

Pleasantdale Elementary School
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Pleasantdale Middle School
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Pleasantdale School District 107 | 7450 S. Wolf Road | Burr Ridge, IL 60527 | 708.784.2013 | Fax: 708.246.0161 | www.d107.org

**BOARD OF EDUCATION REGULAR MEETING AGENDA
ADMINISTRATION BUILDING
Wednesday, April 15, 2020
7:00 PM**

I. Due to COVID-19, the Board meeting will be held via Zoom. Information to join the meeting will be available at www.d107.org. A recording of the meeting will be available within 48 hours on our website.

II. Roll Call / Visitors

III. Pledge of Allegiance

(1 Minute)

IV. Open Forum: Board Policy 2:230 (those wishing to speak will be given time to address the Board regarding agenda or non-agenda items)

V. * Consent Agenda (5 Minutes)

Recommendation:

That the Board of Education approves the consent agenda as presented.

- | | |
|---|-----|
| A. Approve Regular Meeting Minutes of March 18, 2020 | 3 |
| The minutes are included for Board review. | |
| B. Approve Payment of March Payroll/April Warrants | 5 |
| The warrant lists are attached for Board review. Charles Zona and Frank Adams reviewed the bills. The Board had previously approved a Resolution to pay the bills should the meeting be cancelled. | |
| C. Resolution Temporarily Delegating Authority to Administration | 76 |
| The attached resolution will allow the district to pay bills between April 15, 2020 and the June 17, 2020 Board meeting. This resolution is necessary due to the possible cancellation of the May 20, 2020 Board meeting. | |
| D. Approve FY21 Parent Student Handbook | 78 |
| The Board reviewed the handbook at the March Board meeting. The final copy is attached. | |
| E. Approve Strategic Blueprint 2020-21 Action Plans | 122 |
| The Board review the 2020-21 Action Plans at the March Board meeting. | |
| F. Approve Board Policies (sec. 1) Governance ... and (sec. 3) General School Admin | 124 |
| The Board reviewed the policies at the March Board meeting. | |
| G. Approve April 2020 Personnel Report | 130 |
| The April 2020 Personnel Report is attached for review and approval. It includes the hiring of Stephanie Russell, elementary speech pathologist; increase in FTE for EL | |

teacher Bethany George from .80 to 1.0; Resolution for Honorable Dismissal of Full-Time Educational Support Personnel; and Resolution for Honorable Dismissal for Part-Time Educational Support Personnel.

VI. Reports and Discussion Items

A. Informational Updates

Superintendent Dave Palzet will provide the Board with a brief update on items listed.

1. **COVID-19 Update** (5 Minutes)

2. **World Language Update** (5 Minutes)

a. **Approve Middle School World Language Expansion Program**

Recommendation:

That the Board of Education approve the middle school World Language Expansion Program using Middlebury Language Schools at a district cost of \$400 per student.

3. **Auditing Services Recommendation** (5 Minutes) 137

Business Manager Frank Adams will briefly discuss the selection of a district Auditing Firm.

a. **Approve District Auditing Firm**

Recommendation:

That the Board of Education approve a five year contract with Baker Tilly Virchow Krause, LLP to perform district auditing services at a cost of \$18,000 for FY20 and an annual increase of \$500

VII. Items for Next Agenda: (5 Minutes)

A. **Approve FY20 Final School Calendar; Professional Learning Update; Approve Paper Bid; Approve Transportation; Approve Cleaning Service Contract; Food Service Update; and Hot Lunch fees.**

VIII. **Open Forum: Board Policy 2:230 (those wishing to speak will be given time to address the Board regarding agenda or non-agenda items)**

IX. Written Reports

A. **FOIA** 139

B. **Review of Service Provider Bids/Contracts** 140

X. Adjournment

MINUTES OF THE BOARD OF EDUCATION

Regular Meeting Administration Building via Zoom 7:00 p.m.– 8:49 p.m. March 18, 2020

Members Present:

- Mark Mirabile, Presiding Officer
- Jon Buralli
- Mary Lenzen – joined the meeting at 7:05 p.m.
- David Negron – arrived at 8:30 p.m.
- Joy Tristano
- Kristin Violante
- Charles Zona

Due to COVID-19, the Board meeting was held via Zoom. Information to join the meeting was made public for staff and community members to join the meeting.

ROLL CALL AND VISITORS

Present via Zoom with Superintendent Dave Palzet were staff members Erika Sawosko, Jennifer Ban, Frank Adams, Debbie Lubeck, Kathleen Tomei, Griffin Sonntag, Brianne Malatt, and John McAtee.

PLEDGE OF ALLEGIANCE

Via Zoom, triplet elementary students celebrating their birthday lead the pledge of allegiance.

ACTION NO. 26
Consent Agenda

Motion by Tristano, seconded by Violante, that the Board of Education approve the consent agenda consisting of: regular meeting minutes of February 19, 2020; closed session meeting minutes of February 19, 2020; payment of February payroll/March Warrants; Pleasant Dale Park District Before and After School Program Intergovernmental Agreement; FY21 Preliminary Staffing Recommendation; Resolution Authorizing Certain Payments; March 2020 Personnel Report consisting of the hiring of David Kavanuagh, instructional aide, effective January 21, 2020; and reemployment of certified personnel. Motion carried by a roll call vote of 6 ayes (Buralli, Mirabile, Negron, Tristano, Violante, Zona) absent - Lenzen.

ACTION NO. 27
Middle Schedule

Motion by Negron, seconded by Tristano, that the Board of Education approve the continuation of a 10 period middle school schedule for the 2020-21 school year. Motion carried by a roll call vote of 6 ayes (Buralli, Mirabile, Negron, Tristano, Violante, Zona) absent - Lenzen.

REPORTS AND DISCUSSION ITEMS

Wolf Road Update

Superintendent Palzet informed the Board that, due to the COVID-19 global pandemic, the Wolf Road beacon project is in a holding pattern. However, permits for the crossing beacon on Wolf Road have been submitted and we are waiting for approval. Based on the current state of our government agencies and infrastructure the goal would be to have beacons installed by the start of school next year.

School Improvement Plan Update

Principals Tomei and Sonntag updated the Board on the progress made on each schools' improvement plan. These plans support and are a reflection of our district [Strategic Blueprint](#). Highlights of the plan include the implementation of a workshop model of instruction, development of Social/Emotional Learning programming, and implementation of learning targets.

Strategic Blueprint 2020-21

Dr. Palzet presented a draft of the action steps that are recommended to be implemented the course of the next school year. These action steps were developed in collaboration with teachers, ESPs, and administrators and reflect the mission, beliefs, and the Portrait of a Graduate that was developed by the Strategic Planning Committee in 2017. The action steps will be voted on at the April Board of Education meeting.

World Language Expansion

Assistant Superintendent for Teaching and Learning, Dr. Jennifer Ban reported on our intent to expand our world language offerings to our students. The plan would allow students in grades six and seven to take either German or French in an online format. Dr. Ban presented options that were financially sustainable, offered a high-quality academic program, made full use of our students’ technology, and will allow successful students to enter into year two of either French or German in high school. The Board will vote to implement the World Language expansion next month.

FY21 Parent/Student Handbook

The Board of Education reviewed and discussed the Parent/Student Handbook. Each year, our principals meet with a committee of parents and teachers to review the parent/student handbook. The purpose of the handbook is to ensure that parents, students, and schools have clear guidelines for ensuring the success of our students. The committee’s handbook suggestions included updates that reflect changes in state law and model policy. These suggestions were presented to the Board for review. The Parent/Student Handbook will be on the consent agenda at the April Board of Education meeting.

Review Board Policies (sec. 1) Governance and Planning and (sec. 3) General School Administration

Over the course of the past several years, the Board has reviewed and updated policies each month. The adopted policies have gone through a legal review and comply with the Illinois School Code, state statute, and federal law. To continue this process the Board considered changes to section 1 (Governance and Planning) and added section 3 (Administration). The proposed policies would ensure our district policy manual is up to date and an effective tool for running the district. The Board will vote on policy sections one and three at the April Board of Education meeting.

Board of Education Information Requests

No requests were made at this time.

NEXT AGENDA

Items submitted for the April agenda include:
Approve Strategic Blueprint 2020-21 Action Plans; Discuss and Approve World Language Expansion Program; Approve FY21 Parent/Student Handbook; Approve (sec. 1) Governance and Planning and (sec. 3) General Science Administration Board Policies; Review of Service Provider Bids/Contracts.

ADJOURNMENT

Motion by Buralli, seconded by Lenzen, that the regular meeting adjourns at 8:49 p.m. Voice vote. Motion carried.

App. ___ President _____ Secretary _____

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1234

04/17/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Kavanaugh, Maribeth						
Check Group:						
Misc preschool materials		1 0		V780684 3/26/2020	10.5.1125.4000.100.0000	\$218.60
						Check #: 0
						PO/InvoiceTotal: <u>\$218.60</u>
						Vendor Total: <u>\$218.60</u>
Malatt, Brianne M						
Check Group:						
Reimburse for conf exp		1 0		V936770 3/26/2020	10.5.2410.3320.200.0000	\$324.52
						Check #: 0
						PO/InvoiceTotal: <u>\$324.52</u>
						Vendor Total: <u>\$324.52</u>
Ratcliff, Daniel S						
Check Group:						
MS musical materials		1 0		V834168 3/26/2020	10.5.1500.4031.200.0000	\$184.87
						Check #: 0
						PO/InvoiceTotal: <u>\$184.87</u>
						Vendor Total: <u>\$184.87</u>
Tomei, Kathleen J						
Check Group:						
Supplies for Inst Aide appreciation breakfast		1 0		V595695 3/26/2020	10.5.2410.4000.100.0000	\$289.51
Reimburse for virtual course: best leaders		1 0		V935926 3/31/2020	10.5.2410.6400.100.0000	\$189.00
						Check #: 0
						PO/InvoiceTotal: <u>\$478.51</u>
						Vendor Total: <u>\$478.51</u>

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1234

04/17/2020

Fiscal Year: 2019-2020

Vendor Remit Name
Description

Vendor #

QTY

PO No.

Invoice
Invoice Date

Account

Amount

Grand Total:

\$1,206.50

End of Report

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1233

04/15/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Amazon Capital Services, Inc						
Check Group:						
Credit on PO 20485		1 0		14G3-X7MY-97K D 3/31/2020	10.5.1002.4019.200.0000	(\$46.95)
Credit for PO 20520		1 0		1C79-RRYC-HCT 1 3/25/2020	10.5.1002.4014.200.0000	(\$33.39)
Credit on PO20515		1 0		1W7G-JT4K-GJW 3 3/18/2020	10.5.1002.4019.200.0000	(\$31.19)
Check #: 0						
						PO/InvoiceTotal: (\$111.53)
Check Group:						
Mr. Pen Binder Clips Pack of 100		1	20452	1TLP-PX79-4RR6 2/20/2020	10.5.1002.4019.200.0000	\$7.99
12 Pack of Premium Magnetic Dry Erase Markers		1	20452	1TLP-PX79-4RR6 2/20/2020	10.5.1002.4019.200.0000	\$9.99
40 Pack of Dry Erase Markers 12 Assorted Colors		1	20452	1TLP-PX79-4RR6 2/20/2020	10.5.1002.4019.200.0000	\$16.99
Mead Spiral Notebook Assorted Colors 12 Pack		1	20452	1TLP-PX79-4RR6 2/20/2020	10.5.1002.4019.200.0000	\$16.98
Magazine File Holder Set of 12 Black		1	20452	1TLP-PX79-4RR6 2/20/2020	10.5.1002.4019.200.0000	\$22.95
Pink Erasers Pack of 100 Large		1	20452	1TLP-PX79-4RR6 2/20/2020	10.5.1002.4019.200.0000	\$19.99
Mr Pen Pencil Erasers 120 Piece		1	20452	1TLP-PX79-4RR6 2/20/2020	10.5.1002.4019.200.0000	\$5.95
Early Buy Sticky Notes		2	20452	1TLP-PX79-4RR6 2/20/2020	10.5.1002.4019.200.0000	\$15.98
Crayola Broad Point Washable Markers Pack of 2s		2	20452	1TLP-PX79-4RR6 2/20/2020	10.5.1002.4019.200.0000	\$11.58

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Swingline Staples		1	20452	1TLP-PX79-4RR6 2/20/2020	10.5.1002.4019.200.0000	\$3.19
AmazonBasics Wood Cased #2 Pencils 150 Pack		2	20452	1TLP-PX79-4RR6 2/20/2020	10.5.1002.4019.200.0000	\$24.98
Alliance Rubber Bands		1	20452	1TLP-PX79-4RR6 2/20/2020	10.5.1002.4019.200.0000	\$4.65
Shipping		1	20452	1TLP-PX79-4RR6 2/20/2020	10.5.1002.4019.200.0000	\$16.98
Check #: 0						
						PO/InvoiceTotal: <u> </u>
						\$178.20
Check Group:						
Gamecraft Safety Guard Scooters Red		3	20455	1DKP-JPXM-PMV D 3/26/2020	10.5.1001.4009.100.0000	\$53.28
GoSports Premier Soccer Ball with Premium Pump		2	20455	1DKP-JPXM-PMV D 3/26/2020	10.5.1001.4009.100.0000	\$78.70
US Games Standard Hoops, 36-Inch (Pack of 12)		2	20455	1DKP-JPXM-PMV D 3/26/2020	10.5.1001.4009.100.0000	\$102.28
S&S Worldwide Gator Skin Dodgeballs (Set of 6)		3	20455	1DKP-JPXM-PMV D 3/26/2020	10.5.1001.4009.100.0000	\$129.51
WolVol 18 inch Brightly Colorful Quits Ring Toss Game Set for Kids		8	20455	1DKP-JPXM-PMV D 3/26/2020	10.5.1001.4009.100.0000	\$95.12
TheraBand Soft Weight, 4.5" Diameter Hand Held Ball Shaped Isotonic Weight for Strength Training and Rehab Exercises		1	20455	1DKP-JPXM-PMV D 3/26/2020	10.5.1001.4009.100.0000	\$98.05
QuickPlay PRO Quick-Pick Flat Markers		1	20455	1KHY-1H9H-1MY X 3/22/2020	10.5.1001.4009.100.0000	\$17.99

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
SportimeMax Junior Basketballs, 27 Inches, Multiple Colors, Set of 6		2	20455	1KHY-1H9H-1MY X 3/22/2020	10.5.1001.4009.100.0000	\$130.74
Gamecraft Safety Guard Scooters Blueue		6	20455	1KHY-1H9H-1MY X 3/22/2020	10.5.1001.4009.100.0000	\$106.56
Gamecraft Safety Guard Scooters Red		3	20455	1KHY-1H9H-1MY X 3/22/2020	10.5.1001.4009.100.0000	\$53.28
GoSports Inflatable Dodgeball - No Sting Balls - Includes Ball Pump & Mesh Bag		2	20455	1KHY-1H9H-1MY X 3/22/2020	10.5.1001.4009.100.0000	\$38.44
Tumbling Mat for Gymnastics Training, Cheerleading and Obstacle Courses		1	20455	1KHY-1H9H-1MY X 3/22/2020	10.5.1001.4009.100.0000	\$453.76
FITDECK Exercise Playing Cards for Guided Sports		1	20455	1KHY-1H9H-1MY X 3/22/2020	10.5.1001.4009.100.0000	\$16.95
Check #: 0						
						PO/InvoiceTotal: <u> </u> \$1,374.66
Check Group:						
Madesmart Value 8 piece Interlocking Bin Pack Drawer Storage		1	20472	1PV9-DHHT-C6T L 3/6/2020	10.5.1002.4000.200.0000	\$16.25
IScholar IQ Polycover 10 Subject Notebook		1	20472	1PV9-DHHT-C6T L 3/6/2020	10.5.1002.4000.200.0000	\$13.99
Check #: 0						
						PO/InvoiceTotal: <u> </u> \$30.24
Check Group:						
The Blue Book of Grammar and Punctuation: an Easy-to-Use Guide with Clear Rules, Real-World Examples, and Reproducible Quizzes		13	20473	1GQ1-TH3K-G1Q F 3/6/2020	10.5.1002.4010.200.0000	\$103.87
Check #: 0						

Pleasantdale School District 107

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04/15/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
PO/InvoiceTotal:						\$103.87
Check Group:						
Silence		1	20476	14QM-CVKW-FLF R 3/21/2020	10.5.2110.4000.100.0000	\$8.79
a world of pausabilitite: an exercise in mindfulness		1	20476	14QM-CVKW-FLF R 3/21/2020	10.5.2110.4000.100.0000	\$12.53
Thank you body, thank you heart: a gratitude & self compassion practice for bedtime		1	20476	14QM-CVKW-FLF R 3/21/2020	10.5.2110.4000.100.0000	\$13.89
Visiting Feelings		1	20476	14QM-CVKW-FLF R 3/21/2020	10.5.2110.4000.100.0000	\$12.18
The memory box: Grief		1	20476	14QM-CVKW-FLF R 3/21/2020	10.5.2110.4000.100.0000	\$13.15
Post it 3x3		2	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$15.04
Legal pads		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$9.99
Chutes & Ladders		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$13.99
Steps & Stones :an Anh's anger story		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$13.31
CBT 123- hilarious fun gam the empowers kids and teens		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$15.99
Super glue 2 PK		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$10.94
RSVP ball pt pens medium		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$8.69
Kraft notebook 12-pk linded		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$14.99

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
UNO card game		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$6.82
12 Pk 13.6 oz clear Pet plastic juice bottles		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$16.99
uniball 207 blue retractable pen		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$11.64
TREND enterprises fun friends stinky stickers		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$9.99
uni ball black retractable pen		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$12.50
I can do hard things mindful affirmations for kids		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$11.66
My breath love me		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$10.99
Therapy card games		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$21.95
all purpose Fr lavender cleaning wipes		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$17.94
mind bubbles		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$10.99
Breathe like a bear		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$10.55
My strong mind II		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$12.50
The color monster: Emotions		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$10.20
Brief Coping Cat: the 8-session coping cat workbook		2	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$53.90
post it pop up 3x3 green, pink, canary, blue		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$16.98

Pleasantdale School District 107

Voucher Detail Listing

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04/15/2020

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Scented markers		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$5.51
I am Peace: mindfulness		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$7.47
A little SPOT Anxiety		2	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$21.58
In my heart- book fo feelings		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$10.97
Post it tabs 2 "		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$3.99
My strong mind: a story about developing mental streght		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$11.25
A little SPOT ANGER		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$10.79
Post it tabs 2" angled lined		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$4.10
Anh's Anger		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$13.29
King Calm: Mindful Gorilla in the city		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$9.99
Mad Dragon: anger anger control card game		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$21.95
Dr. Playwell's worry-less game		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$56.90
A little SPOT of Confidence		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$10.79
Listening to my body		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$11.66
I am Enough		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$13.82

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Pleasantdale School District 107

Voucher Detail Listing

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04/15/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Basic file folder w/ reinforced tab		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$9.99
B is for Breathe: the ABC's of Coping w/ fussy & frustrating feelings		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$12.59
Slime Supplies Glitter powder sequins for slime		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$7.89
Brief coping cat: Therapist Manual for the 8 Session workbook		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$24.00
Duck invisibal tape refill 10 roll		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$18.57
StronSuit - the tower of Self Esteem, family therapy card game		1	20476	1KVL-Y7JD-1NGL 3/25/2020	10.5.2110.4000.100.0000	\$22.99
Check #: 0						
PO/InvoiceTotal:						\$709.17
Check Group:						
Rapid filling self sealing water balloons		2	20477	19VY-F3PJ-4M4P 3/26/2020	10.5.1001.4000.100.0000	\$55.98
Tinuos Nylon olympic flag 3x5 ft		1	20477	19VY-F3PJ-4M4P 3/26/2020	10.5.1001.4000.100.0000	\$8.98
Supvox International flags		1	20477	1FYX-3NQD-D94 G 3/24/2020	10.5.1001.4000.100.0000	\$11.49
Check #: 0						
PO/InvoiceTotal:						\$76.45
Check Group:						
Resistance		20	20478	177P-HJX3-YCCX 3/8/2020	10.5.1002.4001.200.0000	\$273.80
Amal Unbound		59	20478	177P-HJX3-YCCX 3/8/2020	10.5.1002.4001.200.0000	\$424.21
Check #: 0						

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Voucher Batch Number: 1233

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$698.01
Check Group:						
Amazon Order#111-2315480-5846643 BSN Sports Deluxe Wheeled Equipment Bag		2	20481	1HYX-4VL3-4HFD 3/6/2020	10.5.1500.4030.200.0000	\$146.18
						Check #: 0
						PO/InvoiceTotal: \$146.18
Check Group:						
Day Designer for Blue sky 2020-2021 Academic Year Planner		1	20482	1G6W-NJ3V-361 N 3/19/2020	10.5.1002.4019.200.0000	\$14.99
Crayola Triple Tip Markers, Washable Markers, 15 Vivid Colors, 5 Count		1	20482	1RM6-RNMW-LV JT 3/17/2020	10.5.1002.4019.200.0000	\$4.73
6th Grade Common Core ELA Daily Practice Workbook		1	20482	1RM6-RNMW-LV JT 3/17/2020	10.5.1002.4019.200.0000	\$6.99
Siwo 60pcs Mochi Squishy Toys		1	20482	1RM6-RNMW-LV JT 3/17/2020	10.5.1002.4019.200.0000	\$19.99
Sharpie Twin Tip Permanent Markers 12 Count		1	20482	1RM6-RNMW-LV JT 3/17/2020	10.5.1002.4019.200.0000	\$12.95
Crayola Glitter Markers Assorted Colors 6 Count		1	20482	1RM6-RNMW-LV JT 3/17/2020	10.5.1002.4019.200.0000	\$4.19
Emoji Erasers 60 Pack fun Cute Pencil Erasers		1	20482	1RM6-RNMW-LV JT 3/17/2020	10.5.1002.4019.200.0000	\$9.73
Sharpie Flip Chart Markers 2 Packs of 8		1	20482	1RM6-RNMW-LV JT 3/17/2020	10.5.1002.4019.200.0000	\$14.99
Clipco Premium Book Ends Pack of 6 White		1	20482	1WYN-MGFF-47H T 3/11/2020	10.5.1002.4019.200.0000	\$9.95

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
4 Pack Pillowcase 100% Cotton, Midnight Blue		3	20482	1WYN-MGFF-47H T 3/11/2020	10.5.1002.4019.200.0000	\$41.97
Champion Sports Floor Marking Vinyl Tape		1	20482	1WYN-MGFF-47H T 3/11/2020	10.5.1002.4019.200.0000	\$3.50
Avery Foil Star Stickers 440 Reward Stickers		1	20482	1WYN-MGFF-47H T 3/11/2020	10.5.1002.4019.200.0000	\$1.49
Softsoap Liquid Hand soap Pack of 6		1	20482	1WYN-MGFF-47H T 3/11/2020	10.5.1002.4019.200.0000	\$5.88
Bic Correction Fluid 2 Pack		1	20482	1WYN-MGFF-47H T 3/11/2020	10.5.1002.4019.200.0000	\$5.59
Champion sports floor Marking Vinyl Tape - Yellow		1	20482	1WYN-MGFF-47H T 3/11/2020	10.5.1002.4019.200.0000	\$3.50
Check #: 0						
						PO/InvoiceTotal: \$160.44
Check Group:						
Play-doh Modeling Compound 10-Pack Case of Colors		3	20483	177C-Y3G3-9FNR 3/8/2020	10.5.1002.4105.200.0000	\$23.97
Astrobrights Color Paper Lunar Blue 500 Sheets		1	20483	177C-Y3G3-9FNR 3/8/2020	10.5.1002.4105.200.0000	\$17.49
Astrobrights Colored Cardstock Planetary Purple 250 Sheets		2	20483	177C-Y3G3-9FNR 3/8/2020	10.5.1002.4105.200.0000	\$31.90
Kelz Kids durable Pull and Stretch stress Squeeze Ball 12 pack		4	20483	177C-Y3G3-9FNR 3/8/2020	10.5.1002.4105.200.0000	\$95.88
Astrobrights Colored Cardstock Cosmic Orange 250 sheets		1	20483	177C-Y3G3-9FNR 3/8/2020	10.5.1002.4105.200.0000	\$16.82
Astrobrights Colored Cardstock Lunar Blue 250 Sheets		1	20483	177C-Y3G3-9FNR 3/8/2020	10.5.1002.4105.200.0000	\$12.48

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Astrobrights Colored Cardstock Rocket Red 250 Sheets		2	20483	177C-Y3G3-9FNR 3/8/2020	10.5.1002.4105.200.0000	\$28.06
Amazon Basics File Folders 100 Pack Assorted Colors		2	20483	177C-Y3G3-9FNR 3/8/2020	10.5.1002.4105.200.0000	\$24.08
Beyumi Marble Fidget Toys 20 Pieces		4	20483	177C-Y3G3-9FNR 3/8/2020	10.5.1002.4105.200.0000	\$47.96
Stretchy Happy Man Toy Set of 24		4	20483	177C-Y3G3-9FNR 3/8/2020	10.5.1002.4105.200.0000	\$63.00
Sensory fidget Toys Set 22 Pieces		4	20483	177C-Y3G3-9FNR 3/8/2020	10.5.1002.4105.200.0000	\$82.60
Astrobrights Color Paper Galaxy Gold 500 sheets		1	20483	177C-Y3G3-9FNR 3/8/2020	10.5.1002.4105.200.0000	\$16.23
Astrobrights Card Stock Plasma Pink 250 Sheets		2	20483	177C-Y3G3-9FNR 3/8/2020	10.5.1002.4105.200.0000	\$32.80
24 Pack Sensory Toys Set		4	20483	177C-Y3G3-9FNR 3/8/2020	10.5.1002.4105.200.0000	\$46.04
Astrobrights Color Paper Lift Off Lemon 500 Sheets		1	20483	177C-Y3G3-9FNR 3/8/2020	10.5.1002.4105.200.0000	\$10.49
Check #: 0						
						PO/InvoiceTotal: \$549.80
Check Group:						
Spikeball Replacement Balls 2 Pack		1	20484	1LFH-3HHP-7WW G 3/12/2020	10.5.1002.4009.200.0000	\$12.99
QGHXO Band for Polar A360 Replacement Wrist Band		10	20484	1LFH-3HHP-7WW G 3/12/2020	10.5.1002.4009.200.0000	\$79.90
Spikeball Rookie Kit 50% Larger Net & Ball		4	20484	1LFH-3HHP-7WW G 3/12/2020	10.5.1002.4009.200.0000	\$239.96
Check #: 0						
						PO/InvoiceTotal: \$332.85

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Huamuyu Hydroponic Garden Aquaphonic Fish Tank Plants Growing System		1	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$52.95
Bulk Pack of Teaspoon Measuring Spoons 24 Pack		1	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$8.99
Scotch Painters Tape Blue 9 Pack		1	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$29.75
Heavy Duty Silver Duct Tape 5 Roll		1	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$23.95
Stikk Brown Painters Tape		3	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$29.91
American Weigh Scale Digital Silver		1	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$25.99
US Balance LCD Display Table Scale Black		10	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$375.30
New Star Foodservice Plastic Food Tray Set of 12		1	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$22.95
WA Portman 12 pc Craft Knife Set		1	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$19.99
20 Mule Team All Natural Borax Detergent 4 count		2	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$34.80
Caydo 200 pc Pipe Cleaners		1	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$6.99
Elmers all Purpose School Glue Sticks 30 count		2	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$11.64

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
AMIR Upgraded Digital Kitchen Scale		5	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$64.90
4-20 Mesh Laboratory-Grade Anhydrous Calcium Chloride		1	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$25.09
Midwest Products Project Woods		3	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$29.67
1 Pound Super absorbent Diaper Polymer		1	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$25.99
Binder Pencil Pouch with Zipper Pulls 10 Pack		1	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$14.99
WC Redmon Precision Digital Pet Scales		1	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$98.37
250 Clear Plastic Cups		1	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$16.99
Bag of Balloons 72 Ct		2	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$14.42
Wire Cake Testers		8	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$31.04
Lab Grade 95% Talc Powder		1	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$28.30
Business Source 25x30 Easel Pads 4-Pack		1	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$59.00
Crayola Colored Pencils 12 Count Pack of 2		4	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$20.32

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
200 Pcs Craft Sticks		1	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$4.99
Upgraded Mini Hot Melt Glue Gun		10	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$109.90
Discount		1	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	(\$1.84)
Shipping		1	20486	1TWG-P9X4-1PF 7 3/10/2020	10.5.1002.4012.200.0000	\$63.84
Check #: 0						
						PO/InvoiceTotal: \$1,249.18
Check Group:						
Rayovac 9V Batteries 8 Count		1	20487	1K6N-YL1Q-3M1 R 3/10/2020	10.5.1002.4000.200.0000	\$12.74
\$-5 Pro-rated Adjustment Applied - Rayovac 9V Batteries 8 Count		1	20487	1K6N-YL1Q-3M1 R 3/10/2020	10.5.1002.4000.200.0000	(\$1.07)
\$-5 Pro-rated Adjustment Applied - Paper Mate Flair Tip Felt Pens 36 Count		1	20487	1K6N-YL1Q-3M1 R 3/10/2020	10.5.1002.4000.200.0000	(\$2.04)
Paper Mate Flair Tip Felt Pens 36 Count		1	20487	1K6N-YL1Q-3M1 R 3/10/2020	10.5.1002.4000.200.0000	\$24.15
Scotch Brand Masking Tape 3 Pack		1	20487	1K6N-YL1Q-3M1 R 3/10/2020	10.5.1002.4000.200.0000	\$7.92
\$-5 Pro-rated Adjustment Applied - Scotch Brand Masking Tape 3 Pack		1	20487	1K6N-YL1Q-3M1 R 3/10/2020	10.5.1002.4000.200.0000	(\$0.67)
\$-5 Pro-rated Adjustment Applied - Dixie Bath Cups 600 Count		1	20487	1K6N-YL1Q-3M1 R 3/10/2020	10.5.1002.4000.200.0000	(\$1.22)

