



**Board of Education - Regular Meeting
District Office
1936 Green Bay Rd.
Highland Park, IL 60035**

Tuesday, April 19, 2022 7:00 PM

Agenda

Mission Statement

The mission of North Shore School District 112, a community partnership committed to a world-class education, is to nurture every child to become an inspired learner, a well-rounded individual and contributing member of a global community by striving for excellence within an environment that fosters innovation, respect, engagement and intellectual inquiry

LIVE STREAMING - To watch the live stream or the recorded Board Meeting, please visit our Vimeo page at <https://vimeo.com/user133899354>

1. Call to Order/Roll Call (7:00 pm)
2. Approval of Agenda
3. Pledge of Allegiance
4. Superintendent Report
5. Information & Presentations
 - a. Principal Presentation- Edgewood Middle School (Policy 1:110)
 - b. PTO Fundraising Guidelines (Policy 8:90)
 - c. Presentation - Educating Outside the Lines (Policy 6:210)
 - d. Long-Range Facility Planning Phase 2 Update (Policy 4:150)
 - e. Reclassification of Technology Specialists' Work Year (Policy 5:300)
 - f. Rededication of Gymnasium at Northwood Honoring Jim Geiger (Policy 4:150)
 - g. Freedom of Information Act Requests (Policy 2:250)
6. Public Comments Related to Matters on the Agenda (Policy 2:230) *The Board welcomes comments and gives them serious consideration. The first community participation is solely for comments about matters on this agenda. Comments are limited to three minutes per speaker and will become part of the public record.*
7. Action Items
 - a. Consent Agenda (Policy 2:220)
 - i. Approval of Meeting Minutes (Policy 2:220)
 1. Regular Meeting Minutes - March 15, 2022
 2. Closed Session Minutes March 15, 2022
 3. Committee of the Whole Meeting Minutes -April 12, 2022

- ii. Personnel Recommendations: Employment, Resignation, Retirement & Leave of Absence (Policy 5:30)
- iii. Bill List (Policy 4:50)
- iv. Treasurer's Report - March 2022 (Policy 4:80)
- v. Destruction of Closed Session Recordings - 10/1/20 (Policy 2:220)
- vi. 2022-23 Administrator Contract Renewals (Policy 3:50)
- vii. Annual Compensation Increase for Exempt Employees
- b. Administrator Contract Recommendation - Director of Early Childhood & Extended School Year (Policy 3:50)
- c. Administrator Contract Recommendation - Associate Principal Oak Terrace (Policy 3:50)
- d. Recommendation to Renew 2022-23 Licensing Agreement with Innovation Learning, LLC (Policy 4:60)
- e. Adoption of Policy Updates (Policy 2:240): 2:20, 2:105, 2:110, 2:120, 2:220, 2:260, 3:40, 3:50, 3:60, 4:60, 4:120, 4:160, 4:165, 4:170, 4:175, 5:10, 5:20, 5:30, 5:50, 5:90, 5:100, 5:120, 5:125, 5:150, 5:185, 5:200, 5:220, 5:250, 5:330, 6:15, 6:20, 6:50 (rescind retained policy), 6:60, 6:120, 6:130 (rescind retained policy), 6:135, 6:340, 7:10, 7:20, 7:30, 7:60, 7:70, 7:80, 7:150, 7:160, 7:180, 7:190, 7:200, 7:210, 7:250, 7:260, 7:290, 7:310, 7:340, 7:345, 8:100
- f. Bid Award - Regular Student Transportation Services (Policy 4:60)
- g. Bid Award - Lawn & Grounds Maintenance Services (Policy 4:60)
- h. Approval of 2022-23 Board of Education Meeting Dates (Policy 2:200)
- 8. Public Comments
- 9. Committee Reports (Policy 2:150)
- 10. Board/Superintendent Other
- 11. Closed Session (Policy 2:200)
 - a. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. 5 ILCS 120/2 (c)(1)
 - b. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(c)(11).
 - c. The placement of individual students in special education programs and other matters relating to individual students. 5 ILCS 120/2(c)(10).
- 12. Adjournment

Superintendent's Report

April 19, 2022

Dr. Michael Lubelfeld

Superintendent of Schools

CHARACTER COUNTS!SM



**Emma Arnold
Jonah Levin**



**Maddie Dom
Grace Poulson**



**Willow Kanter
Mila Ori**



**Andrew Boiles
Dayana Sosa Velazquez
Nayeli Everastico
(nom. by HW Library)**



**Camryn Greene
Novalee Niderer**



**Lia Abramovich
Alejandro Delgado**



**Maggie Martinez
Ivan Velasquez Ramirez**



**Francisco Castillo
Margo Lewis**

THANK YOU!!!



Month of the Military Child

- *School Assemblies*
- *Car Parade & Dinner*

Staff Appreciation Week



May 2-6

The logo for 'Walk Bike & Roll to School' is displayed in three stacked horizontal banners. The top banner is green and contains the words 'WALK BIKE & ROLL' in white, bold, sans-serif capital letters. The letter 'A' in 'WALK' is replaced by a white silhouette of a person walking. The letter 'I' in 'BIKE' is replaced by a white silhouette of a person on a bicycle. The letter 'O' in 'ROLL' is replaced by a white silhouette of a bicycle wheel. The middle banner is blue and contains the words 'TO SCHOOL' in white, bold, sans-serif capital letters. The bottom banner is green and contains the text 'On May 4' in white, bold, sans-serif font.

WALK BIKE & ROLL
TO SCHOOL
On May 4

District 112 will join thousands of communities in celebrating Bike & Roll to School Day on May 4. This event is a national effort sponsored by the National Center for Safe Routes to School which is committed to empowering communities to make active trips to school a safe, appealing, preferred choice for families. More at WalkBiketoSchool.org

Optimistic Household



Emotional and mental health activities for families and staff that is a part of District 112's commitment to positive psychology and the research from Harvard professor Shawn Achor.

Visit: nssd112.org/OptimisticHousehold

What's coming up?



School plays, Musical Performances

Graduation, End of Year Parties

Summer School (Title I, ESY)

April 27 - Joint "440" Board Meeting (NW)

May 17 Regular Board Meeting

June 14 Regular Board Meeting

QUESTIONS?



COMMENTS?

Date: April 19, 2022
To: Members of the Board of Education
From: Dr. Monica Schroeder, Deputy Superintendent
Subject: PTO Fundraising Guidelines Updated
Policy Alignment: 8:90 Parent Organizations & Booster Clubs
Disposition: Information

Executive Summary:

The Parent Teacher Organization (PTO) President's Council met last month to review and discuss with the district administration the PTO fundraising guidelines that have been in place. The President of the PTO President Council, Ms. Carly Jones, and I will present the process that was undertaken to update the guidelines and discuss what is permitted to be purchased by the PTO. It is our recommendation that these guidelines be reviewed annually with the PTO President's Council in order to meet the ever changing needs of our students and staff.

Recommendation:
Information Only

What Do District 112 PTOs and the 112 Education Foundation Fund?
 Updated March 16, 2022

<u>District 112 PTOs</u>	<u>112 Education Foundation</u>
Grant Timing: Varies - Based on teacher/staff requests	Grant Timing: October and April/May
Funding Criteria: Aligns with the mission of the individual Parent Teacher Organizations - to support students and teachers/staff	Grant Criteria: <ul style="list-style-type: none"> ● Specific, actionable, and measurable objectives ● Creative and innovative approach to learning ● Significant student impact ● Project supports interdisciplinary learning
Types of Programs and Items Funded*: <ul style="list-style-type: none"> ● Field trips ● Assemblies ● Author visits ● Enrichment programs - in addition to Innovation Learning and not interfering with their space <ul style="list-style-type: none"> ○ Need to confirm with principal and administration ○ All payments need to go through the principal ● Middle school uniforms ● Materials for PTO Committees/Events ● School social events ● Teacher appreciation gifts/food ● Staff appreciation - gifts/food ● School supplies - extras for classrooms ● Stipends for extracurricular activities (elementary) ● Playground equipment (working with District Operations) - Currently on hold ● Additional support for 112 Foundation grants - Check with the 112 Education Foundation ● Scholarships for students in need - Angel Funds <ul style="list-style-type: none"> ○ Used for food days, yearbooks, spiritwear, activities, etc. ● Student welcome bags/spirit wear ● Spirit wear for teachers/staff ● Prizes and gifts for initiatives - Fun(d) Run, iRead, etc. 	Types of Grants Funded: <ul style="list-style-type: none"> ● STEM/STEAM programs ● Music and arts enrichment ● Multicultural experiences ● Math/science enrichment ● Wellness programming ● Problem-solving programs ● Communication/media arts programming and enrichment

What Do District 112 PTOs and the 112 Education Foundation Fund?
 Updated March 16, 2022

<ul style="list-style-type: none"> ● Parent education series ● 5th grade party/5th grade class gift ● Early release events ● Back to school bash ● Field Day - T-shirts and snacks ● Classroom activities - community service projects, projects as a collective class ● Teacher gifts and class gifts - holiday and year end ● Beverage and snacks for teachers and staff ● Yearbooks ● Book fairs 	
<p>PTOs should not purchase:</p> <ul style="list-style-type: none"> ● Software ● Technology (e.g. computers, ipads, headphones) ● Capital expenditures such as furniture ● Instructional materials ● Professional development ● Office Supplies ● Electronics and sound systems ● Library books 	<p>Other Programs Funded:</p> <ul style="list-style-type: none"> ● Author visits (using funds from iRead) ● Fun(d) run proceeds distributed to principals to be used for low income students (e.g. musical instrument rental, school supplies)
	<p>Foundation will not fund:</p> <ul style="list-style-type: none"> ● Teacher stipends ● Furniture ● Office Supplies

*All items listed may not be within the fundraising budgets of each individual PTO

Date: April 19, 2022
To: Members of the Board of Education
From: Dr. Holly Colin, Assistant Superintendent of Student Services
Subject: Educating Outside the Lines
Policy Alignment: 6:10 Educational Philosophy & Objectives
Disposition: Information

Executive Summary:

We are proud to partner with Ms. Patty O'Machel of *Educating Outside the Lines* as part of our commitment to social-emotional learning and wellness. Per Board Policy 6:10, *Educational Philosophy and Objectives*, the District's educational programs must help students develop sensitivity to the needs and values of others and a respect for individual and group differences. One way the District accomplishes this objective is through its partnerships with *Educating Outside the Lines*. The District has been partnering with *Educating Outside the Lines* since the 2018-19 school year to provide programming at the seven elementary schools for students in grades K-5. Educating Outside the Lines brings "ability awareness programming to schools" through assembly speeches, grade-specific programming, program development, and meeting of social/emotional learning standards (Policy 6:65). Additionally, Educating Outside the Lines provides "insights about disabilities to increase acceptance, understanding, and inclusion by demystifying disabilities and amplifying abilities." Ms. O'Machel will share program elements with the Board of Education.

Recommendation:
Information Only

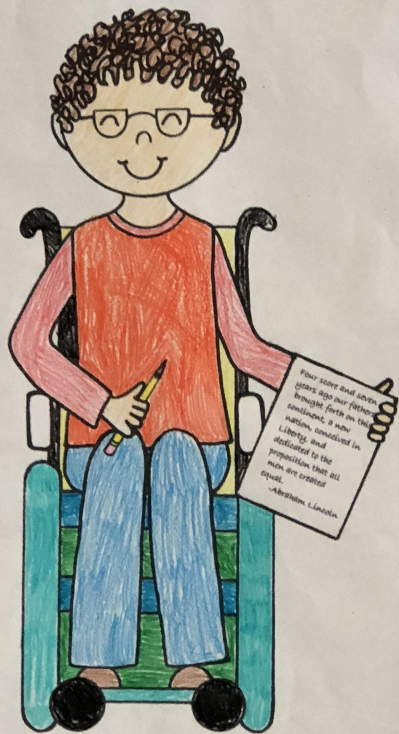


Educating Outside The Lines

Comprehensive Disability Awareness Program Grades K-5

Hallways and Classrooms







WHO'S WHO AT WILMOT?
A WHOLE NEW MESSAGE
CHARACTER EDUCATION

1. I HAVE A FRIEND WHO IS DIFFERENT
FROM ME.

2. I KNOW HOW TO BE A GOOD FRIEND
TO EVERYONE.

3. I KNOW HOW TO BE A GOOD FRIEND
TO EVERYONE.

4. I KNOW HOW TO BE A GOOD FRIEND
TO EVERYONE.

All School Assembly: Para-Athlete



All School Assembly: Oak Terrace





Kindergarten : We Are All Alike, We Are All Different



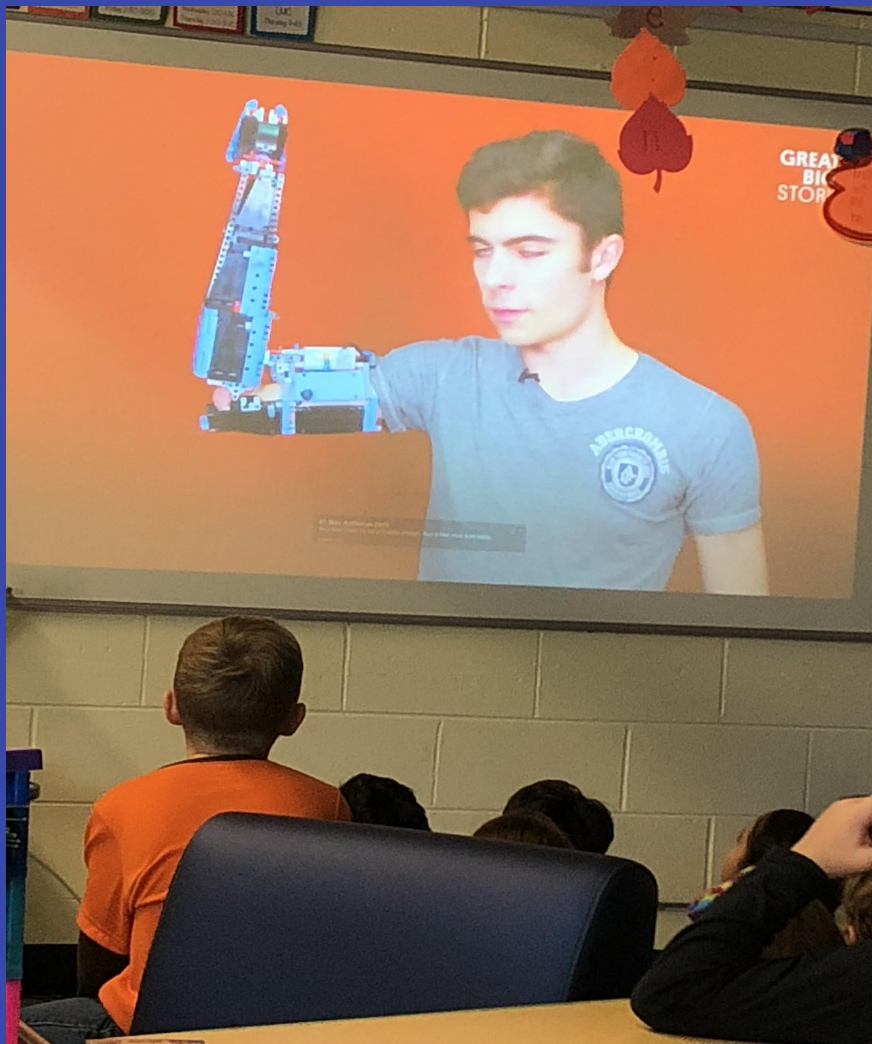
1st Grade: Communication Boards



1st Grade: Prosthetics



1st Grade: Helping Tools



1st Grade: Helping Tools and Innovation



2nd Grade:
Developmental
Disabilities-

Kids on the Block

Sesame Street Character “Julia” with Autism And Animal Puppets



3rd Grade: Vision and Hearing

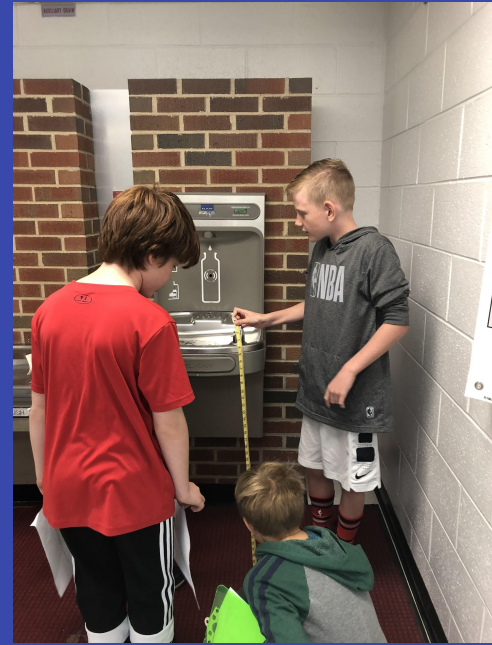


3rd Grade: Speaker Vision and Hearing





4th Grade: Physical Disabilities



4th Grade: Accessibility Study

5th Grade Hidden Disabilities

ADHD
Dyslexia
Autism
Learning Differences



Famous People with Hidden Disabilities



The overall objective of Disability Awareness Programming in schools is to break down the barriers between children with and without disabilities, and to help erase the fear of differences.

With the inclusion of children with all types of disabilities, children in our school systems will get to experience having classmates and friends who may have physical or developmental challenges.

The focus is on introducing elementary aged children to the concept that people with disabilities are everywhere in their community, and at their core they are simply just people.

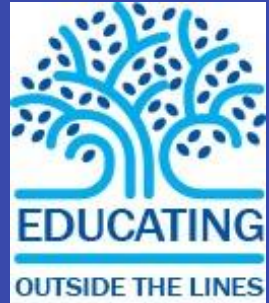


Figure 1

PROPOSED IMPROVEMENTS TO FIVE DISTRICT 112 ELEMENTARY SCHOOLS (PHASE 2 OF LONG-RANGE FACILITIES PLAN)

	Year Built	Braeside 1929	Indian Trail 1955	Ravinia 1913	Sherwood 1961	Wayne Thomas 1957
✓ Accessibility						
Door and Hardware Replacement		●	●	●	●	●
Restroom Renovations & Accessibility Improvements		●	●	●	●	●
New Elevator(s)		●	●	●	●	●
✓ Safety & Security						
Systems (Access Control, Security Cameras, Other)		●	●	●	●	●
Vestibule Improvements, Line of Site, Administration Office Configuration		●	●	●	●	●
Vehicular & Pedestrian Circulation				●	●	
Fire Protection System (Sprinklers)		●	●	●	●	●
✓ Indoor Learning Environments						
HVAC Upgrades		●	●	●	●	●
LED Lighting		●	●	●	●	●
Ceilings, Flooring, Furniture & Storage		●	●	●	●	●
✓ Technology Infrastructure						
Electrical Upgrades		●	●	●	●	●
Technology/Low Voltage System Upgrades		●	●	●	●	●
✓ Exterior Envelope						
Full Roofing Replacement		●				
Partial Roofing Replacement			●		●	●
Exterior Wall Repairs		●	●	●	●	●
Full Window Replacement			●			
Partial Window Replacement					●	●
✓ Site Improvements						
Parking Lot Improvements		●	●	●	●	●
Concrete Sidewalk Improvements		●	●	●	●	●
✓ Space Reconfiguration & Additions						
Add and/or Reconfigure Classrooms		●	●	●	●	●
Add and/or Reconfigure Space for Special Education Programming		●	●	●	●	●
Space for Student Support Services		●	●	●	●	●
Add and/or Reconfigure Space for Food Service		●	●	●	●	●
New Gymnasium					●	
Align Floor to Address Accessibility				●		
New Central Kitchen to Serve Entire District			●			

INSIDE...

- ▶ Answers to frequently asked questions regarding District 112's proposed referendum
- ▶ Overview of District 112's proposed building improvements
- ▶ Opportunities for the community to provide input on the District's funding proposal



www.nssd112.org

North Shore School District 112
1936 Green Bay Rd.
Highland Park, IL 60035



FACILITIES PLANNING UPDATE | Q&A



SPRING 2022

“North Shore School District 112 is committed to protecting and improving your neighborhood schools. The District seeks the community's input on a funding proposal to address the highest-priority facility needs at five of its older elementary schools. Nothing is set in stone until we hear from you, our taxpayers.”

- Michael Lubelfeld, Ed.D., Superintendent of Schools, North Shore School District 112



FACILITIES PLANNING UPDATE | Q&A



SPRING 2022

Why is North Shore School District 112 considering placing a bond referendum on the November 2022 ballot?

District 112 seeks to repair and renovate five of its aging elementary school buildings, improvements that would address decades of deferred maintenance and other high-priority facility needs. The proposed upgrades would substantially reduce future maintenance costs and extend the useful life of the aging school buildings for decades to come.

Are the proposed improvements to the five elementary schools part of the District's Long-Range Facilities Plan?

Yes. Phase 1 of the District's Long-Range Facilities Plan—which is primarily focused on renovations to the District's two middle schools and updates to Oak Terrace Elementary School—will be completed next year. The District is now focused on Phase 2, which includes repairs and renovations to five aging elementary schools.

At which elementary schools would repairs and renovations be addressed using proceeds from the proposed referendum?

The proposal calls for improvements to Braeside, Indian Trail, Ravinia, Sherwood and Wayne Thomas elementary schools.

What specifically would the proposed referendum fund?

The proposed improvements fall into the following categories: safety and security; technology infrastructure; accessibility; indoor learning environments; exterior envelopes; site improvements; and space reconfigurations/additions. Figure 1 provides a detailed summary of the proposed improvements at each of the five elementary schools.

Would referendum dollars focus primarily on upgrades to existing building infrastructure?

Yes. Most of the proposed improvements are tied to building infrastructure, updating instructional spaces and site improvements. A relatively small percentage of the voter-approved funding would go toward new construction such as secure entry vestibules, ADA accessibility projects and space for student support services.

How old are the elementary school buildings that would be updated with referendum dollars?

The five elementary schools that would benefit from the proposed referendum range in age from 61 to 109 years old.

How have educational programming and support services changed since the District's elementary schools were built?

Today, there are substantially more state-mandated educational programs and support services provided in the District's elementary schools compared to when they were first designed and built decades ago. Professionals who are now in the schools include special education teachers, speech therapists, physical therapists, psychologists, teacher aides and others.

How are changes in curriculum also driving the need for facility upgrades?

The current curriculum is broader and more diverse than what was offered when the District's elementary schools were built. Technology, media, modern libraries and hands-on learning spaces are essential to addressing the current curriculum.

Why not build new schools to replace the older facilities?

It would be significantly more expensive to replace the elementary schools than to repair and renovate them.



Scan the QR code to learn more, or visit www.nssd112.org/Phase2



ANTICIPATED BENEFITS OF PROPOSED REFERENDUM

What about fixing one school at a time, as savings allow?

This approach would significantly extend the construction timeline and increase the total construction costs by tens of millions of dollars. The Board of Education strongly believes that a voter-approved referendum is a more fiscally sound strategy.

Would improvements to the District's middle schools be completed before the elementary school projects are addressed?

Yes. Major renovations to Northwood Middle School have already been addressed on time and within budget, and Edgewood Middle School will be fully renovated by March 2023.



Major renovations were completed at Northwood Middle School in 2021.



Major renovations will be completed in 2023 at Edgewood Middle School.

What size referendum may appear on this fall's ballot?

The District is considering placing a \$108.4 million bond referendum on the November 8, 2022 ballot.

What is the estimated tax impact of the proposed referendum?

The following is a breakdown of the estimated annual tax impact of the proposed 20-year, \$108.4 million bond measure by a home's fair market value:

Estimated Annual Tax Impact:	
Fair Market Value	Tax Impact
\$250,000	\$236
\$300,000	\$286
\$500,000	\$489
\$750,000	\$743
\$1,000,000	\$997
Rate Increase	0.30

Are the Phase 2 projects the only improvements that require a tax rate increase?

Yes. All costs tied to Phase 1 are being addressed with non-referendum dollars that do not require a tax rate increase, including \$75 million of improvements to the middle schools. Phase 2 improvements would be addressed with the proposed \$108.4 million referendum, \$5 million of District funds and \$5 million in proceeds from the sale of District properties. Phase 3 would be funded solely with non-referendum dollars that do not require a tax rate increase, including the use of proceeds from the sale of additional district-owned properties.

What is included in the third and final phase of the District's Long-Range Facilities Plan?

Phase 3 includes improvements to Red Oak Elementary School and addressing space needs associated with the Early Childhood Education program, administration and operations.

Which properties is District 112 considering selling?

To help fund the proposed Phase 2 improvements, the District is evaluating the feasibility of selling its properties at Kennedy Park, Olson Park and West Ridge Park. For Phase 3, the District is contemplating the sale of Green Bay and Lincoln, with Elm Place being used as a possible site for District administration and operations. However, no action will be taken until the District gathers additional public input on this funding strategy.

How has the District lived within its means?

District 112 continues to look for opportunities to be more efficient. In fact, five years ago the District closed two schools and cut 10% of its staff, including the elimination of six administrative positions.

Why now? What is the urgency of addressing the proposed improvements?

The longer the District waits to address its highest-priority capital facility needs, the more it will cost. This is especially true with borrowing costs near historic lows and construction costs continuing to increase. For example, the cost to construct Oak Terrace was \$15 million in 1999. To construct that same building today would be about \$40 million.

If approved by voters, would community updates be provided?

Yes. The District would provide project updates via in-person community information meetings and on its website.

How can district residents provide input on the funding proposal?

A public opinion survey will be mailed to each registered voter household in the District in April. The District will also be hosting public information meetings, with dates, times and locations posted on the District's website at www.nssd112.org/Phase2.

BRAESIDE



93 Years Old

Proposed Improvements

- Improve secure entry vestibule
- Add security cameras/access control
- Add/update fire protection (sprinkler) system
- Install elevator
- Replace roofing
- Update technology infrastructure
- Update HVAC (air quality, air flow, temperature control)
- Renovate restrooms
- Update lighting, ceilings, flooring, furniture and storage
- Maintain the historical character
- Add classrooms/other additions
- Add space for student support services and special education
- Renovate space for food service
- Improve parking lot/sidewalks

INDIAN TRAIL



67 Years Old

Proposed Improvements

- Improve secure entry vestibule
- Add security cameras/access control
- Add/update fire protection (sprinkler) system
- Install new elevators
- Replace roofing
- Replace windows
- Update technology infrastructure
- Update HVAC (air quality, air flow, temperature control)
- Renovate restrooms
- Update lighting, ceilings, flooring, furniture and storage
- Add classrooms/other additions
- Add space for student support services and special education
- Improve parking lot/sidewalks
- Renovate space for food service
- Serve as location for new District central kitchen

RAVINIA



109 Years Old

Proposed Improvements

- Improve secure entry vestibule
- Add security cameras and access control
- Add/update fire protection (sprinkler) system
- Update technology infrastructure
- Install new elevator
- Align floor levels to improve accessibility
- Update HVAC (air quality, air flow, temperature control)
- Renovate restrooms
- Update lighting, ceilings, flooring, furniture and storage
- Maintain historical character
- Add classrooms/other additions for 3-section capacity
- Add space for student services, general special education programs and districtwide specialized special education programs
- Add/renovate space for food service
- Improve parking lot/sidewalks
- Enhance vehicular & pedestrian circulation

“The District's funding proposal would address decades of deferred maintenance and other high-priority facility needs, significantly reduce operating and maintenance costs moving forward, and position our elementary schools for an even stronger future.”

- Alexander Brunk, Board President, North Shore School District 112

SHERWOOD



61 Years Old

Proposed Improvements

- Improve secure entry vestibule
- Add security cameras/access control
- Add/update fire protection (sprinkler) system
- Replace roofing (partial)
- Replace windows (partial)
- Update technology infrastructure
- Update HVAC (air quality, air flow, temperature control)
- Renovate restrooms
- Add classrooms/other additions for 4-section capacity
- Add space for student support services and special education
- Update lighting, ceilings, flooring, furniture and storage
- Add new addition for gymnasium, specials and classrooms
- Renovate space for food service
- Improve parking lot/sidewalks
- Upgrade site to improve vehicular and pedestrian circulation

WAYNE THOMAS



65 Years Old

Proposed Improvements

- Improve secure entry vestibule
- Add security cameras/access control
- Add/update fire protection (sprinkler) system
- Add new elevator
- Replace roofing
- Replace windows (partial)
- Update technology infrastructure
- Update HVAC (air quality, air flow, temperature control)
- Renovate restrooms
- Update lighting, ceilings, flooring, furniture and storage
- Add classrooms/other additions
- Add space for student support services and special education
- Renovate space for food service
- Improve parking lot/sidewalks

JUST THE FACTS

- ✓ District 112 is considering placing a referendum on the November 2022 ballot.
- ✓ Referendum proceeds would be focused primarily on updating building infrastructure, improving outdated instructional spaces and site improvements.
- ✓ Repairing and renovating the existing elementary schools is much less expensive than replacing them.
- ✓ As part of Phase 2 of its Long-Range Facilities Plan, District 112 seeks to repair and renovate five of its elementary schools with a combination of referendum and District dollars.
- ✓ The proposed improvements would deliver many anticipated benefits, including making District 112's elementary schools safer and more secure and extending their useful life for many decades to come.
- ✓ The last time District 112 voters approved funding for facility improvements was 25 years ago.
- ✓ Proposed improvements to the elementary schools, which are 61 to 109 years old, would substantially reduce future maintenance costs.
- ✓ The final decision to place a referendum on the ballot will be made in August 2022, providing time for additional public input.

Learn more at www.nssd112.org/Phase2



Date: April 19, 2022
To: Members of the Board of Education
From: Dr. Monica Schroeder, Deputy Superintendent
Subject: Change in Length of Work Year for Technology Specialists
Policy Alignment: Policy 5:300 ESP Schedules & Employment Year
Disposition: Information

Executive Summary:

In an effort to retain our valued technology specialists and to support the growing technology needs in the organization, the administration is recommending that the work year changes from the current 11 months per year to 12 months per year in accordance with other year-round positions in the Collective Bargaining Agreement (CBA) between the Board of Education and the NSSSA. In agreement with the NSSSA and this group of employees, the work year change will take effect on July 1, 2022.

The change in work year increases the work year by 39 days for the 5 current employees in this position. The impact on the budget of the District will come to a total increase of \$44,335.01 which includes salary, Medicare, FICA, and IMRF benefits. This salary/benefit amount is being worked into updated financial projections from the business office.

We will follow the language in the NSSSA collective bargaining agreement regarding work year. Please see the NSSSA language below and the comments in blue font in order to indicate what will change for technology specialists:

Article V. Working Conditions The work year, work day and work week definitions which appear as Sections 5.1 and 5.2 below are provided solely for the purpose of determining minimum work requirements necessary to attain other employment benefits as such benefits may be defined by this Agreement. These provisions shall not preclude changes in work year, work day or work week requirements, including the possibility of reduction in force, subject only to the duty to provide the Association with proper notice and the opportunity to negotiate such changes, to the extent required by law.

5.1 WORK YEAR DEFINITIONS

A. A full-year Employee is one who regularly works the twelve (12) month fiscal

year beginning July 1 through June 30.

B. A school-year Employee is one who regularly works less than the twelve (12) month fiscal year, but at least the school year in accordance with the school calendar adopted by the Board and typically includes:

4. An eleven month employee - one who regularly works the teacher contract year plus forty days.

- The technology specialists will move from working eleven months a year to 12 months a year for a full-year on July 1, 2022. Notice of this change was given to the NSSSA on March 28, 2022. NSSSA President Mikell, reported on March 31, 2022, that the technology specialists were in agreement with the change.

5.3 WORK YEAR/PAID HOLIDAYS/VACATION

E. Vacations Full-time, full-year employees shall earn vacation, awarded at the time of hiring and on the first day of each fiscal year thereafter, in accordance with the following schedule:

Time of Award

Days Awarded

On Date of Hire	A prorated amount of 10 for the remainder of the fiscal year 10 vacation days
For fiscal year 2	11 vacation days
For fiscal year 3	12 vacation days
For fiscal year 4	13 vacation days
For fiscal year 5	14 vacation days
For fiscal year 6	16 vacation days
For fiscal years 7 and 8	17 vacation days
For fiscal years 9 and 10	18 vacation days
For fiscal years 11 and 12	19 vacation days
For fiscal year 13	20 vacation days
For fiscal year 14	20 vacation days
For every fiscal year thereafter	20 vacation days

- Katie Herak, payroll manager, will communicate with each technology specialist the number of vacation days they will be given at the start of the fiscal year based on their hire date.

Guaranteed Use/Accumulation Vacation days shall be available in whole day increments, with each employee guaranteed a right to use up to half of such days (rounded to the next highest whole number) during the school year as may be scheduled by the mutual agreement of the immediate supervisor and the employee. The balance of earned days shall be scheduled only with the advance approval of the immediate supervisor, except that there shall be no such guarantee that such days may be used during the school year. Employees who are unable to exhaust their vacation days in the period available for use due to denial of their requests by the immediate supervisor shall be permitted to carry over those days to the first six (6) months of

the next fiscal year. In all other cases, vacation days shall not be permitted to accumulate or otherwise carry over. Failure to use vacation days in accordance with this Agreement shall result in a loss of such days without reimbursement

- The above language applies to our technology specialists once the fiscal year begins.

Recommendation:
Information Only

Date: April 19, 2022
To: Members of the Board of Education
From: Dr. Michael Lubelfeld, Superintendent
Subject: Rededication of the Jim Geiger Gym at Northwood
Disposition: Information

Executive Summary:

Jim Geiger worked physical education teacher at Northwood from 1971 through 2006. His 35-year career as a physical education, health, and wellness teacher was marked with excellent evaluations and generations of memories. Following Jim's retirement, the gymnasium at Northwood was dedicated in his name to honoring his service and commitment to the children and school district he served. During the extensive renovations completed at Northwood recently, it became necessary to paint over an image of Mr. Geiger on the gymnasium wall. It is our wish to rededicate the gymnasium to Mr. Geiger and we'll be installing a plaque in his honor as a more permanent marker of his great service to the school.

Recommendation:
Information Only

Date: April 19, 2022
To: Board of Education
From: Dr. Michael Lubelfeld, Superintendent
Subject: FOIA Requests
Policy Alignment: Policy 2:250-Access to Public Records
Disposition: Information

Executive Summary:

Board Policy 2:250 Access to Public Records requires the Superintendent or designee(s) to report to the Board any Freedom of Information (FOIA) requests and the status of the District's response at each regular Board meeting.

The following is a summary of recent requests made under the Freedom of Information Act:

- A commercial request was made on February 22, 2022, by Preston Dedi from Chicagolandconstruction.com for bid results for Northwood roof replacement. The District responded to the request on March 16, 2022
- A request was made on March 10, 2022, by Jeff Kelly for recordings and documents pertaining to closed session. The District responded to the request on March 14, 2022.
- A request was made on March 1, 2022, by Ashbey Beasley for emails/text messages pertaining to herself and her son. The District responded to the request with an extension notice on March 7, 2022, and with a final response on March 15, 2022.
- A request was made on March 10, 2022, by Jeff Kelly for liability policies or bonds pertaining to the school district and board members. The District responded to the request on March 15, 2022.
- A request was made on March 14, 2022, by Kristina Snell for bid award document for previous lawn and maintenance project. The District responded to the request on March 15, 2022.
- A request was made on March 17, 2022, by Jonathan Fagg for data regarding challenges to library books. The District responded to the request on March 22, 2022.

Recommendation:

Information



**Board of Education Regular Meeting
1936 Green Bay Rd., Highland Park, IL 60035**

March 15, 2022

Open Session Minutes

*This meeting was streamed live and can be accessed online at
<https://vimeo.com/user133899354>*

Call to Order, Roll Call

President Brunk called the meeting to order at 7:01 p.m.

Members Present:

Alexander Brunk, Lisa Hirsh, Melissa Itkin, Dan Jenks, Art Kessler, Adam Kornblatt, Bennett Lasko

Members Absent

None

Administrators Present:

Dr. Michael Lubelfeld, Superintendent

Dr. Monica Schroeder, Deputy Superintendent

Dr. Kevin Ryan, Assistant Superintendent of Teaching and Learning

Mr. Jeremy Davis, Assistant Superintendent for Finance & Operations

Dr. Holly Colin, Assistant Superintendent for Student Services

Mr. Nicholas Glenn, Director of Communications

Mr. Charlie Privett, Director of Operations

Approval of Agenda

President Brunk asked for a motion to approve the agenda as presented. Mr. Kessler moved and Mr. Jenks seconded the motion. Upon a voice vote, the agenda was unanimously approved.

Pledge of Allegiance

President Brunk led the Pledge of Allegiance.

Superintendent's Report

- Dr. Lubelfeld attended the Robot Revolution event on March 5 at Northwood where teams of over 200 students competed. He thanked the 112 Education Foundation for their financial support and teacher Bill Steinbach for organizing the event.

- The second Dual Language Information night for incoming kindergarten parents was held on March 10 at Northwood. Dr. Lubelfeld thanked Dr. Colin for organizing the event as well as the current dual language students, former graduates, parents, and teachers that spoke as panelists.
- Kindergarten registration for 2022-23 continues. 278 students are currently registered with more expected. Updates on Dual Language registration will be provided at the April 12 and April 19 Board meeting.
- A series of community information meetings focusing on Phase 2 of the Long Range Facility Plan will take place at Green Bay on March 29 (6:30 pm), April 2 (9:00 am), April 4 (6:30 pm), and April 16 (9:00 am). A mailing with more details will be mailed out to all District 112 homeowners in the next weeks.
- The City of Highland Park will hold its annual Awards Nights on April 5 at Highland Park High School. Students nominated for the Character Count Award will be honored at the event.
- Parents are encouraged to access the positive psychology activities in the Optimistic Household modules found on the District website.
- Upcoming Events:
 - March 17 & 18 - Parent-Teacher Conferences
 - March 21-25 - Spring Break
 - April 12 - Finance Committee (6:30pm) & Committee of the Whole (7:00pm)

Principal Presentation- Braeside Elementary School

Braeside Elementary School Principal, Ms. Jamie Kahn shared with the Board the work of the students, staff, and parents over the past year that has focussed on kindness. The Braeside Kindness Club provides students with leadership roles and opportunities to spread kindness. Ms. Khan shared a video featuring Braeside students, staff, and parents talking about examples of the kindness that has been demonstrated throughout the Braeside community and the positive impact it's had on the school's culture. Students have opportunities to participate in various clubs and activities that focus on spreading joy including the Braeside Spirit Club, Smile Packs, Growing Friends and Flowers, and creating "Be Kind" pins.

Long-Range Facility Planning Phase 2 Update

Dr. Lubelfeld provided an update on the planning for Long Range Facility Phase 2. The District has begun launching a campaign for community input into Phase 2 planning. Four community information meetings have been scheduled and all taxpayers are encouraged to attend and learn more about the proposed upgrades to five elementary schools the Board is considering. A letter and fact sheet were recently mailed to all households in the District 112 area and three to four additional mailers will be sent out in the next six to eight weeks. One of the mailers will be a survey that all homeowners are asked to complete and mail back to the district in the provided stamped envelope. The Board is extremely interested in hearing from the community on the proposed plans estimated at \$108,000,000. The feedback from the community will also be shared with the Citizens Task Force for further discussion and consideration and possible refinement of plans. The Task Force will help the Board determine whether a referendum

should be placed on the November 2022 election ballot. That decision will need to be made by the Board in August.

Schooling Update

Dr. Lubelfeld reported that 69% of eligible students are vaccinated against COVID-19, which is a slight increase over last month. Opt-in SHIELD testing continues to be offered for students and staff as well as rapid antigen testing (drive up and in-school for symptomatic).

Since February 18 (the last Board schooling update):

- 3,069 SHIELD tests were administered with 8 positives identified
- A total of 15 staff members & 30 students reported being positive.
- The number of positive cases has significantly dropped in the District, which is consistent with statistics in Lake County and the State.
- Physical distancing will continue to be followed to the extent possible in classrooms and at lunch.

Recommendation to Renew 2022-23 Licensing Agreement with Innovation Learning

Jeremy Davis presented a recommendation to renew the District's agreement with Innovation Learning for before/after school child care services for 2022-23. Innovation Learning will also offer childcare over the summer in conjunction with the District's summer school program. The Board will be asked to approve the 2022-23 agreement in April.

First Reading Policy Updates

The Board Policy Committee met on March 7, 2022, to review updates recommended by the Illinois Association of School Board's PRESS Issue 108, as well as policies retained from the previous Board Policy Manual. The majority of updates stem from changes in legislation. Based on the committee's review and recommendations, updates to the following policies were presented to the Board for a first reading:

- 2:20 Powers and Duties of the School Board; Indemnification
- 2:105 Ethics and Gift Ban
- 2:110 Qualifications, Term, and Duties of Board Officers
- 2:120 Board Member Development
- 2:220 School Board Meeting Procedure
- 2:260 Uniform Grievance Procedure
- 3:40 Superintendent
- 3:50 Administrative Personnel Other Than the Superintendent
- 3:60 Administrative Responsibility of the Building Principal
- 4:60 Purchases and Contracts
- 4:120 Food Services
- 4:160 Environmental Quality of Buildings and Grounds
- 4:165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors
- 4:170 Safety
- 4:175 Convicted Child Sex Offender; Screening; Notifications

- 5:10 Equal Employment Opportunity and Minority Recruitment
- 5:20 Workplace Harassment Prohibited
- 5:30 Hiring Process and Criteria
- 5:50 Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition
- 5:90 Abused and Neglected Child Reporting
- 5:100 Staff Development Program
- 5:120 Employee Ethics; Conduct; and Conflict of Interest
- 5:125 Personal Technology and Social Media; Usage and Conduct
- 5:150 Personnel Records
- 5:185 Family and Medical Leave
- 5:200 Terms and Conditions of Employment and Dismissal
- 5:220 Substitute Teachers
- 5:250 Leaves of Absence
- 5:330 Sick Days, Vacation, Holidays, and Leaves
- 6:15 School Accountability
- 6:20 School Year Calendar and Day
- 6:50 School Wellness (*replaces retained policy*)
- 6:60 Curriculum Content
- 6:120 Education of Children with Disabilities
- 6:130 Program for the Gifted (*replaces retained policy*)
- 6:135 Accelerated Placement Program
- 6:340 Student Testing and Assessment Program
- 7:10 Equal Educational Opportunities
- 7:20 Harassment of Students Prohibited
- 7:30 Student Assignment and Intra-District Transfer
- 7:60 Residence
- 7:70 Attendance and Truancy
- 7:80 Release Time for Religious Instruction/ Observance
- 7:150 Agency and Police Interviews
- 7:160 Student Appearance
- 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment
- 7:190 Student Behavior
- 7:200 Suspension Procedures
- 7:210 Expulsion Procedures
- 7:250 Student Support Services
- 7:260 Exemption from Physical Education
- 7:290 Suicide and Depression Awareness and Prevention
- 7:310 Restrictions on Publications; Elementary Schools
- 7:340 Student Records
- 7:345 Use of Educational Technologies; Student Data Privacy and Security
- 8:100 Relations with Other Organizations and Agencies

Mr. Jenks remarked that it's becoming harder for school administrators to focus on educating students while having to manage so many new legislative mandates. He also is not in favor of the indeterminate timeline language in some policies regarding the frequency that the Board should review or be updated on district programs. President Brunk said this could be considered in the future. The Board will be asked to approve the policy updates in April.

Freedom of Information Requests

The Board was informed of the following requests received under the Freedom of Information Act:

- A request was made on February 10, 2022, by Jolyn Daugherty for various documents pertaining to Crisis Go and student records. The District responded to the request with an extension notice on February 17, 2022, and with a final response on February 24, 2022.
- A request was made on February 10, 2022, by Jolyn Daugherty for various documents pertaining to medical professionals, vendors, and services. The District responded to the request with an extension notice on February 17, 2022, and with a final response on February 24, 2022.
- A request was made on February 14, 2022, by Jeff Kelly for liability insurance and oath of office documents. The District responded to the request on February 22, 2022.
- A request was made on February 14, 2022, by Jolyn Daugherty for various documents pertaining to surety bonds, insurance, and oath of office. The District responded to the request on February 22, 2022.
- A request was made on February 17, 2022, by Jeff Kelly for various documents pertaining to surety bonds. The District responded to the request on February 24, 2022.
- A request was made on February 23, 2022, by Ashbey Beasley for emails pertaining to masking. The District responded to the request with an extension notice on February 28, 2022, and with a final response on March 8, 2022.
- A request was made on March 7, 2022, by Tedd Novak for liability insurance documents. The District responded to the request on March 9, 2022.

Public Comments Related to Matters on the Agenda

There were no comments.

Approval of Meeting Minutes:

President Brunk asked for a motion to approve the Regular Meeting Minutes of February 22, 2022, the Closed Session Minutes of February 22, 2022, the Special Meeting Minutes of March 2, 2022, and the Closed Session Minutes of March 2, 2022. Mr. Lasko moved and Ms. Hirsh seconded the motion. President Lasko requested a roll call:

AYES: Brunk, Hirsh, Jenks, Kessler, Lasko

NAYS: None

ABSTAIN: Itkin, Kornblatt

The motion passed.

Consent Agenda

The Board utilizes a consent agenda for various routine action items, which allows the Board to approve items in a single motion unless the Board or the Superintendent requests otherwise.

The following items were presented to the Board for approval as part of the Consent Agenda:

- Personnel Recommendations:
 - Unpaid Leave of Absence
 - Unpaid leave of absence for **Carly Goldstein**, Special Education Resource Teacher at Indian Trail Elementary, effective 2022-2023 school year.
 - Unpaid leave of absence for **Gina Valerugo**, Nurse at Sherwood Elementary School, effective February 22, 2022, through June 2, 2022.
 - Resignation
 - Resignation of **Kimberly Isaacs**, 4th Grade Teacher, at Red Oak Elementary, effective June 2, 2022
 - Resignation of **Rebecca Fooden**, Special Education Resource Teacher, at Sherwood Elementary, effective June 2, 2022
 - Resignation of **Ron Wainer**, Math Interventionist at Oak Terrace Elementary, effective June 2, 2022
 - Resignation of **Grace Lichter**, Special Education Resource Teacher, at Red Oak Elementary, effective June 2, 2022
 - Resignation of **Catherine Kastanes**, Speech-Language Pathologist, at Sherwood Elementary, effective June 2, 2022
 - Resignation of **Katherine Rogers**, 1st Grade Teacher, at Wayne Thomas Elementary, effective June 2, 2022
- Bill List
- Treasurer's Report - February 2022
- Destruction of Closed Session Recordings from September 14, 200, September 15, 2020, and September 22, 2020
- Disposal of Surplus Goods/Property - miscellaneous obsolete curriculum materials

President Brunk asked for a motion to approve the consent agenda, as presented. Mr. Kornblatt moved and Mr. Jenks seconded the motion. President Brunk requested a roll call vote:

AYES: Brunk, Hirsh, Itkin, Jenks, Kessler, Kornblatt, Lasko

NAYS: None

The motion passed.

Approval of Intergovernmental Agreement with District 113 Student Records Project 440

The Board was presented with the Intergovernmental Agreement with District 113 Regarding Student Records. The agreement is part of the continued Project 440 joint collaboration of elementary Districts 106, 109, 112, and Township High School District 113. Each of the elementary districts entered into individual agreements with District 113 that allows the elementary schools to more easily transfer 8th-grade student records based on new regulations. The Illinois Student Records Act was recently amended to allow school student records to be released, transferred, disclosed, or otherwise disseminated without parental or student consent, if an elementary school district and a high school district have attendance boundaries that overlap and are parties to an intergovernmental agreement that allows the sharing. The ease of sharing student records will improve placement and instruction at the high school level and enhance opportunities for all students. President Brunk asked for a motion to approve the

Intergovernmental Agreement with District 113, as presented. Mr. Kornblatt moved and Mr. Jenks seconded the motion. President Brunk requested a roll call vote:

AYES: Brunk, Hirsh, Itkin, Jenks, Kessler, Kornblatt, Lasko

NAYS: None

The motion passed.

Recommendation to Approve Voya Financial Inc. 403(b) and 457(b) Plan

As discussed in February, Mr. Davis asked the Board to approve adding Voya Financial, Inc. to the District's list of approved service providers for the 403(b) and 457(b) retirement plans. President Brunk asked for a motion to approve Voya Financial as a new vendor. Mr. Jenks moved and Mr. Kornblatt seconded the motion. President Brunk requested a roll call vote:

AYES: Brunk, Hirsh, Itkin, Jenks, Kessler, Kornblatt, Lasko

NAYS: None

The motion passed.

Recommendation to Renew 2022-23 Ravinia Nursery School Ground Lease

As discussed in February, Mr. Davis asked the Board to renew the Ravinia Nursery School ground lease for an additional one-year term from July 1, 2022, through June 30, 2023, at an annual rate of \$10,720. (\$400 plus the equivalent of two full-time students' tuition payments). President Brunk asked for a motion to approve the 2022-23 Lease Renewal for Ravinia Nursery School, as presented. Mr. Jenks moved and Ms. Hirsh seconded the motion. President Brunk requested a roll call vote:

AYES: Brunk, Hirsh, Itkin, Jenks, Kessler, Kornblatt, Lasko

NAYS: None

The motion passed.

Approval of 2022-23 Agreement with ABM Education Services Contract

Jeremy Davis presented for the Board's approval the 2022-23 renewal agreement with ABM for custodial services. Mr. Davis noted that the hourly wage for custodians provided in the current contract does not accurately reflect current fair market rates and there have been significant challenges in hiring and retaining custodial staff. This has had a tremendous impact on operations and caused costly overtime wages. The new agreement provides for a fair market increase in the hourly wage for custodians with the first increase beginning April 1, 2022, and a second increase beginning July 1, 2022. Mr. Davis reported that the impact of the wage increase will cost the district an additional \$34,561 for FY22 and an additional \$217,415 for FY23. President Brunk asked for a motion to approve the 2022-23 ABM agreement as presented. Mr. Lasko moved and Mr. Jenks seconded the motion. President Brunk requested a roll call vote:

AYES: Brunk, Hirsh, Itkin, Jenks, Kessler, Kornblatt, Lasko

NAYS: None

The motion passed.

Bid Award- Northwood Auditorium Roof Replacement

Charlie Privett, Director of Operations presented the Northwood Auditorium roof replacement bid award recommendation. He explained that the administration chose not to replace the roof above the Northwood auditorium during the modernization of Northwood in 2019 and instead placed it on the capital improvement schedule. INSPEC prepared bid documents a request for bids was issued on January 31. A total of four bids were received and after careful review, INSPEC recommends awarding the bid to F&G Roofing Company in the amount of \$357,560, which includes the based bid of \$332,000 and alternate #1 of \$25,560. President Brunk asked for a motion to award the Northwood Auditorium roof replacement to F&G Roofing Company, as presented. Mr. Jenks moved and Mr. Kornblatt seconded the motion. President Brunk requested a roll call vote:

AYES: Brunk, Hirsh, Itkin, Jenks, Kessler, Kornblatt, Lasko

NAYS: None

The motion passed.

Approval of Administrator Contract Recommendation - Coordinator for Student Services

Dr. Monica Schroeder, Deputy Superintendent discussed the selection process for the new position of Coordinator for Student Services. She explained that the Coordinator will assist Dr. Holly Colin, Assistant Superintendent for Student Services, and support various aspects of the Student Services Department. The District received over 40 applications and the selection process was extensive. After several rounds of interviews with stakeholder groups, internal candidate Ms. Kelly Smith-Novak was selected as the finalist. Ms. Smith-Novak, a speech-language pathologist, currently serves the District as an Assistant Technology and Inclusion Specialist. Ms. Smith Novak will assume her new Coordinator position beginning July 1, 2022. President Brunk asked for a motion to approve the employment contract for Ms. Kelly Novak-Smith as Coordinator for Student Services, effective July 2, 2022 through June 30, 2023, as presented. Mr. Lasko moved and Mr. Kessler seconded the motion. President Brunk requested a roll call vote:

AYES: Brunk, Hirsh, Itkin, Jenks, Kessler, Kornblatt, Lasko

NAYS: None

The motion passed.

Resolution Ordering the Dismissal for Cause of Bryan Wagner as a Tenured Teacher

President Brunk asked for a motion to approve the Resolution Ordering the Dismissal for Cause of Bryan Wagner as a Tenured Teacher, as presented. President Brunk moved and Ms. Hirsh seconded the motion. President Brunk requested a roll call vote:

AYES: Brunk, Hirsh, Itkin, Jenks, Kessler, Kornblatt, Lasko

NAYS: None

The motion passed.

Public Comments

There were no comments.

Committee/Liaison Reports

- **True North** - Ms. Hirsh reported at the recent TrueNorth Leadership Council meeting, a local parent presented how she advocated for her child with special needs to attend her neighborhood school with her sister rather than in a self-contained program. The presentation highlighted the importance for Districts to think outside the box when trying to find the most appropriate placement for students.
- **Human Relations Advisory Committee** - Ms. Hirsh reminded everyone about the City of Highland Park Awards Night on April 5 at HP High School. Many District 112 students will be honored with a Character Counts Award.
- **112 Education Foundation** - Ms. Itkin thanked the Foundation for sponsoring the recent Robot Revolution as well as the Aaron Reynolds author visits at the elementary schools. April 8 is the deadline for submissions for the Reel Film Festival which will take place on May 16 at the Renaissance Theater. Mr. Lasko thanked the Foundation for their extremely generous donation to the Northwood student service-learning trip to the Dominican Republic. The donation will help offset costs for students who may need financial assistance.
- **Policy Committee** - The Policy Committee met last week on March 7 to discuss and review policy updates.

Board/Superintendent Other

- Dr. Lubelfeld thanked Mr. Lasko for leading the fundraising efforts for the Northwood Dominican Republic service-learning trip. He also thanked Northwood PTO President, Jenea Harris and Northwood Associate Principal Will Kaplan for helping plan and coordinate.
- Dr. Lubelfeld reported that a large wall mural that was painted by a Puerto Vallarta artist decades ago is going to be installed at Northwood. The mural was painted and hung at Highland Park High School as part of the Sister Cities project organized by long-time community member Carole Wolfe and is culturally relevant to the history of Highland Park. Nicholas Glenn, Director of Communications plans to create a video focusing on the history of the mural including an interview with the artist.
- Dr. Lubelfeld recognized National Woman's Day and thanked the middle school student who contacted him about the recognition.
- A joint Project 440 Board meeting will be held on April 27. Boards from Districts 106, 109, 112, and 113 will join together at Northwood to discuss student achievement, etc.
- Dr. Lubelfeld is chairing the Lake County Superintendents Relief for Ukraine. Monetary and supply donations will be collected and shipped to Ukraine.

Adjourn to Closed Session

President Brunk asked for a motion to adjourn to closed session to discuss:

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed

and shall be open to the public and posted and held in accordance with this Act.5 ILCS 120/2 (c)(1)

- Litigation, when an action against, affecting, or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(c)(11).

Mr. Jenks moved and Ms. Hirsh seconded the motion to adjourn to closed session. President Brunk requested a roll call vote:

AYES: Brunk, Hirsh, Jenks, Kessler, Kornblatt, Lasko

NAYS: None

The motion passed.

The Board adjourned to closed session at 8:32 p.m

Reconvene to Open Session

The Board reconvened to open session at 10:15 p.m.

Adjournment

President Brunk asked for a motion to adjourn the regular meeting. Mr. Jenks moved and Mr. Lasko seconded the motion to adjourn. The motion was approved by voice vote.

The meeting adjourned at 10:15 p.m.

Alexander Brunk, President

Melissa Itkin, Secretary

Date of Approval: April 19, 2022



**Board of Education
Committee of the Whole Meeting
1936 Green Bay Rd., Highland Park, IL 60035**

April 12, 2022

Open Session Minutes

Call to Order, Roll Call

President Brunk called the meeting to order at 7:03 p.m.

Members Present:

Alexander Brunk, Lisa Hirsh, Melissa Itkin, Dan Jenks, Art Kessler, Adam Kornblatt, Bennett Lasko

Members Absent

None

Administrators Present

Dr. Michael Lubelfeld, Superintendent
Dr. Monica Schroeder, Deputy Superintendent
Dr. Kevin Ryan, Assistant Superintendent of Teaching and Learning
Mr. Jeremy Davis, Assistant Superintendent for Finance & Operations
Dr. Holly Colin, Assistant Superintendent for Student Services
Mr. Nicholas Glenn, Director of Communications
Mr. Charlie Privett, Director of Operations & Transportation

Guest Presenters

Dr. Leah Kimmelman, Director of Curriculum & Instruction
Dr. Eleni Spiron, ECRA Research & Analytics

Approval of Agenda

President Brunk asked for a motion to approve the meeting agenda as presented. Ms. Itkin moved and Mr. Jenks seconded the motion. Upon a voice vote, the agenda was approved by voice vote.

Pledge of Allegiance

President Brunk led the Pledge of Allegiance.

ECRA Presentation - Data on Dual Language & English Language Learners

The District partners with ECRA for student data analytics and as part of the District's ongoing review of the Dual Language (DL) and English Learners (EL) educational programs, the Board was presented with enrollment trends and assessment data from 2018-19 to present.

- 2022-23 Dual Language Kindergarten Enrollment - Dr. Lubelfeld reported that based on the number of incoming kindergarten students currently registered, eligible or interested in the Dual Language program, the administration is recommending two sections of kindergarten at Oak Terrace and two sections at Red Oak with class sizes of 22 students and a half-time classroom paraprofessional. If the class size increases to 23, a full-time paraprofessional would be assigned. English-speaking students on the waitlist will be given enrollment consideration if additional Spanish-speaking students enroll (the program requires a 50/50 balance of Spanish and non-Spanish speaking students). The administration will continue to monitor enrollment through August and if additional students enroll for DL kindergarten beyond 24 students per class, additional sections will be added.
- Dr. Kimmelman stated that one of the main focuses of the administration is to close the student achievement gap. Analysis of student data using ECRA helps inform the administration on the progress of that goal.
- Dr. Lubelfeld explained that overall enrollment in the DL program at Red Oak and Oak Terrace has significantly dropped since 2018-19. The needs and characteristics of students in DL are often different than in the non-DL programs. Students that are designated as EL, Hispanic, and low-income account for 35% of students enrolled in the DL program and 11% of students District-wide as an example.
- Dr. Speron reviewed the academic growth and proficiency of students in the DL program and also showed data based on EL and former EL status. Overall, students in Dual Language grew at similar rates to other students regardless of EL designation. Students Not in Dual Language have higher proficiency rates than students in Dual Language regardless of EL status. Former EL Students who are not in Dual Language had higher proficiency rates than their peers in Dual Language. Kindergarten National Performance: EL students in Dual Language start at a lower performance level than their EL peers who are not in the Dual Language.
- Dr. Ryan talked about various Teaching and Learning initiatives including DM Breakthrough Teams. The 10-week program has teacher teams at Red Oak and Oak Terrace working together with a DM coach to analyze and discuss student data and make data-driven decisions for planning instruction and creating common assessments. The process has already shown positives outcomes for specific targeted students and groups.
- As we continue to use ECRA, the District will be able to track data for specific students and cohorts as they progress into middle school and even through high school, with the new D113 data agreement, and provide the best outcomes for all students.

Long-Range Plan Phase 2

Dr. Lubelfeld provided an update on planning for Long-Range Planning Phase 2. Three community information meetings have taken place and another is planned for Saturday, April 16. The meetings were streamed live and the recordings are posted on the District website. Several informational mailings and a survey have gone out to all homeowners and everyone was encouraged to provide feedback and respond to the paper/online survey. The results of the survey will be shared with the Citizen's Task Force and the Board in May. President Brunk noted

the Board is purposely over-communicating in order to be as transparent as possible with the community and he appreciates all the feedback and views. Dr. Lubelfeld briefly reviewed the slide presentation that he has been sharing at the community meetings. He encouraged anyone that did not receive a mailing or come to the information meetings to visit the [Long Range Plan Phase 2 page on the district](#) website and access the recordings of the meetings and copies of the mailers.

Public Comments

- Jenny Futterman, a parent, expressed concerns about the proposed increase in class sizes for Dual Language kindergarten next year. She feels it's a big ask of teachers.
- Cathy Curran, a parent, expressed concerns about the proposed increase in class sizes for Dual Language kindergarten and its effect on teacher and principal retention.
- Luis Gonzalez, a parent, expressed concerns about the proposed increase in class sizes for Dual Language kindergarten next year and feels like things have changed since 2018. He would like to see an action plan created for Dual Language.
- Diana Gran, a parent, feels the data presented may be confusing and would like to see data from the Dual Language preschool program shared as well.
- Jaret Fishman, a parent, expressed concerns about the proposed increase in class sizes for Dual Language kindergarten next year and asked the administration to reconsider the decision. He suggested that a full-time paraprofessional, not part-time, or even another certified teacher to help in the classroom would be more appropriate.
- Sakhu Kalra, a parent, expressed concerns about the proposed increase in class sizes for Dual Language kindergarten next year and asked the administration to reconsider. She feels additional resources are needed and retention of teachers is an issue.
- Jennifer Boiles, a parent, expressed concerns about the proposed increase in class sizes for Dual Language kindergarten next year. She doesn't understand how this will set up students for success, especially in light of the academic data that was presented.
- Sarah Miller, a parent, expressed concerns about the proposed increase in class sizes for Dual Language kindergarten next year and encouraged the Board to engage with Dual Language teachers to get their input on what supports are needed for success.

Board/Superintendent Other

Dr. Lubelfeld recently attended the Superintendent's Strategy Summit hosted by DM Group in New York. He shared his takeaways from the Summit. The focus was on how the chaos of the pandemic is resulting in a season of transformation for schools nationwide. Gaps in essential learning widen with significant impacts on equity. Data has shown significant declines across the county, especially for minority groups since the pandemic began. It's essential that we do everything we can to get students performing at grade level. At the summit, Dr. Lubelfeld heard firsthand from leaders of the Los Angeles School District who are using DM Breakthrough Teams for a number of initiatives and they are seeing tremendous success. He is proud that District 112 is also using DM Breakthrough Teams to address achievement gaps in Dual Language and he thanked the Board, the Teaching and Learning Department, and the Oak Terrace and Red Oak Breakthrough teams for leading the charge.

Adjournment

There being no further business, President Brunk asked for a motion to adjourn the Committee of the Whole meeting. Mr. Jenks moved and Mr. Lasko seconded the motion to adjourn. The motion was approved by voice vote.

The meeting adjourned at 9:45 p.m.

Alexander Brunk, President

Melissa Itkin, Secretary

Date of Approval: April 19, 2022

Revised as of 4/19/22

Date: April 19, 2022

To: Dr. Michael Lubelfeld, Superintendent of Schools
Members of the Board of Education

From: Dr. Monica Schroeder, Deputy Superintendent

Subject: Personnel Recommendations

Policy Alignment: Policy 5:30 Hiring Process and Criteria

CERTIFIED PERSONNEL

<u>NAME</u>	<u>FTE</u>	<u>POSITION</u>	<u>SCHOOL</u>	<u>EFFECTIVE DATE</u>
Carly Killian	1.0	1st Grade Teacher	BR	8/15/22
Emily Jaksich	1.0	Speech & Lang. Pathologist	SW	8/15/22
Robert Hess	1.0	Special Education Resource Teacher	EW	5/16/22
Kendall Woods	1.0	1st Grade Teacher	WT	8/15/22
Sarah Huxhold	1.0	Instructional Coach	DW	8/15/22
Stephanie Just	1.0	Instructional Coach	DW	8/15/22
Rebecca Condon	1.0	Instructional Coach	DW	8/15/22
Mikela Angela Villanueva	1.0	Special Education Resource Teacher	SW	8/15/22

CERTIFIED STAFF UNPAID LEAVE REQUEST

<u>NAME</u>	<u>FTE</u>	<u>POSITION</u>	<u>SCHOOL</u>	<u>EFFECTIVE DATE</u>
Jennifer Pomagier	1.0	ESL Teacher	NW	3/29/22-6/2/22

CLASIFIED STAFF UNPAID LEAVE REQUEST

<u>NAME</u>	<u>FTE</u>	<u>POSITION</u>	<u>SCHOOL</u>	<u>EFFECTIVE DATE</u>
Vicki Fine	1.0	IL Paraprofessional	EW	4/1/22-6/2/22

CERTIFIED PERSONNEL RESIGNATION

<u>NAME</u>	<u>FTE</u>	<u>POSITION</u>	<u>SCHOOL</u>	<u>EFFECTIVE DATE</u>
Roxanne Renteria	1.0	3rd Grade DL Teacher	OT	6/2/22
Karen Mannerino	1.0	School Psychologist	RO/SW	6/2/22

CLASSIFIED PERSONNEL TRANSFER

<u>NAME</u>	<u>OLD POSITION</u>	<u>OLD FTE</u>	<u>OLD BLDG.</u>	<u>NEW POSITION</u>	<u>NEW FTE</u>	<u>NEW BLDG.</u>	<u>EFEEC. DATE</u>
Matthew Prins	Tech Specialist	1.0	DO	Computer Technician	1.0	DO	4/20/22

TITLE I SUMMER SCHOOL LEAD

<u>Name</u>
Enrique Castro

ESY SUMMER SCHOOL LEAD

<u>Name</u>
Niki Scofield

EXTRA DUTY STIPENDS

Attached is a list of Spring Extra Duty Stipend Assignments

Recommendation:
Roll call vote to approve the Personnel Report, as presented.

