Regular Meeting

Monday, May 19, 2025 6:30 PM
Unit #10 Administrative Annex, 123 W. Clay, Collinsville, IL 62234

1. **Call to Order - President Peccola**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Recognition of Retirees**
5. **Strategic Planning Report**

Collinsville CUSD 10
Strategic Planning

Help Us Plan for the Future

Students & Staff

Parents & Community

2025 Strategic Planning Meeting

Board Presentation May 19, 2025

Strategic Plan

- The Strategic Plan is a guiding document for a five year period.
- The process of creating the plan is as important as the plan itself. It is an opportunity to bring students, staff, parents, and community members together to express the values and aspirations of the district. The team will also set the course for the future.
- The implementation and monitoring of the plan is key and is where many districts have challenges.
- It is a living process that requires ongoing review and adaptation. As circumstances change, organizations may need to revise their strategies. The Strategic Plan should be implemented with measurable goals added annually that derive from the main plan guiding document so that the action plans to stay relevant and achieve their long-term goals.

Focus

TimeLine

October/November

- Selection of Team members, Surveys drafted and sent out (November), Consultants conduct SWOT analysis with each board member via Zoom.

December

- Selection and invitations to potential team members; solidify the team
- Survey staff and community conducted

January-April

- POG (3) and Strategic plan (6) team meetings

May

- Final presentation of plan by the BOE

May-July

- Session with the superintendent and designated administration on the process of implementing the strategic plan for results

Portrait of a Graduate Team Process & Product

3 Meetings January-February

Portrait of a Kahok Graduate

Communication

Kahoks will express themselves clearly, listen actively, collaborate effectively, and adapt their messages to diverse audiences.

Integrity

Kahoks will align their actions with their values. They will demonstrate accountability, honesty, and fairness while contributing positively to their communities.

Active Learning

Kahoks will seek knowledge with curiosity, embrace challenges with a positive mindset, and continuously pursue growth through exploration and perseverance.

Portrait of a Kahok Graduate

Critical Thinking

Kahoks will question, analyze, and evaluate information with an open mind and find creative solutions to overcome complex challenges.

Adaptability

Kahoks will navigate challenges with resilience, adjusting their thoughts and actions while responding to feedback and adversity. They will balance diverse views to develop practical solutions in life and their chosen careers.

Empathy

Kahoks will embody selflessness, consistently showing acceptance and inclusivity. They will be open to genuinely understanding and caring about others' perspectives and experiences.

Strategic Plan
Team Process & Product

6 Meetings January-April

Mission

Collinsville Community Unit School District #10 provides student-centered, innovative learning opportunities in a safe, inclusive environment to inspire every student's unique journey to success.

Vision

We envision a future where every student is empowered to reach their fullest potential, equipped with the tools, confidence, and support to achieve excellence and succeed in an ever-evolving world.

Envision. Empower. Achieve.

Values

Diversity
Community
Integrity
Resilience
Growth
Excellence

GOALS

Student Success

- Broaden available opportunities and strengthen support systems to reduce achievement gaps among students from diverse backgrounds.
- Elevate academic performance among all students, with a focused effort on reducing disparities among student subgroups.
- Continuously evaluate and refine academic offerings to ensure comprehensive access to career exploration, post-secondary preparation, and real-world learning experiences for all grade levels ensuring readiness for life beyond graduation.
- Implement strategies to reduce student absences, with a particular focus on chronic absenteeism, to minimize their impact on learning and achievement.
- Strengthen curriculum and program alignment across grade levels, with particular focus on key transition years, to support continuous student growth and success.

Student Supports & Services

- Develop and implement a comprehensive, ongoing professional development plan tailored to the diverse needs of teachers and support staff to strengthen Multi Tiered System of Supports (MTSS) instruction and intervention practices, ultimately improving student outcomes.
- Assess the feasibility of establishing a dedicated transition center to support students with disabilities in developing life skills, vocational training, and independent living abilities necessary for successful post-secondary transitions.
- Increase the availability of mental health professionals and services within schools to address the social-emotional and behavioral needs of students, fostering a supportive and inclusive learning environment.
- Broaden access to inclusive classroom settings by enhancing co-teaching models, modifying curriculum, and providing support structures that enable ALL students to participate meaningfully alongside their peers.
- Recruit, retain, and clearly define roles for staff to ensure effective delivery of instruction, case management, behavior intervention, and related services.

Finance, Facilities & Safety

- Develop and maintain proactive plans to address potential revenue losses while preserving the continuity and quality of existing programs.
- Implement environmentally sustainable and cost-saving measures, including facility projects that support long-term operational efficiency.
- Continuously strengthen the safety and security of all district facilities through updated technologies, refined protocols, and active partnerships with public safety partners.
- Maintain fiscal responsibility while ensuring clear, consistent, and accessible financial reporting and communication to foster trust and engagement with all stakeholders.
- Maintain, update and improve district facilities while completing facility work outlined in the district's facility plan and regularly updating technology in the classroom that supports and enhances instruction.
- Pursue alternative funding sources to offset the cost of advancements in technology to improve school safety, learning systems, and operational efficiency.

Extra-Curriculars

- Make available to all students, regardless of background or ability, access to a wide range of extracurricular activities that support their interests, talents, and personal growth
- Broaden extracurricular offerings by introducing engaging fine arts and STEM activities, especially at the elementary level, to foster creativity, curiosity, and early exploration.
- Expand athletic offerings in K-6 schools and the community to promote physical activity, skill building, teamwork, and school spirit from an early age creating consistent pathways for student involvement and development.
- Encourage and incentivize school staff, high school students, and community members to lead and support extracurricular programs at all grade levels, enhancing their quality and building meaningful school-community connections.

