

Agenda

1. Call to Order / Roll Call
Speaker(s): Board President
2. Review Agenda
Speaker(s): Board President
3. Communication
 - 3.A. Invitation for Public Comment (3-minute time limit)
 - 3.B. Student School Board Representative Reports
 - 3.C. FOIA Requests
 - 3.D. Superintendent's Report
4. Consent Vote Agenda
 - 4.A. Regular Board Meeting Minutes and Closed Session Minutes - November 17, 2025
 - 4.B. Employment of Employees
Speaker(s): Briant Kelly
 - 4.C. Educational Tour
Speaker(s): Tom Koulentes
 - 4.D. Bills Payable
 - 4.E. Financial Reports
 - 4.F. Donation Approval
5. For Action
 - 5.A. Board Policies - Review and Monitoring
 - 5.B. FY27 Budget Preparation Resolution
Speaker(s): Dan Stanley
 - 5.C. LHS 10-Year Health Life Safety Survey
Speaker(s): Dan Stanley & Mark Koopman
 - 5.D. Solar Agreement with ForeFront
Speaker(s): Dan Stanley & Mark Koopman
 - 5.E. LHS Main Gym HVAC Replacement
Speaker(s): Dan Stanley & Mark Koopman
 - 5.F. VHHS Pool HVAC Equipment Purchase
Speaker(s): Dan Stanley & Mark Koopman
6. For Discussion
 - 6.A. Board Policies Updates - First Reading
Speaker(s): Briant Kelly
7. For Information
 - 7.A. Board Comments and Events
 - 7.B. IASB Report
 - 7.C. SEDOL Report
8. Future Agenda Items

9. Adjournment

December 2025 FOIA Report to Board

Note: Response deadline is five business days after receipt of standard FOIA request; 21 business days for commercial requests. An extension is allowed under certain circumstances.

Date Received	Type of Request	Requestor	Information Requested	Date of Response	Time Spent
11/18/25	Standard	Judiciary LLC	Contracts, invoices, case files, litigation guidelines from Jan. 1, 2020 to present between the district and any law firm	11/25/2025	1 hour
11/19/25	Standard	Clearfront Alliance & ParentsCare	Training and evaluation materials, policies or protocols related to handling of abuse and/or misconduct allegations or claims from January 1, 2025 to present	11/25/2025	1 hour
11/19/25	Standard	Clearfront Alliance & ParentsCare	Contracts and/or RFPs related to risk-management and/or liability insurance	11/25/2025 denied	1 hour
11/21/25	Commercial	Courtney Randle	Request for a copy of a specific email from December 2023	12/5/2025 denied	15 minutes
12/1/25	Commercial	CT Mills, Public Info Access LLC	Records listing all active employees within your school or district: full name, title/position, work email address, work location	12/5/2025	15 minutes
12/3/25	Commercial	Oshea Smith, Sunlight Records Access	Summary of purchase orders issued by Libertyville Community High School District 128 from July 1, 2025 through November 30, 2025. If available, include: Vendor name, Description of purchase or payment, Total price or amount paid	12/9/2025	10 minutes

Community High School District 128
Program and Personnel Committee Meeting
December 15, 2025

Personnel Report

Certified Staff

Name (Replacing)	Position	Location	Reason	Effective Date
Bill Bellecomo	Team Leader	VHHS	Retirement	6/30/2030
Jonathan Menefee	Long Term English Teacher Substitute	VHHS	Resignation	11/21/2025

Educational Support Staff

Name (Replacing)	Position	Location	Reason	Effective Date
Kim Neckar	PT Library Aide	VHHS	Resignation	12/12/2025
Jessica Twohig (Eileen O'Donnell)	Accounts Payable /Student Activities Specialist	Admin	Replacement	12/8/2025
Steven Williams (Jennifer Sheets)	PT Campus Safety Monitor	VHHS	Replacement	1/5/2026

Coaching/ Extracurricular Staff

Name (Replacing)	Position	Location	Reason	Effective Date
Kieran Roycroft (Michael Brunette)	Asst Boys' Track & Field Coach	LHS	Replacement	12/1/2025
Mitch Smaller	Asst Baseball Coach	VHHS	Resignation	12/3/2025
Matthew Zambelli (Kara Gierman)	Head Boys' Water Polo Coach	LHS	Replacement	12/2/2025

All retirement actions are taken pursuant to the employee meeting all District and TRS/IMRF requirements.

Community High School District 128
Libertyville High School/ Vernon Hills High School
Vernon Hills, IL
December 15, 2025

Name: Jessica Twohig
Position: Accounts Payable & Student Activities Specialist
Location: District Office

- Education
 - Master of Science-Industrial Employee Relations, Marshall University Graduate College, Huntington, WV 8/2003
 - Bachelor of Business Administration in Marketing, Marshall University, Huntington, WV 5/2001

- Experience
 - 6/2014 - Current - Owner, Divi Holdings, LLC, Lake Forest, IL
 - 2022 - 2024 -Administrative Assistant, School & Church of St Mary, Lake Forest, IL

Therefore, it is the recommendation of the administration that Jessica Twohig (Eileen O'Donnell) be hired as the Accounts Payable & Student Activities Specialist at the District Office effective 12/8/2025.

Community High School District 128
Libertyville High School/ Vernon Hills High School
Vernon Hills, IL
December 15, 2025

Name: Steven Williams
Position: Campus Safety Monitor - PT
Location: Vernon Hills High School

- Education
 - Associates Degree - General Studies, Columbia College of Missouri, Columbia, MO 10/2011

- Experience
 - 6/2022 - 11/2025 - Civilian Training Instructor (NETC), Navy Base Great Lakes, Great Lakes, IL
 - 11/2018 - 6/2022 - Training Specialist-General Dynamics Information Technology, Navy Base Great Lakes, Great Lakes, IL
 - 9/1998 - 9/2018 - Retired United States Navy Chief Petty Officer/Gunners Mate, Navy Base Great Lakes, Great Lakes, IL

Therefore, it is the recommendation of the administration that Steven Williams (Jennifer Sheets) be hired as PT Campus Safety Monitor at Vernon Hills High School effective 1/5/2026.

Check Listing with Detail

Community High School District #128

Check Number	Vendor Name	Invoice Description	Check Date	Amount
23814	BIO-RAD LABORATORIES	Innovation Grant for Chris Wolf: A "Sick" Book Study for AP Biology	11/25/2025	361.25
23815	BUSINESS PROFESSIONALS OF AMERICA	BPA MEMBERSHIP DUES- 2025-2026	11/25/2025	2,898.00
23816	COVE ALLIANCE	Donation to St. Jerome Cove for purchase of playground equipment project	11/25/2025	100.00
23817	GRAPHICOLOR PRINTING	November 2025 Scratching Post	11/25/2025	2,961.32
23818	JIMANO'S PIZZERIA, SEALE76 INC	Pizza- Concessions	11/25/2025	1,022.09
23819	Tomaino, Diana	1/4 Zips -Cheer	11/25/2025	1,250.00
23820	TROPHIES BY GEORGE INC.	JV Girls Volleyball- Tournament Plaques	11/25/2025	109.00
23821	DESIGNS DONE WRITE LLC	Boys Cross Country - State jacket	12/04/2025	39.00
23822	IHSA	payment to IHSA for Girls Volleyball Regional	12/04/2025	872.80
23823	INFINITY TRANSPORTATION	Half of the bus trip invoice to Nashville Convention with LHS	12/04/2025	3,175.29
23824	MIETUS, THOMAS	Wrestling Tournament Timers, Technical Support	12/04/2025	1,200.00
23825	RC JUGGLE	Balloon Artist and DJ Service for Best Buddies Prom	12/04/2025	725.00
23826	TROPHIES BY GEORGE INC.	Boys Bowling medals and plaques	12/04/2025	1,357.55
23827	Unique Leaks	Uniforms	12/04/2025	1,543.00
23828	WHITE DEER RUN	White Deer Run Golf Club- remaining amounts	12/04/2025	1,212.00
23829	ZANOW, BONNIE	Payment for Chamber Choir Scarves/Hats	12/04/2025	330.00
23830	BEST CATERING OF LIBERTYVILLE	Wrestling Tournament - Hospitality to Coaches	12/08/2025	1,262.72
23831	HIGHLAND PARK HIGH SCHOOL	Girls Golf - CSL Tournament Participation Cost	12/08/2025	93.70
23832	LOCKER SHOP	T-shirts for ARC tutors	12/08/2025	424.00
23833	Tangonan, Emmanuel	Snacks for ASA Club	12/08/2025	30.20
23834	TROPHIES BY GEORGE INC.	Thanksgiving Wrestling Invitational - Medals and plaques	12/08/2025	1,275.10
61757	BOUNDLESS ADVENTURES KENOSHA LLC	PO - Girls Cross Country Team Outing	11/20/2025	-775.43
61926	ALSAC/ST JUDE CHILDREN'S RESEARCH HOSPITAL	DONATION FROM INTRO TO BUSINESS	11/20/2025	1,500.00
61927	ALTA LANGUAGE SERVICES INC	TESTS	11/20/2025	173.00
61928	ASB SPORTS ACQUISITION INC	Event manger top and bottoms	11/20/2025	676.00
61929	AVANT ASSESSMENT LLC	STAMP 4S AVANT STAMP 4S LANGUAGE PROFICIENCY ASSESSMENT (QTY 3)	11/20/2025	119.70

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Community High School District #128

Check Number	Vendor Name	Invoice Description	Check Date	Amount
61930	BERGER, EMMALEE	SHOE/COSTUME PURCHASE	11/20/2025	387.34
61931	BRANDT, JENNIFER	BREAKFAST FOR DEBATE TOURNAMENT TAX NOT REIMBURSED	11/20/2025	42.08
61932	BREAST CANCER RESEARCH FOUNDATION	DONATION FROM INTRO TO BUSINESS	11/20/2025	1,000.00
61933	BULTMAN, MICHAEL	CUSTOM MUSIC ARRANGEMENT FOR LHS CHOIRS	11/20/2025	250.00
61934	CLARK, CASSIE	Reimbursement for team dinner	11/20/2025	266.91
61935	COLIN, HOLLY	Reimbursement for Yard sign	11/20/2025	16.00
61936	CONVOY OF HOPE	DONATION FROM INTRO TO BUSINESS	11/20/2025	500.00
61937	CULVER'S	ICE CREAM FOR FOOTBALL CONCESSION	11/20/2025	225.00
61938	DOGADALSKI, MAYUMI	reimbursement for girls tennis activity night	11/20/2025	124.64
61939	DOMINO'S PIZZA	Pizza for Link Crew contest prize	11/20/2025	411.95
61940	FORUM BY PROMETOUR	CHAPERONE COST	11/20/2025	3,745.00
61941	HELPING HAND CENTER	DONATION FROM INTRO TO BUSINESS	11/20/2025	500.00
61942	ICON GRAPHICS & SCREENPRINTING	CANNED FOOD DRIVE TEES	11/20/2025	1,122.00
61943	INFINITY TRANSPORTATION	DOI transportation to Nashville, TN - LHS Half	11/20/2025	3,175.29
61944	LAKESIDE TRANSPORTATION	Libertyville HS - Camp Manitoqua	11/20/2025	1,025.20
61945	LANGUAGE TESTING INTL INC.	TESTS	11/20/2025	644.50
61946	MENDELSON, STUART B	Reimb Team Meal	11/20/2025	621.55
61947	MIGHTY MITES AWARDS	TROPHIES AND MEDALS FOR DEBATE	11/20/2025	595.50
61948	MM Vernon Hills, Inc.	Football concession subs 9/5 - 10/17	11/20/2025	1,429.75
61949	MO, SAN	Reimbursement for Girls Volleyball gifts	11/20/2025	384.93
61950	PFV PERFORMANCE LLC	Cross Country Invite 9/20/25 - Meet Setup and Administration	11/20/2025	1,534.00
61951	QUEST FOOD MANAGEMENT SERVICES LLC	10/1 Pizza Party - LHS	11/20/2025	558.75
61952	RC JUGGLE	BALLOON ARTISTS	11/20/2025	600.00
61953	SPORTS 11	Alumni shirts	11/20/2025	266.88
61954	Teppen, Cori	Reimbursement for flowers - Girls poms/dance	11/20/2025	123.60
61955	TROPHIES BY GEORGE INC.	Bowling Trophies - Wildcat Baker Classic	11/20/2025	523.50
61956	VISUAL IMAGE PHOTOGRAPHY INC.	Girls Swim plaques	11/20/2025	56.00

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Check Number	Vendor Name	Invoice Description	Check Date	Amount
61957	WEATHERLY, STEPHANIE	TECH WEEK FOOD	11/20/2025	3,099.92
61958	YMCA CAMP DUNCAN	Gymnastic Camp	11/20/2025	670.00
61959	TROPHIES BY GEORGE INC.	JV Girls Volleyball Invite - medals	11/20/2025	286.25
61961	ALLISON HONAKER DESIGNS	HOME OF A WILDCAT SIGNS	12/05/2025	500.00
61962	AMERICAN OUTFITTERS	Mesh Equipment Bag	12/05/2025	300.25
61963	AWARDS & ENGRAVING	9x12 Piano Black Board	12/05/2025	926.75
61964	BAREFOOT HAWAII INC	50% DEPOSIT FOR WORLD LANGUAGES WEEK ENTERTAINMENT	12/05/2025	1,025.00
61965	BERGER, EMMALEE	REIMBURSE MUSICAL COSTUMES	12/05/2025	83.69
61966	BREAST CANCER RESEARCH FOUNDATION	DONATION FROM DECA	12/05/2025	325.00
61967	BROADWAY IN CHICAGO	Tickets for Cadillac Palace Theatre - The Outsiders 2/12/25	12/05/2025	1,408.00
61968	CAMP KESEM NATIONAL	K-5 POMS CLINIC DONATION	12/05/2025	2,000.00
61969	DECA INC.	MEMBERSHIP DUES	12/05/2025	34.00
61970	EGGERT, DALE	Reimbursement for awards	12/05/2025	555.65
61971	GOLFVISIONS MANAGEMENT INC	golf tournament 8.25.25	12/05/2025	170.00
61972	HODGE, ELIZABETH	Reimbursement for homecoming party favors	12/05/2025	19.99
61973	IAS BRANDING INC	T-shirts	12/05/2025	589.45
61974	ICON GRAPHICS & SCREENPRINTING	APPAREL	12/05/2025	499.00
61975	IQBAL, FAUZIA	CLUB MERCH	12/05/2025	167.00
61976	JACOBI, ALEXANDRA	REIMBURSE FOR MATERIALS FOR GERMAN CLUB WINTER PROJECT	12/05/2025	14.48
61977	JENNIFER HEIM PHOTOGRAPHY	Production Photography - Les Mis 10/22/25	12/05/2025	700.00
61978	KETTERHAGEN, BECKY	Reimbursement for end of season banquet	12/05/2025	320.97
61979	KUYPERS, KELLY	Reimbursement Senior Night Celebration Flags	12/05/2025	666.77
61980	LIFEGUARD STORE	Mesh Equipment Bag	12/05/2025	414.00
61981	RANDALL, JACKIE	Reimbursement for locker signs - flag football	12/05/2025	54.96
61982	REED, MICHAEL	REIMBURSEMENT - DONUTS FOR VOLUNTEERS AND LIFEGUARDS	12/05/2025	26.98
61983	SPORTS 11	Swim and dive state shirts	12/05/2025	591.00
61984	ULTIMATE SCREEN PRINTING	Sweatpants	12/05/2025	2,634.00

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Check Number	Vendor Name	Invoice Description	Check Date	Amount
61985	Vestal, Emily	Reimbursement for team treats	12/05/2025	47.62
61986	WAUCONDA CUSD #118	Entry fee refund for JV Bowling on 12.13.25	12/05/2025	250.00
61987	YMCA CAMP DUNCAN	Gymnastics Camp	12/05/2025	1,072.00
213037	CIMO, JOSHUA J	PETTY CASH LHS- SPED	11/20/2025	200.00
213038	STEINER, CHRISTINA	Petty Cash Replenishment #1391 to #1413	11/20/2025	382.97
213039	T-MOBILE USA INC.	MOBILE INTERNET 9/21/25-10/20/25	11/20/2025	166.60
213040	FEDERAL EXPRESS	Fed Ex Express Saver- 11/11/25 - T Murphy	12/05/2025	65.54
213041	STEINER, CHRISTINA	petty cash replenishment #1418-#1433	12/05/2025	435.19
213042	T-MOBILE USA INC.	MOBILE INTERNET 10/21/25-11/20/25	12/05/2025	166.60
213043	WEX BANK	Fuel Purchases- LHS Athletics	12/05/2025	588.00
213044	WEX BANK	Fuel Purchases	12/05/2025	207.18
461392	SCHOOL HEALTH CORPORATION	ILLINOIS 12 MONTH CALIBRATION	11/19/2025	55.92
461393	ARBITERPAY DEPOSITS	Referee Payments	11/24/2025	20,000.00
461394	A-1 ROOFING	Project VHHS25-02 - Roof Replacement (Areas 1,3,12,13) - Trades	12/15/2025	131,518.38
461395	ACCO BRANDS USA LLC	Laminator machine service call	12/15/2025	442.00
461396	ACCURATE BIOMETRICS	Fingerprinting Services-HES November	12/15/2025	103.50
461397	ACE HARDWARE	propane refill	12/15/2025	248.08
461398	ADVOCATE OCCUPATIONAL HEALTH	10 PANEL SCREEN, BUS DRIVER PHYSICAL, TB TEST	12/15/2025	50.00
461399	AFFILIATED CUSTOMER SERVICE INC	Annual Fire Alarm Testing	12/15/2025	7,666.64
461400	AHW LLC	John Deere Tractor with brush, blower and cab cover	12/15/2025	28,431.34
461401	AIRGAS NORTH CENTRAL - WAUKEGAN	Tank air for Art department	12/15/2025	1,219.82
461402	ALBOUM & ASSOCIATES	Registrar Transcript translation	12/15/2025	96.22
461403	ALEXANDER LEIGH CENTER FOR AUTISM	Tuition 2025-26 Nov	12/15/2025	35,843.48
461404	ALLENDALE ASSOCIATION	Tuition 2025-26 Oct	12/15/2025	7,665.00
461405	ALLIANCE MECHANICAL	Repairs to heating unit at district office	12/15/2025	4,665.04
461406	ALTA EQUIPMENT COMPANY	coupling male & female	12/15/2025	844.76
461407	ALTO TRANSPORTATION LLC	NOV 25 TRANSPORTATION - HOMELESS	12/15/2025	3,975.00
461408	AMADOR, MARTHA B	Interp Srvcs Oct - Nov 2025	12/15/2025	575.90

Check Listing with Detail

Community High School District #128

Check Number	Vendor Name	Invoice Description	Check Date	Amount
461409	AMBIUS LLC	Monthly services for indoor plants at VHHS for 12/2025	12/15/2025	286.79
461410	ANDERSON LOCK	Project VHHS26-03 - Loading Dock Door Replacement	12/15/2025	12,001.58
461411	APPLE INC	Laptop, Ipad & Apple Pencil Pro for Data Integration Specialist	12/15/2025	4,414.00
461412	ARCHITECTURAL TESTING INC	Asbestos Inspections	12/15/2025	900.00
461413	AT & T	PHONE LINES ACCT# 831-001-1810-932	12/15/2025	2,447.99
461414	ATLAS COPCO	Freight Charge for parts that were missed on invoice and PO 1001226151	12/15/2025	17.97
461415	AVERUS	Fire Suppression Inspection	12/15/2025	639.64
461416	BALDWIN, KEVIN W	Recording services for concerts	12/15/2025	1,600.00
461417	BANNER PLUMBING SUPPLY CO INC	Plumbing supplies to seal urinal leak	12/15/2025	168.78
461418	BANNER PLUMBING SUPPLY CO INC	Faucet handle	12/15/2025	120.06
461419	BANNERVILLE USA INC.	Media backdrop	12/15/2025	82.50
461420	BARTHEL, KEVIN	Wig Design for musical	12/15/2025	1,640.00
461421	BASIC BROTHERS	Project LHS26-03 Insurance Masonry Repairs - LHS	12/15/2025	13,500.00
461422	BATTERIES PLUS LLC	Batteries	12/15/2025	756.00
461423	BERGER, EMMALEE	Reimbursement for theatre supply purchases	12/15/2025	297.77
461424	BERRY TIRE CO.	Oil & filter service	12/15/2025	85.54
461425	BLICK ART MATERIALS	Art Class Supplies	12/15/2025	534.34
461426	BLOCK, ANDREA J	Girls' Swim & Dive State Finals - coach lunch	12/15/2025	14.23
461427	BROGAN'S	nameplate for new board member	12/15/2025	32.00
461428	BURRIS EQUIPMENT	PM service - Broyhill M-4100 -tag# 38525	12/15/2025	716.25
461429	CARROT TOP INDUSTRIES INC	5x8 Flags for front entrance	12/15/2025	329.84
461430	CASTREJON, EVELYN	Supplies purchased overseas for the Science Olympiad competition	12/15/2025	44.19
461431	CERAMIC SUPPLY CHICAGO	Clay for Art Department	12/15/2025	1,421.10
461432	CHAMPION CHEER CULTURE LLC	Cheerleading Equipment Cleaning	12/15/2025	750.00
461433	CHARLOTTE ALDEN'S PIANO SERVICE	PIANO TUNING-RED ROSE 12/9/25	12/15/2025	125.00
461434	CHICAGO HISTORY MUSEUM	CMHD 2025-2026 School Partners Fee Invoice#CMHD2026-Vernon Hills	12/15/2025	475.00
461435	CITICARE SERVICES LLC INC.	VHHS Sped Transp Nov 2025	12/15/2025	28,471.00

Check Listing with Detail

Community High School District #128

Check Number	Vendor Name	Invoice Description	Check Date	Amount
461436	COLLEGE BOARD	LHS PSAT/NMSQT Testing Materials 11th Grade	12/15/2025	3,411.36
461437	COLLEY ELEVATOR COMPANY	reinspection fees for no load hydraulic pressure relief test (PRT/CAT1)	12/15/2025	1,386.00
461438	COMCAST	INTERNET	12/15/2025	179.80
461439	COMPASS HEALTH CENTER LLC HC	Hospital Instruction -	12/15/2025	2,997.00
461440	CONDRON, MATTHEW T	MEALS boys cross country state	12/15/2025	39.97
461441	CONNECTION'S ACADEMY EAST	2025-26 Tuition Nov	12/15/2025	5,611.95
461442	CONNECTION'S DAY SCHOOL	2025-26 Tuition Nov	12/15/2025	5,328.90
461443	CONSERV FS INC.	Ice Melt	12/15/2025	1,917.80
461444	COOPER, JUSTIN N	MILEAGE PHIL BOYTE SCHOOL CULTURE CONF, NAPERVILLE (R/T LESS REG COMMUTE)	12/15/2025	332.40
461445	CORNERSTONE AUTOMOTIVE GROUP	break fluid leaking -	12/15/2025	885.43
461446	CROWN TROPHY	Trophy for boys cross ctry	12/15/2025	66.00
461447	CRUCIBLE FITNESS	CrossFit Field Trip - 38 Students 10-22-25	12/15/2025	200.00
461448	CURALINC LLC	SupportLinc Employee Assistance Program First Quarter 2026 (January, February, March)	12/15/2025	1,803.87
461449	DELTA-T GROUP ILLINOIS, INC	TA services 11/25/25	12/15/2025	3,960.00
461450	DESIGNS DONE WRITE LLC	Embroidery on coaches vests - Gymnastics	12/15/2025	30.00
461451	DOST VALUATION GROUP LTD.	TECHNICAL APPRAISAL REVIEW	12/15/2025	1,475.00
461452	DOUBLE B ENTERTAINMENT INC	Cheer Mix	12/15/2025	850.00
461453	DOUGLAS, FLEEGLE	2025 Joint Annual Conf transportation	12/15/2025	36.60
461454	DOW JONES & COMPANY INC	The Wall Street Journal Digital Subscription 10/1/2025 - 9/30/2026	12/15/2025	1,260.00
461455	DRAMATISTS PLAY SERVICE	Rights for Performance of Winter Play	12/15/2025	736.00
461456	DYNAMISM INC.	3D Printer	12/15/2025	583.00
461457	ELEMENTAL SOLUTIONS LLC	Water system treatment	12/15/2025	871.00
461458	ENGLER CALLAWAY BAASTEN & SRAGA LLC	OCT 25 SERVICES	12/15/2025	16,645.50
461459	FEDERAL SUPPLY USA	Atosa Commercial Refrigerator for the Foods Class Room	12/15/2025	2,748.30
461460	FEED THE CATS	TFC Class Danny Schaechter	12/15/2025	150.00

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Community High School District #128

Check Number	Vendor Name	Invoice Description	Check Date	Amount
461461	FELICITY EDUCATIONAL SERVICES LLC	Transportation NOV 2025	12/15/2025	3,760.00
461462	FELICITY SCHOOLS LLC	2025-26 Tuition Nov	12/15/2025	20,094.00
461463	FORM FUNCTION FITNESS LLC	Guest Coach Sarah Ferolo at Vernon Hills High School - First Hour	12/15/2025	50.00
461464	FOURTH CLIFF ADVENTURE INC	Climbing Wall and Challenge Course Annual Inspection	12/15/2025	1,300.00
461465	FOX VALLEY FIRE & SAFETY	FIRE EXTINGUISHER SERVICE-DISTRICT OFFICE	12/15/2025	363.15
461466	FREDERICK L CHAMBERLAIN CENTER INC	Room/Board 2025-26 Dec	12/15/2025	30,049.29
461467	FULL COMPASS	Microphone Bezels for LHS & VH	12/15/2025	199.08
461468	GENCOMM	CELL TOWER RECONFIGURATION IN RELATION TO LHS CAFETERIA WORK	12/15/2025	4,000.00
461469	GIANT STEPS ILLINOIS INC	2025-26 Tuition Nov	12/15/2025	6,230.55
461470	GLENBROOK NORTH HIGH SCHOOL	Girls Volleyball Invite Fee	12/15/2025	152.41
461471	GLENBROOK SOUTH HIGH SCHOOL	Entry Fee - 10.04.25 - Girls Flag Football	12/15/2025	60.00
461472	GOLFVISIONS MANAGEMENT INC	Golf Rentals	12/15/2025	2,963.92
461473	GRADE-A-TRANSPORTATION INC.	Transportation Nov 2025	12/15/2025	29,585.00
461474	GRAPHIC 14 INC.	DesignJet Printer Paper - 8 Rolls	12/15/2025	144.60
461475	GRIZZLY INDUSTRIAL INC	wood tools	12/15/2025	771.95
461476	GROWER EQUIPMENT SUPPLY	Mower Parts	12/15/2025	732.18
461477	HALLORAN & YAUCH INC	irrigation repairs	12/15/2025	4,319.16
461478	HALOGEN SUPPLY COMPANY INC.	Pool Chemicals	12/15/2025	4,461.98
461479	HD SUPPLY	paper towels, clear hand soap refill, paper towel dispensers	12/15/2025	2,536.13
461480	HD SUPPLY FACILITIES MAINTENANCE	Toilet paper	12/15/2025	7,696.24
461481	HEARTLAND ALLIANCE HEALTH CCIS	Translation Services - Adriana Espinoza (LHS counselor) for Chinese	12/15/2025	351.75
461482	HERMAN, GREGORY	Reimbursement for coaches meals - Girls Swim & Dive state	12/15/2025	38.69
461483	HES FACILITIES LLC	NOVEMBER 2025 FACILITIES MANAGEMENT	12/15/2025	247,771.60
461484	HIMES PETRARCA & FESTER	SERVICES THROUGH 11/30/25	12/15/2025	2,632.50
461485	HOME DEPOT	supplies for 2nd archery netting - west gym	12/15/2025	4,762.99
461486	HUDSON, JESSICA	One hour of Cello Sectional with Students	12/15/2025	60.00
461487	IASBO	PAYROLL ESSENTIALS SEMINAR REGISTRATION	12/15/2025	220.00

Check Listing with Detail

Community High School District #128

Check Number	Vendor Name	Invoice Description	Check Date	Amount
461488	ICON GRAPHICS & SCREENPRINTING	Preschool Student Tshirts	12/15/2025	488.25
461489	ILLCO INC	HVAC Pump Motor	12/15/2025	3,090.29
461490	ILLINOIS COACHES ASSOCIATION	Membership 25-26 Illinois Coaches Association	12/15/2025	20.00
461491	IMAGINE LEARNING LLC	Imagine EdgeEx with Edgenuity 6-12 Comprehensive Concurrent User Edgenuity Academic Integrity	12/15/2025	6,528.30
461492	INDUSTRIAL AIR PURIFICATION, INC	Filters for the Woodshop	12/15/2025	1,076.40
461493	INFINITY TRANSPORTATION	Bus for Girls Swim & Dive - State meet	12/15/2025	1,316.25
461494	INGRAM LIBRARY SERVICES LLC	Collection of Library Books	12/15/2025	847.95
461495	INSPEC	Project VHHS27-01 VHHS POOL HVAC REPLACEMENT PROJECT MANAGEMENT	12/15/2025	45,605.00
461496	INTERPRENET LTD	INTERPRETER SERVICES 11/20/25 (DH)	12/15/2025	325.00
461497	INTERSTATE BATTERIES/ JFB BATTERY DISTRIBUTOR	9 Cases of D batteries for paper towel dispensers and Emergency light batteries for District Office	12/15/2025	443.00
461498	JOHNSON CONTROLS FIRE PROTECTION LP	Fire Alarm Repairs	12/15/2025	7,039.13
461499	KLEIN THORPE & JENKINS LTD.	SERVICES THROUGH 10/31/25	12/15/2025	1,434.60
461500	KOLAR, ROBERT	reimbursement - Jimmy Johns meal for grounds - snow cleanup 11/29/25	12/15/2025	79.75
461501	KREG ENTERPRISES INC	wood tools - per quote #1670066	12/15/2025	129.43
461502	KRIHA BOUCEK LLC	SERVICES THROUGH 12/9/25	12/15/2025	1,980.00
461503	LAKE COUNTY REGIONAL OFFICE OF EDUCATION	AUG 25 TUITION,	12/15/2025	810.00
461504	LAKE COUNTY TECH CAMPUS	AUG 25 TUITION	12/15/2025	66,850.12
461505	LAKE FOREST HIGH SCHOOL	NSC Girls Swim meet 11.1.25 entry fee	12/15/2025	398.55
461506	LAKESIDE CONSULTANTS	November 2025 Public School Inspection Services	12/15/2025	500.00
461507	LAKESIDE TRANSPORTATION	SPED/Spec Olymp Transp Nov 2025	12/15/2025	337,003.28
461508	LAKISOVA, LYUDMILA	Choir Accompanist 10/15/2025 - 12/2/2025	12/15/2025	3,465.00
461509	LAWSON PRODUCTS INC	Miscellaneous Parts	12/15/2025	439.08
461510	LIFEGUARD STORE	Stopwatch	12/15/2025	232.99
461511	LINCOLNSHIRE-RIVERWOODS FIRE PROTECTION	Emergency Medical Services Coverage for Home Football Games	12/15/2025	1,600.00
461512	LOCKER SHOP	ARC tutor shirts	12/15/2025	100.00

Check Listing with Detail

Community High School District #128

Check Number	Vendor Name	Invoice Description	Check Date	Amount
461513	LOWERY MCDONNELL COMPANY	Library Furniture	12/15/2025	7,557.74
461514	MAG CONSTRUCTION	Repairs to loading dock at VHHS	12/15/2025	7,800.00
461515	MARYVILLE ACADEMY	2025-26 Tuition Oct	12/15/2025	25,437.72
461516	MCCULLOUGH EQUIPMENT INC.	MODEL#RTV-X1100CWL-H New Kubota for VHHS B&G - Quote #929294	12/15/2025	31,045.87
461517	MCCULLOUGH EQUIPMENT INC.	grip,lever	12/15/2025	88.48
461518	McHenry County College	LISI Science Olympiad Tournament 2/21/26	12/15/2025	450.00
461519	MCMASTER-CARR SUPPLY CO	Miscellaneous Parts	12/15/2025	703.83
461520	MENARDS INC.	b/g supplies-contractor bags, cable clamp, snow brush, orange goop towels	12/15/2025	4,179.74
461521	MENDELSON, STUART B	Coach Meal reimbursement - state boys cross country	12/15/2025	64.66
461522	MIDLAND PAPER	Copy Paper	12/15/2025	3,102.60
461523	MILLER COOPER & COMPANY LTD	FY25 AUDIT SERVICES	12/15/2025	31,800.00
461524	MMI-CPR SCHOOL TECH REPAIR LLC	Chromebook Repairs - LHS	12/15/2025	109.00
461525	MUNDELEIN HIGH SCHOOL	NSC Varsity Boys Golf 9.24.25	12/15/2025	461.90
461526	NEUQUA VALLEY HIGH SCHOOL, SCIENCE OLYMPIA	Invitational Tournament registration 12/13/25	12/15/2025	450.00
461527	NORTH AMERICAN CORP OF ILLINOIS LLC	Work done on the T7 Machine- Credit Memo to Inv E262461	12/15/2025	823.03
461528	NORTHSHORE TRUCK & EQUIPMENT CO. INC.	Service to the Snow Plow	12/15/2025	358.80
461529	NOW ARENA	NOW Arena Rental Fee for the 2026 LHS Graduation Ceremony	12/15/2025	23,497.50
461530	OCONOMOWOC DEVELOPMENTAL TRAINING CTR OF WI L	2025-26 Room/Board Nov	12/15/2025	61,440.36
461531	OLSON TRANSPORTATION INC.	VHHS- ATHLETICS 11/24-11/29	12/15/2025	25,810.00
461532	OMBUDSMAN EDUCATIONAL SERVICES	Outplaced Tuition November 2025	12/15/2025	950.00
461533	ONE HOPE UNITED	Tuition 2025-26 Oct	12/15/2025	5,023.52
461534	ORCHARD VILLAGE	2025-26 Tuition Nov	12/15/2025	12,810.08
461535	PADDOCK PUBLICATIONS	DH LEGALS- CLASSIFIED DISPLAY- 11/24/25	12/15/2025	2,031.45
461536	PALATINE HIGH SCHOOL	Invitational Tournament 11/22/25 registration	12/15/2025	300.00
461537	PARKLAND PREPARATORY ACADEMY INC.	2025-26 Tuition Nov	12/15/2025	5,481.60
461538	PARTITION PROS INC.	Aluminum Seat Plank with hardware for Guard stands	12/15/2025	6,731.00

Check Listing with Detail

Community High School District #128

Check Number	Vendor Name	Invoice Description	Check Date	Amount
461539	PEARSON EDUCATION	Textbook Fill-in for Science	12/15/2025	1,857.36
461540	PENSKE TRUCK LEASING CO LP	Truck Rental	12/15/2025	175.30
461541	PHELAN, JENNIFER	Costumes and Props Supplies for the Fall Musical	12/15/2025	203.26
461542	PINE MEADOW GOLF CLUB	Golf Balls	12/15/2025	1,464.24
461543	PIONEER MFG CO./PIONEER ATHLETICS	Game Day Aerosol for white lines on athletic fields	12/15/2025	1,041.67
461544	PLAYSCRIPTS INC	Playscripts payment for One Acts Play Rights	12/15/2025	556.78
461545	QUEST FOOD MANAGEMENT SERVICES LLC	8/28 OPEN HOUSE- LHS	12/15/2025	21,443.96
461546	QUILL CORPORATION	Toner - VHHS	12/15/2025	2,528.41
461547	QUINLAN & FABISH MUSIC	Instrument repairs	12/15/2025	1,126.42
461548	R.A.D. SYSTEMS	Self Defense Instructor License Renewals	12/15/2025	900.00
461549	RAYNER AND RINN-SCOTT INC.	Wood	12/15/2025	2,370.00
461550	RECOIL RINGS	Gym Pack Portable gymnastics rings for CrossFit movements	12/15/2025	2,790.00
461551	RECORD-A-HIT INC.	Massage Chair for staff wellness event - Dec. 15	12/15/2025	1,200.00
461552	RIDDIFORD ROOFING COMPANY	Repairs on the roof space area 20	12/15/2025	4,146.00
461553	RUDE, BRIAN	Reimbursement for Lifeguard Training	12/15/2025	285.00
461554	RUSSO POWER EQUIPMENT	Bulk Rock Salt	12/15/2025	7,846.03
461555	S&P INTEGRATED SOLUTIONS	LST Counselor Offices TVs and Installation (7)	12/15/2025	4,780.93
461556	SAFE HAVEN SCHOOL	2025-26 Tuition Nov	12/15/2025	8,185.28
461557	SAFETY TRAINERS INC.	2026 AED Maintenance	12/15/2025	14,817.00
461558	SAM'S CLUB/SYNCHRONY BANK	DIST 128 PURCHASES 11/11/25-12/4/25	12/15/2025	400.48
461559	SEDOL	FY26 AUDIOLOGICAL SERVICES - IN-HOUSE REPAIR/ACCESSORY COSTS FOR ASSISTIVE TECH UNITS	12/15/2025	79,919.64
461560	SERVICE SANITATION INC.	Boys Soccer 8.15.25 portal potty rental	12/15/2025	162.50
461561	SIGNARAMA	Chiller Plant Signs	12/15/2025	1,004.43
461562	SMALL ENGINE WAREHOUSE	Quantity of 10 Briggs & Stratton 725 EXi Series Engines for Autos Classes	12/15/2025	2,500.00
461563	Soccer 2000 INC	Soccer Arm Bands	12/15/2025	198.00
461564	SPECIALIZED EDUCATION OF ILLINOIS INC.	2025-26 Tuition Oct	12/15/2025	33,854.94
461565	SPECTRUMVOIP INC.	DEC 25 PHONE	12/15/2025	38.00

Check Listing with Detail

Community High School District #128

Check Number	Vendor Name	Invoice Description	Check Date	Amount
461566	SPORTS 11	long-sleeve t-shirt with D128 logo for Board Members	12/15/2025	938.00
461567	SPORTS ENDEAVORS LLC	Soccer Team Jerseys and Warmups	12/15/2025	2,176.17
461568	Sriram, Murali Nichinbati	Debate judge Schaumburg 10/11/25	12/15/2025	130.26
461569	STANDARD INDUSTRIAL & AUTO EQUIP INC	Lift repair in the auto shop	12/15/2025	437.50
461570	STRIVE FOR INDEPENDENCE	Readiness Eval and BTW	12/15/2025	660.00
461571	STRUCTURAL GROUP LTD.	Project VHHS27-01 VHHS Pool HVAC Replacement STRUCTURAL ENGINEERING SERVICES	12/15/2025	13,950.00
461572	SUBURBAN DOOR CHECK & LOCK SERVICE INC	repair to door 16 automatic door opener	12/15/2025	742.00
461573	SUNSET FOODS	FACS groceries	12/15/2025	111.98
461574	SUNSET FOODS	November Order of Food Supplies for Foods Classes	12/15/2025	3,510.07
461575	T & J PRINTING SUPPLY INC	Vinyl and Adhesives for Banner Printing	12/15/2025	1,809.75
461576	TEAM FITZ GRAPHICS LLC	Velcro Panel Record Board Update	12/15/2025	225.00
461577	TERMINIX ANDERSON	Extra Service Request for Pest Control	12/15/2025	504.50
461578	THOMSON REUTERS - WEST	CLEAR ProFlex Investigative Suite	12/15/2025	1,679.26
461579	Tomaino, Diana	Cheerleading Coaches 1/4 zip gears	12/15/2025	200.00
461580	TOWNSHIP HIGH SCHOOL DIST 211	Schaumburg HS - BSW double fee payment refund - check attached	12/15/2025	300.00
461581	TRANE	PROJECT LHS25-01 HVAC EQUIPMENT REPLACEMENT REMAINING FROM PRIOR PO	12/15/2025	116,819.90
461582	TRUENORTH EDUCATIONAL COOPERATIVE 804	2025-26 Tuition Sept	12/15/2025	53,185.35
461583	ULINE	plastic stackable bins	12/15/2025	359.75
461584	UNITED ART AND EDUCATION	Pebble mat for Art department	12/15/2025	2,196.00
461585	UPSTAGING INC.	Purchase of Moving Lighting Equipment for The Theatre.	12/15/2025	5,956.71
461586	US OMNI & TSACG COMPLIANCE SERVICES INC.	COMPLIANCE SERVICES	12/15/2025	324.95
461587	USA CLEAN BY JON-DON	15" brush roll, Brush roller retainer for vacuums	12/15/2025	846.08
461588	VAN GALDER COACH USA	Reservation Balance for Theatre Festival Bus Service 1/8/2026 - 1/10/2026	12/15/2025	4,599.00
461589	Varga, Katrina	Debate judge 11/8/25	12/15/2025	130.26
461590	VESTIS GROUP INC	VHHS TOWEL SERVICE	12/15/2025	2,904.00
461591	VEX ROBOTICS INC.	PLTW consummables	12/15/2025	92.10

Check Listing with Detail

Community High School District #128

Check Number	Vendor Name	Invoice Description	Check Date	Amount
461592	VILLAGE OF LIBERTYVILLE	10/30/25 elevator re-inspection #3 by pool- failed & #4 elevator -passed	12/15/2025	206.00
461593	VILLAGE OF VERNON HILLS	POLICE DETAIL BILLING - NOV 3-GENERAL SECURITY - SRO DUTIES	12/15/2025	1,142.89
461594	VIRTUAL CONNECTIONS ACADEMY	2025-26 Tuition Nov	12/15/2025	16,742.25
461595	VISUAL IMAGE PHOTOGRAPHY INC.	8x10 plaques - Girls Swim	12/15/2025	82.75
461596	VORREYER, D. JEFFREY	Officials assigning fee - XC 2025	12/15/2025	18.07
461597	WARREN TOWNSHIP HIGH SCHOOL	MCKINNEY VENTO TRANSPORTATION	12/15/2025	4,403.00
461598	WAUCONDA HIGH SCHOOL	Wauconda Girls Bowling Invitational refund - all details attached	12/15/2025	275.00
461599	WELDING BY K & K LLC	Pool Repairs	12/15/2025	1,400.00
461600	WELLINGTON, AARON C	Airline ticket for Boomerang training (Link Crew)	12/15/2025	334.96
461601	WHITE DEER RUN	White Deer Run Golf Club - remaining payments	12/15/2025	5,200.00
461602	Williams, Michelle	Midwest Mania MILEAGE & PKG	12/15/2025	101.70
461603	██████████	PARENT TRAVEL REIMBURSEMENT 11/16/25 - 11/18/25 ██████████	12/15/2025	803.63
461604	YMCA CAMP MACLEAN	Deposit for Snowball ON 3/3/26	12/15/2025	250.00
461605	Yoon, Calvin	Orchestra Festival Soloist 11/18/2025 and 11/20/2025	12/15/2025	300.00
202410067	AFT LOCAL 504	UNDE - AFT/AFL-CIO ESP for 2025-11-28 Payroll	11/28/2025	5,172.44
202410068	AFT LOCAL 504	UNDU - AFT/AFL-CIO for 2025-11-28 Payroll	11/28/2025	23,163.70
202410069	DISTRICT 128 FOUNDATION FOR LEARNING	DIST - D128 FOUNDATION FOR LEARNING for 2025-11-28 Payroll	11/28/2025	581.72
202410070	NCPERS - IL IMRF	IMRV - IMRF - VOLUNTARY INSURANCE for 2025-11-28 Payroll	11/28/2025	80.00
202410071	NIHIP	H3BFE - HMO30 BA Emp+Fam ESP for 2025-11-28 Payroll	11/28/2025	904,803.17
202410072	STATE DISBURSEMENT UNIT	██████████ 2025-11-28 Payroll	11/28/2025	1,050.00
202410073	STATE DISBURSEMENT UNIT	██████████ 2025-11-28 Payroll	11/28/2025	1,651.00
202410074	STATE DISBURSEMENT UNIT	██████████ 2025-11-28 Payroll	11/28/2025	923.00
202410147	EMPLOYEE BENEFIT COOP HSA	HSA - HSA EMPLOYEE CONTRIBUTION for 2025-11-28 Payroll	11/28/2025	984.24
202410148	EMPLOYEE BENEFITS COOPERATIVE	EBCH - EBC - HEALTH CARE FSA for 2025-11-28 Payroll	11/28/2025	19,263.13
202410149	ILLINOIS DEPARTMENT OF REVENUE	ILSTA - ADDITIONAL IL STATE TAX AMT for 2025-11-28 Payroll	11/28/2025	97,755.42
202410150	IMRF	IMRMC - IMRF BD PD MEMBER CONTRIBUTION for 2025-11-28 Payroll	11/28/2025	97,565.50

Check Listing with Detail

Community High School District #128

Check Number	Vendor Name	Invoice Description	Check Date	Amount
202410151	IMRF	IMRX - IMRF ADDITIONAL CONTRIBUTIONS for 2025-11-28 Payroll	11/28/2025	4,432.38
202410152	LIBERTYVILLE BANK & TRUST	FICAC - SOCIAL SECURITY TAX CERTIFIED for 2025-11-28 Payroll	11/28/2025	394,256.79
202410153	TEACHERS' RETIREMENT SYSTEM	TRSE - TRS ESP .58% for 2025-11-28 Payroll	11/28/2025	197,976.16
202410154	THIS FUND	THIE - THIS ESP .67% for 2025-11-28 Payroll	11/28/2025	32,445.12
202410155	TSA CONSULTING GROUP INC	AIGRE 10 - AIG Retirement ER - 10 Mth Emp for 2025-11-28 Payroll	11/28/2025	138,098.68
202410156	VOYA INSTITUTIONAL TRUST CO.	SSP3% - SSP 3% for 2025-11-28 Payroll	11/28/2025	1,005.92
202410157	WISCONSIN DEPARTMENT OF REVENUE	WISTX - WISCONSIN STATE TAX for 2025-11-28 Payroll	11/28/2025	2,471.57
9000000000	TAYLOR, EMILY R	DIST WELCOME BACK LUNCH	11/20/2025	-7.78
9000000036	BMO FINANCIAL GROUP	251124 DIST BMO	11/24/2025	34,882.30
9000000037	AMAZON CAPITAL SERVICES	Student Council Homecoming Dance Supplies	11/25/2025	267.38
9000000038	AMAZON CAPITAL SERVICES	Order for Concessions	12/04/2025	67.68
9000000039	BEAGLE, DEBORAH	Tetris Tumble XL Game	12/04/2025	107.24
9000000040	GREEN, DANA	Dinner with Orchestra Directors	12/04/2025	109.31
9000000041	MCCARTY, MATTHEW	Senior preseason basketball dinner	12/04/2025	102.95
9000000042	RAVENS CRAFT, JOSHUA	Sam's Club items for Concessions	12/04/2025	114.55
9000000043	CATON, DENISE E	Girls Gymnastics - White Board Decals	12/08/2025	69.05
9000000044	GREEN, DANA	Dinner with Orchestra Directors	12/08/2025	156.29
9100000059	AMAZON CAPITAL SERVICES	Candy for project - Art club	11/20/2025	1,668.34
9100000060	BSN SPORTS	Team Hoodies	11/20/2025	1,936.73
9100000061	CASILLAS, GENESIS	PUMPKIN CHEESECAKE AND PUMPKIN PIE	11/20/2025	27.98
9100000062	CICCOLINI, LUCA	REIMBURSE PIZZA FOR COMPETITION PREP NIGHT	11/20/2025	732.37
9100000063	EICHMEIER, EMILY A	REIMBURSE GROCERIES FOR FAMILY IN NEED	11/20/2025	90.91
9100000064	ESPINOZA, ADRIANA M	PAINT BRUSHES, FACE PAINT	11/20/2025	40.47
9100000065	ULIKS, JENNIFER	DONUTS FOR FRESHMAN STUDENT COUNCIL	11/20/2025	50.97
9100000066	WAHL, MATTHEW R	BREAKFAST FOR MODEL UN STUDENTS TAX NOT REIMBURSED	11/21/2025	-112.34
9100000067	BMO FINANCIAL GROUP	251124 LHS SA BMO	11/24/2025	24,462.86
9100000068	AMAZON CAPITAL SERVICES	Supplies for Science Olympiad	12/05/2025	49.28

Check Listing with Detail

Community High School District #128

Check Number	Vendor Name	Invoice Description	Check Date	Amount
910000069	CICCOLINI, LUCA	REIMBURSE DONUTS FOR FUNDRAISER	12/05/2025	551.25
910000070	KARNSTEDT, PAUL	Reimbursement for Science Olympiad	12/05/2025	201.12
910000071	KLEIN, NICOLE	Reimbursement for team meals - Model UN conference 11/13- 11/16/25 (Only 11/13 JJ receipt as the others were submitted previously-BY)	12/05/2025	78.10
910000072	WAHL, MATTHEW R	BREAKFAST FOR MODEL UN STUDENTS TAX NOT REIMBURSED	12/10/2025	112.34
9242501388	TAYLOR, EMILY R	DIST WELCOME BACK LUNCH	11/20/2025	7.78
9242501389	BMO FINANCIAL GROUP	251124 DIST BMO	11/24/2025	108,823.10
9242501390	AL WARREN OIL CO INC	12/8/25 GASOLINE	12/15/2025	91,657.71
9242501391	ALBIN, RAYMOND	CELL PHONE REIMBURSEMENT JULY-DEC FY26	12/15/2025	240.00
9242501392	AMAZON CAPITAL SERVICES	Girls Golf Range Finders	12/15/2025	12,884.77
9242501393	ATHLETICO LTD	Athletic Training - December Installment	12/15/2025	19,761.96
9242501394	BASTIANI, MICHELLE E	TUITION REIMBURSEMENT FY26 COURSE # RES 7900	12/15/2025	1,350.00
9242501395	BEAGLE, DEBORAH	CELL PHONE REIMBURSEMENT JULY-DEC FY26	12/15/2025	483.18
9242501396	BELL, ASHLEY E	Science - Supplies for Honors Bio Fermentation Lab purchased by A. Bell 1. 4 pack Red Star Yeast packets 2. 4oz Mason Jars 4 pack Purchased at Jewel 11/17/25 **please see attached receipt for details**	12/15/2025	34.95
9242501397	BIRMINGHAM, CLAIRE	Staff Accompanist - Choral 11/18-12/10 69 hours	12/15/2025	2,415.00
9242501398	BLACK, TAMMIE L	Reimbursement of Hotel, Meals, Transportation & STEM Cubes from Presentation at ACTFL Convention in New Orleans, LA 11/20/25 - 11/23/25	12/15/2025	1,255.73
9242501399	BRADY, DANA R	Science - Supplies for AP Bio labs purchased by D. Brady 10/29/25 - Jewel - Osmosis Lab - Russet potatoes = \$6.34 11/02/25 - Marianos - Cerealase Enzyme Lab - Toasted Oats (Qty 4) and Kelloggs FrootLoops = \$18.03 **please see attached receipts for details**	12/15/2025	24.37
9242501400	BRANDT STOPPEK, LAURA	MEALS & UBER - CONF, BOSTON, MA	12/15/2025	323.67
9242501401	BRINKS INC	DECEMBER 2025 CASH PICK UP Scorebook	12/15/2025	374.24
9242501402	BSN SPORTS	MILEAGE & MEALS NSMC Annual Conf	12/15/2025	5,924.50
9242501403	BUDGE, TIM	in Geneva, WI 11/06 - 11/07	12/15/2025	68.70

Check Listing with Detail

Community High School District #128

Check Number	Vendor Name	Invoice Description	Check Date	Amount
9242501404	CANON FINANCIAL SERVICES INC.	SEPTEMBER 2025 CONTRACT 74433-1	12/15/2025	20,929.84
9242501405	CATON, ROSS R	Boys State Track Meet 05/29/25 - 05/31/25 Coach's meals	12/15/2025	93.92
9242501406	CDW GOVERNMENT INC	Replacement screen control button panel for Art rm LHS	12/15/2025	40,330.54
9242501407	COLOMBO, MEGAN	TUITION REIMBURSEMENT FY26 COURSE # CIL 506	12/15/2025	700.00
9242501408	COMPTON, ANDREW	Special Olympics State Tournament - Coach accommodation reimbursement	12/15/2025	142.95
9242501409	CONSTELLATION NEW ENERGY INC	766250-2 100725-110525 ELECTRIC	12/15/2025	93,531.76
9242501410	CONSTELLATION NEWENERGY-GAS DIVISION LLC	BG-10725 OCTOBER 2025 NATURAL GAS	12/15/2025	14,101.72
9242501411	CURRY, SUZANNE	Boys Cross Country - State Finals meals	12/15/2025	49.01
9242501412	DAVIS, CHRISTOPHER A	CELL PHONE REIMBURSEMENT JULY-DEC FY26	12/15/2025	518.65
9242501413	DAVIS, LISA D	Math - Meal reimbursement for L. Davis during the NCTM 2025 Annual Meeting & Exposition in Atlanta, GA 10/15-10/18/25 10/15 Lunch/Dinner = \$43.23 10/16 Breakfast/Lunch = \$33.41 10/17 Breakfast/Lunch/Dinner = \$52.66 10/18 Breakfast/Lunch = \$34.33 **please see PowerSchool for receipt details**	12/15/2025	113.30
9242501414	DAWSON, PETER E	Science - Pete Dawson - 8th Grade Articulation Snacks purchased at Woodman's Markets 12/03/25 Aquafina Hershey's dark chocolates Doritos chips packs Snyder pretzel packs **please see attached receipt**	12/15/2025	60.04
9242501415	DIAZ, CHRISTINA	2025 IAASE LEA Summit -11/12-11/15 - Meals (\$79.94) and 270.7 MILES	12/15/2025	261.43
9242501416	EAMES, CHARLOTTE	TUITION REIMBURSEMENT FY26 COURSE #'S EDU 7345 & EDU 73965	12/15/2025	3,500.00
9242501417	ELLIOTT, AMY	Target purchases for AP Bio Labs: Lemonhead, Winter O Green, GG Vinegar, M&M's, GG Cut Veg, GG Citrus	12/15/2025	41.94
9242501418	GARCIA, SHANNON L	CELL PHONE REIMBURSEMENT JULY-DEC FY26	12/15/2025	240.00
9242501419	GENESISONE	Printing/Maint (1378-01) Contract for 11/01/2025 to 11/30/2025	12/15/2025	19,221.90
9242501420	GIERMAN, KARA S	Meals - CONF, BOSTON, MA	12/15/2025	134.83
9242501421	GILBANE BUILDING COMPANY	Project LHS24-01 LHS Cafeteria Trades and CM Services	12/15/2025	681,997.28
9242501422	GOETTSCHE, JENNIFER	CELL PHONE REIMBURSEMENT JULY-DEC FY26	12/15/2025	240.00

Check Listing with Detail

Community High School District #128

Check Number	Vendor Name	Invoice Description	Check Date	Amount
9242501423	Gossler, Kelley	Reimbursement for Grade Transferer Subscription paid with her personal credit card because the company is outside the US.	12/15/2025	39.96
9242501424	GRAINGER	Low Voltage Thermostat for District Office	12/15/2025	8,174.18
9242501425	HARRIS, ALICIA G	TUITION REIMBURSEMENT FY25 COURSE #LE5259	12/15/2025	797.96
9242501426	HARTWEG, KELLI A	CELL PHONE REIMBURSEMENT JULY-DEC FY26	12/15/2025	240.00
9242501427	HEALEY, SHAWN	REIMBURSE RETIREE INSURANCE	12/15/2025	839.54
9242501428	HERRMANN, JESSICA	CELL PHONE REIMBURSEMENT JULY-DEC FY26	12/15/2025	240.00
9242501429	JONES, MICHAEL S	REIMBURSE RETIREE INSURANCE	12/15/2025	750.00
9242501430	KELLY, BRIANT	Reimbursement for parking and mileage-Joint Annual Conference Housing Details 11/21/25	12/15/2025	176.37
9242501431	KESHET	2025-26 Tuition Nov	12/15/2025	10,054.99
9242501432	KESHET	2025-26 Tuition Nov Credit Memo	12/15/2025	-55.20
9242501433	KLEIN, NICOLE	Expense reimbursement for Model UN conference 11/13 - 11/16/25	12/15/2025	76.89
9242501434	KOOPMAN, MARK	WASBO Conf HOTEL & MILEAGE	12/15/2025	585.06
9242501435	KORNEY, STEVEN H	Meals and Mileage (NSMC) 2025 Leadership Summit, Lake Geneva, WI 11/6/25 - 11/7/25	12/15/2025	89.95
9242501436	KOULENTES, THOMAS J	Reimbursement for bagels purchased for PERA meeting 11/20/25	12/15/2025	283.32
9242501437	LANDSCAPE CONCEPTS MANAGEMENT INC.	NOV 25 BRAINERD LANDSCAPE MAINT	12/15/2025	422.00
9242501438	LITTLE, JEREMY	Reimbursement for supplies purchased for Fine Arts Inclusive	12/15/2025	23.57
9242501439	LOIKA, JENNIFER	July-December cell phone reimbursement	12/15/2025	240.00
9242501440	MARTIN, GABRIELA P	World Langugages - Martin - Supplies for World Langugaes 8th Grade Articulation Meeting on 11/13/25 Case of Waterloo Sparkling Water, mixed flavors, 24 pack Frito - Lay Classic Mix, Variety Pack 54 count Purchased at Costco on 11/12/25 by G. Martin **please see attached receipt**	12/15/2025	30.30
9242501441	MCCAULOU, MICHAEL	Reimburse For Dept. Bagels	12/15/2025	18.99
9242501442	MITCHELL, BRITTANY	TUITION REIMBURSEMENT FY26 9/8/2025 - 10/19/2025	12/15/2025	845.85
9242501443	MURPHY, TEMPLE	IL Education Tech. Conf Springfield, IL Nov. 12th-14th, 2025	12/15/2025	385.41

Check Listing with Detail

Community High School District #128

Check Number	Vendor Name	Invoice Description	Check Date	Amount
9242501444	NASLUND, DYAN	REIMBURSE RETIREE INSURANCE	12/15/2025	750.00
9242501445	NIEVES, TARA R	Reimb Food for Department Meeting	12/15/2025	50.00
9242501446	NORTH SHORE INNOVATIVE INC	Tuition 2025-26 Nov	12/15/2025	5,126.72
9242501447	O'BRIEN, JOSEPH	July-December cell phone reimbursement	12/15/2025	240.00
9242501448	OVERDRIVE INC.	LHS Library half of D128 total eBook and Audiobook purchases from Overdrive for the month of September.	12/15/2025	510.44
9242501449	PARADA, MELISSA	supplies purchased for school Community closet	12/15/2025	10.50
9242501450	PEPPER	Choir supplies	12/15/2025	724.57
9242501451	PIEN, DANIEL	TUITION REIMBURSEMENT FY26 5/27/25 - 7/18/2025	12/15/2025	2,392.00
9242501452	PITNEY BOWES BANK INC RESERVE ACCOUNT	LHS POSTAGE REFILL	12/15/2025	3,000.00
9242501453	PITNEY BOWES BANK INC RESERVE ACCOUNT	DEC 25 DIST POSTAGE	12/15/2025	1,000.00
9242501454	PITNEY BOWES BANK INC RESERVE ACCOUNT	VHHS POSTAGE REFILL	12/15/2025	2,000.00
9242501455	POWERSCHOOL GROUP LLC	PowerSchool Security & Best Practices Consulting - 5 days	12/15/2025	11,274.75
9242501456	PROSISE, MARK	Science Dept Meeting-Bagels, cream cheese-food purchase & Jewel-Osco purchase for DNA Extraction Lab: cups, fruit	12/15/2025	74.37
9242501457	RAFINER, TIFFANY R	Reimbursement for Pink Flag Football Belts	12/15/2025	148.50
9242501458	REIFENBERG, ALISON	NCTE conference reimbursments	12/15/2025	278.06
9242501459	REV.COM INC.	Caption Services 11/1/25-11/30/25	12/15/2025	146.49
9242501460	RODRIGUEZ, BENJAMIN	TUITION REIMBURSEMENT FY26 8/25/2025 - 11/9/2025	12/15/2025	2,352.00
9242501461	SCHMIDT, CRAIG	NCTE conference MEALS & UBER	12/15/2025	208.85
9242501462	SHEPPARD, JENNIFER L	Travel expense reimbursement	12/15/2025	506.88
9242501463	SHERWIN-WILLIAMS CO.	Paint Supplies	12/15/2025	708.20
9242501464	SIEMENS INDUSTRY INC.	Power Supply Unit replacement in Main Server Room at LHS	12/15/2025	955.00
9242501465	SILVERBERG, MEAGAN	July-December cell phone reimbursement	12/15/2025	523.00
9242501466	SL VERNON HILLS LLC	District Office Rent-JAN 2026	12/15/2025	17,961.65
9242501467	STEVENS, DAVID OLE	REIMBURSE RETIREE INSURANCE	12/15/2025	3,000.00
9242501468	STILLING, GREGORY	July-December cell phone reimbursement	12/15/2025	1,378.38

Check Listing with Detail

Community High School District #128

Check Number	Vendor Name	Invoice Description	Check Date	Amount
9242501469	STRONG, CHARLES E	TUITION REIMBURSEMENT FY25 1/20/2025 - 5/12/2025 & 6/9/2025 - 7/31/2025	12/15/2025	1,379.60
9242501470	SUNDELL, RANDOLPH W	Band Fest Conductor 11/19/25	12/15/2025	350.00
9242501471	SUTIC, DANILO	WIDA 2025 Annual Conference reimbursement	12/15/2025	667.45
9242501472	SZKODYN, CAROL	reimbursement for Joint Annual Conference 11/25	12/15/2025	30.87
9242501473	TANGORRA, LAUNA	ICTW Conference 10/14/25 reimbursement	12/15/2025	70.28
9242501474	TAYLOR, BRYSON	Boys Cross Country State Finals - Coach meals	12/15/2025	59.76
9242501475	THERMFLO INC.	Service Agreement Renewal - Agreement #SC3311	12/15/2025	2,957.00
9242501476	TODORIC, MARY	Milage Reimbursement for INSPRA October Tips and Tactics	12/15/2025	63.00
9242501477	ULIKS, JENNIFER	July-December cell phone reimbursement	12/15/2025	240.00
9242501478	WAHL, MATTHEW R	Reimbursement for expenses -Model UN conference at Notre Dame	12/15/2025	72.59
9242501479	WALLACE ACADEMY LLC	2025-26 Tuition Nov	12/15/2025	24,387.84
9242501480	WATTERS, BRANDON N	Dry Ice purchased by teacher for Chemistry Lab in class	12/15/2025	15.78
9242501481	WOODS, JOHN R	July-December cell phone reimbursement	12/15/2025	441.01
9242501482	YOUNG, RICHARD A	July-December cell phone reimbursement	12/15/2025	494.80
9242501483	ZYRKOWSKI, MERISSA M	Professional Learning-Conference: The Neuroscience of Belonging (2nd Session), Mileage, parking	12/15/2025	73.69
			Grand Total:	5,214,245.46

To: Board of Education
From: Dan Stanley, Assistant Superintendent for Finance/CSBO
Cc: Marc Schaffer, Ed.D., Superintendent
Date: December 10, 2025
Re: August 2025 Financial Reports

August 2025 Financial Reports

Included are financial reports for August 2025, which is 16.7% of the way through FY26. We are still working to catch up on our month end reporting due to the transition to the new Skyward financial system. We anticipate being caught up within the next few months.

