

**PROSPECT HEIGHTS SCHOOL DISTRICT 23  
BOARD OF EDUCATION - REGULAR MEETING  
WEDNESDAY, MAY 9, 2018  
GRODSKY ADMINISTRATION CENTER at 7:00 PM**

*Achieving excellence in learning through an equitable education for all.*

**AGENDA**

**I. CALL TO ORDER**

Jeff Bowes, Board President, calls the meeting to order.

**II. PLEDGE OF ALLEGIANCE**

**This month, the Pledge of Allegiance will be led by students who participated in Special Olympics Illinois. Michael Krzywosz, Abraham Sanchez, Sarah Moeykens, and Cameron Dreyer, along with their coaches Abbey Lynch, Megan Akhtebo, Joy Goscinski-Jones, and Vicki Samiotakis.**

**III. ROLL CALL**

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

ABSENT: No one.

ALSO PRESENT; Dr. Don Angelaccio, Superintendent, Dr. Christie Samojedny, Assistant Superintendent of Instruction, and Mr. Micheal DeBartolo, Assistant Superintendent of Finance and Operations.

**IV. RECOGNITION OF VISITORS AND PARTICIPATION**

**At each regular and special open meeting, members of the public and District employees may comment to or ask questions of the Board of Education. If you would like to address the Board, please complete a Visitor Participation Form and present it to Mrs. Sorensen, our recording secretary, at this time. The Board will be prepared to address those comments related to the agenda within a reasonable time.**

**V. COMMUNICATIONS**

A. PHIL Recognition and Presentation

7

**Representatives from the Prospect Heights Instrumental League (PHIL) will be present to share their decision to disband the organization and Administration will share our plan for use of their donated funds for current and long range needs.**

**The Board thanks the past and present members of PHIL and all those who served in leadership roles. The District's Vocal Instrumental Music Program and decades of students have benefitted from the generous gift of time and services.**

B. Garden Club Donation

8

**Members of the Prospect Heights Garden Club generously donated a tree that was planted at Eisenhower school in recognition of Arbor Day.**

C. Teacher Recognition/Retirement Event

10

**The Board of Education is hosting a Retirement and Recognition Reception as part of our District year end celebration on Monday, May 21 from 3:00-4:30pm.**

D. Thank you Note

11

**A note of appreciation from Michelle Barr for flowers sent on behalf of the Board.**

E. 2018 LEA Determination

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**Annually ISBA evaluates all IDEA (Special Education) programs to ensure that they meet all requirements. Again this year, our programs were found to meet all requirements. Many thanks to Dr. Sroka and all of our Student Services department for their diligent work and service to our students.**

**VI. COMMITTEE REPORTS**

**A. BUILDING AND SITES**

**Jim will report.**

**B. I.A.S.B./ED-RED**

**No Report.**

**C. POLICY**

**No Report.**

**Updates to PRESS Policy are expected soon. Need to establish a date with the Policy committee to review these changes.**

**D. SCHOOL/COMMUNITY RELATIONS:**

**Brian to report re: Mission and Vision Workgroup session and "We Flip for our Faculty" breakfast events in honor of Teacher Appreciation Week.**

**E. N.S.S.E.O.:**

**Carol will Report.**

**F. FINANCE:**

**Mari-Lynn will report.**

**G. NEGOTIATIONS:**

**No Report.**

**VII. CONSENT AGENDA**

**The consent agenda includes the minutes from the Regular Board Meeting and Executive Session on April 11, 2018, the May personnel report, the resolution to approve NSSEO's FY19 budget, the resolution authorizing weekly payment of bills, and an Intergovernmental agreement between Prospect Heights School District 23 and Arlington Heights School District 25 for Food Services.**

**I move to approve the Consent Agenda as presented.**

- |  |    |
|--|----|
| A. Approval of Regular Meeting Minutes of April 11, 2018       | 14 |
| B. Approval of the Executive Meeting Minutes of April 11, 2018 | 21 |
| C. Personnel Report  | 23 |
| D. Resolution to Approve NSSEO Budget                          | 24 |
| E. Resolution Authorizing Weekly Payment of Bills              | 56 |

**Annually the Board of Education approves this resolution for the purpose of allowing the Business Office to pay bills weekly, rather than once per month, in an effort to provide ample time for review by the Board and facilitate timely payments by the Business**

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**Office. A rotation of the individual BOE members is scheduled so that there is one BOE member that is responsible for reviewing the voucher for each week of one month and certifying approval of the voucher on behalf of the BOE. Formal approval is then granted by BOE vote at the annual monthly meeting. Only title and date changes were proposed to this year's resolution.**

- F. Intergovernmental between Prospect Heights School District 23 and Arlington Heights School District 25 for Food Services 60

**Annually, the Illinois State Board of Education requires that agreements for the providing of food services by outside vendors to school districts are approved by the board of education of the school district and third party providing such services. There are no material or substantive changes to the IGA for 2018-19. All modifications are based upon dates or other non-material items.**

I make a motion to approve the Intergovernmental between Prospect Heights School District 23 and Arlington Heights School District 25 for Food Services as recommended and presented.

VIII. **FINANCIAL REPORT** 65

**Attached is the memo recommending payment of the voucher lists for materials, supplies, and services paid since the last BOE meeting. In addition, the District payments for salaries and insurance benefits during the previous month are included for approval. Those documents are all included for your review.**

**I move to approve the Financial Report as presented.**

IX. **SUPERINTENDENT'S REPORT**

- A. 2018 ESY Summer School Program - INFORMATION 113

**Dr. Sroka has prepared a memo informing the Board of our plan to provide Summer Extended School Year Services to identified Special Education Students.**

- B. Resolution for the Reduction in Force for Educational Support Personnel - ACTION 114

**Illinois School Code requires that Educational Support Personnel (ESP) be notified 30 calendar days before the end of the school year if they are to be honorably dismissed for the following school year. ESP are honorably dismissed when there is an anticipated decrease in number of positions needed or particular type of service. This will affect our Library Program Assistant as we are planning on replacing the current position with two .5FTE positions.**

**I move to approve the Resolution Authorizing the Honorable Dismissal of Educational Support Personnel Due to Reduction in Force.**

- C. Title Grant Amendment - ACTION 118

**Dr. Samojedny will share the submitted amended Title I and Title II grant application plan for use of remaining funds.**

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**I motion to approve the Title I and Title II Grant amendments as presented.**

- D. Title I District Plan FY19 - ACTION 119  
**Dr, Samojedny will present the status of our waiver application to seek "Schoolwide" approval for use of Title I funds and share our updated District Title I plan that must be approved by our Board of Education.**

**I move to approve the 2018-2019 Title I District Plan as presented.**

- E. Professional Development Plan Presentation - INFORMATION 143  
**Dr. Samojedny will present an overview of the topics from our 2017-18 Professional Development plan, results of needs assessment survey data, and topics for focus in the 2018-19 Professional Development plan.**

- F. Formal approval of 2013 Target Corporation property tax appeal as recommended by legal counsel on April 9, 2018 - ACTION 154  
**As discussed in closed session at the meeting of the Board of Education on April 11, 2018, a settlement was recommended in order to resolve the appeal of the Target Corporation filed for the 2013 tax year. The settlement agreement reduces the potential loss from \$46,663 to \$9,693. The settlement is paid through current tax proceeds being collected by the school district that are redirected to the property owner**

**I move to approve the settlement of the 2013 Target Corporation property tax appeal as recommended for \$9,693**

- G. Transfer of Unused Contingency Funds and Rental Income to Capital Projects Fund- DISCUSSION 156  
**Mr. DeBartolo will present a proposal to transfer unused contingency funds to support capital projects and building needs.**

- H. Q3 Financial Update - Information 157

- I. Revenue Options - Discussion 159  
**The board is well aware of the need for and importance of sustainable finances and responsible stewardship of our resources. Dr. Angelaccio and Mr. DeBartolo will provide a brief overview of the process for considering increased revenue and will recommend that we begin the process of investigating and discussing options with the guidance of Raymond James Management.**

**X. RECOGNITION OF VISITOR PARTICIPATION**

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**XI. OLD BUSINESS**

- A. Strategic Plan - Discussion 173

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**The DRAFT strategic plan continues to be refined and revised through the work of our Leadership team, District Improvement Team, and the Mission/Vision Work Group on May 2. While not yet ready for formal approval, the Introduction, Mission, Vision, and Guiding Principles are ready for Board review and endorsement. The process will continue with refinement of Portrait of a graduate and strategic objectives. Final DRAFT approval will be sought in June.**

**XII. NEW BUSINESS**

**XIII. EXECUTIVE SESSION**

**I move we adjourn to Executive Session for matters regarding personnel. There will be no action after Executive Session.**

- A. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.
- B. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.
- C. Litigation, when an action against, affecting or on behalf of the public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

**XIV. OPEN SESSION**

- A. Non-PHEA and Hourly Salary rates 2018-19

181

**Included in the packet is a placeholder for public notification without final salary amounts. These will be revised following Board Discussion during Executive session and then made public during the action.**

**I move to approve the Non-PHEA and hourly salary rates for 2018-19 as presented.**

**XV. 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.

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**AGENDA**

- Manage resources efficiently and effectively to align with District priorities while being fiscally responsible



# 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 2018

Dear Vocal and Instrumental Music Program Families,

As you may be aware, the Executive Board of the Prospect Heights Instrumental League (PHIL) voted to disband as an organization and donate the remaining funds to the District to continue supporting our vocal and instrumental music programs (VIM). District 23 is extremely grateful for the long-standing support of PHIL and appreciates the time and dedication of all of the volunteers and leaders. District 23 commits to honoring the use of these donated funds only to support the VIM programs and students. Below you will find short and long-term projections for the use of these funds. Needs and allocations will be reviewed annually with VIM directors and administration.

**For Immediate Purchase:**

\$ 1,500	VIM Summer Camp Scholarships 2018
\$ 760	Clavinova Keyboard and Accessories
\$ 400	Mobile Sound System
\$ 993	Podium and Music Stands
\$ 2,250	Band Instruments: Oboe and Drum Set
\$ 700	Jazz Band Music Stand Fronts

**For Sustainable Expenses:**

Clinician contracts, Program Consumables, VIM Field Trip bus, Support for students with Financial Need, SuperState Registration and Transportation and Scholarship/Workshops.

We value the outstanding experiences, instruction, and opportunities our Vocal and Instrumental Music programs provide our students and remain committed to supporting them to the fullest extent possible. We thank past and present members of PHIL and look forward to the continued success of our VIM programs and students.

Sincerely,

VIM Directors – Ms. Murray, Mrs. Gember, Mrs. Boyer, Mr. Simpson and Mr. Boyer

PHSD 23 Administration – Mr. Nystrom, Ms. Meziere, Mr. DeBartolo, and Dr. Angelaccio

DWIGHT D EISENHOWER



# **ARBOR DAY CELEBRATION**

**Friday, April 27, 2018**

**10:00 A.M.**

**Presented by:  
Prospect Heights Garden Club**

**• Welcome from the Prospect Heights Garden Club  
Pat Massaccesi - President**

**• Arbor Day Proclamation  
City of Prospect Heights**

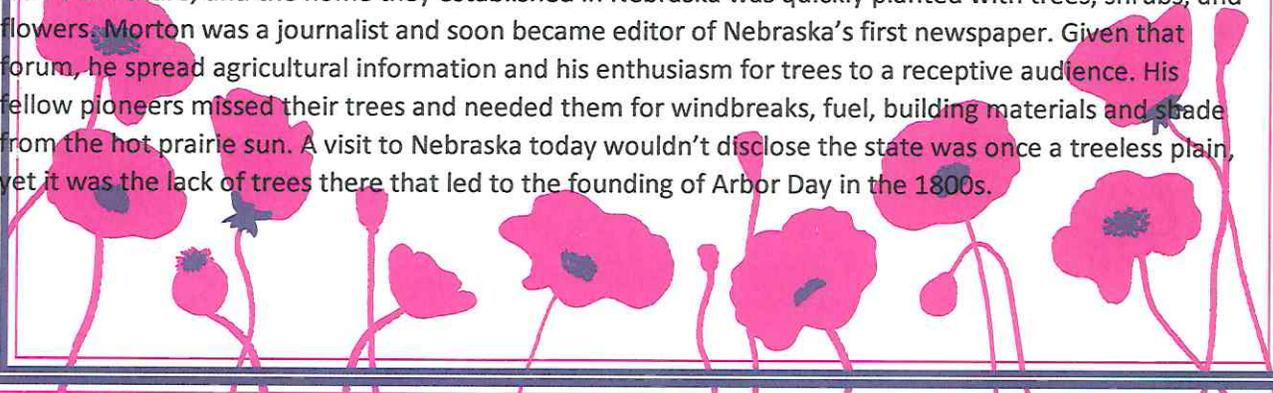
**• Arbor Day Program  
Eisenhower Students**

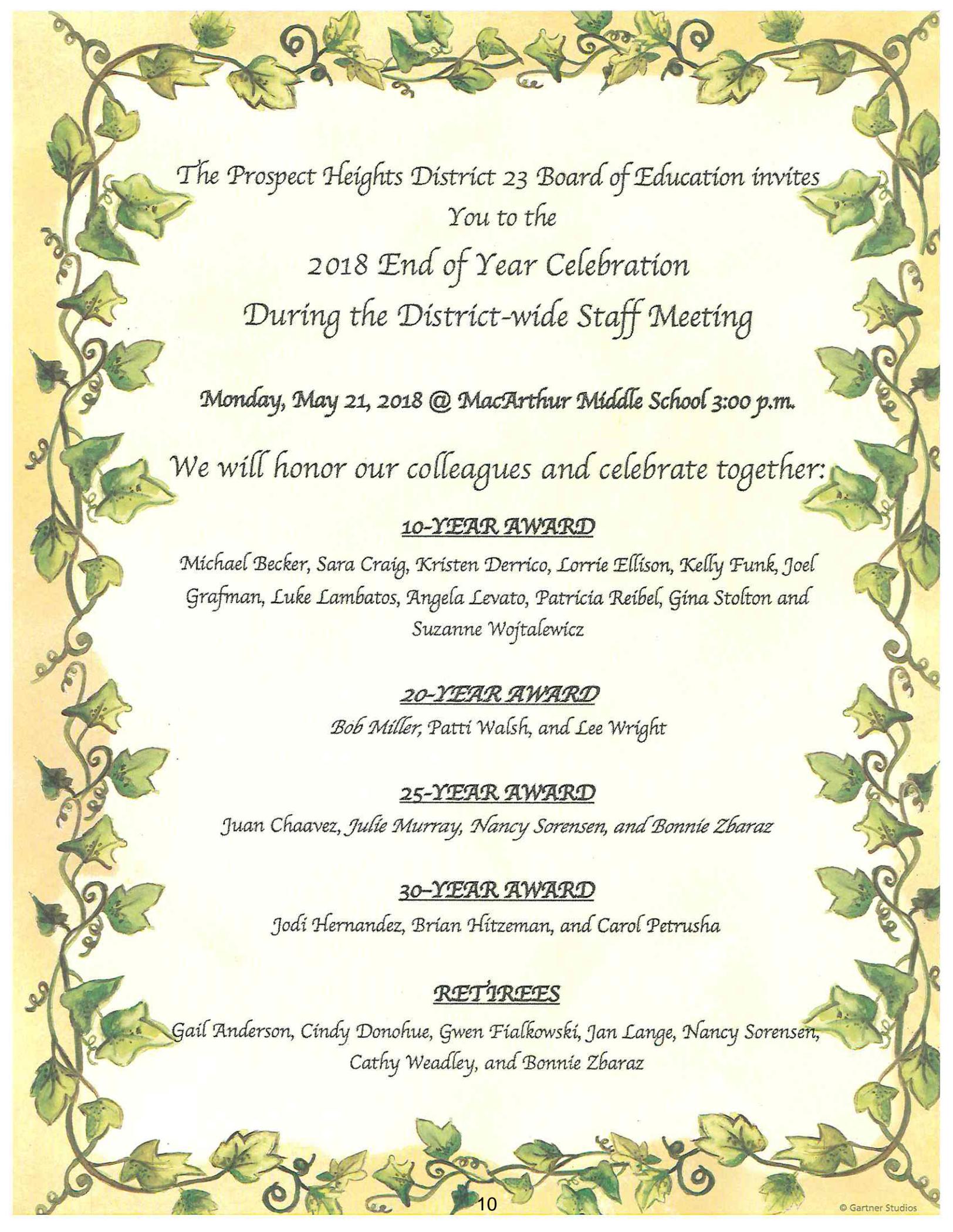
**• Tree Dedication – Serviceberry Tree**

**Thank you to the following in support of this event:  
City of Prospect Heights, River Trails Park District,  
City of Prospect Heights Public Works Department  
and School District 23**

Arbor Day is an annual observance that celebrates the role of trees in our lives and promotes tree planting and care.

As a formal holiday, it was first observed in 1872, in Nebraska, but tree planting festivals are as old as civilization. The tree has appeared throughout history and literature as the symbol of life. The idea for Arbor Day in the United States originated in Nebraska City, Nebraska. Among the pioneers moving into the Nebraska Territory in 1854 was Julius Sterling Morton from Detroit. He and his wife, Caroline, were lovers of nature, and the home they established in Nebraska was quickly planted with trees, shrubs, and flowers. Morton was a journalist and soon became editor of Nebraska's first newspaper. Given that forum, he spread agricultural information and his enthusiasm for trees to a receptive audience. His fellow pioneers missed their trees and needed them for windbreaks, fuel, building materials and shade from the hot prairie sun. A visit to Nebraska today wouldn't disclose the state was once a treeless plain, yet it was the lack of trees there that led to the founding of Arbor Day in the 1800s.





The Prospect Heights District 23 Board of Education invites  
You to the  
2018 End of Year Celebration  
During the District-wide Staff Meeting

Monday, May 21, 2018 @ MacArthur Middle School 3:00 p.m.

We will honor our colleagues and celebrate together:

**10-YEAR AWARD**

Michael Becker, Sara Craig, Kristen Derrico, Lorrie Ellison, Kelly Funk, Joel Grafman, Luke Lambatos, Angela Levato, Patricia Reibel, Gina Stolton and Suzanne Wojtalewicz

**20-YEAR AWARD**

Bob Miller, Patti Walsh, and Lee Wright

**25-YEAR AWARD**

Juan Chaavez, Julie Murray, Nancy Sorensen, and Bonnie Zbaraz

**30-YEAR AWARD**

Jodi Hernandez, Brian Hitzeman, and Carol Petrusha

**RETIREES**

Gail Anderson, Cindy Donohue, Gwen Fialkowski, Jan Lange, Nancy Sorensen, Cathy Weadley, and Bonnie Zbaraz



To my friends at D23-

Thank you so much for the beautiful plant! What a lovely memory. It is my friends and memories that are helping me through this time.

all my best!

Michelle Barr



# Illinois State Board of Education

100 North First Street, Springfield, Illinois 62777-0001  
www.isbe.net

**James T. Meeks**  
Chairman

**Tony Smith, Ph. D.**  
State Superintendent of Education

05-016-0230-02  
Prospect Heights SD 23

May 02, 2018

Dear Superintendent:

The Individuals with Disabilities Education Act (IDEA), Section 616, requires all states to make determinations on the performance of their local districts with regard to the provision of special education and related services. The Illinois State Board of Education (ISBE) has reviewed the following data from the 2016-2017 school year. Based upon these data, ISBE has determined that your district has received the designation of **Meets Requirements** in implementing one or more of the following requirements of IDEA.

Please refer to the online document, *How the Illinois State Board of Education Made Local Determinations under Section 616 of the Individuals with Disabilities Education Act (IDEA) for the 2016-2017 School Year*, for further information. This document and other technical assistance resources are available on the LEA Determinations webpage: <https://www.isbe.net/Pages/Special-Education-LEA-Determinations.aspx>.

A determination of Meets Requirements requires no further action by your district.

Sincerely,

A handwritten signature in black ink that reads "Mark S. Schudel".

Mark Schudel  
Division Administrator  
Special Education Services Division

CC: State-Approved Director of Special Education

State Performance Plan Indicator	Score	Determination
Indicator 4b: Significant discrepancy, by race/ethnicity in the rates of suspensions and expulsions greater than 10 days in a school year for children with IEPs; and policies, procedures and practices that contribute to the significant discrepancy.	4.00	Meets Requirements
Indicator 9: Disproportionate representation of racial and ethnic groups in special education and related services that is a result of inappropriate identification.	4.00	Meets Requirements
Indicator 10: Disproportionate representation of racial and ethnic groups in specific disability categories that is a result of inappropriate identification.	4.00	Meets Requirements
Indicator 11: The percent of children with parental consent to evaluate, who were evaluated within the 60 school day timeline as defined by the Illinois School Code (105 ILCS 5/14-8.02).	4.00	Meets Requirements
Indicator 12: Percent of children referred by Part C prior to age 3, who were found eligible for Part B, and who have an IEP developed and implemented by their third birthdays.	4.00	Meets Requirements
Indicator 13: Number of youth aged 16 and above with an IEP that includes coordinated, measurable, annual IEP goals and transition services that will enable that student to meet the post-secondary goals.	N/A	N/A
Correction of Identified Noncompliance	4.00	Meets Requirements
IDEA Part B Audit Findings (A133 audit)	4.00	Meets Requirements
<b>OVERALL DETERMINATION</b>	<b>4.00</b>	<b>Meets Requirements</b>



# PROSPECT HEIGHTS SCHOOL DISTRICT 23

## MINUTES OF THE BOARD OF EDUCATION

Regular Meeting Minutes Dwight D Eisenhower School April 11, 2018

<p><u>Members Present</u>          Kevin Novak          Carol Botwinski          Jim Bednar          Pat Chester          Brian Greidanus          Jeff Bowes, Board President (via phone)</p>	<p><u>Members Absent</u>          Mari-Lynn Peters -joined the meeting at 8:45 p.m.</p>
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<p><b><u>CALL TO ORDER</u></b></p>	<p>Mr. Novak, Vice President, called the meeting to order at 7:05 p.m.</p>
<p><b><u>PLEDGE OF ALLEGIANCE</u></b></p>	<p>The pledge of allegiance was led by Eisenhower students who have joined the Principal’s Century Book Club for reading a minimum of 100 books, along with students who are a part of the Ike Path Awards, for displaying expected positive behaviors. Also leading in the pledge were representatives of the Young Athletes Special Olympics program.</p>
<p><b><u>MOTION TO APPOINT PRESIDENT PRO-TEM AND SECRETARY PRO-TEM</u></b></p>	<p>Motion by Mrs. Botwinski, seconded by Mr. Chester to appoint Mr. Novak Board President Pro-Tem and Mrs. Botwinski Secretary Pro-Tem to sign documents. Motion carried by 6 Ayes (Bednar, Botwinski, Chester, Novak, Greidanus, and Bowes).          Nay; 0          Absent; Peters</p>
<p><b><u>ROLL CALL</u></b></p>	<p>Present: Mr. Bednar, Mrs. Botwinski, Mr. Chester, Mr. Novak, Mr. Greidanus, and Mr. Bowes (via phone).           Absent: Mrs. Peters - joined the meeting at 8:45 p.m.           Also Present: Dr. Angelaccio, Superintendent, Dr. Samojedny, Assistant Superintendent for Curriculum and Instruction, and Mr. DeBartolo, Assistant Superintendent for Finance and Operations.</p>
<p><b><u>RECOGNITION OF VISITORS AND PARTICIPATION</u></b></p>	<p>No one addressed the Board.</p>

<p><b><u>COMMUNICATIONS</u></b></p>	<p>Dr. Sroka introduced the Young Athletes Program from Eisenhower School. The Young Athlete’s program is an all-inclusive sports-play program for children with developmental delays and their typically developing peers. The students gave a brief demonstration of some of the skills they learn in Ms. Ducharme’s P.E. Class. Dr. Sroka invited the Board to the May 23<sup>rd</sup> Young Athlete’s Day on the grounds of Eisenhower School.</p> <p>Megan Kevil and Melissa Joffe, who sponsor the Student Senate at MacArthur, brought two Student Senate representatives to present a fundraiser, which will benefit Lurie Children’s Hospital. Natalie Tadda and Amanda Vavillis shared the idea of an Elementary/Middle School Staff Volleyball game as the fundraiser as well as carnival games, concessions, a photo booth, and a silent auction. The goal for the Student Senate is to raise \$5,000, which they plan to donate to the Hospital. They have a clear purpose for how they want the money to be distributed, plus they tie it back to the community.</p> <p>In recognition of Volunteer Appreciation Week, representatives of the ePTO and MacPTO were presented with flowers as a token of appreciation for their service as volunteers in our school community. Their leadership, time, and dedication allow the District to provide enrichment activities for students and families, including Assemblies, Room Parties, Art in the Classroom, Field Trips, Movie Nights, Family Fun Nights and many others. On May 18<sup>th</sup>, building principals will be hosting a Volunteer Appreciation Tea at MacArthur, as a show of appreciation. Mr. Novak and Mr. Greidanus gave a heartfelt thanks to all the volunteers.</p>
<p><b><u>COMMITTEE REPORTS</u></b></p>	<p><b><u>BUILDING AND SITES</u></b></p> <p>Mr. Chester reported on discussions regarding summer work and the summer custodian staffing needs. Also discussed was a District porter/Delivery Driver position. Cleaning supplies for classroom cleaning were discussed along with the green cleaning initiatives.</p> <p><b><u>I.A.S.B./ED-RED:</u></b></p> <p>Dr. Angelaccio, Mrs. Peters and Mr. Bowes heard a presentation from ISBE Assessment division regarding the proposal for replacing PARCC.</p> <p><b><u>POLICY:</u></b> No Report</p> <p><b><u>SCHOOL/COMMUNITY RELATIONS:</u></b></p> <p>Mr. Greidanus shared talks about having the new initiative to recognize volunteers in April, plus the Teachers and Nurses Appreciation Resolutions. On May 7<sup>th</sup> &amp; 9<sup>th</sup> Administration and Board of Education members will host a “We Flip for our Faculty”</p>

	<p>pancake breakfast treats. Any Board Members able to help out those days would be welcome.</p> <p><u>N.S.S.E.O.</u>  Mrs. Botwinski reported on the Recognition given to a District 214 student winner of the Infinite Achievement Award.  Lynn Davis was recognized for resurrecting the Foundations Mini Grants for classrooms.  Dr. Hackett presented a short update on the 2018-19 budget. A roundtable discussion was held with Senate leaders, community and special needs folks, discussing options for helping the Special Needs students once they age out of the State-funded programs. The need for new positions at NSSEO were discussed, such as an Assistant Principal for Kirk School, and a Director of Innovative Technology, to help with expanding the Assistive Tech Program.</p> <p><u>FINANCE:</u>  Mrs. Botwinski explained a timeline for financial decisions. The committee reviewed insurance rates and discussed weekly bill pay resolution so bills can be paid in a timely manner. An eRate update was given by Mrs. Stavropoulos for FY19.</p> <p><u>NEGOTIATIONS:</u> No Report</p>
<p><b><u>CONSENT AGENDA</u></b></p>	<p>The consent agenda includes the minutes from the Regular Board Meeting and Executive Session on March 14, 2018, and the April personnel report. We are also adopting Resolutions recognizing Volunteer Appreciation Week, Teacher Appreciation Week, and National School Nurse Week.</p> <p><u>APPROVAL OF THE REGULAR and EXECUTIVE MINUTES OF MARCH 14</u>  Motion by Mr. Novak, seconded by Mr. Bednar to approve the Regular and Executive Session minutes of March 14, 2018. Motion carried by 6 Ayes (Bednar, Botwinski, Chester, Novak, Greidanus, and Bowes.)  Nays; 0  Absent; Peters</p> <p><u>PERSONNEL REPORT</u>  Motion by Mr. Novak, seconded by Mr. Bednar to approve the Personnel Report as presented. Motion carried by 6 Ayes (Bednar, Botwinski, Chester, Novak, Greidanus, and Bowes).  Nays; 0  Absent; Peters</p>

	<p><u>ADOPTION OF VOLUNTEER, TEACHER AND NURSE APPRECIATION WEEK</u></p> <p>Motion by Mr. Novak, seconded by Mr. Bednar to adopt the Resolutions for Volunteer, Teacher and Nurses Appreciation. Motion carried by 6 Ayes (Bednar, Botwinski, Chester, Novak, Greidanus, and Bowes).</p> <p>Nays; 0 Absent; Peters</p>
<p><b><u>FINANCIAL REPORT</u></b></p>	<p>Mr. DeBartolo recommended the approval of the financial report as presented. Mr. Bednar and Mr. Chester had questions for some of the bills, which Mr. DeBartolo satisfactorily answered.</p> <p>Motion by Mr. Bednar, seconded by Mr. Novak to approve the financial report as presented. Motion carried by 6 Ayes (Bednar, Botwinski, Chester, Novak, Greidanus, and Bowes).</p> <p>Nays; 0 Absent; Peters</p>
<p><b><u>SUPERINTENDENT'S REPORT</u></b></p>	<p><u>Science Curriculum Committee Report</u></p> <p>Dr. Samojedny shared with the Board the work that has been done over the past two years. A brief presentation was given explaining the process as well as showing students in various classes, engaged in learning.</p> <p><u>PROPOSED NSSEO BUDGET FOR 2018-19</u></p> <p>As members of the NSSEO coop, the Board was presented with the proposed budget and will vote in May. Mrs. Botwinski, Mr. DeBartolo, and Dr. Samojedny have been attending the meetings to revise and develop the proposed budget. The Board will vote in May on the Budget.</p> <p><u>RESOLUTION FOR HONORABLE DISMISSAL OF CERTAIN EDUCATION SUPPORT PERSONNEL</u></p> <p>Illinois School Code requires probationary teachers be notified 45 calendar days before the end of the school year if they are to be honorably dismissed for the following school year. Teachers are honorably dismissed when there is an anticipated decrease in the number of sections needed or the particular type of teaching service. This will affect one middle school position and two part-time Early Childhood teachers.</p> <p>Motion by Mr. Bednar, seconded by Mr. Chester, to approve the Resolution for Honorable dismissal of certain Education Support. Motion carried by 6 Ayes (Bednar, Botwinski, Chester, Novak, Greidanus, and Bowes).</p> <p>Nays: 0 Absent: Peters</p>

ADJUST THE 2018-19 SCHOOL CALENDAR

Dr. Angelaccio explained the need to improve clarity in the calendar; Administration recommends adjusting the 2018-19 calendar to identify Emergency Days. The last day of school is usually inclusive of the emergency days.

Motion by Mr. Bednar, seconded by Mr. Novak to adjust the 2018-19 School Calendar as recommended. Motion carried by 6 Ayes (Bednar, Botwinski, Chester, Novak, Greidanus, and Bowes).

Nays: 0

Absent: Peters

ESTABLISH 2019-20 SCHOOL CALENDAR

Dr. Angelaccio presented the proposed 2019-20 calendar to provide enough time for area partners such as Park Districts, Libraries, Day Care Providers and families, so they can plan for their needs. The calendar was a result of the Calendar Committee comprised of PHEA, Administration, and Board Member Novak.

Motion by Mr. Bednar, seconded by Mr. Novak to approve the 2019-20 School Calendar as presented. Motion carried by 6 Ayes (Bednar, Botwinski, Chester, Novak, Greidanus, and Bowes).

Nays: 0

Absent: Peters

ESTABLISH STUDENT ACTIVITY FEES FOR 2018-19 SCHOOL YEAR

Board Member Peters joined the meeting at 8:45 p.m.

In March, the Board chose two options to consider for establishing Student Activity Fees. Mr. Novak voiced concern over families or students being left out of a sport because of high fees. A discussion was held and a vote was taken to increase fees \$25 for extracurricular Athletics and Vocal/Instrumental Music programs and an increase in the cap to \$125.

Motion by Mrs. Peters, seconded by Mr. Bednar to approve student activity fees for the 2018-19 school year as presented. Motion carried by 4 Ayes (Bednar, Novak, Greidanus, and Peters).

Nays: 3 (Botwinski, Bowes, and Chester).

REVIEW INSURANCE RATES FOR 2018-19 BUDGET

Mr. DeBartolo shared the District's final insurance renewal rate information for insurance coverage. Life, Accidental Death and Disability, HMO, PPO and Dental. These are all fully or partially paid District Insurance Benefits.

	<p><u>REVIEW OF SAFETY PROCEDURES</u> Dr. Angelaccio explained to the Board the progress of school safety. He explained the physical plant, procedures and drills, and collaboration with First Responders. The Administration has a standing meeting with First Responders in order to keep up with the latest training and drills recommended.</p> <p><u>FREEDOM of INFORMATION REQUESTS</u> Mr. DeBartolo explained the two Freedom of Information requests, which were responded to in a timely manner.</p>
<b><u>RECOGNITION OF VISITORS AND VISITOR PARTICIPATION</u></b>	No one addressed the Board.
<b><u>OLD BUSINESS</u></b>	<u>STRATEGIC PLANNING ENVISION PHASE</u> Dr. Angelaccio reviewed the continued work with ECRA (HYA is a component of ECRA). Mission and Vision is scheduled for May 2 <sup>nd</sup> from 6:30 – 8:30 p.m. The 1 <sup>st</sup> draft of the Envision Phase should be presented at the May Board of Education Meeting.
<b><u>NEW BUSINESS</u></b>	No New business
<b><u>EXECUTIVE SESSION</u></b>	<p>Motion by Mrs. Peters, seconded by Mr. Bednar to move to Executive Session for matters regarding personnel. There will be no action after Executive Session. Motion carried by 7 Ayes (Bednar, Botwinski, Chester, Novak, Greidanus, Bowes, and Peters).</p> <p>Nays: 0</p> <p>The Board adjourned to Executive Session at 9:20 p.m.</p>
<b><u>OPEN SESSION</u></b>	<p>The Board moved to Open Session at 11:13 p.m.</p> <p><u>ROLL CALL:</u> PRESENT: Bednar, Botwinski, Chester, Novak, Greidanus, Bowes, Peters.</p> <p>ABSENT: None</p>
<b><u>ADJOURN</u></b>	<p>Motion by Mrs. Botwinski, seconded by Mr. Bednar to adjourn at 11:14 p.m. Motion carried by 7 Ayes (Bednar, Botwinski, Chester, Novak, Greidanus, Bowes, and Peters).</p> <p>Nays: 0</p>

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Board President

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Board Secretary



# PROSPECT HEIGHTS SCHOOL DISTRICT 23

## MINUTES OF THE EXECUTIVE SESSION OF THE REGULAR BOARD OF EDUCATION MEETING

Executive Session    Administration Building    9:38 p.m. – 11:13 p.m.    April 11, 2018

Members Present

Mari-Lynn Peters  
Kevin Novak  
Carol Botwinski  
Jim Bednar  
Brian Greidanus  
Pat Chester

Members Via Phone

Jeff Bowes, Board President

Members Absent

**ROLL CALL AND VISITORS**

Superintendent Dr. Don Angelaccio; Dr. Christie Samojedny, Assistant Superintendent of Curriculum and Instruction; Mr. Micheal DeBartolo, Assistant Superintendent of Finance and Operations.