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Dixie Bath Cups 600 Count		1	20487	1K6N-YL1Q-3M1 R 3/10/2020	10.5.1002.4000.200.0000	\$14.49
Check #: 0						
PO/InvoiceTotal:						\$54.30
Check Group:						
Loteria Mexicana Family Board Game Set of 20 Boards		1	20488	1QNF-Y1KJ-XDK 1 3/15/2020	10.5.1002.4019.200.0000	\$9.43
Papermate Inkjoy Gel Pens, Medium Point Assorted Colors 20 count		1	20488	1QNF-Y1KJ-XDK 1 3/15/2020	10.5.1002.4019.200.0000	\$17.88
Siccors Bulk 20 Pack		1	20488	1QNF-Y1KJ-XDK 1 3/15/2020	10.5.1002.4019.200.0000	\$18.99
Story Slam		1	20488	1QNF-Y1KJ-XDK 1 3/15/2020	10.5.1002.4019.200.0000	\$24.95
Spanish Version Lunch Notes 101 Tear Off Notes		1	20488	1QNF-Y1KJ-XDK 1 3/15/2020	10.5.1002.4019.200.0000	\$4.31
Spanish Vocabulary Smart Books		2	20488	1QNF-Y1KJ-XDK 1 3/15/2020	10.5.1002.4019.200.0000	\$7.34
30 rolls Washi Masking Tape Set		1	20488	1QNF-Y1KJ-XDK 1 3/15/2020	10.5.1002.4019.200.0000	\$11.99
Educational Insights Super Sleuth Vocabulary Game		1	20488	1QNF-Y1KJ-XDK 1 3/15/2020	10.5.1002.4019.200.0000	\$15.27
Spanish Card Game		1	20488	1QNF-Y1KJ-XDK 1 3/15/2020	10.5.1002.4019.200.0000	\$19.99
AmazonBasics Pre-Sharpended Wood Cased #2 HB Pencils		1	20488	1QNF-Y1KJ-XDK 1 3/15/2020	10.5.1002.4019.200.0000	\$12.49

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
102 Piece Punch Cards Reward Cards		1	20488	1QNF-Y1KJ-XDK 1 3/15/2020	10.5.1002.4019.200.0000	\$6.99
Really Good Stuff Dear Students Two-sided Banner Englis/Spanish		1	20488	1QNF-Y1KJ-XDK 1 3/15/2020	10.5.1002.4019.200.0000	\$5.99
Shipping		1	20488	1QNF-Y1KJ-XDK 1 3/15/2020	10.5.1002.4019.200.0000	\$13.94
Check #: 0						
						PO/InvoiceTotal: <u> </u> \$169.56
Check Group:						
The Okay Witch		3	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$38.97
Scar Island		1	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$7.33
Belly Up (FunJungle)		1	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$6.99
Small Spaces		3	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$20.97
Nightbooks		4	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$22.76
Raymie Nightingale		1	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$3.99
Me, Frida, and the Secret of the Peacock Ring		3	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$21.99
Spy School Top Secret Collection		1	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$24.49

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
The Only Road		1	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$6.59
Spirit Hunters #2: The Island of Monsters		1	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$6.99
Look Both Ways: A Tale Told in Ten Blocks		1	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$7.99
Sweep: The Story of a Girl and Her Monster		1	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$11.59
Spirit Hunters		1	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$5.99
The Complete Moon Base Alpha: Space Case, Spaced Out, Waste of Space		1	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$21.49
The Secret Lake		1	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$7.99
The Magic Misfits: The Secondary Story		1	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$8.99
Big Game (FunJungle)		1	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$6.99
Beverly, Right Here		1	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$8.49
Louisianas Way Home		1	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$8.99
The Magic Misfits		2	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$12.78

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Shipping		1	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$15.67
Sweeping Up The Heart		2	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$15.98
Poached (FunJungle)		1	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$7.53
The Magic Misfits: The Minor Third		1	20491	1LX9-9PLM-63W K 3/17/2020	10.5.1002.4010.200.0000	\$8.49
Words on Fire		1	20491	1NXK-NHJM-1T6 R 3/23/2020	10.5.1002.4010.200.0000	\$13.09
Check #: 0						
						PO/InvoiceTotal: <u>\$323.12</u>
Check Group:						
Logitech Wired Keyboard for iPad		20	20495	1HJR-KPCG-VC1 G 3/22/2020	10.5.2225.4000.100.0000	\$799.80
Belkin RockStar 10-Port USB Charging Station for Mac's cart		3	20495	1RM6-RNMW-34 N9 3/16/2020	10.5.2225.4000.100.0000	\$299.97
HP EliteDisplay E243 23.8-Inch Screen LED-Lit Monitor for Terry, Sandy, McAtee		3	20495	1RM6-RNMW-34 N9 3/16/2020	10.5.2225.5501.100.0000	\$474.00
HP EliteDisplay E243 23.8-Inch Screen LED-Lit Monitor for Erika, Stacey, Maria		3	20495	1RM6-RNMW-34 N9 3/16/2020	10.5.2225.5500.200.0000	\$474.00
Mac Book pro Charger,AC 85w Magsafe 2 Power Adapter		5	20495	1RM6-RNMW-34 N9 3/16/2020	10.5.2225.4000.100.0000	\$109.95
Mac Book pro Charger,AC 85w Magsafe 2 Power Adapter		5	20495	1RM6-RNMW-34 N9 3/16/2020	10.5.2225.4000.200.0000	\$109.95

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
PowerStar- 3YR Warranty RBC24 APC batteries		2	20495	1RM6-RNMW-34 N9 3/16/2020	10.5.2225.4000.100.0000	\$175.56
Sabrent 4-Port USB 3.0 Hub		6	20495	1RM6-RNMW-34 N9 3/16/2020	10.5.2225.4000.100.0000	\$59.94
UGREEN 3.5mm Female to 2 RCA Male Stereo Audio Y Cable for Millie V's sound		1	20495	1RM6-RNMW-34 N9 3/16/2020	10.5.2225.4000.100.0000	\$9.58
ESC Computer Keyboard Stand for Brianne		1	20495	1RM6-RNMW-34 N9 3/16/2020	10.5.2225.4000.200.0000	\$16.79
Check #: 0						
PO/InvoiceTotal:						\$2,529.54
Check Group:						
Early Buy Pop Up Sticky Notes 3x3 Self Stick 6 Pads		1	20498	16LY-4Y3Y-JJWJ 3/15/2020	10.5.1002.4019.200.0000	\$6.49
Pfficemate Binder Clips Asst. Colors 30 Clips per tube		1	20498	16LY-4Y3Y-JJWJ 3/15/2020	10.5.1002.4019.200.0000	\$5.57
Fun Express Neon Animal Print Pencils Set of 24		2	20498	16LY-4Y3Y-JJWJ 3/15/2020	10.5.1002.4019.200.0000	\$15.76
Paper Mate Flair Felt Tip Pens Asst. Colors 14 Count		1	20498	16LY-4Y3Y-JJWJ 3/15/2020	10.5.1002.4019.200.0000	\$12.00
Check #: 0						
PO/InvoiceTotal:						\$39.82
Check Group:						
Juvalle 24-Pack Bulk Olympic Style Gold Winner Award Medals		1	20499	1PFP-47X3-DGV4 3/14/2020	10.5.1002.4019.200.0000	\$14.99
Hipat Whistle 12 Pack Sports Whistles with Lanyards		1	20499	1PFP-47X3-DGV4 3/14/2020	10.5.1002.4019.200.0000	\$11.99
Check #: 0						
PO/InvoiceTotal:						\$26.98

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Iris Usa 12 Quart Stack & Pull Box Clear 6 stack		1	20500	1LGP-4TGV-D3K V 3/19/2020	10.5.1002.4019.200.0000	\$20.24
TR Industrial Black Cable Ties 100 Pack		1	20500	1LGP-4TGV-D3K V 3/19/2020	10.5.1002.4019.200.0000	\$8.99
Excell ET-191BK Desk Tape Dispenser 1" Wide Black		2	20500	1LGP-4TGV-D3K V 3/19/2020	10.5.1002.4019.200.0000	\$28.58
Crayola BIN528039 Triangular Class Pack 16 Colors 256 count		1	20500	1LGP-4TGV-D3K V 3/19/2020	10.5.1002.4019.200.0000	\$43.99
X-Acto School Pro Classroom Electric Pencil Sharpener Blue		1	20500	1RNT-7HNY-MR GJ 3/17/2020	10.5.1002.4019.200.0000	\$28.99
Storex Classroom Student Project Box 5 Pack		1	20500	1RNT-7HNY-MR GJ 3/17/2020	10.5.1002.4019.200.0000	\$26.59
					Check #: 0	
						PO/InvoiceTotal: <u>\$157.38</u>
Check Group:						
Horiechally 36 sheets Scratch and Sniff Stickers		1	20501	1XCV-WCYJ-F1F Y 3/17/2020	10.5.1002.4019.200.0000	\$9.97
Stickers for Water Bottles 100 Pcs Vinyl Stickers		1	20501	1XCV-WCYJ-F1F Y 3/17/2020	10.5.1002.4019.200.0000	\$5.99
Elmers All Purpose School Glue Sticks 30 count		1	20501	1XCV-WCYJ-F1F Y 3/17/2020	10.5.1002.4019.200.0000	\$5.82
Waterproof Vinyl Stickers 50 Pcs Neon Style		1	20501	1XCV-WCYJ-F1F Y 3/17/2020	10.5.1002.4019.200.0000	\$5.49
Pentel C27BPHB3K6 Super Hi-Polymer Lead Refills		1	20501	1XCV-WCYJ-F1F Y 3/17/2020	10.5.1002.4019.200.0000	\$3.99

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Paper Mate Ink Joy Gel Pens Asst Colors 12 Count		1	20501	1XCV-WCYJ-F1F Y 3/17/2020	10.5.1002.4019.200.0000	\$15.08
Refill Erasers for AL,AX and PD Series Pencils 5 Pcs		1	20501	1XCV-WCYJ-F1F Y 3/17/2020	10.5.1002.4019.200.0000	\$5.15
Pentel Quicker Clicker Automatic Pencil 2 Pack		1	20501	1XCV-WCYJ-F1F Y 3/17/2020	10.5.1002.4019.200.0000	\$4.67
Discount		1	20501	1XCV-WCYJ-F1F Y 3/17/2020	10.5.1002.4019.200.0000	(\$5.00)

Check #: 0

PO/InvoiceTotal: \$51.16

Check Group:

Arteza Dry Erase Markers Bul Pack of 52 12 Assorted Colors		1	20502	1GRQ-JQN4-DHF Q 3/14/2020	10.5.1002.4019.200.0000	\$26.98
Impex Round Wood #2 HB Pencils 144 pcs		1	20502	1GRQ-JQN4-DHF Q 3/14/2020	10.5.1002.4019.200.0000	\$20.99
Crayola Low Odor Dry Erase Markers 12 Count		1	20502	1GRQ-JQN4-DHF Q 3/14/2020	10.5.1002.4019.200.0000	\$9.55
U Brands Magnetic Dry Erase Board Eraser		1	20502	1GRQ-JQN4-DHF Q 3/14/2020	10.5.1002.4019.200.0000	\$5.49
Workablez Magnetic Pencil Holder		1	20502	1GRQ-JQN4-DHF Q 3/14/2020	10.5.1002.4019.200.0000	\$12.97
Shipping		1	20502	1GRQ-JQN4-DHF Q 3/14/2020	10.5.1002.4019.200.0000	\$8.15

Check #: 0

PO/InvoiceTotal: \$84.13

Check Group:

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Teacher Created Resources		2	20510	1DD6-1CW9-44G R 3/28/2020	10.5.1002.4010.200.0000	\$9.38
The Crossover (The Crossover Series)		1	20510	1DD6-1CW9-44G R 3/28/2020	10.5.1002.4010.200.0000	\$7.99
Allies		2	20510	1DD6-1CW9-44G R 3/28/2020	10.5.1002.4010.200.0000	\$21.02
Sunny (3) (Track)		1	20510	1DD6-1CW9-44G R 3/28/2020	10.5.1002.4010.200.0000	\$6.98
Teacher Created Resources Mini Accents Blue Paw Prints		2	20510	1DD6-1CW9-44G R 3/28/2020	10.5.1002.4010.200.0000	\$8.38
The Thin Gray Line		1	20510	1DD6-1CW9-44G R 3/28/2020	10.5.1002.4010.200.0000	\$13.99
Swing (Blink)		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$7.49
Booked (The Crossover Series)		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$6.49
Look Both Ways: A Tale Told in Ten Blocks		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$7.99
The Once Series 6 Book Set Pack (Now, Afetr, Then, Once, Soon, Maybe)		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$26.99
Ali Cross		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$8.49
Number the Stars		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$5.79

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
The Boy in the Black Suit		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$9.46
Ghost (1) (Track)		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$5.99
Everything we Lose: A Civil War Novel of Hope, Courage and Redemption		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$12.99
Son (4) (Giver Quartet)		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$8.94
Projekt 1065: A Novel of World War II		2	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$21.98
Grenade		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$9.19
One on One: Behind the Scenes with Greats in the Game		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$9.25
Like a River: A Civil War Novel		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$13.99
Tale from SkeenahCreek: A Civil War Historical Fiction Novel		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$4.96
Unbroken The Young Adult Adaptation: An Olympians Journey from Airman to Castaway		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$9.89
The Prodigy: A Novel		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$7.98
The Tin Heart		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$5.10

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Dadblamed Union Army Cow		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$7.76
Long Way Down		2	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$13.58
The Boy on the Wooden Box		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$8.36
Gym Candy		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$6.99
Red Card		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$8.99
When I Was the Greatest		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$9.29
That Deadly space		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$5.81
Grenade		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$9.29
Women Sports: 50 Fearless Athletes		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$13.26
House Arrest		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$6.39
Shipping		1	20510	1YW1-RNC9-96F 7 3/23/2020	10.5.1002.4010.200.0000	\$3.99

Check #: 0

PO/InvoiceTotal: \$344.41

Check Group:

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Boao 9 Pcs Mini Fidget Puzzles		1	20511	1F7W-LFWC-C7P X 3/23/2020	10.5.2110.4000.200.0000	\$12.99
Ish Creatrlogy		1	20511	1F7W-LFWC-C7P X 3/23/2020	10.5.2110.4000.200.0000	\$9.29
Neliblu Wacky Tracks Fidget toys		1	20511	1F7W-LFWC-C7P X 3/23/2020	10.5.2110.4000.200.0000	\$8.97
Essential Oil Diffuser		1	20511	1F7W-LFWC-C7P X 3/23/2020	10.5.2110.4000.200.0000	\$30.99
Reviving Ophelia 25th Anniversary Edition		1	20511	1F7W-LFWC-C7P X 3/23/2020	10.5.2110.4000.200.0000	\$9.99
Fidget toys Package of 10		1	20511	1F7W-LFWC-C7P X 3/23/2020	10.5.2110.4000.200.0000	\$6.99
Spinner Ring Arm Slinky Toy		1	20511	1F7W-LFWC-C7P X 3/23/2020	10.5.2110.4000.200.0000	\$8.97
Original Hoberman Sphere Rainbow		1	20511	1F7W-LFWC-C7P X 3/23/2020	10.5.2110.4000.200.0000	\$31.59
Impresa Products 5-Pack of Stretchy Fidget		1	20511	1F7W-LFWC-C7P X 3/23/2020	10.5.2110.4000.200.0000	\$9.99
Social Behaviour Mapping		1	20511	1F7W-LFWC-C7P X 3/23/2020	10.5.2110.4000.200.0000	\$36.00
#7 suede \$ wooden Mallet for crystal Singing Bowl		1	20511	1F7W-LFWC-C7P X 3/23/2020	10.5.2110.4000.200.0000	\$5.24
Shipping		1	20511	1F7W-LFWC-C7P X 3/23/2020	10.5.2110.4000.200.0000	\$3.99

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Ja-Ru Stretchy Ball Stress Relief Pack of 2		1	20511	1MKG-VQLJ-LN6 1 3/29/2020	10.5.2110.4000.200.0000	\$7.49
Check #: 0						
PO/InvoiceTotal:						\$182.49
Check Group:						
32 Pieces Guided Reading Strips Colorful Bookmarks		1	20512	1PP3-PGT1-9K4J 3/23/2020	10.5.1002.4019.200.0000	\$14.86
Pre sharpened Wood Cased #2 HB Pencils 150 Pack		1	20512	1PP3-PGT1-9K4J 3/23/2020	10.5.1002.4019.200.0000	\$12.31
Pendafelx Two-Tone Color File Folders 36 Pack		1	20512	1PP3-PGT1-9K4J 3/23/2020	10.5.1002.4019.200.0000	\$7.90
Reading comprehension Tools and Guided Reading Materials Dyslexia Tools for Kids		1	20512	1PP3-PGT1-9K4J 3/23/2020	10.5.1002.4019.200.0000	\$16.99
Check #: 0						
PO/InvoiceTotal:						\$52.06
Check Group:						
Round Pencils Assorted Colors		2	20513	11YP-KW6W-C9Y P 3/24/2020	10.5.1002.4019.200.0000	\$73.22
Check #: 0						
PO/InvoiceTotal:						\$73.22
Check Group:						
laln 50 Pack 6-Sided Game Dice		1	20514	1F7W-LFWC-Q7K D 3/24/2020	10.5.1002.4019.200.0000	\$6.59
Crayola Colored Pencils 100 Count		1	20514	1F7W-LFWC-Q7K D 3/24/2020	10.5.1002.4019.200.0000	\$14.99
Sharpie Flip Chart Markers 8 count assorted colors		1	20514	1F7W-LFWC-Q7K D 3/24/2020	10.5.1002.4019.200.0000	\$4.95

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Paper Mate Flair Felt Tip Pens Asst. Colors 12 Count		1	20514	1F7W-LFWC-Q7K D 3/24/2020	10.5.1002.4019.200.0000	\$11.94
Brybelly 12 Decks Playing Cards Set		1	20514	1F7W-LFWC-Q7K D 3/24/2020	10.5.1002.4019.200.0000	\$14.99
10 Pack Playing Cards Deck Boxes 10 Pack		1	20514	1NXK-NHJM-1HK F 3/23/2020	10.5.1002.4019.200.0000	\$21.97
Check #: 0						
						PO/InvoiceTotal: <u> </u>
						\$75.43
Check Group:						
Sharpie Permanent Markers		1	20515	119W-4X17-9L77 3/23/2020	10.5.1002.4019.200.0000	\$6.17
Mpow CH6 Kids Headphones		1	20515	119W-4X17-9L77 3/23/2020	10.5.1002.4019.200.0000	\$17.99
Unime 12 Pack Magic Worm Toys 6 colors		1	20515	1YW1-RNC9-6YN W 3/23/2020	10.5.1002.4019.200.0000	\$7.99
Bag of Balloons 72 count		1	20515	1YW1-RNC9-6YN W 3/23/2020	10.5.1002.4019.200.0000	\$7.16
Delight eshop 3D Fruit Cushion		1	20515	1YW1-RNC9-6YN W 3/23/2020	10.5.1002.4019.200.0000	\$14.00
Magnetic Clips 6 Pack		1	20515	1YW1-RNC9-6YN W 3/23/2020	10.5.1002.4019.200.0000	\$6.95
Trideer Inflated Stability Wobble Cushion		1	20515	1YW1-RNC9-6YN W 3/23/2020	10.5.1002.4019.200.0000	\$17.99
Sharpie Electro Pop Fine Point 24 Count		1	20515	1YW1-RNC9-6YN W 3/23/2020	10.5.1002.4019.200.0000	\$31.19

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
HZT-US 5 Color 30 Piece Acupressure Massage Ring		1	20515	1YW1-RNC9-6YN W 3/23/2020	10.5.1002.4019.200.0000	\$13.99
Mpow CH6 Kids Headphone		1	20515	1YW1-RNC9-6YN W 3/23/2020	10.5.1002.4019.200.0000	\$17.99
Mpow CH6 Kids Headphones		1	20515	1YW1-RNC9-6YN W 3/23/2020	10.5.1002.4019.200.0000	\$17.99
Check #: 0						
						PO/InvoiceTotal: <u> </u>
						\$159.41
Check Group:						
Expo Low Odor Dry Erase Markers 16 Count Vibrant Colors		1	20516	14QM-CVKW-4T1 P 3/21/2020	10.5.1002.4019.200.0000	\$17.35
Expo Low Odor Dry Erase Markers		1	20516	14QM-CVKW-4T1 P 3/21/2020	10.5.1002.4019.200.0000	\$10.73
Oxford Filler Paper 500 Sheets		1	20516	14QM-CVKW-4T1 P 3/21/2020	10.5.1002.4019.200.0000	\$10.87
Shipping		1	20516	14QM-CVKW-4T1 P 3/21/2020	10.5.1002.4019.200.0000	\$5.99
Check #: 0						
						PO/InvoiceTotal: <u> </u>
						\$44.94
Check Group:						
Spirit Hunters		1	20517	1G6W-NJ3V-3TV C 3/19/2020	10.5.2220.4300.200.0000	\$5.99
Miscalculations of Lightning Girl		3	20517	1G6W-NJ3V-3TV C 3/19/2020	10.5.2220.4300.200.0000	\$22.53
Nowhere Boy		2	20517	1G6W-NJ3V-3TV C 3/19/2020	10.5.2220.4300.200.0000	\$22.60

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Sweep		2	20517	1G6W-NJ3V-3TV C 3/19/2020	10.5.2220.4300.200.0000	\$24.96
Twelve Days in May		2	20517	1G6W-NJ3V-3TV C 3/19/2020	10.5.2220.4300.200.0000	\$25.78
Amal Unbound		3	20517	1G6W-NJ3V-3TV C 3/19/2020	10.5.2220.4300.200.0000	\$21.57
Check #: 0						
						PO/InvoiceTotal: <u> </u>
						\$123.43
Check Group:						
Elmers All Purpose Glue Sticks 60 Pack		1	20518	1HJR-KPCG-QFK K 3/22/2020	10.5.1002.4107.200.0000	\$13.75
Crayola Ultra Clean Washable Broad Line Markers 40 Classic Colors		1	20518	1HJR-KPCG-QFK K 3/22/2020	10.5.1002.4107.200.0000	\$12.22
Expo Whiteboard Dry Erase Erasers		1	20518	1HJR-KPCG-QFK K 3/22/2020	10.5.1002.4107.200.0000	\$11.98
Bouncy Bands Original for Teens Black Pack of 10		2	20518	1HJR-KPCG-QFK K 3/22/2020	10.5.1002.4107.200.0000	\$260.00
Expo Dry Erase Precision Point Eraserw/Replaceable Pad		3	20518	1HJR-KPCG-QFK K 3/22/2020	10.5.1002.4107.200.0000	\$29.31
Check #: 0						
						PO/InvoiceTotal: <u> </u>
						\$327.26
Check Group:						
Handheld Metal Single Hole Punch 3 pcs		1	20519	1PTH-XK1G-YHH F 3/22/2020	10.5.1002.4019.200.0000	\$15.99
Expo Whiteboard Dry Erase Eraser		1	20519	1PTH-XK1G-YHH F 3/22/2020	10.5.1002.4019.200.0000	\$11.98

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
YDisplay Acrylic Sign Holder 6 Pack		1	20519	1PTH-XK1G-YHH F 3/22/2020	10.5.1002.4019.200.0000	\$29.99
Bavite Heavy Duty Magnetic Hooks 8 Pack		1	20519	1PTH-XK1G-YHH F 3/22/2020	10.5.1002.4019.200.0000	\$13.99
Mr Pen Magnetic Desk Toy Colored and Silver Paper Clips 100 pieces		1	20519	1PTH-XK1G-YHH F 3/22/2020	10.5.1002.4019.200.0000	\$6.99
Onedone Reward Punch Card Pack of 200		1	20519	1PTH-XK1G-YHH F 3/22/2020	10.5.1002.4019.200.0000	\$9.95
Oxford Extreme Index Card 100 per Pack Assorted colors		1	20519	1PTH-XK1G-YHH F 3/22/2020	10.5.1002.4019.200.0000	\$17.18
9 Pcs Canvas Stretch Wood Frame		1	20519	1PTH-XK1G-YHH F 3/22/2020	10.5.1002.4019.200.0000	\$28.00
Suopertek Density Identification Set 12 Pieces		1	20519	1PTH-XK1G-YHH F 3/22/2020	10.5.1002.4019.200.0000	\$29.98
Check #: 0						
						PO/InvoiceTotal: <u>\$164.05</u>
Check Group:						
Storex Stretch Pencil Box Case of 12		2	20520	119W-4X17-DVM V 3/23/2020	10.5.1002.4014.200.0000	\$62.96
Pacon Grid Paper Roll 1 Roll		1	20520	119W-4X17-DVM V 3/23/2020	10.5.1002.4014.200.0000	\$33.39
Texas Instruments TI-30X IIS Scientific Calculator		12	20520	1PYT-94T3-3FFF 3/30/2020	10.5.1002.4014.200.0000	\$208.68
ETA Hand2Mind AngLegs Set of 72		1	20520	1PYT-94T3-3FFF 3/30/2020	10.5.1002.4014.200.0000	\$11.25
Learning Resources Hands On Soft Dot Dice Bucket		1	20520	1PYT-94T3-3FFF 3/30/2020	10.5.1002.4014.200.0000	\$28.28

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Expo Low Odor Ultra Fine Black Dry Erase Markers Box of 36		6	20520	1PYT-94T3-3FFF 3/30/2020	10.5.1002.4014.200.0000	\$191.64
Magicfly Paper Organizer Basket Pack of 8		3	20520	1PYT-94T3-3FFF 3/30/2020	10.5.1002.4014.200.0000	\$65.97
Sharpie Accent Pocket Highlighters Chisel Tip 24 Count		2	20520	1PYT-94T3-3FFF 3/30/2020	10.5.1002.4014.200.0000	\$17.00
Post It Super Sticky Easel Pad 6 Pads		2	20520	1PYT-94T3-3FFF 3/30/2020	10.5.1002.4014.200.0000	\$186.78
Pink Erasers Pack of 100		1	20520	1PYT-94T3-3FFF 3/30/2020	10.5.1002.4014.200.0000	\$19.99
Post It Notes 24 Pad/Pack		1	20520	1PYT-94T3-3FFF 3/30/2020	10.5.1002.4014.200.0000	\$11.49
Expo Block Eraser Dry erase Whiteboard erasers		1	20520	1PYT-94T3-3FFF 3/30/2020	10.5.1002.4014.200.0000	\$16.50
Storex Classroom Caddy Case of 6		1	20520	1PYT-94T3-3FFF 3/30/2020	10.5.1002.4014.200.0000	\$23.49
ZZTX Classic Ruler 12" Stainless Steel Ruler		3	20520	1PYT-94T3-3FFF 3/30/2020	10.5.1002.4014.200.0000	\$41.97
JARLINK 8 Pack Pencil Sharpener		1	20520	1PYT-94T3-3FFF 3/30/2020	10.5.1002.4014.200.0000	\$8.49
AmazonBasics Hanging Folders 25 Pack		1	20520	1PYT-94T3-3FFF 3/30/2020	10.5.1002.4014.200.0000	\$10.86
Elmers All Purpose School Glue Sticks 30 count		1	20520	1PYT-94T3-3FFF 3/30/2020	10.5.1002.4014.200.0000	\$5.82
AmazonBasics File Folders 100 Pack		2	20520	1PYT-94T3-3FFF 3/30/2020	10.5.1002.4014.200.0000	\$24.08
Blue Summit Kids Scissors 12 Pack		1	20520	1PYT-94T3-3FFF 3/30/2020	10.5.1002.4014.200.0000	\$13.99
BIC Ecolutions Round Stic Ballpoint Pen 50 Count		1	20520	1PYT-94T3-3FFF 3/30/2020	10.5.1002.4014.200.0000	\$6.99

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Post It Super Sticky Easel Pad 2 Pads		1	20520	1PYT-94T3-3FFF 3/30/2020	10.5.1002.4014.200.0000	\$53.99
Check #: 0						
PO/InvoiceTotal:						\$1,043.61
Check Group:						
Mini Hot Glue Gun Sticks Pack of 80 Sticks		1	20521	1HJR-KPCG-JRF 1 3/22/2020	10.5.1002.4019.200.0000	\$5.95
AdTech 10" Hot Sticks All Purpose Glue Sticks		2	20521	1HJR-KPCG-JRF 1 3/22/2020	10.5.1002.4019.200.0000	\$27.68
Chenille Kraft Natural Wood Craft Sticks		8	20521	1HJR-KPCG-JRF 1 3/22/2020	10.5.1002.4019.200.0000	\$67.84
Swingline Stapler Black 2 Pack		1	20521	1HJR-KPCG-JRF 1 3/22/2020	10.5.1002.4019.200.0000	\$9.58
Check #: 0						
PO/InvoiceTotal:						\$111.05
Check Group:						
Carnation Patty Paper- Box of 1000 Sheets		3	20522	1H1X-1WNN-1DF X 3/18/2020	10.5.1002.4019.200.0000	\$36.87
AstroBrights Colored Cardstock 25-Color Assortment 75 Sheets		4	20522	1H1X-1WNN-1DF X 3/18/2020	10.5.1002.4019.200.0000	\$27.96
Oxford Filler Paper 400 Sheets per Pack		1	20522	1H1X-1WNN-1DF X 3/18/2020	10.5.1002.4019.200.0000	\$9.90
Trend T6491 Stinky Stickers		1	20522	1H1X-1WNN-1DF X 3/18/2020	10.5.1002.4019.200.0000	\$10.34
AmazonBasics Rubber Bands		1	20522	1H1X-1WNN-1DF X 3/18/2020	10.5.1002.4019.200.0000	\$14.53

