

Regular Meeting of the Board of Education

Wednesday, October 12, 2022 6:00 PM

District Office, 12809 S. McVickers Avenue, Palos Heights, IL 60463

1. Call to Order

1.A. Pledge to the Flag

1.B. Roll Call

2. Superintendent's Report

2.A. National Principal Proclamation

2.B. Retirement Recognitions

2.C. Facility Capital Long Term Plan and Project Updates

2.D. IL State Report Card Updates

2.E. Multi Tiered Systems of Support (MTSS) Program Updates

2.F. English Learner Program Updates and Needs

2.G. PFA Beginning of the Year Update

3. Approval of the Consent Agenda Items

3.A. Minutes of the Regular Meeting of September 14, 2022

3.B. Approval of Bills & Payroll

3.C. Review of Schools' Activity Accounts

3.D. Employment of Personnel

3.E. Policy Revision 4:60 Purchases and Contracts

3.F. Policy Revision 7:40 Non-Public School Students, Including Parochial and Home-Schooled Students

4. Old Business

4.A. Old Business Items, if any

5. New Business

5.A. IASB Resolutions November Delegate Meeting

5.B. Off Site Evacuation Plan for Navajo - Trinity Christian College

6. Audience Participation

If you are coming up to speak, please identify yourself by name and connection to the district and we ask that comments remain brief to accommodate everyone wishing to speak. Policy

provides up to 3 minutes per speaker.

7. Information Items

7.A. YTD Financial Summary Report

7.B. Freedom of Information Act Request

7.C. Freedom of Information Act Request

8. Closed Session, if needed

9. Return to Open Session

10. Adjournment

STATE OF ILLINOIS



Proclamation

WHEREAS, school principals play an integral role in the education and growth of children in elementary, middle, and secondary schools across the state of Illinois; and,

WHEREAS, school principals are responsible for promoting education and building relationships with teachers and parents to ensure that each child receives equitable educational opportunities and services to reach their potential; and,

WHEREAS, a primary responsibility of the state of Illinois is to preserve and improve resources for schools so that all students have access to quality education and foundation for a successful future; and,

WHEREAS, the Illinois Principals Association, which represents over 6,000 educational leaders statewide, believes that learning is a lifelong process and that the education of our children is the highest priority; and,

WHEREAS, school leaders face many obstacles in supporting and educating our young people, and through their perseverance, devotion, and passionate leadership that Illinois continues to produce quality, career-ready students; and,

WHEREAS, school principals have continued to face unprecedented challenges since the start of the COVID-19 pandemic and have worked tirelessly to provide mental health, social-emotional support, and uninterrupted learning to the members of their schools since 2020; and,

WHEREAS, we must continue to encourage, support, and recognize our school principals who have a positive impact on Illinois students and the educational system in the Land of Lincoln;

THEREFORE, I, JB Pritzker, Governor of the State of Illinois, do hereby proclaim October 16 - 22, 2022, as Principals Week and Friday, October 21, 2022, as Principals Day in Illinois.

In Witness Whereof, I have hereunto set my hand and caused the Great Seal of the State of Illinois to be affixed.

Done at the Capitol in the City of Springfield,
this SIXTEENTH day of AUGUST, in
the Year of Our Lord, two thousand and
TWENTY-TWO, and of the State of Illinois,
two hundred and FOURTH.



Deese Whitt

SECRETARY OF STATE

JB Pritzker
GOVERNOR

***PRINCIPAL
APPRECIATION
2022-2023***

LEADERSHIP PRINCIPLES FOR PRINCIPALS

- **Mindful** – being present and attentive to their employees' needs. Being versus distracted. Being aware versus being on autopilot.
- **Selfless** – to model cultures based on growth and learning instead of ego. selfless versus ego-centered. Being confident versus diffident.
- **Compassionate** – to show their employees they have their backs. Being indifferent. Being wise versus ignorant.

Focus for ourselves in living out these leadership principles defined in a single us keep our *eyes on the ball*.

PRINCIPALS & THE POWER OF POSITIVITY

Our District 128 Coffee Beans



EQUALITY LOVE
COMPASSION LOVE
FAMILY COURAGE
HONESTY LOYALTY
WONDER GENEROSITY
PATIENCE

Cathy Leslie

CATHY LESLIE - GENTLE

Here are ways Cathy demonstrates gentleness in her leadership towards others

- ★ "A gentle answer turns away wrath, but harsh words stir up anger" Cathy is a master of gentle words and gentleness all around due to her listening skills and empathy. Cathy sees the goodness in others plus her mindset is positive. There is a climate at Indian Hill School of a calmness that I have experienced and it's like a smile....very contagious!
- ★ Cathy is welcoming and kind with both the students and staff. She takes the time to ask questions and make conversations with the students. She is very supportive of the staff and listens to our concerns and problems. She is easy to talk to and very understanding. She always makes it known to her staff that she is appreciative for our Indian Hill team and all the work we do.
- ★ One of the great qualities of Cathy as a leader is how she shows gentleness by example. I have seen her with parents that have just out found out their child had a disability and are struggling and how she gently guides them through it. I have seen her with a preschooler melting down over a lost toy and she gently guides them to a new adventure. I have seen her with a staff member dealing with sickness and she gently supports them. I have also experienced her gentleness through many of my own trials and tribulations and am very grateful for that.
- ★ She is always kind to the staff and students!
- ★ She listens with an open mind. She is always positive.
- ★ She is very understanding of our lives outside of school.
- ★ She always greets everyone with a smile. Has kind words of encouragement.



CATHY LESLIE - GENTLE

Here are ways Cathy demonstrates gentleness in her leadership towards others...

- ★ Cathy has been such a compassionate and knowledgeable principal and friend. She makes our school such a great atmosphere to work in. I have known Cathy since her start at our district many years ago as her aide in special education, she is amazing!
- ★ She listens, really listen and considers matters before replying. She cares about our students, their families and our staff. She is understanding and compliments and notices the work of her staff. She makes us feel seen.
- ★ Cathy listens to concerns, is open minded, and is always kind.
- ★ Cathy cares about our well being and goes out of her way to check in to see if we are okay.
- ★ When Cathy sees a problem that needs to be addressed, she does so with composure and with a spirit that the solution is a collaborative effort. She values input from everyone and hears people out. She appreciates that everyone has different skills and abilities and tries to put everyone in a position to succeed.
- ★ Cathy understands that not everyday will be perfect.



HONESTY LOVE
OPTIMISM
FAMILY GRATITUDE
STEWARDSHIP
JOY **TRUSTWORTHY**
CONVICTION GRACE

Mary Lynn Duffy

MARY LYNN DUFFY - FAITH

Here are ways Mary Lynn demonstrates faith in her team...

- ★ Mary Lynn appreciates her staff and expresses how much she believes in her staff and students!!
- ★ Helps out in any way possible. I really admire that about her. She also asks me frequently how my family is. She really stays connected and has a huge heart! She is the best and I am so grateful for her leadership and more importantly, her friendship!
- ★ Mary Lynn's door is always open for me. She listens with an open mind and heart and is very encouraging to me. She implicitly respects and trusts my decisions, and I am grateful for her advice and leadership. Sometimes it's not just her words that effect and influence me...her proud smile says it all.
- ★ She's very understanding and flexible.
- ★ Giving positive reinforcement.
- ★ She smiles at me. She is always willing to pitch in.
- ★ She checks in with me to see if things are good.
- ★ She delegates tasks. She is always available to us.
- ★ Always saying thank you!
- ★ Mary Lynn has an open-door policy. I can freely talk to her with concerns that I have.



MARY LYNN DUFFY - FAITH

Here are ways Mary Lynn demonstrates faith in her team...

- ★ Even Though I have only known Mary Lynn for a short time she has demonstrated her faith in me by actually asking me my thoughts when a situation may arise and how I feel... I feel valued and appreciated which in this field is really hard to come by... I didn't feel that away at the school I came from... Her Drive & commitment to our school and positive energy is a breath of fresh air... She has also demonstrated her Loyalty, giving me confidence in our relationship that she has my back.. I'm blessed with her Leadership, Her Commitment, Her Compassion and Most of all Love for the students and staff at Chippewa.. Thank You Mary Lynn...
- ★ Mary Lynn has asked me to lead new teacher presentations. This makes me feel that she sees good things happening in the classroom, which leads me to feel more confident in myself!
- ★ She tells me she trusts my judgement. It makes me feel like she's confident in my decision making skills in the classroom.
- ★ Mary Lynn is always so supportive and I know she is always there for me when needed!
- ★ She always has time to listen and will always lend a hand if needed.



INTEGRITY **TRUST**
SUPPORT

FAMILY GRATITUDE
COLLABORATION

OPTIMISM CARING

HONESTY **KINDNESS**

Kaitlin Curran

KAITLIN CURRAN - JOY

Here are ways Kaitlin brings joy to Navajo...

- ★ Kaitlin is always there for the staff when we need her. Whether she is on the phone, in a meeting or eating lunch she's ready and willing to help out when we need her.
- ★ Kaitlin cares about all of us. She really does everything she can to make Navajo a warm, welcoming work environment. I know I can always count on her.
- ★ Kaitlin provides positive comments to our students to make them feel special.
- ★ Kaitlin is organized, willing to listen, and always has a smile on her face!
- ★ Kaitlin brings joy every day to Navajo! From the minute she walks in, she greets all staff and students with a smile. She is so student-centered and is always making sure everyone feels supported and understood.
- ★ Kaitlin is always so positive and her notes of encouragement always lift me up!
- ★ Kaitlin's personal touch to all she does creates a positive climate in the school.