Staff Recruitment & Retention

- Attract and retain high-quality staff through competitive compensation packages, a positive culture and staff appreciation activities.
- Improve staff diversity through intentional development, recruitment and hiring practices that reflect the demographics and cultural richness of the student population.
- Strengthen staff morale by cultivating a collaborative, inclusive, and supportive workplace culture that values staff voice and participation in decision-making.
- Establish a structured partnership with local teacher preparation programs to create clear pathways for Collinsville graduates to become certified educators within the district.
- Through a comprehensive professional development plan, enhance and innovate educational practices to meet changing student needs and learning styles.

Family & Community Engagement

- Foster meaningful partnerships with families to support student success by increasing opportunities for collaboration and active involvement in the educational process.
- Offer regular training sessions to equip families with the knowledge and skills needed to effectively use district communication platforms and stay connected with their child's education.
- Partner with a reliable communication outlet to share district news, celebrate achievements, and keep the community informed and engaged.
- Improve the clarity, reliability, and timeliness of communication between schools and families to build trust and ensure families are well-informed.
- Increase alumni involvement to strengthen connections with former students, foster community pride, and explore opportunities for alumni engagement and support.

Conclusion & Next Steps

Collinsville CUSD 10 Strategic Planning

Thank You for Participating

6. **Public Forum**

6.1. Written Correspondence

6.1.a. 5/14/25 Correspondence from Robin Simmons

6.2. Audience Input

7. **Reports/Requests**

7.1. Superintendent's Report - Dr. Brad Skertich

Superintendent's Report
May 19, 2025

As the 2024-2025 school year concludes this Thursday for students and Friday for staff, we want to take a moment to reflect on the incredible effort put forth by our staff, families, and community. Their dedication continues to drive positive academic growth, foster maturity, and develop essential skills that benefit our students throughout their K-12 journey and as a solid foundation throughout life. We appreciate all their hard work, dedication and sincerely appreciate the positive impact they have on our students.

This past Saturday, we proudly celebrated the Collinsville High School Class of 2025 with a packed house in Fletcher Gymnasium. On behalf of the entire district, I extend our heartfelt congratulations to our newest alumni. We wish them all the best in their future endeavors and look forward to seeing the amazing things they will accomplish as they embark on this next chapter of their lives. Once a Kahok, always a Kahok!

Tonight, the Board of Education honors our district retirees. While it's hard to say goodbye, we're thrilled for them as they get to enjoy the freedom to pursue whatever brings them joy, as often as they want and whenever they want. They've certainly earned it! We are grateful for their years of service to the district and wish them continued health and happiness in the years ahead.

Looking ahead, the summer promises to be a busy one. While we eagerly await the start of work on the Collinsville Area Vocational Center (CAVC), several additional projects are scheduled across the district. These include:

- Painting at CMS, Dorris, Kreitner, and Webster
- Door replacement at Dorris and Webster.
- HVAC upgrades at Maryville, Renfro, and Webster.
- Lighting enhancements in Fletcher Gymnasium.
- A new track surface installation at Kahok Stadium.
- Renovations to the CNA classroom, generously sponsored by Anderson Hospital.

As always, our summer will be full of renovation projects, which means numerous areas across the district will have a fresh new look by August and other projects will have begun to take shape and give an early look of what the future will hold.

I want to wish everyone a safe, relaxing, and enjoyable summer that officially kicks off this Friday!

7.2. Financial Report - Mrs. Jamie Hadjan

7.3. Public Relations Report – Mrs. Kim Collins

Collinsville Community Unit School District 10
201 West Clay Street • Collinsville, IL 62234 • 618-346-6350 • *fax* 618-343-3673

Public Relations Report
To be submitted to the Board of Education
May 19, 2025
by Kimberly Collins, Public Relations Liaison

Following is a summary of public relations activity and focus Nov. 13, 2024 - May 14, 2025:

2024 C3 Awards: The Collinsville Community Collaboration (C3) Awards moved from October to December this year. C3 is a combined effort between the City of Collinsville, Collinsville Chamber of Commerce and CUSD 10 to recognize people and businesses who make positive contributions to the quality of life in Collinsville. The district's 2024 honorees were Dr. Julie Haake (Stan Schaeffer Educational Leadership Award) and Danielle Cary (Leader of Tomorrow). We worked with our C3 partners to plan and promote the event. In addition, PR coordinated video production for tribute videos featuring our honorees, and publicized our recipients in local media and our social media.

Kahok Hall of Fame: The third class of Kahok Hall of Fame inductees was announced at the Collinsville Prairie Farms Holiday Classic Basketball Tournament on December 27. Two teams and eight individuals were chosen for athletic or distinguished achievements. A district press release was sent in conjunction with the announcement. We assembled/edited each of the biographies featured in the program. Those biographies are also the scripts for tribute videos. Jan Harmon from CHS created the program in a design consistent with previous years. District staff also coordinated event ticket sales, seat assignments and presentations. The Hall of Fame is an important tool to celebrate alumni and the history of our community. It embodies our motto: "Once a Kahok. Always a Kahok."

Strategic Planning: January-April, the district undertook a five-year strategic planning initiative involving staff, faculty, administrators, school board members, parents and students. Regular meetings were held to define our "Portrait of a Graduate," mission, vision and values. PR assisted by creating a consistent look for materials and presentations, including a slideshow template for presenters to use. PR also compiled and gave a presentation on district communications; and provided counsel on phraseology.

