
Auto Service & Diag LIV	Auto Tech Principles Wbk	x		\$29.00	\$29.00
BASE I LIII	Exec Functions Stu Guide,HS	x		\$5.00	\$5.00
Begn Folk Guitar LIII	Guitar I Stang 2nd Ed	x		\$11.00	\$11.00
Biology	Biology Kit 1		x	\$3.00	\$3.00
Biology Accel LIV	Goggles/Science		x	\$11.00	\$16.00
	Science Binder		x	\$5.00	
Chefs LIV	ServSafe Food Handlers and Man	x		\$53.00	\$53.00
Comp Gov AP LV	Comp Politics AP 9E Wbk	x		\$25.00	\$25.00
Comptr Apps (MOS) LIII	Building a Foundation w/Micros	x		\$75.00	\$75.00
Concert Orchestra LIII	Habits of a Successful String	x		\$10.00	\$10.00
Draw/Paint Beginning LIII	Sketchbook		x	\$5.00	\$12.00
	Sketchbook Kit		x	\$7.00	
Driver Education	Drive Right Wbk	x		\$17.00	\$17.00
Drones: UAS LIV	2022 Remote Pilot Test Prep	x		\$12.00	\$76.00
	2023 Remote Pilot Test Prep	x		\$12.00	
	2024 Remote Pilot Test Prep	x		\$12.00	
	Found. of Unmanned Aircraft	x		\$40.00	
Eng III Accel Am Lit LIV	Beloved	x		\$13.00	\$13.00
Eng III Accel Am Studies LIV	Between the World and Me	x		\$19.00	\$66.00
	Catcher in the Rye	x		\$7.50	
	Lit Circle Consumable choice	x		\$15.00	
	Slaughterhouse Five	x		\$7.00	
	The Crucible	x		\$12.00	
	The Piano Lesson	x		\$12.00	
	Their Eyes Were Watching God	x		\$12.50	
There Are No Children Here	x		\$12.00		
Eng III Prep Am Studies LIII	Narrative of Fred Douglass	x		\$4.00	\$4.00
Eng IV Lit Exp Cr&Ref LIII	Canvas Art Board		x	\$7.00	\$18.00
	Tuesdays with Morrie	x		\$11.00	
Eng IV Prep Lit of Comedy LIII	Importance of Being Earnest	x		\$4.00	\$11.00
	The Hitchhikers Guide	x		\$7.00	
Eng IV Prp Visual LIII	Different Seasons	x		\$13.00	\$13.00
Eng IV Rhet(AP Lang & Comp)LV	Behind the Beautiful Forevers	x		\$14.00	
	Hamlet	x		\$5.00	
	Novel: 1984	x		\$8.00	

	Siddhartha	x		\$6.00	\$33.00
Eng IV World Perspectives LIII	Antigone	x		\$6.00	
	The Distance Between Us	x		\$13.00	\$19.00
English I	Of Mice & Men	x		\$10.00	
	Shattering Glass	x		\$8.00	
	We Beat the Streets	x		\$7.00	\$25.00
English I Accel LIV	Frankenstein	x		\$8.00	
	Odyssey/Wilson	x		\$15.00	
	Othello	x		\$5.00	
	Romeo & Juliet	x		\$5.00	
	Seagull Reader Stories	x		\$40.00	
	The Nickel Boys	x		\$12.00	\$85.00
English I Honor LV	Adv of Huckleberry Finn	x		\$5.00	
	How to Read Literature	x		\$13.00	
	Independent Reading Choice	x		\$15.00	
	The Odyssey	x		\$14.00	\$47.00
English I LIII	House on Mango Street	x		\$13.00	\$13.00
English I Prep LIII	2 Student Choice Novels	x		\$30.00	
	Freedom Writers Diary	x		\$12.00	
	Lesson Before Dying	x		\$11.00	
	Of Beetles and Angels	x		\$9.00	
	The Curious Incident of the Do	x		\$12.00	
	The Glass Castle	x		\$13.00	
	The Secret Life of Bees	x		\$12.00	
Vocab for the H S Student Wbk	x		\$21.00	\$51.00	
English I PSD	The Crossing	x		\$6.00	\$6.00
English II Accel LIV	A Tale of Two Cities	x		\$6.00	
	Lord of the Flies	x		\$8.00	\$14.00
English II Honor LV	Cat's Eye	x		\$13.00	
	Ceremony	x		\$14.00	
	How Much of these Hills Gold	x		\$13.00	\$40.00
English II LIII	Dry	x		\$10.00	\$10.00
English II Prep LIII	Brave New World	x		\$21.00	
	The Czar of Love & Techno	x		\$13.00	\$34.00
English III	A Long Walk to Water	x		\$10.00	
	Purple Heart	x		\$9.00	\$19.00
English III AP Lang&Comp LV	Civil Disobedience	x		\$3.50	
	Into the Wild	x		\$13.00	
	Scarlet Letter	x		\$5.50	
	Self Reliance	x		\$4.50	
	The Awakening	x		\$5.00	
	Walden Life in the Woods	x		\$5.50	\$37.00
English III Prep LIII	A Thousand Splendid Suns	x		\$13.00	
	Like Water for Chocolate	x		\$12.00	
	The Devil in the White City	x		\$13.00	
	The Kite Runner	x		\$13.00	\$51.00
English IV AP Lit&Comp LV	Ethan Frome	x		\$6.00	
	Heart of Darkness	x		\$12.50	
	Jane Eyre	x		\$7.00	
	The Dubliners	x		\$6.00	
	The Namesake	x		\$10.00	
	To The Lighthouse	x		\$11.00	
	White Noise	x		\$13.00	\$65.50
English IV PSD LIII	Night	x		\$9.00	\$9.00
Fash/Inter Design LIV	Fashion Kit		x	\$10.00	
	Presentation Tri Fold Board		x	\$4.00	\$14.00
French I Accel LIV	D'Accord 2019 L1 CE Fr I Wbk	x		\$35.00	

	D'Accord 2024 L1 CE Fr I Wbk	x		\$30.00	
	French D'Accord 1 d'activites	x		\$31.00	
	French D'Accord 1 d'exercices	x		\$31.00	\$127.00
French II Accel LIV	D'Accord 2019 L2 CE Fr II Wbk	x		\$35.00	
	French D'Accord 2 d'activites	x		\$31.00	
	French D'Accord 2 d'exercices	x		\$31.00	\$97.00
French III Accel LIV	D'Accord 2024 L2 CE Fr II Wbk	x		\$30.00	\$30.00
French IV LIV	D'Accord 2019 L3 CE French III	x		\$30.00	
	D'Accord 2024 L3 CE French III	x		\$35.00	\$65.00
French Lang AP LV	AP French Wbk	x		\$48.00	
	Quant a Moi Wbk	x		\$88.00	\$136.00
French Language Accel LIV	French D'Accord 3 d'activites	x		\$31.00	\$31.00
French V LIV	Petit Pays Reader	x		\$18.00	\$18.00
Freshman PE A LIII	PE uniform,lock and strap		x	\$30.00	\$30.00
Furniture and Cabinetmaking I LIII	Wood Fee		x	\$155.00	\$155.00
Furniture and Cabinetmaking II LIII	Wood Fee		x	\$190.00	\$190.00
Geometry Accel 141/142 LIV	Exp in Core Math Geo Wbk	x		\$14.00	\$14.00
German Communication Accel LIV	German Portfolio 3/4	x		\$16.00	\$16.00
German I Accel LIV	German Kommit I Wbk 2013	x		\$16.00	
	German Portfolio Workbook1	x		\$16.00	
	German Portfolio1 Online	x		\$14.00	\$46.00
German II Accel LIV	German Kommit II Wbk 2013	x		\$16.00	
	German Portfolio 2	x		\$14.00	
	German Portfolio Workbook2	x		\$16.00	\$46.00
German Lang & Culture AP LV	Denk Mal Wbk	x		\$50.00	\$50.00
German Language Accel LIV	German Mosaik 3 Wbk	x		\$37.00	\$37.00
Health	Health Wbk	x		\$9.00	\$9.00
Intermediate Guitar LIII	Guitar II Stang	x		\$11.00	\$11.00
Intro to Healthcare Crs LIII	Navigate 2 Advantage Access		x	\$55.00	
	Stethoscope		x	\$15.00	\$70.00
Introduction to Furniture Making 2 LIII	Wood Fee		x	\$55.00	\$55.00
Introduction to Furniture Making 3 LIII	Wood Fee		x	\$75.00	\$75.00
IPC Eng II Acc LIV	Oral Communication	x		\$35.00	\$35.00
Italian AP LV	Ace the Italian AP Exam 5E	x		\$50.00	
	Crescendo Workbook	x		\$60.00	\$110.00
Journalistic Writing LIV	Reporters Notebook		x	\$3.00	\$3.00
L.I.F.E. Math	Connect Math Wbk LevB-1	x		\$13.50	
	Connect Math Wrkb Choice	x		\$13.00	\$26.50
L.I.F.E. Reading	Reading Mastery Choice	?		\$20.00	\$20.00
Latin I Accel LIV	Ecce Romani 1A wbk	x		\$16.00	
	Ecce Romani 1B wbk	x		\$16.00	
	Ecce Romani -LA purple wbk	x		\$22.00	\$54.00
Latin II Accel LIV	Ecce Romani 2A wbk	x		\$16.00	
	Ecce Romani -LA green wbk	x		\$22.00	\$38.00
Latin Poetry Accel LIV	Legamus Catullus	x		\$34.00	
	Legamus Ovid	x		\$34.00	
	Legamus Vergil	x		\$34.00	\$102.00
Latin Prose Accel LIV	Legamus Caesar	x		\$34.00	
	Legamus Cicero	x		\$34.00	
	Petronis:Selections Satyric	x		\$30.00	
	Pliny Younger Selected Letters	x		\$30.00	
	Res Gestae Divi Augusti	x		\$30.00	\$158.00
Macro Econ AP LV	Macro Econ Wbk	x		\$30.00	\$30.00
Medical Terminology LIII	Exploring Medical Language	x		\$75.00	\$75.00
Micro Econ AP LV	Micro Econ Wbk	x		\$30.00	\$30.00

Music Theory AP LV	Auralia 6 Cloud Software		x	\$35.00	
	Music Theory Text	x		\$130.00	
	Music Theory Wbkk	x		\$76.00	\$241.00
PC Repair & Maint (A+) LIII	A+ Guide to IT Tech 3P ebook	x		\$30.00	
	CompTia A+ Guide to Tech Sup		x	\$120.00	
	StarTech.com 11 Pc Tool Kit		x	\$26.00	
	Tool Kit Belkin 10 Pc		x	\$15.50	\$191.50
Photography LIII	Photo Kit		x	\$73.00	\$73.00
Practical Math	AGS Math Concepts Wbkk	x		\$25.00	\$25.00
Private Pilot Operations LV	2023 Private Pilot Test Prep	x		\$14.00	
	Private Pilot Test Prep	x		\$14.00	\$28.00
Reading	Read 180 Flex Next Generation		x	\$33.00	
	Read 180 Universal		x	\$33.00	\$66.00
Scuba Diving II LIII	PADI Adventure in Diving 70139	x		\$32.00	\$32.00
Scuba Diving LIII	PADI Crew Pac Imperial 60300	x		\$48.00	\$48.00
Social Aware & Persp Tkg LIII	Socially Curious	x		\$30.00	\$30.00
Spanish for Speakers	Sendas Literarias I Wbkk	x		\$26.00	
	Sendas Literarias II Wbkk	x		\$26.00	\$52.00
Spanish I Accel LIV	Span I Wbkk	x		\$18.00	
	Span I Wbkk Resources Lev1	x		\$21.00	
	Span I Wbkk Vocab & Gram Lev1	x		\$27.00	
	Spanish Wbkk Lit Skills Vol1	x		\$21.00	\$87.00
Spanish II Accel LIV	La Llorona de Mazatlan	x		\$13.00	
	Span II Wbkk	x		\$18.00	
	Span II Wbkk Resources Level 2	x		\$21.00	
	Span II Wbkk Vocab&Gram Lev 2	x		\$27.00	\$79.00
Spanish II Prep LIII	Spanish Wbkk Lit Skills Vol 1	x		\$21.00	\$21.00
Spanish III Accel LIV	Don Quijote	x		\$21.00	
	Edunovela:El timepo TV SERIES		x	\$19.00	
	Span III Wbkk-Vocab &GramLev3	x		\$27.00	
	LaCasa Embrujada	x		\$18.00	\$85.00
Spanish IV LIV	Edunovela:Gran Hotel TV SERIES		x	\$19.00	\$19.00
Spanish Lang AP LV	Triangulo	x		\$62.00	\$62.00
Spanish Language Accel LIV	Imagina Wbkk	x		\$53.00	\$53.00
Sports Officiating LIII	NFHS Rules Bundle	x		\$30.00	
	NFHS Rules Basketball	x		\$10.00	
	NFHS Rules Soccer	x		\$10.00	
	NFHS Rules Softball	x		\$10.00	
	NFHS Rules Volleyball	x		\$10.00	\$30.00
STEM Research LIV	STEM Research Handbook	x		\$28.00	\$28.00
U.S. Gov AP LV	AMSCO AP US Gov't & Politics	x		\$28.00	\$28.00
U.S. History AP LV	US History Prep for Exams	x		\$28.00	\$28.00

2024 SUMMER ACADEMIC PROGRAM FEES

Class	Semester	In-District Tuition	Non-District Tuition
DRIVER EDUCATION			
Driver Education	Semester I	\$ 240.00 \$ 150.00 *\$ 20.00 \$ 410.00	N/A *Paid to State
FAMILY AND CONSUMER SCIENCE			
Culinary Arts*	Semester I	\$ 265.00	\$ 370.00
FINE ARTS			
Ceramics- Beginning*	Semester I	\$ 265.00	\$ 370.00
Digital Photo Art*	Semester I	\$ 265.00	\$ 370.00
Drawing & Painting - Beginning*	Semester I	\$ 265.00	\$ 370.00
GLOBAL STUDIES			
Consumer Economics	Semester I	\$240.00	\$345.00
	Semester II	\$ 240.00	\$ 345.00
Consumer Economics (ONLINE)	Semester I	\$300.00	N/A
Keyboarding*	Semester I	\$240.00	\$345.00
	Semester II	\$240.00	\$345.00
U.S. History (Prep)	Semester I	\$ 240.00	\$ 345.00
	Semester II	\$ 240.00	\$ 345.00
Web Page Development*	Semester I	\$ 240.00	\$ 345.00
	Semester II	\$ 240.00	\$ 345.00
World History*	Semester I	\$ 240.00	\$ 345.00
	Semester II	\$ 240.00	\$ 345.00
LANGUAGE ARTS			
English I (Prep)	Semester I	\$ 240.00	\$ 345.00
	Semester II	\$ 240.00	\$ 345.00
English II (Prep)	Semester I	\$ 240.00	\$ 345.00
	Semester II	\$ 240.00	\$ 345.00
English II (Prep): Interpersonal Comm.	Semester I	\$ 240.00	\$ 345.00
	Semester II	\$ 240.00	\$ 345.00
English III (Prep)	Semester I	\$ 240.00	\$ 345.00
	Semester II	\$ 240.00	\$ 345.00
English IV (Prep) World Literature	Semester I	\$ 240.00	\$ 345.00
	Semester II	\$ 240.00	\$ 345.00
Radio: WLTJ Summer Programming*	Semester I	\$ 240.00	\$ 345.00
Theater: Summer Stock*	Semester I	\$ 240.00	\$ 345.00
TV Production Summer Session*	Semester I	\$ 240.00	\$ 345.00
MATHEMATICS/SCIENCE			
Algebra II (Prep)	Semester I	\$ 240.00	\$ 345.00
	Semester II	\$ 240.00	\$ 345.00
Geometry (Accel)	Semester I	\$240.00	\$345.00
	Semester II	\$240.00	\$345.00
Trig/Pre-Calc (Accel)	Semester I	\$240.00	\$345.00
	Semester II	\$240.00	\$345.00
Biology (Accel)*	Semester I	\$ 265.00	\$395.00
	Semester II	\$ 265.00	\$395.00
Chemistry (Accel)	Semester I	\$ 265.00	\$395.00
	Semester II	\$ 265.00	\$395.00
Intro to Health Care Careers*	Semester I	\$240.00	\$345.00
	Semester II	\$240.00	\$345.00
Physics (Prep)	Semester I	\$ 265.00	\$395.00
	Semester II	\$ 265.00	\$395.00
PHYSICAL WELFARE			
Health	Semester I	\$240.00	\$345.00
	Semester II	\$240.00	\$345.00
Physical Education	Semester I	\$240.00	\$345.00
	Semester II	\$240.00	\$345.00

*Courses available to incoming freshmen (Class of 2028)



**LYONS TOWNSHIP HIGH SCHOOL
District 204**

Dr. Brian Waterman, Superintendent

Ph: 708-579-6451 E: BWaterman@LTHS.net

North Campus 100 S. Brainard Ave., LaGrange, IL 60525

South Campus 4900 S. Willow Springs Ave., Western Springs, IL 60558

TO: District #204 Board of Education
FROM: Dr. Brian Waterman, Superintendent
DATE: February 20, 2024
RE: PRESS 113 Updates

The District maintains its policies through the PRESS service provided by the Illinois Association of School Boards (IASB). We reviewed the recent PRESS issue 113 updates at the January Regular Action Meeting. Recommendations are outlined below. If the policy is being reviewed by our legal counsel, that information has also been provided.

The following policies are being presented with the edits/changes requested by the Board of Education at the January 22, 2024 Regular Action Meeting. Pending no additional questions, concerns or changes, these policies are being recommended for approval during the second reading of the February 20, 2024 Regular Action Meeting.

- Policy 4:30 Revenue and Investments (Review and Monitoring/text edits)
- Policy 2:120 Board Member Development (Draft Update/Board Member Trainings were added to the Website)
- Policy 2:220 Board of Education Meeting Procedure (Draft Updates completed)
- Policy 5:220 Substitute Teachers (Draft Update/Work Day/Calendar Day update)
- Policy 6:60 Curriculum Review (Draft Update and HLERK Review/text edits, update to BOE regarding fentanyl requirements in health and PE, checklist for student information and consent education information)
- Policy 7:60 Residence (Draft Update, HLERK Review and answers required)
- Policy 7:190 Student Behavior (Draft Update, HLERK Review and answers required/text and continue to use the term study)
- Policy 7:290 Suicide and Depression Awareness and Prevention (Draft Update and update to the BOE regarding the ISPSP and IDPH)

The remaining Draft Update policies were also reviewed during the January 22, 2024 Regular Action Meeting with no additional concerns, questions or changes. These policies are being recommended for approval during the second reading of the February 20, 2024 Regular Action Meeting.

- Policy 2:20 Powers and Duties of the Board of Education; Indemnification (KB Review)
- Policy 2:200 Types of Board of Education Meetings (KB Review)
- Policy 4:10 Fiscal and Business Management
- Policy 4:60 Purchases and Contracts





LYONS TOWNSHIP HIGH SCHOOL District 204

Dr. Brian Waterman, Superintendent

Ph: 708-579-6451 E: BWaterman@LTHS.net

North Campus 100 S. Brainard Ave., LaGrange, IL 60525

South Campus 4900 S. Willow Springs Ave., Western Springs, IL 60558

- Policy 4:130 Free Food Services (update to BOE regarding annual presentation of Health/Meals program)
- Policy 4:160 Environmental Quality of Buildings and Grounds
- Policy 5:30 Hiring Process and Criteria
- Policy 5:190 Teacher Qualifications (Update to BOE regarding posting of salary updates)
- Policy 5:220 Terms and Conditions of Employment and Dismissal
- Policy 5:210 Resignations (KB Review)
- Policy 5:250 Leaves of Absences (KB Review)
- Policy 5:330 Sick Days, Vacation, Holidays and Leaves
- Policy 6:15 School Accountability
- Policy 6:30 Organization of Instruction
- Policy 6:50 School Wellness
- Policy 6:230 Library Media Program (HLERK Review)
- Policy 7:70 Attendance and Truancy
- Policy 7:160 Student Appearance (HLERK Review)
- Policy 7:270 Administering Medicines to Students (HLERK Review)
- Policy 7:285 Anaphylaxis Prevention, Response and Management Program
- Policy 8:30 Visitors to and Conduct on School Property (KB Review)



Document Status: District Use Only

OPERATIONAL SERVICES

4:30 Revenue and Investments

Revenue^{PRESSPlus1}

The Superintendent or designee is responsible for making all claims for property tax revenue, State Aid, special State funds for specific programs, federal funds, and categorical grants.

Investments

The Director of Business Services/District Treasurer shall serve as the District's Chief Investment Officer. The Director of Business Services/District Treasurer shall invest money that is not required for current operations, in accordance with this policy and State law.

The Director of Business Services/District Treasurer and Superintendent shall use the standard of prudence when making investment decisions. They shall use the judgment and care, under circumstances then prevailing, that persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of their capital as well as its probable income.

Investment Objectives

The objectives for the School District's investment activities are:

1. Safety of Principal - Every investment is made with safety as the primary and over-riding concern. Each investment transaction shall ensure that capital loss, whether from credit or market risk, is avoided.
2. Liquidity - The investment portfolio shall provide sufficient liquidity to pay District obligations as they become due. In this regard, the maturity and marketability of investments shall be considered.
3. Rate of Return - The highest return on investments is sought, consistent with the preservation of principal and prudent investment principles.
4. Diversification - The investment portfolio is diversified as to materials and investments, as appropriate to the nature, purpose, and amount of the funds.

Authorized Investments

The Director of Business Services/District Treasurer may invest District funds in any investment as authorized in 30 ILCS 235/2, and Acts amended thereto.

Except as provided herein, investments may be made only in banks, savings banks, savings and loan associations, or credit unions that are insured by the Federal Deposit Insurance Corporation or other approved share insurer.

The Director of Business Services/District Treasurer and Superintendent shall regularly consider material, relevant, and decision-useful sustainability factors in evaluating investment decisions, within the bounds of financial and fiduciary prudence. Such factors include, but are not limited to: (1) corporate governance and leadership factors, (2) environmental factors, (3) social capital factors, (4) human capital factors, and (5) business model and innovation factors, as provided under the Ill. Sustainable Investing Act, [30 ILCS 238/](#).

Selection of Depositories, Investment Managers, Dealers, and Brokers

The Director of Business Services/District Treasurer shall establish a list of authorized depositories, investment managers, dealers and brokers based upon the creditworthiness, reputation, minimum capital requirements, qualifications under State law, as well as a long history of dealing with public fund entities. The Board will review and approve the list at least annually.

In order to be an authorized depository, each institution must submit copies of the last 2 sworn statements of resources and liabilities or reports of examination that the institution is required to furnish to the appropriate State or federal agency. Each institution designated as a depository shall, while acting as such depository, furnish the District with a copy of all statements of resources and liabilities or all reports of examination that it is required to furnish to the appropriate State or federal agency.

The above eligibility requirements of a bank to receive or hold public deposits do not apply to investments in an interest-bearing savings account, interest-bearing certificate of deposit, or interest-bearing time deposit if: (1) the District initiates the investment at or through a bank located in Illinois, and (2) the invested public funds are at all times fully insured by an agency or instrumentality of the federal government.

The District may consider a financial institution's record and current level of financial commitment to its local community when deciding whether to deposit funds in that financial institution. The District may consider factors including:

1. For financial institutions subject to the federal Community Reinvestment Act of 1977, the current and historical ratings that the financial institution has received, to the extent that those ratings are publicly available, under the federal Community Reinvestment Act of 1977;
2. Any changes in ownership, management, policies, or practices of the financial institution that may affect the level of the financial institution's commitment to its community;
3. The financial impact that the withdrawal or denial of District deposits might have on the financial institution;
4. The financial impact to the District as a result of withdrawing public funds or refusing to deposit additional public funds in the financial institution; and
5. Any additional burden on the District's resources that might result from ceasing to maintain deposits of public funds at the financial institution under consideration.

Activity Funds

The Director of Business Services/District Treasurer is authorized to invest the District's activity funds.

Collateral Requirements

All amounts deposited or invested with financial institutions in excess of any insurance limit shall be collateralized in accordance with the Public Funds Investment Act, [30 ILCS 235/](#). The Superintendent or designee shall keep the Board informed of collateral agreements.

Safekeeping and Custody Arrangements

The preferred method for safekeeping is to have securities registered in the District's name and held by a third-party custodian. Safekeeping practices should qualify for the Governmental Accounting Standards Board Statement No. 3 Deposits with Financial Institutions, Investments (including Repurchase Agreements), and Reverse Repurchase Agreements, Category I, the highest recognized safekeeping procedures.

Controls and Report

[The Director of Business Services/District Treasurer](#) shall establish a system of internal controls and written operational procedures to prevent losses arising from fraud, employee error, misrepresentation by third parties, or imprudent employee action.

[The Director of Business Services/District Treasurer](#) shall provide a quarterly investment report to the Board. The report will: (1) assess whether the investment portfolio is meeting the District's investment objectives, (2) identify each security by class or type, book value, income earned, and market value, (3) identify those institutions providing investment services to the District, and (4) include any other relevant information. The investment portfolio's performance shall be measured by appropriate and creditable industry standards for the investment type.

The Board will determine, after receiving the Superintendent's recommendation, which fund is in most need of interest income and the Superintendent shall execute a transfer. This provision does not apply when the use of interest earned on a particular fund is restricted.

Ethics and Conflicts of Interest

The Board and District officials will avoid any investment transaction or practice that in appearance or fact might impair public confidence. Board members are bound by the Board policy 2:100, *Board Member Conflict of Interest*. No District employee having influence on the District's investment decisions shall:

1. Have any interest, directly or indirectly, in any investments in which the District is authorized to invest,
2. Have any interest, directly or indirectly, in the sellers, sponsors, or managers of those investments, or
3. Receive, in any manner, compensation of any kind from any investments in that the agency is authorized to invest.

LEGAL REF.:

[30 ILCS 235/](#), Public Funds Investment Act.63

[30 ILCS 238/](#), Ill. Sustainable Investing Act.

[105 ILCS 5/8-7](#), [5/10-22.44](#), [5/17-1](#), and [5/17-11](#).

CROSS REF.: 2:100 (Board Member Conflict of Interest), 4:10 (Fiscal and Business Management), 4:80 (Accounting and Audits)

PRESSPlus Comments

[PRESSPlus 1](#). This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the review, the Board may choose to:

- Compare the adopted version to the current PRESS sample (available at PRESS Online by logging in at www.iasb.com), discussing any differences and/or options noted in the footnotes to determine whether local changes are necessary
- Update the policy language due to changes in local conditions
- Make no changes, but update the adoption date to reflect that the policy has been reviewed and re-adopted

Issue 113, October 2023

Document Status: Draft Update

SECTION 2 -BOARD OF EDUCATION

2:120 Board Member Development

The Board of Education desires that its individual members learn, understand, and practice effective governance principles. The Board is responsible for Board member orientation and development. Board members have an equal opportunity to attend State and national meetings designed to familiarize members with public school issues, governance, and legislation.

The Board President and/or Superintendent shall provide all Board members with information regarding pertinent education materials, publications, and notices of training or development.

Mandatory Board Member Training

Each Board member is responsible for his or her own compliance with the mandatory training laws that are described below:

1. Each Board member must complete at least 4 hours of professional development leadership training in education and labor law, financial oversight and accountability, fiduciary responsibilities, [PRESSPlus1](#) trauma-informed practices for students and staff within the first year of his or her first term. This requirement is applicable to Board members who are elected after June 13, 2011 or who are appointed to fill a vacancy of at least one year's duration after that date.
2. Each Board member must complete training on the Open Meetings Act no later than 90 days after taking the oath of office for the first time. After completing the training, each Board member must file a copy of the certificate of completion with the Board. Training on the Open Meetings Act is only required once.
3. Each Board member must complete a training program on evaluations under the Performance Evaluation Reform Act (PERA) before participating in a vote on a tenured teacher's dismissal using the optional alternative evaluation dismissal process. This dismissal process is available after the District's PERA implementation date.

The Superintendent or designee shall maintain on the District website a log identifying the complete training and development activities of each Board member, including both mandatory and non-mandatory training.

Board Self-Evaluation

The Board will conduct periodic self-evaluations with the goal of continuous improvement.

New Board Member Orientation

The orientation process for newly elected or appointed Board members includes:

1. The Board President or Superintendent, or their designees, shall give each new Board member a copy of or online access to the Board Policy Manual, the Board's regular meeting minutes for the past year, and other helpful information including material describing the District and explaining the Board's roles and responsibilities.
2. The Board President or designee shall schedule one or more special Board meetings, or schedule time during regular meetings, for Board members to become acquainted and to review Board processes and procedures.
3. The Board President may request a veteran Board member to mentor a new member.
4. All new members are encouraged to attend workshops for new members conducted by the Illinois Association of School Boards.

Candidates

The Superintendent or designee shall invite all current candidates for the office of Board member to attend: (1) Board meetings, except that this invitation shall not extend to any closed meetings, and (2) pre-election workshops for candidates.

LEGAL REF.:

5 ILCS 120/1.05 and 120/2, Open Meetings Act.

[105 ILCS 5/10-16a](#) and [5/24-16.5](#).

CROSS REF.: 2:80 (Board Member Oath and Conduct), 2:125 (Board Member Expenses), 2:200 (Types of Board of Education Meetings)

PRESSPlus Comments

[PRESSPlus 1](#). Updated for continuous improvement. **Issue 113, October 2023**

Document Status: Draft Update

SECTION 2 -BOARD OF EDUCATION

2:220 Board of Education Meeting Procedure

Agenda

The Board of Education President is responsible for focusing the Board meeting agendas on appropriate content. The Superintendent shall prepare agendas in consultation with the Board President. The agenda must set forth the general subject matter of any resolution or ordinance that will be the subject of final action at the meeting. The President shall designate a portion of the agenda as a consent agenda for those items that usually do not require extensive discussion before Board action. Upon the request of any Board member, an item will be withdrawn from the consent agenda and placed on the regular agenda for independent consideration.

Any Board member may submit suggested agenda items to the Board President for his or her consideration. Items may be added to the agenda at the beginning of a regular meeting; no action will be taken on such items.

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

The Board President shall determine the order of business at regular Board meetings. Upon consent of a majority of members present, the order of business at any meeting may be changed.

Voting Method

Unless otherwise provided by law, when a vote is taken upon any measure before the Board, with a quorum being present, a majority of the votes cast shall determine its outcome. . A vote of "abstain" or "present," or a vote other than "yes" or "no," or a failure to vote, is counted for the purposes of determining whether a quorum is present. A vote of "abstain" or "present," or a vote other than "yea" or "nay," or a failure to vote, however, is not counted in determining whether a measure has been passed by the Board, unless otherwise stated in law. The sequence for casting votes is rotated.

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

Minutes

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

1. The meeting's date, time, and place;
2. Board members recorded as either present or absent;
3. A summary of the discussion on all matters proposed, deliberated, or decided, and a record of any votes taken;
4. On all matters requiring a roll call vote, a record of who voted "yes" and "no";
5. If the meeting is adjourned to another date, the time and place of the adjourned meeting;
6. The vote of each member present when a vote is taken to hold a closed meeting or portion of a meeting, and the reason for the closed meeting with a citation to the specific exception contained in the Open Meetings Act (OMA) authorizing the closed meeting;
7. A record of all motions, including individuals making and seconding motions;
8. The type of meeting, including any notices and, if a reconvened meeting, the original meeting's date.

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

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

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

The official minutes are in the custody of the Board Secretary. Open meeting minutes are available for inspection during regular office hours within 10 days after the Board's

approval; they may be inspected in the District's main office, in the presence of the Secretary, the Superintendent or designee, or any Board member.

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

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

Verbatim Record of Closed Meetings

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

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

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

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

Quorum and Participation by Audio or Video Means

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

Provided a quorum is physically present, a Board member may attend a meeting by audio conference if he or she is prevented from physically attending because of: (1) personal illness or disability, (2) employment or District business, (3) a family or other emergency, or (4) unexpected childcare obligations. [PRESSPlus1](#) If a member wishes to attend a meeting by video or audio means, he or she must notify the recording secretary or Superintendent at least 24 hours before the meeting unless advance notice is impractical. The recording secretary or Superintendent will inform the Board President and make appropriate arrangements. A Board member who attends a meeting by audio or video means, as provided in this policy, may participate in all aspects of the Board meeting including voting on any item.

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

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

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

Rules of Order

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

Broadcasting and Recording Board Meetings

Any person may record or broadcast an open Board meeting. Special requests to facilitate recording or broadcasting an open Board meeting, such as seating, writing

surfaces, lighting, and access to electrical power, should be directed to the Superintendent at least 24 hours before the meeting.

Recording meetings shall not distract or disturb Board members, other meeting participants, or members of the public. The Board President may designate a location for recording equipment, may restrict the movements of individuals who are using recording equipment, or may take such other steps as are deemed necessary to preserve decorum and facilitate the meeting.

LEGAL REF.:

[5 ILCS 120/2a](#), [120/2.02](#), [120/2.05](#), [120/2.06](#), and 120/7, [Open Meetings Act](#).

[105 ILCS 5/10-6](#), [5/10-7](#), [5/10-12](#), and [5/10-16](#).

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

PRESSPlus Comments

[PRESSPlus 1](#). Updated in response to 5 ILCS 120/7(a), amended by P.A. 103-311. **Issue 113, October 2023**

Document Status: District Use Only

INSTRUCTION

6:60 Curriculum Content

The curriculum shall contain instruction on subjects required by State statute or regulation as follows:

1. In grades 9 through 12, subjects include: (a) language arts, (b) writing intensive courses, (c) science, (d) mathematics, (e) social studies including U.S. history, American government and one semester of civics, (f) foreign language, (g) music, (h) art, (i) driver and safety education, and (j) vocational education.

Students otherwise eligible to take a driver education course must receive a passing grade in at least eight courses during the previous two semesters before enrolling in the course. The Superintendent or designee may waive this requirement if he or she believes a waiver to be in the student's best interest. The course shall include: (a) instruction necessary for the safe operation of motor vehicles, including motorcycles, to the extent that they can be taught in the classroom, (b) classroom instruction on distracted driving as a major traffic safety issue, (c) instruction on required safety and driving precautions that must be observed at emergency situations, highway construction and maintenance zones, and railroad crossings and their approaches, and (d) instruction concerning law enforcement procedures for traffic stops, including a demonstration of the proper actions to be taken during a traffic stop and appropriate interactions with law enforcement. Automobile safety instruction covering traffic regulations and highway safety must include instruction on the consequences of alcohol consumption and the operation of a motor vehicle. The eligibility requirements contained in State law for the receipt of a certificate of completion from the Secretary of State shall be provided to students in writing at the time of their registration.

2. Steroid abuse prevention must be taught.
3. Violence prevention and conflict resolution must be stressed, including: (a) causes of conflict, (b) consequences of violent behavior, (c) non-violent resolution, and (d) relationships between drugs, alcohol, and violence.
4. The curriculum contains a unit on Internet safety, the scope of which shall be determined by the Superintendent or designee.
5. In all grades, students must receive developmentally appropriate opportunities to gain computer literacy skills that are embedded in the curriculum.
6. In all grades, character education must be taught including respect, responsibility, fairness, caring, trustworthiness, and citizenship in order to raise students' honesty, kindness, justice, discipline, respect for others, and moral

courage. Instruction in all grades will include examples of behaviors that violate policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*.

7. In addition, in all grades, bullying prevention and gang resistance education and training must be taught.
8. Citizenship values must be taught, including: (a) American patriotism, (b) principles of representative government (the American Declaration of Independence, the Constitution of the United States of America and the Constitution of the State of Illinois), (c) proper use and display of the American flag, (d) the Pledge of Allegiance, and (e) the voting process.
9. Physical education must be taught including a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. Unless otherwise exempted, all students are required to engage daily during the school day in a physical education course. For exemptions and substitutions, see policies 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students* and 7:260, *Exemption from Physical Education*.
10. In all schools, health education must be stressed, including: (a) proper nutrition, (b) physical fitness, (c) components necessary to develop a sound mind in a healthy body, (d) dangers and avoidance of abduction, (e) age-appropriate and evidence-informed sexual abuse and grooming behaviors awareness and prevention education in all grades, and (f) beginning in the fall of 2024, in grades 9-12, the dangers of fentanyl. [PRESSPlus1](#) The Superintendent shall implement a comprehensive health education program in accordance with State law.
11. Career/vocational education must be taught, including: (a) the importance of work, (b) the development of basic skills to enter the world of work and/or continue formal education, (c) good work habits and values, (d) the relationship between learning and work, and (e) if possible, a student work program that provides the student with work experience as an extension of the regular classroom. A career awareness and exploration program must be available at all grade levels.
12. In grades 9 through 12, consumer education must be taught, including: (a) financial literacy, including consumer debt and installment purchasing (including credit scoring, managing credit debt, and completing a loan application); budgeting; savings and investing; banking (including balancing a checkbook, opening a deposit account, and the use of interest rates); understanding simple contracts; State and federal income taxes; personal insurance policies; the comparison of prices; higher education student loans; identity-theft security; and homeownership (including the basic process of obtaining a mortgage and the concepts of fixed and adjustable rate mortgages, subprime loans, and predatory lending); and (b) the roles of consumers interacting with agriculture, business, labor unions and government in formulating and achieving the goals of the mixed free enterprise system.

13. In grades 9 through 12, a unit of instruction about the process of naturalization by which a foreign citizen or foreign national becomes a U.S. citizen that includes content from the components of the naturalization test administered by the U.S. Citizenship and Immigration Services.
14. In grades 9 through 12, intensive instruction in computer literacy, which may be included as a part of English, social studies, or any other subject.
15. In grades 9 through 12, a unit of instruction on media literacy.
16. In grades 9 through 12, an opportunity for students to take at least one computer science course aligned to Illinois learning standards. [PRESSPlus2](#)
17. Conservation of natural resources must be taught, including: (a) home ecology, (b) endangered species, (c) threats to the environment, and (d) the importance of the environment to life as we know it.
18. In all schools, instruction as determined by the Superintendent or designee [PRESSPlus3](#) on United States (U.S.) history must be taught, including: (a) the principles of representative government, (b) the Constitutions of the U.S. and Illinois, (c) the role of the U.S. in world affairs, (d) the role of labor unions, (e) the role and contributions of ethnic groups, including but not limited to, African Americans, Albanians, Asian Americans, Bohemians, Czechs, French, Germans, Hispanics (including the events related to the forceful removal and illegal deportation of Mexican-American U.S. citizens during the Great Depression), Hungarians, Irish, Italians, Lithuanians, Polish, Russians, Scots, and Slovaks in the history of this country and State, (f) a study of the roles and contributions of lesbian, gay, bisexual, and transgender (LGBT) people in the history of the U.S. and Illinois, (g) Illinois history, (h) the contributions made to society by Americans of different faith practices, including, but not limited to, Muslim Americans, Jewish Americans, Christian Americans, Hindu Americans, Sikh Americans, Buddhist Americans, and any other collective community of faith that has shaped America, (i) Native American nations' sovereignty and self-determination, both historically and in the present day, with a focus on urban Native Americans, and (j) beginning in the fall of 2024, the events of the Native American experience and Native American history within the Midwest and Illinois since time immemorial in accordance with 105 ILCS 5/27-20.05. [PRESSPlus4](#)

In addition, all schools shall hold an educational program on the United States Constitution on Constitution Day, each September 17, commemorating the September 17, 1787 signing of the Constitution. However, when September 17 falls on a Saturday, Sunday, or holiday, Constitution Day shall be held during the preceding or following week.

19. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the Holocaust and crimes of genocide, including Nazi atrocities of 1933-1945, the Native American genocide in North America, [PRESSPlus5](#) Armenian Genocide, the Famine-Genocide in Ukraine, and more recent atrocities in Cambodia, Bosnia, Rwanda, and Sudan.

20. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the history, struggles, and contributions of women.
21. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on Black History, including the history of the pre-enslavement of Black people from 3,000 BCE to AD 1619, the African slave trade, slavery in America, the study of the reasons why Black people came to be enslaved, the vestiges of slavery in this country, the study of the American civil rights renaissance, as well as the struggles and contributions of African-Americans.
22. Offering a secondary agricultural education program, the curriculum includes courses as required by [105 ILCS 5/2-3.80](#).
23. In all schools, instruction during courses as determined by the Superintendent or designee on disability history, awareness, and the disability rights movement.
24. In all schools, instruction on the events of Asian American history, including the history of Asian Americans in Illinois and the Midwest, as well as the contributions of Asian Americans toward advancing civil rights from the 19th century onward.

LEGAL REF.:

[Pub. L. No. 108-447](#), Section 111 of Division J, Consolidated Appropriations Act of 2005.

[Pub. L. No. 110-385](#), Title II, 122 stat. 4096 (2008), Protecting Children in the 21st Century Act.

[47 C.F.R. §54.520](#).

[5 ILCS 465/3](#) and [465/3a](#).

[20 ILCS 2605/2605-480](#).

[105 ILCS 5/2-3.80](#)(e) and (f), [5/10-20.79](#), [5/10-23.13](#), [5/27-3](#), [5/27-3.5](#), [5/27-5](#), [5/27-6](#), [5/27-6.5](#), [5/27-7](#), [5/27-12](#), [5/27-12.1](#), [5/27-13.1](#), [5/27-13.2](#), [5/27-20.05](#), [5/27-20.08](#), [5/27-20.3](#), [5/27-20.4](#), [5/27-20.5](#), [5/27-20.7](#), [5/27-20.8](#), [5/27-21](#), [5/27-22](#), [5/27-23.3](#), [5/27-23.4](#), [5/27-23.7](#), [5/27-23.8](#), [5/27-23.10](#), [5/27-23.11](#), [5/27-23.15](#), [5/27-23.16](#), [5/27-24.1](#), and [5/27-24.2](#).

[105 ILCS 110/3](#), Comprehensive Health Education Program.

[105 ILCS 435/](#), Vocational Education Act.

[625 ILCS 5/6-408.5](#), Ill. Vehicle Code.

[23 Ill.Admin.Code §§1.420](#), [1.425](#), [1.430](#), and [1.440](#).

CROSS REF.: 4:165 (Awareness and Prevention of Child Sex Abuse and Grooming Behaviors), 6:20 (School Year Calendar and Day), 6:40 (Curriculum Development), 6:70 (Teaching About Religions), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:260 (Exemption from Physical Education)

PRESSPlus Comments

[PRESSPlus 1](#). Updated in response to 105 ILCS 5/27-13.2(c), added by P.A. 103-365, eff. 1-1-24. See sample administrative procedure 6:60-AP1, *Comprehensive Health Education Program*, available at PRESS Online by logging in at www.iasb.com, for more information. **Issue 113, October 2023**

[PRESSPlus 2](#). Subject to appropriation, school districts can apply for a competitive grant to support computer science programs. 105 ILCS 5/2-3.196, added by P.A. 103-264, eff. 1-1-24. **Issue 113, October 2023**

[PRESSPlus 3](#). 105 ILCS 5/27-21, amended by P.A. 103-422, requires the school board to determine the minimum amount of instructional time. The sample policy complies by delegating this responsibility to the superintendent or designee. **Issue 113, October 2023**

[PRESSPlus 4](#). Updated in response to 105 ILCS 5/27-21, amended by P.A. 103-422 (adding teaching about Native American nations' sovereignty and self-determination), and 105 ILCS 5/27-20.05, added by P.A. 103-422 (adding instruction on Native American experience and history).

Note that instruction on Native American nations' sovereignty and self-determination under 105 ILCS 5/27-21, amended by P.A. 103-422, does not specify a delayed implementation date. Consult the board attorney regarding whether a district may delay implementation of such instruction given that the implementation of Native American experience and Native American history in 2024-2025 must include instruction on tribal sovereignty.

Instruction in events of the Native American experience and Native American history must include “the contributions of Native Americans in government and the arts, humanities, and sciences, as well as the contributions of Native Americans to the economic, cultural, social, and political development of their own nations and of the United States.” Additionally, in grades 6 through 12, the instruction must include “the study of the genocide of and discrimination against Native Americans, as well as tribal sovereignty, treaties made between tribal nations and the United States, and the circumstances around forced Native American relocation.” The Ill. State Board of Education (ISBE) is required to make instructional materials related to Native Americans available on its website, but not until 1-1-25. For additional resources, see

<https://americanindian.si.edu/nk360> and www.iste.org/explore/classroom/15-resources-teaching-native-american-history-and-culture. **Issue 113, October 2023**

PRESSPlus 5. 105 ILCS 5/27-20.3, amended by P.A. 103-422. Beginning with the 2024-2025 school year, instruction on Native American genocide is also required by 105 ILCS 5/27-20.05, added by P.A. 103-422 in grades 6-12. Note that instruction on Native American genocide under 105 ILCS 5/27-20.3, amended by P.A. 103-422 does not specify a delayed implementation date. Consult the board attorney regarding whether a district may delay implementation of such instruction given that the implementation of Native American experience and Native American history in 2024-2025 must include instruction on Native American genocide. ISBE is not required to make instructional materials on the Native American genocide in North America available on its website until 1-1-25. **Issue 113, October 2023**

Document Status: Draft Update

Professional Personnel

5:220 Substitute Teachers

The Superintendent may employ substitute teachers as necessary to replace teachers who are temporarily absent.

A substitute teacher must hold either a valid teaching or substitute license and may teach in the place of a licensed teacher who is under contract with the Board of Education. There is no limit on the number of days that a substitute teacher may teach in the District during the school year, except as follows:

1. A substitute teacher holding a substitute license may teach for any one licensed teacher under contract with the District only for a period not to exceed 90 paid school days in any one school term.
2. A teacher holding a Professional Educator License or Educator License with Stipulations may teach for any one licensed teacher under contract with the District only for a period not to exceed 120 paid school days.

The Ill. Teachers' Retirement System (TRS) limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 120 paid days or 600 paid hours in each school year through June 30, 2026, [PRESSPlus1](#) but not more than 100 paid days in the same classroom. Beginning July 1, 2026, a substitute teacher who is a TRS annuitant may substitute teach for a period not to exceed 100 paid days or 500 paid hours in any school year, unless the subject area is one where the Regional Superintendent has certified that a personnel shortage exists.

The Board establishes a daily rate of pay for substitute teachers. Substitute teachers receive only monetary compensation for time worked and no other benefits.

Short-Term Substitute Teachers

A short-term substitute teacher must hold a valid short-term substitute teaching license and have completed the District's short-term substitute teacher training program. Unless otherwise permitted by law, short-term substitutes may teach no more than five consecutive school days for each licensed teacher who is under contract with the Board.

Emergency Situations

A substitute teacher may teach when no licensed teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent shall notify the appropriate Regional Office of Education (ROE) within five business days after the employment of a substitute teacher in an emergency situation. The Board may continue to employ the same substitute teacher in a vacant position for 90 calendar days or until the end of the semester, whichever is greater, if, prior to the end of the then current 30-calendar-day period, the District makes a written request to the ROE for a 30-calendar-day extension and the extension is granted by the ROE. [PRESSPlus2](#)

LEGAL REF.:

[105 ILCS 5/10-20.68](#), [5/21B-20\(2\)](#), [5/21B-20\(3\)](#), and [5/21B-20\(4\)](#).

[40 ILCS 5/16-118](#), Ill. Pension Code.

[23 Ill.Admin.Code §1.790](#) (Substitute Teacher) and [§25.520](#) (Substitute Teaching License).

CROSS REF.: 5:30 (Hiring Process and Criteria)

PRESSPlus Comments

[PRESSPlus 1](#). Updated in response to Ill. Pension Code, 40 ILCS 5/16-118, amended by P.A.s 103-88 and 103-525, permitting TRS annuitants to substitute teach for 120 paid days or 600 paid hours in each school year through 6-30-26. **Issue 113, October 2023**

[PRESSPlus 2](#). Updated in response to 105 ILCS 5/21B-20(3), amended by P.A. 103-193, eff. 1-1-24. In order for a substitute teacher to remain in a vacant position for up to 90 days, or until the end of the semester, whichever is greater, the position must remain vacant and the district must continue to actively seek qualified candidates and provide documentation to the Regional Office of Education that it has provided training specific to the position, including training on meeting the needs of students with disabilities and English learners if applicable. **Issue 113, October 2023**

Document Status: Draft Update

STUDENTS

7:60 Residence

Resident Students

Only students who are residents of the District may attend a District school without a tuition charge, except as otherwise provided below or in State law. A student's residence is the same as the person who has legal custody of the student.

A person asserting legal custody over a student, who is not the child's natural or adoptive parent, shall complete a signed statement, stating: (a) that he or she has assumed and exercises legal responsibility for the child, (b) the reason the child lives with him or her, other than to receive an education in the District, and (c) that he or she exercises full control over the child regarding daily educational and medical decisions in case of emergency. If the District knows the current address of the child's natural or adoptive parent, the District shall request in writing that the person complete a signed statement or affidavit stating: (a) the role and responsibility of the person with whom their child is living, and (b) that the person with whom the child is living has full control over the child regarding daily educational and medical decisions in case of emergency.

A student whose family moves out of the District during the school year will be permitted to attend school for the remainder of the year without payment of tuition.

When a student's change of residence is due to the military service obligation of the student's legal custodian, the student's residence is deemed to be unchanged for the duration of the custodian's military service obligation if the student's custodian made a written request. The District, however, is not responsible for the student's transportation to or from school.

If, at the time of enrollment, a dependent child of military personnel is housed in temporary housing located outside of the District, but will be living within the District within six months after the time of initial enrollment, the child is allowed to enroll, subject to the requirements of State law, and must not be charged tuition.

Residence of Students with Disabilities [PRESSPlus1](#)

The residence of a child with a disability is determined in accordance with 105 ILCS 5/14-1.11, 5.14-1.11a, and 5/14-1.11b.

Requests for Nonresident Student Admission [Q1](#)

Non-resident students may attend District schools upon the approval of a request submitted by the student's parent(s)/guardian(s) for non-resident admission. The Superintendent may approve the request subject to the following:

1. The student will attend on a year-to-year basis. Approval for any one year is not authorization to attend a following year.
2. The student will be accepted only if there is sufficient room.
3. The student's parent(s)/guardian(s) will be charged the maximum amount of tuition as allowed by State law.
4. The student's parent(s)/guardian(s) will be responsible for transporting the student to and from school.

Admission of Nonresident Students Pursuant to an Agreement or Order

Nonresident students may attend District schools pursuant to:

1. A written agreement with an adjacent school district to provide for tuition-free attendance by a student of that district, provided both the Superintendent or designee and the adjacent district determine that the student's health and safety will be served by such attendance.
2. A written agreement with cultural exchange organizations and institutions supported by charity to provide for tuition-free attendance by foreign exchange students and nonresident pupils of charitable institutions.
3. According to an intergovernmental agreement.
4. Whenever any State or federal law or a court order mandates the acceptance of a nonresident student.

Homeless Children

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

Challenging a Student's Residence Status

If the Superintendent or designee determines that a non-resident student is attending a District school, he or she on behalf of the Board shall notify the person who enrolled the student of the tuition amount that is due and immediately begin proceedings to ban the student from future attendance. The notice shall detail the specific reasons why the Board believes that the student is a nonresident of the District and shall be given by certified mail, return receipt requested. The person who enrolled the student may challenge this determination and request a hearing as provided by the School Code, [105 ILCS 5/10-20.12b](#).

LEGAL REF.:

[42 U.S.C. §11431](#) et seq., McKinney-Vento Homeless Assistance Act.

105 ILCS 5/10-20.12a, 5/10-20.12b, 5/10-22.5, 5/10-22.5a, [5/14-1.11](#), [5/14-1.11a](#), and [5/14-1.11b](#).

[105 ILCS 45/](#), Education for Homeless Children Act.

[105 ILCS 70/](#), Educational Opportunity for Military Children Act.

[23 Ill.Admin.Code §1.240](#).

Israel S. by Owens v. Bd. of Educ. of Oak Park and River Forest High Sch. Dist. 200, 235 Ill.App.3d 652 (5th Dist. 1992).

Joel R. v. Board of Education of Manheim School District 83, 292 Ill.App.3d 607 (1st Dist. 1997).

Kraut v. Rachford, 51 Ill.App.3d 206 (1st Dist. 1977).

CROSS REF.: 6:140 (Education of Homeless Children), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:70 (Attendance and Truancy)

Questions and Answers:

***[Required Question 1](#). 105 ILCS 5/10-20.12a(a), amended by P.A. 103-111, allows boards to adopt a policy to waive nonresident tuition if the student is the child of a district employee. A *child* means a district employee's child who is a biological child, adopted child, foster child, stepchild, or a child for which the employee serves as legal guardian.

Does the board wish to accept requests from district employees for their nonresident children to attend school in the district on a tuition-free basis?

- No. (Default)
- Yes. (IASB will add the following paragraph after the numbered list: "For a nonresident student who is the child of a District employee, if the Superintendent approves the request for nonresident admission for the student, the tuition cost is waived pursuant to 105 ILCS 5/10-20.12a(a).")

PRESSPlus Comments

[PRESSPlus 1](#). When special education services are provided, a student's resident

district is determined by 105 ILCS 5/14-1.11 (when the resident district is the district in which the parent/guardian resides), 14-1.11a, amended by P.A. 102-514 (when the resident district is the district in which the student resides), and 14-1.11b (applying the provisions of 105 ILCS 5/14-1.11 and 14-1.11a to determine the resident district in all cases in which special education services and facilities are provided). **Issue 113, October 2023**

Document Status: Draft Update

STUDENTS

7:190 Student Behavior

The goals and objectives of this policy are to provide effective discipline practices that: (1) prioritize the safety and dignity of students and staff; (2) maintain a positive, weapons-free, and **drugsubstance**-free learning environment; (3) keep school property and the property of others secure; (4) address the causes of a student's misbehavior and to the extent possible and practical, provide opportunities for all individuals involved in an incident to participate in its resolution; and (5) teach students positive behavioral skills to become independent, self-disciplined citizens in the school community and society.

As is the case throughout the Board Policy Manual, the term *includes* when used in this policy means *includes, without limitation*.

When and Where Conduct Rules Apply

A student may be subject to disciplinary action for engaging in *prohibited student conduct*, as described in the section with that name below, whenever the student's conduct is reasonably related to school or school activities, including:

1. On, or within sight of, school grounds at any time, including before, during, and after school hours;
2. Off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school;
3. Traveling to or from school or a school activity, function, or event; or
4. Anywhere, if the conduct does or reasonably could be foreseen to do any of the following: interfere with, disrupt, or adversely affect the school environment, school operations, or an educational function, including, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

Prohibited Student Conduct

The school administration is authorized to discipline students for gross disobedience or misconduct, including:

1. Using, possessing, distributing, purchasing, selling, or offering for sale:
 - a. Tobacco or nicotine materials, including electronic cigarettes.
 - b. Alcoholic beverages. A student who is under the influence of an alcoholic beverage is not permitted to attend school or school functions and is treated as if in possession of alcohol.
 - c. Any illegal drug or controlled substance, or cannabis (including marijuana, hashish, and medical cannabis unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law* and Policy 7:270).
 - d. Any anabolic steroid unless it is being administered in accordance with a physician's or licensed practitioner's prescription.
 - e. Any performance-enhancing substance on the Illinois High School Association's most current banned substance list unless administered in accordance with a physician's or licensed practitioner's prescription.
 - f. Any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician's or licensed practitioner's instructions. The use or possession of medical cannabis, even by a student for whom medical cannabis has been prescribed, is prohibited unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law* and Policy 7:270.
 - g. Any substance regardless of whether it contains an illegal drug or is explicitly prohibited by this policy, that is inhaled, injected, smoked, consumed, or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, regardless of whether such change is in fact caused. This includes pure caffeine in tablet or powdered form. The prohibition in this section does not apply to a substance for which the student has a prescription from a physician or licensed practitioner where the student is using the substance in a manner consistent with the prescription or prescribing physician's or licensed practitioner's instructions, including a student's use of legally prescribed asthma or other inhalant medication.
 - h. *Look-alike* or counterfeit drugs, which are any substance: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance, substance causing a physiological or psychological change in the body, or other substance that is prohibited by this policy; or (b) about which a student engages in behavior that would lead a reasonable person to believe that the student expressly or impliedly believes or represents the substance to be an illegal drug, controlled substance, substance causing a physiological or psychological change in the body, or other substance that is prohibited by this policy. The prohibition in this section does not apply to a substance for which the student has a prescription from a physician or licensed practitioner where the student is using the substance in a manner consistent with the prescription or prescribing physician's or licensed practitioner's instructions.

- i. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.

Students who are under the influence of any prohibited substance are not permitted to attend school or school functions and are treated as though they had the prohibited substance, as applicable, in their possession.

