

**PROSPECT HEIGHTS SCHOOL DISTRICT 23
BOARD OF EDUCATION - REGULAR MEETING
WEDNESDAY, MAY 10, 2017
GRODSKY ADMINISTRATION CENTER at 7:00 PM**

Achieving excellence in learning through an equitable education for all.

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

I. RECOGNITION OF VISITORS AND VISITOR PARTICIPATION

In an effort to keep Board meetings to a reasonable length, we ask visitors to make all statements regarding agenda items or other issues at this time.

II. COMMUNICATIONS

- A. Thank you note 4
- B. 2017 Employee Recognition 5

III. COMMITTEE REPORTS

- A. Building and Sites
Pat will report.
- B. I.A.S.B./ED-RED 7
Mari-Lynn will report.
- C. Policy
No report.
- D. School/Community Relations
Jeff will report.
- E. N.S.S.E.O.
Carol will report.
- F. Finance
Mari-Lynn will report.
- G. Negotiations
No report.

IV. CONSENT AGENDA

The policies in the consent agenda were discussed by the Board in April.

I move to approve the consent agenda as presented.

- A. Approval of minutes from April 26, 2017 9
- B. Approval of Personnel Report 14
- C. Policy Second Reading/Adoption 15
- D. Brecht's Database Solutions, Inc. 28
- E. Scheduling and Work Order Software 34

V. FINANCIAL REPORT

I move to approve the financial report as presented.

- A. Approval of Financial Report 37

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AGENDA

VI. SUPERINTENDENT'S REPORT

- A. Approval of NSSEO Budget Resolution (**ACTION**) 77
The NSSEO budget was reviewed in April. There have been no questions. NSSEO asks that local Boards approve the budget in May so that their budget can be adopted in June. The budget reflects a continued decline in NSSEO purchased services. Anticipated savings over 2017 are just over \$100,000.
I move to approve the 2017-2018 NSSEO Budget as presented.
- B. Approval of Intergovernmental Agreement for Food Service between Arlington Heights School District 25 and Prospect Heights School District 23 (**ACTION**) 110
This intergovernmental agreement is the renewal of our agreement with District 25 to provide food service within the guidelines of the National School Lunch Program and to maintain various aspects of the reporting process. Boards are now required to approve the agreement annually.
I move to approve the Intergovernmental Agreement for Food Service between Arlington Heights School District 25 and the Prospect Heights School District.
- C. Information regarding Science Curriculum and Materials for 2017-2018 (**INFORMATION**) 115
Don's memo reviews the process for selection and the anticipated costs for the implementation of the science curriculum for 2017-2018. The contract for Mystery Science will appear in the June Board packet for approval.
- D. Information regarding Early Childhood Curriculum Curriculum and Equipment (**INFORMATION**) 127
Don's memo breaks down the costs for Creative Curriculum, Teaching Strategies Gold and the anticipated expenditures for classroom equipment. The contracts for Creative Curriculum and Teaching Strategies Gold will appear in the June Board packet. On Thursday we learned that our Early Childhood program earned Gold Status from the Illinois State Board of Education monitoring agency. Hats off to our Early Childhood team.
- E. 2017 ESY Summer School Program (**INFORMATION**) 128
The Board of Education is required to offer an Extended School Year for students with disabilities who meet certain criteria. This year's program will be held at Eisenhower school. The students receive 60 hours of instruction. The program will run June 14 - July 13. Hours of operation are 8:30 pm - 12:00 pm. Bus transportation is provided as required by law.
- F. Freedom of Information Act Requests (FOIA) (**INFORMATION**)
1. Request for records 129

VII. RECOGNITION OF VISITORS AND VISITOR PARTICIPATION

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AGENDA

statements regarding agenda items or other issues at this time.

VIII. OLD BUSINESS

IX. NEW BUSINESS

Due to a scheduling conflict there is a request from Jeff to move our meeting from June 14 to June 12. The time will remain the same at 7:00 pm. Please bring your calendars.

A. Meeting date for June. Suggested date June 12 at 7:00 pm

X. EXECUTIVE SESSION

I move we adjourn to Executive Session for matters regarding personnel, negotiations, litigation, purchase or lease of real property and for the selection of a person to fill the board vacancy. A new Board member will be appointed after closed session.

A. Personnel

B. Negotiations

C. Litigation

D. Purchase or Lease of Real Property

E. Selection of a Person to Fill a Board Vacancy

XI. ACTION TO BE TAKEN AFTER EXECUTIVE SESSION

A. Appointment of New District 23 Board of Education Member

I move to appointment _____ to the District 23 Board of Education to fulfill the two year term.

XII. ADJOURNMENT

DISTRICT ORGANIZATIONAL GOALS

- Provide educational opportunities that are responsive to the needs of all learners and reflective of the demands of accountability.
- Engage families, community members and staff in dialogue, deliberation and collaborative thinking around the common interests of District 23.
- Manage resources efficiently and effectively to align with District priorities while being fiscally responsible



We shall always remember
with deep gratitude
your comforting expression
of sympathy.

The family of
Daniel Walter Kreutzer

*Please Join Us
For the*

2017 EMPLOYEE RECOGNITION

Wednesday, May 31, 2017

Beginning at 3:00 p.m.

*Hors D'Oeuvres
& Cash Bar*

@

Old Orchard Country Club

700 W. Rand Road

Mt. Prospect, IL 60056

*Hosted by the Prospect Heights District 23
Board of Education*

RSVP to your building secretary

By May 22nd

10-YEAR AWARD

Kevin Bazan

Steve Lee

Carlos Rubio

Joe Behun

Maggie Leja

Megan Windsor

Debbie Gardiner

Megan Murray

Abra Zaveduk

Megan Rieger

Tina Polster

20-YEAR AWARD

Michelyn Sabath

25-YEAR AWARD

Linda Robideau

30-YEAR AWARD

Mimi Gember

Paula Goldberg

RETIREES

Cathy Anderson

Paula Goldberg

Janice Hurley

Steve Lee

Mary Jo Reynolds

Linda Robideau

Deb Wilson

MEMORANDUM

To: Board Presidents, Superintendents and
IASB Member Districts

From: Ben Schwarm, Deputy Executive Director
Illinois Association of School Boards

Date: April 3, 2017

Plans are well underway for the 2017 IASB/IASA/IASBO Joint Annual Conference. The IASB Delegate Assembly will be held in conjunction with Conference, November 17-19, 2017, to conduct the annual business of the Association. One of the most important components of that meeting is the consideration of resolutions submitted by member boards. Enclosed are copies of the Resolution submission form to be used this year, and a fillable form is on www.iasb.com. As an Active Member of the Association, your board is invited to submit proposals for:

- *New IASB Resolutions;
- *Amendments to existing Position Statements;
- *Reaffirmation of existing Position Statements; or
- *Belief Statements

The submission deadline is Wednesday, June 21, 2017. However, earlier submission will allow our staff to better serve you in preparing background material for the Resolutions Committee. IASB staff will review each proposal and consult with your board representative and/or superintendent. Should you wish to appear before the Resolutions Committee, meetings will be scheduled to provide that opportunity. While anyone selected by your board is welcome at these meetings, at least one board member must be present to speak to the resolution.

The resolutions process is one of the most important undertaken by your Association. The decision of the Delegate Assembly regarding proposed resolutions determines our future direction. It is important that all participate in this process. If you have questions please contact our governmental relations department in Springfield. Thanks for your continued interest and support.

PLEASE REPLY TO:

☐ 2921 Baker Drive
Springfield, Illinois
62703-5929
217/528-9688
Fax: 217/528-2831

☐ One Imperial Place
1 East 22nd Street
Suite 20
Lombard, Illinois
60148-6120
630/629-3776
Fax: 630/629-3940

OFFICERS

Phil Pritzker
President

Joanne Osmond
Vice President

Karen Fisher
Immediate Past President

Thomas Neeley
Treasurer

Roger L. Eddy
Executive Director

RESOLUTION

2017 Delegate Assembly

INSTRUCTIONS:

1. Use a separate form for each resolution or amendment.
2. Submit a typed original copy of the completed form to:
IASB RESOLUTIONS COMMITTEE
Ben Schwarm
2921 Baker Drive
Springfield, Illinois 62703-5929

<i>Rec'd</i> _____, 2017
<i>Resolution No. 01</i> _____
<i>Notified</i> _____, 2017

Resolutions must be postmarked by: **Wednesday, June 21, 2017**

3. Include the name, address and day telephone of a board member to be contacted regarding the resolution.
4. Retain a file copy.
5. Submit any additional supportive material as an attachment. Do not use the back of this form. Attach additional pages if necessary.

District Name _____	District Number _____
Board Member Contact _____	Telephone _____
email address _____	
Mailing Address _____	City _____ Zip _____
Superintendent _____	Telephone _____
email address _____	
District Address _____	City _____ Zip _____

Check one: New Resolution Amendment to a Position Statement Reaffirmation Belief Statement

Statement of Resolution:

Be it resolved that the Illinois Association of School Boards shall:

Statement of Rationale:

Approved by vote of the Board of Education on _____, 2017
Signed (board president or secretary) _____

MINUTES OF THE RE-ORGANIZATION MEETING
OF THE
BOARD OF EDUCATION
PROSPECT HEIGHTS SCHOOL DISTRICT 23
APRIL 26, 2017
GRODSKY ADMINISTRATION CENTER

Mrs. Mari-Lynn Peters, Board President, called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL:

PRESENT: Mr. Novak, Mrs. Olsen, Mrs. Peters, Mr. Bednar,
Mrs. Botwinski, Mr. Bowes, Mr. Chester

ABSENT: None

ALSO

PRESENT: Dr. Deb Wilson, Superintendent, Dr. Don Angelaccio, Assistant
Superintendent for Instruction.

RECOGNITION OF VISITORS AND VISITOR PARTICIPATION

No one addressed the Board.

CONSENT AGENDA

APPROVAL OF REGULAR MEETING MINUTES

Mrs. Olsen moved and Mrs. Botwinski seconded the motion to approve the
Regular Meeting Minutes of April 12, 2017 as presented.

ROLL CALL:

AYES: Mr. Novak, Mrs. Olsen, Mrs. Peters, Mr. Bednar,
Mrs. Botwinski, Mr. Bowes, Mr. Chester

NAYS: None

APPROVAL OF THE EXECUTIVE SESSION MEETING MINUTES

Mrs. Olsen moved and Mrs. Botwinski seconded the motion to approve the Executive Session Minutes of April 12, 2017 as presented.

ROLL CALL:

AYES: Mr. Novak, Mrs. Olsen, Mrs. Peters, Mr. Bednar,
Mrs. Botwinski, Mr. Bowes, Mr. Chester
NAYS: None

GOODBY TO MRS. OLSEN

Mrs. Olsen was released from her service on the Board.

Mrs. Peters gave a nice overview of Mrs. Olsen 13 years, on the Board. Mrs. Peters mentioned many antidotes, quotes, and votes, and thanked Mrs. Olsen for all her efforts during her tenure.

Dr. Wilson then presented Mrs. Olsen with a small token of their appreciation for her dedication and hard work.

Mrs. Olsen then graciously thanked everyone and shared her appreciation for the time she was able to participate as a Board Member, adding she was leaving with sorrow, but looking forward to new opportunities.

Before the reorganization, Mrs. Peter's shared with the remaining Board members; there will be a Special Meeting on May 10th at 6:00 p.m. with the purpose of interviewing for the vacant Board seat. The time may change in the event of more applicants.

ELECTION OF PRESIDENT AND SECRETARY PRO-TEM FOR THE PURPOSE OF BOARD REORGANIZATION

Mrs. Peters appointed Mr. Bowes as the President Pro-Tem and Mr. Bowes appointed Cathy Anderson as the Secretary Pro-Tem.

ROLL CALL:

AYES: Mr. Novak, Mrs. Peters, Mr. Bednar,
Mrs. Botwinski, Mr. Bowes, Mr. Chester
NAYS: None

ADMINISTER OATH OF OFFICE

Mrs. Peters led the recitation by the Board of the Oath of Office said by all members.

ADMINISTER CODE OF CONDUCT

Dr. Wilson led the Board members reciting the Code of Conduct and verbally affirmed to abide by the code.

ELECTION OF OFFICERS

Mrs. Peters moved and Mr. Bowes seconded the motion to open nominations for the slate of officers.

VOICE VOTE:

AYES: Mr. Novak, Mrs. Peters, Mr. Bednar, Mrs. Botwinski,
Mr. Bowes, Mr. Chester
NAYS: None

Mrs. Peters nominated the slate of Mr. Bowes for Board President, Mr. Novak for Board Vice President, and Mrs. Peters for Board Secretary.

Mr. Bednar moved and Mrs. Botwinski seconded the motion to accept the slate of officers as presented.

VOICE VOTE:

AYES: Mr. Novak, Mrs. Peters, Mr. Bednar, Mrs. Botwinski,
Mr. Bowes, Mr. Chester
NAYS: None

APPOINTMENT OF COMMITTEE MEMBERS

Mr. Bowes, Board President, made the following committee appointments:

School/Comm. Relations:	Mr. Bowes	New
Policy:	Mr. Chester	New
Buildings & Sites:	Mr. Bowes	Mr. Chester
Finance:	Mrs. Peters	Mrs. Botwinski
NSSEO:	Mrs. Botwinski	TBD (alternate)
Negotiations:	Mr. Bednar	Mrs. Peters
	Mr. Novak	
IASB/ED-RED:	Mrs. Peters	Mr. Bowes

Mr. Bednar and Mr. Novak for Insurance Committee and Mr. Novak for Calendar Committee.

Finance Committee is next Tuesday at 7:00 a.m. Committee can then reset times. Building and Sites usual time as well.

CONSENT AGENDA

RESOLUTION TO ESTABLISH REGULAR BOARD MEETING ON THE SECOND WEDNESDAY OF EACH MONTH AT THE GRODSKY ADMINISTRATION CENTER AT 7:00 P.M.

Mr. Bednar moved and Mr. Novak seconded the motion to approve the Establishment of Regular Board Meeting Dates on the Second Wednesday of Each Month at the Grodsky Administration Center at 7:00 p.m.

ROLL CALL:

AYES: Mr. Novak, Mrs. Peters, Mr. Bednar, Mrs. Botwinski,
Mr. Bowes, Mr. Chester
NAYS: None

RESOLUTION AUTHORIZING PAYMENT OF BILLS

Mr. Bednar moved and Mr. Nowak seconded the motion to approve the Resolution Authorizing Payment of Bills as presented.

ROLL CALLS:

AYES: Mr. Novak, Mrs. Peters, Mr. Bednar, Mrs. Botwinski,
Mr. Bowes, Mr. Chester
NAYS: None

RECOGNITION OF VISITORS AND VISITOR PARTICIPATION

No one addressed the Board.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

There was no New Business.

EXECUTIVE SESSION

There was no Executive Session.

ADJOURNMENT

Mrs. Botwinski moved and Mrs. Peter's seconded the motion to adjourn at 7:35 p.m.

ROLL CALLS:

AYES: Mr. Novak, Mrs. Peters, Mr. Bednar, Mrs. Botwinski,
Mr. Bowes, Mr. Chester

NAYS: None

President

Secretary

Secretary

PERSONNEL REPORT

<u>Name</u>	<u>Position</u>	<u>Action</u>	<u>Effective</u>	<u>Salary</u>
1. Beth Stoken	Art Teacher Eisenhower	Rehire from Honorable Dismissal	08/21/2017	\$15,296
2. Crystalyn Boyer	Music Teacher Ross/Sullivan	Rehire from Honorable Dismissal	08/21/2017	\$33,541

DRAFT UPDATE

Prospect Heights School District 23

2:100

Board of Education

Board Member Conflict of Interest

No Board of Education member shall: ~~(1) have a beneficial interest directly or indirectly in any contract, work, or business of the District unless permitted by State or federal law; or (2) solicit or accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to agreements or contracts with the District. Situations in which the interest is not substantial or the gift is an unsolicited item of nominal value must comply with State law and Board policy 2:105, Ethics and Gift Ban.~~

Board members must annually file a *Statement of Economic Interests* as required by the Illinois Governmental Ethics Act. Each Board member is responsible for filing the statement with the county clerk of the county in which the District's main office is located by May 1.

LEGAL REF.: 5 ILCS 420/4A-101, 420/4A-105, 420/4A-106, and 420/4A-107.
50 ILCS 105/3.
105 ILCS 5/10-9.
2 C.F.R. §200.318(c)(1).

CROSS REF.: 2:105 (Ethics and Gift Ban), 4:60 (Purchases and Contracts), 5:120 (Employee Ethics and Conduct, and Conflict of Interest)

ADOPTED: February 13, 2013

Commented [APowell1]:

Updated in response to the federal regulations requiring written standards of conduct covering conflicts of interest and governing the actions of those engaged in the selection, award, and administration of contracts in compliance with 2 C.F.R. §200.318.

2 C.F.R. §200.318(c)(1) prohibits employees, officers, or agents of a school district from participating in the selection, award, or administration of a contract supported by a federal award if they have a real or apparent *conflict of interest*. Conflicts of interest arise when one of the following individuals has a financial or other interest in the entity selected for the award:

- a. School district employee, officer, or agent;
- b. Any member of the employee, officer, or agent's immediate family;
- c. The employee, officer, or agent's business partner, and
- d. An organization that employs or is about to employ one of the above.

For a discussion of what an *apparent conflict of interest* means, see the discussion about avoiding the *appearance of impropriety* discussed in the Ill. Council of School Attorneys' publication, **Answers to FAQs, Conflict of Interest and Incompatible Offices**, www.iasb.com/law/conflict.cfm.

Issue 94, March 2017

Commented [APowell2]:

The federal rule underlying this text provides flexibility for school districts to "set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value," along with "disciplinary actions to be applied for violations." Referring to sample policy 2:105, *Ethics and Gift Ban* for these standards provides clarity and consistency. Policy 2:105, *Ethics and Gift Ban* refers to **Limitations on Receiving Gifts** in the Ethics Act at 5 ILCS 430/10-10 – 10-30, along with discussion of the specific penalties available under the Ethics Act at 5 ILCS 430/50-5 in its **Enforcement** subhead.

Issue 94, March 2017

2:100

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DRAFT UPDATE

Prospect Heights School District 23

3:70

General School Administration

Succession of Authority

If the Superintendent, Building Principal, or other administrator is temporarily unavailable, the succession of authority and responsibility of the respective office shall follow a succession plan, developed by the Superintendent and ~~submitted to approved by~~ the Board of Education.

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 3:30 (Chain of Command)

ADOPTED: ~~February 13, 2013~~

Commented [APowell1]:

Submitting the succession plan to the board provides an opportunity for the superintendent to manage the district and provide leadership for the staff while allowing the board to monitor this policy and stay informed.

OPTION: If the Board would like to approve the succession plan, this policy will remain unchanged. Mark "YES" for the option on your Response Form, and only the adoption date will be updated.

Issue 94, March 2017

3:70

Page 1 of 1

DRAFT UPDATE

Operational Services

Identity Protection

The collection, storage, use, and disclosure of social security numbers by the School District shall be consistent with State and federal laws. The goals for managing the District's collection, storage, use, and disclosure of social security numbers are to:

1. Limit all activities involving social security numbers to those circumstances that are authorized by State or federal law.
2. Protect each social security number collected or maintained by the District from unauthorized disclosure.

The Superintendent is responsible for ensuring that the District complies with the Identity Protection Act, 5 ILCS 179/. Compliance measures shall include each of the following:

1. All employees having access to social security numbers in the course of performing their duties shall be trained to protect the confidentiality of social security numbers. Training should include instructions on the proper handling of information containing social security numbers from the time of collection through the destruction of the information.
2. Only employees who are required to use or handle information or documents that contain social security numbers shall have access to such information or documents.
3. Social security numbers requested from an individual shall be provided in a manner that makes the social security number easily redacted if the record is required to be released as part of a public records request.
4. When collecting a social security number or upon request by an individual, a statement of the purpose(s) for which the District is collecting and using the social security number shall be provided.

5. Notification to an individual as required by 815 ILCS 530/12 whenever his or her personal information was acquired by an unauthorized person; *personal information* means either:

a. ~~(a)~~ ~~is a~~ An individual's first name or first initial and last name in combination with any one or more of with his or her (i) social security number, (ii) driver's license number or State identification card number, ~~or (iii) financial account information (with any required security codes or passwords), (iv) medical information, (v) health insurance information, and/or (vi) unique biometric data or other unique physical or digital representation of biometric data, when either the name or the data elements are not encrypted or redacted or are encrypted or redacted but the keys to unencrypt or unredact or otherwise read the name or data elements have been acquired through the breach of security; or~~

~~a-b (b) a~~ An individual's username or email address, in combination with a password or security question and answer that would permit access to an online account, when either the username or email address or password or security question and answer are not encrypted or redacted or are encrypted or redacted but the keys to unencrypt or unredact or otherwise read the data elements have been obtained through the breach of security.

~~5-6~~ Disposal of materials containing personal information in a manner that renders the personal information unreadable, unusable, and undecipherable; *personal information* has the meaning stated in #5, above.

Commented [APowell1]:

The Identity Protection Act, 5 ILCS 179/ requires policy about identity protection and controls the policy's content. The Act defines *identity-protection policy* as "any policy created to protect social security numbers from unauthorized disclosure." This law contrasts with the Personal Information Protection Act discussed below, which may apply to school districts.

Issue 94, March 2017

Commented [APowell2]:

Updated in response to the Personal Information Protection Act, 815 ILCS 530/, amended by P.A. 99-503, which contains mandates for *government agencies* and *local governments*, and may apply to school districts.

Consult the Board attorney before adoption of this policy. Districts may choose to provide or implement more protections than the statutory requirements outlined here. Technology and best practices are constantly changing.

Issue 94, March 2017

DRAFT UPDATE

7. Notification, within 45 days of the discovery of a security breach, to the Illinois Attorney General:

- a. If the District suffers a breach of more than 250 Illinois residents; or
- a-b. When the District provides notice as required in #5. above.

~~6-8.~~ All employees must be advised of this policy's existence and a copy of the policy must be made available to each employee. The policy must also be made available to any member of the public, upon request.

No District employee shall collect, store, use, or disclose an individual's social security number unless specifically authorized by the Superintendent.

LEGAL REF.: 5 ILCS 179/, Identity Protection Act.
50 ILCS 205/3, Local Records Act.
105 ILCS 10/, Illinois School Student Records Act.
815 ILCS 530/, Personal Information Protection Act.

CROSS REF: 2:250 (Access to District Public Records), 5:150 (Personnel Records), 7:340 (Student Records)

ADOPTED: ~~August 7, 2013~~

Commented [APowell3]:
815 ILCS 530-12,(e), amended by P.A. 99-503.
Notification sooner is preferred, if it can be accomplished.
Issue 94, March 2017

DRAFT UPDATE

Prospect Heights School District 23

5:120

General Personnel

Employee Ethics; and Conduct; and Conflict of Interest

Professional and Appropriate Conduct

All District employees are expected to maintain high standards in their school relationships, to demonstrate integrity and honesty, to be considerate and cooperative, and to maintain professional and appropriate relationships with students, parents, staff members, and others. In addition, the *Code of Ethics for Illinois Educators*, adopted by the Illinois State Board of Education, is incorporated by reference into this policy. Any employee who sexually harasses a student or otherwise violates an employee conduct standard will be subject to discipline up to and including dismissal.

Statement of Economic Interests

The following employees must file a "Statement of Economic Interests" as required by the Illinois Governmental Ethics Act:

1. Superintendent;
2. Building Principal;
3. Head of any department;
4. Any employee who, as the District's agent, is responsible for negotiating one or more contracts, including collective bargaining agreement(s), in the amount of \$1,000 or greater;
5. Hearing officer;
6. Any employee having supervisory authority for 20 or more employees; and
7. Any employee in a position that requires an administrative or a chief school business official endorsement.

Ethics and Gift Ban

Board of Education policy 2:105, *Ethics and Gift Ban*, applies to all District employees. Students shall not be used in any manner for promoting a political candidate or issue.

Prohibited Interests; Conflict of Interest; and Limitation of Authority; and Outside Employment

In accordance with Section 22-5 of the School Code, "no school officer or teacher shall be interested in the sale, proceeds, or profits of any book, apparatus, or furniture used or to be used in any school with which such officer or teacher may be connected," except when the employee is the author or developer of instructional materials listed with the Illinois State Board of Education and adopted for use by the Board. An employee having an interest in instructional materials must file an annual statement with the Board Secretary.

For the purpose of acquiring profit or personal gain, no employee shall act as an agent of the District nor shall an employee act as an agent of any business in any transaction with the District. This includes participation in the selection, award or administration of a contract supported by a federal award when the employee has a real or apparent conflict of interest as defined by 2 C.F.R. §200.318(c)(1). Employees shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to agreements or contracts. Situations in which the interest is not substantial or the gift is an unsolicited item of nominal value must comply with State law and Board policy 2:105, *Ethics and Gift Ban*.

Commented [APowell1]:

This policy is renamed and updated in response to the federal regulations requiring written standards of conduct covering conflicts of interest and governing the actions of school district employees engaged in the selection, award, and administration of contracts in compliance with 2 C.F.R. §200.318.

New subheadings are added for clarity.

Issue 94, March 2017

Commented [APowell2]:

The federal rule underlying this text provides flexibility for school districts to "set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value," along with "disciplinary actions to be applied for violations." Referring to sample policy 2:105, *Ethics and Gift Ban* for these standards provides clarity and consistency. Policy 2:105, *Ethics and Gift Ban* refers to **Limitations on Receiving Gifts** in the Ethics Act at 5 ILCS 430/10-10 – 10-30, along with discussion of the specific penalties available under the Ethics Act at 5 ILCS 430/50-5 in its **Enforcement** subhead.

Issue 94, March 2017

DRAFT UPDATE

Outside Employment

Employees shall not engage in any other employment or in any private business during regular working hours or at such other times as are necessary to fulfill appropriate assigned duties.

Incorporated
by reference: 5:120-E (Exhibit - Code of Ethics for Illinois Educators)

LEGAL REF.: U.S. Constitution, First Amendment.
2 C.F.R. §200.318(c)(1).
5 ILCS 420/4A-101 and 430/.
50 ILCS 135/.
105 ILCS 5/10-22.39 and 5/22-5.
775 ILCS 5/5A-102.
23 Ill. Admin. Code Part 22, Code of Ethics for Illinois Educators.
Pickering v. Board of Township H.S. Dist. 205, 391 U.S. 563 (1968).
Garcetti v. Ceballos, 547 U.S. 410 (2006).

