



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

**Room 103-104
100 South Brainard Avenue
La Grange, Illinois 60525
Monday, August 3, 2026 - 6:30 PM**

A G E N D A

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. PUBLIC PARTICIPATION

IV. FINANCE

- A. Discussion: Timeline of Potential Sale of Willow Springs Property 2

V. POLICY

- A. PRESS 122 Updates (First Reading) 25

VI. STUDENT SERVICES

- A. 2025-26 Student Behavior Report & 2026-27 Student Behavior Areas of Emphasis 81

VII. PUBLIC PARTICIPATION

VIII. ADJOURNMENT

**BY ORDER OF
TIM ALBORES
LYONS TOWNSHIP HIGH SCHOOL DISTRICT 204
100 SOUTH BRAINARD AVENUE
LA GRANGE, IL 60525**

Schedule and Timeline

8100 Willow Springs Road, Willow Springs, Illinois
±71.323 acres · Sale under 105 ILCS 5/5-22

MARKETING LAUNCH

August 4, 2026

SALE RESOLUTION

September 21,
2026

BID OPENING

November 9,
2026

AWARD OF
CONTRACT

November 16,
2026

PREPARED FOR

Board of Education

Lyons Township High School District No. 204
Attn: Dr. Brian Waterman, Superintendent
100 South Brainard Avenue, La Grange, Illinois 60525

PREPARED BY

**MoHall Commercial & Urban Development
LLC**

Moses E. Hall, CCIM, AHWD
Designated Managing Broker, Illinois Licensed
Pursuant to Professional Services Agreement dated March 2,
2026



SECTION 01

Purpose and Framework

This schedule is submitted under Paragraph 1 of the Professional Services Agreement dated March 2, 2026, which requires a jointly established schedule covering the tentative dates for the sale resolution, the opening of bids and the award of a contract, together with all other actions to be identified.

It builds on the draft timeline circulated by the Superintendent, reconciles it against Section 5-22 of the School Code and the bid documents prepared by the Board’s counsel, and lists at Section 06 the items being updated with counsel before the Board acts on September 21. The sale proceeds by **sealed bid**, the method the Board has selected.

Statutory framework

AUTHORITY	REQUIREMENT GOVERNING THIS SCHEDULE
105 ILCS 5/10-22.13	Board determination that the property has become unnecessary, unsuitable and inconvenient for the uses of the District.
105 ILCS 5/5-22	Resolution adopted by at least two-thirds of the Board members, which for the seven-member Board means at least five affirmative votes . Sale at public sale by sealed bids, the method the Board has selected, within 60 days after adoption of the resolution . Notice of the time, place and terms published once each week for three successive weeks prior to the final date of acceptance of bids, in a newspaper published in the District or, if none, in a newspaper published in the county having general circulation in the District. Bids must be accepted and opened at locations within the District.
Open Meetings Act	Notice and agenda posting for the Committee of the Whole and Regular Action Meetings at which the timeline, terms and award are considered.
Agreement ¶15	Consultant reporting to the Board on the progress of the Services not less than once per week, with documentation of all outreach efforts and feedback.

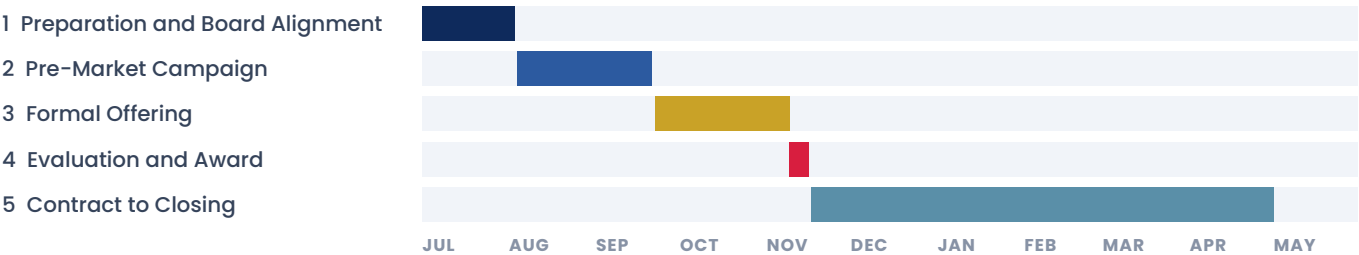
The 60-day statutory window is the governing constraint on this schedule

Section 5-22 requires the sale to occur within 60 days after adoption of the resolution. With the resolution adopted at the Regular Action Meeting on Monday, September 21, 2026, that window closes on **Friday, November 20, 2026**. The bid opening on November 9 and the award on November 16 both fall inside it, but the award carries only **four days of slack**.

If the November 16 meeting is cancelled, loses quorum, or is continued, the next regular meeting would fall outside the window and the Board would have to re-adopt the resolution and repeat the notice and bid procedures. The Board should treat November 16 as a fixed date. If that meeting cannot proceed, the Board retains the ability to call a special meeting on or before November 20, 2026 to award the contract.

SECTION 02

Master Schedule



Milestone summary

Where a bid is submitted without the due diligence period, the Purchase Agreement provides for closing within 45 days of the Board's execution, or on or about December 31, 2026. Both closing paths appear below because the Bid Form invites pricing on each basis.

DATE	MILESTONE	OWNER	TYPE
July 2026	Schedule, marketing plan and draft Terms and Conditions prepared	Consultant / Counsel	WORK
Mon, Aug 3, 2026	Committee of the Whole: timeline and marketing launch discussion	Board	BOARD
Tue, Aug 4, 2026	Marketing plan launch; pre-market campaign begins	Consultant	WORK
Mon, Sep 21, 2026	Regular Action Meeting: sale resolution adopted; Terms and Conditions approved	Board	STATUTORY
Tue, Sep 22, 2026	Bidder information packet published; listing services activated	Consultant / District	WORK
Sep 30, Oct 7, Oct 14	Notice of Public Sale published, three successive weeks	Counsel / District	STATUTORY
October 2026	Scheduled property inspection days	Consultant	WORK
Wed, Nov 4, 2026	Deadline for written inquiries, 5:00 p.m.	Consultant	DEADLINE
Mon, Nov 9, 2026	Sealed bids due 9:00 a.m.; public opening 9:05 a.m., District Office	District / Counsel	STATUTORY
Nov 9 – 13, 2026	Legal review of bids; bid analysis and recommendation	Counsel / Consultant	WORK
Mon, Nov 16, 2026	Regular Action Meeting: award of contract to recommended bidder	Board	BOARD
Fri, Nov 20, 2026	Statutory outside date, 60 days from adoption of resolution		Limit
Nov 17, 2026 – May 1, 2027	Due diligence period of 120 days if retained, then closing 45 days after its expiration	Purchaser / District	CONTRACT

SECTION 03

Phase Detail

PHASE 1 • JULY 1 TO AUGUST 3, 2026

Preparation and Board Alignment

Objective: place a complete, compliant package in front of the Board before any public marketing begins

ACTION	OWNER	TARGET
Draft schedule and timeline	Consultant	July 2026
Marketing plan components prepared	Consultant	July 2026
Legal review of marketing plan for compliance with the Agreement	Counsel	July 2026
Draft Terms and Conditions of Sale developed for Board feedback	Counsel and Consultant	July 2026
Diligence package assembled: ALTA/NSPS survey, Phase I ESA, wetland delineation, and the title commitment issued by Chicago Title Insurance Company, revised July 1, 2026	Consultant / District	By Aug 3
Committee of the Whole: Board discussion of timeline and marketing launch	Board	Aug 3

PHASE 2 • AUGUST 4 TO SEPTEMBER 21, 2026

Pre-Market Campaign

Objective: build a qualified, informed buyer pool before the formal bid window opens

Exhibit A of the Agreement conditions listing on the multiple listing service, CoStar, LoopNet and Brevitas on the Board’s approval of a resolution authorizing the sale. Because that resolution is scheduled for September 21, the campaign that launches on August 4 is a pre-market awareness and outreach campaign rather than a listing. This is the correct sequence and it is also the more effective one: it gives national and regional builders roughly seven weeks to review the opportunity internally before the formal 48-day bid window begins. This phase corresponds to Phase One of the Marketing Plan; Phase 3 of this schedule corresponds to its Phase Two.

ACTION	OWNER	TARGET
Offering memorandum produced, including maps, aerial photography, zoning summary, demographics and conceptual site plan	Consultant	Aug 4 – Aug 28
Targeted buyer outreach program commences across all Exhibit A categories	Consultant	From Aug 4
Industry network activation through CCIM, NAIOP, ULI and the Chicago Association of REALTORS	Consultant	From Aug 4
Registration of interested parties and establishment of the written inquiry protocol	Consultant	From Aug 4

ACTION	OWNER	TARGET
Engagement with the Village of Willow Springs on the development framework	Consultant / District	Aug – Sep
Community and stakeholder communications support as requested	Consultant	Ongoing
Weekly written progress reports to the Board	Consultant	Every week
Terms and Conditions finalized for Board action	Counsel and Consultant	By Sep 14
Regular Action Meeting: sale resolution adopted by two-thirds vote; Terms and Conditions approved	Board	Sep 21

PHASE 3 • SEPTEMBER 22 TO NOVEMBER 9, 2026**Formal Offering**

Objective: a fully advertised, uniformly administered 48-day sealed bid window

ACTION	OWNER	TARGET
Bidder information packet published on the District website and available at the District Office	District	Sep 22
Bidder inquiries, packet distribution and addenda administered by the Consultant as the named point of contact for the bid process	Consultant	From Sep 22
Listings activated on the multiple listing service, CoStar, LoopNet and Brevitas	Consultant	Sep 22
Notice of Public Sale published, first of three successive weeks	Counsel / District	Sep 30
Notice of Public Sale published, second week	Counsel / District	Oct 7
Notice of Public Sale published, third week	Counsel / District	Oct 14
Scheduled property inspection days per Section J of the Terms and Conditions	Consultant	October
Written inquiries received and uniform written responses circulated to all registered parties	Consultant	Ongoing
Deadline for written inquiries, 5:00 p.m.	—	Nov 4
Sealed bids due 9:00 a.m., District Office	—	Nov 9
Public bid opening and reading aloud, 9:05 a.m., District Office	District / Counsel	Nov 9

The Consultant is the point of contact for the bid process: packets and addenda are issued and written inquiries answered through the Consultant. Sealed bids are not submitted to the Consultant. Bids are delivered only to the District Office as the Notice of Public Sale directs.

PHASE 4 • NOVEMBER 9 TO NOVEMBER 16, 2026**Evaluation and Award**

Objective: a documented recommendation the Board can act on inside the statutory window

ACTION	OWNER	TARGET
Legal review of bids for conformity with the bid documents	Counsel	Nov 9 – 13
Consultant analysis of bids against the Board's stated award criteria: conformity, price, potential future tax revenue, and whether a due diligence period is required	Consultant	Nov 9 – 13
Verification of bidder authority documentation and earnest money capacity	Consultant / Counsel	Nov 9 – 13
Written recommendation to the Board	Counsel / Consultant	By Nov 13
Regular Action Meeting: award of contract, rejection of all bids, or other Board action	Board	Nov 16

Statutory outside date under 105 ILCS 5/5-22**Nov 20****PHASE 5 • NOVEMBER 17, 2026 TO MAY 1, 2027****Contract to Closing**

Objective: support the purchaser through diligence and entitlement without transferring risk to the District

ACTION	OWNER	TARGET
Earnest money of one percent (1%) of the purchase price delivered within two business days of the Board's execution	Purchaser	By Nov 18
Due diligence period commences, 120 days, not extendable	Purchaser	Nov 17
Title commitment delivered to the purchaser; commitment already issued by Chicago Title Insurance Company and included in the bidder packet	District	Per Agreement
Purchaser pursues Village approvals; Consultant attends zoning, planning and Village meetings as required	Purchaser / Consultant	Dec – Mar
Coordination of site visits and diligence requests	Consultant	Ongoing
Due diligence period expires	—	Mar 17, 2027
Closing, 45 days after expiration of the due diligence period	Purchaser / District	By May 1, 2027
Final installment of Consultant fee due within 30 days of sale	District	Per Agreement ¶13

SECTION 04

Statutory Notice and Publication

Section 5-22 requires notice of the time, place and terms of the sale to be published once each week for three successive weeks prior to the final date of acceptance of bids. This is a condition of a valid sale and is the item on this schedule with the least tolerance for error.

PUBLICATION	PROPOSED DATE	INTERVAL TO BID DEADLINE
First of three	Wednesday, September 30, 2026	40 days
Second of three	Wednesday, October 7, 2026	33 days
Third of three	Wednesday, October 14, 2026	26 days
Final date of acceptance of bids		Monday, November 9, 2026

The dates above are proposed rather than fixed. They begin the week following adoption of the resolution and leave 26 days between the final publication and the bid deadline, a deliberate margin that absorbs a missed insertion or publication error without placing the sale at risk.