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
PO/InvoiceTotal:						\$99.60
Check Group:						
Dear Martin		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$5.48
My Night		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$12.20
Twelve Days in May: Freedom Ride 1961		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$12.89
Mondays Not Coming		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$9.31
Spirit Hunters		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$10.99
Creanoso Inspiring Quotes Book Marks 60 Pack		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$12.79
Resistance		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$13.69
Stolen Words		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$12.34
The Parker Inheritance		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$7.41
Becoming Kareem: Growing Up On and Off the Court		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$7.22
Small Spaces		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$6.99

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To This Day: For the Bullied and Beautiful		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$14.58
Koogel 60 Pcs Feather Book Marks		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$6.99
The Only Road		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$6.59
Me, Frida, and the Secret of the Peacock Ring		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$7.33
Speechless		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$12.99
Soldier for Equality		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$14.26
One of Us Is Lying		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$12.61
One Of Us Is Next: The Sequel to One of Us Is Lying		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$13.98
Helium		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$12.86
Amal Unbound		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$7.19
No Matter the Wreckage		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$11.26
Sweep: The Story of a Girl and Her Monster		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$11.59

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Where Are You From?		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$15.79
Hearts Unbroken		1	20523	11QG-G4P1-CHH 9 3/18/2020	10.5.1002.4010.200.0000	\$17.99
Check #: 0						
PO/InvoiceTotal:						\$277.32
Check Group:						
Colorations liquid glitter watercolor		1	20524	14QM-CVKW-R91 W 3/22/2020	10.5.1125.4000.100.0000	\$49.65
Captain Creative magic nudles		5	20524	14QM-CVKW-R91 W 3/22/2020	10.5.1125.4000.100.0000	\$74.84
Sharpie rub-a-dub laundry blk,2 pk		2	20524	14QM-CVKW-R91 W 3/22/2020	10.5.1125.4000.100.0000	\$12.39
Crayola washable purple paint		1	20524	1C79-RRYC-N61 D 3/25/2020	10.5.1125.4000.100.0000	\$18.89
Wiggle eyes for Vday		2	20524	1C79-RRYC-N61 D 3/25/2020	10.5.1125.4000.100.0000	\$29.98
Purex sta-flo liquid starch		1	20524	1C79-RRYC-N61 D 3/25/2020	10.5.1125.4000.100.0000	\$11.59
Colorations liquid watercolor paint		1	20524	1C79-RRYC-N61 D 3/25/2020	10.5.1125.4000.100.0000	\$51.73
Colored masking tape 1in x 15m		1	20524	1C79-RRYC-N61 D 3/25/2020	10.5.1125.4000.100.0000	\$13.99
Crayola cardstock paper 25 count		3	20524	1C79-RRYC-N61 D 3/25/2020	10.5.1125.4000.100.0000	\$14.97

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Colorations Esticker Wiggly stickers		3	20524	1C79-RRYC-N61 D 3/25/2020	10.5.1125.4000.100.0000	\$52.29
Dry erase surface cleaner 8oz		1	20524	1C79-RRYC-N61 D 3/25/2020	10.5.1125.4000.100.0000	\$15.25
Crayola washable yellow 1 gallon		1	20524	1C79-RRYC-N61 D 3/25/2020	10.5.1125.4000.100.0000	\$12.99
Washable Dot markers large 10 colors		5	20524	1C79-RRYC-N61 D 3/25/2020	10.5.1125.4000.100.0000	\$94.05
Check #: 0						
						PO/InvoiceTotal: <u> </u> \$452.61
Check Group:						
Zane and the Hurricane: A Story of Katrina		4	20525	1V13-WJKX-CVD 1 3/23/2020	10.5.1002.4001.200.0000	\$29.28
Life as We Know It		3	20525	1V13-WJKX-CVD 1 3/23/2020	10.5.1002.4001.200.0000	\$20.76
Flight #116 is Down!		4	20525	1V13-WJKX-CVD 1 3/23/2020	10.5.1002.4001.200.0000	\$47.96
Upside Down in the Middle of Nowhere		8	20525	1V13-WJKX-CVD 1 3/23/2020	10.5.1002.4001.200.0000	\$61.36
Hurricane Song: A Novel of New Orleans		4	20525	1V13-WJKX-CVD 1 3/23/2020	10.5.1002.4001.200.0000	\$27.76
Chasing Helicity (book 1)		4	20525	1V13-WJKX-CVD 1 3/23/2020	10.5.1002.4001.200.0000	\$38.64
Escaping the Giant Wave		7	20525	1V13-WJKX-CVD 1 3/23/2020	10.5.1002.4001.200.0000	\$48.86

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Hurricane Season		4	20525	1V13-WJKX-CVD 1 3/23/2020	10.5.1002.4001.200.0000	\$33.56
Shipping		1	20525	1V13-WJKX-CVD 1 3/23/2020	10.5.1002.4001.200.0000	\$15.96
Check #: 0						
PO/InvoiceTotal:						\$324.14
Check Group:						
Heromice 3		1	20529	1CYM-JF44-9KV4 3/28/2020	10.5.2213.4200.100.0000	\$14.99
Heromice 5		1	20529	1CYM-JF44-9KV4 3/28/2020	10.5.2213.4200.100.0000	\$14.99
Heromice 4		1	20529	1CYM-JF44-9KV4 3/28/2020	10.5.2213.4200.100.0000	\$14.99
Heromice 2		1	20529	1CYM-JF44-9KV4 3/28/2020	10.5.2213.4200.100.0000	\$14.99
Super Mario adventures		1	20529	1CYM-JF44-9KV4 3/28/2020	10.5.2213.4200.100.0000	\$11.70
Children learn to read books		1	20529	1CYM-JF44-9KV4 3/28/2020	10.5.2213.4200.100.0000	\$23.99
Level A Box set		1	20529	1CYM-JF44-9KV4 3/28/2020	10.5.2213.4200.100.0000	\$23.98
Sight Words Parent pack		1	20529	1CYM-JF44-9KV4 3/28/2020	10.5.2213.4200.100.0000	\$19.35
Guided reading level A		1	20529	1CYM-JF44-9KV4 3/28/2020	10.5.2213.4200.100.0000	\$11.99
Guided level reading b		1	20529	1CYM-JF44-9KV4 3/28/2020	10.5.2213.4200.100.0000	\$15.37
Guided Reading Level C		1	20529	1CYM-JF44-9KV4 3/28/2020	10.5.2213.4200.100.0000	\$19.75

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Fly Guy Books		1	20529	1CYM-JF44-9KV4 3/28/2020	10.5.2213.4200.100.0000	\$77.79
You, Me and Empathy		1	20529	1CYM-JF44-9KV4 3/28/2020	10.5.2213.4200.100.0000	\$9.25
Dogman Box set		1	20529	1KKC-VJ77-J6P6 3/29/2020	10.5.2213.4200.100.0000	\$38.96
Super Mario encyclopedia		1	20529	1KKC-VJ77-J6P6 3/29/2020	10.5.2213.4200.100.0000	\$26.32
Level B Box set		1	20529	1KKC-VJ77-J6P6 3/29/2020	10.5.2213.4200.100.0000	\$21.49
Even Superheroes have bad days		1	20529	1KKC-VJ77-J6P6 3/29/2020	10.5.2213.4200.100.0000	\$10.48
Check #: 0						
						PO/InvoiceTotal: \$370.38
Check Group:						
Enclave (The Razorland Trilogy)		6	20530	11T6-49R1--13CT 4/6/2020	10.5.1002.4001.200.0000	\$51.04
I Am Still Alive		3	20530	11T6-49R1--13CT 4/6/2020	10.5.1002.4001.200.0000	\$24.78
The 5th Wave: 5th Year Anniversary		1	20530	11T6-49R1--13CT 4/6/2020	10.5.1002.4001.200.0000	\$14.16
Memory Boy		1	20530	1VXL-MJ7G-CM7 Y 3/26/2020	10.5.1002.4001.200.0000	\$5.19
Memory Boy		1	20530	1VXL-MJ7G-CM7 Y 3/26/2020	10.5.1002.4001.200.0000	\$5.09
Life as We Knew It		3	20530	1VXL-MJ7G-CM7 Y 3/26/2020	10.5.1002.4001.200.0000	\$20.76
Memory Boy		1	20530	1VXL-MJ7G-CM7 Y 3/26/2020	10.5.1002.4001.200.0000	\$4.09

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Memory Boy		1	20530	1VXL-MJ7G-CM7 Y 3/26/2020	10.5.1002.4001.200.0000	\$5.09
Fallout		1	20530	1VXL-MJ7G-CM7 Y 3/26/2020	10.5.1002.4001.200.0000	\$6.99
Memory Boy		1	20530	1VXL-MJ7G-CM7 Y 3/26/2020	10.5.1002.4001.200.0000	\$5.19
Zane and the Hurricane: A Story of Katrina		3	20530	1VXL-MJ7G-CM7 Y 3/26/2020	10.5.1002.4001.200.0000	\$21.96
Memory Boy		1	20530	1VXL-MJ7G-CM7 Y 3/26/2020	10.5.1002.4001.200.0000	\$0.10
Escaping the Giant Wave		3	20530	1VXL-MJ7G-CM7 Y 3/26/2020	10.5.1002.4001.200.0000	\$20.94
A Death-Struck Year (Hardcover)		2	20530	1VXL-MJ7G-CM7 Y 3/26/2020	10.5.1002.4001.200.0000	\$23.76
Memory Boy		1	20530	1VXL-MJ7G-CM7 Y 3/26/2020	10.5.1002.4001.200.0000	\$5.09
Memory Boy		1	20530	1VXL-MJ7G-CM7 Y 3/26/2020	10.5.1002.4001.200.0000	\$5.09
Memory Boy		1	20530	1VXL-MJ7G-CM7 Y 3/26/2020	10.5.1002.4001.200.0000	\$5.09
A Death-Struck Year (Hardcover)		1	20530	1VXL-MJ7G-CM7 Y 3/26/2020	10.5.1002.4001.200.0000	\$3.33
Shipping		1	20530	1VXL-MJ7G-CM7 Y 3/26/2020	10.5.1002.4001.200.0000	\$21.79

Check #: 0

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$249.53
Check Group:						
Amazon Basics Wood #2 Pencils 150 Pack		1	20533	1CYM-JF44-K3JQ 3/29/2020	10.5.1002.4019.200.0000	\$12.49
Mount It Mobile Standing Desk		1	20533	1CYM-JF44-K3JQ 3/29/2020	10.5.1002.4019.200.0000	\$127.49
Post It Notes Canary Yellow 100 Sheets		1	20533	1CYM-JF44-K3JQ 3/29/2020	10.5.1002.4019.200.0000	\$9.99
						Check #: 0
						PO/InvoiceTotal: \$149.97
Check Group:						
Hayes School Publishing Science Achievement Certificate Pack of 30		1	20534	1FRY-9C6F-CRJ R 4/2/2020	10.5.1002.4106.200.0000	\$9.39
Exclamatory Word Awards Spanish Pack of 36		1	20534	1FRY-9C6F-CRJ R 4/2/2020	10.5.1002.4106.200.0000	\$4.50
Shipping		1	20534	1FRY-9C6F-CRJ R 4/2/2020	10.5.1002.4106.200.0000	\$3.50
						Check #: 0
						PO/InvoiceTotal: \$17.39
Check Group:						
Prestan PP-AM-100M-MS Professional Adult CPR-AED Training Manikin		1	20535	1CLX-XWXV-19R K 3/30/2020	10.5.1002.4004.200.0000	\$143.14
Skills Based Health Education		1	20535	1CLX-XWXV-19R K 3/30/2020	10.5.1002.4004.200.0000	\$128.95
Shipping		1	20535	1CLX-XWXV-19R K 3/30/2020	10.5.1002.4004.200.0000	\$3.99
						Check #: 0

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						PO/InvoiceTotal: \$276.08
						Vendor Total: \$13,851.89
AT&T						
Check Group:						
Mar 25-Apr 24 phone chg		1 0		630662013903/20 3/25/2020	20.5.2540.3400.100.0000	\$232.65
Mar 25-Apr 24 phone chg		1 0		630662013903/20 3/25/2020	20.5.2540.3400.200.0000	\$209.93
Mar 16-Apr15 phone chg		1 0		630R06123503/20 3/16/2020	20.5.2540.3400.300.0000	\$316.09
Mar 16-Apr15 phone chg		1 0		630R06123503/20 3/16/2020	20.5.2540.3400.200.0000	\$477.94
Mar 16-Apr15 phone chg		1 0		708R06290003/20 3/16/2020	20.5.2540.3400.100.0000	\$667.49
						Check #: 0
						PO/InvoiceTotal: \$1,904.10
						Vendor Total: \$1,904.10
AT&T Long Distance						
Check Group:						
Jan 29-Mar 3 long distance chg		1 0		BAN:85755764-03 20 3/6/2020	20.5.2540.3400.100.0000	\$49.61
Jan 29-Mar 3 long distance chg		1 0		BAN:85755764-03 20 3/6/2020	20.5.2540.3400.200.0000	\$19.44
Jan 29-Mar 3 long distance chg		1 0		BAN:85755764-03 20 3/6/2020	20.5.2540.3400.300.0000	\$9.72
						Check #: 0
						PO/InvoiceTotal: \$78.77
						Vendor Total: \$78.77

Automated Logic Corporation

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group:						
Srv automation communication issues		1	0	280096 3/30/2020	20.5.2540.3200.100.0000	\$1,390.00
Check #: 0						
PO/InvoiceTotal:						\$1,390.00
Vendor Total:						\$1,390.00
Businessolver.com, Inc.						
Check Group:						
ACA 1095 statements and postage		1	0	0061900 3/30/2020	10.5.2520.3100.300.0000	\$270.60
Check #: 0						
PO/InvoiceTotal:						\$270.60
Vendor Total:						\$270.60
47 Clear Alternative, The						
Check Group:						
Apr-Jun water cooler rental		1	0	46840 4/1/2020	10.5.2410.4000.100.0000	\$65.85
Apr-Jun water cooler rental		1	0	47011 4/1/2020	20.5.2540.4000.300.0000	\$110.85
Jan-May water cooler rental		1	0	47029 3/30/2020	10.5.2410.4000.200.0000	\$184.75
Check #: 0						
PO/InvoiceTotal:						\$361.45
Vendor Total:						\$361.45
Climatemp						
Check Group:						
Mar HVAC preventive maintenance		1	0	8530320 3/1/2020	20.5.2540.3202.100.0000	\$2,396.00
Univent repairs		1	0	S17506 3/17/2020	20.5.2540.3200.100.0000	\$1,534.60

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Service univents		1	0	S17616 3/31/2020	20.5.2540.3200.100.0000	\$1,336.84
Check #: 0						
PO/InvoiceTotal:						\$5,267.44
Vendor Total:						\$5,267.44
E2 Services, Inc						
Check Group:						
Dark web monitoring & phishing campaigns (1 yr)		1	0	20631 3/26/2020	10.5.2225.3100.100.0000	\$750.00
Dark web monitoring & phishing campaigns (1 yr)		1	0	20631 3/26/2020	10.5.2225.3100.200.0000	\$750.00
Apr server management		1	0	20662 4/1/2020	10.5.2225.3100.100.0000	\$1,116.38
Apr server management		1	0	20662 4/1/2020	10.5.2225.3100.200.0000	\$1,116.37
Check #: 0						
PO/InvoiceTotal:						\$3,732.75
Vendor Total:						\$3,732.75
Elim Christian School						
Check Group:						
March tuition		1	0	1002436-INV 3/31/2020	10.5.1912.6700.300.0000	\$5,755.50
Check #: 0						
PO/InvoiceTotal:						\$5,755.50
Vendor Total:						\$5,755.50
First Student, Inc						
Check Group:						
March regular route		1	0	11672697 3/25/2020	40.5.2550.3310.300.0000	\$29,973.60

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Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
March band route		1	0	11672697 3/25/2020	40.5.2550.3314.300.0000	\$1,841.20
March activity route		1	0	11672697 3/25/2020	40.5.2550.3313.300.0000	\$1,104.72
March math shuttle		1	0	11672697 3/25/2020	40.5.2550.3310.300.0000	\$666.20
Girl's volleyball to Washington MS		1	0	164325 3/2/2020	40.5.2550.3311.300.0000	\$242.18
Gr 8 students to Shakespeare Theatre at Navy Pier		1	0	164352 3/2/2020	40.5.2550.3312.300.0000	\$1,050.41
ES students to Moraine Valley Dorothy Menker Theatre		1	0	164356 3/2/2020	40.5.2550.3312.300.0000	\$362.32
MS jazz band to LTHS		1	0	164521 3/2/2020	40.5.2550.3312.300.0000	\$380.11
Girl's volleyball to Gurrie Middle School		1	0	164726 3/3/2020	40.5.2550.3311.300.0000	\$242.18
Girl's volleyball to Willow Springs School		1	0	165067 3/4/2020	40.5.2550.3311.300.0000	\$242.18
ES students to Dominican U/Lund Auditorium		1	0	166442 3/10/2020	40.5.2550.3312.300.0000	\$484.36
Check #: 0						
						PO/InvoiceTotal: <u>\$36,589.46</u>
						Vendor Total: <u>\$36,589.46</u>
Follett School Solutions						
Check Group:						
Bridge Home ebook		1	20503	684022F 3/19/2020	10.5.2220.4300.200.0000	\$35.00
Front Desk ebook		1	20503	684022F 3/19/2020	10.5.2220.4300.200.0000	\$7.99
New Kid ebook		1	20503	684022F 3/19/2020	10.5.2220.4300.200.0000	\$12.99

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1233

04/15/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Small Spaces ebook		1	20503	684022F 3/19/2020	10.5.2220.4300.200.0000	\$35.00
					Check #: 0	
						PO/InvoiceTotal: \$90.98
Check Group: Spirit hunters		1	20504	684017 3/19/2020	10.5.2220.4300.200.0000	\$6.99
					Check #: 0	
						PO/InvoiceTotal: \$6.99
						Vendor Total: \$97.97
Frank Cooney Company						
Check Group: Vertical file drawer		1	0	72297 2/29/2020	20.5.2540.5501.200.0000	\$70.00
					Check #: 0	
						PO/InvoiceTotal: \$70.00
						Vendor Total: \$70.00
FSS Technologies LLC.						
Check Group: Apr-Jun fire alarm monitoring and radio		1	0	380806 3/15/2020	90.5.2530.3200.300.0000	\$159.00
					Check #: 0	
						PO/InvoiceTotal: \$159.00
						Vendor Total: \$159.00
GCA Services Group						
Check Group: April custodial service		1	0	1043024 4/1/2020	20.5.2540.3220.300.0000	\$18,219.24
					Check #: 0	

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1233

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Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$18,219.24</u>
						Vendor Total: <u>\$18,219.24</u>
Grainger						
Check Group:						
Misc maintenance materials		1 0		9485764303 3/25/2020	20.5.2540.4000.300.0000	\$122.30
Misc maintenance supplies		1 0		9493900410 4/2/2020	20.5.2540.4000.300.0000	\$128.85
						Check #: 0
						PO/InvoiceTotal: <u>\$251.15</u>
						Vendor Total: <u>\$251.15</u>
Grand Prairie Transit						
Check Group:						
Feb transportation		1 0		RTINV1005133 2/29/2020	40.5.2550.3315.300.0000	\$6,309.97
						Check #: 0
						PO/InvoiceTotal: <u>\$6,309.97</u>
						Vendor Total: <u>\$6,309.97</u>
Groot Industries						
Check Group:						
April disposal/recycling		1 0		5302989 4/1/2020	20.5.2540.3210.300.0000	\$1,715.19
						Check #: 0
						PO/InvoiceTotal: <u>\$1,715.19</u>
						Vendor Total: <u>\$1,715.19</u>
Hyde Park Day School						
Check Group:						
Nov tuition		1 0		2019H1125 11/30/2019	10.5.4220.6700.300.0000	\$4,496.16

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1233

04/15/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Jan tuition		1	0	2020H0125 1/31/2020	10.5.4220.6700.300.0000	\$4,760.64
					Check #: 0	
						PO/InvoiceTotal: \$9,256.80
						Vendor Total: \$9,256.80
Infinite Connections, Inc						
Check Group:						
Oct 2019 - Jun 2020 E-rate consulting		1	0	S2277 4/5/2020	10.5.2520.3100.300.0000	\$2,399.94
					Check #: 0	
						PO/InvoiceTotal: \$2,399.94
						Vendor Total: \$2,399.94
Interstate Gas Supply, Inc						
Check Group:						
Feb natural gas sales		1	0	322990 3/30/2020	20.5.2540.4650.200.0000	\$2,530.36
Feb natural gas sales		1	0	322990 3/30/2020	20.5.2540.4650.100.0000	\$1,468.85
					Check #: 0	
						PO/InvoiceTotal: \$3,999.21
						Vendor Total: \$3,999.21
ITR Systems						
Check Group:						
May 2020-Apr 2021 burglar alarm monitoring		1	0	100468 3/27/2020	20.5.2540.3291.200.0000	\$300.00
May 2020-Apr 2021 burglar alarm monitoring		1	0	100468 3/27/2020	20.5.2540.3291.100.0000	\$359.40
					Check #: 0	
						PO/InvoiceTotal: \$659.40
						Vendor Total: \$659.40

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1233

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Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
JCD Repair, LLC						
Check Group:						
iPad 5 and 6 Screen Repairs		10	20496	205646 3/18/2020	10.5.2225.3200.100.0000	\$890.00
\$-30 Pro-rated Adjustment Applied - iPad 5 and 6 Screen Repairs		1	20496	205646 3/18/2020	10.5.2225.3200.100.0000	(\$30.00)
iPad 5 and 6 Screen Repairs		10	20496	205673 3/24/2020	10.5.2225.3200.100.0000	\$890.00
iPad 5 and 6 Screen Repairs		10	20496	206473 3/23/2020	10.5.2225.3200.100.0000	\$890.00
\$-30 Pro-rated Adjustment Applied - iPad 5 and 6 Screen Repairs		1	20496	206473 3/23/2020	10.5.2225.3200.100.0000	(\$30.00)
					Check #: 0	
						PO/InvoiceTotal: <u>\$2,610.00</u>
						Vendor Total: <u>\$2,610.00</u>
Kriha Law LLC						
Check Group:						
March Labor Negotiations		1	0	863 4/6/2020	10.5.2310.3180.300.0000	\$1,742.00
March legal service		1	0	903 4/6/2020	10.5.2310.3180.300.0000	\$1,250.00
					Check #: 0	
						PO/InvoiceTotal: <u>\$2,992.00</u>
						Vendor Total: <u>\$2,992.00</u>
Lakeshore Learning Materials						
Check Group:						
carry all tote		1	20467	3056950320 3/5/2020	10.5.1001.4000.100.0000	\$68.99
					Check #: 0	

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1233

04/15/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$68.99
Check Group:						
Books on Wheels Mobile Cart		1	20474	3174050320 3/11/2020	10.5.1001.4017.100.0000	\$228.85
Books on Wheels Mobile Cart 12 bins		1	20474	3174050320 3/11/2020	10.5.1001.4017.100.0000	\$435.85
						Vendor Total: \$733.69
NASCO						
Check Group:						
REplacement thermometer for Hava Bator incubator		10	20494	800484 3/13/2020	10.5.1001.4109.100.0000	\$53.80
Replacement wicks for safety alcohol burner		2	20494	800484 3/13/2020	10.5.1001.4109.100.0000	\$20.65
						Vendor Total: \$74.45
Nextera Energy Services						
Check Group:						
Dec 5-Jan 8 electric chg		1	0	427814670815 2/20/2020	20.5.2540.4660.100.0000	\$3,678.61
Dec 5-Jan 8 electric chg		1	0	427814670815 2/20/2020	20.5.2540.4660.200.0000	\$5,785.64
						Vendor Total: \$9,464.25
Nicor Gas						
Check Group:						

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1233

04/15/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Feb 15-Mar 16 heating chg		1	0	34-43-97-0000 5 3/19/2020	20.5.2540.4650.200.0000	\$1,242.24
Feb 28-Mar 19 heating chg		1	0	91-17-97-0000 9/0320 3/23/2020	20.5.2540.4650.100.0000	\$591.96
Check #: 0						
PO/InvoiceTotal:						\$1,834.20
Vendor Total:						\$1,834.20
Northwestern University						
Check Group:						
Training for new mentors		1	0	V627045 4/6/2020	10.5.2213.3100.100.0000	\$900.00
Training for new mentors		1	0	V627045 4/6/2020	10.5.2213.3100.200.0000	\$900.00
March 10 & 11 Leadership Workshop		1	0	V914185 3/31/2020	10.5.2213.3100.300.0000	\$2,500.00
Check #: 0						
PO/InvoiceTotal:						\$4,300.00
Vendor Total:						\$4,300.00
Omni Group						
Check Group:						
March participant fee		1	0	2004-7231 4/1/2020	10.5.2520.3100.300.0000	\$17.50
Check #: 0						
PO/InvoiceTotal:						\$17.50
Vendor Total:						\$17.50
Palos Sports						
Check Group:						
33018-Tachikara SV5WS VB Navy/White		3	20505	344796-00 3/20/2020	10.5.1500.4030.200.0000	\$89.91

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1233

04/15/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Freight		1	20505	344796-00 3/20/2020	10.5.1500.4030.200.0000	\$14.39
Check #: 0						
PO/InvoiceTotal:						\$104.30
Check Group:						
10424 Palos Ruffkin 6" Dodgeball Set of 6		1	20506	344784-00 3/20/2020	10.5.1002.4009.200.0000	\$44.97
10996 Gripper Ball 6" Soccer/Handball		3	20506	344784-00 3/20/2020	10.5.1002.4009.200.0000	\$41.97
15481 Super Catch		4	20506	344784-00 3/20/2020	10.5.1002.4009.200.0000	\$27.96
16073 15" SuperSports Disk Set		2	20506	344784-00 3/20/2020	10.5.1002.4009.200.0000	\$59.98
39238 Mikasa VXS13B-1 Grand Slam FIVB Official		2	20506	344784-00 3/20/2020	10.5.1002.4009.200.0000	\$29.98
Adjustable Scorekeeper		2	20506	344784-00 3/20/2020	10.5.1002.4009.200.0000	\$99.94
Discount		1	20506	344784-00 3/20/2020	10.5.1002.4009.200.0000	(\$30.48)
Freight		1	20506	344784-00 3/20/2020	10.5.1002.4009.200.0000	\$63.19
10996 Gripper Ball 6" Soccer/Handball		1	20506	344784-01 3/24/2020	10.5.1002.4009.200.0000	\$13.99
10% Discount Applied - 10996 Gripper Ball 6" Soccer/Handball		1	20506	344784-01 3/24/2020	10.5.1002.4009.200.0000	(\$1.40)
Check #: 0						
PO/InvoiceTotal:						\$350.10
Vendor Total:						\$454.40

Performance Chemical & Supply, Inc

Check Group:

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1233

04/15/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Custodial 5 gallon pails and frames		1	0	244020 3/9/2020	20.5.2540.4000.300.0000	\$99.39
					Check #: 0	
					PO/InvoiceTotal:	\$99.39
					Vendor Total:	\$99.39
ProShred						
Check Group:						
Mar 6 shredding service		1	0	990052134 3/6/2020	20.5.2540.3210.300.0000	\$120.00
					Check #: 0	
					PO/InvoiceTotal:	\$120.00
					Vendor Total:	\$120.00
School Nurse Supply Inc						
Check Group:						
Sani Cloth Plus germicidal wipes		4	20490	0785232-IN 3/11/2020	10.5.1001.4109.100.0000	\$42.75
					Check #: 0	
					PO/InvoiceTotal:	\$42.75
					Vendor Total:	\$42.75
School Specialty, Inc.						
Check Group:						
Felt EZ Felt 9x12 Asst Set of 25		1	20399	208124729527 3/16/2020	10.5.1002.4005.200.0000	\$9.92
					Check #: 0	
					PO/InvoiceTotal:	\$9.92
Check Group:						
Organizer - Lit - 30 CMP - GY - STX61418U01C		1	20479	208124741094 3/18/2020	10.5.1002.4000.200.0000	\$460.31
					Check #: 0	

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1233

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Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: \$460.31
Check Group:						
Expo Dry Erase Markers Bullet Tip Assorted Set of 4		6	20507	208124766754 3/18/2020	10.5.1002.4108.200.0000	\$36.72
School Smart Poster board Pack of 25		6	20507	208124766754 3/18/2020	10.5.1002.4108.200.0000	\$27.96
3M General Use Masking Tape		5	20507	208124766754 3/18/2020	10.5.1002.4108.200.0000	\$20.40
School Smart Professional Colored Pencils Pack of 24		6	20507	208124766754 3/18/2020	10.5.1002.4108.200.0000	\$17.04
						Check #: 0
						PO/InvoiceTotal: \$102.12
						Vendor Total: \$572.35
58 Skyward-						
Check Group:						
Skyward Spec Ed training for Deb Lubeck		1	20235	0000204009 4/8/2020	10.5.2225.3100.200.0000	\$600.00
						Check #: 0
						PO/InvoiceTotal: \$600.00
						Vendor Total: \$600.00
Sprint Solutions, Inc.						
Check Group:						
Hotspot devices for families in need		1	0	872512160-001 1/10/2020	20.5.2540.3400.100.0000	\$625.20
						Check #: 0
						PO/InvoiceTotal: \$625.20
						Vendor Total: \$625.20
Swank Motion Pictures, Inc						
Check Group:						

Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1233

04/15/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Subscriptions		1	0	339730 3/24/2020	10.5.2220.4400.200.0000	\$150.00
Check #: 0						
PO/InvoiceTotal:						\$150.00
Vendor Total:						\$150.00
Teachers Discovery						
Check Group:						
Believe Spanish Stickers		1	20508	155476 3/20/2020	10.5.1002.4011.200.0000	\$1.49
Cool Cubes Sentence Starter Spanish Clings		1	20508	155476 3/20/2020	10.5.1002.4011.200.0000	\$17.95
Cucharas Spanish Verb Card Games		1	20508	155476 3/20/2020	10.5.1002.4011.200.0000	\$29.95
Expressing Opinions Spanish Skinny Poster		1	20508	155476 3/20/2020	10.5.1002.4011.200.0000	\$15.00
How and Why to Learn a Language		1	20508	155476 3/20/2020	10.5.1002.4011.200.0000	\$15.00
Sampler Spanish Sticker Pack		2	20508	155476 3/20/2020	10.5.1002.4011.200.0000	\$19.98
How and Why to Learn a Language		1	20508	155476 3/20/2020	10.5.1002.4011.200.0000	\$15.00
Shipping		1	20508	155476 3/20/2020	10.5.1002.4011.200.0000	\$14.87
Check #: 0						
PO/InvoiceTotal:						\$129.24
Vendor Total:						\$129.24
Top Performance, Corp						
Check Group:						
Gym floor replacement-MS		1	0	RETAINER 4/6/2020	20.5.2540.5501.200.0000	\$21,727.50

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1233

04/15/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check #: 0						
						PO/InvoiceTotal: <u>\$21,727.50</u>
						Vendor Total: <u>\$21,727.50</u>
Verizon						
Check Group:						
Feb 24-Mar 23 cell phone chg		1 0		9851098311 3/23/2020	20.5.2540.3400.100.0000	\$92.35
Feb 24-Mar 23 cell phone chg		1 0		9851098311 3/23/2020	20.5.2540.3400.200.0000	\$184.72
Feb 24-Mar 23 cell phone chg		1 0		9851098311 3/23/2020	20.5.2540.3400.300.0000	\$56.34
Check #: 0						
						PO/InvoiceTotal: <u>\$333.41</u>
						Vendor Total: <u>\$333.41</u>
VEX Robotics, Inc.						
Check Group:						
Robot Battery		4 20468		458708 3/10/2020	10.5.1002.4005.200.0000	\$102.41
cortex microcontroller		3 20468		458708 3/10/2020	10.5.1002.4005.200.0000	\$749.97
2-wire motor 393		5 20468		458708 3/10/2020	10.5.1002.4005.200.0000	\$84.95
Check #: 0						
						PO/InvoiceTotal: <u>\$937.33</u>
						Vendor Total: <u>\$937.33</u>
Village Of Burr Ridge						
Check Group:						
Oct 18 health license		1 0		00000109 3/13/2020	20.5.2540.3192.300.0000	\$105.00
Check #: 0						

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1233

04/15/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
						PO/InvoiceTotal: <u>\$105.00</u>
						Vendor Total: <u>\$105.00</u>
Village of Willow Springs						
Check Group:						
Mar/Apr sewer chg		1 0		V259934 4/8/2020	20.5.2540.3700.100.0000	\$152.10
						Check #: 0
						PO/InvoiceTotal: <u>\$152.10</u>
						Vendor Total: <u>\$152.10</u>
Warehouse Direct, Inc.						
Check Group:						
mops, dustpan, broom		1 0		4613461-0 3/12/2020	20.5.2540.4000.300.0000	\$100.75
Cloth, cleaning wipes, disinfectant		1 0		4613521-0 3/12/2020	20.5.2540.4000.300.0000	\$119.20
cleaning wipes		1 0		4613521-1 3/18/2020	20.5.2540.4000.300.0000	\$360.00
Hand sanitizer		1 0		4613569-0 3/12/2020	20.5.2540.4000.300.0000	\$195.10
Hose connection kit		1 0		4616404-0 3/16/2020	20.5.2540.4000.300.0000	\$23.00
Gloves		1 0		4632263-0 4/1/2020	20.5.2540.4000.300.0000	\$47.60
						Check #: 0
						PO/InvoiceTotal: <u>\$845.65</u>
						Vendor Total: <u>\$845.65</u>
Wex Bank						
Check Group:						
Gas for truck		1 0		64815207 4/6/2020	20.5.2540.4640.300.0000	\$74.00

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1233

04/15/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
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Check #: 0

PO/InvoiceTotal: \$74.00

Vendor Total: \$74.00

Grand Total: \$161,334.24

End of Report

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1194

02/26/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BMO Mastercard-Mastercard Corp Client Pa						
Check Group:						
Menards-cabinets/electrical switch panel		1 0		BA020519-00 2/5/2020	20.5.2540.4000.300.0000	\$20.12
Brookhaven-food for Wellness presentation		1 0		BA020519-00 2/5/2020	10.5.2520.4000.300.0000	\$72.98
Grainger-white board magnets, light bulbs, post pounder		1 0		BA020519-00 2/5/2020	20.5.2540.4000.300.0000	\$458.56
Batteries+Bulbs-fire alarm battery		1 0		BA020519-00 2/5/2020	20.5.2540.4000.300.0000	\$37.90
U of I-pesticide training and certification		1 0		BA020519-00 2/5/2020	20.5.2540.3320.300.0000	\$50.00
Home Depot-faucet filters, white board modifications, tools		1 0		BA020519-00 2/5/2020	20.5.2540.4000.300.0000	\$117.39
Kennedy Webster-LED driver replacement		1 0		BA020519-00 2/5/2020	20.5.2540.4000.300.0000	\$63.50
Menards-salt spreader, cabinet lock, motor oil		1 0		BA020519-00 2/5/2020	20.5.2540.4000.300.0000	\$159.12
Grainger-materials for girl's locker rm partition repairs		1 0		BA020519-00 2/5/2020	20.5.2540.4000.300.0000	\$66.82
Menards-misc supplies		1 0		BA020519-00 2/5/2020	20.5.2540.4000.300.0000	\$12.95
Chapin-tire for salt spreader		1 0		BA020519-00 2/5/2020	20.5.2540.4000.300.0000	\$39.61
Conf/Tatina		1 0		ES020520 2/5/2020	10.5.2213.3320.300.0000	\$95.00
Rackspace-BOE monthly email fee		1 0		ES020520 2/5/2020	10.5.2310.6400.300.0000	\$65.00
Constant Contact-monthly fee		1 0		ES020520 2/5/2020	10.5.2320.4400.300.0000	\$45.00

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1194

02/26/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Abt-district refrigerator		1	0	ES020520 2/5/2020	20.5.2540.7000.300.0000	\$677.00
Neopost-brush and sponge kit		1	0	ES020520 2/5/2020	20.5.2540.4000.300.0000	\$24.20
Sam's-District supplies		1	0	ST020520-00 2/5/2020	10.5.2310.4000.300.0000	\$28.52
Sam's-nurse supplies		1	0	ST020520-00 2/5/2020	10.5.2130.4000.200.0000	\$55.62
Sam's-MS supplies		1	0	ST020520-00 2/5/2020	10.5.1002.4000.200.0000	\$87.67
Postage for fund raiser check to Australia		1	0	ST020520-00 2/5/2020	10.5.2410.3400.200.0000	\$19.39
Marshallmemo subscription/Tomei		1	0	TM020520-00 2/5/2020	10.5.2410.4400.100.0000	\$50.00
Home Depot-umbrellas		1	0	TM020520-00 2/5/2020	10.5.1001.4000.100.0000	\$49.80
Check #: 0						
PO/InvoiceTotal:						\$2,296.15
Check Group:						
Prismacolor Premier Colored Pencils, Soft Core, 72 Pack		5	20384	ST-020519-01 2/5/2020	10.5.1002.4002.200.0000	\$162.50
Check #: 0						
PO/InvoiceTotal:						\$162.50
Check Group:						
Amazon Order #114-7399187-6693027 for ACCO Loose Leaf Binder Rings, 1 Inch Capacity, Silver, 100 ring/per box		1	20388	ST020519-03 2/5/2020	10.5.1002.4019.200.0000	\$12.74
Check #: 0						
PO/InvoiceTotal:						\$12.74
Check Group:						

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1194

02/26/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Invoice #41706 Videos Only Subscription-Annual		1	20393	ST020519-02 2/5/2020	10.5.2110.4000.200.0000	\$99.99
					Check #: 0	
					PO/InvoiceTotal:	\$99.99
Check Group: Amazon Order# 114-0859289-2989014 Spectrum- Fractions Workbook Grade 6		1	20396	ST020520-06 2/5/2020	10.5.1002.4014.200.0000	\$7.99
					Check #: 0	
					PO/InvoiceTotal:	\$7.99
Check Group: Order#263346 Registration for Using Identity and History to Face Today in the Middle School ELA Classroom		1	20397	ST020519-05 2/5/2020	10.5.1002.3320.200.0000	\$100.00
Order#263346 Event Registration Fee		1	20397	ST020519-05 2/5/2020	10.5.1002.3320.200.0000	\$10.00
					Check #: 0	
					PO/InvoiceTotal:	\$110.00
Check Group: Order#263439 Registration for: Using identity and History to Face Today in the Middle School ELA Classroom		1	20398	ST020519-04 2/5/2020	10.5.1002.3320.200.0000	\$100.00
Order#263439 Event Registration Fee		1	20398	ST020519-04 2/5/2020	10.5.1002.3320.200.0000	\$10.00
					Check #: 0	
					PO/InvoiceTotal:	\$110.00
Check Group: Neenah Cardstock 8.5x11 White Cardstock		2	20407	ST020520-07 2/5/2020	10.5.2410.4000.200.0000	\$24.58
					Check #: 0	
					PO/InvoiceTotal:	\$24.58

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1194

02/26/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Check Group: Order#343666 190 Z00120WIRE: Flower Wire		1	20414	ST020520-08 2/5/2020	10.5.1002.4011.200.0000	\$26.99

Check #: 0

PO/InvoiceTotal:	<u>\$26.99</u>
Vendor Total:	<u>\$2,850.94</u>
Grand Total:	<u>\$2,850.94</u>

End of Report

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1207

03/05/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Educational Benefit Cooperative						
Check Group:						
March health insurance-er		1 0		V340999 3/5/2020	10.2.0481.0000.000.9944	\$81,056.71
March health insurance-ee		1 0		V340999 3/5/2020	10.2.0481.0000.000.9943	\$16,806.01
March life insurance		1 0		V340999 3/5/2020	10.2.0481.0000.000.9942	\$845.85
					Check #: 0	
					PO/InvoiceTotal:	\$98,708.57
					Vendor Total:	\$98,708.57
Guardian - Appleton						
Check Group:						
March dental-er		1 0		V858867 3/5/2020	10.2.0481.0000.000.9946	\$3,839.95
March dental-ee		1 0		V858867 3/5/2020	10.2.0481.0000.000.9945	\$2,555.72
March vision-ee		1 0		V858867 3/5/2020	10.2.0481.0000.000.9947	\$853.85
March vision-er		1 0		V858867 3/5/2020	10.2.0481.0000.000.9948	\$243.25
					Check #: 0	
					PO/InvoiceTotal:	\$7,492.77
					Vendor Total:	\$7,492.77
					Grand Total:	\$106,201.34

End of Report

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1219 03/20/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Village Of Burr Ridge						
Check Group:						
Jan 7-Feb 28 water chg		1 0		V577306 3/13/2020	20.5.2540.3700.200.0000	\$979.64
Jan 7-Feb 28 water chg		1 0		V846248 3/13/2020	20.5.2540.3700.200.0000	\$168.04

Check #: 0

PO/InvoiceTotal:	<u>\$1,147.68</u>
Vendor Total:	<u>\$1,147.68</u>
Grand Total:	\$1,147.68

End of Report

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1220

03/26/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
BMO Mastercard-Mastercard Corp Client Pa						
Check Group:						
A-team-truck repairs		1 0		BA030520 3/5/2020	20.5.2540.3200.100.0000	\$185.21
A-team-truck repairs		1 0		BA030520 3/5/2020	20.5.2540.3200.200.0000	\$185.21
Capacitor, Inc-materials for univent		1 0		BA030520 3/5/2020	20.5.2540.4000.300.0000	\$5.54
NWLawn&Power-shear pins for snowblower		1 0		BA030520 3/5/2020	20.5.2540.4000.300.0000	\$8.50
Menards-bolts, ext cord, flashlight		1 0		BA030520 3/5/2020	20.5.2540.4000.300.0000	\$99.95
Thermosystems-materials for univent		1 0		BA030520 3/5/2020	20.5.2540.4000.300.0000	\$444.34
Thermosystems-materials for univent		1 0		BA030520 3/5/2020	20.5.2540.4000.300.0000	\$1,256.58
Grainger-misc maintenance supplies		1 0		BA030520 3/5/2020	20.5.2540.4000.300.0000	\$82.76
Menards-tape, tool, cleaning supplies, filter		1 0		BA030520 3/5/2020	20.5.2540.4000.300.0000	\$27.58
Menards-cleaning supplies, scoreboard light, materials for water fountain repair		1 0		BA030520 3/5/2020	20.5.2540.4000.300.0000	\$57.82
Kully supply-materials for water fountain repair		1 0		BA030520 3/5/2020	20.5.2540.4000.300.0000	\$71.26
Rackspace-Monthly fee-BOE email		1 0		ES030520 3/5/2020	10.5.2310.6400.300.0000	\$65.00
Amazon-Institute supplies		1 0		ES030520 3/5/2020	10.5.2213.4000.300.0000	\$58.35
Constant Contact-monthly fee		1 0		ES030520 3/5/2020	10.5.2320.4400.300.0000	\$45.00

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1220

03/26/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Vistaprint-staff notebooks		1	0	ES030520 3/5/2020	10.5.2213.4000.300.0000	\$367.62
Amazon-book for gifted classroom		1	0	ES030520 3/5/2020	10.5.2213.4000.300.0000	\$56.37
Capri-dinner for negotiations		1	0	ES030520 3/5/2020	10.5.2310.4000.300.0000	\$232.00
Learning Without Tears-gr 3 textbooks		1	0	ES030520 3/5/2020	10.5.2213.4200.100.0000	\$75.76
IPA-model student handbook		1	0	ES030520 3/5/2020	10.5.2410.4000.100.0000	\$100.00
IPA-model student handbook		1	0	ES030520 3/5/2020	10.5.2410.4000.200.0000	\$100.00
Amazon-wireless mouse		1	0	ES030520 3/5/2020	10.5.2520.4000.300.0000	\$19.99
Dollar Tree-supplies for half day activities		1	0	ST030520-00 3/5/2020	10.5.1002.4000.200.0000	\$19.00
Jewel-supplies for half day activities		1	0	ST030520-00 3/5/2020	10.5.1002.4000.200.0000	\$4.47
Dollar Tree-supplies for Friday Night Live		1	0	ST030520-00 3/5/2020	10.5.1002.4018.200.0000	\$4.00
Jewel-supplies for Friday Night Live		1	0	ST030520-00 3/5/2020	10.5.1002.4018.200.0000	\$46.96
Jewel-hand sanitizer		1	0	ST030520-00 3/5/2020	10.5.1002.4000.200.0000	\$8.98
Andy's Custard-Friday Night Live		1	0	ST030520-00 3/5/2020	10.5.1002.4018.200.0000	\$85.00
Dominos-Friday Night Live		1	0	ST030520-00 3/5/2020	10.5.1002.4018.200.0000	\$139.85
Jewel-supplies for Friday Night Live		1	0	ST030520-00 3/5/2020	10.5.1002.4018.200.0000	\$47.92

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1220

03/26/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Jewel-nurse supplies		1	0	ST030520-00 3/5/2020	10.5.2130.4000.200.0000	\$5.00
Artistry in Motion-confetti for musical		1	0	ST030520-00 3/5/2020	10.5.1500.4031.200.0000	\$51.35
UPS-postage for SpecEd		1	0	ST030520-00 3/5/2020	10.5.1205.4000.300.0000	\$6.90
IPA-admin dues-Malatt		1	0	ST030520-00 3/5/2020	10.5.2410.6400.200.0000	\$382.50
Jewel-misc supplies		1	0	ST030520-00 3/5/2020	10.5.1002.4000.200.0000	\$56.71
Paypal plaques-marquee plaque		1	0	ST030520-ACT 3/5/2020	20.5.2540.4000.300.0000	\$329.20
Classkick Pro-Kdg classroom monthly subscription		1	0	TM030520 3/5/2020	10.5.1001.4109.100.0000	\$10.99
MusicNotes-asst sheet music		1	0	TM030520 3/5/2020	10.5.1001.4016.100.0000	\$67.49
					Check #: 0	
						PO/InvoiceTotal: <u>\$4,811.16</u>
Check Group:						
Black Round Plastic Tablecloth		10	20427	ST030520-02 3/5/2020	10.5.1002.4018.200.0000	\$25.90
Color Changing Mini /Squeeze Balls		1	20427	ST030520-02 3/5/2020	10.5.1002.4018.200.0000	\$9.98
Red Plastic Tablecloth		4	20427	ST030520-02 3/5/2020	10.5.1002.4018.200.0000	\$6.36
Mini Stress Toy Shamrocks		1	20427	ST030520-02 3/5/2020	10.5.1002.4018.200.0000	\$16.39
Emoji Whoopie cushions		1	20427	ST030520-02 3/5/2020	10.5.1002.4018.200.0000	\$7.69
Wind-Up Robots		1	20427	ST030520-02 3/5/2020	10.5.1002.4018.200.0000	\$16.39

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1220

03/26/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Black spiral Tall Place Card Holders		2	20427	ST030520-02 3/5/2020	10.5.1002.4018.200.0000	\$19.98
Shipping		1	20427	ST030520-02 3/5/2020	10.5.1002.4018.200.0000	\$14.99
Check #: 0						
PO/InvoiceTotal:						\$117.68
Check Group: Shure BLX188/CVL Select Frequency: H10		1	20439	ST030520-03 3/5/2020	10.5.1500.4031.200.0000	\$418.94
Check #: 0						
PO/InvoiceTotal:						\$418.94
Check Group: Two Tone Matted Black Picture Frame		72	20446	ST030520-01 3/5/2020	10.5.2410.4000.200.0000	\$72.00
Check #: 0						
PO/InvoiceTotal:						\$72.00
Check Group: Blick Essentials Gloss Glaze-Pint, Black		3	20458	ST030520-05 3/5/2020	10.5.1002.4002.200.0000	\$27.18
Blick Boxwood Clay Tools Set of 10; 6"		1	20458	ST030520-05 3/5/2020	10.5.1002.4002.200.0000	\$8.09
Blick Essentials Gloss Glaze-Pint, Bright White		3	20458	ST030520-05 3/5/2020	10.5.1002.4002.200.0000	\$27.18
Blick Essentials Gloss Glaze-Pint, Dark Chocolate		1	20458	ST030520-05 3/5/2020	10.5.1002.4002.200.0000	\$9.06
Blick Essentials Gloss Glaze-Pint, Dove Gray		1	20458	ST030520-05 3/5/2020	10.5.1002.4002.200.0000	\$9.06
Amaco Lead-Free Underglaze Decorating Color-2oz Suntan		1	20458	ST030520-05 3/5/2020	10.5.1002.4002.200.0000	\$6.71

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1220

03/26/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Mayco Elements Glaze-Oyster Shell, Pint		1	20458	ST030520-05 3/5/2020	10.5.1002.4002.200.0000	\$14.25
Speedball Earthenware Glaze-16oz Medium Blue		1	20458	ST030520-05 3/5/2020	10.5.1002.4002.200.0000	\$10.25
Blick Essentials Gloss Glaze-Pint, Delft Blue		1	20458	ST030520-05 3/5/2020	10.5.1002.4002.200.0000	\$9.06
Check #: 0						
						PO/InvoiceTotal: <u> </u> \$120.84
Check Group:						
Amazon Order# 111-1456666-6375415 Uniquemystyle Stretch Dining Chair Cover - Shiny Gold		1	20463	ST030520-04 3/5/2020	10.5.1500.4031.200.0000	\$11.69
Amazon Order# 111-1456666-6375415 GLS Audio 6' Patch Cable Cords		1	20463	ST030520-04 3/5/2020	10.5.1500.4031.200.0000	\$33.97
Amazon Order#111-1456666-6375415 5 Pack IPOW Led Battery Powered Wireless Night Light		1	20463	ST030520-04 3/5/2020	10.5.1500.4031.200.0000	\$11.99
Amazon Order#111-1456666-6375415 Forum Novelties Wrist Shackles		4	20463	ST030520-04 3/5/2020	10.5.1500.4031.200.0000	\$14.20
Amazon Order#111-1456666-6375414 Aladdin Little Golden Book		6	20463	ST030520-04 3/5/2020	10.5.1500.4031.200.0000	\$16.74
Amazon Order#111-1456666-6375415 In Ear Black Electric Microphone		2	20463	ST030520-04 3/5/2020	10.5.1500.4031.200.0000	\$24.00
Amazon Order#111-7592825-9270650 Pirate Sword: 18"		6	20463	ST030520-04 3/5/2020	10.5.1500.4031.200.0000	\$46.80
Check #: 0						
						PO/InvoiceTotal: <u> </u> \$159.39
						Vendor Total: <u> </u> \$5,700.01

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Pleasantdale School District 107

Voucher Detail Listing

Voucher Batch Number: 1220

03/26/2020

Fiscal Year: 2019-2020

Vendor Remit Name Description	Vendor #	QTY	PO No.	Invoice Invoice Date	Account	Amount
Grand Total:						\$5,700.01

End of Report

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March 2020 Revenue and Expenses

REVENUES	FY20-Budget	March	YTD	% Realized
Education	\$ 13,143,427	\$ 4,364,130	\$ 11,703,459	89.0%
Oper & Maint	\$ 908,041	\$ 373,951	\$ 973,381	107.2%
Bond/Int	\$ 1,760,573	\$ 661,861	\$ 1,624,984	92.3%
Trans	\$ 990,972	\$ 283,807	\$ 797,238	80.5%
IMRF	\$ 401,351	\$ 116,045	\$ 376,561	93.8%
Site/Construction	\$ -	\$ -	\$ 6,232	-
Working Cash	\$ 4,500	\$ -	\$ 3,182	70.7%
Tort	\$ 87,705	\$ 33,321	\$ 81,485	92.9%
Life Safety	\$ 4,931	\$ -	\$ 3,302	67.0%
Total	\$ 17,301,500	\$ 5,833,115	\$ 15,569,823	90.0%

EXPENSES	FY20-Budget	March	YTD	% Used
Education	\$ 12,305,493	\$ 1,563,008	\$ 7,974,701	64.8%
Oper & Maint	\$ 1,488,733	\$ 108,629	\$ 1,037,222	69.7%
Bond/Int	\$ 1,534,750	\$ -	\$ 1,532,650	99.9%
Trans	\$ 820,911	\$ 75,945	\$ 472,886	57.6%
IMRF	\$ 377,386	\$ 30,428	\$ 214,294	56.8%
Site/Construction	\$ 1,431,214	\$ 153,157	\$ 1,275,472	89.1%
Working Cash	\$ -	\$ -	\$ -	-
Tort	\$ 76,013	\$ -	\$ 76,013	100.0%
Life Safety	\$ 5,100	\$ -	\$ 2,881	56.5%
Total	\$ 18,039,600	\$ 1,931,166	\$ 12,586,119	69.8%

**RESOLUTION TEMPORARILY DELEGATING
AUTHORITY TO ADMINISTRATION**

WHEREAS, the Board of Education (the “Board”) of the Pleasantdale School District No. 107 (the “District”) acknowledges that a national emergency has been declared as a result of the COVID-19 pandemic;

WHEREAS, as a result of the COVID-19 pandemic, public health officials have discouraged public meetings and events, and have encouraged social distancing;

WHEREAS, as a result of these recommendations, the Board is holding its regular meeting on April 15, 2020;

WHEREAS, as a result of these recommendations and the COVID-19 pandemic, it is unknown the status of or whether the Board’s May 20, 2020 or any other future scheduled meetings will be held on previously scheduled dates;

WHEREAS, the Board recognizes that, in the absence of its action on certain contracts, expenditures, payments and other items, there will be significant negative and potentially irreversible impact on its administration, students, employees, operations, and/or finances; and

WHEREAS, in order to minimize such impact on its administration, students, employees, operations, and finances, the Board desires to temporarily delegate authority to its administration to approve and execute contracts and expenditures, approve and make payments, and take other actions in accordance with this Resolution.

NOW, THEREFORE, be it resolved by the Board of Education of Pleasantdale School District No. 107 as follows:

1. The preamble recitals are hereby incorporated as if fully set forth herein.
2. The Board hereby delegates authority to its Superintendent or designee to approve and execute all contracts and expenditures, to approve and make all payments, and to take all other related actions when the Superintendent or designee finds (1) that any such action is reasonable

and necessary to avoid a negative impact on the District's students, employees, operations, or finances; and (2) that such action must be taken prior to the next regularly scheduled meeting of the Board to avoid such negative impact.

3. The authority granted under this Resolution is subject to all statutory bidding and procurement requirements, and other applicable laws and regulations.

4. All administrative actions taken pursuant to this Resolution shall be presented as information items to the Board at the Board's next regularly scheduled meeting.

5. All administrative action taken pursuant to this Resolution shall be indemnified pursuant to 105 ILCS 5/10-20.20.

6. This Resolution temporarily supersedes all Board Policies in conflict therewith.

7. The authority granted under this Resolution shall expire automatically on the date of the next regular or special Board meeting.

8. This Resolution shall be in full force and effect immediately upon its passage, on this 15th day of April, 2020.

**BOARD OF EDUCATION OF
PLEASANTDALE SCHOOL DISTRICT NO. 107**

By: _____
Board President

ATTEST:

By: _____
Secretary

**Pleasantdale School District 107
Parent/Student Handbook**

2020-2021 School Year

2020-2021

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Chapter 1 - Introductory Information & General Notices

This handbook is a summary of the school’s rules and expectations, and is not a comprehensive statement of school procedures. This handbook may be amended during the school year without notice. A digital copy of the handbook is also available on our district website. The Board of Education’s comprehensive policy manual is available for public inspection through the District’s website at www.d107.org or at the Board office, located at 7450 S. Wolf Road in Burr Ridge.

1.30 - General School Information

Board of Education

Mark Mirabile (2021) President	630-734-1741
<i>7985 Woodside Lane, Burr Ridge 60527</i>	<i>mirabile@board107.org</i>
Kristin Violante (2021) Vice President	708-473-8672
<i>8226 Scenic Drive, Willow Springs 60480</i>	<i>violante@board107.org</i>
Mary Lenzen (2021) Secretary	630-201-0702
<i>8241 School Street, LaGrange 60525</i>	<i>lenzen@board107.org</i>
Jon Buralli (2021)	708-784-9462
<i>7243 Flagg Creek Drive, Indian Head Park 60525</i>	<i>buralli@board107.org</i>
David Negron (2023)	312-985-6179
<i>8524 Candlelight Drive West, Willow Springs 60480</i>	<i>negron@board107.org</i>
Charles Zona (2023)	708-701-3708
<i>11317 Tecumseh Lane, Indian Head Park 60525</i>	<i>zona@board107.org</i>
Joy Tristano (2023)	708-227-9022
<i>11223 Joyce Lane, Willow Springs 60480</i>	<i>tristano@board107.org</i>

The Board of Education of District 107 consists of seven members elected on a staggered basis. Board elections are held in April in odd numbered years.

The members serve without compensation, elect officers each year, and set meeting dates. The public is encouraged to attend these meetings, usually held on the third Wednesday of the month in the District Administration Building.

In addition to the regularly scheduled Board meetings, the Board of Education also holds special meetings as needed. Board meeting minutes are posted on the district website. All meetings are open to the public and a special portion of each meeting is set aside for comments from visitors.

SCHOOLS AND STAFF

District Administrative Building
 7450 S. Wolf Road
 Burr Ridge, Illinois 60527
 Telephone: (708) 784-2013

Superintendent:	Dr. Dave Palzet
Business Manager:	Frank Adams
Director of Special Education:	Deborah Lubeck
Assistant Superintendent of Teaching and Learning	Dr. Jennifer Ban
Superintendent’s Secretary:	Erika Sawosko
Bookkeeper:	Teri Makutenas

Pleasantdale Elementary School (PreK-4)
 8100 School Street
 LaGrange, Illinois 60525
 Telephone: (708) 246-4700
 To report an absence: Log into Pickup Patrol

Principal: Kathleen Tomei

Secretary: Terry Maly
 Clerical Aide: Sandra Nichin
 Mascot: Eagle
 Colors: Blue and White

Pleasantdale Middle School (5-8)
 7450 S. Wolf Road
 Burr Ridge, Illinois 60527
 Telephone: (708) 246-3210
 To report an absence: (708) 246-3210, press 5
 or email: middleattendance@d107.org

Principal: Griffin Sonntag
 Assistant Principal: Brianne Malatt
 Secretary: Stacey Tantillo
 Clerical Aide: Maria Cuevas
 Mascot: Tiger
 Colors: Carolina, Navy, and White

Administrators

Administrators are hired by the School Board to implement policies through management and supervision.

Teachers

District 107 provides students with excellent professional and paraprofessional instructional services. In addition to experienced classroom teachers, the district employs art teachers, instrumental music teachers, vocal music teachers, resource teachers, librarians, registered nurses, social workers, speech and language therapists, computer instructors, and gifted/enrichment teachers.

Support Staff

Secretaries, bus drivers, lunchroom helpers and supervisors, and maintenance/custodial personnel assist the educational program of District 107 in a variety of ways.

