

PUTNAM COUNTY CUSD #535
BOARD OF EDUCATION MEETING AGENDA
PUTNAM COUNTY PRIMARY SCHOOL - MEDIA CENTER
April 22, 2013
6:30 PM

“WHERE ALL STUDENTS WILL LEARN AND SUCCEED AND ALL MEANS **ALL**”

DISTRICT GOALS:

Demonstrate increased academic achievement for all students.

Improve communications among all stakeholders in the Putnam County School District and communities.

Maintain strong fiscal responsibility in the Putnam County School District.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. ADJUSTMENTS TO THE AGENDA
- V. AUDIENCE PARTICIPATION/HEARING OF DELEGATIONS
 - A. Student Liaison-Austin Pletsch
 - B. JH Science Fair
- VI. CORRESPONDENCE
- VII. CONSENT AGENDA
 - A. Approve March 18, 2013 Regular and Executive Session Minutes, Expulsion Hearing Minutes, and Public Hearing on Working Cash Bonds Minutes. 3
 - B. Approve District Bills 13
 - C. Approve Financial Reports 30
 - D. Approve Treasurer's Report 96
 - E. Destroy Executive Session Verbatim Recordings of October 17, 2011
- VIII. REPORTS, UPDATES AND INFORMATIONAL ITEMS
 - A. Principals' Reports 98
 - B. Superintendent's Report
 - 1. Transportation Report 115
 - 2. Investment Report 116
 - 3. State Funding Update 117
 - C. Committee Reports
 - 1. Policy Committee

- 2. Negotiations Committee
- 3. Finance Committee
- 4. Building/Grounds Committee
- 5. Personnel Committee

IX. OLD BUSINESS

- A. Transportation Bid (Action) 118

X. NEW BUSINESS

- A. First Reading of PRESS Plus March 2013, Issue 81, policy changes and updates. 120
- B. Accept the Hillmann Pediatric Therapy Contract (Action) 160
- C. Accept the 2013/2014 Speech/Language Cost up to 50% from L.E.A.S.E. (Action) 165
- D. Approve Summer School at the Primary and Elementary Buildings. (Action) 167
- E. Elementary Building Asbestos Abatement and Floor Work (Action) 171

XI. EXECUTIVE SESSION FOR THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE OR DISMISSAL SPECIFIC EMPLOYEES OF THE DISTRICT AND COLLECTIVE BARGAINING. 176

XII. ACTION ITEMS FOLLOWING EXECUTIVE SESSION

- A. Accept Resignations (Action) 182
- B. Hire HS Winter Sports Coaches (Action) 183
- C. Accept the Collective Bargaining Agreement between the Putnam County Education Association IEA-NEA and the Putnam County CUSD #535 Board of Education. (Action) 185
- D. Set School Board Reorganization Meeting for Monday, April 29, 2013 at 6:30 p.m.. (Action)

XIII. ADJOURNMENT

Putnam County Community Unit School District #535
400 E Silverspoon Ave
Granville, Illinois 61326

Board of Education
Regular Meeting
6:30 p.m., March 18, 2013
Media Center Putnam County Primary School

President Vicky Nauman called the meeting to order at 6:40 p.m.

The meeting continued with the Pledge of Allegiance.

PLEDGE

The following members were present to answer roll call: Mr. Gibson, Ms. Glenn, Mrs. Hopkins, Mrs. Nauman, Mrs. Popurella and Mrs. Shore. Mr. Kettman was absent.

ROLL CALL

Mrs. Popurella moved and Mr. Gibson seconded the motion to appoint Mrs. Hopkins as Secretary Pro Tempore.

Student liaison, Austin Pletsch was not in attendance.

DELEGATIONS

Anita Ladage, Nancy Berger and Nichole Zellmer, second grade teachers, reported on the implementation of the Science Common Core in second grade.

Letter from Secretary of State awarding \$735 grant to library.

CORRESPONDENCE

Letter from Village of Granville, inviting district to joint review of TIF proposal at 3:00 p.m. on March 29 at the village office.

Thank you from Gracie Ciucci for IPA Good Behavior Breakfast.

Mr. Gibson moved and Mrs. Shore seconded the motion to approve the Consent Agenda - Regular and Executive session minutes of February 19, 2013, Treasurer's Report for month of February, bills for month of March, and destroy Executive Session Verbatim Recordings of September 19, 2011. On roll call the members voted as follows: Mr. Gibson, aye; Ms. Glenn, aye; Mrs. Hopkins, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; and Mrs. Shore, aye. Motion carried.

CONSENT AGENDA

Principals' reports are in BoardBook.

PRINCIPALS' REPORTS

Mr. Peterson described the new proposed math curriculum which provides for intensive help for students in need of math intervention and answered questions from Board Members.

Superintendent McCracken gave his monthly report.

SUPERINTENDENT REPORT

As reported in February, our district had a CD due on 2/27/13 at First State Bank. We put that CD out for bids, and First State Bank was the successful bidder for twelve months at .45%. The amount of the investment is \$332,904.42. On 5/13/13, we have another CD coming due. It is currently at First State Bank, and it is worth \$709,657.59. Following our investment policy, we will place that CD out for bids, too. On 11/17/13, there will be another CD coming due. It is also at First State Bank in the amount of \$206,166.52. State Funding Update: Total Owed by State - \$251,672.29.

No committee reports.

COMMITTEE REPORTS

PUTNAM COUNTY BOARD OF EDUCATION

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Ms. Glenn moved and Mr. Gibson seconded the motion to direct Superintendent McCracken to proceed with bidding process for asbestos abatement for flooring renovations at the Elementary Building. Superintendent was directed to use Healy Bender architects to manage asbestos bidding process. On roll call the members voted as follows: Ms. Glenn, aye; Mrs. Hopkins, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; Mrs. Shore, aye; and Mr. Gibson, aye. Motion carried.

FLOORING
RENOVATIONS
ELEMENTARY
BUILDING

Mrs. Popurella moved and Mrs. Shore seconded the motion to approve High School Summer School proposal for 2013. On roll call the members voted as follows: Mrs. Popurella, aye; Mrs. Shore, aye; Mr. Gibson, aye; Ms. Glenn, aye; Mrs. Hopkins, aye; and Mrs. Nauman, aye. Motion carried.

SUMMER SCHOOL
HIGH SCHOOL

Mrs. Shore moved and Mrs. Hopkins seconded the motion to hire Mr. James Peters from Zukowski Law Office for bus bidding process. On roll call the members voted as follows: Mrs. Shore, aye; Mr. Gibson, aye; Ms. Glenn, aye; Mrs. Hopkins, aye; Mrs. Nauman, aye; and Mrs. Popurella, aye. Motion carried.

BUS BID

Mrs. Popurella moved and Mr. Gibson seconded the motion to proceed with transportation bidding process. On roll call the members voted as follows: Mrs. Popurella, aye; Mrs. Shore, aye; Mr. Gibson, aye; Ms. Glenn, aye; Mrs. Hopkins, aye; and Mrs. Nauman, aye. Motion carried.

BUS BIDDING
PROCESS

Mr. Gibson moved and Ms. Glenn seconded the motion to approve the electrical agreement with Ameren. On roll call the members voted as follows: Mr. Gibson, aye; Ms. Glenn, aye; Mrs. Hopkins, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; and Mrs. Shore, aye. Motion carried.

ELECTRICAL
AGREEMENT

Ms. Glenn moved and Mrs. Hopkins seconded the motion to approve the Memorandum of Understanding between Bureau & Putnam County Health Department and Putnam County High School in the planning for and conducting of emergency response operations necessitated by disasters which may occur within the State of Illinois. On roll call the members voted as follows: Ms. Glenn, aye; Mrs. Hopkins, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; Mrs. Shore, aye; and Mr. Gibson, aye. Motion carried.

MOU WITH
BUREAU &
PUTNAM COUNTY
HEALTH DEPT

Mrs. Hopkins moved and Mr. Gibson seconded the motion to approve purchase of Common Goals for student management. On roll call the members voted as follows: Mrs. Hopkins, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; Mrs. Shore, aye; Mr. Gibson, aye; and Ms. Glenn, aye. Motion carried.

COMMON GOALS –
STUDENT
MANAGEMENT

Mrs. Shore moved and Mrs. Popurella seconded the motion to set graduation dates: Junior High, Thursday, May 23, 2013 at 7:00 and High School, Friday, May 24, 2013 at 7:00. All ayes, motion carried.

GRADUATION
DATES

Ms. Glenn moved and Mr. Gibson seconded the motion to approve the high school math curriculum. On roll call the members voted as follows: Ms. Glenn, aye; Mrs. Hopkins, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; Mrs. Shore, aye; and Mr. Gibson, aye. Motion carried.

HS MATH
CURRICULUM

PUTNAM COUNTY BOARD OF EDUCATION

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At 8:00 p.m. Mrs. Popurella moved and Ms. Glenn seconded the motion to adjourn to executive session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employee of the district and collective negotiating matters. On roll call the members voted as follows: Mrs. Popurella, aye; Mrs. Shore, aye; Mr. Gibson, aye; Ms. Glenn, aye; Mrs. Hopkins, aye; and Mrs. Nauman, aye. Motion carried.

EXECUTIVE
SESSION

At 8:58 p.m. Mrs. Popurella moved and Ms. Glenn seconded the motion to return to open session. On roll call the members voted as follows: Mrs. Popurella, aye; Mrs. Shore, aye; Mr. Gibson, aye; Ms. Glenn, aye; Mrs. Hopkins, aye; and Mrs. Nauman, aye. Motion carried.

Ms. Glenn moved and Mrs. Shore seconded the motion to approve the Resolution to Dismiss Full Time Aides – Brittany Mennie and Chelsi Straughn. On roll call the members voted as follows: Ms. Glenn, aye; Mrs. Hopkins, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; Mrs. Shore, aye; and Mr. Gibson, aye. Motion carried.

PERSONNEL

Mrs. Shore moved and Mrs. Hopkins seconded the motion to approve the Resolution Authorizing Non-Reemployment of Hollace Faletti. On roll call the members voted as follows: Mrs. Hopkins, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; Mrs. Shore, aye; Mr. Gibson, aye; and Ms. Glenn, aye. Motion carried.

Mrs. Popurella moved and Mr. Gibson seconded the motion to rehire first year teachers: Brooke Byers, Nichole Zellmer, Kaitlyn Ralph, Samantha Fifer, Jamie Kunkel, and Michelle Edens. On roll call the members voted as follows: Mrs. Popurella, aye; Mrs. Shore, aye; Mr. Gibson, aye; Ms. Glenn, aye; Mrs. Hopkins, aye; and Mrs. Nauman, aye. Motion carried.

Mrs. Popurella moved and Mr. Gibson seconded the motion to rehire second year teachers: Jessica Lenkaitis, Ashley Bush, John Heiser, Heather Ballard, and Tyler Ellena. On roll call the members voted as follows: Mrs. Popurella, aye; Mrs. Shore, aye; Mr. Gibson, aye; Ms. Glenn, aye; Mrs. Hopkins, aye; and Mrs. Nauman, aye. Motion carried.

Mrs. Popurella moved and Mr. Gibson seconded the motion to rehire third year teacher: Josh Nauman. On roll call the members voted as follows: Mrs. Popurella, aye; Mrs. Shore, aye; Mr. Gibson, aye; Ms. Glenn, aye; Mrs. Hopkins, aye; and Mrs. Nauman, aye. Motion carried.

Mrs. Popurella moved and Ms. Glenn seconded the motion to rehire fourth year teachers and grant tenure: Lori Miller, Staci Jermenc, James Barnett, and Betsy Kuehn. On roll call the members voted as follows: Mrs. Popurella, aye; Mrs. Shore, aye; Mr. Gibson, aye; Ms. Glenn, aye; Mrs. Hopkins, aye; and Mrs. Nauman, aye. Motion carried.

Mrs. Popurella moved and Mr. Gibson seconded the motion to rehire all certified and non-certified staff. On roll call the members voted as follows: Mrs. Popurella, aye; Mrs. Shore, aye; Mr. Gibson, aye; Ms. Glenn, aye; Mrs. Hopkins, aye; and Mrs. Nauman, aye. Motion carried.

PUTNAM COUNTY BOARD OF EDUCATION

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Mrs. Popurella moved and Ms. Glenn seconded the motion to hire Kyle Anderson as Primary/Elementary PE teacher. On roll call the members voted as follows: Mrs. Popurella, aye; Mrs. Shore, aye; Mr. Gibson, aye; Ms. Glenn, aye; Mrs. Hopkins, aye; and Mrs. Nauman, aye. Motion carried.

At 9:10 p.m. Mrs. Popurella moved and Ms. Glenn seconded the motion to adjourn. All ADJOURN ayes, motion carried.

Respectfully submitted.
Pamela Ellena, Board Secretary

APPROVED _____
BOARD PRESIDENT DATE

BOARD SECRETARY DATE

Putnam County Community Unit School District No. 535
Granville, Illinois 61326
EXECUTIVE SESSION MINUTES
MARCH 18, 2013

CALL TO ORDER The School Board of Putnam County met in regular session in the media center at the Primary Building.

ROLL CALL The following members were present to answer roll call: Mr. Gibson, Ms. Glenn, Mrs. Hopkins, Mrs. Nauman, Mrs. Popurella and Mrs. Shore. Mr. Kettman was absent.

EXECUTIVE SESSION At 8:00 p.m. Mrs. Popurella moved and Ms. Glenn seconded the motion to adjourn to executive session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employee of the district and collective negotiating matters. On roll call the members voted as follows: Mrs. Popurella, aye; Mrs. Shore, aye; Mr. Gibson, aye; Ms. Glenn, aye; Mrs. Hopkins, aye; and Mrs. Nauman, aye. Motion carried.

ITEMS DISCUSSED I. Hire – Kyle Anderson, PS & ES P.E. Teacher
 II. Dismissal of Aides – Brittany Mennie, Chelsi Straughn
 III. Dismissal of Holly Faletti
 IV. Dismissal of Carol Eckwall
 V. Negotiations Update

ADJOURN
RETURN TO OPEN MEETING At 8:58 p.m. Mrs. Popurella moved and Ms. Glenn seconded the motion to return to open session. On roll call the members voted as follows: Mrs. Popurella, aye; Mrs. Shore, aye; Mr. Gibson, aye; Ms. Glenn, aye; Mrs. Hopkins, aye; and Mrs. Nauman, aye. Motion carried.

BOARD PRESIDENT: _____

DATE: _____

BOARD SECRETARY: _____

DATE: _____

Putnam County Community Unit School District #535
400 E Silverspoon Ave
Granville, Illinois 61326

Board of Education
Public Hearing
6:30 p.m., March 18, 2013

Board President Vicky Nauman called the meeting to order at 6:34 p.m.

Mrs. Shore moved and Ms. Glenn seconded the motion to appoint Mrs. Hopkins as Secretary Pro Tempore. All ayes, motion carried.

SEC PRO TEMP

The following members were present to answer roll call: Mr. Gibson, Ms. Glenn, Mrs. Hopkins, Mrs. Nauman, Mrs. Popurella, and Mrs. Shore. Mr. Kettman was absent.

ROLL CALL

Mr. McCracken announced that the hearing is part of the process in preparing to issue bonds. At this time the Board does not intend to issue bonds, but may need to sometime in the next three years.

There were no questions or comments from the public.

PUBLIC
QUESTIONS

At 6:38 p.m. Mrs. Popurella moved and Mrs. Nauman seconded the motion to adjourn. All ayes, motion carried.

ADJOURN

Respectfully submitted.
Pam Ellena, Board Secretary

APPROVED _____
BOARD PRESIDENT

DATE

BOARD SECRETARY

DATE

Putnam County Community Unit School District No. 535
Granville, Illinois 61326
EXECUTIVE SESSION MINUTES
EXPULSION HEARING
March 18, 2013

CALL TO ORDER The School Board of Putnam County met in special session in the conference room at the Primary Building.

ROLL CALL The following members were present to answer roll call: Mr. Gibson, Ms Glenn, Mrs. Hopkins, Mrs. Nauman, Mrs. Popurella, and Mrs. Shore. Mr. Kettman was absent.

EXECUTIVE SESSION At 6:06 p.m. Mrs. Popurella moved and Mrs. Shore seconded the motion to move to executive session for the purpose student discipline. On roll call the members voted as follows: Mrs. Popurella, aye; Mrs. Shore, aye; Mr. Gibson, aye; Ms. Glenn, aye; Mrs. Hopkins, aye; and Mrs. Nauman, aye. Motion carried.

ITEMS DISCUSSED Parents and student 1213-01 were not in attendance. Student will be given information on GED programs and other options open to her to complete high school.

ADJOURN At 6:30 p.m. Mr. Gibson moved and Ms. Glenn seconded the motion to return to open session. On roll call the members voted as follows: Mr. Gibson, aye; Ms. Glenn, aye; Mrs. Hopkins, aye; Mrs. Nauman, aye; Mrs. Popurella, aye and Mrs. Shore, aye. Motion carried.

RETURN TO OPEN MEETING

APPROVED: _____

DATE: _____

Putnam County Community Unit School District #535
400 E Silverspoon Ave
Granville, Illinois 61326

Board of Education
Special Meeting – Expulsion Hearing
6:00 p.m., March 18, 2013
Conference Room Putnam County Primary School

President Vicky Nauman called the meeting to order at 6:05 p.m.

The following members were present to answer roll call: Mr. Gibson, Ms Glenn, Mrs. Hopkins, Mrs. Nauman, Mrs. Popurella, and Mrs. Shore. Mr. Kettman was absent. ROLL CALL

Mrs. Nauman moved and Mrs. Popurella seconded the motion to appoint Mrs. Hopkins as Secretary Pro Tempore. All ayes, motion carried. SEC PRO TEMP

At 6:06 p.m. Mrs. Popurella moved and Mrs. Shore seconded the motion to move to executive session for the purpose student discipline. On roll call the members voted as follows: Mrs. Popurella, aye; Mrs. Shore, aye; Mr. Gibson, aye; Ms Glenn, aye; Mrs. Hopkins, aye; and Mrs. Nauman, aye. Motion carried. EXECUTIVE SESSION

At 6:30 p.m. Mr. Gibson moved and Ms. Glenn seconded the motion to return to open session. On roll call the members voted as follows: Mr. Gibson, aye; Ms Glenn, aye; Mrs. Hopkins, aye; Mrs. Nauman, aye; Mrs. Popurella, aye and Mrs. Shore, aye. Motion carried.

Ms. Glenn moved and Mr. Gibson seconded the motion to expel student 1213-01 for the remainder of the 2012-2013 school year. On roll call the members voted as follows: Ms. Glenn, aye; Mrs. Hopkins, aye; Mrs. Nauman, aye; Mrs. Popurella, aye; Mrs. Shore, aye; and Mr. Gibson, aye. Motion carried. STUDENT EXPULSION

At 6:31 p.m. Mrs. Popurella moved and Mrs. Hopkins seconded the motion to adjourn. All ayes, motion carried. ADJOURN

Respectfully submitted.
Pamela Ellena, Board Secretary

APPROVED _____
BOARD PRESIDENT DATE

BOARD SECRETARY DATE

Bills Payable List

Printed: 4/19/2013 10:14 AM
 PUTNAM COUNTY CUSD #535

Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
ALEXIAN BROTHERS BEHAVIORAL HOSPITAL					
		HOMEBOUND PROF SERV	415	400.00	10-1204-318-1
				<u>\$400.00</u>	
ALLIED WASTE SERVICES #366					
		ALL SCHOOL SERVICES	415	450.48	20-2542-321-1
				<u>\$450.48</u>	
AMEREN ENERGY MARKETING					
		H S- ELECTRIC SERVICE	415	5,181.71	20-2542-466-2
		JR HI-ELECTRICAL SERVICE	415	2,414.45	20-2542-466-3
		ELEMENTARY-ELECTRIC SERVI	415	1,329.01	20-2542-466-4
		PRIMARY-ELECTRIC SERVIC	415	2,073.07	20-2542-466-5
				<u>\$10,998.24</u>	
AMEREN ILLINOIS					
		H S- ELECTRIC SERVICE	415	25.32	20-2542-466-2
		PRIMARY NATURAL GAS	415	1,709.31	20-2542-465-5
		H S-NATURAL GAS SERVICE	415	4,515.96	20-2542-465-2
		ELEMENTARY-NATURAL GAS	415	2,718.13	20-2542-465-4
		JR HI-NATURAL GAS	415	2,372.34	20-2542-465-3
				<u>\$11,341.06</u>	
AMSAN LLC					
		HIGH SCHOOL-BLDG SUPPLIE	415	1,000.00	20-2542-410-2
		PRIMARY BLDG SUPPLY	415	704.70	20-2542-410-5
				<u>\$1,704.70</u>	
ANDERSON'S					
52537		PRIMARY OFFICE - SUP	415	48.15	10-2410-410-5
				<u>\$48.15</u>	
ANTHEM SPORTS					
28321		HS-SUPPLIES	415	58.82	10-1113-410-2
				<u>\$58.82</u>	
ARAMARK					
		ALL SCHOOL SERVICES	415	203.66	20-2542-321-1
		ALL SCHOOL SERVICES	415	701.62	20-2542-321-1
		ALL SCHOOL SERVICES	415	307.83	20-2542-321-1
		ALL SCHOOL SERVICES	415	538.95	20-2542-321-1
		ALL SCHOOL SERVICES	415	967.12	20-2542-321-1
				<u>\$2,719.18</u>	
ARCHIPELAGO LEARNING					
32164A		STUDY ISLAND FOR 12/13	415	3,203.40	10-1113-470-1
				<u>\$3,203.40</u>	
BAELE, BRANDY					
		CROSS CAT - PRIM	415	52.77	10-1220-410-5
		SW-TRAVEL	415	36.19	10-2110-332-1
				<u>\$88.96</u>	
BLUE CROSS BLUE SHIELD					
		HLTH CRT S	98	795.30	10-481
		HLTH BP CRT S	98	7,158.30	10-481

Bills Payable List

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
		HLTH CRT F	98	3,495.50	10-481
		HLTH BP CRT F	98	4,469.40	10-481
		HLTH CRT E + S	98	1,418.55	10-481
		HLTH BP CRTE+S	98	2,545.27	10-481
		HLTH NC E+S	98	202.65	10-481
		HLTH BP NC E+S	98	363.61	10-481
		HLTH BP ADM S	98	265.12	10-481
		HLTH NC F	98	349.55	10-481
		HLTH BP NC F	98	446.94	10-481
		HLTH NC S	98	79.53	10-481
		HLTH NC S	98	79.53	20-481
		HLTH BP NC S	98	715.83	10-481
		HLTH BP NC S	98	715.83	20-481
		HLTH BP EMP+C	98	321.94	10-481
		HLTH BP EMP+C	98	321.94	20-481
		HLTH E + C	98	1,213.87	10-481
		HLTH BP E + C	98	2,253.58	10-481
		HLTH E + C	98	173.41	10-481
		HLTH E + C	98	173.41	20-481
		HLTH ADM BP F	98	2,389.47	10-481
		HLTH ADMIN E+S	98	521.24	10-481
		HLTH ADMIN E+S	98	45.02	40-481
		HLTH CRT S	98	845.25	10-481
		HLTH CRT S	98	3.07	40-481
		HLTH BP CRT S	98	7,608.00	10-481
		HLTH BP CRT S	98	27.52	40-481
		HLTH CRT F	98	3,495.50	10-481
		HLTH BP CRT F	98	4,469.40	10-481
		HLTH CRT E + S	98	1,418.55	10-481
		HLTH BP CRTE+S	98	2,545.27	10-481
		HLTH NC E+S	98	202.65	10-481
		HLTH BP NC E+S	98	363.61	10-481
		HLTH BP ADM S	98	265.12	10-481
		HLTH NC F	98	349.55	10-481
		HLTH BP NC F	98	446.94	10-481
		HLTH NC S	98	79.53	10-481
		HLTH NC S	98	79.53	20-481
		HLTH BP NC S	98	715.83	10-481
		HLTH BP NC S	98	715.83	20-481
		HLTH BP EMP+C	98	321.94	10-481
		HLTH BP EMP+C	98	321.94	20-481
		HLTH E + C	98	1,213.87	10-481
		HLTH BP E + C	98	2,253.58	10-481
		HLTH E + C	98	173.41	10-481
		HLTH E + C	98	173.41	20-481
		HLTH ADM BP F	98	2,389.47	10-481
		HLTH ADMIN E+S	98	521.24	10-481
		HLTH ADMIN E+S	98	45.02	40-481

Bills Payable List

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 PUTNAM COUNTY CUSD #535

Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
				<u>\$61,559.82</u>	
BOGNER ELECTRIC		H S-BUILDING REPAIRS/MAI	415	879.00	20-2542-323-2
				<u>\$879.00</u>	
BOND-FAYETTE-EFFINGHAM ROE		TRANSP - YB SUPPLY	415	8.00	40-2550-411-1
				<u>\$8.00</u>	
BOTH, PATRICIA		SW-TRAVEL	415	111.86	10-2110-332-1
				<u>\$111.86</u>	
BOUDREAU, REBECCA		TITLE I 7-5	415	30.79	10-1250-332-36
				<u>\$30.79</u>	
BRANDSTATTER SONS, JOHN		ELEMENTARY-BLDG REPAIR	415	58.99	20-2542-323-4
				<u>\$58.99</u>	
CARBONI, AMY		TITLE I 7-5	415	44.55	10-1250-332-36
				<u>\$44.55</u>	
CASCIO INTERSTATE MUSIC		MUSIC SUPPLY-HS	415	11.80	10-1115-410-2
				<u>\$11.80</u>	
CDWG INC.		SUPT OFFICE-CAP OUTLAY	415	528.48	10-2320-540-1
		SUPT OFFICE-SUPPLIES	415	519.50	10-2320-410-1
28312		VOC AG SUPPLIES	415	389.97	10-1401-410-2
28345		brother printer toner	415	728.81	10-1113-470-1
28346		PROJECTION SCREENS	415	752.59	10-1113-470-1
28347		TECH R/M	415	127.54	10-2226-323-1
				<u>\$3,046.89</u>	
CES		PRIMARY REPAIR/MAI	415	354.00	20-2542-323-5
				<u>\$354.00</u>	
CIONI FORD, AL		DRIVERS ED R/M	415	28.25	10-1700-323-2
		YELLOW BUS R/M	415	53.46	40-2550-322-1
				<u>\$81.71</u>	
COMPANION LIFE (DENTAL)		DENTAL CERT S	98	141.00	10-481
		DENTAL BP CRT S	98	261.60	10-481
		DENTAL CRT F	98	514.28	10-481
		DENTAL BP CRT F	98	955.19	10-481
		DENTAL CERT S+	98	134.50	10-481
		DENT BP CRT S+	98	249.80	10-481
		DENT ADM BP F	98	191.67	10-481
		DENT ADM BP S	98	20.13	10-481

Bills Payable List

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
		DENT ADMIN E+S	98	35.37	10-481
		DENT ADMIN E+S	98	3.06	40-481
		DENT NC FAMILY	98	22.36	10-481
		DENT NC FAMILY	98	22.36	20-481
		DENT NC BP FAM	98	41.53	10-481
		DENT NC BP FAM	98	41.53	20-481
		DENT NC S+ 1	98	26.90	10-481
		DENT BP NC S+ 1	98	49.96	10-481
		DENT NC SINGLE	98	7.05	10-481
		DENT NC SINGLE	98	21.15	20-481
		DENT NC BP SIN	98	13.08	10-481
		DENT NC BP SIN	98	39.24	20-481
		DENTAL EMP PD	98	20.13	10-481
		DENTAL CERT S	98	154.35	10-481
		DENTAL CERT S	98	0.75	40-481
		DENTAL BP CRT S	98	286.36	10-481
		DENTAL BP CRT S	98	1.40	40-481
		DENTAL CRT F	98	514.28	10-481
		DENTAL BP CRT F	98	955.19	10-481
		DENTAL CERT S+	98	134.50	10-481
		DENT BP CRT S+	98	249.80	10-481
		DENT ADM BP F	98	191.67	10-481
		DENT ADM BP S	98	20.13	10-481
		DENT ADMIN E+S	98	35.37	10-481
		DENT ADMIN E+S	98	3.06	40-481
		DENT NC FAMILY	98	22.36	10-481
		DENT NC FAMILY	98	22.36	20-481
		DENT NC BP FAM	98	41.53	10-481
		DENT NC BP FAM	98	41.53	20-481
		DENT NC S+ 1	98	26.90	10-481
		DENT BP NC S+ 1	98	49.96	10-481
		DENT NC SINGLE	98	7.05	10-481
		DENT NC SINGLE	98	21.15	20-481
		DENT NC BP SIN	98	13.08	10-481
		DENT NC BP SIN	98	39.24	20-481
		DENTAL EMP PD	98	20.13	10-481
				<u>\$5,664.04</u>	
COMPANION LIFE (LIFE)					
		LIFE ADM BP	98	19.00	10-481
		LIFE SUPT BP 2	98	4.37	10-481
		LIFE SUPT BP 2	98	0.38	40-481
		LIFE CERT	98	91.52	10-481
		LIFE CERT BP	98	169.36	10-481
		LIFE NC	98	6.66	10-481
		LIFE NC	98	3.32	20-481
		LIFE NC BP	98	12.38	10-481
		LIFE NC BP	98	6.20	20-481
		LIFE EMP PD	98	2.38	10-481

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		LIFE ADM BP	98	19.00	10-481
		LIFE SUPT BP 2	98	4.37	10-481
		LIFE SUPT BP 2	98	0.38	40-481
		LIFE CERT	98	94.68	10-481
		LIFE CERT	98	0.18	40-481
		LIFE CERT BP	98	175.18	10-481
		LIFE CERT BP	98	0.36	40-481
		LIFE NC	98	9.99	10-481
		LIFE NC	98	6.65	20-481
		LIFE NC BP	98	18.56	10-481
		LIFE NC BP	98	12.38	20-481
		LIFE EMP PD	98	2.38	10-481
				<u>\$659.68</u>	
CONSTRUCTIVE PLAYTHINGS					
	53058	SW-SUPPLIES	415	26.90	10-2110-410-1
				<u>\$26.90</u>	
CROSS, RONDA					
		PRINC OFFICE-TRAVEL	415	119.85	10-2410-332-1
		PRIMARY OFFICE - SUPPLIES	415	150.00	10-2410-410-5
				<u>\$269.85</u>	
CULLIGAN TRI CO SALES					
		ALL SCHOOL SERVICES	415	63.75	20-2542-321-1
				<u>\$63.75</u>	
DAKTRONICS, INC					
	27237	H S ATHLETIC-SUPPLIE	416	85.00	10-1501-410-2
				<u>\$85.00</u>	
DAVIS, ANNETTE E					
		HEARING IMP-TRAVEL	415	23.50	10-1207-332-1
		MEDIA PROG-TRAVEL	415	109.98	10-2220-332-1
				<u>\$133.48</u>	
DOWNEY, ANNE					
		TITLE I 7-5	415	37.31	10-1250-332-36
				<u>\$37.31</u>	
ENCOMPASS GAS GROUP INC					
		VOC.AG SUPPLIES	415	309.50	10-1401-410-2
				<u>\$309.50</u>	
FALETTI, HOLLY					
		TITLE I 7-5	415	89.30	10-1250-332-36
				<u>\$89.30</u>	
FICEK ELECTRIC & COMM					
		ALL SCHOOL SERVICES	415	110.00	20-2542-321-1
		ELEM-TELEPHONE	415	215.00	20-2542-340-4
				<u>\$325.00</u>	
FIRST CHOICE MED EQUIPMENT					
		MEDICAID	415	160.00	10-1220-411-11
				<u>\$160.00</u>	

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FOLLETT LIBRARY RESOURCES					
	28261	MEDIA - BOOKS	415	354.59	10-2220-411-2
				<u>\$354.59</u>	
FOX RIVER FOODS CO					
		F/C SCIENCE SUPPLY	415	23.80	10-1113-412-2
		ECE FOOD SUPP	415	248.65	10-1125-411-1
		HENN-CAFE FOOD	415	2,583.82	10-2560-410-4
		HEN BREAKFAST	415	496.99	10-2560-410-1-4
		HENN ELEM-CAFE MISC SUPP	415	83.00	10-2560-490-4
		PRIMARY CAFE FOOD	415	2,659.81	10-2560-410-5
		PRIMARY BREAKFAST	415	501.45	10-2560-410-1-5
		PRIMARY MISC SUPPLY	415	70.24	10-2560-490-5
		JR HI-CAFE FOOD	415	3,356.77	10-2560-410-3
		JH BREAKFAST	415	794.96	10-2560-410
		JR HI-CAFE MISC SUPPLIES	415	145.45	10-2560-490-3
		HIGH SCHOOL- FOOD	415	5,477.37	10-2560-410-2
		HS BREAKFAST	415	1,036.29	10-2560-410-1-2
				<u>\$17,478.60</u>	
FRONTIER					
		SUPT-TELEPHONE	415	82.35	20-2542-340-1
		ELEM-TELEPHONE	415	101.81	20-2542-340-4
		H S - TELEPHONE SERVICE	415	77.24	20-2542-340-2
				<u>\$261.40</u>	
G & B MECHANICAL					
		H S-BUILDING REPAIRS/MAI	415	775.00	20-2542-323-2
		PRIMARY REPAIR/MAI	415	100.96	20-2542-323-5
		JR HI-BUILDING CAP OUT	415	5,000.00	20-2542-540-3
				<u>\$5,875.96</u>	
GIMBAL, MATT					
		H S TRAVEL	415	10.81	10-1113-332-2
				<u>\$10.81</u>	
GLOBAL INDUSTRIAL					
	28310	VOC AG SUPPLIES	415	114.40	10-1401-410-2
	28310	VOC AG SUPPLIES	415	210.02	10-1401-410-2
	28310	VOC AG SUPPLIES	415	199.95	10-1401-410-2
				<u>\$524.37</u>	
GOSLIN, VANESSA					
		H S TRAVEL	415	70.50	10-1113-332-2
		JR HI-TRAVEL	415	70.50	10-1112-332-3
				<u>\$141.00</u>	
GRAINGER					
		ELEMENTARY-BLDG REPAIR	415	192.83	20-2542-323-4
		ELEMENTARY-BLDG REPAIR	415	575.10	20-2542-323-4
				<u>\$767.93</u>	
GRAPHIC ELECTRONICS					
		JR HI ATHLETIC AWARDS	415	70.00	10-1501-487-3

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				<u>\$70.00</u>	
GRASSERS		JR HI-BUILDING SUPPLIES	415	39.91	20-2542-410-3
				<u>\$39.91</u>	
HALL, JOSIE		TITLE I 7-5	415	152.10	10-1250-332-36
				<u>\$152.10</u>	
HANSENS SEWER SERVICE		JR HI-GROUNDS REP/MAIN	415	220.00	20-2543-323-3
				<u>\$220.00</u>	
HARRIS, JEFF		H S-ATHLETIC TRAVEL	416	109.04	10-1501-332-2
				<u>\$109.04</u>	
HENNEPIN BLDG IMPREST		TITLE IIA TRAVEL	415	90.00	10-1110-332-42
		4TH GRADE TO APOLLO THEATER	415	374.00	10-2310-411-6
				<u>\$464.00</u>	
HENNEPIN BOAT STORE LLC.		ELEMENTARY-GROUNDS SUPPLY	415	11.97	20-2543-410-4
				<u>\$11.97</u>	
HENNEPIN FOOD MART		HENN-CAFE FOOD	415	11.22	10-2560-410-4
		ELEMENTARY-BLDG SUPPLIES	415	21.26	20-2542-410-4
		BOARD SUPPLIES	415	68.31	10-2310-410-6
				<u>\$100.79</u>	
HENNEPIN WATER DISTRICT		ELEM-WATER	415	157.33	20-2542-322-4
				<u>\$157.33</u>	
HIGH SCHOOL IMPREST		H S-ATHLETIC WORKERS	415	810.00	10-1501-125-2
		PRINC OFFICE-POSTAGE	415	187.17	10-2410-341-1
		HS ATH DUES/FEES	415	350.00	10-1501-640-2
		HS OFFICE - SUPPLIES	415	22.14	10-2410-410-2
		HS ATHL OFFICIALS	415	400.00	10-1501-319-2
		F/C SCIENCE SUPPLY	415	38.80	10-1113-412-2
				<u>\$1,808.11</u>	
HILLMANN PEDIATRIC THERAPY		PHYS IMP-CONTRACT SERVIC	415	5,064.84	10-1204-319-1
				<u>\$5,064.84</u>	
HINCKLEY SPRING WATER CO		SUPT OFFICE-SUPPLIES	415	40.27	10-2320-410-1
				<u>\$40.27</u>	
HOFFMAN, JANICE		ECE TRAVEL 7-5	415	104.53	10-1125-332-1
				<u>\$104.53</u>	
HOOPESTON SEWING BOUTIQUE					

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	26954	F/C SCIENCE SUPPLY	415	62.00	10-1113-412-2
				<u>\$62.00</u>	
HULSTROM, NATALIE					
		MUSIC TRAVEL	415	118.44	10-1115-332-1
				<u>\$118.44</u>	
IASA					
		SUPT OFFICE-TRAVEL	415	25.00	10-2320-332-1
				<u>\$25.00</u>	
IDEAL ENVIROMENTAL					
		ASBESTOS T & W	415	1,000.00	20-2542-332-7
		ELEM ASBESTOS R/M T	415	417.50	20-2542-323-4-7
				<u>\$1,417.50</u>	
IL CENTRAL SCHOOL BUS LLC					
		CONTRACT-EX CURRIC	415	2,027.45	40-2550-328-1
		PCEF	415	691.07	40-2550-328-1
		SRAVTE REIMBURSEMENT	415	157.93	40-2550-328-1
		CONTRACT REG	415	31,561.68	40-2550-325-1
		CONTRACT SERVICE-SP ED R	415	12,916.41	40-2550-326-1
		CONTRACT SERVICE-AV	415	907.74	40-2550-327-1
		CONTRACT ECE ROUTES	415	9,644.94	40-2550-331-1
				<u>\$57,907.22</u>	
IL STATE UNIVERSITY					
		TITLE I 7-5	415	1,145.00	10-1250-332-36
				<u>\$1,145.00</u>	
IL VALLEY BUSINESS EQUIPMENT					
		HEN R/M/COPIERS	91	422.80	10-1110-323-4
		PRIMARY R/M /COPIER	91	422.80	10-1111-323-5
		JH R/M/COPIER	91	422.80	10-1112-323-3
		HS R/M / COPIER	91	422.80	10-1113-323-2
		SUP COPY MACHINE	91	422.80	10-2320-323-1
		HS R/M / COPIER	415	60.00	10-1113-323-2
				<u>\$2,174.00</u>	
IL VALLEY CELLULAR					
		SUPT-TELEPHONE	415	259.49	20-2542-340-1
		ALL SCHOOL SERVICES	415	127.81	20-2542-321-1
		ALL SCHOOL SERVICES	415	99.03	20-2542-321-1
				<u>\$486.33</u>	
IL VALLEY COMMUNITY HOSPITAL					
		HENN OFFICE - SUPPLIES	415	51.00	10-2410-410-4
				<u>\$51.00</u>	
IL VALLEY WASTE SERVICES					
		ALL SCHOOL SERVICES	415	560.12	20-2542-321-1
		ALL SCHOOL SERVICES	415	433.51	20-2542-321-1
				<u>\$993.63</u>	
IV SECURITY CONSULTING					
		PRIMARY REPAIR/MAI	415	372.00	20-2542-323-5

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				<u>\$372.00</u>	
JOHNSON, STEPHEN					
		GUIDANCE-TRAVEL	416	91.18	10-2120-332-1
				<u>\$91.18</u>	
JONES SCHOOL SUPPLY COMPANY					
52479		PRIMARY OFFICE - SUP	415	86.70	10-2410-410-5
				<u>\$86.70</u>	
JUNIOR HIGH IMPREST					
		JR HI-ATHLETIC WORKERS	415	105.00	10-1501-125-3
		PRINC OFFICE-POSTAGE	415	5.80	10-2410-341-1
		JH MEDIA SUPPLIES	415	10.00	10-2220-410-3
		PCEF PUTNAM MUSEUM	415	470.00	10-2310-411-6
				<u>\$590.80</u>	
KRIEWALD, GERALD					
		H S-ATHLETIC TRAVEL	415	131.44	10-1501-332-2
				<u>\$131.44</u>	
LAB-AIDS					
28276		H S-ATHLETIC TRAVEL	415	255.86	10-1401-410-2
				<u>\$255.86</u>	
LAMBOLEY, ANN P					
		FISCAL SVCS TRAVEL	415	45.12	10-2520-332-1
				<u>\$45.12</u>	
LANTER DISTRIBUTING LLC					
		HIGH SCHOOL- FOOD	415	136.57	10-2560-410-2
		JR HI-CAFE FOOD	415	90.33	10-2560-410-3
		HENN-CAFE FOOD	415	57.26	10-2560-410-4
				<u>\$284.16</u>	
LIGHTED WAY ASSOCIATION I					
		LIGHTEDWAY/ALLENDALE	415	5,773.34	10-1912-670-1
				<u>\$5,773.34</u>	
LOHMAN COMPANIES					
		BOARD DUES/FEES	415	120.00	10-2310-640-6
				<u>\$120.00</u>	
MACGILL					
52536		NURSE-SUPPLIES	415	546.03	10-2134-410-1
				<u>\$546.03</u>	
MAIN, KATHERINE					
		SCHOOL NURSE SALARY	415	73.88	10-2134-112-1
				<u>\$73.88</u>	
MARK KARLOSKY CONSULTING					
		TECH R/M	415	363.75	10-2226-323-1
		TECH R/M	415	460.70	10-2226-323-1
		ELMOS	415	2,587.24	10-1113-470-1
		TECH R/M	416	217.50	10-2226-323-1
		20 IN LED LCD 600	416	352.69	10-1113-470-1
				<u>\$3,981.88</u>	

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MAYOU ROOFING & SUPPLY CO					
		ELEMENTARY-BLDG CAP OUT	415	4,410.64	20-2542-540-4
				<u>\$4,410.64</u>	
MCNABB TELEPHONE COMPANY					
		SUPT-TELEPHONE	415	74.58	20-2542-340-1
		H S - TELEPHONE SERVICE	415	447.50	20-2542-340-2
		JR HI-TELEPHONE SERVICE	415	522.08	20-2542-340-3
		ELEM-TELEPHONE	415	223.75	20-2542-340-4
		PRIMARY-TELEPHONE SERV	415	223.76	20-2542-340-5
				<u>\$1,491.67</u>	
MEDIACOM LLC					
		MEDIACOM ONLINE	91	259.95	10-2190-323-1
				<u>\$259.95</u>	
MENARDS PERU					
		PRIMARY BLDG SUPPLY	415	123.75	20-2542-410-5
		H S-GROUNDS SUPPLIES	415	215.93	20-2543-410-2
				<u>\$339.68</u>	
MUSIC SHOPPE, INC.					
28302		MUSIC REPAIRS	415	218.20	10-1115-323-1
28322		MLUSIC SUPPLY HS	415	188.04	10-1115-410-2
				<u>\$406.24</u>	
N C I M D					
		PRIMARY CAFE FOOD	415	1,464.10	10-2560-410-5
		HENN-CAFE FOOD	415	790.90	10-2560-410-4
		HIGH SCHOOL- FOOD	415	1,122.00	10-2560-410-2
		JR HI-CAFE FOOD	415	950.40	10-2560-410-3
				<u>\$4,327.40</u>	
NASCO					
28306		VOC AG SUPPLIES	415	57.39	10-1401-410-2
				<u>\$57.39</u>	
NATIONAL NOTARY ASSOCIATION					
64675		FISCAL SVCS-NOTARY B	415	112.00	10-2520-652-1
				<u>\$112.00</u>	
NCPERS GROUP LIFE INS.					
		NCPERS INSURANCE	98	32.00	10-481
		NCPERS INSURANCE	98	8.00	20-481
		NCPERS INSURANCE	98	48.00	10-481
		NCPERS INSURANCE	98	24.00	20-481
				<u>\$112.00</u>	
NETWORK BUSINES SYSTEMS INC.					
		LEASE FD-MAXIIS	91	200.00	10-2190-323-1
				<u>\$200.00</u>	
NEWS TRIBUNE					
		INFO SERV-ADVERTISING	415	40.00	10-2630-350-1
				<u>\$40.00</u>	
NORTH CENTRAL BANK					