KAITLIN CURRAN - JOY

Here are ways Kaitlin brings joy to Navajo...

- ★ Kaitlin is always there for the staff when we need her.
- ★ Always positive
- ★ Solution based
- ★ Supportive
- ★ Leaves positive notes
- ★ Leaves treats just because
- ★ Kaitlin is extremely knowledgeable and approachable! She is always there to answer questions and provide suggestions for improved learning.
- ★ She really takes the time getting to know each and every single student and staff member personally. I look up to her so much and am so grateful to have such a wonderful, caring leader in our school! :)
- ★ Kaitlin makes everyone feel seen and valued
- ★ Kaitlin greets students each morning and is there at dismissal each afternoon with a smile, starting and ending the day on a positive note with each and every one



INTEGRITY **HOPE**
LEARNING **HOPE**
FAMILY STRENGTH
COMPASSION **LOVE**
LOYALTY PERSISTENCE
REFLECTIVE

Kevin Kirk

KEVIN KIRK - ROLE MODEL

Here are ways Kevin acts as a role model for those he serves...

- ★ Kevin is always there to help. Anytime I am not sure about something, I know I can count on Kevin to help me work through and find the best solution!
- ★ Dr. Kirk is very understanding and I feel comfortable approaching him for advice.
- ★ He comes to work everyday with a positive attitude and ready to engage with our students in a meaningful way.
- ★ He's good with the students
- ★ Always honest, always fair, always loyal
- ★ Dr. Kirk is a very great model at IJHS. Every time he walks down the halls he always says hello and smiles, or a nice wave. Another time I dropped my books right in front of him and he helped me pick all of them up, which was a very kind action he demonstrated. From this it taught me to also help other people when they are in need.
- ★ Dr. Kirk is a very good role model. He is a very good role model because he always demonstrates kindness, helpfulness, and is very reliable. He helps us and has the common goal of helping us succeed in every way. I am very thankful to have him as a principal because I know that he will always help us and support us in anyway he can and he cares about us.



KEVIN KIRK - ROLE MODEL

Here are ways Kevin acts as a role model for those he serves...

- ★ He shows kindness towards the students and towards the teachers at our school. He supports me and other students when needed. He cares about what we have to say and what we think about.
- ★ Dr. Kirk is a very welcoming person, this year was my first year at IJHS and he made me feel really welcomed by just doing the simplest things for example just asking how my day was.
- ★ Dr. Kirk is a big role model in IJHS. Dr. Kirk always finds a way to help out the staff and students even when he is on a tight schedule. He always stops and listens to anyone's problem and tries his best to solve it and make it clear. If someone is acting harsh towards him he always knows how to calm the person and help solve the problem instead of fighting back. Dr. Kirk teaches us to have empathy for our peers in the IJHS community. Dr. Kirk is a role model and always will be in IJHS.



ISBE School Report Cards

— Changes for 2022 Reporting —

New for 2022 & Existing Indicator Updates

NEW: Equity Continuum Journey

Defined as an informational tool for districts to track progress toward closing achievement gaps, opportunities and supports. Analyzes district-level data points already collected and reported to ISBE through the lens of equity with the intent of making the data more useful for improving outcomes for all students

EXISTING INDICATOR UPDATES

- New annual targets for English language arts and math proficiency indicators
 - Giving all students identified as English learners in school year 2020-21 an additional year in progress towards proficiency indicator
 - Substituting science participation rates for proficiency rates in 2022
 - Considering two types of student growth percentiles to use whichever better reflects student growth throughout the state
-

Equity Journey Continuum Indicators

STUDENT LEARNING

- **Participation in High-Quality Pre-K**
 - KIDS Assessment
- **Student Performance**
 - State Assessments
 - EL Progress to Proficiency
 - 8th graders Passing Algebra Content Coursework
- **Equitable Access to High-Quality and Rigorous Curricula**
 - Advanced Academic Programming

LEARNING CONDITIONS

- **Parent/Family & Student Engagement**
 - 5 Essentials Response Rates from Students and Parents
 - 5 Essentials Ratings from Parents
- **Safe and Healthy Learning Environments**
 - 5 Essentials Ratings from Students
 - 5 Essential Teacher Response Rates
 - Student Attendance
- **Strategic Resource Allocation**
 - Site-Based Expenditures
- **Non-Exclusionary Discipline Practices**
 - Expulsion Rate
 - In-School Suspension Rate
 - Out of School Suspension Rate

ELEVATING EDUCATORS

- **Educator Demographics**
 - Staff & Student
- **Administration and Leadership Demographics**
 - Administrator and Student
- **Access to Effective Teaching-Teacher Effectiveness**
 - Teacher Experience/Education
 - Teacher Evaluation

Elementary & Middle Schools

75%

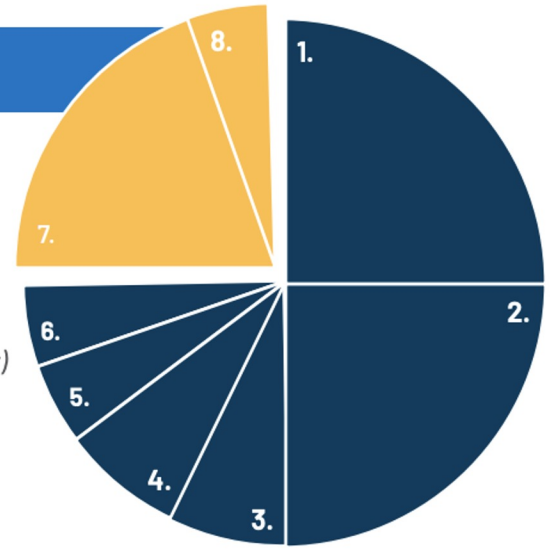
Academic Indicators

1. English Language Arts Growth: 25%
2. Math Growth: 25%
3. English Language Arts Proficiency: 7.5%
4. Math Proficiency: 7.5%
5. Science Proficiency: 5% (Note: Science Participation substituted for 2022 only)
6. English Learner Progress to Proficiency: 5%

25%

School Quality & Student Success Indicators

7. Chronic Absenteeism: 20%
8. Climate Survey: 5%
9. P-2*
10. 3-8*
11. Fine Arts*



PROFICIENCY TARGETS 2022	ELA	MATH
GRADES 3 & 4	21.9%	21.0%
GRADES 5 & 6	22.6%	17.2%
GRADES 7 & 8	23.5%	18.0%

MTSS in District 128

— Multitier System of Support
A Framework for Success —



D128 MTSS LEADERSHIP TEAM

A debt of gratitude to this MTSS Leadership Team for all of their hard work in improving our systems and processes on behalf of all students

The MTSS Leadership Team:

- Diane Muller, Curriculum Coordinator
 - Mary Kate Moroney, Curriculum Coordinator
 - Kim Sopkin, Reading Specialist
 - Tara Fitzgibbons, School Psychologist
 - Principals
-

WHAT IS MTSS

A systemic, continuous-improvement framework in which data-based problem solving and decision-making is practiced across all levels of the educational system for supporting students with academic and social emotional growth.

Components

- Researched based classwide curriculum
- Researched based interventions and supports
- Ongoing student assessment
- Tiered instruction

Alignment to our Portrait of a Learner

- Improves communication across our system to support student success
- Provides the support students need to persevere through learning challenges
- Promotes collaboration and innovation in finding ways to meet student needs
- Supported students are emotionally healthier students
- Student differences are acknowledged and supported in a respectful manner

The Tiers

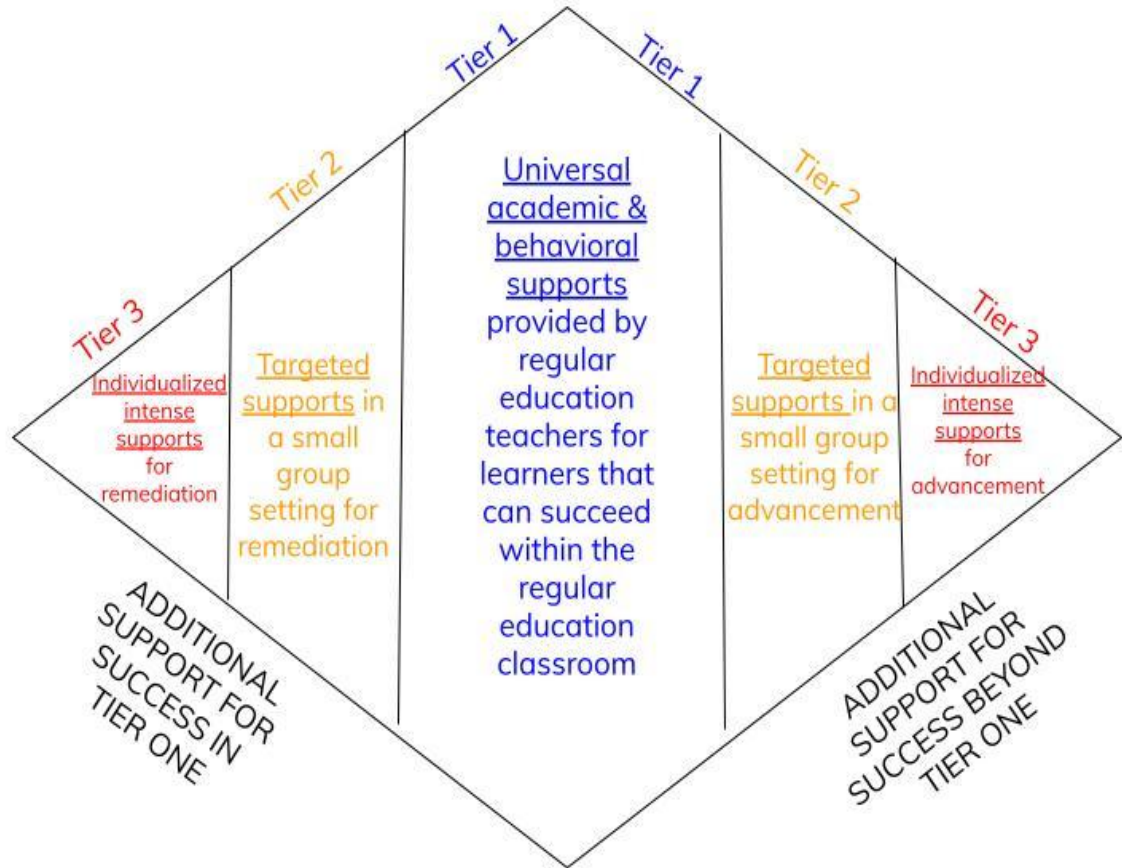
Through a universal screening process, students are placed into tiers that help to identify academic or social emotional supports that should be considered.

