

**PROSPECT HEIGHTS SCHOOL DISTRICT 23
BOARD OF EDUCATION - REGULAR MEETING
WEDNESDAY, AUGUST 15, 2018
GRODSKY ADMINISTRATION CENTER at 7:00 PM**

Achieving excellence in learning through an equitable education for all.

AGENDA

I. CALL TO ORDER

Kevin Novak, Board President Pro-tem, calls the meeting to order.

II. PLEDGE OF ALLEGIANCE

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. Amy Zaher, Assistant Superintendent of Curriculum and Instruction, and Mr. Micheal DeBartolo, Assistant Superintendent of Finance and Operations.

IV. EXECUTIVE SESSION

I move we adjourn to Executive Session for matters regarding negotiations. We will reconvene the open meeting following this session.

- A. Collective Negotiations -- 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. 5

V. 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.

VI. COMMUNICATIONS

- A. District 214/District 23 Memorandum of Understanding 6
Districts 23 and 214 have entered an agreement to support the Educator Prep program hosted at many feeder Districts.
- B. Ann & Robert H. Lurie Thank You 9
We received a thank you letter for the MacArthur Student Senate fundraiser this past Spring.
- C. Thank you - Sabath 11
- D. Thank you - Sorensen 12

VII. COMMITTEE REPORTS

A. BUILDING AND SITES

Pat will report.

B. I.A.S.B.

Mari-Lynn will report.

C. POLICY

**PROSPECT HEIGHTS SCHOOL DISTRICT 23
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No report.

D. SCHOOL/COMMUNITY RELATIONS:

Brian will report.

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

Carol will Report.

F. FINANCE:

Carol will report.

G. NEGOTIATIONS:

No Report.

VIII. CONSENT AGENDA

The consent agenda includes the minutes from the Regular Board Meeting and Executive Session on June 13, 2018.

I move to approve the Consent Agenda as presented.

- | | |
|---|----|
| A. Approval of Regular Meeting Minutes of July 11, 2018 | 13 |
| B. Approval of the Executive Meeting Minutes of July 11, 2018 | 18 |
| C. Personnel Report | 20 |
| D. Second Reading/Adoption of Policy Revisions | 21 |
| E. Harper College, ECDEC and District 23 MOA for EC Program | 23 |

IX. FINANCIAL REPORT

33

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.

X. SUPERINTENDENT'S REPORT

- | | |
|--|----|
| A. Approval for display of FY19 tentative budget, posting in newspaper and scheduling of public hearing. | 80 |
|--|----|

Micheal has prepared an overview of the tentative budget. You have been provided with the summary and supporting detail. The budget will continue to undergo minor adjustments as we finalize hiring, make insurance adjustments, salary adjustments for new hires, etc. The hearing for the final budget will be held in September. Please contact Micheal or me if you have any questions.

I move to approve the posting of the FY 19 tentative budget, posting it in the newspaper and scheduling a public hearing for September 20, 2018 as presented.

- | | |
|---|--|
| B. Transfer of funds for purposes of lease payments | |
|---|--|

**PROSPECT HEIGHTS SCHOOL DISTRICT 23
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AGENDA

- | | |
|---|-----|
| 1. Apple iPad Lease (Year 3 of 3 -- Anne Sullivan School) | |
| 2. Impact Copier and Printer Lease (All District) | 95 |
| C. Strategic Plan - Strategies and Actions (INFORMATION) | 99 |
| D. Enrollment and Staffing Update (INFORMATION) | 112 |
| E. IASB Fall Conference - (DISCUSSION) | 114 |

The Triple I Conference is scheduled for November 16-18 in Chicago. As in past years, the Board is invited to participate in this professional development opportunity. We will discuss interest and parameters for attendance, as well as preferences for group activities for the weekend.

XI. RECOGNITION OF VISITOR 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.

XII. OLD BUSINESS

- A. Semi-Annual Review of Executive Session Minutes (ACTION)

Mari-Lynn reviewed the Executive Session minutes for the past six months. She is recommending the release of five sessions.

I move that the Executive Session Minutes for January 10, February 14, April 11, May 9, and June 13 of 2018 be made available for public inspection, as they no longer require confidential treatment, and that Executive Session recordings over 18 months old be destroyed.

XIII. NEW BUSINESS

XIV. EXECUTIVE SESSION

- A. Collective Negotiations -- 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.

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

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AGENDA

collaborative thinking around the common interests of District 23.

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

Negotiations Timeline: Proposed 7/11/18; Amended 8/13/18

July 11 BOE Meeting - Share contract and provide timeline overview to the Board

August 15 BOE Meeting - John Fester to meet with Board for introduction, discussion of negotiations philosophy, and to determine preferred process.

- What is our mindset/approach to negotiations?
- Meet and get to know John - he'll share some of his experiences and style
- Need to determine
 - Preferred approach to negotiations - IBB, Traditional, Hybrid
 - Timeline - When do we hope to start and finish? November-April
 - Team - Who is on the committee and who negotiates on the team?
 - Times - What are the parameters for meeting times?

August 27 - Joint Pre-negotiations meeting to discuss preferred process and develop schedule for negotiation/training date.

September BOE Meeting - Overview of topics for consideration and investigation by Insurance and Labor Management Committees.

- What topics does the Board and Admin recommend be jointly evaluated in advance of negotiations?
 - Insurance costs and options, Calendar language, PD options
- What are the Board's desired outcomes?

October BOE Meeting - May require a special meeting: John Fester to Meet with Board to develop financial parameters and desired language/process outcomes.

- Overview of financial implications
- Review of recent negotiated agreements/comparison Districts
- Initial discussion of financial parameters and desired outcomes.

November/December: Begin Negotiations. 2-3 sessions scheduled to address non-economic language issues.

- Refine financial parameters to provide guidance to the negotiations committee.
- Updates to Board on TA and progress each month.

January - Spring: Continue Negotiations on economic and language issues.

March - Tentative Agreement

April - Ratification of new agreement

Memorandum of Understanding

between

Township High School District 214

and

Prospect Heights School District 23

Township High School District 214 (D214) and Prospect Heights School District 23 (D23) agree to work cooperatively in the development of an Educator Prep program for the District 214 and District 23 communities.

Educator Prep is a sequence of courses and experiences developed in cooperation with community partners across primary, secondary and postsecondary education with a goal of developing the next generation of educators. Experiences in *Educator Prep* start as early as freshmen year of high school and can span college graduation and employment as a teacher in a primary or secondary school.

Both institutions recognize that through their collective efforts, new opportunities for learning can be provided to existing students, access and affordability to post-secondary education can be addressed for high school graduates, and future D214 and D23 educators can be better prepared to teach students and be connected with their communities.

With this understanding, the two institutions agree to the following:

1. Both institutions agree to act in support of the Educator Prep.
2. Both institutions agree to program commitments listed in Appendix A.
3. Relationships between D214 and D23 faculty and administration are in the spirit of cooperation and provide the basis for this agreement.
4. Representatives of both institutions agree to meet on a regular basis to assess program needs and changes and other conditions that may affect the nature of this agreement.
5. This agreement does not preclude either institution from making curricular or program changes as it may solely deem appropriate, in which case notice will be given to the operative academic personnel at the cooperating institution.
6. Publications and promotional materials regarding this agreement will be made available to all D214 students and potential students.

- 7. Either D214 or D23 may dissolve this agreement by giving sixty days advance notice to the cooperating institution's Superintendent or Associate Superintendent of Teaching and Learning or their equivalent.
- 8. The agreement is effective with the 2018-19 academic year and is subject to renewal annually.

Township High School District 214

Prospect Heights School District 23

David R. Schuler 7.9.18
 Superintendent Date

Don Angelaccio 6/22/18
 Superintendent Date

 Please indicate the contact within District 23 who will coordinate Educator Prep professional development activities during the 2018-19 school year.

Amy Zaher
 Name

Asst. Superintendent
 Position

AZAHER@D23.ORG
 Email address

(847) 870-5551
 Phone number

APPENDIX A
Partner Commitments

High School District 214

1. Deliver education pathway curriculum at high schools aligned with post-secondary partner opportunities
2. Facilitate coordination of elementary, secondary, and post-secondary partner opportunities
3. Encourage and identify potential program candidates as early as freshmen year of high school
4. Support education-related co-curricular activities for program participants (i.e. Educators Rising)
5. Provide ACT/SAT prep interventions to support participant demonstration of basic skills without needing to take Illinois Test of Academic Proficiency (TAP)
6. Provide financial aid and academic advising counseling for program participants
7. Host pre-service interns from secondary and post-secondary programs
8. Guarantee student teaching placement for program participants
9. Guarantee employment interviews if open positions exist for program participants
10. Support two student professional development events per year for secondary student participants (classroom speaker, interview support, invitation to District PD opportunities, etc)
11. Support two student professional development events per year for post-secondary student participants (classroom speaker, interview support, invitation to District PD opportunities, etc)

District 79

1. Host pre-service interns from secondary and post-secondary programs
2. Guarantee student teaching placement for program participants
3. Guarantee employment interviews if open positions exist for program participants
4. Support two student professional development events per year for secondary program participants (i.e. classroom speaker, interview support, invitation to District PD opportunities, etc)
5. Support two student professional development events per year for post-secondary program participants (i.e. classroom speaker, interview support, invitation to District PD opportunities, etc)

Postsecondary partners

1. Support process and admission of post-secondary program participants/applicants
2. Establish interventions for support for non-traditional students throughout program (study groups, opportunities for collaboration, cohort courses, etc.)
3. Coordinate established points of contact for program participants in postsecondary program with primary/secondary partners
4. Provide financial aid and academic advising counseling for program participants
5. Support a financial model to allow for low-cost/no-debt option for program participants
6. Support dual credit agreements and program alignment to acknowledge work students have completed during coursework at secondary level
7. Provide involvement and support to high school education pathway to ensure program remains relevant to students' postsecondary and career transitions (i.e. dual credit curriculum support, professional development of staff members, updates on licensure and program changes)

June 26, 2018

ISDLAF+ Prospect Heights School District #23
700 North Schoenbeck Road
Prospect Heights, IL 60070-1231

THANK YOU FOR MAKING A DIFFERENCE FOR KIDS!

Your generosity helps Ann & Robert H. Lurie Children's Hospital of Chicago care for more kids, train the next generation of providers and advance the pace of our research. Thank you for joining us as we strive to create a healthier future for every child.

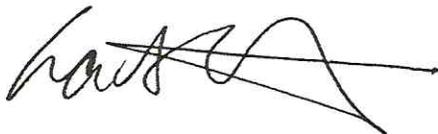
We are providing this document to assist you with tax filing needs for your recent contribution:

Date of Gift: 6/20/2018
Amount: \$4,500.00
Purpose: Children's Fund

In compliance with United States federal tax provisions, this document serves as verification that the tax deductible portion of your gift is \$4,500.00. No goods or services were provided in exchange for your contribution.

We invite you to contact us at 312.227.7520 or fnd-dfs@luriechildrens.org with questions about your contribution.

Thank you for supporting Lurie Children's.



Grant Stirling, PhD
Executive Vice President & Chief Development Officer
Ann & Robert H. Lurie Children's Hospital of Chicago Foundation

Please turn this page over to learn more
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225 East Chicago Avenue, Box 4, Chicago, Illinois 60611-2991 | 312.227.7500 | luriechildrens.org
Ann & Robert H. Lurie Children's Hospital of Chicago Foundation | Stanley Manne Children's Research Institute



Thank You



Thank you for supporting Lurie Children's campaign for every child.

Every day we are pursuing better ways to prevent, diagnose and treat childhood illnesses and support our patients and families. We are on a mission to provide the promise of a cure, the promise of a safer space and the promise of a healthier future for every child. But we can't do it without you. Our donors, advocates and volunteers play a big role and we are lucky to count you among our supporters.

Learn more about the impact of your gift at www.luriechildrens.org/foreverychild.

Discover more ways to give back.



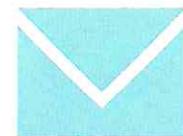
Volunteer or Advocate

If you're interested in volunteering at the hospital we have a variety of roles and projects for every interest and ability. You can also lend your voice by becoming an advocate or social media ambassador.



Fundraise

Encourage your friends and family to join you in supporting Lurie Children's. Whether you want to run a 5K, start a fundraising page to honor a loved one or donate your birthday, the team at Lurie Children's can help help make your efforts a success.



Attend an Event

Show your support for Lurie Children's by attending one of our extraordinary events. From family-friendly athletic events to black-tie galas, there are many opportunities to join us.

For more information visit www.luriechildrens.org/getinvolved.



Dear District 23,

7/29/18

I want to thank you for sending me the beautiful plant when I lost my dad this summer. It sits in my living room and reminds me of my wonderful father. He was always very proud of me for being a teacher. Thank you. Sincerely,
Michelyn Sabath



Dear Board of Education,

I just wanted to say Thank-you
for the Years of Service gift. I
appreciate it more than words can
say! I've always enjoyed working
for D23.

Much obliged,

Nancy



PROSPECT HEIGHTS SCHOOL DISTRICT 23

MINUTES OF THE BOARD OF EDUCATION

Regular Meeting Grodsky Administration Building 7:00 p.m. July 11, 2018

Members Present

Jeff Bowes, Board President
Kevin Novak
Mari-Lynn Peters
Carol Botwinski
Jim Bednar (via phone)
Pat Chester
Brian Greidanus

Members Absent

CALL TO ORDER

Jeff Bowes, Board President, called the meeting to order at 7:02 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Mr. Bednar (via phone), Mrs. Botwinski, Mr. Bowes, Mr. Chester, Mr. Novak, Mr. Greidanus, and Mrs. Peters.

Absent: None

Also Present: Dr. Angelaccio, Superintendent, Dr. Zaher, Assistant Superintendent of Curriculum and Instruction, and Mr. DeBartolo, Assistant Superintendent of Finance and Operations.

RECOGNITION OF VISITORS AND PARTICIPATION

No one addressed the Board.

COMMUNICATIONS

Mrs. Botwinski brought in an Article from the Daily Herald to share with the Board Members, highlighting a surprise retirement party thrown by the Sullivan Students in honor of Ms. Weadley.

COMMITTEE REPORTS

BUILDING AND SITES

Mr. Greidanus gave a brief update. The tuck-point project on the District Office is almost complete. Discussion was held on unexpected problems discovered during the project; action was taken to correct the problem.

I.A.S.B.

No report.

Mrs. Peters gave the Board Members a packet for the School Board Governance Recognition. She encouraged each of the members to review the packet for submission for the Recognition Award.

POLICY

Second reading and adoption of policies discussed last month are included in the consent agenda. With the adoption of the Strategic Plan last month, first read of policies reflecting the new mission and vision language are included under new business.

SCHOOL/COMMUNITY RELATIONS

No report

N.S.S.E.O

Mrs. Botwinski reported on the July Governing Board Meeting. No meeting will be held in July due to all the vacations. Dr. Hackett shared an update on the hiring of new Administrators. In August NSSEO will again offer the safety program for bus drivers.

FINANCE:

Mrs. Peters reported on the finance meeting. Discussed were the funds from PHIL. \$33,162.63 to be moved to a Board of Education account and earmarked for the VIM funds. The Committee went over the FY19 stipends. Administration requested an extra stipend for an Early Childhood Team leader.

The finance committee is asking that the September Board meeting be moved back one week and one day in order to fulfill certain requirements.

NEGOTIATIONS:

No report

CONSENT AGENDA

The consent agenda includes the minutes from the Regular and Executive Session Meetings of June 13, 2018, as well as the personnel report and approval of Policy Changes.

Motioned by Mrs. Peters, seconded by Mrs. Botwinski to approve the consent agenda as presented. Motion followed by a vote of 5 Ayes (Greidanus, Peters, Botwinski, Bowes, and Chester), 0 Nays, 2 Abstain (Bednar (via Phone), and Novak).

FINANCIAL REPORT

Mr. Chester reviewed the bills this month, discussions followed voicing concern for various payments. The Administration satisfactorily give an explanation for all the payments questioned.

Motioned by Mr. Chester, seconded by Mrs. Peters to approve the financial report as presented. Motion followed by a vote of 7 Ayes

(Greidanus, Peters, Bednar (via Phone), Botwinski, Bowes, Chester, and Novak), 0 Nays

**SUPERINTENDENT'S
REPORT**

Approval of Tuition Reimbursement

Dr. Angelaccio presented the tuition report. In the faculty contract, certified staff are eligible to receive reimbursement for further schooling. This period totaled \$5, 075.00. Reimbursement was funded through the Title II Grant.

Motioned by Mr. Novak, seconded by Mr. Chester to approve the Tuition Reimbursement Report as presented. Motion followed by a vote of 7 Ayes (Greidanus, Peters, Bednar (via Phone), Botwinski, Bowes, Chester, and Novak), 0 Nays

Approval of the 2018-19 Stipends and Extra-Duty Allocations

A list of stipends and extra-duty assignments for the FY19 school year, as well as the dollars to be paid based on the PHEA collective bargaining agreement were discussed. A new stipend proposed is the addition of a Team Leader for the Early Childhood Program.

Motioned by Mrs. Peters, seconded by Mr. Greidanus to approve 2018-2019 Stipends and Extra Duty Allocations as presented. Motion followed by a vote of 7 Ayes (Greidanus, Peters, Bednar (via phone), Botwinski, Bowes, Chester, and Novak), 0 Nays

Revenue Options

The Board discussed the revenue option recommended by Ms. Hennessy last month. The Boards' goal is to have a clear picture on what needs to be accomplished, and a timeline. The Board is very adamant about staying fiscally responsible. Discussions about issuing bonds were held with an overview of bonds from previous years

.

Every Student Succeeds Act Overview

Dr. Angelaccio gave a presentation to provide context to the Board regarding the new Every Student Succeeds Act (ESSA) and Evidence Based Funding (EBF) model that will take effect in July. Both pieces become effective July 2018 while NCLB is going away. There will be challenges with the new system. The District will be accountable for all students and subgroups. Discussion followed, explaining the new 4 Tiers of performance for schools accountability. In October the newspapers will come out with the low performing schools in the area.

Mr. Bednar arrived at 8:40 p.m.

Approval of Designation of Funds for Vocal Instrumental Music Program.

Mr. DeBartolo explained the accounting firm recommended the District move the remainder of the monies from the PHIL dissolution funds (\$33,162.63) into a BOE account, as it was a donation to the District. Therefore, Administration recommends using the money received from the PHIL dissolution, to the VIM program, or the final audited figure if different.

Motioned by Mrs. Peters, seconded by Mrs. Botwinski to approve the Designation of funds go to the Vocal Instrumental Music program. Motion followed by a vote of 7 Ayes (Greidanus, Peters, Bednar, Botwinski, Bowes, Chester, and Novak), 0 Nays

RECOGNITION OF VISITORS AND VISITOR PARTICIPATION

No one addressed the Board.

OLD BUSINESS

None

NEW BUSINESS

Semi-Annual Review of Executive Session Minutes.