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		SUPT OFFICE-TRAVEL	415	145.82	10-2320-332-1
		BOARD SUPPLIES	415	124.62	10-2310-410-6
		VOC AG SUPPLIES	415	198.00	10-1401-410-2
		VOC AG SUPPLIES	415	87.99	10-1401-410-2
		VOC AG SUPPLIES	415	55.21	10-1401-410-2
		EPIC-TUITION REIMB	415	40.00	10-2210-320-1
		SUPT OFFICE-TRAVEL	415	67.30	10-2320-332-1
		VOC AG SUPPLIES	415	656.32	10-1401-410-2
		BOARD SUPPLIES	415	47.67	10-2310-410-6
		SPRING PLAY	415	400.00	10-1540-410-1
		F/C SCIENCE SUPPLY	415	432.64	10-1113-412-2
		HENN OFFICE - SUPPLIES	415	105.95	10-2410-410-4
		TITLE IIA TRAVEL	415	215.00	10-1110-332-42
		JR HI OFFICE-SUPPLIES	415	20.49	10-2410-410-3
		TITLE I 7-5	415	271.04	10-1250-332-36
		EPIC SUPPLIES	415	5.30	10-2210-410-1
		MEDICAID	415	217.16	10-1220-411-11
		JR HI SUPPLIES	415	113.58	10-1112-410-3
				<u>\$3,204.09</u>	
ORIENTAL TRADING CO					
	53075	ECE INST SUP 1-6	415	47.25	10-1125-410-1
				<u>\$47.25</u>	
ORKIN EXTERMINATING CO IN					
		ALL SCHOOL SERVICES	415	213.79	20-2542-321-1
				<u>\$213.79</u>	
OSF PEORIA					
		PHYSICAL EXAM	415	174.00	10-2310-640-6
				<u>\$174.00</u>	
OSSOLA & COMPANY J W					
		H S- GROUNDS REPAIR/MAIN	415	542.50	20-2543-323-2
				<u>\$542.50</u>	
PC FOODS, INC.					
		MEDICAID	415	36.92	10-1220-411-11
		BOARD SUPPLIES	415	34.36	10-2310-410-6
		HENN-CAFE FOOD	415	21.56	10-2560-410-4
		MEDICAID	415	25.20	10-1220-411-11
		JR HI-CAFE FOOD	415	27.03	10-2560-410-3
				<u>\$145.07</u>	
PCCU (NEC)					
		NEC-ADMIN/10 MONTH	98	112.88	10-481
		NEC-ADMIN/10 MONTH	98	2.03	40-481
		NEC 24/20	98	1,025.25	10-481
		DED NEC	98	61.27	10-481
		NEC-ADMIN/10 MONTH	98	112.88	10-481
		NEC-ADMIN/10 MONTH	98	2.03	40-481
		NEC 24/20	98	1,071.23	10-481
		NEC 24/20	98	1.64	40-481

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				<u>\$2,389.21</u>	
PENSERV PLAN SERVICES					
		PENSERV PLAN SERVICES	98	1,906.45	10-481
		PENSERV PLAN SERVICES	98	2,016.55	10-481
		PENSERV PLAN SERVICES	98	315.00	20-481
		PENSERV PLAN SERVICES	98	4.90	40-481
				<u>\$4,242.90</u>	
PEORIA RIVERFRONT MUSEUM					
		K MINI GRANT	416	552.00	10-2310-411-6
				<u>\$552.00</u>	
PEPPER & SON, JW					
31888		MUSIC SUPPLY JH	415	1.95	10-1115-410-3
31888		MUSIC SUPPLY-JH	415	441.70	10-1115-410-3
31902		MUSIC TEXTS-JH	415	166.90	10-1115-420-3
31902		MUSIC TEXTS-JH	415	57.94	10-1115-420-3
				<u>\$668.49</u>	
PERMA- BOUND					
28262		PCEF READING GRANT 12//13	415	669.44	10-2310-411-6
28262		PCEF READING GRANT 12//13	415	104.41	10-2310-411-6
28262		PCEF READING GRANT 12//13	415	62.26	10-2310-411-6
31812		JH MEDIA BOOKS	415	53.09	10-2220-411-3
42865		PCEF 2013 GRANT	416	124.47	10-2310-411-6
42865		PCEF 2013 GRANT	416	680.11	10-2310-411-6
53088		PCEF READING GRANT	415	795.14	10-2310-411-6
				<u>\$2,488.92</u>	
PERRY MEMORIAL HOSPITAL					
		STUDENT DRUG TESTING	415	490.50	10-2310-390-6
				<u>\$490.50</u>	
PITNEY BOWES					
		PRINC OFFICE-POSTAGE	415	318.00	10-2410-341-1
				<u>\$318.00</u>	
PRAIRIECAT					
27409		PRAIRIE CAT QUARTERLY FEE	415	942.92	10-1113-470-1
				<u>\$942.92</u>	
PRIMARY ACTIVITY					
		BOARD SUPPLIES	415	18.75	10-2310-410-6
				<u>\$18.75</u>	
PRIMARY IMPREST					
		ECE TRAVEL 7-5	415	60.00	10-1125-332-1
				<u>\$60.00</u>	
PUFAHL, LYNN					
		TITLE IIA TRAVEL	415	42.30	10-1110-332-42
				<u>\$42.30</u>	
PUT CO PCEA/IEA DUES					
		NON-CERT DUES	98	577.04	10-481
		NON-CERT DUES	98	35.04	20-481

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
		IEA CERT DUES	98	2,015.65	10-481
		NON-CERT DUES	98	564.18	10-481
		NON-CERT DUES	98	35.04	20-481
		NON-CERT DUES	98	12.86	80-481
		IEA CERT DUES	98	2,075.77	10-481
		IEA CERT DUES	98	3.68	40-481
				<u>\$5,319.26</u>	
PUT CO SCHOOL (FED TRS)					
		JOHNSON/EVANS FED TRS	96	511.28	10-1250-210-36
				<u>\$511.28</u>	
PUT CO SCHOOL (TRS HEALTH)					
		THIS ADMIN/10 MONTH	98	313.33	10-481
		THIS ADMIN/10 MONTH	98	5.65	40-481
		THIS P24/T20	98	2,563.01	10-481
		HENSON WALTER INS	95	592.70	10-1110-222-4
		PUETZ INS	95	125.67	10-1111-222-5
		KASSABAUM SMITH INS	95	251.34	10-1112-222-3
		JENKINS WRAGGE KEENER INS	95	547.69	10-1113-222-2
		DED THIS	98	153.24	10-481
		THIS ADMIN/10 MONTH	98	313.33	10-481
		THIS ADMIN/10 MONTH	98	5.65	40-481
		THIS P24/T20	98	2,678.02	10-481
		THIS P24/T20	98	4.07	40-481
				<u>\$7,553.70</u>	
PUT CO SCHOOL (TRS)					
		TRS ADMI/10 MONTH	98	2,019.11	10-481
		TRS ADMI/10 MONTH	98	36.39	40-481
		TRS P24/T20	98	16,363.44	10-481
		TRS ADMI/10 MONTH	98	2,019.11	10-481
		TRS ADMI/10 MONTH	98	36.39	40-481
		DED TRS	98	815.20	10-481
		TRS P24/T20	98	17,098.01	10-481
		TRS P24/T20	98	26.03	40-481
				<u>\$38,413.68</u>	
PUT CO SCHOOLS					
		IM IMRF	98	1,484.14	10-481
		IM IMRF	98	430.92	20-481
		IMRFBRD SHARE	98	3,627.86	50-481
		IMRFBRD SHARE	98	1,053.36	50-481
		IM IMRF	98	1,638.21	10-481
		IM IMRF	98	735.27	20-481
		IM IMRF	98	27.85	40-481
		IM IMRF	98	37.36	80-481
		IMRFBRD SHARE	98	4,004.48	50-481
		IMRFBRD SHARE	98	1,797.31	50-481
		IMRFBRD SHARE	98	68.08	50-481
		IMRFBRD SHARE	98	91.34	50-481

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
				<u>\$14,996.18</u>	
PUTNAM CO COMM UNIT (IL)					
		IL State Tax	99	8,622.14	10-481
		IL State Tax	99	436.01	20-481
		IL State Tax	99	17.54	40-481
		IL State Tax	99	9,877.37	10-481
		IL State Tax	99	752.81	20-481
		IL State Tax	99	57.05	40-481
		IL State Tax	99	39.65	80-481
				<u>\$19,802.57</u>	
PUTNAM CO SD FIT					
		Federal Tax	99	19,264.80	10-481
		Federal Tax	99	1,047.34	20-481
		Federal Tax	99	61.78	40-481
		Federal Tax	99	21,448.83	10-481
		Federal Tax	99	2,021.53	20-481
		Federal Tax	99	88.57	40-481
		Federal Tax	99	95.21	80-481
				<u>\$44,028.06</u>	
PUTNAM CO SD MEDICARE					
		MEDICARE (CERT)	99	1,959.82	10-481
		MEDICARE (CERT)	99	5.09	40-481
		MEDICARE (BRD PD)	99	1,959.82	50-481
		MEDICARE (BRD PD)	99	5.09	50-481
		MEDICARE (CERT)	99	2,226.47	10-481
		MEDICARE (CERT)	99	8.03	40-481
		MEDICARE (BRD PD)	99	2,226.47	50-481
		MEDICARE (BRD PD)	99	8.03	50-481
				<u>\$8,398.82</u>	
PUTNAM CO. COMMUNITY UNIT					
		DIST PAYMENT	98	45.09	10-481
		DIST PAYMENT	98	45.09	10-481
				<u>\$90.18</u>	
PUTNAM COUNTY SD FICA					
		MATCHING FICA	99	2,482.41	50-481
		MATCHING FICA	99	709.62	50-481
		FICA 2013	99	2,482.41	10-481
		FICA 2013	99	709.62	20-481
		MATCHING FICA	99	3,020.69	50-481
		MATCHING FICA	99	1,241.74	50-481
		MATCHING FICA	99	47.35	50-481
		MATCHING FICA	99	63.52	50-481
		FICA 2013	99	3,020.69	10-481
		FICA 2013	99	1,241.74	20-481
		FICA 2013	99	47.35	40-481
		FICA 2013	99	63.52	80-481
				<u>\$15,130.66</u>	

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
PUTNAM COUNTY UNIT CAFE					
		HEALTH CARE EXP REIMBURSE PLAN	98	229.67	10-481
		DEP DAYCARE EXP REIMBURSE PLAN	98	177.08	10-481
		HEALTH CARE EXP REIMBURSE PLAN	98	279.30	10-481
		HEALTH CARE EXP REIMBURSE PLAN	98	0.37	40-481
		DEP DAYCARE EXP REIMBURSE PLAN	98	175.50	10-481
		DEP DAYCARE EXP REIMBURSE PLAN	98	1.58	40-481
				<u>\$863.50</u>	
PUTNAM COUNTY UNIT EI					
		COMP PAYMENT	98	69.44	10-481
		COMP PAYMENT	98	69.44	10-481
				<u>\$138.88</u>	
QUILL					
		SUPT OFFICE-SUPPLIES	415	(279.99)	10-2320-410-1
28331		HS OFFICE - SUPPLIES	415	202.62	10-2410-410-2
52478		NURSE-SUPPLIES	415	6.55	10-2134-410-1
52478		SUPT OFFICE-SUPPLIES	415	79.99	10-2320-410-1
52478		NURSE-SUPPLIES	415	48.54	10-2134-410-1
52534		PRIMARY-SUPPLIES	415	78.97	10-1111-410-5
53076		ECE INST SUP 1-6	415	13.64	10-1125-410-1
64661		SUPT OFFICE-SUPPLIES	415	29.69	10-2320-410-1
64661		SUPT OFFICE-SUPPLIES	415	16.19	10-2320-410-1
64661		SUPT OFFICE-SUPPLIES	415	279.99	10-2320-410-1
64661		SUPT OFFICE-SUPPLIES	415	74.60	10-2320-410-1
64661		SUPT OFFICE-SUPPLIES	415	6.42	10-2320-410-1
				<u>\$557.21</u>	
RANDOLPH, GENE					
		PSYCH-TRAVEL	415	172.02	10-2140-332-1
				<u>\$172.02</u>	
ROBBINS SCHWARTZ NICHOLAS					
		BOARD LEGAL FEES - NEGOTIATIONS	416	9,897.96	10-2310-319-6
		LEGAL FEES	416	1,625.00	80-2369-318-1
				<u>\$11,522.96</u>	
ROYAL PUBLISHING					
		INFO SERV-ADVERTISING	415	225.00	10-2630-350-1
				<u>\$225.00</u>	
SCHMIDT, ED					
		TECH-TRAVEL	415	322.41	10-2226-332-1
				<u>\$322.41</u>	
SPECIALIZED DATA SYSTEMS					
0000646294		WEB HOSTING	415	4,800.00	10-1113-470-1
0000646295		FINANCE MAINTENANCE	415	4,430.00	10-1113-470-1
				<u>\$9,230.00</u>	
STAPLES ADVANTAGE					
		ETHERNET	415	87.00	10-1113-470-1
		COLOR INK, ETHERNET	415	119.98	10-1113-470-1
		INK	415	295.90	10-1113-470-1

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Vendor Name	P.O. Number	Description	Batch #	Amount	State Account Number
		HENN ELEM-SUPPLIES	415	199.95	10-1110-410-4
		SUPT OFFICE-CAP OUTLAY	415	669.99	10-2320-540-1
				<u>\$1,372.82</u>	
STAPLES CREDIT PLAN					
		BATTERY BACK UP, ITUNE CARDS	415	32.42	10-1113-470-1
				<u>\$32.42</u>	
SUBSCRIPTION SERVICES					
	53087	PRIMARY MEDIA PERIOD	415	127.80	10-2220-440-5
				<u>\$127.80</u>	
SUN-GARD WINDOW FASHIONS					
		PRIMARY BLDG CAP OUT	415	1,385.83	20-2542-540-5
				<u>\$1,385.83</u>	
SWINGEL, EDWARD					
		CO OP TRAVEL	415	54.05	10-1459-332-2
				<u>\$54.05</u>	
TALX UC EXPRESS					
		BOARD DUES/FEES	415	73.80	10-2310-640-6
				<u>\$73.80</u>	
TEST					
		JR HI-GROUNDS SUPPLIES	415	22.00	20-2543-410-3
				<u>\$22.00</u>	
THOMPSON, DEBBIE					
		TITLE I 7-5	415	191.41	10-1250-332-36
				<u>\$191.41</u>	
TIGER SUPPLIES INC.					
	28311	VOC AG SUPPLIES	415	212.17	10-1401-410-2
				<u>\$212.17</u>	
TOMARK SPORTS					
	28258	H S ATHLETIC CAP OUT	415	95.00	10-1501-540-2
	28258	H S ATHLETIC-SUPPLIE	415	754.99	10-1501-410-2
				<u>\$849.99</u>	
TONIS FLOWER AND GIFT SHO					
		SYMPATHY PLANTS	415	50.00	10-2310-410-6
				<u>\$50.00</u>	
TRANSPORTATION WITH A PERSONAL TOUCH, INC.					
		CONTRACT SERVICE-SP ED R	415	1,470.00	40-2550-326-1
				<u>\$1,470.00</u>	
TRINITY CATHOLIC SCHOOL					
		HENN-CAFE FOOD	415	38.25	10-2560-410-4
				<u>\$38.25</u>	
TRUCK & AUTO SUP					
		PRIMARY-GROUNDS SUPPLIE	415	33.99	20-2543-410-5
		TRUCK REPAIR/MAINT	416	401.89	20-2542-320-3
				<u>\$435.88</u>	
USI					

Bills Payable List

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Vendor Name				
P.O. Number	Description	Batch #	Amount	State Account Number
52538	LAMINATING FILM FOR MATH COMMON CORE	415	135.99	10-2320-410-1
			<u>\$135.99</u>	
VILLAGE OF GRANVILLE				
	HS- WATER	415	653.50	20-2542-322-2
	PRIMARY- WATER	415	223.00	20-2542-322-5
			<u>\$876.50</u>	
WARD, DEBBIE				
	TITLE IIA TRAVEL	416	30.08	10-1110-332-42
	HENN ELEM-TRAVEL	416	16.92	10-1110-332-4
			<u>\$47.00</u>	
WARDS NATURAL SCIENCE				
28307	VOC AG SUPPLIES	415	54.74	10-1401-410-2
			<u>\$54.74</u>	
WASHINGTON NATIONAL INS CO				
	WASHINGTON NTNL INS.	98	352.06	10-481
	WASHINGTON NTNL INS.	98	72.75	20-481
	WASHINGTON NTNL INS.	98	351.77	10-481
	WASHINGTON NTNL INS.	98	72.75	20-481
	WASHINGTON NTNL INS.	98	0.29	40-481
			<u>\$849.62</u>	
WCEPS				
43090	ELL SUPPLIES	415	22.00	10-1800-410-20
			<u>\$22.00</u>	
ZUKOWSKI LAW OFFICES				
	LEGAL FEES	415	598.00	80-2369-318-1
			<u>\$598.00</u>	
			<u>\$429,988.57</u>	
		Report Total		

Revenue Report

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PUTNAM COUNTY CUSD #535

Education Fund 10							
Source of Revenue		1112	Bond and Interest Purposes Levy				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Bond and Interest Purposes Levy							
10-111200-1	FIRST PRIOR YEAR LEVY	0.00	3,142,101.65	3,142,935.57	833.92	99.97	10-1112
	1112 Bond and Interest Purposes Levy	\$0.00	3,142,101.65	3,142,935.57	833.92	99.97	* Source of Revenue
1St Prior Yr-Tort							
10-112200-1	TORT IMMUNITY-1ST PRIOR	0.00	0.00	0.00	0.00	0.00	10-1122
	1122 1St Prior Yr-Tort	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Leasing Purposes Levy							
10-113000-1	FIRST PRIOR YR LEASE	0.00	57,740.56	57,774.55	33.99	99.94	10-1130
	1130 Leasing Purposes Levy	\$0.00	57,740.56	57,774.55	33.99	99.94	* Source of Revenue
Curr Yr Levy-Special Ed							
10-114100-1	SP ED PRIOR YEAR LEVY	0.00	46,207.02	46,219.64	12.62	99.97	10-1141
	1141 Curr Yr Levy-Special Ed	\$0.00	46,207.02	46,219.64	12.62	99.97	* Source of Revenue
Mobile Home Privilege Tax							
10-121000-1	MOBILE HOME PRIVILEGE TA	0.00	0.00	0.00	0.00	0.00	10-1210
	1210 Mobile Home Privilege Tax	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Corp Pers Prop Repl Tax							
10-123000-1	CORP PERS PROP REPLC TAX	113,942.07	1,326,767.29	1,919,883.00	593,115.71	69.11	10-1230
	1230 Corp Pers Prop Repl Tax	\$113,942.07	1,326,767.29	1,919,883.00	593,115.71	69.11	* Source of Revenue
Source of Revenue 1290							
10-129000-1	WETLANDS	0.00	0.00	0.00	0.00	0.00	10-1290
	1290 Source of Revenue 1290	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Reg Tuition from Other Districts (In-State)							
10-131200-1	PUPIL TUITION OTHER LEA	0.00	103,614.57	217,500.00	113,885.43	47.64	10-1312
	1312 Reg Tuition from Other Districts (In-State)	\$0.00	103,614.57	217,500.00	113,885.43	47.64	* Source of Revenue
Regular Tuition from Other Sources (In-State)							
10-131300-1		0.00	0.00	0.00	0.00	0.00	10-1313
	1313 Regular Tuition from Other Sources (In-State)	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Sp Ed Tuition-from Other Districts (In-State)							
10-134200-1	PUPIL TUI-SP ED OTHER LEA	0.00	16,993.00	16,993.00	0.00	100.00	10-1342
	1342 Sp Ed Tuition-from Other Districts (In-State)	\$0.00	16,993.00	16,993.00	0.00	100.00	* Source of Revenue

Revenue Report

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PUTNAM COUNTY CUSD #535

Education Fund 10							
Source of Revenue		1510	Interest On Investments				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Interest On Investments							
10-151000-1	TAX INTEREST	0.00	0.00	0.00	0.00	0.00	10-1510
	1510 Interest On Investments	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Interest On Investments							
10-151100-1	ED-INT ON INVESTMENTS	1,089.25	11,654.30	24,000.00	12,345.70	48.56	10-1511
	1511 Interest On Investments	\$1,089.25	11,654.30	24,000.00	12,345.70	48.56	* Source of Revenue
Interest-Swaney Bonds							
10-151200-1	INTEREST-SWANNEY BONDS	0.00	0.00	0.00	0.00	0.00	10-1512
	1512 Interest-Swaney Bonds	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Interest-Farnsworth							
10-151300-1	INTEREST-FARNSWORTH	0.00	20.00	300.00	280.00	6.67	10-1513
	1513 Interest-Farnsworth	\$0.00	20.00	300.00	280.00	6.67	* Source of Revenue
Sales To Pupils-Lunch							
10-161100-1	STUDENT LUNCH	11,140.55	88,112.32	120,000.00	31,887.68	73.43	10-1611
	1611 Sales To Pupils-Lunch	\$11,140.55	88,112.32	120,000.00	31,887.68	73.43	* Source of Revenue
Sales To Pupils-BFast							
10-161200-1	STUDENT BREAKFAST	1,148.45	13,629.75	21,000.00	7,370.25	64.90	10-1612
	1612 Sales To Pupils-BFast	\$1,148.45	13,629.75	21,000.00	7,370.25	64.90	* Source of Revenue
Sales To Pupils-Other							
10-161400-1	MILK SALES (OTHER)	745.40	7,943.80	11,000.00	3,056.20	72.22	10-1614
	1614 Sales To Pupils-Other	\$745.40	7,943.80	11,000.00	3,056.20	72.22	* Source of Revenue
Sales To Adults							
10-162000-1	ADULT LUNCHES/BREAKFAST	393.30	3,085.15	4,000.00	914.85	77.13	10-1620
	1620 Sales To Adults	\$393.30	3,085.15	4,000.00	914.85	77.13	* Source of Revenue
Other Food Service							
10-169000-1	HEAD START LUNCHES	0.00	0.00	0.00	0.00	0.00	10-1690
	1690 Other Food Service	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Admissions-Athletic							
10-171102-2	H S ATHLETIC ADMISSIONS	600.00	16,434.00	15,000.00	(1,434.00)	109.56	10-1711-2
10-171104-3	JR HI-ATHLETIC ADMISSION	0.00	4,787.00	4,500.00	(287.00)	106.38	10-1711-4

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Revenue Report

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PUTNAM COUNTY CUSD #535

Education Fund 10							
Source of Revenue		1711	Admissions-Athletic				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
<u>1711</u>	<u>Admissions-Athletic</u>	\$600.00	21,221.00	19,500.00	(1,721.00)	108.83	* Source of Revenue
HS/JR Tourney							
10-171400-1	H S / JR HI TOURNEY REV	0.00	962.00	2,000.00	1,038.00	48.10	10-1714
<u>1714</u>	<u>HS/JR Tourney</u>	\$0.00	962.00	2,000.00	1,038.00	48.10	* Source of Revenue
Admissions-Other							
10-171900-1	ADMISSION - OTHERS	0.00	597.00	5,000.00	4,403.00	11.94	10-1719
<u>1719</u>	<u>Admissions-Other</u>	\$0.00	597.00	5,000.00	4,403.00	11.94	* Source of Revenue
Fees							
10-172000-1	VOCATIONAL FEE HS	10.00	2,930.00	3,700.00	770.00	79.19	10-1720
10-172000-2	ACTIVITY FEES HS	320.00	13,216.50	11,200.00	(2,016.50)	118.00	10-1720
10-172000-3	ACTIVITY FEES JR H	125.00	3,530.00	3,200.00	(330.00)	110.31	10-1720
<u>1720</u>	<u>Fees</u>	\$455.00	19,676.50	18,100.00	(1,576.50)	108.71	* Source of Revenue
Other Pupil Activity Rev							
10-179000-1	DRIVER ED FEE	0.00	2,100.00	3,000.00	900.00	70.00	10-1790
10-179000-8	H S PE RESALE	46.00	2,952.50	3,000.00	47.50	98.42	10-1790
10-179001-8	JH PE RESALE	54.00	2,712.00	3,000.00	288.00	90.40	10-1790-1
<u>1790</u>	<u>Other Pupil Activity Rev</u>	\$100.00	7,764.50	9,000.00	1,235.50	86.27	* Source of Revenue
Shop Resale							
10-179100-9		0.00	41.00	0.00	(41.00)	0.00	10-1791
<u>1791</u>	<u>Shop Resale</u>	\$0.00	41.00	0.00	(41.00)	0.00	* Source of Revenue
Music Resale							
10-179200-10	MUSIC RESALE	23.00	147.40	300.00	152.60	49.13	10-1792
<u>1792</u>	<u>Music Resale</u>	\$23.00	147.40	300.00	152.60	49.13	* Source of Revenue
Rentals-Regular Textbook							
10-181100-1	ELEM-TEXTBOOK RENTAL	0.00	13,451.02	12,500.00	(951.02)	107.61	10-1811
10-181100-2	H S- TEXTBOOK RENTAL	45.00	13,273.50	14,000.00	726.50	94.81	10-1811
10-181100-3	JR HI-TEXTBOOK RENTAL	0.00	8,450.00	9,000.00	550.00	93.89	10-1811
<u>1811</u>	<u>Rentals-Regular Textbook</u>	\$45.00	35,174.52	35,500.00	325.48	99.08	* Source of Revenue
Rentals - Other							
10-181900-1	INSTRUMENT RENTAL	0.00	414.00	200.00	(214.00)	207.00	10-1819

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Education Fund 10							
Source of Revenue		1819	Rentals - Other				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
1819	Rentals - Other	\$0.00	414.00	200.00	(214.00)	207.00	* Source of Revenue
Donations-Private Sources							
10-192000-1	DONATIONS	0.00	14,626.35	8,000.00	(6,626.35)	182.83	10-1920
10-192001-1	DONATIONS-NCF	0.00	0.00	0.00	0.00	0.00	10-1920
1920	Donations-Private Sources	\$0.00	14,626.35	8,000.00	(6,626.35)	182.83	* Source of Revenue
Services Provided to Other Districts							
10-194000-1	PSY LEA ASSESSEMENT	0.00	0.00	0.00	0.00	0.00	10-1940
1940	Services Provided to Other Districts	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
SW LEA Assessment							
10-194100-1	SW LEA ASSESSMENT	0.00	0.00	0.00	0.00	0.00	10-1941
10-194110-1	HEARING IMP ASSESS.	0.00	0.00	0.00	0.00	0.00	10-1941
1941	SW LEA Assessment	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Lease Incentive Grant							
10-194200-1		0.00	0.00	0.00	0.00	0.00	10-1942
1942	Lease Incentive Grant	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Refund-Prior Yr Expenditu							
10-195000-1	REFUND EXPENSES	0.00	0.00	2,000.00	2,000.00	0.00	10-1950
1950	Refund-Prior Yr Expenditu	\$0.00	0.00	2,000.00	2,000.00	0.00	* Source of Revenue
Drivers Education Fees							
10-197000-1	DRIVERS ED FEE	0.00	0.00	0.00	0.00	0.00	10-1970
1970	Drivers Education Fees	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Other Local Revenues							
10-199900-1	OTHER LOCAL REVENUE	392.98	8,692.45	20,000.00	11,307.55	43.46	10-1999
10-199900-3	INSURANCE/PLAY EQUIPMENT	0.00	0.00	0.00	0.00	0.00	10-1999
10-199901-1	INTERNET REVENUE	0.00	0.00	0.00	0.00	0.00	10-1999-1
1999	Other Local Revenues	\$392.98	8,692.45	20,000.00	11,307.55	43.46	* Source of Revenue
Source of Revenue 2200							
10-220000-1	POVERTY GRANT	0.00	0.00	0.00	0.00	0.00	10-2200
2200	Source of Revenue 2200	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Other Flow-Through							

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Education Fund 10							
Source of Revenue		2230	Other Flow-Through				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
10-223000-1	ROE FLOW THRU	0.00	0.00	0.00	0.00	0.00	10-2230
	2230 Other Flow-Through	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
General State Aid							
10-300100-1	GENERAL STATE AID	44,984.32	359,868.16	494,757.00	134,888.84	72.74	10-3001
	3001 General State Aid	\$44,984.32	359,868.16	494,757.00	134,888.84	72.74	* Source of Revenue
Hold Harmless							
10-300200-1	HOLD HARMLESS GSA	0.00	0.00	0.00	0.00	0.00	10-3002
	3002 Hold Harmless	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Spec Ed-Priv Facility Tui							
10-310000-1	SP ED PRIV FAC TUITION	0.00	33,068.91	65,000.00	31,931.09	50.88	10-3100
	3100 Spec Ed-Priv Facility Tui	\$0.00	33,068.91	65,000.00	31,931.09	50.88	* Source of Revenue
Spec Ed -Extraordinary							
10-310500-1	SP ED EXTRA ORDINARY	28,710.75	119,517.48	120,000.00	482.52	99.60	10-3105
	3105 Spec Ed -Extraordinary	\$28,710.75	119,517.48	120,000.00	482.52	99.60	* Source of Revenue
Spec Ed -Personnel							
10-311000-1	SP ED PERSONNEL	55,402.75	159,134.89	200,000.00	40,865.11	79.57	10-3110
	3110 Spec Ed -Personnel	\$55,402.75	159,134.89	200,000.00	40,865.11	79.57	* Source of Revenue
Spec Ed-Orphanage-Individ							
10-312000-1	SP ED ORPHANAGE	0.00	0.00	0.00	0.00	0.00	10-3120
	3120 Spec Ed-Orphanage-Individ	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Spec Ed -Summer School							
10-314500-1	SP ED SUMMER SCHOOL	0.00	364.18	500.00	135.82	72.84	10-3145
	3145 Spec Ed -Summer School	\$0.00	364.18	500.00	135.82	72.84	* Source of Revenue
Career and Technical Education CTE Tech Prep							
10-322000-40	CTEI GRANT-SRAVTE	0.00	14,625.00	14,625.00	0.00	100.00	10-3200
	3200 Career and Technical Education CTE Tech Prep	\$0.00	14,625.00	14,625.00	0.00	100.00	* Source of Revenue
Voc Ed - Formula							
10-321500-18	VOC AG STATE GRTS	0.00	0.00	0.00	0.00	0.00	10-3215
	3215 Voc Ed - Formula	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
CTE - Agriculture Education							

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Education Fund 10							
Source of Revenue		3235	CTE - Agriculture Education				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
10-323500-19	VOC AG SUPPLEMENTAL	0.00	2,461.00	2,461.00	0.00	100.00	10-3235
	3235 CTE - Agriculture Education	<u>\$0.00</u>	<u>2,461.00</u>	<u>2,461.00</u>	<u>0.00</u>	<u>100.00</u>	* Source of Revenue
CTE - Other							
10-329900-40	FCAE GRANT	0.00	0.00	0.00	0.00	0.00	10-3299
	3299 CTE - Other	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
Bilingual Ed-Downstate- TPI and TBE							
10-330500-20	TPI/TBE BILINGUAL ED	87.00	3,380.00	4,557.00	1,177.00	74.17	10-3305
	3305 Bilingual Ed-Downstate- TPI and TBE	<u>\$87.00</u>	<u>3,380.00</u>	<u>4,557.00</u>	<u>1,177.00</u>	<u>74.17</u>	* Source of Revenue
State Free Lunch/BFast							
10-336000-1	IL FREE LUNCH/BRKFST AIDE	915.64	3,826.30	4,500.00	673.70	85.03	10-3360
10-336500-1	IL BREAKFAST INITIATIVE	0.00	0.00	0.00	0.00	0.00	10-3360
	3360 State Free Lunch/BFast	<u>\$915.64</u>	<u>3,826.30</u>	<u>4,500.00</u>	<u>673.70</u>	<u>85.03</u>	* Source of Revenue
Driver Education							
10-337000-1	DRIVERS ED REIMBURSEMENT	0.00	5,919.92	7,000.00	1,080.08	84.57	10-3370-1
	3370 Driver Education	<u>\$0.00</u>	<u>5,919.92</u>	<u>7,000.00</u>	<u>1,080.08</u>	<u>84.57</u>	* Source of Revenue
Learning Improvement-Change Grants							
10-361002-1	SCHOOL IMP-HOP	0.00	0.00	0.00	0.00	0.00	10-3610
	3610 Learning Improvement-Change Grants	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
School Imp Grant							
10-364000-24	SCHOOL IMP BLOCK GRANT	0.00	0.00	0.00	0.00	0.00	10-3640
	3640 School Imp Grant	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
Quality Assurance Grant							
10-364100-31	LEARNING IMP GRANT	0.00	0.00	0.00	0.00	0.00	10-3641
	3641 Quality Assurance Grant	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
National Board Certification							
10-365100-1	NATL BOARD CERTIFIC	0.00	0.00	750.00	750.00	0.00	10-3651-1
	3651 National Board Certification	<u>\$0.00</u>	<u>0.00</u>	<u>750.00</u>	<u>750.00</u>	<u>0.00</u>	* Source of Revenue
Truants Alt/Opt Education							
10-369500-1	SAFE TO LEARN GRANT	0.00	0.00	0.00	0.00	0.00	10-3695
	3695 Truants Alt/Opt Education	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue

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Education Fund 10							
Source of Revenue		3695	Truants Alt/Opt Education				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Early Childhood - Block Grant							
10-370500-26	EARLY CHILDHOOD GRT GRANT	0.00	93,568.00	132,204.00	38,636.00	70.78	10-3705
	3705 Early Childhood - Block Grant	\$0.00	93,568.00	132,204.00	38,636.00	70.78	* Source of Revenue
Reading Improvement - Block Grant							
10-371500-27	READING IMPROVEMENT GRAN	0.00	0.00	0.00	0.00	0.00	10-3715
	3715 Reading Improvement - Block Grant	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Continued Reading Improvement Block Grant							
10-372500-28		0.00	0.00	0.00	0.00	0.00	10-3725
	3725 Continued Reading Improvement Block Grant	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Report Cards							
10-373500-1		0.00	0.00	0.00	0.00	0.00	10-3735
	3735 Report Cards	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
School Safety & Educational Improv Block Grant							
10-377500-43	ADA BLOCK GRANT	0.00	0.00	1,000.00	1,000.00	0.00	10-3775
	3775 School Safety & Educational Improv Block Grant	\$0.00	0.00	1,000.00	1,000.00	0.00	* Source of Revenue
Closing The Gap							
10-379200-1		0.00	0.00	0.00	0.00	0.00	10-3792
	3792 Closing The Gap	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
TIP GRANT							
10-379400-1		0.00	0.00	0.00	0.00	0.00	10-3794
	3794 TIP GRANT	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
State Library Grant							
10-380000-32	STATE LIBRARY GRANT	0.00	647.76	675.00	27.24	95.96	10-3800
	3800 State Library Grant	\$0.00	647.76	675.00	27.24	95.96	* Source of Revenue
Emer Fin Assist/Temp Reloc Grant/Other Restr Rev							
10-399900-1	OTHER STATE REVENUE	4,390.71	9,621.01	1,000.00	(8,621.01)	962.10	10-3999
10-399901-1	RESPRO GRANT	0.00	0.00	0.00	0.00	0.00	10-3999
	3999 Emer Fin Assist/Temp Reloc Grant/Other Restr Rev	\$4,390.71	9,621.01	1,000.00	(8,621.01)	962.10	* Source of Revenue
Title V - Innovation and Flexibility Formula							
10-410000-37	TITLE V INVO(CHAR CTS	0.00	0.00	0.00	0.00	0.00	10-4100

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Education Fund 10							
Source of Revenue		4100	Title V - Innovation and Flexibility Formula				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
4100	Title V - Innovation and Flexibility Formula	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Esea-Chap2-Comp-Urban Ed							
10-411000-46		0.00	0.00	0.00	0.00	0.00	10-4110
4110	Esea-Chap2-Comp-Urban Ed	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
NatL School Lunch Progr							
10-421000-1	FEDERAL LUNCH AID	15,021.73	88,259.48	120,000.00	31,740.52	73.55	10-4210
4210	NatL School Lunch Progr	\$15,021.73	88,259.48	120,000.00	31,740.52	73.55	* Source of Revenue
School Breakfast Program							
10-422000-1	FED BREAKFAST AID	4,035.81	24,367.25	37,000.00	12,632.75	65.86	10-4220
4220	School Breakfast Program	\$4,035.81	24,367.25	37,000.00	12,632.75	65.86	* Source of Revenue
Title I - Low Income							
10-430000-36	TITLE I GRANT	0.00	82,721.00	105,375.00	22,654.00	78.50	10-4300
4300	Title I - Low Income	\$0.00	82,721.00	105,375.00	22,654.00	78.50	* Source of Revenue
Esea-Drug Free-Formula							
10-440000-33	TITLE IV GRT DRUG FREE	0.00	0.00	0.00	0.00	0.00	10-4400
4400	Esea-Drug Free-Formula	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Fed-Sp Ed-Idea Flow-Thru							
10-462000-38	SP ED INCENTIVE GRT	0.00	0.00	0.00	0.00	0.00	10-4620
10-462001-38	DISCRETIONARY FUNDS	0.00	0.00	27,284.00	27,284.00	0.00	10-4620
10-462002-38	SP ED BLOCK GRT	0.00	0.00	4,974.00	4,974.00	0.00	10-4620
10-462003-38	DEMONSTR PROJ/LEASE	0.00	0.00	0.00	0.00	0.00	10-4620-1
4620	Fed-Sp Ed-Idea Flow-Thru	\$0.00	0.00	32,258.00	32,258.00	0.00	* Source of Revenue
Fed-Sp Ed-Idea Room&Board							
10-462500-1	EXCESS (ROOM/BOARD)	0.00	0.00	0.00	0.00	0.00	10-4625-1
4625	Fed-Sp Ed-Idea Room&Board	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
TitleIiib-Cons/Home E.D.A							
10-477000-40	CARL PERKINS	0.00	3,158.00	7,999.00	4,841.00	39.48	10-4770-1-40
4765	TitleIiib-Cons/Home E.D.A	\$0.00	3,158.00	7,999.00	4,841.00	39.48	* Source of Revenue
SFSF/GSA REVENUE							
10-485000-44	SFSF/GSA REVENUE	0.00	0.00	0.00	0.00	0.00	10-4850

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Education Fund 10							
Source of Revenue		4850	SFSF/GSA REVENUE				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
<u>4850</u>	<u>SFSF/GSA REVENUE</u>	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Source of Revenue 4854							
10-485100-44	ARRA TITLE I	0.00	0.00	0.00	0.00	0.00	10-4854
<u>4854</u>	<u>Source of Revenue 4854</u>	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
ARRA IDEA PART B							
10-485700-44	ARRA IDEA PART B	0.00	0.00	0.00	0.00	0.00	10-4857-1
<u>4857</u>	<u>ARRA IDEA PART B</u>	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
GSA ARRA							
10-487000-44	ARRA GSA	0.00	0.00	0.00	0.00	0.00	10-4870-1
<u>4870</u>	<u>GSA ARRA</u>	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
ARRA ED JOBS							
10-488000-44	ARRA ED JOBS FUND	0.00	0.00	0.00	0.00	0.00	10-4880-1
<u>4880</u>	<u>ARRA ED JOBS</u>	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Medicaid Matching Fund							
10-490000-11		0.00	0.00	0.00	0.00	0.00	10-4900
<u>4900</u>	<u>Medicaid Matching Fund</u>	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Titleii-Eisen.Math/Sci Fo							
10-493200-42	TITLE II TEACHER QUALITY	0.00	22,640.00	31,008.00	8,368.00	73.01	10-4930
<u>4930</u>	<u>Titleii-Eisen.Math/Sci Fo</u>	\$0.00	22,640.00	31,008.00	8,368.00	73.01	* Source of Revenue
Goals 2000-School Improve							
10-494500-14		0.00	0.00	0.00	0.00	0.00	10-4945
<u>4945</u>	<u>Goals 2000-School Improve</u>	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Title II-Technology Enhancing Ed Formula Grant							
10-497100-1	TITLE IID-TECH ENHANC	0.00	0.00	0.00	0.00	0.00	10-4971
<u>4971</u>	<u>Title II-Technology Enhancing Ed Formula Grant</u>	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Medicaid Admin							
10-499100-11	MEDICAID-ADMIN OUTREACH	0.00	4,794.61	10,000.00	5,205.39	47.95	10-4991-1
<u>4991</u>	<u>Medicaid Admin</u>	\$0.00	4,794.61	10,000.00	5,205.39	47.95	* Source of Revenue
Medicaid FFS							
10-499200-11	MEDICAID-FEE FOR SERV	0.00	7,803.97	67,000.00	59,196.03	11.65	10-4992-1-11

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Education Fund 10							
Source of Revenue		4992	Medicaid FFS				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
<u>4992</u>	<u>Medicaid FFS</u>	\$0.00	7,803.97	67,000.00	59,196.03	11.65	* Source of Revenue
Other Restricted Grants Recd Fed Gov thru State							
10-499800-1	OTHER FEDERAL(STEP)	0.00	9,135.00	12,180.00	3,045.00	75.00	10-4998-1
<u>4998</u>	<u>Other Restricted Grants Recd Fed Gov thru State</u>	\$0.00	9,135.00	12,180.00	3,045.00	75.00	* Source of Revenue
Abolishment or Abatement of Working Cash Fund							
10-711000-1	TRANS OF WC TECH THRUST	0.00	0.00	0.00	0.00	0.00	10-7110
10-711002-1	PERM TRANSFER WC	0.00	0.00	0.00	0.00	0.00	10-7110
10-711001-1	TRANSFER OF WC	0.00	0.00	0.00	0.00	0.00	10-7110-1
<u>7110</u>	<u>Abolishment or Abatement of Working Cash Fund</u>	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Permanent Transfer of Working Cash Fund Interest							
10-712000-1	TRANS WC INTEREST	0.00	0.00	0.00	0.00	0.00	10-7120
<u>7120</u>	<u>Permanent Transfer of Working Cash Fund Interest</u>	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Accured Int on Bonds							
10-723000-1	ACCURED INT B&I	0.00	0.00	0.00	0.00	0.00	10-7230
<u>7230</u>	<u>Accured Int on Bonds</u>	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
<u>10</u>	<u>Education Fund</u>	<u>\$283,623.71</u>	<u>\$5,976,068.05</u>	<u>\$7,173,054.76</u>	<u>\$1,196,986.71</u>	<u>83.31</u>	Fund