Announcement of New Administrators for 2025-26 School Year: Following board approval of Bobby Wright as new CHS principal, Doug Kirk as new CHS assistant principal, Dr. Charity Eugea as new Maryville Elementary principal, Ukyah Wilburn as new CMS assistant principal, and Philip Carter as new CHS assistant principal, announcements were distributed to families, the public and media that included bios of each and their vision for their new positions. The CHS principal announcement was widely shared via articles in the Belleville News-Democrat, Collinsville City Scoop, Riverbender, Collinsville Daily News and Times-Tribune.

CAVC Expansion Groundbreaking: On March 25, Collinsville Area Vocational Center hosted a ceremonial groundbreaking to celebrate construction of their $25 million expansion and renovation. Local business, political and community leaders were invited. The press release was shared with all

local print and broadcast media, including the Illinois Business Journal and Leadership Council SW Illinois. Local photographer Alex Paz was hired to capture the event in photographs. The City of Collinsville took video of the ceremony and construction site for our archives. Media coverage was widespread including announcements on St. Louis broadcast news.

Native American Mascot Legislation: As soon as we became aware that HB 1237 (prohibits Native American mascots) was passing in the Illinois House of Representatives, our district mobilized to educate our community about the legislation and urge them to make their voices heard. We immediately issued a call to action to our families and community. We provided a letter template to assist people in reaching out to their representatives. Days later, we followed with contact information for the State Senator shepherding the bill through committee so local residents could respectfully urge her not to bring HB 1237 out of committee for a vote in the Senate, OR to amend the legislation to include language that allows all impacted school districts the opportunity to seek approval from a Native American tribe to retain their current name, mascot and/or logo. Our efforts culminated in a "Save our Mascots" rally with Mascoutah District #19 and Granite City District #9 held at Kahok Stadium on Sunday, April 27. These activities resulted in interviews and media coverage on KMOX Radio, Belleville News-Democrat, St. Louis Public Radio, KMOV, KSDK, Riverbender, Times-Tribune and Collinsville Daily News. At the end of the term, the bill is currently stalled in committee of the Illinois State Senate and is unlikely to continue in the current session.

Fourth Grade Jamboree: Five-hundred-fifty fourth graders packed Kahok Stadium on May 6 for the annual 4th Grade Jamboree. All private and public schools in our CUSD 10 communities were represented. This year, we raised $5,500 in sponsorships to pay for t-shirts provided to every participant and event-related costs. The activity fund associated with the former Junior Olympics was transferred into the Jamboree activity fund, allowing us to purchase new parade banners for all of our elementary schools and DIS.

Ongoing Projects:

Scott Air Force Base Marketing Initiative: Based on discussions with the City of Collinsville and local developers, we explored ways to promote our schools/community to families outside of our district. As part of this outreach, we contracted to run brief (:15) visual messages on the checkout kiosks at the Scott Air Force Base commissary. As part of the agreement, we can create up to four ads to run during the year-long commitment. We acquire the rights to the ads, so we are able to use them for purposes beyond SAFB. Our first ad began running in late October. We are currently creating two additional ads.

Marketing Project Partnership with District Communities: We are executing a marketing campaign through our partnership with Fairmont City, Caseyville, Maryville and Collinsville to attract new families to the communities in our school district. We hired a local marketing agency, Marketing Springs, to produce digital ads, paid interviews and promotional videos; and place those ads/videos for maximum reach in the greater St. Louis area. Display ads are running on social media. A :30 commercial was produced and has been running on cable and streaming platforms since February. Here is the commercial. Dr. Skertich did a paid interview that aired on May 5 with KSDK Show Me St. Louis to highlight the 4th Grade Job Fair and career education. On May 6, Dr. Skertich and Joe McGinnis were interviewed about CAVC on a live KTVI paid program. Due to corrections that had to be made in post-production, at this time, we do not yet have the link to share.

ParentSquare Family Communications Platform: We are about to end our first school year using the ParentSquare communications platform approved by the board in February of 2024. All district and school-level communication with families during the 2024-25 school year utilized ParentSquare.

Weekly reports generated by ParentSquare indicate usage and family engagement statistics for each school and the district as a whole, so district administration and principals can monitor usage and look for ways to improve it. (See attached district dashboard printed May 14 - reflecting usage since the end of the 23-24 school year when we implemented ParentSquare.)

Looking toward the next school year, we need to (1) Get more staff trained and comfortable using ParentSquare. To address it: there is a new section under *Employees* on the district website that has introductory information and tutorials to assist teachers with ParentSquare. We will also offer training during the back-to-school Teachers Institute in August. (2) Get parents more familiar with the benefits of using ParentSquare and the app. To address it: We are including ParentSqare information in online registration and will use Open House nights to highlight its importance. (3) Activate Student Square at CHS and CMS to communicate with students within the platform. To address it: Discussions and preparation will take place prior to the start of the 25-26 school year.

District Brochure Update: Our district promotional brochure has been updated. It is posted on our website in a digital format. We have distributed print copies in the community and have made them available through the district office.

District & School Websites: Manage district website content and assist schools with their sites. Using the Smart Sites component of ParentSquare for our websites, there is seamless integration to share calendars and posts between the two. Since ParentSquare communicates news and announcements directly to parents and social media, our website content is now reserved for more “permanent” information like staff directories, policies, and resources like career education and planning. The websites are also useful for promoting our district achievements and providing information for our communities. PR also created and manages the Kahok Hall of Fame website.

Social Media: Prepare and post information to district Facebook, Twitter, Instagram accounts; direct school and classroom stories to school-specific social media. ParentSquare allows sharing posts directly to Facebook, Instagram and X.