	<i>School</i>	<i>Activity</i>	<i>Coach/Sponsor</i>		<i>Category</i>
CANCELED STIPENDS					
	Braeside	Hip Hop Club	Ashley	Bakal	F
	Braeside	Girls on the Run	Jill	Baranowski	F
	Braeside	Girls on the Run	Rachel	Joseph	F
	Edgewood	Track and Field (Spring)	Josh	Rusch	D
	Red Oak	Tech Board/Student Support	Sarah	DeMarco	E
	Red Oak	Tech Board/Student Support	Larry	Goltz	E
	Red Oak	Musical Director	Sarah	Larson	D
CHANGE: CATEGORY/BASE STIPEND					
Decreased Level	Edgewood	Chorus	Christine	Frega	E
CHANGE: PRO-RATED/SPLIT STIPENDS					
Pro-Rate	Edgewood	10th Hour	Ashley	Catizone	C
Pro-Rate	Green Bay	Art Club	Erika	Moran	F
Pro-Rate	Northwood	Game Club	Grant	Allen	E
Pro-Rate	Northwood	Environmental Club	Nicole	Bingham	F
Pro-Rate	Northwood	SLT - 6.	Jenny	Pomagier	A
Pro-Rate	Wayne Thomas	Reading Club	Dorene	Johnson	C
Pro-Rate	Wayne Thomas	Reading Club	Becky	Purse	C
Pro-Rate	Wayne Thomas	Student Council	Hollie	Williams	F
NEW STIPENDS					
New	Edgewood	Spring Musical Choreographer	Samara	Harand	D
New	Edgewood	EdgewoodMusical Set Design/Stage Mgr	Wendy	Hoffhines	E
New	Edgewood	Spring Musical Stage Crew	Wendy	Hoffhines	D
New	Edgewood	10th Hour	Eamon	Kelly	C
New	Edgewood	Debate	Anne	Murrow	D
New	Edgewood	Transitions 5/6	Suzanne	Ott	F
New	Edgewood	Track and Field (Spring)	Natasha	Wadhwa	D
New	Edgewood	Boys Volleyball 7 (Spring)	John	Whitehead	C
New	Edgewood	Boys Volleyball 8 (Spring)	John	Whitehead	C
New	Green Bay	Art Club- Split	Nadia	DeHaro Vega	F
New	Green Bay	Tinkering Lab	Mirela	Vesa	F
New	Indian Trail	Tiger Stripes	Matt	Brauer	F

New	Indian Trail	Story Stretchers	Courtney	Erickson	F
New	Indian Trail	Passport/STEAM Club	Karen	Grost	F
New	Indian Trail	Robot Revolution	Karen	Grost	F
New	Indian Trail	Robot Revolution	Karen	Grost	F
New	Indian Trail	Book Match	Karen	Grost	F
New	Indian Trail	Game Club	Mari	Lagone	F
New	Indian Trail	Sculptures	Sonmi	Lee	F
New	Indian Trail	Tiger Stripes	Alicia	Luthardt	F
New	Indian Trail	Pinterest	Alicia	Luthardt	F
New	Indian Trail	Book Match	Lauren	Polakoff	F
New	Indian Trail	Story Stretchers	Kathryn	Polyack	F
New	Indian Trail	Story Stretchers	Kathryn	Polyack	F
New	Indian Trail	Dance Team	Maddie	Ringo	F
New	Indian Trail	Robot Revolution	Todd	Rosenfeldt	F
New	Indian Trail	Dance Team	Tiffany	Stancin	F
New	Northwood	SLT - 6. -Split	Kristin	Cochrane	A
New	Northwood	SLT - 6 -Split	Todd	Middendorf	A
New	Wayne Thomas	Reading Club -Split	Jamie	Bitton	F
New	Wayne Thomas	Reading Club.-Split	Kendall	Dickman	E
New	Wayne Thomas	Reading Club -Split	Rose	Ferolo	E
New	Wayne Thomas	Reading Club - Split	Katherine	Rogers	E
New	Wayne Thomas	Student Council Split	Madeline	Sprowls	F
New	Northwood	Title I	Maria	Moreno	F
New	Red Oak	Title I	Miriam	Garcia	F
New	Red Oak	Title I	Nancy	Martinez	F
New	Red Oak	Title I	Patricia	Heinzen	E
New	Oak Terrace	Title I -LOCAL	Kim	Smith	D
New	Oak Terrace	Title I -LOCAL	Mayra	Tristan	E
New	Oak Terrace	Title I -LOCAL	Chelo	Perkins	E
New	Oak Terrace	Title I -LOCAL	Greg	Ward	E
New	Oak Terrace	Title I	Lisa	Peterson	E
New	Oak Terrace	Title I	Denise	Oswald	E
New	Oak Terrace	Title I	Claudia	Sink	E
New	Oak Terrace	Title I	Leanne	Berzanski	E
New	Oak Terrace	Title I	Angie	Clement	E
New	Oak Terrace	Title I	Patricia	Castro	E

New	Oak Terrace	Title I	Nora	Burton	E
New	Oak Terrace	Title I	Sylvie	Kocjan	E
New	Oak Terrace	Title I	Nora	Burton	E
New	Oak Terrace	Title III	Mayra	Tristan	E
New	Oak Terrace	Title III	Chelo	Perkins	E
New	Green Bay	Title III	Carmen	Acosta	D

New	Northwood	Title I	Maria	Moreno	F
New	Red Oak	Title I	Miriam	Garcia	F
New	Red Oak	Title I	Nancy	Martinez	F
New	Red Oak	Title I	Patricia	Heinzen	E
New	Oak Terrace	Title I -LOCAL	Kim	Smith	D
New	Oak Terrace	Title I -LOCAL	Mayra	Tristan	E
New	Oak Terrace	Title I -LOCAL	Chelo	Perkins	E
New	Oak Terrace	Title I -LOCAL	Greg	Ward	E
New	Oak Terrace	Title I	Lisa	Peterson	E
New	Oak Terrace	Title I	Denise	Oswald	E
New	Oak Terrace	Title I	Claudia	Sink	E
New	Oak Terrace	Title I	Leanne	Berzanski	E
New	Oak Terrace	Title I	Angie	Clement	E
New	Oak Terrace	Title I	Patricia	Castro	E
New	Oak Terrace	Title I	Nora	Burton	E
New	Oak Terrace	Title I	Sylvie	Kocjan	E
New	Oak Terrace	Title I	Nora	Burton	E
New	Oak Terrace	Title III	Mayra	Tristan	E
New	Oak Terrace	Title III	Chelo	Perkins	E
New	Green Bay	Title III	Carmen	Acosta	D

Board of Education
North Shore School District 112
Highland Park, Illinois

April 19, 2022

To the Board of Education:

We present for your approval for payment the following vendor disbursements:

EDUCATION FUND:	\$ 913,031.91
FOOD SERVICE:	\$ 74,033.11
OPERATIONS & MAINTENANCE:	\$ 630,683.88
DEBT SERVICE (BOND :	\$ 475.00
TRANSPORTATION FUND:	\$ 82,308.14
EDGEWOOD CONSTRUCTION ACCOUNT:	\$ 1,790,342.15
ACTIVITY FUND:	\$ 19,597.43
TOTAL	\$ 3,510,471.62

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
1012862	8X8 INC	04/19/2022	3360463	EDGEWOOD CONSTRUCTION, TELEPHONE SYSTEM	5552200185	1,354.86	13,225.59
62E200	2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		1,354.86	
			3366775	TELEPHONE SYSTEM REFRESH	5552200011	11,870.73	
10E200	2220 3000 42 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		11,870.73	
1012863	Vendor Continued Void	04/19/2022					0.00
1012864	AAA LOCK & KEY***	04/19/2022	582349	AAA LOCK AND KEY BPO	2502200026	72.00	2,979.90
20E200	2540 3210 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		72.00	
			582352	AAA LOCK AND KEY BPO	2502200026	328.00	
20E200	2540 3210 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		328.00	
			582353	AAA LOCK AND KEY BPO	2502200026	110.00	
20E200	2540 3210 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		110.00	
			582356	AAA LOCK AND KEY BPO	2502200026	998.40	
20E200	2540 3210 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		998.40	
			582361	AAA LOCK AND KEY BPO	2502200026	743.50	
20E200	2540 3210 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		743.50	
			582363	AAA LOCK AND KEY BPO	2502200026	124.00	
20E200	2540 3210 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		124.00	
			582367	AAA LOCK AND KEY BPO	2502200026	454.00	
20E200	2540 3210 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		454.00	
			582372	AAA LOCK AND KEY BPO	2502200026	150.00	
20E200	2540 3210 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		150.00	
1012865	ABDO BOOKS	04/19/2022	245718	2021-2022 - SUPPLIES AND MATERIALS - LIBRARY	2102200163	20.95	20.95
10E200	2210 4000 60 421000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		20.95	
1012866	ABM BUILDING VALUE	04/19/2022	1135038	CUSTODIAL SERVICES FOR THE	2202200869	135,394.90	151,366.55

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				MONTH OF APRIL 2022; INVOICE NUMBER 1135038; OK TO PAY			
20E200	2540 3000 41 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		135,394.90	
			1135221	DAY PORTER SERVICES FOR MARCH 2022; WORK ORDER #99205217; DETAIL CLEANING; IVOICE NUMBER 1135221; OK TO PAY	2202200842	15,971.65	
20E200	2540 3000 41 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		15,971.65	
1012867	ACCESS ONE	04/19/2022	5293103	TELECOMMUNICATIONS, SERVER ,DATA COLLECTION TO ALL THE SCHOOLS: BRAE,GB,LINC,NW,EW /EP,RO,IT,RAV,SHER ,WT SS FROM 3/1/22 TO 3/31/22 OK TO PAY DUE DATE: 3/25/22	2202200830	1,701.07	1,701.07
20E200	2540 3261 42 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		188.18	
20E070	2540 3263 42 000000			OPERATIONS & MAINTENANCE FUND/OAK TERRACE/OPER. & MAINT		262.33	
20E010	2540 3263 42 000000			OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./P		85.14	
20E090	2540 3263 42 000000			OPERATIONS & MAINTENANCE FUND/RED OAK/OPER. & MAINT./PH		151.71	
20E080	2540 3263 42 000000			OPERATIONS & MAINTENANCE FUND/RAVINIA/OPER. & MAINT./PH		85.14	
20E020	2540 3263 42 000000			OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./P		151.71	
20E110	2540 3263 42 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		218.25	
20E060	2540 3263 42 000000			OPERATIONS & MAINTENANCE FUND/NORTHWOOD/OPER. & MAINT./		151.71	
20E030	2540 3263 42 000000			OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./		151.71	
20E040	2540 3263 42 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		85.14	
20E050	2540 3263 42 000000			OPERATIONS & MAINTENANCE FUND/LINCOLN/OPER. & MAINT./PH		84.91	
20E100	2540 3263 42 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./P		85.14	
1012868	ACS/SUSICO CO	04/19/2022	0054147	QUOTE TRACKING NUMBER 31322-11; ORDERED THE FOLLOWING NAMEPLATES FOR TECHNOLOGY SERVICES; DUPREE BARBATO; CHERIE GREENWOOD; EVELYN JASSO; MARIA OSORNIO; MATTHEW	2202200844	210.00	210.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E200	2540 4000 65 000000			PRINS AT GREEN BAY OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		210.00	
1012869	AMALGAMATED BANK OF CHICAGO	04/19/2022	1856962000	BOND REGISTRAR AND PAYING AGENT FOR PERIOD 3/1/2022 THROUGH 2/28/2023 OKAY TO PAY	2502200311	475.00	475.00
30E200	5900 3000 00 000000			DEBT SERVICE (Bond & Interest)/DISTRICT WIDE/BONDS-FEES		475.00	
1012870	Vendor Continued Void	04/19/2022					0.00
1012871	Vendor Continued Void	04/19/2022					0.00
1012872	Vendor Continued Void	04/19/2022					0.00
1012873	Vendor Continued Void	04/19/2022					0.00
1012874	Vendor Continued Void	04/19/2022					0.00
1012875	Vendor Continued Void	04/19/2022					0.00
1012876	Vendor Continued Void	04/19/2022					0.00
1012877	Vendor Continued Void	04/19/2022					0.00
1012878	Vendor Continued Void	04/19/2022					0.00
1012879	Vendor Continued Void	04/19/2022					0.00
1012880	Vendor Continued Void	04/19/2022					0.00
1012881	Vendor Continued Void	04/19/2022					0.00
1012882	Vendor Continued Void	04/19/2022					0.00
1012883	Vendor Continued Void	04/19/2022					0.00
1012884	Vendor Continued Void	04/19/2022					0.00
1012885	Vendor Continued Void	04/19/2022					0.00
1012886	Vendor Continued Void	04/19/2022					0.00
1012887	Vendor Continued Void	04/19/2022					0.00
1012888	Vendor Continued Void	04/19/2022					0.00
1012889	Vendor Continued Void	04/19/2022					0.00
1012890	Vendor Continued Void	04/19/2022					0.00
1012891	AMAZON	04/19/2022	11G9-X3LQ-QHN6	2021-2022 - SUPPLIES AND MATERIALS - PD	2102200257	35.95	14,707.17
10E200	2210 4000 35 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		35.95	
			133K-XLKW-6GHM	ART MATERIALS NEEDED TO TEST THE KILN FOR GROBAREK/BG/NW	602200196	14.99	
10E060	1100 4000 52 000000			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		14.99	
			13C6-97WM-JQF4	GENERAL SUPPLIES FOR TEACHERS	802200040	265.50	
10E080	1100 4000 50 000000			EDUCATION FUND/RAVINIA/REGULAR PROGRAMS/SUPPLIES AND MA		265.50	
			13ML-DT93-7NN6	SUPPLIES	5552200222	122.97	
10E200	2220 4000 65 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT		99.99	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E200	2220 4000 31 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT		22.98	
			13ML-DT93-FYCC	AMAZON/STAFF SUPPLIES/WT	1102200086	125.44	
10E110	1100 4000 50 000000			EDUCATION FUND/WAYNE THOMAS/REGULAR PROGRAMS/SUPPLIES A		125.44	
			13TW-YDXL-RDW7	OFFICE SUPPLIES FOR THE OPERATIONS DEPARTMENT	2202200826	47.06	
20E200	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		47.06	
			13WX-TQMP-CQG4	EAR BUDS FOR TESTING SUPPLIES/EW	202200154	197.85	
10E020	1100 4000 50 000000			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M		197.85	
			1466-XFPW-TKG9	SUPPLIES FOR NURSE	802200041	14.85	
10E080	1100 4000 50 000000			EDUCATION FUND/RAVINIA/REGULAR PROGRAMS/SUPPLIES AND MA		14.85	
			146G-MW4R-FHK7	HEAVY DUTY TAPE NEEDED FOR MUSICAL STAGE CREW/CE/NW	602200181	24.86	
10E060	1100 4000 50 000000			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		24.86	
			146G-N7H7-6VML	CLASSROOM SUPPLY ORDER FOR MALL/JM/NW	602200171	42.49	
10E060	1100 4000 50 000000			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		42.49	
			14KD-JFPH-P4GF	Recess equipment/supplies	402200128	263.05	
10E040	1100 4000 50 000000			EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A		263.05	
			14KR-Y6DL-PRD9	CLASSROOM SUPPLY ORDER FOR BAARTMANS/LB/NW	602200165	58.17	
10E060	1100 4000 50 000000			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		58.17	
			14R4-DQMV-JW34	AMAZON/MOMC BOOKS/WT	1102200085	96.02	
10E110	1100 4000 50 000000			EDUCATION FUND/WAYNE THOMAS/REGULAR PROGRAMS/SUPPLIES A		0.00	
99L000	9105 0000 00 000000			WAYNE THOMAS MISCELLANEOUS/NS		96.02	
			14W3-TJ3X-PCTR	SCIENCE MATERIALS NEEDED FOR EARTHQUAKE LESSONS/TM/NW	602200167	45.36	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E060	1100 4000 57 000000			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		45.36	
			14XY-PMTJ-G47W	2021-2022 - SUPPLIES AND MATERIALS - PD	2102200255	246.10	
10E200	2210 4000 35 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		246.10	
			16VL-TRJR-J7YL	OFFICE SUPPLIES	2502200293	44.73	
10E200	2520 4000 50 000000			EDUCATION FUND/DISTRICT WIDE/FISCAL SERVICES/SUPPLIES A		44.73	
			1773-3TGF-DHQB	SUPPLIES/OT	702200116	47.96	
10E070	1100 4000 50 000000			EDUCATION FUND/OAK TERRACE/REGULAR PROGRAMS/SUPPLIES AN		47.96	
			17HG-GR77-HP7T	Library author visit books	402200126	309.80	
10E040	1100 4000 63 000000			EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A		309.80	
			17HG-GR77-R3LX	BOOKS NEEDED FOR THE SPECIAL ED DEPARTMENT/MR/NW	602200168	127.35	
10E060	1100 4000 50 000000			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		127.35	
			17J6-6VY9-YQ1W	GENERAL STAFF SUPPLIES/EW	202200155	337.27	
10E020	1100 4000 50 000000			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M		337.27	
			193K-D49F-6GJC	INSTRUCTIONAL CLASSROOM SUPPLIES	902200075	96.96	
10E090	1100 4000 50 000000			EDUCATION FUND/RED OAK/REGULAR PROGRAMS/SUPPLIES AND MA		96.96	
			19KJ-M33M-P16R	SCHOOL SUPPLIES	902200062	17.98	
10E090	1100 4000 50 000000			EDUCATION FUND/RED OAK/REGULAR PROGRAMS/SUPPLIES AND MA		17.98	
			19KY-7LJJ-66CP	GENERAL SUPPLIES FOR TEACHERS	802200040	17.99	
10E080	1100 4000 50 000000			EDUCATION FUND/RAVINIA/REGULAR PROGRAMS/SUPPLIES AND MA		17.99	
			1C7C-3VHF-R9TQ	SUPPLIES, OTHER	5552200227	83.99	
10E200	2220 4000 65 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT		83.99	
			1CX9-NH6C-RLVP	SCIENCE SUPPLY NEEDED DURING LABS/IF/NW	602200166	24.84	
10E060	1100 4000 57 000000			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		24.84	
			1CX9-NH6C-TCD1	part 2 - Happiness Order	402200124	105.97	
10E040	1100 4000 50 000000			EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A		105.97	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E040	1100 4000 50 000000		1D4Q-FQJW-GD6G	School supplies	402200131	229.53	
			EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A			229.53	
10E020	1100 4000 50 000000		1DDP-PPKK-HNGP	GENERAL SUPPLIES/EW	202200156	53.69	
			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M			53.69	
10E060	1100 4000 50 000000		1DDP-PPKK-TN3L	COSTUME PIECES NEEDED FOR MUSICAL PRODUCTION/KD/NW	602200199	129.89	
			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND			129.89	
10E060	1100 4000 50 000000		1DKY-FWLC-9P3N	MUSICAL PROPS FOR SHREK THE MUSICAL CAST/KD/NW	602200195	6.76	
			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND			6.76	
10E200	2210 4000 35 000000		1DLX-FTX3-HQF4	2021-2022 - SUPPLIES AND MATERIALS - PD	2102200254	177.56	
			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			177.56	
10E060	1100 4000 50 000000		1DMJ-44YH-64K3	SUPPLY NEEDED FOR IAR TESTING AFTER SPRING BREAK/JS/NW	602200183	239.91	
			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND			239.91	
10E060	1100 4000 50 000000		1DMJ-44YH-W1YP	MUSICAL PROP NEEDED FOR SHREK THE MUSICAL/KD/NW	602200197	19.09	
			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND			19.09	
10E200	2210 4000 56 000000		1DY9-RMXR-HD9C	2021-2022 - SUPPLIES ANA MATERIALS - STEM	2102200252	47.36	
			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			47.36	
10E080	1100 4000 50 000000		1F9G-CKTM-YFP1	SUPPLIES FOR NURSE AND ART TEACHER	802200043	77.76	
			EDUCATION FUND/RAVINIA/REGULAR PROGRAMS/SUPPLIES AND MA			77.76	
10E060	1100 4000 50 000000		1FVY-6XW9-7TGY	CLASSROOM SUPPLY ORDER FOR CUNNINGHAM/CC/NW	602200157	69.14	
			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND			69.14	
			1G3K-MVRM-D77T	MORE PROPS NEEDED	602200174	89.84	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E060	1100 4000 50 000000			FOR MUSICAL/HG/NW EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		89.84	
			1G6G-NG3H-1TH9	CARTRIDGE NEEDED FOR SUSANA RABIN (TRANSPORTATTION) FOR HER PRINTER OK TO PAY	2202200852	52.98	
20E200	2540 4000 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		52.98	
			1G77-MHDT-JC9L	CAPITAL OUTLAY NEW EQUIPMENT/GLENN	2602200016	57.08	
10E200	2630 4000 50 000000			EDUCATION FUND/DISTRICT WIDE/INFORMATION SERVICES/SUPPL		57.08	
			1G97-DQ7D-P7C4	CLASSROOM ORDER FOR MALL/JM/NW	602200182	15.98	
10E060	1100 4000 50 000000			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		15.98	
			1GHD-VWLH-6TXJ	GENERAL CLASSROOM SUPPLIES/EW	202200157	33.55	
10E020	1100 4000 50 000000			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M		33.55	
			1GHP-XRW9-14DV	2021-2022 - SUPPLIES AND MATERIALS - PD	2102200282	62.88	
10E200	2210 4000 35 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		62.88	
			1H13-LPWW-DWWV	SCHOOL SUPPLY ORDER FOR SCHWARZ/ES/NW	602200205	57.94	
10E060	1100 4000 50 000000			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		57.94	
			1HLV-NWMF-G6J6	SCHOOL SUPPLIES	902200080	407.32	
10E090	1100 4000 50 000000			EDUCATION FUND/RED OAK/REGULAR PROGRAMS/SUPPLIES AND MA		407.32	
			1HLV-NWMF-LYXY	Nurse Supplies	402200137	53.84	
10E040	1100 4000 50 000000			EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A		53.84	
			1HMX-FQ3R-YKG3	AMERICAN FLAG FOR INDIAN TRAIL	2202200825	36.95	
20E040	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		36.95	
			1HX4-PH7X-QVHJ	SUPPLIES/OT	702200117	133.18	
10E070	1100 4000 50 000000			EDUCATION FUND/OAK TERRACE/REGULAR PROGRAMS/SUPPLIES AN		133.18	
			1JFT-QJ64-FRGP	ORDER OF PROPS NEEDED FOR THE MUSICAL PERFORMANCE/NC/NW	602200172	611.81	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E060	1100 4000 50 000000			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		611.81	
			1JJQ-DFXR-3W1H	SUPPLIES AND MATERIALS - SCIENCE	2102200266	21.48	
10E200	2210 4000 57 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		21.48	
			1JJQ-DFXR-6QQY	COSTUME PIECES NEEDED FOR MUSICAL PRODUCTION/KD/NW	602200199	15.99	
10E060	1100 4000 50 000000			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		15.99	
			1JMX-VP1Y-7K61	GENERAL STUDENT AND STAFF SUPPLIES/EW	202200159	731.87	
10E020	1100 4000 50 000000			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M		731.87	
			1JMX-VP1Y-HMT3	GENERAL SUPPLIES FOR STAFF/EW	202200158	197.85	
10E020	1100 4000 50 000000			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M		197.85	
			1KHD-6RWT-HC3N	(2) PAIR OF CARHARTT WORK PANTS FOR JAVIER ARRIAGA; THUMB DRIVES FOR THE OPERATIONS DEPARTMENT	2202200876	172.61	
20E200	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		172.61	
			1KHM-RFPJ-9L91	SCIENCE SUPPLIES/EW	202200115	64.70	
10E020	1100 4000 57 000000			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M		64.70	
			1KJJ-R7PL-KR1Q	ORDER OF PROPS NEEDED FOR THE MUSICAL PERFORMANCE/NC/NW	602200172	34.90	
10E060	1100 4000 50 000000			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		34.90	
			1LM6-YCP3-31P3	CLASSROOM SUPPLY ORDER FOR BENSON/LB/NW	602200201	61.09	
10E060	1100 4000 50 000000			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		61.09	
			1LQV-YVMT-MC1X	NEW HAND DRYER FOR NORTHWOOD IS NEED IT FOR BOYS BATHROOM ACROSS	2202200780	814.99	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E060	2540 4000 65 000000			THE AUDITORIUM OK TO PAY PER CHARLIE P OPERATIONS & MAINTENANCE FUND/NORTHWOOD/OPER. & MAINT./		814.99	
10E040	1100 4000 50 000000		1LTN-3CNN-W93W	Teacher Workroom Supplies	402200135	223.28	
10E060	1100 4000 50 000000		1LWN-FWH9-4K9G	IAR TESTING MATERIALS/WK/NW	602200170	18.86	
10E060	1100 4000 50 000000		1M9P-JT7T-F1H1	IAR TESTING MATERIALS/WK/NW	602200170	59.37	
10E060	1100 4000 50 000000		1M9P-JT7T-QMVR	CLASSROOM SUPPLY ORDER FOR BLANKS/SM/NW	602200177	58.67	
20E200	2540 4000 65 000000		1M9PJT7T-G3GY	SUPPLIES FOR PETER ROSLAN FROM GILBANE	2202200816	139.50	
20E200	2540 4000 50 000000		1MCC-WWHR-7R1F	OFFICE SUPPLY NEED IT FOR OPERATIONS DEPTO (Martin Yale MVMD12 MasterView Modular Desktop Stand with Note Dispenser, 12 Sleeves Display, Up to 24 Documents, Charcoal) OK PER CHARLIE P.	2202200712	101.17	
10E040	1100 4000 63 000000		1MG7-GJWD-Q94G	Classroom supplies	402200132	59.97	
10E120	1125 4000 50 000000		1MG7-GJWD-QQCL	GENERAL SUPPLIES	1202200061	383.92	
			1MG7-GJWD-T774	Classroom	402200134	186.70	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				Supplies			
10E040	1100 4000 50 000015		EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A			186.70	
			1MKW-NP6P-174D	SNACKS FOR THE TUTORING STUDENTS	902200078	119.94	
10E090	1100 4000 50 430000		EDUCATION FUND/RED OAK/REGULAR PROGRAMS/SUPPLIES AND MA			119.94	
			1MYJ-J3WG-D4PV	SUPERVISION SUPPLIES	902200059	65.18	
10E090	1100 4000 50 000000		EDUCATION FUND/RED OAK/REGULAR PROGRAMS/SUPPLIES AND MA			65.18	
			1N37-J4KF-VQPY	CLASSROOM SUPPLY ORDER FOR KOLZE/DK/NW	602200191	41.58	
10E060	1100 4000 50 000000		EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND			41.58	
			1N7F-MNJY-JHGX	GENERAL CLASSROOM SUPPLIES/EW	202200151	78.40	
10E020	1100 4000 50 000000		EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M			78.40	
			1NFW-3XYC-KKHC	SUPPLY PURCHASE FOR C. NORDSTROM	802200038	269.04	
10E080	1100 4000 50 000000		EDUCATION FUND/RAVINIA/REGULAR PROGRAMS/SUPPLIES AND MA			269.04	
			1NJ7-3XD1-66N3	BR/YARDSTICKS FOR CURRICULUM	102200088	87.03	
10E010	1100 4000 63 000000		EDUCATION FUND/BRAESIDE/REGULAR PROGRAMS/SUPPLIES AND M			87.03	
			1P7L-QCPW-HDKF	GENERAL SUPPLIES	1202200057	2,393.68	
10E120	1125 4000 50 000000		EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A			2,393.68	
			1PCH-YCGP-M4WQ	SUPPLIES FOR NURSE	802200041	58.36	
10E080	1100 4000 50 000000		EDUCATION FUND/RAVINIA/REGULAR PROGRAMS/SUPPLIES AND MA			58.36	
			1PJM-RPWN-19W9	EXTERIOR AMERICAN FLAG FOR RED OAK; ORDERED PER GREG RILEY	2202200850	73.90	
20E090	2540 4000 65 000000		OPERATIONS & MAINTENANCE FUND/RED OAK/OPER. & MAINT./SU			73.90	
			1PMG-YQRH-LR1C	GYM DEPARTMENTAL SUPPLIES/EW	202200146	138.06	
10E020	1100 4000 50 000000		EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M			138.06	
			1PPN-3D3P-4MCY	SUPPLIES	5552200236	53.15	
10E200	2220 4000 50 000000		EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT			8.99	
10E200	2220 4000 65 000000		EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT			44.16	
			1QGR-4HPN-16J7	CLASSROOM SUPPLY	602200200	37.04	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E060	1100 4000 50 000000			ORDER FOR KOLZE BECAUSE AMAZON RETURNED ITEMS/DK/NW EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		37.04	
10E040	1100 4000 50 000000		1QHW-CH9G-KW1Y	Teacher supplies EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A	402200117	282.22	282.22
10E200	1100 4000 50 192004		1QM9-J49J-QQ9H	AMAZON/MOMC/WT EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/SUPPLIES	1102200088	118.38	118.38
10E200	2210 4000 57 000000		1QPM-X39Q-FGFX	SUPPLIES AND MATERIALS - SCIENCE EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN	2102200266	131.48	131.48
20E200	2540 4000 50 000000		1R1H-RFYJ-9LWT	COLOR CARTRIDGE NEED IT FOR TRANSPORTATION DEPTO OK TO PAY OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI	2202200860	68.89	68.89
10E200	2210 4000 60 000000		1RWH-CD7P-976H	2021-2022 - SUPPLIES AND MATERIALS - ELA EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN	2102200270	79.94	79.94
10E060	1100 4000 50 000000		1T6G-4MXD-WYDF	ORDER OF PROPS NEEDED FOR THE MUSICAL PERFORMANCE/NC/NW EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND	602200172	15.98	15.98
10E200	2210 4000 56 000000		1V9L-DXPR-31RY	2021-2022 - SUPPLIES AND MATERIALS - STEM/CMA EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN	2102200274	53.98	53.98
10E070	1100 4000 50 000000		1VLK-KKXT-H6RV	OFFICE/OT EDUCATION FUND/OAK TERRACE/REGULAR PROGRAMS/SUPPLIES AN	702200121	55.69	55.69
10E060	1100 4000 50 000000		1VYP-QPQ6-7TNH	STAGE CREW NEEDS TAPE FOR STAGE DURING MUSICAL/CE/NW EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND	602200206	9.99	9.99
			1WCV-WV44-WFLP	2021-2022 EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND	2102200267	65.98	65.98

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E200	2210 4000 56 000000			SUPPLIES AND MATERIALS - STEM/CMA			
			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			65.98	
			1WNP-Q3GD-NFVD	2021-2022	2102200256	42.31	
				SUPPLIES AND MATERIALS - STEM/CMA			
10E200	2210 4000 56 000000		EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			42.31	
			1WV4-LW93-FY7X	ORDER FOR FIRST GRADE SUPPLIES	802200039	493.95	
10E080	1100 4000 50 000000		EDUCATION FUND/RAVINIA/REGULAR PROGRAMS/SUPPLIES AND MA			493.95	
			1X4V-Y17X-1H69	PROPS NEEDED FOR MUSICAL SHREK/NC/NW	602200173	9.98	
10E060	1100 4000 50 000000		EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND			9.98	
			1X66-MCXT-H6R4	2021-2022 - SUPPLIES AND MATERIALS - PD	2102200264	115.11	
10E200	2210 4000 35 000000		EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN			115.11	
			1X7X-TJND-F6M7	Bus signs	402200127	36.96	
10E040	1100 4000 50 000000		EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A			36.96	
			1XQF-M3CG-7FGR	EARBUDS NEEDED FOR F/R STUDENTS THROUGHOUT THE YEAR/AF/NW	602200203	97.99	
10E200	1100 4000 50 192006		EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/SUPPLIES			97.99	
			1Y67-9QDJ-JDVL	MORE PROPS NEEDED FOR MUSICAL/HG/NW	602200174	23.98	
10E060	1100 4000 50 000000		EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND			23.98	
			1YCX-PQRY-J9TD	OFFICE SUPPLIES FOR OPERATIONS : COFFE FILTERS, COFFE MATE POWDER AND CUPS/LIDS DATE: 1/26/22 OK TO PAY	2202200723	76.21	
20E200	2540 4000 50 000000		OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI			76.21	
			1YGP-VFMN-VHVX	BOOK SUPPLIES/EW	202200162	10.99	
10E020	1100 4000 50 000000		EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M			10.99	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			1YKQ-6TD1-Q3DM	CLASSROOM SUPPLY ORDER FOR MTHOMAS/MT/NW	602200161	40.70	
10E060	1100 4000 50 000000			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		40.70	
			1YL6-4FX4-1RYN	RE-ORDER AGAIN SINCE IT GOT BACK RIGHT AWAY AFTER FIRST DELIVERS ATTEMPED. WE GOT A REFUND FOR IT. OK TO PAY	2202200754	130.10	
20E200	2540 4000 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		130.10	
			1YVT-QMPY-N6D7	GENERAL SUPPLIES FOR STAFF USE/EW	202200139	504.54	
10E020	1100 4000 50 000000			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M		504.54	
1012892	AMERICAN BACKFLOW PREVENTION,	04/19/2022	3108	PROPOSAL SEP213810-C; REPLACE RPZ BACKFLOW PREVENTER @ INDIAN TRAIL	2202200375	5,900.00	5,900.00
20E040	2540 3208 31 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		5,900.00	
1012893	AMERICAN MESSAGING***	04/19/2022	U1124151WD	PAGING SERVICES FOR DISTRICT 112 SS FROM 4/1/22 TO 4/30/22 DUE DATE: 4/15/22 OK TO PAY	2202200872	232.30	232.30
20E200	2540 3261 42 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		232.30	
1012894	AMPLIFY	04/19/2022	INV-126807	2021-2022 - SUPPLIES AND MATERIALS - PD	2102200258	1,456.00	1,456.00
10E200	2210 4000 57 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		1,456.00	
1012895	ANDERSON LOCK	04/19/2022	1088188	(3) BALL BEARING HINGES (BB1173)FOR STEM LAB DOOR AT ELM PLACE ; INVOICE NUMBER 1088188; ORDERED BY STAN	2202200878	130.80	341.04
20E030	2540 3210 31 000000			OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./		130.80	
			1088190	ASSORTMENT OF WALL STOPS FOR STOCK; INVOICE	2202200877	210.24	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E200 2540 3210 31 000000				NUMBER 1088190; ORDERED BY STAN PAIC OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		210.24	
1012896	ANDY FRAIN SERVICES, INC.	04/19/2022	316190	CROSSING GUARD AND SUPERVISOR SERVICES FOR FEBRUARY 2022; INVOICE NUMBER 316190; OK TO PAY	2202200829	24,298.56	24,298.56
20E200 2540 3000 38 000000				OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		24,298.56	
1012897	Vendor Continued Void	04/19/2022					0.00
1012898	ANTHONY ROOFING, LTD.	04/19/2022	A69004882	EMERGENCY QUOTE; LEAK IN HALLWAY OUTSIDE THE NURSES OFFICE AT INDIAN TRAIL; TIME AND MATERIAL SHEET ATTACHED; PRICE MAY VARY ONCE THE WORK HAS BEEN COMPETED; PER TOM SPELLMAN	2202200804	608.31	2,440.12
20E040 2540 3209 31 000000				OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		608.31	
			S69004882	VERBAL QUOTE OFF THE TIME AND MATERIAL RATE SHEET; ROOF LEAK REPAIRS ABOVE ROOM 106 NURSES OFFICE AT INDIAN TRAIL; PRICE MAY VARY ONCE THE WORK HAS BEEN COMPLETED; REQUESTED BY TOM SPELLMAN	2202200788	608.31	
20E040 2540 3209 31 000000				OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		608.31	
			S69004952	EMERGENCY QUOTE; LEAKS IN ROOM 25 & 30 AT SHERWOOD; TIME AND MATERIAL RATE SHEET ATTACHED; PRICE MAY VARY ONCE THE WORK HAS BEEN	2202200803	1,223.50	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E100	2540 3209 31 000000			COMPLETED; PER TOM SPELLMAN OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./R		1,223.50	
1012899	APPLE, INC.	04/19/2022	AH29494799	EDGEWOOD AV, APPLETVs	5552200210	34,010.00	40,310.00
10E200	2220 4000 65 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT		34,010.00	
10E200	2220 5000 90 000000		AH330046011	CAPITAL OUTLAY, NEW EQUIPMENT, KINDER iPADS, FALL 2022	5552200232	6,300.00	
10E200	2220 5000 90 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C		6,300.00	
1012900	ASSURED HEALTHCARE STAFFING***	04/19/2022	INV-17799	HEALTH SERVICES PURCHASED SERVICES -- SUB NURSES	2122200309	313.50	541.50
10E200	2130 3000 19 000000			EDUCATION FUND/DISTRICT WIDE/HEALTH SERVICES/PURCHASED		313.50	
10E200	2130 3000 19 000000		INV-17831	HEALTH SERVICES PURCHASED SERVICES -- SUB NURSES	2122200309	228.00	
10E200	2130 3000 19 000000			EDUCATION FUND/DISTRICT WIDE/HEALTH SERVICES/PURCHASED		228.00	
1012901	AT&T	04/19/2022	224Z140109033162022	PURCH SERV, TELEPHONE, e911, OPEN PO FOR FY22	5552200022	114.81	114.81
10E200	2220 3000 42 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		114.81	
1012902	AT&T	04/19/2022	3260909608	REDUNDANT 5GBPS CIRCUIT AT NORTHWOOD	5552200231	3,596.85	3,596.85
10E200	2220 3261 42 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PHONE SECURITY/N		3,596.85	
1012903	AT&T MOBILITY	04/19/2022	28730649106X03032022	PURCHASED SERVICE - CELL PHONES - OPEN PO - FY22	5552200048	3,721.60	3,721.60
10E200	2220 3000 42 090000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		3,721.60	
1012904	B & F CONSTRUCTION CODE SERVIC	04/19/2022	15734	CLONED FROM PO 2202101282 - ISBE REQUIRED INSPECTION SERVICES/B&F CONSTRUCTION CODE SERVICES SHALL COMPLETE BUILDING, FIRE	2202200682	495.00	495.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
62E200	2540 5000 96 000000			CODE, MECHANICAL, ELECTRICAL, PLUMBING AND ENERGY INSPECTIONS FOR EDGEWOOD MIDDLE SCHOOL INTERIOR RENOVATIONS AND ADDITIONS/PROJECT #L112A21AX			
			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI			495.00	
1012905	Vendor Continued Void	04/19/2022					0.00
1012906	BAKER TILLY US, LLP	04/19/2022	BT1974369	FOR PROFESSIONAL SERVICES RENDERED IN CONNECTION (PROGRESS BILL) INV BT1974369 FOR PROFESSIONAL SERVICES RENDERED IN CONNECTION (FINAL BILL) INV BT2040873	2502200315	3,000.00	5,600.00
10E200	2310 3000 25 000000			EDUCATION FUND/DISTRICT WIDE/BOARD OF ED./PURCHASED SER		3,000.00	
			BT2040873	FOR PROFESSIONAL SERVICES RENDERED IN CONNECTION (PROGRESS BILL) INV BT1974369 FOR PROFESSIONAL SERVICES RENDERED IN CONNECTION (FINAL BILL) INV BT2040873	2502200315	2,600.00	
10E200	2310 3000 25 000000			EDUCATION FUND/DISTRICT WIDE/BOARD OF ED./PURCHASED SER		2,600.00	
1012907	Vendor Continued Void	04/19/2022					0.00
1012908	Vendor Continued Void	04/19/2022					0.00
1012909	BANNER PLUMBING SUPPLY CO, INC	04/19/2022	2813428	BANNER PLUMBING BPO	2502200027	205.25	13,979.82
20E200	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		205.25	
			2813780	BANNER PLUMBING BPO	2502200027	135.68	
20E200	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		135.68	
			2815959	BANNER PLUMBING BPO	2502200027	233.92	
20E200	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		233.92	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			2816087	BANNER PLUMBING BPO	2502200027	4,709.99	
20E200	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		4,709.99	
			2816110	BANNER PLUMBING BPO	2502200027	332.39	
20E200	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		332.39	
			2817787	BANNER PLUMBING BPO	2502200027	1,786.00	
20E200	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		1,786.00	
			2817929	BANNER PLUMBING BPO	2502200027	1,837.33	
20E200	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		1,837.33	
			2818111	BANNER PLUMBING BPO	2502200027	696.96	
20E200	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		696.96	
			2818127	BANNER PLUMBING BPO	2502200027	866.99	
20E200	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		866.99	
			2818879	BANNER PLUMBING BPO	2502200027	324.45	
20E200	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		324.45	
			2818917	BANNER PLUMBING BPO	2502200027	1,113.99	
20E200	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		1,113.99	
			2818939	BANNER PLUMBING BPO	2502200027	182.60	
20E200	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		182.60	
			2820981	BANNER PLUMBING BPO	2502200027	610.24	
20E200	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		610.24	
			2822843	BANNER PLUMBING BPO	2502200027	771.23	
20E200	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		771.23	
			2823639	BANNER PLUMBING BPO	2502200027	172.80	
20E200	2540 4208 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		172.80	
1012910	BEHAVIORAL PERSPECTIVE INC	04/19/2022	4628068	PURCHASED SERVICES	2122200312	1,000.00	1,000.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E200 1200 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/SPECIAL ED./PURCHASED SERV		1,000.00	
1012911	Vendor Continued Void	04/19/2022					0.00
1012912	THE BOOK STALL	04/19/2022	20402078	2021-2022 - SUPPLIES AND MATERIALS - LIBRARY - ESSER	2102200278	724.95	1,585.01
10E200 2210 4000 60 421000				EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		724.95	
			403653	2021-2022 - SUPPLIES AND MATERIALS - LIBRARY	2102200277	151.92	
10E200 2210 4000 60 421000				EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		151.92	
			403668	2021-2022 SUPPLIES AND MATERIALS - LIBRARY	2102200261	115.13	
10E200 2210 4000 60 000000				EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		115.13	
			403776	2021-2022 - SUPPLIES AND MATERIALS - LIBRARY - ESSER	2102200272	76.75	
10E200 2210 4000 60 421000				EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		76.75	
			404406	2021-2022 - SUPPLIES AND MATERIALS - LIBRARY - ESSER	2102200272	59.97	
10E200 2210 4000 60 421000				EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		59.97	
			404656	2021-2022 - SUPPLIES AND MATERIALS - LIBRARY - ESSER	2102200272	204.54	
10E200 2210 4000 60 421000				EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		204.54	
			405906	2021-2022 - SUPPLIES AND MATERIALS - LIBRARY - ESSER	2102200272	31.17	
10E200 2210 4000 60 421000				EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		31.17	
			406153	LIBRARY/OT	702200123	220.58	
10E070 1100 4000 63 000000				EDUCATION FUND/OAK TERRACE/REGULAR PROGRAMS/SUPPLIES AN		220.58	
1012913	DWENDELYN BROWNLEE	04/19/2022	03092022	PAYMENT DUE TO STORIES FROM	602200188	250.00	250.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E200 1100 3000 38 192004				AFRICA FOR PERFORMANCE AT ROOTS FEST ON MARCH 17, 2022 VIA OPPORTUNITY GRANT/AC/NW EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		250.00	
1012914	VOYAGER SOPRIS LEARNING	04/19/2022	4427889	2021-2022= PURCHASED SERVICES - PD	210220093	1,800.00	1,800.00
10E200 2210 3000 35 000000				EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S		1,800.00	
1012915	Vendor Continued Void	04/19/2022					0.00
1012916	Vendor Continued Void	04/19/2022					0.00
1012917	Vendor Continued Void	04/19/2022					0.00
1012918	Vendor Continued Void	04/19/2022					0.00
1012919	CANDOR HEALTH EDUCATION	04/19/2022	2022348	PURCHASED SERVICES - PUBERTY 1 COED PRESENTATION - SPRING 2022	2122200305	440.00	3,544.00
10E200 1200 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/SPECIAL ED./PURCHASED SERV		440.00	
			2022350	2021-2022 - PURCHASED SERVICES - MISC.	2102200260	484.00	
10E200 2210 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S		484.00	
			2022565	PUBERTY I COED PRESENTATION - SHERWOOD SCHOOL - MAY 6, 2022 \$726.00 - INVOICE 2022568 PUBERTY I COED PRESENTATION - OAK TERRACE SCHOOL - APRIL 1, 2022 - \$860.00 - INVOICE 2022566 PUBERTY 1 COED PRESENTATION - RED OAK SCHOOL - MAY 9, 2022 - \$528.00 - INVOICE 2022567 PUBERTY 1 COED PRESENTATION - RAVINIA SCHOOL - MAY 17, 2022 - \$506.00 - INVOICE	2122200292	506.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E200	2210 3000 38 000000			- 2022565			
			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S			506.00	
			2022566	PUBERTY I COED	2122200292	860.00	
				PRESENTATION - SHERWOOD SCHOOL - MAY 6, 2022 \$726.00 - INVOICE 2022568 PUBERTY I COED PRESENTATION - OAK TERRACE SCHOOL - APRIL 1, 2022 - \$860.00 - INVOICE 2022566 PUBERTY 1 COED PRESENTATION - RED OAK SCHOOL - MAY 9, 2022 - \$528.00 - INVOICE 2022567 PUBERTY 1 COED PRESENTATION - RAVINIA SCHOOL - MAY 17, 2022 - \$506.00 - INVOICE - 2022565			
10E200	2210 3000 38 000000		EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S			860.00	
			2022567	PUBERTY I COED	2122200292	528.00	
				PRESENTATION - SHERWOOD SCHOOL - MAY 6, 2022 \$726.00 - INVOICE 2022568 PUBERTY I COED PRESENTATION - OAK TERRACE SCHOOL - APRIL 1, 2022 - \$860.00 - INVOICE 2022566 PUBERTY 1 COED PRESENTATION - RED OAK SCHOOL - MAY 9, 2022 - \$528.00 - INVOICE 2022567 PUBERTY 1 COED PRESENTATION - RAVINIA SCHOOL - MAY 17, 2022 - \$506.00 - INVOICE - 2022565			
10E200	2210 3000 38 000000		EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S			528.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			2022568	PUBERTY I COED PRESENTATION - SHERWOOD SCHOOL - MAY 6, 2022 \$726.00 - INVOICE 2022568 PUBERTY I COED PRESENTATION - OAK TERRACE SCHOOL - APRIL 1, 2022 - \$860.00 - INVOICE 2022566 PUBERTY 1 COED PRESENTATION - RED OAK SCHOOL - MAY 9, 2022 - \$528.00 - INVOICE 2022567 PUBERTY 1 COED PRESENTATION - RAVINIA SCHOOL - MAY 17, 2022 - \$506.00 - INVOICE - 2022565	2122200292	726.00	
10E200	2210 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S		726.00	
1012920	LISBETH JASMIN CARDENAS	04/19/2022	03092022	PAYMENT DUE TO STORIES FROM COLUMBIA FOR ROOTS FEST/AC/NW	602200192	250.00	250.00
10E200	1100 3000 38 192004			EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		250.00	
1012921	CENGAGE LEARNING INC/GALE	04/19/2022	77488808	SOFTWARE/SITE LICENSE	5552200246	9,063.52	9,063.52
10E200	2220 3000 80 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		9,063.52	
1012922	CENTER FOR PSYCHOLOGICAL SERVI	04/19/2022	00001935	PSYCHO-EDUCATIONAL ASSESSMENT	2122200294	5,250.00	7,000.00
10E200	2140 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/PSYCHOLOGIST/PURCHASED SER		5,250.00	
			00001951	BILINGUAL PSYCH TESTING	2122200297	1,750.00	
10E200	2140 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/PSYCHOLOGIST/PURCHASED SER		1,750.00	
1012923	CHICAGO HUMAN RHYTHM PROJECT	04/19/2022	03092022	PAYMENT DUE TO CHICAGO HUMAN RHYTHM PROJECT FOR PERFORMANCE AT ROOTS FEST ON MARCH 17, 2022 VIA OPPORTUNITY GRANT/AC/NW	602200187	400.00	400.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E200	1100 3000 38 192004			EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		400.00	
1012924	CHICAGO KOREAN DANCE COMPANY	04/19/2022	317202201	PAYMENT DUE TO CHICAGO KOREAN DANCE COMPANY FOR PERFORMANCE AT ROOTS FEST ON MARCH 17, 2022 VIA OPPORTUNITY GRANT/AC/NW	602200186	600.00	600.00
10E200	1100 3000 38 192004			EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		600.00	
1012925	CITY OF HIGHLAND PARK	04/19/2022	00133604042022	WATER BILL FOR ELM PLACE SS FROM 1/1/22 TO 3/31/22 OK TO PAY	2202200874	1,439.29	7,337.35
20E030	2540 3000 44 000000			OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./		1,439.29	
			00317904042022	WATER BILL FOR: RABRAE, IT, EW, LAND1 , LINC, GB, (RAV-EW2 0 BALANCE) SS FROM 1/1/22 TO 3/31/22 DUE DATE: 5/4/22 OK TO PAY	2202200870	5,898.06	
20E200	2540 3000 44 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		181.58	
20E010	2540 3000 44 000000			OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./P		524.78	
20E030	2540 3000 44 000000			OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./		1,623.14	
20E040	2540 3000 44 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		1,101.41	
20E050	2540 3000 44 000000			OPERATIONS & MAINTENANCE FUND/LINCOLN/OPER. & MAINT./PU		764.00	
20E120	2540 3000 44 000000			OPERATIONS & MAINTENANCE FUND/GREEN BAY SCHOOL/OPER. &		1,703.15	
1012926	CLEAR LP .com	04/19/2022	68709	EMERGENCY; INVESTIGATED WHY THE ID SCANNER DOOR B1 AT SHERWOOD IS NOT WORKING; INVOICE NUMBER 68709; OK TO PAY	2202200837	322.50	1,162.49
20E100	2540 3216 31 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./S		322.50	
			68748	PROPOSAL NUMBER 2470; REPLACE BAD DOOR STRIKE ON DOOR B1 AT SHERWOOD	2202200836	839.99	
20E100	2540 3216 31 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./S		839.99	
1012927	COLLECTIVE LIABILITY INS COOP	04/19/2022	QB-142QEL0101004	LEGAL MATTER	2502200321	35,000.00	49,493.50

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10E200 2371 3000 27 000000				DISTRICT'S DEDUCTIBLE RETENTION AMOUNT EDUCATION FUND/DISTRICT WIDE/PROP INS/PURCHASED SERVICE		35,000.00	
			QB-1514 QEL0101004	REIMBURSEMENT TO CLIC FOR PAYMENT MADE ON BEHALF OF THE DISTRICT FOR SATISFACTION OF THE DISTRICT REMAINING DEDUCTIBLE FOR SCHOOL BOARD LEGAL-DUE PROCESS MATTER	2502200298	14,493.50	
10E200 2371 3000 27 000000				EDUCATION FUND/DISTRICT WIDE/PROP INS/PURCHASED SERVICE		14,493.50	
1012928	COMMONWEALTH EDISON	04/19/2022	562315001903252022	ELECTRIC BILL FOR GREENHOUSE SS ON MARCH 25,2022 DUE DATE: 4/11/22 OK TO PAY	2202200864	120.23	120.23
10E040 2540 3000 38 000067				EDUCATION FUND/INDIAN TRAIL/OPER. & MAINT./PURCHASED SE		120.23	
1012929	COMPUTER INFORMATION CONCEPTS	04/19/2022	PSI33837	STUDENT INFORMATION SYSTEM (SIS) SOFTWARE/SITE LICENSE	5552200215	56,486.00	56,486.00
10E200 2220 3000 80 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		56,486.00	
1012930	CONNECTION'S ACADEMY EAST	04/19/2022	9467	PRIVATE SCHOOL TUITION MARCH 2022 INV#9467 - E.L.	2122200306	4,948.20	4,948.20
10E200 1912 6700 40 000000				EDUCATION FUND/DISTRICT WIDE/SP ED TUITION; PRIV FACILI		4,948.20	
1012931	CONNECTIONS DAY SCHOOL SOUTH C	04/19/2022	29579	PRIVATE SCHOOL TUITION - MARCH 2022 - INV#29579 - Y.H.	2122200307	7,298.28	7,298.28
10E200 1912 6700 40 000000				EDUCATION FUND/DISTRICT WIDE/SP ED TUITION; PRIV FACILI		7,298.28	
1012932	CONNECTIONS DAY SCHOOL	04/19/2022	33130	PRIVATE SCHOOL TUITION - MARCH 2022 - INVOICE #33130 - D.S.	2122200300	5,727.60	5,727.60
10E200 1912 6700 40 000000				EDUCATION FUND/DISTRICT WIDE/SP ED TUITION; PRIV FACILI		5,727.60	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
1012933	CONSTELLATION NEWENERGY GAS DI	04/19/2022	3441837	GAS BILL FOR: BRAE,EW,EP,GB,IT,L INC,NW,OT,RAV,RO,S HER,WT SS FROM FEB 2022 TO ACTUAL OK TO PAY	2202200866	102,908.95	102,908.95
20E010	2540 4000 68 000000			OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./S		4,343.68	
20E020	2540 4000 68 000000			OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./S		11,726.87	
20E030	2540 4000 68 000000			OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./		7,473.67	
20E040	2540 4000 68 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		7,972.23	
20E050	2540 4000 68 000000			OPERATIONS & MAINTENANCE FUND/LINCOLN/OPER. & MAINT./SU		4,640.51	
20E060	2540 4000 68 000000			OPERATIONS & MAINTENANCE FUND/NORTHWOOD/OPER. & MAINT./		33,627.12	
20E070	2540 4000 68 000000			OPERATIONS & MAINTENANCE FUND/OAK TERRACE/OPER. & MAINT		7,122.48	
20E080	2540 4000 68 000000			OPERATIONS & MAINTENANCE FUND/RAVINIA/OPER. & MAINT./SU		6,758.40	
20E090	2540 4000 68 000000			OPERATIONS & MAINTENANCE FUND/RED OAK/OPER. & MAINT./SU		4,431.39	
20E100	2540 4000 68 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./S		4,903.73	
20E110	2540 4000 68 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		3,146.03	
20E120	2540 4000 68 000000			OPERATIONS & MAINTENANCE FUND/GREEN BAY SCHOOL/OPER. &		6,762.84	
1012934	THE COVE SCHOOL	04/19/2022	SD112-0322	PRIVATE SCHOOL TUITION - MARCH 2022 - INV#SD112-0322 / AS.F, A.F.,J.S.	2122200301	14,756.16	14,756.16
10E200	1912 6700 40 000000			EDUCATION FUND/DISTRICT WIDE/SP ED TUITION; PRIV FACILI		14,756.16	
1012935	DAILY HERALD MEDIA GROUP	04/19/2022	210598	ADVERTISEMENT FOR RFB FOR STUDENT TRANSPORTATION SERVICES	2502200304	71.30	135.70
10E200	2520 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/FISCAL SERVICES/PURCHASED		71.30	
			210878	BID NOTICE PUBLICATION FOR LAWN AND GROUNDS MAINTENANCE SERVICES INVOICE NUMBER 210878 INVOICE DATE 03/20/2022 OKAY TO PAY	2502200312	64.40	
20E200	2540 3000 43 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		64.40	
1012936	DEERFIELD SCHOOL DISTRICT 109	04/19/2022	102	TAX REVENUE TO 109 PER IGA (DETAIL ATTACHED) INVOICE 102	2502200316	12,012.57	12,012.57
10E200	2520 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/FISCAL SERVICES/PURCHASED		12,012.57	
1012937	DEFRANCO PLUMBING INC	04/19/2022	30635	QUOTE OFF TIME	2202200740	559.00	559.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				AND MATERIAL LABOR RATES; ROD NORTH END OF BUILDING AT WAYNE THOMAS, PER TOM SPELLMAN; (PRICE WILL CHANGE DEPENDING ON TIME FOR LABOR & MATERIAL).			
20E110	2540 3208 31 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		559.00	
1012938	DEMCO, INC.***	04/19/2022	7108681	2021-2022 - SUPPLIES AND MATERIALS - LIBRARY	2102200271	414.18	414.18
10E200	2210 4000 60 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		414.18	
1012939	DIGITAL PAPER SOLUTIONS, INC.*	04/19/2022	0555741	PURCHASED SERVICES - INV#0555741	2122200308	468.00	468.00
10E200	1200 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/SPECIAL ED./PURCHASED SERV		468.00	
1012940	DISCOUNT SCHOOL SUPPLY***	04/19/2022	P41174970101	GENERAL SUPPLIES PURCHASED FROM DISCOUNT SCHOOL SUPPLY	1202200063	349.38	349.38
10E120	1125 4000 50 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A		349.38	
1012941	ESSCOE,LLC	04/19/2022	49773-	MONITORING SERVICES FOR ALARM SYSTEM AT OAK TERRACE FROM ESSCOE SS FROM JANUARY 2022 AND APRIL 2022 OK TO PAY	2202200889	113.74	257.92
20E070	2540 3216 31 000000			OPERATIONS & MAINTENANCE FUND/OAK TERRACE/OPER. & MAINT		113.74	
			51365	MONITORING SERVICES FOR ALARM SYSTEM AT OAK TERRACE FROM ESSCOE SS FROM JANUARY 2022 AND APRIL 2022 OK TO PAY	2202200889	144.18	
20E070	2540 3216 31 000000			OPERATIONS & MAINTENANCE FUND/OAK TERRACE/OPER. & MAINT		144.18	
1012942	EVENTS AT HIGHLAND PARK COUNTR	04/19/2022	05262022	DEPOSIT- 2022	2302200076	5,000.00	5,000.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				DISTRICT RETIREMENT PARTY EVENT NUMBER DC8547			
10E200 2642 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/PERSONNEL/PURCHASED SERVIC		5,000.00	
1012943	EVERYDAY EXCELLENCE LLC	04/19/2022	03182022	2021-2022 - PURCHASED SERVICES - PD - ESSER III	2102200268	3,000.00	3,000.00
10E200 2210 3000 35 421000				EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S		3,000.00	
1012944	FEDERAL EXPRESS	04/19/2022	7-692-64173	FEDEX DELIVERY SERVICE FOR PAYMENT TO VISO GRAPHICS INVOICE # 7-692-64173	2502200305	67.60	274.82
10E200 2520 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/FISCAL SERVICES/PURCHASED		67.60	
			7-699-86859	FEDEX DELIVERY SERVICE FOR PAYMENT TO GILBANE AND ABM INVOICE # 7-699-86859	2502200306	138.44	
10E200 2520 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/FISCAL SERVICES/PURCHASED		138.44	
			7-715-14988	FEDEX DELIVERY SERVICE FOR PAYMENT TO VISO GRAPHIC INVOICE # 7-715-14988	2502200319	68.78	
10E200 2520 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/FISCAL SERVICES/PURCHASED		68.78	
1012945	FLOLO CORPORATION	04/19/2022	453108	HVAC SUPPLIES THROUGH JUNE 30, 2022; DISTRICT WIDE	2202200705	321.01	2,177.24
20E200 2540 4203 50 000000				OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		321.01	
			453109	HVAC SUPPLIES THROUGH JUNE 30, 2022; DISTRICT WIDE	2202200705	382.10	
20E200 2540 4203 50 000000				OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		382.10	
			453327	HVAC SUPPLIES THROUGH JUNE 30, 2022; DISTRICT WIDE	2202200705	1,474.13	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E200	2540 4203 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		1,474.13	
1012946	FOLLETT SCHOOL SOLUTIONS, INC*	04/19/2022	2622325A	ENGLISH BOOKS/EW	202200152	200.00	1,537.04
10E020	1100 4000 50 000000			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M		200.00	
			405701B	2021-2022 - SUPPLIES AND MATERIALS - LIBRARY - ESSER	2102200156	395.54	
10E200	2210 4000 60 421000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		395.54	
			416704F	2021-2022- SUPPLIES AND MATERIALS - LIBRARY - SW	2102200173	461.04	
10E200	2210 4000 60 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		461.04	
			416712F	2021-2022 - SUPPLIES AND MATERIALS - LIBRARY - ESSER	2102200172	480.46	
10E200	2210 4000 60 421000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		480.46	
1012947	FOX VALLEY FIRE & SAFETY	04/19/2022	IN00503571	SECURITY ALARM SYSTEM SERIVCE; REMOVED THE ENTIRE BLUEPOINT SYSTEM BEFORE CONSTRUCTION AT EDGEWOOD; INVOICE NUMBER IN00503571; OK TO PAY	2202200820	3,040.00	3,467.50
20E020	2540 3216 31 000000			OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./S		3,040.00	
			IN00503600	SERVICE ON BLUE POINT PULL STATIONS THROUGH JUNE 30, 2022; DISTRICT WIDE	2202200784	427.50	
20E200	2540 3216 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		427.50	
1012948	FRANCZEK PC	04/19/2022	211242	LEGAL SERVICES INVOICE #211242 3/15/22	2302200072	1,813.08	1,813.08
10E200	2310 3000 26 000000			EDUCATION FUND/DISTRICT WIDE/BOARD OF ED./PURCHASED SER		1,813.08	
1012949	ARTHUR J GALLAGHER RISK MANGEM	04/19/2022	3943354	SCHOOL TREASURERS BOND PREMIUM FOR JEREMY DAVIS	2502200034	30,589.00	30,589.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E200 2364 3000 28 000000				EFFECTIVE 7/1/2021 - 6/30/2022 EDUCATION FUND/DISTRICT WIDE/LIAB INS PYMT/PURCHASED SE		30,589.00	
1012950	GARAVENTA USA, INC	04/19/2022	53020	QUOTE NUMBER 2022030201; LABOR TO EVALUATE THE WHEEL-O-VATOR LIFT AT SHERWOOD; FAILED INSPECTION NOTED THAT UNIT IS OUT OF SERVICE. IF LIFT CANNOT BE REPAIRED DURING THE VISIT AND NEEDS PARTS OR MORE TIME A NEW QUOTE WILL BE PROVIDED.	2202200809	615.00	615.00
20E100 2540 3217 31 000000				OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./E		615.00	
1012951	GENESIS TECHNOLOGIES***	04/19/2022	821118	CAPITAL OUTLAY, NEW EQUIPMENT	5552200204	132.39	132.39
10E200 2220 5000 90 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C		132.39	
1012952	CHERYL GIBSON	04/19/2022	04272022	ACCOMPANIMENT/EW	202200161	210.00	210.00
10E020 1100 4000 50 000000				EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M		210.00	
1012953	GILBANE	04/19/2022	202203-J454	EDGEWOOD RENOVATIONS; GILBANE PROJECT NUMBER J06919.200; APPLICATION NUMBER 17; INVOICE NUMBER 202203-J454; PERIOD ENDING 03/31/2022; OK TO PAY	2202200868	1,685,912.41	1,685,912.41
62E200 2540 5000 96 000000				EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		1,685,912.41	
1012954	GREAT LAKES COCA-COLA DISTRIBU	04/19/2022	17167203012	BEVERAGE SERVICE FEB 2022 INVOICE 17167203012 BEVERAGE SERVICE MAR 2022 INVOICE 22088203055	2502200297	247.50	570.34

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E200	2570 4000 50 000000			EDUCATION FUND/DISTRICT WIDE/INTERNAL SER./SUPPLIES AND		247.50	
			22088203055	BEVERAGE SERVICE FEB 2022 INVOICE 17167203012 BEVERAGE SERVICE MAR 2022 INVOICE 22088203055	2502200297	322.84	
10E200	2570 4000 50 000000			EDUCATION FUND/DISTRICT WIDE/INTERNAL SER./SUPPLIES AND		322.84	
1012955	W.W. GRAINGER, INC.	04/19/2022	9241065094	GRAINGER BPO	2502200028	90.42	5,426.82
20E200	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		90.42	
			9244042355	GRAINGER BPO	2502200028	140.64	
20E200	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		140.64	
			9247151476	GRAINGER BPO	2502200028	919.44	
20E200	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		919.44	
			9267628734	GRAINGER BPO	2502200028	4,238.69	
20E200	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		4,238.69	
			9269988037	GRAINGER BPO	2502200028	37.63	
20E200	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		37.63	
1012956	GREENROOM PRODUCTIONS, INC.	04/19/2022	2486	FINAL PAYMENT FOR DISTRICT 112 REFERENDUM VIDEO PRODUCTION INVOICE # 2486	2602200020	6,400.00	6,400.00
10E200	2630 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/INFORMATION SERVICES/PURCH		6,400.00	
1012957	HAND2MIND	04/19/2022	60395998	2021-2022 - SUPPLIES AND MATERIALS - ELA - READING DEV	2102200244	407.88	7,234.66
10E200	2210 4000 60 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		407.88	
			60399411	2021-2022 - SUPPLIES AND MATERIALS - ELA - READING DEV	2102200244	6,826.78	
10E200	2210 4000 60 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./SUPPLIES AN		6,826.78	
1012958	HAPP BUILDERS, INC.	04/19/2022	74796	PROPOSAL; REPLACE (3) EXTERIOR DOORS @ RAVINIA	2202200258	15,650.00	15,650.00
20E080	2540 3210 31 000000			OPERATIONS & MAINTENANCE FUND/RAVINIA/OPER. & MAINT./WI		15,650.00	
1012959	HEARTLAND ALLIANCE CCIS	04/19/2022	19939	PURCHASED	2122200310	260.00	260.00