**LEGAL**

Discussed possible PTAB settlement with appellant: Target Corporation.

**AT 9:43, DR. SAMOJEDNY, AND MR. DEBARTOLO WERE EXCUSED.**

**PERSONNEL**

Dr. Christie Samojedny, Assistant Superintendent of Curriculum and Instruction, will be resigning effective June 30.

Discussed non-PHEA raises.

Discussed creating a contract and stipend for Mr. Micheal DeBartolo, Assistant Superintendent of Finance and Operations.

**AT 10:49, DR. ANGELACCIO WAS EXCUSED.**

Discussion of raises, contract and stipend continued.

**AT 11:06, DR. ANGELACCIO RETURNED TO THE MEETING.**

Discussion of raises, contract and stipend further continued.

**ADJOURNMENT**

Motion moved by Mrs. Peters and Mrs. Botwinski seconded the motion to return to Open Session at 11:13 p.m. Motion carried by a roll call vote of 7 AYES (Mrs. Botwinski, Mr. Bowes, Mr. Chester, Mr. Greidanus, Mrs. Peters. Mr. Bednar and Mr. Novak).

Nays; 0

ABSENT: 0

Board Adjourned at 11:14 p.m. following a voice vote. There were no nays.

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Board President

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Board Secretary

**PERSONNEL REPORT 5/9/2018**

<u>Name</u>	<u>Positon</u>	<u>Replacing</u>	<u>Action</u>	<u>FTE</u>	<u>Number of Positions</u>	<u>Effective</u>	<u>School</u>	<u>PHEA or BOARD</u>	<u>2017-2018 Amount</u>
Erin Lim	School Psychologist	New Allocation (.5 FTE increase)	Change of Status	1		8/20/18	Sullivan		\$62,131
Candice Fleischmann	Speech & Language Pathologist	New Allocation (.2 FTE increase)	Change of Status	0.8		8/20/18	Ross/Ike		\$64,205
Lorrie Ellison	Business Service Specialist	Tracy Stephens	Change of Status	1		7/1/18	Admin.		\$50,000
Analiza Santiago	Special Ed. Program Assistant	New Allocation (.5 FTE increase)	Change of Status	1		4/16/18	Ike		\$18.13/hour
Laurie Travis	Teacher-5th Grade	Cindy Donohue	New Hire	1		8/20/18	Sullivan		\$56,740
Jennifer Wessel	Teacher-5th Grade	Ann Hallman	New Hire	1		8/20/18	Sullivan		\$44,602
Susan Miller	Teacher-1st Grade	Bonnie Zbaraz	New Hire	1		8/20/18	Ike		\$48,715
Adam Petersen	Teacher-PE	Cathy Weadly	New Hire	1		8/20/18	Sullivan		\$56,740
Christie Samojedney	Assistant Superintendent		Resignation	1		6/30/18	Admin.		\$126,500



# **2018-2019 BUDGET**

## **Financial Information for Prospect Heights School District #23**



## **Northwest Suburban Special Education Organization** **Fiscal Year 2018-2019 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 31, 2018 through March 21, 2018.

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 2018-2019 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 2018-2019 NSSEO budget.

Dr. Judy Hackett  
Superintendent

Julie Jilek  
Assistant Superintendent,  
Chief School Business Official

**2018-2019 NSSEO BUDGET INDEX**

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Programs and Services.....16-19

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w/budget/indexFY18-19



## **NSSEO 2018-2019 BUDGET SUMMARY**

### **2018-2019 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

### **Scope of the Finance Advisory Committee-**

- Throughout the budget development process the Finance Advisory Committee will continue to serve in an advisory capacity with the focus on:
  - Analyzing student/program needs
  - Addressing district needs
  - Focusing on fiscal responsibility
  - Providing ongoing communication and updates on the budget process to stakeholders

### **NSSEO Continuous Improvement Plan-**

- Main Areas of Focus
  - Instructional Practices
  - Transition Planning
  - IEP Best Practices

### **NSSEO FY19 Initiatives-**

- Focus on advancing instructional practices across NSSEO programs that addresses the complex academic, social-emotional and life needs of students EC-22.
- Support member districts in building capacity in behavior through coaching/PD
- Increase mental health and social/emotional support at Timber Ridge Therapeutic School and enhance school-home partnerships
- Increase ELL services in NSSEO programs to address identified needs
- Advanced focus on transition, specifically employment, parental engagement and community partnerships aligned to students' life plans
- Pursue creative funding options through expanded communication planning and partnerships

**Enrollment Projections-**

- Developed based on input from Districts Administrative and Business Representatives and Program Administrators
- Enrollment Projections in the FY19 Budget remain stable

**Staffing Adjustments-**

**FY18 Estimated Actual to FY19 Budget**

Overall Staffing Increase/Decrease - Tuition Programs: -1.390 FTE  
 Staffing Increase/Decrease in District Purchased Services/Other: +3.942 FTE  
 Staffing Increase/Decrease – Direct Bill Aides: -10.404 FTE

**Programs and Services Rates-**

<b>2018-2019 NSSEO Tuition Based</b>	<b>2017-2018</b>		<b>2018-2019</b>	<b>INC./DEC.</b>
<b>Programs</b>	<b>BUDGET</b>		<b>BUDGET</b>	<b>%</b>
Timber Ridge	38,220.57	per std	38,014.75	-0.54%
Miner School	46,285.15	per std	45,945.43	-0.73%
NSSEO Program at Riley & RTMS	54,251.89	per std	54,060.75	-0.35%
Kirk School	40,336.63	per std	41,144.99	2.00%
D/HH-Elementary	43,607.05	per std	42,852.19	-1.73%
D/HH-Middle	46,211.00	per std	42,852.19	-7.27%
D/HH-High School	53,662.86	per std	42,852.19	-20.15%

<b>Non-Member Tuition Rates</b>	<b>2018-2019</b>
Timber Ridge Non-Member	48,143.03
Timber Ridge Non-Member w/ Add-Ons	57,533.79
Miner Non-Member	59,116.96
Miner Non-Member with Add-Ons	68,507.72
Kirk Non-Member	55,010.87
Kirk Non-Member with Add-Ons	64,401.63

<b>2018-2019 NSSEO Service/Other Programs</b>	<b>2017-2018</b>		<b>2018-2019</b>	<b>INC./DEC.</b>
<b>DESC:</b>	<b>BUDGET</b>		<b>BUDGET</b>	<b>%</b>
OT/PT services to District students	115,137	per FTE	111,236	-3.39%
APE services to District students	84,578	per FTE	75,363	-10.90%
Vision services to District students	89,915	per FTE	87,941	-2.20%
Assistive Technology services to District students	84,769	per FTE	83,605	-1.37%
D/HH-Itinerant Program	24.10	per unit	22.90	-4.98%
Outdoor Education - based on % of usage in education fund	373,733	total	371,586	-0.57%
VAC - costs are split between Districts 211 & 214	70,311	per dist	66,979	-4.74%
NSSEO Administration - Offset by IDEA dollars/Admin Fee	0	total	0	0.00%
Technical Assistance to Districts	88,150.61	per FTE	89,252.49	1.25%
Professional Development - Offset by IDEA dollars	0	total	0	0.00%
Central O&M - based on % of usage in education fund	63,186	total	53,872	-14.74%
D/HH-Central Office - Offset by Admin Fee	0	total	0	0.00%
Technology/Central - based on % of usage in education fund	665,573	total	676,502	1.64%
Technology/Programs - based on % of usage in education fund	82,693	total	79,637	-3.70%
Building Fund	200,000	total	200,000	0.00%

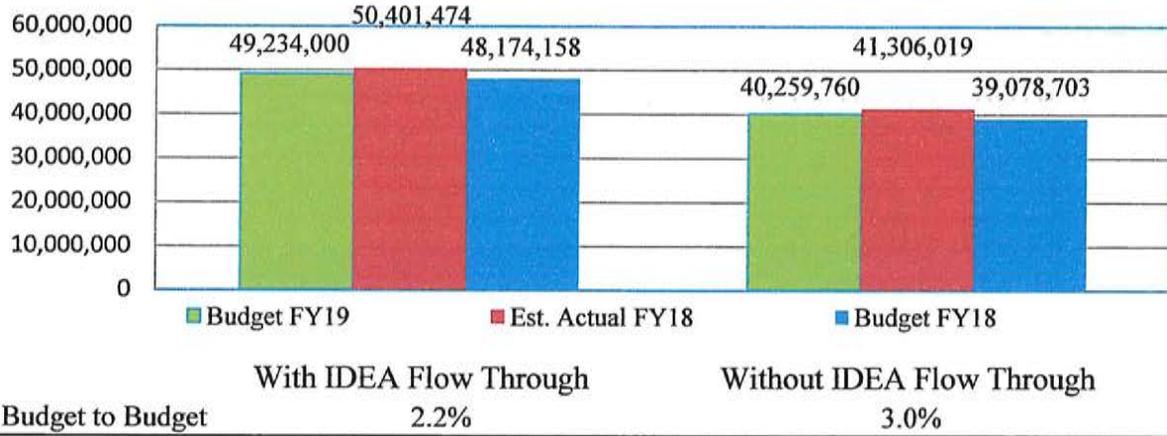
**Budget Revenue/Expenditure Summary:**

**Revenue (with IDEA Flow-Through)**

FY19 Budget	\$ 49,234,000
FY18 Est. Actual	\$ 50,401,474
FY18 Budget	\$ 48,174,158

**Revenue (without IDEA Flow-Through)**

FY19 Budget	\$ 40,259,760
FY18 Est. Actual	\$ 41,306,019
FY18 Budget	\$ 39,078,703

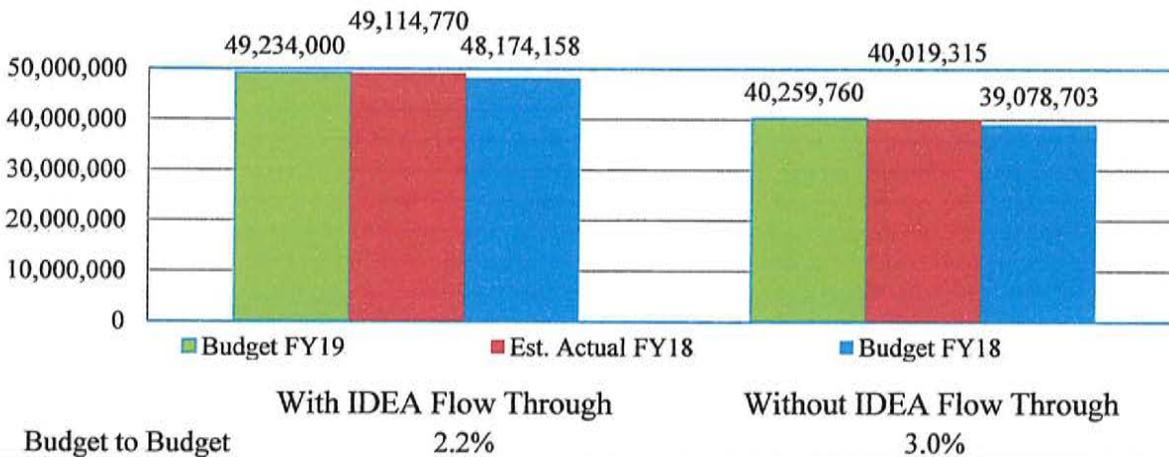


**Expenditures (with IDEA Flow-Through)**

FY19 Budget	\$ 49,234,000
FY18 Est. Actual	\$ 49,114,770
FY18 Budget	\$ 48,174,158

**Expenditures (without IDEA Flow-Through)**

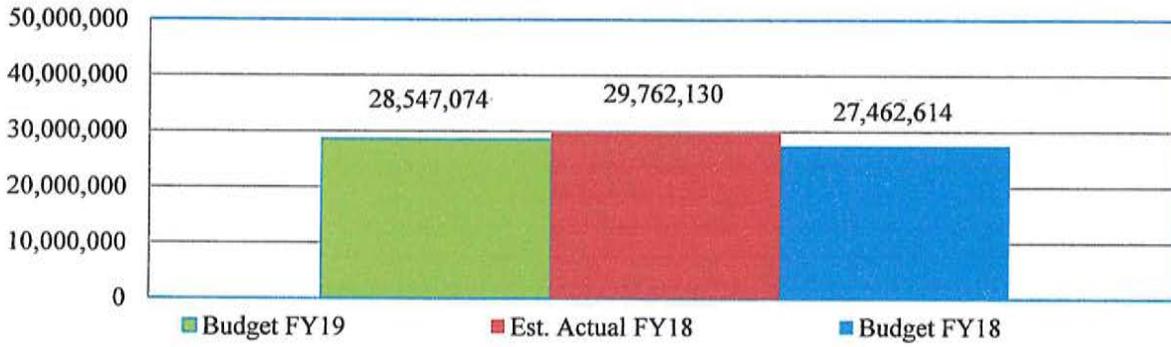
FY19 Budget	\$ 40,259,760
FY18 Est. Actual	\$ 40,019,315
FY18 Budget	\$ 39,078,703



### Summary of District Payments:

#### District Payments

FY19 Budget	\$ 28,547,074
FY18 Est. Actual	\$ 29,762,130
FY18 Budget	\$ 27,462,614



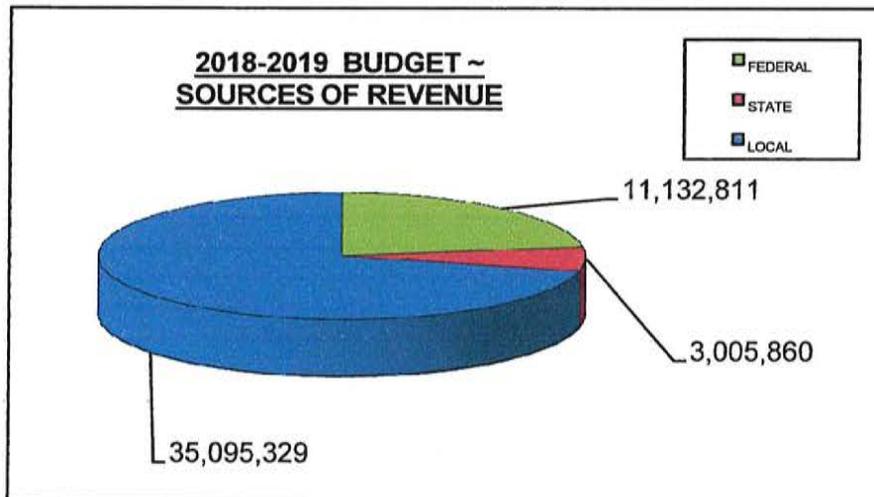
Budget to Budget +3.9%

# NORTHWEST SUBURBAN SPECIAL EDUCATION ORGANIZATION



## SOURCES OF REVENUE

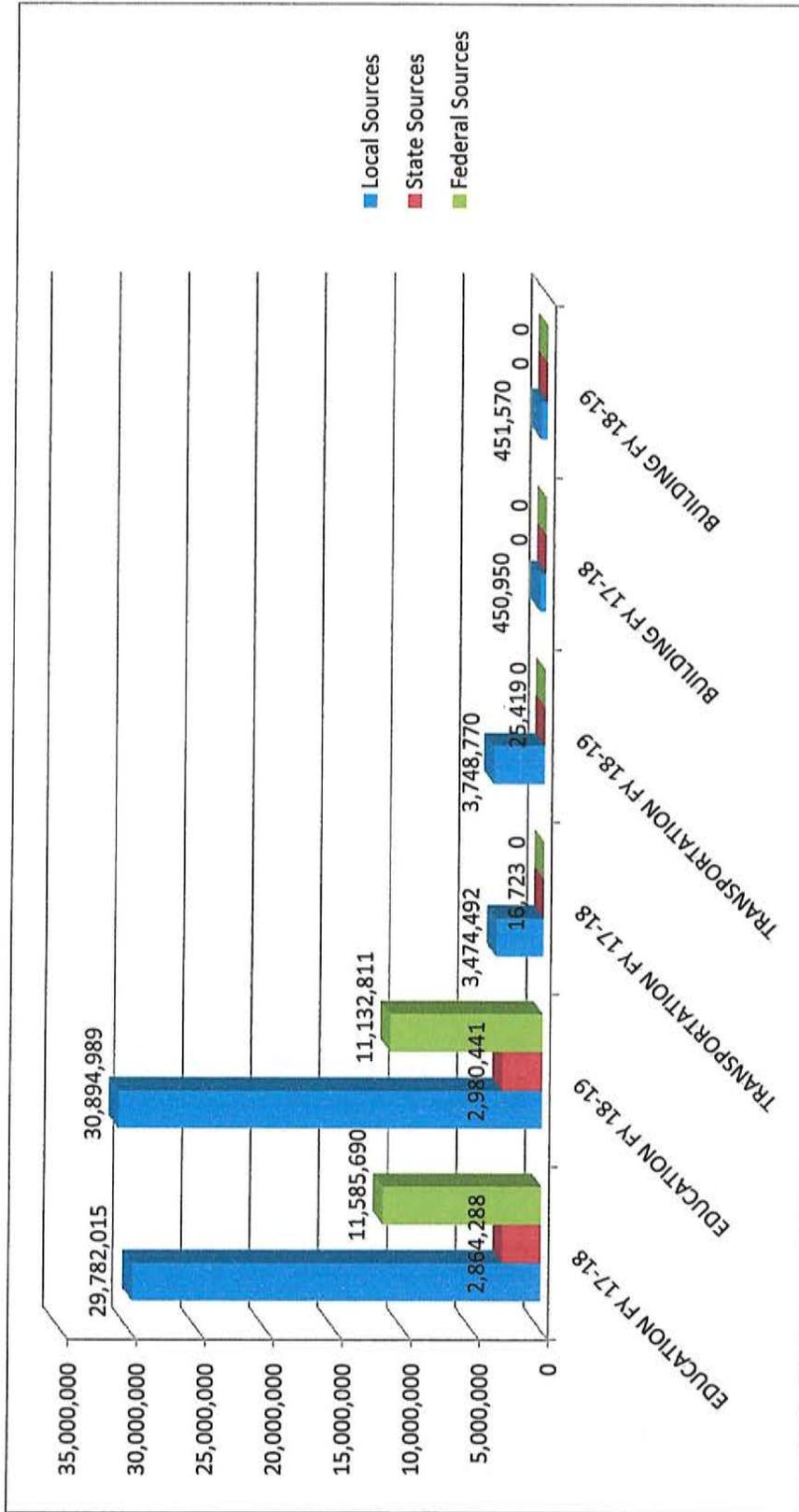
	<u>FEDERAL</u>	<u>STATE</u>	<u>LOCAL</u>	<u>TOTAL</u>
<b>2017-2018 BUDGET</b>	11,585,690 24.0%	2,881,011 6.0%	33,707,457 70.0%	48,174,158
<b>2017-2018 EST. ACTUAL</b>	11,300,672 22.4%	2,997,164 6.0%	36,103,638 71.6%	50,401,474
<b>2018-2019 BUDGET</b>	11,132,811 22.6%	3,005,860 6.1%	35,095,329 71.3%	49,234,000



## 2018-2019 NSSEO BUDGET REVENUE

	FY 17-18 Education	FY 18-19 Education	FY 17-18 Transportation	FY 18-19 Transportation	FY 17-18 Building	FY 18-19 Building	FY 17-18 Total	FY 18-19 Total
<b>Local Sources:</b>								
District Payments	17,855,876	17,129,334	0	0	200,000	200,000	18,055,876	17,329,334
Non-Member Payments	5,261,088	6,683,424	0	0	62,046	83,137	5,323,134	6,766,561
Transportation Payments	0	0	3,473,992	3,748,270	0	0	3,473,992	3,748,270
Direct Bill Revenue	4,050,629	4,433,591	0	0	0	0	4,050,629	4,433,591
Other Local Revenue	20,000	20,000	0	0	0	0	20,000	20,000
Breakfast/Lunch Revenue	8,583	0	0	0	0	0	8,583	0
Building Rent	5,200	5,200	0	0	0	0	5,200	5,200
ESY Assessment	110,700	119,610	0	0	0	0	110,700	119,610
Program Payments	1,939,599	1,841,587	0	0	0	0	1,939,599	1,841,587
Interest	23,840	72,933	500	500	9,000	20,000	33,340	93,433
Budget Balance	506,500	589,310	0	0	179,904	148,433	686,404	737,743
<b>Total Local Sources</b>	<b>29,782,015</b>	<b>30,894,989</b>	<b>3,474,492</b>	<b>3,748,770</b>	<b>450,950</b>	<b>451,570</b>	<b>33,707,457</b>	<b>35,095,329</b>
<b>State Sources:</b>								
Evidence Based Funding	2,313,204	2,432,477	0	0	0	0	2,313,204	2,432,477
State Transp. Claim	0	0	16,723	25,419	0	0	16,723	25,419
Breakfast/Lunch Revenue	3,120	0	0	0	0	0	3,120	0
ORS/DHS	547,964	547,964	0	0	0	0	547,964	547,964
<b>Total State Sources</b>	<b>2,864,288</b>	<b>2,980,441</b>	<b>16,723</b>	<b>25,419</b>	<b>0</b>	<b>0</b>	<b>2,881,011</b>	<b>3,005,860</b>
<b>Federal Sources:</b>								
IDEA	10,474,842	10,313,234	0	0	0	0	10,474,842	10,313,234
Preschool	218,629	218,629	0	0	0	0	218,629	218,629
Breakfast/Lunch Revenue	66,319	0	0	0	0	0	66,319	0
Medicaid	825,900	600,948	0	0	0	0	825,900	600,948
<b>Total Federal Sources</b>	<b>11,585,690</b>	<b>11,132,811</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11,585,690</b>	<b>11,132,811</b>
<b>Grand Total</b>	<b>44,231,993</b>	<b>45,008,241</b>	<b>3,491,215</b>	<b>3,774,189</b>	<b>450,950</b>	<b>451,570</b>	<b>48,174,158</b>	<b>49,234,000</b>

# 2018-2019 NSSEO BUDGET REVENUE



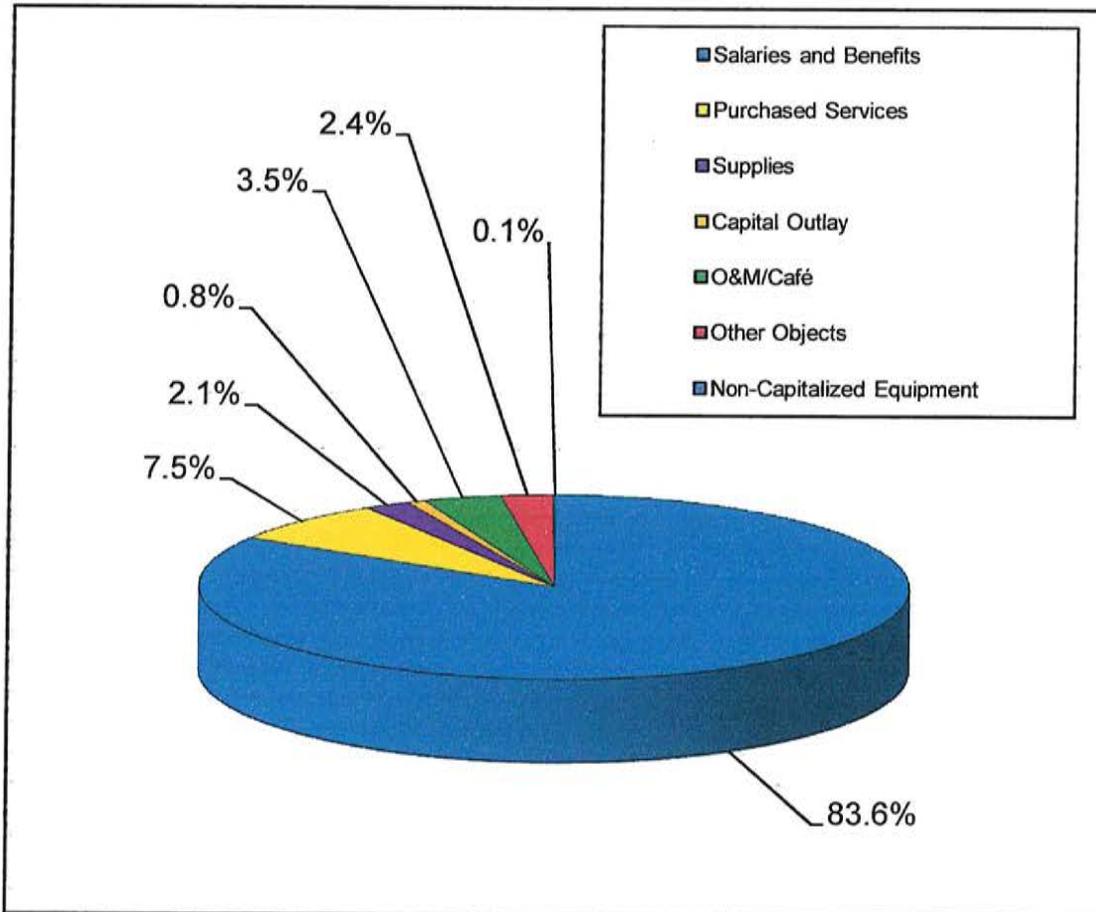


# NSSEO

## 2018-2019 BUDGET SUMMARY

### Education Fund- Allocation of Program Expenses:

Salaries and Benefits	28,630,966	83.6%
Purchased Services	2,558,926	7.5%
Supplies	710,521	2.1%
Capital Outlay	285,082	0.8%
O&M/Café	1,212,314	3.5%
Other Objects	814,343	2.4%
Non-Capitalized Equipment	35,700	0.1%
Subtotal	34,247,852	100.0%
Transfers	1,786,149	
IDEA/Preschool to Districts	8,974,240	
Total 2018-2019 Education Fund	45,008,241	





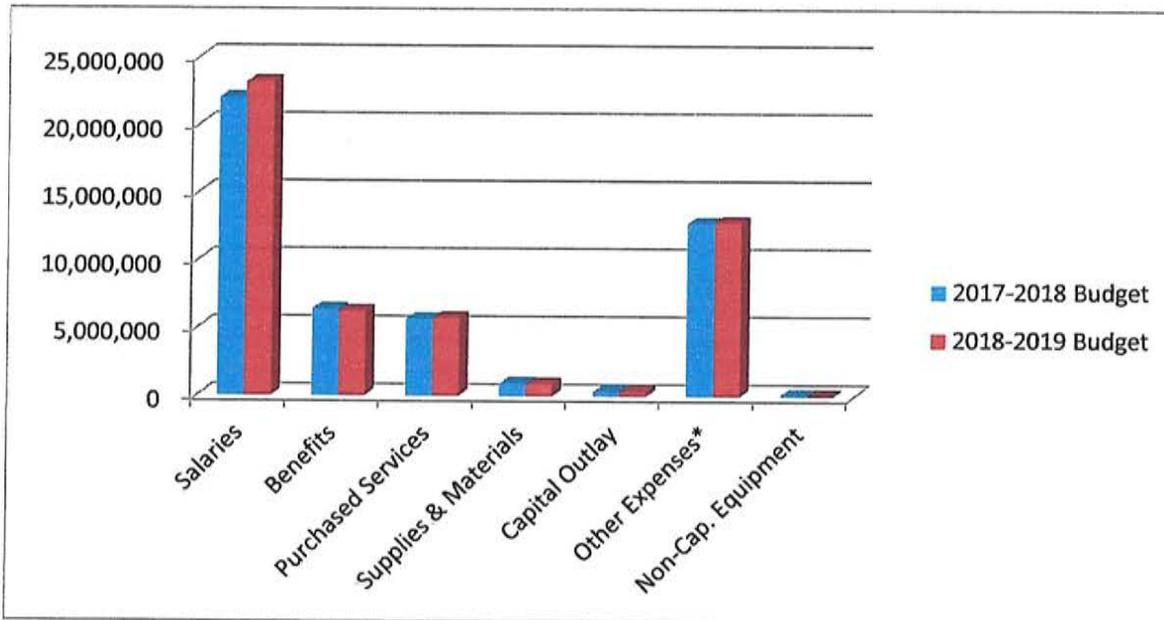
## 2018-2019 NSSEO BUDGET EXPENDITURES

	2017-2018 Budget	2018-2019 Budget	Change
<b>Education Fund:</b>			
Salaries	15,274,396	16,071,860	797,464
Benefits	4,709,551	4,648,769	-60,782
Purchased Services	919,297	912,672	-6,625
Supplies & Materials	291,783	229,095	-62,688
Capital Outlay	169,741	169,741	0
Other Expenses*	2,356,339	2,580,430	224,091
Non-Cap. Equipment	2,700	2,700	0
<b>Total Tuition Programs</b>	<b>23,723,807</b>	<b>24,615,267</b>	<b>891,460</b>
Salaries	6,276,448	6,444,201	167,753
Benefits	1,578,080	1,466,136	-111,944
Purchased Services	1,618,057	1,646,254	28,197
Supplies & Materials	489,617	481,426	-8,191
Capital Outlay	115,341	115,341	0
Other Expenses*	784,664	817,025	32,361
Non-Cap. Equipment	57,000	33,000	-24,000
<b>Total Service/Other</b>	<b>10,919,207</b>	<b>11,003,383</b>	<b>84,176</b>
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*	493,524	415,351	-78,173
Non-Cap. Equipment	0	0	0
<b>Total Ed Fund Reserves</b>	<b>493,524</b>	<b>415,351</b>	<b>-78,173</b>
Salaries			0
Benefits	0	0	0
Purchased Services	0	0	0
Supplies & Materials	0	0	0
Capital Outlay	0	0	0
Other Expenses*	9,095,455	8,974,240	-121,215
Non-Cap. Equipment	0	0	0
<b>Total IDEA/P.S. Subgrants to Districts</b>	<b>9,095,455</b>	<b>8,974,240</b>	<b>-121,215</b>
<b>Total Education Fund</b>	<b>44,231,993</b>	<b>45,008,241</b>	<b>776,248</b>



## 2018-2019 NSSEO BUDGET EXPENDITURES

	2017-2018 Budget	2018-2019 Budget	Change
<b>Transportation Fund:</b>			
Salaries	475,030	654,781	179,751
Benefits	101,727	133,669	31,942
Purchased Services	2,745,491	2,787,900	42,409
Supplies & Materials	117,712	143,303	25,591
Capital Outlay	43,000	45,000	2,000
Other Expenses*	6,380	7,661	1,281
Non-Cap. Equipment	1,875	1,875	0
<b>Total Transportation Fund</b>	<b>3,491,215</b>	<b>3,774,189</b>	<b>282,974</b>
<b>Building Fund:</b>			
Salaries	0	0	0
Benefits	0	0	0
Purchased Services	386,950	387,570	620
Supplies & Materials	16,000	16,000	0
Capital Outlay	0	0	0
Other Expenses*	48,000	48,000	0
Non-Cap. Equipment	0	0	0
<b>Total Building Fund</b>	<b>450,950</b>	<b>451,570</b>	<b>620</b>
<b>Total All Funds</b>	<b>48,174,158</b>	<b>49,234,000</b>	<b>1,059,842</b>
*Other Expenses - Transfers/IDEA Flow-Thru/Dues-Fees-Subscriptions			





# NSSEO

## BUDGET EXPENDITURES SUMMARY 2018-2019

PROGRAM	SALARIES	EMPLOYEE BENEFITS*	PURCHASED SERVICES	SUPPLIES/ MATERIALS	CAPITAL OUTLAY	TRANSFERS/ FLOW-THRU/ DUES/FEES	NON- CAPITALIZED EQUIPMENT	TOTAL
<b>TUITION PROGRAMS:</b>								
TIMBER RIDGE	2,944,776	759,548	119,880	41,970	1,500	650,563	0	4,518,237
MINER SCHOOL	3,886,750	1,182,758	425,770	113,629	138,241	407,140	1,500	6,155,788
RILEY/RTMS PROG	373,622	108,448	52,690	3,275	0	33,365	0	571,400
KIRK SCHOOL	7,238,718	2,199,271	159,897	70,221	30,000	1,358,492	1,200	11,057,799
D/HH-ELEMENTARY	1,006,767	249,101	76,553	0	0	79,945	0	1,412,366
D/HH-MIDDLE	260,521	60,754	25,352	0	0	20,798	0	367,425
D/HH-HIGH SCHOOL	360,706	88,889	52,530	0	0	30,127	0	532,252
<b>TUITION BUDGET '19</b>	<b>16,071,860</b>	<b>4,648,769</b>	<b>912,672</b>	<b>229,095</b>	<b>169,741</b>	<b>2,580,430</b>	<b>2,700</b>	<b>24,615,267</b>
<b>TUITION BUDGET '18</b>	<b>15,274,396</b>	<b>4,709,551</b>	<b>919,297</b>	<b>291,783</b>	<b>169,741</b>	<b>2,356,339</b>	<b>2,700</b>	<b>23,723,807</b>
<b>TUITION EST ACT '18</b>	<b>15,734,918</b>	<b>4,987,809</b>	<b>1,012,704</b>	<b>229,007</b>	<b>169,741</b>	<b>2,470,550</b>	<b>2,700</b>	<b>24,607,429</b>
<b>Change in Expenditures Budget to Budget</b>								<b>891,460</b>
<b>SERVICE/OTHER:</b>								
D.E.S.C.	1,792,056	434,280	68,200	8,046	0	139,639	0	2,442,221
D/HH-DIAGNOSTICS	335,863	90,268	47,500	10,000	0	29,018	0	512,649
D/HH-ITINERANT	695,564	95,769	21,000	0	0	48,740	0	861,073
OUTDOOR EDUCATION	423,612	76,989	39,996	41,050	0	83,499	0	665,146
VAC/STEP	212,703	78,323	395,476	1,412	0	19,008	0	706,922
NSSEO ADMINISTRATION	1,273,200	295,263	470,696	190,315	3,000	77,441	10,000	2,319,915
TECH ASST TO DIST	282,660	39,448	0	725	0	0	0	322,833
PROF DEVELOPMENT	338,647	86,333	263,028	36,728	0	0	0	724,736
CENTRAL O&M	245,664	59,781	84,645	34,600	4,100	3,000	1,000	432,790
D/HH-CENTRAL	3,500	719	95,807	19,000	0	166,680	0	285,706
TECHNOLOGY/CENTRAL	840,732	208,963	74,252	46,214	52,000	250,000	10,000	1,482,161
TECHNOLOGY/PROGRAMS	0	0	85,654	93,336	56,241	0	12,000	247,231
<b>SRVS/OTHR BUD '19</b>	<b>6,444,201</b>	<b>1,466,136</b>	<b>1,646,254</b>	<b>481,426</b>	<b>115,341</b>	<b>817,025</b>	<b>33,000</b>	<b>11,003,383</b>
<b>SRVS/OTHR BUD '18</b>	<b>6,276,448</b>	<b>1,578,080</b>	<b>1,618,057</b>	<b>489,617</b>	<b>115,341</b>	<b>784,664</b>	<b>57,000</b>	<b>10,919,207</b>
<b>SRVS/OTHR E.A. '18</b>	<b>6,288,189</b>	<b>1,502,483</b>	<b>1,624,351</b>	<b>497,418</b>	<b>115,341</b>	<b>813,950</b>	<b>57,000</b>	<b>10,898,732</b>
<b>Change in Expenditures Budget to Budget</b>								<b>84,176</b>
<b>ED FUND RESERVES:</b>								
U/C RESERVE	0	0	0	0	0	20,000	0	20,000
RETIREMENT RESERVE	0	0	0	0	0	395,351	0	395,351
<b>ED. RES. BUDGET '19</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>415,351</b>	<b>0</b>	<b>415,351</b>
<b>ED. RES. BUDGET '18</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>493,524</b>	<b>0</b>	<b>493,524</b>
<b>ED. RES. EST ACT '18</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>413,671</b>	<b>0</b>	<b>413,671</b>
<b>Change in Expenditures Budget to Budget</b>								<b>-78,173</b>
<b>FLOW THRU DISTRICT SUBGRANTS:</b>								
<b>FLOW THRU BUD '19</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,974,240</b>	<b>0</b>	<b>8,974,240</b>
<b>FLOW THRU BUD '18</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,095,455</b>	<b>0</b>	<b>9,095,455</b>
<b>FLOW THRU EST ACT '18</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,095,455</b>	<b>0</b>	<b>9,095,455</b>
<b>Change in Expenditures Budget to Budget</b>								<b>-121,215</b>