Media Relations: Prepare and distribute press releases; respond to incoming media inquiries; provide requested content for *Collinsville City Scoop*; In addition, social media posts and website articles are shared/published by the *Collinsville Daily News* online news outlet. In addition to the Belleville News-Democrat and Times-Tribune, the *Riverbender* now also covers our district news on a regular basis.

Updates from Superintendent: Confer with Superintendent Dr. Skertich to prepare regular (usually biweekly) update messages from the district. Record, transcribe, edit and produce video versions, including having transcript translated for Spanish subtitles. Have letter version translated to post in English and Spanish on ParentSquare, shared to website, app and social media.

Community Relations: Serve as ex-officio representative on Collinsville Chamber of Commerce board.

Collinsville Area Community Foundation (CACF): Serve on CACF board and provide publicity for district-related projects, including: selection and publicity for Mayor Stan Scheaffer Memorial Scholarships; announcement of other scholarships created; publicity for Kahoks Teaching Kahoks program and scholarship recipients. Provide PR support for district initiatives that are supported through the foundation. Provide support to CACF for press releases and marketing, including scholarship announcements and new CACF community partnerships.

Kahok Educator of the Month: Coordinate monthly (September - May) staff recognition program with sponsor and principals. This award is presented by Benjamin F. Edwards Financial Advisor and Vice President/Investments Jason Rehg. Recipients to date: November 2024 - Barbie Linton (Maryville); December 2024 - Krista Basuel (Kreitner); January 2025 - Kelly Stirnaman (Renfro); February 2025 - Stacy Tienes (Caseyville); March 2025 - Ana Del Burgo (CMS); April 2025 - Corina Hamilton (DIS) ; May 2025 - pending.

Other PR Efforts

- Highlighted student/staff achievement recognized at monthly board meetings;
- Responded to **media inquiries** regarding potential impact of immigration policy on students/families in the district;
- Prepared statement and responded to **media inquiries** related to an altercation at Collinsville High School on February 4;
- Coordinated with Collinsville Police Department to announce and distribute a co-produced **threat video** warning students/parents of the dangers of making false threats.
- Wrote and shared a press release highlighting the five district staff who were honored by ISBE with **Teacher of the Year/Those Who Excel honors** for 24-25: Joe McGinnis, Kendra Cline, Kyle Gordon, Stacy Deadmond, Michele Sheahan.
- Publicized **$100,000 donation from IUPAT Patch Foundation** to Joseph Smith CAVC Scholarship.
- Shared information regarding **Kindergarten enrollment** and created a dedicated page on the district website to make the process easier for families.
- Issued a **construction alert** for projects underway at the CHS campus. In addition to the CAVC expansion, work to remove the hill behind the high school eliminated access to that area. Based on calls to CHS regarding the work, we wanted to make the community aware of projects and warn them of possible inconveniences.
- Prepared and shared announcement of CHS Latin Teacher **James Stark receiving two prestigious national honors** this school year: Excellence in Teaching Award (K-12) from the Society for Classical Studies and Kraft Award for Excellence from the Classical Association of the Middle West and South.
- Disseminated information about SPED Coordinator Karen Truran being honored by St. Louis University's **Celebration of Women Educators**.
- Created and distributed a press release celebrating CHS Student Council being named a **National Gold Council of Excellence** for 24th consecutive year.
- Created posts and shared information regarding CHS Class of 2025 **Academic Signing Day, Honors Convocation, Commencement and elementary school clap-outs**.

Dashboard

OVERALL SNAPSHOT

6,090	1,028	6,279	22
STUDENTS →	STAFF & TEACHERS →	PARENTS →	GUESTS →

99%
CONTACTABLE

6,090 STUDENTS' FAMILIES →

■ CONTACTABLE **6,023** →
At least one student contact is contactable

■ NON-CONTACTABLE **66** →
No student contact is contactable

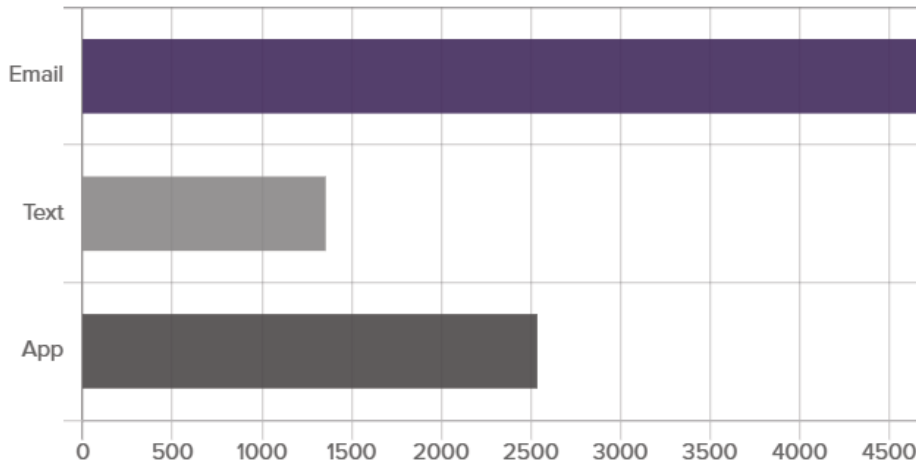
■ NO CONTACT INFO **1** →
There are no student contacts listed

LANGUAGES

Great! 98% of your students' families are contactable. You need to **fix only 93 family records to get to 100%.**