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10E200 1200 3000 38 000000				SERVICES - IEP MEETING INTERPRETER - FEB2022 - INV#19939		260.00	
			EDUCATION FUND/DISTRICT WIDE/SPECIAL ED./PURCHASED SERV				
1012960	Vendor Continued Void	04/19/2022					0.00
1012961	HEARTLAND BUSINESS SYSTEMS	04/19/2022	496907-H	PURCHASED SERVICES	5552200241	1,350.00	53,305.42
10E200 2220 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		1,350.00	
			503202-H	PURCHASED SERVICES, OTHER	5552200214	8,000.00	
10E200 2220 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		8,000.00	
			503209-H	SOFTWARE/SITE LICENSE	5552200224	134.18	
10E200 2220 3000 80 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		134.18	
			504309-H	SOFTWARE/SITE LICENSE - OPEN PO - FY22	5552200064	1,011.41	
10E200 2220 3000 80 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		1,011.41	
			505662-H	SOFTWARE/SITE LICENSES - DATA CENTER & VEEAM - FY22	5552200091	2,679.00	
10E200 2220 3000 80 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		2,679.00	
			506386-H	PURCHASED SERVICE	5552200047	3,450.00	
10E200 2220 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		3,450.00	
			507187-H	PURCHASED SERVICES, OTHER	5552200221	19,705.20	
10E200 2220 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		19,705.20	
			508582-H	SUPPLIES, OTHER	5552200233	975.63	
10E200 2220 4000 65 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT		975.63	
			509649-H	PURCHASED SERVICES, OTHER	5552200247	16,000.00	
10E200 2220 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		16,000.00	
1012962	HEALTH MANAGEMENT SYSTEMS	04/19/2022	2022-5626	2021-2022 HEALTH INSURANCE	2502200299	1,603.98	1,603.98
10E200 2610 2220 22 000000				EDUCATION FUND/DISTRICT WIDE/DISTRICT BENEFITS/MEDICAL		1,603.98	
1012963	HODGES BADGE COMPANY, INC.	04/19/2022	55075	LEGAL SERVICES-	2302200077	57.51	57.51

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10E200 2310 3000 26 000000				PROJECT 440- INVOICE#55075 2/28/22		57.51	
			EDUCATION FUND/DISTRICT WIDE/BOARD OF ED./PURCHASED SER				
1012964	HODGES, LOIZZI, EISENHAMMER	04/19/2022	54829	LEGAL SERVICES - INVOICE #54829 2/28/22	2302200079	8,242.56	8,242.56
10E200 2310 3000 26 000000			EDUCATION FUND/DISTRICT WIDE/BOARD OF ED./PURCHASED SER			8,242.56	
1012965	HUMANADENTAL	04/19/2022	378638631	2021-22 DENTAL INSURANCE PREMIUM	2502200303	1,743.05	1,743.05
10E200 2610 2230 22 000000			EDUCATION FUND/DISTRICT WIDE/DISTRICT BENEFITS/DENTAL I			1,743.05	
1012966	THE HYDE PARK DAY SCHOOL	04/19/2022	2022HP104	PRIVATE SCHOOL TUITION INV#2022HP104 FEB. 2022 - NB/JD	2122200291	9,343.80	9,343.80
10E200 1912 6700 40 000000			EDUCATION FUND/DISTRICT WIDE/SP ED TUITION; PRIV FACILI			9,343.80	
1012967	IDLEWOOD ELECTRIC SUPPLY, INC.	04/19/2022	785743	IDLEWOOD BPO	2502200029	899.88	4,464.45
20E200 2540 4207 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI			899.88	
20E200 2540 4207 50 000000			786889	IDLEWOOD BPO	2502200029	32.28	
20E200 2540 4207 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI			32.28	
20E200 2540 4207 50 000000			787940	IDLEWOOD BPO	2502200029	905.60	
20E200 2540 4207 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI			905.60	
20E200 2540 4207 50 000000			788247	IDLEWOOD BPO	2502200029	62.46	
20E200 2540 4207 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI			62.46	
20E200 2540 4207 50 000000			790920	IDLEWOOD BPO	2502200029	425.83	
20E200 2540 4207 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI			425.83	
20E200 2540 4207 50 000000			792758	IDLEWOOD BPO	2502200029	2,138.40	
20E200 2540 4207 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI			2,138.40	
1012968	ILLINOIS ASSOCIATION OF SCHOOL	04/19/2022	361058	PRESS RESPONSE SERVICE FEE INVOICE #361058 4/6/22	2302200075	50.00	50.00
10E200 2310 6000 99 000000			EDUCATION FUND/DISTRICT WIDE/BOARD OF ED./OTHER OBJECTS			50.00	
1012969	ILLINOIS PRINCIPALS ASSOC***	04/19/2022	2022-2023	2022-23 ANNUAL SUBSCRIPTION RENEWAL - ONLINE MODEL STUDENT HANDBOOK.	2302200074	550.00	550.00
10E200 2310 6000 99 000000			EDUCATION FUND/DISTRICT WIDE/BOARD OF ED./OTHER OBJECTS			550.00	

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1012970	ILMEA STATE OFFICE	04/19/2022	03112022	MUSIC AUDITION FEE/EW	202200148	8.00	8.00
10E020	1100 4000 50 000000			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M		8.00	
1012971	INCIDENT IQ	04/19/2022	00003476	SOFTWARE/SITE LICENSE	5552200220	10,762.00	10,762.00
10E200	2220 3000 80 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		10,762.00	
1012972	INSPEC	04/19/2022	400774-2	PROPOSAL FOR ROOF DESIGN AND CONSULTING SERVICES (2021-2022) HEALTH LIFE SAFETY WORK; NORTHWOOD MIDDLE SCHOOL ROOF AREA 19: ESTIMATED 5,500 FT; COMPENSATION FOR PROFESSIONAL SERVICES DESCRIBED SHALL BE A SEVEN PERCENT (7.0%) FEE BASED ON THE LOWEST RESPONSIBLE BID.	2202200428	10,040.80	10,040.80
20E200	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		10,040.80	
1012973	INTERTEK-PSI	04/19/2022	00811447	PROPOSAL NUMBER 0047-367831; OBTAIN AND ANALYZE PAINT CHIP SAMPLES FROM DAMAGED WINDOWS FOR LEAD ON OUT BUILDING NEAR RAVINIA.	2202200812	695.00	695.00
20E080	2540 3237 34 000000			OPERATIONS & MAINTENANCE FUND/RAVINIA/OPER. & MAINT./EN		695.00	
1012974	IPA-LAKE AREA REGION	04/19/2022	04202022	LAKE REGION STUDENT RECOGNITION BREAKFAST 4/20/22 - 64 PARTICIPANTS	2302200078	1,280.00	1,280.00
10E200	2310 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/BOARD OF ED./PURCHASED SER		1,280.00	
1012975	JOHNSON CONTROLS SECURITY SOLU	04/19/2022	37111579	QUARTERLY BILLING FOR:	2202200841	1,304.71	1,304.71

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				IT, EP, WHAREHOUSE, S HER, GB, RAV, BRAE, NW, RO, LIN C, WT SS FROM 4/1/22 TO 6/30/22 DUE DATE: 4/1/22 OK TO PAY			
20E200	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		148.24	
20E010	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./P		119.33	
20E030	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./		111.00	
20E040	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		111.00	
20E050	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/LINCOLN/OPER. & MAINT./PU		111.00	
20E060	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/NORTHWOOD/OPER. & MAINT./		111.00	
20E080	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/RAVINIA/OPER. & MAINT./PU		111.00	
20E090	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/RED OAK/OPER. & MAINT./PU		111.00	
20E100	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./P		111.00	
20E110	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		111.00	
20E120	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/GREEN BAY SCHOOL/OPER. &		149.14	
1012976	KAGAN PUBLISHING, INC	04/19/2022	K123527	2021-2022 - PD SERVICES - REGISTRATIONS - ESSER	2102200200	3,249.00	3,249.00
10E200	2210 3000 35 421000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S		3,249.00	
1012977	KELLY EDUCATION	04/19/2022	581758	PURCHASED SERVICES - TUTORING	2102200141	2,386.44	9,758.16
10E200	1100 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		2,386.44	
			585452	PURCHASED SERVICES - TUTORING	2102200141	2,342.16	
10E200	1100 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		2,342.16	
			588588	PURCHASED SERVICES - TUTORING	2102200141	2,805.12	
10E200	1100 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		2,805.12	
			594846	PURCHASED SERVICES - TUTORING	2102200141	2,224.44	
10E200	1100 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		2,224.44	
1012978	STATE GRAPHICS	04/19/2022	72324	#10 WHITE WINDOW ENVELOPE WITH DISTRICT NAME AND ADDRESS PRINTED ON FRONT.	2502200307	535.75	535.75

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10E200	2520 4000 50 000000			EDUCATION FUND/DISTRICT WIDE/FISCAL SERVICES/SUPPLIES A		535.75	
1012979	MICHAEL KNAUF	04/19/2022	4295	PAYMENT NEEDED FOR PERFORMANCES DONE AT ROOTS FEST ON MARCH 17, 2022 VIA OPPORTUNITY GRANT/AC/NW	602200184	450.00	450.00
10E200	1100 3000 38 192004			EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		450.00	
1012980	CHRISTOPHER KOZLOWSKI	04/19/2022	03312022	TRANSPORTATION REIMBURSEMENT	2122200298	723.90	723.90
40E200	2550 3000 47 000000			TRANSPORTATION FUND/DISTRICT WIDE/TRANSPORTATION/PURCHA		723.90	
1012981	KRIHA BOUCEK	04/19/2022	3405	LEGAL SERVICES INVOICE#3405. 3/8/22	2302200073	9,892.50	33,552.50
10E200	2310 3000 26 000000			EDUCATION FUND/DISTRICT WIDE/BOARD OF ED./PURCHASED SER		9,892.50	
			3448	LEGAL SERVICES - INVOICE #3448 4/6/22	2302200080	23,660.00	
10E200	2310 3000 26 000000			EDUCATION FUND/DISTRICT WIDE/BOARD OF ED./PURCHASED SER		23,660.00	
1012982	La Michiocana Bella	04/19/2022	893982	GENERAL SUPPLIES	1202200069	1,500.00	1,500.00
	99L000 9051 0000 00 000000			GREEN BAY ACTIVITY/NS		518.00	
	10E120 1125 4000 50 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A		982.00	
1012983	Vendor Continued Void	04/19/2022					0.00
1012984	LAKELAND/LARSEN ELEVATOR CORPO	04/19/2022	84969	EMERGENCY; TECHNICIAN REPLACED 1U CAR BUTTON. TESTED TO VERIFY PROPER OPERATON AND RETURNED TO SERVICE; INVOICE NUMBER 84969; OK TO PAY	2202200828	384.00	2,889.00
20E030	2540 3217 31 000000			OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./		384.00	
			86087	MARCH MONTHLY ELEVATOR MAINTENANCE FOR EP, OT, RO, WT; INVOICE NUMBER 86087; OK TO PAY	2202200835	907.50	
20E200	2540 3217 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		907.50	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			90123	APRIL MONTHLY ELEVATOR MAINTENANCE FOR EP, OT, RO, WT; INVOICE NUMBER 90123; OK TO PAY	2202200879	907.50	
20E200	2540 3217 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		907.50	
			90213	QUOTE TO PERFORM A FAID TEST IN ADDITION TO ANNUAL ELEVATOR TEST AND CATEGORY 1 PRESSURE TESTS AT OAK TERRACE	2202200630	690.00	
20E070	2540 3217 31 000000			OPERATIONS & MAINTENANCE FUND/OAK TERRACE/OPER. & MAINT		690.00	
1012985	Vendor Continued Void	04/19/2022					0.00
1012986	LAKESHORE RECYCLING SYSTEMS	04/19/2022	0004872238	TRASH & RECYCLING SERVICES FOR OAK TERRACE: SS FROM DEC 2021 WE JUST RECEIVED THIS INVOICE TODAY 4/6/22 OK TO PAY	2202200880	1,068.88	9,111.27
20E070	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/OAK TERRACE/OPER. & MAINT		1,068.88	
			0004944940	TRASH RECYCLING FOR OAK TERRACE SS FROM MARCH 2022 OK TO PAY	2202200888	854.46	
20E070	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/OAK TERRACE/OPER. & MAINT		854.46	
			0004945092	TRASH RECYCLING BILL FOR: BRAE,EP,RAV,SHER,I T,RO,WT,GB,WHAREHO USE, NW,EW,LINC SS FROM MARCH 2022 OK TO PAY	2202200865	7,187.93	
20E200	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		77.99	
20E010	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./P		388.88	
20E020	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./P		3,298.38	
20E030	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./		542.52	
20E040	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		453.17	
20E050	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/LINCOLN/OPER. & MAINT./PU		74.08	
20E060	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/NORTHWOOD/OPER. & MAINT./		480.10	
20E080	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/RAVINIA/OPER. & MAINT./PU		280.76	
20E090	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/RED OAK/OPER. & MAINT./PU		403.33	
20E100	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./P		203.82	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E110	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		235.01	
20E120	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/GREEN BAY SCHOOL/OPER. &		749.89	
1012987	LIBERTYVILLE MUSIC CENTER	04/19/2022	1637377	DISTRICT INSTRUMENT REPAIRS/EW	202200150	315.00	394.00
10E020	1100 3000 31 100031			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/PURCHASED SERV		315.00	
			1640317	DISTRICT INSTRUMENT REPAIR/EW	202200147	25.00	
10E020	1100 3000 31 100031			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/PURCHASED SERV		25.00	
			1641673	DISTRICT INSTRUMENT REPAIRS/EW	202200150	54.00	
10E020	1100 3000 31 100031			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/PURCHASED SERV		54.00	
1012988	LISA WESTMAN CONSULTING INC.	04/19/2022	688	2021-2022 - PURCHASED SERVICES - CONSULTANT - COACHING	2102200276	8,360.00	11,220.00
10E200	2210 3000 34 493200			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S		8,360.00	
			689	2021-2022 - PURCHASED SERVICES - CONSULTANT - PD	2102200275	2,860.00	
10E200	2210 3000 35 000000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S		2,860.00	
1012989	LUSTER LEARNING INSTITUTE	04/19/2022	2706-	CLASSROOM MANUALS	2122200157	225.00	225.00
10E200	1200 4000 58 000000			EDUCATION FUND/DISTRICT WIDE/SPECIAL ED./SUPPLIES AND M		225.00	
1012990	WILLIAM V. MACGILL & CO.***	04/19/2022	in0789970	HEALTH SERVICES SUPPLIES	2122200281	535.62	535.62
10E200	2130 4000 50 000000			EDUCATION FUND/DISTRICT WIDE/HEALTH SERVICES/SUPPLIES A		535.62	
1012991	LOREL MADDEN	04/19/2022	03172022	PAYMENT NEEDED TO HAWAIIAN CULTURE AND DANCE FOR PERFORMANCE AT ROOTS FEST ON MARCH 17, 2022 VIA OPPORTUNITY GRANT/AC/NW	602200185	150.00	150.00
10E200	1100 3000 38 192004			EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		150.00	
1012992	MAHONEY ENVIRONMENTAL	04/19/2022	0014543340	VERBAL QUOTE; CLEAN OUT GREASE	2202200782	250.00	500.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E060	2540 3208 31 000000			TRAPS @ NORTHWOOD BEHIND THE KITCHEN; PER TOM SPELLMAN, WILL DO OVER SPRING BREAK		250.00	
			OPERATIONS & MAINTENANCE FUND/NORTHWOOD/OPER. & MAINT./			250.00	
			0014543340-	VERBAL QUOTE; CLEAN OUT GREASE	2202200781	250.00	
				TRAPS @ RED OAK IN THE KITCHEN; PER TOM SPELLMAN, WILL DO OVER SPRING BREAK			
20E090	2540 3208 31 000000			OPERATIONS & MAINTENANCE FUND/RED OAK/OPER. & MAINT./PL		250.00	
1012993	MARISSA BENNETT CONSULTING, LL	04/19/2022	4554580	PURCHASED SERVICES - OUTSIDE PRIVATE TUTORING INVOICE NUMBER 4554580 INVOICE DATE: 3/16/2022	2122200293	5,718.75	5,718.75
				EDUCATION FUND/DISTRICT WIDE/SPECIAL ED./PURCHASED SERV		5,718.75	
1012994	MASTER TRUCK & TRAILER, LLC	04/19/2022	S101844	PARTS & REPAIRS FOR HEAVY DUTY AND SNOW EQUIPMENT THROUGH JUNE 30, 2022	2202200883	391.29	391.29
				OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		391.29	
1012995	MED-TECH NEW ENGLAND DISTRIBUT	04/19/2022	INV-10012	LIBERTY MASK N95 - 5 CASES x 250 UNITS TO A CASE.	2122200290	2,561.75	2,561.75
				EDUCATION FUND/DISTRICT WIDE/HEALTH SERVICES/SUPPLIES A		2,561.75	
1012996	MENONI & MOCOJNI, INC.	04/19/2022	1466176	ROCK SALT & LANDSCAPING SUPPLIES THROUGH JUNE 30, 2022; DISTRICT WIDE	2202200831	200.00	200.00
				OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		200.00	
1012997	MENTA ACADEMY NORTH	04/19/2022	SESINV-020122	PRIVATE SCHOOL TUITION - MARCH 2022 - INV#SESINV-020122	2122200302	3,489.48	3,489.48
				EDUCATION FUND/DISTRICT WIDE/SP ED TUITION; PRIV FACILI		3,489.48	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
1012998	MICHAEL'S UNIFORM COMPANY	04/19/2022	95280	PANTS AND SHIRT WORK UNIFORMS FOR ALFREDO JURADO; PRICE MAY VARY ONCE THE SHIPPING COST IS ADDED	2202200796	411.33	411.33
20E200	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		411.33	
1012999	Vendor Continued Void	04/19/2022					0.00
1013000	MODERN MEDIA TECH LLC	04/19/2022	4452	CAPITAL OUTLAY, NEW EQUIPMENT	5552200226	128,555.00	274,041.25
10E200	2220 5000 90 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C		128,555.00	
			4454	SOFTWARE/SITE LICENSE	5552200238	1,980.00	
10E200	2220 3000 80 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		1,980.00	
			4464	CAPITAL OUTLAY, NEW EQUIPMENT	5552200212	725.00	
10E200	2220 5000 90 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C		725.00	
			4466	SOFTWARE/SITE LICENSE	5552200245	20,700.00	
10E200	2220 3000 80 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		20,700.00	
			4467	SUPPLIES, OTHER, EDGEWOOD CONSTRUCTION	5552200237	2,620.00	
10E200	2220 4000 65 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT		2,620.00	
			4468	CAPITAL OUTLAY, NEW EQUIPMENT	5552200250	55,192.50	
10E200	2220 5000 90 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C		55,192.50	
			4469	CAPITAL OUTLAY, NEW EQUIPMENT	5552200249	34,106.25	
10E200	2220 5000 90 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C		34,106.25	
			4470	CAPITAL OUTLAY, NEW EQUIPMENT, HR	5552200217	3,292.50	
20E200	2540 5000 90 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		3,292.50	
			4471	SUPPLIES	5552200225	1,200.00	
10E200	2220 4000 50 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT		1,200.00	
			4472	CAPITAL OUTLAY, NEW EQUIPMENT, EDGEWOOD	5552200252	17,530.00	
10E200	2220 5000 90 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C		17,530.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			4473	CAPITAL OUTLAY, NEW EQUIPMENT, EDGEWOOD	5552200253	8,140.00	
10E200	2220 5000 90 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C		8,140.00	
1013001	Vendor Continued Void	04/19/2022					0.00
1013002	MULTIVISTA	04/19/2022	3888	MULTIVISTA WILL PROVIDE NORTH SHORE SCHOOL DISTRICT 112 WITH MULTIVISTA DOCUMENTATION SERVICES FOR EDGEWOOD MIDDLE SCHOOL PROJECT IN ACCORDANCE WITH THE SCOPE AND TERMS LISTED IN THIS DOCUMENT AND IN THE ACCOMPANYING RIDER: PROJECT QUOTE TERMS AND CONDITIONS	2202101549	5,545.00	9,241.68
62E200	2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		5,545.00	
			4053	MULTIVISTA WILL PROVIDE NORTH SHORE SCHOOL DISTRICT 112 WITH MULTIVISTA DOCUMENTATION SERVICES FOR EDGEWOOD MIDDLE SCHOOL PROJECT IN ACCORDANCE WITH THE SCOPE AND TERMS LISTED IN THIS DOCUMENT AND IN THE ACCOMPANYING RIDER: PROJECT QUOTE TERMS AND CONDITIONS	2202101549	3,696.68	
62E200	2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		3,696.68	
1013003	MUSIC CENTER OF DEERFIELD+++	04/19/2022	1637877	INSTRUCTIONAL CLASSROOM SUPPLIES	902200077	12.58	12.58
10E090	1100 4000 50 000000			EDUCATION FUND/RED OAK/REGULAR PROGRAMS/SUPPLIES AND MA		12.58	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
1013004	MUSIC IN MOTION***	04/19/2022	00771196	VOCAL MUSIC SUPPLIES/EW	202200160	170.11	170.11
10E020	1100 4000 50 000000			EDUCATION FUND/EDGEWOOD/REGULAR PROGRAMS/SUPPLIES AND M		170.11	
1013005	NAPA AUTO PARTS	04/19/2022	096925	AUTO PART SUPPLIES THROUGH JUNE 30, 2022; OK TO PAY	2202200821	157.95	157.95
20E200	2540 4213 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		157.95	
1013006	NEMETH GLASS OF ILLINOIS, INC+	04/19/2022	167585	MISCELLANEOUS GLASS/WINDOW REPAIRS THROUGH JUNE 30, 2022; DISTRICT WIDE	2202200832	600.00	600.00
20E200	2540 3210 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		600.00	
1013007	NEW CONNECTIONS ACADEMY	04/19/2022	13589	PRIVATE SCHOOL TUITION - MARCH 2022 - INV#13728 -S.K.	2122200303	4,681.65	10,299.63
10E200	1912 6700 40 000000			EDUCATION FUND/DISTRICT WIDE/SP ED TUITION; PRIV FACILI		4,681.65	
			13728	PRIVATE SCHOOL TUITION - MARCH 2022 - INV#13728 -S.K.	2122200303	5,617.98	
10E200	1912 6700 40 000000			EDUCATION FUND/DISTRICT WIDE/SP ED TUITION; PRIV FACILI		5,617.98	
1013008	NEXTERA ENERGY SERVICES	04/19/2022	53939396073488	ENERGY BILL FOR ALL SCHOOL: WT, IT, RO, BRAE, LINC , GB, WAREHOUSE, NW, EW, RAV, EP, SHER, OT. SS FROM 01/26/22 TO 2/24/22 DUE DATE: MAY 9/22 OK TO PAY	2202200840	50,111.75	50,111.75
20E200	2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		297.44	
20E010	2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./S		3,469.25	
20E020	2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/EDGEWOOD/OPER. & MAINT./S		1,609.70	
20E030	2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./		6,995.76	
20E040	2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		3,684.24	
20E050	2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/LINCOLN/OPER. & MAINT./SU		1,686.69	
20E060	2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/NORTHWOOD/OPER. & MAINT./		7,016.98	
20E070	2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/OAK TERRACE/OPER. & MAINT		7,705.29	
20E080	2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/RAVINIA/OPER. & MAINT./SU		3,792.03	
20E090	2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/RED OAK/OPER. & MAINT./SU		2,833.68	
20E100	2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./S		3,992.65	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E110	2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		3,106.95	
20E120	2540 4000 69 000000			OPERATIONS & MAINTENANCE FUND/GREEN BAY SCHOOL/OPER. &		3,921.09	
1013009	NORTHSHORE OMEGA	04/19/2022	202377446-031522	2021-22 HEALTH INSURANCE SERVICE	2502200308	78.00	152.00
10E200	2610 2220 22 000000			EDUCATION FUND/DISTRICT WIDE/DISTRICT BENEFITS/MEDICAL		78.00	
			216826578-071421	2020-21 HEALTH INSURANCE SERVICE	2502200031	74.00	
10E200	2610 2220 22 000000			EDUCATION FUND/DISTRICT WIDE/DISTRICT BENEFITS/MEDICAL		74.00	
1013010	NORTHEAST ILLINOIS SERVICE COM	04/19/2022	36314	EMERGENCY SERVICE CALL; LUNCHROOM STAFF THOUGHT THE OVEN WAS NOT OPERATING SINCE LAST VISIT. INVESTIGATED AND FOUND THAT THE OVEN WORKS PROEPRLY @ RED OAK; INVOICE NUMBER 36314; OK TO PAY	2202200843	120.00	120.00
20E090	2540 3203 31 000000			OPERATIONS & MAINTENANCE FUND/RED OAK/OPER. & MAINT./HV		120.00	
1013011	NORTHWEST SUBURBAN SPECIAL EDU	04/19/2022	8678	PUBLIC TUITION SERVICES - INVOICE 8678 DATE: 02/28/2022	2122200289	2,200.00	2,200.00
10E200	4220 6700 40 000000			EDUCATION FUND/DISTRICT WIDE/SP ED TUITION PUBLIC/TUITI		2,200.00	
1013012	NORTHSHORE TRUCK & EQUIPMENT C	04/19/2022	30148	ESTIMATE NUMBER 020721E-1; DUMP TRUCK SALT SPREADER REPAIRS; TRUCK # 51; REQUESTED BY EFRAIN PERNILLO; APPROVED BY CHARLIE PRIVETT	2202200755	1,170.36	1,357.86
20E200	2540 3213 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		1,170.36	
			31598	ESTIMATE NUMBER 020721E-1; DUMP TRUCK SALT SPREADER REPAIRS; TRUCK # 51; REQUESTED BY EFRAIN PERNILLO;	2202200755	187.50	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				APPROVED BY CHARLIE PRIVETT			
20E200 2540 3213 31 000000				OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		187.50	
1013013 ERIKA OCHOA		04/19/2022	150	PAYMENT DUE TO EGYPTIAN FOLKLORE FOR ROOTS FEST/AC/NW	602200194	300.00	300.00
10E200 1100 3000 38 192004				EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		300.00	
1013014 OFFICE DEPOT, INC.***		04/19/2022	228981041001	CLASSROOM SUPPLY ORDER FOR HERNANDEZ/MH/NW	602200152	55.96	128.96
10E060 1100 4000 50 000000				EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		55.96	
			230856926002	CLASSROOM SUPPLY ORDER FOR RAMIREZ/BR/NW	602200162	12.49	
10E060 1100 4000 50 000000				EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		12.49	
			233647124001	CLASSROOM SUPPLY ORDER FOR ANAYA/KA/NW	602200175	60.51	
10E060 1100 4000 50 000000				EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		60.51	
1013015 ORGANICLIFE, LLC		04/19/2022	113602064530	FOOD SERVICE BREAKFAST & LUNCH FEBRUARY 2022 NVOICE 113602064530	2502200300	74,033.11	74,033.11
15E200 2560 3000 41 000000				FOOD SERVICE/DISTRICT WIDE/FOOD SERVICE/PURCHASED SERVI		74,033.11	
1013016 ORIENTAL TRADING CO, INC.***		04/19/2022	716075167-01	GENERAL SUPPLIES	1202200071	263.96	263.96
10E120 1125 4000 50 000000				EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A		263.96	
1013017 PALOS SPORTS, INC.		04/19/2022	5540760-00	BR/NEW PE SUPPLIES	102200066	182.07	182.07
10E010 1100 4000 63 000000				EDUCATION FUND/BRAESIDE/REGULAR PROGRAMS/SUPPLIES AND M		182.07	
1013018 PATCH 22		04/19/2022	03112022	GENERAL SUPPLIES PATCH 22 PETTING FARM FOR DIA DEL NINO EVENT	1202200062	475.00	475.00
10E120 1125 4000 50 000000				EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A		475.00	
1013019 JW PEPPER & SON, INC.***		04/19/2022	364099261	CHORUS MUSIC ORDER FOR THE END OF THE YEAR/CE/NW	602200163	368.54	368.54
10E060 1100 4000 50 000000				EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		368.54	

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1013020	PITNEY BOWES***	04/19/2022	3105446732	PITNEY BOWES LEASE (INVOICE # 3105446732) BILLING PERIOD 03/30/2022- 06/29/2022	2502200318	666.42	666.42
10E200	1100 3000 48 000000			EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		666.42	
1013021	RED WING BUSINESS ADVANTAGE AC	04/19/2022	20220310058088	ANNUAL BOOTS FOR ALFREDO JURADO; INVOICE NUMBER 20220310058088; OK TO PAY	2202200824	361.99	361.99
20E200	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		361.99	
1013022	RICK'S AUTO CARE	04/19/2022	M223551	REPAIR FOR JAVIER HERRERA'S WORK TRUCK; NEED TO GIVE CHECK TO RICK'S AUTO CARE WHEN WE PICK UP THE TRUCK; OK TO PAY	2202200853	6,832.21	6,832.21
20E200	2540 3213 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		6,832.21	
1013023	SAFeway TRANSPORTATION SERVICE	04/19/2022	707	SPECIAL ED TRANSPORTATION - FEB 2022 - INV#707	2122200304	81,584.24	81,584.24
40E200	2550 3000 47 000000			TRANSPORTATION FUND/DISTRICT WIDE/TRANSPORTATION/PURCHA		81,584.24	
1013024	SCHOLASTIC BOOK CLUBS***	04/19/2022	1295980	SCHOLASTIC BOOK CLUB "PAQUETE CUENTOS FONETICOS"	2152200016	278.00	933.50
10E200	1100 4000 50 330500			EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/SUPPLIES		278.00	
			891658	Scholastic Book Order	402200035	13.00	
10E040	1100 4000 50 000015			EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A		13.00	
			900217	Scholastic Book Order	402200035	642.50	
10E040	1100 4000 50 000015			EDUCATION FUND/INDIAN TRAIL/REGULAR PROGRAMS/SUPPLIES A		642.50	
1013025	SCHOOL OUTFITTERS***	04/19/2022	INV13751342	QUOTE NUMBER QUO11332009; (1) SPG-4155F-54W WOODEN FIVE-SECTION	2202200801	717.29	717.29

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E010	2540 4000 65 000000			LOCKER UNIT (\$496.52 + \$220.77 SHIPPING) FOR BRAESIDE SCHOOL; REQUESTED BY JAMIE KAHN			
			OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./S			717.29	
1013026	Vendor Continued Void	04/19/2022					0.00
1013027	Vendor Continued Void	04/19/2022					0.00
1013028	SCHOOL SPECIALTY INC.***	04/19/2022	208128707447	ART SUPPLY ORDER DO NOT PLACE ORDER - ART TEACHER WILL PLACE ORDER	802200018	1,503.48	2,006.06
10E080	1100 4000 50 000000		EDUCATION FUND/RAVINIA/REGULAR PROGRAMS/SUPPLIES AND MA			1,503.48	
			208128719234	ART SUPPLY ORDER DO NOT PLACE ORDER - ART TEACHER WILL PLACE ORDER	802200018	366.14	
10E080	1100 4000 50 000000		EDUCATION FUND/RAVINIA/REGULAR PROGRAMS/SUPPLIES AND MA			366.14	
			208128817815	ART SUPPLY ORDER DO NOT PLACE ORDER - ART TEACHER WILL PLACE ORDER	802200018	18.51	
10E080	1100 4000 50 000000		EDUCATION FUND/RAVINIA/REGULAR PROGRAMS/SUPPLIES AND MA			18.51	
			208128908576	ART SUPPLY ORDER DO NOT PLACE ORDER - ART TEACHER WILL PLACE ORDER	802200018	34.90	
10E080	1100 4000 50 000000		EDUCATION FUND/RAVINIA/REGULAR PROGRAMS/SUPPLIES AND MA			34.90	
			208128996722	ART SUPPLY ORDER DO NOT PLACE ORDER - ART TEACHER WILL PLACE ORDER	802200018	11.42	
10E080	1100 4000 50 000000		EDUCATION FUND/RAVINIA/REGULAR PROGRAMS/SUPPLIES AND MA			11.42	
			208129014749	ART SUPPLY ORDER DO NOT PLACE ORDER - ART TEACHER WILL PLACE ORDER	802200018	11.42	

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10E080	1100 4000 50 000000			EDUCATION FUND/RAVINIA/REGULAR PROGRAMS/SUPPLIES AND MA		11.42	
			208129148963	ART SUPPLY ORDER DO NOT PLACE ORDER - ART TEACHER WILL PLACE ORDER	802200018	35.29	
10E080	1100 4000 50 000000			EDUCATION FUND/RAVINIA/REGULAR PROGRAMS/SUPPLIES AND MA		35.29	
			208129412677	ART SUPPLY ORDER DO NOT PLACE ORDER - ART TEACHER WILL PLACE ORDER	802200018	24.90	
10E080	1100 4000 50 000000			EDUCATION FUND/RAVINIA/REGULAR PROGRAMS/SUPPLIES AND MA		24.90	
1013029	CHRISTIAN SCHUMAN	04/19/2022	03092022	PAYMENT DUE TO TAEKWONDO FOR ROOTS FEST/AC/NW	602200193	300.00	300.00
10E200	1100 3000 38 192004			EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		300.00	
1013030	SCHURING & SCHURING, INC.	04/19/2022	6654380/6654502	GENERAL SUPPLIES MILK PURCHASED FROM SCHURING AND SCHURING FOR GB STUDENTS	1202200064	62.50	138.55
10E120	1125 4000 50 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A		62.50	
			6654623	GENERAL SUPPLIES	1202200067	12.50	
10E120	1125 4000 50 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A		12.50	
			6654889	GENERAL SUPPLIES	1202200073	25.00	
10E120	1125 4000 50 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A		25.00	
			6655020	GENERAL SUPPLIES	1202200073	38.55	
10E120	1125 4000 50 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A		38.55	
1013031	SECURED TECH SOLUTIONS, LLC	04/19/2022	12683	SUPPLIES	5552200116	799.00	1,598.00
10E200	2220 4000 50 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT		799.00	
			12683-	SUPPLIES	5552200117	799.00	
10E200	2220 4000 50 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT		799.00	
1013032	Vendor Continued Void	04/19/2022					0.00
1013033	Vendor Continued Void	04/19/2022					0.00
1013034	JOHNSON CONTROLS FIRE PROTECTI	04/19/2022	37010994	SERVICE ON FIRE ALARM PANELS THROUGH JUNE 30, 2022; DISTRICT WIDE	2202200815	140.29	10,308.13

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E200	2540 3212 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		140.29	
			41533438	QUOTATION CPQ-163308; FAID TEST (FIRE ALARM INITIATING DEVICE) TEST WITH THE STATE FIRE MARSHAL AND LAKELAND LARSEN ELEVATOR TECH AT OAK TERRACE SCHOOL; (THIS IS A NEW REQUIREMENT DUE EVERY 5 YEARS); THE SIMPLEX TECH WILL ACTIVATE THE SMOKES THAT WILL ACTIVATE THE ELEVATOR.	2202200674	1,827.00	
20E070	2540 3212 31 000000			OPERATIONS & MAINTENANCE FUND/OAK TERRACE/OPER. & MAINT		1,827.00	
			41539238	PROPOSAL NUMBER 1; (12) 4098-9792 SENSOR BASE, (6) 4098-9733 HEAT SENSOR, (12) 4098-9714 PHOTO SENSOR; FOR STOCK PER DAN DALPONTE	2202200802	3,255.00	
20E200	2540 3212 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		3,255.00	
			88602757	SERVICE ON FIRE ALARM PANELS THROUGH JUNE 30, 2022; DISTRICT WIDE	2202200815	1,133.00	
20E200	2540 3212 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		1,133.00	
			88664726	PROPOSAL NUMBER 51875296; REPLACE SYSTEM POWER SUPPLY BOARD DUE TO INTERMITTENTLY FAILING CHARGER ON MAIN FIRE ALARM CONTROL PANEL AT RED OAK SCHOOL	2202200827	3,952.84	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E090	2540 3212 31 000000			OPERATIONS & MAINTENANCE FUND/RED OAK/OPER. & MAINT./SP		3,952.84	
1013035	SKYWARD	04/19/2022	0000216290	ANNUAL LICENSE FEES: 07/01/2022 - 06/30/2023 INVOICE # 0000216290	2502200301	26,356.00	27,819.00
10E200	2520 3000 80 000000			EDUCATION FUND/DISTRICT WIDE/FISCAL SERVICES/PURCHASED		26,356.00	
			000217226	APPLICANT IMPORT ANNUAL LICENSE FEE INVOICE # 0000217226	2502200313	1,463.00	
10E200	2520 3000 80 000000			EDUCATION FUND/DISTRICT WIDE/FISCAL SERVICES/PURCHASED		1,463.00	
1013036	SMITHEREEN PEST MANAGEMENT***	04/19/2022	2687800	PEST CONTROL MONTHLY SERVICES FOR DISTRICT WIDE: RAV,OT,SHER,EP,RO, WT-IT,GB,BRAE,IT,W T,LINC INVOICE DATE: 3/1/22 OK TO PAY	2202200819	519.00	519.00
20E200	2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		33.00	
20E090	2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/RED OAK/OPER. & MAINT./PE		46.00	
20E110	2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		50.00	
20E100	2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./P		39.00	
20E080	2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/RAVINIA/OPER. & MAINT./PE		46.00	
20E070	2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/OAK TERRACE/OPER. & MAINT		55.00	
20E050	2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/LINCOLN/OPER. & MAINT./PE		46.00	
20E040	2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		46.00	
20E030	2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./		55.00	
20E010	2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./P		46.00	
20E120	2540 3238 34 000000			OPERATIONS & MAINTENANCE FUND/GREEN BAY SCHOOL/OPER. &		57.00	
1013037	SOUND INCORPORATED	04/19/2022	71490	CAPITAL OUTLAY, NEW EQUIPMENT	5552200243	4,642.50	4,642.50
10E200	2220 5000 90 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C		4,642.50	
1013038	STANDARD INSURANCE COMPANY	04/19/2022	15868600013282022	2021-22 LONG TERM DISABILITY	2502200309	695.25	695.25
10E200	2610 2220 22 000000			EDUCATION FUND/DISTRICT WIDE/DISTRICT BENEFITS/MEDICAL		695.25	
1013039	Staples Business Advantage	04/19/2022	195204906-0-3	CLASSROOM SUPPLIES/OT	702200037	71.11	479.80
10E070	1100 4000 50 000000			EDUCATION FUND/OAK TERRACE/REGULAR PROGRAMS/SUPPLIES AN		71.11	
			195204906-0-4	CLASSROOM SUPPLIES/OT	702200037	18.99	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
10E070	1100 4000 50 000000			EDUCATION FUND/OAK TERRACE/REGULAR PROGRAMS/SUPPLIES AN		18.99	
			7351664564-0-1	SUPPLIES	5552200219	389.70	
10E200	2220 4000 50 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT		389.70	
1013040	SUNSET FOOD MART, INC.	04/19/2022	00169330	SNACKS FOR GREEN BAY PRESCHOOL	1202200018	301.50	2,166.64
10E120	1125 4000 16 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A		301.50	
			00170258	SNACKS FOR GREEN BAY PRESCHOOL	1202200018	741.50	
10E120	1125 4000 16 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A		741.50	
			00170772	SNACKS FOR GREEN BAY PRESCHOOL	1202200018	643.94	
10E120	1125 4000 16 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A		643.94	
			00171305	SNACKS FOR GREEN BAY PRESCHOOL	1202200018	479.70	
10E120	1125 4000 16 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A		479.70	
1013041	T MOBILE	04/19/2022	69958076004032022	MOBILE HOT SPOTS, (ESSER III)	5552200257	4,060.00	9,620.00
10E200	2220 3000 38 421000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		4,060.00	
			9695807603232022	MOBILE HOT SPOTS, (ESSER III)	5552200229	4,060.00	
10E200	2220 3000 38 421000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		4,060.00	
			97228284903212022	MOBILE HOT SPOTS, OPEN PO (ESSER III)	5552200023	1,500.00	
10E200	2220 3000 38 421000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		1,500.00	
1013042	TECH SYSTEMS, INC.	04/19/2022	320007	CAPITAL OUTLAY, NEW EQUIPMENT, NORTHWOOD SECURITY	5552200242	21,271.20	36,618.82
10E200	2220 5000 90 421000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C		21,271.20	
			320008	CAPITAL OUTLAY, NEW EQUIPMENT, OAK TERRACE SECURITY	5552200240	15,347.62	
10E200	2220 5000 90 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/CAPITAL OUTLAY/C		15,347.62	
1013043	THE MULCH CENTER	04/19/2022	246532	THE MULCH CENTER BPO	2502200030	750.00	1,201.50
20E200	2540 3283 89 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		750.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			247287	THE MULCH CENTER	2502200030	451.50	
				BPO			
20E200	2540 3283 89 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		451.50	
1013044	THE SHERWIN WILLIAMS COMPANY	04/19/2022	5375-0	PAINT SUPPLIES	2202200857	367.99	367.99
				FOR RED OAK			
				SCHOOL ORDERED BY			
				GREG OK TO PAY			
20E090	2540 4204 50 000000			OPERATIONS & MAINTENANCE FUND/RED OAK/OPER. & MAINT./PA		367.99	
1013045	THERAPY SHOPPE, INC.***	04/19/2022	381113	SUPPLIES/OT	702200114	59.43	59.43
10E070	1100 4000 50 000000			EDUCATION FUND/OAK TERRACE/REGULAR PROGRAMS/SUPPLIES AN		59.43	
1013046	THOMSON REUTERS - WEST	04/19/2022	845658461	PURCHASED	2122200002	457.60	915.20
				SERVICES			
10E200	1200 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/SPECIAL ED./PURCHASED SERV		457.60	
			845982150	PURCHASED	2122200002	457.60	
				SERVICES			
10E200	1200 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/SPECIAL ED./PURCHASED SERV		457.60	
1013047	TOUCH OF BEAUTY CARPETING+++	04/19/2022	31599	EMERGENCY;	2202200814	88.85	88.85
				MATERIALS FOR			
				VARIOUS LOATIONS			
				PER STAN; ROPPE			
				VINYL GLUE DOWN			
				REDUCER COLOR			
				BLACK AND			
				ULTRSTIK TAPE;			
				INVOICE NUMBER			
				31599; OK TO PAY			
20E200	2540 3211 31 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		88.85	
1013048	Vendor Continued Void	04/19/2022					0.00
1013049	TOWNSHIP HIGH SCHOOL DIST. 113	04/19/2022	187	FUEL FOR DISTRICT	2202200884	1,703.35	7,658.85
				VEHICLES FOR			
				DECEMBER 1, 2021			
				- DECEMBER 31,			
				2021; INVOICE			
				NUMBER 187; OK TO			
				PAY			
20E200	2540 4214 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		1,703.35	
			188	FUEL FOR DISTRICT	2202200885	3,032.99	
				VEHICLES FOR			
				JANUARY 1, 2022 -			
				JANUARY 31, 2022;			
				INVOICE NUMBER			
				188; OK TO PAY			
20E200	2540 4214 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		3,032.99	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			189	FUEL FOR DISTRICT VEHICLES FOR FEBRUARY 1, 2022 - FEBRUARY 28, 2022; INVOICE NUMBER 189; OK TO PAY	2202200886	2,922.51	
20E200	2540 4214 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		2,922.51	
1013050	Vendor Continued Void	04/19/2022					0.00
1013051	Vendor Continued Void	04/19/2022					0.00
1013052	Vendor Continued Void	04/19/2022					0.00
1013053	TRANE U.S. INC***	04/19/2022	11811589	HVAC/FILTERS/MOTOR SUPPLIES THROUGH JUNE 30, 2022; DISTRICT WIDE	2202200709	587.88	186,768.94
20E200	2540 4203 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		587.88	
			11818972	HVAC/FILTERS/MOTOR SUPPLIES THROUGH JUNE 30, 2022; DISTRICT WIDE	2202200709	83.57	
20E200	2540 4203 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		83.57	
			11849534	HVAC/FILTERS/MOTOR SUPPLIES THROUGH JUNE 30, 2022; DISTRICT WIDE	2202200709	1,697.68	
20E200	2540 4203 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		1,697.68	
			11862097	HVAC/FILTERS/MOTOR SUPPLIES THROUGH JUNE 30, 2022; DISTRICT WIDE	2202200709	2,996.96	
20E200	2540 4203 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		2,996.96	
			11870527	HVAC/FILTERS/MOTOR SUPPLIES THROUGH JUNE 30, 2022; DISTRICT WIDE	2202200709	173.35	
20E200	2540 4203 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		173.35	
			11928047	HVAC/FILTERS/MOTOR SUPPLIES THROUGH JUNE 30, 2022; DISTRICT WIDE	2202200709	66.30	
20E200	2540 4203 50 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		66.30	
			312469980	EDGEWOOD MIDDLE SCHOOL	2202101252	62,593.20	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				RENOVATIONS/TRANE CONTROLS \$1,080,515.00/DEDU CT -\$8,237.00/TOTAL: \$1,072,278.00/CO-O P INFORMATION/CO-OP NAME: OMNIA PARTNERS/CO-OP CONTRACT NUMBER: USC 15-JLP-023/CO-OP BID NUMBER: 30-191240-20-016			
62E200	2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		62,593.20	
			312527971	SCHEDULED ROOF TOP UNIT SERVICE AGREEMENT FOR NORTHWOOD MIDDLE SCHOOL (YEAR 2) APRIL 1, 2022 THROUGH MARCH 31,2023; PROPOSAL ID 3008216; OK TO PAY	2202200882	31,817.00	
20E200	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		31,817.00	
			312529796	IAQ SUPPORT SERVICE AGREEMENT (YEAR 2) APRIL 1, 2022 THROUGH MARCH 31, 2023; PROPOSAL ID 3018478, QUOTE NUMBER 30-191240-21-005, CO-OP CONTRACT NUMBER USC 15-JLP-023; OK TO PAY	2202200881	86,753.00	
20E200	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		86,753.00	
1013054	UCP SEQUIN / INFINITEC	04/19/2022	TW8	PROFESSIONAL DEVELOPMENT - KELLY SMITH-NOVAK - OCT/NOV 2021	2122200299	40.00	40.00
10E200	2210 3000 35 462000			EDUCATION FUND/DISTRICT WIDE/IMPROVE INSTR./PURCHASED S		40.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
1013055	ULINE***	04/19/2022	144025056	MARY ANN NEED TO ORDER 15 Q OF CORRUGATED BOXES FOR SORTING & RECYCLING DELIVER TO #106 LINCOLN (IT DEPTO WILL PAID FOR) OK TO PAY	2202200711	203.19	703.69
10E200	2220 4000 50 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/SUPPLIES AND MAT		203.19	
			146559433	250 BOXES; GOING SEND DONATED ITEMS TO UKRAINE; ORDER PER MIKE AND CHARLIE.	2202200845	500.50	
20E200	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		500.50	
1013056	ULTIMATE SCREEN PRINTING	04/19/2022	1563	STUFF SUPPLIES	902200076	57.50	57.50
10E090	1100 4000 50 000000			EDUCATION FUND/RED OAK/REGULAR PROGRAMS/SUPPLIES AND MA		57.50	
1013057	United Rentals (North America)	04/19/2022	203895023-001	MONTHLY INVOICE FOR SHERWOOD (RENT CONTAINER) SS FROM 3/8/22 TO 4/5/22 OK TO PAY	2202200823	184.00	184.00
20E100	2540 3000 32 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./P		184.00	
1013058	VARITRONICS	04/19/2022	PSI-141182	BR/POSTER MAKER PARTS FOR TEACHER USAGE	102200087	437.19	437.19
10E010	1100 3000 38 000000			EDUCATION FUND/BRAESIDE/REGULAR PROGRAMS/PURCHASED SERV		437.19	
1013059	VISO GRAPHICS	04/19/2022	231673	NORTH SHORE SD 112 1ST MAILING ENVELOPES INV #231673 NEWSLETTER - NORTH SHORE SD 112 INV #231770	2502200314	4,296.38	8,626.27
10E200	2310 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/BOARD OF ED./PURCHASED SER		4,296.38	
			231770	NORTH SHORE SD 112 1ST MAILING ENVELOPES INV #231673 NEWSLETTER - NORTH SHORE SD 112 INV #231770	2502200314	4,329.89	
10E200	2310 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/BOARD OF ED./PURCHASED SER		4,329.89	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
1013060	WAREHOUSE DIRECT***	04/19/2022	5182024-1	CLASSROOM SUPPLY ORDER FOR BINGHAM/NB/NW	602200153	14.66	533.85
10E060	1100 4000 50 000000			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/SUPPLIES AND		14.66	
			5193306-0	OFFICE/OT	702200120	509.54	
10E070	1100 4000 50 000000			EDUCATION FUND/OAK TERRACE/REGULAR PROGRAMS/SUPPLIES AN		509.54	
			5193306-1	OFFICE/OT	702200120	6.33	
10E070	1100 4000 50 000000			EDUCATION FUND/OAK TERRACE/REGULAR PROGRAMS/SUPPLIES AN		6.33	
			5193306-2	OFFICE/OT	702200120	3.32	
10E070	1100 4000 50 000000			EDUCATION FUND/OAK TERRACE/REGULAR PROGRAMS/SUPPLIES AN		3.32	
1013061	MEGAN WELLS	04/19/2022	03092022	PAYMENT DUE TO STORIES FROM IRELAND FOR PERFORMANCE AT ROOTS FEST ON MARCH 17, 2022 VIA OPPORTUNITY GRANT/AC/NW	602200189	250.00	250.00
10E200	1100 3000 38 192004			EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/PURCHASED		250.00	
1013062	WEST MUSIC***	04/19/2022	SI2120553	BR/NEW MUSIC PINS, PARTS, TUBING, MALLETS TO REPAIR INSTRUMENTS FOR STUDENT USE	102200062	61.00	61.00
10E010	1100 4000 63 000000			EDUCATION FUND/BRAESIDE/REGULAR PROGRAMS/SUPPLIES AND M		61.00	
1013063	WIGHT & COMPANY	04/19/2022	180038-030	PROFESSIONAL ARCHITECT SERVICES FOR EDGEWOOD ADDITIONS AND RENOVATIONS FOR THE PERIOD ENDING FEBRUARY 28, 2022; INVOICE NUMBER 180038-030; PROJECT NUMBER 180038; OK TO PAY	2202200875	30,745.00	45,462.50
62E200	2540 5000 96 000000			EDGEWOOD CONSTRUCTION ACCOUNT/DISTRICT WIDE/OPER. & MAI		30,745.00	
			210091-002	PROJECT 210091 PROFESSIONAL SERVICES FOR THE	2502200317	14,717.50	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				PERIOD THROUGH 03/31/2022 INVOICE 210091-002			
10E200 2310 3000 38 000000				EDUCATION FUND/DISTRICT WIDE/BOARD OF ED./PURCHASED SER		14,717.50	
1013064	WILSON LANGUAGE TRAINING CORP.	04/19/2022	1911395	WILSON LANGUAGE TRAINING MATERIALS - STUDENT/TEACHER SUPPLIES	2122200134	1,202.80	1,202.80
10E200 1100 4000 65 462000				EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/SUPPLIES		1,202.80	
1013065	Vendor Continued Void	04/19/2022					0.00
1013066	Vendor Continued Void	04/19/2022					0.00
1013067	Vendor Continued Void	04/19/2022					0.00
1013068	Vendor Continued Void	04/19/2022					0.00
1013069	Vendor Continued Void	04/19/2022					0.00
1013070	Vendor Continued Void	04/19/2022					0.00
1013071	WILLSCOT/WILLIAMS SCOTSMAN	04/19/2022	9013505095	BLANKET ORDER; MOBILE LEASE AGREEMENTS WILL BE FOR A MINIMUM OF 24 MONTHS FOR AN APPROXIMATE TOTAL AMOUNT OF \$693,298.33 (WAS \$836,706.66 - \$143,408.33(PO 2202101493)FOR THE DEPOSIT = \$693,298.33) FOR ELM PLACE & SHERWOOD	2202200280	2,697.00	31,638.22
20E200 2540 3000 38 000000				OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		2,697.00	
			9013505097	BLANKET ORDER; MOBILE LEASE AGREEMENTS WILL BE FOR A MINIMUM OF 24 MONTHS FOR AN APPROXIMATE TOTAL AMOUNT OF \$693,298.33 (WAS \$836,706.66 - \$143,408.33(PO 2202101493)FOR THE DEPOSIT = \$693,298.33) FOR ELM PLACE &	2202200280	2,763.45	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E200	2540 3000 38 000000			SHERWOOD OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		2,763.45	
			9013505098	BLANKET ORDER; MOBILE LEASE AGREEMENTS WILL BE FOR A MINIMUM OF 24 MONTHS FOR AN APPROXIMATE TOTAL AMOUNT OF \$693,298.33 (WAS \$836,706.66 - \$143,408.33(PO 2202101493)FOR THE DEPOSIT = \$693,298.33) FOR ELM PLACE & SHERWOOD	2202200280	3,507.00	
20E200	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		3,507.00	
			9013505100	BLANKET ORDER; MOBILE LEASE AGREEMENTS WILL BE FOR A MINIMUM OF 24 MONTHS FOR AN APPROXIMATE TOTAL AMOUNT OF \$693,298.33 (WAS \$836,706.66 - \$143,408.33(PO 2202101493)FOR THE DEPOSIT = \$693,298.33) FOR ELM PLACE & SHERWOOD	2202200280	3,507.00	
20E200	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		3,507.00	
			9013505101	BLANKET ORDER; MOBILE LEASE AGREEMENTS WILL BE FOR A MINIMUM OF 24 MONTHS FOR AN APPROXIMATE TOTAL AMOUNT OF \$693,298.33 (WAS \$836,706.66 - \$143,408.33(PO 2202101493)FOR THE DEPOSIT = \$693,298.33) FOR	2202200280	3,507.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E200	2540 3000 38 000000			ELM PLACE & SHERWOOD OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		3,507.00	
			9013505102	BLANKET ORDER; MOBILE LEASE AGREEMENTS WILL BE FOR A MINIMUM OF 24 MONTHS FOR AN APPROXIMATE TOTAL AMOUNT OF \$693,298.33 (WAS \$836,706.66 - \$143,408.33(PO 2202101493)FOR THE DEPOSIT = \$693,298.33) FOR ELM PLACE & SHERWOOD	2202200280	3,507.00	
20E200	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		3,507.00	
			9013557275	BLANKET ORDER; MOBILE LEASE AGREEMENTS WILL BE FOR A MINIMUM OF 24 MONTHS FOR AN APPROXIMATE TOTAL AMOUNT OF \$693,298.33 (WAS \$836,706.66 - \$143,408.33(PO 2202101493)FOR THE DEPOSIT = \$693,298.33) FOR ELM PLACE & SHERWOOD	2202200280	4,066.58	
20E200	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		4,066.58	
			9013557276	BLANKET ORDER; MOBILE LEASE AGREEMENTS WILL BE FOR A MINIMUM OF 24 MONTHS FOR AN APPROXIMATE TOTAL AMOUNT OF \$693,298.33 (WAS \$836,706.66 - \$143,408.33(PO 2202101493)FOR THE DEPOSIT =	2202200280	3,915.19	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				\$693,298.33) FOR ELM PLACE & SHERWOOD			
20E200	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		3,915.19	
			9013557277	BLANKET ORDER; MOBILE LEASE AGREEMENTS WILL BE FOR A MINIMUM OF 24 MONTHS FOR AN APPROXIMATE TOTAL AMOUNT OF \$693,298.33 (WAS \$836,706.66 - \$143,408.33(PO 2202101493)FOR THE DEPOSIT = \$693,298.33) FOR ELM PLACE & SHERWOOD	2202200280	4,168.00	
20E200	2540 3000 38 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		4,168.00	
1013072	XEROX FINANCIAL SERVICES	04/19/2022	3139184	COPIER EXPENSE - DISTRICT WIDE - OPEN PO - FY22	5552200074	233.47	14,820.89
10E200	2220 3000 03 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		233.47	
			3164502	COPIER EXPENSE - DISTRICT WIDE - OPEN PO - FY22	5552200074	14,587.42	
10E200	2220 3000 03 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		14,587.42	
1013073	ZORO	04/19/2022	INV10796820	(6) BOXES OF 3251 ARMSTRONG CEILING TILE FOR INDIAN TRAIL	2202200839	1,274.95	1,654.88
20E040	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		1,274.95	
			INV10858257	SUPPLIES FOR SHOP STOCK; ORDERED FOR DAN DALPONTE.	2202200861	379.93	
20E200	2540 4000 65 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		379.93	
			212	Computer	Check(s) For a Total of		3,453,887.65

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
202100106	ALLIED BENEFIT SYSTEMS	04/15/2022	0000472402	20221-22 BENEFIT PREMIUM FLEXSPEND	2502200302	486.00	486.00
10E200	2610 2220 22 000000			EDUCATION FUND/DISTRICT WIDE/DISTRICT BENEFITS/MEDICAL		486.00	
				1 Wire Transfer Check(s) For a Total of			486.00

	0	Manual	Checks For a Total of	0.00
	1	Wire Transfer	Checks For a Total of	486.00
	0	ACH	Checks For a Total of	0.00
	212	Computer	Checks For a Total of	3,453,887.65
Total For	213	Manual, Wire Tran,	ACH & Computer Checks	3,454,373.65
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	3,454,373.65

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION FUND	0.00	0.00	889,953.78	889,953.78
15	FOOD SERVICE	0.00	0.00	74,033.11	74,033.11
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	616,647.45	616,647.45
30	DEBT SERVICE (Bond & Interest)	0.00	0.00	475.00	475.00
40	TRANSPORTATION FUND	0.00	0.00	82,308.14	82,308.14
62	EDGEWOOD CONSTRUCTION ACCOUNT	0.00	0.00	1,790,342.15	1,790,342.15
99	ACTIVITY FUND	614.02	0.00	0.00	614.02

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
212200227	MELISSA COUGHLIN	03/15/2022	03012022	MILEAGE REIMBURSEMENT FOR TEACHER TRAVEL/MC/NW	602200176	36.86	36.86
10E060	1100 3000 30 000000			EDUCATION FUND/NORTHWOOD/REGULAR PROGRAMS/PURCHASED SER		36.86	
				1 ACH	Check(s) For a Total of		36.86

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	1	ACH	Checks For a Total of	36.86
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	36.86
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	36.86

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION FUND	0.00	0.00	36.86	36.86

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
212200228	TAMARA NEGRON VELEZ	03/22/2022	0207-02112022	GENERAL SUPPLIES	1202200066	174.77	174.77
	10E120 1125 4000 50 000000			EDUCATION FUND/GREEN BAY SCHOOL/PREK REGULAR/SUPPLIES A		174.77	
212200229	MATTHEW DALE PRINS	03/22/2022	102021122021	MILEAGE	5552200228	608.27	608.27
	10E200 2220 3000 30 000000			REIMBURSEMENT			
				EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PURCHASED SERVIC		608.27	
				2 ACH	Check(s) For a Total of		783.04

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	2	ACH	Checks For a Total of	783.04
	0	Computer	Checks For a Total of	0.00
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	783.04
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	783.04

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION FUND	0.00	0.00	783.04	783.04

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
212200234	JESSICA SHARE	03/29/2022	03092022	TRAVEL MILEAGE	902200079	26.66	26.66
				REIMBURSEMENT			
10E090	1100 3000 30 000000			EDUCATION FUND/RED OAK/REGULAR PROGRAMS/PURCHASED SERVI		26.66	
				1 ACH	Check(s) For a Total of		26.66

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
1012850	CITY OF HIGHLAND PARK	03/29/2022	0072303052022	WATER BILL FOR NORTHWOOD,WAYNE THOMAS AND A LAND SS FROM 12/1/21 TO 2/28/22 OK TO PAY	2202200838	4,021.91	4,021.91
20E200	2540 3000 44 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		250.51	
20E060	2540 3000 44 000000			OPERATIONS & MAINTENANCE FUND/NORTHWOOD/OPER. & MAINT./		2,072.38	
20E110	2540 3000 44 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		1,699.02	
1012851	CITY OF HIGHWOOD	03/29/2022	003001790003082022	SEWER & WATER BILL FOR OAK TERRACE SS FROM DEC 10 TO FEB 10,2022 OK TO PAY	2202200834	2,802.65	2,802.65
20E070	2540 3000 44 000000			OPERATIONS & MAINTENANCE FUND/OAK TERRACE/OPER. & MAINT		2,802.65	
1012852	COMCAST BUSINESS+++	03/29/2022	141446360	DISTRICT WIDE INTERNET SERVICE - OPEN PO - FY22	5552200038	16,822.80	16,822.80
10E200	2220 3261 42 000000			EDUCATION FUND/DISTRICT WIDE/ED. MEDIA/PHONE SECURITY/N		16,822.80	
1012853	Vendor Continued Void	03/29/2022					0.00
1012854	LAKESHORE RECYCLING SYSTEMS	03/29/2022	0004905016	TRASH RECYCLE SERVICES FOR: BRAE,EP,RAV,SHER,I T,RO,WT,GB,WHAREHO USE NW,LINC, PLUS WT FROM NOV INVOICE SS FROM JANUARY 2022, WE JUST RECEIVED IT TODAY. OK TO PAY	2202200851	4,121.86	4,944.43
20E200	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		78.03	
20E010	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/BRAESIDE/OPER. & MAINT./P		368.27	
20E030	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/ELM PLACE/OPER. & MAINT./		542.79	
20E040	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/INDIAN TRAIL/OPER. & MAIN		453.39	
20E050	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/LINCOLN/OPER. & MAINT./PU		74.12	
20E060	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/NORTHWOOD/OPER. & MAINT./		480.34	
20E080	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/RAVINIA/OPER. & MAINT./PU		280.90	
20E090	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/RED OAK/OPER. & MAINT./PU		383.13	
20E100	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./P		203.92	
20E110	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		510.26	
20E120	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/GREEN BAY SCHOOL/OPER. &		746.71	
			0004913039	EXTRA RECYCLING FOR OAK TERRACE SHOOL INV# 4913039 SS ON FEBRUARY 2022 OK	2202200818	822.57	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				TO PAY			
20E070	2540 3000 86 000000			OPERATIONS & MAINTENANCE FUND/OAK TERRACE/OPER. & MAINT		822.57	
1012855	NORTH SHORE WATER RECLAMATION	03/29/2022	4746057	INVOICES SERVICES FOR : NW,WT,SHER,RO SS FROM 8/16/21 TO 11/16/21 OK TO PAY	2202200817	1,342.11	1,342.11
20E060	2540 3000 44 000000			OPERATIONS & MAINTENANCE FUND/NORTHWOOD/OPER. & MAINT./		307.29	
20E090	2540 3000 44 000000			OPERATIONS & MAINTENANCE FUND/RED OAK/OPER. & MAINT./PU		189.26	
20E100	2540 3000 44 000000			OPERATIONS & MAINTENANCE FUND/SHERWOOD/OPER. & MAINT./P		362.23	
20E110	2540 3000 44 000000			OPERATIONS & MAINTENANCE FUND/WAYNE THOMAS/OPER. & MAIN		483.33	
1012856	NORTH SHORE GAS	03/29/2022	0602390086-00013-	NORTH HORE GAS BILL FOR WHAREHOUSE (IT) RECEIVE THE INVOICE TODAY 3/29/22 DUE DATE 4/4/22 OK TO PAY (ASAP)	2202200854	925.33	925.33
20E200	2540 4000 68 000000			OPERATIONS & MAINTENANCE FUND/DISTRICT WIDE/OPER. & MAI		925.33	
1012857	VISO GRAPHICS	03/29/2022	231743	POSTAGE- NORTH SHORE 112 LIKELY- FCM PERMIT 2198 POSTAGE- NORTH SHORE 112 NOT LIKELY - FCM PERMIT 2198	2502200310	5,180.50	5,180.50
10E200	2310 3000 38 000000			EDUCATION FUND/DISTRICT WIDE/BOARD OF ED./PURCHASED SER		5,180.50	
			8	Computer	Check(s) For a Total of		36,039.73

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	1	ACH	Checks For a Total of	26.66
	8	Computer	Checks For a Total of	36,039.73
Total For	9	Manual, Wire Tran, ACH & Computer	Checks	36,066.39
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	36,066.39

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION FUND	0.00	0.00	22,029.96	22,029.96
20	OPERATIONS & MAINTENANCE FUND	0.00	0.00	14,036.43	14,036.43

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
212200235	BILL STEINBACH	04/06/2022	18052553	FOR ROBOTICS PROGRAM LEGO REPLACEMENT PIECE REIMBURSEMENT TO BILL STEINBACH	2502200320	58.97	58.97
10E200 1100 4000 50 192004				EDUCATION FUND/DISTRICT WIDE/REGULAR PROGRAMS/SUPPLIES		58.97	
				1 ACH	Check(s) For a Total of		58.97

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	1	ACH	Checks For a Total of	58.97
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	58.97
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	58.97

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION FUND	0.00	0.00	58.97	58.97

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
212200236	CHERIE GREENWOOD	04/06/2022	03312022	MILEAGE	5552200248	169.30	169.30
				1 ACH	Check(s) For a Total of		169.30

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	1	ACH	Checks For a Total of	169.30
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	169.30
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	169.30

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION FUND	0.00	0.00	169.30	169.30