Matters for counsel to settle

- **Newspaper selection.** The District can use the same newspaper and publication process it uses for its statutory tax levy notices, subject to counsel's confirmation that it satisfies Section 5-22. The publication dates are set by counsel and the administration and are not required to appear in the Terms and Conditions.
- **Form of notice.** Section 5-22 sets out a suggested form; the Notice of Public Sale should be confirmed against it, including the statement of time, place and terms.
- **Locations within the District.** The statute requires that bids be accepted and opened at locations within the District. The District Office at 100 South Brainard Avenue satisfies this.
- **Proof of publication.** Publisher's certificates for all three insertions retained in the sale file before the bid opening.
- **Title company requirement.** The title commitment issued for the property conditions insuring the transfer on a certified copy of the Board's resolution and evidence of the required publication of the Notice of Public Sale. The publisher's certificates therefore serve both the statute and the closing, and should be delivered to the title company promptly after the third insertion.

SECTION 05

Critical Path and Schedule Risk

RISK	CONSEQUENCE	MITIGATION
November 16 meeting does not proceed	Award falls outside the 60-day statutory window; resolution, publication and bid procedures must be repeated	Treat November 16 as fixed. If the meeting cannot proceed, the Board retains the ability to call a special meeting on or before November 20
Terms and Conditions not approved on September 21	Entire schedule moves by a full Board cycle; publication and bid dates all reset	Circulate the draft for Board feedback in August so September 21 is an action item, not a first read
Publication error or missed insertion	Defect in the statutory notice, exposing the sale to challenge	Begin publication September 30, leaving 26 days of margin; obtain publisher certificates for each insertion
Bid window compressed	National builders cannot complete internal approval in time; fewer conforming bids	Pre-market campaign from August 4 gives 97 days of total exposure before the bid date rather than 48
Zoning uncertainty deters bidders	Bidders price unresolved approval risk into lower bids, or decline to bid	Village engagement during Phase 2, per the Marketing Plan; publish the resolved diligence package with the offering
Inconsistent information to bidders	Challenge to the fairness of the process	All inquiries in writing; every substantive response circulated to all registered parties; complete written record maintained

Float in the schedule

INTERVAL	DAYS	ASSESSMENT
Resolution to bid opening	49	Adequate
Final publication to bid deadline	26	Comfortable margin
Bid opening to award	7	Tight but workable
Award to statutory outside date	4	No meaningful float

The four days between the award and the statutory outside date are the only slack in the entire process after September 21. Every other interval can absorb a short delay. This one cannot.

SECTION 06

Items Being Updated with Counsel

The following items are being updated with Board counsel so that a single controlling answer is carried through every document in the packet before the Board acts on September 21. None is substantive, and each is easily corrected. They are raised under Exhibit A, which provides for assisting the Board in preparing bid documents that comply with the School Code; they are matters for the Board and its counsel to determine, and nothing in this section is offered as legal advice.

ITEM	CONFLICT IN THE RECORD	RECOMMENDED RESOLUTION
Resolution date	The draft Resolution is dated for adoption September 20, 2026, which is a Sunday . The Regular Action Meeting is Monday, September 21.	Amend the Resolution to September 21, 2026. This also fixes the start of the 60-day statutory window.
Packet availability	The Notice of Public Sale states the bidder information packet is available beginning September 22, 2026. Section J of the Terms and Conditions states September 21, 2026.	Adopt September 22 in both places. The packet cannot precede approval of the terms it contains.
Bid opening date	The draft timeline contemplated a bid opening November 2 to 6. The Notice of Public Sale fixes bids due and opened November 9.	Adopt November 9, 2026, a Monday inside the statutory window, already drafted into the Notice and Purchase Agreement.
Acres	The Agreement recital and Terms describe approximately 72 and approximately 71 acres; earlier correspondence used other figures.	Use the surveyed area of 71.323 acres in all marketing materials, with the survey controlling and the legal description governing the conveyance.
Zoning description	The Terms and Conditions, the November 2025 Request for Proposal, and the District's published community materials describe the permitted uses of the NWSRC-PD district in different terms.	Settle a single description with the Village and use it consistently in the Terms, the Notice and all marketing materials before the packet is published.
Minimum purchase price	Section A of the Terms and Conditions carries a blank figure.	Board action on or before September 21, on the advice of counsel.
Notice publication	The bid documents do not yet fix the three publication dates required by Section 5-22, or identify the newspaper.	Use the same publication process as the District's tax levy notices, subject to counsel's confirmation under Section 5-22. Proposed dates at Section 04; not required to appear in the Terms and Conditions.

SECTION 07

Board Decision Points and Reporting

Actions requiring Board decision

DATE	DECISION	MATERIALS REQUIRED
Aug 3, 2026 Committee of the Whole	Direction on the schedule and on the launch of the marketing plan; public discussion of the process	This schedule; marketing plan
Sep 21, 2026 Regular Action Meeting	Adoption of the sale resolution by two-thirds vote, at least five of the seven members voting in favor. Approval of the Terms and Conditions of Sale.	Final Resolution, Notice of Public Sale, Terms and Conditions, Real Estate Purchase Agreement, Bid Form
Nov 16, 2026 Regular Action Meeting	Award of contract to the recommended bidder, rejection of all bids, or other action. The Board has reserved the right to reject any and all bids.	Bid tabulation, legal conformity review, consultant bid analysis and recommendation

Weekly reporting

Paragraph 5 of the Agreement requires the Consultant to report to the Board on the progress of the Services not less than once per week, to document all outreach efforts and feedback, and to maintain records of all marketing materials, bidding documents, bids and communications. Weekly written reports will be delivered to the Superintendent each Friday beginning the week of August 3, 2026 and continuing through the term of the Agreement. Each report will contain:

- Outreach conducted during the week, by party and by category, with the substance of any feedback received.
- Cumulative registered parties, packet requests, inspection attendance and written inquiries.
- Every written inquiry received and the written response circulated to all registered parties.
- Market sentiment, including any indication of pricing, use or entitlement concerns raised by prospective bidders.
- Schedule status against this document, with any variance identified and explained.

The reports are cumulative and form the outreach record required under Paragraph 5 and Exhibit A. They will be furnished to the Board on request and on termination of the Agreement, and are prepared on the understanding that records held by the Consultant relating to the Agreement may be subject to the Freedom of Information Act.

Moses E. Hall, CCIM, AHWD

Founder and Chief Executive Officer · Designated Managing Broker
MoHall Commercial & Urban Development LLC
350 N. Orleans Street, Suite 900N, Chicago, Illinois 60654
Issued July 21, 2026 · Revised August 3, 2026

Marketing Plan

8100 Willow Springs Road, Willow Springs, Illinois
±71.323 acres · Sale under 105 ILCS 5/5-22

CAMPAIGN LAUNCH

August 4, 2026

LISTINGS ACTIVATE

September 22,
2026

TOTAL EXPOSURE

97 days

COST TO DISTRICT

None

PREPARED FOR

Board of Education

Lyons Township High School District No. 204
Attn: Dr. Brian Waterman, Superintendent
100 South Brainard Avenue, La Grange, Illinois 60525

PREPARED BY

**MoHall Commercial & Urban Development
LLC**

Moses E. Hall, CCIM, AHW
Designated Managing Broker, Illinois Licensed
Pursuant to Exhibit A of the Agreement dated March 2, 2026

SECTION 01

Objectives and Approach

This plan sets out the components of the marketing campaign for the District's Willow Springs property, as required by Exhibit A of the Professional Services Agreement. It is submitted for the Board's review and for counsel's confirmation that its components comply with the Agreement. Section 10 maps every Exhibit A obligation to the corresponding deliverable so that review can be made line by line.

PRIMARY OBJECTIVE Conforming bids A competitive field of qualified purchasers submitting bids that comply with the Board's terms	SECOND OBJECTIVE A defensible record Every outreach, inquiry and response documented, uniform and available for public inspection	THIRD OBJECTIVE Community confidence A transparent process the surrounding community can follow in real time
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The three objectives are of equal weight

A campaign that produces a strong price through a process the community does not trust will not close, and this property has already demonstrated that. The 2023 cycle produced the highest nominal offers the District has ever received and delivered no sale. The process record therefore matters as much as the outreach, and both are the Consultant's responsibility under the Agreement.

What the campaign is selling

The offering is one of the last large contiguous developable tracts inside the I-294 corridor in Cook County. Of six qualifying land sales of ten acres or more returned for the surrounding search area over a six-year window, only two traded in Cook County. That scarcity is the central message, and it is supported by documented attributes:

- 71.323 surveyed acres in a contiguous assemblage of three parcels, with an ALTA/NSPS survey completed and easements plotted.
- Frontage on three public rights of way: 79th Street, Willow Springs Road and German Church Road.
- Municipal water and sanitary sewer available to serve the site.
- A Phase I Environmental Site Assessment identifying no recognized environmental conditions requiring further investigation.
- A 4.29-acre wetland delineated as isolated rather than jurisdictional, absorbable within required open space.
- No structures on the property and therefore no demolition obligation.
- Direct access to I-294 and I-55, within reach of Metra, adjoining established neighborhoods and forest preserve open space.

Each of these removes a contingency a bidder would otherwise price against the District, and every one will be documented in the offering materials rather than left for a bidder to discover during diligence.

What the campaign will state directly

The property is zoned North Willow Springs Road Corridor – Planned Development District. A purchaser proposing residential, commercial or mixed-use development will require discretionary approval from the Village of Willow Springs, and the District makes no warranty as to permissible uses. The marketing materials will say so in plain terms and in a prominent position. Stating the position early attracts purchasers who are equipped to pursue an approval and discourages a second round of offers that cannot close.

SECTION 02

Two-Phase Campaign Structure

Exhibit A conditions listing the property on the multiple listing service, CoStar, LoopNet and Brevitas on the Board’s approval of a resolution authorizing the sale. That resolution is scheduled for September 21, 2026. The campaign is therefore built in two phases, and the distinction is deliberate rather than a consequence of timing.

PHASE ONE · AUGUST 4 TO SEPTEMBER 21, 2026 · 49 DAYS

Pre-Market Awareness and Direct Outreach

No listing. No terms published. Identification, contact and qualification of the buyer universe.

In this phase the Consultant produces the offering materials, identifies and contacts the buyer universe directly, activates industry networks, and registers interested parties. Prospective purchasers are advised that the property will be offered through a sealed bid public sale under Section 5-22 of the School Code, that terms are subject to Board approval, and that no offer can be entertained outside that process.

The purpose is time. A national or regional homebuilder acquiring a 71-acre entitlement-risk parcel requires internal land committee review, preliminary engineering, a yield study and municipal reconnaissance before it can commit to a number. Forty-eight days is not enough for that work. Ninety-seven days is.

PHASE TWO · SEPTEMBER 22 TO NOVEMBER 9, 2026 · 48 DAYS

Formal Offering

Listings activated. Bidder packet published. Statutory notice running. Inspections scheduled.

On the day after the resolution is adopted, the bidder information packet is published, the listings go live across all four services named in Exhibit A, and the campaign converts from awareness to transaction. The statutory Notice of Public Sale publishes once each week for three successive weeks. Inspection days are held. All inquiries are received in writing and answered in writing to every registered party.

INTERVAL	DAYS	PURPOSE
Campaign launch to resolution	49	Buyer identification, materials production, internal review by prospective bidders
Resolution to bid deadline	48	Advertised offering, statutory notice, inspections, bid preparation
Total market exposure before bids are due	97	August 4 to November 9, 2026

SECTION 03

Marketing Collateral

Exhibit A requires a high-quality offering memorandum highlighting the property's features and including property maps, aerial photography, zoning information, demographic data and possible site plans. The package below satisfies that requirement and extends it.

COMPONENT	CONTENTS	READY BY
Offering Memorandum Institutional format	Executive summary; parcel detail with all three P.I.N.s; surveyed area and legal description reference; zoning and entitlement summary; utilities; environmental, wetland and survey findings; access and frontage; demographic profile; submarket context; disposition process and bid mechanics; inquiry protocol	August 28, 2026
Aerial photography	High-resolution orthographic and oblique aerials with boundary overlay, frontage identification, and context imagery showing I-294, I-55 and the forest preserve	August 21, 2026
Property and context maps	Parcel map keyed to P.I.N.s; regional location map; transportation and access map; utility availability map; forest preserve and open space context map	August 21, 2026
Conceptual site plan	Illustrative yield concept demonstrating physical feasibility, wetland accommodation within open space and detention, and multiple access points. Presented as illustrative only and expressly not as an approved or endorsed development program	August 28, 2026
Demographic package	Population, household, income and age profile at one, three and five miles; school district context; employment and drive-time analysis	August 21, 2026
Marketing flyer	Two-page print and digital summary for broad distribution and network circulation	August 14, 2026
Digital property page	Hosted offering page with document access, registration form, inquiry submission and calendar of process dates	August 14, 2026
Bidder information packet	Assembled with counsel: Terms and Conditions, Bid Form, specimen Purchase Agreement, ALTA survey, title commitment, wetland study, Phase I ESA and other documents the Board makes available	September 22, 2026

A note on the conceptual site plan

Exhibit A calls for possible site plans in the offering memorandum. A concept plan is useful because it demonstrates that the acreage, shape, frontage and wetland can accommodate a development program, which is a question every bidder must answer before it can price. It will be presented as an illustration of physical capacity only. It will not recommend a density, a product type, or a development program, and the materials will state that the Board has not endorsed any plan and that all approvals rest with the Village.

SECTION 04

Distribution and Listing Channels

Exhibit A names four listing services and requires that publication and distribution of all marketing be performed by the Consultant at the Consultant's expense. All four are addressed below, with supplemental channels identified separately.