REACH & DELIVERABILITY

REACH METHODS



EMAIL

5,021 (80%) Parents with emails

4,912 (78%) Opted to receive emails

- 4,912 (78%) Receiving emails
- 0 (0%) Failed emails

APP

2,897 (46%) Parents with app

- 2,537 (40%) Receiving notifications

TEXT

6,208 (99%) Parents with phones

1,356 (22%) Opted to receive texts

- 1,356 (22%) Receiving texts
- 0 (0%) Failed texts

** all percentages are out of the total 6,280 parents in the District*

46% have downloaded the app

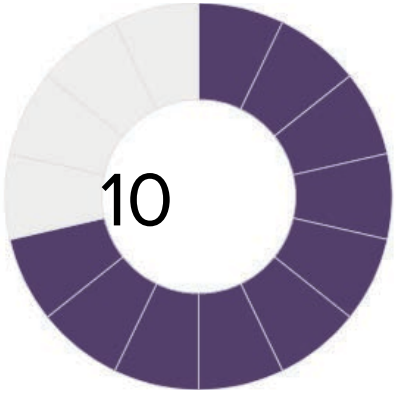
In your next newsletter make sure to highlight the benefits of downloading the app to increase engagement with parents. Here are some **posters** you can print and put up.

FEATURES USAGE

FEATURES USED

0 Auto Notices

247 Calendar Events |
17 RSVP Requested



OUT OF 14

117,197	Direct Messages	**12,303** Threads
15	Forms / Permission Slips
0	Payment Items	**0** Posts
0	Polls
507	Posts Shared on Social
195	Smart Alerts
606	Files Shared	**366** Posts
1,687	Items Requested	**25** Posts
6,588	Photos / Videos Shared	**1,470** Albums
6,500	Posts
0	Secure Documents

** all values are totaled starting from May 24, 2024*

You can get more use out of ParentSquare

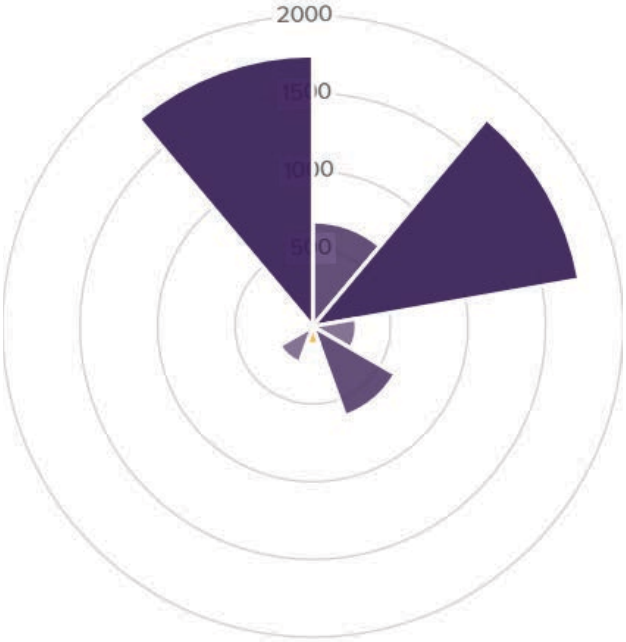
Let ParentSquare work hard for you and make your life easier, building a tighter community that loves you and your school. Click to read more about **Payments**, **Polls**, **Secure Documents**, and **Auto Notices**.

INTERACTION

2,347

OUT OF 6,280

PARENTS INTERACTED



COMMENTS

- 675 Commented

ITEMS

- 117 Signed Up

APPRECIATIONS

- 1,743 Appreciated

FORMS / PERMISSIONS

- 248 Completed

RSVPS

- 283 RSVP'd

PAYMENTS

- 0 Paid

VOLUNTEERS

- 614 Volunteered

POLLS

- 0 Voted

DIRECT MESSAGES

● 1,744 Sent Direct Messages

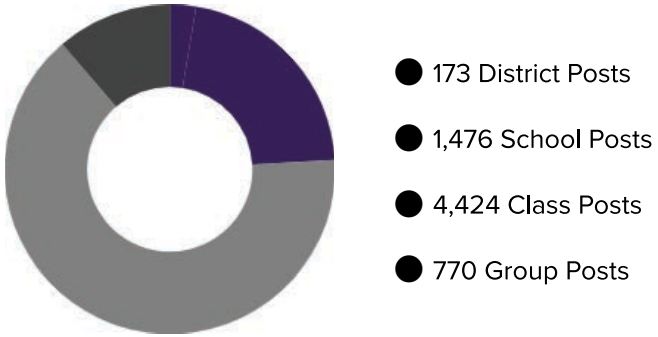
** all values are totaled starting from May 24, 2024*