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
2000793	AMAZON	04/19/2022	1DCD-61PH-FNWT	Enrichment supplies	402200129	39.60	113.07
99L000	9700 0000 00 000000		IT Enrichment/NS			39.60	
			1YM4-YFKN-T9TF	ECOLOGY CLUB SUPPLIES/OT	702200086	73.47	
99L000	9108 0000 00 000000		Oak Terrace Eco Club/NS			73.47	
2000794	HIGHLAND PARK HIGH SCHOOL	04/19/2022	03102022	HPHS CHARITY DRIVE/IG/NW	602200179	5,000.00	12,716.56
99L000	9038 0000 00 000000		NORTHWOODS STUDENT COUNCIL/NS			5,000.00	
			03152022	HPHS CHARITY DRIVE CHECK/EW	202200149	7,716.56	
99L000	9708 0000 00 000000		EW STUDENT COUNCIL/NS			7,716.56	
2000795	IGNACIO DOMINGUEZ	04/19/2022	03152022	GENERAL SUPPLIES	1202200068	600.00	600.00
99L000	9051 0000 00 000000		GREEN BAY ACTIVITY/NS			600.00	
2000796	IMAGES ALIVE LTD	04/19/2022	15324	MUSICAL T-SHIRTS/EW	202200153	440.28	440.28
99L000	9003 0000 00 000000		EDGEWOOD EVENTS/NS			440.28	
2000797	KINASTHETICS. INC	04/19/2022	2644	MUSICAL/OT	702200119	3,096.00	3,096.00
99L000	9079 0000 00 000000		OAK TERRACE SCHOOL MUSICAL/NS			3,096.00	
2000798	MUSIC THEATRE INTERNATIONAL***	04/19/2022	085262-1	SCHOOL MUSICAL/OT	702200090	735.00	2,017.50
99L000	9079 0000 00 000000		OAK TERRACE SCHOOL MUSICAL/NS			735.00	
			761765-1	PLAY KIT SUPPLIES/EW	202200074	1,282.50	
99L000	9705 0000 00 000000		EW PLAY/NS			1,282.50	
			6	Computer	Check(s) For a Total of		18,983.41

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	6	Computer	Checks For a Total of	18,983.41
Total For	6	Manual, Wire Tran, ACH & Computer	Checks	18,983.41
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	18,983.41

FUND SUMMARY

Fund	Description	Balance Sheet	Revenue	Expense	Total
99	ACTIVITY FUND	18,983.41	0.00	0.00	18,983.41

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*****  
                                REPORT SPECIFICATIONS  
DISTRICT:      NORTH SHORE SCHOOL DISTRICT 112  
REPORT TITLE:  
PROGRAM NAME:  fin/3apcc12.  TIME:      11:30:27 AM  
COPIES:        1              LPI:      6  
RUN ON SERVER: yes           CREATE ASCII FILE: NO  
*****
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Begin Date: 02/01/2022

Through Date: 02/28/2022

Page Break: no

<u>District Card Name</u>	<u>Trans Date</u>	<u>Transaction Description</u>	<u>Where Used</u>	<u>Amount</u>
Nicholas Glenn	02/28/2022	NICHOLAS GLEN	FACEBK VLWPCBFP32	474.40
	02/28/2022	NICHOLAS GLEN	UPWORK -455597407REF	66.95
	02/23/2022	NICHOLAS GLEN	ADOBE RECEIPT	29.99
	02/23/2022	STATE GRAPHICS	STATE GRAPHICS	700.00
	02/22/2022	UPWORK RECEIPT 2	UPWORK -454908981REF	10.30
	02/21/2022	DRI MAXON COMPUTER	DRI MAXON COMPUTER	149.00
	02/21/2022	UPWORK RECEIPT453285006	UPWORK RECEIPT-453285006	128.75
	02/18/2022	NICHOLAS GLEN	MOTION ARRAY MONTHLY	29.99
	02/17/2022	NICHOLAS GLEN	UPWORK -453285006REF	128.75
	02/16/2022	NICHOLAS GLEN	FEDEX OFFIC36300036335	119.06
	02/09/2022	NICHOLAS GLEN	JOURNAL SENTINEL	5,000.00
	02/09/2022	JOURNALSENTINEL510	JOURNAL SENTINEL	510.00
	02/09/2022	JOURNALSENTINELJS35000 RECEIPT	JOURNAL SENTINEL	5,000.00
	02/09/2022	NICHOLAS GLEN	JOURNAL SENTINEL	5,000.00
	02/07/2022	STATE GRAPHICS	STATE GRAPHICS	1,469.16
	02/02/2022	NICHOLAS GLEN	STAPLES 00116616	124.19
	02/02/2022	TARGET RECEIPT	TARGET 00011684	21.99
	02/01/2022	ADOBE CREATIVE CLOUD RECEIPT	ADOBE CREATIVE CLOUD	31.86
	02/01/2022	STAPLES RECEIPT	STAPLES 00116616	41.53
			Total Credit Card Amount	19,035.92
Jamie Kahn	02/15/2022	Valentine's Day Treat for Staff	MARIANOS #533	69.03
			Total Credit Card Amount	69.03
Red Oak1	02/21/2022	NICOLE BELLINI	FTD.COM	100.43
	02/14/2022	NICOLE BELLINI	JEWEL OSCO 3459	20.31
	02/14/2022	NICOLE BELLINI	SAMSCLUB #6228	20.92
			Total Credit Card Amount	141.66
Susana Rabin	02/04/2022	SUSANA RABIN	DUNKIN #352356	55.96
			Total Credit Card Amount	55.96
Efrain Martinez	02/28/2022	EFRAIN MARTINEZ	CLUCKERS CHARCOAL CHIC	142.76
	02/24/2022	EFRAIN MARTINEZ	HIGHLAND POP LTD	757.50
	02/16/2022	EFRAIN MARTINEZ	AMERICAN OUTFITTERS LT	270.00
	02/15/2022	EFRAIN MARTINEZ	AMERICAN OUTFITTERS LT	214.00
	02/14/2022	EFRAIN MARTINEZ	AMERICAN O NORTHWOOD	-292.95
	02/10/2022	EFRAIN MARTINEZ	AMERICAN O NORTHWOOD	292.95
	02/08/2022	EFRAIN MARTINEZ	SMARTSIGN	469.00
			Total Credit Card Amount	1,853.26

<u>District Card Name</u>	<u>Trans Date</u>	<u>Transaction Description</u>	<u>Where Used</u>	<u>Amount</u>
Lilli Melamed	02/14/2022	valentines	JEWEL OSCO 3459	18.50
	02/14/2022	tutoring snacks	TARGET 00013854	54.94
	02/11/2022	supplies for student council event	PARTY CITY 5266	70.70
	02/07/2022	meeting lunch	PANERA BREAD #204019 O	64.79
	02/01/2022	yearly subscription	CALENDLY	96.00
			Total Credit Card Amount	304.93
Javier Herrera	02/28/2022	JAVIER HERRERA	SUPPLYHOUSE.COM	92.08
			Total Credit Card Amount	92.08
James Bock	02/17/2022	JAMES BOCK	CRAFTWOOD LUMBER & HAR	6.99
	02/17/2022	JAMES BOCK	USPS PO 1636120040	39.88
	02/16/2022	JAMES BOCK	USPS PO 1636120040	14.76
	02/11/2022	JAMES BOCK	CRAFTWOOD LUMBER & HAR	29.57
	02/10/2022	JAMES BOCK	THE HOME DEPOT #1926	129.00
	02/09/2022	JAMES BOCK	THE HOME DEPOT #1926	25.96
	02/09/2022	JAMES BOCK	USPS PO 1636120040	29.52
	02/08/2022	JAMES BOCK	USPS PO 1636120040	14.76
	02/02/2022	JAMES BOCK	CRAFTWOOD LUMBER & HAR	1.89
			Total Credit Card Amount	292.33
Accounts Payable1	02/09/2022	ACCOUNTS PAYABLE	ILLINOIS ASSOCIATION O	1,170.00
			Total Credit Card Amount	1,170.00
DirOfLanguage3	02/28/2022	LINDSEY ROSE	DUNKIN #352356 TITLE 1 PARENT SUPPORT	20.99
	02/28/2022	TITLE 3 SUPPLIES	ONCE UPON A BAGEL	49.50
	02/28/2022	LINDSEY ROSE	TARGET 00011684	64.66
	02/24/2022	TITLE 3 PD	TST MICHAEL S GRILL &	73.93
	02/21/2022	TITLE 3 INSTRUCTIONAL MATERIALS	CANVA I03335-24098919	119.99
	02/17/2022	TITLE 3 GEN SUPPLIES	AMAZON.COM 8S7WS57P3 A	45.64
	02/17/2022	TITLE 3 GEN SUPPLIES	AMZN MKTP US 905LQ1003	130.37
	02/17/2022	TITLE 3 PD	TST MICHAEL S GRILL &	62.85
			Total Credit Card Amount	567.93
Individual Learning	02/14/2022	INDIVIDUAL LEARNING	JEWEL OSCO 3459	49.97
	02/03/2022	INDIVIDUAL LEARNING	WHOLEFDS DRF 10116	40.71
			Total Credit Card Amount	90.68
Wayne Thomas1	02/23/2022	MICHAEL RODRIGO	PANERA BREAD #204019 P	49.39

<u>District Card Name</u>	<u>Trans Date</u>	<u>Transaction Description</u>	<u>Where Used</u>	<u>Amount</u>
	02/18/2022	MICHAEL RODRIGO	VISTAPR VISTAPRINT.COM	83.76
	02/15/2022	MICHAEL RODRIGO	MARIANOS #542	29.33
	02/09/2022	MICHAEL RODRIGO	VISTAPR VISTAPRINT.COM	83.75
	02/04/2022	MICHAEL RODRIGO	WAL-MART #1404	52.07
			Total Credit Card Amount	298.30
Superintendent Admin	02/28/2022	LUNCH INTERVIEW TEAM	PANERA BREAD #204019 O	127.52
	02/23/2022	DINNER ADMIN. MEETING	12 - EC - LOU MALNATIS	176.25
			Total Credit Card Amount	303.77
Green Bay Principal	02/14/2022	CHELSEY MAXWELL	TARGET 00008334	82.79
	02/14/2022	CHELSEY MAXWELL	FOOD BOUGHT FOR STAFF RECOGNITION FROM NOTHING BUNDT CAKES	107.50
			Total Credit Card Amount	190.29
Ravinia Principal	02/17/2022	COURTNEY NORDSTROM	ULTIMATESCREENPRINTING	1,604.00
			Total Credit Card Amount	1,604.00
Edgewood School	02/28/2022	EDGEWOOD SCHOOL	PARTY CITY 5256	74.69
	02/28/2022	EDGEWOOD SCHOOL	WINGS RESALE - SCHAUMB	36.45
	02/17/2022	EDGEWOOD SCHOOL	JEWEL OSCO 3459	85.88
	02/17/2022	EDGEWOOD SCHOOL	TARGET 00011684	56.81
	02/15/2022	EDGEWOOD SCHOOL	PANERA BREAD #204412 O	363.23
	02/14/2022	EDGEWOOD SCHOOL	DOLLARTREE	18.75
	02/14/2022	EDGEWOOD SCHOOL	DUNKIN #352356	106.75
	02/08/2022	EDGEWOOD SCHOOL	THE HOME DEPOT #1926	45.79
	02/07/2022	EDGEWOOD SCHOOL	THE HOME DEPOT 1926	374.16
	02/01/2022	EDGEWOOD SCHOOL	TARGET 00011684	134.67
			Total Credit Card Amount	1,297.18
Student Services	02/28/2022	HOLLY COLIN	HEGGERTY LITERACY RES	-8.80
	02/28/2022	HOLLY COLIN	HEGGERTY LITERACY RES	96.79
	02/28/2022	HOLLY COLIN	UNITED 01623911517922	-365.20
	02/28/2022	HOLLY COLIN	UNITED 01699695975235	-30.00
	02/28/2022	HOLLY COLIN	UNITED 01699695975246	-30.00
	02/23/2022	HOLLY COLIN	EZCATERSUBWAY	227.18
	02/21/2022	HOLLY COLIN	APPLE.COM/BILL	0.99
	02/21/2022	HOLLY COLIN	BACKYARD GRILL	35.43
	02/18/2022	HOLLY COLIN	THE UPS STORE 1714	116.22
	02/17/2022	HOLLY COLIN	APPLE.COM/BILL	299.99

<u>District Card Name</u>	<u>Trans Date</u>	<u>Transaction Description</u>	<u>Where Used</u>	<u>Amount</u>
	02/16/2022	HOLLY COLIN	OSMO	536.40
	02/15/2022	HOLLY COLIN	WESTERN PSYCHOLOGICAL	71.50
	02/10/2022	HOLLY COLIN	SUBWAY 5824	205.97
	02/08/2022	HOLLY COLIN	AWL PEARSON EDUCATION	100.00
	02/07/2022	HOLLY COLIN	EXPANDING EXPRESSION	126.00
	02/07/2022	HOLLY COLIN	READ NATURALLY INC	174.00
	02/07/2022	HOLLY COLIN	UNITED 01699695975213	30.00
	02/07/2022	HOLLY COLIN	UNITED 01699695975224	30.00
	02/07/2022	HOLLY COLIN	UNITED 01699695975235	30.00
	02/07/2022	HOLLY COLIN	UNITED 01699695975246	30.00
	02/04/2022	HOLLY COLIN	APPLE.COM/BILL	19.96
	02/01/2022	HOLLY COLIN	APPLE.COM/BILL	14.85
	02/01/2022	HOLLY COLIN	SP MHS: MULTI-HEALTH	21.25
			Total Credit Card Amount	1,732.53
Technology	02/28/2022	ZOOM MONTHLY FEE	ZOOM.US 888-799-9666	2,080.00
	02/25/2022	iMAC REPAIR, STEM LAB	APPLE STORE #R141	99.00
	02/21/2022	iCLOUD STORAGE, 1 MONTH	APPLE.COM/BILL	2.99
	02/21/2022	32" OFFICE TV/MONITOR	CDW GOVT #S370755	249.56
	02/17/2022	VIDEO STREAMING SERVICE	VMO VIMEO PREMIUM	900.00
	02/16/2022	USBC TO HDMI ADAPTERS	STAPLS7350157633000001	58.98
	02/14/2022	PROJECT MANAGEMENT SOFTWARE	ASANA.COM	457.35
	02/14/2022	SIBELIUS SUPPORT, 1 YEAR	GUITAR CENTER #337	580.02
	02/14/2022	USBC TO HDMI CABLES	STAPLS7350200544000001	67.38
	02/10/2022	REFUND, SALES TAX	DRI LOGITECH STORE	-5.00
	02/10/2022	ADD DISTRICT OFFICE TO TWEETBEAM SUBSCRIPTION	PAYPAL TWEETBEAMBV	100.00
	02/10/2022	TWEETBEAM YEARLY SUBSCRIPTION, 10 SCHOOLS	PAYPAL TWEETBEAMBV	899.00
	02/07/2022	REPAIR PARTS, LOGITECH CRAYONS	DRI LOGITECH STORE	84.97
	02/02/2022	SPARE LOANER PROJECTOR	CDW GOVT #R626508	2,914.00
	02/02/2022	ADD NEW TEAM MEMBER TO SLACK	SLACK T011Q2MJMLZ	41.20
			Total Credit Card Amount	8,529.45
Teaching & Learning	02/28/2022	KEVIN RYAN	PAYPAL BOXCARSEDUC	280.00
	02/28/2022	KEVIN RYAN	PDX	374.50
	02/28/2022	KEVIN RYAN	SQ TOOLS 4 READING	660.00
	02/28/2022	KEVIN RYAN	STAPLS7350393724001001	-10.51
	02/25/2022	KEVIN RYAN	APPLE.COM/US	9.72
	02/25/2022	KEVIN RYAN	APPLE.COM/US	20.52
	02/25/2022	KEVIN RYAN	FLINN SCIENTIFIC INC	247.50

<u>District Card Name</u>	<u>Trans Date</u>	<u>Transaction Description</u>	<u>Where Used</u>	<u>Amount</u>
	02/24/2022	KEVIN RYAN	DELTAEDUCATION.COM	160.64
	02/24/2022	KEVIN RYAN	SQ TOOLS 4 READING	900.00
	02/21/2022	KEVIN RYAN	STAPLS7348049636001001	-194.40
	02/17/2022	KEVIN RYAN	STAPLS7350393724000001	166.95
	02/17/2022	KEVIN RYAN	STAPLS7350393724000002	4.19
	02/14/2022	KEVIN RYAN	ASCD	169.00
	02/09/2022	KEVIN RYAN	CROWN AWARDS INC	160.83
	02/09/2022	KEVIN RYAN	LEARNING WITHOUT TEARS	230.45
	02/07/2022	KEVIN RYAN	EDWEEK PREMIUM DIGITAL	35.00
	02/04/2022	KEVIN RYAN	THE MATH LEARNING CENT	35.00
			Total Credit Card Amount	3,249.39
Indian Trail	02/28/2022	MARIA GRABLE	APPLE.COM/BILL	4.99
	02/28/2022	MARIA GRABLE	MARIANOS #532	125.58
	02/28/2022	MARIA GRABLE	PARTY CITY BOPIS	-98.81
	02/25/2022	MARIA GRABLE	REALLY GREAT READING C	453.60
	02/24/2022	MARIA GRABLE	PARTY CITY BOPIS	98.81
	02/24/2022	MARIA GRABLE	REALLY GREAT READING C	50.95
	02/23/2022	MARIA GRABLE	UPPER CRUST BAGELS	131.42
	02/14/2022	MARIA GRABLE	ONCE UPON A BAGEL	17.87
	02/14/2022	MARIA GRABLE	SPOTIFY USA	9.99
	02/14/2022	MARIA GRABLE	TST NOTHING BUNDT CAK	151.11
	02/11/2022	MARIA GRABLE	RUSHORDERT RUSHORDERT	426.10
	02/11/2022	MARIA GRABLE	RUSHORDERT RUSHORDERT	341.25
	02/09/2022	MARIA GRABLE	EDWEEK PREMIUM DIGITAL	35.00
	02/08/2022	MARIA GRABLE	TARGET 00011684	17.82
	02/07/2022	MARIA GRABLE	ONCE UPON A BAGEL	37.62
	02/07/2022	MARIA GRABLE	TARGET 00011684	73.50
	02/07/2022	MARIA GRABLE	USPS PO 5642800260	104.40
			Total Credit Card Amount	1,981.20
Superintendent	02/21/2022	MEAL AASA CONF. - LUBELFELD	BONGO JAVA OMNI NASHVL	11.84
	02/21/2022	SUBSCRIPTION RENEWAL-LUBELFELD	EDWEEK PREMIUM DIGITAL	35.00
	02/21/2022	HOTEL -AASA CONF. LUBELFELD	OMNI NASHVILLE	965.22
	02/21/2022	TRANSPORTATION AASA CONF. LUBELFELD	UBER TRIP	39.96
	02/18/2022	MEAL AASA CONF. - LUBELFELD	BOBS STEAK AND CHOP NS	83.14
	02/16/2022	ICLOUD STORAGE-LUBELFELD	APPLE.COM/BILL	2.99
	02/14/2022	TRAVEL INSURANCE - DMG SUMMIT NYC- LUBELFELD	ALLIANZ TRAVEL INS	25.10
	02/14/2022	AIRFARE - DMG SUMMIT NYC- LUBELFELD	AMERICAN 00124050223559	215.20

<u>District Card Name</u>	<u>Trans Date</u>	<u>Transaction Description</u>	<u>Where Used</u>	<u>Amount</u>
	02/09/2022	MEETING DUES/MEAL - LUBELFELD	ROTARY CLUB OF HIGHLAN	25.00
	02/03/2022	MEETING MEAL/DUES- LUBELFELD	ROTARY CLUB OF HIGHLAN	25.00
	02/01/2022	TRANSLATION SERVICE-SUPT VIDEO	REV.COM	15.00
			Total Credit Card Amount	1,443.45
Personnel	02/11/2022	MONICA SCHROEDER	SYMPPLICITY CORP	150.00
	02/10/2022	CONFERENCE-FL	GAYLORD PALMS RSRT CC	519.31
	02/04/2022	MONICA SCHROEDER	TST NOTHING BUNDT CAKES	307.40
	02/01/2022	MONICA SCHROEDER	12 - EC - LOU MALNATIS	152.25
			Total Credit Card Amount	1,128.96
Sherwood Principal	02/28/2022	RACHEL FILIPPI	UNITED 01623967825045	400.20
	02/21/2022	RACHEL FILIPPI	DOLLAR TREE	86.25
			Total Credit Card Amount	486.45
Edgewood Principal	02/21/2022	ANTHONY CANDELA	"1-800-FLOWERS.COM,INC."	72.22
	02/14/2022	ANTHONY CANDELA	MCDONALD'S F1369	41.91
			Total Credit Card Amount	114.13
Personnel Admin	02/21/2022	POTBELLY CREDIT	RBT POTBELLY #42	-0.89
	02/18/2022	JESSICA DUBOIS	POTBELLY #42	22.27
	02/15/2022	JESSICA DUBOIS	WALGREENS #3273	4.96
			Total Credit Card Amount	26.34
Green Bay Admin	02/28/2022	MAGDALENA ROMAN	CREDIT FOR RBT POTBELLY #42 ON 2/28	-4.17
	02/25/2022	MAGDALENA ROMAN	POTBELLY #42	104.31
	02/24/2022	MAGDALENA ROMAN	THE WIENER GUYS LLC	558.25
	02/14/2022	MAGDALENA ROMAN	ARLO MIDTOWN	91.84
	02/14/2022	MAGDALENA ROMAN	ARLO MIDTOWN	91.84
	02/14/2022	MAGDALENA ROMAN	ARLO MIDTOWN	91.84
	02/14/2022	MAGDALENA ROMAN	ULTIMATE SLP	12.95
	02/10/2022	MAGDALENA ROMAN	STAPLES 00116616	121.71
	02/10/2022	MAGDALENA ROMAN	TARGET 00011684	159.37
	02/09/2022	MAGDALENA ROMAN	ARLO MIDTOWN	371.88
	02/03/2022	MAGDALENA ROMAN	LEFTYS PIZZA KITCHEN	427.00
	02/02/2022	MAGDALENA ROMAN	LEFTYS PIZZA KITCHEN	596.00
			Total Credit Card Amount	2,622.82
Greg Riley3	02/25/2022	RILEY GREG	MUTUAL ACE HARDWARE &	22.54

<u>District Card Name</u>	<u>Trans Date</u>	<u>Transaction Description</u>	<u>Where Used</u>	<u>Amount</u>
	02/25/2022	RILEY GREG	THE HOME DEPOT #1926	17.82
	02/21/2022	RILEY GREG	THE HOME DEPOT #1926	65.67
	02/07/2022	RILEY GREG	THE HOME DEPOT #1926	42.98
	02/02/2022	RILEY GREG	RUSSO POWER EQUIPMENT	164.95
			Total Credit Card Amount	313.96
Stan Paic3	02/23/2022	PAIC STAN	CRAFTWOOD LUMBER & HAR	84.86
	02/16/2022	PAIC STAN	CRAFTWOOD LUMBER & HAR	-49.14
	02/16/2022	PAIC STAN	CRAFTWOOD LUMBER & HAR	33.36
	02/15/2022	PAIC STAN	CRAFTWOOD LUMBER & HAR	100.50
	02/15/2022	PAIC STAN	CRAFTWOOD LUMBER & HAR	118.60
	02/14/2022	PAIC STAN	CRAFTWOOD LUMBER & HAR	52.53
	02/14/2022	PAIC STAN	DIGILOCK	245.39
	02/14/2022	PAIC STAN	THE HOME DEPOT #1987	128.23
	02/07/2022	PAIC STAN	CRAFTWOOD LUMBER & HAR	29.64
	02/07/2022	PAIC STAN	THE HOME DEPOT #1926	68.02
	02/04/2022	PAIC STAN	CRAFTWOOD LUMBER & HAR	56.42
			Total Credit Card Amount	868.41
Tom Spellman3	02/25/2022	SPELLMAN TOM	THE HOME DEPOT #1926	184.44
	02/11/2022	SPELLMAN TOM	MUTUAL ACE HARDWARE &	246.74
	02/10/2022	SPELLMAN TOM	CRAFTWOOD LUMBER & HAR	47.86
	02/10/2022	SPELLMAN TOM	CRAFTWOOD LUMBER & HAR	3.99
	02/03/2022	SPELLMAN TOM	CRAFTWOOD LUMBER & HAR	16.27
			Total Credit Card Amount	499.30
Dan Dal Pnte3	02/24/2022	DAL PNTE DAN	MUTUAL ACE HARDWARE &	55.77
	02/08/2022	DAL PNTE DAN	MUTUAL ACE HARDWARE &	90.75
			Total Credit Card Amount	146.52
Alfredo Jurado3	02/11/2022	JURADO ALFREDO	THE HOME DEPOT 1926	82.73
			Total Credit Card Amount	82.73
Efrain Pernillo3	02/14/2022	PERNILLO EFRAIN	THE HOME DEPOT #1926	131.92
	02/09/2022	PERNILLO EFRAIN	SUPPLYHOUSE.COM	192.18
			Total Credit Card Amount	324.10
Dir of Operations2	02/28/2022	DIRECTOR OF OPERATIONS	UNITED RENTALS 3301	180.00
	02/08/2022	DIRECTOR OF OPERATIONS	DUDE SOLUTIONS INC	-1,795.00
			Total Credit Card Amount	-1,615.00

<u>District Card Name</u>	<u>Trans Date</u>	<u>Transaction Description</u>	<u>Where Used</u>	<u>Amount</u>
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Grand Total Amount 49,302.06

***** End of report *****

Check Date 03/15/2022

FUND / OBJECT SUMMARY

<u>FUND</u>	<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
10	1000	SALARIES	1,765,740.00
	1150	OVERTIME	980.23
	1160	SUBSTITUTES	13,175.00
	2110	TEACHERS RETIREMENT	36,363.57
	2120	IMRF	2,187.97
	2310	OTHER BENEFITS	1,463.53
		Fund 10 Total	1,819,910.30
20	1000	SALARIES	48,556.00
	2120	IMRF	353.40
		Fund 20 Total	48,909.40
40	1000	SALARIES	3,499.13
	2120	IMRF	164.88
		Fund 40 Total	3,664.01
50	2120	IMRF	19,805.19
	2130	FICA	14,038.42
	2140	MEDICARE	25,729.28
		Fund 50 Total	59,572.89
		Summary total	1,932,056.60

OBJECT SUMMARY

<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
1000	SALARIES	1,817,795.13
1150	OVERTIME	980.23
1160	SUBSTITUTES	13,175.00

Check Date 03/15/2022

<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
2110	TEACHERS RETIREMENT	36,363.57
2120	IMRF	22,511.44
2130	FICA	14,038.42
2140	MEDICARE	25,729.28
2310	OTHER BENEFITS	1,463.53
	Summary total	1,932,056.60

***** End of report *****

Check Date 03/31/2022

FUND / OBJECT SUMMARY

<u>FUND</u>	<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
10	1000	SALARIES	1,792,694.05
	1150	OVERTIME	522.91
	1160	SUBSTITUTES	19,891.25
	2110	TEACHERS RETIREMENT	36,672.00
	2120	IMRF	2,187.97
	2310	OTHER BENEFITS	1,463.53
		Fund 10 Total	1,853,431.71
20	1000	SALARIES	52,165.00
	1150	OVERTIME	49.76
	2120	IMRF	353.40
		Fund 20 Total	52,568.16
40	1000	SALARIES	3,499.13
	2120	IMRF	164.88
		Fund 40 Total	3,664.01
50	2120	IMRF	19,858.63
	2130	FICA	14,472.69
	2140	MEDICARE	26,267.27
		Fund 50 Total	60,598.59
		Summary total	1,970,262.47

OBJECT SUMMARY

<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
1000	SALARIES	1,848,358.18
1150	OVERTIME	572.67

Check Date 03/31/2022

<u>OBJECT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
1160	SUBSTITUTES	19,891.25
2110	TEACHERS RETIREMENT	36,672.00
2120	IMRF	22,564.88
2130	FICA	14,472.69
2140	MEDICARE	26,267.27
2310	OTHER BENEFITS	1,463.53
	Summary total	1,970,262.47

***** End of report *****

MEMORANDUM
NORTH SHORE SCHOOL DISTRICT 112

TO: Dr. Michael Lubelfeld, Superintendent of Schools
Members of the Board of Education

FROM: Mr. Jeremy Davis, Assistant Superintendent of Finance and Operations

RE: **Business Office Monthly Report of Summary Financial Performance Data for March 2022**

Policy Alignment: Policy 4.8 – Accounting and Audits

DATE: April 19, 2022

1. Investments

See Treasurer’s Report for month and summary of cash and investments.

2. Financial Packet

The Financial Packet for the month of March, 2022, including the following reports, is presented for your review.

- a. Summary reports of Expenditures for the month.
- b. Check Summaries for disbursements processed from the last to the current Board meeting are provided for separate Board approval.

The status of the Education Fund expenses (in \$ millions) are as follows:

TOTAL	SPENT	
BUDGET	YTD	BALANCE
\$62.8	\$41.9	\$20.9

**North Shore School District 112
Summary of Cash & Investments
March 31, 2022**

	<u>Cash & Investments March 31, 2022</u>	<u>% of Total</u>	<u>Cash & Investments February 28, 2022</u>	<u>Monthly Change in Cash & Investments</u>	<u>Cash & Investments March 31, 2021</u>	<u>% of Total</u>	<u>Annual Change in Cash & Investments</u>
10 Education	\$ 58,888,176.48	59%	\$ 62,244,222.97	\$ (3,356,046.49)	\$ 52,620,625.62	47%	\$ 6,267,550.86
20 Operations and Maintenance	\$ 8,133,580.91	8%	\$ 8,200,964.85	\$ (67,383.94)	\$ 9,278,194.00	8%	\$ (1,144,613.09)
30 Debt Service	\$ 2,961,019.48	3%	\$ 2,960,365.55	\$ 653.93	\$ 2,912,450.48	3%	\$ 48,569.00
40 Transportation	\$ 6,837,095.49	7%	\$ 6,895,839.35	\$ (58,743.86)	\$ 5,750,538.37	5%	\$ 1,086,557.12
50 Municipal Retirement	\$ 2,394,324.78	2%	\$ 2,512,457.70	\$ (118,132.92)	\$ 3,001,449.99	3%	\$ (607,125.21)
60 Capital Projects	\$ 18,008,161.68	18%	\$ 19,676,756.74	\$ (1,668,595.06)	\$ 35,834,933.26	32%	\$ (17,826,771.58)
70 Working Cash	\$ 2,971,621.61	3%	\$ 2,971,577.94	\$ 43.67	\$ 2,966,433.80	3%	\$ 5,187.81
Total District Funds	\$ 100,193,980.43	100%	\$ 105,462,185.10	\$ (5,268,204.67)	\$ 112,364,625.52	100%	\$ (12,170,645.09)
99 Student Activity	240,022.86	0%	229,016.65	\$ 11,006.21	\$ 229,588.73	0%	\$ 10,434.13
Total All Funds	\$ 100,434,003.29	100%	\$ 105,691,201.75	\$ (5,257,198.46)	\$ 112,594,214.25	100%	\$ (12,160,210.96)

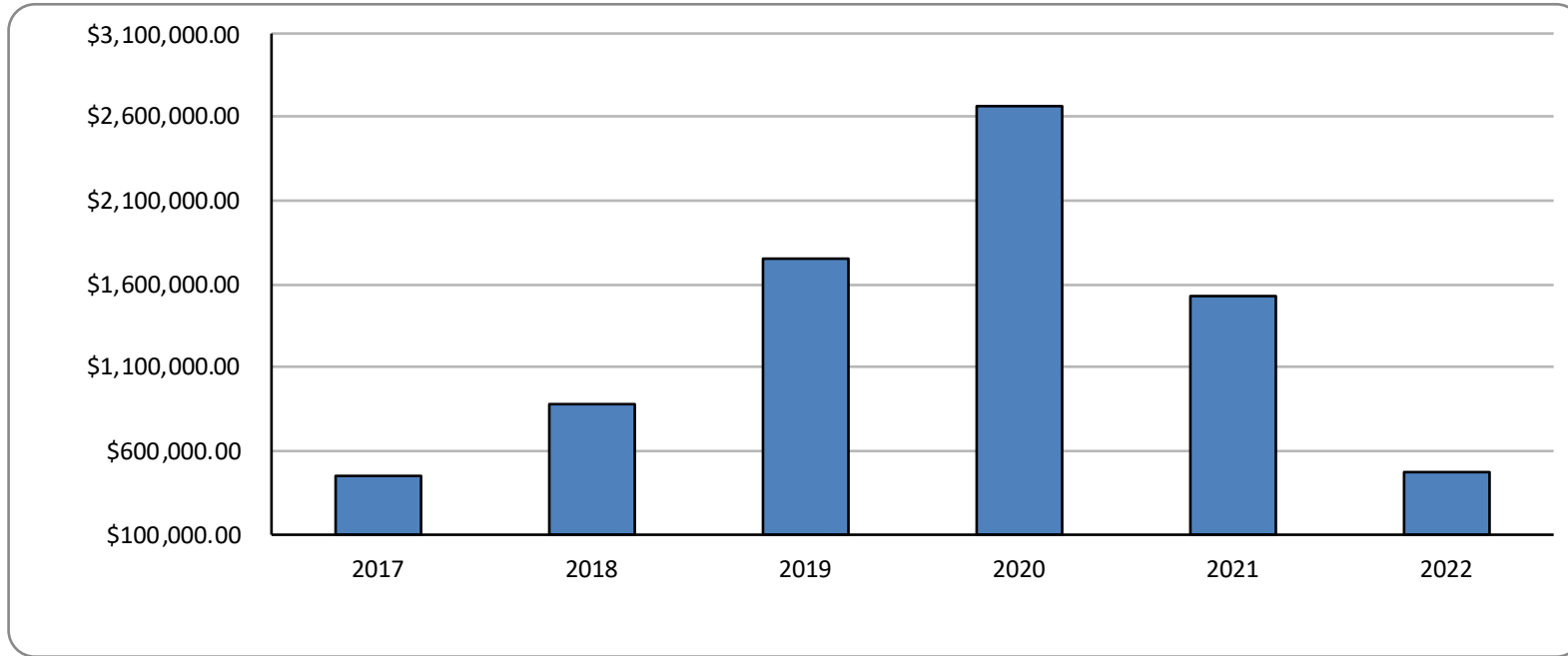
**Please note that the District is reporting cash and investments on a cost basis.

North Shore School District 112
Fund Balance Summary
March 31, 2022

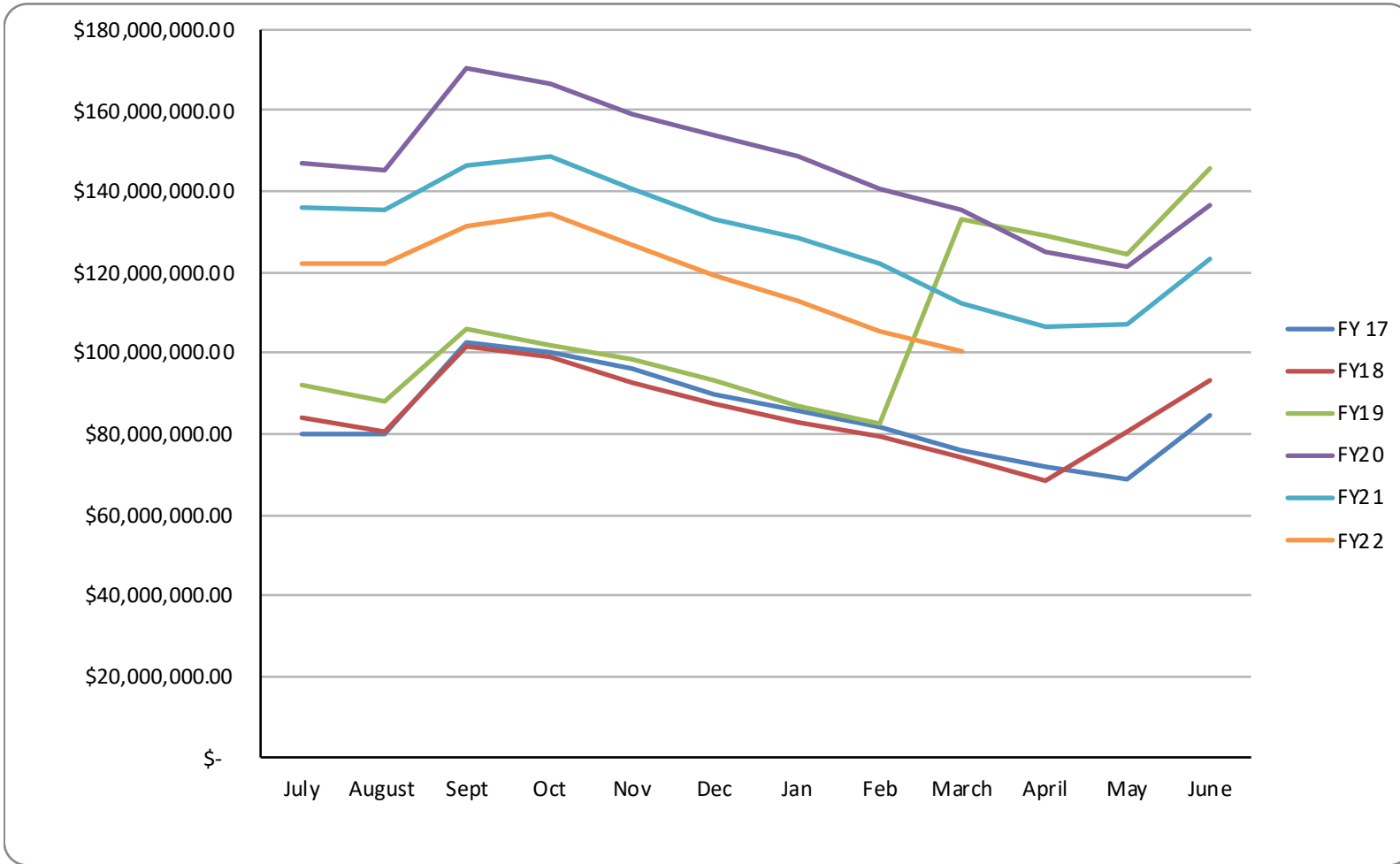
Fund	Audited Fund Balance June 30, 2021	2021-22 Fiscal Year to Date Revenues	2021-22 Fiscal Year to Date Expenditures	Excess / (Deficiency) of Revenues Over Expenditures	2021-22 Other Financing Sources/Uses	Unaudited Fund Balance March 31, 2022
(10) Education	\$ 37,031,843	\$ 63,536,880	\$ 41,859,546	\$ 21,677,334	\$ -	\$ 58,709,177
(20) Operations and Maintenance	\$ 5,116,238	\$ 14,543,882	\$ 8,442,876	\$ 6,101,006	\$ (3,866,888)	\$ 7,350,356
(40) Transportation	\$ 4,614,817	\$ 4,839,437	\$ 2,882,525	\$ 1,956,912	\$ -	\$ 6,571,729
(50) Municipal Retirement	\$ 3,341,103	\$ 205,299	\$ 1,013,943	\$ (808,644)	\$ -	\$ 2,532,459
(70) Working Cash	\$ 2,966,545	\$ 5,044	\$ -	\$ 5,044	\$ -	\$ 2,971,589
Total Operating Funds	\$ 53,070,546	\$ 83,130,542	\$ 54,198,890	\$ 28,931,652	\$ (3,866,888)	\$ 78,135,310
(30) Debt Service	\$ 75,125	\$ 2,449	\$ 983,444	\$ (980,995)	\$ 3,866,888	\$ 2,961,018
(60) Capital Projects	\$ 33,152,456	\$ 279,866	\$ 15,570,868	\$ (15,291,002)	\$ -	\$ 17,861,454
Total Non-Operating Funds	\$ 33,227,581	\$ 282,315	\$ 16,554,312	\$ (16,271,997)	\$ 3,866,888	\$ 20,822,472
Total All Funds	\$ 86,298,127	\$ 83,412,857	\$ 70,753,202	\$ 12,659,655	\$ -	\$ 98,957,782

*Please note fund balance is the net of all District assets and liabilities (including audit accruals).

Interest Received



Cash Balance



North Shore School District 112
Statement of Revenue, Expenditures and Change in Fund Balance
Total Governmental Funds by Object
Fiscal Year to Date through March 31, 2022

	Operating Funds												Total Governmental Funds
	General Fund			Special Revenue Funds									
	Education & Working Cash Funds	% Bud	Operations & Maintenance Fund	% Bud	Transportation Fund	% Bud	Municipal Retirement / Social Security Fund	% Bud	Debt Service Fund	% Bud	Capital Projects Fund	% Bud	
Revenue:													
Local Sources	\$ 58,508,722	99%	\$ 14,543,882	109%	\$ 3,849,970	95%	\$ 205,299	21%	\$ 2,449	714%	\$ 279,866	125%	\$ 77,390,189
State Sources	\$ 2,563,941	75%	-	-	989,466	152%	-	-	-	-	-	-	\$ 3,553,408
Federal Sources	\$ 2,469,260	66%	-	-	-	-	-	-	-	-	-	-	\$ 2,469,260
Total Revenue	\$ 63,541,924	96%	\$ 14,543,882	109%	\$ 4,839,437	103%	\$ 205,299	21%	\$ 2,449	714%	\$ 279,866	125%	\$ 83,412,857
Expenditures:													
Salaries	\$ 26,718,076	62%	\$ 938,407	87%	\$ 62,984	75%	\$ -	-	\$ -	-	\$ -	-	\$ 27,719,467
Employee Benefits	\$ 5,499,731	73%	\$ 6,361	75%	\$ 2,968	72%	\$ 1,013,943	68%	\$ -	-	\$ -	-	\$ 6,523,003
Purchased Services	\$ 4,685,435	77%	\$ 3,156,704	54%	\$ 2,812,453	62%	\$ -	-	\$ -	-	\$ -	-	\$ 10,654,592
Supplies	\$ 1,784,125	80%	\$ 907,146	85%	\$ 4,119	16%	\$ -	-	\$ -	-	\$ -	-	\$ 2,695,390
Capital Outlay	\$ 1,078,162	89%	\$ 3,434,258	82%	\$ -	-	\$ -	-	\$ -	-	\$ 15,570,868	65%	\$ 20,083,288
Debt Service Payment	-	-	-	-	-	-	\$ -	-	983,444	25%	\$ -	-	\$ 983,444
Other	\$ 2,094,018	74%	-	-	-	-	\$ -	-	\$ -	-	\$ -	-	\$ 2,094,018
Total Expenditures	\$ 41,859,546	63%	\$ 8,442,876	69%	\$ 2,882,525	62%	\$ 1,013,943	68%	\$ 983,444	25%	\$ 15,570,868		\$ 70,753,202
Excess (Deficiency) of Revenue over (under) Expenditures	\$ 21,682,378		\$ 6,101,005		\$ 1,956,912		\$ (808,644)		\$ (980,994)		\$ (15,291,001)		\$ 12,659,656
Other Financing Sources/(Uses):													
Other Sources of Funds	-		\$ -		-		-		\$ 3,866,888		-		\$ 3,866,888
Other Uses of Funds	-		\$ (3,866,888)		-		-		-		-		\$ (3,866,888)
Total Sources/(Uses)	\$ -		\$ (3,866,888)		-		-		\$ 3,866,888		\$ -		-
Change in Fund Balance	\$ 21,682,378		\$ 2,234,117		\$ 1,956,912		\$ (808,644)		\$ 2,885,894		\$ (15,291,001)		\$ 12,659,656
Beginning Fund Balance as of 6/30/21	\$ 39,998,388		\$ 5,116,238		\$ 4,614,816		\$ 3,341,104		\$ 75,126		\$ 33,152,456		\$ 86,298,127
Ending Fund Balance as of 3/31/22	\$ 61,680,765		\$ 7,350,355		\$ 6,571,728		\$ 2,532,460		\$ 2,961,019		\$ 17,861,454		\$ 98,957,782

Northshore School District 112
Cash and Investments
31-Mar-22

	<u>Account Balance</u>	<u>% of Total</u>
Petty Cash		
Statement Balance	\$ 643.67	
Less: Outstanding Checks	\$ -	
Plus Deposits in Transit	\$ -	
Adjusted	<u><u>\$ 643.67</u></u>	0.00%
PMA 1030		
Statement Balance	\$ 21,867,144.83	
Less: Outstanding Checks and transfers	\$ (896,907.27)	
Plus Deposits in Transit and transfers	\$ 1,692,481.85	
Other Transactions	\$ 43,140.77	
Adjusted	<u><u>\$ 22,705,860.18</u></u>	22.61%
PMA 1033 ST Investments		
Statement Balance	\$ 18,444,232.65	
Less: Outstanding Checks	\$ -	
Plus Deposits in Transit	\$ -	
Adjusted	<u><u>\$ 18,444,232.65</u></u>	18.36%
PMA 1034 LT Cash		
Statement Balance	\$ 7,972,897.41	
Less: Outstanding Checks	\$ -	
Plus Deposits in Transit	\$ -	
Adjusted	<u><u>\$ 7,972,897.41</u></u>	7.94%
PMA 1047 LT Investments		
Statement Balance	\$ -	
Less: Outstanding Checks	\$ -	
Plus Deposits in Transit	\$ -	
Adjusted	<u><u>\$ -</u></u>	0.00%
PMA Flex 1048		
Statement Balance	\$ 3,997.68	
Less: Outstanding Checks	\$ -	
Plus Deposits in Transit	\$ -	
Adjusted	<u><u>\$ 3,997.68</u></u>	0.00%

PMA Stud Activity Account		
Statement Balance	\$	331,402.91
Less: Outstanding Checks	\$	(1,308.92)
Plus Deposits in Transit	\$	(16,945.04)
Adjusted	\$	313,148.95
		0.31%
PMA 1056 Bonds		
Statement Balance	\$	2,310,194.21
Less: Outstanding Checks (Transfer)	\$	(1,674,995.81)
Plus Deposits in Transit	\$	-
Adjusted	\$	635,198.40
		0.63%
Wells Fargo 1022		
Statement Balance	\$	2,798,918.89
Less: Outstanding Checks (Transfer)	\$	-
Unrealized (gain)/loss	\$	31.81
(Increase)/decrease in investment cost value	\$	-
Adjusted	\$	2,798,950.70
		2.79%
Fifth Third Bank 1024		
Statement Balance	\$	23,425,532.37
Unrealized (gain)/loss	\$	455,409.44
(Increase)/decrease in investment cost value	\$	94,389.08
Adjusted	\$	23,975,330.89
		23.87%
JP Morgan Investments 1051		
Statement Balance	\$	6,172,517.47
Unrealized (gain)/loss	\$	8,301.69
Accrued Interest	\$	(62.42)
(Increase)/decrease in investment cost value	\$	(5,756.74)
Adjusted	\$	6,175,000.00
		6.15%
Fifth Third Bank WC 1055		
Statement Balance	\$	100,260.21
Unrealized (gain)/loss	\$	-
(Increase)/decrease in investment cost value	\$	-
Adjusted	\$	100,260.21
		0.10%
Fifth Third Bank-Capital Projects 1057		
Statement Balance	\$	17,242,015.68
Plus Deposits in Transit (Transfer)	\$	-
Unrealized (gain)/loss	\$	65,274.02
(Increase)/decrease in investment cost value	\$	1,192.85
Adjusted	\$	17,308,482.55
		17.23%
Total Cash and Investments	\$	100,434,003.29
		100.00%

Year End Projections -- Operating
 March 2022
 \$MM
 *Before Audit Adjustments

	Amount	Notes
Budgeted Surplus/(Deficit)	-	
Property Taxes	(0.24)	Expect to collect a final payment in March and be under by \$240K (to arrive at a 99.18% collectibility rate)
E-Rate	0.25	Additional e-rate deposits from USAC for additional purchase of ipads
Transportation Reimbursement	0.40	Regular state transportation claim higher compared to budget
Private Facility Reimbursement	0.09	Private facility reimbursement higher compared to budget
Student Fees	0.35	Per registration fee analysis, expecting more revenue compared to the budget
FEMA	0.80	Obligated amount from FEMA COVID grant
Food Service Reimbursement	0.50	Increase due to additional "catch up" funds at year end and reimbursed at a higher rate under the Seamless Summer program (breakfast and lunch)
Impact Fees/Medicaid	0.20	Expecting more in Highland Park impact fees and Medicaid reimbursement
Salaries	(0.50)	Expected to be over budget in salaries
Purchased Services	1.40	Expected savings repair expenditures, consultants, painting, and other purchased services
Materials & Supplies	0.20	Expected savings in supplies at school buildings, tech dept and operations dept
Organic Life Food Service	(0.25)	Increase in payments to Organic Life due to Seamless Summer program and higher food and delivery costs
First Student	0.35	Expected savings in regular transportation
ABM Cleaning Service	(0.25)	Expected increase in ABM cleaning expenditures due to overtime payments to ABM employees and an increase of 9% for the remainder of the year
Capital	0.35	Savings in capital due to the start of projects in FY21
Technology	(0.10)	Security upgrades for doors and cameras at Green Bay and Lincoln
Projected Surplus/(Deficit) at 6/30/2022	3.55	

Year End Projections -- Capital
March 2022
\$MM
*Before Audit Adjustments

	Amount	Notes
Budgeted Surplus/(Deficit)	(23.80)	
Capital expenditures	1.00	Potential savings this year due to timing of expenditures for soft costs and Trane costs.
Projected Surplus/(Deficit)	(22.80)	

Date: April 19, 2022
To: Members of the Board of Education
From: Dr. Michael Lubelfeld, Superintendent of Schools
Subject: Destruction of Closed Session Audio Recordings- Sept. 2020
Policy Alignment: Policy 2.220 Board of Education Meeting Procedures
Disposition: Action

Executive Summary:

In accordance with Board Policy 2:220 Board of Education Meeting Procedures, the superintendent or Board president shall make audio recordings of all closed session meetings. After 18 months, the audio recordings can be destroyed with the Board's approval.

It is my recommendation that the audio recordings from the closed meetings on October 1, 2020 be destroyed. Written minutes of this closed meeting were approved by the Board and will continue to be maintained in accordance with law and policy.

Recommendation:

Roll call vote to approve the audio recordings from the closed meetings on October 1, 2020 be destroyed.

Date: April 19, 2022
 To: Board of Education
 From: Dr. Michael Lubelfeld, Superintendent
 Subject: 2022-23 Administrator Contract Renewals
 Policy Alignment: Policy 3:50 - Administrator Personnel Besides the Superintendent
 Disposition: Action

Executive Summary:

It is my recommendation that the Board approve the 2022-23 administrator contract renewals, as follows:

Administrator	Position	Contract Term
Jacklyn Brandt	Associate Principal	July 1, 2022 - June 30, 2023
Anthony Candella	Principal	July 1, 2022 - June 30, 2023
Anel Escamilla	Associate Principal	July 1, 2022 - June 30, 2023
Rachel Filippi	Principal	July 1, 2022 - June 30, 2023
Arielle Gleicher	Associate Principal	July 1, 2022 - June 30, 2023
Nicholas Glenn	Dir. of Communications	July 1, 2022 - June 30, 2023
Maria Grable	Principal	July 1, 2022 - June 30, 2023
Colleen Goodrich	Associate Principal	July 1, 2022 - June 30, 2023
Adam Greenberg	Associate Principal	July 1, 2022 - June 30, 2023
Becky Hany	Director of Finance	July 1, 2022 - June 30, 2023
Kathryn Herak	Payroll Mgr.	July 1, 2022 - June 30, 2023
Jamie Kahn	Principal	July 1, 2022 - June 30, 2023
William Kaplan	Associate Principal	July 1, 2022 - June 30, 2023
Efrain Martinez	Principal	July 1, 2022 - June 30, 2023
Chelsey Maxwell	Principal	July 1, 2022 - June 30, 2023
Lilli Melamed	Principal	July 1, 2022 - June 30, 2023
Courtney Nordstrom	Principal	July 1, 2022 - June 30, 2023
Ankita Patel	Accounting Mgr.	July 1, 2022 - June 30, 2023
Jay Patel	Student Information Mgr.	July 1, 2022 - June 30, 2023
Susana Rabin	Transportation Mgr.	July 1, 2022 - June 30, 2023
Melissa Raich	Associate Principal	July 1, 2022 - June 30, 2023
Alexis Robinson	Learning Coordinator	July 1, 2022 - June 30, 2023
Michael Rodrigo	Principal	July 1, 2022 - June 30, 2023
Kevin Saunders	Associate Principal	July 1, 2022 - June 30, 2023

John Sprangers	Interim Personnel Mgr.	July 1, 2022 - June 30, 2023
Jeremy Wickham	Director for Technology	July 1, 2022 - June 30, 2024 (2 yr.)

Recommendation:

Roll call vote to approve 2022-23 administrator contract renewals, as presented.

Date: April 19, 2022
To: Board of Education
From: Dr. Michael Lubelfeld, Superintendent
Subject: 2022-23 Exempt Employee Annual Hourly Rate Increases
Policy Alignment: Policy 5:35 - Compliance with the Fair Labor Standards Act
Disposition: Action

Executive Summary:

It is my recommendation that the Board approve the 2022-23 compensation increases for the following exempt hourly employees:

Exempt Employee	Position
Marcie Weiser	Exec. Asst. for Personnel Services
Jan Kleinfeldt	Exec. Asst. for Student Services
Maria Salgado	Executive Asst. to the CFO
Sally Strauss	Exec. Asst. for Teaching & Learning
Michelle Popke	Coordinator for Insurance/Payroll
Jessica Dubois	Exec. Asst. for Personnel Services
Jose Castrejon	Family Engagement Specialist

Recommendation:

Roll call vote to approve 2022-23 compensation increases for exempt hourly employees, as presented.

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BOARD APPROVES DIRECTOR - ECC & ESY

Tuesday, April 19, 2022

Ms. Niki Scofield Approved As Director Of Early Childhood And Extended School Year

Haga clic para leer la traducción al español

Highland Park, Highwood, and Fort Sheridan, IL – Tonight, the North Shore School District 112 (NSSD112) Board of Education approved the hiring of Ms. Niki Scofield the Director of Early Childhood and Extended School Year (ESY). Ms. Scofield has served as Coordinator for Teaching and Learning for NSSD112 for the past two years assisting in the implementation of new curricular resources and instructional practices. In this new position, Ms. Scofield will be responsible for the organization, safety, supervision, and educational leadership of the preschool and Extended School Year specialized programs. Her primary responsibility will be to support instruction and staff development.



"Ms. Scofield is a talented and caring educational leader with a wide breadth of experience which includes being a teacher, instructional coach, principal, and during her time with District 112 she has been integral in the planning and implementation of many curricular initiatives and the district's instructional framework," said Superintendent, Dr. Michael Lubelfeld.

Ms. Scofield began her educational career in 2002 as a second-grade teacher and then a fourth-grade teacher at Hawthorne District 73 in Vernon Hills. She then served at Aptakisic-Tripp District 102, in Buffalo Grove, and gained additional instructional experience at the 1st and 6th-grade levels. As a teacher leader, she set herself apart by joining various committees, helping to develop the curriculum, and piloting a 1:1 technology initiative.

She then transitioned to instructional support and curriculum development roles first serving as an Instructional Coach for District 102, then as an Assistant Principal, and then as School Principal at Gavin Central Elementary School. In these leadership positions, she gained a wealth of valuable experience, including leading staff development, she modified internal systems to better support students, and directing the Gavin Elementary School's Early Childhood program, among other experiences and accomplishments.

For the past two years, Ms. Scofield has served as Coordinator for Teaching and Learning. In this important role, she has developed and facilitated professional development; created and

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implemented assessment tools in art, music, physical education, science, and social studies; and she has also realigned the Advanced Learning Opportunities (ALO) program to provide all students with equitable, critical thinking experiences all across the District.

"I am so grateful for the opportunity to be a part of the incredible team of teachers, parents, and students in the Early Childhood program at Green Bay School," said Ms. Scofield. "Being a leader in District 112 for the past two years has been such a blessing. I am excited to continue working alongside outstanding educators and parents to help each student reach his or her full potential."

Ms. Scofield received a Bachelor of Arts degree from National-Louis University majoring in Elementary Education. She also holds a Master of Education in Educational Leadership from the American College of Education. She has earned several endorsements such as General Administration K-12, Learning Behavior Specialist 1, and Social Science & Language Arts.

About North Shore School District 112

The mission of North Shore School District 112, a community partnership committed to a world-class education, is to nurture every child to become an inspired learner, a well-rounded individual, and contributing member of a global community by striving for excellence within an environment that fosters innovation, respect, engagement, and intellectual inquiry.

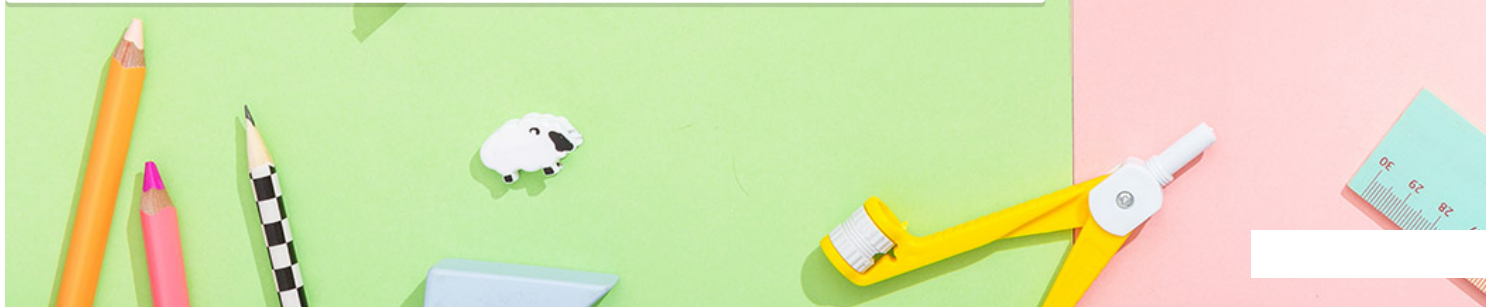


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BOARD APPROVES OAK TERRACE AP

Tuesday, April 19, 2022

Ms. Anne Orlov Approved as Oak Terrace Elementary Associate Principal

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Highland Park, Highwood, and Fort Sheridan, IL – Tonight, the North Shore School District 112 (NSSD112) Board of Education approved the hiring of Ms. Anne Orlov as an Associate Principal of Oak Terrace Elementary School. Ms. Orlov currently serves as a Technology Innovation Coach in Kildeer Countryside School District 96.



The appointment of Ms. Orlov comes after a search process that consisted of multiple levels including a series of interviews with District and Oak Terrace leadership. In the Associate Principal position, she will assist Oak Terrace Elementary School, Ms. Lilli Melamed, as well as fellow Associate Principal, Ms. Anel Escamilla in the administration, organization, safety, supervision, and educational leadership of the school.

“Ms. Orlov is a phenomenal candidate that embodies our commitment to serving students and staff with compassion, dedication, and high expectations,” said Deputy Superintendent, Dr. Monica Schroeder.”

Ms. Orlov started her career in education as a Full-Day Kindergarten and First Grade Teacher at Park Campus in School District 46. In this position, she differentiated instruction for students from backgrounds, as well as students with special needs. She then became a Language Development Coach at

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Country Meadows Elementary Kildeer Countryside School District 96 where she worked with teachers to plan and implement lessons that increase input and output opportunities for English Learners to develop their reading, writing, listening, and speaking skills.

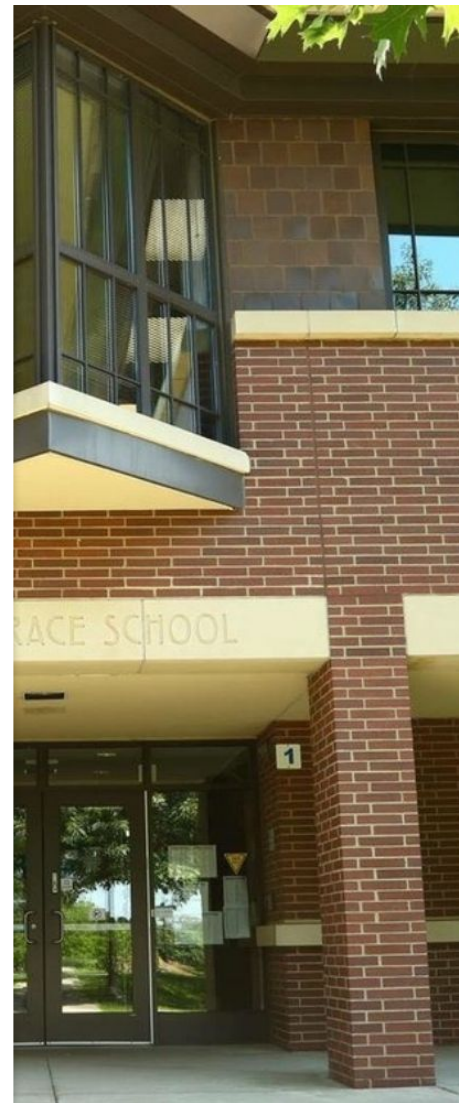
Most recently she served District 96 as a Technology Innovation Coach. In this position, she has provided job-embedded professional learning in seven schools across various content areas to build teachers' capacity to support all learners.

"I am honored to join the District 112 community as the Associate Principal at Oak Terrace Elementary School," said Ms. Orlov. "I am excited to partner with students, staff, and the community to provide an inclusive, high-quality educational experience for each learner. I look forward to fostering an environment that educates the whole child and empowers students to become life-long learners."

Ms. Orlov received a Bachelor of Science in Elementary Education from Bradley University. She also holds a Master of Arts from Concordia University. She has earned several endorsements such as Principal Endorsement, English as a Second Language, and a Science and Language Arts Middle School Endorsement.

About North Shore School District 112

The mission of North Shore School District 112, a community partnership committed to a world-class education, is to nurture every child to become an inspired learner, a well-rounded individual, and contributing member of a global community by striving for excellence within an environment that fosters innovation, respect, engagement, and intellectual inquiry.



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Date: April 19, 2022

To: Dr. Michael Lubelfeld, Superintendent of Schools
Members of the Board of Education

From: Jeremy Davis, Assistant Superintendent for Finance and Operations

Subject: Approval to Renew Before School and After School Childcare Program
with Innovation Learning, LLC.

Policy Alignment: Policy 4:60 – Purchases and Contracts

Disposition: Action

Executive Summary:

On January 29, 2019, the District 112 Board of Education signed a license agreement with Innovation Learning, LLC to provide an on-site before and after school services program at the seven (7) district elementary schools. The license agreement was for one year, with an option to extend the agreement on a year-to-year basis by mutual agreement of the parties.

Based on the fulfillment of the obligations outlined in the license agreement, the administration recommends renewing the license agreement with Innovation Learning, LLC for the 2022-2023 school year.

The license agreement limits the increase in fees to the All-Items Consumer Price Index of 7.0% over the 2021-2022 school year rates. Innovation Learning shall continue to make a good faith effort to provide discounts to any student who previously received discounts or scholarships for before and after school care at the schools and meets appropriate criteria indicating financial need. The Agreement also includes the district's Health and Safety Precautions, as memorialized previously in an amendment.

The administration recommends that at the April 19, 2022, Regular Board Meeting, the Board approves the licensing agreement renewal with Innovation Learning for an additional one (1) year period commencing July 1, 2022, and ending on June 30, 2023, with a 7% increase in program fees.

Recommendation: Action

Roll call vote to approve the licensing agreement renewal with Innovation Learning, LLC with a 7% increase in program fees for the 2022-2023 school year, as presented.

**FIFTH AMENDMENT AND EXTENSION TO THE LICENSE AGREEMENT
BY AND BETWEEN**

**THE BOARD OF EDUCATION OF NORTH SHORE SCHOOL DISTRICT NO. 112 AND
INNOVATION LEARNING, LLC**

This Fifth Amendment is entered into as of the date that the last party signs below, by and between the Board of Education of North Shore School District No. 112 (“**Board**” or “**District**”) and Innovation Learning, LLC (“**Innovation Learning**”), an Illinois Limited Liability Corporation, (collectively referred to as “**Parties**”) and modifies the agreement entered into between the Parties on or about January 29, 2019.

WITNESSETH:

WHEREAS, the Parties entered into a License Agreement, dated on or about January 29, 2019 (“**Agreement**”), under which the District granted to Innovation Learning a non-exclusive license to use certain space in each of the Schools for the purpose of operating a before and after school program (“**Program**”) for the 2019-2020 school year and any renewal term, which was renewed for the 2020-2021 school year, and the 2021-2022 school year; and

WHEREAS, the Parties desire to renew the Agreement for the 2022-2023 school year and amend the Agreement as provided herein.