# NSSEO

## BUDGET EXPENDITURES SUMMARY 2018-2019

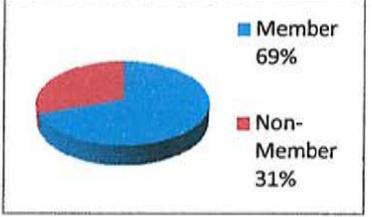
PROGRAM	SALARIES	EMPLOYEE BENEFITS*	PURCHASED SERVICES	SUPPLIES/ MATERIALS	CAPITAL OUTLAY	TRANSFERS/ FLOW-THRU/ DUES/FEES	NON- CAPITALIZED EQUIPMENT	TOTAL
<b>TOTAL EDUCATION</b>								
BUDGET 2018-2019	22,516,061	6,114,905	2,558,926	710,521	285,082	12,787,046	35,700	45,008,241
TOTAL EDUCATION BUDGET 2017-2018	21,550,844	6,287,631	2,537,354	781,400	285,082	12,729,982	59,700	44,231,993
TOTAL EDUCATION EST. ACTUAL 2017-2018	22,023,107	6,490,292	2,637,055	726,425	285,082	12,793,626	59,700	45,015,287
								<b>Change in Expenditures Budget to Budget</b>
								776,248
TRANSP 2018-2019	654,781	133,669	2,787,900	143,303	45,000	7,661	1,875	3,774,189
TRANSP 2017-2018	475,030	101,727	2,745,491	117,712	43,000	6,380	1,875	3,491,215
TRANSP EA 2017-2018	634,168	130,224	2,690,901	138,845	45,000	7,520	1,875	3,648,533
								<b>Change in Expenditures Budget to Budget</b>
								282,974
BLDG FUND 2018-2019	0	0	387,570	16,000	0	48,000	0	451,570
BLDG FUND 2017-2018	0	0	386,950	16,000	0	48,000	0	450,950
BLDG FUND EA 2017-2018	0	0	386,950	16,000	0	48,000	0	450,950
								<b>Change in Expenditures Budget to Budget</b>
								620
<b>GRAND TOTALS:</b>								
BUDGET 2018-2019	23,170,842	6,248,574	5,734,396	869,824	330,082	12,842,707	37,575	49,234,000
BUDGET 2017-2018	22,025,874	6,389,358	5,669,795	915,112	328,082	12,784,362	61,575	48,174,158
EST. ACTUAL 2017-2018	22,657,275	6,620,516	5,714,906	881,270	330,082	12,849,146	61,575	49,114,770
								<b>Change in Expenditures Budget to Budget</b>
								1,059,842
								<b>% Change in Expenditures Budget to Budget</b>
								2.2%
<b>GRAND TOTALS LESS IDEA FLOW-THROUGH:</b>								
BUDGET 2018-2019	23,170,842	6,248,574	5,734,396	869,824	330,082	3,868,467	37,575	40,259,760
% of Budget	57.6%	15.5%	14.2%	2.2%	0.8%	9.6%	0.1%	100.0%
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%
EST. ACTUAL 2017-2018	22,657,275	6,620,516	5,714,906	881,270	330,082	3,753,691	61,575	40,019,315
% of Budget	56.6%	16.5%	14.3%	2.2%	0.8%	9.4%	0.2%	100.0%
								<b>Change in Expenditures Budget to Budget</b>
								1,181,057
								<b>% Change in Expenditures Budget to Budget</b>
								3.0%

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

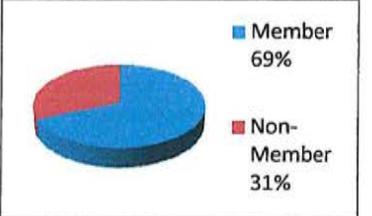


**2018-2019 BUDGET ENROLLMENT SUMMARY**  
Budget 2017-2018 to Budget 2018-2019

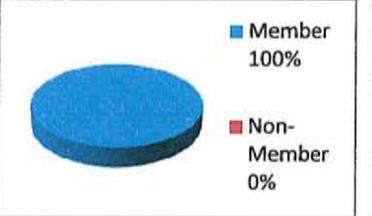
<b>Timber Ridge</b>	Budget	Budget	Enrollment	
	<u>2017-2018</u>	<u>2018-2019</u>	<u>Inc./Dec.</u>	<u>FY19 %</u>
Member	66.5	66.0	-0.5	69%
Non-Member	18.0	29.0	11.0	31%
	<u>84.5</u>	<u>95.0</u>	<u>10.5</u>	<u>100%</u>



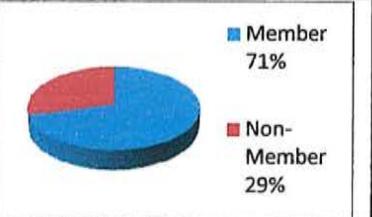
<b>Miner School</b>	Budget	Budget	Enrollment	
	<u>2017-2018</u>	<u>2018-2019</u>	<u>Inc./Dec.</u>	<u>FY19 %</u>
Member	62.8	61.0	-1.8	69%
Non-Member	17.7	28.0	10.3	31%
	<u>80.5</u>	<u>89.0</u>	<u>8.5</u>	<u>100%</u>



<b>Riley/RTMS Program</b>	Budget	Budget	Enrollment	
	<u>2017-2018</u>	<u>2018-2019</u>	<u>Inc./Dec.</u>	<u>FY19 %</u>
Member	9.0	8.0	-1.0	100%
Non-Member	0.0	0.0	0.0	0%
	<u>9.0</u>	<u>8.0</u>	<u>-1.0</u>	<u>100%</u>



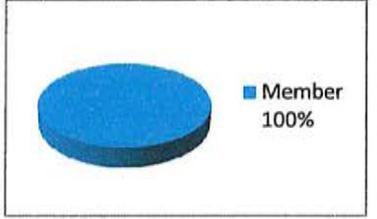
<b>Kirk School</b>	Budget	Budget	Enrollment	
	<u>2017-2018</u>	<u>2018-2019</u>	<u>Inc./Dec.</u>	<u>FY19 %</u>
Member	131.5	120.0	-11.5	71%
Non-Member	48.0	49.0	1.0	29%
	<u>179.5</u>	<u>169.0</u>	<u>-10.5</u>	<u>100%</u>



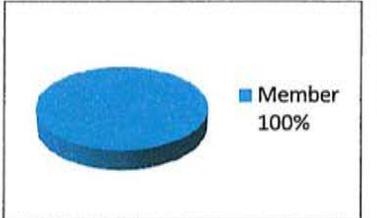


**2018-2019 BUDGET ENROLLMENT SUMMARY**  
Budget 2017-2018 to Budget 2018-2019

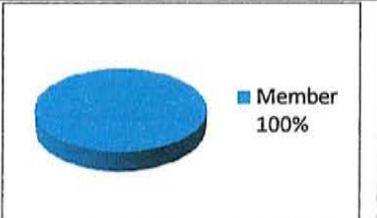
	Budget		Enrollment	
	2017-2018	2018-2019	Inc./Dec.	FY19 %
<b>D/HH-Elementary</b>				
Member	19.0	25.0	6.0	100%
	<u>19.0</u>	<u>25.0</u>	<u>6.0</u>	<u>100%</u>



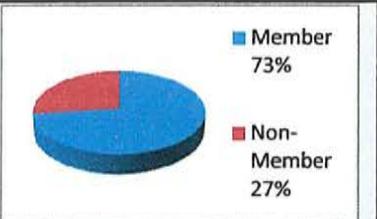
	Budget		Enrollment	
	2017-2018	2018-2019	Inc./Dec.	FY19 %
<b>D/HH-Middle</b>				
Member	5.0	6.0	1.0	100%
	<u>5.0</u>	<u>6.0</u>	<u>1.0</u>	<u>100%</u>



	Budget		Enrollment	
	2017-2018	2018-2019	Inc./Dec.	FY19 %
<b>D/HH-High School</b>				
Member	14.0	5.0	-9.0	100%
	<u>14.0</u>	<u>5.0</u>	<u>-9.0</u>	<u>100%</u>



	Budget		Enrollment	
	2017-2018	2018-2019	Inc./Dec.	FY19 %
<b>TOTAL</b>				
Member	307.8	291.0	-16.8	73%
Non-Member	83.7	106.0	22.3	27%
	<u>391.5</u>	<u>397.0</u>	<u>5.5</u>	<u>100%</u>





**2018-2019 BUDGET STAFFING SUMMARY**

Est. Actual 2017-2018 to Budget 2018-2019

<b>PROGRAM:</b>	<b>BUDGET 2017-2018 STAFF</b>	<b>EST. ACTUAL 2017-2018 STAFF</b>	<b>BUDGET 2018-2019 STAFF</b>	<b>EST. ACTUAL TO BUDGET INC./DEC.</b>
TIMBER RIDGE	50.4300	54.1800	56.0400	1.8600
MINER SCHOOL	53.1000	54.8500	55.9000	1.0500
RILEY/RTMS PROGRAM	6.0500	6.0500	5.9500	-0.1000
KIRK SCHOOL	109.8400	109.8400	106.5400	-3.3000
D/HH-ELEMENTARY	11.1800	13.2800	14.4800	1.2000
D/HH-MIDDLE	2.8400	2.8400	3.8400	1.0000
D/HH-HIGH SCHOOL	8.7300	8.7300	5.6300	-3.1000
TUITION PROGRAMS	242.1700	249.7700	248.3800	-1.3900
1:1 DIRECT BILL STAFF	91.249	108.5040	98.1000	-10.4040
DIAG. & EDUC. SRVS. CENTER	22.0660	22.2660	22.8260	0.5600
D/HH-DIAGNOSTICS	4.4500	4.4500	4.7500	0.3000
D/HH-ITINERANT	9.1500	9.1500	8.7500	-0.4000
OUTDOOR EDUCATION	5.0000	5.0000	5.0000	0.0000
OUTDOOR ED.-RESTRICTED	1.0000	1.0000	1.0000	0.0000
VOC. ADJUSTMENT COUNSELOR	4.0000	4.0000	4.0000	0.0000
NSSEO ADMINISTRATION	11.4500	12.0500	12.3500	0.3000
TECHNICAL ASSIST TO DISTRICTS	2.4520	2.4520	3.6240	1.1720
PROFESSIONAL DEVELOPMENT	4.0900	4.0900	4.2000	0.1100
CENTRAL O&M	2.3813	2.3813	2.3813	0.0000
D/HH-CENTRAL OFFICE	0.0000	0.0000	0.0000	0.0000
TECHNOLOGY / CENTRAL	9.8500	9.8500	11.4500	1.6000
GILLET CENTER O&M	2.0000	2.0000	2.0000	0.0000
KIRK O&M	4.0000	4.0000	4.3000	0.3000
KIRK CAFETERIA	2.5000	3.5000	3.5000	0.0000
TRANSPORTATION	1.4500	1.4500	1.4500	0.0000
TRANSPORTATION-IN HOUSE	1.5000	1.5000	1.5000	0.0000
OTHER PROGRAMS/SERVICES	87.3393	89.1393	93.0813	3.9420
<b>TOTALS</b>	<b>420.7583</b>	<b>447.4133</b>	<b>439.5613</b>	<b>-7.8520</b>

Updated March 16, 2018  
e/sched1819/staffsum-budget



## 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 2018-2019 budget was developed in alignment with the NSSEO Continuous Improvement Plan reflective of student and member district needs.

### NSSEO Continuous Improvement Plan-

- Main Areas of Focus
  - Instructional Practices
  - Transition Planning
  - IEP Best Practices

### NSSEO FY19 Initiatives-

- Focus on advancing instructional practices across NSSEO programs that addresses the complex academic, social-emotional and life needs of students EC-22.
- Support member districts in building capacity in behavior through coaching/PD
- Increase mental health and social/emotional support at Timber Ridge Therapeutic School and enhance school-home partnerships
- Increase ELL services in NSSEO programs to address identified needs
- Advanced focus on transition, specifically employment, parental engagement and community partnerships aligned to students' life plans
- Pursue creative funding options through expanded communication planning and partnerships
- 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

<b><u>NSSEO Tuition Based Programs</u></b>
<b>Programs:</b>
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
<b><u>NSSEO Service/Other Programs</u></b>
<b>Programs:</b>
<b>DESC Services:</b>
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 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
<b><u>NSSEO Reserves</u></b>
<b>Unemployment Reserve - No Assessment in 2018-2019</b>
Based on 50% Historical Usage ('07, '12, '17), 25% AFR Revenue, 25% Usage % in Ed Fund
<b>Retirement Reserve - No Assessment in 2018-2019</b>
Based on 50% Historical Usage ('07, '12, '17), 25% AFR Revenue, 25% Usage % in Ed Fund
<b>Building Fund</b>
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

<b>2018-2019 NSSEO Tuition Based Programs</b>		<b>2017-2018</b>		<b>2018-2019</b>	<b>INC./DEC.</b>
<b>Program</b>		<b>BUDGET</b>		<b>BUDGET</b>	<b>%</b>
Timber Ridge		38,220.57	per std	38,014.75	-0.54%
Miner School		46,285.15	per std	45,945.43	-0.73%
NSSEO Program at Riley & RTMS		54,251.89	per std	54,060.75	-0.35%
Kirk School		40,336.63	per std	41,144.99	2.00%
D/HH-Elementary		43,607.05	per std	42,852.19	-1.73%
D/HH-Middle		46,211.00	per std	42,852.19	-7.27%
D/HH-High School		53,662.86	per std	42,852.19	-20.15%
<b>2018-2019 NSSEO Service/Other Programs</b>		<b>2017-2018</b>		<b>2018-2019</b>	<b>INC./DEC.</b>
<b>Program</b>		<b>BUDGET</b>		<b>BUDGET</b>	<b>%</b>
<b>DESC:</b>					
OT/PT services to District students		115,137	per FTE	111,236	-3.39%
APE services to District students		84,578	per FTE	75,363	-10.90%
Vision services to District students		89,915	per FTE	87,941	-2.20%
Assistive Technology services to District students		84,769	per FTE	83,605	-1.37%
D/HH-Itinerant Program		24.10	per unit	22.90	-4.98%
Outdoor Education - based on % of usage in education fund		373,733	total	371,586	-0.57%
VAC - costs are split between Districts 211 & 214		70,311	per dist	66,979	-4.74%
NSSEO Administration - Offset by IDEA dollars/Admin Fee		0	total	0	0.00%
Technical Assistance to Districts		88,150.61	per FTE	89,252.49	1.25%
Professional Development - Offset by IDEA dollars		0	total	0	0.00%
Central O&M - based on % of usage in education fund		63,186	total	53,872	-14.74%
D/HH-Central Office - Offset by Admin Fee		0	total	0	0.00%
Technology/Central - based on % of usage in education fund		665,573	total	676,502	1.64%
Technology/Programs - based on % of usage in education fund		82,693	total	79,637	-3.70%
Building Fund		200,000	total	200,000	0.00%



## 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.

# NNSEO Building Fund Priority Schedule

	Priority 1 2018-2019	Priority 2 2019-2020	Priority 3 2020-2021	Priority 4 2021-2022	Priority 5 2022-2023
<b><u>Timber Ridge</u></b>					
Crack Fill, Sealcoat, Restripe Parking Lot	1,500	40,000	1,500	40,000	1,500
Tuck pointing	4,000	5,000	5,000	5,000	5,000
General Painting	10,000	2,000	2,000	2,000	2,000
Concrete Replacement/Repair	4,000	2,000	2,000	2,000	2,000
Mulch for Playground/Rubberized Play Surface	2,000	110,000	2,000	2,000	2,000
Classroom Renovations (sinks)	7,000	21,000			
Staff Lounge Upgrades		4,100			
Stage Lighting			4,000		
ITO Hallway room	4,500				
A/C-Multi Purpose Room				60,000	
Window Removal and Replacements				370,000	370,000
Building Security System		60,000			
<b><u>Administration Building</u></b>					
Crack Fill, Sealcoat, Restripe Parking Lot	150,000	1,500	10,000	1,500	10,000
Tuck pointing	4,000	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				
Roof Survey	6,450				
Window Removal and Replacements					320,000
Building Security System		32,000			
<b><u>Kirk School</u></b>					
General Painting/Drywall Repairs	4,500	3,000	3,000	3,000	3,000
Tuck Pointing	5,000	4,000	4,000	4,000	4,000
Crack Fill, Sealcoat, Restripe Parking Lot	2,000	60,000	2,000	60,000	2,000
Concrete Replacement/Repair	5,000	4,000	4,000	4,000	4,000
Parking Lot Lights	11,500	8,000			
Carpet Replacement w/ Tile	1,720				
Replacement Steamer-Kitchen	21,000				
Windows in Doors (Various Offices)	1,600				
FRP	6,000				
Therapy Pool-Pump Room Electrical Panel	5,500				
Wall/Door (Room 229)	4,500				
Window Removal and Replacements					500,000
Building Security System		86,000			

**NSSEO Building Fund Priority Schedule**

	Priority 1 2018-2019	Priority 2 2019-2020	Priority 3 2020-2021	Priority 4 2021-2022	Priority 5 2022-2023
<b><u>Sunrise Outdoor Education Center</u></b>					
Asphalt Replacement/Repair	0	2,000	0	2,000	0
Concrete	4,000	4,000	4,000	4,000	4,000
Decking Replacement	3,500	3,500	3,500	3,500	3,500
Tree Care	2,100	2,100	2,100	2,100	2,100
Siding/Staining (Main Lodge/Craft Lodge)	6,400				
Replace Doors (Main Lodge/Craft Lodge)	15,600				
Dock (5 Sections)	6,400				
Replace Exhaust Fan	3,300				
Skirting (Main Lodge)		10,000			
Tractor		30,000			
Building Security System		21,000			
Replace Misc Doors-Maint Garage	5,000				
<b><u>District Wide</u></b>					
10 Year Life Safety Survey					
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
	<u>451,570</u>	<u>572,700</u>	<u>606,600</u>	<u>622,600</u>	<u>792,600</u>

**Other Identified Needs**  
 Gym/Elevator/Addition at Timber Ridge (3.5-4 Million)  
 Admin Renovations for Prof Devel (TBD)  
 Sunrise Entrance Gate (TBD)



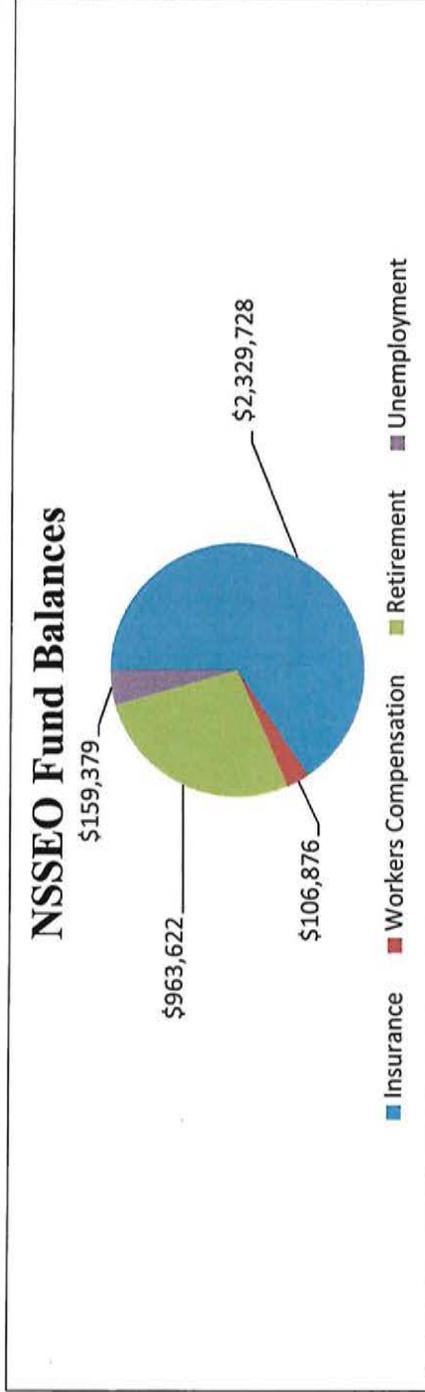
## Reserves

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.

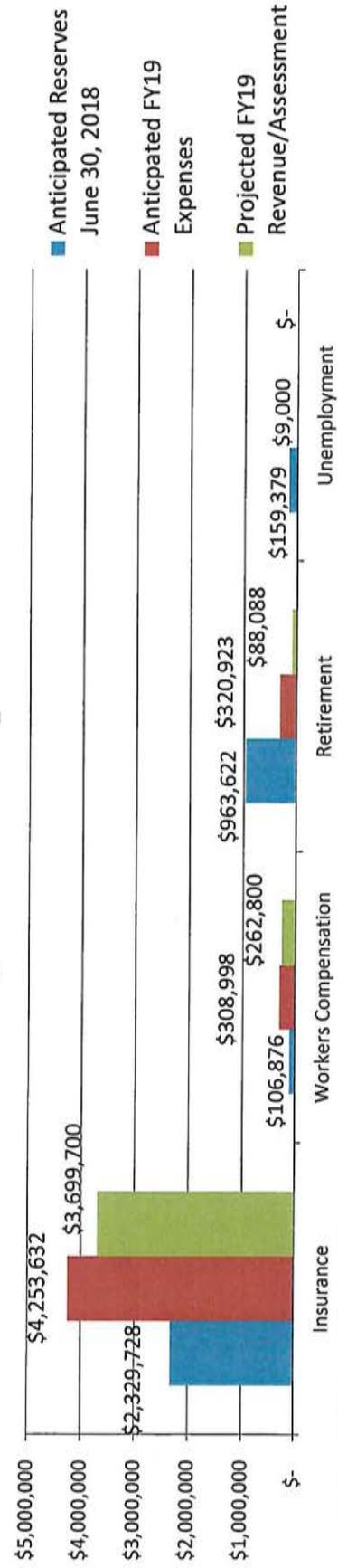
NSSEO has continually focused on spending down reserves to offset costs in the NSSEO budget. This fiscally responsible budget planning approach has resulted in conservative tuition increases and associated assessments (unemployment & retirement). It should be noted that of the reserve balances, \$1.5 million is under consideration to be used for other potential needs.

# Summary of NSSEO Reserves

	<u>Anticipated Reserves</u> <u>June 30, 2018</u>	<u>Anticipated FY19</u> <u>Expenses</u>	<u>Projected FY19</u> <u>Revenue/Assessment</u>	<u>Anticipated Reserves</u> <u>June 30, 2019</u>
Insurance	\$ 2,329,728	\$ 4,253,632	\$ 3,699,700	\$ 1,775,796
Workers Compensation	\$ 106,876	\$ 308,998	\$ 262,800	\$ 60,678
Retirement	\$ 963,622	\$ 320,923	\$ 88,088	\$ 730,787
Unemployment	\$ 159,379	\$ 9,000	\$ -	\$ 150,379
	\$ 3,559,605	\$ 4,892,553	\$ 4,050,588	\$ 2,717,640



## Comparison of FY 18 NSSEO Fund Balances and Anticipated FY19 Expenses



**District #23 NSSEO 2018-2019 Budget**

Program	Projected Usage	Cost per Student or Service	District #23 Total
<b><u>Tuition Programs:</u></b>			
Timber Ridge	5 students	38,014.75	190,074
Miner School	0 students	45,945.43	0
NSSEO Program at Riley/RTMS	0 students	54,060.75	0
Kirk School	1 student	41,144.99	41,145
D/HH-Elementary	3 students	42,852.19	128,557
D/HH-Middle	0 students	42,852.19	0
<b><u>Service/Other Programs:</u></b>			
DESC-Vision Services	.35 FTE	87,941.00	30,779
DESC-APE Services	0 FTE	75,363.00	0
D/HH-Itinerant	1,306.2 Units	22.90	29,912
Outdoor Education			7,768
Technical Asst to Dists-S/L	.08 FTE	89,252.49	7,140
Central O&M			1,126
Technology/Central			14,141
Technology/Programs			1,665
<b><u>Direct Bill Staff:</u></b>			
None		0	
Total Direct Bill Staff			0
<b><u>Education Fund Reserves:</u></b>			
Unemployment Comp.			0
Retirement Reserve			0
<b>Education Fund Totals</b>			<b>452,307</b>
<b>Building Fund</b>			<b>11,895</b>
<b>TOTAL DISTRICT #23</b>			<b>464,202</b>
<b><u>Additional District Costs:</u></b>			Estimated
<b>**DESC-Evaluations:</b>			6,000
Billing based on actual usage. Approx. \$1,200/level 1 evaluation.			
			Estimated
<b>**DESC-Contracted Evaluations</b>			6,890
			Estimated
<b>**D/HH-Diagnostics:</b>			9,375
Billing based on actual usage. Approx. \$550/level 1 evaluation. Screenings in district \$400/day.			
Please note- Evaluations include tests, observations, travel, IEP meetings, interviews, consultation with staff, comprehensive report, etc.			

Updated March 12, 2018  
e/cw/Sched1819/D23Costs

COMPARISON DISTRICT PAYMENTS	DIST. 23	DIST. 23	DIST. 23		DIST. 23	CHANGE IN STUDENTS OR SERVICES FROM ESTIMATED ACTUAL
	2017-2018 BUDGET	2017-2018 EST. ACT.	2018-2019 BUDGET	FY19 STDS	DIFF. ~ EST. ACT VS FY19	
<b>TUITION PROGRAMS:</b>						
Timber Ridge	152,882	185,714	190,074	5.0	4,360	0.1 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	0	31,261	41,145	1.0	9,884	0.2 students
D/HH-Elementary	87,214	87,214	128,557	3.0	41,343	1.0 students
D/HH-Middle	46,211	0	0	0.0	0	0.0 students
D/HH-High School						
<b>Subtotal Tuition</b>	<b>286,307</b>	<b>304,189</b>	<b>359,776</b>	<b>9.0</b>	<b>55,587</b>	<b>1.3 students</b>
<b>SERVICE/OTHER:</b>						
DESC-Educational Svcs	48,920	48,920	30,779		-18,141	-.10 APE, -.10 Vision
D/HH-Itinerant	14,219	31,263	29,912		-1,351	+9 Units
Outdoor Education	5,772	5,772	7,768		1,996	
V.A.C.					0	
NSSEO Admin.	0	0	0		0	
Tech Asst to Districts	7,052	7,052	7,140		88	
Central O&M	976	976	1,126		150	
D/HH-Central Office	0	0	0		0	
Technology/Central	10,280	10,280	14,141		3,861	
Technology/Programs	1,277	1,277	1,665		388	
<b>Subtotal Srv/Other</b>	<b>88,496</b>	<b>105,540</b>	<b>92,531</b>		<b>-13,009</b>	
<b>DIRECT BILL STAFF/SRVCS</b>						
Direct Bill Staff/Services	58,345	58,345	0		-58,345	
<b>ED FUND RESERVES:</b>						
U/C Reserve	0	0	0		0	
Retirement Reserve	0	0	0		0	
<b>Subtotal Ed Reserves</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	
<b>TOTAL:</b>						
<b>EDUCATION FUND</b>	<b>433,148</b>	<b>468,074</b>	<b>452,307</b>		<b>-15,767</b>	
<b>TOTAL:</b>						
<b>BUILDING FUND</b>	<b>11,403</b>	<b>11,403</b>	<b>11,895</b>		<b>492</b>	
<b>TOTAL</b>	<b>444,551</b>	<b>479,477</b>	<b>464,202</b>		<b>-15,275</b>	

**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	284,131	284,131	282,250
PRESCHOOL SUBGRANT	17,532	17,532	17,890



## NSSEO ENROLLMENT 2018-2019 BUDGET

<b>District 23</b>				
Program	Budget 2017-2018	Est. Actual 2017-2018	Budget 2018-2019	Diff Est. Actual to 2018-2019
Timber Ridge	4.0	4.9	5.0	0.1
Miner School	0.0	0.0	0.0	0.0
Riley/RTMS Program	0.0	0.0	0.0	0.0
Kirk School	0.0	0.8	1.0	0.2
D/HH-Elementary	2.0	2.0	3.0	1.0
D/HH-Middle	1.0	0.0	0.0	0.0
<b>Total</b>	<b>7.0</b>	<b>7.7</b>	<b>9.0</b>	<b>1.3</b>

## RESOLUTION AUTHORIZING PAYMENT OF BILLS

WHEREAS, it is often necessary or beneficial to pay bills related to the operations of the District prior to a regularly scheduled board meeting; and

WHEREAS, the Board of Education of Prospect Heights School District No. 23 (the "District"), Cook County, Illinois (hereinafter the "Board") desires to establish a process for the timely and efficient payment of bills; and

WHEREAS, the establishment of a bill paying process that enables the District to pay bills prior to regularly scheduled board meetings should also enable the Board to maintain reasonable and adequate oversight.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Prospect Heights School District No. 23, Cook County, Illinois as follows:

Section 1. The recitals set forth above are hereby incorporated as though fully set forth herein.

Section 2. The Assistant Superintendent for Finance & Operations is authorized to pay the following bills pursuant to this Resolution:

- a. Any bill less than \$10,000.00
- b. Any recurring bill including, but not limited to:
  1. Utilities
  2. Student Transportation
  3. Food Service
  4. NSSEO
  5. Private Tuition Bills
  6. Insurance(s)
  7. Legal Services
- b. Any bill over \$10,000.00 pursuant to a contractual agreement entered into by the District or resolution as approved by the Board
- c. Any bill for which a finance charge would be incurred if not paid by the posted date
- d. Any curricular or operations expenditure posted as part of the fiscal year budget for which delay would cause disruption to the educational program or District operations

Section 3. Prior to paying any bill, the Assistant Superintendent for Finance & Operations will provide the board members with a list of the bills proposed for payment not later than the Friday before payment will be issued. Any board member may remove a bill from the proposed payment list prior to 12:00 p.m. on the following Tuesday. Upon removing a bill from the proposed payment list, the board member may seek additional information from the Assistant Superintendent for Finance & Operations regarding the bill. If the board member's concerns are addressed to the board member's satisfaction, the bill may be returned to the proposed payment list and paid in accordance with the authorizations of this Resolution. Otherwise, the bill will remain unpaid until specific Board approval at the next regularly scheduled board meeting.

Section 4. Each month, the Board will designate a board member to review the bills proposed to be paid each week of his/her designated month. The designated board member may schedule a time with the Assistant Superintendent for Finance & Operations not more often than one time per week to review the bills in the District office. The designated board member shall provide specific, written confirmation of his/her approval of the bills to be paid for the week pursuant to this Resolution. Such confirmation shall be provided no later than 12:00 p.m. of the Tuesday on which bills are to be paid in accordance with this Resolution.

Section 5. The Assistant Superintendent for Finance & Operations will review all bills and payment checks prior to issuance of the payment.

Section 6. The bills paid pursuant to the authorizations of this Resolution will be presented to the Board at the next regularly scheduled board meeting after payment is made for the Board's review and formal ratification.

Section 7. This Resolution shall be in full force and effect upon adoption for Fiscal Year 2019.

Section 8. This Resolution shall be adopted annually for each Fiscal Year after review and revision, as necessary, by the Board of Education.

ADOPTED this \_\_\_\_\_ day of May 2018 upon receiving a motion from Member \_\_\_\_\_, and a second of the motion by Member \_\_\_\_\_ followed by a roll call vote recorded as follows:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

BOARD OF EDUCATION  
PROSPECT HEIGHTS SCHOOL DISTRICT NO. 23,  
Cook County, Illinois

\_\_\_\_\_  
President, Board of Education

ATTEST: \_\_\_\_\_  
Secretary, Board of Education

STATE OF ILLINOIS     )  
                                  ) SS  
COUNTY OF COOK     )

**CERTIFICATION OF RESOLUTION AND MINUTES**

I, the undersigned, do hereby certify that I am the duly qualified acting Secretary of the Board of Education of Prospect Heights School District 23, Cook County, Illinois (the "Board"), and that as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete copy of a resolution entitled:

**RESOLUTION AUTHORIZING PAYMENT OF BILLS**

as adopted by the Board at its meeting held on the \_\_\_\_ th day of May 2018.

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

IN WITNESS WHEREOF, I hereunto affix my official signature, this . \_\_\_\_day of May 2018.

\_\_\_\_\_  
Secretary, Board of Education

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 **1<sup>st</sup> day of August, 2018**,  
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 2018, **and continue until the last full student attendance day in June 2019.** 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% of revenues or \$1,460 per month for management fees and the greater of 7% of revenues 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. **ADDITIONAL 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

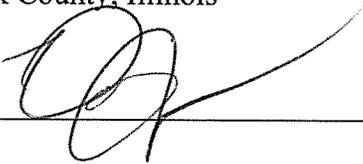
Prospect Heights School District No. 23  
700 North Schoenbeck Road  
Prospect Heights, IL 60070

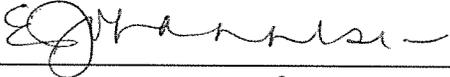
19. **SUCCESSORS.** This Agreement shall be binding upon the successors of the parties respective Boards.
20. **HEADINGS.** The Agreement heading and all paragraph headings are for quick reference and convenience only and do not alter, amend, explain or otherwise affect the terms and conditions appearing 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, 2018, pending approval.