2. Using, possessing, controlling, or transferring a *weapon* as that term is defined in the **Weapons** section of this policy, or violating the **Weapons** section of this policy.
3. Using or possessing an electronic paging device. Using a cellular telephone, video recording device, personal digital assistant (PDA), or other electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, or cellular phone. Unless otherwise banned under this policy or by the Building Principal, all electronic devices must be kept powered-off or silenced during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education program (IEP); (c) it is used during the student's lunch period, or (d) it is needed in an emergency that threatens the safety of students, staff, or other individuals.
4. Using or possessing a laser pointer unless the student: (1) has express authorization by a staff member, (2) is using the laser pointer in the context of instruction; and (3) is under a staff member's direct supervision when using the laser pointer.
5. Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a District staff member's request to stop, present school identification, or submit to a search.
6. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, using a writing service and/or generative artificial intelligence technology in place of original work unless specifically authorized by staff, [PRESSPlus1](#) wrongfully giving or receiving help during an academic examination, altering report cards, and wrongfully obtaining test copies or scores.
7. Engaging in hazing or any kind of bullying or aggressive behavior that does physical or psychological harm to a staff person or another student, or urging other students to engage in such conduct. Prohibited conduct specifically includes any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, using a school computer or a school computer network, or other comparable conduct.
8. Engaging in any sexual activity, including consensual sexual activity, offensive touching, sexual harassment, indecent exposure (including mooning), and sexual

assault. This does not include the: (a) expression of gender or sexual orientation or preference, or (b) the non-disruptive display of affection during non-instructional time.

9. Teen dating violence, as described in Board policy 7:185, *Teen Dating Violence Prohibited*.
10. Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's personal property.
11. Entering or being present on/in school property or a school facility without proper authorization.
12. In the absence of a reasonable belief that an emergency exists, calling emergency responders (such as calling 911); signaling or setting off alarms or signals indicating the presence of an emergency; or indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity.
13. Being absent without a recognized excuse; State law and School Board policy regarding truancy control will be used with chronic and habitual truants.
14. Being involved with any public school fraternity, sorority, or secret society, including by: (a) being a member; (b) promising to join; (c) pledging to become a member; or (d) soliciting any other person to join, promise to join, or be pledged to become a member.
15. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia.
16. Violating any criminal law, including assault, battery, arson, theft, gambling, eavesdropping, vandalism, and hazing.
17. Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school.
18. Operating an unmanned aircraft system (UAS) or drone for any purpose on school grounds or at any school event unless granted permission by the Superintendent or designee.
19. Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

For purposes of this policy, the term *possession* includes having control, custody, or care of an object or substance, including situations in which the item is: (a) on the student's person; (b) contained in another item belonging to, or under the control of, the student, such as in the student's clothing, backpack, or automobile; (c) in a school's

student locker, desk, or other school property; or (d) at any location on school property or at a school-sponsored event.

Efforts, including the use of positive interventions and supports, shall be made to deter students, while at school or a school-related event, from engaging in aggressive behavior that may reasonably produce physical or psychological harm to someone else. The Superintendent or designee shall notify the parent/guardian of a student who engages in aggressive behavior about the incident. The failure to provide such notification does not limit the Board's authority to impose discipline, including suspension or expulsion, for such behavior.

No disciplinary action shall be taken against any student that is based totally or in part on the refusal of the student's parent/guardian to administer or consent to the administration of psychotropic or psychostimulant medication to the student.

Disciplinary Measures

School officials shall limit the number and duration of expulsions and out-of-school suspensions to the greatest extent practicable, and, where practicable and reasonable, shall consider forms of non-exclusionary discipline before using out-of-school suspensions or expulsions. School personnel shall not advise or encourage students to drop out voluntarily due to behavioral or academic difficulties. Potential disciplinary measures include any of the following:

1. Notifying parent(s)/guardian(s).
2. Disciplinary conference.
3. Withholding of privileges.
4. Temporary removal from the classroom.
5. Return of property or restitution for lost, stolen, or damaged property.
6. In-school suspension. The Building Principal or designee shall properly supervise the student.
7. After-school study or Saturday study provided the student's parent/guardian has been notified. If transportation arrangements cannot be agreed upon, an alternative disciplinary measure must be used. The student must be supervised by the detaining teacher or the Building Principal or designee.
8. Community service with local public and nonprofit agencies that enhances community efforts to meet human, educational, environmental, or public safety needs. The District will not provide transportation. School administration shall use this option only as an alternative to another disciplinary measure, when appropriate, giving the student and/or parent/guardian the choice.
9. Seizure of contraband; confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules.
10. Suspension of bus riding privileges in accordance with Board policy 7:220, *Bus Conduct*.

11. Out-of-school suspension from school and all school activities in accordance with Board policy 7:200, *Suspension Procedures*. A student who has been suspended may also be restricted from being on school grounds and at school activities.
12. Expulsion from school and all school activities for a definite time period not to exceed two calendar years in accordance with Board policy 7:210, *Expulsion Procedures*. A student who has been expelled may also be restricted from being on school grounds and at school activities.
13. Transfer to an alternative program if the student is expelled if the parent/guardian agrees to such transfer. The transfer shall be in the manner provided in [Article 13A](#) or [13B of the School Code](#).
14. Notifying juvenile authorities or other law enforcement whenever the conduct involves criminal activity, including illegal drugs (controlled substances), *look-alikes*, alcohol, or weapons or in other circumstances as authorized by the reciprocal reporting agreement between the District and local law enforcement agencies.

The above list of disciplinary measures is a range of options that will not always be applicable in every case. In some circumstances, it may not be possible to avoid suspending or expelling a student because behavioral interventions, other than a suspension and expulsion, will not be appropriate and available, and the only reasonable and practical way to resolve the threat and/or address the disruption is a suspension or expulsion.

Corporal punishment is prohibited. Corporal punishment is defined as slapping, paddling, or prolonged maintenance of students in physically painful positions, or intentional infliction of bodily harm. Corporal punishment does not include reasonable force as needed to maintain safety for students, staff, or other persons, or for the purpose of self-defense or defense of property.

Isolated Time Out, Time Out, and Physical Restraint

Neither isolated time out, time out, nor physical restraint shall be used to discipline or punish a student. These methods are only authorized for use as permitted in [105 ILCS 5/10-20.33](#), State Board of Education rules ([23 Ill.Admin.Code §§ 1.280, 1.285](#)), and the District's procedure(s).

Weapons

A student who is determined to have brought one of the following objects to school, any school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school shall be expelled for a period of at least one calendar year but not more than two calendar years:

1. A firearm, meaning any gun, rifle, shotgun, or weapon as defined by Section 921 of Title 18 of the United States Code ([18 U.S.C. § 921](#)), firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act ([430 ILCS 65/](#)), or

firearm as defined in Section 24-1 of the Criminal Code of [2012 \(720 ILCS 5/24-1\)](#).

2. A knife, brass knuckles, or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including *look-alikes* of any firearm as defined above.

The expulsion requirement under either paragraph 1 or 2 above may be modified by the Superintendent, and the Superintendent's determination may be modified by the Board on a case-by-case basis. The Superintendent or designee may grant an exception to this policy, upon the prior request of an adult supervisor, for students in theatre, cooking, ROTC, martial arts, and similar programs, whether or not school-sponsored, provided the item is not equipped, nor intended, to do bodily harm.

This policy's prohibitions concerning weapons apply regardless of whether: (1) a student is licensed to carry a concealed firearm, or (2) the Board permits visitors, who are licensed to carry a concealed firearm, to store a firearm in a locked vehicle in a school parking area.

Any student who brings a firearm or weapon to school will be automatically referred to the criminal justice or juvenile delinquency system.

Re-Engagement of Returning Students

The Superintendent or designee shall maintain a process to facilitate the re-engagement of students who are returning from an out-of-school suspension, expulsion, or an alternative school setting. The goal of re-engagement shall include the opportunity for students who have been suspended to complete or make up work for equivalent academic credit.

Required Notices[PRESSPlus2](#)

A school staff member shall immediately notify the office of the Building Principal in the event that he or she: (1) observes any person in possession of a firearm on or around school grounds; however, such action may be delayed if immediate notice would endanger students under his or her supervision, (2) observes or has reason to suspect that any person on school grounds is or was involved in a drug-related incident, or (3) observes a battery committed against any staff member or is subject to a battery. *School grounds* includes modes of transportation to school activities and any public way within 1000 feet of the school, as well as school property itself.

Upon receiving a report of (1), above, the Building Principal or designee shall immediately notify local law enforcement. In addition, upon receiving a report on any of the above (1)-(3), the Building Principal or designee shall notify the Superintendent or designee and any involved student's parent/guardian.[Q1](#)

Upon receiving a report on any of the above (1)-(3), the Superintendent or designee shall immediately notify local law enforcement. The Superintendent or designee shall also report incidents involving battery against staff members to the Ill. State Board of Education through its web-based School Incident Reporting System as they occur during the year and no later than August 1 for the preceding school year. [PRESSPlus3](#)

Delegation of Authority

Each teacher, and any other school personnel when students are under his or her charge, is authorized to impose any disciplinary measure, other than suspension, expulsion, corporal punishment, or in-school suspension, that is appropriate and in accordance with the policies and rules on student discipline. Teachers, other certificated [licensed] educational employees, and other persons providing a related service for or with respect to a student, may use reasonable force as needed to maintain safety for other students, school personnel, or other persons, or for the purpose of self-defense or defense of property. Teachers may temporarily remove students from a classroom for disruptive behavior.

The Superintendent, Building Principal, Assistant Building Principal, or Dean of Students is authorized to impose the same disciplinary measures as teachers and may suspend students guilty of gross disobedience or misconduct from school (including all school functions) and from riding the school bus, up to 10 consecutive school days, provided the appropriate procedures are followed. The Board may suspend a student from riding the bus in excess of 10 school days for safety reasons.

Student Handbook

The Superintendent, with input from the parent-teacher advisory committee, shall prepare disciplinary rules implementing the District's disciplinary policies. These disciplinary rules shall be presented annually to the Board for its review and approval.

A student handbook, including the District disciplinary policies and rules, shall be distributed to the students' parents/guardians within 15 days of the beginning of the school year or a student's enrollment.

Incorporated

by Reference: 7:190-AP4 (Use of Isolated Time Out, Time Out, and Physical Restraint)

LEGAL REF.:

20 U.S.C. §[7971](#), Pro-Children Act of [2004](#).

[20 U.S.C. §7961](#) *et seq.*, Gun Free Schools Act.

[105 ILCS 5/10-20.5b](#), [5/10-20.14](#), [5/10-20.28](#), [5/10-20.36](#), [5/10-21.7](#), [5/10-21.10](#), [5/10-22.6](#), [5/10-27.1A](#), [5/10-27.1B](#), [5/22-33](#), [5/24-24](#), [5/26-12](#), [5/27-23.7](#), and [5/31-3](#).

[105 ILCS 110/3.10](#), Critical Health Problems and Comprehensive Health Education Act.

[410 ILCS 130/](#), Compassionate Use of Medical Cannabis Pilot Program.

[410 ILCS 647/](#), Powdered Caffeine Control and Education Act.

[430 ILCS 66/](#), Firearm Concealed Carry Act.

[23 Ill.Admin.Code §§ 1.280](#), [1.285](#).

CROSS REF.: 2:150 (Committees), 2:240 (Board Policy Development), 5:230 (Maintaining Student Discipline), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 7:70 (Attendance and Truancy), 7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:150 (Agency and Police Interviews), 7:160 (Student Appearance), 7:170 (Vandalism), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:270 (Administering Medicines to Students), 7:315 (Restrictions on Publications; High Schools), 8:30 (Visitors to and Conduct on School Property)

Questions and Answers:

*****Required Question 1.** The building principal must notify the student's parent/guardian only when the alleged offense is firearm possession. 105 ILCS 5/27.1A(b). The policy expands this notification duty to include drug-related incidents and battery of a staff member.

Would the board like to expand the notification duty, or align it with 105 ILCS 5/27.1A(b)?

- Expand the notification duty to include drug-related incidents and battery of a staff member. (Default)
- Align notification duty to 105 ILCS 5/27.1A(b). (IASB will amend the second sentence as follows: "In addition, upon receiving a report on any of the above (1)-(3), the Building Principal or designee shall notify the Superintendent or designee and, if a student is reportedly in possession of a firearm, also any involved student's parent/guardian.")

PRESSPlus Comments

[PRESSPlus 1](#). Optional. Generative artificial intelligence (AI) is a broad label used to describe any AI system that generates, with varying levels of autonomy, content such as complex text, images, audio, or video. When not used for academic dishonesty purposes, generative AI tools may present innovative learning opportunities for students and teaching opportunities for educators. For further information, see the International Society for Technology in Education webpage on AI exploration for educators at: www.iste.org/areas-of-focus/AI-in-education. **Issue 113, October 2023**

[PRESSPlus 2](#). This subhead is updated to align with subsection **J. Required Notices** in sample administrative procedure 4:170-AP1, *Comprehensive Safety and Security Plan*. **Issue 113, October 2023**

[PRESSPlus 3](#). Updated in response to 105 ILCS 5/10-27.1A(c), amended by P.A. 103-34, 5/10-27.1B(b), and 5/10-21.7, amended by P.A. 102-894. To satisfy the reporting requirement, ISBE created the School Incident Reporting System (SIRS), a web-based application on IWAS for schools to report incidents electronically. See subhead **J. Required Notices** of sample administrative procedure 4:170-AP1, *Comprehensive Safety and Security Plan*, available at PRESS Online by logging in at www.iasb.com. Reporting on SIRS does not satisfy the requirement to report incidents to local law enforcement authorities. **Issue 113, October 2023**

Document Status: Draft Update

STUDENTS

7:290 Suicide and Depression Awareness and Prevention

Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate. Suicide and depression awareness and prevention are important Board goals.

Suicide and Depression Awareness and Prevention Program

The Superintendent or designee shall develop, implement, and maintain a suicide and depression awareness and prevention program (Program) that advances the Board's goals of increasing awareness and prevention of depression and suicide. This program must be consistent with the requirements of *Ann Marie's Law* listed below; each listed requirement, 1-6, corresponds with the list of required policy components in the School Code [Section 5/2-3.166\(c\)\(2\)-\(7\)](#). The Program shall include:

1. Protocols for administering youth suicide awareness and prevention education to students and staff.
 - a. For students, implementation will incorporate Board policy 6:60, *Curriculum Content*, which implements [105 ILCS 5/2-3.139](#) and [105 ILCS 5/27-7](#) (requiring education for students to develop a sound mind and a healthy body).
 - b. For staff, implementation will incorporate Board policy 5:100, *Staff Development Program*, and teacher's institutes under [105 ILCS 5/3-14.8](#) (requiring coverage of the warning signs of suicidal behavior).
2. Procedures for methods of suicide prevention with the goal of early identification and referral of students possibly at risk of suicide. Implementation will incorporate:
 - a. The training required by [105 ILCS 5/10-22.39](#) for **all District staff** ^{PRESSPlus1} who work with students to identify the warning signs of suicidal behavior in youth along with appropriate intervention and referral techniques, including methods of prevention, procedures for early identification, and referral of students at risk of suicide; and
 - b. Ill. State Board of Education (ISBE)-recommended guidelines and educational materials for staff training and professional development, along with ISBE-recommended resources for students containing age-appropriate educational

materials on youth suicide and awareness, if available pursuant to *Ann Marie's Law* on ISBE's website.

3. Methods of intervention, including procedures that address an emotional or mental health safety plan for use during the school day and at school-sponsored events for a student identified as being at increased risk of suicide including those students who: (A) suffer from a mental health disorder; (B) suffer from a substance abuse disorder; (C) engage in self-harm or have previously attempted suicide; (D) reside in an out-of-home placement; (E) are experiencing homelessness; (F) are identified as lesbian, gay, bisexual, transgender, and/or identify as (LGBTQ+); (G) are bereaved by suicide; or (H) have a medical condition or certain types of disabilities. Implementation will incorporate paragraph number 2, above, along with Board policies:
 - a. 6:65, *Student Social and Emotional Development*, implementing the goals and benchmarks of the Ill. Learning Standards and [405 ILCS 49/15\(b\)](#) (requiring student social and emotional development in the District's educational program);
 - b. 6:120, *Education of Children with Disabilities*, implementing special education requirements for the District;
 - c. 6:140, *Education of Homeless Children*, implementing provision of District services to students who are homeless;
 - d. 6:270, *Guidance and Counseling Program*, implementing guidance and counseling program(s) for students, and [105 ILCS 5/10-22.24a](#) and [22.24b](#), which allow a qualified guidance specialist or any licensed staff member to provide school counseling services;
 - e. 7:10, *Equal Educational Opportunities*, and its implementing administrative procedure and exhibit, implementing supports for equal educational opportunities for students who are LGBTQ+;
 - f. 7:50, *School Admissions and Student Transfers To and From Non-District Schools*, implementing State law requirements related to students who are in foster care;
 - g. 7:250, *Student Support Services*, implementing the Children's Mental Health Act, [405 ILCS 49/](#) (requiring protocols for responding to students with social, emotional, or mental health issues that impact learning ability); and
 - h. State and/or federal resources that address emotional or mental health safety plans for students who are possibly at an increased risk for suicide, if available on the ISBE's website pursuant to *Ann Marie's Law*.
4. Methods of responding to a student or staff suicide or suicide attempt. Implementation of this requirement shall incorporate building-level Student Support Committee(s) established through Board policy 7:250, *Student Support Services*.
5. Reporting procedures. Implementation of this requirement shall incorporate Board policy 6:270, *Guidance and Counseling Program*, and Board policy 7:250, *Student Support Services*, in addition to other State and/or federal resources that address reporting procedures.

6. A process to incorporate ISBE-recommended resources on youth suicide awareness and prevention programs, including current contact information for such programs in the District's Suicide and Depression Awareness and Prevention Program.

Illinois Suicide Prevention Strategic Planning Committee

The Superintendent or designee shall attempt to develop a relationship between the District and the Illinois Suicide Prevention Strategic Planning Committee, the Illinois Suicide Prevention Coalition Alliance, and/or a community mental health agency. The purpose of the relationship is to discuss how to incorporate the goals and objectives of the Illinois Suicide Prevention Strategic Plan into the District's Suicide Prevention and Depression Awareness Program.

Monitoring

The Board will review and update this policy pursuant to *Ann Marie's Law* and Board policy 2:240, *Board Policy Development*.

Information to Staff, Parents/Guardians, and Students

The Superintendent shall inform each school district employee about this policy and ensure its posting on the District's website. The Superintendent or designee shall provide a copy of this policy to the parent or legal guardian of each student enrolled in the District. Student identification (ID) cards, the District's website, and student handbooks and planners will contain the support information as required by State law.

Implementation

This policy shall be implemented in a manner consistent with State and federal laws, including the Student Confidential Reporting Act, [5 ILCS 860/](#), Children's Mental Health Act, [405 ILCS 49/](#), Mental Health and Developmental Disabilities Confidentiality Act, [740 ILCS 110/](#), and the Individuals with Disabilities Education Act, [42 U.S.C. §12101 et seq.](#)

The District, Board, and its staff are protected from liability by the Local Governmental and Governmental Employees Tort Immunity Act. Services provided pursuant to this policy: (1) do not replace the care of a physician licensed to practice medicine in all of its branches or a licensed medical practitioner or professional trained in suicide prevention, assessments and counseling services, (2) are strictly limited to the available resources within the District, (3) do not extend beyond the school day and/or school-sponsored events, and (4) cannot guarantee or ensure the safety of a student or the student body.

LEGAL REF.:

[42 U.S.C. § 1201 et seq.](#) Individuals with Disabilities Education Act.

[105 ILCS 5/2-3.166](#), [105 ILCS 5/2-3.139](#), [5/3-14.8](#), [5/10-20.76](#), [5/10-20.81](#), [5/10-22.24a](#), [5/10-22.24b](#), [5/10-22.39](#), [5/14-1.01 et seq.](#), [5/14-7.02](#), and [5/14-7.02b](#), [5/27-7](#).

[5 ILCS 860/](#), Student Confidential Reporting Act.

[405 ILCS 49/](#), Children’s Mental Health Act.

[740 ILCS 110/](#), Mental Health and Developmental Disabilities Confidentiality Act.

[745 ILCS 10/](#), Local Governmental and Governmental Tort Immunity Act.

CROSS REF.: 2:240 (Board Policy Development), 5:100 (Staff Development Program), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:120 (Education of Children with Disabilities), 6:270 (Guidance and Counseling Program), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:250 (Student Support Services)

PRESSPlus Comments

[PRESSPlus 1](#). Updated in response to 105 ILCS 5/10-22.39, amended by P.A. 103-542, eff. 1-1-24 and operative 7-1-24, requiring teachers, administrators, and school support personnel who work with students to be trained on identifying warning signs of mental illness, trauma, and suicidal behavior in youth. Such training must include, but is not limited to, appropriate intervention and referral techniques, including resources and guidelines as outlined in 105 ILCS 5/3.166. 105 ILCS 5/10-22.39, amended by P.A. 103-542, eff. 1-1-24 and operative 7-1-24, uses the phrase *teachers, administrators, and school support personnel*, but for brevity this material uses the phrase *all District staff*. **Issue 113, October 2023**

Document Status: District Use Only

SECTION 2 -BOARD OF EDUCATION

2:20 Powers and Duties of the Board of Education; Indemnification

The major powers and duties of the Board of Education include, but are not limited to:

1. Organizing the Board after each consolidated election by electing officers and establishing its regular meeting schedule and, thereafter, taking action during lawfully called meetings to faithfully fulfill the Board's responsibilities in accordance with State and Federal law.
2. Formulating, adopting, and modifying Board policies, at its sole discretion, subject only to mandatory collective bargaining agreements and State and federal law.
3. Employing a Superintendent and other personnel, making employment decisions, dismissing personnel, including determining whether an employee has willfully or negligently failed to report an instance of suspected child abuse or neglect as required by 325 ILCS 5/, and establishing an equal employment opportunity policy that prohibits unlawful discrimination.
4. Directing, through policy, the Superintendent, in his or her charge of the District's administration.
5. Approving the annual budget, tax levies, major expenditures, payment of obligations, annual audit, and other aspects of the District's financial operation; and making available a statement of financial affairs as provided in State law.
6. Entering contracts in accordance with applicable federal and State law, including using the public bidding procedure when required. PRESSPlus1
7. Providing, constructing, controlling, and maintaining adequate physical facilities; making school buildings available for use as civil defense shelters; and establishing a resource conservation policy.
8. Establishing an equal educational opportunities policy that prohibits unlawful discrimination.
9. Approving the curriculum, textbooks, and educational services.
10. Evaluating the educational program and approving School Improvement Plans. PRESSPlus2
11. Presenting the District report card and School report card(s) to parents/guardians and the community; these documents report District, School and student performance.
12. Establishing and supporting student behavior policies designed to maintain an environment conducive to learning, including deciding individual student suspension or expulsion cases brought before it.
13. Establishing attendance units within the District and assigning students to the schools.
14. Establishing the school year.
15. Requiring a moment of silence to recognize veterans during any type of school event held at a District school on November 11.

16. Providing student transportation services pursuant to State law.
17. Entering into joint agreements with other boards to establish cooperative educational programs or provide educational facilities.
18. Complying with requirements in the Abused and Neglected Child Reporting Act (ANCRA). Specifically, each individual Board member must, if an allegation is raised to the member during an open or closed Board meeting that a student is an abused child as defined in ANCRA, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with ANCRA's requirements concerning the reporting of child abuse.
19. Notifying the State Superintendent of Education promptly and in writing of the name of a licensed teacher who was convicted of a felony, along with the conviction and the name and location of the court where the conviction occurred.
20. Notifying the Teachers' Retirement System (TRS) of the State of Ill. Board of Trustees promptly and in writing when it learns that a teacher as defined in the Ill. Pension Code was convicted of a felony, along with the name and location of the court where the conviction occurred, and the case number assigned by that court to the conviction.
21. Communicating the schools' activities and operations to the community and representing the needs and desires of the community in educational matters.

Indemnification

To the extent allowed by law, the Board shall defend, indemnify, and hold harmless Board members, employees, volunteer personnel (pursuant to [105 ILCS 5/10-22.34](#), [10-22.34a](#) and [10-22.34b](#)), mentors of certified staff (pursuant to [105 ILCS 5/2-3.53a](#), [2-3.53b](#), and [105 ILCS 5/21A-5 et seq.](#)), and student teachers who, in the course of discharging their official duties imposed or authorized by law, are sued as parties in a legal proceeding. Nothing herein, however, shall be construed as obligating the Board to defend, indemnify, or hold harmless any person who engages in criminal activity, official misconduct, fraud, intentional or willful and wanton misconduct, or acts beyond the authority properly vested in the individual.

LEGAL REF.:

[105 ILCS 5/10](#), [5/17-1](#), [5/21B-85](#), and [5/27-1](#).

[115 ILCS 5/](#), Ill. Educational Labor Relations Act.

[325 ILCS 5/](#), Abused and Neglected Child Reporting Act.

CROSS REF.: 1:10 (School District Legal Status), 1:20 (District Organization, Operations, and Cooperative Agreements), 2:10 (School District Governance), 2:80 (Board Member Oath and Conduct), 2:140 (Communications To and From the Board), 2:210 (Organizational Board of Education Meeting), 2:240 (Board Policy Development), 4:60 (Purchases and Contracts), 4:70 (Resource Conservation), 4:100 (Insurance Management), 4:110 (Transportation), 4:150 (Facility Management and Building Programs), 4:165 (Awareness and Prevention of Sexual Abuse and Grooming Behaviors), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:30 (Hiring Process and Criteria), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:150 (Personnel Records), 5:210 (Resignations), 5:290 (Employment Termination and Suspensions), 6:10 (Educational

Philosophy and Objectives), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment), 7:190 (Student Behavior), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 8:10 (Connection with the Community), 8:30 (Visitors to and Conduct on School Property)

PRESSPlus Comments

[PRESSPlus 1](#). Updated in response to 105 ILCS 5/10-20.21, amended by P.A. 103-8, eff. 1-1-24, raising the bidding threshold to \$25,000-0035,000.00. See policy 4:60, *Purchases and Contracts*. **Issue 113, October 2023**

[PRESSPlus 2](#). Updated in response to 105 ILCS 5/2-3.25f, amended by P.A. 103-175, changing state interventions available for School Improvement ~~and District Improvement~~ Plans. For more specific information about school improvement plans, see PRESS sample policy 6:10, *Educational Philosophy and Objectives*, and f/n 6 in PRESS sample policy 6:15, *School Accountability*, available at PRESS Online by logging in at www.iasb.com. **Issue 113, October 2023**

Document Status: Draft Update

SECTION 2 -BOARD OF EDUCATION

2:200 Types of Board of Education Meetings

General

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

The Superintendent is designated on behalf of the Board and each Board committee to receive the training on compliance with the Open Meetings Act that is administered by the Illinois Attorney General's Public Access Counselor. The Superintendent may identify other employees to receive the training. Each Board member must complete a course of training on the Open Meetings Act as required by Section 1.05(b) or (c) of that Act.

Regular Meetings

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

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

Closed Meetings

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

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent

contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with [the Open Meetings Act]. [5 ILCS 120/2\(c\)\(1\)](#).

2. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. [5 ILCS 120/2\(c\)\(2\)](#).
3. The selection of a person to fill a public office, as defined in the Open Meetings Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance. [5 ILCS 120/2\(c\)\(3\)](#).
4. Evidence or testimony presented in open hearing, or in closed hearing where specifically authorized by law, to a quasi-adjudicative body, as defined in the Open Meetings Act, provided that the body prepares and makes available for public inspection a written decision setting forth its determinative reasoning. [5 ILCS 120/2\(c\)\(4\)](#).
5. Evidence or testimony presented to the Board regarding denial of admission to school events or property pursuant to 105 ILCS 5/24-24, provided that the Board prepares and makes available for public inspection a written decision setting forth its determinative reasoning. [5 ILCS 120/2\(c\)\(4.5\)](#). PRESSPlus1
6. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired. [5 ILCS 120/2\(c\)\(5\)](#).
7. The setting of a price for sale or lease of property owned by the public body. [5 ILCS 120/2\(c\)\(6\)](#).
8. The sale or purchase of securities, investments, or investment contracts. [5 ILCS 120/2\(c\)\(7\)](#).
9. Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property. [5 ILCS 120/2\(c\)\(8\)](#).
10. Student disciplinary cases. [5 ILCS 120/2\(c\)\(9\)](#).
11. The placement of individual students in special education programs and other matters relating to individual students. [5 ILCS 120/2\(c\)\(10\)](#).
12. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. [5 ILCS 120/2\(c\)\(11\)](#).

13. The establishment of reserves or settlement of claims as provided in the Local Governmental and Governmental Employees Tort Immunity Act, if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the public body or any intergovernmental risk management association or self insurance pool of which the public body is a member. [5 ILCS 120/2\(c\)\(12\)](#).
14. Self evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the public body is a member. [5 ILCS 120/2\(c\)\(16\)](#).
15. Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. [5 ILCS 120/2\(c\)\(21\)](#).

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

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

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

Reconvened or Rescheduled Meetings

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

Special Meetings

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

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

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

Emergency Meetings

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

Posting on the District Website

In addition to the other notices specified in this policy, the Superintendent or designee shall post the following on the District website: (1) the annual schedule of regular meetings, which shall remain posted until the Board approves a new schedule of regular meetings; (2) a public notice of all Board meetings; and notice.

LEGAL REF.:

[5 ILCS 120/](#), Open Meetings Act.

[5 ILCS 140/](#), Freedom of Information Act.

[105 ILCS 5/10-6](#) and [5/10-16](#).

CROSS REF.: 2:210 (Organizational Board of Education Meetings), 2:220 (Board of Education Meeting Procedure), 2:230 (Public Participation at Board of Education Meetings and Petitions to the Board), 6:235 (Access to Electronic Networks), [8:30 \(Visitors to and Conduct on School Property\)](#)

PRESSPlus Comments

[PRESSPlus 1](#). Updated in response to the Open Meetings Act (OMA), 5 ILCS 120/2(c)(4.5), added by P.A. 103-311. **Issue 113, October 2023**

Document Status: Draft Update

OPERATIONAL SERVICES

4:10 Fiscal and Business Management

The Superintendent or designee is responsible for the School District's fiscal and business management. This responsibility includes annually preparing and presenting the District's statement of affairs to the Board of Education and publishing it before December 1 as required by State law.

The Superintendent or designee shall ensure the efficient and cost-effective operation of the District's business management using computers, computer software, data management, communication systems, and electronic networks, including electronic mail, the Internet, and security systems. Each person using the District's electronic network shall complete an *Authorization for Access to the District's Electronic Network*.

Budget Planning

The District's fiscal year is from July 1 until June 30. The budget planning process shall include opportunities for the Board Finance Committee to review budget development supporting information and materials. The Director of Business Services shall present to the Board during a regular Board meeting in August, a tentative budget with appropriate explanations. The Superintendent or designee shall present to the Board, during a regular Board meeting in August, a tentative budget with appropriate explanation. This budget shall represent the culmination of an ongoing process of planning for the fiscal support needed for the District's educational program. The District's budget shall be entered upon the Ill. State Board of Education's (ISBE) *School District Budget Form*. To the extent possible, the tentative budget shall be balanced as defined by ISBE guidelines. The Superintendent or designee shall complete a tentative deficit reduction plan if one is required by ISBE guidelines.

Preliminary Adoption Procedures

After receiving the Superintendent or designee's proposed budget, the Board sets the date, place, and time for:

1. A public hearing on the proposed budget, and
2. The proposed budget to be available to the public for inspection.

The Board Secretary shall arrange to publish a notice in a local newspaper stating the date, place, and time of the proposed budget's availability for public inspection and the public hearing. The proposed budget shall be available for public inspection at least 30 days before the time of the budget hearing.

At the public hearing, the proposed budget shall be reviewed, including the cash reserve balance of all funds held by the District related to its operational levy and, if applicable, any obligations secured by those funds, and the public shall be invited to comment, question, or advise the Board.

Final Adoption Procedures

The Board adopts a budget before the end of the first quarter of each fiscal year, September 30, or by such alternative procedure as State law may define. To the extent possible, the budget shall be balanced as defined by ISBE; if not balanced, the Board will adopt a deficit reduction plan to balance the District's budget within three years according to ISBE requirements.

The Board adopts the budget by roll call vote. The budget resolution shall be incorporated into the meeting's official minutes. Board members' names voting *yea* and *nay* shall be recorded in the minutes.

The Superintendent or designee shall perform each of the following:

1. Post the District's final annual budget, itemized by receipts and expenditures, on the District's Internet website; notify parents/guardians that it is posted and provide the website's address.
2. File a certified copy of the budget resolution and an estimate of revenues by source anticipated to be received in the following fiscal year, certified by the District's Chief Fiscal Officer, with the County Clerk within 30 days of the budget's adoption.
3. Ensure disclosure to the public of the cash reserve balance of all funds held by the district related to its operational levy and, if applicable, any obligations secured by those funds, at the public hearing^{PRESSPlus1} at which the Board certifies its operational levy.
4. Present a written report that includes the annual average expenditures of the District's operational funds for the previous three fiscal years at or before the board meeting at which the Board adopts its levy. In the event the District's combined cash reserve balance of its operational funds is more than 2.5 times the annual average expenditures of those funds for the previous three fiscal years, the Board will adopt and file with ISBE a reserve reduction plan by December 31.^{PRESSPlus2}
5. Make all preparations necessary for the Board to timely file its Certificate of Tax Levy, including preparations to comply with the Truth in Taxation Act; file the Certificate of Tax Levy with the County Clerk on or before the last Tuesday in

December. The Certificate lists the amount of property tax money to be provided for the various funds in the budget.

6. Submit the annual budget, a deficit reduction plan if one is required by ISBE guidelines, and other financial information to ISBE according to its requirements.

Any amendments to the budget or Certificate of Tax Levy shall be made as provided in the School Code and Truth in Taxation Act.

Budget Amendments

The Board may amend the budget by the same procedure as provided for in the original adoption.

Implementation

The Superintendent or designee shall implement the District's budget and provide the Board with a monthly financial report that includes all deficit fund balances. The amount budgeted as the expenditure in each fund is the maximum amount that may be expended for that category, except when a transfer of funds is authorized by the Board.

The Board shall act on all interfund loans, interfund transfers, transfers within funds, and transfers from the working cash fund or abatements of it, if one exists.

LEGAL REF.:

[105 ILCS 5/10-17](#), [5/10-22.33](#), [5/17-1](#), [5/17-1.2](#), [5/17-1.3](#), [5/17-1.10](#), [5/17-2A](#), [5/17-3.2](#), [5/17-11](#), [5/20-5](#), [5/20-8](#), and [5/20-10](#).

[35 ILCS 200/18-55](#) *et seq.*, Truth in Taxation Law.

[23 Ill.Admin.Code Part 100](#).

CROSS REF.: 4:20 (Fund Balances), 4:40 (Incurring Debt), 4:60 (Purchases and Contracts), 6:235 (Access to Electronic Networks)

PRESSPlus Comments

[PRESSPlus 1](#). Required by 105 ILCS 5/17-1.3, added by P.A. 102-895. Consult the board attorney about the meaning of the public hearing for the levy and if the disclosure must always be made at the board meeting at which the board certifies the district's levy, or only in those instances where notice and a public hearing are required by the Truth in Taxation Law. 35 ILCS 200/18-70. Similar to the disclosure of cash reserves made at the budget hearing, a district may want to manage compliance for the levy hearing by incorporating the information into the presentation of the levy at the board meeting. **Issue 113, October 2023**

[PRESSPlus 2](#). 105 ILCS 5/17-1.10(a), added by P.A. 103-394, requiring a board to present "at a board meeting" a written report that includes the annual average expenditures of its operational funds, which include the educational, transportation, and operation and maintenance funds. The average expenditures are calculated based on the district's most recently audited annual financial report (AFR). For ease of administration, this sample policy language manages presentation of the report in conjunction with the meeting at which a board adopts its levy, or earlier, if a district's AFR is available. Consult the board attorney if a district's AFR is not available before December 31 (the date by which a reserve reduction plan must be filed, if applicable); the board may need to rely upon estimated numbers in that scenario. If a district's ratio of its combined cash reserves of its operational funds to its average annual expenditures of those funds over the past three fiscal years exceeds 2.5, then the board must adopt and file a plan with the Ill. State Board of Education to reduce its cash reserves to expenditures ratio to at or below 2.5 within three years.

Delete this paragraph if the district receives federal impact funding. Federal impact aid is designed to assist local school districts that have lost a portion of their local tax base because of federal ownership of property (e.g., military bases, low-rent housing properties, or concentrations of students that have parents/guardians in the uniformed services). For more information about federal impact aid, see www.oese.ed.gov/offices/office-of-formula-grants/impact-aid-program/ and www.nafisdc.org/impact-aid-resources/impact-aid-payments/. If the district receives federal impact funding, strike this list item in Edit Mode, and select "Adopted with Additional District Edits" as the Save Status.

Issue 113, October 2023

Document Status: Draft Update

OPERATIONAL SERVICES

4:60 Purchases and Contracts

The Superintendent shall manage the District's purchases and contracts in accordance with State law, the standards set forth in this policy, and other applicable Board of Education policies.

Standards for Purchasing and Contracting

All purchases and contracts shall be entered into in accordance with applicable federal and State law. The Board Attorney shall be consulted as needed regarding the legal requirements for purchases or contracts. All contracts shall be approved or authorized by the Board.

All purchases and contracts should support a recognized District function or purpose as well as provide for good quality products and services at the lowest cost, with consideration for service, reliability, and delivery promptness, and in compliance with State law. No purchase or contract shall be made or entered into as a result of favoritism, extravagance, fraud, or corruption.

Adoption of the annual budget authorizes the Superintendent or designee to purchase budgeted supplies, equipment, and services, provided that State law is followed. Purchases of items outside budget parameters require prior Board approval, except in an emergency.

When presenting a contract or purchase for Board approval, the Superintendent or designee shall ensure that it complies with applicable federal and State law, including but not limited to, those specified below:

1. Supplies, materials, or work involving an expenditure in excess of \$35,000^{PRESSPlus1} must comply with the State law bidding procedure, [105 ILCS 5/10-20.21](#), unless specifically exempted. Contracts for repair, maintenance, remodeling, renovation, or construction, or a single project involving an expenditure not to exceed \$50,000 and not involving a change or increase in the size, type or extent of an existing facility.
2. Construction, lease, or purchase of school buildings must comply with State law and Board policy 4:150, *Facility Management and Building Programs*.
3. Guaranteed energy savings must comply with [105 ILCS 5/19b-1](#) *et seq.*

4. Third party non-instructional services must comply with [105 ILCS 5/10-22.34c](#).
5. Goods and services that are intended to generate revenue and other remunerations for the District in excess of \$1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services, must comply with [105 ILCS 5/10-20.21](#)(b-5). The Superintendent or designee shall keep a record of: (1) each vendor, product, or service provided, (2) the actual net revenue and non-monetary remuneration from each contract or agreement, and (3) how the revenue was used and to whom the non-monetary remuneration was distributed. The Superintendent or designee shall report this information to the Board by completing the necessary forms that must be attached to the District's annual budget.
6. Any contract to purchase food with a bidder or offeror must comply with [105 ILCS 5/10-20.21](#)(b-10).
7. The purchase of paper and paper products must comply with [105 ILCS 5/10-20.19c](#) and Board policy 4:70, *Resource Conservation*.
8. Each contractor with the District is bound by each of the following:
 - a. In accordance with [105 ILCS 5/10-21.9](#)(f): (1) prohibit any of its employees who is or was found guilty of a criminal offense listed in [105 ILCS 5/10-21.9](#)(c) and [5/21B-80](#)(c) to have direct, daily contact at a District school or school-related activity with one or more student(s); (2) prohibit any of the contractor's employees from having direct, daily contact with one or more students if the employee was found guilty of any offense in [5/21B-80](#)(b) (certain drug offenses) until seven years following the end of the employee's sentence for the criminal offense; and (3) require each of its employees who will have direct, daily contact with student(s) to cooperate during the District's fingerprint-based criminal history records check on him or her.
 - b. In accordance with [105 ILCS 5/22-94](#): (1) prohibit any of its employees from having *direct contact with children or students* if the contractor has not performed a sexual misconduct related employment history review (EHR) of the employee or if the District objects to the employee's assignment based on the employee's involvement in an instance of sexual misconduct as provided in [105 ILCS 5/22-94](#)(j)(3), which the contractor is required to disclose; (2) discipline, up to and including termination or denial of employment, any employee who provides false information or willfully fails to disclose information required by the EHR; (3) maintain all records of EHRs and provide the District access to such records upon request; and (4) refrain from entering into any agreements prohibited by [105 ILCS 5/22-94](#)(g).
 - c. In accordance with [105 ILCS 5/24-5](#): (1) concerning each new employee of a contractor that provides services to students or in schools, provide the District with evidence of physical fitness to perform the duties assigned and freedom from communicable disease; and (2) require any new or existing employee who provides services to students or in schools to complete additional health examinations as required by the District and be subject to additional health examinations, including tuberculosis screening, as required by the Ill. Dept. of Public Health rules or order of a local health official.

9. Any pavement engineering project using a coal tar-based sealant product or high polycyclic aromatic hydrocarbon sealant product for pavement engineering-related use must comply with the Coal Tar Sealant Disclosure Act.
10. [Design-build contracts must comply with 105 ILCS 5/15A-1 et seq.](#) [PRESSPlus2](#)
11. [Any new contract for a district-administered assessment must comply with 105 ILCS 5/10-20.85.](#) [PRESSPlus3](#)
12. Purchases made with federal or State awards must comply with [2 C.F.R. Part 200](#) and [30 ILCS 708/](#), as applicable, and any terms of the award.

The Superintendent or designee shall: (1) execute the reporting and website posting mandates in State law concerning District contracts, and (2) monitor the discharge of contracts, contractors' performances, and the quality and value of services or products being provided.

LEGAL REF.:

[2 C.F.R. Part 200.](#)

105 ILCS 5/10-20.19c, 5/10-20.21, [5/10-20.85](#), 5/10-21.9, 5/10-22.34c, [5/15A-1 et seq.](#), 5/19b-1 [et seq.](#), 5/22-94, and 5/24-5.

[30 ILCS 708/](#), Grant Accountability and Transparency Act.

[410 ILCS 170/](#), Coal Tar Sealant Disclosure Act.

[820 ILCS 130/](#), Prevailing Wage Act.

CROSS REF.: 2:100 (Board Member Conflict of Interest), 4:70 (Resource Conservation), 4:150 (Facility Management and Building Programs), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:90 (Abused and Neglected Child Reporting)

PRESSPlus Comments

[PRESSPlus 1.](#) Updated in response to 105 ILCS 5/10-20.21, amended by P.A. 103-8, eff. 1-1-24. **Issue 113, October 2023**

[PRESSPlus 2.](#) Updated in response to 105 ILCS 5/15A-1 [et seq.](#), added by P.A. 103-491, eff. 1-1-24. Under a *design-build* delivery system for a construction project, a board contracts with a *design-build entity* that furnishes architecture, engineering, land surveying, public art or interpretive exhibits, and other construction services, as required for the project. It allows a single contractor to manage both the design and construction of a project, creating the potential for greater efficiency. Contrast this method with the traditional *design-bid-build* delivery method, in which a board contracts with multiple entities and utilizes a competitive bidding process for certain contractors, such as a

general contractor. 105 ILCS 5/15A-1 et seq., added by P.A. 103-491, eff. 1-1-24, does not impact a district's ability to use a qualification-based selection process under 50 ILCS 510/, Local Government Professional Services Act (LGPSA), to select design professionals or construction managers for design-build projects. 105 ILCS 5/15A-50. See sample policy 2:170, *Procurement of Architectural, Engineering, and Land Surveying Services*, available at PRESS Online by logging in at www.iasb.com. For design-build projects, consult with the board attorney as needed to ensure the district: (1) complies with the specific procedural requirements related to requests for proposals (RFPs) and evaluation of RFP submissions for these contracts, and (2) incorporates additional criteria for requests for proposals and evaluation of proposals based on local conditions and the specific project, as permitted by the statute. Note that under 105 ILCS 5/15A-20, added by P.A. 103-491, eff. 1-1-24, a board must employ or contract with an independent design professional or public art designer (as applicable) selected under the LGPSA to assist with developing the scope and criteria for performance for a request for proposal under a design-build delivery system. **Issue 113, October 2023**

[PRESSPlus 3](#). Updated in response to 105 ILCS 5/10-20.85, added by P.A. 103-393. See sample administrative procedure 4:60-AP1, *Purchases*, available at PRESS Online by logging in at www.iasb.com, for specific requirements. A *district-administered assessment* is one that requires all student test takers at any grade level to answer the same questions, or a selection of questions from a common bank of questions. It does *not* include the observational assessment tool used to satisfy the annual kindergarten assessment required by 105 ILCS 5/2-3.64a-10 or an assessment developed by district teachers or administrators that is used to measure student progress at an attendance center. **Issue 113, October 2023**

Document Status: Draft Update

OPERATIONAL SERVICES

4:160 Environmental Quality of Buildings and Grounds

The Superintendent shall take all reasonable measures to protect: (1) the safety of District personnel, students, and visitors on District premises from risks associated with hazardous materials and (2) the environmental quality of the District's buildings and grounds.

Pesticides

The application of any restricted use pesticides is prohibited^{PRESSPlus1} on or within 500 feet of school property during normal school hours. The Superintendent or designee shall maintain a registry of residents near the campus, employees, and parents/guardians of students requesting notification before the application of pesticide(s) and notify these people as required by the Structural Pest Control Act, [225 ILCS 235/](#), and the Lawn Care Products Application and Notice Act, [415 ILCS 65/](#).

Coal Tar Sealant

Before coal tar-based sealant products or high polycyclic aromatic hydrocarbon sealant products are used on District premises, the Superintendent or designee shall notify employees and parents/guardians of students in writing or by telephone as required by the Coal Tar Sealant Disclosure Act.

LEGAL REF.:

[105 ILCS 5/10-20.17a](#); [5/10-20.48](#).

[29 C.F.R. §1910.1030](#), Occupational Exposure to Bloodborne Pathogens, as adopted by the Illinois Department of Labor, [56 Ill.Admin.Code §350.700\(b\)](#).

[29 C.F.R. §1910.1200](#), Occupational Safety and Health Administration Hazard Communication Standards, as adopted by [820 ILCS 255/1.5](#), Toxic Substances Disclosure to Employees Act.

[20 ILCS 3130/](#), Green Buildings Act.

[105 ILCS 135/](#), Toxic Art Supplies in Schools Act.

[105 ILCS 140/](#), Green Cleaning School Act.

[225 ILCS 235/](#), Structural Pest Control Act.

[415 ILCS 60/14](#), Illinois Pesticide Act.

[415 ILCS 65/](#), Lawn Care Products Application and Notice Act.

[410 ILCS 170/](#), Coal Tar Sealant Disclosure Act.

[820 ILCS 255/](#), Toxic Substances Disclosure to Employees Act. (*inoperative*)

[23 Ill.Admin.Code §1.330](#).

CROSS REF.: 4:150 (Facility Management and Building Programs), 4:170 (Safety)

PRESSPlus Comments

[PRESSPlus 1](#). Updated for continuous improvement. **Issue 113, October 2023**

Document Status: Draft Update

OPERATIONAL SERVICES

4:130 Free Food Services

Notice

The Superintendent or designee shall be responsible for implementing the District's free food services policy.

If State funding is available for the Healthy School Meals for All Program, the Board will annually determine if it will participate in the program. [PRESSPlus1](#)

Eligibility Criteria and Selection of Children

A student's eligibility for free food services shall be determined by the income eligibility guidelines, family-size income standards, set annually by the U.S. Dept. of Agriculture and distributed by the Ill. State Board of Education.

Notification

At the beginning of each school year, by letter, the District shall notify students and their parents/guardians of: (1) eligibility requirements for free food service; (2) the application process; (3) other information required by federal law. The Superintendent or designee shall provide the same information to informational media, the local unemployment office, and any major area employers contemplating layoffs. Parents/guardians enrolling a child in the District for the first time, any time during the school year, shall receive the eligibility information.

Nondiscrimination Assurance

The District shall avoid publicly identifying students receiving free meals and shall use methods for collecting meal payments that prevent identification of children receiving assistance.

Appeal

A family may appeal the District's decision to deny an application for free food services or to terminate such services as outlined by the U.S. Dept. of Agriculture in [7 C.F.R. §245.7](#), Determining Eligibility for Free and Reduced-Price Meals and Free Milk in

Schools. The Superintendent or designee shall establish a hearing procedure for adverse eligibility decisions and provide by mail a copy of them to the family. The District may also use these procedures to challenge a child's continued eligibility for free meals or milk.

During an appeal, students previously receiving food service benefits shall not have their benefits terminated. Students who were denied benefits shall not receive benefits during the appeal. The status of a student's appeal or eligibility for free or reduced-price food services shall not relieve the District of its obligation to provide him or her with a free meal or snack under the Hunger-Free Students' Bill of Rights Act if he or she requests one, regardless of his or her ability to pay.

The Superintendent or designee shall keep on file for a period of three years a record of any appeals made and the hearing record. The District shall also maintain accurate and complete records showing the data and method used to determine the number of eligible students served free food services. These records shall be maintained for three years.

LEGAL REF.:

U.S. Dept. of Agriculture, Food and Nutrition Service, National School Lunch Program, [7 C.F.R. Part 210](#).

U.S. Dept. of Agriculture, Food and Nutrition Service, Determining Eligibility for Free and Reduced-Price Meals and Free Milk in Schools, [7 C.F.R. Part 245](#).

[105 ILCS 123/](#), Hunger-Free Students' Bill of Rights Act

105 ILCS 125/, [School Breakfast](#) and [Lunch Program Act](#).

[105 ILCS 126/](#), [Childhood Hunger Relief Act](#).

[23 Ill.Admin.Code §305.10](#) *et seq.*

PRESSPlus Comments

[PRESSPlus 1](#). Optional. Updated in response to 105 ILCS 125/2.3, added by P.A. 103-532. Subject to appropriation, the Ill. State Board of Education (ISBE) is required to establish the Healthy School Meals for All Program. Participating boards must offer eligible meals, without charge, to all students enrolled in schools that participate in the National School Breakfast Program (NSBP) and National School Lunch Program (NSLP). To receive State reimbursement under the Healthy School Meals for All Program, a board must: (1) annually notify ISBE of its intent to participate in the program; (2) maximize its access to federal funds for NSBP and NSLP by participating in the CEP or another special assistance alternative, if eligible, and (3) operate the

NSBP and NSLP in a manner that in the opinion of ISBE, draws down the most possible federal funding for meals served in the NSBP and NSLP. If State funding is insufficient to cover reimbursement of all interested boards, ISBE is required to inform eligible schools of the impact of the inadequate funding so that boards can make an informed decision about food service administration in their districts. **Issue 113, October 2023**

Document Status: Draft Update

General Personnel

5:30 Hiring Process and Criteria

The District hires the most qualified personnel consistent with budget and staffing requirements and in compliance with Board of Education policy on equal employment opportunity and minority recruitment. The Superintendent or designee is responsible for recruiting personnel and making hiring recommendations to the Board. The Superintendent may select personnel on a short-term basis for a specific project or emergency condition before the Board's approval. No individual will be employed who has been convicted of a criminal offense listed in [105 ILCS 5/21B-80\(c\)](#).

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

Job Descriptions

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

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

Investigations

The Superintendent or designee shall ensure that a fingerprint-based criminal history records check and a check of the Statewide Sex Offender Database and Violent Offender Against Youth Database is performed on each applicant as required by State law. When the applicant is a successful superintendent candidate who has been offered employment by the Board, the Board President shall ensure that these checks are completed. The Superintendent or designee, or if the applicant is a successful superintendent candidate, then the Board President shall notify an applicant if the applicant is identified in either database. Pursuant to the School Code, the Board President or designee shall keep a conviction record confidential and share it only with the Superintendent, appropriate Intermediate Service Center Executive Director, State Superintendent, State Teacher Certification Board, any other person necessary to the hiring decision, the Ill. State Police and/or Statewide Sex Offender Database for purposes of clarifying the information, and/or the Teachers' Retirement System of the

State of Illinois when required by law. The Board reserves its right to authorize additional background inquiries beyond a fingerprint-based criminal history records check when it deems it appropriate to do so, in accordance with applicable laws.

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

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

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

1. The District uses an applicant's credit history or report from a consumer reporting agency only when a satisfactory credit history is an established bona fide occupational requirement of a particular position.
2. The District does not screen applicants based on their current or prior wages or salary histories, including benefits or other compensation, by requiring that the wage or salary history satisfy minimum or maximum criteria.
3. The District does not request or require a wage or salary history as a condition of being considered for employment, being interviewed, continuing to be considered for an offer of employment, an offer of employment, or an offer of compensation.
4. The District does not request or require an applicant to disclose wage or salary history as a condition of employment.
5. The District does not ask an applicant or applicant's current or previous employers about wage or salary history, including benefits or other compensation in violation of the Equal Pay Act of 2003.
6. The District does not ask an applicant or applicant's previous employers about claim(s) made or benefit(s) received under the Workers' Compensation Act.
7. The District does not request of an applicant or employee access in any manner to his or her personal online account, such as social networking websites, including a request for user names and passwords to any such accounts.
8. The District provides equal employment opportunities to all persons. See policy 5:10, *Equal Employment Opportunity and Minority Recruitment*.

Sexual Misconduct Related Employment History Review (EHR)

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

ensure that the EHR is initiated before a successful superintendent candidate is offered employment by the Board.

Physical Examinations

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

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

Orientation Program

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

LEGAL REF.:

[42 U.S.C. §12112](#), Americans with Disabilities Act; [29 C.F.R. Part 1630](#).

[15 U.S.C. §1681](#) *et seq.*, Fair Credit Reporting Act.

[8 U.S.C. §1324a](#) *et seq.*, Immigration Reform and Control Act.

[105 ILCS 5/10-16.7](#), [5/10-20.7](#), [5/10-21.4](#), [5/10-21.9](#), [5/10-22.34](#), [5/10-22.34b](#), [5/21B-10](#), [5/21B-80](#), [5/21B-85](#), [5/22-6.5](#), [5/22-94](#), and [5/24-5](#).

[20 ILCS 2630/3.3](#), Criminal Identification Act.

[820 ILCS 55/](#), Right to Privacy in the Workplace Act.

[820 ILCS 70/](#), Employee Credit Privacy Act.

[820 ILCS 112/](#), Equal Pay Act of 2003. [PRESSPlus1](#)

Duldulao v. St. Mary of Nazareth Hospital, 136 Ill. App. 3d 763 (1st Dist. 1985), *aff'd in part and remanded* 115 Ill.2d 482 (Ill. 1987).

Kaiser v. Dixon, 127 Ill. App. 3d 251 (2nd Dist. 1984).

Molitor v. Chicago Title & Trust Co., 325 Ill. App. 124 (1st Dist. 1945).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 3:50 (Administrative Personnel Other Than the Superintendent), 4:60 (Purchases and Contracts), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:40 (Communicable and Chronic Infectious Disease), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:280 (Duties and Qualifications)

PRESSPlus Comments

[PRESSPlus 1](#). The Equal Pay Act of 2003, 820 ILCS 112/10(b-25), added by P.A. 103-539, eff. 1-1-25, makes it unlawful for employers with 15 or more employees to fail to include the "pay scale and benefits" for a position in any specific job posting. "Pay scale and benefits" means the wage or salary, or the wage or salary range, and a general description of benefits and other compensation. To satisfy the posting requirement, an employer can include a hyperlink to a public webpage that includes the pay scale and benefit information. If an employer uses a third party to post its job postings, then the employer must provide the pay scale and benefits or a hyperlink containing the information to the third party. The Act also requires employers to inform current employees of promotion opportunities within 14 calendar days after the employer posts externally for the position. Employers are not prohibited from asking applicants about their wage or salary expectations for a position. **Issue 113, October 2023**

Document Status: Draft Update

Professional Personnel

5:190 Teacher Qualifications

A teacher, as the term is used in this policy, refers to a District employee who is required to be licensed under State law. The following qualifications apply:

1. Each teacher must:
 - a. Have a valid Illinois Professional Educator License issued by the State Superintendent of Education with the required endorsements as provided in the School Code.
 - b. Provide the District Office with a complete official transcript of credits earned in institutions of higher education.
 - c. On or before September 1 of each year, unless otherwise provided in an applicable collective bargaining agreement, provide the District Office with an official transcript of any credits earned since the date the last transcript was filed.
 - d. Notify the Superintendent of any change in the teacher's transcript.
2. All teachers working in a program supported with federal funds under Title I, Part A must meet applicable State certification and licensure requirements.