CROSS REF.: 2:105 (Ethics and Gift Ban), 4:60 (Purchases and Contracts), 5:100 (Staff
Development Program)

ADOPTED: ~~September 9, 2015~~

DRAFT UPDATE

Prospect Heights School District 23

5:230

Professional Personnel

Maintaining Student Discipline

Maintaining an orderly learning environment is an essential part of each teacher's instructional responsibilities. A teacher's ability to foster appropriate student behavior is an important factor in the teacher's educational effectiveness. The Superintendent shall ensure that teachers, other certificated employees, and persons providing a student's related service: (1) maintain discipline in the schools as required in the School Code, and (2) follow the Board of Education policies and administrative procedures on student conduct, behavior and discipline.

When a student's behavior is unacceptable, the teacher should first discuss the matter with the student if appropriate. If the unacceptable behavior continues, the teacher should consult with the Building Principal and/or discuss the problem with the parent(s)/guardian(s). A teacher may remove any student from the learning setting whose behavior interferes with the lessons or participation of fellow students. A student's removal must be in accordance with Board policy and administrative procedures.

Teachers shall not use disciplinary methods that may be damaging to students, such as ridicule, sarcasm, or excessive temper displays. Corporal punishment (including slapping, paddling, or prolonged maintenance of a student in physically painful positions, and intentional infliction of bodily harm) may not be used. Teachers may use reasonable force as needed to keep students, school personnel, and others safe, or for self-defense or defense of property.

LEGAL REF.: 105 ILCS 5/24-24.
23 Ill.Admin.Code §1.280.

CROSS REF.: 2:150 (Committees), 7:190 (Student Behavior), 7:230 (Misconduct by Students with Disabilities)

ADOPTED: ~~February 13, 2013~~

Commented [APowell1]:
Updated for clarity and consistency with other changes in response to 105 ILCS 5/10-22.6(b-20), amended by P.A. 99-456.

Issue 94, March 2017

Commented [APowell2]:
School officials have discretion to determine whether a behavioral intervention is *appropriate*. See 105 ILCS 5/10-22.6(b-20), amended by P.A. 99-456.

Issue 94, March 2017

DRAFT UPDATE

Prospect Heights School District 23

5:285

Educational Support Personnel

Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers

The District shall adhere to State and federal law and regulations requiring a drug and alcohol testing program for school bus and commercial vehicle drivers. The Superintendent or designee manages a program to implement State federal and federal State law defining the circumstances and procedures for the testing.

This policy shall not be implemented, and no administrative procedures will be needed, until it is reasonably foreseeable that the District will hire staff for a position(s) requiring a commercial driver's license.

Commented [APowell1]:
The policy and Legal References are updated for style consistency.
Issue 94, March 2017

LEGAL REF.: 625 ILCS 5/6-106.1 and 5/6-106.1c.
49 U.S.C. §313061-~~et seq.~~, Alcohol and Controlled Substances Testing (Omnibus Transportation Employee Testing Act of 1991, P.L. 102-143).
49 C.F.R. Parts 40 (Procedures for Transportation Workplace Drug and Alcohol Testing Programs), 382 (Controlled Substance and Alcohol Use and Testing), and 395 (Hours of Service of Drivers).

CROSS REF.: 4:110 (Transportation), 5:30 (Hiring Process and Criteria), 5:280 (Duties and Qualifications)

ADOPTED: February 13, 2013

DRAFT UPDATE

Prospect Heights School District 23

5:300

Educational Support Personnel

Schedules and Employment Year

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

For employees not covered by a current applicable bargaining agreement:

The Superintendent shall supervise a process for setting work schedules and an employment year for educational support employees in accordance with State and federal law, School Board policy, and applicable agreements and shall:

1. Assign each employee one supervisor who will establish a work schedule, including breaks, as required by building or District needs, work load, and the efficient management of human resources;
2. Allow for the ability to respond to changing circumstances by altering work schedules as needed; and
3. Consider the well-being of the employee. The Superintendent's approval is required to establish a flexible work schedule or job-sharing.

Breaks

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

For employees not covered by a current applicable bargaining agreement:

An employee who works at least 7.5 continuous hours shall receive a 30-minute duty-free meal break that begins within the first five hours of the employee's workday. The District accommodates employees who are nursing mothers according to State and federal law.

Nursing Mothers

The District accommodates employees who are nursing mothers according to State and federal law.

LEGAL REF.: Fair Labor Standards Act, 29 U.S.C. §207 et seq.
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.: 5:35 (Compliance with the Fair Labor Standards Act)

ADOPTED: July 13, 2016

Commented [APowell1]:
The Legal References are updated to include the Right to Breastfeed Act.
Issue 94, March 2017

DRAFT UPDATE

Prospect Heights School District 23

6:70

Instruction

Teaching About Religions

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

Commented [APowell1]:
Updated to separate a "religion" from a "religious belief" for clarity.
Issue 94, March 2017

LEGAL REF.: School Dist. of Abington Twp v. Schempp, 374 U.S. 203 (1963).
Allegheny County v. ACLU Pittsburgh Chapter, 492 U.S. 573, ~~409 S.Ct. 3086, 406~~
~~L.Ed.2d 472~~ (1989).

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

ADOPTED: ~~February 13, 2013~~

DRAFT UPDATE

Students

Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students

Required Health Examinations and Immunizations

A student's parent(s)/guardian(s) shall present proof that the student received a health examination, with proof of the immunizations against, and screenings for, preventable communicable diseases, as required by the Illinois Department of Public Health (IDPH), within one year prior to:

1. Entering kindergarten or the first grade;
2. Entering the sixth grade; and
3. Enrolling in an Illinois school, regardless of the student's grade (including nursery school, special education, Head Start programs operated by elementary or secondary schools, and students transferring into Illinois from out-of-state or out-of-country).

Proof of immunization against meningococcal disease is required ~~from~~for students in grades 6 and 12, beginning with the 2015-2016 school year.

As required by State law:

1. Health examinations must be performed by a physician licensed to practice medicine in all of its branches, an advanced practice nurse who has a written collaborative agreement with a collaborating physician authorizing the advanced practice nurse to perform health examinations, or a physician assistant who has been delegated the performance of health examinations by a supervising physician.
2. A diabetes screening ~~must be included as~~ a required part of each health examination; diabetes testing is not required.
3. ~~Beginning with the 2017-2018 school year, an age-appropriate developmental screening and an age-appropriate social and emotional screening are required parts of each health examination. A student will not be excluded from school due to his or her parent/guardian's failure to obtain a developmental screening or a social and emotional screening.~~
- 3-4. Before admission and in conjunction with required physical examinations, parents/guardians of children between the ages of one and seven years must provide a statement from a physician that their child was "risk-assessed" or screened for lead poisoning.
- 4-5. The Department of Public Health IDPH will provide all female students entering sixth grade and their parents/guardians information about the link between human papilloma virus (HPV) and cervical cancer and the availability of the HPV vaccine.

Unless an exemption or extension applies, the failure to comply with the above requirements by October 15 of the current school year will result in the student's exclusion from school until the required health forms are presented to the District. New students who register after October 15 of the current school year shall have 30 days following registration to comply with the health examination and immunization regulations. If a medical reason prevents a student from receiving a required immunization by October 15, the student must present, by October 15, an immunization schedule and a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by the physician, advanced practice nurse, physician assistant, or local health department responsible for administering the immunizations.

Commented [APowell1]:

Updated in response to 105 ILCS 5/27-8.1(2), amended by P.A. 99-927, eff. 6-1-17. The Illinois Department of Public Health is to develop rules to implement these new screening requirements and revise the Child Health Examination form. The health care provider must only record whether or not the social and emotional screening was completed.

Consult the board attorney about whether the presence of developmental or social and emotional screening information on the Child Health Examination form triggers child find obligations under the Individuals with Disabilities Education Act and/or Section 504 of the Rehabilitation Act of 1973.

Issue 94, March 2017

Commented [APowell2]:

105 ILCS 5/27-8.1(2.5), amended by P.A. 99-927, eff. 6-1-17, exempts developmental or social and emotional screenings from the exclusion from school requirement.

Issue 94, March 2017

Commented [APowell3]:

Either of both of the following optional additional services may be added:

Option 1: If proof of the developmental screening or the social and emotional screening portions of the health examination are not presented, qualified school support personnel may, with a parent/guardian's consent, offer the screenings to the child.

Option 2: Once a student presents proof that he or she received a developmental screening or a social and emotional screening, the school may, with a parent/guardian's consent, make available appropriate school personnel to work with the parent/guardian, child, and provider who signed the screening form to obtain any appropriate evaluations and services.

Issue 94, March 2017

DRAFT UPDATE

A student transferring from out-of-state who does not have the required proof of immunizations by October 15 may attend classes only if he or she has proof that an appointment for the required vaccinations is scheduled with a party authorized to submit proof of the required vaccinations. If the required proof of vaccination is not submitted within 30 days after the student is permitted to attend classes, the student may no longer attend classes until proof of the vaccinations is properly submitted.

Eye Examination

Parents/guardians are encouraged to have their children undergo an eye examination whenever health examinations are required.

Parents/guardians of students entering kindergarten or an Illinois school for the first time shall present proof before October 15 of the current school year that the student received an eye examination within one year prior to entry of kindergarten or the school. A physician licensed to practice medicine in all of its branches or a licensed optometrist must perform the required eye examination.

If a student fails to present proof by October 15, the school may hold the student's report card until the student presents proof: (1) of a completed eye examination, or (2) that an eye examination will take place within 60 days after October 15. The Superintendent or designee shall ensure that parents/guardians are notified of this eye examination requirement in compliance with the rules of the ~~Department of Public Health~~ IDPH. Schools shall not exclude a student from attending school due to failure to obtain an eye examination.

Dental Examination

All children in kindergarten and the second and sixth grades must present proof of having been examined by a licensed dentist before May 15 of the current school year in accordance with rules adopted by the ~~Illinois Department of Public Health~~ IDPH.

If a child in the second or sixth grade fails to present proof by May 15, the school may hold the child's report card until the child presents proof: (1) of a completed dental examination, or (2) that a dental examination will take place within 60 days after May 15. The Superintendent or designee shall ensure that parents/guardians are notified of this dental examination requirement at least 60 days before May 15 of each school year.

Exemptions

In accordance with rules adopted by the ~~Illinois Department of Public Health~~ IDPH, a student will be exempted from this policy's requirements for:

1. Religious or medical grounds, if the student's parents/guardians present the IDPH's Certificate of Religious Exemption form to the Superintendent or designee. When a Certificate of Religious Exemption form is presented, the Superintendent or designee shall immediately inform the parents/guardians of exclusion procedures pursuant to Board policy 7:280, *Communicable and Chronic Infectious Disease* and State rules if there is an outbreak of one or more diseases from which the student is not protected;
2. Health examination or immunization requirements on medical grounds if a physician provides written verification;
3. Eye examination requirement if the student's parents/guardians show an undue burden or lack of access to a physician licensed to practice medicine in all of its branches who provides eye examinations or a licensed optometrist; or
4. Dental examination requirement if the student's parents/guardians show an undue burden or a lack of access to a dentist.

DRAFT UPDATE

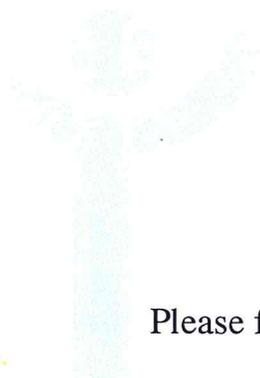
Homeless Child

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce immunization and health records normally required for enrollment. Board of Education policy 6:140, *Education of Homeless Children*, governs the enrollment of homeless children.

LEGAL REF.: McKinney-Vento Homeless Assistance Act, 42 U.S.C. §11431 et seq.
105 ILCS 5/27-8.1 and 45/1-20.
410 ILCS 45/7.1 and 315/2e.
23 Ill.Admin.Code §1.530.
77 Ill.Admin.Code Part 665.
77 Ill.Admin.Code Part 690.
~~77 Ill.Admin.Code Part 695.~~

CROSS REF.: 6:30 (Organization of Instruction), 6:140 (Education of Homeless Children),
6:180 (Extended Instructional Programs), 7:50 (School Admissions and Student
Transfers To and From Non-District Schools), 7:280 (Communicable and
Chronic Infectious Disease)

ADOPTED: ~~January 14, 2016~~



Brecht's Database Solutions, Inc.

Please find enclosed the renewal contract(s) for the 2017-2018 school year.

Please review, sign, and return the contract(s) through any of the means below:

- Email (bdsteam@poweriep.com)
- Fax (618-882-6224)
- By mail: Brecht's Database Solutions, Inc.
PO Box 305
Highland, IL 62249

For district convenience, we have also included the program invoice. While invoices are not due until August 1, 2017, many districts prefer to see required payment amounts in advance to allow for budgeting and flexibility of payment timing.

Thank you for continuing to choose Brecht's Database Solutions! We are looking forward to another great year!

Sincerely,

The BDS Team

Brecht's Database Solutions, Inc.

PowerIEP Contract Renewal

Brecht's Database Solutions, Inc.
P.O. Box 305
Highland, IL 62249

Prospect Heights School District #23
700 North Schoenbeck Rd.
Prospect Heights, IL 60070

The following is a PowerIEP Contract Renewal (hereinafter "contract" or "renewal Agreement"). This renewal is made between Brecht's Database Solutions, Inc. (hereinafter "BDSI", "We", "Us" or "Licensor") and Prospect Heights School District #23 (hereinafter "You", "Your" or "Licensee").

INCORPORATION: This renewal agreement is subject to the Master IEP Contract between you and us and all terms of the Master Agreement apply unless specifically noted below.

IEP YEARLY COSTS. The renewal contract is for a period from 7/1/17 through 6/30/18. Renewal of website access and additional services is \$3,355.00 for Prospect Heights School District #23.

Programs and Services	District Annual Cost
PowerIEP Program Subscription	\$2,655.00
Early Childhood Outcomes	\$200.00
FTP-Interface with Student Management	\$500.00
TOTAL COST 7/1/17 TO 6/30/18	\$3,355.00

LICENSOR: BRECHT'S DATABASE SOLUTIONS, INC.

FEIN: 20-4100129

BY: 
August R. Brecht, President

DATE: April 3, 2017

LICENSEE: PROSPECT HEIGHTS SCHOOL DISTRICT #23

FEIN:

BY: 
Dr. Deb Wilson, Superintendent

DATE: 4/17/2017

Brecht's Database Solutions, Inc.

PowerRTI Contract Renewal

Brecht's Database Solutions, Inc.
P.O. Box 305
Highland, IL 62249

Prospect Heights School District #23
700 North Schoenbeck Rd.
Prospect Heights, IL 60070

The following is a PowerRTI Contract Renewal (hereinafter "contract" or "renewal agreement"). This renewal is made between Brecht's Database Solutions, Inc. (hereinafter "BDSI", "We", "Us" or "Licensor") and Prospect Heights School District #23 (hereinafter "You", "Your" or "Licensee").

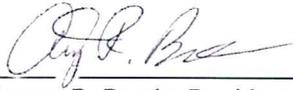
INCORPORATION: This renewal agreement is subject to the Master RTI Contract between you and us and all terms of that Contract apply unless specifically noted below.

RTI YEARLY COSTS. RTI Website access is \$2,500.00 for Prospect Heights School District #23. This renewal contract is for a period from 7/1/17 to 6/30/18.

Programs and Services	District Annual Cost
PowerRTI Program Subscription	\$2,500.00
TOTAL COST 7/1/17 TO 6/30/18	\$2,500.00

LICENSOR: BRECHT'S DATABASE SOLUTIONS, INC.

FEIN: 20-4100129

BY: 
August R. Brecht, President

DATE: April 3, 2017

LICENSEE: PROSPECT HEIGHTS SCHOOL DISTRICT #23

FEIN:

BY: 
Dr. Deb Wilson, Superintendent

DATE: 4/17/2017

Brecht's Database Solutions, Inc.

PowerDS Contract Renewal

Brecht's Database Solutions, Inc.
P.O. Box 305
Highland, IL 62249

Prospect Heights School District #23
700 North Schoenbeck Rd.
Prospect Heights, IL 60070

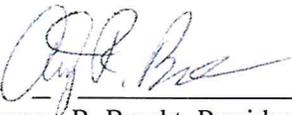
The following is a PowerDS Contract Renewal (hereinafter "contract" or "renewal agreement"). This renewal is made between Brecht's Database Solutions, Inc. (hereinafter "BDSI", "We", "Us" or "Licensor") and Prospect Heights School District #23 (hereinafter "You", "Your" or "Licensee").

INCORPORATION: This renewal agreement is subject to the Master Fee for Service Contract between you and us and all terms of the Master Agreement apply unless specifically noted below.

POWERDS YEARLY COSTS. Total Cost of the PowerDS program is 5% of net reimbursements from HFS for "Fee-For-Service" claims facilitated by Brecht's Database Solutions, Inc. from 7/1/17 to 6/30/18.

LICENSOR: BRECHT'S DATABASE SOLUTIONS, INC.

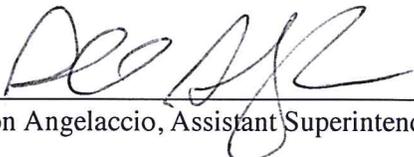
FEIN: 20-4100129

BY: 
August R. Brecht, President

DATE: April 3, 2017

LICENSEE: PROSPECT HEIGHTS SCHOOL DISTRICT #23

FEIN: 36-6000016

BY: 
Don Angelaccio, Assistant Superintendent

DATE: 4/17/17



Brecht's Database Solutions, Inc.

P.O. Box 305
Highland, IL 62249
(888) 437-9326
bdsteam@poweriep.com
www.poweriep.com

INVOICE

BILL TO

Prospect Heights District #23
700 N. Schoenbeck Road
Prospect Heights, IL 60070

INVOICE # 2878

DATE 06/01/2017

DUE DATE 08/01/2017

SALES REP

ARB

ACTIVITY	AMOUNT
PowerIEP Program:IEP-Annual Renewal:IEP-Annual Renewal/IL PowerIEP Program Subscription: 1 Year (2017/2018 School Year)	2,655.00
PowerIEP Program:IEP-Accessory Component:ECO-Contract:ECO-IL ECO Accessory Component Subscription: 1 Year (2017/2018 School Year)	200.00
System Integration Services:Student Management Interface:Student Mgmt IF-Annual Renewal:Student Mgmt IF-Renewal/IL FTP-Interface with Student Management System: 1 Year (2017/2018 School Year)	500.00

Please remit to: Brecht's Database Solutions, Inc.

BALANCE DUE

\$3,355.00



Brecht's Database Solutions, Inc.

P.O. Box 305
Highland, IL 62249
(888) 437-9326
bdsteam@poweriep.com
www.poweriep.com

INVOICE

BILL TO

Prospect Heights District #23
700 N. Schoenbeck Road
Prospect Heights, IL 60070

INVOICE # 2879

DATE 06/01/2017

DUE DATE 08/01/2017

SALES REP

ARB

ACTIVITY	AMOUNT
PowerRTI Program:RTI-Annual Renewal:RTI-Annual Renewal/IL PowerRTI Program Subscription: 1 Year (2017/20178School Year)	2,500.00

Please remit to: Brecht's Database Solutions, Inc.

BALANCE DUE

\$2,500.00



Prospect Heights School District 23

700 N. SCHOENBECK ROAD, PROSPECT HEIGHTS, ILLINOIS 60070

DISTRICT OFFICE

Phone (847) 870-3850
Fax: (847) 870-3896

EISENHOWER SCHOOL

Phone (847) 870-3875
Fax: (847) 870-3877

BETSY ROSS SCHOOL

Phone (847) 870-3868
Fax: (847) 870-3898

ANNE SULLIVAN SCHOOL

Phone (847) 870-3865
Fax: (847) 870-8113

MACARTHUR MIDDLE SCHOOL

Phone (847) 870-3879
Fax: (847) 870-3881

May 1, 2017

To: Micheal DeBartolo

From: Brian Rominski

Re: Facility Use Scheduling
ML Schedules/ML Work Orders
School Dude

FACILITY USE SCHEDULING / ML SCHEDULES

Per our discussion regarding the need for a facilities scheduling program, approximately four programs were researched. This research identified two programs, ML Schedules and School Dude Facility Scheduling, as potential partners for D23. During spring break, Tracy and I conducted a webinar presentation for both School Dude Facility Scheduling and ML Schedules. In our opinion, the program that stood out is ML Schedules.

ML Schedules is cloud based facility use/scheduling software specifically designed for K-12 facilities. ML Schedules will integrate facility use scheduling by both community and D23 users. ML Schedules provided a very user-friendly interface both from the public, staff and administration usage level, and will also provide the opportunity for: fully electronic records, invoices and communications; customized request form fields based on District needs district request approvers; automatic invoicing using district space, equipment and personnel fees, sent before or after the event; automatic notification of booked events including supporting equipment and personnel needed; and much more.

I also contacted ML references currently using various ML products and received very positive comments. The districts that were contacted were Glen Ellyn SD 41, Avon Grove SD (PA), Southern Columbia Area School District (PA), Fairview Schools (NY).

<i>ML Schedules proposal:</i>	\$1,800	Annual Subscription
	\$595	One Time On-Boarding Fee
School Dude Facility Scheduling proposal:	\$4,310	Annual Subscription
	\$2,320	One Time On-Boarding Fee

My recommendation is to proceed with purchasing and implementing ML Schedules.

ML SCHEDULES / ML WORK ORDERS

Per my work order memo (attached), I also recommended purchasing ML Work Orders as a replacement to School Dude. If D23 proceeds with both ML Work Orders and ML Schedules, the following financial opportunities are available:

ML Schedules	\$1,800	Annual Subscription
	\$0	One Time On-Boarding Fee – Waived
ML Work Orders	\$1,800	Annual Subscription
	\$0	One Time On-Boarding Fee – Waived
	<u>(\$360)</u>	10% Multiproduct Discount
<i>Total</i>	<i>\$3,240</i>	

In comparison, both comparable School Dude modules would cost \$7,795 annually.

My recommendation is to proceed with implementing and purchasing both ML Schedules and ML Work Orders.

Please contact us if you would like this communication translated into your native language.
Por favor, póngase en contacto con nosotros si desea que esta comunicación traducido a su idioma nativo.
Prosimy o kontakt, jeżeli chcą Państwo by wiadomość ta została przetłumaczona na Państwa język ojczysty.

Issued To: Brian Rominski
 Prospect Heights School District 23
 700 North Schoenbeck Rd
 Prospect Heights, IL 60070

Quote Details
No. 20170406.5.182
Date: 3/29/2017

DESCRIPTION	AMOUNT
1. ML Schedules - Annual Subscription	\$1,800.00
2. ML Schedules - 30 Day Basic On-Boarding Includes staff training and assistance setting up user accounts, sites and spaces over a 30-day on-boarding program.	\$0.00
*The \$595 On-Boarding will be waived for your district.	
3. ML Work Orders - Annual Subscription	\$1,800.00
4. ML Work Orders - 30 Day Basic On-Boarding Includes staff training and assistance setting up user accounts, sites and spaces over a 30-day on-boarding program.	\$0.00
*The \$595 On-Boarding will be waived for your district.	
MULTI PRODUCT DISCOUNT A 10% discount has been applied for the purchase of both ML Schedules and ML Work Orders.	(\$360.00)
Subtotal	\$3,240.00
Tax (0.00%)	\$0.00
Total Amount Due	\$3,240.00

Thank you for the opportunity to provide this MasterLibrary™ software price quote
 If you have any questions or want to schedule a product demo, please call **585-270-6676, x112**.

Visit MasterLibrary.com to learn more about our cloud-based software products that work together to save your school district time, labor and expenses:

-  ML Schedules™ K12 Facility Request Software
-  ML Work Orders™ Facility Maintenance Software
-  ML Binders™ Electronic Facility Records Software
-  ML Projects™ Construction Administration Software

Call **1.585.270.6676, x112** today for more information including **multi-product discounts**.

Name / Title	Signature	Date



SCHOOL DUDE

March 16, 2017

Brian Rominski
Director of Buildings & Grounds
Prospect Heights School District 23
700 N Schoenbeck Rd
Prospect Heights, IL
60070-1299

Dear Brian,

Thank you for your interest in our market leading solutions for improving educational operations. We at SchoolDude are excited about providing you with online tools that will help you save money, increase efficiency and improve services. SchoolDude is dedicated to providing best in class solutions that are built exclusively for the unique needs of educational institutions, including the following for Prospect Heights School District 23:

Item	Term	Investment
EventEssentials Pro	12 months	\$4,310.00
EventEssentials Pro QuickStart	One-Time	\$2,320.00
Dude Intelligence	12 months	\$0.00
Dude Learn Lite	One-Time	\$0.00
	Investment:	\$6,630.00 USD



MEMORANDUM

TO: Superintendent

CC: Board of Education

FROM: Micheal DeBartolo
Business Manager

DATE: Thursday, May 4, 2017

RE: BOARD ACTION –
Formal approval of payments from 4/12/2017 – 5/9/2017

Pursuant to the Bill Payment Resolution for FY 2017 approved at the May 2016 BOE meeting, the Board reviews bills proposed for payment on a weekly basis. Upon review, the Board provides consent to payment of these bills with final, formal Board approval occurring at the next regular, monthly meeting of the Board.

Attached to the Finance Report are the bills that were paid from April 12, 2017, through May 9, 2017.

The Business Office recommends approval of this month's Finance Report.