Facilities

District 107’s facilities are handicap accessible.

Whom do I call when I have a particular concern or question?

Pleasantdale School District is committed to timely and accurate communication with stakeholders. The following chart lists contacts to get questions answered most efficiently.

Topic	First Contact	Second Contact	Third Contact
Student Academics	Classroom Teacher	Principal	Superintendent
Student Discipline	Classroom Teacher	Principal/Assistant Principal	Superintendent

Co-Curricular Activities	Coach/Sponsor	Office Staff	Principal/Assistant Principal
Bus Transportation	School Office	Business Manager	
Lunch Program	School Lunch Supervisor	Business Manager	
Special Education	Classroom Teacher	Special Education Case Manager	Director of Special Education
Medical Issues	Nurse	Principal	
Board Policy	Superintendent	Board of Education	
Friday Packet Communication	Superintendent's Secretary	Superintendent	

See www.d107.org for complete list of phone numbers and email addresses.

1.35 – School Hours, Arrival/Departure Procedures

SCHOOL HOURS

Below are the normal school hours.

Pleasantdale Elementary

Bright Beginnings Preschool	9:10 - 11:40 a.m. morning session 12:40 - 3:10 p.m. afternoon session
Extended-day Kindergarten, 1 st – 4 th grade	8:40 a.m. - student arrival begins 8:55 a.m. - students enter building 9:00 a.m. - school starts 3:20 p.m. - dismissal
Half-day Kindergarten	8:55 a.m. - 12:00 p.m.

At the Elementary School, parents must make necessary arrangements so that their children do not arrive prior to 8:40 a.m. Supervision is not available prior to this time.

Pleasantdale Middle

Grades 5-8	8:00 a.m. student arrival 8:12 a.m. students enter	
	8:20 a.m. classes begin 3:22 p.m. dismissal	Lunch periods start: 11:10 a.m.

At the Middle School, parents must make necessary arrangements so that their children do not arrive prior to 7:30 a.m. Supervision is not available prior to this time.

Arrival / Departure Procedures

Pleasantdale Elementary

Arrival

- Early Arrival – Students must report to the school office for any activity starting before 8:40 a.m.
- Morning Arrival is anytime between 8:40 – 9:00 a.m. – Each grade level is assigned an entrance door in the front of the building. Students report to their assigned location and line up with their grade level. Students

enter the building from 8:55 – 9:00 a.m. Students will be directed into the gymnasium/APR upon arrival during inclement weather.

- Late Arrival – The doors are locked at 9:00 a.m. Students arriving after 9:00 a.m. are considered tardy and must report to the school office. Students who are tardy disrupt their learning and the learning of other students. Tardy students will receive a tardy slip which must be given to the classroom teacher.

Departure

- The school must be notified via Pickup Patrol by 2:30 p.m. of alternative transportation arrangements or attendance at after-school activities. Students being picked up after school must wait until the parent comes to the west side doors at the end of the first grade hallway. Cars must be parked in the back lot. Staff members will not release students unless the parent is recognized. The front main doors are not dismissal points for children picked up after school.
- When a child does not have permission via Pickup Patrol regarding a change in pick-up, the child will be dismissed according to his/her default Pickup Patrol schedule.
- Departure During School Hours -School district staff will not release a child to anyone unless the adult has legal custody, or the parent/guardian has notified the school office in writing in advance. During school hours, no student is to leave the grounds without permission and adult supervision. Parents picking up students during school hours must come to the elementary school office to sign out their child.
- After School Departure – All busses load in the front of the building. At the end of the school day or after school activities, parents picking children up from school must park in the back of the building and meet their child at the back door. No student will be released until parents or guardians are recognized.
- A.M. half day kindergarten pick-up will be at 12:00 p.m. at the library doors.
- All preschool drop-off and pick-up will be at the preschool doors. Parents are to walk preschool students to the preschool door for drop-off and pick-up.

Pleasantdale Middle

- Early Arrival - Students arriving before 8:00 a.m. to partake in an activity or receive morning academic help must sign in on the computers in the main lobby. Students should make pre-arrangements with their teacher.
- Morning Arrival - When students arrive, 5th and 6th grade students must wait for the bell in the front of the school. 7th and 8th grade students will wait for the bell in the outside commons area. During inclement weather, 5th and 6th grade students will wait for the bell in hallway outside the north gym. 7th and 8th grade students will wait for the bell in the lunchroom.
- Tardy- Students who are late to school must stop in the main office to sign in and get a pass to class.
- Departure During School Hours -School district staff will not release a child to anyone unless the adult has legal custody, or the parent/guardian has notified the school office in writing in advance. During school hours, no student is to leave the grounds without permission and adult supervision. Parents picking up students during school hours must come to the elementary school office or the middle school main office to sign out the child.
- After School Departure – Parents may pick students up in the front of the building. The fire lane in the front of the building must remain open.

1.36 - Returning to School After Hours

Pleasantdale Elementary

Organizing homework is part of the end-of-the-day classroom procedure designed to foster independence and responsibility. If a student forgets assignments at school, they may return to school to retrieve them by 4:30 p.m. The secretary or principal will escort students to get materials. An organizational plan may be put into place for students who habitually forget assignments at school.

Pleasantdale Middle

Students are urged to return to school for forgotten homework whenever necessary. However, the return trip needs to be made by 4:30 p.m. After that time, all school doors are locked and the office staff may be unavailable. For security reasons, cleaning crew members will not allow entrance to the building after school hours.

1.40 – Visitors/Volunteers

All visitors/volunteers, including parents and siblings, are required to enter through the front door of the building and proceed immediately to the main office. Visitors should identify themselves and inform office personnel of their reason for being at school.

Visitors/volunteers must sign in, identifying their name, the date and time of arrival, and the classroom or location they are visiting. Visitors/volunteers will provide their driver's license or state ID to be scanned by our security system and kept in

the office. Approved visitors must take a tag identifying themselves as a guest and place the tag to their outer clothing in a clearly visible location. Visitors/volunteers are required to proceed immediately to their location in a quiet manner. All visitors must return to the main office and sign out before leaving the school and retrieve their ID.

Any person wishing to confer with a staff member should contact that staff member to make an appointment. Conferences with teachers are held, to the extent possible, outside school hours or during the teacher's conference/preparation period.

Visitors/volunteers are expected to abide by all school rules and the visitor/volunteer guidelines during their time on school property, including not posting any photos of students taken during school hours on personal social media. A visitor/volunteers who fails to conduct himself or herself in a manner that is appropriate will be asked to leave and may be subject to criminal penalties for trespass and/or disruptive behavior.

No person on school property or at a school event shall perform any of the following acts:

1. Strike, injure, threaten, harass, or intimidate a staff member, board member, sports official or coach, or any other person.
2. Behave in an unsportsmanlike manner or use vulgar or obscene language.
3. Unless specifically permitted by State law, possess a weapon, any object that can reasonably be considered a weapon or looks like a weapon, or any dangerous device.
4. Damage or threaten to damage another's property.
5. Damage or deface school property.
6. Violate any Illinois law or municipal, local or county ordinance.
7. Smoke or otherwise use tobacco products.
8. Distribute, consume, use, possess, or be impaired by or under the influence of an alcoholic beverage, cannabis, other lawful product, or illegal drug.
9. Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug consumption is detectable, regardless of when and/or where the use occurred.
10. Use or possess medical cannabis, unless he or she has complied Illinois' Compassionate Use of Medical Cannabis Act and district policies.
11. Impede, delay, disrupt, or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner).
12. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the board.
13. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized district employee's directive.
14. Engage in any risky behavior, including roller-blading, roller-skating, or skateboarding.
15. Violate other district policies or regulations, or a directive from an authorized security officer or district employee.
16. Engage in any conduct that interferes with, disrupts, or adversely affects the district or a school function.

1.50 - Equal Educational Opportunities Rights and Responsibilities

Policies of the District 107 Board of Education protect the rights of all students, in compliance with state and federal laws. The policies are available for inspection in school offices.

According to District 107 Board of Education Policy, all District 107 students have equal access to programs, activities, services and benefits. Students are not limited in the exercise of any right, privilege, advantage, or opportunity because of gender. Any students or parents who allege gender discrimination may file a complaint with the Superintendent or designee. A description of this procedure may be obtained from the District Office.

Equal educational and extracurricular opportunities are available to all students without regard to race, color, nationality, sex, sexual orientation, gender identity, ancestry, age, religious beliefs, physical or mental disability, status as homeless, or actual or potential marital or parental status, including pregnancy.

No student shall, based on sex or sexual orientation, be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities.

1.55 - Student, Parent, Teacher Rights and Responsibilities

STUDENT RESPONSIBILITIES

Academics

- Do your best to achieve excellence in personal conduct and academics.
- Improve your performance upon notice of unsatisfactory progress.
- Contribute to a good learning climate.
- Be punctual and attend every class.

Citizenship

- Have pride in your school.
- Respect the rights of fellow students, school personnel, and others.
- Be honest and courteous.
- Know and follow school rules and procedures.
- Seek assistance from school personnel to prevent or resolve conflicts.
- Report incidents or activities that may threaten or disrupt the school environment.
- Respect the property of other students, school personnel or Pleasantdale School District 107.

Extra Curricular Activities

- Follow school rules at all school sponsored events.
- Show good sportsmanship. Students or teams violating the ethics of competition or principles of good sportsmanship during a sporting event may be subject to appropriate disciplinary action that can include being barred from future participation as spectators or participants or both.

STUDENT RIGHTS

An Appropriate Public School Education

- To learn in an environment in which all students can excel academically and socially.
- To be graded on their academic performance.
- To be allowed to make up class work after an excused absence according to school/team policies.
- To be respected by staff and peers in a caring school community.

PARENT RESPONSIBILITIES

- Support the efforts of their children to achieve excellence in academics and personal conduct.
- Plan a time and place for homework assignments and provide necessary supervision.
- Assume responsibility for the student's prompt and regular compliance with attendance, rules, and procedures.
- Reinforce respect for school personnel.
- Instill respect for the law, including the rights of others.
- Communicate expected behavior at school.
- Work with the school in the best interests of the student on disciplinary matters.
- Attend all requested conferences.
- Present their case/cause to school officials in a calm, respectful manner.

PARENT RIGHTS

- To receive information concerning the complete program offered at school.
- To receive regular official reports of their children's academic progress.
- To be notified promptly of significant academic and/or behavioral problems.
- To receive an explanation of the basis for any grade given by the teacher.
- To be given time for a conference with teachers and/or administration.
- To exercise the right to appeal, when appropriate.
- To experience respectful relationships with teachers and other school personnel.

TEACHER RESPONSIBILITIES

- Demonstrate by attitude and actions genuine concern and respect for each student, parent, and fellow staff member.
- Know and enforce school rules courteously and fairly.
- Handle misconduct quickly and impartially.
- Inform parents about the academic progress and conduct of their student using established district criteria.
- Attend conferences when requested.

TEACHER RIGHTS

- Have guarantees as cited in the agreement between the Pleasantdale School District Board of Education and the Teacher's Association of Pleasantdale.
- Be present at any disciplinary conference concerning serious disruptions in the teacher's classroom.
- Be treated respectfully by fellow staff, administration, parents, and students.

1.60 - Animals on School Property

In order to assure student health and safety, animals are not allowed on school property, except in the case of a service animal accompanying a student or other individual with a documented disability. This rule may be temporarily waived by the building principals in the case of an educational opportunity for students, provided that (a) the animal is appropriately housed, humanely cared for, and properly handled, and (b) students will not be exposed to a dangerous animal or an unhealthy environment.

1.80 - Gifts

All district employees are subject to Board Policy 2:105 Ethics and Gift Ban which can be viewed at the District web site at www.d107.org.

1.84 - Birthdays

Birthdays – Pleasantdale Elementary

Birthdays are special occasions for children. Birthdays and half-birthdays are recognized at school. They receive a small gift from the office, announce their birthday over the intercom, and lead the school in the morning pledge and song. Sending birthday treats or gifts to school is not allowed. Children have the option of donating toward a birthday book in the library. Parents will receive more information about birthday books from the PTO.

The distribution of party invitations can often create a disturbance to the school environment. At times, school may not an appropriate place to communicate (birthday) party information. Parents must take care of birthday party invitations outside of school for grades 2 through 4.

However, we also recognize that our youngest students (Preschool through first grade) may need to distribute invitations at school. Therefore, the below rules must be adhered to.

1. Distribution can only occur during non-instructional hours (before the start of class or at the end of the day) and to your child's classroom only.
2. To the greatest extent possible the child will be responsible for distribution, but staff will make ensure that all students in the class receive an invitation.
3. ALL children in the class must receive an invitation.
4. The invitations must be nondescript and not addressed to specific children but simply indicating the time, location, date, etc.

Birthdays – Pleasantdale Middle

Student birthdays and half-birthdays are highlighted during morning announcements. Parents are not to send edible treats to either lunch periods or classrooms. Parents must communicate individual birthday party information outside of school. Students are not allowed to decorate lockers in celebration of birthdays. The middle school Spirit Squad may decorate student lockers on the students' birthdays or half-birthdays.

1.85 - Treats & Snacks

Students are not allowed to share food. Teachers are not allowed to give food to students outside of approved School Board policy. Parents are not allowed to send food for any student other than their own.

1.86 - Student Recognition

There are many opportunities at both schools for students to be recognized throughout the school year. Positive student recognition is an important part of both schools' child-centered philosophies.

1.87 - Parent Organizations

Parent Teacher Organization (PTO)

The PTO actively strives to help parents and teachers cooperate in the education of children. PTO programs and fundraising activities support many District 107 projects including classroom parties, special events, assemblies, field trips, etc. Every family is strongly encouraged to join annually. A link to the PTO is located on the District web page.

Holiday Parties – Pleasantdale Elementary

PTO Room Reps will organize classroom parties for certain holidays during the school year. No food or candy will be served at holiday parties. Valentine cards cannot include anything edible. Classroom parties will focus on holiday-related games and activities. Photos taken during parties will be shared in a school album and should not be posted on personal social media pages.

1.88 - Building Usage

Although educational programs and school-sponsored activities have priority, District 107 school buildings are for community use as well. Applications for building use may be obtained from the School or District Offices. School-sponsored events may preempt groups that have scheduled school building use, provided adequate notice is given. Organizations that sponsor activities in school facilities outside of regular school hours should be aware of Board of Education policies (e.g. no smoking, no alcohol, or other drug use). Failure to observe these policies will result in cancellation of school-use privileges.

1.89 - Lost and Found

A lost and found area is located near the office in the elementary school and near the gymnasium in the middle school. If an article is lost, a child should first check with the classroom teacher, then the lost and found area. If an item is believed to have been left on a school bus, the student should report this as soon as possible to the main office.

1.90 - Emergency School Closings

The District uses an automated home messaging system to notify parents, students, and staff of a school closing. In addition, when possible, emergency closing information will be posted on the district website, social media, and communicated through local media channels.

1.91 - Textbook/Library Book Procedures

Students are expected to return textbooks and library books in the condition they were issued. Loss of book or excessive wear and tear will result in reimbursement for the cost of the book. Families will be notified prior to the end of the year with replacement costs. Students with outstanding library and textbook fees may not be permitted to participate in end of year activities, including Field Day.

1.92 - Telephone Use

Students may use the office phone or classroom phone when it is extremely important. Permission from a teacher, the secretary, or principal is required. Personal cell phones and other communication devices possessed by students should be off and out of sight during the school day.

1.93 - Collection of Money

Money may not be collected from fellow students for any reason without first receiving approval from the principal.

1.95 - Communications

Parent/teacher communication is a priority. Parents are encouraged to contact staff members often. Every staff member has a direct phone line and email address. Parents are encouraged to leave messages during the day. In most instances, teachers will respond within 24 hours. The teacher is always the first point of contact for issues concerning students. Please do not contact the principal or superintendent prior to contacting the teacher.

Teachers are First Point of Contact

Should problems involving students occur, parents must first discuss the matter with the classroom teacher. The next person to contact is the principal if the problem is not resolved.

Email/Voicemail/Website

Teachers and administration have email and voicemail capabilities to communicate with parents. Email addresses are located on the school website at www.d107.org.

Skyward Family Access

Parents have the option of checking on their child's current grade status in each subject by means of a web-based program called Skyward Family Access. There will be opportunities for parents to receive instruction on how to access Skyward at the beginning of each year. Parents may contact the main office with questions about Skyward access at any point during the year.

Schoology Access

Our district uses a Learning Management System (LMS) called Schoology for students and parents to access information about class learning and assignments, including directions, resources, and due dates. Schoology can be accessed at <http://pleasantdale.schoology.com>. There will be opportunities for parents to receive instruction on how to access Schoology at the beginning of each year. Parents may contact the main office with questions about Schoology access at any point during the year.

Seesaw Access

Teachers in Pre-K-2nd grades may use a similar program called SeeSaw. Information about how to access this will come from the classroom teacher.

Curriculum Night

Pleasantdale Elementary and Middle schools host this important event on separate nights at the beginning of the school year. Parents will receive information regarding communication, homework, curriculum, classroom management, and volunteering. Due to the nature of the evening, parents are encouraged to find alternative plans for their children.

Parent/Teacher Conferences

Parent involvement is highly valued and strongly encouraged in District 107. Conferences are scheduled in the month of November. The middle school schedules additional conferences during 2nd trimester, as needed.

1.100 - Video and Audio Monitoring System

A video and/or audio monitoring system may be in use on school busses and a video monitoring system may be in use in public areas of the school building and school grounds. These systems have been put in place to protect students, staff, visitors and school property. If a discipline problem is captured on audiotape or videotape, these recordings may be used as the basis for imposing student discipline. If criminal actions are recorded, a copy of the tape may be provided to law enforcement personnel.

1.120 - Students with Food Allergies

Food Allergy Management Program

While it is not possible for the District to completely eliminate the risks of exposure to allergens when a student is at school, using a cooperative effort among students' families, staff members, and students helps the District reduce these risks and provide accommodations including proper treatment for allergic reactions. Board Policy 7:285 states that:

- No food or candy will be served at elementary classroom holiday parties. Classroom parties will focus on holiday-related games and activities.
- No food or candy will be sold directly to students during the school day outside of the lunch program.
- Ingredients of food used as part of extracurricular activity (cooking club) will be identified and communicated to parents in advance.
- Food sold as concessions outside of the school day at school or PTO sponsored events must be prepackaged with the ingredients listed unless parents are notified in advance that other foods besides prepackaged items will be sold.

- Food consumption is limited to identified areas of the building.

1.130 - Care of Students with Diabetes

If your child has diabetes and requires assistance with managing this condition while at school and school functions, a Diabetes Care Plan must be submitted to the building principal. Parents/guardians are responsible for and must:

- a. Inform the school in a timely manner of any change which needs to be made to the Diabetes Care Plan on file with the school for their child.
- b. Inform the school in a timely manner of any changes to their emergency contact numbers or contact numbers of health care providers.
- c. Sign the Diabetes Care Plan.
- d. Grant consent for and authorize designated School District representatives to communicate directly with the health care provider whose instructions are included in the Diabetes Care Plan.

For further information, please contact the school nurse.

1.140 - Suicide and Depression Awareness and Prevention

Suicide and Depression Awareness and Prevention

Youth suicide impacts the safety of the school environment. It also affects the school community, diminishing the ability of surviving students to learn and the school's ability to educate. Suicide and depression awareness and prevention are important goals of the school district.

The school district maintains student and parent resources on suicide and depression awareness and prevention. School Social Workers maintain resources and information that can be shared with families.

Chapter 2 - Attendance, Instruction, Promotion & Graduation

2.10 - Attendance

Illinois law requires that whoever has custody or control of any child between six (by September 1st) and seventeen years of age shall assure that the child attends school in the district in which he or she resides, during the entire time school is in session (unless the child has already graduated from high school). Illinois law also requires that whoever has custody or control of a child who is enrolled in the school, regardless of the child's age, shall assure that the child attends school during the entire time school is in session.

2.20 - Student Absences

Daily student attendance is vital for our schools to best educate our students.

Elementary

Parents or guardians must log their child's absence into Pickup Patrol before 9 a.m. for elementary student absences. If a parent does not log the absence by the designated time, the school office/nurse will make every effort to contact the home to verify the absence. Illinois law requires that the school knows the whereabouts of every child within the first two hours of school. If school personnel are unable to reach a parent or guardian, the police may be asked to check the residence to ensure the child's safety. Parents must notify the school office in writing for a planned absence. When a student has been absent three or more days due to illness, a doctor's statement may be required before the child will be readmitted to school. A doctor's statement may be required when a child returns following a contagious disease. A student must be present at school by 12:00 p.m. to participate in after school/evening activities.

A student is considered absent if he/she misses 20 minutes or more in the morning or afternoon.

Middle School

Parents or guardians must email (middleattendance@d107.org) or call the absence line before 8:15 a.m. for middle school student absences. The caller/email must state the child's name, grade, reason for absence, and date(s) of absence. If a parent does not email/phone the absence line by the designated time, the school office/nurse will make every effort to contact the home to verify the absence. Illinois law requires that the school knows the whereabouts of every child within the first two hours of school. If school personnel are unable to reach a parent or guardian, the police may be asked to check the residence to ensure the child's safety. Parents must notify the school office in writing for a planned absence. When a student has been

absent three or more days due to illness, a doctor's statement may be required before the child will be readmitted to school. A doctor's statement may be required when a child returns following a contagious disease. A student must be present at school by 12:00 p.m. to participate in after school/evening activities.

Reasons for Absence

District 107, in keeping with section 26.2a of the Illinois School Code, considers the following circumstances to be valid/excused and invalid/unexcused causes for a student's absence:

Valid/excused reasons for absence

- Illness
- Death in the immediate family
- Family emergency
- Observance of a religious holiday
- Attending a military honors funeral to sound TAPS
- Circumstances which cause reasonable concern to the parent or guardian for the safety or health of the student
- Other situations beyond the control of the student as approved by the Superintendent or Principal

Invalid/unexcused reasons for absence

- Oversleeping
- Missing the bus
- Babysitting
- Completing work for a class
- Non-school sponsored activities
- Vacation

A phone call from a parent or guardian will not excuse a student in these circumstances. The school district will initiate preventive and supportive measures for students who are absent from school excessively, especially invalid/unexcused absences.

Additionally, a student will be excused for up to 5 days in cases where the student's parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat-support postings. The Board of Education, in its discretion, may excuse a student for additional days relative to such leave or deployment. A student and the student's parent/guardian are responsible for obtaining assignments from the student's teachers prior to any excused absences and for ensuring that such assignments are completed by the student prior to his or her return to school.

Tardy

A student is considered tardy if he/she arrives after 8:20 a.m. for the middle school and 9:00 a.m. for the elementary school. Late arrival of school provided transportation does not constitute a tardy referral. Students who are habitually late to school are a concern. Not only do they miss important information starting the school day, they are a disruption to the class. At the Middle School, students who are late to school/class more than 3 times in a Trimester are subject to school discipline procedures. The principal or assistant principal will contact parents when tardiness becomes chronic.

Extended Absence Procedures

Regular attendance is vital to success in school. Parents or guardians are expected to maintain a regular attendance pattern for their children and to inform the school of any absence and its cause. Family vacations planned on school attendance days are discouraged. It is the parent responsibility to ensure that their children make up what needs to be made up.

An extended planned absence constitutes five or more missed school days. Parents are requested to notify their child's teacher and the school office in writing five days prior to an extended planned absence, stating the specific dates the student will not be in attendance.

There are many different learning activities and opportunities going on in classrooms each day. Not all can be done independently as most require some level of prior instruction from the classroom teacher. Therefore, teachers may not be able to provide work ahead of time. Other assignments will be saved for the child to do after the extended absence. Any work that is given at the beginning of an extended absence should be done by the time the child returns to school.

These procedures are intended to help parents and students understand the academic responsibilities relative to extended absences. Questions should be directed to teachers or the school office.

2.40 - Make-Up Work

Students are responsible for their schoolwork when they are absent. Parents and students can use Schoology, our online Learning Management System, or email teachers directly to check for assignments. After two consecutive days of absence, arrangements may be made for someone to pick up the assignments from the school office between 3:20 and 4:00 p.m.

If a student's absence is excused or if a student is suspended from school, he/she will be permitted to make up all missed work, including homework and tests, for equivalent academic credit.

Teachers will assist and determine a deadline for making up the missed work.

2.50 - Truancy

Student attendance is critical to the learning process. Truancy is therefore a serious issue and will be dealt with in a serious manner by the school and district.

Students who miss more than 1 % but less than 5% of the prior 180 regular school days without valid cause (a recognized excuse) are truant. Students who miss 5% or more of the prior 180 regular school days without valid cause are chronic truants. Students who are chronic truants will be offered support services and resources aimed at correcting the truancy issue.

If chronic truancy persists after support services and other resources are made available, the school and district will take further action, including:

- Referral to the truancy officer
- Reporting to officials under the Juvenile Court Act
- Referral to the State's Attorney
- Appropriate school discipline

A student who misses 15 consecutive days of school without valid cause and who cannot be located or, after exhausting all available support services, cannot be compelled to return to school is subject to expulsion from school.

A parent or guardian who knowingly and willfully permits a child to be truant is in violation of State law.

2.60 - Grading & Promotion

Report Cards

- Report cards are posted throughout the year through Skyward. The third trimester report card will be mailed home after school lets out for the summer.
- Parents are encouraged to check their child's grades on Skyward on a regular basis. Letter grades on report cards begin in 3rd grade. Students younger than 3rd grade receive a numerical grade as described on the report card. In addition, Spanish, physical education, music, and art in the Elementary School also receive numerical grades. At the middle school, midway through each trimester, an email is sent home to remind parents to check midterm grades.

Grading

District Subject Grading Scale (3rd-8th Grades):

A	100 – 90
B	89.99 – 80
C	79.99 – 70
D	69.99 – 60
F	59.99 or below

Graduation Ceremony Eligibility

Grade 8 students are expected to meet academic expectations to participate in the graduation ceremony. Specifically, grade 8 students will not be allowed to participate in the graduation ceremony if they earn 6 or more "F's" during the school year,

with at least one “F” occurring during the third trimester. If a student is at risk of nonparticipation due to academic performance, parents will be notified at the end of the trimester in which two (2) or more “F’s” are accumulated on the report card. A plan to remediate will be developed jointly between the student, parent, and school. Grade 8 students who fail to remediate their academic performance given adequate notice will not participate in the graduation ceremony. Grade 8 students may also be prohibited from participation in the graduation ceremony or other 8th grade activities and privileges for incidents of gross disobedience and misconduct.

2.65 – Instructional Programs and Placements

Class/Teacher Assignments

The principal and teachers make decisions in the spring regarding the placement of students in classes for the following school year. A great deal of time is devoted to the development of class lists. Important academic, social, developmental, and behavioral factors are taken into consideration before decisions are made. Parent requests for a particular teacher cannot be honored as many factors are involved in this process.

Curriculum

Curriculum in District 107 is developed, reviewed, and refined on a yearly basis. The District’s Curriculum Council is charged with evaluating present programs, analyzing research in the field, and designing a comprehensive program of study to meet the needs of all students in the district.

Connections Program – Elementary

The gifted/enrichment teacher meets regularly with PreK – grade 3 teachers to assess learning needs and help plan differentiated curriculum as needed. All students are screened as to their needs for academic acceleration using the district matrix at the end of grade 3. Students who are determined to need ongoing challenge are identified for Connections, our talented and gifted program.

Leveled English Language Arts Classes - Middle

In grades 5-8, students are identified for either on-level, extended, or advanced (grades 7 & 8) English Language Arts (ELA) classes.

Leveled Math Classes

In grades 5-8, students are identified for either on-level or accelerated math classes. Classes are designed to meet the academic needs of all students and provide an appropriate level of challenge. Classes utilize a differentiated curriculum as needed.

Qualifications for accelerated or extended instruction in English Language Arts and Math are detailed in the district's Talented and Gifted (TAG) Program document, found on the school district’s website.

2.70 - Homework

Homework is an integral part of the District 107 educational program. It is the expectation that homework will be a priority for our students. Homework offers teachers, parents and students the opportunity to be involved in and support the learning process outside of school. Homework should be meaningful and provide opportunities for practice, enrichment and extension of classroom activities. It also helps to develop student responsibility and necessary work habits such as time-management and self-discipline and the ability to work independently. It is an essential part of the educational process.

The following daily time allotments are listed as a general guideline (and many grade levels expect that students and parents will read for a minimum of 20 minutes per day):

Grades K-2	10 – 30 minutes per day
Grade 3	20 – 40 minutes per day
Grade 4	30 – 50 minutes per day
Grade 5	50 – 60 minutes per day
Grades 6-8	60 – 90 minutes per day

At the Elementary School

- The classroom teachers determine the type, frequency and quantity of homework. Assignments may include practice, drill, memorizing, review, work completion, error correcting, research projects and reading.
- Families are encouraged to set aside time each day to read. This provides the opportunity to practice reading and helps establish a life-long habit.
- Parents are encouraged to contact the classroom teacher immediately if they have questions about homework guidelines and/or level of challenge provided. Teachers can individualize homework if deemed necessary.

At the Middle School

Teachers will...

- Assign homework that is meaningful and purposeful
- Assign homework that targets students needs, learning styles and abilities
- Assign homework that is age appropriate in length and difficulty
- Explain directions, expectations and purpose for assignments in class
- Post assignments on Schoology and in the classroom
- Ensure that students receive feedback about homework assignments in a timely manner

Parents will...

- Provide an environment conducive to studying
- Offer guidance, not answers
- Monitor homework completion and emphasize its importance
- Communicate with both teacher and student regarding any on-going homework concerns
- Utilize Schoology and Skyward as a tool for accessing information concerning homework and grades

Students will...