TYPICAL TIER DISTRIBUTION

Tier 1 - 75% of student population

Tier 2 - 15% of the student population

Tier 3 - 10% of the student population



Tier One

Typically 75 % of student population

- All students receive Tier 1 instruction
 - For 75% of students Tier 1 meets their needs for maximizing their learning opportunities
 - District 128's average student ability exceeds national norms requiring a rigorous core at Tier 1
- Quality, Evidence Based, Core Instruction
- Teachers differentiate instruction

Tier 2

Typically 15 % of student population (7.5% somewhat at risk; 7.5% above average)

- Students requiring some support to maximize their learning opportunities in Tier 1
- Small Group Instruction within the classroom or in some cases in an alternate setting
 - Extension of core curriculum
 - additional practice and skill building

Tier 3

Typically 10 % of student population (5% extremely at risk; 5% well above average)

- Students requiring intensive support to maximize their learning opportunities aligned to their potential
- Small group instruction in or out of the classroom
 - Supplemental instruction to the core curriculum
 - May be replacement instruction for most intensive needs
- Highest Level of Intensity

DISTRICT 128 MTSS FRAMEWORK AND PROCESS

Updates 2022 - 2023

THE FRAMEWORK

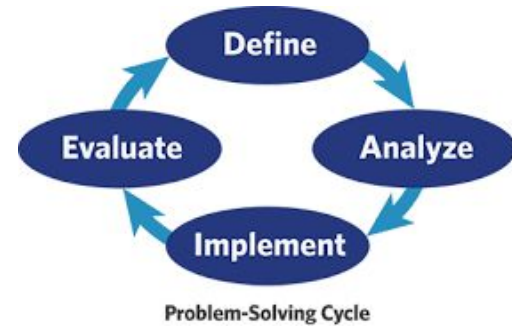
MTSS Leadership Team

The MTSS Leadership Team supports the grade level teams with data analysis and helps to facilitate group and individual problem solving processes.

MTSS Leadership Team Composition

- Principals
- Curriculum Specialists
- Teacher Leaders
- Interventionists
- Social Workers
- Psychologists

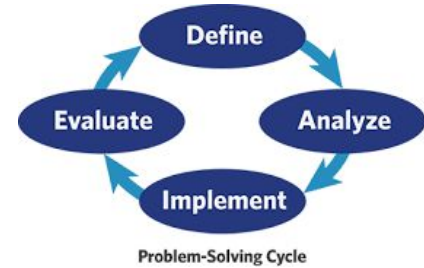
THE PROCESS



There are 4 major steps in the MTSS Process

1. Benchmark Group Problem Solving Meetings
2. Intervention Planning/Programming
3. Progress Monitoring/Data Collection
4. Data Review & Decision-Making

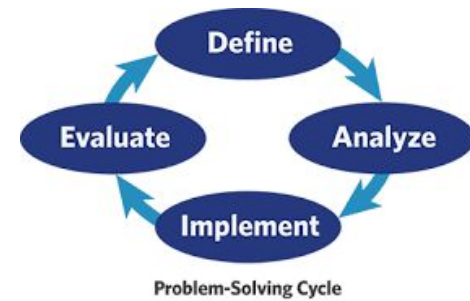
MTSS Process- STEP 1



MTSS Benchmark Group Problem Solving Meetings

- The grade level teams collaborate with the MTSS Leadership Team to review benchmark data and classroom based evidence to determine levels of support for students demonstrating a need for support or enrichment
 - Students are referred for further Tier 2 or 3 plan development
 - Parent or guardian is notified of need for support
- Students are grouped within tiers to efficiently and effectively intervene
- Held 3x per year (Fall, Winter, Spring)

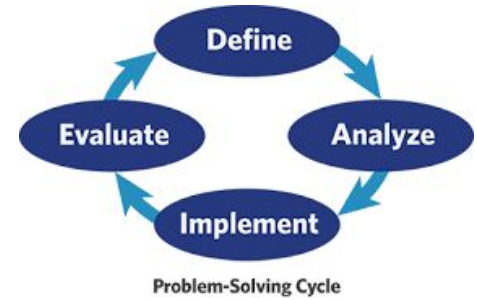
MTSS Process- STEP 2



Intervention Planning/Programming

- Development of instructional plans for students identified in Step 1 as needing additional supports in Tiers 2 or 3
 - Includes a goal, progress monitoring plan, timeline for evaluating success of the plan
- Communicate with parents regarding the need for supports

MTSS Process - Step 3



Progress Monitoring/Data Collection

- Data is collected to monitor student progress and evaluate the success of the plan
 - Formative assessment measures are administered frequently and logged to track rate of progress
- Communicate regularly with MTSS team and intervention provider (if not the classroom teacher) on student progress

MTSS Process - Step 4



Data Review & Decision Making

- Approximately every 6 weeks the relevant MTSS team members (including the classroom teacher) meet to review student progress
- Team makes determination on next step:
 - If appropriate progress is demonstrated, continue implementation for another 6-week cycle
 - Goal is met and student exits from tiered program
 - Modification of existing supports at current tier when plan needs minor adjustments
 - Increase level of support within a tier or move to a more intensive level of support
 - When support increases, parents are notified of the changes

MTSS Referrals of Tier 1 Outside of Benchmarking

Outside of formal benchmarking, teachers may identify students for consideration of supports by completing an MTSS Student Concern Form. The following information is required to be submitted with the form:

- Formative and/or summative assessment results tracking student progress in the area of concern with at least three data points
- A description of the types and duration of any differentiated instruction or classroom level interventions that have been implemented at Tier 1
- Student work samples reviewed by the grade level team and determined to be discrepant from typical **grade level** performance

What Happens When a Student Does Not Respond?

Students that do not respond to the MTSS interventions may be referred to the Student Services Department to determine if eligibility for an individualized plan should be considered. Referrals for more intensive service consideration require:

- Multiple cycles of Tier 3 interventions and supports have been implemented for at minimum of 12 weeks of instruction
- Student progress monitoring data demonstrates that the student is consistently not responding and the instructional gap remains stagnant or is widening relative to established goals and grade level expectations

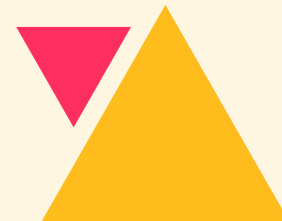
Questions?