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

By:  \_\_\_\_\_

Attest:  
 \_\_\_\_\_

Date: 4-12-18

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

By: \_\_\_\_\_

Attest:  
\_\_\_\_\_

Date: \_\_\_\_\_



**Prospect Heights School District 23  
Board Memorandum  
Action/Discussion Item**

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**Date: May 4, 2018**

**Subject: Formal payment of bills from April 17, 2018 to May 8, 2018 Pursuant to BOE  
Weekly Bill Payment Resolution Approved 4/26/2017**

**Prepared by: Micheal DeBartolo, Assistant Superintendent for Finance & Operations**

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Pursuant to the Bill Payment Resolution for FY 2018 approved April 26, 2017 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 17, 2018, through May 8, 2018.

In addition, the Board approves the salaries and benefits paid during the previous month. Attached to the Finance Report are the hourly and salaried amounts paid for the pay periods in April 2018 AND the insurance benefit payments made for April 2018.

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



Prospect Heights School District 23  
Board Memorandum  
Action/Discussion Item

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**Date:** May 4, 2018

**Subject:** Salaries and Benefits Paid April 2018

**Prepared by:** Micheal DeBartolo, Assistant Superintendent for Finance & Operations

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The Board of Education is asked to formally approve the salaries and insurance benefit amounts paid by the District for April 2018. Those amounts have been paid as follows:

**April 15, 2018 Payroll**

Hourly \$15,381.78  
Salaried \$541,197.87

***TOTAL*** \$556,579.65

**April 30, 2018 Payroll**

Hourly \$24,878.68  
Salaried \$545,049.24

***TOTAL*** \$569,927.92

**April 2018 Total Payroll Cost**

***TOTAL*** \$1,126,507.57

**April 2018 Insurance Benefits Cost**

***TOTAL*** \$245,523.30

**April 2018 Payroll and Insurance Benefits Cost**

***TOTAL*** \$1,372,030.87

## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1231

04/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Accurate Document Destruction Inc.	05314					
Check Group:						
Document Shredding @ District Office		1	180845	15619211 3/31/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$150.15
Environmental Fee		1	180845	15619211 3/31/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$28.53
Check #: 0						
PO/InvoiceTotal:						\$178.68
Vendor Total:						\$178.68
All-Ways Transportation Services, Inc.						
Check Group:						
Transportation RTrip SPED March 1,2,5,6,7,8,9,12,13,14,15,16,19,21,22,23,26/2018 - AM,RH,OH		16	0	6805 3/30/2018	40.5.0000.2900.331.01.0000 Transportation - Homeless	\$2,704.00
Transportation addtnl 1-way March 5,6,7,12,16/2018 Timber Ridge KS		5	0	6806 3/30/2018	40.5.0000.2552.331.01.0000 Spec. Education Transportation	\$445.00
Transportation RTrip SPED March 1,2,5,6,7,8,9,12,13,14,15,16,19,21,22,23,26/2018 Timber Ridge KS, WK		16	0	6806 3/30/2018	40.5.0000.2552.331.01.0000 Spec. Education Transportation	\$3,168.00
Check #: 0						
PO/InvoiceTotal:						\$6,317.00
Vendor Total:						\$6,317.00
AssetGenie, Inc						
Check Group:						
Apple iPadAir2 Repair - Shattered Glass - Asset #4258		1	0	1276906 4/2/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$79.00
Apple iPadAir2 Repair - Shattered Screen - Asset #2843		1	0	1278206 4/5/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$219.00
Apple iPadAir2 Repair - Black Lines - Asset #2535		1	0	1278207 4/5/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$219.00

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1231

04/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Apple iPadAir2 Repair - Black Lines - Asset #3608		1	0	1278207 4/5/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$219.00
					Check #: 0	
						PO/InvoiceTotal: <u>          </u> \$736.00
						Vendor Total: <u>          </u> \$736.00
Bearwald, Kristen	01164					
Check Group:						
Reimbursement - Supplies for 7th Grade Science Lab - Jewel		1	0	Reimburse04.10.1 8 4/11/2018	10.5.0000.1122.410.04.0000 Classroom Supplies - 7th	\$8.76
					Check #: 0	
						PO/InvoiceTotal: <u>          </u> \$8.76
						Vendor Total: <u>          </u> \$8.76
Boyer, Jonathan						
Check Group:						
Reimbursement - Division I Contest - Jewel		1	0	Reimburse03.21.1 8 4/9/2018	10.5.0000.1118.410.04.0000 Classroom Supplies	\$66.20
					Check #: 0	
						PO/InvoiceTotal: <u>          </u> \$66.20
						Vendor Total: <u>          </u> \$66.20
DeBartolo, Micheal A						
Check Group:						
Reimbursement - Supplies - Costco		1	0	ReimbursementC ostco 4/2/2018	10.5.0000.2321.490.01.0000 Central Office Food/Meals	\$118.63
					Check #: 0	
						PO/InvoiceTotal: <u>          </u> \$118.63
						Vendor Total: <u>          </u> \$118.63
DeFranco Plumbing						
Check Group:						

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1231

04/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
PLumbing Repairs to MAC roof drain		1	180853	23807 3/29/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$171.50
Check #: 0						
PO/InvoiceTotal:						\$171.50
Vendor Total:						\$171.50
Discovery Benefits						
Check Group:						
FSA Monthly Fees - March 2018		26	0	0000861495-IN 3/31/2018	10.5.0000.2640.319.01.0000 Professional Services	\$110.50
Check #: 0						
PO/InvoiceTotal:						\$110.50
Vendor Total:						\$110.50
Don's World of Sports						
Check Group:						
6 TShirts - Science Night - MAC		1	0	44164 3/28/2018	10.5.0000.1122.410.04.0000 Classroom Supplies - 7th	\$76.12
Check #: 0						
PO/InvoiceTotal:						\$76.12
Vendor Total:						\$76.12
Fast Signs	01114					
Check Group:						
DR. NYSTROM ROOM SIGN INSERT		1	180842	447-33589 4/4/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$10.00
DEBORAH PITTS NAMEPLATE INSERT		1	180842	447-33680 4/4/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$10.00
Check #: 0						
PO/InvoiceTotal:						\$20.00
Vendor Total:						\$20.00

Follett School Solutions, Inc

Check Group:

**Prospect Heights School District 23**

**Voucher Detail Listing**

Voucher Batch Number: 1231

04/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
35 Misc. title Bluestem/Monarch		1	180798	815064 4/4/2018	10.5.0000.2222.430.03.0000 Library Books - Elementary	\$265.00
Cataloging and Processing		1	180798	815064 4/4/2018	10.5.0000.2222.430.03.0000 Library Books - Elementary	\$20.52
					Check #: 0	
						PO/InvoiceTotal: \$285.52
						Vendor Total: \$285.52
Fox Valley Fire & Saftey Co	00315					
Check Group:						
Bi-Annual Inspection of ANSUL System		1	180840	IN00159808 3/20/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$170.75
					Check #: 0	
						PO/InvoiceTotal: \$170.75
						Vendor Total: \$170.75
Gopher Sport						
Check Group:						
Red Competitor Number Vest Set		1	180767	9432784 3/13/2018	10.5.0000.1116.410.03.0000 PE Instructional Supplies/Equipment (Ross)	\$89.95
Blue Competitor Number Vest Set		1	180767	9432784 3/13/2018	10.5.0000.1116.410.03.0000 PE Instructional Supplies/Equipment (Ross)	\$89.95
1000 Yd Range Megaphone		1	180767	9432784 3/13/2018	10.5.0000.1116.410.03.0000 PE Instructional Supplies/Equipment (Ross)	\$159.00
Non Weighted Set W-3Lb ball		2	180767	9432784 3/13/2018	10.5.0000.1116.410.03.0000 PE Instructional Supplies/Equipment (Ross)	\$218.00
Bowling Ball 4lb blule		2	180767	9432784 3/13/2018	10.5.0000.1116.410.03.0000 PE Instructional Supplies/Equipment (Ross)	\$89.90
Rainbow Set Rubber Rings		2	180767	9432784 3/13/2018	10.5.0000.1116.410.03.0000 PE Instructional Supplies/Equipment (Ross)	\$35.90
Paddle Pro Balls Rainbow Set of 12		2	180767	9432784 3/13/2018	10.5.0000.1116.410.03.0000 PE Instructional Supplies/Equipment (Ross)	\$41.90

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1231

04/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
						PO/InvoiceTotal: <u>                    </u>
						\$724.60
						Vendor Total: <u>                    </u>
						\$724.60
Hauser Izzo, LLC	00458					
Check Group:						
School Law - March 2018		1	0	21063 3/31/2018	10.5.0000.2369.318.01.0000 Legal Services	\$682.00
Check #: 0						
						PO/InvoiceTotal: <u>                    </u>
						\$682.00
						Vendor Total: <u>                    </u>
						\$682.00
Hendricks, Stacey						
Check Group:						
Reimbursement - Art Supplies - Blick Art		1	0	Reimburse03.17.1 8 4/9/2018	10.5.0000.1113.410.04.0000 Art Instructional Supplies (Mac Arthur)	\$56.64
Check #: 0						
						PO/InvoiceTotal: <u>                    </u>
						\$56.64
						Vendor Total: <u>                    </u>
						\$56.64
Illinois ASBO						
Check Group:						
Admin Academy 821 - Luke Lambatos		1	180748	AAC821 - Lambatos 4/9/2018	10.5.0000.2410.640.05.0000 Principal Dues & Fees	\$265.00
Check #: 0						
						PO/InvoiceTotal: <u>                    </u>
						\$265.00
						Vendor Total: <u>                    </u>
						\$265.00
JCB Electric Inc.	02020					
Check Group:						
Ross Kitchen - Electric modifications for new commercial freezer		1	180843	5733 3/31/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$175.00

**Prospect Heights School District 23**

**Voucher Detail Listing**

Voucher Batch Number: 1231

04/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Install new 120 VAC receptacle for Apple TV / Overhead Projector		1	180843	5733 3/31/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$185.00
					Check #: 0	
						PO/InvoiceTotal: \$360.00
						Vendor Total: \$360.00
Lakeshore Recycling System	80968					
Check Group:						
IKE - 96 GALLON RECYCLING		1	180849	0003887225 3/25/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$40.88
MAC - 10 YARD TRASH		1	180849	0003887225 3/25/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$720.51
MAC - 2 YARD RECYCLING		1	180849	0003887225 3/25/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$101.18
ROSS - 96 GALLON RECYCLING		1	180849	0003887225 3/25/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$29.64
SULL - 96 GALLON RECYCLING		1	180849	0003887225 3/25/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$32.70
					Check #: 0	
						PO/InvoiceTotal: \$924.91
Check Group:						
20 YARD ROLL OFF DUMPSTER		1	180850	0003900818 3/31/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$368.00
					Check #: 0	
						PO/InvoiceTotal: \$368.00
						Vendor Total: \$1,292.91
Leja, Maggie						
Check Group:						
Reimbursement - Science Night Prizes - Joanne/Barnes & Noble		1	0	Reimburse03.23.1 8 4/5/2018	10.5.0000.1122.410.04.0000 Classroom Supplies - 7th	\$121.01

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1231

04/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
						PO/InvoiceTotal: <u>\$121.01</u>
						Vendor Total: <u>\$121.01</u>
Michael Wagner & Sons, Inc.	00974					
Check Group:						
CREDIT MEMO - Ck#204428 dated 12/15/2017		1	0	204428x12.15.17 12/15/2017	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	(\$3.60)
Check #: 0						
						PO/InvoiceTotal: <u>(\$3.60)</u>
Check Group:						
CP Swing Spout		1	180841	1430245 2/22/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$46.68
Bradley Air VLV Repair Kit		2	180841	1433052 3/23/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$56.40
Check #: 0						
						PO/InvoiceTotal: <u>\$103.08</u>
						Vendor Total: <u>\$99.48</u>
NSSEO	02336					
Check Group:						
Transportation for AM/PM, Late & Extracurricular Routes using NSSEO Suburban for the Period August -December 2017		1	0	3817 4/4/2018	40.5.0000.4120.331.01.0000 Spec. Education Transportation	\$4,110.00
Check #: 0						
						PO/InvoiceTotal: <u>\$4,110.00</u>
						Vendor Total: <u>\$4,110.00</u>
Quinlan & Fabish Music	00867					
Check Group:						
Ghostbusters		1	180803	10417371 3/29/2018	10.5.0000.1118.410.04.0000 Classroom Supplies	\$45.00
Check #: 0						

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1231

04/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$45.00
						Vendor Total: \$45.00
Reserve Account	00750					
Check Group:						
Postage Meter Refill		1 0		44293041refill 4/10/2018	10.5.0000.2630.342.01.0000 Postage	\$2,000.00
						Check #: 0
						PO/InvoiceTotal: \$2,000.00
						Vendor Total: \$2,000.00
Richard E. Burdsall						
Check Group:						
Recital Night Accompanist on April 6, 2018		1	180839	April 6, 2018 MAC 4/6/2018	10.5.0000.1117.319.04.0000 Chorus Professional Services (Mac Arthur)	\$177.50
						Check #: 0
						PO/InvoiceTotal: \$177.50
						Vendor Total: \$177.50
Ritter, Stephanie						
Check Group:						
Reimbursement - Science Lab Supplies - Walgreens		1	0	Reimburse02.02.1 8 4/9/2018	10.5.0000.1121.410.04.0000 Classroom Supplies - 6th	\$7.99
Reimbursement - Science Showcase - Jewel/CVS		1	0	Reimburse04.01.1 8 4/9/2018	10.5.0000.1121.410.04.0000 Classroom Supplies - 6th	\$30.70
						Check #: 0
						PO/InvoiceTotal: \$38.69
						Vendor Total: \$38.69
RMM Chicago, LLC						
Check Group:						
Roof repairs to MAC Cafe Roof Drain		1	180855	119-202151-S 4/6/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$592.70

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**Prospect Heights School District 23**

**Voucher Detail Listing**

Voucher Batch Number: 1231

04/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
						PO/InvoiceTotal: \$592.70
						Vendor Total: \$592.70
Samiotakis, Vasiliki						
Check Group:						
Reimbursement - Adapted PE Equipment - Five Below		1 0		Reimburse03.30.1 8 4/5/2018	10.5.0000.2131.410.01.0000 PT Materials & Supplies	\$35.00
Check #: 0						
						PO/InvoiceTotal: \$35.00
						Vendor Total: \$35.00
Scariano Himes & Petrarca						
Check Group:						
School Law - March 2018	01221		1 0	40604 3/31/2018	10.5.0000.2369.318.01.0000 Legal Services	\$910.35
Check #: 0						
						PO/InvoiceTotal: \$910.35
						Vendor Total: \$910.35
Sound Incorporated						
Check Group:						
TCDPB2 Dual Call Button (2) , WAC13S Clock (3), USO188 8" Speaker (2), WCANAHB CLock Hangers (1)	02365		1 180844	D1329439 3/26/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$525.00
Check #: 0						
						PO/InvoiceTotal: \$525.00
						Vendor Total: \$525.00
Step Forward Therapy, Inc.						
Check Group:						
OT Treatment, Consult, Meetings & Paperwork - March 1,5,7,12,14,15,19,21,22		40.5 0		1603 4/5/2018	10.5.0000.2130.319.01.0000 Other Professional & Technical Services	\$3,645.00
Check #: 0						

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1231

04/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$3,645.00</u>
						Vendor Total: <u>\$3,645.00</u>
Walsh, Patricia C.						
Check Group:						
Reimbursement - Garden Supplies - Menards		1	0	Reimburse04.13.1 8 4/13/2018	10.5.0000.2410.410.03.0000 Principal Supplies Account	\$46.73
						Check #: 0
						PO/InvoiceTotal: <u>\$46.73</u>
						Vendor Total: <u>\$46.73</u>
Warehouse Direct 80219						
Check Group:						
M. Lopez - Classroom Supplies - ROSS		1	0	3850789-0 3/30/2018	10.5.0000.1110.410.03.0000 Classroom/Instructional Supplies (Ross)	\$19.16
						Check #: 0
						PO/InvoiceTotal: <u>\$19.16</u>
Check Group:						
Towel Dispenser , CMPCT, HFREE		2	180846	3850849-0 4/2/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$158.50
						Check #: 0
						PO/InvoiceTotal: <u>\$158.50</u>
						Vendor Total: <u>\$177.66</u>
WMA Consulting Engineers, Ltd.						
Check Group:						
Project 17153-00 Professional Services 09/20 to 11/21/2017		22	0	53006R 1/22/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$6,600.00
Project 17153-00 Professional Services 01/31 to 02/27/2018		5	0	53387 3/6/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$1,500.00
						Check #: 0

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1231

04/17/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$8,100.00
						Vendor Total: \$8,100.00
						Grand Total: \$32,264.93

End of Report

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1232

04/26/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BMO Harris MasterCard						
Check Group:						
BMO Harris MC - Dollar Tree - Samojedny, Evelyn C		1 0		705474-1804 4/5/2018	10.5.0000.1110.410.01.0000 Classroom/Instructional Supplies (District)	\$20.00
BMO Harris MC - Tony S Fresh Marke - Lynn, Samantha		1 0		705474-1804 4/5/2018	10.5.0000.1412.410.04.0000 Classroom Supplies	\$19.11
BMO Harris MC - Barnes&noble.Com-Bn - Samojedny, Evelyn C		1 0		705474-1804 4/5/2018	10.5.0000.1110.420.01.0000 Textbook Adoption	\$18.72
BMO Harris MC - Dollar Tree - Lebrecht, Kris		1 0		705474-1804 4/5/2018	10.5.0000.3500.410.01.0000 EDP Materials & Supplies	\$16.00
BMO Harris MC - Islma - Meziere, Traci		1 0		705474-1804 4/5/2018	10.5.0000.2222.410.02.0000 General Supplies	\$10.00
BMO Harris MC - Shop & Save - Des - Lelito, Jessica		1 0		705474-1804 4/5/2018	10.5.0000.1205.410.01.1200 SPED Instructional Supplies	\$7.17
BMO Harris MC - Adobe Systems, Inc. - Stavropoulos, Maria		1 0		705474-1804 4/5/2018	10.5.0000.2225.470.01.0000 Software	(\$162.46)
BMO Harris MC - Powerschool - Stavropoulos, Maria		1 0		705474-1804 4/5/2018	10.5.0000.2225.312.01.0000 Professional Development	\$2,200.00
BMO Harris MC - Dinn Bros Incinternet - Alms, Christopher		1 0		705474-1804 4/5/2018	10.5.0000.1120.410.04.0000 General Supplies	\$374.20
BMO Harris MC - Assoc Superv And Curr - Samojedny, Evelyn C		1 0		705474-1804 4/5/2018	10.5.0000.2210.312.01.0000 Professional Development	\$233.95
BMO Harris MC - Nextbigideaclub-Heleo - Meziere, Traci		1 0		705474-1804 4/5/2018	10.5.0000.2410.312.02.0000 Principal Professional Development	\$215.00
BMO Harris MC - Ctc*constantcontact.C - Stavropoulos, Maria		1 0		705474-1804 4/5/2018	10.5.0000.2310.316.01.0000 BOE Contracted Software/Websites	\$183.50
BMO Harris MC - Marianos Fresh00085019 - Meziere, Traci		1 0		705474-1804 4/5/2018	10.5.0000.2410.490.02.0000 Sullivan Principal Staff/Student Food Account	\$150.00

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1232

04/26/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BMO Harris MC - Target 00011767 - Lebrecht, Kris		1 0		705474-1804 4/5/2018	10.5.0000.3500.410.01.0000 EDP Materials & Supplies	\$120.93
BMO Harris MC - Target 00011767 - Lebrecht, Kris		1 0		705474-1804 4/5/2018	10.5.0000.3500.410.01.0000 EDP Materials & Supplies	\$119.35
BMO Harris MC - Target 00011767 - Lebrecht, Kris		1 0		705474-1804 4/5/2018	10.5.0000.3500.410.01.0000 EDP Materials & Supplies	\$102.92
BMO Harris MC - Dd/Br #336980 - Curtis, Craig		1 0		705474-1804 4/5/2018	10.5.0000.2410.490.03.0000 Ross Principal Staff/Student Food Account	\$86.38
BMO Harris MC - Paypal *illinoisch - Nystrom, Camron		1 0		705474-1804 4/5/2018	10.5.0000.1120.312.04.0000 Middle School Staff Professional Development (Mac)	\$85.00
BMO Harris MC - Walgreens #5045 - Curtis, Craig		1 0		705474-1804 4/5/2018	10.5.0000.2410.490.03.0000 Ross Principal Staff/Student Food Account	\$72.58
BMO Harris MC - Tony S Fresh Marke - Lynn, Samantha		1 0		705474-1804 4/5/2018	10.5.0000.1412.410.04.0000 Classroom Supplies	\$58.36
BMO Harris MC - Michaels Stores 1338 - Lynn, Samantha		1 0		705474-1804 4/5/2018	10.5.0000.1412.410.04.0000 Classroom Supplies	\$56.35
BMO Harris MC - Tony S Fresh Marke - Akhteebo, Megan		1 0		705474-1804 4/5/2018	10.5.0000.1205.410.01.1200 SPED Instructional Supplies	\$55.63
BMO Harris MC - Tony S Fresh Marke - Lynn, Samantha		1 0		705474-1804 4/5/2018	10.5.0000.1412.410.04.0000 Classroom Supplies	\$54.84
BMO Harris MC - Tony S Fresh Marke - Lynn, Samantha		1 0		705474-1804 4/5/2018	10.5.0000.1412.410.04.0000 Classroom Supplies	\$54.33
BMO Harris MC - Paypal *illinoisch - Nystrom, Camron		1 0		705474-1804 4/5/2018	10.5.0000.1120.640.04.0000 Dues & Fees MAC Teachers	\$50.00
BMO Harris MC - Walgreens #4146 - Lambatos, Lucas		1 0		705474-1804 4/5/2018	10.5.0000.2560.410.05.0000 D25 Food Service	\$36.00
BMO Harris MC - Walgreens #4146 - Lambatos, Lucas		1 0		705474-1804 4/5/2018	10.5.0000.2410.490.05.0000 Eisenhower Principal Staff/Student Food Account	\$36.00
BMO Harris MC - Panera Bread #601605 - Meziere, Traci		1 0		705474-1804 4/5/2018	10.5.0000.2410.490.02.0000 Sullivan Principal Staff/Student Food Account	\$35.22

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1232

04/26/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BMO Harris MC - Tony S Fresh Marke - Lynn, Samantha		1	0	705474-1804 4/5/2018	10.5.0000.1412.410.04.0000 Classroom Supplies	\$32.52
BMO Harris MC - Tony S Fresh Marke - Angelaccio, Donald		1	0	705474-1804 4/5/2018	10.5.0000.2310.490.00.0000 Board of Ed Food/Meals	\$32.34
BMO Harris MC - Tony S Fresh Marke - Lynch, Abigail		1	0	705474-1804 4/5/2018	10.5.0000.1205.410.01.1200 SPED Instructional Supplies	\$28.36
BMO Harris MC - Barnes&noble.Com-Bn - Samojedny, Evelynn C		1	0	705474-1804 4/5/2018	10.5.0000.1110.420.01.0000 Textbook Adoption	\$27.69
BMO Harris MC - North Cook Intermediat - Nystrom, Camron		1	0	705474-1804 4/5/2018	10.5.0000.2410.312.04.0000 Principal Professional Development	\$25.00
BMO Harris MC - Tony S Fresh Marke - Lynn, Samantha		1	0	705474-1804 4/5/2018	10.5.0000.1412.410.04.0000 Classroom Supplies	\$24.42

Check #: 0

PO/InvoiceTotal:	\$4,479.41
Vendor Total:	\$4,479.41
Grand Total:	\$4,479.41

End of Report

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**Prospect Heights School District 23**

**Voucher Detail Listing**

Voucher Batch Number: 1233

04/24/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Amazon.com Corporate Credit Line						
Check Group:						
Logitech Wireless Mouse M525 -		1 0		469897479745 2/15/2018	10.5.0000.2520.410.01.0000 General Supplies	\$19.99
Value Pack of 6 Boxes Stanley		1 0		683347675759 4/2/2018	10.5.0000.1110.410.01.0000 Classroom/Instructional Supplies (District)	\$14.75
				Check #: 0		
					PO/InvoiceTotal:	\$34.74
Check Group:						
TEMP Stick - Wireless Temperature Sensor		2 180711		457777963844 2/20/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$323.44
				Check #: 0		
					PO/InvoiceTotal:	\$323.44
Check Group:						
Wholesale Kids Bulk Earbuds Headphones Earphones, 6 Assorted Colors,For Schools, Libraries, Hospitals (10pack)		5 180720		468347644634 2/14/2018	10.5.0000.1120.410.04.0000 General Supplies	\$59.75
				Check #: 0		
					PO/InvoiceTotal:	\$59.75
Check Group:						
Oberon 1015-C T Bar Translucent Door Abs WAP Lock Box, 11in		1 180724		467975697853 2/21/2018	10.5.0000.2225.410.01.0000 General Supplies	\$89.99
				Check #: 0		
					PO/InvoiceTotal:	\$89.99
Check Group:						
Matilda (Paperback)		6 180728		438795637543 2/21/2018	10.5.0000.1110.410.03.0000 Classroom/Instructional Supplies (Ross)	\$57.87
				Check #: 0		
					PO/InvoiceTotal:	\$57.87
Check Group:						

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1233

04/24/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Oberon 1015-C T Bar Translucent Door Abs WAP Lock Box, 11in		1	180742	467688896384 2/27/2018	10.5.0000.2225.410.01.0000 General Supplies	\$89.99
Check #: 0						PO/InvoiceTotal: <u>                    </u>
						\$89.99
Check Group:						
BPAC supplies		1	180747	445446799877 2/28/2018	10.5.0000.3900.410.01.3305 General Supplies - Title III	\$219.13
Check #: 0						PO/InvoiceTotal: <u>                    </u>
						\$219.13
Check Group:						
Wausau Astrobrights Premium Cardstock, 8.5 X 11 Inches, Terra Green, 250 Count (21788)		2	180750	679779485888 2/28/2018	10.5.0000.1110.412.01.0000 Copier Paper	\$20.32
Check #: 0						PO/InvoiceTotal: <u>                    </u>
						\$20.32
Check Group:						
Scotch Magic Tape 6-Roll Value Count with C38 Black Dispenser, 3/4 x 1000 Inch		1	180751	468334834435 3/1/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$17.39
Scotch Desktop Tape Dispenser Silverttech, Two-Tone		1	180751	468334834435 3/1/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$5.26
CCR Scissors 8 Inch Soft Comfort-Grip Handles Sharp Blades, 12-Pack		2	180751	653587889379 3/2/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$39.98
Bullseye Office - Retro Dry Erase Eraser, Set of 3 Premium Magnetic Whiteboard Dry Erasers		1	180751	653587889379 3/2/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$9.95
Check #: 0						PO/InvoiceTotal: <u>                    </u>
						\$72.58
Check Group:						
Nuby No-Spill Sport Sipper Cup		1	180752	434899668697 3/1/2018	10.5.0000.2130.410.01.0000 Materials & Supplies - OT	\$9.54

## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1233

04/24/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Push Button Blue Lock		1	180752	434899668697 3/1/2018	10.5.0000.2130.410.01.0000 Materials & Supplies - OT	\$10.99
Colored Overlays 10-pack		1	180752	434899668697 3/1/2018	10.5.0000.2130.410.01.0000 Materials & Supplies - OT	\$13.99
Check #: 0						
PO/InvoiceTotal:						\$34.52
Check Group:						
WODER 10K Under Sink Water Filter		1	180754	474794978436 3/2/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$69.95
Check #: 0						
PO/InvoiceTotal:						\$69.95
Check Group:						
Self Adhesive Dots, Hompie 1500pcs(750 Pairs) 3/4" Diameter Sticky Back Coins Nylon Coins, Hook & Loop Dots with Waterproof Sticky Glue Coins Tapes, Perfect for School,Office, Home(White)		5	180758	994893353559 3/5/2018	10.5.0000.2159.410.01.0000 Assistive Tech Supplies	\$96.95
White Self Adhesive Sticky Hook and Loop Tape (2 Rolls) Sticky Back Tape Fabric Fastener, 3/4 Inch x 32.8 Feet		1	180758	994893353559 3/5/2018	10.5.0000.2159.410.01.0000 Assistive Tech Supplies	\$11.99
Check #: 0						
PO/InvoiceTotal:						\$108.94
Check Group:						
Safety 1st Prograde Lever Handle Lock - 1 Pack		1	180759	739954368877 3/6/2018	10.5.0000.1205.410.01.1200 SPED Instructional Supplies	\$14.77
Safety 1st OutSmart Lever Lock, White		1	180759	739954368877 3/6/2018	10.5.0000.1205.410.01.1200 SPED Instructional Supplies	\$9.05
Check #: 0						
PO/InvoiceTotal:						\$23.82
Check Group:						

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1233

04/24/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
WT-AT-8-56v120w 802.3at on Demand Gigabit PoE 8 Power over Ethernet Injector for PoE Wifi Access Points		1	180760	537338553674 3/5/2018	10.5.0000.2225.410.01.0000 General Supplies	\$149.31
Check #: 0						PO/InvoiceTotal: <u>\$149.31</u>
Check Group:						
Palatino PV-250-B Bass Bow Holder		1	180762	595897673558 3/9/2018	10.5.0000.1118.410.04.0000 Classroom Supplies	\$25.22
Palatino PV-250-B Bass Bow Holder		1	180762	833848566646 3/13/2018	10.5.0000.1118.410.04.0000 Classroom Supplies	\$25.97
Check #: 0						PO/InvoiceTotal: <u>\$51.19</u>
Check Group:						
No More Reading Instruction Without Differentiation (Not This but That) ISBN-10: 0325074356 ISBN-13: 978-0325074351		1	180763	979663376644 3/10/2018	10.5.0000.1205.410.01.0000 LBS Classroom Supplies	\$24.90
Differentiating for the Young Child: Teaching Strategies Across the Content Areas, PreK-3 2nd Edition ISBN-10: 1412975565 ISBN-13: 978-1412975568		1	180763	979663376644 3/10/2018	10.5.0000.1205.410.01.0000 LBS Classroom Supplies	\$45.30
Check #: 0						PO/InvoiceTotal: <u>\$70.20</u>
Check Group:						
Water Beads Pack (50000 beads) Rainbow Mix Jelly Water Growing Balls for Kids Tactile Sensory Toys, Vases, Plants, Wedding and Home Decoration		1	180764	465565896483 3/9/2018	10.5.0000.1205.410.01.1200 SPED Instructional Supplies	\$12.95
Check #: 0						PO/InvoiceTotal: <u>\$12.95</u>
Check Group:						
Ipevo 5-868-3-08-00 Ziggi-HD Plus High-Definition USB Document Camera		1	180765	459878333389 3/9/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$99.00

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1233

04/24/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
PO/InvoiceTotal:						\$99.00
Check Group:						
Sparkle paper towels		1	180786	469543939553 3/9/2018	10.5.0000.2134.410.01.0000 General Supplies - Nurse	\$11.73
Check #: 0						
PO/InvoiceTotal:						\$11.73
Check Group:						
Inquiry Based Learning PD Books		1	180791	545986865333 3/20/2018	10.5.0000.2210.312.01.0000 Professional Development	\$88.14
Check #: 0						
PO/InvoiceTotal:						\$88.14
Check Group:						
Neenah Astrobrights Premium Color Card Stock, 65 lb, 8.5 x 11 Inches, 250 Sheets, Re-Entry Red		1	180792	444345744343 3/20/2018	10.5.0000.2410.410.04.0000 Principal Supplies Account	\$13.49
Check #: 0						
PO/InvoiceTotal:						\$13.49
Check Group:						
Zebra CadooZles Mechanical Pencil, 0.9mm Point Size, Standard HB Lead, Assorted Woodlands Barrel Patterns, 28-Count		1	180793	876896766759 3/20/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$9.55
Check #: 0						
PO/InvoiceTotal:						\$9.55
Check Group:						
Flower Leis		1	180794	988677565374 3/20/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$15.95
Check #: 0						
PO/InvoiceTotal:						\$15.95
Check Group:						

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1233

04/24/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Screen Wipes - iPads		2	180811	558496467478 3/23/2018	10.5.0000.2225.410.01.0000 General Supplies	\$58.10
Merge Cubes - AR tech tool for kids		1	180811	558496467478 3/23/2018	10.5.0000.2225.410.01.0000 General Supplies	\$16.27
Check #: 0						
PO/InvoiceTotal:						\$74.37
Check Group:						
Epson 485Wi Replacement Bulb - Business Office		1	180825	455398668836 4/9/2018	10.5.0000.2225.410.01.0000 General Supplies	\$65.17
Check #: 0						
PO/InvoiceTotal:						\$65.17
Check Group:						
Fax Toner Cartridge for Brother IntelliFax 575 (compatible) Black (IVRPC501)		4	180826	876735967395 4/9/2018	10.5.0000.2410.410.05.0000 Principal Supplies Account	\$48.36
Check #: 0						
PO/InvoiceTotal:						\$48.36
Vendor Total:						\$1,914.45
AssetGenie, Inc						
Check Group:						
Applie iPad2 -Repair Broken LCD Screen		1	0	1279233 4/9/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$59.00
Applie iPad2 - Broken Glass		1	0	1279233 4/9/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$159.00
Check #: 0						
PO/InvoiceTotal:						\$218.00
Vendor Total:						\$218.00
AT & T						
Check Group:						

## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1233

04/24/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Monthly Phone Charges - 04/04/2018 to 05/03/2018		1	0	84787038525374 x0418 4/4/2018	10.5.0000.2630.341.01.0000  Telephone/Network	\$1,091.81
Check #: 0						
PO/InvoiceTotal:						\$1,091.81
Vendor Total:						\$1,091.81

Breakout, Inc.