CHANNEL	AUDIENCE REACHED	ACTIVATION	SOURCE
Multiple Listing Service MRED	Illinois brokerage community, residential and commercial practitioners, local and regional builders working through brokers	September 22	EXHIBIT A
CoStar	Institutional investors, national developers, research and acquisition departments; the primary comparable and listing database used by the industry	September 22	EXHIBIT A
LoopNet	Broadest public commercial audience; national reach with high inbound inquiry volume	September 22	EXHIBIT A
Brevitas	Private investor and developer network with document-controlled distribution and tracked engagement	September 22	EXHIBIT A
Crexi	Additional national land and development audience	September 22	SUPPLEMENTAL
Direct email campaign	Targeted distribution to the buyer universe at Section 05, tracked and logged	From August 4	SUPPLEMENTAL
Print	Marketing flyer for network distribution, meetings and inspection days	From August 14	SUPPLEMENTAL
District website	Bidder information packet and process documents, hosted by the District	September 22	DISTRICT
Newspaper	Statutory Notice of Public Sale, three successive weeks	Sep 30 – Oct 14	STATUTORY

The statutory notice is a legal publication arranged by counsel and the District and is distinct from the marketing channels above. It is shown here so that the Board can see the complete publication picture in one place.

Cost to the District

Under Exhibit A, publication and distribution of all marketing is performed by the Consultant at the Consultant's expense. Listing fees, photography, mapping, design, production, hosting and distribution are borne by MoHall Commercial & Urban Development and are included within the flat fee under Paragraph 3 of the Agreement. The District incurs no additional marketing cost.

Costs the District does bear are the statutory publication charges, and the cost of any additional real estate professionals engaged at the Board's written request under Exhibit A, which are borne by the Board at cost.

SECTION 05

Targeted Buyer Outreach Program

Exhibit A requires a targeted buyer outreach program across nine categories of purchaser. Each is addressed below. The buyer universe for a 71-acre parcel inside I-294 is small, identifiable and reachable directly, which is why direct outreach rather than general advertisement is the core of this campaign.

CATEGORY	APPROACH AND REPRESENTATIVE TARGETS	PRIORITY	PHASE
National and regional residential homebuilders	Direct contact with land acquisition departments. Representative targets include PulteGroup, Lennar, D.R. Horton, M/I Homes, Toll Brothers, NVR/Ryan Homes, Meritage Homes, Beazer Homes, K. Hovnanian and Taylor Morrison	HIGHEST	One
Local and Chicago-area builders	Direct principal contact. Includes Gallagher and Henry, headquartered in Countryside within the District boundary and building continuously in the southwest suburbs since 1954, together with other established southwest suburban and Chicago-area builders	HIGHEST	One
Institutional land developers	Developers who acquire, entitle and deliver finished lots to builders. Includes firms with a documented record of acquiring surplus public land through competitive disposition, such as Nitti Development and Edward Rose and Sons	HIGHEST	One
Senior housing developers	Active adult, age-restricted and continuing care operators and developers. The one residential program previously proposed for this property was age-restricted, which establishes the category as a real source of demand	HIGH	One
Retail and mixed-use developers	Contacted because Exhibit A requires it and because the zoning district contemplates commercial use. Trade area depth is limited, so this category is more likely to participate as a component of a mixed-use program than as a principal	MODERATE	One
Local government	Village of Willow Springs, Pleasantdale Park District and Pleasantdale School District 107, each of which has previously been in discussion with the District regarding this property or adjoining land	HIGH	One
State and federal agencies	Illinois Department of Natural Resources and other agencies with open space, conservation or facility mandates in the corridor	MODERATE	One
Land trusts and conservation buyers	Openlands, The Conservation Fund, Trust for Public Land and comparable organizations. The property adjoins the Palos and Cook County forest preserve system, which makes the category credible rather than nominal	HIGH	One
		HIGH	One

CATEGORY	APPROACH AND REPRESENTATIVE TARGETS	PRIORITY	PHASE
Park districts and forest preserve	Forest Preserve District of Cook County and the Pleasantdale Park District, including any land exchange structure the Board may wish to have explored		

Firms are named as outreach targets only. Naming a party is not an endorsement, does not indicate any prior contact or arrangement, and confers no advantage. Every purchaser must bid through the public sale under Section 5-22 on identical terms and with identical information. The working outreach list is maintained at contact level, is updated continuously, and is reported to the Board weekly under Paragraph 5 of the Agreement.

Sequencing of outreach

PERIOD	ACTIVITY
Aug 4 – Aug 15	Buyer universe finalized at contact level. Initial notification to all categories that the property will be offered by sealed bid public sale in the fall.
Aug 17 – Sep 4	Flyer and digital property page distributed. First-round direct contact with land acquisition departments. Registration opens.
Sep 8 – Sep 21	Offering memorandum distributed to registered parties. Second-round contact. Preliminary questions logged for uniform written response after terms are approved.
Sep 22 – Oct 16	Bidder packet distributed to every registered party on the day of publication. Listings live. Inspection days scheduled and held.
Oct 19 – Nov 4	Direct follow-up with every registered party to confirm intent to bid and to identify any unresolved question before the inquiry deadline.
Nov 5 – Nov 9	Final circulation of all written responses and any addenda. Bid submission logistics confirmed.

SECTION 06

Industry Network Activation

Exhibit A requires the use of industry networks, naming CCIM, NAIOP, the Urban Land Institute and the Chicago Association of REALTORS. The Consultant holds standing in each and will use them as distribution channels rather than as references.

NETWORK	ACTIVATION	CONSULTANT STANDING
CCIM	Distribution through the Illinois Chapter membership and the national deal-sharing platform; presentation at chapter meeting during the offering period	CCIM designee; Illinois Chapter board affiliation
Chicago Association of REALTORS	Circulation through the Commercial Forum membership and marketing session; broker-to-broker distribution across the Chicago brokerage community	Chair, CAR Commercial Forum
Urban Land Institute	Circulation through ULI Chicago district council channels to developers, land planners and institutional members	ULI committee affiliation
NAIOP	Distribution through the Chicago chapter developer membership	Chapter participation
ICSC	Supplemental circulation to the retail and mixed-use development membership	ICSC Government Relations Committee

Network distribution reaches intermediaries as well as principals. A purchaser represented by its own broker is expressly contemplated by the Board's Real Estate Purchase Agreement, which provides that any such compensation is the purchaser's sole responsibility and that the District bears no broker fee. Cooperating brokers will be told this in writing at first contact so that no expectation arises to the contrary.

SECTION 07

Community and Stakeholder Communications

Exhibit A provides for assisting the Board with community and stakeholder communications, including preparing for and presenting at community meetings. Given this property’s history, that support is treated in this plan as a component of the marketing campaign rather than as an ancillary service.

Approach

The community around this property has been through two marketing cycles and has good reason to scrutinize a third. The response is not persuasion. It is disclosure discipline: publish what is being offered, publish the terms, publish the process dates, and make the same information available to residents that is available to bidders. A community that can follow the process in real time has less reason to assume something is being concealed.

AUDIENCE	SUPPORT PROVIDED	TIMING
Board of Education	Materials for the Committee of the Whole and Regular Action Meetings; attendance and presentation as requested	Aug 3, Sep 21, Nov 16
Village of Willow Springs	Direct engagement on the development framework; attendance at zoning, planning and Village meetings as required under Exhibit A	From August
Surrounding residents and neighboring districts	Preparation of materials for community sessions; plain-language explanation of the process, the zoning position and the statutory constraints	As requested
Municipalities within the District	Consistent information to the communities served by the District regarding process and timeline	As requested
Media inquiries	Referred to the Superintendent. The Consultant does not speak for the Board	Ongoing

Public-facing statements about the property, the process or the Board’s position will be issued only by the District, or by the Consultant with the District’s prior approval. The Consultant is the named contact for bidder inquiries under the Notice of Public Sale and will answer those in writing under the protocol at Section 08.

SECTION 08

Transparency and Compliance Protocol

Exhibit A requires the Consultant to advise the Board on effective methods for promoting the property while maintaining transparency and compliance with applicable laws and regulations. The protocol below governs the campaign.

RULE	APPLICATION
All inquiries in writing	Every substantive inquiry is received in writing at the address stated in the Notice of Public Sale. No oral representation is binding on the Board, and prospective bidders will be told so in writing.
Uniform written response	A written response to every inquiry is circulated to all parties who have registered contact information, so that no bidder holds information another bidder does not.
No offers outside the process	No offer will be solicited, entertained or negotiated outside the sealed bid public sale. Any unsolicited offer received is forwarded to the Superintendent and counsel and is not acted upon.
Equal access to diligence	The same packet, the same documents and the same inspection opportunities are available to every registered party. Inspections occur only on the scheduled days set out in the Terms and Conditions.
Complete written record	All marketing materials, bidding documents, bids and communications sent and received are retained and furnished to the Board on request and on termination, as required by Paragraph 5 of the Agreement.
FOIA readiness	Records held by the Consultant relating to the Agreement may be subject to the Freedom of Information Act. Records are maintained in a form that permits immediate production to the District, and the Consultant will provide any such records at the Consultant's cost under Paragraph 9.
Open Meetings Act	Board consideration of the timeline, the terms and the award occurs at properly noticed meetings. The Consultant will not conduct Board business outside them.
No conflict	Under Paragraph 15 of the Agreement, neither the Consultant nor anyone affiliated with the Consultant will bid on the sale of the property.
Confidentiality	Confidential Information as defined in Paragraph 6, including the terms of the Agreement itself, is not disclosed without the Board's prior written consent.

Why this protocol is part of the marketing plan rather than an appendix to it

In a public sale the process record is part of the product. A bidder deciding whether to spend money on preliminary engineering for a parcel that requires discretionary approval is assessing whether the seller will run a clean, predictable process to a defined date. A documented protocol, published at the outset and followed without exception, is a material inducement to serious bidders and it is also the District's protection if the process is later questioned.

SECTION 09

Reporting and Measurement

Weekly reporting

Paragraph 5 of the Agreement requires reporting to the Board not less than once per week, with documentation of all outreach efforts and feedback. Written reports will be delivered to the Superintendent each Friday beginning the week of August 3, 2026, containing outreach conducted by party and category, cumulative engagement metrics, every written inquiry and the response circulated, market sentiment including any pricing, use or entitlement concerns raised, and schedule status against the project timeline.

Measures the Board should watch

MEASURE	REPORTED	WHAT IT INDICATES
Parties contacted, by category	Weekly, cumulative	Campaign reach
Registered parties	Weekly, cumulative	Qualified interest
Offering memoranda and packets distributed	Weekly, cumulative	Depth of engagement
Written inquiries received	Weekly, with responses	Seriousness of review
Inspection day attendance	After each session	Advanced underwriting
Parties confirming intent to bid	From October 19	Expected competition
Conforming bids received at the November 9 opening		Outcome

The measures above are reported without forecast. The Consultant will not estimate the number of bids the Board should expect, and the Board should treat any such estimate with caution from any source. What can be reported honestly is who has been contacted, who has engaged, what they have asked, and what they have said.

SECTION 10

Agreement Compliance Matrix

This matrix maps each Exhibit A obligation bearing on the marketing plan to the corresponding component of this document, so that counsel may confirm compliance with the Agreement line by line.

EXHIBIT A REQUIREMENT	ADDRESSED AT	STATUS
Develop and implement a professional digital and print marketing strategy	Sections 02, 03, 04	ADDRESSED
High-quality offering memorandum highlighting the property's features	Section 03	ADDRESSED
Property maps	Section 03	ADDRESSED
Aerial photography	Section 03	ADDRESSED
Zoning information	Sections 01, 03	ADDRESSED
Demographic data	Section 03	ADDRESSED
Possible site plans	Section 03	ADDRESSED
Interest generated on a local, state, regional and national basis	Sections 04, 05, 06	ADDRESSED
Marketing materials prepared for publication and distribution	Sections 03, 04	ADDRESSED
Targeted buyer outreach program	Section 05	ADDRESSED
Local governments; state and federal governmental agencies	Section 05	ADDRESSED
Land trusts; park districts	Section 05	ADDRESSED
Retail developers, local through national	Section 05	ADDRESSED
Residential home builders, local through national	Section 05	ADDRESSED
Senior housing developers, local through national	Section 05	ADDRESSED
Retail and mixed-use developers, local through national	Section 05	ADDRESSED
Institutional land developers, local through national	Section 05	ADDRESSED
Industry networks including CCIM, NAIOP, ULI and the Chicago Association of REALTORS	Section 06	ADDRESSED
Personal contact to broaden awareness	Section 05	ADDRESSED

EXHIBIT A REQUIREMENT	ADDRESSED AT	STATUS
Publication and distribution performed by Consultant at its expense	Section 04	ADDRESSED
Upon approval of the sale resolution, list on MLS, CoStar, LoopNet and Brevitas	Sections 02, 04	ADDRESSED
Identify and target potential purchasers and invite qualified bids in accordance with the School Code and the terms and conditions of sale	Sections 05, 08	ADDRESSED
Advise the Board on effective methods for promoting the property while maintaining transparency and compliance	Section 08	ADDRESSED
Document all outreach efforts and feedback; weekly status updates summarizing interest and market sentiment	Section 09	ADDRESSED
Assist the Board with community and stakeholder communications	Section 07	ADDRESSED
Facilitate site visits	Sections 05, 08	ADDRESSED

Obligations under Exhibit A relating to valuation, bid document preparation, bid analysis, attendance at zoning and Village meetings, coordination of diligence and assistance at closing are addressed in the Broker Opinion of Value and the Project Schedule and Timeline, and are not repeated here.