Amazing! Give yourself a pat on the back

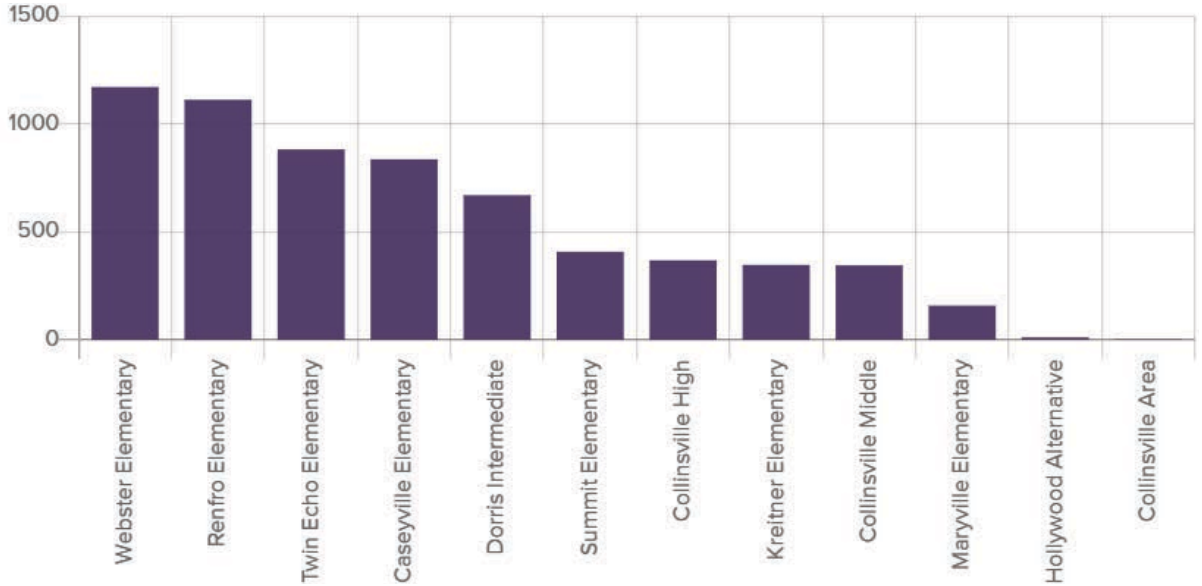
Typically there are 2 contacts per student. 37% parent interaction could mean that 74% of families are interacting!

DISTRIBUTION

POST DISTRIBUTION



BY SCHOOL



TOP AUTHORS

5

AUTHORS

265	246	184	184	177
Kathy Verning Collinsville High School	Jacqueline Mitchell Webster Elementary School	Kimberly Collins Collinsville Community Unit School District #10	Julie Haake Twin Echo Elementary School	Chelsea Clark Caseyville Elementary School

** all values are totaled starting from May 24, 2024*

7.4. Budget Committee Update – Dr. Dennis Craft

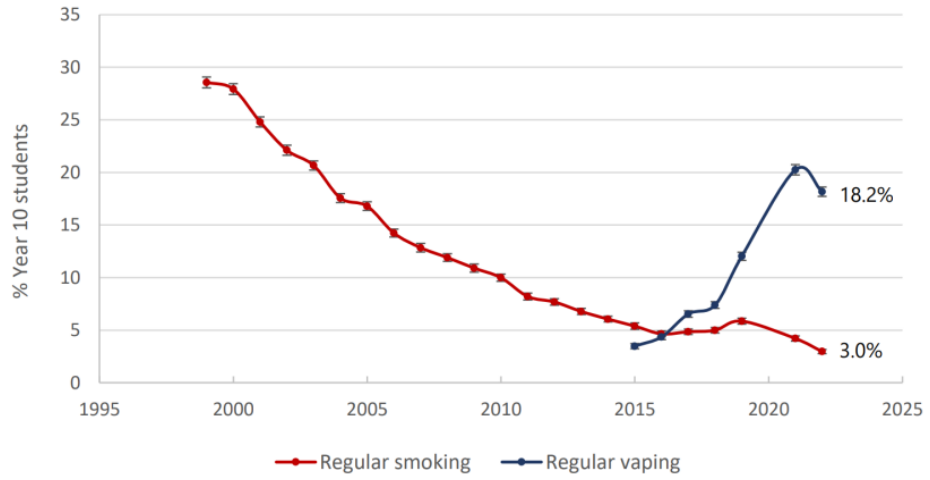
7.5. Student School Board Member Report - Brion Brown

ADDRESSING YOUTH VAPING IN OUR DISTRICT: INSIGHTS AND NEXT STEPS

Brion Brown

WHY THIS MATTERS

Youth vaping has emerged as one of the most pressing health concerns in schools nationwide. What often begins as experimentation can quickly lead to addiction, with many students unaware of the serious health risks involved. Vaping exposes developing brains to high levels of nicotine, which can impair memory, concentration, and emotional regulation, while the inhaled chemicals such as formaldehyde can lead to lung irritation and increased risk of respiratory illness. Vaping devices are discreet, easy to conceal, and increasingly advertised to and popular among middle and high school students, making prevention more and more challenging.