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1243

04/18/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
A-1 Suburban Total Security	00010					
Check Group:						
Standard 5-pin Key Blanks		7	170616	AA00000604 3/24/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$19.25
					Check #: 0	
					PO/InvoiceTotal:	\$19.25
					Vendor Total:	\$19.25
Accurate Document Destruction Inc.	05314					
Check Group:						
District Office - Document Shredding - 96 Gallon		1	170635	14865152 3/31/2017	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$50.00
School Offices - Document Shredding - Cabinets		4	170635	14865152 3/31/2017	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$80.00
Environmental Trip Charge		1	170635	14865152 3/31/2017	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$13.65
					Check #: 0	
					PO/InvoiceTotal:	\$143.65
					Vendor Total:	\$143.65
Amlings Flowerland	00908					
Check Group:						
Dish Garden - A. Kreutzer 03/14/2017		1	0	04329429 3/31/2017	10.5.0000.2640.410.01.0000 General Supplies	\$47.95
					Check #: 0	
					PO/InvoiceTotal:	\$47.95
					Vendor Total:	\$47.95
AT & T						
Check Group:						
Monthly Phone Charges - April 4 thru May 3, 2017		1	0	847870385204 x042017 4/4/2017	10.5.0000.2630.341.01.0000 Telephone/Network	\$1,044.25
					Check #: 0	

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1243

04/18/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$1,044.25</u>
						Vendor Total: <u>\$1,044.25</u>
Bleacher America Inc.						
Check Group:						
Materials and labor repairs made to lunch room table. Weld Broken on piston assembly arm		1	170626	2516 3/23/2017	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$530.00
Additional control pistons for future repairs		2	170626	2516 3/23/2017	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$50.00
						Check #: 0
						PO/InvoiceTotal: <u>\$580.00</u>
						Vendor Total: <u>\$580.00</u>
CDW Government						
Check Group:						
Microsoft Server 2016 - license	80437	8	170627	HKW1349 4/4/2017	10.5.0000.2225.553.01.0000 Capital Equipment > \$1000	\$1,258.96
						Check #: 0
						PO/InvoiceTotal: <u>\$1,258.96</u>
Check Group:						
Sul-Band & Ike-Computer Lab		2	170628	HLR2855 4/7/2017	10.5.0000.2225.410.01.0000 General Supplies	\$1,154.60
						Check #: 0
						PO/InvoiceTotal: <u>\$1,154.60</u>
						Vendor Total: <u>\$2,413.56</u>
Correct Electric, Inc.						
Check Group:						
Service Call to Add/Remove Codes from Security Panel		1	0	16314 1/20/2017	20.5.0000.2542.319.01.0000 Professional Services	\$120.00
						Check #: 0
						PO/InvoiceTotal: <u>\$120.00</u>

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1243

04/18/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$120.00
Curt Schmidt	00827					
Check Group:						
Reimbursement - Lurvey's - Sand for MAC Long Jump Pit		1	0	ReimburseLurvey S 4/12/2017	20.5.0000.2543.410.01.0000 General Supplies	\$32.00
Check #: 0						
PO/InvoiceTotal:						\$32.00
Vendor Total:						\$32.00
Discovery Benefits						
Check Group:						
FSA - March 2017		24	0	0000742543-IN 3/31/2017	10.5.0000.2640.319.01.0000 Professional Services	\$117.60
Check #: 0						
PO/InvoiceTotal:						\$117.60
Vendor Total:						\$117.60
First Point Mechanical Services, LLC						
Check Group:						
Repairs to BARD Unit, Sullivan Room 145		1	170590	W20476 3/20/2017	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$280.00
Repairs to BARD Unit, Sullivan Room 145		1	170590	W20587 4/5/2017	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$1,209.23
Repairs to BARD Unit, Sullivan Room 145		1	170590	W20590 4/5/2017	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$872.00
Check #: 0						
PO/InvoiceTotal:						\$2,361.23
Check Group:						
Mac Kitchen HVAC Investigation		1	170637	W20593 4/5/2017	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$1,120.00
Check #: 0						

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Prospect Heights School District 23

Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$1,120.00
						Vendor Total: \$3,481.23
Follett School Solutions, Inc	00313					
Check Group:						
Library Books - Elementary		1	170594	588497A-0 3/22/2017	10.5.0000.2222.430.02.0000 Library Books - Elementary	\$147.23
						Check #: 0
						PO/InvoiceTotal: \$147.23
						Vendor Total: \$147.23
Fox Valley Fire & Saftey Co	00315					
Check Group:						
Mac Kitchen ANSUL System Inspection		1	170617	IN00076344 3/31/2017	20.5.0000.2542.319.01.0000 Professional Services	\$167.00
						Check #: 0
						PO/InvoiceTotal: \$167.00
						Vendor Total: \$167.00
Kristen Bearwald	01164					
Check Group:						
Reimbursement - Mariano's - Supplies for Advisory Project		1	0	ReimburseMarian o0417 4/7/2017	10.5.0000.1122.410.04.0000 Classroom Supplies - 7th	\$6.99
						Check #: 0
						PO/InvoiceTotal: \$6.99
						Vendor Total: \$6.99
Lakeshore Learning Materials	00525					
Check Group:						
General Supplies		1	170531	1442200217 2/17/2017	10.5.0000.2222.410.02.0000 General Supplies	\$577.46
						Check #: 0
						PO/InvoiceTotal: \$577.46

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Prospect Heights School District 23

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$577.46
Lakeshore Recycling System	80968					
Check Group:						
IKE - 96 Gallon Recycling		1	170624	0003626006 3/25/2017	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$40.00
Mac - 10 Yard Trash		1	170624	0003626006 3/25/2017	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$705.00
Mac - 2 Yard Recycling		1	170624	0003626006 3/25/2017	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$99.00
Ross - 96 Gallon Recycling		1	170624	0003626006 3/25/2017	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$29.00
Sullivan - 96 Gallon Recycling		1	170624	0003626006 3/25/2017	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$32.00
Check #: 0						
PO/InvoiceTotal:						\$905.00
Vendor Total:						\$905.00
Lowery McDonnell Co.						
Check Group:						
Palmer Hamilton 19F Mobile Folding Table 12'Lx 27"H		5	170536	INV050066 3/30/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$6,195.00
Check #: 0						
PO/InvoiceTotal:						\$6,195.00
Vendor Total:						\$6,195.00
Maria Stavropoulos_06708						
Check Group:						
Reimbursement - CoSN Conference Hotel 04/03/2017		1	0	ReimburseCoSN 4/6/2017	10.5.0000.2225.332.01.0000 Travel Expense	\$128.56
Check #: 0						
PO/InvoiceTotal:						\$128.56
Vendor Total:						\$128.56

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Prospect Heights School District 23

Voucher Detail Listing

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Michael Wagner & Sons, Inc.	00974					
Check Group:						
MVP Metering Valve		2	170619	1405305 3/24/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$62.73
Activator Assy. CR		2	170619	1405305 3/24/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$37.93
					Check #: 0	
						PO/InvoiceTotal: \$100.66
						Vendor Total: \$100.66
Milieu Design LLC	80225					
Check Group:						
Main Campus Contracted Spring Clean Up		1	170622	122925 4/7/2017	20.5.0000.2543.319.01.0000 Contracted Services	\$280.00
Main Campus Contracted Crabgrass Spring Pre-Emergent		1	170622	122925 4/7/2017	20.5.0000.2543.319.01.0000 Contracted Services	\$320.00
					Check #: 0	
						PO/InvoiceTotal: \$600.00
Check Group:						
IKE Contracted Spring Cleanup		1	170623	122922 4/7/2017	20.5.0000.2543.319.01.0000 Contracted Services	\$210.00
IKE Contracted Crabgrass Spring Pre-Emergent		1	170623	122922 4/7/2017	20.5.0000.2543.319.01.0000 Contracted Services	\$110.00
					Check #: 0	
						PO/InvoiceTotal: \$320.00
Check Group:						
Tree Removal - Sullivan Playground 2 - 2 Elms		1	170636	122962 4/11/2017	20.5.0000.2543.323.01.0000 Repair & Maintenance Services	\$2,340.00
Tree Pruning - Sullivan - Silver Maples		1	170636	122962 4/11/2017	20.5.0000.2543.323.01.0000 Repair & Maintenance Services	\$260.00

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Tree Removal - Ross Parking Lot - Pines		1	170636	122962 4/11/2017	20.5.0000.2543.323.01.0000 Repair & Maintenance Services	\$980.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$3,580.00</u>
						Vendor Total: <u>\$4,500.00</u>
Performance Chemical & Supply						
Check Group:						
H2Orange2 Concentrate 117		1	170625	210390 3/30/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$145.00
Green Certified Neutral Floor Cleaner		1	170625	210390 3/30/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$100.00
117 Green Color Coded Bottle		2	170625	210390 3/30/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$5.94
117 Red Color Coded Bottle		4	170625	210390 3/30/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.88
					Check #: 0	
						PO/InvoiceTotal: <u>\$262.82</u>
						Vendor Total: <u>\$262.82</u>
Purchase Power	80380					
Check Group:						
Postage Meter Refill /Transaction Fee		1	0	80009090055731 21x417 4/3/2017	10.5.0000.2630.342.01.0000 Postage	\$332.20
					Check #: 0	
						PO/InvoiceTotal: <u>\$332.20</u>
						Vendor Total: <u>\$332.20</u>
Red Wings Shoes						
Check Group:						
Safety Toe Shoes - Juan Chavez Munoz		1	170422	05-700 12/29/2016	20.5.0000.2543.410.01.0000 General Supplies	\$139.49

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1243

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Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
CREDIT MEMO - Item Returned - Safety Toe Shoes - Juan Chavez Munoz		1	170422	CM 02-700 12/29/2016	20.5.0000.2543.410.01.0000 General Supplies	(\$80.99)
					Check #: 0	
						PO/InvoiceTotal: \$58.50
						Vendor Total: \$58.50
Relief Medical Services, Inc. Check Group:						
Sub RN for Ross/Sullivan 03/16/2017		4	0	0010072763 4/1/2017	10.5.0000.2134.319.03.0000 Professional Services	\$235.60
					Check #: 0	
						PO/InvoiceTotal: \$235.60
						Vendor Total: \$235.60
Richard E. Burdsall Check Group:						
Recital Night Accompanist - April 7, 2017		1	170629	April07.2017 4/7/2017	10.5.0000.1114.319.04.0000 Professional Services	\$434.60
					Check #: 0	
						PO/InvoiceTotal: \$434.60
						Vendor Total: \$434.60
Scariano Himes & Petrarca Check Group:	01221					
School Law - March 2017		1	0	39314 3/31/2017	10.5.0000.2369.318.01.0000 Legal Services	\$803.25
					Check #: 0	
						PO/InvoiceTotal: \$803.25
						Vendor Total: \$803.25
Suburban Trim and Glass Check Group:	00903					

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1243

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Removal and Replacement of Broken Door Glass		1	170618	1139288 3/23/2017	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$458.35
					Check #: 0	
						PO/InvoiceTotal: <u>\$458.35</u>
						Vendor Total: <u>\$458.35</u>
Warehouse Direct	80219					
Check Group:						
Cover, Body, Front, Blue		1	170620	3423556-0 3/29/2017	20.5.0000.2543.410.01.0000 General Supplies	\$38.10
Cover, Body, Rear, Blue		1	170620	3423556-0 3/29/2017	20.5.0000.2543.410.01.0000 General Supplies	\$48.00
Joint, Base to Body		4	170620	3423556-0 3/29/2017	20.5.0000.2543.410.01.0000 General Supplies	\$34.40
Pedal, W/Shaft & Spring		2	170620	3423556-0 3/29/2017	20.5.0000.2543.410.01.0000 General Supplies	\$34.20
					Check #: 0	
						PO/InvoiceTotal: <u>\$154.70</u>
Check Group:						
Can Liner 43x48, 1.35 mil		10	170621	3425898-0 3/28/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$210.20
Foaming Blue Hand Soap, 1 Litre		6	170621	3425898-0 3/28/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$316.38
Universal Brown Natural Roll Towels		10	170621	3425898-0 3/28/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$180.00
Toilet Tissue, 1 ply , 96Ct		10	170621	3425898-0 3/28/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$450.80
					Check #: 0	
						PO/InvoiceTotal: <u>\$1,157.38</u>
						Vendor Total: <u>\$1,312.08</u>

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Voucher Detail Listing

Voucher Batch Number: 1243

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Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Grand Total:						\$24,624.79

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Voucher Detail Listing

Voucher Batch Number: 1244

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Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Allison Mass	80979					
Check Group:						
Reimbursement - NIU Conference June 11-14, 2017 - Social Justice Summer Camp for Educators		1 0		ReimbursePD 4/12/2017	10.5.0000.1110.312.03.0000 Professional Development	\$529.00
				Check #: 0		
					PO/InvoiceTotal:	\$529.00
					Vendor Total:	\$529.00
Apple Computer, Inc.	05582					
Check Group:						
VPP Money for iPad Apps		1 170641		4434756142 4/11/2017	10.5.0000.2225.470.01.0000 Software	\$3,000.00
				Check #: 0		
					PO/InvoiceTotal:	\$3,000.00
					Vendor Total:	\$3,000.00
AssetGenie, Inc						
Check Group:						
iPad Air 2 - Retina Glass/Digitizer & LCD Repair - Asset 2752		1 0		1168756 4/13/2017	10.5.0000.2225.323.01.0000 Repair & Maintenance	\$169.00
				Check #: 0		
					PO/InvoiceTotal:	\$169.00
					Vendor Total:	\$169.00
Bettina Itcovici	80673					
Check Group:						
Sullivan Interpretation & Translation Services - Parent Interview - S. Heidenescher		1.5 0		10010 4/10/2017	10.5.0000.2920.319.01.3305 Grant Funded Translation Services	\$60.00
Eisenhower Interpretation & Translation Services - Parent Interview & Screening - S. Heidenescher		1.5 0		10010 4/10/2017	10.5.0000.2920.319.01.3305 Grant Funded Translation Services	\$60.00

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Sullivan Interpretation & Translation Services - Parent Interview - S. Heidenescher		1.5	0	10010 4/10/2017	10.5.0000.2920.319.01.3305 Grant Funded Translation Services	\$60.00
Check #: 0						
PO/InvoiceTotal:						\$180.00
Vendor Total:						\$180.00
Cegielski, Eva						
Check Group:						
Reimbursement - Lakeshore Learning Store - Classroom Supplies		1	0	ReimburseLakesh ore 4/9/2017	10.5.0000.1110.410.03.0000 General Supplies	\$20.00
Check #: 0						
PO/InvoiceTotal:						\$20.00
Vendor Total:						\$20.00
69 Citi Cards						
Check Group:						
CitiCards - WalMart - D. Angelaccio - BPAC Meeting		1	0	2744 x 04.12.17 4/12/2017	10.5.0000.1800.410.01.3305 TPI/TBE Classroom Supplies	\$171.44
CitiCards - Costco - D. Angelaccio - Homework Club		1	0	2744 x 04.12.17 4/12/2017	10.5.0000.1110.410.02.0000 General Supplies	\$35.96
CitiCards - Nino's Pizza - Eisenhower - L. Lambatos		1	0	2744 x 04.12.17 4/12/2017	10.5.0000.2321.410.01.0000 General Supplies	\$283.00
CitiCards - Uber - M. DeBartolo (reimbursed)		1	0	2744 x 04.12.17 4/12/2017	10.5.0000.2520.332.01.0000 Travel Expense	\$4.75
CitiCards - Uber - M. DeBartolo (reimbursed)		1	0	2744 x 04.12.17 4/12/2017	10.5.0000.2520.332.01.0000 Travel Expense	\$53.00
CitiCards - Sports Page - M. DeBartolo - Admin		1	0	2744 x 04.12.17 4/12/2017	10.5.0000.2321.410.01.0000 General Supplies	\$66.16
CitiCards - Starbucks - M. DeBartolo - Wellness Fair		1	0	2744 x 04.12.17 4/12/2017	10.5.0000.2321.410.01.0000 General Supplies	\$100.00

Prospect Heights School District 23

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Voucher Batch Number: 1244

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Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
CitiCards - Panera Bread - M. DeBartolo - Admin/BOE		1	0	2744 x 04.12.17 4/12/2017	10.5.0000.2321.410.01.0000 General Supplies	\$25.70
CitiCards - Jimmy Johns - M. DeBartolo - Admin		1	0	2744 x 04.12.17 4/12/2017	10.5.0000.2321.410.01.0000 General Supplies	\$80.00
CitiCards - Netbrands Media - C. Vergil - Refund		1	0	2744 x 04.12.17 4/12/2017	10.5.0000.2640.410.01.0000 General Supplies	(\$6.20)
Check #: 0						
PO/InvoiceTotal:						\$813.81
Vendor Total:						\$813.81
Community Consolidated School Dist 15	00232					
Check Group:						
Northwest Suburban Supt. Assoc. Meetings for 2016-2017 - D. Wilson		1	0	NSSA 16-17 4/19/2017	10.5.0000.2321.312.01.0000 Professional Development	\$43.00
Check #: 0						
PO/InvoiceTotal:						\$43.00
Vendor Total:						\$43.00
Constellation NewEnergy, Inc.	80148					
Check Group:						
Electricity - Eisenhower - 03/13 to 04/10/2017		1	0	0038958599 x 4.13.17 4/13/2017	20.5.0000.2542.466.01.0000 Electricity	\$2,029.08
Check #: 0						
PO/InvoiceTotal:						\$2,029.08
Vendor Total:						\$2,029.08
Demco Inc.	00220					
Check Group:						
General Supplies		1	170604	6110372 4/13/2017	10.5.0000.2222.410.03.0000 General Supplies	\$162.69
Check #: 0						
PO/InvoiceTotal:						\$162.69

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1244

04/25/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$162.69
Jeni Teramoto	02102					
Check Group:						
Mileage Reimbursement - Hoebound Tutoring - DP - 04/03 thru 04/13/2017		60 0		MileageReimburs e4.17 4/13/2017	10.5.0000.1120.332.04.0000 Travel Expense	\$32.10
Check #: 0						
PO/InvoiceTotal:						\$32.10
Vendor Total:						\$32.10
Jonathan Boyer						
Check Group:						
Reimbursement - Rockin' Jump - May 17, 2017 End of Year Celebration for Serenading Strings		1 0		ReimburseRockin Jump 4/6/2017	10.4.1722.0000.000.00.0000 Orchestra Fees	\$150.00
Check #: 0						
PO/InvoiceTotal:						\$150.00
Vendor Total:						\$150.00
Lewis Paper International, Inc						
Check Group:						
White Copy Paper - MAC		40 0		016426 4/13/2017	10.5.0000.1110.412.01.0000 Copier Paper	\$1,000.00
White Copy Paper - Sullivan		40 0		019163 4/20/2017	10.5.0000.1110.412.01.0000 Copier Paper	\$1,000.00
Check #: 0						
PO/InvoiceTotal:						\$2,000.00
Vendor Total:						\$2,000.00
Michelle Diaz						
Check Group:						
Mileage Reimbursement 04/03 thru 04/13/2017		7 0		Mileage04.13.201 7 4/13/2017	10.5.0000.1205.332.01.0000 Travel Expense	\$3.75
Check #: 0						

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Voucher Batch Number: 1244

04/25/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$3.75</u>
						Vendor Total: <u>\$3.75</u>
Office Depot_00205	00205					
Check Group:						
Office Supplies - MAC - V. Hehn		1	0	919141155001 4/7/2017	10.5.0000.1120.410.04.0000 General Supplies	\$50.99
						Check #: 0
						PO/InvoiceTotal: <u>\$50.99</u>
						Vendor Total: <u>\$50.99</u>
Quinlan & Fabish Music	00867					
Check Group:						
Jingle Bells Samba Bells Music		1	170284	9298241 9/19/2016	10.5.0000.1114.410.02.0000 Band Supplies 4&5	\$36.00
Pirates of the Barbary Coast		1	170284	9298241 9/19/2016	10.5.0000.1114.410.02.0000 Band Supplies 4&5	\$36.00
Colliding Visions		1	170284	9298241 9/19/2016	10.5.0000.1114.410.02.0000 Band Supplies 4&5	\$36.00
						Check #: 0
						PO/InvoiceTotal: <u>\$108.00</u>
Check Group:						
Score for Book 2 Essential Elements		1	170370	9358467 11/15/2016	10.5.0000.1114.410.02.0000 Band Supplies 4&5	\$40.49
						Check #: 0
						PO/InvoiceTotal: <u>\$40.49</u>
						Vendor Total: <u>\$148.49</u>
Relief Medical Services, Inc.						
Check Group:						
Sub RN - K. Quatman 04/05/2017		6	0	0010072811 4/8/2017	10.5.0000.2134.319.03.0000 Professional Services	\$353.40
						Check #: 0

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1244

04/25/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$353.40</u>
						Vendor Total: <u>\$353.40</u>
Sound Incorporated	02365					
Check Group:						
Sound Support Agreement - May 2017		1	0	R148585 4/14/2017	10.5.0000.2225.319.01.0000 Professional Services	\$500.00
						Check #: 0
						PO/InvoiceTotal: <u>\$500.00</u>
						Vendor Total: <u>\$500.00</u>
						Grand Total: <u>\$10,185.31</u>

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Voucher Detail Listing

Voucher Batch Number: 1254

05/02/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
3screens.com	80868					
Check Group:						
Assembly Program at MacArthur 09/28/2017		1	0	ML092817a 4/24/2017	10.5.0000.1121.640.04.0000 Dues & Fees Mac Teachers	\$700.00
Check #: 0						
PO/InvoiceTotal:						\$700.00
Vendor Total:						\$700.00
Amazon.com Corporate Credit Line						
Check Group:						
Office Supplies - ADMIN		1	0	148184361539 3/30/2017	10.5.0000.1110.410.01.0000 General Supplies - Dist. Wide	\$217.42
Check #: 0						
PO/InvoiceTotal:						\$217.42
Check Group:						
Self-Stick 2' Heavy Duty Furniture Felt Pads for Hard Surfaces - (6 piece) Brown, Round		1	170572	162526973263 3/13/2017	10.5.0000.2131.410.01.0000 Materials & Supplies - PT	\$4.47
Short Office Chair or Stool Bell Glides - Low Profile (5 Pack)		1	170572	162526973263 3/13/2017	10.5.0000.2131.410.01.0000 Materials & Supplies - PT	\$9.99
Check #: 0						
PO/InvoiceTotal:						\$14.46
Check Group:						
Adams Money and Rent Receipt Book, 2-Part Carbonless, Spiral Bound, 200 Sets per Book		2	170574	293648212893 3/10/2017	10.5.0000.2225.410.01.0000 General Supplies	\$12.96
Master Lock 421 Louckout Hasp w/Vinyl Coated Handle, 1-1/2" Inside Jaw Diameter		2	170574	293648212893 3/10/2017	10.5.0000.2225.410.01.0000 General Supplies	\$9.00
4-Pack Combination Padlocks by DiHealth, Waterproof, Keyless & Multiple Size		1	170574	293648212893 3/10/2017	10.5.0000.2225.410.01.0000 General Supplies	\$9.99

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1254

05/02/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Puroma 2-Pack Combination Lock 4 Digit Padlock, Hasp Storage		1	170574	293648212893 3/10/2017	10.5.0000.2225.410.01.0000 General Supplies	\$9.99
Master Lock 1500iD Speed Dial Combination Lock, Assorted Colors		2	170574	293648212893 3/10/2017	10.5.0000.2225.410.01.0000 General Supplies	\$15.96
Wordlock 5-Dial Combination Padlock, Black		2	170574	293648212893 3/10/2017	10.5.0000.2225.410.01.0000 General Supplies	\$19.58
Master Lock Solid Aluminum Padlock, Black, Shackle		2	170574	293648212893 3/10/2017	10.5.0000.2225.410.01.0000 General Supplies	\$11.02
Stanley Series 2000 16-inch Tool Box		4	170574	293648212893 3/10/2017	10.5.0000.2225.410.01.0000 General Supplies	\$38.44
Vaultz Medicine Case w/Combination Lock, Black		2	170574	293648212893 3/10/2017	10.5.0000.2225.410.01.0000 General Supplies	\$19.68
Check #: 0						
PO/InvoiceTotal:						\$146.62
Check Group:						
Hidden Figures Young Readers' Edition, Paperback		5	170579	188713070925 3/16/2017	10.5.0000.1110.410.02.0000 General Supplies	\$33.90
Check #: 0						
PO/InvoiceTotal:						\$33.90
Check Group:						
iBlason Apple iPad Air Case		1	170591	291802251586 3/20/2017	10.5.0000.2159.410.01.0000 Supplies	\$19.99
Check #: 0						
PO/InvoiceTotal:						\$19.99
Check Group:						
JETech 3-Button Wired USB Optical Mouse Mice (Black)		26	170596	000861643586 3/14/2017	10.5.0000.2225.410.01.0000 General Supplies	\$198.90
Check #: 0						
PO/InvoiceTotal:						\$198.90

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1254

05/02/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
ThinkWrite Premium Headset for Apple iPad & Laptops , Black		3	170603	021435466196 3/23/2017	10.5.0000.2225.410.01.0000 General Supplies	\$65.97
				Check #: 0		
					PO/InvoiceTotal:	\$65.97
Check Group:						
Double Pack, Round Self Adhesive White Labels - 2.5"		1	170610	234561461242 3/25/2017	10.5.0000.1110.410.02.0000 General Supplies	\$17.95
				Check #: 0		
					PO/InvoiceTotal:	\$17.95
Check Group:						
Screenwise: Helping Kids Thrive (and Survive) in Their Digital World		1	170611	140459152907 4/6/2017	10.5.0000.1110.410.02.0000 General Supplies	\$10.85
				Check #: 0		
					PO/InvoiceTotal:	\$10.85
Check Group:						
SanDisk Ultra CZ48 32GB USB 3.0 Flash Drive		5	170647	204579770710 4/7/2017	10.5.0000.2225.410.01.0000 General Supplies	\$49.95
				Check #: 0		
					PO/InvoiceTotal:	\$49.95
					Vendor Total:	\$776.01
Arlington Heights School District 25	71838					
Check Group:						
Contracted Food Services - March 2017		1	0	March.2017 4/27/2017	10.5.0000.2560.315.01.0000 Contracted Food Service	\$44,685.12
				Check #: 0		
					PO/InvoiceTotal:	\$44,685.12
					Vendor Total:	\$44,685.12