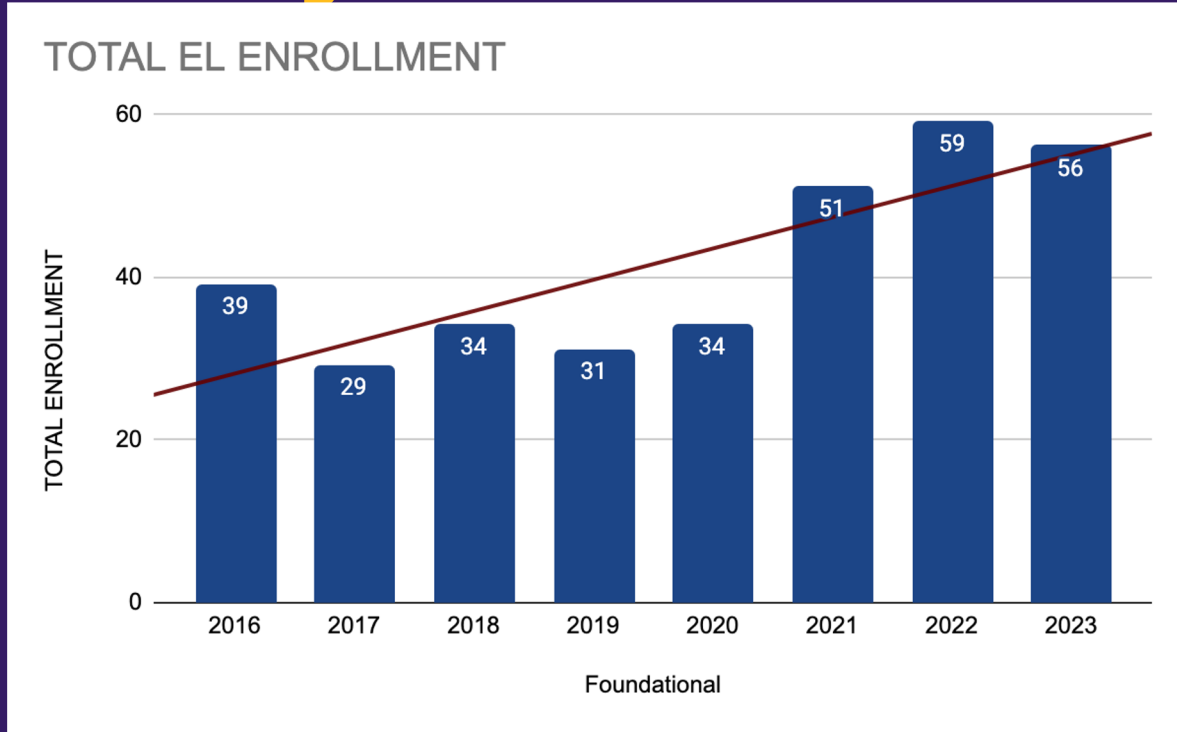
English Learner Program

District 128 Programs & Services Overview
& Future Recommendations

October 12, 2022



History of Enrollment

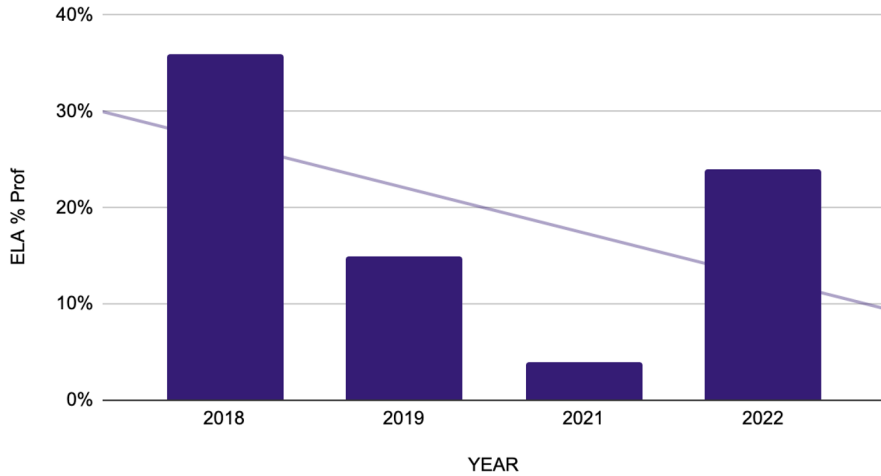


In 2023, it was anticipated that the caseload would decline based on current enrollments and exit rate, and that the 2-year trend was COVID related. This is not the case.

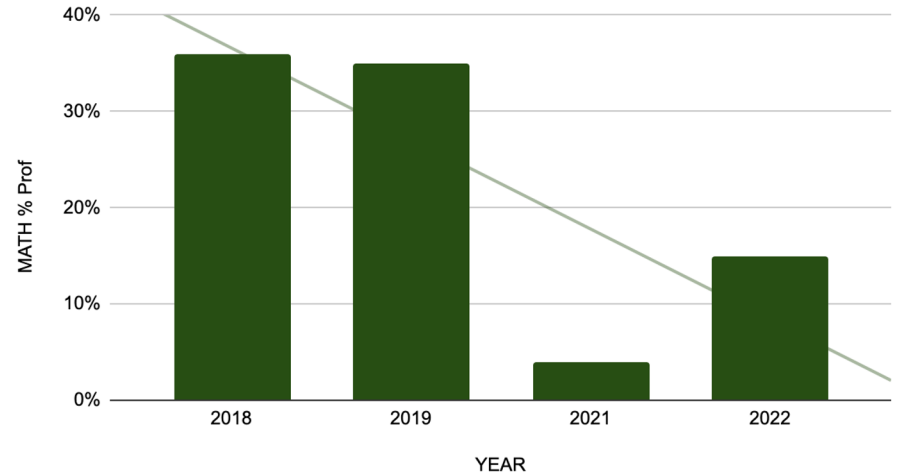
Since the start of the 2022-2023 School Year, 17 new students registered that qualify for English Learner services. This trend is similar in our neighboring districts.

Achievement Trend

ELA % Prof vs. YEAR



MATH % Prof vs. YEAR



Instructional Design for EL Students

LEVEL OF PERFORMANCE ACCESS/WIDA SCREENING ASSESSMENT SCORES	Minimum Number of 30-min periods of Instruction per Week
LEVEL 1 (HIGH NEEDS)	5
LEVEL 2 (HIGH NEEDS)	4
LEVEL 3 (MODERATE NEEDS)	2 - 3
LEVEL 4 - 6 (Note: Low Level & 5/6 are Consult)	0 - 1

Note: Recommended periods of instruction are based on the IL State Board of Education model for EL funded programs. A period is defined as a minimum of 30 minutes. Funded programs must provide a minimum of 5 periods per week for high needs students. ([Slide 10 ISBE Presentation](#))



Enrollment vs Levels of Service

Recommended Periods of EL Instruction	INST NEEDS	2016	2017	2018	2019	2020	2021	2022	2023
5	HIGH	2	3	1	2	1	2	8	13
4	HIGH	2	4	6	4	5	5	3	9
2 - 3	MODERATE	16	16	13	11	20	22	24	21
HIGH/MODERATE NEEDS	SUBTOTAL	20	23	20	17	26	29	35	43
0 - 1	LOW	19	6	14	14	8	22	24	13
TOTAL ENROLLMENT	TOTAL	39	29	34	31	34	51	59	56

Current Instructional Reality

INSTRUCTIONAL LEVELS	REC PERIODS PER WEEK	AVG PERIODS PER WEEK	REC MIN PER WEEK	AVG MIN PER WEEK	GRADE LEVELS SERVED	CLASSES SERVED
LEVEL 1	5	2.85	150	87	5	8
LEVEL 2	4	2.75	120	87	5	6
LEVEL 3	2-3	2.4	60-90	70	8	10

NOTE: Group sizes in Grades 1 & 2 are higher than ideal ranging from 7-9 students at a time.

Classroom v EL Teacher Schedule

Strategies to Support Caseload for 2022-2023

- Placed EL students with classroom teachers with EL endorsements where possible to provide additional instructional support in classrooms (Grades 2, 4 and 5)
- Training retirees and certified subs to help administer screening and EL ACCESS assessment to reduce EL teacher's time away from instruction, particularly during the 30-day ACCESS administration window
- Reduced lunch block 40 min per week to allow for consultation with general education teachers (Stipend provided for administration of the EL program through the Title I grant)

Position	TOTAL MIN PER WEEK	LUNCH	PLANNING TIME	INSTRUCTIONAL MINUTES	TRAVEL
CLASSROOM TEACHER	2100	225	275	1600	0
22-23 EL TEACHER	2100	185	275	1500	100*

CURRENT INSTRUCTIONAL BARRIERS

- Classrooms need to be grouped for instruction causing scheduling limitations
- Group sizes are larger than recommended (maximum of 6)
- Intensity of instruction needed to make appropriate gains for lowest levels is not possible with current staffing levels



Instructional Needs

Classroom Level Service Model

INSTRUCTIONAL LEVELS	GRADE LEVELS SERVED	CLASSES SERVED	INST MIN PER CLASS PER WK	TOTAL INST MIN PER WK
LEVEL 1	5	8	150	1200
LEVEL 2	5	6	120	720
LEVEL 3	8	10	75	750
LEVEL 4	4	7	30	210
LEVEL 5/6	4	7	15	105

Total Instructional Minutes Required: 2,985 = 1.99 FTE based upon 1500 minutes of instruction per week

Adequate Staffing Plan

2023 - 2024 School Year	Teacher 1	Teacher 2
Total Minutes	2100	2100
Instructional Minutes	1500	1500
Planning Time Minutes	275	275
Lunch	225	225
Travel	100	100

RATIONALE

- Achieves needed 2,985 instructional minutes to adequately service students
- Allows for a classroom based scheduling model to support appropriate group size
- Creates a 2-building model per teacher allowing for greater collaboration with staff

Palos Heights School District 128
Minutes of Board of Education Meeting
September 14, 2022

The regular meeting of the Board of Education of Palos Heights School District 128 was held on Wednesday, September 14, 2022, at the Dr. Edward T. Rancic Administrative Center, 12809 S. McVickers Ave., Palos Heights, Illinois.

Mr. Grady called the meeting to order at 6:00pm and led the Pledge to the Flag.

Roll Call:

Present: Dr. Powell, Mrs. Restivo, Mr. Grady, Mrs. Lyons, Mrs. Rubio, & Mrs. Lachowicz

Absent: Dr. Facko

Dr. Brownlow was also in attendance.

Visitors

Kim Anoman, Kaitlin Curran, Kevin Kirk, Jason Smit, Dave Adamonis, Mr. & Mrs. Nesci, and Chris Petitgout.

Adjourn to the Budget Hearing

Mr. Grady made a motion to adjourn to the Budget Hearing. The motion was seconded by Mrs. Lyons, and approved by unanimous consent.