Mrs. Peters will come to the District to review with Dr. Angelaccio the Executive Session Minutes of the Board, to decide which can be made public.

Motioned by Mr. Bowes seconded by Mr. Novak to appoint the Secretary to conduct a semi-annual review of the Executive Session Minutes and also review the audio recordings of the closed meetings. Motion followed by a voice vote of 7 Ayes (Greidanus, Peters, Bednar, Botwinski, Bowes, Chester, and Novak), 0 Nays

Policy First Reading

1:30 School District Philosophy

6:10 Educational Philosophy and Objectives will be brought back next month for discussion and approval

September Board Meeting Date Change

Administration requested the September Board Meeting date be moved back one week plus one day to comply with the required posting time related to adopting the budget. The recommendation is to set Thursday, September 20, 2018. All Board members agreed.

EXECUTIVE SESSION

Motioned by Mrs. Botwinski, seconded by Mr. Bednar to move to executive session for matters regarding personnel. There will be no action after Executive Session. Motion followed by a vote of 7 Ayes (Greidanus, Peters, Bednar, Botwinski, Bowes, Chester, and Novak), 0 Nays

OPEN SESSION

Motioned by Mrs. Botwinski, seconded by Mr. Novak to return to open session at 10:14 p.m. Followed by 7 Ayes (Botwinski, Greidanus, Peters, Chester, Bednar, and Novak). 0 Nays

ADJOURN

Motioned by Mrs. Botwinski, seconded by Mr. Novak to adjourn at 10:14 p.m. Followed by 7 Ayes (Botwinski, Greidanus, Peters, Chester, Bednar, and Novak). 0 Nays

Board President

Board Secretary



PROSPECT HEIGHTS SCHOOL DISTRICT 23

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

Executive Session Administration Building 9:27 p.m. – 10:14 p.m. July 11, 2018

Members Present

Jeff Bowes, Board President
Mari-Lynn Peters
Kevin Novak
Carol Botwinski
Jim Bednar
Brian Greidanus
Pat Chester

Members Absent

ROLL CALL AND VISITORS

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

NEGOTIATIONS

Discussed negotiations time-line.

PERSONNEL

Discussed vacation accrual and vacation roll over policies.

LITIGATION

Studio GC and the engineers for the HVAC geothermal project have signed tolling agreements.

ADJOURNMENT

Motion moved by Mrs. Botwinski and Mr. Novak seconded the motion to return to Open Session at 10:14 p.m. Motion carried by a roll call vote of 7 AYES (Mrs. Botwinski, Mr. Bowes, Mr. Greidanus, Mrs. Peters, Mr. Chester, Mr. Bednar, Mr. Novak).

Nays; 0

ABSENT: 0

Board President

Board Secretary

SCHOOL DISTRICT ORGANIZATION

1:30 School District Philosophy

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

Prospect Heights School District 23 is a place where: Inspiration and Dedication lead to Student Growth.

We Believe:

- Students learn best in a safe, respectful, and inclusive environment.
- Students grow as citizens when their learning is connected to the community through service.
- An engaging and collaborative learning environment is critical to supporting all students.
- Our diversity is a strength that creates resilient, socially aware, compassionate citizens.
- Social and emotional competencies foster a positive and healthy learning environment.
- Goals are accomplished when thoroughly planned, implemented, and supported.
- Growth is enhanced through inspiration, high expectations, and shared responsibility for student learning.
- Effective and strategic communication promotes transparency and trust.
- Quality instruction stems from a culture of continuous professional improvement, innovation and support.
- Community members and agencies are essential partners in the achievement of our mission.
- Focused and appropriately applied use of technology enhances teaching and learning.
- A commitment to stable and sustainable fiscal management strengthens our organization and community.

CROSS REF: 6:10 (Educational Philosophy and Objectives)

ADOPTED: August 15, 2018

Prospect Heights School District 23

INSTRUCTION

6:10 Educational Philosophy and Objectives

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 inspire ALL students to be:

- Academically Skilled and Prepared for High School
- Problem Solvers and Critical Thinkers
- Growth Minded and Resilient
- Personally and Socially Responsible
- Kind, Caring and Empathetic
- Flexible and Creative Thinkers
- Well-Rounded and Actively Involved
- Communicators and Collaborators

The District 23 Educational program will 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.

CROSS REF: 1:30 (School District Philosophy), 3:10 (Goals and Objectives), 6:15 (School Accountability), 7:10 (Equal Educational Opportunities)

ADOPTED: August 15, 2018

Memorandum of Understanding

between

Harper College and Preschool for All Expansion Partnership-School District 23

A. Introduction and Purpose

By this Memorandum of Understanding (“MOU”), Harper College, an Illinois public community college organized and operating under the Public Community College Act (110 ILCS 805/1-1 *et seq.*) and other applicable Illinois statutes, through its Learning and Career Center (“LCC”), located at 1375 S. Wolf Rd, Prospect Heights, IL, and the Preschool for All Expansion Partnership for Prospect Heights School District 23, “PFAE-D23” (a partnership separately defined in the Memorandum of Understanding “Interagency Agreement between Prospect Heights School District 23 and Early Childhood Developmental Enrichment Center (ECDEC),” and which is comprised of two organizations: Prospect Heights School District 23, whose offices are located at Grodsky Administration Center, 700 N. Schoenbeck Rd. Prospect Heights, IL 60070, and The Center, Resources for Teaching and Learning/ECDEC, located at 2626 S Clearbrook Dr, Arlington Heights, IL 60005 (each a “Party” and collectively the “Parties”) commit to collaborate to ensure access to education for low-income area preschool children as well as to provide cross-generational support, including LCC academics and confidential wraparound services provided on-site. The Parties share the goals of deepening and broadening service delivery, and continuous educational and economic improvement within the community.

The purpose of this MOU is to identify the Parties’ roles and responsibilities in planning and implementing a functional, integrated service delivery system. In consideration of these recitals, and their respective undertakings pursuant to the terms and conditions of this MOU, the Parties agree as follows:

B. Mutual Rights and Responsibilities

1. Collaboration between the Parties and respect for the important role that each Party plays in the community are important to the success of this initiative. PFAE-D23 employees and agents will conduct themselves according to Harper College Policies and Procedures in performing their responsibilities and rendering services under this MOU, recognizing the authority of Harper College officials to manage the LCC site environment and working with them to positively support that environment. Harper College reserves the right to request any employee of PFAE-D23 be removed from providing services under this MOU for reasonable cause to be determined in Harper College’s sole discretion.

Memorandum of Understanding

between

Harper College and Preschool for All Expansion Partnership-School District 23

2. Nothing in this MOU is intended or shall be deemed to constitute a partnership or joint venture of any kind between the Parties, nor constitute any Party the agent of the other Party for any purpose. Neither Party shall have authority to act as agent for the other in any way.

3. Harper College through its LCC and PFAE-D23 agree to:

- Record and share with one another those reports referencing program impact, including PFAE-D23 grant reports and instances of parental enrollment in LCC or Harper College academic programs;
- Cross-promote services through joint marketing efforts and referrals;
- Develop a protocol to respond to calendar conflicts as well as unexpected closures
- Develop a protocol for referrals to third-party service providers with the intent to maintain standards of accepted legal practices, indemnification, and Equal Opportunity as referenced in this MOU;
- Send an appropriate representative or representatives to meetings regarding program progress;
- Designate by name or position title an individual to serve as the administrative liaison for purposes of communicating information to the other Party required for collaboration.

C. Responsibilities of the LCC

The LCC agrees to provide:

- Building access when paid Harper College staff are on-site, unless prior arrangements are made for access at other times;
- Dedicated classroom space for PFAE-D23's preschool program, including phone;
- Dedicated area for gross motor activities;
- Dedicated office space (private or shared may vary) with dedicated storage;
- Free Wi-Fi, but no access to Harper College networks including networked printers
- Access to common areas such as kitchenette and student lounge; and
- Access to and use of conference rooms and classrooms based on availability.

Memorandum of Understanding
between
Harper College and Preschool for All Expansion Partnership-School District 23

D. Responsibilities of PFAE-D23

PFAE-D23 agrees to provide services of the types described in the Partner Profile in Exhibit A attached to this MOU. The Parties affirm that the services which PFAE-D23 is to provide at the LCC are intended to be rendered to preschool children and by extension to promote the Parties' efforts to increase access to education and enhance community engagement, including promoting academic pathways and wraparound services to parents. PFAE-D23 further agrees to:

- Maintain a staff presence within the LCC according to the days/times mutually agreed upon;
- Give 30 days' advance written notice to Harper College of any change to schedule or services;
- Adhere to policies and procedures outlined in Harper College *Facilities Usage Regulations*, located in Section D of the Harper College *Facilities Usage Manual*;
- Share the D23 Parent-Student Handbook and District calendars
- Seek permission and assistance via the LCC Supervisor and Harper College Facilities department to install any equipment or modify any LCC area
- Provide any technology needed for service delivery, including but not limited to computer equipment and printer/copier;
- Identify any fees charged by PFAE-D23 to patrons of LCC as charges of PFAE-D23 delivering services under this MOU;
- Reimburse Harper College for repair and replacement of any College property damaged at the LCC program site that occurs as a consequence of use by PFAE-D23 in delivery of service under this MOU; and
- Provide proof of property damage and liability insurance for PFAE-D23 services to be rendered and staff to be present at the LCC.

E. Persons Authorized to Act on Behalf of Parties in Implementing the MOU

Except as to approval, termination, or amendments of this MOU, which shall require approval of the Board of Education for District 23, the governing body of The Center: Resources for Teaching and Learning/ECDEC, and the Provost of Harper College, actions to be taken by a "Party" or "Parties" under the provisions of this MOU shall be implemented under the direction, respectively, of the LCC Supervisor and of the managers of the PFAE-D23 partnership, ECDEC Project Director and District 23 Superintendent or

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his/her designee, respectively, who are also authorized to effect, in consultation with one another, such routine adjustments of operations as may be needed to achieve the intended objectives of the MOU, and who are empowered to escalate any matters requiring executive decision-making to signatories of this MOU.

F. Confidentiality

All services provided by PFAE-D23 to students, employees, and visitors to the LCC will be kept confidential except as otherwise allowed under applicable state and federal laws, including the Family Educational Rights and Privacy Act (FERPA).

G. Indemnification

Each Party (the "Indemnifying Party") shall indemnify, defend, and hold harmless the other Party and its governing board, board members individually, officers, administrators, employees, agents, representatives and volunteers (the "Indemnitees"), from and against any and all claims, demands, causes of action, losses, liabilities and damages, including reasonable attorneys' fees and court costs, that one or more of the Indemnitees may incur, to the extent arising from any negligent act or omission of the Indemnifying Party or any of its agents or employees.

Insurance

PFAE-D23 Insurance Requirements. PFAE-D23 shall procure and maintain such insurance, listed below, and shall protect PFAE-D23 and College where noted or required below from claims for personal injury, bodily injury and/or property damage which may arise from operations under this MOU. Both PFAE-D23 and any Contactors or third parties providing services at LCC are to provide insurance for Commercial General Liability Insurance, Business Automobile Liability Insurance, and Worker's Compensation/Employer's Liability Insurance. Coverage shall be purchased and maintained from an Admitted Carrier with a minimum AM Best rating of A- and authorized to transact business in the state of Illinois. Certificates of insurance and policy endorsements will show evidence of coverage and for items 1 through 5 below, shall name both parties including the Board of Trustees of the College, officers, employees, volunteers, and affiliates as additional insureds on a primary and noncontributory basis. PFAE-D23 will provide the College copies of Certificates of Insurance, along with policy declarations and

Memorandum of Understanding

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Harper College and Preschool for All Expansion Partnership-School District 23

required endorsements, confirming the types and amounts of coverage and indicating the status of additional insured as required herein. Further, any policies written on a “claims made” basis must be maintained for a period of three (3) years beyond the termination of this Agreement.

1. Commercial General Liability Insurance Coverage – minimum amount of \$1,000,000 per occurrence and \$2,000,000 general aggregate limit for bodily injury and property damage. Includes coverage for: a) Premises and operations liability, b) Personal Injury and advertising liability, c) Contractual liability coverage, and d) Sexual Abuse/Molestation Coverage- with \$1,000,000 for each wrongful act.
2. Employment Practices Liability Insurance Coverage – minimum amounts of \$1,000,000 for all employees of the PFAE-D23 engaged in work under this MOU.
3. Worker’s Compensation/Employer’s Liability with limits of liability not less than: Worker’s Compensation Statutory Benefits, Employer’s Liability \$500,000 bodily injury by accident, \$500,000 Disease–Each employee, \$500,000 Disease – Aggregate.
4. Professional Liability Insurance- minimum limits of \$1,000,000 per claim and \$2,000,000 annual aggregate shall be required of any employees or individuals contracted by PFAE-D23 to provide professional services.
5. Automobile Liability Insurance– minimum combined single limit of \$1,000,000.

College’s Insurance Requirements. College shall procure and maintain the following insurance:

1. All Risk Property Insurance covering real and personal property owned by the College for the replacement cost value of such property on an “all risk” basis.
2. A Combination of Comprehensive General liability Insurance and Excess (Umbrella) Coverage to include personal injury, bodily injury, broad form property damage, operations hazard, independent contractor’s coverage, contractual liability and products and completed operations liability that is currently maintained by the College.
3. Worker’s Compensation and Employer’s Liability Insurance in form and amount as required by law. It is understood and agreed that the College may provide some or all the above referenced coverage through a funded self-insurance program in lieu of purchasing commercial insurance.

Payment of Insurance Premiums. Premiums for insurance required under this Agreement shall be Operating Expenses of PFAE-D23, except to the extent that the insurance is obtained by the College as part of a policy that covers the space at LCC and other operations of the College generally, and except to the extent of PFAE-D23 insurance coverage which is not specific to and applicable only to this MOU and PFAE-D23 operations at LCC.

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Harper College and Preschool for All Expansion Partnership-School District 23

Notice of Incident or Injury. PFAE-D23 agrees to provide written immediate notification to College of any incident involving bodily injury or property damage occurring at Harper College-LCC premises or surrounding areas or involving any PFAE-D23 program or activity. PFAE-D23 must maintain written or permanent electronic record of injuries occurring in the course of the operation, to be made available to College upon request. However, it is understood that such injuries will not be immediately reported to College unless the injury is serious in nature or unless it is believed that a claim against PFAE-D23 and/or College may result. PFAE-D23 shall consult with the College to determine the types of injuries that should be immediately reported to the College, as well as the appropriate form, format, and level of content in such records and reports.

H. Term of Memorandum of Understanding

This MOU commences on August 15, 2018, and will remain in effect until June 15, 2019 with the intention of renewal for subsequent annual timeframes. Either Party may propose changes to the MOU at any time. Any such change will become effective only if agreed to in signed, dated writing by an authorized representative of each Party identified in Paragraph E. above, specifically referring to this MOU.

I. Notices

The Parties shall direct any written notice required to be provided to one another under this MOU to their respective representatives as follows:

To Harper College at:

Jennifer Brennan
Supervisor
1375 S. Wolf Rd.
Prospect Heights, IL 60070

and to representatives of PFAE-D23:

To Early Childhood Developmental Enrichment Center (ECDEC) at:

Kristen Ford
Project Director
2626 S Clearbrook Dr.
Arlington Heights, IL 60005

To Prospect Heights School District 23 at:

Chrystyna E. Sroka
Special Education Director
700 N. Schoenbeck Road
Prospect Heights, IL 60070

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J. Governing Law

This MOU shall be governed by and construed in accordance with the laws of the State of Illinois.

Signatures

Representative of Harper College:

Name: Judith Marwick

Title

Date

Representatives of PFAE-D23:

Prospect Heights School District 23

The Center, Resources for Teaching and Learning/ ECDEC

Name:

Name: Lisa Groff

Title

Title

Date

Date

Memorandum of Understanding

between

Harper College and Preschool for All Expansion Partnership-School District 23

EXHIBIT A

PARTNERSHIP PROFILE

FOR OFFICE USE ONLY

Last updated: ____/____/____

Date of initial occupancy: ____/____/____

Keys – Type, date, recipient: _____

LCC onboarding trainer, trainee, and date: _____

Other notes: _____

1. ORGANIZATIONAL INFO

Organization Name: _____

Street Address: _____

Phone: _____

Principal email: _____

2. STAFF INFO *Mark designees for LCC Partner meetings with (*)*

On-site Staff: Name, Title, Email, Daytime phone:

Staff Supervisor: Name, Title, Email, Daytime phone:

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Harper College and Preschool for All Expansion Partnership-School District 23

3. LOGISTICS INFO

LCC Office number:

Current schedule: *(Note: office may be shared off-shift with another partner, if 2 weeks' notice is given.)*

Day	Start	End	Hrs./day	Notes
M				
T				
W				
R (Thurs)				
F				
Total Days		Total Hours		

4. SERVICES INFO:

1) Describe the primary population/s you expect to serve on-site at LCC:

2) What types of social services do you plan to provide on-site?

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3) Do you have any eligibility criteria? (age, immigration status, income etc.)

4) For services you do not offer, what organizations do you refer clients to, and what do they provide?

5) Please share your process for taking walk-ins and/or setting appointments.

6) Target contact hours per month _____

7) Target headcount per month _____



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

Date: August 10, 2018

Subject: Formal payment of bills from July 17, 2018 to August 14, 2018 Pursuant to BOE Weekly Bill Payment Resolution Approved 5/9/2018

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

Pursuant to the Bill Payment Resolution for FY 2019 approved at the May 9, 2018 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 July 17, 2018, through August 14, 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 July 2018 AND the insurance benefit payments made for July 2018.