NOW, THEREFORE, in consideration of the terms and conditions herein, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **Renewal.** The Parties agree to renew the Agreement for an additional one (1) year period commencing July 1, 2022, and ending on June 30, 2023.
2. **Program Fees.** Innovation Learning may increase the Program fees for the 2022-2023 school year by 7.0% over the 2021-2022 school year rates, as outlined in Exhibit A hereto. Innovation Learning shall continue to make a good faith effort to provide discounts to any student who previously received discounts or scholarships for before and after school care at the Schools and who meets appropriate criteria indicating financial need.
3. **Hours and Dates of Operation.** Innovation Learning shall operate the Program at all Schools during the hours of 6:00 a.m. to 8:30 a.m. and 3:17 p.m. to 6:00 p.m. on all weekdays when students attend school in person, except on Early Release Dates and Full Day Dates. Innovation Learning shall operate the Program for extended hours on Early Release Dates and Full Day Dates. If required to maintain the safe operation of the Schools, the District may require Innovation Learning to temporarily suspend the operation of the Program or to operate the Program in alternate spaces within the Schools. The Parties hereby acknowledge that the COVID-19 pandemic may cause changes to Program enrollment and to the days on which the Schools are in session.
4. **Health and Safety Precautions.** While at the Schools, Innovation Learning, and its employees and agents must comply with all District rules, procedures, and instructions relating to health and safety precautions (*e.g.*, social distancing, face coverings, hand washing, sanitization, and temperature and symptom checks), and any guidance or requirements from federal, state, and local public health officials. Specifically (but not by way of limitation), Innovation Learning must comply with the following until further notice:

- a. Innovation Learning must provide all its employees who are present at the Schools paid sick leave at the employee's regular rate of pay where the employee is unable to work because the employee is quarantined (pursuant to Federal, State, or local government order or advice of a health care provider), or experiencing COVID-19 symptoms and seeking a medical diagnosis.
- b. Innovation Learning must, if required by the District, require all of its employees who are present at the Schools to self-certify every day that (1) they have not received a current confirmed diagnosis for COVID-19, (2) they have not had close contact with or cared for someone diagnosed with COVID-19 within the last 10 days, and (3) have not experienced COVID-19 symptoms in the last 10 days, or such revised certifications as are consistent with current guidance from public health authorities. Innovation Learning must provide the District with documentation of such certifications. Absent such certification, Innovation Learning must prohibit an employee from being present on District property.

5. Existing Agreement. It is the intent of the Parties that this Amendment shall control over the Agreement and any prior amendments thereto. Except as set forth herein, all other terms and conditions of the Agreement shall remain in full force and effect. All capitalized terms used herein shall have the meaning provided in the Agreement.

IN WITNESS WHEREOF, the Parties have executed this Amendment on the date(s) indicated below.

INNOVATION LEARNING, INC.

BOARD OF EDUCATION OF NORTH SHORE SCHOOL DISTRICT 112, LAKE COUNTY, ILLINOIS

By: Brett Prilik

By: _____

Its: Executive Director

Its: _____

Dated: March 11, 2022

Dated: _____

ATTEST:

By: _____

Its: **Secretary**

Dated: _____

Exhibit A

**Program Fees
2022-2023 School Year**

Monthly	AM	Cost per Day	PM	Cost per Day	AM/PM	Cost per Day
1 day	\$ 70.00	\$ 17.50	\$ 72.00	\$ 18.00	\$ 139.00	\$ 34.75
2 day	\$ 140.00	\$ 17.50	\$ 144.00	\$ 18.00	\$ 279.00	\$ 34.88
3 day	\$ 210.00	\$ 17.50	\$ 215.00	\$ 17.92	\$ 399.00	\$ 33.25
4 day	\$ 280.00	\$ 17.50	\$ 280.00	\$ 17.50	\$ 529.00	\$ 33.06
5 day	\$ 310.00	\$ 17.22	\$ 310.00	\$ 17.22	\$ 589.00	\$ 32.72

Date: April 19, 2022
To: Board of Education
From: Dr. Michael Lubelfeld, Superintendent
Subject: Adopt Board Policy Updates
Board Policy Alignment: Policy 2:240- Board Policy Development
Disposition: Action

Executive Summary:

The Board governs the District using written policies to ensure legal compliance, establish consistent processes, delegate authority and define operating limits. Board Policy 2:240 requires the Board to continually monitor policies for legal compliance, relevance, and effectiveness.

Based on recommendations from the Policy Committee, the Board was presented with draft updates to the following policies at the March 15, 2022 Regular Board meeting. There were no concerns expressed by the Board and therefore it is my recommendation that the Board adopts the revised policies as presented.

- 2:20 Powers and Duties of the School Board; Indemnification
- 2:105 Ethics and Gift Ban
- 2:110 Qualifications, Term, and Duties of Board Officers
- 2:120 Board Member Development
- 2:220 School Board Meeting Procedure
- 2:260 Uniform Grievance Procedure
- 3:40 Superintendent
- 3:50 Administrative Personnel Other Than the Superintendent
- 3:60 Administrative Responsibility of the Building Principal
- 4:60 Purchases and Contracts
- 4:120 Food Services
- 4:160 Environmental Quality of Buildings and Grounds
- 4:165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors
- 4:170 Safety
- 4:175 Convicted Child Sex Offender; Screening; Notifications
- 5:10 Equal Employment Opportunity and Minority Recruitment
- 5:20 Workplace Harassment Prohibited
- 5:30 Hiring Process and Criteria

- 5:50 Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition
- 5:90 Abused and Neglected Child Reporting
- 5:100 Staff Development Program
- 5:120 Employee Ethics; Conduct; and Conflict of Interest
- 5:125 Personal Technology and Social Media; Usage and Conduct
- 5:150 Personnel Records
- 5:185 Family and Medical Leave
- 5:200 Terms and Conditions of Employment and Dismissal
- 5:220 Substitute Teachers
- 5:250 Leaves of Absence
- 5:330 Sick Days, Vacation, Holidays, and Leaves
- 6:15 School Accountability
- 6:20 School Year Calendar and Day
- 6:50 School Wellness (*replaces retained policy*)
- 6:60 Curriculum Content
- 6:120 Education of Children with Disabilities
- 6:130 Program for the Gifted (*replaces retained policy*)
- 6:135 Accelerated Placement Program
- 6:340 Student Testing and Assessment Program
- 7:10 Equal Educational Opportunities
- 7:20 Harassment of Students Prohibited
- 7:30 Student Assignment and Intra-District Transfer
- 7:60 Residence
- 7:70 Attendance and Truancy
- 7:80 Release Time for Religious Instruction/ Observance
- 7:150 Agency and Police Interviews
- 7:160 Student Appearance
- 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment
- 7:190 Student Behavior
- 7:200 Suspension Procedures
- 7:210 Expulsion Procedures
- 7:250 Student Support Services
- 7:260 Exemption from Physical Education
- 7:290 Suicide and Depression Awareness and Prevention
- 7:310 Restrictions on Publications; Elementary Schools
- 7:340 Student Records
- 7:345 Use of Educational Technologies; Student Data Privacy and Security
- 8:100 Relations with Other Organizations and Agencies

Recommendation:

Roll call vote to adopt policy updates, as presented.

Document Status: Draft Update

BOARD OF EDUCATION

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

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

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

or cause the Board to direct the Superintendent or other equivalent school administrator to comply with ANCRA's requirements concerning the reporting of child abuse.

19. Notifying the State Superintendent of Education promptly and in writing of the name of a licensed teacher who was convicted of a felony, along with the conviction and the name and location of the court where the conviction occurred. [PRESSPlus1](#)
20. Notifying the Teachers' Retirement System (TRS) of the State of Ill. Board of Trustees promptly and in writing when it learns that a teacher as defined in the Ill. Pension Code was convicted of a felony, along with the name and location of the court where the conviction occurred, and the case number assigned by that court to the conviction. [PRESSPlus2](#)
21. Communicating the schools' activities and operations to the community and representing the needs and desires of the community in educational matters.

Indemnification

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

LEGAL REF.:

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

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

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

CROSS REF.: 1:10 (School District Legal Status), 1:20 (District Organization, Operations, and Cooperative Agreements), 2:10 (School District Governance), 2:80 (Board Member Oath and Conduct), 2:140 (Communications To and From the Board), 2:210 (Organizational Board of Education Meeting), 2:240 (Board Policy Development), 4:60 (Purchases and Contracts), 4:70 (Resource Conservation), 4:100 (Insurance Management), 4:110 (Transportation), 4:150 (Facility Management and Building Programs), [4:165 \(Awareness and Prevention of Sexual Abuse and Grooming Behaviors\)](#), [4:175 \(Convicted Child Sex Offender; Screening; Notifications\)](#), 5:10 (Equal Employment Opportunity and Minority Recruitment), [5:30 \(Hiring Process and Criteria\)](#), 5:90 (Abused and Neglected Child Reporting), [5:120 \(Employee Ethics; Conduct; and Conflict of Interest\)](#), [5:150 \(Personnel Records\)](#), [5:210 \(Resignations\)](#), [5:290 \(Employment Termination and Suspensions\)](#), 6:10 (Educational Philosophy and Objectives), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment and Intra-District Transfer), 7:190 (Student Behavior), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 8:10 (Connection with the Community), 8:30 (Visitors to and Conduct on School Property)

Adopted: January 21, 2020

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/21B-85(a). **Issue 108, November 2021**

PRESSPlus 2. Updated in response to 105 ILCS 5/21B-85(b). **Issue 108, November 2021**

Document Status: Draft Update

BOARD OF EDUCATION

2:105 Ethics and Gift Ban

Prohibited Political Activity

The following precepts govern political activities being conducted by District employees and Board of Education members:

1. No employee shall intentionally perform any *political activity* during any *compensated time*, as those terms are defined herein.
2. No Board member or employee shall intentionally use any District property or resources in connection with any political activity.
3. At no time shall any Board member or employee intentionally require any other Board member or employee to perform any political activity: (a) as part of that Board member's or employee's duties, (b) as a condition of employment, or (c) during any compensated time off, such as, holidays, vacation, or personal time off.
4. No Board member or employee shall be required at any time to participate in any political activity in consideration for that Board member or employee being awarded additional compensation or any benefit, whether in the form of a salary adjustment, bonus, compensatory time off, continued employment or otherwise; nor shall any Board member or employee be awarded additional compensation or any benefit in consideration for his or her participation in any political activity.
5. No Board member or employee should solicit donations from vendors or contractors for the District.

A Board member or employee may engage in any activity that: (1) is otherwise appropriate as part of his or her official duties, or (2) is undertaken by the individual on a voluntary basis that is not prohibited by this policy.

Limitations on Receiving Gifts

Except as permitted by this policy, no Board member or employee, and no spouse of or immediate family member living with a Board member or employee shall intentionally solicit or accept any *gift* from any *prohibited source*, as those terms are defined herein, or that is otherwise prohibited by law or policy. No prohibited source shall intentionally offer or make a gift that violates this policy.

The following are exceptions to the ban on accepting gifts from a prohibited source:

1. Opportunities, benefits, and services that are available on the same conditions as for the general public.
2. Anything for which the Board member or employee, or his or her spouse or immediate family member, pays the fair market value.
3. Any: (a) contribution that is lawfully made under the Election Code, or (b) activities associated with a fundraising event in support of a political organization or candidate.

4. Educational materials and missions.
5. Travel expenses for a meeting to discuss business.
6. A gift from a relative, meaning those people related to the individual as father, mother, son, daughter, brother, sister, uncle, aunt, great aunt, great uncle, first cousin, nephew, niece, husband, wife, grandfather, grandmother, grandson, granddaughter, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, half sister, and including the father, mother, grandfather, or grandmother of the individual's spouse and the individual's fiancé or fiancée.
7. Anything provided by an individual on the basis of a personal friendship unless the recipient has reason to believe that, under the circumstances, the gift was provided because of the official position or employment of the recipient or his or her spouse or immediate family member and not because of the personal friendship. In determining whether a gift is provided on the basis of personal friendship, the recipient shall consider the circumstances under which the gift was offered, such as: (a) the history of the relationship between the individual giving the gift and the recipient of the gift, including any previous exchange of gifts between those individuals; (b) whether to the actual knowledge of the recipient the individual who gave the gift personally paid for the gift or sought a tax deduction or business reimbursement for the gift; and (c) whether to the actual knowledge of the recipient the individual who gave the gift also at the same time gave the same or similar gifts to other Board members or employees, or their spouses or immediate family members.
8. Food or refreshments not exceeding \$75 per person in value on a single calendar day; provided that the food or refreshments are: (a) consumed on the premises from which they were purchased or prepared; or (b) catered. *Catered* means food or refreshments that are purchased ready to consume, which are delivered by any means.
9. Food, refreshments, lodging, transportation, and other benefits resulting from outside business or employment activities (or outside activities that are not connected to the official duties of a Board member or employee), if the benefits have not been offered or enhanced because of the official position or employment of the Board member or employee, and are customarily provided to others in similar circumstances.
10. Intra-governmental and inter-governmental gifts. *Intra-governmental gift* means any gift given to a Board member or employee from another Board member or employee, and *inter-governmental gift* means any gift given to a Board member or employee from an officer or employee of another governmental entity.
11. Bequests, inheritances, and other transfers at death.
12. Any item or items from any one prohibited source during any calendar year having a cumulative total value of less than \$100.

Each of the listed exceptions is mutually exclusive and independent of every other.

A Board member or employee, his or her spouse or an immediate family member living with the Board member or employee, does not violate this policy if the recipient promptly takes reasonable action to return a gift from a prohibited source to its source or gives the gift or an amount equal to its value to an appropriate charity that is exempt from income taxation under [26 U.S.C. §501\(c\)\(3\)](#).

Enforcement

The Board President and Superintendent shall seek guidance from the Board attorney concerning compliance with and enforcement of this policy and State ethics laws. The Board may, as necessary or prudent, appoint an Ethics Advisor for this task.

Written complaints alleging a violation of this policy shall be filed with the Superintendent or Board President. If attempts to correct any misunderstanding or problem do not resolve the matter, the Superintendent or Board President shall, after consulting with the Board Attorney, either place the alleged violation on a Board meeting agenda for the Board's disposition or refer the complainant to Board policy 2:260, *Uniform Grievance Procedure*. A Board member who is related, either by blood or by marriage, up to the degree of first cousin, to the person who is the subject of the complaint, shall not participate in any decision-making capacity for the Board. If the Board finds it more likely than not that the allegations in a complaint are true, it shall notify the State's Attorney and/or consider disciplinary action for the employee.

Definitions

Unless otherwise stated, all terms used in this policy have the definitions given in the State Officials and Employees Ethics Act, [5 ILCS 430/1-5](#).

Political activity means:

1. Preparing for, organizing, or participating in any political meeting, political rally, political demonstration, or other political event.
2. Soliciting contributions, including but not limited to the purchase of, selling, distributing, or receiving payment for tickets for any political fundraiser, political meeting, or other political event.
3. Soliciting, planning the solicitation of, or preparing any document or report regarding anything of value intended as a campaign contribution.
4. Planning, conducting, or participating in a public opinion poll in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
5. Surveying or gathering information from potential or actual voters in an election to determine probable vote outcome in connection with a campaign for elective office or on behalf of a political organization for political purposes or for or against any referendum question.
6. Assisting at the polls on Election Day on behalf of any political organization or candidate for elective office or for or against any referendum question.
7. Soliciting votes on behalf of a candidate for elective office or a political organization or for or against any referendum question or helping in an effort to get voters to the polls.
8. Initiating for circulation, preparing, circulating, reviewing, or filing any petition on behalf of a candidate for elective office or for or against any referendum question.
9. Making contributions on behalf of any candidate for elective office in that capacity or in connection with a campaign for elective office.
10. Preparing or reviewing responses to candidate questionnaires.
11. Distributing, preparing for distribution, or mailing campaign literature, campaign signs, or other campaign material on behalf of any candidate for elective office or for or against any referendum question.
12. Campaigning for any elective office or for or against any referendum question.
13. Managing or working on a campaign for elective office or for or against any referendum question.
14. Serving as a delegate, alternate, or proxy to a political party convention.
15. Participating in any recount or challenge to the outcome of any election.

With respect to an employee whose hours are not fixed, *compensated time* includes any period of time when the employee is on premises under the control of the District and any other time when the

employee is executing his or her official duties, regardless of location.

Prohibited source means any person or entity who:

1. Is seeking official action by: (a) a Board member, or (b) an employee, or by the Board member or another employee directing that employee;
2. Does business or seeks to do business with: (a) a Board member, or (b) an employee, or with the Board member or another employee directing that employee;
3. Conducts activities regulated by: (a) a Board member, or (b) an employee or by the Board member or another employee directing that employee;
4. Has an interest that may be substantially affected by the performance or non-performance of the official duties of the Board member or employee;
5. Is registered or required to be registered with the Secretary of State under the Lobbyist Registration Act, except that an entity does not become a prohibited source merely because a registered lobbyist is one of its members or serves on its board of directors; or
6. Is an agent of, a spouse of, or an immediate family member living with a prohibited source.

Gift means any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to government employment or the official position of a Board member or employee.

Complaints of Sexual Harassment Made Against Board Members by Elected Officials

Pursuant to the State Officials and Employees Ethics Act ([5 ILCS 430/70-5](#)), members of the Board and other elected officials are encouraged to promptly report claims of sexual harassment by a Board member. Every effort should be made to file such complaints as soon as possible, while facts are known and potential witnesses are available. If the official feels comfortable doing so, he or she should directly inform the individual that the individual's conduct or communication is offensive and must stop.

Board members and elected officials should report claims of sexual harassment against a member of the Board to the Board President or Superintendent. If the report is made to the Superintendent, the Superintendent shall promptly notify the President, or if the President is the subject of the complaint, the Vice President. Reports of sexual harassment will be confidential to the greatest extent practicable.

When a complaint of sexual harassment is made against a member of the Board by another Board member or other elected official, the Superintendent shall appoint a qualified outside investigator who is not a District employee or Board member to conduct an independent review of the allegations. The investigator shall prepare a written report and submit it to the Board.

If a Board member has engaged in sexual harassment, the matter will be addressed in accordance with the authority of the Board.

The Superintendent will post this policy on the District website and/or make this policy available in the District's administrative office.

LEGAL REF.:

[105 ILCS 5/22-90 \(final citation pending\)](#), [PRESSPlus1](#)

[5 ILCS 430/](#), State Officials and Employees Ethics Act.

[10 ILCS 5/9-25.1](#), Election Interference Prohibition Act.

CROSS REF.: 2:100 (Board Member Conflict of Interest), 2:260 (Uniform Grievance Procedure), 4:60 (Purchases and Contracts), 5:120 (Employee Ethics; Conduct; and Conflict of Interest)

Adopted: January 21, 2020

PRESSPlus Comments

PRESSPlus 1. 105 ILCS 5/22-90 (final citation pending), added by P.A. 102-327, bans high school guidance counselors from intentionally soliciting or accepting gifts from a *prohibited source*, narrowly defined as “any person who is employed by an institution of higher education or is an agent or spouse of or an immediate family member living with a person employed by an institution of higher education.” Exceptions exist for certain circumstances, e.g., gifts from a relative or based on a personal friendship. A guidance counselor does not violate this law if he or she promptly takes reasonable action to return the gift to the prohibited source or donates the gift or an amount equal to its value to a tax exempt charity. **Issue 108, November 2021**

Document Status: Draft Update

BOARD OF EDUCATION

2:110 Qualifications, Term, and Duties of Board Officers

The Board of Education officers are: President, Vice President, Secretary, and Treasurer. These officers are elected or appointed by the Board at its organizational meeting.

President

The Board elects a President from its members for a two-year term. The duties of the President are to:

1. Preside at all meetings;
2. Focus the Board meeting agendas on appropriate content;
3. Make all Board committee appointments, unless specifically stated otherwise;
4. Attend and observe any Board committee meeting at his or her discretion;
5. Represent the Board on other boards or agencies;
6. Sign official District documents requiring the President's signature, including Board minutes and Certificate of Tax Levy;
7. Call special meetings of the Board;
8. Serve as the *head of the public body* for purposes of the Open Meetings Act and Freedom of Information Act;
9. Ensure that a quorum of the Board is physically present at all Board meetings, except as otherwise provided by the Open Meetings Act; [PRESSPlus1](#)
10. Administer the oath of office to new Board members; ~~and~~
11. Serve as or appoint the Board's official spokesperson to the media; ~~and~~
12. Ensure that the fingerprint-based criminal history records information checks and/or screenings required by State law and policy 5:30, *Hiring Process and Criteria*, is completed for the Superintendent. [PRESSPlus2](#)

The President is permitted to participate in all Board meetings in a manner equal to all other Board members, including the ability to make and second motions.

The Vice President fills a vacancy in the Presidency.

Vice President

The Board elects a Vice President from its members for a two-year term. The Vice President performs the duties of the President if:

1. The office of President is vacant;
2. The President is absent; or
3. The President is unable to perform the office's duties.

A vacancy in the Vice Presidency is filled by a special Board election.

Secretary

The Board elects a Secretary for a two-year term. The Secretary may be, but is not required to be, a Board member. The Secretary may receive reasonable compensation as determined by the Board before appointment. However, if the Secretary is a Board member, the compensation shall not exceed \$500 per year, as fixed by the Board at least 180 days before the beginning of the term. The duties of the Secretary are to:

1. Keep minutes for all Board meetings, and keep the verbatim record for all closed Board meetings;
2. Mail meeting notification and agenda to news media who have officially requested copies;
3. Keep records of the Board's official acts, and sign them, along with the President, before submitting them to the Treasurer at such times as the Treasurer may require;
4. Report to the Treasurer on or before July 7, annually, such information as the Treasurer is required to include in the Treasurer's report to the Regional Superintendent;
5. Act as the local election official for the District;
6. Arrange public inspection of the budget before adoption;
7. Publish required notices;
8. Sign official District documents requiring the Secretary's signature; and
9. Maintain Board policy and such other official documents as directed by the Board.

The Secretary may delegate some or all of these duties, except when State law prohibits the delegation. The Board appoints a secretary pro tempore, who may or may not be a Board member, if the Secretary is absent from any meeting or refuses to perform the duties of the office. A permanent vacancy in the office of Secretary is filled by special Board election.

Recording Secretary

The Board may appoint a Recording Secretary who is a staff member. The Recording Secretary shall:

1. Assist the Secretary by taking the minutes for all open Board meetings;
2. Assemble Board meeting material and provide it, along with prior meeting minutes, to Board members before the next meeting; and
3. Perform the Secretary's duties, as assigned, except when State law prohibits the delegation.

In addition, the Recording Secretary or Superintendent receives notification from Board members who desire to attend a Board meeting by video or audio means.

Treasurer

The Treasurer of the Board shall be either a member of the Board who serves a 1-year term or a non-Board member who serves at the Board's pleasure. A Treasurer who is a Board member may not be compensated. A Treasurer who is not a Board member may be compensated provided it is established before the appointment. The Treasurer must:

1. Be at least 21 years old;
2. Not be a member of the County Board of School Trustees; and
3. Have a financial background or related experience, or 12 credit hours of college-level accounting.

The Treasurer shall:

1. Furnish a bond, which shall be approved by a majority of the full Board;
2. Maintain custody of school funds;
3. Maintain records of school funds and balances;
4. Prepare a monthly reconciliation report for the Superintendent and Board; and
5. Receive, hold, and expend District funds only upon the order of the Board.

A vacancy in the Treasurer's office is filled by Board appointment.

LEGAL REF.:

[5 ILCS 120/7](#) and [420/4A-106](#).

105 ILCS 5/8-1, 5/8-2, 5/8-3, 5/8-6, 5/8-16, 5/8-17, 5/10-1, 5/10-5, 5/10-7, 5/10-8, 5/10-13, 5/10-13.1, 5/10-14, 5/10-16.5, [5/10-21.9](#), ~~and 5/17-1~~, and [5/21B-85](#).

CROSS REF.: 2:80 (Board Member Oath and Conduct), 2:150 (Committees), 2:210 (Organizational Board of Education Meeting), 2:220 (Board of Education Meeting Procedure)

Adopted: January 21, 2020

PRESSPlus Comments

PRESSPlus 1. Updated to reflect changes to 5 ILCS 120/7, amended by P.A. 101-640, permitting public bodies to meet remotely without a quorum physically present at the meeting location during a public health emergency. **Issue 108, November 2021**

PRESSPlus 2. The School Code continues to define the board president's role in conducting criminal background investigations and receiving the results of these investigations, including the results for employees of district contractors. 105 ILCS 5/10-21.9. Many districts delegate this task in the hiring process to a human resources department. For more information, see the subhead entitled Screening in policy 4:175, *Convicted Child Sex Offender; Screening; Notifications*, and the subhead entitled Investigations in policy 5:30, *Hiring Process Criteria*. **Issue 108, November 2021**

Document Status: Draft Update

BOARD OF EDUCATION

2:120 Board Member Development

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

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

Mandatory Board Member Training

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

1. Each Board member elected or appointed to fill a vacancy of at least one year's duration must complete at least four hours of professional development leadership training in education and labor law, financial oversight and accountability, ~~and~~ fiduciary responsibilities, and (beginning in the fall of 2023) trauma-informed practices for students and staff within the first year of his or her first term. [PRESSPlus1](#)
2. Each Board member must complete training on the Open Meetings Act no later than 90 days after taking the oath of office for the first time. After completing the training, each Board member must file a copy of the certificate of completion with the Board. Training on the Open Meetings Act is only required once.
3. Each Board member must complete a training program on evaluations under the Performance Evaluation Reform Act (PERA) before participating in a vote on a tenured teacher's dismissal using the optional alternative evaluation dismissal process. This dismissal process is available after the District's PERA implementation date.

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

Professional Development; Adverse Consequences of School Exclusion; Student Behavior

The Board President or Superintendent, or their designees, will make reasonable efforts to provide ongoing professional development to Board members about the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, appropriate and available supportive services for the promotion of student attendance and engagement, and developmentally appropriate disciplinary methods that promote positive and healthy school climates.

Board Self-Evaluation

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

New Board Member Orientation

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

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

Candidates

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

LEGAL REF.:

[5 ILCS 120/1.05](#) and [120/2](#).

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

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

ADOPTED: June 11, 2019

PRESSPlus Comments

PRESSPlus 1. 105 ILCS 5/10-16a, amended by P.A. 102-638. See 105 ILCS 5/10-16a(b-5) for the required and recommended elements of the training regarding trauma-informed practices. **Issue 108, November 2021**

Document Status: Draft Update

BOARD OF EDUCATION

2:220 Board of Education Meeting Procedure

Agenda

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

Each Board meeting agenda shall contain the general subject matter of any item that will be the subject of final action at the meeting. Items submitted by Board members to the Superintendent or the President shall be placed on the agenda for an upcoming meeting. District residents may suggest inclusions for the agenda. Discussion items may be added to the agenda upon unanimous approval of those Board members present. The Board will take final action only on items contained in the posted agenda; items not on the agenda may still be discussed.

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

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

Voting Method

Unless otherwise provided by law, when a vote is taken upon any measure before the Board, with a quorum being present, a majority of the votes cast shall determine its outcome. A vote of *abstain* or *present*, or a vote other than *yea* or *nay*, or a failure to vote, is counted for the purposes of determining whether a quorum is present. A vote of *abstain* or *present*, or a vote other than *yea* or *nay*, or a failure to vote, however, is not counted in determining whether a measure has been passed by the Board, unless otherwise stated in law. The sequence for casting votes is rotated.

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

Minutes

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

1. The meeting's date, time, and place;
2. Board members recorded as either present or absent;
3. A summary of the discussion on all matters proposed, deliberated, or decided, and a record of any votes taken;
4. On all matters requiring a roll call vote, a record of who voted *yea* and *nay*;
5. If the meeting is adjourned to another date, the time and place of the adjourned meeting;
6. The vote of each member present when a vote is taken to hold a closed meeting or portion of a meeting, and the reason for the closed meeting with a citation to the specific exception contained in the Open Meetings Act (OMA) authorizing the closed meeting;
7. A record of all motions, including individuals making and seconding motions;
8. Upon request by a Board member, a record of how he or she voted on a particular motion; and
9. The type of meeting, including any notices and, if a reconvened meeting, the original meeting's date.

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

~~At least semi-annually~~ Every six months, or as soon after as is practicable, in an open meeting, the Board: (1) reviews minutes from all closed meetings that are currently unavailable for public release, and (2) ~~decides~~ determines which, if any, no longer require confidential treatment and are available for public inspection. This is also referred to as a semi-annual review. [PRESSPlus1](#) The Board may meet in a prior closed session to review the minutes from closed meetings that are currently unavailable for public release, but it reports its determination in open session.

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

The official minutes are in the custody of the Board Secretary. Open meeting minutes are available for inspection during regular office hours within 10 days after the Board's approval; they may be inspected in the District's main office, in the presence of the Secretary, the Superintendent or designee, or any Board member.

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

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

Verbatim Record of Closed Meetings

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

closed meeting, and (2) a secure location for storing closed meeting audio recordings is maintained within the District's administrative offices or their official storage location.

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

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

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

Quorum and Participation by Audio or Video Means

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

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

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

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

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

Rules of Order

Unless State law or Board-adopted rules apply, the Board President, as the presiding officer, will use the most recent edition of Robert's Rules of Order, Newly Revised (11th Edition), as a guide when a question arises concerning procedure.

Broadcasting and Recording Board Meetings

Any person may record or broadcast an open Board meeting. Special requests to facilitate recording or broadcasting an open Board meeting, such as seating, writing surfaces, lighting, and access to electrical power, should be directed to the Superintendent at least 24 hours before the meeting.

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

LEGAL REF.:

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

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

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

Adopted: September 22, 2020

PRESSPlus Comments

PRESSPlus 1. Required by 5 ILCS 120/2.06(d), amended by P.A. 102-653. If a board is unable to conduct the review every six months, it must do so as soon after as is practicable, taking into account the nature and meeting schedule of the board. A board may also conduct the review more frequently. For the sake of brevity and to align with the closed meeting exception in 5 ILCS 120/2(c) (21) that continues to refer to a public body's *semi-annual* review of its closed session minutes, this policy's exhibits use the term *semi-annual*, even though that term was removed from 5 ILCS 120/2.06(d). **Issue 108, November 2021**

Document Status: Draft Update

BOARD OF EDUCATION

2:260 Uniform Grievance Procedure

A student, parent/guardian, employee, or community member should notify any District Complaint Manager if he or she believes that the Board of Education, its employees, or its agents have violated his or her rights guaranteed by the State or federal Constitution, State or federal statute, or Board policy, or have a complaint regarding any one of the following:

1. Title II of the Americans with Disabilities Act, [42 U.S.C. §12101](#) *et seq.*
2. Title IX of the Education Amendments of 1972, [20 U.S.C. §1681](#) *et seq.*, excluding Title IX sexual harassment complaints governed by policy 2:265, *Title IX Sexual Harassment Grievance Procedure*
3. Section 504 of the Rehabilitation Act of 1973, [29 U.S.C. §791](#) *et seq.*
4. Title VI of the Civil Rights Act, [42 U.S.C. §2000d](#) *et seq.*
5. Equal Employment Opportunities Act (Title VII of the Civil Rights Act), [42 U.S.C. §2000e](#) *et seq.*
6. Sexual harassment prohibited by the State Officials and Employees Ethics Act, [5 ILCS 430/70-5\(a\)](#); Illinois Human Rights Act, [775 ILCS 5/](#); and Title VII of the Civil Rights Act of 1964, [42 U.S.C. §2000e](#) *et seq.* (Title IX sexual harassment complaints are addressed under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*)
7. Breastfeeding accommodations for students, [105 ILCS 5/10-20.60](#)
8. Bullying, [105 ILCS 5/27-23.7](#)
9. Misuse of funds received for services to improve educational opportunities for educationally disadvantaged or deprived children
10. Curriculum, instructional materials, and/or programs
11. Victims' Economic Security and Safety Act, [820 ILCS 180/](#)
12. Illinois Equal Pay Act of 2003, [820 ILCS 112/](#)
13. Provision of services to homeless students
14. Illinois Whistleblower Act, [740 ILCS 174/](#)
15. Misuse of genetic information prohibited by the Illinois Genetic Information Privacy Act, [410 ILCS 513/](#); and Titles I and II of the Genetic Information Nondiscrimination Act, [42 U.S.C. §2000ff](#) *et seq.*
16. Employee Credit Privacy Act, [820 ILCS 70/](#)

The Complaint Manager will first attempt to resolve complaints without resorting to this grievance procedure. If a formal complaint is filed under this policy, the Complaint Manager will address the complaint promptly and equitably. A student and/or parent/guardian filing a complaint under this policy may forego any informal suggestions and/or attempts to resolve it and may proceed directly to this grievance procedure. The Complaint Manager will not require a student or parent/guardian complaining of any form of harassment to attempt to resolve allegations directly with the accused (or the accused's parents/guardians); this includes mediation.

Right to Pursue Other Remedies Not Impaired

The right of a person to prompt and equitable resolution of a complaint filed under this policy shall not be impaired by the person's pursuit of other remedies, e.g., criminal complaints, civil actions, etc. Use of this grievance procedure is not a prerequisite to the pursuit of other remedies and use of this grievance procedure does not extend any filing deadline related to the pursuit of other remedies. If a person is pursuing another remedy subject to a complaint under this policy, the District will continue with a simultaneous investigation under this policy.

Deadlines

All deadlines under this policy may be extended by the Complaint Manager as he or she deems appropriate. As used in this policy, *school business days* means days on which the District's main office is open.

Filing a Complaint

A person (hereinafter Complainant) who wishes to avail him or herself of this grievance procedure may do so by filing a complaint with any District Complaint Manager. The Complainant shall not be required to file a complaint with a particular Complaint Manager and may request a Complaint Manager of the same gender. The Complaint Manager may request the Complainant to provide a written statement regarding the nature of the complaint or require a meeting with a student's parent(s)/guardian(s). The Complaint Manager shall assist the Complainant as needed.

For any complaint alleging bullying and/or cyberbullying of students, the Complaint Manager shall process and review the complaint according to Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, in addition to any response required by this policy. For any complaint alleging sexual harassment or other violation of Board policy 5:20, *Workplace Harassment Prohibited*, the Complaint Manager shall process and review the complaint according to that policy, in addition to any response required by this policy.

Investigation Process

The Complaint Manager will investigate the complaint or appoint a qualified person to undertake the investigation on his or her behalf. The Complaint Manager shall ensure both parties have an equal opportunity to present evidence during an investigation. If the Complainant is a student under 18 years of age, the Complaint Manager will notify his or her parents/guardians that they may attend any investigatory meetings in which their child is involved. The complaint and identity of the Complainant will not be disclosed except: (1) as required by law, of this policy, or any collective bargaining agreement, (2) as necessary to fully investigate the complaint, or (3) as authorized by the Complainant.

The identity of any student witnesses will not be disclosed except: (1) as required by law, this policy, or any collective bargaining agreement (2) as necessary to fully investigate the complaint, or (3) as authorized by the parent/guardian of the student witness, or by the student if the student is 18 years of age or older.

The Complaint Manager will inform, at regular intervals, the person(s) filing a complaint under this policy about the status of the investigation. Within 30 school business days after the date the complaint was filed, the Complaint Manager shall file a written report of his or her findings with the Superintendent. The Complaint Manager may request an extension of time.

The Superintendent will keep the Board informed of all complaints.

If a complaint contains allegations involving the Superintendent or Board member(s), the written report shall be filed directly with the Board, which will make a decision in accordance with paragraph four of the following section of this policy.

Decision and Appeal

Within five school business days after receiving the Complaint Manager's report, the Superintendent shall mail his or her written decision to the Complainant and the accused by first class U.S. mail registered mail, return receipt requested, and/or personal delivery [PRESSPlus1](#) as well as to the Complaint Manager. All decisions shall be based upon the *preponderance of evidence* standard.

Within 10 school business days after receiving the Superintendent's decision, the Complainant or the accused may appeal the decision to the Board by making a written request to the Complaint Manager. The Complaint Manager shall promptly forward all materials relative to the complaint and appeal to the Board.

Within 30 school business days after an appeal of the Superintendent's decision, the Board shall affirm, reverse, or amend the Superintendent's decision or direct the Superintendent to gather additional information. Within five school business days after the Board's decision, the Superintendent shall inform the Complainant and the accused of the Board's action.

For complaints containing allegations involving the Superintendent or Board member(s), within 30 school business days after receiving the Complaint Manager's or outside investigator's report, the Board shall mail its written decision to the Complainant and the accused by first class U.S. mail registered mail, return receipt requested, and/or personal delivery as well as to the Complaint Manager. This policy shall not be construed to create an independent right to a hearing before the Superintendent or Board. The failure to strictly follow the timelines in this grievance procedure shall not prejudice any party.

Appointing a Nondiscrimination Coordinator and Complaint Managers

The Superintendent shall appoint a Nondiscrimination Coordinator to manage the District's efforts to provide equal opportunity employment and educational opportunities and prohibit the harassment of employees, students, and others. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.

The Superintendent shall appoint at least one Complaint Manager to administer this policy. If possible, the Superintendent will appoint two Complaint Managers, one of each gender. The District's Nondiscrimination Coordinator may be appointed as one of the Complaint Managers.

The Superintendent shall insert into this policy and keep current the names, office addresses, email addresses, and telephone numbers of the Nondiscrimination Coordinator and the Complaint Managers.

Nondiscrimination Coordinator:

Dr. Monica Schroeder, Deputy Superintendent
1936 Green Bay Rd., Highland Park, IL 60035
mschroeder@nssd112.org
224/765-3044

Complaint Managers:

Dr. Holly Colin, Assistant Superintendent
1936 Green Bay Rd., Highland Park, IL 60035
hcolin@nssd112.org
224/765-3047

Dr. Kevin Ryan, Assistant Superintendent
1936 Green Bay Rd., Highland Park, IL 60035
kryan@nssd112.org
224/765-3051

LEGAL REF.:

8 U.S.C. §1324a et seq., Immigration Reform and Control Act.

20 U.S.C. §1232g, Family Education Rights Privacy Act.

20 U.S.C. §1400, The Individuals with Disabilities Education Act.

20 U.S.C. §1681 et seq., Title IX of the Education Amendments; 34 C.F.R. Part 106.

29 U.S.C. §206(d), Equal Pay Act. ~~Age Discrimination in Employment Act,~~

29 U.S.C. §621 et seq., Age Discrimination in Employment Act.

29 U.S.C. §791 et seq., Rehabilitation Act of 1973.

29 U.S.C. §2612, Family and Medical Leave Act.

42 U.S.C. §2000d et seq., Title VI of the Civil Rights Act.

42 U.S.C. §2000e et seq., Equal Employment Opportunities Act (Title VII of the Civil Rights Act).

42 U.S.C. §2000ff et seq., Genetic Information Nondiscrimination Act.

42 U.S.C. §11431 et seq., McKinney-Vento Homeless Assistance Act.

~~Americans With Disabilities Act,~~ 42 U.S.C. §12101 et seq., Americans With Disabilities Act.

~~Equal Employment Opportunities Act (Title VII of the Civil Rights Act), 42 U.S.C. §2000e et seq.~~

~~Equal Pay Act, 29 U.S.C. §206(d).~~

~~Immigration Reform and Control Act, 8 U.S.C. §1324a et seq.~~

105 ILCS 5/2-3.8, 5/3-10, 5/10-20, 5/10-20.5, 5/10-20.7a, 5/10-20.60, 5/10-20.69 5/10-20.75 (final citation pending), 5/10-22.5, 5/22-19, 5/24-4, 5/27-1, 5/27-23.7, and 45/1-15.

5 ILCS 415/10(a)(2), Government Severance Pay Act.

5 ILCS 430/70-5(a), State Officials and Employees Ethics Act.

~~Illinois Genetic Information Privacy Act,~~ 410 ILCS 513/, Ill. Genetic Information Privacy Act.

~~Illinois Whistleblower Act,~~ 740 ILCS 174/, Whistleblower Act.

740 ILCS 175/, Ill. False Claims Act.

~~Illinois Human Rights Act,~~ 775 ILCS 5/, Ill. Human Rights Act.

~~Victims' Economic Security and Safety Act,~~ 820 ILCS 180/, Victims' Economic Security and Safety

Act; 56 Ill.Admin.Code Part 280.

~~Equal Pay Act of 2003~~, 820 ILCS 112/, Equal Pay Act of 2003.

~~Employee Credit Privacy Act~~, 820 ILCS 70/, Employee Credit Privacy Act, 70/10(b), and 70/25.

23 Ill.Admin.Code §§1.240, ~~and~~ 200.40, 226.50, and 226.570.

CROSS REF.: 2:105 (Ethics and Gift Ban), 2:265 (Title IX Sexual Harassment Grievance Procedure), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:90 (Abused and Neglected Child Reporting), 6:120 (Education of Children with Disabilities), 6:140 (Education of Homeless Children), 6:170 (Title I Programs), 6:260 (Complaints About Curriculum, Instructional Materials, and Programs), 7:10 (Equal Educational Opportunities), 7:15 (Student and Family Privacy Rights), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:310 (Restrictions on Publications; Elementary Schools), 8:70 (Accommodating Individuals with Disabilities), 8:95 (Parental Involvement), 8:110 (Public Suggestions and Concerns)

Adopted: October 20, 2020

PRESSPlus Comments

PRESSPlus 1. Optional; using a delivery method that allows the district to verify the date of receipt is a best practice. **Issue 108, November 2021**

Document Status: Draft Update

GENERAL SCHOOL ADMINISTRATION

3:40 Superintendent

Duties and Authority

The Superintendent is the District's executive officer and is responsible for the administration and management of the District schools 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*.¹ 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; Conduct; and Conflict of Interest), 5:150 (Personnel Records), 5:210 (Resignations), 5:290 (Employment Termination and Suspensions)

Adopted: March 9, 2021

PRESSPlus Comments

PRESSPlus 1. Updated in response to the General Assembly's focus on resolving Educator Misconduct. 105 ILCS 5/10-21.9(e-5), amended by P.A.102-552, requires these notifications and provides superintendents immunity from any liability, whether civil or criminal or that otherwise might result by complying with the statute. **Issue 108, November 2021**

Document Status: Draft Update

GENERAL SCHOOL ADMINISTRATION

3:50 Administrative Personnel Other Than the Superintendent

Duties and Authority

The Board of Education establishes District administrative and supervisory positions in accordance with the District's needs and State law. This policy applies to all administrators other than the Superintendent, including without limitation, Building Principals. 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 and each administrator shall enter into an employment agreement that complies with Board policy and State law. The terms of an individual employment contract, when in conflict with this policy, will control.

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 \(Employee Ethics; Conduct; and Conflict of Interest\)](#), [5:150 \(Personnel Records\)](#), [5:210 \(Resignations\)](#), [5:250 \(Leaves of Absence\)](#), [5:290 \(Employment Termination and Suspensions\)](#), [PRESSPlus1](#)

ADOPTED: June 11, 2019

PRESSPlus Comments

PRESSPlus 1. The Cross References are updated in response to the General Assembly's focus on resolving Educator Misconduct. **Issue 108, November 2021**

Document Status: Draft Update

GENERAL SCHOOL ADMINISTRATION

3:60 Administrative Responsibility of the Building Principal

Duties and Authority

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.:

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

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.](#) [PRESSPlus1](#)

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 \(Employee Ethics; Conduct; and Conflict of Interest\)](#), [5:150 \(Personnel Records\)](#), [5:210 \(Resignations\)](#), [5:250 \(Leaves of Absence\)](#), [5:290 \(Employment Termination and Suspensions\)](#) [PRESSPlus2](#)

[ADOPTED: June 11, 2019](#)

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 108, November 2021**

PRESSPlus 2. The Cross References are updated in response to the General Assembly's focus on resolving Educator Misconduct. **Issue 108, November 2021**

Document Status: Draft Update

OPERATIONAL SERVICES

4:60 Purchases and Contracts

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

Standards for Purchasing and Contracting

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

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

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

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

1. Supplies, materials, or work involving an expenditure in excess of \$25,000 must comply with the State law bidding procedure, [105 ILCS 5/10-20.21](#), unless specifically exempted.
2. Construction, lease, or purchase of school buildings must comply with State law and Board policy 4:150, *Facility Management and Building Programs*.
3. Guaranteed energy savings must comply with [105 ILCS 5/19b-1](#) *et seq.*
4. Third party non-instructional services must comply with [105 ILCS 5/10-22.34c](#).
5. Goods and services that are intended to generate revenue and other remunerations for the District in excess of \$1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services, must comply with [105 ILCS 5/10-20.21](#)(b-5). The Superintendent or designee shall keep a record of: (1) each vendor, product, or service provided, (2) the actual net revenue and non-monetary remuneration from each contract or agreement, and (3) how the revenue was used and to whom the non-monetary remuneration was distributed. The Superintendent or designee shall report this information to the Board by completing the necessary forms that must be attached to the District's annual budget.
6. Any contract to purchase food with a bidder or offer or must comply with [105 ILCS 5/10-20.21](#)(b-10).
7. The purchase of paper and paper products must comply with [105 ILCS 5/10-20.19c](#) and Board policy 4:70, *Resource Conservation*.
8. Each contractor with the District is bound by each of the following:

- a. In accordance with [105 ILCS 5/10-21.9\(f\)](#): (1) prohibit any of its employees who is or was found guilty of a criminal offense listed in [105 ILCS 5/10-21.9\(c\)](#) and [5/21B-80\(c\)](#) to have direct, daily contact at a District school or school-related activity with one or more student(s); (2) prohibits any of the contractor's employees from having direct, daily contact with one or more students if the employee was found guilty of any offense in [5/21B-80\(b\)](#) (certain drug offenses) until seven years following the end of the employee's sentence for the criminal offense; and (3) require each of its employees who will have direct, daily contact with student(s) to cooperate during the District's fingerprint-based criminal history records check on him or her.
 - b. In accordance with [105 ILCS 5/24-5](#): (1) concerning each new employee of a contractor that provides services to students or in schools, provide the District with evidence of physical fitness to perform the duties assigned and freedom from communicable disease if the employee will have direct, daily contact with one or more student(s); and (2) require any new or existing employee who has and will have direct, daily contact with one or more student(s) to complete additional health examinations as required by the District and be subject to additional health examinations, including tuberculosis screening, as required by the Ill. Department of Public Health rules or order of a local health official.
9. [After 1-1-23, any pavement engineering project using a coal tar-based sealant product or high polycyclic aromatic hydrocarbon sealant product for pavement engineering-related use must comply with the Coal Tar Sealant Disclosure Act.](#) [PRESSPlus1](#)
 10. [Purchases made with federal or State awards must comply with 2 C.F.R. Part 200 and 30 ILCS 708/, as applicable, and any terms of the award.](#) [PRESSPlus2](#)

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

LEGAL REF.:

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

105 ILCS 5/10-20.19c, 5/10-20.21, 5/10-21.9, 5/10-22.34c, 5/19b-1 et seq., and 5/24-5.

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

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

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

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

Adopted: January 21, 2020

PRESSPlus Comments

PRESSPlus 1. 410 ILCS 170/10(b), added by P.A. 102-242, eff. 1-1-23. **Issue 108, November 2021**

PRESSPlus 2. 2 C.F.R. §§200.318-200.327; 30 ILCS 708/. The Grant Accountability and Transparency Act (GATA) adopts the federal uniform guidance for all grants, unless the Office of the Governor grants an exception. 30 ILCS 708/55; 44 Ill.Admin.Code §7000.60. For information about the scope of GATA as it pertains to grants administered by ISBE, see www.isbe.net/gata. **Issue 108, November 2021**

Document Status: 5-Year-Review - Needs Review

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 School Board policy 6:50, *School Wellness*.

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](#) and [220](#), Food and Nutrition Service.

[105 ILCS 125/](#).

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

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

Adopted: March 8, 2021

Document Status: Draft Update

OPERATIONAL SERVICES

4:160 Environmental Quality of Buildings and Grounds

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

The Superintendent shall notify all employees who must be offered, according to State or federal law, District-paid hepatitis B vaccine and vaccination.

Pesticides

Restricted use pesticides will not be applied on or within 500 feet of school property during normal school hours. [PRESSPlus1](#) The Superintendent or designee shall maintain a registry of employees and parents/guardians of students requesting notification before the application of pesticide(s) and notify these people as required by the Structural Pest Control Act, [225 ILCD 235/](#), and the Lawn Care Products Application and Notice Act, [415 ILCS 65/](#).

Coal Tar Sealant [PRESSPlus2](#)

Beginning on 1-1-23, before coal tar-based sealant products or high polycyclic aromatic hydrocarbon sealant products are used on District premises, the Superintendent or designee shall notify employees and parents/guardians of students in writing or by telephone as required by the Coal Tar Sealant Disclosure Act.

LEGAL REF.:

105 ILCS 5/10-20.17a; 5/10-20.48.

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

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

20 ILCS 3130/, Green Buildings Act.

~~105 ILCS 5/10-20.17a; 5/10-20.48.~~

105 ILCS 135/, Toxic Art Supplies in Schools Act.

105 ILCS 140/, Green Cleaning School Act.

225 ILCS 235/, Structural Pest Control Act.

415 ILCS 60/14, Illinois Pesticide Act.

415 ILCS 65/, Lawn Care Products Application and Notice Act.

410 ILCS 170/, Coal Tar Sealant Disclosure Act.

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

23 Ill.Admin.Code §1.330.

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

ADOPTED: June 11, 2019

PRESSPlus Comments

PRESSPlus 1. The Illinois Pesticide Act (415 ILCS 60/14 3.F., amended by P.A. 102-548) makes it unlawful to apply a restricted use pesticide on or within 500 feet of school property during normal hours, except for whole structure fumigation, and if the pesticide application information listed on the pesticide label is more restrictive than the law, then the more restrictive provision applies. *Normal school hours* means Monday through Friday from 7 a.m. until 4 p.m., excluding days when classes are not in session. The statute prohibits restricted pesticide applications during *normal hours* but defines *normal school hours*. This policy uses normal school hours. *State Restricted Pesticide Use* is defined as any pesticide use which the Director (Ill. Dept. of Agriculture or his or her authorized representative) determines, subsequent to public hearing, that an additional restriction for that use is needed to prevent unreasonable adverse effects. **Issue 108, November 2021**

PRESSPlus 2. 410 ILCS 170(a)(1)-(4), added by P.A. 102-242, eff. 1-1-23, requires schools to provide written or telephonic notification to employees and parents/guardians of students prior to any application of a coal tar-based sealant product or a high polycyclic aromatic hydrocarbon sealant product. Written notifications must: (1) be included in newsletters, bulletins, calendars, or other correspondence currently published by the district (this is the only prong of written notice that is permissive); (2) be given at least 10 business days before the application and should identify the intended date and location of the application of the coal tar-based sealant product or high polycyclic aromatic hydrocarbon sealant; (3) include the name and telephone contact number for the school or day care center (if the district has one) personnel responsible for the application; and (4) include any health hazards associated with coal tar-based sealant product or high polycyclic aromatic hydrocarbon sealant product, as provided by a corresponding safety data sheet.

Districts may want to include numbers (3) and (4) in their student handbooks. The Ill. Principals Association (IPA) maintains a handbook service that coordinates with PRESS material, Online Model Student Handbook (MSH), at: www.ilprincipals.org/resources/model-student-handbook. **Issue 108, November 2021**

Document Status: Draft Update - New

4:165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors

New/Unpublished Section

Child sexual abuse and grooming behaviors harm students, their parents/guardians, the District's environment, its school communities, and the community at large, while diminishing a student's ability to learn. The Board has a responsibility and obligation to increase awareness and knowledge of: (1) issues regarding child sexual abuse, (2) likely warning signs that a child may be a victim of sexual abuse, (3) grooming behaviors related to child sexual abuse and grooming, (4) how to report child sexual abuse, (5) appropriate relationships between District employees and students based upon State law, and (6) how to prevent child sexual abuse. [PRESSPlus1](#)

To address the Board's obligation to increase awareness and knowledge of these issues, prevent sexual abuse of children, and define prohibited grooming behaviors, the Superintendent or designee shall implement an Awareness and Prevention of Sexual Abuse and Grooming Behaviors Program. The Program will:

1. Educate students with:
 - a. An age-appropriate and evidence-informed health and safety education curriculum that includes methods for how to report child sexual abuse and grooming behaviors to authorities, through policy 6:60, *Curriculum Content*;
 - b. Information in policy 7:250, *Student Support Services*, about: (i) District counseling options, assistance, and intervention for students who are victims of or affected by sexual abuse, and (ii) community-based Children's Advocacy Centers and sexual assault crisis centers and how to access those serving the District.
2. Train District employees about child sexual abuse and grooming behaviors by January 31 of each school year with materials that include:
 - a. A definition of prohibited grooming behaviors and boundary violations pursuant to policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*;
 - b. Evidence-informed [PRESSPlus2](#) content on preventing, recognizing, reporting, and responding to child sexual abuse, grooming behaviors, and boundary violations pursuant to policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; 5:90, *Abused and Neglected Child Reporting*; 5:100, *Staff Development Program*; and 5:120, *Employee Ethics; Conduct; and Conflict of Interest*; and
 - c. How to report child sexual abuse, grooming behaviors, and/or boundary violations pursuant to policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting*.
3. Provide information to parents/guardians in student handbooks about the warning signs [PRESSPlus3](#) of child sexual abuse, grooming behaviors, and boundary violations with evidence-informed educational information that also includes: [PRESSPlus4](#)
 - a. Assistance, referral, or resource information, including how to recognize grooming behaviors, [PRESSPlus5](#) appropriate relationships between District employees and students based upon policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*, and how to prevent child sexual abuse from happening;

- b. Methods for how to report child sexual abuse, grooming behaviors, and/or boundary violations to authorities; and
 - c. Available counseling and resources for children who are affected by sexual abuse, including both emotional and educational support for students affected by sexual abuse, so that the student can continue to succeed in school pursuant to policy 7:250, *Student Support Services*.
4. Provide parents/guardians of students in any of grades K through 8 with not less than five days' written notice before commencing any class or course providing instruction in recognizing and avoiding sexual abuse, as well as the opportunity to object in writing. [PRESSPlus6](#)

LEGAL REF.:

105 ILCS 5/10-23.13, 5/27-9.1a, and 5/27-13.2.

105 ILCS 110/3, Critical Health Problems and Comprehensive Health Education Act.

325 ILCS 5/, Abused and Neglected Child Reporting Act.

720 ILCS 5/11-25, Criminal Code of 2012.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:90 (Abused and Neglected Child Reporting), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 6:60 (Curriculum Content), 7:20 (Harassment of Students Prohibited), 7:250 (Student Support Services)

PRESSPlus Comments

PRESSPlus 1. This policy is created in response to 105 ILCS 5/10-23.13 (*Erin's Law*), amended by P.A. 102-610, which requires districts to adopt and implement a policy addressing sexual abuse of children that includes an age-appropriate and evidence-informed curriculum for preK-12 students, evidence-informed training for school personnel on child sexual abuse, and evidence-informed educational information for parents/guardians in school handbooks. For more information, see this policy's footnotes and the Ethics, Training, and Educator Misconduct bundle in the **PRESS** Issue 108 Update Memo, available at **PRESS** Online by logging in at www.iasb.com. **Issue 108, November 2021**

PRESSPlus 2. Two Illinois laws address "evidence-informed." *Evidence-informed per Erin's Law* means modalities that were created utilizing components of evidence-based treatments or curriculums. 105 ILCS 5/10-23.13(a), added by P.A. 102-610. Contrast with National Sex Education Standards (NSES) at 105 ILCS 5/27-9.1a(a), added by P.A. 102-552, which defines an *evidence-informed program* as "a program that uses the best available research and practice knowledge to guide program design and implementation." **Issue 108, November 2021**

PRESSPlus 3. 105 ILCS 5/10-23.13(b) and (b)(1); warning signs and *likely* warning signs are mentioned twice in the law. This policy uses likely in the purpose introduction. The Ill. Principals Association (IPA) maintains a handbook service that coordinates with **PRESS** material, Online Model Student Handbook (MSH), at: www.ilprincipals.org/resources/model-student-handbook. **Issue 108, November 2021**

PRESSPlus 4. This information is listed in 7:190-E2, *Student Handbook Checklist*, available at **PRESS** Online by logging in at www.iasb.com. **Issue 108, November 2021**

PRESSPlus 5. Providing information to parents/guardians about how to recognize grooming behaviors is not in *Erin's Law*; it only addresses informing parents/guardians about the methods for increasing their awareness and knowledge of grooming behaviors. 105 ILCS 5/10-23.13(b)(1). This policy requires the district to provide information to parents/guardians about how to recognize grooming behaviors to: (1) effect the purpose of *Erin's Law*, (2) align with the intent of the following statutes: 105 ILCS 110/3 (Critical Health Problems and Comprehensive Health Education Act); 105 ILCS 5/27-9.1a(b), added by P.A. 102-552 (requires comprehensive health and safety and comprehensive sexual health education a/k/a NSES); and 105 ILCS 5/27-13.2 (educating all students to recognize and avoid sexual abuse and assault) and (3) align with the notification requirements in 105 ILCS 5/27-13.2 (parents/guardians of K-8 students prior to commencing instruction in recognizing and avoiding sexual abuse). **Issue 108, November 2021**

PRESSPlus 6. Required by 105 ILCS 5/27-13.2. See 6:60-AP1, E1, *Notice to Parents/Guardians of Sexual Abuse and Assault Awareness and Prevention Education; Requests to Examine Materials; Written Objection(s) and/or Opt-outs*, available at **PRESS** Online by logging in at www.iasb.com. **Issue 108, November 2021**

Document Status: Draft Update

OPERATIONAL SERVICES

4:170 Safety

Safety and Security

All District operations, including the education program, shall be conducted in a manner that will promote the safety and security of everyone on District property or at a District event. The Superintendent or designee shall develop, implement, and maintain a comprehensive safety and security plan that includes, without limitation:

1. An emergency operations and crisis response plan(s) addressing prevention, preparation, response, and recovery for each school;
2. Provisions for a coordinated effort with local law enforcement and fire officials, emergency medical services personnel, and the Board Attorney;
3. A school safety drill plan;
4. Instruction in safe bus riding practices; and
5. A clear, rapid, factual, and coordinated system of internal and external communication.

In the event of an emergency that threatens the safety of any person or property, students and staff are encouraged to follow the best practices discussed for their building regarding the use of any available cellular telephones.

School Safety Drill Plan

During every academic year, each school building that houses school children shall conduct, at a minimum, each of the following in accordance with the School Safety Drill Act ([105 ILCS 128/](#)):

1. Three school evacuation drills to address and prepare students and school personnel for fire incidents. One of these three drills shall require the participation of the local fire department or district.
2. One bus evacuation drill.
3. One severe weather and shelter-in-place drill to address and prepare students and school personnel for possible tornado incidents.
4. One law enforcement **lockdown** drill to address a school shooting incident and to evaluate the preparedness of school personnel and students. This drill shall occur no later than 90 days after the first day of school of each year, and shall require the participation of all school personnel and students present at school at the time of the drill, except for those exempted by administrators, **or** school support personnel, **or a parent/guardian.** [PRESSPlus1](#)

Annual Review

The Board or its designee will annually review each school building's emergency operations and crisis response plan(s), protocols, and procedures, as well as each building's compliance with the school safety drill plan. This annual review shall be in accordance with the School Safety Drill Act ([105 ILCS 128/](#)) and the Joint Rules of the Office of the State Fire Marshal and the Ill. State Board of Education

(ISBE). [29 Ill.Admin.Code Part 1500](#).

Automated External Defibrillator (AED)

The Superintendent or designee shall implement a written plan for responding to medical emergencies at the District's physical fitness facilities in accordance with the Fitness Facility Medical Emergency Preparedness Act and shall file a copy of the plan with the Ill. Dept. of Public Health (IDPH). The plan shall provide for at least one automated external defibrillator (AED) to be available at every physical fitness facility on the premises according to State law requirements.

The District shall have an AED on site as well as a trained AED user: (1) on staff during staffed business hours; and (2) available during activities or events sponsored and conducted or supervised by the District. The Superintendent or designee shall ensure that every AED on the District's premises is properly tested and maintained in accordance with rules developed by the IDPH. This policy does not create an obligation to use an AED.

Carbon Monoxide Alarms

The Superintendent or designee shall implement a plan with the District's local fire officials to:

1. Determine which school buildings to equip with approved *carbon monoxide alarms* or *carbon monoxide detectors*,
2. Locate the required carbon monoxide alarms or carbon monoxide detectors within 20 feet of a carbon monoxide emitting device, and
3. Incorporate carbon monoxide alarm or detector activation procedures into each school building that requires a carbon monoxide alarm or detector. The Superintendent or designee shall ensure each school building annually reviews these procedures.

Soccer Goal Safety

The Superintendent or designee shall implement the Movable Soccer Goal Safety Act in accordance with the guidance published by the IDPH. Implementation of the Act shall be directed toward improving the safety of movable soccer goals by requiring that they be properly anchored.

Unsafe School Choice Option

The unsafe school choice option allows students to transfer to another District school or to a public charter school within the District. The unsafe school choice option is available to:

1. All students attending a persistently dangerous school, as defined by State law and identified by the ISBE.
2. Any student who is a victim of a violent criminal offense, as defined by [725 ILCS 120/3](#), that occurred on school grounds during regular school hours or during a school-sponsored event.

The Superintendent or designee shall develop procedures to implement the unsafe school choice option.

Lead Testing in Water

The Superintendent or designee shall implement testing for lead in each source of drinking water in school buildings in accordance with the Ill. Plumbing License Law and guidance published by the IDPH. The Superintendent or designee shall notify parent(s)/guardian(s) about the sampling results from their children's respective school buildings.

Emergency Closing

The Superintendent is authorized to close school(s) in the event of hazardous weather or other emergency that threatens the safety of students, staff members, or school property.

LEGAL REF.:

[105 ILCS 5/10-20.2](#), [5/10-20.57](#), [5/18-12](#), and [5/18-12.5](#).

105 ILCS 128/, School Safety Drill Act; ~~implemented by~~ 29 Ill.Admin.Code Part 1500.

[210 ILCS 74/](#), Physical Fitness Facility Medical Emergency Preparedness Act.

[225 ILCS 320/35.5](#), Ill. Plumbing License Law.

CROSS REF.: 4:110 (Transportation), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 4:180 (Pandemic Preparedness; **Management; and Recovery**), 5:30 (Hiring Process and Criteria), 8:30 (Visitors to and Conduct on School Property), 8:100 (Relations with Other Organizations and Agencies)

ADOPTED: June 11, 2019

PRESSPlus Comments

PRESSPlus 1. 105 ILCS 128/20(c), amended by P.A. 102-395. While 105 ILCS 128/20(c) uses both *lockdown drill* and *walk-through lockdown drill*, the terms are synonymous. For brevity, this material uses the term *lockdown drill*. Schools must (1) notify parents/guardians in advance of any lockdown drill that involves student participation, and (2) allow parents/guardians to exempt their child(ren) from participating for any reason. For students who do not participate in the lockdown drill, districts must provide alternative safety education and instruction related to an active threat or active shooter event. For students who do participate in the lockdown drill, districts must allow them to ask questions related to it.

Law enforcement may only run an active shooter simulation, including simulated gun fire drills, on school days when students are not present. 105 ILCS 128/20(c)(5)-(8), added by P.A. 102-395. **Issue 108, November 2021**

Document Status: Draft Update

OPERATIONAL SERVICES

4:175 Convicted Child Sex Offender; Screening; Notifications

Persons Prohibited on School Property without Prior Permission

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. [PRESSPlus1](#) He or she shall take appropriate action based on the result of any criminal background check and/or screen. [PRESSPlus2](#)

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: June 11, 2019

PRESSPlus Comments

PRESSPlus 1. The School Code continues to define the board president's role in conducting criminal background investigations and receiving the results of these investigations, including the results for employees of district contractors. 105 ILCS 5/10-21.9. Many districts delegate this task in the hiring process to a human resources department. For more information, see Investigations in policy 5:30, *Hiring Process Criteria*. **Issue 108, November 2021**

PRESSPlus 2. When a criminal sexual offense is committed or alleged to have been committed by a district employee or contractor, law enforcement shall immediately transmit a copy of the criminal history record information relating to the investigation of the offense/alleged offense to the superintendent. This transmission will occur either upon the superintendent's request or, if the law enforcement agency knows the offender/alleged offender is employed by a district, automatically. 725 ILCS 191/15, added by P.A. 102-652. See sample administrative procedure 4:175-AP1, *Criminal Offender Notification Laws; Screening*, available at **PRESS** Online by logging in at www.iasb.com. **Issue 108, November 2021**

General Personnel

5:10 Equal Employment Opportunity and Minority Recruitment

¹ The School District shall provide equal employment opportunities to all persons regardless of their race; color; creed; religion; national origin; sex; sexual orientation; age; ancestry; marital status; arrest record; military status; order of protection status; unfavorable military discharge; citizenship status provided the individual is authorized to work in the United States; work authorization status; [PRESSPlus1](#) use of lawful products while not at work; being a victim of domestic violence, sexual violence, ~~or~~ gender violence, or any other crime of violence; [PRESSPlus2](#) genetic information; physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodation; pregnancy, childbirth, or related medical conditions; credit history, unless a satisfactory credit history is an established bona fide occupational requirement of a particular position; conviction record, unless authorized by law; or other legally protected categories. No one will be penalized solely for his or her status as a registered qualifying patient or a registered designated caregiver for purposes of the Compassionate Use of Medical Cannabis Program Act, [410 ILCS 130/](#).

Persons who believe they have not received equal employment opportunities should report their claims to the Nondiscrimination Coordinator and/or a Complaint Manager for the Uniform Grievance Procedure. These individuals are listed below. No employee or applicant will be discriminated or retaliated against because he or she: (1) requested, attempted to request, used, or attempted to use a reasonable accommodation as allowed by the Illinois Human Rights Act, or (2) initiated a complaint, was a witness, supplied information, or otherwise participated in an investigation or proceeding involving an alleged violation of this policy or State or federal laws, rules or regulations, provided the employee or applicant did not make a knowingly false accusation nor provide knowingly false information.

Administrative Implementation

The Superintendent shall appoint a Nondiscrimination Coordinator for personnel who shall be responsible for coordinating the District's nondiscrimination efforts. The Nondiscrimination Coordinator may be the Superintendent or a Complaint Manager for the Uniform Grievance Procedure. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.