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Oper, Build, & Maint Fund 20							
Source of Revenue		1112	Bond and Interest Purposes Levy				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Bond and Interest Purposes Levy							
20-111200-1	FIRST PRIOR YEAR LEVY	0.00	577,270.02	577,745.51	475.49	99.92	20-1112
	<u>1112 Bond and Interest Purposes Levy</u>	\$0.00	577,270.02	577,745.51	475.49	99.92	* Source of Revenue
1St Prior Yr-Tort							
20-112200-1	TORT IMMUNITY-1ST PRIOR	0.00	0.00	0.00	0.00	0.00	20-1122
	<u>1122 1St Prior Yr-Tort</u>	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Corp Pers Prop Repl Tax							
20-123000-1	CORP PERS PROP REPL TAX	0.00	0.00	0.00	0.00	0.00	20-1230
	<u>1230 Corp Pers Prop Repl Tax</u>	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Interest On Investments							
20-151100-1	BLD-INT	545.93	6,004.59	15,000.00	8,995.41	40.03	20-1511
	<u>1511 Interest On Investments</u>	\$545.93	6,004.59	15,000.00	8,995.41	40.03	* Source of Revenue
Interest-Tree Fund							
20-151500-1	INTEREST - TREE FUND	0.00	0.00	50.00	50.00	0.00	20-1515
	<u>1515 Interest-Tree Fund</u>	\$0.00	0.00	50.00	50.00	0.00	* Source of Revenue
Rentals							
20-191000-1	HOUSE RENT	0.00	0.00	0.00	0.00	0.00	20-1910
	<u>1910 Rentals</u>	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Facility/Grounds Rent							
20-191100-1	FACILITY/GROUND RENT	0.00	0.00	500.00	500.00	0.00	20-1911
	<u>1911 Facility/Grounds Rent</u>	\$0.00	0.00	500.00	500.00	0.00	* Source of Revenue
Donations-Private Sources							
20-192000-1	DONATIONS	0.00	0.00	500.00	500.00	0.00	20-1920
	<u>1920 Donations-Private Sources</u>	\$0.00	0.00	500.00	500.00	0.00	* Source of Revenue
Refund-Prior Yr Expenditu							
20-195000-1	REFUND PR YR EXP-BLDG	0.00	0.00	1,000.00	1,000.00	0.00	20-1950
20-195001-1	TORNADO INS/FEM/DON	0.00	0.00	0.00	0.00	0.00	20-1950
	<u>1950 Refund-Prior Yr Expenditu</u>	\$0.00	0.00	1,000.00	1,000.00	0.00	* Source of Revenue
Other Local Revenues							
20-199900-1	OTHER LOCAL REVENUE	0.00	5,438.28	1,000.00	(4,438.28)	543.83	20-1999

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Oper, Build, & Maint Fund 20							
Source of Revenue		1999	Other Local Revenues				
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
1999 Other Local Revenues		\$0.00	5,438.28	1,000.00	(4,438.28)	543.83	* Source of Revenue
Flow-Thru Rev-State							
20-210000-1	OTHER STATE REVENUE	0.00	0.00	0.00	0.00	0.00	20-2100
2100 Flow-Thru Rev-State		\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Infrastructure Improv-Planning/Construction							
20-392000-1	INFRA IMPROVE-PLAN/CONST	0.00	0.00	0.00	0.00	0.00	20-3920-1
3920 Infrastructure Improv-Planning/Construction		\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
SCHL INFRASTRUCT/MAINT PROJ							
20-392500-1	SCHL INFRASTRUCT/MAINT PROJ	0.00	50,000.00	50,000.00	0.00	100.00	20-3925-1-1
3925 SCHL INFRASTRUCT/MAINT PROJ		\$0.00	50,000.00	50,000.00	0.00	100.00	* Source of Revenue
Emer Fin Assist/Temp Reloc Grant/Other Restr Rev							
20-399900-1	OTHER STATE REVENUE	0.00	0.00	0.00	0.00	0.00	20-3999
3999 Emer Fin Assist/Temp Reloc Grant/Other Restr Rev		\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Medicaid Matching Fund							
20-490000-11		0.00	0.00	0.00	0.00	0.00	20-4900
4900 Medicaid Matching Fund		\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Renovation Grant							
20-498000-1		0.00	0.00	0.00	0.00	0.00	20-4980
4980 Renovation Grant		\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Abolishment or Abatement of Working Cash Fund							
20-711001-1	TRANSFER WC	0.00	0.00	0.00	0.00	0.00	20-7110
7110 Abolishment or Abatement of Working Cash Fund		\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Permanent Transfer							
20-713000-1	PERM TRANSFER FROM C/P	0.00	21,712.89	0.00	(21,712.89)	0.00	20-7130-1
7130 Permanent Transfer		\$0.00	21,712.89	0.00	(21,712.89)	0.00	* Source of Revenue
Transfers from Other Funds Pay Princal Cap Leases							
20-740000-1	SALE/COMP FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	20-7400
7400 Transfers from Other Funds Pay Princal Cap Leases		\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
20 Oper, Build, & Maint Fund		\$545.93	\$660,425.78	\$645,795.51	(\$14,630.27)	102.27	Fund

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Debt Service Fund or Fund Group 30							
Source of Revenue		1112	Bond and Interest Purposes Levy				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Bond and Interest Purposes Levy							
30-111200-1	FIRST PRIOR YEAR LEVY	0.00	0.00	0.00	0.00	0.00	30-1112
	1112 Bond and Interest Purposes Levy	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
Interest On Investments							
30-151100-1	B/I-INT INVESTMENTS	0.00	0.00	0.00	0.00	0.00	30-1511
	1511 Interest On Investments	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
Accured Int on Bonds							
30-723000-1	ACCRUED INT ON BONDS SOL	0.00	0.00	0.00	0.00	0.00	30-7230
	7230 Accured Int on Bonds	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
	30 Debt Service Fund or Fund Group	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0.00</u>	Fund

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PUTNAM COUNTY CUSD #535

Transportation Fund 40							
Source of Revenue		1112	Bond and Interest Purposes Levy				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Bond and Interest Purposes Levy							
40-111200-1	FIRST PRIOR YR LEVY TRAN	0.00	231,016.03	231,098.20	82.17	99.96	40-1112
	1112 Bond and Interest Purposes Levy	\$0.00	231,016.03	231,098.20	82.17	99.96	* Source of Revenue
1St Prior Yr-Tort							
40-112200-1	1ST PRIOR YR LEVY-TORT	0.00	0.00	0.00	0.00	0.00	40-1122
	1122 1St Prior Yr-Tort	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Corp Pers Prop Repl Tax							
40-123000-1	CORP REPLACEMNT PROP TAX	0.00	0.00	0.00	0.00	0.00	40-1230
	1230 Corp Pers Prop Repl Tax	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Spec Ed Trans-Pupils/Pare							
40-144100-1	ORPHANAGE TRANS REIMB	0.00	0.00	0.00	0.00	0.00	40-1441
	1441 Spec Ed Trans-Pupils/Pare	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Interest On Investments							
40-151100-1	TRANSP-INT	90.47	1,026.63	2,000.00	973.37	51.33	40-1511
	1511 Interest On Investments	\$90.47	1,026.63	2,000.00	973.37	51.33	* Source of Revenue
Refund-Prior Yr Expenditu							
40-195000-1	REFUND TRANSP	0.00	0.00	0.00	0.00	0.00	40-1950
	1950 Refund-Prior Yr Expenditu	\$0.00	0.00	0.00	0.00	0.00	* Source of Revenue
Other Local Revenues							
40-199900-1	OTHER LOCAL REVENUE	0.00	1,310.38	6,000.00	4,689.62	21.84	40-1999
	1999 Other Local Revenues	\$0.00	1,310.38	6,000.00	4,689.62	21.84	* Source of Revenue
Transportation Regular/Vocational							
40-350000-1	REG TRANSPORTATION AID	46,424.11	156,874.02	259,162.00	102,287.98	60.53	40-3500
	3500 Transportation Regular/Vocational	\$46,424.11	156,874.02	259,162.00	102,287.98	60.53	* Source of Revenue
Transportation-Vocational							
40-350500-1	VOC TRANSPORTATION AID	0.00	0.00	6,624.00	6,624.00	0.00	40-3505
	3505 Transportation-Vocational	\$0.00	0.00	6,624.00	6,624.00	0.00	* Source of Revenue
Transportation-Spec Ed							
40-351000-1	SP ED TRANSPORTATION AID	37,859.29	120,878.24	136,249.00	15,370.76	88.72	40-3510
	3510 Transportation-Spec Ed	\$37,859.29	120,878.24	136,249.00	15,370.76	88.72	* Source of Revenue

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PUTNAM COUNTY CUSD #535

Transportation Fund 40							
Source of Revenue		3511	Other State Revenue				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Other State Revenue							
40-351100-1	OTHER STATE REVENUE	0.00	0.00	0.00	0.00	0.00	40-3511
	3511 Other State Revenue	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
Early Childhood - Block Grant							
40-370500-26	ECE TRANSPORTATION	18,392.00	58,392.00	88,500.00	30,108.00	65.98	40-3705
	3705 Early Childhood - Block Grant	<u>\$18,392.00</u>	<u>58,392.00</u>	<u>88,500.00</u>	<u>30,108.00</u>	<u>65.98</u>	* Source of Revenue
ARRA IDEA PART B							
40-485700-44	IDEA ARRA	0.00	0.00	0.00	0.00	0.00	40-4857
	4857 ARRA IDEA PART B	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
Permanent Transfer							
40-713000-1	PERMANENT TRANSFER	0.00	0.00	0.00	0.00	0.00	40-7130-1
	7130 Permanent Transfer	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
	40 Transportation Fund	<u>\$102,765.87</u>	<u>\$569,497.30</u>	<u>\$729,633.20</u>	<u>\$160,135.90</u>	<u>78.05</u>	Fund

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PUTNAM COUNTY CUSD #535

I.M.R.F./Soc. Sec. Fund 50							
Source of Revenue		1112	Bond and Interest Purposes Levy				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Bond and Interest Purposes Levy							
50-111200-1	FIRST PRIOR YR LEVY-IMRF	0.00	139,902.66	140,010.85	108.19	99.92	50-1112
50-111201-1	FIRST PRIOR YR-SS	0.00	0.00	0.00	0.00	0.00	50-1112
1112 Bond and Interest Purposes Levy		<u>\$0.00</u>	<u>139,902.66</u>	<u>140,010.85</u>	<u>108.19</u>	<u>99.92</u>	* Source of Revenue
Working Cash Purposes Levy							
50-111500-1	MEDICARE-FIRST PRIOR YR	0.00	0.00	0.00	0.00	0.00	50-1115
1115 Working Cash Purposes Levy		<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
Soc.Sec./Med Only Levy							
50-115000-1	FIRST PRIOR YR-S S	0.00	20,060.80	20,001.55	(59.25)	100.30	50-1150
1150 Soc.Sec./Med Only Levy		<u>\$0.00</u>	<u>20,060.80</u>	<u>20,001.55</u>	<u>(59.25)</u>	<u>100.30</u>	* Source of Revenue
Corp Pers Prop Repl Tax							
50-123000-1	CORP PERS PROP REPL TAX	0.00	174,252.00	174,252.00	0.00	100.00	50-1230
1230 Corp Pers Prop Repl Tax		<u>\$0.00</u>	<u>174,252.00</u>	<u>174,252.00</u>	<u>0.00</u>	<u>100.00</u>	* Source of Revenue
Interest On Investments							
50-151100-1	IMRF-INT	70.52	539.14	1,500.00	960.86	35.94	50-1511
1511 Interest On Investments		<u>\$70.52</u>	<u>539.14</u>	<u>1,500.00</u>	<u>960.86</u>	<u>35.94</u>	* Source of Revenue
Other Local Revenues							
50-199900-1	OTHER LOCAL REVENUE	0.00	0.00	0.00	0.00	0.00	50-1999
1999 Other Local Revenues		<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
50 I.M.R.F./Soc. Sec. Fund		<u>\$70.52</u>	<u>\$334,754.60</u>	<u>\$335,764.40</u>	<u>\$1,009.80</u>	<u>99.70</u>	Fund

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Capital Projects Fund or Fund Group 60							
Source of Revenue		1112	Bond and Interest Purposes Levy				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Bond and Interest Purposes Levy							
60-111200-1	FIRST PRIOR CAP PROJ	0.00	0.00	0.00	0.00	0.00	60-1112
	1112 Bond and Interest Purposes Levy	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
Interest On Investments							
60-151100-1	INTEREST-CAP PROJ	0.00	58.08	50.00	(8.08)	116.16	60-1511
	1511 Interest On Investments	<u>\$0.00</u>	<u>58.08</u>	<u>50.00</u>	<u>(8.08)</u>	<u>116.16</u>	* Source of Revenue
Refund-Prior Yr Expenditu							
60-195000-1	REFUND PRIOR YR EXP	0.00	0.00	0.00	0.00	0.00	60-1950
	1950 Refund-Prior Yr Expenditu	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
Other Local Revenues							
60-199900-1	OTHER LOCAL REV CAP PROJ	0.00	0.00	0.00	0.00	0.00	60-1999
	1999 Other Local Revenues	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
Infrastructure Improv-Planning/Construction							
60-392000-1	INFRA IMPROVE-PLAN/CONST	0.00	0.00	0.00	0.00	0.00	60-3920
	3920 Infrastructure Improv-Planning/Construction	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
Transfer from Other Funds for Capital Projects							
60-780000-1	IEMA/CDB TRANSFER	0.00	0.00	0.00	0.00	0.00	60-7800
	7800 Transfer from Other Funds for Capital Projects	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
	60 Capital Projects Fund or Fund Group	<u>\$0.00</u>	<u>\$58.08</u>	<u>\$50.00</u>	<u>(\$8.08)</u>	<u>116.16</u>	Fund

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Working Cash Fund 70							
Source of Revenue		1112	Bond and Interest Purposes Levy				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Bond and Interest Purposes Levy							
70-111200-1	FIRST PRIOR YR WRKG CASH	0.00	51,480.24	51,500.23	19.99	99.96	70-1112
	<u>1112 Bond and Interest Purposes Levy</u>	<u>\$0.00</u>	<u>51,480.24</u>	<u>51,500.23</u>	<u>19.99</u>	<u>99.96</u>	* Source of Revenue
Interest On Investments							
70-151100-1	WC-INT	374.67	9,075.41	15,000.00	5,924.59	60.50	70-1511
	<u>1511 Interest On Investments</u>	<u>\$374.67</u>	<u>9,075.41</u>	<u>15,000.00</u>	<u>5,924.59</u>	<u>60.50</u>	* Source of Revenue
Sale Of Bonds							
70-721000-1	PRINCIPAL ON BONDS SOLD	0.00	0.00	0.00	0.00	0.00	70-7210
	<u>7210 Sale Of Bonds</u>	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
	<u>70 Working Cash Fund</u>	<u>\$374.67</u>	<u>\$60,555.65</u>	<u>\$66,500.23</u>	<u>\$5,944.58</u>	<u>91.06</u>	Fund

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Tort Immunity and Judgment Fund 80							
Source of Revenue		1112	Bond and Interest Purposes Levy				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Bond and Interest Purposes Levy							
80-111200-1	FIRST PRIOR YEAR LEVY	0.00	0.00	0.00	0.00	0.00	80-1112
	1112 Bond and Interest Purposes Levy	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
Interest On Investments							
80-151100-1	TORT-INTEREST	66.32	811.53	1,500.00	688.47	54.10	80-1511
	1511 Interest On Investments	<u>\$66.32</u>	<u>811.53</u>	<u>1,500.00</u>	<u>688.47</u>	<u>54.10</u>	* Source of Revenue
Refund-Prior Yr Expenditu							
80-195000-1	REFUND PRIOR YR EXP	0.00	0.00	0.00	0.00	0.00	80-1950
	1950 Refund-Prior Yr Expenditu	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
Other Local Revenues							
80-199900-1	OTHER LOCAL REVENUE	375.00	375.00	0.00	(375.00)	0.00	80-1999
	1999 Other Local Revenues	<u>\$375.00</u>	<u>375.00</u>	<u>0.00</u>	<u>(375.00)</u>	<u>0.00</u>	* Source of Revenue
	80 Tort Immunity and Judgment Fund	<u>\$441.32</u>	<u>\$1,186.53</u>	<u>\$1,500.00</u>	<u>\$313.47</u>	<u>79.10</u>	Fund

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Fire Prevention/Life Safety 90							
Source of Revenue		1112	Bond and Interest Purposes Levy				
Source of Revenue							
Account	Description	M.T.D. Revenue	Y.T.D. Revenue	Revenue Budget	Budget Balance Revenue	% of Budget	State Account Number
Bond and Interest Purposes Levy							
90-111200-1	FIRST PRIOR YEAR LEVY L/	0.00	57,740.61	57,774.55	33.94	99.94	90-1112
	1112 Bond and Interest Purposes Levy	<u>\$0.00</u>	<u>57,740.61</u>	<u>57,774.55</u>	<u>33.94</u>	<u>99.94</u>	* Source of Revenue
Corp Pers Prop Repl Tax							
90-123000-1	L/S CORP REPL TAX	0.00	0.00	0.00	0.00	0.00	90-1230
	1230 Corp Pers Prop Repl Tax	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
Interest On Investments							
90-151100-1	LS-INT ON INVESTMENTS	138.20	1,411.55	2,000.00	588.45	70.58	90-1511
	1511 Interest On Investments	<u>\$138.20</u>	<u>1,411.55</u>	<u>2,000.00</u>	<u>588.45</u>	<u>70.58</u>	* Source of Revenue
Other Local Revenues							
90-199900-1	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00	90-1999
	1999 Other Local Revenues	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
Permanent Transfer of Working Cash Fund Interest							
90-712000-1	TRANSFER FROM W/C	0.00	0.00	0.00	0.00	0.00	90-7120
	7120 Permanent Transfer of Working Cash Fund Interest	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
Sale Of Bonds							
90-721000-1	SALE OF BONDS	0.00	0.00	0.00	0.00	0.00	90-7210
	7210 Sale Of Bonds	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Source of Revenue
	90 Fire Prevention/Life Safety	<u>\$138.20</u>	<u>\$59,152.16</u>	<u>\$59,774.55</u>	<u>\$622.39</u>	<u>98.96</u>	Fund
	Report Total:	<u><u>\$387,960.22</u></u>	<u><u>\$7,661,698.15</u></u>	<u><u>\$9,012,072.65</u></u>	<u><u>1,350,374.50</u></u>	<u><u>85.02</u></u>	

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Expenditure Report

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PUTNAM COUNTY CUSD #535

Education Fund 10								
Function	1000	Instruction						
Function	1110	Elementary						
Object	100	Salaries						
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
100	Salaries	39,764.73	366,740.10	0.00	482,600.00	115,859.90	75.99	
200	Employee Benefits	10,947.27	83,035.80	0.00	101,000.00	17,964.20	82.21	
300	Purchased Services	1,718.85	13,803.69	0.00	18,000.00	4,196.31	76.69	
400	Supplies And Materials	0.00	10,290.95	155.58	10,400.00	(46.53)	100.45	
500	Capital Outlay	0.00	58,909.35	0.00	78,000.00	19,090.65	75.52	
1110	Elementary	52,430.85	532,779.89	155.58	690,000.00	157,064.53	77.24	** Function
100	Salaries	34,960.38	319,134.25	0.00	443,000.00	123,865.75	72.04	
200	Employee Benefits	9,485.00	74,008.01	0.00	123,000.00	48,991.99	60.17	
300	Purchased Services	571.80	4,050.01	0.00	8,000.00	3,949.99	50.63	
400	Supplies And Materials	0.00	13,527.45	203.36	13,800.00	69.19	99.50	
500	Capital Outlay	0.00	0.00	0.00	500.00	500.00	0.00	
1111	Primary	45,017.18	410,719.72	203.36	588,300.00	177,376.92	69.85	** Function
100	Salaries	39,318.05	350,308.39	0.00	491,000.00	140,691.61	71.35	
200	Employee Benefits	9,850.16	72,605.63	0.00	113,000.00	40,394.37	64.25	
300	Purchased Services	553.46	5,505.31	0.00	9,000.00	3,494.69	61.17	
400	Supplies And Materials	334.17	41,316.97	792.64	44,300.00	2,190.39	95.06	
500	Capital Outlay	0.00	2,000.00	0.00	1,000.00	(1,000.00)	200.00	
600	Other Objects	0.00	75.00	0.00	1,500.00	1,425.00	5.00	
1112	Junior High	50,055.84	471,811.30	792.64	659,800.00	187,196.06	71.63	** Function
100	Salaries	60,493.88	540,015.09	0.00	750,179.00	210,163.91	71.98	
200	Employee Benefits	18,735.07	157,933.94	0.00	225,000.00	67,066.06	70.19	
300	Purchased Services	523.30	6,211.69	0.00	9,900.00	3,688.31	62.74	
400	Supplies And Materials	2,423.01	42,878.89	26,363.98	112,350.00	43,107.13	61.63	
500	Capital Outlay	0.00	0.00	0.00	2,000.00	2,000.00	0.00	
600	Other Objects	0.00	0.00	0.00	1,500.00	1,500.00	0.00	
1113	High School	82,175.26	747,039.61	26,363.98	1,100,929.00	327,525.41	70.25	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
1114	Reading Imp	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	10,025.00	85,075.24	0.00	126,000.00	40,924.76	67.52	
200	Employee Benefits	3,639.94	26,902.73	0.00	42,000.00	15,097.27	64.05	
300	Purchased Services	105.28	1,747.35	218.20	3,750.00	1,784.45	52.41	

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PUTNAM COUNTY CUSD #535

Education Fund 10			
Function	1000	Instruction	
Function	1115	MUSIC	
Object	400	Supplies And Materials	

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
400	Supplies And Materials	0.00	2,886.33	891.93	5,620.00	1,841.74	67.23	
500	Capital Outlay	0.00	0.00	0.00	1,000.00	1,000.00	0.00	
600	Other Objects	284.00	400.00	0.00	1,000.00	600.00	40.00	
1115	MUSIC	14,054.22	117,011.65	1,110.13	179,370.00	61,248.22	65.85	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	7,000.00	6,000.00	(1,000.00)	116.67	
1116	Accel Reader	0.00	0.00	7,000.00	6,000.00	(1,000.00)	116.67	** Function
100	Salaries	9,782.45	100,899.64	0.00	124,300.00	23,400.36	81.17	
200	Employee Benefits	1,400.27	10,301.80	0.00	19,600.00	9,298.20	52.56	
300	Purchased Services	0.00	1,086.63	0.00	1,700.00	613.37	63.92	
400	Supplies And Materials	959.17	6,217.33	537.89	11,300.00	4,544.78	59.78	
500	Capital Outlay	0.00	663.07	162.10	670.00	(155.17)	123.16	
1125	Pre-K Programs	12,141.89	119,168.47	699.99	157,570.00	37,701.54	76.07	** Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
1203	Emh Handicapped lighted way	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	180.00	480.00	0.00	2,500.00	2,020.00	19.20	
200	Employee Benefits	39.24	91.75	0.00	325.00	233.25	28.23	
300	Purchased Services	5,235.78	35,947.89	0.00	83,000.00	47,052.11	43.31	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
1204	Physically Hndcap Homebound	5,455.02	36,519.64	0.00	85,825.00	49,305.36	42.55	** Function
300	Purchased Services	226.60	226.60	0.00	1,200.00	973.40	18.88	
1206	Visually Impaired (Vi)	226.60	226.60	0.00	1,200.00	973.40	18.88	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	226.60	226.60	0.00	1,200.00	973.40	18.88	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
1207	Hard Of Hearing (Hh)	226.60	226.60	0.00	1,200.00	973.40	18.88	** Function
100	Salaries	3,783.88	34,914.50	0.00	46,000.00	11,085.50	75.90	
200	Employee Benefits	1,083.96	8,628.90	0.00	12,230.00	3,601.10	70.56	
300	Purchased Services	0.00	36,761.29	0.00	42,200.00	5,438.71	87.11	
400	Supplies And Materials	0.00	172.58	0.00	650.00	477.42	26.55	

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PUTNAM COUNTY CUSD #535

Education Fund 10								
Function	1000	Instruction						
Function	1210	Speech & Lang.Impaired						
Object	400	Supplies And Materials						
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
1210	<u>Speech & Lang.Impaired</u>	4,867.84	80,477.27	0.00	101,080.00	20,602.73	79.62	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
1214	<u>PRESCHOOL</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
1219	<u>Pre Kind EARLY CHILDHOOD</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	59,064.21	517,687.18	0.00	750,000.00	232,312.82	69.02	
200	Employee Benefits	10,391.24	79,823.15	0.00	127,000.00	47,176.85	62.85	
300	Purchased Services	0.00	186.82	0.00	2,000.00	1,813.18	9.34	
400	Supplies And Materials	974.26	11,388.73	292.20	52,800.00	41,119.07	22.12	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
1220	<u>Cross-Categorical (Cc)</u>	70,429.71	609,085.88	292.20	931,800.00	322,421.92	65.40	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
1222	<u>MI</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	4,369.31	41,861.42	0.00	54,200.00	12,338.58	77.24	
200	Employee Benefits	967.49	7,596.70	0.00	13,800.00	6,203.30	55.05	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	140.64	0.00	1,220.00	1,079.36	11.53	
1225	<u>Special Education Programs Pre-K</u>	5,336.80	49,598.76	0.00	69,220.00	19,621.24	71.65	** Function
100	Salaries	8,646.08	74,759.56	0.00	103,980.00	29,220.44	71.90	
200	Employee Benefits	6,638.26	35,107.89	0.00	54,000.00	18,892.11	65.01	
300	Purchased Services	1,563.41	5,336.21	270.00	9,921.00	4,314.79	56.51	
400	Supplies And Materials	0.00	457.92	0.00	500.00	42.08	91.58	

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PUTNAM COUNTY CUSD #535

Education Fund 10								
Function	1000	Instruction						
Function	1250	Remedial and Supplemental Programs K-12						
Object	400	Supplies And Materials						
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
1250	Remedial and Supplemental Programs K-12	16,847.75	115,661.58	270.00	168,401.00	52,469.42	68.84	** Function
100	Salaries	2,753.48	28,685.41	0.00	43,000.00	14,314.59	66.71	
200	Employee Benefits	1,011.42	8,149.77	0.00	11,700.00	3,550.23	69.66	
300	Purchased Services	0.00	927.47	0.00	3,500.00	2,572.53	26.50	
400	Supplies And Materials	2,087.52	5,533.28	2,392.16	7,400.00	(525.44)	107.10	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	0.00	0.00	0.00	500.00	500.00	0.00	
1401	VOCATIONAL AG	5,852.42	43,295.93	2,392.16	66,100.00	20,411.91	69.12	** Function
100	Salaries	2,843.40	29,026.35	0.00	40,100.00	11,073.65	72.38	
200	Employee Benefits	1,468.02	12,211.61	0.00	17,100.00	4,888.39	71.41	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	3,839.02	255.99	5,662.00	1,566.99	72.32	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
1402	INDUSTRIAL ARTS	4,311.42	45,076.98	255.99	62,862.00	17,529.03	72.12	** Function
100	Salaries	4,620.00	31,851.30	0.00	45,900.00	14,048.70	69.39	
200	Employee Benefits	1,346.40	9,424.80	0.00	15,500.00	6,075.20	60.81	
300	Purchased Services	0.00	263.20	0.00	1,500.00	1,236.80	17.55	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
1407	BUSINESS ED	5,966.40	41,539.30	0.00	62,900.00	21,360.70	66.04	** Function
100	Salaries	2,561.09	24,162.53	0.00	31,300.00	7,137.47	77.20	
200	Employee Benefits	596.72	4,753.40	0.00	8,350.00	3,596.60	56.93	
300	Purchased Services	54.05	474.70	0.00	1,000.00	525.30	47.47	
400	Supplies And Materials	0.00	0.00	0.00	300.00	300.00	0.00	
1459	CO-OP PROGRAM	3,211.86	29,390.63	0.00	40,950.00	11,559.37	71.77	** Function
100	Salaries	19,822.19	85,846.13	0.00	118,200.00	32,353.87	72.63	
200	Employee Benefits	396.00	2,814.30	0.00	6,200.00	3,385.70	45.39	
300	Purchased Services	1,781.09	15,717.32	0.00	35,400.00	19,682.68	44.40	
400	Supplies And Materials	224.55	13,185.37	2,002.70	16,500.00	1,311.93	92.05	
500	Capital Outlay	1,244.09	1,244.09	95.00	6,000.00	4,660.91	22.32	
600	Other Objects	197.00	8,402.35	0.00	9,200.00	797.65	91.33	
1501	ATHLETICS	23,664.92	127,209.56	2,097.70	191,500.00	62,192.74	67.52	** Function
100	Salaries	0.00	5,012.50	0.00	0.00	(5,012.50)	0.00	

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PUTNAM COUNTY CUSD #535

Education Fund 10								
Function	1000	Instruction						
Function	1502	Music						
Object	200	Employee Benefits						
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
200	Employee Benefits	0.00	1,690.70	0.00	0.00	(1,690.70)	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
1502	Music	0.00	6,703.20	0.00	0.00	(6,703.20)	0.00	** Function
100	Salaries	2,465.27	21,162.88	0.00	26,000.00	4,837.12	81.40	
200	Employee Benefits	223.63	1,013.80	0.00	2,000.00	986.20	50.69	
300	Purchased Services	0.00	0.00	0.00	1,500.00	1,500.00	0.00	
400	Supplies And Materials	144.00	411.00	1,455.00	6,300.00	4,434.00	29.62	
600	Other Objects	0.00	0.00	0.00	50.00	50.00	0.00	
1540	EXTRA CURRICULAR	2,832.90	22,587.68	1,455.00	35,850.00	11,807.32	67.06	** Function
100	Salaries	0.00	12,369.38	0.00	16,000.00	3,630.62	77.31	
200	Employee Benefits	0.00	2,822.01	0.00	3,200.00	377.99	88.19	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	81.30	0.00	250.00	168.70	32.52	
1600	Summer School	0.00	15,272.69	0.00	19,450.00	4,177.31	78.52	** Function
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
1650	Gifted Programs	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	2,215.27	20,868.85	0.00	28,280.00	7,411.15	73.79	
200	Employee Benefits	1,048.30	8,426.31	0.00	10,550.00	2,123.69	79.87	
300	Purchased Services	320.26	2,799.83	0.00	7,800.00	5,000.17	35.90	
400	Supplies And Materials	0.00	0.00	0.00	100.00	100.00	0.00	
1700	Drivers Education Program	3,583.83	32,094.99	0.00	46,730.00	14,635.01	68.68	** Function
100	Salaries	0.00	315.66	0.00	520.00	204.34	60.70	
300	Purchased Services	0.00	130.00	0.00	580.00	450.00	22.41	
400	Supplies And Materials	0.00	0.00	23.00	3,457.00	3,434.00	0.67	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
1800	Bilingual Programs	0.00	445.66	23.00	4,557.00	4,088.34	10.28	** Function
600	Other Objects	5,773.34	42,844.26	0.00	67,000.00	24,155.74	63.95	
1912	Special Education Programs K-12 - Private Tuition	5,773.34	42,844.26	0.00	67,000.00	24,155.74	63.95	** Function
1000	Instruction	\$414,462.65	3,696,787.85	43,111.73	5,338,594.00	1,598,694.42	70.05	* Function

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Expenditure Report

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PUTNAM COUNTY CUSD #535

Education Fund 10								
Function	2000	Support Services						
Function	2110	Attendance/Soc Wrk Serv						
Object	100	Salaries						
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
100	Salaries	10,382.94	92,036.45	0.00	120,400.00	28,363.55	76.44	
200	Employee Benefits	2,348.96	20,166.61	0.00	26,500.00	6,333.39	76.10	
300	Purchased Services	46.06	641.10	0.00	1,500.00	858.90	42.74	
400	Supplies And Materials	376.65	560.51	16.95	1,170.00	592.54	49.36	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	0.00	135.00	0.00	200.00	65.00	67.50	
2110	Attendance/Soc Wrk Serv	13,154.61	113,539.67	16.95	149,770.00	36,213.38	75.82	** Function
100	Salaries	5,034.83	45,225.45	0.00	60,500.00	15,274.55	74.75	
200	Employee Benefits	1,311.57	10,462.53	0.00	14,300.00	3,837.47	73.16	
300	Purchased Services	0.00	685.96	0.00	1,350.00	664.04	50.81	
400	Supplies And Materials	0.00	375.65	0.00	450.00	74.35	83.48	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	0.00	0.00	0.00	100.00	100.00	0.00	
2120	Guidance Services	6,346.40	56,749.59	0.00	76,700.00	19,950.41	73.99	** Function
100	Salaries	3,410.27	21,921.25	0.00	36,000.00	14,078.75	60.89	
200	Employee Benefits	700.02	7,062.38	0.00	8,900.00	1,837.62	79.35	
300	Purchased Services	0.00	1,034.21	0.00	1,600.00	565.79	64.64	
400	Supplies And Materials	0.00	446.23	683.20	1,350.00	220.57	83.66	
2134	Nurse Services	4,110.29	30,464.07	683.20	47,850.00	16,702.73	65.09	** Function
100	Salaries	5,549.11	49,961.59	0.00	66,300.00	16,338.41	75.36	
200	Employee Benefits	253.24	2,146.58	0.00	3,300.00	1,153.42	65.05	
300	Purchased Services	193.64	1,705.98	0.00	2,650.00	944.02	64.38	
400	Supplies And Materials	0.00	690.37	0.00	1,800.00	1,109.63	38.35	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
2140	Psychological Services	5,995.99	54,504.52	0.00	74,050.00	19,545.48	73.61	** Function
300	Purchased Services	459.95	5,502.28	0.00	8,000.00	2,497.72	68.78	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
2190	Other Support Svs Pupils	459.95	5,502.28	0.00	8,000.00	2,497.72	68.78	** Function
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	1,000.00	1,000.00	0.00	
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	

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Education Fund 10								
Function	2000	Support Services						
Function	2191	OTHER SUPPORT						
Object	600	Other Objects						
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
2191	OTHER SUPPORT	0.00	0.00	0.00	1,000.00	1,000.00	0.00	** Function
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
2192	TITLE V CHART COUNTS	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
2193	Title IV	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	1,532.80	30,699.50	0.00	30,900.00	200.50	99.35	
200	Employee Benefits	165.89	4,987.56	0.00	5,000.00	12.44	99.75	
300	Purchased Services	0.00	5,279.61	0.00	27,600.00	22,320.39	19.13	
400	Supplies And Materials	0.00	4,249.51	0.00	4,500.00	250.49	94.43	
2210	EPIC	1,698.69	45,216.18	0.00	68,000.00	22,783.82	66.49	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
2215	TITLE II CLASS REDUCTION	0.00	0.00	0.00	0.00	0.00	0.00	** Function
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
2218	Quality Assurance	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
2219	BLOCK GRANT	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	10,129.17	86,657.85	0.00	126,300.00	39,642.15	68.61	
200	Employee Benefits	1,141.86	9,040.02	0.00	13,000.00	3,959.98	69.54	
300	Purchased Services	368.00	2,450.87	0.00	2,400.00	(50.87)	102.12	
400	Supplies And Materials	483.02	10,500.78	886.05	14,690.00	3,303.17	77.51	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
2220	MEDIA PROGRAM	12,122.05	108,649.52	886.05	156,390.00	46,854.43	70.04	** Function
100	Salaries	5,069.63	52,709.89	0.00	60,200.00	7,490.11	87.56	

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PUTNAM COUNTY CUSD #535

Education Fund 10								
Function	2000	Support Services						
Function	2226	TECHNOLOGY						
Object	200	Employee Benefits						
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
200	Employee Benefits	1,302.94	10,217.67	0.00	14,000.00	3,782.33	72.98	
300	Purchased Services	634.03	3,194.49	0.00	7,500.00	4,305.51	42.59	
400	Supplies And Materials	0.00	3,023.94	156.97	2,700.00	(480.91)	117.81	
2226	TECHNOLOGY	7,006.60	69,145.99	156.97	84,400.00	15,097.04	82.11	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
2230	Assessment/Testing	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	239.71	4,776.37	0.00	5,550.00	773.63	86.06	
200	Employee Benefits	49.60	431.95	0.00	100.00	(331.95)	431.95	
300	Purchased Services	483.00	32,719.31	0.00	43,200.00	10,480.69	75.74	
400	Supplies And Materials	1,129.57	33,338.19	4,972.01	37,300.00	(1,010.20)	102.71	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	25.01	20,980.69	0.00	25,000.00	4,019.31	83.92	
2310	Brd Ed Services	1,926.89	92,246.51	4,972.01	111,150.00	13,931.48	87.47	** Function
100	Salaries	7,148.48	71,581.93	0.00	98,314.00	26,732.07	72.81	
200	Employee Benefits	2,142.48	19,260.71	0.00	26,800.00	7,539.29	71.87	
300	Purchased Services	600.79	7,165.08	0.00	11,600.00	4,434.92	61.77	
400	Supplies And Materials	100.95	3,416.16	564.80	7,200.00	3,219.04	55.29	
500	Capital Outlay	0.00	0.00	1,049.00	1,500.00	451.00	69.93	
600	Other Objects	0.00	812.90	0.00	1,000.00	187.10	81.29	
2320	Executive Adm. Serv	9,992.70	102,236.78	1,613.80	146,414.00	42,563.42	70.93	** Function
100	Salaries	34,443.57	308,393.09	0.00	410,500.00	102,106.91	75.13	
200	Employee Benefits	11,095.42	99,778.42	0.00	132,500.00	32,721.58	75.30	
300	Purchased Services	720.93	6,903.98	175.00	10,500.00	3,421.02	67.42	
400	Supplies And Materials	595.24	8,323.26	338.30	12,420.00	3,758.44	69.74	
500	Capital Outlay	0.00	0.00	0.00	1,000.00	1,000.00	0.00	
600	Other Objects	0.00	1,854.08	0.00	1,600.00	(254.08)	115.88	
2410	Office Of Principal Serv	46,855.16	425,252.83	513.30	568,520.00	142,753.87	74.89	** Function
100	Salaries	0.00	7,255.73	0.00	0.00	(7,255.73)	0.00	
200	Employee Benefits	0.00	739.69	0.00	0.00	(739.69)	0.00	
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	

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PUTNAM COUNTY CUSD #535

Education Fund 10								
Function	2000	Support Services						
Function	2510	Dirctn Business Suppt Ser						
Object	500	Capital Outlay						
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
2510	Dirctn Business Suppt Ser	0.00	7,995.42	0.00	0.00	(7,995.42)	0.00	** Function
100	Salaries	7,255.74	57,992.04	0.00	89,800.00	31,807.96	64.58	
200	Employee Benefits	739.69	5,910.67	0.00	9,700.00	3,789.33	60.93	
300	Purchased Services	163.63	230.55	0.00	2,700.00	2,469.45	8.54	
400	Supplies And Materials	0.00	0.00	0.00	0.00	0.00	0.00	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	0.00	0.00	0.00	450.00	450.00	0.00	
2520	Fiscal Services	8,159.06	64,133.26	0.00	102,650.00	38,516.74	62.48	** Function
100	Salaries	11,042.68	105,590.09	0.00	145,000.00	39,409.91	72.82	
200	Employee Benefits	0.25	2.25	0.00	25.00	22.75	9.00	
300	Purchased Services	63.45	333.50	0.00	2,400.00	2,066.50	13.90	
400	Supplies And Materials	20,735.46	176,119.11	0.00	240,000.00	63,880.89	73.38	
500	Capital Outlay	0.00	0.00	0.00	4,000.00	4,000.00	0.00	
600	Other Objects	0.00	180.00	0.00	400.00	220.00	45.00	
2560	Food Services	31,841.84	282,224.95	0.00	391,825.00	109,600.05	72.03	** Function
300	Purchased Services	1,009.00	4,283.29	0.00	5,500.00	1,216.71	77.88	
2630	Information Services	1,009.00	4,283.29	0.00	5,500.00	1,216.71	77.88	** Function
300	Purchased Services	0.00	0.00	0.00	5,000.00	5,000.00	0.00	
400	Supplies And Materials	0.00	0.00	0.00	18,600.00	18,600.00	0.00	
2660	DATA PROCESSING	0.00	0.00	0.00	23,600.00	23,600.00	0.00	** Function
2000	Support Services	\$150,679.23	1,462,144.86	8,842.28	2,015,819.00	544,831.86	72.97	* Function
600	Other Objects	0.00	8,911.47	0.00	12,000.00	3,088.53	74.26	
4120	Payments Sp Ed Programs	0.00	8,911.47	0.00	12,000.00	3,088.53	74.26	** Function
600	Other Objects	0.00	34,101.73	0.00	47,000.00	12,898.27	72.56	
4140	Payments for CTE Programs	0.00	34,101.73	0.00	47,000.00	12,898.27	72.56	** Function
300	Purchased Services	0.00	0.00	0.00	0.00	0.00	0.00	
600	Other Objects	0.00	0.00	0.00	20,000.00	20,000.00	0.00	
4190	Other Pymnts Gov In State	0.00	0.00	0.00	20,000.00	20,000.00	0.00	** Function
600	Other Objects	0.00	675.00	0.00	4,000.00	3,325.00	16.88	
4210	Payments for Regular Programs - Tuition	0.00	675.00	0.00	4,000.00	3,325.00	16.88	** Function

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PUTNAM COUNTY CUSD #535

Education Fund 10								
Function	4000	Nonprogrammed Charges						
Function	4220	Payments for Special Education Programs - Tuition						
Object	600	Other Objects						
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
600	Other Objects	0.00	104,943.00	0.00	160,000.00	55,057.00	65.59	
<u>4220</u>	<u>Payments for Special Education Programs - Tuition</u>	0.00	104,943.00	0.00	160,000.00	55,057.00	65.59	** Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<u>4240</u>	<u>Payments for CTE Programs - Tuition</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
<u>4000</u>	<u>Nonprogrammed Charges</u>	\$0.00	148,631.20	0.00	243,000.00	94,368.80	61.17	* Function
600	Other Objects	0.00	0.00	0.00	10,000.00	10,000.00	0.00	
<u>6000</u>	<u>Provision For Contingencs</u>	0.00	0.00	0.00	10,000.00	10,000.00	0.00	** Function
<u>6000</u>	<u>Provision For Contingencs</u>	\$0.00	0.00	0.00	10,000.00	10,000.00	0.00	* Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<u>8130</u>	<u>Prmt Trns From Ed Fund</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
<u>8000</u>	<u>Other Financing Uses</u>	\$0.00	0.00	0.00	0.00	0.00	0.00	* Function
<u>10</u>	<u>Education Fund</u>	\$565,141.88	\$5,307,563.91	\$51,954.01	\$7,607,413.00	\$2,247,895.08	70.45	Fund

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PUTNAM COUNTY CUSD #535

Oper, Build, & Maint Fund 20								
Function	2000	Support Services						
Function	2530	Function 2530						
Object	500	Capital Outlay						
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
<u>2530</u>	<u>Function 2530</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
100	Salaries	15,822.62	237,282.82	0.00	346,300.00	109,017.18	68.52	
200	Employee Benefits	2,255.66	21,196.99	0.00	28,450.00	7,253.01	74.51	
300	Purchased Services	7,993.57	121,690.10	0.00	157,400.00	35,709.90	77.31	
400	Supplies And Materials	25,781.02	192,600.12	0.00	327,600.00	134,999.88	58.79	
500	Capital Outlay	0.00	204,560.66	0.00	227,500.00	22,939.34	89.92	
<u>2542</u>	<u>Care & Upkeep Bldg Serv</u>	51,852.87	777,330.69	0.00	1,087,250.00	309,919.31	71.50	** Function
100	Salaries	0.00	0.00	0.00	0.00	0.00	0.00	
300	Purchased Services	395.00	12,212.63	0.00	27,000.00	14,787.37	45.23	
400	Supplies And Materials	0.00	1,856.77	0.00	12,000.00	10,143.23	15.47	
500	Capital Outlay	0.00	5,000.00	0.00	25,000.00	20,000.00	20.00	
600	Other Objects	0.00	0.00	0.00	50.00	50.00	0.00	
<u>2543</u>	<u>Care Upkeep Grnds Serv</u>	395.00	19,069.40	0.00	64,050.00	44,980.60	29.77	** Function
<u>2000</u>	<u>Support Services</u>	\$52,247.87	796,400.09	0.00	1,151,300.00	354,899.91	69.17	* Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<u>6000</u>	<u>Provision For Contingencs</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
<u>6000</u>	<u>Provision For Contingencs</u>	\$0.00	0.00	0.00	0.00	0.00	0.00	* Function
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
<u>8800</u>	<u>Function 8800</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
<u>8000</u>	<u>Other Financing Uses</u>	\$0.00	0.00	0.00	0.00	0.00	0.00	* Function
<u>20</u>	<u>Oper, Build, & Maint Fund</u>	\$52,247.87	\$796,400.09	\$0.00	\$1,151,300.00	\$354,899.91	69.17	Fund