Kim Anoman, Business Manager, and Dr. Brownlow provided updates to the Board on any adjustments that had occurred in the FY23 Budget since the Tentative Budget was put on display August 11, 2022. All questions and/or concerns the Board or members of the public had were addressed by Mrs. Anoman and Dr. Brownlow.

Mr. Grady made a motion to close the Budget Hearing. The motion was seconded by Mrs. Lachowicz, and approved by unanimous consent.

Mr. Grady made a motion to adjourn to the Regular Meeting. The motion was seconded by Mrs. Lachowicz, and approved by unanimous consent.

Adjourn to the Regular Meeting

Call to Order

Roll Call:

Present: Mrs. Lachowicz, Mrs. Restivo, Mr. Grady, Mrs. Lyons, Mrs. Rubio,
& Dr. Powell

Absent: Dr. Facko

Superintendent's Report

The Superintendent's Report began with a slideshow presented by Jason Smit of the 2022-2023 School Year Opening Highlights and then of Grandparents' Day held at Independence Jr. High School.

Mr. Smit reviewed the plan for the next phase of the Portrait of a Learner rollout. In an effort to build understanding around our five competencies, each of the competencies will become a focus for a month throughout the school year. The competency will be introduced to students in the classroom and staff will be exploring ways the competency is integrated into the school. The district will also provide families with ways to connect to the competencies at home and foster their development.

The final item in Dr. Brownlow's Report was a Technology and Communication Update, also presented by Mr. Smit. Over the last 12 months, the district has been working on upgrading our security camera system. The project is near completion with cameras added to all buildings to provide optimal coverage of the surrounding perimeters, as well as entrances and common areas within the schools. The new system provides the district with the ability to respond proactively to safety concerns and deter individuals from defacing school property or playgrounds.

Approval of Consent Agenda Items

It was moved by Mr. Grady to approve the consent agenda items as follows: the Minutes of the Regular Meeting of August 10, 2022; the Approval of Bills and Payroll; the Review of Schools' Activity Accounts; the Employment of Personnel (*Maggie Miller, Paraprofessional; Toni Lawson, Paraprofessional; Teresa Hernandez, Paraprofessional; and Erica Polson, Long Term Sub for ELA Grade 7*); the Special Education Out of District Placement Contracts 2022-2023; and the A.A. Facility Rental Agreement. The motion to approve was seconded by Mrs. Lyons.

Roll Call:

Ayes: Mr. Grady, Mrs. Restivo, Dr. Powell, Mrs. Lachowicz, Mrs. Rubio, & Mrs. Lyons
Motion carried.

Old Business

The Adoption of the Final FY 23 Budget was presented as an Action Item. Mr. Grady made a motion to approve the Adoption of the Final FY 23 Budget as presented. The motion to approve was seconded by Mrs. Lyons.

Roll Call:

Ayes: Mr. Grady, Mrs. Restivo, Dr. Powell, Mrs. Lachowicz, Mrs. Rubio, & Mrs. Lyons
Motion carried.

New Business

The Resolution to Approve the TRS Employer Participation Agreement for the 457(b) Supplemental Savings Program was presented as an Action Item of New Business. Mr. Grady made a motion to approve the Resolution to Approve the TRS Employer Participation Agreement for the 457(b) Supplemental Savings Program as presented. The motion to approve was seconded by Mrs. Lyons.

Roll Call:

Ayes: Mrs. Lachowicz, Mrs. Lyons, Dr. Powell, Mrs. Rubio, Mr. Grady, & Mrs. Restivo
Motion carried.

The next item of New Business was the First Read Policy Revisions of Policy 4:60, Purchases and Contracts; and Policy 7:40, Nonpublic School Students, Including Parochial and Home-Schooled Students. The revisions were presented by Dr. Brownlow to the Board.

The date change of the November 9, 2022, Board Meeting to November 17, 2022, was presented as an Action Item of New Business. Mr. Grady made a motion to approve the date change of the November 9, 2022, Board Meeting to November 17, 2022, as presented. The motion was seconded by Mrs. Lachowicz, and approved by unanimous consent.

As the final item of New Business, the Contract for Illuminate Financial Consulting (Dr. Robert Grossi, President) was presented as an Action Item. Mr. Grady made a motion to approve the Contract for Illuminate Financial Consulting as presented. The motion to approve was seconded by Mrs. Rubio.

Roll Call:

Ayes: Dr. Powell, Mrs. Restivo, Mr. Grady, Mrs. Lyons, Mrs. Rubio, & Mrs. Lachowicz
Motion carried.

Audience Participation

One (1) member of the community addressed the Board of Education with their name and business. Mr. Grady informed the community member that their matter will be taken under advisement of the Board and the participant will be notified.

Information Items

The following were included in the Board Packet as Information Items:

- A.** YTD Financial Summary Report August 2022
- B.** Retirement - *Butch Schwartzkopf, Lead Custodian at Independence Jr. High*

Adjournment

With no further business to discuss, Mrs. Lachowicz made a motion to adjourn at 6:53pm, seconded by Mrs. Lyons.

Roll Call:

Ayes: Mrs. Lachowicz, Mrs. Rubio, Mrs. Lyons, Mr. Grady, Mrs. Restivo, & Dr. Powell
Meeting adjourned.

President

Secretary

PALOS HEIGHTS SCHOOL DISTRICT 128

OCTOBER 2022

GROSS PAYROLL

SEPTEMBER 1 THROUGH SEPTEMBER 30, 2022 828,652.19

TRS 56,905.66

BOARD TRS SURCHARGE 3,628.24

THIS 9,819.04

IMRF, FICA, MEDICARE 47,963.46

TOTAL SEPTEMBER PAYROLL, TRS, THIS, IMRF, FICA, MEDICARE 946,968.59

EDUCATION FUND 10 102,664.12

BUILDING FUND 20 26,633.29

TRANSPORTATION 40 26,813.78

CAPITAL PROJECTS 60 5,323.01

SPECIAL CHECKS 16,297.27

TOTAL OCTOBER 2022 BILLS PAYABLE 177,731.47

TOTAL OCTOBER 2022 BILLS PAYABLE GROSS AND

SEPTEMBER 2022 PAYROLL, TRS, THIS, IMRF, FICA, MEDICARE 1,124,700.06

PRESIDENT


SECRETARY

PALOS HEIGHTS SCHOOL DISTRICT 128 VOUCHER

Voucher No: 1064

Voucher Date: 10/12/2022

Prepared By:


Printed: 10/05/2022 12:48:04 PM

PALOS HEIGHTS SCHOOL DISTRICT 128 is hereby authorized to draw warrants against PALOS HEIGHTS SCHOOL DISTRICT 128 funds for the sum of \$161,434.20 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2022 to June 30, 2023 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



PALOS HEIGHTS SCHOOL DISTRICT 128

Fund		Amount
10	EDUCATIONAL	\$102,664.12
20	OPERATIONS AND MAINTENANCE	\$26,633.29
40	TRANSPORTATION	\$26,813.78
60	CAPITAL PROJECTS	\$5,323.01
		<hr/> <hr/>
		\$161,434.20

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1064

10/12/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
ACACIA ACADEMY		10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$838.70
			Vendor Total:	\$838.70
ACCURATE BIOMETRICS		10.5.2310.314.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -PROFESS SERVS/CONSULTANTS	\$200.00
			Vendor Total:	\$200.00
ACUTRANS		10.5.1800.300.0000.00.00.00 Check #: 0	BILINGUAL PROGRAMS - TRANSLATIONS	\$20.25
			Vendor Total:	\$20.25
ADOBE SYSTEMS		10.5.2660.314.0000.00.62.00 Check #: 0	DATA PROCESSING- TECHNOLOGY CONTRACT RENEWALS	\$2,460.00
			Vendor Total:	\$2,460.00
ALBOUM TRANSLATION SERVICES		10.5.1800.300.0000.00.00.00 Check #: 0	BILINGUAL PROGRAMS - TRANSLATIONS	\$293.04
			Vendor Total:	\$293.04
ALPHA SCHOOL BUS	2011	40.5.2550.333.0000.00.00.00 Check #: 0	SPECIAL EDUCATION TRANSPORTATION	\$5,955.70
			Vendor Total:	\$5,955.70
AMAZON CAPITAL SERVICES		10.5.1100.411.0000.03.00.00 Check #: 0	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$727.44
		10.5.2660.411.0000.00.00.00 Check #: 0	DATA PROCESSING SERVICES- SUPPLIES	\$9.96
			Vendor Total:	\$737.40
AMITA GLENOAKS SCHOOL PHEASANT RIDGE				

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1064

10/12/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$4,135.32
ANDERSON LOCK			Vendor Total:	\$4,135.32
		20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$77.44
BEST PLUMBING			Vendor Total:	\$77.44
		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$1,710.00
BUSINESSOLVER			Vendor Total:	\$1,710.00
		10.5.1100.223.0000.00.00.00 Check #: 0	K-12 -DENTAL INS	\$70.50
C.J. ERICKSON PLUMBING CO.	16644		Vendor Total:	\$70.50
		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$1,525.00
CARNEGIE LEARNING			Vendor Total:	\$1,525.00
		10.5.2210.307.4998.00.03.00 Check #: 0	PROF DEV MATH ESSER 3	\$3,000.00
CARRIE HOBAN	26918		Vendor Total:	\$3,000.00
		10.5.1100.230.0000.00.00.00 Check #: 0	K-12 -TUITION	\$2,471.00
CHALET FLORIST			Vendor Total:	\$2,471.00
		10.5.1100.411.0000.02.00.00 Check #: 0	K-12 - SUPPLIES INDEPENDENCE	\$108.95
			Vendor Total:	\$108.95