The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers.

Nondiscrimination Coordinator:

Dr. Monica Schroeder, Deputy Superintendent
1936 Green Bay Rd., Highland Park, IL 60035
mschroeder@nssd112.org
224/765-3044

Complaint Managers:

Dr. Holy Colin, Assistant
Superintendent

Dr. Kevin Ryan, Assistant Superintendent

1936 Green Bay Rd., Highland Park, IL 60035 1936 Green Bay Rd., Highland Park, IL 60035

hcolin@nssd112.org

kryan@nssd112.org

224/765-3047

224/765-3051

The Superintendent shall also use reasonable measures to inform staff members and applicants that the District is an equal opportunity employer, such as, by posting required notices and including this policy in the appropriate handbooks.

Minority Recruitment

The District will attempt to recruit and hire minority employees. The implementation of this policy may include advertising openings in minority publications, participating in minority job fairs, and recruiting at colleges and universities with significant minority enrollments. This policy, however, does not require or permit the District to give preferential treatment or special rights based on a protected status without evidence of past discrimination.

LEGAL REF.:

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

[20 U.S.C. §1681](#) *et seq.*, Title IX of the Education Amendments of 1972; [34 C.F.R. Part 106](#).

[29 U.S.C. §206](#)(d), Equal Pay Act.

[29 U.S.C. §621](#) *et seq.*, Age Discrimination in Employment Act.

[29 U.S.C. §701](#) *et seq.*, Rehabilitation Act of 1973.

[38 U.S.C. §4301](#) *et seq.*, Uniformed Services Employment and Reemployment Rights Act (1994).

[42 U.S.C. §1981](#) *et seq.*, Civil Rights Act of 1991.

[42 U.S.C. §2000e](#) *et seq.*, Title VII of the Civil Rights Act of 1964; [29 C.F.R. Part 1601](#).

[42 U.S.C. §2000ff](#) *et seq.*, Genetic Information Nondiscrimination Act of 2008.

[42 U.S.C. §2000d](#) *et seq.*, Title VI of the Civil Rights Act of 1964.

[42 U.S.C. §2000e](#)(k), Pregnancy Discrimination Act.

[42 U.S.C. §12111](#) *et seq.*, Americans with Disabilities Act, Title I.

[Ill. Constitution, Art. I](#), §§17, 18, and 19.

[105 ILCS 5/10-20.7](#), [5/10-20.7a](#), [5/10-21.1](#), [5/10-22.4](#), [5/10-23.5](#), [5/22-19](#), [5/24-4](#), [5/24-4.1](#), and [5/24-7](#).

[410 ILCS 130/40](#), Compassionate Use of Medical Cannabis Program Act.

[410 ILCS 513/25](#), Genetic Information Privacy Act.

[740 ILCS 174/](#), Ill. Whistleblower Act.

775 ILCS 5/1-103, [5/2-101](#), [5/2-102](#), [5/2-103](#), [5/2-103.1](#), [5/2-104\(D\)](#) and 5/6-101, Ill. Human Rights Act.

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

[820 ILCS 55/10](#), Right to Privacy in the Workplace Act.

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

[820 ILCS 75/](#), Job Opportunities for Qualified Applicants Act.

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

[820 ILCS 180/30](#), Victims' Economic Security and Safety Act.

[820 ILCS 260/](#), Nursing Mothers in the Workplace Act.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:40 (Communicable and Chronic Infectious Disease), 5:50 (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition), 5:70 (Religious Holidays), 5:180 (Temporary Illness or Temporary Incapacity), 5:200 (Terms and Conditions of Employment and Dismissal), 5:250 (Leaves of Absence), 5:270 (Employment, At-Will, Compensation, and Assignment), 5:300, (Schedules and Employment Year), 5:330 (Sick Days, Vacation, Holidays, and Leaves), 7:10 (Equal Educational Opportunities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 8:70 (Accommodating Individuals with Disabilities)

Adopted: December 14, 2021

PRESSPlus Comments

PRESSPlus 1. 775 ILCS 5/2-102(A), amended by P.A. 102-233. *Work authorization status* means the status of being a person born outside of the United States, and not a U.S. citizen, who is authorized by the federal government to work in the United States. 775 ILCS 5/2-101(L), added by P.A. 102-233. Under the Ill. Human Rights Act, it is a civil rights violation for an employer to refuse to honor a legal work authorization; however, employers are not required to sponsor any applicant or employee to obtain or modify work authorization status, unless required by federal law. 775 ILCS 5/2-102(G), amended by P.A. 102-233; 775 ILCS 5/2-104(D), added by P.A. 102-233. **Issue 108, November 2021**

PRESSPlus 2. *Other crime of violence* means conduct prohibited by 720 ILCS 5/9 (homicide), 720 ILCS 5/11 (sex offenses), 720 ILCS 5/12 (bodily harm), 720 ILCS 5/26.5 (harassing and obscene communications), 720 ILCS 5/29D (terrorism), and 720 ILCS 5/33A (armed violence) (or similar provision of the Criminal Code of 1961). 820 ILCS 180/10(2.5), added by P.A. 102-487. **Issue 108, November 2021**

PRESS Footnotes

1. The board approved changes recommended in PRESS Issue 107 only. Changes from issue 108 are pending.

Document Status: Draft Update

General Personnel

5:20 Workplace Harassment Prohibited

The School District expects the workplace environment to be productive, respectful, and free of unlawful discrimination, including harassment. District employees shall not engage in harassment or abusive conduct on the basis of an individual's actual or perceived race, color, religion, national origin, ancestry, sex, sexual orientation, age, citizenship status, work authorization status, [PRESSPlus1](#) disability, pregnancy, marital status, order of protection status, military status, or unfavorable discharge from military service, nor shall they engage in harassment or abusive conduct on the basis of an individual's other protected status identified in Board policy 5:10, *Equal Employment Opportunity and Minority Recruitment*. Harassment of students, including, but not limited to, sexual harassment, is prohibited by Board policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; 7:20, *Harassment of Students Prohibited*; 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*; and 7:185, *Teen Dating Violence Prohibited*.

The District will take remedial and corrective action to address unlawful workplace harassment, including sexual harassment.

Sexual Harassment Prohibited

The District shall provide a workplace environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. The District provides annual sexual harassment prevention training in accordance with State law.

District employees shall not make unwelcome sexual advances or request sexual favors or engage in any unwelcome conduct of a sexual nature when: (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (3) such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment. Sexual harassment prohibited by this policy includes, but is not limited to, verbal, physical, or other conduct. The terms intimidating, hostile, or offensive include, but are not limited to, conduct that has the effect of humiliation, embarrassment, or discomfort. Sexual harassment will be evaluated in light of all the circumstances.

Making a Report or Complaint

Employees and *nonemployees* (persons who are not otherwise employees and are directly performing services for the District pursuant to a contract with the District, including contractors, and consultants) are encouraged to promptly report information regarding violations of this policy. Individuals may choose to report to a person of the individual's same gender. Every effort should be made to file such reports or complaints as soon as possible, while facts are known and potential witnesses are available.

Aggrieved individuals, if they feel comfortable doing so, should directly inform the person engaging in the harassing conduct or communication that such conduct or communication is offensive and must stop.

Whom to Contact with a Report or Complaint

An employee should report claims of harassment, including making a confidential report, to any of the following: his/her immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager. Employees may also report claims using Board policy 2:260, *Uniform Grievance Procedure*. If a claim is reported using Board policy 2:260, then the Complaint Manager shall process and review the claim according to that policy, in addition to any response required by this policy.

The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.

Nondiscrimination Coordinator:

Dr. Monica Schroeder, Deputy Superintendent
1936 Green Bay Rd., Highland Park, IL 60035
mschroeder@nssd112.org
224/765-3044

Complaint Managers:

Dr. Holly Colin, Assistant Superintendent
1936 Green Bay Rd., Highland Park, IL 60035
hcolin@nssd112.org
224/765-3047

Dr. Kevin Ryan, Assistant Superintendent
1936 Green Bay Rd., Highland Park, IL 60035
kryan@nssd112.org
224/765-3051

Investigation Process

Any District employee who receives a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager. Any employee who fails to promptly forward a report or complaint may be disciplined, up to and including discharge.

Reports and complaints of harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain a workplace environment that is productive, respectful, and free of unlawful discrimination, including harassment.

For any report or complaint alleging sexual harassment that, if true, would implicate Title IX of the Education Amendments of 1972 ([20 U.S.C. §1681 et seq.](#)), the Nondiscrimination Coordinator or designee shall consider whether action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, should be initiated.

For any other alleged workplace harassment that does not require action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, the Nondiscrimination Coordinator or a Complaint Manager or designee shall consider whether an investigation under policy 2:260, *Uniform Grievance Procedure*, and/or 5:120, *Employee Ethics; Conduct, and Conflict of Interest*, should be initiated, regardless of whether a written report or complaint is filed.

Reports That Involve Alleged Incidents of Sexual Abuse of a Child by School Personnel

An *alleged incident of sexual abuse* is an incident of sexual abuse of a child, as defined in [720 ILCS 5/11-9.1A\(b\)](#), that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.

Any complaint alleging an incident of sexual abuse shall be processed and reviewed according to policy 5:90, *Abused and Neglected Child Reporting*. In addition to reporting the suspected abuse, the complaint shall also be processed under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, or policy 2:260, *Uniform Grievance Procedure*.

Enforcement

A violation of this policy by an employee may result in discipline, up to and including discharge. A violation of this policy by a third party will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any person making a knowingly false accusation regarding harassment will likewise be subject to disciplinary action, which for an employee may be up to and including discharge.

Retaliation Prohibited

An employee's employment, compensation, or work assignment shall not be adversely affected by complaining or providing information about harassment. Retaliation against employees for bringing complaints or providing information about harassment is prohibited (see Board policy 2:260, *Uniform Grievance Procedure*), and depending upon the law governing the complaint, whistleblower protection may be available under the State Officials and Employees Ethics Act ([5 ILCS 430/](#)), the Whistleblower Act ([740 ILCS 174/](#)), and the Ill. Human Rights Act ([775 ILCS 5/](#)).

An employee should report allegations of retaliation to his/her immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

Employees who retaliate against others for reporting or complaining of violations of this policy or for participating in the reporting or complaint process will be subject to disciplinary action, up to and including discharge.

Recourse to State and Federal Fair Employment Practice Agencies

The District encourages all employees who have information regarding violations of this policy to report the information pursuant to this policy. The following government agencies are available to assist employees: the Ill. Dept. of Human Rights and the U. S. Equal Employment Opportunity Commission.

The Superintendent shall also use reasonable measures to inform staff members, applicants, and nonemployees of this policy, which shall include posting on the District website and/or making this policy available in the District's administrative office, and including this policy in the appropriate handbooks.

LEGAL REF.:

[Title VII of the Civil Rights Act of 1964](#), 42 U.S.C. §2000e et seq., [Title VII of the Civil Rights Act of 1964](#); 29 C.F.R. §1604.11.

[Title IX of the Education Amendments of 1972](#), 20 U.S.C. §1681 et seq., [Title IX of the Education](#)

Amendments of 1972; 34 C.F.R. Part 106.

State Officials and Employees Ethics Act, 5 ILCS 430/70-5(a), State Officials and Employees Ethics Act.

Ill. Human Rights Act, 775 ILCS 5/2-101(E) and (E-1), 5/2-102(A), (A-10), (D-5), 5/2-102(E-5), 5/2-109, 5/5-102, and 5/5-102.2, Ill. Human Rights Act.

56 Ill. Admin.Code Parts 2500, 2510, 5210, and 5220.

Burlington Industries v. Ellerth, 524 U.S. 742 (1998).

Berry v. Delta Airlines, 260 F.3d 803 (7th Cir. 2001).

Crawford v. Metro. Gov't of Nashville & Davidson County, 555 U.S. 271 (2009).

Faragher v. City of Boca Raton, 524 U.S. 775 (1998).

Franklin v. Gwinnett Co. Public Schools, 503 U.S. 60 (1992).

Harris v. Forklift Systems, 510 U.S. 17 (1993).

Jackson v. Birmingham Bd. of Educ., 544 U.S. 167 (2005).

Meritor Savings Bank v. Vinson, 477 U.S. 57 (1986).

Oncale v. Sundowner Offshore Services, 523 U.S. 75 (1998).

Porter v. Erie Foods International, Inc., 576 F.3d 629 (7th Cir. 2009).

Sangamon County Sheriff's Dept. v. Ill. Human Rights Com'n, 233 Ill.2d 125 (Ill. 2009).

Vance v. Ball State University, 133 S. Ct. 2434 (2013).

Williams v. Waste Mgmt., 361 F.3d 1021 (7th Cir. 2004).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 4:60 (Purchases and Contracts), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 7:20 (Harassment of Students Prohibited), 8:30 (Visitors to and Conduct on School Property)

Adopted: October 20, 2020

PRESSPlus Comments

PRESSPlus 1. 775 ILCS 5/2-102(A), amended by P.A. 102-233. *Work authorization status* means the status of being a person born outside of the United States, and not a U.S. citizen, who is authorized by the federal government to work in the United States. 775 ILCS 5/2-101(L), added by P.A. 102-233. Under the Ill. Human Rights Act, it is a civil rights violation for an employer to refuse to honor a legal work authorization; however, employers are not required to sponsor any applicant or employee to obtain or modify work authorization status, unless required by federal law. 775 ILCS 5/2-102(G), amended by P.A. 102-233; 775 ILCS 5/2-104(D), added by P.A. 102-233. **Issue 108, November 2021**

Document Status: Draft Update

General Personnel

5:30 Hiring Process and Criteria

The District hires the most qualified personnel consistent with budget and staffing requirements and in compliance with Board of Education policy on equal employment opportunity and minority recruitment. The Superintendent is responsible for recruiting personnel and making hiring recommendations to the Board. If the Superintendent's recommendation is rejected, the Superintendent must submit another. The Superintendent may select personnel on a short-term basis for a specific project or emergency condition before the Board's approval. No individual will be employed who has been convicted of a criminal offense listed in [105 ILCS 5/21B-80\(c\)](#). [PRESSPlus1](#)

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

Job Descriptions

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

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

Investigations

The Superintendent or designee shall ensure that a fingerprint-based criminal history records check and a check of the Statewide Sex Offender Database and Violent Offender Against Youth Database is performed on each applicant as required by State law. When the applicant is a successful superintendent candidate who has been offered employment by the Board, the Board President shall ensure that these checks are completed. The Superintendent or designee, or if the applicant is a successful superintendent candidate, then the Board President shall notify an applicant if the applicant is identified in either database. The School Code requires the Board President to keep a conviction record confidential and share it only with the Superintendent, Regional Superintendent, State Superintendent, State Educator Preparation and Licensure Board, any other person necessary to the hiring decision, ~~or for purposes of clarifying the information,~~ the Ill. Dept. of State Police and/or Statewide Sex Offender Database for purposes of clarifying the information, and/or the Teachers' Retirement System of the State of Illinois when required by law. [PRESSPlus2](#) The Board reserves its right to authorize additional background inquiries beyond a fingerprint-based criminal history records check when it deems it appropriate to do so, in accordance with applicable laws.

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

The District retains the right to discharge any employee whose criminal background investigation reveals a conviction for committing or attempting to commit any of the offenses outlined in [105 ILCS 5/21B-80](#) or who falsifies, or omits facts from, his or her employment application or other employment documents. If an indicated finding of abuse or neglect of a child has been issued by the Ill. Department

of Children and Family Services or by a child welfare agency of another jurisdiction for any applicant for student teaching, applicant for employment, or any District employee, then the Board must consider that person's status as a condition of employment.

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

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

Physical Examinations

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

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

Orientation Program

The District's staff will provide an orientation program for new employees to acquaint them with the

District's policies and procedures, the school's rules and regulations, and the responsibilities of their position. Before beginning employment, each employee must sign the *Acknowledgement of Mandated Reporter Status* form as provided in policy 5:90, *Abused and Neglected Child Reporting*.

LEGAL REF.:

42 U.S.C. §12112, Americans with Disabilities Act; 29 C.F.R. Part 1630.

15 U.S.C. § 1681 et seq., Fair Credit Reporting Act.

8 U.S.C. §1324a et seq., Immigration Reform and Control Act.

105 ILCS 5/10-16.7, 5/10-20.7, 5/10-21.4, 5/10-21.9, 5/10-22.34, 5/10-22.34b, 5/21B-10, 5/21B-80, 5/21B-85, 5/10-22.34, 5/10-22.34b, 5/22-6.5, and 5/24-5.

20 ILCS 2630/3.3, Criminal Identification Act.

820 ILCS 55/, Right to Privacy in the Workplace Act.

820 ILCS 70/, Employee Credit Privacy Act.

~~Americans with Disabilities Act, 42 U.S.C. §12112, and 29 C.F.R. Part 1630.~~

~~Fair Credit Reporting Act, 15 U.S.C. § 1681 et seq.~~

~~Immigration Reform and Control Act, 8 U.S.C. §1324a et seq.~~

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

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

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

CROSS REF.: 2:260 (Uniform Grievance Procedure), 3:50 (Administrative Personnel Other Than the Superintendent), 4:60 (Purchases and Contracts), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:40 (Communicable and Chronic Infectious Disease), 5:90 (Abused and Neglected Child Reporting), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:220 (Substitute Teachers), 5:280 (Educational Support Personnel - Duties and Qualifications)

Adopted: January 21, 2020

PRESSPlus Comments

PRESSPlus 1. For additional information regarding implementation of 775 ILCS 5/2-103.1, added by P.A. 101-656 (employment decisions based on conviction records), see footnotes 5 and 6 of the sample policy, available at **PRESS** Online by logging in at www.iasb.com. Footnote 5 is updated in response to the Ill. Human Rights Act (IHRA), 775 ILCS 5/2-103.1(c), added by P.A. 101-656, with a discussion regarding application of the IHRA's *interactive assessment* requirement for disqualifying offenses listed in 105 ILCS 5/21B-80, and footnote 6 is updated in response to Ill. Dept. of Human Rights (IDHR) guidance for implementation of 775 ILCS 5/2-103.1, added by P.A. 101-656, at: www2.illinois.gov/dhr/Pages/Conviction_Record_Protection_Frequently_Asked_Questions.aspx. **Issue**

108, November 2021

PRESSPlus 2. 105 ILCS 5/21B-85, amended by P.A. 102-552, requires a board to provide prompt written notice to the board of trustees of the Teachers' Retirement System of the State of Illinois (TRS) when it learns that any teacher has been convicted of a felony offense (which provides for a sentence of death or imprisonment for one year or more). The notice to TRS is limited to (1) the name of the license holder, (2) fact of conviction, (3) name and location of the court in which the conviction occurred, and (4) the assigned case number from the court. **Issue 108, November 2021**

Document Status: Draft Update

General Personnel

5:50 Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition

All District workplaces are drug- and alcohol-free workplaces.

All employees are prohibited from engaging in any of the following activities while on District premises or while performing work or being *on call* for the District:

1. Unlawful manufacture, dispensing, distribution, possession, or use of an illegal or controlled substance.
2. Distribution, consumption, use, possession, or being impaired by or under the influence of an alcoholic beverage; being present on District premises or while performing work for the District when alcohol consumption is detectable, regardless of when and/or where the use occurred.
3. Distribution, consumption, possession, use, or being impaired by or under the influence of cannabis; being present on District premises or while performing work for the District when impaired by or under the influence of cannabis, regardless of when and/or where the use occurred, unless distribution, possession, and/or use is by a school nurse or school administrator pursuant to *Ashley's Law*, [105 ILCS 5/22-33](#). The District considers employees impaired by or under the influence of cannabis when there is a good faith belief that an employee manifests ~~the~~ specific articulable symptoms while working that decrease or lessen the employee's performance of the duties or tasks of the employee's job position listed in the Cannabis Regulation and Tax Act (CRTA).

Upon the Superintendent or designee's reasonable suspicion of an employee's violation of any of the prohibited activities stated above, the Superintendent or designee may direct the employee to undergo a drug and/or alcohol test to corroborate or refute the alleged violation. [PRESSPlus1](#) State law protects the District from liability when it takes actions pursuant to a reasonable workplace drug policy, including but not limited to subjecting an employee or applicant to reasonable drug and alcohol testing, reasonable and nondiscriminatory random drug testing, discipline, termination of employment, or withdrawal of a job offer due to a failure of a drug test. [PRESSPlus2](#)

For purposes of this policy a controlled substance means a substance that is:

1. Not legally obtainable,
2. Being used in a manner different than prescribed,
3. Legally obtainable, but has not been legally obtained, or
4. Referenced in federal or State controlled substance acts.

For purposes of this policy, *District premises* means workplace as defined in the Cannabis Regulation and Tax Act (CRTA) in addition to District and school buildings, grounds, and parking areas; vehicles used for school purposes; and any location used for a Board of Education meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities. *School grounds* means the real property comprising any school, any conveyance used to transport students to

school or a school-related activity, and any public way within 1,000 feet of any school ground, designated school bus stops where students are waiting for the school bus, and school-sponsored or school-sanctioned events or activities. "Vehicles used for school purposes" means school buses or other school vehicles.

As a condition of employment, each employee shall:

1. Abide by the terms of ~~the~~ this Board policy respecting a drug- and alcohol-free workplace; and
2. Notify his or her supervisor of his or her conviction under any criminal drug statute for a violation occurring on the District premises or while performing work for the District, no later than five calendar days after such a conviction.

Unless otherwise prohibited by this policy, prescription and over-the-counter medications are not prohibited when taken in standard dosages and/or according to prescriptions from the employee's licensed health care provider, provided that an employee's work performance is not impaired.

To make employees aware of the dangers of drug and alcohol abuse, the Superintendent or designee shall perform each of the following:

1. Provide each employee with a copy of this policy.
2. Post notice of this policy in a place where other information for employees is posted.
3. Make available materials from local, State, and national anti-drug and alcohol-abuse organizations.
4. Enlist the aid of community and State agencies with drug and alcohol informational and rehabilitation programs to provide information to District employees.
5. Establish a drug-free awareness program to inform employees about:
 - a. The dangers of drug abuse in the workplace,
 - b. Available drug and alcohol counseling, rehabilitation, re-entry, and any employee assistance programs, and
 - c. The penalties that the District may impose upon employees for violations of this policy.
6. Remind employees that policy 6:60, *Curriculum Content*, requires the District to educate students, depending upon their grade, about drug and substance abuse prevention and relationships between drugs, alcohol, and violence.

E-Cigarette, Tobacco, and Cannabis Prohibition

All employees are covered by the conduct prohibitions contained in policy 8:30, *Visitors to and Conduct on School Property*. The prohibition on the use of e-cigarettes, tobacco, and cannabis products applies both (1) when an employee is on school property, and (2) while an employee is performing work for the District at a school event regardless of the event's location.

Tobacco ~~shall have~~ has the meaning provided in 105 ILCS 5/10-20.5b.

Cannabis ~~shall have~~ has the meaning provided in the CRTA, 410 ILCS 705/1-10.

E-Cigarette is short for electronic cigarette and includes, but is not limited to, any electronic nicotine delivery system (ENDS), electronic cigar, electronic cigarillo, electronic pipe, electronic hookah, vape pen, or similar product or device, and any components or parts that can be used to build the product or device.

District Action Upon Violation of Policy

An employee who violates this policy may be subject to disciplinary action, including termination. In addition or alternatively, the Board may require an employee to successfully complete an appropriate drug- or alcohol-abuse rehabilitation program.

The Board shall take disciplinary action with respect to an employee convicted of a drug offense in the workplace within 30 days after receiving notice of the conviction.

Should District employees be engaged in the performance of work under a federal contract or grant, or under a State contract or grant of \$5,000 or more, the Superintendent shall notify the appropriate State or federal agency from which the District receives contract or grant monies of the employee's conviction within 10 days after receiving notice of the conviction.

Disclaimer

The Board reserves the right to interpret, revise or discontinue any provision of this policy pursuant to the **Suspension of Policies** subhead in policy 2:240, *Board Policy Development*.

LEGAL REF.:

[42 U.S.C. §12114](#), Americans With Disabilities Act, [42 U.S.C. §12114](#).

[21 U.S.C. §812](#); [21 C.F.R. §1308.11-1308.15](#), Controlled Substances Act, [21 U.S.C. §812](#); [21 C.F.R. §1308.11-1308.15](#).

[41 U.S.C. §8101 et seq.](#), Drug-Free Workplace Act of 1988, [41 U.S.C. §8101 et seq.](#)

[20 U.S.C. §7101 et seq.](#), Safe and Drug-Free School and Communities Act of 1994, [20 U.S.C. §7101 et seq.](#)

[30 ILCS 580/](#), Drug-Free Workplace Act.

[105 ILCS 5/10-20.5b](#).

[410 ILCS 82/](#), Smoke Free Illinois Act.

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

[410 ILCS 705/1-1 et seq.](#), Cannabis Regulation and Tax Act.

[720 ILCS 675](#), Prevention of Tobacco Use by Persons under 21 Years of Age and Sale and Distribution of Tobacco Products Act.

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

[21 C.F.R. Parts 1100, 1140, and 1143](#).

[23 Ill.Admin.Code §22.20](#).

CROSS REF.: 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 6:60 (Curriculum Content), 8:30 (Visitors to and Conduct on School Property)

Adopted: January 21, 2020

PRESSPlus Comments

PRESSPlus 1. 410 ILCS 705/10-50(d). If the board will not communicate to employees what will happen when reasonable suspicion exists, strike this sentence and select "Adopted with Additional District Edits" as the Save Status. **Issue 108, November 2021**

PRESSPlus 2. 410 ILCS 705/10-50(e)(1), amended by P.A. 101-593, protects the district from liability for actions described in this sentence. If the board will not communicate this information to its employees, strike this sentence and select "Adopted with Additional District Edits" as the Save Status. **Issue 108, November 2021**

Document Status: Draft Update

General Personnel

5:90 Abused and Neglected Child Reporting

Any District employee who suspects or receives knowledge that a student may be an abused or neglected child shall: (1) immediately report or cause a report to be made to the Ill. Dept. of Children and Family Services (DCFS) on its Child Abuse Hotline 1-800-25-ABUSE (1-800-252-2873)(within Illinois); 1-217-524-2606 (outside of Illinois); or 1-800-358-5117 (TTY), and (2) follow directions given by DCFS concerning filing a written report within 48 hours with the nearest DCFS field office. Any District employee who believes a student is in immediate danger of harm, shall first call 911. The employee shall also promptly notify the Superintendent or Building Principal that a report has been made. The Superintendent or Building Principal shall immediately coordinate any necessary notifications to the student's parent(s)/guardian(s) with DCFS, the applicable school resource officer (SRO), and/or local law enforcement.

Negligent failure to report occurs when a District employee personally observes an instance of suspected child abuse or neglect and reasonably believes, in his or her professional or official capacity, that the instance constitutes an act of child abuse or neglect under the Abused and Neglected Child Reporting Act (ANCRA) and he or she, without willful intent, fails to immediately report or cause a report to be made of the suspected abuse or neglect to DCFS.

Any District employee who discovers child pornography on electronic and information technology equipment shall immediately report it to local law enforcement, the National Center for Missing and Exploited Children's CyberTipline 1-800-THE-LOST (1-800-843-5678) or online at report.cybertip.org/ or www.missingkids.org. The Superintendent or Building Principal shall also be promptly notified of the discovery and that a report has been made.

Any District employee who observes any act of hazing that does bodily harm to a student must report that act to the Building Principal, Superintendent, or designee who will investigate and take appropriate action. If the hazing results in death or great bodily harm, the employee must first make the report to law enforcement and then to the Superintendent or Building Principal. Hazing is defined as any intentional, knowing, or reckless act directed to or required of a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any group, organization, club, or athletic team whose members are or include other students.

Abused and Neglected Child Reporting Act (ANCRA), School Code, and *Erin's Law* Training

The Superintendent or designee shall provide staff development opportunities for District employees in the detection, reporting, and prevention of child abuse and neglect.

All District employees shall:

1. Before beginning employment, sign the *Acknowledgement of Mandated Reporter Status* form provided by DCFS. The Superintendent or designee shall ensure that the signed forms are retained.
2. Complete mandated reporter training as required by law within three months of initial employment and at least every three years after that date.

3. Complete an annual evidence-informed training related to child sexual abuse, grooming behaviors, and boundary violations as required by law and policy 5:100, *Staff Development Program*. PRESSPlus1 ~~The Superintendent will encourage all District educators to complete continuing professional development that addresses the traits and identifiers that may be evident in students who are victims of child sexual abuse, including recognizing and reporting child sexual abuse and providing appropriate follow-up and care for abused students as they return to the classroom setting.~~

Alleged Incidents of Sexual Abuse; Investigations

An *alleged incident of sexual abuse* is an incident of sexual abuse of a child, as defined in [720 ILCS 5/11-9.1A](#), that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.

If a District employee reports an alleged incident of sexual abuse to DCFS and DCFS accepts the report for investigation, DCFS will refer the matter to the local Children's Advocacy Center (CAC). The Superintendent or designee will implement procedures to coordinate with the CAC.

DCFS and/or the appropriate law enforcement agency will inform the District when its investigation is complete or has been suspended, as well as the outcome of its investigation. The existence of a DCFS and/or law enforcement investigation will not preclude the District from conducting its own parallel investigation into the alleged incident of sexual abuse in accordance with policy 7:20, *Harassment of Students Prohibited*.

Special Superintendent Responsibilities

The Superintendent shall execute the requirements in Board policy 5:150, *Personnel Records*, whenever another school district requests a reference concerning an applicant who is or was a District employee and was the subject of a report made by a District employee to DCFS.

~~The Superintendent shall notify the State Superintendent and the Regional Superintendent in writing~~ When the Superintendent ~~he or she~~ has reasonable cause to believe that a license holder committed an intentional act of abuse or neglect with the result of making a child an abused child or a neglected child under ANCRA, and that act resulted in the license holder's dismissal or resignation from the District, he or she shall notify the State Superintendent and the Regional Superintendent in writing, providing the Ill. Educator Identification Number as well as a brief description of the misconduct alleged ~~was dismissed or resigned from the District as a result of an act that made a child an abused or neglected child~~. The Superintendent must make the report within 30 days of the dismissal or resignation and mail a copy of the notification to the license holder.

Special Board of Education Member Responsibilities

Each individual Board member must, if an allegation is raised to the member during an open or closed Board meeting that a student is an abused child as defined in ANCRA, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with ANCRA's requirements concerning the reporting of child abuse.

If the Board determines that any District employee, other than an employee licensed under [105 ILCS 5/21B](#), has willfully or negligently failed to report an instance of suspected child abuse or neglect as required by ANCRA, the Board may dismiss that employee immediately.

When the Board learns that a licensed teacher was convicted of any felony, it must promptly report it to

the State agencies listed in policy 2:20, Powers and Duties of the Board of Education; Indemnification. [PRESSPlus2](#)

LEGAL REF.:

20 U.S.C. §7926, Elementary and Secondary Education Act.

105 ILCS 5/10-21.9, 5/10-23.13, and 5/21B-85.

[20 ILCS 1305/1-1](#) *et seq.*, Department of Human Services Act.

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

[720 ILCS 5/12C-50.1](#), Criminal Code of 2012.

CROSS REF.: 2:20 (Powers and Duties of the Board of Education; Indemnification), [3:40 \(Superintendent\)](#), [3:50 \(Administrative Personnel Other Than the Superintendent\)](#), [3:60 \(Administrative Responsibility of the Building Principal\)](#), [4:165 \(Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors\)](#), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:150 (Personnel Records), 5:200 (Terms and Conditions of Employment and Dismissal), 5:290 (Employment Terminations and Suspensions), 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:20 (Harassment of Students Prohibited), 7:150 (Agency and Police Interviews)

Adopted: January 21, 2020

PRESSPlus Comments

PRESSPlus 1. *Erin's Law*, 105 ILCS 5/10-23.13, amended by P.A. 102-610. For additional *Erin's Law* requirements and definitions, see policies 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*; 5:100, *Staff Development Program*; 5:120, *Employee Ethics; Conduct; and Conflict of Interest*; and 6:60, *Curriculum Content*. See also the footnotes of these policies at **PRESS** Online by logging in at www.iasb.com. **Issue 108, November 2021**

PRESSPlus 2. 105 ILCS 5/21B-85(a) and (b), amended by P.A. 102-552. Because felony charges often arise out of abuse and neglect investigation, this board duty is listed here for convenience. See policy 2:20, *Powers and Duties of the School Board; Indemnification* for more information. **Issue 108, November 2021**

Document Status: Draft Update

General Personnel

5:100 Staff Development Program

The Superintendent or designee shall implement a staff development program. The goal of such program shall be to update and improve the skills and knowledge of staff members in order to achieve and maintain a high level of job performance and satisfaction. Additionally, the development program for licensed staff members shall be designed to effectuate the District and School Improvement Plans so that student learning objectives meet or exceed goals established by the District and State.

The staff development program shall include the Abused and Neglected Child Reporting Act (ANCRA), School Code, and awareness and prevention of child sexual abuse and grooming behaviors (Erin's Law) training as follows (see policies 4:165, Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors, and 5:90, Abused and Neglected Child Reporting): [PRESSPlus1](#)

1. Staff development for local school site personnel who work with students in grades kindergarten through 8, in the detection, reporting, and prevention of child abuse and neglect.
2. Within three months of employment, each staff member must complete mandated reporter training from a provider or agency with expertise in recognizing and reporting child abuse. Mandated reporter training must be completed again at least every three years.
3. By January 31, 2023, and every year after, all school personnel must complete evidence-informed training on preventing, reporting, and responding to child sexual abuse, grooming behaviors, and boundary violations.

The staff development program shall provide, at a minimum, at least once every two years, the in-service training of licensed school personnel and administrators on current best practices regarding the identification and treatment of attention deficit disorder and attention deficit hyperactivity disorder, the application of non-aversive behavioral interventions in the school environment, and the use of psychotropic or psychostimulant medication for school-age children.

The staff development program shall provide, at a minimum, once every two years, the in-service training of all District staff on educator ethics, teacher-student conduct, and school employee-student conduct.

In addition, the staff development program shall include each of the following:

1. At least, once every two years, training of all District staff by a person with expertise on anaphylactic reactions and management.
2. At least every two years, an in-service to train school personnel, at a minimum, to understand, provide information and referrals, and address issues pertaining to youth who are parents, expectant parents, or victims of domestic or sexual violence.
3. Training that, at a minimum, provides District staff with a basic knowledge of matters relating to acquired immunodeficiency syndrome (AIDS) and the availability of appropriate sources of counseling and referral.
4. Training for licensed school personnel and administrators who work with students in grades

kindergarten through 8 to identify the warning signs of mental illness and suicidal behavior in youth along with appropriate intervention and referral techniques.

5. ~~Abused and Neglected Child Reporting Act (ANGRA), School Code, and Erin's Law Training as follows:~~
 - a. ~~Staff development for local school site personnel who work with students in grades kindergarten through 8, in the detection, reporting and prevention of child abuse and neglect (see policy 5:90, Abused and Neglected Child Reporting).~~
 - b. ~~Within three months of employment, each staff member must complete mandated reporter training from a provider or agency with expertise in recognizing and reporting child abuse. Mandated reporter training must be completed again at least every three years (see policy 5:90, Abused and Neglected Child Reporting).~~
 - c. ~~Informing educators about the recommendation in the Erin's Law Taskforce Report requesting them to attend continuing professional development programs that address the prevention and identification of child sexual abuse (see policy 5:90, Abused and Neglected Child Reporting).~~
6. Education for staff instructing students in grades 7 through 8, concerning teen dating violence as recommended by the District's Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students or Complaint Manager.
7. Ongoing professional development for teachers, administrators, school resource officers, and staff regarding the adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, the appropriate and available supportive services for the promotion of student attendance and engagement, and developmentally appropriate disciplinary methods that promote positive and healthy school climates.
8. Annual continuing education and/or training opportunities (*professional standards*) for school nutrition program directors, managers, and staff. Each school food authority's director shall document compliance with this requirement by the end of each school year and maintain documentation for a three year period.
9. The following individuals must complete concussion training as specified in the Youth Sports Concussion Safety Act: coaches and assistant coaches (whether volunteer or employee) of an interscholastic athletic activity; nurses, licensed and/or non-licensed healthcare professionals serving on the Concussion Oversight Team; athletic trainers; game officials of an interscholastic athletic activity; and physicians serving on the Concussion Oversight Team.
10. Every two years, school personnel who work with students must complete an in-person or online training program on the management of asthma, the prevention of asthma symptoms, and emergency response in the school setting.
11. Training for school personnel to develop cultural competency, including understanding and reducing implicit racial bias.
12. For school personnel who work with hazardous or toxic materials on a regular basis, training on the safe handling and use of such materials.
14. For nurses, administrators, ~~school guidance~~ [PRESSPlus2](#) counselors, teachers, persons employed by a local health department and assigned to a school, and persons who contract with the District to perform services in connection with a student's seizure action plan, training in the basics of seizure recognition, first aid, and appropriate emergency protocols.
15. For all District staff, annual sexual harassment prevention training.
16. Title IX requirements for training as follows (see policy 2:265, *Title IX Sexual Harassment*

Grievance Procedure):

- a. For all District staff, training on the definition of sexual harassment, the scope of the District's education program or activity, all relevant District policies and procedures, and the necessity to promptly forward all reports of sexual harassment to the Title IX Coordinator.
- b. For school personnel designated as Title IX coordinators, investigators, decision-makers, or informal resolution facilitators, training on the definition of sexual harassment, the scope of the District's education program or activity, how to conduct an investigation and grievance process (including hearings, appeals, and informal resolution processes, as applicable), and how to serve impartially.
- c. For school personnel designated as Title IX investigators, training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.
- d. For school personnel designated as Title IX decision-makers, training on issues of relevance of questions and evidence, including when questions and evidence about a complainant's sexual predisposition or prior sexual behavior are not relevant.

The Superintendent shall develop protocols for administering youth suicide awareness and prevention education to staff consistent with Board policy 7:290, *Suicide and Depression Awareness and Prevention*.

An opportunity shall be provided for all staff members to acquire, develop, and maintain the knowledge and skills necessary to properly administer life-saving techniques and first aid, including the Heimlich maneuver, cardiopulmonary resuscitation, and the use of an automated external defibrillator, in accordance with a nationally recognized certifying organization. Physical fitness facilities' staff must be trained in cardiopulmonary resuscitation and use of an automated external defibrillator.

LEGAL REF.:

[20 U.S.C. §1681](#) *et seq.*, Title IX of the Educational Amendments of 1972; [34 C.F.R. Part 106](#).

[42 U.S.C. §1758b](#), [Pub. L. 111-296](#), Healthy, Hunger-Free Kids Act of 2010; [7 C.F.R. Parts 210](#) and [235](#).

[105 ILCS 5/2-3.62](#), [5/10-20.17a](#), [5/10-20.61](#), [5/10-22.6\(c-5\)](#), [5/10-22.39](#), [5/10-23.12](#), [5/10-23.13](#), [5/22-80\(h\)](#), and [5/24-5](#).

[105 ILCS 25/1.15](#), Interscholastic Athletic Organization Act.

[105 ILCS 150/25](#), Seizure Smart School Act.

[105 ILCS 110/3](#), Critical Health Problems and Comprehensive Health Education Act.

[325 ILCS 5/4](#), Abused and Neglected Child Reporting Act.

[745 ILCS 49/](#), Good Samaritan Act.

[775 ILCS 5/2-109](#), Ill. Human Rights Act.

[23 Ill.Admin.Code §§ 22.20](#), [226.800](#), and [Part 525](#).

[77 Ill.Admin.Code §527.800](#).

CROSS REF.: 2:265 (Title IX Sexual Harassment Grievance Procedure), 3:40 (Superintendent), 3:50
5:100

(Administrative Personnel Other Than the Superintendent), 4:160 (Environmental Quality of Buildings and Grounds), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:250 (Leaves of Absence), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 6:50 (School Wellness), 6:160 (English Learners), 7:10 (Equal Educational Opportunities), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:270 (Administering Medicines to Students), 7:285 (Food Allergy Management Program), 7:290 (Suicide and Depression Awareness and Prevention), 7:305 (Student Athlete Concussions and Head Injuries)

Adopted: October 20, 2020

PRESSPlus Comments

PRESSPlus 1. 105 ILCS 5/10-23.12, amended by P.A. 101-531; 325 ILCS 5/4(j), amended by P.A.s 101-564 and 102-604; and *Erin's Law*, 105 ILCS 5/10-23.13, amended by P.A. 102-610.

Mandated reporter training may be in-person or web-based and must include, at a minimum, information on the following topics: (1) indicators for recognizing child abuse and child neglect; (2) the process for reporting suspected child abuse and child neglect and the required documentation; (3) responding to a child in a trauma-informed manner; (4) understanding the response of child protective services and the role of the reporter after a call has been made; and (5) implicit bias.

Implicit bias means the attitudes or internalized stereotypes that affect people's perceptions, actions, and decisions in an unconscious manner and that exist and often contribute to unequal treatment of people based on race, ethnicity, gender identity, sexual orientation, age, disability, and other characteristics. The implicit bias topic must include, at a minimum: (1) information on implicit bias; (2) information on racial and ethnic sensitivity; and (3) tools to adjust automatic patterns of thinking and ultimately eliminate discriminatory behaviors. 325 ILCS 5/4(j), amended by P.A.s 101-564 and 102-604.

Districts must provide mandated reporter training through either DCFS, an entity authorized to provide continuing education through the Dept. of Financial and Professional Regulation, the Ill. State Board of Education, the Ill. Law Enforcement Training Standards Board, the Ill. State Police, or an organization approved by DCFS to provide mandated reporter training. *Child-serving organizations*, which are not defined in ANCRA, are "encouraged to provide in-person annual trainings." **Issue 108, November 2021**

PRESSPlus 2. Updated in response to P.A. 102-197, changing the term *school guidance counselor* to *school counselor* to clarify that a school counselor's role is broader than the role of a school guidance counselor. School counselors have a licensed school support personnel endorsement, and the role of a school counselor includes academic, social-emotional, and college and career counseling. **Issue 108, November 2021**

Document Status: Draft Update

General Personnel

5:120 Employee Ethics; Conduct; and Conflict of Interest

Professional and Appropriate Conduct

All District employees are expected to maintain high standards in their school relationships, to demonstrate integrity and honesty, to be considerate and cooperative, and to maintain professional and appropriate relationships with students, parents, staff members, and others. In addition, the *Code of Ethics for Illinois Educators*, adopted by the Illinois State Board of Education, is incorporated by reference into this policy. Any employee who sexually harasses a student, willfully or negligently fails to report an instance of suspected child abuse or neglect as required by the Abused and Neglected Child Reporting Act (325 ILCS 5/), engages in grooming as defined in 720 ILCS 5/11-25, engages in grooming behaviors, violates boundaries for appropriate school employee-student conduct, PRESSPlus1 or otherwise violates an employee conduct standard will be subject to discipline up to and including dismissal.

The Superintendent or designee shall identify appropriate employee conduct standards and provide them to all District employees. PRESSPlus2 Standards related to school employee-student conduct shall, at a minimum:

1. Incorporate the prohibitions noted in paragraph 1 of this policy;
2. Define prohibited grooming behaviors PRESSPlus3 to include, at a minimum, sexual misconduct. Sexual misconduct PRESSPlus4 is (i) any act, including but not limited to, any verbal, nonverbal, written, or electronic communication or physical activity, (ii) by an employee with direct contact with a student, (iii) that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples include, but are not limited to:
 - a. A sexual or romantic invitation
 - b. Dating, or soliciting a date
 - c. Engaging in sexualized or romantic dialog
 - d. Making sexually suggestive comments that are directed toward or with a student
 - e. Self-disclosure or physical exposure of a sexual, romantic, or erotic nature
 - f. A sexual, indecent, romantic, or erotic contact with the student
3. Identify expectations for employees to maintain professional relationships with students, including expectations for employee-student boundaries based upon students' ages, grade levels, and developmental levels. PRESSPlus5 Such expectations shall establish guidelines for specific areas, including but not limited to:
 - a. Transporting a student
 - b. Taking or possessing a photo or video of a student
 - c. Meeting with a student or contacting a student outside the employee's professional role
4. Reference employee reporting requirements of the Abused and Neglected Child Reporting Act (325 ILCS 5/), Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), and the

Elementary and Secondary Education Act (20 U.S.C. § 7926);

5. Outline how employees can report prohibited behaviors and/or boundary violations pursuant to Board policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting*; [PRESSPlus6](#) and
6. Reference required employee training related to educator ethics, child abuse, grooming behaviors, and boundary violations as required by law and policies 2:265, *Title IX Sexual Harassment Grievance Procedure*; 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*; 5:90, *Abused and Neglected Child Reporting*; and 5:100, *Staff Development Program*.

Statement of Economic Interests

The following employees must file a *Statement of Economic Interests* as required by the Ill. [inois](#) Governmental Ethics Act:

1. Superintendent;
2. Building Principal;
3. Head of any department;
4. Any employee who, as the District's agent, is responsible for negotiating one or more contracts including collective bargaining agreement(s), in the amount of \$1,000 or greater;
5. Hearing officer;
6. Any employee having supervisory authority for 20 or more employees; and
7. Any employee in a position that requires an administrative or a chief school business official endorsement.

Ethics and Gift Ban

Board of Education policy 2:105, *Ethics and Gift Ban*, applies to all District employees. Students shall not be used in any manner for promoting a political candidate or issue.

Prohibited Interests; Conflict of Interest; and Limitation of Authority

In accordance with [Section 22-5 of the School Code](#), "no school officer or teacher shall be interested in the sale, proceeds, or profits of any book, apparatus, or furniture used or to be used in any school with which such officer or teacher may be connected," except when the employee is the author or developer of instructional materials listed with the Illinois State Board of Education and adopted for use by the Board. An employee having an interest in instructional materials must file an annual statement with the Board Secretary.

For the purpose of acquiring profit or personal gain, no employee shall act as an agent of the District nor shall an employee act as an agent of any business in any transaction with the District. This includes participation in the selection, award or administration of a contract supported by a federal award or State award governed by the Grant Accountability and Transparency Act (GATA) ([30 ILCS 708/](#)) when the employee has a real or apparent conflict of interest. A conflict of interest arises when an employee or any of the following individuals has a financial or other interest in the entity selected for the contract:

1. Any person that has a close personal relationship with an employee that may compromise or impair the employee's fairness and impartiality, including a member of the employee's immediate family or household;

2. An employee's business partner; or
3. An entity that employs or is about to employ the employee or one of the individuals listed in one or two above.

Employees shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to agreements or contracts. Situations in which the interest is not substantial or the gift is an unsolicited item of nominal value must comply with State law and Board policy 2:105, *Ethics and Gift Ban*.

Outside Employment

Employees shall not engage in any other employment or in any private business during regular working hours or at such other times as are necessary to fulfill appropriate assigned duties.

Incorporated

by reference: 5:120-E (Code of Ethics for Ill.inois Educators)

LEGAL REF.:

[U.S. Constitution, First Amendment.](#)

[2 C.F.R. §200.318\(c\)\(1\).](#)

[5 ILCS 420/4A-101](#), Ill. Governmental Ethics Act.

[5 ILCS 430/](#), State Officials and Employee Ethics Act.

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

[50 ILCS 135/](#), Local Governmental Employees Political Rights Act.

105 ILCS 5/10-22.39, [5/10-23.13](#), and [5/22-5](#), and [5/22-90](#) (final citation pending).

325 ILCS 5/, Abused and Neglected Child Reporting Act.

775 ILCS 5/5A-102, Ill. Human Rights Act.

23 Ill.Admin.Code Part 22, Code of Ethics for Ill.inois Educators.

[Pickering v. Board of Township H.S. Dist. 205](#), 391 U.S. 563 (1968).

[Garcetti v. Ceballos](#), 547 U.S. 410 (2006).

CROSS REF.: 2:105 (Ethics and Gift Ban), [2:265 \(Title IX Sexual Harassment Grievance Procedure\)](#), [4:60 \(Purchases and Contracts\)](#), [4:165 \(Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors\)](#), [5:90 \(Abused and Neglected Child Reporting\)](#), [5:100 \(Staff Development Program\)](#), [5:125 \(Personal Technology and Social Media; Usage and Conduct\)](#), [7:20 \(Harassment of Students Prohibited\)](#)

Adopted: January 21, 2020

PRESSPlus Comments

PRESSPlus 1. *Erin's Law*, 105 ILCS 5/10-23.13, amended by P.A. 102-610. **Issue 108, November 5:120**

2021

PRESSPlus 2. Sample conduct standards are contained in administrative procedure 5:120-AP2, *Employee Conduct Standards*, available at **PRESS** Online by logging in at www.iasb.com. These items are subjects of mandatory collective bargaining. Consult the board attorney for advice before establishing them. **Issue 108, November 2021**

PRESSPlus 3. 105 ILCS 5/10-23.13(b), amended by P.A. 102-610. **Issue 108, November 2021**

PRESSPlus 4. This definition of *sexual misconduct* is adapted from HB 1975, legislation that did not pass in the first half of the 102nd Ill. General Assembly; however, it includes the results of collaboration to implement some of the recommendations of the *Make Sexual and Severe Physical Abuse Fully Extinct (Make S.A.F.E.) Taskforce* and was endorsed by Stop Educator Sexual Abuse Misconduct & Exploitation (S.E.S.A.M.E.), a national organization working to prevent sexual exploitation, abuse, and harassment of students by teachers and other school staff. See www.sesamenet.org/ for further information.

As of **PRESS** Issue 108's publication, HB 1975 is still pending in the 102nd General Assembly and is expected to become law. Its enactment could close significant legal loopholes related to combating grooming by broadening the definition of grooming prohibited by the Criminal Code of 2012 and authorizing the Ill. Dept. of Children and Family Services to investigate grooming allegations under the Abused and Neglected Child Reporting Act. **Issue 108, November 2021**

PRESSPlus 5. 105 ILCS 5/10-23.13(b), amended by P.A. 102-610. Sample expectations and guidelines are contained in administrative procedure 5:120-AP2, E, *Expectations and Guidelines for Employee-Student Boundaries*, available at **PRESS** Online by logging in at www.iasb.com. Establishing guidelines specific to #3(a), (b), and (c) is not currently required but is a requirement in HB 1975 (See PRESS Plus Comment 4, above). **Issue 108, November 2021**

PRESSPlus 6. 105 ILCS 5/10-23.13(b), amended by P.A. 102-610. **Issue 108, November 2021**

Document Status: Draft Update

General Personnel

5:125 Personal Technology and Social Media; Usage and Conduct

Definitions

Includes - Means "includes without limitation" or "includes, but is not limited to."

Social media - Media for social interaction, using highly accessible communication techniques through the use of web-based and mobile technologies to turn communication into interactive dialogue. This includes, but is not limited to, services such as *Facebook, LinkedIn, Twitter, Instagram, Snapchat, and YouTube.*

Personal technology - Any device that is not owned or leased by the District or otherwise authorized for District use and: (1) transmits sounds, images, text, messages, videos, or electronic information, (2) electronically records, plays, or stores information, or (3) accesses the Internet, or private communication or information networks. This includes laptop computers (e.g., laptops, ultrabooks, and chromebooks), tablets (e.g., iPads®, Kindle®, Microsoft Surface®, and other Android® platform or Windows® devices), smartphones (e.g., iPhone®, BlackBerry®, Android® platform phones, and Windows Phone®), and other devices (e.g., iPod®).

Usage and Conduct

All District employees who use personal technology and/or social media shall: [PRESSPlus1](#)

1. Adhere to the high standards for **Professional and Appropriate Conduct** ~~appropriate school relationships~~ required by policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*, at all times, regardless of the ever-changing social media and personal technology platforms available. This includes District employees posting images or private information about themselves or others in a manner readily accessible to students and other employees that is inappropriate as defined by policy 5:20, *Workplace Harassment Prohibited*; 5:100, *Staff Development Program*; 5:120, *Employee Ethics; Conduct; and Conflict of Interest*; 6:235, *Access to Electronic Networks*; 7:20, *Harassment of Students Prohibited*; and the Ill. Code of Educator Ethics, [23 Ill.Admin.Code §22.20](#).
2. Choose a District-provided or supported method whenever possible to communicate with students and their parents/guardians.
3. Not interfere with or disrupt the educational or working environment, or the delivery of education or educational support services.
4. Inform their immediate supervisor if a student initiates inappropriate contact with them via any form of personal technology or social media.
5. Report instances of suspected abuse or neglect discovered through the use of social media or personal technology pursuant to a school employee's obligations under policy 5:90, *Abused and Neglected Child Reporting Child Reporting*.
6. Not disclose student record information, including student work, photographs of students, names of students, or any other personally identifiable information about students, in compliance ~~Comply~~

with policy 5:130, *Responsibilities Concerning Internal Information*. This means that personal technology and social media may not be used to share, publish, or transmit information about or images of students and/or District employees without proper approval. For District employees, proper approval may include implied consent under the circumstances.

7. Refrain from using the District's logos without permission and follow Board policy 5:170, *Copyright*, and all District copyright compliance procedures.
8. Use personal technology and social media for personal purposes only during non-work times or hours. Any duty-free use must occur during times and places that the use will not interfere with job duties or otherwise be disruptive to the school environment or its operation.
9. Assume all risks associated with the use of personal technology and social media at school or school-sponsored activities, including students' viewing of inappropriate Internet materials through the District employee's personal technology or social media. The Board expressly disclaims any responsibility for imposing content filters, blocking lists, or monitoring of its employees' personal technology and social media.
10. Be subject to remedial and any other appropriate disciplinary action for violations of this policy ranging from prohibiting the employee from possessing or using any personal technology or social media at school to dismissal and/or indemnification of the District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any violation of this policy.

The Superintendent shall:

1. Inform District employees about this policy during the in-service on educator ethics, teacher-student conduct, and school employee-student conduct required by Board policy 5:120, *Employee Ethics; Conduct; and Conflict of Interest*.
2. Direct Building Principals to annually:
 - a. Provide their building staff with a copy of this policy.
 - b. Inform their building staff about the importance of maintaining high standards in their school relationships.
 - c. Remind their building staff that those who violate this policy will be subject to remedial and any other appropriate disciplinary action up to and including dismissal.
3. Build awareness of this policy with students, parents, and the community.
4. Ensure that ~~no one for~~ neither the District, nor anyone on its behalf, commits requests of an act prohibited by the Right to Privacy in the Workplace Act, 820 ILCS 55/10; i.e., the *Facebook Password Law* ~~employee or applicant access in any manner to his or her social networking website or requests passwords to such sites.~~
5. Periodically review this policy and any procedures with District employee representatives and electronic network system administrator(s) and present proposed changes to the Board.

LEGAL REF.:

[105 ILCS 5/21B-75](#) and [5/21B-80](#).

~~Ill. Human Rights Act, 775 ILCS 5/5A-102, Ill. Human Rights Act.~~

[820 ILCS 55/10, Right to Privacy in the Workplace Act.](#)

~~Code of Ethics for Ill. Educators, 23 Ill.Admin.Code §22.20, Code of Ethics for Ill. Educators.~~

[Garcetti v. Ceballos](#), 547 U.S. 410 (2006).

[Pickering v. High School Dist. 205](#), 391 U.S. 563 (1968).

Mayer v. Monroe County Community School Corp., 474 F.3d 477 (7th Cir. 2007).

CROSS REF.: [4:165 \(Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors\)](#), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:130 (Responsibilities Concerning Internal Information), 5:150 (Personnel Records), 5:170 (Copyright), 5:200 (Terms and Conditions of Employment and Dismissal), 6:235 (Access to Electronic Networks), 7:20 (Harassment of Students Prohibited), 7:340 (Student Records)

Adopted: March 17, 2020

PRESSPlus Comments

PRESSPlus 1. Updated in response to the requirements of districts outlined in 105 ILCS 5/10-23.13 (*Erin's Law*), amended by P.A. 102-610. For more information about *Erin's Law* requirements, see policy 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*. See also the Ethics, Training, and Educator Misconduct bundle in the **PRESS** Issue 108 Update Memo, available at **PRESS** Online by logging in at www.iasb.com. **Issue 108, November 2021**

Document Status: Draft Update

General Personnel

5:150 Personnel Records

Prospective Employer Inquiries Concerning a Current or Former Employee's Job Performance [PRESSPlus1](#)

The Superintendent or designee shall manage a process for responding to inquiries by a prospective employer concerning a current or former employee's job performance. The Superintendent shall: [PRESSPlus2](#)

1. Execute the requirements in the Abused and Neglected Child Reporting Act whenever another school district asks for a reference concerning an applicant who is or was a District employee and was the subject of a report made by a District employee to Ill. Dept. of Children and Family Services (DCFS); and
2. Comply with the federal law prohibiting the District from providing a recommendation of employment for an employee, contractor, or agent that District knows, or has probable cause to believe, has engaged in sexual misconduct with a student or minor in violation of the law, [PRESSPlus3](#) but the Superintendent or designee may follow routine procedures regarding the transmission of administrative or personnel files for that employee.

When requested for information about an employee by an entity other than a prospective employer, the District will only confirm position and employment dates unless the employee has submitted a written request to the Superintendent or designee.

Maintenance and Access to Records [PRESSPlus4](#)

Please refer to the applicable collective bargaining agreement(s).

For employees not covered by a current applicable bargaining agreement:

The Superintendent or designee shall manage the maintenance of personnel records in accordance with State and federal law and Board of Education policy. Records, as determined by the Superintendent, are retained for all employment applicants, employees, and former employees given the need for the District to document employment-related decisions, evaluate program and staff effectiveness, and comply with government recordkeeping and reporting requirements. Personnel records shall be maintained in the District's administrative office, under the Superintendent's direct supervision.

Access to personnel records is available as follows:

1. An employee will be given access to his or her personnel records according to State law and guidelines developed by the Superintendent.
2. An employee's supervisor or other management employee who has an employment or business-related reason to inspect the record is authorized to have access.
3. Anyone having the respective employee's written consent may have access.

4. Access will be granted to anyone authorized by State or federal law to have access.
5. All other requests for access to personnel information are governed by Board policy 2:250, *Access to District Public Records*.

LEGAL REF.:

[20 U.S.C. §7926](#).

[325 ILCS 5/4](#), Abused and Neglected Child Reporting Act.

[745 ILCS 46/10](#), Employment Record Disclosure Act.

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

[23 Ill.Admin.Code §1.660](#).

CROSS REF.: 2:250 (Access to District Public Records), [5:90 \(Abused and Neglected Child Reporting\)](#), 7:340 (Student Records)

Adopted: July 21, 2020

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/10-23.13 (*Erin's Law*), amended by P.A. 102-610. For more information, see the Ethics, Training, and Educator Misconduct bundle in the **PRESS** Issue 108 Update Memo, available at **PRESS** Online by logging in at www.iasb.com. **Issue 108, November 2021**

PRESSPlus 2. Required by the Elementary and Secondary Education Act (ESEA) (20 U.S.C. §7926). On 6-27-2018, the U.S. Dept. of Education issued a *Dear Colleague Letter* stating that school policies must explicitly state this requirement. See the resources portion for the letter at: www2.ed.gov/policy/elsec/leg/essa/index.html.

Consult the board attorney about what “or has probable cause to believe, has engaged in sexual misconduct” means. For guidance, policy 5:90, *Abused and Neglected Child Reporting* defines an “alleged incident of sexual abuse” as an incident of sexual abuse of a child, as defined in 720 ILCS 5/11-9.1A, that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity. **Issue 108, November 2021**

PRESSPlus 3. Consult the board attorney in these situations for help about what the superintendent may or may not say. Questions exist whether the superintendent says nothing, provides a neutral reference, or whether a *recommendation* could mean positive or negative statements. **Issue 108, November 2021**

PRESSPlus 4. Subheadings are added for clarity. **Issue 108, November 2021**

Document Status: Draft Update

General Personnel

5:185 Family and Medical Leave

Please refer to the NSEA Collective Bargaining Agreement.

For employees not covered by the NSEA Bargaining Agreement:

Leave Description

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, beginning September 1 and ending August 31 of the next year.

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 will substitute an employee's accrued compensatory time-off and/or paid leave for unpaid FMLA leave, provided such leave is available for use in accordance with Board policies and rules. [PRESSPlus1](#) 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 by 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. In addition, one of the following provisions must describe the employee:

1. The employee has been employed by the District for at least 12 months and has been employed for at least 1,000~~250~~^{PRESSPlus2} hours of service during the 12-month period immediately before the beginning of the leave. 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.
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.:

Family and Medical Leave Act, 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), 5:310 (Compensatory Time-Off), 5:330 (Sick Days, Vacation, Holidays, and Leaves)

Adopted: March 17, 2020

PRESSPlus Comments

PRESSPlus 1. In order to substitute paid leave for FMLA, it must be available for use under the employer's normal leave policies. For example, under 105 ILCS 5/24-6 and sample board policies 5:250, *Leaves of Absence*, and 5:330, *Sick Day, Vacation, Holidays, and Leaves*, an employee may only substitute 30 days of sick leave for birth without providing a medical certification, even if the employee has 100 sick days accrued; only 30 of those days are available for use.

Once an eligible employee communicates a need to take leave for an FMLA-qualifying reason, a district may not delay designating the leave as FMLA leave, and neither the employee nor a district may decline FMLA protection for that leave, even when a collective bargaining agreement requires or allows for such a delay. Further, when a district requires employees to substitute accrued paid leave for FMLA leave, all the benefits and protections that would otherwise apply during the paid leave (such as accrual of seniority) must continue to apply when substituting for FMLA leave. See *DOL Wage and Hour Division Letter FMLA 2019-3-A* (9-10-19), at: www.dol.gov/sites/dolgov/files/WHD/legacy/files/2019_09_10_3A_FMLA.pdf. **Issue 108, November 2021**

PRESSPlus 2. A provision in State law expands eligibility for FMLA leave to school district employees who have been employed by the district for at least 12 months and work 1,000 hours (rather than the federal FMLA's 1,250 hours) in the 12-month period immediately preceding the leave, which effectively makes more educational support personnel eligible for the leave. 105 ILCS 5/24-6.4, added by P.A. 102-335. **Issue 108, November 2021**

Document Status: Draft Update

Professional Personnel

5:200 Terms and Conditions of Employment and Dismissal

The Board of Education delegates authority and responsibility to the Superintendent to manage the terms and conditions for the employment of professional personnel. The Superintendent shall act reasonably and comply with State and federal law as well as any applicable individual employment contract or PRESSPlus1 collective bargaining agreement in effect. The Superintendent is responsible for making dismissal recommendations to the Board consistent with the Board's goal of having a highly qualified, high performing staff.

School Year and Day, Duty-Free Lunch, Salary, Assignments and Transfers, Reduction-In-Force, Evaluation

Please refer to the applicable collective bargaining agreement(s).

Nursing Mothers

The District accommodates employees who are nursing mothers according to provisions in State and federal law.

School Social Worker Services Outside of District Employment

School social workers may not provide services outside of their District employment to any student(s) attending school in the District. *School social worker* has the meaning stated in [105 ILCS 5/14-1.09a](#).

Dismissal

The District will follow State law when dismissing a teacher.

LEGAL REF.:

[105 ILCS 5/10-19](#), [5/10-19.05](#), [5/10-20.65](#), [5/14-1.09a](#), [5/22.4](#), [5/24-16.5](#), [5/24-2](#), [5/24-8](#), [5/24-9](#), [5/24-11](#), [5/24-12](#), [5/24-21](#), [5/24A-1 through 24A-20](#).

820 ILCS 260/, Nursing Mothers in the Workplace Act~~1 et seq.~~

[23 Ill.Admin.Code Parts 50](#) (Evaluation of Educator Licensed Employees) and [51](#) (Dismissal of Tenured Teachers).

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

CROSS REF.: 5:290 (Employment Termination and Suspensions), 6:20 (School Year Calendar and Day)

Adopted: January 21, 2020

PRESSPlus Comments

PRESSPlus 1. Updated in response to PRESS Advisory Board member feedback regarding the need to comply with the terms of individual employment contracts, in addition to collective bargaining agreement(s) and other legal requirements. **Issue 108, November 2021**

Document Status: Draft Update

Professional Personnel

5:220 Substitute Teachers

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

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

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

The Illinois Teachers' Retirement System (TRS) limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 120 paid days or 600 paid hours in each school year, but not more than 100 paid days in the same classroom. Beginning July 1, 2023¹, [PRESSPlus1](#), a substitute teacher who is a TRS annuitant may substitute teach for a period not to exceed 100 paid days or 500 paid hours in any school year, unless the subject area is one where the Regional Superintendent has certified that a personnel shortage exists.

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

Short-Term Substitute Teachers

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

Emergency Situations

A substitute teacher may teach when no licensed teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent shall notify the appropriate Regional Office of Education within five business days after the employment of a substitute teacher in an emergency situation.

LEGAL REF.:

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

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

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

Adopted: October 20, 2020

PRESSPlus Comments

PRESSPlus 1. Updated in response to P.A. 102-537, changing the date to 7-1-23, previously 7-1-21.

TRS annuitants may return to teach in subject shortage area through 6-30-24, previously 6-30-21. P.A. 102-440. **Issue 108, November 2021**

Document Status: Draft Update

Professional Personnel

5:250 Leaves of Absence

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

Sick and Bereavement Leave, Sabbatical Leave, Personal Leave, Leave of Absence Without Pay, Child-Rearing Leave

Please refer to the applicable collective bargaining agreement(s).