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PUTNAM COUNTY CUSD #535

Debt Service Fund or Fund Group 30								
Function	5000	Debt Services						
Function	5140	State Aid Anticipation Certificates						
Object	600	Other Objects						
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
5140	State Aid Anticipation Certificates	0.00	0.00	0.00	0.00	0.00	0.00	** Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
5200	Debt Service - Interest on Long-Term Debt	0.00	0.00	0.00	0.00	0.00	0.00	** Function
5000	Debt Services	\$0.00	0.00	0.00	0.00	0.00	0.00	* Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
8140	Prmt Transf Of Interest	0.00	0.00	0.00	0.00	0.00	0.00	** Function
8000	Other Financing Uses	\$0.00	0.00	0.00	0.00	0.00	0.00	* Function
30	Debt Service Fund or Fund Group	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	Fund

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PUTNAM COUNTY CUSD #535

Transportation Fund 40								
Function	2000	Support Services						
Function	2550	Pupil Transportation Ser						
Object	100	Salaries						
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
100	Salaries	1,534.82	14,673.59	0.00	28,900.00	14,226.41	50.77	
200	Employee Benefits	245.17	1,753.40	0.00	2,175.00	421.60	80.62	
300	Purchased Services	60,727.74	469,544.55	0.00	657,600.00	188,055.45	71.40	
400	Supplies And Materials	320.26	3,256.31	0.00	6,500.00	3,243.69	50.10	
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
<u>2550</u>	<u>Pupil Transportation Ser</u>	<u>62,827.99</u>	<u>489,227.85</u>	<u>0.00</u>	<u>695,175.00</u>	<u>205,947.15</u>	<u>70.37</u>	** Function
<u>2000</u>	<u>Support Services</u>	<u>\$62,827.99</u>	<u>489,227.85</u>	<u>0.00</u>	<u>695,175.00</u>	<u>205,947.15</u>	<u>70.37</u>	* Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<u>6000</u>	<u>Provision For Contingencs</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	** Function
<u>6000</u>	<u>Provision For Contingencs</u>	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
<u>8140</u>	<u>Prmt Transf Of Interest</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	** Function
<u>8000</u>	<u>Other Financing Uses</u>	<u>\$0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	* Function
<u>40</u>	<u>Transportation Fund</u>	<u>\$62,827.99</u>	<u>\$489,227.85</u>	<u>\$0.00</u>	<u>\$695,175.00</u>	<u>\$205,947.15</u>	<u>70.37</u>	Fund

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PUTNAM COUNTY CUSD #535

I.M.R.F./Soc. Sec. Fund 50			
Function	1000	Instruction	
Function	1110	Elementary	
Object	200	Employee Benefits	

Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
200	Employee Benefits	1,153.74	10,280.19	0.00	13,100.00	2,819.81	78.47	
<u>1110</u>	<u>Elementary</u>	1,153.74	10,280.19	0.00	13,100.00	2,819.81	78.47	** Function
200	Employee Benefits	454.43	4,151.09	0.00	7,000.00	2,848.91	59.30	
<u>1111</u>	<u>Primary</u>	454.43	4,151.09	0.00	7,000.00	2,848.91	59.30	** Function
200	Employee Benefits	654.87	5,523.70	0.00	7,100.00	1,576.30	77.80	
<u>1112</u>	<u>Junior High</u>	654.87	5,523.70	0.00	7,100.00	1,576.30	77.80	** Function
200	Employee Benefits	845.71	7,643.22	0.00	11,700.00	4,056.78	65.33	
<u>1113</u>	<u>High School</u>	845.71	7,643.22	0.00	11,700.00	4,056.78	65.33	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<u>1114</u>	<u>Reading Imp</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	130.11	1,128.02	0.00	2,000.00	871.98	56.40	
<u>1115</u>	<u>MUSIC</u>	130.11	1,128.02	0.00	2,000.00	871.98	56.40	** Function
200	Employee Benefits	0.00	0.00	0.00	7,200.00	7,200.00	0.00	
<u>1120</u>	<u>Middle-Junior High</u>	0.00	0.00	0.00	7,200.00	7,200.00	0.00	** Function
200	Employee Benefits	807.22	10,074.53	0.00	10,900.00	825.47	92.43	
<u>1125</u>	<u>Pre-K Programs</u>	807.22	10,074.53	0.00	10,900.00	825.47	92.43	** Function
200	Employee Benefits	0.00	0.00	0.00	650.00	650.00	0.00	
<u>1130</u>	<u>High School</u>	0.00	0.00	0.00	650.00	650.00	0.00	** Function
200	Employee Benefits	2.57	6.87	0.00	50.00	43.13	13.74	
<u>1204</u>	<u>Physically Hndcap Homebound</u>	2.57	6.87	0.00	50.00	43.13	13.74	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<u>1207</u>	<u>Hard Of Hearing (Hh)</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	53.84	497.14	0.00	1,200.00	702.86	41.43	
<u>1210</u>	<u>Speech & Lang. Impaired</u>	53.84	497.14	0.00	1,200.00	702.86	41.43	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<u>1214</u>	<u>PRESCHOOL</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<u>1219</u>	<u>Pre Kind EARLY CHILDHOOD</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	4,679.93	41,414.22	0.00	66,500.00	25,085.78	62.28	
<u>1220</u>	<u>Cross-Categorical (Cc)</u>	4,679.93	41,414.22	0.00	66,500.00	25,085.78	62.28	** Function

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PUTNAM COUNTY CUSD #535

I.M.R.F./Soc. Sec. Fund 50								
Function	1000	Instruction						
Function	1222	MI						
Object	200	Employee Benefits						
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<u>1222</u>	<u>MI</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	295.00	1,983.15	0.00	4,100.00	2,116.85	48.37	
<u>1225</u>	<u>Special Education Programs Pre-K</u>	295.00	1,983.15	0.00	4,100.00	2,116.85	48.37	** Function
200	Employee Benefits	121.72	1,053.28	0.00	1,500.00	446.72	70.22	
<u>1250</u>	<u>Remedial and Supplemental Programs K-12</u>	121.72	1,053.28	0.00	1,500.00	446.72	70.22	** Function
200	Employee Benefits	45.87	423.31	0.00	650.00	226.69	65.12	
<u>1401</u>	<u>VOCATIONAL AG</u>	45.87	423.31	0.00	650.00	226.69	65.12	** Function
200	Employee Benefits	38.79	359.99	0.00	650.00	290.01	55.38	
<u>1402</u>	<u>INDUSTRIAL ARTS</u>	38.79	359.99	0.00	650.00	290.01	55.38	** Function
200	Employee Benefits	60.73	420.02	0.00	750.00	329.98	56.00	
<u>1407</u>	<u>BUSINESS ED</u>	60.73	420.02	0.00	750.00	329.98	56.00	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<u>1415</u>	<u>IVCC TECH PREP</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	18.97	222.49	0.00	275.00	52.51	80.91	
<u>1459</u>	<u>CO-OP PROGRAM</u>	18.97	222.49	0.00	275.00	52.51	80.91	** Function
200	Employee Benefits	898.21	4,738.02	0.00	4,750.00	11.98	99.75	
<u>1501</u>	<u>ATHLETICS</u>	898.21	4,738.02	0.00	4,750.00	11.98	99.75	** Function
200	Employee Benefits	0.00	68.40	0.00	0.00	(68.40)	0.00	
<u>1502</u>	<u>Music</u>	0.00	68.40	0.00	0.00	(68.40)	0.00	** Function
200	Employee Benefits	32.01	375.05	0.00	950.00	574.95	39.48	
<u>1540</u>	<u>EXTRA CURRICULAR</u>	32.01	375.05	0.00	950.00	574.95	39.48	** Function
200	Employee Benefits	0.00	175.13	0.00	350.00	174.87	50.04	
<u>1600</u>	<u>Summer School</u>	0.00	175.13	0.00	350.00	174.87	50.04	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<u>1650</u>	<u>Gifted Programs</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	28.34	255.06	0.00	500.00	244.94	51.01	
<u>1700</u>	<u>Drivers Education Program</u>	28.34	255.06	0.00	500.00	244.94	51.01	** Function
200	Employee Benefits	0.00	58.28	0.00	0.00	(58.28)	0.00	
<u>1800</u>	<u>Bilingual Programs</u>	0.00	58.28	0.00	0.00	(58.28)	0.00	** Function

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PUTNAM COUNTY CUSD #535

I.M.R.F./Soc. Sec. Fund 50								
Function	1000	Instruction						
Function	1800	Bilingual Programs						
Object	200	Employee Benefits						
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
1000	Instruction	\$10,322.06	90,851.16	0.00	141,875.00	51,023.84	64.04	* Function
200	Employee Benefits	363.96	3,180.28	0.00	4,650.00	1,469.72	68.39	
2110	Attendance/Soc Wrk Serv	363.96	3,180.28	0.00	4,650.00	1,469.72	68.39	** Function
200	Employee Benefits	71.61	642.97	0.00	950.00	307.03	67.68	
2120	Guidance Services	71.61	642.97	0.00	950.00	307.03	67.68	** Function
200	Employee Benefits	733.03	4,794.73	0.00	7,300.00	2,505.27	65.68	
2134	Nurse Services	733.03	4,794.73	0.00	7,300.00	2,505.27	65.68	** Function
200	Employee Benefits	266.58	2,408.39	0.00	3,400.00	991.61	70.84	
2140	Psychological Services	266.58	2,408.39	0.00	3,400.00	991.61	70.84	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
2192	TITLE V CHART COUNTS	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
2193	Title IV	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
2196	Comp Arts	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	24.85	1,244.36	0.00	800.00	(444.36)	155.55	
2210	EPIC	24.85	1,244.36	0.00	800.00	(444.36)	155.55	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
2212	CURRICULUM DIRECTOR	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
2215	TITLE II CLASS REDUCTION	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
2218	Quality Assurance	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
2219	BLOCK GRANT	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	1,161.11	9,807.67	0.00	15,400.00	5,592.33	63.69	
2220	MEDIA PROGRAM	1,161.11	9,807.67	0.00	15,400.00	5,592.33	63.69	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
2225	TECH THRUST	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	0.00	1,186.53	0.00	0.00	(1,186.53)	0.00	

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PUTNAM COUNTY CUSD #535

I.M.R.F./Soc. Sec. Fund 50								
Function	2000	Support Services						
Function	2226	TECHNOLOGY						
Object	200	Employee Benefits						
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
<u>2226</u>	<u>TECHNOLOGY</u>	0.00	1,186.53	0.00	0.00	(1,186.53)	0.00	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<u>2230</u>	<u>Assessment/Testing</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	42.10	570.16	0.00	800.00	229.84	71.27	
<u>2310</u>	<u>Brd Ed Services</u>	42.10	570.16	0.00	800.00	229.84	71.27	** Function
200	Employee Benefits	118.98	1,068.58	0.00	1,500.00	431.42	71.24	
<u>2320</u>	<u>Executive Adm. Serv</u>	118.98	1,068.58	0.00	1,500.00	431.42	71.24	** Function
200	Employee Benefits	1,737.77	15,996.66	0.00	22,900.00	6,903.34	69.85	
<u>2410</u>	<u>Office Of Principal Serv</u>	1,737.77	15,996.66	0.00	22,900.00	6,903.34	69.85	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<u>2510</u>	<u>Dirctn Business Suppt Ser</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	1,310.93	11,714.27	0.00	16,200.00	4,485.73	72.31	
<u>2520</u>	<u>Fiscal Services</u>	1,310.93	11,714.27	0.00	16,200.00	4,485.73	72.31	** Function
200	Employee Benefits	4,825.28	44,751.46	0.00	57,800.00	13,048.54	77.42	
<u>2542</u>	<u>Care & Upkeep Bldg Serv</u>	4,825.28	44,751.46	0.00	57,800.00	13,048.54	77.42	** Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<u>2543</u>	<u>Care Upkeep Grnds Serv</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
200	Employee Benefits	151.59	1,562.00	0.00	3,900.00	2,338.00	40.05	
<u>2550</u>	<u>Pupil Transportation Ser</u>	151.59	1,562.00	0.00	3,900.00	2,338.00	40.05	** Function
200	Employee Benefits	2,102.40	19,224.34	0.00	26,610.00	7,385.66	72.24	
<u>2560</u>	<u>Food Services</u>	2,102.40	19,224.34	0.00	26,610.00	7,385.66	72.24	** Function
<u>2000</u>	<u>Support Services</u>	\$12,910.19	118,152.40	0.00	162,210.00	44,057.60	72.84	* Function
200	Employee Benefits	0.00	0.00	0.00	0.00	0.00	0.00	
<u>3696</u>	<u>Safe To Learn</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
<u>3000</u>	<u>Community Services</u>	\$0.00	0.00	0.00	0.00	0.00	0.00	* Function
<u>50</u>	<u>I.M.R.F./Soc. Sec. Fund</u>	\$23,232.25	\$209,003.56	\$0.00	\$304,085.00	\$95,081.44	68.73	Fund

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PUTNAM COUNTY CUSD #535

Capital Projects Fund or Fund Group 60								
Function	2000	Support Services						
Function	2530	Function 2530						
Object	500	Capital Outlay						
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
<u>2530</u>	<u>Function 2530</u>	0.00	0.00	0.00	0.00	0.00	0.00	** Function
<u>2000</u>	<u>Support Services</u>	\$0.00	0.00	0.00	0.00	0.00	0.00	* Function
600	Other Objects	0.00	21,712.89	0.00	0.00	(21,712.89)	0.00	
<u>8150</u>	<u>Prmnt Trnf From S&C</u>	0.00	21,712.89	0.00	0.00	(21,712.89)	0.00	** Function
<u>8000</u>	<u>Other Financing Uses</u>	\$0.00	21,712.89	0.00	0.00	(21,712.89)	0.00	* Function
<u>60</u>	<u>Capital Projects Fund or Fund Group</u>	\$0.00	\$21,712.89	\$0.00	\$0.00	(\$21,712.89)	0.00	Fund

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PUTNAM COUNTY CUSD #535

Working Cash Fund 70								
Function	8000	Other Financing Uses						
Function	8110	Permnt Trns Wrk Csh Abol						
Object	600	Other Objects						
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
8110	Permnt Trns Wrk Csh Abol	0.00	0.00	0.00	0.00	0.00	0.00	** Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
8111	Permnt Trns Wrk Csh	0.00	0.00	0.00	0.00	0.00	0.00	** Function
600	Other Objects	0.00	0.00	0.00	0.00	0.00	0.00	
8120	Prmnt Trnf Int From Wrkcs	0.00	0.00	0.00	0.00	0.00	0.00	** Function
8000	Other Financing Uses	\$0.00	0.00	0.00	0.00	0.00	0.00	* Function
70	Working Cash Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	Fund

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PUTNAM COUNTY CUSD #535

Tort Immunity and Judgment Fund 80								
Function	1000	Instruction						
Function	1401	VOCATIONAL AG						
Object	100	Salaries						
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
100	Salaries	474.28	948.56	0.00	0.00	(948.56)	0.00	
1401	VOCATIONAL AG	474.28	948.56	0.00	0.00	(948.56)	0.00	** Function
100	Salaries	568.57	1,137.15	0.00	0.00	(1,137.15)	0.00	
1402	INDUSTRIAL ARTS	568.57	1,137.15	0.00	0.00	(1,137.15)	0.00	** Function
100	Salaries	202.00	404.00	0.00	0.00	(404.00)	0.00	
1700	Drivers Education Program	202.00	404.00	0.00	0.00	(404.00)	0.00	** Function
1000	Instruction	\$1,244.85	2,489.71	0.00	0.00	(2,489.71)	0.00	* Function
100	Salaries	968.80	5,314.56	0.00	0.00	(5,314.56)	0.00	
2134	Nurse Services	968.80	5,314.56	0.00	0.00	(5,314.56)	0.00	** Function
100	Salaries	1,057.13	2,114.26	0.00	0.00	(2,114.26)	0.00	
2320	Executive Adm. Serv	1,057.13	2,114.26	0.00	0.00	(2,114.26)	0.00	** Function
200	Employee Benefits	0.00	31,477.90	0.00	40,000.00	8,522.10	78.69	
2362	Workers Comp/Workers Occ Disease Acts Payments	0.00	31,477.90	0.00	40,000.00	8,522.10	78.69	** Function
200	Employee Benefits	0.00	2,577.00	0.00	20,000.00	17,423.00	12.89	
2363	Unemployment Insurance Act Payments	0.00	2,577.00	0.00	20,000.00	17,423.00	12.89	** Function
300	Purchased Services	0.00	46,664.00	0.00	50,000.00	3,336.00	93.33	
2364	Insurance Payments (regular or self-insurance)	0.00	46,664.00	0.00	50,000.00	3,336.00	93.33	** Function
300	Purchased Services	784.41	3,825.66	0.00	20,000.00	16,174.34	19.13	
2369	Legal Services	784.41	3,825.66	0.00	20,000.00	16,174.34	19.13	** Function
300	Purchased Services	0.00	0.00	0.00	2,500.00	2,500.00	0.00	
2540	Function 2540	0.00	0.00	0.00	2,500.00	2,500.00	0.00	** Function
100	Salaries	10,358.89	20,717.75	0.00	0.00	(20,717.75)	0.00	
2542	Care & Upkeep Bldg Serv	10,358.89	20,717.75	0.00	0.00	(20,717.75)	0.00	** Function
100	Salaries	825.57	1,651.15	0.00	0.00	(1,651.15)	0.00	
2560	Food Services	825.57	1,651.15	0.00	0.00	(1,651.15)	0.00	** Function
2000	Support Services	\$13,994.80	114,342.28	0.00	132,500.00	18,157.72	86.30	* Function
80	Tort Immunity and Judgment Fund	\$15,239.65	\$116,831.99	\$0.00	\$132,500.00	\$15,668.01	88.18	Fund

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PUTNAM COUNTY CUSD #535

Fire Prevention/Life Safety 90								
Function	2000	Support Services						
Function	2548	L/S Capital Outlay						
Object	500	Capital Outlay						
Account	Description	M.T.D. Activity	Y.T.D. Activity	Open Encumb.	Current Budget	Budget Balance	% of Budget	State Account Number
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
2548	L/S Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	** Function
2000	Support Services	\$0.00	0.00	0.00	0.00	0.00	0.00	* Function
500	Capital Outlay	0.00	0.00	0.00	0.00	0.00	0.00	
4190	Other Pymnts Gov In State	0.00	0.00	0.00	0.00	0.00	0.00	** Function
4000	Nonprogrammed Charges	\$0.00	0.00	0.00	0.00	0.00	0.00	* Function
90	Fire Prevention/Life Safety	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00	Fund
Report Total:		\$718,689.64	\$6,940,740.29	\$51,954.01	9,890,473.00	2,897,778.70	70.70	

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Balance Sheet (by fund)

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Account Number	Account Description	Balance Forward	Current Month	Current Balance
Fund: 10				
AP-Accrual-10	AP-Accrual for Fund 10	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
10-110-1	CASH IN BANKS	48,448.84	630.13	49,078.97
10-185-1	LONG TERM INVESTMENTS	0.00	0.00	0.00
10-111-1	IMPREST FUND	12,800.00	0.00	12,800.00
10-121-1	REGULAR INVESTMENT ED	4,086,694.58	(281,081.68)	3,805,612.90
10-131	PAYROLL CASH	0.00	0.00	0.00
10-199-1	EMPLOYEE COMPUTERS	(65.07)	(203.12)	(268.19)
10-122-1	FARNSWORTH INVESTMENT	0.00	0.00	0.00
	Total	\$4,147,878.36	(\$280,654.67)	\$3,867,223.69
10-457-1	Delete This Account	0.00	0.00	0.00
10-498-1	TEACHER RET 2.2	0.00	0.00	0.00
10-497-1	SUPPORT PERS. DUES	0.00	0.00	0.00
10-496-1	LOHMANS CAFE. PLAN	(6,771.75)	(863.50)	(7,635.25)
10-495-1	LIFE INS PAYABLE	0.00	0.00	0.00
10-493-1	MEDICARE INS. PAYABLE	0.00	0.00	0.00
10-490-1	Delete This Account	0.00	0.00	0.00
10-481-1	TEACHER RET. PAYABLE	0.00	0.00	0.00
10-460-1	DISABILITY INS. PAYABLE	0.00	0.00	0.00
10-458-1	Delete This Account	0.00	0.00	0.00
10-456-1	Delete This Account	0.00	0.00	0.00
10-455-1	Delete This Account	0.00	0.00	0.00
10-459-1	Delete This Account	0.00	0.00	0.00
10-454-1	Delete This Account	0.00	0.00	0.00
10-452-1	Delete This Account	0.00	0.00	0.00
10-411-1	LOAN TO LIFE SAFETY	0.00	0.00	0.00
10-431-1	ACCOUNTS PAYABLE	0.00	0.00	0.00
10-434-1	LOANS FROM WKG CASH FND	0.00	0.00	0.00
10-453-1	Delete This Account	0.00	0.00	0.00
	Total	(\$6,771.75)	(\$863.50)	(\$7,635.25)
10-706-1	NET PROFIT/LOSS	(950,022.31)	281,518.17	(668,504.14)
10-730-1	FUND BALANCE	(3,191,084.30)	0.00	(3,191,084.30)
	Total	(\$4,141,106.61)	\$281,518.17	(\$3,859,588.44)
	Total	\$0.00	\$0.00	\$0.00

Balance Sheet (by fund)

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Account Number	Account Description	Balance Forward	Current Month	Current Balance
Fund: 20				
AP-Accrual-20	AP-Accrual for Fund 20	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
20-185-1	LONG TERM INVESTMENTS	0.00	0.00	0.00
20-184-1	LAND FUND INVESTMENT	0.00	0.00	0.00
20-183-1	TREE FUND INVESTMENTS	3,580.29	0.00	3,580.29
20-131	PAYROLL CASH	0.00	0.00	0.00
20-110-1	CASH IN BANKS	118,785.45	0.00	118,785.45
20-121-1	REGULAR INVESTMENT O/M	2,168,543.15	(51,701.94)	2,116,841.21
	Total	\$2,290,908.89	(\$51,701.94)	\$2,239,206.95
20-454-1	Delete This Account	0.00	0.00	0.00
20-456-1	Delete This Account	0.00	0.00	0.00
20-457-1	Delete This Account	0.00	0.00	0.00
20-458-1	Delete This Account	(24.54)	0.00	(24.54)
20-459-1	Delete This Account	0.00	0.00	0.00
20-497-1	SUPPORT PERS. DUES	0.00	0.00	0.00
20-453-1	Delete This Account	0.00	0.00	0.00
20-481-1	ANNUITIES PAYABLE	0.00	0.00	0.00
20-451	Delete This Account	0.00	0.00	0.00
20-431-1	ACCOUNTS PAYABLE	0.00	0.00	0.00
20-452-1	Delete This Account	0.00	0.00	0.00
	Total	(\$24.54)	\$0.00	(\$24.54)
20-730-1	FUND BALANCE	(2,375,156.72)	0.00	(2,375,156.72)
20-706-1	NET PROFIT/LOSS	84,272.37	51,701.94	135,974.31
	Total	(\$2,290,884.35)	\$51,701.94	(\$2,239,182.41)
	Total	\$0.00	\$0.00	\$0.00

Balance Sheet (by fund)

Printed: 4/9/2013 10:53 AM
 PUTNAM COUNTY CUSD #535

Account Number	Account Description	Balance Forward	Current Month	Current Balance
Fund: 30				
AP-Accrual-30	AP-Accrual for Fund 30	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
30-185-1	LONG TERM INVESTMENTS	0.00	0.00	0.00
30-110-1	CASH IN BANKS	0.00	0.00	0.00
30-121-1	REGULAR INVESTMENT B/I	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
30-431-1	ACCOUNTS PAYABLE	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
30-730-1	FUND BALANCE	0.00	0.00	0.00
30-706-1	NET PROFIT/LOSS	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
	Total	\$0.00	\$0.00	\$0.00

Balance Sheet (by fund)

Printed: 4/9/2013 10:53 AM
PUTNAM COUNTY CUSD #535

Account Number	Account Description	Balance Forward	Current Month	Current Balance
Fund: 40				
AP-Accrual-40	AP-Accrual for Fund 40	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
40-110-1	CASH IN BANKS	(79.78)	0.00	(79.78)
40-121-1	REGULAR INVESTMENT TRANS	322,150.60	39,937.88	362,088.48
40-131	PAYROLL CASH	0.00	0.00	0.00
40-185-1	LONG TERM INVESTMENTS	0.00	0.00	0.00
	Total	\$322,070.82	\$39,937.88	\$362,008.70
40-453-1	Delete This Account	0.00	0.00	0.00
40-411-1	LOANS FROM W/C	0.00	0.00	0.00
40-452-1	Delete This Account	0.00	0.00	0.00
40-454-1	Delete This Account	0.00	0.00	0.00
40-456-1	Delete This Account	0.00	0.00	0.00
40-457-1	Delete This Account	0.00	0.00	0.00
40-481-1	EMPLOYEE INCENTIVE	0.00	0.00	0.00
40-451-1	Delete This Account	(0.33)	0.00	(0.33)
40-431-1	ACCOUNTS PAYABLE	0.00	0.00	0.00
	Total	(\$0.33)	\$0.00	(\$0.33)
40-706-1	NET PROFIT/LOSS	(40,331.57)	(39,937.88)	(80,269.45)
40-730-1	FUND BALANCE	(281,738.92)	0.00	(281,738.92)
	Total	(\$322,070.49)	(\$39,937.88)	(\$362,008.37)
	Total	\$0.00	\$0.00	\$0.00

Balance Sheet (by fund)

Printed: 4/9/2013 10:53 AM
 PUTNAM COUNTY CUSD #535

Account Number	Account Description	Balance Forward	Current Month	Current Balance
Fund: 50				
AP-Accrual-50	AP-Accrual for Fund 50	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
50-110-1	CASH IN BANKS	75,000.00	0.00	75,000.00
50-121-1	REGULAR INVESTMENT IMRF	260,305.80	(23,161.73)	237,144.07
50-185-1	IMRF-LONG TERM INVESTMEN	0.00	0.00	0.00
	Total	\$335,305.80	(\$23,161.73)	\$312,144.07
50-481-1	MEDICARE EMPLOYEE (10)	0.00	0.00	0.00
50-492-1	MEDICARE INS PAYABLE	0.00	0.00	0.00
50-457-1	Delete This Account	0.00	0.00	0.00
50-454-1	Delete This Account	0.00	0.00	0.00
50-431-1	ACCOUNTS PAYABLE	0.00	0.00	0.00
50-493-1	MEDICARE BOARD SHARE	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
50-730-1	FUND BALANCE	(186,393.03)	0.00	(186,393.03)
50-706-1	NET PROFIT/LOSS	(148,912.77)	23,161.73	(125,751.04)
	Total	(\$335,305.80)	\$23,161.73	(\$312,144.07)
	Total	\$0.00	\$0.00	\$0.00

Balance Sheet (by fund)

Printed: 4/9/2013 10:53 AM
 PUTNAM COUNTY CUSD #535

Account Number	Account Description	Balance Forward	Current Month	Current Balance
Fund: 60				
AP-Accrual-60	AP-Accrual for Fund 60	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
60-185-1	LONG TERM INVEST C/P	0.00	0.00	0.00
60-121-1	REG INVESTMENTS-CAP PROJ	0.00	0.00	0.00
60-110-1	CASH IN BANK-CAP PROJ	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
60-411-1	LOAN FROM W/C	0.00	0.00	0.00
60-431-1	A/P CAP PROJECTS	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
60-730-1	FUND BALANCE	(21,654.81)	0.00	(21,654.81)
60-706-1	NET PROFIT/LOSS	21,654.81	0.00	21,654.81
	Total	\$0.00	\$0.00	\$0.00
	Total	\$0.00	\$0.00	\$0.00

Balance Sheet (by fund)

Printed: 4/9/2013 10:53 AM
 PUTNAM COUNTY CUSD #535

Account Number	Account Description	Balance Forward	Current Month	Current Balance
Fund: 70				
AP-Accrual-70	AP-Accrual for Fund 70	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
70-121-1	REGULAR INVESTMENT WC	767,421.79	190.99	767,612.78
70-185-1	INVESTMENT LONG TERM WC	1,248,534.85	183.68	1,248,718.53
70-141-1	W/C INTERFUND LOANS	0.00	0.00	0.00
70-110-1	CASH IN BANKS	(13,983.08)	0.00	(13,983.08)
	Total	\$2,001,973.56	\$374.67	\$2,002,348.23
70-431-1	ACCOUNTS PAYABLE	0.00	0.00	0.00
70-411-1	LOANS TO LIFE SAFETY	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
70-730-1	FUND BALANCE	(1,941,792.58)	0.00	(1,941,792.58)
70-706-1	NET PROFIT/LOSS	(60,180.98)	(374.67)	(60,555.65)
	Total	(\$2,001,973.56)	(\$374.67)	(\$2,002,348.23)
	Total	\$0.00	\$0.00	\$0.00

Balance Sheet (by fund)

Printed: 4/9/2013 10:53 AM
 PUTNAM COUNTY CUSD #535

Account Number	Account Description	Balance Forward	Current Month	Current Balance
Fund: 80				
AP-Accrual-80	AP-Accrual for Fund 80	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
80-131	PAYROLL CASH	0.00	0.00	0.00
80-121-1	TORT-REG INVESTMENT	126,420.01	(14,798.33)	111,621.68
80-110-1	TORT-CASH IN BANKS	6,408.00	0.00	6,408.00
	Total	\$132,828.01	(\$14,798.33)	\$118,029.68
80-481	NON-CERT DUES	0.00	0.00	0.00
80-431-1	ACCOUNTS PAYABLE	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
80-730-1	FUND BALANCE	(233,675.14)	0.00	(233,675.14)
80-706-1	NET PROFIT/LOSS	100,847.13	14,798.33	115,645.46
	Total	(\$132,828.01)	\$14,798.33	(\$118,029.68)
	Total	\$0.00	\$0.00	\$0.00

Balance Sheet (by fund)

Printed: 4/9/2013 10:53 AM
 PUTNAM COUNTY CUSD #535

Account Number	Account Description	Balance Forward	Current Month	Current Balance
Fund: 90				
AP-Accrual-90	AP-Accrual for Fund 90	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
90-185-1	LONG TERM L/S	0.00	0.00	0.00
90-121-1	REGULAR INVESTMENT L/S	443,588.24	138.20	443,726.44
90-110-1	CASH IN BANK-LIFE SAFETY	(120,000.00)	0.00	(120,000.00)
	Total	\$323,588.24	\$138.20	\$323,726.44
90-411-1	LOAN DUE TO EDUCATION	0.00	0.00	0.00
90-481-1	IL WITHHOLDING TAX PAY	0.00	0.00	0.00
90-457-1	Delete This Account	0.00	0.00	0.00
90-452-1	Delete This Account	0.00	0.00	0.00
90-412-1	LOAN DUE TO WORKING CASH	0.00	0.00	0.00
90-431-1	ACCOUNTS PAYABLE	0.00	0.00	0.00
	Total	\$0.00	\$0.00	\$0.00
90-706-1	NET PROFIT/LOSS	(59,013.96)	(138.20)	(59,152.16)
90-730-1	FUND BALANCE	(264,574.28)	0.00	(264,574.28)
	Total	(\$323,588.24)	(\$138.20)	(\$323,726.44)
	Total	\$0.00	\$0.00	\$0.00

Fund Balance Report

Printed: 4/9/2013 10:38 AM

PUTNAM COUNTY CUSD #535

Fund	Description	Month to Date		Year to Date		YTD Change	Fund Balance	
		Expense	Income	Expense	Income		Start of Year	Current
10	Education Fund	565,141.88	283,623.71	5,307,563.91	5,976,068.05	668,504.14	3,191,084.30	3,859,588.44
20	Oper, Build, & Maint Fund	52,247.87	545.93	796,400.09	660,425.78	(135,974.31)	2,375,156.72	2,239,182.41
40	Transportation Fund	62,827.99	102,765.87	489,227.85	569,497.30	80,269.45	281,738.92	362,008.37
50	I.M.R.F./Soc. Sec. Fund	23,232.25	70.52	209,003.56	334,754.60	125,751.04	186,393.03	312,144.07
60	Capital Projects Fund or Fund Group	0.00	0.00	21,712.89	58.08	(21,654.81)	21,654.81	0.00
70	Working Cash Fund	0.00	374.67	0.00	60,555.65	60,555.65	1,941,792.58	2,002,348.23
80	Tort Immunity and Judgment Fund	15,239.65	441.32	116,831.99	1,186.53	(115,645.46)	233,675.14	118,029.68
90	Fire Prevention/Life Safety	0.00	138.20	0.00	59,152.16	59,152.16	264,574.28	323,726.44
		<u>\$718,689.64</u>	<u>\$387,960.22</u>	<u>\$6,940,740.29</u>	<u>\$7,661,698.15</u>	<u>\$720,957.86</u>	<u>\$8,496,069.77</u>	<u>\$9,217,027.64</u>

08



Putnam County Primary School

**400 E. Silverspoon Ave.
Granville, IL 61326**

**Phone Number 1-815-882-2800
Fax Number 1-815-882-2801**

ACTIVITY FUND REPORT MARCH

March 31, 2013

Beginning Balance March 1, 2013 \$8751.23

DEPOSITS \$416.04

- 3/08 - \$1.59 Refund from Casey's
- 3/13 - \$103.50 Soda machine
- 3/20 - \$45.73 Reimbursement from union & district for provided Soda at negotiations
- 3/20 - \$0.47 Ck 621 changed from 136.47 to 136.00
- 3/27 - \$264.75 K fieldtrip & soda machine

EXPENDITURES -337.12

- 3/12 ck# 626 - \$37.40 PC Foods (charged food for p/t conf)
- 3/18 ck# 627 - \$60.00 IPA—Starved Rock Region (sec dinner)
- 3/23 ck# 628 - \$208.00 Peoria Riverfront Museum (K fieldtrip)
- 3/27 ck# 629 - \$31.72 Ronda Cross (easter supplies)

Ending Balance March 31, 2013 \$8830.15

***Where all students will learn and succeed and all means ALL
Principal—Mrs. Ronda Cross
Secretary—Mrs. Angelina Migliorini***



Putnam County Primary School

*400 E. Silverspoon Ave.
Granville, IL 61326*

*Phone Number 1-815-882-2800
Fax Number 1-815-882-2801*

IMPREST FUND REPORT MARCH

March 31, 2013

Maximum Balance	\$1,500.00
Less Expenditures	\$-60.00

DEPOSITS	\$149.00
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EXPENDITURES	
3/18 \$60 Ck # 590 – L.E.A.S.E. (Pre-K workshop)	
	-\$60.00

Request for Reimbursement	\$60.00
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*Where all students will learn and succeed and all means ALL
Principal—Mrs. Ronda Cross
Secretary—Mrs. Angelina Migliorini*

PCES Activity Fund March 2013

Beginning Balance March 1, 2013	\$11391.19
Deposits March 2013	1560.00
Expenditures March 2013	<u>487.92</u>
Ending Balance March 31, 2013	\$12463.27

Deposits

March 19, 2013 Yearbooks	\$1560.00
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Expenditures

3/13/13	#1154 – IPA – Registration for Starved Rock for Mike Olson & Brenda Schmidt	\$60.00
3/13/13	#1155 – School Datebooks – 5 th Grade Datebooks – 1 st Payment	\$79.47
3/13/13	#1156 – Hennepin Food Mart Food for P/T Conference	\$98.42
3/13/13	#1157 – Pepsi – Soda	\$250.03
Total Expenditures		\$487.92

PCES Imprest Fund Report March 2013

Beginning Balance March 01, 2013	\$ 1500.00
Reimbursement for February 2013	<u>000.00</u>
Total	\$1,500.00
Less March 2013 expenditures	464.00
Balance March 31, 2013	\$ 1036.00
Request for reimbursement	464.00
Attain Maximum Balance	\$1,500.00

Deposits

Expenditures

3/7/2013	#3135 – VOID	
3/7/2013	#3136 – ROE Debbie Ward – Title	90.00
3/27/13	#3137 – Apollo Theater 4th Grade Field Trip	374.00
	Total Expenditures	\$464.00
	Request for reimbursement	\$464.00

Putnam County Junior High School
 Imprest Fund
 March, 2013
 Account #010-146

Beginning Balance	\$ 2,005.68
Replenishment Request	<u>794.32</u>
Attain Maximum Balance	\$ 2,800.00
Less Expenditures	<u>\$ 590.80</u>
Balance	\$ 2,209.20
Replenishment Request	<u>\$ 590.80</u>
Attain Maximum Balance	\$ 2,800.00

<u>Check</u>	<u>Date</u>	<u>To Whom</u>	<u>Account #</u>	<u>Reason</u>	<u>Amount</u>
5139	03/08	Dylan Thompson	10-1501-125-3	Athletic worker	105.00
5140	03/18	U. S. Postmaster	10-2410-341-1	postage	5.80
5141	03/25	Rebecca Caudil YRA	10-2220-410-3	media supplies	10.00
5142	03/28	Putnam Museum		reimburse from PCEF	470.00

expenditures	590.80
Replenishment request	590.80

Carl Carlson, Principal

Sandra A. Troglio, Secretary

Putnam County Junior High School
PCJH Cheerleading
March, 2013
Account #138-258

Beginning Balance	\$	467.37
Transfers In		<u>124.41</u>
Subtotal		591.78
Less Expenditures		<u>00.00</u>
Balance		591.78

<u>Check#</u>	<u>Date</u>	<u>To Whom</u>	<u>Reason</u>	<u>Amount</u>
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Carl Carlson, Principal

Sandra A. Troglio, Secretary

Putnam County Junior High School
 PCJH Girls Athletic Fund
 March, 2013
 Account #010-707

Beginning Balance	\$ 4,294.05
Transfers In	<u>2,578.95</u>
Subtotal	6,873.00
Less Expenditures	<u>1,576.50</u>
Balance	5,296.50

<u>Check #</u>	<u>Date</u>	<u>To Whom</u>	<u>Reason</u>	<u>Amount</u>
529	VOID			
530	03/02	Bill Twardowski	official	80.00
531	03/02	Doug Kinas	official	120.00
532	03/02	Alex Stoterau	athletic worker	45.00
533	03/02	Dave Carter	official	120.00
534	VOID			
535	03/06	Doug Kinas	official	80.00
536	03/07	Bill Twardowski	official	40.00
537	03/07	Doug Kinas	official	40.00
538	VOID			
539	03/07	Locker Room	shirts	298.50
540	03/08	Dylan Thompson	athletic worker	90.00
541	03/15	Princeton Bster Club	entry fee	315.00
542	03/20	IESA	Gate fee	276.00
543	03/21	Alfanos	pizza	72.00

Carl Carlson, Principal

Sandra A. Troglio, Secretary

Putnam County Junior High School
Puma Crew
March, 2013
Account #010-561

Beginning Balance	\$ 1,383.86
Transfers In	<u>0.00</u>
Subtotal	1,383.86
Less Expenditures	<u>00.00</u>
Balance	\$1,383.86

<u>To Whom</u>	<u>Reason</u>	<u>Amount</u>
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Carl Carlson, Principal

Brooke Byer/Connie
Hartman, Advisors

Putnam County Junior High School
 PCJH Staff Soda
 March, 2013
 Account #010-650

Beginning Balance	\$ 5,128.46.
Transfers In	<u>2,362.07</u>
Subtotal	7,490.53
Less Expenditures	<u>2,336.87</u>
Balance	5,153.66

<u>Check #</u>	<u>Date</u>	<u>To Whom</u>	<u>Reason</u>	<u>Amount</u>
1231	03/07	Pepsi	soda	\$ 903.95
1232	03/07	Great American Opp	8 th grade fund raiser	10.80
1233	03/11	Water Pros	Water	17.77
1234	03/19	Debbie Thompson	books	103.12
1235	03/25	Scholastic Book Fair	book fair	1,291.07
1236	03/27	Water Pros	Water	10.16

 Carl Carlson, Principal

 Sandra A. Troglio, Secretary

Putnam County Junior High School
 Student Council
 March, 2013
 Account #138-096

Beginning Balance	\$ 1685.08
Transfers In	<u>2340.00</u>
Subtotal	\$ 4025.08
Less Expenditures	<u>2939.23</u>
Balance	\$ 1085.85

<u>Check #</u>	<u>Date</u>	<u>To Whom</u>	<u>Reason</u>	<u>Amount</u>
891	3/7	iFocus2 Studios	12-13 PCJH Yearbooks	\$2850.00
892	3/12	Debbie Thompson	45 2liters soda-incentive	\$22.05
893	3/18	Walmart	incentive day candy	\$67.18

Carl Carlson, Principal

Amy Carboni, Sponsor

Putnam County Junior High School
 PCJH Activity Fund
 March, 2013

<u>Account name & #</u>	<u>Beginning Bal</u>	<u>Transfer In</u>	<u>Transfer Out</u>	<u>Ending Bal.</u>
PCJH Cheerleading 138-258	\$ 467.37	124.41	00.00	\$ 591.78
PCJH Girls Athletic 010-707	4,290.05	2,578.95	1,576.50	5,296.50
PCJH Puma Crew 010-561	1,383.86	00.00	00.00	1,383.86
Staff Soda 010-650	5,128.46	2,362.07	2,336.87	5,153.66
PCJH Student Council 138-096	1,685.08	2,340.00	2,939.23	1,085.85

 Carl Carlson, Principal

 Sandra A. Troglio, Secretary

PAM

**Putnam County High School
General Ledger Report
Financial Report**

From Date:	03/01/2013
To Date:	03/31/2013

From Acct:	100
To Account:	590

Acct.	Account Name	Beg. Bal.	Recpt/JV	Disb/JV	Transfer	End. Bal.	YTD	
							Payable	Work Bal.
000100	Office	\$5,377.79	\$298.00	(\$240.25)	\$0.00	\$5,435.54	\$0.00	\$5,435.54
000102	Office Adjustment	\$0.03	\$0.00	\$0.00	\$0.00	\$0.03	\$0.00	\$0.03
000105	Adult Education	\$37.48	\$0.00	\$0.00	\$0.00	\$37.48	\$0.00	\$37.48
000110	Condolence	\$16.14	\$0.00	\$0.00	\$0.00	\$16.14	\$0.00	\$16.14
000120	Baseball	\$580.10	\$2,875.00	(\$612.06)	\$0.00	\$2,843.04	\$0.00	\$2,843.04
000125	Girl's Softball	\$531.68	\$0.00	\$0.00	\$0.00	\$531.68	\$0.00	\$531.68
000130	PC Enterprises	\$318.06	\$0.00	\$0.00	\$0.00	\$318.06	\$0.00	\$318.06
000135	Golf	\$567.60	\$0.00	\$0.00	\$0.00	\$567.60	\$0.00	\$567.60
000140	Scholastic Bowl	\$213.63	\$0.00	\$0.00	\$0.00	\$213.63	\$0.00	\$213.63
000150	Interact Club	\$1,640.14	\$100.00	\$0.00	\$0.00	\$1,740.14	\$0.00	\$1,740.14
000155	Art	\$631.97	\$84.12	(\$550.70)	\$0.00	\$165.39	\$0.00	\$165.39
000200	Athletic	\$124.28	\$0.00	\$0.00	\$0.00	\$124.28	\$0.00	\$124.28
000210	Cable Club	\$1,707.17	\$0.00	\$0.00	\$0.00	\$1,707.17	\$0.00	\$1,707.17
000220	Track	\$144.45	\$1,675.00	(\$1,707.87)	\$0.00	\$111.58	\$0.00	\$111.58
000300	Journalism	\$1,673.05	\$0.00	\$0.00	\$0.00	\$1,673.05	\$0.00	\$1,673.05
000310	Oldies Club	\$106.17	\$0.00	\$0.00	\$0.00	\$106.17	\$0.00	\$106.17
000320	Girl's Basketball	\$1,336.01	\$0.00	\$0.00	\$0.00	\$1,336.01	\$0.00	\$1,336.01
000325	Boy's Basketball	\$3,792.44	\$1,637.00	(\$3,453.00)	\$0.00	\$1,976.44	\$0.00	\$1,976.44
000330	Student Council	\$3,557.58	\$344.00	\$0.00	\$0.00	\$3,901.58	\$0.00	\$3,901.58
000340	N.H.S.	\$1,753.19	\$740.00	(\$75.00)	\$0.00	\$2,418.19	\$0.00	\$2,418.19
000345	Scholarship	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
000350	Landscaping	\$171.88	\$2.44	\$0.00	\$0.00	\$174.32	\$0.00	\$174.32
000360	FFA	\$5,343.38	\$0.00	(\$3,376.18)	\$0.00	\$1,967.20	\$0.00	\$1,967.20
000365	Greenhouse Project	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00
000370	Cheerleading	\$2,548.17	\$0.00	(\$1,915.26)	\$0.00	\$632.91	\$0.00	\$632.91
000380	Panteras	\$341.44	\$0.00	(\$341.00)	\$0.00	\$0.44	\$0.00	\$0.44
000390	Media Club	\$1,014.45	\$0.00	\$0.00	\$0.00	\$1,014.45	\$0.00	\$1,014.45
000395	Computer Club	\$333.40	\$0.00	\$0.00	\$0.00	\$333.40	\$0.00	\$333.40
000400	Tournament Athletics	\$3,700.24	\$10,071.00	(\$10,377.48)	\$0.00	\$3,393.76	\$0.00	\$3,393.76
000410	Thespians	\$1,454.08	\$0.00	\$0.00	\$0.00	\$1,454.08	\$0.00	\$1,454.08
000420	Science Club	\$39.70	\$0.00	\$0.00	\$0.00	\$39.70	\$0.00	\$39.70
000425	Wrestling	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
000430	Music (Band)	\$16.75	\$0.00	\$0.00	\$0.00	\$16.75	\$0.00	\$16.75
000440	Music (Chorus)	\$297.29	\$339.00	(\$363.63)	\$0.00	\$272.66	\$0.00	\$272.66
000500	Class of 2015	\$2,064.06	\$0.00	\$0.00	\$0.00	\$2,064.06	\$0.00	\$2,064.06

**Putnam County High School
General Ledger Report
Financial Report**

From Date:	03/01/2013
To Date:	03/31/2013

From Acct:	100
To Account:	590

Acct.	Account Name	Beg. Bal.	Recpt/JV	Disb/JV	Transfer	End. Bal.	YTD Payable	Work Bal.
000510	Message Board	\$55.84	\$0.00	\$0.00	\$0.00	\$55.84	\$0.00	\$55.84
000520	Class of 2014	\$4,708.69	\$2,326.65	(\$1,645.47)	\$0.00	\$5,389.87	\$0.00	\$5,389.87
000530	Class of 2008	\$1,705.04	\$0.00	(\$732.98)	\$0.00	\$972.06	\$0.00	\$972.06
000540	Volleyball	\$1,436.42	\$0.00	\$0.00	\$0.00	\$1,436.42	\$0.00	\$1,436.42
000550	Class of 2009	\$445.18	\$0.00	\$0.00	\$0.00	\$445.18	\$0.00	\$445.18
000560	Class of 2010	(\$0.03)	\$0.00	\$0.00	\$0.00	(\$0.03)	\$0.00	(\$0.03)
000570	Class of 2012	\$990.43	\$0.00	\$0.00	\$0.00	\$990.43	\$0.00	\$990.43
000580	Class of 2011	\$1,987.60	\$0.00	\$0.00	\$0.00	\$1,987.60	\$0.00	\$1,987.60
000590	Class of 2013	\$4,358.19	\$0.00	\$0.00	\$0.00	\$4,358.19	\$0.00	\$4,358.19
Group Total		\$57,421.16	\$20,492.21	(\$25,390.88)	\$0.00	\$52,522.49	\$0.00	\$52,522.49
Activity Accounts Grand Total		\$57,421.16	\$20,492.21	(\$25,390.88)	\$0.00	\$52,522.49	\$0.00	\$52,522.49

I have reviewed the above ledger report and attached reports for the current month. I find them accurate and complete to the best of my knowledge.