Moses E. Hall, CCIM, AHWD

Founder and Chief Executive Officer · Designated Managing Broker
 MoHall Commercial & Urban Development LLC
 350 N. Orleans Street, Suite 9000N, Chicago, Illinois 60654
 Issued July 21, 2026



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: August 3, 2026
RE: PRESS 122 Updates

The District maintains its policies through the PRESS service provided by the Illinois Association of School Boards (IASB). On June 29, 2026, the district received the policy recommendations related to PRESS 122 for review.

As a reminder, PRESS issues are published periodically (approximately 4-5 times per year), and are used to update our board policy manual and administrative procedures manual. They include updates related to changes in state/federal law, as well as regulations or current case law that may affect board policy within our district.

District 204 subscribes to PRESS Plus, which allows IASB to isolate any policies from the recent issue that are related only to our district for review. With each PRESS update, we request that the Board's legal counsel (Kerry Pipal - Hodges Loizzi) review and offer any additional necessary legal guidance related to the PRESS recommendations. We expect the legal review to be completed by Kerry during the week of July 27 and we will send that review to you when it is available.

The Board will conduct a 1st Reading regarding PRESS 122 at the August 3 Committee of the Whole Meeting and a 2nd Reading at the August 17 Regular Action Meeting.

Section 1 (Draft Updates)

The following policy revisions are draft updates of a policy or Board exhibit that is currently included in the board policy manual and has pending, redlined edits for the Board to consider.

Policy 2:230 Public Participation at Board of Education Meetings and Petitions to the Board
Policy 5:70 Religious Holidays
Policy 5:240 Suspension
Policy 6:70 Teaching about Religions
Policy 6:190 Extracurricular and Co-Curricular Activities
Policy 7:130 Student Rights and Responsibilities
Policy 8:70 Accommodations for Individuals with Disabilities



Section 2 (NEW Draft Update -Exhibit)

The following policy revision is a new policy or Board exhibit, not previously included in the PRESS policy Reference Manual, is pending for the Board to consider.

Policy 2:120 E3 Resolution to Appoint a Delegate to the IASB Delegate Assembly

Section 3 (REWRITTEN Draft Update)

The following policy contains a policy or Board exhibit currently in the board policy manual that has changes that would be too complex to show with redlined edits. The changes are presented as a clean, “rewritten” document for the Board to consider.

Policy 7:330 Student Use of Buildings - Equal Access

Section 4 (Review & Monitoring)

The following policy revisions have no changes that have been suggested by IASB. The material is suggested to be reviewed and monitored by the Board in accordance with policy 2:240, *Board Policy Development*.

Policy 2:30 School District Elections
Policy 3:40 Superintendent
Policy 3:50 Administrative Personnel Other Than the Superintendent
Policy 3:60 Administrative Responsibility of the Building Principal
Policy 4:120 Food Services
Policy 4:175 Convicted Child Sex Offender Screening Notifications
Policy 5:40 Communicable & Chronic Infectious Disease
Policy 5:140 Solicitations By or From Staff
Policy 5:185 Family and Medical Leave
Policy 7:30 Student Assignment
Policy 7:80 Release Time for Religious Instruction/Observance
Policy 7:345 Protection of Student Personnel Information Online
Policy 8:100 Relations with Other Organizations and Agencies

Recommendation

The Board of Education reviews and discusses the recommended policy updates, as presented.



SECTION 2 -BOARD OF EDUCATION

2:230 Public Participation at Board of Education Meetings and Petitions to the Board

The Board will allocate up to 30 minutes during each regular and special open meeting during which any person may make comments to the Board regarding agenda or non-agenda items related to the District, subject to the reasonable constraints established and recorded in this policy. It shall be the Board's practice not to directly engage in discussion or ask or answer questions during public comment.^{C1}

To preserve sufficient time for the Board to conduct its business, any person appearing before the Board is expected to follow these guidelines:

1. Sign in on the designated public comment form, which requests each speaker to provide his or her name, address, topic and whether the individual is a resident of the District. Individuals that provide they are residents will be permitted to speak before individuals that do not identify themselves as residents.
2. Address the Board only at the appropriate time as indicated on the agenda and when recognized by the Board President.
3. Identify oneself and be brief. Each person may address the Board for up to three minutes.
4. Conduct oneself with respect and civility toward others and otherwise abide by Board policy **8:30**, *Visitors to and Conduct on School Property*. Specifically, individuals should display mutual respect, civility, and orderly conduct. Individuals shall not:
 1. Strike, injure, threaten, harass, or intimidate a staff member, Board member, or any other person.
 2. Use vulgar or obscene language.
 3. Impede, delay, disrupt, or otherwise interfere with a Board meeting (including using cellular phones in a disruptive manner).
 4. Engage in any conduct that interferes with, disrupts, or adversely effects the District or a Board meeting.
 5. Violate other District policies or regulations, a directive from an authorized security officer, or a District employee or Board member.

The Board President shall have the authority to:

1. Shorten the time for each person to address the Board to conserve time and give the maximum number of people an opportunity to speak.
2. Limit the duration of public comment on any one subject to 20 minutes. If several individuals wish to address the Board on the same subject, the group is encouraged to appoint a spokesperson.
3. Extend the 30-minute time limit for public participation.
4. Extend the three-minute time limit for individual speakers.
5. Determine procedural matters regarding public participation not otherwise covered in Board policy.

LEGAL REF.:

[5 ILCS 120/2.06](#).

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

CROSS REF.: 2:220 (Board of Education Meeting Procedure), 8:10 (Connection with the Community), 8:30 (Visitors to and Conduct on School Property)

ADOPTED: August 15, 2022

Lyons Township High School District 204

PRESSPlus Comments

- C1. This policy'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 necessary changes. **Issue 122, June 2026**

Document Status: Draft Update

General Personnel

5:70 Religious Holidays

The Director of Human Resources shall grant an employee's request for time off to observe a religious holiday if the employee gives at least five days' prior notice and the absence does not cause an undue hardship.

Employees may use earned vacation time or personal leave to make up the absence, provided such time is consistent with the District's operational needs. A per diem deduction may also be requested by the employee.

Also 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.

LEGAL REF.:

775 ILCS 5/2-101 and 5/2-102, Ill. Human Rights Act.

775 ILCS 35/155, ^{C1} Religious Freedom Restoration Act.

ADOPTED: February 21, 2023

Lyons Township High School District 204

PRESSPlus Comments

- C1. Updated in response to a five-year review. School employers may require employees to provide notice of their intention to be absent, but may not require more than five days' notice before being absent for a religious holiday. 775 ILCS 5/2-102(E). A board that wishes to require fewer days' notice may modify the number of days.
Issue 122, June 2026

5:240 Suspension

Suspension Without Pay

The Board of Education may suspend a professional employee^{C1} without pay: (1) a professional employee pending a dismissal hearing, or (2) a teacher as a disciplinary measure for up to 30 employment days for misconduct that is detrimental to the School District. A professional employee means a non-administrator employee who holds a professional educator license. Administrative staff members may not be suspended without pay as a disciplinary measure.

Misconduct that is detrimental to the School District includes:

- Insubordination, including any failure to follow an oral or written directive from a supervisor;
- Violation of Board policy or Administrative Procedure;
- Conduct that disrupts or may disrupt the educational program or process;
- Conduct that violates any State or federal law that relates to the employee's duties; and
- Other sufficient causes.

The Superintendent or designee is authorized to issue a pre-suspension notification to a professional employee. This notification shall include the length and reason for the suspension as well as the deadline for the employee to exercise his or her right to appeal the suspension to the Board or Board-appointed hearing examiner before it is imposed. At the request of the professional employee made within five calendar days of receipt of a pre-suspension notification, the Board or Board-appointed hearing examiner will conduct a pre-suspension hearing. The Board or its designee shall notify the professional employee of the date and time of the hearing. At the pre-suspension hearing, the professional employee or his/her representative may present evidence. If the employee does not appeal the pre-suspension notification, the Superintendent or designee shall report the action to the Board at its next regularly scheduled meeting.

Suspension With Pay

The Board or Superintendent or designee may suspend a professional employee with pay: (1) during an investigation into allegations of disobedience or misconduct whenever the employee's continued presence in his or her position would not be in the School District's best interests, (2) as a disciplinary measure for misconduct that is detrimental to the School District as defined above, or (3) pending a Board hearing to suspend a professional employee~~teacher~~ without pay.

The Superintendent shall meet with the employee to present the allegations and give the employee an opportunity to refute the charges. The employee will be told the dates and times the suspension will begin and end. No suspension with pay shall exceed 30 school or working days in length.

Any criminal conviction resulting from the investigation or allegations shall require the employee to repay to the District all compensation and the value of all benefits received by the employee during the suspension. The Superintendent will notify the employee of this requirement when the employee is suspended.

Employees Under Investigation by Illinois Dept. of Children and Family Services (DCFS)

Upon receipt of a DCFS recommendation that the District remove an employee from his or her position when he or she is the subject of a pending DCFS investigation ~~that relates to his or her employment with the District,~~^{C2} the Board or Superintendent or designee, in consultation with the Board Attorney, will determine whether to:

1. Let the employee remain in his or her position pending the outcome of the investigation; or
2. Remove the employee as recommended by DCFS, proceeding with:
 - a. A suspension with pay; or
 - b. A suspension without pay.

LEGAL REF.:

105 ILCS 5/24-12.

5 ILCS 430/5-60(b), State Officials and Employee Ethics Act.

325 ILCS 5/7.4(c-10), Abused and Neglected Child Reporting Act.

Cleveland Bd. of Educ. v. Loudermill, 470 U.S. 532 (1985).

Barszcz v. Cmty College Dist. No. 504, 400 F.Supp. 675 (N.D. Ill. 1975).

Massie v. East St. Louis Sch. Dist. No.189, 203 Ill.App.3d 965 (5th Dist. 1990).

CROSS REF.: 5:290 (Employment Termination and Suspensions)

ADOPTED: August 15, 2022

Lyons Township High School District 204

PRESSPlus Comments

C1. Updated in response to a five-year review. **Issue 122, June 2026**

C2. Updated in response to a five-year review. **Issue 122, June 2026**

Document Status: Draft Update

SECTION 6 - INSTRUCTION

6:70 Teaching About Religions

The School District's curriculum may include the study of religions as they relate to geography, history, culture, and the development of various ethnic groups. The study of religions shall give neither preferential nor derogatory treatment to any single religion, religious belief, or to religion in general. The study of religions shall be treated as an academic subject with no emphasis on the advancement or practice of religion.

LEGAL REF.:

Mahmoud v. Taylor, 606 U.S. 522 (2025).^{C1}

Allegheny County v. ACLU Pittsburgh Chapter, 492 U.S. 573 (1989).

School Dist. of Abington Twp v. Schempp, 374 U.S. 203 (1963).

~~Allegheny County v. ACLU Pittsburgh Chapter, 492 U.S. 573 (1989).~~

CROSS REF.: 6:20 (School Year Calendar and Day), 6:40 (Curriculum Development), 6:60 (Curriculum Content), 6:255 (Assemblies and Ceremonies)

ADOPTED: August 15, 2022

Lyons Township High School District 204

PRESSPlus Comments

- C1. In Mahmoud v. Taylor, 606 U.S. 522 (2025), the U.S. Supreme Court held that a public school “burdens the religious exercise of parents when it requires them to submit their children to instruction that poses ‘a very real threat of undermining’ the religious beliefs and practices that the parents wish to instill.” Consult the board attorney on questions related to religious opt-outs from curriculum, and see policy 6:260, *Complaints About Curriculum, Instructional Materials, and Programs*. **Issue 122, June 2026**

SECTION 6 - INSTRUCTION

6:190 Extracurricular and Co-Curricular Activities

Extracurricular and co-curricular activities are school-sponsored programs for which some or all of the activities are outside the instructional day. They do not include field trips, homework, or occasional work required outside the school day for a scheduled class. *Co-curricular activity* refers to an activity associated with the curriculum in a regular classroom and is generally required for class credit. *Extracurricular activity* refers to an activity that is not part of the curriculum, is not graded, does not offer credit, and does not take place during classroom time; it includes competitive interscholastic activities and clubs. The Superintendent must approve an activity in order for it to be considered a District-sponsored extracurricular and co-curricular activity, using the following criteria:

1. The activity will contribute to the leadership abilities, social well-being, self-realization, good citizenship, or general growth of student-participants.
2. Fees assessed for students are reasonable and do not exceed the actual cost of operation.
3. The District has sufficient financial resources for the activity.
4. Requests from students.
5. The activity will be supervised by a school-approved sponsor.

Non-school-sponsored curriculum related^{C1} student groups or clubs that are not school sponsored are governed by Board of Education policy, 7:330, *Student Use of Buildings - Equal Access*.

Academic Criteria for Participation

Students must satisfy all academic standards and must comply with the activity's rules and the Student Conduct Code.