Staff members are entitled to use up to 30 days of paid sick leave because of the birth of a child that is not dependent on the need to recover from childbirth. Such days may be used at any time within the 12-month period following the birth of the child. Intervening periods of nonworking days or school not being in session, such as breaks and holidays, do not count towards the 30 working school days. As a condition of paying sick leave beyond the 30 working school days, the Board or Superintendent may require medical certification. [PRESSPlus1](#)

The use of paid sick leave ~~F~~ for purposes of adoption, ~~or~~ placement for adoption, or acceptance of a child in need of foster care, paid sick leave may be used for reasons related to the formal adoption or the formal foster care process prior to taking custody of the child or accepting the child in need of foster care, and for taking custody of the child or accepting the child in need of foster care. Such leave is limited to 30 days, unless a longer leave is provided in an applicable collective bargaining agreement, and need not be used consecutively once the formal adoption or foster care process is underway. The Board or Superintendent may require that the employee provide evidence that the formal adoption ~~process~~ or foster care process is underway. [PRESSPlus2](#)

Leave to Serve as an Election Judge

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

Leaves for Service in the Military

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

General Assembly Leave

Leaves for service in the General Assembly, as well as re-employment rights, will be granted in

accordance with State and federal law. A professional staff member hired to replace one in the General Assembly does not acquire tenure.

Leave for Employment in Department of Defense

The Board may grant teachers a leave of absence to accept employment in a Dept. of Defense overseas school.

School Visitation Leave

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

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

Leaves for Victims of Domestic Violence, Sexual Violence, ~~or Gender Violence~~, or Other Crime of Violence [PRESSPlus3](#)

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

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

Leaves to Serve as an Officer or Trustee of a Specific Organization

Upon request, the Board will grant: (1) an unpaid leave of absence to an elected officer of a State or national teacher organization that represents teachers in collective bargaining negotiations, (2) twenty days of paid leave of absence per year to a trustee of the Teachers' Retirement System in accordance with [105 ILCS 5/24-6.3](#), and (3) a paid leave of absence for the local association president of a State teacher association that is an exclusive bargaining agent in the District, or his or her designee, to attend meetings, workshops, or seminars as described in [105 ILCS 5/24-6.2](#).

LEGAL REF.:

[10 ILCS 5/13-2.5](#)

[105 ILCS 5/24-6](#), [5/24-6.1](#), [5/24-6.2](#), [5/24-6.3](#), [5/24-13](#), and [5/24-13.1](#).

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

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

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

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

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

Adopted: January 21, 2020

PRESSPlus Comments

PRESSPlus 1. 105 ILCS 5/24-6, amended by P.A. 102-275, overturned the Illinois Supreme Court's decision in Dynak v. Bd. of Educ. of Wood Dale Sch. Dist. 7, 164 N.E.3d 1226 (Ill. 2020) (finding that a teacher was not entitled to use 30 days of sick leave for birth consecutively before and after an intervening summer break). It is unclear from the language of the statute if an employee can be prohibited from *intermittent* use of 30 working sick days for birth, e.g., such as taking leave once a week). Consult the board attorney for guidance on this issue. **Issue 108, November 2021**

PRESSPlus 2. 105 ILCS 5/24-6, amended by P.A. 102-275. **Issue 108, November 2021**

PRESSPlus 3. *Other crime of violence* means conduct prohibited by 720 ILCS 5/9 (homicide), 720 ILCS 5/11 (sex offenses), 720 ILCS 5/12 (bodily harm), 720 ILCS 5/26.5 (harassing and obscene communications), 720 ILCS 5/29D (terrorism), and 720 ILCS 5/33A (armed violence) or similar provisions of the Criminal Code of 1961. 820 ILCS 180/10(2.5), added by P.A. 102-487. **Issue 108, November 2021**

Document Status: Draft Update

Educational Support Personnel

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

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

Sick and Bereavement Leave

Please refer to the applicable NSSSA Collective Bargaining Agreements or At-Will Employment Statement.

For employees not covered by the NSSSA Collective Bargaining Agreement or At-Will Employment Statement:

Full or part-time educational support personnel who work at least 600 hours per year receive 10 paid sick leave days per year. Part-time employees will receive sick leave pay equivalent to their regular workday. Unused sick leave shall accumulate to a maximum of 180 days, including the leave of the current year.

Sick leave is defined in State law as personal illness, quarantine at home, serious illness or death in the immediate family or household, or birth, adoption, ~~or placement for adoption,~~ or the acceptance of a child in need of foster care. The Superintendent and/or designee shall monitor the use of sick leave.

As a condition for paying sick leave after three days absence for personal illness ~~or 30 days for birth~~ or as the Board or Superintendent deem necessary in other cases, the Board or Superintendent may require that the staff member provide a certificate from: (1) a physician licensed in Illinois to practice medicine and surgery in all its branches, (2) a chiropractic physician licensed under the Medical Practice Act, (3) a licensed advanced practice registered nurse, (4) a licensed physician assistant who has been delegated the authority to perform health examinations by his or her supervising physician, or (5) if the treatment is by prayer or spiritual means, a spiritual adviser or practitioner of the employee's faith. If the Board or Superintendent requires a certificate during a leave of less than three days for personal illness, the District shall pay the expenses incurred by the employee.

Employees are entitled to use up to 30 days of paid sick leave because of the birth of a child that is not dependent on the need to recover from childbirth. Such days may be used at any time within the 12-month period following the birth of the child. Intervening periods of nonworking days or school not being in session, such as breaks and holidays, do not count towards the 30 working school days. As a condition of paying sick leave beyond the 30 working school days, the Board or the Superintendent may require medical certification. [PRESSPlus1](#)

The use of paid sick leave ~~F~~ for purposes of adoption, ~~or placement for adoption,~~ or acceptance of a child in need of foster care, paid sick leave may be used for reasons related to the formal adoption or the formal foster care process prior to taking custody of the child or accepting the child in need of foster care, and for taking custody of the child or accepting the child in need to foster care. Such leave

is limited to 30 days, unless a longer leave is provided in an applicable collective bargaining agreement, and need not be used consecutively once the formal adoption or foster care process is underway. The Board or Superintendent may require that the employee provide evidence that the formal adoption or foster care process is underway. [PRESSPlus2](#)

Vacation

Please refer to the NSSSA Collective Bargaining Agreement or At-Will Employment Statement.

For employees not covered by the NSSSA Collective Bargaining Agreement or At-Will Employment Statement:

Twelve-month employees shall be eligible for paid vacation days according to the following schedule:

<u>Length of Employment</u>		<u>Monthly Accumulation</u>	<u>Maximum Vacation Leave Earned Per Year</u>
<u>From:</u>	<u>To:</u>		
Beginning of year 2	End of year 5	0.83 Days	10 Days per year
Beginning of year 6	End of year 15	1.25 Days	15 Days per year
Beginning of year 16	End of year	1.67 Days	20 Days per year

Part-time employees who work at least half-time are entitled to vacation days on the same basis as full-time employees, but the pay will be based on the employee's average number of part-time hours per week during the last vacation accrual year. The Superintendent will determine the procedure for requesting vacation.

Vacation days earned in one fiscal year must be used by the end of the following fiscal year; they do not accumulate. Employees resigning or whose employment is terminated are entitled to the monetary equivalent of all earned vacation.

Holidays

Please refer to the NSSSA Collective Bargaining Agreement or At-Will Employment Statement.

For employees not covered by the NSSSA Collective Bargaining Agreement or At-Will Employment Statement:

Unless the District has a waiver or modification of the School Code pursuant to [Section 2-3.25g](#) or [24-2\(b\)](#) allowing it to schedule school on a legal school holiday listed below, District employees will not be required to work on:

New Year's Day	Labor Day
Martin Luther King Jr.'s Birthday	Columbus Day
Abraham Lincoln's Birthday	Veteran's Day
Casimir Pulaski's Birthday	2022 20 Election

Day [PRESSPlus3](#)

Memorial Day

Thanksgiving Day

Juneteenth National Freedom

Christmas Day

Day [PRESSPlus4](#)

Independence Day

A holiday will not cause a deduction from an employee's time or compensation. The District may require educational support personnel to work on a school holiday during an emergency or for the continued operation and maintenance of facilities or property.

Personal Leave

Please refer to the NSSSA Collective Bargaining Agreement or At-Will Employment Statement.

For employees not covered by the NSSSA bargaining agreement or at-will employment statement:

Full-time educational support personnel have one paid personal leave day per year. The use of a personal day is subject to the following conditions:

1. Except in cases of emergency or unavoidable situations, a personal leave request should be submitted to the Building Principal three days before the requested date.
2. No personal leave day may be used immediately before or immediately after a holiday, or during the first and/or last five days of the school year, unless the Superintendent grants prior approval.
3. Personal leave may not be used in increments of less than one-half day.
4. Personal leave is subject to any necessary replacement's availability.
5. Personal leave may not be used on an in-service training day and/or institute training days.
6. Personal leave may not be used when the employee's absence would create an undue hardship.

Leave to Serve as a Trustee of the Illinois Municipal Retirement Fund

Upon request, the Board will grant 20 days of paid leave of absence per year to a trustee of the Ill. Municipal Retirement Fund in accordance with [105 ILCS 5/24-6.3](#).

Other Leaves

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

1. Leaves for Service in the Military ~~and General Assembly~~.
2. Leave for Service in the General Assembly. [PRESSPlus5](#)
3. School Visitation Leave.
4. Leaves for Victims of Domestic Violence, Sexual Violence, ~~or Gender Violence~~, or Other Crime of Violence. [PRESSPlus6](#)
5. Child Bereavement Leave
6. Leave to serve as an election judge.

LEGAL REF.:

[105 ILCS 5/10-20.7b](#), [5/24-2](#), and [5/24-6](#).

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

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

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

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

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

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

Adopted: October 20, 2020

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/24-6, amended by P.A. 102-275. **Issue 108, November 2021**

PRESSPlus 2. Updated in response to 105 ILCS 5/24-6, amended by P.A. 102-275. **Issue 108, November 2021**

PRESSPlus 3. 10 ILCS 5/2A-1.1c, added by P.A. 102-15 and scheduled to be repealed on 1-1-23, requires any school closed on 2022 Election Day to make itself available to an election authority as a polling place on those days. 2020 Election Day remains a holiday listed in 105 ILCS 5/24-2(e), amended by P.A. 102-15, but no longer appears in this policy. **Issue 108, November 2021**

PRESSPlus 4. Updated in response to 5 ILCS 490/63, amended by P.A.s 102-14, eff. 1-1-22, and 102-334 (enacting Juneteenth National Freedom Day on June 19 each year). Note that conflicts related to celebrating Juneteenth when it falls on a Saturday or Sunday exist, e.g., P.A. 102-14 (the controlling Public Act) states "when June nineteenth falls on a Saturday or Sunday, neither the preceding Friday nor the following Monday shall be held or considered as a *paid* holiday" but contrast P.A. 102-334, stating "when June nineteenth falls on a Sunday, the following Monday shall be held and considered the holiday" (notice the word *paid* is missing and it does not address when Juneteenth falls on a Saturday whether Friday is the holiday). Consult the board attorney about whether Juneteenth should be celebrated as an *unpaid holiday* on either the preceding Friday or the following Monday when it falls on a Saturday or Sunday, respectively, or not at all when it falls on a Saturday. **Issue 108, November 2021**

PRESSPlus 5. Moved from #1, above. Granting General Assembly leave to Educational Support Personnel is optional. **Issue 108, November 2021**

PRESSPlus 6. Updated in response to Victims' Economic Security and Safety Act (VESSA), 820 ILCS 180/, amended by P.A. 102-487. *Other crime of violence* means conduct prohibited by 720 ILCS 5/9 (homicide), 720 ILCS 5/11 (sex offenses), 720 ILCS 5/12 (bodily harm), 720 ILCS 5/26.5 (harassing and obscene communications), 720 ILCS 5/29D (terrorism), and 720 ILCS 5/33A (armed violence) or similar provisions of the Criminal Code of 1961. 820 ILCS 180/10(2.5), added by P.A. 102-487. **Issue 108, November 2021**

Document Status: Draft Update

INSTRUCTION

6:15 School Accountability

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

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

Quality Assurance

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

1. Prepare each school's annual recognition application and quality assurance appraisal, whether internal or external, to assess each school's continuous school improvement.
2. Continuously assess the District's and each school's overall performance in terms of both academic success and equity. This includes, without limitation, a thorough analysis of ISBE's balanced accountability measure and each school's Multiple Measure Index and corresponding Annual Measurable Objective provided by ISBE.
3. If applicable, develop District and School Improvement Plans, present them for Board approval, and supervise their implementation.
4. Prepare a school report card, present it at a regular Board meeting, and disseminate it as provided in State law.
5. In accordance with [Sec. 2-3.153 of the School Code](#), administer at least biennially a survey of learning conditions on the instructional environment within the school to, at minimum, students in grades 6 through 8 and teachers.

LEGAL REF.:

[105 ILCS 5/2-3.25](#), [5/2-3.25a](#), [5/2-3.25b](#), [5/2-3.25c](#), [5/2-3.25d](#), [5/2-3.25d-5](#), [5/2-3.25e-5](#), [5/2-3.25f](#), [5/2-3.25f-5](#), [5/2-3.63](#), [5/2-3.64a-5](#), [5/10-17a](#), [PRESSPlus1 5/10-21.3a](#), and [5/27-1](#).

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

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

ADOPTED: June 11, 2019

PRESSPlus Comments

PRESSPlus 1. 105 ILCS 5/10-17a, amended by P.A.s 101-68, 102-294, eff. 1-1-22 (data on the number of incidents of violence that occurred on school grounds or during school-related activities and that resulted in an out-of-school suspension, expulsion, or removal to an alternative setting), 102-594, eff. 7-1-22 (the number of teachers who are National Board Certified Teachers, disaggregated by race and ethnicity), and 102-539 (school report card deliveries delayed until 12-31 in years when the Governor declares a public health emergency). **Issue 108, November 2021**

Document Status: Draft Update

INSTRUCTION

6:20 School Year Calendar and Day

School Calendar

The Board of Education, upon the Superintendent's recommendation and subject to State regulations and applicable collective bargaining agreement/s, annually establishes the dates for opening and closing classes, teacher institutes and in-services, the length and dates of vacations, and the days designated as legal school holidays.

Commemorative Holidays

The teachers and students shall devote a portion of the school day on each commemorative holiday designated in the School Code to study and honor the commemorated person or occasion. The Board may, from time to time, designate a regular school day as a commemorative holiday.

School Day

The Board establishes the length of the school day with the recommendation of the Superintendent and subject to State law requirements. The Superintendent or designee shall ensure that observances required by State law are followed during each day of school attendance.

LEGAL REF.:

[105 ILCS 5/10-19](#), [5/10-19.05](#), [5/10-20.56](#), [5/10-24.46](#), [5/10-30](#), [5/18-12](#), [5/18-12.5](#), [5/24-2](#), [5/27-3](#), [5/27-18](#), [5/27-19](#), [5/27-20](#), [5/27-20.1](#), [5/27-20.2](#), and [20/1](#).

[10 ILCS 5/11-4.1](#).

[5 ILCS 490/](#), State Commemorative Dates Act. [PRESSPlus1](#)

[23 Ill.Admin.Code §1.420\(f\)](#).

Metzl v. Leininger, 850 F.Supp. 740 (N.D. Ill. 1994), *aff'd* by 57 F.3d 618 (7th Cir. 1995).

CROSS REF.: 2:20 (Powers and Duties of the School Board; Indemnification), 4:180 (Pandemic Preparedness; Management; and Recovery), 5:200 (Terms and Conditions of Employment and Dismissal), 5:330 (Sick Days, Vacation, Holidays, and Leaves), 6:60 (Curriculum Content), 6:70 (Teaching About Religions), 7:90 (Release During School Hours)

Adopted: March 9, 2021

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 108, November 2021**

Document Status: Draft Update - New To District

6:50 School Wellness

New/Unpublished Section

Student wellness, including good nutrition and physical activity, shall be promoted in the District's educational program, school-based activities, and meal programs. [PRESSPlus1](#) This policy shall be interpreted consistently with Section 204 of the Child Nutrition and WIC Reauthorization Act of 2004 and the Healthy Hunger-Free Kids Act of 2010 (HHFKA).

The Superintendent will ensure:

1. Each school building complies with this policy;
2. The policy is available to the community on an annual basis through copies of or online access to the Board Policy Manual; and
3. The community is informed about the progress of this policy's implementation.

Goals for Nutrition Education and Nutrition Promotion

The goals for addressing nutrition education and nutrition promotion include the following:

- Schools will support and promote sound nutrition for students.
- Schools will foster the positive relationship between sound nutrition, physical activity, and the capacity of students to develop and learn.
- Nutrition education will be part of the District's comprehensive health education curriculum. See Board policy 6:60, *Curriculum Content*.

Goals for Physical Activity

The goals for addressing physical activity include the following:

- Schools will support and promote an active lifestyle for students.
- Physical education will be taught in all grades and shall include a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. See policies 6:60, *Curriculum Content* and 7:260, *Exemption from Physical Education*.
- During the school day, all students will be required to engage in a daily physical education course, unless otherwise exempted. See policies 6:60, *Curriculum Content* [PRESSPlus2](#) and 7:260, *Exemption from Physical Education*.
- The curriculum will be consistent with and incorporate relevant *Illinois Learning Standards for Physical Development and Health* as established by the Ill. State Board of Education (ISBE).

Nutrition Guidelines for Foods Available During the School Day; Marketing Prohibited

Students will be offered and schools will promote nutritious food and beverage choices during the school day that are consistent with Board policy 4:120, *Food Services* (requiring compliance with the nutrition standards specified in the U.S. Dept. of Agriculture's (USDA) *Smart Snacks* rules).

In addition, in order to promote student health and reduce childhood obesity, the Superintendent or designee shall:

1. Restrict the sale of *competitive foods*, as defined by the USDA, in the food service areas during meal periods;
2. Comply with all ISBE rules; and
3. Prohibit marketing during the school day of foods and beverages that do not meet the standards listed in Board policy 4:120, *Food Services*, i.e., in-school marketing of food and beverage items must meet *competitive foods* standards.

Competitive foods standards do not apply to foods and beverages available, but not sold in school during the school day; e.g., brown bag lunches, foods for classroom parties, school celebrations, and reward incentives.

Exempted Fundraising Day (EFD) Requests

All food and beverages sold to students on the school campuses of participating schools during the school day must comply with the “general nutrition standards for competitive foods” specified in federal law.

ISBE rules prohibit EFDs for grades 8 and below in participating schools.

Guidelines for Reimbursable School Meals

Reimbursable school meals served shall meet, at a minimum, the nutrition requirements and regulations for the National School Lunch Program and/or School Breakfast Program.

Unused Food Sharing Plan [PRESSPlus3](#)

In collaboration with the District’s local health department, the Superintendent or designee will:

1. Develop and support a food sharing plan (Plan) for unused food that is focused on needy students. [PRESSPlus4](#)
2. Implement the Plan throughout the District.
3. Ensure the Plan complies with the Richard B. Russell National School Lunch Act, as well as accompanying guidance from the U.S. Department of Agriculture on the Food Donation Program. [PRESSPlus5](#)
4. Ensure that any leftover food items are properly donated to combat potential food insecurity in the District’s community. *Properly* means in accordance with all federal regulations and State and local health and sanitation codes.

Monitoring

At least every three years, the Superintendent shall provide implementation data and/or reports to the Board concerning this policy’s implementation sufficient to allow the Board to monitor and adjust the policy (a triennial report). This triennial report must include without limitation each of the following:

- An assessment of the District’s implementation of the policy
- The extent to which schools in the District are in compliance with the policy
- The extent to which the policy compares to model local school wellness policies
- A description of the progress made in attaining the goals of the policy

- How the District will make the results of the assessment available to the public
- Where the District will retain records of the assessment

The Board will monitor and adjust the policy pursuant to policy 2:240, *Board Policy Development*.

Community Involvement

The Board and Superintendent will actively invite suggestions and comments concerning the development, implementation, periodic reviews, and updates of the school wellness policy from parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the board of education, school administrators, and the community. Community involvement methods shall align their suggestions and comments to policy 2:140, *Communications To and From the Board* and/or the **Community Engagement** subhead in policy 8:10, *Connection with the Community*.

Recordkeeping

The Superintendent shall retain records to document compliance with this policy, the District's records retention protocols, and the Local Records Act.

LEGAL REF.:

Pub. L. 108-265, Sec. 204, Child Nutrition and WIC Reauthorization Act of 2004.

42 U.S.C. §1771 et seq., Child Nutrition Act of 1966.

42 U.S.C. §1751 et seq., National School Lunch Act.

42 U.S.C. §1758b, Pub. L. 111-296, Healthy, Hunger-Free Kids Act of 2010.

42 U.S.C. §1779, as implemented by 7 C.F.R. §§210.11 and 210.31.

50 ILCS 205/ Local Records Act.

105 ILCS 5/2-3.139.

23 Ill.Admin.Code Part 305, Food Program.

ISBE's *School Wellness Policy* Goal, adopted Oct. 2007.

CROSS REF.: 2:140 (Communications To and From the Board), 2:150 (Committees), 2:240 (Board Policy Development), 4:120 (Food Services), 5:100 (Staff Development Program), 6:60 (Curriculum Content), 7:260 (Exemption from Physical Education), 8:10 (Connection with the Community)

PRESSPlus Comments

PRESSPlus 1. This policy has not been previously adopted by the Board, however, State or federal law requires this subject matter to be covered in policy and controls its content. The federal Child Nutrition and WIC Reauthorization Act of 2004 (Child Nutrition Act) requires school districts participating in a program authorized by the National School Lunch Act (NSLA) (42 U.S.C. §1751 et seq.) or the Child Nutrition Act to have a school wellness policy. Pub. L. 108-265, Sec. 204. State law required the Ill. State Board of Education (ISBE) to "establish a State goal that all school districts have

a wellness policy.” 105 ILCS 5/2-3.139. ISBE complied in October 2007 by “instruct[ing] all public school districts to establish a School Wellness Policy.” The federal and State laws list mandatory topics for the policy. The second sentence of this policy should be deleted if the district does not participate in the NSLA or the Child Nutrition Act.

See ISBE’s numerous resources at: www.isbe.net/Pages/Nutrition-and-Wellness.aspx. Action for Healthy Kids is a national organization dedicated to overcoming the “epidemic of overweight, undernourished and sedentary youth by focusing on changes in schools;” see its resources at: www.actionforhealthykids.org/index.php.

This sample policy seeks to be both legally compliant and consistent with good governance principles. Both federal and State laws allow each school district to determine how the required topics are addressed. Good governance principles suggest that the board should establish goals with community and stakeholder input. The administration should determine how to achieve the goals. The board should monitor this policy by requesting and reviewing periodic implementation data.

The Ill. Dept. of Agriculture and ISBE are directed to create the Farm Fresh Schools Program. 105 ILCS 124/, Farm Fresh Schools Program Act; 30 ILCS 105/5.728, Farm Fresh Schools Program Fund. They are also directed to administer a grant program to further the Program’s intent of “reduc[ing] obesity and improve[ing] nutrition and public health, as well as strengthen[ing] local agricultural economies by increasing access to and promoting the consumption of locally grown fruits and vegetables in schools and increasing physical activities and programs that promote pupil wellness.” 105 ILCS 124/10.

. A redline version showing the changes made to the sample version, as well as the footnote information, is available at **PRESS** Online by logging in at www.iasb.com. **Issue 108, November 2021**

PRESSPlus 2. Policy 6:50’s sample text is based upon federal and State *goals* while sample policy 6:60, *Curriculum Content*’s text is based only upon State curriculum requirements that require a minimum of three days of physical education per five-day week (with an exception for schools engaged in block scheduling). Ensure the text in this policy’s goal aligns with the district’s practice stated in policy 6:60 for meeting the minimum requirements of 23 Ill.Admin.Code §1.425(b). If the board adopts changes to this policy’s goal, enter the change, and use the save status “Adopted with Additional District Edits.” **Issue 108, November 2021**

PRESSPlus 3. Updated in response to 105 ILCS 5/2-3.182, added by P.A. 102-359. Food sharing plans will depend on many local factors and require local health department involvement, so because of that, a sample **PRESS** administrative procedure is not practical and does not exist. **Issue 108, November 2021**

PRESSPlus 4. *Needy students* is not defined by 105 ILCS 5/2-3.182, added by P.A. 102-359. **Issue 108, November 2021**

PRESSPlus 5. Required for districts that participate in child nutrition programs, the National School Lunch Program and National School Breakfast Program, the Child and Adult Care Food Program (CACFP), and the Summer Food Service Program (SFSP). See 105 ILCS 5/2-3.182, added by P.A. 102-359. Delete number 3 *only if* the district participates in none of the programs listed. **Issue 108, November 2021**

Document Status: Draft Update

INSTRUCTION

6:60 Curriculum Content

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

1. In kindergarten through grade 8, subjects include: (a) language arts, (b) reading, (c) other communication skills, (d) science, (e) mathematics, (f) social studies, (g) art, (h) music, and (i) drug and substance abuse prevention including the dangers of opioid abuse. [PRESSPlus1](#) A reading opportunity of 60 minutes per day will be promoted for all students in kindergarten through grade 3 whose reading levels are one grade level or more lower than their current grade level. Daily time of at least 30 minutes (with a minimum of at least 15 consecutive minutes if divided) will be provided for supervised, unstructured, child-directed play for all students in kindergarten through grade 5. [PRESSPlus2](#) Before the completion of grade 5, students will be offered at least one unit of cursive instruction. Beginning with the 2020-2021 school year, in grades 6, 7, or 8, students must receive at least one semester of civics education in accordance with Illinois Learning Standards for social science.
2. In grades 7 and 8, as well as in interscholastic athletic programs, steroid abuse prevention must be taught.
3. In kindergarten through grade 8, provided it can be funded by private grants or the federal government, violence prevention and conflict resolution must be stressed, including: (a) causes of conflict, (b) consequences of violent behavior, (c) non-violent resolution, and (d) relationships between drugs, alcohol, and violence. In addition, anti-bias education and intergroup conflict resolution may be taught as an effective method for preventing violence and lessening tensions in schools; these prevention methods are most effective when they are respectful of individuals and their divergent viewpoints and religious beliefs, which are protected by the First Amendment to the Constitution of the United States. [Q1](#)
4. In grades kindergarten through 8, age-appropriate Internet safety must be taught, the scope of which shall be determined by the Superintendent or designee. The curriculum must incorporate policy 6:235, *Access to Electronic Networks* and, at a minimum, include: (a) education about appropriate online behavior, (b) interacting with other individuals on social networking websites and in chat rooms, and (c) cyberbullying awareness and response.
5. In all grades, students must receive developmentally appropriate opportunities to gain computer literacy skills that are embedded in the curriculum. [PRESSPlus3](#)
6. In all grades, character education must be taught including respect, responsibility, fairness, caring, trustworthiness, and citizenship in order to raise students' honesty, kindness, justice, discipline, respect for others, and moral courage. Instruction in all grades will include examples of behaviors that violate policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*.
7. In all schools, citizenship values must be taught, including: (a) American patriotism, (b) democratic principles of representative government (the American Declaration of Independence, the Constitution of the United States of America and the Constitution of the State of Illinois) freedom, justice, and equality, [PRESSPlus4](#) (c) proper use and display of the American flag, (d) the Pledge of Allegiance, and (e) the voting process.

8. In all grades, physical education must be taught including a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. Unless otherwise exempted, all students are required to engage with such frequency as determined by the Board, but at a minimum of three days per five-day week, [PRESSPlus5](#) during the school day, except on block scheduled days, in a physical education course. For exemptions and substitutions, see policy 7:260, *Exemption from Physical Education*.
9. In all schools, health education must be stressed, including: [PRESSPlus6](#) (a) proper nutrition, (b) physical fitness, (c) components necessary to develop a sound mind in a healthy body, (d) dangers and avoidance of abduction, and (e) age-appropriate [and evidence-informed](#) [PRESSPlus7](#) sexual abuse and assault awareness and prevention education in all grades. [PRESSPlus8](#) The Superintendent shall implement a comprehensive health education program in accordance with State law. [Q2](#)
10. In all schools, career/vocational education must be taught, including: (a) the importance of work, (b) the development of basic skills to enter the world of work and/or continue formal education, (c) good work habits and values, (d) the relationship between learning and work, and (e) if possible, a student work program that provides the student with work experience as an extension of the regular classroom. A career awareness and exploration program must be available at all grade levels.
11. In all schools, conservation of natural resources must be taught, including: (a) home ecology, (b) endangered species, (c) threats to the environment, and (d) the importance of the environment to life as we know it.
12. In all schools, United States (U.S.) history must be taught, including: (a) the principles of representative government, (b) the Constitutions of the U.S. and Illinois, (c) the role of the U.S. in world affairs, (d) the role of labor unions, (e) the role and contributions of ethnic groups, including but not limited to, the African Americans, Albanians, Asian Americans, Bohemians, Czechs, French, Germans, Hispanics (including the events related to the forceful removal and illegal deportation of Mexican-American U.S. citizens during the Great Depression), Hungarians, Irish, Italians, Lithuanians, Polish, Russians, Scots, and Slovaks in the history of this country and State, (f) a study of the roles and contributions of lesbian, gay, bisexual, and transgender (LGBT) people in the history of the U.S. and Illinois, [and](#) (g) Illinois history, [and](#) (h) [the contributions made to society by Americans of different faith practices, including, but not limited to, Muslim Americans, Jewish Americans, Christian Americans, Hindu Americans, Sikh Americans, Buddhist Americans, and any other collective community of faith that has shaped America.](#) [PRESSPlus9](#)

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

13. In grade 7, students must view a Congressional Medal of Honor film made by the Congressional Medal of Honor Foundation, provided there is no cost for the film.
14. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the Holocaust and crimes of genocide, including Nazi atrocities of 1933-1945, Armenian Genocide, the Famine-Genocide in Ukraine, and more recent atrocities in Cambodia, Bosnia, Rwanda, and Sudan.
15. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the history, struggles, and contributions of women.

16. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on Black History, including the history of the pre-enslavement of Black people from 3,000 BCE to AD 1619, the African slave trade, slavery in America, the study of the reasons why Black people came to be enslaved, and the vestiges of slavery in this country, the study of the American civil rights renaissance, as well as the struggles and contributions of African-Americans. [PRESSPlus10](#)
17. In all schools, instruction during courses as determined by the Superintendent or designee on disability history, awareness, and the disability rights movement.
18. Beginning in the fall of 2022, in all schools, instruction as determined by the Superintendent or designee on the events of Asian American history, including the history of Asian Americans in Illinois and the Midwest, as well as the contributions of Asian Americans toward advancing civil rights from the 19th century onward, which must include the contributions made by individual Asian Americans in government and the arts, humanities, and sciences, as well as the contributions of Asian American communities to the economic, cultural, social, and political development of the United States. [PRESSPlus11](#)
19. In kindergarten through grade 8, education must be available to students concerning effective methods of preventing and avoiding traffic injuries related to walking and bicycling.

LEGAL REF.:

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

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

47 C.F.R. §54.520.

5 ILCS 465/3 and 465/3a.

20 ILCS 2605/2605-480.

105 ILCS 5/2-3.80(e) and (f), 5/10-20.73 (final citation pending), 5/10-23.13, 5/27-3, 5/27-3.5, 5/27-5, 5/27-6, 5/27-6.5, 5/27-7, 5/27-12, 5/27-12.1, 5/27-13.1, 5/27-13.2, 5/27-20.08, 5/27-20.3, 5/27-20.4, 5/27-20.5, 5/27-20.7, 5/27-20.8, 5/27-21, 5/27-22, 5/27-23.3, 5/27-23.4, 5/27-23.7, 5/27-23.8, 5/27-23.10, 5/27-23.11, 5/27-23.15, 5/27-24.1, and 5/27-24.2.

105 ILCS 435/, and 110/3, Comprehensive Health Education Program.

105 ILCS 435/, Vocational Education Act.

625 ILCS 5/6-408.5, III. Vehicle Code.

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

CROSS REF.: 4:165 (Awareness and Prevention of Child Sex Abuse and Grooming Behaviors), 6:20 (School Year Calendar and Day), 6:40 (Curriculum Development), 6:70 (Teaching About Religions), 6:235 (Access to Electronic Networks), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:260 (Exemption from Physical Education)

Adopted: January 21, 2020

Questions and Answers:

***Required Question 1. 105 ILCS 5/27-23.6 entitled *Anti-bias education* allows districts to incorporate activities to address intergroup conflict, with the objectives of improving intergroup relations on and beyond the school campus, defusing intergroup tensions, and promoting peaceful resolution of conflict.

Boards that adopt a policy to incorporate activities to address anti-bias education and intergroup conflict pursuant to this law must make information available to the public that describes the manner in which the district has implemented the activities. Methods for making this information available include: the district's website, if any, and in the district's offices upon request. See 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*, available at **PRESS** Online by logging in at www.iasb.com. Districts may also include the information in a student handbook and in district newsletters. The Ill. Principals Association (IPA) maintains a handbook service that coordinates with **PRESS** material, Online Model Student Handbook (MSH), at: www.ilprincipals.org/resources/model-student-handbook.

Does the District provide anti-bias education and intergroup conflict resolution?

Yes (default)

No (IASB will remove the sentence regarding anti-bias education and intergroup conflict resolution from policy 6:60. If the Board has adopted policy 6:180, IASB will also remove Anti-bias education and intergroup conflict resolution from its list of extended instructional programs.)

***Required Question 2. The repealed family life and sex education programs (105 ILCS 5/27-9.1 and 5/27-9.2, amended by P.A. 102-522) were replaced with the National Sex Education Standards (NSES) (105 ILCS 5/27-9.1a, added by P.A. 102-522) and a developmentally appropriate consent education curriculum (105 ILCS 5/27-9.1b, added by P.A. 102-522). But at the time of **PRESS** Issue 108's publication, the term *family life*, "including evidence-based and medically accurate information regarding sexual abstinence," remained in the Comprehensive Health Education Program (CHEP) (105 ILCS 110/3, amended by P.A. 102-464). The CHEP also includes many other health education topics that all elementary and secondary schools in Illinois must provide, including *teen dating violence* (105 ILCS 110/3.10, see 7:185, *Teen Dating Violence Prohibited*, for the required "teen dating violence policy") and cardiopulmonary resuscitation and automated external defibrillator use. For ease of administration, 6:60-AP1, *Comprehensive Health Education Program*, content includes reference to the new NSES curriculum that is outlined in more detail at 6:60-AP2, *Comprehensive Personal Health and Safety and Sexual Health Education Program (National Sex Education Standards (NSES))*. 105 ILCS 5/27-9.1a, added by P.A. 102-522. While the NSES law is effective immediately, ISBE has until 8-1-22 to develop its learning standards and resources, and at the time of **PRESS** Issue 108's publication, no guidance existed about whether districts that provide the now-repealed family life and sex education programs formerly in 105 ILCS 5/27-9.1 and 9.2, repealed by P.A. 102-522, may continue to do so for: (a) their 21-22 school years, and/or (b) continuing into the 22-23 school year and subsequent school years. Consult the board attorney if the district offered the now-repealed family life and sex education program to assess whether that program may continue during the 21-22 school and/or school years beyond.

Two choices exist for school boards related to providing students with a sex education curriculum:

1. No sex education; or
2. NSES a/k/a Comprehensive Personal Health and Safety and Sexual Health Education Program (105 ILCS 5/27-9.1a, added by P.A. 102-522, and see 6:60-AP2, *Comprehensive Personal*

Health and Safety and Sexual Health Education Program (National Sex Education Standards (NSES)).

While boards are not required to include sex education curriculum information in their policies, if they offer it, the new law requires them to identify the curriculum their district uses along with the name and contact information, including an email address, of a school staff member who can respond to inquiries about instruction and materials. 105 ILCS 5/27-9.1a(e), added by P.A. 102-522. Methods for making this information available include: the district's website, if any, and in the district's offices upon request. See 2:250-E2, *Immediately Available District Public Records and Web-Posted Reports and Records*, available at **PRESS** Online by logging in at www.iasb.com.

If NSES is offered, ensure that the superintendent implements both 6:60-AP1, *Comprehensive Health Education Program*, and 6:60-AP2, *Comprehensive Personal Health and Safety and Sexual Health Education Program (National Sex Education Standards (NSES))*.

If developmentally appropriate consent education curriculum pursuant to 105 ILCS 5/27-9.1b is offered, ensure that implementation of 6:60-AP3, *Developmentally Appropriate Consent Education*, aligns with this policy.

Enter the board's choice below regarding communication to their communities in this policy about the sex education curriculum offered by the district:

- The Board does not offer NSES or developmentally appropriate consent education. (No change to the policy.)
- The Board offers NSES and/or developmentally appropriate consent education, but the Board will not communicate the curriculum chosen in this policy. (No change to the policy.)
- The Board offers National Sex Education Standards (NSES) curriculum, and the Board would like to communicate that in this policy. (IASB will add the following sentence: The Superintendent shall implement a comprehensive health education program in accordance with State law, including a personal health and safety and sexual health education program (National Sex Education Standards) pursuant to 105 ILCS 5/27-9.1a.)
- The Board offers National Sex Education Standards (NSES) curriculum and developmentally appropriate consent education curriculum, and the Board would like to communicate both in this policy. (IASB will add the following sentences: The Superintendent shall implement a comprehensive health education program in accordance with State law, including a personal health and safety and sexual health education program (National Sex Education Standards) pursuant to 105 ILCS 5/27-9.1a. The Superintendent shall also implement a developmentally appropriate consent education curriculum pursuant to 105 ILCS 5/27-9.1b.)
- The Board either does not offer NSES, or offers NSES but does not want to communicate that in this policy, but the Board does offer developmentally appropriate consent education curriculum and wants to communicate it in this policy. (IASB will add the following sentence: The Superintendent shall implement a comprehensive health education program in accordance with State law, including a developmentally appropriate consent education curriculum pursuant to 105 ILCS 5/27-9.1b.)

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/27-13.2, amended by P.A. 102-195, which requires that in addition to instruction, study, and discussion of effective methods for the prevention and avoidance of drugs and substance abuse, the subject must also cover the dangers of opioid abuse. **Issue 108, November 2021**

PRESSPlus 2. Updated in response to 105 ILCS 5/27-6.3, added by P.A. 102-357. Schools must provide at least 30 minutes of play time for any school day five clock hours or longer in length. For any school days less than that, the total time allotted during the school day must be at least one-tenth of a day of attendance for the student. Time spent dressing or undressing for outdoor play may not count towards the daily time allotment. Play time must be computer-, tablet-, phone-, and video-free. Play time may be withheld as a disciplinary or punitive action only if a student's participation poses an immediate threat to the safety of the student or others. **Issue 108, November 2021**

PRESSPlus 3. Updated in response to 105 ILCS 5/10-20.73 (final citation pending), 5/10-20.74, and 5/27-22(e)(3.5), added by P.A. 101-654. 105 ILCS 5/10-20.74, added by P.A. 101-654, requires that districts submit an annual report to ISBE regarding educational technology capacities and policies. See the subhead **Educational Technology Committee** and footnote 20 in 2:150-AP, *Superintendent Committees*, available at **PRESS** Online by logging in at www.iasb.com. **Issue 108, November 2021**

PRESSPlus 4. Updated to align with Illinois statute. **Issue 108, November 2021**

PRESSPlus 5. Boards that want their daily physical education requirement to align with their goal in policy 6:50, *School Wellness*, may replace "minimum of three days per five-day week" with their local daily requirements. If the board adopts changes to this policy's physical education requirement, enter the change, and use the save status "Adopted with Additional District Edits." **Issue 108, November 2021**

PRESSPlus 6. Required by the Comprehensive Health Education Program law (105 ILCS 110/3). More detailed critical health problems and comprehensive health education program content is described in administrative procedure 6:60-AP1, *Comprehensive Health Education Program*, available at **PRESS** Online by logging in at www.iasb.com. **Issue 108, November 2021**

PRESSPlus 7. *Evidence-informed per Erin's Law* means modalities that were created utilizing components of evidence-based treatments or curriculums. 105 ILCS 5/10-23.13(a), added by P.A. 102-610. Contrast with National Sex Education Standards (NSES) at 105 ILCS 5/27-9.1a(a), added by P.A. 102-552, which defines an *evidence-informed program* as "a program that uses the best available research and practice knowledge to guide program design and implementation." **Issue 108, November 2021**

PRESSPlus 8. 105 ILCS 110/3 and 105 ILCS 5/10-23.13, amended by P.A. 102-610 a/k/a *Erin's Law* (child sexual abuse prevention). While 105 ILCS 5/10-23.13(b) states pre-K through 12th, this policy uses *all grades* for brevity and ease of administration. *Erin's Law* requires a policy addressing child sexual abuse prevention and curriculum content on that subject (see policy 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*). A sentence in 6:60-AP1, *Comprehensive Health Education Program*, restates the basic recommendations from page 16 of the *Erin's Law* Taskforce Final Report (Report) to Governor Quinn at: www.isbe.net/Documents/erins-law-final0512.pdf, which was the basis for HB 1975 text, which did not pass in the first half of the 102nd Ill. General Assembly but is used as the basis for sample content to implement P.A. 102-610 due to that Public Act's vagueness. The professional educator training component of *Erin's Law* is

addressed in policies 5:90, *Abused and Neglected Child Reporting* and 5:100, *Staff Development Program*. The Report also encouraged parental involvement because parents play a key role in protecting children from child sexual abuse. **Issue 108, November 2021**

PRESSPlus 9. Updated in response to 105 ILCS 5/27-21, amended by P.A. 102-411. **Issue 108, November 2021**

PRESSPlus 10. Updated in response to 105 ILCS 5/27-20.4, amended by P.A. 101-654. **Issue 108, November 2021**

PRESSPlus 11. Updated in response to 105 ILCS 5/27-20.8, added by P.A. 102-44. The regional superintendent of schools [or Intermediate Service Center Executive Director, whichever is appropriate] will monitor districts' compliance with this law during the annual compliance review visits. Districts may meet this law's requirements through online programs or courses. **Issue 108, November 2021**

Document Status: Draft Update

INSTRUCTION

6:120 Education of Children with Disabilities

The School District shall provide a free appropriate public education in the least restrictive environment and necessary related services to all children with disabilities enrolled in the District, as required by the Individuals With Disabilities Education Act (IDEA) and implementing provisions of the School Code, Section 504 of the Rehabilitation Act of 1973, and the Americans With Disabilities Act. The term *children with disabilities*, as used in this policy, means children between ages 3 and 15 (inclusive) [PRESSPlus1](#) for whom it is determined, through definitions and procedures described in the Ill. State Board of Education (ISBE) *Special Education* rules, that special education services are needed.

It is the intent of the District to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 are identified, evaluated, and provided with appropriate educational services. Students may be disabled within the meaning of Section 504 of the Rehabilitation Act even though they do not require services pursuant to ~~the~~ IDEA.

For students eligible for services under IDEA, the District shall follow procedures for identification, evaluation, placement, and delivery of services to children with disabilities provided in the ISBE *Special Education* rules. The District shall also ensure parental participation in the IEP process as required by IDEA and its state and federal implementing regulations. Neither parents nor the District is allowed to record IEP meetings, which are considered private conversations pursuant to the Illinois Eavesdropping Statute, unless the parents can provide documentation of a disability for which recording is a reasonable accommodation. In the event a parent is allowed to record a meeting because of a disability, the District will also record the meeting. The District's recording of the meeting will be maintained as part of the student's temporary record.

For those students who are not eligible for services under IDEA, but, because of disability as defined by Section 504 of the Rehabilitation Act of 1973, need or are believed to need special instruction or related services, the District shall establish and implement a system of procedural safeguards. The safeguards shall cover students' identification, evaluation, and educational placement. This system shall include notice, an opportunity for the student's parent(s)/guardian(s) to examine relevant records, an impartial hearing with opportunity for participation by the student's parent(s)/guardian(s), representation by counsel, and a review procedure.

The District may maintain membership in one or more cooperative associations of school districts that shall assist the District in fulfilling its obligations to the District's ~~disabled~~ students with disabilities.

If necessary, students may also be placed in nonpublic special education programs or education facilities.

LEGAL REF.:

[20 U.S.C. §1400](#) *et seq.*, Individuals With Disabilities Education Improvement Act of 2004.

[29 U.S.C. §794](#), Rehabilitation Act of 1973, Section 504.

[42 U.S.C. §12101](#) *et seq.*, Americans With Disabilities Act.

[34 C.F.R. Part 106](#).

34 C.F.R. [§Part 300](#).

[105 ILCS 5/14-1.01](#) *et seq.*, [5/14-7.02](#), and [5/14-7.02b](#).

[23 Ill.Admin.Code Part 226](#).

CROSS REF.: 2:150 (Committees), 7:230 (Misconduct by Students with Disabilities)

Adopted: October 20, 2020

PRESSPlus Comments

PRESSPlus 1. 105 ILCS 5/14-6.01 states that high school districts are financially responsible for the education of children with disabilities who reside in their districts when such children reach age 15, but they may admit children with disabilities into special education facilities without regard to graduation from the eighth grade after they reach age 14 ½. When a child with a disability turns 14 ½ years old, it is the elementary school district's responsibility to notify the high school district of the child's current eligibility, program, and evaluation data upon which the current program is based. **Issue 108, November 2021**

Document Status: District Use Only

6:130 Program for the Gifted

New/Unpublished Section

The Superintendent or designee shall implement an education program for gifted and talented learners that will challenge and motivate academically advanced learners and engage them in appropriately differentiated learning experiences to develop their unique abilities. If the State Superintendent of Education issues a Request for Proposals because sufficient State funding is available to support local programs of gifted education, the Superintendent or designee shall inform the Board concerning the feasibility and advisability of developing a “plan for gifted education” that would qualify for State funding.

Eligibility to participate in the gifted program shall not be conditioned upon race, religion, sex, disability, or any factor other than the student’s identification as gifted or talented learner.

The School Board will monitor this program’s performance by meeting periodically with the Superintendent or designee to determine and/or review the indicators and data that evidence whether the educational program for gifted and talented learners is accomplishing its goals and objectives and is otherwise in compliance with this policy.

LEGAL REF.: 105 ILCS 5/14A.

23 Ill.Admin.Code Part 227.

CROSS REF.: 6:135 (Accelerated Placement Program)

Document Status: Draft Update

INSTRUCTION

6:135 Accelerated Placement Program

The District provides an Accelerated Placement Program (APP). The APP advances the District's goal of providing educational programs with opportunities for each student to develop to his or her maximum potential. The APP provides an educational setting with curriculum options usually reserved for students who are older or in higher grades than the student participating in the APP. APP options include, but may not be limited to: (a) accelerating a student in a single subject; (b) other grade-level acceleration; and (c) early entrance to kindergarten or first grade. Participation in the APP is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted and talented. Eligibility to participate in the District's APP shall not be conditioned upon the protected classifications identified in Board of Education policy 7:10, *Equal Educational Opportunities*, or any factor other than the student's identification as an accelerated learner.

The Superintendent or designee shall implement an APP that includes:

1. Decision-making processes that are fair, equitable, and involve multiple individuals, e.g. District administrators, teachers, and school support personnel, and a student's parent(s)/guardian(s);
2. Notification processes that notify a student's parent(s)/guardian(s) of a decision affecting a student's participation in the APP; ~~and~~
3. Assessment processes that include multiple valid, reliable indicators; ~~and~~
4. By the fall of 2023, the automatic enrollment, in the following school term, of a student into the next most rigorous level of advanced coursework offered by the high school if the student meets or exceeds State standards in English language arts, mathematics, or science on a State assessment administered under 105 ILCS 5/2-3.64a-5, as follows. [PRESSPlus1](#)
 - a. A student who meets or exceeds State standards in English language arts shall be automatically enrolled into the next most rigorous level of advanced coursework in English, social studies, humanities, or related subjects.
 - b. A student who meets or exceeds State standards in mathematics shall be automatically enrolled into the next most rigorous level of advanced coursework in mathematics.
 - c. A student who meets or exceeds State standards in science shall be automatically enrolled into the next most rigorous level of advanced coursework in science.

The Superintendent or designee shall annually notify the community, parent(s)/guardian(s), students, and school personnel about the APP, the process for referring a student for possible evaluation for accelerated placement, and the methods used to determine whether a student is eligible for accelerated placement, including strategies to reach groups of students and families who have been historically underrepresented in accelerated placement programs and advanced coursework. [PRESSPlus2](#) Notification may: (a) include varied communication methods, such as student handbooks and District or school websites; and (b) be provided in multiple languages, as appropriate.

LEGAL REF.:

[105 ILCS 5/14A.](#)

[23 Ill.Admin.Code Part 227](#), Gifted Education.

CROSS REF.: 6:10 (Educational Philosophy and Objectives), 6:130 (Program for the Gifted), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools)

Adopted: July 21, 2020

PRESSPlus Comments

PRESSPlus 1. Required by 105 ILCS 5/14A-32(a-5), added by P.A. 101-654 and amended by P.A. 102-209, for all districts, including elementary-only districts. Though not explained in the statute, this is likely because State assessments in English language arts, mathematics, and science are required in grades 3 through 8 (105 ILCS 5/2-3.64a-5) and a student's State assessment results may place the student in high school courses. Consult the board attorney about practical implementation issues for an elementary school district, e.g., what to do if the elementary school district does not have a program for students to enroll in high school courses (If the Board has not adopted policy 6:315, *High School Credit for Students in Grade 7 or 8*, the sample can be found at **PRESS** Online by logging in at www.iasb.com.), or if the elementary school district would like to offer advanced coursework not offered by the high school.

A district must provide the parents/guardians of a student eligible for automatic enrollment with the option to instead enroll in alternative coursework that better aligns with the student's postsecondary education or career goals. For a student entering grade 12, the next most rigorous level of advanced coursework in English language arts or mathematics must be a *dual credit course* (as defined in the Dual Credit Quality Act, 110 ILCS 27/5), an *Advanced Placement course* (as defined in the College and Career Success for All Students Act, 105 ILCS 302/10), or an International Baccalaureate course. The same is true for all other subjects, except that the next most rigorous level of advanced coursework may also include an honors class, an enrichment opportunity, a gifted program, or another program offered by the district. 105 ILCS 5/14A-32(a-5), added by P.A. 101-654 and amended by P.A. 102-209. See 6:135-AP, *Accelerated Placement Program Procedures*, at **PRESS** Online. **Issue 108, November 2021**

PRESSPlus 2. 105 ILCS 5/14A-32(b)(1), amended by P.A. 101-654, permits, but does not require this notification. **Issue 108, November 2021**

Document Status: Draft Update

INSTRUCTION

6:340 Student Testing and Assessment Program

The District student assessment program provides information for determining individual student achievement and instructional needs, curriculum and instruction effectiveness, and school performance measured against District student learning objectives and statewide norms.

The Superintendent or designee shall manage the student assessment program that, at a minimum:

1. Administers to students all standardized assessments required by the Ill. State Board of Education (ISBE) and/or any other appropriate assessment methods and instruments, including norm and criterion-referenced achievement tests, aptitude tests, proficiency tests, and teacher-developed tests.
2. Informs students of the timelines and procedures applicable to their participation in every State assessment.
3. Provides each student's parents/guardians with the results or scores of each State assessment and an evaluation of the student's progress. See policy 6:280, *Grading and Promotion*.
4. Utilizes professional testing practices.

Overall student assessment data on tests required by State law will be aggregated by the District and reported, along with other information, on the District's annual report card. All reliable assessments administered by the District and scored by entities outside of the District must be (1) reported to ISBE on its form by the 30th day of each school year, and (2) made publicly available to parents/guardians of students and to the community. Board policy 7:340, *Student Records*, and its implementing procedures govern recordkeeping and access issues.

LEGAL REF.:

[20 U.S.C. §1232g](#), Family Educational Rights and Privacy Act.

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

105 ILCS 5/2-3.63, 5/2-3.64a-5, [5/2-3.64a-10](#), [5/2-3.107](#), [5/2-3.153](#), 5/10-17a, 5/22-82, and 5/27-1.

[23 Ill. Admin. Code §1.30\(b\)](#) and [§375.10](#). [PRESSPlus1](#)

CROSS REF.: 6:15 (School Accountability), 6:280 (Grading and Promotion), 7:340 (Student Records)

Adopted: March 9, 2021

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 108, November 2021**

Document Status: Draft Update

STUDENTS

7:10 Equal Educational Opportunities

Equal educational and extracurricular opportunities shall be available for all students without regard to color, race, nationality, religion, sex, sexual orientation, ancestry, age, physical or mental disability, gender, gender identity (whether or not traditionally associated with the student's sex assigned at birth), gender expression, status of being homeless, immigration status, order of protection status, actual or potential marital or parental status, including pregnancy. Further, the District will not knowingly enter into agreements with any entity or any individual that discriminates against students on the basis of sex or any other protected status, except that the District remains viewpoint neutral when granting access to school facilities under Board of Education policy 8:20, *Community Use of School Facilities*. Any student may file a discrimination grievance by using Board policy 2:260, *Uniform Grievance Procedure*.

Sex Equity

No student shall, based on sex, sexual orientation, gender identity, or gender expression be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities. Students shall be supported in a manner consistent with their gender identity. This will include, but not be limited to, use of restrooms, locker rooms, and other facilities that correspond with the student's gender identity.

Any student may file a sex equity complaint by using Board policy 2:260, *Uniform Grievance Procedure*. A student may appeal the Board's resolution of the complaint to the Regional Superintendent (pursuant to [105 ILCS 5/3-10](#)) and, thereafter, to the State Superintendent of Education (pursuant to [105 ILCS 5/2-3.8](#)).

Administrative Implementation

The Superintendent shall appoint a Nondiscrimination Coordinator, who also serves as the District's Title IX Coordinator. The Superintendent and Building Principal shall use reasonable measures to inform staff members and students of this policy and related grievance procedures.

LEGAL REF.:

[20 U.S.C. §1681](#) *et seq.*, Title IX of the Education Amendments of 1972; [34 C.F.R. Part 106](#).

[29 U.S.C. §791](#) *et seq.*, Rehabilitation Act of 1973.

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

[Good News Club v. Milford Central Sch.](#), 533 U.S. 98 (2001).

[Ill. Constitution, Art. I](#), §18.

105 ILCS 5/3.25b, 5/3.25d(b), 5/10-20.12, 5/10-20.60, [5/10-20.63](#) (P.A.s 100-29 and 100-163, final

~~citations pending~~, [PRESSPlus1](#) 5/10-22.5, and 5/27-1.

[775 ILCS 5/1-101](#) *et seq.*, Illinois Human Rights Act.

[775 ILCS 35/5](#), Religious Freedom Restoration Act.

[23 Ill.Admin.Code §1.240](#) and [Part 200](#).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), 6:65 (Student Social and Emotional Development), 7:20 (Harassment of Students Prohibited), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:130 (Student Rights and Responsibilities), 7:160 (Student Appearance), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:250 (Student Support Services), 7:340 (Student Records), 8:20 (Community Use of School Facilities)

Adopted: October 20, 2020

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 108, November 2021**

Document Status: Draft Update

STUDENTS

7:20 Harassment of Students Prohibited

No person, including a School District employee or agent, or student, shall harass, intimidate, or bully a student on the basis of actual or perceived: race; color; national origin; military status; unfavorable discharge status from military service; sex; sexual orientation; gender; gender identity (whether or not traditionally associated with the student's sex assigned at birth); gender-related identity or expression; ancestry; age; religion; physical or mental disability; order of protection status; status of being homeless; actual or potential marital or parental status, including pregnancy; association with a person or group with one or more of the aforementioned actual or perceived characteristics; or any other distinguishing characteristic. The District will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical, sexual, or visual, that affects the tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment. Examples of prohibited conduct include name-calling, using derogatory slurs, stalking, sexual violence, causing psychological harm, threatening or causing physical harm, threatened or actual destruction of property, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

Sexual Harassment Prohibited

The District shall provide an educational environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. See policies 2:265, *Title IX Sexual Harassment Grievance Procedure*, and 2:260, *Uniform Grievance Procedure*.

Making a Report or Complaint

Students are encouraged to promptly report claims or incidences of bullying, intimidation, harassment, sexual harassment, or any other prohibited conduct to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any employee with whom the student is comfortable speaking. A student may choose to report to an employee of the student's same gender.

Reports under this policy will be considered a report under Board policy 2:260, *Uniform Grievance Procedure*, and/or Board policy 2:265, *Title IX Sexual Harassment Grievance Procedure*. The Nondiscrimination Coordinator and/or Complaint Manager shall process and review the report according to the appropriate grievance procedure.

The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers. The Nondiscrimination Coordinator also serves as the District's Title IX Coordinator.

Nondiscrimination Coordinator:

Dr. Monica Schroeder, Deputy Superintendent

1936 Green Bay Rd., Highland Park, IL 60035

mschroeder@nssd112.org

224/765-3044

Complaint Managers:

Dr. Holly Colin, Assistant Superintendent

Dr. Kevin Ryan, Assistant Superintendent

1936 Green Bay Rd., Highland Park, IL
60035

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hcolin@nssd112.org

kryan@nssd112.org

224/765-3047

224/765-3051

The Superintendent shall use reasonable measures to inform staff members and students of this policy by including:

1. For students, age-appropriate information about the contents of this policy in the District's student handbook(s), on the District's website, and, if applicable, in any other areas where policies, rules, and standards of conduct are otherwise posted in each school.
2. For staff members, this policy in the appropriate employee handbook(s), if applicable, and/or in any other areas where policies, rules, and standards of conduct are otherwise made available to staff.

Investigation Process

Any District employee who receives a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager. Any employee who fails to promptly comply may be disciplined, up to and including discharge.

Reports and complaints of harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain an educational environment that is productive, respectful, and free of unlawful discrimination, including harassment.

For any report or complaint alleging sexual harassment that, if true, would implicate Title IX of the Education Amendments of 1972 ([20 U.S.C. §1681 et seq.](#)), the Nondiscrimination Coordinator or designee shall consider whether action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, should be initiated.

For any other alleged student harassment that does not require action under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, the Nondiscrimination Coordinator or a Complaint Manager or designee shall consider whether an investigation under policies 2:260, *Uniform Grievance Procedure*, and/or 7:190, *Student Behavior*, should be initiated, regardless of whether a written report or complaint is filed.

Reports That Involve Alleged Incidents of Sexual Abuse of a Child by School Personnel

An *alleged incident of sexual abuse* is an incident of sexual abuse of a child, as defined in [720 ILCS 5/11-9.1A\(b\)](#), that is alleged to have been perpetrated by school personnel, including a school vendor

or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.

Any complaint alleging an incident of sexual abuse shall be processed and reviewed according to policy 5:90, *Abused and Neglected Child Reporting*. In addition to reporting the suspected abuse, the complaint shall also be processed under policy 2:265, *Title IX Sexual Harassment Grievance Procedure*, or policy 2:260, *Uniform Grievance Procedure*.

Enforcement

Any District employee who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action up to and including discharge. Any third party who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent, invitee, etc. Any District student who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action, including but not limited to, suspension and expulsion consistent with the behavior policy. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to disciplinary action.

Retaliation Prohibited

Retaliation against any person for bringing complaints or providing information about harassment is prohibited (see policies 2:260, *Uniform Grievance Procedure*, and 2:265, *Title IX Sexual Harassment Grievance Procedure*).

Students should report allegations of retaliation to the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

LEGAL REF.:

[20 U.S.C. §1681](#) et seq., Title IX of the Educational Amendments of 1972; [34 C.F.R. Part 106](#).

105 ILCS 5/10-20.12, [5/10-22.5](#), [5/10-23.13](#), [PRESSPlus1](#) 5/27-1, and 5/27-23.7.

[775 ILCS 5/1-101](#) et seq., Illinois Human Rights Act.

[23 Ill.Admin.Code §1.240](#) and [Part 200](#).

[Davis v. Monroe County Bd. of Educ.](#), 526 U.S. 629 (1999).

[Franklin v. Gwinnett Co. Public Schs.](#), 503 U.S. 60 (1992).

[Gebser v. Lago Vista Independent Sch. Dist.](#), 524 U.S. 274 (1998).

West v. Derby Unified Sch. Dist. No. 260, 206 F.3d 1358 (10th Cir. 2000).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Sexual Harassment Grievance Procedure), [4:165 \(Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors\)](#), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 7:10 (Equal Educational Opportunities), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:240 (Conduct Code for Participants in Extracurricular Activities)

Adopted: October 20, 2020

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 108, November 2021**

Document Status: Draft Update

STUDENTS

7:30 Student Assignment and Intra-District Transfer

Attendance Areas

The School District is divided into school attendance areas. The Superintendent will:

1. Review the boundary lines annually and recommend to the Board of Education any changes or revisions for existing units; or
2. Create new units using a lens that considers preventing segregation and the elimination of separating students in the District's schools because of color, race, or nationality to the Board of Education. [PRESSPlus1](#)

The Superintendent or designee shall maintain a map of the District showing current school attendance areas. All records pertaining to the creation, alteration, or revision of attendance units are open to the public. Students living in a given school attendance area will be assigned to that school. Homeless children shall be assigned according to Board policy 6:140, *Education of Homeless Children*.

Transfers Within the District

A student's parent(s)/guardian(s) may request a transfer for their child to a District school other than the one assigned. A request should be directed to the Superintendent, who, at his or her sole discretion, may grant the request when the parent(s)/guardian(s) demonstrate that the student could be better accommodated at another school, provided space is available. If a request is granted, the parent/guardian shall be responsible for transportation. The provisions in this section have no applicability to transfers pursuant to the Unsafe School Choice Option covered in Board policy 4:170, *Safety*.

Class Assignments

The Superintendent or designee shall assign students to classes.

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: June 11, 2019

PRESSPlus Comments

PRESSPlus 1. Updated in response to a five-year review. Changes to the policy reflect better

alignment with the School Code's text, which also align with the IASB's 6th Strategic Priority: "Initiate, advocate for, and support efforts to ensure EQUITY, Diversity, Inclusion and Racial Justice within IASB, its membership and PK-12 Schools." 105 ILCS 5/10-21.3 requires school attendance areas to be periodically revised, if necessary, to prevent or eliminate segregation by color, race, or nationality. Note that the law uses the term units, but that these are often referred to as attendance areas; this policy uses both terms. **Issue 108, November 2021**

Document Status: Draft Update

STUDENTS

7:60 Residence

Resident Students

Only students who are residents of the District may attend a District school without a tuition charge, except as otherwise [PRESSPlus1](#) provided below or in State law. A student's residence is the same as the person who has legal custody of the student.

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

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

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

If, at the time of enrollment, a dependent child of military personnel is housed in temporary housing located outside of the District, but will be living within the District within 60 days six months [PRESSPlus2](#) after the time of initial enrollment, the child is allowed to enroll, subject to the requirements of State law, and must not be charged tuition.

Admission of Nonresident Students Pursuant to an Agreement or Order

Nonresident students may attend District schools tuition-free pursuant to:

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

Homeless Children

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

Challenging a Student's Residence Status

If the Superintendent or designee determines that a ~~non-resident~~ student ~~is attending school on a tuition-free basis~~ is a nonresident of the District for whom tuition is required to be charged ~~school~~, he or she on behalf of the Board of Education shall notify the person who enrolled the student of the tuition amount that is due ~~and immediately begin proceedings to ban the student from future attendance.~~ [PRESSPlus3](#). The notice shall detail the specific reasons why the Board believes that the student is a nonresident of the District and shall be given by certified mail, return receipt requested. The person who enrolled the student may challenge this determination and request a hearing as provided by the School Code, [105 ILCS 5/10-20.12b](#).

LEGAL REF.:

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

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

105 ILCS 45/, [Education for Homeless Children Act](#) ~~and 70/~~.

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

23 Ill.Admin.Code §1.240.

[Israel S. by Owens v. Board of Educ. of Oak Park and River Forest High Sch.](#) ~~ool~~ Dist. 200, ~~604 N.E.2d 1264~~ [235 Ill.App.3d 652](#) (~~Ill.App.1~~, [5th Dist.](#) 1992).

[Joel R. v. Board of Education of Manheim School District 83](#), ~~686 N.E.2d 650~~ [292 Ill.App.3d 607](#) (~~Ill.App.1~~, [1st Dist.](#) 1997).

[Kraut v. Rachford](#), ~~366 N.E.2d 497~~ [51 Ill.App.3d 206](#) (~~Ill.App.1~~, [1st Dist.](#) 1977).

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

~~ADOPTED: June 11, 2019~~

PRESSPlus Comments

PRESSPlus 1. Updated in response to a five-year review. **Issue 108, November 2021**

PRESSPlus 2. 105 ILCS 5/10-22.5a(a-5), amended by P.A. 102-126. **Issue 108, November 2021**

PRESSPlus 3. Updated in response to a five-year review. **Issue 108, November 2021**

Document Status: Draft Update

STUDENTS

7:70 Attendance and Truancy

Compulsory School Attendance

This policy applies to individuals who have custody or control of a child: (a) between the ages of 6 (on or before September 1) and 17 years (unless the child has graduated from high school), or (b) who is enrolled in any of grades, kindergarten through 8, in the public school regardless of age.

Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, and (5) any child absent because of religious reasons, [PRESSPlus1](#) including to observe a religious holiday, for religious instruction, or because his or her religion forbids secular activity on a particular day(s) or time of day.