Below are links to the more detailed reports. These will look a bit different as they are run in the new system.

[2025-08 Revenue Report by Fund](#)

[2025-08 Expenditure Report by Object By Fund](#)

[2025-08 Expenditure Report by Function by Fund](#)

Revenues for the month totalled \$3,489,302.19 bringing year-to-date revenues to \$57,907,918.85 or 52% of budget. Notable revenues include \$254,669.68 in interest income (25% of budget) and \$194,618 in our first two EBF (state funding) distributions.

Expenditures for the month totalled \$7,964,400.81, bringing year-to-date expenditures to \$13,024,178.13 or 10.9% of budget. For Operating Funds, expenditures are at 10.3% of budget, which is more accurate for operations.

Fund balance for the month decreased by \$4,475,098.62 to \$83,518,461.46.

August 2025 Investment Reports

Attached are the monthly investment reports. The weighted yield increased to 3.728% from 3.679% in the previous month. We did outperform both benchmarks of total marketable securities (3.415%) and CPI (2.9%) for the month.

COMMUNITY HIGH SCHOOL DISTRICT NO. 128

TREASURER'S REPORT

ALL FUNDS

August 31, 2025

CASH BALANCE PER BOOKS

Education Fund	69,291,909.62
Operations and Maintenance Fund	8,632,078.65
Debt Service Fund	-
Transportation Fund	1,940,526.94
Retirement Fund	2,211,116.15
Capital Projects Fund	(3,015,610.30)
Working Cash Fund	4,223,339.65
Tort Fund	(59,107.94)

TOTALS: **\$ 83,224,252.77**

Certified by:



Dan Stanley, Treasurer

BANK BALANCES & INVESTMENTS

<u>Libertyville Bank & Trust</u>	
Operating & Payroll	6,685,550.46
RevTrak	107,504.23
Heartland	0.00
Community Ed	23,417.84
Imprest	58,660.31
	<u>6,875,132.84</u>

<u>Investments</u>	
MaxSafe	27,967,539.05
PMA - Investments	0.00
PMA - LIQ	0.00
PMA - MAX	3,157,877.64
Fifth Third	45,223,703.24
	<u>76,349,119.93</u>

TOTALS: **\$ 83,224,252.77**

COMMUNITY HIGH SCHOOL DISTRICT NO. 128

STATEMENT OF FINANCIAL POSITION

ALL FUNDS

AUGUST 31, 2025

	<i>General Fund</i>						<i>General Fund</i>	<i>General Fund</i>	10+20+40+50+70+80 Total Operating	Total All Funds
	10 Education	20 Oper. & Maint.	30 Debt Services	40 Transportation	50 IMRF/SS	60 Capital Projects	70 Working Cash	80 Tort		
ASSETS										
Libertyville Bank & Trust - Operating	5,803,216.21	1,706,906.85	-	1,197,937.57	516,226.25	(3,015,610.30)	535,981.82	(59,107.94)	9,701,160.76	6,685,550.46
Libertyville Bank & Trust - RevTrak	103,604.23	-	-	3,900.00	-	-	-	-	107,504.23	107,504.23
Libertyville Bank & Trust - Heartland	-	-	-	-	-	-	-	-	-	-
Libertyville Bank & Trust - Community Ed	23,417.84	-	-	-	-	-	-	-	23,417.84	23,417.84
Libertyville Bank & Trust - MaxSafe	15,452,344.52	6,593,198.75	-	626,050.93	1,623,410.36	-	3,672,534.49	-	27,967,539.05	27,967,539.05
Libertyville Bank & Trust - Imprest	58,636.72	23.59	-	-	-	-	-	-	58,660.31	58,660.31
PMA - Investments	-	-	-	-	-	-	-	-	-	-
PMA - LIQ	-	-	-	-	-	-	-	-	-	-
PMA - MAX	2,626,986.86	331,949.46	-	112,638.44	71,479.54	-	14,823.34	-	3,157,877.64	3,157,877.64
Fifth Third Securities	45,223,703.24	-	-	-	-	-	-	-	45,223,703.24	45,223,703.24
Petty Cash	-	-	-	-	-	-	-	-	-	-
TOTAL ASSETS	69,291,909.62	8,632,078.65	-	1,940,526.94	2,211,116.15	(3,015,610.30)	4,223,339.65	(59,107.94)	86,239,863.07	83,224,252.77
LIABILITIES & FUND BALANCE										
LIABILITIES										
P-Card Payable	(70,477.19)	-	-	-	-	-	-	-	(70,477.19)	(70,477.19)
Due to Activity Funds	13,009.16	-	-	-	-	-	-	-	13,009.16	13,009.16
Insurance Payable	(1,892.40)	-	-	-	-	-	-	-	(1,892.40)	(1,892.40)
Deferred Revenues	-	-	-	-	-	-	-	-	-	-
Accounts Payable	101.49	563.08	-	(227,351.21)	-	-	-	-	(226,686.64)	(226,686.64)
Payroll Payable	(7,873.18)	-	-	-	(288.44)	-	-	-	(8,161.62)	(8,161.62)
Security Deposit Payable	-	-	-	-	-	-	-	-	-	-
Total Liabilities	(67,132.12)	563.08	-	(227,351.21)	(288.44)	-	-	-	(294,208.69)	(294,208.69)
FUND BALANCE										
Fund Balance	69,359,041.74	8,631,515.57	-	2,167,878.15	2,211,404.59	(3,015,610.30)	4,223,339.65	(59,107.94)	86,534,071.76	83,518,461.46
Total Fund Balance	69,359,041.74	8,631,515.57	-	2,167,878.15	2,211,404.59	(3,015,610.30)	4,223,339.65	(59,107.94)	86,534,071.76	83,518,461.46
TOTAL LIABILITIES & FUND BALANCE	69,291,909.62	8,632,078.65	-	1,940,526.94	2,211,116.15	(3,015,610.30)	4,223,339.65	(59,107.94)	86,239,863.07	83,224,252.77

COMMUNITY HIGH SCHOOL DISTRICT NO. 128
SUMMARY STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
ALL FUNDS
FOR THE MONTH ENDED AUGUST 31, 2025

	<i>General Fund</i>						<i>General Fund</i>	<i>General Fund</i>		
	10	20	30	40	50	60	70	80	10+20+40+50+70+80	
	Education	Oper. & Maint.	Debt Services	Transportation	IMRF/SS	Capital Projects	Working Cash	Tort	Total Operating	Total All Funds
REVENUES										
Local Sources	2,695,674.14	367,654.68	-	114,759.14	76,978.73	-	27,263.79	16,597.04	3,298,927.52	3,298,927.52
State Sources	194,618.00	-	-	-	-	-	-	-	194,618.00	194,618.00
Federal Sources	(4,243.33)	-	-	-	-	-	-	-	(4,243.33)	(4,243.33)
Total Revenues	2,886,048.81	367,654.68	-	114,759.14	76,978.73	-	27,263.79	16,597.04	3,489,302.19	3,489,302.19
EXPENDITURES										
Salaries	2,943,920.94	55,922.52	-	5,328.00	-	-	-	-	3,005,171.46	3,005,171.46
Benefits	649,065.49	8,954.52	-	1,455.94	129,641.74	-	-	-	789,117.69	789,117.69
Purchased Services	213,394.53	351,015.81	-	66,594.23	-	-	-	-	631,004.57	631,004.57
Supplies	389,016.67	162,663.77	-	233.31	-	-	-	-	551,913.75	551,913.75
Capital Outlay	-	725,238.35	-	-	-	1,737,903.27	-	-	725,238.35	2,463,141.62
Other	502,646.47	-	-	-	-	-	-	-	502,646.47	502,646.47
Non-Capitalized Equip.	19,628.45	-	-	-	-	-	-	-	19,628.45	19,628.45
Termination Benefits	1,776.80	-	-	-	-	-	-	-	1,776.80	1,776.80
Total Expenditures	4,719,449.35	1,303,794.97	-	73,611.48	129,641.74	1,737,903.27	-	-	6,226,497.54	7,964,400.81
Excess (deficiency) of revenues over expenditures	(1,833,400.54)	(936,140.29)	-	41,147.66	(52,663.01)	(1,737,903.27)	27,263.79	16,597.04	(2,737,195.35)	(4,475,098.62)
OTHER FINANCING SOURCES (USES)										
Transfers	-	-	-	-	-	-	-	-	-	-
Total other financing sources (uses)	-	-	-	-	-	-	-	-	-	-
Net changes in fund balances	(1,833,400.54)	(936,140.29)	-	41,147.66	(52,663.01)	(1,737,903.27)	27,263.79	16,597.04	(2,737,195.35)	(4,475,098.62)
Fund Balance: 07/31/2025	71,192,442.28	9,567,655.86	-	2,126,730.49	2,264,067.60	(1,277,707.03)	4,196,075.86	(75,704.98)	81,075,766.84	87,993,560.08
Fund Balance: 08/31/2025	\$ 69,359,041.74	\$ 8,631,515.57	\$ -	\$ 2,167,878.15	\$ 2,211,404.59	\$ (3,015,610.30)	\$ 4,223,339.65	\$ (59,107.94)	\$ 86,534,071.76	\$ 83,518,461.46

COMMUNITY HIGH SCHOOL DISTRICT NO. 128
SUMMARY STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
ALL FUNDS
FOR YEAR ENDED JUNE 30, 2026

	<i>General Fund</i>						<i>General Fund</i>	<i>General Fund</i>		
	10	20	30	40	50	60	70	80	10+20+40+50+70+80	
	Education	Oper. & Maint.	Debt Services	Transportation	IMRF/SS	Capital Projects	Working Cash	Tort	Total Operating	Total All Funds
REVENUES										
Local Sources	47,125,785.92	6,352,329.82	-	2,136,089.73	1,365,627.88	-	311,835.11	314,217.11	57,605,885.57	57,605,885.57
State Sources	199,043.52	-	-	-	-	-	-	-	199,043.52	199,043.52
Federal Sources	96,989.76	-	-	-	-	-	-	-	96,989.76	96,989.76
Total Revenues	47,421,819.20	6,352,329.82	-	2,136,089.73	1,365,627.88	-	311,835.11	314,217.11	57,901,918.85	57,901,918.85
EXPENDITURES										
Salaries	3,780,837.12	109,781.88	-	10,656.00	-	-	-	-	3,901,275.00	3,901,275.00
Benefits	847,475.49	18,009.04	-	2,911.88	230,128.82	-	-	-	1,098,525.23	1,098,525.23
Purchased Services	443,011.93	686,583.62	-	69,654.23	-	-	-	529,598.00	1,728,847.78	1,728,847.78
Supplies	828,277.19	306,519.43	-	1,434.49	-	-	-	-	1,136,231.11	1,136,231.11
Capital Outlay	43,774.70	1,368,455.71	-	-	-	3,015,610.30	-	-	1,412,230.41	4,427,840.71
Other	622,080.65	110.00	-	-	-	-	-	-	622,190.65	622,190.65
Non-Capitalized Equip.	73,267.42	7,700.00	-	-	-	-	-	-	80,967.42	80,967.42
Termination Benefits	28,300.23	-	-	-	-	-	-	-	28,300.23	28,300.23
Total Expenditures	6,667,024.73	2,497,159.68	-	84,656.60	230,128.82	3,015,610.30	-	529,598.00	10,008,567.83	13,024,178.13
Excess (deficiency) of revenues over expenditures	40,754,794.47	3,855,170.14	-	2,051,433.13	1,135,499.06	(3,015,610.30)	311,835.11	(215,380.89)	47,893,351.02	44,877,740.72
OTHER FINANCING SOURCES (USES)										
Transfers	-	-	-	-	-	-	-	-	-	-
Total other financing sources (uses)	-	-	-	-	-	-	-	-	-	-
Net changes in fund balances	40,754,794.47	3,855,170.14	-	2,051,433.13	1,135,499.06	(3,015,610.30)	311,835.11	(215,380.89)	47,893,351.02	44,877,740.72
Fund Balance: 06/30/2025	28,604,247.27	4,776,345.43	-	116,445.02	1,075,905.53	-	3,911,504.54	156,272.95	38,640,720.74	38,640,720.74
Fund Balance: 08/31/2025	\$ 69,359,041.74	\$ 8,631,515.57	\$ -	\$ 2,167,878.15	\$ 2,211,404.59	\$ (3,015,610.30)	\$ 4,223,339.65	\$ (59,107.94)	\$ 86,534,071.76	\$ 83,518,461.46

Revenue Report

8/31/2025

% of Fiscal Year Completed **16.7%**

	MTD August	YTD Actual	FY 2025 Budget	Budget Balance	% Budget Received
Education Fund					
Local Revenue	2,695,674.14	47,125,785.92	86,156,000.00	39,030,214.08	54.7%
State Revenue	194,618.00	199,043.52	2,775,000.00	2,575,956.48	7.2%
Federal Revenue	(4,243.33)	96,989.76	1,639,000.00	1,542,010.24	5.9%
Subtotal Education Fund	2,886,048.81	47,421,819.20	90,570,000.00	43,148,180.80	52.4%
Transfers	-	-	-	-	#DIV/0!
Total Education Fund	2,886,048.81	47,421,819.20	90,570,000.00	43,148,180.80	52.4%
Operations & Maintenance Fund					
Local Revenue	367,654.68	6,352,329.82	11,678,200.00	5,325,870.18	54.4%
State Revenue	-	-	50,000.00	50,000.00	0.0%
Federal Revenue	-	-	-	-	#DIV/0!
Subtotal O & M Fund	367,654.68	6,352,329.82	11,728,200.00	5,375,870.18	54.2%
Transfers	-	-	-	-	#DIV/0!
Total O&M Fund	367,654.68	6,352,329.82	11,728,200.00	5,375,870.18	54.2%
Debt Service Fund					
Local Revenue	-	-	-	-	#DIV/0!
Subtotal Debt Service Fund	-	-	-	-	#DIV/0!
Transfers	-	-	-	-	#DIV/0!
Total Debt Service Fund	-	-	-	-	#DIV/0!
Transportation Fund					
Local Revenue	114,759.14	2,136,089.73	3,871,500.00	1,735,410.27	55.2%
State Revenue	-	-	1,475,000.00	1,475,000.00	0.0%
Subtotal Transportation Fund	114,759.14	2,136,089.73	5,346,500.00	3,210,410.27	40.0%
Transfers	-	-	-	-	#DIV/0!
Total Transportation Fund	114,759.14	2,136,089.73	5,346,500.00	3,210,410.27	40.0%
Retirement Fund					
Local Revenue	76,978.73	1,365,627.88	2,519,600.00	1,153,972.12	54.2%
Subtotal Retirement Fund	76,978.73	1,365,627.88	2,519,600.00	1,153,972.12	54.2%
Total Retirement Fund	76,978.73	1,365,627.88	2,519,600.00	1,153,972.12	54.2%
Capital Projects Fund					
Local Revenue	-	-	-	-	#DIV/0!
Subtotal Cap. Projects Fund	-	-	-	-	#DIV/0!
Transfers	-	-	-	-	#DIV/0!
Total Cap. Projects Fund	-	-	-	-	#DIV/0!
Working Cash Fund					
Local Revenue	27,263.79	311,835.11	598,400.00	286,564.89	52.1%
Subtotal Working Cash Fund	27,263.79	311,835.11	598,400.00	286,564.89	52.1%
Transfers	-	-	-	-	#DIV/0!
Total Working Cash Fund	27,263.79	311,835.11	598,400.00	286,564.89	52.1%
Tort Fund					
Local Revenue	16,597.04	314,217.11	560,200.00	245,982.89	56.1%
Subtotal Working Cash Fund	16,597.04	314,217.11	560,200.00	245,982.89	56.1%
Total Working Cash Fund	16,597.04	314,217.11	560,200.00	245,982.89	56.1%
All Funds					
Local Revenue	3,298,927.52	57,605,885.57	105,383,900.00	47,778,014.43	54.7%
State Revenue	194,618.00	199,043.52	4,300,000.00	4,100,956.48	4.6%
Federal Revenue	(4,243.33)	96,989.76	1,639,000.00	1,542,010.24	5.9%
Subtotal All Funds	3,489,302.19	57,901,918.85	111,322,900.00	53,420,981.15	52.0%
Transfers	-	-	-	-	#DIV/0!
Total All Funds	3,489,302.19	57,901,918.85	111,322,900.00	53,420,981.15	52.0%

Expenditure Report

8/31/2025

% of Fiscal Year Completed 16.7%

	MTD August	YTD Actual	YTD Encumbrances	FY 2025 Budget	Budget Balance	% Budget Expended
Education Fund						
Salaries	2,943,920.94	3,780,837.12	-	63,258,655.44	59,477,818.32	6.0%
Benefits	649,065.49	847,475.49	-	11,672,384.68	10,824,909.19	7.3%
Purchased Services	213,394.53	443,011.93	80,658.83	3,480,742.86	2,957,072.10	15.0%
Supplies	389,016.67	828,277.19	314,987.40	3,299,067.17	2,155,802.58	34.7%
Capital Outlay	-	43,774.70	142,659.35	644,800.00	458,365.95	28.9%
Other	502,646.47	622,080.65	21,487.30	6,288,667.00	5,645,099.05	10.2%
Non-Capitalized Equipment	19,628.45	73,267.42	159,365.22	830,766.97	598,134.33	28.0%
Termination Benefits	1,776.80	28,300.23	-	-	(28,300.23)	#DIV/0!
Subtotal Education Fund	4,719,449.35	6,667,024.73	719,158.10	89,475,084.12	82,088,901.29	8.3%
Transfers	-	-	-	-	-	#DIV/0!
Total Education Fund	4,719,449.35	6,667,024.73	719,158.10	89,475,084.12	82,088,901.29	8.3%
Operations and Maintenance Fund						
Salaries	55,922.52	109,781.88	-	715,836.00	606,054.12	15.3%
Benefits	8,954.52	18,009.04	-	91,454.00	73,444.96	19.7%
Purchased Services	351,015.81	686,583.62	213,133.56	4,518,059.25	3,618,342.07	19.9%
Supplies	162,663.77	306,519.43	32,670.67	2,140,731.50	1,801,541.40	15.8%
Capital Outlay	725,238.35	1,368,455.71	338,847.19	4,660,000.00	2,952,697.10	36.6%
Other	-	110.00	-	21,000.00	20,890.00	0.5%
Non-Capitalized Equipment	-	7,700.00	9,951.96	93,000.00	75,348.04	19.0%
Term Benefits	-	-	-	-	-	#DIV/0!
Subtotal O&M Fund	1,303,794.97	2,497,159.68	594,603.38	12,240,080.75	9,148,317.69	25.3%
Transfers	-	-	-	-	-	#DIV/0!
Total O&M Fund	1,303,794.97	2,497,159.68	594,603.38	12,240,080.75	9,148,317.69	25.3%
Debt Service Fund						
Purchased Services	-	-	-	-	-	#DIV/0!
Other	-	-	-	-	-	#DIV/0!
Subtotal Debt Service Fund	-	-	-	-	-	-
Transfers	-	-	-	-	-	#DIV/0!
Total Debt Service Fund	-	-	-	-	-	-
Transportation Fund						
Salaries	5,328.00	10,656.00	-	69,436.00	58,780.00	15.3%
Benefits	1,455.94	2,911.88	-	17,400.00	14,488.12	16.7%
Purchased Services	66,594.23	69,654.23	-	4,840,819.42	4,771,165.19	1.4%
Supplies	233.31	1,434.49	-	213,000.00	211,565.51	0.7%
Capital Outlay	-	-	-	-	-	#DIV/0!
Subtotal Trans. Fund	73,611.48	84,656.60	-	5,140,655.42	5,055,998.82	1.6%
Transfers	-	-	-	-	-	-
Total Trans. Fund	73,611.48	84,656.60	-	5,140,655.42	5,055,998.82	1.6%
Retirement Fund						
Benefits	129,641.74	230,128.82	-	2,390,849.02	2,160,720.20	9.6%
Subtotal Retirement Fund	129,641.74	230,128.82	-	2,390,849.02	2,160,720.20	9.6%
Total Retirement Fund	129,641.74	230,128.82	-	2,390,849.02	2,160,720.20	9.6%
Capital Projects Fund						
Capital Outlay	1,737,903.27	3,015,610.30	178,747.80	9,600,000.00	6,405,641.90	33.3%
Subtotal Cap. Projects Fund	1,737,903.27	3,015,610.30	178,747.80	9,600,000.00	6,405,641.90	33.3%
Total Cap. Projects Fund	1,737,903.27	3,015,610.30	178,747.80	9,600,000.00	6,405,641.90	33.3%
Working Cash Fund						
Transfers	-	-	-	-	-	-
Total Working Cash Fund	-	-	-	-	-	No Bud
Tort Fund						
Purchased Services	-	529,598.00	-	539,598.00	10,000.00	98.1%
Subtotal Retirement Fund	-	529,598.00	-	539,598.00	10,000.00	98.1%
Total Retirement Fund	-	529,598.00	-	539,598.00	10,000.00	98.1%
All Funds						
Salaries	3,005,171.46	3,901,275.00	-	64,043,927.44	60,142,652.44	6.1%
Benefits	789,117.69	1,098,525.23	-	14,172,087.70	13,073,562.47	7.8%
Purchased Services	631,004.57	1,728,847.78	293,792.39	13,379,219.53	11,356,579.36	15.1%
Supplies	551,913.75	1,136,231.11	347,658.07	5,652,798.67	4,168,909.49	26.3%
Capital Outlay	2,463,141.62	4,427,840.71	660,254.34	14,904,800.00	9,816,704.95	34.1%
Other	502,646.47	622,190.65	21,487.30	6,309,667.00	5,665,989.05	10.2%
Non-Capitalized Equipment	19,628.45	80,967.42	169,317.18	923,766.97	673,482.37	27.1%
Termination Benefits	1,776.80	28,300.23	-	-	(28,300.23)	#DIV/0!
Subtotal All Funds	7,964,400.81	13,024,178.13	1,492,509.28	119,386,267.31	104,869,579.90	12.2%
Transfers	-	-	-	-	-	No Bud
Total All Funds	7,964,400.81	13,024,178.13	1,492,509.28	119,386,267.31	104,869,579.90	12.2%

Revenue Detail Report

8/31/2025

% of Fiscal Year Completed 16.7%

	MTD July	MTD August	YTD Actual	FY 2025 Budget	Budget Balance	% Budget Received
Education Fund						
Local Sources						
Property Tax Receipts	43,120,186.51	2,407,091.49	45,527,278.00	80,967,000.00	35,439,722.00	56.2%
CPPRT	207,974.43	35,734.28	243,708.71	1,260,000.00	1,016,291.29	19.3%
Tuition	19,613.08	392.00	20,005.08	550,000.00	529,994.92	3.6%
Interest	194,476.70	212,275.35	406,752.05	1,448,000.00	1,041,247.95	28.1%
Food Service	-	-	-	-	-	#DIV/0!
District/School Activity	886,302.08	35,066.00	921,368.08	1,599,200.00	677,831.92	57.6%
Textbooks	-	-	-	-	-	#DIV/0!
Other Local Revenue	1,558.98	5,115.02	6,674.00	331,800.00	325,126.00	2.0%
Local Revenue	44,430,111.78	2,695,674.14	47,125,785.92	86,156,000.00	39,030,214.08	54.7%
State Sources						
Evidence Based Funding	-	194,618.00	194,618.00	2,144,000.00	1,949,382.00	9.1%
Spec. Ed. Private Facility	-	-	-	525,000.00	525,000.00	0.0%
Spec. Ed. Orphanage	-	-	-	-	-	#DIV/0!
CTEI	4,425.52	-	4,425.52	46,000.00	41,574.48	9.6%
Driver's Ed	-	-	-	60,000.00	60,000.00	0.0%
Other State Revenue	-	-	-	-	-	#DIV/0!
State Revenue	4,425.52	194,618.00	199,043.52	2,775,000.00	2,575,956.48	7.2%
Federal Sources						
Title I - Low Income	23,570.00	-	23,570.00	80,000.00	56,430.00	29.5%
Title IV - Drug Free	6,011.00	-	6,011.00	10,000.00	3,989.00	60.1%
IDEA Flow Through	4,709.00	-	4,709.00	680,000.00	675,291.00	0.7%
IDEA Room & Board	19,582.56	-	19,582.56	500,000.00	480,417.44	3.9%
CTE - Perkins	1,264.61	-	1,264.61	26,000.00	24,735.39	4.9%
Title III - LIPLEP	160.00	-	160.00	13,000.00	12,840.00	1.2%
Title II - Teacher Quality	38,822.00	-	38,822.00	40,000.00	1,178.00	97.1%
Medicaid	5,696.92	-	5,696.92	200,000.00	194,303.08	2.8%
Other Federal - STEP/ESSER	1,417.00	(4,243.33)	(2,826.33)	70,000.00	72,826.33	-4.0%
Other Federal - E-Rate	-	-	-	20,000.00	20,000.00	0.0%
Federal Revenue	101,233.09	(4,243.33)	96,989.76	1,639,000.00	1,542,010.24	5.9%
Subtotal Education Fund	44,535,770.39	2,886,048.81	47,421,819.20	90,570,000.00	43,148,180.80	52.4%
Transfers	-	-	-	-	-	#DIV/0!
Total Education Fund	44,535,770.39	2,886,048.81	47,421,819.20	90,570,000.00	43,148,180.80	52.4%
Operations & Maintenance Fund						
Local Sources						
Property Tax Receipts	5,945,836.22	331,949.46	6,277,785.68	11,166,200.00	4,888,414.32	56.2%
Interest	34,361.52	22,333.99	56,695.51	300,000.00	243,304.49	18.9%
Other Local Revenue	4,477.40	13,371.23	17,848.63	212,000.00	194,151.37	8.4%
Local Revenue	5,984,675.14	367,654.68	6,352,329.82	11,678,200.00	5,325,870.18	54.4%
State Sources						
Other State Revenue	-	-	-	50,000.00	50,000.00	0.0%
State Revenue	-	-	-	50,000.00	50,000.00	0.0%
Federal Sources						
Other Federal (ESSER)	-	-	-	-	-	#DIV/0!
Federal Revenue	-	-	-	-	-	#DIV/0!
Subtotal O & M Fund	5,984,675.14	367,654.68	6,352,329.82	11,728,200.00	5,375,870.18	54.2%
Transfers	-	-	-	-	-	#DIV/0!
Total O&M Fund	5,984,675.14	367,654.68	6,352,329.82	11,728,200.00	5,375,870.18	54.2%
Debt Service Fund						
Local Sources						
Property Tax Receipts	-	-	-	-	-	#DIV/0!

Revenue Detail Report

8/31/2025

% of Fiscal Year Completed 16.7%

	MTD July	MTD August	YTD Actual	FY 2025 Budget	Budget Balance	% Budget Received
Interest	-	-	-	-	-	#DIV/0!
Local Revenue	-	-	-	-	-	#DIV/0!
Subtotal Debt Service Fund	-	-	-	-	-	#DIV/0!
Transfers/Other Sources	-	-	-	-	-	#DIV/0!
Total Debt Service Fund	-	-	-	-	-	#DIV/0!
Transportation Fund						
Local Sources						
Property Tax Receipts	2,017,817.82	112,638.44	2,130,456.26	3,788,500.00	1,658,043.74	56.2%
Summer School Trans Fees	250.00	-	250.00	8,000.00	7,750.00	3.1%
Interest	3,262.77	2,120.70	5,383.47	75,000.00	69,616.53	7.2%
Other Local Revenue	-	-	-	-	-	#DIV/0!
Local Revenue	2,021,330.59	114,759.14	2,136,089.73	3,871,500.00	1,735,410.27	55.2%
State Sources						
Transportation	-	-	-	1,475,000.00	1,475,000.00	0.0%
State Revenue	-	-	-	1,475,000.00	1,475,000.00	0.0%
Subtotal Transportation Fund	2,021,330.59	114,759.14	2,136,089.73	5,346,500.00	3,210,410.27	40.0%
Transfers	-	-	-	-	-	#DIV/0!
Total Transportation Fund	2,021,330.59	114,759.14	2,136,089.73	5,346,500.00	3,210,410.27	40.0%
Retirement Fund						
Local Sources						
Property Tax Receipts	1,280,188.48	71,479.54	1,351,668.02	2,404,600.00	1,052,931.98	56.2%
CPPRT	-	-	-	40,000.00	40,000.00	0.0%
Interest	8,460.67	5,499.19	13,959.86	75,000.00	61,040.14	18.6%
Local Revenue	1,288,649.15	76,978.73	1,365,627.88	2,519,600.00	1,153,972.12	54.2%
Subtotal Retirement Fund	1,288,649.15	76,978.73	1,365,627.88	2,519,600.00	1,153,972.12	54.2%
Total Retirement Fund	1,288,649.15	76,978.73	1,365,627.88	2,519,600.00	1,153,972.12	54.2%
Capital Projects Fund						
Local Sources						
Interest	-	-	-	-	-	#DIV/0!
Other Local Revenue	-	-	-	-	-	#DIV/0!
Local Revenue	-	-	-	-	-	#DIV/0!
Subtotal Cap. Projects Fund	-	-	-	-	-	#DIV/0!
Transfers	-	-	-	-	-	#DIV/0!
Total Cap. Projects Fund	-	-	-	-	-	#DIV/0!
Working Cash Fund						
Local Sources						
Property Tax Receipts	265,431.31	14,823.34	280,254.65	498,400.00	218,145.35	56.2%
Interest	19,140.01	12,440.45	31,580.46	100,000.00	68,419.54	31.6%
Local Revenue	284,571.32	27,263.79	311,835.11	598,400.00	286,564.89	52.1%
Subtotal Working Cash Fund	284,571.32	27,263.79	311,835.11	598,400.00	286,564.89	52.1%
Other Sources	-	-	-	-	-	#DIV/0!
Total Working Cash Fund	284,571.32	27,263.79	311,835.11	598,400.00	286,564.89	52.1%
Tort Fund						
Local Sources						
Property Tax Receipts	297,311.70	16,597.04	313,908.74	558,200.00	244,291.26	56.2%
Interest	308.37	-	308.37	2,000.00	1,691.63	15.4%
Other Local Revenue	-	-	-	-	-	#DIV/0!
Local Revenue	297,620.07	16,597.04	314,217.11	560,200.00	245,982.89	56.1%

Revenue Detail Report

8/31/2025

% of Fiscal Year Completed 16.7%

	MTD July	MTD August	YTD Actual	FY 2025 Budget	Budget Balance	% Budget Received
Subtotal Tort Fund	297,620.07	16,597.04	314,217.11	560,200.00	245,982.89	56.1%
Other Sources	-	-	-	-	-	#DIV/0!
Total Tort Fund	297,620.07	16,597.04	314,217.11	560,200.00	245,982.89	56.1%
All Funds						
Local Sources						
Property Tax Receipts	52,926,772.04	2,954,579.31	55,881,351.35	99,382,900.00	43,501,548.65	56.2%
CPPRT	207,974.43	35,734.28	243,708.71	1,300,000.00	1,056,291.29	18.7%
Tuition	19,613.08	392.00	20,005.08	550,000.00	529,994.92	3.6%
Transportation Fees	250.00	-	250.00	8,000.00	7,750.00	3.1%
Interest	260,010.04	254,669.68	514,679.72	2,000,000.00	1,485,320.28	25.7%
Food Service	-	-	-	-	-	#DIV/0!
District/School Activity	886,302.08	35,066.00	921,368.08	1,599,200.00	677,831.92	57.6%
Textbooks	-	-	-	-	-	#DIV/0!
Other Local Revenue	6,036.38	18,486.25	24,522.63	543,800.00	519,277.37	4.5%
Local Revenue	54,306,958.05	3,298,927.52	57,605,885.57	105,383,900.00	47,778,014.43	54.7%
State Sources						
Evidence Based Funding	-	194,618.00	194,618.00	2,144,000.00	1,949,382.00	9.1%
Spec. Ed. Private Facility	-	-	-	525,000.00	525,000.00	0.0%
Spec. Ed. Orphanage	-	-	-	-	-	#DIV/0!
CTEI	4,425.52	-	4,425.52	46,000.00	41,574.48	9.6%
Driver's Ed	-	-	-	60,000.00	60,000.00	0.0%
Transportation	-	-	-	1,475,000.00	1,475,000.00	0.0%
Other State Revenue	-	-	-	50,000.00	50,000.00	0.0%
State Revenue	4,425.52	194,618.00	199,043.52	4,300,000.00	4,100,956.48	4.6%
Federal Sources						
Title I - Low Income	23,570.00	-	23,570.00	80,000.00	56,430.00	29.5%
Title IV - Drug Free	6,011.00	-	6,011.00	10,000.00	3,989.00	60.1%
IDEA Flow Through	4,709.00	-	4,709.00	680,000.00	675,291.00	0.7%
IDEA Room & Board	19,582.56	-	19,582.56	500,000.00	480,417.44	3.9%
CTE - Perkins	1,264.61	-	1,264.61	26,000.00	24,735.39	4.9%
Title III - LIPLP	160.00	-	160.00	13,000.00	12,840.00	1.2%
Title II - Teacher Quality	38,822.00	-	38,822.00	40,000.00	1,178.00	97.1%
Medicaid	5,696.92	-	5,696.92	200,000.00	194,303.08	2.8%
Other Federal - STEP/ESSER	1,417.00	(4,243.33)	(2,826.33)	70,000.00	72,826.33	-4.0%
Other Federal - E-Rate	-	-	-	20,000.00	20,000.00	0.0%
Federal Revenue	101,233.09	(4,243.33)	96,989.76	1,639,000.00	1,542,010.24	5.9%
Subtotal All Funds	54,412,616.66	3,489,302.19	57,901,918.85	111,322,900.00	53,420,981.15	52.0%
Transfers	-	-	-	-	-	#DIV/0!
Total All Funds	54,412,616.66	3,489,302.19	57,901,918.85	111,322,900.00	53,420,981.15	52.0%

Expenditure Detail Report

8/31/2025

% of Fiscal Year Complete: 16.7%

	MTD July	MTD August	YTD Actual	YTD Encumbrances	FY 2025 Budget	Budget Balance	% Budget Expensed
Education Fund							
Salaries							
Admin Salaries	373,477.62	498,532.75	872,010.37	-	8,250,193.00	7,378,182.63	10.6%
Teacher Salaries	15,588.00	1,680,636.08	1,696,224.08	-	39,562,166.00	37,865,941.92	4.3%
ESP Salaries	298,116.34	487,221.00	785,337.34	-	8,441,348.00	7,656,010.66	9.3%
Bonus	-	-	-	-	-	-	#DIV/0!
Vacation Buy-Back	-	-	-	-	158,417.00	158,417.00	0.0%
Transport. Allowance	1,883.34	1,883.34	3,766.68	-	22,480.00	18,713.32	16.8%
Overtime	2,109.04	3,782.18	5,891.22	-	134,000.00	128,108.78	4.4%
Stipends	(488.06)	5,401.95	4,913.89	-	4,757,506.44	4,752,592.55	0.1%
Summer	136,032.39	247,973.72	384,006.11	-	844,000.00	459,993.89	45.5%
Substitutes	-	8,132.60	8,132.60	-	846,900.00	838,767.40	1.0%
Other	10,197.51	10,357.32	20,554.83	-	241,645.00	221,090.17	8.5%
Salaries Total	836,916.18	2,943,920.94	3,780,837.12	-	63,258,655.44	59,477,818.32	6.0%
Benefits							
Benefits	-	-	-	-	-	-	#DIV/0!
TRS	37,264.90	70,576.00	107,840.90	-	1,341,701.01	1,233,860.11	8.0%
THIS	3,581.35	17,126.84	20,708.19	-	363,048.67	342,340.48	5.7%
Life Insurance	547.89	1,661.00	2,208.89	-	34,420.00	32,211.11	6.4%
Medical Insurance	112,909.05	386,318.19	499,227.24	-	8,476,999.00	7,977,771.76	5.9%
Dental Insurance	4,929.43	17,992.68	22,922.11	-	414,065.00	391,142.89	5.5%
LTD	678.25	2,133.37	2,811.62	-	49,221.00	46,409.38	5.7%
AD&D	171.35	516.87	688.22	-	10,779.00	10,090.78	6.4%
Tuition Reimbursement	10,120.92	7,073.10	17,194.02	-	140,000.00	122,805.98	12.3%
403(b) Contributions	25,706.86	123,683.28	149,390.14	-	535,151.00	385,760.86	27.9%
Unemployment	-	-	-	-	5,000.00	5,000.00	0.0%
HSA Contribution	-	-	-	-	5,000.00	5,000.00	0.0%
HRA Contribution	-	-	-	-	93,000.00	93,000.00	0.0%
Post-Retirement Benefits	-	21,984.16	21,984.16	-	150,000.00	128,015.84	14.7%
Retiree Insurance	2,500.00	-	2,500.00	-	54,000.00	51,500.00	4.6%
Benefits Total	198,410.00	649,065.49	847,475.49	-	11,672,384.68	10,824,909.19	7.3%
Purchased Services							
Purchased Services (General)	75,779.11	34,158.80	109,937.91	6,540.96	1,116,427.48	999,948.61	9.8%
Professional Services	34,488.97	53,130.00	87,618.97	-	490,000.00	402,381.03	17.9%
Professional Learning	7,569.84	11,056.65	18,626.49	924.32	401,764.20	382,213.39	4.6%
Food	503.24	3,552.65	4,055.89	626.91	306,170.88	301,488.08	1.3%
Data Processing	39,350.28	10,179.69	49,529.97	-	125,000.00	75,470.03	39.6%
Auditing Services	-	-	-	62,500.00	62,500.00	-	0.0%
Legal Services	5,340.00	11,437.50	16,777.50	-	129,000.00	112,222.50	13.0%
Other Professional Services	30,000.00	40,000.00	70,000.00	-	169,000.00	99,000.00	41.4%
Towel Services	286.00	682.00	968.00	-	22,800.00	21,832.00	4.2%
Repair & Maintenance	15,170.71	26,645.56	41,816.27	9,407.89	319,227.00	268,002.84	13.1%
Rentals	10,626.13	16,667.28	27,293.41	(325.17)	224,900.00	197,931.76	12.1%
Travel	6,887.58	11.50	6,899.08	93.92	79,673.30	72,680.30	8.7%
Communcations/Postage	3,615.54	57.90	3,673.44	-	19,300.00	15,626.56	19.0%
Advertising	-	-	-	-	3,000.00	3,000.00	0.0%
Printing & Mail Services	-	5,815.00	5,815.00	890.00	11,980.00	5,275.00	48.5%
Purchased Services Total	229,617.40	213,394.53	443,011.93	80,658.83	3,480,742.86	2,957,072.10	12.7%
Supplies							
General Supplies	97,018.42	142,220.12	239,238.54	123,505.18	1,864,849.23	1,502,105.51	12.8%
Copy Paper	-	18,773.10	18,773.10	12,080.40	62,500.00	31,646.50	30.0%
Textbooks	90,684.52	77,186.79	167,871.31	18,141.24	261,500.00	75,487.45	64.2%
Library Books	-	-	-	3,399.78	14,000.00	10,600.22	0.0%
Periodicals	-	159.99	159.99	261.08	1,280.00	858.93	12.5%
Gasoline	682.91	221.21	904.12	-	12,600.00	11,695.88	7.2%
Natural Gas	97.97	81.60	179.57	-	2,124.00	1,944.43	8.5%
Electricity	1,027.31	1,174.99	2,202.30	-	10,620.00	8,417.70	20.7%
Software	249,749.39	149,198.87	398,948.26	157,599.72	1,067,593.94	511,045.96	37.4%

Expenditure Detail Report

8/31/2025

% of Fiscal Year Complete: 16.7%

	MTD July	MTD August	YTD Actual	YTD Encumbrances	FY 2025 Budget	Budget Balance	% Budget Expensed
Other Supplies	-	-	-	-	2,000.00	2,000.00	0.0%
Supplies Total	439,260.52	389,016.67	828,277.19	314,987.40	3,299,067.17	2,155,802.58	25.1%
Capital Outlay	43,774.70	-	43,774.70	142,659.35	644,800.00	458,365.95	6.8%
Other							
Contingency			-	-	350,000.00	350,000.00	0.0%
Dues and Fees	51,111.31	43,588.72	94,700.03	6,259.55	483,108.00	382,148.42	19.6%
Judgments/Settlements	-	-	-	-	-	-	#DIV/0!
Tuition	67,850.84	455,348.67	523,199.51	-	5,099,484.00	4,576,284.49	10.3%
Miscellaneous Objects	472.03	3,709.08	4,181.11	15,227.75	356,075.00	336,666.14	1.2%
Other Total	119,434.18	502,646.47	622,080.65	21,487.30	6,288,667.00	5,645,099.05	9.9%
Non-Capitalized Equipment	53,638.97	19,628.45	73,267.42	159,365.22	830,766.97	598,134.33	8.8%
Termination Benefits	26,523.43	1,776.80	28,300.23	-	-	(28,300.23)	No Bud
Subtotal Education Fund	1,947,575.38	4,719,449.35	6,667,024.73	719,158.10	89,475,084.12	82,088,901.29	7.5%
Transfers	-	-	-	-	-	-	#DIV/0!
Total Education Fund	1,947,575.38	4,719,449.35	6,667,024.73	719,158.10	89,475,084.12	82,088,901.29	7.5%
Operations and Maintenance Fund							
Salaries							
Admin Salaries	13,691.76	13,691.76	27,383.52	-	164,301.00	136,917.48	16.7%
ESP Salaries	40,107.60	40,107.60	80,215.20	-	494,273.00	414,057.80	16.2%
Bonus	-	-	-	-	-	-	#DIV/0!
Vacation Buy-Back	-	-	-	-	11,062.00	11,062.00	0.0%
Transp. Allowance	150.00	150.00	300.00	-	1,800.00	1,500.00	16.7%
Overtime	-	1,973.16	1,973.16	-	1,400.00	(573.16)	140.9%
Other	(90.00)	-	(90.00)	-	43,000.00	43,090.00	-0.2%
Salaries Total	53,859.36	55,922.52	109,781.88	-	715,836.00	606,054.12	15.3%
Benefits							
Benefits	-	-	-	-	-	-	#DIV/0!
TRS	-	-	-	-	-	-	#DIV/0!
THIS	-	-	-	-	-	-	#DIV/0!
Life Insurance	33.06	33.06	66.12	-	449.00	382.88	14.7%
Medical Insurance	7,191.64	7,191.64	14,383.28	-	82,440.00	68,056.72	17.4%
Dental Insurance	321.80	321.80	643.60	-	4,045.00	3,401.40	15.9%
LTD	56.08	56.08	112.16	-	680.00	567.84	16.5%
AD&D	10.26	10.26	20.52	-	140.00	119.48	14.7%
403(b) Contributions	1,441.68	1,341.68	2,783.36	-	3,700.00	916.64	75.2%
Post-Retirement Benefits	-	-	-	-	-	-	#DIV/0!
Retiree Insurance	-	-	-	-	-	-	#DIV/0!
Benefits Total	9,054.52	8,954.52	18,009.04	-	91,454.00	73,444.96	19.7%
Purchased Services							
Purchased Services (General)	796.50	1,150.50	1,947.00	26,862.00	124,317.00	95,508.00	1.6%
Professional Services	249,354.99	281,020.24	530,375.23	300.00	3,334,570.81	2,803,895.58	15.9%
Professional Learning	-	-	-	-	1,000.00	1,000.00	0.0%
Food	(48.54)	-	(48.54)	-	2,000.00	2,048.54	-2.4%
Property Services	8,403.94	19,131.14	27,535.08	17,393.55	103,000.00	58,071.37	26.7%
Sanitation Services	6,218.83	4,862.76	11,081.59	5,600.00	65,662.64	48,981.05	16.9%
Repair & Maintenance	25,995.69	37,882.17	63,877.86	91,936.07	405,000.00	249,186.07	15.8%
Rentals	18,592.99	929.00	19,521.99	206.60	225,179.20	205,450.61	8.7%
Travel	-	-	-	-	-	-	#DIV/0!
Communcations/Postage	105.00	5,087.96	5,192.96	70,835.34	118,329.60	42,301.30	4.4%
Water/Sewer Services	26,148.41	952.04	27,100.45	-	139,000.00	111,899.55	19.5%
Purchased Services Total	335,567.81	351,015.81	686,583.62	213,133.56	4,518,059.25	3,618,342.07	15.2%
Supplies							
General Supplies	11,659.43	31,091.52	42,750.95	32,670.67	446,000.00	370,578.38	9.6%
Gasoline	1,010.86	563.08	1,573.94	-	16,200.00	14,626.06	9.7%
Natural Gas	9,314.40	7,750.45	17,064.85	-	217,810.00	200,745.15	7.8%
Electricity	121,870.97	123,258.72	245,129.69	-	1,451,521.50	1,206,391.81	16.9%

Expenditure Detail Report

8/31/2025

% of Fiscal Year Complete: 16.7%

	MTD July	MTD August	YTD Actual	YTD Encumbrances	FY 2025 Budget	Budget Balance	% Budget Expensed
Software	-	-	-	-	9,200.00	9,200.00	0.0%
Supplies Total	143,855.66	162,663.77	306,519.43	32,670.67	2,140,731.50	1,801,541.40	14.3%
Capital Outlay	643,217.36	725,238.35	1,368,455.71	338,847.19	4,660,000.00	2,952,697.10	29.4%
Other							
Dues and Fees	110.00	-	110.00	-	21,000.00	20,890.00	0.5%
Other Total	110.00	-	110.00	-	21,000.00	20,890.00	0.5%
Non-Capitalized Equipment	7,700.00	-	7,700.00	9,951.96	93,000.00	75,348.04	8.3%
Term Benefits	-	-	-	-	-	-	#DIV/0!
Subtotal O&M Fund	1,193,364.71	1,303,794.97	2,497,159.68	594,603.38	12,240,080.75	9,148,317.69	20.4%
Transfers	-	-	-	-	-	-	#DIV/0!
Total O&M Fund	1,193,364.71	1,303,794.97	2,497,159.68	594,603.38	12,240,080.75	9,148,317.69	20.4%
Debt Service Fund							
Purchased Services							
Other Professional Services	-	-	-	-	-	-	No Bud
Purchased Services Total	-	-	-	-	-	-	No Bud
Other							No Bud
Principal	-	-	-	-	-	-	No Bud
Interest	-	-	-	-	-	-	No Bud
Other Total	-	-	-	-	-	-	No Bud
Subtotal Debt Service Fund	-	-	-	-	-	-	No Bud
Transfers	-	-	-	-	-	-	No Bud
Total Debt Service Fund	-	-	-	-	-	-	No Bud
Transportation Fund							
Salaries							
Admin Salaries	5,328.00	5,328.00	10,656.00	-	63,936.00	53,280.00	16.7%
Other	-	-	-	-	5,500.00	5,500.00	0.0%
Salaries Total	5,328.00	5,328.00	10,656.00	-	69,436.00	58,780.00	15.3%
Benefits							
TRS	571.20	571.20	1,142.40	-	6,731.00	5,588.60	17.0%
THIS	93.60	93.60	187.20	-	1,103.00	915.80	17.0%
Life Insurance	7.08	7.08	14.16	-	69.00	54.84	20.5%
Medical Insurance	655.56	655.56	1,311.12	-	7,973.00	6,661.88	16.4%
Dental Insurance	23.48	23.48	46.96	-	295.00	248.04	15.9%
LTD	5.04	5.04	10.08	-	59.00	48.92	17.1%
AD&D	2.20	2.20	4.40	-	21.00	16.60	21.0%
403(b) Contributions	97.78	97.78	195.56	-	1,149.00	953.44	17.0%
Benefits Total	1,455.94	1,455.94	2,911.88	-	17,400.00	14,488.12	16.7%
Purchased Services							
Repair & Maintenance	-	1,404.99	1,404.99	-	35,000.00	33,595.01	4.0%
Pupil Transportation Services	3,060.00	43,675.24	46,735.24	-	3,445,819.42	3,399,084.18	1.4%
Private Facility Trans Services	-	21,514.00	21,514.00	-	1,360,000.00	1,338,486.00	1.6%
Purchased Services Total	3,060.00	66,594.23	69,654.23	-	4,840,819.42	4,771,165.19	1.4%
Supplies							
Gasoline	1,201.18	233.31	1,434.49	-	213,000.00	211,565.51	0.7%
Supplies Total	1,201.18	233.31	1,434.49	-	213,000.00	211,565.51	0.7%
Capital Outlay	-	-	-	-	-	-	#DIV/0!
Other							
Dues and Fees	-	-	-	-	-	-	#DIV/0!
Other Total	-	-	-	-	-	-	#DIV/0!
Non-Capitalized Equipment	-	-	-	-	-	-	#DIV/0!
Subtotal Trans. Fund	11,045.12	73,611.48	84,656.60	-	5,140,655.42	5,055,998.82	1.6%
Transfers	-	-	-	-	-	-	No Bud
Total Trans. Fund	11,045.12	73,611.48	84,656.60	-	5,140,655.42	5,055,998.82	1.6%
Retirement Fund							
Benefits							
IMRF	62,402.85	45,948.59	108,351.44	-	831,204.08	722,852.64	13.0%
FICA	25,074.79	41,316.69	66,391.48	-	665,976.72	599,585.24	10.0%
Medicare	13,009.44	42,376.46	55,385.90	-	893,668.22	838,282.32	6.2%
Benefits Total	100,487.08	129,641.74	230,128.82	-	2,390,849.02	2,160,720.20	9.6%
Subtotal Retirement Fund	100,487.08	129,641.74	230,128.82	-	2,390,849.02	2,160,720.20	9.6%
Total Retirement Fund	100,487.08	129,641.74	230,128.82	-	2,390,849.02	2,160,720.20	9.6%

Expenditure Detail Report

8/31/2025

% of Fiscal Year Complete: 16.7%

	MTD July	MTD August	YTD Actual	YTD Encumbrances	FY 2025 Budget	Budget Balance	% Budget Expensed
Capital Projects Fund							
Capital Outlay	1,277,707.03	1,737,903.27	3,015,610.30	178,747.80	9,600,000.00	6,405,641.90	31.4%
Capital Outlay Total	1,277,707.03	1,737,903.27	3,015,610.30	178,747.80	9,600,000.00	6,405,641.90	31.4%
Subtotal Cap. Projects Fund	1,277,707.03	1,737,903.27	3,015,610.30	178,747.80	9,600,000.00	6,405,641.90	31.4%
Total Cap. Projects Fund	1,277,707.03	1,737,903.27	3,015,610.30	178,747.80	9,600,000.00	6,405,641.90	31.4%
Tort Fund							
Purchased Services							
Insurance	529,598.00	-	529,598.00	-	539,598.00	10,000.00	98.1%
Purchased Services Total	529,598.00	-	529,598.00	-	539,598.00	10,000.00	98.1%
Subtotal Cap. Projects Fund	529,598.00	-	529,598.00	-	539,598.00	10,000.00	98.1%
Total Cap. Projects Fund	529,598.00	-	529,598.00	-	539,598.00	10,000.00	98.1%
All Funds							
Salaries							
Admin Salaries	392,497.38	517,552.51	910,049.89	-	8,478,430.00	7,568,380.11	10.7%
Teacher Salaries	15,588.00	1,680,636.08	1,696,224.08	-	39,562,166.00	37,865,941.92	4.3%
ESP Salaries	338,223.94	527,328.60	865,552.54	-	8,935,621.00	8,070,068.46	9.7%
Bonus	-	-	-	-	-	-	#DIV/0!
Vacation Buy-Back	-	-	-	-	169,479.00	169,479.00	0.0%
Transport. Allowance	2,033.34	2,033.34	4,066.68	-	24,280.00	20,213.32	16.7%
Overtime	2,109.04	5,755.34	7,864.38	-	135,400.00	127,535.62	5.8%
Stipends	(488.06)	5,401.95	4,913.89	-	4,757,506.44	4,752,592.55	0.1%
Summer	136,032.39	247,973.72	384,006.11	-	844,000.00	459,993.89	45.5%
Substitutes	-	8,132.60	8,132.60	-	846,900.00	838,767.40	1.0%
Other	10,107.51	10,357.32	20,464.83	-	290,145.00	269,680.17	7.1%
Salaries Total	896,103.54	3,005,171.46	3,901,275.00	-	64,043,927.44	60,142,652.44	6.1%
Benefits							
Benefits	-	-	-	-	-	-	#DIV/0!
TRS	37,836.10	71,147.20	108,983.30	-	1,348,432.01	1,239,448.71	8.1%
IMRF	62,402.85	45,948.59	108,351.44	-	831,204.08	722,852.64	13.0%
FICA	25,074.79	41,316.69	66,391.48	-	665,976.72	599,585.24	10.0%
Medicare	13,009.44	42,376.46	55,385.90	-	893,668.22	838,282.32	6.2%
THIS	3,674.95	17,220.44	20,895.39	-	364,151.67	343,256.28	5.7%
Life Insurance	588.03	1,701.14	2,289.17	-	34,938.00	32,648.83	6.6%
Medical Insurance	120,756.25	394,165.39	514,921.64	-	8,567,412.00	8,052,490.36	6.0%
Dental Insurance	5,274.71	18,337.96	23,612.67	-	418,405.00	394,792.33	5.6%
LTD	739.37	2,194.49	2,933.86	-	49,960.00	47,026.14	5.9%
AD&D	183.81	529.33	713.14	-	10,940.00	10,226.86	6.5%
Tuition Reimbursement	10,120.92	7,073.10	17,194.02	-	140,000.00	122,805.98	12.3%
403(b) Contributions	27,246.32	125,122.74	152,369.06	-	540,000.00	387,630.94	28.2%
Unemployment	-	-	-	-	5,000.00	5,000.00	0.0%
HSA Contribution	-	-	-	-	5,000.00	5,000.00	0.0%
HRA Contribution	-	-	-	-	93,000.00	93,000.00	0.0%
Post-Retirement Benefits	-	21,984.16	21,984.16	-	150,000.00	128,015.84	14.7%
Retiree Insurance	2,500.00	-	2,500.00	-	54,000.00	51,500.00	4.6%
Benefits Total	309,407.54	789,117.69	1,098,525.23	-	14,172,087.70	13,073,562.47	7.8%
Purchased Services							
Purchased Services (General)	76,575.61	35,309.30	111,884.91	33,402.96	1,240,744.48	1,095,456.61	9.0%
Professional Services	283,843.96	334,150.24	617,994.20	300.00	3,824,570.81	3,206,276.61	16.2%
Professional Learning	7,569.84	11,056.65	18,626.49	924.32	402,764.20	383,213.39	4.6%
Food Services	454.70	3,552.65	4,007.35	626.91	308,170.88	303,536.62	1.3%
Data Processing	39,350.28	10,179.69	49,529.97	-	125,000.00	75,470.03	39.6%
Auditing Services	-	-	-	62,500.00	62,500.00	-	0.0%
Legal Services	5,340.00	11,437.50	16,777.50	-	129,000.00	112,222.50	13.0%
Other Professional Services	30,000.00	40,000.00	70,000.00	-	169,000.00	99,000.00	41.4%
Property Services	8,403.94	19,131.14	27,535.08	17,393.55	103,000.00	58,071.37	26.7%
Sanitation Services	6,218.83	4,862.76	11,081.59	5,600.00	65,662.64	48,981.05	16.9%
Towel Services	286.00	682.00	968.00	-	22,800.00	21,832.00	4.2%
Repair & Maintenance	41,166.40	65,932.72	107,099.12	101,343.96	759,227.00	550,783.92	14.1%