The Superintendent or designee shall:

1. Monitor compliance with State and federal law requirements that teachers be appropriately licensed;
2. Through incentives for voluntary transfers, professional development, recruiting programs, or other effective strategies, ensure that minority students and students from low-income families are not taught at higher rates than other students by unqualified, out-of-field, or inexperienced teachers; and
3. Ensure parents/guardians of students in schools receiving Title I funds are notified of their right to request their students' classroom teachers' professional qualifications.

LEGAL REF.:

[20 U.S.C. §6312\(e\)\(1\)\(A\)](#).

[105 ILCS 5/10-20.15](#), [PRESSPlus1 5/21B-15](#), [5/21B-20](#), [5/21B-25](#), and [5/24-23](#).

[23 Ill.Admin.Code §1.610 et seq.](#), [§1.705 et seq.](#), and [Part 25](#).

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

PRESSPlus Comments

[PRESSPlus 1](#). The Legal References are updated in response to the repeal of 105 ILCS 5/21-11.4. **Issue 113, October 2023**

Document Status: Draft Update

Professional Personnel

5:220 Substitute Teachers

The Superintendent may employ substitute teachers as necessary to replace teachers who are temporarily absent.

A substitute teacher must hold either a valid teaching or substitute license and may teach in the place of a licensed teacher who is under contract with the Board of Education. There is no limit on the number of days that a substitute teacher may teach in the District during the school year, except as follows:

1. A substitute teacher holding a substitute license may teach for any one licensed teacher under contract with the District only for a period not to exceed 90 paid school days in any one school term.
2. A teacher holding a Professional Educator License or Educator License with Stipulations may teach for any one licensed teacher under contract with the District only for a period not to exceed 120 paid school days.

The Ill. Teachers' Retirement System (TRS) limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 120 paid days or 600 paid hours in each school year through June 30, 2026, [PRESSPlus1](#) but not more than 100 paid days in the same classroom. Beginning July 1, 2026, a substitute teacher who is a TRS annuitant may substitute teach for a period not to exceed 100 paid days or 500 paid hours in any school year, unless the subject area is one where the Regional Superintendent has certified that a personnel shortage exists.

The Board establishes a daily rate of pay for substitute teachers. Substitute teachers receive only monetary compensation for time worked and no other benefits.

Short-Term Substitute Teachers

A short-term substitute teacher must hold a valid short-term substitute teaching license and have completed the District's short-term substitute teacher training program. Unless otherwise permitted by law, short-term substitutes may teach no more than five consecutive school days for each licensed teacher who is under contract with the Board.

Emergency Situations

A substitute teacher may teach when no licensed teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent shall notify the appropriate Regional Office of Education (ROE) within five business days after the employment of a substitute teacher in an emergency situation. The Board may continue to employ the same substitute teacher in a vacant position for 90 calendar days or until the end of the semester, whichever is greater, if, prior to the end of the then current 30-calendar-day period, the District makes a written request to the ROE for a 30-calendar-day extension and the extension is granted by the ROE. [PRESSPlus2](#)

LEGAL REF.:

[105 ILCS 5/10-20.68](#), [5/21B-20\(2\)](#), [5/21B-20\(3\)](#), and [5/21B-20\(4\)](#).

[40 ILCS 5/16-118](#), Ill. Pension Code.

[23 Ill.Admin.Code §1.790](#) (Substitute Teacher) and [§25.520](#) (Substitute Teaching License).

CROSS REF.: 5:30 (Hiring Process and Criteria)

PRESSPlus Comments

[PRESSPlus 1](#). Updated in response to Ill. Pension Code, 40 ILCS 5/16-118, amended by P.A.s 103-88 and 103-525, permitting TRS annuitants to substitute teach for 120 paid days or 600 paid hours in each school year through 6-30-26. **Issue 113, October 2023**

[PRESSPlus 2](#). Updated in response to 105 ILCS 5/21B-20(3), amended by P.A. 103-193, eff. 1-1-24. In order for a substitute teacher to remain in a vacant position for up to 90 days, or until the end of the semester, whichever is greater, the position must remain vacant and the district must continue to actively seek qualified candidates and provide documentation to the Regional Office of Education that it has provided training specific to the position, including training on meeting the needs of students with disabilities and English learners if applicable. **Issue 113, October 2023**

Document Status: Draft Update

Professional Personnel

5:250 Leaves of Absence

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

Sick and Bereavement Leave, Personal Leave, Child Care Leave

Please refer to the following current agreement:

A Negotiated Agreement between the Board of Education of Lyons Township High School District 204, Cook County and the Lyons Township High School Education Association.

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

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

Family Bereavement Leave

State law allows a maximum of 10 unpaid work days for eligible employees (Family and Medical Leave Act of 1993, [20 U.S.C. §2601 et seq.](#)) to take family bereavement leave.

The purpose, requirements, scheduling, and all other terms of the leave are governed by the Family Bereavement Leave Act. Eligible employees may use family bereavement leave, without any adverse employment action, for: (1) attendance by the bereaved staff member at the funeral or alternative to a funeral of a covered family member, which includes an employee's child, stepchild, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent (2) making arrangements necessitated by the death of the covered family member, (3) grieving the death of the covered family member, or (4) absence from work due to (i) miscarriage, (ii) an unsuccessful round of intrauterine insemination or of an assisted reproductive technology procedure, (iii) a failed adoption match or an adoption that is not finalized because it is contested by another party, (iv) a failed surrogacy agreement, (v) a diagnosis that negatively impacts pregnancy or fertility, or (vi) a still birth. An employee qualifying for leave under item (4) above will not be required to identify which category of event the leave pertains to in order to exercise their rights under the Family Bereavement Leave Act.

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

Child Extended Bereavement Leave [PRESSPlus1](#)

Unpaid leave from work is available to employees who experience the loss of a child by suicide or homicide. The Child Extended Bereavement Leave Act governs the duration, scheduling, continuity of benefits, and all other terms of the leave. Accordingly, if the District employs 250 or more employees on a full-time basis, ^{Q1} an employee is entitled to a total of 12 weeks of unpaid leave within one year after the employee notifies the District of the loss. An employee may elect to substitute other forms of leave to which the employee is entitled for the leave provided under the Child Extended Bereavement Leave Act.

Leaves for Service in the Military

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

General Assembly Leave

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

School Visitation Leave

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

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

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

An unpaid leave from work is available to any staff member who: (1) is a victim of domestic violence, sexual violence, gender violence, or any other crime of violence or (2) has a family or household member who is a victim of such violence whose interests are not adverse to the employee as it relates to the domestic violence, sexual violence, gender violence, or any other crime of violence. The unpaid leave allows the employee to seek medical help, legal assistance, counseling, safety planning, and other assistance, and to grieve and attend to matters necessitated by the death of a family or household member who is killed in a crime of violence, [PRESSPlus2](#) without suffering adverse employment action.

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

Leaves to Serve as an Officer, Trustee, or Representative of a Specific Organization [PRESSPlus3](#)

Upon request, the Board will grant: (1) an unpaid leave of absence to an elected officer of a State or national teacher organization that represents teachers in collective bargaining negotiations, (2) [up to](#) twenty days of paid leave of absence per year to a trustee of the Teachers' Retirement System in accordance with 105 ILCS 5/24-6.3, (3) a

paid leave of absence for the local association president of a State teacher association that is an exclusive bargaining agent in the District, or his or her designee, to attend meetings, workshops, or seminars as described in 105 ILCS 5/24-6.2, and (4) up to 10 days of paid leave per school term for teachers elected to represent a statewide teacher association in federal advocacy work in accordance with 105 ILCS 5/24-3.5.

Leave to Serve as an Election Judge

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

COVID-19 Paid Administrative Leave

When applicable, [PRESSPlus4](#) paid administrative leave related to COVID-19 will be granted to eligible employees in accordance with State law.

LEGAL REF.:

105 ILCS 5/10-20.83, 5/24-6, 5/24-6.1, 5/24-6.2, 5/24-6.3, 5/24-13, and 5/24-13.1.

[10 ILCS 5/13-2.5](#), Election Code.

[330 ILCS 61/](#), Service Member Employment and Reemployment Rights Act.

[820 ILCS 147/](#), School Visitation Rights Act.

820 ILCS 154/, [Family](#) Bereavement Leave Act.

[820 ILCS 156/](#), [Child Extended Bereavement Leave Act.](#)

[820 ILCS 180/](#), Victims' Economic Security and Safety Act.

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

Questions and Answers:

***Required Question 1. How many full-time employees does the district employ?

- The district employs more than 250 employees. (Default)
- The district employs between 50-249 employees. (IASB will substitute the following sentence: "Accordingly, if the District employs at least 50 but not more than 249

employees on a full-time basis, an employee is entitled to a total of six weeks of unpaid leave within one year after the employee notifies the District of the loss.")

- The district employs fewer than 50 employees. (IASB will delete the subhead regarding Child Extended Bereavement Leave and the Legal Reference to 820 ILCS 156/.)

PRESSPlus Comments

[PRESSPlus 1.](#) Updated in response to the Child Extended Bereavement Leave Act, 820 ILCS 156/, added by P.A. 103-466. **Issue 113, October 2023**

[PRESSPlus 2.](#) Updated in response to the Victims' Economic Security and Safety Act (VESSA), 820 ILCS 180/, amended by P.A. 103-314, eff. 1-1-24. Under 820 ILCS 180/20(a)(4), added by P.A. 103-314, eff. 1-1-24, an employee is not entitled to more than two work weeks (10 work days) if the leave is to attend a wake or funeral (or an alternative event), make end-of-life arrangements, or grieve due to the death of a family or household member killed in a crime of violence. In these circumstances, the leave must be completed within 60 days after the date on which the employee receives notice of the death. Employees may qualify for unpaid leave under both VESSA and the Family Bereavement Leave Act; leave taken under one act does not diminish the availability of leave under the other. **Issue 113, October 2023**

[PRESSPlus 3.](#) Updated in response to 105 ILCS 5/24-3.5, added by P.A. 103-308, eff. 1-1-24. The statewide teacher association is required to reimburse a district for substitute teaching costs incurred due to the teacher's absence. **Issue 113, October 2023**

[PRESSPlus 4.](#) Updated for continuous improvement. **Issue 113, October 2023**

Document Status: Draft Update

Professional Personnel

5:210 Resignations

Teachers may resign at any time with consent of the Board of. No teacher may resign during the school term in order to accept another teaching position without the consent of the Board. A teacher may resign outside of a school term if the teacher provides written notice to the secretary of the Board, at least 30 calendar days prior to the first student attendance day of the following school year. Teachers who resign with less than 30 days' notice prior to the first student attendance day of the following school term will be deemed to have resigned during the school term. [PRESSPlus1](#)

LEGAL REF.:

[105 ILCS 5/24-14.](#)

Park Forest Heights School Dist. v. State Teacher Certification Bd., 363 Ill.App.3d 433 (1st Dist. 2006).

PRESSPlus Comments

[PRESSPlus 1.](#) 105 ILCS 5/24-14, amended by P.A.s 102-552 and 103-549, refers to a school term as commencing on the first day of student attendance. A teacher who resigns during the school term, without the board's permission, or who resigns in order to accept another teaching assignment may be referred by the board to the State Superintendent of Education, who shall convene an informal evidentiary hearing within 90 days after receipt of a district's referral. The referral to the State Superintendent must be submitted within 10 business days after the board denies acceptance of the resignation and contain: (1) a dated copy of the teacher's resignation letter; (2) a copy of the reporting district's current school year calendar; (3) proof of employment for the school year at issue; (4) documentation showing that the board did not accept the teacher's resignation; and (5) evidence that the teacher left the district in order to accept another teaching assignment. The district must also notify the teacher of the referral within five business days after submitting it to the State Superintendent. **Issue 113, October 2023**

Document Status: Draft Update

Educational Support Personnel

5:330 Sick Days, Vacation, Holidays, and Leaves

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

Sick and Bereavement Leave, Holidays, Personal Leave, Leave of Absence, Association Leave

Vacation

Please refer to the handbook.

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

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

Other Leaves

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

1. Leave for Service in the Military.
2. Leave for Service in the General Assembly.
3. School Visitation Leave.
4. Leaves for Victims of Domestic Violence, Sexual Violence, Gender Violence, or Other Crime of Violence.
5. Family Bereavement Leave.
6. Child Extended Bereavement Leave. [PRESSPlus1](#)
7. Leave to serve as an election judge.
8. COVID-19 Paid Administrative Leave.

LEGAL REF.:

105 ILCS 5/10-20.7b, 5/10-20.835/24-2, 5/24-6, and 5/24-6.3.

[10 ILCS 5/13-2.5](#), Election Code.

[330 ILCS 61/](#), Service Member Employment and Reemployment Rights Act.

[820 ILCS 147](#), School Visitation Rights Act.

820 ILCS 154/, [Family](#) Bereavement Leave Act.

[820 ILCS 156/](#), [Child Extended Bereavement Leave Act](#).

[820 ILCS 180/](#), Victims' Economic Security and Safety Act.

School Dist. 151 v. ISBE, 154 Ill.App.3d 375 (1st Dist. 1987); *Elder v. Sch. Dist. No.127 1/2*, 60 Ill.App.2d 56 (1st Dist. 1965).

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

PRESSPlus Comments

[PRESSPlus 1](#). Updated in response to the Child Extended Bereavement Leave Act, 820 ILCS 156/, added by P.A. 103-466. See the **Question** attached to the PRESS Plus Draft Update for policy 5:250, *Leaves of Absence*. If the district enters a response that fewer than 50 full-time employees are employed by the district, this item and the Legal Reference to 820 ILCS 156/ will be deleted by IASB. **Issue 113, October 2023**

Document Status: Draft Update

INSTRUCTION

6:15 School Accountability

According to the Illinois General Assembly, the primary purpose of schooling is the transmission of knowledge and culture through which students learn in areas necessary to their continuing development and entry into the world of work. To fulfill that purpose, the Ill. State Board of Education (ISBE) prepared *State Goals for Learning and Learning Standards*.

The Board of Education gives priority in the allocation of resources, including funds, time, personnel, and facilities, to fulfilling this purpose.

Quality Assurance

The Board continuously monitors student achievement and the quality of the District's work. The Superintendent shall supervise the following quality assurance components, in accordance with State law and ISBE rules, and continuously keep the Board informed:

1. Prepare each school's annual recognition application and quality assurance appraisal, whether internal or external, to assess each school's continuous school improvement.
2. If applicable, implement an Every Student Succeeds Act (ESSA) plan, including the completion of the ESSA Consolidated Application, and seek Board approval where necessary or advisable.
3. Continuously assess the District's and each school's overall performance in terms of both academic success and equity. This includes, without limitation, a thorough analysis of ISBE's balanced accountability measure and each school's *Multiple Measure Index* and corresponding *Annual Measurable Objective* provided by ISBE.
4. If applicable, develop [PRESSPlus1](#) School Improvement Plans, present them for Board approval, and supervise their implementation.
5. Prepare a school report card, present it at a regular Board meeting, and disseminate it as provided in State law.
6. In accordance with [105 ILCS 5/2-3.153](#), annually administer a climate survey on the instructional environment within the school to, at minimum, students in grades 9 through 12 and teachers.

LEGAL REF.:

[105 ILCS 5/2-3.25](#), [5/2-3.25a](#), [5/2-3.25b](#), [5/2-3.25c](#), [5/2-3.25d-5](#), [5/2-3.25e-5](#), [5/2-3.25f](#), [5/2-3.25f-5](#), [5/2-3.63](#), [5/2-3.64a-5](#), [5/2-3.153](#), [5/10-17a](#), [5/10-21.3a](#), and [5/27-1](#).

[23 Ill.Admin.Code Part 1](#), Subpart A: Recognition Requirements.

CROSS REF.: 6:170 (Title I Programs), 6:340 (Student Testing and Assessment Program), 7:10 (Equal Educational Opportunities)

PRESSPlus Comments

[PRESSPlus 1](#). Updated in response to 105 ILCS 5/2-3.25f(a), amended by P.A. 103-175, providing that the Ill. State Board of Education (ISBE) “shall provide technical assistance to schools in school improvement status to assist with the development and implementation of ~~School and District~~ Improvement Plans.” ISBE is required to provide districts with technical assistance and support by the Elementary and Secondary Education Act. 20 U.S.C. §6303. **Issue 113, October 2023**

Document Status: Draft Update

INSTRUCTION

6:30 Organization of Instruction

The School District has instructional levels for grades 9 through 12. The Superintendent shall annually present to the Board of Education a plan for organizing instructional levels and assigning them to school facilities in order to:

1. Support the District's educational program,
2. Maximize facility usage without undue overcrowding, and
3. Provide substantially comparable instructional programs across the District.

Students, for instructional purposes, may be placed in groups within a school that do not necessarily follow grade level designations. For purposes of attendance reporting and other records, however, each student is assigned a grade-level placement.

LEGAL REF.:

105 ILCS ~~5/10-20.19a~~, 5/10-20.37, and 5/10-22.18. [PRESSPlus1](#)

23 Ill.Admin.Code §1.420.

CROSS REF.: 6:40 (Curriculum Development), 6:170 (Title I Programs), 7:30 (Student Assignment), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students)

~~ADOPTED: January 21, 2014~~

PRESSPlus Comments

[PRESSPlus 1](#). The Legal References are updated in response to 105 ILCS 5/10-20.19a, repealed by P.A. 103-410. **Issue 113, October 2023**

Document Status: Draft Update

INSTRUCTION

6:50 School Wellness

Student wellness, including good nutrition and physical activity, shall be promoted in the District's educational program, school activities, and meal programs. This policy shall be interpreted consistently with Section 204 of the Child Nutrition and WIC Reauthorization Act of 2004 and the Healthy Hunger-Free Kids Act of 2010 (HHFKA). The Superintendent or designee will ensure each school building complies with this policy, the policy is available to the community on an annual basis, and that the community is informed about the progress of this policy's implementation.

Goals for Nutrition Education and Nutrition Promotion

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

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

Goals for Physical Activity

The goals for addressing physical activity include the following:

- Schools will support and promote an active lifestyle for students.
- Physical education will be taught in all grades and shall include a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. See policies 6:60, *Curriculum Content* and 7:260, *Exemption from Physical Education*.
- During the school day, all students will be required to engage in a daily physical education course, unless otherwise exempted. See policies 6:60, *Curriculum Content* and 7:260, *Exemption from Physical Education*.

- The curriculum will be consistent with and incorporate relevant *Illinois Learning Standards for Physical Development and Health* as established by the Ill. State Board of Education.

Goals for Other School-Based Activities^{PRESSPlus1}

The goals for school-based activities include the following:

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

Nutrition Guidelines for Foods Available During the School Day

Students will be offered and schools will promote nutritious food and beverage choices consistent with the current *Dietary Guidelines for Americans* published jointly by the U.S. Departments of Health and Human Services and Agriculture (USDA). In addition, in order to promote student health and reduce childhood obesity, the Superintendent or designee shall restrict the sale of *competitive foods*, as defined by the USDA, in the food service areas during meal periods and comply with all ISBE rules.

Exempted Fundraising Day (EFD) Requests

All food and beverages sold to students on the school campuses of participating schools during the school day must comply with the "general nutrition standards for competitive foods" specified in federal law, unless the Superintendent or designee in a participating school has granted an exempted fundraising day (EFD). To request an EFD and learn more about the District's related procedure(s), contact the Superintendent or designee. The District's procedures are subject to change. The number of EFDs is set by ISBE rule.

Guidelines for Reimbursable School Meals

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

Unused Food Sharing Plan

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

1. Develop and support a food sharing plan (Plan) for unused food that is focused on needy students.
2. Implement the Plan throughout the District.

3. Ensure the Plan complies with the Richard B. Russell National School Lunch Act, as well as accompanying guidance from the U.S. Department of Agriculture on the Food Donation Program.
4. Ensure that any leftover food items are properly donated to combat potential food insecurity in the District's community. *Properly* means in accordance with all federal regulations and State and local health and sanitation codes.

Monitoring

The Superintendent or designee shall annually provide implementation data and/or reports to the Board concerning this policy's implementation sufficient to allow the Board to monitor and adjust the policy. This report must include without limitation each of the following:

- An assessment of the District's implementation of the policy
- The extent to which schools in the District are in compliance with the policy
- The extent to which the policy compares to model local school wellness policies
- A description of the progress made in attaining the goals of the policy

Community Input

The Superintendent or designee will actively invite suggestions and comments concerning the development, implementation, and improvement of the school wellness policy from parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators, and community.

Recordkeeping

The Superintendent or designee shall retain records to document compliance with this policy.

LEGAL REF.:

[Pub. L. 108-265](#), Sec. 204, Child Nutrition and WIC Reauthorization Act of 2004.

42 U.S.C. §1751 et seq., [Richard B. Russell](#) National School Lunch Act.

42 U.S.C. §1758b, Pub. L. 111-296, Healthy, Hunger-Free Kids Act of 2010.

[42 U.S.C. §1771 et seq.](#), Child Nutrition Act of 1966.

[42 U.S.C. §1779](#), as implemented by [7 C.F.R. §§210.11](#) and [210.31](#).

[50 ILCS 205/](#), Local Records Act.

[105 ILCS 5/2-3.139](#) and [5/2-3.189](#).

[23 Ill.Admin.Code Part 305](#), Food Program.

ISBE's *School Wellness Policy* Goal, adopted Oct. 2007.

CROSS REF.: 4:120 (Food Services), 5:100 (Staff Development Program), 6:60 (Curriculum Content), 7:260 (Exemption from Physical Education)

PRESSPlus Comments

[PRESSPlus 1](#). Updated in response to a request from the Ill. State Board of Education (ISBE) Nutrition Dept. and to federal requirements in 7 C.F.R. §210.31 for local school wellness policies. This is a required topic, but the local board may determine what goals are appropriate. 42 USC §1758b(b)(1); 7 C.F.R. §210.31(c)(1). The third sample goal comes from ISBE's Local Wellness Policy Template for Schools, available at: www.isbe.net/Pages/Local-School-Nutrition-Wellness-Policy.aspx. **Issue 113, October 2023**

Document Status: Draft Update

INSTRUCTION

6:230 Library Media Program

The Superintendent or designee shall manage the District's library media program to comply with, (1) State law and Ill. State Board of Education (ISBE) rule, and (2) the following standards:

1. The program includes an organized collection of resources available to students and staff to supplement classroom instruction, foster reading for pleasure, enhance information literacy, and support research, as appropriate to students of all abilities in the grade levels served.
2. Financial resources for the program's resources and supplies are allocated to meet students' needs.
3. Students in all grades served have equitable access to library media resources.
4. The advice of an individual who is qualified according to ISBE rule is sought regarding the overall direction of the program, including the selection and organization of materials, provision of instruction in information and technology literacy, and structuring the work of library paraprofessionals.
5. The program adheres to the principles of the American Library Association's *Library Bill of Rights*, which indicate that materials should not be proscribed or removed because of partisan or doctrinal disapproval. [Q1 PRESSPlus1](#)
6. Staff members are invited to recommend additions to the collection.
7. Students may freely select resource center materials as well as receive guided selection of materials appropriate to specific, planned learning experiences.

Parents/guardians, employees, and community members who believe that library media program resources violate rights guaranteed by any law or Board policy may file a complaint using Board policy 2:260, *Uniform Grievance Procedure*.

The Superintendent or designee shall establish criteria consistent with this policy for the review of objections. Parents/guardians, employees, and community members with suggestions or complaints about library media program resources may complete a *Library Media Resource Objection Form*. The Superintendent or designee shall inform the parent/guardian, employee, or community member, as applicable, of the District's decision.

LEGAL REF.:

75 ILCS 10/8.7.

23 Ill.Admin.Code §1.420(o).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 6:60 (Curriculum Content), 6:170 (Title I Programs), 6:210 (Instructional Materials), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs)

Questions and Answers:

*****Required Question 1.** Updated in response to 75 ILCS 10/8.7, added by P.A. 103-100, eff. 1-1-24, requiring districts that wish to be eligible for State library grants (e.g., school library grants under 75 ILCS 10/8.4) to adopt the American Library Association's Library Bill of Rights (available at <https://www.ala.org/advocacy/intfreedom/librarybill>) or a written statement prohibiting the practice of banning books. In order to be eligible for a School Library Grant, a district must also be a member in good standing of a regional multitype library system (e.g., Illinois Heartland Library System or Reaching Across Illinois Library System) or have applied for membership and been approved for membership in such a system within specific timeframes. 23 Ill.Admin.Code §3035.120.

If the board prefers the alternative language permitted by 75 ILCS 10/8.7, added by P.A. 103-100, eff. 1-1-24, for Standard #5, it may substitute with the following: "The practice of banning books or other materials within the District's library media program is prohibited."

Which policy language has the board adopted?

- The program adheres to the principles of the American Library Association's Library Bill of Rights, which indicate that materials should not be proscribed or removed because of partisan or doctrinal disapproval. (Default)
- The practice of banning books or other materials within the District's library media program is prohibited. (IASB will make this substitution.)

PRESSPlus Comments

PRESSPlus 1. Updated in response to 75 ILCS 10/8.7, added by P.A. 103-100, eff. 1-1-24. **Issue 113, October 2023**

Document Status: Draft Update

STUDENTS

7:70 Attendance and Truancy

Compulsory School Attendance

This policy applies to individuals who have custody or control of a child: (a) between the ages of six (on or before September 1) and 17 years (unless the child has graduated from high school), or (b) who is enrolled in any of grades kindergarten through 12 in the public school regardless of age. Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, (5) any child absent because of religious reasons, including to observe a religious holiday, for religious instruction, or because his or her religion forbids secular activity on a particular day(s) or time of day, (6) any child 16 years of age or older who is employed and is enrolled in a graduation incentives program, (7) any child absent for the purpose of sounding "Taps" at a military honors funeral held in this State for a deceased veteran, and (8) any child absent because a parent or legal guardian has been called to active military duty, is on leave from military duty, or has immediately returned from deployment to a combat zone or combat-support posting.

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence. A valid cause for absence includes illness (including up to five days without a medical note during an academic year for mental or behavioral health of the student), observance of a religious holiday, death in the immediate family, attendance at a civic event, family emergency, other situations beyond the control of the student as determined by the Board, voting pursuant to policy 7:90, *Release During School Hours* ([10 ILCS 5/7-42](#) and [5/17-15](#)), other circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety, or other reason as approved by the Superintendent or designee. Students absent for a valid cause, including for reasons related to a student's pregnancy may make up missed homework and classwork assignments in a reasonable timeframe.

Absenteeism and Truancy Program

The Superintendent or designee shall manage an absenteeism and truancy program in accordance with the School Code and Board of Education policy. The program shall include but not be limited to:

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Superintendent or designee is authorized to determine when the student's absence is justified.
2. A protocol for excusing a student in grades 9 through 12 from attendance to sound *Taps* at a military honors funeral held in Illinois for a deceased veteran.
3. A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when his/her parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings. Such a student shall be granted five days of excused absences in any school year and, at the discretion of the school board, additional excused absences to visit the student's parent or legal guardian relative to such leave or deployment of the parent or legal guardian.
4. A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in [105 ILCS 5/26-2a](#).
5. A description of diagnostic procedures for identifying the cause(s) of a student's unexcused absenteeism, including interviews with the student, his or her parent(s)/guardian(s), and staff members or other people who may have information about the reasons for the student's attendance problem.
6. The identification of supportive services that may be offered to truant, chronically truant, or chronically absent students, including parent-teacher conferences, student and/or family counseling, or information about community agency services. See Board policy 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*.
7. A process for the collection and review of chronic absence data and to:
 - a. Determine what systems of support and resources are needed to engage chronically absent students and their families, and
 - b. Encourage the habit of daily attendance and promote success.
8. Reasonable efforts to provide ongoing professional development to teachers, administrators, Board members, school resource officers, and staff on the appropriate and available supportive services for the promotion of student attendance and engagement.
9. A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or the truant office of the appropriate Intermediate Service Center, if truancy continues after supportive services have been offered.
10. A protocol for cooperating with non-District agencies including County or municipal authorities, the Intermediate Service Center, truant officers, the Community Truancy Review Board, and a comprehensive community based youth service agency. Any disclosure of school student records must be consistent with Board policy 7:340, *Student Records*, as well as State and federal law concerning school student records.

11. An acknowledgement that no punitive action, including out-of-school suspensions, expulsions, or court action, shall be taken against a truant minor for his or her truancy unless available supportive services and other school resources have been provided to the student.
12. The criteria to determine whether a student's non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the Superintendent believes qualifies.
13. A process for a 17 year old resident to participate in the District's various programs and resources for truant. The student must provide documentation of his/her dropout status for the previous six months. A request from an individual 19 years of age or older to re-enroll after having dropped out of school is handled according to provisions in 7:50, *School Admissions and Student Transfers To and From Non-District Schools*.
14. A process for the temporary exclusion of a student 17 years of age or older for failing to meet minimum attendance standards according to provisions in State law. A parent/guardian has the right to appeal a decision to exclude a student.

Monitoring

Pursuant to State law and policy 2:240, *Board Policy Development*, the Board updates this policy at least once every two years. The Superintendent or designee shall assist the Board with its update.

LEGAL REF.:

105 ILCS 5/22-92 and 5/26-1 through 5/26-3, 5/26-5 through 5/26-16, and 5/26-18. [PRESSPlus1](#)

[705 ILCS 405/3-33.5](#), Juvenile Court Act of 1987.

[23 Ill.Admin.Code §§1.242](#) and [1.290](#).

CROSS REF.: 5:100 (Staff Development Program), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:150 (Home and Hospital Instruction), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:80 (Release Time for Religious Instruction/Observance), 7:90 (Release During School Hours), 7:190 (Student Discipline), 7:340 (Student Records)

PRESSPlus Comments

[PRESSPlus 1](#). The Legal References are updated. **Issue 113, October 2023**

Document Status: Draft Update

STUDENTS

7:160 Student Appearance

A student's appearance, including dress and hygiene, must not disrupt the educational process or compromise standards of health and safety. The District does not prohibit hairstyles historically associated with race, ethnicity, hair texture, or any other protected classes under Board policy 7:10, *Equal Educational Opportunities*, including, but not limited to, protective hairstyles such as braids, locks, and twists. The District also does not prohibit the right of a student to wear or accessorize the student's graduation attire with items associated with the student's cultural, ethnic, or religious identity or other characteristic or category protected under the Ill. Human Rights Act, 775 ILCS 5/1-103(Q). ^{PRESSPlus1} Students who disrupt the educational process or compromise standards of health and safety must modify their appearance. Procedures for guiding student appearance will be developed by the Superintendent or designee and included in the *Student Handbook(s)*.

LEGAL REF.:

[105 ILCS 5/2-3.25](#) and [5/10-22.25b](#).

[Tinker v. Des Moines Indep. Sch. Dist.](#), 393 U.S. 503 (1969).

CROSS REF.: 7:10 (Equal Educational Opportunities), 7:130 (Student Rights and Responsibilities), 7:190 (Student Behavior)

PRESSPlus Comments

[PRESSPlus 1](#). Updated in response to 105 ILCS 5/10-22.25b, amended by P.A. 103-463. 775 ILCS 5/1-103(Q), which is referenced in 105 ILCS 5/10-22.25b, prohibits unlawful discrimination based on a person's actual or perceived race, color, religion, national origin, ancestry, age, sex, marital status, order of protection status, disability, military status, sexual orientation, pregnancy, or unfavorable discharge from military service. **Issue 113, October 2023**

Document Status: Draft Update

STUDENTS

7:270 Administering Medicines to Students

Students should not take medication during school hours or during school-related activities unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child and otherwise follow the District's procedures on dispensing medication.

No School District employee shall administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed *School Medication Authorization Form (SMA Form)* is submitted by the student's parent/guardian. No student shall possess or consume any prescription or non-prescription medication on school grounds or at a school-related function other than as provided for in this policy and its implementing procedures.

Nothing in this policy shall prohibit any school employee from providing emergency assistance to students, including administering medication.

The Building Principal shall include this policy in the Student Handbook and shall provide a copy to the parents/guardians of students.

Self-Administration of Medication

A student may possess an epinephrine injector, e.g., EpiPen®, and/or medication prescribed for asthma for immediate use at the student's discretion, provided the student's parent/guardian has completed and signed a *School Medication Authorization Form*. The School District shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication or epinephrine injector or the storage of any medication by school personnel. A student's parent/guardian must indemnify and hold harmless the School District and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine injector and/or medication, or the storage of any medication by school personnel. [PRESSPlus1](#)

School District Supply of Undesignated Asthma Medication

The Superintendent or designee shall implement [105 ILCS 5/22-30\(f\)](#) and maintain a supply of undesignated asthma medication in the name of the District and provide or administer them as necessary according to State law. *Undesignated asthma medication* means an asthma medication prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated asthma medication to a person when they, in good faith, believe a person is having *respiratory distress*. Respiratory distress may be characterized as *mild-to-moderate* or *severe*. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law.

School District Supply of Undesignated Epinephrine Injectors

The Superintendent or designee shall implement [105 ILCS 5/22-30\(f\)](#) and maintain a supply of undesignated epinephrine injectors in the name of the District and provide or administer them as necessary according to State law. Undesignated epinephrine injector means an epinephrine injector prescribed in the name of the District or one of its schools. A school nurse or trained personnel, as defined in State law, may administer an undesignated epinephrine injector to a person when they, in good faith, believe a person is having an anaphylactic reaction. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law.

School District Supply of Undesignated Opioid Antagonists

The Superintendent or designee shall implement [105 ILCS 5/22-30\(f\)](#)^{PRESSPlus2} and maintain a supply of undesignated opioid antagonists and provide or administer them as necessary according to State law. *Opioid antagonist* means a drug that binds to opioid receptors and blocks or inhibits the effect of opioids acting on those receptors, including, but not limited to, naloxone hydrochloride or any other similarly acting drug approved by the U.S. Food and Drug Administration. *Undesignated opioid antagonist* is not defined by the School Code; for purposes of this policy it means an opioid antagonist prescribed in the name of the District or one of its schools or obtained by the District without a prescription. A school nurse or trained personnel, as defined in State law, may administer an undesignated opioid antagonist to a person when they, in good faith, believe a person is having an opioid overdose. Each building administrator and/or his or her corresponding school nurse shall maintain the names of trained personnel who have received a statement of certification pursuant to State law. See the website for the Ill. Dept. of Human Services for information about opioid prevention, abuse, public awareness, and a toll-free number to provide information and referral services for persons with questions concerning substance abuse treatment.

School District Supply of Undesignated Oxygen Tanks^{Q1}

In schools where the District maintains special educational facilities, the Superintendent or designee shall implement 105 ILCS 5/22-30(f) and maintain a supply of undesignated

oxygen tanks in the name of the District and provide or administer them as necessary. The supply shall be maintained in accordance with manufacturer instructions and local fire department rules.

Administration of Medical Cannabis

The Compassionate Use of Medical Cannabis Program Act allows a *medical cannabis infused product* to be administered to a registered qualifying student by one or more of the following individuals:

1. A parent/guardian of a student who is a minor who registers with the Ill. Dept. of Public Health (IDPH) as a *designated caregiver* to administer medical cannabis to their child. A designated caregiver may also be another individual other than the student's parent/guardian. Any designated caregiver must be at least 21 years old and is allowed to administer a *medical cannabis infused product* to a child who is a student on the premises of his or her school or on his or her school bus if:
 - a. Both the student and the designated caregiver possess valid registry identification cards issued by IDPH;
 - b. Copies of the registry identification cards are provided to the District;
 - c. That student's parent/guardian completed, signed, and submitted a *School Medication Authorization Form - Medical Cannabis*; and
 - d. After administering the product to the student, the designated caregiver removes it from school premises or the school bus.
2. A properly trained school nurse or administrator, who shall be allowed to administer the *medical cannabis infused product* to the student on the premises of the child's school, at a school-sponsored activity, or before/after normal school activities, including while the student is in before-school or after-school care on school-operated property or while being transported on a school bus provided the child's parent/guardian has provided the District with appropriate written authorization and copies of the student's and parent's registration cards. Medical cannabis infused products administered under this section of the policy must be stored with the school nurse at all times and may only be accessible by the school nurse or school administrator.
3. The student him or herself when the self-administration takes place under the direct supervision of a school nurse or administrator provided the child's parent/guardian has provided the District with appropriate written authorization and copies of the student's and parent's registration cards. Medical cannabis infused products administered under this section of the policy must be stored with the school nurse at all times and may only be accessible by the school nurse or school administrator.

Medical cannabis infused product (product) includes oils, ointments, foods, and other products that contain usable cannabis but are not smoked or vaped. Smoking and/or vaping medical cannabis is prohibited.

The product may not be administered in a manner that, in the opinion of the District or school, would create a disruption to the educational environment or cause exposure of the product to other students. A school employee shall not be required to administer the product.

Discipline of a student for being administered a product by a designated caregiver, or by a school nurse or administrator, or who self-administers a product under the direct supervision of a school nurse or administrator pursuant to this policy is prohibited. The District may not deny a student attendance at a school solely because he or she requires administration of the product during school hours.

Void Policy

The **School District Supply of Undesignated Asthma Medication** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated asthma medication from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school asthma medication.

The **School District Supply of Undesignated Epinephrine Injectors** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated epinephrine injectors from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school epinephrine injectors.

The **School District Supply of Undesignated Opioid Antagonists** section of the policy is void whenever the Superintendent or designee is unable to obtain a supply of opioid antagonists due to a shortage, in which case the District shall make reasonable efforts to maintain a supply.

The **School District Supply of Undesignated Oxygen Tanks** section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for oxygen tanks from a qualifying prescriber, [PRESSPlus3](#) or (2) fill the District's prescription for undesignated oxygen tanks.

The **Administration of Medical Cannabis** section of the policy is void and the District reserves the right not to implement it if the District or school is in danger of losing federal funding.

Administration of Undesignated Medication

Upon any administration of an undesignated medication permitted by State law, the Superintendent or designee(s) will provide all notifications required by State law and administrative procedures.

Undesignated Medication Disclaimers

Upon implementation of this policy, the protections from liability and hold harmless provisions applicable under State law apply.

No one, including without limitation, parents/guardians of students, should rely on the District for the availability of undesignated medication. This policy does not guarantee the availability of undesignated medications. Students and their parents/guardians should consult their own physician regarding these medication(s).

LEGAL REF.:

[105 ILCS 5/10-20.14b](#), [5/10-22.21b](#), [5/22-30](#), and [5/22-33](#).

[105 ILCS 145/](#), Care of Students with Diabetes Act.

[410 ILCS 130/](#), Compassionate Use of Medical Cannabis Program Act.

[720 ILCS 550/](#), Cannabis Control Act.

[23 Ill.Admin.Code §1.540](#).

CROSS REF.: 7:285 (Anaphylaxis Prevention, Response, and Management Program)

Questions and Answers:

***[Required Question 1](#). 105 ILCS 5/22-30(f), amended by P.A. 103-196, eff. 1-1-24, permits a district maintaining special educational facilities to maintain a supply of undesignated oxygen tanks in a secure location that is accessible before, during, and after school where a person with developmental disabilities is most at risk, including, but not limited to classrooms and lunchrooms. *Special educational facility* is not specifically defined in 105 ILCS 5/14-4.01; consult the board attorney for advice regarding this term and if it is limited to separate buildings, self-contained classrooms, and/or programs attended solely by students with disabilities. For example, this option may not be available if a district utilizes a special education cooperative for all of its special education programming. There is a reference to *special education facilities* in 105 ILCS 5/14-12.01, which may provide some guidance; it addresses reimbursement for the construction and maintenance of “special education facilities designed and utilized to house instructional program, diagnostic services” and “other special education services for children with disabilities.” 105 ILCS 22-30(f), amended by P.A. 103-196, eff. 1-1-24,

does not specify who can administer undesignated oxygen, nor does it specify any training requirements for its use in schools. To minimize potential liability and ensure proper administration, a best practice is to restrict who can administer undesignated oxygen to school nurses and other school personnel who have received appropriate training on the emergency use and storage of oxygen. See sample administrative procedure 7:270-AP2, *Checklist for District Supply of Undesignated Medication(s)*, available at PRESS Online by logging in at www.iasb.com.

Consult the board attorney about the consequences of informing the community that the district will obtain a prescription for a supply of undesignated oxygen tanks and implement a plan for their use, and then not doing it, as doing so may be fraught with legal liabilities. Also fraught with legal liabilities is if the district provides them, but does not have them accessible before, during, and after school where a person with development disabilities is most at risk as required by 105 ILCS 5/22-30(f), amended by P.A. 103-196, eff. 1-1-24. See *In re Estate of Stewart*, 406 Ill.Dec. 345 (2nd Dist. 2016)(denying tort immunity to district, finding its response to a student's asthma attack was *willful* and *wanton* (which district disputed as a possible heart attack)); *In re Estate of Stewart*, 412 Ill.Dec. 914 (Ill. 2017)(school district's appeal denied).

Does the district maintain special educational facilities for children with disabilities under 105 ILCS 5/14-4.01?

○ No. (IASB will delete the subhead regarding School District Supply of Undesignated Oxygen Tanks.)

○ Yes. If yes, does the board want the district to maintain a supply of undesignated oxygen tanks in the name of the District and provide or administer them as necessary? Type "yes" or "no." If no, IASB will delete the subhead regarding School District Supply of Undesignated Oxygen Tanks.)

PRESSPlus Comments

[PRESSPlus 1](#). This subsection's content is unique to the district. Please consult the author and the **PRESS** sample, available by logging in at www.iasb.com, to determine whether changes are necessary. **Issue 113, October 2023**

[PRESSPlus 2](#). Required by 105 ILCS 5/22-30(f), amended by P.A. 103-348, eff. 1-1-24. In the case of a shortage of opioid antagonists, a district must make reasonable efforts to maintain a supply. At least one opioid antagonist, a naloxone nasal spray, has been approved by the U.S. Federal Food and Drug Administration for over-the-counter, nonprescription use. A district must obtain a prescription for a supply of opioid antagonists from a *health care professional* with prescriptive authority under the Substance Use Disorder Act, 20 ILCS 301/5-23, unless it is able to secure a supply without a prescription. *Health care professional* means a physician licensed to practice medicine in all its branches, a licensed physician assistant with prescriptive authority, a

licensed advanced practice registered nurse with prescriptive authority, or an advanced practice registered nurse who practices in a hospital or ambulatory surgical treatment center and possesses appropriate clinical privileges in accordance with the Nurse Practice Act, 20 ILCS 301/5-23(d)(4). **Issue 113, October 2023**

[PRESSPlus 3](#). 105 ILCS 22-30(f), amended by P.A. 103-196, eff. 1-1-24, provides that a physician, a physician assistant who has prescriptive authority under the Physician Assistant Practice Act of 1987 (225 ILCS 95/7.5), or an advanced practice registered nurse who has prescriptive authority under the Nurse Practice Act (225 ILCS 65-40) may prescribe undesignated oxygen tanks in the name of the district to be maintained for use when necessary. **Issue 113, October 2023**

Document Status: Draft Update

STUDENTS

7:285 Anaphylaxis Prevention, Response, and Management Program

School attendance may increase a student's risk of exposure to allergens that could trigger anaphylaxis. Students at risk for anaphylaxis benefit from a Board of Education policy that coordinates a planned response in the event of an anaphylactic emergency. Anaphylaxis is a severe systemic allergic reaction from exposure to allergens that is rapid in onset and can cause death. Common allergens include animal dander, fish, latex, milk, shellfish, tree nuts, eggs, insect venom, medications, peanuts, soy, and wheat. A severe allergic reaction usually occurs quickly; death has been reported to occur within minutes. An anaphylactic reaction can also occur up to one to two hours after exposure to the allergen.

While it is not possible for the District to completely eliminate the risks of an anaphylactic emergency when a student is at school, an Anaphylaxis Prevention, Response, and Management Program using a cooperative effort among students' families, staff members, students, health care providers, emergency medical services, and the community helps the District reduce these risks and provide accommodations and proper treatment for anaphylactic reactions.

The Superintendent or designee shall develop and implement an Anaphylaxis Prevention, Response, and Management Program for the prevention and treatment of anaphylaxis that:

1. Fully implements the Ill. State Board of Education (ISBE)'s model policy required by the School Code that: (a) relates to the care and response to a person having an anaphylaxis reaction, (b) addresses the use of epinephrine in a school setting, (c) provides a full food allergy and prevention of allergen exposure plan, and (d) aligns with [105 ILCS 5/22-30](#) and [23 Ill.Admin.Code §1.540](#).
2. Ensures staff members receive appropriate training, including: (a) an in-service training program for staff who work with students that is conducted by a person with expertise in anaphylactic reactions and management, and (b) training required by law for those staff members acting as *trained personnel*, as provided in [105 ILCS 5/22-30](#) and [23 Ill.Admin.Code §1.540](#).
3. Implements and maintains a supply of undesignated epinephrine in the name of the District, in accordance with policy 7:270, *Administering Medicines to Students*.

4. Follows and references the applicable best practices specific to the District's needs in the Centers for Disease Control and Prevention's *Voluntary Guidelines for Managing Food Allergies in Schools and Early Care and Education Programs* and the *National Association of School Nurses Allergies and Anaphylaxis Resources/Checklists*.
5. Provides annual notice to the parents/guardians of all students to make them aware of this policy.
6. Complies with State and federal law and is in alignment with Board policies.

Monitoring

Pursuant to State law and policy 2:240, *Board Policy Development*, the Board reviews and makes any necessary updates to this policy at least once every three years. The Superintendent or designee shall assist the Board with its review and any necessary updates.

LEGAL REF.:

105 ILCS 5/2-3.190, 5/10-22.39and 5/22-30.[PRESSPlus1](#)

[23 Ill.Admin.Code §1.540](#).

Anaphylaxis Response Policy for Illinois Schools, published by ISBE.

CROSS REF.: 4:110 (Transportation), 4:120 (Food Services), 4:170 (Safety), 5:100 (Staff Development Program), 6:120 (Education of Children with Disabilities), 6:240 (Field Trips), 7:180 (Prevention of and Response to Bullying, Intimidation and Harassment), 7:250 (Student Support Services), 7:270 (Administering Medicines to Students), 8:100 (Relations with Other Organizations and Agencies)

PRESSPlus Comments

[PRESSPlus 1](#). The Legal References are updated in response to 105 ILCS 5/10-22.39, amended by P.A. 103-542, eff. 1-1-24 and operative 7-1-24, streamlining training requirements for staff members who work with students. **Issue 113, October 2023**

Document Status: Draft Update

COMMUNITY RELATIONS

8:30 Visitors to and Conduct on School Property

The following definitions apply to this policy:

School property - District and school buildings, grounds, and parking areas; vehicles used for school purposes; and any location used for a Board of Education meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities.

- School buildings and grounds, all District buildings and grounds, vehicles used for school purposes, and any location used for a Board of Education meeting, school athletic event, or other school-sponsored event.

Visitor - Any person other than an enrolled student or District employee.

All visitors to school property are required to report to the main entrance of each campus and receive permission to remain on school property. All visitors must provide required identification, sign a visitors' log, show identification, and wear a visitor's badge. When leaving the school, visitors must return their badge. On those occasions when large groups of parents/guardians, friends, and/or community members are invited onto school property or when community members are attending Board meetings, visitors are not required to sign in but must follow school officials' instructions. Persons on school property without permission will be directed to leave and may be subject to criminal prosecution.

Except as provided in the next paragraph, any person wishing to confer with a staff member should contact that staff member to make an appointment. Conferences with teachers are held, to the extent possible, outside school hours or during the teacher's conference/preparation period.

Requests to access a school building, facility, and/or educational program, or to interview personnel or a student for purposes of assessing the student's special education needs, should be made at the appropriate building. Access shall be facilitated according to guidelines from the Superintendent or designee.

The School District expects mutual respect, civility, and orderly conduct among all people on school property or at a school event. No person on school property or at a

school event (including visitors, students, and employees) shall perform any of the following acts:

1. Strike, injure, threaten, harass, or intimidate a staff member, Board member, sports official or coach, or any other person.
2. Behave in an unsportsmanlike manner, or use vulgar or obscene language.
3. Unless specifically permitted by State law, possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device.
4. Damage or threaten to damage another's property.
5. Damage or deface school property.
6. Violate any Illinois law, or town or county ordinance.
7. Smoke or otherwise use tobacco products.
8. Distribute, consume, use, possess, or be impaired by or under the influence of an alcoholic beverage, cannabis, other lawful product, or illegal drug.
9. Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug consumption is detectible, regardless of when and/or where the use occurred.
10. Use or possess medical cannabis, unless he or she has complied with policy 7:270, *Administering Medicines to Students*, implementing *Ashley's Law*.
11. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner).
12. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the Board.
13. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized District employee's directive.
14. Engage in any risky behavior, including roller-blading, roller-skating, or skateboarding.
15. Violate other District policies or regulations, or a directive from an authorized security officer or District employee.
16. Engage in any conduct that interferes with, disrupts, or adversely affects the District or a School function.

Convicted Child Sex Offender

State law prohibits a child sex offender from being present on school property or loitering within 500 feet of school property when persons under the age of 18 are present, unless the offender is:

1. A parent/guardian of a student attending the school and has notified the Building Principal of his or her presence at the school for the purpose of: (i) attending a conference at the school with school personnel to discuss the progress of his or her child academically or socially, (ii) participating in child review conferences in which evaluation and placement decisions may be made with respect to his or her child regarding special education services, or (iii) attending conferences to

discuss other student issues concerning his or her child such as retention and promotion; or

2. Has permission to be present from the Board, Superintendent, or Superintendent's designee. If permission is granted, the Superintendent or Board President shall provide the details of the offender's upcoming visit to the Building Principal.

The following rules shall apply:

1. In all cases, the Superintendent, or designee who is a certified employee, shall supervise a child sex offender whenever the offender is on campus.
2. Each child sex offender must complete a School Visit Request for each visit to school property.
3. Prior approval by the Superintendent is required.

Exclusive Bargaining Representative Agent

Upon notifying the Building Principal's office, authorized agents of an exclusive bargaining representative will be provided reasonable access to employees in the bargaining unit they represent in accordance with State law. Such access shall be conducted in a manner that will not impede the normal operations of the District.

Enforcement

Any staff member may request identification from any person on school property; refusal to provide such information is a criminal act. The Building Principal or designee shall seek the immediate removal of any person who refuses to provide requested identification.

Any person who engages in conduct prohibited by this policy may be ejected from or denied admission to school property in accordance with State law.^{PRESSPlus1} The person also may be subject to being denied admission to school athletic or extracurricular events for up to one calendar year in accordance with the procedures below.

Procedures to Deny Future admission to Athletic or Extracurricular School Events

Before any person may be denied admission to athletic or extracurricular school events, the person has a right to a hearing before the Board. The Superintendent may refuse the person admission pending such hearing. The Superintendent or designee must provide the person with a hearing notice, delivered or sent by certified mail with return receipt requested, at least ten days before the Board hearing date. The hearing notice must contain:^{PRESSPlus2}

1. The date, time, and place of the Board hearing;
2. A description of the prohibited conduct;
3. The proposed time period that admission to school events will be denied; and

4. Instruction on how to waive a hearing. [PRESSPlus3](#)

LEGAL REF.:

Nuding v. Cerro Gordo Community Unit School Dist., 313 Ill. App.3d 344 (4th Dist. 2000).

20 U.S.C. §7971~~84~~ et seq., Pro-Children Act of 2001.

105 ILCS 5/10-20.5, 10-20.5b, 5/10-22.10, 5/22-33, 5/24-25, and 5/27-23.7(a).

[115 ILCS 5/3](#)(c), Ill. Educational Labor Relations Act.

[10 ILCS 130/](#), Compassionate Use of Medical Cannabis Program Act.

410 ILCS 705/, Cannabis Tax and Regulation Act.

430 ILCS 66/, Firearm Concealed Carry Act.

720 ILCS 5/11-9.3, 5/21-1, 5/21-1.2, 5/21-3, 5/21-5, 5/21-5.5, 5/21-9, and 5/21-11.

CROSS REF.: 2:200 (Types of Board of Education Meetings), 2:230 (Public Participation at Board of Education Meetings and Petitions to the Board), 4:170 (Safety), 5:50 (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition), 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:190 (Student Behavior), 7:270 (Administering Medicines to Students), 8:20 (Community Use of School Facilities)

PRESSPlus Comments

[PRESSPlus 1](#). Updated in response to PRESS Advisory Board member feedback requesting clarification on the authority of boards to enforce conduct rules under 105 ILCS 5/10-20.5 and under various criminal trespass statutes. Applicable criminal trespass laws include: 720 ILCS 5/21-1 (criminal damage to property); 5/21-1.2 (institutional vandalism); 5/21-3 (criminal trespass to real property); 5/21-5 (criminal trespass to State supported land); 5/21-5.5 (criminal trespass to a safe school zone); 5/21-9 (criminal trespass to a place of public amusement); 5/21-11 (distributing or delivering written or printed solicitation on school property). **Issue 113, October 2023**

[PRESSPlus 2](#). 105 ILCS 5/24-24. If a violator is a student, the hearing should be held in a closed meeting. 5 ILCS 120/2(c)(9). Otherwise, a hearing regarding denial of admission to school events or property pursuant to 105 ILCS 5/24-24 may take place in an open meeting or in a closed meeting so long as the board prepares and makes available for public inspection a written decision setting forth its determinative reasoning. 5 ILCS 120/2(c)(4.5), added by P.A. 103-311. Note: while 5 ILCS

120/2(c)(4.5), added by P.A. 103-311, refers to school events or property, 105 ILCS 5/24-24 only authorizes boards to deny admission to athletic and extracurricular events. The term events is arguably broader than property as school events may take place offsite; consult the board attorney for guidance.

Some boards prefer an open meeting hearing to make it publicly known what alleged conduct could result in someone being denied admission to athletic or extracurricular events, while others prefer a closed meeting hearing so as not to provide a public platform to someone alleged to have engaged in prohibited conduct. Consult the board attorney to determine the best approach for the district and to ensure alignment with local practices and conditions.

This text aligns with 105 ILCS 5/24-24 and only requires a hearing for denying admission to school events. The court in *Nuding* (see f/n 20, above) did not specifically answer whether a board meeting qualified as a school event under 105 ILCS 5/24-24, but it upheld the board's right to enforce conduct rules at its meetings under 105 ILCS 5/10-20.5.

Consult the board attorney if the district would like to deny an individual admission to board meetings. This issue involves a balancing of a board's interest in the orderly transaction of its public business and the efficiency of its meetings against an individual's: (a) statutory rights to attend meetings and/or comment to and ask questions of the board (105 ILCS 5/10-16 and 5 ILCS 120/2.06(g)), and (b) constitutional freedoms and rights of speech, the press, assembly, and to petition the government (U.S. Constitution, First Amendment and Ill. Constitution, Art. I, §§ 1, 2, 4, and 5). **Issue 113, October 2023**

[PRESSPlus 3](#). The hearing requirement is for the violator's benefit and, consequently, the violator should be able to waive it. **Issue 113, October 2023**

LYONS TOWNSHIP HIGH SCHOOL

DISTRICT 204 OFFICES 100 S. Brainard Ave., LaGrange, IL 60525-2101
· Tel: (708) 579-6462 · Fax: (708) 579-6454 · Email: bstachacz@lths.net · Website: www.lths.net



Brian Stachacz
Director of Business Services

Memorandum

To: Dr. Brian Waterman, Board of Education
From: Brian Stachacz, Ed Tennant
Date: 2/13/2024
Re: Strategic Plan Goal Five Update

Information: During the February 20th Regular Action Meeting, the leadership team will share an update regarding Goal Five of the Strategic Plan. The update will include a brief overview of Goal Five, including the tasks identified for completion in during the 2023-2024 school, a progress update on each of the two strategies and tasks for future consideration.

The primary topics covered during the presentation will include:

- 2022-2023 Goal Five Metrics
- District Financial Status
- Technology upgrades
- Phase 1 and Phase 2 Facilities Renovations

Within this packet of materials, you will find a slide deck that will be utilized during Tuesday evening's presentation. Please note that all of the information for each of the five Strategic Plan Goals is also posted on the LTHS website with a separate section of the website dedicated to facilities renovations titled *Groundwork for a Brighter Future*.

Recommendation: For Information

LYONS TOWNSHIP HIGH SCHOOL



Strategic Plan Goal Five Update February 20, 2024



#WeAreLT

Strategic Plan Goal 5 Update

Lyons Township High School District 204 has a long history of maintaining excellent financial health consistently designated with the highest rating possible from ISBE. The challenge is to address the areas of our facilities and technology infrastructure that need renovations, yet maintain the strong financial health of the district.