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



Prospect Heights School District 23
Board Memorandum
Action/Discussion Item

Date: August 6, 2018

Subject: Salaries and Benefits Paid July 2018

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

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

July 2018 Payroll and Insurance Information

July 15, 2018 Payroll

Hourly	\$ 21,358.63
Salary	\$ 99,087.78
Total	\$120,446.41

July 30, 2018 Payroll

Hourly	\$ 27,392.76
Salary	\$ 99,008.20
Total	\$126,400.96

Total July 2018 Salaries **\$246,847.37**

Total July 2018 Insurance **\$234,804.03**

Total July 2018 Salary and Insurance **\$481,651.40**

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1017

07/17/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Advanced Fire Protection and Safety Inc.						
Check Group:						
Annual Fire Sprinkler Wet Pipe Testing @ Sull/Mac/Ike		3	190057	3181 6/20/2018	20.5.0000.2542.319.01.0000 Professional Services	\$375.00
Annual NFPA 10 Fire Extinguisher Testing @ Ike		19	190057	3181 6/20/2018	20.5.0000.2542.319.01.0000 Professional Services	\$95.00
Fire Extinguisher 6 Year Certification & Internal Testing		2	190057	3181 6/20/2018	20.5.0000.2542.319.01.0000 Professional Services	\$30.00
Annual RPZ Backflow Testing		13	190057	3181 6/20/2018	20.5.0000.2542.319.01.0000 Professional Services	\$1,300.00
Check #: 0						
PO/InvoiceTotal:						\$1,800.00
Vendor Total:						\$1,800.00
American Taxi	05741					
Check Group:						
Transportation for Mckinney-Vento-6/4-6/7/18		8	0	180615 7/2/2018	40.5.0000.2900.331.01.0000 Transportation - Homeless	\$336.00
Check #: 0						
PO/InvoiceTotal:						\$336.00
Vendor Total:						\$336.00
Arlington Heights Garibaldis						
Check Group:						
ESY Planning meeting-5/31/18-FY2017-2018		1	0	GarESYx5.30.18 5/30/2018	10.5.0000.6000.000.00.0000 Provision for PRIOR YEAR Contingencies	\$53.00
IKE-Young Athletes - FY 17-18		1	0	GARikex5.23.18 5/23/2018	10.5.0000.6000.000.00.0000 Provision for PRIOR YEAR Contingencies	\$248.00
ESY - FY 17-18 (PO 180979)		1	0	GARikex6.1..18 6/11/2018	10.5.0000.6000.000.00.0000 Provision for PRIOR YEAR Contingencies	\$102.00
Sullivan Literacy Workshop working lunch - FY 17-18		1	0	GARikex6.8.18 6/8/2018	10.5.0000.6000.000.00.0000 Provision for PRIOR YEAR Contingencies	\$82.99

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1017

07/17/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
						PO/InvoiceTotal: <u>\$485.99</u>
						Vendor Total: <u>\$485.99</u>
AssetGenie, Inc						
Check Group:						
Repair for ipad air 2 broken home button		2 0		1299889 6/18/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$118.00
Repair for ipad air 2 broken home button		1 0		1300983 6/21/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$59.00
Repair for ipad air 2 broken home button		1 0		1300985 6/21/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$59.00
Repair for ipad air 2 stuck volume up button - FY 17-18		1 0		1301584 6/25/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$59.00
Repair for ipad air 2 broken volume down button - FY 17-18		1 0		1301593 6/25/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$59.00
Repair for ipad air 2 broken volume up button - FY 17-18		1 0		1301915 6/28/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$59.00
Repair for ipad air 2 broken volume button - FY 17-18		1 0		1302498 6/28/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$59.00
Repair for ipad air 2 broken home button - FY 17-18		1 0		1302516 6/28/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$89.00
Repair for ipad air 2-black line on left side of lcd		1 0		1303169 7/2/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$219.00
Repair for ipad air 2-bad backlight and lcd		1 0		1303169 7/2/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$219.00
Repair for ipad air 2-broken rear camera		1 0		1303170 7/2/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$219.00
Repair for ipad air 2-black circle on screen		1 0		1303994 7/5/2018	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: 1017

07/17/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Repair for ipad air 2-black lines		1	0	1303995 7/5/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$219.00
					Check #: 0	
						PO/InvoiceTotal: \$1,656.00
						Vendor Total: \$1,656.00
AT & T Mobility	71927					
Check Group:						
Monthly Charges 5/20/18-6/19/18		1	0	827020302x7.14. 18 7/13/2018	10.5.0000.2630.341.01.0000 Telephone/Network	\$121.92
					Check #: 0	
						PO/InvoiceTotal: \$121.92
						Vendor Total: \$121.92
Balla, Stacy						
Check Group:						
Tuition reimbursement - Stacy Balla-National Louis		1	0	SBreimbx7.18 7/12/2018	10.5.0000.2640.230.01.0000 Teacher/Principal Tuition	\$450.00
					Check #: 0	
						PO/InvoiceTotal: \$450.00
						Vendor Total: \$450.00
Discovery Education	01212					
Check Group:						
Discovery Ed Streaming K-8 License		1	190012	DiscEdx3.26.18 6/13/2018	10.5.0000.1110.316.01.0000 Elem Contracted Software Services (District)	\$1,600.00
					Check #: 0	
						PO/InvoiceTotal: \$1,600.00
						Vendor Total: \$1,600.00
Frontline Technologies Group, LLC						
Check Group:						

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Voucher Detail Listing

Voucher Batch Number: 1017

07/17/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Professional Learning Management, unlimited usage for internal employees 8/1/2018-6/30/2019		1	0	13645x7.13.18 7/9/2018	10.5.0000.2640.316.01.0000 Contracted Software/Websites	\$2,365.17
Professional Learning Management		1	0	13645x8.1.18 6/29/2018	10.5.0000.2640.316.01.0000 Contracted Software/Websites	\$2,457.68
Check #: 0						
PO/InvoiceTotal:						\$4,822.85
Vendor Total:						\$4,822.85
Ginsberg, Michelle						
Check Group:						
Tuition Reimbursement - Michelle Ginsberg - National Louis		1	0	MGreimbx7.18 7/12/2018	10.5.0000.2640.230.01.0000 Teacher/Principal Tuition	\$450.00
Check #: 0						
PO/InvoiceTotal:						\$450.00
Vendor Total:						\$450.00
Grischow, Sherrie						
Check Group:						
Tuition reimbursement - Sherrie Grishow - Augustana		1	0	SGreimbx7.18 7/12/2018	10.5.0000.2640.230.01.0000 Teacher/Principal Tuition	\$575.00
Check #: 0						
PO/InvoiceTotal:						\$575.00
Vendor Total:						\$575.00
GSF USA, Inc.						
Check Group:						
2 Summer Custodians @ Sullivan		1	190061	IN522758 7/9/2018	20.5.0000.2542.101.01.0000 Summer Workers	\$2,750.00
Check #: 0						
PO/InvoiceTotal:						\$2,750.00
Vendor Total:						\$2,750.00
Hauser Izzo, LLC	00458					

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1017

07/17/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Professional Services Rendered 6/19/18		1	0	21585 7/6/2018	10.5.0000.2369.318.01.0000 Legal Services	\$88.00
Check #: 0						
PO/InvoiceTotal:						\$88.00
Vendor Total:						\$88.00
Homer Tree Care, Inc.						
Check Group:						
TREE REMOVAL		1	190045	147629 7/2/2018	20.5.0000.2543.553.01.0000 Capital Expenditures	\$1,600.00
Check #: 0						
PO/InvoiceTotal:						\$1,600.00
Vendor Total:						\$1,600.00
Honeywell International Inc						
Check Group:						
Materials, Labor, Programming for door 1 contact, 2 window contacts, 1 motion detector FY18 PO 180933		1	0	5244895945 7/6/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$352.00
Check #: 0						
PO/InvoiceTotal:						\$352.00
Vendor Total:						\$352.00
Howitz, Michael						
Check Group:						
Tuition Reimbursement - Michael Howitz - Olivet		1	0	MHreimbx7.18 7/12/2018	10.5.0000.2640.230.01.0000 Teacher/Principal Tuition	\$450.00
Check #: 0						
PO/InvoiceTotal:						\$450.00
Vendor Total:						\$450.00
Jessa Gianneschi						
Check Group:						

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1017

07/17/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Tuition reimbursement - Jessa Gianceschi - American College		1	0	JGreimbx7.18 7/12/2018	10.5.0000.2640.230.01.0000 Teacher/Principal Tuition	\$900.00
Check #: 0						
PO/InvoiceTotal:						\$900.00
Vendor Total:						\$900.00
Lakeshore Recycling System	80968					
Check Group:						
IKE Recycling Loose Yards		1	190056	00003947156 6/25/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$30.00
IKE Recycling 95 Gallon Containers		1	190056	00003947156 6/25/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$44.97
MAC Trash Removal		1	190056	00003947156 6/25/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$720.51
MAC Recycling Loose Yards		1	190056	00003947156 6/25/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$120.00
MAC Recycling 10 2 Yard		1	190056	00003947156 6/25/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$111.30
ROSS Recycling Loose Yards		1	190056	00003947156 6/25/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$30.00
ROSS Recycling 95 Gallon Containers		1	190056	00003947156 6/25/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$32.60
SULL Recycling Loose Yards		1	190056	00003947156 6/25/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$30.00
SULL Recycling 95 Gallon Containers		1	190056	00003947156 6/25/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$35.97
Check #: 0						
PO/InvoiceTotal:						\$1,155.35
Vendor Total:						\$1,155.35

Laura Jackson

Check Group:

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Prospect Heights School District 23

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Voucher Batch Number: 1017

07/17/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Tuition Reimbursement - Laura Mkrtschjan - American College		1	0	LMreimbx7.18 7/12/2018	10.5.0000.2640.230.01.0000 Teacher/Principal Tuition	\$450.00
				Check #: 0		
					PO/InvoiceTotal:	\$450.00
					Vendor Total:	\$450.00
Maul Paving, Inc. Check Group:						
DRAINAGE BASIN REPAIRS @ IKE		1	190044	2018-1207 6/22/2018	20.5.0000.2543.553.01.0000 Capital Expenditures	\$3,000.00
				Check #: 0		
					PO/InvoiceTotal:	\$3,000.00
					Vendor Total:	\$3,000.00
Menards	05060					
Check Group:						
Materials & Supplies for PLAM storage unit		1	190052	18482 6/20/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$234.83
Materials & Supplies for PLAM storage unit		1	190052	18764 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$10.00
Materials & Supplies for PLAM storage unit		1	190052	18811 6/26/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$35.27
				Check #: 0		
					PO/InvoiceTotal:	\$280.10
					Vendor Total:	\$280.10
Milieu Design LLC	80225					
Check Group:						
MAC Long Jump Edging and Sand Refill		1	190055	129656 4/28/2018	20.5.0000.2543.319.01.0000 Contracted Services	\$154.26
Main Campus & IKE 4/19 Salting Lots		1	190055	129659 4/28/2018	20.5.0000.2543.319.01.0000 Contracted Services	\$155.00

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1017

07/17/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Main Campus & IKE 4/19 Salting Lots		1	190055	129660 4/28/2018	20.5.0000.2543.319.01.0000 Contracted Services	\$155.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$464.26</u>
						Vendor Total: \$464.26
Mullaney, Julie						
Check Group:						
Tuition reimbursement - Julie Mullaney - Benedictine		1	0	JMreimbx7.18 7/12/2018	10.5.0000.2640.230.01.0000 Teacher/Principal Tuition	\$450.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$450.00</u>
						Vendor Total: \$450.00
Nicholas & Associates, Inc.						
Check Group:						
2018 MacArthur Washroom Remodel		1	190060	5568 6/28/2018	20.5.0000.2542.553.01.0000 Capital Expenditures	\$5,495.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$5,495.00</u>
						Vendor Total: \$5,495.00
Pearson Education Inc.						
Check Group:						
My Sidewalks Materials (Ross/Sullivan SPED), See Quote		1	190008	4025534810 7/2/2018	10.5.0000.1205.420.01.0000 LBS Textbooks/Workbooks	\$2,788.85
					Check #: 0	
						PO/InvoiceTotal: <u>\$2,788.85</u>
Check Group:						
Reading 2011 Readers and Writers Notebook, Grade 1		64	190017	4025534877 7/2/2018	10.5.0000.1110.420.05.0000 Textbooks/Workbooks (Eisenhower)	\$784.08
Reading 2011 Readers and Writers Notebook, Grade 3		25	190017	4025534877 7/2/2018	10.5.0000.1110.420.03.0000 Textbooks/Workbooks (Ross)	\$308.21

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1017

07/17/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
PO/InvoiceTotal:						\$1,092.29
Vendor Total:						\$3,881.14
Performance Chemical & Supply						
Check Group:						
H2ORANGE2 117 - 4X1GALLON		1	190043	223626 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$156.82
VOBAN VOMIT ABSORBANT		1	190043	223626 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$74.42
Check #: 0						
PO/InvoiceTotal:						\$231.24
Vendor Total:						\$231.24
Personnel Planners, Inc	00734					
Check Group:						
Quarterly UI Claims Management Fee 7/1/18-9/30/18		1	0	138869 7/1/2018	80.5.0000.2363.232.01.0000 Unemployment Compensation	\$85.00
Check #: 0						
PO/InvoiceTotal:						\$85.00
Vendor Total:						\$85.00
Pufundt, Christina						
Check Group:						
Tuition reimbursement - Christine Pufundt - Benedictine		1	0	CPreimbx7.18 7/13/2018	10.5.0000.2640.230.01.0000 Teacher/Principal Tuition	\$450.00
Check #: 0						
PO/InvoiceTotal:						\$450.00
Vendor Total:						\$450.00
Rozner, Amy						
Check Group:						
Tuition Reimbursement - Amy Rozner - Benedictine		1	0	ARreimbx7.18 7/12/2018	10.5.0000.2640.230.01.0000 Teacher/Principal Tuition	\$450.00

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1017

07/17/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
						PO/InvoiceTotal: <u> </u>
						\$450.00
						Vendor Total: <u> </u>
						\$450.00
Samiotakis, Vasiliki						
Check Group:						
Tuition Reimbursement - Vicki Samiotakis - Northern		1 0		VSreimbx7.18 7/12/2018	10.5.0000.2640.230.01.0000 Teacher/Principal Tuition	\$450.00
Check #: 0						
						PO/InvoiceTotal: <u> </u>
						\$450.00
						Vendor Total: <u> </u>
						\$450.00
Scariano Himes & Petrarca						
Check Group:						
For Professional Services Rendered	01221	1 0		40908 7/2/2018	10.5.0000.2369.318.01.0000 Legal Services	\$374.85
Check #: 0						
						PO/InvoiceTotal: <u> </u>
						\$374.85
						Vendor Total: <u> </u>
						\$374.85
Scholastic, Inc						
Check Group:						
Title 1 Books - Grant FY18- Tina Polster		1 0		17164066 5/24/2018	10.5.0000.1110.410.01.4300 FY18 Title I Application SUPPLIES (placeholder)	\$500.75
Check #: 0						
						PO/InvoiceTotal: <u> </u>
						\$500.75
						Vendor Total: <u> </u>
						\$500.75
SuperFleet MasterCard Program						
Check Group:						
Fuel Charges for 5/26/18-6/25/18 - Final FY18 payment		1 0		FB235x6.26.18 6/26/2018	20.5.0000.2545.464.01.0000 Gasoline - District Vehicles	\$291.26
Check #: 0						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1017

07/17/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$291.26
						Vendor Total: \$291.26
Terryberry	80414					
Check Group:						
Recognition Gift-Pat Reibel- FY18		1	0	F04405 6/8/2018	10.5.0000.6000.000.00.0000 Provision for PRIOR YEAR Contingencies	\$135.74
						PO/InvoiceTotal: \$135.74
						Vendor Total: \$135.74
The Library Store						
Check Group:						
Lending Library Cart (PO 180941) -Tina Polster		1	0	333474 6/6/2018	10.5.0000.1110.410.01.4300 FY18 Title I Application SUPPLIES (placeholder)	\$390.19
						PO/InvoiceTotal: \$390.19
						Vendor Total: \$390.19
Township High School District 214						
Check Group:						
D214 Fingerprinting 40 @ \$31.50		40	0	FingerP7.11.18 7/11/2018	10.5.0000.2640.395.01.0000 Background Checks	\$1,260.00
						PO/InvoiceTotal: \$1,260.00
						Vendor Total: \$1,260.00
Trebron Company, Inc.						
Check Group:						
Securly Anywhere Filtering (1:1 iPads)		1	190038	40160 7/1/2018	10.5.0000.2225.316.01.0000 Contracted Software/Websites	\$4,400.00
						PO/InvoiceTotal: \$4,400.00

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1017

07/17/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$4,400.00
United Analytical Services, Inc.	80265					
Check Group:						
ASBESTOS INSPECTION SERVICES		1	190041	18279-01F 7/13/2018	20.5.0000.2542.319.01.0000 Professional Services	\$262.50
ABSESTOS BULK SAMPLES		9	190041	18279-01F 7/13/2018	20.5.0000.2542.319.01.0000 Professional Services	\$135.00
Check #: 0						
PO/InvoiceTotal:						\$397.50
Vendor Total:						\$397.50
Warehouse Direct	80219					
Check Group:						
Magnetic Board 4'x8' - C. Curtis Carry over 17-18 monies		1	0	3944923-0 6/26/2018	10.5.0000.1110.312.03.0000 Elem Staff Professional Development (Ross)	\$258.26
Check #: 0						
PO/InvoiceTotal:						\$258.26
Check Group:						
MAC - PADS, SURFACE PREP, 14X20, MRN		1	190053	3943559-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$146.63
MAC - BUCKET, HOST, EXTRA, 30LB		2	190053	3943559-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$103.50
WARER, DISTILLED, 1 GALL X 6		1	190053	3943559-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$33.23
MAC- CLOTH, 16X16, PNK, MICROFIBER		1	190053	3943559-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
MAC - CLOTH, 16X16 BLUE MICROFIBER		1	190053	3943559-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
MAC - LINER, CAN,43X48,1.35MIL		2	190053	3943559-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$47.64

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1017

07/17/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
IKE- CLOTH, 16X16 GREEN MICROFIBER		1	190053	394356-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
IKE-TOWEL, UNIVERSAL ROLL, NATURAL		1	190053	394356-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$20.42
MAC - LINER, CAN,43X48,1.35MIL		1	190053	394356-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$23.82
IKE - CLOTH, 16X16 BLUE MICROFIBER		1	190053	394356-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
IKE- CLOTH, 16X16, PNK, MICROFIBER		1	190053	394356-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
IKE-TISSUE,TORK,1 PLY BATH, WH		1	190053	394356-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$51.28
IKE-LINER, CAN, 24X32		1	190053	394356-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$15.06
ADMIN - OXIVIR TB WIPES		2	190053	3943560-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$377.68
ROSS- LINER, CAN,43X48,1.35MIL		3	190053	3943561-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$71.46
ROSS- CLOTH, 16X16 BLUE MICROFIBER		1	190053	3943561-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
ROSS- CLOTH, 16X16 GREEN MICROFIBER		1	190053	3943561-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
ROSS-TOWEL, UNIVERSAL ROLL, NATURAL		1	190053	3943561-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$20.42
ROSS- CLOTH, 16X16, PNK, MICROFIBER		1	190053	3943561-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
SULL- CLOTH, 16X16, PNK, MICROFIBER		1	190053	39443563-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25
SULL- CLOTH, 16X16 GREEN MICROFIBER		1	190053	39443563-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1017