Expenditure Detail Report

8/31/2025

% of Fiscal Year Complete: 16.7%

	MTD July	MTD August	YTD Actual	YTD Encumbrances	FY 2025 Budget	Budget Balance	% Budget Expensed
Rentals	29,219.12	17,596.28	46,815.40	(118.57)	450,079.20	403,382.37	10.4%
Pupil Transportation Services	3,060.00	43,675.24	46,735.24	-	3,445,819.42	3,399,084.18	1.4%
Travel	6,887.58	11.50	6,899.08	93.92	79,673.30	72,680.30	8.7%
Private Facility Trans Services	-	21,514.00	21,514.00	-	1,360,000.00	1,338,486.00	1.6%
Communcations/Postage	3,720.54	5,145.86	8,866.40	70,835.34	137,629.60	57,927.86	6.4%
Advertising	-	-	-	-	3,000.00	3,000.00	0.0%
Printing & Mail Services	-	5,815.00	5,815.00	890.00	11,980.00	5,275.00	48.5%
Water/Sewer Services	26,148.41	952.04	27,100.45	-	139,000.00	111,899.55	19.5%
Insurance	529,598.00	-	529,598.00	-	539,598.00	10,000.00	98.1%
Purchased Services Total	1,097,843.21	631,004.57	1,728,847.78	293,792.39	13,379,219.53	11,356,579.36	12.9%
Supplies							
General Supplies	108,677.85	173,311.64	281,989.49	156,175.85	2,310,849.23	1,872,683.89	12.2%
Copy Paper	-	18,773.10	18,773.10	12,080.40	62,500.00	31,646.50	30.0%
Textbooks	90,684.52	77,186.79	167,871.31	18,141.24	261,500.00	75,487.45	64.2%
Library Books	-	-	-	3,399.78	14,000.00	10,600.22	0.0%
Periodicals	-	159.99	159.99	261.08	1,280.00	858.93	12.5%
Gasoline	2,894.95	1,017.60	3,912.55	-	241,800.00	237,887.45	1.6%
Natural Gas	9,412.37	7,832.05	17,244.42	-	219,934.00	202,689.58	7.8%
Electricity	122,898.28	124,433.71	247,331.99	-	1,462,141.50	1,214,809.51	16.9%
Software	249,749.39	149,198.87	398,948.26	157,599.72	1,076,793.94	520,245.96	37.0%
Other Supplies	-	-	-	-	2,000.00	2,000.00	0.0%
Supplies Total	584,317.36	551,913.75	1,136,231.11	347,658.07	5,652,798.67	4,168,909.49	20.1%
Capital Outlay	1,964,699.09	2,463,141.62	4,427,840.71	660,254.34	14,904,800.00	9,816,704.95	29.7%
Other							
Contingency			-	-	350,000.00	350,000.00	0.0%
Principal	-	-	-	-	-	-	#DIV/0!
Interest	-	-	-	-	-	-	#DIV/0!
Dues and Fees	51,221.31	43,588.72	94,810.03	6,259.55	504,108.00	403,038.42	18.8%
Judgments/Settlements	-	-	-	-	-	-	#DIV/0!
Tuition	67,850.84	455,348.67	523,199.51	-	5,099,484.00	4,576,284.49	10.3%
Miscellaneous Objects	472.03	3,709.08	4,181.11	15,227.75	356,075.00	336,666.14	1.2%
Other Total	119,544.18	502,646.47	622,190.65	21,487.30	6,309,667.00	5,665,989.05	9.9%
Non-Capitalized Equipment	61,338.97	19,628.45	80,967.42	169,317.18	923,766.97	673,482.37	8.8%
Termination Benefits	26,523.43	1,776.80	28,300.23	-	-	(28,300.23)	#DIV/0!
Total All Funds	5,059,777.32	7,964,400.81	13,024,178.13	1,492,509.28	119,386,267.31	104,869,579.90	10.9%

Student Activities Report

Fiscal Year: 2025-2026
Month: August

Community High School District #128

Account Number	Account Description	FY Beginning Balance	YTD Activity	Monthly Ending Balance
010 - LIBERTYVILLE				
95 L 010 9500 9500 00 095000	Athletic Dept Account	25,349.19	3,103.56	28,452.75
95 L 010 9500 9500 00 095010	Boys Baseball	4,369.12	5,753.40	10,122.52
95 L 010 9500 9500 00 095020	Boys Basketball	29,173.23	-2,125.05	27,048.18
95 L 010 9500 9500 00 095040	Boys Cross Country	2,729.01	0.00	2,729.01
95 L 010 9500 9500 00 095050	Boys Golf	1,008.33	7,112.00	8,120.33
95 L 010 9500 9500 00 095060	Boys Gymnastics	5.21	0.00	5.21
95 L 010 9500 9500 00 095070	Boys Lacrosse	30,246.54	-2,673.00	27,573.54
95 L 010 9500 9500 00 095080	Boys Soccer	986.76	-610.00	376.76
95 L 010 9500 9500 00 095090	Boys Swimming & Diving	5,321.18	0.00	5,321.18
95 L 010 9500 9500 00 095095	Boys Tennis	1,326.53	0.00	1,326.53
95 L 010 9500 9500 00 095100	Boys Track	12,731.86	0.00	12,731.86
95 L 010 9500 9500 00 095110	Boys Volleyball	2,552.77	0.00	2,552.77
95 L 010 9500 9500 00 095120	Boys Water Polo	1,973.88	0.00	1,973.88
95 L 010 9500 9500 00 095130	Cheerleading	12,546.14	4,851.79	17,397.93
95 L 010 9500 9500 00 095135	Flag Football	4,013.24	7,150.32	11,163.56
95 L 010 9500 9500 00 095140	Football	24,359.92	-18,547.88	5,812.04
95 L 010 9500 9500 00 095145	Girls Badminton	162.38	0.00	162.38
95 L 010 9500 9500 00 095150	Girls Basketball	9,311.14	0.00	9,311.14
95 L 010 9500 9500 00 095170	Girls Cross Country	10,880.33	3,162.95	14,043.28
95 L 010 9500 9500 00 095180	Girls Golf	3,648.44	-351.26	3,297.18
95 L 010 9500 9500 00 095190	Girls Gymnastics	7,523.26	500.00	8,023.26
95 L 010 9500 9500 00 095200	Girls Lacrosse	10,538.96	-5,072.92	5,466.04
95 L 010 9500 9500 00 095210	Girls Soccer	10,803.60	-57.20	10,746.40
95 L 010 9500 9500 00 095220	Girls Softball	12,573.41	0.00	12,573.41
95 L 010 9500 9500 00 095230	Girls Swimming & Diving	3,450.45	3,848.48	7,298.93
95 L 010 9500 9500 00 095235	Girls Tennis	793.43	1,300.00	2,093.43
95 L 010 9500 9500 00 095240	Girls Track	437.05	0.00	437.05
95 L 010 9500 9500 00 095250	Girls Volleyball	2,132.39	2,417.00	4,549.39
95 L 010 9500 9500 00 095260	Girls Water Polo	1,325.45	0.00	1,325.45
95 L 010 9500 9500 00 095270	Poms	14,328.80	-5,915.63	8,413.17
95 L 010 9500 9500 00 095280	Special Olympic Swim Team	86,106.83	8,989.41	95,096.24
95 L 010 9500 9500 00 095300	Tournament Clearing	29,200.50	1,527.21	30,727.71

Student Activities Report

Fiscal Year: 2025-2026
Month: August

Community High School District #128

Account Number	Account Description	FY Beginning Balance	YTD Activity	Monthly Ending Balance
010 - LIBERTYVILLE				
95 L 010 9500 9500 00 095310	Wrestling	1,075.20	90.00	1,165.20
95 L 010 9500 9500 00 095999	North Suburban Conference Acct	10,091.67	5,000.00	15,091.67
95 L 010 9500 9600 00 096011	Band Organization	-556.14	3,192.00	2,635.86
95 L 010 9500 9600 00 096012	Band Travel	17,161.41	3,979.50	21,140.91
95 L 010 9500 9600 00 096032	Choir Organization	9,108.02	-19.98	9,088.04
95 L 010 9500 9600 00 096033	Choir Travel	2,807.20	0.00	2,807.20
95 L 010 9500 9600 00 096041	Stageplayers	15,727.72	-29.95	15,697.77
95 L 010 9500 9600 00 096052	Fine Arts Productions	4,339.72	0.00	4,339.72
95 L 010 9500 9600 00 096060	Orchesis	3,336.48	0.00	3,336.48
95 L 010 9500 9600 00 096071	String Organization	3,467.29	0.00	3,467.29
95 L 010 9500 9600 00 096072	String Travel	15,471.24	0.00	15,471.24
95 L 010 9500 9700 00 097000	Applied Arts Dept. Account	6,644.77	0.00	6,644.77
95 L 010 9500 9700 00 097040	China Trip Account	764.91	0.00	764.91
95 L 010 9500 9700 00 097042	French Travel	6,846.13	0.00	6,846.13
95 L 010 9500 9700 00 097050	General Fund	32,121.06	0.00	32,121.06
95 L 010 9500 9700 00 097060	Concessions	33,446.15	-535.52	32,910.63
95 L 010 9500 9700 00 097094	Wildcat Service Account	19,185.84	-1,840.64	17,345.20
95 L 010 9500 9700 00 097095	Asst. Principal Account	2,366.30	0.00	2,366.30
95 L 010 9500 9700 00 097096	Orange & Black Service Account	42,777.90	120.00	42,897.90
95 L 010 9500 9700 00 097097	Student Activities	9,128.19	165.00	9,293.19
95 L 010 9500 9700 00 097098	Prevention & Wellness	12,068.27	-50.00	12,018.27
95 L 010 9500 9700 00 097100	Hardship Account	2,462.67	0.00	2,462.67
95 L 010 9500 9700 00 097102	Wildcat Support Fund	600.00	0.00	600.00
95 L 010 9500 9700 00 097105	Reunion Funds	7,500.00	0.00	7,500.00
95 L 010 9500 9700 00 097110	CRC Account	628.52	0.00	628.52
95 L 010 9500 9700 00 097122	D128 Foundation Grant	3,633.98	0.00	3,633.98
95 L 010 9500 9700 00 097125	D128 Foundation-StudentsInNeed	247.97	0.00	247.97
95 L 010 9500 9700 00 097128	Dare to Empower	1,554.56	0.00	1,554.56
95 L 010 9500 9700 00 097130	English Dept. Account	629.84	0.00	629.84
95 L 010 9500 9700 00 097132	Writers Week Account	1,115.18	0.00	1,115.18
95 L 010 9500 9700 00 097150	ESP Account	2,214.89	0.00	2,214.89
95 L 010 9500 9700 00 097190	Physical Ed. Dept. Account	9,225.40	0.00	9,225.40

Student Activities Report

Fiscal Year: 2025-2026
Month: August

Community High School District #128

Account Number	Account Description	FY Beginning Balance	YTD Activity	Monthly Ending Balance
010 - LIBERTYVILLE				
95 L 010 9500 9700 00 097210	World Lang Dept Acct	8,684.25	0.00	8,684.25
95 L 010 9500 9700 00 097230	Library Account	1,998.46	-17.80	1,980.66
95 L 010 9500 9700 00 097232	LMC Fines Account	917.18	47.33	964.51
95 L 010 9500 9700 00 097240	Math Dept. Account	3,730.97	0.00	3,730.97
95 L 010 9500 9700 00 097250	Reed Stewart Memorial Fund	4,634.36	-4,634.36	0.00
95 L 010 9500 9700 00 097288	Cam Gillen Memorial Fund	4,636.22	0.00	4,636.22
95 L 010 9500 9700 00 097290	Science Dept. Account	2,711.66	-1,763.56	948.10
95 L 010 9500 9700 00 097298	Senior Graduation Party Acct	1,434.56	0.00	1,434.56
95 L 010 9500 9700 00 097300	Social Studies Dept. Account	674.25	0.00	674.25
95 L 010 9500 9700 00 097315	VCE Class/Wildcat Warehouse	4,113.31	0.00	4,113.31
95 L 010 9500 9700 00 097600	Choices College Fair	1,207.02	0.00	1,207.02
95 L 010 9500 9700 00 097999	District-Restricted	25,458.64	344.95	25,803.59
95 L 010 9500 9800 00 098001	Scholastic Bowl	1,022.54	0.00	1,022.54
95 L 010 9500 9800 00 098010	ACE/Life of a Wildcat	10,781.00	0.00	10,781.00
95 L 010 9500 9800 00 098020	LHS United	74.73	0.00	74.73
95 L 010 9500 9800 00 098035	API Unite Club	484.31	0.00	484.31
95 L 010 9500 9800 00 098037	Astronomy Club	590.93	0.00	590.93
95 L 010 9500 9800 00 098040	Art Club	363.58	0.00	363.58
95 L 010 9500 9800 00 098060	Fishing Club	278.10	0.00	278.10
95 L 010 9500 9800 00 098070	Best Buddies	3,612.81	45.74	3,658.55
95 L 010 9500 9800 00 098072	Abilities in Bloom	836.96	-299.92	537.04
95 L 010 9500 9800 00 098100	Wildcat Productions	8,497.32	-250.00	8,247.32
95 L 010 9500 9800 00 098105	Caring for Cambodia	5,910.01	0.00	5,910.01
95 L 010 9500 9800 00 098110	Random Acts of Kindness	217.34	0.00	217.34
95 L 010 9500 9800 00 098115	Coding Cats	467.77	0.00	467.77
95 L 010 9500 9800 00 098117	Chem Cats	885.34	0.00	885.34
95 L 010 9500 9800 00 098120	Student Council	69,867.40	1,916.00	71,783.40
95 L 010 9500 9800 00 098121	Senior Stuco	2,002.21	0.00	2,002.21
95 L 010 9500 9800 00 098122	Junior Stuco	334.12	0.00	334.12
95 L 010 9500 9800 00 098123	Soph Stuco	917.18	0.00	917.18
95 L 010 9500 9800 00 098124	Frosh Stuco	183.35	0.00	183.35
95 L 010 9500 9800 00 098130	Cosmetic Club	311.00	0.00	311.00

Student Activities Report

Fiscal Year: 2025-2026
Month: August

Community High School District #128

Account Number	Account Description	FY Beginning Balance	YTD Activity	Monthly Ending Balance
010 - LIBERTYVILLE				
95 L 010 9500 9800 00 098180	Debate	2,755.75	0.00	2,755.75
95 L 010 9500 9800 00 098190	DECA	2,386.81	-49.75	2,337.06
95 L 010 9500 9800 00 098200	Drops of Ink	4,633.20	-95.00	4,538.20
95 L 010 9500 9800 00 098210	Erika's Lighthouse	537.40	0.00	537.40
95 L 010 9500 9800 00 098212	ECOS Club	8,396.48	2,542.00	10,938.48
95 L 010 9500 9800 00 098220	FBLA	5,585.22	0.00	5,585.22
95 L 010 9500 9800 00 098230	FCCLA	355.26	0.00	355.26
95 L 010 9500 9800 00 098250	Fellowship Christian Athletes	1,393.67	1,000.00	2,393.67
95 L 010 9500 9800 00 098260	First Class	2,148.86	0.00	2,148.86
95 L 010 9500 9800 00 098270	French Club	1,045.80	0.00	1,045.80
95 L 010 9500 9800 00 098280	Guitar Club	0.88	0.00	0.88
95 L 010 9500 9800 00 098290	Gay Straight Alliance	692.04	0.00	692.04
95 L 010 9500 9800 00 098305	Gray Area Club	137.60	0.00	137.60
95 L 010 9500 9800 00 098320	Interact	8,807.71	0.00	8,807.71
95 L 010 9500 9800 00 098345	Latin American Student Org	3,009.53	0.00	3,009.53
95 L 010 9500 9800 00 098350	Latin Club	1,848.54	0.00	1,848.54
95 L 010 9500 9800 00 098370	LEAF	4,641.53	-167.00	4,474.53
95 L 010 9500 9800 00 098380	Slant of Light	845.68	0.00	845.68
95 L 010 9500 9800 00 098390	Math Team	2,214.34	0.00	2,214.34
95 L 010 9500 9800 00 098400	Med CATS	39.11	0.00	39.11
95 L 010 9500 9800 00 098410	Mock Trial	1,107.73	0.00	1,107.73
95 L 010 9500 9800 00 098420	Model UN	6,794.59	0.00	6,794.59
95 L 010 9500 9800 00 098425	Muslim Student Association	724.87	0.00	724.87
95 L 010 9500 9800 00 098430	NHS	6,773.67	0.00	6,773.67
95 L 010 9500 9800 00 098452	Philanthropy Club	63.01	0.00	63.01
95 L 010 9500 9800 00 098460	Ping Pong	1,908.58	0.00	1,908.58
95 L 010 9500 9800 00 098465	Psychology Club	154.04	0.00	154.04
95 L 010 9500 9800 00 098470	Robotics	4,135.29	0.00	4,135.29
95 L 010 9500 9800 00 098510	Science Olympiad	11,359.18	-97.23	11,261.95
95 L 010 9500 9800 00 098520	Skills USA	2,456.05	0.00	2,456.05
95 L 010 9500 9800 00 098530	Sno Cats	6,620.91	0.00	6,620.91
95 L 010 9500 9800 00 098560	Speech	-7.53	0.00	-7.53

Student Activities Report

Fiscal Year: 2025-2026
Month: August

Community High School District #128

Account Number	Account Description	FY Beginning Balance	YTD Activity	Monthly Ending Balance
010 - LIBERTYVILLE				
95 L 010 9500 9800 00 098570	Sports Medicine	624.14	0.00	624.14
95 L 010 9500 9800 00 098580	Student Ambassadors	37.12	0.00	37.12
95 L 010 9500 9800 00 098600	Top CATS	10,012.12	0.00	10,012.12
95 L 010 9500 9800 00 098630	Yearbook	176,530.64	5,543.12	182,073.76
95 L 010 9500 9800 00 098640	Yoga Club	122.85	0.00	122.85
95 L 010 9500 9800 00 098650	Pilot Clubs	4,168.40	0.00	4,168.40
95 L 010 9500 9800 00 098660	Young Entrepreneurs	16.47	0.00	16.47
95 L 010 9500 9900 00 099010	R Calahan Mem Fr Scholarship	11,981.86	0.00	11,981.86
95 L 010 9500 9900 00 099030	Scholarship Account	80.00	0.00	80.00
95 L 010 9500 9900 00 099040	Spanish Scholarship	138.76	0.00	138.76
95 L 010 9500 9900 00 099060	Shupe Scholarship	295.00	0.00	295.00
95 L 010 9500 9900 00 099070	Gary Graham Scholarship	2,000.00	0.00	2,000.00
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Student Activities Report

Fiscal Year: 2025-2026
Month: August

Community High School District #128

Account Number	Account Description	FY Beginning Balance	YTD Activity	Monthly Ending Balance
040 - VHHS				
95 L 040 9500 9500 00 095010	Boys Baseball	33,629.73	0.00	33,629.73
95 L 040 9500 9500 00 095020	Boys Basketball	6,931.12	0.00	6,931.12
95 L 040 9500 9500 00 095030	Boys Bowling	3,909.32	0.00	3,909.32
95 L 040 9500 9500 00 095040	Boys Cross Country	2,535.09	790.01	3,325.10
95 L 040 9500 9500 00 095050	Boys Golf	833.47	760.00	1,593.47
95 L 040 9500 9500 00 095070	Boys Lacrosse	225.10	160.00	385.10
95 L 040 9500 9500 00 095080	Boys Soccer	646.37	0.00	646.37
95 L 040 9500 9500 00 095090	Boys Swimming & Diving	8,670.67	-6.00	8,664.67
95 L 040 9500 9500 00 095100	Boys Track	2,087.28	-109.15	1,978.13
95 L 040 9500 9500 00 095110	Boys Volleyball	5,256.72	0.00	5,256.72
95 L 040 9500 9500 00 095120	Boys Water Polo	4,016.49	0.00	4,016.49
95 L 040 9500 9500 00 095130	Cheerleading	14,158.70	-8,761.96	5,396.74
95 L 040 9500 9500 00 095135	Flag Football	1,869.43	0.00	1,869.43
95 L 040 9500 9500 00 095140	Football	3,957.73	2,115.50	6,073.23
95 L 040 9500 9500 00 095150	Girls Basketball	9,109.78	-662.50	8,447.28
95 L 040 9500 9500 00 095160	Girls Bowling	1,764.05	0.00	1,764.05
95 L 040 9500 9500 00 095170	Girls Cross Country	6,759.45	-33.24	6,726.21
95 L 040 9500 9500 00 095180	Girls Golf	695.43	150.00	845.43
95 L 040 9500 9500 00 095190	Girls Gymnastics	2,693.14	0.00	2,693.14
95 L 040 9500 9500 00 095200	Girls Lacrosse	1,767.70	677.60	2,445.30
95 L 040 9500 9500 00 095210	Girls Soccer	6,740.34	0.00	6,740.34
95 L 040 9500 9500 00 095220	Girls Softball	16,148.73	2,795.50	18,944.23
95 L 040 9500 9500 00 095230	Girls Swimming & Diving	624.75	2,429.00	3,053.75
95 L 040 9500 9500 00 095240	Girls Track	3,054.24	0.00	3,054.24
95 L 040 9500 9500 00 095250	Girls Volleyball	9,759.33	0.00	9,759.33
95 L 040 9500 9500 00 095260	Girls Water Polo	1,113.39	0.00	1,113.39
95 L 040 9500 9500 00 095265	Badminton	3,690.02	0.00	3,690.02
95 L 040 9500 9500 00 095270	Poms	6,957.31	700.69	7,658.00
95 L 040 9500 9500 00 095281	Special Olympics	724.12	0.00	724.12
95 L 040 9500 9500 00 095290	Tennis	3,191.86	1,543.00	4,734.86
95 L 040 9500 9500 00 095300	Tournament Clearing	37,638.96	1,750.44	39,389.40
95 L 040 9500 9500 00 095310	Wrestling	5,100.61	0.00	5,100.61

Student Activities Report

Fiscal Year: 2025-2026
Month: August

Community High School District #128

Account Number	Account Description	FY Beginning Balance	YTD Activity	Monthly Ending Balance
040 - VHHS				
95 L 040 9500 9600 00 096000	Art	457.80	0.00	457.80
95 L 040 9500 9600 00 096012	Fine Arts Travel	1,549.75	0.00	1,549.75
95 L 040 9500 9600 00 096013	Band	6,212.07	0.00	6,212.07
95 L 040 9500 9600 00 096031	Choir	10,575.14	4,070.00	14,645.14
95 L 040 9500 9600 00 096042	Drama	1,893.87	-65.21	1,828.66
95 L 040 9500 9600 00 096051	Fine Arts	2,439.23	0.00	2,439.23
95 L 040 9500 9600 00 096060	Orchesis	3,814.86	0.00	3,814.86
95 L 040 9500 9600 00 096073	Orchestra	4,484.62	0.00	4,484.62
95 L 040 9500 9700 00 097020	Beverage Service	38,161.19	0.00	38,161.19
95 L 040 9500 9700 00 097030	Bookstore	232.75	0.00	232.75
95 L 040 9500 9700 00 097051	Clearing	4,147.92	0.00	4,147.92
95 L 040 9500 9700 00 097060	Concessions	1,237.46	-905.77	331.69
95 L 040 9500 9700 00 097070	Corporate Contributions	19,461.43	0.00	19,461.43
95 L 040 9500 9700 00 097080	Cougar 5k Classic	937.23	0.00	937.23
95 L 040 9500 9700 00 097091	Cougar Service Account	24,139.47	-647.95	23,491.52
95 L 040 9500 9700 00 097092	Cougar Student Activities Acct	21,310.98	-88.32	21,222.66
95 L 040 9500 9700 00 097093	Principals Awards Account	3,580.57	0.00	3,580.57
95 L 040 9500 9700 00 097100	Hardship Account	0.00	10.00	10.00
95 L 040 9500 9700 00 097101	Cougars 4 Cougars	7,868.11	0.00	7,868.11
95 L 040 9500 9700 00 097111	CRC/AP	500.00	0.00	500.00
95 L 040 9500 9700 00 097115	CTE Staff Convenience Acct	118.10	0.00	118.10
95 L 040 9500 9700 00 097121	District Foundation	41,396.24	0.00	41,396.24
95 L 040 9500 9700 00 097123	VHHS Project Fund	1,516.40	0.00	1,516.40
95 L 040 9500 9700 00 097125	D128 Foundation-StudentsInNeed	1,891.64	0.00	1,891.64
95 L 040 9500 9700 00 097131	English Dept. Fund	488.11	-101.00	387.11
95 L 040 9500 9700 00 097151	ESP Committee	2,365.51	0.00	2,365.51
95 L 040 9500 9700 00 097160	Feeder Supt.	331.62	0.00	331.62
95 L 040 9500 9700 00 097170	Foundation Grants	3,936.68	0.00	3,936.68
95 L 040 9500 9700 00 097180	Grant Writing	1,596.70	0.00	1,596.70
95 L 040 9500 9700 00 097191	PE	10,390.31	265.09	10,655.40
95 L 040 9500 9700 00 097192	Gym Uniforms	3,832.55	-3,528.50	304.05
95 L 040 9500 9700 00 097200	IASBO (YDada)	1,000.00	-344.95	655.05

Student Activities Report

Fiscal Year: 2025-2026
Month: August

Community High School District #128

Account Number	Account Description	FY Beginning Balance	YTD Activity	Monthly Ending Balance
040 - VHHS				
95 L 040 9500 9700 00 097215	IT Dept	2,888.08	0.00	2,888.08
95 L 040 9500 9700 00 097231	Library Paperback Books	20.36	0.00	20.36
95 L 040 9500 9700 00 097232	LMC Fines Account	1,416.43	21.69	1,438.12
95 L 040 9500 9700 00 097240	Math Dept. Conv Account	100.00	0.00	100.00
95 L 040 9500 9700 00 097260	Restitution	1,215.10	0.00	1,215.10
95 L 040 9500 9700 00 097270	Retirement Recognition Fund	0.10	0.00	0.10
95 L 040 9500 9700 00 097290	Science Dept. Account	4,314.69	409.30	4,723.99
95 L 040 9500 9700 00 097295	Science-Staff Convenience Acct	150.00	0.00	150.00
95 L 040 9500 9700 00 097300	Social Studies Dept. Account	318.01	0.00	318.01
95 L 040 9500 9700 00 097310	Special Services	1,320.50	0.00	1,320.50
95 L 040 9500 9700 00 097320	Spirit Store	2,823.27	0.00	2,823.27
95 L 040 9500 9700 00 097330	Technology Account	135.21	80.00	215.21
95 L 040 9500 9700 00 097340	Vending	14,422.08	176.11	14,598.19
95 L 040 9500 9700 00 097350	VH Hot Spot	143.68	0.00	143.68
95 L 040 9500 9700 00 097360	World Language	1,666.56	20.00	1,686.56
95 L 040 9500 9700 00 097900	Reserve-NSF	-103.00	0.00	-103.00
95 L 040 9500 9800 00 098000	Academic Bowl	1,878.33	0.00	1,878.33
95 L 040 9500 9800 00 098030	Anime	288.50	0.00	288.50
95 L 040 9500 9800 00 098036	Asian Student Association	470.35	0.00	470.35
95 L 040 9500 9800 00 098050	Auto Class	811.04	0.00	811.04
95 L 040 9500 9800 00 098060	Fishing Club	39.97	0.00	39.97
95 L 040 9500 9800 00 098070	Best Buddies	11,542.76	0.00	11,542.76
95 L 040 9500 9800 00 098080	Black Student Union	198.19	0.00	198.19
95 L 040 9500 9800 00 098095	Computer Science Club	4,019.35	0.00	4,019.35
95 L 040 9500 9800 00 098101	Cougar TV	1,742.61	300.09	2,042.70
95 L 040 9500 9800 00 098120	Student Council	17,468.30	-5,440.00	12,028.30
95 L 040 9500 9800 00 098125	Freshman Fund	47.69	0.00	47.69
95 L 040 9500 9800 00 098126	Sophomore Fund	110.78	0.00	110.78
95 L 040 9500 9800 00 098127	Junior Fund	1,424.10	0.00	1,424.10
95 L 040 9500 9800 00 098140	Cougar Bicycling Club	114.08	0.00	114.08
95 L 040 9500 9800 00 098150	Cougar CRU	782.47	0.00	782.47
95 L 040 9500 9800 00 098160	Cougar Guard Club	627.78	0.00	627.78

Student Activities Report

Fiscal Year: 2025-2026
Month: August

Community High School District #128

Account Number	Account Description	FY Beginning Balance	YTD Activity	Monthly Ending Balance
040 - VHHS				
95 L 040 9500 9800 00 098170	CPHY	9,891.62	0.00	9,891.62
95 L 040 9500 9800 00 098175	Dare to Empower	241.26	0.00	241.26
95 L 040 9500 9800 00 098201	Newspaper	52,514.13	-550.00	51,964.13
95 L 040 9500 9800 00 098202	Newspaper Ads	97.22	0.00	97.22
95 L 040 9500 9800 00 098215	eSports	1,842.05	0.00	1,842.05
95 L 040 9500 9800 00 098220	Business Professionals of Amer	11,434.79	0.00	11,434.79
95 L 040 9500 9800 00 098250	Fellowship Christian Athletes	319.90	0.00	319.90
95 L 040 9500 9800 00 098260	VHGive	4,482.97	0.00	4,482.97
95 L 040 9500 9800 00 098264	Future Medical Professionals	250.29	0.00	250.29
95 L 040 9500 9800 00 098270	French Club	452.89	0.00	452.89
95 L 040 9500 9800 00 098291	SAGA	525.21	0.00	525.21
95 L 040 9500 9800 00 098300	Graphics	1,305.10	0.00	1,305.10
95 L 040 9500 9800 00 098315	Indian Student Association	1,629.59	0.00	1,629.59
95 L 040 9500 9800 00 098320	Interact	0.01	0.00	0.01
95 L 040 9500 9800 00 098330	International Club	814.88	0.00	814.88
95 L 040 9500 9800 00 098340	Future Leaders in Act and Govt	5,549.28	0.00	5,549.28
95 L 040 9500 9800 00 098360	Latino Alliance	159.64	0.00	159.64
95 L 040 9500 9800 00 098380	Literary Magazine	15,570.37	0.00	15,570.37
95 L 040 9500 9800 00 098390	Math Team	561.50	0.00	561.50
95 L 040 9500 9800 00 098425	Muslim Student Association	328.12	0.00	328.12
95 L 040 9500 9800 00 098430	NHS	10,872.21	0.00	10,872.21
95 L 040 9500 9800 00 098450	Outdoor Adventure Club	3,862.57	0.00	3,862.57
95 L 040 9500 9800 00 098460	Ping Pong	99.41	0.00	99.41
95 L 040 9500 9800 00 098470	Robotics	470.28	0.00	470.28
95 L 040 9500 9800 00 098490	SAP	238.51	0.00	238.51
95 L 040 9500 9800 00 098510	Science Olympiad	100.59	0.00	100.59
95 L 040 9500 9800 00 098515	Sign Language Club	41.22	0.00	41.22
95 L 040 9500 9800 00 098525	Slavic Student Association	74.55	0.00	74.55
95 L 040 9500 9800 00 098550	SPARK	2,220.48	0.00	2,220.48
95 L 040 9500 9800 00 098590	Student Book Club	280.58	0.00	280.58
95 L 040 9500 9800 00 098605	Transition Pathways Account	1,366.78	23.00	1,389.78
95 L 040 9500 9800 00 098610	enVHiro	807.59	0.00	807.59

Student Activities Report

Fiscal Year: 2025-2026
Month: August

Community High School District #128

Account Number	Account Description	FY Beginning Balance	YTD Activity	Monthly Ending Balance
040 - VHHS				
95 L 040 9500 9800 00 098630	Yearbook	176,553.50	11,868.75	188,422.25
95 L 040 9500 9800 00 098631	Yearbook Ads	32,566.95	0.00	32,566.95
-- - 04- ---- ---- -- -----		838,052.15	9,871.22	847,923.37

COMMUNITY HIGH SCHOOL DISTRICT 128

INVESTMENT PORTFOLIO

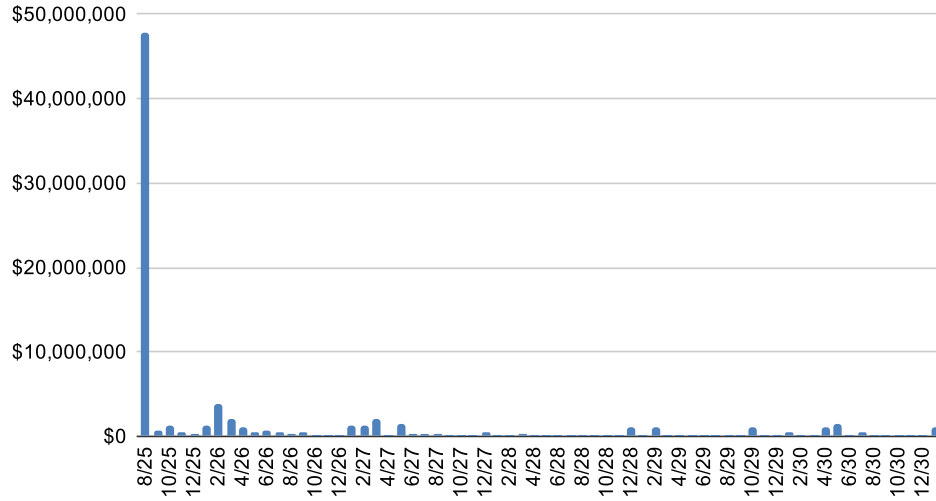
JULY 31, 2025

Investment Type	Bank	Settle Date	Maturity Date	# of Days	Institution	Cost	Rate
Money Market - LIQ	PMA	8/31/2025	8/31/2025	1	ISDLAF+ LIQ Account	\$0.00	4.200%
Money Market - MAX	PMA	8/31/2025	8/31/2025	1	ISDLAF+ MAX Account	\$3,157,877.64	4.214%
Money Market - 53	Fifth Third	8/31/2025	8/31/2025	1	Federated Gov't Obligations	\$16,640,671.63	4.170%
Money Market - LBT	LBT	8/31/2025	8/31/2025	1	Maxsafe	\$27,967,539.05	4.580%
Certificate of Deposit	Fifth Third	3/19/2021	9/19/2025	1645	UB BANCORP CD	\$245,000.00	0.500%
Agency Bond	Fifth Third	9/30/2020	9/22/2025	1818	FEDERAL HOME LOAN BANKS BOND	\$500,055.56	0.500%
Agency Bond	Fifth Third	10/20/2020	10/20/2025	1826	FEDERAL HOME LOAN MTG CRP MTN	\$500,000.00	0.600%
Agency Bond	Fifth Third	3/5/2021	10/27/2025	1697	FEDERAL HOME LOAN MTG CORP MTN	\$249,699.92	0.700%
Agency Bond	Fifth Third	1/29/2021	10/29/2025	1734	FEDERAL HOME LOAN BANKS BOND	\$500,000.00	0.470%
Agency Bond	Fifth Third	2/25/2021	11/25/2025	1734	FEDERAL HOME LOAN BANKS BOND	\$500,000.00	0.550%
Agency Bond	Fifth Third	2/9/2023	12/12/2025	1037	FEDERAL HOME LAON BA SER 7U-9025	\$255,627.50	4.100%
Certificate of Deposit	Fifth Third	1/25/2021	1/22/2026	1823	BANK UNITED NATIONAL ASSN MIAMI CD	\$105,004.75	0.550%
Agency Bond	Fifth Third	1/28/2021	1/28/2026	1826	FEDERAL HOME LOAN BANKS BOND	\$500,000.00	0.500%
Agency Bond	Fifth Third	1/28/2021	1/28/2026	1826	FEDERAL HOME LOAN BANKS BOND	\$500,000.00	0.520%
Security	Fifth Third	2/23/2021	1/31/2026	1803	UNITED STATES TREASURY	\$247,930.65	0.550%
Agency Bond	Fifth Third	2/12/2021	2/12/2026	1826	FEDERAL HOME LOAN BANKS BOND	\$500,000.00	0.550%
Agency Bond	Fifth Third	2/13/2023	2/13/2026	1096	FEDERAL FARM CR BKS BOND	\$250,522.50	4.050%
Agency Bond	Fifth Third	2/25/2021	2/25/2026	1826	FEDERAL HOME LOAN BANKS BOND	\$1,000,000.00	0.700%
Agency Bond	Fifth Third	2/26/2021	2/26/2026	1826	FEDERAL HOME LOAN BANKS BOND	\$500,000.00	0.650%
Treasury	Fifth Third	3/1/2021	2/28/2026	1825	US TREASURY SER V-2026	\$494,381.79	0.714%
Treasury	Fifth Third	3/1/2021	2/28/2026	1825	US TREASURY SER V-2026	\$496,315.38	0.714%
Treasury	Fifth Third	3/8/2021	2/28/2026	1818	US TREASURY SER V-2026	\$246,980.30	0.714%
Treasury	Fifth Third	3/15/2021	2/28/2026	1811	US TREASURY SER V-2026	\$395,222.15	0.714%
Agency Bond	Fifth Third	3/2/2021	3/2/2026	1826	FEDERAL FARM CR BKS BOND	\$500,000.00	0.840%
Agency Bond	Fifth Third	3/3/2021	3/3/2026	1826	FEDERAL FARM CR BKS BOND	\$250,000.00	0.790%
Agency Bond	Fifth Third	3/16/2021	3/16/2026	1826	FEDERAL FARM CR BKS BOND	\$500,000.00	0.800%
Agency Bond	Fifth Third	3/23/2021	3/23/2026	1826	FEDERAL HOME LOAN BK BOND	\$250,000.00	0.875%
Agency Bond	Fifth Third	3/23/2021	3/23/2026	1826	FEDERAL HOME LOAN BK BOND	\$487,500.00	1.000%
Certificate of Deposit	Fifth Third	4/23/2021	4/22/2026	1825	TOYOTA FINL SVGS BK HEND NV CD	\$154,015.19	0.900%
Agency Bond	Fifth Third	4/28/2021	4/28/2026	1826	FEDERAL FARM CR BKS BOND	\$500,000.00	0.940%
Treasury	Fifth Third	4/30/2021	4/30/2026	1826	UNITED STATES TREASURY	\$498,769.53	0.800%
Agency Bond	Fifth Third	5/27/2021	5/27/2026	1826	FEDERAL HOME LOAN BANKS BOND	\$500,000.00	1.000%
Certificate of Deposit	Fifth Third	6/9/2022	6/9/2026	1461	ALLY BK MIDVALE UTAH CD	\$245,000.00	3.000%
Treasury	Fifth Third	6/18/2021	6/30/2026	1838	UNITED STATES TREASURY	\$529,572.04	0.850%
Agency Bond	Fifth Third	7/15/2021	7/15/2026	1826	FEDERAL HOME LOAN BANKS BOND	\$500,000.00	1.248%
Certificate of Deposit	Fifth Third	2/29/2024	8/31/2026	914	COMMERCE BANK GENEVA MINN CD	\$245,000.00	4.400%
Certificate of Deposit	Fifth Third	3/1/2024	9/1/2026	914	FARMERS & MERCHANTS BK BERLIN CD	\$245,000.00	4.400%
Certificate of Deposit	Fifth Third	3/8/2024	9/8/2026	914	CONNECTONE BK ENGLEWOOD CD	\$245,000.00	4.600%
Agency Bond	Fifth Third	2/15/2024	1/15/2027	1065	FEDERAL HOME LOAN BANKS	\$498,536.67	4.300%
Certificate of Deposit	Fifth Third	1/26/2024	1/26/2027	1096	INTERNATIONAL BANK OF CHICAGO IL CD	\$245,000.00	4.100%
Certificate of Deposit	Fifth Third	1/26/2024	1/26/2027	1096	OLD DOMINION NATIONAL BANK NORTH CD	\$245,000.00	4.050%
Certificate of Deposit	Fifth Third	1/29/2024	1/29/2027	1096	SAUK VALLEY BANK & TRUST CD	\$245,000.00	4.150%
Agency Bond	Fifth Third	2/15/2024	2/12/2027	1093	FEDERAL FARM CR BANKS BOND	\$497,736.88	4.300%
Treasury	Fifth Third	6/2/2022	2/15/2027	1719	UNITED STATES TREASURY	\$245,095.14	2.817%
Treasury	Fifth Third	4/29/2022	2/15/2027	1753	UNITED STATES TREASURY	\$489,988.65	2.817%
Certificate of Deposit	Fifth Third	2/29/2024	3/1/2027	1096	FIRST FED SAVINGS BANK EVANSVILLE CD	\$245,000.00	4.350%
Certificate of Deposit	Fifth Third	3/5/2024	3/5/2027	1095	CFBANK FAIRLAWN OH CD	\$245,000.00	4.450%
Certificate of Deposit	Fifth Third	3/5/2024	3/5/2027	1095	VALLEY NATL BK WAYNE CD	\$245,000.00	4.600%
Certificate of Deposit	Fifth Third	3/8/2024	3/8/2027	1095	UNITED CMNTY BK W KENTUCKY INC CD	\$245,000.00	4.350%
Agency Bond	Fifth Third	2/15/2024	3/12/2027	1121	FEDERAL HOME LOAN BANKS	\$512,362.50	4.303%
Treasury	Fifth Third	4/28/2022	3/31/2027	1798	UNITED STATES TREASURY	\$496,366.28	2.700%
Agency Bond	Fifth Third	5/11/2022	5/10/2027	1825	FEDERAL HOME LOAN BANKS BOND	\$763,306.38	3.150%
Treasury	Fifth Third	6/2/2022	5/15/2027	1808	UNITED STATES TREASURY	\$489,455.84	2.860%
Agency Bond	Fifth Third	5/24/2022	5/24/2027	1826	FEDERAL HOME LOAN BANKS BOND	\$250,000.00	3.300%
Treasury	Fifth Third	11/15/2022	6/30/2027	1688	UNITED STATES TREASURY	\$245,706.88	3.950%
Treasury	Fifth Third	11/15/2022	7/31/2027	1719	UNITED STATES TREASURY	\$239,211.48	3.950%
Treasury	Fifth Third	11/15/2022	8/15/2027	1734	UNITED STATES TREASURY	\$233,153.75	3.950%
Agency Bond	Fifth Third	2/15/2024	12/10/2027	1394	FEDERAL HOME LOAN BANKS BOND	\$515,379.17	4.251%
Certificate of Deposit	Fifth Third	3/29/2023	3/29/2028	1827	AMERICAN EXPRESS NTL BK CD	\$245,000.00	4.750%
Agency Bond	Fifth Third	2/28/2024	12/8/2028	1745	FEDERAL HOME LOAN BANKS BOND	\$1,038,573.61	4.202%
Agency Bond	Fifth Third	2/28/2024	2/28/2029	1827	FEDERAL FARM CR BANKS BOND	\$1,002,200.00	4.186%
Agency Bond	Fifth Third	4/24/2025	10/10/2029	1630	FEDERAL HOME LOAN MTG CORP MTN	\$997,067.22	4.141%
Treasury	Fifth Third	5/21/2025	1/31/2030	1716	UNITED STATES TREASURY	\$494,692.68	4.000%
Agency Bond	Fifth Third	4/29/2025	4/29/2030	1826	FEDERAL HOME LOAN MTG CORP MTN	\$996,000.00	4.089%
Agency Bond	Fifth Third	5/6/2025	5/6/2030	1826	FEDERAL HOME LOAN MTG GORP MTN	\$993,240.00	3.900%
Treasury	Fifth Third	5/21/2025	5/31/2030	1836	UNITED STATES TREASURY	\$503,215.36	4.000%
Certificate of Deposit	Fifth Third	7/7/2025	7/5/2030	1824	MORGAN STANLEY PRIVATE BANK CD	\$245,000.00	4.400%

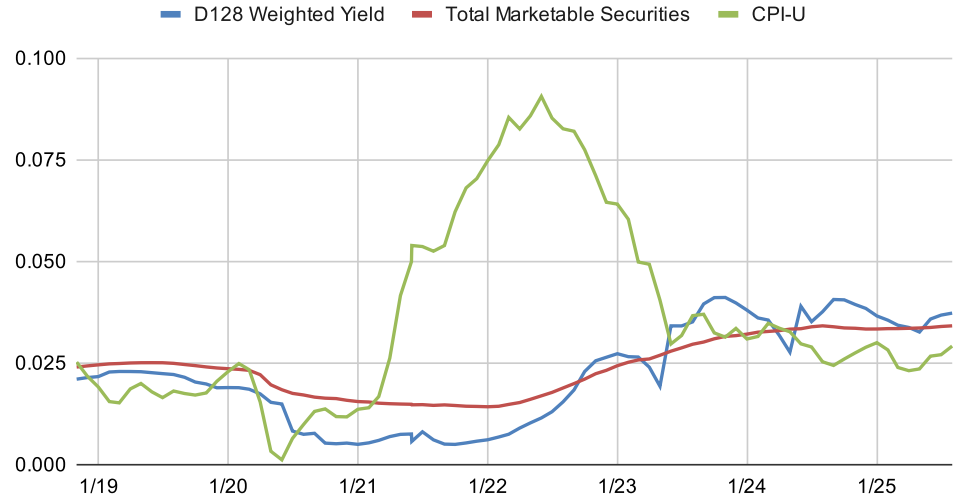
COMMUNITY HIGH SCHOOL DISTRICT 128
INVESTMENT PORTFOLIO
JULY 31, 2025

Investment Type	Bank	Settle Date	Maturity Date	# of Days	Institution	Cost	Rate
Certificate of Deposit	Fifth Third	7/7/2025	7/5/2030	1824	MORGAN STANLEY BANK CD	\$245,000.00	4.400%
Agency Bond	Fifth Third	5/14/2025	1/31/2031	2088	FEDERAL HOME LOAN MTG GORP MTN	\$995,145.86	4.100%
						<u>\$76,349,119.93</u>	
Weighted Average Yield		3.728%					
Weighted Maturity (Days)		248.22					

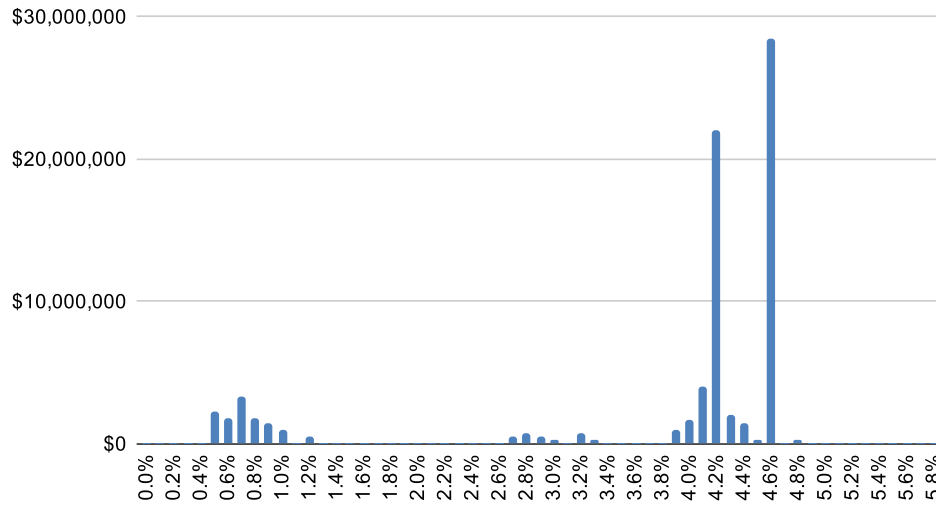
Amount Invested by Maturity Date



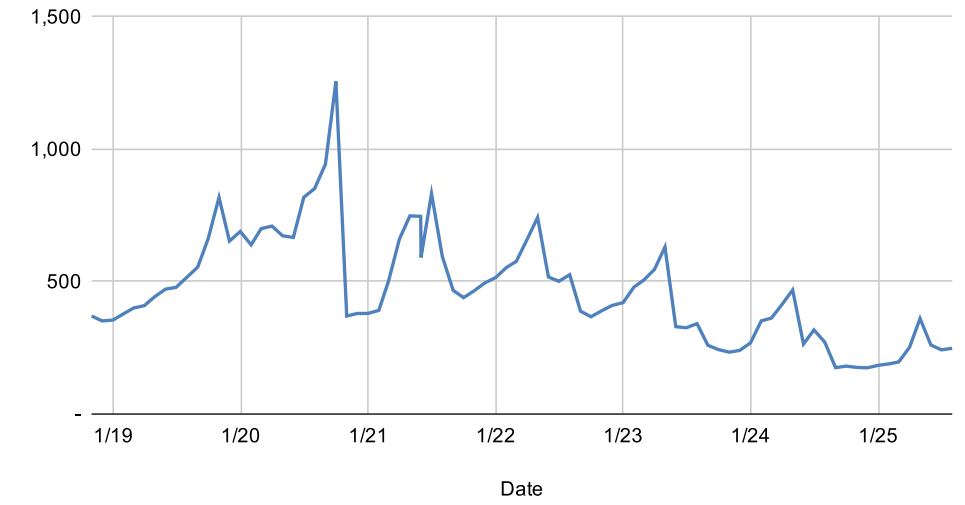
Historical Weighted Yield



Amount Invested by Interest Rate



Historical Weighted Maturity in Days



To: Board of Education
From: Dan Stanley, Assistant Superintendent for Finance/CSBO
Cc: Marc Schaffer, Ed.D., Superintendent
Date: December 15, 2025
Re: Donation

We have an LHS parent offering to make a donation to the district. We will receive final details of the amount on Monday, December 15th.

The donor would like the donation to go toward our special education and music programs. The administration is agreeable to this and recommends the board approve of the donation.

Upon approval of the board and receipt of the donation, we will issue a letter confirming receipt of the donation.

PRESS Policies - Review and Monitoring

December 15, 2025

According to policy 2:240, Board Policy Development, "The Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." As part of the D128 subscription to PRESS Plus, there will be a cycle of policies for the Board to review.

PRESS Policy for review and monitoring:

Section 1 - Instruction

6:280, Grading and Promotion

Motion to approve and adopt the Board policy that was reviewed with no modifications, as presented.

Document Status: Review and Monitoring

INSTRUCTION

6:280 Grading and Promotion

The administration and professional staff shall establish a system of grading and reporting academic achievement to students and their parents/guardians. The system shall also determine when promotion and graduation requirements are met. The decision to promote a student to the next grade level shall be based on successful completion of the curriculum, attendance, and performance on the standardized tests required by the Ill. State Board of Education (ISBE) and/or other assessments. A student shall not be promoted based upon age or any other social reason not related to academic performance. The administration shall determine remedial assistance for a student who is not promoted. [PRESSPlus1](#)

Every teacher shall maintain an evaluation record for each student in the teacher's classroom. A District administrator cannot change the final grade assigned by the teacher without notifying the teacher. Reasons for changing a student's final grade include:

- A miscalculation of test scores,
- A technical error in assigning a particular grade or score,
- The teacher agrees to allow the student to do extra work that may impact the grade,
- An inappropriate grading system used to determine the grade, or
- An inappropriate grade based on an appropriate grading system.

Should a grade change be made, the administrator making the change must sign the changed record.

LEGAL REF.:

[105 ILCS 5/2-3.64a-5](#), [5/10-20.9a](#), [5/10-21.8](#), and [5/27-27](#).

CROSS REF.: 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:300 (Graduation Requirements), 6:340 (Student Testing and Assessment Program), 7:50 (School Admissions and Student Transfers To and From Non-District Schools)

ADOPTED: January 30, 2024

PRESSPlus Comments

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

- Compare the adopted version to the current PRESS sample (available at PRESS Online by

logging in at www.iasb.com), discussing any differences and/or options noted in the footnotes to determine whether local changes are necessary

- Update the policy language due to changes in local conditions
- Make no changes, but update the adoption date to reflect that the policy has been reviewed and re-adopted

Issue 120, October 2025

**RESOLUTION TO DESIGNATE ASSISTANT SUPERINTENDENT FOR
FINANCE/CSBO TO PREPARE THE TENTATIVE BUDGET FOR THE 2027 FISCAL
YEAR OF COMMUNITY HIGH SCHOOL DISTRICT NO. 128, LAKE COUNTY,
ILLINOIS**

BE IT RESOLVED by the school board of Community High School District No. 128 in the County of Lake, State of Illinois, that the Assistant Superintendent for Finance/CSBO is hereby appointed to prepare a tentative budget for said School District for the fiscal year beginning July 1, 2026 and ending June 30, 2027.

Such budget shall be prepared in tentative form by the Assistant Superintendent for Finance/CSBO, and in such tentative form shall be made conveniently available to public inspection for at least 30 days prior to the final action thereon.

Adopted this 15th day of December, 2025.

President, Board of Education,
Community High School District No. 128,
Lake County, Illinois

ATTEST:

Secretary, Board of Education

STATE OF ILLINOIS)
) SS
COUNTY OF LAKE)

CERTIFICATION OF RESOLUTION

I, the undersigned, DO HEREBY CERTIFY that I am the duly qualified and acting Secretary of the Board of Education (the "School Board") of Community High School District No. 128, Lake County, Illinois (the "District"), and that as such official I am the keeper of the records and files of the School Board.

I DO FURTHER CERTIFY that the foregoing is a full, true and complete transcript of that portion of the minutes of the meeting of the School Board held on the 15th day of December, 2025, insofar as the same relates to the adoption of a resolution entitled:

**RESOLUTION TO DESIGNATE ASSISTANT
SUPERINTENDENT FOR FINANCE/CSBO TO PREPARE
TENTATIVE BUDGET FOR THE 2027 FISCAL YEAR OF
COMMUNITY HIGH SCHOOL DISTRICT NO. 128, LAKE
COUNTY, ILLINOIS**

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I DO FURTHER CERTIFY that the deliberations of the School Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the *Open Meetings Act* of the State of Illinois, as amended, the *School Code* of the State of Illinois, as amended and that the School Board has complied with all of the provisions of said Acts and said Codes and with all of the procedural rules of the School Board.

IN WITNESS WHEREOF, I hereunto affix my official signature this 15th day of December, 2025.