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1064

10/12/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
CHICAGO TRIBUNE MEDIA GROUP	23803	10.5.2310.351.0000.00.00.00 Check #: 0	BOARD OF EDUCATION --PRINT PUBLICATIONS	\$48.00
			Vendor Total:	\$48.00
CHIPPEWA SCHOOL	8642	10.5.1100.411.0000.01.00.00 Check #: 0	K-12 - SUPPLIES CHIPPEWA	\$117.07
			Vendor Total:	\$117.07
CITY OF PALOS HEIGHTS	23899	20.5.2540.370.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-WATER/SEWER SERVICE	\$531.70
			Vendor Total:	\$531.70
COUNTRY HOUSE RESTAURANT	11753	10.5.2560.315.0000.00.00.00 Check #: 0	FOOD SERVICES CONTRACTED SERVICES	\$350.00
		10.5.2560.490.0000.00.00.00 Check #: 0	FREE AND REDUCED LUNCHES	\$5,526.40
			Vendor Total:	\$5,876.40
DESIREE WILLNER	24420	10.5.1800.411.0000.00.00.00 Check #: 0	BILINGUAL PROGRAMS- SUPPLIES	\$94.22
			Vendor Total:	\$94.22
DISCOUNT SCHOOL SUPPLY_11471	11471	10.5.1100.411.0000.04.00.00 Check #: 0	K-12 - SUPPLIES - INDIAN HILL	\$825.22
			Vendor Total:	\$825.22
EASTERSEALS		10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$9,376.18
			Vendor Total:	\$9,376.18
EDUCATIONAL IMPACT, INC.				

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1064

10/12/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.2210.305.4998.00.03.00 Check #: 0	PROF DEV SEL ESSER 3	\$2,500.00
			Vendor Total:	\$2,500.00
ELIM CHRISTIAN SERVICES	4659	10.5.1912.670.0000.00.00.00 Check #: 0	SPEC ED K-12 PRIVATE TUITION	\$20,800.60
		10.5.2560.490.0000.00.00.00 Check #: 0	FREE AND REDUCED LUNCHES	\$62.50
		40.5.2550.333.0000.00.00.00 Check #: 0	SPECIAL EDUCATION TRANSPORTATION	\$4,318.00
			Vendor Total:	\$25,181.10
ENGIE		20.5.2540.466.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-ELECTRICITY	\$14,104.20
			Vendor Total:	\$14,104.20
FOREST ALARM SERVICE INC	7714	20.5.2540.342.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-ALARMS	\$348.00
			Vendor Total:	\$348.00
FOUR POINT O INC	15341	20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$90.00
			Vendor Total:	\$90.00
GINA LIVERS		10.5.1100.230.0000.00.00.00 Check #: 0	K-12 -TUITION	\$2,118.00
			Vendor Total:	\$2,118.00
GO1 USA LLC		10.5.2210.314.0000.00.00.00 Check #: 0	IMPROV OF INSTRUCT PROF SERV	\$240.00
			Vendor Total:	\$240.00
ILLINOIS PRINCIPALS ASSN.	1241			

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1064

10/12/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.2410.332.0000.00.00.00 Check #: 0	OFFICE OF PRINCIPAL –TRAVEL/CONF	\$698.00
		10.5.2410.640.0000.00.00.00 Check #: 0	OFFICE OF PRINCIPAL–DUES AND FEES	\$1,212.18
			Vendor Total:	\$1,910.18
ILLINOIS SCHOOL BUS	242	40.5.2550.331.0000.00.00.00 Check #: 0	PUPIL TRANSPORTATION–PUPIL TRANSPORTATION	\$10,681.60
		40.5.2550.334.0000.02.00.00 Check #: 0	Athletic & Academic Conf. Buses	\$348.48
			Vendor Total:	\$11,030.08
INDEPENDENCE JR HIGH	1820	10.5.1100.411.0000.02.00.00 Check #: 0	K-12 – SUPPLIES INDEPENDENCE	\$1,127.46
			Vendor Total:	\$1,127.46
JASON SMIT		10.5.2660.230.0000.00.00.00 Check #: 0	DATA PROCESSING–TUITION REIMB	\$2,862.00
			Vendor Total:	\$2,862.00
KAITLIN CURRAN		10.5.2410.230.0000.00.00.00 Check #: 0	OFFICE OF PRINCIPAL – TUITION	\$2,862.00
			Vendor Total:	\$2,862.00
KIMBERLY ANOMAN		10.5.2510.230.0000.00.00.00 Check #: 0	BUSINESS SUPPORT TUITION REIMB	\$2,030.00
			Vendor Total:	\$2,030.00
KRIHA BOUCEK LLC		10.5.2310.317.0000.00.00.00 Check #: 0	BOARD OF EDUCATION –LEGAL SERVICES	\$375.00
			Vendor Total:	\$375.00
LAUREN BUNNELL				

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1064

10/12/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.1100.230.0000.00.00.00 Check #: 0	K-12 -TUITION	\$2,118.00
			Vendor Total:	\$2,118.00
LEAF		10.5.2660.360.0000.00.00.00 Check #: 0	DATA PROCESSING CAPITAL LEASE	\$2,367.00
			Vendor Total:	\$2,367.00
LEARNING A-Z	21279	10.5.2660.314.0000.00.63.00 Check #: 0	DATA PROCESSING- CURRICULUM CONTRACT RENEWALS	\$5,413.00
			Vendor Total:	\$5,413.00
LEARNING TECHNIQUES LTD.		10.5.1205.332.0000.00.00.00 Check #: 0	SPEC ED TRAVEL/CONF	\$500.00
		10.5.2210.314.0000.00.00.00 Check #: 0	IMPROV OF INSTRUCT PROF SERV	\$200.00
		10.5.2210.314.4620.05.00.00 Check #: 0	PROFESSIONAL DEV IDEA GRANT	\$8,500.00
			Vendor Total:	\$9,200.00
MENARDS INC	1008	20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$386.87
			Vendor Total:	\$386.87
MINUTEMAN PRESS		10.5.2310.351.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -PRINT PUBLICATIONS	\$184.70
			Vendor Total:	\$184.70
MOBILE MODULAR PORTABLE STORAGE		10.5.1100.411.0000.00.10.00 Check #: 0	REG K-12 SUPPLIES COVID-19	\$102.72
			Vendor Total:	\$102.72

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1064

10/12/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
NICOR GAS		20.5.2540.465.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-NATURAL GAS	\$758.09
			Vendor Total:	\$758.09
ORIENTAL TRADING COMPANY INC	3309	10.5.1100.411.0000.03.00.00 Check #: 0	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$224.88
			Vendor Total:	\$224.88
PALOS ACE HARDWARE	17607	20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$93.60
			Vendor Total:	\$93.60
PEERLESS NETWORK		20.5.2540.340.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-COMM/AT&T	\$1,328.16
			Vendor Total:	\$1,328.16
PETRARCA, GLEASON, BOYLE & IZZO, LLC		10.5.2310.317.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -LEGAL SERVICES	\$25.00
			Vendor Total:	\$25.00
PROSHRED		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$53.00
			Vendor Total:	\$53.00
READ, LEARN ACHIEVE, LLC		10.5.2210.306.4998.00.03.00 Check #: 0	PROF DEV ELA ESSER 3	\$2,500.00
			Vendor Total:	\$2,500.00
REALLY GOOD STUFF	24407	10.5.1100.411.0000.01.00.00 Check #: 0	K-12 - SUPPLIES CHIPPEWA	\$345.70

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1064

10/12/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
				Vendor Total:
REPUBLIC SERVICES				\$345.70
		20.5.2540.321.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-SANITATION SERVICES	\$733.56
				Vendor Total:
RSM US LLP				\$733.56
		10.5.2520.317.0000.00.00.00 Check #: 0	FISCAL SERVICES-AUDIT/FINANCIAL SERVICES	\$10,000.00
				Vendor Total:
SCHOOL SPECIALTY_26419	26419			\$10,000.00
		10.5.1100.411.0000.04.00.00 Check #: 0	K-12 - SUPPLIES - INDIAN HILL	\$1,234.10
				Vendor Total:
SMITHEREEN EXTERMINATING COMPANY	4755			\$1,234.10
		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$330.00
				Vendor Total:
SOUTHWEST REGIONAL PUBLISHING				\$330.00
		10.5.2310.351.0000.00.00.00 Check #: 0	BOARD OF EDUCATION -PRINT PUBLICATIONS	\$60.00
				Vendor Total:
SOUTHWEST TOWN MECHANICAL SERVICES	15176			\$60.00
		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$3,094.76
				Vendor Total:
STAPLES ADVANTAGE_12999	12999			\$3,094.76
		10.5.2210.411.0000.00.00.00 Check #: 0	IMPROV OF INST SUPPLIES	\$330.76
				Vendor Total:
STUDIO GC ARCHITECTURE				\$330.76