07/17/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount	
SULL - CLOTH, 16X16 BLUE MICROFIBER		1	190053	39443563-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$11.25	
SULL-TISSUE,TORK,1 PLY BATH, WH		1	190053	39443563-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$51.28	
SULL-TOWEL, UNIVERSAL ROLL, NATURAL		1	190053	39443563-0 6/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$20.42	
Check #: 0							
						PO/InvoiceTotal: <u>\$1,106.59</u>	
Check Group:							
Clarke Boost Repair Labor		1	190054	IN271671 6/27/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$32.50	
Repair Trip Charge		1	190054	IN271671 6/27/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$50.00	
Check #: 0							
						PO/InvoiceTotal: <u>\$82.50</u>	
						Vendor Total: <u>\$1,447.35</u>	
WOW Business	81068						
Check Group:							
IKE Monthly Charges 6/30/18-7/29/18		1	0	014047134x7.1.1 8 7/1/2018	10.5.0000.2630.341.01.0000 Telephone/Network	\$400.00	
Main Monthly Charges 6/30/18-7/29/18		1	0	014047166x7.1.1 8 7/1/2018	10.5.0000.2630.341.01.0000 Telephone/Network	\$3,673.00	
Check #: 0							
						PO/InvoiceTotal: <u>\$4,073.00</u>	
						Vendor Total: <u>\$4,073.00</u>	
						Grand Total: <u>\$48,550.49</u>	

End of Report

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1018

07/17/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
ECRA Group Inc.	80054					
Check Group:						
ECRISS Agreement for the school year 2018-2019 as per Contract		1 0		9410 7/1/2018	10.5.0000.2620.314.01.0000 Professional Services	\$25,000.00
					Check #: 0	
						PO/InvoiceTotal: \$25,000.00
						Vendor Total: \$25,000.00
McGraw-Hill School Education	00596					
Check Group:						
Grade 2 and 3 Math Materials, See Quote		1	190009	103436020001 6/22/2018	10.5.0000.1110.420.03.0000 Textbooks/Workbooks (Ross)	\$267.15
Grade 1 Math Materials, See Quote		1	190009	103478297001 6/27/2018	10.5.0000.1110.420.05.0000 Textbooks/Workbooks (Eisenhower)	\$4,375.20
Grade 2 and 3 Math Materials, See Quote		1	190009	103478297001 6/27/2018	10.5.0000.1110.420.03.0000 Textbooks/Workbooks (Ross)	\$9,276.35
Grade 4 and 5/6 Math Materials, See Quote		1	190009	103478297001 6/27/2018	10.5.0000.1110.420.02.0000 Textbooks/Workbooks (Sullivan)	\$11,167.64
					Check #: 0	
						PO/InvoiceTotal: \$25,086.34
Check Group:						
Algebra 1 Estudent Edition 1 year subscription		90	190010	103398826001 6/20/2018	10.5.0000.1120.420.04.0000 Textbooks/Workbooks	\$1,890.00
Glencoe Math Course 3,1 year student bundle		110	190010	103478286001 6/26/2018	10.5.0000.1120.420.04.0000 Textbooks/Workbooks	\$3,005.73
					Check #: 0	
						PO/InvoiceTotal: \$4,895.73
						Vendor Total: \$29,982.07
NSSEO	02336					
Check Group:						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1018

07/17/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
2nd billing FY 17-18 Contractual Evaluations & Interpreter Services		1	0	3980 6/29/2018	10.5.0000.4120.314.01.0000 NSSEO Purchased Services	\$5,137.19
Transportation Billing FY 17-18 for the period of March 2018-June 2018		1	0	3987 6/30/2018	40.5.0000.4120.331.01.0000 Spec. Education Transportation	\$31,491.89
NSSEO Suburban Transportation FY 18-19 for AM/PM Late and Extracurricular routes for January-May 2018		1	0	3996 6/30/2018	40.5.0000.2551.110.01.0000 Certified Salaries	\$3,930.00
Customized APE Teacher Half Day PD Session on 7/3/18		1	0	9084 7/3/2018	10.5.0000.1205.312.01.0000 Professional Development -- SPED Staff	\$300.00
Check #: 0						
PO/InvoiceTotal:						\$40,859.08
Vendor Total:						\$40,859.08
Safe-Way Tuckpointing Co.						
Check Group:						
2018 Masonry Project		1	190058	SAFE7.5.18 7/5/2018	20.5.0000.2542.553.01.0000 Capital Expenditures	\$30,361.50
Check #: 0						
PO/InvoiceTotal:						\$30,361.50
Vendor Total:						\$30,361.50
Grand Total:						\$126,202.65

End of Report

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1019

07/24/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
AssetGenie, Inc						
Check Group:						
Repair ipad Air 2 cracked screen		1 0		1304747 7/9/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$219.00
Repair ipad Air 2 cracked screen		1 0		1304747 7/9/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$219.00
Repair ipad Air 2 cracked screen		1 0		1304748 7/9/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$219.00
Repair ipad Air 2 shattered screen		1 0		1304748 7/9/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$219.00
Repair ipad Air 2 cracked screen		1 0		1305114 7/10/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$219.00
Repair ipad Air 2 shattered screen		1 0		1306169 7/13/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$219.00
Repair ipad Air 2 bad lcd		1 0		1306181 7/13/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$219.00
Repair ipad Air 2 black lines		1 0		1306181 7/13/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$219.00
Check #: 0						
						PO/InvoiceTotal: <u>\$1,752.00</u>
						Vendor Total: \$1,752.00
AT & T						
Check Group:						
Monthly Phone Charges 6/5/18-7/4/18		1 0		84787038525374 x7418 7/4/2018	10.5.0000.2630.341.01.0000 Telephone/Network	\$1,123.78
Check #: 0						
						PO/InvoiceTotal: <u>\$1,123.78</u>
						Vendor Total: \$1,123.78
BMO Harris Bank N. A.						
80583						
Check Group:						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1019

07/24/2018

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Closing account 511277000064487		1	0	64487xclose7.18 7/2/2018	10.5.0000.2321.410.01.0000 General Supplies	\$98.87
					Check #: 0	
					PO/InvoiceTotal:	\$98.87
					Vendor Total:	\$98.87
Brechts Database Solutions	80438					
Check Group:						
EmbraceDS Program: Direct Service - 5%IL		1	0	4204 7/11/2018	10.5.0000.2910.311.01.0000 Medicaid Claim Processing	\$241.63
					Check #: 0	
					PO/InvoiceTotal:	\$241.63
					Vendor Total:	\$241.63
BrightBytes						
Check Group:						
Bright Bytes 1 Year Renewal		1	190037	858609026x6.26. 18 6/26/2018	10.5.0000.2225.316.01.0000 Contracted Software/Websites	\$5,663.16
					Check #: 0	
					PO/InvoiceTotal:	\$5,663.16
					Vendor Total:	\$5,663.16
Cambium Learning Group						
Check Group:						
Pasaporte Level B Student Resource Pack		2	190047	00055178Q 6/14/2018	10.5.0000.1800.420.01.0000 Textbooks/Workbooks Bilingual	\$217.80
Pasaporte Level D Student Resource Pack		1	190047	00055178Q 6/14/2018	10.5.0000.1800.420.01.0000 Textbooks/Workbooks Bilingual	\$108.90
					Check #: 0	
					PO/InvoiceTotal:	\$326.70
					Vendor Total:	\$326.70
Constellation NewEnergy Gas Division LLC	80944					

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1019

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Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
IKE Monthly Gas charges for 6/8/18-7/10/18		1	0	7287540-2x71118 7/11/2018	20.5.0000.2542.466.01.0000 Electricity	\$1,815.08
Check #: 0						
PO/InvoiceTotal:						\$1,815.08
Vendor Total:						\$1,815.08
Fast Signs	01114					
Check Group:						
Name Badge for Amy Zaher		1	0	447-34680 7/5/2018	10.5.0000.2640.410.01.0000 General Supplies	\$20.45
Business Cards for Amy Zaher		1	0	447-34680 7/5/2018	10.5.0000.2640.410.01.0000 General Supplies	\$43.10
Business Cards for Lorrie Ellison		1	0	447-34680 7/5/2018	10.5.0000.2640.410.01.0000 General Supplies	\$38.25
Wall Plate Insert for Amy Zaher		1	0	447-34680 7/5/2018	10.5.0000.2640.410.01.0000 General Supplies	\$2.25
Desk Plate Inserts for Amy Z and Lorrie E		2	0	447-34680 7/5/2018	10.5.0000.2640.410.01.0000 General Supplies	\$11.70
Check #: 0						
PO/InvoiceTotal:						\$115.75
Vendor Total:						\$115.75
Illinois ASBO						
Check Group:						
Basic B-Term 7/7/18-7/6/19		1	0	275510 7/5/2018	10.5.0000.2510.640.01.0000 Business Manager Dues & Fees	\$340.00
Check #: 0						
PO/InvoiceTotal:						\$340.00
Vendor Total:						\$340.00
Istation						
Check Group:						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1019

07/24/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
iStation Reading en Espanol Student Account (5 Ross, 5 Sullivan)		10	190020	SIN011481 7/2/2018	10.5.0000.1800.410.01.0000 Classroom Supplies	\$270.00
Check #: 0						
PO/InvoiceTotal:						\$270.00
Vendor Total:						\$270.00
Nicor Gas						
Check Group:						
MAIN Monthly Long Distance Charges 5/22/18-6/22/18		1	0	23-05-54-0000-8x 6221 6/22/2018	20.5.0000.2542.465.01.0000 Natural Gas	\$132.35
SULL Monthly Long Distance Charges 5/23/18-6/21/18		1	0	52-74-17-0000-0x 6251 6/25/2018	20.5.0000.2542.465.01.0000 Natural Gas	\$199.33
MAC Monthly Long Distance Charges 5/23/18-6/21/18		1	0	62-74-17-0000-9x 6251 6/25/2018	20.5.0000.2542.465.01.0000 Natural Gas	\$265.12
ROSS Monthly Long Distance Charges 5/23/18-6/22/18		1	0	7274170000x625 18 6/25/2018	20.5.0000.2542.465.01.0000 Natural Gas	\$116.65
Check #: 0						
PO/InvoiceTotal:						\$713.45
Vendor Total:						\$713.45
Paddock Publications						
Check Group:						
Legal Notice-Charges for ads expriing 7/7/18		1	0	T4504180 7/5/2018	10.5.0000.2630.350.01.0000 Advertising/Publications	\$81.00
Check #: 0						
PO/InvoiceTotal:						\$81.00
Vendor Total:						\$81.00
Pearson Education Inc.						
Check Group:						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1019

07/24/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Calle de Lectura: Decodable Reader 6 pack, Grade 1, Units 4-5		1	190018	4020045692 7/3/2018	10.5.0000.1110.420.05.0000 Textbooks/Workbooks (Eisenhower)	\$184.01
Calle de Lecutra: Decodable Reader 6 pack, Grade 1, Unit R-1		1	190018	4025551763 7/10/2018	10.5.0000.1110.420.05.0000 Textbooks/Workbooks (Eisenhower)	\$184.01
Calle de Lectura: Decodable Reader 6 pack, Grade 1, Unit 2-3		1	190018	40255546060 7/5/2018	10.5.0000.1110.420.05.0000 Textbooks/Workbooks (Eisenhower)	\$184.01
Check #: 0						
PO/InvoiceTotal:						\$552.03
Vendor Total:						\$552.03
Renzi & Associates, Inc.	80956					
Check Group:						
Appraisal Services-PTAB 16-31110.001 through .013-C-3 School District 214 has been billed separately for their share of the cost in the total bill (\$5800)		1	0	18-163A 7/12/2018	10.5.0000.2369.318.01.0000 Legal Services	\$2,900.00
Check #: 0						
PO/InvoiceTotal:						\$2,900.00
Vendor Total:						\$2,900.00
Reserve Account	00750					
Check Group:						
Postage for meter		1	0	44239041x62718 6/27/2018	10.5.0000.2630.342.01.0000 Postage	\$2,000.00
Check #: 0						
PO/InvoiceTotal:						\$2,000.00
Vendor Total:						\$2,000.00
Schoology Incorporated						
Check Group:						
Enterprise Subscription		520	190039	18804 5/30/2018	10.5.0000.2225.470.01.0000 Software	\$4,420.00
Check #: 0						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1019

07/24/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$4,420.00</u>
						Vendor Total: <u>\$4,420.00</u>
Sylvias Flowers, Inc.						
Check Group:						
Planter for Mike Becker		1 0		30080214x63018 6/30/2018	10.5.0000.2640.410.01.0000 General Supplies	\$42.95
Planter for Michelyn Sabath		1 0		30080214x63018 6/30/2018	10.5.0000.2640.410.01.0000 General Supplies	\$42.95
						Check #: 0
						PO/InvoiceTotal: <u>\$85.90</u>
						Vendor Total: <u>\$85.90</u>
Terryberry						
80414						
Check Group:						
Recognition gift - Kristen Derrico- FY18		1 0		F08611 7/11/2018	10.5.0000.6000.000.00.0000 Provision for PRIOR YEAR Contingencies	\$131.61
						Check #: 0
						PO/InvoiceTotal: <u>\$131.61</u>
						Vendor Total: <u>\$131.61</u>
						Grand Total: <u>\$22,630.96</u>

End of Report

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1028

07/26/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BMO Harris MasterCard						
Check Group:						
BMO Harris MC - Association For Supervis - Curtis, Craig		1 0		705474-1807 7/26/2018	10.5.0000.2410.640.03.0000 Principal Dues & Fees	\$239.00
BMO Harris MC - Natl Assn School Psychol - Sroka, Chrystyna		1 0		705474-1807 7/26/2018	10.5.0000.2140.312.01.0000 Psychologist Professional Development	\$210.00
BMO Harris MC - Portillos Hot Dogs Llc - Sorensen, Nancy		1 0		705474-1807 7/26/2018	10.5.0000.2210.410.01.0000 General Supplies	\$92.43
BMO Harris MC - Taylor&francis Group Llc - Nystrom, Camron		1 0		705474-1807 7/26/2018	10.5.0000.2410.312.04.0000 Principal Professional Development	\$32.95
BMO Harris MC - Association For Supervis - Nystrom, Camron		1 0		705474-1807 7/26/2018	10.4.1950.0000.000.00.0000 Refund of Prior Year Exp	(\$16.10)
BMO Harris MC - Salerno S Mount Prospect Inc - Angelaccio, Donald		1 0		705474-1807 7/26/2018	10.4.1950.0000.000.00.0000 Refund of Prior Year Exp	(\$17.21)
BMO Harris MC - Association For Supervis - Nystrom, Camron		1 0		705474-1807 7/26/2018	10.4.1950.0000.000.00.0000 Refund of Prior Year Exp	(\$21.21)
BMO Harris MC - Association For Supervis - Nystrom, Camron		1 0		705474-1807 7/26/2018	10.4.1950.0000.000.00.0000 Refund of Prior Year Exp	(\$24.61)

Check #: 0

PO/InvoiceTotal:	\$495.25
Vendor Total:	\$495.25
Grand Total:	\$495.25

End of Report

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1029

07/31/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
AASPA						
Check Group:						
Boot Camp Presentation Materials		1	190208	19026 7/10/2018	10.5.0000.2640.312.01.0000 Professional Development	\$150.00
Check #: 0						
PO/InvoiceTotal:						\$150.00
Vendor Total:						\$150.00
AssetGenie, Inc						
Check Group:						
Repair ipad air 2 shattered screen-3542		1	0	1306636 7/16/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$219.00
Repair ipad air 2 shattered screen-3622		1	0	1306636 7/16/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$219.00
Repair ipad air 2 shattered screen-3696		1	0	1306636 7/16/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$219.00
Repair ipad air 2 cracked screen -2968		1	0	1307711 7/19/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$219.00
Check #: 0						
PO/InvoiceTotal:						\$876.00
Vendor Total:						\$876.00
AT & T						
Check Group:						
Monthly Phone Charges - MAIN -6/17/18 - 7/16/18		1	0	847R1601121129 x71618 7/16/2018	10.5.0000.2630.341.01.0000 Telephone/Network	\$548.43
Check #: 0						
Check Group: 2						
Monthly Phone Charges - SULL - 6/17/18 - 7/16/18		1	0	847R1617273039 x71618 7/16/2018	10.5.0000.2630.341.01.0000 Telephone/Network	\$639.12
Check #: 0						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1029

07/31/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount	
						PO/InvoiceTotal: <u>\$1,187.55</u>	
						Vendor Total: <u>\$1,187.55</u>	
CDW Computer Center	01060						
Check Group:							
HPE Midline-hard drive- 1TB-SATA 6Gb/s		3	190032	NKM9596 7/16/2018	10.5.0000.2225.410.01.0000 General Supplies	\$1,039.17	
Proline -DDR4-16GB_DIMM 288-pin		4	190032	NLF9351 7/18/2018	10.5.0000.2225.410.01.0000 General Supplies	\$1,225.12	
						Check #: 0	
						PO/InvoiceTotal: <u>\$2,264.29</u>	
						Vendor Total: <u>\$2,264.29</u>	
City of Prospect Heights							
Check Group:							
Sanity Sewer - IKE - 4/1/18 - 6/30/18		1	0	4501000x71518 7/15/2018	20.5.0000.2542.370.01.0000 Water/Sanitation	\$155.09	
Sanity Sewer - MAIN - 4/1/18 - 6/30/18		1	0	4501800x71518 7/15/2018	20.5.0000.2542.370.01.0000 Water/Sanitation	\$73.50	
						Check #: 0	
						PO/InvoiceTotal: <u>\$228.59</u>	
						Vendor Total: <u>\$228.59</u>	
Constellation NewEnergy, Inc.	80148						
Check Group:							
Monthly Electric Charges - MAIN - 6/12/18-7/12/18		1	0	8233140 7/19/2018	20.5.0000.2542.466.01.0000 Electricity	\$7,149.98	
						Check #: 0	
						PO/InvoiceTotal: <u>\$7,149.98</u>	
						Vendor Total: <u>\$7,149.98</u>	
Continuum Pediatric Nursing							
Check Group:							

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1029

07/31/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
ESY Contracted Nursing 4.25 hrs @ \$50 ph - Daniel Serrano-6/13,14,18,19,20,21,25,26,27		9 0		063018-1 7/3/2018	10.5.0000.1610.319.01.0000 Other Professional & Technical Services	\$1,912.50
Check #: 0						
PO/InvoiceTotal:						\$1,912.50
Vendor Total:						\$1,912.50
Fast Bridge Learning, LLC						
Check Group:						
FAST Subscription Renewal, 18-19 school year		1525	190019	INV-2729 7/14/2018	10.5.0000.2230.415.01.0000 Testing Materials	\$9,912.50
Check #: 0						
PO/InvoiceTotal:						\$9,912.50
Vendor Total:						\$9,912.50
09 First Student	00406					
Check Group:						
Summer School		1 0		091-H-004179 6/29/2018	40.5.0000.2552.331.01.0000 Spec. Education Transportation	\$6,031.74
ECDEC		1 0		091-H-004179 6/29/2018	40.5.0000.2551.331.01.0000 Regular Transportation	\$3,838.38
Check #: 0						
PO/InvoiceTotal:						\$9,870.12
Vendor Total:						\$9,870.12
Home Depot	00063					
Check Group:						
Materials and Supplies		1 0		3393607 6/28/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$19.75
Materials and Supplies		1 0		5065359 6/28/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$37.46
Check #: 0						
PO/InvoiceTotal:						\$57.21