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1254

05/02/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
AT & T						
Check Group: 3						
Monthly Phone Charges - 04/16/17 thru 05/15/17		1	0	847R1601121129 x4.17 4/16/2017	10.5.0000.2630.341.01.0000 Telephone/Network	\$535.90
						Check #: 0
Check Group: 2						
Monthly Phone Charges - 04/16/17 thru 05/15/17		1	0	847R1617273039 x4.17 4/16/2017	10.5.0000.2630.341.01.0000 Telephone/Network	\$626.22
						Check #: 0
						PO/InvoiceTotal: \$1,162.12
						Vendor Total: \$1,162.12
AT & T Long Distance						
Check Group:						
Monthly Long Distance Charges	01256	1	0	834687562 x04.17 4/13/2017	10.5.0000.2630.341.01.0000 Telephone/Network	\$59.96
						Check #: 0
						PO/InvoiceTotal: \$59.96
						Vendor Total: \$59.96
Constellation NewEnergy, Inc.						
Check Group:						
Monthly Electricity Charges - MAIN - 03/15 to 04/12/2017	80148	1	0	0039029118 4/18/2017	20.5.0000.2542.466.01.0000 Electricity	\$9,611.65
						Check #: 0
						PO/InvoiceTotal: \$9,611.65
						Vendor Total: \$9,611.65
Craig Curtis						
Check Group:						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1254

05/02/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Tuition Reimbursement - Graduate Classes		6	0	ReimburseTuition NL 4/26/2017	10.5.0000.2640.230.01.0000 Teacher/Principal Tuition	\$1,022.46
					Check #: 0	
						PO/InvoiceTotal: \$1,022.46
						Vendor Total: \$1,022.46
Demco Inc.	00220					
Check Group:						
2 line items 65 pieces		1	170631	6111970 4/14/2017	10.5.0000.2222.410.05.0000 General Supplies	\$301.23
					Check #: 0	
						PO/InvoiceTotal: \$301.23
						Vendor Total: \$301.23
Follett School Solutions, Inc	00313					
Check Group:						
12 books		1	170593	588503F-3 3/22/2017	10.5.0000.2222.410.02.3999 Supplies - Library Grant	\$186.77
					Check #: 0	
						PO/InvoiceTotal: \$186.77
Check Group:						
Library Books - Elementary		1	170594	588497F-0 3/22/2017	10.5.0000.2222.430.02.0000 Library Books - Elementary	\$184.85
					Check #: 0	
						PO/InvoiceTotal: \$184.85
Check Group:						
14 books		1	170606	591960F-4 3/24/2017	10.5.0000.2222.410.05.3999 Supplies - Library Grant	\$72.95
					Check #: 0	
						PO/InvoiceTotal: \$72.95
Check Group:						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1254

05/02/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Library Grant Per Capita		1	170608	598396F-0 4/3/2017	10.5.0000.2222.410.03.3999 Supplies - Library Grant	\$251.64
Check #: 0						PO/InvoiceTotal: \$251.64
Check Group:						
Library Books - Elementary 120 misc. titles		1	170638	611143-1 4/18/2017	10.5.0000.2222.430.03.0000 Library Books - Elementary	\$1,513.61
Check #: 0						PO/InvoiceTotal: \$1,513.61
Check Group:						
Library Books - Elementary 35 misc. titles		1	170639	611151-2 4/18/2017	10.5.0000.2222.430.03.0000 Library Books - Elementary	\$355.46
Check #: 0						PO/InvoiceTotal: \$355.46
Vendor Total:						\$2,565.28
Gopher Sport	00362					
Check Group:						
Rainbow 4 Square Balls		2	170640	9295198 4/19/2017	10.5.0000.1110.410.02.0000 General Supplies	\$105.18
Check #: 0						PO/InvoiceTotal: \$105.18
Vendor Total:						\$105.18
Hauser Izzo, LLC	00458					
Check Group:						
School Law - March 2017		1	0	18878 3/31/2017	10.5.0000.2369.318.01.0000 Legal Services	\$42.00
Check #: 0						PO/InvoiceTotal: \$42.00
Vendor Total:						\$42.00

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1254

05/02/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Illinois Grade School Music Assoc.	02106					
Check Group:						
2017 State Festival Entry Fees - MacArthur Choir		60	0	2017Choir MAC 4/27/2017	10.5.0000.1117.640.04.0000 Dues & Fees	\$240.00
					Check #: 0	
					PO/InvoiceTotal:	\$240.00
					Vendor Total:	\$240.00
Jimmy McDaniel						
Check Group:						
MAC Volleyball Referee 04/24 & 04/25/2017		2	0	MACVBall04.24/2 5.17 4/27/2017	10.5.0000.1503.319.04.0000 Professional Services	\$140.00
					Check #: 0	
					PO/InvoiceTotal:	\$140.00
					Vendor Total:	\$140.00
Micheal DeBartolo						
Check Group:						
Reimbursement - Parking Fee - Bond Conference 04/21/2017		1	0	Reimburse04.21.1 7 4/21/2017	10.5.0000.2520.332.01.0000 Travel Expense	\$15.00
					Check #: 0	
					PO/InvoiceTotal:	\$15.00
					Vendor Total:	\$15.00
Office Depot						
Check Group:						
Office Supplies - Sullivan - L. Ellison		1	0	920669332001 4/12/2017	10.5.0000.1110.410.02.0000 General Supplies	\$164.00
					Check #: 0	
					PO/InvoiceTotal:	\$164.00
					Vendor Total:	\$164.00

P.F. Pettibone & Co.

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1254

05/02/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Black Minute Book Covers 11 x 8.5 x 3", 3 Rd Posts		3	170602	172115 4/20/2017	10.5.0000.2310.410.01.0000 General Supplies	\$365.85
Gold Stamping Set Up Charge		1	170602	172115 4/20/2017	10.5.0000.2310.410.01.0000 General Supplies	\$5.00
Gold Stamping on Books Spine 10-lines per book		3	170602	172115 4/20/2017	10.5.0000.2310.410.01.0000 General Supplies	\$120.00
Shipping		1	170602	172115 4/20/2017	10.5.0000.2310.410.01.0000 General Supplies	\$11.95
Check #: 0						
						PO/InvoiceTotal: <u>\$502.80</u>
						Vendor Total: <u>\$502.80</u>
Positive Promotions	02321					
Check Group:						
Citizenship Bands		10	170633	05736301 4/17/2017	10.5.0000.1110.410.02.0000 General Supplies	\$88.29
Star Dog Tags		25	170633	05736301 4/17/2017	10.5.0000.1110.410.02.0000 General Supplies	\$301.11
SWAG Bands		25	170633	05736301 4/17/2017	10.5.0000.1110.410.02.0000 General Supplies	\$190.61
Reading Rocks Pencils		1	170633	05736301 4/17/2017	10.5.0000.1110.410.02.0000 General Supplies	\$44.14
Way To Go Pencils		1	170633	05736301 4/17/2017	10.5.0000.1110.410.02.0000 General Supplies	\$44.15
Check #: 0						
						PO/InvoiceTotal: <u>\$668.30</u>
						Vendor Total: <u>\$668.30</u>
Rick Kwiecinski	80285/8053					
Check Group:						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1254

05/02/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
MAC Volleyball Referee 04/20/2017		1	0	MAC VBall04.20.2017 4/20/2017	10.5.0000.1503.319.04.0000 Professional Services	\$70.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$70.00</u>
						Vendor Total: <u>\$70.00</u>
RJ Cooper & Associates						
Check Group:						
SuppliesiPad Ultimate II Case		1	170577	45380 3/20/2017	10.5.0000.2159.410.01.0000 Supplies	\$94.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$94.00</u>
						Vendor Total: <u>\$94.00</u>
Systems Forms Inc.	05685					
Check Group:						
#10 Regular Envelopes - 10,000		1	170644	18144 4/20/2017	10.5.0000.1110.410.01.0000 General Supplies - Dist. Wide	\$318.30
					Check #: 0	
						PO/InvoiceTotal: <u>\$318.30</u>
						Vendor Total: <u>\$318.30</u>
Tyler Business Forms						
Check Group:						
Preprinted BTM P/R Checks (1,000)		1	0	297701 4/18/2017	10.5.0000.2520.410.01.0000 General Supplies	\$268.31
					Check #: 0	
						PO/InvoiceTotal: <u>\$268.31</u>
						Vendor Total: <u>\$268.31</u>
Varcity Apparel						
Check Group:						

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1254

05/02/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Staff Volleyball Apparel		12 0		S11205 2/15/2017	10.5.0000.1501.410.04.0000 General Supplies	\$256.80
Staff Volleyball Apparel		1 0		S11205 2/15/2017	10.5.0000.1501.410.04.0000 General Supplies	\$23.40
Staff Volleyball Apparel		1 0		S11205 2/15/2017	10.5.0000.1501.410.04.0000 General Supplies	\$24.40
Staff Volleyball Apparel		3 0		S11205 2/15/2017	10.5.0000.1501.410.04.0000 General Supplies	\$41.55

Check #: 0

PO/InvoiceTotal:	<u>\$346.15</u>
Vendor Total:	<u>\$346.15</u>
Grand Total:	\$63,857.87

End of Report

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1245

04/24/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BMO Harris Bank N. A.	80583					
Check Group:						
BMO Harris CC - THE HOME DEPOT #1913 - C. Curtis		1 0		Mar28 2017 3/28/2017	10.5.0000.1110.410.03.0000 General Supplies	\$46.12
BMO Harris CC - TONY'S FRESH MARKE - A. Lynch		1 0		Mar28 2017 3/28/2017	10.5.0000.1205.410.01.0000 Classroom Supplies	\$35.07
BMO Harris CC - PAPA JOHN'S #03456 - A. Sterba		1 0		Mar28 2017 3/28/2017	10.5.0000.1412.410.04.0000 Classroom Supplies	\$34.99
BMO Harris CC - JEWEL #3478 - A. Sterba		1 0		Mar28 2017 3/28/2017	10.5.0000.1412.410.04.0000 Classroom Supplies	\$34.79
BMO Harris CC - AMAZON MKTPLACE PMTS - S. Lee		1 0		Mar28 2017 3/28/2017	10.5.0000.1122.410.04.0000 Classroom Supplies - 7th	\$34.53
BMO Harris CC - BLACKFINN AMERIPUB - M - D. Wilson		1 0		Mar28 2017 3/28/2017	10.5.0000.2321.410.01.0000 General Supplies	\$32.77
BMO Harris CC - DOLLAR TREE - A. Sterba		1 0		Mar28 2017 3/28/2017	10.5.0000.1412.410.04.0000 Classroom Supplies	\$30.00
BMO Harris CC - DOMINO'S 2824 - A. Sterba		1 0		Mar28 2017 3/28/2017	10.5.0000.1412.410.04.0000 Classroom Supplies	\$29.12
BMO Harris CC - JEWEL #3476 - J. Cisneros		1 0		Mar28 2017 3/28/2017	10.5.0000.1410.410.04.0000 General Supplies - Ind. Arts	\$28.93
BMO Harris CC - PAPA JOHN'S #03456 - A. Sterba		1 0		Mar28 2017 3/28/2017	10.5.0000.1412.410.04.0000 Classroom Supplies	\$27.97
BMO Harris CC - WAL-MART #1897 - T. Meziere		1 0		Mar28 2017 3/28/2017	10.5.0000.1205.410.01.0000 Classroom Supplies	\$24.46
BMO Harris CC - MARIANOS 00085324 - A. Sterba		1 0		Mar28 2017 3/28/2017	10.5.0000.1412.410.04.0000 Classroom Supplies	\$22.46
BMO Harris CC - TEACHERSPAYTEACHERS.CO - T. Meziere		1 0		Mar28 2017 3/28/2017	10.5.0000.1110.410.02.0000 General Supplies	\$20.00
BMO Harris CC - TONY'S FRESH MARKE - A. Lynch		1 0		Mar28 2017 3/28/2017	10.5.0000.1205.410.01.0000 Classroom Supplies	\$18.74

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1245

04/24/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BMO Harris CC - CARNICERIA JIMENEZ-W - M. Akhteebo		1	0	Mar28 2017 3/28/2017	10.5.0000.1205.410.01.0000 Classroom Supplies	\$16.41
BMO Harris CC - ADOBE *ACROPRO SUBS - D. Wilson		1	0	Mar28 2017 3/28/2017	10.5.0000.2321.410.01.0000 General Supplies	\$15.93
BMO Harris CC - TARGET 00011767 - D. Wilson		1	0	Mar28 2017 3/28/2017	10.5.0000.2321.410.01.0000 General Supplies	\$15.09
BMO Harris CC - MARIANOS FRESH00085019 - D. Wilson		1	0	Mar28 2017 3/28/2017	10.5.0000.2321.410.01.0000 General Supplies	\$14.83
BMO Harris CC - PAPA JOHN'S #03456 - A. Sterba		1	0	Mar28 2017 3/28/2017	10.5.0000.1412.410.04.0000 Classroom Supplies	\$12.99
BMO Harris CC - TONY'S FRESH MARKE - A. Lynch		1	0	Mar28 2017 3/28/2017	10.5.0000.1205.410.01.0000 Classroom Supplies	\$8.47
BMO Harris CC - AMAZON MKTPLACE PMTS - S. Lee		1	0	Mar28 2017 3/28/2017	10.5.0000.1122.410.04.0000 Classroom Supplies - 7th	\$7.89
BMO Harris CC - JEWEL #3478 - A. Sterba		1	0	Mar28 2017 3/28/2017	10.5.0000.1412.410.04.0000 Classroom Supplies	\$5.38
BMO Harris CC - TONY'S FRESH MARKE - M. Akhteebo		1	0	Mar28 2017 3/28/2017	10.5.0000.1205.410.01.0000 Classroom Supplies	\$0.71
BMO Harris CC - AMAZON MKTPLACE PMTS - S. Lee		1	0	Mar28 2017 3/28/2017	10.5.0000.1122.410.04.0000 Classroom Supplies - 7th	(\$34.53)
BMO Harris CC - PPG PAINTS 8245 - B. Rominski		1	0	Mar28 2017 3/28/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	(\$48.10)
BMO Harris CC - SCHOOLOGY - M. Stavropoulos		1	0	Mar28 2017 3/28/2017	10.5.0000.2225.312.01.0000 Professional Development	\$621.12
BMO Harris CC - BUREAU OF EDUCATION AN - C. Sroka		1	0	Mar28 2017 3/28/2017	10.5.0000.2130.312.01.0000 Professional Development	\$245.00
BMO Harris CC - ILL ASSOC OF SCHOOL BU - B. Rominski		1	0	Mar28 2017 3/28/2017	20.5.0000.2541.640.01.0000 Dues & Fees	\$200.00

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1245

04/24/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BMO Harris CC - DYNAVOX SYSTEMS LL - C. Sroka		1	0	Mar28 2017 3/28/2017	10.5.0000.1205.316.01.0000 Contracted Software/Websites	\$199.00
BMO Harris CC - OTC BRANDS - C. Curtis		1	0	Mar28 2017 3/28/2017	10.5.0000.1110.410.03.0000 General Supplies	\$141.92
BMO Harris CC - MARIANOS 00085324 - A. Sterba		1	0	Mar28 2017 3/28/2017	10.5.0000.1412.410.04.0000 Classroom Supplies	\$107.75
BMO Harris CC - SMARTSIGN - B. Rominski		1	0	Mar28 2017 3/28/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$93.96
BMO Harris CC - EGGSPERIENCE MOUNT PRO - D. Wilson		1	0	Mar28 2017 3/28/2017	10.5.0000.2321.410.01.0000 General Supplies	\$79.37
BMO Harris CC - ANC*NEWSPAPERS.COM - D. Wilson		1	0	Mar28 2017 3/28/2017	10.5.0000.2321.410.01.0000 General Supplies	\$74.90
BMO Harris CC - CORNER BAKERY 0175 - D. Wilson		1	0	Mar28 2017 3/28/2017	10.5.0000.2321.410.01.0000 General Supplies	\$59.75
BMO Harris CC - AURELIOS PIZZA - LA G - M. DeBartolo		1	0	Mar28 2017 3/28/2017	10.5.0000.2321.410.01.0000 General Supplies	\$59.54
BMO Harris CC - AMAZON MKTPLACE PMTS - S. Lee		1	0	Mar28 2017 3/28/2017	10.5.0000.1122.410.04.0000 Classroom Supplies - 7th	\$58.14
BMO Harris CC - OTC BRANDS - C. Curtis		1	0	Mar28 2017 3/28/2017	10.5.0000.1110.410.03.0000 General Supplies	\$56.44
BMO Harris CC - MENARDS MOUNT PROSPECT - J. Cisneros		1	0	Mar28 2017 3/28/2017	10.5.0000.1410.410.04.0000 General Supplies - Ind. Arts	\$52.78

Check #: 0

PO/InvoiceTotal:	\$2,484.69
Vendor Total:	\$2,484.69
Grand Total:	\$2,484.69

End of Report

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1256

05/09/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Anderson Pest Solutions	05303					
Check Group:						
Contracted Monthly Service @ All Schools		1	170661	4208629 4/7/2017	20.5.0000.2542.319.01.0000 Professional Services	\$213.95
Contracted Semi-Annual Sentricon Termite Monitoring , Exterior Barrier		1	170661	4211867 4/7/2017	20.5.0000.2542.319.01.0000 Professional Services	\$360.00
Check #: 0						
PO/InvoiceTotal:						\$573.95
Vendor Total:						\$573.95
Arlington Heights Garibaldis						
Check Group:						
Student Focus Group @Sullivan - D. Angelaccio		4	0	1 05.01.2017 5/1/2017	10.5.0000.2210.410.01.0000 General Supplies	\$38.00
Check #: 0						
PO/InvoiceTotal:						\$38.00
Vendor Total:						\$38.00
AssetGenie, Inc						
Check Group:						
Repair iPad2 - Retina Glass/Digitizer & LCD Repair - Asset #2593		1	0	1172973 4/26/2017	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$169.00
Check #: 0						
PO/InvoiceTotal:						\$169.00
Vendor Total:						\$169.00
AT & T Mobility	71927					
Check Group:						
Monthly Cell Phone Charges - EDP - 03/20 - 04/19/2017		1	0	827020302 x 04.19.17 4/19/2017	10.5.0000.3500.341.01.0000 EDP Phones	\$70.00

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1256

05/09/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Monthly Cell Phone Charges - Facilities- 03/20 - 04/19/2017		1	0	827020302 x 04.19.17 4/19/2017	10.5.0000.2630.341.01.0000 Telephone/Network	\$71.44
					Check #: 0	
						PO/InvoiceTotal: <u>\$141.44</u>
						Vendor Total: <u>\$141.44</u>
Brechts Database Solutions	80438					
Check Group:						
PowerDS Program: Direct Service - 5% IL		1	0	3039 5/2/2017	10.5.0000.1205.316.01.0000 Contracted Software/Websites	\$251.78
					Check #: 0	
						PO/InvoiceTotal: <u>\$251.78</u>
						Vendor Total: <u>\$251.78</u>
Craig Curtis						
Check Group:						
Tuition Reimbursement - Graduate Classes (4 Credit Hours)		4	0	ReimburseWinter 2017 5/5/2017	10.5.0000.2640.230.01.0000 Teacher/Principal Tuition	\$2,044.92
					Check #: 0	
						PO/InvoiceTotal: <u>\$2,044.92</u>
						Vendor Total: <u>\$2,044.92</u>
Follett School Solutions, Inc	00313					
Check Group:						
Library Books		1	0	585506F-5 4/21/2017	10.5.0000.2222.430.04.0000 Library Books - Middle School	\$895.09
					Check #: 0	
						PO/InvoiceTotal: <u>\$895.09</u>
						Vendor Total: <u>\$895.09</u>
Fox Valley Fire & Saftey Co	00315					
Check Group:						

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1256

05/09/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount	
Quarterly Fire Alarm Radio Monitoring @ Ross		1	170660	IN00079365 4/10/2017	20.5.0000.2542.319.01.0000 Professional Services	\$99.00	
Quarterly Fire Alarm Radio Monitoring @ IKE		1	170660	IN00079366 4/10/2017	20.5.0000.2542.319.01.0000 Professional Services	\$99.00	
Quarterly Fire Alarm Radio Monitoring @ Mac		1	170660	IN00079367 4/10/2017	20.5.0000.2542.319.01.0000 Professional Services	\$99.00	
Quarterly Fire Alarm Radio Monitoring @ Sullivan		1	170660	IN00079368 4/10/2017	20.5.0000.2542.319.01.0000 Professional Services	\$99.00	
Check #: 0							
						PO/InvoiceTotal: <u>\$396.00</u>	
						Vendor Total: <u>\$396.00</u>	
Home Depot	00063						
Check Group:							
Home Depot - 27 Gallon Tote - B. Rominski		4	0	1597162 4/12/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$39.88	
Home Depot - Supplies for Admin, MAC, & IKE - C. Schmidt		1	0	2030739 4/11/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$235.79	
Home Depot - Supplies for Ross - C. Schmidt		1	0	3064289 4/20/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$9.65	
Home Depot - Supplies - C. Schmidt		1	0	597227 4/13/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$21.73	
Check #: 0							
						PO/InvoiceTotal: <u>\$307.05</u>	
						Vendor Total: <u>\$307.05</u>	
Honeywell International Inc	80525						
Check Group:							
1.875 Bacnet Controller		1	170665	5239219640 2/23/2017	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$135.00	
Labor CHarge		1	170665	5239219640 2/23/2017	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$497.07	

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1256

05/09/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Misc. Parts/ Expenses		1	170665	5239219640 2/23/2017	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$157.50
Safety & Environment Compliance Charge		1	170665	5239219640 2/23/2017	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$45.00
Check #: 0						
PO/InvoiceTotal:						\$834.57
Vendor Total:						\$834.57
J.W. Pepper & Son Inc.	80770					
Check Group:						
When I Grow Up		45	170564	11C60695 3/8/2017	10.5.0000.1117.410.02.0000 Classroom Supplies	\$169.99
Dream Keeper		45	170564	11C60695 3/8/2017	10.5.0000.1117.410.02.0000 Classroom Supplies	\$102.00
Check #: 0						
PO/InvoiceTotal:						\$271.99
Vendor Total:						\$271.99
Jeni Teramoto	02102					
Check Group:						
Homebound Mileage Reimbursement 4/18, 4/19, 4/20, 4/24, 4/25, & 4/27/2017 - DP		40	0	HBoundMileageR eimb 4/27/2017	10.5.0000.1120.332.04.0000 Travel Expense	\$21.40
Mileage Reimbursement 4/26/2017 & 4/28/2017		80.6	0	MileageReimburs e0417 4/28/2017	10.5.0000.2410.332.04.0000 Travel/Mileage Exp.	\$43.12
Check #: 0						
PO/InvoiceTotal:						\$64.52
Vendor Total:						\$64.52
Lewis Paper International, Inc						
Check Group:						
White Copy Paper - ROSS		40	0	011812 4/3/2017	10.5.0000.1110.412.01.0000 Copier Paper	\$1,000.00

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1256

05/09/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
						PO/InvoiceTotal: \$1,000.00
						Vendor Total: \$1,000.00
Logsdon Office Supply						
Check Group:						
Easel Pad - Ruled		1	170658	0997372-001 4/27/2017	10.5.0000.1110.410.01.0000 General Supplies - Dist. Wide	\$60.22
Easel Pad - Plain		2	170658	0997372-001 4/27/2017	10.5.0000.1110.410.01.0000 General Supplies - Dist. Wide	\$112.16
Check #: 0						
						PO/InvoiceTotal: \$172.38
						Vendor Total: \$172.38
Michelle Diaz						
Check Group:						
Mileage Reimbursement - 04/17 thru 4/28/2017		10	0	Mileage 04.28.17 4/28/2017	10.5.0000.1205.332.01.0000 Travel Expense	\$5.35
Check #: 0						
						PO/InvoiceTotal: \$5.35
						Vendor Total: \$5.35
Milieu Design LLC	80225					
Check Group:						
Snow Removal 1.5"-4" Playground		1	170663	123448 5/2/2017	20.5.0000.2543.319.01.0000 Contracted Services	\$100.00
Double Salting Parking & Drives		2	170663	123448 5/2/2017	20.5.0000.2543.319.01.0000 Contracted Services	\$310.00
Snow Removal 1.5"-4" Parking & Drives		1	170663	123448 5/2/2017	20.5.0000.2543.319.01.0000 Contracted Services	\$195.00
Double Salting Parking & Drives		2	170663	123448 5/2/2017	20.5.0000.2543.319.01.0000 Contracted Services	\$310.00

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1256

05/09/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Snow Removal 5.1"-6" Parking & Drives		1	170663	123448 5/2/2017	20.5.0000.2543.319.01.0000 Contracted Services	\$327.00
Snow Removal 5.1"-6" Playground		1	170663	123448 5/2/2017	20.5.0000.2543.319.01.0000 Contracted Services	\$160.00
Check #: 0						
PO/InvoiceTotal:						\$1,402.00
Check Group:						
Snow Removal 1.5"-4" Playground		1	170664	123447 5/2/2017	20.5.0000.2543.319.01.0000 Contracted Services	\$150.00
Double Salting Parking & Drives		2	170664	123447 5/2/2017	20.5.0000.2543.319.01.0000 Contracted Services	\$310.00
Snow Removal 1.5"-4" Parking & Drives		1	170664	123447 5/2/2017	20.5.0000.2543.319.01.0000 Contracted Services	\$150.00
Snow Removal 5.1"-6" Parking & Drives		1	170664	123447 5/2/2017	20.5.0000.2543.319.01.0000 Contracted Services	\$280.00
Snow Removal 5.1"-6" Playground		1	170664	123447 5/2/2017	20.5.0000.2543.319.01.0000 Contracted Services	\$215.00
Double Salting Parking & Drives		2	170664	123447 5/2/2017	20.5.0000.2543.319.01.0000 Contracted Services	\$310.00
Check #: 0						
PO/InvoiceTotal:						\$1,415.00
Vendor Total:						\$2,817.00
Nicor Gas						
Check Group:						
Monthly Natural Gas - 03/23 to 04/26/2017 - Ross		1	0	2793566 x 04.26.17 4/26/2017	20.5.0000.2542.465.01.0000 Natural Gas	\$131.72
Monthly Natural Gas - 03/24 to 04/26/2017 - Sullivan		1	0	52741700000 x 04.26. 4/26/2017	20.5.0000.2542.465.01.0000 Natural Gas	\$274.26