Selection of members or participants is at the discretion of the teachers, sponsors, or coaches, provided that the selection criteria conform to the District's procedures. Participation in co-curricular activities is dependent upon course selection and successful progress in those courses. In order to be eligible to participate in any school-sponsored or school-supported athletic or extracurricular activity, a student must satisfy the Illinois High School Association's scholastic standing requirement. A student shall be doing passing work in at least twenty-five (25) credit hours of high school per week. He/she shall, unless

entering high school for the first time, have credit on his/her school records for twenty-five (25) credit hours of high school work for the previous semester. Such work shall have been completed in the semester for which credit is granted or in a recognized summer school program which has been approved by the Board of Education and for which graduation credit is received. Passing work shall be defined as school work for which a grade would have been given and certified on a student's transcript if a student were to transfer to another school.

A student failing to meet this minimum standard during weekly eligibility checks during the semester shall be suspended from activities for a period of seven (7) consecutive calendar days. Students failing to meet the minimum standard at the conclusion of the semester shall be suspended from their activities for the entire next semester.

LEGAL REF.:

[105 ILCS 5/10-20.30](#) and [5/24-24](#).

CROSS REF.: 4:170 (Safety), 7:10 (Equal Educational Opportunities), 7:40 (Nonpublic School Students, Including Parochial and Home-Schooled Students), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:300 (Extracurricular Athletics), 7:330 (Student Use of Buildings - Equal Access), 8:20 (Community Use of School Facilities)

ADOPTED: August 21, 2023

Lyons Township High School District 204

PRESSPlus Comments

C1. Updated to align with the changes made to policy 7:330, *Student Use of Buildings - Equal Access*. **Issue 122, June 2026**

SECTION 7 - STUDENTS

7:130 Student Rights and Responsibilities

All students are entitled to enjoy the rights protected by the [U.S.](#) and [Illinois Constitutions](#) and laws for persons of their age and maturity in a school setting. Students should exercise these rights reasonably and avoid violating the rights of others. Students who violate the rights of others or violate District policies or rules will be subject to disciplinary measures.

Students may, during the school day, during noninstructional time, voluntarily engage in individually or collectively initiated, non-disruptive prayer or religious-based meetings that, consistent with the Free Exercise and Establishment Clauses of the [U.S.](#) and [Illinois Constitutions](#), are not sponsored, promoted, or endorsed in any manner by the school or any school employee. *Noninstructional time* means time set aside by a school before actual classroom instruction begins or after actual classroom instruction ends.

LEGAL REF.:

20 U.S.C. §4071 [et seq.](#), Equal Access Act.^{C1}

20 U.S.C. §7904, [Every Student Succeeds Act](#).

[Kennedy v. Bremerton Sch. Dist.](#), 597 U.S. 507 (2022).^{C2}

[Tinker v. Des Moines Indep. Cmty. Sch. Dist.](#), 393 U.S. 503 (1969).

[105 ILCS 20/5](#), Silent Reflection and Student Prayer Act.

CROSS REF.: 7:140 (Search and Seizure), 7:150 (Agency and Law Enforcement Requests), 7:160 (Student Appearance), 7:190 (Student Behavior), 7:330 (Student Use of Buildings - Equal Access)

ADOPTED: August 18, 2025

Lyons Township High School District 204

PRESSPlus Comments

- C1. The Equal Access Act (EAA) requires a secondary school that receives federal funding and allows a *limited open forum* to grant fair opportunity or equal access to students who wish to conduct a meeting within that limited open forum without regard to the religious, political, philosophical, or other content of the speech at such a meeting. A secondary school has a *limited open forum* whenever it “grants an offering to or opportunity for one or more noncurriculum-related student groups to meet on school premises during noninstructional time.” 20 U.S.C. §4071(a). **Issue 122, June 2026**
- C2. Kennedy v. Bremerton Sch. Dist., 597 U.S. 507, 527 (2022) (quoting Tinker at 506, “the First Amendment’s protections extend to both ‘teachers and students,’” found that students were not restricted from voluntarily joining in prayer with a high school football coach on the field after a game). **Issue 122, June 2026**

SECTION 8 - COMMUNITY RELATIONS

8:70 Accommodations for Individuals with Disabilities

Individuals with disabilities shall be provided an opportunity to participate in all school-sponsored services, programs, or activities and will not be subject to illegal discrimination. When appropriate, the District may provide to persons with disabilities aids, benefits, or services that are separate or different from, but as effective as, those provided to others.

The District will provide auxiliary aids and services when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity.

Each service, program, website, or activity operated in existing facilities shall be readily accessible to, and useable by, individuals with disabilities. New construction and alterations to facilities existing before January 26, 1992, will be accessible when viewed in their entirety.

The Superintendent or designee is designated the Title II Coordinator and shall:

1. Oversee the District's compliance efforts and, recommend necessary modifications to the Board of Education, and maintain the District's final Title II self-evaluation document, update it to the extent necessary, and keep it available for public inspection for at least three years after its completion date. ^{C1}
2. Institute plans to make information regarding Title II's protection available to any interested party.

Individuals with disabilities should notify the Superintendent or Building Principal if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting.

Individuals with disabilities may allege a violation of this policy or federal law by reporting it to the Superintendent or designated Title II Coordinator, or by filing a grievance under Board policy 2:260, the Uniform Grievance Procedure.

LEGAL REF.:

Americans with Disabilities Act, 42 U.S.C. §§12101 et seq. and 12131 et seq., Americans with Disabilities Act; 28 C.F.R. Part 35.

Rehabilitation Act of 1973 §104, 29 U.S.C. §794, Rehabilitation Act of 1973 (2006).

105 ILCS 5/10-20.51.

410 ILCS 25/, Environmental Barriers Act.

71 Ill.Admin.Code Part 400, Illinois Accessibility Code.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 4:150 (Facility Management and Building Programs)

ADOPTED: June 20, 2023

Lyons Township High School District 204

PRESSPlus Comments

C1. Updated in response to a five-year review. **Issue 122, June 2026**

Document Status: Draft Update - New

2:120-E3 Exhibit - Resolution to Appoint a Delegate to the Illinois Association of School Boards Delegate Assembly

New/Unpublished Section

WHEREAS, the Board of Education of *[insert name of School District]* (Board) is an active member of the Illinois Association of School Boards (IASB);^{C1}

WHEREAS, as an IASB member, the Board can appoint a delegate to attend and participate in IASB's Delegate Assembly (Delegate Assembly), which is held each year in conjunction with the Joint Annual Conference in Chicago, Illinois;

WHEREAS, at the Delegate Assembly, one delegate from each participating board may vote on resolutions submitted by member boards and any proposed amendments to the IASB Constitution;

WHEREAS, resolutions adopted by the Delegate Assembly become Position Statements which guide IASB's advocacy efforts and legislative agenda on behalf of its members;

WHEREAS, the Board believes it is important that its collective voice be heard at the Delegate Assembly;

THEREFORE, BE IT RESOLVED, that the Board hereby:

1. Appoints *[insert Board member name]* to serve as the Board's delegate at the 20____ Delegate Assembly.
2. Appoints *[insert Board member name]* to serve as the Board's alternate delegate at the 20____ Delegate Assembly, should the delegate be unable to carry out their responsibilities.
3. Directs the appointed delegate to vote on the IASB resolutions and any proposed constitutional amendments at the 20____ Delegate Assembly (*choose one of the following*) [solely in accordance with the consensus reached by the Board at its meeting on *[insert date]*] OR [with their independent discretion based on the consensus of the Board at its meeting on *[insert date]* and any discussion had on each resolution].
4. The Board's consensus on the IASB resolutions and any proposed constitutional amendments at the 20____ Delegate Assembly shall be reflected in the Board's meeting minutes.

Adopted this _____ day of _____, 20____.

Attested by: _____, Board President

Attested by: _____, Board Secretary

Lyons Township High School District 204

PRESSPlus Comments

- C1. A new sample resolution is created to assist boards with annually appointing a delegate to the IASB Delegate Assembly (DA) and defining the delegate's authority to act on the board's behalf at the DA. This resolution is optional, and if customized and adopted by the board, is not required to be included in the board's policy manual. It is provided through your PRESS Plus dashboard for your convenience, and it can also be found at PRESS Online. **Issue 122, June 2026**

SECTION 7 - STUDENTS

7:330 Student Use of Buildings - Equal Access

For purposes of this Board policy, the District has established a *limited open forum* for high school students enrolled in the District.^{C1} Each District high school shall offer an opportunity for student-led *noncurriculum related student groups* to meet on school premises during *noninstructional time*. Noncurriculum related student groups are those student groups, clubs, or organizations that do not directly relate to the curriculum. For purposes of this Board policy, a *non-school sponsored* noncurriculum related student group is a noncurriculum related student group that is student led.

A student group or club is *school sponsored* if the District approves the student group or club to have a paid adult sponsor to promote, participate, and/or lead its activities. However, assigning a teacher, administrator, or other school employee to supervise a meeting for custodial purposes, allowing groups to promote meetings, and providing access to resources as determined by the District do not constitute sponsorship of the student group or club, nor does it constitute the District's endorsement or agreement with the activity or the speech of the students who participate in the activity.

Extracurricular and co-curricular student groups or clubs that are school sponsored are governed by Board policy 6:190, *Extracurricular and Co-Curricular Activities*.

Student groups or clubs directed and controlled by non-school persons are governed by Board policy 8:20, *Community Use of School Facilities*.

Student-led noncurriculum related student groups or clubs that are not school sponsored are granted free use of school premises and/or access to school resources for a meeting or series of meetings under the following conditions:

1. The meeting is held during those noninstructional times identified by the Superintendent or designee for noncurriculum related student groups, clubs, or organizations to meet. *Noninstructional time* means time set aside by the school before actual classroom instruction begins or after actual classroom instruction ends.
2. All noncurriculum related student groups that are not school sponsored receive substantially the same treatment.^{C2}
3. The student group or club and the meeting are student-initiated, meaning that the

request is made by a student, and the group or club is led by a student.^{C3}

4. Student attendance at the meeting is voluntary.
5. The school and school employees will not promote, lead, participate in, or otherwise sponsor the meeting.
6. School employees are present at religious meetings only in a nonparticipatory capacity.
7. The meeting and/or any activities engaged in by the student group or club do not materially or substantially interfere with the orderly conduct of educational activities.
8. Non-school persons do not direct, conduct, control, or regularly attend the meetings.^{C4}
9. The school retains its authority to maintain order and discipline.
10. A school staff member is present in a supervisory capacity.
11. The Superintendent or designee approves the use of school premises and/or access to school resources for a meeting or series of meetings.
12. The school requires neutral content generally limited to club/group name, meeting time(s), and location(s) as well as the approval of the Building Principal or designee for all advertisements, wall postings, or flyers.^{C5}

The Superintendent or designee shall develop administrative procedures to implement this policy.

LEGAL REF.:

20 U.S.C. §4071 et seq., Equal Access Act.

Bd. of Ed. of Westside Community Sch. Dist. v. Mergens, 496 U.S. 226 (1990).

E.D. by Duell v. Noblesville Sch. Dist., 151 F.4th 907 (7th Cir. 2025).

Gernetzke v. Kenosha Unified Sch. Dist. No. 1, 274 F.3d 464 (7th Cir. 2001), *cert. denied*, 535 U.S. 1017.

CROSS REF.: 6:190 (Extracurricular and Co-Curricular Activities), 7:10 (Equal Educational Opportunities), 8:20 (Community Use of School Facilities), 8:25 (Advertising and Distributing Materials in Schools Provided by Non-School Related Entities)

Lyons Township High School District 204

PRESSPlus Comments

- C1. This policy is rewritten based on feedback from the Ill. Council of School Attorneys to address the need for more guidance regarding what types of student-led groups are permitted free use of school premises under the Equal Access Act. Under the EAA, if a district with secondary school(s) has established a limited open forum, it is unlawful to deny equal access or a fair opportunity to, or discriminate against, any students who wish to conduct a *meeting* within that limited open forum on the basis of the religious, political, philosophical, or other content of the speech at such meetings. The term *meeting* under the EAA includes those activities of student groups which are permitted under a school's limited open forum and are not directly related to the school curriculum. This prohibition and definition under the EAA are the basis for the term of art *noncurriculum related student group*. See 20 U.S.C. §§4071(a) and 4072(3).

The policy is also updated due to recent case law updates, including E.D. by Duell v. Noblesville Sch. Dist., 151 F.4th 907 (7th Cir. 2025).

For more information, see the PRESS sample policy's footnotes, available at PRESS Online by logging in at www.iasb.com **Issue 122, June 2026**

- C2. See also U.S. Dept. of Education *Guidance on Constitutionally Protected Prayer and Religious Expression in Public Elementary and Secondary Schools* (2026), available at: www.ed.gov/media/document/2026-guidance-constitutionally-protected-prayer-and-religious-expression-public-elementary-and-secondary-schools-113182.pdf. **Issue 122, June 2026**

- C3. In E.D., the Court found no violation of the EAA where a school official decided to suspend a student anti-abortion club based on evidence that the club was partially run by the student's parent, and the student failed to follow the school's content-neutral flyer rules by including political messages. **Issue 122, June 2026**

- C4. Bd. of Ed. of Westside Community Sch. Dist. v. Mergens, 496 U.S. 226, 236 (1990). **Issue 122, June 2026**

- C5. The content-neutral restrictions contained in this item were upheld in E.D. The Court found, "[t]he District could reasonably conclude that covering its walls with warring political messages would undermine that order and divert attention from the business of learning."