Check Group:

ABC Multilock		1	180802	13815 3/28/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$12.00
4-Digit Lock		1	180802	13815 3/28/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$7.50
Color Wheels for Multilock		1	180802	13815 3/28/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$5.00
Shape Wheels for Multilock		1	180802	13815 3/28/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$5.00
Number Wheels for Multilock		1	180802	13815 3/28/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$5.00
UV Flashlight		1	180802	13815 3/28/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$7.50
Invisible Ink Pens - 5 Pack		1	180802	13815 3/28/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$10.00
Red Lens Viewer		1	180802	13815 3/28/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$5.00
Reflection Cards		1	180802	13815 3/28/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$10.00
Directional Multilock		1	180802	13815 3/28/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$12.00

Check #: 0

PO/InvoiceTotal: \$79.00

Vendor Total: \$79.00

## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1233

04/24/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
CDW Government	80437					
Check Group:						
Genovation Micropad 630 Wired Keypad		1	180818	MHG5425 4/4/2018	10.5.0000.2560.410.01.0000 D25 Food Service	\$58.43
Dell Chromebook 11 3189 - 11.6" - Celeron N3060 - 4 GB RAM - 16 GB SSD - En		1	180818	MHG5425 4/4/2018	10.5.0000.2560.410.01.0000 D25 Food Service	\$339.00
Google Chrome Management Console License		1	180818	MHN5772 4/6/2018	10.5.0000.2560.410.01.0000 D25 Food Service	\$33.78
Check #: 0						
PO/InvoiceTotal:						\$431.21
Vendor Total:						\$431.21
Citi Cards						
Check Group:						
Citi Cards - SABA AIR - Cooler @ MAC - M. DeBartolo		1	0	2744 x 04.11.18 4/11/2018	10.5.0000.2560.553.01.0000 Capital Equipment > \$1000	\$2,706.00
Citi Cards - ROSATIS - Admin Lunch - M. DeBartolo		1	0	2744 x 04.11.18 4/11/2018	10.5.0000.2321.490.01.0000 Central Office Food/Meals	\$54.70
Check #: 0						
PO/InvoiceTotal:						\$2,760.70
Vendor Total:						\$2,760.70
Computer Power Systems, LLC						
Check Group:						
Labor to Troubleshoot Paging Issues		1	0	46599 1/16/2018	20.5.0000.2544.319.01.0000 Equipment Repairs	\$1,840.00
CREDIT MEMO, Order # 36368 Labor to Troubleshoot Paging Issues		1	0	CM, 2102 4/18/2018	20.5.0000.2544.319.01.0000 Equipment Repairs	(\$1,840.00)
Check #: 0						
PO/InvoiceTotal:						\$0.00
Vendor Total:						\$0.00

## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1233

04/24/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Dick Blick	01552					
Check Group:						
Amaco No. 25 White Art Clay		3	180836	9270543 4/12/2018	10.5.0000.1113.410.04.0000 Art Instructional Supplies (Mac Arthur)	\$98.10
Ultra Fine Black Sharpies		5	180836	9270543 4/12/2018	10.5.0000.1113.410.04.0000 Art Instructional Supplies (Mac Arthur)	\$34.67
Fine Black Sharpies		1	180836	9270543 4/12/2018	10.5.0000.1113.410.04.0000 Art Instructional Supplies (Mac Arthur)	\$32.48
Check #: 0						
PO/InvoiceTotal:						\$165.25
Vendor Total:						\$165.25
Follett School Solutions, Inc						
Check Group:						
Books		1	180799	813472-0 3/22/2018	10.5.0000.2222.430.05.0000 Library Books - Elementary	\$765.81
Check #: 0						
PO/InvoiceTotal:						\$765.81
Vendor Total:						\$765.81
Hargrove, Exzavior						
Check Group:						
Reimbursement - EDP Supplies - Party City		1	0	Reimburse04.05.1 8 4/5/2018	10.5.0000.3500.410.01.0000 EDP Materials & Supplies	\$14.96
Check #: 0						
PO/InvoiceTotal:						\$14.96
Vendor Total:						\$14.96
Homer Industries						
Check Group:						
Certified Playground mulch installation		1	180870	S110851 3/30/2018	20.5.0000.2543.323.01.0000 Repair & Maintenance Services	\$5,760.00
Check #: 0						

## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1233

04/24/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$5,760.00</u>
						Vendor Total: <u>\$5,760.00</u>
Homer Tree Care, Inc.						
Check Group:						
Stump grinding @ Ross playground		1	180871	30699 3/27/2018	20.5.0000.2543.323.01.0000 Repair & Maintenance Services	\$275.00
Tree removal & stump grinding @ IKE main entrance		1	180871	30699 3/27/2018	20.5.0000.2543.323.01.0000 Repair & Maintenance Services	\$975.00
						Check #: 0
						PO/InvoiceTotal: <u>\$1,250.00</u>
						Vendor Total: <u>\$1,250.00</u>
Illinois Computing Educators						
05652						
Check Group:						
Kelly Argentine		1	180682	514356 K.Lett 1/31/2018	10.5.0000.2640.312.01.4932 Title II Prof Development	\$125.00
Cathy Weadley		1	180682	781845 1/31/2018	10.5.0000.2640.312.01.4932 Title II Prof Development	\$125.00
						Check #: 0
						PO/InvoiceTotal: <u>\$250.00</u>
						Vendor Total: <u>\$250.00</u>
Illinois Grade School Music Assoc.						
02106						
Check Group:						
2018 State Festival Band 57 students @ \$4.50 each		57	0	2018 State Fest 4/13/2018	10.5.0000.1114.640.04.0000 VIM Dues & Fees	\$256.50
2018 State Festival Chorus 45 students @ \$4.50 each		45	0	2018 State Fest 4/13/2018	10.5.0000.1117.640.04.0000 Chorus Dues & Fees (Mac Arthur)	\$202.50
2018 State Festival Orchestra 33 students @ \$4.50 each		33	0	2018 State Fest 4/13/2018	10.5.0000.1118.640.04.0000 Orchestra Dues & Fees	\$148.50
						Check #: 0

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**Prospect Heights School District 23**

**Voucher Detail Listing**

Voucher Batch Number: 1233

04/24/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$607.50</u>
						Vendor Total: <u>\$607.50</u>
MealTime The Clm Group Inc.	80432					
Check Group:						
mPower Annual Subscription - Central Management 2018-2019 School Year		1 0		32119 4/10/2018	10.5.0000.2560.316.01.0000 Contracted Software/Websites	\$349.00
mPower Annual Subscription - Eligibility Management 2018-2019 School Year		1 0		32119 4/10/2018	10.5.0000.2560.316.01.0000 Contracted Software/Websites	\$299.00
mPower Annual Subscription - Point of Sale 2018-2019 School Year		4 0		32119 4/10/2018	10.5.0000.2560.316.01.0000 Contracted Software/Websites	\$1,196.00
mPower Annual Subscription - Hosting 2018-2019 School Year		4 0		32119 4/10/2018	10.5.0000.2560.316.01.0000 Contracted Software/Websites	\$800.00
						Check #: 0
						PO/InvoiceTotal: <u>\$2,644.00</u>
						Vendor Total: <u>\$2,644.00</u>
Quinlan & Fabish Music	00867					
Check Group:						
Band Pin		22	180828	10455807 4/12/2018	10.5.0000.1114.410.02.0000 Band Supplies 4&5	\$113.30
Perfect Attendance Pin		38	180828	10455807 4/12/2018	10.5.0000.1114.410.02.0000 Band Supplies 4&5	\$182.40
						Check #: 0
						PO/InvoiceTotal: <u>\$295.70</u>
						Vendor Total: <u>\$295.70</u>
Sylvias Flowers, Inc.						
Check Group:						
Planter - G. Fialkowski		1 0		04349925 2/22/2018	10.5.0000.2640.410.01.0000 General Supplies	\$3.00

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1233

04/24/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Planter - Dish Garden - J. Wilson		1	0	04350443 3/3/2018	10.5.0000.2640.410.01.0000 General Supplies	\$42.95
					Check #: 0	
					PO/InvoiceTotal:	\$45.95
					Vendor Total:	\$45.95
The Booksource, Inc.						
Check Group:						
Mystery Science supplemental materials K-5		1	180832	733420 4/11/2018	10.5.0000.1110.420.01.0000 Textbook Adoption	\$5,530.10
					Check #: 0	
					PO/InvoiceTotal:	\$5,530.10
					Vendor Total:	\$5,530.10
Warehouse Direct	80219					
Check Group:						
J. Lelito - Classroom Supplies - Eisenhower		1	0	3866530-0 4/13/2018	10.5.0000.1110.410.05.0000 Classroom/Instructional Supplies (Eisenhower)	\$17.85
Office Supplies - Central Office		1	0	3867372-0 4/16/2018	10.5.0000.1110.410.01.0000 Classroom/Instructional Supplies (District)	\$106.76
CREDIT MEMO - Ink Cart - Defective Item - No reorder - Eisenhower		1	0	C3571174-0 4/10/2018	10.5.0000.2410.410.05.0000 Principal Supplies Account	(\$35.15)
					Check #: 0	
					PO/InvoiceTotal:	\$89.46
					Vendor Total:	\$89.46
					Grand Total:	\$23,913.90

End of Report

## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1234

04/24/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Graham C Stores Company	00413					
Check Group:						
Diesel Fuel - Payment 4 of 4		1	0	INV-106754 4/13/2018	40.5.0000.2551.464.01.0000 Gasoline	\$17,788.98
					Check #: 0	
					PO/InvoiceTotal:	\$17,788.98
					Vendor Total:	\$17,788.98
					Grand Total:	\$17,788.98

End of Report

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1244

05/01/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Anderson Pest Solutions						
Check Group:						
Monthly Pest Management Services		1	180881	4677563 4/2/2018	20.5.0000.2542.319.01.0000 Professional Services	\$213.95
Semi-Annual Sentricon Exterior Monitoring		1	180881	4685093 4/2/2018	20.5.0000.2542.319.01.0000 Professional Services	\$360.00
Check #: 0						
PO/InvoiceTotal:						\$573.95
Vendor Total:						\$573.95
AT & T						
Check Group:						
Monthly Phone Charges 4/16-5/15/2018		1	0	847R1617273039 x418 4/16/2018	10.5.0000.2630.341.01.0000 Telephone/Network	\$635.56
Check #: 0						
PO/InvoiceTotal:						\$635.56
Vendor Total:						\$635.56
City of Prospect Heights						
Check Group:						
Sanitary Sewer 1/1/18-3/31/18 (Main)		1	0	4501800x418 4/15/2018	20.5.0000.2542.370.01.0000 Water/Sanitation	\$73.50
Check #: 0						
Check Group: 2						
Crossing Guards: Gross Salary 3/2,3/16,3/30/2018		1	0	CG3-18 3/31/2018	10.5.0000.2191.319.01.0000 Crossing Guards	\$5,310.48
Crossing Guards:Employer portion of OASDI (Social Security) 3/2,3/16,3/30/2018		1	0	CG3-18 3/31/2018	10.5.0000.2191.319.01.0000 Crossing Guards	\$329.26
Crossing Guards: Employer portion of Medicare 3/2,3/16,3/30/2018		1	0	CG3-18 3/31/2018	10.5.0000.2191.319.01.0000 Crossing Guards	\$76.99

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1244

05/01/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Crossing Guards: Administrative Fee 3/2,3/16,3/30/2018		1	0	CG3-18 3/31/2018	10.5.0000.2191.319.01.0000 Crossing Guards	\$531.05
Crossing Guards:Check Fee 3/2,3/16,3/30/2018		16	0	CG3-18 3/31/2018	10.5.0000.2191.319.01.0000 Crossing Guards	\$80.00
Check #: 0						
PO/InvoiceTotal:						\$6,401.28
Vendor Total:						\$6,401.28
Edward Stauber	00103					
Check Group:						
LCN Door CLoSer Body 4111 LH		1	180877	042653 4/17/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$218.00
Check #: 0						
PO/InvoiceTotal:						\$218.00
Vendor Total:						\$218.00
Elemental Solutions, LLC						
Check Group:						
Copper Coupon & Analysis		1	180884	2606 4/10/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$150.00
Mild Steel Corrosion Coupon & Analysis		1	180884	2606 4/10/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$150.00
Cool Solutions- Closed Loop Organic Based Treatment (5 Gallons)		3	180884	2606 4/10/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$1,020.00
5 micron 200F max system filters		30	180884	2606 4/10/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$124.50
5 micron 200F max system filters 20"		30	180884	2606 4/10/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$244.50
1 Micron , 10" string wound filters		30	180884	2606 4/10/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$124.50
Check #: 0						

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1244

05/01/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$1,813.50</u>
						Vendor Total: <u>\$1,813.50</u>
First Student	00406					
Check Group:						
Transportation Boys Vball Mac to Lincoln 4/9/18		1 0		091-c-063724 4/9/2018	40.5.0000.2551.335.04.0000 Interscholastic Trips	\$151.88
Transportation Mac to Hersey 4/12/18		1 0		091-c-063778 4/12/2018	40.5.0000.2551.338.04.0000 Orchestra Trips	\$215.58
						Check #: 0
						PO/InvoiceTotal: <u>\$367.46</u>
						Vendor Total: <u>\$367.46</u>
Follett School Solutions, Inc						
Check Group:						
33 Books		1	180856	829287 4/17/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$149.40
Processing Fees for 33 Books		1	180856	829287 4/17/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$20.52
						Check #: 0
						PO/InvoiceTotal: <u>\$169.92</u>
						Vendor Total: <u>\$169.92</u>
Fox Valley Fire & Saftey Co	00315					
Check Group:						
Ross Quarterly Fire Alarm Monitoring Radio Lease		1	180878	IN00166327 4/11/2018	20.5.0000.2542.319.01.0000 Professional Services	\$99.00
Ike Quarterly Fire Alarm Monitoring Radio Lease		1	180878	IN00166328 4/11/2018	20.5.0000.2542.319.01.0000 Professional Services	\$99.00
Mac Quarterly Fire Alarm Monitoring Radio Lease		1	180878	IN00166329 4/11/2018	20.5.0000.2542.319.01.0000 Professional Services	\$99.00
Sullivan Quarterly Fire Alarm Monitoring Radio Lease		1	180878	IN00166330 4/11/2018	20.5.0000.2542.319.01.0000 Professional Services	\$99.00

**Prospect Heights School District 23**

**Voucher Detail Listing**

Voucher Batch Number: 1244

05/01/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
						PO/InvoiceTotal: <u>\$396.00</u>
						Vendor Total: <u>\$396.00</u>
Gember, Kylie R.						
Check Group:						
Piano Acc. Sullivan Orch 5-8-18		1	0	Sullorch5.5.18 5/8/2018	10.5.0000.1118.319.04.0000 Orchestra Professional Services (Mac Arthur)	\$200.00
Check #: 0						
						PO/InvoiceTotal: <u>\$200.00</u>
						Vendor Total: <u>\$200.00</u>
Menards 05060						
Check Group:						
12 SS 3/8C x 3/8C		1	180880	14321 4/9/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$4.27
Alum D2D Connect Kit		1	180880	14321 4/9/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$15.99
Heat Saver		1	180880	14321 4/9/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$5.99
Hitch Pin Clip 1/8x2-9/16		1	180880	14710 4/17/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$0.49
6-32 hex nut 18pc		1	180880	14710 4/17/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$1.59
6-32 x 2 ph fl ms ss		1	180880	14710 4/17/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$1.59
Rock Salt Ice Melt		10	180880	14710 4/17/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$69.90
Check #: 0						
						PO/InvoiceTotal: <u>\$99.82</u>
						Vendor Total: <u>\$99.82</u>
Milieu Design LLC 80225						

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1244

05/01/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Main Campus - Crab-Grass Pre-emergent		1	180848	129159 3/30/2018	20.5.0000.2543.319.01.0000 Contracted Services	\$320.00
Main Campus - Fertilizer Spring		1	180848	129159 3/30/2018	20.5.0000.2543.319.01.0000 Contracted Services	\$200.00
Main Campus - Spring Cleanup		1	180848	129159 3/30/2018	20.5.0000.2543.319.01.0000 Contracted Services	\$280.00
IKE - Crab-Grass Pre-emergent		1	180848	129160 3/30/2018	20.5.0000.2543.319.01.0000 Contracted Services	\$110.00
IKE - Fertilizer Spring		1	180848	129160 3/30/2018	20.5.0000.2543.319.01.0000 Contracted Services	\$70.00
IKE - Spring Cleanup		1	180848	129160 3/30/2018	20.5.0000.2543.319.01.0000 Contracted Services	\$210.00
Main Campus - 3/13 Salting parking & drives		1	180848	129161 3/30/2018	20.5.0000.2543.319.01.0000 Contracted Services	\$155.00
IKE- 3/13 Salting parking & drives		1	180848	129162 3/30/2018	20.5.0000.2543.319.01.0000 Contracted Services	\$155.00
Check #: 0						
PO/InvoiceTotal:						\$1,500.00
Check Group:						
MAIN CAMPUS -4/4/18 Salting Parking & Lots		1	180883	129559 4/20/2018	20.5.0000.2543.319.01.0000 Contracted Services	\$155.00
IKE - 4/4/18 Salting Parking & Lots		1	180883	129560 4/20/2018	20.5.0000.2543.319.01.0000 Contracted Services	\$155.00
MAIN CAMPUS - 4/16/18 Salting Parking & Lots		1	180883	129561 4/20/2018	20.5.0000.2543.319.01.0000 Contracted Services	\$155.00
IKE - 4/16/18 Parking & Lots		1	180883	129562 4/20/2018	20.5.0000.2543.319.01.0000 Contracted Services	\$155.00
Check #: 0						
PO/InvoiceTotal:						\$620.00

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**Prospect Heights School District 23**

**Voucher Detail Listing**

Voucher Batch Number: 1244

05/01/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$2,120.00
Northwest Electrical Supply	00695					
Check Group:						
GE F28		6	180879	17373252 4/12/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$24.00
Lithonia Switch Pod		1	180879	17373253 4/12/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$55.80
Switch Filler		1	180879	17373454 4/13/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$1.21
Check #: 0						
PO/InvoiceTotal:						\$81.01
Vendor Total:						\$81.01
Performance Chemical & Supply						
Check Group:						
SSS FOAMCLEAN LOTION CLEANSER 9DYE/FRAG FREE) 6/1000 ML		4	180851	221355 4/6/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$186.60
SSS FOAMCLEAN DISPENSER, .4 MIL OUTPUT		21	180851	221361 4/6/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$115.92
SSS HD Chemical Resistant Sprayer 1/2 gallon		3	180851	221374 4/6/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$63.63
MAC - H2ORANGE2 CONCENTRATE 117 SANITIZER/VIRICIDE, 4X1 GAL		1	180851	221374 4/6/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$156.82
Check #: 0						
PO/InvoiceTotal:						\$522.97
Vendor Total:						\$522.97
Positive Promotions						
Check Group:						
Practice Record Medals		30	180829	05996053 4/23/2018	10.5.0000.1114.410.02.0000 Band Supplies 4&5	\$42.57

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1244

05/01/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Ribbons for Medals		30	180829	05996053 4/23/2018	10.5.0000.1114.410.02.0000 Band Supplies 4&5	\$17.58
					Check #: 0	
					PO/InvoiceTotal:	\$60.15
					Vendor Total:	\$60.15
Really Good Stuff						
Check Group:						
Active Learning Center wth Baskets		1	180831	6378486 4/10/2018	10.5.0000.1110.410.03.0000 Classroom/Instructional Supplies (Ross)	\$235.19
the Surf- learning seat		3	180831	6381551 4/13/2018	10.5.0000.1110.410.03.0000 Classroom/Instructional Supplies (Ross)	\$75.00
					Check #: 0	
					PO/InvoiceTotal:	\$310.19
					Vendor Total:	\$310.19
Relief Medical Services, Inc.						
Check Group:						
Nurse Subs (Ike) 4-5-18		7	0	0010075141 4/7/2018	10.5.0000.2134.319.05.0000 Professional Services	\$412.30
Nurse Subs (Mac) 4-5-18		6.25	0	0010075141 4/7/2018	10.5.0000.2134.319.04.0000 Professional Services	\$368.13
					Check #: 0	
					PO/InvoiceTotal:	\$780.43
					Vendor Total:	\$780.43
Robbins Schwartz						
Check Group:						
School Law -March 2018-8614.17004 HVAC Defects		1	0	280569 3/31/2018	10.5.0000.2369.318.01.0000 Legal Services	\$1,300.00
					Check #: 0	
					PO/InvoiceTotal:	\$1,300.00
					Vendor Total:	\$1,300.00

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**Prospect Heights School District 23**

**Voucher Detail Listing**

Voucher Batch Number: 1244

05/01/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Rotary Club of Mt. Prospect/PH	80179					
Check Group:						
Dues for quarter ended 3/31/18-D. Angelaccio		1 0		453 4/23/2018	10.5.0000.2321.640.01.0000 Superintendent Dues & Fees	\$60.00
Foundation		1 0		453 4/23/2018	10.5.0000.2321.640.01.0000 Superintendent Dues & Fees	\$25.00
Lunches for quarter ended 3/31/18 D Angelaccio		2 0		453 4/23/2018	10.5.0000.2321.640.01.0000 Superintendent Dues & Fees	\$32.00
Check #: 0						
PO/InvoiceTotal:						\$117.00
Vendor Total:						\$117.00
Rourke Educational Media						
Check Group:						
NGSS 4th grade Spanish Kit - Nina Espinos		1	180833	027203 4/13/2018	10.5.0000.1800.410.01.0000 Classroom Supplies	\$858.60
Check #: 0						
PO/InvoiceTotal:						\$858.60
Vendor Total:						\$858.60
Sam Fleming Music, LLC						
Check Group:						
MAC Orchestra Commission "The Wise Man's Tale"		1 0		0010 4/24/2018	10.5.0000.1118.319.04.0000 Orchestra Professional Services (Mac Arthur)	\$500.00
MAC Score Prep/Parts Extraction		1 0		0010 4/24/2018	10.5.0000.1118.319.04.0000 Orchestra Professional Services (Mac Arthur)	\$25.00
Check #: 0						
PO/InvoiceTotal:						\$525.00
Vendor Total:						\$525.00
TriMark Marlinn LLC						
Check Group:						

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**Prospect Heights School District 23**

**Voucher Detail Listing**

Voucher Batch Number: 1244

05/01/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
True Manufacturing T-19F-HC Reach In Freezer		1	180756	2408458 3/28/2018	10.5.0000.2560.553.01.0000 Capital Equipment > \$1000	\$2,349.00
Check #: 0						
PO/InvoiceTotal:						\$2,349.00
Vendor Total:						\$2,349.00
Warehouse Direct	80219					
Check Group:						
L. Ellison - Office Supplies - SULLIVAN		1	0	3860835-0 4/10/2018	10.5.0000.1110.410.02.0000 Classroom/Instructional Supplies (Sullivan)	\$75.66
L. Wright - Classroom Supplies - ROSS		1	0	3866941-0 4/13/2018	10.5.0000.1110.410.03.0000 Classroom/Instructional Supplies (Ross)	\$31.11
J. Murray - Classroom Supplies - ROSS		1	0	3866946-0 4/13/2018	10.5.0000.1110.410.03.0000 Classroom/Instructional Supplies (Ross)	\$21.63
Check #: 0						
PO/InvoiceTotal:						\$128.40
Check Group:						
MAC - TOWEL,UNIVERSAL, ROLL,NATURAL		4	180847	3855762-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$77.04
MAC - LINER, CAN,43X48, 1.35MIL, 100		5	180847	3855762-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$119.10
MAC - TISSUE, TORK, 1 PLY, BATCH, WH		3	180847	3855762-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$153.84
MAC - CLOTH,16X16 BLUE MICRFIBR, 12 CT		1	180847	3855762-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
LINER, CAN, BK, 1.0,24X32,100		3	180847	3855762-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$45.18
MAC- CLOTH,16X16 PINK MICRFIBR, 12 CT		2	180847	3855762-1 4/6/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$22.50
SULL - TISSUE, TORK, 1 PLY, BATCH, WH		1	180847	3855768-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$51.28

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1244

05/01/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
SULL- CLOTH,16X16 GREEN, MICRFIBR, 12CT		1	180847	3855768-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
SULL - GLOVES, X-LRG BLU NITRILEPWDRFR		3	180847	3855768-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$17.85
SULL - CLOTH,16X16 BLUE MICRFIBR, 12 CT		1	180847	3855768-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
SULL- SOAP, FOAM, BLUE, 1 LITRE, 8 PER CT		2	180847	3855768-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$108.10
SULL - CLOTH,16X16 PINK MICRFIBR, 12 CT		1	180847	3855768-1 4/6/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
ROSS- SOAP, FOAM, BLUE, 1 LITRE, 8 PER CT		3	180847	3855772-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$162.15
ROSS - CLOTH,16X16 GREEN, MICRFIBR, 12CT		1	180847	3855772-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
ROSS - CLOTH,16X16 BLUE MICRFIBR, 12 CT		1	180847	3855772-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
MOP, XL, BLEND LOOPED WET		4	180847	3855772-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$56.56
ROSS - TOWEL,UNIVERSAL, ROLL,NATURAL		4	180847	3855772-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$77.04
ROSS - CLOTH,16X16 PINK MICRFIBR, 12 CT		1	180847	3855772-1 4/6/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
IKE - CLOTH,16X16 YELLOW MICRFIBR, 12 CT		1	180847	3855782-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
IKE - SOAP, FOAM, BLUE, 1 LITRE, 8 PER CT		2	180847	3855782-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$108.10
IKE - CLOTH,16X16 GREEN, MICRFIBR, 12CT		1	180847	3855782-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
IKE - TOWEL,UNIVERSAL, ROLL,NATURAL		2	180847	3855782-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$38.52

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1244

05/01/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
IKE - CLOTH,16X16 BLUE MICRFIBR, 12 CT		1	180847	3855782-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
IKE - LINER, CAN,43X48, 1.35MIL, 100		3	180847	3855782-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$71.46
IKE - TISSUE, TORK, 1 PLY, BATCH, WH		1	180847	3855782-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$51.28
IKE- CLOTH,16X16 PINK MICRFIBR, 12 CT		1	180847	3855782-1 4/6/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
OXIVIR TB WIPES, 12 CNT		1	180847	3855795-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$188.84
TOWEL, ROLL, 2 PLY PRFRD, WH		1	180847	3856561-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$22.95
TISSUE, FCL, FLTBX, 30/100		1	180847	3856561-0 4/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$19.10
ADMIN - SOAP, LAUNDRY, PREMIER POWDERED		1	180847	3857571-0 4/6/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$57.84
Check #: 0						
PO/InvoiceTotal:						\$1,572.48
Check Group:						
Mop, XL Blend Looped Wet		1	180882	3752570-1 1/31/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$14.14
Double Bucket System, LRG		1	180882	3856285-0 4/11/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$169.48
Jaw Clamp Handle		1	180882	3856285-0 4/11/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
Boost Auto Scrubber Squeegee Assembkly		1	180882	3862112-0 4/16/2018	20.5.0000.2544.319.01.0000 Equipment Repairs	\$317.73
Vacuum Hose Assembly		2	180882	3864456-0 4/17/2018	20.5.0000.2544.319.01.0000 Equipment Repairs	\$78.94
Vacuum Hose, Stretchable		2	180882	3864456-1 4/19/2018	20.5.0000.2544.319.01.0000 Equipment Repairs	\$68.62

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**Prospect Heights School District 23**

**Voucher Detail Listing**

Voucher Batch Number: 1244

05/01/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
						PO/InvoiceTotal: \$660.16
						Vendor Total: \$2,361.04
Windsor, Megan	80203					
Check Group:						
Reimbursement - Amazon books - M. Windsor		1	0	ReimburseAmazo n4.18 4/16/2018	10.5.0000.1120.410.04.0000 General Supplies	\$89.90
Check #: 0						
						PO/InvoiceTotal: \$89.90
						Vendor Total: \$89.90
						Grand Total: \$22,350.78

**End of Report**

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**Prospect Heights School District 23**

**Voucher Detail Listing**

Voucher Batch Number: 1245

05/01/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Constellation NewEnergy, Inc.	80148					
Check Group:						
Monthly Electricity Charges (Ike) 3/12-4/9/18		1 0		0044426123x418 4/13/2018	20.5.0000.2542.466.01.0000 Electricity	\$2,014.65
Monthly Electricity Charges (Main) 3/14-4/11/18		1 0		0044433782x418 4/14/2018	20.5.0000.2542.466.01.0000 Electricity	\$9,880.42
				Check #: 0		
					PO/InvoiceTotal:	<u>\$11,895.07</u>
					Vendor Total:	<u>\$11,895.07</u>
					Grand Total:	<u>\$11,895.07</u>

End of Report

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**Prospect Heights School District 23**

**Voucher Detail Listing**

Voucher Batch Number: 1247

05/08/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Apple Inc.						
Check Group:						
iPad Wi-Fi 32GB - Space Gray		10	180885	6733195952 4/26/2018	10.5.0000.2225.410.01.0000 General Supplies	\$2,940.00
Apple Pencil		6	180885	6733334685 4/26/2018	10.5.0000.2225.410.01.0000 General Supplies	\$534.00
				Check #: 0		
					PO/InvoiceTotal:	\$3,474.00
					Vendor Total:	\$3,474.00
AT & T Long Distance	01256					
Check Group:						
Monthly Long Distance Charges		1	0	834687562x04.13 .18 4/13/2018	10.5.0000.2630.341.01.0000 Telephone/Network	\$113.58
				Check #: 0		
					PO/InvoiceTotal:	\$113.58
					Vendor Total:	\$113.58
AT & T Mobility	71927					
Check Group:						
Monthly Mobile Phone Charges - 03/20/2018 thru 04/19/2018		1	0	827020302x0427 2018 4/19/2018	10.5.0000.2630.341.01.0000 Telephone/Network	\$120.14
				Check #: 0		
					PO/InvoiceTotal:	\$120.14
					Vendor Total:	\$120.14
Banas, Amy						
Check Group:						
April 2018 Mileage Reimbursement		20	0	Mileage04.2018 4/30/2018	10.5.0000.2225.332.01.0000 Travel Expense	\$10.90
				Check #: 0		
					PO/InvoiceTotal:	\$10.90

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**Prospect Heights School District 23**

**Voucher Detail Listing**

Voucher Batch Number: 1247

05/08/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$10.90
Businesssolver, Inc.						
Check Group:						
ACA Fulfillment - 1095C EE Statement		211 0		0045123 3/21/2018	10.5.0000.2520.319.01.0000 Professional Services	\$316.50
ACA Postage - 1095C EE Statement		211 0		0045123 3/21/2018	10.5.0000.2630.342.01.0000 Postage	\$105.50
Check #: 0						
PO/InvoiceTotal:						\$422.00
Vendor Total:						\$422.00
First Student	00406					
Check Group:						
Transportation - MacArthur VBall to South 04/17/2018		1 0		091-C-063859 4/17/2018	40.5.0000.2551.335.04.0000 Interscholastic Trips	\$151.88
Check #: 0						
PO/InvoiceTotal:						\$151.88
Vendor Total:						\$151.88
ISTE						
Check Group:						
Registration Fees: D. Angelaccio, K.Argentine, C.Curtis, K.Funk, K.Ganek, D.Gardiner, I.Hauschild, M.Kevil, T.Mezier,C.Nystrom, G.Rollefson, K.Strachn, j.Teramoto		1 180834		768517 4/30/2018	10.5.0000.2640.312.01.4932 Title II Prof Development	\$6,535.00
Check #: 0						
PO/InvoiceTotal:						\$6,535.00
Vendor Total:						\$6,535.00
Kwiecinski, Rick						
Check Group:						
MAC Boys VBall Referee - 05/01/2018		1 0		MAC.VBall.05.01. 2018 5/1/2018	10.5.0000.1503.319.04.0000 Professional Services	\$70.00

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1247

05/08/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
						PO/InvoiceTotal: <u>          </u>
						\$70.00
						Vendor Total: <u>          </u>
						\$70.00
Lewis Paper International, Inc						
Check Group:						
White Copy Paper - MacArthur		40 0		161961 4/25/2018	10.5.0000.1110.412.01.0000 Copier Paper	\$1,040.00
White Copy Paper - Sullivan		40 0		161963 4/25/2018	10.5.0000.1110.412.01.0000 Copier Paper	\$1,040.00
Check #: 0						
						PO/InvoiceTotal: <u>          </u>
						\$2,080.00
						Vendor Total: <u>          </u>
						\$2,080.00
McDaniel, Jimmy						
Check Group:						
MacArthur Boys VBall Referee 04/24/2018		1 0		MAC.VBall.04.24. 2018 4/25/2018	10.5.0000.1503.319.04.0000 Professional Services	\$70.00
Check #: 0						
						PO/InvoiceTotal: <u>          </u>
						\$70.00
						Vendor Total: <u>          </u>
						\$70.00
Nicor Gas						
Check Group:						
Monthly Gas Charges - 03/22/2018 to 04/24/2018 - Main		1 0		23055400008x04. 24.18 4/24/2018	20.5.0000.2542.465.01.0000 Natural Gas	\$122.60
Monthly Estimated Gas Charges - 03/23/2018 to 04/24/2018 - Sullivan		1 0		52741700000x04. 25.18 4/25/2018	20.5.0000.2542.465.01.0000 Natural Gas	\$449.30
Monthly Estimated Gas Charges - 03/23/2018 to 04/24/2018 - MacArthur		1 0		62741700009x04. 25.18 4/25/2018	20.5.0000.2542.465.01.0000 Natural Gas	\$178.98

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1247

05/08/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Monthly Gas Charges - 03/22/2018 to 04/24/2018 - Ross		1	0	7274170000x04.2 4.18 4/24/2018	20.5.0000.2542.465.01.0000  Natural Gas	\$122.08
					Check #: 0	
						PO/InvoiceTotal: <u>\$872.96</u>
						Vendor Total: <u>\$872.96</u>
Processing Point, Inc.						
Check Group:						
3 Month Service for uAttend Software		1	180904	EST000718 4/27/2018	20.5.0000.2542.316.01.0000 Contracted Software/Websites	\$166.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$166.00</u>
						Vendor Total: <u>\$166.00</u>
Really Good Stuff						
Check Group:						
colorations dry erase markers bullet tip		1	180830	6381169 4/13/2018	10.5.0000.1110.410.03.0000 Classroom/Instructional Supplies (Ross)	\$43.25
magnetic fraction number line		1	180830	6381169 4/13/2018	10.5.0000.1110.410.03.0000 Classroom/Instructional Supplies (Ross)	\$28.40
scotch chalkboard tape white 2 pack		1	180830	6381169 4/13/2018	10.5.0000.1110.410.03.0000 Classroom/Instructional Supplies (Ross)	\$18.40
					Check #: 0	
						PO/InvoiceTotal: <u>\$90.05</u>
						Vendor Total: <u>\$90.05</u>
Relief Medical Services, Inc.						
Check Group:						
Sub RN- ROSS 04/13/2018		5	0	0010075180 4/14/2018	10.5.0000.2134.319.03.0000 Professional Services	\$294.50
Sub RN - MAC 04/13/2018		6.5	0	0010075180 4/14/2018	10.5.0000.2134.319.04.0000 Professional Services	\$382.85
					Check #: 0	

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## Prospect Heights School District 23

### Voucher Detail Listing

Voucher Batch Number: 1247

05/08/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>          </u>
						\$677.35
						Vendor Total: <u>          </u>
						\$677.35
SuperFleet MasterCard Program						
Check Group:						
Monthly Gasoline Charges - District Vehicles		1	0	FB235x04.26.201 8 4/26/2018	20.5.0000.2545.464.01.0000 Gasoline - District Vehicles	\$254.21
REBATE Monthly Gasoline Charges - District Vehicles		1	0	FB235x04.26.201 8 4/26/2018	20.5.0000.2545.464.01.0000 Gasoline - District Vehicles	(\$5.59)
						Check #: 0
						PO/InvoiceTotal: <u>          </u>
						\$248.62
						Vendor Total: <u>          </u>
						\$248.62
Warehouse Direct	80219					
Check Group:						
Supplies - Admin		1	0	3868296-0 4/16/2018	10.5.0000.1110.410.01.0000 Classroom/Instructional Supplies (District)	\$6.79
						Check #: 0
						PO/InvoiceTotal: <u>          </u>
						\$6.79
						Vendor Total: <u>          </u>
						\$6.79
WOW Business	81068					
Check Group:						
Monthly Charges - May 2018 - MAIN		1	0	014047166x05.01 .2018 5/1/2018	10.5.0000.2630.341.01.0000 Telephone/Network	\$3,673.00
						Check #: 0
						PO/InvoiceTotal: <u>          </u>
						\$3,673.00
						Vendor Total: <u>          </u>
						\$3,673.00
						Grand Total: <u>          </u>
						\$18,782.27

End of Report

**Prospect Heights School District 23**

**Voucher Detail Listing**

Voucher Batch Number: 1248

05/08/2018

Fiscal Year: 2017-2018

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Home Depot	00063					
Check Group:						
Credit Memo taken in ERROR - No Credit was Due: Refer to ck#204934 & ck#204677		1 0		3592248.RevCM 2/14/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$10.94
Quick Connect Supplies - C. Schmidt - 04/24/2018		1 0		4591079 4/24/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$28.86
Toggle Switch & Casters - C. Schmidt - 04/03/2018		1 0		5083129 4/3/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$43.49
Braid Line & Conn Union - C. Schmidt - 04/03/2018		1 0		9631205 4/9/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.66

Check #: 0

PO/InvoiceTotal:	<u>\$94.95</u>
Vendor Total:	<u>\$94.95</u>
Grand Total:	<u>\$94.95</u>

**End of Report**

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

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**Date:** May 9, 2018

**Title:** Extended School Year Program - Summer 2018

**Contact:** Chrys Sroka

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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 building 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 or the continued development of emerging skills, not for the acquisition 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. 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 have been asked to indicate their acceptance or declination of services by Friday, May 11th. As of the writing of this memo, we do not yet have final projections for the number of students who will participate in this year's program however enrollment will most likely increase. All projected costs for salary and supplies have been included in the 2017-18 budget and proposed 2018-19 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 Tuesday, June 12 through Thursday, July 12, 2018. The staff will have a professional development day on Monday, June 11, 2018.