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1256

05/09/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Monthly Natural Gas - 03/24 to 04/26/2017 - MAC		1	0	62741700009 x 04.26. 4/26/2017	20.5.0000.2542.465.01.0000 Natural Gas	\$127.54
					Check #: 0	
						PO/InvoiceTotal: <u>\$533.52</u>
						Vendor Total: <u>\$533.52</u>
Paridad, Inc.						
Check Group:						
Professional Development		1	170651	020 4/24/2017	10.5.0000.1800.312.01.0000 Professional Development	\$1,400.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$1,400.00</u>
						Vendor Total: <u>\$1,400.00</u>
Performance Chemical & Supply						
Check Group:						
Green Certified Neutral Floor Cleaner		2	170666	211000 4/24/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$200.00
H2Orange2 Concentrate 117 Sanitizer/Viricide		2	170666	211000 4/24/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$290.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$490.00</u>
						Vendor Total: <u>\$490.00</u>
Rick Kwiecinski	80285/8053					
Check Group:						
MAC Volleyball Referee - May 2, 2017		1	0	MAC Vball 05.02.17 5/2/2017	10.5.0000.1503.319.04.0000 Professional Services	\$70.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$70.00</u>
						Vendor Total: <u>\$70.00</u>
Sheet Music Plus	80830					

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1256

05/09/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
The Swing-2 Part		45	170566	22378 3/16/2017	10.5.0000.1117.410.02.0000 Classroom Supplies	\$92.23
Check #: 0						
PO/InvoiceTotal:						\$92.23
Vendor Total:						\$92.23
Speedway LLC	80327					
Check Group:						
Gasoline - District Vehicles - 03/28 to 04/26/2017		1	0	035299035 x 04.26.17 4/26/2017	20.5.0000.2545.464.01.0000 Gasoline - District Vehicles	\$45.53
Check #: 0						
PO/InvoiceTotal:						\$45.53
Vendor Total:						\$45.53
Step Forward Therapy, Inc.						
Check Group:						
OT Treatment, Consult, Meetings, Paperwork: 04/06/2017, 04/14/2017, 04/20/2017, 04/27/2017		28	0	1400 4/4/2017	10.5.0000.2130.319.01.0000 Other Professional & Technical Services	\$2,520.00
Check #: 0						
PO/InvoiceTotal:						\$2,520.00
Vendor Total:						\$2,520.00
Warehouse Direct	80219					
Check Group:						
Cover, Body, Blue, Rear (vacuume repair)		1	170662	3443443-0 4/17/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$44.54
Clutch, Bearing Kit (Vacuume Repair)		1	170662	3443443-0 4/17/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$29.92
Cover (vacuume repair)		1	170662	3443443-0 4/17/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.16

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1256

05/09/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
16x1 Microfiber Duster		2	170662	3445212-0 4/13/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$42.92
Cleaner, Natural Dish Soap		1	170662	3445212-0 4/13/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$5.47
Pad, 14x20 Boost Red Pad		1	170662	3445212-0 4/13/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$18.59
18" Microfiber Mop Heads		3	170662	3445765-0 4/13/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$54.12
Microfiber Charging Bucket		1	170662	3445765-1 4/14/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$75.46
Liner, Can, 43x48, 1.35 MIL		10	170662	3454146-0 4/21/2017	20.5.0000.2542.410.01.0000 Materials & Supplies	\$210.20
Check #: 0						
						PO/InvoiceTotal: <u>\$492.38</u>
						Vendor Total: <u>\$492.38</u>
WOW Business	81068					
Check Group:						
Monthly Charges - MAIN - 04/30 to 05/29/2017		1	0	014047166 x 05.2017 5/1/2017	10.5.0000.2630.341.01.0000 Telephone/Network	\$3,673.00
Check #: 0						
						PO/InvoiceTotal: <u>\$3,673.00</u>
						Vendor Total: <u>\$3,673.00</u>
						Grand Total: <u>\$19,299.70</u>

End of Report

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1257

05/09/2017

Fiscal Year: 2016-2017

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
City of Prospect Heights_01084	01084					
Check Group:						
Crossing Guards - Gross Salary for Payroll Dates: 03/03/2017, 03/17/2017, 03/31/2017, 04/14/2017, & 04/28/2017		1 0		CG2-17 4/26/2017	10.5.0000.2191.319.01.0000 Crossing Guards	\$10,399.02
Crossing Guards - Employer Portion of OASDI (SS) for Payroll Dates: 03/03/2017, 03/17/2017, 03/31/2017, 04/14/2017, & 04/28/2017		1 0		CG2-17 4/26/2017	10.5.0000.2191.319.01.0000 Crossing Guards	\$644.75
Crossing Guards - Employer Portion of Medicare for Payroll Dates: 03/03/2017, 03/17/2017, 03/31/2017, 04/14/2017, & 04/28/2017		1 0		CG2-17 4/26/2017	10.5.0000.2191.319.01.0000 Crossing Guards	\$150.76
Crossing Guards - Administrative Fee for Payroll Dates: 03/03/2017, 03/17/2017, 03/31/2017, 04/14/2017, & 04/28/2017		1 0		CG2-17 4/26/2017	10.5.0000.2191.319.01.0000 Crossing Guards	\$1,119.45
Crossing Guards - Check Fee for Payroll Dates: 03/03/2017, 03/17/2017, 03/31/2017, 04/14/2017, & 04/28/2017		6 0		CG2-17 4/26/2017	10.5.0000.2191.319.01.0000 Crossing Guards	\$30.00
Check #: 0						
						PO/InvoiceTotal: <u>\$12,343.98</u>
						Vendor Total: <u>\$12,343.98</u>
						Grand Total: <u>\$12,343.98</u>

End of Report

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NSSEO BUDGET RESOLUTION

Be it resolved that the Board of Education of District 23 took action on the NSSEO 2017-2018 annual budget at their _____ Board Meeting. The result of District 23's action was _____ of the NSSEO 2017-2018 annual budget. (approval/disapproval)

President

Secretary

Date

w//budget/DistBudRes



2017-2018 BUDGET

Financial Information for Prospect Heights School District #23



Northwest Suburban Special Education Organization

Fiscal Year 2017-2018 Budget

This document is a financial plan for providing special education services as requested by the NSSEO member districts. Districts are billed for those services they receive. The projected district usage and costs are included in this document. These projections are made by both the district and NSSEO staff. District billings will be on actual usage, which could be above or below the costs based on projections. When program vacancies allow, NSSEO will accept non-member district placements if they enhance the educational services/environment.

The NSSEO budget contains the following program budgets:

- Timber Ridge School
- Miner School
- NSSEO Program at Riley and River Trails Middle School
- Kirk School
- D/HH-Elementary
- D/HH-Middle
- D/HH-High School
- Diagnostic and Educational Services Center (DESC)
- D/HH Diagnostics
- D/HH Itinerant
- Outdoor Education
- Vocational Adjustment Counselor (VAC)
- Secondary Transitional Experience Program (STEP)
- NSSEO Administration & Support Services
- Technical Assistance to Districts
- Professional Development
- Technology Central / Programs
- Transportation

NSSEO Budget Development Process

The NSSEO budget is prepared with input from various stakeholder groups including the NSSEO Governing Board of Education, the NSSEO Superintendent, NSSEO Administration, and the NSSEO Finance Advisory Committee. The NSSEO Finance Advisory Committee is comprised of representatives of the NSSEO Board, all Member District Administrative Representatives, all Member District Business Representatives, and NSSEO Administrative staff

representatives. The Committee met three times from January 24, 2017 through March 15, 2017. Members of the NSSEO Finance Advisory Committee represented district needs as well as a comprehensive financial focus on the cooperative interests.

The budget planning process reflects an ongoing emphasis of the NSSEO Governing Board's role in providing input and approval of the Finance Advisory Committee recommendations. The structured and transparent process is also intended to facilitate dialogue with member districts to insure understanding and provide frequent opportunities for input throughout development of the proposed budget.

Financial Overview

The NSSEO budget for 2017-2018 has been created in accordance with the Illinois Program Accounting Manual. A fund is an accounting entity unto itself, and all the financial transactions for the particular fund are recorded in the accounts of that fund.

The following funds included in the NSSEO budget are as follows:

A. **Education Fund:**

This fund is used for most of the instructional and administrative aspects of the organization's operations. The revenue consists primarily of payments from school districts and state and federal aid.

B. **Transportation Fund:**

This fund accounts for all revenue and expenditures made for student transportation. Revenue is derived primarily from school district payments.

C. **Building Fund:**

This fund is used for expenditures made for repair, maintenance and improvement of NSSEO property. Revenue consists primarily of school district payments.

The funds are further divided into objects. The object represents the service or materials obtained as a result of a specific expenditure. The objects used in NSSEO's budget are as follows:

1. **Salaries** – compensations paid to employees of the joint agreement.
2. **Employee Benefits** – paid by the joint agreement on behalf of its employees. These benefits include board share of IMRF, FICA, Medicare, Teacher Retirement-Local, Teacher Retirement-Federal, Health/Life/Dental Insurance assessment, and Worker's Compensation assessment.
3. **Purchased Services** – amounts paid for personal services rendered to the joint agreement and includes consulting, legal, audit, property, transportation, communication and insurance services.

4. **Supplies** – amounts paid for material items of an expendable nature and include instructional materials, office supplies, gas and electricity.
5. **Capital Outlay** – expenditures for the acquisition of fixed assets or additions to fixed assets. This includes expenditures for land or existing buildings and for improvements to the existing building and grounds. Also included in the object are equipment purchases of \$1,000 and over.
6. **Other Objects** – items including contingency (“contingency” by definition is an amount provided “to address a condition, situation, or set of circumstances involving uncertainty.” Several of the NSSEO program budgets carry small contingencies.), and dues/fees/memberships paid to professional associations and organizations. This also includes payments made to other governmental units, for example, flow-through payments made to NSSEO districts for IDEA and Preschool subgrant claims. Also included in Other Objects are transfers. Transfers are defined as “expenditures that are transfers to other NSSEO programs from NSSEO programs for services purchased, for administration fees, or rental in another NSSEO program.”
7. **Non-Capitalized Equipment** – items that would be classified as capital assets except they cost less than the capitalization threshold and are \$500-\$999 per item.

The information included herein is intended to provide background information necessary to understand the components of the 2017-2018 NSSEO budget.

Dr. Judy Hackett
Superintendent

Julie Jilek
Assistant Superintendent,
Chief School Business Official

2017-2018 NSSEO BUDGET INDEX

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w/budget/indexFY17-18



NSSEO 2017-2018 Budget Summary

2017-2018 Budget Development Process:

- ⇨ The NSSEO Budget is developed based on input from:
 - NSSEO Governing Board
 - District and NSSEO Administration
 - Student, District, Program and Educational Needs

Alignment to NSSEO Continuous Improvement Plan

- ⇨ The 2017-2018 budget was developed in alignment with the NSSEO Continuous Improvement Plan
 - Instructional Practices
 - Transition Planning
 - Individualized Educational Plans - Best Practices

Budget Highlights:

The 2017-2018 budget was developed in alignment with student, district, and program needs with a focus on:

- ⇨ Building capacity through expanding partnerships
- ⇨ Progressive educational practices
- ⇨ Short- and long-term facility planning reflective of program needs that also maximize facility utilization, efficiency, and sustainability

Enrollment Projections:

- ⇨ Enrollment projections were developed based on input from:
 - District Administrative and Business Representatives
 - Principals and Program Administrators
- ⇨ Enrollment projections in the FY18 NSSEO Budget remain stable

Proposed Staffing Changes:

- ⇨ Staffing projections were developed with recommendations from:
 - District Administrative and Business Representatives
 - Principals and Program Administrators
- ⇨ Staffing projections were developed in alignment with the NSSEO Continuous Improvement Plan
- ⇨ Staffing recommendations in programs and services were determined based on student enrollment, IEP recommendations, and program initiatives.
- ⇨ Staffing patterns in the FY18 NSSEO Budget remain consistent

Programs and Services:

The 2017-2018 budget was developed in alignment with the NSSEO Continuous Improvement Plan reflective of student and member district needs.

Tuition Rate Increase or Decrease by Program		
2017-2018 NSSEO Tuition Based Programs	2017-2018	Inc/Dec.
Member Tuition Rates		
Timber Ridge	38,220.57	2.78%
Miner School	46,285.15	2.88%
NSSEO Program at Riley & RTMS	54,251.89	-1.21%
Kirk School	40,336.63	-3.60%
Member Tuition Rates		
D/HH-Elementary	43,607.05	2.98%
D/HH-Middle	46,211.00	-0.26%
D/HH-High School	53,662.86	-0.67%

Non-Member Tuition Rates	2017-2018
Timber Ridge Non-Member	48,348.85
Timber Ridge Non-Member with Add-Ons	57,655.52
Miner Non-Member	59,456.68
Miner Non-Member with Add-Ons	68,763.35
Kirk Non-Member	54,202.51
Kirk Non-Member with Add-Ons	63,509.18

2017-2018 NSSEO Service/Other Programs			
Program:	2017-2018		Inc/Dec.
OT/PT services to District students	115,137	per FTE	1.41%
APE services to District students	84,578	per FTE	0.22%
Vision services to District students	89,915	per FTE	0.85%
Assistive Technology services to Dist Stds	84,769	per FTE	2.94%
DESC Evaluations	50,030	total	-42.60%
D/HH-Diagnostics	467,442	total	-2.80%
D/HH-Itinerant Program	24.10	per unit	3.88%
Outdoor Education	373,733	total	3.53%
VAC - (D211/D214)	70,311	per dist	-0.52%
NSSEO Administration	0	total	-----
Technical Assistance to Districts	88,150.61	per FTE	-0.06%
Central O&M	63,186	total	-1.04%
D/HH-Central Office	0	total	-----
Technology/Central	665,573	total	-0.16%
Technology/Programs	82,693	total	-0.54%

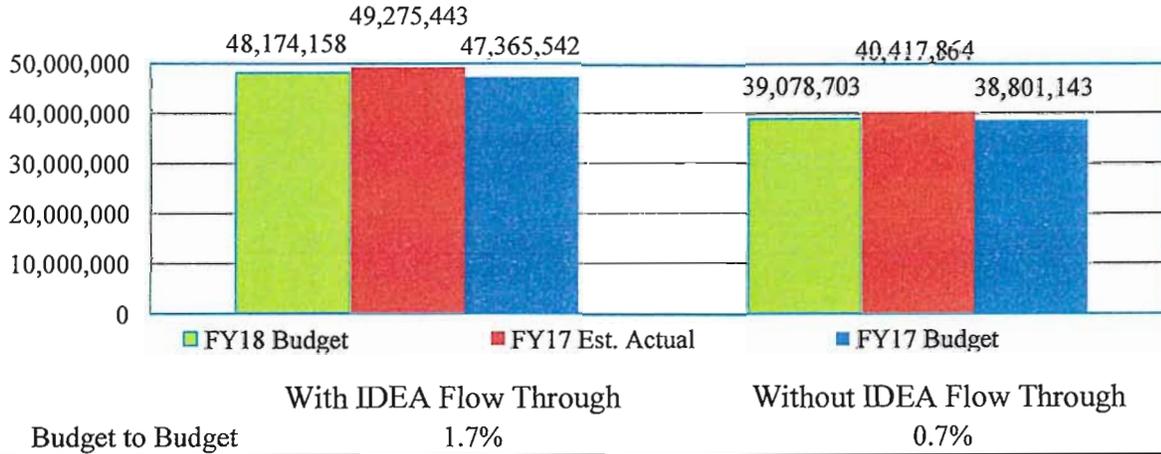
Budget Revenue/Expenditure Summary:

Revenue (with IDEA Flow-Through)

FY18 Budget	\$ 48,174,158
FY17 Est. Actual	\$ 49,275,443
FY17 Budget	\$ 47,365,542

Revenue (without IDEA Flow-Through)

FY18 Budget	\$ 39,078,703
FY17 Est. Actual	\$ 40,417,864
FY17 Budget	\$ 38,801,143

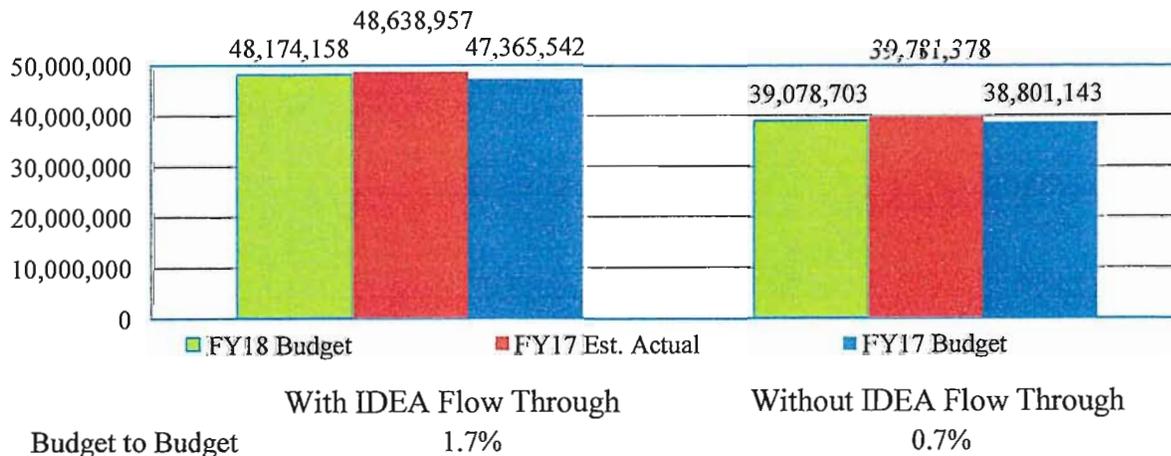


Expenditures (with IDEA Flow-Through)

FY18 Budget	\$ 48,174,158
FY17 Est. Actual	\$ 48,638,957
FY17 Budget	\$ 47,365,542

Expenditures (without IDEA Flow-Through)

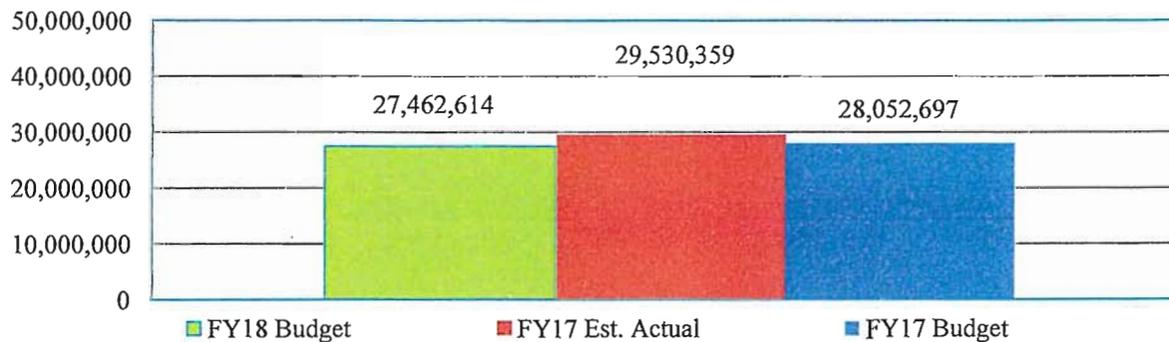
FY18 Budget	\$ 39,078,703
FY17 Est. Actual	\$ 39,781,378
FY17 Budget	\$ 38,801,143



Summary of District Payments:

District Payments

FY18 Budget	\$ 27,462,614
FY17 Est. Actual	\$ 29,530,359
FY17 Budget	\$ 28,052,697



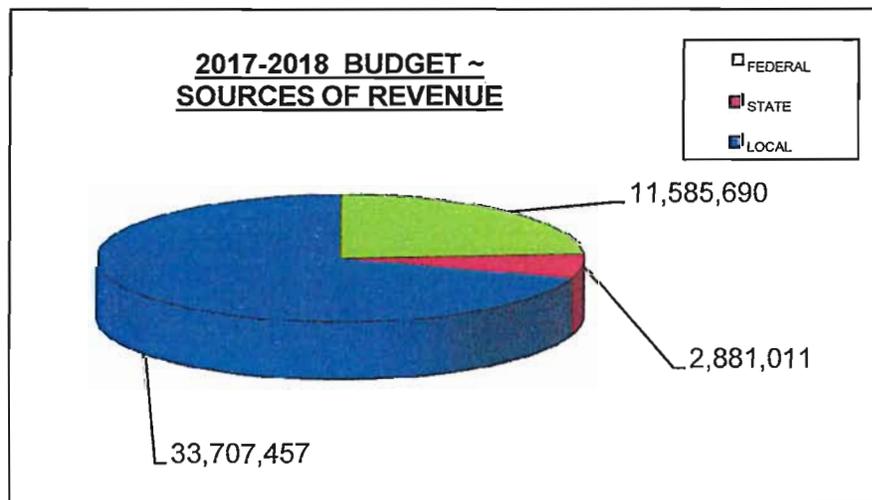
Budget to Budget -2.1%

NORTHWEST SUBURBAN SPECIAL EDUCATION ORGANIZATION

SOURCES OF REVENUE



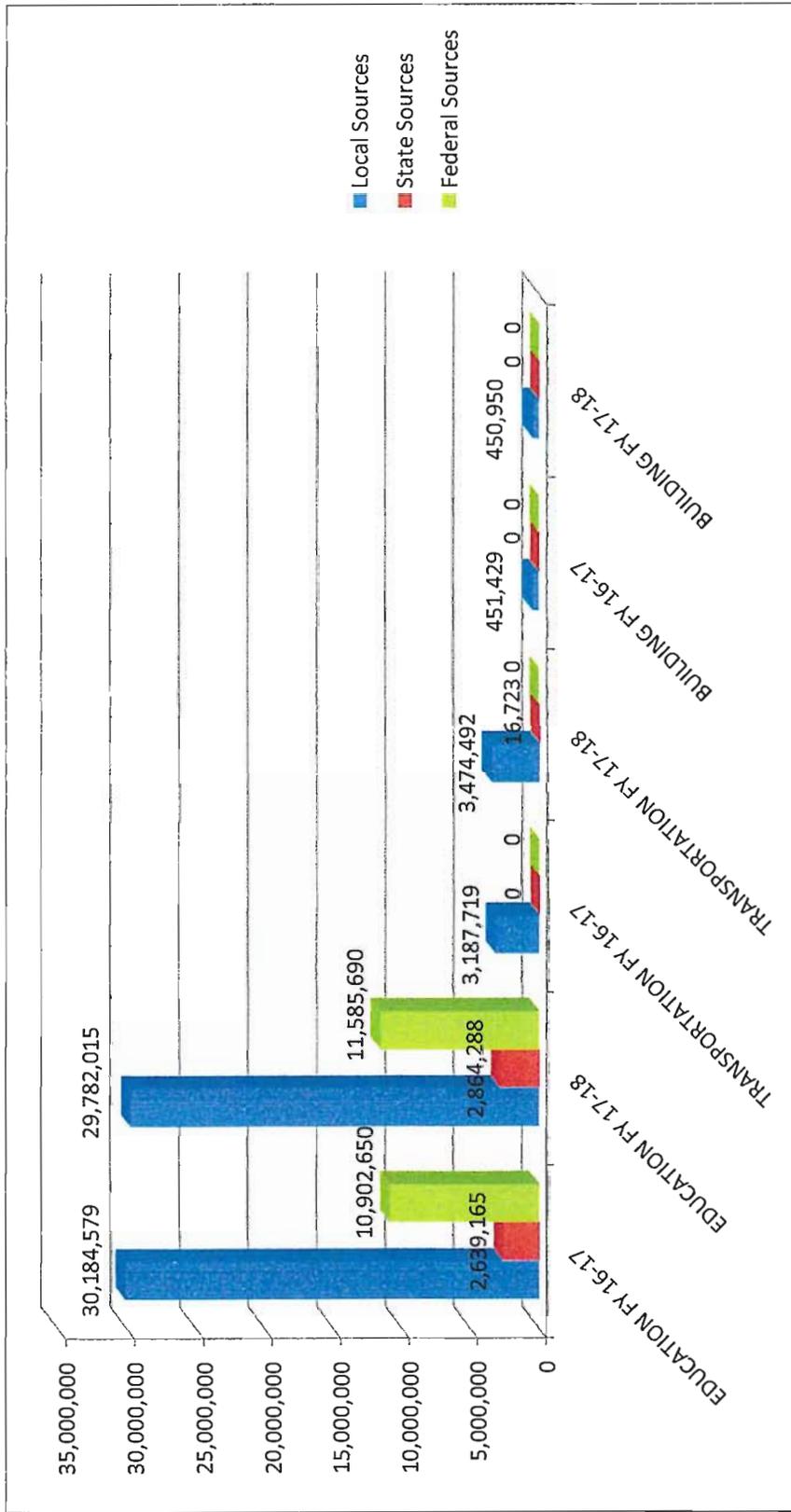
	<u>FEDERAL</u>	<u>STATE</u>	<u>LOCAL</u>	<u>TOTAL</u>
2016-2017 BUDGET	10,902,650 23.0%	2,639,165 5.6%	33,823,727 71.4%	47,365,542
2016-2017 EST. ACTUAL	11,223,360 22.8%	2,643,226 5.4%	35,408,857 71.8%	49,275,443
2017-2018 BUDGET	11,585,690 24.0%	2,881,011 6.0%	33,707,457 70.0%	48,174,158



2017-2018 NSSEO BUDGET REVENUE

	FY 16-17 Education	FY 17-18 Education	FY 16-17 Transportation	FY 17-18 Transportation	FY 16-17 Building	FY 17-18 Building	FY 16-17 Total	FY 17-18 Total
Local Sources:								
District Payments	17,965,535	17,855,876	0	0	200,000	200,000	18,165,535	18,055,876
Non-Member Payments	5,672,702	5,261,088	0	0	72,963	62,046	5,745,665	5,323,134
Transportation Payments	0	0	3,187,219	3,473,992	0	0	3,187,219	3,473,992
Direct Bill Revenue	4,103,072	4,050,629	0	0	0	0	4,103,072	4,050,629
Other Local Revenue	20,000	20,000	0	0	0	0	20,000	20,000
Breakfast/Lunch Revenue	8,614	8,583	0	0	0	0	8,614	8,583
Building Rent	5,200	5,200	0	0	0	0	5,200	5,200
ESY Assessment	112,320	110,700	0	0	0	0	112,320	110,700
Program Payments	1,767,021	1,939,599	0	0	0	0	1,767,021	1,939,599
Interest	31,000	23,840	500	500	5,400	9,000	36,900	33,340
Budget Balance	499,115	506,500	0	0	173,066	179,904	672,181	686,404
Total Local Sources	30,184,579	29,782,015	3,187,719	3,474,492	451,429	450,950	33,823,727	33,707,457
State Sources:								
Personnel Reimbursement	2,080,196	2,313,204	0	0	0	0	2,080,196	2,313,204
State Transp. Claim	0	0	0	16,723	0	0	0	16,723
Breakfast/Lunch Revenue	3,132	3,120	0	0	0	0	3,132	3,120
ORS/DHS	555,837	547,964	0	0	0	0	555,837	547,964
Total State Sources	2,639,165	2,864,288	0	16,723	0	0	2,639,165	2,881,011
Federal Sources:								
IDEA	9,829,232	10,474,842	0	0	0	0	9,829,232	10,474,842
Preschool	207,354	218,629	0	0	0	0	207,354	218,629
Breakfast/Lunch Revenue	66,564	66,319	0	0	0	0	66,564	66,319
Medicaid	799,500	825,900	0	0	0	0	799,500	825,900
Total Federal Sources	10,902,650	11,585,690	0	0	0	0	10,902,650	11,585,690
Grand Total	43,726,394	44,231,993	3,187,719	3,491,215	451,429	450,950	47,365,542	48,174,158