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1029

07/31/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$57.21
Illinois Associaton of School Admin	80801					
Check Group:						
IASA Annual Dues		1	190030	IASAduesx73118 7/25/2018	10.5.0000.2321.640.01.0000 Superintendent Dues & Fees	\$1,400.00
Check #: 0						
PO/InvoiceTotal:						\$1,400.00
Vendor Total:						\$1,400.00
Rammy's Sub Contractors						
Check Group:						
Assorted Sandwiches		25	190216	ESYx71218 7/12/2018	10.5.0000.1205.410.01.0000 LBS Classroom Supplies	\$150.00
Check #: 0						
PO/InvoiceTotal:						\$150.00
Vendor Total:						\$150.00
Relief Medical Services, Inc.						
Check Group:						
ESY Nurse Services 6/28, 7/2, 7/3, 7/5		1	0	0010075661 7/7/2018	10.5.0000.1610.319.01.0000 Other Professional & Technical Services	\$1,531.40
Check #: 0						
PO/InvoiceTotal:						\$1,531.40
Vendor Total:						\$1,531.40
Robbins Schwartz						
Check Group:						
Professional Services Rendered through 6/30/18		1	0	282193 KMF 7/17/2018	10.5.0000.2369.318.01.0000 Legal Services	\$1,281.25
Check #: 0						
PO/InvoiceTotal:						\$1,281.25
Vendor Total:						\$1,281.25
Rotary Club of Mt. Prospect/PH	80179					

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1029

07/31/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Dues for quarter ended 6/30/18		1	0	473 6/30/2018	10.5.0000.2321.640.01.0000 Superintendent Dues & Fees	\$60.00
Foundation		1	0	473 6/30/2018	10.5.0000.2321.640.01.0000 Superintendent Dues & Fees	\$25.00
Lunches for quarter end		1	0	473 6/30/2018	10.5.0000.2321.640.01.0000 Superintendent Dues & Fees	\$16.00
Installation Dinner		1	0	473 6/30/2018	10.5.0000.2321.640.01.0000 Superintendent Dues & Fees	\$25.00
Check #: 0						
PO/InvoiceTotal:						\$126.00
Vendor Total:						\$126.00
The Booksource, Inc.						
Check Group:						
Below Level Reading Grade 3-Title 1 Purchase Quote # Q95471		1	190050	760585 7/16/2018	10.5.0000.1110.410.01.4300 FY18 Title I Application SUPPLIES (placeholder)	\$2,334.58
Check #: 0						
PO/InvoiceTotal:						\$2,334.58
Vendor Total:						\$2,334.58
Village of Arlington Heights	02889					
Check Group:						
Water - IKE - 5/1/18-7/3/18		1	0	50067-104994x72 218 7/22/2018	20.5.0000.2542.370.01.0000 Water/Sanitation	\$538.24
Water - MAIN - 4/30/18-7/2/18		1	0	50069-104998x72 218 7/22/2018	20.5.0000.2542.370.01.0000 Water/Sanitation	\$2,001.12
Check #: 0						
PO/InvoiceTotal:						\$2,539.36
Vendor Total:						\$2,539.36

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1029

07/31/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						Grand Total: \$42,971.33

End of Report

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1030

07/31/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
NSSEO	02336					
Check Group:						
NSSEO 1st Semester FY 18-19 Formula Billing		1	0	4501 7/19/2018	10.5.0000.4120.314.01.0000 NSSEO Purchased Services	\$18,297.50
Check #: 0						
PO/InvoiceTotal:						\$18,297.50
Vendor Total:						\$18,297.50
Grand Total:						\$18,297.50

End of Report

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1032

08/07/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
AssetGenie, Inc						
Check Group:						
Repair ipad air 2 - black lines - 2810 FY 18-19		1	0	1301185 6/22/2018	10.5.0000.2225.323.01.0121 One-to-One Repair Protection Plan	\$59.00
					Check #: 0	
						PO/InvoiceTotal: \$59.00
						Vendor Total: \$59.00
AT & T Long Distance	01256					
Check Group:						
Monthly Long Distance Charges		1	0	834687562x7131 8 7/13/2018	10.5.0000.2630.341.01.0000 Telephone/Network	\$163.88
					Check #: 0	
						PO/InvoiceTotal: \$163.88
						Vendor Total: \$163.88
Brechts Database Solutions	80438					
Check Group:						
PowerIEP Program Annual Renewal		1	190213	3765 8/1/2018	10.5.0000.1205.316.01.0000 Contracted Software/Websites	\$3,243.50
					Check #: 0	
						PO/InvoiceTotal: \$3,243.50
Check Group:						
PowerRTI Annual Renewal		1	190214	3926 6/1/2018	10.5.0000.1205.316.01.0000 Contracted Software/Websites	\$2,500.00
					Check #: 0	
						PO/InvoiceTotal: \$2,500.00
						Vendor Total: \$5,743.50
Loomis Armored US, LLC						
Check Group:						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1032

08/07/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Pro rated Safe Point Seservice		1	0	12252675 6/30/2018	10.5.0000.2520.319.01.0000 Professional Services	\$74.04
					Check #: 0	
					PO/InvoiceTotal:	\$74.04
					Vendor Total:	\$74.04
Nicor Gas						
Check Group:						
Monthly Gas Charges-6/22/18-7/23/18-IKE		1	0	23-05-54-00008x7 2418 7/23/2018	20.5.0000.2542.465.01.0000 Natural Gas	\$121.15
Monthly Gas Charges-6/22/18-7/24/18-SULLIVAN		1	0	52-74-17-00000x7 2418 7/24/2018	20.5.0000.2542.465.01.0000 Natural Gas	\$218.60
Monthly Gas Charges-6/22/18-7/24/18-MAC		1	0	62-74-17-00009x7 2418 7/24/2018	20.5.0000.2542.465.01.0000 Natural Gas	\$295.60
Monthly Gas Charges-6/22/18-7/24/18-ROSS		1	0	7274170000x725 18 7/25/2018	20.5.0000.2542.465.01.0000 Natural Gas	\$114.83
					Check #: 0	
					PO/InvoiceTotal:	\$750.18
					Vendor Total:	\$750.18
Warehouse Direct	80219					
Check Group:						
Office supplies for admin office-pens, pencils, legal pads, binder clips, post it notes		1	0	3975171-0 7/25/2018	10.5.0000.1205.410.01.0000 LBS Classroom Supplies	\$133.99
					Check #: 0	
					PO/InvoiceTotal:	\$133.99
					Vendor Total:	\$133.99
					Grand Total:	\$6,924.59

End of Report

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1033

08/07/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Accelerate Learning						
Check Group:						
NGSS MS Online -Subscription 6 years		530	190207	34187 7/19/2018	10.5.0000.1110.420.01.0000 Textbook Adoption	\$17,331.00
NGSS 3D Earth and Space Science Transition Kit		4	190207	34187 7/19/2018	10.5.0000.1110.420.01.0000 Textbook Adoption	\$2,080.00
NGSS 3D Life Science Transition Kit		6	190207	34187 7/19/2018	10.5.0000.1110.420.01.0000 Textbook Adoption	\$2,610.00
NGSS 3D Physical Science Transition Kit		6	190207	34187 7/19/2018	10.5.0000.1110.420.01.0000 Textbook Adoption	\$4,328.00
Check #: 0						
						PO/InvoiceTotal: <u>\$26,349.00</u>
						Vendor Total: <u>\$26,349.00</u>
Zones Inc.						
Check Group:						
Aruba X371 - Power supply - hot-plug / redundant - AC 100-240 V - 250 Watt - United States - for Aruba 3810M		2	190005	K10109850101 6/27/2018	10.5.0000.2225.553.01.5048 Network Infrastructure	\$431.16
Aruba 3810M 16SFP+ 2-slot Switch - Switch - L3 - managed - 16 x 10 Gigabit SFP+ - rack-mountable		1	190005	K10109850105 7/2/2018	10.5.0000.2225.553.01.5048 Network Infrastructure	\$4,754.19
Aruba 3810M 16SFP+ 2-slot Switch - Switch - L3 - managed - 16 x 10 Gigabit SFP+ - rack-mountable		1	190005	K10109850106 7/4/2018	10.5.0000.2225.553.01.5048 Network Infrastructure	\$4,754.19
HP 2920 2-PORT 10GBE SFP+ MODULE		6	190005	K10109850109 7/9/2018	10.5.0000.2225.553.01.5048 Network Infrastructure	\$2,467.56
HP 2920 2-PORT 10GBE SFP+ MODULE		18	190005	K10109850110 7/11/2018	10.5.0000.2225.553.01.5048 Network Infrastructure	\$7,402.68
APC Smart-UPS X 2200VA Rack/Tower LCD 100-127V		1	190005	K10109850111 7/12/2018	10.5.0000.2225.553.01.5048 Network Infrastructure	\$1,129.58
APC Smart-UPS X 2200VA Rack/Tower LCD 100-127V		6	190005	K10109850112 7/16/2018	10.5.0000.2225.553.01.5048 Network Infrastructure	\$6,777.48

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1033

08/07/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Aruba 2920-48G-PoE+ 740 W - Switch - L3 - managed - 44 x 10/100/1000 (PoE+) + 4 x combo Gigabit SFP (PoE+) - rack-mountable - PoE+ (740 W)		9	190005	K10109850203 6/29/2018	10.5.0000.2225.553.01.5048 Network Infrastructure	\$19,409.94
Aruba 2920-48G-PoE+ 740 W - Switch - L3 - managed - 44 x 10/100/1000 (PoE+) + 4 x combo Gigabit SFP (PoE+) - rack-mountable - PoE+ (740 W)		13	190005	K10109850204 6/29/2018	10.5.0000.2225.553.01.5048 Network Infrastructure	\$28,036.58
HPE - SFP+ transceiver module - 10 GigE - 10GBase-SR - LC/UPC multi-mode - up to 984 ft - 850 nm - for Aruba 2930F 24, 2930F 48, 5406 HPE 6120, 6600 ProLiant DL360p Gen8		44	190005	K10109851012 6/27/2018	10.5.0000.2225.553.01.5048 Network Infrastructure	\$18,837.28
APC Smart-UPS X 1500VA Rack/Tower LCD 120V		3	190005	K10109851018 7/6/2018	10.5.0000.2225.553.01.5048 Network Infrastructure	\$2,087.64

Check #: 0

PO/InvoiceTotal:	\$96,088.28
Vendor Total:	\$96,088.28
Grand Total:	\$122,437.28

End of Report

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1035

08/14/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
A & J Sewer Service						
Check Group:						
Jet Courtyard Manholes		1	190275	53906 7/16/2018	20.5.0000.2542.319.01.0000 Professional Services	\$707.00
Jet/Pump Dock Pit Manhole		1	190275	53906 7/16/2018	20.5.0000.2542.319.01.0000 Professional Services	\$207.00
Check #: 0						
PO/InvoiceTotal:						\$914.00
Vendor Total:						\$914.00
Accurate Document Destruction Inc. 05314						
Check Group:						
96 Gallon Toter		2	190280	15627321 6/30/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$115.50
Office Cabinet Box		3	190280	15627321 6/30/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$69.30
Environmental/Trip Charges		1	190280	15627321 6/30/2018	20.5.0000.2542.321.01.0000 Garbage/Recycling	\$39.46
Check #: 0						
PO/InvoiceTotal:						\$224.26
Vendor Total:						\$224.26
Air Cleaning Specialist, Inc.						
Check Group:						
HVAC Filter Replacements @ IKE		1	190286	176200 7/3/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$221.25
HVAC Filter Replacements @ Sullivan		1	190286	176201 7/3/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$175.30
HVAC Filter Replacements @ ROSS		1	190286	176202 7/3/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$155.95
HVAC Filter Replacements @ MAC		1	190286	176203 7/3/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$412.10

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1035

08/14/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
PO/InvoiceTotal:						\$964.60
Vendor Total:						\$964.60
ARCON						
Check Group:						
T&M Billing for MAC Toilet Room Renovations		1	190288	24860 6/30/2018	20.5.0000.2542.319.01.0000 Professional Services	\$814.87
T&M Billing for 2018 Masonry Work @ Multiple Sites		1	190288	24861 8/7/2018	20.5.0000.2542.319.01.0000 Professional Services	\$1,265.80
Check #: 0						
PO/InvoiceTotal:						\$2,080.67
Vendor Total:						\$2,080.67
Arlington Heights Garibaldis						
Check Group:						
House Salad		1	190290	8618 8/8/2018	10.5.0000.2210.410.01.0000 General Supplies	\$24.95
XL Pizza's cut into squares		1	190290	8618 8/8/2018	10.5.0000.2210.410.01.0000 General Supplies	\$66.00
Check #: 0						
PO/InvoiceTotal:						\$90.95
Vendor Total:						\$90.95
AT & T Long Distance	01256					
Check Group:						
AT&T Monthly Long Distance Charges		1	0	858609026x7131 8 8/9/2018	10.5.0000.2630.341.01.0000 Telephone/Network	\$0.89
Check #: 0						
PO/InvoiceTotal:						\$0.89
Vendor Total:						\$0.89
AT & T Mobility	71927					

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1035

08/14/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
AT & T Monthly Wireless Charges		1	0	827020302x7191 8 7/19/2018	10.5.0000.2630.341.01.0000 Telephone/Network	\$121.82
Check #: 0						
PO/InvoiceTotal:						\$121.82
Vendor Total:						\$121.82
Discovery Benefits						
Check Group:						
FSA Monthly Charge - July 2018		1	0	0000905571-IN 7/31/2018	10.5.0000.2520.319.01.0000 Professional Services	\$119.00
Check #: 0						
PO/InvoiceTotal:						\$119.00
Vendor Total:						\$119.00
71 Fox Valley Fire & Saftey Co	00315					
Check Group:						
Quarterly Fire Alarm Monitoring Services - ROSS		1	190272	IN00189144 7/16/2018	20.5.0000.2542.319.01.0000 Professional Services	\$99.00
Quarterly Fire Alarm Monitoring Services - IKE		1	190272	IN00189145 7/16/2018	20.5.0000.2542.319.01.0000 Professional Services	\$99.00
Quarterly Fire Alarm Monitoring Services - MAC		1	190272	IN00189146 7/16/2018	20.5.0000.2542.319.01.0000 Professional Services	\$99.00
Quarterly Fire Alarm Monitoring Services - SULL		1	190272	IN00189147 7/16/2018	20.5.0000.2542.319.01.0000 Professional Services	\$99.00
Check #: 0						
PO/InvoiceTotal:						\$396.00
Vendor Total:						\$396.00
Goodman Company	80060					
Check Group:						

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1035

08/14/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
2018 Interior Painting Program @ MAC		1	190281	180730 8/7/2018	20.5.0000.2542.553.01.0000 Capital Expenditures	\$9,650.00
					Check #: 0	
						PO/InvoiceTotal: \$9,650.00
						Vendor Total: \$9,650.00
Hauser Izzo, LLC	00458					
Check Group:						
Update file with board of review notes on appeal RE: 2016 Target		1	0	Z2420x8618 8/6/2018	10.5.0000.2369.318.01.0000 Legal Services	\$66.00
					Check #: 0	
						PO/InvoiceTotal: \$66.00
						Vendor Total: \$66.00
Honeywell International Inc						
Check Group:						
Card Key FOBS for Access Control		100	190284	5245084387 7/22/2018	20.5.0000.2542.316.01.0000 Contracted Software/Websites	\$436.00
Key Ring FOBS for Access Control		15	190284	5245084387 7/22/2018	20.5.0000.2542.316.01.0000 Contracted Software/Websites	\$93.75
					Check #: 0	
						PO/InvoiceTotal: \$529.75
						Vendor Total: \$529.75
Infinite Cohesion						
Check Group:						
Instant Contact Voice Dial System		1	190035	INV#6446 8/1/2018	10.5.0000.2630.316.01.0000 Contracted Software/Websites	\$1,825.05
eSchool View Maintenance, Hosting, & Support		1	190035	NIV#6445 8/1/2018	10.5.0000.2630.316.01.0000 Contracted Software/Websites	\$5,388.00
					Check #: 0	
						PO/InvoiceTotal: \$7,213.05

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1035

08/14/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vendor Total:						\$7,213.05
JCB Electric Inc.	02020					
Check Group:						
VFD Laser Cutter Investigation for STEM Lab		1	190276	5739 7/21/2018	20.5.0000.2542.553.01.0000 Capital Expenditures	\$300.00
Verify Power Requirements for Additional Warming Oven @ Mac		1	190276	5741 7/21/2018	20.5.0000.2542.553.01.0000 Capital Expenditures	\$225.00
Check #: 0						
PO/InvoiceTotal:						\$525.00
Vendor Total:						\$525.00
Maul Paving, Inc.						
Check Group:						
2018 Crackfilling, Sealcoating, Striping @ IKE		1	190289	2018-1373 7/29/2018	20.5.0000.2543.553.01.0000 Capital Expenditures	\$8,618.00
Check #: 0						
PO/InvoiceTotal:						\$8,618.00
Vendor Total:						\$8,618.00
McGraw-Hill School Education	00596					
Check Group:						
Horizons materials, see quote		1	190046	103801905001 7/25/2018	10.5.0000.1205.420.01.0000 LBS Textbooks/Workbooks	\$1,452.84
Check #: 0						
PO/InvoiceTotal:						\$1,452.84
Vendor Total:						\$1,452.84
Menards	05060					
Check Group:						
TEC UNIV SNES ADH		1	190279	20287 7/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$27.97

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1035

08/14/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
1/32x1/16x5.64 u notch		1	190279	20287 7/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$2.99
1/4 lock washer		1	190279	20287 7/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$2.69
1/4 20 hex nut		1	190279	20287 7/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$1.89
1/4x2/1-2 carr bolt		1	190279	20287 7/25/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$3.89
8xx5/8 combo pan		1	190279	20391 7/27/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$3.29
10x1-1/2 ph pan		1	190279	20391 7/27/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$4.79
14-1/2" com gr bracket		12	190279	20391 7/27/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$67.08

Check #: 0

PO/InvoiceTotal:	<u>\$114.59</u>
Vendor Total:	\$114.59

Michaels Uniform Company

Check Group:

Steel Grey Polo		3	190277	88714 7/23/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$81.00
Black Regular Denim Jeans		3	190277	88714 7/23/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$88.50
Shipping		1	190277	88714 7/23/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$13.81

Check #: 0

PO/InvoiceTotal:	<u>\$183.31</u>
Vendor Total:	\$183.31

Northwest Electrical Supply

00695

Check Group:

Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1035

08/14/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Misc. Electrical Supplies for MAC lab renovation		1	190273	17386382 7/17/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$185.12
					Check #: 0	
						PO/InvoiceTotal: <u>\$185.12</u>
						Vendor Total: <u>\$185.12</u>
Performance Chemical & Supply						
Check Group:						
SSS Matrix High Solids Floor Wax @ ROSS		3	190287	224500 7/30/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$275.01
SSS Matrix High Solids Floor Wax @ IKE		2	190287	224501 7/30/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$183.34
SSS Matrix High Solids Floor Wax @ MAC		3	190287	224502 7/30/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$275.01
					Check #: 0	
						PO/InvoiceTotal: <u>\$733.36</u>
						Vendor Total: <u>\$733.36</u>
Playpower LT Farminton INC.	80862					
Check Group:						
Replacement Parts for Sullivan Playground Balance Beam		1	190285	V875748 8/7/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$355.87
					Check #: 0	
						PO/InvoiceTotal: <u>\$355.87</u>
						Vendor Total: <u>\$355.87</u>
Processing Point, Inc.						
Check Group:						
Quarterly Billing for Employee Time Card System		1	190228	EST000985 7/19/2018	20.5.0000.2542.316.01.0000 Contracted Software/Websites	\$165.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$165.00</u>
						Vendor Total: <u>\$165.00</u>

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1035

08/14/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Relief Medical Services, Inc.						
Check Group:						
ESY Sub Nurse - 7/10,11,12		3 0		0010075698 7/14/2018	10.5.0000.1610.319.01.0000 Other Professional & Technical Services	\$706.80
					Check #: 0	
					PO/InvoiceTotal:	\$706.80
					Vendor Total:	\$706.80
Sound Incorporated						
Check Group:						
Intercom Switch for Rooms 153/154	02365		1 190278	D1331949 7/25/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$308.00
					Check #: 0	
					PO/InvoiceTotal:	\$308.00
					Vendor Total:	\$308.00
Teacher Innovations, Inc.						
Check Group:						
Digital Teacher Planbook	81057		44 190036	537701 7/6/2018	10.5.0000.2225.316.01.0000 Contracted Software/Websites	\$594.00
					Check #: 0	
					PO/InvoiceTotal:	\$594.00
					Vendor Total:	\$594.00
Vanities Manufacturing						
Check Group:						
24 x 72 White Nebula PLAM Doors	00960		3 190274	211887 8/7/2018	20.5.0000.2542.323.01.0000 Repair & Maintenance Services	\$435.00
					Check #: 0	
					PO/InvoiceTotal:	\$435.00
					Vendor Total:	\$435.00
Villa Park Office Equipment						
Check Group:						

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1035

08/14/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Haworth Partition Panel Hinges		25	190217	63680 7/27/2018	20.5.0000.2543.323.01.0000 Repair & Maintenance Services	\$50.00
					Check #: 0	
						PO/InvoiceTotal: <u> </u> \$50.00
						Vendor Total: <u> </u> \$50.00
Warehouse Direct	80219					
Check Group:						
Misc. Mop Heads for stock @ ADMIN		1	190282	3954235-0 7/5/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$52.50
Misc. Supplies for Stock @ ADMIN		1	190282	3954290-0 7/10/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$49.55
Mop Buckets, Handles for setup @ ADMIN		1	190282	3954454-0 7/12/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$376.92
Misc. Carpet Cleaning Supplies @ IKE		1	190282	3962565-0 7/13/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$29.92
Misc. Carpet Cleaning Supplies @ IKE		1	190282	3962565-1 7/19/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$19.92
Misc. summer supplies @ ROSS		1	190282	3971670-0 7/23/2018	20.5.0000.2542.410.01.0000 Materials & Supplies	\$39.24
					Check #: 0	
						PO/InvoiceTotal: <u> </u> \$568.05
						Vendor Total: <u> </u> \$568.05
Werneske, Donald A.						
Check Group:						
July Consulting Hours - 6.5 hours @ \$23.50		6.5	0	Donconsultx8318 8/3/2018	10.5.0000.2225.319.01.0000 Professional Services	\$152.75
					Check #: 0	
						PO/InvoiceTotal: <u> </u> \$152.75
						Vendor Total: <u> </u> \$152.75
WOW Business	81068					

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1035

08/14/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group: Monthly WOW Charges-July		1	0	014047166x7311 8 7/31/2018	10.5.0000.2630.341.01.0000 Telephone/Network	\$3,673.00
					Check #: 0	

PO/InvoiceTotal:	<u>\$3,673.00</u>
Vendor Total:	<u>\$3,673.00</u>
Grand Total:	<u>\$41,191.68</u>

End of Report

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Prospect Heights School District 23

Voucher Detail Listing

Voucher Batch Number: 1036

08/21/2018

Fiscal Year: 2018-2019

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Apple Inc.						
Check Group:						
iPad Wi-Fi 32GB - Space Gray (incoming 4th-grade)		200	190033	6746227851 7/19/2018	10.5.0000.2225.410.01.0000 General Supplies	\$58,800.00
MacBook Air - Teacher Replacements		20	190033	6746375570 7/20/2018	10.5.0000.2225.410.01.0000 General Supplies	\$16,580.00
Mini DisplayPort to VGA Adaptor		15	190033	6746691312 7/22/2018	10.5.0000.2225.410.01.0000 General Supplies	\$435.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$75,815.00</u>
Check Group:						
Brenthaven Edge 360 iPad Cases (4th-grade)		21	190034	6746593458 7/21/2018	10.5.0000.2225.410.01.0000 General Supplies	\$7,339.50
					Check #: 0	
						PO/InvoiceTotal: <u>\$7,339.50</u>
						Vendor Total: <u>\$83,154.50</u>
Nicholas & Associates, Inc.						
Check Group:						
2018 MacArthur Washroom Remodel - 2nd Payment		1	190060	5587 7/26/2018	20.5.0000.2542.553.01.0000 Capital Expenditures	\$23,733.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$23,733.00</u>
						Vendor Total: <u>\$23,733.00</u>
						Grand Total: <u>\$106,887.50</u>

End of Report



Board Action Item

Date: August 10, 2018

Title: Recommendation for approval to post FY2019 tentative budget, post notice in newspaper and schedule public hearing

Contact: Micheal DeBartolo, Assistant Superintendent for Finance & Operations

Background:

Per the *Illinois School Code*, School Districts in the State of Illinois must place their tentative budget on display for thirty (30) days prior to formal adoption of the budget. In addition, the School Board is required to hold a public hearing prior to adoption of the budget.

The Tentative Budget is a working document. As the administration receives additional information on State and Federal programs, grants, staffing, expenditures and revenues, changes may be made to the budget prior to adoption at the September 20, 2018 meeting of the Board of Education.

Attached please find the tentative expense budget for FY2019. It is with great pleasure that we can report that this budget comes once again with a zero net increase to all expenditures other than salaries and transportation. This year, there is a decrease in overall health insurance costs. As you know, the administration continues to streamline the budgeting practices of the District in order to present a budget that contains the most accurate projections. This expenditure budget accomplishes that goal.

The expenses in the 4 major funds that the District actually spends money and controls that spending includes Fund 10 – Education, Fund 20 – Operations and Maintenance, Fund 40 – Transportation and Fund 80 – Tort. While Fund 30 – Debt Service has also been provided, the District is bound by the terms of contracts/agreements that it has entered into and does not control the expenditure OR the levy for this Fund (i.e. Fund 30 – Debt Service).

In the 4 funds discussed above, Fund 10 – Education, Fund 20 – Operations and Maintenance, Fund 40 – Transportation and Fund 80 – Tort, the FY2018 adopted expenditure budget was \$21,708,312.71. The FY 2019 proposed expenditure budget for the same funds is \$22,009,992.59. This represents an increase of \$301,679.88 OR 1.39% higher than FY 2018.

However, in terms of the increased expenditures, the increase in overall salaries (certified salaries rose by approximately \$250,000, benefits paid to employees – health and dental decreased by approximately the same amount due to a decrease this year in the PPO premiums of approximately 5.5%. While the salary and benefits still increased, this offset permitted the District to realize a small increase in the total budgeted operating funds of more than 50% less of last year's total increase (3.7% in FY2018 vs. 1.39% in FY2019). In addition, in terms of remaining increased expenditures, transportation continues to increase due to the District's inability to continue pairing its bus routes with District 214. This transportation increase is 10.00% over FY2018 transportation costs, but the vast majority of these costs are due to an increase in expected McKinney-Vento transportation and the full year addition of the ECDEC Harper College Program that the District will realize 100% reimbursement for from ECDEC due to the grant providing funding for this program. In addition, the District has authorized the expenditure of funds to study all aspects of its transportation program to make determinations on the efficiencies of routes, total number of routes, determination on required transportation as well as whether fees should be charged for transportation.

The remaining increases come from carryover of unspent funds from FY2018 that have specific purposes in the Education Fund for new furniture and classrooms based upon need identified in the District's long range capital plan and special needs classrooms as identified by the IEP and 504 requirements of students. Carryover funds for projects that were budgeted for in FY2018 but completed in FY2019 within the Operations & Maintenance Fund are also accounted for in the budget.

It also must be mentioned that the District has once again budgeted \$185,000 in contingencies – dollars it does NOT believe it will need to spend. These monies are for items such as private tuition, salaries for substitutes or replacements in case of long term need, and liabilities that are foreseen, but may not occur – areas that we will track and update the Board on throughout the year. As such, if the contingency funds are not needed, the District's overall non-salary, non-benefits and non-transportation FY2019 expenditure budget will be LESS than the FY2018 adopted budget.

As was stated in the discussions regarding the budget, long range plan and future goals, the District promised to bring forward a flat budget in all areas other than salaries, benefits and transportation. Based upon the budget being presented, this goal has been accomplished. This was only accomplished through the efforts of the building principals in conjunction with their staff members, directors, assistant superintendents and superintendent.

In an effort to provide more information on the function items that increased by 5% from the previous year or over \$10,000. Such descriptions are provided in the attached "all operating fund outlook (plus Debt Service Fund) as Tentative Budget.

Attached to this document in support of the below recommendation are the following documents:

1. All Operating Fund Outlook (plus Debt Service Fund) as Tentative Budget;
2. Resolution to Approve Tentative Budget; and
3. Notice of Public Hearing.

Recommendation:

1. Approval of the Tentative Budget in conformance with the attached Resolution.
The administration recommends the Board of Education approve the Tentative Budget as presented.
2. Approve placement of the Tentative Budget on Display.
The administration recommends the Board of Education place the Tentative Budget in display in the Business Office of Prospect Heights School District 23 during regular business hours.
3. Approve the Date and Time of the Public Hearing on the Final Budget.
The administration recommends the Board of Education approve the date and time of the Public Hearing on the Final Budget as Thursday, September 20, 2018 at 7:00 pm.
4. Approve the posting of Notice of the Public Hearing on the Final Budget.
The administration recommends the Board of Education approve the posting of the formal notice of the Public Hearing on the Final Budget in a paper of general circulation in accordance with the *Illinois School Code*.

RESOLUTION FOR APPROVAL TO POST FY19 TENTATIVE BUDGET, POST NOTICE IN NEWSPAPER and SCHEDULE PUBLIC HEARING

WHEREAS, the Board of Education has reviewed and considered the Fiscal Year 2019 Tentative Budget prepared by the Superintendent or designee; and

WHEREAS, the Board of Education is required to make the Fiscal Year 2019 Tentative Budget available to public inspection and to hold at least one public hearing thereon prior to final action thereon by Section 17-1 of the School Code (105 ILCS 5/17-1);

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF SCHOOL DISTRICT NO. 23, COUNTY OF COOK, STATE OF ILLINOIS, as follows:

SECTION 1: The Budget as prepared by the Superintendent or designee is hereby approved as a Tentative Budget only, in the form attached and made a part of the document.

SECTION 2: The Tentative Budget shall be made available in its tentative form to public inspection for at least 30 days prior to final action thereon.

SECTION 3: Notice of the availability of the tentative Budget for public inspection shall be given by publication in the Daily Herald, being a newspaper published in this School District in accordance with Exhibit A attached hereto and incorporated by reference.

SECTION 4: A public hearing shall be held on the Fiscal Year 2018 Tentative Budget on the 20th day of **September, 2018**, at the hour of 7:00 p.m., at the Grodsky Administration Center, 700 N. Schoenbeck Road, Prospect Heights, Illinois.

SECTION 5: This Resolution shall be in full force and effect upon its adoption.

ADOPTED this 15th day of August 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: _____

ABSTAIN: _____

ABSENT: _____

**BOARD OF EDUCATION OF
PROSPECT HEIGHTS SCHOOL,
DISTRICT NO. 23, COOK COUNTY, ILLINOIS**

By: _____
President, Board of Education

ATTEST:

Secretary

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN by the Board of Education of Prospect Heights School District 23, in the County of Cook, State of Illinois, that the Tentative Budget for said School District for the fiscal year beginning July 1, 2018 will be on file and conveniently available for public inspection in the Grodsky District Administration Office located at 700 N. Schoenbeck Road, Prospect Heights, Illinois between the hours of 8:30 a.m. and 3:00 p.m. beginning on August 16, 2018.

NOTICE IS FURTHER HEREBY GIVEN that a public hearing on said Tentative Budget will be held at 7:00 p.m. on the 20th day of September 2018 at the Board of Education Offices, located at 700 N. Schoenbeck Road, in the City of Prospect Heights, Illinois.

Dated this 15th day of August, 2018,

Board of Education
Prospect Heights School District 23, Cook County, Illinois
Mari-Lynn Peters, Secretary, Board of Education

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN by the Board of Education of Prospect Heights School District 23, in the County of Cook, State of Illinois, that the Tentative Budget for said School District for the fiscal year beginning July 1, 2018 will be on file and conveniently available for public inspection in the Grodsky District Administration Office located at 700 N. Schoenbeck Road, Prospect Heights, Illinois between the hours of 8:30 a.m. and 3:00 p.m. beginning on August 16, 2018.

NOTICE IS FURTHER HEREBY GIVEN that a public hearing on said Tentative Budget will be held at 7:00 p.m. on the 20th day of September 2018 at the Board of Education Offices, located at 700 N. Schoenbeck Road, in the City of Prospect Heights, Illinois.

Dated this 15th day of August, 2018.

Board of Education
Prospect Heights School District 23, Cook County, Illinois
Mari-Lynn Peters, Secretary, Board of Education



FY2019 Tentative Budget
Prospect Heights School District 23

BACKGROUND AND ASSUMPTIONS:

The budget was prepared in conjunction with the building principals, directors, assistant superintendents and Superintendent

The budget, as has been the case, is prepared by the expenditures in the major operating funds plus debt service (Ed, O&M, Tran, Tort)

The health and dental insurance coverages for certain new employees have not yet been added at the actual rates as choices are unknown; Those costs are currently figured in at single coverage.

Grant dollars are allocated but, as is typical, may change as we secure approvals from ISBE and/or have the allocations modified

The District experienced savings from health insurance costs being lower, since the District recouped the savings per the contract.

The District also experienced savings from the retirements of certified staff members and the natural savings from hiring new teachers

Prospect Heights School District 23
 FY 2019 EDUCATION FUND TENTATIVE BUDGET

Account	Description	FY18 Adopted	FY19 Proposed	Change +/-	Notes
10.5.0000.1110	Elementary Education Programs	\$ 3,784,376.43	\$ 3,635,134.37	4%	Increase/decrease within the range of acceptability
10.5.0000.1111	Reading Resource Program	\$ 525,576.72	\$ 518,381.68	-1%	Increase/decrease within the range of acceptability
10.5.0000.1112	MacArthur Science Program	\$ -	\$ 2,700.00	New	New account code based upon subject area set aside
10.5.0000.1113	Art Program	\$ 183,035.32	\$ 196,042.15	7%	Increase based upon salary increases and supply reallocations by principals
10.5.0000.1114	Band Program	\$ 179,708.74	\$ 178,585.20	-1%	Increase/decrease within the range of acceptability
10.5.0000.1115	Music Program	\$ 38,140.19	\$ 37,498.04	-2%	Increase/decrease within the range of acceptability
10.5.0000.1116	Physical Education Program	\$ 562,954.00	\$ 519,619.27	-8%	Decrease based upon salary reduction due to retirement
10.5.0000.1117	Chorus Program	\$ 69,477.38	\$ 72,168.07	4%	Increase/decrease within the range of acceptability
10.5.0000.1118	Orchestra Program	\$ 81,388.68	\$ 75,493.35	-7%	Part-time music teacher still to be hired; Cost will adjust slightly
10.5.0000.1119	Foreign Language Program	\$ 385.00	\$ 385.00	0%	Increase/decrease within the range of acceptability
10.5.0000.1120	Middle School Education	\$ 1,859,206.21	\$ 1,844,530.33	-1%	Increase/decrease within the range of acceptability
10.5.0000.1121	6th Grade Programs	\$ 1,750.00	\$ 1,200.00	-31%	Decrease based upon allocation of certain FY18 funds to new science account
10.5.0000.1122	7th Grade Programs	\$ 2,500.00	\$ 1,000.00	-60%	Decrease based upon allocation of certain FY18 funds to new science account
10.5.0000.1123	8th Grade Programs	\$ 1,750.00	\$ 1,000.00	-43%	Increase/decrease within the range of acceptability
10.5.0000.1205	Special Education Services	\$ 2,487,944.95	\$ 2,420,629.42	-3%	Increase/decrease within the range of acceptability
10.5.0000.1225	Early Childhood Program Services	\$ 224,740.70	\$ 240,498.76	7%	Increase based upon salary increases and supplies
10.5.0000.1250	Title Programs	\$ 141,881.00	\$ 88,250.00	-38%	Decrease based upon reallocation of grant dollars by code due to ISBE requirements
10.5.0000.1410	STEM Program	\$ 57,969.32	\$ 56,694.95	-2%	Increase/decrease within the range of acceptability
10.5.0000.1412	Family and Consumer Sciences Program	\$ 66,188.08	\$ 64,361.64	-3%	Increase/decrease within the range of acceptability
10.5.0000.1501	Extracurricular Clubs	\$ 31,981.06	\$ 35,563.99	11%	Increase based upon supply, dues and entrance fee increases
10.5.0000.1502	Co-curricular Club Programs	\$ 36,493.54	\$ 37,309.41	2%	Increase/decrease within the range of acceptability
10.5.0000.1503	Intercollegiate Sports Programs	\$ 69,719.57	\$ 68,599.60	-2%	Increase/decrease within the range of acceptability
10.5.0000.1504	Intramural Sports Programs	\$ 8,134.58	\$ 8,613.76	6%	Increase due to reallocation of stipends and budgeted supply costs
10.5.0000.1600	Summer School Programs	\$ -	\$ 4,658.00	New	New grant allocation and account under Title I
10.5.0000.1610	ESY Summer School	\$ 83,939.15	\$ 36,906.52	-56%	Decrease based upon review of 3 prior year expenditure history
10.5.0000.1800	Bilingual Services	\$ 666,571.68	\$ 661,987.07	-1%	Increase/decrease within the range of acceptability
10.5.0000.1912	Private Tuition	\$ -	\$ 142,960.00	New	Increase based upon website/software price increases
10.5.0000.2112	Support Services	\$ 30,000.00	\$ 32,000.00	7%	Increase based upon salaries and supplies
10.5.0000.2113	Social Work Services	\$ 332,426.24	\$ 353,983.32	6%	Increase based upon increased staff offset
10.5.0000.2130	Occupational Therapy Services	\$ 243,011.52	\$ 257,330.14	6%	Increase based upon increased staff offset by decrease in other purchased services
10.5.0000.2131	Physical Therapy Services	\$ 134,495.66	\$ 134,144.40	0%	Increase/decrease within the range of acceptability
10.5.0000.2134	Nurse Services	\$ 224,095.23	\$ 295,022.84	32%	Increase based upon addition of 2 LPN positions
10.5.0000.2140	Psychological Services	\$ 287,936.98	\$ 314,355.08	9%	Increase based upon addition of professional development funds and salary
10.5.0000.2150	Speech Pathology/Audiology Services	\$ 464,156.80	\$ 491,280.80	6%	Increase based upon addition of professional development funds and salary
10.5.0000.2159	Assistive Technology	\$ 50,284.48	\$ 26,825.00	-47%	Decrease based upon reduction of supplies needed
10.5.0000.2190	Other Support Services	\$ 2,250.00	\$ -	-100%	Stipend moved to be paid with other stipends; Act Code to be deleted
10.5.0000.2191	Crossing Guards	\$ 40,000.00	\$ 45,000.00	13%	Stipend moved to be paid with other stipends; Act Code to be deleted
10.5.0000.2192	PAIS Program	\$ 2,250.00	\$ -	-100%	Stipend moved to be paid with other stipends; Act Code to be deleted
10.5.0000.2210	Improvement of Instruction -- Curriculum	\$ 150,584.65	\$ 115,813.00	-23%	Decrease based upon reduction in benefits paid and reallocation of substitute monies
10.5.0000.2211	Office of the Assistant Superintendent Curriculum	\$ 172,093.28	\$ 171,969.84	0%	Increase/decrease within the range of acceptability
10.5.0000.2222	School Library Services	\$ 409,796.16	\$ 397,332.78	-4%	Increase/decrease within the range of acceptability
10.5.0000.2225	Computer Assisted Instruction Services	\$ 904,813.21	\$ 1,007,391.74	11%	Increase based upon funds carried over from FY18 due to eRate projects being completed
10.5.0000.2230	Testing/Assessment	\$ 40,000.00	\$ 30,000.00	-25%	Decrease based upon reduction in supplies ordered
10.5.0000.2310	Office of the Board of Education	\$ 74,350.00	\$ 51,500.00	-31%	Decrease based upon non-renewal of memberships and reduction of ot
10.5.0000.2321	Office of the Superintendent	\$ 402,095.36	\$ 392,741.67	-2%	Increase/decrease within the range of acceptability
10.5.0000.2369	Legal Services	\$ 45,000.00	\$ 65,000.00	44%	Increase due to HVAC investigation/litigation; Contract negotiations
10.5.0000.2410	Office of Building Principals	\$ 1,133,064.80	\$ 1,140,409.40	1%	Increase/decrease within the range of acceptability
10.5.0000.2510	Office of the Assistant Superintendent Finance	\$ 152,552.87	\$ 166,448.52	9%	Increase due to salary
10.5.0000.2520	Fiscal Services	\$ 176,931.36	\$ 190,210.30	8%	Increase based upon inclusion of new software and programs; Collection of fees to offset
10.5.0000.2560	Food Service	\$ 460,898.51	\$ 479,955.00	4%	Increase/decrease within the range of acceptability