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence. A valid cause for absence includes illness (including mental or behavioral health of the student), [PRESSPlus2](#) observance of a religious holiday, death in the immediate family, family emergency, other situations beyond the control of the student as determined by the Board, other circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety, or other reason as approved by the Superintendent or designee. Students absent for a valid cause may make up missed homework and classwork assignments in a reasonable timeframe. [PRESSPlus3](#)

Absenteeism and Truancy Program

The Superintendent or designee shall manage an absenteeism and truancy program in accordance with the School Code and Board of Education policy. The program shall include but not be limited to:

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Superintendent or designee is authorized to determine when the student's absence is justified.
2. A protocol for excusing a student in grades 6 through 8 from attendance to sound *Taps* at a military honors funeral held in Illinois for a deceased veteran.
3. A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when his/her parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings.
4. A process to telephone, within two hours after the first class, the parents/guardians of students in grade 8 or below who are absent without prior parent/guardian notification.
5. A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in [105 ILCS 5/26-2a](#).
6. A description of diagnostic procedures for identifying the cause(s) of a student's unexcused

absenteeism, including interviews with the student, his or her parent(s)/guardian(s), and staff members or other people who may have information about the reasons for the student's attendance problem.

7. The identification of supportive services that may be offered to truant, chronically truant, or chronically absent students, including parent-teacher conferences, student and/or family counseling, or information about community agency services. See Board policy 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*.
8. A process for the collection and review of chronic absence data and to: [PRESSPlus4](#)
 - a. Determine what systems of support and resources are needed to engage chronically absent students and their families, and
 - b. Encourage the habit of daily attendance and promote success.
9. Reasonable efforts to provide ongoing professional development to teachers, administrators, Board members, school resource officers, and staff on the appropriate and available supportive services for the promotion of student attendance and engagement.
10. A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or the truant office of the appropriate Regional Office of Education, if truancy continues after supportive services have been offered.
11. A protocol for cooperating with non-District agencies including County or municipal authorities, the Regional Superintendent, truant officers, the Community Truancy Review Board, and a comprehensive community based youth service agency. Any disclosure of school student records must be consistent with Board policy 7:340, *Student Records*, as well as State and federal law concerning school student records.
12. An acknowledgement that no punitive action, including out-of-school suspensions, expulsions, or court action, shall be taken against a truant minor for his or her truancy unless available supportive services and other school resources have been provided to the student.
13. The criteria to determine whether a student's non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the Superintendent believes qualifies.

LEGAL REF.:

[105 ILCS 5/26-1 through 186](#).

[705 ILCS 405/3-33.5](#), Juvenile Court Act of 1987.

[23 Ill.Admin.Code §§1.242](#) and [1.290](#).

CROSS REF.: 5:100 (Staff Development Program), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:150 (Home and Hospital Instruction), 7:10 (Equal Educational Opportunities), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:60 (Residence), 7:80 (Release Time for Religious Instruction/Observance), 7:190 (Student Behavior), 7:340 (Student Records)

Adopted: July 21, 2020

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/26-1, amended by P.A. 102-406, which prohibits schools from requiring students excused for religious reasons to submit a written excuse
7:70

after returning to school. **Issue 108, November 2021**

PRESSPlus 2. 105 ILCS 5/26-1 and 5/26-2a, amended by P.A.s. 102-266 and 102-321. A student may be absent for mental or behavioral health for up to five days without providing a medical note, and the student must be given an opportunity to make up any missed school work. *Medical note* is not defined, but the same portion of the statute discusses a student's inability to attend school due to a disability being certified by an Illinois licensed physician, chiropractic physician, advanced practice registered nurse, or physician assistant; presumably any of these individuals could provide a *medical note*. After the second mental health day used, the student may be referred to the appropriate school support personnel. See policy 7:250, *Student Support Services*. **Issue 108, November 2021**

PRESSPlus 3. 105 ILCS 5/10-20.73 (final citation pending), added by P.A. 102-471, requires a written policy related to absences and missed homework or classwork assignments as a result of or related to a student's pregnancy. It makes sense to apply such a policy to all students who are absent for a valid cause. **Issue 108, November 2021**

PRESSPlus 4. 105 ILCS 5/22-90 (final citation pending), added by P.A. 102-157, requires the incorporation of provisions relating to chronic absenteeism in accordance with 105 ILCS 5/26-18. 105 ILCS 5/26-18 requires districts to collect and review chronic absence data and determine what systems of support and resources are needed to engage chronically absent students and their families to encourage the habit of daily attendance and promote success. 105 ILCS 5/26-18(c). **Issue 108, November 2021**

Document Status: Draft Update

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, or 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). ~~This notice shall satisfy the District's requirement for a written excuse when the student returns to school.~~ [PRESSPlus1](#)

The Superintendent or designee shall develop and distribute to teachers appropriate procedures regarding student absences for religious reasons ~~and include a list of religious holidays on which a student shall be excused from school attendance,~~ 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.:

~~Religious Freedom Restoration Act, 775 ILCS 35/.~~

105 ILCS 5/26-1 and 5/26-2b.

775 ILCS 35/, Religious Freedom Restoration Act.

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

~~ADOPTED: June 11, 2019~~

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/26-1, amended by P.A. 102-406. Schools cannot require students who are excused for religious reasons to submit a written excuse after returning to school. **Issue 108, November 2021**

Document Status: Draft Update

STUDENTS

7:150 Agency and Police Interviews

The Superintendent shall develop procedures to manage requests by agency officials or police officers to interview students at school. Procedures will:

1. Recognize individual student rights and privacy,
2. Recognize the potential impact an interview may have on an individual student,
3. Minimize potential disruption,
4. Foster a cooperative relationship with public agencies and law enforcement, and
5. Comply with State law including, but not limited to, ensuring that before a law enforcement officer, school resource officer, or other school security person detains and questions on school grounds a student under 18 years of age who is suspected of committing a criminal act, the Superintendent or designee will:
 - a. Notify or attempt to notify the student's parent/guardian and document the time and manner in writing;
 - b. Make reasonable efforts to ensure the student's parent/guardian is present during questioning or, if they are not present, ensure that school employees (including, but not limited to, a school social worker, psychologist, nurse, ~~guidance~~ [PRESSPlus1](#) counselor, or any other mental health professional) are present during the questioning; and
 - c. If practicable, make reasonable efforts to ensure a trained law enforcement officer to promote safe interactions and communications with the student is present during questioning.

LEGAL REF.:

105 ILCS 5/10-20.64, 5/22-88.5 (~~final citation pending~~)

[55 ILCS 80/](#), Children's Advocacy Center Act.

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

[720 ILCS 5/31-1](#) *et seq.*, Interference with Public Officers Act.

[725 ILCS 120/](#), Rights of Crime Victims and Witnesses Act.

CROSS REF.: 5:90 (Abused and Neglected Child Reporting), 7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:190 (Student Behavior)

Adopted: March 17, 2020

PRESSPlus Comments

PRESSPlus 1. Updated in response to P.A. 102-197, changing the term *school guidance counselor* to *school counselor* to clarify that a school counselor's role is broader than the role of a school guidance counselor. School counselors have a licensed school support personnel endorsement, and the role of a school counselor includes academic, social-emotional, and college and career counseling. **Issue 108, November 2021**

Document Status: Draft Update

STUDENTS

7:160 Student Appearance

A student's appearance, including dress and hygiene grooming, must not disrupt the educational process, interfere with the maintenance of a positive teaching/learning climate, or compromise reasonable standards of health, and safety, and decency. The District does not prohibit hairstyles historically associated with race, ethnicity, or hair texture, including, but not limited to, protective hairstyles such as braids, locks, and twists. [PRESSPlus1 Q1](#) Students who disrupt the educational process or compromise standards of health and safety must modify their appearance. Procedures for guiding student appearance, handling students who dress or groom inappropriately will be developed by the Superintendent or designee and included in the *Student Handbook(s)*.

LEGAL REF.:

105 ILCS [5/2-3.25](#) and [5/10-22.25b](#).

Tinker v. Des Moines Independent Sch. Dist., [89 S.Ct. 733](#) [393 U.S. 503](#) (1969).

CROSS REF.: [7:10 \(Equal Educational Opportunities\)](#), [7:130 \(Student Rights and Responsibilities\)](#), [7:190 \(Student Behavior\)](#)

~~ADOPTED: June 11, 2019~~

Questions and Answers:

***Required Question 1. If the board would like to expand upon the law's requirement of race, ethnicity, or hair texture, IASB will amend this sentence as follows: "The District does not prohibit hairstyles or hair textures historically associated with historically associated with race, ethnicity, or hair texture, or any other protected classes under Board policy 7:10, *Equal Educational Opportunities*, including, but not limited to, protective hairstyles such as braids, locks, and twists."

Would the board would like to expand upon the law's requirement of race, ethnicity, or hair texture?

No (default)

Yes.

PRESSPlus Comments

PRESSPlus 1. Required by 105 ILCS 5/10-22.25b, amended by P.A. 102-360, eff. 1-1-22, for recognition under 105 ILCS 5/2-3.25 (*Jett Hawkins Law*). For districts to receive recognition from the Ill. State Board of Education (ISBE), they must provide assurances of compliance with the *Jett Hawkins Law*. This policy's second sentence does that. ISBE will have resource materials on its

website by 7-1-22. State or federal law also controls this policy's content. **Issue 108, November 2021**

meant to be illustrative and non-exhaustive. [PRESSPlus1](#)

Cyberbullying means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. *Cyberbullying* includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of *bullying*. *Cyberbullying* also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*.

Restorative measures means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate, (iv) teach students the personal and interpersonal skills they will need to be successful in school and society, (v) serve to build and restore relationships among students, families, schools, and communities, and (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school, and (vii) increase student accountability if the incident of bullying is based on religion, race, ethnicity, or any other category that is identified in the Ill. Human Rights Act. [PRESSPlus2](#)

School personnel means persons employed by, on contract with, or who volunteer in a school district, including without limitation school and school district administrators, teachers, school guidance [PRESSPlus3](#) counselors, school social workers, school counselors, school psychologists, school nurses, cafeteria workers, custodians, bus drivers, school resource officers, and security guards.

Bullying Prevention and Response Plan

The Superintendent or designee shall develop and maintain a bullying prevention and response plan that advances the District's goal of providing all students with a safe learning environment free of bullying and harassment. This plan must be consistent with the requirements listed below; each numbered requirement, 1-12, corresponds with the same number in the list of required policy components in [105 ILCS 5/27-23.7](#)(b) 1-12.

1. The District uses the definition of *bullying* as provided in this policy.
2. Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the [First Amendment to the U.S. Constitution](#) or under [Section 3 of Article I of the Illinois Constitution](#).
3. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the District named officials or any staff member. The District named officials and all staff members are available for help with a bully or to make a report about bullying. Anonymous reports are also accepted; however, this shall not be construed to permit formal disciplinary action solely on the basis of an anonymous report.

Nondiscrimination Coordinator:

Dr. Monica Schroeder, Deputy Superintendent

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Complaint Managers:

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Dr. Kevin Ryan, Assistant Superintendent

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4. Consistent with federal and State laws and rules governing student privacy rights, the Superintendent or designee shall promptly inform the parent(s)/guardian(s) of every student involved in an alleged incident of bullying and discuss, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.
5. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things:
 - a. Making all reasonable efforts to complete the investigation within 10 school days after the date the report of a bullying incident was received and taking into consideration additional relevant information received during the course of the investigation about the reported bullying incident.
 - b. Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process.
 - c. Notifying the Building Principal or school administrator or designee of the reported incident of bullying as soon as possible after the report is received.
 - d. Consistent with federal and State laws and rules governing student privacy rights, providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Building Principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying.

The Superintendent or designee shall investigate whether a reported incident of bullying is within the permissible scope of the District's jurisdiction and shall require that the District provide the victim with information regarding services that are available within the District and community,

such as counseling, support services, and other programs.

6. The Superintendent or designee shall use interventions to address bullying, that may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.
7. A reprisal or retaliation against any person who reports an act of bullying **is prohibited**. Any person's act of reprisal or retaliation will be subject to disciplinary action, up to and including discharge with regard to employees, or suspension and/or expulsion [PRESSPlus4](#) with regard to students ~~treated as bullying for purposes of determining any consequences or other appropriate remedial actions.~~
8. A student will not be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However, a person who is found to have knowingly making a falsely accused another of bullying, as a means of retaliation, as a means of bullying, or provided knowingly false information will be treated as either: (a) bullying, (b) student discipline up to and including suspension and/or expulsion, and/or (c) both (a) and (b) for purposes of determining any consequences or other appropriate remedial actions.
9. The District's bullying prevention and response plan ~~is~~ must be based on the engagement of a range of school stakeholders, including students and parents/guardians.
10. The Superintendent or designee shall post this policy on the District's website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The policy must be distributed annually to parents/guardians, students, and school personnel (including new employees when hired), and must also be provided periodically throughout the school year to students and faculty.
11. Pursuant to State law and policy 2:240, Board Policy Development, the Board monitors this policy every two years by conducting a review and re-evaluation of this policy to make any necessary and appropriate revisions. The Superintendent or designee shall assist the Board with its re-evaluation and assessment of this policy's outcomes and effectiveness. Updates to this policy will reflect any necessary and appropriate revisions. This process shall include, without limitation: [PRESSPlus5](#)
 - a. The frequency of victimization;
 - b. Student, staff, and family observations of safety at a school;
 - c. Identification of areas of a school where bullying occurs;
 - d. The types of bullying utilized; and
 - e. Bystander intervention or participation.

The evaluation process may use relevant data and information that the District already collects for other purposes. Acceptable documentation to satisfy the re-evaluated policy submission include one of the following:

1) An updated version of the policy with the amendment/modification date included in the reference portion of the policy;

2) If no revisions are deemed necessary, a copy of board minutes indicating that the policy was re-evaluated and no changes were deemed to be necessary, or a signed statement from the board; or

3) A signed statement from the Board President indicating that the Board re-evaluated the policy and no changes to it were necessary.

The Superintendent or designee must post the information developed as a result of the policy re-evaluation on the District's website, or if a website is not available, the information must be provided to school administrators, Board members, school personnel, parents/guardians, and students. Reviews and re-evaluations in years they are due must be submitted to ISBE by September 30.

12. The Superintendent or designee shall fully implement the Board policies, including without limitation, the following:
 - a. 2:260, *Uniform Grievance Procedure*. A student may use this policy to complain about bullying.
 - b. 2:265, *Title IX Sexual Harassment Grievance Procedure*. Any person may use this policy to complain about sexual harassment in violation of Title IX of the Education Amendments of 1972.
 - c. 6:60, *Curriculum Content*. Bullying prevention and character instruction is provided in all grades in accordance with State law.
 - d. 6:65, *Student Social and Emotional Development*. Student social and emotional development is incorporated into the District's educational program as required by State law.
 - e. 6:235, *Access to Electronic Networks*. This policy states that the use of the District's electronic networks is limited to: (1) support of education and/or research, or (2) a legitimate business use.
 - f. 7:20, *Harassment of Students Prohibited*. This policy prohibits any person from harassing, intimidating, or bullying a student based on an identified actual or perceived characteristic (the list of characteristics in 7:20 is the same as the list in this policy).
 - g. 7:185, *Teen Dating Violence Prohibited*. This policy prohibits teen dating violence on school property, at school sponsored activities, and in vehicles used for school-provided transportation.
 - h. 7:190, *Student Behavior*. This policy prohibits, and provides consequences for, hazing, bullying, or other aggressive behaviors, or urging other students to engage in such conduct.
 - i. 7:310, *Restrictions on Publications; Elementary Schools*. This policy prohibits students from and provides consequences for: (1) accessing and/or distributing at school any written, printed, or electronic material, including material from the Internet, that will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities, and (2) creating and/or distributing written, printed, or electronic material, including photographic material and blogs, that causes substantial disruption to school operations or interferes with the rights of other students or staff members.

LEGAL REF.:

105 ILCS 5/10-20.14, 5/10-22.6(b-20), 5/24-24, and 5/27-23.7.

405 ILCS 49/, Children's Mental Health Act.

775 ILCS 5/1-103, III. Human Rights Act.

~~105 ILCS 5/10-20.14, 5/24-24, and 5/27-23.7.~~

23 Ill.Admin.Code §1.240 and §1.280.

CROSS REF.: 2:240 (Board Policy Development), 2:260 (Uniform Grievance Procedure), 2:265 (Title

IX Sexual Harassment Grievance Procedure), 4:170 (Safety), 5:230 (Maintaining Student Discipline), 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:235 (Access to Electronic Networks), 7:20 (Harassment of Students Prohibited), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:285 (Food Allergy Management Program), 7:310 (Restrictions on Publications; Elementary Schools)

Adopted: October 20, 2020

PRESSPlus Comments

PRESSPlus 1. All definitions are directly from 105 ILCS 5/27-23.7. See also resources from Cyberbullying Research Center, available at: cyberbullying.org/, and the U.S. School Safety Clearinghouse website at www.SchoolSafety.gov. **Issue 108, November 2021**

PRESSPlus 2. Updated in response to 105 ILCS 5/27-23.7(b), amended by P.A. 102-241. **Issue 108, November 2021**

PRESSPlus 3. Updated in response to P.A. 102-197, changing the term *school guidance counselor* to *school counselor* to clarify that a school counselor's role is broader than the role of a school guidance counselor. School counselors have a licensed school support personnel endorsement, and the role of a school counselor includes academic, social-emotional, and college and career counseling. **Issue 108, November 2021**

PRESSPlus 4. Consult the board attorney about the potential conflict of 105 ILCS 5/27-23.7(b)(7) (allowance of suspension and/or expulsion of students for reprisal/retaliation against reports of bullying) with 105 ILCS 5/10-22.6(b-20) (districts must resolve threats, address disruptions, and minimize the length (and implementation of) suspensions and expulsions to the greatest extent practicable). For more information, see sample policy 7:200, *Suspension Procedures*, at f/n 8 and sample policy 7:210, *Expulsion Procedures*, at f/ns 11 and 13, available at **PRESS** Online by logging in at www.iasb.com. **Issue 108, November 2021**

PRESSPlus 5. All districts must have a policy on bullying, monitor it, review and re-evaluate it, and file it with the Ill. State Board of Education (ISBE) every two years. 105 ILCS 5/27-23.7. See ISBE's *School Policies for Bullying Prevention* at: www.isbe.net/Documents/Bullying-Prev-Policy-Req.pdf. **Issue 108, November 2021**

Document Status: Draft Update

STUDENTS

7:190 Student Behavior

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

When and Where Conduct Rules Apply

A student is subject to disciplinary action for engaging in *prohibited student conduct*, as described in the section with that name below, whenever the student's conduct is reasonably related to school or school activities, including, but not limited to:

1. On, or within sight of, school grounds before, during, or after school hours or at any time;
2. Off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school;
3. Traveling to or from school or a school activity, function, or event; or
4. Anywhere, if the conduct interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including, but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

Prohibited Student Conduct

The school administration is authorized to discipline students for gross disobedience or misconduct, including but not limited to:

1. Using, possessing, distributing, purchasing, or selling tobacco or nicotine materials, including without limitation, electronic cigarettes.
2. Using, possessing, distributing, purchasing, or selling alcoholic beverages. Students who are under the influence of an alcoholic beverage are not permitted to attend school or school functions and are treated as though they had alcohol in their possession.
3. Using, possessing, distributing, purchasing, selling, or offering for sale:
 - a. Any illegal drug or controlled substance, or cannabis (including marijuana, hashish, and medical cannabis unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law*).
 - b. Any anabolic steroid unless it is being administered in accordance with a physician's or licensed practitioner's prescription.
 - c. Any performance-enhancing substance on the Illinois High School Association's most current banned substance list unless administered in accordance with a physician's or

licensed practitioner's prescription.

- d. Any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician's or licensed practitioner's instructions. The use or possession of medical cannabis, even by a student for whom medical cannabis has been prescribed, is prohibited unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law*.
- e. Any inhalant, regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system. The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications.
- f. Any substance inhaled, injected, smoked, consumed, or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in tablet or powdered form.
- g. Look-alike or counterfeit drugs, including a substance that is not prohibited by this policy, but one: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance, or other substance that is prohibited by this policy; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug, controlled substance, or other substance that is prohibited by this policy.
- h. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.

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

4. Using, possessing, controlling, or transferring a *weapon* as that term is defined in the **Weapons** section of this policy, or violating the **Weapons** section of this policy.
5. Using or possessing an electronic paging device. Using a cellular telephone, video recording device, personal digital assistant (PDA), or other electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, or cellular phone. Unless otherwise banned under this policy or by the Building Principal, all electronic devices must be kept powered-off **or silenced** [PRESSPlus1](#) and out-of-sight [Q1](#) during the regular school day unless: (a) the supervising teacher grants permission; (b) use of the device is provided in a student's individualized education program (IEP); (c) it is used during the student's lunch period, or (d) it is needed in an emergency that threatens the safety of students, staff, or other individuals.
6. Using or possessing a laser pointer unless under a staff member's direct supervision and in the context of instruction.
7. Disobeying rules of student conduct or directives from staff members or school officials. Examples of disobeying staff directives include refusing a District staff member's request to stop, present school identification, or submit to a search.

8. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, altering report cards, and wrongfully obtaining test copies or scores.
9. Engaging in hazing or any kind of bullying or aggressive behavior that does physical or psychological harm to a staff person or another student, or urging other students to engage in such conduct. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying using a school computer or a school computer network, or other comparable conduct.
10. Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning), and sexual assault. This does not include the non-disruptive: (a) expression of gender or sexual orientation or preference, or (b) display of affection during non-instructional time.
11. Teen dating violence, as described in Board policy 7:185, *Teen Dating Violence Prohibited*.
12. Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's personal property.
13. Entering school property or a school facility without proper authorization.
14. In the absence of a reasonable belief that an emergency exists, calling emergency responders (such as calling 911); signaling or setting off alarms or signals indicating the presence of an emergency; or indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity.
15. Being absent without a recognized excuse; State law and Board of Education policy regarding truancy control will be used with chronic and habitual truants.
16. Being involved with any public school fraternity, sorority, or secret society, by: (a) being a member; (b) promising to join; (c) pledging to become a member; or (d) soliciting any other person to join, promise to join, or be pledged to become a member.
17. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia.
18. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism, and hazing.
19. Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school.
20. Operating an unmanned aircraft system (UAS) or drone for any purpose on school grounds or at any school event unless granted permission by the Superintendent or designee.
21. Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

For purposes of this policy, the term *possession* includes having control, custody, or care, currently or in the past, of an object or substance, including situations in which the item is: (a) on the student's person; (b) contained in another item belonging to, or under the control of, the student, such as in the student's clothing, backpack, or automobile; (c) in a school's student locker, desk, or other school property; or (d) at any location on school property or at a school-sponsored event.

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

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

Disciplinary Measures

School officials shall limit the number and duration of expulsions and out-of-school suspensions to the greatest extent practicable, and, where practicable and reasonable, shall consider forms of non-exclusionary discipline before using out-of-school suspensions or expulsions. School personnel shall not advise or encourage students to drop out voluntarily due to behavioral or academic difficulties. Potential disciplinary measures include, without limitation, any of the following:

1. Notifying parent(s)/guardian(s).
2. Disciplinary conference.
3. Withholding of privileges.
4. Temporary removal from the classroom.
5. Return of property or restitution for lost, stolen, or damaged property.
6. In-school suspension. The Building Principal or designee shall ensure that the student is properly supervised.
7. After-school study or Saturday study provided the student's parent/guardian has been notified. If transportation arrangements cannot be agreed upon, an alternative disciplinary measure must be used. The student must be supervised by the detaining teacher or the Building Principal or designee.
8. Community service with local public and nonprofit agencies that enhances community efforts to meet human, educational, environmental, or public safety needs. The District will not provide transportation. School administration shall use this option only as an alternative to another disciplinary measure, giving the student and/or parent/guardian the choice.
9. Seizure of contraband; confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules.
10. Suspension of bus riding privileges in accordance with Board policy 7:220, *Bus Conduct*.
11. Out-of-school suspension from school and all school activities in accordance with Board policy 7:200, *Suspension Procedures*. A student who has been suspended shall also be restricted from being on school grounds and at school activities.
12. Expulsion from school and all school activities for a definite time period not to exceed **two** calendar years in accordance with Board policy 7:210, *Expulsion Procedures*. A student who has been expelled shall also be restricted from being on school grounds and at school activities.
13. Transfer to an alternative program if the student is expelled or otherwise qualifies for the transfer under State law. The transfer shall be in the manner provided in [Article 13A](#) or [13B of the School Code](#).
14. Notifying juvenile authorities or other law enforcement whenever the conduct involves criminal activity, including but not limited to, illegal drugs (controlled substances), *look-alikes*, alcohol, or weapons or in other circumstances as authorized by the reciprocal reporting agreement

between the District and local law enforcement agencies.

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

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

Isolated Time Out, Time Out, and Physical Restraint

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

Weapons

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

1. A *firearm*, meaning any gun, rifle, shotgun, or weapon as defined by Section 921 of Title 18 of the United States Code ([18 U.S.C. § 921](#)), firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act ([430 ILCS 65](#)), or firearm as defined in Section 24-1 of the Criminal Code of 1961 ([720 ILCS 5/24-1](#)).
2. A knife, brass knuckles, or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including *look-alikes* of any *firearm* as defined above.

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

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

Re-Engagement of Returning Students

The Superintendent or designee shall maintain a process to facilitate the re-engagement of students who are returning from an out-of-school suspension, expulsion, or an alternative school setting. The goal of re-engagement shall be to support the student's ability to be successful in school following a period of exclusionary discipline and shall include the opportunity for students who have been suspended to complete or make up work for equivalent academic credit.

Required Notices

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

Delegation of Authority

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

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

Student Handbook

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

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

Incorporated

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

LEGAL REF.:

[20 U.S.C. §6081](#), Pro-Children Act of 1994.

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

105 ILCS 5/10-20.5b, 5/10-20.14, 5/10-20.28, 5/10-20.36, 5/10-21.7, 5/10-21.10, 5/10-22.6, 5/10-27.1A, 5/10-27.1B, 5/22-33, 5/24-24, 5/26-12, 5/27-23.7, and 5/31-3, and 110/3.10.

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

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

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

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

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

CROSS REF.: 2:150 (Committees), 2:240 (Board Policy Development), 5:230 (Maintaining Student Discipline), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 7:70 (Attendance and Truancy), 7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:150 (Agency and Police Interviews), 7:160 (Student Appearance), 7:170 (Vandalism), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:270 (Administering Medicines to Students), 7:310 (Restrictions on Publications; Elementary Schools), 8:30 (Visitors to and Conduct on School Property)

Adopted: September 22, 2020

Questions and Answers:

***Required Question 1. Are cell phones required to be kept out of sight?

Yes (default)

No. (IASB will remove "and out-of-sight")

PRESSPlus Comments

PRESSPlus 1. Updated for continuous improvement. **Issue 108, November 2021**

Document Status: Draft Update

STUDENTS

7:200 Suspension Procedures

In-School Suspension

The Superintendent or designee is authorized to maintain an in-school suspension program. The program shall include, at a minimum, each of the following:

1. Before assigning a student to in-school suspension, the charges will be explained and the student will be given an opportunity to respond to the charges.
2. Students are supervised by licensed school personnel.
3. Students are given the opportunity to complete classroom work during the in-school suspension for equivalent academic credit.

Out-of-School Suspension

The Superintendent or designee shall implement suspension procedures that provide, at a minimum, for each of the following:

1. A conference during which the charges will be explained and the student will be given an opportunity to respond to the charges before he or she may be suspended.
2. A pre-suspension conference is not required, and the student can be immediately suspended when the student's presence poses a continuing danger to persons or property or an ongoing threat of disruption to the educational process. In such cases, the notice and conference shall follow as soon as practicable.
3. An attempted phone call to the student's parent(s)/guardian(s).
4. A written notice of the suspension to the parent(s)/guardian(s) and the student, which shall:
 - a. Provide notice to the parent(s)/guardian(s) of their child's right to a review of the suspension;
 - b. Include information about an opportunity to make up work missed during the suspension for equivalent academic credit;
 - c. Detail the specific act of gross disobedience or misconduct resulting in the decision to suspend;
 - d. Provide rationale or an explanation of how the chosen number of suspension days will address the threat or disruption posed by the student or his or her act of gross disobedience or misconduct; and
 - e. Depending upon the length of the out-of-school suspension, include the following applicable information:
 - i. For a suspension of 3 school days or less, an explanation that the student's continuing presence in school would either pose:

- a) A threat to school safety, or

- b) A disruption to other students' learning opportunities.
- ii. For a suspension of 4 or more school days, an explanation:
 - a) That other appropriate and available behavioral and disciplinary interventions have been exhausted,
 - b) As to whether school officials attempted other interventions or determined that no other interventions were available for the student, and
 - c) That the student's continuing presence in school would either:
 - i) Pose a threat to the safety of other students, staff, or members of the school community, or
 - ii) Substantially disrupt, impede, or interfere with the operation of the school.
 - iii. For a suspension of 5 or more school days, the information listed in section 4.e.ii., above, along with documentation by the Superintendent or designee determining what, if any, appropriate and available support services will be provided to the student during the length of his or her suspension.
5. A summary of the notice, including the reason for the suspension and the suspension length, must be given to the Board by the Superintendent or designee.
 6. Upon request of the parent(s)/guardian(s), a review of the suspension shall be conducted by the Board or a hearing officer appointed by the Board. At the review, the student's parent(s)/guardian(s) may appear and discuss the suspension with the Board or its hearing officer and may be represented by counsel. Whenever there is evidence that mental illness may be the cause for the suspension, the Superintendent or designee shall invite a representative from ~~the Department of Human Services~~ a local mental health agency [PRESSPlus1](#) to consult with the Board. After presentation of the evidence or receipt of the hearing officer's report, the Board shall take such action as it finds appropriate. If the suspension is upheld, the Board's written suspension decision shall specifically detail items (a) and (e) in number 4, above.

LEGAL REF.:

~~105 ILCS 5/10-22.6.~~

Goss v. Lopez, 95 S.Ct. 729 419 U.S. 565 (1975).

~~Sieck v. Oak Park River-Forest High School, 807 F.Supp. 73 (N.D. Ill., E.D., 1992).~~

105 ILCS 5/10-20.14, 5/10-22.6.

23 Ill.Admin.Code §1.280.

CROSS REF.: 5:100 (Staff Development Program), 7:130 (Student Rights and Responsibilities), 7:190 (Student Behavior), 7:220 (Bus Conduct)

~~ADOPTED: June 11, 2019~~

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/10-22.6(c), amended by P.A. 102-539. **Issue 108, November 2021**

Document Status: Draft Update

STUDENTS

7:210 Expulsion Procedures

The Superintendent or designee shall implement expulsion procedures that provide, at a minimum, for the following:

1. Before a student may be expelled, the student and his or her parent(s)/guardian(s) shall be provided a written request to appear at a hearing to determine whether the student should be expelled. The request shall be sent by registered or certified mail, return receipt requested. The request shall:
 - a. Include the time, date, and place for the hearing.
 - b. Briefly describe what will happen during the hearing.
 - c. Detail the specific act of gross disobedience or misconduct resulting in the decision to recommend expulsion.
 - d. List the student's prior suspension(s).
 - e. State that the School Code allows the Board of Education to expel a student for a definite period of time not to exceed 2 calendar years, as determined on a case-by-case basis.
 - f. Ask that the student or parent(s)/guardian(s) or attorney inform the Superintendent or Board Attorney if the student will be represented by an attorney and, if so, the attorney's name and contact information.
2. Unless the student and parent(s)/guardian(s) indicate that they do not want a hearing or fail to appear at the designated time and place, the hearing will proceed. It shall be conducted by the Board or a hearing officer appointed by it. If a hearing officer is appointed, he or she shall report to the Board the evidence presented at the hearing and the Board shall take such final action as it finds appropriate. Whenever there is evidence that mental illness may be the cause for the recommended expulsion, the Superintendent or designee shall invite a representative from ~~the Dept. of Human Services~~ a local mental health agency [PRESSPlus1](#) to consult with the Board.
3. During the expulsion hearing, the Board or hearing officer shall hear evidence concerning whether the student is guilty of the gross disobedience or misconduct as charged. School officials must provide: (1) testimony of any other interventions attempted and exhausted or of their determination that no other appropriate and available interventions were available for the student, and (2) evidence of the threat or disruption posed by the student. The student and his or her parent(s)/guardian(s) may be represented by counsel, offer evidence, present witnesses, cross-examine witnesses who testified, and otherwise present reasons why the student should not be expelled. After presentation of the evidence or receipt of the hearing officer's report, the Board shall decide the issue of guilt and take such action as it finds appropriate.
4. If the Board acts to expel the student, its written expulsion decision shall:
 - a. Detail the specific reason why removing the student from his or her learning environment is in the best interest of the school.
 - b. Provide a rationale for the specific duration of the recommended expulsion.

- c. Document how school officials determined that all behavioral and disciplinary interventions have been exhausted by specifying which interventions were attempted or whether school officials determined that no other appropriate and available interventions existed for the student.
- d. Document how the student's continuing presence in school would (1) pose a threat to the safety of other students, staff, or members of the school community, or (2) substantially disrupt, impede, or interfere with the operation of the school.

5. Upon expulsion, the District may refer the student to appropriate and available support services.

LEGAL REF.:

~~105 ILCS 5/10-22.6(a).~~

Goss v. Lopez, 95 S.Ct. 729 419 U.S. 565 (1975).

105 ILCS 5/10-20.14, 5/10-22.6.

CROSS REF.: 5:100 (Staff Development Program), 7:130 (Student Rights and Responsibilities), 7:190 (Student Behavior), 7:200 (Suspension Procedures), 7:230 (Misconduct by Students with Disabilities)

~~ADOPTED: June 11, 2019~~

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/10-22.6(c), amended by P.A. 102-539. **Issue 108, November 2021**

Document Status: Draft Update

STUDENTS

7:250 Student Support Services

The following student support services may be provided by the School District:

1. Health services supervised by a qualified school nurse. The Superintendent or designee may implement procedures to further a healthy school environment and prevent or reduce the spread of disease.
2. Educational and psychological testing services and the services of a school psychologist as needed. In all cases, written permission to administer a psychological examination must be obtained from a student's parent(s)/guardian(s). The results will be given to the parent(s)/guardian(s), with interpretation, as well as to the appropriate professional staff.
3. The services of a school social worker. A student's parent/guardian must consent to regular or continuing services from a social worker.
4. A liaison to facilitate the enrollment and transfer of records of students in the legal custody of the Illinois Department of Children and Family Services when enrolling in or changing schools.

The Superintendent or designee shall develop protocols for responding to students with social, emotional, or mental health problems that impact learning ability. The District, however, assumes no liability for preventing, identifying, or treating such problems.

Erin's Law Counseling Options, Assistance, and Intervention [PRESSPlus1](#)

The Superintendent or designee will ensure that each school building's Student Support Committee identifies counseling options for students who are affected by sexual abuse, along with District and community-based options for victims of sexual abuse to obtain assistance and intervention. Community-based options must include a Children's Advocacy Center and sexual assault crisis center(s) that serve the District, if any.

This policy shall be implemented in a manner consistent with State and federal laws, including the Individuals with Disabilities Education Act, [42 U.S.C. §12101](#) *et seq.*

LEGAL REF.:

105 ILCS 5/10-23.13(b) and 5/21B-25(G).

405 ILCS 49/, Children's Mental Health Act of 2003.

740 ILCS 110/, Mental Health and Developmental Disabilities Confidentiality Act.

~~105 ILCS 5/10-20.58.~~

CROSS REF.: 6:65 (Student Social and Emotional Development), 6:270 (Guidance and Counseling Program), 7:100 (Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students), 7:280 (Communicable and Chronic Infectious Diseases), 7:340 (Student Records)

PRESSPlus Comments

PRESSPlus 1. Required by *Erin's Law*, 105 ILCS 5/10-23.13(b)(2), (3), and (5), amended by P.A. 102-610. See policy 5:90, *Abused and Neglected Child Reporting*, and administrative procedure 5:90-AP, *Coordination with Children's Advocacy Center*, available at **PRESS** Online by logging in at www.iasb.com, for more information on Children's Advocacy Centers. **Issue 108, November 2021**

Document Status: Draft Update

STUDENTS

7:260 Exemption from Physical Education

In order to be excused from participation in physical education, a student must present an appropriate excuse from his or her parent/guardian or from a person licensed under the Medical Practice Act. The excuse may be based on medical or religious prohibitions. An excuse because of medical reasons must include a signed statement from a person licensed under the Medical Practice Act that corroborates the medical reason for the request. An excuse based on religious reasons must include a signed statement from a member of the clergy that corroborates the religious reason for the request. Upon written notice from a student's parent/guardian, a student will be excused from engaging in the physical activity components of physical education during a period of religious fasting. [PRESSPlus1](#)

Special activities in physical education will be provided for a student whose physical or emotional condition, as determined by a person licensed under the Medical Practice Act, prevents his or her participation in the physical education course.

State law prohibits the Board from honoring parental excuses based upon a student's participation in athletic training, activities, or competitions conducted outside the auspices of the School District.

A student who is eligible for special education may be excused from physical education courses in either of the following situations:

1. He or she (a) is in grades 3-8, (b) his or her IEP requires that special education support and services be provided during physical education time, and (c) the parent/guardian agrees or the IEP team makes the determination; or
2. He or she (a) has an IEP, (b) is participating in an adaptive athletic program outside of the school setting, and (c) the parent/guardian documents the student's participation as required by the Superintendent or designee.

A student requiring adapted physical education must receive that service in accordance with his or her Individualized Educational Program/Plan (IEP).

Students in grades 7 and 8 may submit a written request to the Building Principal to be excused from physical education courses because of his or her ongoing participation in an interscholastic or extracurricular athletic program. The Building Principal will evaluate requests on a case-by-case basis.

The Superintendent or designee shall maintain records showing that the criteria set forth in this policy were applied to the student's individual circumstances, as appropriate.

Students who have been excused from physical education shall return to the course as soon as practical. The following considerations will be used to determine when a student shall return to a physical education course:

1. The time of year when the student's participation ceases; and
2. The student's class schedule.

LEGAL REF.:

[105 ILCS 5/27-6.](#)

[225 ILCS 60/](#), Medical Practice Act.

[23 Ill.Admin.Code §1.420\(p\)](#) and [§1.425\(d\)](#), (e).

CROSS REF.: 6:60 (Curriculum Content)

~~ADOPTED: June 11, 2019~~

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/27-6(b-5), added by P.A. 102-405. A note from clergy or a religious leader is unnecessary and should not be requested by a district. **Issue 108, November 2021**

Document Status: Draft Update

STUDENTS

7:290 Suicide and Depression Awareness and Prevention

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

Suicide and Depression Awareness and Prevention Program

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

1. Protocols for administering youth suicide awareness and prevention education to students and staff.
 - a. For students, implementation will incorporate Board policy 6:60, *Curriculum Content*, which implements [105 ILCS 5/2-3.139](#) and [105 ILCS 5/27-7](#) (requiring education for students to develop a sound mind and a healthy body).
 - b. For staff, implementation will incorporate Board policy 5:100, *Staff Development Program*, and teacher's institutes under [105 ILCS 5/3-14.8](#) (requiring coverage of the warning signs of suicidal behavior).
2. Procedures for methods of suicide prevention with the goal of early identification and referral of students possibly at risk of suicide. Implementation will incorporate:
 - a. The training required by [105 ILCS 5/10-22.39](#) for licensed school personnel and administrators who work with students to identify the warning signs of suicidal behavior in youth along with appropriate intervention and referral techniques, including methods of prevention, procedures for early identification, and referral of students at risk of suicide; and
 - b. Ill. State Board of Education (ISBE)-recommended guidelines and educational materials for staff training and professional development, along with ISBE-recommended resources for students containing age-appropriate educational materials on youth suicide and awareness, if available pursuant to *Ann Marie's Law* on ISBE's website.
3. Methods of intervention, including procedures that address an emotional or mental health safety plan for use during the school day and at school-sponsored events for a student identified as being at increased risk of suicide including those students who: (A) suffer from a mental health disorder; (B) suffer from a substance abuse disorder; (C) engage in self-harm or have previously attempted suicide; (D) reside in an out-of-home placement; (E) are experiencing homelessness; (F) are lesbian, gay, bisexual, transgender, or questioning (LGBTQ); (G) are bereaved by

suicide; or (H) have a medical condition or certain types of disabilities. [PRESSPlus1](#)

Implementation will incorporate paragraph number 2, above, along with Board policies:

- a. Board policy 6:65, Student Social and Emotional Development, implementing the goals and benchmarks of the Ill. Learning Standards and 405 ILCS 49/15(b) (requiring student social and emotional development in the District's educational program);
 - b. 6:120, Education of Children with Disabilities, implementing special education requirements for the District;
 - c. 6:140, Education of Homeless Children, implementing provision of District services to students who are homeless;
 - d. Board policy 6:270, Guidance and Counseling Program, implementing guidance and counseling program(s) for students, and 105 ILCS 5/10-22.24a and 22.24b, which allow a qualified guidance specialist or any licensed staff member to provide school counseling services;
 - e. 7:10, Equal Educational Opportunities, and its implementing administrative procedure and exhibit, implementing supports for equal educational opportunities for students who are LGBTQ;
 - f. 7:50, School Admissions and Student Transfers To and From Non-District Schools, implementing State law requirements related to students who are in foster care;
 - g. Board policy 7:250, Student Support Services, implementing the Children's Mental Health Act of 2003, 405 ILCS 49/ (requiring protocols for responding to students with social, emotional, or mental health issues that impact learning ability); and
 - h. State and/or federal resources that address emotional or mental health safety plans for students who are possibly at an increased risk for suicide, if available on the ISBE's website pursuant to *Ann Marie's Law*.
4. Methods of responding to a student or staff suicide or suicide attempt. Implementation of this requirement shall incorporate building-level Student Support Committee(s) established through Board policy 7:250, *Student Support Services*.
4. Reporting procedures. Implementation of this requirement shall incorporate Board policy 6:270, *Guidance and Counseling Program*, and Board policy 7:250, *Student Support Services*, in addition to other State and/or federal resources that address reporting procedures.
5. A process to incorporate ISBE-recommended resources on youth suicide awareness and prevention programs, including current contact information for such programs in the District's Suicide and Depression Awareness and Prevention Program.

Illinois Suicide Prevention Strategic Planning Committee

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

Monitoring

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

Information to Staff, Parents/Guardians, and Students

The Superintendent shall inform each school district employee about this policy and ensure its posting on the District's website. The Superintendent or designee shall provide a copy of this policy to the parent or legal guardian of each student enrolled in the District. Student identification (ID) cards, the District's website, and student handbooks and planners will contain the support information as required by State law. [PRESSPlus2](#)

Implementation

This policy shall be implemented in a manner consistent with State and federal laws, including the Children's Mental Health Act of 2003, [405 ILCS 49/](#), Mental Health and Developmental Disabilities Confidentiality Act, [740 ILCS 110/](#), and the Individuals with Disabilities Education Act, [42 U.S.C. §12101 et seq.](#)

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

LEGAL REF.:

42 U.S.C. § 1201 et seq. Individuals with Disabilities Education Act.

105 ILCS 5/2-3.166, 105 ILCS 5/2-3.139, 5/3-14.8, 5/10-20.73 (final citation pending), 5/10-22.24a, 5/10-22.24b, 5/10-22.39, 5/10-20.75 (final citation pending), 5/14-1.01 et seq., 5/14-7.02, and 5/14-7.02b, 5/27-7.

405 ILCS 49, Children's Mental Health Act of 2003.

740 ILCS 110/, Mental Health and Developmental Disabilities Confidentiality Act.

745 ILCS 10/, Local Governmental and Governmental Tort Immunity Act.

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

ADOPTED: June 11, 2019

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/2-3.166(c)(4), amended by P.A. 102-267, eff. 7-1-22, which added seven categories students who may be identified as being at increased risk of suicide. **Issue 108, November 2021**

PRESSPlus 2. Updated in response to 105 ILCS 5/10-20.73 (final citation pending), added by P.A. 102-134 (district-issued ID cards for students, and information on districts' websites); and 105 ILCS 5/10-20.75 (final citation pending), added by P.A. 102-416 (districts must insert either the Safe2Help

Illinois helpline or a local suicide prevention hotline on ID card, contact to identify each helpline that may be contacted through text messaging, and include the same in student handbooks and planners (if a student planner is custom printed by a district or its schools for distribution to students in any of grades 6 through 12)). The Ill. Principals Association (IPA) maintains a handbook service that coordinates with **PRESS** material, Online Model Student Handbook (MSH), at: www.ilprincipals.org/resources/model-student-handbook. **Issue 108, November 2021**

Document Status: Draft Update

STUDENTS

7:310 Restrictions on Publications; Elementary Schools

School-Sponsored Publications and Web Sites

School-sponsored publications, productions, and web sites are part of the curriculum and are not a public forum for general student use. School authorities may edit or delete material that is inconsistent with the District's educational mission.

All school-sponsored communications shall comply with the ethics and rules of responsible journalism. Text that is libelous, obscene, vulgar, lewd, invades the privacy of others, conflicts with the basic educational mission of the school, is socially inappropriate, is inappropriate due to the maturity of the students, or is materially disruptive to the educational process will not be tolerated.

The author's name will accompany personal opinions and editorial statements. An opportunity for the expression of differing opinions from those published/produced will be provided within the same media.

Non-School Sponsored Publications Accessed or Distributed On-Campus

For purposes of this section and the following section, a *publication* includes, without limitation: (1) written or electronic print material, (2) audio-visual material on any medium including electromagnetic media (e.g., images, digital filesMP3 files, flash memory, etc.), or combinations of these whether off-line (e.g., a printed book, digital filesCD-ROM, etc.) or online (e.g., any website, social networking site, database for information retrieval, etc.), or (3) information or material on electronic devices (e.g., text data or voice messages delivered by cell phones, tablets, and other hand-held devices). [PRESSPlus1](#)

Creating, distributing, and/or accessing non-school sponsored publications shall occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution or the publication is endorsed by the School District.

Students are prohibited from creating, distributing, and/or accessing at school any publication that:

1. Will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities;
2. Violates the rights of others, including but not limited to material that is libelous, invades the privacy of others, or infringes on a copyright;
3. Is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, contains indecent and vulgar language, or *sexting* as defined by Board of Education policy and Student Handbooks;
4. Is reasonably viewed as promoting illegal drug use; or
5. Is distributed in kindergarten through eighth grade and is primarily prepared by non-students, unless it is being used for school purposes. Nothing herein shall be interpreted to prevent the

inclusion of material from outside sources or the citation to such sources as long as the material to be distributed or accessed is primarily prepared by students.

Accessing or distributing *on-campus* includes accessing or distributing on school property or at school-related activities. A student engages in gross disobedience and misconduct and may be disciplined for: (1) accessing or distributing forbidden material, or (2) for writing, creating, or publishing such material intending for it to be accessed or distributed at school.

Non-School Sponsored Publications Accessed or Distributed Off-Campus

A student engages in gross disobedience and misconduct and may be disciplined for creating and/or distributing a publication that: (1) causes a substantial disruption or a foreseeable risk of a substantial disruption to school operations, or (2) interferes with the rights of other students or staff members.

Bullying and Cyberbullying

The Superintendent or designee shall treat behavior that is *bullying* and/or *cyberbullying* according to Board policy 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*, in addition to any response required by this policy.

LEGAL REF.:

105 ILCS 5/27-23.7.

Hazelwood v. Kuhlmeier, 408 S.Ct. 562 484 U.S. 260 (1988).

Hedges v. Wauconda Cmty. Community Unit Sch. Dist. No. 118, 9 F.3d 1295 (7th Cir. 1993).

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

Hedges v. Wauconda Cmty. Unit Sch. Dist. No. 118, 9 F.3d 1295 (7th Cir. 1993).

CROSS REF.: 6:235 (Access to Electronic Networks), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 8:25 (Advertising and Distributing Materials in School Provided by Non-School Related Entities)

ADOPTED: June 11, 2019

PRESSPlus Comments

PRESSPlus 1. Updated in response to a five-year review. **Issue 108, November 2021**

Document Status: Draft Update

STUDENTS

7:340 Student Records

School student records are confidential. Information from them shall not be released other than as provided by law. A school student record is any writing or other recorded information concerning a student and by which a student may be identified individually that is maintained by a school or at its direction by a school employee, regardless of how or where the information is stored, except as provided in State or federal law as summarized below:

1. Records kept in a staff member's sole possession.
2. Records maintained by law enforcement officers working in the school.
3. Video and other electronic recordings (including without limitation, electronic recordings made on school buses) that are created in part for law enforcement, security, or safety reasons or purposes. The content of these recordings may become part of a school student record to the extent school officials create, use, and maintain this content, or it becomes available to them by law enforcement officials, for disciplinary or special education purposes regarding a particular student.
4. Any information, either written or oral, received from law enforcement officials concerning a student less than the age of 18 [PRESSPlus1](#) years who has been arrested or taken into custody.

State and federal law grants students and parents/guardians certain rights, including the right to inspect, copy, and challenge school student records. The information contained in school student records shall be kept current, accurate, clear, and relevant. All information maintained concerning a student receiving special education services shall be directly related to the provision of services to that child. The District may release directory information as permitted by law, but a parent/guardian shall have the right to opt-out of the release of directory information regarding his or her child. ~~However, The District will comply with State or federal law with regard to release of an ex parte court order requiring it to permit the U.S. Attorney General or designee to have access to a student's school records, including, where applicable,~~ without notice to, or the consent of, the student's parent/guardian ~~or eligible student.~~ [PRESSPlus2](#) Upon request, the District discloses school student records without parent consent to the official records custodian of another school in which a student has enrolled or intends to enroll, as well as to any other person as specifically required or permitted by State or federal law.

The Superintendent shall fully implement this policy and designate an *official records custodian* for each school who shall maintain and protect the confidentiality of school student records, inform staff members of this policy, and inform students and their parents/guardians of their rights regarding school student records.

Student Biometric Information Collection

The Superintendent or designee may recommend a student biometric information collection system solely for the purposes of identification and fraud prevention. Such recommendation shall be consistent with budget requirements and in compliance with State law. Biometric information means any information that is collected through an identification process for individuals based on their unique

behavioral or physiological characteristics, including fingerprint, hand geometry, voice, or facial recognition or iris or retinal scans.

Before collecting student biometric information, the District shall obtain written permission from the person having legal custody/parental responsibility or the student (if over the age of 18). Upon a student's 18th birthday, the District shall obtain written permission from the student to collect student biometric information. Failure to provide written consent to collect biometric information shall not be the basis for refusal of any services otherwise available to a student.

All collected biometric information shall be stored and transmitted in a manner that protects it from disclosure. Sale, lease, or other disclosure of biometric information to another person or entity is strictly prohibited.

The District will discontinue use of a student's biometric information and destroy all collected biometric information within 30 days after: (1) the student graduates or withdraws from the School District, or (2) the District receives a written request to discontinue use of biometric information from the person having legal custody/parental responsibility of the student or the student (if over the age of 18). Requests to discontinue using a student's biometric information shall be forwarded to the Superintendent or designee.

The Superintendent or designee shall develop procedures to implement this policy consistent with State and federal law.

LEGAL REF.:

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

50 ILCS 205/7, [Local Records Act](#).

105 ILCS 5/10-20.1224b, [5/20.37](#), [5/10-20.40](#), and [5/14-1.01 et seq.](#)

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

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

[325 ILCS 17/](#), Children's Privacy Protection and Parental Empowerment Act.

[750 ILCS 5/602.11](#), Ill. Marriage and Dissolution of Marriage Act.

[23 Ill.Admin.Code Parts 226](#) and [375](#).

[Owasso I.S.D. No. I-011 v. Falvo](#), 534 U.S. 426 (2002).

Chicago Tribune Co. v. Chicago Bd. of Ed., 332 Ill.App.3d 60 (1st Dist. 2002).

CROSS REF.: 5:100 (Staff Development Program), 5:130 (Responsibilities Concerning Internal Information), 7:15 (Student and Family Privacy Rights), 7:220 (Bus Conduct), 7:345 (Use of Educational Technologies; Student Data Privacy and Security)

Adopted: September 22, 2020

PRESSPlus Comments

PRESSPlus 1. 705 ILCS 405/5-905, amended by P.A. 98-61, applies to law enforcement records of 7:340

minors arrested or taken into custody before their 18th (formerly 17th) birthday. **Issue 108, November 2021**

PRESSPlus 2. Updated in response to feedback from PRESS Advisory Board (PAB) members. **Issue 108, November 2021**

Document Status: Draft Update

STUDENTS

7:345 Use of Educational Technologies; Student Data Privacy and Security

Educational technologies used in the District shall further the objectives of the District's educational program, as set forth in Board policy 6:10, *Educational Philosophy and Objectives*, align with the curriculum criteria in policy 6:40, *Curriculum Development*, and/or support efficient District operations. The Superintendent shall ensure that the use of educational technologies in the District meets the above criteria.

The District and/or vendors under its control may need to collect and maintain data that personally identifies students in order to use certain educational technologies for the benefit of student learning or District operations.

Federal and State law govern the protection of student data, including school student records and/or *covered information*. The sale, rental, lease, or trading of any school student records or covered information by the District is prohibited. Protecting such information is important for legal compliance, District operations, and maintaining the trust of District stakeholders, including parents, students and staff.

Definitions

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

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

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

Operator Contracts

The Superintendent or designee designates which District employees are authorized to enter into written agreements with operators for those contracts that do not require separate Board approval. Contracts between the Board and operators shall be entered into in accordance with State law and Board policy 4:60, *Purchases and Contracts*, and shall include any specific provisions required by State law.

Security Standards

The Superintendent or designee shall ensure the District implements and maintains reasonable security procedures and practices that otherwise meet or exceed industry standards designed to

protect covered information from unauthorized access, destruction, use, modification, or disclosure. In the event the District receives notice from an operator of a breach or has determined a breach has occurred, the Superintendent or designee shall also ensure that the District provides any breach notifications required by State law.

LEGAL REF.:

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

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

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

[23 Ill. Admin. Code Part 380](#).[PRESSPlus1](#)

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

Adopted: September 22, 2020

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 108, November 2021**

Document Status: 5-Year-Review - Needs Review

COMMUNITY RELATIONS

8:100 Relations with Other Organizations and Agencies

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

- County Health Department
- Law enforcement agencies
- Fire authorities
- Planning authorities
- Zoning authorities
- Illinois Emergency Management Agency (IEMA), local organizations for civil defense, and other appropriate disaster relief organizations concerned with civil defense
- 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 Police Interviews)

ADOPTED: June 11, 2019

Date: April 19, 2022

To: Dr. Michael Lubelfeld, Superintendent of Schools
Members of the Board of Education

From: Jeremy Davis, Assistant Superintendent for Finance and Operations

Subject: Recommendation to Award a Contract for Student Transportation Services

Policy: 4:60 – Purchases and Contracts

Disposition: Action

Executive Summary:

An advertisement was placed in the Daily Herald on March 10, 2022, seeking qualified bidders to provide Regular Student Transportation Services to the District for a three-year period beginning August 1, 2022 and ending July 31, 2025, with the District's ability to extend the contract for two additional one-year contracts.

On April 6, 2022, bids were opened and publicly read aloud. A total of two bids were received from Safeway Transportation (our special education transportation vendor) and First Student Transportation (our current regular transportation provider). Four other vendors that received bid packets, Zum, Positive Connections, Alltown Bus, and North Shore Transit, declined to submit a bid. Each of the bids received were reviewed by the Assistant Superintendent for Finance & Operations. Legal counsel assisted in the preparation of the bid request and contract documents.

After analyzing the bids, First Student Transportation was the lowest responsible bidder. The bid submitted by First Student is estimated to increase current pricing by 6.0% next fiscal year. Per bid specifications, increases in years two and three of the contract will be limited to the Consumer Price Index for all Urban Consumers (CPI-U) or 5%, whichever is less.

The annual transportation service fees of the vendors who submitted a bid are as follows:
Safeway Transportation: \$3,996,677.50, and First Student Transportation: \$3,905,523.00.

The administration recommends at the April 19, 2022 Regular Board of Education Meeting that the Board approves awarding the Student Transportation Services contract to First Student Transportation for a three-year contract beginning August 1, 2022 through July 31, 2025.

Recommendation: Action

Roll call vote to approve the Student Transportation Service contract to First Student Transportation, as presented.

EXHIBIT I

TRANSPORTATION SERVICES CONTRACT

THIS AGREEMENT is entered into on the date that the last party signs below, by and between the Board of Education of North Shore School District No. 112, Lake County, Illinois ("District"), and First Student, Inc. ("Contractor") (collectively referred hereto as "the parties").

WITNESSETH

WHEREAS, District has requested public bids for the provision of student transportation services ("Services"); and

WHEREAS, Contractor has submitted a bid for the provision of the Services; and

WHEREAS, District has awarded this Contract to Contractor to provide student transportation services in accordance with the bid specifications package.

NOW, THEREFORE, in consideration of the terms and conditions herein, and other good and valuable consideration, the receipt of which is hereby acknowledged, the parties agree as follows:

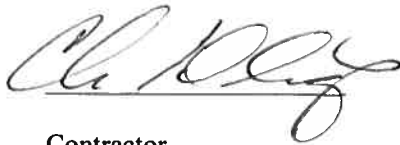
1. **Duration of Contract.** The Contract shall be effective from August 1, 2022, and shall continue in force and effect through July 31, 2025, and for the period thereafter as may be extended by mutual agreement of the parties.
2. **Contract Documents.** The documents comprising the entirety of this Contract are the Regular Student Transportation Services Bid Package, including Exhibits A through K, Contractor's complete bid, any addenda, and this Contract.
3. **Document Supremacy.** In the event any term or provision of one Contract Document conflicts with a term or provision of another, the term or provision of this Contract shall prevail over all other documents. The terms and provisions of the Regular Student Transportation Services Bid Package shall prevail over the Contractor's bid.
4. **Compensation.** The Contractor shall provide all services as awarded by District and shall be compensated according to the terms of the Contract Documents.
5. **Complete Understanding.** This Agreement sets forth all of the promises, agreements, conditions, and understandings between the parties relative to the subject matter hereof, and no other promises, agreements, or understandings, whether oral or written, expressed or implied, exist between the parties.
6. **Amendments.** No subsequent alteration, amendment, change, addition, deletion, or modification to this Agreement shall be binding upon the parties hereto unless reduced to writing and duly authorized and signed by each of them.

Signature Page Follows

IN WITNESS WHEREOF, the parties have signed this Agreement on the date(s) set forth below.

Contractor: First Student, Inc.
1717 Park Street
Suite 225
Naperville, Illinois 60563

**Board of Education of
North Shore School District No. 112
Lake County, Illinois:**

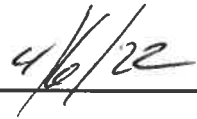


Contractor

President

Its:  _____

Secretary

Dated:  _____

Dated: _____

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First Student's "Contract Suggestions" submitted with its bid will not be included in this contract.



Date: April 19, 2022

To: Dr. Michael Lubelfeld, Superintendent of Schools
Members of the Board of Education

From: Jeremy Davis, Assistant Superintendent for Finance and Operations

Subject: Recommendation to Award a Contract for Lawn & Grounds Maintenance Services

Policy: 4:60 – Purchases and Contracts

Disposition: Action

Executive Summary:

An advertisement was placed in the Daily Herald on March 14, 2022, seeking qualified bidders to provide Lawn & Grounds Maintenance Services to the District for a period beginning April 20, 2022 and continuing through December 31, 2024.

A mandatory pre-bid meeting was held on March 18, 2022, to clarify all aspects of the bid document. All bids were due on April 7, 2022, and the bid results were publicly read aloud. Bids were received by Fleck's Landscaping, Moore Landscapes, Diaz Group, LLC, and Langton Group. The bids were reviewed in detail by the Business Services and Operations Department. Counsel assisted in the preparation of the bid request and contract documents. After carefully reviewing and analyzing the bids, Fleck's Landscaping was the lowest responsible bidder. The bid tabulation sheet is attached.

Based on this information, the administration recommends at the April 19, 2022 Regular Board of Education Meeting that the Board approves awarding the Lawn & Grounds Maintenance Services contract to Fleck's Landscaping Services for a period beginning April 20, 2022 through December 31, 2024.

Recommendation: Action

Roll call vote to approve the Lawn & Grounds Maintenance Services contract to Fleck's Landscaping from April 20, 2022 through December 31, 2024, as presented.

North Shore School District 112 BID TABULATION FORM

Name of Project: Lawn & Grounds Maintenance		Date /Time of Bid Opening: APRIL 7, 2022 @ 2:00 p.m.		
		Location of Bid Opening: Lincoln School, 711 Lincoln Ave. West, HP		
Contractor	Moore Landscapes	Fleck's Landscaping	Diaz Group LLC	Langton Group
Total Price for the 2022 Season:	\$140,566.00	\$140,159.00	\$303,536.09	\$257,140.75
Total Price for the 2023 Season:	\$143,402.00	\$140,159.00	\$303,536.09	\$272,312.59
Total Price for the 2024 Season:	\$146,288.00	\$145,760.00	\$303,536.09	\$280,481.95
Total for 3-Year Contract	\$430,256.00	\$426,078.00	\$910,608.27	\$809,935.29

CONTRACT FOR LAWN & GROUNDS MAINTENANCE SERVICES

This Contract is entered into by and between the BOARD OF EDUCATION OF NORTH SHORE SCHOOL DISTRICT 112, Lake County, Illinois (the "BOARD") and Fleck's Landscaping (the "CONTRACTOR") on the dates set forth below:

WITNESSETH

WHEREAS, the Board has requested public bids for law and grounds maintenance services ("Work");

WHEREAS, Contractor has submitted a bid for provision of the Work; and

WHEREAS, the Board desires to enter into this Contract with Contractor to provide the Work in accordance with the Bid Documents.

NOW, THEREFORE, in consideration of the terms and conditions herein, and other good and valuable consideration, the receipt of which is hereby acknowledged, the Parties agree as follows:

1. Duration of Contract. This Contract shall be effective from April 20, 2022, and shall continue in force and effect through December 31, 2024.
2. Contract Documents. The documents comprising the entirety of this Contract are the Bid Documents, Contractor's bid, and this Contract.
3. Document Supremacy. In the event any term or provision of this Contract conflicts with a term or provision of the Contractor's bid or the Bid Documents, the term or provision of this Contract shall prevail. If a term or provision in the Bid Documents conflicts with a term or provision of the Contractor's bid, the term or provision of the Bid Documents shall prevail.
4. Compensation. Contractor shall provide all Work as awarded by District and shall be compensated in accordance with Contractor's Bid Form.
5. Complete Understanding. This Contract sets forth all of the promises, agreements, conditions, and understandings between the parties relative to the subject matter hereof, and no other promises, agreements, or understandings, whether oral or written, expressed or implied, exist between the parties.
6. Amendments. No subsequent alteration, amendment, change, addition, deletion, or modification to this Contract shall be binding upon the Parties hereto unless reduced to writing and duly authorized and signed by both Parties.

Signature Page Follows

IN WITNESS WHEREOF, the Parties have signed this Contract on the date(s) set forth below.

BOARD OF EDUCATION OF NORTH
SHORE SCHOOL DISTRICT 112
LAKE COUNTY, ILLINOIS

By: _____

Its: _____

Date: _____

ATTEST:

By: _____

Its: _____

Date: _____

CONTRACTOR

By: _____

JIM TAIT

Its: ACCOUNT REPRESENTATIVE

Date: 3/16/22

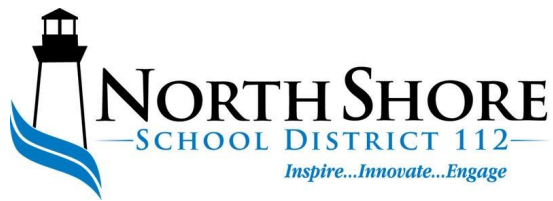
Date: April 19, 2022
To: Members of the Board of Education
From: Dr. Michael Lubelfeld, Superintendent of Schools
Subject: 2022-23 Board Meeting Schedule
Policy Alignment: Policy 2.220 Types of Board of Ed. Meetings
Disposition: Action

Executive Summary:

In accordance with Board Policy 2:200- Types of Board Meetings, the Board is required to set dates and time for its regular meetings before the fiscal year. Attached for the Board's consideration are proposed Board of Education Meeting dates for 2022-23. The proposed schedule takes into consideration the school calendar, holidays and other prescheduled events.

Recommendation:

Roll call vote to approve the 2022-23 Board of Education Meeting Calendar, as presented.



DRAFT

Approved: TBD

2022-23 Board of Education Meetings

2022-23 Dates	Meeting Type
July 26, 2022	Regular Meeting
August 16, 2022	Regular Meeting
Sept. 13, 2022 Sept. 20, 2022	Committee of the Whole Regular Meeting
Oct. 18, 2022	Regular Meeting
Nov. 15, 2022 Nov. 29, 2022	Committee of the Whole Regular Meeting
Dec. 13, 2022	Regular Meeting
Jan. 17, 2023	Regular Meeting
Feb. 7, 2023 Feb. 21, 2023	Committee of the Whole Regular Meeting
Mar. 14, 2023	Regular Meeting
April 11, 2023 April 25, 2023	Committee of the Whole Organizational/Regular Meeting
May 16, 2023	Regular Meeting
June 13, 2023	Regular Meeting