2017-2018 NSSEO BUDGET REVENUE



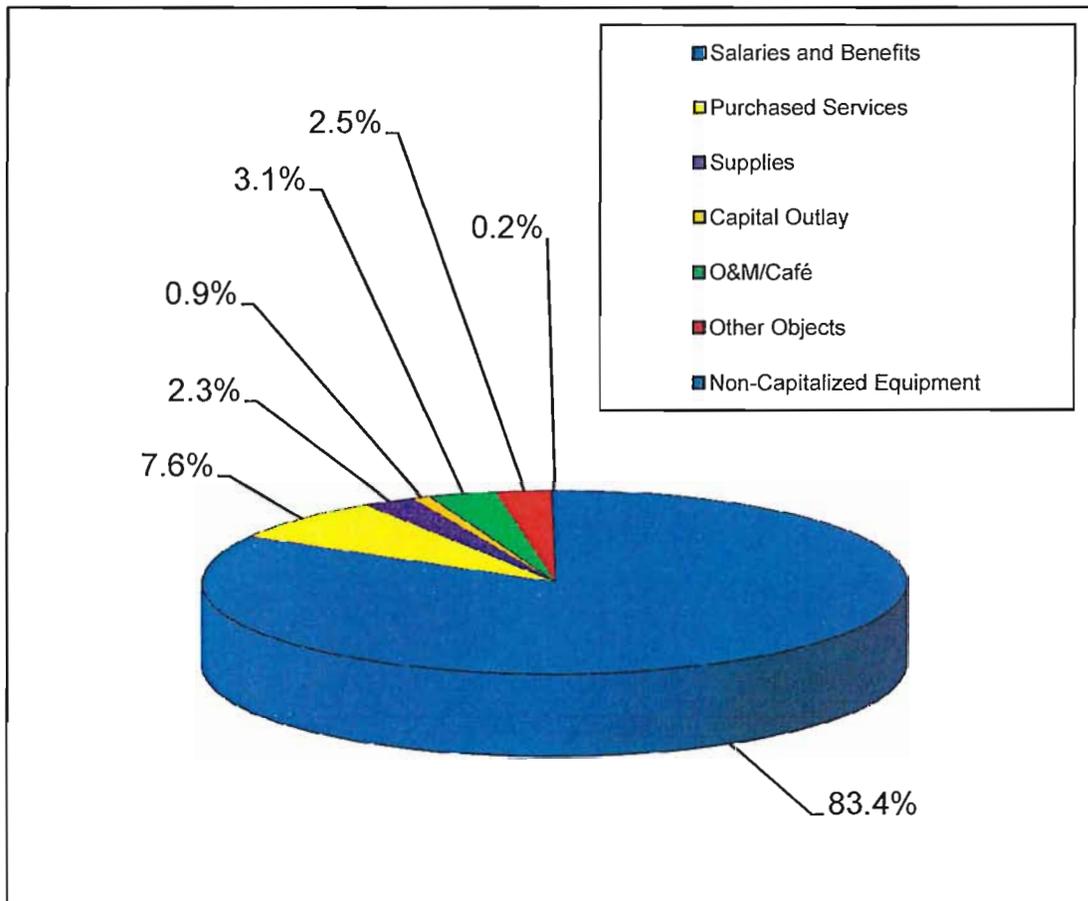


NSSEO

2017-2018 BUDGET SUMMARY

Education Fund- Allocation of Program Expenses:

Salaries and Benefits	27,838,475	83.4%
Purchased Services	2,537,354	7.6%
Supplies	781,400	2.3%
Capital Outlay	285,082	0.9%
O&M/Café	1,031,042	3.1%
Other Objects	848,270	2.5%
Non-Capitalized Equipment	59,700	0.2%
Subtotal	33,381,323	100.0%
Transfers	1,755,215	
IDEA/Preschool to Districts	9,095,455	
Total 2017-2018 Education Fund	44,231,993	

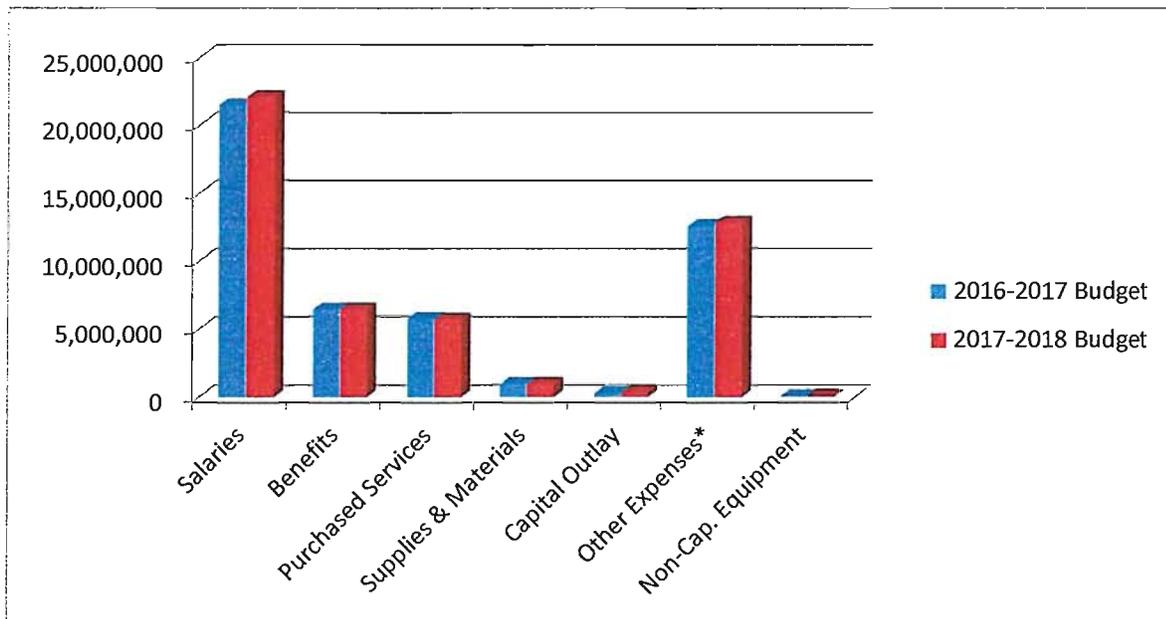


2017-2018 NSSEO BUDGET EXPENDITURES

	2016-2017 Budget	2017-2018 Budget	Change
Education Fund:			
Salaries	14,959,185	15,274,396	315,211
Benefits	4,755,826	4,709,551	-46,275
Purchased Services	1,011,082	919,297	-91,785
Supplies & Materials	291,623	291,783	160
Capital Outlay	162,741	169,741	7,000
Other Expenses*	2,302,541	2,356,339	53,798
Non-Cap. Equipment	2,700	2,700	0
Total Tuition Programs	23,485,698	23,723,807	238,109
Salaries	6,187,350	6,276,448	89,098
Benefits	1,601,942	1,578,080	-23,862
Purchased Services	1,667,342	1,618,057	-49,285
Supplies & Materials	471,536	489,617	18,081
Capital Outlay	115,341	115,341	0
Other Expenses*	791,436	784,664	-6,772
Non-Cap. Equipment	27,000	57,000	30,000
Total Service/Other	10,861,947	10,919,207	57,260
Salaries	0	0	0
Benefits	0	0	0
Purchased Services	0	0	0
Supplies & Materials	0	0	0
Capital Outlay	0	0	0
Other Expenses*	814,350	493,524	-320,826
Non-Cap. Equipment	0	0	0
Total Ed Fund Reserves	814,350	493,524	-320,826
Salaries	0	0	0
Benefits	0	0	0
Purchased Services	0	0	0
Supplies & Materials	0	0	0
Capital Outlay	0	0	0
Other Expenses*	8,564,399	9,095,455	531,056
Non-Cap. Equipment	0	0	0
Total IDEA/P.S. Subgrants to Districts	8,564,399	9,095,455	531,056
Total Education Fund	43,726,394	44,231,993	505,599

2017-2018 NSSEO BUDGET EXPENDITURES

	2016-2017 Budget	2017-2018 Budget	Change
<u>Transportation Fund:</u>			
Salaries	298,415	475,030	176,615
Benefits	65,395	101,727	36,332
Purchased Services	2,646,269	2,745,491	99,222
Supplies & Materials	152,490	117,712	-34,778
Capital Outlay	4,000	43,000	39,000
Other Expenses*	21,150	6,380	-14,770
Non-Cap. Equipment	0	1,875	1,875
Total Transportation Fund	3,187,719	3,491,215	303,496
<u>Building Fund:</u>			
Salaries	0	0	0
Benefits	0	0	0
Purchased Services	403,429	386,950	-16,479
Supplies & Materials	0	16,000	16,000
Capital Outlay	0	0	0
Other Expenses*	48,000	48,000	0
Non-Cap. Equipment	0	0	0
Total Building Fund	451,429	450,950	-479
Total All Funds	47,365,542	48,174,158	808,616
*Other Expenses - Transfers/IDEA Flow-Thru/Dues-Fees-Subscriptions			



N.S.S.E.O. BUDGET EXPENDITURES SUMMARY 2017-2018

PROGRAM	SALARIES	EMPLOYEE BENEFITS*	PURCHASED SERVICES	SUPPLIES/ MATERIALS	CAPITAL OUTLAY	TRANSFERS/ FLOW-THRU/ DUES/FEES	NON- CAPITALIZED EQUIPMENT	TOTAL
TUITION PROGRAMS:								
TIMBER RIDGE	2,673,117	733,515	116,324	83,032	1,500	549,876	0	4,157,364
MINER SCHOOL	3,442,861	1,082,902	412,218	136,573	138,241	318,579	1,500	5,532,874
RILEY/RTMS PROG	453,048	136,865	42,440	3,277	0	39,221	0	674,851
KIRK SCHOOL	7,138,333	2,377,452	159,897	68,901	30,000	1,320,607	1,200	11,096,390
D/HH-ELEMENTARY	759,186	168,849	29,316	0	0	57,441	0	1,014,792
D/HH-MIDDLE	188,351	43,436	20,680	0	0	15,148	0	267,615
D/HH-HIGH SCHOOL	619,500	166,532	138,422	0	0	55,467	0	979,921
TUITION BUDGET '18	15,274,396	4,709,551	919,297	291,783	169,741	2,356,339	2,700	23,723,807
TUITION BUDGET '17	14,959,185	4,755,826	1,011,082	291,623	162,741	2,302,541	2,700	23,485,698
TUITION EST ACT '17	15,578,829	4,903,588	1,020,500	295,073	162,741	2,306,516	2,700	24,269,947
Change in Expenditures Budget to Budget								238,109
SERVICE/OTHER:								
D.E.S.C.	1,860,545	489,706	95,592	10,750	0	149,410	0	2,606,003
D/HH-DIAGNOSTICS	328,654	92,523	47,500	10,000	0	28,721	0	507,398
D/HH-ITINERANT	706,651	105,211	26,000	0	0	50,272	0	888,134
OUTDOOR EDUCATION	406,857	79,515	37,956	39,850	0	82,227	0	646,405
VAC/STEP	215,305	83,268	391,064	1,261	0	19,188	0	710,086
NSSEO ADMINISTRATION	1,182,054	268,622	446,274	197,939	3,000	64,826	34,000	2,196,715
TECH ASST TO DIST	209,658	38,351	0	390	0	0	0	248,399
PROF DEVELOPMENT	375,567	171,572	229,028	36,728	0	0	0	812,895
CENTRAL O&M	263,710	65,858	77,645	32,150	4,100	3,000	1,000	447,463
D/HH-CENTRAL	3,500	727	107,457	21,000	0	166,520	0	299,204
TECHNOLOGY/CENTRAL	723,947	182,727	73,887	46,213	52,000	220,500	10,000	1,309,274
TECHNOLOGY/PROGRAMS	0	0	85,654	93,336	56,241	0	12,000	247,231
SRVS/OTHR BUD '18	6,276,448	1,578,080	1,618,057	489,617	115,341	784,664	57,000	10,919,207
SRVS/OTHR BUD '17	6,187,350	1,601,942	1,667,342	471,536	115,341	791,436	27,000	10,861,947
SRVS/OTHR E.A. '17	6,289,512	1,600,264	1,681,368	471,535	115,341	791,274	27,000	10,976,294
Change in Expenditures Budget to Budget								57,260
ED FUND RESERVES:								
U/C RESERVE	0	0	0	0	0	20,000	0	20,000
RETIREMENT RESERVE	0	0	0	0	0	473,524	0	473,524
ED. RES. BUDGET '18	0	0	0	0	0	493,524	0	493,524
ED. RES. BUDGET '17	0	0	0	0	0	814,350	0	814,350
ED. RES. EST ACT '17	0	0	0	0	0	814,350	0	814,350
Change in Expenditures Budget to Budget								-320,826
FLOW THRU DISTRICT SUBGRANTS:								
FLOW THRU BUD '18	0	0	0	0	0	9,095,455	0	9,095,455
FLOW THRU BUD '17	0	0	0	0	0	8,564,399	0	8,564,399
FLOW THRU EST ACT '17	0	0	0	0	0	8,857,579	0	8,857,579
Change in Expenditures Budget to Budget								531,056

N.S.S.E.O. BUDGET EXPENDITURES SUMMARY 2017-2018

PROGRAM	SALARIES	EMPLOYEE BENEFITS*	PURCHASED SERVICES	SUPPLIES/ MATERIALS	CAPITAL OUTLAY	TRANSFERS/ FLOW-THRU/ DUES/FEES	NON- CAPITALIZED EQUIPMENT	TOTAL
TOTAL EDUCATION								
BUDGET 2017-2018	21,550,844	6,287,631	2,537,354	781,400	285,082	12,729,982	59,700	44,231,993
BUDGET 2016-2017	21,146,535	6,357,768	2,678,424	763,159	278,082	12,472,726	29,700	43,726,394
EST. ACTUAL 2016-2017	21,868,341	6,503,852	2,701,868	766,608	278,082	12,769,719	29,700	44,918,170
								Change in Expenditures Budget to Budget
								505,599
TRANSP 2017-2018	475,030	101,727	2,745,491	117,712	43,000	6,380	1,875	3,491,215
BUDGET 2016-2017	298,415	65,395	2,646,269	152,490	4,000	21,150	0	3,187,719
EST. ACTUAL 2016-2017	370,488	78,603	2,665,788	111,314	19,165	24,000	0	3,269,358
								Change in Expenditures Budget to Budget
								303,496
BLDG FUND 2017-2018	0	0	386,950	16,000	0	48,000	0	450,950
BUDGET 2016-2017	0	0	403,429	0	0	48,000	0	451,429
EST. ACTUAL 2016-2017	0	0	387,429	16,000	0	48,000	0	451,429
								Change in Expenditures Budget to Budget
								-479
GRAND TOTALS:								
BUDGET 2017-2018	22,025,874	6,389,358	5,669,795	915,112	328,082	12,784,362	61,575	48,174,158
BUDGET 2016-2017	21,444,950	6,423,163	5,728,122	915,649	282,082	12,541,876	29,700	47,365,542
EST. ACTUAL 2016-2017	22,238,829	6,582,455	5,755,085	893,922	297,247	12,841,719	29,700	48,638,957
								Change in Expenditures Budget to Budget
								808,616
								% Change in Expenditures Budget to Budget
								1.7%
GRAND TOTALS LESS IDEA FLOW-THROUGH:								
BUDGET 2017-2018	22,025,874	6,389,358	5,669,795	915,112	328,082	3,688,907	61,575	39,078,703
% of Budget	56.4%	16.3%	14.5%	2.3%	0.8%	9.4%	0.2%	100.0%
BUDGET 2016-2017	21,444,950	6,423,163	5,728,122	915,649	282,082	3,977,477	29,700	38,801,143
% of Budget	55.3%	16.6%	14.8%	2.4%	0.7%	10.3%	0.1%	100.0%
EST. ACTUAL 2016-2017	22,238,829	6,582,455	5,755,085	893,922	297,247	3,984,140	29,700	39,781,378
% of Budget	55.9%	16.5%	14.5%	2.2%	0.7%	10.0%	0.1%	100.0%
								Change in Expenditures Budget to Budget
								277,560
								% Change in Expenditures Budget to Budget
								0.7%

*Employee Benefits include Board Share of IMRF, FICA, Medicare, Teacher Retirement/Local, Teacher Retirement/Federal, Health/Life/Dental Insurance, and Worker's Compensation.



2017-2018 BUDGET ENROLLMENT SUMMARY

Budget 2016-2017 to Budget 2017-2018

	Budget		Enrollment	
	<u>2016-2017</u>	<u>2017-2018</u>	<u>Inc./Dec.</u>	<u>FY18 %</u>
<u>Timber Ridge</u>				
Member	55.0	66.5	11.5	79%
Non-Member	25.0	18.0	-7.0	21%
	80.0	84.5	4.5	100%

■ Member
79%

■ Non-Member
21%

	Budget		Enrollment	
	<u>2016-2017</u>	<u>2017-2018</u>	<u>Inc./Dec.</u>	<u>FY18 %</u>
<u>Miner School</u>				
Member	63.8	62.8	-1.0	78%
Non-Member	18.0	17.7	-0.3	22%
	81.8	80.5	-1.3	100%

■ Member
78%

■ Non-Member
22%

	Budget		Enrollment	
	<u>2016-2017</u>	<u>2017-2018</u>	<u>Inc./Dec.</u>	<u>FY18 %</u>
<u>Riley/RTMS Program</u>				
Member	10.0	9.0	-1.0	100%
Non-Member	0.0	0.0	0.0	0%
	10.0	9.0	-1.0	100%

■ Member
100%

■ Non-Member
0%

	Budget		Enrollment	
	<u>2016-2017</u>	<u>2017-2018</u>	<u>Inc./Dec.</u>	<u>FY18 %</u>
<u>Kirk School</u>				
Member	117.9	131.5	13.6	73%
Non-Member	47.0	48.0	1.0	27%
	164.9	179.5	14.6	100%

■ Member
73%

■ Non-Member
27%



2017-2018 BUDGET ENROLLMENT SUMMARY

Budget 2016-2017 to Budget 2017-2018

	Budget		Enrollment	
	2016-2017	2017-2018	Inc./Dec.	FY18 %
<u>D/HH-Elementary</u>				
Member	22.5	19.0	-3.5	100%
	22.5	19.0	-3.5	100%

■ Member
100%

	Budget		Enrollment	
	2016-2017	2017-2018	Inc./Dec.	FY18 %
<u>D/HH-Middle</u>				
Member	6.0	5.0	-1.0	100%
	6.0	5.0	-1.0	100%

■ Member
100%

	Budget		Enrollment	
	2016-2017	2017-2018	Inc./Dec.	FY18 %
<u>D/HH-High School</u>				
Member	21.0	14.0	-7.0	100%
	21.0	14.0	-7.0	100%

■ Member
100%

	Budget		Enrollment	
	2016-2017	2017-2018	Inc./Dec.	FY18 %
<u>TOTAL</u>				
Member	296.2	307.8	11.6	79%
Non-Member	90.0	83.7	-6.3	21%
	386.2	391.5	5.3	100%

■ Member
79%

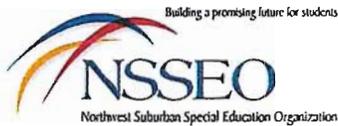
■ Non-Member
21%



2017-2018 BUDGET STAFFING SUMMARY
Budget 2016-2017 to Budget 2017-2018

PROGRAM:	BUDGET 2016-2017 STAFF	BUDGET 2017-2018 STAFF	INC./DEC.
TIMBER RIDGE	51.1800	55.4300	4.2500
MINER SCHOOL	77.4500	76.1000	-1.3500
RILEY/RTMS PROGRAM	10.6200	9.0500	-1.5700
KIRK SCHOOL	160.8400	165.6890	4.8490
D/HH-ELEMENTARY	14.0800	12.1800	-1.9000
D/HH-MIDDLE	4.0400	2.8400	-1.2000
D/HH-HIGH SCHOOL	11.9300	9.7300	-2.2000
DIAG. & EDUC. SRVS. CENTER	23.7160	23.8660	0.1500
D/HH-DIAGNOSTICS	5.1000	4.7500	-0.3500
D/HH-ITINERANT	11.0000	9.1500	-1.8500
OUTDOOR EDUCATION	4.7750	5.0000	0.2250
OUTDOOR ED.-RESTRICTED	1.0000	1.0000	0.0000
VOC. ADJUSTMENT COUNSELOR	4.0000	4.0000	0.0000
NSSEO ADMINISTRATION	11.1500	11.4500	0.3000
TECHNICAL ASSISTANCE TO DISTRICTS	2.8520	2.7520	-0.1000
PROFESSIONAL DEVELOPMENT	3.6000	4.0900	0.4900
CENTRAL O&M	2.3813	2.3813	0.0000
D/HH-CENTRAL OFFICE	0.0000	0.0000	0.0000
TECHNOLOGY / CENTRAL	10.9500	9.8500	-1.1000
GILLET CENTER O&M	2.0000	2.0000	0.0000
KIRK O&M	4.0000	4.0000	0.0000
KIRK CAFETERIA	2.5000	2.5000	0.0000
TRANSPORTATION	1.4500	1.4500	0.0000
TRANSPORTATION-IN HOUSE	0.0000	1.5000	1.5000
TOTALS	420.6143	420.7583	0.1440

Updated February 23, 2017
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Programs and Services

NSSEO continues to redesign programs and services offered to meet the changing needs of its member districts in alignment with the NSSEO Continuous Improvement Plan that promotes continuous improvement. NSSEO's emphasis on improved student outcomes is reflective of a streamlined process that aligns programming, integrated growth measures, individualized interventions and ongoing program review. In collaborative partnership with our member districts, NSSEO provides a continuum of special education services and other supports allowing districts to capitalize on educational opportunity by utilizing economy of scale. NSSEO continues to provide progressive and visionary leadership in the field of education through advocacy at the state and federal level, family and community involvement, professional development and coaching leading to greater opportunity for students.

NSSEO Programs and Services

Tuition Programs:

- Kirk School
- Miner School
- Timber Ridge School
- NSSEO Program at Riley and River Trails Middle School
- The Deaf and Hard of Hearing-Elementary School
- The Deaf and Hard of Hearing-Middle School
- The Deaf and Hard of Hearing-High School

Services:

- Administrative and Support Services
- Adapted Physical Education
- Assistive and Instructional Technology
- Autism
- Deaf and Hard of Hearing Evaluation Services (Including audiology evaluations)
- Deaf and Hard of Hearing Itinerant Services
- Evaluation and Coaching
- Occupational Therapy
- Outdoor Education
- Physical Therapy
- Professional Development and Coaching
- Speech Therapy
- Transportation Services
- Transition Services
- Vision Services

Programs and Services - Continued

The 2017-2018 budget was developed in alignment with the NSSEO Continuous Improvement Plan reflective of student and member district needs.

NSSEO Continuous Improvement Plan:

- Instructional Practices
- Transition Planning
- Individualized Educational Plans – Best Practices

NSSEO Strategic Areas of Focus

- Instructional practices that incorporate opportunities for students to make informed choices and evaluate outcomes through problem solving activities, creative thinking, and innovative learning that actively engages students in meaningful connections.
- Comprehensive decision-making process that connects data analysis to instructional planning and implementation of an instructional continuum in English Language Arts, Mathematics, Social/Emotional Learning and Communication.
- Person-centered planning that reflects a customized approach to college/career/life readiness through increased opportunities for employment.
- Individualized communication systems that best align advanced technology and supports to meet the needs of diverse learners.
- Innovative and flexible educational environments that motivate learners, support collaboration, and provide ability to change and personalize learning through reallocation of space.
- Best practices IEP training modules reflective of progressive educational changes
- Embedded professional development and coaching tailored to district and program needs.
- Responsive cooperative design to address district and program needs (ie transportation, department reviews, behavior supports, advocacy).