Prospect Heights School District 23

ACTION ITEM

**May 9, 2018**

**Subject:** Resolution Authorizing the Honorable Dismissal of Educational Support Personnel Due to Reduction in Force

**PROPOSED ACTION BY THE BOARD OF EDUCATION**

Motion to approve the attached resolution authorizing the honorable dismissal of educational support personnel due to reduction in force.

**BACKGROUND**

Illinois School Code requires that educational support personnel be notified 30 calendar days before the end of the school year if they are to be honorably dismissed for the following school year. Educational support personnel are honorably dismissed when there is an anticipated decrease in number of sections needed or particular type of educational support personnel service.

**Recommended for approval by the Board of Education**

Don Angelaccio, Ed.D.  
Superintendent

**RESOLUTION AUTHORIZING THE  
HONORABLE DISMISSAL OF  
EDUCATIONAL SUPPORT PERSONNEL**

WHEREAS, the Board of Education has received reports and recommendations from the Superintendent and members of the administrative staff concerning the number of educational support personnel needed to be employed for the next school term;

WHEREAS, the Board of Education is required to notify educational support personnel of honorable dismissal at least thirty days before the close of the school term due to the Board's decision to decrease the number of educational support personnel employed by the Board or to discontinue some particular types of educational support service;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Prospect Heights School District 23, Cook County, Illinois, as follows:

1. The educational support personnel named in Exhibit 1 shall be honorably dismissed effective at the close of the 2017-2018 school term. The notice of such action shall be substantially in the form of the attached Exhibit 2.

2. The Superintendent shall deliver by personal service the notices of honorable dismissal and a copy shall also be sent by regular mail. If personal service cannot be made, the notices shall be sent by certified mail, return receipt requested.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2018, by a roll call vote as follows:

YES: \_\_\_\_\_

NO: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
President, Board of Education

Attest:

\_\_\_\_\_  
Secretary, Board of Education

**EXHIBIT 1**

**EDUCATIONAL SUPPORT PERSONNEL  
HONORABLY DISMISSED  
AT THE CLOSE OF THE 2017-2018 SCHOOL TERM**

<b>NA</b>	<b>POSITION</b>	<b>SCHOOL</b>
Donna Ruth	Library/Building Assistant	MacArthur

**EXHIBIT 2**

**NOTICE OF HONORABLE DISMISSAL**

Date

Name  
Address

Dear \_\_\_\_\_:

We regret to inform you that the Board of Education has determined to decrease the number of educational support personnel employed in the School District and/or to discontinue some particular types of educational support personnel service. Therefore, you are hereby honorably dismissed as an educational support personnel and employee in the School District effective at the close of the 2017-2018 school term.

Very truly yours,

Board of Education  
Prospect Heights District 23  
Cook County, Illinois

By: \_\_\_\_\_  
Board President

Attest:

\_\_\_\_\_  
Secretary

cc: Personnel File



**Prospect Heights School District 23  
Board Memorandum  
Information Item**

**Date: May 9, 2018**

**Subject: Title Amendment Information**

**Prepared by: Christie Samojedny, Ed.D., Assistant Superintendent**

In Fall 2017, District 23 was allocated \$151,340 in Title 1 dollars and \$34,353 in Title 2 dollars. Administrators collaborated to create an expenditure plan that would enhance the educational experience for our at-risk students. Recently, ISBE released the final allocation of \$22,263 (Title 1) and \$130 (Title 2) to our district. Again, after collaboration, revised expenditures were identified. An amendment to our grants was filed to expend funds in accordance with our program needs and goals. A summary of these expenditures is provided in the table below.

<b>Title 1 Expenditure Descriptions</b>	<b>Initial Funds</b>	<b>Revised Funds (+/-)</b>	<b>Total Funds</b>
7 part time tutors for small group instruction (Eisenhower, Ross, Sullivan)	\$71,105	0	\$71,105
6 tutors to provide support in online reading/math program after school and during the summer	\$9,660	0	\$9,660
TRS contribution for after school/summer tutors	\$976	0	\$976
Math/Reading Intervention Software (EdMentum)	\$55,640	-\$29,278	\$26,362
Reading Intervention materials (Initially Sullivan, added Ross and Eisenhower)	\$4,000	\$16,000	\$20,000
Leveled book libraries/lending libraries (Eisenhower, Ross, Sullivan)	\$0	\$8,541	\$8,541
30 Macbooks and computer cart (Sullivan)	\$0	\$27,609	\$27,609
Part-time Title 1 consultant	\$9,609	-\$609	\$9,000
Homeless supplies, non-instructional	\$350	0	\$350
	\$151,340	\$22,263	\$173,603
<b>Title 2 Expenditure Descriptions</b>	<b>Initial Funds</b>	<b>Revised Funds</b>	<b>Total Funds</b>
Tuition reimbursement for teachers and administrators	\$15,000	\$5,000	\$20,000
Professional Development (cohort topics)	\$19,353	-\$4,870	\$14,483
	\$34,353	\$130	\$34,483



**Prospect Heights School District 23  
Board Memorandum  
Action Item**

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**Date: May 9, 2018**

**Subject: Title 1 Programming Change for FY18-19**

**Prepared by: Christie Samojedny, Ed.D., Assistant Superintendent**

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**Background:**

Under the Every Student Succeeds Act (ESSA), Title 1 provides funding for the purpose of providing all children significant opportunity to receive a fair, equitable, and high-quality education, and to close educational achievement gaps.

Prospect Heights SD 23 schools have operated as **Targeted Assistance**, meaning that targeted students, those deemed as being in the greatest need of services, are the only students eligible for programming funded through Title 1 Part A dollars. These students are selected using multiple, educationally related criteria (i.e. MAP scores, FastBridge scores, teacher recommendation). All programming and costs must be supplemental in nature.

**Programming Change Proposal:**

Each of our schools currently qualify to submit a waiver for **School Wide Programming**, as our student poverty population falls within the 21st to 40th percentile, as required by law. School wide programming allows for greater flexibility in use of Title 1 Part A funds. Additionally, funding and programming can benefit all students. Examples of programming include family engagement activities, school climate interventions such as bullying programs or positive behavior supports, increased learning time through extended day or extended year, professional development for staff, materials and support systems to improve academic achievement, and more. All expenditures must be reasonable and necessary and must be supplementary in nature. No part of the program must supplant what the district is required to offer as part of its educational programming.

Each school in D23 must submit a School-Wide waiver to ISBE for approval. The waivers express the educational need to move to School-Wide programming and the anticipated changes in programming that would provide a greater level of support to students if the waiver were granted. As of this date, our waivers have been submitted for approval with our principal consultant. The School-Wide waivers are attached for your convenience.

The next step in this process is to review our 2017-2018 Title 1 District Plan and to determine if any changes are necessary prior to submission of the 2018-2019 plan. Those edits are indeed necessary, and have been made, primarily in Part 3, to reflect our anticipated move to School-Wide programming.

Finally, each school must develop a School-Wide plan which is submitted to the Board of Education for approval, and then maintained locally. It is anticipated that our four School-Wide plans will align with the new Strategic Plan currently in development. The plans must include a comprehensive needs assessment and then must use that data to write a reform plan that will address the needs of the school. This will provide a clearly articulated school improvement plan that promotes accountability for all staff within the school and will nicely complement the work begun by the District Improvement Team, of which there are school teams as members. This work will be done in May and presented to the Board at the June 13, 2018 meeting.

**Recommendation:**

It is recommended that the 2018-2019 Title 1 District Plan be approved by the Board of Education as presented.

Should you have any questions, please do not hesitate to contact me.

**eGrant Management System**

**Printed Copy of Application**

Applicant: PROSPECT HEIGHTS SD 23

Application: Title I District Plan - 00

Cycle: Original Application

Sponsor/District: PROSPECT HEIGHTS SD 23

Date Generated: 5/2/2018 2:00:44 PM

Generated By: samojedc

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## Overview

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<b>PROGRAM:</b>	Every Student Succeeds Act (ESSA) - District Title I Plan
<b>PURPOSE:</b>	The District Title I Plan shall be developed with timely and meaningful consultation with teachers, principals, other school leaders, paraprofessionals, specialized instructional support personnel, charter school leaders, administrators, other appropriate school personnel, and with parents of children in schools served under this part, and as appropriate, is coordinated with other programs under this Act, the Individuals with Disabilities Education Act (20 U.S.C. 1400 et seq.), the Rehabilitation Act of 1973 (20 U.S.C. 701 et seq.), the Carl D. Perkins Career and Technical Education Act of 2006 (20 U.S.C.2301 et seq., the Workforce Innovation and Opportunity Act (29 U.S.C. 3103 et seq.), the Head Start Act (42 U.S.C. 9831 et seq.), the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11301 et seq.), the Adult Education and Family Literacy Act (29 U.S.C. 3271 et seq.), and other Acts as appropriate.
<b>LEGISLATION:</b>	<a href="#">Every Student Succeeds Act (ESSA)</a> <a href="#">Individuals with Disabilities Education Act</a> <a href="#">Rehabilitation Act</a> <a href="#">Carl D. Perkins Career and Technical Education Act</a> <a href="#">Workforce Innovation and Opportunity Act</a> <a href="#">Head Start Act</a> <a href="#">McKinney-Vento Homeless Assistance Act</a> <a href="#">Adult Education and Family Literacy Act</a>
<b>DUE DATE:</b>	As soon as possible, but no later than June 30 if a July 1 start date is required with the understanding that approval of the Title I District Plan is required for the approval of the Title I Application.
<b>DURATION:</b>	The District Title I Plan shall be submitted for the first year for which ESSA is enacted and shall remain in effect for the duration of participation.
<b>AMENDMENTS:</b>	Each Local Education Agency (LEA) shall periodically review and, as necessary, revise the plan. These amendments may necessitate amendment of the Title I Application.
<b>INSTRUCTIONS:</b>	Instructions in PDF format

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**District Information**

See the Overview page for instructions

**Contact Person**

Last Name*	First Name*	Middle Initial	Personal Title *
<input type="text" value="Samojedny"/>	<input type="text" value="Christie"/>	<input type="text"/>	<input type="text" value="Dr."/> ▾
Position Title*			
<input type="text" value="Assistant Superintendent"/>			
Address 1*			
<input type="text" value="700 N. Schoenbeck Road"/>			
Address 2			
<input type="text"/>			
City*	State*	Zip +4 *	
<input type="text" value="Prospect Heights"/>	<input type="text" value="IL"/>	<input type="text" value="60070"/>	<input type="text" value="1299"/>
Phone*	Extension	Fax	
<input type="text" value="847"/> <input type="text" value="870"/> <input type="text" value="5551"/>	<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	
Summer Phone*	Extension	Email*	
<input type="text" value="847"/> <input type="text" value="870"/> <input type="text" value="5551"/>	<input type="text"/>	<input type="text" value="csamojedny@d23.org"/>	

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Use this text area for any needed explanations to ISBE in regard to this program.

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\*Required field

## Amendments

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Select the radio button that defines your plan submission. If this is an Amended Plan, a brief description of the changes is required.

**Indicate whether this is an original plan or an amendment. \***

- Original Plan (Applicant is submitting plan without changes from prior year)       Amending Previously Approved Plan (Applicant is submitting plan with revisions from prior year)

### Plan Changes

Provide a brief description of the changes which have been made with this amendment.

([count] of 5000 maximum characters used)

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\*Required field

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An LEA must develop the Title I Plan with timely and meaningful consultation with the stakeholders identified below. [ESEA section 1112\(a\)\(1\)\(A\)](#)

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Such stakeholders must include, but are not limited to, the following:

- teachers,
- principals,
- other school leaders,
- paraprofessionals,
- specialized instructional support personnel,
- charter school leaders (in a local educational agency that has charter schools),
- administrators (including administrators of programs described in other parts of this title),
- other appropriate school personnel, and
- parents of children in schools served under this part

The box below reflects the response from the last approved FY18 Consultation response. It reflects the previous articulation of how the LEA consulted with the stakeholders identified above in the development of this plan. It also includes a list of meeting dates and how stakeholders' input impacted the final plan submission, as well as, references to particular meetings and how the stakeholders' input impacted the final plan submission. Note that documentation of stakeholder engagement may be requested at a later date. Please keep sign-in sheets, agendas, and other documentation on file. \*

**In the box below, articulate how the LEA consulted with the stakeholders identified above in the development of this plan. Include a list of meeting dates and how stakeholders' input impacted the final plan submission, as well as, references to particular meetings and how the stakeholders' input impacted the final plan submission. Note that documentation of stakeholder engagement may be requested at a later date. Please keep sign-in sheets, agendas, and other documentation on file. \***

Re-display of the approved response from the FY18 Title I District Plan.

Stakeholders were invited to a meeting on Tuesday, May 30, 2017 at the Prospect Heights School District 23 administrative offices. An agenda was posted and shared that included the following items: Overview of the "Child Find Process", "At-Risk" identification process, "EL" identification process Overview of Title I, Title III and IDEA Grant process Identification and allocation of proportionate share Opportunities for collaboration and assessment of need for services Resolution of disagreements Review of Title I Compact, Proposed Services, Targeted Funding and Title I Plan
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Review the information from your FY18 Plan displayed above. Copy the text into the text area below. Make necessary changes and save the page. DO NOT use special characters, 'see above', or n/a as this will delay the approval of your plan.

([count] of 1500 maximum characters used)

Stakeholders were invited to a meeting on Tuesday, May 22, 2018 at the Prospect Heights School District 23 administrative offices. An agenda was posted and shared that included the following items: Overview of the "Child Find Process", "At-Risk" identification process, "EL" identification process Overview of Title I, Title III and IDEA Grant process Identification and allocation of proportionate share Opportunities for collaboration and assessment of need for services Resolution of disagreements Review of Title I Compact, Proposed Services, Targeted Funding and Title I Plan
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\*Required field

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To ensure that all children receive a high-quality education, and to close the achievement gap between children meeting the challenging State academic standards and those children who are not meeting such standards, each district plan shall complete the following sections:

**1. Please describe the measures the district will take to monitor student progress in meeting the challenging State academic standards in the corresponding text boxes:**

**(A) Please describe the well-rounded instructional program to meet the academic needs of all students and how the district will develop and implement this program.\***

Re-display of the approved response from the FY18 Title I District Plan.

District 23's well-rounded program of instruction for students in grades K-8 includes: Reading, Language Arts, Writing, Spelling, Handwriting, Mathematics, Science, Social Studies, Health Physical Education, Art, and Music. Additionally, in grades 6-8, students participate in the following courses: Applied Technology, Family and Consumer Science, and Spanish. Students in grade 4-8 may also participate in our vocal and instrumental music courses: Chorus, Band and Orchestra. Further, students are instructed in Social and Emotional Learning experiences through our school-wide positive behavioral expectations lessons and reteaching. A wide range of interscholastic and intramural clubs and activities also provides exposure to experiences that nurture a students' well rounded development. Our Board policy 6:10 and 6:15 (Educational Philosophy and Objectives) outlines our approach to establishing and monitoring our program of instruction. The District's educational program will seek to provide an opportunity for each student to develop to his or her maximum potential. The objectives for the educational program are to: 1. Foster students' self-discovery, self-awareness, and self-discipline. 2. Develop students' awareness of and appreciation for cultural diversity. 3. Stimulate students' intellectual curiosity and growth. 4. Provide students with fundamental career concepts and skills. 5. Help students develop sensitivity to the needs and values of others and a respect for individual and group differences. 6. Help each student strive for excellence and instill a desire to reach the limit of his or her potential. 7. Encourage students to become life long learners. 8. Provide an educational climate and culture free of bias concerning the protected classifications identified in policy 7:10, Equal Educational Opportunities. In order for the Board to monitor whether the educational program is attaining these objectives and to be knowledgeable of current and future resource needs, the Superintendent shall prepare an annual report that includes: 1. A review and evaluation of the present curriculum. 2. A projection of curriculum and resource needs. 3. An evaluation of, and plan to eliminate, any bias in the curriculum or instructional materials and methods concerning the classifications referred to in item 8, above. 4. Any plan for new or revised instructional program implementation. 5. A review of present and future facility needs. 6:15 School Accountability According to the Illinois General Assembly, the primary purpose of schooling is the transmission of knowledge and culture through which students learn in areas necessary to their continuing development and entry into the world of work. To fulfill that purpose, the Illinois State Board of Education prepared State Goals for Learning with accompanying Illinois Learning Standards. The Board of Education gives priority in the allocation of resources, including funds, time, personnel, and facilities, to fulfilling this purpose. Quality Assurance The Board continuously monitors student achievement and the quality of the District's work. The Superintendent shall supervise the following quality assurance components, in accordance with State law and Illinois State Board of Education (ISBE) rules, and continuously keep the Board informed: 1. Prepare each school's annual recognition application and quality assurance appraisal, whether internal or external, to assess each school's continuous school improvement. 2. Continuously assess the District's and each school's overall performance in terms of both academic success and equity. This includes, without limitation, a thorough analysis of ISBE's balanced accountability measure and each school's Multiple Measure Index and corresponding Annual Measurable Objective provided by ISBE. 3. If applicable, develop District and School Improvement Plans, present them for Board approval, and supervise their implementation. 4. Prepare a school report card, present it at a regular Board meeting, and disseminate it as provided in State law. 5. In accordance with Sec. 2-3.153 of the School Code, administer at least biennially a survey of learning conditions on the instructional environment within the school to, at minimum, students in grades 6 through 12 and teachers.

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**(B) What measures does the district take to use and create the identification criteria for students at risk of failure? Please list.\***

Re-display of the approved response from the FY18 Title I District Plan.

District 23 Staff use Response to Intervention (RTI) to identify students at risk for failure. RTI integrates assessment and intervention within a multi-level prevention system to maximize student academic and behavioral growth while minimizing removal from the standard program of instruction. School personnel use data to identify students at risk for poor learning outcomes, monitor student progress, and provide scientific, evidence-based interventions and strategies, adjusting the intensity and nature of those interventions and strategies based upon a students' responsiveness. All students are screened using curriculum based measures. Fastbridge curriculum based measurements are general outcome measures (GOM) and are valid indicators of general basic skills in reading, math, and writing. Fastbridge is a scientifically based, formative assessment system that informs the teaching and learning process by providing continuous student performance data. Monitoring of student progress enables evidence based evaluation and data driven instruction, related to identification and accountability for Response to Intervention (RTI) practices. When reviewing student progress, problem solving teams consider the following: Are we using the right measure for the student? Is there enough data to make decisions? Is the intervention an appropriate match to meet the student's learning needs? Is the level of monitoring appropriate? Was the intervention or instruction implemented with fidelity? Is it time to consider changing the intervention? Is the goal rigorous enough to close the achievement gap? Is it time to change the goal? Are there concerns about attendance, behavior, motivation, health or home influences? Decisions about changes to interventions, changing the learning environment, combining cognitive processing strategies with academic strategies, and assisting with self-regulation or self-monitoring approaches are made based upon an analysis of data and the team problem solving approach.

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**(C) Please describe the additional education assistance to be provided to individual students needing additional help meeting the challenging State academic standards.\***

Re-display of the approved response from the FY18 Title I District Plan.

Prospect Heights SD#23 Policy 6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program) describes the continuum of assistance provided to students: The Superintendent or designee shall develop, maintain, and supervise a program for students at risk of academic failure or dropping out of school. The program shall include education and support services addressing individual learning styles, career development, and social needs, and may include without limitation one or more of the following: Parent-teacher conferences Counseling services by social workers and/or guidance counselors Counseling services by psychologists Psychological testing Truants' alternative and optional education program Alternative school placement Community agency services Alternative learning opportunities program, in conformity with the Alternative Learning Opportunities Law, as it may be amended from time to time Graduation incentives program Remediation program Our Response to Intervention (RTI) process, also called Multi-Tiered Systems of Supports (MTSS), is a process by which school personnel uses data to identify the academic and behavioral supports students need to be successful. The process provides students with research-based instruction and interventions matched to their needs and monitors student progress to improve their educational outcomes. This means using differentiated instructional strategies for all learners, providing scientific, research based interventions, continuously measuring student performance, and making educationally based decisions based on student's response to that instruction and the interventions. In alignment with the Illinois State Board of Education, District 23 believes that the process of such identification and monitoring are the foundational pieces of a successful system of interventions. The success of all students toward the New Illinois Learning Standards is improved when instructional and behavioral goals are frequently monitored. Data derived from such monitoring should then inform instructional strategies gauged to enhance success. Further, our RTI system includes three levels of intensity, or three levels of prevention, which represent a continuum of supports to increase outcomes for all students. RTI/MTSS is a rigorous prevention system that provides for the early identification of learning and behavioral challenges and timely intervention for students who are at risk for long term learning issues: Tier I (Primary) - High quality Core instruction that should meet the needs of most students. Tier II (Secondary) - Evidence based intervention(s) of moderate intensity that addressed the learning or behavioral challenges of most at-risk students. Tier III (Tertiary) - Individualized intervention(s) of increased intensity for students who show minimal response to secondary prevention.

Review the information from your FY18 Plan displayed above. Copy the text into the text area below. Make necessary changes and save the page. DO NOT use special characters, 'see above', or n/a as this will delay the approval of your plan. ([count] of 7500 maximum characters used)

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program shall include education and support services addressing individual learning styles, career development, and social needs, and may include without limitation one or more of the following: Parent-teacher conferences Counseling services by social workers and/or guidance counselors Counseling services by psychologists Psychological testing Truants' alternative and optional education program Alternative school placement Community agency services Alternative learning opportunities program, in conformity with the Alternative Learning Opportunities Law, as it may be amended from time to time Graduation incentives program Remediation program Our Response to Intervention (RTI) process, also called Multi-Tiered Systems of Supports (MTSS), is a process by which school personnel uses data to identify the academic and behavioral supports students need to be successful. The process provides students with research-based instruction and interventions matched to their needs and monitors student progress to improve their educational outcomes. This means using differentiated instructional strategies for all learners, providing scientific, research based interventions, continuously measuring student performance, and making educationally based decisions based on student's response to that instruction and the interventions. In alignment with the Illinois State Board of Education, District 23 believes that the process of such identification and monitoring are the foundational pieces of a successful system of interventions. The success of all students toward the New Illinois Learning Standards is improved when instructional and behavioral goals are frequently monitored. Data derived from such monitoring should then inform instructional strategies gauged to enhance success. Further, our RTI system includes three levels of intensity, or three levels of prevention, which represent a continuum of supports to increase outcomes for all students. RTI/MTSS is a rigorous prevention system that provides for the early identification of learning and behavioral challenges and timely intervention for students who are at risk for long term learning issues: Tier I (Primary) - High quality Core instruction that should meet the needs of most students. Tier II (Secondary) - Evidence based intervention(s) of moderate intensity that addressed the learning or behavioral challenges of most at-risk students. Tier III (Tertiary) - Individualized intervention(s) of increased intensity for students who show minimal response to secondary prevention.

**(D) Please describe the instructional and additional strategies intended to strengthen academic programs and improve school conditions for student learning and how they are implemented.\***

Re-display of the approved response from the FY18 Title I District Plan.

Tier I Services Includes: Classroom instructors use research based core curricula in all subject areas to deliver instruction to all students. Tier II Services Includes: Interventions supported by teachers and support staff during intervention block, pull-out resource, and push-in support: Literacy Support Services: Grades K-5 Lexia Core 5 Read Naturally Live Pasaporte Literacy Support Services: Grades 6-8 Reading Plus Mathematics Support Services: Grades K-8 Splash Math Ten Marks Math Organizational Skills: Grades K-8 Rush Neurobehavioral Executive Functioning Behavioral Services: Social Work/Psychologist Small group intervention and support Tier III Services Includes: Individualized interventions and Instruction provides through pull-out direct support and push-in co-teaching strategies. At times, replacement curricula are used to meet student needs. Reading Street - My Sidewalks SRA Corrective Reading Jolly Phonics Wilson Reading System Fountas and Pinnell Leveled Literacy Intervention McGraw Hill - My Math Touch Math Equals Math Social Thinking Zones of Regulation

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\*Required Field

To ensure that all children receive a high-quality education, and to close the achievement gap between children meeting the challenging State academic standards and those children who are not meeting such standards, each district plan shall complete the following sections:

**2. Explain the process through which the district will identify and address any disparities that result in low-income and/or minority students being taught at higher rates than other students by ineffective, inexperienced, or out-of-field teachers.\***

Re-display of the approved response from the FY18 Title I District Plan.

Prospect Heights SD #23 Board Policy 6:170 articulates our position that no student shall be subject to a lesser educational experience based upon Title I status. The Superintendent or designee shall pursue funding under Title I, Improving the Academic Achievement of the Disadvantaged, of the Elementary and Secondary Education Act, to supplement instructional services and activities in order to improve the educational opportunities of educationally disadvantaged or deprived children. All District schools, regardless of whether they receive Title I funds, shall provide services that, taken as a whole, are substantially comparable. Teachers, administrators, and other staff shall be assigned to schools in a manner that ensures equivalency among the District's schools. Curriculum materials and instructional supplies shall be provided in a manner that ensures equivalency among the District's schools. Additionally, students are placed into class sections based on teacher review of data, assessment data, identification of needs and strengths, and social emotional needs to create balanced and responsive classes for all.

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**3. Describe how the district will carry out its responsibilities to support and improve schools identified as comprehensive or targeted under paragraphs (1) and (2) of section 1111(d):\***  
[Section 1111\(d\)](#)

Re-display of the approved response from the FY18 Title I District Plan.

Prospect Heights SD #23 does not have any schools identified as needing either comprehensive support or targeted support and improvement. 8/11/17 - Corrected: In the event that PHSD #23 were to have student identified as needing comprehensive support or targeted support and improvement, the district would develop a plan based on the following: 1) data review and assessment (academic, social emotional), 2) gap analysis review of programs (core instruction, intervention instruction), program implementation (time spent in program, fidelity of program components, etc.), professional development, curriculum materials, instructional supplies, etc.

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\*Required Field

To ensure that all children receive a high-quality education, and to close the achievement gap between children meeting the challenging State academic standards and those children who are not meeting such standards, each district plan shall complete the following sections:

**4. Select the poverty criteria below that will be used to rank school attendance centers. A district shall use the same measure(s) of poverty, which measure the number of children aged 5 through 17 in poverty counted in the most recent census data, with respect to ALL school attendance centers in the LEA:\***

[Measures of Poverty from 1113\(5\)\(A\) and \(B\)](#)

- School Lunch: the number of children eligible for a free or reduced price lunch under the Richard B. Russell National School Lunch Act (42 U.S.C. 1751 et seq.),
- TANF: the number of children in families receiving assistance under the State program funded under part A of Title IV of the Social Security Act,
- Medicaid: the number of children eligible to receive medical assistance under the Medicaid Program,
- Composite: a composite of such indicators,
- Secondary School Feeder: For measuring the number of students in low-income families in secondary schools, the district shall/may use the same measure of poverty above or an accurate estimate of the number of students in low-income families in a secondary school that is calculated by applying the average percentage of students in low-income families of the elementary school attendance areas that feed into the secondary school to the number of students enrolled in such school.

**5. (A) Select the types of Title I programs the district is operating in all attendance centers. \* [Program Guidance](#)**

- Targeted Assistance
- Schoolwide
- Both Targeted Assistance and Schoolwide

**(B) Does the district serve eligible children in an institution or community day program for neglected or delinquent children or in an adult correctional institution? \***

- Yes
- No

**(C) Create and upload an attachment which lists each attendance center/school, by applicable program.\***

For convenience and consistency, please download the excel template and complete each applicable column. To facilitate future amendments, save the completed document using the district RCDT code and the word Original or Amendment within the name of the file. (example: 88-888-8888-88 Original)

[Excel Template](#)

To Upload: Browse your fields to locate the required document. Double click to display it in the Browser window. Click on the Upload button. The name of the uploaded document will display in the green bordered area below.\*

Choose File

Any uploaded files will appear below. Ensure naming conventions have been applied for differentiation. Files can be deleted by selecting the document to be deleted and clicking on the Delete Selected Files button below. Note: file uploads can only be deleted prior to submission to ISBE.

Attendance Centers Original.xlsx
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Check the box below, as appropriate.

- Upload file represents an original listing of attendance centers.
- Upload file represents an amendment to the attendance centers previously uploaded.

**(D) Describe, in general, the targeted assistance (section 1115) and/or schoolwide programs (section 1114) the district will operate, as well as the goal of those programs. Where appropriate, please explain educational services outside such schools for children living in local institutions or community day programs for neglected or delinquent children.\***

[Section 1114 and 1115](#)

Re-display of the approved response from the FY18 Title I District Plan.

<p>Targeted Assistance is provided at each of the Prospect Heights School District 23 attendance centers. Services are developed to provide additional instruction and support to at-risk students through "tutor" under the direction of intervention staff. Materials, technology, software and other supplies are provided to enhance the teachers' ability to provide rigorous instruction and supportive interventions. Lastly, professional development services are targeted for teachers of at-risk students to embed improved instructional practices and research based strategies in classrooms. District 23 does not currently serve students living in local institutions or community day programs for neglected or delinquent children.8/11/17 Correction:Students requiring targeted assistance in PHSD23 receive direct instruction in their area of need during intervention blocks. These blocks are built into the instructional day and the services are provided by staff trained in the various programs. Tutors also provide support instruction to students throughout the instructional day and after school. The district uses a variety of instructional software programs that allow staff to design instruction around students' needs. Some of the programs include Study Island, Reading Eggs, Exact Path, Lexia, and Read Naturally.</p>
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Each of Prospect Heights School District 23 attendance centers meets the poverty level requirements to move to schoolwide programming. Each school has submitted the required waiver for approval. During FY17-18, as Targeted Assistance attendance centers, each school has worked to provide additional instruction and support to at-risk students through "tutors" under the direction of intervention staff. Tutors provide support instruction to targeted students throughout the instructional day, and after school. Intervention blocks are built into the instructional day and the services are provided by staff trained in the various programs. The district uses a variety of instructional software programs that allow staff to design instruction around students' needs. Some of the programs include Study Island, Reading Eggs, Exact Path, Lexia, and Read Naturally. Materials, technology, software and other supplies were provided to enhance the teachers' ability to provide rigorous instruction and supportive interventions. Lastly, professional development services are targeted for teachers of at-risk students to embed improved instructional practices and research based strategies in classrooms. Also during FY17-18, each attendance center's School Improvement Team has worked towards conducting a comprehensive needs assessment towards the goal of writing a schoolwide plan once that status is approved by ISBE. Schoolwide programs will center on providing reading and math support for students in need, with a goal of moving all students towards and past proficiency on local and state assessments. Each school will utilize their comprehensive needs assessment to specifically identify the action steps they will need to take towards that goal. District 23 does not currently serve students living in local institutions or community day programs for neglected or delinquent children.

\*Required Field

To ensure that all children receive a high-quality education, and to close the achievement gap between children meeting the challenging State academic standards and those children who are not meeting such standards, each district plan shall complete the following sections:

**6. Describe the services the district will provide homeless children and youth, including services provided with funds reserved to support the enrollment, attendance, and success of homeless children and youth, in coordination with the services the district is providing under the [McKinney-Vento Homeless Assistance Act \(42 U.S.C. 11301 et seq.\)](#).\***

Re-display of the approved response from the FY18 Title I District Plan.