- Accurately fill out their assignment notebooks each day
- Be responsible for completing homework on time
- Seek out and complete all make up assignments
- Practice academic honesty when completing homework
- Exhibit self-advocacy by seeking additional help when needed
- Utilize Schoology and Skyward as a tool for accessing information concerning homework and grades
- Return to school to pick up forgotten materials and /or homework whenever needed

2.80 - Exemption from the Physical Education Requirement

In order to be excused from participation in physical education, a student must present an appropriate excuse from his or her parent/guardian or from a person licensed under the Medical Practice Act. The excuse may be based on medical or religious prohibitions. An excuse because of medical reasons must include a signed statement from a person licensed under the Medical Practice Act that corroborates the medical reason for the request. An excuse based on religious reasons must include a signed statement from a member of the clergy that corroborates the religious reason for the request.

A student in grades 7-8 may submit a written request to the building principal requesting to be excused from physical education courses because of the student's ongoing participation in an interscholastic or extracurricular athletic program. The building principal will evaluate requests on a case-by-case basis.

Students with an Individualized Education Program may also be excused from physical education courses for reasons stated in Handbook Procedure 10.301.

Special activities in physical education will be provided for a student whose physical or emotional condition, as determined by a person licensed under the Medical Practices Act, prevents his or her participation in the physical education course.

State law prohibits the School District from honoring parental excuses based upon a student's participation in athletic training, activities, or competitions conducted outside the auspices of the School District.

Students who have been excused from physical education shall return to the course as soon as practical. The following considerations will be used to determine when a student shall return to a physical education course:

1. The time of year when the student's participation ceases and the students class schedule.

2.100 - Home and Hospital Instruction

Homebound Tutoring

A student who is absent from school, or whose physician, physician assistant or licensed advance practice registered nurse anticipates his or her absence from school, because of a medical condition may be eligible for instruction in the student's home or hospital.

Appropriate educational services from qualified staff will begin no later than five school days after receiving a written statement from a physician, physician assistant, or licensed advanced practice registered nurse. Instructional or related services for a student receiving special education services will be determined by the student's individualized education program.

For information on home or hospital instruction, contact the building principal.

Chapter 3 - Student Fees and Meal Costs

3.00 - Registration

Registration for returning students can be completed online at www.d107.org. Additionally, students advancing to Grade 5 will need to verify residency before the first day of student attendance.

Parents or legal guardians of children who are eligible to attend school in Pleasantdale District 107, must show proof of residency and fill out the following papers for registration:

- Enrollment and Residency Form
- Authorization for Transfer of Student Records
- General Information Sheets

Parents/legal guardians must submit the following original documents:

- Child's birth certificate
- Custody papers in the case of divorce or guardianship
- Current physical
- Proof of residency listing the name and address

There are many different family patterns and styles. Some families may have had an experience that has resulted in a court order. The district requests parent cooperation to help us maintain a safe environment and communicate correctly with all parties. If there is a current court order (i.e. divorce, order of protection, etc.) a copy of the portion that applies to custody or protection is required. The copy must include a stamp and signature of the court.

3.10 - Fees, Fines & Charges; Waiver of Student Fees

Fees: Information regarding Grade Level Fees, PE uniforms, School Lunch, Technology, and other items will be included in the annual registration packet.

Voluntary Student Insurance

Student insurance information can be obtained by contacting the district office.

Waivers

Fines, Fees, and Charges; Waiver of Student Fees 1

The school establishes fees and charges to fund certain school activities. Some students may be unable to pay these fees. Students will not be denied educational services or academic credit due to the inability of their parent or guardian to pay fees or certain charges. Students whose parent or guardian is unable to afford student fees may receive a fee waiver. A fee waiver does not exempt a student from charges for lost and damaged books, locks, materials, supplies, and/or equipment.

Applications for fee waivers may be submitted by a parent or guardian of a student who has been assessed a fee. As student is eligible for a fee waiver if at least one of the following prerequisites is met:

1. The student currently lives in a household that meets the free lunch or breakfast eligibility guidelines established by the federal government pursuant to the National School Lunch Act; or
2. The student or the student's family is currently receiving aid under Article IV of the Illinois Public Aid Code (Aid to Families of Dependent Children).

The building principal will give additional consideration where one or more of the following factors are present:²

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

The building principal will notify the parent/guardian promptly as to whether the fee waiver request has been granted or denied. Questions regarding the fee waiver application process should be addressed to the building principal.

Pursuant to the Hunger-Free Student's Bill of Rights Act, the school is required to provide a federally reimbursable meal or snack to a student who requests one, regardless of whether the student has the ability to pay for the meal or snack or owes money for earlier meals or snacks. Students may not be provided with an alternative meal or snack and the school is prohibited from publicly identifying or stigmatizing a student who cannot pay for or owes money for a meal or snack.

If you have questions regarding the fee waiver process, you may contact the District Business Manager at (708)784-2013.

3.20 - School Lunch Program

All full-day students eat lunch at school. Students have the option of purchasing hot lunch or bringing their own. Menus will be posted each month on our district's website so parents and students are aware of the food that will be served in advance. Students are not allowed to share lunches. District 107 provides financial assistance for lunch in accordance with federal and state laws. Eligibility requirements are available through the school or district office.

Chapter 4 - Transportation & Parking

4.10 - Bus Transportation

District 107 provides bus transportation for all students. Bus schedules are furnished at the beginning of the school year. Riding the bus is considered a privilege rather than a right and requires the cooperation of parents, students, staff and our bus drivers to ensure a safe experience for every child. Each school bus is equipped with front and rear video cameras to record student behavior.

Routes and Schedules

- In planning schedules, the District strives for safety considerations first.
- Students are not allowed to take any bus other than their assigned bus and must get off at their assigned bus stop.
- Parents/guardians of kindergarten students must meet their child at the bus stop.

Late Bus

- Late bus service is provided Monday, Tuesday, and Thursday.
- The late busses begin at the Elementary School and then go to the Middle School.

- The late busses leave at 4:20 p.m. from the **Elementary School**.
- The late busses leave at 4:30 p.m. from the **Middle School**.
- These busses will drop students off at locations in the general area of their homes, but not necessarily at the same stops as the morning and afternoon busses.
- Bus concerns/questions after office hours should be directed to the First Student Bus Company at (708)352-9050.
- Parents/guardians are encouraged to establish back-up plans with neighbors/friends in case the parent/guardian cannot be home at the time of drop-off.

Bus Safety

- The manufacturer's capacity for a bus shall not be exceeded.
- Only persons authorized by the school district shall be allowed to ride school buses. Parents are not allowed on the bus unless they are serving as a field trip chaperone.
- All busses are equipped with cameras. Parents should report any concern to the Principal or Assistant Principal.
- Younger students (kindergartners and 1st graders on Elementary School busses and 5th and 6th graders on Middle School busses) are asked to sit at the front of the bus. Seats may be assigned on certain busses as necessary.
- Parents will be notified if their child(ren) is affected by a safety issue.

Bus Riding Behavior

School bus riders are expected to:

- Follow the instructions of the bus driver.
- Remain seated in appropriate/assigned seat at all times.
- Be on time at the designated bus stop.
- Remain at the side of the road while waiting for the bus.
- Wait for the bus to stop completely before boarding and unloading.
- Keep hands and head inside the bus at all times.
- Keep objects out of the aisle.
- Report immediately any damage to the bus seat(s) to the driver.
- Maintain appropriate behavior at all times.
- Refrain from eating or drinking on the bus.
- Stay out of the danger zone next to the bus where the driver may have difficulty seeing you. Take five giant steps away from the bus and out of the danger zone, until you can see the driver and the driver sees you. Never crawl under a bus.
- Wait for the driver's signal before crossing the street and then cross in front of the bus. Cross the street only after checking both ways for traffic.
- Never run back to the bus, even if you dropped or forgot something.
- Talk quietly on the bus. No shouting or creating loud noises that may distract the driver. Tablets, iPods, iPads, Smartphones, and other electronic devices must be silenced on the bus unless a student uses headphones.

Consequences of Improper Bus Riding Behavior

Pleasantdale Elementary

- Students are expected to follow the Eagle Way on the bus.
 - The Eagle Way
 - Be respectful – Keep hands and feet to yourself.
 - Be responsible – Talk but don't scream.
 - Be safe – Stay seated the entire ride.
- If a child behaves in a way that jeopardizes his safety or the safety of others, an anecdotal form will be filled out by the bus driver or supervising adult and given to the principal.
- In all cases, the seriousness of the offense will determine the level of consequence suitable. Consequences for improper bus riding behavior can range from written warning to a bus suspension for an amount of time determined by the principal.
- Parents will be notified in the event of a bus offense.

Pleasantdale Middle

- Inappropriate behavior may result in a verbal or written warning, after school detention(s), or a bus suspension. (A child on a bus suspension is still expected to attend school.).

- Serious misconduct, such as fighting, property damage, endangering others, or possession of controlled substances, alcohol, tobacco products or weapons, can lead to a school suspension, permanent removal from the bus, and/or expulsion.

4.15 - Bus Conduct - Suspension of Services

Students are expected to follow all schools when riding the school bus. A student may be suspended from riding the bus for up to 10 consecutive school days for engaging in gross disobedience or misconduct, including but not limited to, the following:

1. Violating any school rule or school district policy.
2. Willful injury or threat of injury to a bus driver or to another rider.
3. Willful and/or repeated defacement of the bus.
4. Repeated use of profanity.
5. Repeated willful disobedience of a directive from a bus driver or other supervisor.
6. Such other behavior as the building principal deems to threaten the safe operation of the bus and/or its occupants.

If a student is suspended from riding the bus for gross disobedience or misconduct on a bus, the School Board may suspend the student from riding the school bus for a period in excess of 10 days for safety reasons.

A student suspended from riding the bus who does not have alternate transportation to school shall have the opportunity to complete or make up work for equivalent academic credit. It shall be the responsibility of the student's parent or guardian to notify the school that the student does not have alternate transportation.

4.20 - Student Drop-off/Pick-up

Pleasantdale Elementary

Safety for children and adults is increased when parents driving automobiles adhere to the following safety guidelines:

- Enter the school parking lot staying to the right of the parking lot.
- Pull along the side of the school nearest the gym where your child may be dropped off on the sidewalk along the Kiss and Go lane.
- Please do not allow your child to run across the parking lot to join his/her class.
- Do not drive into bus lanes (painted yellow curb area) at any time to drop off children. This area is restricted for buses.
- All drivers must obey bus stop signs.
- Adult supervision begins at 8:40 a.m. Children should arrive no earlier than 8:40 a.m.
- Parents of preschool students are to park their car and walk their student to the door for drop off and pickup.

Pleasantdale Middle

- The only entrance to our parking lot and drop-lane is on 74th Street (the street north of the school building).
- Parents who are picking up or dropping off students should form a single lane next to the sidewalk (no waiting next to the flagpole).
- Please pull up as close as possible to the car in front.
- Exit only at the driveway onto Wolf Road midway between 74th and 75th Street.
- Please use the parking lot nearest to Wolf Road to park and enter the building.

As a reminder, nobody is allowed to talk on their cell phone when in a school zone.

4.30 - Other Forms of Student Transportation

Bicycles/Skateboards/Roller Blades

The decision and responsibility to let a student ride his/her bike to school rests with the parents. Once on school property, students must walk their bikes. A bicycle parking rack is located next to the preschool rooms at the elementary school and in front of the middle school building. Bicycle registration with the police and wearing helmets are highly encouraged. Bicycle-riding, skateboarding, or rollerblading while on school property is not permitted.

Chapter 5 - Health and Safety

5.10 - Immunization, Health, Eye & Dental Examination

Required Health Examinations and Immunizations

All students are required to present appropriate proof of a health examination and the immunizations against, and screenings for, preventable communicable diseases within one year prior to:

1. Entering kindergarten or the first grade;
2. Entering the sixth and ninth grades; and
3. Enrolling in an Illinois school for the first time, regardless of the student's grade.

Proof of immunization including: DTP/DtaP, Tdap, Hepatitis B, Polio, MMR, Varicella, and MCV4 are required for students in grades 6 and 12. A diabetes screening must be included as part of the health exam (though diabetes testing is not required). Students between the age of one and seven must provide a statement from a physician assuring that the student was "risk-assessed" or screened for lead poisoning.

Failure to comply with the above requirements by October 15 of the current school year will result in the student's exclusion from school until the required health forms are presented to the school, subject to certain exceptions. New students who register mid-term have 30 days following registration to comply with the health examination and immunization requirements. If a medical reason prevents a student from receiving a required immunization by October 15, the student must present, by October 15, an immunization schedule and a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by an appropriate medical professional.

Eye Examination

All students entering kindergarten or the school for the first time must present proof by October 15 of the current school year of an eye examination performed within one year. Failure to present proof by October 15, allows the school to hold the student's report card until the student presents: (1) proof of a completed eye examination, or (2) that an eye examination will take place within 60 days after October 15.

Dental Examination

All students entering kindergarten, second and sixth grades must present proof by May 15 of the current school year of having been examined by a licensed dentist within the last 18 months. Failure to present proof allows the school to hold the child's report card until the student presents: (1) proof of a completed dental examination, or (2) that a dental examination will take place within 60 days after May 15.

Exemptions

A student will be exempted from the above requirements for:

1. Medical grounds if the student's parent/guardian presents to the building principal a signed statement explaining the objection;
2. Religious grounds if the student's parent/guardian presents to the building principal a completed Certificate of Religious Exemption;
3. Health examination or immunization requirements on medical grounds if a physician provides written verification;
4. Eye examination requirement if the student's parent/guardian shows an undue burden or lack of access to a physician licensed to practice medicine in all of its branches who provides eye examinations or a licensed optometrist; or
5. Dental examination requirement if the student's parent/guardian shows an undue burden or a lack of access to a dentist.

Accidents and Illnesses

- When a student suffers a minor accident or illness at school, first aid is given and the name, date, and cause recorded.
- The parent or person designated by the parent will be notified and asked to come to the school for the child if a child becomes ill or injured.
- No child shall be sent home if there is not a responsible adult, either parent, or someone designated by the parent to accept him/her.
- A student who has diarrhea, has vomited in school or has a temperature of 100° F or more must be sent home.
- Students should remain at home at least 24 hours after a fever has subsided or is symptom free without medication.
- Should a serious accident or illness occur which warrants emergency treatment, 911 will be called and parents notified.

Allergies

Many students are allergic to animals. No animals will be brought to school for show and tell, star of the week, etc. Due to food allergies, no food may be brought in to share in either the lunchroom or the classroom.

Ambulance Policy

In the event of a student health emergency, the school nurse will determine whether an ambulance is needed to transport the student to the hospital in order to ensure the student's safety. The cost of the ambulance, which is covered by many health insurance policies, will be the responsibility of the parent. Families who do not have health coverage can purchase student health insurance through the district. This guideline will apply at all school related activities whether on or off district grounds.

Cumulative Health Record

The school nurses keep a cumulative health record for each student and share the responsibility for keeping it up-to-date with parents. Should a student transfer out of the district, the health records are forwarded to the new school. Parents can use Skyward to monitor student visits to the nurse's office.

Hearing Tests

Students in preschool, kindergarten, first, second, third and fourth grade, and all students new to the district are given a hearing test. Tests may also be given if a teacher notices that a student is having difficulty hearing. Parents will be notified if the nurse has concerns about the student's hearing.

Vision Tests

Students in preschool, kindergarten, second, and eighth grades are given vision tests in accordance with state guidelines under the supervision of the school nurse. Tests are also given if a teacher notices that a student is having difficulty. Parents will be notified if the nurse has concerns about a student's vision.

5.20 - Student Medication

Taking medication during school hours or during school-related activities is prohibited unless it is necessary for a student's health and well-being. When a student's licensed health care provider and parent/guardian believe that it is necessary for the student to take a medication during school hours or school-related activities, the parent/guardian must request that the school dispense the medication to the child by completing a "School Medication Authorization Form."

No school or district employee is allowed to administer to any student, or supervise a student's self-administration of, any prescription or non-prescription medication until a completed and signed School Medication Authorization Form is submitted by the student's parent/guardian. No student is allowed to possess or consume any prescription or non-prescription medication on school grounds or at a school-related function other than as provided for in this procedure.

Self-Administration of Medication

A student may possess and self-administer an epinephrine injector (e.g., EpiPen®) and/or an asthma inhaler or medication prescribed for use at the student's discretion, provided the student's parent/guardian has completed and signed a School Medication Authorization Form.

Students who are diabetic may possess and self-administer diabetic testing supplies and insulin if authorized by the student's diabetes care plan, which must be on file with the school.

Students with epilepsy may possess and self-administer supplies, equipment and medication, if authorized by the student's seizure action plan, which must be on file with the school.

Students may self-administer (but not possess on their person) other medications required under a qualified plan, provided the student's parent/guardian has completed and signed a School Medication Authorization Form.

The school district shall incur no liability, except for willful and wanton conduct, as a result of any injury arising from a student's self-administration of medication, including asthma medication or epinephrine injectors, or medication required under a qualifying plan. A student's parent/guardian must indemnify and hold harmless the school district and its employees and agents, against any claims, except a claim based on willful and wanton conduct, arising out of a student's self-administration of an epinephrine injector, asthma medication, and/or a medication required under a qualifying plan.

Administration of Medical Cannabis

In accordance with the Compassionate Use of Medical Cannabis Program, qualifying students are allowed to utilize medical cannabis infused products while at school and school events. Please contact the building principal for additional information. Discipline of a student for being administered a product by a designated caregiver pursuant to this procedure is prohibited. The District may not deny a student attendance at a school solely because he or she requires administration of the product during school hours.

Undesignated Medicines

The school may maintain the following undesignated prescription medications for emergency use: (1) Asthma medication; (2) Epinephrine injectors; (3) Opioid antagonists; and (4) Glucagon. No one, including without limitation, parents/guardians of students, should rely on the school or district for the availability of undesignated medication. This procedure does not guarantee the availability of undesignated medications. Students and their parents/guardians should consult their own physician regarding these medication(s).

Emergency Aid to Students

Nothing in this policy shall prohibit any school employee from providing emergency assistance to students, including administering medication.

5.40 - Safety Drill Procedures

Drills

Drills required by the Illinois State Board of Education are conducted throughout the school year including fire, tornado/disaster, bus evacuation, and lockdown drills. Schools may add additional drills, as deemed appropriate. Students are instructed in appropriate actions and behavior.

Tornado Watch

If a tornado watch is in effect at dismissal time, no changes will take place to the previously arranged dismissal procedures.

Tornado Warning

At the onset of a tornado warning, teachers direct their students to designated safety areas. Students remain in the school until release is considered safe if the warning occurs at dismissal time. Parents may pick up their child at school during a tornado warning. Parents sending someone else to pick up a child must notify the school requesting a child's release. **Please do not telephone the school during tornado watches and warnings.** Calls could interfere with outgoing emergency calls.

5.50 - Communicable Disease

Rules and regulations regarding communicable disease control shall be enforced as required by the Illinois Department of Public Health. Parents must notify the nurse if their child has a communicable disease. The student's teacher and the principal will be notified.

5.60 - Head Lice

The school will observe the following procedures regarding head lice.

- Parents will be contacted when it is suspected that their child is infested with lice.
- Parents are asked to notify the school nurse if they suspect their child has head lice.
- The school will provide written instructions to parent/guardian regarding appropriate treatment for the infestation.
- It is advised by the CDC that students return to school after appropriate treatment has begun.

Chapter 6 - Discipline and Conduct

6.20 - School Dress Code & Student Appearance

Appropriate student dress is the responsibility of each student at Pleasantdale SD 107. Pleasantdale SD 107 hopes that parents will take an active part in assisting their children in making decisions about their appearance in school. Any clothing viewed as inappropriate or disruptive in any way will not be allowed. Students with inappropriate clothing will be asked to change. Parents may be contacted to bring a change of clothes. Additionally, students may be asked to wear their gym uniform, if necessary. Expectations for appropriate student dress are in effect for all extra-curricular and school-related

activities (i.e. after-school sporting events, Student Council events, Clubs, etc.). Judgment of disruption is at the discretion of building administration. Specific guidelines are:

- Students and parents have the right to make clothing and accessory selections so that they feel comfortable and confident at school.
- Students and parents have the responsibility to make clothing and accessory selections that are appropriate for the educational environment. Clothing choices should not disrupt the educational process, interfere with the maintenance of a positive teaching and learning climate, or compromise reasonable standards of health, safety, and decency.
- Students should not wear hats or head covering of any kind (except that of established religious groups or medical exceptions) in the building, except when allowed for special spirit days.
- Apparel that promotes or advertises weapons, drugs, alcohol, tobacco products, gangs, or other inappropriate activities is not permitted.
- Clothing with holes, rips, tears, and clothing that is otherwise poorly fitting, showing skin and/or undergarments may not be worn at school.
- The length of shorts or skirts must be appropriate for the school environment.
- Shoes must be worn at all times.

Concerns about student dress will be handled through the main office.

6.30 - Student Discipline

As part of our district wide multi-tiered system of support (MTSS), the Pleasantdale Elementary School has established a three-tiered Positive Behavior Support System (PBSS). PBSS is a systematic approach for implementing proactive schoolwide discipline. The purpose of PBSS is to improve school climate and prevent student problem behaviors across all school settings. Essential elements of our PBSS include: (1) building a culture within the whole school that will serve as a foundation for both social and academic success, (2) emphasizing early identification and prevention of problem behavior, (3) directly teaching appropriate social skills to all students, and modifying or rearranging the school context when necessary to prevent problem behavior, (4) using a three-tiered continuum of behavior support practices in order to prevent problem behavior, and (5) actively using data for decision-making.

All students receive the support they need for success based on a continuum of need and intensity. Our PBSS program uses:

- Student achievement data to inform instruction
- A problem-solving model
- A multi-tiered service delivery model
- Targeted interventions in addition to the core curriculum
- Regular progress monitoring

For special education students, please refer to page 38 of the Parent/Student handbook, section 10.20 “Discipline of Students with Disabilities,” for additional information.

Discipline Plans -- Pleasantdale Elementary

The Pleasantdale Elementary School community of staff and parents believes that each child is responsible for his/her behavior. Based on this belief:

- The role of parents and staff is to guide and assist students in making appropriate behavioral choices, and understanding that all actions have consequences.
- The student’s role is to develop skills and strategies for coping with conflict, and to accept responsibility for his/her choices.
- Pleasantdale Elementary students will become responsible and respectful citizens through their efforts and the shared commitment of parents and staff.

Pleasantdale Elementary School maintains a building behavior plan, The Eagle Way. The Eagle Way must be followed at all school sponsored activities, including field trips and bus routes.

- The Eagle Way

- Be respectful
 - Be responsible
 - Be safe
- Each teacher establishes a set of classroom rules and procedures. These rules are on display in the classroom for all to see. These classroom rules include hallway, bathroom, and recess guidelines.
 - A system has been set up during lunch and recess called “Eagle’s Nest” for children who fail to follow the Eagle Way. The “Eagle’s Nest” is located in an office near the lunchroom and is supervised by a staff member. Parents will be notified unless the supervisors feel the infraction was minor and communication home not necessary. Students are given appropriate behavioral intervention ideas (“flight plan”) and skills so that negative behaviors do not become habitual.

Discipline Plans -- Pleasantdale Middle

It is our goal at Pleasantdale Middle School to provide a safe and positive learning environment. To achieve this environment, expectations of behavior and conduct have been established which govern the entire school operation, including classroom and instructional areas, co-curricular groups and activities and school facilities. Students are expected to accept responsibility for their actions and the consequences of those actions. Parents and teachers also have rights and responsibilities in their role of support for continued student growth. In order to ensure student confidentiality, the district policy is not to give out information about a student’s behavior to other parents.

“The “I’s” of the Tigers” is our positive and proactive approach to school behaviors and is the heart of our program. We ask our students to affirm the following statements in their actions and behaviors while at or representing Pleasantdale Middle School:

- I am Respectful
- I am Responsible
- I am Safe

Expectations are taught, and when necessary, re-taught to illustrate the above statements through various areas within the building, including hallways, classrooms, lunchroom, recess, assemblies, and on the bus. All staff members are encouraged to support and recognize positive examples of “The “I’s” of the Tigers” through home communications and “Tiger Stripes” presented to the students.

When and Where Conduct Rules Apply

The grounds for disciplinary action also 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: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff, or school property.

Inappropriate Behaviors – Level 1

- Tardiness (late to school – late to class)
- Missed detention
- Disrespect
- Disturbance during class, assemblies, field trips, before or after school activities, and in locker room, halls and lunchroom
- Inappropriate physical contact
- Inappropriate online behavior
- Loitering in unsupervised areas
- Reckless behavior
- Repeated inappropriate behavior

Range of Consequences

- Behavioral referral
- Parent contact
- Detention
- Detention plus meeting with student
- Detention plus meeting with student and administrator.
- In-school suspension

Inappropriate Behaviors – Level 2

- Blatant disrespect
- Disruptive behaviors, including online
- Insubordination
- Demonstrating a bullying behavior
- Profanity or abusive language
- Damaging property or others' belongings
- Misuse of computers or other school materials
- Stealing
- Reckless behavior
- Inappropriate physical contact
- Uncooperative with substitutes
- Repeated inappropriate behavior

Range of Consequences (one or more of the following may occur)

- Conduct referral
- Student meeting with the administrator
- Parent contact
- Parent conference
- Detention(s)
- One week of detentions for inappropriate behavior with substitutes
- Out of all activities up to five days (spectator or participant)
- One to three days in-school suspension
- Reimbursement for damaged property

Inappropriate Behaviors – Level 3

- Bullying, including cyberbullying
- Harassing or threatening others
- Sexual Harassment
- Fighting
- Any act of physical aggression toward others
- Hazing
- Gross disrespect towards others
- Vandalism
- Using, possessing, distributing, purchasing, selling or offering for sale tobacco or nicotine materials, including electronic cigarettes, vapes, vape pens or other vaping related products.
- Possession of prescribed or non-prescribed medication
- Possession of weapons
- Any gang related activity, literature, or items
- Inappropriate physical contact
- Repeated inappropriate behavior

Range of Consequences (one or more of the following may occur)

- Conduct referral
- Student sent to administrator's office
- Parent conference
- Parent pay for determination of type of substance

- In-school or out-of-school suspension(s)
- Confiscation of prohibited objects
 - Recommendation for expulsion to School Board
 - Notification of incident to proper authorities
 - Counseling program

Inappropriate Behaviors - Level 4

- Using, possessing, distributing, purchasing, selling or offering for sale tobacco or nicotine materials, including electronic cigarettes, vapes, vape pens or other vaping related products.
- Selling or distributing prescribed/non-prescribed
- Possession/use of weapons
- Fighting, mob action
- Arson
- Explosives
- Repeated significant inappropriate behavior(s)

Range of Consequences (one or more of the following may occur)

- Notification to proper authorities
- Parent pay for determination of type of substance
- In-school or out-of-school suspension(s)
- Alternative behavior school placement
- Assessment/Participation in behavior, substance, counseling program
- Recommendation for expulsion to School Board

Disciplinary Measures

School officials shall limit the number and duration of expulsions and out-of-school suspensions to the greatest extent practicable, and, where practicable and reasonable, shall consider forms of non-exclusionary discipline before using out-of-school suspensions or expulsions.

Re-Engagement of Returning Students

The building principal or designee shall meet with a student returning to school from an out-of-school suspension, expulsion or alternative school setting. The goal of this meeting shall be to support the student's ability to be successful in school following a period of exclusion and shall include an opportunity for students who have been suspended to complete or make-up missed work for equivalent academic credit.

Corporal Punishment

District 107 does not allow school personnel to administer corporal punishment to students according to Board Policy. Corporal punishment does not include, and certificated personnel are permitted to use, reasonable force as needed to maintain safety for other students, school personnel, or for the purpose of self-defense or the defense of property.

Use of Isolated Time Out and Physical Restraint

This policy applies to all students. Isolated time out and physical restraint shall be used only as a means of maintaining a safe and orderly environment for learning and only to the extent necessary to preserve the safety of students and others. Neither isolated time out nor physical restraint shall be used in administering discipline to individual students as a form of punishment. Isolated time out and physical restraint are considered restrictive interventions and are only used in emergency situations by trained staff members or when less restrictive interventions have been attempted and failed. This policy does not apply to the restriction of a student's movement when that restriction is for a purpose other than the maintenance of a safe and orderly environment, such as the appropriate use of a safety belt in motor vehicles.

Cheating Policy

Students must consider all assigned work to be individual unless a teacher specifies otherwise. Each teacher will discuss cheating and plagiarism as it applies to his/her class and discuss the consequences. Students receive instruction about the proper way to cite sources appropriate to their grade level.

Examples of cheating or plagiarism

- Copying homework

- Looking on another student's test or quiz
- Allowing another student to look on your test or quiz
- Using other secretive methods of obtaining or giving answers for tests or quizzes
- Working with others on any assignment that was meant to be done by individuals
- Taking papers in part or whole from the Internet or other publications or other students
- Taking information from another source that is not properly attributed
- Taking any part of a test to use or give to others

1st Offense

- Student may receive a failing grade for the assignment
- The teacher confers with the student's parents about the offense
- The student may have to redo the assignment, or an equivalent assignment, at a level equivalent to a passing grade, outside of school time. Credit may or may not be given.

2nd Offense

- Student may receive a failing grade for the assignment
- The teacher reports the offense to the principal who will meet with the student, his/her parents and the teacher about the incident.
- The student may have to redo the assignment, or an equivalent assignment, at a level equivalent to a passing grade, outside of school time. Credit may or may not be given.