NSSEO Funding Formulas

NSSEO Tuition Based Programs
Programs:
Timber Ridge
Miner School
Riley and RTMS Program
Kirk School
D/HH-Elementary
D/HH-Middle
D/HH-High School
-Based on a projected per student cost
NSSEO Service/Other Programs
Programs:
DESC Services:
OT/PT services to District students
APE services to District students
Vision services to District students
Assistive Technology services to District students
Based on the average salary, plus benefits, plus administrative add-on, plus rent, travel, telephone, postage, photocopy, materials add-on.
DESC Evaluations - based on actual usage logs kept by DESC evaluation staff converted to a three tier system.
D/HH-Diagnostics - based on actual usage logs kept by evaluation staff converted to a four tier system.
D/HH-Itinerant - based on a per unit cost
Outdoor Education - based on % of projected usage in the education fund
VAC - costs are split between Districts 211 & 214
NSSEO Administration - no separate cost to member districts (6% in programs)
Technical Assistance to Districts - based on usage (FTE)
Central O&M - based on % of projected usage in the education fund
D/HH-Central Office - no separate cost to member districts (6% in programs)
Technology/Central - based on % of projected usage in the education fund
Technology/Programs - based on % of projected usage in the education fund
NSSEO Reserves
Unemployment Reserve - No Assessment in 2017-2018
Based on 50% Historical Usage ('06, '11, '16), 25% AFR Revenue, 25% Usage % in Ed Fund
Retirement Reserve - No Assessment in 2017-2018
Based on 50% Historical Usage ('06, '11, '16), 25% AFR Revenue, 25% Usage % in Ed Fund
Building Fund
Based on 1/3 Projected Usage in Buildings We Own, 1/3 AFR Revenue, 1/3 Equal Share

Member District Tuition/Rate Increase or Decrease by Program

2017-2018 NSSEO Tuition Based Programs				
Program	2016-2017 BUDGET		2017-2018 BUDGET	INC./DEC. %
Timber Ridge	37,187.64	per std	38,220.57	2.78%
Miner School	44,991.40	per std	46,285.15	2.88%
NSSEO Program at Riley & RTMS	54,914.00	per std	54,251.89	-1.21%
Kirk School	41,842.73	per std	40,336.63	-3.60%
D/HH-Elementary	42,345.20	per std	43,607.05	2.98%
D/HH-Middle	46,333.00	per std	46,211.00	-0.26%
D/HH-High School	54,026.38	per std	53,662.86	-0.67%
2017-2018 NSSEO Service/Other Programs				
Program	2016-2017 BUDGET		2017-2018 BUDGET	INC./DEC. %
DESC:				
OT/PT services to District students	113,532	per FTE	115,137	1.41%
APE services to District students	84,392	per FTE	84,578	0.22%
Vision services to District students	89,159	per FTE	89,915	0.85%
Assistive Technology services to District students	82,344	per FTE	84,769	2.94%
DESC Evaluations - based on usage logs kept by DESC evaluation staff reflective of current year actual usage converted to a three tier system	87,157	total	50,030	-42.60%
D/HH-Diagnostics - formula based on usage logs kept by program staff reflective of current year actual usage converted to a four tier system	480,926	total	467,442	-2.80%
D/HH-Itinerant Program	23.20	per unit	24.10	3.88%
Outdoor Education - based on % of usage in education fund	361,001	total	373,733	3.53%
VAC - costs are split between Districts 211 & 214	70,682	per dist	70,311	-0.52%
NSSEO Administration - Offset by IDEA dollars/Admin Fee	0	total	0	0.00%
Technical Assistance to Districts	88,204.68	per FTE	88,150.61	-0.06%
Professional Development - Offset by IDEA dollars	0	total	0	0.00%
Central O&M - based on % of usage in education fund	63,851	total	63,186	-1.04%
D/HH-Central Office - Offset by Admin Fee	0	total	0	0.00%
Technology/Central - based on % of usage in education fund	666,621	total	665,573	-0.16%
Technology/Programs - based on % of usage in education fund	83,146	total	82,693	-0.54%



NSSEO Five-Year Facility Plan

The NSSEO Five-Year Facility Plan focuses on both short-term and long-term facility and program needs. The facility plan is developed through an examination of the current status and future initiatives of facilities, through an analysis of facility needs, program initiatives, and the use of work space.

Guiding Principles in the development of the NSSEO Five-Year Facility Plan include:

- Health, safety, and security
- Maintenance and upkeep of facilities
- Integration of program initiatives
- Optimal utilization of facilities
- Environmental Sustainability

The development process of the NSSEO Five-Year Facility Plan included:

- ▶ Examination of the current use of facilities in alignment with program needs and use by all stakeholders.
- ▶ Integration of facility planning with program redesign
- ▶ Collection of current data about the conditions of facilities in order to inform the need for repair, renovations, and new construction.
- ▶ Prioritization of larger, more costly systemic repairs/projects within financial limitations
- ▶ Consideration cost of energy improvements and sustainable construction whenever possible

The following Five-Year Facility Plan highlights the outcomes of the facility plan development process.

Within the NSSEO Five-Year Facility Plan framework, the District assesses and predicts both the need and timing for maintenance and repairs to facilities, facility redesign, and major renovations. Ongoing review of the Facility Plan provides for refinement and revisions as priorities dictate.

NSSEO Building Fund Priority Schedule

	Priority 1 2017-2018	Priority 2 2018-2019	Priority 3 2019-2020	Priority 4 2020-2021	Priority 5 2021-2022
Gillet Center					
Crack Fill, Sealcoat, Restripe Parking Lot	40,000	10,000	10,000	10,000	10,000
Tuck pointing	10,000	5,000	5,000	5,000	5,000
General Painting	2,000	2,000	2,000	2,000	2,000
Concrete Replacement/Repair	2,000	2,000	2,000	2,000	2,000
Mulch for Playground	2,000	2,000	2,000	2,000	2,000
Classroom Renovations (sinks)	13,500				
Ceiling Tile	12,000				
A/C - Gym		60,000			
Boiler Tubes		25,000			
Paint Univents	18,200				
Blinds (32 rooms)	12,000				
Window Removal and Replacements			350,000	350,000	
Building Security System		60,000			
Administration Building					
Crack Fill, Sealcoat, Restripe Parking Lot	40,000	150,000	10,000	10,000	10,000
Tuck pointing	13,000	4,000	4,000	4,000	4,000
General Painting	1,500	1,500	1,500	1,500	1,500
Concrete	4,000	4,000	4,000	4,000	4,000
S-3 Cooling		90,000			
Window Removal and Replacements					300,000
Building Security System		32,000			
Kirk School					
General Painting/Drywall Repairs	3,000	3,000	3,000	3,000	3,000
Tuck Pointing	7,000	4,000	4,000	4,000	4,000
Crack Fill, Sealcoat, Restripe Parking Lot	65,000	15,000	15,000	15,000	15,000
Concrete Replacement/Repair	13,000	4,000	4,000	4,000	4,000
Classroom Renovations	25,000	25,000	25,000	25,000	25,000
Parking Lot Lights	9,000				
Roof Maintenance	21,250				
Gates Widening	6,000				
Window Removal and Replacements			400,000	400,000	400,000
Building Security System		86,000			
ALS Room Upgrades	10,500				

NSSEO Building Fund Priority Schedule

	Priority 1 2017-2018	Priority 2 2018-2019	Priority 3 2019-2020	Priority 4 2020-2021	Priority 5 2021-2022
Sunrise Outdoor Education Center					
Asphalt Replacement/Repair		4,000	4,000	4,000	4,000
Concrete	4,000	4,000	4,000	4,000	4,000
Decking Replacement	6,000	6,000	6,000	6,000	6,000
Slop Sink & Hot Water Heater (Craft Lodge)	14,000				
Tuckpointing and Sealing of AL	13,000				
Tree Removal	5,000				
Skirting (Main Lodge and Craft Lodge)	10,000				
Tractor		30,000			
Door on Maint. Shed	5,000				
Building Security System		21,000			
Replace Pier	10,000				
Replace Misc Doors	6,000				
District Wide					
10 Year Life Safety - Work in House					
10 Year Life Safety - Outsourced					
Projects as Needed	30,000	30,000	30,000	30,000	30,000
Annual Depreciation on Vehicles	18,000	18,000	18,000	18,000	18,000
	450,950	697,500	903,500	903,500	853,500
Other Identified Needs					
Gym/Elevator/Addition at Timber Ridge	2.5 to 3.5 million				
Admin Renovations for Prof Devel	TBD				
Sunrise Entrance Gate	35,000				
VAC Building Renovations	TBD				



Judith A. Hackett Ed.D., Superintendent

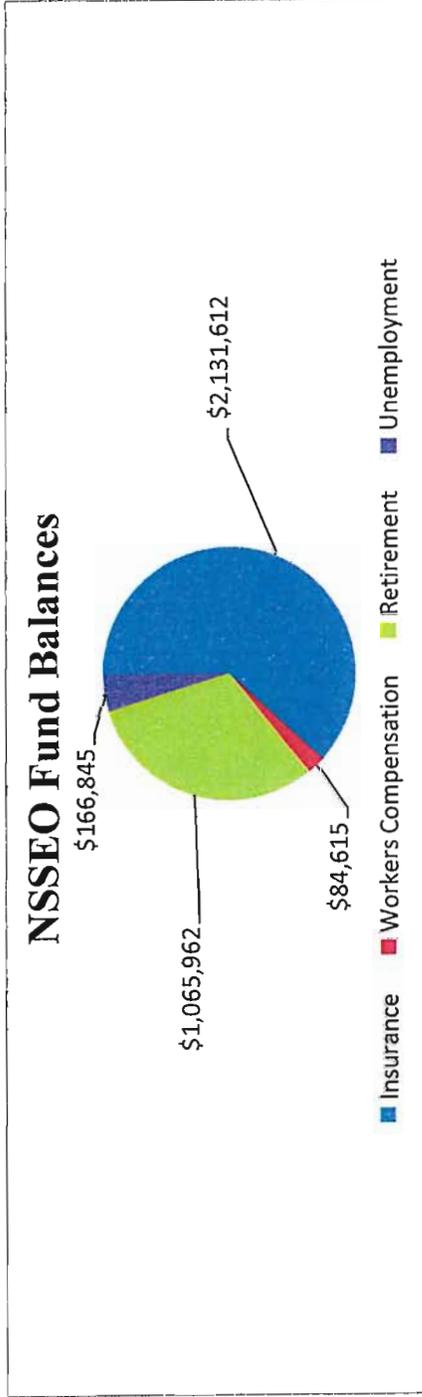
Reserves

NSSEO currently maintains reserve balances in insurance, workers compensation, unemployment, and retirement accounts. The insurance and workers compensation reserve balances are the result of being previously self-funded through 2008. NSSEO reserves were established through assessments to both member and non-member districts for the purpose of collecting sufficient funds to cover anticipated expenses. NSSEO reserve fund balances are the result of careful budgeting, conservative spending, and actual expenses under budgeted amounts.

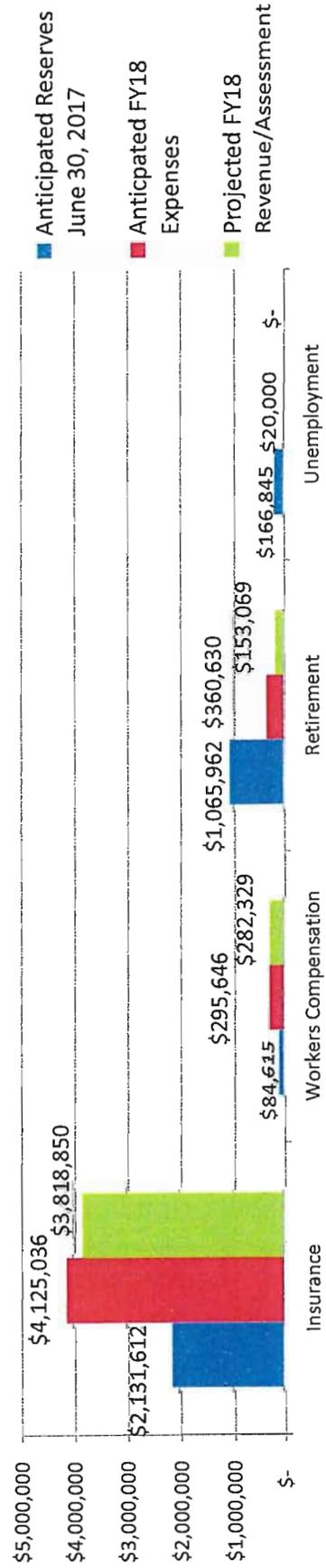
Recommendations to spend down reserves over several years offsetting program costs, was determined through the annual budget development and approval process. Spending down reserves to offset costs is a use of reserves similar to other school districts. This fiscally responsible budget planning approach has resulted in conservative tuition increases and associated assessments (unemployment & retirement).

Summary of NSSEO Reserves

	Anticipated Reserves	Anticipated FY18	Projected FY18	Anticipated Reserves
	June 30, 2017	Expenses	Revenue/Assessment	June 30, 2018
Insurance	\$ 2,131,612	\$ 4,125,036	\$ 3,818,850	\$ 1,825,426
Workers Compensation	\$ 84,615	\$ 295,646	\$ 282,329	\$ 71,298
Retirement	\$ 1,065,962	\$ 360,630	\$ 153,069	\$ 858,401
Unemployment	\$ 166,845	\$ 20,000	\$ -	\$ 146,845
	\$ 3,449,034	\$ 4,801,312	\$ 4,254,248	\$ 2,901,970



Comparison of FY 17 NSSEO Fund Balances and Anticipated FY18 Expenses



District #23 NSSEO 2017-2018 Budget

Program	Projected Usage	Cost per Student or Service	District #23 Total
Tuition Programs:			
Timber Ridge	4 students	38,220.57	152,882
Miner School	0 students	46,285.15	0
NSSEO Program at Riley/RTMS	0 students	54,251.89	0
Kirk School	0 students	40,336.63	0
D/HH-Elementary	2 students	43,607.05	87,214
D/HH-Middle	1 student	46,211.00	46,211
Service/Other Programs:			
DESC-Vision Services	.45 FTE	89,915.00	40,462
DESC-APE Services	.10 FTE	84,578.00	8,458
D/HH-Itinerant	590 Units	24.10	14,219
Outdoor Education			5,772
Technical Asst to Dists-S/L	.08 FTE	88,150.61	7,052
Technical Asst to Dists-Autism	0 FTE	88,150.61	0
Central O&M			976
Technology/Central			10,280
Technology/Programs			1,277
Direct Bill Staff:			
1.00 Direct Bill Nurse Assistant (D23 Program)		58,345	
Total Direct Bill Staff			58,345
Education Fund Reserves:			
Unemployment Comp.			0
Retirement Reserve			0
Education Fund Totals			433,148
Building Fund			11,403
TOTAL DISTRICT #23			444,551
Additional District Costs:			Estimated
**DESC-Evaluations:			1,200
Billing based on actual usage. Approx. \$1,200/level 1 evaluation.			
			Estimated
**DESC-Contracted Evaluations			6,267
			Estimated
**D/HH-Diagnostics:			33,100
Billing based on actual usage. Approx. \$550/level 1 evaluation. Screenings in district \$415/day.			
Please note- Evaluations include tests, observations, travel, IEP meetings, interviews, consultation with staff, comprehensive report, etc.			

Updated March 6, 2017
e/cw/Sched1718/D23Costs

COMPARISON DISTRICT PAYMENTS	DIST. 23	DIST. 23	DIST. 23		DIST. 23	CHANGE IN STUDENTS
	2016-2017	2016-2017	2017-2018	FY18	DIFF ~ EST.	OR SERVICES FROM
	BUDGET	EST. ACT.	BUDGET	STDS	ACT VS FY18	ESTIMATED ACTUAL
TUITION PROGRAMS:						
Timber Ridge	111,563	173,443	152,882	4.0	-20,561	-0.7 students
Miner School	0	0	0	0.0	0	0.0 students
Riley/RTMS Program	0	0	0	0.0	0	0.0 students
Kirk School	41,843	41,843	0	0.0	-41,843	-1.0 students
D/HH-Elementary	42,345	74,739	87,214	2.0	12,475	0.2 students
D/HH-Middle	92,666	92,666	46,211	1.0	-46,455	-1.0 students
D/HH-High School						
Subtotal Tuition	288,417	382,691	286,307	7.0	-96,384	-2.5 students
SERVICE/OTHER:						
DESC-Educational Svcs	48,561	48,561	48,920		359	
D/HH-Itinerant	16,811	13,688	14,219		531	
Outdoor Education	6,289	6,289	5,772		-517	
V.A.C.					0	
NSSEO Admin.	0	0	0		0	
Tech Asst to Districts	15,877	7,056	7,052		-4	
Central O&M	1,112	1,112	976		-136	
D/HH-Central Office	0	0	0		0	
Technology/Central	11,613	11,613	10,280		-1,333	
Technology/Programs	1,449	1,449	1,277		-172	
Subtotal Srv/Other	101,712	89,768	88,496		-1,272	
DIRECT BILL STAFF/SRVS						
Direct Bill Staff/Services	56,850	56,850	58,345		1,495	
ED FUND RESERVES:						
U/C Reserve	0	0	0		0	
Retirement Reserve	12,246	12,246	0		-12,246	
Subtotal Ed Reserves	12,246	12,246	0		-12,246	
TOTAL:						
EDUCATION FUND	459,225	541,555	433,148		-108,407	
TOTAL:						
BUILDING FUND	11,519	11,519	11,403		-116	
TOTAL	470,744	553,074	444,551		-108,523	

ADDITIONAL DIST. COSTS

- DESC-Diag Eval Svcs
- D/HH-Diagnostics
- Extended School Year
- Transportation

**FEDERAL FUNDS
SUMMARY:**

As per the recommendation of the NSSEO Finance Advisory Committee, it was decided that the IDEA reserve maintained at ISBE remain at 0%, the NSSEO distribution of 15% (of IDEA dollars generated) remain the same, and continue to distribute the balance to Member Districts via member flow through grants.

IDEA SUBGRANT	265,906	276,111	284,131
PRESCHOOL SUBGRANT	16,610	16,610	17,532



NSSEO ENROLLMENT 2017-2018 BUDGET

District 23				
Program	Budget 2016-2017	Est. Actual 2016-2017	Budget 2017-2018	Diff Est. Actual to 2017-2018
Timber Ridge	3.0	4.7	4.0	-0.7
Miner School	0.0	0.0	0.0	0.0
Riley/RTMS Program	0.0	0.0	0.0	0.0
Kirk School	1.0	1.0	0.0	-1.0
D/HH-Elementary	1.0	1.8	2.0	0.2
D/HH-Middle	2.0	2.0	1.0	-1.0
Total	7.0	9.5	7.0	-2.5

INTERGOVERNMENTAL COOPERATION AGREEMENT
BETWEEN
THE BOARD OF EDUCATION OF
ARLINGTON HEIGHTS SCHOOL DISTRICT NO. 25
COOK COUNTY, ILLINOIS
AND
THE BOARD OF EDUCATION OF
PROSPECT HEIGHTS SCHOOL DISTRICT NO. 23
COOK COUNTY, ILLINOIS
FOR
FOOD SERVICES

THIS AGREEMENT (“Agreement”), is made this **1st day of August, 2017**,
By and between the Board of Education of Arlington Heights School District No. 25,
Cook County, Illinois (“District 25”) and the Board of Education of Prospect Heights
School District No. 23, Cook County, Illinois (“District 23”).

Witnesseth

WHEREAS, District 25 and District 23 are authorized to enter into an Intergovernmental Agreement pursuant to Article VII, Section 10, of the Illinois Constitution of 1970 and the *Intergovernmental Cooperation Act, 5 ILCS 220/1 et. seq.* providing for the execution of agreements and implementation of cooperative ventures between public agencies of the State of Illinois: and

WHEREAS, District 25 and District 23 are authorized by the School Code of Illinois, 105 ILCS 5/10-22.26, to maintain and operate a school lunch program in accordance with the applicable regulations of the State Board of Education and agencies of the United States Government; and

WHEREAS, subject to the terms set forth below, District 25 agrees to operate a school lunch program consisting of bulk lunches and ala carte food items to MacArthur Middle School, and a lunch program for all students in Betsy Ross Elementary, Eisenhower Elementary and Sullivan Elementary.

NOW, THEREFORE, in the consideration of the mutual covenants herein contained and each and every act to be performed hereunder by either of the parties hereto, District 25 and District 23 agree as follows:

1. **TERMS OF MEAL SERVICE.** District 25 will provide meal service to the schools on the full school days established on the District 23 School Board approved annual calendar. Meal service will begin on the first full day for students in August 2017, **and continue until the last full student attendance day in June 2018.** In the event that the District 23 school calendar is extended beyond this date due to the use of emergency day(s), District 25 agrees to provide meals for these days, provided that District 23 pays District 25 the additional labor charge for these days.

2. **BULK LUNCH REQUIREMENTS.** District 25 will prepare bulk lunches which when served in the designated portion, will meet all meal pattern requirements of the National School Lunch Program and will include the appropriate servings of meat/meat alternate, vegetables /fruits and grains. The meal will also include all appropriate condiments and an occasional bonus item intended to add additional interest and/or calories to the meals.
3. **MEAL PREPARATION.** Meals will be prepared at District 23 MacArthur Middle School according to printed menus, a copy of which will be supplied to the District 23 Business Office no later than two weeks in advance of service to allow adequate time to disseminate copies to parents in each school.
4. **DAILY NUMBER OF MEALS REQUIRED.** The number of meals prepared by District 25 will be based on a daily forecast for the MacArthur School and on a pre-ordered amount for the grade centers called in daily to the kitchen. Due to the variety of food items offered there may be times that a certain item is not available.
5. **MEAL CHARGES AND INVOICES.** District 25 will accept cash on location and deposit that money into District 23 accounts. **District 23 will pay District 25 for all milk, bread and groceries as billed from the distributors, along with labor and benefits. In addition, District 23 will pay the greater of 5% or \$1,460 per month for management fees and the greater of 7% or \$1,980 per month for administrative fees.**
6. **USDA COMMODITIES.** District 23 agrees to supplement the per-meal cash payment by sharing all donated USDA commodities at no cost to District 25 for use in meals prepared and served in District 23 only.
7. **FIELD TRIP LUNCHESES.** Scheduled field trips must be reported to District 25 five days (5) prior to the date so the kitchen can reduce the amount of food prepared. Lunches required for field trips must be ordered at least 5 days in advance.
8. **EQUIPMENT MAINTENANCE.** District 23 will be responsible for maintaining/replacing equipment including POS equipment and licensing agreements that are being considered. District 23 will also be responsible for preventative maintenance on equipment located in the kitchen that can be performed by a district employee. District 25 employees will call service companies only **after notifying District 23 maintenance personnel** and any repair costs will be covered by District 23.
9. **ADDITIONAL EQUIPMENT.** District 23 will provide equipment needed to serve bulk hot lunches on lunch trays. District 23 will be responsible for providing any additional electric or gas needed, **if new equipment is**

mutually agreed upon. District 23 will assume responsibility to safeguard equipment during off hours of operation, over holidays and summer months. District 23 will be responsible to install any equipment as required by local health department regulations.

10. **NATIONAL SCHOOL LUNCH PROGRAM STATUS.** District 23 will become a National School Lunch Program Sponsor for the Schools in District 23 and District 25 will be responsible for all paperwork and communications incumbent on that status - will be split as follows:
 - a. The Annual Application for Participation in National School Lunch and Food Distribution Programs. **D25**
 - b. The Renewal Certification of Agreement and Policy Statement. **D25**
 - c. The monthly USDA Commodities Communications. **D25**
 - d. Free and Reduced Price Meal Applications and all necessary processing and communications to households. **D23**
 - e. Monthly Claims for Reimbursement. **D25**
 - f. Audits. **D25**

11. **REQUEST FOR OPEN COMMUNICATIONS.** District 25 requests that a short meeting be scheduled monthly with the Principal/Asst. Principal and Food Service Staff working in each building along with the Director from District 25.

12. **ADDDITIONAL SERVICES.** District 25 will accommodate when possible request for additional services which could include but not be limited to; catering for meetings, kindergarten snack programs, food for before and after school programs. Additional labor charges would apply to these programs and will be included in the end of month billing.

13. **TERMS AND CONDITIONS OF AGREEMENT.** **This agreement shall automatically renew from year-to-year unless either side issues a notice of non-renewal on or before June 30 of the preceding year.**

14. **INSURANCE.** District 25 agrees to purchase from and maintain in a company or companies lawfully authorized to do business in the State of Illinois, Comprehensive General Liability insurance coverage with combined single limits of at least \$1,000,000.00 on a per occurrence basis (**or comparable coverage as part of a self-insurance pool**), governing all liability arising out of this agreement. **District 23 is to be named as an additional insured and to be provided with a copy of the certificate of insurance.**

15. **INDEMNIFICATION.** District 23 and District 25 shall indemnify, release and hold harmless each other, including their respective Board Members, employees and agents, in their individual and official capacities , from and

against any and all claims, demands, liabilities, injuries, or causes of action, including but not limited to, reasonable attorney's fees, costs and expenses of litigation, to the extent the indemnifying party's negligent conduct or willful misconduct, or that of its employees or that of its employees or agents, related to the food services provided in accordance with the Agreement causes damage to property or injury, illness, or death to persons.

16. **DEFAULT.** In the event that one party believes the other to be in default under this Agreement, that party acting through its Superintendent, shall notify the other party in writing and allow that party thirty (30) days from the date of receipt of the notice to cure the default. If the default is not cured, the party having sent the notice of default may terminate this agreement by serving written notice on the other party effective ten (10) days after receipt of the notice by the other party. No waiver of any default shall be implied by the failure of either party to give notice of default, and no express waiver shall affect any other default except this one specified in the waiver.
17. **NO ASSIGNMENT.** Neither party may assign any rights or duties under this Agreement without the written consent of the other party.
18. **NOTICES.** All notices to the parties to this agreement shall be made by certified mail to the addresses below.

Arlington Heights School District No. 25
1200 S. Dunton Ave.
Arlington Heights, IL 60005

Prospect Heights School District No. 23
700 North Schoenbeck Road
Prospect Heights, IL 60070

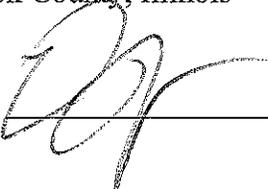
19. **SUCCESSORS.** This Agreement shall be binding upon the successors of the parties respective Boards.
20. **HEADINGS.** The Agreement heading and all paragraph headings are for quick reference and convenience only and do not alter, amend, explain or otherwise affect the terms and conditions appearing in this Agreement.
21. **AMENDMENTS.** No modifications or amendments or waiver of any provision hereto shall be valid and binding unless in writing and signed by both parties.
22. **COMPLETE UNDERSTANDING.** This Agreement sets forth all the terms, conditions, agreements and understandings between District 25 and District 23 relative to the subject matter hereof and there are no agreements or conditions,

oral or written, expressed or implied, between them other than as herein set forth.

- 23. **GOVERNING LAW.** This Agreement and the rights and responsibilities of the parties hereto shall be interpreted and enforced in accordance with the laws and State of Illinois.
- 24. **EFFECTIVE DATE.** The effective date of the Agreement is August 1, 2017, pending approval.