Bookkeeper: _____ Date: __/__/__
 Principal: _____ Date: __/__/__

PUTNAM COUNTY HIGH SCHOOL

Imprest Fund

Bob Peterson, Principal

Balance February 28, 2013	\$2309.00
Replenishment Requested	\$2691.00
Maximum Balance	\$5000.00
March Expenditures	\$1808.11
Balance March 30, 2013	\$3191.89
Replenishment Requested	\$1808.11
Attain Maximum Balance	\$5000.00

EXPENDITURES

Paul Goetz	10-1501-125-2	basketball worker 2012-12	\$270.00
Kelly Goetz	10-1501-125-2	basketball worker 2012-13	\$540.00
Pitney Bowes	10-2410-341-1	Postage machine ink	\$187.17
Greater Peoria Baseb.	10-1501-640-2	Baseball membership	\$ 50.00
Normal U-High	10-1501-640-2	Boys/Girls Track meet	\$300.00
Amy Jessen	10-2410-410-2	Office Supplies	\$ 22.14
Rick Michael	10-1501-319-2	Varsity Baseball Umpire	\$100.00
Tim Feagan	10-1501-319-2	Varsity Baseball Umpire	\$100.00
U.S.Post Office	10-1113-412-2	postage and insurance	\$ 38.80
		Doll repairs	
John McCauley	10-1501-319-2	JV Baseball Umpire	\$ 50.00
Jim Knauf	10-1501-319-2	JV Baseball Umpire	\$ 50.00
Jeff Sonnenberg	10-1501-319-2	Varsity Baseball Umpire	\$ 50.00
John Coons	10-1501-319-2	Varsity Baseball Umpire	<u>\$ 50.00</u>
		Total	\$1808.11

SUPERINTENDENT IMPREST
January 2013

BANK BALANCE	1238.50
REPLENISHMENT REQUEST	<u>761.50</u>
BANK BALANCE	2000.00

2864	10-2310-640-6	IL State Police-Fingerprints	36.50
2865	10-1501-319-2	Joel Gerdovich-BB Official	55.00
2866	10-1501-319-2	Pat Griggs-BB Official	55.00
2867	10-1501-319-2	Joe Burgoni-BB Official	68.00
2868	10-1501-319-2	Bernie Moore-BB Official	68.00
2869	10-1501-319-2	Larry Laou-BB Official	68.00
2870	10-1501-319-2	Joe Stachowicz-BB Official	50.00
2871	10-1501-319-2	Garry Schroeder-BB Official	50.00
2872	10-2410-341-1	US Postal-Stamps	90.00
2873	10-1115-640-1	Princeton HS-Music & Band	161.00
2874	10-2110-640-1	IASSW-Tricia Both Dues	<u>60.00</u>

TOTAL	761.50
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Putnam County Comm. Unit School Dist. #535

Treasurers Report March 31, 2013

PAGE 1 OF 2	EDUCATION	O/M	TRANSPORT	IMRF	C/P	W/C	TORT	L/S	TOTALS
Cash/Invest. Begin Month	\$4,141,106.61	\$2,290,884.35	\$322,070.49	\$335,305.80	\$0.00	\$2,001,973.56	\$132,828.01	\$323,588.24	\$9,547,757.06
Receipts	\$283,623.71	\$545.93	\$102,765.87	\$70.52	\$0.00	\$374.67	\$441.32	\$138.20	\$387,960.22
Disbursements	\$565,141.88	\$52,247.87	\$62,827.99	\$23,232.25	\$0.00	\$0.00	\$15,239.65	\$0.00	\$718,689.64
Cash/Invest. End Month	\$3,859,588.44	\$2,239,182.41	\$362,008.37	\$312,144.07	\$0.00	\$2,002,348.23	\$118,029.68	\$323,726.44	\$9,217,027.64
CASH IN BANKS									
Granville National Bank	\$21,065.67	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,065.67
First State Bank	\$17,646.12	\$82,850.79	(\$79.78)	\$75,000.00	\$0.00	(\$13,983.08)	\$6,408.00	(\$120,000.00)	\$47,842.05
North Central Bank	\$10,367.18	\$35,934.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,301.84
Total Cash in Banks	\$49,078.97	\$118,785.45	(\$79.78)	\$75,000.00	\$0.00	(\$13,983.08)	\$6,408.00	(\$120,000.00)	\$115,209.56
MONEY MARKET ACCTS.									
Granville National Bank	\$503,744.16	\$58,795.48	\$8,343.44	\$0.00	\$0.00	\$0.00	\$5,270.19	\$0.00	\$576,153.27
Rate 0.25%									
First State Bank	\$976,457.23	\$304,735.01	\$212,438.98	\$139,250.97	\$0.00	\$88,886.96	\$78,721.56	\$268,336.17	\$2,068,826.88
Rate 0.40%									
North Central Bank	\$1,824,042.64	\$1,753,310.72	\$141,306.06	\$97,893.10	\$0.00	\$678,725.82	\$27,629.93	\$175,390.27	\$4,698,298.54
Rate 0.30%									
Eureka Savings	\$250,477.79								\$250,477.79
Rate 0.60%									
Peru Federal Savings	\$250,200.83								\$250,200.83
Rate 0.25%									
USBank	\$690.25								\$690.25
Total Money Market Accts.	\$3,805,612.90	\$2,116,841.21	\$362,088.48	\$237,144.07	\$0.00	\$767,612.78	\$111,621.68	\$443,726.44	\$7,844,647.56

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Putnam County Comm. Unit School Dist. #535

Treasurers Report March 31, 2013

PAGE 2 OF 2	EDUCATION	O/M	TRANSPORT	IMRF	C/P	W/C	TORT	L/S	TOTALS
C/D INVESTMENTS									
Granville National Bank									
									\$0.00
									\$0.00
									\$0.00
									\$0.00
									\$0.00
First State Bank									
29164 05/13/13 0.75%						\$709,647.59			\$709,647.59
30451 11/17/13 0.53%						\$206,166.52			\$206,166.52
31083 02/27/14 0.45%						\$332,904.42			\$332,904.42
									\$0.00
									\$0.00
North Central Bank									
									\$0.00
									\$0.00
									\$0.00
									\$0.00
									\$0.00
Auditor Adjustments									
Tree Fund		\$3,580.29							\$3,580.29
Assets	\$12,531.81								\$12,531.81
Adjustments	\$0.01								\$0.01
Liabilities	(\$7,635.25)	(\$24.54)	(\$0.33)						(\$7,660.12)
TOTAL CASH & INVESTMEN	\$3,859,588.44	\$2,239,182.41	\$362,008.37	\$312,144.07	\$0.00	\$2,002,348.23	\$118,029.68	\$323,726.44	\$9,217,027.64

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CERTIFIED CORRECT

Alex F. Rolando

03/31/13



Service Learning Handbook

Putnam County High School District #535 Service Learning Requirement Mission Statement

What is Service Learning?

Service Learning is service without pay to a non-profit organization or an individual or group in need of assistance. The service must be for the benefit of others outside the school community.

What is the Value of Service Learning?

Service Learning helps students:

- Acquire life skills
- Understand their responsibilities as citizens in the community
- Improve their self-esteem
- Take and accept new challenges
- Have the opportunity to integrate classroom learning into “real life” learning experiences

Service Learning provides students with:

- Opportunities to assume responsibilities
- Opportunities for higher level thinking skills
- The positive experience of helping others
- Chances to explore new roles
- Experiences to enrich their learning
- Opportunities for career exploration

Program Overview

A total of twenty-four (24) hours of service learning is a graduation requirement for all Putnam County High District #535 students. A student may earn service hours in two ways:

- Community based service learning shall be performed outside the school day, shall not benefit the school, and shall not earn the student any academic credit.
- A written research project is an alternative for completing the service learning requirement.

Completion:

The deadline for completion of all work related to the service learning requirement is the middle of the second semester of a student's senior year. This date will vary from year to year. The principal will communicate this date to all seniors.

Students earning one hundred (100) hours by the middle of their second semester of their senior year will be recognized at graduation.

Guidelines and Approved Projects:

1. It must contribute to the completion of a task that will benefit the community, needy individuals, and/or groups in the community.
2. It must provide the students with a worthwhile learning experience.
3. It must not involve direct solicitation of funds for non-profit agencies or generate profits for any private company. Furthermore, students may not handle monetary transactions or collect pledges.
4. It must not cause a reduction in the number of employees at a site.
5. It must not place students in a situation that would pose a risk to their health or safety.
6. It must not place students in a situation that would be inappropriate for their age, background, or level of maturity.
7. It must not be for any political party, lobbying or special interest group, or family member.
8. Any neighbor-in-need community based service learning project must be channeled through an approved community service site.
9. Although service learning through religious affiliated organizations is permitted, the service rendered shall not be religious in nature.

- Participation in forms of worship or religious instruction shall not be counted towards the fulfillment of the service learning requirement.
10. All community service must be approved by the principal.
 11. A volunteer form must be turned in upon completion of the service.
 12. All community service is subject to verification by the school principal.
 13. It is the school principal's final decision to accept or not accept community service hours.
 14. The principal will keep a running total of service hours for each student.

Student Integrity

Students are expected to approach service learning with the same integrity as they do their other academic endeavors. Students shall not receive remuneration or credit in any other organization, including court ordered community service hours, for those projects which are approved and then completed for the service learning graduation requirement.

Freshman

Students may not begin hours toward their District #535 service learning graduation requirements until the first day of freshman year. All students will be in-serviced during their freshman orientation regarding the 24 hour service learning graduation requirement.

Parents

Parents of all freshman will be invited to a program where the District 535 service learning graduation requirement, including the handbook, forms, and procedures will be explained. Students should attend with their parents. If there are any questions call the principal and set-up an appointment.

Transportation

Transportation to and from a service site will be the responsibility of the student. Some group projects may allow for district bus/van transportation with the approval of the principal.

Transfer Students

Transfer students and their parents will receive the Service Learning Handbook at registration and will meet with the principal as part of their orientation. Transfer students shall get credit for any prior documented service, provided it meets the criteria of the District 535 program. All transfer students must meet the District 535 requirement of twenty-four 24 hours of service learning. The following are required service hours pertaining to their registration:

Freshman	1 st Semester	24 hours
Freshman	2 nd Semester	21 hours
Sophomore	1 st Semester	18 hours
Sophomore	2 nd Semester	15 hours
Junior	1 st Semester	12 hours
Junior	2 nd Semester	9 hours
Senior	1 st Semester	6 hours
Senior	2 nd Semester	3 hours

Exempt Students

Some students with developmental disabilities maybe exempt from this requirement. These cases will be discussed individually with the Special Needs Coordinator and the principal.

Students attending out of district special education/alternative schools will be exempt from the requirement. However, if the student returns to District 535, he/she will follow the transfer student requirements.

Steps for Completing the Community Based Service Learning Requirement

1. Students select a site to do their service learning hours.
2. The student will contact the site supervisor to arrange for signing the agreement as well as establishing times and dates of actual service.
The site supervisor cannot be a relative of the student.
3. Before the activity, the student must pick up a copy of the approved agreement from the principal.
4. The student will complete the service hours as outlined in the agreement.
5. The site supervisor will verify service hours by completing the verification portion of the agreement, and the student will return the form to the principal. The official verification is required before the student receives credit. Twenty-four is the total hours required on file.

Discipline

Students are expected to maintain the high level of behavior that is expected of all District 535 students. Students come under the jurisdiction of all District 535 discipline policies. Service learning is a school sponsored program, and all school rules apply.

A student who fails to meet obligations, including absences and tardiness, or who fails to perform in an acceptable manner, may be removed from the service learning experience. Dismissal from a service learning site for inappropriate behavior may warrant a referral to the administration. In the event of dismissal, the service site and/or principal may elect to withhold hours. Students with continual behavior problems at service sites may have to meet the requirement through the alternate written research project.

Falsifying Documents

Falsifying service learning documents will result in an administrative referral and appropriate discipline as per District 535 regulations. The student may lose hours previously earned at that site and disciplinary intervention may be applied.

Liability

The service site shall be responsible for maintaining an insurance or self-insurance program (or its equivalent). All students must have an insurance waiver or insurance verification on file.

Student Supervision and Safety

Student safety and supervision is of utmost importance. The following guidelines have been established to provide students with a safe and proper environment for their service learning experience.

1. It is required that the site provides adult supervision and guidance for the student at all times.
2. Students should be clear as to their responsibilities and to whom at the site they are to report.
3. Students may not participate in any activity involving the use of dangerous or potentially dangerous tools and/or equipment. Hazardous areas are dangerous and unsuitable for student learners.
4. Under no circumstances will students perform their service learning in an area that involves dangerous activities.

5. Students will be assigned responsibilities and activities consistent with their age, experience, and maturity level.
6. Students may not operate a motor vehicle while performing service learning. The site will not assign and/or allow students to drive while engaged in the service learning experience.
7. Students may not transport individuals in a motor vehicle as part of their service learning experience.
8. Students will not be expected to participate in service learning activities at either unreasonably early or late hours of the day or evening.
9. Students engaged in clinical, medical, hospital, or related settings will not attend to any duties resulting in exposure to fluids, excretions, or contamination known to be harmful, contagious, or injurious.
10. The site may not allow students to participate in service learning without the expressed consent of both the parent/guardian and the Service Learning Coordinator.
11. In case of injury or illness, the site will notify the parent/guardian as per the medical release information on the Service Learning Agreement.

Medical Release Information

Each parent must complete the Emergency Medical Release Information on the bottom of the Service Learning Agreement. (See form, back inside cover) In case of an emergency, the parent or their designee must be contacted. If the parent or designee cannot be reached, the Medical Release information allows for the transportation and treatment of the student.

Alternate Written Research Project

In keeping with the Service Learning Mission Statement, the research option to fulfill the Service Learning graduation requirement allows the student to:

- Select an issue relevant to the community.
- Gather information on the issue through interviews and background research.
- Reach a conclusion.
- Present the project both as a written report and a visual/audio presentation to a committee of high school faculty members.

- Write the findings in a report that could be presented to an official involved with the issue.
- Specific details of project requirements will be made available to interested students.

Because each step must be approved by the principal, students should allow adequate time to complete this project. When selecting the alternate written research project, the student should meet with the principal to receive additional information about the parameters of this assignment.

Putnam County High School Service Learning Agreement

Students Name _____ Phone _____
Site Project Name _____ Phone _____
Site Address _____
Contact Person _____ Phone _____
Date _____ Service Hours _____

I, the above student have elected to participate in service learning at the above site. I agree to abide by the regulations/policies of the site and Putnam County HS and to perform to the best of my abilities the tasks specified in this agreement. **I agree** to call the site in advance if I am detained or have to be absent for any reason. Failure to do so may result in removal from this site.

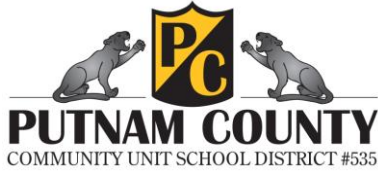
Student Signature Date

We, the site agree to accept the service of the student as specified in this agreement. We agree to provide meaningful tasks for this student. In exchange for services rendered, this agency will train, supervise, and evaluate the student. We agree to not ask/expect students to participate in activities that would be considered unsafe for the age and experience of the student. This is to acknowledge that we (circle one) **do do not** provide comprehensive general liability insurance protecting the student when he/she is involved in the Service Learning Project.

Site Contact Signature Date

I, the parent or legal guardian of the above student, approve his/her participation at this site and agree to lend support and encouragement to my child in the service learning he/she will render to the site we have chosen. I accept responsibility for my child's transportation to and from the site.

Parent/Guardian Signature Date



Putnam County Elementary School

*Michael S. Olson, Principal 326 S. 5th St. Phone Number 1-815-882-2800 opt 2
olsonm@putnam.k12.il.us Hennepin, IL 61327 Fax Number 1-815-925-7435*

“Where all students will learn and succeed and all means ALL”

Putnam County Elementary School

April Board Report

April 22, 2013

This time of year is both very busy and exciting. It is exciting to see how much the students have grown and progressed through their education this year. It is busy as we plan for the end of this year and start the process of planning for next year. We are also celebrating the successes of our students for their academic, extra curricular, and character achievements.

- **Student Achievement/Activities**

- TAR WARS- the contest is sponsored by the Bureau/Putnam County Health Departments and has a contest in which all 4th & 5th Graders can draw a poster encouraging people to be tobacco free. The winner was 5th Grader **Hannah Henderson**. Her poster will be a billboard in Putnam County. I will share her poster with you in May- currently at the printer to be placed on the billboard.
- There will be TARWARS ceremony for Hannah and the 20 honorable mention winner on Monday May 6th at PCHS from 6:30-7:30.
- On April 22nd our 5th Graders are going to attend the Water Conservation Conference at the Peoria Civic Center in which they will learn how science is helping to conserve our natural resources. This is a free program with transportation also reimbursed by the Marshall-Putnam Soil & Water Conservation District.
- Our students have participated in a Picture Person Program. This program is a free program that brings an artist for the students to participate in an art project.
- Our 4th Graders are participating in a Lifeskills Program by the Bureau/Putnam County Health Department in which they participate in activities designed to teach them good decision making and healthy lifestyle tips.
- This month our 4th Graders are also working on a project of the History of Putnam County.
- Our 3rd Graders had a presentation by Cajun Ron- owner of the Cajun Connection Restaurant. He explained to the students the history and lifestyle of the South and Southeast parts of America. He then cooked some gator and gave each student a sample of it.

- North Central Bank is coming to our 5th Grade classes every Tuesday for 6 weeks to present lessons on Economics, money and budgeting to our students.
- Former PC grad Carlton Fay came at read stories to our 3rd and 4th Graders and told them the importance of reading and working hard in school.
- After school Homework Help Program
 - We are averaging 25 5th Graders on Mondays and Wednesdays as part of our Afterschool Homework Help Program.
- **Upcoming Events**
 - On April is our final CHARACTER COUNTS Assembly. We will draw winners for a bicycle for a boy and girl and present all our CC winners. We also have a special guest-Mr. ForKids- a magician and entertainer who tells positive messages for kids.
 - On April 30th Brian “Fox” Ellis will present his program of Stories from Around the World, telling with stories from around the world.
 - On May 3rd the FAA will have their annual Animal Fair at PCES.
 - On May 7th is the Spring Fling Concert at PCHS
 - On May 22nd in Outdoor Education for our 5th Grade.
- **Staffing**
 - I am examining the placements of teachers for next year. My goal is to ensure the best teacher in the best position for students. With the retirement announcement of Terry Warren, I am looking at filling his spot, which will be hard to replace, with the best addition I can find.
- **Planning for 2013-2014 School Year**
 - Curriculum- We are spending planning time and faculty meeting times to ensure that we are prepared for next year’s transition to the Common Core Standards. All our materials we purchase for next year will be focused on student achievement and help us align our curriculum to the standards. Our recommendations will then go through the EPIC process for approval.
 - I am in the process of reviewing and updating the Elementary Handbook. I have met with a committee comprised of myself, Brenda Schmidt, Adriane Shore, Mary Henderson, and 4 parents. I will have my recommended changes from our meetings ready in May.
 - I am examining the schedule for both teachers and students for next year. My goal is to utilize the time during the day in the most efficient way for our students. One addition to the schedule I would like to have is to have common plan time for each grade level, and a more efficient Rti period.
 - I am working with Becky Boudreau to establish Reading Club for next year that will encourage and support reading for families and have meetings for families to come to school and discuss reading.
 - Summer Reading Incentive Program
 - I am working on the creation of a summer reading incentive program to encourage reading over the summer.

- **Spring Benchmarking**
 - We will be conducting our Spring Benchmarking with our AIMSWEB in the next two weeks and I will have those scores to report in May.

- **Summer School**
 - With my Summer School Proposal, I am excited about the commitment and support for PC kids. That program will allow a number of students to have the opportunity to acquire skills, work on deficiencies, and have a smooth transition to the start of the school year.

- **Technology**
 - Debbie Ward is piloting the use of 6 iPads in the classroom. She is using them as an instructional tool for her students that are hands-on and engaging. The goal of the pilot is to ensure they are a part of the educational process of each student. This is one step in the larger goal of using different technology tools in a pilot program and examine what are the best ways of incorporating the technology throughout the district.

- **Evaluations**
 - I have all my evaluations completed and the focus of each one was to create dialogue between myself and each teacher to identify strengths and weaknesses of each teacher, instructional strategies, and , curriculum to encourage improvements to ensure the students are receiving the best possible education they can receive at PCES.

- **Transitions for Next Year**
 - I have been working with Carl and the 6th Grade Teachers to plan 3 days in which the 5th Graders will spend a day shadowing a 6th Grader to help create a smooth transition. The dates are May 7th , 9th , and 10th .
 - I am also coordinating a visit for our 2nd Graders to PCES so they can shadow our students and create a smooth transition.
 - With both visits, it is also a tremendous opportunity for the current teachers to talk with their future teachers about the needs of the students.
 - I have also had our Special Education teachers visit and observe the students at the Primary Building to see their individual needs and start the planning process for their curriculum.

- **Professional Development**
 - The Professional Development time during the 2:00 dismissal for April was focused on the transition to the Common Core Standards in Math and Language Arts for next school year and to start the process of aligning the curriculum to the Next Generation Science Standards.
 - The May 2:00 dismissal Professional Development time will be spent of working on transitions for next year. 2nd & 3rd Grade teachers will continue their planning session and 5th Grade will meet with 6th Grade teachers and the 3rd Grade and 4th Grade teachers will meet.
 - I have also planned Professional Development/Curriculum Development Days with EPIC over the summer to continue the curriculum development with the Common Core Standards.

- I am also looking at and end of the year survey for all Putnam County teachers to see what the needs might be for the Putnam County staff development by Putnam County Teachers.
- **Atmosphere**
 - The atmosphere here at PCES is good for this time of year with all the events going on. While it is a very busy time of year, the staff and students are still focused on teaching and learning. We are celebrating the successes of our teachers, students, and most important the academic and character successes of our school!

April Principal's Report From the Desk of Mrs. Cross

- **Early Dismissal Time:** During our April early dismissal teachers were divided into three different committees to work on existing documents or activities for next year. The paraprofessionals received training from Mrs. Main on playground first-aid and procedures for safety.
- **Hop Into Spring Program:** On March 28th our Pre-K students and their parents or loved ones came to the school to celebrate the arrival of Spring. Students were read a book, hunted for Easter eggs, sang songs and had very colorful snacks.
- **Handbook Committee:** On March 26th the Primary Handbook Committee took form and began the revisions for the new school year. Members on the committee are: Mrs. Cross, Mrs. Alleman, Mrs. Ladage, Mrs. Main, Mrs. Sobkowiak, Mrs. Shore, Mrs. Migliorini and Mrs. Sandberg (Parent).
- **Report Card Committee:** As we continue our development of the curriculum, pacing and resources for the implementation of the Common Core Standards we recognize the need to update the report card to reflect the new standards and how we are to measure student growth. The committee has met twice and consists of the following members: Mrs. Cross, Mrs. Taylor, Mrs. Kuehn, Mrs. Vacca, Mrs. Zellmer, Ms. Evans and Mrs. Downey.
- **Activity Planning Committee:** The final, new committee that we have developed at the Primary building is the Activity Committee. The purpose of this committee is to establish a calendar for the 2013-2014 school year's activities. The activities will include holiday celebrations, special events, assemblies, evening events, etc. Teachers serving on this committee are: Mrs. Cross, Mrs. Berger, Mrs. Bush, Mrs. Holmbeck, Mrs. Eckwall, Mrs. Baele and Mrs. Taylor.
- **Ag Safety Day:** Mr. Heiser from the High School has made several contacts with the Primary School this year. We have had the farm animals and the Ag literacy and now we have had the Ag Safety Day. He and Mrs. Read from the U of I Extension office worked with students in the 2nd grade to prepare for summer and to be safe about what they come in contact with. Students had a fantastic time and we thank him for taking the extra time and effort to bring these great programs to our students at the elementary level.
- **Primary Summer School:** Please see the attached report for this information.

Principal's Report
Prepared by Carl Carlson
Putnam County Junior High
April 19, 2013

Scholastic Bowl and Track

The junior high students have gotten their spring seasons underway. The Scholastic Bowl team looks to compete in the Little Tri-County Conference meet on Saturday, April 20 at Gridley starting at 9:00 AM. Their IESA Regional is scheduled for Wednesday, April 24th in Flanagan starting at 4:00. Good luck to Coach Ibarra and the Team. The track season has battled terrible weather conditions since practices started. To date, we have not run a single meet with all five scheduled being cancelled due to weather. On a positive note, Putnam County Junior High will be hosting the LTC Conference meet on Tuesday, April 22nd at PCHS and also the IESA Sectional on Saturday, May 4th at 9:00 AM. We have been working very hard to host more meets at home to showcase our great facility. Hosting home track meets is only successful due to the large number of volunteers that help work the meet to make it run smoothly. I want to thank all of those people for all of their help. Also, I would like to wish the track team and coaches the best of luck the rest of the season. I can only hope that Mother Nature gives everyone a break soon.

School Improvement Plans at JH

It is hard to believe that it is that time of year already. Over the next few weeks, our staff will be using our TEAM time to work on the planning stages for next year. We are finishing up our handbook review, the students will be submitting their choices for VIP's next year, our 6th grade students will be completing their assessment and data collection to determine eligibility for pre-algebra, and work has been initiated to look at the master schedule. Also, we will be having the current 5th grade coming over to shadow the 6th grade. The classes will come over the week of May 6th. This has been a great addition to the orientation process that helps reduce some of the tensions associated with moving to a new building.

Time will be spent discussing and learning best practices in teaching and learning, curricular issues, grading policies, disciplinary expectations, and any other concerns. The goal is to continue moving our building in a positive direction while developing and maintaining consistency with the best interest of students being the priority.

Overall Atmosphere

The students and staff have been working very hard all year and came back from break ready for the stretch run. It is hard to believe we will only have about five weeks left. Even though ISAT time has come and gone, this time of year is always very busy and exciting as everyone starts to look toward next year. On a personal note, I hope Mother Nature gives a little break here soon. I know farmers are eager to get going, students would like to get outside and play the scheduled events, and I would like for my almost finished basement to dry out. The good news procrastinating paid off because we could not decide on flooring options so nothing was done yet. Good thing!!

**Transportation Update
April 18, 2013**

- **March 21** **A report from a Mark citizen was sent to me regarding a bus that was speeding in a 35 mph zone. (This was witnessed on 3/18 and 3/20 with the report e-mailed to me on 3/21.) These incidents were witnessed on West Hennepin Street in Mark. I contacted Jessica Balma from Illinois Central to address the situation immediately.**

- **April 9** **A mom called to report that her daughter had been bothered by the new bus monitor. He apparently had been teasing her daughter about “biting her nose.” While this was very inappropriate, I assured the mother that the monitor most likely was teasing her daughter with no intent to do any harm. I also said that I would call the bus company immediately to inform that this needed to stop, or the monitor would need to be terminated. The message was given to Illinois Central.**

- **April 11** **The mother from the incident on April 9 called again to notify me that she had additional concerns, as she had noticed the monitor walking to the back of the bus after her daughter had boarded the bus. I immediately called Jess, and I also talked with Bobbie about the concerns. Bobbie let me know that the mom had been friends with the driver who was no longer driving that bus. She believed that there might be a connection with the complaints and the change in personnel on the bus. However, the situation was corrected by Illinois Central, and I have not received any additional complaints.**

- **April 15** **Mrs. Cross received a complaint about an Illinois Central bus speeding on Route 71. Ronda called the bus company, and they were able to provide the exact speed of the bus and the times corresponding to the speeding incidents. The bus driver was to be written up for the speeding.**

**Investment Report
April, 2013**

On 5/13/13, the next CD will be due. It is invested at First State Bank, and it is worth \$709,657.59. We will begin that bidding process for this CD in early May, and the bid should be awarded by the May Board of Education Meeting.

On 11/17/13, there will be another CD coming due. It is at First State Bank, and the amount is \$206,166.52.

**State Funding Update
April, 2013**

E.C.E. (Early Childhood Education)	\$91,960
Transportation	\$84,281
Drivers' Education	\$2,786
Special Education	\$96,566
<hr/>	
Total	\$275,593

Subject: Fw: [BULK] Bid Opening

From: Jay McCracken (jaymccracken@putnam.k12.il.us)

To: ellenap@putnam.k12.il.us;

Date: Friday, April 19, 2013 11:05 AM

----- Original Message ----- From: "Jim Peters" <jim@zukowskilaw.com>
To: "Jay McCracken" <jaymccracken@putnam.k12.il.us>; "Randall Otto" <ottor@Depueschools.org>; "Michelle Zeko" <laddccsd94.mzeko@gmail.com>
Sent: Thursday, April 18, 2013 3:42 PM
Subject: [BULK] Bid Opening

- > Hi Folks,
- >
- > Just a reminder that the bus bid opening will be conducted tomorrow at our
- > office at 2:00pm. We'll need at least one employee or Board Member from
- > each District present. If you are coming, that will meet the requirement.
- >
- > There are different ways to handle bid openings. Typically I'll do the
- > actual opening, with you present, and simply read the bottom-line totals of
- > the price sheets of the bidders. We then thank the bidders, tell them that
- > we'll be analyzing the bids, and wrap up the meeting.
- >
- > If the bids aren't close, and we can do a good due-diligence review of the
- > bids to verify that the (not-close) low bidder appears to have satisfied the
- > bidding requirements, I'll endeavor to email you the tentative results of
- > our review before the close of business tomorrow. If, in that "not-close"
- > case, there may be material deficiencies with the low bidder's bid, we'll
- > let you know that we're mulling that issue over and will be back in touch
- > with you on Monday.
- >
- > If the bids are close enough such that we think that the more subjective
- > considerations we incorporated into the bid specs might be pivotal, then
- > we'll let you know that before the close of business Friday. In that case
- > we'll carry our analysis over through the weekend and do our level-best to
- > get you useful feedback by Monday. In such a "close bid" scenario, we'll
- > need to be in close, back-and-forth communication with you, as your judgment
- > (and perhaps the judgment of your Board Members/Transportation Committees)
- > as to the weighting of the subjective factors will be critical.
- >
- > Finally, I note that bidders often ask for copies of the pricing sheets
- > submitted by their competitors while at the bid opening. It's entirely up
- > to you as to whether you're comfortable releasing that information at the
- > bid opening. Pursuant to the Open Meetings Act, such information can be
- > held until the District evaluates the information and makes its decision.
- > However, many administrators have no problem simply allowing the bus company
- > reps to have a copy of all of the pricing sheets. If you do not want me to

> allow the bidders to have copies of the sheets tomorrow, just let me know.
>
> I'll look forward to seeing you tomorrow.
>
> Jim
>

No virus found in this incoming message.
Checked by AVG - www.avg.com
Version: 8.5.455 / Virus Database: 271.1.1/5752 - Release Date: 04/17/13 18:37:00

Please distribute to Board members and appropriate staff

ISSUE 81, March 2013

Update Memo

PRESS

Policy Reference Education Subscription Service

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Instructions

You are encouraged to share this **PRESS** Update Memo with all board members and appropriate staff. It may be viewed and downloaded from **PRESS Online**: iasb.com/policy/login.cfm. Subscribers are mailed the current password with each **PRESS** issue.

Two other important components of **PRESS** may be viewed and downloaded from **PRESS Online** – the committee worksheets and the updated Policy Reference Manual pages. The committee worksheets show suggested changes to **PRESS** material (including administrative procedures and exhibits) by striking-out deleted words and underscoring new words. The updated Policy Reference Manual pages contain all of the material in this **PRESS** issue; you can use them to update your district manuals.

Be sure to view the update videos in which the **PRESS editors highlight this Issue – they are available at **PRESS Online**.**

This publication is designed to provide information only and is not a substitute for legal advice from the school board's legal counsel. If you have any questions, please contact Melinda Selbee, IASB General Counsel and **PRESS** Editor, 630/629-3776, ext. 1231, or Kimberly Small, Assistant General Counsel and Assistant **PRESS** Editor, 630/629-3776, ext. 1226.

Please note: Unless otherwise stated, all public acts are currently effective.

Bring Your Own Technology Materials

Technology is the pen and paper of our time. Mobile devices are now in the hands of most students, and they are the window through which most of them experience their world. Yet students are still analog during school hours. Some school leaders around the country are trying to change that. They are beginning to use the abundance of technology available to everyone's instructional-advantage by incorporating student-owned mobile devices in the curriculum. This is generally called a "bring your own technology (BYOT) program" or sometimes "bring your own device (BYOD)." The reality that technology is almost an appendage to most students and educators underscores the major reason fueling demand from our **PRESS** subscribers for a "BYOT policy."

Before adopting a BYOT policy and implementing a BYOT program, school officials should consider how a BYOT policy and program fits into the district's mission statement for instruction. Many experts in the technology field agree that implementation of these programs requires time and careful planning (see *5 Ways to Prepare Your School for Bring Your Own Device*, by Tanya Roscorla; Center for Digital Education, available at: www.centerdigitaled.com/news/5-Ways-to-Prepare-Schools-for-Bring-Your-Own-Device.html). A BYOT policy's purpose will be different for each board and its community, because each community has different philosophies and needs. Our **PRESS** policy adds mobile devices to the curriculum only as another available instructional tool, and it stresses the importance of focusing on responsible use and conduct. It incorporates already-existing policies and procedures into the program, and all other policies, rules and conduct for students and staff that apply to mobile device use during non-instructional time remain unchanged.

► **6:220, Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct.** NEW. The policy is optional. This policy lists the major components for the program and incorporates existing policies. The footnotes contain options and explain that BYOT programs are unprecedented areas of the law. Issues addressed in the footnotes include, but are not limited to: (1) the Children’s Internet Protection Act (CIPA), (2) protection of the district’s electronic network from viruses, malware and other harmful programs, (3) searches of student and staff-owned devices, (4) discipline of students and staff for violating the policy, (5) digital equity for students, and (6) collective bargaining. This policy and its implementation may trigger several legal responsibilities under these and other issues - consult the board attorney before adoption or implementation.

► **6:220-E1, Exhibit - Authorization to Participate in Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct Agreement.** NEW. The exhibit is a form that explains the BYOT program and its purpose to parents/guardians and students. It asks parents/guardians and students to authorize participation in the program and agree to responsible use of BYOT devices.

► **6:220-E2, Bring Your Own Technology (BYOT) Program Student Guidelines.** NEW. The exhibit informs parents/guardians and students about BYOT guidelines. It may be an addition to the student handbook, and it should be modified to reflect a district’s and any building-specific guidelines.

► **7:190-AP5, Student Handbook - Electronic Devices.** The procedure is updated throughout to align with the BYOT materials and clarify that its rules remain unchanged when students use mobile devices for a purpose other than a study aid. It contains the following statement:

The use of technology as educational material in a curriculum-based program is not a necessity but a privilege, and a student does not have an absolute right to use his or her electronic device while at school. Using technology as a study aid must always follow the established rules for the BYOT program. Using technology at all other times must always follow the established rules for cell phones and other electronic devices at school.

School Board

► **2:250-AP2, Administrative Procedure - Protocols for Record Preservation and Development of Retention Schedules.** This procedure contains an *actor-action* table for record preservation and retention. The first section contains overarching rules applicable to all staff mem-

bers and school board members. A new requirement is added to this section as follows:

Whenever disposing of materials containing personal information, render the personal information unreadable, unusable, and undecipherable. The Personal Information Protection Act (815 ILCS 530/) contains mandates for disposing of materials containing personal information (defined as an individual’s name combined with social security number, driver’s license number or State identification card number, or financial account information, including without limitation, credit or debit card numbers). The Attorney General is authorized to impose a fine for noncompliance. 815 ILCS 530/40.

Operational Services

► **4:15, Identity Protection.** This policy implements the Identity Protection Act. All boards must have a policy on this topic. The edits to the policy, however, are a result of the Personal Information Protection Act, 815 ILCS 530/.

The Personal Information Protection Act directs its mandates to government agencies and local government. Attorneys disagree whether it applies to school districts. We included compliance measures in the sample **PRESS** policy because: (1) they are consistent with public policy, and (2) if the Act applies to school districts, so will its section allowing the Attorney General to fine any person up to \$100 for each violation of the disposal requirements for materials containing personal information (815 ILCS 530/40). The following components are added to the policy’s list of identity protection measures:

5. Notification to an individual whenever his or her personal information was acquired by an unauthorized person; *personal information* is an individual’s name in combination with his or her social security number, driver’s license number or State identification card number, or financial account information.
6. Disposal of materials containing personal information in a manner that renders the personal information unreadable, unusable, and undecipherable; *personal information* has the meaning stated in #5, above.

We did not include the Personal Information Protection Act in the Legal References to retain the argument that it does not apply to school districts.

The following disclaimer is also added:

This policy shall not be interpreted as a guarantee of the confidentiality of social security numbers and/or other personal information. The District will use best efforts to comply with this policy, but this policy should not be construed to convey any rights to protection of information not otherwise afforded by law.

The usefulness of the disclaimer is untested and unproven.

► **4:110-AP2, Administrative Procedure - Bus Driver Communication Devices; Pre-Trip and Post-Trip Inspection; Bus Driving Comments.** This procedure is updated to reference the Ill. Dept. of Transportation's pre-trip inspection rule and School Bus Driver Pre-Trip Inspection Form (92 Ill.Admin.Code §§458.1030 & 458.Illustration A, School Bus Driver's Pre-Trip Inspection Form).

► **4:140, Waiver of Student Fees.** The policy is unchanged. A footnote describes the statutory options for charging driver education fees, i.e., districts may charge up to \$50 or charge up to \$250 if they comply with 105 ILCS 5/27-24.2. The Legal References and Cross References are updated.

Criminal history records checks pursuant to 105 ILCS 5/10-21.9, i.e., background checks or background investigations

ISBE issued non-regulatory guidance for districts about logistical issues that districts face when performing background checks. Specifically, contractors and higher educational institutions are not authorized under any State or federal law to conduct background checks or see the results of them, yet the School Code requires them to do it. The unanswered legal logistics of performing background checks on student teachers, contractors' employees, volunteers, and staff are discussed in the guidance, along with a list of vendors who perform background checks on LiveScan equipment. It is titled *Criminal History Records Information (CHRI) Checks for Certified and Non-certified School Personnel*, and it is available at: www.isbe.net/pdf/guidance_chr.pdf. We refer to it as *ISBE's non-regulatory guidance document* in the remainder of this *PRESS Update Memo*. Several pieces of material in this issue were amended in response to the best practices discussed within the document.

► **4:170, Safety.** The policy is updated in the text, footnotes and Legal References in response to ISBE's non-regulatory guidance document. The policy text is updated as follows:

All contracts with the School District that may involve an employee or agent of the contractor having any contact, direct or indirect, with a student, shall contain the following:

The contractor shall not send to any school building or school property any employee or agent who would be prohibited from being employed by the District due to a conviction of a crime listed in 105

ILCS 5/10-21.9, amended by P.A.s 97-248 and 97-607, or who is listed in the ~~Statewide~~ Illinois Sex Offender Registry or the ~~Statewide~~ Illinois Murderer and Violent Offender Against Youth Registry ~~Database~~. The contractor shall ~~obtain~~ make every employee who will be sent to any school building or school property available to the District for the purpose of submitting to a fingerprint-based criminal history records check pursuant to 105 ILCS 5/10-21.9. The check shall occur before sending any employee or agent ~~is sent~~ to any school building or school property. The contractor will reimburse the District for the costs of the checks. The District must also provide a copy of the report to the individual employee, but is not authorized to release it to the contractor. Additionally, at least quarterly, the contractor shall check if an employee or agent is listed on the ~~Statewide~~ Illinois Sex Offender Registry or the ~~Statewide~~ Illinois Murderer and Violent Offender Against Youth Registry ~~Database~~.

If another school district requests a copy of a criminal history records check that the District conducted on any contractor's employee within the last year, the District will provide it. Requestors of this information may include another school, school district, community college district, or private school.

Updated footnotes explain that:

1. For both legal and practical reasons, ISBE's non-regulatory guidance document places the responsibility on a district to perform background checks on contractors' employees.
2. To eliminate any uncertainty about the safety of students, the sample policy is more comprehensive than State law by requiring background checks for a contractor's employee who may have contact, *direct or indirect*, with a student in any school building or on school property. State law only requires background checks for contractors' employees who have *direct, daily contact* with students; an option to use this language is provided.