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1064

10/12/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
		60.5.2530.310.0000.00.00.00 Check #: 0	SITE AND BLD IMRPV ARCHITECT SERVICES	\$5,323.01
SUCCESS BY DESIGN, INC.	3648		Vendor Total:	\$5,323.01
		10.5.1100.411.0000.03.00.00 Check #: 0	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$747.87
SYMMETRY ENERGY SOLUTIONS			Vendor Total:	\$747.87
		20.5.2540.465.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-NATURAL GAS	\$152.68
TCI	23967		Vendor Total:	\$152.68
		10.5.2660.314.0000.00.63.00 Check #: 0	DATA PROCESSING- CURRICULUM CONTRACT RENEWALS	\$110.00
TRI-M ELECTRIC			Vendor Total:	\$110.00
		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$380.00
TRUGREEN			Vendor Total:	\$380.00
		20.5.2540.323.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE-MTCE	\$577.72
UNIQUE PRODUCTS			Vendor Total:	\$577.72
		20.5.2540.411.0000.00.00.00 Check #: 0	OPERATION/MAINTENANCE- SUPPLIES	\$358.51
UNIVERSAL TAXI DISPATCH			Vendor Total:	\$358.51
		40.5.2550.333.0000.00.00.00 Check #: 0	SPECIAL EDUCATION TRANSPORTATION	\$5,510.00
			Vendor Total:	\$5,510.00

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1064

10/12/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
WILSON LANGUAGE TRAINING.	8647	10.5.1100.411.0000.04.00.00 Check #: 0	K-12 - SUPPLIES - INDIAN HILL	\$140.40

Vendor Total: \$140.40

Grand Total: \$161,434.20


End of Report

PALOS HEIGHTS SCHOOL DISTRICT 128 VOUCHER

Voucher No: 1059

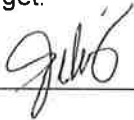
Voucher Date: 09/30/2022

Prepared By:


Printed: 10/05/2022 01:29:38 PM

PALOS HEIGHTS SCHOOL DISTRICT 128 is hereby authorized to draw warrants against PALOS HEIGHTS SCHOOL DISTRICT 128 funds for the sum of \$16,297.27 on account of obligations incurred for value received in services and for materials as shown below for period July 1, 2022 to June 30, 2023 (period cannot overlap fiscal year end.)

I certify that this claim is just and correct, and the services and/or materials herein represented have been received during the period listed above. All items are properly coded and not in excess of the budget.



PALOS HEIGHTS SCHOOL DISTRICT 128

Fund		Amount
10	EDUCATIONAL	\$14,288.30
20	OPERATIONS AND MAINTENANCE	\$47.64
60	CAPITAL PROJECTS	\$1,961.33
		<hr/> <hr/>
		\$16,297.27

SPECIAL CHECKS DRAWN IN SEPTEMBER

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1059

09/30/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
AMAZON CAPITAL SERVICES				
		10.5.1100.411.0000.00.00.00 Check #: 40935	K-12 - SUPPLIES	\$101.36
		10.5.1100.411.0000.01.00.00 Check #: 40935	K-12 - SUPPLIES CHIPPEWA	\$257.25
		10.5.1100.411.0000.02.00.00 Check #: 40935	K-12 - SUPPLIES INDEPENDENCE	\$403.31
		10.5.1100.411.0000.03.00.00 Check #: 40935	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$1,479.13
		10.5.1100.411.0000.04.00.00 Check #: 40935	K-12 - SUPPLIES - INDIAN HILL	\$155.51
		10.5.1205.411.0000.00.00.00 Check #: 40935	SPEC ED K-12- SUPPLIES	\$14.98
		10.5.1800.411.0000.00.00.00 Check #: 40935	BILINGUAL PROGRAMS- SUPPLIES	\$169.76
		10.5.2310.411.0000.00.00.00 Check #: 40935	BOARD OF EDUCATION - SUPPLIES	\$162.37
		10.5.2410.411.0000.01.00.00 Check #: 40935	OFFICE OF PRINCIPAL - SUPPLIES CHIPPEWA	\$285.96
		10.5.2410.411.0000.04.00.00 Check #: 40935	OFFICE OF PRINCIPAL - SUPPLIES INDIAN HILL	\$31.98
		10.5.2660.411.0000.00.00.00 Check #: 40935	DATA PROCESSING SERVICES- SUPPLIES	\$359.47
			Vendor Total:	\$3,421.08
BMO FINANCIAL GROUP				
		10.5.1100.411.0000.02.00.00 Check #: 40936	K-12 - SUPPLIES INDEPENDENCE	\$415.00
		10.5.1100.411.0000.03.00.00 Check #: 40936	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$19.78
		10.5.1100.411.0000.04.00.00 Check #: 40936	K-12 - SUPPLIES - INDIAN HILL	\$45.00
		10.5.2130.332.0000.00.00.00 Check #: 40936	HEALTH SERVICES-TRAVEL/CONF	\$50.00

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1059

09/30/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.2310.341.0000.00.00.00 Check #: 40936	BOARD OF EDUCATION -POSTAGE	\$44.00
		10.5.2310.411.0000.00.00.00 Check #: 40936	BOARD OF EDUCATION - SUPPLIES	\$58.42
		10.5.2310.640.0000.00.00.00 Check #: 40936	BOARD OF EDUCATION -DUES AND FEES	\$15.96
		10.5.2320.332.0000.00.00.00 Check #: 40936	EXECUTIVE ADMIN -TRAVEL/CONF	\$150.00
		10.5.2320.411.0000.00.00.00 Check #: 40936	EXECUTIVE ADMIN - SUPPLIES	\$490.25
		10.5.2410.411.0000.01.00.00 Check #: 40936	OFFICE OF PRINCIPAL - SUPPLIES CHIPPEWA	\$274.24
		10.5.2410.411.0000.02.00.00 Check #: 40936	OFFICE OF PRINCIPAL-SUPPLIES-INDEPENDENCE	\$134.92
		10.5.2410.411.0000.03.00.00 Check #: 40936	OFFICE OF PRINCIPAL - SUPPLIES - NAVAJO HEIGHTS	\$134.92
		10.5.2410.411.0000.04.00.00 Check #: 40936	OFFICE OF PRINCIPAL - SUPPLIES INDIAN HILL	\$134.92
		10.5.2660.314.0000.00.62.00 Check #: 40936	DATA PROCESSING- TECHNOLOGY CONTRACT RENEWALS	\$893.34
		10.5.2660.314.0000.00.63.00 Check #: 40936	DATA PROCESSING- CURRICULUM CONTRACT RENEWALS	\$216.00
		20.5.2540.411.0000.00.00.00 Check #: 40936	OPERATION/MAINTENANCE- SUPPLIES	\$47.64
		60.5.2530.530.0000.00.00.00 Check #: 40936	SITE AND BUILDING IMPROVEMENTS	\$1,961.33
			Vendor Total:	\$5,085.72
STAPLES ADVANTAGE_12999	12999	10.5.1100.411.0000.00.00.00 Check #: 40937	K-12 - SUPPLIES	\$219.57
		10.5.1100.411.0000.01.00.00 Check #: 40937	K-12 - SUPPLIES CHIPPEWA	\$4,938.69

Palos Heights School District 128

Voucher Supplement Account Summary

Voucher Batch Number: 1059

09/30/2022

Fiscal Year: 2022-2023

Vendor Remit Name	Vendor #	Account	Description	Amount
		10.5.1100.411.0000.02.00.00 Check #: 40937	K-12 - SUPPLIES INDEPENDENCE	\$589.27
		10.5.1100.411.0000.03.00.00 Check #: 40937	K-12 -SUPPLIES - NAVAJO HEIGHTS	\$563.42
		10.5.1100.411.0000.04.00.00 Check #: 40937	K-12 - SUPPLIES - INDIAN HILL	\$1,479.52
			Vendor Total:	\$7,790.47
			Grand Total:	\$16,297.27

End of Report

Palos Heights School District 128

Fund Balances

Fiscal Year: 2022-2023

Month: September

Year: 2022

Fund Type:

Include Cash Balance

FY End Report

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>
10	EDUCATIONAL	\$4,908,247.24	\$618,310.89	(\$1,778,471.38)	\$0.00	\$3,748,086.75
11	STUDENT ACTIVITY FUND	\$14,275.00	\$0.00	\$0.00	\$0.00	\$14,275.00
20	OPERATIONS AND MAINTENANCE	\$1,084,981.02	\$3,022.86	(\$317,695.76)	\$0.00	\$770,308.12
30	DEBT SERVICE	\$848,940.49	\$2,957.77	\$0.00	\$0.00	\$851,898.26
40	TRANSPORTATION	\$522,907.72	\$25,150.76	(\$55,614.96)	\$0.00	\$492,443.52
50	MUNICIPAL RETIREMENT	\$95,500.76	\$419.82	(\$42,094.07)	\$0.00	\$53,826.51
55	SOCIAL SECURITY	\$118,767.30	\$466.29	(\$39,816.63)	\$0.00	\$79,416.96
60	CAPITAL PROJECTS	\$4,376,970.69	\$1,691.06	(\$1,542,146.11)	\$0.00	\$2,836,515.64
70	WORKING CASH	\$191,228.70	\$215.91	\$0.00	\$0.00	\$191,444.61
80	TORT IMMUNITY	\$4,683.76	\$5.27	\$0.00	\$0.00	\$4,689.03
90	LIFE SAFETY	\$49,436.28	\$56.98	\$0.00	\$0.00	\$49,493.26
Grand Total:		\$12,215,938.96	\$652,297.61	(\$3,775,838.91)	\$0.00	\$9,092,397.66

End of Report

OPERATIONAL SERVICES

4:60 Purchases and Contracts

The Superintendent shall manage the District's purchases and contracts in accordance with applicable federal and 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 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.

over \$10,000

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 offeror must comply with [105 ILCS 5/10-20.21](#)(b-10).
7. The purchase of paper and paper products must comply with [105 ILCS 5/10-20.19c](#) and Board policy 4:70, *Resource Conservation*.
8. Each contractor with the District is bound by each of the following:
 - a. In accordance with [105 ILCS 5/10-21.9](#)(f): (1) prohibit any of its employees who is or was found guilty of a criminal offense listed in [105 ILCS 5/10-21.9](#)(c) and [5/21B-80](#)(c) to have direct, daily contact at a District school or school-related activity with one or more student(s); (2) 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.