Prospect Heights SD# 23 Board policy 6:140 (Education of Homeless Children) articulates the identification process and services provided to McKinney eligible students:Each child of a homeless individual and each homeless youth has equal access to the same free, appropriate public education as provided to other children and youths , including a public pre-school education. A homeless child is defined as provided in the McKinney Homeless Assistance Act and the Ill. Education for Homeless Children Act. The Superintendent or designee shall act as or appoint a Liaison for Homeless Children to coordinate this policy's implementation.A homeless child may attend the District school that the child attended when permanently housed or in which the child was last enrolled. A homeless child living in any District school's attendance area may attend that school.The Superintendent or designee shall review and revise rules or procedures that may act as barriers to the enrollment of homeless children and youths. In reviewing and revising such procedures, consideration shall be given to issues concerning transportation, immunization, residency, birth certificates, school records and other documentation, and guardianship. Transportation shall be provided in accordance with the McKinney Homeless Assistance Act and State law. The Superintendent or designee shall give special attention to ensuring the enrollment and attendance of homeless children and youths who are not currently attending school. If a child is denied enrollment or transportation under this policy, the Liaison for Homeless Children shall immediately refer the child or his or her parent/guardian to the ombudsperson appointed by the appropriate Intermediate Service Center and provide the child or his or her parent/guardian with a written explanation for the denial. Whenever a child and his or her parent/guardian who initially share the housing of another person due to loss of housing, economic hardship, or a similar hardship continue to share the housing, the Liaison for Homeless Children shall, after the passage of 18 months and annually thereafter, conduct a review as to whether such hardship continues to exist in accordance with State law.McKinney-Vento eligible students are identified as students enroll and monthly as necessary by the District 23 Homeless liaison in conjunction with school staff. As students are identified, the school social worker coordinates services and supports with each family. These may include school supplies, transportation, food, clothing, and community resources. Once identified the building principal is responsible for ensuring a Problem Solving Team review of student data to determine what, if any, educational or behavioral supports are appropriate.

Review the information from your FY18 Plan displayed above. Copy the text into the text area below. Make necessary changes and save the page. DO NOT use special characters, 'see above', or n/a as this will delay the approval of your plan. ([count] of 7500 maximum characters used)

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**7. Describe the approaches the district will use to include parents and family members in the development of LEA plans, so that the plans and related activities represent the needs of varied populations:\***[Sec 1116](#)

Re-display of the approved response from the FY18 Title I District Plan.

A stakeholder meeting was posted in the local newspaper and on the District 23 website to invite parents, teachers, community agencies and other educational institutions to join Dististr administration in reviewing this Title I plan, our Parent Compact, and proposed Title I grant funded services. This meeting was held on Tuesday, May 30, 2017 at the District 23 offices. Annually, Title I services are presented at a public meeting of the Board of Education and subsequently presented at public meetings of our Parent teacher Associations. This provides an opportunity for public input and review of the use of funds and services provided. On alternate years, District 23 administers a survey to all parents, faculty, and administration in the District to gather input into the needs, strengths, and opportunities for future growth of our District and schools as we serve the needs of our students and families.Prospect Heights SD#23 Board Policy 6:170 outlines provisions for the development and implementation of a District and School Title I compact:Title I Parent and Family EngagementThe District maintains programs, activities, and procedures for the engagement of parents/guardians and families of students receiving services, or enrolled in programs, under Title I. These programs, activities, and procedures are described in District-level and School-level compacts.District-Level Parent and Family Engagement CompactThe Superintendent or designee shall develop a District-Level Parent and Family Engagement Compact according to Title Irequirements. The District-Level Parent and Family Engagement Compact shall contain: (1) the District's expectations for parent and family engagement, (2) specific strategies for effective parent and family engagement activities to improve student academic achievement and school performance, and (3) other provisions as required by federal law. The Superintendent or designee shall ensure that the Compact is distributed to

parents/guardians of students receiving services, or enrolled in programs, under Title I.School-Level Parent and Family Engagement CompactEach Building Principal or designee shall develop a School-Level Parent and Family Engagement Compact according to Title I requirements. This School-Level Parent and Family Engagement Compact shall contain: (1) a process for continually involving parents/guardians in its development and implementation, (2) how parents/guardians, the entire school staff, and students share the responsibility for improved student academic achievement, (3) the means by which the school and parents/guardians build and develop a partnership to help children achieve the State's high standards, and (4) other provisions as required by federal law. Each Building Principal or designee shall ensure that the Compact is distributed to parents/guardians of students receiving services, or enrolled in programs, under Title I.Further, Prospect Heights SD#23 Board Policy 8:95 (Parental Involvement) articulates methods of maintaining high levels of engagement with our parents:In order to assure collaborative relationships between students' families and the District, and to enable parents/guardians to become active partners in their children's education, the Superintendent shall:1. Keep parents/guardians thoroughly informed about their child's school and education.2. Encourage parents/guardians to be involved in their child's school and education.3. Establish effective two-way communication between parents/guardians and the District.4. Seek input from parents/guardians on significant school-related issues.5. Inform parents/guardians on how they can assist their children's learning.The Superintendent shall periodically report to the Board of Education on the implementation of this policy.

Review the information from your FY18 Plan displayed above. Copy the text into the text area below. Make necessary changes and save the page. DO NOT use special characters, 'see above', or n/a as this will delay the approval of your plan. ([count] of 7500 maximum characters used)

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**8. If applicable, please describe how the district will support, coordinate, and integrate services provided under this part with early childhood education programs at the district or individual school level, including plans for the transition of participants in such programs to local elementary school programs. If the district does not offer early childhood education programs, please state so below:\***

Re-display of the approved response from the FY18 Title I District Plan.

Prospect Heights School District 23 provides services to pre-K students through our Special Education classes and a partnership with ECDEC. Student screening are offered throughout the year to identify those at-risk for school failure and those with potential disabilities. Services are matched to student needs as identified through the screen and evaluation processes. These include goals for transition to our Kindergarten program with continued supports or services. District 23 does not currently support Early Childhood services with Title I funds.

Review the information from your FY18 Plan displayed above. Copy the text into the text area below. Make necessary changes and save the page. DO NOT use special characters, 'see above', or n/a as this will delay the approval of your plan. ([count] of 7500 maximum characters used)

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**9. How will the district facilitate effective transitions for students from middle grades to high school and from high school to postsecondary education including, if applicable: (A) Through coordination with institutions of higher education, employers, and other local partners;\* and (B) through increased student access to early college, high school or dual or concurrent enrollment opportunities, or career counseling to identify student interests and skills.\***

Re-display of the approved response from the FY18 Title I District Plan.

MacArthur Middle School faculty and administration articulate with representatives from District 214, Wheeling and Hersey High Schools regarding class placement supporting effective transitions to high school. Middle School staff provide placement recommendations for all eighth grade students. High School staff review these recommendations in light of placement test data and students' classroom based grades. Additionally, MacArthur staff articulate with appropriate high school staff about

students with academic, health, and or behavioral supportive services to ensure transition of care.

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- 10. In schools operating a targeted assistance program, please describe the objective criteria the district has established to identify the target populations, AND how teachers and school leaders will include parents, administrators, paraprofessionals, and instructional support personnel in their identification of the target population.\***

Re-display of the approved response from the FY18 Title I District Plan.

Our Problem Solving Team, comprised of teachers, administration, interventionists, and parents review needs and prevention activities for each student individually based upon the following at-risk identification criterion: Literacy: National 25%ile in PARCC, MAP, FASTbridge. Math: National 25%ile in PARCC, MAP, FASTbridge. Behavior/Organization/Emotional Support: Teacher recommendation and assessment by mental health professional based upon impact to the educational environment: relationships, well-being, work completion, and/or academic progress/grades. These criterion are established and reviewed annually by the District 23 Data Team, a committee comprised of administration, school psychologists, teachers and interventionists.

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All schools operate under Schoolwide Programming.

\*Required Field

To ensure that all children receive a high-quality education, and to close the achievement gap between children meeting the challenging State academic standards and those children who are not meeting such standards, each district plan shall complete the following sections:

**11. The process through which the districts will (i) reduce incidences of bullying and harassment, (ii) reduce the overuse of discipline practices that remove students from the classroom, and (iii) reduce the use of aversive behavioral interventions that compromise student health and safety; disaggregated by each subgroup of student as defined:\***

- (I) each major racial and ethnic group;**
- (II) economically disadvantaged students as compared to students who are not economically disadvantaged;**
- (III) children with disabilities as compared to children without disabilities;**
- (IV) English proficiency status;**
- (V) gender; and**
- (VI) migrant status.**

Re-display of the approved response from the FY18 Title I District Plan.

Prospect Heights School District #23 Board Policy 7:180 (Prevention of and Response to Bullying, Intimidation, and Harassment) defines the District's stance on our preventative and proactive response to student discipline: Bullying, intimidation, and harassment diminish a student's ability to learn and a school's ability to educate. Preventing students from engaging in these disruptive behaviors and providing all students equal access to a safe, non-hostile learning environment are important District goals. Bullying on the basis of actual or perceived race, color, national origin, military status, unfavorable discharge status from the military service, sex, sexual orientation, gender identity, gender-related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, association with a person or group with one or more of the aforementioned actual or perceived characteristics, or any other distinguishing characteristic is prohibited in each of the following situations: 1. During any school-sponsored education program or activity. 2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school-sponsored or school-sanctioned events or activities. 3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment. 4. Through the transmission of information from a computer that is accessed at a nonschool-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by a school district or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school. This item (4) applies only in cases in which a school administrator or teacher receives a report that bullying through this means has occurred and it does not require a district or school to staff or monitor any nonschool-related activity, function, or program. We believe in a restorative disciplinary approach that is founded on common expectations and responsibilities taught through our school-wide behavioral systems. The following information is posted in our Parent/Student handbook as well: School Wide Expectations At District 23 Elementary Schools we have a set of school wide expectations for student behavior that covers all areas of school life. Our expectation is that all students can live by and adhere to these reasonable expectations. Students who live up to these expectations will be rewarded daily/weekly/monthly for demonstrating positive behaviors throughout the school day. The school wide student behavioral expectations are listed at the back of this chapter. Staff Responsibilities: The school staff will facilitate classroom discipline as well as other school related supervision. If a student's behavior is objectionable, the staff member may use any of the following appropriate options: Intervene to stop behavior Confer/conference with the student Contact the parent Assign detentions and/or refer to the administration Refer to our school social worker or school psychologist Student/Teacher Rights Teachers have a right to teach Students have a right to learn Staff and students have the right to work and learn in a safe, orderly, and secure environment Administrator's Responsibilities: The administrators, as they work through the discipline procedure with staff, students, and parents, will at every stage be concerned with finding causes for misconduct for which the actions of the students are symptoms. It will be the goal to seek and find appropriate help for students in need. The administration will establish the discipline philosophy and procedures for the school. They will also serve as a resource for all discipline related problems. The principal is the final building level source of appeal in the "due process" procedures.

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behavior  
Confer/conference with the student  
Contact the parent  
Assign detentions and/or refer to the administration  
Refer to our school social worker or school psychologist  
Student/Teacher Rights  
Teachers have a right to teach  
Students have a right to learn  
Staff and students have the right to work and learn in a safe, orderly, and secure environment  
Administrator's Responsibilities: The administrators, as they work through the discipline procedure with staff, students, and parents, will at every stage be concerned with finding causes for misconduct for which the actions of the students are symptoms. It will be the goal to seek and find appropriate help for students in need. The administration will establish the discipline philosophy and procedures for the school. They will also serve as a resource for all discipline related problems. The principal is the final building level source of appeal in the "due process" procedures.

**12. If applicable, please describe the district's support for programs that coordinate and integrate the following:\***

**(A) Academic and career and technical education content through coordinated instructional strategies, that may incorporate experimental learning opportunities and promote skills attainment important to in-demand occupations or industries in the State; and**

**(B) work-based learning opportunities that provide students in-depth integration with industry professionals and, if appropriate, academic credit.**

Re-display of the approved response from the FY18 Title I District Plan.

(a) Academic and career and technical education content is taught throughout all grades, but specifically and in a targeted way during grade 6-8. These topics are embedded in our Advisory curriculum as well as units of study in Family and Consumer Science, Applied Technologies, and Health. (b) We do not currently offer any work based learning opportunities.

Review the information from your FY18 Plan displayed above. Copy the text into the text area below. Make necessary changes and save the page. DO NOT use special characters, 'see above', or n/a as this will delay the approval of your plan.

([count] of 7500 maximum characters used)

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**13. How will the district fulfill the following:**

**(A) Describe how the district will identify and serve gifted and talented students by using objective criteria.\***

Re-display of the approved response from the FY18 Title I District Plan.

Prospect Heights School District 23 does not currently identify students as gifted or talented through a formal program. Accelerated courses are available for student placement opportunities in grades 4-8 in Literacy and Math based upon student growth and performance data.

Review the information from your FY18 Plan displayed above. Copy the text into the text area below. Make necessary changes and save the page. DO NOT use special characters, 'see above', or n/a as this will delay the approval of your plan.

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Prospect Heights School District 23 does not currently identify students as gifted or talented through a formal program. Accelerated courses are available for student placement opportunities in grades 4-8 in Literacy and Math based upon student growth and performance data.

**(B) What are the measures the district takes in assisting schools in developing effective school library programs that provide students an opportunity to develop digital literacy skills and improve academic achievement?\***

Re-display of the approved response from the FY18 Title I District Plan.

Each of our four schools operates an effective school library program. Our current curriculum and services are based upon the Illinois School Library Standards as adopted by the Illinois School Library Media Association. We are in the process of updating our curriculum to align to the Future Ready Library protocols. Each Library Media Center (LMC) is staffed by a full time certified Library Media Specialist (LMS) and provides direct instruction in research, reading strategies, and digital citizenship/skills.

Review the information from your FY18 Plan displayed above. Copy the text into the text area below. Make necessary changes and save the page. DO NOT use special characters, 'see above', or n/a as this will delay the approval of your plan.

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**(C) Describe the approach of the district in developing and supporting the arts (music, dance, and other fine arts) to provide students an opportunity to develop an appreciation of the arts and improve academic achievement.\***

Re-display of the approved response from the FY18 Title I District Plan.

Prospect Heights School District 23 has a long history of outstanding music and performing arts programs. Our goals are to maintain programs that support the development of well-rounded students which includes instruction in Art, Music and the performing arts. Dance is incorporated into units of study with our physical education curriculum. For students in Grades 4-8, additional extracurricular opportunities exist such as: Variety Show, Musical, Jazz Band, Serenading Strings, Chorus, Band and Orchestra.

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\*Required Field

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**Board Approval, Certification, and Assurances**

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- By checking this box, the applicant hereby certifies that he or she has read, understood and will comply with the assurances listed below, as applicable to the Title I District Plan.

Re-display of the Board Approval date for the FY18 Title I District Plan.

06/12/2017

Copy the date above or enter the amendment date, if applicable, in the text area below. Do not use special characters.

05/09/2018

Each district plan shall provide assurances that the district will:

1. ensure that migratory children and formerly migratory children who are eligible to receive services under this part are selected to receive such services on the same basis as other children who are selected to receive services under this part;
2. provide services to eligible children attending private elementary schools and secondary schools in accordance with section 1117, and timely and meaningful consultation with private school officials regarding such services;
3. participate, if selected, in the National Assessment of Educational Progress in reading and mathematics in grades 4 and 8 carried out under section 303(b)(3) of the National Assessment of Educational Progress Authorization Act (20 U.S.C. 9622(b)(3));
4. coordinate and integrate services provided under this part with other educational services at the district or individual school level, such as services for English learners, children with disabilities, migratory children, American Indian, Alaska Native, and Native Hawaiian children, and homeless children and youths, in order to increase program effectiveness, eliminate duplication, and reduce fragmentation of the instructional program;
5. collaborate with the State or local child welfare agency to
  - (A) designate a point of contact if the corresponding child welfare agency notifies the local educational agency, in writing, that the agency has designated an employee to serve as a point of contact for the local educational agency and
  - (B) by not later than 1 year after the date of enactment of the Every Student Succeeds Act, develop and implement clear written procedures governing how transportation to maintain children in foster care in their school of origin when in their best interest will be provided, arranged, and funded for the duration of the time in foster care, which procedures shall
    - (i) ensure that children in foster care needing transportation to the school of origin will promptly receive transportation in a cost-effective manner and in accordance with section 475(4)(A) of the Social Security
    - (ii) ensure that, if there are additional costs incurred in providing transportation to maintain children in foster care in their schools of origin, the local educational agency will provide transportation to the school of origin if
      - (I)The local child welfare agency agrees to reimburse the local educational agency for the cost of such transportation;
      - (II) the local educational agency agrees to pay for the cost of such transportation; or
      - (III) the local educational agency and the local child welfare agency agree to share the cost of such transportation; and
6. ensure that all teachers and paraprofessionals working in a program supported with funds under this part meet applicable State certification and licensure requirements, including any requirements for certification obtained through alternative routes to certification; and
7. in the case of a local educational agency that chooses to use funds under this part to provide early childhood education services to low-income children below the age of compulsory school attendance, ensure that such services comply with the performance standards established under section 641A(a) of the Head Start Act (42 U.S.C. 9836a(a)).

GRANT AGREEMENT: The submissions made to the Illinois State Board of Education by the applicant and the terms and conditions described in each tab of this application shall constitute the grant agreement between the applicant and the Illinois State Board of Education for the use of the funds described in the Budget Detail tab. This grant agreement shall be deemed to be entered into when the application has been approved by the Illinois State Board of Education. This grant agreement constitutes the entirety of the agreement between the parties and supersedes any other agreement or communication, whether written or oral, relating to the award of the grant funds. The person submitting this application on behalf of the applicant certifies and assures the Illinois State Board of Education that he or she has been duly authorized to file this application for and on behalf of the applicant, is the authorized representative of the applicant in connection with this grant agreement, and that he or she is authorized to execute these Certifications and Assurances, and Standard Terms of the Grant on behalf of the applicant. Further, the person submitting this application on behalf of the applicant certifies under oath that all information in the grant agreement is true and correct to the best of his or her knowledge, information and belief, that grant funds shall be used only for the purposes described in this agreement, and that the award of this grant is conditioned upon this certification. This grant agreement may not be amended or modified except as by receiving approval for an amendment through the IWAS application process. By hitting Submit on the Submit page, this grant agreement shall be deemed to be executed on behalf of the applicant.

The authorized representative of the applicant who will affix his or her signature below certifies that he or she has read, understood and will comply with all of the provisions of the following certifications and assurances.

The person approving these Grant Application Certifications and Assurances hereby certifies and assures the Illinois State Board of Education that the person submitting the final application on behalf of the applicant (and thereby executing the grant agreement with the Illinois State Board of Education) has the necessary legal authority to do so. (v2.23.2017)

The person approving this application certifies (1) to the statements contained in the list of certifications, and (2) that the statements herein are true, complete and accurate to the best of his/her knowledge. He/she also provided the required assurances and agrees to comply with any resulting terms if an award is accepted. He/she is aware that any false, fictitious, or fraudulent statements or claims may subject him/her to criminal, civil or administrative penalties. (U.S. Code, Title 18, Section 1001). The list of certification and assurances is included below and/or incorporated into the Uniform Grant Agreement pages contained herein.

NOTE: These boxes will be automatically filled in as each of the separate certifications/assurances are read and completed.

Assurances for Title I District Plan

[Not calling IWAS Web Se](#)

Signature of School District Superintendent / Agency Administrator

Signature of Board-Certified Delegated Authority for the School District Superintendent

**Assurances must be reviewed and approved by your Local IWAS Administrator before you can submit your application.**

[Consistency Check](#)   [Lock Application](#)   [Unlock Application](#)

Application was created on:

5/2/2018

Assurances

District Data Entry

Business Manager

District Administrator

ISBE Program Administrator

**This Application has not been submitted**

Expand All

**Title I District Plan**

**Page Status**   **Open Page  
for editing**

[Title I District Plan](#)

District Information	OPEN	<input type="checkbox"/>
<a href="#">Title I Plan</a>		
Consultation	OPEN	<input type="checkbox"/>
Part 1	OPEN	<input type="checkbox"/>
Part 2	OPEN	<input type="checkbox"/>
Part 3	OPEN	<input type="checkbox"/>
Part 4	OPEN	<input type="checkbox"/>
Part 5	OPEN	<input type="checkbox"/>
<a href="#">Assurance Pages</a>		
Plan Assurances	OPEN	<input type="checkbox"/>
AssurancesText	OPEN	<input type="checkbox"/>
Assurances	OPEN	<input type="checkbox"/>

Save

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**Selectable Application Print**

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**Request Print Job**

[\\_Title I District Plan](#)

**Requested Print Jobs**

[Requested by samojedc on 5/2/2018](#)

[Requested by samojedc on 5/2/2018](#)

**Completed Print Jobs**

# Professional Development Board of Education Presentation

May 9, 2018

# D23 Blueprint Goal

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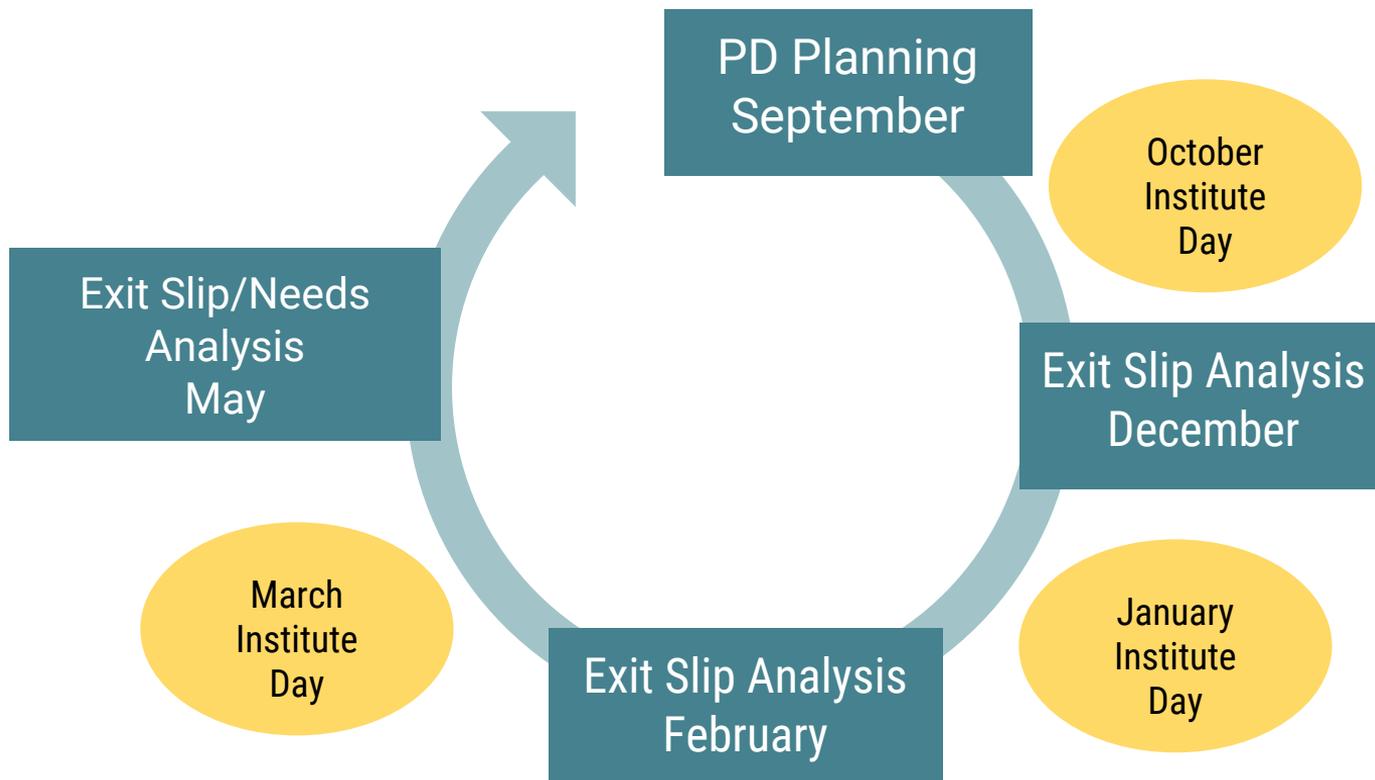
Provide targeted  
professional development  
that is aligned to district  
priorities

# A Comprehensive PD Plan

- 1) Alignment to District and Building goals
- 2) Impactful themes and topics identified
- 13) Engaging activities and explorations developed
- 4) Needs and resources identified for successful implementation
- 5) Calendar developed to maximize our time with faculty

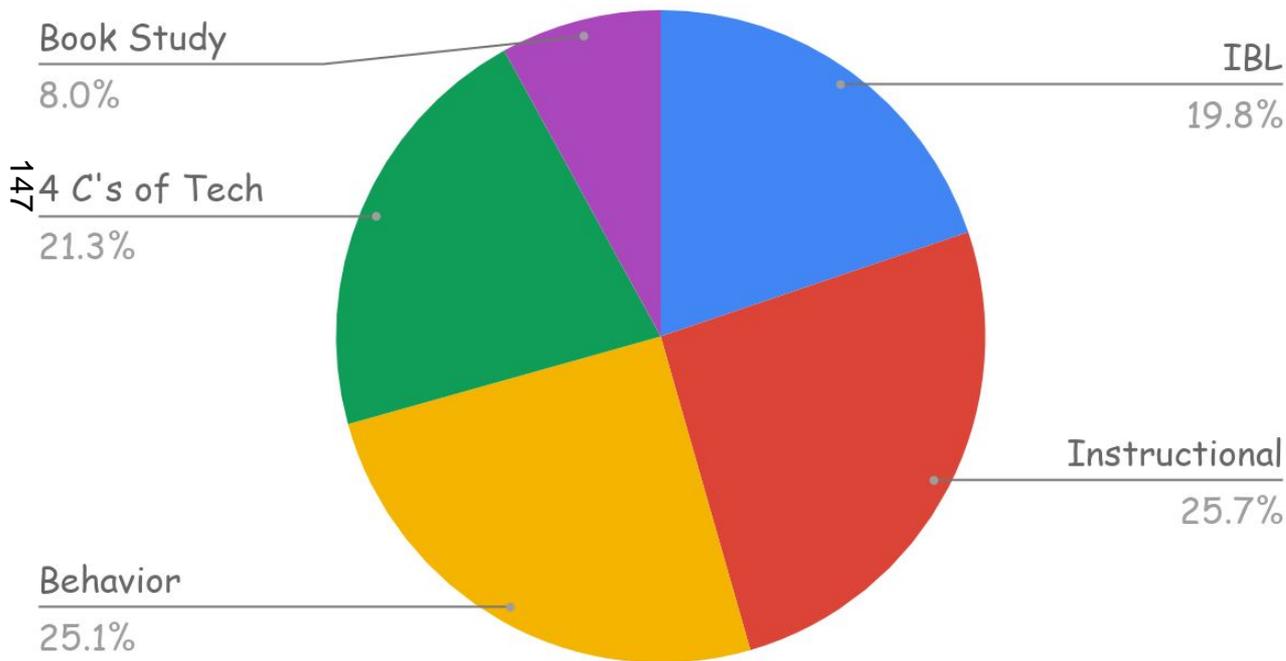
# Professional Development Committee

Admin  
Teachers  
ESP



# Cohort Model

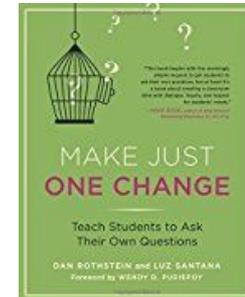
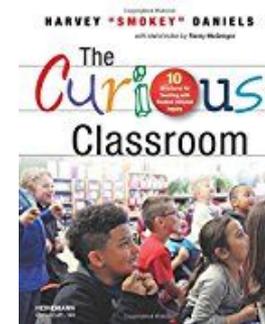
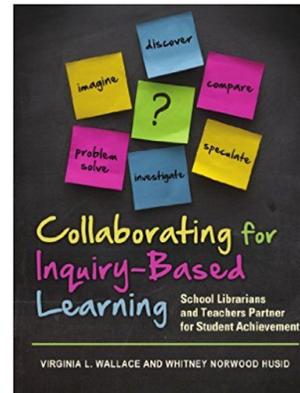
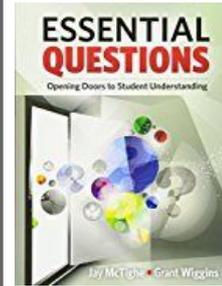
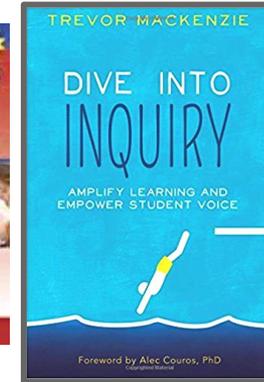
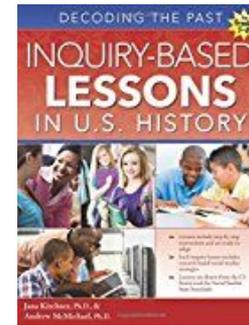
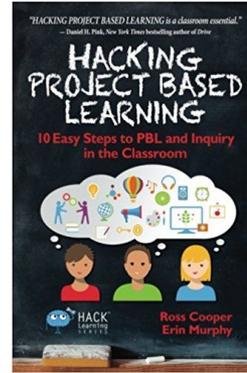
## Staff Choices in Cohort Offerings



- 3 Institute Day sessions (45 - 90 minutes)
- Resources
- Additional training opportunities

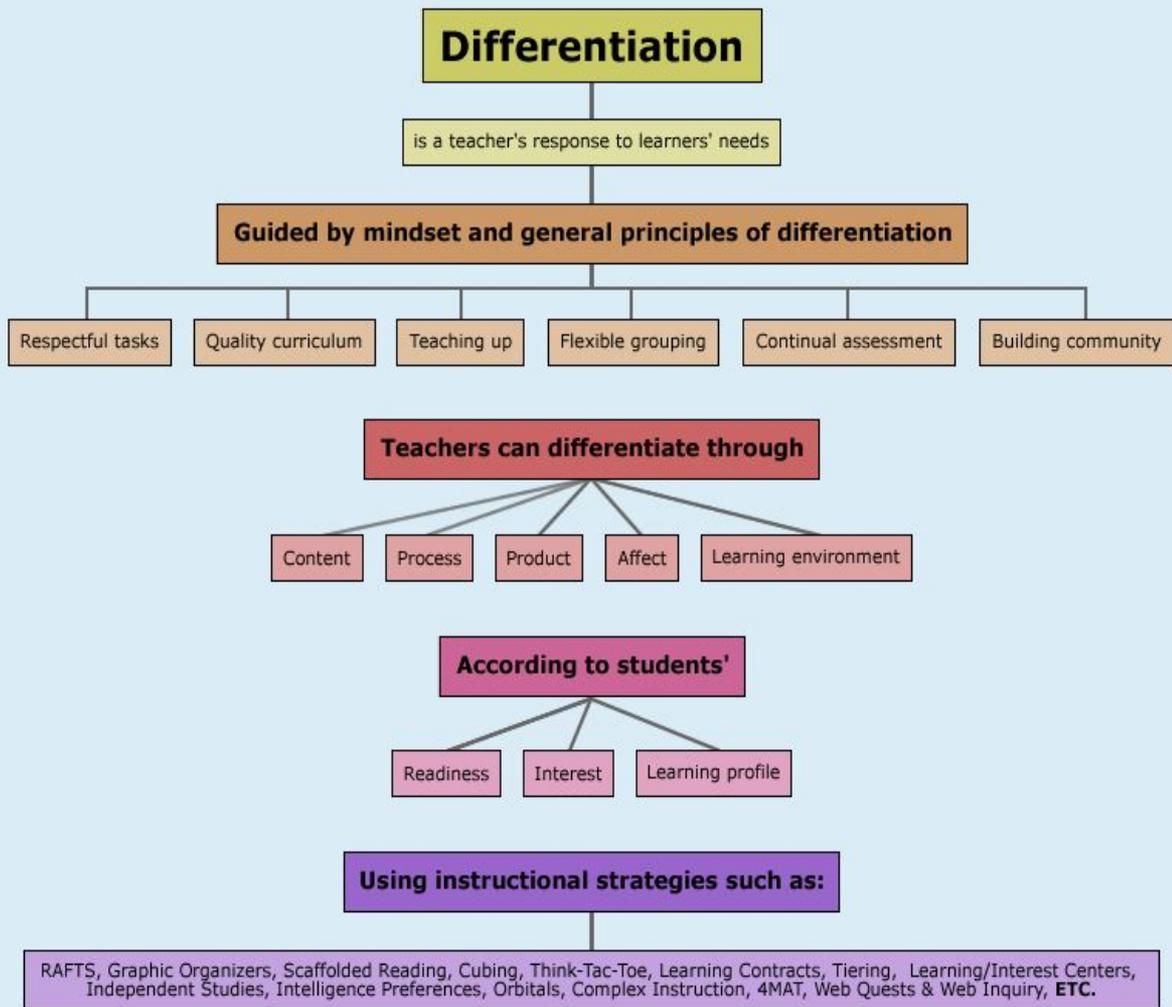
# Inquiry Based Learning

- Philosophy/Practices
- Professional Reading
- Planning lessons/units
- 148 → IBL Work Sessions
- IBL professional development through NCISC (Math, ELA, Science, Social Studies)
- Science curriculum integration



# Differentiation: Instructional Strategies

149



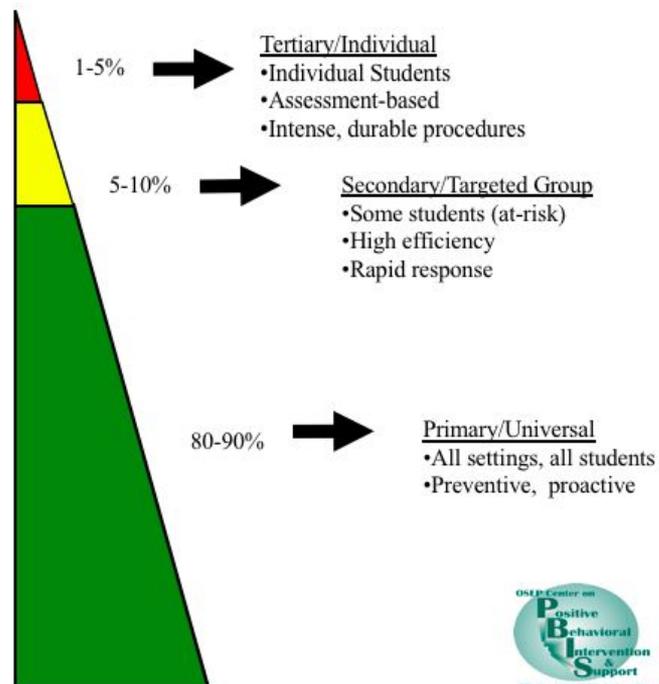
# Differentiation: Behavior Strategies

Teachers and Specialists worked to understand:

- Positive, proactive classroom management
- Functions of behaviors
- Teaching expected behaviors
- Acknowledging expected behaviors
- Teaching expectations and routines
- Understanding the ABC's of behaviors
- Avoiding progress of unexpected behaviors
- Responding to challenging behaviors

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## Behavioral Systems



# The 4 C's of Technology

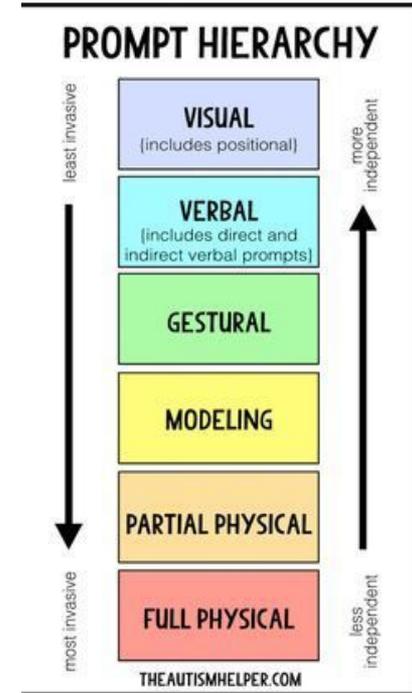
## Cohort Goals:

- Understand how to implement the 4Cs and technology into instruction
- Create lessons incorporating the 4Cs and technology
- Create a repository for sharing our lessons with other teacher via our [website](#)



# ESP Opportunities

- CORE Vocabulary for Emerging Communicators
- Discrete Trial Training for Students on the Autism Spectrum
- Accessibility Features on the iPad
- Assistive Technology Tools for Students with High Incidence Disabilities (CoWriter, Snap & Read, Start to Finish Books)



# Next Year's PD Plans

**85%** of staff interested in continuing the cohort model.

## 6 Major Topics of Interest

- Classroom Management in a Digital Environment
- Enhancing Literacy/Math Instruction
- Enhancing Student Engagement
- Social/Emotional Learning
- Understanding and Implementing Positive Behavior Supports as a System
- Inquiry Based Learning

Alignment to:

- Strategic Plan
- District Goals
- Building Goals



**STATE OF ILLINOIS PROPERTY TAX APPEAL BOARD  
STIPULATION OF ASSESSMENT(S) BY THE PARTIES**

Date: April 9, 2018

Appellant: Target Corporation (Wheeling Township)

Docket Number(s): 2013-28164

PIN(s): SEE ADDENDUM

**STIPULATED ASSESSMENT:**

**Land, Improvement and Total** assessments **must** be completed for **each** parcel. Multiple parcels must be completed on the back of this page or on multiple pages and the aggregate figure indicated below.