Legal References are updated to cite State and federal background check laws.

► **4:170-AP2, Administrative Procedure - Criminal Offender Notification Laws.** The following updates to the procedure reflect ISBE's non-regulatory guidance document:

1. The subhead, **Contractors' Employees**, includes the changes discussed above in 4:170, *Safety*. Further clarification explains that P.A. 97-248 allows a school district to rely on the background checks of contractors' employees that are done by another district if the checks are less than one year old.
2. A renamed subhead, ~~Other Students Doing Field or~~

Clinical Experience other than Student Teaching, clarifies that the “field experience” discussed in the School Code that is associated with student teaching is different than “field or clinical experience other than student teaching.” Subhead text explains that a building principal may (a) screen these higher education students as outlined in the procedure for volunteers, and/or (b) require the same fingerprint-based background check that the School Code requires of student teachers. It then refers to the **Student Teacher** subhead for the process to obtain the same background check as a student teacher. It also places the cost of the background check on the student seeking the experience.

3. The subhead **Student Teacher** was aligned with the edits discussed below in policy 5:260, *Student Teachers*.
4. A discussion of the laws governing background checks is updated to clarify the exact components of a *complete criminal history records check* pursuant to the School Code (105 ILCS 5/10-21.9, amended by P.A. 97-607).
5. The Administrative Procedure Cross References are updated.

- ▶ **4:170-AP6, Administrative Procedure - Plan for Responding to a Medical Emergency at a Physical Fitness Facility with an AED.** The procedure is updated to reference the most recent amendment to the Physical Fitness Facility Medical Emergency Preparedness Code (Code) at 77 Ill.Admin.Code §527.600. The following sentence is added: “Persons using the facility must be notified if an operable AED is not on the premises.” Other out-of-date explanations that the Code now covers were deleted.

Personnel

- ▶ **5:30-AP2, Administrative Procedure - Investigations.** The procedure is updated in response to ISBE’s non-reg-

ulatory guidance document. The subhead **Criminal History Records Check** lists the components of a *complete criminal history records check* pursuant to the School Code (105 ILCS 5/10-21.9, amended by P.A. 97-607). The list of each individual’s responsibilities pertaining to background checks was updated to reflect numerous legal and practical clarifications.

- ▶ **5:50, Drug- and Alcohol-Free Workplace; Tobacco Prohibition.** This paragraph is added to a new section on **Tobacco Prohibition**:

All employees are covered by the conduct prohibitions contained in policy 8:30, *Visitors to and Conduct on School Property*. The prohibition on the use of tobacco products applies both (1) when an employee is on school property, and (2) while an employee is performing work for the District at a school event regardless of the event’s location. *Tobacco* shall have the meaning provided in section 10-20.5b of the School Code.

Employees, along with everyone else on school property, were already prohibited from using tobacco products “on school property or at a school event” by policy 8:30, *Visitors to and Conduct on School Property*. Policy 5:50 applies only to employees. It adds the clarification “while ...performing work for the District at a school event” in order to align with this policy’s other prohibitions.

Other edits are made to enhance clarity. A statute is added to the Legal References and a policy is added to the Cross References.

- ▶ **5:260, Student Teachers.** The policy is updated in the text, footnotes, and Legal References in response to ISBE’s non-regulatory guidance document. It lists the exact components of a *complete criminal history records check* pursuant to the School Code (105 ILCS 5/10-21.9, amended by P.A. 97-607). Text in the policy is amended as follows:

Policies on Social Media

We were recently asked for a copy of our policy on social media. In response, we explained that we have seven! Our policies cover social media and Facebook according to context and legal issues. Regarding:

- The legal protection covering employees’ and applicants’ passwords to their social media accounts, see policy 5:30, *Hiring Process and Criteria*.
- Employee personal technology and social media, see policy 5:125, *Personal Technology and Social Media; Usage and Conduct*.
- BYOT and CIPA, see policy 6:220, *Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct*.

- Access to district networks and CIPA, see policy 6:235, *Access to Electronic Networks*.
- Obtaining student social media passwords, see policies 6:220, *Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct*; and 7:140, *Search and Seizure*.
- Bullying, see policy 7:180, *Preventing Bullying, Intimidation, and Harassment*.
- Student misconduct, see policy 7:190, *Student Discipline*.

Implementing procedures and exhibits follow their relevant policies.

Prior to a student teacher beginning any field experiences in the District, the Superintendent or designee shall coordinate with each student teacher's higher education institution a fingerprint-based will ensure that the District performs a complete criminal history records check and pursuant to 105 ILCS 5/10-21.9; i.e., background check or background investigation. A complete criminal history records check pursuant to 105 ILCS 5/10-21.9 shall include:

1. Fingerprint-based checks through (a) the Illinois State Police (ISP) for criminal history records information (CHRI) pursuant to the Uniform Conviction Information Act (20 ILCS 2635/1), and (b) the FBI national crime information databases pursuant to the Adam Walsh Child Protection and Safety Act (P.L. 109-248);
2. A check of the Statewide Illinois Sex Offender Database and Statewide Registry (see the Sex Offender Community Notification Law (730 ILCS 152/101 et seq.); and
3. A check of the Illinois Murderer and Violent Offender Against Youth Database prior to any participation in field experiences in a school Registry (Murderer and Violent Offender Against Youth Community Notification Law (730 ILCS 154/75-105, amended by 97-154).

Each student teacher must provide written authorization for, and pay the costs of, his or her criminal history records check (including any applicable vendor's fees), and the Superintendent or designee will provide each student teacher with a copy of his or her report.

Footnotes are also amended to:

1. Distinguish students doing field or clinical experience other than student teaching,
2. Discuss why a student teacher's written authorization is necessary,
3. Provide citations for why the district must provide student teachers with a copy of their background investigation reports, and
4. Explain that the School Code requires student teachers to pay for the costs of their own background checks.

Legal References now cite the Uniform Conviction Information Act (20 ILCS 2635/1) and the Adam Walsh Child Protection and Safety Act (P.L. 109-248).

- ▶ **5:330, Sick Days, Vacation, Holidays, and Leaves.** The section on **Holidays** is amended to cite the new process for obtaining a waiver of a school holiday. The amendment follows: "Unless the District ~~receives~~ has a waiver

or modification of the School Code pursuant to Section 2-3.25g or 24-2(b) allowing it to schedule school on a holiday listed below, District employees will not be required to work on: [holidays]."

Instruction

- ▶ **6:60-AP, Administrative Procedure - Comprehensive Health Education Program.** The procedure is updated to reflect 105 ILCS 110/3, amended by P.A. 97-1147. It requires sexual assault awareness to be taught in "grades pre-K through 12." Formerly, it was to be taught in the secondary schools only. A footnote is updated to provide information about a toolkit available for education about teenage dating abuse. It is titled *Preventing, Assessing, and Intervening in Teenage Dating Abuse: A Training for Specialized Instructional Support Personnel*.

- ▶ **6:190, Extracurricular and Co-Curricular Activities.** The policy is unchanged. An additional policy is added to the Cross References. A footnote now references the Jan. 2013 *Dear Colleague Letter* from the U.S. Dept. of Education, Office for Civil Rights. The letter addresses the participation of students with disabilities in extracurricular athletic activities and clarifies the types of accommodations and services that districts must provide pursuant to Section 504.

- ▶ **6:235-E5, Exhibit - Children's Online Privacy Protection Act. NEW.** The exhibit is a letter to parents/guardians explaining the Children's Online Privacy Protection Act. The letter's purpose is to educate parents and students about privacy protection when using applications on a smartphone or computer. It provides (1) suggestions to prevent children from being bombarded by unwanted advertising, making unwanted purchases, and disclosing personal information and location, and (2) links to additional information on the Federal Trade Commission's website.

- ▶ **6:240, Field Trips.** To provide a distinction between privately arranged trips and trips that are sponsored by the district, we added this disclaimer to the policy:

Privately arranged trips, including those led by District staff members, shall not be represented as or construed to be sponsored by the District or school. The District does not provide liability protection for privately arranged trips and is not responsible for any damages arising from them.

- ▶ **6:250-E, Exhibit - Resource Person and Volunteer Information Form and Waiver of Liability.** The exhibit is updated as part of the criminal history background check materials. Links to the Statewide Sex Offender and Child Murderer and Violent Offender Against Youth Registries are amended. The Dru Sjodin National Sex

Offender Public Website (NSOPW) was added. The Sex Offender Registration Notification Act (SORNA), also known as Title 1 of the Adam Walsh Child Protection and Safety Act of 2006, renamed the National Sex Offender Registry to the NSOPW.

NSOPW is not the same as the FBI's National Sex Offender Registry (a database available only to law enforcement for background checks). NSOPW is a public resource that searches the public sex offender registries from all 50 states, the District of Columbia, the five principal U.S. territories, and federally recognized Indian tribes. When *substantial implementation* of SORNA is reached by all jurisdictions, the NSOPW will be an even more reliable resource for school officials to screen volunteers and others who are not mandated to undergo background checks for crimes committed in other jurisdictions. Illinois has still not reached substantial implementation of SORNA (see Progress Report tables from prior **PRESS** issues for SORNA discussions).

Students

► **7:190, Student Discipline.** This policy is reviewed annually. Two changes are made:

1. A footnote now contains information about electronic cigarettes and alternative policy language to ban them. It states:

State and federal law have not yet addressed electronic cigarettes. An electronic or e-cigarette resembles a regular cigarette. It contains a battery-operated heating element that turns a liquid into a mist for inhaling. The liquid may contain nicotine. Information, albeit limited, is posted on the U.S. Food and Drug Administration website at:

www.fda.gov/tobaccoproducts/default.htm, and

www.fda.gov/newsevents/publichealthfocus/ucm252360.htm.

Boards may use the following alternative to prohibit electronic cigarettes: "Using, possessing, distrib-

Warning Concerning Student Directory Information

For over 20 years, districts have wanted to release directory information for students so the school or PTA could publish a student directory and/or identify students in a school newspaper, graduation program, team program, etc. Federal and State laws allow schools to release students' directory information, provided they follow specified requirements.

Recently, parents in one community were upset that their school district released students' names and addresses pursuant to a Freedom of Information Act (FOIA) request. FOIA contains an exemption for home addresses. Many lawyers, however, say that a district must release student information pursuant to a FOIA request when each of the following have occurred: the FOIA request seeks information that is included in the district's definition of student directory information, the district notified parents that it releases directory information, and the parents did not opt out of allowing directory information to be released concerning their child.

An opinion from the Illinois Public Access Counselor (PAC) supports that a district may not rely on the FOIA exemption for home addresses. The opinion concerned whether a university had to provide students' names pursuant to a FOIA request (PAO 12-3). The university's policy stated that students' names are directory information which may be released to inquirers. Thus, according to the PAC, the university could not rely on the federal student records law to

deny the FOIA request. Citing an Illinois Supreme Court decision, the PAC also concluded that students' names were not "private information" and must be disclosed.

You need to take steps now if your district wants to avoid releasing students' addresses and other types of directory information – there are about 18 possible types of information concerning a student that a district may designate as directory information. Realize however, that by limiting the definition of *directory information*, you will also limit your district's ability to publish information about specific students. The **PRESS** policy does not define *directory information*, leaving that task to implementing material. Focusing on that material, you can narrow the information about students that would be subject to a FOIA request by:

- Deleting the specific types of information that your district does not want released, such as an *address*, from the definition of *directory information* in 7:340-AP1, *School Student Records*.
- Using your district's new, limited definition of *directory information* in 7:340-AP1, E1, *Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records*.

Of course, the school board can decide to discontinue releasing all directory information by stating in its policy that it will not release student directory information. Legal opinions differ on these issues, so be sure to consult with your board attorney.

uting, purchasing, or selling tobacco materials or electronic cigarettes.”

2. The policy provision on transfer to an alternative program is clarified. 105 ILCS 5/10-22.6(a) and (b) state that a student who is suspended in excess of 20 school days or is expelled may be immediately transferred to an alternative program. The phrase “is suspended in excess of 20 school days” is inconsistent with the 10 day limit for a suspension. A separation from school attendance for over 10 days is automatically an expulsion and, thus, would qualify a student for the transfer. The policy now states: “A student ~~who is subject to a suspension in excess of 20 school days or an expulsion~~ may be immediately transferred to an alternative program if the student is expelled or otherwise qualifies for the transfer under State law. The transfer shall be in the manner provided in Article 13A or 13B of the School Code.”

► **7:305, Student Athlete Concussions and Head Injuries.**

The policy is unchanged. The statute requiring all boards to adopt a policy regarding student athlete concussions is now cited in the Legal References and footnotes as 105 ILCS 5/10-20.53 ~~54~~, renumbered by P.A. 97-813. The footnotes now also:

1. Include a web link to the Ill. Elementary School Association’s concussion protocol at www.iesa.org/activities/concussion.asp, and
2. Mention a pending ISBE rule change concerning student school records. This rule change makes the acknowledgement of the concussion policy, executed by a student athlete and his/her parent/guardian, a temporary school student record by including it in the definition of *health-related information*.

Community Relations

► **8:20, Community Use of School Facilities.** The policy and footnotes are updated as follows:

1. A sentence is added to reserve the right for the district to cancel a previously scheduled use of school facilities.
2. The provision concerning the free use of school facilities by student groups, school-related organizations, government agencies, and non-profit organizations is edited. It now states that fees and costs apply during non-regularly staffed hours.
3. This optional provision is added to a footnote: “Facilities and grounds will not be made available to individuals for personal or social reasons or to business enterprises for commercial gain.”
4. This optional provision, added to a footnote, recognizes that districts should require bodily injury liability insurance and property damage liability in speci-

fied amounts as recommended by the district’s own insurance carrier: “All non-school sponsored groups, before using the facilities during non-regularly staffed hours, must provide a certificate of insurance naming the District as an *additional insured* or otherwise show proof of insurance.”

► **8:25, Advertising and Distributing Materials in Schools Provided by Non-School Related Entities.** The policy, footnotes, and Legal References are changed as follows:

1. This sentence is added to the first paragraph that contains the overarching requirements: “No material, literature, or advertisement shall be posted or distributed without advance approval as described in this policy.”
2. The section controlling non-commercial ads is clarified. Non-commercial ads are those from community, educational, charitable, and recreational organizations. The superintendent or designee is authorized to approve non-commercial ads. Their frequency and volume make it difficult for many boards to perform this act. An alternative is, however, provided in a footnote for the board to approve these ads. The list of display locations and distribution opportunities are deleted and this sentence is added: “The District reserves the right to decide where and when any advertisement or flyer is distributed, displayed or posted.”
3. Requirements are added to the section controlling commercial advertisements as follows:

Commercial companies may purchase space for their advertisements in or on: (1) athletic field fences; (2) athletic, theater, or music programs; (3) student newspapers or yearbooks; (4) scoreboards; or (5) other appropriate locations. The advertisements must be consistent with this policy and its implementing procedures and ~~must be approved by the School Board. No Board~~ be appropriate for display in a school context. Prior approval from the Board is needed for advertisements on athletic fields, scoreboards, or other building locations. Prior approval is needed from the Superintendent or designee for advertisements on athletic, theater, or music programs; student newspapers and yearbooks; and any commercial material related to graduation, class pictures, or class rings.

Alternatives are given in a footnote for all approvals to be made by the board or to be made by the superintendent or designee.

4. A footnote discusses, and the Legal References include, Victory Through Jesus Sports Ministry v. Lee’s Summit R-7 Sch. Dist., 640 F.3d 329 (8th Cir. 2011), *cert. denied*, 132 S.Ct. 592 (2011). This decision upheld a policy that limited the volume of promo-

tional materials sent home with elementary students. It supports the legal principle that a school's limitations on distributing material to students are permissible if they are not based on the material's viewpoint.

► **8:95-AP, Administrative Procedure - Parental Involvement.** The contents in this procedure are reorganized to add clarity. This reorganization makes it impossible to produce a committee worksheet showing the changes. The procedure lists specific opportunities for parental involvement, organized in four parts as follows:

1. "The District or school provides notices to parents/guardians on the following topics:" [topics listed]
2. "State laws have created parental involvement opportunities on the following topics:" [topics listed]
3. "The following Board policies provide opportunities for parental involvement:" [policies listed]
4. "School-level parental involvement programs include:" [programs listed]

Progress Report: The contents of this table frequently change.

Topics	Our Response
<p>P.A. 97-1109 is a rewrite of the Criminal Code of 1961. It will affect numerous PRESS materials.</p>	<p>The rewrite is massive; updating all PRESS materials immediately would be disruptive. We will update materials when they are updated for other reasons. NOTE: It is possible that a Criminal Code citation may appear to be <i>repealed</i>. While many citations are repealed, their content remains the same with a simple recodification. Contact PRESS editors for immediate assistance with this issue.</p>
<p>Certified School Nurse rules are expected to be set for repeal. ISBE amended its regulations last year to require schools to utilize certified school nurses in certain aspects of the medical review and IEP process and, just in December, issued an extensive “Guidance” regarding interpretation of the new regulation, which is to go into effect on July 1, 2013.</p> <p>See <i>Message</i> from State Superintendent Christopher A. Koch dated Feb. 11, 2013 at www.isbe.net/board/archivemessages/2013/message_021113.pdf.</p>	<p>ISBE intends to withdraw its regulations requiring schools to use certified school nurses as part of the medical review process for students with disabilities.</p>
<p>P.A. 97-607 contains a new system for professional educator licensure (as opposed to teacher certification). It will affect many pieces of PRESS material over the next two years. To complicate further, this legislation also affects many sections of the School Code that were recently amended in PERA (P.A. 96-861) and the Education Reform Act (P.A. 97-8).</p>	<p>We will update the PRESS materials that this law affects in several stages.</p> <p>We will need to amend PRESS material multiple times as P.A. 97-607 is implemented.</p>
<p>P.A. 97-1102 created the Enhance Physical Education Task Force (EPETF). Its purpose is to:</p> <ol style="list-style-type: none"> 1. Make recommendations to the Governor and the General Assembly for the Illinois Learning Standards for Physical Development and Health based upon research in neuroscience that impacts the relationship between physical activity and learning; and 2. Promote and recommend enhanced physical education programs that districts can integrate with a broader wellness strategy and health curriculum in elementary and secondary schools. <p>Topics the task force will address include educating and promoting leadership on enhanced physical education among school district and school officials; developing and utilizing metrics to assess the impact of enhanced physical education; promoting training and professional development in enhanced physical education for teachers and other school and community stakeholders; identifying and seeking local, State, and national resources to support enhanced physical education; and other strategies that are identified by the task force.</p> <p>To track EPETF’s progress, see www.isbe.net/EPE/html/EPETF.htm.</p>	<p>The EPETF last met in Dec. 2012. It must report to the Governor and the General Assembly on or before August 31, 2013. This law will sunset on September 1, 2013.</p> <p>We will amend PRESS materials if the General Assembly enacts laws based upon this report’s recommendations.</p>
<p>ISBE finalized its rules that incorporate by reference the: <i>Common Core State Standards for English Language Arts and Literacy in History/Social Studies, Science, and Technical Subjects</i>, and <i>Common Core State Standards for Mathematics</i>, both published by the Common Core State Standards Initiative. They are referred to as <i>common core standards</i> and are posted at: www.corestandards.org/the-standards/english-language-arts-standards, and www.corestandards.org/the-standards/mathematics.</p> <p>Both replace State goals and standards for English and math in Appendix D to Part 1.</p>	<p>We are amending references to State goals and standards by referring to the common core standards in applicable footnotes and policies as they are reviewed.</p>

Revisions to Policies, Administrative Procedures and Exhibits

Immediate Action Suggested	Number and Title	Action The memo describes the revisions.
	2:250-AP2, Administrative Procedure - Protocols for Record Preservation and Development of Retention Schedules	Procedure updated to add a requirement.
	4:15, Identity Protection	Policy and footnotes updated to add requirements; a disclaimer is also added.
	4:110-AP2, Administrative Procedure - Bus Driver Communication Devices; Pre-Trip and Post-Trip Inspection; Bus Driving Comments	Procedure updated to add a reference.
	4:140, Waiver of Student Fees	Policy is unchanged; footnotes, Legal References and Cross References are updated.
	4:170, Safety	Policy text, footnotes, and Legal References updated in response to ISBE's non-regulatory guidance document.
	4:170-AP2, Administrative Procedure - Criminal Offender Notification Laws	Procedure updated in response to ISBE's non-regulatory guidance document.
	4:170-AP6, Administrative Procedure - Plan for Responding to a Medical Emergency at a Physical Fitness Facility with an AED	Procedure updated to amend a citation.
	5:30-AP2, Administrative Procedure - Investigations	Procedure updated in response to ISBE's non-regulatory guidance document.
	5:50, Drug- and Alcohol-Free Workplace; <u>Tobacco Prohibition</u>	The policy's title is changed. The policy, Legal References, and Cross References are updated.
	5:260, Student Teachers	Policy text, footnotes, and Legal References updated in response to ISBE's non-regulatory guidance document.
	5:330, Sick Days, Vacation, Holidays, and Leaves	Policy and footnotes are updated.
	6:60-AP, Administrative Procedure - Comprehensive Health Education Program	Procedure updated to reflect P.A. 97-1147; footnotes are also updated.
	6:190, Extracurricular and Co-Curricular Activities	Policy is unchanged; a footnote and the Cross References are updated in response to a publication from the U.S. Dept. of Education.
	6:220, Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct	NEW.
	6:220-E1, Exhibit - Authorization to Participate in Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct Agreement	NEW.
	6:220-E2, Exhibit - Bring Your Own Technology (BYOT) Program Student Guidelines	NEW.

Revisions to Policies, Administrative Procedures and Exhibits *continued*

Immediate Action Suggested	Number and Title	Action The memo describes the revisions.
	6:235-E5, Exhibit - Children’s Online Privacy Protection Act	NEW.
	6:240, Field Trips	Policy and a footnote are updated.
	6:250-E, Exhibit - Resource Person and Volunteer Information Form and Waiver of Liability	Exhibit updated in response to ISBE’s non-regulatory guidance document.
	7:190, Student Discipline	Policy updated and a provision clarified.
	7:190-AP5, Student Handbook - Electronic Devices	Procedure updated throughout to align with the BYOT materials.
	7:305, Student Athlete Concussions and Head Injuries	The policy is unchanged. The Legal References and footnotes are updated.
	8:20, Community Use of School Facilities	Policy and footnotes are updated.
	8:25, Advertising and Distributing Materials in Schools Provided by Non-School Related Entities	Policy, Legal References, and footnotes are updated.
	8:95-AP, Administrative Procedure - Parental Involvement	Materials in the procedure are significantly reorganized.

Five Year Review

To further our commitment to continuous improvement, we attempt to review each policy and administrative tool that was not updated during the previous five years. This process keeps our material aligned with good governance principles and keeps the footnotes and Legal References current. Moreover, this process provides an occasion for school board members and administrators to review their materials to ensure that they are fulfilling their purpose.

Number and Title	Action
4:50-E, Exhibit - School District Payment Order	Nonsubstantive information is added, based upon subscriber feedback, that a bundle of bills may be attached to the form. The form is statutory.
4:60-AP2, Administrative procedure - Third Party Non-Instructional Contracts	This procedure is edited to make a minor clarification.
4:170- E6 AP2, E1, Exhibit - Informing Parents About Offender Community Notification Laws	The exhibit is renumbered and edited to make minor clarifications; new web links are added.
5:190-E1, Exhibit - Notice to Parents of Their Right to Request Their Child's Classroom Teachers' Qualifications	No changes are made.
5:190-E2, Exhibit - Notice to Parents When Their Child Is Assigned To or Has Been Taught for at Least Four Straight Weeks By a Teacher Who Is Not <i>Highly Qualified</i>	No changes are made.
5:190-E3, Exhibit - Letter to Teacher Who Is Not <i>Highly Qualified</i>	A minor change to a web link was made.
6:40-AP, Administrative Procedure - Curriculum Development	No changes are made.
6:170, Title I Programs	The policy is unchanged. The code numbers for material incorporated by reference are updated. The footnotes now include a discussion of NCLB flexibility.
6:170-AP1, Administrative Procedure - Checklist for Development, Implementation, and Maintenance of Parental Involvement Compacts for Title I Programs	No changes are made.
6:170- AP1 , E1, Exhibit - District-Level Parental Involvement Compact	This exhibit is renumbered; no other substantive changes are made.
6:170- AP1 , E2, Exhibit - School-Level Parental Involvement Compact	This exhibit is renumbered; no other changes substantive changes are made.
6:170-AP2, Administrative Procedure - Notice To Parents Required by No Child Left Behind Act of 2001	An introductory paragraph is added describing notice requirements and providing web links.
6:170-AP3, Administrative Procedure - No Child Left Behind Checklist	The procedure is updated to provide the dates that the PRESS materials implementing NCLB were most recently reviewed and/or updated.
6:240-AP, Administrative Procedure - Field Trip Guidelines	A short introduction is added and minor clarifications are made.
7:20-AP, Administrative Procedure - Harassment of Students Prohibited	Minor clarifications made.

Acknowledgement to PRESS Advisory Board

Before each **PRESS** issue is published, a group of distinguished individuals provides input and suggestions. We appreciate their contributions and thank them sincerely.

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DRAFT UPDATE

Operational Services

Identity Protection

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

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

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

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

5. Notification to an individual whenever his or her personal information was acquired by an unauthorized person, personal information is an individual's name in combination with his or her social security number, driver's license number, State identification card number, or financial account information.

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

5-7. All employees must be advised of this policy's terms and a copy of the policy must be made available to each employee. The policy must be made available to any member of the public, upon request.

No District employee shall collect, store, use, or disclose an individual's social security number unless specifically authorized by the Superintendent. An employee who has substantially breached the confidentiality of social security numbers may be subject to disciplinary action or sanctions up to and including dismissal in accordance with District policy and procedures. This policy shall not be interpreted as a guarantee of the confidentiality of social security numbers and/or other personal information. The District will use best efforts to comply with this policy, but this policy should not be construed to convey any rights to protection of information not otherwise afforded by law.

Comment [AKL1]:
UPDATE 1: Suggested items #5 & #6 are not required to be in policy. They are mandates contained in the Personal Information Protection Act. Attorneys disagree whether the Act applies to school districts; however, the mandates are included in the sample policy because: (1) they are consistent with public policy, and (2) if the Act applies to school districts, so will its section allowing the Attorney General to fine any person up to \$100 for each violation of the disposal requirements for materials containing personal information (815 ILCS 530/40).

Issue 81, March 2013

Comment [AKL2]:
UPDATE 2: A disclaimer is offered; however, the usefulness of the disclaimer is untested and unproven.

Issue 81, March 2013

DRAFT UPDATE

LEGAL REF.: 5 ILCS 179/, Identity Protection Act.

CROSS REF: 2:250 (Access to District Public Records), 50 (Personnel Records), 7:340
(Student Records)

ADOPTED: [April 25, 2011](#)

REWRITTEN

5:50

General Personnel

Drug- and Alcohol-Free Workplace: Tobacco Prohibition

Comment [AKL1]: Rewritten and re-titled to include prohibition of the use of tobacco products and to clarify language throughout.
Issue 81, March 2013

All District workplaces are drug- and alcohol-free workplaces. All employees are prohibited from engaging in any of the following activities while on District premises or while performing work for the District:

1. Unlawful manufacture, dispensing, distribution, possession, use, or being under the influence of a controlled substance.
2. Distribution, consumption, use, possession, or being under the influence of alcohol.

For purposes of this policy a controlled substance means a substance that is:

1. Not legally obtainable,
2. Being used in a manner different than prescribed,
3. Legally obtainable, but has not been legally obtained,
4. Referenced in federal or State controlled substance laws.

As a condition of employment, each employee shall:

1. Abide by the terms of the Board policy respecting drug- and alcohol-free workplace; and
2. Notify his or her supervisor of his or her conviction under any criminal drug statute for a violation occurring on the District premises or while performing work for the District, no later than 5 calendar days after such a conviction.

To make employees aware of the dangers of drug and alcohol abuse, the Superintendent or designee shall perform each of the following:

1. Provide each employee with a copy of this policy.
2. Post notice of this policy in a place where other information for employees is posted.
3. Make available materials from local, State, and national anti-drug and alcohol-abuse organizations.
4. Enlist the aid of community and State agencies with drug and alcohol informational and rehabilitation programs to provide information to District employees.
5. Establish a drug-free awareness program to inform employees about:
 - a. The dangers of drug abuse in the workplace,
 - b. Available drug and alcohol counseling, rehabilitation, re-entry, and any employee assistance programs, and
 - c. The penalties that the District may impose upon employees for violations of this policy.

Tobacco Prohibition

All employees are covered by the conduct prohibition contained in policy 8:30/visitors to and Conduct on School Property. The prohibition on the use of tobacco products applies both (1) when an employee is on school property, and (2) while an employee is performing work for the District at a school event regardless of the event's location. Tobacco shall have the meaning provided in section 10-20.5b of the School Code.

5:50

Page 1 of 2

District Action Upon Violation of Policy

An employee who violates this policy may be subjected to disciplinary action, including termination. Alternatively, the School Board may require an employee to successfully complete an appropriate drug- or alcohol-abuse rehabilitation program.

The Board shall take disciplinary action with respect to an employee convicted of a drug offense in the workplace within 30 days after receiving notice of the conviction.

Should District employees be engaged in the performance of work under a federal contract or grant, or under a State contract or grant of \$5,000 or more, the Superintendent shall notify the appropriate State or federal agency from which the District receives contract or grant monies of the employee's conviction within 10 days after receiving notice of the conviction.

LEGAL REF.: Americans With Disabilities Act, 42 U.S.C. §12114.
Controlled Substances Act, 21 U.S.C. §812; 21 C.F.R. 1308.11-1308.15.
Drug-Free Workplace Act of 1988, 41 U.S.C. §703 et seq.
Safe and Drug-Free School and Communities Act of 1990, 20 U.S.C. §7101 et seq.
Drug-Free Workplace Act, 30 ILCS 580/
105 ILCS 5/10-20.5b.

CROSS REF.: 8:30 (Visitors to and Conduct on School Property)

ADOPTED:

Compare to current district policy 5:50, or consider adding to your manual if it is not now included.

DRAFT UPDATE

Community Relations

Community Use of School Facilities

School facilities are available to community organizations during non-school hours when such use does not: (1) interfere with any school function, affect the safety of students or employees, or (2) affect the property or liability of the School District. The use of school facilities for school purposes has precedence over all other uses. ~~Persons on The District reserves the right to cancel previously scheduled use of facilities by community organizations and other groups. The use of school premises must abide by the District's conduct rules at all times. facilities requires the prior approval of the Superintendent or designee and is subject to public procedures~~

~~Persons on school premises must abide by the District conduct rules at all times.~~

Student groups and school-related organizations and local governments, government agencies, and non-profit organizations are granted the use of school facilities at no cost during regularly staffed hours. Fees and costs shall apply during non-regularly staffed hours and to other organizations granted use of facilities. ~~They shall pay fees and costs at any time. A fee schedule and other terms of use shall be prepared by Superintendent shall develop procedures to manage community use of school facilities. Use of school facilities requires the Superintendent's approval and is subject to the procedure annual approval by the Board.~~

LEGAL REF.: 20 U.S.C. §7905.
10 ILCS 5/19-2.2.
105 ILCS 5/10-20.40, 5/10-22.10, and 5/29-3.5.
Good News Club v. Milford Central School, 121 S.Ct. 2093 (2001).
Lamb's Chapel v. Center Moriches Union Free School District, 113 S.Ct. 2141 (1993).
Rosenberger v. Rector and Visitors of Univ. of Va. 515 U.S. 819 (1995).

CROSS REF.: 7:330 (Student Use of Building - Equi Access), 8:25 (Advertising and Distributing Materials in Schools Provided by Non-School Related Entities), 8:30 (Visitors to and Conduct on School Property)

ADOPTED: December 21, 2009

UPDATE 1: A sentence is added to reserve the right for the district to cancel a previously scheduled use of school facilities and to require prior approval by the superintendent. A current sentence is moved

Issue 81, March 2013

OPTION 1: The board may add the following option:

Facilities and grounds will not be made available to individuals for personal or social reasons or to business enterprises for commercial gain.

OPTION 2: The board may also wish to add the following requirement:

All non-school sponsored groups, before using the facilities during non-regularly staffed hours, must provide a certificate of insurance naming the District as an additional insured or otherwise show proof of insurance.

Issue 81, March 2013

UPDATE 2: The provision concerning the free use of facilities by certain groups is edited.

Issue 81, March 201:

DRAFT UPDATE

Community Relations

Advertising and Distributing Materials in Schools Provided by Non-School Related Entities

No material or literature shall be posted or distributed that would: (1) disrupt the educational process; (2) violate the rights or invade the privacy of students; (3) infringe on a trademark or copyright; (4) be defamatory, obscene, vulgar, or indecent. ~~Not material, literature, or advertisement shall be posted or distributed without advance approval as described in this policy.~~

UPDATE 1: A sentence is added containing overarching requirements.
Issue 81, March 2013

Community, Educational, Charitable, or Recreational Organizations

Community, educational, charitable, recreational, or similar groups may, under procedures established by the Superintendent, advertise events to students' interests or involvement. ~~This may include displaying posters in areas reserved for community posters, having flyers distributed to students, or being included in the school's or District's website where appropriate.~~ ~~material and literature advertisements must (1) be student-oriented and have (2) prominently display the sponsoring organization's name prominently and (3) be approved in advance by the Superintendent or designee. The District reserves the right to decide where and when any advertisement or flyer is distributed, displayed or posted.~~

UPDATE 2: The section is clarified.
Issue 81, March 2013

Commercial Companies and Political Candidates

Commercial companies may purchase space for advertisements in or on: (1) athletic field fences; (2) athletic, theater, or music programs; ~~student newspapers or yearbooks;~~ scoreboards; or (3) other appropriate ~~location locations~~. The advertisements must be consistent with this policy and implementing procedures and ~~must be approved by the School Board. No Board approval is needed for advertisements on athletic fields, scoreboards, or other building locations.~~ ~~Prior approval is needed from the Superintendent or designee for advertisements on athletic, theater or music programs; student newspapers and yearbooks; and any commercial material related to graduation, classes, or class rings.~~

UPDATE 3: Requirements are added to the section. The list of places where commercial companies may purchase space for their advertisements must be tailored to meet local needs and circumstances.

The board may wish to replace the final two sentences of the section with the following

OPTION 1:
Prior approval from the Board is needed for all commercial or political advertisements.

OPTION 2:
Prior approval from the Superintendent or designee is needed for all commercial or political advertisements.

Issue 81, March 2013

No individual or entity may advertise or promote interests by using the names or pictures of the School District, any District school or facility, staff members, or students except as authorized by a consistent with administrative procedures and approved by the Board.

Material from candidates and political parties will be accepted for posting or distribution, except when used as part of the curriculum.

DRAFT UPDATE

LEGAL REF.: Berger v. Rensselaer Central School Dist., 1982 F.2d 1160 (7th Cir. 1993), cert. denied 113 S.Ct. 2344 (1993).
DiLoreto v. Downey Unified School Dist., 196 F.3d 589 (9th Cir. 1999).
Hedges v. Wauconda Community Unit School Dist., No. 9 F.3d 5 (7th Cir. 1993).
Lamb's Chapel v. Center Moriches Union Free School Dist., 113 S.Ct. 2141 (1993).
Sherman v. Community Consolidated School Dist. #7, 1982 F.2d 1160 (7th Cir. 1993), cert. denied 114 S.Ct. 2109 (1994).
Victory Through Jesus Sports Ministry v. Lee's Summit-7 Sch. Dist., 640 F.3d 329 (8th Cir. 2011), cert. denied 132 S.Ct. 592 (2011).

CROSS REF.: 7:325 (Student Fund-Raising Activities) 7:330 (Student Use of Buildings - Equal Access)

ADOPTED: December 21, 2009

DRAFT UPDATE

Operational Services

Waiver of Student Fees

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

Fees for textbooks, other instructional materials, and driver education are waived for students who meet the eligibility criteria for a fee waiver as described in this policy. In order that no student be denied educational services or academic credit due to the inability of parents/guardians to pay student fees, the Superintendent will recommend to the Board which additional fees, if any, the District will waive for students who meet the eligibility criteria for fee waiver. Students receiving a fee waiver are not exempt from charges for lost and damaged books, materials, supplies, and equipment.

Notification

The Superintendent shall ensure that applications for fee waivers are widely available and distributed according to State law and ISBE rule and that provisions for assisting parents/guardians in completing the application are available.

Eligibility Criteria

A student shall be eligible for a fee waiver when the student currently lives in a household that meets the same income guidelines, with the same limitations on household size, that are used for the federal free meals program.

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

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

Verification

The Superintendent or designee shall establish a process for determining a student's eligibility for a waiver of fees in accordance with State law requirements. The Superintendent or designee may require family income verification at the time an individual applies for a fee waiver and anytime thereafter but not more often than once every 60 calendar days. The Superintendent or designee shall not use any information from this or any independent verification process to determine free or reduced-price meal eligibility.

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

Determination and Appeal

Within 30 calendar days after the receipt of a waiver request, the Superintendent or designee shall mail a notice to the parent/guardian whenever a waiver request is denied. The denial notice shall

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include: (1) the reason for the denial, (2) the ~~steps~~ and timelines for making an appeal, and (3) a statement that the parent/guardian may reapply for a waiver any time during the school year if circumstances change. If the denial is appealed, ~~the~~ District shall follow the procedures for the resolution of appeals as provided in the Illinois State Board of Education rule on waiver of fees.

LEGAL REF.: 105 ILCS 5/10-20.13, 5/10-22, ~~25~~27-24.2 and 5/28-19.2.
23 Ill.Admin.Code §1.245 [may contain unenforceable provisions].

CROSS REF.: 4:130 (Free and Reduced-Price Food) ~~and~~ 6:220 (Bring Your Own Technology (BYOT) Program: Responsible Use and Control)

ADOPTED: ~~September 20, 2010~~

Comment [AKL1]: The policy is unchanged. Legal references and cross references are updated.

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Operational Services

Safety

Safety Program

All District operations, including the education program, shall be conducted in a manner that will promote the safety of everyone on District property at a District event.

The Superintendent or designee shall develop and implement a comprehensive safety and crisis plan incorporating both avoidance and management guidelines. The comprehensive safety and crisis plan shall specifically include provisions for: injury prevention; bomb threats, weapons, and explosives on campus; school safety drill program, tornado drills; instruction in safe bus riding practices, emergency aid; post-crisis management; and response to medical emergencies at an indoor and outdoor physical fitness facility. The term "physical fitness facility" excludes any activity or program organized by a private or not-for-profit organization and supervised by a person or persons other than the employees of the school. Each academic year, each school building that houses school children must conduct a minimum

1. Three school evacuation drills,
2. One bus evacuation drill,
3. One severe weather and shelter-in-place drill, and
4. One law enforcement drill.

The law enforcement drill must be conducted according to the District's comprehensive safety and crisis plan, with the participation of the appropriate law enforcement agency. This drill may be conducted on days and times that students are absent from the building.

The Superintendent or designee shall implement the Soccer Goal Safety Act in accordance with the guidance published by the Illinois Department of Public Health. Implementation of the Act shall be directed toward improving the safety of soccer goals by requiring that they be properly anchored.

Convicted Child Sex Offender and Notification Laws

State law prohibits a child sex offender from being present on school property or loitering within 500 feet of school property when persons under the age of 16 are present, unless the offender meets either of the following two exceptions:

1. The offender is a parent/guardian of a student attending the school and has notified the Building Principal of his or her presence at the school for the purpose of: (i) attending a conference with school personnel to discuss the progress of his or her child academically or socially, (ii) participating in child review conferences in which evaluation and placement decisions may be made with respect to his or her child regarding special education services, or (iii) attending conferences to discuss other educational issues concerning his or her child such as retention and promotion; or
2. The offender received permission to be present from the School Board, Superintendent, or Superintendent's designee. If permission is granted, the Superintendent or Board President shall provide the details of the offender's upcoming visit to the Building Principal.

In all cases, the Superintendent, or designee who is a certified employee, shall supervise a child sex offender whenever the offender is in a child's vicinity.

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If a student is a sex offender, the Superintendent or designee shall develop guidelines for managing his or her presence in school.

The Superintendent shall develop procedures for the distribution and use of information from law enforcement officials under the Sex Offender Community Notification Law and the Murderer and Violent Offender Against Youth Community Notification Law. The Superintendent or designee shall serve as the District contact person for purposes of these laws. The Superintendent and Building Principal shall manage a process for schools to inform the parents/guardians during school registration that information about sex offenders is available to the public as provided in the Sex Offender Community Notification Law. This notification must occur during school registration and at other times as the Superintendent or Building Principal determines advisable.

All contracts with the School District that may involve an employee or agent of the contractor having direct, daily contact with a student, shall contain the following:

The contractor shall not send to any school building on school property any employee or agent who would be prohibited from being employed by the District due to a conviction of a crime listed in 105 ILCS 5/10-21.9, amended by P.A.s 97-248 and 97-607, who is listed in the Statewide Illinois Sex Offender Registry or the Statewide Illinois Murderer and Violent Offender Against Youth Database Registry. The contractor shall obtain make every employee who will be sent to any school building or school property available to the District for the purpose of submitting to a fingerprint-based criminal history records check pursuant to 105 ILCS 5/10-21.9. The check shall occur before sending any employee or agent to any school building or school property. The contractor will reimburse the District for the costs of the checks. The District must also provide a copy of the report on the individual employee, but is not authorized to release it to the contractor. Additionally, at least quarterly, the contractor shall check if an employee or agent is listed on the Statewide Illinois Sex Offender Registry or the Statewide Illinois Murderer and Violent Offender Against Youth Database Registry.

If the District receives information that concerns the record of conviction as a sex offender of any employee of a District contractor, the District will provide the information to another school, school district, community college district, or private school that requests it.

Unsafe School Choice Option

The unsafe school choice option allows students to transfer to another District school or to a public charter school within the District. The unsafe school choice option is available to:

1. All students attending a persistently dangerous school as defined by State law and identified by the Illinois State Board of Education.
2. Any student who is a victim of a violent criminal offense, as defined by 725 ILCS 120/3, that occurred on school grounds during regular school hours or during a school-sponsored event.

The Superintendent or designee shall develop procedures to implement the unsafe school choice option.

Student Insurance

The Board shall annually designate a company for student accident insurance coverage. The Board does not endorse the plan nor recommend that parents/guardians secure the coverage, and any contract is between the parents/guardians and the company. Students participating in athletics, cheerleading, or pompons must have school accident insurance unless the parents/guardians state in writing that the student is covered under a family health insurance plan.

Comment [AKL1]: The policy is updated in the text and Legal References in response to ISBE's non-regulatory guidance document. For both legal and practical reasons, the guidance document places the responsibility on a district to perform background checks on contractors' employees.

For more information on managing background checks for contractor's employees, see ISBE's non-regulatory guidance document Criminal History Records Information (CHRI) Checks for Certified and Non-certified School Personnel at: www.isbe.net/pdf/guidance_chr.pdf

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Emergency Closing

The Superintendent is authorized to close the school in the event of hazardous weather or other emergencies that threaten the safety of students, members, or school property.