We are very proud of our existing facilities and technology infrastructure and have made many improvements in prior years, however, we are keenly aware that more improvements are needed. To achieve our goal, will continue use of our long-range Facilities and Technology Plans and will also look to update those tools with input from all stakeholders.

It is our mission to provide the students of LTHS with excellent educational opportunities that are supported through the facilities and technology.



Goal 5: Resource Effectiveness & Efficiencies

ALLOCATE NECESSARY RESOURCES TO MAXIMIZE EDUCATIONAL SUCCESS FOR ALL STUDENTS.

Strategy 12

Improve technology infrastructure and access for students, staff and families..

Strategy 13

Upgrade facilities to better meet 21st century interests and need of students and staff.



Summary of Goal 5 Action Planning Team

The Goal 5 Action Planning Team will meet three times in the 2023-24 school year. The team is charged with ensuring priorities and tasks reflect the evolving realities of the projects associated with each strategy.

- Meeting 1: 9/25/23 (Review / update of Strategies, Objectives and Tasks)
- Meeting 2: 1/31/24 (Review of Goal Metrics from 22-23 / Set Targets for Future)
- Meeting 3: May 2024 (Develop Draft Task List for 24-25)



GOAL 5: History/Rationale for Critical Improvement

Lyons Township High School District 204 has had a long history of maintaining excellent financial health. On a consistent basis, the Financial Profile Score from the State Board of Education is designated as "Recognition" which is the highest rating possible. The challenge before us in achieving this goal is to address the areas of our facilities and technology infrastructure that need renovations yet maintain the strong financial health of the district. We are very proud of our existing facilities and technology infrastructure and have made many improvements to both categories over the prior years. However, we are also aware that there are still more improvements that are needed. In order to achieve our goal, will continue to utilize our long-range Facilities Plans and Technology Plans as integral tools in this process and will also look to update those tools using input from all stakeholders. Through this process, it is our mission to provide the students of LTHS with excellent educational opportunities that are supported with both current facilities and technology.

Strategy	Why this Issue Became a Critical Strategy
Improve technology infrastructure and access for students, staff and families.	While the district currently offers many opportunities for students and staff to utilize and integrate technology for learning on a daily basis, it became apparent to us during the COVID-19 Pandemic that there were areas for improvement. Our technology infrastructure was adequate but not necessarily ready to handle the demands during online learning. We also recognized that future, ongoing improvements will be needed so that we are able to maintain current and future technology demands and practices. By focusing on this strategy, we will ensure that LTHS students, staff and families have the technology tools needed for 21st century learning.
Upgrade facilities to better meet 21st century interests and needs of students and staff.	The condition of the district facilities is important for many reasons and to many diverse groups. Students, staff, district clubs/athletics and outside community organizations are a strong representation of the groups that utilize the facilities on a daily basis. The goal of this strategy is to focus on all areas of our facilities and responsibly recommend facilities projects that support 21st century needs of all stakeholders. Through the use of a Facilities Study, we will annually review needed projects and look for funding sources to support the projects. Facilities renovations are costly and we want to proceed in a manner that does not jeopardize the long-term financial health of the district. The ultimate outcome, however, is to have updated/modern and relevant facilities throughout the district.

GOAL 5: RESOURCE EFFECTIVENESS & EFFICIENCIES

ALLOCATE NECESSARY RESOURCES TO MAXIMIZE EDUCATIONAL SUCCESS FOR ALL STUDENTS.

STRATEGY 12 *updated*

Improve technology infrastructure and access for students, staff and families.

- Utilize ISTE standards for students.
- Utilize ISTE standards for educators.
- Implement a modernized data infrastructure for integrations, data storage and data access (part of tech plan and ongoing development).
- Secure funding for annual/long-term priority technology upgrades.
- Fund projects responsibly to maintain district financial status.
- Use Data Analysis for descriptive, diagnostic and predictive analytics.
- Assess downtime of network.
- Assess cycle time for repairs.
- Assess cycle time for replacements.
- Implement tech training for staff, students and parents/guardians.

STRATEGY 13 *updated*

Upgrade facilities to better meet 21st century interests and needs of students and staff.

- Consider use of space to enhance learning.
- Establish, monitor, and report accomplishments for Annual facility plans.
- Address facility utilization.
- Use facility plans and data to prioritize annual/long-term projects.
- Secure funding for annual/long-term prioritized projects.
- Fund projects responsibly to maintain district financial status.
- Periodic surveys of stakeholders for updated facilities data and input.
- Address facility cleanliness and maintenance.
- Consider new educational equipment/furniture in classrooms to enhance teaching and learning.
- Consider conditions that impact the learning and teaching environments.
- Determine essential equipment for each classroom.
- Consider and address items identified in periodic safety audit reports.
- Ensure that facilities meet the needs of all students.

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Goal Metrics

Financial Profile, Expenditures Per Pupil, Facility Plan on Track/Capital Improvements on Track, % of Budget dedicated to facilities improvement, % of Ed Fund dedicated to technology, Tech Plan on Track, % of students and staff trained on current technology use

GOAL 5: RESOURCE EFFECTIVENESS & EFFICIENCIES

ALLOCATE NECESSARY RESOURCES TO MAXIMIZE EDUCATIONAL SUCCESS FOR ALL STUDENTS.

GOAL METRICS		DATA
FUND BALANCE TO REVENUE RATIO	The sum of district fund balance divided by the sum of district revenues for a given fiscal year.	2022-23: 57.4% Target: 55.00%
EXPENDITURE TO REVENUE RATIO	The sum of district expenditures divided by the sum of district revenues for a given fiscal year.	2022-23: 86.5% Target: 98%
OPERATING CAPACITY	Current estimate of the number of days a district could meet operating expenditures provided no additional revenues were received.	2022-23: 225.7 Target: 210
LONG-RANGE FACILITY PLAN ON TRACK	Completion percentage of long-range facility plan targets.	2022-23: 0% Fiscal Year 2024 - 10%
BUILDING EXPENDITURE PERCENTAGE (OPERATING FUNDS)	Percentage of annual operating expenditures dedicated to building renovations.	2022-23: 6.4% Target: 2.0%-3.5%
TECHNOLOGY EXPENDITURE PERCENTAGE (OF ED. FUND)	Percentage of annual education fund expenditures dedicated to technology.	2022-23: 1.65% Target: 1.5%-2.5%
LONG-RANGE TECHNOLOGY PLAN ON TARGET	Completion percentage of targets on long-range technology plan annually.	2022-23: 55% Fiscal Year 2024: 60%

Strategy Highlights for Goal 5 Strategy 12

- Ongoing commitment to 1:1 Chromebook Program
 - Device acquisitions / evolution of Chromebook products and inventory management
 - Continued refinement of processes and procedures to create/support high quality experiences for students
 - Use of student aides in Student HelpDesk operations initiated
- Cyclical replacements of staff computing devices (50% of staff laptops in FY24 - 50% in FY25)
- Transition of classroom PCs to Monitor-Dock units (substantively completed - working through unique locations)
- Supported tech-specific sessions for students participating in RISE Academy and on Day 1 of the school year for all students
- Completed migration of Naviance to SchooLinks
- Completed migration of Skyward Business IS (Finance & HR) to vendor-hosted
- Supported transition of using Google Meet for Parent-Teacher Conferences from Zoom



Strategy Highlights for Goal 5 Strategy 12

- Implementation of vendor-hosted VoIP (telephone system) underway
 - Softphone and mobile app-only users (teachers w/ no current or convenient access to phones)
 - New phones in classrooms / labs (safety & security improvements)
 - Conversion of existing office extensions (consistency and reliability)
 - Conversion of service/utility extensions (elevators, faxes, gas meters, etc.)
- Continuing progress on network infrastructure upgrades
- Implementation of the digital signage and classroom video interface system in progress
- Implementation of industry-leading ransomware and threat-detection protection and response solution
- Ongoing support of the Frontline/Aesop to RedRover Absence & Substitute Management Solution project
- Migration from SchoolDude/Brightly to MasterLibrary solutions for facilities reservations and maintenance requests underway



Highlights for Goal 5-Strategy 13

Financial Components 22-23

- Independent auditors issue clean audit opinion
- District earns “Financial Recognition” designation from the Illinois State Board of Education which is the highest designation for a school district financial profile score
- District earns a “AAA Stable” credit rating from S&P for both recent bond sales
- District’s budgets and actual financial operations continue to reflect responsible financial management



Highlights for Goal 5-Strategy 13

Phase 1 Projects Funding Sources

- Phase 1 Projects are expected to cost \$40-\$44 million
 - 2023 and 2024 bond sale proceeds (\$27.4 million including any accrued interest)
 - Available funds through annual district operational budget (\$7.5 million)
 - Fund balance reserves (\$6.0-\$10.0 million)
 - Currently there are no funding sources identified for any projects beyond the projects in Phase 1



Highlights for Goal 5-Strategy 13

Phase 1 Projects

- We expect *Groundwork for a Brighter Future* to include at least two phases.
- Phase 1 is expected to be a three-year renovation of approximately \$40-\$44 million in renovations to both campuses with the primary focus of 2024-2025 on South Campus.
- North Campus projects included in Phase 1 are expected to begin in the summer of 2025
- All Phase 1 projects are expected to be completed in 2026
- Phase 2 projects do not yet have a timeline but should have a timeline for completion after 2026



Highlights for Goal 5-Strategy 13

Phase 1 Projects expected to begin in 2024

- Addition of new cafeteria at South Campus
- Renovation of existing cafeteria into the new music wing at South Campus
- Renovation of South Campus washroom facilities
- Improvement of accessibility within South Campus facilities
- Pool and Fieldhouse light replacement at South Campus
- South Campus G-Wing and D-Wing roof replacements
- Addition of air conditioning in the South Campus E-Wing
- Interior and exterior door replacement at both campuses
- Addition of Bennett Field ticket booths



Highlights for Goal 5-Strategy 13

Phase 1 Projects expected to begin in 2025

- North Campus classroom modernization, air-handler replacement and addition of air-conditioning
- Renovation of some North Campus washroom facilities
- Improvement of accessibility within North Campus facilities
- Installation of a turf field at West Field Athletic Complex
- Interior and exterior door replacement



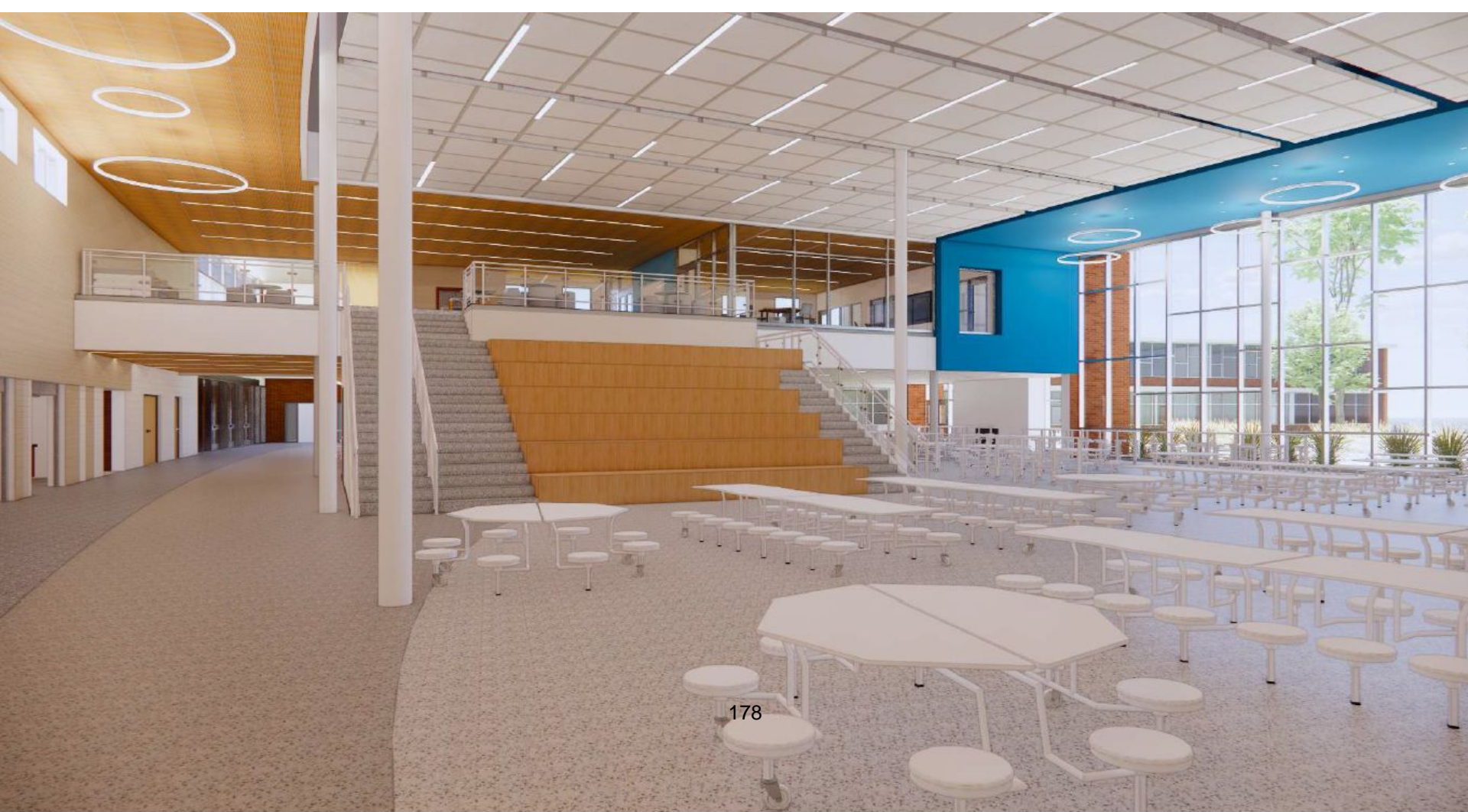
Highlights for Goal 5-Strategy 13

Additional Projects (Phase 2) from Facilities Study

- Remaining air-handler replacement and air conditioning at all district facilities
 - Many of these air-handlers are at the end of their useful life
- Remaining accessibility improvements
- Roof replacement projects
- Remaining Life Safety projects
- Renovation of remaining classroom spaces at all district facilities/improvement of collaborative spaces
- Additional elevator at North Campus and elevator upgrades at South Campus
- Bleacher replacement at various district facilities
- Remaining washroom/locker room renovations in the Vaughan Building
- Additional athletic Physical Welfare and Athletic facilities improvements
 - **These projects are currently expected to cost \$85-\$100 million but do not have known funding sources at this time** ¹⁷⁶











LYONS TOWNSHIP HIGH SCHOOL

DISTRICT 204 OFFICES 100 S. Brainard Ave., LaGrange, IL 60525-2101
· Tel: (708) 579-6462 · Fax: (708) 579-6454 · Email: bstachacz@lths.net · Website: www.lths.net



Brian Stachacz
Director of Business Services

Memorandum

To: Dr. Brian Waterman, Board of Education
From: Brian Stachacz
Date: 2/13/2024
Re: Summary of Competitive Bond Sales

Information: At tonight's meeting, we wanted to provide the Board with an update on both of our two recent bond sales. As you may recall, we decided to sell the bonds with two sales so that we can issue smaller amounts (less than \$15.0 million) to avoid arbitrage issues with our interest earnings on the bond proceeds.

This first sale took place on October 17, 2023. The sale incorporated a competitive bidding process with bidders submitting bids containing their proposed interest rate. Our sale attracted six bidders with the lowest interest bid being submitted by Mesirow Financial, Inc. with a true interest cost of 3.875%, not including the cost of issuance. The second sale took place on December 19th and was also a competitive sale. There were five bidders with Janney Montgomery Scott submitting the lowest bid with a true interest cost of 2.77%, not including the cost of issuance.

Both sales produced total proceeds of \$27.0 million all of which will be used to fund the upcoming capital projects. The District is in possession of all of the funds at this time and all funds are currently invested. All interest earnings on the bond proceeds will be accounted for separately and will also be allocated to the cost of the capital projects.

We will discuss this process thoroughly during the meeting and Elizabeth Hennessy from Raymond James will be in attendance to present additional information and answer any questions that may arise. Should you have any questions prior to the meeting, please do not hesitate to contact me.

Recommendation: For Information.

Lyons Township HSD No. 204 Cook County, Illinois

Pricing Report for Series 2023 and 2024 Bonds

PREPARED BY: ELIZABETH HENNESSY, Managing Director

February 20th, 2024

PREPARED FOR

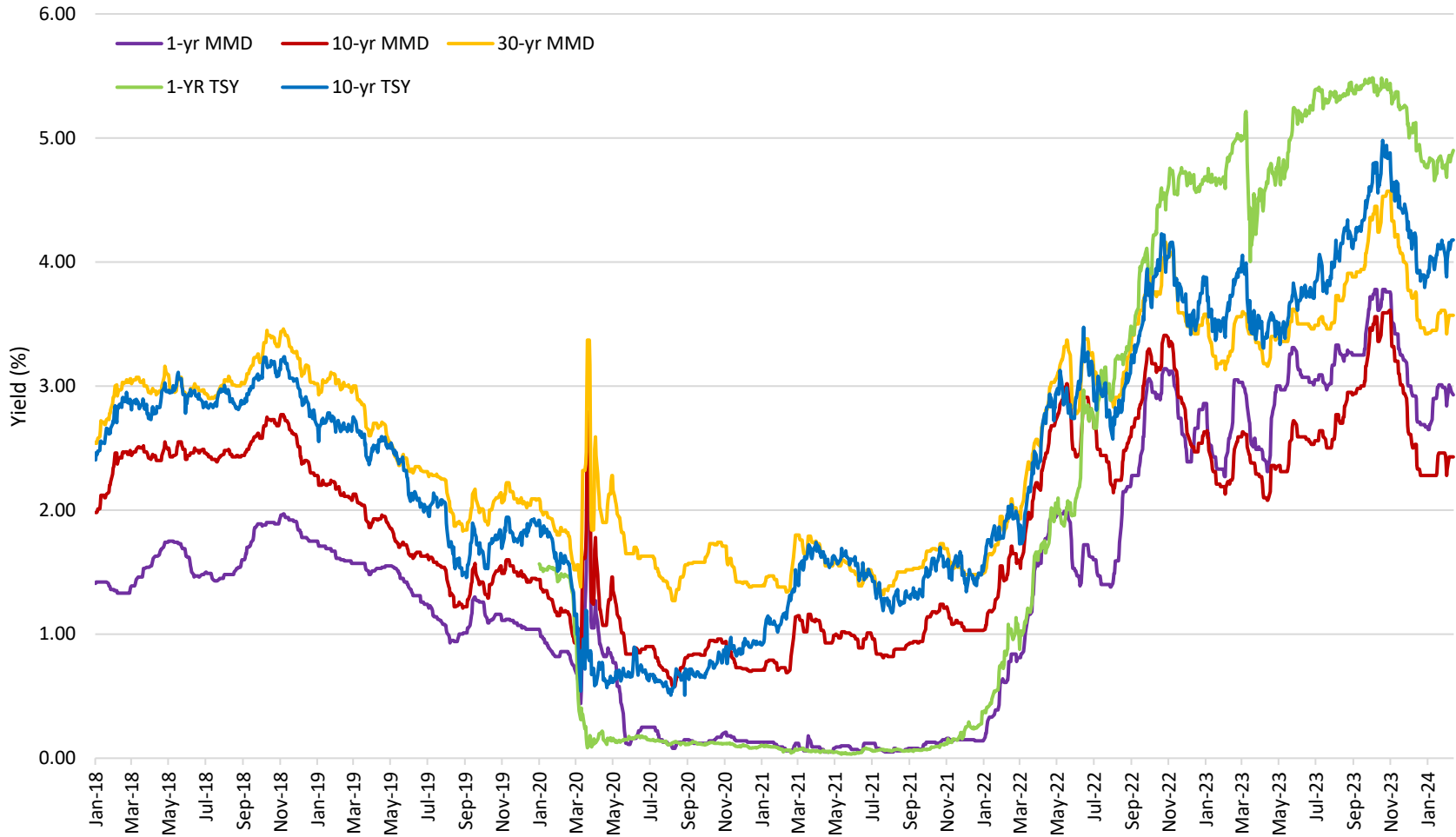
Board of Education

Dr. Brian Waterman, *Superintendent*

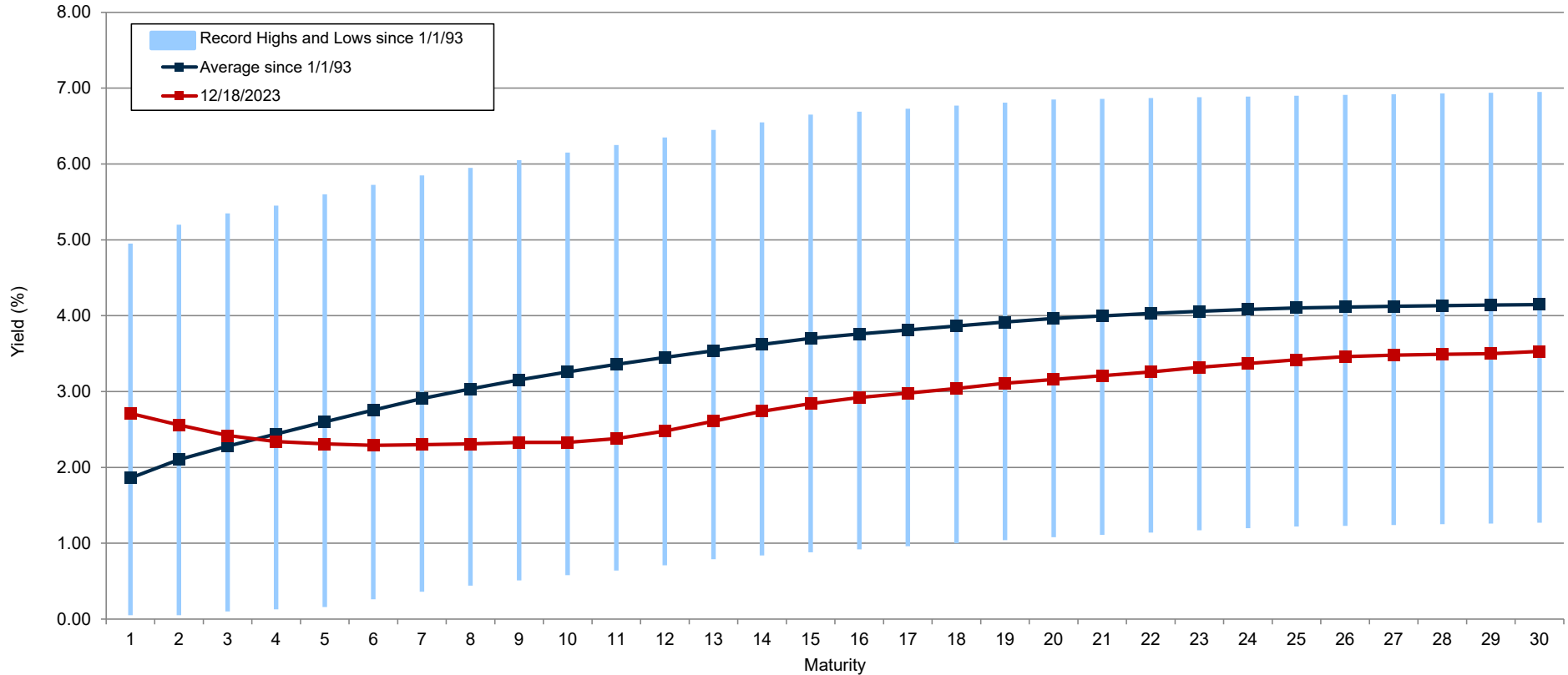
Brian Stachacz, *Director of Business Services/Treasurer*



AAA-MMD Index and Treasury Rates

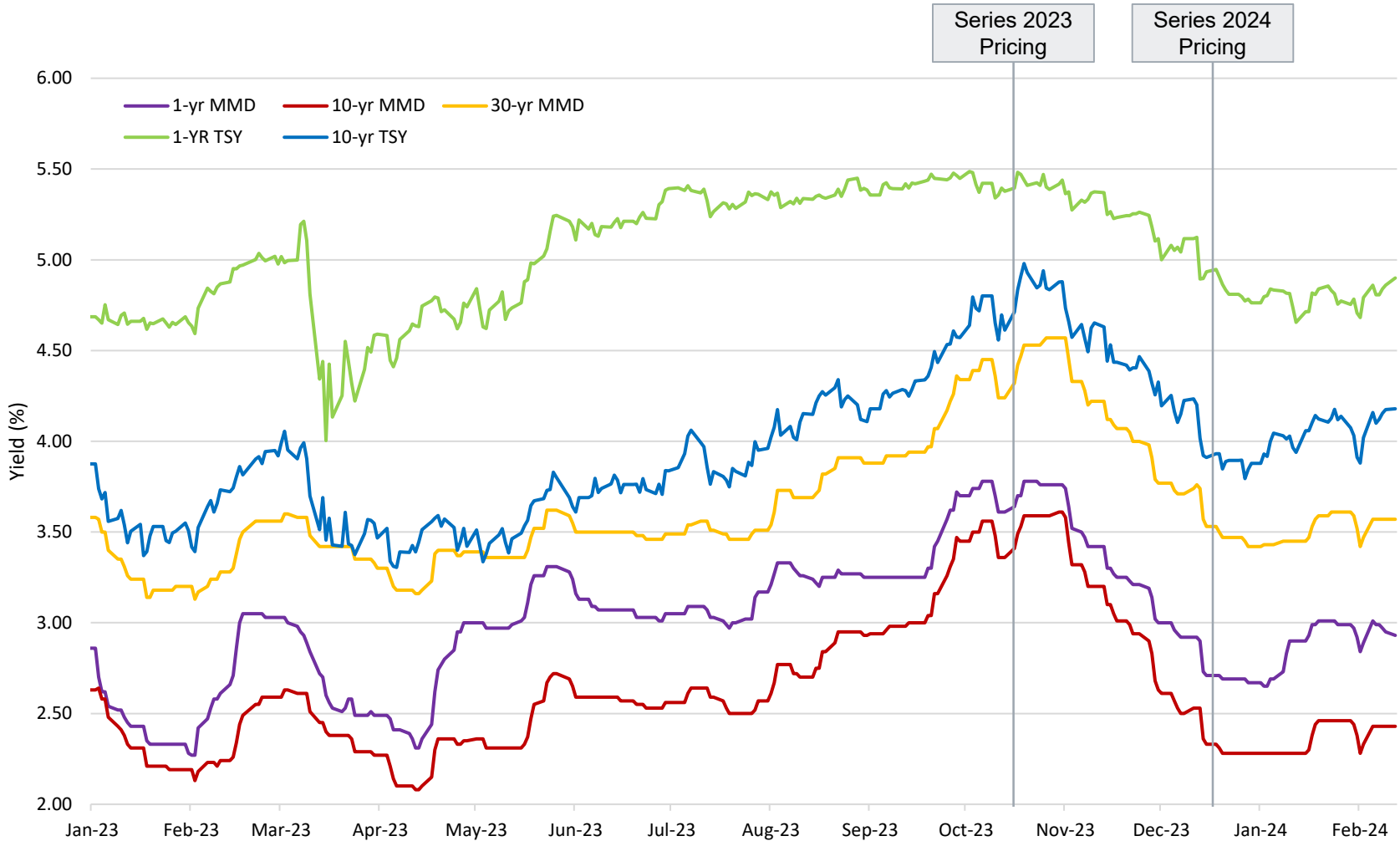


- The graph below shows the range between the record highs and lows of AAA MMD at each maturity since 1993, along with average rates over this time frame and the current rates.



	1	5	10	15	20	25	30
Record Low since 1/1/93	0.05	0.16	0.58	0.88	1.08	1.22	1.27
Record High since 1/1/93	4.95	5.60	6.15	6.65	6.85	6.90	6.95
Average since 1/1/93	1.87	2.61	3.26	3.70	3.96	4.10	4.15
Current (12/18/23)	2.71	2.31	2.33	2.84	3.16	3.42	3.53

AAA-MMD Index and Treasury Rates



- The District decided to issue the \$27M of bond proceeds in two pieces over the calendar year end, to meet the small issuer exception to arbitrage rebate.
- By issuing less than \$15M in a calendar year, the District was able to meet the small issuer exception which allows the District to earn interest on the bond proceeds in excess of the yield on the bonds.
- Standard and Poor's rating agency confirmed the District's "AAA" bond rating for each issue. Given the strong bond rating we pursued a competitive bond sale.
- 6 bidders participated in the Series 2023 issue and 5 bidders participated in the Series 2024 issue, demonstrating strong interest in the District's AAA-rated General Obligation Limited Tax School Bonds
- Mesirow Financial submitted the lowest True Interest Cost of **3.875%** (not including cost of issuance) on the Series 2023 Bonds
- Janney Montgomery Scott submitted the lowest True Interest Cost of **2.77%** (not including cost of issuance) on the Series 2024 Bonds
- The True Interest Cost includes the yield, coupons and underwriter's discount (not costs of issuance)

Note that these were preliminary numbers based on the bids. The issue was resized and final numbers are reflected on the next slides.

FINAL REPAYMENT STRUCTURE – SERIES 2023 AND SERIES 2024

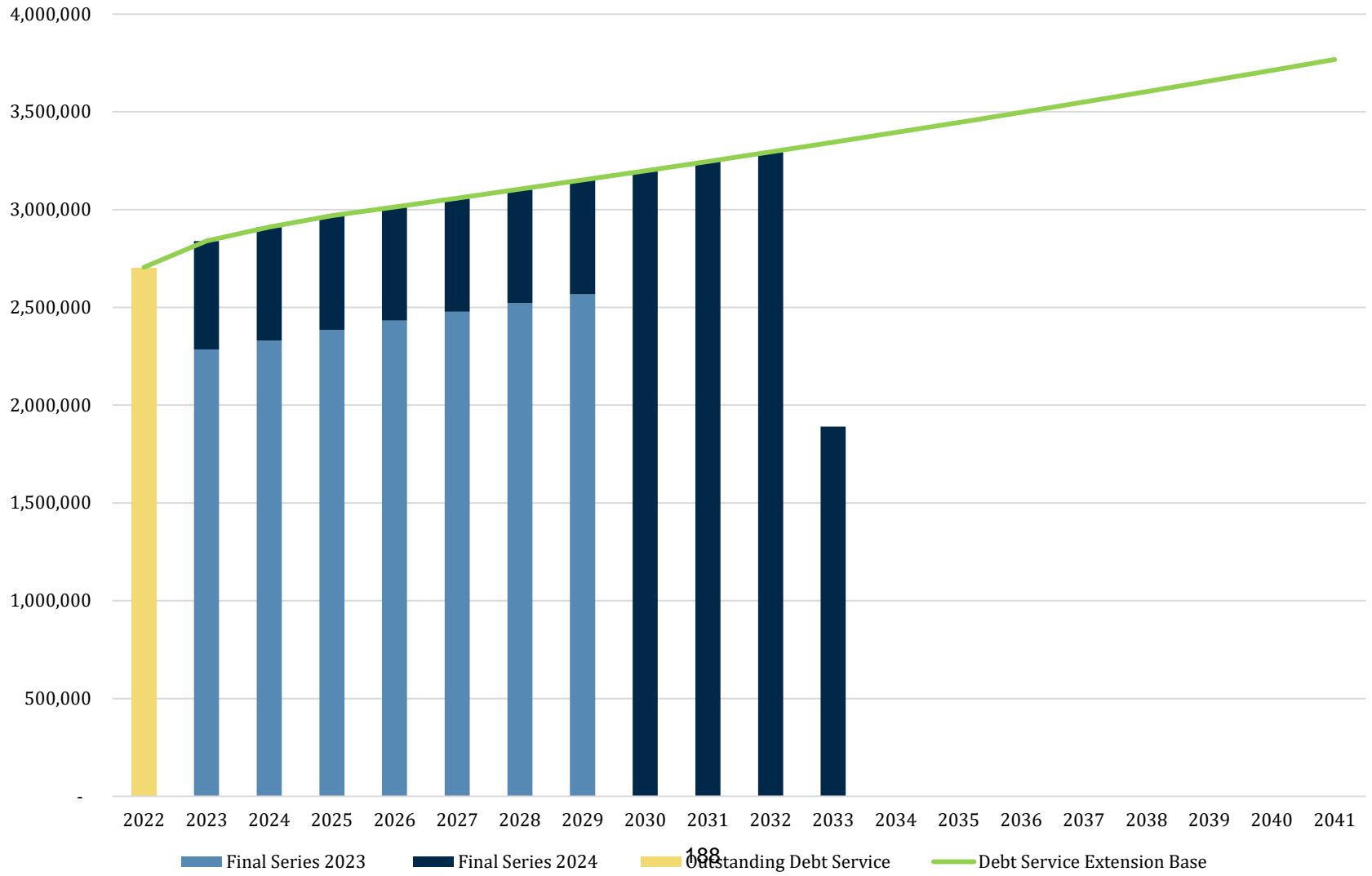
PUBLIC FINANCE

Tax Year	Equalized Assessed Valuation	% EAV Increase	Debt Service Extension Base	CPI % Increase in DSEB	Outstanding Debt Service	FINAL Series 2023 Debt Service	Final Series 2024 Debt Service	Proposed Total Debt Service	Remaining Debt Service Extension Base	Tax Rate for Debt Service
2021	3,514,376,604	-7.6%	2,575,605	1.4%	2,647,585	-	-	2,647,585	(71,980)	0.08
2022	3,514,376,604	0.0%	2,704,385	5.0%	2,701,348	-	-	2,701,348	3,037	0.08
2023	3,514,376,604	0.0%	2,839,604	5.0%	-	2,285,019	553,683	2,838,703	901	0.08
2024	3,514,376,604	0.0%	2,910,594	2.5%	-	2,330,750	579,750	2,910,500	94	0.08
2025	3,514,376,604	0.0%	2,968,806	2.0%	-	2,385,250	582,500	2,967,750	1,056	0.08
2026	3,514,376,604	0.0%	3,013,338	1.5%	-	2,432,750	580,000	3,012,750	588	0.09
2027	3,514,376,604	0.0%	3,058,538	1.5%	-	2,478,250	577,500	3,055,750	2,788	0.09
2028	3,514,376,604	0.0%	3,104,416	1.5%	-	2,521,500	580,000	3,101,500	2,916	0.09
2029	3,514,376,604	0.0%	3,150,983	1.5%	-	2,567,250	582,250	3,149,500	1,483	0.09
2030	3,514,376,604	0.0%	3,198,247	1.5%	-	-	3,194,250	3,194,250	3,997	0.09
2031	3,514,376,604	0.0%	3,246,221	1.5%	-	-	3,245,500	3,245,500	721	0.09
2032	3,514,376,604	0.0%	3,294,914	1.5%	-	-	3,292,500	3,292,500	2,414	0.09
2033	3,514,376,604	0.0%	3,344,338	1.5%	-	-	1,890,000	1,890,000	1,454,338	0.05
2034	3,514,376,604	0.0%	3,394,503	1.5%	-	-	-	-	3,394,503	-
2035	3,514,376,604	0.0%	3,445,421	1.5%	-	-	-	-	3,445,421	-
2036	3,514,376,604	0.0%	3,497,102	1.5%	-	-	-	-	3,497,102	-
2037	3,514,376,604	0.0%	3,549,559	1.5%	-	-	-	-	3,549,559	-
2038	3,514,376,604	0.0%	3,602,802	1.5%	-	-	-	-	3,602,802	-
2039	3,514,376,604	0.0%	3,656,844	1.5%	-	-	-	-	3,656,844	-
2040	3,514,376,604	0.0%	3,711,697	1.5%	-	-	-	-	3,711,697	-
2041	3,514,376,604	0.0%	3,767,372	1.5%	-	-	-	-	3,767,372	-
Total					2,701,348	17,000,769	15,657,933	35,360,050		
						Series 2023	Series 2024	Aggregate		
Dated Date						11/7/2023	1/11/2024	N/A		
All-in True Interest Cost						4.13%	2.85%	3.34%		
Total Proceeds						\$14,402,773	\$12,597,227	\$27,000,000		
Par						\$13,930,000	\$10,760,000	\$24,690,000		

CPI estimated at 5% in LY 2023, 2.5% in LY2024, 2% in LY2025, and 1.5% thereafter.

* Rates used are final pricing from the Series 2023 and Series 2024 bond sales.

Final Series 2023 & 2024 DSEB Bonds



\$13.9M General Obligation Limited Tax School Bonds, Series 2023
\$10.8M General Obligation Limited Tax School Bonds, Series 2024
Final Costs of Issuance

<u>Services</u>	<u>Series 2023</u>	<u>Series 2024</u>	<u>Total</u>
Bond Counsel, Chapman and Cutler	\$48,000.00	\$38,000.00	\$86,000.00
Disclosure Counsel, Chapman and Cutler	\$29,000.00	\$14,000.00	\$43,000.00
Municipal Advisor, Raymond James	\$43,208.32	\$32,280.00	\$75,488.32
Rating Agency, S&P Ratings Services	\$21,000.00	\$19,000.00	\$40,000.00
Bond Registrar/Paying Agent, Amalgamated Bank	\$700.00	\$700.00	\$1,400.00
Official Statement Posting and Printing	\$1,500.00	\$1,500.00	\$3,000.00
Treasurer's Surety Bond	\$2,000.00	\$1,500.00	\$3,500.00
Publication	\$120.90	\$120.90	\$241.80
Contingency	\$500.00	\$500.00	\$1,000.00
Total	\$146,029.22	\$107,600.90	\$253,630.12
Final Underwriter's Discount	\$111,440.00	\$34,525.02	\$145,965.02
Total Costs of Issuance and Underwriter's Discount	\$257,469.22	\$142,125.92	\$399,595.14
All-In True Interest Cost	4.13%	2.85%	3.34%

- Issuing the bonds in 2 pieces added \$33,730.12 to the costs of issuance
- However, because each portion of the financing is excepted from arbitrage rebate, the additional interest earnings at today's short term money market interest rates (5%), generates over \$500,000 annually. If the funds are invested for six months prior to being spent that is \$250,000 of additional interest earnings that can be put towards the District's capital plan.

COMPARABLE TRANSACTIONS: SERIES 2023

Final Pricing Scale (10/17/2023)						Final Scale						Final Scale						Final Scale						
Par \$13,930,000						Par \$101,645,000						Par \$9,310,000						Par \$7,760,000						
Issuer THSD No. 204 Cook County, IL (Lyons)						Issuer CHSD No. 115 Lake County, IL (Lake Forest)						Issuer THSD No. 203 Cook County, IL (New Trier)						Issuer SD No. 10 DuPage County, IL (Itasca)						
Sale Date 10/17/23						Sale Date 10/11/23						Sale Date 9/13/23						Sale Date 9/12/23						
Issue GO Limited School Bonds, Series 2023						Issue GO School Bonds, Series 2023						Issue GO Debt Certificates (Limited Tax), Series 2023						Issue GO School Bonds, Series 2023						
Tax Status Tax-Exempt						Tax Status Tax-Exempt						Tax Status Tax-Exempt						Tax Status Tax-Exempt						
Sale Type COMP						Sale Type COMP						Sale Type COMP						Sale Type COMP						
Ratings -- / AAA						Ratings -- / AAA						Ratings Aaa / --						Ratings Aa1 / --						
Insurance N/A						Insurance N/A						Insurance N/A						Insurance N/A						
Final Mat. 12/15/30						Final Mat. 11/1/43						Final Mat. 12/15/32						Final Mat. 1/1/42						
Call NC Call Price 100%						Call 11/1/32 Call Price 100%						Call NC Call Price NA						Call 1/1/33 Call Price 100%						
Closing 11/7/23						Closing 11/1/23						Closing 10/5/23						Closing 10/3/23						
UW BofA Securities (RJ as MA)						UW BofA Securities (RJ as MA)						UW Huntington (RJ as MA)						UW Stifel						
Maturity	Par (1,000s)	Coupon	Stated Yield	YTM	Spread to MMD Stated/YTM	Maturity	Par (1,000s)	Coupon	Stated Yield	YTM	Spread to MMD Stated/YTM	Maturity	Par (1,000s)	Coupon	Stated Yield	YTM	Spread to MMD Stated/YTM	Maturity	Par (1,000s)	Coupon	Stated Yield	YTM	Spread to MMD Stated/YTM	
2023						2023						2023							2023					
2024	1,515	5.000%	3.840%		0.20%	2024	685	5.000%	3.750%		0.05%	2024							2024					
2025	1,710	5.000%	3.750%		0.20%	2025	3,255	5.000%	3.710%		0.09%	2025							2025	315	5.000%	3.600%		0.38%
2026	1,850	5.000%	3.630%		0.22%	2026	3,425	5.000%	3.570%		0.09%	2026	850	5.000%	3.300%		0.31%		2026	415	5.000%	3.500%		0.40%
2027	1,990	5.000%	3.650%		0.27%	2027	3,600	5.000%	3.520%		0.10%	2027	935	5.000%	3.200%		0.30%		2027	435	5.000%	3.400%		0.45%
2028	2,135	5.500%	3.650%		0.31%	2028	3,795	5.500%	3.600%		0.19%	2028	3,175	5.000%	3.200%		0.32%		2028	455	5.000%	3.350%		0.46%
2029	2,285	5.000%	3.680%		0.32%	2029	4,000	5.000%	3.600%		0.17%	2029	1,030	5.000%	3.220%		0.34%		2029	480	5.000%	3.350%		0.47%
2030	2,445	5.000%	3.700%		0.34%	2030	4,205	5.000%	3.600%		0.17%	2030	1,125	5.000%	3.230%		0.35%		2030	505	5.000%	3.350%		0.47%
						2031	4,420	5.000%	3.600%		0.15%	2031	1,230	5.000%	3.270%		0.36%		2031	250	5.000%	3.350%		0.44%
						2032	4,645	5.000%	3.650%	3.66%	0.18% / 0.19%	2032	965	5.000%	3.310%		0.36%		2032	265	4.500%	3.400%		0.45%
						2033	4,885	5.000%	3.650%	3.77%	0.16% / 0.28%								2033	280	4.500%	3.500%		0.55%
						2034	5,135	5.000%	3.750%	3.94%	0.19% / 0.38%								2034					
						2035	5,395	5.000%	3.850%	4.09%	0.19% / 0.43%								2035	590	4.000%	3.700%	3.74%	0.61% / 0.65%
						2036	5,675	5.000%	3.950%	4.21%	0.19% / 0.45%								2036					
						2037	5,965	5.000%	4.110%	4.37%	0.25% / 0.51%								2037	635	4.000%	3.900%	3.93%	0.51% / 0.54%
						2038	6,270	5.000%	4.270%	4.50%	0.31% / 0.54%								2038					
						2039	6,595	5.000%	4.320%	4.56%	0.32% / 0.56%								2039	695	4.000%	4.100%		0.57%
						2040	6,930	5.000%	4.340%	4.59%	0.30% / 0.55%								2040					
						2041	7,260	4.250%	4.590%		0.50%								2041	760	4.125%	4.200%		0.58%
						2042	7,585	4.500%	4.640%		0.50%								2042	1,680	4.255%	4.250%		0.58%
						2043	7,920	4.250%	4.670%		0.50%													

COMPARABLE TRANSACTIONS: SERIES 2024

Final Pricing Scale (12/19/2023)			
Par	\$10,760,000		
Issuer	THSD No. 204 Cook County, IL (Lyons)		
Sale Date	12/19/23		
Issue	GO Limited Tax School Bonds, Series 2024		
Tax Status	Tax-Exempt		
Sale Type	COMP		
Ratings	-- / AAA		
Insurance	N/A		
Final Mat.	12/15/34		
Call	12/15/32	Call Price	100%
Closing	1/18/24		
UW	Janney Montgomery Scott (RJ as MA)		

Final Pricing Scale (10/17/2023)			
Par	\$13,930,000		
Issuer	THSD No. 204 Cook County, IL (Lyons)		
Sale Date	10/17/23		
Issue	GO Limited Tax School Bonds, Series 2023		
Tax Status	Tax-Exempt		
Sale Type	COMP		
Ratings	-- / AAA		
Insurance	N/A		
Final Mat.	12/15/30		
Call	NC	Call Price	100%
Closing	11/7/23		
UW	Mesirow (RJ as MA)		

Final Scale			
Par	\$13,390,000		
Issuer	THSD No. 87, DuPage County, IL (Glenbard)		
Sale Date	11/29/23		
Issue	GO School Bonds (Alt Revenue) Series 2024A		
Tax Status	Tax-Exempt		
Sale Type	COMP		
Ratings	-- / AA+		
Insurance	N/A		
Final Mat.	4/1/39		
Call	4/1/33	Call Price	100%
Closing	1/3/24		
UW	KeyBanc		

Maturity	Par (1,000s)	Coupon	Stated Yield	YTM	Spread to MMD Stated/YTM
2024	65	5.000%	3.000%		0.29%
2025	45	5.000%	2.800%		0.24%
2026	50	5.000%	2.700%		0.28%
2027	50	5.000%	2.700%		0.36%
2028	50	5.000%	2.700%		0.39%
2029	55	5.000%	2.700%		0.41%
2030	60	5.000%	2.700%		0.40%
2031	2,675	5.000%	2.510%		0.20%
2032	2,860	5.000%	2.550%		0.22%
2033	3,050	5.000%	2.580%	2.78%	0.25% / 0.45%
2034	1,800	5.000%	2.630%	2.98%	0.25% / 0.60%

Maturity	Par (1,000s)	Coupon	Stated Yield	YTM	Spread to MMD Stated/YTM
2024	1,515	5.000%	3.840%		0.20%
2025	1,710	5.000%	3.750%		0.20%
2026	1,850	5.000%	3.630%		0.22%
2027	1,990	5.000%	3.650%		0.27%
2028	2,135	5.500%	3.650%		0.31%
2029	2,285	5.000%	3.680%		0.32%
2030	2,445	5.000%	3.700%		0.34%

Maturity	Par (1,000s)	Coupon	Stated Yield	YTM	Spread to MMD Stated/YTM
2024					
2025	580	5.000%	3.150%		0.27%
2026	1,185	5.000%	3.050%		0.29%
2027	1,325	5.000%	3.000%		0.32%
2028	1,480	5.000%	2.940%		0.33%
2029	1,555	5.000%	2.980%		0.35%
2030	1,635	5.000%	3.010%		0.36%
2031	1,715	5.000%	3.030%		0.37%
2032	410	5.000%	3.060%		0.38%
2033	435	5.000%	3.100%		0.42%
2034	455	5.000%	3.150%	3.26%	0.45% / 0.56%
2035	475	5.000%	3.250%	3.47%	0.47% / 0.69%
2036	500	5.000%	3.400%	3.69%	0.46% / 0.75%
2037					
2038					
2039	1,640	5.000%	4.000%	4.30%	0.74% / 1.04%

COMPARABLE TRANSACTIONS: SERIES 2024

Final Scale			
Par	\$16,820,000		
Issuer	CHSD No. 100, DuPage County, IL (Fenton)		
Sale Date	11/28/23		
Issue	GO Limited Debt Certificates Series 2024		
Tax Status	Tax-Exempt		
Sale Type	COMP		
Ratings	-- / AA+		
Insurance	N/A		
Final Mat.	7/15/43		
Call	7/15/32	Call Price	100%
Closing	1/3/24		
UW	Mesirov		

Final Scale			
Par	\$7,815,000		
Issuer	DuPage CCSD No. 89 (Glen Ellyn)		
Sale Date	11/13/23		
Issue	GO School Bonds, Series 2023		
Tax Status	Tax-Exempt		
Sale Type	COMP		
Ratings	-- / AA+		
Insurance	N/A		
Final Mat.	2/1/38		
Call	2/1/33	Call Price	100%
Closing	12/4/23		
UW	Fifth Third Securities		

Final Scale			
Par	\$11,590,000		
Issuer	Village of Orland Park, IL		
Sale Date	10/30/23		
Issue	GO Bonds, Series 2023		
Tax Status	Tax-Exempt		
Sale Type	COMP		
Ratings	-- / AA+		
Insurance	N/A		
Final Mat.	12/1/38		
Call	12/1/33	Call Price	100%
Closing	11/20/23		
UW	Hilltop Securities		

Maturity	Par (1,000s)	Coupon	Stated Yield	YTM	Spread to MMD Stated/YTM
2024					
2025	810	5.000%	3.300%		0.32%
2026	855	5.000%	3.250%		0.36%
2027	905	5.000%	3.200%		0.38%
2028	945	5.000%	3.150%		0.39%
2029	995	5.000%	3.230%		0.45%
2030	1,045	5.000%	3.250%		0.45%
2031	1,100	5.000%	3.280%		0.47%
2032	1,155	5.000%	3.300%		0.47%
2033	1,215	5.000%	3.300%	3.37%	0.47% / 0.54%
2034	635	5.000%	3.350%	3.55%	0.48% / 0.68%
2035	665	5.000%	3.450%	3.73%	0.49% / 0.77%
2036	695	5.000%	3.600%	3.93%	0.50% / 0.83%
2037	730	4.000%	4.050%		0.81%
2038	760	4.000%	4.150%		0.81%
2039	795	4.000%	4.250%		0.85%
2040	825	4.125%	4.300%		0.85%
2041	860	4.125%	4.350%		0.85%
2042	895	4.125%	4.400%		0.85%
2043	935	4.125%	4.450%		0.85%

Maturity	Par (1,000s)	Coupon	Stated Yield	YTM	Spread to MMD Stated/YTM
2024					
2025	225	5.000%	3.570%		0.28%
2026	335	5.000%	3.550%		0.36%
2027	375	5.000%	3.540%		0.39%
2028	410	5.500%	3.500%		0.38%
2029	445	5.000%	3.500%		0.38%
2030	485	5.000%	3.550%		0.40%
2031	525	5.000%	3.570%		0.41%
2032	565	5.000%	3.600%		0.42%
2033	615	5.000%	3.640%		0.44%
2034	660	5.000%	3.700%	3.80%	0.43% / 0.53%
2035	710	5.000%	3.800%	3.97%	0.43% / 0.60%
2036	765	5.000%	3.940%	4.15%	0.45% / 0.66%
2037	820	5.000%	4.090%	4.31%	0.48% / 0.70%
2038	880	5.000%	4.230%	4.44%	0.52% / 0.73%

Maturity	Par (1,000s)	Coupon	Stated Yield	YTM	Spread to MMD Stated/YTM
2024					
2025	170	5.000%	4.140%		0.47%
2026	180	5.000%	4.100%		0.53%
2027	190	5.000%	4.100%		0.57%
2028	200	5.500%	4.100%		0.59%
2029	225	5.000%	4.120%		0.59%
2030	235	5.000%	4.140%		0.58%
2031	255	5.000%	4.160%		0.58%
2032	350	5.000%	4.180%		0.58%
2033	400	5.000%	4.200%		0.59%
2034	1,495	5.000%	4.250%	4.30%	0.57% / 0.62%
2035	1,935	5.000%	4.350%	4.43%	0.57% / 0.65%
2036	2,075	5.000%	4.450%	4.55%	0.55% / 0.65%
2037	1,890	5.000%	4.550%	4.65%	0.56% / 0.66%
2038	1,990	5.000%	4.650%	4.74%	0.56% / 0.65%

The information contained herein is solely intended to facilitate discussion of potentially applicable financing applications and is not intended to be a specific buy/sell recommendation, nor is it an official confirmation of terms. Any terms discussed herein are preliminary until confirmed in a definitive written agreement. While we believe that the outlined financial structure or marketing strategy is the best approach under the current market conditions, the market conditions at the time any proposed transaction is structured or sold may be different, which may require a different approach.

The analysis or information presented herein is based upon hypothetical projections and/or past performance that have certain limitations. No representation is made that it is accurate or complete or that any results indicated will be achieved. In no way is past performance indicative of future results. Changes to any prices, levels, or assumptions contained herein may have a material impact on results. Any estimates or assumptions contained herein represent our best judgment as of the date indicated and are subject to change without notice. Examples are merely representative and are not meant to be all-inclusive.

Raymond James shall have no liability, contingent or otherwise, to the recipient hereof or to any third party, or any responsibility whatsoever, for the accuracy, correctness, timeliness, reliability or completeness of the data or formulae provided herein or for the performance of or any other aspect of the materials, structures and strategies presented herein. This Presentation is provided to you for the purpose of your consideration of the engagement of Raymond James as an underwriter and not as your financial advisor or Municipal Advisor (as defined in Section 15B of the Exchange Act of 1934, as amended), and we expressly disclaim any intention to act as your fiduciary in connection with the subject matter of this Presentation. The information provided is not intended to be and should not be construed as a recommendation or “advice” within the meaning of Section 15B of the above-referenced Act. Any portion of this Presentation which provides information on municipal financial products or the issuance of municipal securities is only given to provide you with factual information or to demonstrate our experience with respect to municipal markets and products. Municipal Securities Rulemaking Board (“MSRB”) Rule G-17 requires that we make the following disclosure to you at the earliest stages of our relationship, as underwriter, with respect to an issue of municipal securities: the underwriter’s primary role is to purchase securities with a view to distribution in an arm’s-length commercial transaction with the issuer and it has financial and other interests that differ from those of the issuer.

Raymond James does not provide accounting, tax or legal advice; however, you should be aware that any proposed transaction could have accounting, tax, legal or other implications that should be discussed with your advisors and/or legal counsel.

Raymond James and affiliates, and officers, directors and employees thereof, including individuals who may be involved in the preparation or presentation of this material, may from time to time have positions in, and buy or sell, the securities, derivatives (including options) or other financial products of entities mentioned herein. In addition, Raymond James or affiliates thereof may have served as an underwriter or placement agent with respect to a public or private offering of securities by one or more of the entities referenced herein.

This Presentation is not a binding commitment, obligation, or undertaking of Raymond James. No obligation or liability with respect to any issuance or purchase of any Bonds or other securities described herein shall exist, nor shall any representations be deemed made, nor any reliance on any communications regarding the subject matter hereof be reasonable or justified unless and until (1) all necessary Raymond James, rating agency or other third party approvals, as applicable, shall have been obtained, including, without limitation, any required Raymond James senior management and credit committee approvals, (2) all of the terms and conditions of the documents pertaining to the subject transaction are agreed to by the parties thereto as evidenced by the execution and delivery of all such documents by all such parties, and (3) all conditions hereafter established by Raymond James for closing of the transaction have been satisfied in our sole discretion. Until execution and delivery of all such definitive agreements, all parties shall have the absolute right to amend this Presentation and/or terminate all negotiations for any reason without liability therefor.

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF JANUARY 2024 EXPENSES
FOR BOARD OF EDUCATION APPROVAL ON FEBRUARY 20, 2024**

ACCOUNTS PAYABLE	PAID	TOTAL
EDUCATION FUND	\$ 650,620.30	
OPERATIONS BLDG MAINT	\$ 335,957.52	
TRANSPORTATION	\$ 320,193.43	
CAPITAL PROJECTS	<u>\$ 509,951.65</u>	
TOTAL ACCOUNTS PAYABLE		\$ 1,816,722.90
PAYROLL		
EDUCATION FUND	\$ 4,934,988.75	
OPERATIONS BLDG MAINT	\$ 400,329.71	
IMRF/FICA/MEDICARE	<u>\$ 252,330.00</u>	
TOTAL PAYROLL		\$ 5,587,648.46
TOTAL EXPENDITURES		\$ 7,404,371.36

The Undersigned do hereby certify that the Accounts Payable and Payroll Expenditures in the amount of \$7,404,371.36 approved for payment at the Lyons Township High School District 204 Board of Education Meeting, Cook County, Illinois held on February 20, 2024.