Secretary, Board of Education

Facility	Category	a. Urgent	b. Required	c. Recommended	School / Category Sub-total	Contingency	A/E Fee	School Total
Libertyville HS	Architectural Items	\$20,859	\$38,705	\$0	\$59,563			
	MEP/FP Items	\$128,500	\$354,100	\$629,000	\$1,111,600	10%	10%	
	Priority Sub-Total	\$149,359	\$392,805	\$629,000	\$1,171,163	\$117,116	\$117,116	\$1,405,396
	Contingency	\$14,936	\$39,280	\$62,900				
	A/E Fee	\$14,936	\$39,280	\$62,900				
	Priority Total	\$179,230	\$471,365	\$754,800				
								TOTAL



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SCHEDULE OF VIOLATION, RECOMMENDATION, AND ESTIMATED COST

LEGEND													
Priority Code	Code Timeline	Labor Code	Action ID	Work Type	Funding Type								
a. Urgent - Must be corrected within one year. b. Required - Must be corrected within five years. c. Recommended - These items are not required by code.	Part 185 - Before 7/1/65 Part 175 - 7/1/65 to 3/23/95 BOCA 93 (Part 180) - 3/24/95 to 7/5/98 BOCA 96 (Part 180) - 7/6/98 to 10/2/05 IBC 2003 - 10/3/05 to 9/24/07 IBC 2006 - 9/25/07 to 12/31/09 IBC 2009 - On or after 1/1/10 IBC 2015 - On or after 7/1/16	1. District employees will perform work. 2. Work will be performed by contractor (s)	a. Abandon in Place b. Remove c. Repair d. Relocate e. Rebuild f. Improve	a. Safety Standards b. Energy Conservation c. Handicapped Access d. School Security e. Asbestos Treatment f. Paving Improvements g. Replacements h. Other Improvements	F. Fire Prevention O. Other Funds								
1. COUNTY CODE 049, LAKE		2. DISTRICT CODE/NAME 1280, CHSD 128			3. FACILITY CODE/NAME LIBERTYVILLE HIGH SCHOOL								
Item ID	Location	Rule Violated	Description of the Violation	Recommendation to Correct Violation	Action I.D.	Priority Code	Specifications(s)	Units of Measure	Quantity	Labor Code	Estimated Cost	Estimated Completion Date	Funding Type
ARCHITECTURAL													
A1	Elec. 148; Soc. Studies 224; Soc. Studies 225; Soc. Studies 223; Office 222; Soc. Studies 221; Soc. Studies 220 (2); Soc. Studies 219; Chem. 249 (2); Chem. 250 (2); Chem. Stor. 249A; Lab 251; Class. 214; Class. 215; Class. 216; Class. 217; Class. 218; Biology 238; Class. 230; Class. 231; Class. 255C; Class. 256; Class. 257; Class. 258; Class. 259; Class. 260; Class. 261; Class. 210; Class. 211; Class. 212	PM 304.13	Required door closer is broken or missing.	Replace broken or missing door closer.	e	b	Replace broken or missing door closer.	Loc	33	2	\$22,960	Within 5 Years	
A2	Elec. 148; IT/Elec. 013A; Paint Stor. 004B; Mech. 246; Mech 230-B; Jan. (across from Science 2104)	175.260d, 185.390g4	Holes/penetrations in walls/ceilings negate fire rating.	Seal all penetrations to maintain wall or door rating.	e	a	Seal all penetrations to maintain wall or door rating.	Loc		2	\$20,859	Within 1 Year	
A3	Mech. 262	PM 304.13	Deteriorated exterior doors.	Remove & replace exterior doors.	e	b	Remove & replace exterior doors.	Loc	1	2	\$5,796	Within 5 Years	
A4	Soc. Studies 220	PM 304.13	Door doesn't operate properly.	Repair door to operate properly.	c	b	Repair door to operate properly.	Loc	1	2	\$1,071	Within 5 Years	
A5	Electrical Room (across from Boys Coach 193); Chem. Stor. 249A	185.380c10F	Door and/or frame is not properly rated.	Replace door/frame with rated door/frame.	e	b	Replace door/frame with rated door/frame.	Loc	2	2	\$8,878	Within 5 Years	
A6	Graphics 015; Stor. 010A		Items stored within sprinkler clear area (18").	Remove items stored within sprinkler clear area (18").	b	b	Remove items stored within sprinkler clear area (18").	Loc	2	1	\$0	Within 5 Years	
A7	3D Studio 009; Stor. 010A		Furniture placement is creating tight egress path for exiting.	Remove shelving stored within the path of egress.	b	b	Remove shelving stored within the path of egress.	Loc	2	1	\$0	Within 5 Years	
MECHANICAL													
M1	Lower level Mechanical Room	IMC '96 1204.1	Hot water piping to AHU coil not insulated properly.	Insulate hot water piping.	f	b		Ea.	1		\$1,000	Within 5 Years	
M2	Lower Level Sound Studio	175.574	Occupied room does not have ventilation.	Route branch duct from existing near by AHU to room to provide ventilation.	f	a		Ea.	1		\$10,000	Within 1 Year	
M3	Studio Theater Vestibule Entrance, Corridor north of Auditorium Stage	IPMC 603.1	Cabinet Unit heater grille damaged exposing heating element.	Provide new face cover or replace existing Cabinet unit heater.	c	a		Ea.	2		\$2,000	Within 1 Year	
M4	FA Office 103	IPMC 603.1	Finned Tube radiation cover has sharp edges.	Replace finned tube radiation cover.	c	a		Ea.	1		\$2,000	Within 1 Year	
M5	Custodial Closet 104B, Men's Room and Janitor Closet across from kitchen	185.460, IMC 2015 502.1	Exhaust insufficient to remove offensive odors.	Replace exhaust system to provide more exhaust to spaces.	f	b		Ea.	3		\$7,000	Within 5 Years	
M6	Corridor 100SE	IPMC 603.1	Finned Tube Radiation cover missing screw exposing sharp edge.	Provide new screw to secure finned tube cover in place.	c	a		Ea.	1		\$0	Within 1 Year	

M7	Janitors Closet C-1-6, Toilet off of Office 190, Janitors Closet by room 012B, Janitors Closet under stage, Boys Dressing Room under stage, Girls Dressing Room under stage	185.460, 175.562, IMC 502.1	These rooms currently do not have exhaust to remove objectionable odors.	Provide exhaust fan system that will provide adequate exhaust ventilation.	f	b		Ea.	1		\$15,000	Within 5 Years	
M8	Kiln Room in 009	IPMC 603.1	Existing Suspended unit heater and associated piping are very rusty.	Replace existing suspended unit heater and rusty piping.	c	c		Ea.	1		\$5,000	Recommended	
M9	Kitchen 181	185.460	Existing Kitchen Hood does not cover 6" beyond kitchen cooking equipment.	Adjust kitchen cooking equipment to provide Kitchen hood 6" beyond cooking equipment or replace kitchen hood.	f	b		Ea.	1		\$0	Within 5 Years	
M10	Classroom	IPMC 603.1	Ceiling UV Access panel open and leaking.	Fix leak and secure front panel.	c	a		Ea.	1		\$0	Within 1 Year	
M11	Roof	IMC 304.11	Multiple pieces of equipment requiring service is within 10'-0" from a roof edge which has a drop of over 30". It is dangerous for regular service and maintenance.	Provide portable guard rail system.	f	a		Ea.	1		\$5,000	Within 1 Year	
M12	IDF room across from 201, IDF room outside of 236, ELEC/MDF Room, IDF Room in Room 013	Recommended	There are a few IDF or MDF Rooms that are warm which causes the equipment to operate at elevated temperatures and reduces the equipment's expected service life.	Provide exhaust system to removed the heat generated by the computer equipment or provide split system to provide cooling to space.	f	c		Ea.	3		\$7,000	Recommended	
M13	3-D Studio 009, Storage 010A, 2-D Studio 010, Storage 011A, 2-D Studio 011, Art & Comp Lab 012, Dark Room 012B, Power & Energy 016, Mech 016A, Large Printing 018, Small Printing 019 & Design Lab 002.	Recommended	Paint and/or chemicals are used in these rooms and there is no exhaust for objectionable odors.	Provide mechanical exhaust system.	f	c		Ea.	12		\$7,000	Recommended	
ELECTRICAL													
E1	Multi-Purpose Gym 104, Library 165 (3), Computer Lab 149, 122, Lab 136 (2), Classroom 125, 019A, 168, Classroom (by Classroom 124), 111, Corridor (adjacent to Social Studies 220), Lab 250, Chemistry 249, Coachs Office, Office (adjacent to Corridor C209), Social Studies 225, Earth Science 226 (2), Earth Science 227 (2), Biology 239 (2), Biology 240 (2), Biology 243 (2), Classroom 254 (3), Classroom 235, Classroom 206, Classroom 211, Mechanical (adjacent to 201)	PM-604.3	Wiremold is missing pieces and/or is broken.	Replace missing and/or broken pieces for wiremold equipment; match existing type.	c	a		Ea.	35	b	\$5,250	Within 1 Year	
E2	Building & Grounds Maintenance Shop, Laundry, Lower Level Break Room (2), Lower Level West Dress, Lower Level East Dress, Lower Level Make-Up Room (2), Lower Level Jan., Library 165 (2), Gymnastics, LR (Boys Locker Room 143), Wood Shop 004, Teachers Caf� 173 (2), Room (adjacent to F. L. Off.) (3), 111, Tickets 102A (2), Janitor Closet (adjacent to Off Science 247), Room (adjacent to Girls' Locker Room 243), Prep 251A (3), Janitor Closet (adjacent to Corr. C214), Janitor Closet (adjacent to Corridor C202)	PM-604.3 NEC 210.8	GFCI receptacle required within 6'-0" of a water source.	Replace receptacle with "GFCI" type.	c	a		Ea.	27	b	\$5,800	Within 1 Year	
E3	Lower Level Break Room, Gymnastics, Corridor (adjacent to Study Hall 157), Band 199, Corridor (adjacent to Dir. 196), CAT TV, Balcony (Auditorium)	PM-604.3	Exit sign is no longer illuminated.	Replace exit sign.	c	a		Ea.	7	b	\$2,100	Within 1 Year	

E4	Building & Grounds Maintenance Shop, Bulk Storage, Storage (adjacent to Weight Room), Storage (Gymnastics), Janitor Closet (adjacent to Men 109)	PM-604.3	Fire alarm detector is loose/falling apart.	Fix/correct fire alarm detector.	c	a		Ea.	5	b	\$1,000	Within 1 Year
E5	Lower Level Break Room, Office (adjacent to Weight Room), Off (Boys Locker Room 143), Teachers Café 173, Off Science 247, 222, 205	PM-604.3	Receptacles are plugged into power strips. Power strips are daisy chained and cause tripping circuit breakers.	Add additional receptacles on dedicated circuits.	c	b		Ea.	7	b	\$7,000	Within 5 Years
E6	Sprinkler Room P115A	PM-604.3	Fire protection bell is missing.	Fix/correct installation.	c	a		Ea.	1	b	\$300	Within 1 Year
E7	Switchgear	NEC 110.26	Panel does not have sufficient working clearance.	Relocate panel.	d	b		Lot	1	b	\$20,000	Within 5 Years
E8	Lower Level East Locker Room, Gym (South of Fieldhouse 146), 019A	PM-604.3	Back box (old clock location) is missing cover plate, therefore, exposing "live" electrical components.	Provide new coverplate to properly protect and conceal internal wires.	c	b		Ea.	3	b	\$300	Within 5 Years
E9	Weight Room LL144	PM-604.3	Broken receptacle coverplate.	Replace receptacle coverplate.	c	a		Ea.	1	b	\$100	Within 1 Year
E10	Weight Room LL144, Lower Office (adjacent to Weight Room LL144), Building & Grounds Maintenance Shop (3), Switchgear, Boiler Room, Workroom (adjacent to Library 165) (2), Office (adjacent to Weight Room), Storage (by Boys Locker Room 145), P.E. Storage (Fieldhouse) (3), Janitor Closet (adjacent to Boys Locker Room 143), Corr P-B, IDF (adjacent to 013), Corridor (adjacent to Dark Room 012B), Mech. 246 (2), Janitor Closet (adjacent to Girls' Locker Room 243), Mechanical 262 (3), Janitor Closet (adjacent to Corr. C214), Janitor Closet (adjacent to Corridor C202) (2), Mechanical (adjacent to 201) (6)	PM-604.3	Junction box is missing blank coverplate.	Provide new coverplate to properly protect and conceal internal wires.	c	a		Ea.	33	b	\$3,300	Within 1 Year
E11	185 (3), 186 (3), Gymnasium 192 (16)	PM-604.3	Missing wire guard.	Provide proper wire guard.	f	b		Ea.	22	b	\$4,400	Within 5 Years
E12	Drop-In Lab 150, Fieldhouse 146, Classroom 129, Off (Boys Locker Room 143), 142, Classroom 212, Classroom 216, Classroom 218, Classroom 254 (2), Classroom 207	PM-604.3	Loose/broken low voltage wall box.	Fix/correct wall box.	c	b		Ea.	10	b	\$1,000	Within 5 Years
E13	Building & Grounds Maintenance Shop, Corridor (adjacent to Laundry), Exist Sci Lounge 139, Corridor (adjacent to 142), Vest. (adjacent to Off 103C) (2)	175.480a 185.370a6	Exit sign missing.	Provide exit sign.	f	a		Ea.	6	b	\$2,400	Within 1 Year
E14	Corridor (adjacent Police Liason 153), Corridor (adjacent to Fieldhouse 146), Corridors (adjacent to Boys Locker Room 145) (4), Corridor (South of Fieldhouse 146), Corridor (adjacent to Cafeteria 159), Corridor (adjacent to Study Hall 157), Corridor C209	PM-604.3	Exit sign has incorrect nomenclature.	Replace exit sign.	c	a		Ea.	10	b	\$3,000	Within 1 Year
E15	Lower Level West Locker Room (4), Lower Level East Locker Room (3), LR (Boys Locker Room 143), Boiler P116, Storage (adjacent to Conf. 104), CAT TV, Social Studies 223, Girls' Locker Room 243 (3), Classroom 235, Mechanical (adjacent to 201)	PM-604.3	Lighting fixtures "falling apart", hanging loose, missing lens, etc.	Fix/correct light fixture.	c	a		Ea.	17	b	\$3,400	Within 1 Year
E16	Locker Room (South of Fieldhouse 146)	PM-604.3	Fire alarm device is obstructed.	Relocate fire alarm device.	c	b		Ea.	1	b	\$400	Within 5 Years
E17	Corridor C213	BOCA-96	Fire alarm signaling device missing.	Provide fire alarm signaling device.	f	a		Ea.	1	b	\$800	Within 1 Year
E18	Weight Room LL144	IFC NFPA	Fire alarm pull station not was not relocated to exit door.	Relocate fire alarm pull station.	c	a		Ea.	1	b	\$800	Within 1 Year

E19	119 (2), 121 (2)	PM-604.3	Lighting fixture not working.	Replace light fixture.	c	a		Ea.	4	b	\$1,600	Within 1 Year
E20	Mezz (Boiler Room), Room (by File 113C)	IFC NFPA	Fire alarm smoke detector missing at FACP.	Provide fire alarm smoke detector.	f	a		Ea.	2	b	\$1,600	Within 1 Year
E21	Library 165, Room (adjacent to Library 165), 168, Classroom 253	PM-604.3	Loose/exposed low voltage wiring.	Fix/correct installation.	c	b		Ea.	4	b	\$800	Within 5 Years
E22	Lower Level Studio, Studio Theater 170	175.470e 185.395d4	Fire alarm audibility not adequate.	Provide additional fire alarm notification appliances.	f	a		Ea.	2	b	\$1,600	Within 1 Year
E23	117 / Student. Serv. Director 117A, Office (adjacent to Corridor C209), 202, 205	IFC NFPA	Fire alarm signaling device missing.	Add fire alarm signaling device.	f	a		Ea.	4	b	\$3,200	Within 1 Year
E24	Storage (adjacent to Corridor 100SE), Timeout Rm 124A (now Storage), Storage (adjacent to Gymnastics) (2), Storage (adjacent to T.V. 169), Room (by File 113C), Storage (adjacent to Conf. 104), Storage Rooms (by Auditorium) (4), 202	175.460a 185.395c	Fire alarm smoke detector missing.	Add additional fire alarm smoke detector.	f	a		Ea.	12	b	\$8,000	Within 1 Year
E25	Storage (by Boys Locker Room 145), Janitor Closet (adjacent to Corr. C214), Room (adjacent to Corr. C214)	PM-604.3	Broken occupancy sensor.	Replace occupancy sensor.	c	a		Ea.	4	b	\$300	Within 1 Year
E26	Switchgear, IDF (adjacent to 013)	PM-604.3	Electrical panel missing circuit breaker or filler panel exposing "live" internal bussing and electrical components	Provide filler plate to conceal/protect exposed electrical components.	c	a		Lot	2	b	\$400	Within 1 Year
E27	Library 165, 164, Classroom 137, Elec. Lab 015, 2-D Studio 010, Band, 195, Classroom 218	PM-604.3	A/V device is missing coverplate.	Provide proper coverplate.	c	b		Ea.	8	b	\$1,200	Within 5 Years
E28	AV Closet (adjacent to Lobby 103), Pantry 141B (now Mech Closets) (2)	IECC	Room doesn't have local lighting control.	Provide new occupancy sensor and wire into room lighting.	f	b		Ea.	3	b	\$600	Within 5 Years
E29	CAD Lab 017 (2), 018 (3)	PM-604.3	Floor box missing device cover.	Provide proper floor box device cover.	c	b		Ea.	5	b	\$1,000	Within 5 Years
E30	Gymnastics	175.460a 185.395c	Fire alarm smoke detector installed at the bottom of beam/joists in lieu of the ceiling deck.	Relocate smoke detector.	d	b		Ea.	2	b	\$800	Within 5 Years
E31	Corridor (adjacent to Fieldhouse 146), Stairwell (North of Classroom 130), Stairwell (by Stg 181B), Stairwell (adjacent to Men 109), Corridor C208, Corridor C211, Corr. C214	175.460a 185.395c BOCA-F 503.5	No fire alarm smoke detector installed at fire door(s).	Provide smoke detector interlocked with fire door(s) to close doors upon the presence of smoke.	f	b		Ea.	7	b	\$5,600	Within 5 Years
E32	Building & Grounds Maintenance Shop, Corridor (adjacent to Fieldhouse 146), Exist Sci Lounge 139, Wood Shop 004, Vest. (adjacent to Off 103C)	175.470f 185.395d3 BOCA-F 503.5	Fire alarm pull station missing from exit door.	Add fire alarm pull station.	f	a		Ea.	4	b	\$3,200	Within 1 Year
E33	Exist Sci Lounge 139	PM-604.3	Exit sign located at a non-exit door.	Remove exit sign.	c	a		Ea.	1	b	\$200	Within 1 Year
PLUMBING												
P1	Public Lavatories and Hand Washing Sinks - Makeup, Boy Dressing, Girls Dressing, Blr Mezz., Classroom 124, Classroom 126, Tickets 102A, Workroom, Auto Shop, CAD lab 017, Elect Lab 015, Wood Shop 004	IDPH 890.680(e)	Water temperature at public lavatories and hand washing sinks exceeds 110 degrees.	Provide thermostatic mixing valve to prevent water temperature from exceeding 110 degrees.	f	a		ea.	15	b	\$9,000	Within 1 Year
P2	Handicap Accessible Public Lavatories at Accessible Toilet Rooms - Toilet room, nurse toilet room, orchestra, Toilet 139B, womens faculty toilet, mens faculty toilet	ADA Standards for Accessible Design, Paragraph 4.19.4	ADA lavatories do not have insulation wrap on waste piping, angle stops or supply risers located under lavatory.	Provide insulation wrap kit for exposed piping under lavatory.	f	a		ea.	7	b	\$1,400	Within 1 Year
P3	Custodian Mop Basin or Service Sink	IDPH 890.1130(f)(2) 890.1140(H)(1)(B)	Soap/chemical dispenser does not have separate water supply, ball valve, and RPZ.	Provide reduced pressure zone backflow preventer and separate domestic supply to serve soap dispensing unit.	f	a		ea.	1	b	\$4,000	Within 1 Year
P4	Kitchen area, teachers café, Trainers room, Tickets,	IDPH 890.1130(f)(4)	Ice maker does not have any form of backflow prevention.	Provide dual check backflow preventer.	f	b		ea.	6	b	\$4,500	Within 5 Years
P5	Janitor's Closet	Recommended IDPH 890.610 IDPH 890.200(a)	Plumbing fixtures are deteriorating, do not work effectively and are not the water conservative type.	Provide new fixtures that are water conservative type.	f	b		ea.	1	b	\$2,500	Within 5 Years

P6	Scene Shop, stage janitors closet, trainers room, kitchen, mechanical room, electrical lab	IDPH 890.1130(f)(2)	Faucet does not have a vacuum breaker.	Provide faucet with vacuum breaker.	f	a		ea.	7	b	\$5,950	Within 1 Year
P7	Boys and Girls Locker Room	IDPH 890.690(e)	Not adequate number and locations of floor drains for each shower head.	Provide additional floor drains to match number of existing shower heads.	f	b		ea.	27	b	\$243,000	Within 5 Years
P8	Toilet Rooms	IDPH 890.1370(a)(4)	Public toilet rooms do not have floor drains.	Provide floor drains.	f	C		ea.	11	b	\$99,000	Recommended
P9	Toilet Rooms	IDPH 890.810(2)(c)	Toilet Room does not have proper hand washing fixture located within room.	Provide approved hand washing fixture within Toilet Room.	f	b		ea.	2	b	\$30,000	Within 5 Years
P10	science rooms	ANSI Standard	Emergency shower does not have proper mixing valve	install mixing valve	f	a		ea.	8	b	\$28,000	Within 1 Year
P11	Mechanical Room, boiler room, laundry	IDPH 890.1140(e)	Hose valve does not have a vacuum breaker.	Provide vacuum breaker at hose valve.	f	a		ea.	3	b	\$1,800	Within 1 Year
P12	Science Room	IDPH 890.800(b) ISBE Guidebook for Science Safety in Illinois OSHA 1910.151(c)	Sink has eye wash installed as an attachment to the faucet.	Remove existing faucet mounted eye wash. Recommend providing separate eye wash fixture with thermostatic mixing valve. Owner/Architect to review curriculum/hazard to determine if emergency fixture unit/s are required.	f	a		ea.	3	b	\$6,000	Within 1 Year
P13	Abandon Plumbing Fixtures	IDPH 890.1200 IDPH 890.200(a)	Abandon fixtures resulting in sections of unused piping ("dead ends").	Remove abandoned fixture and remove unused sections of piping back to mains.	b	b		ea.	4	b	\$8,000	Within 5 Years
P14	Science Room	ISBE Guidebook for Science Safety in Illinois OSHA 1910.151(c)	Science Room does not have emergency fixtures.	Provide eye wash or emergency shower with thermostatic mixing valve. Owner/Architect to review curriculum/hazard to determine if emergency fixture unit/s are required.	f	c		ea.	2	b	\$11,000	Recommended
P15	Building and Grounds Maintenance Shop	IDPH 890.1130(g)(7)	Domestic water heater does not have an expansion tank to absorb water expansion when heated.	Provide thermal expansion tank.	f	a		ea.	1	b	\$4,000	Within 1 Year
P16	Building and Grounds Maintenance Shop	IDPH 890.1230(f)	Water heater missing vacuum relief valve on water heater.	Vacuum relief valve on water heater.	f	a		ea.	1	b	\$1,000	Within 1 Year
P17	Throughout Building	IDPH 890.1210(a) IDPH 890.200(a)	Existing galvanized piping is deteriorating and has excessive amount of rust. Hot and cold galvanized piping is deteriorating and is no longer capable of sustaining potable water at required pressures.	Replace old piping with copper piping and provide new ball valves for adequate shut-off.	f	c		LOT	1	b	\$500,000	Recommended
TOTAL											\$1,171,163	

LEGEND						
Priority Code	Code Timeline	Labor Code	Action ID	Work Type	Funding Type	
a. Urgent - Must be corrected within one year. b. Required - Must be corrected within five years. c. Recommended - These items are not required by code.	Part 185 - Before 7/1/65 Part 175 - 7/1/65 to 3/23/95. BOCA 93 (Part 180) - 3/24/95 to 7/5/98. BOCA 96 (Part 180) - 7/6/98 to 10/2/05. IBC 2003 - 10/3/05 to 9/24/07. IBC 2006 - 9/25/07 to 12/31/09. IBC 2009 - On or after 1/1/10	1. District employees will perform work. 2. Work will be performed by contractor (s)	a. Abandon in Place b. Remove c. Repair d. Relocate e. Rebuild f. Improve	a. Safety Standards b. Energy Conservation c. Handicapped Access d. School Security e. Asbestos Treatment f. Paving Improvements g. Replacements h. Other Improvements	F. Fire Prevention O. Other Funds	

Item ID	Location	Rule Violated	Description of the Violation	Recommendation to Correct Violation	Quantity	Estimated Cost	Plan	Who	Status	Est. Completion Date	Actual Cost	Note
A2	Elec. 148; IT/Elec. 013A; Paint Stor. 004B; Mech. 246; Mech 230-B; Jan. (across from Science 2104)	175.260d, 185.390g4	Holes/penetrations in walls/ceilings negate fire rating.	Seal all penetrations to maintain wall or door rating.		\$20,859	Install fire sealant	In-house staff				
M2	Lower Level Sound Studio	175.574	Occupied room does not have ventilation.	Route branch duct from existing near by AHU to room to provide ventilation.	1	\$10,000	Replace missing or broken pieces.	In-house staff				
M3	Studio Theater Vestibule Entrance, Corridor north of Auditorium Stage	IPMC 603.1	Cabinet Unit heater grille damaged exposing heating element.	Provide new face cover or replace existing Cabinet unit heater.	2	\$2,000	Replace with GFCI	In-house staff				
M4	FA Office 103	IPMC 603.1	Finned Tube radiation cover has sharp edges.	Replace finned tube radiation cover.	1	\$2,000	Replace/fix sign	In-house staff				
M6	Corridor 100SE	IPMC 603.1	Finned Tube Radiation cover missing screw exposing sharp edge.	Provide new screw to secure finned tube cover in place.	1	\$0	Fix/correct	In-house staff				
M10	Classroom	IPMC 603.1	Ceiling UV Access panel open and leaking.	Fix leak and secure front panel.	1	\$0	Investigate	In-house staff				
M11	Roof	IMC 304.11	Multiple pieces of equipment requiring service is within 10'-0" from a roof edge which has a drop of over 30". It is dangerous for regular service and maintenance.	Provide portable guard rail system.	1	\$5,000	Replace	In-house staff				
E1	Multi-Purpose Gym 104, Library 165 (3), Computer Lab 149, 122, Lab 136 (2), Classroom 125, 019A, 168, Classroom (by Classroom 124), 111, Corridor (adjacent to Social Studies 220), Lab 250, Chemistry 249, Coachs Office, Office (adjacent to Corridor C209), Social Studies 225, Earth Science 226 (2), Earth Science 227 (2), Biology 239 (2), Biology 240 (2), Biology 243 (2), Classroom 254 (3), Classroom 235, Classroom 206, Classroom 211, Mechanical (adjacent to 201)	PM-604.3	Wiremold is missing pieces and/or is broken.	Replace missing and/or broken pieces for wiremold equipment; match existing type.	35	\$5,250	Provide coverplates	In-house staff				
E2	Building & Grounds Maintenance Shop, Laundry, Lower Level Break Room (2), Lower Level West Dress, Lower Level East Dress, Lower Level Make-Up Room (2), Lower Level Jan., Library 165 (2), Gymnastics, LR (Boys Locker Room 143), Wood Shop 004, Teachers Café 173 (2), Room (adjacent to F.L. Off.) (3), 111, Tickets 102A (2), Janitor Closet (adjacent to Off Science 247), Room (adjacent to Girls' Locker Room 243), Prep 251A (3), Janitor Closet (adjacent to Corr. C214), Janitor Closet (adjacent to Corridor C202)	PM-604.3 NEC 210.8	GFCI receptacle required within 6'-0" of a water source.	Replace receptacle with "GFCI" type.	27	\$5,800	Investigate and provide signs	In-house staff				
E3	Lower Level Break Room, Gymnastics, Corridor (adjacent to Study Hall 157), Band 199, Corridor (adjacent to Dir. 196), CAT TV, Balcony (Auditorium)	PM-604.3	Exit sign is no longer illuminated.	Replace exit sign.	7	\$2,100	Replace/correct signs	In-house staff				
E4	Building & Grounds Maintenance Shop, Bulk Storage, Storage (adjacent to Weight Room), Storage (Gymnastics), Janitor Closet (adjacent to Men 109)	PM-604.3	Fire alarm detector is loose/falling apart.	Fix/correct fire alarm detector.	5	\$1,000	Repair/replace fixtures	In-house staff				

Item ID	Location	Rule Violated	Description of the Violation	Recommendation to Correct Violation	Quantity	Estimated Cost	Plan	Who	Status	Est. Completion Date	Actual Cost	Note
E6	Sprinkler Room P115A	PM-604.3	Fire protection bell is missing.	Fix/correct installation.	1	\$300	Investigate	Contractor - fire alarm				
E9	Weight Room LL144	PM-604.3	Broken receptacle coverplate.	Replace receptacle coverplate.	1	\$100	Investigate	Contractor - fire alarm				
E10	Weight Room LL144, Lower Office (adjacent to Weight Room LL144), Building & Grounds Maintenance Shop (3), Switchgear, Boiler Room, Workroom (adjacent to Library 165) (2), Office (adjacent to Weight Room), Storage (by Boys Locker Room 145), P.E. Storage (Fieldhouse) (3), Janitor Closet (adjacent to Boys Locker Room 143), Corr P-B, IDF (adjacent to 013), Corridor (adjacent to Dark Room 012B), Mech. 246 (2), Janitor Closet (adjacent to Girls' Locker Room 243), Mechanical 262 (3), Janitor Closet (adjacent to Corr. C214), Janitor Closet (adjacent to Corridor C202) (2), Mechanical (adjacent to 201) (6)	PM-604.3	Junction box is missing blank coverplate.	Provide new coverplate to properly protect and conceal internal wires.	33	\$3,300	Replace	In-house staff				
E13	Building & Grounds Maintenance Shop, Corridor (adjacent to Laundry), Exist Sci Lounge 139, Corridor (adjacent to 142), Vest. (adjacent to Off 103C) (2)	175.480a 185.370a6	Exit sign missing.	Provide exit sign.	6	\$2,400	Investigate	Contractor - fire alarm				
E14	Corridor (adjacent Police Liason 153), Corridor (adjacent to Fieldhouse 146), Corridors (adjacent to Boys Locker Room 145) (4), Corridor (South of Fieldhouse 146), Corridor (adjacent to Cafeteria 159), Corridor (adjacent to Study Hall 157), Corridor C209	PM-604.3	Exit sign has incorrect nomenclature.	Replace exit sign.	10	\$3,000	Investigate	Contractor - fire alarm				
E15	Lower Level West Locker Room (4), Lower Level East Locker Room (3), LR (Boys Locker Room 143), Boiler P116, Storage (adjacent to Conf. 104), CAT TV, Social Studies 223, Girls' Locker Room 243 (3), Classroom 235, Mechanical (adjacent to 201)	PM-604.3	Lighting fixtures "falling apart", hanging loose, missing lens, etc.	Fix/correct light fixture.	17	\$3,400	Investigate	Contractor - fire alarm				
E17	Corridor C213	BOCA-96	Fire alarm signaling device missing.	Provide fire alarm signaling device.	1	\$800	Investigate	Contractor - fire alarm				
E18	Weight Room LL144	IFC NFPA	Fire alarm pull station not was not relocated to exit door.	Relocate fire alarm pull station.	1	\$800	Replace	In-house staff				
E19	119 (2), 121 (2)	PM-604.3	Lighting fixture not working.	Replace light fixture.	4	\$1,600	Install plate	In-house staff				
E20	Mezz (Boiler Room), Room (by File 113C)	IFC NFPA	Fire alarm smoke detector missing at FACP.	Provide fire alarm smoke detector.	2	\$1,600	Investigate	Contractor - fire alarm				
E22	Lower Level Studio, Studio Theater 170	175.470e 185.395d4	Fire alarm audibility not adequate.	Provide additional fire alarm notification appliances.	2	\$1,600	Investigate	In-house staff				
E23	117 / Student. Serv. Director 117A, Office (adjacent to Corridor C209), 202, 205	IFC NFPA	Fire alarm signaling device missing.	Add fire alarm signaling device.	4	\$3,200	Install ventilation - Capital Project	Contractor - hvac				

Item ID	Location	Rule Violated	Description of the Violation	Recommendation to Correct Violation	Quantity	Estimated Cost	Plan	Who	Status	Est. Completion Date	Actual Cost	Note
E24	Storage (adjacent to Corridor 100SE), Timeout Rm 124A (now Storage), Storage (adjacent to Gymnastics) (2), Storage (adjacent to T.V. 169), Room (by File 113C), Storage (adjacent to Conf. 104), Storage Rooms (by Auditorium) (4), 202	175.460a 185.395c	Fire alarm smoke detector missing.	Add additional fire alarm smoke detector.	12	\$8,000	New cover	In-house staff				
E25	Storage (by Boys Locker Room 145), Janitor Closet (adjacent to Corr. C214), Room (adjacent to Corr. C214)	PM-604.3	Broken occupancy sensor.	Replace occupancy sensor.	4	\$300	Replace cover	In-house staff				
E26	Switchgear, IDF (adjacent to 013)	PM-604.3	Electrical panel missing circuit breaker or filler panel exposing "live" internal bussing and electrical components	Provide filler plate to conceal/protect exposed electrical components.	2	\$400	Replace cover	In-house staff				
E32	Building & Grounds Maintenance Shop, Corridor (adjacent to Fieldhouse 146), Exist Sci Lounge 139, Wood Shop 004, Vest. (adjacent to Off 103C)	175.470f 185.395d3 BOCA-F 503.5	Fire alarm pull station missing from exit door.	Add fire alarm pull station.	4	\$3,200	Investigate	In-house staff				
E33	Exist Sci Lounge 139	PM-604.3	Exit sign located at an non-exit door.	Remove exit sign.	1	\$200	Install rails	In-house staff				
P1	Public Lavatories and Hand Washing Sinks - Makeup, Boy Dressing, Girls Dressing, Blr Mezz., Classroom 124, Classroom 126, Tickets 102A, Workroom, Auto Shop, CAD lab 017, Elect Lab 015, Wood Shop 004	IDPH 890.680(e)	Water temperature at public lavatories and hand washing sinks exceeds 110 degrees.	Provide thermostatic mixing valve to prevent water temperature from exceeding 110 degrees.	15	\$9,000	Investigate	Contractor - plumbing				
P2	Handicap Accessible Public Lavatories at Accessible Toilet Rooms - Toilet room, nurse toilet room, orchestra, Toilet 139B, womens faculty toilet, mens faculty toilet	ADA Standards for Accessible Design, Paragraph 4.19.4	ADA lavatories do not have insulation wrap on waste piping, angle stops or supply risers located under lavatory.	Provide insulation wrap kit for exposed piping under lavatory.	7	\$1,400	Install insulation	In-house staff				
P3	Custodian Mop Basin or Service Sink	IDPH 890.1130(f)(2) 890.1140(H)(1)(B)	Soap/chemical dispenser does not have separate water supply, ball valve, and RPZ.	Provide reduced pressure zone backflow preventer and separate domestic supply to serve soap dispensing unit.	1	\$4,000	Investigate	Contractor - plumbing				
P6	Scene Shop, stage janitors closet, trainers room, kitchen, mechanical room, elcctrical lab	IDPH 890.1130(f)(2)	Faucet does not have a vacuum breaker.	Provide faucet with vacuum breaker.	7	\$5,950	Provide vacuum breakers	In-house staff				
P10	science rooms	ANSI Standard	Emergency shower does not have proper mixing valve	install mixing valve	8	\$28,000	Investigate	Contractor - plumbing				
P11	Mechanical Room, boiler room, laundry	IDPH 890.1140 (e)	Hose valve does not have a vacuum breaker.	Provide vacuum breaker at hose valve.	3	\$1,800	Provide vaccum breakers	In-house staff				
P12	Science Room	IDPH 890.800 (b) ISBE Guidebook for Science Safety in Illinois OSHA 1910.151 (c)	Sink has eye wash installed as an attachment to the faucet.	Remove existing faucet mounted eye wash. Recommend providing separate eye wash fixture with thermostatic mixing valve. Owner/Architect to review curriculum/hazard to determine if emergency fixture unit/s are required.	3	\$6,000	Investigate	Contractor - plumbing				
P15	Building and Grounds Maintenance Shop	IDPH 890.1130(g)(7)	Domestic water heater does not have an expansion tank to absorb water expansion when heated.	Provide thermal expansion tank.	1	\$4,000	Investigate	Contractor - plumbing				
P16	Building and Grounds Maintenance Shop	IDPH 890.1230(f)	Water heater missing vacuum relief valve on water heater.	Vacuum relief valve on water heater.	1	\$1,000	Investigate	Contractor - plumbing				

**APPLICATION FOR APPROVAL OF
TEN-YEAR SAFETY SURVEY REPORT**

(23 IL. Adm. Code Part 180, Sections. 180.310, 180.320, 180.330, 180.340)

NAME OF SCHOOL BUILDING LIBERTYVILLE HIGH SCHOOL	SURVEY YEAR 2023
NAME AND NUMBER OF SCHOOL DISTRICT CHSD 128, 1280	COUNTY Lake
ARCHITECT NAME Michael T. Henderson	FIRM STR Partners LLC
FIRM ADDRESS 350 W. Ontario Street, Chicago, IL 60654	TELEPHONE NUMBER 312-464-1444

I certify that the survey referred to herein was prepared by me and to the best of my knowledge is a true and accurate.

- Building in Full Compliance.
- Building Not in Compliance

7/23/2023 Michael T. Henderson

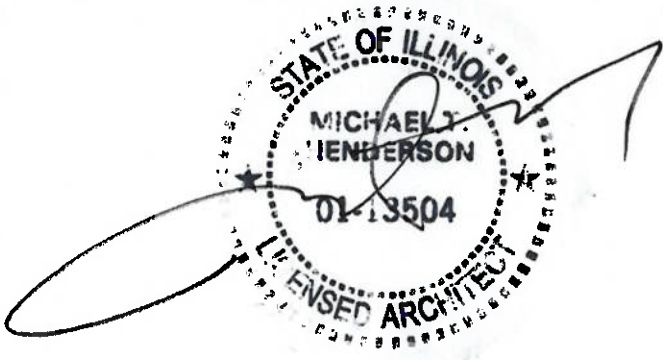
Date *Printed Name Architect/Engineer*

Date *President of Board of Education*

Date *Secretary of Board of Education*

11/30/2026 001-013504

Expiration Date *License Number*

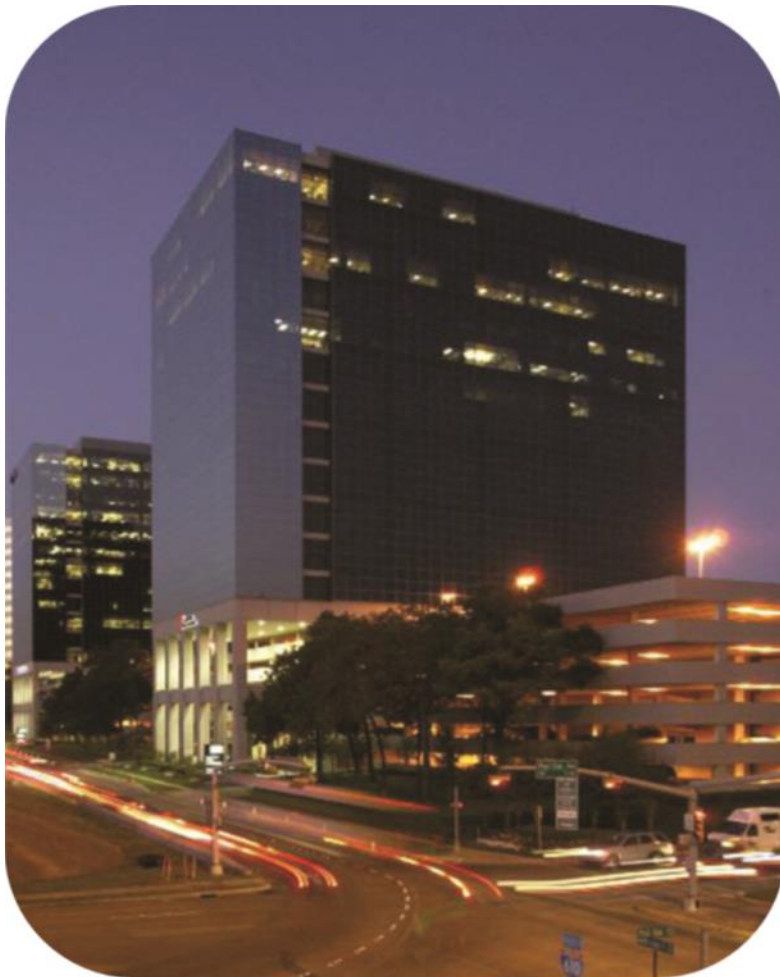


[Seal and Signature]

Failure to submit accurate and complete safety survey reports as required shall subject a school district to the recognition provisions of 23 Illinois Administrative Code 180.



Trane Turnkey Proposal



Turnkey Proposal For:

Mark Koopman
Community High School District 128
Libertyville High School
708 W Park Avenue .
Libertyville, IL 60048

Local Trane Office:

Trane U.S. Inc.
7100 South Madison
Willowbrook, IL 60527

Local Trane Representative:

Patrick Heneberry
Account Executive
Cell: (630) 930-2551
Office: (630) 734-6149

Proposal ID: 8365443

COOP Quote Number: R1-191239-25-001

COOP or Federal Contract ID: OMNIA Racine
#3341

Date: December 4, 2025



Libertyville High School





Trane Turnkey Proposal

Executive Summary

Trane is pleased to present a solution to help Libertyville Community Hs Dist 128 reach its performance goals and objectives. This proposed project will enhance your operation by helping you to optimize your resources, improve the comfort in your facility, and reduce energy costs.

We appreciate the effort from Libertyville Community Hs Dist 128 to assist in the HVAC system analysis and business discussions. Because of your efforts, we were able to develop a proposal that offers Turnkey retrofit service solutions to your specific concerns, based on Trane system knowledge and application expertise.

As your partner, Trane is committed to providing Turnkey retrofit services to help achieve a comfortable building environment for the people who occupy the building. For the people who own, manage and maintain the building, Trane is committed to providing reliable HVAC systems and products that improve performance.

Some key features and benefits Libertyville Community Hs Dist 128 should expect from this project are highlighted below.

Existing Conditions/Goal Summary—Libertyville High School

The existing system at Libertyville High School is laid out as follows:

- Libertyville High School has 2 large air handling systems on the roof of the building in a penthouse that is from the 1960's that is serving the Gymnasium and the air handlers are well outside of the ASHRAE life expectancy for the equipment
- Humidity issues and proper air flow have been a problem for decades due to an undersized air handling system
- The existing system was originally designed for steam and only provided steam heat
- All parts/components in the Air Handlers are obsolete and no longer available
- The electrical/power/distribution to the system may need to be improved in order to provide proper HVAC to the gymnasium
- It is the desire of Libertyville High School to replace the Air Handlers with new, energy efficient fan array air handler technology

We look forward to partnering with Libertyville Community Hs Dist 128 for your Turnkey retrofits service needs. I will be contacting you soon to discuss the proposal and to schedule the next steps

WE VALUE THE CONFIDENCE YOU HAVE PLACED IN TRANE AND LOOK FORWARD TO PARTNERING WITH YOU.

Patrick Heneberry
Trane U.S. Inc.

Prepared For:

Libertyville Community Hs Dist 128

Date:

December 4, 2025

Job Name:

Libertyville High School Penthouse Air Handler Replacements

Proposal ID:

8365443

Delivery Terms:

Freight Allowed and Prepaid – F.O.B. Factory

Payment Terms:

Net 30

State Contractor License Number:

IL

Proposal Expiration Date:

30 Days

Scope of Work—Penthouse Air Handler Replacements

Equipment:

- (2) New Built-up AHU's that consist of the following:
 - 2" acoustical housing with associated doors & windows
 - New OA damper
 - New RA damper
 - New Mixed air damper
 - New MERV-8 2'x2' Filters in a 4 x 4 array
 - New MERV-13 2'x2' filters in a 4 x4 array
 - New stacked dual temp CHW/HW coils with new drain pans
 - New 2-way control valve
 - New coil circulating pump
 - (4) supply air plug fans in a 2 x 2 array with (2) VFD's
 - (2) new return/exhaust air fans with VFD's

Mechanical Scope:

- Demo/make safe
- Reclaim and dispose of the refrigerant in the units per EPA guidelines
- Disconnect and make safe power and control wiring
- Pre-test existing air and water flows before demolition
- Demo make safe all existing Penthouse AHU equipment
- Install new AHU housing
- Install new OA, MA, & RA control dampers
- Install new filter racking system
- Install new dual CHW/HW coil
- Install new CHW/HW piping from existing shut off to new coil connections
- Install new coil circulating pump
- Install new pipe insulation
- Repair existing pipe insulation within the Penthouse
- Provide pipe labeling with flow directions
- Install new supply air fans with divider plates
- Install new RA, EA and SA ductwork for a complete system
- Haul away all removed equipment and associated materials from the site for legal disposal
- Pre and post testing
- Factory Start-up & commissioning of new units by Trane technicians
- Adherence to Trane safety requirements
- Pricing includes 1 year parts and labor warranty
 - A 1 year service agreement is included

Electrical Scope:

- Provide for new 200 Amp breaker to be installed in existing distribution panel
- Provide for new conduit and wire from breaker up to Penthouse
- Install new 200 Amp distribution panel
- Demo existing 100 Amp distribution panel in Penthouse and replace with new
- Install all new VFD's and starters as required
- Provide power wiring to return air fans. Supply air fans, pumps, etc
- Install new lighting as required within Penthouse to accommodate the new equipment layout
- Install new lighting within each new AHU
- Provide for proper convenience 120v/ 1 phase outlets

Controls Scope:

- Integrate the new AHU's into the existing Trane Tracer SC+ controls platform
- Provide new upgraded control panels with new Symbio components
- Provide all required field sensors and control items
- Provide 2-way CHW/HW control valves
- Provide single zone VAV control strategies to each of the AHU's
- Provide all required control engineering, programming, start up and commissioning
- Provide all required field wiring of control components

Additional Scope:

- All required craning costs for removal and setting of equipment
- Proper equipment storage for inspection before sending to the site
- All required demolition within the Penthouse with removal from site
- All required materials to utilize the roof adjacent to the Penthouse as staging
- Pre and post test of all AHU air flows and water flows
- All required Engineering, Project Management, Start-up, and Commissioning of systems

Warranty Program

- All equipment installed above carry the following warranties:
 - 1-year whole unit parts
 - 1-year labor
- Manufacturer start up is included all equipment
- 1 year of parts and labor warranty will be provided on all other components of the project.

Service Program

- The new air handlers installed above will be serviced with the following scope of work for the first year after initial start up:
 - Annual Maintenance
 - Operating Inspections (Qty. 2)
 - Digital Services Included (As applicable)

Turnkey/Controls System Service Included:

As with all of our Projects, we provide as a value-added service to our customers the following items:

- Professional Project Management that includes project scheduling and coordination with subcontractors and Owner
- Equipment Start-up Services performed by our in-house personnel.
- Complete Owner training with O&M documentation for a smooth transition for plant operations. As with all of our projects, we shall provide operational training to maintenance personnel on the practical aspects of the design, operation and maintenance of the mechanical system(s), user level troubleshoots and warranty repair procedures.
- Engineered Equipment/Control Submittals and As-Built Drawings
- Owner Control System Operational Training
- All work will be completed by Trane Chicago. Trane will handle any necessary subcontractor coordination.

Proposal Notes/Clarifications:

- All work to be performed during normal business hours (8am to 5pm, M-F, non-holidays)
- Proposal does not include "Premium Time" or Price Contingency therefore
- Any temporary controls are not included
- Repair or replacement of any equipment being controlled is not included
- Equipment Order Release and Services rendered are dependent on receipt of PO/Subcontract and credit approval
- Controls for any systems not listed above are excluded
- Trane will not perform any work if working conditions could endanger or put at risk the safety of our employees or subcontractors
- Pricing includes above mentioned items only. Customer will be alerted to any additional work/components necessary beyond above scope for approval prior to correcting.
- Fire alarm work except re-connect of any existing wiring at units
- Pipe freezing for isolation (if necessary) is excluded from this proposal
- Asbestos or hazardous material abatement removal shall be performed by customer
- Test and Balance of existing duct distribution and outlets
- Temporary Rental Equipment or Power Is Included (if applicable)
- If Trane Rental services are necessary Trane will provide the necessary equipment, project management, and engineering for the rental solution. All rental services are above and beyond the project costs.
- Fire Alarm System Wiring, Fire Alarm Shutdown Interlocks Not Included
- Documented Point to Point and/or LEED Commissioning Assistance
- Premium Time Labor
- Any network connectivity issues for the site.
- Repair or replacement of any additional equipment being controlled that is found to be defective
- Air and/ or Water Testing and Balancing.
- PC Workstation(s), Laptop(s)



Pricing and Acceptance

Libertyville Community Hs Dist 128

Site Address:
Libertyville High School
708 W Park Ave
Libertyville, IL 60048

Price

Base Project Price.....	\$1,181,430.00
Add for Contingency.....	\$100,000.00
**Contingency is only to be used at the district's discretion or upon their approval	
Complete Project Pricing.....	\$1,281,430.00

Financial items not included

- Applicable sales tax or use tax is excluded
- Permits
- Bid Bond
- Payment and Performance Bond
- Liquidated Damages
- Demurrage or Storage Charges
- Participation in OCIOP or CCIP Insurance Programs

Respectfully submitted,

Patrick Heneberry
Trane U.S. Inc.
Office Phone: (630) 930-2551

ACCEPTANCE

This proposal is subject to Customer's acceptance of the attached Trane Terms and Conditions (Installation).

We value the confidence you have placed in Trane and look forward to working with you.

Submitted By: Patrick Heneberry	Cell/Office: 630-930-2551 Proposal Date: December 4, 2025
CUSTOMER ACCEPTANCE Libertyville Community Hs Dist 128	TRANE ACCEPTANCE Trane U.S. Inc.
Authorized Representative	Authorized Representative
Printed Name	Printed Name
Title	Title
Purchase Order Acceptance Date:	Signature Date License Number: IL

TERMS AND CONDITIONS – COMMERCIAL TURNKEY INSTALLATION – Trane Equipment and Related Work

“Trane” or “Company” shall mean Trane U.S. Inc. for Work performed in the United States or Trane Canada ULC for Work performed in Canada.

1. Acceptance; Agreement. These terms and conditions are an integral part of Company's offer and form the basis of any agreement (the “Agreement”) resulting from Company's proposal (the “Proposal”) for the commercial goods and/or services described (the “Work”). **COMPANY'S TERMS AND CONDITIONS AND EQUIPMENT PRICES ARE SUBJECT TO PERIODIC CHANGE OR AMENDMENT.** The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent (“Customer”) delivered to Company within 30 days from the date of the Proposal. Prices in the Proposal are subject to change at any time upon notice to Customer. If Customer accepts the Proposal by placing an order, without the addition of any other terms and conditions of sale or any other modification, Customer's order shall be deemed acceptance of the Proposal subject to Company's terms and conditions, and the final Proposal price (“Proposal Price”). If Customer's order is expressly conditioned upon Company's acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with Company's terms and conditions attached or referenced serves as Company's notice of objection to Customer's terms and as Company's counteroffer to provide Work in accordance with the Proposal and the Company terms and conditions. If Customer does not reject or object in writing to Company within 10 days, Company's counteroffer will be deemed accepted. Notwithstanding anything to the contrary herein, Customer's acceptance of the Work by Company will in any event constitute an acceptance by Customer of Company's terms and conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance or, at its option, renegotiate prices and/or terms and conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability, other than Customer's obligation to pay for Work rendered by Company to the date of cancellation.

2. Connected Services. In addition to these terms and conditions, the Connected Services Terms of Service (“Connected Services Terms”), available at <https://www.trane.com/TraneConnectedServicesTerms>, as updated from time to time, are incorporated herein by reference and shall apply to the extent that Company provides Customer with Connected Services, as defined in the Connected Services Terms.

3. Title and Risk of Loss. All Equipment sales with destinations to Canada or the U.S. shall be made as follows: FOB Company's U.S. manufacturing facility or warehouse (full freight allowed). Title and risk of loss or damage to Equipment will pass to Customer upon tender of delivery of such to carrier at Company's U.S. manufacturing facility or warehouse.

4. Pricing and Taxes.

a. Unless otherwise noted, the price in the Proposal includes standard ground transportation and, if required by law, all sales, consumer, use and similar taxes legally enacted as of the date hereof for equipment and material installed by Company. Tax exemption is contingent upon Customer furnishing appropriate certificates evidencing Customer's tax-exempt status. Company shall charge Customer additional costs for bonds agreed to be provided. Equipment sold on an uninstalled basis and any taxable labor/labour do not include sales tax and taxes will be added. Within thirty (30) days following Customer acceptance of the Proposal without addition of any other terms and conditions of sale or any modification, Customer shall provide notification of release for immediate production at Company's factory. Prices for Work are subject to change at any time prior to shipment to reflect any cost increases related to the manufacture, supply, and shipping of goods. This includes, but is not limited to, cost increases in raw materials, supplier components, labor, utilities, freight, logistics, wages and benefits, regulatory compliance, or any other event beyond Company's control. If such release is not received within 6 months after date of order receipt, Company reserves the right to cancel any order. If shipment is delayed due to Customer's actions, Company may also charge Customer storage fees. Company shall be entitled to equitable adjustments in the contract price to reflect any cost increases as set forth above and will provide notice to Customer prior to the date for which the increased price is to be in effect for the applicable customer contract. In no event will prices be decreased.

b. **Allocation to Trane of Tax Deduction under Section 179D of the Internal Revenue Code.** For calendar tax year(s) in which (a) the provisions of Section 179D of the Internal Revenue Code are in effect and (b) the qualifying property installed as a part of the Services has been placed in service pursuant to Section 179D, Customer agrees to allocate the tax deduction available under Section 179D solely to Trane pursuant to Section 179D(d)(4) and, upon a written request from Trane, shall provide the written form of allocation to the Customer that is required by the Internal Revenue Service.

5. Exclusions from Work. Company's obligation is limited to the Work as written and defined under the scope of Work and does not include any modifications to the Work under the Americans With Disabilities Act or any other law or building code(s). In no event shall Company be required to perform work Company reasonably believes is outside of the defined Work without a written change order signed by Customer and Company in accordance with the Change of Work process defined hereunder.

6. Performance. Company shall perform the Work in accordance with industry standards generally applicable in the area under similar circumstances as of the time Company performs the Work. Company may refuse to perform any Work where working conditions could endanger property or put at risk the safety of persons. Unless otherwise agreed to by Customer and Company, at Customer's expense and before the Work begins, Customer will provide any necessary access platforms, catwalks to safely perform the Work in compliance with OSHA or state industrial safety regulations.

7. Payment. For Work requiring a longer construction schedule and progress payments, Customer shall pay Company or cause Company to be paid for the Services as follows: (a) **Initial Payment:** For Upon execution hereof, [Initial Payment]% of the Contract Price (for engineering, drafting and other mobilization costs incurred prior to on-site installation) shall be due; and (b) **Progress and Final Payments:** Company will invoice in accordance with the Proposal for all materials and equipment delivered to the job site (or, as applicable, to an off-site storage facility) and for all installation, labor and services performed during the billing period; Customer shall pay all amounts due upon receipt of the invoice and any invoice not paid within ten (10) calendar days of its date shall be past due. All amounts outstanding ten (10) calendar days beyond the due date shall bear interest payable to Trane at the maximum allowable legal rate, retroactive to the due date. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due from Customer. For all other Work, Customer shall pay Company's invoices within net 30 days of invoice date. Company may invoice Customer for all equipment or material furnished, whether delivered to the installation site or to an off-site storage facility and for all Work performed on-site or off-site. No retention shall be withheld from any payments except as expressly agreed in writing by Company, in which case retention shall be reduced per the contract documents and released no later than the date of substantial completion. Under no circumstances shall any retention be withheld for the equipment portion of the order. If payment is not received as required, Company may suspend performance and the time for completion shall be extended for a reasonable period of time not less than the period of suspension. Customer shall be liable to Company for all reasonable shutdown, standby and start-up costs as a result of the suspension. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to 1.5% of the principal amount due at the end of each month. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due and otherwise enforcing these terms and conditions. If requested, Company will provide appropriate lien waivers upon receipt of payment. Customer agrees that, unless Customer makes payment in advance, Company will have a purchase money security interest in all equipment from Company to secure payment in full of all amounts due Company and its order for the equipment, together with these terms and conditions, form a security agreement. Customer shall keep the equipment free of all taxes and encumbrances, shall not remove the equipment from its original installation point and shall not assign or transfer any interest in the equipment until all payments due Company have been made.

8. Time for Completion. Except to the extent otherwise expressly agreed in writing signed by an authorized representative of Company, all dates provided by Company or its representatives for commencement, progress or completion are estimates only. While Company shall use commercially reasonable efforts to meet such estimated dates, Company shall not be responsible for any damages for its failure to do so. Delivery dates are approximate and not guaranteed. Company will use commercially reasonable efforts to deliver the Equipment on or before the estimated delivery date, will notify Customer if the estimated delivery dates cannot be honored, and will deliver the Equipment and services as soon as practicable thereafter. In no event will Company be liable for any damages or expenses caused by delays in delivery.

9. Equipment Location & Access. Customer shall provide, without charge, a mutually satisfactory location or locations for the installation and operation of the equipment and the performance of the installation work, including sufficient areas for staging, mobilization, and storage. Customer shall provide access to the Premises for Trane and its contractors or subcontractors during regular business hours, or such other hours as may be requested by Trane and acceptable to Customer, to install, adjust, inspect, and correct the installation work. Trane's access to correct any emergency condition shall not be restricted by Customer. Customer grants to Company the right to remotely connect (via phone modem, internet or other agreed upon means) to Customer's building automation system (BAS) and/or HVAC equipment to view, extract, or otherwise collect and retain data from the BAS, HVAC equipment, or other building systems, and to diagnose and remotely make repairs at Customer's request.

10. Completion. When Company informs Customer that the Work has been completed, Customer shall inspect the Work in the presence of Company's representative, and Customer shall either (a) accept the Work in its entirety in writing, or (b) accept the Work in part and specifically identify, in writing, any exception items. Customer agrees to re-inspect any and all excepted items as soon as Company informs Customer that all such excepted items have been completed. The initial acceptance inspection shall take place within ten (10) days from the date when Company informs Customer that the Work has been completed. Any subsequent re-inspection of excepted items shall take place within five (5) days from the date when Company informs Customer that the excepted items have been completed. Customer's failure to cooperate and complete any of said inspections within the required time limits shall constitute complete acceptance of the Work as of ten (10) days from date when Company informs Customer that the Work, or the excepted items, if applicable, has/have been completed.

a. **Substantial Completion.** When Trane considers that the Services, or a portion thereof, are substantially complete, Trane will submit to Customer a proposed “punch list” listing items of the Services to be completed prior to final completion. Customer and Trane shall inspect the Work (or portion thereof) to determine if the same is substantially complete. (Substantial Completion is defined as the stage in the progress of the Services (or designated portion thereof) when the Work is sufficiently complete so that Customer can occupy or utilize the Services for its intended use.) Customer and Trane shall add to the punch list any item of work that has not been

completed. When the Services (or designated portion thereof) are substantially complete, Customer and Trane shall execute a Certificate of Substantial Completion, setting forth the date of Substantial Completion and shall state the date by which Trane shall complete the items included on the punch list.

b. Final Completion. Upon Customer's receipt of written notice from Trane that the installation work included in the Work is ready for final inspection and acceptance, Customer and Trane shall inspect the installation services and determine whether the same has been performed in accordance with the Proposal. If Customer considers the installation work to have been performed in accordance with the Proposal, Customer shall issue a Certificate of Final Completion and Acceptance, to be executed by an authorized representative of Customer. In the event Trane presents a Certificate of Final Completion and Acceptance to Customer for execution and, within fourteen (14) calendar days from the date noted in the Certificate as the date of such presentation, Customer fails to deliver an executed original of the Certificate to Trane and does not provide to Trane written objections to issuance of the Certificate, providing specific facts as to why the Services have not been finally completed, the Date of Final Completion shall be the date noted in the Certificate as the date the Certificate was submitted to Customer.

11. Changes in Work

a. Customer, by written change order, may request that Trane perform services in addition to the Work ("Change Order"). Trane shall be obligated to perform such additional services only pursuant to a Change Order agreed to and executed by Customer and Trane. The Change Order shall reflect the parties' agreement with respect to the scope of the additional services, the amount of any adjustment in the Proposal Price, and the extent of any adjustment in the contract time.

b. If a Change Order provides for an adjustment to the Proposal Price, such adjustment shall be based on one of the following methods:

- (1) A lump sum agreed to by Customer and Trane;
- (2) Unit prices set forth in this Agreement or subsequently agreed to;
- (3) Cost of the work ordered plus a fee agreed to by the parties.

c. The following types of costs, which listing is not all-inclusive, shall be included in the determination of the cost of the additional work:

- (1) costs of labor, including social security, old age and unemployment insurance, fringe benefits required by agreement or industry practice or custom, and workers' compensation insurance;
- (2) costs of materials, supplies and equipment, including transportation thereof, whether the same is incorporated or consumed in the additional work;
- (3) the costs of renting machinery and equipment, except hand tools;
- (4) premium costs for all bonds and insurance, permit or other governmental approval or inspection fees, and sales, use or comparable taxes relating to the additional work; and
- (5) additional costs of supervision and field office personnel directly attributable to the additional work.

12. Permits and Governmental Fees. Company shall secure (with Customer's assistance) and pay for building and other permits and governmental fees, licenses, and inspections necessary for proper performance and completion of the Work which are legally required when bids from Company's subcontractors are received, negotiations thereon concluded, or the effective date of a relevant Change Order, whichever is later. Customer is responsible for necessary approvals, easements, assessments and charges for construction, use or occupancy of permanent structures or for permanent changes to existing facilities. If the cost of such permits, fees, licenses and inspections are not included in the Proposal, Company will invoice Customer for such costs.

13. Utilities During Construction. Customer shall provide without charge to Company all water, heat, and utilities required for performance of the Work.

14. Concealed or Unknown Conditions. In the performance of the Work, if Company encounters conditions at the Work site that are (i) subsurface or otherwise concealed physical conditions that differ materially from those indicated on drawings expressly incorporated herein or (ii) unknown physical conditions of an unusual nature that differ materially from those conditions ordinarily found to exist and generally recognized as inherent in construction activities of the type and character as the Work, Company shall notify Customer of such conditions promptly, prior to significantly disturbing same. If such conditions differ materially and cause an increase in Company's cost of, or time required for, performance of any part of the Work, Company shall be entitled to, and Customer shall consent by Change Order to, an equitable adjustment in the Proposal Price, contract time, or both.

15. Pre-Existing Conditions. Company is not liable for any claims, damages, losses, or expenses, arising from or related to conditions that existed in, on, or upon the Work site before the Commencement Date of this Agreement ("Pre-Existing Conditions"), including, without limitation, damages, losses, or expenses involving Pre-Existing Conditions of building envelope issues, mechanical issues, plumbing issues, and/or indoor air quality issues involving mold/mould and/or fungi. Company also is not liable for any claims, damages, losses, or expenses, arising from or related to work done by or services provided by individuals or entities that are not employed by or hired by Company.

16. Asbestos and Hazardous Materials. Company's Work and other services in connection with this Agreement expressly excludes any identification, abatement, cleanup, control, disposal, removal or other work connected with asbestos, polychlorinated biphenyl ("PCB"), or other hazardous materials (hereinafter, collectively, "Hazardous Materials"). Customer warrants and represents that, except as set forth in a writing signed by Company, there are no Hazardous Materials on the Work site that will in any way affect Company's Work and Customer has disclosed to Company the existence and location of any Hazardous Materials in all areas within which Company will be performing the Work. Should Company become aware of or suspect the presence of Hazardous Materials, Company may immediately stop work in the affected area and shall notify Customer. Customer will be exclusively responsible for taking any and all action necessary to correct the condition in accordance with all applicable laws and regulations. Customer shall be exclusively responsible for and, to the fullest extent permitted by law, shall indemnify and hold harmless Company (including its employees, agents and subcontractors) from and against any loss, claim, liability, fees, penalties, injury (including death) or liability of any nature, and the payment thereof arising out of or relating to any Hazardous Materials on or about the Work site, not brought onto the Work site by Company. Company shall be required to resume performance of the Work in the affected area only in the absence of Hazardous Materials or when the affected area has been rendered harmless. In no event shall Company be obligated to transport or handle Hazardous Materials, provide any notices to any governmental agency, or examine the Work site for the presence of Hazardous Materials.

17. Force Majeure. Company's duty to perform under this Agreement is contingent upon the non-occurrence of an Event of Force Majeure. If Company shall be unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon 10 days' notice to Customer, in which event Customer shall pay Company for all parts of the Work furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; tornado; storm; fire; civil disobedience; pandemic insurrections; riots; labor/labour disputes; labor/labour or material shortages; sabotage; restraint by court order or public authority (whether valid or invalid), and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.

18. Customer's Breach. Each of the following events or conditions shall constitute a breach by Customer and shall give Company the right, without an election of remedies, to terminate this Agreement or suspend performance by delivery of written notice: (1) Any failure by Customer to pay amounts when due; or (2) any general assignment by Customer for the benefit of its creditors, or if Customer becomes bankrupt or insolvent or takes the benefit of any statute for bankrupt or insolvent debtors, or makes or proposes to make any proposal or arrangement with creditors, or if any steps are taken for the winding up or other termination of Customer or the liquidation of its assets, or if a trustee, receiver, or similar person is appointed over any of the assets or interests of Customer; (3) Any representation or warranty furnished by Customer in this Agreement is false or misleading in any material respect when made; or (4) Any failure by Customer to perform or comply with any material provision of this Agreement. Customer shall be liable to Company for all Work furnished to date and all damages sustained by Company (including lost profit and overhead)

19. Indemnity. To the fullest extent permitted by law, Company and Customer shall indemnify, defend and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or tangible personal property, to the extent caused by the negligence or misconduct of their respective employees or other authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses or liabilities to the extent attributable to the acts or omissions of the other party. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination.

20. Limitation of Liability. NOTWITHSTANDING ANYTHING TO THE CONTRARY, IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY SPECIAL, LIQUIDATED INCIDENTAL, INDIRECT CONSEQUENTIAL, OR PUNITIVE OR EXEMPLARY DAMAGES (INCLUDING WITHOUT LIMITATION BUSINESS INTERRUPTION, LOST DATA, LOST REVENUE, LOST PROFITS, LOST DOLLAR SAVINGS, OR LOST ENERGY USE SAVINGS, INCLUDING CONTAMINANTS LIABILITIES, EVEN IF A PARTY HAS BEEN ADVISED OF SUCH POSSIBLE DAMAGES OR IF SAME WERE REASONABLY FORESEEABLE AND REGARDLESS OF WHETHER THE CAUSE OF ACTION IS FRAMED IN CONTRACT, NEGLIGENCE, ANY OTHER TORT, WARRANTY, STRICT LIABILITY, OR PRODUCT LIABILITY). In no event will Company's liability in connection with the provision of products or services or otherwise under this Agreement exceed the entire amount paid to Company by Customer under this Agreement.