Board of Education
Arlington Heights
School District No. 25
Cook County, Illinois

Board of Education
Prospect Heights
School District No. 23
Cook County, Illinois

By:  _____

By: _____

Attest:
 _____

Attest:

Date: 3-16-17

Date: _____

District 23 Curriculum Review Cycle*

Curricular Area	FY Adopted	Series	Curriculum Review	FY*Adoption & Implementation
Science	2008 -09	Scott Foresman K-2 Houghton Mifflin 3-5 STEMScopes, 6-8 (2015 adoption)	2016-17	2017-18
Early Childhood		Teacher created	2016-17	2017-18
Reading/LA	2012-13	Pearson – Reading Street, Calle de Lectura, and My Sidewalks Prentice Hall 6-8	2017-18	2018-19
Math (K-5)	2012-13	Everyday Math 4 th Edition K-5 (Common Core)	2018-19	2019-20
Math (6-8)	2012-13	Glencoe Common Core and Algebra 1	2018-19	2019-20
LMC	2013-14	Teacher Created	2018-19	2019-20
STEM/Ind. Tech	2014-15	Teacher Created	2019-20	2020-21
Spanish	2014-15	Vista Learning-Descubre@2013	2019-20	2020-21
Art	2014-15	Teacher Created	2019-20	2020-21
Music	2014-15	Quaver.com	2019-20	2020-21
Family and Consumer Sciences	2014-15	Teacher Created	2019-20	2020-21
Social Emotional Learning (SEL)	2014-15	Common Sense Media, Social Thinking, Expect Respect, PBS	2019-20	2020-21
Physical Education	2014-15	Spark, FitnessGram, Teacher Created	2019-20	2020-21
Health	2009-10	Teen Health Course 3 Glencoe@2009	2019-20	2020-21
Social Studies	2015-16	TCI 2013-16 Gr. 4-8 Pearson MyWorld 2013 Gr. 2-3 Teacher Created Gr. K-1	2020-21	2021-22

* Curriculum review, recommendations and adoptions are all tentative and dependent upon needs, State requirements, and budgetary constraints.

Prospect Heights School District 23 Board Discussion

Date: May 10, 2017

Title: Curriculum Update – Science Curriculum Adoptions

Contact: Don Angelaccio

This memo is intended to provide a summary of the investigation and selection of Mystery Science as the Kindergarten through 5th grade Science curriculum.

In June of 2015 and February of 2016 we presented on the progression of our Science Curriculum Committee. We have continued to investigate the impact on the Next Generation Science Standards (NGSS) on our current program in relationship to appropriate materials to forward those standards in the classroom.

In 2016, STEMScopes was selected as the new curriculum for grades 6-8th. The MacArthur Middle School faculty will continue with the implementation of STEMScopes as the core curriculum, but are recommending an investment in literacy materials and classroom equipment to support implementation of the curriculum.

Last year the committee felt that there were not enough well developed products to serve our K-5th grade students. The committee agreed to hold off on a decision and reconvene this year to investigate curriculum options.

The Elementary school representatives reviewed a number of different products and are recommending *Mystery Science* as the core curriculum along with an investment in literacy and classroom equipment.

Mystery Science is a fully digital product that engages student in inquiry-based instruction to foster wonder and develop analytical skills. The program is aligned to the Next Generation Science Standards and will provide a series of “hands-on” activities and investigations. Supporting this product with additional literacy materials will assist in developing skills required of the NGSS and the New Illinois Learning Standards. Staff development and support for implementation will be provided in the fall and through next school year.

We thank the following members of the Science Curriculum Committee for their time and service this year: Mr. Larry Czarkowski, Ms. Pam Garceau, Ms. Gail Rollefson, Ms. Nazera Chartouni, Ms. Nadine Ubert, Ms. Jill Schломann, Ms.

Christine O'Brien, Ms. Stephanie Ritter, Ms. Maggie Leja, Ms. Kristen Bearwald, Ms. Kim Basil, Ms. Jeni Teramoto, Mr. Chris Alms.

Costs for these programs is estimated:

Product	Budgeted Costs
Middle School Classroom Equipment	\$20,000.00
Mystery Science – 7yr Contract	\$19,479.00
K-5 Literacy Supplements	\$20,000.00
K-5 Classroom Equipment Supplements	\$20,000.00
Science Curriculum	\$79,479.00

Curriculum Adoption

2016-17

*Presentation to PHSD #23 Board of Education
May 10, 2017*

Curriculum Review Cycle:

- Newly created Standards
- Student performance gaps
- Teacher needs
- Shifts in Effective Practices

2016-17

- Science
- Early Childhood

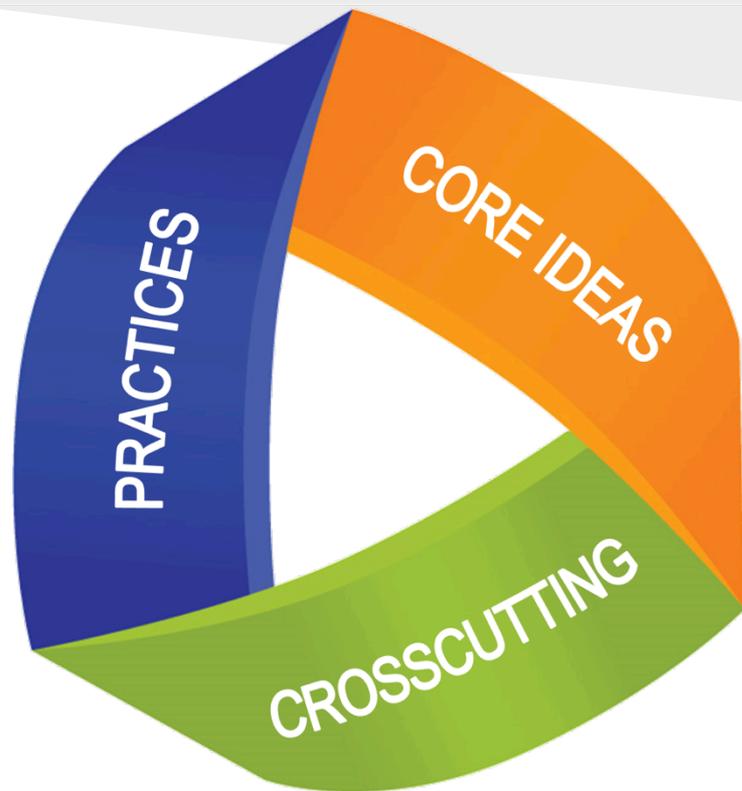
District 23 Curriculum Review Cycle*

Curricular Area	FY Adopted	Series	Curriculum Review	FY*Adoption & Implementation
Science	2008 -09	Scott Foresman K-2 Houghton Mifflin 3-5 STEMScopes, 6-8 (2015 adoption)	2016-17	2017-18
Reading/LA	2012-13	Pearson – Reading Street, Calle de Lectura, and My Sidewalks Prentice Hall 6-8	2017-18	2018-19
Math (K-5)	2012-13	Everyday Math 4 th Edition K-5 (Common Core)	2018-19	2019-20
Math (6-8)	2012-13	Glencoe Common Core and Algebra 1	2018-19	2019-20
LMC	2013-14	Teacher Created	2018-19	2019-20
STEM/Ind. Tech	2014-15	Teacher Created	2019-20	2020-21
Spanish	2014-15	Vista Learning- Descubre@2013	2019-20	2020-21
Art	2014-15	Teacher Created	2019-20	2020-21
Music	2014-15	Quaver.com	2019-20	2020-21
Family and Consumer Sciences	2014-15	Teacher Created	2019-20	2020-21
Social Emotional Learning (SEL)	2014-15	Common Sense Media, Social Thinking, Expect Respect, PBS	2019-20	2020-21
Physical Education	2014-15	Spurk, FitnessGram, Teacher Created	2019-20	2020-21
Health	2009-10	Teen Health Course 3 Glencoe@2009	2019-20	2020-21
Social Studies	2015-16	TCI 2013-16 Gr. 4-8 Pearson MyWorld 2013 Gr. 2-3 Teacher Created Gr. K-1	2020-21	2021-22

* Curriculum review, recommendations and adoptions are all tentative and dependent upon needs, State requirements, and budgetary constraints.

NGSS

120



Less - More

Rote memorization	Evidence-based arguments and reasoning
Ideas disconnected from questions	Systems thinking and contextual questioning
Close-ended questioning	Open-ended questioning and investigation
Pre-planned outcomes for labs and activities	Problem and project based inquiries and experiments
Worksheets and quizzes	Student created writing and presentations

STEMscopes™

NGSS



122





Kindergarten - 5th Grade

Every scientific conclusion began as a mystery. Someone wondered something about the world, and they set out to investigate it.

- Inquiry Based Instruction
- Cross Cutting Concepts
- Active and Engaging

Early Childhood Curriculum

124



 Teaching Strategies[®]
for Early Childhood



2017-18 Budget Allocation

Product	Budgeted Costs
Creative Curriculum	\$7,000.00
Teaching Strategies Gold	\$3,000.00
EC Classroom Equipment	\$10,000.00
Middle School Classroom Equipment	\$20,000.00
Mystery Science – 7yr Contract	\$19,479.00
K-5 Literacy Supplements	\$20,000.00
K-5 Classroom Equipment Supplements	\$20,000.00
Total	\$99,479.00

Many Thanks...

Science Committee:

Larry Czarkowski Pam Garceau
Gail Rollefson Nazera Chartouni
Nadine Ubert Jill Schlomann
Christine O'Brien Maggie Leja
Stephanie Ritter Kim Basile
Jeni Teramoto Kristen Bearwald
Chris Alms

Early Childhood Committee:

Chrys Sroka
Luke Lambatos
Sara Heidenescher
Cheryl Krieman
Lindsey Castronovo
Abra Zavaduk
Allie Bozio
Kristen Dericco
Kayleen Fahey
Nicole Baran

Prospect Heights School District 23

Date: May 10, 2017

Title: Early Childhood Curriculum and Materials Adoption

Contact: Don Angelaccio

The Early Childhood committee presented to the Board of Education in April and shared an overview of their purpose and program. One of the program goals they articulated was a consistent curriculum between our ECDEC and Special Education programs. Based on this goal, the committee agreed that the Creative Curriculum program would provide consistent instructional guidance and pacing to support our students needs and align to the curriculum being implemented by ECDEC. Furthermore, the Teaching Strategies Gold assessment tool would be used to provide consistent data to inform instruction for the students in the special education and blended classes and provide insights to parents. Lastly, our Early Childhood classrooms would benefit from an investment in new instructional/play equipment. While not “textbooks”, these items support the instructional goals of the program in the same ways a more traditional classroom is served by textbooks.

We thank the following members of the Early Childhood committee for their time and investigations over the past two years: Dr. Chrys Sroka, Dr. Luke Lambatos, Ms. Sara Heidenescher, Ms. Cheryl Krieman, Ms. Lindsey Castronovo, Ms. Abra Zavaduk, Ms. Allie Bozio, Ms. Kristen Dericco, Ms. Kayleen Fahey, and Ms. Nicole Baran. Costs for these programs is estimated:

Product	Budgeted Costs
Creative Curriculum	\$7,000.00
Teaching Strategies Gold	\$3,000.00
EC Classroom Equipment	\$10,000.00

**Prospect Heights School District 23
Board Discussion Item**

Date: May 10, 2017

Title: Extended School Year Program - Summer 2017

Contact: Don Angelaccio, Chrys Sroka

In accordance with federal and state regulations, School District 23 provides Extended School Year (ESY) services to students with Individualized Education Plans (IEP). ESY services are provided only if the district IEP team determines that these services are necessary to ensure a Free and Appropriate Public Education (FAPE). The purpose of ESY services is to provide for the maintenance of acquired skills and knowledge, not the acquisition or continued development of new skills. For that reason, the amount of services provided for ESY purposes are usually less than that provided during the regular school term. No tuition will be charged per state and federal regulations.

Mr. Joel Grafman has been contracted to serve as the program coordinator, under the direction of Dr. Chrys Sroka, District 23 Special Education Director, and Dr. Don Angelaccio, Assistant Superintendent. All necessary faculty, specialists, and support staff will be employed or contracted by the District to provide our ESY services.

Families of students eligible for ESY have been sent letters of invitation and were required to indicate their acceptance or declination of services by Friday, May 5th. As of the writing of this memo, we do not yet have final projections for numbers of sections and participants, but can indicate that enrollment will most likely be consistent with last year. All projected costs for salary and supplies have been included in the 2016-17 budget and proposed 2017-18 budget.

Our Extended School Year program will be housed at Dwight D. Eisenhower Elementary School. Students will receive 60 hours of instruction. The ESY program will run Wednesday, June 14 through Thursday, July 13, 2017.



REQUEST FOR COPIES OF PUBLIC RECORDS UNDER THE FREEDOM OF INFORMATION ACT

Date _____ Time _____ Case No. _____

The information sought will not be used as part of any solicitation on behalf of either a profit or not for profit entity.

Print Name Mary Avery Signature [Signature] Phone 312-648-9707
Address 218 N. Jefferson St. Suite 300 Chicago, IL 60661
Email mavery@averycamerlingoKill.com
Type of Request: Oral Written X
Records Requested: Any & all records pertaining to Christe Schey n/k/a Christe Amarantos.

Action Taken:

Compliance with Request. The documents will be available upon a copy cost of _____
You may inspect the records on (date) _____

Unable to comply within seven (5) working days for the following reason(s):

- Requested records are kept in another location
Request involves a large number of records
Request involves an extensive search
Records cannot be located - search continues
Records may be exempt - further review required
Compliance in (5) days would be unduly burdensome
Need for consultation with another public body
Records will be made available by (date) _____

Partial compliance. Pursuant to section 8 of the Illinois Freedom of Information Act, certain Material contained within the original request has been deleted or omitted because the material is exempt from disclosure under the following provisions of the act (section 7).

Request denied. Reason for denial:

- Disclosure prohibited by state or federal law
Disclosure would result in a clearly unwarranted invasion of personal privacy
The sole purpose of the request is to further a commercial purpose
The request is too broad and compliance would disrupt the duly undertaking work of the city.
The records requested are specifically exempt under the following provision(s) of the Illinois Freedom of Information Act _____
City has no such records.

Police Dept. Records
Person responsible to deny request: Chief of Police
By: _____, Records Section
APPEAL: YOU ARE HEREBY NOTIFIED THAT YOU HAVE THE RIGHT TO APPEAL THIS DECISION TO THE CITY ADMINISTRATOR WHO WILL MAKE A DECISION TO EITHER AFFIRM THE DENIAL OF DISCLOSURE OR TO ALLOW DISCLOSURE WITHIN SEVEN (7) WORKING DAYS AFTER NOTICE OF APPEAL IS FILED. SUCH NOTICE OF APPEAL MUST BE FILED WITHIN FOURTEEN (14) WORKING DAYS OF NOTIFICATION OF DENIAL. IF THE DECISION TO DENY THE REQUEST IS AFFIRMED, YOU HAVE THE RIGHT TO APPEAL THIS DECISION TO THE CIRCUIT COURT OF COOK COUNTY.

City Hall Records
Person responsible to deny request: Joseph Wade, City Administrator By: _____
APPEAL: YOU ARE HEREBY NOTIFIED THAT YOU HAVE THE RIGHT TO APPEAL THIS DECISION TO THE CIRCUIT COURT OF COOK COUNTY WITHIN FOURTEEN (14) WORKING DAYS OF NOTIFICATION OF DENIAL.

Date Recvd _____

Date Responded _____ Cost of Copies _____ (First 50 pages free, \$.15/ every page over 50)



Micheal DeBartolo <mdebartolo@d23.org>

FOIA Request

Micheal DeBartolo <mdebartolo@d23.org>
To: Dee Milenkovic <dmilenkovic@averycamerlingokill.com>

Tue, Apr 11, 2017 at 12:26 PM

Dee:

Attached please find the response to your FOIA request.

Micheal DeBartolo
Business Manager

Prospect Heights School District 23
700 North Schoenbeck Road
Prospect Heights, Illinois 60070

(847) 870-5552 Telephone
(847) 870-3896 Facsimile

On Tue, Apr 11, 2017 at 12:13 PM, Dee Milenkovic <dmilenkovic@averycamerlingokill.com> wrote:

Dear Mr. DeBartolo,

Attached hereto please find the following:

- Request for Records Under the Freedom of Information Act (FOIA).

Should you have any questions, please feel free to contact us.

Sincerely,

Dee Milenkovic

Legal Assistant to Mary Katherine Avery

Avery Camerlingo Kill, LLC
218 North Jefferson, Suite 200
Chicago, IL 60661

[312-648-9707](tel:312-648-9707)

312-648-9713 fax

Confidentiality Notice:

The information contained herein is confidential information belonging to the sender which is legally privileged. The information is intended only for the use of the individual or entity to whom it was sent. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution, or the taking of any action in reliance on the contents of this document is strictly prohibited. If you have received this message in error, please immediately notify us to arrange for the return of this message to us.



Please consider the environment before printing this e-mail.

 **FOIA Response (Amarantos).pdf**
165K

Gross Pay Balance Report (by Employee)

Printed: 3/22/2017 1:06 PM
 PROSPECT HEIGHTS SCHOOL DIST.23

Account #	Emp. Name	Abs	Ath	Pay	Pay Rate	Hrs	Units	OT	Adjust	Gross Pay
Employee #	Abs Emp Name	Abs Date	Code	Date				Hrs	ments	
Schey, Christe A.										
10-3500-141-01			A	3/30/15	12.36	12.75	0.00	0.00	0.00	157.59
			A	3/13/15	12.36	13.00	0.00	0.00	0.00	160.68
			A	2/27/15	12.36	3.25	0.00	0.00	0.00	40.17
			A	1/30/15	12.36	2.75	0.00	0.00	0.00	33.99
			A	1/15/15	12.36	2.75	0.00	0.00	0.00	33.99
			A	12/22/14	12.36	9.25	0.00	0.00	0.00	114.33
			A	12/15/14	12.36	2.75	0.00	0.00	0.00	33.99
			A	11/14/14	12.36	3.50	0.00	0.00	0.00	43.26
			A	10/15/14	12.36	5.75	0.00	0.00	0.00	71.07
			A	9/30/14	13.76	2.25	0.00	0.00	0.00	30.96
			A	7/15/14	13.76	32.25	0.00	0.00	0.00	443.76
			A	6/13/14	13.76	15.50	0.00	0.00	0.00	213.28
			A	5/30/14	13.76	23.25	0.00	0.00	0.00	319.92
			A	5/15/14	13.76	11.25	0.00	0.00	0.00	154.80
			A	4/30/14	13.76	25.00	0.00	0.00	0.00	344.00
			A	4/15/14	13.76	6.50	0.00	0.00	0.00	116.96
			A	3/27/14	13.76	21.75	0.00	0.00	0.00	299.28
			A	3/14/14	13.76	21.00	0.00	0.00	0.00	288.96
			A	2/28/14	13.76	18.00	0.00	0.00	0.00	247.68
			A	2/14/14	13.76	19.50	0.00	0.00	0.00	268.32
			A	1/30/14	13.76	10.50	0.00	0.00	0.00	144.48
			A	1/15/14	13.76	9.75	0.00	0.00	0.00	134.16
			A	12/20/13	13.76	16.50	0.00	0.00	0.00	227.04
			A	12/13/13	13.76	9.75	0.00	0.00	0.00	134.16
			A	11/27/13	13.76	19.50	0.00	0.00	(31.73)	236.59
			A	11/15/13	13.76	36.75	0.00	0.00	31.73	537.41
			A	10/30/13	13.76	32.50	0.00	0.00	31.73	478.93
			A	10/15/13	13.38	34.00	0.00	0.00	0.00	454.92
			A	9/30/13	13.38	22.75	0.00	0.00	0.00	304.40
			A	9/13/13	13.38	26.75	0.00	0.00	0.00	357.92
			A	6/28/13	13.38	14.50	0.00	0.00	0.00	194.01
			A	6/7/13	13.38	35.00	0.00	0.00	0.00	468.30
			A	5/30/13	13.38	46.25	0.00	0.00	0.00	618.83
			A	5/15/13	13.38	32.00	0.00	0.00	0.00	428.16
			A	4/30/13	13.38	46.75	0.00	0.00	0.00	625.52
			A	4/15/13	13.38	18.25	0.00	0.00	0.00	244.19
			A	3/28/13	13.38	33.50	0.00	0.00	0.00	448.23
			A	3/15/13	13.38	25.25	0.00	0.00	0.00	337.85
			A	2/28/13	13.38	31.50	0.00	0.00	0.00	421.47
			A	2/15/13	13.38	21.75	0.00	0.00	0.00	291.02
			A	1/30/13	13.38	23.75	0.00	0.00	0.00	317.78
			A	1/15/13	13.38	18.50	0.00	0.00	0.00	247.53
			A	12/21/12	13.38	13.75	0.00	0.00	0.00	183.98
			A	12/14/12	13.38	29.00	0.00	0.00	0.00	388.02
			A	11/30/12	13.38	27.25	0.00	0.00	0.00	364.61
			A	11/15/12	13.38	28.25	0.00	0.00	0.00	377.99

Gross Pay Balance Report (by Employee)

Printed: 3/22/2017 1:06 PM
 PROSPECT HEIGHTS SCHOOL DIST.23

Account #	Emp. Name	Abs.	Ath.	Pay	Pay Rate	Hrs	Units	OT	Adjust	Gross Pay	
Employee #	Abs. Emp. Name	Date	Code	Date				Hrs	ments		
10-3500-141-01			A	10/30/12	13.38	30.50	0.00	0.00	0.00	408.09	
			A	10/15/12	13.38	27.25	0.00	0.00	0.00	364.61	
			A	9/28/12	13.38	26.25	0.00	0.00	0.00	351.23	
			A	9/14/12	13.38	35.75	0.00	0.00	0.00	478.34	
			A	8/29/12	13.06	19.75	0.00	0.00	0.00	257.94	
			A	8/8/12	13.06	31.00	0.00	0.00	0.00	404.86	
			A	5/30/12	13.06	28.25	0.00	0.00	0.00	368.95	
			A	5/15/12	13.06	32.75	0.00	0.00	0.00	427.72	
			A	4/30/12	13.06	28.25	0.00	0.00	0.00	368.95	
			A	4/13/12	13.06	23.00	0.00	0.00	0.00	300.38	
			A	3/23/12	13.06	32.00	0.00	0.00	0.00	417.92	
			A	3/15/12	13.06	21.50	0.00	0.00	0.00	280.79	
			A	2/29/12	13.06	31.00	0.00	0.00	0.00	404.86	
			A	2/15/12	13.06	28.00	0.00	0.00	0.00	365.68	
			A	1/30/12	13.06	28.00	0.00	0.00	0.00	365.68	
			A	1/13/12	13.06	18.50	0.00	0.00	0.00	241.61	
			A	12/22/11	13.06	19.50	0.00	0.00	0.00	254.67	
			A	12/15/11	13.06	28.00	0.00	0.00	0.00	365.68	
			A	11/30/11	13.06	31.00	0.00	0.00	0.00	404.86	
			A	11/15/11	13.06	30.50	0.00	0.00	0.00	398.33	
			A	10/28/11	13.06	19.75	0.00	0.00	0.00	257.94	
			A	10/14/11	13.06	26.25	0.00	0.00	0.00	342.83	
			A	9/30/11	13.06	38.25	0.00	0.00	0.00	499.55	
			A	9/15/11	13.06	35.25	0.00	0.00	0.00	460.37	
			A	6/30/11	12.79	10.75	0.00	0.00	0.00	137.49	
			A	6/9/11	12.79	32.50	0.00	0.00	0.00	415.68	
			A	5/27/11	12.79	29.25	0.00	0.00	0.00	374.11	
			A	5/13/11	12.79	31.50	0.00	0.00	0.00	402.89	
			A	4/29/11	12.79	24.00	0.00	0.00	0.00	306.96	
			A	4/15/11	12.79	30.75	0.00	0.00	0.00	393.29	
			A	3/30/11	12.79	29.00	0.00	0.00	0.00	370.91	
			A	3/15/11	12.79	25.25	0.00	0.00	0.00	322.95	
			A	2/28/11	12.79	29.50	0.00	0.00	0.00	377.31	
			A	2/15/11	12.79	14.25	0.00	0.00	0.00	182.26	
			A	1/28/11	12.79	28.25	0.00	0.00	0.00	361.32	
			A	1/14/11	12.79	24.75	0.00	0.00	0.00	316.55	
			A	12/22/10	12.79	22.00	0.00	0.00	0.00	281.38	
			A	12/15/10	12.79	22.00	0.00	0.00	0.00	281.38	
			A	11/30/10	12.79	24.25	0.00	0.00	0.00	310.16	
			A	11/15/10	12.79	26.00	0.00	0.00	0.00	332.54	
			A	10/29/10	12.79	26.25	0.00	0.00	0.00	335.74	
			A	10/15/10	12.79	29.75	0.00	0.00	0.00	380.50	
			A	9/30/10	12.79	21.75	0.00	0.00	0.00	278.18	
			A	9/15/10	12.79	22.25	0.00	0.00	0.00	284.58	
			Total			\$1,183.66	2,092.25	0.00	0.00	\$31.73	\$27,622.51
			Report Total			<u>\$1,183.66</u>	<u>2,092.25</u>	<u>0.00</u>	<u>0.00</u>	<u>\$31.73</u>	<u>\$27,622.51</u>

Prospect Heights School District 23

Pay History Report

Fiscal Year: 2014-2015

From Date: 04/01/2015 To Date: 12/31/2015

Posted Periods Only

Name of Employee SSN Employee ID HOURS Reg O/T Regular Overtime Description: DEDUCTIONS EMPLOYEE

Description Amount Match Net Amount

Employee Totals

Schey, Christe

Pay Source Totals

Supplemental - EDP Supervisor

\$12.36	16.75	0.00	\$207.03	\$0.00	\$6.48	\$0.00
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Totals:	16.75	0.00	\$207.03	\$0.00	\$12.83	\$12.83
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Deduction Totals

Federal Tax WH	\$6.48	\$0.00
OASDI - Social Security	\$12.83	\$12.83
Medicare MR MC	\$3.00	\$3.00
Direct Deposit Primary	\$182.05	\$0.00
Illinois Tax WH	\$2.67	\$0.00

Total Deductions: \$207.03 \$15.83

Total Gross: \$207.03

Total Net: \$0.00

Prospect Heights School District 23

Pay History Report

Fiscal Year: 2014-2015

From Date: 04/01/2015

To Date: 12/31/2015

Posted Periods Only

Name of Employee	SSN	Employee ID	HOURS	INCOME	DEDUCTIONS	EMPLOYEE	Amount	Match	Net Amount
Description			Reg	O/T	Regular	Overtime	Description:		

Grand Totals

Deduction Totals: \$207.03 \$15.83 \$0.00

End of Report