Dawn Aubert, President

Tim Albores, Secretary

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF REVENUES - FISCAL YEAR 2023-24
FOR THE MONTH OF JANUARY 2024**

	BUDGET	MONTHLY REVENUES	FISCAL YTD REVENUES	TRANSFERS	BUDGET BALANCE	% REALIZED
<u>OPERATING FUNDS</u>						
EDUCATION - 10	\$ 78,237,344.00	\$ 1,734,384.10	\$ 40,735,234.17	\$ -	\$ 37,502,109.83	52.07%
OPERATIONS & MAINTENANCE - 20	\$ 11,304,165.00	\$ 603,272.70	\$ 5,420,927.23	\$ 27,130,060.35	\$ 5,883,237.77	47.96%
TRANSPORTATION - 40	\$ 3,903,721.00	\$ 254,551.01	\$ 2,141,822.90	\$ -	\$ 1,761,898.10	54.87%
IMRF/SOCIAL SECURITY - 50/51	\$ 3,490,100.00	\$ 513,276.20	\$ 1,918,740.26	\$ -	\$ 1,571,359.74	54.98%
TOTAL	\$ 96,935,330.00	\$ 3,105,484.01	\$ 50,216,724.56	\$ 27,130,060.35	\$ 46,718,605.44	51.80%
<u>NON OPERATING FUNDS</u>						
DEBIT SERVICE - 30	\$ 2,882,610.00	\$ 2,352.23	\$ 1,404,486.93	\$ -	\$ 1,478,123.07	48.72%
CAPITAL PROJECTS - 60/61	\$ 26,221.00	\$ 6,085.49	\$ 50,023.75	\$ 27,130,060.35	\$ (23,802.75)	0.00%
TOTAL	\$ 2,908,831.00	\$ 8,437.72	\$ 1,454,510.68	\$ 27,130,060.35	\$ 1,454,320.32	50.00%
<u>WORKING CASH</u>						
WORKING CASH - 70/71	\$ 104,493.00	\$ 12,457,910.78	\$ 27,250,529.00	\$ -	\$ -	0.00%
TOTAL	\$ 104,493.00	\$ 12,457,910.78	\$ 27,250,529.00	\$ -	\$ -	0.00%
TOTAL	\$ 99,948,654.00	\$ 15,571,832.51	\$ 78,921,764.24	\$ 54,260,120.70	\$ 48,172,925.76	78.96%

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
SUMMARY OF EXPENSES - FISCAL YEAR 2023-24
FOR THE MONTH OF JANUARY 2024**

	<u>BUDGET</u>	<u>MONTHLY EXPENSES</u>	<u>FISCAL YTD EXPENSES</u>	<u>TRANSFERS</u>	<u>BUDGET BALANCE</u>	<u>% REALIZED</u>
<u>OPERATING FUNDS</u>						
EDUCATION - 10	\$ 75,852,903.00	\$ 5,578,466.16	\$ 37,439,681.44	\$ -	\$ 38,413,221.56	49.36%
OPERATIONS & MAINTENANCE - 20	\$ 11,304,165.00	\$ 282,741.22	\$ 5,321,771.08	\$ 27,130,060.35	\$ 5,982,393.92	47.08%
TRANSPORTATION - 40	\$ 3,560,150.00	\$ 320,193.43	\$ 1,196,155.86	\$ -	\$ 2,363,994.14	33.60%
IMRF/SOCIAL SECURITY - 50/51	\$ 3,385,603.00	\$ 252,320.00	\$ 1,594,390.73	\$ -	\$ 1,791,212.27	47.09%
TOTAL	\$ 94,102,821.00	\$ 6,433,720.81	\$ 45,551,999.11	\$ 27,130,060.35	\$ 48,550,821.89	48.41%
<u>NON OPERATING FUNDS</u>						
DEBIT SERVICE - 30	\$ 2,753,174.00	\$ -	\$ 2,653,173.75	\$ -	\$ 100,000.25	96.37%
CAPITAL PROJECTS - 60/61	\$ 2,347,716.00	\$ 1,526,980.10	\$ 4,245,206.07	\$ -	\$ (1,897,490.07)	0.00%
TOTAL	\$ 5,100,890.00	\$ 1,526,980.10	\$ 6,898,379.82	\$ -	\$ (1,797,489.82)	135.24%
<u>WORKING CASH</u>						
WORKING CASH - 70/71	\$ -	\$ -	\$ -	\$ 27,130,060.35	\$ -	0.00%
TOTAL	\$ -	\$ -	\$ -	\$ 27,130,060.35	\$ -	0.00%
TOTAL	\$ 99,203,711.00	\$ 7,960,700.91	\$ 52,450,378.93	\$ 54,260,120.70	\$ 46,753,332.07	52.87%

LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
FUND BALANCE FINANCIAL REPORT - FISCAL YEAR 2023-24
FOR THE MONTH OF JANUARY 2024

	FUND BALANCE JULY 1, 2023	FISCAL YTD REVENUES	FISCAL YTD EXPENSES	TRANSFERS	FUND BALANCE
<u>OPERATING FUNDS</u>					
EDUCATION - 10	\$ 34,601,150.74	\$ 40,735,234.17	\$ 37,439,681.44	\$ -	\$ 37,896,703.47
OPERATIONS & MAINTENANCE - 20	\$ 11,746,204.30	\$ 5,420,927.23	\$ 5,321,771.08	\$ -	\$ 11,845,360.45
TRANSPORTATION - 40	\$ 4,720,478.56	\$ 2,141,822.90	\$ 1,196,155.86	\$ -	\$ 5,666,145.60
IMRF/SOCIAL SECURITY - 50/51	\$ 1,479,118.74	\$ 1,918,740.26	\$ 1,594,390.73	\$ -	\$ 1,803,468.27
TOTAL	\$ 52,546,952.34	\$ 50,216,724.56	\$ 45,551,999.11	\$ -	\$ 57,211,677.79
<u>NON OPERATING FUNDS</u>					
DEBIT SERVICE - 30	\$ 1,616,188.70	\$ 1,404,486.93	\$ 2,653,173.75	\$ -	\$ 367,501.88
CAPITAL PROJECTS - 60/61	\$ 3,434,079.16	\$ 50,023.75	\$ 4,245,206.07	\$ 27,130,060.35	\$ 26,368,957.19
TOTAL	\$ 5,050,267.86	\$ 1,454,510.68	\$ 6,898,379.82	\$ 27,130,060.35	\$ 26,736,459.07
<u>WORKING CASH</u>					
WORKING CASH - 70/71	\$ 4,115,249.94	\$ 27,250,529.00	\$ -	\$ (27,130,060.35)	\$ 4,235,718.59
TOTAL	\$ 4,115,249.94	\$ 27,250,529.00	\$ -	\$ (27,130,060.35)	\$ 4,235,718.59
TOTAL	\$ 61,712,470.14	\$ 78,921,764.24	\$ 52,450,378.93	\$ -	\$ 88,183,855.45

LADSE

The LaGrange Area Department of Special Education

LA GRANGE AREA DEPARTMENT OF SPECIAL EDUCATION

SUMMARY OF BILLS AND PAYROLLS

January 2024

Presented

February 20, 2024

SUMMARY FINANCIAL REPORT OF REVENUE - January 2024

OPERATING FUNDS	BUDGET	TRANSFERS	CURRENT REVENUES	YTD REVENUES	BALANCE	PERCENT REALIZED
EDUCATION FUND	30,243,701	-	216,236	22,313,597	7,930,104.36	73.78%
VOCATIONAL ACTIVITY FUND	-	-	-	168	168	0.00%
O&M FUND	-	-	-	(9)	(9)	0.00%
TOTAL	30,243,701	-	216,236	22,313,756	7,930,263	73.78%

SUMMARY FINANCIAL REPORT OF EXPENSE - January 2024

OPERATING FUNDS	BUDGET	TRANSFERS	CURRENT EXPENDITURES	YTD EXPENDITURES	UNENCUMBERED BALANCE	PERCENT ENCUMBERED
EDUCATION FUND	30,243,701	-	2,718,525	15,389,699	14,854,002	50.89%
VOCATIONAL ACTIVITY FUND	-	-	-	45	(45)	0.00%
O&M FUND	-	-	1,140	14,921	(14,921.39)	0.00%
TOTAL	30,243,701	-	2,719,665	15,404,666	14,839,035	50.94%

MONTHLY FUND BALANCE REPORT FOR - January 2024

OPERATING FUNDS	JULY 1ST EQUITY	YEAR TO DATE RECEIPTS	YEAR TO DATE DISBURSEMENTS	BALANCE
EDUCATION FUND	1,459,077	22,313,597	(15,389,699)	8,382,974
VOCATIONAL ACTIVITY FUND	15,083	168	(45.36)	15,206
O&M FUND	(23,994)	(9)	(14,921.39)	(38,925)
TOTAL	1,450,166	22,313,755	(15,404,666)	8,359,255

SUMMARY OF EXPENSES FOR JANUARY 2024 BOARD OF EDUCATION APPROVAL ON FEBRUARY 20, 2024

	EXPENSES	EXPENSES FROM REVENUE	TOTAL
EDUCATION FUND	\$ 432,415.75		\$ 432,415.75
VOCATIONAL ACTIVITY FUND	\$ -	\$ -	\$ -
TOTAL A/P	\$ 432,415.75	\$ -	\$ 432,415.75

PAYROLL			
EDUCATION FUND			\$ 1,779,273.84
BOARD SHARE EXPENSES			\$ 507,975.49
TOTAL PAYROLL			\$ 2,287,249.33

VOCATIONAL FUND			-
BOARD SHARE EXPENSES			-
			-

TOTAL PAYROLL \$ 2,719,665.08

THE UNDERSIGNED DO HEREBY CERTIFY THAT ACCOUNTS PAYABLE LISTINGS AND PAYROLLS IN THE AMOUNT OF \$2,719,665.08 WERE APPROVED FOR PAYMENT AT THE MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT #204, COOK COUNTY, ILLINOIS HELD ON FEBRUARY 20, 2024 AND AUTHORIZE THE SCHOOL TRUSTEES OF TOWNSHIP 38, RANGE 12 TO PAY THE SAME.

PRESIDENT

SECRETARY

LaGrange Area Dept. of Special Education

Fund Balances

Fiscal Year: 2023-2024

Month: January
 Year: 2024
 Fund Type: All Funds

Include Cash Balance
 FY End Report

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>
10	EDUCATION	\$1,459,077.12	\$22,313,596.64	(\$15,389,699.47)	\$0.00	\$8,382,974.29
20	OPERATIONS & MAINTENANCE	(\$23,993.95)	(\$9.43)	(\$14,921.39)	\$0.00	(\$38,924.77)
99	ACTIVITY FUND - SHREDDER WORKS	\$15,083.24	\$167.84	(\$45.36)	\$0.00	\$15,205.72
Grand Total:		\$1,450,166.41	\$22,313,755.05	(\$15,404,666.22)	\$0.00	\$8,359,255.24

End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1118

Voucher Date: 01/12/2024

Prepared By: 

Printed: 01/11/2024 08:21:08 AM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$20,610.35 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

 1-11-2024
Nicholas Peranich Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

Fund		Amount
10	EDUCATION	\$20,610.35
		<hr/> <hr/>
		\$20,610.35

LaGrange Area Dept. of Special Education

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 01/12/2024

To Date:

From Voucher:

To Voucher:

Account: 184641

01/12/2024	Holy Guardian Angels Parish	\$8,736.00	1118	Posted to G/L AP	<input type="checkbox"/>
01/12/2024	Holy Guardian Angels Parish	\$4,171.69	1118	Posted to G/L AP	<input type="checkbox"/>
01/12/2024	Holy Guardian Angels Parish	\$1,787.86	1118	Posted to G/L AP	<input type="checkbox"/>
01/12/2024	Quest FMS	\$2,867.49	1118	Posted to G/L AP	<input type="checkbox"/>
01/12/2024	Quest FMS	\$2,867.49	1118	Posted to G/L AP	<input type="checkbox"/>
01/12/2024	InterpreNet, LTD	\$179.82	1118	Posted to G/L AP	<input type="checkbox"/>

Total for Fund:	6	Total Amount:	<u>\$20,610.35</u>
		Total Amount:	<u>\$20,610.35</u>

End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1119

Voucher Date: 01/12/2024

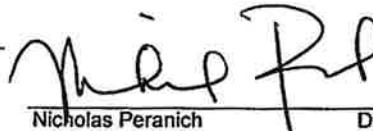
Prepared By:



Printed: 01/11/2024 10:44:47 AM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$236,237.97 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



1-11-2024

Nicholas Peranich

Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

Fund		Amount
10	EDUCATION	\$235,097.97
20	OPERATIONS & MAINTENANCE	\$1,140.00
		\$236,237.97

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 1/12/2024
From Check: 245811838
From Voucher: 1119

To Date: 1/12/2024
To Check: 245811915
To Voucher: 1119

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245811838	01/12/2024	5 Star Interpreting Chicago, LLC	\$450.00	1119	Printed	Expense	<input type="checkbox"/>		
245811839	01/12/2024	Accurate Biometrics	\$150.00	1119	Printed	Expense	<input type="checkbox"/>		
245811840	01/12/2024	Albertsons Safeway	\$135.81	1119	Printed	Expense	<input type="checkbox"/>		
245811841	01/12/2024	At & T	\$1,250.54	1119	Printed	Expense	<input type="checkbox"/>		
245811842	01/12/2024	Ayala, Dimond	\$68.47	1119	Printed	Expense	<input type="checkbox"/>		
245811843	01/12/2024	Bd Of Ed #102	\$364.08	1119	Printed	Expense	<input type="checkbox"/>		
245811844	01/12/2024	Bd Of Ed #103	\$41,259.02	1119	Printed	Expense	<input type="checkbox"/>		
245811845	01/12/2024	Bd Of Ed #107	\$3,268.65	1119	Printed	Expense	<input type="checkbox"/>		
245811846	01/12/2024	Bd Of Ed #204	\$8,294.48	1119	Printed	Expense	<input type="checkbox"/>		
245811847	01/12/2024	Bd Of Ed #208	\$16,906.79	1119	Printed	Expense	<input type="checkbox"/>		
245811848	01/12/2024	Bd Of Ed #61 Darien	\$33,583.28	1119	Printed	Expense	<input type="checkbox"/>		
245811849	01/12/2024	Bd Of Ed #62	\$247.67	1119	Printed	Expense	<input type="checkbox"/>		
245811850	01/12/2024	Bd Of Ed #92.5	\$9,935.37	1119	Printed	Expense	<input type="checkbox"/>		
245811851	01/12/2024	Bd Of Ed #94	\$11,218.96	1119	Printed	Expense	<input type="checkbox"/>		
245811852	01/12/2024	Bd Of Ed #95	\$945.34	1119	Printed	Expense	<input type="checkbox"/>		
245811853	01/12/2024	Bd Of Ed Dist#105	\$14,053.74	1119	Printed	Expense	<input type="checkbox"/>		
245811854	01/12/2024	Bd Of Ed Dist#96	\$9,587.88	1119	Printed	Expense	<input type="checkbox"/>		
245811855	01/12/2024	Bmo Corporate Mastercard	\$23,130.92	1119	Printed	Expense	<input type="checkbox"/>		
245811856	01/12/2024	Bonistalli, Carolyn	\$158.17	1119	Printed	Expense	<input type="checkbox"/>		
245811857	01/12/2024	Born, David A	\$65.05	1119	Printed	Expense	<input type="checkbox"/>		
245811858	01/12/2024	Borowicz, Matthew T	\$80.63	1119	Printed	Expense	<input type="checkbox"/>		
245811859	01/12/2024	Brancheau, Haley W	\$185.96	1119	Printed	Expense	<input type="checkbox"/>		
245811860	01/12/2024	Bridges Language Training & Staffing Co.	\$356.99	1119	Printed	Expense	<input type="checkbox"/>		

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 1/12/2024
From Check: 245811838
From Voucher: 1119

To Date: 1/12/2024
To Check: 245811915
To Voucher: 1119

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245811861	01/12/2024	BrightStar Care	\$4,320.00	1119	Printed	Expense	<input type="checkbox"/>		
245811862	01/12/2024	Budget Blinds of Chicago East & LaGrange	\$11,301.60	1119	Printed	Expense	<input type="checkbox"/>		
245811863	01/12/2024	Burke, Jennifer L	\$42.97	1119	Printed	Expense	<input type="checkbox"/>		
245811864	01/12/2024	Bylsma, Karen	\$92.36	1119	Printed	Expense	<input type="checkbox"/>		
245811865	01/12/2024	Carey, Veronica	\$81.16	1119	Printed	Expense	<input type="checkbox"/>		
245811866	01/12/2024	Cavaliere, Kellie A	\$185.77	1119	Printed	Expense	<input type="checkbox"/>		
245811867	01/12/2024	Clemens, Marlene M	\$75.85	1119	Printed	Expense	<input type="checkbox"/>		
245811868	01/12/2024	Cleveland, Jenelle	\$80.83	1119	Printed	Expense	<input type="checkbox"/>		
245811869	01/12/2024	Colangelo, Denise K	\$61.60	1119	Printed	Expense	<input type="checkbox"/>		
245811870	01/12/2024	Craig, Kathryn	\$600.00	1119	Printed	Expense	<input type="checkbox"/>		
245811871	01/12/2024	Crotty, Emily A	\$1,466.54	1119	Printed	Expense	<input type="checkbox"/>		
245811872	01/12/2024	Crumrine, Diane M	\$37.60	1119	Printed	Expense	<input type="checkbox"/>		
245811873	01/12/2024	Duvall, Danika R	\$4.59	1119	Printed	Expense	<input type="checkbox"/>		
245811874	01/12/2024	Eccezion	\$9,250.00	1119	Printed	Expense	<input type="checkbox"/>		
245811875	01/12/2024	Favela Mata, Isabel	\$197.00	1119	Printed	Expense	<input type="checkbox"/>		
245811876	01/12/2024	Garlinger, Amy	\$30.20	1119	Printed	Expense	<input type="checkbox"/>		
245811877	01/12/2024	Geocon Professional Services	\$1,140.00	1119	Printed	Expense	<input type="checkbox"/>		
245811878	01/12/2024	Gough, Kari	\$70.41	1119	Printed	Expense	<input type="checkbox"/>		
245811879	01/12/2024	Groenendyk, Isaac J	\$14.34	1119	Printed	Expense	<input type="checkbox"/>		
245811880	01/12/2024	Guzman, Ivonne J	\$54.06	1119	Printed	Expense	<input type="checkbox"/>		
245811881	01/12/2024	Irby, Stefanie J	\$187.98	1119	Printed	Expense	<input type="checkbox"/>		
245811882	01/12/2024	Jarrett, Ruby A	\$11.40	1119	Printed	Expense	<input type="checkbox"/>		
245811883	01/12/2024	Kinsella, Nancy T	\$29.98	1119	Printed	Expense	<input type="checkbox"/>		

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 1/12/2024
From Check: 245811838
From Voucher: 1119

To Date: 1/12/2024
To Check: 245811915
To Voucher: 1119

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245811884	01/12/2024	Kriha Law LLC	\$285.00	1119	Printed	Expense	<input type="checkbox"/>		
245811885	01/12/2024	Maruyama, Blythe J	\$142.79	1119	Printed	Expense	<input type="checkbox"/>		
245811886	01/12/2024	McDermott, Callan P	\$68.52	1119	Printed	Expense	<input type="checkbox"/>		
245811887	01/12/2024	Meyer, Judith	\$11.27	1119	Printed	Expense	<input type="checkbox"/>		
245811888	01/12/2024	Miller, Erin	\$27.32	1119	Printed	Expense	<input type="checkbox"/>		
245811889	01/12/2024	Morfoot, Carrie A	\$186.78	1119	Printed	Expense	<input type="checkbox"/>		
245811890	01/12/2024	Murphy, Donna	\$333.53	1119	Printed	Expense	<input type="checkbox"/>		
245811891	01/12/2024	Mussallem, Ashley R	\$49.91	1119	Printed	Expense	<input type="checkbox"/>		
245811892	01/12/2024	Nick, Jamie S	\$11.14	1119	Printed	Expense	<input type="checkbox"/>		
245811893	01/12/2024	Omni Group (The)	\$15.50	1119	Printed	Expense	<input type="checkbox"/>		
245811894	01/12/2024	Orkin Pest Control	\$78.99	1119	Printed	Expense	<input type="checkbox"/>		
245811895	01/12/2024	Ortiz, Norma Y	\$24.33	1119	Printed	Expense	<input type="checkbox"/>		
245811896	01/12/2024	Pace Van Pool	\$300.00	1119	Printed	Expense	<input type="checkbox"/>		
245811897	01/12/2024	Popoca Gallegos, Eriberta	\$15.00	1119	Printed	Expense	<input type="checkbox"/>		
245811898	01/12/2024	ProCare Therapy	\$12,486.41	1119	Printed	Expense	<input type="checkbox"/>		
245811899	01/12/2024	Pruitt, Abigail	\$21.03	1119	Printed	Expense	<input type="checkbox"/>		
245811900	01/12/2024	Quadient Leasing	\$669.81	1119	Printed	Expense	<input type="checkbox"/>		
245811901	01/12/2024	Ranieri, Christine A	\$15.72	1119	Printed	Expense	<input type="checkbox"/>		
245811902	01/12/2024	Rcm Data Corp.	\$208.53	1119	Printed	Expense	<input type="checkbox"/>		
245811903	01/12/2024	Rickelman, Donna	\$66.97	1119	Printed	Expense	<input type="checkbox"/>		
245811904	01/12/2024	Schinkten, Danielle	\$4.00	1119	Printed	Expense	<input type="checkbox"/>		
245811905	01/12/2024	Super Duper Inc	\$119.95	1119	Printed	Expense	<input type="checkbox"/>		
245811906	01/12/2024	Tobil Dynavox, LLC	\$4,119.30	1119	Printed	Expense	<input type="checkbox"/>		
245811907	01/12/2024	Toliver, Lauren E	\$444.00	1119	Printed	Expense	<input type="checkbox"/>		

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING 2045 184641

From Date:	1/12/2024	To Date:	1/12/2024
From Check:	245811838	To Check:	245811915
From Voucher:	1119	To Voucher:	1119

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245811908	01/12/2024	Tom, Kerrin G	\$24.50	1119	Printed	Expense	<input type="checkbox"/>		
245811909	01/12/2024	Tyler Technologies, Inc.	\$2,657.50	1119	Printed	Expense	<input type="checkbox"/>		
245811910	01/12/2024	Urso, Jacquelyn S	\$247.50	1119	Printed	Expense	<input type="checkbox"/>		
245811911	01/12/2024	WEX Bank	\$133.97	1119	Printed	Expense	<input type="checkbox"/>		
245811912	01/12/2024	Whitcomb, Ryan F	\$16.12	1119	Printed	Expense	<input type="checkbox"/>		
245811913	01/12/2024	Winkler, Allison M	\$168.00	1119	Printed	Expense	<input type="checkbox"/>		
245811914	01/12/2024	Wolf Pack Enterprises LLC	\$8,237.50	1119	Printed	Expense	<input type="checkbox"/>		
245811915	01/12/2024	Woods, Laura C	\$13.04	1119	Printed	Expense	<input type="checkbox"/>		

Total Amount: \$236,237.97


End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1128


Voucher Date: 01/26/2024

Prepared By:


Printed: 01/25/2024 08:42:33 AM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$155,895.16 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.

 1-25-24
Nicholas Peranich Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

Fund	Amount
10 EDUCATION	\$155,895.16
	\$155,895.16

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 1/26/2024
From Check: 245811917
From Voucher: 1128

To Date: 1/26/2024
To Check: 245811977
To Voucher: 1128

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245811917	01/26/2024	Amazon Capital Services	\$1,108.68	1128	Printed	Expense	<input type="checkbox"/>		
245811918	01/26/2024	At & T	\$175.62	1128	Printed	Expense	<input type="checkbox"/>		
245811919	01/26/2024	Athas, Heidi S	\$18.87	1128	Printed	Expense	<input type="checkbox"/>		
245811920	01/26/2024	Attal, Monique	\$4.95	1128	Printed	Expense	<input type="checkbox"/>		
245811921	01/26/2024	Bd Of Ed #61 Darien	\$49,741.00	1128	Printed	Expense	<input type="checkbox"/>		
245811922	01/26/2024	Bd Of Ed #92.5	\$18,831.06	1128	Printed	Expense	<input type="checkbox"/>		
245811923	01/26/2024	Bd Of Ed #95	\$2,601.00	1128	Printed	Expense	<input type="checkbox"/>		
245811924	01/26/2024	BrightStar Care	\$2,160.00	1128	Printed	Expense	<input type="checkbox"/>		
245811925	01/26/2024	Brunswick, Wendy S	\$59.93	1128	Printed	Expense	<input type="checkbox"/>		
245811926	01/26/2024	Bruton, Catherine M	\$4.95	1128	Printed	Expense	<input type="checkbox"/>		
245811927	01/26/2024	Butler, Madeleine M	\$231.48	1128	Printed	Expense	<input type="checkbox"/>		
245811928	01/26/2024	Calhoun, Terri E	\$4.95	1128	Printed	Expense	<input type="checkbox"/>		
245811929	01/26/2024	Cameron, Jennifer L	\$4.95	1128	Printed	Expense	<input type="checkbox"/>		
245811930	01/26/2024	Canon Solutions America	\$887.03	1128	Printed	Expense	<input type="checkbox"/>		
245811931	01/26/2024	Cebular, Victoria J	\$24.21	1128	Printed	Expense	<input type="checkbox"/>		
245811932	01/26/2024	Chiampas, Cassandra	\$421.69	1128	Printed	Expense	<input type="checkbox"/>		
245811933	01/26/2024	Comcast	\$1,784.30	1128	Printed	Expense	<input type="checkbox"/>		
245811934	01/26/2024	ComEd	\$5,766.53	1128	Printed	Expense	<input type="checkbox"/>		
245811935	01/26/2024	Enriquez, Shania	\$143.95	1128	Printed	Expense	<input type="checkbox"/>		
245811936	01/26/2024	Espinosa, Cynthia A	\$28.63	1128	Printed	Expense	<input type="checkbox"/>		
245811937	01/26/2024	Fahy, Kelly J	\$4.95	1128	Printed	Expense	<input type="checkbox"/>		
245811938	01/26/2024	First Communications LLC	\$303.35	1128	Printed	Expense	<input type="checkbox"/>		
245811939	01/26/2024	First United Methodist Church of WS	\$7,000.00	1128	Printed	Expense	<input type="checkbox"/>		
245811940	01/26/2024	Frontline Technologies Group, Inc	\$2,788.48	1128	Printed	Expense	<input type="checkbox"/>		

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LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 1/26/2024
From Check: 245811917
From Voucher: 1128

To Date: 1/26/2024
To Check: 245811977
To Voucher: 1128

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245811941	01/26/2024	Grand Prairie Transit	\$25,114.47	1128	Printed	Expense	<input type="checkbox"/>		
245811942	01/26/2024	Horton'S Of La Grange	\$28.78	1128	Printed	Expense	<input type="checkbox"/>		
245811943	01/26/2024	Jelinek, Katelyn	\$32.75	1128	Printed	Expense	<input type="checkbox"/>		
245811944	01/26/2024	Johnson Controls Security Solutions	\$225.00	1128	Printed	Expense	<input type="checkbox"/>		
245811945	01/26/2024	Kubistal, Laura L	\$4.95	1128	Printed	Expense	<input type="checkbox"/>		
245811946	01/26/2024	Laurie Waldeck	\$853.75	1128	Printed	Expense	<input type="checkbox"/>		
245811947	01/26/2024	Lietuvnikas, Dalia	\$4.95	1128	Printed	Expense	<input type="checkbox"/>		
245811948	01/26/2024	Macauda, Stephanie A	\$34.58	1128	Printed	Expense	<input type="checkbox"/>		
245811949	01/26/2024	Massanisso, Lisa M	\$5.11	1128	Printed	Expense	<input type="checkbox"/>		
245811950	01/26/2024	McDermott, Callan P	\$4.95	1128	Printed	Expense	<input type="checkbox"/>		
245811951	01/26/2024	Mcgraw Hill - Education	\$27.80	1128	Printed	Expense	<input type="checkbox"/>		
245811952	01/26/2024	McKenna, Catherine A	\$4.95	1128	Printed	Expense	<input type="checkbox"/>		
245811953	01/26/2024	Meyer, Judith	\$11.46	1128	Printed	Expense	<input type="checkbox"/>		
245811954	01/26/2024	Mitrovich, Shannon E	\$4.95	1128	Printed	Expense	<input type="checkbox"/>		
245811955	01/26/2024	Moreno, Melissa L	\$34.46	1128	Printed	Expense	<input type="checkbox"/>		
245811956	01/26/2024	Morley, Anne M	\$4.95	1128	Printed	Expense	<input type="checkbox"/>		
245811957	01/26/2024	NWEA	\$1,690.00	1128	Printed	Expense	<input type="checkbox"/>		
245811958	01/26/2024	Ortiz-Anderson, Regina M	\$4.95	1128	Printed	Expense	<input type="checkbox"/>		
245811959	01/26/2024	Personnel Planners	\$450.00	1128	Printed	Expense	<input type="checkbox"/>		
245811960	01/26/2024	ProCare Therapy	\$4,095.88	1128	Printed	Expense	<input type="checkbox"/>		
245811961	01/26/2024	Prospect Music Therapy	\$4,130.00	1128	Printed	Expense	<input type="checkbox"/>		
245811962	01/26/2024	Pruitt, Abigail	\$25.72	1128	Printed	Expense	<input type="checkbox"/>		
245811963	01/26/2024	Quadient Leasing	\$2,000.00	1128	Printed	Expense	<input type="checkbox"/>		
245811964	01/26/2024	Raptor Technologies, LLC	\$625.00	1128	Printed	Expense	<input type="checkbox"/>		

LaGrange Area Dept. of Special Education

Check Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 1/26/2024
From Check: 245811917
From Voucher: 1128

To Date: 1/26/2024
To Check: 245811977
To Voucher: 1128

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
245811965	01/26/2024	Rcm Data Corp.	\$64.54	1128	Printed	Expense	<input type="checkbox"/>		
245811966	01/26/2024	Rickelman, Donna	\$622.92	1128	Printed	Expense	<input type="checkbox"/>		
245811967	01/26/2024	Riggi, Joy A	\$4.95	1128	Printed	Expense	<input type="checkbox"/>		
245811968	01/26/2024	Safeguard Self Storage	\$1,721.00	1128	Printed	Expense	<input type="checkbox"/>		
245811969	01/26/2024	Sased	\$17,322.10	1128	Printed	Expense	<input type="checkbox"/>		
245811970	01/26/2024	Schinkten, Danielle	\$4.95	1128	Printed	Expense	<input type="checkbox"/>		
245811971	01/26/2024	Schroeder, Laura J	\$1,400.00	1128	Printed	Expense	<input type="checkbox"/>		
245811972	01/26/2024	Strejc, Kasey L	\$165.00	1128	Printed	Expense	<input type="checkbox"/>		
245811973	01/26/2024	Sypkens, Maureen B	\$198.34	1128	Printed	Expense	<input type="checkbox"/>		
245811974	01/26/2024	Wallin, Sandra W	\$4.95	1128	Printed	Expense	<input type="checkbox"/>		
245811975	01/26/2024	Walters, Sheila R	\$85.29	1128	Printed	Expense	<input type="checkbox"/>		
245811976	01/26/2024	Warehouse Direct, Inc.	\$160.60	1128	Printed	Expense	<input type="checkbox"/>		
245811977	01/26/2024	WM Corporate Services, Inc	\$620.55	1128	Printed	Expense	<input type="checkbox"/>		

Total Amount: \$155,895.16

End of Report

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION VOUCHER

Voucher No: 1127

Voucher Date: 01/26/2024

Prepared By: 

Printed: 01/25/2024 08:41:33 AM

LAGRANGE AREA DEPT. OF SPECIAL EDUCATION is hereby authorized to draw warrants against LAGRANGE AREA DEPT. OF SPECIAL EDUCATION funds for the sum of \$20,638.97 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2023 to June 30, 2024 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.


Nicholas Peranich

1-25-24
Director of Business Services

LAGRANGE AREA DEPT. OF SPECIAL
EDUCATION

Fund	Amount
10 EDUCATION	\$20,638.97
	\$20,638.97

LaGrange Area Dept. of Special Education

Non-Check Batch Listing

Fiscal Year: 2023-2024

Criteria:

Bank Account: OPERATING 2045 184641

From Date: 01/26/2024

To Date:

From Voucher:

To Voucher:

Account: 184641

01/26/2024	Holy Guardian Angels Parish	\$17,705.97	1127	Posted to G/L AP	<input type="checkbox"/>
01/26/2024	Burcor Properties	\$2,360.00	1127	Posted to G/L AP	<input type="checkbox"/>
01/26/2024	InterpreNet, LTD	\$170.00	1127	Posted to G/L AP	<input type="checkbox"/>
01/26/2024	Richard Rickelman	\$162.50	1127	Posted to G/L AP	<input type="checkbox"/>
01/26/2024	Richard Rickelman	\$240.50	1127	Posted to G/L AP	<input type="checkbox"/>

Total for Fund: 5 Total Amount: \$20,638.97

Total Amount: \$20,638.97

End of Report

LaGrange Area Dept. of Special Education

Function Summary - Revenues

From Date: 1/1/2024

To Date: 1/31/2024

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.4.0000.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$6,669.56)	\$6,669.56	\$0.00	\$6,669.56	0.00%
10.4.1200.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$90.67)	\$90.67	\$0.00	\$90.67	0.00%
10.4.1300.0000.000.0000	UNDESIGNATED	(\$26,618,717.00)	\$0.00	(\$20,085,912.33)	(\$6,532,804.67)	\$0.00	(\$6,532,804.67)	24.54%
10.4.1400.0000.000.0000	UNDESIGNATED	\$0.00	(\$20.00)	(\$150,242.95)	\$150,242.95	\$0.00	\$150,242.95	0.00%
10.4.1500.0000.000.0000	UNDESIGNATED	(\$100,000.00)	\$0.00	(\$54,539.84)	(\$45,460.16)	\$0.00	(\$45,460.16)	45.46%
10.4.1900.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$1,000.00)	\$1,000.00	\$0.00	\$1,000.00	0.00%
10.4.2200.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$5,175.00)	\$5,175.00	\$0.00	\$5,175.00	0.00%
10.4.3100.0000.000.0000	UNDESIGNATED	(\$1,650,105.00)	(\$150,010.00)	(\$900,060.00)	(\$750,045.00)	\$0.00	(\$750,045.00)	45.45%
10.4.3500.0000.000.0000	UNDESIGNATED	(\$110,000.00)	(\$13,067.68)	(\$40,609.76)	(\$69,390.24)	\$0.00	(\$69,390.24)	63.08%
10.4.3700.0000.000.0000	UNDESIGNATED	(\$585,139.00)	\$0.00	(\$292,078.00)	(\$293,061.00)	\$0.00	(\$293,061.00)	50.08%
10.4.4500.0000.000.0000	UNDESIGNATED	(\$313,082.00)	\$0.00	(\$57,910.54)	(\$255,171.46)	\$0.00	(\$255,171.46)	81.50%
10.4.4900.0000.000.0000	UNDESIGNATED	(\$866,658.00)	(\$53,138.00)	(\$719,307.99)	(\$147,350.01)	\$0.00	(\$147,350.01)	17.00%
	FUND: EDUCATION - 10	(\$30,243,701.00)	(\$216,235.68)	(\$22,313,596.64)	(\$7,930,104.36)	\$0.00	(\$7,930,104.36)	26.22%
20.4.1500.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	\$9.43	(\$9.43)	\$0.00	(\$9.43)	0.00%
	FUND: OPERATIONS & MAINTENANCE - 20	\$0.00	\$0.00	\$9.43	(\$9.43)	\$0.00	(\$9.43)	0.00%
99.4.1500.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	(\$167.84)	\$167.84	\$0.00	\$167.84	0.00%
	FUND: ACTIVITY FUND - SHREDDER WORKS - 99	\$0.00	\$0.00	(\$167.84)	\$167.84	\$0.00	\$167.84	0.00%
	Grand Total:	(\$30,243,701.00)	(\$216,235.68)	(\$22,313,755.05)	(\$7,929,945.95)	\$0.00	(\$7,929,945.95)	26.22%

End of Report

LaGrange Area Dept. of Special Education

Monthly Revenues

From Date: 1/1/2024

To Date: 1/31/2024

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.4.0000.0000.000.4000	UNDESIGNATED	\$0.00	\$0.00	(\$6,669.56)	\$6,669.56	\$0.00	\$6,669.56	0.00%
10.4.4950.0000.000.6110	DHS STEP	\$0.00	(\$12,900.00)	(\$209,571.71)	\$209,571.71	\$0.00	\$209,571.71	0.00%
10.4.4998.0000.000.4993	FEDERAL OTHER	\$0.00	(\$40,238.00)	(\$236,198.00)	\$236,198.00	\$0.00	\$236,198.00	0.00%
10.4.1200.1000.000.4000	INSTRUCTION	\$0.00	\$0.00	(\$90.67)	\$90.67	\$0.00	\$90.67	0.00%
10.4.1342.0000.100.1000	SCHOOL TUITION	(\$1,786,216.00)	\$0.00	(\$680,627.66)	(\$1,105,588.34)	\$0.00	(\$1,105,588.34)	61.90%
10.4.1342.0000.100.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$18,105.81)	\$18,105.81	\$0.00	\$18,105.81	0.00%
10.4.1510.0000.100.1000	INTEREST	(\$100,000.00)	\$0.00	(\$54,460.16)	(\$45,460.16)	\$0.00	(\$45,460.16)	45.46%
10.4.3110.0000.100.2000	PERSONNEL REIMBURSEMENT	(\$1,650,105.00)	(\$150,010.00)	(\$900,060.00)	(\$750,045.00)	\$0.00	(\$750,045.00)	45.45%
10.4.3510.0000.100.2000	TRANSPORTION REIMBURSEMENT	(\$52,000.00)	(\$6,272.49)	(\$19,492.69)	(\$32,507.31)	\$0.00	(\$32,507.31)	62.51%
10.4.4900.0000.100.4000	MEDICAID OUTREACH	(\$325,000.00)	\$0.00	(\$273,538.28)	(\$51,461.72)	\$0.00	(\$51,461.72)	15.83%
10.4.1342.0000.300.1000	SCHOOL TUITION	(\$10,810,282.00)	\$0.00	(\$6,965,668.81)	(\$3,844,613.19)	\$0.00	(\$3,844,613.19)	35.56%
10.4.1342.0000.300.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$277,449.40)	\$277,449.40	\$0.00	\$277,449.40	0.00%
10.4.1342.0000.300.1120	SCHOOL TUITION	\$0.00	\$0.00	\$2,579.86	(\$2,579.86)	\$0.00	(\$2,579.86)	0.00%
10.4.1999.0000.300.1000	MISC REVENUES	\$0.00	\$0.00	(\$1,000.00)	\$1,000.00	\$0.00	\$1,000.00	0.00%
10.4.1342.0000.430.1000	SCHOOL TUITION	\$0.00	\$0.00	(\$97,933.20)	\$97,933.20	\$0.00	\$97,933.20	0.00%
10.4.1342.0000.430.1020	SCHOOL TUITION	\$0.00	\$0.00	\$24,576.55	(\$24,576.55)	\$0.00	(\$24,576.55)	0.00%
10.4.1342.0000.436.1000	SCHOOL TUITION	(\$6,293,208.00)	\$0.00	(\$5,363,905.05)	(\$929,302.95)	\$0.00	(\$929,302.95)	14.77%
10.4.1342.0000.436.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$531,763.23)	\$531,763.23	\$0.00	\$531,763.23	0.00%
10.4.1342.0000.440.1000	ECE Classroom	(\$287,040.00)	\$0.00	(\$135,077.71)	(\$151,962.29)	\$0.00	(\$151,962.29)	52.94%
10.4.1342.0000.440.1020	SCHOOL TUITION	\$0.00	\$0.00	\$10,450.05	(\$10,450.05)	\$0.00	(\$10,450.05)	0.00%
10.4.1342.0000.445.1000	SCHOOL TUITION	(\$216,554.00)	\$0.00	(\$128,579.35)	(\$87,974.65)	\$0.00	(\$87,974.65)	40.62%
10.4.1342.0000.445.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$45,492.77)	\$45,492.77	\$0.00	\$45,492.77	0.00%
10.4.1342.0000.453.1000	SCHOOL TUITION	(\$2,791,549.00)	\$0.00	(\$2,041,771.36)	(\$749,777.64)	\$0.00	(\$749,777.64)	26.86%
10.4.1342.0000.453.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$173,411.53)	\$173,411.53	\$0.00	\$173,411.53	0.00%
10.4.1342.0000.454.1000	SCHOOL TUITION	(\$528,298.00)	\$0.00	\$0.00	(\$528,298.00)	\$0.00	(\$528,298.00)	100.00%
10.4.1342.0000.454.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$195,522.18)	\$195,522.18	\$0.00	\$195,522.18	0.00%
10.4.1342.0000.454.1120	SCHOOL TUITION	\$0.00	\$0.00	\$4,168.53	(\$4,168.53)	\$0.00	(\$4,168.53)	0.00%
10.4.1342.0000.455.1000	ED HS	(\$710,106.00)	\$0.00	(\$645,551.60)	(\$64,554.40)	\$0.00	(\$64,554.40)	9.09%
10.4.1342.0000.455.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$36,973.80)	\$36,973.80	\$0.00	\$36,973.80	0.00%
10.4.1342.0000.459.1000	SCHOOL TUITION	(\$90,857.00)	\$0.00	(\$28,320.24)	(\$62,536.76)	\$0.00	(\$62,536.76)	68.83%
10.4.1342.0000.459.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$8,997.28)	\$8,997.28	\$0.00	\$8,997.28	0.00%
10.4.1322.0000.470.1000	SUMMER TUITION	(\$436,198.00)	\$0.00	(\$26,319.70)	(\$409,878.30)	\$0.00	(\$409,878.30)	93.97%
10.4.1342.0000.471.1000	SCHOOL TUITION	\$0.00	\$0.00	(\$233,451.20)	\$233,451.20	\$0.00	\$233,451.20	0.00%
10.4.1342.0000.471.1020	UNDESIGNATED	\$0.00	\$0.00	(\$13,131.63)	\$13,131.63	\$0.00	\$13,131.63	0.00%
10.4.1342.0000.533.1000	SCHOOL TUITION	(\$279,828.00)	\$0.00	\$0.00	(\$279,828.00)	\$0.00	(\$279,828.00)	100.00%
10.4.1342.0000.542.1000	SCHOOL TUITION	(\$2,358,581.00)	\$0.00	(\$2,222,072.96)	(\$136,508.04)	\$0.00	(\$136,508.04)	5.79%
10.4.1342.0000.542.1020	SCHOOL TUITION	\$0.00	\$0.00	(\$257,560.85)	\$257,560.85	\$0.00	\$257,560.85	0.00%
10.4.3510.0000.542.2000	TRANSPORTION REIMBURSEMENT	(\$58,000.00)	(\$6,795.19)	(\$21,117.07)	(\$36,882.93)	\$0.00	(\$36,882.93)	63.59%
10.4.1342.0000.571.1000	SCHOOL TUITION	(\$30,000.00)	\$0.00	\$0.00	(\$30,000.00)	\$0.00	(\$30,000.00)	100.00%
10.4.3705.0000.704.2000	PRESCHOOL FOR ALL	(\$585,139.00)	\$0.00	(\$292,078.00)	(\$293,061.00)	\$0.00	(\$293,061.00)	50.08%
10.4.2210.0000.901.1100	TRAINING	\$0.00	\$0.00	(\$5,175.00)	\$5,175.00	\$0.00	\$5,175.00	0.00%
10.4.4505.0000.903.4000	WIA	(\$313,082.00)	\$0.00	\$0.00	(\$313,082.00)	\$0.00	(\$313,082.00)	100.00%
10.4.4505.0000.903.6220	UNDESIGNATED	\$0.00	\$0.00	(\$57,910.54)	\$57,910.54	\$0.00	\$57,910.54	0.00%
10.4.4950.0000.903.4000	DHS STEP	(\$541,658.00)	\$0.00	\$0.00	(\$541,658.00)	\$0.00	(\$541,658.00)	100.00%
10.4.1400.3141.903.6100	VOC SPEC PRG	\$0.00	\$0.00	(\$150,105.32)	\$150,105.32	\$0.00	\$150,105.32	0.00%
10.4.1400.3141.903.6110	STUDENT STIPENDS	\$0.00	(\$20.00)	(\$137.63)	\$137.63	\$0.00	\$137.63	0.00%
20.4.1510.0000.000.0000	INTEREST	\$0.00	\$0.00	\$9.43	(\$9.43)	\$0.00	(\$9.43)	0.00%
99.4.1510.0000.000.0000	INTEREST	\$0.00	\$0.00	(\$167.84)	\$167.84	\$0.00	\$167.84	0.00%

LaGrange Area Dept. of Special Education

Monthly Revenues

From Date: 1/1/2024

To Date: 1/31/2024

Fiscal Year: 2023-2024

Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range

Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
Grand Total:		(\$30,243,701.00)	(\$216,235.68)	(\$22,313,755.05)	(\$7,929,945.95)	\$0.00	(\$7,929,945.95)	26.22%

End of Report

LaGrange Area Dept. of Special Education

Function Summary - Expenses

From Date: 1/1/2024

To Date: 1/31/2024

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.0400.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	\$2,648.37	(\$2,648.37)	\$0.00	(\$2,648.37)	0.00%
10.5.1000.0000.000.0000	UNDESIGNATED	\$0.00	\$13,979.69	\$68,436.14	(\$68,436.14)	\$83,722.39	(\$152,158.53)	0.00%
10.5.1200.0000.000.0000	UNDESIGNATED	\$8,655,388.54	\$724,064.77	\$4,632,793.26	\$4,022,595.28	\$3,360,519.08	\$662,076.20	7.65%
10.5.1300.0000.000.0000	UNDESIGNATED	\$0.00	\$40.99	\$336,904.64	(\$336,904.64)	\$0.00	(\$336,904.64)	0.00%
10.5.1400.0000.000.0000	UNDESIGNATED	\$895,595.21	\$84,459.02	\$509,137.10	\$386,458.11	\$312,693.48	\$73,764.63	8.24%
10.5.2100.0000.000.0000	UNDESIGNATED	\$14,784,759.79	\$1,295,664.29	\$6,586,428.64	\$8,198,331.15	\$6,597,803.81	\$1,600,527.34	10.83%
10.5.2200.0000.000.0000	UNDESIGNATED	\$286,411.00	\$384.84	\$118,917.27	\$167,493.73	\$2,306.92	\$165,186.81	57.67%
10.5.2300.0000.000.0000	UNDESIGNATED	\$706,244.20	\$33,902.64	\$465,704.96	\$240,539.24	\$110,032.20	\$130,507.04	18.48%
10.5.2400.0000.000.0000	UNDESIGNATED	\$2,062,445.46	\$123,131.45	\$764,414.91	\$1,298,030.55	\$520,062.41	\$777,968.14	37.72%
10.5.2500.0000.000.0000	UNDESIGNATED	\$1,210,669.41	\$138,031.30	\$1,008,423.11	\$202,246.30	\$69,475.96	\$132,770.34	10.97%
10.5.2600.0000.000.0000	UNDESIGNATED	\$1,070,507.39	\$85,527.13	\$582,533.93	\$487,973.46	\$302,779.73	\$185,193.73	17.30%
10.5.3700.0000.000.0000	UNDESIGNATED	\$571,680.00	\$68,597.78	\$157,033.44	\$414,646.56	\$0.00	\$414,646.56	72.53%
10.5.4500.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	\$446.63	(\$446.63)	\$0.00	(\$446.63)	0.00%
10.5.4900.0000.000.0000	UNDESIGNATED	\$0.00	\$150,741.18	\$155,877.07	(\$155,877.07)	\$1,315.93	(\$157,193.00)	0.00%
	FUND: EDUCATION - 10	\$30,243,701.00	\$2,718,525.08	\$15,389,699.47	\$14,854,001.53	\$11,360,711.91	\$3,493,289.62	11.55%
20.5.2300.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	\$6,026.83	(\$6,026.83)	\$0.00	(\$6,026.83)	0.00%
20.5.2500.0000.000.0000	UNDESIGNATED	\$0.00	\$1,140.00	\$8,894.56	(\$8,894.56)	\$0.00	(\$8,894.56)	0.00%
	FUND: OPERATIONS & MAINTENANCE - 20	\$0.00	\$1,140.00	\$14,921.39	(\$14,921.39)	\$0.00	(\$14,921.39)	0.00%
99.5.1400.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	\$45.36	(\$45.36)	\$0.00	(\$45.36)	0.00%
	FUND: ACTIVITY FUND - SHREDDER WORKS - 99	\$0.00	\$0.00	\$45.36	(\$45.36)	\$0.00	(\$45.36)	0.00%
	Grand Total:	\$30,243,701.00	\$2,719,665.08	\$15,404,666.22	\$14,839,034.78	\$11,360,711.91	\$3,478,322.87	11.50%

End of Report

LaGrange Area Dept. of Special Education

Expenditures by Object

From Date: 1/1/2024

To Date: 1/31/2024

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.0.0000.0000.000.0000	UNDESIGNATED	\$0.00	\$0.00	\$5,057.24	(\$5,057.24)	\$0.00	(\$5,057.24)	0.00%
10.0.0000.1000.000.0000	SALARIES, CERTIFIED STAFF	\$11,356,081.47	\$931,267.85	\$4,992,639.43	\$6,363,442.04	\$6,001,624.96	\$361,817.08	3.19%
10.0.0000.1100.000.0000	SALARIES, NON CERTIFIED STAFF	\$9,949,748.23	\$848,005.99	\$4,613,117.77	\$5,336,630.46	\$5,071,809.02	\$264,821.44	2.66%
10.0.0000.1170.000.0000	SALARY-STUDENT	\$20,671.05	\$0.00	\$11,788.19	\$8,882.86	\$0.00	\$8,882.86	42.97%
10.0.0000.2110.000.0000	TEACHER'S RETIREMENT (TRS)	\$223,891.91	\$15,729.64	\$89,290.32	\$134,601.59	\$9,533.76	\$125,067.83	55.86%
10.0.0000.2120.000.0000	MUNICIPAL RETIREMENT	\$337,463.31	\$19,040.67	\$102,498.99	\$234,964.32	\$10,100.16	\$224,864.16	66.63%
10.0.0000.2130.000.0000	FICA	\$604,527.24	\$48,860.28	\$267,869.97	\$336,657.27	\$26,443.00	\$310,214.27	51.32%
10.0.0000.2140.000.0000	MEDICARE	\$303,874.72	\$24,309.26	\$132,396.09	\$171,478.63	\$12,911.46	\$158,567.17	52.18%
10.0.0000.2210.000.0000	LIFE INSURANCE	\$66,393.00	\$2,862.02	\$21,528.86	\$44,864.14	\$1,346.55	\$43,517.59	65.55%
10.0.0000.2220.000.0000	MEDICAL INSURANCE	\$3,663,102.38	\$374,654.92	\$1,763,920.61	\$1,899,181.77	\$192,718.19	\$1,706,463.58	46.59%
10.0.0000.2230.000.0000	DENTAL INSURANCE	\$330,940.02	\$22,518.70	\$113,499.97	\$217,440.05	\$12,077.88	\$205,362.17	62.05%
10.0.0000.2240.000.0000	LONGTERM CARE	\$0.00	\$0.00	\$4,204.10	(\$4,204.10)	\$0.00	(\$4,204.10)	0.00%
10.0.0000.2300.000.0000	TUITION REIMBURSEMENT	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	100.00%
10.0.0000.3050.000.0000	APPS AND SOFTWARE	\$45,605.00	\$7,401.80	\$54,140.99	(\$8,535.99)	\$1,289.58	(\$9,825.57)	-21.54%
10.0.0000.3090.000.0000	Undesignated	\$13,500.00	\$0.00	\$16,113.60	(\$2,613.60)	\$0.00	(\$2,613.60)	-19.36%
10.0.0000.3100.000.0000	PROFESSIONAL TECHNICAL SERVICE	\$203,701.70	\$47,073.15	\$315,772.13	(\$112,070.43)	\$1,297.12	(\$113,367.55)	-55.65%
10.0.0000.3120.000.0000	INSERVICE TRAINING-CONSULTANTS	\$36,350.00	\$0.00	\$1,546.24	\$34,803.76	\$0.00	\$34,803.76	95.75%
10.0.0000.3140.000.0000	Undesignated	\$15,675.00	\$17,322.10	\$22,754.20	(\$7,079.20)	\$0.00	(\$7,079.20)	-45.16%
10.0.0000.3150.000.0000	LOW INCIDENT DIAGNOSTIC TESTIN	\$1,800.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$1,800.00	100.00%
10.0.0000.3160.000.0000	Undesignated	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.0.0000.3170.000.0000	AUDIT FEE-FINANCIAL	\$135,000.00	\$9,250.00	\$33,800.00	\$101,200.00	\$0.00	\$101,200.00	74.96%
10.0.0000.3180.000.0000	LEGAL FEE-CONTRACTUAL	\$15,000.00	\$285.00	\$10,627.00	\$4,373.00	\$0.00	\$4,373.00	29.15%
10.0.0000.3190.000.0000	OTHER PROFESSIONAL/TECHNICAL (\$1,500.00	\$8,335.98	\$79,838.37	(\$78,338.37)	\$0.00	(\$78,338.37)	-5222.56%
10.0.0000.3210.000.0000	PROPERTY SERVICES-DISPOSAL	\$25,500.00	\$620.55	\$3,729.51	\$21,770.49	\$0.00	\$21,770.49	85.37%
10.0.0000.3220.000.0000	CUSTODIAL/CLEANING SERVICES	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.0.0000.3230.000.0000	REPAIRS AND MAINTENANCE SERVIC	\$53,050.00	\$17,081.27	\$47,553.60	\$5,496.40	\$0.00	\$5,496.40	10.36%
10.0.0000.3250.000.0000	ROOM RENTALS	\$1,249,270.99	\$33,546.62	\$1,735,435.28	(\$486,164.29)	\$0.00	(\$486,164.29)	-38.92%
10.0.0000.3310.000.0000	PUPIL TRANSPORTATION	\$52,149.00	\$11,742.44	\$22,323.17	\$29,825.83	\$0.00	\$29,825.83	57.19%
10.0.0000.3320.000.0000	Undesignated	\$92,400.00	\$223.15	\$36,605.71	\$55,794.29	\$195.00	\$55,599.29	60.17%
10.0.0000.3390.000.0000	Undesignated	\$90,036.98	\$5,305.81	\$27,791.82	\$62,245.16	\$7,052.18	\$55,192.98	61.30%
10.0.0000.3400.000.0000	COMMUNICATION-TELEPHONE	\$45,910.00	\$7,080.40	\$28,376.70	\$17,533.30	\$4,907.22	\$12,626.08	27.50%
10.0.0000.3500.000.0000	MARKETING	\$9,862.50	\$2,919.56	\$8,095.41	\$1,767.09	\$0.00	\$1,767.09	17.92%
10.0.0000.3600.000.0000	PRINTING AND BINDING	\$1,757.50	\$0.00	\$0.00	\$1,757.50	\$0.00	\$1,757.50	100.00%
10.0.0000.3700.000.0000	PROPERTY SERVICES-WATER SERVIC	\$3,000.00	\$0.00	\$1,070.33	\$1,929.67	\$0.00	\$1,929.67	64.32%
10.0.0000.3800.000.0000	UNEMPLOYMENT	\$950.00	\$450.00	\$900.00	\$50.00	\$0.00	\$50.00	5.26%
10.0.0000.3820.000.0000	SCHOOL BOARD LIABILITY	\$216,900.00	\$0.00	\$182,306.00	\$34,594.00	\$0.00	\$34,594.00	15.95%
10.0.0000.3900.000.0000	SOFTWARE LICENSES	\$7,500.00	\$1,690.00	\$905.69	\$6,594.31	\$0.00	\$6,594.31	87.92%
10.0.0000.4100.000.0000	OFFICE SUPPLIES LESS \$499	\$167,500.00	\$24,823.99	\$109,902.69	\$57,597.31	\$1,424.59	\$56,172.72	33.54%
10.0.0000.4110.000.0000	Undesignated	\$70,300.00	\$150.53	\$54,172.36	\$16,127.64	\$174.99	\$15,952.65	22.69%
10.0.0000.4120.000.0000	CLASSROOM MATERIALS 1	\$16,700.00	\$667.95	\$6,584.39	\$10,115.61	\$239.90	\$9,875.71	59.14%
10.0.0000.4130.000.0000	CLASSROOM MATERIALS 9	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$7,000.00	100.00%
10.0.0000.4190.000.0000	Undesignated	\$4,100.00	\$0.00	\$0.00	\$4,100.00	\$0.00	\$4,100.00	100.00%
10.0.0000.4300.000.0000	LIBRARY BOOKS	\$3,750.00	\$0.00	\$1,154.33	\$2,595.67	\$118.35	\$2,477.32	66.06%
10.0.0000.4600.000.0000	ELECTRICITY	\$0.00	\$5,766.53	\$19,210.44	(\$19,210.44)	\$0.00	(\$19,210.44)	0.00%
10.0.0000.4700.000.0000	SYSTEMS SOFTWARE	\$2,500.00	\$0.00	\$1,250.23	\$1,249.77	\$0.00	\$1,249.77	49.99%
10.0.0000.5400.000.0000	EQUIPMENT OVER \$5,000	\$30,000.00	\$11,301.60	\$11,301.60	\$18,698.40	\$0.00	\$18,698.40	62.33%
10.0.0000.6400.000.0000	DUES AND FEES	\$25,734.00	\$0.00	\$21,803.76	\$3,930.24	\$0.00	\$3,930.24	15.27%
10.0.0000.6600.000.0000	FLOW THOUGH	\$566,000.00	\$218,237.32	\$297,790.57	\$268,209.43	\$0.00	\$268,209.43	47.39%
10.0.0000.7000.000.0000	EQUIPMENT \$500 TO \$4999	\$152,505.00	\$0.00	\$119,031.81	\$33,473.19	\$5,448.00	\$28,025.19	18.38%
	FUND: EDUCATION - 10	\$30,243,701.00	\$2,718,525.08	\$15,389,699.47	\$14,854,001.53	\$11,360,711.91	\$3,493,289.62	11.55%