21. CONTAMINANTS LIABILITY

The transmission of COVID-19 may occur in a variety of ways and circumstances, many of the aspects of which are currently not known. HVAC systems, products, services and other offerings have not been tested for their effectiveness in reducing the spread of COVID-19, including through the air in closed environments. **IN NO EVENT WILL**

COMPANY BE LIABLE UNDER THIS AGREEMENT OR OTHERWISE FOR ANY INDEMNIFICATION, ACTION OR CLAIM, WHETHER BASED ON WARRANTY, CONTRACT, TORT OR OTHERWISE, FOR ANY BODILY INJURY (INCLUDING DEATH), DAMAGE TO PROPERTY, OR ANY OTHER LIABILITIES, DAMAGES OR COSTS RELATED TO CONTAMINANTS (INCLUDING THE SPREAD, TRANSMISSION, MITIGATION, ELIMINATION, OR CONTAMINATION THEREOF) (COLLECTIVELY, "CONTAMINANT LIABILITIES") AND CUSTOMER HEREBY EXPRESSLY RELEASES COMPANY FROM ANY SUCH CONTAMINANTS LIABILITIES.

22. Patent Indemnity. Company shall protect and indemnify Customer from and against all claims, damages, judgments and loss arising from infringement or alleged infringement of any United States patent by any of the goods manufactured by Company and delivered hereunder, provided that in the event of suit or threat of suit for patent infringement, Company shall promptly be notified and given full opportunity to negotiate a settlement. Company does not warrant against infringement by reason of Customer's design of the articles or the use thereof in combination with other materials or in the operation of any process. In the event of litigation, Customer agrees to reasonably cooperate with Company. In connection with any proceeding under the provisions of this Section, all parties concerned shall be entitled to be represented by counsel at their own expense.

23. Limited Warranty. Company warrants for a period of 12 months from the date of substantial completion ("Warranty Period") commercial equipment manufactured and installed by Company against failure due to defects in material and manufacture and that the labor/labour furnished is warranted to have been properly performed (the "Limited Warranty"). Trane equipment sold on an uninstalled basis is warranted in accordance with Company's standard warranty for supplied equipment. **Product manufactured by Company that includes required startup and is sold in North America will not be warranted by Company unless Company performs the product start-up.** Substantial completion shall be the earlier of the date that the Work is sufficiently complete so that the Work can be utilized for its intended use or the date that Customer receives beneficial use of the Work. If such defect is discovered within the Warranty Period, Company will correct the defect or furnish replacement equipment (or, at its option, parts therefor) and, if said equipment was installed pursuant hereto, labor/labour associated with the replacement of parts or equipment not conforming to this Limited Warranty. Defects must be reported to Company within the Warranty Period. Exclusions from this Limited Warranty include damage or failure arising from: wear and tear; corrosion, erosion, deterioration; Customer's failure to follow the Company-provided maintenance plan; refrigerant not supplied by Company; and modifications made by others to Company's equipment. Company shall not be obligated to pay for the cost of lost refrigerant. Notwithstanding the foregoing, all warranties provided herein terminate upon termination or cancellation of this Agreement. No warranty liability whatsoever shall attach to Company until the Work has been paid for in full and then said liability shall be limited to the lesser of Company's cost to correct the defective Work and/or the purchase price of the equipment shown to be defective. Equipment, material and/or parts that are not manufactured by Company ("Third-Party Product(s)") are not warranted by Company and have such warranties as may be extended by the respective manufacturer. **CUSTOMER UNDERSTANDS THAT COMPANY IS NOT THE MANUFACTURER OF ANY THIRD-PARTY PRODUCT(S) AND ANY WARRANTIES, CLAIMS, STATEMENTS, REPRESENTATIONS, OR SPECIFICATIONS ARE THOSE OF THE THIRD-PARTY MANUFACTURER, NOT COMPANY AND CUSTOMER IS NOT RELYING ON ANY WARRANTIES, CLAIMS, STATEMENTS, REPRESENTATIONS, OR SPECIFICATIONS REGARDING THE THIRD-PARTY PRODUCT THAT MAY BE PROVIDED BY COMPANY OR ITS AFFILIATES, WHETHER ORAL OR WRITTEN. THE WARRANTY AND LIABILITY SET FORTH IN THIS AGREEMENT ARE IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES, WHETHER IN CONTRACT OR IN NEGLIGENCE, EXPRESS OR IMPLIED, IN LAW OR IN FACT, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND/OR OTHERS ARISING FROM COURSE OF DEALING OR TRADE. COMPANY MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, INCLUDING WARRANTY OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE. ADDITIONALLY, COMPANY MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND REGARDING PREVENTING, ELIMINATING, REDUCING OR INHIBITING ANY MOLD, FUNGUS, BACTERIA, VIRUS, MICROBIAL GROWTH, OR ANY OTHER CONTAMINANTS (INCLUDING COVID-19 OR ANY SIMILAR VIRUS) (COLLECTIVELY, "CONTAMINANTS"), WHETHER INVOLVING OR IN CONNECTION WITH EQUIPMENT, ANY COMPONENT THEREOF, SERVICES OR OTHERWISE. IN NO EVENT SHALL COMPANY HAVE ANY LIABILITY FOR THE PREVENTION, ELIMINATION, REDUCTION OR INHIBITION OF THE GROWTH OR SPREAD OF SUCH CONTAMINANTS INVOLVING OR IN CONNECTION WITH ANY EQUIPMENT, THIRD-PARTY PRODUCT, OR ANY COMPONENT THEREOF, SERVICES OR OTHERWISE AND CUSTOMER HEREBY SPECIFICALLY ACKNOWLEDGES AND AGREES THERETO.**

24 Insurance.

a. Company agrees to maintain the following insurance while the Work is being performed with limits not less than shown below and will, upon request from Customer, provide a Certificate of evidencing the following coverage:

Commercial General Liability	\$2,000,000 per occurrence
Automobile Liability	\$2,000,000 CSL
Workers Compensation	Statutory Limits

If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so but only subject to Company's manuscript additional insured endorsement under its primary Commercial General Liability policies. In no event does Company waive its right of subrogation.

b. Customer's Liability and Property Insurance. (a) Customer shall be responsible for purchasing and maintaining Commercial General Liability Insurance of the type and amount Customer deems necessary and appropriate. (b) Customer shall purchase and maintain until Final Payment property insurance for the installation work in progress at least in an amount equal to the Proposal Price, as the same may be adjusted from time to time, for the installation work (including the equipment) on a replacement cost basis with a deductible of no more than \$5,000 from an insurer reasonably acceptable to Trane. Such property insurance shall include the interests of Customer, Trane, and its subcontractors (at whatever tier) as additional insureds as their interests may appear. The property insurance purchased by Customer shall be on an all-risk policy form. The property insurance shall cover portions of the installation work stored off site after written approval of Customer at the value established in the approval. Customer, for itself and its insurance carriers, hereby waives all rights of subrogation against Trane and any of its subcontractors, agents, employees, and officers with respect to property insurance and any other insurance coverages maintained by Customer. (c) A loss insured under Customer's property insurance shall be adjusted by Customer's Insurer as a fiduciary and made payable to Customer as a fiduciary for the insureds, as their respective interests may appear, subject to requirements of any applicable mortgage clause. Trane shall pay its subcontractors their just shares of insurance proceeds received by Customer and remitted to Trane, and, by appropriate agreements, written where legally required for validity, shall require said subcontractors to make payments to their subcontractors in a similar manner. In its fiduciary role, Customer shall have the power to negotiate and settle a loss with insurers; provided, however, that at least ten (10) days prior to agreeing to the proposed settlement, Customer shall advise the parties in interest in writing of the terms of the same and the parties in interest shall have seven (7) days thereafter to object in writing to the proposed adjustment or settlement; if such objection is made, Customer shall not enter into or agree to the proposed adjustment. (d) Certificates of insurance acceptable to the Customer and to Trane shall be provided by each party to the other prior to commencement of performance of any Services. Such certificates shall contain a provision that coverages afforded under the policies will not be canceled or allowed to expire until at least thirty (30) days prior written notice has been given to the other party. If any of the insurance coverages are required to remain in force after final payment and are reasonably available, an additional certificate evidencing continuation of such coverage shall be submitted with the final application for payment.

25. Commencement of Statutory Limitation Period. Except as to warranty claims, as may be applicable, any applicable statutes of limitation for acts or failures to act shall commence to run, and any alleged cause of action stemming therefrom shall be deemed to have accrued, in any and all events not later than the last date that Company or its subcontractors physically performed work on the project site.

26. General. Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state or province in which the Work is performed, without regard to choice of law principles which might otherwise call for the application of a different state's or province's law. Any dispute arising under or relating to this Agreement that is not disposed of by agreement shall be decided by litigation in a court of competent jurisdiction located in the state or province in which the Work is performed. To the extent the Work site is owned and/or operated by any agency of the Federal Government, determination of any substantive issue of law shall be according to the Federal common law of Government contracts as enunciated and applied by Federal judicial bodies and boards of contract appeals of the Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supercedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. This Agreement may not be amended, modified or terminated except by a writing signed by the parties hereto. No documents shall be incorporated herein by reference except to the extent Company is a signatory thereon. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other terms and conditions of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, or its right, title or interest herein, without the written consent of the Company. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of Customer's permitted successors and assigns. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original.

27. Federal Requirements. The Parties shall comply with all United States federal labor law obligations under 29 CFR part 471, appendix A to subpart A. THE FOLLOWING PROVISIONS ARE INCORPORATED HEREIN BY REFERENCE: Executive Order 11701 and 41 CFR §§ 60-250.5(a), 60-300.5; Executive Order 11758 and 41 CFR § 60-741.5(a); U.S. immigration laws, including the L-1 Visa Reform Act of 2004 and the H-1B Visa Reform Act of 2004; and Executive Order 13496. The Parties shall abide by the requirements of 41 CFR 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment

individuals without regard to protected veteran status or disability. The Parties certify that they do not operate any programs promoting DEI that violate any applicable United States anti-discrimination laws and acknowledge and agree that their compliance with all applicable federal anti-discrimination laws is material to the federal government's payment decisions. The Parties acknowledge and agree that their employment, procurement, and contracting practices shall not consider race, color, sex, sexual preference, religion, or national origin in ways that violate United States federal civil rights laws.

28. Export Laws. The obligation of Company to supply Equipment and/or Services under this Agreement is subject to the ability of Company to supply such items consistent with applicable laws and regulations of the United States and other governments. Company reserves the right to refuse to enter into or perform any order, and to cancel any order, under this Agreement if Company in its sole discretion determines that performance of the transaction to which such order relates would violate any such applicable law or regulation. Customer will pay all handling and other similar costs from Company's factories including the costs of freight, insurance, export clearances, import duties and taxes. Customer will be "exporter of record" with respect to any export from the United States of America and will perform all compliance and logistics functions in connection therewith and will also comply with all applicable laws, rules and regulations. Customer understands that Company and/or the Equipment and/or Services are subject to laws and regulations of the United States of America which may require licensing or authorization for and/or prohibit export, re-export or diversion of Company's Equipment and/or Services to certain countries, and agrees it will not knowingly assist or participate in any such diversion or other violation of applicable United States of America laws and regulations. Customer agrees to hold harmless and indemnify Company for any damages resulting to Customer or Company from a breach of this paragraph by Customer.

29. U.S. Government Work.

The following provision applies only to direct sales by Company to the US Government. The Parties acknowledge that all items or services ordered and delivered under this Agreement are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1). Company complies with 52.219-8 or 52.219-9 in its service and installation contracting business.

The following provision applies only to indirect sales by Company to the US Government. As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions in effect as of the date of this subcontract: 52.203-19; 52.204-21; 52.204-23; 52.219-8; 52.222-21; 52.222-26; 52.222-35; 52.222-36; 52.222-50; 52.225-26; 52.247-64. If the Work is in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the work that is the subject of the Proposal or this Agreement, other than the Proposal or this Agreement.

30. Limited Waiver of Sovereign Immunity. If Customer is an Indian tribe (in the U.S.) or a First Nation or Band Council (in Canada), Customer, whether acting in its capacity as a government, governmental entity, a duly organized corporate entity or otherwise, for itself and for its agents, successors, and assigns: (1) hereby provides this limited waiver of its sovereign immunity as to any damages, claims, lawsuit, or cause of action (herein "Action") brought against Customer by Company and arising or alleged to arise out of the furnishing by Company of any product or service under this Agreement, whether such Action is based in contract, tort, strict liability, civil liability or any other legal theory; (2) agrees that jurisdiction and venue for any such Action shall be proper and valid (a) if Customer is in the U.S., in any state or United States court located in the state in which Company is performing this Agreement or (b) if Customer is in Canada, in the superior court of the province or territory in which the work was performed; (3) expressly consents to such Action, and waives any objection to jurisdiction or venue; (4) waives any requirement of exhaustion of tribal court or administrative remedies for any Action arising out of or related to this Agreement; and (5) expressly acknowledges and agrees that Company is not subject to the jurisdiction of Customer's tribal court or any similar tribal forum, that Customer will not bring any action against Company in tribal court, and that Customer will not avail itself of any ruling or direction of the tribal court permitting or directing it to suspend its payment or other obligations under this Agreement. The individual signing on behalf of Customer warrants and represents that such individual is duly authorized to provide this waiver and enter into this Agreement and that this Agreement constitutes the valid and legally binding obligation of Customer, enforceable in accordance with its terms.

31. Building Automation Systems and Network Security. Customer and Trane acknowledge that Building Automation System (BAS) and connected networks security requires Customer and Trane to maintain certain cybersecurity obligations. Customer acknowledges that upon completion of installation and configuration of the BAS, the Customer maintains ownership of the BAS and the connected network equipment. Except for any applicable warranty obligations, Customer is solely responsible for the maintenance and security of the BAS and related networks and systems. In the event there is a service agreement between Trane and Customer, Trane will provide the services as set forth in the service agreement.

In order to maintain a minimum level of security for the BAS, associated networks, network equipment and systems, Customer's cybersecurity responsibilities include without limitation:

1. Ensure that the BAS, networks, and network equipment are physically secure and not accessible to unauthorized personnel.
2. Ensure the BAS remains behind a secure firewall and properly segmented from all other customer networks and systems, especially those with sensitive information.
3. Keep all Inbound ports closed to any IP Addresses in the BAS.
4. Remove all forwarded inbound ports and IP Addresses to the BAS.
5. Maintain user login credentials and unique passwords, including the use of strong passwords and the removal of access for users who no longer require access.
6. Where remote access is desired, utilize a secure method such as Trane Connect Secure Remote Access or your own VPN.
7. For any Trane services requiring remote data transfer and/or remote user access, configure the BAS and related firewall(s) per instructions provided by Trane. This typically includes configuring Port 443 and associated firewall(s) for Outbound only.
8. Perform regular system maintenance to ensure that your BAS is properly secured, including regular software updates to your BAS and related network equipment (i.e., firewalls).

Any and all claims, actions, losses, expenses, costs, damages, or liabilities of any nature due to Customer's failure to maintain BAS security responsibilities and/or industry standards for cybersecurity are the sole responsibility of the Customer.

1-26.251-10 (07072025)
Supersedes 1-26.251-10(0325)



SECURITY ADDENDUM

This Addendum shall be applicable to the sale, installation and use of Trane equipment and the sale and provision of Trane services. "Trane" shall mean Trane U.S. Inc. for sales and services in the United States, or Trane Canada ULC for sales and services in Canada.

1. **Definitions.** All terms used in this Addendum shall have the meaning specified in the Agreement unless otherwise defined herein. For the purposes of this Addendum, the following terms are defined as follows:
 - "**Customer Data**" means Customer account information as related to the Services only and does not include HVAC Machine Data or personal data. Trane does not require, nor shall Customer provide personal data to Trane under the Agreement. Such data is not required for Trane to provide its Equipment and/or Services to the Customer.
 - "**Equipment**" shall have the meaning set forth in the Agreement.
 - "**HVAC Machine Data**" means data generated and collected from the product or furnished service without manual entry. HVAC Machine Data is data relating to the physical measurements and operating conditions of a HVAC system, such as but not limited to, temperatures, humidity, pressure, HVAC equipment status. HVAC Machine Data does not include Personal Data and, for the purposes of this agreement, the names of users of Trane's controls products or hosted applications shall not be Personal Data, if any such user chooses to use his/her name(s) in the created accounts within the controls product (e.g., firstname.lastname@address.com). HVAC Machine Data may be used by Trane: (a) to provide better support services and/or products to users of its products and services; (b) to assess compliance with Trane terms and conditions; (c) for statistical or other analysis of the collective characteristics and behaviors of product and services users; (d) to backup user and other data or information and/or provide remote support and/or restoration; (e) to provide or undertake: engineering analysis; failure analysis; warranty analysis; energy analysis; predictive analysis; service analysis; product usage analysis; and/or other desirable analysis, including, but not limited to, histories or trends of any of the foregoing; and (f) to otherwise understand and respond to the needs of users of the product or furnished service. "Personal Data" means data and/or information that is owned or controlled by Customer, and that names or identifies, or is about a natural person, such as: (i) data that is explicitly defined as a regulated category of data under any data privacy laws applicable to Customer; (ii) non-public personal information ("NPI") or personal information ("PI"), such as national identification number, passport number, social security number, social insurance number, or driver's license number; (iii) health or medical information, such as insurance information, medical prognosis, diagnosis information, or genetic information; (iv) financial information, such as a policy number, credit card number, and/or bank account number; (v) personally identifying technical information (whether transmitted or stored in cookies, devices, or otherwise), such as IP address, MAC address, device identifier, International Mobile Equipment Identifier ("IMEI"), or advertising identifier; (vi) biometric information; and/or (vii) sensitive personal data, such as, race, religion, marital status, disability, gender, sexual orientation, geolocation, or mother's maiden name.
 - "**Security Incident**" shall refer to (i) a compromise of any network, system, application or data in which Customer Data has been accessed or acquired by an unauthorized third party; (ii) any situation where Trane reasonably suspects that such compromise may have occurred; or (iii) any actual or reasonably suspected unauthorized or illegal Processing, loss, use, disclosure or acquisition of or access to any Customer Data.
 - "**Services**" shall have the meaning set forth in the Agreement.
2. **HVAC Machine Data: Access to Customer Extranet and Third Party Systems.** If Customer grants Trane access to HVAC Machine Data via web portals or other non-public websites or extranet services on Customer's or a third party's website or system (each, an "Extranet"), Trane will comply with the following:
 - a. **Accounts.** Trane will ensure that Trane's personnel use only the Extranet account(s) designated by Customer and will require Trane personnel to keep their access credentials confidential.
 - b. **Systems.** Trane will access the Extranet only through computing or processing systems or applications running operating systems managed by Trane that include: (i) system network firewalls; (ii) centralized patch management; (iii) operating system appropriate anti-malware software; and (iv) for portable devices, full disk encryption.
 - c. **Restrictions.** Unless otherwise approved by Customer in writing, Trane will not download, mirror or permanently store any HVAC Machine Data from any Extranet on any medium, including any machines, devices or servers.
 - d. **Account Termination.** Trane will terminate the account of each of Trane's personnel in accordance with Trane's standard practices after any specific Trane personnel who has been authorized to access any Extranet (1) no longer needs access to HVAC Machine Data or (2) no longer qualifies as Trane personnel (e.g., the individual leaves Trane's employment).
 - e. **Third Party Systems.** Trane will provide Customer prior notice before it uses any third party system that stores or may otherwise have access to HVAC Machine Data, unless (1) the data is encrypted and (2) the third party system will not have access to the decryption key or unencrypted "plain text" versions of the HVAC Machine Data.
3. **Customer Data: Confidentiality.** Trane shall keep confidential, and shall not access or use any Customer Data and information that is marked confidential or by its nature is considered confidential ("Customer Confidential Information") other than for the purpose of providing the Equipment and Services, and will disclose Customer Confidential Information only: (i) to Trane's employees and agents who have a need to know to perform the Services, (ii) as expressly permitted or instructed by Customer, or (iii) to the minimum extent required to comply with applicable law, provided that Trane (1) provides Customer with prompt written notice prior to any such disclosure, and (2) reasonably cooperate with Customer to limit or prevent such disclosure.
4. **Customer Data: Compliance with Laws.** Trane agrees to comply with laws, regulations governmental requirements and industry standards and practices relating to Trane's processing of Customer Confidential Information (collectively, "**Laws**").
5. **Customer Data: Information Security Management.** Trane agrees to establish and maintain an information security and privacy program, consistent with applicable HVAC equipment industry practices that complies with this Addendum and applicable Laws ("**Information Security Program**"). The Information Security Program shall include appropriate physical, technical and administrative safeguards, including any safeguards and controls agreed by the Parties in writing, sufficient to protect Customer systems, and Customer's Confidential Information from unauthorized access, destruction, use, modification or disclosure. The Information Security Program shall include appropriate, ongoing training and awareness programs designed to ensure that Trane's employees and agents, and others acting on Trane's, behalf are aware of and comply with the Information Security Program's policies, procedures, and protocols.
6. **Monitoring.** Trane shall monitor and, at regular intervals consistent with HVAC equipment industry practices, test and evaluate the effectiveness of its Information Security Program. Trane shall evaluate and promptly adjust its Information Security Program in light of the results of the testing and monitoring, any material changes to its operations or business arrangements, or any other facts or circumstances that Trane knows or reasonably should know may have a material impact on the security of Customer Confidential Information, Customer systems and Customer property.
7. **Audits.** Customer acknowledges and agrees that the Trane SOC2 audit report will be used to satisfy any and all audit/inspection requests/requirements by or on behalf of Customer. Trane will make its SOC2 audit report available to Customer upon request and with a signed nondisclosure agreement.
8. **Information Security Contact.** Trane's information security contact is Local Sales Office.
9. **Security Incident Management.** Trane shall notify Customer after the confirmation of a Security Incident that affects Customer Confidential Information, Customer systems and Customer property. The written notice shall summarize the nature and scope of the Security Incident and the corrective action already taken or planned.
10. **Threat and Vulnerability Management.** Trane regularly performs vulnerability scans and addresses detected vulnerabilities on a risk basis. Periodically, Trane engages third-parties to perform network vulnerability assessments and penetration testing. Vulnerabilities will be reported in accordance with Trane's cybersecurity vulnerability reported process. Trane periodically provides security updates and software upgrades.
11. **Security Training and Awareness.** New employees are required to complete security training as part of the new hire process and receive annual and targeted training (as needed and appropriate to their role) thereafter to help maintain compliance with Security Policies, as well as other corporate policies, such as the Trane Code of Conduct.

This includes requiring Trane employees to annually re-acknowledge the Code of Conduct and other Trane policies as appropriate. Trane conducts periodic security awareness campaigns to educate personnel about their responsibilities and provide guidance to create and maintain a secure workplace.

12. Secure Disposal Policies. Trane will maintain policies, processes, and procedures regarding the disposal of tangible and intangible property containing Customer Confidential Information so that wherever possible, Customer Confidential Information cannot be practicably read or reconstructed.
13. Logical Access Controls. Trane employs internal monitoring and logging technology to help detect and prevent unauthorized access attempts to Trane's corporate networks and production systems. Trane's monitoring includes a review of changes affecting systems' handling authentication, authorization, and auditing, and privileged access to Trane production systems. Trane uses the principle of "least privilege" (meaning access denied unless specifically granted) for access to customer data.
14. Contingency Planning/Disaster Recovery. Trane will implement policies and procedures required to respond to an emergency or other occurrence (i.e. fire, vandalism, system failure, natural disaster) that could damage Customer Data or any system that contains Customer Data. Procedures include the following
 - (i) Data backups; and
 - (ii) Formal disaster recovery plan. Such disaster recovery plan is tested at least annually.
15. Return of Customer Data. If Trane is responsible for storing or receiving Customer Data, Trane shall, at Customer's sole discretion, deliver Customer Data to Customer in its preferred format within a commercially reasonable period of time following the expiration or earlier termination of the Agreement or, such earlier time as Customer requests, securely destroy or render unreadable or undecipherable each and every original and copy in every media of all Customer's Data in Trane's possession, custody or control no later than [90 days] after receipt of Customer's written instructions directing Trane to delete the Customer Data.
16. Background Checks Trane shall take reasonable steps to ensure the reliability of its employees or other personnel having access to the Customer Data, including the conducting of appropriate background and/or verification checks in accordance with Trane policies.
17. DISCLAIMER OF WARRANTIES. EXCEPT FOR ANY APPLICABLE WARRANTIES IN THE AGREEMENT, THE SERVICES ARE PROVIDED "AS IS", WITH ALL FAULTS, AND THE ENTIRE RISK AS TO SATISFACTORY QUALITY, PERFORMANCE, ACCURACY AND EFFORT AS TO SUCH SERVICES SHALL BE WITH CUSTOMER. TRANE DISCLAIMS ANY AND ALL OTHER EXPRESS OR IMPLIED REPRESENTATIONS AND WARRANTIES WITH RESPECT TO THE SERVICES AND THE SERVICES PROVIDED HEREUNDER, INCLUDING ANY EXPRESS OR IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR THAT THE SERVICES WILL OPERATE ERROR-FREE OR UNINTERRUPTED OR RETURN/RESPONSE TO INQUIRIES WITHIN ANY SPECIFIC PERIOD OF TIME.

October 2024
Supersedes: November 2023v2

Project	Category	Priority	Description	Last Year Replaced	Why?	Items	LOC	Estimated	Updated	Notes
Auditorium Side Stage Floor	Asset Preservation	1 - Must do	Entire flooring system	1969	End of Life		LHS	\$300,000		in design, using COOP pricing
Library Carpet Replacement	Asset Preservation	1 - Must do	Entire Library	unknown	End of Life		LHS	\$135,000		carpet to be chosen
HVAC Equipment Replacement	Asset Preservation	1 - Must do	Univent replacement	1999	End of life	Rooms 248, 250, 251, 224, 149, 150, 151, 009, 010, 011, 012	LHS	\$1,351,000		using COOP Pricing
HVAC Equipment Replacement	Asset Preservation	1 - Must do	HVAC Cooling Tower Pump	1999	End of life		LHS	\$57,840	\$57,840	using COOP Pricing
HVAC Equipment Replacement	Asset Preservation	2 - Should do	Main Gym penthouse HVAC units	1952	End of life		LHS	\$1,850,000	\$1,281,430	Continue with design
Roadway/Parking lot sealcoating and stripping	Asset Preservation	1 - Must do	Entire campus	2023	Maintenance plan		LHS	\$79,840	\$79,840	COOP Pricing
Roadway/Parking lot sealcoating and stripping	Asset Preservation	1 - Must do	Brainerd parking lot	2023	Maintenance plan		LHS	\$6,158	\$6,158	COOP Pricing
IT Server Room Flooring Replacement	Asset Preservation	1 - Must do	anti static flooring	unknown	End of life		LHS	\$15,000		quote
Dymond Parking Lot Asphalt Replacement	Other Projects	2 - Should do	replace asphalt and stripe lot	unknown	End of life	offsite student parking	LHS	\$75,000	\$75,000	starting specs
Stadium Track	Asset Preservation	1 - Must do	replace track surface	2004	End of life		LHS	\$300,000	\$300,000	COOP Pricing
HVAC Equipment Replacement	Asset Preservation	1 - Must do	Pool dehumidification air handler	1999	End of life		VHHS	\$1,450,000		Biddind Add Strucual Group \$18,600
Painting	Asset Preservation	1 - Must do	Clean and paint pool vessel	2020	Maintenance plan		VHHS	\$50,000		5 year cycle, past due
Roof Replacement	Asset Preservation	1 - Must do	Roof Areas 14 & 15	1999	End of life		VHHS	\$800,000		Bidding
Roof Replacement	Asset Preservation	2 - Should do	Pool Roof Area	1999	End of life		VHHS	\$1,200,000		future project
Scoreboard Replacement	Asset Preservation	1 - Must do	Pool	20+ years	End of life		VHHS	\$30,000		Type to be determined
Curb and Sidewalk	Asset Preservation	1 - Must do	Replace bus lane curb and sidewalk	1999	End of life		VHHS	\$170,000		on hold
Curb and Sidewalk	Asset Preservation	2 - Should do	Replace door 16 sidewalk and loading dock retaining wall	1999	End of life		VHHS	\$75,000		on hold
Parking lot Sealcoating and Stripping	Asset Preservation	1 - Must do	East and West Parking lots	2023	Maintenance plan		VHHS	\$61,991	\$61,991	COOP Pricing
Parking lot Sealcoating and Stripping	Asset Preservation	1 - Must do	Athletic complex	2023	Maintenance plan		VHHS	\$52,677	\$52,677	COOP Pricing
By Category										
	Health and Safety	1 - Must do						\$0	\$0	
	Health and Safety	2 - Should do						\$0	\$0	
	Health and Safety	3 - Can wait						\$0	\$0	
	Subtotal H&S							\$0	\$0	
	Asset Preservation	1 - Must do						\$4,859,506	\$558,506	
	Asset Preservation	2 - Should do						\$3,125,000	\$1,281,430	
	Asset Preservation	3 - Can wait						\$0	\$0	

Project	Category	Priority	Description	Last Year Replaced	Why?	Items	LOC	Estimated	Updated	Notes
	Subtotal AP							\$7,984,506	\$1,839,936	
	Other Projects	1 - Must do						\$0	\$0	
	Other Projects	2 - Should do						\$75,000	\$75,000	
	Other Projects	3 - Can wait						\$0	\$0	
	Subtotal OP							\$75,000	\$75,000	
	Total							\$8,059,506	\$1,914,936	
By Priority										
	Health and Safety	1 - Must do						\$0	\$0	
	Asset Preservation	1 - Must do						\$4,859,506	\$558,506	
	Other Projects	1 - Must do						\$0	\$0	
	Subtotal Must Do							\$4,859,506	\$558,506	
	Health and Safety	2 - Should do						\$0	\$0	
	Asset Preservation	2 - Should do						\$3,125,000	\$1,281,430	
	Other Projects	2 - Should do						\$75,000	\$75,000	
	Subtotal Should Do							\$3,200,000	\$1,356,430	
	Health and Safety	3 - Can Wait						\$0	\$0	
	Asset Preservation	3 - Can Wait						\$0	\$0	
	Other Projects	3 - Can Wait						\$0	\$0	
	Subtotal Can Wait							\$0	\$0	
	Total							\$8,059,506	\$1,914,936	
By Building										
							LHS	\$4,169,837	\$1,800,267	
							VHHS	\$3,889,668	\$114,668	
							Total	\$8,059,506	\$1,914,936	



Proposal

Proposal is valid for 15 days.

Customer must obtain credit approval and release order to production within 60 days of proposal date.

**PROPRIETARY AND CONFIDENTIAL PROPERTY OF Trane U.S. Inc.
DISTRIBUTION TO OTHER THAN THE NAMED RECIPIENT IS PROHIBITED**

Prepared For: Mark Koopman

Date: December 04, 2025

Job Name:
SD128 VHHS Pool Unit Replacement

Proposal Number: R1-305411-24783-1
Opportunity ID: 8491674

Delivery Terms:
Freight Allowed and Prepaid - F.O.B. Factory

COOP Quote Number: R1-191239-25-002
COOP or Federal Contract ID: OMNIA Racine #3341

Payment Terms: Net 30 Days

Trane U.S. Inc. is pleased to provide the following proposal for your review and approval.

Item A - Innovent Pool Unit (Qty: 1)

Qty	Description	Manufacturer	TAG
1	Indoor Pool Dehumidification Unit	Unison - Innovent	AHU-1
1	Outdoor Air Cooled Condensing Unit	Unison - Innovent	ACCU-1

CONSTRUCTION: CASING

- SMACNA leakage class rating of 5.0
- Maximum panel deflection shall not exceed L/250 at design total static pressure
- Minimum R-13 insulation value for walls, ceilings, and flooring
- AHU-1: 2" thick double wall thermal-break panels, 0.040" aluminum outer wall, 0.040" aluminum inner wall
- 2 lb/ft3 polyurethane foam injected insulation in the walls and ceiling
- AHU-1: Designed for indoor installation
- AHU-1: Unit shall be shipped in 4 sections. Sections shall be reassembled by others in the field. All silicone, gasketing, flashing and fasteners required to reassemble the unit sections shall be provided and shipped loose inside the unit sections.
- ACCU-1: 2" thick double wall thermal-break panels, 22 gauge high performance polyester painted steel (Innovent standard gray) outer wall,
- 22 gauge galvanized steel inner wall
- ACCU-1: Designed for outdoor installation
- ACCU-1: 22 gauge high performance polyester painted steel (Innovent standard gray) pitched roof
- ACCU-1: Unit shall ship in one piece

FLOOR

- AHU-1: Floor shall be 2" thick paneled construction with 0.063" flat aluminum walk-on surface and 0.040" aluminum underside of paneled floor
- (not exposed to air stream)
- Shelf floor in top air tunnel shall be 0.063" flat aluminum
- 2 lb/ft³ polyurethane foam injected insulation
- ACCU-1: Floor shall be 2" thick paneled construction with 18 gauge galvanized steel walk-on surface and 22 gauge galvanized steel
- underside of paneled floor (not exposed to air stream)
- ACCU-1: The unit construction described above will not accommodate a plenum style curb

FRAME & STRUCTURAL BASE

- AHU-1: Frame and panel construction provided with aluminum structural tube framing members
- 10 ga coated welded steel structural base
- Lifting lugs mounted on unit base
- ACCU-1: Frame and panel construction provided with structural tube framing members

AHU-1: ACCESS

- Double wall insulated access doors with stainless steel hinges, corrosion resistant compression latches
- Doors shall be tool lockable
- Doors shall have 12"x12" double pane wire glass windows (all doors except side access filter doors)
- Doors shall have thermal break design (all doors)
- Doors shall have pressure relief safety latches (doors that open with

pressure)

- **AHU-1: UNIT INLETS/OUTLETS**
- Outside air inlet with duct connection
- Return air inlet with duct connection
- Supply air outlet with duct connection
- Exhaust air outlet with duct connection

COMPONENTS:

AHU-1: PLATE HEAT EXCHANGER

- Aluminum sensible cross flow flat plate heat exchanger
- Smooth aluminum plates separated by formed ribs
- Aluminum frame and end plates
- Aluminum drain pan
- Accessories:
- Magnehelic pressure gauge (2)
-

AHU-1: HOT WATER COIL

- Hot water coil galvanized steel casing, 0.02 thick copper tubes, and 0.008 thick aluminum fins
- A baked epoxy corrosion resistant coating is provided
- Supply and return connections supplied with grooved steel connection
- Water control valve is provided by others and field mounted by others (valves must accept 0-10 VDC control signal, 24 VAC power supply)

AHU-1: DX COIL- *THREE REFRIGERATION CIRCUITS**

- Rated in accordance with AHRI 410-2001 DX Coil with galvanized steel casing, 0.016 thick copper tubes, and 0.008 thick aluminum fins
- Aluminum IAQ drain pan
- A baked epoxy corrosion resistant coating is provided
- **REFRIGERANT, PIPING, LEAK TESTING, OIL NOT INCLUDED / BY CONTRACTOR

AHU-1: SUPPLY FAN

- Backward inclined plenum fan, composite wheel
- Tested in accordance with ISO standards for sound and performance
- Direct drive assembly
- Fan airflow probes provided, (see controls section of specification)
- Minimum IP54 rated EC motors
- Motor accepts 0-10 VDC signal for speed control

AHU-1: EXHAUST FAN

- Backward inclined plenum fan, composite wheel
- Tested in accordance with ISO standards for sound and performance
- Direct drive assembly
- Fan airflow probes provided, (see controls section of specification)
- Minimum IP54 rated EC motors
- Motor accepts 0-10 VDC signal for speed control.

AHU-1: OUTSIDE FILTER

- 2" pleated MERV 8 filter
- Side access filter rack construction to be aluminum
- 2 spare set(s) of filters provided
- Accessories:
- Magnehelic pressure gauge
- Dirty filter indicator switch

AHU-1: RETURN FILTER

- 2" aluminum filter
- Side access filter rack construction to be aluminum
- Accessories:
- Magnehelic pressure gauge
- Dirty filter indicator switch

AHU-1: DAMPERS

- Outside air inlet: aluminum airfoil blade, galvanized steel frame airflow monitoring, modulating actuator
- Exhaust air outlet: aluminum airfoil blade, aluminum frame, two-position actuator
- Plate heat exchanger face and bypass: aluminum airfoil blade, aluminum frame, modulating actuator
- Recirculation: aluminum airfoil blade, aluminum frame, modulating actuator
- Motorized dampers:
- AMCA certified performance
- Leakage rating of 3 CFM/ft² at 1" wg
- Synthetic bearings
- Airflow monitoring dampers:
- Tested in accordance with AMCA standard 500-D
- Integral airflow straightener
- Leakage rating of 3 CFM/ft² at 1" wg
- Synthetic bearings

ACCU-1: AIR-COOLED REFRIGERATION - *THREE REFRIGERATION CIRCUITS**

- Integral air cooled refrigeration system provided with hermetic scroll compressor(s), condenser coil(s) and prop condenser fan(s).
- Refrigeration circuit management control board provided for each circuit: stand-alone controller not viewable from the BMS, limits cycle times,
- controls head pressure via condenser fan VFD modulation, monitors refrigerant pressures and temperatures, logs alarms and has a single
- alarm output, refrigerant circuit locked out to protect compressor if 3 pressure trips occur within 120 minutes.
- All refrigeration circuits tested, dehydrated, and charged with nitrogen for field supplied/installed refrigerant.

ELECTRICAL

- Unit ETL listed as a complete package, unit factory wired to unit mounted NEMA 3R control panel
- Major electrical components UL listed (non-fused disconnect switch, control circuit fusing, control circuit transformer, fan motor starters, and
- overloads as applicable)
- Power wiring enclosed in conduit
- Single point power connection
– [INTERNAL CONNECTIONS / RECONNECTIONS ACROSS SPLITS ARE BY OTHERS / CONTRACTOR]
- Unit shall have a short circuit current rating (SCCR) of 5 kA
- AHU-1: All power wiring shall be coiled into the section with its respective electrical component. Field extension of wire through air handler
- tunnel and termination of wires at control panel shall be by others.
- AHU-1: Unit shall be fully factory wired for testing purposes with labeled quick connections at section splits. After testing, all control wiring will
- be disconnected at section splits and placed inside a junction box. Field reconnection of wires shall be by others after the unit is set.

Electrical Accessories:

- Unit has phase/voltage protection
- Power supply Monitor per note 6
- Central Controller Bacnet Gateway Interface [integration by others / TCC]

CONTROLS

- A fully-programmed Carel DDC controller is provided.
- A standard Innovent sequence of operation will be provided. Any customization of the standard sequence will require factory
- approval, revised pricing and a revised PO.
- This pricing does not include any controls start-up or commissioning services (those can be added for additional cost if required - consult
- factory for pricing).
- BACnet MS/TP interface is included
- AHU-1: Pressure transducer provided by Innovent and wired directly to main unit DDC controller (CFM readout viewable at DDC controller)
- Sensors/transducers/switches are provided and installed by Innovent.

EQUIPMENT MOUNTING

- AHU-1: Unit to be mounted on a solid non-curb surface that supports the entire perimeter of the unit
- ACCU-1: Roof curb / RAILS / DUNNAGE NOT INCLUDED / by others

ETL Listing

- UL 1995 or 60335-2-40. All major components listed by a Nationally Recognized Testing Laboratory.

WARRANTIES

- All Innovent warranties begin at equipment start up or 6 months from shipment, whichever occurs first. If the warranties need to be extended from what is shown, please contact the factory for pricing.
- 2 year PARTS ONLY unit warranty is provided
- 5 year PARTS ONLY warranty is provided for all compressors
- AHU-1: 10 year PARTS ONLY warranty is provided for all flat plate air-to-air HXs
- FACTORY TESTING/REPORTS
- Standard run testing done (consult factory for more details)
- START UP AND TRAINING SERVICES

FIELD KNOCKDOWN DISASSEMBLY / REASSEMBLY HX SECTION

Unit shall be shrink-wrapped prior to shipment

SPECIAL SECTION CONSTRUCTION

- Plate HX to be field knockdown ready -
- DISASSEMBLY / REASSEMBLY NOT INCLUDED / BY CONTRACTOR

Exceptions and unit items NOT included (not necessarily limited to the following):

- Installation, Handling, rigging, Storage, controls, freeze protection, PIPING, refrigerant, refrigerant warranty, EXTERNAL ISOLATION, INSTALLATION, HANDLING, RIGGING, STORAGE, RETENTION, EQUIPMENT SUPPORTS OR DUNNAGE, EXTERNAL SOUND ATTENUATION, SMOKE DAMPERS, EXTERNAL CONTROL DAMPERS, CONTROLS, SEQUENCES OF OPERATION OR FIRE / SMOKE SEQUENCES, BACNET INTEGRATION LABOR, CLEANING, CLEANING / WIPEDOWN, Extended Warranties Not mentioned above, Labor warranty, Installation, Installation ship loose items, wiring / Reconnection Wiring at shipping splits, equipment Storage, Maintenance, First call Services, Spare Parts

NOT INCLUDING:

- ROOF RAILS, EQUIPMENT SUPPORTS, DUNNAGE, HANGERS, ROOF PLATFORM, INSTALLATION OF SHIP LOOSE ACCESSORIES, NEOPRENE ISOLATORS, PIPING. INSTALLATION, HANDLING, RIGGING, STORAGE, CONTROLLER WIRING, POWER WIRING,

Exceptions and unit items NOT included (not necessarily limited to the following):

- Installation, controls, freeze protection are NOT INCLUDED, PIPING BY OTHERSEXTERNAL ISOLATION, INSTALLATION, HANDLING, RIGGING, STORAGE, RETENTION, EQUIPMENT SUPPORTS OR DUNNAGE, EXTERNAL SOUND ATTENUATION, SMOKE DAMPERS, EXTERNAL CONTROL DAMPERS, CONTROLS, SEQUENCES OF OPERATION OR FIRE / SMOKE SEQUENCES, BACNET INTEGRATION LABOR, CLEANING, CLEANING / WIPEDOWN, Extended Warranties Not mentioned above, Labor warranty, Installation, Installation ship loose items, wiring / Reconnection Wiring at shipping splits, equipment Storage, Maintenance, First call Services, Spare Parts, 238107.2.01 C.7 E Exterior casing is aluminum in lieu of coated galvanized.

Standard crating and Freight pricing is included. The freight price is based on deliveries made during normal business hours Monday thru Friday. Normal business hours 8 AM thru 3 PM. Delivery is to a single first destination.

Item B: Building Automation System - We are including all work as required for complete control and monitoring per Trane Standard Terms and Conditions and Bid Documents (Mechanical Drawings) prepared by CS2 Engineering dated 11/10/2025. The following Addenda are included: 1,2,3

Scope of Work:

Item 1 – Extension to Trane Tracer SC+ HTML5 Web-based BACnet Building Automation System (BAS)

- Custom Programmed Sequences of Operation
- 3D Photorealistic Animated HVAC Equipment Graphics

Item 2 – Replace Two (2) Legacy Base Tracer SC Controllers with SC+ Controllers

- Demo Existing Base SC Controller and Replace with new SC+ Controller
- Reuse Existing IP drop at each location
- Custom programming routines in the existing Tracer SC shall be reverse-engineered, recreated and reprogrammed into the new Tracer SC+ as required

Item 2 – BACnet DDC Controls for One (1) Pool Unit with Coil Booster Pump

- Demo Existing Controls/Wiring
- BACnet communication and tie-in to BAS
 - Extend New BACnet link from Mechanical Room 2301 New Tracer SC+
 - BACnet Interface Provided by Pool Unit Manufacturer
- Field install Space Temperature Sensor (Provided by Pool Unit Manufacturer)
- Field install Space Humidity Sensor (Provided by Pool Unit Manufacturer)
- Provide and Wire Hot Water Coil Valve (Valve Installed by M.C.)
- Sequence of Operation Provided by and Programmed by Pool Unit Manufacturer
- DDC Control of One (1) Coil Booster Pump
 - Wire Start/Stop/Status of Coil Booster Pump
- Interlock Remote Condensing Unit
- Create Custom Graphic for New Pool Unit

Temperature Control Clarifications:

The following materials and/or labor are included:

- Two (2) Year Parts and Labor Warranty on all Materials and Workmanship
- Applicable Use Tax on Installed Material is Included
- Electrical Installation per local code requirements
- Project Management
- Engineered Control Submittals
- Project-specific written Sequence of Operation
- Control Valve and Control Damper Schedules (if applicable)
- Control System Programming and Graphics
- Electrical Wiring and Installation as described above

Temperature Control Exclusions:

The following materials and/or labor are not included:

- PC Workstation(s), Laptop Workstation(s), Tablet(s) (to be owner-provided)
- LEED Commissioning, unless specifically noted above
- Test & Balance
- Demolition of existing temperature controls, wiring and/or tubing, unless specifically noted above
- Line Voltage Wiring, 120VAC Power Wiring
- Motor Starters or Variable Frequency Drives (VFD's)
- Smoke Detectors, Smoke Dampers, Fire/Smoke Dampers, Associated Wiring
- Fire Alarm System Wiring, Fire Alarm Shutdown Interlocks
- Financial Responsibility for Liquidated Damages
- Permits, Fees, Bid Bond, Payment and Performance Bonds
- Premium Time Labor or Price Contingency Therefor

- Participation in OCIP or CCIP Insurance Programs
- MBE/WBE participation, unless specifically noted above
- Controls for any systems not listed above as included

Temperature Control Notes:

- This proposal is valid for (30) days from date of issuance
- All work to be performed during normal business hours (Mon-Fri; 07:00-16:00, non-holidays)
- All hardware has a 2-Year Warranty from installation (not to exceed 18 months from shipment)
- Equipment Order Release and Services rendered are dependent on receipt of PO/Subcontract and credit approval
- Trane will not perform any work if working conditions could endanger or put at risk the safety of our employees or subcontractors

Total Net Price for Item A \$631,529.00

Total Net Price for Item B.....\$57,498.00

Trane shall have the right, at its discretion, to pass along any related increases should (1) its costs related to the manufacture, supply, and shipping for any product or service materially increase. This includes, but is not limited to, cost increases in raw materials, supplier components, labor, utilities, freight, logistics, wages and benefits, regulatory compliance, or any other event beyond Company's control and/or (2) any tariffs, taxes, levies or fees affecting, placed on or related to any product or service materially increases.

Tax Status: Taxable <input type="checkbox"/> Exempt <input type="checkbox"/>	If you are claiming an exemption from sales tax on this project, please submit a completed exemption certificate for both the jobsite location state and the state where the equipment will be delivered (if different from the jobsite). You can submit the relevant state exemption certificate at the following link: https://trane.certifytax.com/custportals.aspx . You will receive an email indicating approval or rejection within 1-2 business days. If your exemption claim is rejected, sales tax will be billed based on the state where the equipment was delivered. For any questions, please email: financial_services-tax_department@tranetechnologies.com .
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Sincerely,

Patrick Henberry
Trane U.S. Inc.
 7100 South Madison
 Willowbrook, IL 60527
 Office Phone: (630) 734-3200

This proposal is subject to your acceptance of the attached Trane terms and conditions.

TERMS AND CONDITIONS - COMMERCIAL EQUIPMENT

"Company" shall mean Trane U.S. Inc. for sales in the United States and Trane Canada ULC for sales in Canada.

1. Acceptance. These terms and conditions are an integral part of Company's offer and form the basis of any agreement (the "Agreement") resulting from Company's proposal (the "Proposal") for the sale of the described commercial equipment and any ancillary services (the "Equipment"). **COMPANY'S TERMS AND CONDITIONS AND EQUIPMENT PRICES ARE SUBJECT TO PERIODIC CHANGE OR AMENDMENT.** The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent ("Customer") delivered to Company within 15 days from the date of the Proposal. Prices in the Proposal are subject to change at any time upon notice to Customer. If Customer accepts the Proposal by placing an order, without the addition of any other terms and conditions of sale or any other modification, Customer's order shall be deemed acceptance of the Proposal subject to Company's terms and conditions. If Customer's order is expressly conditioned upon Company's acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with Company's terms and conditions attached or referenced serves as Company's notice of objection to Customer's terms and as Company's counteroffer to provide Equipment in accordance with the Proposal and the Company's terms and conditions. If Customer does not reject or object in writing to Company within 10 days, Company's counteroffer will be deemed accepted. Notwithstanding anything to the contrary herein, Customer's acceptance of the Equipment will in any event constitute an acceptance by Customer of Company's terms and conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance or, at its option, renegotiate prices and/or terms and conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability.

2. Connected Services. In addition to these terms and conditions, the Connected Services Terms of Service ("Connected Services Terms"), available at <https://www.trane.com/TraneConnectedServicesTerms>, as updated from time to time, are incorporated herein by reference and shall apply to the extent that Company provides Customer with Connected Services, as defined in the Connected Services Terms.

3. Title and Risk of Loss. All Equipment sales with destinations to Canada or the U.S. shall be made as follows: FOB Company's U.S. manufacturing facility or warehouse (full freight allowed). Title and risk of loss or damage to Equipment will pass to Customer upon tender of delivery of such to carrier at Company's U.S. manufacturing facility or warehouse.

4. Pricing and Taxes. Within forty-five (45) days following Customer acceptance of the Proposal without addition of any other terms and conditions of sale or any modification, Customer shall provide notification of release for immediate production at Company's factory. Prices for Equipment are subject to change at any time prior to shipment to reflect any cost increases related to the manufacture, supply, and shipping of Equipment. This includes, but is not limited to, cost increases in raw materials, supplier components, labor, utilities, freight, logistics, wages and benefits, regulatory compliance, or any other event beyond Company's control. If shipment is delayed due to Customer's actions, Company may also charge Customer with storage fees. If a release is not received within 6 months following order acceptance, Company reserves the right to cancel any order. Company shall be entitled to equitable adjustments in the contract price to reflect any cost increases as set forth above and will provide notice to Customer prior to the date for which the increased price is to be in effect for the applicable customer contract. In no event will prices be decreased. The price of Equipment does not include any present or future foreign, federal, state, or local property, license, privilege, sales, use, excise, value added, gross receipts or other like taxes or assessments. Such amounts will be itemized separately to Customer, who will make prompt payment to Company. Company will accept valid exemption documentation for such taxes and assessments from Customer, if applicable. All prices include packaging in accordance with Company's standard procedures. Charges for special packaging, crating or packing are the responsibility of Customer.

5. Delivery and Delays. Delivery dates are approximate and not guaranteed. Company will use commercially reasonable efforts to deliver the Equipment on or before the estimated delivery date, will notify Customer if the estimated delivery dates cannot be honored, and will deliver the Equipment and services as soon as practicable thereafter. In no event will Company be liable for any damages or expenses caused by delays in delivery.

6. Performance. Company shall be obligated to furnish only the Equipment described in the Proposal and in submittal data (if such data is issued in connection with the order). Company may rely on the acceptance of the Proposal and submittal data as acceptance of the suitability of the Equipment for the particular project or location. Unless specifically stated in the Proposal, compliance with any local building codes or other laws or regulations relating to specifications or the location, use or operation of the Equipment is the sole responsibility of Customer. If Equipment is tendered that does not fully comply with the provisions of this Agreement and Equipment is rejected by Customer, Company will have the right to cure within a reasonable time after notice thereof by substituting a conforming tender whether or not the time for performance has passed.

7. Force Majeure. Company's duty to perform under this Agreement and the Equipment prices are contingent upon the non-occurrence of an Event of Force Majeure. If the Company shall be unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon 10 days' notice to Customer, in which event Customer shall pay Company for all parts of the Work furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; tornado; storm; fire; civil disobedience; pandemic insurrections; riots; labor/labour disputes; labor/labour or material shortages; sabotage; restraint by court order or public authority (whether valid or invalid); and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.

8. Limited Warranty. Company warrants the Equipment manufactured by Company for a period of the lesser of 12 months from initial start-up or 18 months from date of shipment, whichever is less, against failure due to defects in material and manufacture and that it has the capacities and ratings set forth in Company's catalogs and bulletins ("Warranty"). **Equipment manufactured by Company that includes required start-up and sold in North America will not be warranted by Company unless Company performs the Equipment startup.** Exclusions from this Warranty include damage or failure arising from: wear and tear; corrosion, erosion, deterioration; modifications made by others to the Equipment; repairs or alterations by a party other than Company that adversely affects the stability or reliability of the Equipment; vandalism; neglect; accident; adverse weather or environmental conditions; abuse or improper use; improper installation; commissioning by a party other than Company; unusual physical or electrical or mechanical stress; operation with any accessory, equipment or part not specifically approved by Company; refrigerant not supplied by Company; and/or lack of proper maintenance as recommended by Company. Company shall not be obligated to pay for the cost of lost refrigerant or lost product. Company's obligations and liabilities under this Warranty are limited to furnishing replacement equipment or parts, at its option, FCA (Incoterms 2000) factory or warehouse (f.o.b. factory or warehouse for US domestic purposes) at Company-designated shipping point, freight-allowed to Company's warranty agent's stock location, for all non-conforming Company-manufactured Equipment (which have been returned by Customer to Company). Returns must have prior written approval by Company and are subject to restocking charge where applicable. Equipment, material and/or parts that are not manufactured by Company ("Third-Party Product(s)") are not warranted by Company and have such warranties as may be extended by the respective manufacturer. **CUSTOMER UNDERSTANDS THAT COMPANY IS NOT THE MANUFACTURER OF ANY THIRD-PARTY PRODUCT(S) AND ANY WARRANTIES, CLAIMS, STATEMENTS, REPRESENTATIONS, OR SPECIFICATIONS ARE THOSE OF THE THIRD-PARTY MANUFACTURER, NOT COMPANY AND CUSTOMER IS NOT RELYING ON ANY WARRANTIES, CLAIMS, STATEMENTS, REPRESENTATIONS, OR SPECIFICATIONS REGARDING THE THIRD-PARTY PRODUCT THAT MAY BE PROVIDED BY COMPANY OR ITS AFFILIATES, WHETHER ORAL OR WRITTEN. COMPANY MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, INCLUDING WARRANTY OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE. ADDITIONALLY, COMPANY MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND REGARDING PREVENTING, ELIMINATING, REDUCING OR INHIBITING ANY MOLD, FUNGUS, BACTERIA, VIRUS, MICROBIAL GROWTH, OR ANY OTHER CONTAMINANTS (INCLUDING COVID-19 OR ANY SIMILAR VIRUS) (COLLECTIVELY, "CONTAMINANTS"), WHETHER INVOLVING OR IN CONNECTION WITH EQUIPMENT, ANY COMPONENT THEREOF, SERVICES OR OTHERWISE. IN NO EVENT SHALL COMPANY HAVE ANY LIABILITY FOR THE PREVENTION, ELIMINATION, REDUCTION OR INHIBITION OF THE GROWTH OR SPREAD OF SUCH CONTAMINANTS INVOLVING OR IN CONNECTION WITH ANY EQUIPMENT, THIRD-PARTY PRODUCT, OR ANY COMPONENT THEREOF, SERVICES OR OTHERWISE AND CUSTOMER HEREBY SPECIFICALLY ACKNOWLEDGES AND AGREES THERETO.** No warranty liability whatsoever shall attach to Company until Customer's complete order has been paid for in full and Company's liability under this Warranty shall be limited to the purchase price of the Equipment shown to be defective. Additional warranty protection is available on an extra-cost basis and must be in writing and agreed to by an authorized signatory of the Company. **EXCEPT FOR COMPANY'S WARRANTY EXPRESSLY SET FORTH HEREIN, COMPANY DOES NOT MAKE, AND HEREBY EXPRESSLY DISCLAIMS, ANY WARRANTIES, EXPRESS OR IMPLIED CONCERNING ITS PRODUCTS, EQUIPMENT OR SERVICES, INCLUDING, WITHOUT LIMITATION, ANY WARRANTY OF DESIGN, MERCHANTABILITY OR OF FITNESS FOR A PARTICULAR PURPOSE, OR OTHERS THAT ARE ALLEGED TO ARISE FROM COURSE OF DEALING OR TRADE.**

9. Indemnity. To the fullest extent permitted by law, Company and Customer shall indemnify, defend and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or personal property, to the extent caused by the negligence or misconduct of their respective employees or other authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses or liabilities to the extent attributable to the acts or omissions of the other party. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination.

10. Insurance. Upon request, Company will furnish evidence of its standard insurance coverage. If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so but only subject to Company's manuscript additional insured endorsement under its primary Commercial General Liability policies. In no event does Company waive any rights of subrogation.

11. Customer Breach. Each of the following events or conditions shall constitute a breach by Customer and shall give Company the right, without an election of remedies, to terminate this Agreement, require payment prior to shipping, or suspend performance by delivery of written notice: (1) Any failure by Customer to pay amounts when due; (2) any general assignment by Customer for the benefit of its creditors, or if Customer becomes bankrupt or insolvent or takes the benefit of any statute for bankrupt or insolvent debtors, or makes or proposes to make any proposal or arrangement with creditors, or if any steps are taken for the winding up or other termination of Customer or the liquidation of its assets, or if a trustee, receiver, or similar person is appointed over any of the assets or interests of Customer; (3) Any representation or warranty furnished by Customer in connection with this Agreement is false or misleading in any material respect when made; or (4) Any failure by Customer to perform or comply with any material provision of this Agreement. Customer shall be liable to the Company for all Equipment furnished and all damages sustained by Company (including lost profit and overhead).

12. Limitation of Liability. NOTWITHSTANDING ANYTHING TO THE CONTRARY, IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY SPECIAL, INCIDENTAL, INDIRECT CONSEQUENTIAL, PUNITIVE, EXEMPLARY DAMAGES (INCLUDING WITHOUT LIMITATION REFRIGERANT LOSS, BUSINESS INTERRUPTION, LOST DATA, LOST REVENUE, LOST PROFITS), OR CONTAMINANTS LIABILITIES, EVEN IF A PARTY HAS BEEN ADVISED OF SUCH POSSIBLE DAMAGES OR IF SAME WERE REASONABLY FORESEEABLE AND REGARDLESS OF WHETHER THE CAUSE OF ACTION IS FRAMED IN CONTRACT, NEGLIGENCE, ANY OTHER TORT, WARRANTY, STRICT LIABILITY, OR PRODUCT LIABILITY. In no event will Company's liability in connection with the provision of products or services or otherwise under this Agreement exceed the entire amount paid to Company by Customer under this Agreement.

13. CONTAMINANTS LIABILITY

The transmission of COVID-19 may occur in a variety of ways and circumstances, many of the aspects of which are currently not known. HVAC systems, products, services and other offerings have not been tested for their effectiveness in reducing the spread of COVID-19, including through the air in closed environments. **IN NO EVENT WILL COMPANY BE LIABLE UNDER THIS AGREEMENT OR OTHERWISE FOR ANY INDEMNIFICATION, ACTION, OR CLAIM, WHETHER BASED ON WARRANTY, CONTRACT, TORT OR OTHERWISE, FOR ANY BODILY INJURY (INCLUDING DEATH), DAMAGE TO PROPERTY, OR ANY OTHER LIABILITIES, DAMAGES OR COSTS RELATED TO CONTAMINANTS (INCLUDING THE SPREAD, TRANSMISSION, MITIGATION, ELIMINATION, OR CONTAMINATION THEREOF) (COLLECTIVELY, "CONTAMINANTS LIABILITIES") AND CUSTOMER HEREBY EXPRESSLY RELEASES COMPANY FROM ANY SUCH CONTAMINANTS LIABILITIES.**

14. Nuclear Liability. In the event that the Equipment sold hereunder is to be used in a nuclear facility, Customer will, prior to such use, arrange for insurance or governmental indemnity protecting Company against all liability and hereby releases and agrees to indemnify Company and its suppliers for any nuclear damage, including loss of use, in any manner arising out of a nuclear incident, whether alleged to be due, in whole or in part to the negligence or otherwise of Company or its suppliers.