This condition's application should be consistent with a board's adopted language in policy 8:25, *Advertising and Distributing Materials in Schools Provided by Non-School Related Entities*. **Issue 122, June 2026**

Document Status: Review and Monitoring

SECTION 2 -BOARD OF EDUCATION

2:30 School District Elections

School District elections are non-partisan, governed by the general election laws of the State, and include the election of Board of Education members, various public policy propositions, and advisory questions. Board members are elected at the consolidated election held on the first Tuesday in April in odd-numbered years. If, however, that date conflicts with the celebration of Passover, the consolidated election is postponed to the first Tuesday following the last day of Passover. The canvass of votes is conducted by the election authority within 21 days after the election.^{C1}

The Board, by proper resolution, may cause to be placed on the ballot: (a) public policy referendum according to [Article 28](#) of the Election Code, or (b) advisory questions of public policy according to [Section 9-1.5](#) of the School Code.

The Board Secretary serves as the local election official. He or she receives petitions for the submission of a public question to referenda and forwards them to the proper election officer and otherwise provides information to the community concerning District elections.

LEGAL REF.:

[10 ILCS 5/1-3](#), [5/2A](#), [5/9](#), [5/10-9](#), [5/22-17](#), [5/22-18](#), and [5/28](#).

[105 ILCS 5/9](#).

CROSS REF.: 2:40 (Board Member Qualifications), 2:50 (Board Member Term of Office), 2:210 (Organizational Board of Education Meeting)

ADOPTED: October 18, 2021

Lyons Township High School District 204

PRESSPlus Comments

- C1. 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:
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Issue 122, June 2026

Document Status: Review and Monitoring

SECTION 3 - GENERAL SCHOOL ADMINISTRATION

3:40 Superintendent

Duties and Authority^{C1}

The Superintendent is the District's executive officer and is responsible for the administration and management of the District school in accordance with Board of Education policies and directives, and State and federal law. District management duties include, without limitation, preparing, submitting, publishing, and posting reports and notifications as required by State and federal law, including the special reporting responsibilities in policy 5:90, *Abused and Neglected Child Reporting*. The Superintendent is authorized to develop administrative procedures and take other action as needed to implement Board policy and otherwise fulfill his or her responsibilities. The Superintendent may delegate to other District staff members the exercise of any powers and the discharge of any duties imposed upon the Superintendent by Board policies or by Board vote. The delegation of power or duty, however, shall not relieve the Superintendent of responsibility for the action that was delegated.

Qualifications

The Superintendent must be of good character and of unquestionable morals and integrity. The Superintendent shall have the experience and the skills necessary to work effectively with the Board, District employees, students, and the community. The Superintendent must have and maintain a Professional Educator License with a superintendent endorsement issued by the Illinois State Educator Preparation and Licensure Board.

Evaluation

The Board will evaluate, at least annually, the Superintendent's performance and effectiveness, using standards and objectives developed by the Superintendent and Board that are consistent with State law, the Board's policies, and the Superintendent's contract. A specific time should be designated for a formal evaluation session with all Board members present. The evaluation should include a discussion of professional strengths as well as performance areas needing improvement.

The Superintendent shall annually present evidence of professional growth through attendance at educational conferences, in-service training, or similar continuing education pursuits.

Compensation and Benefits

The Board and the Superintendent shall enter into an employment agreement that conforms to Board policy and State law. This contract shall govern the employment relationship between the Board and the Superintendent. The terms of the Superintendent's employment agreement, when in conflict with this policy, will control.

LEGAL REF.:

[105 ILCS 5/10-16.7](#), [5/10-20.47](#), [5/10-21.4](#), [5/10-21.9](#), [5/10-23.8](#), [5/21B-20](#), [5/21B-25](#), [5/24-11](#), and [5/24A-3](#).

[5 ILCS 120/7.3](#), Open Meetings Act.

[23 Ill.Admin.Code §§1.310](#), [1.705](#), and [25.355](#).

CROSS REF: 2:20 (Powers and Duties of the Board of Education; Indemnification), 2:130 (Board-Superintendent Relationship), 2:240 (Board Policy Development), 3:10 (Goals and Objectives), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 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)

ADOPTED: February 22, 2022

Lyons Township High School District 204

PRESSPlus Comments

C1. 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:

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Issue 122, June 2026

Document Status: Review and Monitoring

SECTION 3 - GENERAL SCHOOL ADMINISTRATION

3:50 Administrative Personnel Other Than the Superintendent

Duties and Authority^{C1}

The Board of Education establishes District administrative and supervisory positions in accordance with the District's needs and State law. The general duties and authority of each administrative or supervisory position are approved by the Board, upon the Superintendent's recommendation, and contained in the respective position's job description. In the event of a conflict, State law and/or the administrator's employment agreement shall control.

Qualifications

All administrative personnel shall be appropriately licensed and shall meet all applicable requirements contained in State law and Illinois State Board of Education rules.

Evaluation

The Superintendent or designee shall evaluate all administrative personnel and make employment and salary recommendations to the Board.

Administrators shall annually present evidence to the Superintendent of professional growth through attendance at educational conferences, additional schooling, in-service training, and Illinois Administrators' Academy courses, or through other means as approved by the Superintendent.

Administrative Work Year

The work year for administrators shall be the same as the District's fiscal year, July 1 through June 30, unless otherwise stated in the employment agreement. In addition to legal holidays, administrators shall have vacation periods as approved by the Superintendent. All administrators shall be available for work when their services are necessary.

Compensation and Benefits

The Board will consider the Superintendent's recommendations when setting compensation for individual administrators. These recommendations should be presented to the Board no later than the March Board meeting or at such earlier time that will allow the Board to

consider contract renewal and nonrenewal issues.

Unless stated otherwise in individual employment contracts, all benefits and leaves of absence available to teaching personnel are available to administrative personnel.

LEGAL REF:

[105 ILCS 5/10-21.4a](#), [5/10-23.8a](#), [5/10-23.8b](#), [5/21B](#), and [5/24A](#).

[23 Ill.Admin.Code §§1.310](#), [1.705](#), and [50.300](#); and [Parts 25](#) and [29](#).

CROSS REF: 3:60 (Administrative Responsibility of the Building Principal), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 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), 5:250 (Leaves of Absence), 5:290 (Employment Termination and Suspensions)

ADOPTED: February 22, 2022

Lyons Township High School District 204

PRESSPlus Comments

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Issue 122, June 2026

Document Status: Review and Monitoring

SECTION 3 - GENERAL SCHOOL ADMINISTRATION

3:60 Administrative Responsibility of the Building Principal

Duties and Authority^{C1}

The Board of Education, upon the recommendation of the Superintendent, employs Building Principals as the chief administrators and instructional leaders of their assigned schools, and may employ Assistant Principals. The primary responsibility of a Building Principal is the improvement of instruction. Each Building Principal shall perform all duties as described in State law as well as such other duties as specified in his or her employment agreement or as the Superintendent may assign, that are consistent with the Building Principal's education and training.

Each Building Principal and Assistant Principal shall complete State law requirements to be a prequalified evaluator before conducting an evaluation of a teacher or assistant principal.

Evaluation Plan

The Superintendent or designee shall implement an evaluation plan for Principals and Assistant Principals that complies with [Section 24A-15](#) of the School Code and relevant Illinois State Board of Education rules. Using that plan, the Superintendent or designee shall evaluate each Building Principal and Assistant Principal. The Superintendent or designee may conduct additional evaluations.

Qualifications and Other Terms and Conditions of Employment

Qualifications and other terms and conditions of employment are found in Board policy 3:50, *Administrative Personnel Other Than the Superintendent*.

LEGAL REF.:

[105 ILCS 5/2-3.53a](#), [5/10-20.14](#), [5/10-21.4a](#), [5/10-23.8a](#), [5/10-23.8b](#), and [5/24A-15](#).

[10 ILCS 5/4-6.2](#), Election Code.

[105 ILCS 127/](#), School Reporting of Drug Violations Act.

[23 Ill.Admin.Code Parts 35](#) and [50](#), Subpart D.

CROSS REF.: 3:50 (Administrative Personnel Other Than the Superintendent), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 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), 5:250 (Leaves of Absence), 5:290 (Employment Termination and Suspensions)

ADOPTED: February 22, 2022

Lyons Township High School District 204

PRESSPlus Comments

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Issue 122, June 2026

Document Status: Review and Monitoring

SECTION 4 - OPERATIONAL SERVICES

4:120 Food Services

Good nutrition shall be promoted in the District's meal programs and in other food and beverages that are sold to students during the school day. The Superintendent shall manage a food service program that complies with this policy and is in alignment with Board of Education policy 6:50, *School Wellness*.^{C1}

Food or beverage items sold to students as part of a reimbursable meal under federal law must follow the nutrition standards specified in the U.S. Dept. of Agriculture rules that implement the National School Lunch and Child Nutrition Acts. Schools being reimbursed for meals under these laws are *participating schools*.

The food service program in participating schools shall comply with the nutrition standards specified in the U.S. Dept. of Agriculture's *Smart Snacks rules* when it offers competitive foods to students on the school campus during the school day. *Competitive foods* are all food and beverages that are offered by any person, organization or entity for sale to students on the school campus during the school day that are not reimbursed under programs authorized by federal law. The food service programs in participating schools shall also comply with any applicable mandates in the Illinois State Board of Education's School Food Service rules implementing these federal laws and the Ill. School Breakfast and Lunch Program Act.

All revenue from the sale of any food or beverages sold in competition with the School Breakfast Program or National School Lunch Program to students in food service areas during the meal period shall accrue to the nonprofit school lunch program account.

LEGAL REF.:

Russell B. National School Lunch Act, [42 U.S.C. §1751](#) *et seq.*

Child Nutrition Act of 1966, [42 U.S.C. §1771](#) *et seq.*

[7 C.F.R. Parts 210](#) (National School Lunch Program) and [220](#) (School Breakfast Program).

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

[23 Ill.Admin.Code Part 305](#), School Food Service.

CROSS REF.: 4:130 (Free and Reduced-Price Food Services), 6:50 (School Wellness)

ADOPTED: February 22, 2022

Lyons Township High School District 204

PRESSPlus Comments

- C1. 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:
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Issue 122, June 2026

Document Status: Review and Monitoring

SECTION 4 - OPERATIONAL SERVICES

4:175 Convicted Child Sex Offender; Screening; Notifications

Persons Prohibited on School Property without Prior Permission^{C1}

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 meets either of the following two exceptions:

1. The offender is 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 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. The offender received permission to be present from the Board of Education, 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.

In all cases, the Superintendent or designee shall supervise a child sex offender whenever the offender is in a child's vicinity. If a student is a sex offender, the Superintendent or designee shall develop guidelines for managing his or her presence in school.

Screening

The Superintendent or designee shall perform fingerprint-based criminal history records information checks and/or screenings required by State law or Board policy for employees; student teachers; students doing field or clinical experience other than student teaching; contractors' employees who have direct, daily contact with one or more children; and resource persons and volunteers. The Board President shall ensure that these checks are completed for the Superintendent. He or she shall take appropriate action based on the result of any criminal background check and/or screen.

Notification to Parents/Guardians

The Superintendent shall develop procedures for the distribution and use of information from law enforcement officials under the Sex Offender Community Notification Law and the Murderer and Violent Offender Against Youth Community Notification Law. The Superintendent or designee shall serve as the District contact person for purposes of these laws. The Superintendent and Building Principal shall manage a process for schools to notify the parents/guardians during school registration that information about sex offenders is available to the public as provided in the Sex Offender Community Notification Law. This notification must occur during school registration and at other times as the Superintendent or Building Principal determines advisable.

LEGAL REF.:

[20 U.S.C. §7926](#), Elementary and Secondary Education Act.

[20 ILCS 2635/](#), Uniform Conviction Information Act.

[720 ILCS 5/11-9.3](#), Criminal Code of 2012.

[730 ILCS 152/](#), Sex Offender Community Notification Law.

[730 ILCS 154/75-105](#), Murderer and Violent Offender Against Youth Community Notification Law.

CROSS REF.: 2:110 (Qualifications, Term, and Duties of Board Officers), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 3:60 (Administrative Responsibility of the Building Principal), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:30 (Hiring Process and Criteria), 5:260 (Student Teachers), 6:250 (Community Resource Persons and Volunteers), 8:30 (Visitors to and Conduct on School Property), 8:100 (Relations with Other Organizations and Agencies)

ADOPTED: February 22, 2022

Lyons Township High School District 204

PRESSPlus Comments

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Issue 122, June 2026

Document Status: Review and Monitoring

General Personnel

5:40 Communicable and Chronic Infectious Disease

The Superintendent or designee shall develop and implement procedures for managing known or suspected cases of a communicable and chronic infectious disease involving District employees that are consistent with State and federal law, Illinois Department of Public Health rules, and Board of Education policies.^{C1}

An employee with a communicable or chronic infectious disease will be permitted to retain his or her position whenever, after reasonable accommodations and without undue hardship, there is no substantial risk of transmission of the disease to others, provided an employee is able to continue to perform the position's essential functions. An employee with a communicable and chronic infectious disease remains subject to the Board's employment policies including sick and/or other leave, physical examinations, temporary and permanent disability, and termination.