LEGAL REF.: [Adam Walsh Child Protection and Safety Act, P.L. 105-378](#).
[Uniform Conviction Information Act, 20 ILCS 2635/](#)
[105 ILCS 5/10-20.28, 5/21B-80, 5/10-21.9, and 128/](#)
[Physical Fitness Facility Medical Emergency Preparedness Act, 210 ILCS 74/](#)
[Ill. Vehicle Code, 625 ILCS 5/12-813.1.](#)
[Criminal Code of 2012, 720 ILCS 5/11-9.3.](#)
[Unified Code of Corrections, 730 ILCS 152/101 et seq.](#)

CROSS REF.: 5:30 (Hiring Process and Criteria), 96: (Extracurricular and Co-Curricular Activities), 6:250 (Community Resource Persons and Volunteers), 7:220 (Bus Conduct), 7:300 (Extracurricular Athletics), 8:300 (Visitors to and Conduct on School Property), 8:100 (Relations with Other Organizations and Agencies)

ADOPTED: [December 17, 2012](#)

REWRITTEN

5:260

Professional Personnel

Student Teachers

The Superintendent is authorized to accept students from university-approved teacher-training programs to do student teaching in the District. Prior to a student teacher beginning any field experiences in the District, the Superintendent or designee will ensure that the District performs a complete criminal history records check pursuant to 105 ILCS 5/10-21.9; i.e. background check or background investigation

A complete criminal history records check pursuant to 105 ILCS 5/10-21.9 shall include:

1. Fingerprint-based checks through (a) the Illinois State Police (ISP) for criminal history records information (CHRI) pursuant to the Uniform Conviction Information Act (20 ILCS 2635/1), and (b) the FBI national crime information databases pursuant to the Adam Walsh Child Protection and Safety Act (P.L. 109-248);
2. A check of the Illinois Sex Offender Registry (the Sex Offender Community Notification Law (730 ILCS 152/101 et seq.); and
3. A check of the Illinois Murderer and Violent Offender Against Youth Registry (Murderer and Violent Offender Against Youth Community Notification Law (730 ILCS 154/75-105, amended by 97-154).

Each student teacher must provide written authorization, and pay the costs of, his or her criminal history records check (including any applicable court fees), and the Superintendent or designee will provide each student teacher with a copy of their report.

Assignment

The Superintendent or designee shall be responsible for coordinating placements of all student teachers within the District. Student teachers shall be assigned to supervising teachers whose qualifications are acceptable to the District and students' respective colleges or universities. A teacher may be eligible for Continuing Professional Development Units (CPDU) for supervising a student teacher or teacher education candidate in that supervision.

LEGAL REF.: Adam Walsh Child Protection and Safety Act, P.L. 109-248.
Uniform Conviction Information Act, 20 ILCS 2635/1.
105 ILCS 5/21-14(e)(3)(E)(viii) and 5/10-22.34.
23 Ill.Admin.Code § 25.875.

CROSS REF.: 5:190 (Teacher Qualifications)

ADOPTED:

Compare to current district policy 5:260, or consider adding to your manual if it is not now included.

Comment [AKL1]: This policy is rewritten in response to ISBE's non-regulatory guidance document. It now lists the exact components of a complete criminal history records check, makes it clear that it is the district's responsibility to do the check, and puts the responsibility for payment in the hands of the student teacher.

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Instruction

Title I Programs

The Superintendent or designee shall pursue funding under Title I, Improving the Academic Achievement of the Disadvantaged, of the Elementary Secondary Education Act, to supplement instructional services and activities in order to improve the educational opportunities of educationally disadvantaged or deprived children.

All District schools, regardless of whether they receive Title I funds, shall provide services that, taken as a whole, are substantially comparable. Teachers, administrators, and other staff shall be assigned to schools in a manner that ensures equivalency among the District's schools. Curriculum materials and instructional supplies shall be provided in a manner that ensures equivalency among the District's schools.

Title I Parental Involvement

The District maintains programs, activities, and procedures for the involvement of parents/guardians of students receiving services, or enrolled in programs, under Title I. These programs, activities, and procedures are described in District-level and School-level compacts.

District-Level Parental Involvement Compact

The Superintendent or designee shall develop a District-Level Parental Involvement Compact according to Title I requirements. The District-Level Parental Involvement Compact shall contain: (1) the District's expectations for parent involvement, (2) specific strategies for effective parent involvement activities to improve student academic achievement and school performance, and (3) other provisions as required by federal law. The Superintendent or designee shall ensure that the Compact is distributed to parents/guardians of students receiving services, or enrolled in programs, under Title I.

School-Level Parental Involvement Compact

Each Building Principal or designee shall develop a School-Level Parental Involvement Compact according to Title I requirements. This School-Level Parental Involvement Compact shall contain: (1) a process for continually involving parents/guardians in its development and implementation, (2) how parents/guardians, the school staff, and students share the responsibility for improved student academic achievement, (3) the means by which the school and parents/guardians build and develop a partnership to help children achieve the State's high standards, and (4) other provisions as required by federal law. Each Building Principal or designee shall ensure that the Compact is distributed to parents/guardians of students receiving services, or enrolled in programs, under Title I.

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Incorporated
by Reference

6:170 [AP1](#), E1 (District-Level Parental Involvement Compact) and 6:170 [AP1](#),
E2 (School-Level Parental Involvement Compact)

LEGAL REF.:

Title I of the Elementary and Secondary Education Act, 20 U.S.C. §6301-6514.

CROSS REF.:

2:260 (Uniform Grievance Procedure), 4:104 (Transportation), 5:190 (Teacher
Qualifications), 5:280 (Duties and Qualifications), 5:115 (School Accountability),
6:140 (Education of Homeless Children), 6:145 (Migrant Students), 6:160
(English Language Learners), 7:10 (Equal Educational Opportunities), 7:30
(Student Assignment), 7:60 (Residence), 7:100 (Hesie, and Dental
Examinations; Immunizations; and Exclusion of Students), 8:95 (Parental
Involvement)

ADOPTED:

~~December 21, 2009~~

After its 5-year review, no changes were made to the policy. The coding for the incorporated by reference materials was changed.
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Instruction

Extracurricular and Co-Curricular Activities

Extracurricular or co-curricular activities are school-sponsored programs for which some or all of the activities are outside the instructional day. They do not include field trips, homework, or occasional work required outside the school day for a scheduled class. "Co-curricular activity" refers to an activity associated with the curriculum in a regular classroom and is generally required for class credit. "Extracurricular activity" refers to an activity that is not part of the curriculum, is not graded, does not offer credit, and does not take place in a classroom; it includes competitive interscholastic activities and clubs.

The Superintendent must approve an activity in order for it to be considered a District-sponsored extracurricular or co-curricular activity, using the following criteria:

1. The activity will contribute to the leadership skills, social well-being, self-realization, good citizenship, or general growth of student-participants.
2. Fees assessed students are reasonable and do not exceed the actual cost of operation.
3. The District has sufficient financial resources for the activity.
4. Requests from students.
5. The activity will be supervised by a school-approved sponsor.

Non-school sponsored student groups are governed by School Board policy, 7:330 Student Use of Buildings - Equal Access

Academic Criteria for Participation

For students in kindergarten through 8th grade, selection of members or participants is at the discretion of the teachers, sponsors, or coaches, provided that the selection criteria conform to the District's policies. Students must satisfy all academic standards and must comply with the activity's rules and the student conduct code.

For high school students, selection of members or participants is at the discretion of teachers, sponsors, or coaches, provided selection criteria conform to the district's policies. In order to be eligible to participate in any school-sponsored athletic activity, a student must satisfy Putnam County High School's scholastic standing requirements and may not be failing more than one academic class. Any student failing to meet these academic criteria shall be suspended from the activity for 7 days or until the specific academic criteria are met, whichever is longer.

Grades are checked each week during the season. To be eligible to participate in extracurricular activities, a student must be doing passing work in 5, 5 of 6, or 6 of 7 courses.

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LEGAL REF.: 105 ILCS 5/10-20.30 and 5/24-24.

CROSS REF.: 4:170 (Safety), 17: (Equal Educational Opportunities), 7:40 (Nonpublic School Students, Including Parochial and Home-Schooled Students), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:300 (Extracurricular Athletics), 7:330 (Student Use of Buildings - Equal Access); 8:20 (Community Use of School Facilities)

ADOPTED: [April 25, 2011](#)

Comment [AKL1]: Following its 5-year review, the policy is changed only by the addition of a cross reference.

The academic criteria section is required for districts having a high school. However, all districts should review that section of the policy to determine if it reflects current district practice.

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Instruction

Bring Your Own Technology (BYOT) Program: Responsible Use and Conduct ¹⁾

The Superintendent or designee shall establish a Bring Your Own Technology (BYOT) Program. The program will:

1. Promote educational excellence by facilitating ~~use~~ sharing, innovation, and communication to enhance (a) technology use ~~skills~~; web-literacy and critical thinking skills about Internet resources and materials, ~~utilizing~~ making wise choices; and (c) habits for responsible digital citizenship required in ~~the~~ 21st century³
2. Provide sufficient wireless infrastructure with ~~budget~~ parameters⁴.
3. Provide access to the Internet only through the ~~district's~~ electronic networks⁵.
4. Identify approved BYOT devices and what District ~~owned~~ technology devices may be available; e.g., laptops, tablet devices, E-readers⁶ or smartphones.
5. Align with Board policies 4:140 Waiver of Student Fees⁵; 5:125 Personal Technology and Social Media; Usage and Conduct³; 6:170, Copyright⁶; 6:120, Education of Children with Disabilities⁷; 6:235, Access to Electronic Networks⁷; 7:140, Search and Seizure⁷; 7:180,

Comment [AKL1]: This policy is optional. Before adopting a BYOT policy and implementing a BYOT program, school officials should consider how a BYOT policy and program fit into the district's mission statement for instruction.

Please refer to the footnotes for the policy and to the Update Memo for additional information about this topic.

The footnotes are included here for informational purposes only. They are not intended to be part of the policy and will be removed if the policy is adopted.

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The footnotes are not intended to be part of the ~~policy~~ policy; they should be removed before the ~~policy~~ policy is adopted.

¹ This policy is optional. It concerns an area in which the law is unsettled. This policy contains ~~terms~~ on which collective bargaining may be required. Any ~~policy~~ policy that impacts upon wages, hours, and terms and ~~conditions~~ of employment, is subject to collective bargaining ~~request~~ by the employee representative, even ~~if~~ if the policy involves an inherent managerial right. Consult the board ~~attorney~~ and the district's information technology ~~division~~ (s) for advice to create a legally sound program that fits your ~~district's~~ mission statement for instruction.

² Customize paragraphs 1-8 to reflect the how ~~the program~~ program will align with the board's mission statement ~~for~~ instruction and goals for its program.

³ 105 ILCS 5/27-13.3 and 47 C.F.R. § 54.520(c)(1) ~~require~~ require Internet safety instruction. See f/n #146⁶60, Curriculum Content for more discussion.

⁴ District may want to consider ~~guest~~ networks similar to what hotels and other service ~~industries~~ industries provide to their customers. This can protect a district's network ~~from~~ from malicious software, which is discussed in f/n #5⁶5.

⁵ Care must be taken to comply with the Children's Internet Protection Act (CIPA), 47 U.S.C. §254. CIPA ~~requires~~ requires the district to provide content filters, blocking ~~lists~~ district monitoring of Internet website ~~traffic~~ traffic patterns of usage that could indicate inappropriate network usage. While ~~the program~~ program using district-owned technology devices ~~is always~~ always subject to the district's electronic network rules, a BYOT ~~program~~ program creates the possibility for students to ~~bypass~~ bypass the district's electronic network and access the Internet through their ~~own~~ wireless providers' signals. This ~~bypass~~ bypass complicates a district's duty under CIPA.

Consult the board attorney about managing CIPA ~~compliance~~ compliance issues in the context of a BYOT program. ~~The sample~~ sample policy is conservative, and it requires that CIPA ~~govern~~ govern the use of any BYOT device's Internet ~~access~~ access while the device is at school. If the board will allow a ~~student~~ student to bypass the district's electronic network ~~and~~ and his or her wireless providers' signals, consult the board attorney.

Care must also be taken to reduce the electronic ~~network's~~ network's vulnerability to malicious viruses and ~~malware~~ malware. Malicious viruses and malware are increasingly being targeted ~~to~~ to smartphone users. This is evidenced by the ~~recent~~ recent Federal Trade Commission's (FTC) recent filings of lawsuits ~~around~~ around the country accusing companies of ordering ~~or~~ or arranging the sending of hundreds of millions of spam text ~~messages~~ messages to mobile phone users. The district may ~~want to~~ want to require students to ensure their BYOT devices contain an anti-virus ~~and~~ and anti-malware software product. While many of ~~these~~ these software products are free, some are not. Requiring all BYOT ~~devices~~ devices to have this type of software presents ~~issues~~ issues between students because it may require parents/guardians ~~and~~ and funds to participate (see the discussion in #6 below).

Preventing Bullying, Intimidation, and Harassment 7:190, Student Discipline and 7:340, Student Records

- 6. Provide relevant staff members with BYOT professional development opportunities, including the provision of:
 - a. Classroom management information about issues associated with the program, e.g., technical support, responsible use, etc.;
 - b. A copy of or access to this policy and any building-specific rules for the program;
 - c. Additional training, if necessary, about 5:120 Copyright and
 - d. Information concerning appropriate behavior of staff members as required by State law and policy 5:120 Ethics and Conduct
- 7. Provide a method to inform parents/guardians and students about this policy.

Comment [AKL2]:
 Option – The board may choose to replace this list with the following sentence:
 Align with established board policies.
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The footnotes are not intended to be part of the final policy; they should be removed before the policy is adopted.

6 A BYOT program must continue to follow established policies. Boards may use this alternative, "Align with established Board policies."

Managing the following issues may require a consultation with the board attorney:

- 1. 4:140, Waiver of Student Fees requires examination because most BYOT programs require parents/guardians to spend funds to participate. 105 ILCS 5/10-204 requires districts, at a minimum, to waive charges for textbooks and other fees for children whose families are unable to afford them. See also policy 6:210, Instructional Materials stating that district classrooms and learning centers should be equipped with an evenly-proportioned, wide assortment of instructional materials, including textbooks, workbooks, audio visual materials, and electronic materials.
- 2. Management issues concerning 5:120 Personal Technology and Social Media; Usage and Control and 5:170, Copyright are discussed in f/n #s 7 & 8 below.
- 3. 6:120, Education of Children with Disabilities requires consideration for students with disabilities when integrating any technology programs into the educational environment. As with district-provided devices (often referred to as 1:1 technology programs) devices must be accessible to students with disabilities, including those who are blind, have low vision or a disability that affects their ability to accept information. The use of mobile devices that do not allow a student with a disability to access the instructional materials would be a violation of the student's rights under the Individuals With Disabilities Education Act (IDEA).
- 4. 6:235, Access to Electronic Networks is discussed in f/n #5 above.
- 5. 7:140, Search and Seizure still applies in a BYOT program. The Fourth Amendment protects individuals from searches only when the person has a legitimate expectation of privacy. However, 105 ILCS 5/10-62(a) allows school officials to inspect the personal effects left by a student on property owned or controlled by the school, e.g., lockers, desks, and parking lots. Cases suggest that to search a student's possessions in the locker, school officials need individualized suspicion of wrongdoing. Many of the issues re: the use of electronic devices that are discussed in 7:190-216, Guidelines for Investigating Sexting Allegations will apply to investigations involving BYOT devices. To minimize mediating with law enforcement for parents/guardians about confiscated devices, districts should distinguish whether they are acting on their own initiative or need to contact law enforcement. See f/n's in policy 7:140 Search and Seizure and the policy's Seizure of Property subhead.
- 6. 7:180, Preventing Bullying, Intimidation, and Harassment and 7:190, Student Discipline present similar issues to # 3 & 4 above. Students must be aware of traditional expectations for appropriate behavior and the consequences for inappropriate behavior, apply BYOT program.
- 7. See 7:340 Student Records. The law is not clear whether materials created by students participating in a BYOT program through a district's network access school student records

7 See f/n # 1 above re: collective bargaining. Moving forward without properly training educators to manage BYOT issues may create pedagogical problems. One option is to incorporate it into the training required during the in-service on educator ethics, teacher-student conduct and school employee-student conduct required by board policy 5:120, Ethics and Conduct. Many issues involved in BYOT programs intersect with maintenance of appropriate behavior and policy 5:125, Personal Technology and Social Media; Usage and Control

8 23 Ill. Admin. Code §22.20 and 105 ILCS 5/21-23, added by P.A. 97-8, repealed, added and renumbered as 105 ILCS 5/21B-75 by P.A. 97-607.

8. Include the program in the annual report to the Board required under policy 6:10, Education Philosophy and Objectives

The District reserves the right to discontinue the BYOT program at any time. The District does not provide liability protection for BYOT devices, and is not responsible for any damages to them.

Responsible Use

The District recognizes students participating in the program as responsible young adults and holds high expectations of their conduct in connection with their participation in the program. Teachers may encourage students to bring their own devices as supplemental in-class materials when: (a) using the devices will appropriately enhance, or otherwise illustrate, the subjects being taught; (b) the Building Principal has approved their use and found that their use is age-appropriate; and (c) the student's parent/guardian has signed Bring Your Own Technology (BYOT) Program Participation Authorization and Responsible Use Agreement. For student's right to privacy in his or her device is limited; any reasonable suspicion of activities that violate law or Board policies will be treated according to policy 7:140 Search and Seizure

Responsible use in the program incorporates into its policy the individual's Acceptable Use of Electronic Networks agreement pursuant to policy 6:235 Access to Electronic Networks. Responsible use also incorporates the established usage and conduct rules in policy 5:125 Social Media and Personal Technology; Usage and Conduct for staff and 7:190 Student Discipline for students. Failure to follow these rules and the specific BYOT program student guidelines may result in: (a) the loss of access to the District's electronic network and/or student's BYOT privileges; (b) disciplinary action pursuant to 7:190 Student Discipline 7:200, Suspension Procedures or 7:210, Expulsion Procedures and/or (c) appropriate legal action, including referrals of suspected or alleged criminal acts to appropriate law enforcement agencies.

LEGAL REF.: Children's Internet Protection Act (CIPA), 47 U.S.C. §254(h) and (l).
 Enhancing Education Through Technology Act, 2002, §6751 et seq.
 47 C.F.R. Part 54, Subpart F, Universal Service Support for Schools and Libraries.
 Children's Online Privacy Protection Act (COPPA), U.S.C. §§6501-6508.
 16 C.F.R. Part 312, Children's Online Privacy Protection Rule.
 105 ILCS 5/28.

CROSS REF.: 1:30 (School District Philosophy), 4:10 (Waiver of Student Fees), 5:120 (Ethics and Conduct), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:170 (Copyright), 6:120 (Education of Children with Disabilities), 7:140 (Search and Seizure), 7:180 (Preventing Bully Intimidation, and Harassment), 6:10 (Educational Philosophy and Objectives), 6:40 (Curriculum Development), 6:210 (Instructional Materials), 6:235 Access to Electronic Networks), 7:190 (Student Discipline)

The footnotes are not intended to be part of the final policy; they should be removed before the policy is adopted.

9 This section provides general guidelines. A BYOT program will require a parent/guardian authorization to participate in it and specific guidelines for students. See 6:220-E1, Authorization to Participate in Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct 6:220-E2, Bring Your Own Technology (BYOT) Program Student Guidelines and 6:235-E5, Children's Online Privacy Protection Act. See f/n #s 7 & 8 above re: teachers' guidelines. Application of additional guidelines for teachers may have collective bargaining implications (see f/n #1).

DRAFT UPDATE

Instruction

Field Trips and Recreational Class Trips

Field trips are permissible when the experiences are part of the school curriculum and/or contribute to the District's educational objectives.

All field trips must have the Superintendent or designee's prior approval. The Superintendent or designee shall analyze the following factors to determine whether to approve a field trip: educational value, student safety, parent concerns, height and weight restrictions, security alerts, and liability concerns. On all field trips, a bus fee set by the Superintendent or designee may be charged to help defray the transportation costs.

Parents/guardians of students: (1) shall be given an opportunity to consent to their child's participation in any field trip, and (2) are responsible for all entrance fees, food, lodging, or other costs, except that the District will pay such costs for students who qualify for free or reduced school lunches. All non-participating students shall be provided an alternative experience. Any field trip may be cancelled without notice due to an unforeseen event or condition.

Privately arranged trips, including those led by District staff members, shall not be represented as or construed to be sponsored by the District or school. The District does not provide liability protection for privately arranged trips and is not responsible for any damages arising from them.

Recreational Class Trips

Recreational class trips are permissible provided they do not interfere with the District's educational goals. The provisions in this policy concerning field trips are also applicable to recreational class trips, except those regarding educational value.

LEGAL REF.: 105 ILCS 5/29-3.1.

CROSS REF.: 6:10 (Educational Philosophy and Objectives), 7:270 (Administering Medicines to Students)

ADOPTED: December 21, 2009

This paragraph is optional. It seeks to distinguish privately arranged trips from those that are controlled and sponsored by the district and provides a disclaimer.
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Students

Student Discipline

Prohibited Student Conduct

The school administration is authorized to discipline students for gross disobedience or misconduct, including but not limited to:

1. Using, possessing, distributing, purchasing, displaying, or using tobacco materials.
2. Using, possessing, distributing, purchasing, displaying, or using alcoholic beverages. Students who are under the influence of an alcoholic beverage are not permitted to attend school or school functions and are treated as though they had alcohol in their possession.
3. Using, possessing, distributing, purchasing, displaying, or using:
 - a. Any illegal drug, controlled substance, or cannabinoid (including marijuana and hashish).
 - b. Any anabolic steroid unless being administered in accordance with a physician's or licensed practitioner's prescription.
 - c. Any performance-enhancing substance on the Illinois High School Association's most current banned substance list unless administered in accordance with a physician's or licensed practitioner's prescription.
 - d. Any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician's or licensed practitioner's instructions.
 - e. Any inhalant, regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be, capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system. The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications.
 - f. "Look-alike" or counterfeit drugs, including a substance not containing an illegal drug or controlled substance, but one: (a) that a student believes to be, or represents to be, an illegal drug or controlled substance; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug or controlled substance.
 - g. Drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances.

Students who are under the influence of any prohibited substance are not permitted to attend school or school functions and are treated as though they had the prohibited substance, as applicable, in their possession.

4. Using, possessing, controlling, or transferring a weapon in violation of the "weapons" section of this policy.
5. Using or possessing an electronic paging device, a cellular telephone, video recording device, personal digital assistant (PDA), or other electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student

State and federal law have not yet addressed electronic cigarettes. An electronic e-cigarette resembles a regular cigarette. It contains a battery-operated heating element that turns a liquid into a mist for inhaling. The liquid may contain nicotine.

OPTION:
The board may substitute the following alternative sentence to prohibit electronic cigarettes:

Using, possessing, distributing, purchasing, or selling tobacco materials or electronic cigarettes.

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conduct rules. Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device, or cellular phone. Unless otherwise banned under this policy or by Building Principal, all electronic devices must be kept powered-off and out-of-sight during the regular school day unless: (a) the supervising teacher grants permission; (b) use of device is provided in a student's individualized education program (IEP); or (c) needed in an emergency that threatens the safety of students, staff, or other individuals.

6. Using or possessing a laser pointer unless under staff member's direct supervision and in the context of instruction.
7. Disobeying rules of student conduct or directives of staff members or school officials. Examples of disobeying staff directives include using a District staff member's request to stop, present school identification, or submit to search.
8. Engaging in academic dishonesty, including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, and wrongfully obtaining test copies or scores.
9. Engaging in hazing or any kind of bullying or aggressive behavior that does physical or psychological harm to a staff person or another student, or urging other students to engage in such conduct. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying using a school computer or a school computer network, or other comparable conduct.
10. Causing or attempting to cause damage to, or stealing or attempting to steal, school property or another person's personal property.
11. Being absent without a recognized excuse; State and School Board policy regarding truancy control will be used with chronic and habitual truants.
12. Being involved with any public school fraternity, sorority, or secret society, by: (a) being a member; (b) promising to join; (c) pledging to become a member; or (d) soliciting any other person to join, promise to join, or be pledged to become a member.
13. Being involved in gangs or gang-related activities, including displaying gang symbols or paraphernalia.
14. Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, and hazing.
15. Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties, employment status or status as a student inside the school.
16. Engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or academic function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted

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intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

For purposes of this policy, the term “possession” includes having control, custody, or care, current or in the past, of an object or substance, including situations in which the item is: (a) on the student person; (b) contained in another item belonging to or under the control of, the student, such as a student’s clothing, backpack, or automobile; (c) in a school’s student locker, desk, or other school property; or (d) at any location on school property at a school-sponsored event.

Efforts, including the use of early intervention and progressive discipline, shall be made to deter students, while at school or a school-related event, from engaging in aggressive behavior that may reasonably produce physical or psychological harm to someone else. The Superintendent or designee shall ensure that the parent/guardian of a student who engages in aggressive behavior is notified of the incident. The failure to provide such notification does not limit the Board’s authority to impose discipline, including suspension or expulsion, for such behavior.

No disciplinary action shall be taken against a student that is based totally or in part on the refusal of the student’s parent/guardian to administer or consent to the administration of psychotropic or psychostimulant medication to the student.

The grounds for disciplinary action, including those described more thoroughly later in this policy, apply whenever the student’s conduct is reasonably related to school or school activities, including but not limited to:

1. On, or within sight of, school grounds before, during or after school hours or at any time;
2. Off school grounds at a school-sponsored activity or event, or any activity or event that bears a reasonable relationship to school;
3. Traveling to or from school or a school activity, function, or event; or
4. Anywhere, if the conduct interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to be (a) a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

Disciplinary Measures

Disciplinary measures may include:

1. Disciplinary conference.
2. Withholding of privileges.
3. Seizure of contraband.
4. Suspension from school and all school activities for up to 10 days, provided that appropriate procedures are followed. A suspended student is prohibited from being on school grounds.
5. Suspension of bus riding privileges, provided that appropriate procedures are followed.
6. Expulsion from school and all school-sponsored activities and events for a definite time period not to exceed 2 calendar years, provided that appropriate procedures are followed. An expelled student is prohibited from being on school grounds.
7. Notifying juvenile authorities or other law enforcement whenever the conduct involves illegal drugs (controlled substances), “look-alikes,” alcohol, or weapons.
8. Notifying parents/guardians.

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9. Temporary removal from the classroom.
10. In-school suspension for a period not to exceed ~~10~~ ³⁰ days. The Building Principal or designee shall ensure that the student is properly supervised.
11. After-school study or Saturday study provided ~~the~~ ^{the student's} parent/guardian has been notified. If transportation arrangements cannot ~~be~~ ^{be agreed upon,} an alternative disciplinary measure must be used. The student must be supervised by the detaining teacher or the Building Principal or designee.
12. Community service with local public and non-profit agencies that enhances community efforts to meet human, educational, environmental, or public safety needs. The District will not provide transportation. School administration shall use this option only as an alternative to another disciplinary measure giving the student or parent/guardian the choice.

A student who is subject to a suspension in excess of 20 school days or an expulsion may be immediately transferred to an alternative program ~~if the student is expelled or otherwise qualifies for the transfer under State law. The transfer shall be~~ in the manner provided in Article 13A or 13B of the School Code.

Corporal punishment is prohibited. Corporal punishment is defined as slapping, paddling, or prolonged maintenance of students in physically inflexible positions, or intentional infliction of bodily harm. Corporal punishment does not include reasonable force as needed to maintain safety for students, staff, or other persons, or for the purpose of self-defense or defense of property.

Weapons

A student who uses, possesses, controls, or transfers a weapon, or any other object that can reasonably be considered, or looks like, a weapon shall be expelled for at least one calendar year, but no more than 2 calendar years. The Superintendent may modify the expulsion period and the Board may modify the Superintendent's determination, on a case-by-case basis. A "weapon" means possession, use, control, or transfer of: (1) a gun, rifle, shotgun, a weapon as defined by Section 921 of Title 18, United States Code, firearm as defined in Section 1.1 of the Firearm Owners Identification Act, or use of a weapon as defined in Section 24-1 of the Criminal Code; (2) any other object if used or attempted to be used to cause bodily harm, including but not limited to, knives, brass knuckles, billy clubs; or (3) "look-alikes" of any weapon as defined above. Any item, such as a baseball bat, pipe, bottle, lock, stick, pencil sharpener, is considered to be a weapon if used or attempted to be used to cause bodily harm. Superintendent or designee may grant an exception to this policy, upon the prior request of an adult supervisor, for students in theatre, cooking, ROTC, martial arts, and similar programs, whether or school-sponsored, provided the item is not equipped, nor intended, to do bodily harm.

Required Notices

A school staff member shall immediately notify the office of the Building Principal in the event that he or she: (1) observes any person in possession of a firearm on or around school grounds; however, such action may be delayed if immediate notice would endanger students under his or her supervision, (2) observes or has reason to suspect that any person on school grounds is or was involved in a drug-related incident, or (3) observes a battery committed against any staff member. Upon receiving such a report, the Building Principal or designee shall immediately notify the local law enforcement agency, State Police, and any involved student's parent/guardian. "School grounds" includes modes of transportation to school and any public way within 1000 feet of the school, as well as school property itself.

The policy provision on transfer to an alternative program is clarified. Subsection 10-22(b) uses the phrase "is suspended in excess of 20 school days" even though such a suspension should be treated as an expulsion. For more information please see the Update Memo.

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Delegation of Authority

Each teacher, and any other school personnel who are under his or her charge, is authorized to impose any disciplinary measure, other than suspension, expulsion, corporal punishment or in-school suspension, that is appropriate and in accordance with the policies and rules on student discipline. Teachers, other certificated educational employees, and other persons providing a related service for or with respect to a student, may use reasonable force as needed to maintain safety for other students, school personnel, or other persons for the purpose of self-defense or defense of property. Teachers may temporarily remove students from a classroom for disruptive behavior.

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

Student Handbook

The Superintendent, with input from the parent advisory committee, shall prepare disciplinary rules implementing the District's disciplinary policies. These disciplinary rules shall be presented annually to the Board for its review and approval.

A student handbook, including the District disciplinary policies and rules, shall be distributed to the students' parents/guardians within 15 days of the beginning of the school year or a student's enrollment.

LEGAL REF.: Gun-Free Schools Act, 20 U.S.C. § 7151c;
Pro-Children Act of 1994, 20 U.S.C. §6081.
105 ILCS 5/10-20.5b, 5/10-20.14, 5/10-20.28, 5/10-21.7, 5/10-21.10,
5/10-22.6, 5/10-27.1A, 5/10-27.1B, 5/24-24, 5/26-27-23.7, and 5/31-3.
23 Ill.Admin.Code §1.280.

CROSS REF.: 2:240 (Board Policy Development), 5:210 (Maintaining Student Discipline),
6:110 (Programs for Students At Risk of Academic Failure and/or Dropping Out
of School and Graduation Incentives Program), 7:170 (Attendance and Truancy),
7:130 (Student Rights and Responsibilities), 7:140 (Search and Seizure), 7:150
(Agency and Police Interviews), 7:160 (Student Appearance), 7:170
(Vandalism), 7:180 (Preventing Bullying, Intimidation, and Harassment), 7:200
(Suspension Procedures), 7:210 (Expulsion Procedures), 7:220 (Bus Conduct),
7:230 (Misconduct by Students with Disabilities), 7:240 (Conduct Code for
Participants in Extracurricular Activities), 7:270 (Administering Medicines to
Students), 7:310 (Restrictions on Publications and Conduct on School Property)

ADOPTED: [March 19, 2012](#)

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Students

Student Athlete Concussions and Head Injuries

The Superintendent or designee shall develop and implement a program to manage concussions and head injuries suffered by student athletes. The program shall:

1. Comply with the concussion protocols, policies, and laws of the Illinois High School Association, including its Protocol for NFHS Concussion Playing Rules and its Return to Play Policy. These specifically require that:
 - a. A student athlete who exhibits signs, symptoms, behaviors consistent with a concussion in a practice or game shall be removed from participation or competition at that time.
 - b. A student athlete who has been removed from an interscholastic contest for a possible concussion or head injury may not return to that contest unless cleared to do so by a physician licensed to practice medicine in all branches in Illinois or a certified athletic trainer.
 - c. If not cleared to return to that contest, a student athlete may not return to play or practice until the student athlete has provided his or her parent/guardian with written clearance from a physician licensed to practice medicine in all branches in Illinois or a certified athletic trainer working in conjunction with a physician licensed to practice medicine in all its branches in Illinois.
2. Inform student athletes and their parents/guardians about this policy in the Agreement to Participate or other written instrument that a student athlete and his or her parent/guardian must sign before the student is allowed to participate in a practice or interscholastic competition.
3. Provide coaches and student athletes and their parents/guardians with educational materials from the Illinois High School Association regarding the nature and risk of concussions and head injuries, including the risks inherent in continuing to play after a concussion or head injury.
4. Include a requirement for staff members to notify the parent/guardian of a student who exhibits symptoms consistent with that of a concussion.

LEGAL REF.: 105 ILCS 5/10-263.54

CROSS REF.: 4:170 (Safety), 7:300 (Extracurricular Athletics)

ADOPTED: [December 10, 2011](#)

Comment [AKL1]: Legal Reference is updated.

Issue 81, March 2013



Hillmann Pediatric Therapy, P.C.

815 N. Larkin Ave.
Suite 100
Joliet, IL 60435
(815) 730-1800
Fax: (815) 730-1835

941 Sixth Street
LaSalle, IL. 61301
(815) 224-3261
Fax: (815) 224-4512

1715 DeKalb Ave.
Suite #125
Sycamore, IL 60178
(815) 991-5760
Fax: (815) 991-5766

Mr. Jay McCracken
Putnam CCUD 535
P.O.Box 607
Granville, IL 61326

March 20th, 2013

Dear Mr. McCracken,

As we close in on the end of the 2012-2013 school year, I would like to take this opportunity to thank you for your business. Your confidence in our company as your Occupational and Physical Therapy service providers is important to us and greatly appreciated. We know the current economy continues to impact all of the school districts we serve, and we will continue to do our best to provide you with educationally appropriate and effective services.

To look forward, it is time for us to plan our caseloads for the 2013-2014 school year. Enclosed you will find two copies of our contract for signature. We have not changed any of the language within the contract, and have only included a very small increase. We look forward to returning to your district in the upcoming school year to work with the students, staff and families that require our support. Our commitment is to provide districts we serve with well trained, experienced therapists and reliable, quality services.

Please sign and return one copy of the contract to our Joliet Office:

Hillmann Pediatric Therapy
815 N. Larkin – Suite 100
Joliet, IL 60435

If you have any questions or concerns, don't hesitate to contact me.

Sincerely,

Brenda Hillmann, PT
President



Hillmann Pediatric Therapy, P.C.

815 N. Larkin Ave.
Suite 100
Joliet, IL 60435
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Professional Service Agreement

Between

Hillmann Pediatric Therapy

And

Putnam County Community Unit District 535

- 1) This Professional Services Agreement (“Agreement”) is made by and between Hillmann Pediatric Therapy, (“Hillmann”), and Putnam County Community Unit District 535, (“Client”). It is anticipated that Hillmann will involve their own employees, agents or contractors in performing this Agreement.
- 2) **Independent Contractor Relationship.** This Agreement establishes an independent contractor relationship between Hillmann and the Client (hereinafter referred to collectively as “the Parties”) and all of the terms and conditions of this Agreement shall be interpreted in light of that relationship. Hillmann agrees to furnish professional services as provided in this Agreement as an independent contractor using Hillmann’s own means and methods. There is no intention to create by this Agreement an employer-employee or agency relationship between Hillmann’s personnel and the Client. This Agreement does not authorize Hillmann to perform any services that would cause Hillmann or its employees to be considered employees or nonemployee agents of the Client for tax, employment, liability, or other purposes. Hillmann acknowledges and agrees that Hillmann and its personnel will not be eligible for and will not receive any of the benefits provided by the Client to the Client’s employees. Hillmann is not, and shall not hold itself out to be, vested with any power or right to bind the Client contractually or to act on behalf of the Client as its contacting broker, agent, or otherwise.
- 3) **Criminal Background Check.** Any individual representing Hillmann, working on school premises or with Client’s students shall submit to a criminal history records check with the Illinois State Police and Federal Bureau of Investigation. The cost of background checks shall be paid by Hillmann.
- 4) **Term.** The term of this Agreement shall take effect August 1, 2013 and shall continue through July 31, 2014 or until the Agreement is terminated in accordance with its terms. An Agreement for the 2014-2015 school year will be received by the Client prior to March 1, 2014 which must be returned to Hillmann prior to May 1, 2014 to assure continuation of service.
- 5) **Services.** The objective of this Agreement is for Hillmann to provide sufficient Occupational Therapy and Physical Therapy services for the Client’s students, so that the Client may fulfill its responsibility to provide a free, appropriate public education to its students, as required by IDEIA, 20 U.S.C. 1400 et seq. The obligations of Hillmann identified in this Agreement are collectively referred to as “Services”. Those Services include:

The provision of Occupational Therapists and Assistants and Physical Therapists and Assistants who are properly licensed to provide occupational and physical therapy in Illinois' public schools and are otherwise determined to be qualified to provide occupational or physical therapy in public schools, and are familiar with the responsibilities of supportive services as that term is used in IDEIA and under Illinois law regarding the provision of special education.

- a) Prepare for and participate in IEP meetings;
 - b) Provision of direct and consultative OT services and PT services, as stated in students' IEP's;
 - c) Student evaluations to determine possible eligibility for OT and PT, as requested through the Client's referral process.
 - d) Providing ongoing consultation and collaboration with school staff and parents;
 - e) Availability to assist in the Client's RTI process as requested;
 - f) Recommending training to Client and providing teacher/staff training as requested;
 - g) Daily documentation and data collection related to the provision of OT and PT, including completion of Medicaid logs;
 - h) Attendance at student team meetings as requested;
 - i) Facilitation of student equipment needs.
- 6) Hillmann will provide the following supports to Hillmann personnel assigned to the Client with no separate charge to the Client. These supports were taken into consideration and incorporated into the hourly rate set for Service.
- a) Management of the referral process for OT and PT, in consultation with the Client;
 - b) Monitoring of the delivery of appropriate therapy as stated in students' IEP's;
 - c) Monitoring and management of caseloads of Hillmann personnel, in consultation with the Client;
 - d) Verification of the Client's administration regarding the needs of the Client's students that are addressed by OT and PT;
 - e) Providing ongoing support, training, mentorship and management of Hillmann personnel in the performance of the Services.
 - f) Support to Hillmann personnel assigned to the Client in communication and clerical tasks desirable and necessary to the performance of the Services identified in this Agreement.
- 7) The Client will provide appropriate treatment and work space for the use of Hillmann personnel on school district premises.
- 8) **Staffing levels.** Hillmann will provide adequate Occupational and Physical Therapy service hours to meet aforesaid IEP and support obligations.
- 9) **Fees.** The cost billed to the Client is \$ 67.00 per hour of OT/PT services. Mileage incurred by Hillmann personnel in the performance of the work identified to this Agreement, will be the responsibility of Hillmann.
- 10) **Billing.** Billing will be handled on a monthly basis, with each bill received by the Client's Business Office on or before the 15th of each month for Services rendered the previous month. Payment is required within 45 days of receipt.

Bills will be itemized, reporting each named therapist, the days actually worked by the therapist, and the hours worked. The appropriate documentation to support the bill will be determined by the Client in collaboration with Hillman.

Hillmann will not bill insurance companies or any other parties for any Services. Client shall pay Hillmann Pediatric Therapy directly by check and shall send such payments to:

Hillmann Pediatric Therapy
815 N Larkin Ave., Suite 100
Joliet, IL 60435

11) **Termination.** This Agreement may be terminated by either party by providing 45 days written notice of termination.

Hillmann will provide an invoice for any outstanding billing and final payment within (14) days from the effective date of termination. Client shall pay the final invoice within (45) days of receipt of the same.

12) **Indemnification.** The Client hereby agrees to defend, indemnify and hold harmless Hillmann, its agents and employees, and each and every one of them, from and against all suits, costs, claims, expenses, liability and judgments of every kind and description actually and reasonably incurred, whether threatened, pending, or completed, including claims, suits, costs, expenses and judgments of officers, agents, and employees of the Client, and from and against all damages and expenses to which Hillmann may be subjected by reason of the actions of the Client's officers, agents and employees.

Hillmann hereby agrees to defend, indemnify and hold harmless the Client, its agents and employees, its officers, agents, and Board members and each and every one of them, from and against all suits, costs, claims, expenses, liability and judgments of every kind and description actually and reasonably incurred, whether threatened, pending, or completed, including claims, suits, costs, expenses and judgments of officers, agents and employees of Hillmann, and from and against all damages and expenses to which the Client may be subjected by reason of the actions or inaction of Hillmann, its employees, or agents pursuant to the performance of this Agreement.

13) **Non-Compete Agreement.** For a period of (12) months following the expiration or termination of the Agreement for any reason, at the option of either party, the Client will not hire any employees of Hillmann Pediatric Therapy and will not directly or indirectly solicit, induce, recruit, or encourage any Hillmann Pediatric Therapy employees to leave its employment, either on behalf of the Client or for any other person or entity.

14) **Complete Agreement.** This Agreement represents the entire Agreement of the Parties hereto and no other warranties, inducements, considerations, promises or interpretations shall be implied or impressed upon this Agreement.

Date: _____

Date: 3/15/13

Administrator
Putnam County Community Unit
District 535

Brenda Hillmann PT
Brenda Hillmann, PT
President

Recommendation to Accept Hillmann Pediatric Therapy Contract

As superintendent, I recommend approval of the Hillmann Pediatric Contract that is included in BoardBook. (Please see details.)

Rationale

Hillmann Pediatric Therapy Services are outstanding, and they have provided services for our students with those needs for a number of years. Their quality of work and services for our students are excellent, and we should continue this arrangement with the noted contract.

District Goal

Maintain strong fiscal responsibility in the Putnam County School District.

2013/2014 SPEECH/LANGUAGE ESTIMATED BILLING (for Budgeting Purposes)

CLINICIAN: KELLY SCHAEFER

SALARY	\$58,790.00
BOARD PAID TRS (9.8901%)	\$5,814.39
BOARD TRS (.58%)	\$374.71
BOARD TRS INSURANCE (.92%+.69%)	\$1,040.13
MEDICARE TAX (1.45%)	\$852.46
GROUP INSURANCE	\$18,872.40
TUITION REIMBURSEMENT (at ISU or NIU prevailing rate)	\$1,800.00
TRAVEL REIMBURSEMENT	\$1,000.00
WORKMAN'S COMP INS	\$148.00
UNEMPLOYMENT COMP INS	\$0.00 *
SUPPLIES/EQUIPMENT	\$1,000.00
INSERVICE (Conf/wkshp expenses)	\$1,000.00
DUES/FEES	\$500.00
INCIDENTAL COSTS RELATED TO SUPERVISION OF SPEECH/LANG SERVICES	\$200.00
TOTAL COST FY13	<u><u>\$91,392.08</u></u>

This billing does not include any allowance for telephone or postage which is to be paid by the local district.

Billing is to occur in August and January with an adjusted billing in June. Payment of billings are due within 30-45 days of receipt of the billing. State personnel reimbursement is to be refunded following the contractual year of service provided as this reimbursement is received by L.E.A.S.E.

*The L.E.A.S.E. Executive Committee has determined that L.E.A.S.E. will no longer pay for unemployment insurance but will assume the responsibility for reimbursement of any claims made by L.E.A.S.E. employees who become eligible for unemployment compensation. You will, therefore, no longer be billed for the cost of unemployment insurance for speech and language pathologists within your regular billings for these services. If, however, a speech and language pathologist does make an unemployment claim subsequent to their employment with L.E.A.S.E., L.E.A.S.E. will pay the claim and subsequently bill your school district for the appropriate share of the claim.

ESTIMATED ANNUAL BILLING	\$45,696.04
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Recommendation to Approve L.E.A.S.E. Speech/Language Contract

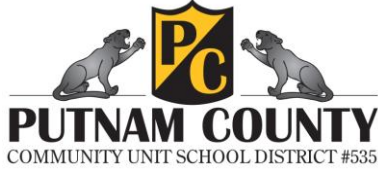
As superintendent, I recommend approval of the L.E.A.S.E. Speech/Language Contract up to 50% level for additional services for the 2013/2014 school year. (Please see the contract that is included in BoardBook.)