LaGrange Area Dept. of Special Education

Expenditures by Object

From Date: 1/1/2024

To Date: 1/31/2024

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
20.0.0000.3100.000.0000	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$1,140.00	\$7,148.00	(\$7,148.00)	\$0.00	(\$7,148.00)	0.00%
20.0.0000.3190.000.0000	OTHER PROFESSIONAL/TECHNICAL (\$0.00	\$0.00	\$6,026.83	(\$6,026.83)	\$0.00	(\$6,026.83)	0.00%
20.0.0000.3230.000.0000	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$1,746.56	(\$1,746.56)	\$0.00	(\$1,746.56)	0.00%
	FUND: OPERATIONS & MAINTENANCE - 20	\$0.00	\$1,140.00	\$14,921.39	(\$14,921.39)	\$0.00	(\$14,921.39)	0.00%
99.0.0000.4100.000.0000	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$45.36	(\$45.36)	\$0.00	(\$45.36)	0.00%
	FUND: ACTIVITY FUND - SHREDDER WORKS - 99	\$0.00	\$0.00	\$45.36	(\$45.36)	\$0.00	(\$45.36)	0.00%
Grand Total:		\$30,243,701.00	\$2,719,665.08	\$15,404,666.22	\$14,839,034.78	\$11,360,711.91	\$3,478,322.87	11.50%

End of Report

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 1/1/2024

To Date: 1/31/2024

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.0481.0000.000.9903	UNDESIGNATED	\$0.00	\$0.00	\$2,648.37	(\$2,648.37)	\$0.00	(\$2,648.37)	0.00%
10.5.4900.6600.000.1100	FLOW THOUGH	\$0.00	\$149,665.26	\$149,665.26	(\$149,665.26)	\$0.00	(\$149,665.26)	0.00%
10.5.2210.1005.100.4993	STIPENDS-CERTIFIED	\$0.00	\$0.00	\$2,400.00	(\$2,400.00)	\$0.00	(\$2,400.00)	0.00%
10.5.2210.2140.100.4993	MEDICARE	\$0.00	\$0.00	\$34.44	(\$34.44)	\$0.00	(\$34.44)	0.00%
10.5.2630.7000.259.6110	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$2,254.95	(\$2,254.95)	\$0.00	(\$2,254.95)	0.00%
10.5.2540.4100.300.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$90.72	(\$90.72)	\$0.00	(\$90.72)	0.00%
10.5.1200.4118.301.1100	CURRICULUM	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
10.5.2630.7000.301.1100	EQUIPMENT \$500 TO \$4999	\$850.00	\$0.00	\$0.00	\$850.00	\$0.00	\$850.00	100.00%
10.5.2110.3100.302.1100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$349.82	\$1,390.16	(\$1,390.16)	\$0.00	(\$1,390.16)	0.00%
10.5.2410.3100.302.1100	PROFESSIONAL TECHNICAL SERVICE	\$1,451.70	\$0.00	\$0.00	\$1,451.70	\$0.00	\$1,451.70	100.00%
10.5.2630.3196.302.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$1,150.00	(\$1,150.00)	\$0.00	(\$1,150.00)	0.00%
10.5.2630.3230.302.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,000.00	\$0.00	\$35.97	\$964.03	\$0.00	\$964.03	96.40%
10.5.1200.3399.302.1100	TRAVEL LOCAL MILEAGE	\$56.98	\$0.00	\$0.00	\$56.98	\$0.00	\$56.98	100.00%
10.5.2570.3400.302.1100	COMMUNICATION-TELEPHONE	\$0.00	\$379.38	\$2,279.39	(\$2,279.39)	\$0.00	(\$2,279.39)	0.00%
10.5.2570.3401.302.1100	COMMUNICATION-POSTAGE	\$0.00	\$320.38	\$400.76	(\$400.76)	\$0.00	(\$400.76)	0.00%
10.5.1200.4100.302.1100	OFFICE SUPPLIES LESS \$499	\$500.00	\$0.00	\$413.53	\$86.47	\$0.00	\$86.47	17.29%
10.5.1200.4199.302.1100	PPE/Covid Supplies	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2630.7000.302.1100	EQUIPMENT \$500 TO \$4999	\$2,400.00	\$0.00	\$2,697.00	(\$297.00)	\$0.00	(\$297.00)	-12.38%
10.5.1322.1000.318.1110	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$14,520.00	(\$14,520.00)	\$0.00	(\$14,520.00)	0.00%
10.5.1322.1000.318.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$17,330.00	(\$17,330.00)	\$0.00	(\$17,330.00)	0.00%
10.5.1322.1100.318.1110	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$2,970.00	(\$2,970.00)	\$0.00	(\$2,970.00)	0.00%
10.5.1322.1100.318.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$9,570.00	(\$9,570.00)	\$0.00	(\$9,570.00)	0.00%
10.5.1322.2110.318.1110	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$127.87	(\$127.87)	\$0.00	(\$127.87)	0.00%
10.5.1322.2110.318.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$167.13	(\$167.13)	\$0.00	(\$167.13)	0.00%
10.5.1322.2120.318.1110	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$68.76	(\$68.76)	\$0.00	(\$68.76)	0.00%
10.5.1322.2120.318.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$229.63	(\$229.63)	\$0.00	(\$229.63)	0.00%
10.5.1322.2130.318.1110	FICA	\$0.00	\$0.00	\$180.64	(\$180.64)	\$0.00	(\$180.64)	0.00%
10.5.1322.2130.318.1111	FICA	\$0.00	\$0.00	\$654.72	(\$654.72)	\$0.00	(\$654.72)	0.00%
10.5.1322.2140.318.1110	MEDICARE	\$0.00	\$0.00	\$252.82	(\$252.82)	\$0.00	(\$252.82)	0.00%
10.5.1322.2140.318.1111	MEDICARE	\$0.00	\$0.00	\$390.10	(\$390.10)	\$0.00	(\$390.10)	0.00%
10.5.1322.3399.318.1120	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$36.55	(\$36.55)	\$0.00	(\$36.55)	0.00%
10.5.2410.1000.320.4993	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$3,000.00	(\$3,000.00)	\$0.00	(\$3,000.00)	0.00%
10.5.2410.2110.320.4993	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$37.50	(\$37.50)	\$0.00	(\$37.50)	0.00%
10.5.2130.2140.320.1100	MEDICARE	\$0.00	\$0.48	\$2.37	(\$2.37)	\$0.24	(\$2.61)	0.00%
10.5.2410.2140.320.4993	MEDICARE	\$0.00	\$0.00	\$43.50	(\$43.50)	\$0.00	(\$43.50)	0.00%
10.5.2130.3100.320.1100	PROFESSIONAL TECHNICAL SERVICE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2130.3107.320.1100	CONTRACTUAL SERVICES	\$0.00	\$23,062.29	\$120,816.32	(\$120,816.32)	\$0.00	(\$120,816.32)	0.00%
10.5.2130.3400.320.1100	COMMUNICATION-TELEPHONE	\$0.00	\$36.00	\$162.00	(\$162.00)	\$198.00	(\$360.00)	0.00%
10.5.2130.4100.320.1100	OFFICE SUPPLIES LESS \$499	\$5,000.00	\$0.00	\$276.60	\$4,723.40	\$0.00	\$4,723.40	94.47%
10.5.2630.7000.320.1100	EQUIPMENT \$500 TO \$4999	\$3,000.00	\$0.00	\$719.20	\$2,280.80	\$0.00	\$2,280.80	76.03%
10.5.2630.3050.321.1100	APPS AND SOFTWARE	\$400.00	\$358.20	\$366.18	\$33.82	\$0.00	\$33.82	8.46%
10.5.2131.3100.321.1100	PROFESSIONAL TECHNICAL SERVICE	\$5,000.00	\$0.00	\$139.00	\$4,861.00	\$0.00	\$4,861.00	97.22%
10.5.2131.3107.321.1100	CONTRACTUAL SERVICES	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	100.00%
10.5.2630.3230.321.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,000.00	\$0.00	\$265.00	\$1,735.00	\$0.00	\$1,735.00	86.75%
10.5.2570.3250.321.1100	ROOM RENTALS	\$2,250.00	\$757.24	\$5,146.16	(\$2,896.16)	\$0.00	(\$2,896.16)	-128.72%
10.5.2131.3399.321.1100	TRAVEL LOCAL MILEAGE	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.2570.3400.321.1100	COMMUNICATION-TELEPHONE	\$0.00	\$94.84	\$569.82	(\$569.82)	\$0.00	(\$569.82)	0.00%
10.5.2570.3401.321.1100	COMMUNICATION-POSTAGE	\$0.00	\$80.09	\$100.18	(\$100.18)	\$0.00	(\$100.18)	0.00%
10.5.2131.4100.321.1100	OFFICE SUPPLIES LESS \$499	\$5,500.00	\$0.00	\$2,074.97	\$3,425.03	\$0.00	\$3,425.03	62.27%
10.5.2630.7000.321.1100	EQUIPMENT \$500 TO \$4999	\$9,750.00	\$0.00	\$9,125.50	\$624.50	\$0.00	\$624.50	6.41%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 1/1/2024

To Date: 1/31/2024

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2132.3107.322.1100	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$3,375.00	(\$3,375.00)	\$0.00	(\$3,375.00)	0.00%
10.5.2140.3100.323.1100	PROFESSIONAL TECHNICAL SERVICE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2570.3400.323.1100	COMMUNICATION-TELEPHONE	\$0.00	\$94.84	\$569.82	(\$569.82)	\$0.00	(\$569.82)	0.00%
10.5.2570.3401.323.1100	COMMUNICATION-POSTAGE	\$0.00	\$80.09	\$100.18	(\$100.18)	\$0.00	(\$100.18)	0.00%
10.5.2140.4100.323.1100	OFFICE SUPPLIES LESS \$499	\$18,000.00	\$0.00	\$4,836.39	\$13,163.61	\$293.80	\$12,869.81	71.50%
10.5.2150.6400.323.1100	DUES AND FEES	\$0.00	\$0.00	\$685.00	(\$685.00)	\$0.00	(\$685.00)	0.00%
10.5.2140.7000.323.1100	EQUIPMENT \$500 TO \$4999	\$10,000.00	\$0.00	\$1,814.40	\$8,185.60	\$0.00	\$8,185.60	81.86%
10.5.2630.7000.323.1100	EQUIPMENT \$500 TO \$4999	\$5,400.00	\$0.00	\$5,394.00	\$6.00	\$0.00	\$6.00	0.11%
10.5.2630.3050.324.1100	APPS AND SOFTWARE	\$150.00	\$0.00	\$0.00	\$150.00	\$0.00	\$150.00	100.00%
10.5.2132.3100.324.1100	PROFESSIONAL TECHNICAL SERVICE	\$10,250.00	\$0.00	\$0.00	\$10,250.00	\$0.00	\$10,250.00	100.00%
10.5.2630.3230.324.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2570.3250.324.1100	ROOM RENTALS	\$2,500.00	\$378.62	\$2,669.58	(\$169.58)	\$0.00	(\$169.58)	-6.78%
10.5.2132.3399.324.1100	TRAVEL LOCAL MILEAGE	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
10.5.2570.3400.324.1100	COMMUNICATION-TELEPHONE	\$0.00	\$94.84	\$569.82	(\$569.82)	\$0.00	(\$569.82)	0.00%
10.5.2570.3401.324.1100	COMMUNICATION-POSTAGE	\$0.00	\$80.09	\$100.18	(\$100.18)	\$0.00	(\$100.18)	0.00%
10.5.2132.4100.324.1100	OFFICE SUPPLIES LESS \$499	\$4,500.00	\$0.00	\$873.19	\$3,626.81	\$0.00	\$3,626.81	80.60%
10.5.2210.6400.324.1100	DUES AND FEES	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2132.7000.324.1100	EQUIPMENT \$500 TO \$4999	\$4,880.00	\$0.00	\$0.00	\$4,880.00	\$0.00	\$4,880.00	100.00%
10.5.2630.7000.324.1100	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$6,690.00	(\$6,690.00)	\$0.00	(\$6,690.00)	0.00%
10.5.2630.3050.326.1100	APPS AND SOFTWARE	\$1,000.00	\$358.20	\$358.20	\$641.80	\$0.00	\$641.80	64.18%
10.5.2150.3107.326.1100	CONTRACTUAL SERVICES	\$10,000.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	100.00%
10.5.2630.3230.326.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2150.3399.326.1100	TRAVEL LOCAL MILEAGE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2570.3400.326.1100	COMMUNICATION-TELEPHONE	\$0.00	\$94.84	\$569.82	(\$569.82)	\$0.00	(\$569.82)	0.00%
10.5.2570.3401.326.1100	COMMUNICATION-POSTAGE	\$0.00	\$80.09	\$100.18	(\$100.18)	\$0.00	(\$100.18)	0.00%
10.5.2150.4100.326.1100	OFFICE SUPPLIES LESS \$499	\$2,500.00	\$0.00	\$693.82	\$1,806.18	\$0.00	\$1,806.18	72.25%
10.5.2150.4118.326.1100	CURRICULUM	\$3,500.00	\$0.00	\$1,503.95	\$1,996.05	\$0.00	\$1,996.05	57.03%
10.5.2630.7000.326.1100	EQUIPMENT \$500 TO \$4999	\$11,440.00	\$0.00	\$11,750.99	(\$310.99)	\$0.00	(\$310.99)	-2.72%
10.5.1200.1105.333.1100	STIPENDS- NON CERTIFIED	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$7,000.00	100.00%
10.5.1020.1000.360.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$320.00	\$320.00	(\$320.00)	\$400.00	(\$720.00)	0.00%
10.5.1020.2140.360.1100	MEDICARE	\$0.00	\$4.64	\$4.64	(\$4.64)	\$5.80	(\$10.44)	0.00%
10.5.1020.3399.360.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$22.73	\$22.73	(\$22.73)	\$0.00	(\$22.73)	0.00%
10.5.2630.3050.430.1100	APPS AND SOFTWARE	\$0.00	\$1,791.00	\$1,791.00	(\$1,791.00)	\$0.00	(\$1,791.00)	0.00%
10.5.1200.3100.430.4993	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$4,130.00	\$12,296.67	(\$12,296.67)	\$0.00	(\$12,296.67)	0.00%
10.5.2550.3100.430.1100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$1,120.00	(\$1,120.00)	\$0.00	(\$1,120.00)	0.00%
10.5.2630.3150.430.1100	LOW INCIDENT DIAGNOSTIC TESTIN	\$1,800.00	\$0.00	\$0.00	\$1,800.00	\$0.00	\$1,800.00	100.00%
10.5.1200.3196.430.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$2,353.00	(\$2,353.00)	\$0.00	(\$2,353.00)	0.00%
10.5.2630.3230.430.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,350.00	\$0.00	\$713.00	\$637.00	\$0.00	\$637.00	47.19%
10.5.2570.3250.430.1020	ROOM RENTALS	\$0.00	\$0.00	\$150,785.00	(\$150,785.00)	\$0.00	(\$150,785.00)	0.00%
10.5.2570.3250.430.1100	ROOM RENTALS	\$200,000.00	\$0.00	\$0.00	\$200,000.00	\$0.00	\$200,000.00	100.00%
10.5.2570.3251.430.1100	COPIER RENTAL	\$0.00	\$173.43	\$173.43	(\$173.43)	\$0.00	(\$173.43)	0.00%
10.5.2550.3310.430.1100	PUPIL TRANSPORTATION	\$9,050.00	\$0.00	\$0.00	\$9,050.00	\$0.00	\$9,050.00	100.00%
10.5.2550.3310.430.1120	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$1,662.90	(\$1,662.90)	\$0.00	(\$1,662.90)	0.00%
10.5.1200.3399.430.1100	TRAVEL LOCAL MILEAGE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.1200.4100.430.1100	OFFICE SUPPLIES LESS \$499	\$11,800.00	\$433.72	\$1,113.08	\$10,686.92	\$91.86	\$10,595.06	89.79%
10.5.1200.4100.430.1120	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$71.96	(\$71.96)	\$0.00	(\$71.96)	0.00%
10.5.1200.4100.430.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$2,079.72	(\$2,079.72)	\$0.00	(\$2,079.72)	0.00%
10.5.2130.4103.430.1100	MEDICAL SUPPLIES	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
10.5.1200.4104.430.1100	INK	\$5,000.00	\$0.00	\$424.65	\$4,575.35	\$0.00	\$4,575.35	91.51%
10.5.1200.4118.430.1100	CURRICULUM	\$35,000.00	\$27.80	\$28,841.91	\$6,158.09	\$174.99	\$5,983.10	17.09%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 1/1/2024

To Date: 1/31/2024

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1200.4120.430.1100	CLASSROOM MATERIALS 1	\$800.00	\$0.00	\$162.98	\$637.02	\$0.00	\$637.02	79.63%
10.5.1200.4121.430.1100	CLASSROOM MATERIALS 2	\$800.00	\$25.98	\$81.94	\$718.06	\$0.00	\$718.06	89.76%
10.5.1200.4122.430.1100	CLASSROOM MATERIALS 3	\$800.00	\$144.12	\$144.12	\$655.88	\$116.54	\$539.34	67.42%
10.5.1200.4122.430.1120	CLASSROOM MATERIALS 3	\$0.00	\$27.89	\$27.89	(\$27.89)	\$0.00	(\$27.89)	0.00%
10.5.1200.4122.430.4993	CLASSROOM MATERIALS 3	\$0.00	\$66.78	\$66.78	(\$66.78)	\$26.99	(\$93.77)	0.00%
10.5.1200.4123.430.1100	CLASSROOM MATERIALS 4	\$800.00	\$0.00	\$698.15	\$101.85	\$0.00	\$101.85	12.73%
10.5.1200.4124.430.1100	CLASSROOM MATERIALS 5	\$800.00	\$0.00	\$909.89	(\$109.89)	\$0.00	(\$109.89)	-13.74%
10.5.1200.4125.430.1100	CLASSROOM MATERIALS 6	\$1,000.00	\$0.00	\$87.07	\$912.93	\$0.00	\$912.93	91.29%
10.5.1200.4126.430.1100	CLASSROOM MATERIALS 7	\$800.00	\$0.00	\$183.63	\$616.37	\$36.95	\$579.42	72.43%
10.5.1200.4127.430.1100	CLASSROOM MATERIALS 8	\$800.00	\$0.00	\$29.23	\$770.77	\$0.00	\$770.77	96.35%
10.5.1200.4128.430.1100	CLASSROOM MATERIALS 9	\$800.00	\$0.00	\$645.98	\$154.02	\$0.00	\$154.02	19.25%
10.5.1200.4129.430.1100	CLASSROOM MATERIALS 10	\$800.00	\$0.00	\$146.57	\$653.43	\$0.00	\$653.43	81.68%
10.5.1200.4130.430.1100	CLASSROOM MATERIALS 9	\$7,000.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$7,000.00	100.00%
10.5.1200.4199.430.1100	PPE/Covid Supplies	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2630.7000.430.1100	EQUIPMENT \$500 TO \$4999	\$18,380.00	\$0.00	\$9,419.92	\$8,960.08	\$0.00	\$8,960.08	48.75%
10.5.2630.3050.436.1100	APPS AND SOFTWARE	\$0.00	\$1,432.80	\$1,432.80	(\$1,432.80)	\$0.00	(\$1,432.80)	0.00%
10.5.2215.3099.436.1100	INFINITEC FLOW-FEE	\$1,350.00	\$0.00	\$0.00	\$1,350.00	\$0.00	\$1,350.00	100.00%
10.5.1200.3107.436.1100	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$137.71	(\$137.71)	\$0.00	(\$137.71)	0.00%
10.5.1200.3196.436.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$2,601.00	\$5,172.00	(\$5,172.00)	\$0.00	(\$5,172.00)	0.00%
10.5.1200.3230.436.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.2630.3230.436.1100	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$778.85	(\$778.85)	\$0.00	(\$778.85)	0.00%
10.5.2570.3250.436.1020	ROOM RENTALS	\$0.00	\$0.00	\$137,200.00	(\$137,200.00)	\$0.00	(\$137,200.00)	0.00%
10.5.2570.3250.436.1100	ROOM RENTALS	\$150,000.00	\$344.20	\$2,337.80	\$147,662.20	\$0.00	\$147,662.20	98.44%
10.5.2570.3251.436.1100	COPIER RENTAL	\$0.00	\$0.00	\$394.22	(\$394.22)	\$0.00	(\$394.22)	0.00%
10.5.2550.3310.436.1100	PUPIL TRANSPORTATION	\$6,600.00	\$539.00	\$539.00	\$6,061.00	\$0.00	\$6,061.00	91.83%
10.5.2550.3310.436.1120	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$1,988.25	(\$1,988.25)	\$0.00	(\$1,988.25)	0.00%
10.5.1200.3399.436.1100	TRAVEL LOCAL MILEAGE	\$2,250.00	\$0.00	\$35.37	\$2,214.63	\$0.00	\$2,214.63	98.43%
10.5.2570.3400.436.1100	COMMUNICATION-TELEPHONE	\$750.00	\$284.53	\$1,709.52	(\$959.52)	\$0.00	(\$959.52)	-127.94%
10.5.2570.3401.436.1100	COMMUNICATION-POSTAGE	\$0.00	\$93.44	\$116.88	(\$116.88)	\$0.00	(\$116.88)	0.00%
10.5.1200.4100.436.1100	OFFICE SUPPLIES LESS \$499	\$7,000.00	\$85.90	\$3,777.14	\$3,222.86	\$39.99	\$3,182.87	45.47%
10.5.1200.4100.436.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$202.60	(\$202.60)	\$0.00	(\$202.60)	0.00%
10.5.1200.4103.436.1100	MEDICAL SUPPLIES	\$2,500.00	\$0.00	\$453.86	\$2,046.14	\$248.00	\$1,798.14	71.93%
10.5.1200.4104.436.1100	INK	\$3,500.00	\$214.32	\$1,866.19	\$1,633.81	\$0.00	\$1,633.81	46.68%
10.5.1200.4118.436.1100	CURRICULUM	\$15,000.00	\$0.00	\$10,717.37	\$4,282.63	\$0.00	\$4,282.63	28.55%
10.5.1200.4120.436.1100	CLASSROOM MATERIALS 1	\$800.00	\$36.87	\$182.00	\$618.00	\$0.00	\$618.00	77.25%
10.5.1200.4121.436.1100	CLASSROOM MATERIALS 2	\$800.00	\$8.00	\$529.81	\$270.19	\$0.00	\$270.19	33.77%
10.5.1200.4122.436.1100	CLASSROOM MATERIALS 3	\$800.00	\$212.52	\$427.66	\$372.34	\$0.00	\$372.34	46.54%
10.5.1200.4123.436.1100	CLASSROOM MATERIALS 4	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.1200.4124.436.1100	CLASSROOM MATERIALS 5	\$800.00	\$0.00	\$481.30	\$318.70	\$0.00	\$318.70	39.84%
10.5.1200.4125.436.1100	CLASSROOM MATERIALS 6	\$800.00	\$35.25	\$468.29	\$331.71	\$49.95	\$281.76	35.22%
10.5.1200.4126.436.1100	CLASSROOM MATERIALS 7	\$800.00	\$83.33	\$281.77	\$518.23	\$9.47	\$508.76	63.60%
10.5.1200.4127.436.1100	CLASSROOM MATERIALS 8	\$800.00	\$27.21	\$499.27	\$300.73	\$0.00	\$300.73	37.59%
10.5.1200.4128.436.1100	CLASSROOM MATERIALS 9	\$800.00	\$0.00	\$99.00	\$701.00	\$0.00	\$701.00	87.63%
10.5.1200.4129.436.1100	CLASSROOM MATERIALS 10	\$800.00	\$0.00	\$246.18	\$553.82	\$0.00	\$553.82	69.23%
10.5.2215.4700.436.1100	SYSTEMS SOFTWARE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.2210.6400.436.1100	DUES AND FEES	\$425.00	\$0.00	\$0.00	\$425.00	\$0.00	\$425.00	100.00%
10.5.1200.7000.436.1100	EQUIPMENT \$500 TO \$4999	\$8,400.00	\$0.00	\$2,270.14	\$6,129.86	\$0.00	\$6,129.86	72.97%
10.5.2630.7000.436.1100	EQUIPMENT \$500 TO \$4999	\$9,300.00	\$0.00	\$3,594.00	\$5,706.00	\$0.00	\$5,706.00	61.35%
10.5.1200.3050.440.1100	APPS AND SOFTWARE	\$0.00	\$0.00	\$2,700.00	(\$2,700.00)	\$0.00	(\$2,700.00)	0.00%
10.5.3705.3050.440.1100	APPS AND SOFTWARE	\$0.00	\$0.00	\$1,721.25	(\$1,721.25)	\$0.00	(\$1,721.25)	0.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 1/1/2024

To Date: 1/31/2024

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2630.3230.440.1100	REPAIRS AND MAINTENANCE SERVIC	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2570.3250.440.1020	ROOM RENTALS	\$0.00	\$0.00	\$20,530.00	(\$20,530.00)	\$0.00	(\$20,530.00)	0.00%
10.5.2570.3250.440.1100	ROOM RENTALS	\$17,500.00	\$0.00	\$0.00	\$17,500.00	\$0.00	\$17,500.00	100.00%
10.5.2210.3325.440.1100	CONFERENCE REGISTRATION	\$0.00	\$0.00	\$225.00	(\$225.00)	\$0.00	(\$225.00)	0.00%
10.5.1200.3399.440.1100	TRAVEL LOCAL MILEAGE	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.1200.4100.440.1100	OFFICE SUPPLIES LESS \$499	\$700.00	\$0.00	\$632.32	\$67.68	\$0.00	\$67.68	9.67%
10.5.1200.4104.440.1100	INK	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1200.4118.440.1100	CURRICULUM	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.1200.4120.440.1100	CLASSROOM MATERIALS 1	\$500.00	\$0.00	\$114.98	\$385.02	\$0.00	\$385.02	77.00%
10.5.1200.4199.440.1100	PPE/Covid Supplies	\$600.00	\$0.00	\$0.00	\$600.00	\$0.00	\$600.00	100.00%
10.5.2630.7000.440.1100	EQUIPMENT \$500 TO \$4999	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2630.3230.445.1100	REPAIRS AND MAINTENANCE SERVIC	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2570.3250.445.1100	ROOM RENTALS	\$22,568.53	\$0.00	\$15,000.00	\$7,568.53	\$0.00	\$7,568.53	33.54%
10.5.2150.3399.445.1100	TRAVEL LOCAL MILEAGE	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.1200.4100.445.1100	OFFICE SUPPLIES LESS \$499	\$2,300.00	\$0.00	\$236.85	\$2,063.15	\$10.45	\$2,052.70	89.25%
10.5.2630.7000.445.1100	EQUIPMENT \$500 TO \$4999	\$1,600.00	\$0.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	100.00%
10.5.1200.3104.453.1100	MIS SERVICES	\$0.00	\$0.00	\$289.92	(\$289.92)	\$0.00	(\$289.92)	0.00%
10.5.1200.3196.453.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$2,867.49	\$18,083.74	(\$18,083.74)	\$0.00	(\$18,083.74)	0.00%
10.5.2630.3230.453.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,000.00	\$0.00	\$528.61	\$1,471.39	\$0.00	\$1,471.39	73.57%
10.5.2570.3250.453.1020	ROOM RENTALS	\$0.00	\$0.00	\$77,687.00	(\$77,687.00)	\$0.00	(\$77,687.00)	0.00%
10.5.2570.3250.453.1100	ROOM RENTALS	\$160,000.00	\$4,171.69	\$85,792.08	\$74,207.92	\$0.00	\$74,207.92	46.38%
10.5.2570.3251.453.1100	COPIER RENTAL	\$0.00	\$12.06	\$59.62	(\$59.62)	\$0.00	(\$59.62)	0.00%
10.5.2550.3310.453.1100	PUPIL TRANSPORTATION	\$7,200.00	\$3,234.00	\$3,234.00	\$3,966.00	\$0.00	\$3,966.00	55.08%
10.5.2550.3310.453.1120	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$542.25	(\$542.25)	\$0.00	(\$542.25)	0.00%
10.5.2550.3310.453.4993	PUPIL TRANSPORTATION	\$0.00	\$5,494.97	\$6,656.47	(\$6,656.47)	\$0.00	(\$6,656.47)	0.00%
10.5.1200.3399.453.1100	TRAVEL LOCAL MILEAGE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.2570.3400.453.1100	COMMUNICATION-TELEPHONE	\$2,100.00	\$636.91	\$2,061.98	\$38.02	\$0.00	\$38.02	1.81%
10.5.2570.3401.453.1100	COMMUNICATION-POSTAGE	\$0.00	\$80.09	\$100.18	(\$100.18)	\$0.00	(\$100.18)	0.00%
10.5.2630.3900.453.1100	SOFTWARE LICENSES	\$3,000.00	\$0.00	\$572.09	\$2,427.91	\$0.00	\$2,427.91	80.93%
10.5.1200.4100.453.1100	OFFICE SUPPLIES LESS \$499	\$15,000.00	\$355.94	\$13,916.14	\$1,083.86	\$503.23	\$580.63	3.87%
10.5.1200.4100.453.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$225.67	(\$225.67)	\$0.00	(\$225.67)	0.00%
10.5.1200.4101.453.1100	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$278.54	(\$278.54)	\$0.00	(\$278.54)	0.00%
10.5.1200.4104.453.1100	INK	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.1200.4118.453.1100	CURRICULUM	\$8,000.00	\$0.00	\$6,496.20	\$1,503.80	\$0.00	\$1,503.80	18.80%
10.5.1200.6400.453.1100	DUES AND FEES	\$6,000.00	\$0.00	\$5,040.00	\$960.00	\$0.00	\$960.00	16.00%
10.5.1200.7000.453.4993	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$20,196.95	(\$20,196.95)	\$5,448.00	(\$25,644.95)	0.00%
10.5.2630.7000.453.1100	EQUIPMENT \$500 TO \$4999	\$11,700.00	\$0.00	\$6,839.89	\$4,860.11	\$0.00	\$4,860.11	41.54%
10.5.1322.1000.454.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$17,251.71	(\$17,251.71)	\$0.00	(\$17,251.71)	0.00%
10.5.1322.2110.454.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$215.68	(\$215.68)	\$0.00	(\$215.68)	0.00%
10.5.1322.2130.454.1111	FICA	\$0.00	\$0.00	\$110.18	(\$110.18)	\$0.00	(\$110.18)	0.00%
10.5.1322.2140.454.1111	MEDICARE	\$0.00	\$0.00	\$243.02	(\$243.02)	\$0.00	(\$243.02)	0.00%
10.5.2410.3100.454.1100	PROFESSIONAL TECHNICAL SERVICE	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
10.5.1200.3399.454.1100	TRAVEL LOCAL MILEAGE	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.5.2570.3400.454.1100	COMMUNICATION-TELEPHONE	\$2,100.00	\$0.00	\$0.00	\$2,100.00	\$0.00	\$2,100.00	100.00%
10.5.2570.3401.454.1100	COMMUNICATION-POSTAGE	\$0.00	\$80.09	\$100.18	(\$100.18)	\$0.00	(\$100.18)	0.00%
10.5.1200.4100.454.1100	OFFICE SUPPLIES LESS \$499	\$1,500.00	\$14.77	\$14.77	\$1,485.23	\$0.00	\$1,485.23	99.02%
10.5.1200.4101.454.1100	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$82.26	(\$82.26)	\$0.00	(\$82.26)	0.00%
10.5.1200.7000.454.1100	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$3,596.00	(\$3,596.00)	\$0.00	(\$3,596.00)	0.00%
10.5.2630.7000.454.1100	EQUIPMENT \$500 TO \$4999	\$3,600.00	\$0.00	\$0.00	\$3,600.00	\$0.00	\$3,600.00	100.00%
10.5.2630.3050.455.1100	APPS AND SOFTWARE	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 1/1/2024

To Date: 1/31/2024

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1200.3100.455.1100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$415.93	(\$415.93)	\$0.00	(\$415.93)	0.00%
10.5.1200.3104.455.1100	MIS SERVICES	\$0.00	\$0.00	\$289.92	(\$289.92)	\$0.00	(\$289.92)	0.00%
10.5.2540.3104.455.1100	MIS SERVICES	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1200.3196.455.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$2,867.49	\$13,014.69	(\$13,014.69)	\$0.00	(\$13,014.69)	0.00%
10.5.2540.3210.455.1100	PROPERTY SERVICES-DISPOSAL	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2630.3230.455.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.2570.3250.455.1100	ROOM RENTALS	\$68,785.46	\$1,787.86	\$36,767.17	\$32,018.29	\$0.00	\$32,018.29	46.55%
10.5.2550.3310.455.1100	PUPIL TRANSPORTATION	\$4,000.00	\$1,655.50	\$1,655.50	\$2,344.50	\$0.00	\$2,344.50	58.61%
10.5.2550.3310.455.1120	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$108.48	(\$108.48)	\$0.00	(\$108.48)	0.00%
10.5.1200.3399.455.1100	TRAVEL LOCAL MILEAGE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2540.3400.455.1100	COMMUNICATION-TELEPHONE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2540.3401.455.1100	COMMUNICATION-POSTAGE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2540.3700.455.1100	PROPERTY SERVICES-WATER SERVIC	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.1200.4100.455.1020	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	(\$23.54)	\$23.54	\$0.00	\$23.54	0.00%
10.5.1200.4100.455.1100	OFFICE SUPPLIES LESS \$499	\$6,000.00	\$247.37	\$3,435.64	\$2,564.36	\$0.00	\$2,564.36	42.74%
10.5.2630.4100.455.1100	OFFICE SUPPLIES LESS \$499	\$3,500.00	\$0.00	\$0.00	\$3,500.00	\$0.00	\$3,500.00	100.00%
10.5.1200.4104.455.1100	INK	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.1200.4118.455.1000	CURRICULUM	\$0.00	\$80.63	\$799.50	(\$799.50)	\$0.00	(\$799.50)	0.00%
10.5.1200.4118.455.1100	CURRICULUM	\$3,000.00	\$0.00	\$551.86	\$2,448.14	\$0.00	\$2,448.14	81.60%
10.5.1200.6400.455.1100	DUES AND FEES	\$2,200.00	\$0.00	\$1,260.00	\$940.00	\$0.00	\$940.00	42.73%
10.5.2630.7000.455.1100	EQUIPMENT \$500 TO \$4999	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.1400.1100.459.6220	SALARIES, NON CERTIFIED STAFF	\$0.00	\$2,500.00	\$12,500.00	(\$12,500.00)	\$17,500.00	(\$30,000.00)	0.00%
10.5.4950.1104.459.6100	AIDE SALARIES	\$0.00	\$0.00	\$328.20	(\$328.20)	\$0.00	(\$328.20)	0.00%
10.5.1400.2120.459.6220	MUNICIPAL RETIREMENT	\$0.00	\$56.26	\$284.42	(\$284.42)	\$28.13	(\$312.55)	0.00%
10.5.1400.2130.459.6220	FICA	\$0.00	\$142.22	\$711.98	(\$711.98)	\$71.11	(\$783.09)	0.00%
10.5.1400.2140.459.6220	MEDICARE	\$0.00	\$33.26	\$166.54	(\$166.54)	\$16.63	(\$183.17)	0.00%
10.5.1400.2210.459.6220	LIFE INSURANCE	\$0.00	\$3.22	\$21.62	(\$21.62)	\$1.61	(\$23.23)	0.00%
10.5.1400.2220.459.6220	MEDICAL INSURANCE	\$0.00	\$720.88	\$3,548.80	(\$3,548.80)	\$360.44	(\$3,909.24)	0.00%
10.5.1400.2230.459.6220	DENTAL INSURANCE	\$0.00	\$46.52	\$232.60	(\$232.60)	\$23.26	(\$255.86)	0.00%
10.5.1400.3230.459.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.1400.3310.459.1100	PUPIL TRANSPORTATION	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.2550.3310.459.6110	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$605.00	(\$605.00)	\$0.00	(\$605.00)	0.00%
10.5.1400.4100.459.1100	OFFICE SUPPLIES LESS \$499	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
10.5.1400.4100.459.6100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	(\$1,000.00)	\$1,000.00	\$0.00	\$1,000.00	0.00%
10.5.4950.4100.459.6100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$1,275.60	(\$1,275.60)	\$0.00	(\$1,275.60)	0.00%
10.5.1400.4199.459.1100	PPE/Covid Supplies	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1400.7000.459.1100	EQUIPMENT \$500 TO \$4999	\$7,600.00	\$0.00	\$0.00	\$7,600.00	\$0.00	\$7,600.00	100.00%
10.5.2630.7000.459.1100	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$3,475.01	(\$3,475.01)	\$0.00	(\$3,475.01)	0.00%
10.5.2150.1000.470.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$3,110.00	(\$3,110.00)	\$0.00	(\$3,110.00)	0.00%
10.5.2410.1000.470.1110	SALARIES, CERTIFIED STAFF	\$160,000.00	\$0.00	\$0.00	\$160,000.00	\$0.00	\$160,000.00	100.00%
10.5.1200.1005.470.1110	STIPENDS-CERTIFIED	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	100.00%
10.5.1200.1100.470.1110	SALARIES, NON CERTIFIED STAFF	\$100,000.00	\$0.00	\$0.00	\$100,000.00	\$0.00	\$100,000.00	100.00%
10.5.2130.1100.470.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$4,180.00	(\$4,180.00)	\$0.00	(\$4,180.00)	0.00%
10.5.2131.1100.470.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$2,760.00	(\$2,760.00)	\$0.00	(\$2,760.00)	0.00%
10.5.2610.1100.470.1110	SALARIES, NON CERTIFIED STAFF	\$6,500.00	\$0.00	\$0.00	\$6,500.00	\$0.00	\$6,500.00	100.00%
10.5.1200.2110.470.1110	TEACHER'S RETIREMENT (TRS)	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.2130.2110.470.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$12.50	(\$12.50)	\$0.00	(\$12.50)	0.00%
10.5.2150.2110.470.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$38.88	(\$38.88)	\$0.00	(\$38.88)	0.00%
10.5.2410.2110.470.1110	TEACHER'S RETIREMENT (TRS)	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	100.00%
10.5.1200.2120.470.1110	MUNICIPAL RETIREMENT	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	100.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 1/1/2024

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 Include pre encumbrance
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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2130.2120.470.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$71.55	(\$71.55)	\$0.00	(\$71.55)	0.00%
10.5.2131.2120.470.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$47.25	(\$47.25)	\$0.00	(\$47.25)	0.00%
10.5.2610.2120.470.1110	MUNICIPAL RETIREMENT	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.1200.2130.470.1110	FICA	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
10.5.2130.2130.470.1111	FICA	\$0.00	\$0.00	\$197.16	(\$197.16)	\$0.00	(\$197.16)	0.00%
10.5.2131.2130.470.1111	FICA	\$0.00	\$0.00	\$171.12	(\$171.12)	\$0.00	(\$171.12)	0.00%
10.5.2150.2130.470.1111	FICA	\$0.00	\$0.00	\$13.64	(\$13.64)	\$0.00	(\$13.64)	0.00%
10.5.2610.2130.470.1110	FICA	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1200.2140.470.1110	MEDICARE	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.2130.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$60.61	(\$60.61)	\$0.00	(\$60.61)	0.00%
10.5.2131.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$40.02	(\$40.02)	\$0.00	(\$40.02)	0.00%
10.5.2150.2140.470.1111	MEDICARE	\$0.00	\$0.00	\$44.00	(\$44.00)	\$0.00	(\$44.00)	0.00%
10.5.2410.2140.470.1110	MEDICARE	\$120.00	\$0.00	\$0.00	\$120.00	\$0.00	\$120.00	100.00%
10.5.2610.2140.470.1110	MEDICARE	\$125.00	\$0.00	\$0.00	\$125.00	\$0.00	\$125.00	100.00%
10.5.2410.2210.470.1110	LIFE INSURANCE	\$20.00	\$0.00	\$0.00	\$20.00	\$0.00	\$20.00	100.00%
10.5.2610.2210.470.1110	LIFE INSURANCE	\$25.00	\$0.00	\$0.00	\$25.00	\$0.00	\$25.00	100.00%
10.5.2410.2220.470.1110	MEDICAL INSURANCE	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.2610.2220.470.1110	MEDICAL INSURANCE	\$4,200.00	\$0.00	\$0.00	\$4,200.00	\$0.00	\$4,200.00	100.00%
10.5.2410.2230.470.1110	DENTAL INSURANCE	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2610.2230.470.1110	DENTAL INSURANCE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1200.3250.470.1110	ROOM RENTALS	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.1322.3250.470.1100	ROOM RENTALS	\$0.00	\$0.00	\$179.28	(\$179.28)	\$0.00	(\$179.28)	0.00%
10.5.2570.3250.470.1020	ROOM RENTALS	\$0.00	\$0.00	\$61,195.44	(\$61,195.44)	\$0.00	(\$61,195.44)	0.00%
10.5.2570.3250.470.1100	ROOM RENTALS	\$0.00	\$240.94	\$1,454.18	(\$1,454.18)	\$0.00	(\$1,454.18)	0.00%
10.5.2570.3250.470.1110	ROOM RENTALS	\$75,000.00	\$0.00	\$0.00	\$75,000.00	\$0.00	\$75,000.00	100.00%
10.5.1200.3399.470.1110	TRAVEL LOCAL MILEAGE	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.1200.4100.470.1110	OFFICE SUPPLIES LESS \$499	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.1322.4100.470.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$1,551.06	(\$1,551.06)	\$0.00	(\$1,551.06)	0.00%
10.5.1200.4100.472.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$104.00	(\$104.00)	\$0.00	(\$104.00)	0.00%
10.5.1322.1000.480.1110	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$800.00	(\$800.00)	\$0.00	(\$800.00)	0.00%
10.5.1322.1000.480.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$40.00	\$93,819.32	(\$93,819.32)	\$0.00	(\$93,819.32)	0.00%
10.5.1322.1100.480.1110	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$1,180.00	(\$1,180.00)	\$0.00	(\$1,180.00)	0.00%
10.5.1322.1100.480.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$150,367.37	(\$150,367.37)	\$0.00	(\$150,367.37)	0.00%
10.5.2131.1100.480.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$330.00	(\$330.00)	\$0.00	(\$330.00)	0.00%
10.5.1322.2110.480.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.50	\$1,069.09	(\$1,069.09)	\$0.00	(\$1,069.09)	0.00%
10.5.1322.2120.480.1110	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$44.55	(\$44.55)	\$0.00	(\$44.55)	0.00%
10.5.1322.2120.480.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$1,083.20	(\$1,083.20)	\$0.00	(\$1,083.20)	0.00%
10.5.2131.2120.480.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$7.43	(\$7.43)	\$0.00	(\$7.43)	0.00%
10.5.1322.2130.480.1110	FICA	\$0.00	\$0.00	\$122.76	(\$122.76)	\$0.00	(\$122.76)	0.00%
10.5.1322.2130.480.1111	FICA	\$0.00	\$0.00	\$9,143.63	(\$9,143.63)	\$0.00	(\$9,143.63)	0.00%
10.5.2131.2130.480.1111	FICA	\$0.00	\$0.00	\$18.92	(\$18.92)	\$0.00	(\$18.92)	0.00%
10.5.1322.2140.480.1110	MEDICARE	\$0.00	\$0.00	\$28.71	(\$28.71)	\$0.00	(\$28.71)	0.00%
10.5.1322.2140.480.1111	MEDICARE	\$0.00	\$0.49	\$3,538.80	(\$3,538.80)	\$0.00	(\$3,538.80)	0.00%
10.5.2131.2140.480.1111	MEDICARE	\$0.00	\$0.00	\$4.42	(\$4.42)	\$0.00	(\$4.42)	0.00%
10.5.1322.1100.535.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$2,048.31	(\$2,048.31)	\$0.00	(\$2,048.31)	0.00%
10.5.1322.2120.535.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$46.65	(\$46.65)	\$0.00	(\$46.65)	0.00%
10.5.1322.2130.535.1111	FICA	\$0.00	\$0.00	\$127.00	(\$127.00)	\$0.00	(\$127.00)	0.00%
10.5.1322.2140.535.1111	MEDICARE	\$0.00	\$0.00	\$29.70	(\$29.70)	\$0.00	(\$29.70)	0.00%
10.5.1342.0000.542.1020	UNDESIGNATED	\$0.00	\$0.00	\$586.00	(\$586.00)	\$0.00	(\$586.00)	0.00%
10.5.1342.0000.542.1100	UNDESIGNATED	\$0.00	\$0.00	\$1,822.87	(\$1,822.87)	\$0.00	(\$1,822.87)	0.00%

LaGrange Area Dept. of Special Education

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10.5.1207.1100.542.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$700.00	(\$700.00)	\$462.50	(\$1,162.50)	0.00%
10.5.1207.2120.542.1100	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$16.24	(\$16.24)	\$10.40	(\$26.64)	0.00%
10.5.1207.2130.542.1100	FICA	\$0.00	\$0.00	\$39.95	(\$39.95)	\$27.16	(\$67.11)	0.00%
10.5.1207.2140.542.1100	MEDICARE	\$0.00	\$0.00	\$9.34	(\$9.34)	\$6.35	(\$15.69)	0.00%
10.5.2630.3050.542.1100	APPS AND SOFTWARE	\$0.00	\$179.10	\$179.10	(\$179.10)	\$0.00	(\$179.10)	0.00%
10.5.1207.3100.542.1100	PROFESSIONAL TECHNICAL SERVICE	\$30,000.00	\$1,908.24	\$25,051.48	\$4,948.52	\$0.00	\$4,948.52	16.50%
10.5.1207.3102.542.1100	ADMINSTRATIVE FEES/BUILDING	\$35,000.00	\$2,360.00	\$16,520.00	\$18,480.00	\$0.00	\$18,480.00	52.80%
10.5.1342.3104.542.1120	MIS SERVICES	\$0.00	\$0.00	\$185.00	(\$185.00)	\$0.00	(\$185.00)	0.00%
10.5.1207.3120.542.1100	INSERVICE TRAINING-CONSULTANTS	\$1,350.00	\$0.00	\$0.00	\$1,350.00	\$0.00	\$1,350.00	100.00%
10.5.1207.3142.542.1100	LOW INCIDENT DIAGNOSTIC TESTIN	\$0.00	\$17,322.10	\$8,576.20	(\$8,576.20)	\$0.00	(\$8,576.20)	0.00%
10.5.2550.3196.542.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$101.04	(\$101.04)	\$0.00	(\$101.04)	0.00%
10.5.1207.3230.542.1100	REPAIRS AND MAINTENANCE SERVIC	\$3,000.00	\$28.78	\$57.56	\$2,942.44	\$0.00	\$2,942.44	98.08%
10.5.1207.3250.542.1100	ROOM RENTALS	\$525,000.00	\$0.00	\$541,599.72	(\$16,599.72)	\$0.00	(\$16,599.72)	-3.16%
10.5.1207.3250.542.1120	ROOM RENTALS	\$0.00	\$0.00	\$515,591.10	(\$515,591.10)	\$0.00	(\$515,591.10)	0.00%
10.5.2570.3251.542.1100	COPIER RENTAL	\$2,500.00	\$87.58	\$597.53	\$1,902.47	\$0.00	\$1,902.47	76.10%
10.5.2570.3251.542.1120	COPIER RENTAL	\$0.00	\$0.00	\$81.23	(\$81.23)	\$0.00	(\$81.23)	0.00%
10.5.2550.3310.542.1100	PUPIL TRANSPORTATION	\$20,000.00	\$818.97	\$3,889.77	\$16,110.23	\$0.00	\$16,110.23	80.55%
10.5.2550.3310.542.1120	PUPIL TRANSPORTATION	\$0.00	\$0.00	\$746.55	(\$746.55)	\$0.00	(\$746.55)	0.00%
10.5.1207.3322.542.1100	EXPENSE REIMBURSEMENT	\$450.00	\$0.00	\$0.00	\$450.00	\$0.00	\$450.00	100.00%
10.5.1207.3325.542.1100	CONFERENCE REGISTRATION	\$1,150.00	\$0.00	\$130.00	\$1,020.00	\$195.00	\$825.00	71.74%
10.5.1207.3395.542.1100	CONFERENCE EXPENSE	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.1207.3399.542.1100	TRAVEL LOCAL MILEAGE	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.2570.3400.542.1100	COMMUNICATION-TELEPHONE	\$3,500.00	\$0.00	\$149.03	\$3,350.97	\$0.00	\$3,350.97	95.74%
10.5.2570.3401.542.1100	COMMUNICATION-POSTAGE	\$0.00	\$240.31	\$300.62	(\$300.62)	\$0.00	(\$300.62)	0.00%
10.5.1207.3900.542.1100	SOFTWARE LICENSES	\$4,500.00	\$1,690.00	\$1,690.00	\$2,810.00	\$0.00	\$2,810.00	62.44%
10.5.1207.4100.542.1100	OFFICE SUPPLIES LESS \$499	\$3,000.00	\$46.61	\$1,224.23	\$1,775.77	\$41.48	\$1,734.29	57.81%
10.5.2630.4100.542.1100	OFFICE SUPPLIES LESS \$499	\$8,000.00	\$0.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00	100.00%
10.5.1207.4101.542.1100	Supplies (DHH community based	\$0.00	\$186.78	\$1,169.64	(\$1,169.64)	\$0.00	(\$1,169.64)	0.00%
10.5.1207.4101.542.1111	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$586.30	(\$586.30)	\$0.00	(\$586.30)	0.00%
10.5.1207.4102.542.1100	DHH SCHOLARSHIPS	\$0.00	\$0.00	(\$8,757.23)	\$8,757.23	\$0.00	\$8,757.23	0.00%
10.5.1200.4118.542.1020	CURRICULUM	\$0.00	\$0.00	\$209.00	(\$209.00)	\$0.00	(\$209.00)	0.00%
10.5.1200.4118.542.1100	CURRICULUM	\$0.00	\$0.00	\$447.43	(\$447.43)	\$0.00	(\$447.43)	0.00%
10.5.1200.4118.542.1120	CURRICULUM	\$0.00	\$0.00	\$1,563.04	(\$1,563.04)	\$0.00	(\$1,563.04)	0.00%
10.5.1207.4118.542.1100	CURRICULUM	\$800.00	\$42.10	\$3,042.10	(\$2,242.10)	\$0.00	(\$2,242.10)	-280.26%
10.5.1207.6400.542.1100	DUES AND FEES	\$0.00	\$0.00	\$11,141.53	(\$11,141.53)	\$0.00	(\$11,141.53)	0.00%
10.5.1207.7000.542.1100	EQUIPMENT \$500 TO \$4999	\$20,000.00	\$0.00	\$1,941.17	\$18,058.83	\$0.00	\$18,058.83	90.29%
10.5.1342.7000.542.1120	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$805.75	(\$805.75)	\$0.00	(\$805.75)	0.00%
10.5.2630.7000.542.1100	EQUIPMENT \$500 TO \$4999	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.1207.1000.571.1110	SALARIES, CERTIFIED STAFF	\$17,000.00	\$0.00	\$0.00	\$17,000.00	\$0.00	\$17,000.00	100.00%
10.5.1322.1000.571.1111	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$1,880.00	(\$1,880.00)	\$0.00	(\$1,880.00)	0.00%
10.5.1322.1100.571.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$1,893.13	(\$1,893.13)	\$0.00	(\$1,893.13)	0.00%
10.5.1207.1104.571.1110	AIDE SALARIES	\$3,000.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	100.00%
10.5.1207.2110.571.1110	TEACHER'S RETIREMENT (TRS)	\$234.00	\$0.00	\$0.00	\$234.00	\$0.00	\$234.00	100.00%
10.5.1322.2110.571.1111	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$23.50	(\$23.50)	\$0.00	(\$23.50)	0.00%
10.5.1207.2120.571.1110	MUNICIPAL RETIREMENT	\$333.00	\$0.00	\$0.00	\$333.00	\$0.00	\$333.00	100.00%
10.5.1322.2120.571.1111	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$38.08	(\$38.08)	\$0.00	(\$38.08)	0.00%
10.5.1207.2130.571.1110	FICA	\$188.00	\$0.00	\$0.00	\$188.00	\$0.00	\$188.00	100.00%
10.5.1322.2130.571.1111	FICA	\$0.00	\$0.00	\$117.37	(\$117.37)	\$0.00	(\$117.37)	0.00%
10.5.1207.2140.571.1110	MEDICARE	\$286.00	\$0.00	\$0.00	\$286.00	\$0.00	\$286.00	100.00%
10.5.1322.2140.571.1111	MEDICARE	\$0.00	\$0.00	\$54.70	(\$54.70)	\$0.00	(\$54.70)	0.00%