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.

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 26, 2022

Palos Heights SD 128

STUDENTS

7:40 Nonpublic School Students, Including Parochial and Home-Schooled Students

Part-Time Attendance

The District accepts nonpublic school students, including parochial and home-schooled students, who live within the District for part-time attendance in the District's regular education program on a space-available basis. Requests for part-time attendance must be submitted to the Building Principal. All requests for attendance in the following school year must be submitted before May 1.

A student accepted for partial enrollment must comply with all discipline and attendance requirements established by the school. He or she may participate in any co-curricular activity associated with a District class in which he or she is enrolled. The parent(s)/guardian(s) of a student accepted for partial enrollment must pay all fees, pro-rated on the basis of a percentage of full-time fees. Transportation to and/or from school is provided on regular bus routes to or from a point on the route nearest or most easily accessible to the nonpublic school or student's home. This transportation shall be on the same basis as the District provides transportation for its full-time students. Transportation on other than established bus routes is the responsibility of the parent(s)/guardian(s).

Students with a Disability

The District accepts for part-time attendance those children for whom it has been determined that special education services are needed, are enrolled in nonpublic schools, and otherwise qualify for enrollment in the District. Requests must be submitted by the student's parent/guardian. Special educational services shall be provided to such students as soon as possible after identification, evaluation, and placement procedures provided by State law, but no later than the beginning of the next school semester following the completion of such procedures. Transportation for such students shall be provided only if required in the child's individualized educational program on the basis of the child's disabling condition or as the special education program location may require.

Extracurricular Activities, Including Interscholastic Competition

~~Nonpublic students, regardless of whether they attend a District school part time, will not be allowed to participate in extracurricular activities.~~

Assignment When Enrolling Full-Time in a District School

Grade placement by, and academic credits earned at, a nonpublic school will be accepted if the school has a Certificate of Nonpublic School Recognition from the Illinois State Board of Education, or, if outside Illinois, if the school is accredited by the state agency governing education.

A student who, after receiving instruction in a non-recognized or non-accredited school, enrolls in the District will: (1) be assigned to a grade level according to academic proficiency, (2) chronological age, and/or (3) have academic credits recognized by the District if the student demonstrates appropriate academic proficiency to the school administration. Any portion of a student's transcript relating to such instruction will not be considered for placement on the honor roll or computation in class rank.

Notwithstanding the above, recognition of grade placement and academic credits awarded by a nonpublic school is at the sole discretion of the District. All school and class assignments will be made according to Board of Education policy 7:30, *Student Assignment*, as well as administrative procedures implementing this policy.

LEGAL REF.:

[105 ILCS 5/10-20.24](#) and [5/14-6.01](#).

CROSS REF.: 4:110 (Transportation), 6:170 (Title I Programs), 6:190 (Extracurricular and Co-Curricular Activities), 6:320 (High School Credit for Proficiency), 7:30 (Student Assignment), 7:300 (Extracurricular Athletics)

Adopted: August 12, 2020

Palos Heights SD 128

Proposed Revision:

Extracurricular Activities, Including Interscholastic Competition

A nonpublic school student is eligible to participate in: (1) interscholastic competition, provided his or her participation adheres to the regulations established by any association in which the School District maintains a membership, and (2) non-athletic extracurricular activities, provided the student's participation adheres to the guidelines for the activity. A parent or guardian is responsible for providing transportation for the participant to and from the school activity. A nonpublic student who participates in an extracurricular activity is subject to all policies, regulations, and rules that are applicable to other participants in the activity.

School District 128
Financial Summary Report - All Funds
SEPTEMBER 2022

	Current YTD	Current Budget	(Over)/Under Budget	% of Budget	Prior YTD September-22	Prior Budget	(Over)/Under Budget	% of Budget	Prior YTD vs. Current YTD
BEGINNING BALANCE	\$12,215,938.96				\$9,883,213.00				
REVENUES									
Real Estate Taxes 1100	\$17,349.50	\$9,949,000.00	\$9,931,650.50	0%	\$1,913,234.04	\$9,394,346.00	\$7,481,111.96	20%	(\$1,895,884.54)
Other Local Sources 1000	\$129,027.82	\$713,000.00	\$583,972.18	18%	\$93,059.34	\$457,100.00	\$364,040.66	20%	\$35,968.48
General St Aid 3001	\$112,156.00	\$604,000.00	\$491,844.00	19%	\$109,400.00	\$601,701.00	\$492,301.00	18%	\$2,756.00
Other State 3000	\$43,004.11	\$279,262.00	\$236,257.89	15%	\$72,262.86	\$176,394.00	\$104,131.14	41%	(\$29,258.75)
Federal 4000	\$148,338.18	\$387,000.00	\$238,661.82	38%	\$127,282.49	\$367,034.00	\$239,751.51	35%	\$21,055.69
ESSER Grants	\$202,422.00	\$586,667.00	\$384,245.00	35%	\$0.00	\$777,397.00	\$777,397.00	0%	\$202,422.00
TOTAL REVENUES	\$652,297.61	\$12,518,929.00	\$11,866,631.39	5%	\$2,315,238.73	\$11,773,972.00	\$9,458,733.27	20%	(\$1,662,941.12)
EXPENDITURES									
Salaries 100	\$1,262,973.81	\$6,932,218.24	\$5,669,244.43	18%	\$971,675.88	\$6,769,002.00	\$5,797,326.12	14%	\$291,297.93
Benefits 200	\$341,307.50	\$1,823,279.85	\$1,481,972.35	19%	\$261,545.43	\$1,761,578.00	\$1,500,032.57	15%	\$79,762.07
Purchased Services 300	\$387,553.24	\$1,740,127.00	\$1,352,573.76	22%	\$246,315.71	\$1,358,583.00	\$1,112,267.29	18%	\$141,237.53
Supp/Materials 400	\$117,507.83	\$692,444.00	\$574,936.17	17%	\$215,355.20	\$732,846.00	\$517,490.80	29%	(\$97,847.37)
Capital Outlay 500	\$1,553,998.11	\$2,150,500.00	\$596,501.89	72%	\$1,197,810.44	\$1,983,649.00	\$785,838.56	60%	\$356,187.67
Out of Dist Tuition 670	\$44,123.90	\$450,000.00	\$405,876.10	10%	\$40,778.96	\$350,000.00	\$309,221.04	12%	\$3,344.94
Other 600	\$17,532.61	\$1,090,775.00	\$1,073,242.39	2%	\$7,681.14	\$918,875.00	\$911,193.86	1%	\$9,851.47
Non-Capitalized Equip 700	\$50,841.91	\$144,640.00	\$93,798.09	35%	\$30,952.00	\$142,666.00	\$111,714.00	22%	\$19,889.91
Termination Benefits 800	\$0.00	\$0.00	\$0.00	n/a	\$0.00	\$0.00	\$0.00	n/a	\$0.00
TOTAL EXPENDITURES	\$3,775,838.91	\$15,023,984.09	\$11,248,145.18	25%	\$2,972,114.76	\$14,017,199.00	\$11,045,084.24	21%	\$803,724.15
LIABILITES	(\$287,873.79)				(\$302,566.62)				
TOTAL FUND BALANCE	\$9,092,397.66				\$9,226,336.97				
TOTAL LIAB & FUND BALANCE	\$8,804,523.87				8,923,770.35				
CAPITAL PROJECTS	\$1,542,146.11				1,198,405.18				
EXCLUDING CAPITAL PROJECTS	7,550,251.55				8,027,931.79				
TOTAL LIAB & FUND BALANCE EXCLUDING CAPITAL	7,262,377.76				7,725,365.17				

Freedom of Information Act Request

**Requested by Sheri Reid, Data Acquisition Specialist of SmartProcure,
on September 19, 2022.**

SmartProcure is submitting a commercial FOIA request to the Palos Heights School District #128 for any and all purchasing records from 6/8/2022 to current. The request is limited to readily available records without physically copying, scanning or printing paper documents. Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person and their email address

If you would like to let me know what type of financial software you use, I may have report samples that help to determine how, or if, you are able to respond.

As an added security and privacy measure, there will be a unique upload link for any new requests moving forward, including this one. We appreciate your assistance towards this request. You may also attach the information to this email.

Complied via digital upload on September 22, 2022.

Freedom of Information Act Request:

Received via email from Thomas Haley, Construction Analyst, of the Indiana, Illinois, Iowa Foundation for Fair Contracting (III FFC) on September 29, 2022.

Pursuant to the Illinois Freedom of Information Act (5 ILCS 140/1 et. Seq.), the Indiana, Illinois, Iowa Foundation for Fair Contracting (III FFC) respectfully requests the following information regarding the 2022 Alterations and Life Safety project:

1. Please provide any pay applications, pay requests, Waiver of Lien, and certified payroll from the start of the project to present.

Complied via email on September 29, 2022.