LEGAL REF.:

[42 U.S.C. §12101 et seq.](#), Americans With Disabilities Act, amended by the Americans with Disabilities Act Amendments Act (ADAAA), [Pub. L. 110-325](#); [29 C.F.R. §1630.1 et seq.](#)

[29 U.S.C. §791](#), Rehabilitation Act of 1973; [34 C.F.R. §104.1 et seq.](#)

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

[20 ILCS 2305/6](#), Department of Public Health Act.

[820 ILCS 40/](#), Personnel Record Review Act.

[77 Ill.Admin.Code Part 690](#), Control of Communicable Diseases.

CROSS REF.: 2:150 (Committees), 4:180 (Pandemic Preparedness; Management; and Recovery), 5:30 (Hiring Process and Criteria), 5:180 (Temporary Illness or Temporary Incapacity)

ADOPTED: May 20, 2024

PRESSPlus Comments

- C1. 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:
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Issue 122, June 2026

Document Status: Review and Monitoring

General Personnel

5:140 Solicitations By or From Staff

District employees shall not solicit donations or sales, nor shall they be solicited for donations or sales, on school grounds without prior approval from the Superintendent. District employees also shall not directly solicit participation by students, staff, or other members of the school community in any activities offered by District employees or other third parties and not offered or authorized by the District. Solicitations for such activities must receive prior approval under District Policy 8:25.^{C1}

CROSS REF.: 8:90 (Parent Organizations and Booster Clubs)

ADOPTED: February 21, 2023

Lyons Township High School District 204

PRESSPlus Comments

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Issue 122, June 2026

Document Status: Review and Monitoring

General Personnel

5:185 Family and Medical Leave

Leave Description ^{C1}

An eligible employee may use unpaid family and medical leave (FMLA leave), guaranteed by the federal Family and Medical Leave Act. The U.S. Department of Labor's rules (federal rules) implementing FMLA, as they may be amended from time to time, control FMLA leave.

An eligible employee may take FMLA leave for up to a combined total of 12 weeks each 12-month period.

During a single 12-month period, an eligible employee's FMLA leave entitlement may be extended to a total of 26 weeks of unpaid leave to care for a covered servicemember (defined in the federal rules) with a serious injury or illness. The "single 12-month period" is measured forward from the date the employee's first FMLA leave to care for the covered servicemember begins.

While FMLA leave is normally unpaid, the District may substitute an employee's paid leave for unpaid FMLA leave, provided such leave is available for use in accordance with Board policies and rules. In addition, all policies and rules regarding the use of paid leave apply when paid leave is substituted for unpaid FMLA leave. Any substitution of paid leave for unpaid FMLA leave will count against the employee's FMLA leave entitlement. Use of FMLA leave shall not preclude the use of other applicable unpaid leave that will extend the employee's leave beyond 12 weeks, provided that the use of FMLA leave shall not serve to extend such other unpaid leave. Any full workweek period during which the employee would not have been required to work, including summer break, winter break and spring break, is not counted against the employee's FMLA leave entitlement.

FMLA leave is available in one or more of the following instances:

1. The birth and first-year care of a son or daughter.
2. The adoption or foster placement of a son or daughter, including absences from work that are necessary for the adoption or foster care to proceed and expiring at the end of the 12-month period beginning on the placement date.
3. The serious health condition of an employee's spouse, child, or parent.
4. The employee's own serious health condition that makes the employee unable to

perform the functions of his or her job.

5. The existence of a qualifying exigency arising out of the fact that the employee's spouse, child, or parent is a military member on covered active duty or has been notified of an impending call or order to active duty, as provided in federal rules.
6. To care for the employee's spouse, child, parent, or next of kin who is a covered servicemember with a serious injury or illness, as provided by federal rules.

If spouses are employed by the District, they may together take only 12-weeks for FMLA leaves when the reason for the leave is 1 or 2, above, or to care for a parent with a serious health condition, or a combined total of 26 weeks for item 6 above.

An employee may be permitted to work on an intermittent or reduced-leave schedule in accordance with federal rules.

Eligibility

To be eligible for FMLA leave, an employee must be employed at a worksite where at least 50 employees are employed within 75 miles. Additionally, the employee must have been employed by the District for at least 12 months. The 12 months an employee must have been employed by the District need not be consecutive. However, the District will not consider any period of previous employment that occurred more than seven years before the date of the most recent hiring, except when the service break is due to fulfillment of a covered service obligation under the employee's Uniformed Services Employment and Reemployment Rights Act (USERRA), [38 U.S.C. 4301](#), *et seq.*, or when a written agreement exists concerning the District's intention to rehire the employee. In addition, one of the following provisions must describe the employee:

1. The employee has been employed for at least 1,000 hours of service during the 12-month period immediately before the beginning of the leave.
2. The employee is a full-time classroom teacher.

Requesting Leave

If the need for the FMLA leave is foreseeable, an employee must provide the Superintendent or designee with at least 30 days' advance notice before the leave is to begin. If 30 days' advance notice is not practicable, the notice must be given as soon as practicable. The employee shall make a reasonable effort to schedule a planned medical treatment so as not to disrupt the District's operations, subject to the approval of the health care provider administering the treatment. The employee shall provide at least verbal notice sufficient to make the Superintendent or designee aware that he or she needs FMLA leave, and the anticipated timing and duration of the leave. Failure to give the required notice for a foreseeable leave may result in a delay in granting the requested leave until at least 30 days

after the date the employee provides notice.

Certification

Within 15 calendar days after the Superintendent or designee makes a request for certification for a FMLA leave, an employee must provide one of the following:

1. When the leave is to care for the employee's covered family member with a serious health condition, the employee must provide a complete and sufficient certificate signed by the family member's health care provider.
2. When the leave is due to the employee's own serious health condition, the employee must provide a complete and sufficient certificate signed by the employee's health care provider.
3. When the leave is to care for a covered servicemember with a serious illness or injury, the employee must provide a complete and sufficient certificate signed by an authorized health care provider for the covered servicemember.
4. When the leave is because of a qualified exigency, the employee must provide: (a) a copy of the covered military member's active duty orders or other documentation issued by the military indicating that the military member is on active duty or call to active duty status, and the dates of the covered military member's active duty service, and (b) a statement or description, signed by the employee, of appropriate facts regarding the qualifying exigency for which FMLA leave is requested.

The District may require an employee to obtain a second and third opinion at its expense when it has reason to doubt the validity of a medical certification.

The District may require recertification at reasonable intervals, but not more often than once every 30 days. Regardless of the length of time since the last request, the District may request recertification when the, (1) employee requests a leave extension, (2) circumstances described by the original certification change significantly, or (3) District receives information that casts doubt upon the continuing validity of the original certification. Recertification is at the employee's expense and must be provided to the District within 15 calendar days after the request. The District may request recertification every six months in connection with any absence by an employee needing an intermittent or reduced schedule leave for conditions with a duration in excess of six months.

Failure to furnish a complete and sufficient certification on forms provided by the District may result in a denial of the leave request.

Continuation of Health Benefits

During FMLA leave, employees are entitled to continuation of health benefits that would have been provided if they were working. Any share of health plan premiums being paid by the employee before taking the leave, must continue to be paid by the employee during the FMLA leave. A District's obligation to maintain health insurance coverage ceases if an employee's premium payment is more than 30 days late and the District notifies the employee at least 15 days before coverage will cease.

Changed Circumstances and Intent to Return

An employee must provide the Superintendent or designee reasonable notice of changed circumstances (i.e., within two business days if the changed circumstances are foreseeable) that will alter the duration of the FMLA leave. The Superintendent or designee, taking into consideration all of the relevant facts and circumstances related to an individual's leave situation, may ask an employee who has been on FMLA leave for eight consecutive weeks whether he or she intends to return to work.

Return to Work

If returning from FMLA leave occasioned by the employee's own serious health condition, the employee is required to obtain and present certification from the employee's health care provider that he or she is able to resume work.

An employee returning from FMLA leave will be given an equivalent position to his or her position before the leave, subject to: (1) permissible limitations the District may impose as provided in the FMLA or implementing regulations, and (2) the District's reassignment policies and practices.

Classroom teachers may be required to wait to return to work until the next semester in certain situations as provided by the FMLA regulations.

Implementation

The Superintendent or designee shall ensure that: (1) all required notices and responses to leave requests are provided to employees in accordance with the FMLA; and (2) this policy is implemented in accordance with the FMLA. In the event of a conflict between the policy and the FMLA or its regulations, the latter shall control. The terms used in this policy shall be defined as in the FMLA regulations.

LEGAL REF.:

[29 U.S.C. §2601](#) *et seq.*, Family and Medical Leave Act; [29 C.F.R. Part 825](#).

[105 ILCS 5/24-6.4](#).

CROSS REF.: 5:180 (Temporary Illness or Temporary Incapacity), 5:250 (Leaves of Absence), 5:330 (Sick Days, Vacation, Holidays, and Leaves)

ADOPTED: February 21, 2023

Lyons Township High School District 204

PRESSPlus Comments

- C1. 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
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Issue 122, June 2026

Document Status: Review and Monitoring

SECTION 7 - STUDENTS

7:30 Student Assignment

Class Assignments^{C1}

The Superintendent or designee shall assign students to classes. Homeless children shall be assigned according to policy 6:140, *Education of Homeless Children*.

LEGAL REF.:

[105 ILCS 5/10-21.3](#), [5/10-21.3a](#), and [5/10-22.5](#).

CROSS REF.: 4:170 (Safety), 6:30 (Organization of Instruction), 6:140 (Education of Homeless Children)

ADOPTED: February 22, 2022

Lyons Township High School District 204

PRESSPlus Comments

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Issue 122, June 2026

Document Status: Review and Monitoring

SECTION 7 - STUDENTS

7:80 Release Time for Religious Instruction/Observance

A student shall be released from school, as an excused absence, because of religious reasons, including to observe a religious holiday, for religious instruction, or because the student's religion forbids secular activity on a particular day(s) or time of day. The student's parent/guardian must give written notice to the Building Principal at least five calendar days before the student's anticipated absence(s).^{C1}

The Superintendent or designee shall develop and distribute to teachers appropriate procedures regarding student absences for religious reasons, including how teachers are notified of a student's impending absence, and the State law requirement that teachers provide the student with an equivalent opportunity to make up any examination, study, or work requirement.

LEGAL REF.:

[105 ILCS 5/26-1](#) and [5/26-2b](#).

[775 ILCS 35/](#), Religious Freedom Restoration Act.

CROSS REF.: 7:70 (Attendance and Truancy)

ADOPTED: February 22, 2022

Lyons Township High School District 204

PRESSPlus Comments

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Issue 122, June 2026

Document Status: Review and Monitoring

SECTION 7 - STUDENTS

7:345 Protection of Student Personal Information Online

As authorized by state and federal law, the District may outsource institutional services or functions that involve the disclosure of education records/school student records to contractors, consultants, volunteers, and other third parties acting as “school officials” as defined by the Illinois School Student Records Act (ISSRA) and the Family Educational Rights and Privacy Act (FERPA).^{C1}

Such *school officials*:

- Perform institutional services or functions for which the District would otherwise use employees;
- Are under the direct control of the District with respect to the use and maintenance of education records;
- Only use personally identifiable information (PII) from education records for the purposes for which the disclosure was made and do not redisclose PII from education records without the District’s permission; and
- Meet the criteria specified in the District’s annual notification of FERPA rights for being a school official with a legitimate educational interest in the education records.

Some *school officials* and other technology vendors are operators of Internet websites, online services, online applications, or mobile applications that are designed, marketed, and primarily used for K-12 school purposes; these entities are defined as “operators” under the Illinois Student Online Personal Protection Act, [105 ILCS 85/ et seq.](#) (SOPPA).

The use of such *operators’* services and technologies may involve the creation or sharing of “covered information,” as defined by SOPPA, which means student PII or information linked to PII in any media or format that is not publicly available and is any of the following:

- (1) created by or provided to an operator by a student or the student’s parent/guardian in the course of the student’s or parent/guardian’s use of the operator’s site, service or application;
- (2) created by or provided to an operator by an employee or agent of the District; or
- (3) gathered by an operator through the operation of its site, service, or application.

The sharing of *covered information* with *operators* must comply with all requirements of ISSRA, FERPA, and SOPPA.

The Board designates the Superintendent to serve as Privacy Officer, who shall ensure the District complies with the duties and responsibilities required of it under SOPPA, ISSRA, and FERPA, including, but not limited to, all requirements related to posting information about the use and disclosure of *covered information*, providing notice of a breach of *covered information*, and implementing and maintaining reasonable security procedures and practices.

The Privacy Officer designates which District employees are authorized to enter into written agreements with operators for those contracts that do not require separate Board approval. Such designation does not limit individual school employees outside of the scope of their employment from entering into agreements with operators on their own behalf and for non-“K through 12 school purposes,” as that term is defined in SOPPA, provided that no *covered information* is provided to the operators. Any agreement or contract entered into for *K through 12 school purposes* by an employee without designation by the Privacy Officer is void and unenforceable as against public policy.