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10.5.1207.2210.571.1110	LIFE INSURANCE	\$14.00	\$0.00	\$0.00	\$14.00	\$0.00	\$14.00	100.00%
10.5.1207.2220.571.1110	MEDICAL INSURANCE	\$3,691.00	\$0.00	\$0.00	\$3,691.00	\$0.00	\$3,691.00	100.00%
10.5.1207.2230.571.1110	DENTAL INSURANCE	\$154.00	\$0.00	\$0.00	\$154.00	\$0.00	\$154.00	100.00%
10.5.1207.3399.571.1110	TRAVEL LOCAL MILEAGE	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
10.5.1207.4100.571.1110	OFFICE SUPPLIES LESS \$499	\$5,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	100.00%
10.5.3705.3050.704.2100	APPS AND SOFTWARE	\$0.00	\$0.00	\$6,966.00	(\$6,966.00)	\$0.00	(\$6,966.00)	0.00%
10.5.3705.3100.704.2100	PROFESSIONAL TECHNICAL SERVICE	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	100.00%
10.5.3705.4100.704.2100	OFFICE SUPPLIES LESS \$499	\$4,680.00	\$25.72	\$220.88	\$4,459.12	\$0.00	\$4,459.12	95.28%
10.5.3705.6600.704.2100	FLOW THOUGH	\$566,000.00	\$68,572.06	\$148,125.31	\$417,874.69	\$0.00	\$417,874.69	73.83%
10.5.2570.3250.900.1100	ROOM RENTALS	\$0.00	\$17,705.97	\$52,207.98	(\$52,207.98)	\$0.00	(\$52,207.98)	0.00%
10.5.2570.3251.900.1100	COPIER RENTAL	\$0.00	\$0.00	\$64.79	(\$64.79)	\$0.00	(\$64.79)	0.00%
10.5.2570.3401.900.1100	COMMUNICATION-POSTAGE	\$0.00	\$13.35	\$16.70	(\$16.70)	\$0.00	(\$16.70)	0.00%
10.5.2210.1005.901.1100	STIPENDS-CERTIFIED	\$25,000.00	\$0.00	\$5,840.96	\$19,159.04	\$1,650.00	\$17,509.04	70.04%
10.5.2540.1100.901.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$3,757.50	(\$3,757.50)	\$0.00	(\$3,757.50)	0.00%
10.5.2540.1100.901.1111	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$1,245.00	(\$1,245.00)	\$0.00	(\$1,245.00)	0.00%
10.5.2210.2110.901.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$64.49	(\$64.49)	\$20.64	(\$85.13)	0.00%
10.5.2210.2120.901.1100	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$15.32	(\$15.32)	\$0.00	(\$15.32)	0.00%
10.5.2210.2130.901.1100	FICA	\$0.00	\$0.00	\$41.71	(\$41.71)	\$0.00	(\$41.71)	0.00%
10.5.2540.2130.901.1100	FICA	\$0.00	\$0.00	\$232.97	(\$232.97)	\$0.00	(\$232.97)	0.00%
10.5.2540.2130.901.1111	FICA	\$0.00	\$0.00	\$77.19	(\$77.19)	\$0.00	(\$77.19)	0.00%
10.5.2130.2140.901.1100	MEDICARE	\$0.00	\$0.38	\$1.71	(\$1.71)	\$0.19	(\$1.90)	0.00%
10.5.2210.2140.901.1100	MEDICARE	\$0.00	\$0.00	\$81.08	(\$81.08)	\$22.29	(\$103.37)	0.00%
10.5.2540.2140.901.1100	MEDICARE	\$0.00	\$0.00	\$54.49	(\$54.49)	\$0.00	(\$54.49)	0.00%
10.5.2540.2140.901.1111	MEDICARE	\$0.00	\$0.00	\$18.05	(\$18.05)	\$0.00	(\$18.05)	0.00%
10.5.2510.2210.901.1100	LIFE INSURANCE	\$0.00	\$0.00	\$4,280.76	(\$4,280.76)	\$0.00	(\$4,280.76)	0.00%
10.5.2410.2240.901.1100	LONGTERM CARE	\$0.00	\$0.00	\$840.82	(\$840.82)	\$0.00	(\$840.82)	0.00%
10.5.2210.2300.901.1100	TUITION REIMBURSEMENT	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	100.00%
10.5.2210.3050.901.1100	APPS AND SOFTWARE	\$0.00	\$0.00	\$250.00	(\$250.00)	\$0.00	(\$250.00)	0.00%
10.5.2320.3050.901.1100	APPS AND SOFTWARE	\$0.00	\$0.00	\$300.00	(\$300.00)	\$0.00	(\$300.00)	0.00%
10.5.2630.3050.901.1100	APPS AND SOFTWARE	\$8,751.00	\$0.00	\$10,246.71	(\$1,495.71)	\$595.00	(\$2,090.71)	-23.89%
10.5.2215.3099.901.1100	INFINITEC FLOW-FEE	\$10,800.00	\$0.00	\$3,222.72	\$7,577.28	\$0.00	\$7,577.28	70.16%
10.5.2210.3100.901.1100	PROFESSIONAL TECHNICAL SERVICE	\$7,300.00	\$0.00	\$3,686.88	\$3,613.12	\$0.00	\$3,613.12	49.49%
10.5.2210.3100.901.1120	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$382.50	(\$382.50)	\$0.00	(\$382.50)	0.00%
10.5.2210.3100.901.4993	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$5,740.80	(\$5,740.80)	\$0.00	(\$5,740.80)	0.00%
10.5.2320.3100.901.1020	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$22,137.97	(\$22,137.97)	\$0.00	(\$22,137.97)	0.00%
10.5.2320.3100.901.1100	PROFESSIONAL TECHNICAL SERVICE	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.2320.3100.901.1120	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$888.22	(\$888.22)	\$0.00	(\$888.22)	0.00%
10.5.2540.3100.901.1020	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	100.00%
10.5.2610.3100.901.1100	PROFESSIONAL TECHNICAL SERVICE	\$25,000.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	100.00%
10.5.2320.3101.901.1100	ADMINSTRATIVE FEES	\$5,600.00	\$0.00	\$11,310.00	(\$5,710.00)	\$0.00	(\$5,710.00)	-101.96%
10.5.2510.3101.901.1100	ADMINSTRATIVE FEES	\$0.00	\$48.10	\$220.70	(\$220.70)	\$0.00	(\$220.70)	0.00%
10.5.2510.3101.901.1120	ADMINSTRATIVE FEES	\$0.00	\$0.00	\$3.90	(\$3.90)	\$0.00	(\$3.90)	0.00%
10.5.2630.3104.901.1100	MIS SERVICES	\$2,500.00	\$0.00	\$4,781.55	(\$2,281.55)	\$0.00	(\$2,281.55)	-91.26%
10.5.2510.3107.901.1100	CONTRACTUAL SERVICES	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2540.3107.901.1100	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$235.26	(\$235.26)	\$0.00	(\$235.26)	0.00%
10.5.2640.3107.901.1100	CONTRACTUAL SERVICES	\$600.00	\$150.00	\$4,200.00	(\$3,600.00)	\$0.00	(\$3,600.00)	-600.00%
10.5.2640.3107.901.1120	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$4,550.00	(\$4,550.00)	\$0.00	(\$4,550.00)	0.00%
10.5.2210.3120.901.1100	INSERVICE TRAINING-CONSULTANTS	\$35,000.00	\$0.00	\$1,546.24	\$33,453.76	\$0.00	\$33,453.76	95.58%
10.5.2320.3170.901.1100	AUDIT FEE-FINANCIAL	\$5,400.00	\$1,850.00	\$6,650.00	(\$1,250.00)	\$0.00	(\$1,250.00)	-23.15%
10.5.2520.3170.901.1100	AUDIT FEE-FINANCIAL	\$0.00	\$0.00	\$550.00	(\$550.00)	\$0.00	(\$550.00)	0.00%
10.5.2320.3172.901.1100	TREASURER'S FEE	\$21,600.00	\$0.00	\$0.00	\$21,600.00	\$0.00	\$21,600.00	100.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 1/1/2024

To Date: 1/31/2024

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2320.3180.901.1100	LEGAL FEE-CONTRACTUAL	\$3,000.00	\$0.00	\$3,042.75	(\$42.75)	\$0.00	(\$42.75)	-1.43%
10.5.2320.3180.901.1120	LEGAL FEE-CONTRACTUAL	\$0.00	\$0.00	\$256.50	(\$256.50)	\$0.00	(\$256.50)	0.00%
10.5.2320.3194.901.1100	ARCHITECT FEES	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.2210.3196.901.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$19,125.00	(\$19,125.00)	\$0.00	(\$19,125.00)	0.00%
10.5.2540.3196.901.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$631.60	(\$631.60)	\$0.00	(\$631.60)	0.00%
10.5.2540.3196.901.1120	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$1,474.00	(\$1,474.00)	\$0.00	(\$1,474.00)	0.00%
10.5.2320.3199.901.1100	TRANSLATION SERVICES	\$0.00	\$0.00	\$254.10	(\$254.10)	\$0.00	(\$254.10)	0.00%
10.5.2540.3210.901.1100	PROPERTY SERVICES-DISPOSAL	\$25,000.00	\$620.55	\$3,729.51	\$21,270.49	\$0.00	\$21,270.49	85.08%
10.5.2540.3220.901.1100	CUSTODIAL/CLEANING SERVICES	\$2,500.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$2,500.00	100.00%
10.5.2215.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2540.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$30,000.00	\$0.00	\$14,661.60	\$15,338.40	\$0.00	\$15,338.40	51.13%
10.5.2540.3230.901.2002	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$8,237.50	\$8,237.50	(\$8,237.50)	\$0.00	(\$8,237.50)	0.00%
10.5.2540.3230.901.4993	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$8,736.00	\$21,230.23	(\$21,230.23)	\$0.00	(\$21,230.23)	0.00%
10.5.2550.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$108.42	(\$108.42)	\$0.00	(\$108.42)	0.00%
10.5.2630.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$2,000.00	\$0.00	\$52.79	\$1,947.21	\$0.00	\$1,947.21	97.36%
10.5.2210.3250.901.1100	ROOM RENTALS	\$10,500.00	\$0.00	\$2,609.82	\$7,890.18	\$0.00	\$7,890.18	75.14%
10.5.2215.3251.901.1100	COPIER RENTAL	\$148.00	\$0.00	\$0.00	\$148.00	\$0.00	\$148.00	100.00%
10.5.2570.3251.901.1100	COPIER RENTAL	\$2,000.00	\$177.41	\$2,262.45	(\$262.45)	\$0.00	(\$262.45)	-13.12%
10.5.2210.3322.901.1100	EXPENSE REIMBURSEMENT	\$15,550.00	\$0.00	\$7,785.70	\$7,764.30	\$0.00	\$7,764.30	49.93%
10.5.2320.3322.901.1100	EXPENSE REIMBURSEMENT	\$50.00	\$0.00	\$0.00	\$50.00	\$0.00	\$50.00	100.00%
10.5.2210.3325.901.1100	CONFERENCE REGISTRATION	\$75,000.00	\$223.15	\$25,588.01	\$49,411.99	\$0.00	\$49,411.99	65.88%
10.5.2510.3325.901.1100	CONFERENCE REGISTRATION	\$0.00	\$0.00	\$2,255.00	(\$2,255.00)	\$0.00	(\$2,255.00)	0.00%
10.5.2210.3395.901.1100	CONFERENCE EXPENSE	\$55,000.00	\$0.00	\$1,477.84	\$53,522.16	\$0.00	\$53,522.16	97.31%
10.5.1200.3399.901.1100	TRAVEL LOCAL MILEAGE	\$1,070.00	\$0.00	\$0.00	\$1,070.00	\$0.00	\$1,070.00	100.00%
10.5.2210.3399.901.1100	TRAVEL LOCAL MILEAGE	\$500.00	\$70.41	\$200.56	\$299.44	\$0.00	\$299.44	59.89%
10.5.2215.3399.901.1100	TRAVEL LOCAL MILEAGE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2320.3399.901.1100	TRAVEL LOCAL MILEAGE	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2510.3399.901.1100	TRAVEL LOCAL MILEAGE	\$400.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00	100.00%
10.5.2630.3399.901.1100	TRAVEL LOCAL MILEAGE	\$60.00	\$9.61	\$136.00	(\$76.00)	\$0.00	(\$76.00)	-126.67%
10.5.2130.3400.901.1100	COMMUNICATION-TELEPHONE	\$0.00	\$27.00	\$121.50	(\$121.50)	\$148.50	(\$270.00)	0.00%
10.5.2570.3400.901.1100	COMMUNICATION-TELEPHONE	\$5,000.00	\$616.48	\$3,703.93	\$1,296.07	\$0.00	\$1,296.07	25.92%
10.5.2630.3400.901.1100	COMMUNICATION-TELEPHONE	\$1,600.00	\$0.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	100.00%
10.5.2570.3401.901.1100	COMMUNICATION-POSTAGE	\$500.00	\$560.66	\$733.62	(\$233.62)	\$0.00	(\$233.62)	-46.72%
10.5.2640.3502.901.1100	RECRUITING ADDS	\$500.00	\$557.70	\$1,513.37	(\$1,013.37)	\$0.00	(\$1,013.37)	-202.67%
10.5.2540.3700.901.1100	PROPERTY SERVICES-WATER SERVIC	\$2,000.00	\$0.00	\$1,070.33	\$929.67	\$0.00	\$929.67	46.48%
10.5.2640.3801.901.1100	UNEMPLOYMENT SERVICE	\$0.00	\$90.00	\$90.00	(\$90.00)	\$0.00	(\$90.00)	0.00%
10.5.2640.3801.901.1120	UNEMPLOYMENT SERVICE	\$0.00	\$0.00	\$90.00	(\$90.00)	\$0.00	(\$90.00)	0.00%
10.5.2540.3820.901.1100	SCHOOL BOARD LIABILITY	\$23,500.00	\$0.00	\$0.00	\$23,500.00	\$0.00	\$23,500.00	100.00%
10.5.2320.3822.901.1100	INSURANCE	\$127,000.00	\$0.00	\$182,306.00	(\$55,306.00)	\$0.00	(\$55,306.00)	-43.55%
10.5.2210.3900.901.1100	SOFTWARE LICENSES	\$0.00	\$0.00	(\$1,356.40)	\$1,356.40	\$0.00	(\$1,356.40)	0.00%
10.5.1200.4100.901.4993	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$289.00	(\$289.00)	\$0.00	(\$289.00)	0.00%
10.5.2210.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$1,200.00	\$0.00	\$16,126.98	(\$14,926.98)	\$0.00	(\$14,926.98)	-1243.92%
10.5.2215.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$3,200.00	\$0.00	\$50.93	\$3,149.07	\$0.00	\$3,149.07	98.41%
10.5.2320.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$200.00	\$0.00	\$798.29	(\$598.29)	\$0.00	(\$598.29)	-299.15%
10.5.2410.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$0.00	\$0.00	\$15.98	(\$15.98)	0.00%
10.5.2510.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$300.00	\$61.42	\$5,393.34	(\$5,093.34)	\$0.00	(\$5,093.34)	-1697.78%
10.5.2520.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$81.00	(\$81.00)	\$0.00	(\$81.00)	0.00%
10.5.2520.4100.901.1120	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$139.50	(\$139.50)	\$0.00	(\$139.50)	0.00%
10.5.2540.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$10,000.00	\$23,151.44	\$46,383.99	(\$36,383.99)	\$0.00	(\$36,383.99)	-363.84%
10.5.2630.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$400.00	\$0.00	\$105.26	\$294.74	\$0.00	\$294.74	73.69%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 1/1/2024

To Date: 1/31/2024

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2640.4100.901.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$192.78	(\$192.78)	\$0.00	(\$192.78)	0.00%
10.5.2210.4300.901.1100	LIBRARY BOOKS	\$3,750.00	\$0.00	\$1,154.33	\$2,595.67	\$118.35	\$2,477.32	66.06%
10.5.2540.4600.901.1100	ELECTRICITY	\$0.00	\$5,766.53	\$19,210.44	(\$19,210.44)	\$0.00	(\$19,210.44)	0.00%
10.5.2215.4700.901.1100	SYSTEMS SOFTWARE	\$2,000.00	\$0.00	\$1,250.23	\$749.77	\$0.00	\$749.77	37.49%
10.5.2540.5400.901.1100	EQUIPMENT OVER \$5,000	\$30,000.00	\$11,301.60	\$11,301.60	\$18,698.40	\$0.00	\$18,698.40	62.33%
10.5.2210.6400.901.1100	DUES AND FEES	\$10,409.00	\$0.00	\$175.00	\$10,234.00	\$0.00	\$10,234.00	98.32%
10.5.2210.6400.901.1120	DUES AND FEES	\$0.00	\$0.00	\$875.00	(\$875.00)	\$0.00	(\$875.00)	0.00%
10.5.2320.6400.901.1100	DUES AND FEES	\$700.00	\$0.00	\$2,277.23	(\$1,577.23)	\$0.00	(\$1,577.23)	-225.32%
10.5.1200.7000.901.4993	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$11,930.42	(\$11,930.42)	\$0.00	(\$11,930.42)	0.00%
10.5.2215.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$2,400.00	100.00%
10.5.2215.7000.901.4993	EQUIPMENT \$500 TO \$4999	\$0.00	\$0.00	\$5,787.90	(\$5,787.90)	\$0.00	(\$5,787.90)	0.00%
10.5.2510.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2540.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$6,000.00	\$0.00	\$532.83	\$5,467.17	\$0.00	\$5,467.17	91.12%
10.5.2630.7000.901.1100	EQUIPMENT \$500 TO \$4999	\$2,525.00	\$0.00	\$4,427.69	(\$1,902.69)	\$0.00	(\$1,902.69)	-75.35%
10.5.1200.2130.902.1100	FICA	\$0.00	\$0.14	\$0.84	(\$0.84)	\$0.07	(\$0.91)	0.00%
10.5.1200.2130.902.6100	FICA	\$0.00	\$0.12	\$0.84	(\$0.84)	\$0.06	(\$0.90)	0.00%
10.5.1200.2140.902.1100	MEDICARE	\$0.00	\$0.04	\$0.24	(\$0.24)	\$0.02	(\$0.26)	0.00%
10.5.1200.2140.902.6100	MEDICARE	\$0.00	\$0.00	\$0.12	(\$0.12)	\$0.00	(\$0.12)	0.00%
10.5.2130.2140.902.1100	MEDICARE	\$0.00	\$0.38	\$1.71	(\$1.71)	\$0.19	(\$1.90)	0.00%
10.5.2410.2240.902.1100	LONGTERM CARE	\$0.00	\$0.00	\$3,363.28	(\$3,363.28)	\$0.00	(\$3,363.28)	0.00%
10.5.2630.3050.902.1100	APPS AND SOFTWARE	\$35,004.00	\$3,282.50	\$27,829.75	\$7,174.25	\$694.58	\$6,479.67	18.51%
10.5.2215.3099.902.1100	INFINITEC FLOW-FEE	\$1,350.00	\$0.00	\$12,890.88	(\$11,540.88)	\$0.00	(\$11,540.88)	-854.88%
10.5.1400.3100.902.1100	PROFESSIONAL TECHNICAL SERVICE	\$600.00	\$0.00	\$0.00	\$600.00	\$0.00	\$600.00	100.00%
10.5.2210.3100.902.1100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$0.00	\$900.00	(\$900.00)	\$0.00	(\$900.00)	0.00%
10.5.2320.3100.902.1100	PROFESSIONAL TECHNICAL SERVICE	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
10.5.2550.3100.902.6110	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$13,806.00	\$15,001.17	(\$15,001.17)	\$0.00	(\$15,001.17)	0.00%
10.5.2320.3101.902.1100	ADMINSTRATIVE FEES	\$22,400.00	\$0.00	\$45,239.96	(\$22,839.96)	\$0.00	(\$22,839.96)	-101.96%
10.5.2510.3101.902.1100	ADMINSTRATIVE FEES	\$0.00	\$192.40	\$599.20	(\$599.20)	\$0.00	(\$599.20)	0.00%
10.5.2510.3101.902.1120	ADMINSTRATIVE FEES	\$0.00	\$0.00	\$15.60	(\$15.60)	\$0.00	(\$15.60)	0.00%
10.5.2630.3104.902.1100	MIS SERVICES	\$10,000.00	\$0.00	\$1,310.45	\$8,689.55	\$0.00	\$8,689.55	86.90%
10.5.2510.3107.902.1100	CONTRACTUAL SERVICES	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2640.3107.902.1100	CONTRACTUAL SERVICES	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$2,400.00	100.00%
10.5.2630.3161.902.1100	COMPUTER LINE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2320.3170.902.1100	AUDIT FEE-FINANCIAL	\$21,600.00	\$7,400.00	\$26,600.00	(\$5,000.00)	\$0.00	(\$5,000.00)	-23.15%
10.5.2320.3172.902.1100	TREASURER'S FEE	\$86,400.00	\$0.00	\$0.00	\$86,400.00	\$0.00	\$86,400.00	100.00%
10.5.2320.3180.902.1100	LEGAL FEE-CONTRACTUAL	\$12,000.00	\$285.00	\$7,327.75	\$4,672.25	\$0.00	\$4,672.25	38.94%
10.5.1400.3230.902.1100	REPAIRS AND MAINTENANCE SERVIC	\$25.00	\$0.00	\$0.00	\$25.00	\$0.00	\$25.00	100.00%
10.5.1400.3230.902.6110	REPAIRS AND MAINTENANCE SERVIC	\$15.00	\$0.00	\$0.85	\$14.15	\$0.00	\$14.15	94.33%
10.5.2215.3230.902.1100	REPAIRS AND MAINTENANCE SERVIC	\$100.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00	100.00%
10.5.2540.3230.902.1100	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$78.99	\$473.94	(\$473.94)	\$0.00	(\$473.94)	0.00%
10.5.2630.3230.902.1100	REPAIRS AND MAINTENANCE SERVIC	\$1,600.00	\$0.00	\$211.16	\$1,388.84	\$0.00	\$1,388.84	86.80%
10.5.2215.3251.902.1100	COPIER RENTAL	\$19.00	\$0.00	\$0.00	\$19.00	\$0.00	\$19.00	100.00%
10.5.2570.3251.902.1100	COPIER RENTAL	\$8,000.00	\$709.62	\$9,049.70	(\$1,049.70)	\$0.00	(\$1,049.70)	-13.12%
10.5.2320.3322.902.1100	EXPENSE REIMBURSEMENT	\$200.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	100.00%
10.5.2210.3325.902.6100	CONFERENCE REGISTRATION	\$0.00	\$0.00	\$150.00	(\$150.00)	\$0.00	(\$150.00)	0.00%
10.5.1200.3399.902.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$2.34	\$14.04	(\$14.04)	\$12.87	(\$26.91)	0.00%
10.5.1200.3399.902.6100	TRAVEL LOCAL MILEAGE	\$0.00	\$2.34	\$14.04	(\$14.04)	\$12.87	(\$26.91)	0.00%
10.5.1400.3399.902.1100	TRAVEL LOCAL MILEAGE	\$125.00	\$0.00	\$0.00	\$125.00	\$0.00	\$125.00	100.00%
10.5.2215.3399.902.1100	TRAVEL LOCAL MILEAGE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.2320.3399.902.1100	TRAVEL LOCAL MILEAGE	\$3,200.00	\$0.00	\$0.00	\$3,200.00	\$0.00	\$3,200.00	100.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 1/1/2024

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- Subtotal by Collapse Mask
 Include pre encumbrance
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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2510.3399.902.1100	TRAVEL LOCAL MILEAGE	\$1,600.00	\$0.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	100.00%
10.5.2630.3399.902.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$4.73	\$73.73	(\$73.73)	\$0.00	(\$73.73)	0.00%
10.5.2630.3399.902.1120	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$36.75	(\$36.75)	\$0.00	(\$36.75)	0.00%
10.5.1400.3400.902.6110	COMMUNICATION-TELEPHONE	\$110.00	\$0.00	\$0.00	\$110.00	\$0.00	\$110.00	100.00%
10.5.2130.3400.902.1100	COMMUNICATION-TELEPHONE	\$0.00	\$27.00	\$121.50	(\$121.50)	\$148.50	(\$270.00)	0.00%
10.5.2215.3400.902.1100	COMMUNICATION-TELEPHONE	\$125.00	\$0.00	\$0.00	\$125.00	\$0.00	\$125.00	100.00%
10.5.2570.3400.902.1100	COMMUNICATION-TELEPHONE	\$24,000.00	\$1,106.50	\$6,648.09	\$17,351.91	\$0.00	\$17,351.91	72.30%
10.5.2215.3401.902.1100	COMMUNICATION-POSTAGE	\$35.00	\$0.00	\$0.00	\$35.00	\$0.00	\$35.00	100.00%
10.5.2570.3401.902.1100	COMMUNICATION-POSTAGE	\$3,000.00	\$507.26	\$634.52	\$2,365.48	\$0.00	\$2,365.48	78.85%
10.5.4950.3500.902.6100	MARKETING	\$0.00	\$0.00	\$26.74	(\$26.74)	\$0.00	(\$26.74)	0.00%
10.5.2640.3502.902.1100	RECRUITING ADDS	\$2,000.00	\$2,230.78	\$4,237.30	(\$2,237.30)	\$0.00	(\$2,237.30)	-111.87%
10.5.2640.3801.902.1100	UNEMPLOYMENT SERVICE	\$0.00	\$360.00	\$360.00	(\$360.00)	\$0.00	(\$360.00)	0.00%
10.5.2640.3801.902.1120	UNEMPLOYMENT SERVICE	\$0.00	\$0.00	\$360.00	(\$360.00)	\$0.00	(\$360.00)	0.00%
10.5.2320.3822.902.1100	INSURANCE	\$66,400.00	\$0.00	\$0.00	\$66,400.00	\$0.00	\$66,400.00	100.00%
10.5.1400.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$65.00	\$0.00	\$0.00	\$65.00	\$0.00	\$65.00	100.00%
10.5.1400.4100.902.6110	OFFICE SUPPLIES LESS \$499	\$225.00	\$0.00	\$0.00	\$225.00	\$0.00	\$225.00	100.00%
10.5.1400.4100.902.6220	OFFICE SUPPLIES LESS \$499	\$450.00	\$0.00	\$43.72	\$406.28	\$0.00	\$406.28	90.28%
10.5.2130.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$1,500.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%
10.5.2215.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$400.00	\$0.00	\$0.00	\$400.00	\$0.00	\$400.00	100.00%
10.5.2320.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$800.00	\$0.00	\$2,988.55	(\$2,188.55)	\$0.00	(\$2,188.55)	-273.57%
10.5.2510.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
10.5.2630.4100.902.1100	OFFICE SUPPLIES LESS \$499	\$1,600.00	\$0.00	\$0.00	\$1,600.00	\$0.00	\$1,600.00	100.00%
10.5.4950.4100.902.6110	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$138.53	(\$138.53)	\$0.00	(\$138.53)	0.00%
10.5.4505.4101.902.6100	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$339.04	(\$339.04)	\$0.00	(\$339.04)	0.00%
10.5.4505.4101.902.6110	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$94.63	(\$94.63)	\$0.00	(\$94.63)	0.00%
10.5.4505.4120.902.6220	CLASSROOM MATERIALS 1	\$0.00	\$0.00	\$12.96	(\$12.96)	\$0.00	(\$12.96)	0.00%
10.5.2540.4199.902.1100	PPE/Covid Supplies	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	100.00%
10.5.2215.4700.902.1100	SYSTEMS SOFTWARE	\$250.00	\$0.00	\$0.00	\$250.00	\$0.00	\$250.00	100.00%
10.5.1400.6400.902.6110	DUES AND FEES	\$50.00	\$0.00	\$0.00	\$50.00	\$0.00	\$50.00	100.00%
10.5.2320.6400.902.1100	DUES AND FEES	\$2,800.00	\$0.00	\$0.00	\$2,800.00	\$0.00	\$2,800.00	100.00%
10.5.2630.6400.902.1100	DUES AND FEES	\$1,200.00	\$0.00	\$0.00	\$1,200.00	\$0.00	\$1,200.00	100.00%
10.5.1400.7000.902.6110	EQUIPMENT \$500 TO \$4999	\$180.00	\$0.00	\$0.00	\$180.00	\$0.00	\$180.00	100.00%
10.5.2215.7000.902.1100	EQUIPMENT \$500 TO \$4999	\$300.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00	100.00%
10.5.2510.7000.902.1100	EQUIPMENT \$500 TO \$4999	\$800.00	\$0.00	\$0.00	\$800.00	\$0.00	\$800.00	100.00%
10.5.2630.7000.902.1100	EQUIPMENT \$500 TO \$4999	\$4,000.00	\$0.00	\$3,768.10	\$231.90	\$0.00	\$231.90	5.80%
10.5.4950.1000.903.6110	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$418.32	(\$418.32)	\$0.00	(\$418.32)	0.00%
10.5.1400.1100.903.6110	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$171.92	(\$171.92)	\$0.00	(\$171.92)	0.00%
10.5.4950.1104.903.6110	AIDE SALARIES	\$0.00	\$0.00	\$290.00	(\$290.00)	\$0.00	(\$290.00)	0.00%
10.5.1400.1170.903.6220	SALARY-STUDENT	\$20,671.05	\$0.00	\$11,788.19	\$8,882.86	\$0.00	\$8,882.86	42.97%
10.5.4950.2120.903.6110	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$9.41	(\$9.41)	\$0.00	(\$9.41)	0.00%
10.5.1200.2130.903.1100	FICA	\$0.00	\$2.64	\$16.36	(\$16.36)	\$1.32	(\$17.68)	0.00%
10.5.1200.2130.903.6100	FICA	\$0.00	\$2.64	\$16.36	(\$16.36)	\$1.32	(\$17.68)	0.00%
10.5.4950.2130.903.6110	FICA	\$0.00	\$0.00	\$22.30	(\$22.30)	\$0.00	(\$22.30)	0.00%
10.5.1200.2140.903.1100	MEDICARE	\$0.00	\$0.62	\$3.82	(\$3.82)	\$0.31	(\$4.13)	0.00%
10.5.1200.2140.903.6100	MEDICARE	\$0.00	\$0.62	\$3.82	(\$3.82)	\$0.31	(\$4.13)	0.00%
10.5.1400.2140.903.6110	MEDICARE	\$0.00	\$0.00	\$2.49	(\$2.49)	\$0.00	(\$2.49)	0.00%
10.5.4950.2140.903.6100	MEDICARE	\$0.00	\$9.62	\$94.25	(\$94.25)	\$18.81	(\$113.06)	0.00%
10.5.4950.2140.903.6110	MEDICARE	\$0.00	\$0.00	\$5.22	(\$5.22)	\$0.00	(\$5.22)	0.00%
10.5.1400.3100.903.1100	PROFESSIONAL TECHNICAL SERVICE	\$15,000.00	\$0.00	\$11,474.56	\$3,525.44	\$0.00	\$3,525.44	23.50%
10.5.4950.3100.903.6100	PROFESSIONAL TECHNICAL SERVICE	\$0.00	\$1,066.30	\$1,066.30	(\$1,066.30)	\$1,297.12	(\$2,363.42)	0.00%

LaGrange Area Dept. of Special Education

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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1400.3141.903.6110	STUDENT STIPENDS	\$15,675.00	\$0.00	\$13,028.00	\$2,647.00	\$0.00	\$2,647.00	16.89%
10.5.4950.3142.903.6110	LOW INCIDENT DIAGNOSTIC TESTIN	\$0.00	\$0.00	\$1,150.00	(\$1,150.00)	\$0.00	(\$1,150.00)	0.00%
10.5.1400.3230.903.1100	REPAIRS AND MAINTENANCE SERVIC	\$475.00	\$0.00	\$0.00	\$475.00	\$0.00	\$475.00	100.00%
10.5.1400.3230.903.6110	REPAIRS AND MAINTENANCE SERVIC	\$285.00	\$0.00	\$16.13	\$268.87	\$0.00	\$268.87	94.34%
10.5.1400.3250.903.6110	ROOM RENTALS	\$0.00	(\$7,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10.5.1400.3250.903.6220	ROOM RENTALS	\$0.00	\$14,000.00	\$14,000.00	(\$14,000.00)	\$0.00	(\$14,000.00)	0.00%
10.5.1400.3310.903.1100	PUPIL TRANSPORTATION	\$2,299.00	\$0.00	\$695.00	\$1,604.00	\$0.00	\$1,604.00	69.77%
10.5.4950.3395.903.6110	CONFERENCE EXPENSE	\$0.00	\$0.00	\$1,300.00	(\$1,300.00)	\$0.00	(\$1,300.00)	0.00%
10.5.1200.3399.903.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$44.62	\$267.72	(\$267.72)	\$245.37	(\$513.09)	0.00%
10.5.1200.3399.903.6100	TRAVEL LOCAL MILEAGE	\$0.00	\$44.62	\$267.72	(\$267.72)	\$245.37	(\$513.09)	0.00%
10.5.1400.3399.903.1100	TRAVEL LOCAL MILEAGE	\$2,375.00	\$0.00	\$0.00	\$2,375.00	\$0.00	\$2,375.00	100.00%
10.5.1400.3399.903.6110	TRAVEL LOCAL MILEAGE	\$0.00	\$622.92	\$622.92	(\$622.92)	\$0.00	(\$622.92)	0.00%
10.5.1400.3400.903.6110	COMMUNICATION-TELEPHONE	\$2,090.00	\$0.00	\$15.99	\$2,074.01	\$0.00	\$2,074.01	99.23%
10.5.2570.3400.903.1100	COMMUNICATION-TELEPHONE	\$0.00	\$110.65	\$664.79	(\$664.79)	\$0.00	(\$664.79)	0.00%
10.5.2570.3401.903.1100	COMMUNICATION-POSTAGE	\$0.00	\$453.87	\$567.74	(\$567.74)	\$0.00	(\$567.74)	0.00%
10.5.1400.3500.903.6110	MARKETING	\$7,362.50	\$131.08	\$2,288.00	\$5,074.50	\$0.00	\$5,074.50	68.92%
10.5.4950.3500.903.6110	MARKETING	\$0.00	\$0.00	\$30.00	(\$30.00)	\$0.00	(\$30.00)	0.00%
10.5.1400.3600.903.6110	PRINTING AND BINDING	\$1,757.50	\$0.00	\$0.00	\$1,757.50	\$0.00	\$1,757.50	100.00%
10.5.1400.3800.903.6110	UNEMPLOYMENT	\$950.00	\$0.00	\$0.00	\$950.00	\$0.00	\$950.00	100.00%
10.5.1400.4100.903.1100	OFFICE SUPPLIES LESS \$499	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.1400.4100.903.1120	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$27.39	(\$27.39)	\$0.00	(\$27.39)	0.00%
10.5.1400.4100.903.6110	OFFICE SUPPLIES LESS \$499	\$5,000.00	\$0.00	\$404.27	\$4,595.73	\$0.00	\$4,595.73	91.91%
10.5.1400.4100.903.6220	OFFICE SUPPLIES LESS \$499	\$12,000.00	\$0.00	\$1,755.40	\$10,244.60	\$179.80	\$10,064.80	83.87%
10.5.1400.4101.903.6110	SUPPLIES-MEETINGS	\$380.00	\$0.00	\$0.00	\$380.00	\$0.00	\$380.00	100.00%
10.5.4950.4120.903.6110	CLASSROOM MATERIALS 1	\$0.00	\$0.00	\$56.94	(\$56.94)	\$0.00	(\$56.94)	0.00%
10.5.1400.6400.903.6110	DUES AND FEES	\$950.00	\$0.00	\$350.00	\$600.00	\$0.00	\$600.00	63.16%
10.5.1400.7000.903.6110	EQUIPMENT \$500 TO \$4999	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100.00%
10.5.2115.1000.904.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$9,645.02	\$48,225.10	(\$48,225.10)	\$67,515.19	(\$115,740.29)	0.00%
10.5.2115.2110.904.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$120.56	\$602.80	(\$602.80)	\$60.28	(\$663.08)	0.00%
10.5.2115.2140.904.1100	MEDICARE	\$0.00	\$138.93	\$694.63	(\$694.63)	\$69.46	(\$764.09)	0.00%
10.5.2115.2210.904.1100	LIFE INSURANCE	\$0.00	\$13.10	\$65.50	(\$65.50)	\$4.58	(\$70.08)	0.00%
10.5.2115.2230.904.1100	DENTAL INSURANCE	\$0.00	\$133.88	\$669.40	(\$669.40)	\$66.94	(\$736.34)	0.00%
10.5.2540.1100.905.1100	SALARIES, NON CERTIFIED STAFF	\$78,567.07	\$4,536.44	\$39,942.19	\$38,624.88	\$19,697.83	\$18,927.05	24.09%
10.5.2540.2120.905.1100	MUNICIPAL RETIREMENT	\$1,767.76	\$93.64	\$775.50	\$992.26	\$57.72	\$934.54	52.87%
10.5.2540.2130.905.1100	FICA	\$4,871.16	\$276.63	\$2,453.30	\$2,417.86	\$172.22	\$2,245.64	46.10%
10.5.2570.2130.905.1100	FICA	\$0.00	\$4.74	\$28.56	(\$28.56)	\$2.37	(\$30.93)	0.00%
10.5.2540.2140.905.1100	MEDICARE	\$1,139.22	\$64.70	\$573.78	\$565.44	\$40.28	\$525.16	46.10%
10.5.2570.2140.905.1100	MEDICARE	\$0.00	\$1.10	\$6.64	(\$6.64)	\$0.55	(\$7.19)	0.00%
10.5.2540.2210.905.1100	LIFE INSURANCE	\$414.00	\$3.22	\$21.62	\$392.38	\$1.61	\$390.77	94.39%
10.5.2540.2220.905.1100	MEDICAL INSURANCE	\$16,096.93	\$1,801.24	\$8,867.24	\$7,229.69	\$900.62	\$6,329.07	39.32%
10.5.2540.2230.905.1100	DENTAL INSURANCE	\$1,087.21	\$114.20	\$571.00	\$516.21	\$57.10	\$459.11	42.23%
10.5.2570.3400.905.1100	COMMUNICATION-TELEPHONE	\$0.00	\$78.26	\$469.56	(\$469.56)	\$430.44	(\$900.00)	0.00%
10.5.1207.1100.906.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$7,229.24	\$36,287.48	(\$36,287.48)	\$35,556.10	(\$71,843.58)	0.00%
10.5.1200.1104.906.1100	AIDE SALARIES	\$0.00	\$2,398.70	\$11,993.50	(\$11,993.50)	\$11,993.53	(\$23,987.03)	0.00%
10.5.1207.1104.906.1100	AIDE SALARIES	\$340,822.17	\$9,580.32	\$49,116.60	\$291,705.57	\$65,662.31	\$226,043.26	66.32%
10.5.1200.2120.906.1100	MUNICIPAL RETIREMENT	\$0.00	\$53.97	\$275.84	(\$275.84)	\$26.99	(\$302.83)	0.00%
10.5.1207.2120.906.1100	MUNICIPAL RETIREMENT	\$7,668.50	\$378.22	\$1,948.48	\$5,720.02	\$193.60	\$5,526.42	72.07%
10.5.1200.2130.906.1100	FICA	\$0.00	\$148.72	\$743.60	(\$743.60)	\$74.36	(\$817.96)	0.00%
10.5.1207.2130.906.1100	FICA	\$21,130.97	\$915.73	\$4,794.92	\$16,336.05	\$532.43	\$15,803.62	74.79%
10.5.1200.2140.906.1100	MEDICARE	\$0.00	\$34.79	\$173.91	(\$173.91)	\$17.39	(\$191.30)	0.00%

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10.5.1207.2140.906.1100	MEDICARE	\$4,941.92	\$214.14	\$1,121.28	\$3,820.64	\$124.51	\$3,696.13	74.79%
10.5.1200.2210.906.1100	LIFE INSURANCE	\$0.00	\$4.60	\$23.00	(\$23.00)	\$1.61	(\$24.61)	0.00%
10.5.1207.2210.906.1100	LIFE INSURANCE	\$1,794.00	\$25.30	\$154.10	\$1,639.90	\$11.27	\$1,628.63	90.78%
10.5.1207.2220.906.1100	MEDICAL INSURANCE	\$6,138.94	\$7,556.38	\$28,434.38	(\$22,295.44)	\$3,778.19	(\$26,073.63)	-424.73%
10.5.1207.2230.906.1100	DENTAL INSURANCE	\$89,845.41	\$374.88	\$2,272.72	\$87,572.69	\$187.44	\$87,385.25	97.26%
10.5.1200.3399.906.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$13.77	(\$13.77)	\$0.00	(\$13.77)	0.00%
10.5.1207.3399.906.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$15.00	\$191.72	(\$191.72)	\$0.00	(\$191.72)	0.00%
10.5.1207.1000.907.1100	SALARIES, CERTIFIED STAFF	\$442,106.04	\$20,548.30	\$100,875.52	\$341,230.52	\$137,698.01	\$203,532.51	46.04%
10.5.1207.2110.907.1100	TEACHER'S RETIREMENT (TRS)	\$6,631.59	\$247.63	\$1,237.46	\$5,394.13	\$121.96	\$5,272.17	79.50%
10.5.1207.2120.907.1100	MUNICIPAL RETIREMENT	\$0.00	\$3.12	\$28.86	(\$28.86)	\$2.43	(\$31.29)	0.00%
10.5.1207.2130.907.1100	FICA	\$0.00	\$7.96	\$75.01	(\$75.01)	\$6.28	(\$81.29)	0.00%
10.5.1207.2140.907.1100	MEDICARE	\$6,410.54	\$277.39	\$1,395.93	\$5,014.61	\$151.58	\$4,863.03	75.86%
10.5.1207.2210.907.1100	LIFE INSURANCE	\$828.00	\$37.24	\$202.84	\$625.16	\$14.46	\$610.70	73.76%
10.5.1207.2220.907.1100	MEDICAL INSURANCE	\$48,059.79	\$3,033.00	\$14,885.96	\$33,173.83	\$1,516.50	\$31,657.33	65.87%
10.5.1207.2230.907.1100	DENTAL INSURANCE	\$3,062.02	\$187.44	\$1,053.50	\$2,008.52	\$93.72	\$1,914.80	62.53%
10.5.2510.1000.908.1100	SALARIES, CERTIFIED STAFF	\$120,000.00	\$0.00	\$0.00	\$120,000.00	\$0.00	\$120,000.00	100.00%
10.5.2510.2110.908.1100	TEACHER'S RETIREMENT (TRS)	\$14,088.00	\$0.00	\$0.00	\$14,088.00	\$0.00	\$14,088.00	100.00%
10.5.2570.2110.908.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$0.00	\$0.00	\$10.15	(\$10.15)	0.00%
10.5.2570.2130.908.1100	FICA	\$0.00	\$4.28	\$28.63	(\$28.63)	\$2.14	(\$30.77)	0.00%
10.5.2510.2140.908.1100	MEDICARE	\$1,740.00	\$0.00	\$0.00	\$1,740.00	\$0.00	\$1,740.00	100.00%
10.5.2570.2140.908.1100	MEDICARE	\$0.00	\$3.32	\$22.04	(\$22.04)	\$2.85	(\$24.89)	0.00%
10.5.2510.2210.908.1100	LIFE INSURANCE	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	100.00%
10.5.2510.2220.908.1100	MEDICAL INSURANCE	\$31,359.25	\$0.00	\$0.00	\$31,359.25	\$0.00	\$31,359.25	100.00%
10.5.2510.2230.908.1100	DENTAL INSURANCE	\$634.82	\$0.00	\$0.00	\$634.82	\$0.00	\$634.82	100.00%
10.5.2510.3230.908.1100	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$181.99	(\$181.99)	\$0.00	(\$181.99)	0.00%
10.5.2510.3322.908.1100	EXPENSE REIMBURSEMENT	\$0.00	\$0.00	\$472.00	(\$472.00)	\$0.00	(\$472.00)	0.00%
10.5.2570.3399.908.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.30	\$583.30	(\$583.30)	\$496.70	(\$1,080.00)	0.00%
10.5.2570.3400.908.1100	COMMUNICATION-TELEPHONE	\$0.00	\$150.26	\$973.66	(\$973.66)	\$826.34	(\$1,800.00)	0.00%
10.5.2640.1100.909.1100	SALARIES, NON CERTIFIED STAFF	\$110,000.00	\$9,166.66	\$59,995.79	\$50,004.21	\$50,416.71	(\$412.50)	-0.38%
10.5.2640.2120.909.1100	MUNICIPAL RETIREMENT	\$7,425.00	\$618.74	\$4,078.15	\$3,346.85	\$309.37	\$3,037.48	40.91%
10.5.2640.2130.909.1100	FICA	\$6,820.00	\$559.26	\$3,677.32	\$3,142.68	\$279.63	\$2,863.05	41.98%
10.5.2640.2140.909.1100	MEDICARE	\$1,595.00	\$130.80	\$859.98	\$735.02	\$65.40	\$669.62	41.98%
10.5.2640.2210.909.1100	LIFE INSURANCE	\$138.00	\$9.64	\$64.84	\$73.16	\$4.82	\$68.34	49.52%
10.5.2640.2220.909.1100	MEDICAL INSURANCE	\$16,096.93	\$1,801.24	\$8,867.24	\$7,229.69	\$900.62	\$6,329.07	39.32%
10.5.2640.2230.909.1100	DENTAL INSURANCE	\$1,087.21	\$114.20	\$571.00	\$516.21	\$57.10	\$459.11	42.23%
10.5.2640.3399.909.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$585.00	(\$585.00)	\$495.00	(\$1,080.00)	0.00%
10.5.2640.3400.909.1100	COMMUNICATION-TELEPHONE	\$0.00	\$75.00	\$487.50	(\$487.50)	\$412.50	(\$900.00)	0.00%
10.5.2210.2140.910.1100	MEDICARE	\$0.00	\$1.28	\$8.35	(\$8.35)	\$0.64	(\$8.99)	0.00%
10.5.2210.3399.910.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$585.00	(\$585.00)	\$495.00	(\$1,080.00)	0.00%
10.5.1207.1100.911.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$2,126.88	\$10,074.87	(\$10,074.87)	\$13,828.18	(\$23,903.05)	0.00%
10.5.2610.1100.911.1100	SALARIES, NON CERTIFIED STAFF	\$471,114.08	\$35,100.41	\$212,350.06	\$258,764.02	\$198,089.29	\$60,674.73	12.88%
10.5.1207.2120.911.1100	MUNICIPAL RETIREMENT	\$0.00	\$47.85	\$229.11	(\$229.11)	\$26.41	(\$255.52)	0.00%
10.5.2610.2120.911.1100	MUNICIPAL RETIREMENT	\$10,600.07	\$789.76	\$4,799.06	\$5,801.01	\$515.71	\$5,285.30	49.86%
10.5.1207.2130.911.1100	FICA	\$0.00	\$131.15	\$621.04	(\$621.04)	\$72.40	(\$693.44)	0.00%
10.5.2610.2130.911.1100	FICA	\$29,209.07	\$2,047.35	\$12,600.65	\$16,608.42	\$1,580.87	\$15,027.55	51.45%
10.5.1207.2140.911.1100	MEDICARE	\$0.00	\$30.68	\$145.26	(\$145.26)	\$16.94	(\$162.20)	0.00%
10.5.2610.2140.911.1100	MEDICARE	\$6,831.15	\$478.79	\$2,946.91	\$3,884.24	\$369.69	\$3,514.55	51.45%
10.5.1207.2210.911.1100	LIFE INSURANCE	\$0.00	\$3.22	\$21.62	(\$21.62)	\$1.61	(\$23.23)	0.00%
10.5.2610.2210.911.1100	LIFE INSURANCE	\$1,380.00	\$38.40	\$228.94	\$1,151.06	\$24.72	\$1,126.34	81.62%
10.5.2610.2220.911.1100	MEDICAL INSURANCE	\$170,360.53	\$12,400.64	\$63,909.85	\$106,450.68	\$8,030.02	\$98,420.66	57.77%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 1/1/2024

To Date: 1/31/2024

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1207.2230.911.1100	DENTAL INSURANCE	\$0.00	\$46.52	\$232.60	(\$232.60)	\$23.26	(\$255.86)	0.00%
10.5.2610.2230.911.1100	DENTAL INSURANCE	\$10,840.35	\$824.92	\$4,232.46	\$6,607.89	\$521.90	\$6,085.99	56.14%
10.5.1207.3399.911.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$24.33	\$24.33	(\$24.33)	\$0.00	(\$24.33)	0.00%
10.5.2610.3399.911.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$88.39	(\$88.39)	\$0.00	(\$88.39)	0.00%
10.5.2610.3399.911.1120	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$27.51	(\$27.51)	\$0.00	(\$27.51)	0.00%
10.5.2320.4100.911.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$62.64	(\$62.64)	\$0.00	(\$62.64)	0.00%
10.5.1400.1100.912.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$3,901.50	\$25,221.37	(\$25,221.37)	\$21,458.23	(\$46,679.60)	0.00%
10.5.1400.1100.912.6100	SALARIES, NON CERTIFIED STAFF	\$234,934.79	\$8,769.02	\$56,524.84	\$178,409.95	\$48,229.70	\$130,180.25	55.41%
10.5.1400.2120.912.1100	MUNICIPAL RETIREMENT	\$0.00	\$87.78	\$572.34	(\$572.34)	\$43.89	(\$616.23)	0.00%
10.5.1400.2120.912.6100	MUNICIPAL RETIREMENT	\$5,499.37	\$197.32	\$1,292.68	\$4,206.69	\$98.66	\$4,108.03	74.70%
10.5.1400.2130.912.1100	FICA	\$0.00	\$241.90	\$1,563.77	(\$1,563.77)	\$120.95	(\$1,684.72)	0.00%
10.5.1400.2130.912.6100	FICA	\$15,153.81	\$513.48	\$3,355.23	\$11,798.58	\$256.74	\$11,541.84	76.16%
10.5.1400.2140.912.1100	MEDICARE	\$0.00	\$56.58	\$365.76	(\$365.76)	\$28.29	(\$394.05)	0.00%
10.5.1400.2140.912.6100	MEDICARE	\$3,406.55	\$120.10	\$784.74	\$2,621.81	\$60.05	\$2,561.76	75.20%
10.5.1400.2210.912.1100	LIFE INSURANCE	\$0.00	\$3.22	\$21.62	(\$21.62)	\$1.61	(\$23.23)	0.00%
10.5.1400.2210.912.6100	LIFE INSURANCE	\$690.00	\$6.44	\$43.24	\$646.76	\$3.22	\$643.54	93.27%
10.5.1400.2220.912.6100	MEDICAL INSURANCE	\$40,429.78	\$3,211.28	\$11,885.68	\$28,544.10	\$1,105.84	\$27,438.46	67.87%
10.5.1400.2230.912.6100	DENTAL INSURANCE	\$4,671.98	\$146.10	\$730.50	\$3,941.48	\$73.05	\$3,868.43	82.80%
10.5.1400.3399.912.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$42.97	\$242.12	(\$242.12)	\$0.00	(\$242.12)	0.00%
10.5.1400.3399.912.1120	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$59.61	(\$59.61)	\$0.00	(\$59.61)	0.00%
10.5.1400.3399.912.6100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$306.56	(\$306.56)	\$0.00	(\$306.56)	0.00%
10.5.2320.1100.913.1100	SALARIES, NON CERTIFIED STAFF	\$50,923.20	\$3,090.00	\$20,085.00	\$30,838.20	\$16,995.00	\$13,843.20	27.18%
10.5.2320.2120.913.1100	MUNICIPAL RETIREMENT	\$1,145.77	\$69.52	\$455.75	\$690.02	\$34.76	\$655.26	57.19%
10.5.2320.2130.913.1100	FICA	\$3,157.24	\$178.80	\$1,182.25	\$1,974.99	\$89.40	\$1,885.59	59.72%
10.5.2320.2140.913.1100	MEDICARE	\$738.39	\$41.82	\$276.46	\$461.93	\$20.91	\$441.02	59.73%
10.5.2320.2210.913.1100	LIFE INSURANCE	\$138.00	\$3.22	\$21.62	\$116.38	\$1.61	\$114.77	83.17%
10.5.2320.2220.913.1100	MEDICAL INSURANCE	\$24,773.80	\$720.88	\$3,548.80	\$21,225.00	\$360.44	\$20,864.56	84.22%
10.5.2320.2230.913.1100	DENTAL INSURANCE	\$1,538.46	\$46.52	\$232.60	\$1,305.86	\$23.26	\$1,282.60	83.37%
10.5.2320.1000.914.1100	SALARIES, CERTIFIED STAFF	\$191,889.00	\$16,068.38	\$104,444.47	\$87,444.53	\$88,376.03	(\$931.50)	-0.49%
10.5.2320.2110.914.1100	TEACHER'S RETIREMENT (TRS)	\$22,527.77	\$1,968.82	\$12,797.33	\$9,730.44	\$1,968.82	\$7,761.62	34.45%
10.5.2320.2140.914.1100	MEDICARE	\$2,782.39	\$232.56	\$1,512.30	\$1,270.09	\$232.22	\$1,037.87	37.30%
10.5.2320.2210.914.1100	LIFE INSURANCE	\$2,000.00	\$31.68	\$158.40	\$1,841.60	\$31.68	\$1,809.92	90.50%
10.5.2320.2220.914.1100	MEDICAL INSURANCE	\$20,121.17	\$1,801.24	\$8,867.24	\$11,253.93	\$1,783.87	\$9,470.06	47.07%
10.5.2320.2230.914.1100	DENTAL INSURANCE	\$1,359.01	\$114.20	\$571.00	\$788.01	\$114.20	\$673.81	49.58%
10.5.1207.1100.915.1000	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$20.00	(\$20.00)	\$20.00	(\$40.00)	0.00%
10.5.1207.1100.915.1100	SALARIES, NON CERTIFIED STAFF	\$485,397.72	\$15,742.80	\$83,111.98	\$402,285.74	\$107,439.41	\$294,846.33	60.74%
10.5.1207.1104.915.1100	AIDE SALARIES	\$0.00	\$26,134.81	\$133,768.58	(\$133,768.58)	\$181,935.93	(\$315,704.51)	0.00%
10.5.1207.2120.915.1000	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$0.45	(\$0.45)	\$0.45	(\$0.90)	0.00%
10.5.1207.2120.915.1100	MUNICIPAL RETIREMENT	\$10,921.45	\$938.53	\$4,950.60	\$5,970.85	\$501.41	\$5,469.44	50.08%
10.5.1207.2130.915.1000	FICA	\$0.00	\$0.00	\$1.11	(\$1.11)	\$1.10	(\$2.21)	0.00%
10.5.1207.2130.915.1100	FICA	\$30,094.66	\$2,353.82	\$12,302.06	\$17,792.60	\$1,391.06	\$16,401.54	54.50%
10.5.1207.2140.915.1000	MEDICARE	\$0.00	\$0.00	\$0.26	(\$0.26)	\$0.26	(\$0.52)	0.00%
10.5.1207.2140.915.1100	MEDICARE	\$7,038.27	\$550.49	\$2,877.11	\$4,161.16	\$325.33	\$3,835.83	54.50%
10.5.1207.2210.915.1100	LIFE INSURANCE	\$1,518.00	\$41.86	\$225.86	\$1,292.14	\$16.10	\$1,276.04	84.06%
10.5.1207.2220.915.1100	MEDICAL INSURANCE	\$103,671.63	\$11,709.40	\$55,592.04	\$48,079.59	\$5,604.70	\$42,474.89	40.97%
10.5.1207.2230.915.1100	DENTAL INSURANCE	\$6,759.99	\$713.60	\$3,568.00	\$3,191.99	\$356.80	\$2,835.19	41.94%
10.5.1207.3399.915.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$183.73	\$1,255.00	(\$1,255.00)	\$0.00	(\$1,255.00)	0.00%
10.5.2131.1100.916.1100	SALARIES, NON CERTIFIED STAFF	\$3,118,387.29	\$259,529.72	\$1,308,777.66	\$1,809,609.63	\$1,665,187.71	\$144,421.92	4.63%
10.5.2131.2120.916.1100	MUNICIPAL RETIREMENT	\$70,163.73	\$5,839.44	\$29,816.97	\$40,346.74	\$2,937.88	\$37,408.86	53.32%
10.5.2131.2130.916.1100	FICA	\$193,340.01	\$15,106.16	\$76,185.01	\$117,155.00	\$7,596.48	\$109,558.52	56.67%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 1/1/2024