3rd Offense

- Student may receive a failing grade for the assignments
- The teacher reports the offense to the principal/assistant principal who will meet with the student, his/her parents and the teacher about the incident.
- The student may have to redo the assignment, or an equivalent assignment, at a level equivalent to a passing grade, outside of school time. Credit may or may not be given.
- The student will not be allowed to receive any school wide academic honors, such as honor roll status or special academic recognition at the end of the year.

DISCIPLINE DEFINITIONS

- **Alcohol:** Possession, use or transfer of any alcoholic beverage.
- **Blatant Disrespect:** Disrespect to other students or staff that persists after a warning has been given.
- **Bullying:** Bullying is intentionally using power to repeatedly make someone feel bad. See bullying policy for more information.
- **Communication/Electronic/Laser devices:** Using a cellular telephone, smartphone, video recording device, personal digital assistant (PDA), or similar electronic device in any manner that disrupts the educational environment or violates the rights of others, including using the device to take photographs in locker rooms or bathrooms, cheat, or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating and 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 telephone, commonly known as "sexting."
- **Disrespect:** To call derogatory names, dishonor, or in any other manner, abuse verbally or in writing any member of the school staff or student body.
- **Disruption:** Any act that disrupts the educational process or setting.
- **Extortion:** The act of extortion or borrowing or attempting to borrow any money or things of value from a person in the school, unless both parties enter into an agreement freely and without the presence of either an implied or expressed threat.

- **Drugs:** A term that is intended, for this purpose, to include cannabis, controlled substances, any illegal or illicit drugs, prescription drugs, over-the-counter drugs, and medical cannabis unless the student is authorized to be administered a medical cannabis infused product under *Ashley's Law*.
- **Drug paraphernalia:** Devices that are used to ingest, inhale, or inject cannabis or any controlled substances into the body.
- **Fighting:** Aggressive, hostile bodily contact with students, and/or adults.
- **Forgery:** The act of falsely writing the name of another person, falsifying dates, grades, addresses, or other information on school forms.
- **Gang-related activity:** Any group of two or more people whose purpose includes the commission of illegal acts. Gang-like activity shall mean any conduct engaged in by a student:
 - on behalf of any gang
 - to perpetuate the existence of any gang
 - to effect the common purpose and design of any gang
 - to represent a gang affiliation, loyalty or membership in any way while attending a school function.
- **Gross Disrespect:** Disrespect toward staff or student that is of a threatening or aggressive nature.
- **Harassment:** Constant torment and intent to harm emotionally.
- **Hazing:** Any intentional, knowing, or reckless act directed towards a student for the purpose of initiation, affiliation, holding office, maintaining membership in any organization, club, or athletic team. Soliciting, encouraging, aiding, or engaging in hazing is prohibited.
- **Inappropriate Displays of Affection:** Displays of affection of a sexual nature that are not appropriate in a school environment
- **Inciting others to misconduct/misbehave:** By words, acts or deeds, giving encouragement to demonstrations and protest, which disrupt the normal educational process of the school.
- **Indecency:** The act of offending commonly recognized standards of health, safety, or proprietary, or inappropriate displays of affection.
- **Insubordination (failure to conform to staff request):** The failure to respond or carry out a reasonable request by authorized school personnel.
- **Intimidation:** The act of verbally or by gesture threatening/intimidating the well being, health or safety of any person on school property or en route to or from school.
- **Loitering:** The act of being in or about the school building or in a specifically restricted area of the school at unauthorized times or without specific authorization of school personnel.
- **Obscenity:** The act of using obscene or profane language in verbal or written form or in pictures, caricatures, or obscene gestures on school property.
- **Physical assault:** The act of physically assaulting or attacking any person on or near school property including any activity under school sponsorship.
- **Profanity:** Inappropriate language that is deemed offensive to others.
- **Reckless behavior:** Behavior that can lead to serious harm, involvement of unsuspecting victims, and usually taking place in a non-structured area not taking surroundings into consideration.

- **Sexual harassment:** The act of sexual harassment, whether verbal, nonverbal or physical including but not limited to gestures, touching, brushing the body, and sexual propositions.
- **Tardiness:** Lateness to school, class, advisory, or any other part of the student’s schedule.
- **Theft:** The act of taking or acquiring the property of others without that person’s consent.
- **Unlawful drugs/Use of tobacco/Electronic smoking devices:** Possession, use, or transfer of any stimulating, depressing, or behavior altering substance without a medical prescription. This includes any form of hallucinogenic drugs or marijuana.
- **Vandalism:** The act of willful destruction of property belonging to others.
- **Weapons:** The act of possessing, using, controlling, transferring, or threatening to use any weapon. A weapon is a gun or firearm, loaded or unloaded or any look alike. Also, any instrument used with the intent of inflicting or threatening bodily harm. Knives or other items deemed inappropriate by school officials may be declared contraband and will be confiscated. In accordance with state and federal law, we have a “no-tolerance” weapons policy.

6.40 - Prevention of and Response to Bullying, Intimidation, and Harassment

BULLYING POLICY

Statement of Intent

The district is committed to providing a caring, friendly, and safe environment for all of our pupils so they can learn in a relaxed and secure atmosphere. Bullying of any kind is unacceptable. If bullying does occur at school, school related activities, or on busses, all pupils should report and know that incidents will be dealt with promptly and effectively.

What Is Bullying?

Bullying is intentionally using power to repeatedly make someone feel bad. Bullying can be emotional (systematically excluding, tormenting), physical (pushing, kicking, hitting, punching), racist (racial taunts, graffiti, gestures), sexual (unwanted physical contact or sexually abusive comments), homophobic (focusing on the issue of sexuality), verbal (name-calling, sarcasm, spreading rumors, teasing), cyber (email and social networking misuse), mobile threats (text messaging and calls), or misuse of associated technology (i.e. camera & video).

Why is it Important to Respond to Bullying?

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with respect. Students who are bullying need to learn different ways of behaving. Schools have a responsibility to respond promptly and effectively to issues of bullying.

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

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

1. During any school-sponsored education program or activity.
2. While in school, on school property, on school buses or other school vehicles, at designated school bus stops waiting for the school bus, or at school-sponsored or school-sanctioned events or activities.
3. Through the transmission of information from a school computer, a school computer network, or other similar electronic school equipment.
4. Through the transmission of information from a computer that is accessed at a non school-related location, activity, function, or program or from the use of technology or an electronic device that is not owned, leased, or used by the

school district or school if the bullying causes a substantial disruption to the educational process or orderly operation of a school.

Bullying includes cyber-bullying (bullying through the use of technology or any electronic communication) and means any severe or pervasive physical or verbal act or conduct, including communications made in writing or electronically, directed toward a student or students that has or can be reasonably predicted to have the effect of one or more of the following:

1. Placing the student or students in reasonable fear of harm to the student's or students' person or property;
2. Causing a substantially detrimental effect on the student's or students' physical or mental health;
3. Substantially interfering with the student's or students' academic performance; or
4. Substantially interfering with the student's or students' ability to participate in or benefit from the services, activities, or privileges provided by a school.

Examples of prohibited conduct include name-calling, using derogatory slurs, stalking, sexual violence, causing psychological harm, threatening or causing physical harm, threatened or actual destruction of property, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

Students are encouraged to immediately report bullying. A report may be made orally or in writing to the district complaint manager (Superintendent) or any staff member with whom the student is comfortable speaking. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the district complaint manager or any staff member. Anonymous reports are also accepted by phone call or in writing.

Procedures

- Report bullying incidents to any staff member. If further follow up is needed, contact Principal or Assistant Principal.
- Bullying incidents will be recorded by staff.
- In serious cases, parents of all involved students will be informed and asked to attend a meeting to discuss the problem.
- As necessary and appropriate, police will be consulted in extreme cases.
- Bullying behavior will be investigated as soon as possible.
- Confirmed offenders will have consequences that may include detention, suspension, meeting with the assistant principal, participating in peer mediation, or participating in small group or individual counseling.
- After the incident / incidents have been investigated and dealt with, each case will be monitored to ensure repeated bullying does not take place.

A reprisal or retaliation against any person who reports an act of bullying is prohibited. A student's act of reprisal or retaliation will be treated as bullying for purposes of determining any consequences or other appropriate remedial actions.

A student will not be punished for reporting bullying or supplying information, even if the school's investigation concludes that no bullying occurred. However, knowingly making a false accusation or providing knowingly false information will be treated as bullying for purposes of determining any consequences or other appropriate remedial actions.

Prevention

Staff members will use various methods as needed to prevent bullying. Social Emotional Learning activities in both schools are the main venues for discussing bullying with students. Students are encouraged and taught to stand up for a student who is being bullied when they are a bystander. When appropriate, whole school assemblies and parent education may be utilized.

Students and parents/guardians are also encouraged to read the following school district policies: 7:20, Harassment of Students Prohibited and 7:180, Prevention of and Response to Bullying, Intimidation and Harassment.

6.45 - Sexual Harassment & Teen Dating Violence Prohibited

Sexual Harassment Prohibited

Sexual harassment of students is prohibited. A person engages in sexual harassment whenever he or she makes sexual advances, requests sexual favors, and/or engages in other verbal or physical conduct, including sexual violence, of a sexual or sex-based nature, imposed on the basis of sex, that:

1. Denies or limits the provision of educational aid, benefits, services, or treatment; or that makes such conduct a condition of a student's academic status; or
2. Has the purpose or effect of:
 - a. Substantially interfering with a student's educational environment;
 - b. Creating an intimidating, hostile, or offensive educational environment;
 - c. Depriving a student of educational aid, benefits, services, or treatment; or
 - d. Making submission to or rejection of such conduct the basis for academic decisions affecting a student.

The terms *intimidating*, *hostile*, and *offensive* include conduct that has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment include touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities. The term *sexual violence* includes a number of different acts. Examples of sexual violence include, but are not limited to, rape, sexual assault, sexual battery, sexual abuse, and sexual coercion.

Teen Dating Violence Prohibited

Engaging in teen dating violence that takes place at school, on school property, at school-sponsored activities, or in vehicles used for school-provided transportation is prohibited. For purposes of this policy, the term *teen dating violence* occurs whenever a student who is 13 to 19 years of age uses or threatens to use physical, mental, or emotional abuse to control an individual in the dating relationship; or uses or threatens to use sexual violence in the dating relationship.

Making a Complaint; Enforcement

Students are encouraged to report claims or incidents of sexual harassment, teen dating violence or any other prohibited conduct to the building principal, assistant principal, or social worker. A student may choose to report to a person of the student's same sex. Complaints will be kept confidential to the extent possible given the need to investigate. Students who make good faith complaints will not be disciplined.

6.50 - Cafeteria Rules and Procedures

Lunchroom Conduct

Students are expected to eat their lunch in an orderly manner, remain seated, and practice appropriate table manners. Only quiet talking is allowed. Students are not allowed to share or exchange food at lunch.

Lunch Procedures-Pleasantdale Elementary

Students who bring their own lunches to school are instructed to put them in the portable classroom lunch bins. This task is part of the morning classroom routine. At some time during the morning, the lunch bin is taken to the cafeteria so the lunches will be available when children come in from recess.

On occasion, students may forget to perform the task of putting their own lunch into the lunch bin during the morning classroom routine. Students will never go without food during lunch unless it is their choice. An organizational plan may be put into place for students who struggle with this process.

Considerations will be made for unique circumstances involving special diets, medical concerns, substitute teachers, field trips, assemblies, etc. that might cause changes in classroom and lunchroom routines.

Lunch Procedures-Pleasantdale Middle

Before their lunch period, students stop at their lockers to drop off books and pick up their lunches, if they are not buying them. Parents may drop off forgotten lunches in the office. Lunch periods begin at 11:27 a.m. The lunches will be delivered to the lunchroom and put on the stage for pick-up. Parents are encouraged to open an account with the school lunch program, providing students both with a primary meal plan and as a backup option.

Recess Procedures-Pleasantdale Elementary

Students have outdoor recess whenever possible. Students perform better when they get outdoors, even if only for a few minutes. The office staff and principal will make the decision for recess based on the following:

- **Outdoor Recess** (15-20 minutes)
 - 15 degrees F and higher (including wind chill)

- **Brief Outdoor Recess** (5-15 minutes)
 - 5-14 degrees F (including wind chill)
- **Inside Recess**
 - below 5 degrees F (including wind chill)

Student must have boots, gloves and snow pants to play in the snow. Those who don't must stay on the blacktop area. Parents should assist children in preparing and wearing appropriate clothing for the weather conditions. The school provides outdoor equipment for students to use at recess. For safety purposes, please do not bring equipment from home.

Rec/Study Hall-Pleasantdale Middle

Students have a recess option just prior to or just following their lunch period. There are also supported study hall options for students who choose this instead of recess. At times, students will be assigned study hall during this time.

- **Outdoor Recess**
 - 15 degrees F and higher (including wind chill)
- **Inside Recess**
 - below 15 degrees F (including wind chill)

6.60 - Field Trips

An integral part of the educational program is the opportunity to attend field trips. Field trips are planned around units of study at each grade level. Field trips provide an extension or hands-on experiences that help to expand the classroom experience and enhance the learning of all children. When a field trip is planned, each child must return a signed permission slip. No child will be permitted to participate without parent permission. Children not participating in the field trip activity will receive alternative instruction within the school as arranged by the teacher. Field trips are planned and implemented at the discretion of the grade level team. Some field trips take place out of the building, and others are on-site experiences.

6.70 - Access to Student Social Networking Passwords & Websites

School authorities may not require a student or his or her parent or guardian to provide a password or other related account information in order to gain access to the student's account or profile on a social networking website if school authorities have reasonable cause to believe that a student's account on a social networking website contains evidence that a student has violated a school disciplinary rule or procedure. However, the student may be required to share the content that is reported on his/her social networking website or app to allow school officials to make a factual determination if a rule or policy was violated.

6.80 - Student Use of Electronic Devices

Acceptable Use Policy

Each student and parent/guardian is required to sign the district's [1:1 User Agreement](#) and Acceptable Use Policy (AUP) annually.

The use of electronic devices and other technology at school is a privilege, not a right. Students are prohibited from using electronic devices, except as provided herein. An electronic device includes, but is not limited to, the following: cell phone, smartphone, audio or video recording device, personal digital assistant (PDA), iPod®, iPad®, laptop computer, tablet computer or other similar electronic device. Pocket pagers and other paging devices are not allowed on school property at anytime, except with the express permission of the building principal.

During instructional time, which includes class periods and passing periods, electronic devices must be kept powered-off and out-of-sight unless: (a) permission is granted by an administrator, teacher or school staff member; (b) use of the device is provided in a student's individualized education program (IEP); or (c) it is needed in an emergency that threatens the safety of students, staff, or other individuals.

Students are allowed to use electronic devices during non-instructional time, which is defined as before and after school, while outside the building.

Electronic devices may never be used in any manner that disrupts the educational environment, violates student conduct rules or violates the rights of others. This includes, but is not limited to, the following: (1) using the device to take photographs in

locker rooms or bathrooms; (2) cheating; and (3) creating, sending, sharing, viewing, receiving, or possessing an indecent visual depiction or non-consensual dissemination of private sexual images (i.e., sexting).

The school and school district are not responsible for the loss, theft or damage to any electronic device brought to school.

School officials may conduct an investigation or require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school disciplinary rule or policy. In the course of an investigation, the student may be required to share the content that is reported in order to allow school officials to make a factual determination.

Students who violate the policy are subject to the following consequences:

1st Offense: Student is sent to the office and the device is held and parents are notified. Device is returned to the student at the end of the school day.

2nd Offense: Student is sent to the office and the device is held and parents are notified. Device is held in the office until a parent retrieves it. School discipline rules will apply.

More than two offenses will be considered blatant disregard for school rules and may result in one or more of the following:

- Students checking phone into the office each day
- Detention(s)
- In school suspension
- Loss of the right to have the electronic device in school for a period of time up to, and including, the rest of the school year

Chapter 7 - Internet, Technology & Publications

7.10 - Internet Acceptable Use

Acceptable Use Policy for the District's Electronic Network

School District 107 believes that the District's Electronic Network (its computers, its local and/or wide area network, and access to the Internet through its computers or local and/or wide area network) offers resources and opportunities for learning and preparing our students for the future. The educational purpose of the District's Electronic Network is to assist with the gathering and exchanging of information related to District curriculum and educational programs and activities. Using the District's Electronic Network effectively enriches the classroom experience.

Copyright and Fair Use

All use of materials in District 107 must honor and abide by the Copyright and Fair Use Guidelines for Educational Multimedia. These guidelines may be reviewed at: <http://guides.lib.utexas.edu/copyright/fairuse>

Privilege

The use of the District's Electronic Network is a privilege, not a right, and inappropriate use may lead to access privileges being revoked, school disciplinary action, and/or appropriate legal action.

Inappropriate Use

Based upon the Netiquette guidelines in this policy, the staff will deem what is inappropriate use.

Netiquette

The use of the District's Electronic Network must be in support of and consistent with the mission and educational objectives of the District and the generally accepted rule of network etiquette, "netiquette". These include, but are not limited to, the following:

- Be polite.
- Use appropriate language.
- Use time efficiently and plan ahead.
- Keep personal name, addresses, phone numbers, and other personal identifying information confidential.

- Treat all communication and information accessible via the District’s Electronic Network as private property.
- Do not download from the District’s Electronic Network without teacher permission.
- Do not access or send data that is racist, sexist, inflammatory, abusive, obscene, vulgar, threatening or in any way inconsistent with the District’s code of conduct, and report it promptly if you receive such data.
- Do not access, use, or possess any material that constitutes or furthers academic fraud, plagiarism, or forgery.
- Transmission of any material in violation of any U.S. or State law or regulation is prohibited. This includes, but is not limited to, illegal activities, copyrighted material, threatening or obscene materials, or material protected by trade secret. Messages relating to, or in support of, inappropriate activities will be reported to the relevant authorities and may result in discipline, up to and including expulsion.

Security

Security on any computer system is a high priority. Only authorized accounts may be used. Any attempt to log onto the District’s Electronic Network as another user or using a private account will result in disciplinary action as described in the privilege section. Computer accounts, passwords and other types of authorization that are assigned to individual users will not be shared with others in order to maintain confidentiality.

Password guidelines include:

- Students may not give passwords to anyone or allow anyone else to access their account.
- Students may not use anyone else’s password.
- Students are responsible for all activity relating to their account.

Email and Social Networking Guidelines

- Students are not allowed to reveal identifiable information or establish relationships on the District’s Electronic Network unless a teacher has coordinated the communication.
- Students may not use personal email at school, unless permitted by a teacher or administrator.
- Students are not allowed to individually access social networking sites, chat rooms, bulletin boards, podcasts, instant messaging, etc., without permission from and monitoring by school staff.
- Students are not allowed to make audio or video recordings of another student or staff member without his or her permission.

Off Campus Email and Social Networking Guidelines

Social networking sites include, but are not limited to SnapChat, FaceBook, and Instagram. Users of such sites have little control over the content that “friends” post on their site because these sites are in the public domain. With this in mind, no student or parent shall create or maintain a public electronic presence that in any way links to or publicizes Pleasantdale School District 107.

The following guidelines apply:

- Pleasantdale families/students may not use District information such as logos, official seals, or photographs.
- Pleasantdale families/students may not link their personal website to Pleasantdale School District 107 website.
- Pleasantdale families/students may not post inappropriate photographs or content containing any form of Pleasantdale School District 107 identification.
- Pleasantdale families/students may not post inappropriate or harassing content, including blogs or online journaling, linking them in any way to Pleasantdale School District 107.

The District reserves the right to apply disciplinary consequences for computer-related activities conducted off campus if such activity adversely affects or interrupts classroom instruction, District operations, or the safety or well being of students and staff or other members of our community, or constitutes behavior embarrassing to the school. Adults who violate this policy will be reported to the appropriate authorities.

Classroom Technology Use

- Students may only use classroom technological resources for educational purposes with the permission of the classroom teacher while in school.
- No personal software may be installed.

Vandalism

For purposes of this Policy, vandalism is defined as any malicious attempt to harm or destroy any part of the Electronic Network, including the data of any other user. Vandalism will result in disciplinary action as described in the privilege section.

Privacy

Any electronic communications or files created on, stored on, or sent to, from, or via the District's Electronic Network are the property of the District. Consequently, users do not have any expectation of privacy with respect to such communications and files. Use of the District's Electronic Network to create, store, send, receive, view, or access any electronic communication or other file constitutes consent by the user for the District to access and review such files and to turn them over to the appropriate authorities if appropriate.

Responsibilities

Effective use of the Internet becomes a joint commitment for all users. The following list reflects shared responsibilities.

The District will:

Ensure that each district computer with Internet access shall have a filtering device that blocks entry to visual depictions that are (1) obscene (2) pornographic, or (3) harmful or inappropriate for students, as defined by the Children's Internet Protection Act and as determined by the Superintendent or designee. The Superintendent or designee shall enforce the use of such filtering devices. An administrator, supervisor, or other authorized person may disable the filtering device for bona fide research or other lawful purposes provided the person receives prior permission from the Superintendent or system administrator.

The District shall monitor the use of the computer network by students and any other minor users to ensure compliance with this policy and any other terms or conditions of Electronic Network access imposed under administrative regulations.

The Superintendent or designee shall include measures in this policy's implementation plan that:

- Prohibit student access to inappropriate matter as well as restricting access to harmful materials;
- Assure student safety and security through direct supervision;
- Prohibit unauthorized access, including "hacking" and other unlawful activities; and
- Prohibit unauthorized disclosure, use and dissemination of personal identification information.

Parents/Guardians will:

- Read and abide by the terms and conditions stated in the Acceptable Use Policy.
- Talk to their children about setting up family guidelines for using the District's Electronic Network
- Accept full responsibility for supervision of students' use of the Internet while not in school.
- Monitor materials generated at home to determine appropriateness for the school setting.

Students will:

- Read and abide by the terms and conditions stated in the Acceptable Use Policy.
- Report any incident or information that violates this policy.

Chapter 8 - Search and Seizure and Personal Property

8.10 - Search and Seizure

In order to maintain order safety and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. "School authorities" includes school liaison police officers.

School Property and Equipment as well as Personal Effects Left There by Students

School authorities may inspect and search school property and equipment owned or controlled by the school (such as, lockers, desks, and parking lots), as well as personal effects left there by a student, without notice to or the consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there. The building principal may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other illegal or dangerous substances or materials, including searches conducted through the use of specially trained dogs.

Student Searches

School authorities may search a student and/or the student's personal effects in the student's possession (such as, purses, wallets, knapsacks, book bags, lunch boxes, etc.) when there is a reasonable ground for suspecting that the search will produce evidence the particular student has violated or is violating either the law or the school or district's student rules and policies. The search will be conducted in a manner that is reasonably related to its objective of the search and not excessively intrusive in light of the student's age and sex, and the nature of the infraction.

School officials may require a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates the school's disciplinary rules or school district policy. In the course of the investigation, the student may be required to share the content that is reported in order for the school to make a factual determination. School officials may not request or require a student or his or her parent/guardian to provide a password or other related account information to gain access to the student's account or profile on a social networking website.

Seizure of Property

If a search produces evidence that the student has violated or is violating either the law or the school or district's policies or rules, evidence may be seized and impounded by school authorities, and disciplinary action may be taken. When appropriate, evidence may be transferred to law enforcement authorities.

Questioning Students Suspected of Committing Criminal Activity

Before a law enforcement officer, school resource officer, or other school security person detains and questions on school grounds a student under 18 years of age who is suspected of committing a criminal act, the building principal or designee will: (a) Notify or attempt to notify the student's parent/guardian and document the time and manner in writing; (b) Make reasonable efforts to ensure the student's parent/guardian is present during questioning or, if they are not present, ensure that a school employee (including, but not limited to, a social worker, psychologist, nurse, guidance counselor, or any other mental health professional) is present during the questioning; and (c) If practicable, make reasonable efforts to ensure that a law enforcement officer trained in promoting safe interactions and communications with youth is present during the questioning.

8.20 – Personal Property

Toys, games, cameras, radios, and similar personal property should not be brought to school without prior approval. The school cannot provide safeguards for such items. Students must not keep valuables in their lockers. Middle school students are expected to keep locker combinations confidential and lockers locked at all times.

Chapter 9 - Athletics and Extracurricular Activities

Pleasantdale Elementary

Pleasantdale Elementary offers all students an opportunity to develop their abilities and skills through participation in a variety of after school clubs/activities and seasonal sport offerings. Participation in and/or attendance at activities is a privilege and not a right.

Pleasantdale Middle

Pleasantdale Middle School offers a variety of athletic and co-curricular opportunities throughout the year. Participation in these activities is a privilege and not a right. It is the student's responsibility to maintain eligibility by meeting all academic and behavioral standards. Students staying after school must remain in a supervised area.

Academic Eligibility Rules for Athletics and Co-Curricular Activities

- A student with three D class averages or any F class average is ineligible to **participate** in any practice or game.
- Ineligible students **must** report to library for academic study time during games and practices.
- A student remains ineligible until their averages are raised to meet the criteria.
- Every Friday, students' eligibility will be determined.

Other Eligibility Rules for Athletics

- A current sports physical is required to be on file in the school nurse's office **prior** to participation.
- Written permission must be given by parent/guardian

- Compliance with **Code of Conduct** is required.

Code of Conduct

As a member of a Pleasantdale Middle school athletic team, athletes are considered to be in positions of leadership, representing themselves, their families, the team, school, district and community. Therefore, along with the privilege of participation comes the expectation of a higher standard of behavior and conduct.

Students are expected to:

- Follow the district's discipline plan at all times
- Display good sportsmanship and citizenship
- Maintain good conduct and performance in classrooms
- Support individual and whole team efforts

9.30 - Student Athlete Concussions and Head Injuries

Student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois Elementary School Association before being allowed to participate in any athletic activity, including practice or competition.

A student who was removed from practice or competition because of a suspected concussion shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the School District's return-to-play and return-to-learn protocols.

A student athlete who exhibits signs, symptoms, or behaviors consistent with a concussion in a practice or game will be removed from participation or competition at that time. 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 its branches in Illinois or a certified athletic trainer. 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 school with written clearance from a physician licensed to practice medicine in all its branches in Illinois or a certified athletic trainer working in conjunction with a physician licensed to practice medicine in all its branches in Illinois.

Chapter 10 - Special Education and Support Services

10.10 - Education of Children with Disabilities

Special Education

It is the intent of the district to ensure that students who are disabled within the definition of Section 504 of the Rehabilitation Act of 1973 or the Individuals with Disabilities Education Act are identified, evaluated and provided with appropriate educational services.

The School provides a free appropriate public education in the least restrictive environment and necessary related services to all children with disabilities enrolled in the school. The term "children with disabilities" means children between ages 3 and the day before their 22nd birthday for whom it is determined that special education services are needed. It is the intent of the school to ensure that students with disabilities are identified, evaluated, and provided with appropriate educational services.

A copy of the publication "Explanation of Procedural Safeguards Available to Parents of Students with Disabilities" may be obtained from the school district office.

Students with disabilities who do not qualify for an individualized education program, as required by the federal Individuals with Disabilities Education Act and implementing provisions of this Illinois law, may qualify for services under Section 504 of the federal Rehabilitation Act of 1973 if the student (i) has a physical or mental impairment that substantially limits one or more major life activities, (ii) has a record of a physical or mental impairment, or (iii) is regarded as having a physical or mental impairment.

For further information, please contact:

10.20 - Discipline of Students with Disabilities

Discipline of Special Education Students

The District shall comply with the Individuals With Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's Special Education rules when disciplining special education students. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of his or her disability.

BEHAVIORAL INTERVENTION POLICY

Students with Disabilities

The use of positive behavioral interventions with students with disabilities will be given the highest priority in District 107. When behavioral interventions are used, they will be used in consideration of the child's physical freedom and social interaction and be administered in a manner that respects human dignity and ensures a student's right to placement in the least restrictive environment. Parents and students will be informed annually of the existence of the policy in each school's Student Handbook.

10.25 – Support Services

Teachers will contact the grade level team or principal to arrange a meeting to review the current level of performance when concerned about a student's academic progress. The following are special services available:

English Language Learners (ELL) Services

Pleasantdale School District offers a Transitional Program of Instruction (TPI) for the limited English proficient student. This program teaches non-English and low-English proficient students' oral language skills and literacy skills.

Reading Explorers – Pleasantdale Elementary

This program targets children who need individual or small group instruction in reading. The reading specialist, in conjunction with the classroom teacher, reviews students' reading progress during the school year. This review includes an analysis of screening data, achievement results, phonics tests, and additional diagnostic information. Parents will be notified if their child is identified for reading explorers including details about the program

Reading Lab – Pleasantdale Elementary

Students who have been identified as benefitting from additional reading support will receive Reading Lab services. Instead of attending Spanish, students remain in the classroom with their homeroom teacher and focus on reading comprehension strategies. Parents will be notified if their child is identified for Reading Lab including details about this program.

Math RtI – Pleasantdale Elementary

Students who have been identified as benefitting from additional math support will receive Math RtI services. Parents will be notified if their child is identified for Math RtI services including details about this program.

Reading Lab/Math Lab - Pleasantdale Middle

Students whose test scores indicate reading or math skills that are below average, and whose teachers have indicated a need for extra support, will be considered for an extra period of reading and/or math. Parents will be notified of this schedule change and will receive results of standardized assessments and students' progress during the course of the year.

Social Work

As part of Pleasantdale District 107's mission, the district recognizes the need for each student to develop appropriate social, emotional, and behavioral skills. To that end, social work services are provided to students and their parents in collaboration with teachers and administrators.

Speech/Language

Students who have speech and/or language difficulties may be referred to the speech/language therapist for evaluation. In addition, the speech therapist completes a yearly screening of primary-age students. Parents are contacted following the initial screening when it is determined that further screening is necessary. Following parent permission, the child is screened, and the parent and therapist meet to review the results and discuss a plan of speech/language instruction. The child may meet with the therapist individually, in a small group, or receive support in the regular classroom setting.