15. Intellectual Property; Patent Indemnity. Company retains all ownership, license and other rights to all patents, trademarks, copyrights, trade secrets and other intellectual property rights related to the Equipment, and, except for the right to use the Equipment sold, Customer obtains no rights to use any such intellectual property. Company agrees to defend any suit or proceeding brought against Customer so far as such suit or proceeding is solely based upon a claim that the use of the Equipment provided by Company constitutes infringement of any patent of the United States of America, provided Company is promptly notified in writing and given authority, information and assistance for defense of same. Company will, at its option, procure for Customer the right to continue to use said Equipment, or modify it so that it becomes non-infringing, or replace same with non-infringing Equipment, or to remove said Equipment and to refund the purchase price. The foregoing will not be construed to include any Agreement by Company to accept any liability whatsoever in respect to patents for inventions including more than the Equipment furnished hereunder, or in respect of patents for methods and processes to be carried out with the aid of said Equipment. The provision of Equipment by Company does not convey any license, by implication, estoppel, or otherwise, under patent claims covering combinations of said Equipment with other devices or elements. The foregoing states the entire liability of Company with regard to patent infringement. Notwithstanding the provisions of this paragraph, Customer will hold Company harmless against any expense or loss resulting from infringement of patents or trademarks arising from compliance with Customer's designs or specifications or instructions.

16. Cancellation. Equipment is specially manufactured in response to orders. An order placed with and accepted by Company cannot be delayed, canceled, suspended, or extended except with Company's written consent and upon written terms accepted by Company that will reimburse Company for and indemnify Company against loss and provide Company with a reasonable profit for its materials, time, labor, services, use of facilities and otherwise. Customer will be obligated to accept any Equipment shipped, tendered for delivery or delivered by Company pursuant to the order prior to any agreed delay, cancellation, suspension or extension of the order. Any attempt by Customer to unilaterally revoke, delay or suspend acceptance for any reason whatever after it has agreed to delivery of or accepted any shipment shall constitute a breach of this Agreement. For purposes of this paragraph, acceptance occurs by any waiver of inspection, use or possession of Equipment, payment of the invoice, or any indication of exclusive control exercised by Customer.

17. Invoicing and Payment. Unless otherwise agreed to in writing by Company, equipment shall be invoiced to Customer upon tender of delivery thereof to the carrier. Customer shall pay Company's invoices within net 30 days of shipment date. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to the lesser of the maximum allowable legal interest rate or 1.5% of the principal amount due at the end of each month. Customer shall pay all costs (including attorneys' fees) incurred by Company in attempting to collect amounts due and otherwise enforcing these terms and conditions. If requested, Company will provide appropriate lien waivers upon receipt of payment. Company may at any time decline to ship, make delivery or perform work except upon receipt of cash payment, letter of credit, or security, or upon other terms and conditions satisfactory to Company. Customer agrees that, unless Customer makes payment in advance, Company will have a purchase money security interest in all Equipment to secure payment in full of all amounts due Company and its order for the Equipment, together with these terms and conditions, form a security agreement (as defined by the UCC in the United States and as defined in the Personal Property Security Act in Canada). Customer shall keep the Equipment free of all taxes and encumbrances, shall not remove the Equipment from its original installation point and shall not assign or transfer any interest in the Equipment until all payments due Company have been made. The purchase money security interest granted herein attaches upon Company's acceptance of Customer's order and on receipt of the Equipment described in the accepted Proposal but prior to its installation. The parties have no agreement to postpone the time for attachment unless specifically noted in writing on the accepted order. Customer will have no rights of set off against any amounts, which become payable to Company under this Agreement or otherwise.

18. Claims. Company will consider claims for concealed shortages in shipments or rejections due to failure to conform to an order only if such claims or rejections are made in writing within 15 days of delivery and are accompanied by the packing list and, if applicable, the reasons in detail why the Equipment does not conform to Customer's order. Upon receiving authorization and shipping instructions from authorized personnel of Company, Customer may return rejected Equipment, transportation charges prepaid, for replacement. Company may charge Customer any costs resulting from the testing, handling, and disposition of any Equipment returned by Customer which are not found by Company to be nonconforming. All Equipment damaged during shipment and all claims relating thereto must be made with the freight carrier in accordance with such carrier's policies and procedures. Claims for Equipment damaged during shipment are not covered under the warranty provision stated herein.

19. Export Laws. The obligation of Company to supply Equipment under this Agreement is subject to the ability of Company to supply such items consistent with applicable laws and regulations of the United States and other governments. Company reserves the right to refuse to enter into or perform any order, and to cancel any order, under this Agreement if Company in its sole discretion determines that performance of the transaction to which such order relates would violate any such applicable law or regulation. Customer will pay all handling and other similar costs from Company's factories including the costs of freight, insurance, export clearances, import duties and taxes. Customer will be "exporter of record" with respect to any export from the United States of America and will perform all compliance and logistics functions in connection therewith and will also comply with all applicable laws, rules and regulations. Customer understands that Company and/or the Equipment are subject to laws and regulations of the United States of America which may require licensing or authorization for and/or prohibit export, re-export or diversion of Company's Equipment to certain countries, and agrees it will not knowingly assist or participate in any such diversion or other violation of applicable United States of America laws and regulations. Customer agrees to hold harmless and indemnify Company for any damages resulting to Customer or Company from a breach of this paragraph by Customer.

20. General. Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state of New York for Equipment shipped to a U.S. location and the laws of the province to which Equipment is shipped within Canada, without regard to its conflict of law principles that might otherwise call for the application of a different state's or province's law, and not including the United Nations Convention on Contracts for the International Sale of Goods. To the extent the Equipment is being used at a site owned and/or operated by any agency of the Federal Government, determination of any substantive issue of law shall be according to the Federal common law of Government contracts as enunciated and applied by Federal judicial bodies and boards of contract appeals of the Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. This Agreement may not be amended, modified or terminated except by a writing signed by the parties hereto. No documents shall be incorporated herein by reference except to the extent Company is a signatory thereon. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other terms and conditions of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, or its right, title or interest herein, without the written consent of the Company. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of Customer's permitted successors and assigns. This Agreement may be executed in several

counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original.

21. Federal Requirements. The Parties shall comply with all United States federal labor law obligations under 29 CFR part 471, appendix A to subpart A. THE FOLLOWING PROVISIONS ARE INCORPORATED HEREIN BY REFERENCE: Executive Order 11701 and 41 CFR §§ 60-250.5(a), 60-300.5; Executive Order 11758 and 41 CFR § 60-741.5(a); U.S. immigration laws, including the L-1 Visa Reform Act of 2004 and the H-1B Visa Reform Act of 2004; and Executive Order 13496. The Parties shall abide by the requirements of 41 CFR 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to protected veteran status or disability. The Parties certify that they do not operate any programs promoting DEI that violate any applicable United States anti-discrimination laws and acknowledge and agree that their compliance with all applicable federal anti-discrimination laws is material to the federal government's payment decisions. The Parties acknowledge and agree that their employment, procurement, and contracting practices shall not consider race, color, sex, sexual preference, religion, or national origin in ways that violate United States federal civil rights laws.

22. U.S. Government Work.

The following provision applies only to direct sales by Company to the US Government. The Parties acknowledge that Equipment ordered and delivered under this Agreement are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1).

The following provision applies only to indirect sales by Company to the US Government. As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions: 52.219-8; 52.222-26; 52.222-35; 52.222-36; 52.222-39; 52.247-64. If the sale of the Equipment is in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the work that is the subject of the Proposal or this Agreement, other than the Proposal or this Agreement.

23. Limited Waiver of Sovereign Immunity. If Customer is an Indian tribe (in the U.S.) or a First Nation or Band Council (in Canada), Customer, whether acting in its capacity as a government, governmental entity, a duly organized corporate entity or otherwise, for itself and for its agents, successors, and assigns: (1) hereby provides this limited waiver of its sovereign immunity as to any damages, claims, lawsuit, or cause of action (herein "Action") brought against Customer by Company and arising or alleged to arise out of the furnishing by Company of any product or service under this Agreement, whether such Action is based in contract, tort, strict liability, civil liability or any other legal theory; (2) agrees that jurisdiction and venue for any such Action shall be proper and valid (a) if Customer is in the U.S., in any state or United States court located in the state in which Company is performing this Agreement or (b) if Customer is in Canada, in the superior court of the province or territory in which the work was performed; (3) expressly consents to such Action, and waives any objection to jurisdiction or venue; (4) waives any requirement of exhaustion of tribal court or administrative remedies for any Action arising out of or related to this Agreement; and (5) expressly acknowledges and agrees that Company is not subject to the jurisdiction of Customer's tribal court or any similar tribal forum, that Customer will not bring any action against Company in tribal court, and that Customer will not avail itself of any ruling or direction of the tribal court permitting or directing it to suspend its payment or other obligations under this Agreement. The individual signing on behalf of Customer warrants and represents that such individual is duly authorized to provide this waiver and enter into this Agreement and that this Agreement constitutes the valid and legally binding obligation of Customer, enforceable in accordance with its terms.

1-26.130-4 (0225)
Supersedes 1-26.130-4(1024)

TERMS AND CONDITIONS – COMMERCIAL TURNKEY INSTALLATION – Trane Equipment and Related Work

“Trane” or “Company” shall mean Trane U.S. Inc. for Work performed in the United States or Trane Canada ULC for Work performed in Canada.

1. Acceptance; Agreement. These terms and conditions are an integral part of Company’s offer and form the basis of any agreement (the “Agreement”) resulting from Company’s proposal (the “Proposal”) for the commercial goods and/or services described (the “Work”). **COMPANY’S TERMS AND CONDITIONS AND EQUIPMENT PRICES ARE SUBJECT TO PERIODIC CHANGE OR AMENDMENT.** The Proposal is subject to acceptance in writing by the party to whom this offer is made or an authorized agent (“Customer”) delivered to Company within 30 days from the date of the Proposal. Prices in the Proposal are subject to change at any time upon notice to Customer. If Customer accepts the Proposal by placing an order, without the addition of any other terms and conditions of sale or any other modification, Customer’s order shall be deemed acceptance of the Proposal subject to Company’s terms and conditions, and the final Proposal price (“Proposal Price”). If Customer’s order is expressly conditioned upon Company’s acceptance or assent to terms and/or conditions other than those expressed herein, return of such order by Company with Company’s terms and conditions attached or referenced serves as Company’s notice of objection to Customer’s terms and as Company’s counteroffer to provide Work in accordance with the Proposal and the Company terms and conditions. If Customer does not reject or object in writing to Company within 10 days, Company’s counteroffer will be deemed accepted. Notwithstanding anything to the contrary herein, Customer’s acceptance of the Work by Company will in any event constitute an acceptance by Customer of Company’s terms and conditions. This Agreement is subject to credit approval by Company. Upon disapproval of credit, Company may delay or suspend performance or, at its option, renegotiate prices and/or terms and conditions with Customer. If Company and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability, other than Customer’s obligation to pay for Work rendered by Company to the date of cancellation.

2. Connected Services. In addition to these terms and conditions, the Connected Services Terms of Service (“Connected Services Terms”), available at <https://www.trane.com/TraneConnectedServicesTerms>, as updated from time to time, are incorporated herein by reference and shall apply to the extent that Company provides Customer with Connected Services, as defined in the Connected Services Terms.

3. Title and Risk of Loss. All Equipment sales with destinations to Canada or the U.S. shall be made as follows: FOB Company’s U.S. manufacturing facility or warehouse (full freight allowed). Title and risk of loss or damage to Equipment will pass to Customer upon tender of delivery of such to carrier at Company’s U.S. manufacturing facility or warehouse.

4. Pricing and Taxes.

a. Unless otherwise noted, the price in the Proposal includes standard ground transportation and, if required by law, all sales, consumer, use and similar taxes legally enacted as of the date hereof for equipment and material installed by Company. Tax exemption is contingent upon Customer furnishing appropriate certificates evidencing Customer’s tax-exempt status. Company shall charge Customer additional costs for bonds agreed to be provided. Equipment sold on an uninstalled basis and any taxable labor/labour do not include sales tax and taxes will be added. Within thirty (30) days following Customer acceptance of the Proposal without addition of any other terms and conditions of sale or any modification, Customer shall provide notification of release for immediate production at Company’s factory. Prices for Work are subject to change at any time prior to shipment to reflect any cost increases related to the manufacture, supply, and shipping of goods. This includes, but is not limited to, cost increases in raw materials, supplier components, labor, utilities, freight, logistics, wages and benefits, regulatory compliance, or any other event beyond Company’s control. If such release is not received within 6 months after date of order receipt, Company reserves the right to cancel any order. If shipment is delayed due to Customer’s actions, Company may also charge Customer storage fees. Company shall be entitled to equitable adjustments in the contract price to reflect any cost increases as set forth above and will provide notice to Customer prior to the date for which the increased price is to be in effect for the applicable customer contract. In no event will prices be decreased.

b. **Allocation to Trane of Tax Deduction under Section 179D of the Internal Revenue Code.** For calendar tax year(s) in which (a) the provisions of Section 179D of the Internal Revenue Code are in effect and (b) the qualifying property installed as a part of the Services has been placed in service pursuant to Section 179D, Customer agrees to allocate the tax deduction available under Section 179D solely to Trane pursuant to Section 179D(d)(4) and, upon a written request from Trane, shall provide the written form of allocation to the Customer that is required by the Internal Revenue Service.

5. Exclusions from Work. Company’s obligation is limited to the Work as written and defined under the scope of Work and does not include any modifications to the Work site under the Americans With Disabilities Act or any other law or building code(s). In no event shall Company be required to perform work Company reasonably believes is outside of the defined Work without a written change order signed by Customer and Company in accordance with the Change of Work process defined hereunder..

6. Performance. Company shall perform the Work in accordance with industry standards generally applicable in the area under similar circumstances as of the time Company performs the Work. Company may refuse to perform any Work where working conditions could endanger property or put at risk the safety of persons. Unless otherwise agreed to by Customer and Company, at Customer’s expense and before the Work begins, Customer will provide any necessary access platforms, catwalks to safely perform the Work in compliance with OSHA or state industrial safety regulations.

7. Payment. For Work requiring a longer construction schedule and progress payments, Customer shall pay Company or cause Company to be paid for the Services as follows: (a) **Initial Payment:** For Upon execution hereof, [Initial Payment]% of the Contract Price (for engineering, drafting and other mobilization costs incurred prior to on-site installation) shall be due; and (b) **Progress and Final Payments:** Company will invoice in accordance with the Proposal for all materials and equipment delivered to the job site (or, as applicable, to an off-site storage facility) and for all installation, labor and services performed during the billing period; Customer shall pay all amounts due upon receipt of the invoice and any invoice not paid within ten (10) calendar days of its date shall be past due. All amounts outstanding ten (10) calendar days beyond the due date shall bear interest payable to Trane at the maximum allowable legal rate, retroactive to the due date. Customer shall pay all costs (including attorneys’ fees) incurred by Company in attempting to collect amounts due from Customer. For all other Work, Customer shall pay Company’s invoices within net 30 days of invoice date. Company may invoice Customer for all equipment or material furnished, whether delivered to the installation site or to an off-site storage facility and for all Work performed on-site or off-site. No retention shall be withheld from any payments except as expressly agreed in writing by Company, in which case retention shall be reduced per the contract documents and released no later than the date of substantial completion. Under no circumstances shall any retention be withheld for the equipment portion of the order. If payment is not received as required, Company may suspend performance and the time for completion shall be extended for a reasonable period of time not less than the period of suspension. Customer shall be liable to Company for all reasonable shutdown, standby and start-up costs as a result of the suspension. Company reserves the right to add to any account outstanding for more than 30 days a service charge equal to 1.5% of the principal amount due at the end of each month. Customer shall pay all costs (including attorneys’ fees) incurred by Company in attempting to collect amounts due and otherwise enforcing these terms and conditions. If requested, Company will provide appropriate lien waivers upon receipt of payment. Customer agrees that, unless Customer makes payment in advance, Company will have a purchase money security interest in all equipment from Company to secure payment in full of all amounts due Company and its order for the equipment, together with these terms and conditions, form a security agreement. Customer shall keep the equipment free of all taxes and encumbrances, shall not remove the equipment from its original installation point and shall not assign or transfer any interest in the equipment until all payments due Company have been made.

8. Time for Completion. Except to the extent otherwise expressly agreed in writing signed by an authorized representative of Company, all dates provided by Company or its representatives for commencement, progress or completion are estimates only. While Company shall use commercially reasonable efforts to meet such estimated dates, Company shall not be responsible for any damages for its failure to do so. Delivery dates are approximate and not guaranteed. Company will use commercially reasonable efforts to deliver the Equipment on or before the estimated delivery date, will notify Customer if the estimated delivery dates cannot be honored, and will deliver the Equipment and services as soon as practicable thereafter. In no event will Company be liable for any damages or expenses caused by delays in delivery.

9. Equipment Location & Access. Customer shall provide, without charge, a mutually satisfactory location or locations for the installation and operation of the equipment and the performance of the installation work, including sufficient areas for staging, mobilization, and storage. Customer shall provide access to the Premises for Trane and its contractors or subcontractors during regular business hours, or such other hours as may be requested by Trane and acceptable to Customer, to install, adjust, inspect, and correct the installation work. Trane’s access to correct any emergency condition shall not be restricted by Customer. Customer grants to Company the right to remotely connect (via phone modem, internet or other agreed upon means) to Customer’s building automation system (BAS) and/or HVAC equipment to view, extract, or otherwise collect and retain data from the BAS, HVAC equipment, or other building systems, and to diagnose and remotely make repairs at Customer’s request.

10. Completion. When Company informs Customer that the Work has been completed, Customer shall inspect the Work in the presence of Company’s representative, and Customer shall either (a) accept the Work in its entirety in writing, or (b) accept the Work in part and specifically identify, in writing, any exception items. Customer agrees to re-inspect any and all excepted items as soon as Company informs Customer that all such excepted items have been completed. The initial acceptance inspection shall take place within ten (10) days from the date when Company informs Customer that the Work has been completed. Any subsequent re-inspection of excepted items shall take place within five (5) days from the date when Company informs Customer that the excepted items have been completed. Customer’s failure to cooperate and complete any of said inspections within the required time limits shall constitute complete acceptance of the Work as of ten (10) days from date when Company informs Customer that the Work, or the excepted items, if applicable, has/have been completed.

a. **Substantial Completion.** When Trane considers that the Services, or a portion thereof, are substantially complete, Trane will submit to Customer a proposed “punch list” listing items of the Services to be completed prior to final completion. Customer and Trane shall inspect the Work (or portion thereof) to determine if the same is substantially complete. (Substantial Completion is defined as the stage in the progress of the Services (or designated portion thereof) when the Work is sufficiently complete so that Customer can occupy or utilize the Services for its intended use.) Customer and Trane shall add to the punch list any item of work

that has not been completed. When the Services (or designated portion thereof) are substantially complete, Customer and Trane shall execute a Certificate of Substantial Completion, setting forth the date of Substantial Completion and shall state the date by which Trane shall complete the items included on the punch list.

b. Final Completion. Upon Customer's receipt of written notice from Trane that the installation work included in the Work is ready for final inspection and acceptance, Customer and Trane shall inspect the installation services and determine whether the same has been performed in accordance with the Proposal. If Customer considers the installation work to have been performed in accordance with the Proposal, Customer shall issue a Certificate of Final Completion and Acceptance, to be executed by an authorized representative of Customer. In the event Trane presents a Certificate of Final Completion and Acceptance to Customer for execution and, within fourteen (14) calendar days from the date noted in the Certificate as the date of such presentation, Customer fails to deliver an executed original of the Certificate to Trane and does not provide to Trane written objections to issuance of the Certificate, providing specific facts as to why the Services have not been finally completed, the Date of Final Completion shall be the date noted in the Certificate as the date the Certificate was submitted to Customer.

11. Changes in Work

a. Customer, by written change order, may request that Trane perform services in addition to the Work ("Change Order"). Trane shall be obligated to perform such additional services only pursuant to a Change Order agreed to and executed by Customer and Trane. The Change Order shall reflect the parties' agreement with respect to the scope of the additional services, the amount of any adjustment in the Proposal Price, and the extent of any adjustment in the contract time.

b. If a Change Order provides for an adjustment to the Proposal Price, such adjustment shall be based on one of the following methods:

- (1) A lump sum agreed to by Customer and Trane;
- (2) Unit prices set forth in this Agreement or subsequently agreed to; or
- (3) Cost of the work ordered plus a fee agreed to by the parties.

c. The following types of costs, which listing is not all-inclusive, shall be included in the determination of the cost of the additional work:

- (1) costs of labor, including social security, old age and unemployment insurance, fringe benefits required by agreement or industry practice or custom, and workers' compensation insurance;
- (2) costs of materials, supplies and equipment, including transportation thereof, whether the same is incorporated or consumed in the additional work;
- (3) the costs of renting machinery and equipment, except hand tools;
- (4) premium costs for all bonds and insurance, permit or other governmental approval or inspection fees, and sales, use or comparable taxes relating to the additional work; and
- (5) additional costs of supervision and field office personnel directly attributable to the additional work.

12. Permits and Governmental Fees. Company shall secure (with Customer's assistance) and pay for building and other permits and governmental fees, licenses, and inspections necessary for proper performance and completion of the Work which are legally required when bids from Company's subcontractors are received, negotiations thereon concluded, or the effective date of a relevant Change Order, whichever is later. Customer is responsible for necessary approvals, easements, assessments and charges for construction, use or occupancy of permanent structures or for permanent changes to existing facilities. If the cost of such permits, fees, licenses and inspections are not included in the Proposal, Company will invoice Customer for such costs.

13. Utilities During Construction. Customer shall provide without charge to Company all water, heat, and utilities required for performance of the Work.

14. Concealed or Unknown Conditions. In the performance of the Work, if Company encounters conditions at the Work site that are (i) subsurface or otherwise concealed physical conditions that differ materially from those indicated on drawings expressly incorporated herein or (ii) unknown physical conditions of an unusual nature that differ materially from those conditions ordinarily found to exist and generally recognized as inherent in construction activities of the type and character as the Work, Company shall notify Customer of such conditions promptly, prior to significantly disturbing same. If such conditions differ materially and cause an increase in Company's cost of, or time required for, performance of any part of the Work, Company shall be entitled to, and Customer shall consent by Change Order to, an equitable adjustment in the Proposal Price, contract time, or both.

15. Pre-Existing Conditions. Company is not liable for any claims, damages, losses, or expenses, arising from or related to conditions that existed in, on, or upon the Work site before the Commencement Date of this Agreement ("Pre-Existing Conditions"), including, without limitation, damages, losses, or expenses involving Pre-Existing Conditions of building envelope issues, mechanical issues, plumbing issues, and/or indoor air quality issues involving mold/mould and/or fungi. Company also is not liable for any claims, damages, losses, or expenses, arising from or related to work done by or services provided by individuals or entities that are not employed by or hired by Company.

16. Asbestos and Hazardous Materials. Company's Work and other services in connection with this Agreement expressly excludes any identification, abatement, cleanup, control, disposal, removal or other work connected with asbestos, polychlorinated biphenyl ("PCB"), or other hazardous materials (hereinafter, collectively, "Hazardous Materials"). Customer warrants and represents that, except as set forth in a writing signed by Company, there are no Hazardous Materials on the Work site that will in any way affect Company's Work and Customer has disclosed to Company the existence and location of any Hazardous Materials in all areas within which Company will be performing the Work. Should Company become aware of or suspect the presence of Hazardous Materials, Company may immediately stop work in the affected area and shall notify Customer. Customer will be exclusively responsible for taking any and all action necessary to correct the condition in accordance with all applicable laws and regulations. Customer shall be exclusively responsible for and, to the fullest extent permitted by law, shall indemnify and hold harmless Company (including its employees, agents and subcontractors) from and against any loss, claim, liability, fees, penalties, injury (including death) or liability of any nature, and the payment thereof arising out of or relating to any Hazardous Materials on or about the Work site, not brought onto the Work site by Company. Company shall be required to resume performance of the Work in the affected area only in the absence of Hazardous Materials or when the affected area has been rendered harmless. In no event shall Company be obligated to transport or handle Hazardous Materials, provide any notices to any governmental agency, or examine the Work site for the presence of Hazardous Materials.

17. Force Majeure. Company's duty to perform under this Agreement is contingent upon the non-occurrence of an Event of Force Majeure. If Company shall be unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Company's election (i) remain in effect but Company's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon 10 days' notice to Customer, in which event Customer shall pay Company for all parts of the Work furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Company. Without limiting the foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; tornado; storm; fire; civil disobedience; pandemic insurrections; riots; labor/labour disputes; labor/labour or material shortages; sabotage; restraint by court order or public authority (whether valid or invalid), and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Company; and the requirements of any applicable government in any manner that diverts either the material or the finished product to the direct or indirect benefit of the government.

18. Customer's Breach. Each of the following events or conditions shall constitute a breach by Customer and shall give Company the right, without an election of remedies, to terminate this Agreement or suspend performance by delivery of written notice: (1) Any failure by Customer to pay amounts when due; or (2) any general assignment by Customer for the benefit of its creditors, or if Customer becomes bankrupt or insolvent or takes the benefit of any statute for bankrupt or insolvent debtors, or makes or proposes to make any proposal or arrangement with creditors, or if any steps are taken for the winding up or other termination of Customer or the liquidation of its assets, or if a trustee, receiver, or similar person is appointed over any of the assets or interests of Customer; (3) Any representation or warranty furnished by Customer in this Agreement is false or misleading in any material respect when made; or (4) Any failure by Customer to perform or comply with any material provision of this Agreement. Customer shall be liable to Company for all Work furnished to date and all damages sustained by Company (including lost profit and overhead)

19. Indemnity. To the fullest extent permitted by law, Company and Customer shall indemnify, defend and hold harmless each other from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or tangible personal property, to the extent caused by the negligence or misconduct of their respective employees or other authorized agents in connection with their activities within the scope of this Agreement. Neither party shall indemnify the other against claims, damages, expenses or liabilities to the extent attributable to the acts or omissions of the other party. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination.

20. Limitation of Liability. NOTWITHSTANDING ANYTHING TO THE CONTRARY, IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY SPECIAL, LIQUIDATED INCIDENTAL, INDIRECT CONSEQUENTIAL, OR PUNITIVE OR EXEMPLARY DAMAGES (INCLUDING WITHOUT LIMITATION BUSINESS INTERRUPTION, LOST DATA, LOST REVENUE, LOST PROFITS, LOST DOLLAR SAVINGS, OR LOST ENERGY USE SAVINGS, INCLUDING CONTAMINANTS LIABILITIES, EVEN IF A PARTY HAS BEEN ADVISED OF SUCH POSSIBLE DAMAGES OR IF SAME WERE REASONABLY FORESEEABLE AND REGARDLESS OF WHETHER THE CAUSE OF ACTION IS FRAMED IN CONTRACT, NEGLIGENCE, ANY OTHER TORT, WARRANTY, STRICT LIABILITY, OR PRODUCT LIABILITY). In no event will Company's liability in connection with the provision of products or services or otherwise under this Agreement exceed the entire amount paid to Company by Customer under this Agreement.

21. CONTAMINANTS LIABILITY

The transmission of COVID-19 may occur in a variety of ways and circumstances, many of the aspects of which are currently not known. HVAC systems, products, services and other offerings have not been tested for their effectiveness in reducing the spread of COVID-19, including through the air in closed environments. **IN NO EVENT WILL COMPANY BE LIABLE UNDER THIS AGREEMENT OR OTHERWISE FOR ANY INDEMNIFICATION, ACTION OR CLAIM, WHETHER BASED ON WARRANTY, CONTRACT, TORT OR OTHERWISE, FOR ANY BODILY INJURY (INCLUDING DEATH), DAMAGE TO PROPERTY, OR ANY OTHER LIABILITIES, DAMAGES OR COSTS RELATED TO CONTAMINANTS (INCLUDING THE SPREAD, TRANSMISSION, MITIGATION, ELIMINATION, OR CONTAMINATION THEREOF) (COLLECTIVELY, "CONTAMINANT LIABILITIES") AND CUSTOMER HEREBY EXPRESSLY RELEASES COMPANY FROM ANY SUCH CONTAMINANT LIABILITIES.**

22. Patent Indemnity. Company shall protect and indemnify Customer from and against all claims, damages, judgments and loss arising from infringement or alleged infringement of any United States patent by any of the goods manufactured by Company and delivered hereunder, provided that in the event of suit or threat of suit for patent infringement, Company shall promptly be notified and given full opportunity to negotiate a settlement. Company does not warrant against infringement by reason of Customer's design of the articles or the use thereof in combination with other materials or in the operation of any process. In the event of litigation, Customer agrees to reasonably cooperate with Company. In connection with any proceeding under the provisions of this Section, all parties concerned shall be entitled to be represented by counsel at their own expense.

23. Limited Warranty. Company warrants for a period of 12 months from the date of substantial completion ("Warranty Period") commercial equipment manufactured and installed by Company against failure due to defects in material and manufacture and that the labor/labour furnished is warranted to have been properly performed (the "Limited Warranty"). Trane equipment sold on an uninstalled basis is warranted in accordance with Company's standard warranty for supplied equipment. **Product manufactured by Company that includes required startup and is sold in North America will not be warranted by Company unless Company performs the product start-up.** Substantial completion shall be the earlier of the date that the Work is sufficiently complete so that the Work can be utilized for its intended use or the date that Customer receives beneficial use of the Work. If such defect is discovered within the Warranty Period, Company will correct the defect or furnish replacement equipment (or, at its option, parts therefor) and, if said equipment was installed pursuant hereto, labor/labour associated with the replacement of parts or equipment not conforming to this Limited Warranty. Defects must be reported to Company within the Warranty Period. Exclusions from this Limited Warranty include damage or failure arising from: wear and tear; corrosion, erosion, deterioration; Customer's failure to follow the Company-provided maintenance plan; refrigerant not supplied by Company; and modifications made by others to Company's equipment. Company shall not be obligated to pay for the cost of lost refrigerant. Notwithstanding the foregoing, all warranties provided herein terminate upon termination or cancellation of this Agreement. No warranty liability whatsoever shall attach to Company until the Work has been paid for in full and then said liability shall be limited to the lesser of Company's cost to correct the defective Work and/or the purchase price of the equipment shown to be defective. Equipment, material and/or parts that are not manufactured by Company ("Third-Party Product(s)") are not warranted by Company and have such warranties as may be extended by the respective manufacturer. **CUSTOMER UNDERSTANDS THAT COMPANY IS NOT THE MANUFACTURER OF ANY THIRD-PARTY PRODUCT(S) AND ANY WARRANTIES, CLAIMS, STATEMENTS, REPRESENTATIONS, OR SPECIFICATIONS ARE THOSE OF THE THIRD-PARTY MANUFACTURER, NOT COMPANY AND CUSTOMER IS NOT RELYING ON ANY WARRANTIES, CLAIMS, STATEMENTS, REPRESENTATIONS, OR SPECIFICATIONS REGARDING THE THIRD-PARTY PRODUCT THAT MAY BE PROVIDED BY COMPANY OR ITS AFFILIATES, WHETHER ORAL OR WRITTEN. THE WARRANTY AND LIABILITY SET FORTH IN THIS AGREEMENT ARE IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES, WHETHER IN CONTRACT OR IN NEGLIGENCE, EXPRESS OR IMPLIED, IN LAW OR IN FACT, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND/OR OTHERS ARISING FROM COURSE OF DEALING OR TRADE. COMPANY MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, INCLUDING WARRANTY OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE. ADDITIONALLY, COMPANY MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND REGARDING PREVENTING, ELIMINATING, REDUCING OR INHIBITING ANY MOLD, FUNGUS, BACTERIA, VIRUS, MICROBIAL GROWTH, OR ANY OTHER CONTAMINANTS (INCLUDING COVID-19 OR ANY SIMILAR VIRUS) (COLLECTIVELY, "CONTAMINANTS"), WHETHER INVOLVING OR IN CONNECTION WITH EQUIPMENT, ANY COMPONENT THEREOF, SERVICES OR OTHERWISE. IN NO EVENT SHALL COMPANY HAVE ANY LIABILITY FOR THE PREVENTION, ELIMINATION, REDUCTION OR INHIBITION OF THE GROWTH OR SPREAD OF SUCH CONTAMINANTS INVOLVING OR IN CONNECTION WITH ANY EQUIPMENT, THIRD-PARTY PRODUCT, OR ANY COMPONENT THEREOF, SERVICES OR OTHERWISE AND CUSTOMER HEREBY SPECIFICALLY ACKNOWLEDGES AND AGREES THERETO.**

24 Insurance.

- a. Company agrees to maintain the following insurance while the Work is being performed with limits not less than shown below and will, upon request from Customer, provide a Certificate of evidencing the following coverage:

Commercial General Liability	\$2,000,000 per occurrence
Automobile Liability	\$2,000,000 CSL
Workers Compensation	Statutory Limits

If Customer has requested to be named as an additional insured under Company's insurance policy, Company will do so but only subject to Company's manuscript additional insured endorsement under its primary Commercial General Liability policies. In no event does Company waive its right of subrogation.

- b. Customer's Liability and Property Insurance.** (a) Customer shall be responsible for purchasing and maintaining Commercial General Liability Insurance of the type and amount Customer deems necessary and appropriate. (b) Customer shall purchase and maintain until Final Payment property insurance for the installation work in progress at least in an amount equal to the Proposal Price, as the same may be adjusted from time to time, for the installation work (including the equipment) on a replacement cost basis with a deductible of no more than \$5,000 from an insurer reasonably acceptable to Trane. Such property insurance shall include the interests of Customer, Trane, and its subcontractors (at whatever tier) as additional insureds as their interests may appear. The property insurance purchased by Customer shall be on an all-risk policy form. The property insurance shall cover portions of the installation work stored off site after written approval of Customer at the value established in the approval. Customer, for itself and its insurance carriers, hereby waives all rights of subrogation against Trane and any of its subcontractors, agents, employees, and officers with respect to property insurance and any other insurance coverages maintained by Customer. (c) A loss insured under Customer's property insurance shall be adjusted by Customer's Insurer as a fiduciary and made payable to Customer as a fiduciary for the insureds, as their respective interests may appear, subject to requirements of any applicable mortgagee clause. Trane shall pay its subcontractors their just shares of insurance proceeds received by Customer and remitted to Trane, and, by appropriate agreements, written where legally required for validity, shall require said subcontractors to make payments to their subcontractors in a similar manner. In its fiduciary role, Customer shall have the power to negotiate and settle a loss with insurers; provided, however, that at least ten (10) days prior to agreeing to the proposed settlement, Customer shall advise the parties in interest in writing of the terms of the same and the parties in interest shall have seven (7) days thereafter to object in writing to the proposed adjustment or settlement; if such objection is made, Customer shall not enter into or agree to the proposed adjustment. (d) Certificates of insurance acceptable to the Customer and to Trane shall be provided by each party to the other prior to commencement of performance of any Services. Such certificates shall contain a provision that coverages afforded under the policies will not be canceled or allowed to expire until at least thirty (30) days prior written notice has been given to the other party. If any of the insurance coverages are required to remain in force after final payment and are reasonably available, an additional certificate evidencing continuation of such coverage shall be submitted with the final application for payment.

25. Commencement of Statutory Limitation Period. Except as to warranty claims, as may be applicable, any applicable statutes of limitation for acts or failures to act shall commence to run, and any alleged cause of action stemming therefrom shall be deemed to have accrued, in any and all events not later than the last date that Company or its subcontractors physically performed work on the project site.

26. General. Except as provided below, to the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state or province in which the Work is performed, without regard to choice of law principles which might otherwise call for the application of a different state's or province's law. Any dispute arising under or relating to this Agreement that is not disposed of by agreement shall be decided by litigation in a court of competent jurisdiction located in the state or province in which the Work is performed. To the extent the Work site is owned and/or operated by any agency of the Federal Government, determination of any substantive issue of law shall be according to the Federal common law of Government contracts as enunciated and applied by Federal judicial bodies and boards of contract appeals of the Federal Government. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. This Agreement may not be amended, modified or terminated except by a writing signed by the parties hereto. No documents shall be incorporated herein by reference except to the extent Company is a signatory thereon. If any term or condition of this Agreement is invalid, illegal or incapable of being enforced by any rule of law, all other terms and conditions of this Agreement will nevertheless remain in full force and effect as long as the economic or legal substance of the transaction contemplated hereby is not affected in a manner adverse to any party hereto. Customer may not assign, transfer, or convey this Agreement, or any part hereof, or its right, title or interest herein, without the written consent of the Company. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of Customer's permitted successors and assigns. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original.

27. Federal Requirements. The Parties shall comply with all United States federal labor law obligations under 29 CFR part 471, appendix A to subpart A. THE FOLLOWING PROVISIONS ARE INCORPORATED HEREIN BY REFERENCE: Executive Order 11701 and 41 CFR §§ 60-250.5(a), 60-300.5; Executive Order 11758

and 41 CFR § 60-741.5(a); U.S. immigration laws, including the L-1 Visa Reform Act of 2004 and the H-1B Visa Reform Act of 2004; and Executive Order 13496. The Parties shall abide by the requirements of 41 CFR 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to protected veteran status or disability. The Parties certify that they do not operate any programs promoting DEI that violate any applicable United States anti-discrimination laws and acknowledge and agree that their compliance with all applicable federal anti-discrimination laws is material to the federal government's payment decisions. The Parties acknowledge and agree that their employment, procurement, and contracting practices shall not consider race, color, sex, sexual preference, religion, or national origin in ways that violate United States federal civil rights laws.

28. Export Laws. The obligation of Company to supply Equipment and/or Services under this Agreement is subject to the ability of Company to supply such items consistent with applicable laws and regulations of the United States and other governments. Company reserves the right to refuse to enter into or perform any order, and to cancel any order, under this Agreement if Company in its sole discretion determines that performance of the transaction to which such order relates would violate any such applicable law or regulation. Customer will pay all handling and other similar costs from Company's factories including the costs of freight, insurance, export clearances, import duties and taxes. Customer will be "exporter of record" with respect to any export from the United States of America and will perform all compliance and logistics functions in connection therewith and will also comply with all applicable laws, rules and regulations. Customer understands that Company and/or the Equipment and/or Services are subject to laws and regulations of the United States of America which may require licensing or authorization for and/or prohibit export, re-export or diversion of Company's Equipment and/or Services to certain countries, and agrees it will not knowingly assist or participate in any such diversion or other violation of applicable United States of America laws and regulations. Customer agrees to hold harmless and indemnify Company for any damages resulting to Customer or Company from a breach of this paragraph by Customer.

29. U.S. Government Work.

The following provision applies only to direct sales by Company to the US Government. The Parties acknowledge that all items or services ordered and delivered under this Agreement are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Company agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1). Company complies with 52.219-8 or 52.219-9 in its service and installation contracting business.

The following provision applies only to indirect sales by Company to the US Government. As a Commercial Item Subcontractor, Company accepts only the following mandatory flow down provisions in effect as of the date of this subcontract: 52.203-19; 52.204-21; 52.204-23; 52.219-8; 52.222-21; 52.222-26; 52.222-35; 52.222-36; 52.222-50; 52.225-26; 52.247-64. If the Work is in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Company will have no obligations to Customer unless and until Customer provides Company with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Company of all requested written communications with any government official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Company prior to providing any government official any information about Company's performance of the work that is the subject of the Proposal or this Agreement, other than the Proposal or this Agreement.

30. Limited Waiver of Sovereign Immunity. If Customer is an Indian tribe (in the U.S.) or a First Nation or Band Council (in Canada), Customer, whether acting in its capacity as a government, governmental entity, a duly organized corporate entity or otherwise, for itself and for its agents, successors, and assigns: (1) hereby provides this limited waiver of its sovereign immunity as to any damages, claims, lawsuit, or cause of action (herein "Action") brought against Customer by Company and arising or alleged to arise out of the furnishing by Company of any product or service under this Agreement, whether such Action is based in contract, tort, strict liability, civil liability or any other legal theory; (2) agrees that jurisdiction and venue for any such Action shall be proper and valid (a) if Customer is in the U.S., in any state or United States court located in the state in which Company is performing this Agreement or (b) if Customer is in Canada, in the superior court of the province or territory in which the work was performed; (3) expressly consents to such Action, and waives any objection to jurisdiction or venue; (4) waives any requirement of exhaustion of tribal court or administrative remedies for any Action arising out of or related to this Agreement; and (5) expressly acknowledges and agrees that Company is not subject to the jurisdiction of Customer's tribal court or any similar tribal forum, that Customer will not bring any action against Company in tribal court, and that Customer will not avail itself of any ruling or direction of the tribal court permitting or directing it to suspend its payment or other obligations under this Agreement. The individual signing on behalf of Customer warrants and represents that such individual is duly authorized to provide this waiver and enter into this Agreement and that this Agreement constitutes the valid and legally binding obligation of Customer, enforceable in accordance with its terms.

31. Building Automation Systems and Network Security. Customer and Trane acknowledge that Building Automation System (BAS) and connected networks security requires Customer and Trane to maintain certain cybersecurity obligations. Customer acknowledges that upon completion of installation and configuration of the BAS, the Customer maintains ownership of the BAS and the connected network equipment. Except for any applicable warranty obligations, Customer is solely responsible for the maintenance and security of the BAS and related networks and systems. In the event there is a service agreement between Trane and Customer, Trane will provide the services as set forth in the service agreement.

In order to maintain a minimum level of security for the BAS, associated networks, network equipment and systems, Customer's cybersecurity responsibilities include without limitation:

1. Ensure that the BAS, networks, and network equipment are physically secure and not accessible to unauthorized personnel.
2. Ensure the BAS remains behind a secure firewall and properly segmented from all other customer networks and systems, especially those with sensitive information.
3. Keep all Inbound ports closed to any IP Addresses in the BAS.
4. Remove all forwarded inbound ports and IP Addresses to the BAS.
5. Maintain user login credentials and unique passwords, including the use of strong passwords and the removal of access for users who no longer require access.
6. Where remote access is desired, utilize a secure method such as Trane Connect Secure Remote Access or your own VPN.
7. For any Trane services requiring remote data transfer and/or remote user access, configure the BAS and related firewall(s) per instructions provided by Trane. This typically includes configuring Port 443 and associated firewall(s) for Outbound only.
8. Perform regular system maintenance to ensure that your BAS is properly secured, including regular software updates to your BAS and related network equipment (i.e., firewalls).

Any and all claims, actions, losses, expenses, costs, damages, or liabilities of any nature due to Customer's failure to maintain BAS security responsibilities and/or industry standards for cybersecurity are the sole responsibility of the Customer.

1-26.251-10 (07072025)
Supersedes 1-26.251-10(0325)

SECURITY ADDENDUM

This Addendum shall be applicable to the sale, installation and use of Trane equipment and the sale and provision of Trane services. "Trane" shall mean Trane U.S. Inc. for sales and services in the United States, or Trane Canada ULC for sales and services in Canada.

1. **Definitions.** All terms used in this Addendum shall have the meaning specified in the Agreement unless otherwise defined herein. For the purposes of this Addendum, the following terms are defined as follows:
 - "**Customer Data**" means Customer account information as related to the Services only and does not include HVAC Machine Data or personal data. Trane does not require, nor shall Customer provide personal data to Trane under the Agreement. Such data is not required for Trane to provide its Equipment and/or Services to the Customer.
 - "**Equipment**" shall have the meaning set forth in the Agreement.
 - "**HVAC Machine Data**" means data generated and collected from the product or furnished service without manual entry. HVAC Machine Data is data relating to the physical measurements and operating conditions of a HVAC system, such as but not limited to, temperatures, humidity, pressure, HVAC equipment status. HVAC Machine Data does not include Personal Data and, for the purposes of this agreement, the names of users of Trane's controls products or hosted applications shall not be Personal Data, if any such user chooses to use his/her name(s) in the created accounts within the controls product (e.g., firstname.lastname@address.com). HVAC Machine Data may be used by Trane: (a) to provide better support services and/or products to users of its products and services; (b) to assess compliance with Trane terms and conditions; (c) for statistical or other analysis of the collective characteristics and behaviors of product and services users; (d) to backup user and other data or information and/or provide remote support and/or restoration; (e) to provide or undertake: engineering analysis; failure analysis; warranty analysis; energy analysis; predictive analysis; service analysis; product usage analysis; and/or other desirable analysis, including, but not limited to, histories or trends of any of the foregoing; and (f) to otherwise understand and respond to the needs of users of the product or furnished service. "Personal Data" means data and/or information that is owned or controlled by Customer, and that names or identifies, or is about a natural person, such as: (i) data that is explicitly defined as a regulated category of data under any data privacy laws applicable to Customer; (ii) non-public personal information ("NPI") or personal information ("PI"), such as national identification number, passport number, social security number, social insurance number, or driver's license number; (iii) health or medical information, such as insurance information, medical prognosis, diagnosis information, or genetic information; (iv) financial information, such as a policy number, credit card number, and/or bank account number; (v) personally identifying technical information (whether transmitted or stored in cookies, devices, or otherwise), such as IP address, MAC address, device identifier, International Mobile Equipment Identifier ("IMEI"), or advertising identifier; (vi) biometric information; and/or (vii) sensitive personal data, such as, race, religion, marital status, disability, gender, sexual orientation, geolocation, or mother's maiden name.
 - "**Security Incident**" shall refer to (i) a compromise of any network, system, application or data in which Customer Data has been accessed or acquired by an unauthorized third party; (ii) any situation where Trane reasonably suspects that such compromise may have occurred; or (iii) any actual or reasonably suspected unauthorized or illegal Processing, loss, use, disclosure or acquisition of or access to any Customer Data.
 - "**Services**" shall have the meaning set forth in the Agreement.
2. **HVAC Machine Data; Access to Customer Extranet and Third Party Systems.** If Customer grants Trane access to HVAC Machine Data via web portals or other non-public websites or extranet services on Customer's or a third party's website or system (each, an "Extranet"), Trane will comply with the following:
 - a. **Accounts.** Trane will ensure that Trane's personnel use only the Extranet account(s) designated by Customer and will require Trane personnel to keep their access credentials confidential.
 - b. **Systems.** Trane will access the Extranet only through computing or processing systems or applications running operating systems managed by Trane that include: (i) system network firewalls; (ii) centralized patch management; (iii) operating system appropriate anti-malware software; and (iv) for portable devices, full disk encryption.
 - c. **Restrictions.** Unless otherwise approved by Customer in writing, Trane will not download, mirror or permanently store any HVAC Machine Data from any Extranet on any medium, including any machines, devices or servers.
 - d. **Account Termination.** Trane will terminate the account of each of Trane's personnel in accordance with Trane's standard practices after any specific Trane personnel who has been authorized to access any Extranet (1) no longer needs access to HVAC Machine Data or (2) no longer qualifies as Trane personnel (e.g., the individual leaves Trane's employment).
 - e. **Third Party Systems.** Trane will provide Customer prior notice before it uses any third party system that stores or may otherwise have access to HVAC Machine Data, unless (1) the data is encrypted and (2) the third party system will not have access to the decryption key or unencrypted "plain text" versions of the HVAC Machine Data.
3. **Customer Data; Confidentiality.** Trane shall keep confidential, and shall not access or use any Customer Data and information that is marked confidential or by its nature is considered confidential ("Customer Confidential Information") other than for the purpose of providing the Equipment and Services, and will disclose Customer Confidential Information only: (i) to Trane's employees and agents who have a need to know to perform the Services, (ii) as expressly permitted or instructed by Customer, or (iii) to the minimum extent required to comply with applicable law, provided that Trane (1) provides Customer with prompt written notice prior to any such disclosure, and (2) reasonably cooperate with Customer to limit or prevent such disclosure.
4. **Customer Data; Compliance with Laws.** Trane agrees to comply with laws, regulations governmental requirements and industry standards and practices relating to Trane's processing of Customer Confidential Information (collectively, "**Laws**").
5. **Customer Data; Information Security Management.** Trane agrees to establish and maintain an information security and privacy program, consistent with applicable HVAC equipment industry practices that complies with this Addendum and applicable Laws ("**Information Security Program**"). The Information Security Program shall include appropriate physical, technical and administrative safeguards, including any safeguards and controls agreed by the Parties in writing, sufficient to protect Customer systems, and Customer's Confidential Information from unauthorized access, destruction, use, modification or disclosure. The Information Security Program shall include appropriate, ongoing training and awareness programs designed to ensure that Trane's employees and agents, and others acting on Trane's, behalf are aware of and comply with the Information Security Program's policies, procedures, and protocols.
6. **Monitoring.** Trane shall monitor and, at regular intervals consistent with HVAC equipment industry practices, test and evaluate the effectiveness of its Information Security Program. Trane shall evaluate and promptly adjust its Information Security Program in light of the results of the testing and monitoring, any material changes to its operations or business arrangements, or any other facts or circumstances that Trane knows or reasonably should know may have a material impact on the security of Customer Confidential Information, Customer systems and Customer property.
7. **Audits.** Customer acknowledges and agrees that the Trane SOC2 audit report will be used to satisfy any and all audit/inspection requests/requirements by or on behalf of Customer. Trane will make its SOC2 audit report available to Customer upon request and with a signed nondisclosure agreement.
8. **Information Security Contact.** Trane's information security contact is Local Sales Office.
9. **Security Incident Management.** Trane shall notify Customer after the confirmation of a Security Incident that affects Customer Confidential Information, Customer systems and Customer property. The written notice shall summarize the nature and scope of the Security Incident and the corrective action already taken or planned.
10. **Threat and Vulnerability Management.** Trane regularly performs vulnerability scans and addresses detected vulnerabilities on a risk basis. Periodically, Trane engages third-parties to perform network vulnerability assessments and penetration testing. Vulnerabilities will be reported in accordance with Trane's cybersecurity vulnerability reported process. Trane periodically provides security updates and software upgrades.
11. **Security Training and Awareness.** New employees are required to complete security training as part of the new hire process and receive annual and targeted training (as needed and appropriate to their role) thereafter to help maintain compliance with Security Policies, as well as other corporate policies, such as the Trane Code of Conduct. This includes requiring Trane employees to annually re-acknowledge the Code of Conduct and other Trane policies as appropriate. Trane conducts periodic security awareness campaigns to educate personnel about their responsibilities and provide guidance to create and maintain a secure workplace.

12. Secure Disposal Policies. Trane will maintain policies, processes, and procedures regarding the disposal of tangible and intangible property containing Customer Confidential Information so that wherever possible, Customer Confidential Information cannot be practicably read or reconstructed.
13. Logical Access Controls. Trane employs internal monitoring and logging technology to help detect and prevent unauthorized access attempts to Trane's corporate networks and production systems. Trane's monitoring includes a review of changes affecting systems' handling authentication, authorization, and auditing, and privileged access to Trane production systems. Trane uses the principle of "least privilege" (meaning access denied unless specifically granted) for access to customer data.
14. Contingency Planning/Disaster Recovery. Trane will implement policies and procedures required to respond to an emergency or other occurrence (i.e. fire, vandalism, system failure, natural disaster) that could damage Customer Data or any system that contains Customer Data. Procedures include the following
 - (i) Data backups; and
 - (ii) Formal disaster recovery plan. Such disaster recovery plan is tested at least annually.
15. Return of Customer Data. If Trane is responsible for storing or receiving Customer Data, Trane shall, at Customer's sole discretion, deliver Customer Data to Customer in its preferred format within a commercially reasonable period of time following the expiration or earlier termination of the Agreement or, such earlier time as Customer requests, securely destroy or render unreadable or undecipherable each and every original and copy in every media of all Customer's Data in Trane's possession, custody or control no later than [90 days] after receipt of Customer's written instructions directing Trane to delete the Customer Data.
16. Background Checks Trane shall take reasonable steps to ensure the reliability of its employees or other personnel having access to the Customer Data, including the conducting of appropriate background and/or verification checks in accordance with Trane policies.
17. DISCLAIMER OF WARRANTIES. EXCEPT FOR ANY APPLICABLE WARRANTIES IN THE AGREEMENT, THE SERVICES ARE PROVIDED "AS IS", WITH ALL FAULTS, AND THE ENTIRE RISK AS TO SATISFACTORY QUALITY, PERFORMANCE, ACCURACY AND EFFORT AS TO SUCH SERVICES SHALL BE WITH CUSTOMER. TRANE DISCLAIMS ANY AND ALL OTHER EXPRESS OR IMPLIED REPRESENTATIONS AND WARRANTIES WITH RESPECT TO THE SERVICES AND THE SERVICES PROVIDED HEREUNDER, INCLUDING ANY EXPRESS OR IMPLIED WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR THAT THE SERVICES WILL OPERATE ERROR-FREE OR UNINTERRUPTED OR RETURN/RESPONSE TO INQUIRIES WITHIN ANY SPECIFIC PERIOD OF TIME.

October 2024
Supersedes: November 2023v2

PRESS Policies
December 15 (1st Reading)
January 12 and January 27 (2nd Reading)

Board of Education

2:120, Board Member Development

The policy is updated for continuous improvement.

2:150, Committees

The policy is updated in response to 105 ILCS 5/10-20.14, amended by P.A. 104-430, requiring the parent-teacher advisory committee's guidelines for reciprocal reporting to address both civil and criminal offenses committed by students.

2:270, Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited

The policy is updated for continuous improvement. The Legal References and footnotes are updated in response to P.A. 103-605, finalizing the citation to the Racism Free Schools Law, 105 ILCS 5/22-95.

Operational Services

4:10, Fiscal and Business Management

The policy is updated in response to 105 ILCS 5/10-17, amended by P.A. 104-261, eff. 1-1-26, requiring a district to post on its website its statement of affairs by Dec. 1 each year, and making certain changes to the contents of the statement of affairs.

4:30, Revenue and Investments

The policy is updated in response to the Public Funds Investment Act, 30 ILCS 235/8, amended by P.A. 104-92, eff. 1-1-26, addressing deposit requirements for financial institutions subject to the Ill. Community Reinvestment Act.

4:80, Accounting and Audits

The policy is updated in response to 105 ILCS 5/3-7, amended by P.A. 104-261, eff. 1-1-26, requiring school districts to submit copies of their Annual Financial Report (AFR) and audits to their regional superintendent of schools by Oct. 15 each year, and further requiring district audit firms to annually file district AFRs and audits with ISBE by Oct. 15, and for continuous improvement. The Legal References are updated with a minor style change.

4:140, Waiver of Student Fees

The Legal References are updated in response to: 1. 105 ILCS 5/27-815, renumbered by P.A. 104-391; 2. 105 ILCS 5/10-20.13, amended by P.A. 104-391, requiring districts to waive fees for textbooks and instructional materials when a student's parents/guardians are unable to afford them, and prohibiting any discrimination, punishment, or penalty of a student for an unpaid balance or because parents/guardians cannot pay fees or fines for lost school property, replacing in part 105 ILCS 5/28-19.2, repealed by P.A. 104-391; and 3. Continuous improvement.

4:190, Targeted School Violence Prevention Program

The Legal References are updated in response to 105 ILCS 5/22-110, renumbered by P.A. 104-391. The Cross References are updated due to the renaming of 7:150, Agency and Law Enforcement Requests

Personnel

5:10, Equal Employment Opportunity and Minority Recruitment

The policy and Legal References are updated in response to the Victims' Economic Security and Safety Act, 820 ILCS 180/33, added by P.A. 104171, eff. 1-1-26, prohibiting workplace discrimination and retaliation based on an employee's use of employer-issued equipment to record domestic violence, sexual violence, gender violence, or any other crime of violence committed against the employee or a family or household member of the employee.

5:90, Abused and Neglected Child Reporting

The policy and Cross References are updated in response to ANCRA, 325 ILCS 5/4.5, amended by P.A. 104-245, eff. 1-1-26, changing the term child pornography to child sexual abuse material, and to clarify the definition of electronic and information technology equipment from 325 ILCS 5/4.5(a). The Cross References are updated due to the renaming of 7:150, Agency and Law Enforcement Requests

5:100, Staff Development Program

The policy is updated in response to: 1. 105 ILCS 5/27-240, added by P.A. 104-391, replacing the citation to 105 ILCS 110/3.10, repealed by P.A. 104-391; and 2. 105 ILCS 5/27-115, renumbered by P.A. 104-391.

5:190, Teacher Qualifications

The Legal References are updated in response to 105 ILCS 5/21B-120, added by P.A. 104-111, eff. 1-1-26, establishing a short-term approval credential for teachers in accordance with rules developed by ISBE, and for continuous improvement.

5:200, Terms and Conditions of Employment and Dismissal

The policy is updated in response to NMWA, 820 ILCS 260/10, amended by P.A. 104-76, eff. 1-1-26, requiring that an employee be compensated during a break to express breast milk.

5:220, Substitute Teachers

The Legal References are updated in response to 105 ILCS 128/22, added by P.A. 104-198, eff. 1-1-26, requiring districts to provide all substitute personnel with: (1) training on school evacuation drills and law enforcement lockdown drills, and (2) support that includes, at a minimum, the information packet given to employees with district-approved materials outlining evacuation and lockdown procedures. Maps indicating all school exits must also be prominently displayed in every classroom.

5:280, Duties and Qualifications

The policy is updated for continuous improvement.

5:300, Schedules and Employment Year

The policy is updated for the reason stated in 5:200, Terms and Conditions of Employment and Dismissal, above.

Instruction

6:20, School Year Calendar and Day

The policy and Legal References are updated in response to: 1. 105 ILCS 5/24-2(c), amended by P.A. 104-391, making commemorative holidays optional to observe and moving the last Friday in April (Arbor and Bird Day), October 9 (Leif Erikson Day), and the day immediately after Thanksgiving (Native American Heritage Day) to commemorative holidays; 2. 105 ILCS 5/27-20, repealed by P.A. 104-391, removing American Indian Day. 3. 105 ILCS 5/27-1025, renumbered by P.A. 104-391; 4. 105 ILCS 5/27-20.2, repealed by P.A. 104-391, removing Just Say No Day; 5. 105 ILCS 5/27-510, added by P.A. 104-391, and replacing in part 105 ILCS 5/273, repealed by P.A. 104-391, continuing to require the Pledge of Allegiance to be recited every day in elementary and secondary schools; 6. 105 ILCS 5/10-19.05, amended by P.A. 104-250, eff. 1-1-26, adding to the activities allowed to be counted toward the calculation of clock hours of school work; 7. 105 ILCS 5/2-3.206, added by P.A. 104-115, requiring by July 1 each year, ISBE must prominently post on its website and distribute to each school district a nonexhaustive list of days and dates of cultural, religious, or other observances for, at a minimum, the school year that begins in the next calendar year; and 8. Continuous improvement.

6:40, Curriculum Development

The policy, Legal References and Cross References are updated for continuous improvement.

6:60, Curriculum Content

The policy and Legal References are updated in response to: 1. P.A. 104-391, renumbering, reorganizing, and repealing citations throughout 105 ILCS 5/27 (substantive changes detailed below); 2. 3. 4. 5. 105 ILCS 5/27-215, added by P.A. 104-391 and replacing, in part, the Comprehensive Health Education Program, 105 ILCS 110/3, repealed by P.A. 104-391; 105 ILCS 5/27-510, added by P.A. 104-391 and replacing in part 105 ILCS 5/273 and 5/27-3.10, both repealed by P.A. 104-391, requiring instruction on patriotism, principles of representative government, and elementary civics education to be provided as part of civics education for students in grades 6, 7, or 8, and requiring instruction on the method of voting at elections by means of the Australian ballot system be included in civics education in grades 6-8 (formerly grades were not specified for this topic and the method of counting votes for candidates is no longer a required topic); 105 ILCS 5/27-605, amended by P.A. 104-387, and renumbered by P.A. 104391, allowing students to choose one year of vocational career and technical education to meet high school graduation requirements; 105 ILCS 5/27-255, added by P.A. 104-391, requiring specific drug abuse prevention education in grades K-4, 5-12, and 6-12. This new section replaces, in part, 105 ILCS 5/27-13.2 and the Comprehensive Health Education Program, 105 ILCS 110/3, both repealed by P.A. 104-391; 6. 105 ILCS 5/27-405(b), added by P.A. 104-391, requiring age- and developmentally appropriate online safety instruction for grades 3-8 beginning in the 20272028 school year; 7. 105 ILCS 5/27-12, repealed by P.A. 104-391, eliminating the requirement that character education be taught; 8. 9. 105 ILCS 5/27-105, added by P.A. 104-391, replacing the provision on the dangers of abduction formerly at 105 ILCS 5/27-13.2, repealed by P.A. 104-391, and no longer specifying that such education be provided annually in grades K-8; 105 ILCS 5/27-250, added by P.A. 104-391, requiring students in grades 9-12 receive training on CPR and use of an AED (grades not previously specified for CPR training); 10. 105 ILCS 5/27-405, added by P.A. 104-391, requiring media literacy and Internet safety instruction in grades 9-12 beginning in the 2027-2028 school year (consolidating and amending media literacy and internet safety instruction under 105 ILCS 5/27-410 and 415, both renumbered by P.A. 104-391 and scheduled for repeal on 7-1-27); 11. 105 ILCS 5/27-3.5, repealed by P.A. 104-391, removing the requirement to show students a Congressional Medal of Honor film in grade 7 and high school history courses.