To Date: 1/31/2024

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2131.2140.916.1100	MEDICARE	\$45,216.62	\$3,532.81	\$17,817.33	\$27,399.29	\$1,776.56	\$25,622.73	56.67%
10.5.2131.2210.916.1100	LIFE INSURANCE	\$6,210.00	\$443.84	\$2,670.24	\$3,539.76	\$192.80	\$3,346.96	53.90%
10.5.2131.2220.916.1100	MEDICAL INSURANCE	\$644,780.53	\$51,831.20	\$261,310.39	\$383,470.14	\$26,146.25	\$357,323.89	55.42%
10.5.2131.2230.916.1100	DENTAL INSURANCE	\$38,320.03	\$2,823.50	\$14,608.81	\$23,711.22	\$1,400.12	\$22,311.10	58.22%
10.5.2131.3399.916.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$120.41	\$595.68	(\$595.68)	\$0.00	(\$595.68)	0.00%
10.5.1200.1100.917.1000	SALARIES, NON CERTIFIED STAFF	\$0.00	\$1,566.56	\$6,821.70	(\$6,821.70)	\$10,274.68	(\$17,096.38)	0.00%
10.5.1200.1100.917.1100	SALARIES, NON CERTIFIED STAFF	\$2,383,307.93	\$196,481.21	\$983,528.03	\$1,399,779.90	\$1,121,191.39	\$278,588.51	11.69%
10.5.1200.1100.917.1120	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$1,500.00	(\$1,500.00)	\$0.00	(\$1,500.00)	0.00%
10.5.1200.1100.917.4993	SALARIES, NON CERTIFIED STAFF	\$0.00	\$12,333.32	\$12,593.32	(\$12,593.32)	\$0.00	(\$12,593.32)	0.00%
10.5.1400.1100.917.6220	SALARIES, NON CERTIFIED STAFF	\$35,453.73	\$0.00	\$0.00	\$35,453.73	\$0.00	\$35,453.73	100.00%
10.5.1200.1104.917.1100	AIDE SALARIES	\$0.00	\$3,858.02	\$22,536.21	(\$22,536.21)	\$28,122.11	(\$50,658.32)	0.00%
10.5.1200.2110.917.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$14.42	\$84.44	(\$84.44)	\$3.36	(\$87.80)	0.00%
10.5.1200.2110.917.4993	TEACHER'S RETIREMENT (TRS)	\$0.00	\$17.72	\$17.72	(\$17.72)	\$0.00	(\$17.72)	0.00%
10.5.1200.2120.917.1000	MUNICIPAL RETIREMENT	\$0.00	\$35.24	\$155.38	(\$155.38)	\$7.81	(\$163.19)	0.00%
10.5.1200.2120.917.1100	MUNICIPAL RETIREMENT	\$53,624.43	\$4,448.80	\$22,451.45	\$31,172.98	\$2,277.46	\$28,895.52	53.88%
10.5.1200.2120.917.1120	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$33.75	(\$33.75)	\$0.00	(\$33.75)	0.00%
10.5.1200.2120.917.4993	MUNICIPAL RETIREMENT	\$0.00	\$245.63	\$252.13	(\$252.13)	\$0.00	(\$252.13)	0.00%
10.5.1400.2120.917.6220	MUNICIPAL RETIREMENT	\$797.71	\$0.00	\$0.00	\$797.71	\$0.00	\$797.71	100.00%
10.5.1200.2130.917.1000	FICA	\$0.00	\$97.12	\$422.84	(\$422.84)	\$21.50	(\$444.34)	0.00%
10.5.1200.2130.917.1100	FICA	\$147,765.09	\$11,803.52	\$59,569.54	\$88,195.55	\$6,271.11	\$81,924.44	55.44%
10.5.1200.2130.917.1120	FICA	\$0.00	\$0.00	\$93.00	(\$93.00)	\$0.00	(\$93.00)	0.00%
10.5.1200.2130.917.4993	FICA	\$0.00	\$663.96	\$679.41	(\$679.41)	\$0.00	(\$679.41)	0.00%
10.5.1400.2130.917.6220	FICA	\$2,198.13	\$0.00	\$0.00	\$2,198.13	\$0.00	\$2,198.13	100.00%
10.5.1200.2140.917.1000	MEDICARE	\$0.00	\$22.71	\$98.87	(\$98.87)	\$5.03	(\$103.90)	0.00%
10.5.1200.2140.917.1100	MEDICARE	\$34,557.97	\$2,760.48	\$13,931.56	\$20,626.41	\$1,466.62	\$19,159.79	55.44%
10.5.1200.2140.917.1120	MEDICARE	\$0.00	\$0.00	\$21.75	(\$21.75)	\$0.00	(\$21.75)	0.00%
10.5.1200.2140.917.4993	MEDICARE	\$0.00	\$175.84	\$179.45	(\$179.45)	\$0.00	(\$179.45)	0.00%
10.5.1400.2140.917.6220	MEDICARE	\$514.08	\$0.00	\$0.00	\$514.08	\$0.00	\$514.08	100.00%
10.5.1200.2210.917.1000	LIFE INSURANCE	\$0.00	\$3.22	\$19.32	(\$19.32)	\$1.61	(\$20.93)	0.00%
10.5.1200.2210.917.1100	LIFE INSURANCE	\$15,594.00	\$340.28	\$2,171.82	\$13,422.18	\$164.16	\$13,258.02	85.02%
10.5.1400.2210.917.6220	LIFE INSURANCE	\$138.00	\$0.00	\$0.00	\$138.00	\$0.00	\$138.00	100.00%
10.5.1200.2220.917.1100	MEDICAL INSURANCE	\$377,558.23	\$38,952.16	\$173,204.32	\$204,353.91	\$16,534.32	\$187,819.59	49.75%
10.5.1400.2220.917.6220	MEDICAL INSURANCE	\$7,893.98	\$0.00	\$0.00	\$7,893.98	\$0.00	\$7,893.98	100.00%
10.5.1200.2230.917.1100	DENTAL INSURANCE	\$31,509.33	\$2,596.74	\$13,267.68	\$18,241.65	\$1,205.33	\$17,036.32	54.07%
10.5.1400.2230.917.6220	DENTAL INSURANCE	\$507.85	\$0.00	\$0.00	\$507.85	\$0.00	\$507.85	100.00%
10.5.1200.3399.917.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$125.76	\$549.76	(\$549.76)	\$0.00	(\$549.76)	0.00%
10.5.2132.1000.918.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$315.90	\$315.90	(\$315.90)	\$0.00	(\$315.90)	0.00%
10.5.2132.1100.918.1100	SALARIES, NON CERTIFIED STAFF	\$1,187,501.71	\$109,595.69	\$546,462.58	\$641,039.13	\$701,803.50	(\$60,764.37)	-5.12%
10.5.2132.2120.918.1100	MUNICIPAL RETIREMENT	\$114,000.16	\$2,473.00	\$12,485.69	\$101,514.47	\$1,237.16	\$100,277.31	87.96%
10.5.2132.2130.918.1100	FICA	\$73,625.11	\$6,347.97	\$31,676.90	\$41,948.21	\$3,175.82	\$38,772.39	52.66%
10.5.2132.2140.918.1100	MEDICARE	\$17,218.77	\$1,484.60	\$7,408.47	\$9,810.30	\$742.73	\$9,067.57	52.66%
10.5.2132.2210.918.1100	LIFE INSURANCE	\$2,346.00	\$147.44	\$913.34	\$1,432.66	\$67.48	\$1,365.18	58.19%
10.5.2132.2220.918.1100	MEDICAL INSURANCE	\$214,778.20	\$22,211.28	\$99,480.80	\$115,297.40	\$9,855.64	\$105,441.76	49.09%
10.5.2132.2230.918.1100	DENTAL INSURANCE	\$13,323.38	\$1,126.00	\$5,630.00	\$7,693.38	\$563.00	\$7,130.38	53.52%
10.5.2132.3399.918.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$231.30	\$951.17	(\$951.17)	\$0.00	(\$951.17)	0.00%
10.5.2410.1100.919.1100	SALARIES, NON CERTIFIED STAFF	\$397,022.97	\$17,626.14	\$114,569.91	\$282,453.06	\$96,944.07	\$185,508.99	46.73%
10.5.2410.2120.919.1100	MUNICIPAL RETIREMENT	\$8,933.02	\$396.58	\$2,643.89	\$6,289.13	\$198.29	\$6,090.84	68.18%
10.5.2132.2130.919.1100	FICA	\$0.00	\$5.38	\$35.30	(\$35.30)	\$2.69	(\$37.99)	0.00%
10.5.2410.2130.919.1100	FICA	\$24,615.42	\$1,065.78	\$6,981.95	\$17,633.47	\$532.89	\$17,100.58	69.47%
10.5.2132.2140.919.1100	MEDICARE	\$0.00	\$1.26	\$8.25	(\$8.25)	\$0.63	(\$8.88)	0.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 1/1/2024

To Date: 1/31/2024

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.2410.2140.919.1100	MEDICARE	\$5,756.83	\$249.26	\$1,632.87	\$4,123.96	\$124.63	\$3,999.33	69.47%
10.5.2410.2210.919.1100	LIFE INSURANCE	\$552.00	\$27.60	\$138.00	\$414.00	\$9.64	\$404.36	73.25%
10.5.2410.2220.919.1100	MEDICAL INSURANCE	\$103,589.23	\$4,638.66	\$22,835.30	\$80,753.93	\$2,319.33	\$78,434.60	75.72%
10.5.2410.2230.919.1100	DENTAL INSURANCE	\$6,471.81	\$290.34	\$1,451.70	\$5,020.11	\$145.17	\$4,874.94	75.33%
10.5.2132.3399.919.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$585.00	(\$585.00)	\$495.00	(\$1,080.00)	0.00%
10.5.2410.3399.919.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$585.00	(\$585.00)	\$495.00	(\$1,080.00)	0.00%
10.5.2410.3400.919.1100	COMMUNICATION-TELEPHONE	\$0.00	\$75.00	\$487.50	(\$487.50)	\$412.50	(\$900.00)	0.00%
10.5.2140.1000.920.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$10,000.00	\$65,000.00	(\$65,000.00)	\$55,000.00	(\$120,000.00)	0.00%
10.5.2140.1000.920.1120	SALARIES, CERTIFIED STAFF	\$0.00	\$0.00	\$1,846.20	(\$1,846.20)	\$0.00	(\$1,846.20)	0.00%
10.5.2410.1000.920.1100	SALARIES, CERTIFIED STAFF	\$1,081,092.37	\$73,061.76	\$479,529.47	\$601,562.90	\$401,839.51	\$199,723.39	18.47%
10.5.2410.1000.920.4993	SALARIES, CERTIFIED STAFF	\$0.00	\$1,500.00	\$1,500.00	(\$1,500.00)	\$0.00	(\$1,500.00)	0.00%
10.5.2110.2110.920.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$1.96	(\$1.96)	\$0.00	(\$1.96)	0.00%
10.5.2140.2110.920.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$1,225.28	\$7,964.32	(\$7,964.32)	\$1,225.28	(\$9,189.60)	0.00%
10.5.2140.2110.920.1120	TEACHER'S RETIREMENT (TRS)	\$0.00	\$0.00	\$226.21	(\$226.21)	\$0.00	(\$226.21)	0.00%
10.5.2410.2110.920.1100	TEACHER'S RETIREMENT (TRS)	\$16,216.39	\$2,156.62	\$14,184.79	\$2,031.60	\$1,078.31	\$953.29	5.88%
10.5.2410.2110.920.4993	TEACHER'S RETIREMENT (TRS)	\$0.00	\$9.38	\$9.38	(\$9.38)	\$0.00	(\$9.38)	0.00%
10.5.2110.2130.920.1100	FICA	\$0.00	\$2.84	\$14.20	(\$14.20)	\$1.42	(\$15.62)	0.00%
10.5.1200.2140.920.1100	MEDICARE	\$0.00	\$1.26	\$8.36	(\$8.36)	\$0.63	(\$8.99)	0.00%
10.5.1207.2140.920.1100	MEDICARE	\$0.00	\$1.24	\$8.23	(\$8.23)	\$0.62	(\$8.85)	0.00%
10.5.2110.2140.920.1100	MEDICARE	\$0.00	\$4.16	\$25.50	(\$25.50)	\$2.08	(\$27.58)	0.00%
10.5.2130.2140.920.1100	MEDICARE	\$0.00	\$1.48	\$6.87	(\$6.87)	\$0.74	(\$7.61)	0.00%
10.5.2140.2140.920.1100	MEDICARE	\$0.00	\$139.76	\$934.70	(\$934.70)	\$142.01	(\$1,076.71)	0.00%
10.5.2140.2140.920.1120	MEDICARE	\$0.00	\$0.00	\$26.77	(\$26.77)	\$0.00	(\$26.77)	0.00%
10.5.2410.2140.920.1100	MEDICARE	\$15,675.84	\$1,038.04	\$6,832.01	\$8,843.83	\$518.95	\$8,324.88	53.11%
10.5.2410.2140.920.3200	MEDICARE	\$0.00	\$0.00	\$3.68	(\$3.68)	\$0.00	(\$3.68)	0.00%
10.5.2410.2140.920.4993	MEDICARE	\$0.00	\$21.62	\$21.62	(\$21.62)	\$0.00	(\$21.62)	0.00%
10.5.2510.2140.920.1100	MEDICARE	\$0.00	\$1.24	\$8.15	(\$8.15)	\$0.62	(\$8.77)	0.00%
10.5.2570.2140.920.1100	MEDICARE	\$0.00	\$2.10	\$13.76	(\$13.76)	\$1.05	(\$14.81)	0.00%
10.5.2140.2210.920.1100	LIFE INSURANCE	\$0.00	\$31.68	\$158.40	(\$158.40)	\$31.68	(\$190.08)	0.00%
10.5.2410.2210.920.1100	LIFE INSURANCE	\$3,242.00	\$110.58	\$586.18	\$2,655.82	\$44.89	\$2,610.93	80.53%
10.5.2140.2220.920.1100	MEDICAL INSURANCE	\$0.00	\$2,837.42	\$13,968.06	(\$13,968.06)	\$2,810.04	(\$16,778.10)	0.00%
10.5.2410.2220.920.1100	MEDICAL INSURANCE	\$197,589.38	\$18,728.36	\$92,067.82	\$105,521.56	\$9,364.18	\$96,157.38	48.67%
10.5.2140.2230.920.1100	DENTAL INSURANCE	\$0.00	\$176.14	\$880.70	(\$880.70)	\$176.14	(\$1,056.84)	0.00%
10.5.2410.2230.920.1100	DENTAL INSURANCE	\$12,296.50	\$1,115.00	\$5,575.00	\$6,721.50	\$557.50	\$6,164.00	50.13%
10.5.1200.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$585.00	(\$585.00)	\$495.00	(\$1,080.00)	0.00%
10.5.1207.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$585.00	(\$585.00)	\$495.00	(\$1,080.00)	0.00%
10.5.2110.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$585.00	(\$585.00)	\$495.00	(\$1,080.00)	0.00%
10.5.2130.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$108.00	\$486.00	(\$486.00)	\$594.00	(\$1,080.00)	0.00%
10.5.2410.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$286.12	\$1,616.80	(\$1,616.80)	\$1,485.00	(\$3,101.80)	0.00%
10.5.2410.3399.920.3200	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$180.00	(\$180.00)	\$0.00	(\$180.00)	0.00%
10.5.2510.3399.920.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$90.00	\$585.00	(\$585.00)	\$495.00	(\$1,080.00)	0.00%
10.5.2110.3400.920.1100	COMMUNICATION-TELEPHONE	\$0.00	\$203.26	\$1,207.06	(\$1,207.06)	\$1,092.94	(\$2,300.00)	0.00%
10.5.2410.3400.920.1100	COMMUNICATION-TELEPHONE	\$0.00	\$75.00	\$412.50	(\$412.50)	\$412.50	(\$825.00)	0.00%
10.5.2410.3400.920.3200	COMMUNICATION-TELEPHONE	\$0.00	\$0.00	\$75.00	(\$75.00)	\$0.00	(\$75.00)	0.00%
10.5.2570.3400.920.1100	COMMUNICATION-TELEPHONE	\$0.00	\$150.00	\$975.00	(\$975.00)	\$825.00	(\$1,800.00)	0.00%
10.5.1400.1100.921.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$6,455.50	\$41,960.75	(\$41,960.75)	\$35,505.20	(\$77,465.95)	0.00%
10.5.1400.1100.921.6100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$930.66	\$6,049.29	(\$6,049.29)	\$5,118.62	(\$11,167.91)	0.00%
10.5.1400.1100.921.6220	SALARIES, NON CERTIFIED STAFF	\$0.00	\$820.68	\$5,334.42	(\$5,334.42)	\$4,513.74	(\$9,848.16)	0.00%
10.5.1400.2120.921.1100	MUNICIPAL RETIREMENT	\$0.00	\$145.26	\$968.40	(\$968.40)	\$72.63	(\$1,041.03)	0.00%
10.5.1400.2120.921.6100	MUNICIPAL RETIREMENT	\$0.00	\$20.94	\$139.59	(\$139.59)	\$10.47	(\$150.06)	0.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 1/1/2024

To Date: 1/31/2024

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
 Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1400.2120.921.6220	MUNICIPAL RETIREMENT	\$0.00	\$18.46	\$123.08	(\$123.08)	\$9.23	(\$132.31)	0.00%
10.5.1400.2130.921.1100	FICA	\$0.00	\$380.54	\$2,564.98	(\$2,564.98)	\$190.27	(\$2,755.25)	0.00%
10.5.1400.2130.921.6100	FICA	\$0.00	\$54.86	\$369.81	(\$369.81)	\$27.43	(\$397.24)	0.00%
10.5.1400.2130.921.6220	FICA	\$0.00	\$48.38	\$326.06	(\$326.06)	\$24.19	(\$350.25)	0.00%
10.5.1400.2140.921.1100	MEDICARE	\$0.00	\$89.00	\$599.88	(\$599.88)	\$44.50	(\$644.38)	0.00%
10.5.1400.2140.921.6100	MEDICARE	\$0.00	\$12.84	\$86.53	(\$86.53)	\$6.42	(\$92.95)	0.00%
10.5.1400.2140.921.6220	MEDICARE	\$0.00	\$11.32	\$76.29	(\$76.29)	\$5.66	(\$81.95)	0.00%
10.5.1400.2210.921.1100	LIFE INSURANCE	\$0.00	\$10.86	\$54.30	(\$54.30)	\$3.79	(\$58.09)	0.00%
10.5.1400.2210.921.6100	LIFE INSURANCE	\$0.00	\$1.56	\$7.80	(\$7.80)	\$0.55	(\$8.35)	0.00%
10.5.1400.2210.921.6220	LIFE INSURANCE	\$0.00	\$1.38	\$6.90	(\$6.90)	\$0.48	(\$7.38)	0.00%
10.5.1400.2220.921.1100	MEDICAL INSURANCE	\$0.00	\$2,231.92	\$10,987.28	(\$10,987.28)	\$1,115.96	(\$12,103.24)	0.00%
10.5.1400.2220.921.6100	MEDICAL INSURANCE	\$0.00	\$321.76	\$1,584.00	(\$1,584.00)	\$160.88	(\$1,744.88)	0.00%
10.5.1400.2220.921.6220	MEDICAL INSURANCE	\$0.00	\$283.74	\$1,396.78	(\$1,396.78)	\$141.87	(\$1,538.65)	0.00%
10.5.1400.2230.921.1100	DENTAL INSURANCE	\$0.00	\$138.56	\$692.80	(\$692.80)	\$69.28	(\$762.08)	0.00%
10.5.1400.2230.921.6100	DENTAL INSURANCE	\$0.00	\$19.98	\$99.90	(\$99.90)	\$9.99	(\$109.89)	0.00%
10.5.1400.2230.921.6220	DENTAL INSURANCE	\$0.00	\$17.60	\$88.00	(\$88.00)	\$8.80	(\$96.80)	0.00%
10.5.2140.1000.922.1100	SALARIES, CERTIFIED STAFF	\$2,057,910.10	\$157,400.76	\$803,602.85	\$1,254,307.25	\$1,020,537.53	\$233,769.72	11.36%
10.5.2140.2110.922.1100	TEACHER'S RETIREMENT (TRS)	\$30,868.65	\$1,905.32	\$9,582.22	\$21,286.43	\$952.66	\$20,333.77	65.87%
10.5.2140.2140.922.1100	MEDICARE	\$30,380.45	\$2,155.10	\$10,972.28	\$19,408.17	\$1,090.19	\$18,317.98	60.30%
10.5.2140.2210.922.1100	LIFE INSURANCE	\$4,002.00	\$263.30	\$1,549.46	\$2,452.54	\$112.31	\$2,340.23	58.48%
10.5.2140.2220.922.1100	MEDICAL INSURANCE	\$356,650.95	\$26,103.94	\$134,159.09	\$222,491.86	\$12,801.97	\$209,689.89	58.79%
10.5.2140.2230.922.1100	DENTAL INSURANCE	\$22,622.64	\$1,564.30	\$8,314.72	\$14,307.92	\$782.15	\$13,525.77	59.79%
10.5.2140.3196.922.1100	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$12,000.00	(\$12,000.00)	\$0.00	(\$12,000.00)	0.00%
10.5.2140.3196.922.1120	CONTRACTUAL RELATED SERVICES	\$0.00	\$0.00	\$6,479.20	(\$6,479.20)	\$0.00	(\$6,479.20)	0.00%
10.5.2140.3399.922.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$80.83	\$443.78	(\$443.78)	\$0.00	(\$443.78)	0.00%
10.5.2140.1000.923.1100	SALARIES, CERTIFIED STAFF	\$36,050.00	\$3,166.66	\$15,833.30	\$20,216.70	\$19,166.70	\$1,050.00	2.91%
10.5.2140.2130.923.1100	FICA	\$0.00	\$187.06	\$935.78	(\$935.78)	\$93.53	(\$1,029.31)	0.00%
10.5.2140.2140.923.1100	MEDICARE	\$522.73	\$43.76	\$218.88	\$303.85	\$21.88	\$281.97	53.94%
10.5.2140.2210.923.1100	LIFE INSURANCE	\$276.00	\$9.64	\$64.84	\$211.16	\$4.82	\$206.34	74.76%
10.5.2140.2220.923.1100	MEDICAL INSURANCE	\$7,762.00	\$1,220.88	\$4,248.80	\$3,513.20	\$360.44	\$3,152.76	40.62%
10.5.2140.2230.923.1100	DENTAL INSURANCE	\$507.85	\$46.52	\$232.60	\$275.25	\$23.26	\$251.99	49.62%
10.5.2140.3399.923.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$21.03	\$111.04	(\$111.04)	\$0.00	(\$111.04)	0.00%
10.5.2130.1100.924.1100	SALARIES, NON CERTIFIED STAFF	\$658,547.10	\$52,208.95	\$280,253.64	\$378,293.46	\$313,782.72	\$64,510.74	9.80%
10.5.2130.2110.924.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$58.20	\$309.01	(\$309.01)	\$36.86	(\$345.87)	0.00%
10.5.2130.2120.924.1100	MUNICIPAL RETIREMENT	\$12,454.81	\$1,058.06	\$5,774.79	\$6,680.02	\$533.93	\$6,146.09	49.35%
10.5.2130.2130.924.1100	FICA	\$34,319.92	\$2,474.34	\$12,933.02	\$21,386.90	\$1,234.29	\$20,152.61	58.72%
10.5.2130.2140.924.1100	MEDICARE	\$8,026.43	\$687.77	\$3,780.08	\$4,246.35	\$352.20	\$3,894.15	48.52%
10.5.2130.2210.924.1100	LIFE INSURANCE	\$3,342.00	\$51.94	\$309.54	\$3,032.46	\$22.52	\$3,009.94	90.06%
10.5.2130.2220.924.1100	MEDICAL INSURANCE	\$142,440.27	\$18,920.30	\$80,321.42	\$62,118.85	\$8,960.15	\$53,158.70	37.32%
10.5.2130.2230.924.1100	DENTAL INSURANCE	\$10,708.25	\$1,131.60	\$5,658.00	\$5,050.25	\$565.80	\$4,484.45	41.88%
10.5.2130.3399.924.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$27.12	\$159.70	(\$159.70)	\$0.00	(\$159.70)	0.00%
10.5.1207.1000.926.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$7,959.32	\$39,280.30	(\$39,280.30)	\$55,715.24	(\$94,995.54)	0.00%
10.5.2110.1000.926.1100	SALARIES, CERTIFIED STAFF	\$1,369,172.14	\$86,474.78	\$451,937.82	\$917,234.32	\$579,070.61	\$338,163.71	24.70%
10.5.2410.1000.926.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$547.64	\$3,088.60	(\$3,088.60)	\$3,553.48	(\$6,642.08)	0.00%
10.5.2570.1005.926.1100	STIPENDS-CERTIFIED	\$0.00	\$218.40	\$1,419.60	(\$1,419.60)	\$1,201.18	(\$2,620.78)	0.00%
10.5.2110.1100.926.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$18,164.60	\$91,063.00	(\$91,063.00)	\$90,823.00	(\$181,886.00)	0.00%
10.5.1207.2110.926.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$99.48	\$490.95	(\$490.95)	\$49.74	(\$540.69)	0.00%
10.5.2110.2110.926.1100	TEACHER'S RETIREMENT (TRS)	\$20,537.58	\$1,282.99	\$6,632.82	\$13,904.76	\$673.74	\$13,231.02	64.42%
10.5.2410.2110.926.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$6.34	\$37.58	(\$37.58)	\$3.17	(\$40.75)	0.00%
10.5.2110.2130.926.1100	FICA	\$0.00	\$124.00	\$881.09	(\$881.09)	\$62.00	(\$943.09)	0.00%

LaGrange Area Dept. of Special Education

Monthly Expenditures

From Date: 1/1/2024

To Date: 1/31/2024

Fiscal Year: 2023-2024

- Subtotal by Collapse Mask
 Include pre encumbrance
 Print accounts with zero balance
 Filter Encumbrance Detail by Date Range
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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1207.2140.926.1100	MEDICARE	\$0.00	\$115.44	\$569.71	(\$569.71)	\$57.72	(\$627.43)	0.00%
10.5.2110.2140.926.1100	MEDICARE	\$19,853.00	\$1,415.75	\$7,392.82	\$12,460.18	\$743.76	\$11,716.42	59.02%
10.5.2410.2140.926.1100	MEDICARE	\$0.00	\$7.89	\$44.56	(\$44.56)	\$3.66	(\$48.22)	0.00%
10.5.2570.2140.926.1100	MEDICARE	\$0.00	\$2.90	\$19.31	(\$19.31)	\$1.45	(\$20.76)	0.00%
10.5.1207.2210.926.1100	LIFE INSURANCE	\$0.00	\$13.80	\$69.00	(\$69.00)	\$4.82	(\$73.82)	0.00%
10.5.2110.2210.926.1100	LIFE INSURANCE	\$2,898.00	\$199.82	\$1,259.66	\$1,638.34	\$97.03	\$1,541.31	53.19%
10.5.2410.2210.926.1100	LIFE INSURANCE	\$0.00	\$0.70	\$3.50	(\$3.50)	\$0.24	(\$3.74)	0.00%
10.5.2110.2220.926.1100	MEDICAL INSURANCE	\$227,302.57	\$24,319.02	\$109,309.87	\$117,992.70	\$11,263.00	\$106,729.70	46.95%
10.5.2110.2230.926.1100	DENTAL INSURANCE	\$15,382.65	\$1,371.68	\$6,855.13	\$8,527.52	\$709.10	\$7,818.42	50.83%
10.5.2410.2230.926.1100	DENTAL INSURANCE	\$0.00	\$7.04	\$35.20	(\$35.20)	\$3.52	(\$38.72)	0.00%
10.5.2110.3399.926.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$1,348.10	\$5,907.72	(\$5,907.72)	\$0.00	(\$5,907.72)	0.00%
10.5.2110.3399.926.1120	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$179.16	(\$179.16)	\$0.00	(\$179.16)	0.00%
10.5.2150.1000.927.1100	SALARIES, CERTIFIED STAFF	\$3,271,280.20	\$295,326.40	\$1,485,432.80	\$1,785,847.40	\$1,948,302.59	(\$162,455.19)	-4.97%
10.5.2150.2110.927.1100	TEACHER'S RETIREMENT (TRS)	\$49,069.20	\$3,656.16	\$18,421.71	\$30,647.49	\$1,858.44	\$28,789.05	58.67%
10.5.2150.2140.927.1100	MEDICARE	\$47,433.56	\$4,053.30	\$20,403.71	\$27,029.85	\$2,051.89	\$24,977.96	52.66%
10.5.2150.2210.927.1100	LIFE INSURANCE	\$8,624.00	\$533.44	\$3,176.14	\$5,447.86	\$236.18	\$5,211.68	60.43%
10.5.2150.2220.927.1100	MEDICAL INSURANCE	\$460,352.41	\$50,957.21	\$249,970.48	\$210,381.93	\$25,531.42	\$184,850.51	40.15%
10.5.2150.2230.927.1100	DENTAL INSURANCE	\$30,720.81	\$3,326.46	\$16,515.32	\$14,205.49	\$1,686.49	\$12,519.00	40.75%
10.5.2150.3399.927.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$691.44	\$1,519.39	(\$1,519.39)	\$0.00	(\$1,519.39)	0.00%
10.5.1000.1000.928.1100	SALARIES, CERTIFIED STAFF	\$0.00	\$11,769.30	\$58,846.50	(\$58,846.50)	\$82,385.08	(\$141,231.58)	0.00%
10.5.1200.1000.928.1100	SALARIES, CERTIFIED STAFF	\$2,513,249.00	\$231,734.33	\$1,144,859.73	\$1,368,389.27	\$1,513,340.44	(\$144,951.17)	-5.77%
10.5.1400.1000.928.6220	SALARIES, CERTIFIED STAFF	\$51,332.62	\$5,133.26	\$25,666.30	\$25,666.32	\$25,666.33	(\$0.01)	0.00%
10.5.2570.1005.928.1100	STIPENDS-CERTIFIED	\$0.00	\$37.64	\$244.66	(\$244.66)	\$207.04	(\$451.70)	0.00%
10.5.1000.2110.928.1100	TEACHER'S RETIREMENT (TRS)	\$0.00	\$147.12	\$735.60	(\$735.60)	\$73.56	(\$809.16)	0.00%
10.5.1200.2110.928.1100	TEACHER'S RETIREMENT (TRS)	\$37,698.74	\$2,748.92	\$13,876.48	\$23,822.26	\$1,364.70	\$22,457.56	59.57%
10.5.1400.2110.928.6220	TEACHER'S RETIREMENT (TRS)	\$769.99	\$64.18	\$320.90	\$449.09	\$32.09	\$417.00	54.16%
10.5.1200.2120.928.1100	MUNICIPAL RETIREMENT	\$0.00	\$168.85	\$592.09	(\$592.09)	\$69.42	(\$661.51)	0.00%
10.5.1200.2130.928.1100	FICA	\$0.00	\$807.80	\$3,526.32	(\$3,526.32)	\$337.69	(\$3,864.01)	0.00%
10.5.1000.2140.928.1100	MEDICARE	\$0.00	\$161.82	\$814.19	(\$814.19)	\$80.91	(\$895.10)	0.00%
10.5.1200.2140.928.1100	MEDICARE	\$36,442.11	\$3,115.54	\$15,556.84	\$20,885.27	\$1,525.97	\$19,359.30	53.12%
10.5.1400.2140.928.6220	MEDICARE	\$744.32	\$65.54	\$327.70	\$416.62	\$32.77	\$383.85	51.57%
10.5.2570.2140.928.1100	MEDICARE	\$0.00	\$0.52	\$3.33	(\$3.33)	\$0.26	(\$3.59)	0.00%
10.5.1000.2210.928.1100	LIFE INSURANCE	\$0.00	\$19.28	\$129.68	(\$129.68)	\$9.64	(\$139.32)	0.00%
10.5.1200.2210.928.1100	LIFE INSURANCE	\$7,244.00	\$385.48	\$2,404.14	\$4,839.86	\$177.49	\$4,662.37	64.36%
10.5.1400.2210.928.6220	LIFE INSURANCE	\$138.00	\$9.64	\$64.84	\$73.16	\$4.82	\$68.34	49.52%
10.5.1000.2220.928.1100	MEDICAL INSURANCE	\$0.00	\$1,441.76	\$7,097.60	(\$7,097.60)	\$720.88	(\$7,818.48)	0.00%
10.5.1200.2220.928.1100	MEDICAL INSURANCE	\$369,833.28	\$44,963.29	\$209,118.25	\$160,715.03	\$20,669.77	\$140,045.26	37.87%
10.5.1400.2220.928.6220	MEDICAL INSURANCE	\$24,773.80	\$2,312.12	\$11,337.16	\$13,436.64	\$1,156.06	\$12,280.58	49.57%
10.5.1000.2230.928.1100	DENTAL INSURANCE	\$0.00	\$93.04	\$465.20	(\$465.20)	\$46.52	(\$511.72)	0.00%
10.5.1200.2230.928.1100	DENTAL INSURANCE	\$22,735.84	\$2,670.18	\$13,117.99	\$9,617.85	\$1,323.12	\$8,294.73	36.48%
10.5.1400.2230.928.6220	DENTAL INSURANCE	\$1,538.46	\$140.92	\$704.60	\$833.86	\$70.46	\$763.40	49.62%
10.5.1200.3399.928.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$225.66	\$1,886.27	(\$1,886.27)	\$0.00	(\$1,886.27)	0.00%
10.5.2630.1100.929.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$6,835.70	\$44,432.05	(\$44,432.05)	\$37,596.30	(\$82,028.35)	0.00%
10.5.2630.2120.929.1100	MUNICIPAL RETIREMENT	\$0.00	\$153.80	\$1,008.25	(\$1,008.25)	\$76.90	(\$1,085.15)	0.00%
10.5.2630.2130.929.1100	FICA	\$0.00	\$404.60	\$2,658.97	(\$2,658.97)	\$202.30	(\$2,861.27)	0.00%
10.5.2630.2140.929.1100	MEDICARE	\$0.00	\$94.62	\$621.86	(\$621.86)	\$47.31	(\$669.17)	0.00%
10.5.2630.2210.929.1100	LIFE INSURANCE	\$0.00	\$9.64	\$64.84	(\$64.84)	\$4.82	(\$69.66)	0.00%
10.5.2630.2220.929.1100	MEDICAL INSURANCE	\$0.00	\$2,837.42	\$13,968.06	(\$13,968.06)	\$1,418.71	(\$15,386.77)	0.00%
10.5.2630.2230.929.1100	DENTAL INSURANCE	\$0.00	\$140.92	\$704.60	(\$704.60)	\$70.46	(\$775.06)	0.00%
10.5.1400.1100.930.6220	SALARIES, NON CERTIFIED STAFF	\$87,550.00	\$7,150.22	\$45,648.76	\$41,901.24	\$39,326.24	\$2,575.00	2.94%

LaGrange Area Dept. of Special Education

Monthly Expenditures

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Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
10.5.1400.2120.930.6220	MUNICIPAL RETIREMENT	\$1,969.88	\$160.88	\$1,053.22	\$916.66	\$80.44	\$836.22	42.45%
10.5.1400.2130.930.6220	FICA	\$5,428.10	\$418.12	\$2,754.81	\$2,673.29	\$209.06	\$2,464.23	45.40%
10.5.1400.2140.930.6220	MEDICARE	\$1,269.48	\$97.78	\$644.26	\$625.22	\$48.89	\$576.33	45.40%
10.5.1400.2210.930.6220	LIFE INSURANCE	\$138.00	\$3.22	\$21.62	\$116.38	\$1.61	\$114.77	83.17%
10.5.1400.2220.930.6220	MEDICAL INSURANCE	\$7,762.00	\$720.88	\$3,548.80	\$4,213.20	\$360.44	\$3,852.76	49.64%
10.5.1400.2230.930.6220	DENTAL INSURANCE	\$507.85	\$46.52	\$232.60	\$275.25	\$23.26	\$251.99	49.62%
10.5.1400.3399.930.6220	TRAVEL LOCAL MILEAGE	\$0.00	\$47.03	\$470.39	(\$470.39)	\$0.00	(\$470.39)	0.00%
10.5.1400.1100.931.6100	SALARIES, NON CERTIFIED STAFF	\$152,351.97	\$5,490.08	\$40,187.24	\$112,164.73	\$30,195.35	\$81,969.38	53.80%
10.5.1400.1100.931.6110	SALARIES, NON CERTIFIED STAFF	\$0.00	\$4,160.62	\$26,414.84	(\$26,414.84)	\$22,883.40	(\$49,298.24)	0.00%
10.5.1400.2120.931.6100	MUNICIPAL RETIREMENT	\$3,427.92	\$123.52	\$911.06	\$2,516.86	\$61.78	\$2,455.10	71.82%
10.5.1400.2120.931.6110	MUNICIPAL RETIREMENT	\$0.00	\$93.62	\$609.41	(\$609.41)	\$514.91	(\$1,124.32)	0.00%
10.5.1400.2130.931.6100	FICA	\$9,445.82	\$335.64	\$2,460.07	\$6,985.75	\$167.82	\$6,817.93	72.18%
10.5.1400.2130.931.6110	FICA	\$0.00	\$217.58	\$1,439.45	(\$1,439.45)	\$1,216.88	(\$2,656.33)	0.00%
10.5.1400.2140.931.6100	MEDICARE	\$2,209.10	\$78.50	\$575.34	\$1,633.76	\$39.25	\$1,594.51	72.18%
10.5.1400.2140.931.6110	MEDICARE	\$0.00	\$50.88	\$336.62	(\$336.62)	\$284.56	(\$621.18)	0.00%
10.5.1400.2210.931.6100	LIFE INSURANCE	\$414.00	\$3.22	\$21.62	\$392.38	\$1.61	\$390.77	94.39%
10.5.1400.2210.931.6110	LIFE INSURANCE	\$0.00	\$3.22	\$21.62	(\$21.62)	\$24.61	(\$46.23)	0.00%
10.5.1400.2220.931.6100	MEDICAL INSURANCE	\$7,762.00	\$1,801.24	\$7,807.72	(\$45.72)	\$900.62	(\$946.34)	-12.19%
10.5.1400.2220.931.6110	MEDICAL INSURANCE	\$0.00	\$2,312.12	\$11,337.16	(\$11,337.16)	\$11,309.19	(\$22,646.35)	0.00%
10.5.1400.2230.931.6100	DENTAL INSURANCE	\$507.85	\$114.20	\$503.32	\$4.53	\$57.10	(\$52.57)	-10.35%
10.5.1400.2230.931.6110	DENTAL INSURANCE	\$0.00	\$140.92	\$704.60	(\$704.60)	\$704.50	(\$1,409.10)	0.00%
10.5.1400.3399.931.6100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$94.75	(\$94.75)	\$0.00	(\$94.75)	0.00%
10.5.1400.3399.931.6110	TRAVEL LOCAL MILEAGE	\$0.00	\$92.36	\$389.74	(\$389.74)	\$0.00	(\$389.74)	0.00%
10.5.1400.4101.931.6100	SUPPLIES-MEETINGS	\$0.00	\$0.00	\$65.90	(\$65.90)	\$0.00	(\$65.90)	0.00%
10.5.2550.1100.932.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$7,450.54	\$48,428.51	(\$48,428.51)	\$40,978.02	(\$89,406.53)	0.00%
10.5.2570.1100.932.1100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$75.26	\$486.16	(\$486.16)	\$413.84	(\$900.00)	0.00%
10.5.2550.2120.932.1100	MUNICIPAL RETIREMENT	\$0.00	\$167.62	\$1,106.64	(\$1,106.64)	\$83.81	(\$1,190.45)	0.00%
10.5.2570.2120.932.1100	MUNICIPAL RETIREMENT	\$0.00	\$1.70	\$11.25	(\$11.25)	\$0.85	(\$12.10)	0.00%
10.5.2550.2130.932.1100	FICA	\$0.00	\$423.44	\$2,814.90	(\$2,814.90)	\$211.72	(\$3,026.62)	0.00%
10.5.2570.2130.932.1100	FICA	\$0.00	\$4.36	\$28.61	(\$28.61)	\$2.18	(\$30.79)	0.00%
10.5.2550.2140.932.1100	MEDICARE	\$0.00	\$99.04	\$658.30	(\$658.30)	\$49.52	(\$707.82)	0.00%
10.5.2570.2140.932.1100	MEDICARE	\$0.00	\$1.02	\$6.70	(\$6.70)	\$0.51	(\$7.21)	0.00%
10.5.2550.2210.932.1100	LIFE INSURANCE	\$0.00	\$6.44	\$43.24	(\$43.24)	\$3.22	(\$46.46)	0.00%
10.5.2550.2220.932.1100	MEDICAL INSURANCE	\$0.00	\$5,327.82	\$22,804.94	(\$22,804.94)	\$2,163.91	(\$24,968.85)	0.00%
10.5.2550.2230.932.1100	DENTAL INSURANCE	\$0.00	\$275.72	\$1,378.60	(\$1,378.60)	\$137.86	(\$1,516.46)	0.00%
10.5.2550.3399.932.1100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$57.38	(\$57.38)	\$0.00	(\$57.38)	0.00%
10.5.1400.1100.933.6220	SALARIES, NON CERTIFIED STAFF	\$41,366.50	\$0.00	\$0.00	\$41,366.50	\$0.00	\$41,366.50	100.00%
10.5.1400.2120.933.6220	MUNICIPAL RETIREMENT	\$930.75	\$0.00	\$0.00	\$930.75	\$0.00	\$930.75	100.00%
10.5.1400.2130.933.6220	FICA	\$2,564.73	\$0.00	\$0.00	\$2,564.73	\$0.00	\$2,564.73	100.00%
10.5.1400.2140.933.6220	MEDICARE	\$599.00	\$0.00	\$0.00	\$599.00	\$0.00	\$599.00	100.00%
10.5.1400.2210.933.6220	LIFE INSURANCE	\$276.00	\$0.00	\$0.00	\$276.00	\$0.00	\$276.00	100.00%
10.5.1400.2220.933.6220	MEDICAL INSURANCE	\$24,773.80	\$0.00	\$0.00	\$24,773.80	\$0.00	\$24,773.80	100.00%
10.5.1400.2230.933.6220	DENTAL INSURANCE	\$1,538.46	\$0.00	\$0.00	\$1,538.46	\$0.00	\$1,538.46	100.00%
10.5.1400.1100.934.6100	SALARIES, NON CERTIFIED STAFF	\$0.00	\$3,272.74	\$19,797.55	(\$19,797.55)	\$17,999.99	(\$37,797.54)	0.00%
10.5.1400.1100.934.6220	SALARIES, NON CERTIFIED STAFF	\$0.00	\$3,597.00	\$22,457.46	(\$22,457.46)	\$19,783.42	(\$42,240.88)	0.00%
10.5.1400.2120.934.6100	MUNICIPAL RETIREMENT	\$0.00	\$73.64	\$453.65	(\$453.65)	\$36.82	(\$490.47)	0.00%
10.5.1400.2120.934.6220	MUNICIPAL RETIREMENT	\$0.00	\$80.92	\$512.97	(\$512.97)	\$40.46	(\$553.43)	0.00%
10.5.1400.2130.934.6100	FICA	\$0.00	\$162.52	\$1,187.02	(\$1,187.02)	\$81.26	(\$1,268.28)	0.00%
10.5.1400.2130.934.6220	FICA	\$0.00	\$184.92	\$1,201.92	(\$1,201.92)	\$92.46	(\$1,294.38)	0.00%
10.5.1400.2140.934.6100	MEDICARE	\$0.00	\$38.00	\$277.64	(\$277.64)	\$19.00	(\$296.64)	0.00%

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10.5.1400.2140.934.6220	MEDICARE	\$0.00	\$43.24	\$281.04	(\$281.04)	\$21.62	(\$302.66)	0.00%
10.5.1400.2210.934.6100	LIFE INSURANCE	\$0.00	\$3.22	\$21.62	(\$21.62)	\$1.61	(\$23.23)	0.00%
10.5.1400.2210.934.6220	LIFE INSURANCE	\$0.00	\$3.22	\$21.62	(\$21.62)	\$1.61	(\$23.23)	0.00%
10.5.1400.2220.934.6100	MEDICAL INSURANCE	\$0.00	\$2,312.12	\$2,312.12	(\$2,312.12)	\$1,156.06	(\$3,468.18)	0.00%
10.5.1400.2220.934.6220	MEDICAL INSURANCE	\$0.00	\$2,312.12	\$11,337.16	(\$11,337.16)	\$1,156.06	(\$12,493.22)	0.00%
10.5.1400.2230.934.6100	DENTAL INSURANCE	\$0.00	\$140.92	\$140.92	(\$140.92)	\$70.46	(\$211.38)	0.00%
10.5.1400.2230.934.6220	DENTAL INSURANCE	\$0.00	\$140.92	\$704.60	(\$704.60)	\$70.46	(\$775.06)	0.00%
10.5.1400.3399.934.6100	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$46.65	(\$46.65)	\$0.00	(\$46.65)	0.00%
10.5.1400.3399.934.6220	TRAVEL LOCAL MILEAGE	\$0.00	\$0.00	\$168.16	(\$168.16)	\$0.00	(\$168.16)	0.00%
10.5.1400.1100.935.6110	SALARIES, NON CERTIFIED STAFF	\$0.00	\$0.00	\$2,628.00	(\$2,628.00)	\$0.00	(\$2,628.00)	0.00%
10.5.1400.1100.935.6220	SALARIES, NON CERTIFIED STAFF	\$0.00	\$126.00	\$8,403.00	(\$8,403.00)	\$81.00	(\$8,484.00)	0.00%
10.5.1400.2120.935.6220	MUNICIPAL RETIREMENT	\$0.00	\$0.00	\$26.02	(\$26.02)	\$0.00	(\$26.02)	0.00%
10.5.1400.2130.935.6110	FICA	\$0.00	\$0.00	\$162.94	(\$162.94)	\$0.00	(\$162.94)	0.00%
10.5.1400.2130.935.6220	FICA	\$0.00	\$7.81	\$520.98	(\$520.98)	\$5.02	(\$526.00)	0.00%
10.5.1400.2140.935.6110	MEDICARE	\$0.00	\$0.00	\$38.09	(\$38.09)	\$0.00	(\$38.09)	0.00%
10.5.1400.2140.935.6220	MEDICARE	\$0.00	\$1.83	\$121.86	(\$121.86)	\$1.17	(\$123.03)	0.00%
	FUND: EDUCATION - 10	\$30,243,701.00	\$2,718,525.08	\$15,389,699.47	\$14,854,001.53	\$11,360,711.91	\$3,493,289.62	11.55%
20.5.2540.3107.901.1100	CONTRACTUAL SERVICES	\$0.00	\$1,140.00	\$6,168.00	(\$6,168.00)	\$0.00	(\$6,168.00)	0.00%
20.5.2540.3107.901.1120	CONTRACTUAL SERVICES	\$0.00	\$0.00	\$980.00	(\$980.00)	\$0.00	(\$980.00)	0.00%
20.5.2320.3194.901.1100	ARCHITECT FEES	\$0.00	\$0.00	\$6,026.83	(\$6,026.83)	\$0.00	(\$6,026.83)	0.00%
20.5.2540.3230.901.1100	REPAIRS AND MAINTENANCE SERVIC	\$0.00	\$0.00	\$1,746.56	(\$1,746.56)	\$0.00	(\$1,746.56)	0.00%
	FUND: OPERATIONS & MAINTENANCE - 20	\$0.00	\$1,140.00	\$14,921.39	(\$14,921.39)	\$0.00	(\$14,921.39)	0.00%
99.5.1400.4100.259.1100	OFFICE SUPPLIES LESS \$499	\$0.00	\$0.00	\$45.36	(\$45.36)	\$0.00	(\$45.36)	0.00%
	FUND: ACTIVITY FUND - SHREDDER WORKS - 99	\$0.00	\$0.00	\$45.36	(\$45.36)	\$0.00	(\$45.36)	0.00%
Grand Total:		\$30,243,701.00	\$2,719,665.08	\$15,404,666.22	\$14,839,034.78	\$11,360,711.91	\$3,478,322.87	11.50%

End of Report



**LYONS TOWNSHIP HIGH SCHOOL
District 204**

Dr. Brian Waterman, Superintendent
Ph: 708-579-6451 E: BWaterman@LTHS.net
North Campus 100 S. Brainard Ave., LaGrange, IL 60525
South Campus 4900 S. Willow Springs Ave., Western Springs, IL 60558

TO: District #204 Board of Education
FROM: Dr. Brian Waterman, Superintendent
DATE: February 20, 2024
RE: Closed Session Minutes and Verbatim Recordings

The Illinois Open Meetings Act requires school boards to review all Closed Session minutes and verbatim recordings to determine if the need for confidentiality still exists.

The Board of Education has made the finding that after reviewing these minutes and in accordance with section 2.06(d) of the Open Meetings Act that the need for confidentiality still exists for all of the Board’s existing closed session minutes.

In addition, after review of the verbatim recordings of the Closed Sessions it is determined that the need for confidentiality of the verbatim recordings still exists. Pursuant to Section 2.06(c) of the Open Meetings Act, the Board authorizes the Board Clerk to destroy the following verbatim recordings as they were created at least 18 months prior to this meeting and the Board previously approved written minutes of the closed meetings where such verbatim recordings were created

List of Dates:

- | | |
|-------------------|-----------------|
| February 22, 2022 | June 27, 2022 |
| March 14, 2022 | July 6, 2022 |
| March 21, 2022 | August 8, 2022 |
| April 11, 2022 | August 15, 2022 |
| May 9, 2022 | |

The following dates are **NOT TO BE DESTROYED** as they are still being reviewed by the PAC, but the need for confidentiality still exists.

- April 18, 2022
- May 16, 2022
- June 21, 2022

Consistent with the requirements of the Open Meetings Act, I recommend the Board of Education approves the findings as designated above.



COST DETAIL

If you are seeking LTHS Board of Education funding, please indicate which level by checking one of the boxes below.

- Funding Level I: In-State sanctioned competitions or National competitions subsequent to advancement at the state level**

The Board of Education will fund lodging, transportation, registration, and meals.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level II: Invitational competition**

The Board of Education will fund lodging and registration.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level III: All other overnight trips**

The Board of Education will not fund any expenses, including chaperone costs. All costs must be funded by the group and/or paid for by the travelers.

Cost to LTHS						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level I	\$ 175.00	\$ 0.00	\$ 0.00	\$ 550.00		\$ 725.00
Level II						\$ 0.00
Cost to School Group and/or Participants/Family						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level II						\$ 0.00
Level III						\$ 0.00

Total Cost of Level II trip	\$ 0.00
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Individual Cost per Traveler						
Traveler	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Student						\$ 0.00
Chaperone						\$ 0.00
Per student total cost, per travel agent (Level III only)						

Overnight Travel Request Funding Summary						
Board account number(s)		10E000 1517 3318 00 540000 & 3902 00 540000 // 40E000 2550 3255 00 540000				
Student Activity account number(s)		98L000 9315				
Funding from LTHS adopted budget						
Additional School Board funding request						
Total cost to LTHS					\$ 0.00	
Student Activity Account funding						
Participant funding						
Club Fundraising/Participant funding					\$ 0.00	
TOTAL COST OF OVERNIGHT TRAVEL 243						\$ 0.00

List the adult chaperones:

Blake Sauders _____
Matt Van Diepen _____
Female chaperone TBD _____

If you plan to use funds from Student Activity Accounts, how will these funds be used?

Not applicable.

Has your group or any partnering parent organization completed any fundraising for this trip? No.

If yes, please explain: _____

TRIP RATIONALE

1. Please explain in detail the purpose of the trip: Members of the LT Robotics Team have qualified to compete at the Illinois VRC State Championship at Olivet Nazarene University. Students will compete against 47 high school teams from around Illinois with a chance to qualify for the VEX World Championships.

2. Would you describe this trip as a competition or an educational opportunity? Please explain:
This trip is both a competition and an educational opportunity for the students. Students will compete against hundreds of students from around the state. During this time, they will partner with many of those students in competition. They will have to overcome obstacles to work together with these other teams so that their team has a chance at being successful.

3. Has LT sent students on this trip before? Is it an annual trip? Please provide any history or background regarding this particular trip: Yes, LT Robotics has qualified at least one team for the VRC State Championship every year of its existence (since 2017).

4. How were students selected for this trip and how will their experience benefit the school?
At the beginning of the school year, we let students form their own teams. We do encourage them to ensure that all of the skills needed to be successful are represented on the team. There needs to be a builder, a programmer, a strategist, a PR person, and any other roles they feel best suit their team. We coaches do have final say over teams and will make changes as we see necessary.

5. What grade are the student participants currently in? 9 - 12

6. Describe the itinerary. If it is easier to attach an itinerary, please do so. Please also attach any forms, publicity materials, or other resources explaining the trip:
March 22: travel to Olivet Nazarene University
March 22 & 23: compete in the IL State Championship, staying overnight in Bourbonnais
March 23: return to LT after the competition and awards

7. Has a travel agent or tour company been used? Yes No
If Yes, attach all contact information and proof of insurance coverage provided by the company.

8. Please submit a comprehensive list of all students who will participate.

- Molly Banos
- Cole Buckhalter
- David Cunditt
- Gavin Dill
- Dominick Dudek
- Cali Hendricks
- Matthew Rife

**LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
OVERNIGHT TRAVEL REQUEST**

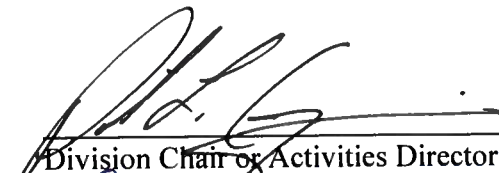
All requests for student travel that include overnight lodging must be submitted for approval to the Superintendent using this form. Please complete your Travel Request with the assistance of your Division Chair or the Director of Student Activities. Your request requires the signatures of all administrative staff members listed below. All requests must be submitted to the Superintendent's office no later than **one month prior** to the next scheduled Board Meeting, unless travel is for unforeseen advancement in a state competition. All District policies and regulations governing student behavior remain in full effect for the duration of the overnight trip, and sponsors and chaperones are expected to fully enforce all applicable rules.

- Group submitting request: LTTV
- Sponsor's name(s) submitting request: Bill Allan
- Destination(s) of trip: National Association of Broadcasters Convention (Las Vegas, NV)
- Number of students participating: 6
- Dates of requested travel: April 11 - 15, 2024
- Is this an IHSA or ILMEA event? Yes No
- Will students miss more than one school day? Yes No If Yes, how many days? 3

Overnight Travel Request Funding Summary		
Funding from LTHS adopted budget	\$ 0.00	
Additional School Board funding request	\$ 0.00	
Total cost to LTHS		\$ 0.00
Club Fundraising/Participant funding		\$ 8,680.00
TOTAL COST OF OVERNIGHT TRAVEL		\$ 8,680.00

APPROVALS

Yes No


Division Chair of Activities Director

31 JANUARY 2024
Date

Yes No


Associate Principal

2/1/24
Date

Yes No


Principal

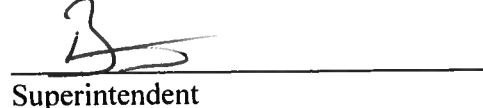
2/2/24
Date

Yes No


Director of Business Services

2/2/24
Date

Yes No


Superintendent

2/7/24
Date

For Office Use Only:

Please send completed copies to all individuals listed on this ²⁴⁶page, the Business Office, and the person requesting the trip.

COST DETAIL

If you are seeking LTHS Board of Education funding, please indicate which level by checking one of the boxes below.

- Funding Level I:** In-State sanctioned competitions or National competitions subsequent to advancement at the state level

The Board of Education will fund lodging, transportation, registration, and meals.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level II:** Invitational competition

The Board of Education will fund lodging and registration.

*All chaperone costs will be covered, including meals (with itemized receipts).

- Funding Level III:** All other overnight trips

The Board of Education will not fund any expenses, including chaperone costs. All costs must be funded by the group and/or paid for by the travelers.

Cost to LTHS						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level I						\$ 0.00
Level II						\$ 0.00
Cost to School Group and/or Participants/Family						
Level Requested	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Level II						\$ 0.00
Level III	\$ 0.00	\$ 3,680.00	\$ 3,800.00	\$ 1,000.00	\$ 200.00	\$ 8,680.00

Total Cost of Level II trip	\$ 0.00
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Individual Cost per Traveler						
Traveler	Registration	Lodging	Transportation	Meals (\$25/day)	Other costs	Total
Student	\$ 0.00	\$ 450.00	\$ 460.00	\$ 25.00	\$ 25.00	\$ 960.00
Chaperone	\$ 0.00	\$ 450.00	\$ 460.00	\$ 25.00	\$ 25.00	\$ 960.00
Per student total cost, per travel agent (Level III only)						

Overnight Travel Request Funding Summary						
Board account number(s)						
Student Activity account number(s)		98L000 9222				
Funding from LTHS adopted budget			\$ 0.00			
Additional School Board funding request			\$ 0.00			
Total cost to LTHS					\$ 0.00	
Student Activity Account funding			\$ 5,000.00			
Participant funding			\$ 3,680.00			
Club Fundraising/Participant funding					\$ 8,680.00	
TOTAL COST OF OVERNIGHT TRAVEL						\$ 8,680.00

List the adult chaperones:

Bill Allan _____
Parent chaperone (TBD) _____

If you plan to use funds from Student Activity Accounts, how will these funds be used?

The TV Club account has enough to cover the hotel rooms, ground travel, and dinners. Some additional costs may include fees for participating in specific training seminars or attending workshops, but those are determined at the conference.

Has your group or any partnering parent organization completed any fundraising for this trip? No.

If yes, please explain: _____

TRIP RATIONALE

1. Please explain in detail the purpose of the trip: The National Association of Broadcasters annual convention (the NAB show) is the largest media/film/TV event in the world. It is a truly amazing opportunity for students to learn about technology, media trends, networking opportunities, and much more. This will be our eighth trip, and every time we have gone, it has been incredible for our students and for our program. This trip is how we connected with Blackmagic Design, one of the largest companies in film and television. Our connection and partnership with them has brought close to \$20,000 in donations to LTTV, including equipment and software, as well as great networking opportunities, free training, and internships.

2. Would you describe this trip as a competition or an educational opportunity? Please explain:

This is an educational opportunity. Students get to attend workshops, listen to industry speakers, try out equipment, software, and technology HANDS-ON.

3. Has LT sent students on this trip before? Is it an annual trip? Please provide any history or background regarding this particular trip: Yes, this is our eighth trip to the NAB show. We were welcomed by industry professionals and college educators, who complimented the students on their professionalism and applauded the opportunity that the students were given by LT. The students came back from previous NAB shows with valuable information to share with the other students involved in TV Club and classes at LTTV.

4. How were students selected for this trip and how will their experience benefit the school? Students applied to attend the trip. They are then evaluated by their service to LTTV, their leadership roles within the program, their dedication to LTTV, their plans for college and career pursuits in media and much more. Their experience has already benefited the school tremendously, as indicated above by our Blackmagic Design partnership, as well as bringing back knowledge of new equipment and software, to reinvest in the LTTV program.

5. What grade are the student participants currently in? Mix of Juniors and Seniors

6. Describe the itinerary. If it is easier to attach an itinerary, please do so. Please also attach any forms, publicity materials, or other resources explaining the trip:

Itinerary will be determined, but roughly as follows:
Thursday and Friday are for tours of media outlets (CBS Las Vegas, UNLV film school, etc.) and meeting with Blackmagic Design, Comcast Sports, and Keycode Media. We have also been invited to other vendor events, pending confirmations in March.
Saturday through Monday is the actual show, which will involve attending keynote speeches, presentations, seminars, workshops, and exploring the various show rooms throughout each day.
For more information: <https://nabshow.com/2024/explore/schedule/>

7. Has a travel agent or tour company been used? Yes No
If Yes, attach all contact information and proof of insurance coverage provided by the company.

8. Please submit a comprehensive list of all students who will participate.