RtI (Response to Intervention) / MTSS (Multi-tiered System of Support)

The RtI/MTSS Team consists of professionals from different disciplines who utilize a problem solving process to develop, monitor, and evaluate intervention plans for improving the school performance of identified students. Parents are encouraged to contact their child's teacher with any concerns.

A detailed explanation of the RtI process is located on the District website.

Summer Academy

A booklet containing summer course descriptions, tuition, and other pertinent information is available by early spring of each school year.

Chapter 11 - Student Records & Privacy

11.10 - Student Privacy Protections

Student and Family Privacy Act

Student and family privacy rights are protected under Board Policy 7:15 which can be viewed on the district website at www.d107.org

11.20 - Student Records

Every effort is made to ensure the rights of parents and students as provided under the 1974 Family Educational Rights and Privacy Act and the Illinois School Student Record Act of 1975. Copies of these laws pertaining to student records are available in each school building.

Student records, classified as either permanent or temporary, are maintained to ensure a continuous educational program for each student. Parents are granted access to all official records pertaining to their children. Record review information, including forms requesting access to records, is available in the school offices.

In cases where parents are divorced, the noncustodial natural parent has right to records, notice of meetings, conferences, etc., upon request to the building principal. If there is a court order to the contrary, it is the responsibility of the custodial parent to inform the school of such restrictions.

All temporary student records are destroyed within five years after graduation, transfer or other permanent withdrawal of the student. Permanent records are maintained for 60 years.

Student Permanent Record means the minimum personal information necessary to a school in the education of the student and contained in a school student record. Such information may include the student's name, birthdate, address, grades and grade level, parents' names and addresses, attendance records, and such other entries as the State Board may require or authorize.

Student Temporary Record means all information contained in a school student record but not contained in the student permanent record. Such information may include family background information, intelligence test scores, aptitude test scores, psychological and personality test results, teacher evaluations, and other information of clear relevance to the education of the student, all subject to regulations of the State Board. The information shall include information provided under Section 8.6 of the Abused and Neglected Child Reporting Act. In addition, the student temporary record shall include information regarding serious disciplinary infractions that resulted in expulsion, suspension, or the imposition of punishment or sanction. For purposes of this provision, serious disciplinary infractions mean infractions involving drugs, weapons, or bodily harm to another.

Parents are notified prior to the transfer of records and, within a period of 10 days, may request permission to inspect all records being transferred. By parent request, family names may be excluded from any listing published by the school for general distribution.

Chapter 12 - Parental Right Notifications

12.10 - Teacher Qualifications

Teacher Qualifications

Parents/guardians may request information about the qualifications of their student's teachers and paraprofessionals, including:

- Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
- Whether the teacher is teaching under an emergency or other provisional status through which State qualification and licensing criteria have been waived;
- Whether the teacher is teaching in a field of discipline of the teacher's certification; and
- Whether any instructional aides or paraprofessionals provide services to your student and, if so, their qualifications.

If you would like to receive any of this information, please contact the district office.

12.20 - Standardized Testing and District Assessments

STUDENT ASSESSMENTS

Preschool Screening

All District 107 children between 36 months and 60 months of age are eligible for a free preschool screening to determine if a child is developing within expected benchmarks for his/her age group. The screening includes speech and language, vision, hearing, gross and fine motor development. The screenings are held in October and February at the Elementary School. Parents may call the Elementary Office for more information or to schedule an appointment. Dates of screenings are listed in local newspapers.

Fastbridge

Fastbridge is a benchmark and progress monitoring system based on direct, frequent, and continuous student assessment.

Standardized Tests

Students in grades 3-8 are given a yearly state assessment as required by the Illinois State Board of Education. This assessment measures student performance in English Language Arts and Math. Additionally, in grades 5 and 8, there is a yearly state assessment in science.

Other assessments that are administered include the MAP assessment that is given three times annually, at the start, mid-year, and end. This assessment measures student growth and performance in math and language arts. The CoGat assessment is additionally administered annually, measuring students' learned reasoning abilities in the three areas: Verbal, Nonverbal and Quantitative.

12.30 - Homeless Child's Right to Education

When a child loses permanent housing and becomes a homeless person as defined by law, or when a homeless child changes his or her temporary living arrangements, the parent or guardian of the homeless child has the option of either:

1. Continuing the child's education in the school of origin for as long as the child remains homeless or, if the child becomes permanently housed, until the end of the academic year during which the housing is acquired; or
2. Enrolling the child in any school that non-homeless students who live in the attendance area in which the child or youth is actually living are eligible to attend.

12.40 - Sex Education Instruction

Students will not be required to take or participate in any class or course in comprehensive sex education if his or her parent or guardian submits a written objection. The parent or guardian's decision will not be the reason for any student discipline, including suspension or expulsion. Nothing in this Section prohibits instruction in sanitation, hygiene or traditional courses in biology. Parents or guardians may examine the instructional materials to be used in any district sex education class or course.

12.60 - English Learners

The school offers opportunities for English Learners to develop high levels of academic attainment in English and to meet the same academic content and student academic achievement standards that all children are expected to attain.

Parents/guardians of English Learners will be: (1) given an opportunity to provide input to the program, and (2) provided notification regarding their child's placement in, and information about, the District's English Learners programs.

For questions related to this program or to express input in the school's English Learners program, contact Debbie Lubeck at 708-784-2175.

12.70 School Visitation Rights

The School Visitation Rights Act permits employed parents/guardians, who are unable to meet with educators because of a work conflict, the right to time off from work under certain conditions to attend necessary school functions such as parent-teacher conferences, academic meetings and behavioral meetings. Letters verifying participation in this program are available from the school office upon request.

12.80 Pesticide Application Notice

The district maintains a registry of parents/guardians of students who have registered to receive notification prior to the application of pesticides to school grounds. To be added to the list, please contact the school office.

Notification will be given before application of the pesticide. Prior notice is not required if there is imminent threat to health or property.

12.90 Mandated Reporter

All certified staff members are required by law to report suspected incidents of child abuse and/or neglect to the Department of Children and Family Services. Our role is to protect children from harm. Details regarding any individual child's protection are a matter held in strictest confidence by all adults involved.

12.110 - Sex Offender Notification Law

State law prohibits a convicted child sex offender from being present on school property when children under the age of 18 are present, except for in the following circumstances as they relate to the individual's child(ren):

1. To attend a conference at the school with school personnel to discuss the progress of their child.
2. To participate in a conference in which evaluation and placement decisions may be made with respect to their child's special education services.
3. To attend conferences to discuss issues concerning their child such as retention or promotion.

In all other cases, convicted child sex offenders are prohibited from being present on school property unless they obtain written permission from the superintendent or school board.

Anytime that a convicted child sex offender is present on school property – including the three reasons above - he/she is responsible for notifying the principal's office upon arrival on school property and upon departure from school property. It is the responsibility of the convicted child sex offender to remain under the direct supervision of a school official at all times he/she is in the presence or vicinity of children.

A violation of this law is a Class 4 felony.

12.120 - Violent Offender Community Notification

State law requires that all school districts provide parents/guardians with information about sex offenders and violent offenders against youth.

You may find the Illinois Sex Offender Registry on the Illinois State Police's website at:

<http://www.isp.state.il.us/sor/>.

You may find the Illinois Statewide Child Murderer and Violent Offender Against Youth Registry on the Illinois State Police's website at:
<http://www.isp.state.il.us/cmvo/>.

2020-2021 Action Steps (DRAFT)

Building Learning Capacity	Person(s) Responsible	Timeline
As part of the Curriculum Review Process continue to review, create, revise, and implement curricula in each subject area, including the implementation of a workshop model of instruction in literacy supporting individualized student learning through differentiation and timely/targeted feedback.	Assistant Superintendent for Teaching and Learning	Ongoing
Establish a committee that will identify best practices related to homework and recommend developmentally appropriate expectations for homework across all grade levels and departments.	Administrative Team	March 2021
Research and recommend to the Board of Education, a system or program to address and improve students' executive functioning skills.	Principals	April 2021
Develop and implement a Kindergarten through eighth-grade technology skills scope & sequence which incorporates the 4C's (Collaboration, Communication, Critical Thinking, and Creativity) concepts.	Assistant Superintendent for Teaching and Learning	January 2021
Identify an evidence-based social/emotional learning (SEL) framework (core competencies, language, etc.) for implementation in all schools in the fall of 2021.	Assistant Principal (Director of SEL)	May 2021
Develop a district-wide understanding of the philosophy of differentiated instruction for teachers and staff and begin to implement strategies that enhance differentiated instruction in classrooms.	Administrative Team	Ongoing

Building Human Capital	Person(s) Responsible	Timeline
Investigate grading and reporting systems that provide clear and meaningful feedback on student progress.	Superintendent/Assistant Superintendent for Teaching and Learning	2020-21 School Year
Develop and implement opportunities for	Principals	2020-2021

students outside of the instructional day to explore and develop their interests and talents.		School Year
Develop a long-term Facility Plan to support student safety, comfort, and learning that addresses security, energy efficiency, technology, furniture, and space concerns.	Superintendent/Business Manager	2020-2021 School Year
Provide for flexible learning spaces to encourage student choice and collaboration by continuing to update the furniture in our classrooms, by one grade level per year.	Administrative Team	Ongoing
Establish an Inclusion Committee to review and advance inclusionary practices and disability awareness in our schools.	Director of Student Services	Ongoing
Continue to implement the current safety/security plan and evaluate and reassess school safety/security and identify further needs.	Superintendent/Business Manager	August 2021

Building Learning Environments	Person(s) Responsible	Timeline
Provide teachers relevant professional learning aligned to district goals through differentiated pathways allowing for individual choice.	Assistant Superintendent for Teaching and Learning	August 2021
Through specific leadership training, cultivate leadership qualities and enhance leadership skills of the Pleasantdale teaching staff.	Superintendent/Assistant Superintendent for Teaching and Learning	August 2020
Develop and implement an induction and mentoring program for aides.	Director of Student Services	August 2020
Implement a solution to the need for software support and improved systems and structures as they relate to student and staff use of technology.	Administrative Team	2020-2021 School Year
Expand the work of the district wellness committee and continue to investigate ways to support the emotional and physical health of staff.	Business Manager/Wellness Committee	Ongoing

Governance and Planning

District Organization and Cooperative Agreements

The District is an elementary school district, serving students from Pre-School through Grade 8. The District serves parts of the communities of Burr Ridge, Countryside, Indian Head Park, Willow Springs, and some surrounding unincorporated areas of Cook County, Illinois. The administrative offices are located at 7450 South Wolf Road in Burr Ridge.

The District enters into and participates in joint programs and intergovernmental agreements with units of local government and other school districts in order to jointly provide services and activities in a manner that will increase flexibility, scope of service opportunities, cost reductions, and/or otherwise benefit the District and the community. The Superintendent shall manage these activities to the extent the program or agreement requires the District's participation, and shall provide periodic implementation or operational data and/or reports to the School Board concerning these programs and agreements. The District participates in the following joint programs and intergovernmental agreements:

LaGrange Area Department of Special Education

DuPage West Cook Special Education Association

Pleasant Dale Park District

ADOPTED: December 14, 1994

REVISED: April 21, 2004; March 17, 2010; March 16, 2011; March 18, 2015

General School Administration

Goals and Objectives

The Superintendent directs the administration in the management of the School District and to facilitate the implementation of a quality educational program in alignment with School Board policy 1:30, *School District Philosophy*. Specific goals and objectives are to:

1. Provide educational expertise.
2. Plan, organize, implement, and evaluate educational programs that will provide for students' mastery of the Illinois Learning Standards.
3. Meet or exceed student performance and academic improvement goals established by the Board.
4. Develop and maintain channels for communication between the school and community.
5. Develop an administrative procedures manual and handbooks for personnel and students that are in alignment with Board policy.
6. Manage the District's fiscal and business activities to ensure financial health, cost-effectiveness, and protection of the District's assets.
7. Provide for the proper use, reasonable care, and appropriate maintenance of the District's real and personal property, including buildings, equipment, and supplies.

LEGAL REF.: 105 ILCS 5/10-16.7, 5/10-21.4, and 5/10-21.4a.

ADOPTED:

Governance and Planning

Chain of Command

The Superintendent shall develop an organizational chart indicating the channels of authority and reporting relationships for school personnel. These channels should be followed, and no level should be bypassed.

All personnel should refer matters requiring administrative action to the responsible administrator, and may appeal a decision to a higher administrative officer. Whenever possible, each employee should be responsible to only one immediate supervisor. When this is not possible, the division of responsibility must be clear.

ADOPTED: June 18, 2008

REVISED:

General School Administration

Superintendent

Duties and Authority

The Superintendent is the District's executive officer and is responsible for the administration and management of the District schools in accordance with School Board policies and directives, and State and federal law. District management duties include, without limitation, preparing, submitting, publishing, and posting reports and notifications as required by State and federal law. The Superintendent is authorized to develop administrative procedures and take other action as needed to implement Board policy and otherwise fulfill his or her responsibilities. The Superintendent may delegate to other District staff members the exercise of any powers and the discharge of any duties imposed upon the Superintendent by Board policies or by Board vote. The delegation of power or duty, however, shall not relieve the Superintendent of responsibility for the action that was delegated.

Qualifications

The Superintendent must have and maintain a Professional Educator License with a superintendent endorsement issued by the Illinois State Educator Preparation and Licensure Board.

Evaluation

The Board will evaluate, at least annually, the Superintendent's performance and effectiveness, using standards and objectives developed by the Superintendent and Board that are consistent with the Board's policies and the Superintendent's contract. A specific time should be designated for a formal evaluation session with all Board members present. The evaluation should include a discussion of professional strengths as well as performance areas needing improvement.

Compensation and Benefits

The Board and the Superintendent shall enter into an employment agreement that conforms to Board policy and State law. This contract shall govern the employment relationship between the Board and the Superintendent. The terms of the Superintendent's employment agreement, when in conflict with this policy, will control.

LEGAL REF.: 105 ILCS 5/10-16.7, 5/10-20.47, 5/10-21.4, 5/10-23.8, 5/21B-20, 5/21B-25, 5/24-11, and 5/24A-3.
23 Ill.Admin.Code §§1.310, 1.705, and 29.130.

ADOPTED:

General School Administration

Administrative Personnel Other Than the Superintendent

Duties and Authority

The School Board establishes District administrative and supervisory positions in accordance with the District's needs and State law. This policy applies to all administrators other than the Superintendent, including without limitation, Building Principals. The general duties and authority of each administrative or supervisory position are approved by the Board, upon the Superintendent's recommendation, and contained in the respective position's job description. In the event of a conflict, State law and/or the administrator's employment agreement shall control.

Qualifications

All administrative personnel shall be appropriately licensed and shall meet all applicable requirements contained in State law and Illinois State Board of Education rules.

Evaluation

The Superintendent or designee shall evaluate all administrative personnel and make employment and salary recommendations to the Board.

Administrative Work Year

The work year for administrators shall be the same as the District's fiscal year, July 1 through June 30, unless otherwise stated in the employment agreement. In addition to legal holidays, administrators shall have vacation periods as approved by the Superintendent. All administrators shall be available for work when their services are necessary.

Compensation and Benefits

The Board and each administrator shall enter into an employment agreement that complies with Board policy and State law. The terms of an individual employment contract, when in conflict with this policy, will control.

The Board will consider the Superintendent's recommendations when setting compensation for individual administrators.

LEGAL REF: 105 ILCS 5/10-21.4a, 5/10-23.8a, 5/10-23.8b, 5/21B, and 5/24A.
23 Ill.Admin.Code §§1.310, 1.705, and 50.300; and Parts 25 and 29.

ADOPTED:

General School Administration

Administrative Responsibility of the Building Principal

Duties and Authority

The School Board, upon the recommendation of the Superintendent, employs Building Principals as the chief administrators and instructional leaders of their assigned schools, and may employ Assistant Principals. The primary responsibility of a Building Principal is the improvement of instruction. Each Building Principal shall perform all duties as described in State law as well as such other duties as specified in his or her employment agreement or as the Superintendent may assign, that are consistent with the Building Principal's education and training. Each Building Principal and Assistant Principal shall complete State law requirements to be a prequalified evaluator before conducting an evaluation of a teacher or assistant principal.

Evaluation Plan

The Superintendent or designee shall implement an evaluation plan for Principals and Assistant Principals that complies with Section 24A-15 of the School Code and relevant Illinois State Board of Education rules. Using that plan, the Superintendent or designee shall evaluate each Building Principal and Assistant Principal. The Superintendent or designee may conduct additional evaluations.

Qualifications and Other Terms and Conditions of Employment

Qualifications and other terms and conditions of employment are found in Board policy 3:50, *Administrative Personnel Other Than the Superintendent*.

LEGAL REF.: 10 ILCS 5/4-6.2.
 105 ILCS 5/2-3.53a, 5/10-20.14, 5/10-21.4a, 5/10-23.8a, 5/10-23.8b, and 5/24A-15.
 105 ILCS 127/.
 23 Ill.Admin.Code Parts 35 and 50, Subpart D.

ADOPTED:

Personnel Report

April 15, 2020

1. Employment of Personnel

Administration is recommending to employ the following personnel for the 2020-21 school year.

Recommendation:

That the Board of Education employ the following personnel for the 2020-21 school year:

Name	Position	Salary
Stephanie Russell	Speech/Language Pathologist	\$ TBD (MA, Step 6)

2. Increase in Employment of Personnel

Bethany George is currently a .80 FTE English Language Learner Teacher. Bethany's FTE will be increases to 1.0 FTE for the 2020-21 school year.

Recommendation:

That the Board of Education approves the increase in FTE for Bethany George from .80 FTE to 1.0 FTE.

3. Dismissal/Non-Reemployment of Full-time Educational Support Personnel

That the Board of Education adopt a Resolution of Honorable Dismissal of Full-time Educational Support Personnel Employees.

Recommendation:

That the Board of Education adopt a Resolution of Honorable Dismissal of Full-time Educational Support Personnel Employees at the close of the 2019-20 school year for full-time instructional aides: Joyce Fisher and David Kavanaugh.

4. Dismissal/Non-Reemployment of Part-time Educational Support Personnel

That the Board of Education adopt a Resolution of Honorable Dismissal of Part-time Educational Support Personnel Employees.

Recommendation:

That the Board of Education adopt a Resolution of Honorable Dismissal of Part-time Educational Support Personnel Employees at the close of the 2019-20 school year for part-time instructional aides: Michelle Cuttitta and Erin Butvilas.

RESOLUTION

HONORABLE DISMISSAL OF PART-TIME EDUCATIONAL SUPPORT PERSONNEL EMPLOYEES

WHEREAS, the educational support personnel employees listed in this Resolution are employed by the Board of Education of Pleasantdale School District No. 170 during the 2019-2020 school term; and

WHEREAS, the Board of Education has determined to decrease the number of educational support personnel employees in the School District; and

WHEREAS, the educational support personnel employees with the shorter length of continuing service with the School District, within the respective category of position, shall be dismissed first, unless an alternative method of determining the sequence of dismissal is established in a collective bargaining agreement or contract between the Board and any exclusive bargaining representative; and

WHEREAS, an alternative method of determining the sequence of dismissal is not established in an applicable collective bargaining agreement or contract; and

WHEREAS, the Board has concluded that the educational support personnel employees named herein shall be honorably dismissed and not reemployed for the 2020-2021 school term, pursuant to Section 10-23.5 of the *School Code* (105 ILCS 5/10-23.5);

NOW, THEREFORE, Be It Resolved by the Board of Education of Pleasantdale School District No. 107, Cook County, Illinois, that:

Section 1: The following named educational support personnel employees shall be honorably dismissed and not reemployed for the 2020-2021 school term because of the decision of the Board to decrease the number of educational support personnel employees employed:

**Michelle Cuttitta
Erin Butvilas**

Section 2: The President and Secretary of the Board are authorized and directed to give the educational support personnel employees a written Notice of Honorable Dismissal, together with the reasons therefore, by first class mail at least thirty (30) days before the employees are dismissed. A copy of said Notice is attached as Exhibit A and incorporated by reference.

Section 3: The Superintendent shall mail a copy of said Notice via first class mail and certified mail.

Section 4: This Resolution shall be in full force and effect forthwith upon its passage.

ADOPTED this 15th day of April, 2020, by the following vote:

AYES:

NAYS:

ABSENT:

ATTEST

Board President

Board Secretary

Pleasantdale Elementary School
8100 School Street
La Grange, IL 60525
708.246.4700 Fax: 708.246.4625



Pleasantdale Middle School
7450 S. Wolf Road
Burr Ridge, IL 60527
708.246.3210 Fax: 708.352.0092

Pleasantdale School District 107 | 7450 S. Wolf Road | Burr Ridge, IL 60527 | 708.784.2013 | Fax: 708.246.0161 | www.d107.org

EXHIBIT A

April 15, 2020

Via First Class Mail and Certified Mail Delivery

RE: NOTICE OF HONORABLE DISMISSAL

Dear _____:

At its meeting held on April 15, 2020, the Board of Education of Pleasantdale School District No. 107, Cook County, Illinois, pursuant to Section 10-23.5 of the *School Code*, resolved to honorably dismiss you from employment from your part time instructional aide position. The reason for your dismissal is the decision by the Board to decrease the number of its educational support personnel employees in the School District. Your last day of employment in the District as an instructional aide shall be June 3, 2020.

If the Board has any vacancies within the period prescribed by law, you will be tendered any such position becoming available for which you are qualified and to which you are entitled as prescribed by law.

Sincerely,

Board of Education
Pleasantdale School District No. 107
Cook County, Illinois

By: _____
President

ATTEST:

Secretary

RESOLUTION

HONORABLE DISMISSAL OF FULL-TIME EDUCATIONAL SUPPORT PERSONNEL EMPLOYEES

WHEREAS, the educational support personnel employees listed in this Resolution are employed by the Board of Education of Pleasantdale School District No. 170 during the 2019-2020 school term; and

WHEREAS, the Board of Education has determined to decrease the number of educational support personnel employees in the School District; and

WHEREAS, the educational support personnel employees with the shorter length of continuing service with the School District, within the respective category of position, shall be dismissed first, unless an alternative method of determining the sequence of dismissal is established in a collective bargaining agreement or contract between the Board and any exclusive bargaining representative; and

WHEREAS, an alternative method of determining the sequence of dismissal is not established in an applicable collective bargaining agreement or contract; and

WHEREAS, the Board has concluded that the educational support personnel employees named herein shall be honorably dismissed and not reemployed for the 2020-2021 school term, pursuant to Section 10-23.5 of the *School Code* (105 ILCS 5/10-23.5);

NOW, THEREFORE, Be It Resolved by the Board of Education of Pleasantdale School District No. 107, Cook County, Illinois, that:

Section 1: The following named educational support personnel employees shall be honorably dismissed and not reemployed for the 2020-2021 school term because of the decision of the Board to decrease the number of educational support personnel employees employed:

**Joyce Fisher
David Kavanaugh**

Section 2: The President and Secretary of the Board are authorized and directed to give the educational support personnel employees a written Notice of Honorable Dismissal, together with the reasons therefore, by first class mail at least thirty (30) days before the employees are dismissed. A copy of said Notice is attached as Exhibit A and incorporated by reference.

Section 3: The Superintendent shall mail a copy of said Notice via first class mail and certified mail.

Section 4: This Resolution shall be in full force and effect forthwith upon its passage.

ADOPTED this 15th day of April, 2020, by the following vote:

AYES:

NAYS:

ABSENT:

ATTEST

Board President

Board Secretary

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EXHIBIT A

April 15, 2020

Via First Class Mail and Certified Mail Delivery

RE: NOTICE OF HONORABLE DISMISSAL

Dear _____:

At its meeting held on April 15, 2020, the Board of Education of Pleasantdale School District No. 107, Cook County, Illinois, pursuant to Section 10-23.5 of the *School Code*, resolved to honorably dismiss you from employment from your full time instructional aide position. The reason for your dismissal is the decision by the Board to decrease the number of its educational support personnel employees in the School District. Your last day of employment in the District as an instructional aide shall be June 3, 2020.

If the Board has any vacancies within the period prescribed by law, you will be tendered any such position becoming available for which you are qualified and to which you are entitled as prescribed by law.

Sincerely,

Board of Education
Pleasantdale School District No. 107
Cook County, Illinois

By: _____
President

ATTEST:

Secretary



To: Dr. Dave Palzet
Board of Education

From: Frank Adams, Business Manager/CSBO

Date: April 9, 2020

Re: Auditor Services Recommendation- Baker Tilly Virchow Krause, LLP

BACKGROUND AND RATIONAL:

The last time the district conducted an auditor services RFP was in 2014. At that time Miller Cooper and Co. was chosen to do the district’s auditing. The Board decided its good practice to conduct an auditing services RFP every five years. Since the fifth year of engagement with Miller Cooper was my first year as the Business Manager, I suggested we wait one more year. We are now in our sixth year with Miller Cooper.

The district sent out an RFP and received six proposals from the following firms:

- Miller Cooper & Co. Ltd.
- Lauterbach & Amen, LLP
- Baker, Tilly, Virchow, Krause, LLP
- Eder, Casella & Co,
- Evans, Marshall and Pease, P.C.
- Wermer, Rodgers, Doran & Ruzon, LLC

The district reviewed the proposals and determined the three most appropriate firms to conduct District 107’s auditing include:

- Miller Cooper & Co. Ltd.
- Lauterbach & Amen, LLP
- Baker, Tilly, Virchow, Krause, LLP

All three firms were more than qualified to provide high quality audit services. Since the district already knew the abilities and services provided by Miller Cooper & Co., reference checks were performed on Lauterbach & Amen, LLP and Baker, Tilly, Virchow, Krause, LLP. The references on both firms were all very good.

Below are the costs for their services over five years.

Firm	2020	2021	2022	2023	2024	Cost over 5 years
Bakertilly	\$ 18,000	\$ 18,500	\$ 19,000	\$ 19,500	\$ 20,000	\$ 95,000
Lauderbach & Amen	\$ 16,000	\$ 16,000	\$ 16,500	\$ 17,000	\$ 17,500	\$ 83,000
Miller Cooper & Co.	\$ 24,000	\$ 24,720	\$ 25,450	\$ 26,225	\$ 26,225	\$126,620

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RECOMENDATION:

After careful review of all the proposals submitted, it is recommended that the Board of Education approve a five-year contract with Baker, Tilly, Virchow, Krause, LLP. The cost of the audit for FY20 will be \$18,000, which is a decrease from the FY19 audit total of \$24,500. The increase over the next five years would be \$500 per year.



This is in response to your e-mailed request under the Freedom of Information Act ("FOIA"), 5 ILSC 140/I et seq., dated April 6, 2020. You have requested that Pleasantdale School District 107 produce the following public records:

Requestor: SMART Local 265

<p>Request: Dated 4/6/20</p>	<p>I'm requesting the invoices, names and contact information of contractors and/or sub-contractors that have been awarded and/or assigned work to be performed at any location owned, rented or leased by your taxing body over the past 12 months, which include the following scope.</p> <ul style="list-style-type: none"> • HVAC (heating, air conditioning, ventilation) • Exhaust systems • HVAC maintenance work and/or maintenance agreements • Architectural metals, used for weatherproofing and/or ornamental purposes • New installation and/or replacement of lockers • Kitchen Renovations
<p>Response: Dated 4/7/20</p>	<p>We have attached an electronic record of the above request</p>

As the FOIA Officer of the District, Mr. Adams is responsible for granting and denying requests for records under the Freedom of Information Act. The District's responses attached to this email intend to be fully responsive to your specific request. If we have misinterpreted your request, please clarify your request to him in writing.

You have a right to appeal a denial of records to the President of the Board of Education by written request directed to the President at the District office 7450 S. Wolf Road, Burr Ridge, IL 60527 within fourteen (14) working days of your receipt of this email.

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TO: Dr. Dave Palzet, Superintendent

FROM: Frank Adams, Business Manager/CSBO

DATE: April 9, 2020

RE: FY21 Contract Recommendations

EXECUTIVE SUMMARY:

Annually, the Board of Education approves our larger contracts at the May Board of Education meeting. Each year there is an increase in the cost of living and as such, our contracted services costs increase as well. Administration requests draft renewal contracts from our vendors for review. When necessary, administration will request rationale for increases as well.

BACKGROUND AND RATIONALE:

Paper Bid

Paper has been bid annually for the entire township for over a decade. As in prior years, Lyons School District 103 will conduct the bid opening in May.

Transportation

First Student was awarded the bid contract when we bid the transportation services in April 2008. The contract was extended for an additional two years in 2011-2012 and subsequently for an additional year thereafter. Per School Code, the District may extend on a year-to-year basis unless a timely request from another interested contractor is received. The increase for transportation services is unknown at this time due to ongoing negotiations for payment to First Student for the remainder of FY20 in which services have been suspended due to COVID-19. Once this is finalized the district will negotiate a contract for next year. The administrations recommendation will be contingent on the successful negotiation of a contract for 2020-2021 school year.

Food Service/Milk

The District sent out bid packages for food service and milk to various vendors on March 8, 2017. Just A Dash Catering, LLC., our current food service provider, was awarded the food service contract. Administration recommends extending the contract with Just A Dash Catering with no increase in pricing. The cost per meal and per carton of milk remains at \$3.30 and \$0.30 respectively.

Cleaning Service

The District has been using the same cleaning service since 1998 when the contract was last bid. The increase for 2020-2021 is 2%. The district was able to negotiate an increase that is .1% less than CPI. GCA continues to provide excellent service at a reasonable rate and we recommend renewing the contract with GCA.

RECOMMENDED BOARD ACTION: That the Board of Education consider the renewal of contracts for Fiscal Year 2021.