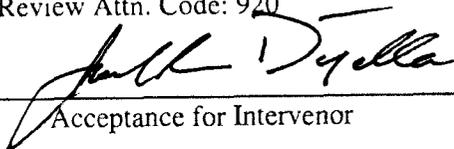
<b>Docket</b>	<b>PIN</b>	<b>Land</b>	<b>Improvement</b>	<b>Total</b>
SEE ADDENDUM	SEE ADDENDUM	952,723	1,447,277	2,400,000
	<b>TOTAL</b>	952,723	1,447,277	2,400,000

**ACCEPTED:**

The undersigned have reviewed the file in the above captioned matter and find that the assessments should be adjusted and that a hearing is not necessary. The parties agree that the "STIPULATED ASSESSMENT(S)" should be applied in the Property Tax Appeal Board's decision.

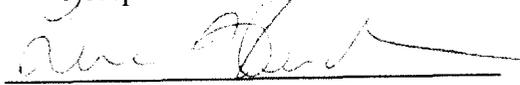
  
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 Acceptance for Appellant/Attorney

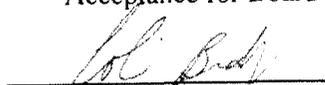
Huan Cassioppi Tran  
 FLANAGAN | BILTON LLC  
 500 N Dearborn Street, Suite 400  
 Chicago, Illinois 60654  
 Bd. of Review Attn. Code: 920

  
 \_\_\_\_\_  
 Acceptance for Intervenor

\_\_\_\_\_  
 Acceptance for Intervenor

  
 \_\_\_\_\_  
 Acceptance for Board of Review

  
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 Acceptance for Board of Review

  
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 Acceptance for Board of Review

**DISSENTING:**

\_\_\_\_\_  
 Dissenting Board of Review Member





**Prospect Heights School District 23  
Board Memorandum**

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**Date: May 1, 2018**

**Subject: Discussion of Transfer of Funds from Ed Fund Contingency to Capital Projects Fund AND Operations Fund Net Rental Income to Capital Projects Fund**

**Prepared by: Micheal DeBartolo, Assistant Superintendent for Finance & Operations**

---

Prior to the adoption of the 2017-18 school year, the Finance Committee and Board of Education were involved in discussions to identify funds that were to be set aside in an identified contingency account code for the express purpose of meeting certain needs that were anticipated. The reason for this contingency being created was to enhance transparency and produce more accurate budgeting.

Identified for the contingency was \$185,000. The purpose of these funds was to cover extended leaves, private tuition, strategic planning, and potential costs for other educational programming needs. There was also discussion of transferring the contingency funds to the Capital Projects Fund (Fund 60) if such monies were unused in order to begin accomplishing items contained in the items listed on the Districts long range capital plan and health life safety survey requirements. The account utilized for the contingency is 10.5.0000.6000.000.01.0000.

There is approximately \$170,000 remaining in the contingency. The only funds expended from the contingency to date are for strategic planning. Thus far, no other issues for which the District planned have occurred. The Board must discuss how much of these funds, if any, it will transfer to the capital funds project.

In addition to the contingency fund mentioned above, the District is also receiving rental income under its new facility use policy. To date, the District has received \$63,299 in rental income and expended \$12,669 on custodial staff for the facility uses. There is a net proceed realized by the District, to date, of approximately \$50,550. These funds would also be requested for transfer to capital projects.

Upon discussion by the Board of Education and consensus on these two items, the Administration will bring transfer resolution(s) to be approved at the June 2018 Board meeting.

Quarter 3 Financial Report

Expenses -- All Major Operating Funds YTD Quarter 3

Fund	Money Spent	Percentage of YTD Budget
Fund 10	\$ 11,235,128.00	60.97%
Fund 20	\$ 1,093,438.00	71.40%
Fund 40	\$ 917,888.00	63.09%

Revenues -- All Major Operating Funds YTD Quarter 3

Fund	Money Collected	Percentage of YTD Budget
Fund 10	\$ 12,993,248.00	69.30%
Fund 20	\$ 1,193,480.00	71.59%
Fund 40	\$ 1,007,901.00	70.84%

Fund 10 -- Education Fund YTD (Through Quarter 3 End)

Object	Money Spent	Percentage Spent	Projected End-of-Year Remaining
Salaries	\$ 7,852,253.00	61.21%	2.36%
Benefits	\$ 1,681,768.00	60.92%	3.27%
Purchased Services	\$ 846,118.00	61.13%	TBD
Supplies	\$ 477,542.00	68.77%	TBD
Capital	\$ 119,614.00	72.57%	TBD
Dues and Fees	\$ 242,371.00	59.65%	TBD

Fund 20 -- Education Fund YTD (Through Quarter 3 End)

Object	Money Spent	Percentage Spent	Projected End-of-Year Remaining
Salaries	\$ 518,131.00	74.09%	2.30%
Benefits	\$ 102,501.00	74.98%	0%
Purchased Services	\$ 231,926.00	75.29%	TBD
Supplies	\$ 141,622.00	63.88%	TBD
Capital	\$ 88,975.00	58.89%	TBD

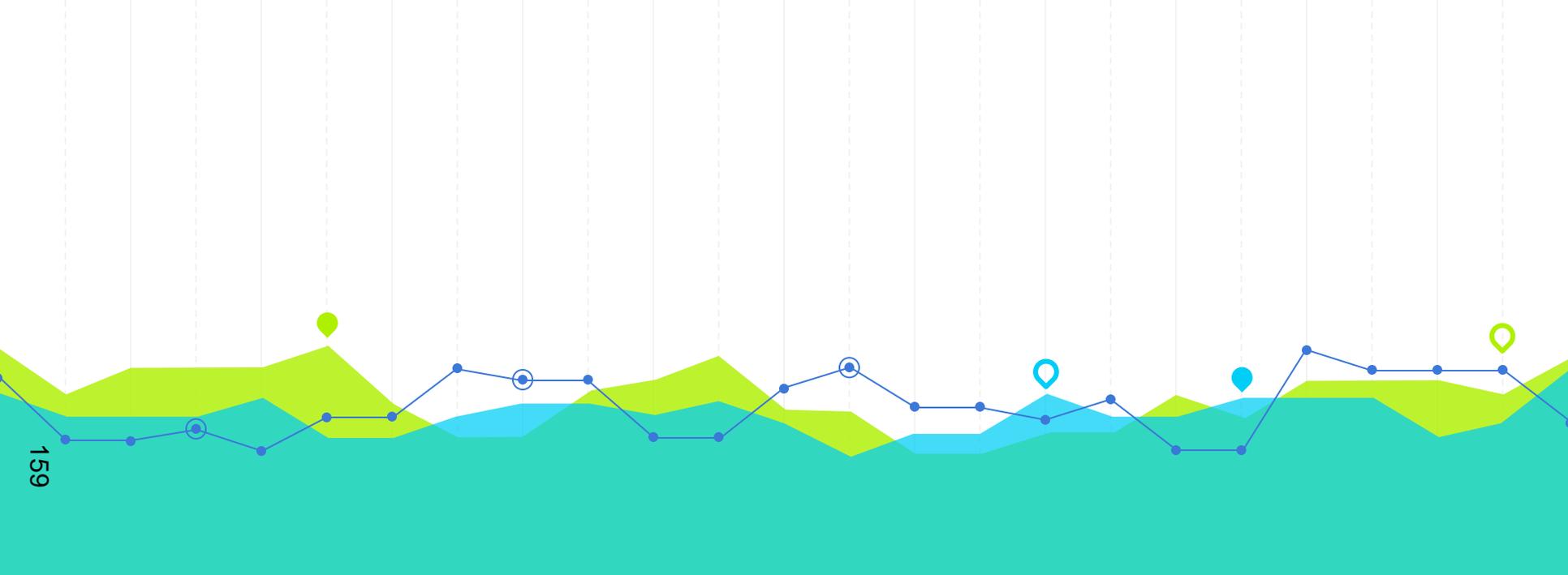
Fund 40 -- Education Fund YTD (Through Quarter 3 End)

Object	Money Spent	Percentage Spent	Projected End-of-Year Remaining
Salaries	\$ 15,894.00	61.13%	TBD
Purchased Services	\$ 848,167.00	63.11%	TBD
Supplies	\$ 53,827.00	63.32%	TBD

NOTES:

Information shows expenses or revenues from July 1 2017 through March 31, 2018 (Cumulative Q1 - Q3)

Projected End-of-Year Remaining is calculated ONLY for items with encumbrances; If not encumbrance it is TBD



# Investigating Revenue Options

Board of Education Presentation - May 9, 2018

# Revenue Investigations

## 1. Why? Sustainable Resources

- Rooted in District BluePrint/Strategic Plan
- Financial Stability
- Responsible Stewards
- Review of Needs

## 2. How? Responsible and Effective Planning

- Identify and Interview Advisors
- Recommendation to Board

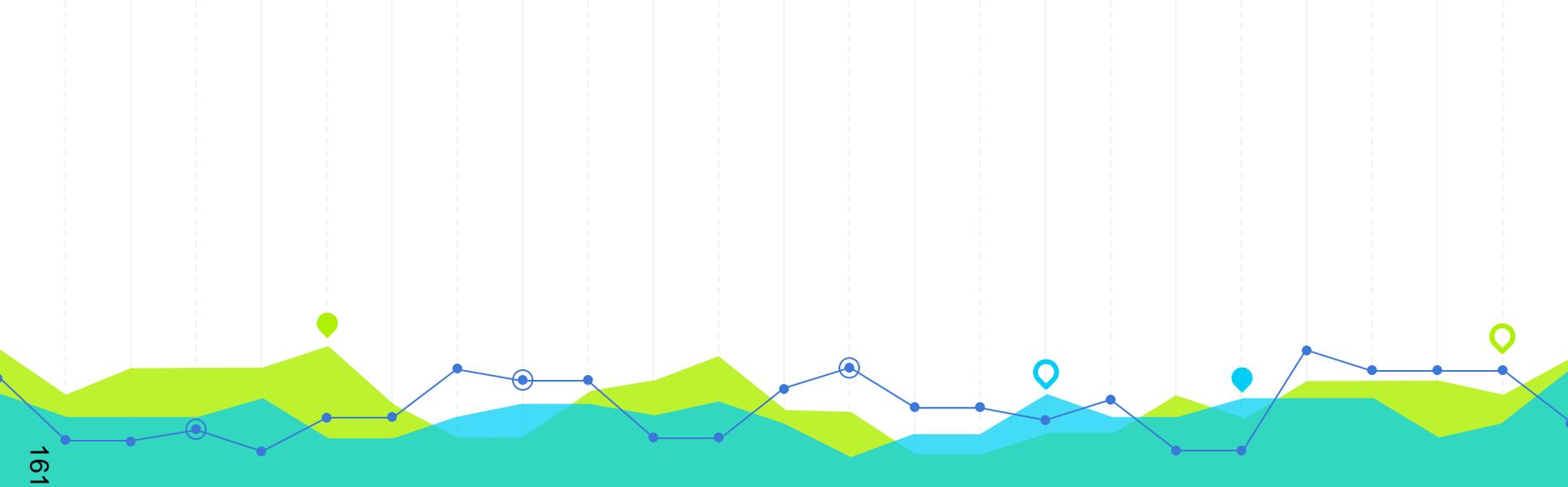
## 3. What? Discuss and Deliberate Options

- Discuss and Deliberate

## 4. When? Plan of Action

- Decide on timeline
- Communicate need to community
- Solicit support





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# Sustainable Resources

1

# Sustainable Resources - Funding and Facilities

162  
**Programming/  
Services**

Reduce

Maintain

Expand

**Maintenance  
and Facilities**

Basic

Moderate

Complete



# Sustainable Resources - Considerations

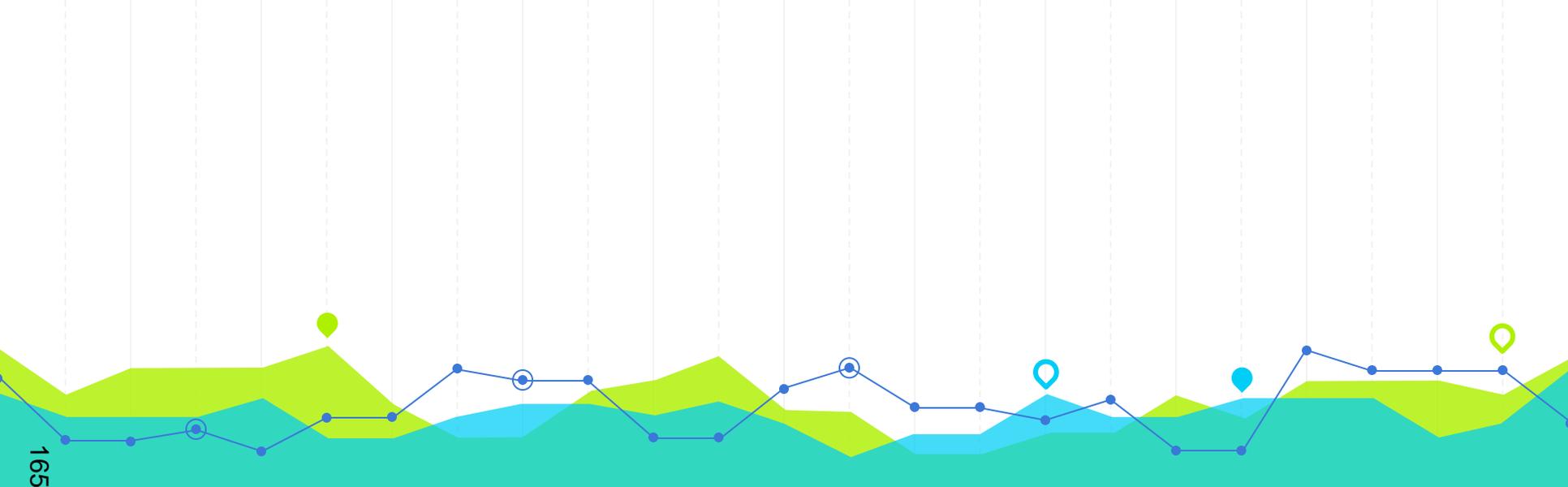
- Currently in stable financial position.
- Costs and expenses are growing faster than revenue.
- Reductions would significantly impact current levels of service and programming.
- Preventative Maintenance and Construction costs increase over time.
- Well positioned to act based on needs assessments, information, and community input.



# Sustainable Resources - Recommendation

Need to pursue revenue increases to support programming and address long range facility needs.

- Programming and services should align to community expectations and needs.
- Plan of action is necessary for sustainable financial planning.
- Need to address facility needs before they become more significant and costly.



# Responsible and Effective Planning

# 2

# Responsible and Effective Planning- Considerations

Pursuing increased revenue is a complex and challenging process.

- Need to demonstrate responsible planning and strengthen trust throughout our community.
- Advisors provide expertise and guidance to the Board through the process to ensure efficacy.
- Process of deliberation and discussion is critical to matching long term objectives to appropriate and realistic funding request.



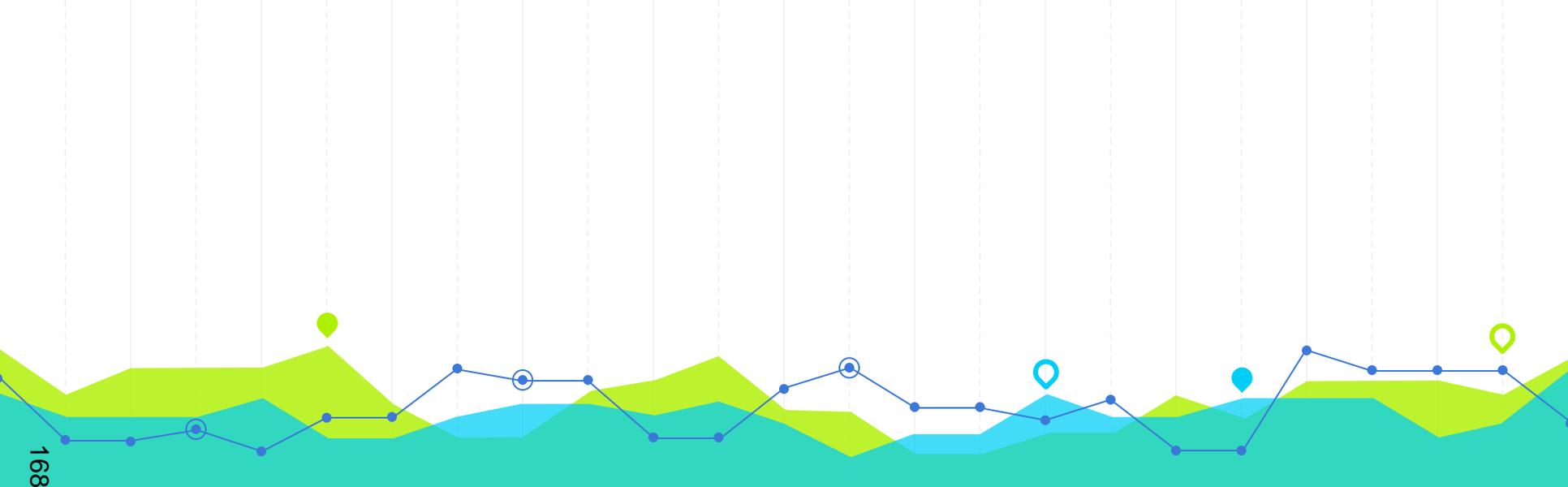
# Responsible and Effective Planning- Recommendation

We recommend selection of Raymond James to support the District through this process of investigation and action.

- Provides flexibility of services
- Integrated supports
- Long-term relationship and positive history with the District

Considered Oppenheimer and PMA Financial Advisors





# Discuss and Deliberate Options

3

# Discuss and Deliberate Options

It is imperative that the Board understands all options and develops a sound rationale for pursuing increased revenue.

- Advisors will provide multiple scenarios based on our needs and current position.
- Board will deliberate and discuss options, seeking refinement and adjustments as necessary.





# Plan of Action

Based on a strong rationale and a responsible request, the Board will determine the appropriate course of action.

- Multiple timeline options will be considered.
- Communications and community outreach planning will be developed.
- Community Task force will be developed to advocate for financial stability of the District.

# Let's Grow Together!

Engage  
Envision  
Enact





**PROSPECT HEIGHTS  
SCHOOL DISTRICT 23**

**STRATEGIC  
PLAN**

**2018 - 2023**



**DRAFT**





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DRAFT



## MESSAGE FROM THE SUPERINTENDENT TO THE DISTRICT 23 COMMUNITY

### Let's Grow Together!

Engage  
Envision  
Enact



Dear Prospect Heights District 23 Community,

It is my honor to present this Strategic Plan as the culmination of a collaborative and intense effort this school year. Setting the vision for the future of the School District is the most important task a Board of Education accomplishes because that sets the course of action and direction for years to come. In August of 2017, we began the process of investigating the strengths, needs and desires of our community. This resulting plan guides the decision making and planning of our District to ensure alignment with this vision for the future. The strategic plan also provides the opportunity to reaffirm our beliefs, values, and expectations as a community and provides the foundation of who we aspire to be as a District.

I thank all of the various stakeholders who participated in the development and refinement of this plan. Whether through the online survey, focus groups, community forums, or work groups, your active participation gave voice and heart to the words within this plan. On behalf of the Board of Education, I thank the representatives from Hazzard, Young and Attea and ECRA Group who facilitated portions of this process and lent third-party, objective data collection and analysis. Lastly, I thank the members of District 23's Board of Education, Leadership Team, District Improvement Team, and Community members who contributed to the writing and revision of our Strategic Plan. I greatly appreciate the commitment of time, talent, and passion that you provided to the benefit of the students, families, faculty, and community of District 23. Let's Grow Together as a community to create opportunities that inspire all students to grow as learners, individuals, and citizens.

Sincerely,

Donald S. Angelaccio Ed.D.

Superintendent of Schools

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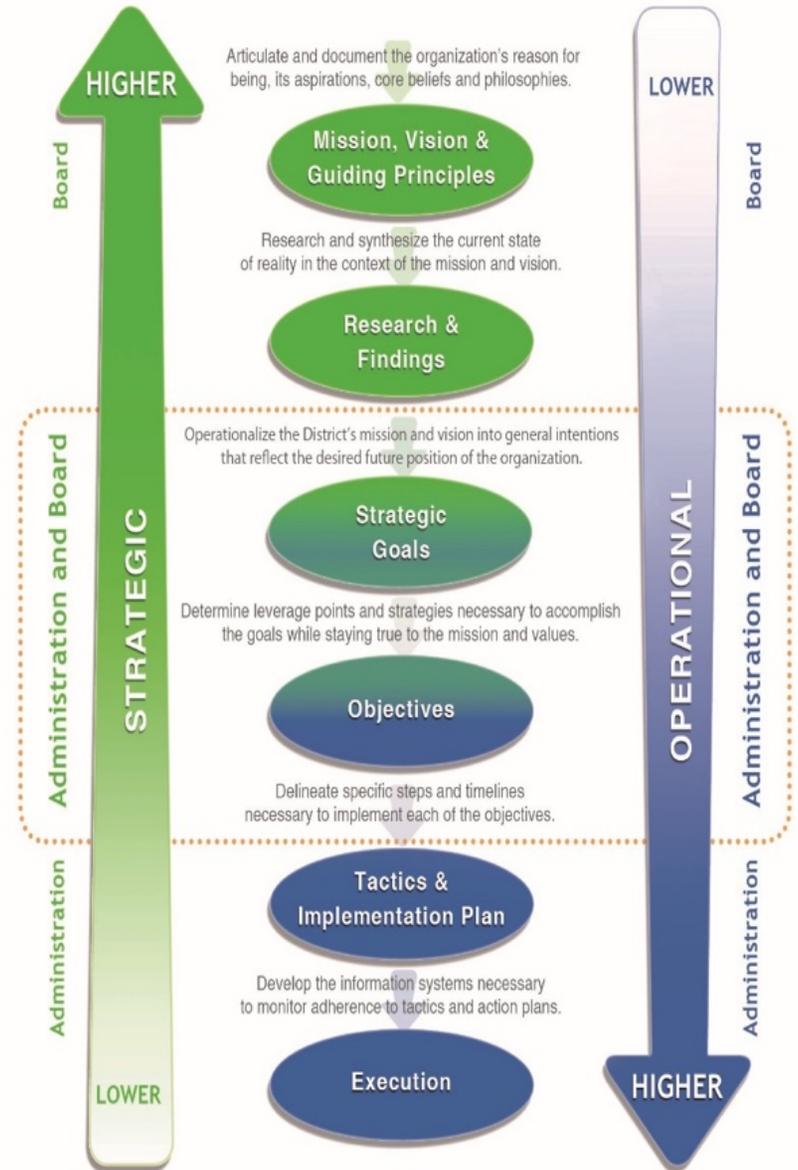
# INTRODUCTION

The strategic planning process in Prospect Heights School District 23 was designed to authentically engage stakeholders – including students, parents, teachers, administrators, staff, and community leaders in articulating District success, values, and priorities for the future.

This document articulates the organization’s mission, vision, guiding principles, portrait of a graduate, as well as the goals and objectives needed to achieve the vision. It provides the framework and guidance for an organization to fulfill its mission with optimal impact and efficiency and defines the roles for strategic and operational responsibilities within the organization. This Strategic Plan provides a foundation from which progress can be measured, priorities established, resources allocated, and communications improved among all stakeholders.



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## MISSION STATEMENT

A mission statement is a statement of the overall purpose of an organization. The mission should say what you do, for whom you do it, and the benefit.

**It is the mission of Prospect Heights School District 23 to:  
Create Opportunities that Inspire ALL students to Grow as  
learners, individuals, and citizens.**



## VISION STATEMENT

A **vision statement** reflects the District's preferred future. Vision statements describe how the future will look if the organization achieves its ultimate aims.

**Prospect Heights School District 23 is a place where:**

**Inspiration and Dedication lead to Student Growth**

**Inspiration + Dedication = Growth**



## GUIDING PRINCIPLES

Guiding principles are the beliefs that set the foundation for how an organization will operate. The principles are accepted guidelines that capture the District’s values and priorities and provide direction for employees as they go about their daily work.

We believe:

Students learn best in a safe, respectful, and inclusive environment.

An engaging and collaborative learning environment is critical to supporting all students.

Social and emotional competencies foster a positive and healthy learning environment.

Growth is enhanced through inspiration, high expectations, and shared responsibility for student learning.

Quality instruction stems from a culture of continuous professional improvement, innovation and support.

Focused and appropriately applied use of technology enhances teaching and learning.

Students grow as citizens when their learning is connected to the community through service.

Our diversity is a strength that creates resilient, socially aware, compassionate citizens.

Goals are accomplished when thoroughly planned, implemented, and supported.

Effective and strategic communication promotes transparency and trust.

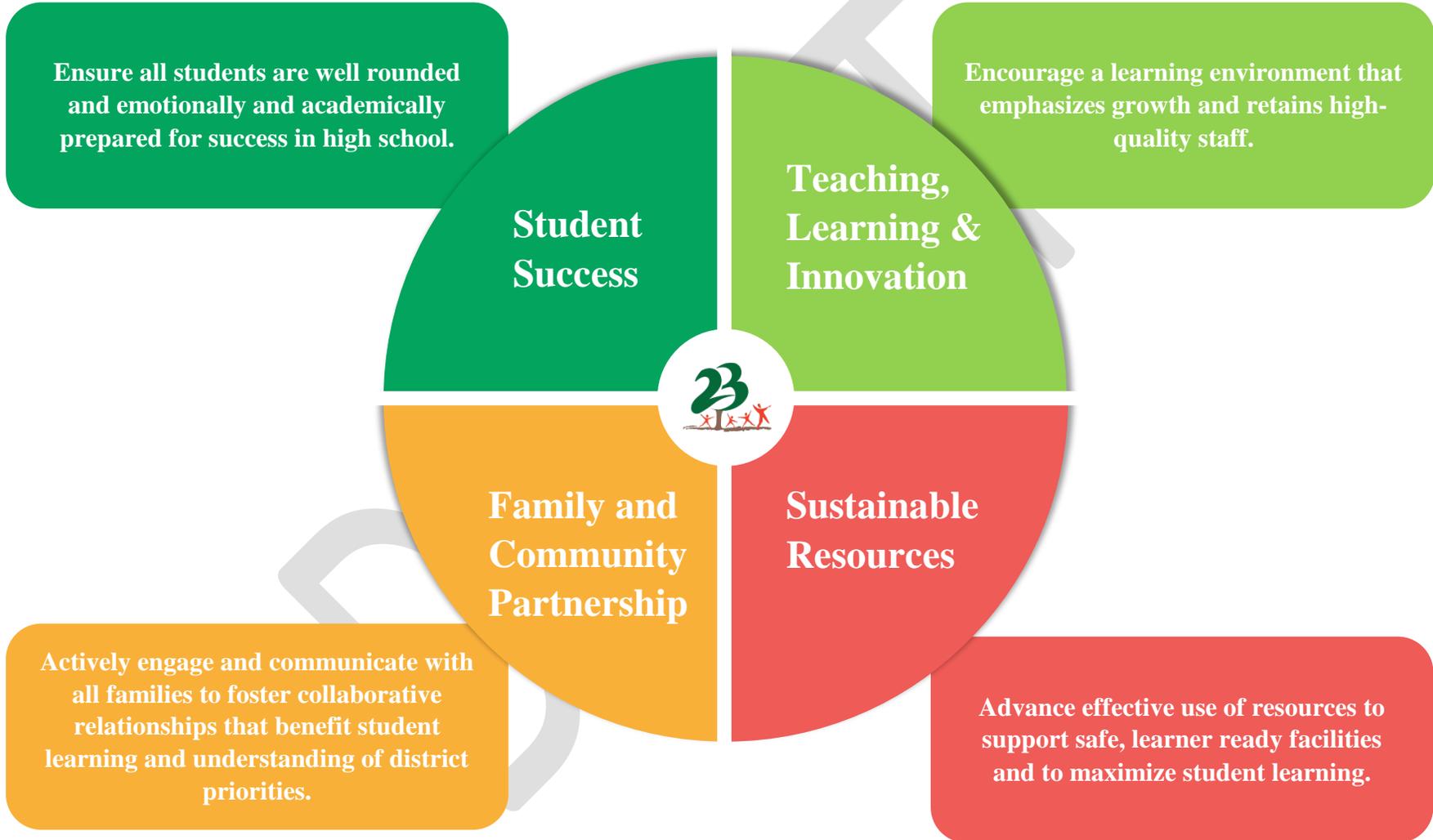
Community members and agencies are essential partners in the achievement of our mission.

A commitment to stable and sustainable fiscal management strengthens our organization and community.

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# STRATEGIC GOALS



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## Prospect Heights School District 23

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**Date:** May 9, 2018

**Title:** Proposed Salary increases for Non-PHEA Employees

**Contact:** Don Angelaccio

---

### Background for Salary Increases for 2018

Salary Increases as a percentage of Non-PHEA payroll	2017-18 Total Salary	Percentage Increase	Total New Salary	Total Increase
Recommended Pay Increases for non-PHEA staff including administration, but excluding Superintendent.	\$2,115,823	3.77%	\$2,195,660	\$79,837

#### Current PHEA Salary Contract Language for 2018-19:

Certified and Non-certified PHEA Staff Members (Non-Higher Wage Earner) will receive 3.75% increases; Certified and Non-certified PHEA members earning \$90,720/year (Higher Wage Earner) will receive an increase equal to 2.00%. ☐

PHEA educational support staff will receive 3.75%.

Non-PHEA/Non Administrative Positions:

Name	Description	FTE	FY19 Salary
Macek, Debra A.	Payroll & Acct. Specialist	1	\$57,098.81
Sorensen, Nancy	Administrative Assistant	1	\$69,235.49
Stephens, Tracy	Business Services Specialist	1	\$51,555.45
Bertosos, Ioannis	Network Manager	1	\$77,127.75
Keopraseuth, Sam	Tech. Support Technician	1	\$40,066.18
Pitts, Deborah L	Application & Data Manager	1	\$60,750.00
Schmidt, Curtis	Maintenance	1	\$90,408.79
Bratko, Tanya L	Physical Therapist	1	\$93,132.23
Craig, Sara	Psychologist	1	\$68,681.46
Emberton, Sheena	Psychologist	1	\$65,707.99
Grafman, Joel	Psychologist	1	\$74,708.30
Lim, Erin	Psychologist	1	\$62,131.00
Stocking, Christie	Occupational Therapist	1	\$73,078.39
Walsh, Patricia	Occupational Therapist	1	\$93,456.96

Non-PHEA Administrative Positions:

Name	Description	FTE	FY19 Salary
Alms, Christopher	Assistant Principal	1	\$86,062.00
Curtis, Craig	Principal	1	\$114,239.36
Lambatos, Lucas	Principal	1	\$127,707.64
Meziere, Traci	Principal	1	\$111,375.60
Nystrom, Camron	Principal	1	\$121,612.50
Lebrecht, Kris	EDP Director	1	\$41,500.00
Rominski, Brian	Director of Buildings and Grounds	1	\$102,258.00
Sroka, Chrystyna	Director of Special Education	1	\$110,317.55
Stavropoulos, Maria	Director of Technology	1	\$103,295.00
Vergil, Carrie Ann	Human Resources Coordinator	1	\$64,428.00
DeBartolo, Micheal A	Assistant Superintendent	1	\$140,425.00
TBD	Assistant Superintendent	1	\$126,500.00

Hourly Employees and starting salary:

Name	Description	FTE	FY19 Salary
Broms, Michelle	Building Office Assistant	0.625	\$19.03/hr
Zawacki, Meredith	Building Office Assistant	0.625	\$23.96/hr
Engstrom, Joanne	Registrar/ Receptionist	0.40	\$18.81/hr
Calcagno, Frank	Operations Support		\$15.25/hr
Existing EDP Supervisor (Cap @ \$14.55/hr)	EDP Supervisor		varies
Starting Rate	EDP Supervisor/ Substitute		\$12.79/hr
Starting Rate	Lunch (Non-PHEA)		\$15.43/hr
Starting Rate	Building Office Assistant/ Part-time Program Assistant		\$18.13/hr
Daily Rate	Substitute Teacher		\$110.00