10.5.0000.2570	Internal Services -- Copiers	\$ 36,500.00	\$ 35,750.00	-2%	Increase/decrease within the range of acceptability
10.5.0000.2620	Planning/Research	\$ 34,609.00	\$ 25,000.00	-28%	Decrease based upon grant funds being allocated to different areas
10.5.0000.2630	Information Services	\$ 110,950.00	\$ 111,950.00	1%	Increase/decrease within the range of acceptability
10.5.0000.2640	Staff Services	\$ 178,089.88	\$ 133,534.84	-25%	Decrease based upon placement of grant dollars or tuition & PD into different account
10.5.0000.2660	Data Processing	\$ 31,723.50	\$ 31,036.00	-2%	Increase/decrease within the range of acceptability
10.5.0000.2900	Support Services - Homeless	\$ 350.00	\$ 350.00	0%	Increase/decrease within the range of acceptability
10.5.0000.2910	Medicaid Processing	\$ 500.00	\$ 500.00	0%	Increase/decrease within the range of acceptability
10.5.0000.2920	Translation Services	\$ 3,250.00	\$ 3,250.00	0%	Increase/decrease within the range of acceptability
10.5.0000.3500	Extended Day Program	\$ 150,972.62	\$ 218,579.52	45%	Increase based upon reallocation of snack expenses to proper account and increased staff due to enrollment
10.5.0000.3900	Community Services	\$ 9,954.00	\$ 15,015.00	51%	Increase based upon increase in grant dollars allocated to outreach services
10.5.0000.4120	NSSSO Services	\$ 215,000.00	\$ 215,000.00	0%	Increase/decrease within the range of acceptability
10.5.0000.4220	NSSSO Tuition	\$ 368,018.00	\$ 167,007.00	-55%	Decrease due to private tuition outplacements increased and allocated in different account
10.5.0000.6000	Contingencies	\$ 186,704.90	\$ 190,000.00	2%	Increase/decrease within the range of acceptability
	Substitutes (Multiple Accounts; Reorganized FY19)	\$ 18,425,321.31	\$ 225,000.00	1%	Increase/decrease within the range of acceptability
	TOTALS	\$ 18,425,321.31	\$ 18,476,466.07	0.28%	
	Difference between FY18/FY19		\$ 51,144.76		

ADDITIONAL EXPENDITURE OUT OF TRANSFERS OUT OF FUND (Education to Debt Service)

Account	Description	FY18 Adopted	FY19 Proposed	Change +/-	Notes
10.7.0000.8430	Permanent Transfer to Debt Service	\$ 135,500.00	\$ 106,110.69	-22%	Reduction due to MacArthur iPad lease being paid in full FY18

Prospect Heights School District 23
FY 2019 OPERATIONS & MAINTENANCE FUND TENTATIVE BUDGET

Account	Description	FY18 Adopted	FY19 Proposed	Change +/-	Notes
20.5.0000.2541	Office of Buildings and Grounds	\$ 123,207.24	\$ 127,507.96	3%	Increase/decrease within the range of acceptability
20.5.0000.2542	Upkeep of Buildings	\$1,275,278.32	\$ 1,405,262.45	10%	Increase based upon carryover of unspent FY18 dollars*
20.5.0000.2543	Upkeep of Grounds	\$ 108,370.00	\$ 102,640.00	-5%	Increase/decrease within the range of acceptability
20.5.0000.2544	Upkeep of Equipment	\$ 13,800.00	\$ 13,800.00	0%	Increase/decrease within the range of acceptability
20.5.0000.2545	Upkeep of Vehicles	\$ 10,540.00	\$ 18,040.00	71%	Increase based upon needs of vehicles
	TOTALS	\$1,531,195.56	\$1,667,250.41	9%	
	Difference between FY18/FY19		\$ 136,054.85		

*Completion of MacArthur bathroom project and masonry, plus other projects

Prospect Heights School District 23
 FY 2019 DEBT SERVICE FUND TENTATIVE BUDGET

Account	Description	FY18 Adopted	FY19 Proposed	Change +/-	Notes
30.5.0000.5220	Long Term Debt Interest	\$ 342,012.00	\$ 269,413.00	-21%	Decrease based upon lower interest costs as more principle paid
30.5.0000.5320.319.01.0000	Long Term Principal and Fees	\$ 842,000.00	\$ 941,000.00	12%	Increased based upon higher principle as bonds near end of term
30.5.0000.5370.610.01.0000	Capital Lease Principal	\$ 190,767.00	\$ 106,110.69	-44%	Decrease due to MacArthur iPad lease bing paid in full FY18
	Totals	\$ 1,374,779.00	\$ 1,316,523.69	-4%	
	Difference between FY18/FY19		\$ (58,255.31)		

Prospect Heights School District 23
FY 2019 TRANSPORTATION FUND TENTATIVE BUDGET

Account	Description	FY18 Adopted	FY19 Proposed	Change +/-	Notes
40.5.0000.2551	General Education Transportation	\$ 1,208,854.84	\$ 1,260,222.42	4%	Increase/decrease within the range of acceptability
40.5.0000.2552	Special Education Transportation	\$ 128,500.00	\$ 176,000.00	37%	Increase based upon Harper College EC Program (paid by ECDEC)
40.5.0000.2900	McKinney-Vento Transportation	\$ 2,500.00	\$ 15,000.00	500%	Increase based upon FY18 histopry and enrolled students
40.5.0000.4120	NSSEO Transportation	\$ 115,000.00	\$ 145,000.00	26%	Increase based upon FY18 invoice billed in FY19
	TOTALS	\$ 1,454,854.84	\$ 1,596,222.42	10%	
	Difference between FY18/FY19		\$ 141,367.58		

Prospect Heights School District 23
FY 2019 TORT FUND TENTATIVE BUDGET

Account	Description	FY 18	FY19	Difference	Notes
80.5.0000.2362	Worker's Compensation	\$ 99,441.00	\$ 99,018.00	-0.43%	
80.5.0000.2363	Unemployment Compensation	\$ 3,500.00	\$ 3,500.00	0.00%	NONE REQUIRED IN TORT FUND
80.5.0000.2364	Property & Liability Insurance	\$ 58,500.00	\$ 61,425.00	5.00%	
80.5.0000.2369	Legal Services	\$ -	\$ -	-	
	TOTALS	\$ 161,441.00	\$ 163,943.00	1.55%	Increase/decrease within the range of acceptability
			\$ 2,502.00		



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

Date: August 10, 2018

Subject: Transfer from Education Fund to Debt Service Fund to Pay Leases

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

Per Section 100.50 Intra-Fund and Inter-Fund Transactions of the Illinois Administrative Code, Title 23, Subtitle A, Letter D-1; payments to pay debt service on any long-term debt must be made out of the Debt Service Fund. The funds used to make this payment must be transferred into the Debt Service Fund.

Currently, the District is engaged in two lease agreements:

1. Impact Networking – Copiers & Printers (4th YEAR of 5 YEARS: District Wide) - \$50,444.52
2. Apple Computer – iPad Lease (FINAL YEAR: Sullivan Elementary School) - \$55,666.17

The District will transfer funds this month to pay the remainder of the money owed to Apple for the Sullivan iPads. This payment will be for \$55,666.17. The other funds due and owing on the leases will be for the 4th year of a 5-year lease agreement for the District copiers/printers. This payment will be for \$50,444.52. The payments to be transferred from the Education Fund to Debt Service Fund total \$106,110.69.

Recommendation:

The administration recommends that the Board of Education approve the Resolution to transfer \$106,110.69 from the Education Fund to the Debt Service Fund for the leases listed above.

**RESOLUTION AUTHORIZING AND
DIRECTING THE PERMANENT TRANSFER OF MONEY
FROM THE EDUCATION FUND TO THE DEBT SERVICE FUND**

WHEREAS, the Board of Education of Prospect Heights School District No. 23, Cook County, Illinois, has previously pledged a certain sum of money that the District received pursuant to the Education Fund levy to be used for the payment of certain long-term debt; and

WHEREAS, Section 100.50 of the Illinois State Board of Education rules, 23 Ill.Admin.Code 100.50, provides that when revenue is pledged to pay debt service on any long-term debt, the pledged money shall be transferred into the Debt Service Fund and the debt paid from that Fund.

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 Board of Education hereby finds that all of the recitals contained in the preambles to this Resolution are true, correct, and complete and does hereby incorporate them into this Resolution by reference.

Section 2. The Board of Education hereby authorizes and directs that \$106,110.69 previously having been pledged for the payment of long-term debt, be transferred from the District's Education Fund to the Debt Service Fund.

Section 3. The money transferred from the Education Fund shall be used to pay the long-term debt for which it was previously pledged.

Section 4. The School Treasurer for the District is hereby authorized and directed to make any and all necessary entries on the District's books and records to evidence the transfer of said pledged money.

Section 5. All resolutions or parts thereof in conflict with this Resolution are hereby repealed and this Resolution shall be in full force and effect upon its adoption.

ADOPTED this 15th day of August 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
Prospects Heights School District 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 No. 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 AND
DIRECTING THE PERMANENT TRANSFER OF MONEY
FROM THE EDUCATION FUND TO THE DEBT SERVICE FUND**

as adopted by the Board at its meeting held on the **15th** day of **August 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 **15th** day of **August 2018**.

Secretary, Board of Education



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

Date: August 15, 2018

Subject: Strategic Plan Update

Prepared by: Don Angelaccio

The Administrative Team completed the next step in the Strategic Plan process during our Administrative Advance earlier this month. Building upon the previously adopted Strategic Plan Goals and Objectives, we have been working to articulate the action steps and strategies that we will use to address the broader target. It is important to remember that these elements of the Strategic Plan remain flexible and fluid as we respond to a wide range of variables. This memo includes the full and complete listing of strategies and actions developed at this time. The presentation shared will provide a more easily comprehensible summary of key actions, but we wanted you to have the full picture. Similarly, we will share the broad view with faculty, so they understand the alignment and interplay between their school/department and the whole District, but will provide a more succinct version for parents and stakeholders.

This representation shows the 4 Strategic Plan Goals, the associated 5 objectives, and identified data indicators that provide the ability to monitor our progress and tell our story. For each objective, a bullet-pointed list of strategies and actions is provided; in parentheses, we identify whether the scope of the work is aligned to District, Department, or School.

<h2 style="margin: 0;">Student Success</h2> <p style="margin: 0; font-style: italic;">Ensure all students are well rounded and emotionally and academically prepared for success in high school.</p>			
100	1.1	<p>Further develop and examine the effectiveness of core curriculum, interventions, and supports for all student groups.</p>	<p>ECRA PROPENSITY SCORES for WHOLE SCHOOL in ELA and MATH</p> <p>% of 8th Graders Passing Algebra 1</p> <p>% of 7th/8th Graders with GPA ^2.8</p>
	<ul style="list-style-type: none"> ● Facilitate math committee to investigate and adopt a new math curriculum and blended learning tool for 2019-20 implementation (DISTRICT) ● Grow STEM curriculum and offerings (DISTRICT) <ul style="list-style-type: none"> ○ Grow the use of makerspace and STEAM in our building, including within the LMC to engage students (ROSS) ○ Develop makerspace and STEAM activities (SULLIVAN) ○ Grow LMC STEAM/STEM curriculum materials/resources and LMC space usage(s) (IKE) ● Implement F&P Benchmarking twice yearly for all students to improve literacy instruction (SULLIVAN) ● Develop and pilot common assessments in literacy to improve literacy instruction (SULLIVAN) ● Plan and develop process to audit the MTSS process in the district (STUDENT SERVICES) <ul style="list-style-type: none"> ○ Collaborate with NSSEO to complete audit of MTSS process ○ Determine structures needing change and develop a timeline ● Share procedures of related services MTSS process with buildings (STUDENT SERVICES) ● Strengthen Writing and Communication Instruction and Feedback Across Disciplines to Enhance Learning (MAC) 		
100	1.2	<p>Ensure all students have access to curriculum and instruction that matches their skills and inspires growth.</p>	<p>ECRA Growth targets for ELA and Math</p> <p>- By subgroup?</p> <p>Universal Fastbridge Norm data</p>
	<ul style="list-style-type: none"> ● Support district improvement team to review district/building data (DISTRICT) ● Implement daily Core Plus structure to address the needs of all learners (SULLIVAN) 		
100	1.3	<p>Support the whole child including the development of social/emotional and life skills.</p>	<p>Identify SABERS metric via pilot</p> <p>Discipline data in comparison to PBS Tiers</p>

- Conduct pilot of SAEBERS tool to develop formal method of enhancing identification of at-risk students (DISTRICT)
 - Develop formal method for identifying students who are at-risk based on SAEBERS data and procedures to address concerns (STUDENT SERVICES)
 - Implement pilot of SAEBERS data to assist in identifying at-risk students (ROSS)
- Launch PBIS training and investigation to improve implementation and consistency of behavior and SEL response. (DISTRICT)
 - Launch PBIS training and investigation to improve implementation and consistency (ROSS)
 - Launch PBIS training and investigation to improve implementation and consistency (IKE)
 - Continue PBIS training and refinement of practices to support social/emotional growth of students. (SULLIVAN)
 - Continue to Plan Responsive SEL Supports to Help Students Be Most Available for Learning, and Develop Staff Practices and Protocols (MAC)
 - Continue developing and implementing practices to promote student physical health (think morning breakfast, athlete brown-bag meals) (MAC)

Evaluate program development and innovations including ELL, Special Education, At-Risk students and optimal length and start of the school day.

ACCESS Proficiency Data
 Rtl Exit Rates?
 Fastbridge growth target for subgroups

- Complete ISBE compliance audit. (DISTRICT)
- Facilitate TLT Committee to investigate and develop the Tech Plan 3.0. (DISTRICT)
 - **PD:** Investigate and Develop alternate personalized PD opportunities
 - **Student Voice:** Investigate and Pilot Opportunities for students to share their learning.
 - **Equipment:** Continue monitoring refresh cycles, effectiveness of iPad for student instruction, staff devices, and classroom tools and equipment.
 - **Security:** Explore security measures, cloud services, software terms, privacy, and procedures for best practice.
- Support biliteracy transition and program development for Spanish bilingual students. (DISTRICT)
- Explore Polish bilingual supports and services. (DISTRICT)
- Develop a systematic approach to special education curriculum review (STUDENT SERVICES)
- Finalize Mac Reading/LA Curriculum adoption and implement (STUDENT SERVICES)
- Implement Activities, Processes, and Transitions to Celebrate 8th Grade and One's Time at MacArthur and in District 23 (MAC)
- Explore Incubator Lab to supplement Academic emphasis in "Step-up" (MAC)
- Explore school day time requirements/bell schedule needs by subject (MAC)

Explore accessibility and expansion of extra-curricular and foreign language experiences.

Participation rates – by subgroup?
 Out of School Activities?

- Align/Connect Ross and Sullivan Ambassador Program – Service learning, celebrations, expectations - in order to provide greater accessibility for students (ROSS/SULLIVAN)
- Expand and Strengthen Special Olympics program in the district (STUDENT SERVICES)
- Develop Offerings to Increase Access to Foreign Language and STEM Instruction (MAC)
- Develop FLL team (MAC)
- Explore Spanish offerings and needs of students, expanding to Heritage Spanish for Biliteracy (MAC)
- Continue Language Stars program at the elementary schools (SULLIVAN/ROSS/IKE)
- Implement STEAM program to engage students in additional after school activities.
- Continue refining the Mac Athletic Handbook (MAC)

Teaching, Learning, and Innovation

Encourage a learning environment that emphasizes excellence and retains high-quality staff.

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Continue to seek and retain high quality professional staff and leaders.