LEGAL REF.:

[20 U.S.C. §1232g](#), Family and Educational Rights and Privacy Act; [34 C.F.R. Part 99](#).

[105 ILCS 10/](#), Ill. School Student Records Act.

[105 ILCS 85/](#), Student Online Personal Protection Act.

[23 Ill. Admin. Code Part 380](#).

CROSS REF.: 4:15 (Identity Protection), 4:60 (Purchases and Contracts), 6:235 (Access to Electronic Networks), 7:340 (Student Records)

ADOPTED: February 22, 2022

Lyons Township High School District 204

PRESSPlus Comments

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Issue 122, June 2026

Document Status: Review and Monitoring

SECTION 8 - COMMUNITY RELATIONS

8:100 Relations with Other Organizations and Agencies

The District shall cooperate with other organizations and agencies, including but not limited to: ^{C1}

- County Health Department
- Law enforcement agencies
- Fire authorities
- Planning authorities
- Zoning authorities
- Other school districts

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 4:170 (Safety), 4:180 (Pandemic Preparedness; Management; and Recovery), 5:90 (Abused and Neglected Child Reporting), 7:150 (Agency and Law Enforcement Requests)

ADOPTED: February 22, 2022

Lyons Township High School District 204

PRESSPlus Comments

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Issue 122, June 2026

LYONS TOWNSHIP HIGH SCHOOL



DR. LESLIE C. OWENS Director of Student Services
District Office 100 S. Brainard Avenue LaGrange, IL 60525

TO: Lyons Township High School District #204 Board of Education
 Dr. Brian Waterman, Superintendent

FROM: Dr. Leslie Owens, Director of Student Services
 Dr. Jennifer Tyrrell, Principal

DATE: August 3, 2026

RE: Annual Attendance + Discipline Report

This annual report provided to our Board of Education outlines summative student behavior and attendance information from the previous (2025-26) school year. This information is presented to provide clarity and insight into these metrics that impact not only our school report card, but also and most importantly, their impact on our school culture, climate and the experience of each and every one of our students. With the district’s Strategic Plan as a compass, LTHS has moved from simply managing student behavior as it happens to creating a culture of belonging with an intentional shift to proactive and preventative education, ample opportunities for engagement and support, and guided pathways for repairing harm and restoring relationships. The total number of reported events decreased significantly across both behavior and attendance while the opportunities for students to receive support and process decisions, actions, and situations that may negatively impact their learning or the learning of those around them continue to increase. Twenty one categories improved during this school year as compared to eleven areas in last year and four areas are in their 3rd straight year of improvement.

The following table displays the relevant data for two school years: the 2025-26 school year and the 2024-25 school year. Using and comparing data from year to year is an essential component of our planning and iterative process for continuous school improvement. Student attendance and discipline are primarily facilitated through our Assistant Principal’s Offices and as a function of the larger Building Administration Teams, however, there is significant collaboration with Student Services administration and personnel as well as with the Director of Equity and Belonging and our academic Division Chairs. Our teams continually gather and monitor data, both in aggregate and disaggregated by population group, and make adjustments to practices accordingly. The color coding (green indicates data improved from the previous year, yellow indicates data regressed from the previous year, and no color indicates no change from the previous year) was preserved for last year’s data as well as an easier way to determine any emerging patterns across the last three years.

SY 2024-2025 Quarters 1-4		SY 2025-2026 Quarters 1-4	
Total Reported Events	9190	Total Reported Events	7305
Attendance Referrals	6043	Attendance Referrals	5267
Behavior Referrals	3147	Behavior Referrals	2038
Behavioral Referrals Not Including No Show Detentions	1732	Behavioral Referrals Not Including No Show Detentions	588
Exclusionary Discipline (OSS)	9	Exclusionary Discipline (OSS)	8
Restorative Intervention Room (Events)	200	Restorative Intervention Room (Events)	181
Attendance Referrals		Attendance Referrals	
All-Day Cut	390	All-Day Cut	357
5th Tardy	1517	5th Tardy	1039
6th Tardy	947	6th Tardy	659
7th Tardy (or Greater)	1643	7th Tardy (or Greater)	1359
Unexcused Absence	509	Unexcused Absence	808
Cut	1035	Cut	1044
Total	6043	Total	5266
Top Behavior Referrals		Top Behavior Referrals	
Academic Dishonesty	77	Academic Dishonesty	66
Blatant Disrespect	68	Blatant Disrespect	32
Disruptive Behavior - Classroom	70	Disruptive Behavior - Classroom	79
Electronic Policy Violation # 1	159	Electronic Policy Violation # 1	80
Failure to Follow Directions	85	Failure to Follow Directions	45
Inappropriate Behavior	244	Inappropriate Behavior	182
Insubordination	65	Insubordination	60
No ID on Person	433	No ID on Person	360
No Show Detention	1415	No Show Detention	1450
Physical Confrontation	38	Physical Confrontation	23
Technology Violation	15	Technology Violation	15
Theft	37	Theft	19
Tobacco Policy Violation	31	Tobacco Policy Violation	52
Other Serious Behavior Referrals		Other Serious Behavior Referrals	
Verbal Confrontation	22	Verbal Confrontation	9
Violence with Physical Injury	6	Violence with Physical Injury	7
Violence without Physical Injury	21	Violence without Physical Injury	9
Drug Offenses	28	Drug Offenses	62
Alcohol	4	Alcohol	5

To summarize the above information:

- There were 1,885 fewer Total Reported Events during SY 2025-26
 - There were 776 fewer Attendance Events reported in SY 2025-26 than in SY 2024-25
 - In total, there were 1,109 fewer Behavior Events reported in SY 2025-26 than in SY 2024-25
 - A change in the coding for the *No Show Detention* category was made for the 2025-26 school year in order to more accurately reflect that this category is not a primary behavior incident; rather, *No Show Detention* is a secondary behavior based on missing an assigned detention related to the original behavior incident. Assistant principal follow

up with students in 25-26 is consistent to previous school years; they use a combination of restorative and traditional responses to these situations.

- For comparison purposes, *No Show Detentions* accounted for 1,415 referrals during the 2024-25 school year. There were 1,450 *No Show Detentions* during the 25-26 school year which accounts for a significant portion of the decline in behavioral referrals.
- With regard to Attendance Events, the following changes from SY 2024-25 to SY 2025-26 were noted:
 - There were 33 fewer All-Day Cuts reported
 - There were 478 fewer 5th Tardies reported
 - There were 288 fewer 6th Tardies reported
 - There were 284 fewer 7th Tardies (or greater) reported
 - There were 299 more Unexcused Absences reported
 - There were 9 more Cuts reported
- With regard to Behavior Events, the top reported events categories remained the same.
 - There was a decrease in the reports of Academic Dishonesty, Blatant Disrespect, Electronic Policy Violate #1, Failure to Follow Directions, Inappropriate Behavior, Insubordination, No ID on Person, Physical Confrontation, Theft, Verbal Confrontation, and Violence Without Physical Injury noted by the green highlighting in the above table.
 - There was a decrease in the use of Exclusionary Discipline (out-of-school suspension OSS) by one (1) event and Restorative Intervention Room Events decreased by 19 from the previous school year.
 - There was an increase in the reports of Disruptive Behavior - Classroom, No Show Detention, Tobacco Policy Violation, Violence With Physical Injury, and Drug and Alcohol Offences as noted by the yellow highlighting in the above table.
 - There was no change to the number of Technology Violations and the change to Violence With Physical Injury and Alcohol Offenses was one (1).

Disaggregated Behavior Referrals SY 2024-25			Disaggregated Behavior Referrals SY 2025-26		
Population Group	Incidents	% of Total	Population Group	Incidents	% of Total
American Indian or Alaska Native			American Indian or Alaska Native		
Asian	29	0.92%	Asian	33	1.62%
Black or African American	230	7.31%	Black or African American	169	8.29%
Hispanic or Latino	1466	46.58%	Hispanic or Latino	785	38.52%
Native Hawaiian or Other Pacific Islander			Native Hawaiian or Other Pacific Islander		
Two or More Races	131	4.17%	Two or More Races	89	4.37%
MENA			MENA		
White	1259	40.01%	White	962	47.20%
Not Identified	29	0.92%	Not Identified		

For quick reference, the demographic of our student population for the SY ending in 2025 (as reported by the ISBE School Report Card) was: 64.1% White, 26.5% Hispanic, 3.6% Two or More Races, 3.3% Black, 2.4% Asian, and No Data Available for American Indian or Alaska Native, Native Hawaiian or Other Pacific Islander, or MENA. Population groups under 10 are redacted to protect confidentiality.

In examining the disaggregated attendance and discipline referrals for SY 2024-25, it is evident that both types of referrals (attendance + behavior) are disproportionately reported for our Black or African American and Hispanic or Latino subgroups (over-reported for both groups as compared to percentage of total student population) while our White and Asian groups are under-reported as compared to the percentage of total population for each group. These discrepancies inform us and merit action across the district to better understand the 'why' and address the factors systemically in order to support all students and improve attendance and discipline outcomes. The following action plan was created with this overarching goal in mind.

2026-27 ACTION PLAN FOR AREAS OF PRIORITY/FOCUS: RECOMMENDATION:

- **Cell Phone Policy**

- Senate Bill 2427 is expected to be signed, which restricts cell phone (and other smart device) use during the instructional school day
 - The bill requires that public school boards adopt cell phone policies by the beginning of the 2027-28 school year
 - In summary, cell phones and smart devices are not to be used during instructional time but high school districts are granted local flexibility to determine if devices can be used during passing periods/lunches. There are exceptions for students with medical and special needs, English Learners, students who are family caregivers, emergency situations, etc. This new legislation is expected to be largely in line with the current cell phone guidelines and expectations at LTHS.
- Throughout the 2026-27 school year, LTHS will be learning more about the bill and will work with our law firm, as well as with our Parent-Teacher Advisory Behavioral Interventions Board Committee (PTABIC), administration, staff, and students, to inform policy recommendations and build the resulting procedures and practices. Communication will be provided to the entire LT community to ensure clarity on any changes.

- **Professional Learning**

- We Are All Diversity Training (6 hour workshop) for all staff.
- Restorative practices training to be provided throughout the course of the 2026-27 school year by district administrators/staff in partnership with other providers/platforms/consultants.
 - Restorative Practices Level 1 Training
 - Responsive Restorative Practices within the Classroom, AP Office, and Restorative Intervention Room
 - Restorative Practices Training as part of Mentoring and Induction and year one programming for new certified staff
 - Restorative Practices Training for Non-Certified Staff
 - Restorative Practices Summer Workshop
- Youth Mental Health First Aid (YMHFA) - Provided to Staff by NAMI
- Teachers will select a strand and engage in learning during Institute Days. Strands include the following: Restorative Practices, Culturally Responsive Teaching, and Formative Assessment Process. There will be a focus on teachers' development of implementation plans.
- Associate Principals will facilitate comprehensive Threat Assessment Training (University of Virginia/CSTAG) for new Administrators and Student Services personnel.

- **Building a Restorative Culture of Belonging**

- Implementation of the Restorative Practices Guiding Coalition Operating Principles. Job embedded discussions will occur through the Professional Appraisal Process.
- Student Services team members will review the Guiding Coalition Operating Principles and develop Student Services Operating Principles to help guide Tier 1 practice.
- Continued implementation of Restorative Intervention Rooms at both campuses aimed at decreasing exclusionary discipline and increasing student support.
- Continued implementation of Tier 2 and 3 restorative practices within Assistant Principals Office and

Student Services including but not limited to the following: utilization of restorative practices within the AP Office as APs are working with students, implementation of year three of the Restorative Intervention Room, implementation of Tier 2 groups, etc.

- **Student Support Teams**

- The grade-level Student Support Teams and processes underwent a comprehensive review from January to June 2026. The review resulted in targeted changes and improvements in the areas of:
 - Data review processes
 - Record keeping and enhanced use of Infinite Campus
 - Differentiated problem solving for students receiving Tier 2 and Tier 3 interventions
 - Updated teacher referral process
 - Planned professional development for staff throughout the 26-27 year
 - Communication plan for staff and parents/guardians

- **School Safety** will continue to be an area of priority.

- Continue to prioritize social emotional learning, creating a restorative culture, and promoting *Say Something*.
- Continue to implement safety recommendations.
- Continue to evolve protocols and procedures aimed at creating a school community, culture and learning environment that is safe, positive, inclusive and engaging.

- **Student Attendance and Behavior/Discipline:** The Building Leadership Team will continue emphasizing and reinforcing the important student behavioral expectations.

- Continue to communicate attendance/discipline data and improvement plans across groups (i.e. regular principal communications, AP talks at FED/beginning of the school year, and regular BLT updates to staff)
- Continued implementation of the attendance communication campaign: *We are Present. We are Engaged. We are LT!* The focus will continue to be on communication and intervention/support.
- Continued implementation of the Restorative Intervention Room.
- Continued implementation of the District 204 Student Activities Code of Conduct.
- Continued review of disproportionality data and development of implementation/action plans.
- Continue to develop strategies and practices for use by AP's and Student Support Team members with students and families demonstrating poor attendance patterns.
- Continued development of targeted (attendance and behavior) plans to support students.
- Development and implementation of plans aimed at substance use prevention and intervention.

RECOMMENDATION:

This item is informational. There is no recommendation for action at this time.