6:160, English Learners

The policy is updated for continuous improvement.

6:210, Instructional Materials

The policy is updated for continuous improvement.

6:260, Complaints About Curriculum, Instructional Materials, and Programs

The Legal References are updated for the reasons stated in 6:40, Curriculum Development, above.

6:300, Graduation Requirements

The policy and Legal References are updated in response to: 1. 105 ILCS 5/27-605, amended and renumbered by P.A. 104-391; 2. 105 ILCS 5/27-510, added by P.A. 104-391, requiring students to pass an exam on patriotism, principles of representative government, and proper use and display of the American flag, formerly addressed at 105 ILCS 5/27-3, repealed by P.A. 104-391; The Legal References are also updated in response to 105 ILCS 5/27-615, amended and renumbered by P.A. 104-391.

6:310, High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students

The policy and Legal References are updated in response to 105 ILCS 5/2-3.115, amended by P.A. 104-261, eff. 1-1-26, deleting the provision that required ISBE to encourage programs of academic credit for Tech Prep workbased learning for high school students. The Legal References are also updated in response to P.A. 104-391, renumbering multiple provisions in 105 ILCS 5/27.

6:320, High School Credit for Proficiency

The Legal References are updated in response to 105 ILCS 5/27605, amended by P.A. 104-387 and amended and renumbered by P.A. 104391, allowing students to choose one year of ~~vocational~~-career and technical education to meet a high school graduation requirement.

Students

7:10, Equal Educational Opportunities

The Legal References and Cross References are updated in response to 105 ILCS 5/22-105(c)(1-3), added by P.A. 104-288, eff. 1-1-26, codifying Plyler v. Doe, 457 U.S. 202 (1982), prohibiting districts from taking any action that would deny a child free public education based on the child's or their parent's/guardian's actual or perceived citizenship or immigration status, and requiring districts to establish a policy and procedures regarding agency and law enforcement requests, to ensure this right is preserved.

7:70, Attendance and Truancy

The policy and Legal References are updated in response to 105 ILCS 5/10-19.05(k), amended by P.A. 104-250, eff. 1-1-26, requiring an approval process for students to attend allowable activities by the beginning of the 20262027 school year. The policy is also updated in response to 105 ILCS 5/26-12, amended by P.A. 104-430, prohibiting school personnel from referring a truant, chronic truant, or truant minor to any other local public entity, school resource officer, or peace officer to issue a fine/fee as punishment.

7:150, Agency and Law Enforcement Requests

RENAMED AND REWRITTEN. This policy is renamed and rewritten in response to 105 ILCS 5/22-105, added by P.A. 104-288, eff. 1-1-26, requiring districts to establish a policy by 7-1-26 regarding agency and law enforcement requests at school, and for continuous improvement.

7:180, Prevention of and Response to Bullying, Intimidation, and Harassment

The policy and Legal References are updated in response to 105 ILCS 5/22-110, amended by P.A. 104-338, eff. 7-1-26, and renumbered by P.A. 104-391, expanding the bullying definition to prohibit posting or distributing sexually explicit images and, beginning in the 2026-2027 school year, expanding the cyberbullying definition to prohibit posting or distributing an unauthorized digital replica. The policy is also updated in response to 23 Ill. Admin.Code §1.295(c)(2), requiring updated bullying policies submitted to ISBE to contain the date of adoption.

7:190, Student Behavior

The policy is updated in response to 105 ILCS 5/10-27.1A(b), amended by P.A. 104-174, requiring parent/guardian notification when a student allegedly threatens firearm violence. The Cross References are updated due to the renaming of 7:150, Agency and Law Enforcement Requests.

7:290, Suicide and Depression Awareness and Prevention

The policy and Legal References are updated in response to: 1. 105 ILCS 5/27-215, added by P.A. 104-391, requiring education for students on mental health and illness; 2. 105 ILCS 5/27-215, added by P.A. 104-391, adding student protocols for administering youth suicide awareness and prevention education; 3. 105 ILCS 5/10-20.81, amended by P.A. 104-264, eff. 1-1-26, requiring districts to insert the same contact information for suicide prevention helplines required for student ID cards on employee ID cards for employees serving any of grades 6 through 12; and 4. Continuous improvement.

7:315, Restrictions on Publications; High Schools

The policy and Legal References are updated in response to 105 ILCS 5/27-415, renumbered by P.A. 104-391 and scheduled for repeal on 7-1-27, addressing the requirements for media literacy instruction through the 2026-2027 school year, and 105 ILCS 5/405(c), added by P.A. 104-391, addressing the requirements for media literacy instruction beginning with the 2027-2028 school year.

7:340, Student Records

The policy is updated for continuous improvement.

Community Relations

8:30, Visitors and Conduct on School Property

The policy is updated for continuous improvement. The Legal References are updated in response to 105 ILCS 5/22-110, renumbered by P.A. 104-391. The footnotes are also updated in response to the Criminal Code, 720 ILCS 5/119.3(d), amended by P.A. 104-245, eff. 1-1-26, revising the definition of sex offense as it relates to the broader definition of child sex offender.

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 their 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 and leadership training in: (1) education and labor law; (2) financial oversight and accountability; (3) fiduciary responsibilities; (4) trauma-informed practices for students and staff; and (5) improving student outcomes, within the first year of his or her first term.
2. Each Board member must complete training on the Open Meetings Act (OMA) 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 OMA 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. [PRESSPlus1](#)

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

Professional Development; Adverse Consequences of School Exclusion; Student Behavior

The Board President or Superintendent, or their designees, shall make reasonable efforts to provide ongoing professional development to Board members about the requirements of [105 ILCS 5/10-22.6](#) and [105 ILCS 5/10-20.14](#), adverse consequences of school exclusion and justice-system involvement, effective classroom management strategies, culturally responsive discipline, trauma-responsive learning environments, 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](#), Open Meetings Act.

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

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

Adopted: January 28, 2025

PRESSPlus Comments

PRESSPlus 1. Updated for continuous improvement. **Issue 120, October 2025**

Document Status: Draft Update

BOARD OF EDUCATION

2:150 Committees

The Board of Education may establish committees to assist with the Board's governance function and, in some situations, to comply with State law requirements. These committees are known as Board committees and report directly to the Board. Committee members may include both Board members and non-Board members depending on the committee's purpose. The Board President makes all Board committee appointments unless specifically stated otherwise. Board committee meetings shall comply with the Open Meetings Act. A Board committee may not take final action on behalf of the Board - it may only make recommendations to the Board.

Committees shall operate under the following guidelines:

1. The Board President shall appoint no more than three Board members to serve on a committee.
2. The committee's meeting dates, time, and place shall be established by the President and the committee members.
3. The Superintendent may attend all committee meetings.

Special Board Committees

A special committee may be created for specific purposes or to investigate special issues. A special committee is automatically dissolved after presenting its final report to the Board or at the Board's discretion. Citizen advisory committees may be used to interpret school needs to the community and to gather information from the community when:

- Reviewing curriculum, instruction and technology;
- Reviewing financial priorities;
- Reviewing building and property needs and uses;

Standing Board Committees

A standing committee is created for an indefinite term although its members will fluctuate. Standing committees are:

1. Program & Personnel (P&P);
2. Facilities & Finance (F&F);
3. Parent-Teacher Advisory Committee.

This committee assists in the development of student behavior policy and procedure, and provides information and recommendations to the Board. Its members are parents/guardians and teachers, and may include persons whose expertise or experience is needed. The committee reviews such issues as administering medication in the schools, reciprocal reporting between the School District and local law enforcement agencies regarding criminal and civil PRESSPlus1 offenses committed by students, student discipline, disruptive classroom behavior, school bus safety procedures, and the dissemination of student conduct information.

4. Behavioral Interventions Committee.

This committee develops and monitors procedures for using behavioral interventions in accordance with Board policy 7:230, *Misconduct by Students with Disabilities*, and provides information and recommendations to the Board. At the Board President's discretion, the Parent-Teacher Advisory Committee shall perform the duties assigned to the Behavioral Interventions Committee.

Nothing in this policy limits the authority of the Superintendent or designee to create and use committees that report to them or to other staff members.

LEGAL REF.:

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

[105 ILCS 5/10-20.14](#) and [5/14-8.05](#).

CROSS REF.: 2:110 (Qualifications, Term, and Duties of Board Officers), 2:200 (Types of Board of Education Meetings), 2:240 (Board Policy Development), 7:190 (Student Behavior), 7:230 (Misconduct by Students with Disabilities)

ADOPTED: January 30, 2024

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/10-20.14, amended by P.A. 104-430. **Issue 120, October 2025**

Document Status: Draft Update

BOARD OF EDUCATION

2:270 Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited

Discrimination and harassment on the basis of race, color, or national origin negatively affect a student's ability to learn and an employee's ability to work. Providing an educational and workplace environment free from such discrimination and harassment is an important District goal. The District does not discriminate on the basis of actual or perceived race, color, or national origin in any of its education programs or activities, and it complies with federal and State non-discrimination laws.

Examples of Prohibited Conduct

Examples of conduct that may constitute discrimination on the basis of race, color, or national origin include: disciplining students more harshly and frequently because of their race, color, or national origin; denying students access to high-rigor academic courses, extracurricular activities, or other educational opportunities based on their race, color, or national origin; denying language services or other educational opportunities to English learners; and assigning students special education services based on a student's race, color, or national origin.

Harassment is a form of prohibited discrimination. Examples of conduct that may constitute harassment on the basis of race, color, or national origin include: the use of racial, ethnic or ancestral slurs or stereotypes; taunts; name-calling; offensive or derogatory remarks about a person's actual or perceived race, color, or national origin; the display of racially-offensive symbols; racially-motivated physical threats and attacks; or other hateful conduct.

Making a Report or Complaint; Investigation Process

Individuals are encouraged to promptly report claims or incidents [see PRESSPlus1](#) of discrimination or harassment based on race, color, or national origin to the Nondiscrimination Coordinator, a Complaint Manager, or any employee with whom the student is comfortable speaking. Reports under this policy will be processed under Board policy 2:260, *Uniform Grievance Procedure*.

Any District employee who receives a report or complaint of discrimination or 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 discrimination or 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.

This policy does not impair or otherwise diminish the existing rights of unionized employees to request an exclusive bargaining representative to be present during any investigatory interviews, nor does this policy diminish any rights available under an applicable collective bargaining agreement, including, but not limited to, a grievance procedure.

Federal and State Agencies

If the District fails to take necessary corrective action to stop harassment based on race, color, or national origin, further relief may be available through the Ill. Dept. of Human Rights (IDHR) or the U.S. Dept. of Education's Office for Civil Rights. To contact IDHR, go to: <https://dhr.illinois.gov/about-us/contact-idhr.html> or call (312) 814-6200 (Chicago) or (217) 785-5100 (Springfield).

Prevention and Response Program

The Superintendent or designee shall establish a prevention and response program to respond to complaints of discrimination based on race, color, and national origin, including harassment, and retaliation. The program shall include procedures for responding to complaints which:

1. Reduce or remove, to the extent practicable, barriers to reporting discrimination, harassment, and retaliation;
2. Permit any person who reports or is the victim of an incident of alleged discrimination, harassment, or retaliation to be accompanied when making a report by a support individual of the person's choice who complies with the District's policies and rules;
3. Permit anonymous reporting, except that an anonymous report may not be the sole basis of any disciplinary action;
4. Offer remedial interventions or take such disciplinary action as may be appropriate on a case-by-case basis;
5. Offer, but do not require or unduly influence, a person who reports or is the victim of an incident of harassment or retaliation the option to resolve allegations directly with the accused; and
6. Protects a person who reports or is the victim of an incident of harassment or retaliation from suffering adverse consequences as a result of a report of, investigation of, or a response to the incident.

Policy Posting and Distribution

This policy shall be posted on the District's website. The Superintendent shall annually inform staff members of this policy by posting it in a prominent and accessible location such as the District website, employee handbook, staff intranet site, and/or in other areas where policies and rules of conduct are made available to staff. The Superintendent shall annually inform students and their parents/guardians of this policy by posting it on the District's website and including an age-appropriate summary of the policy in the student handbook(s).

Enforcement

Any District employee who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to remedial action and/or disciplinary action, up to and including discharge.

Any District student who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to remedial action and/or disciplinary action, including but not limited to, suspension and expulsion consistent with Board policy 7:190, *Student Behavior*.

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 person making a knowingly false accusation regarding prohibited conduct will likewise be subject to remedial and/or disciplinary action.

Retaliation Prohibited

Retaliation against any person for bringing complaints, participating in the complaint process, or otherwise providing information about discrimination or harassment based on race, color, or national origin is prohibited (see Board policy 2:260, *Uniform Grievance Procedure*).

Individuals should report allegations of retaliation to the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

LEGAL REF.:

[42 U.S.C. §2000d](#), Title VI of the Civil Rights Act of 1964; [34 C.F.R. Part 100](#).

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

105 ILCS 5/22-95 ~~(final citation pending)~~.

[775 ILCS 5/1-101](#) *et seq.*, Illinois Human Rights Act.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 7:10 (Equal Educational Opportunities), 7:12 (Racial Equity, Diversity, and Inclusion), 7:20 (Harassment of Students Prohibited), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:190 (Student Behavior), 7:240 (Conduct Code for Participants in Extracurricular Activities)

Adopted: June 24, 2024

PRESSPlus Comments

PRESSPlus 1. Updated for continuous improvement. **Issue 120, October 2025**

Document Status: Draft Update

OPERATIONAL SERVICES

4:10 Fiscal and Business Management

The Superintendent or designee is responsible for the School District's fiscal and business management. This responsibility includes annually preparing and presenting the District's statement of affairs to the Board of Education and publishing it by ~~before~~ [PRESSPlus1](#) December 1 as required by State law.

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

Budget Planning

The District's fiscal year is from July 1 until June 30. The Superintendent or designee shall present to the Board, no later than the first regular meeting in August, a tentative budget with appropriate explanation. This budget shall represent the culmination of an ongoing process of planning for the fiscal support needed for the District's educational program. The District's budget shall be entered upon the Ill. State Board of Education's (ISBE) [School District Budget Form](#). To the extent possible, the tentative budget shall be balanced as defined by ISBE guidelines. The Superintendent or designee shall complete a tentative deficit reduction plan if one is required by ISBE guidelines.

Preliminary Adoption Procedures

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

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

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

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

Final Adoption Procedures

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

the District's budget within three years according to ISBE requirements.

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

The Superintendent or designee shall perform each of the following:

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

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

Budget Amendments

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

Implementation

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

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

LEGAL REF.:

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

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

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

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

Adopted: May 20, 2024

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/10-17, amended by P.A. 104-261, eff. 1-1-26. No later than December 1 each year, a school board must make its statement of affairs available to the public by posting it on the district's website and publishing it in a newspaper of general circulation. See sample exhibit 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. **Issue 120, October 2025**

Document Status: Draft Update

OPERATIONAL SERVICES

4:30 Revenue and Investments

Revenue

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

Investments

The Chief Business Official shall serve as the district's Chief Investment Officer. The Chief Investment Officer shall invest money that is not required for current operations, in accordance with this policy and State law.

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

Investment Objectives

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

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

Authorized Investments

The Chief Investment Officer may invest any District funds in any investment as authorized in [30 ILCS 235/2](#) and Acts amendatory thereto.

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

Selection of Depositories, Investment Managers, Dealers, and Brokers

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

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

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

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

1. For financial institutions subject to the federal Community Reinvestment Act of 1977 (CRA), the current and historical ratings that the financial institution has received, to the extent that those ratings are publicly available, under the CRA;
2. For financial institutions subject to the Ill. Community Reinvestment Act (ICRA), the current and historical ratings that the financial institution has received, to the extent that those ratings are publicly available, under the ICRA.[PRESSPlus1](#)
3. Any changes in ownership, management, policies, or practices of the financial institution that may affect the level of the financial institution's commitment to its community;
4. The financial impact that the withdrawal or denial of District deposits might have on the financial institution;
5. The financial impact to the District as a result of withdrawing public funds or refusing to deposit additional public funds in the financial institution; and
6. Any additional burden on the District's resources that might result from ceasing to maintain deposits of public funds at the financial institution under consideration.

The District may not deposit public funds in a financial institution subject to the CRA unless the institution has a current rating of satisfactory or outstanding under the CRA. The District may not deposit public funds in a financial institution subject to the ICRA unless either: (1) the institution has a current rating of satisfactory under the ICRA at the time of deposit; or (2) the Ill. Dept. of Financial and Professional Regulation has not yet completed its initial examination of the institution under the ICRA. The District may not withdraw public funds from a financial institution prior to the date of maturity solely on the basis of a less than satisfactory rating under the ICRA.

Collateral Requirements

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

Safekeeping and Custody Arrangements

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

Controls and Report

The Chief Investment Officer shall establish a system of internal controls and written operational procedures to prevent losses arising from fraud, employee error, misrepresentation by third parties, or imprudent employee action.

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

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

Ethics and Conflicts of Interest

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

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

LEGAL REF.:

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

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

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

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

Adopted: January 28, 2025

PRESSPlus Comments

PRESSPlus 1. Updated in response to the Public Funds Investment Act, 30 ILCS 235/8, amended by P.A. 104-92, eff. 1-1-26. **Issue 120, October 2025**

Document Status: Draft Update

OPERATIONAL SERVICES

4:80 Accounting and Audits

The School District's accounting and audit services shall comply with the *Requirements for Accounting, Budgeting, Financial Reporting, and Auditing*, as adopted by the Ill. State Board of Education (ISBE), State and federal laws and regulations, and generally accepted accounting principles. Determination of liabilities and assets, prioritization of expenditures of governmental funds, and provisions for accounting disclosures shall be made in accordance with government accounting standards as directed by the auditor designated by the Board. The Superintendent or designee, in addition to other assigned financial responsibilities, shall report monthly on the District's financial performance, both income and expense, in relation to the financial plan represented in the budget.

Annual Audit

At the close of each fiscal year, the Superintendent or designee shall arrange an audit of the District funds, accounts, statements, and other financial matters. The audit shall be performed by an independent certified public accountant designated by the Board and be conducted in conformance with prescribed standards and legal requirements. A complete and detailed written audit report shall be provided to each Board member and to the Superintendent. The Superintendent or designee shall annually, on or before October 15, submit ~~an original and~~ one copy of the audit to the Regional Superintendent of Schools. The Superintendent shall also ensure the District's auditing firm files the District's audit with ISBE annually on or before October 15. [PRESSPlus1](#)

Annual Financial Report

The Superintendent or designee shall annually prepare and submit the [Annual Financial Report \(AFR\)](#) on a timely basis using the form adopted by ~~the~~ ISBE. The Superintendent shall review and discuss the ~~Annual Financial Report~~ [AFR](#) with the Board before it is submitted; and submit one copy of the AFR to the Regional Superintendent of Schools annually on or before October 15. The Superintendent shall also ensure the District's auditing firm files the District's AFR with ISBE annually on or before October 15. [PRESSPlus2](#)

Inventories

The Superintendent or designee is responsible for establishing and maintaining accurate inventory records. The inventory record of supplies and equipment shall include a description of each item, quantity, location, purchase date, and cost or estimated replacement cost, unless the supplies and equipment are acquired by the District pursuant to a federal or State grant award, in which case the inventory record shall also include the information required by [2 C.F.R. §200.313](#), if applicable. The Superintendent shall establish procedures for the management of property acquired by the District under grant awards that comply with federal and State law.

Capitalization Threshold

To be considered a capital asset for financial reporting purposes, a capital item must be at or above a capitalization threshold of \$10,000 and have an estimated useful life greater than one year.

Disposition of District Property

The Superintendent or designee shall notify the Board, as necessary, of the following so that the Board may consider its disposition: (1) District personal property (property other than buildings and land) that is no longer needed for school purposes, and (2) school site, building, or other real estate that is unnecessary, unsuitable, or inconvenient. Notwithstanding the above, the Superintendent or designee may unilaterally dispose of personal property of a diminutive value. The Superintendent or designee shall establish procedures for the disposition and, when permitted by the terms and conditions of the award, the retention of property acquired by the District under grant awards that comply with federal and State law.

Controls for Revolving Funds and Petty Cash

Revolving funds and the petty cash system are established in Board policy 4:50, *Payment Procedures*. The Superintendent or designee shall: (1) designate a custodian for each revolving fund and petty cash fund, (2) obtain a bond for each fund custodian, and (3) maintain the funds in compliance with this policy, State law, and ISBE rules. A check for the petty cash fund may be drawn payable to the designated petty cash custodian. Each revolving fund shall be maintained in a bank that has been approved by the Board and established in an amount approved by the Superintendent consistent with the annual budget. All expenditures from these bank accounts must be directly related to the purpose for which the account was established and supported with documentation, including signed invoices or receipts. All deposits into these bank accounts must be accompanied with a clear description of their intended purpose. The Superintendent or designee shall include checks written to reimburse revolving funds on the Board's monthly listing of bills indicating the recipient and including an explanation.

Control Requirements for Checks

The Board must approve all bank accounts opened or established in the District's or a District school's name or with the District's Federal Employer Identification Number. All checks issued by the School District must be signed by either the Treasurer or Board President, except that checks from accounts containing student activity funds or fiduciary funds and checks from revolving accounts may be signed by their respective account custodians.

Internal Controls

The Superintendent or designee is primarily responsible for establishing and implementing a system of internal controls for safeguarding the District's financial condition; the Board, however, will oversee these safeguards. The control objectives are to ensure efficient business and financial practices, reliable financial reporting, and compliance with State law and Board policies, and to prevent losses from fraud, waste, and abuse, as well as employee error, misrepresentation by third parties, or other imprudent employee action.

The Superintendent or designee shall annually audit the District's financial and business operations for compliance with established internal controls and provide the results to the Board. The Board may from time-to-time engage a third-party to audit internal controls in addition to the annual audit.

LEGAL REF.:

[2 C.F.R. §200](#) *et seq.*

30 ILCS 708/, Grant Accountability and Transparency Act, ~~implemented by~~ 44 Ill.Admin.Code 7000 [et seq.](#)

[105 ILCS 5/2-3.27](#), [5/2-3.28](#), [5/3-7](#), [5/3-15.1](#), [5/5-22](#), [5/10-21.4](#), [5/10-20.19](#), [5/10-22.8](#), and [5/17-1](#) *et seq.*

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

CROSS REF.: 4:10 (Fiscal and Business Management), 4:50 (Payment Procedures), 4:55 (Use of Credit and Procurement Cards), 4:90 (Student Activity and Fiduciary Funds)

Adopted: July 28, 2025

PRESSPlus Comments

PRESSPlus 1. Optional. Inclusion of this sentence supports the auditor's compliance with its filing requirement under 105 ILCS 5/3-7, amended by P.A. 104-261, eff. 1-1-26. **Issue 120, October 2025**

PRESSPlus 2. Optional. Inclusion of this sentence supports the auditor's compliance with its filing requirement under 105 ILCS 5/3-7, amended by P.A. 104-261, eff. 1-1-26. **Issue 120, October 2025**

Document Status: Draft Update

OPERATIONAL SERVICES

4:140 Waiver of Student Fees

The Superintendent or designee will recommend to the Board of Education a schedule of fees, if any, to be charged students for the use of textbooks, consumable materials, extracurricular activities, and other school student fees. Students must also pay fines for the loss of or damage to school books or other school-owned materials.

Fees for textbooks, other instructional materials, and driver education, as well as fines for the loss or damage of school property are waived for students who meet the eligibility criteria for a waiver as described in this policy. In order that no student is denied educational services or academic credit due to the inability of parents/guardians to pay student fees and fines, the Superintendent or designee will recommend to the Board which additional fees and fines, if any, the District will waive for students who meet the eligibility criteria for a waiver.

Notification

The Superintendent or designee shall ensure that a notice of waiver applicability is provided to parents/guardians with every bill for fees and/or fines, and that applications for waivers are widely available and distributed according to State law and Ill. State Board of Education (ISBE) rule and that provisions for assisting parents/guardians in completing the application are available.

Eligibility Criteria

A student shall be eligible for a fee and fine waiver when:

1. The student currently lives in a household that meets the same income guidelines, with the same limits based on household size, that are used for the federal free meals program;
2. The student's parents/guardians are veterans or active-duty military personnel with income at or below 200% of the federal poverty line; or
3. The student is homeless, as defined in the McKinney-Vento Homeless Assistance Act ([42 U.S.C. §11434a](#)).

The Superintendent or designee will give additional consideration when one or more of the following factors are present:

- Illness in the family;
- Unusual expenses such as fire, flood, storm damage, etc.;
- Unemployment;
- Emergency situations;
- When one or more of the parents/guardians are involved in a work stoppage.

Verification

The Superintendent or designee shall establish a process for determining a student's eligibility for a

waiver of fees and fines in accordance with State law requirements.

If a student receiving a waiver is found to be no longer eligible during the school year, the Superintendent or designee shall notify the student's parent/guardian and charge the student a prorated amount based upon the number of school days remaining in the school year.

Determination and Appeal

Within 30 calendar days after the receipt of a waiver request, the Superintendent or designee shall mail a notice to the parent/guardian whenever a waiver request is denied. The denial notice shall include: (1) the reason for the denial, (2) the process and timelines for making an appeal, and (3) a statement that the parent/guardian may reapply for a waiver any time during the school year if circumstances change. If the denial is appealed, the District shall follow the procedures for the resolution of appeals as provided in the ISBE rule on waiver of fees.

LEGAL REF.:

[42 U.S.C. §11434a](#), McKinney-Vento Homeless Assistance Act.

105 ILCS 5/10-20.13, 5/10-22.25, and 5/27-~~24.2815~~, and 5/28-~~19.2~~. [PRESSPlus1](#)

[23 Ill.Admin.Code §1.245](#) [may contain unenforceable provisions].

CROSS REF.: 4:130 (Free and Reduced-Price Food Services)

~~ADOPTED: January 30, 2024~~

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated in response to P.A. 104-391. **Issue 120, October 2025**

Document Status: Draft Update

OPERATIONAL SERVICES

4:190 Targeted School Violence Prevention Program

Threats and acts of targeted school violence harm the District's environment and school community, diminishing students' ability to learn and a school's ability to educate. Providing students and staff with access to a safe and secure District environment is an important Board goal. While it is not possible for the District to completely eliminate threats in its environment, a Targeted School Violence Prevention Program (Program) using the collective efforts of local school officials, staff, students, families, and the community helps the District reduce these risks to its environment.

The Superintendent or designee shall develop and implement the Program. The Program oversees the maintenance of a District environment that is conducive to learning and working by identifying, assessing, classifying, responding to, and managing threats and acts of targeted school violence. The Program shall be part of the District's Comprehensive Safety and Security Plan, required by Board policy 4:170, *Safety*, and shall:

1. Establish a District-level School Violence Prevention Team to: (a) develop a District-level Targeted School Violence Prevention Plan, and (b) oversee the District's Building-level Threat Assessment Team(s).
2. Establish Building-level Threat Assessment Team(s) to assess and intervene with individuals whose behavior may pose a threat to safety. This team may serve one or more schools.
3. Require all District staff, volunteers, and contractors to report any expressed threats or behaviors that may represent a threat to the community, school, or self.
4. Encourage parents/guardians and students to report any expressed threats or behaviors that may represent a threat to the community, school, or self.
5. Comply with State and federal law and align with Board policies.

The Local Governmental and Governmental Employees Tort Immunity Act protects the District from liability. The Program does not: (1) replace the care of a physician licensed to practice medicine in all of its branches or a licensed medical practitioner or professional trained in violence prevention, assessments and counseling services, (2) extend beyond available resources within the District, (3) extend beyond the school day and/or school-sponsored events, or (4) guarantee or ensure the safety of students, District staff, or visitors.

LEGAL REF.:

105 ILCS 5/10-20.14, 5/10-21.7, 5/10-27.1A, 5/10-27.1B, 5/24-24, and 5/22-1107-23.7. [PRESSPlus1](#)

[105 ILCS 128/](#), School Safety Drill Act.

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

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

CROSS REF.: 2:240 (Board Policy Development), 4:170 (Safety), 5:90 (Abused and Neglected Child

Reporting), 5:100 (Staff Development Program), 5:230 (Maintaining Student Discipline), 6:65 (Student Social and Emotional Development), 6:270 (Guidance and Counseling Program), 7:140 (Search and Seizure), 7:150 (Agency and Law Enforcement Requests~~Police Interviews~~), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Behavior), 7:250 (Student Support Services), 7:290 (Suicide and Depression Awareness and Prevention), 7:340 (Student Records), 8:30 (Visitors to and Conduct on School Property), 8:100 (Relations with Other Organizations and Agencies)

Adopted: June 24, 2024

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated in response to P.A. 104-391. **Issue 120, October 2025**

Document Status: Draft Update

General Personnel

5:10 Equal Employment Opportunity and Minority Recruitment

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; use of lawful products while not at work; being a victim of domestic violence, sexual violence, gender violence, or any other crime of violence or use of District-issued equipment to record such types of violence, [PRESSPlus1](#) 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; reproductive health decisions; credit history, unless a satisfactory credit history is an established bona fide occupational requirement of a particular position; conviction record, unless authorized by law; family responsibilities; or other legally protected categories. No one will be penalized solely for their 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 under Board policy 2:260, *Uniform Grievance Procedure*, or in the case of denial of equal employment opportunities on the basis of race, color, or national origin, Board policy 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*. These individuals are listed below. No employee or applicant will be discriminated or retaliated against because they: (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 under Board policy 2:260, *Uniform Grievance Procedure*.

The Superintendent shall appoint a Title IX Coordinator to coordinate the District's efforts to comply with Title IX.

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

Nondiscrimination Coordinator

Briant Kelly, Associate Superintendent

Title IX Coordinator

Briant Kelly, Associate Superintendent

CHSD 128, 50 Lakeview Parkway, Suite 101,
Vernon Hills, IL 60061
briant.kelly@d128.org
847-247-4520

Complaint Manager

Meagan Silverberg, Assistant Principal
Libertyville High School, 708 W. Park Avenue,
Libertyville, IL 60048
meagan.silverberg@d128.org
847-327-7000

Complaint Manager

Madeline Hall, Team Leader
Vernon Hills High School, 145 Lakeview Parkway,
Vernon Hills, IL 60061
madeline.hall@d128.org
847-932-2001

CHSD 128, 50 Lakeview Parkway, Suite 101,
Vernon Hills, IL 60061
briant.kelly@d128.org
847-247-4520

Complaint Manager

Jason Schroeder, Team Leader
Libertyville High School, 708 W. Park Avenue,
Libertyville, IL 60048
jason.schroeder@d128.org
847-327-7000

Complaint Manager

Greg Stilling, Assistant Principal
Vernon Hills High School, 145 Lakeview Parkway,
Vernon Hills, IL 60061
greg.stilling@d128.org
847-932-2001

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. §218d](#), Fair Labor Standards 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. §2000d](#) *et seq.*, Title VI of the Civil Rights Act of 1964; [34 C.F.R. Part 100](#).

[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. §2000gg](#) *et seq.*, Pregnant Workers Fairness Act; [29 C.F.R. Part 1636](#).

[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 [and 180/33](#), 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 Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 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), 7:12 (Racial Equity, Diversity, and Inclusion), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 8:70 (Accommodating Individuals with Disabilities)

Adopted: July 28, 2025

PRESSPlus Comments

PRESSPlus 1. Updated in response to the Victims' Economic Security and Safety Act (VESSA), 820 ILCS 180/33, added by P.A. 104-171, eff. 1-1-26. **Issue 120, October 2025**

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 or, for a student aged 18 through 22, an abused or neglected individual with a disability, shall 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). 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 their 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 they, 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 sexual abuse material ~~pornography~~ PRESSPlus1 on electronic and information technology equipment, as defined in 325 ILCS 5/4.5(a), 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 www.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 (including *sexual misconduct* as defined in *Faith's Law*), and boundary violations as required by law and policy 5:100, *Staff Development Program*.

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 Board 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.

When the Superintendent has reasonable cause to believe that a license holder (1) committed an intentional act of abuse or neglect with the result of making a child an abused child or a neglected child under AN CRA or an act of *sexual misconduct* under *Faith's Law*, and (2) that act resulted in the license holder's dismissal or resignation from the District, the Superintendent 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. 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.

The Superintendent shall develop procedures for notifying a student's parents/guardians when a District employee, contractor, or agent is alleged to have engaged in *sexual misconduct* with the student as defined in *Faith's Law*. The Superintendent shall also develop procedures for notifying the student's parents/guardians when the Board takes action relating to the employment of the employee, contractor, or agent following the investigation of *sexual misconduct*. Notification shall not occur when the employee, contractor, or agent alleged to have engaged in *sexual misconduct* is the student's parent/guardian, and/or when the student is at least 18 years of age or emancipated.

The Superintendent shall execute the recordkeeping requirements of *Faith's Law*.

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 AN CRA, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with AN CRA'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 Board policy 2:20, *Powers and Duties of the Board of Education; Indemnification*.

LEGAL REF.:

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

[105 ILCS 5/10-21.9](#), [5/10-23.13](#), [5/21B-85](#), [5/22-85.5](#), and [5/22-85.10](#).

[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), 4:60 (Purchases and Contracts), 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; Code of Professional Conduct; and Conflict of Interest), 5:150 (Personnel Records), 5:200 (Terms and Conditions of Employment and Dismissal), 5:290 (Employment Termination 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 [Law Enforcement Requests](#) ~~Police Interviews~~)

Adopted: January 28, 2025

PRESSPlus Comments

PRESSPlus 1. Updated in response to 325 ILCS 5/4.5, amended by P.A. 104-245, eff. 1-1-26. **Issue 120, October 2025**

Document Status: Draft Update

General Personnel

5:100 Staff Development Program

The Superintendent or designee shall implement a staff development program. The goal of the 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 any School Improvement Plans so that student learning objectives meet or exceed goals established by the District and State.

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

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

1. 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.
2. By January 31 of every year, all school personnel must complete evidence-informed training on preventing, reporting, and responding to child sexual abuse, grooming behaviors (including *sexual misconduct* as defined in *Faith's Law*), and boundary violations.

In-Service Training Requirements

The staff development program shall provide, at a minimum, within six months of employment and renewed at least once every five years thereafter (unless required more frequently by other State or federal law), the in-service training of all District staff who work with pupils on:

1. Identifying warning signs of mental illness, trauma, and suicidal behavior in youth, along with appropriate intervention and referral techniques, including resources and guidelines as outlined in [105 ILCS 5/2-3.166](#) (*Ann Marie's Law*) and the definitions of *trauma*, *trauma-responsive learning environments*, and *whole child* as set forth in [105 ILCS 5/3-11](#).
2. Domestic and sexual violence and the needs of expectant and parenting youth, conducted by persons with expertise in domestic and sexual violence and the needs of expectant and parenting youth. Training shall include, but is not limited to:
 - a. Procedures for responding to incidents of teen dating violence that take place at school, on school grounds, at school-sponsored activities, or in vehicles used for school-provided transportation as outlined in 105 ILCS ~~110/3.105/27-240~~ [PRESSPlus1](#) (see Board policy 7:185, *Teen Dating Violence Prohibited*).
3. Educator ethics and responding to child sexual abuse and grooming behavior (see Board policy 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*); including but not limited to training on:
 - a. Teacher-student conduct;
 - b. School employee-student conduct; and

- c. Evidence-informed training on preventing, recognizing, reporting, and responding to child sexual abuse and grooming as outlined in [105 ILCS 5/10-23.13](#) (*Erin's Law*).

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*.

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](#), [5/2-3.166](#), [5/3-11](#), [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\(h\)](#), [5/22-95](#), [5/22-115](#), [5/24-5](#), and [5/26A](#).

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

[105 ILCS 145/25](#), Care of Students with Diabetes 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](#) and [5/5A-103](#), 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 Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 3:40 (Superintendent), 3:50 (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; Code of Professional 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), 7:250 (Student Support Services), 7:255 (Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence), 7:270 (Administering Medicines to Students), 7:285 (Anaphylaxis Prevention, Response, and Management Program), 7:290 (Suicide and Depression Awareness and Prevention), 7:305 (Student Athlete Concussions and Head Injuries)

Adopted: July 28, 2025

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/27-240, added by P.A. 104-391, replacing the citation to 105 ILCS 110/3.10, repealed by P.A. 104-391. **Issue 120, October 2025**

Document Status: Draft Update

Professional Personnel

5:190 Teacher Qualifications

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

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

The Superintendent or designee shall:

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

LEGAL REF.:

[20 U.S.C. §6312\(e\)\(1\)\(A\)](#).

[105 ILCS 5/10-20.15](#), [5/21B-15](#), [5/21B-20](#), [5/21B-25](#), [5/21B-120](#), [PRESSPlus1](#) and [5/24-23](#).

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

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

Adopted: May 20, 2024

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated in response P.A. 104-111, eff. 1-1-26, establishing a short-term approval credential for teachers in accordance with rules developed by ISBE. **Issue 120, October 2025**

Document Status: Draft Update

Professional Personnel

5:200 Terms and Conditions of Employment and Dismissal

Duty-Free Lunch, Work Year, Salary, Assignments and Transfers, Dismissal, Evaluation

Please refer to the applicable [collective bargaining agreement\(s\)](#).

Nursing Mothers

The District accommodates employees who are nursing mothers and compensates them for reasonable time needed to express breastmilk according to provisions in State and federal law. [PRESSPlus1](#)

LEGAL REF.:

[29 U.S.C. §218\(d\)](#), [Pub. L. 117-328](#), Pump for Nursing Mothers Act.

[42 U.S.C. §2000gg](#) *et seq.*, [Pub. L. 117-328](#), Pregnant Workers Fairness Act.

[105 ILCS 5/10-19](#), [5/10-19.05](#), [5/10-20.65](#), [5/14-1.09a](#), [5/22-96](#), [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.

[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.: 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:290 (Employment Termination and Suspensions), 6:20 (School Year Calendar and Day)

Adopted: August 26, 2024

PRESSPlus Comments

PRESSPlus 1. 29 U.S.C. §218(d), added by Pub.L. 117-328; 42 U.S.C. §2000gg, added by Pub.L. 117-328; 740 ILCS 137/; 820 ILCS 260/, as amended by P.A. 104-76, eff. 1-1-26. Consult the board attorney to ensure the district is properly accommodating and compensating nursing mothers. See sample administrative procedure 5:10-AP, *Workplace Accommodations for Nursing Mothers*, available at PRESS Online by logging in at www.iasb.com. **Issue 120, October 2025**

Document Status: Draft Update

Professional Personnel

5:220 Substitute Teachers

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

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

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

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

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

Please also refer to the applicable collective bargaining agreement(s).

Short-Term Substitute Teachers

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

Internal Substitution

Please also refer to the applicable [collective bargaining agreement\(s\)](#).

Emergency Situations

A substitute teacher may teach when no licensed teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent shall notify the appropriate Regional Office of Education (ROE) within five business days after the employment of a substitute teacher in an emergency situation. The Board may continue

to employ the same substitute teacher in a vacant position for 90 calendar days or until the end of the semester, whichever is greater, if, prior to the end of the then current 30-calendar-day period, the District makes a written request to the ROE for a 30-calendar-day extension and the extension is granted by the ROE.

LEGAL REF.:

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

[105 ILCS 128/22, School Safety Drill Act.](#) [PRESSPlus1](#)

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

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

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

Adopted: May 20, 2024

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated in response to P.A. 104-198, eff. 1-1-26, requiring districts to provide all substitute personnel with: (1) training on school evacuation drills and law enforcement lockdown drills, and (2) support that includes, at a minimum, the information packet given to employees with district-approved materials outlining evacuation and lockdown procedures. Maps indicating all school exits must also be prominently displayed in every classroom. **Issue 120, October 2025**

Document Status: Draft Update

Educational Support Personnel

5:280 Duties and Qualifications

All support staff: (1) must meet qualifications specified in job descriptions, (2) must be able to perform the essential tasks listed and/or assigned, and (3) are subject to Board of Education policies as they may be changed from time to time at the Board's sole discretion.

Paraprofessionals

Paraprofessionals provide supervised instructional support. Service as a paraprofessional requires an educator license with stipulations endorsed for a paraprofessional educator unless a specific exemption is authorized by the Ill. State Board of Education (ISBE).

Individuals with only non-instructional duties (e.g., providing technical support for computers, providing personal care services, or performing clerical duties) are not paraprofessionals, and the requirements in this section do not apply. In addition, individuals completing their clinical experiences and/or student teaching do not need to comply with this section, provided their service otherwise complies with ISBE rules.

Nonlicensed Personnel Working with Students and Performing Non-Instructional Duties

Nonlicensed personnel performing non-instructional duties may be used:

1. For supervising study halls, long-distance teaching reception areas used incident to instructional programs transmitted by electronic media (e.g., computers, video, and audio), detention and discipline areas, and school-sponsored extracurricular activities;
2. As supervisors, chaperones, or sponsors for non-academic school activities or for school activities connected to the academic program during any time in which the Governor has declared a disaster due to a public health emergency, in accordance with ISBE rule; or
3. For non-teaching duties not requiring instructional judgment or student evaluation.

Nothing in this policy prevents a nonlicensed person from serving as a guest lecturer or resource person under a ~~certificated~~ licensed [PRESSPlus1](#) teacher's direction and with the administration's approval.

Coaches and Athletic Trainers

Athletic coaches and trainers shall have the qualifications required by any association in which the School District maintains a membership. Regardless of whether the athletic activity is governed by an association, the Superintendent or designee shall ensure that each athletic coach: (1) is knowledgeable regarding coaching principles, (2) has first aid training, and (3) is a trained Automated External Defibrillator user according to rules adopted by the Illinois Department of Public Health. Anyone performing athletic training services shall be licensed under the Illinois Athletic Trainers Practice Act, be an athletic trainer aide performing care activities under the on-site supervision of a licensed athletic trainer, or otherwise be qualified to perform athletic trainer activities under State law.

LEGAL REF.:

[34 C.F.R. §200.58.](#)

[105 ILCS 5/10-22.34](#), [5/10-22.34a](#), and [5/10-22.34b](#).

[625 ILCS 5/6-104](#) and [5/6-106.1](#), Ill. Vehicle Code.

[23 Ill.Admin.Code §§1.280](#), [1.630](#), and [25.510](#).

CROSS REF.: 4:110 (Transportation), 4:170 (Safety), 5:30 (Hiring Process and Criteria), 5:35 (Compliance with the Fair Labor Standards Act), 5:285 (Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers), 6:250 (Community Resource Persons and Volunteers)

~~ADOPTED: January 30, 2024~~

PRESSPlus Comments

PRESSPlus 1. Updated for continuous improvement. **Issue 120, October 2025**

Document Status: Draft Update

Educational Support Personnel

5:300 Schedules and Employment Year

School Year Employees

School year employees work during the school calendar year. Hall Monitors, Cafeteria Monitors and Security Personnel work student attendance days. Teacher aides and technical support workers work teacher attendance days.

Ten Month Employees

Ten-month employees work the school calendar plus 10 days. The schedule for the additional days will be developed by the supervisor and subject to the District's needs. Office employees work a 40- hour week, with the individual time schedule developed by the Building Principal. During the school year, there may occur certain modifications of the school secretaries' work schedule, subject to building needs as determined by the Building Principal.

Twelve Month Employees

Twelve-month employees work daily, 40 hours a week, (Monday through Friday) except holidays and earned vacation time.

Custodians and maintenance personnel work a 40-hour week, with the individual time schedule developed by the supervisor and subject to individual building needs. Custodians assume the additional responsibility for building checks as outlined in their job description.

Administrative office personnel work a 40-hour week with the individual time schedule developed by the supervisor and subject to the District's needs.

Work Schedules

The above mentioned employment year categories may include part-time and/or full-time employees. Part-time employees work as needed when determined by the immediate supervisor.

Emergency Closing and/or Snow Days

The only educational support personnel employees who will not be working on emergency closing and/or snow days are: teacher aides, monitors, security and cafeteria staff. All other educational support personnel are required to work their regular work hours unless determined by the Superintendent or designee.

Meal Breaks

Employees who work at least 7.5 continuous hours shall receive no less than a 30-minute duty-free meal break, which begins within the first 5 hours of the employee's workday. The District accommodates employees who are nursing mothers and compensates them for reasonable time needed to express breast milk [PRESSPlus1](#) according to State and federal law provisions in the

~~Nursing Mothers in the Workplace Act, P.A. 92-0068.~~

Employees shall receive 1, 15 minute break in the morning, and 1, 15 minute break in the afternoon. Breaks should be scheduled in mid-morning and mid-afternoon on a staggered basis by area and may not be used to leave early or for an extended lunch period.

LEGAL REF.:

[29 U.S.C. §§207](#) and [218d](#), Fair Labor Standards Act.

[105 ILCS 5/10-20.14a](#), [5/10-22.34](#), and [5/10-23.5](#).

[740 ILCS 137/](#), Right to Breastfeed Act.

[820 ILCS 105/](#), Minimum Wage Law.

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

CROSS REF.: 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:35 (Compliance with the Fair Labor Standards Act)

Adopted: June 24, 2024

PRESSPlus Comments

PRESSPlus 1. Updated in response to the Nursing Mothers in Workplace Act, 820 ILCS 260/10, amended by P.A. 104-76, eff. 1-1-26. **Issue 120, October 2025**

Document Status: Draft Update

INSTRUCTION

6:20 School Year Calendar and Day

Please refer to the applicable [collective bargaining agreement\(s\)](#).

School Calendar

The Board of Education, upon the Superintendent's recommendation and subject to State regulations, 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. The school calendar shall have a minimum of 185 days to ensure 176 days of actual student attendance.

Commemorative Holidays

The teachers and students ~~shall~~ [may](#) [PRESSPlus1](#) 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, [5/10-20.46](#), 5/10-20.56, ~~5/10-20.46~~, 5/10-30, 5/18-12, 5/18-12.5, 5/24-2, 5/27-~~510~~³, ~~5/27-18~~, ~~5/27-19~~, ~~5/27-20~~ and 5/27-~~1025~~^{20.1}, and ~~5/27-20.2~~.

[10 ILCS 5/11-4.1](#), Election Code.

[5 ILCS 490/](#), State Commemorative Dates Act.

[23 Ill.Admin.Code §1.420\(f\)](#).

Metz 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 Board of Education; 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: January 30, 2024~~

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/24-2(c), amended by P.A. 104-391, making commemorative holidays optional to observe and moving the last Friday in April (Arbor and Bird Day), October 9 (Leif Erikson Day), and the day immediately after Thanksgiving (Native American Heritage Day) to commemorative holidays. In addition, 105 ILCS 5/27-20 and 105 ILCS 5/27-20.2, both repealed by P.A. 104-391, removed American Indian Day and Just Say No Day, respectively, from the list of commemorative holidays. **Issue 120, October 2025**

Document Status: Draft Update

INSTRUCTION

6:40 Curriculum Development

Adoption

The Superintendent shall recommend a comprehensive curriculum that is aligned with:

1. The District's educational philosophy and goals,
2. Student needs as identified by research, demographics, and student achievement and other data,
3. The knowledge, skills, and abilities required for students to become life-long learners,
4. The minimum requirements of State and federal law and regulations for curriculum and graduation requirements,
5. The curriculum of non-District schools that feed into or from a District school, provided that the necessary cooperation and information is available,
6. The Illinois State Learning Standards and any District learning standards, and
7. Any required State or federal student testing.

The Board of Education will adopt, upon recommendation of the Superintendent, a curriculum that meets the above criteria.

Experimental Educational Programs and Pilot Projects

The Superintendent may recommend experimental educational programs and/or pilot projects for Board consideration. Proposals must include goals, material needs, anticipated expenses, and an evaluation process. The Superintendent shall submit to the Board periodic progress reports for programs that exceed one year in duration and a final evaluation with recommendation upon the program's completion.

Single-Gender Classes and Activities

The Superintendent may recommend a program of nonvocational single-gender classes and/or activities to provide diverse educational opportunities and/or meet students' identified educational needs. Participation in the classes or activities must be voluntary, both genders must be treated with substantial equality, and the program must otherwise comply with State and federal law and with Board policy 7:10, *Equal Educational Opportunities*. At least every two years, [PRESSPlus1](#) ~~the~~ Superintendent must ~~periodically~~ evaluate any single-gender class or activity to ensure that: (1) it does not rely on overly broad generalizations about the different talents, capabilities, or preferences of either gender, (2) it is substantially related to the achievement of the important objective for the class or activity, and (3) it continues to comply with State and federal law and with Board policy 7:10, *Equal Educational Opportunities*.

Development

The Superintendent shall develop a curriculum review program to monitor the current curriculum and

promptly suggest changes to make the curriculum more effective, to take advantage of improved teaching methods and materials, and to be responsive to social change, technological developments, student needs, and community expectations.

The Superintendent shall report to the Board as appropriate, the curriculum review program's efforts to:

1. Regularly evaluate the curriculum and instructional program.
2. Ensure the curriculum continues to meet the stated adoption criteria.
3. Include input from stakeholders.
4. Coordinate with the process for evaluating the instructional program and materials.

Curriculum Guides and Course Outlines

The Superintendent shall develop and provide subject area curriculum guides to appropriate staff members.

LEGAL REF.:

20 U.S.C. §1681, Title IX of the Education Amendments of 1972, **implemented by** 34 C.F.R. Part 106.

[105 ILCS 5/10-20.8](#) and [5/10-19](#).

CROSS REF.: 6:60 (Curriculum Content), 6:65 (Student Social and Emotional Development), 6:70 (Teaching About Religions), 6:80 (Teaching About Controversial Issues) 6:100 (Using Animals in the Educational Program), 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program), 6:120 (Education of Children with Disabilities), 6:135 (Accelerated Placement Program), 6:140 (Education of Homeless Children), 6:150 (Home and Hospital Instruction), 6:160 (English Learners), 6:170 (Title I Programs), 6:180 (Extended Instructional Programs), 7:10 (Equal Educational Opportunities), 7:15 (Student and Family Privacy Rights)

Adopted: September 23, 2024

PRESSPlus Comments

PRESSPlus 1. Districts are required to evaluate single-sex classes and extracurricular activities at least every two years. 34 C.F.R. §106.34(b)(4)(ii). See also an FAQ from the U.S. Dept. of Education's Office of Civil Rights at: www.ed.gov/sites/ed/files/about/offices/list/ocr/docs/faqs-title-ix-single-sex-201412.pdf. Consult the board attorney about accommodation issues for transgender or gender non-conforming students in single-sex classes. This subhead may be removed if a district will not offer single-gender classes or activities. **Issue 120, October 2025**

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 grades 9 through 12, subjects include: (a) language arts, (b) writing intensive courses, (c) science, (d) mathematics, (e) social studies including U.S. history, American government and one semester of civics, (f) foreign language, (g) music, (h) art, (i) driver and safety education, and (j) career and technical ~~vocational~~ [PRESSPlus1](#) education.

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

2. In ~~each~~ grades 9-12, drug and alcohol prevention education, including [PRESSPlus2](#) (a) age- and developmentally appropriate classroom instruction on alcohol and drug use and abuse, (b) the dangers of fentanyl, and (c) ~~as well as in interscholastic athletic programs~~ anabolic steroid abuse prevention, which must also be taught in interscholastic athletic programs.
3. In each grade, 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](#).
4. In each grade, through the 2026-2027 school year, [PRESSPlus3](#) age-appropriate Internet safety must be taught, the scope of which shall be determined by the Superintendent or designee. The curriculum must incorporate Board 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.
6. In all grades, character education [PRESSPlus4](#) 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 on in all grades will include examples of behaviors that violate Board 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) principles of representative government (the American Declaration of Independence, the Constitution of the United States of America, and the Constitution of the State of Illinois), (c) proper use and display of the American flag, and (d) the Pledge of Allegiance, and (e) the voting process. [PRESSPlus5](#)
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 in a physical education course with such frequency as determined by the Board after recommendation from the Superintendent, but at a minimum of three days per five-day week. For exemptions and substitutions, see Board policies 6:310, *High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students* and 7:260, *Exemption from Physical Education*
9. In all schools, health education must be stressed, including: [PRESSPlus6](#) (a) human ecology, health, growth, development, personal health habits, and nutrition, (b) family life, (c) prevention and control of disease, proper nutrition, (b) physical fitness, (c) personal health habits, (d) dangers and avoidance of abduction, (de) age- and developmentally appropriate and evidence-informed sexual abuse and assault awareness and prevention education in all grades, (e) public health, environmental health, disaster preparedness, and safety education, [PRESSPlus7](#) (f) mental health and illness, (g) dental health, (h) cancer education, and (i) age- and developmentally appropriate consent education [PRESSPlus8](#) and (f) in grades 9-12, the dangers of fentanyl. The Superintendent shall implement a comprehensive health education program in accordance with State law.
10. In all schools, abduction education that addresses the danger of and avoidance of abduction. [PRESSPlus9](#)
11. In grades 9-12, the dangers of allergies must be taught. [PRESSPlus10](#)
12. In grades 9-12, training on how to properly administer cardiopulmonary resuscitation and how to use an automated external defibrillator. [PRESSPlus11](#)
13. 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. In grades 9-12, students engage in career exploration and career development activities to prepare them to make informed plans and decisions about their future education and career goals. In grades 9-12, a College and Career Pathway Endorsement is awarded to students who meet the requirements for a specific endorsement area.
14. In grades 9 through 12, consumer education must be taught, including: (a) financial literacy, including consumer debt and installment purchasing (including credit scoring, managing credit debt, and completing a loan application); budgeting; savings and investing; banking (including

balancing a checkbook, opening a deposit account, and the use of interest rates); understanding simple contracts; State and federal income taxes; personal insurance policies; the comparison of prices; higher education student loans; identity-theft security; and homeownership (including the basic process of obtaining a mortgage and the concepts of fixed and adjustable rate mortgages, subprime loans, and predatory lending); and (b) the roles of consumers interacting with agriculture, business, labor unions and government in formulating and achieving the goals of the mixed free enterprise system.

15. In grades 9 through 12, intensive instruction in computer literacy, which may be included as a part of English, social studies, or any other subject.
16. In grades 9 through 12, through the 2026-2027 school year, [PRESSPlus12](#) a unit of instruction on media literacy that includes, but is not limited to, all of the following topics: (a) accessing information to evaluate multiple media platforms and better understand the general landscape and economics of the platforms, and issues regarding the trustworthiness of the source of information; (b) analyzing and evaluating media messages to deconstruct media representations according to the authors, target audience, techniques, agenda setting, stereotypes, and authenticity to distinguish fact from opinion; (c) creating media to convey a coherent message using multimodal practices to a specific target audience that includes, but is not limited to, writing blogs, composing songs, designing video games, producing podcasts, making videos, or coding a mobile or software application; (d) reflecting on media consumption to assess how media affects the consumption of information and how it triggers emotions and behavior; and (e) social responsibility and civics to suggest a plan of action in the class, school, or community for engaging others in a respectful, thoughtful, and inclusive dialogue over a specific issue using facts and reason. Beginning in the fall of 2027, in grades 9 through 12, a unit of instruction on media literacy and Internet safety that includes, but is not limited to, all of the following topics: (a) accessing and evaluating information; (b) creating media; (c) reflecting on media consumption and social responsibility; (d) legal and social penalties for illicit actions online; and (e) reporting illicit content online. [PRESSPlus13](#)
17. In grades 9 through 12, an opportunity for students to take at least one computer science course aligned to Illinois learning standards. *Computer science* means the study of computers and algorithms, including their principles, hardware and software designs, implementation, and impact on society. Computer science does not include the study of everyday uses of computers and computer applications; e.g., keyboarding or accessing the Internet.
18. In all schools, environmental education, including instruction on: (a) the current problems and needs in the conservation of natural resources and (b) beginning in the fall of 2026, instruction on climate change.
19. In all schools, instruction as determined by the Superintendent or designee on United States (U.S.) history must be taught, including: (a) the principles of representative government, (b) the Constitutions of the U.S. and Illinois, (c) the role of the U.S. in world affairs, (d) the role of labor unions, (e) the role and contributions of ethnic groups, including but not limited to, African Americans, Albanians, Asian Americans, Bohemians, Czechs, French, Germans, Hispanics (including the events related to the forceful removal and illegal deportation of Mexican-American U.S. citizens during the Great Depression), Hungarians, Irish, Italians, Lithuanians, Polish, Russians, Scots, and Slovaks in the history of this country and State, (f) a study of the roles and contributions of lesbian, gay, bisexual, and transgender (LGBT) people in the history of the U.S. and Illinois, (g) Illinois history, (h) the contributions made to society by Americans of different faith practices, including, but not limited to, Muslim Americans, Jewish Americans, Christian Americans, Hindu Americans, Sikh Americans, Buddhist Americans, and any other collective community of faith that has shaped America, (i) Native American nations' sovereignty and self-determination, both historically and in the present day, with a focus on urban Native Americans, and (j) beginning in the fall of 2024, the events of the Native American experience and Native

American history within the Midwest and Illinois since time immemorial in accordance with [105 ILCS 5/27-20.05](#).

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.

17. ~~In all high school courses concerning U.S. history or a combination of U.S. history and American government, 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.~~ [PRESSPlus14](#)
18. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the Holocaust and crimes of genocide, including Nazi atrocities of 1933-1945, the Native American genocide in North America, Armenian Genocide, the Famine-Genocide in Ukraine, [Q1](#) and more recent atrocities in Cambodia, Bosnia, Rwanda, and Sudan.
19. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the history, struggles, and contributions of women.
20. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on Black History, including the history of the pre-enslavement of Black people from 3,000 BCE to AD 1619, the African slave trade, slavery in America, the study of the reasons why Black people came to be enslaved, the vestiges of slavery in this country, the study of the American civil rights renaissance, as well as the struggles and contributions of African-Americans.
21. In all schools, instruction during courses as determined by the Superintendent or designee on disability history, awareness, and the disability rights movement.
22. 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.

LEGAL REF.:

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

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

[47 C.F.R. §54.520](#).

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

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

[105 ILCS 5/2-3.80\(e\)](#) and (f), [5/10-20.79](#), [5/10-20.84](#), [5/10-23.13](#), ~~5/27-3, 5/27-3.5, 5/27-5, 5/27-6, 5/27-6.5, 5/27-7, 5/27-12, 5/27-12.1, 5/27-13.1, 5/27-13.2, 5/27-20.05, 5/27-20.08, 5/27-20.3, 5/27-20.4, 5/27-20.5, 5/27-20.7, 5/27-20.8, 5/27-21, 5/27-22, 5/27-23.3, 5/27-23.4, 5/27-23.7, 5/27-23.8, 5/27-23.10, 5/27-23.11, 5/27-23.15, 5/27-23.16, 5/27-24.1, and 5/27-24.2~~ [5/22-110](#), [5/27-105](#), [5/27-110](#), [5/27-115](#), [5/27-210](#), [5/27-215](#), [5/27-245](#), [5/27-250](#), [5/27-255](#), [5/27-260](#), [5/27-305](#), [5/27-310](#), [5/27-315](#), [5/27-405](#), [5/27-410](#) (scheduled for repeal on 7-1-27), [5/27-415](#) (scheduled for repeal on 7-1-27), [5/27-505](#), [5/27-510](#), [5/27-515](#), [5/27-520](#), [5/27-525](#), [5/27-530](#), [5/27-535](#), [5/27-540](#), [5/27-545](#).