Retention Rate

2.1

- Launch induction and mentoring program to support new teachers. (DISTRICT)
 - Support mentoring of new staff (ROSS)
- Enhance “on-boarding” process to support efficient processes. (DISTRICT)
- Strengthen benefits options and facilitate improved communication to membership. (DISTRICT)
- Continue growing/supporting team leader development, team cultures, and staff development planning/work as related to collective responsibility (IKE)
- Improve substitute teacher training to retain and maintain a quality list of subs year over year (HR)
- Develop a wellness program to include more events and information (HR)
- Continue to improve employment procedures and maintain consistency (HR)
- Strengthen student teacher process and procedures to find and develop quality candidates for potential positions within the district (HR)
- Strengthen leadership among departments, developing a leadership team within the Student Services Department (STUDENT SERVICES)

Identify gaps in student learning and develop instructional approaches to meet the needs of all students.

Proficiency Gap analysis

2.2

- Review blended learning literacy tools to support intervention programs. (DISTRICT)
- Continue implementation of use of blended learning tools. (DISTRICT)
- Continue blended learning opportunities (Splash Math, Reading Eggs, & Exact Path) (IKE)
- Identify gaps in student learning (IEP) and determine needs for professional development to improve student learning (STUDENT SERVICES)

- Increase sharing of information from special education departments to district (STUDENT SERVICES)

2.3

Develop and communicate an aligned curricular map of expected learning standards.

5 Essentials: T response re: curriculum

- Finalize science curriculum maps. (DISTRICT)

2.4

Provide job-embedded professional development aligned to 21st Century learner needs.

5 Essentials: T response re: Professional Development

- Provide professional development related to math practices and standards. (DISTRICT)
- Strengthen instruction through continued professional development cohort model (Inquiry Based Learning, Differentiation, Instructional Tech). (DISTRICT) & (MAC)
 - Strengthen instruction through continued professional development cohort model (Inquiry Based Learning, Differentiation, Instructional Tech). (ROSS)
- Implement ongoing meetings with directors and principals in their implementation of school goals to improve teaching and learning. (AZ)
- Restructure staff PD delivery through building PD committee to improve shared leadership. (ROSS/SULLIVAN)
- Strengthen instruction through continued professional development on Differentiated Instruction and literacy practices. (SULLIVAN).
- Build consensus of guided math instruction practice (IKE)

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2.5

Support positive and collaborative culture that enhances professional learning and practice.

5 Essentials: T response re: Culture

- Support Growth Mindset to enhance culture of improved learning. (DISTRICT)
- Continue relationship building and visibility to enhance morale and build culture. (DISTRICT) & (MAC)
 - Continue relationship building and visibility to enhance climate and culture (ROSS)
- Implement the theme "Not Yet" with staff and students to promote Growth Mindset and improve staff and student outcomes. (SULLIVAN)
- Explore universal use of Instructional Rounds (Peer observation). (DISTRICT)
 - Implement use of Instructional Rounds (Peer observation). (ROSS)
- Implement meetings with teachers during grade level teams to develop a culture that has discussions around improved learning goals. (AZ)
- Facilitate building-wide growth mindset, innovation, and multicultural aesthetics as related to collective responsibility (IKE)
- Grow instructional learning walks (Danielson/student engagement, 4C's, differentiation, & IBL) into professional development sharing and team planning activities (IKE)
- Build department cohesion by having more structured department meeting time, enhancing communication opportunities, and conducting team building activities (STUDENT SERVICES)
- Implement Staff Apple Purchase Program (DISTRICT)
- Increase presence in buildings by attending regular staff meetings (BR)

Family and Community Partnership

Actively engage and communicate with all families to foster collaborative relationships that benefit student learning and understanding of district priorities.

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3.1	Use relevant, ongoing communication tools and methods to engage parents and community.	Readership of Constant Contact Followers on Twitter/Facebook
	<ul style="list-style-type: none"> ● Launch our new website to engage our community (DISTRICT) ● Continue to strengthen the use of Constant Contact to increase readership of newsletters. (DISTRICT) ● Monitor social media use and impact. (DISTRICT) <ul style="list-style-type: none"> ○ Continue leveraging Twitter and other platforms to reach our whole community. (ROSS) ○ Continue leveraging Twitter, website, Facebook, and notecards to own the dinner table conversations about positive learning opportunities. (MAC) ○ Develop Instagram feed for positive learning opportunities and “People of Mac” (MAC) 	
3.2	Assist parents with understanding student learning standards, expectations and district priorities.	5 Essentials: P response re: curriculum
	<ul style="list-style-type: none"> ● Develop and pilot alternate spring conference options. (DISTRICT) ● Develop community dashboard to identify and monitor key performance indicators. (DISTRICT) ● Conduct school improvement team to inform parents and improve teacher influence in professional development planning as related to teacher influence (IKE) 	
3.3	Expand community partnerships.	# of Community Partnerships
	<ul style="list-style-type: none"> ● Align service learning projects to support community partnerships. (DISTRICT) <ul style="list-style-type: none"> ○ Align service learning projects to support community partnerships. (ROSS) ○ Launch grade level service learning projects (IKE) ● Strengthen relationships with PTO and EPTO. (DISTRICT) ● Continue partnership with D214 through Educator Prep and internship programs. (DISTRICT) ● Continue active participation in Link Together coalition. (DISTRICT) ● Develop avenues to increase community partnerships. (ROSS) ● Strengthen relationships with community partners through PHOG and AHOG, Rotary, and Chamber of Commerce. (DA) ● Continue supporting families with students with special needs by having parent information and social nights (STUDENT SERVICES) ● Develop family sharing/communication system for parents of students with special needs (STUDENT SERVICES) 	

	<ul style="list-style-type: none"> ● Explore the use of Key2Ed for student centered IEP meetings (STUDENT SERVICES) ● Explore Incubator Lab Mentor component (MAC) ● Continue Realtor outreach including tours of buildings. (DISTRICT) ● Continue collaborating with Link Together on Social Norms data at MacArthur (Mac) 	
3.4	Support positive and collaborative community culture that enhances connections between families.	5 Essentials: P response re: culture # of Family Events/Attendance?
	<ul style="list-style-type: none"> ● Develop family multicultural nights (AZ) ● Develop plan to increase parent involvement in the district through increased parent nights (ROSS/SULLIVAN) ● Explore avenues to increase regular parent presence in school during the instructional day. (SULLIVAN) 	
3.5	Develop a community relations and engagement plan targeted to future school district needs and priorities.	# of Community Events/Attendance?
	<ul style="list-style-type: none"> ● Implement Superintendent Advisory Council. (DA) ● Implement regular meetings with PHEA building reps. (SULLIVAN) 	

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Sustainable Resources
Advance effective use of resources to support safe, learner ready facilities that maximize student learning.

4.1	Develop a long-range financial plan that includes instruction, professional growth, technology, and facilities.	Fund balance EBM Adequacy Target
	<ul style="list-style-type: none"> ● Facilitate negotiations to implement fair and responsible agreement. (DISTRICT) ● Conduct bond issuance to facilitate implementation of life safety and long range facilities plan. (DISTRICT) <ul style="list-style-type: none"> ○ Develop 10 Year misc. Equipment replacement plan (BR) ○ Develop 3 year construction improvement plan (BR) ● Maximize collection of monies owed to District while assisting families in need so that resources are collected for optimal use and allocated efficiently (DISTRICT/MAD) 	

- Enhance use of financial software for effective and efficient purchasing in order to maximize use of funds/save money; eProcurement/ML Schedules (DISTRICT/MAD)
- Refine registration and payment process for ease of use by parents and maximum collection/reporting by staff (DISTRICT/MAD)
- Write IDEA/EC grants since they will no longer flow through NSSEO (STUDENT SERVICES)

Provide spaces that support collaborative learning opportunities.

5 Essentials: S responses re: Collaboration Bright Bytes?

- Continue investigation and communication of building/facility needs. (DISTRICT)
 - Build outdoor learning environment (revamp garden area, outdoor seating, and playground updating (IKE)
 - Investigate office space development (IKE/SULLIVAN)
 - Continue to investigate accessible learning spaces for students with special needs (STUDENT SERVICES)
- Continue furniture replacement, investigation, and planning. (DISTRICT)
 - Continue furniture replacement, investigation, and planning to support student learning in the 21st century classroom (ROSS)
 - Develop the best use of our LMC space in regards to 21st century learning (ROSS)
 - Continue furniture replacement, investigation, and planning to support student learning in the 21st century classroom (MAC)
- Develop custodial services manual (BR)
- Develop safety procedures and OSHA programs (BR)

Ensure safe and secure learning environments in collaboration with first responders.

5 Essentials: T, P, S response re: safety

- Examine safety action plan (ALICE) and develop improved emergency response protocols. (DISTRICT)
- Complete chemical inventory (BR)
- Continue Growing Green Project roadmap implementation. (BR)

Engage stakeholders in the development of effective use of resources.

5 Essentials: T response re: ownership/involvement

- Conduct transportation analysis. (DISTRICT)
- Implement system of reporting on revenues, expenses and fund balances to fully inform stakeholders of District outlook; place on website dashboard (DISTRICT/MAD)
- Explore community stakeholder committee (possibly in conjunction with Superintendent advisory committee) to determine the goals and demands of the community for the students and facilities (DISTRICT/MAD)
- Improve facility use procedures and invoicing schedule (BR)

4.5	Explore shared service opportunities, cost-saving consortiums and ventures.	# of Community Events/Attendance?
	<ul style="list-style-type: none"> ● Maintain ECDEC/Harper EC classroom/program. (DISTRICT) ● Explore partnership to expand EC offerings. (DISTRICT) ● Explore options with Village of Prospect Heights and Prospect Heights Park District for shared use facility and revenue generating opportunities (DISTRICT/MAD) ● Conduct analysis of transportation contract extension with District 21 based upon results of transportation study (DISTRICT/MAD) 	

This representation aligns our strategic plan objectives and action steps in “timeline” orientation. These are only District-wide elements that help us to see the components of the plan that are continuations of prior efforts, new steps to be implemented this school year, and items to develop and explore over the next few years. Each of the schools will add their strategies and actions when sharing with their faculty.

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Goal	Continue	Implement	Develop	Explore	STOP
1.1	Grow STEM curriculum and offerings (DISTRICT)	Facilitate math committee to investigate and adopt a new math curriculum and blended learning tool for 2019-20 implementation (DISTRICT)			
1.2	Support district improvement team to review district/building data (DISTRICT)				
1.3		Conduct pilot of SAEBERS tool to develop formal method of enhancing identification of at-risk students (DISTRICT) Launch PBIS training and investigation to improve implementation and consistency of behavior and SEL response. (DISTRICT)			
1.4	Support biliteracy transition and program development for	Complete ISBE compliance audit. (DISTRICT)		Explore Polish bilingual supports and services. (DISTRICT)	

	Spanish bilingual students. (DISTRICT)	Facilitate TLT Committee to investigate and develop the Tech Plan 3.0. (DISTRICT)			
1.5					
2.1	Strengthen benefits options and facilitate improved communication to membership. (DISTRICT) Enhance "on-boarding" process to support efficient processes. (DISTRICT)	Launch induction and mentoring program to support new teachers. (DISTRICT)			
2.2	Continue implementation of use of blended learning tools. (DISTRICT)	Review blended learning literacy tools to support intervention programs. (DISTRICT)			
2.3	Finalize science curriculum maps. (DISTRICT)				
2.4	Strengthen instruction through continued professional development cohort model. (DISTRICT) Continue relationship building and visibility efforts to enhance involvement and build culture. (DISTRICT)	Provide professional development related to math practices and standards. (DISTRICT)			
2.5	Support Growth Mindset to enhance culture of improved learning. (DISTRICT) Continue relationship building and visibility to enhance morale and build culture. (DISTRICT)	Implement Staff Apple Purchase Program (DISTRICT)		Explore universal use of Instructional Rounds (Peer observation). (DISTRICT)	

3.1	<p>Continue to strengthen the use of Constant Contact to increase readership of newsletters. (DISTRICT)</p> <p>Monitor social media use and impact. (DISTRICT)</p>	<p>Launch our new website to engage our community (DISTRICT)</p>			
3.2			<p>Develop and pilot alternate spring conference options. (DISTRICT)</p> <p>Develop community dashboard to identify and monitor key performance indicators. (DISTRICT)</p>		
3.3	<p>Align service learning projects to support community partnerships. (DISTRICT)</p> <p>Strengthen relationships with PTO and EPTO. (DISTRICT)</p> <p>Continue partnership with D214 through Educator Prep and internship programs. (DISTRICT)</p> <p>Continue Realtor outreach including tours of buildings. (DISTRICT)</p> <p>Continue active participation in Link Together coalition. (District)</p>				
3.4			<p>Develop family multicultural nights. (DISTRICT)</p>		
3.5		<p>Implement Superintendent Advisory Council. (DISTRICT)</p>			

4.1	<p>Enhance use of financial software for effective and efficient purchasing in order to maximize use of funds/save money; eProcurement/ML Schedules (DISTRICT/MAD)</p> <p>Refine registration and payment process for ease of use by parents and maximum collection/reporting by staff (DISTRICT/MAD)</p>	<p>Facilitate negotiations to implement fair and responsible agreement. (DISTRICT)</p> <p>Conduct bond issuance to facilitate implementation of life safety and long range facilities plan. (DISTRICT)</p> <p>Maximize collection of monies owed to District while assisting families in need so that resources are collected for optimal use and allocated efficiently (DISTRICT/MAD)</p>			
4.2	<p>Continue investigation and communication of building/facility needs. (DISTRICT)</p> <p>Continue furniture replacement, investigation, and planning. (DISTRICT)</p>				
4.3	<p>Continue Growing Green Project roadmap implementation. (DISTRICT)</p>			<p>Examine safety action plan (ALICE) and develop improved emergency response protocols. (DISTRICT)</p>	
4.4		<p>Conduct transportation analysis. (DISTRICT)</p> <p>Implement system of reporting on revenues, expenses and fund balances to fully inform stakeholders of District outlook; place on website dashboard (DISTRICT/MAD)</p>	<p>Explore community stakeholder committee (possibly in conjunction with Superintendent advisory committee) to determine the goals and demands of the community for the students and facilities (DISTRICT/MAD)</p>		

4.5	Maintain ECDEC/Harper EC classroom/program. (DISTRICT)	Conduct analysis of transportation contract extension with District 21 based upon results of transportation study (DISTRICT/MAD)		<p>Explore partnership to expand EC offerings. (DISTRICT)</p> <p>Explore options with Village of Prospect Heights and Prospect Heights Park District for shared use facility and revenue generating opportunities (DISTRICT/MAD)</p>	
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**Prospect Heights School District 23
Board Memorandum
Information Item**

Date: August 15, 2018

Subject: Enrollment Update

Prepared by: Don Angelaccio

As the Board will recall, this year we divided the registration and payment process into two separate components. One of the goals of this was to encourage more timely completion of the registration process. This enables administration to plan more effectively and complete scheduling/class assignments.

Our registration numbers were the best they had been in the last 6 years with at least 95% of all expected registration being complete across all of the grade levels by the end of June. Students “on hold” are those in our current system who have indicated that they are moving and will not return in the Fall. We maintain their record in our system until we have confirmed registration in a different district.

Grade	All Submissions	On Hold	Started	Notified/Not Started	Total Infosnap	Projected	Difference to Date	% Complete	Not Started
K	156	4	0	0	160	146	-10	107%	0%
1	140	4	2	3	149	161	21	87%	2%
2	153	1	0	3	157	154	1	99%	2%
3	164	1	0	0	165	168	4	98%	0%
4	178	1	1	1	181	186	8	96%	1%
5	186	1	0	0	187	188	2	99%	0%
6	153	1	0	1	155	161	8	95%	1%
7	156	3	1	1	161	162	6	96%	1%
8	194	4	3	0	201	205	11	95%	0%

The “projected” enrollment figures were developed by ForeCast5 and are used to provide a research based estimate. These data also do not yet account for any additional move in or move out students that will occur over the summer.

In July, we launched the second phase of registration by sending the invoices to all registered families seeking payment for school fees. This shift will allow us to more accurately delineate funds into their appropriate fiscal year. We are so grateful to our families for their quick and responsible actions. To date, we have collected over 80% of all expected registration fees.

The table below provides the Board with a snapshot of current projected class size averages based upon our most current registration data. While we do expect our typical new enrollments just prior to school and through Labor Day, these are the figures upon which our current scheduling and class placements are based.

**Class Size Projections
2018-2019 August 15, 2018**

	FY 2015	FY 2016	FY 2017	FY 2018	Core Teachers	Avg.	FY 2019	Core Teachers	Avg.	Net Section Change
Eisenhower										
Kindergarten	145	143	130	139	5	17	152/121	5	20	0
First Grade	187	182	164	152	7	22	141/123	7	21	0
Ross										
Second Grade	144	191	184	166	8	22	156/138	7	23	-1
Third Grade	156	138	196	178	8	23	164/148	8	21	0
Sullivan										
Fourth Grade	188	161	147	187	8	23	177	8	22	0
Fifth Grade	174	185	157	153	6	25	184	8	23	2
MacArthur										
Sixth Grade	152	178	196	160	7	22	155	7	23	0
Seventh Grade	171	154	180	201	8	26	161	7	23	-1
Eighth Grade	185	173	160	179	7	26	199	8	25	1
Total Enrollment	1502	1505	1514	1515	64		1551	65		1
					Total core tchrs			Total core tchrs		Net Change
Classroom Guidelines	K	1-2	3-4	5	6-8					
	17-21	18-23	20-25	22-26	24-27					



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

Date: August 15, 2018

Title: Triple I Parameters

Contacts: Don Angelaccio

With rising costs and increased scrutiny of expenditures, it is prudent that we review our parameters for participation in the annual Triple I conference. This year, the conference will be held from November 16-18, again in downtown Chicago. We continue to believe that attendance in this conference is one of the few, high-quality professional development opportunities afforded to school board members and encourage our continued participation. It is important for our governance team to continue to grow in their understanding of school and governance issues, as well as build a cohesive team through our time together.

Costs:

Registration: \$485 per person Travel/Parking: Varies
Lodging: \$193-\$203 per room per night Meals: Varies

Our budget includes an allocation to provide professional development and certain travel accommodations or meals for board members. This includes Triple I, IASB Dinners and workshops, Ed-Red/Fed-Ed Legislative dinners, and other events that may arise. This discussion is intended to solicit board direction into our common parameters for participation and what, if any, reimbursements are included.

Recommendations:

1. All members are welcome to attend all days of the conference and registration will be fully covered.
2. Housing will be provided for up to two nights at one of the hotels arranged by IASB, but attendance at the next day of conference is required.
3. Parking will not be reimbursed.
4. No mileage or other travel reimbursements will be made.
5. Meals will not be reimbursed. Administration will work to secure dinner/lunch as directed by the board.

These recommendations are the same for the District's professional staff when professional development opportunities are offered to staff. The only time mileage, parking and meals are reimbursed for staff is when they are directed to attend professional development conferences, speakers or events.