Rationale

Our student needs continue to increase, and while our full time speech/language pathologist continues to perform her duties very well, we have experienced the need to hire another speech/language pathologist from L.E.A.S.E. at the 40% level during the past several years. The recommendation from L.E.A.S.E. (our special education cooperative) is to increase their services up to the 50% level, based upon our student needs. Ronda Cross and I have both discussed this with Maria Mignone and representatives from L.E.A.S.E., and I believe their recommendation is sound. The cost may actually be less than indicated, as they may be hiring a new qualified individual for this position.

District Goal

Demonstrate increased academic achievement for all students.



326 S. 5th St.
Hennepin, IL 61327
Michael Olson, Principal
olsonm@putnam.k12.il.us

Putnam County Elementary School

Phone Number 1-815-882-2800 opt 2
Fax Number 1-815-925-7435

March 19, 2013

Summer School 2013 Recommendation: Putnam County Elementary

Summer School Concentration:

Summer School will be a “Jump Start” Program is designed to provide academic support for students who would benefit from the intense instruction provided to reinforce and increase skills and knowledge. The program will be for Students in Grades 3rd-5th and depending on any student who would require it, 6th-8th Grade. The program also provides a smooth transition to the start for the school year. The more intense interventions that students in Grades K-5 can receive will lead to greater success in the later grades.

Dates:

July 29, 2013-August 8, 2013
Monday-Thursday (8 Days)

Schedule:

Monday-Thursday
Student Attendance 8:30-11:30
Teacher duties 8:00-12:00

* Schedule is typically split into 3 or 4 sections depending on total number of students and individual student schedule is based on academic needs.

Academic Concentration:

- Instruction will be focused on improving academic performance in Reading and Math.
- Technology will also be utilized in order to enhance those skills as well.
- Instruction will be based on the individual needs of the students.
- Special Education Students are provided the opportunity have individualized instruction that is targeted to their needs.
- The classroom size will be small to increase the instruction between teacher and student maximize the instructional time.
- Baseline and Post data will be collected on all summer school students.

Number of Students:

-Students will be recommended for Summer School by classroom teachers based on a rubric that takes into account need for extra instruction, willingness to work, and behavior.

-Number of students is usually around 24-28 students in Grades 3-5 and may include some Junior High students based on any needs there- usually 2-4 students.

Average Class Size would be:

3rd Grade= 8-9

4th Grade=8-9

5th Grade = 8-9

6th-8th Will depend on number of students and academic needs. They may be included with 5th Grade or a section of Junior High Students.

Summer School Staff:

- 3 Instructional Positions- One for Grades 3, 4, & 5 (and 6-8 if needed)
- 1 Special Education Position –For Grades 3-5 (and 6-8 if needed)
- 1 Support Staff
- 1 Administrator

Budget:

Monday –Thursday (8 Days)

Position/Supplies	#	Cost	total days	total
Teachers	4 X	\$135.00	X 8	\$4,320.00
Aide	1 X	\$43.00	X 8	\$344.00
Administration	1			\$.00
Supplies		\$10.00	X 8	\$80.00(\$4,744)
Transportation	2 Busses	\$332.00	X8	\$2,656.00(See Note Below)
Total:				\$7,400.00 for PCES & possible PCJH Summer School

Note: Cost of Transportation includes 2 busses per day and transports students to PCPS and PCES, so cost is total for Summer School for both buildings.

EPIC

Planning Session	5 Staff	X 2Hours@\$20.00 /hr.= \$200.00
	(4 Teachers and 1 Aide)	
	1 Administration	= \$.00
Total:		\$ \$200.00

Recommendation to Approve Summer School Proposals

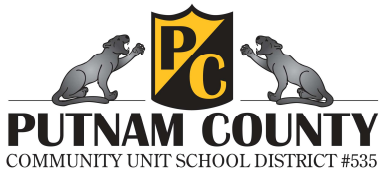
As superintendent, I recommend that we approve the “Jump Start” Summer School Proposals at the primary and elementary schools for the summer of 2013.

Rationale

The attached summer school proposals are within the budgeted amount of \$19,500. The funding source is the Education Fund, and we receive those funds from several sources, including local tax dollars and CPPRT. (Corporate Personal Property Replacement Tax) The need for summer school is demonstrated through local and state assessments.

District Goal

Demonstrate increased academic achievement for all students.



Putnam County Primary School

400 E. Silverspoon Ave.
Granville, IL 61326

Phone Number 1-815-882-2800
Fax Number 1-815-882-2801

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Where all students will learn and succeed and all means ALL
Principal—Mrs. Cross
Secretary—Mrs. Migliorini

3D Contracting
8232 West 47th St.
Lyons, Illinois 60534
Cell Phone 847.489.9844
Fax 847.487.0129
E-mail: cubs3104@comcast.net

February 18, 2013

**Mr. Doug Smith, Maintenance Supervisor
Putnam Community Unit School District #535
Granville, IL 61326**

Dear Doug:

Here is the budget for the asbestos abatement at the Putnam County Elementary School-Hennepin:

Putnam County Elementary School-Hennepin

Abatement of rooms 5A, 5B, Mrs. Schmidt's Office, 4B & 5C (Approximately 3,200 sq. ft.)	\$33,800.00
Air sampling	2,000.00
Background & Clearance (TEM) 13 samples Personal samples (PCM) 80 samples	
Project design	750.00
Onsite project management	5,000.00
Fee & insurance	2,275.00
Electrical hookup	<u>500.00</u>
Total	\$44,825.00

Floor tile replacement	\$12,000.00
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Sincerely



Jim Davis, President

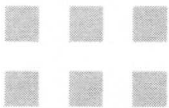
Scope of Work

Work to be performed by 3D Contracting

Jobsite visit to establish work to be completed (abatement & tile replacement)
Establish budget
Develop bidding specifications
Develop Project Design (required by Illinois Department of Public Health (IDPH))
Place advertisement for bids in local paper
Conduct jobsite walkthrough for bidders
Attend bid opening meeting at Putnam County District office
Review bids and recommend awarding contract to lowest responsible bidder
File all notices with IDPH and Illinois EPA
Conduct background air samples
Onsite project management by a licensed (IDPH) Project Manager & Air Sampling Professional
 Onsite daily to assure (IDPH) regulations compliance during abatement
 Conduct daily air monitoring to assure abatement containment integrity
Inform Mr. Jay McCracken and Mr. Doug Smith daily of abatement progress
Complete a finalized report of abatement to be delivered to IDPH and Putnam County Community School District

Work to be performed by Putnam County School District

Select style of floor tile to be replaced
Oversee floor tile replacement



HEALY, BENDER & ASSOCIATES, INC.

A R C H I T E C T S

P L A N N E R S



4040 HELENE AVENUE, NAPERVILLE, IL 60564
630.904.4300

2967 CASCO POINT ROAD, WAYZATA, MN 55391
612.845.4321

www.healybender.com

PRINCIPALS
DAVID A. HEALY
CLIFFORD A. BENDER
DAVID G. PATTON
EDUCATIONAL PLANNER
TED ROZEBOOM

SENIOR ASSOCIATES
SCOTT R. ANDERLE
JACOB A. BEEN
SCOTT A. RIHEL

April 16, 2013

Mr. Jay McCracken, Superintendent
Putnam County CUSD 535
402 East Silverspoon Avenue
Granville, Illinois 61326

Re: 2013 Asbestos Abatement and Flooring Work
Putnam County Elementary School
Hennepin, Illinois
Project No. 3-1913-37

Dear Jay:

At the request of the District, we propose to provide professional architectural/ engineering/ environmental services associated with the abatement of existing carpeting, asbestos containing floor tile and mastic in six classroom areas (approximately 4,000 square feet) at Putnam County Elementary School. The project will also include the installation of new VCT and base flooring materials in the affected areas.

The scope of abatement work is based upon the following:

1. The project shall commence in late June or July 2013.
2. The project shall include one containment area which is to be cleared by transmission electron microscopy (TEM) air sampling.
3. The work shall be completed in nine (9) working days, with one (1) working day for background air sample collection, as required by regulations.
4. The work shall be limited to one 8-hour shift and the work being done during normal business hours (7:00 a.m. - 5:00 p.m.) during regular workdays (Monday - Friday). Holiday and weekend work is excluded.
5. Owner is to remove moveable items from the work area(s) that may inhibit access to the materials being removed prior to the commencement date.
6. Removal work to be performed in accordance with Asbestos Hazardous Emergency Response Act (AHERA) rules governing asbestos in school buildings.

The estimated cost of the abatement work to be performed by an independent licensed contractor ranges from \$34,000 to \$44,000. The estimated cost for new flooring and base materials in the affected areas ranges from \$10,000 to \$12,000. Actual contractor construction costs will be determined during the bidding process.

Professional fees for Architectural Basic Services for this project will be invoiced at 10.0% of construction costs in accordance with our Contract. In addition, Project Management and Air Sampling Services throughout the asbestos abatement process are required by the Illinois Department of Public Health regulations. These services are an Additional Service under the terms of our Contract. We propose to perform these Additional Services for a lump sum fee of \$20,400.

Reimbursable expenses related to printing, handling and distribution of documents in quantity for bidding and permit acquisition will be invoiced at 1.2 times actual costs.

Following is a summary of the estimated costs for the project as described above.

Asbestos Abatement Construction	\$34,000 - \$44,000
New Flooring Work Construction	\$10,000 - \$12,000
Architectural Basic Services	\$ 4,400 - \$5,600
Asbestos Project Management/ Air Sampling Professional	\$20,400
Reimbursable Expenses (estimate)	\$ 2,000
<hr/>	
Total Project Cost	\$70,800 - \$84,000

Please review this proposal and confirm that we are authorized to proceed with the project based upon the above described scope of work and the estimated costs.

As always, should you have any questions regarding this matter, please call.

Very truly yours,

HEALY, BENDER & ASSOCIATES, INC.

David G. Patton, AIA, LEED AP BD+C

Asbestos Abatement at Elementary School

Please note the attached proposals regarding the asbestos abatement and tile replacement at the elementary building. Per the Board request to have Healy, Bender, and Associates, our architects, to complete this project, I have included their proposal. As you will note, their total project cost is projected to be \$70,800-\$84,000. This is considerably more than we had planned to spend on this project.

Just as a point of reference and comparison, I have included the projected budget for the same project from Jim Davis. His projected total is \$56,825.

This is listed as an action item for our Board to discuss at the meeting. We have just received word from the State of Illinois that they will be offering the School Maintenance Grants for up to \$50,000 again this year. As you may recall, Doug Smith and I wrote that grant last year, and we received those funds in the Fall. This would be an excellent way in which to proceed this year, too.

PUTNAM COUNTY CUSD #535
BOARD OF EDUCATION EXECUTIVE SESSION AGENDA
April 22, 2013
6:40 P.M.

- I. Resignations – Terry Warren - 4th Grade Teacher
Lauren VanKeulen – JH Cheer Coach
Coral Albers – HS Cheer Coach
- II. Hire – Kaitlyn Foley – HS Cheerleading
- III. Negotiations Update

114 West Poplar Street
Tonica, Illinois 61370

April 10, 2013

Mr. Jay McCracken, Superintendent of Schools
Putnam County Community Unit School District #535
400 East Silverspoon Avenue
Granville, Illinois 61326

Dear Mr. McCracken:

It is with mixed emotions that I announce my intention to retire following the completion of the current school year. While I initially had planned to teach for two more years, I believe that retiring at this juncture will afford me the opportunity to address some personal and family concerns that would otherwise have to be further postponed.

By retiring now, rather than waiting two years, I will be able to more fully implement activities that may help alleviate some of the back issues that I continue to experience. Being retired will also give me more time to spend with my mother, whose health is in a state of decline. Additionally, deliberations of the Illinois legislature have given me cause to ponder this decision.

I extend my gratitude to you and to the Board of Education for allowing me to serve the students of Putnam County. It has been a rewarding challenge and a privilege to have served as an Illinois public school educator since 1975 and as an educator for this fine district since 1992.

Sincerely,



Terry R. Warren

March 4th, 2013

Mr. Peterson and Mr. Garcia,

I regret to inform you that I must resign from my position as Cheerleading Sponsor of Putnam County HS. Due to family obligations that have arose, my job will no longer give me the freedom I need to continue coaching. I loved coaching this year at Putnam County. Thank you both so much for all of the support. I will truly miss all of the girls.

Sincerely

Coral Albers

To Whom It May Concern:

Due to moving out of the area to attend school, I regretfully must resign as the Junior High cheerleading sponsor. I will still see the season to its end.

Sincerely,

A handwritten signature in cursive script that reads "Lauren VanKeulen". The signature is written in dark ink and includes a long horizontal flourish extending to the right.

Lauren VanKeulen

References:

Angie Kluever

Mentor Teacher

Irving School, Kewanee Illinois

Home Phone: (309) 935-6844

Cell Phone: (309) 945-7143

akluever@kcud229.org

Terri Burnham

Pre-Student Teaching Mentor

St. Paul School, Macomb Illinois

(309) 333-2885

tburnham@stpaulmacomb.com

Pamela Campbell

Professor

Western Illinois University

Horrbain Hall 48 B

Macomb, IL 61455

309-298-1849

PS-Campbell@wiu.edu

Recommendation to Accept Resignations

As superintendent, I recommend accepting with regrets the attached resignations of Lauren VanKeulen as JH cheerleading coach, Coral Albers as high school cheerleading coach and Terry Warren as an elementary school teacher.

Rationale

Mrs. Albers has served our district as cheerleading coach for one year, and Mr. Warren has been a longtime teacher and past administrator in our Putnam County Schools. We honor both individuals for their service by accepting their resignations with regret.

District Goal

Improve communication among all stakeholders in the Putnam County School District and communities.

Winter Sport Coaches
2013-14

Boys Varsity Basketball	Josh Nauman
Boys Sophomore Basketball	Jim Vipond
Boys Freshman Basketball	Brett Crawley
Girls Varsity Basketball	James Barnett
Girls F/S Basketball	Jared Sale
Boys Varsity Wrestling	Jerry Kriewald
Boys F/S Wrestling	Joe Rue
Cheerleading	Kaitlyn Foley
Panteras	Jen Garcia

Recommendation to Hire High School Winter Coaches for 2013/2014 School Year

As superintendent, I recommend hiring the high school winter sports season coaches for the 2013/2014 School Year. (Please see attached list provided by Mr. Peterson.)

Rationale

The coaches listed by Mr. Peterson are returning coaches from this current school year, with the exception of the new cheerleading coach. She was the successful interviewee for the position, and Mr. Peterson has included her resume for your review.

District Goal

Demonstrate increased academic achievement (related to extra curricular sports) for all students.

<p>4.8 Reduction in Force <u>Teachers</u> When the Board decides it is necessary to reduce the number of employees in the District because of decreased enrollment, lack of funds, or other appropriate reasons, the Association shall be notified within three (3) days following official Board of Education approval. The Association President shall be informed of the number of employees not to be reemployed and the particular positions to be eliminated.</p> <p>A tie-breaking procedure will be used in cases of tenured teachers having the same number of years of service in the District. Such procedure will use the following criteria in the order listed.</p>	<p>4.8 Reduction in Force <u>Teachers</u> When the Board decides it is necessary to reduce the number of employees in the District because of decreased enrollment, lack of funds, or other appropriate reasons, the Association shall be notified within three (3) days following official Board of Education approval. The Association President/<u>Co-President</u> shall be informed of the number of employees not to be reemployed and the particular positions to be eliminated. <u>The School Code shall be followed in the event of a teacher reduction-in-force.</u></p> <p>A tie-breaking procedure will be used in cases of tenured teachers having the same number of years of service in the District <u>when seniority is to be a determining factor under The School Code.</u> Such procedure will use the following criteria in the order listed.</p>
<p>4.9 Employee Work Day <u>ESPs</u> C. All full-time employees shall be given a morning and afternoon break of fifteen (15) minutes. Employees must work more than six (6) hours a day to be entitled to the second fifteen (15) minute break. All part-time employees who work at least four (4) hours shall receive one fifteen (15) minute break. D. Part-time employees shall work the number of hours as determined necessary by the Board.</p>	<p>4.9 Employee Work Day <u>ESPs</u> On early dismissal days for Institute/ planning it is expected, as an ESP, that you will stay the full length of your contract time. If you choose, and are given permission to leave at the time the students go, you will be docked that time on your paycheck. (adding this paragraph) D. All full-time employees shall be given a morning and afternoon break of fifteen (15) minutes. Employees must work more than six (6) hours a day to be entitled to the second fifteen (15) minute break. All part-time employees who work at least four (4) hours shall receive one fifteen (15) minute break. (This is the old C) E. Part-time employees shall work the number of hours as determined necessary by the Board. (This is the old D)</p>

4.13 Teacher Evaluation

Teachers

- A. Non-tenured teachers shall be formally evaluated at least twice each school year.
- B. Tenured teachers shall be formally evaluated at least every other year.
- C. For each formal evaluation there shall be:
1. A pre-observation conference to make known the expectations held for the teacher, discuss the mechanics of the entire appraisal process and the forms to be used, and review the format of the follow-up conferences.
 2. A minimum of one teacher classroom observation of not less than twenty (20) minutes.
 3. Post-observation conference shall take place within fifteen (15) school days.
 4. A summative conference will be held prior to the end of the school year.
 5. If the overall rating is “unsatisfactory,” a remediation plan shall be developed.

4.13 Teacher Evaluation

Teachers

- A. Non-tenured teachers shall be ~~formally~~ evaluated at ~~least twice~~ each school year of their probationary teaching service. The evaluation shall, at a minimum consist of three observations, two of which must be formal.
- B. Tenured teachers shall be ~~formally~~ evaluated at least every other year. The evaluation shall, at a minimum consist of two observations, one of which must be formal.
- C. For each formal evaluation there shall be:
1. A pre-observation conference to make known the expectations held for the teacher, discuss the mechanics of the entire appraisal process and the forms to be used, and review the format of the follow-up conferences.
 2. ~~A minimum of one teacher~~ The formal classroom observation must last the entire class period ~~of not less than twenty (20)~~ for a minimum of forty-five (45) minutes.
 3. Post-observation conference shall take place within fifteen (15) school days.
 4. A summative conference will be held prior to the end of the school year.
 5. If the overall rating is “unsatisfactory,” a remediation plan shall be developed.
 6. If the overall rating is “needs improvement,” a professional development plan shall be developed.
 7. A teacher shall not have the right to grieve his or her evaluative rating.

<p>4.14 Holidays <u>ESPs</u></p> <p>All twelve-month full-time employees will receive legal holidays as required by State and Federal statute subject to any waivers received by the school from the State of Illinois. Additionally, the building Principals shall have the right to assign custodians to provide minimum-security functions and emergency work for holidays and weekends. A custodian asked to work the weekend or holiday, who works greater than forty (40) hours that week, shall be paid at a time and a half rate for those hours above forty (40).</p>	<p>4.14 Holidays <u>ESPs</u></p> <p>All twelve-month full-time employees will receive legal holidays as required by State and Federal statue statute, subject to any waivers received by the school from the State of Illinois. <u>Additionally, those employees shall receive Christmas Eve and Good Friday as paid time off.</u> Additionally, The building Principals shall have the right to assign custodians to provide minimum-security functions and emergency work for holidays and weekends. A custodian asked to work the weekend or holiday, who works greater than forty (40) hours that week, shall be paid at a time and a half rate for those hours above forty (40).</p>
<p>5.1 Sick Leave <u>Teachers</u> paragraph 5</p> <p>Sick leave shall be interpreted to mean leave for serious illness or death in the immediate family, birth, adoption, or placement for adoption. Sick leave for birth, adoption or placement for adoption may not exceed thirty (30) days per occurrence. Immediate family shall mean parents, spouse, brothers, sisters, children, step-children, aunts, uncles, grandparents, grandchildren, parents-in-law, step-parents, brothers-in-law, sisters-in-law, sons-in-law, daughters-in-law, legal guardians and legal dependents. Serious illness shall mean illness requiring consultation with a physician or hospital care.</p>	<p>5.1 Sick Leave <u>Teachers</u> paragraph 5</p> <p>Sick leave shall be interpreted to mean leave for serious illness or death in the immediate family, birth, adoption, or placement for adoption. Sick leave for birth, adoption or placement for adoption may not exceed thirty (30) days per occurrence. Immediate family shall mean parents, spouse, brothers, sisters, children, step-children, aunts, uncles, <u>nieces, nephews,</u> grandparents, grandchildren, parents-in-law, step-parents, brothers-in-law, sisters-in-law, sons-in-law, daughters-in-law, legal guardians and legal dependents. Serious illness shall mean illness requiring consultation with a physician or hospital care.</p> <p><u>At the beginning of the seventh paragraph add:</u> <u>Teachers and ESPs</u></p>
<p>6.1 Insurance Benefits <u>Teachers</u></p> <p>For full-time employees the Board will pay 90% of the monthly premium of single enrollments. For employees who participate in the single plus spouse enrollment, the Board will contribute ninety percent (90%) of the single rate, plus an additional \$3,000 annually. For employees who participate in the single plus children enrollment, the Board will contribute 90 % of the single rate, plus an additional \$2,000 annually. The Board will contribute 90% of the single rate, plus an additional \$5,000 annually for those employees who participate in the family enrollment. The Board will continue to pay sixty-five percent (65%) of the premiums for the optional dental</p>	<p>6.1 Insurance Benefits <u>Teachers</u></p> <p>For full-time employees the Board will pay <u>up to 90% of \$6367 toward</u> the monthly premium of single enrollments. For employees who participate in the single plus spouse enrollment, the Board will contribute <u>up to \$6367 ninety percent (90%) of the single rate,</u> plus an additional \$3,000 annually. For employees who participate in the single plus children enrollment, the Board will contribute <u>up to \$6367 90% of the single rate,</u> plus an additional \$2,000 annually. The Board will contribute <u>up to \$6367 90% of the single rate,</u> plus an additional \$5,000 annually for those employees who participate in the family enrollment. The Board will continue to pay sixty-five percent (65%) of the premiums for the optional dental plan and term life insurance.</p>

plan and term life insurance.

ESPs

The Board of Education shall pay for full time ten month employees an amount equal to ninety percent (90%) of the single premiums for the term of this Agreement. For employees who participate in the single plus spouse enrollment, the Board will contribute 90% of the single rate, plus an additional \$3,000 annually. For employees who participate in the single plus children enrollment, the Board will contribute 90 % of the single rate, plus an additional \$2,000 annually. The Board will contribute 90% of the single rate, plus an additional \$5,000 annually for those employees who participate in the family enrollment.

It is agreed that a new medical insurance plan may be put in effect, through the cooperative effort of the parties. The benefits of any new plan shall be comparable to those of the current plan subject to the recommendation of the insurance committee. Only majority recommendations of the insurance committee (made up of two (2) board members, two (2) teacher association members, one (1) ESP association member, and one non-union employee, such as the district bookkeeper, with the Superintendent as a non-voting member) will be adopted by the Board.

ESPs

The Board of Education shall pay up to \$6367 for full time ten month employees ~~an amount equal to ninety percent (90%) of~~ toward the single premiums for the term of this Agreement. For employees who participate in the single plus spouse enrollment, the Board will contribute up to \$6367 90% of the single rate, plus an additional \$3,000 annually. For employees who participate in the single plus children enrollment, the Board will contribute up to \$6367 90 % of the single rate, plus an additional \$2,000 annually. The Board will contribute up to \$6367 90% of the single rate, plus an additional \$5,000 annually for those employees who participate in the family enrollment.

It is agreed that a new medical insurance plan may be put in effect, through the cooperative effort of the parties. ~~The benefits of any new plan shall be comparable to those of the current plan subject to the recommendation of the insurance committee.~~ Only majority recommendations of the insurance committee (made up of two (2) board members, two (2) teacher association members, one (1) ESP association member, ~~and~~ one (1) non-union employee, such as the district bookkeeper, ~~and with~~ the Superintendent ~~as a non-voting member~~) will be adopted by the Board.

Add:

Patient Protection and Affordable Care Act

If at any time during the term of this Agreement, a change in federal or state laws or regulations becomes effective which affects the cost or availability of the employee health insurance benefits offered under this section, the parties hereto agree to reopen the Agreement for the express limited purpose of renegotiating the affected provisions.

6.2 Retirement Contribution Teachers

The Board agrees to pay to the State of Illinois Teachers' Retirement System (TRS) the teachers' full contribution to TRS in lieu of the teachers making a contribution. This amount shall include the additional THIS contribution. The contribution by the Board shall be based on both the teacher's salary and any amounts paid for working extracurricular activities. This contribution to TRS is in addition to the salaries shown in the Appendices to this contract.

6.2 Retirement Contribution Teachers

The Board agrees to pay to the State of Illinois Teachers' Retirement System (TRS) 9.4% of the teachers' ~~full~~ contribution to TRS in lieu of the teachers making this a contribution. This amount shall include ~~an~~ the additional THIS contribution of .92%. The contribution by the Board shall be based on both the teacher's salary and any amounts paid for working extracurricular activities. This contribution to TRS is in addition to the salaries shown in the Appendices to this contract.

**6.4 Early Retirement Incentive
Teachers**

B. Eligibility

To be eligible, the teacher must have served satisfactorily in the Putnam County School District for a minimum of fifteen (15) full-time years immediately preceding his/her retirement. The teacher shall be at least sixty (60) years of age or will have at least thirty-five (35) years of creditable service upon his or her last day of service to the District and will not retire under the statutory Early Retirement Option causing the District to have to pay a penalty or other monies constituting a surcharge to the Teachers' Retirement System. If a teacher chooses to participate in the Early Retirement Option offered by TRS, they will not be eligible for the early retirement incentive offered by the board.

The teacher shall be removed from the negotiated salary schedule and guaranteed a salary increase of 6% above the teacher's previous year's TRS credible earnings for each year of notice, up to four years (i.e., four year notice - 6% each year for four years; three year notice - 6% each year for three years; two years notice - 6% for two year; and one year notice - 6%). At no time during the retirement incentive period shall an employee receive more than 106% of the previous year's creditable earnings. For purposes of calculating the 6% increase, TRS contributions shall be deducted from the previous year's creditable earnings prior to calculating the increase.

If a teacher has an extra duty obligation for which he or she is paid to perform at the commencement of the retirement incentive program, the teacher shall continue to perform the obligation. However, in the event the teacher would cease to perform any such obligation during the retirement incentive program period, the calculation of the teacher's six percent (6%) increase would also reflect a reduction in creditable earnings equivalent to the extra duty compensation.

**6.4 Early Retirement Incentive
Teachers**

B. Eligibility

To be eligible, the teacher must have served satisfactorily in the Putnam County School District for a minimum of fifteen (15) full-time years immediately preceding his/her retirement. The teacher shall be at least sixty (60) years of age or will have at least thirty-five (35) years of creditable service upon his or her last day of service to the District and will not retire under the statutory Early Retirement Option causing the District to have to pay a penalty or other monies constituting a surcharge to the Teachers' Retirement System. **Additionally, to be eligible to receive the retirement incentive the teacher must retire the first year that the teacher can retire without discount to his or her retirement annuity and without participating in the Early Retirement Option.** If a teacher chooses to participate in the Early Retirement Option offered by TRS, they will not be eligible for the early retirement incentive offered by the board.

The teacher shall be removed from the negotiated salary schedule and guaranteed a salary increase of ~~6%~~ **5%** above the teacher's previous year's TRS credible earnings for each year of notice, up to four years (i.e., four year notice - ~~6%~~ **5%** each year for four years; three year notice - ~~6%~~ **5%** each year for three years; two years notice - ~~6%~~ **5%** for two year; and one year notice - ~~6%~~ **5%**). At no time during the retirement incentive period shall an employee receive more than ~~106%~~ **105%** of the previous year's creditable earnings. For purposes of calculating the ~~6%~~ **5%** increase, TRS contributions shall be deducted from the previous year's creditable earnings prior to calculating the increase.

If a teacher has an extra duty obligation for which he or she is paid to perform at the commencement of the retirement incentive program, the teacher shall continue to perform the obligation. However, in the event the teacher would cease to perform any such obligation during the retirement incentive program period, the calculation of the teacher's **six five** percent (~~6%~~ **5%**) increase would also reflect a reduction in creditable earnings equivalent to the extra duty compensation.

<p>G. <u>New Legislation</u></p> <p>If, during the term of this Agreement, any law is enacted which changes in any way Board payments to the Teacher Retirement System which were required of the Board then this provision was agreed upon by the parties, either by increasing employer payments or increasing payments made by the employer on behalf of its employees, or if such change results in a greater cost to the Board for active employees or retiring employees, then this provision shall become null and void, unless there is a “grandfather” provision in the law or its rules that exempts this Agreement from its application. Additionally, if any law is enacted that changes the way in which retirement bonus can be offered or amends the cap on end-of-career salary increases without District penalty, the parties shall, at either’s written request, commence negotiations regarding a successor provision.</p>	<p>G. <u>New Legislation</u></p> <p><u>In the event the retirement award provided for in this article would cause the District to have to pay a penalty or other monies constituting a surcharge to the Teachers’ Retirement System, or would conflict with any state statute or final rule or regulation promulgated by the Teachers’ Retirement System, the provisions of this section shall become void and the parties agree to reopen this agreement and attempt to midterm bargain changes necessary to correct any defect created by this incentive</u></p>
<p>7.1 Salary Schedule <u>Teachers</u></p> <p>The revised salary schedule effective for the 2010-2011, 2011-2012 and 2012-2013 school years shall be as set forth in Appendix A, attached hereto and made a part hereof for informational purposes. The revised salary schedule as set forth in Appendix A incorporates an agreed upon increase in salary for teachers for the 2010-2011 school year.</p> <p>Each certified bargaining unit member shall receive the following salary increases for the term of this agreement:</p> <p>2010 – 2011 School Year: Longevity (step) and Educational (lane) movement. Full-time teachers “off schedule” and not eligible for step movement shall receive a \$1,000.00 increase.*</p> <p>2011 – 2012 School Year: Longevity (step) and Educational (lane) movement. Full-time teachers “off schedule” and not eligible for step movement shall receive a \$500.00</p>	<p>7.1 Salary Schedule <u>Teachers</u></p> <p>The revised salary schedule effective for the 2010-2011, 2011-2012 <u>2013-2014, 2014-2015</u> and 2012-2013 <u>2015-2016</u> school years shall be as set forth in Appendix A, attached hereto and made a part hereof for informational purposes. The revised salary schedule as set forth in Appendix A incorporates an agreed upon increase in salary for teachers for the 2010-2011 school year.</p> <p>Each certified bargaining unit member shall receive the following salary increases for the term of this agreement:</p> <p>2010—2011 <u>2013-2014</u> School Year: Longevity (step) and Educational (lane) movement. Full-time teachers “off schedule” and not eligible for step movement shall receive a \$1,000.00 <u>\$1,500.00</u> increase.*</p> <p>2011—2012 <u>2014-2015</u> School Year: Longevity (step) and Educational (lane) movement. Full-time teachers “off schedule” and not eligible for step movement shall receive a \$500.00 <u>\$600.00</u> increase.*</p>

increase.*

2012 – 2013 School Year: Longevity (step) and Educational (lane) movement. Full-time teachers “off schedule” and not eligible for step movement shall receive a \$500.00 increase.*

* Includes Mary Henderson and Jim Vipond.

Part-time teachers’ salaries will be pro-rated.

ESPs

The salary schedule shall be set forth in Appendix B, C, and D attached hereto and made a part hereof for information purposes.

Each non-certified bargaining unit member shall receive the following salary increases for the term of this agreement:

2010 – 2011 School Year: \$700.00

2011 – 2012 School Year: \$700.00

2012 – 2013 School Year: \$700.00

Part-time ESPs’ salaries will be pro-rated.

~~2012—2013~~ **2015-2016 School Year:** Longevity (step) and Educational (lane) movement. Full-time teachers “off schedule” and not eligible for step movement shall receive a ~~\$500.00~~ **\$600.00** increase.*

~~* Includes Mary Henderson and Jim Vipond.~~

Part-time teachers’ salaries will be pro-rated.

In no event will a teacher who is less than four (4) years from retirement eligibility receive an increase in total, reportable TRS creditable earnings, in excess of six percent (6%) of the prior year’s total, reportable TRS creditable earnings, unless any of the statutory exceptions enacted by P.A. 94-1057 to the Illinois Pension Code become applicable.

ESPs

The salary schedule shall be set forth in Appendix B, C, and D attached hereto and made a part hereof for information purposes.

Each non-certified bargaining unit member shall receive ~~the following salary increases for the term of this agreement:~~ a three percent (3%) salary increase, per year, for each of the 3 years covered under this collective bargaining agreement.

~~2010—2011 School Year:~~ \$700.00

~~2011—2012 School Year:~~ \$700.00

~~2012—2013 School Year:~~ \$700.00

Part-time ESPs’ salaries will be pro-rated.

In no event will an employee who is less than four (4) years from retirement eligibility receive an increase in reported earnings in excess of six percent (6%) of the prior year’s reported earnings, or 1.5 times the annual increase in the Consumer Price Index-U as established by the United States Department of Labor for the preceding September, whichever is greater, unless any of the enacted statutory exceptions under Public Act 97-0609 (Senate Bill 1831) exempt such reported earnings from the payment of additional Employer contributions to the Illinois Municipal Retirement Fund.

<p>7.2 Career Increment <u>ESPs</u> Each non-certified bargaining unit member shall receive the following career increment or longevity increase according to the following schedule: After Completing 5 Years of Service .50 cent increase per hour After Completing 10 Years of Service .50 cent increase per hour After Completing 15 Years of Service .50 cent increase per hour After Completing 20 Years of Service .50 cent increase per hour After Completing 25 Years of Service .50 cent increase per hour After Completing 30 Years of Service .50 cent increase per hour</p> <p>An employee shall be entitled to receive the longevity increase at the beginning of the school year immediately following the completion of each five year increment of service.</p>	<p>7.2 Career Increment <u>ESPs</u> Each non-certified bargaining unit member shall receive the following career increment or longevity increase according to the following schedule:</p> <p><u>After Completing 5 Years of Service a fifty cent (\$.50) increase, per hour, will take effect.</u></p> <p><u>At the beginning of each subsequent year a ten cent (\$.10) increase, per hour, will take effect.</u></p> <p>An employee shall be entitled to receive the longevity increase at the beginning of the school year immediately following the completion of each five year increment of service. After the first five year completion, the increase will come at the beginning of each new year of service.</p>
<p>7.8 Horizontal Movement <u>Teachers</u> A teacher shall qualify for horizontal movement on the salary schedule by taking graduate credit hours at an accredited institution of higher learning approved by the superintendent or the Board of Education. For those who choose to do so, the following guidelines will apply:</p> <p>F. All course work meeting the criteria specified above shall be reimbursed at a rate equal to the teacher-paid tuition rate, but not to exceed one hundred seventy dollars (\$170.00) per hour to a maximum of eighteen (18) credit hours per year. Graduate work on campus and by extension service will be reimbursed, provided the course work is equivalent in class attendance length to a full semester as required of residential students.</p>	<p>7.8 Horizontal Movement <u>Teachers</u> A teacher shall qualify for horizontal movement on the salary schedule by taking graduate credit hours <u>in a program directly related to the teacher's teaching responsibilities</u> at an accredited institution of higher learning approved by the superintendent or the Board of Education. For those who choose to do so, the following guidelines will apply:</p> <p>9. All course work meeting the criteria specified above <u>relating to the teacher's teaching responsibilities</u> shall be reimbursed at a rate equal to the teacher-paid tuition rate, but not to exceed one hundred seventy dollars (\$170.00) per hour to a maximum of eighteen (18) credit hours per year. Graduate work on campus and by extension service will be reimbursed, provided the course work is equivalent in class attendance length to a full semester as required of residential students.</p>

8.5 Posting of Vacancies
 Positions created or becoming vacant during the school year may be temporarily filled to avoid undue disruption of the educational program. Vacancy notices for teaching, coaching and administrative positions shall be publicized to the staff by posting in each school's employee work room and to the Association President/Co-President. Additionally, teachers who notify the Superintendent of a desire to be contacted in writing in the event of one or more specific positions becoming available during the summer shall receive notice of the opening sent in writing to the employee. Except in cases of emergency, a vacancy will not be filled until ten (10) days following a notice posted during the school year. During the summer, the vacancy may be filled fifteen (15) days after posting. Current teacher applicants will be given serious consideration, including an interview, for vacant or newly created positions before the employee employs individuals from outside of the bargaining unit.

8.6 Posting of Vacancies
 Positions created or becoming vacant during the school year may be temporarily filled to avoid undue disruption of the educational program. Vacancy notices for ~~teaching, coaching and administrative positions~~ **any position within the district** shall be publicized to the staff by posting in each school employee workroom **and the District website, through employee e-mail,** and to the Association President/Co-President. Additionally, ~~teachers~~ **employees** who notify the Superintendent of a desire to be contacted in writing in the event of one or more specific positions becoming available during the summer shall receive notice of the opening sent in writing to the employee. Except in cases of emergency, a vacancy will not be filled until ten (10) days following a notice posted **and a waiver may be given by the Association President/Co-President.** ~~During the school year. During the summer, the vacancy may be filled fifteen (15) days after posting.~~ Current ~~teacher~~ **Internal** applicants **who satisfy all of the stated qualifications for the position** will be given ~~serious consideration, including an~~ **the opportunity to** interview for vacant or newly created positions before the **District** ~~employee~~ employs individuals from outside of the bargaining unit.

9.4 Grievance Withdrawal
 A grievance may be withdrawn at any level without establishing precedent, but if withdrawn shall not be reinstated during the term of this Agreement. Nothing in the grievance procedure shall limit the rights or representation of the grievant in the proceedings.

9.4 Grievance Withdrawal
 A grievance may be withdrawn at any level without establishing precedent, but if withdrawn shall not be reinstated during the term of this Agreement. Nothing in the grievance procedure shall limit the rights or representation of the grievant in the proceedings.

Failure by the District to communicate it's response to a grievance within the time limits specified herein shall permit the lodging of the grievance at the next step in the grievance process. Failure by the Association to advance the grievance to the next step in the grievance process within the time limits specified herein shall constitute the withdrawal of the grievance.

<p>11.7 Duration This Agreement will not be considered binding until the Association has formally notified the Board, in writing, of official acceptance of this document by the membership and subsequent approval by formal Board of Education action at a public meeting.</p> <p>The effective date of this Agreement shall be August 19, 2010, except for those matters which by the terms of this Agreement necessarily require a later starting date. This would include, for example, the new insurance plan under Section 6.1</p> <p>This contract shall expire on August 19, 2013.</p>	<p>11.7 Duration This Agreement will not be considered binding until the Association has formally notified the Board, in writing, of official acceptance of this document by the membership and subsequent approval by formal Board of Education action at a public meeting.</p> <p>The effective date of this Agreement shall be August 19, 2010 2013, except for those matters which by the terms of this Agreement necessarily require a later starting date. This would include, for example, the new insurance plan under Section 6.1</p> <p>This contract shall expire on August 19, 2013 2016.</p>
<p>11.8 Execution In witness whereof, the parties have executed this Agreement by their duly authorized representatives.</p> <p>Dated the _____ of _____, 2010.</p>	<p>11.8 Execution In witness whereof, the parties have executed this Agreement by their duly authorized representatives.</p> <p>Dated the _____ of _____, 20103.</p>
<p>Under the Extra Duty Salary Schedule for Puma Crew 1 & 2</p>	<p>We would like Puma Crew salary to be increased to \$600.00 for each (1&2) with the increases of \$50.00 as already stated in the contract.</p>
<p>Under the Extra Duty Salary Schedule for Theatre/Musicals</p>	<p>We would like to delete the title of Theatrical Director. Change Spring Musical-Music Department to Spring-Musical Accompanist. Add Fall Play Director and Thespians. Clarify High School Accompanist by adding (Choir).</p> <p>We would then like to see Fall Play Director, \$1100.00; Spring Musical Director, \$1800.00; Thespians, \$800.00. These positions will increase as already stated in the contract.</p>
<p>Under the Extra Duty Salary Schedule Ticket Takers/Timers/Scorers</p>	<p>Increase this to \$20.00 per game.</p>
<p>On the Extra-Curricular Salary Schedule, add:</p>	<p>Registrar for Illinois Virtual School at \$500.00 H.S. Head Wrestling Coach at \$3500.00 Asst. H.S. Wrestling Coach at \$2500.00 H.S. Boys Golf Coach at \$2000.00 H.S. Girls Golf Coach at \$2000.00 Freshman Baseball Coach at \$2000.00 Varsity Girls Track Coach at \$2500.00</p>

Putnam County Schools

Teacher Salary Schedule

YRS	BA	BA + 8	BA + 16	BA + 24	MA	MA + 8	MA + 16
1	32,700	33,400	34,100	34,800	35,800	36,500	37,200
2	33,300	34,000	34,700	35,400	36,400	37,100	37,800
3	33,900	34,600	35,300	36,000	37,000	37,700	38,400
4	34,500	35,200	35,900	36,600	37,600	38,300	39,000
5	35,100	35,800	36,500	37,200	38,200	38,900	39,600
6	35,700	36,400	37,100	37,800	38,800	39,500	40,200
7	36,300	37,000	37,700	38,400	39,400	40,100	40,800
8	36,900	37,600	38,300	39,000	40,000	40,700	41,400
9	37,500	38,200	38,900	39,600	40,600	41,300	42,000
10	38,100	38,800	39,500	40,200	41,200	41,900	42,600
11	38,700	39,400	40,100	40,800	41,800	42,500	43,200
12	39,300	40,000	40,700	41,400	42,400	43,100	43,800
13	39,900	40,600	41,300	42,000	43,000	43,700	44,400
14	40,500	41,200	41,900	42,600	43,600	44,300	45,000
15	41,100	41,800	42,500	43,200	44,200	44,900	45,600
16	41,700	42,400	43,100	43,800	44,800	45,500	46,200
17	42,300	43,000	43,700	44,400	45,400	46,100	46,800
18	42,900	43,600	44,300	45,000	46,000	46,700	47,400
19	43,500	44,200	44,900	45,600	46,600	47,300	48,000
20	44,100	44,800	45,500	46,200	47,200	47,900	48,600
21	44,700	45,400	46,100	46,800	47,800	48,500	49,200
22	45,300	46,000	46,700	47,400	48,400	49,100	49,800
23	45,900	46,600	47,300	48,000	49,000	49,700	50,400
24	46,500	47,200	47,900	48,600	49,600	50,300	51,000
25	47,100	47,800	48,500	49,200	50,200	50,900	51,600
26	47,700	48,400	49,100	49,800	50,800	51,500	52,200

Any teacher who is "off schedule" in any column will receive \$1500. Step only in 2nd and 3rd year

MA + 24	MA + 32	YRS
37,900	38,600	1
38,500	39,200	2
39,100	39,800	3
39,700	40,400	4
40,300	41,000	5
40,900	41,600	6
41,500	42,200	7
42,100	42,800	8
42,700	43,400	9
43,300	44,000	10
43,900	44,600	11
44,500	45,200	12
45,100	45,800	13
45,700	46,400	14
46,300	47,000	15
46,900	47,600	16
47,500	48,200	17
48,100	48,800	18
48,700	49,400	19
49,300	50,000	20
49,900	50,600	21
50,500	51,200	22
51,100	51,800	23
51,700	52,400	24
52,300	53,000	25
52,900	53,600	26

ear.

**Recommendation to Accept the Collective Bargaining Agreement
between the Putnam County Education Association IEA/NEA and the
Putnam County C.U.S.D. #535 Board of Education**

**As superintendent, I recommend accepting the P.C.E.A. and Putnam
County C.U.S.D. 535 Collective Bargaining Agreement for 2013 – 2016
School Years. (Please see attached document.)**

Rationale

**The collective bargaining process was once again very successful in our
district. The P.C.E.A. team members and the Putnam County School
Board and Administration worked cohesively to negotiate a fair
contract. A combination of fiscal responsibility and appropriate
compensation/benefits has resulted in a contract that should serve the
district well. Two of the main Board goals were accomplished,
including a capping of the TRS contribution from the district and the
capping of the district insurance benefit for individual coverage. Please
refer to the contract for those details.**

District Goal

**Maintain strong fiscal responsibility in the Putnam County School
District.**