5/27-605, 5/27-705, 5/27-710, 5/27-715, 5/27-720, 5/27-725, 5/27-810, 5/27-815, and 5/27-1050. [PRESSPlus15](#)

105 ILCS 110/3, Comprehensive Health Education Program. [PRESSPlus16](#)

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

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

[23 III.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 28, 2025

Questions and Answers:

***Required Question 1. A district may include in its curriculum a unit of instruction studying the causes and effects of mass starvation in mid-19th century Ireland, known as the "Irish Famine." 105 ILCS 5/27-1030, renumbered by P.A. 104-391. If offered, the board locally determines the minimum amount of instruction time. For a resource originally developed by the NJ Commission on Holocaust Education, see www.oregon.gov/ode/educator-resources/standards/socialsciences/Documents/IrishFamine.pdf.

Does the Board provide instruction studying the causes and effects of the Irish Famine?

No. (Default)

Yes. (IASB will add "the Irish Famine" after "the Famine-Genocide in Ukraine," and IASB will add 5/27-1030 to the Legal References.)

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/27-605, amended by P.A. 104-387, and renumbered by P.A. 104-391. **Issue 120, October 2025**

PRESSPlus 2. Drug abuse prevention education is no longer part of the Comprehensive Health Education Program (CHEP) and is therefore listed as a separate item. P.A. 104-391 consolidated drug prevention education related topics into one new section of the School Code, 105 ILCS 5/27-255. **Issue 120, October 2025**

PRESSPlus 3. Updated in response to 105 ILCS 5/27-410 (scheduled for repeal on 7-1-27), amended by P.A. 104-399, eff. 1-1-26, and renumbered by P.A. 104-391. **Issue 120, October 2025**

PRESSPlus 4. Updated in response to P.A. 104-391, which repealed the requirement to teach character education formerly at 105 ILCS 5/27-12. **Issue 120, October 2025**

PRESSPlus 5. Updated in response to P.A. 104-391, which moved instruction on the voting process to civics education for grades 6, 7, or 8. **Issue 120, October 2025**

PRESSPlus 6. Letters (a) - (i) are required by CHEP. 105 ILCS 5/27-215, added by P.A. 104-391. **Issue 120, October 2025**

PRESSPlus 7. 105 ILCS 5/27-815, renumbered by P.A. 104-391, also requires safety instruction in each of grades 1 through 8, equivalent to one class period each week. Neither CHEP nor 105 ILCS 5/27-815 (as it pertains to grades 1-8) define safety education or explain how it differs from the optional safety education that boards can offer under 105 ILCS 5/27-1020, renumbered by P.A. 104-391, though districts could draw from the topics listed in that section. **Issue 120, October 2025**

PRESSPlus 8. Consent education under CHEP is limited to the definition of *consent* under 105 ILCS 5/27-215(a), added by P.A. 104-391; this basic consent instruction is separate from the more extensive, optional consent education under 105 ILCS 5/27-1010, amended and renumbered by P.A. 104-391. For more information, see PRESS sample policy 6:60, *Curriculum Content*, at footnote 33, available at PRESS Online by logging in at www.iasb.com. **Issue 120, October 2025**

PRESSPlus 9. Required by 105 ILCS 5/27-105, added by P.A. 104-391. The Ill. State Police and Ill. State Board of Education (ISBE) must develop instruction on child abduction prevention. 20 ILCS 2605/2605-480. See www.isbe.net/Documents/Child-Abduction-Prevention.pdf. Although this topic is no longer required by CHEP, it is also addressed in sample administrative procedure 6:60-AP1, *Comprehensive Health Education Program*, available at PRESS Online by logging in at www.iasb.com. **Issue 120, October 2025**

PRESSPlus 10. Required by 105 ILCS 5/27-245, added by P.A. 104-391. Although this topic is no longer required by CHEP, it is also addressed in sample administrative procedure 6:60-AP1, *Comprehensive Health Education Program*, available at PRESS Online by logging in at www.iasb.com. **Issue 120, October 2025**

PRESSPlus 11. Required by 105 ILCS 5/27-250, added by P.A. 104-391. Although this topic is no longer required by CHEP, it is also addressed in sample administrative procedure 6:60-AP1, *Comprehensive Health Education Program*, available at PRESS Online by logging in at www.iasb.com. **Issue 120, October 2025**

PRESSPlus 12. Updated in response to 105 ILCS 5/27-20.08, scheduled to be repealed on 7-1-27 by P.A. 104-391. **Issue 120, October 2025**

PRESSPlus 13. 105 ILCS 5/27-405, added by P.A. 104-391, details the requirements for media literacy and Internet safety instruction effective for the 2027-2028 school year. ISBE is required to make available instructional resources and professional development available for the development of

a unit of instruction under 105 ILCS 5/27-405, subject to appropriation. Beginning with the 2027-2028 school year, media literacy instruction must also: (1) be age- and developmentally appropriate for each grade level being taught; (2) teach about the harmful physical, emotional, and psychological effects associated with unhealthy use of the Internet and social media; and (3) provide information on resources to report cyberbullying and the illicit online behavior of others. **Issue 120, October 2025**

PRESSPlus 14. Repealed by P.A. 104-391, formerly at 105 ILCS 5/27-3.5. **Issue 120, October 2025**

PRESSPlus 15. Updated in response to P.A. 104-391, renumbering, reorganizing, and repealing citations throughout 105 ILCS 5/27. **Issue 120, October 2025**

PRESSPlus 16. Repealed by P.A. 104-391 and replaced, in part, by 105 ILCS 5/27-215, added by P.A. 104-391. **Issue 120, October 2025**

Document Status: Draft Update

INSTRUCTION

6:160 English Learners

The District offers opportunities for resident English Learners to achieve at high levels in academic subjects and to meet the same challenging State academic standards that all children are expected to meet. The Superintendent or designee shall develop and maintain a program for English Learners that will:

1. Assist all English Learners to achieve English proficiency, facilitate effective communication in English, and encourage their full participation in school activities and programs as well as promote participation by the parents/guardians of English Learners.
2. Appropriately identify students with limited English language proficiency.
3. Comply with State law regarding the Transitional Bilingual Educational Program (TBE) or Transitional Program of Instruction (TPI), whichever is applicable.
4. Comply with any applicable State and federal requirements for the receipt of grant money for English Learners and programs to serve them.
5. Determine the appropriate instructional program and environment for English Learners.
6. Annually assess the English proficiency of English Learners and monitor their progress in order to determine their readiness for a mainstream classroom environment.
7. Include English Learners, to the extent required by State and federal law, in the District's student assessment program to measure their achievement in reading/language arts and mathematics.
8. Provide information to the parents/guardians of English Learners about: (a) the reasons for their child's identification, (b) their child's level of English proficiency, (c) the method of instruction to be used, (d) how the program will meet their child's needs, (e) how the program will specifically help their child learn English and meet age-appropriate academic achievement standards for grade promotion and graduation, (f) specific exit requirements of the program, (g) how the program will meet their child's individualized education program, if applicable, and (h) information on parent/guardian rights. Parents/guardians will be regularly apprised of their child's progress and involvement will be encouraged.

Parent/Guardian Involvement [PRESSPlus1](#)

Parents/guardians of English Learners will be informed how they can: (1) be involved in the education of their children; (2) be active participants in assisting their children to attain English proficiency, achieve at high levels within a well-rounded education, and meet the challenging State academic standards expected of all students; and (3) participate and serve on the District's Transitional Bilingual Education Programs Parent Advisory Committee.

LEGAL REF.:

[20 U.S.C. §§6312, 6314, 6315, and 6318.](#)

[20 U.S.C. §6801](#) *et seq.*

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

[105 ILCS 5/14C-1](#) *et seq.*

[23 Ill.Admin.Code Part 228.](#)

CROSS REF.: 6:15 (School Accountability), 6:170 (Title I Programs), 6:340 (Student Testing and Assessment Program)

ADOPTED: January 30, 2024

PRESSPlus Comments

PRESSPlus 1. Updated for continuous improvement. **Issue 120, October 2025**

Document Status: Draft Update

INSTRUCTION

6:210 Instructional Materials

All District classrooms and learning centers should be equipped with an evenly-proportioned, wide assortment of instructional materials, including textbooks, workbooks, audio-visual materials, and electronic materials. These materials should provide quality learning experiences for students and:

1. Enrich and support the curriculum;
2. Stimulate growth in knowledge, literary appreciation, aesthetic values, and ethical standards;
3. Provide background information to enable students to make informed judgments and promote critical reading and thinking;
4. Depict in an accurate and unbiased way the cultural diversity and pluralistic nature of American society; and
5. Contribute to a sense of the worth of all people regardless of sex, race, religion, nationality, ethnic origin, sexual orientation, disability, or any other differences that may exist.

The Superintendent or designee shall annually provide a list or description of textbooks and instructional materials used in the District to the Board of Education. Anyone may inspect any textbook or instructional material.

Teachers are encouraged to use age-appropriate supplemental material only when it will enhance, or otherwise illustrate, the subjects being taught. No R-rated movie shall be shown to students unless prior approval is received from the Superintendent or designee, and no movie rated NC-17 (no one 17 and under admitted) shall be shown under any circumstances. These restrictions apply to television programs and other media with equivalent ratings. The Superintendent or designee shall give parents/guardians an opportunity to request that their child not participate in a class showing a movie, television program, or other media with an R or equivalent rating.

Instructional Materials Selection and Adoption

The Superintendent shall recommend to the Board for consideration and adoption all textbooks and instructional materials and shall include the following information: (1) title, publisher, copyright dates, number of copies desired, and cost; (2) any texts being replaced; and (3) rationale for recommendation. ^{Q1} The School Code governs the adoption and purchase of textbooks and instructional materials.

LEGAL REF.:

[105 ILCS 5/10-20.8](#) and [5/28-19.1](#).

CROSS REF.: 6:30 (Organization of Instruction), 6:40 (Curriculum Development), 6:80 (Teaching About Controversial Issues), 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), 8:110 (Public Suggestions and Concerns)

Questions and Answers:

***Required Question 1. A Board that does not have the capacity or desire to approve all instructional materials may use the following alternative:

The Superintendent shall recommend to the Board for consideration and adoption all textbooks and primary instructional materials and shall include the following information: (1) title, publisher, copyright dates, number of copies desired, and cost; (2) any texts being replaced; and (3) rationale for recommendation. The Superintendent shall approve the selection of all other instructional materials.

Has the Board adopted the alterative language shown above?

- No. (Default)
 Yes. (IASB will add the language shown in underline above.)
-

Document Status: Draft Update

INSTRUCTION

6:260 Complaints About Curriculum, Instructional Materials, and Programs

Parents/guardians have the right to inspect any instructional material used as part of their child's educational curriculum pursuant to Board policy 7:15, *Student and Family Privacy Rights*.

Parents/guardians, employees, and community members who believe that curriculum, instructional materials, or programs violate rights guaranteed by any law or Board policy may file a complaint using Board policy 2:260, *Uniform Grievance Procedure*.

Parents/guardians, employees, and community members with other suggestions or complaints about curriculum, instructional materials, or programs should:

1. contact the teacher regarding course curriculum or instructional materials or the Associate Principal for Curriculum and Instruction regarding school programs.

A parent/guardian may request that their child be exempt from using a particular instructional material or program by:

2. contacting the teacher regarding course curriculum or instructional materials or the Associate Principal for Curriculum and Instruction regarding school programs.

LEGAL REF.:

[20 U.S.C. §1232h](#), Protection of Pupil Rights Amendment.

[Mahmoud v. Taylor, 145 S.Ct. 2332 \(2025\)](#). [PRESSPlus1](#)

CROSS REF.: 2:260 (Uniform Grievance Procedure), 7:15 (Student and Family Privacy Rights), 8:110 (Public Suggestions and Concerns)

ADOPTED: January 30, 2024

PRESSPlus Comments

PRESSPlus 1. Updated in response to [Mahmoud v. Taylor, 145 S.Ct. 2332 \(2025\)](#), holding that classroom instruction will likely burden parents' free exercise rights if it requires their children to submit to instruction "that poses 'a very real threat of undermining' the religious beliefs and practices that the parents wish to instill." Unless otherwise required by law, it is unclear from Mahmoud whether a district would ever need to give advance notice to all parents/guardians of the use of certain curriculum or instructional materials that could trigger religious objections. Doing so could present discrimination concerns. Given the many unsettled legal issues in this area and the fact-dependent nature of the analysis involved, boards should consult with the board attorney regarding any curriculum objections. **Issue 120, October 2025**

Document Status: Draft Update

INSTRUCTION

6:300 Graduation Requirements

To graduate from high school, unless otherwise exempted, each student is responsible for:

1. Completing all District graduation requirements that are in addition to the State requirements.
2. Completing all courses as provided in the School Code, 105 ILCS 5/27-~~22~~605. [PRESSPlus1](#)
3. Completing all minimum requirements for graduation as specified in State law.
4. Passing an examination on patriotism, and principles of representative government, and proper use and display of the American flag methods of voting, and the Pledge of Allegiance. [PRESSPlus2](#)
5. Participating in State assessments that are required for graduation by State law.
6. Filing one of the following: (1) a Free Application for Federal Student Aid (FAFSA) with the U.S. Dept. of Education, (2) an application for State financial aid, or (3) an Ill. State Board of Education (ISBE) waiver form indicating that the student understands what these aid opportunities are and has chosen not to file an application. If the student is not at least 18 years of age or legally emancipated, the student's parent/guardian must file one of these documents on the student's behalf.

A student is exempt from this requirement if: (1) the student is unable to file a financial aid application or an ISBE waiver due to extenuating circumstances, (2) the Building Principal attests the District made a good faith effort to assist the student or the student's parent/guardian with filing a financial aid application or an ISBE waiver form, and (3) the student has met all other graduation requirements.

The Superintendent or designee is responsible for:

1. Maintaining a description of all course offerings that comply with the above graduation requirements.
2. Notifying students and their parents/guardians of graduation requirements.
3. Developing the criteria for #4 above.
4. Complying with State law requirements for students who transfer during their senior year because their parent(s)/guardian(s) are on active military duty. This includes making reasonable adjustments to ensure graduation if possible, or efforts to ensure that the original (transferor) school district issues the student a diploma.
5. Taking all other actions needed or necessary to implement this policy.

Certificate of Completion

A student with a disability who has an Individualized Education Program prescribing special education, transition planning, transition services, or related services beyond the student's four years of high school, qualifies for a certificate of completion after the student has completed four years of high school. The student is encouraged to participate in the graduation ceremony of their high school

graduation class. The Superintendent or designee shall provide timely written notice of this requirement to children with disabilities and their parents/guardians.

Service Member Diploma

The District will award a diploma to a service member who was killed in action while performing active military duty with the U.S. Armed Forces or an honorably discharged veteran of World War II, the Korean Conflict, or the Vietnam Conflict, provided that they (1) resided within an area currently within the District at the time they left high school, (2) left high school before graduating in order to serve in the U.S. Armed Forces, and (3) has not received a high school diploma.

LEGAL REF.:

105 ILCS 5/2-3.64a-5, 5/22-27, 5/22-87, 5/27-510~~3~~, 5/27-605~~22~~, and 5/27-615~~22.10~~.

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

[23 Ill.Admin.Code §1.440](#).

CROSS REF.: 6:30 (Organization of Instruction), 6:310 (High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students), 6:320 (High School Credit for Proficiency), 7:50 (School Admissions and Student Transfers To and From Non-District Schools)

~~ADOPTED: January 30, 2024~~

PRESSPlus Comments

PRESSPlus 1. Renumbered in response to P.A. 104-391. **Issue 120, October 2025**

PRESSPlus 2. Updated in response to 105 ILCS 5/27-510, added by P.A. 104-391, requiring students to pass an exam on patriotism, principles of representative government, and proper use and display of the American flag, formerly addressed at 105 ILCS 5/27-3, repealed by P.A. 104-391. **Issue 120, October 2025**

Document Status: Draft Update

INSTRUCTION

6:310 High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students

Credit for Non-District Experiences

The District does not grant graduation credit for learning experiences that an enrolled student does not complete through the District.

Substitutions for Required Courses

Vocational or technical education. A student in grades 9-12 may satisfy one or more high school courses (including physical education) or graduation requirements by successfully completing related vocational or technical education courses if:

1. The Building Principal approves the substitution(s) and the vocational or technical education course is completely described in curriculum material along with its relationship to the required course; and
2. The student's parent/guardian requests and approves the substitution(s) in writing on forms provided by the District.

Advanced placement computer science. The advanced placement computer science course is equivalent to a high school mathematics course. A student in grades 9-12 may substitute the advanced placement computer science course for one year of mathematics, in accordance with [Section 27-22 of the School Code](#). The transcript of a student who completes the advanced placement computer science course will state that it qualifies as a mathematics-based, quantitative course.

Substitutions for physical education. A student in grades 9-12, unless otherwise stated, may submit a written request to the Building Principal to be excused from physical education courses for the reasons stated below. 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.

1. Ongoing participation in a marching band program for credit;
2. Enrollment in Reserve Officer's Training Corps (ROTC) program sponsored by the District;
3. Ongoing participation in an interscholastic or extracurricular athletic program (student must be in the 10th, 11th, or 12th grade);
4. Enrollment in academic classes that are required for admission to an institution of higher learning (student must be in the 11th or 12th grade); or
5. Enrollment in academic classes that are required for graduation from high school, provided that failure to take such classes will result in the student being unable to graduate (student must be in the 11th or 12th grade).

A student who is eligible for special education may be excused from physical education courses pursuant to 7:260, *Exemption from Physical Education*.

Re-Entering Students

Individuals younger than 21 years of age may re-enter high school to acquire a high school diploma or an equivalency certificate, subject to the limitations in Board policy 7:50, *School Admissions and Student Transfers To and From Non-District Schools*. Re-entering students may obtain credit through the successful completion of the following (not all of these may be available at any one time):

1. District courses
2. Non-District experiences described in this policy
3. Classes in a program established under [Section 10-22.20 of the School Code](#), in accordance with the standards established by the Illinois Community College Board
4. Proficiency testing, correspondence courses, life experiences, and other nonformal educational endeavors
5. Military service, provided the individual making the request has a recommendation from the American Council on Education

The provisions in the section **Credit for Non-District Experiences**, above, apply to the receipt of credit for any non-District course.

LEGAL REF.:

105 ILCS 5/2-3.44, 5/2-3.108, 5/2-3.115(b), 5/2-3.142, 5/2-3.175, 5/10-22.43a, 5/10-20.62, [5/27-610](#), [5/27-7106](#), and [5/27-1035](#) ~~22.3, and 5/27-22.05~~. [PRESSPlus1](#)

[110 ILCS 27/](#), Dual Credit Quality Act.

[23 Ill.Admin.Code §§1.425\(e\), 1.440\(f\), 1.470\(c\), and Part 255](#).

CROSS REF.: 6:180 (Extended Instructional Programs), 6:300 (Graduation Requirements), 6:320 (High School Credit for Proficiency), 7:50 (School Admissions and Student Transfers To and From Non-District Schools), 7:260 (Exemption from Physical Education)

~~ADOPTED: January 30, 2024~~

PRESSPlus Comments

PRESSPlus 1. The Legal References are updated. **Issue 120, October 2025**

Document Status: Draft Update

INSTRUCTION

6:320 High School Credit for Proficiency

Proficiency Credits

Subject to the limitations in this policy and State law, the Superintendent or designee is authorized to establish and approve a program for granting credit for proficiency with the goal of allowing a student who would not benefit from a course because the student is proficient in the subject area to receive credit without having to take the course. A student who demonstrates competency under this program will receive course credit for the applicable course and be excused from any requirement to take the course as a graduation prerequisite. No letter grade will be given for purposes of the student's cumulative grade point average. The Superintendent or designee shall notify students of the availability of and requirements for receiving proficiency credit.

Proficiency credit will be offered in the following subject areas:

Foreign language - A student is eligible to receive one year of foreign language credit if the student has graduated from an accredited elementary school and can demonstrate proficiency, according to this District's academic criteria, in a language other than English. A student who demonstrates proficiency in American Sign Language is deemed proficient in a foreign language and will receive one year of foreign language credit. A student who studied a foreign language in an approved ethnic school program is eligible to receive appropriate credit according to the level of proficiency reached; the student may be required to take a proficiency examination.

Other proficiency testing - The program for granting credit for proficiency may allow, as the Superintendent deems appropriate, course credit to be awarded on the basis of a local examination to a student who has achieved the necessary proficiency through independent study or work taken in or through another institution. Proficiency testing may also be used to determine eligible credit for other subjects whenever students enter from non-graded schools, non-recognized or non-accredited schools, or were in a home-schooling program.

LEGAL REF.:

[105 ILCS 5/10-22.43](#), [5/10-22.43a](#), and [5/27-60522](#), and [5/27-24.3](#). [PRESSPlus1](#)

23 Ill.Admin.Code [§1.460](#); Part 680, [State Seal of Biliteracy](#).

CROSS REF.: 6:300 (Graduation Requirements), 6:310 (High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students)

[ADOPTED: January 30, 2024](#)

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/27-605, amended by P.A. 104-387 and amended and renumbered by P.A. 104-391, allowing students to choose one year of career and technical education to meet a high school graduation requirement. **Issue 120, October 2025**

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, national origin, religion, sex, sexual orientation, ancestry, age, physical or mental disability, gender identity, status of being homeless, immigration status, order of protection status, military status, unfavorable military discharge, reproductive health decisions, or 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 policy 8:20, *Community Use of School Facilities*. Any student may file a discrimination complaint by using Board policy 2:260, *Uniform Grievance Procedure*, or in the case of discrimination on the basis of race, color, or national origin, Board policy 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*.

Sex Equity

No student shall, based on sex, sexual orientation, or gender identity 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.

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](#)).

Any student may file a sexual harassment complaint by using Board policy 2:265, *Title IX Grievance Procedure*.

Administrative Implementation

The Superintendent shall appoint a Nondiscrimination Coordinator, and a 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; [34 C.F.R. Part 104](#).

[42 U.S.C. §2000d](#), Title VI of the Civil Rights Act of 1964; [34 C.F.R. Part 100](#).

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

[Plyler v. Doe, 457 U.S. 202 \(1982\)](#), [PRESSPlus1](#)

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, 5/10-22.5, 5/22-105, 5/26A, 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 Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 6:65 (Student Social and Emotional Development), 7:12 (Racial Equity, Diversity, and Inclusion), 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), 7:150 (Agency and Law Enforcement Requests), 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), 7:255 (Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence), 7:330 (Student Use of Buildings - Equal Access), 7:340 (Student Records), 8:20 (Community Use of School Facilities)

Adopted: July 28, 2025

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/22-105(c)(1-3), added by P.A. 104-288, eff. 1-1-26, codifying Plyler v. Doe, 457 U.S. 202 (1982), prohibiting districts from taking any action that would deny a child free public education based on the child's or their parent's/guardian's actual or perceived citizenship or immigration status, and requiring districts to establish a policy and procedures regarding agency and law enforcement requests, to ensure this right is preserved. See policy 7:150, *Agency and Law Enforcement Requests*, and sample administrative procedure 7:150-AP, *Managing Agency and Law Enforcement Requests*, available at PRESS Online by logging in at www.iasb.com.
Issue 120, October 2025

Document Status: Draft Update

STUDENTS

7:70 Attendance and Truancy

Compulsory School Attendance

This policy applies to individuals who have custody or control of a child: (a) between the ages of six (on or before September 1) and 17 years (unless the child has graduated from high school), or (b) who is enrolled in any of grades 9 through 12 in the public school regardless of age.

Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by their physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, (5) any child absent because of religious reasons, including to observe a religious holiday, for religious instruction, or because their religion forbids secular activity on a particular day(s) or time of day, and (6) any child 16 years of age or older who is employed and is enrolled in a graduation incentives program.

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), attendance at a verified medical or therapeutic appointment (including a victim services provider), observance of a religious holiday, death in the immediate family, attendance at a civic event, family emergency, other situations beyond the control of the student as determined by the Board, voting pursuant to the Election Code, [10 ILCS 5/7-42](#) and [5/17-15](#), other circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety, or other reason as approved by the Superintendent or designee. For students who are parents, expectant parents, or victims of domestic or sexual violence, valid cause for absence also includes the fulfillment of a parenting responsibility and addressing circumstances resulting from domestic or sexual violence. Students absent for a valid cause may make up missed homework and classwork assignments in a reasonable timeframe.

Absenteeism and Truancy Program

The Superintendent or designee shall manage an absenteeism and truancy program in accordance with the School Code and Board of Education policy. The program shall include but not be limited to:

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Superintendent or designee is authorized to determine when the student's absence is justified.
2. A protocol for excusing a student in grades 9 through 12 from attendance to sound *Taps* at a military honors funeral held in Illinois for a deceased veteran.
3. A protocol for excusing a student from attendance on a particular day(s) or at a particular time of day when their 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 identify and track students who are truants, chronic or habitual truants, or truant

minors as defined in [105 ILCS 5/26-2a](#).

5. A description of diagnostic procedures for identifying the cause(s) of a student's unexcused absenteeism, including interviews with the student, their parent(s)/guardian(s), and staff members or other people who may have information about the reasons for the student's attendance problem.
6. The identification of supportive services that may be offered to truant, chronically truant, or chronically absent students, including parent-teacher conferences, student and/or family counseling, and information about available community services relevant to such students' needs. See Board policy 6:110, *Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program*.
7. A process for the collection and review of chronic absence data and to:
 - a. Determine what systems of support and resources are needed to engage chronically absent students and their families, and
 - b. Encourage the habit of daily attendance and promote success.
8. Reasonable efforts to provide ongoing professional development to all school personnel, Board members, and school resource officers on the appropriate and available supportive services for the promotion of student attendance and engagement.
9. A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or the truant office of the appropriate Regional Office of Education, if truancy continues after supportive services have been offered.
10. 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.
11. An acknowledgement that no punitive action, including out-of-school suspensions, expulsions, or court action, shall be taken against a truant minor for their truancy unless available supportive services and other school resources have been provided to the student.
12. The criteria to determine whether a student's non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the Superintendent believes qualifies.
13. An approval process for students to attend activities allowed under 105 ILCS 5/10-19.05(k), including provisions for making up missed coursework that do not penalize students. [PRESSPlus1](#)
14. A process for a 17-year-old resident to participate in the District's various programs and resources for truants. The student must provide documentation of their dropout status for the previous six months. A request from an individual 19 years of age or older to re-enroll after having dropped out of school is handled according to provisions in 7:50, *School Admissions and Student Transfers To and From Non-District Schools*.
15. A process for the temporary exclusion of a student 17 years of age or older for failing to meet minimum attendance standards according to provisions in State law. A parent/guardian has the right to appeal a decision to exclude a student.

Updating

Pursuant to State law and Board policy 2:240, *Board Policy Development*, the Board updates this policy at least once every two years. The Superintendent or designee shall assist the Board with its update.

LEGAL REF.:

105 ILCS [5/10-19.05\(k\)](#), [5/22-92](#), and [5/26-1](#) through [5/26-3](#), [5/26-5](#) through [5/26-16](#), [5/26-18](#), and [5/26A](#).

[705 ILCS 405/3-33.5](#), Juvenile Court Act of 1987.

[23 Ill.Admin.Code §§1.242](#) and [Part 207](#).

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), 7:255 (Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence), 7:340 (Student Records)

Adopted: July 28, 2025

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/10-19.05(k), amended by P.A. 104-250, eff. 1-1-26, requiring an approval process for students to attend allowable activities by the beginning of the 2026-2027 school year. Allowable activities are: (1) instruction in a college course where the student is dually enrolled for both high school and college credit, (2) participation in a Supervised Career Development Experience in which student participation and learning outcomes are approved by an educator licensed under 105 ILCS 5/21B for assessment of competencies, (3) participation in any work-based learning experience in which student participation and learning outcomes are approved by an educator who holds an Educator License with Stipulations with a career and technical educator endorsement and a work-based learning designation, (4) participation in a youth apprenticeship in which student participation and learning outcomes are approved by an educator licensed under 105 ILCS 5/21B for assessment of competencies, and (5) participation in a blended learning program approved by the district in which course content, student evaluation, and instructional methods are supervised by an educator licensed under 105 ILCS 5/21B. **Issue 120, October 2025**

Document Status: Draft Update - Rewritten

STUDENTS

7:150 Agency and Law Enforcement Requests

Title has been updated. Original Title: Agency and Police Interviews

The District recognizes the right of every student to equal access to a free public education under State and federal law, consistent with Board policy 7:10, *Equal Educational Opportunities*. District administrators and staff stand *in loco parentis* when government agency and law enforcement authority requests occur at school. [PRESSPlus1](#)

Federal and State Law Requirements Regarding Citizenship and Immigration Status in Schools [PRESSPlus2](#)

No student shall be denied an education based on the student's, or their parent's/guardian's, actual or perceived citizenship or immigration status. Based on such status, the District will not:

1. Exclude a student from participating in, or deny them the benefits of, any District program or activity.
2. Use policies or procedures or engage in practices that have the effect of excluding a student from participating in or denying the benefits of any District program or activity.
3. Use policies or procedures or engage in practices that have the effect of excluding participation of a student's parent(s)/guardian(s) from District parental engagement activities or programs.
4. Threaten to disclose information related to the actual or perceived citizenship or immigration status of a student or a person associated with the student to any other person, entity, or immigration or law enforcement agency.
5. Disclose information related to the perceived citizenship or immigration status of a student or a person associated with the student to any other person, entity, or immigration or law enforcement agency if the District does not have direct knowledge of the student's or associated person's actual citizenship or immigration status, subject to the requirements in 105 ILCS 5/22-105(c)(3). [PRESSPlus3](#)
6. Disclose information related to the actual citizenship or immigration status of a student or a person associated with the student to any other person or nongovernmental entity if the District has direct knowledge of the student's or associated person's actual citizenship status, subject to the requirements in 105 ILCS 5/22-105(c)(3).

State law does not prohibit or restrict the District from sending or receiving information about the citizenship or immigration status of an individual to or from the U.S. Dept. of Homeland Security or any other governmental entity under 8 U.S.C. §§1373 and 1644.

Responding to Agency and Law Enforcement Requests [PRESSPlus4](#)

The Superintendent shall develop procedures to manage requests by government agencies or law enforcement authorities regarding students at school. Procedures will:

1. Recognize individual student rights and privacy.

2. Recognize the potential impact the release of information or an interview may have on an individual student.
3. Minimize potential disruption.
4. Foster a cooperative relationship with government agencies and law enforcement authorities.
5. Maintain discipline and recognize that school employees stand in the relationship of the parents/guardians to the students during the school day.
6. Comply with State law including, but not limited to, ensuring that before a law enforcement agent, 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: [PRESSPlus5](#)
 - a. Notify or attempt to notify the student's parent(s)/guardian(s) 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, 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 [PRESSPlus6](#) to promote safe interactions and communications with the student is present during questioning.
7. Manage reviewing and authorizing requests from law enforcement agents attempting to enter a school or school facility, in accordance with the requirements of 105 ILCS 5/22-105(c) (4). [PRESSPlus7](#)

LEGAL REF.:

U.S. Constitution, Amend. IV.

8 U.S.C. §1373 and §1644.

Plyler v. Doe, 457 U.S. 202 (1982).

Ill. Constitution, Art. I, §6.

105 ILCS 5/10-20.64, 5/10-20.68, 5/22-88, 5/22-105, and 5/24-24.

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.: 2:160 (Board Attorney), 2:260 (Uniform Grievance Procedure), and 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 5:90 (Abused and Neglected Child Reporting), 7:10 (Equal Educational Opportunities), 7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:190 (Student Behavior)

PRESSPlus Comments

PRESSPlus 1. This policy is renamed and rewritten in response to 105 ILCS 5/22-105, added by P.A. 104-288, eff. 1-1-26, requiring districts to establish a policy by 7-1-26 regarding agency and law enforcement requests at school, and for continuous improvement. See the footnotes of this sample policy for more information, available at PRESS Online by logging in at www.iasb.com.

By 7-1-26, districts are also required to develop procedures for reviewing and authorizing requests from *lawenforcement agents* attempting to enter a school or school facility. 105 ILCS 5/22-105(b), added by P.A. 104-288, eff. 1-1-26, defines *lawenforcement agent* as "an agent of federal, State, or local law enforcement authorized with the power to arrest or detain individuals or manage the custody of detained individuals for a law enforcement purpose, including civil immigration enforcement." *Law enforcement agent* does not include a school resource officer as defined in 105 ILCS 5/10-20.68. Id. See sample administrative procedure 7:150-AP, *Managing Agency and Law Enforcement Requests*. **Issue 120, October 2025**

PRESSPlus 2. Required by 105 ILCS 5/22-105(d), added by P.A. 104-288, eff. 1-1-26. **Issue 120, October 2025**

PRESSPlus 3. Districts must also still comply with federal and State laws, e.g., FERPA and the Ill. School Student Records Act, governing the disclosure of student records or information. **Consult the board attorney regarding legal requirements when requests are received from federal law enforcement agencies. Issue 120, October 2025**

PRESSPlus 4. With the exception of items #6 and #7, the listed standards for procedures are at the local school board's discretion and may be omitted. For procedures addressing #1-6, refer to the *Guidelines for Interviews of Students*, published by the Ill. Council of School Attorneys (ICSA *Guidelines*) at: www.iasb.com/policy-services-and-school-law/guidance-and-resources/guidelines-for-interviews-of-students/ in consultation with the board attorney. For procedures addressing the items listed in #7, refer to sample administrative procedure 7:150-AP, *Managing Agency and Law Enforcement Requests*, available at PRESS Online by logging in at www.iasb.com, in consultation with the board attorney. Procedures covering item #7 are required by 105 ILCS 5/22-105, added by P.A. 104-288, eff. 1-1-26, and must be implemented by 7-1-26. **Issue 120, October 2025**

PRESSPlus 5. 105 ILCS 5/22-88. The statute does not specifically assign these duties to a school official, but instead states that "a law enforcement officer, school resource officer, or other school security personnel" must ensure these conditions are met before detaining and questioning a student on school grounds. For ease of implementation, this policy assigns these duties to a school official as they routinely contact parents/guardians and can arrange for the presence of school personnel during an interview. See the *ICSA Guidelines* for further discussion of school officials' responsibilities when law enforcement authorities interview students at school. **Issue 120, October 2025**

PRESSPlus 6. A *trained lawenforcement officer* is someone who: (1) received training in youth investigations approved or certified by his/her law enforcement agency or under 50 ILCS 705/10.22, or (2) is a juvenile police officer per 705 ILCS 405/1-3(17). 105 ILCS 5/22-88(b)(4). **Issue 120, October 2025**

PRESSPlus 7. 105 ILCS 5/22-105(c)(4), added by P.A. 104-288, eff. 1-1-26, requires a district to

develop procedures that: (1) designate authorized personnel at the school and the superintendent's office or school administrative office who may contact the board attorney, (2) require the designated authorized person and board attorney to work together to review requests from law enforcement agents to enter a school or school facility, including under judicial warrants, nonjudicial warrants, and subpoenas, (3) require the designated authorized personnel to monitor or accompany and to document all interactions with law enforcement agents while on the school's premises, and (4) require the designated authorized person to notify and seek consent from a student's parent/guardian, or from the student if the student is 18 years old or older or emancipated, if a law enforcement agent requests access to a student for immigration enforcement purposes, unless such access is in compliance with a judicial warrant or subpoena that restricts the disclosure of the information to the student's parent/guardian.

Regarding requirement #2 in the paragraph immediately above, ensure that the superintendent's authority to designate others to contact the board attorney aligns with policy 2:160, *Board Attorney*. The superintendent will need to work with the board attorney to create a list of administrators authorized to consult directly with the board attorney if any agency or law enforcement request is received. Factors to consider when drafting this list include: the type of request received, the type of agency or law enforcement unit making the request, whether or not a warrant is presented, and whether or not exigent circumstances are claimed. **Issue 120, October 2025**

Document Status: Draft Update

STUDENTS

7:180 Prevention of and Response to Bullying, Intimidation, and Harassment

Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors and providing all students equal access to a safe, non-hostile learning environment are important District goals.

Bullying on the basis of actual or perceived race, color, religion, sex, national origin, ancestry, physical appearance, socioeconomic status, academic status, pregnancy, parenting status, homelessness, age, marital status, physical or mental disability, military status, sexual orientation, gender-related identity or expression, unfavorable discharge from military service, order of protection status, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic **is prohibited** in each of the following situations:

1. During any school-sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school-sponsored or school-sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.
4. Through the transmission of information from a computer that is accessed at a non-school-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the School District or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This paragraph (item #4) applies only when a school administrator or teacher receives a report that bullying through this means has occurred; it does not require staff members to monitor any non-school-related activity, function, or program.

Definitions from 105 ILCS 5/22-110~~27-23.7~~ [PRESSPlus1](#)

Artificial intelligence means a machine-based system that, for explicit or implicit objectives, infers, from the input it receives, how to generate outputs such as predictions, content, recommendations, or decisions that can influence physical or virtual environments. Artificial intelligence includes generative artificial intelligence.

Bullying includes *cyberbullying* and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing the student or students in reasonable fear of harm to the student's or students' person or property;
2. Causing a substantially detrimental effect on the student's or students' physical or mental health;
3. Substantially interfering with the student's or students' academic performance; or

4. Substantially interfering with the student's or students' ability to participate in or benefit from the services, activities, or privileges provided by a school.

Bullying may take various forms, including without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, posting or distributing sexually explicit images, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive.

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*. *Cyberbullying* also includes the posting or distribution of an unauthorized digital replica by electronic means if the posting or distribution creates any of the effects enumerated in the definition of *bullying*. [PRESSPlus2](#)

Digital replica means a newly created, electronic representation of the identity of an actual individual created using a computer, algorithm, software, tool, artificial intelligence, or other technology that is fixed in a sound recording or audiovisual work in which that individual did not actually perform or appear and that is so realistic that a reasonable observer would believe it is a performance by the individual being portrayed and no other individual.

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, (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.

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 social workers, school counselors, school psychologists, school nurses, cafeteria workers, custodians, bus drivers, school resource officers, and security guards.

Unauthorized digital replica means the use of a digital replica of an individual without the consent of the depicted individual.

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.

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, Title IX 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.

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4. Consistent with federal and State laws and rules governing student privacy rights, the parents/guardians of all students involved in an alleged incident of bullying will be notified of such, along with threats, suggestions, or instances of self-harm determined to be the result of bullying, within 24 hours after the school's administration is made aware of the student's involvement in the incident. As appropriate, the school's administration shall also discuss the availability of social work services, counseling, school psychological services, other

interventions, and restorative measures. The school shall make diligent efforts to notify a parent or legal guardian, utilizing all contact information the school has available or that can be reasonably obtained within the 24-hour period.

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 their 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 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 falsely accused another of bullying, as a means of retaliation, as a means of bullying, or provided 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.
8. The District's bullying prevention and response plan is based on the engagement of a range of school stakeholders, including students and parents/guardians.
9. The Superintendent or designee shall post this policy on the District's publicly accessible website, 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.
10. Pursuant to State law and Board 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:
 - 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 specifying the date of adoption (indicated by month, date, and year) [PRESSPlus3](#) 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
- 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. Reviews and re-evaluations in years they are due must be submitted to ISBE by September 30.

- 11. 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 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. 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*. Any person may use this policy to complain about discrimination or harassment on the basis of race, color, or national origin in violation of Title VI of the Civil Rights Act of 1964 and/or the Illinois Human Rights Act.
 - d. 6:60, *Curriculum Content*. Bullying prevention and character instruction is provided in all grades in accordance with State law.
 - e. 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.
 - f. 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.
 - g. 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).
 - h. 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.
 - i. 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.

- j. 7:315, *Restrictions on Publications; High 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), [5/22-110](#), and [5/24-24](#), and [5/27-23.7](#).

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

[775 ILCS 5/1-103](#), Ill. Human Rights Act.

[23 Ill.Admin.Code §§1.240](#), [1.280](#), and [1.295](#).

CROSS REF.: 2:240 (Board Policy Development), 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 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 (Anaphylaxis Prevention, Response, and Management Program), 7:315 (Restrictions on Publications; High Schools)

Adopted: July 28, 2025

PRESSPlus Comments

PRESSPlus 1. All definitions are directly from 105 ILCS 5/22-110, amended by P.A. 104-338, eff. 7-1-26, and renumbered by P.A. 104-391, or any other statutes it incorporates by reference. **Issue 120, October 2025**

PRESSPlus 2. This sentence is required beginning with the 2026-27 school year. 105 ILCS 5/22-110, amended by P.A. 104-338, eff. 7-1-26, and renumbered by P.A. 104-391. **Issue 120, October 2025**

PRESSPlus 3. Including the month, date, and year that an updated policy was adopted is required by 23 Ill. Admin.Code §1.295(c)(2). **Issue 120, October 2025**

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.
6. 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. Students may possess cell phone/electronic communication devices while on school property, and may use these devices only during passing periods or in the cafeteria during lunch hours. Students may not use cell phone/electronic devices during instructional time or academic areas except at the direction of the classroom teacher for educational purposes.
7. *Sexting*, which, for purposes of this policy, is the act of creating, sending, sharing, viewing, receiving, or possessing sexually explicit messages, images, or videos electronically, regardless of whether they are authentic or computer-generated, through the use of a computer, electronic communication device, or cellular phone. Sexting also includes creating, sending, sharing, viewing, receiving, or possessing *indecent visual depictions*, *non-consensual dissemination of private sexual images*, and *non-consensual dissemination of sexually explicit digitized depictions*, as defined in State law.
8. Using or possessing a laser pointer unless under a staff member's direct supervision and in the

context of instruction.

9. 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.
10. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, using a writing service and/or generative artificial intelligence technology in place of original work unless specifically authorized by staff, wrongfully giving or receiving help during an academic examination, altering report cards, and wrongfully obtaining test copies or scores.
11. 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.
12. 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.
13. Teen dating violence, as described in Board policy 7:185, *Teen Dating Violence Prohibited*.
14. Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's personal property.
15. Entering school property or a school facility without proper authorization.
16. 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.
17. Being absent without a recognized excuse; State law and Board of Education policy regarding truancy control will be used with chronic and habitual truants.
18. 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.
19. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia.
20. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism, and hazing.
21. 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 their duties or employment status or status as a student inside the school.
22. 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.
23. 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 may also be restricted from being on school grounds and at school activities.
12. Expulsion from school and all school activities for a definite time period not to exceed two calendar years in accordance with Board policy 7:210, *Expulsion Procedures*. A student who has been expelled may also be restricted from being on school grounds and at school activities.
13. Transfer to an alternative program if the student is expelled 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 in all circumstances. *Corporal punishment* is defined as a discipline method in which a person deliberately inflicts pain upon a student in response to the student's unacceptable behavior or inappropriate language, with an aim to halt an offense, prevent its recurrence, or set an example for others. It includes 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 permitted by [105 ILCS 5/10-20.33](#).

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](#), Ill. State Board of Education (ISBE) rules ([23 Ill.Admin.Code §§1.280, 1.285](#)), and the District's procedure(s).

Weapons

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

1. A *firearm*, meaning any gun, rifle, shotgun, or weapon as defined by Section 921 of Title 18 of the United States Code ([18 U.S.C. § 921](#)), firearm as defined in Section 1.1 of the Firearm Owners Identification Card Act ([430 ILCS 65/](#)), or firearm as defined in Section 24-1 of the Criminal Code of 2012 ([720 ILCS 5/24-1](#)).
2. A knife, brass knuckles, or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm, including *look-alikes* of any *firearm* as defined above.

The expulsion requirement under either paragraph one or two above may be modified by the Superintendent or designee, and the Superintendent's determination may be modified by the Board on a case-by-case basis.

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

Upon receiving a report of (1), above, the Building Principal or designee shall immediately notify local law enforcement. If the report of (1), above, pertains to a threat of firearm violence made by a student, the Building Principal or designee shall attempt to notify the student's parent/guardian as soon as possible and shall further attempt to contact the parent/guardian to ensure that the student does not have access to a firearm. [PRESSPlus1](#) In addition, upon receiving a report on any of the above (1)-(3), the Building Principal or designee shall notify the Superintendent or designee and, if a student is reportedly in possession of a firearm or threatens firearm violence, also any involved student's parent/guardian.

Upon receiving a report on any of the above (1)-(3), the Superintendent or designee shall immediately notify local law enforcement. The Superintendent or designee shall also report these incidents to ISBE through its web-based School Incident Reporting System as they occur during the year and no later than July 31 for the preceding school year.

Delegation of Authority

Each teacher, and any other school personnel when students are under their 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 licensed educational employees, and any other persons (whether or not a licensed employee) providing a related service for or with respect to a student, may only use reasonable force as permitted by [105 ILCS 5/10-20.33](#). Teachers may temporarily remove students from a classroom for disruptive behavior.

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

Student Handbook

The Superintendent or designee, 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.

LEGAL REF.:

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

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

[105 ILCS 5/10-20.5b](#), [5/10-20.14](#), [5/10-20.28](#), [5/10-20.36](#), [5/10-21.7](#), [5/10-21.10](#), [5/10-22.6](#), [5/10-27.1A](#), [5/10-27.1B](#), [5/22-33](#), [5/22-100](#), [5/22-110](#), [5/24-24](#), [5/26-12](#), [5/27-240](#)~~27-23.7~~, and 5/31-3.

~~105 ILCS 110/3.10, Critical Health Problems and Comprehensive Health Education Act.~~

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

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

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

[23 Ill.Admin.Code §1.280](#).

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 [Law Enforcement Requests](#) ~~Police Interviews~~), 7:160 (Student Appearance), 7:170 (Vandalism), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 7:220 (Bus Conduct), 7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:270 (Administering Medicines to Students), 7:315 (Restrictions on Publications; High Schools), 8:30 (Visitors to and Conduct on School Property)

Adopted: July 28, 2025

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/10-27.1A(b), amended by P.A. 104-174. **Issue 120, October 2025**

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 5/27-215 7~~ (requiring education for students on mental health and illness ~~to develop a sound mind and a healthy body~~). [PRESSPlus1](#)
 - b. For staff, implementation will incorporate Board policy 5:100, *Staff Development Program*, and teacher's institutes under [105 ILCS 5/3-14.8](#) (requiring coverage of the warning signs of suicidal behavior).
2. Procedures for methods of suicide prevention with the goal of early identification and referral of students possibly at risk of suicide. Implementation will incorporate:
 - a. The training required by [105 ILCS 5/10-22.39](#) for all District staff 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. Implementation will incorporate paragraph number 2, above, along with Board policies:

- a. 6:65, *Student Social and Emotional Development*, implementing the goals and benchmarks of the Ill. Learning Standards and [405 ILCS 49/15\(b\)](#) (requiring student social and emotional development in the District's educational program);
 - b. 6:120, *Education of Children with Disabilities*, implementing special education requirements for the District;
 - c. 6:140, *Education of Homeless Children*, implementing provision of District services to students who are homeless;
 - d. 6:270, *Guidance and Counseling Program*, implementing guidance and counseling program(s) for students, and [105 ILCS 5/10-22.24a](#) and [22.24b](#), which allow a qualified guidance specialist or any licensed staff member to provide school counseling services;
 - e. 7:10, *Equal Educational Opportunities*, and its implementing administrative procedure and exhibit, implementing supports for equal educational opportunities for students who are LGBTQ;
 - f. 7:50, *School Admissions and Student Transfers To and From Non-District Schools*, implementing State law requirements related to students who are in foster care;
 - g. 7:250, *Student Support Services*, implementing the Children's Mental Health Act, [405 ILCS 49/](#) (requiring protocols for responding to students with social, emotional, or mental health issues that impact learning ability); and
 - h. State and/or federal resources that address emotional or mental health safety plans for students who are possibly at an increased risk for suicide, if available on the ISBE's website pursuant to *Ann Marie's Law*.
4. Methods of responding to a student or staff suicide or suicide attempt. Implementation of this requirement shall incorporate building-level Student Support Committee(s) established through Board policy 7:250, *Student Support Services*.
 5. Reporting procedures. Implementation of this requirement shall incorporate Board policy 6:270, *Guidance and Counseling Program*, and Board policy 7:250, *Student Support Services*, in addition to other State and/or federal resources that address reporting procedures.
 6. A process to incorporate ISBE-recommended resources on youth suicide awareness and prevention programs, including current contact information for such programs in the District's Suicide and Depression Awareness and Prevention Program.

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 and staff [PRESSPlus2](#) identification (ID) cards, the District's website, and [student handbooks](#) and planners will contain the support information as required by State law.

Implementation

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

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

LEGAL REF.:

[42 U.S.C. § 12101 et seq.](#), Individuals with Disabilities Education Act.

105 ILCS 5/2-3.166, ~~105 ILCS 5/2-3.139~~, 5/3-14.8, ~~5/10-20.76~~, 5/10-20.81, 5/10-22.24a, 5/10-22.24b, 5/10-22.39, 5/14-1.01 et seq., 5/14-7.02, ~~and 5/14-7.02b~~, and 5/27-2157.

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

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

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

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

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

Adopted: May 20, 2024

PRESSPlus Comments

PRESSPlus 1. Updated in response to 105 ILCS 5/27-215, added by P.A. 104-391. **Issue 120, October 2025**

PRESSPlus 2. Updated in response to 105 ILCS 5/10-20.81, amended by P.A. 104-264, eff. 1-1-26, requiring districts to insert the same contact information for suicide prevention helplines required for student ID cards on employee ID cards for employees serving any of grades 6 through 12. **Issue 120, October 2025**

Document Status: Draft Update

STUDENTS

7:315 Restrictions on Publications; High Schools

Definitions

Libel means the willful or negligent publication of provably false and unprivileged statements of fact that do demonstrable harm to a living person's reputation.

Obscene means lewd; impure; indecent; calculated to shock the moral sense of humans by a disregard of chastity or modesty. Objectionable or offensive to accepted standards of decency.

School official means a Building Principal or designee.

School-sponsored media means any material that is prepared, substantially written, published, or broadcast by a student journalist, distributed or generally made available to members of the student body, and prepared under the direction of a student media advisor. It does not include media intended for distribution or transmission solely in the classroom in which the media is produced.

Slander means the speaking of false statements of fact that seriously harm a living person's reputation.

Student journalist means a public high school student who gathers, compiles, writes, edits, photographs, records, or prepares information for dissemination in school-sponsored media.

Student media adviser means an individual employed, appointed, or designated by the District to supervise or provide instruction relating to school-sponsored media.

School-Sponsored Media

School-sponsored publications, productions, and websites are governed by the Speech Rights of Student Journalists Act and Board of Education policies, and student journalists are responsible for determining the news, opinion, feature, and advertising content of those publications, productions, and websites.

Student journalists shall strive to:

1. Make decisions based upon news value and guided by the Code of Ethics provided by the Society of Professional Journalists, National Scholastic Press Association, Journalism Education Association, or other relevant group;
2. Produce media based upon professional standards of accuracy, objectivity, and fairness;
3. Review material to improve sentence structure, grammar, spelling, and punctuation;
4. Check and verify all facts and verify the accuracy of all quotations; and
5. In the use of personal opinions, editorial statements, and/or letters to the editor, determine the need to provide opportunity and space for the expression of differing opinions within the same media to align with the District's media literacy curriculum mandate in 105 ILCS 5/27

Student journalists may not create, produce, or distribute school-sponsored media that:

1. Is libelous, slanderous, or obscene;
2. Constitutes an unwarranted invasion of privacy;
3. Violates federal or State law, including the Constitutional rights of third parties; or
4. Incites students to:
 - a. Commit an unlawful act;
 - b. Violate any of the District's policies; or
 - c. Materially and substantially disrupt the orderly operation of the school.

The District will not engage in prior restraint of material prepared by student journalists for school-sponsored media, unless the material fits into one of the four prohibited categories listed above, in which case the Superintendent or designee and/or student media adviser may review, edit, and delete such media material before publication or distribution of the media.

No expression made by students in the exercise of freedom of speech or freedom of the press under this policy shall be deemed to be an expression of the District or an expression of Board policy.

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 files, flash memory, etc.), or combinations of these whether off-line (e.g., a printed book, digital files, 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 or voice messages delivered by cell phones, tablets, and other hand-held devices).

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 District.

Students are prohibited from creating, distributing, and/or accessing at school any publication that:

1. Will cause a material and 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, slanderous or obscene, 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 policy 7:190, *Student Behavior*, and/or Student Handbooks;
4. Is reasonably viewed as promoting illegal drug use; or
5. Encourages or incites students to violate any Board policies.

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 ~~5/22-110~~ ~~5/27-20.08~~ and ~~5/27-23.7~~, 5/27-405, and 5/27-415 (scheduled for repeal on 7-1-27).

[105 ILCS 80/](#), Speech Rights of Student Journalists Act.

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

[Hazelwood v. Kuhlmeier](#), 484 U.S. 260 (1988).

[Morse v. Frederick](#), 551 U.S. 393 (2007).

[Hedges v. Wauconda Cmty. Unit Sch. Dist. No. 118](#), 9 F.3d 1295 (7th Cir. 1993).

CROSS REF.: 1:30 (School District Philosophy), 6:10 (Educational Philosophy and Objectives), 6:65 (Student Social and Emotional Development), 6:235 (Access to Electronic Networks), 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment), 7:190 (Student Behavior), 8:25 (Advertising and Distributing Materials in Schools Provided by Non-School Related Entities)

Adopted: July 28, 2025

PRESSPlus Comments

PRESSPlus 1. 105 ILCS 5/27-415, renumbered by P.A. 104-391 and scheduled for repeal on 7-1-27, addressing the requirements for media literacy instruction through the 2026-2027 school year. Beginning with the 2027-2028 school year, media literacy instruction is combined with instruction on Internet safety under 105 ILCS 5/27-405(c), added by P.A. 104-391. **Issue 120, October 2025**

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 professionals ~~officers~~ [PRESSPlus1](#) 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 professionals ~~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 years who has been arrested or taken into custody.

State and federal law grants students, parents/guardians, and when applicable, the Ill. Dept. of Children and Family Services' Office of Education and Transition Services, certain rights, including the right to inspect, copy, and/or 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 their child. The District will comply with State or federal law with regard to release of a student's school records, including, where applicable, without notice to, or the consent of, the student's parent/guardian or eligible student. 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.

LEGAL REF.:

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

[50 ILCS 205/7](#), Local Records Act.

[105 ILCS 5/10-20.12b](#), [5/10-20.40](#), [5/14-1.01](#) et seq., and [5/26A-30](#).

[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), 7:255 (Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence), 7:345 (Use of Educational Technologies; Student Data Privacy and Security)

Adopted: July 28, 2025

PRESSPlus Comments

PRESSPlus 1. Revised in #2 and #3 to match the text of the Illinois School Student Records Act (ISSRA). **Issue 120, October 2025**

Document Status: Draft Update

COMMUNITY RELATIONS

8:30 Visitors to and Conduct on School Property

The following definitions apply to this policy:

School property - District and school buildings, grounds, and parking areas; vehicles used for school purposes; and any location used for a Board of Education meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities.

Visitor - Any person other than an enrolled student or District employee.

All visitors to school property are required to report to the Building Principal's office and receive permission to remain on school property. All visitors must sign a visitors' log, show identification, and wear a visitor's badge. When leaving the school, visitors must return their badge. On those occasions when large groups of parents/guardians, friends, and/or community members are invited onto school property or when community members are attending Board meetings, visitors are not required to sign in but must follow school officials' instructions. Persons on school property without permission will be directed to leave and may be subject to criminal prosecution.

Except as provided in the next paragraph, any person wishing to confer with a staff member should contact that staff member to make an appointment. Conferences with teachers are held, to the extent possible, outside school hours or during the teacher's conference/preparation period.

Requests to access a school building, facility, and/or educational program, or to interview personnel or a student for purposes of assessing the student's special education needs, should be made at the appropriate building. Access shall be facilitated according to guidelines from the Superintendent or designee.

The School District expects mutual respect, civility, and orderly conduct among all people on school property or at a school event. No person on school property or at a school event (including visitors, students, and employees) shall perform any of the following acts:

1. Strike, injure, threaten, harass, or intimidate a staff member, Board member, sports official or coach, or any other person.
2. Behave in an unsportsmanlike manner, or use vulgar or obscene language.
3. Unless specifically permitted by State law, possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device.
4. Damage or threaten to damage another's property.
5. Damage or deface school property.
6. Violate any Illinois law, or town or county ordinance.
7. Smoke or otherwise use tobacco products.
8. Distribute, consume, use, possess, or be impaired by or under the influence of an alcoholic beverage, cannabis, other lawful product, or illegal drug.
9. Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug

consumption is detectible, regardless of when and/or where the use occurred.

10. Use or possess medical cannabis, unless they have complied with policy 7:270, *Administering Medicines to Students*, implementing *Ashley's Law*.
11. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner).
12. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the Board.
13. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized District employee's directive.
14. Engage in any risky behavior, including roller-blading, roller-skating, or skateboarding.
15. Violate other District policies or regulations, or a directive from an authorized security officer or District employee.
16. Engage in any conduct that interferes with, disrupts, or adversely affects the District or a School function.

Convicted Child Sex Offender

State law prohibits a child sex offender from being present on school property or loitering within 500 feet of school property when persons under the age of 18 are present, unless the offender is:

1. A parent/guardian of a student attending the school and has notified the Building Principal of their presence at the school for the purpose of: (i) attending a conference at the school with school personnel to discuss the progress of their child academically or socially, (ii) participating in child review conferences in which evaluation and placement decisions may be made with respect to their child regarding special education services, or (iii) attending conferences to discuss other student issues concerning their child such as retention and promotion; or
2. Has permission to be present from the Board, Superintendent, or Superintendent's designee. If permission is granted, the Superintendent or Board President shall provide the details of the offender's upcoming visit to the Building Principal.

In all cases, the Superintendent, or designee who is a ~~licensed~~certified [PRESSPlus1](#) employee, shall supervise a child sex offender whenever the offender is in a child's vicinity.

Exclusive Bargaining Representative Agent

Upon notifying the Building Principal's office, authorized agents of an exclusive bargaining representative will be provided reasonable access to employees in the bargaining unit they represent in accordance with State law. Such access shall be conducted in a manner that will not impede the normal operations of the District.

Enforcement

Any staff member may request identification from any person on school property; refusal to provide such information is a criminal act. The Building Principal or designee shall seek the immediate removal of any person who refuses to provide requested identification.

Any person who engages in conduct prohibited by this policy may be ejected from or denied admission to school property in accordance with State law. The person also may be subject to being denied admission to school athletic or extracurricular events for up to one calendar year in accordance with the procedures below.

Procedures to Deny Future Admission to Athletic or Extracurricular School Events

Before any person may be denied admission to athletic or extracurricular school events, the person has a right to a hearing before the Board. The Superintendent may refuse the person admission pending such hearing. The Superintendent or designee must provide the person with a hearing notice, delivered or sent by certified mail with return receipt requested, at least ten days before the Board hearing date. The hearing notice must contain:

1. The date, time, and place of the Board hearing;
2. A description of the prohibited conduct;
3. The proposed time period that admission to school events will be denied; and
4. Instructions on how to waive a hearing.

LEGAL REF.:

[20 U.S.C. §7971](#) *et seq.*, Pro-Children Act of 2001.

[Nuding v. Cerro Gordo Community Unit School Dist.](#), 313 Ill. App.3d 344 (4th Dist. 2000).

[105 ILCS 5/10-20.5](#), [10-20.5b](#), [5/10-22.10](#), [5/22-33](#), [5/22-110](#), and [5/24-25](#), and [5/27-23.7\(a\)](#). [PRESSPlus2](#)

[115 ILCS 5/3](#)(c), Ill. Educational Labor Relations Act.

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

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

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

[720 ILCS 5/11-9.3](#), [5/21-1](#), [5/21-1.2](#), [5/21-3](#), [5/21-5](#), [5/21-5.5](#), [5/21-9](#), and [5/21-11](#).

CROSS REF.: 2:200 (Types of Board of Education Meetings), 2:230 (Public Participation at Board of Education Meetings and Petitions to the Board), 4:170 (Safety), 5:50 (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition), 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:190 (Student Behavior), 7:270 (Administering Medicines to Students), 8:20 (Community Use of School Facilities)

Adopted: May 20, 2024

PRESSPlus Comments

PRESSPlus 1. Updated for continuous improvement. **Issue 120, October 2025**

PRESSPlus 2. The Legal References are updated in response to P.A. 104-391. **Issue 120, October 2025**