NUMBER OF RESPONSES

1200+ RESPONSES

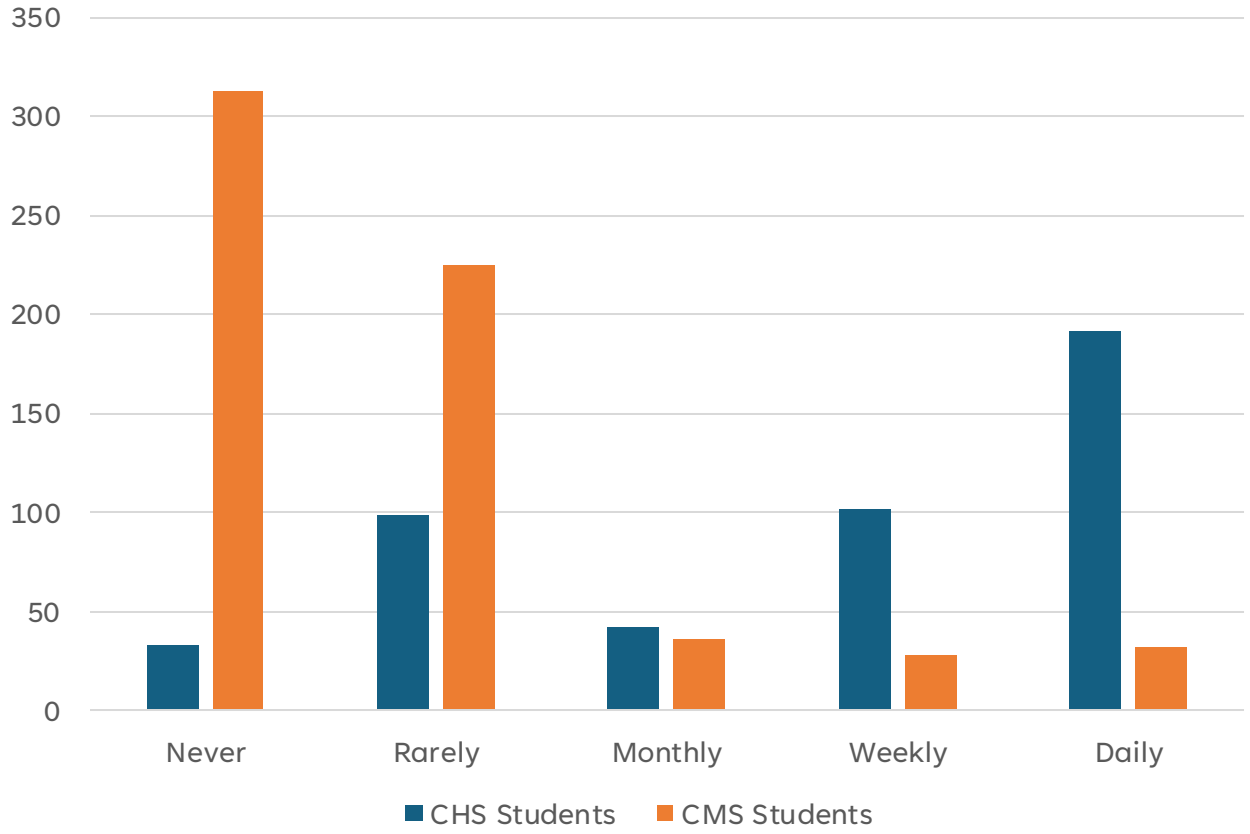
472 CHS STUDENTS

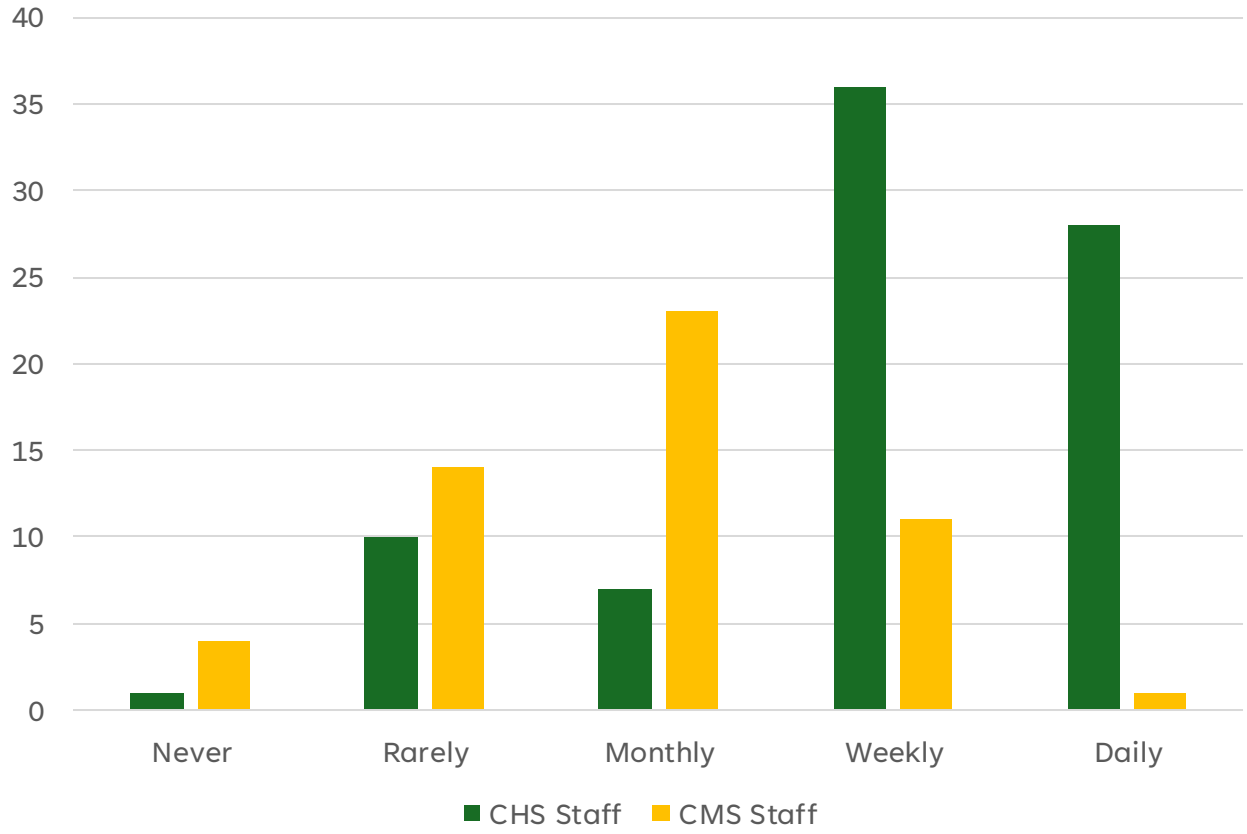
636 CMS STUDENTS

83 CHS STAFF MEMBERS

54 CMS STAFF MEMBERS

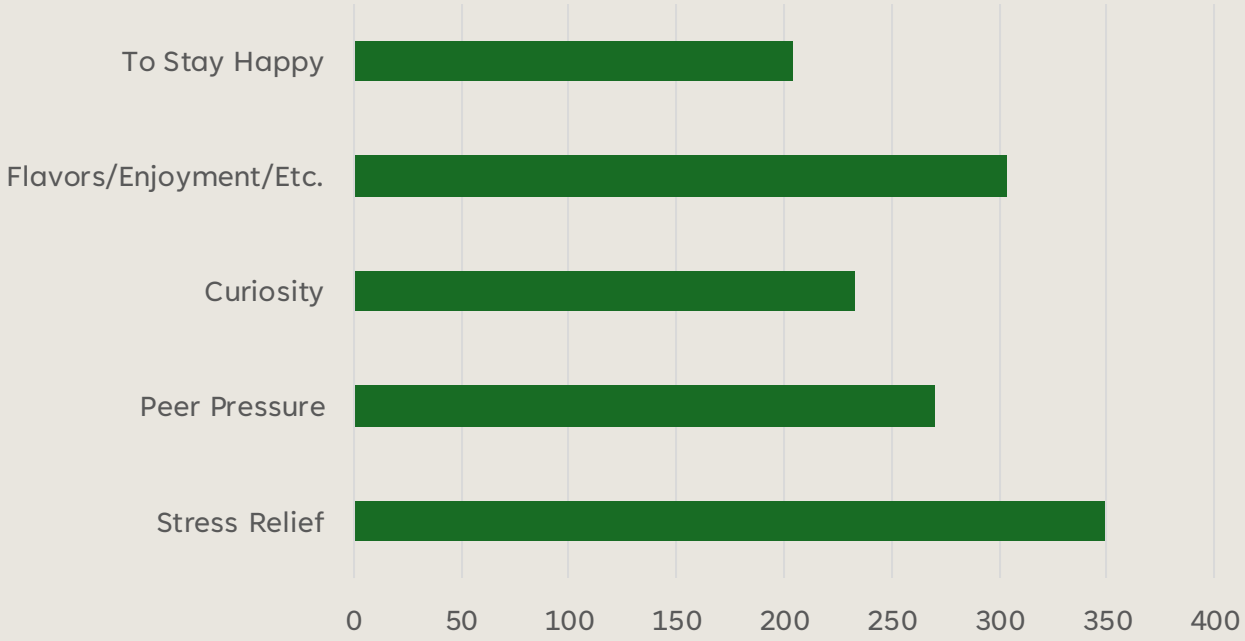
WHEN ASKED "HOW OFTEN DO YOU SEE STUDENTS VAPING AT SCHOOL" STUDENTS AND STAFF RESPONDED...





There is a lot of good effort being put into vaping prevention at middle school, but there is room for improvement at the high school.

CHS STUDENTS ANSWERED THE QUESTION...



OTHER ANSWERS:

"I know people who do it to fit in with others."

"I come from a family of drug use."

"It is better than cigarettes.

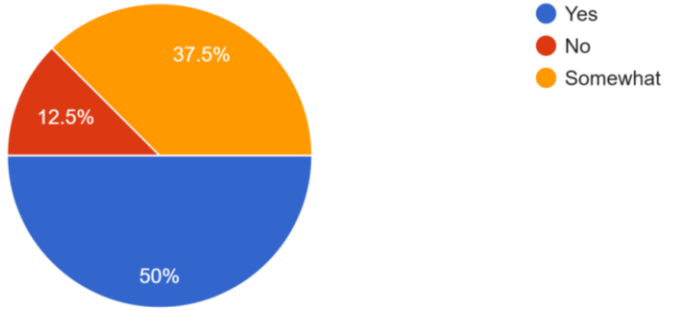
"I think it makes me look cool."

With the validity of them aside, the answers that students give for their justification or reasoning in why they choose to vape centers around two questions: Why is it that vaping is so accessible for students as a coping mechanism, and why is vaping allowed to be advertised to students as "enjoyment" or "relaxation"?

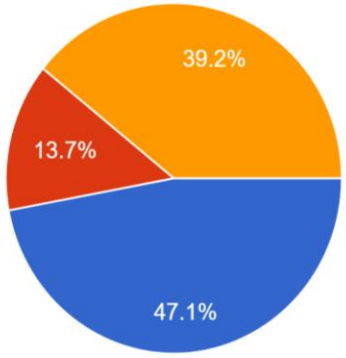
PREVENTION METHODS SUGGESTED BY STUDENTS AND STAFF

CHS Students	CMS Students	CHS Staff	CMS Staff
"Having more vape detectors"	"We need better therapy in school"	"Change the discipline if they get caught"	"Restroom breaks are out of control and need to be monitored"
"We need to promote better alternatives to their problems"	"Show examples and get guest speakers who have had problems"	"Vape detectors exist, we need to start implementing them"	"Offering/mandating a unit in a class like DARE to educate"
"More education on the effects of vaping, some type of visual"	"Start talking to parents and having them enforce it at home"	"Get law enforcement to check on gas stations or vape stores to make sure they sell legally"	"Maybe an assembly that talks about the dangers"
"No one is scared of the punishments so make it stricter"	"Make them pay fines if they get caught"	"More education at all grade levels"	"Similar consequences to underage possession of substances outside of school"

DO STAFF FEEL EQUIPPED TO DEAL WITH VAPING AND TEACH ABOUT IT?



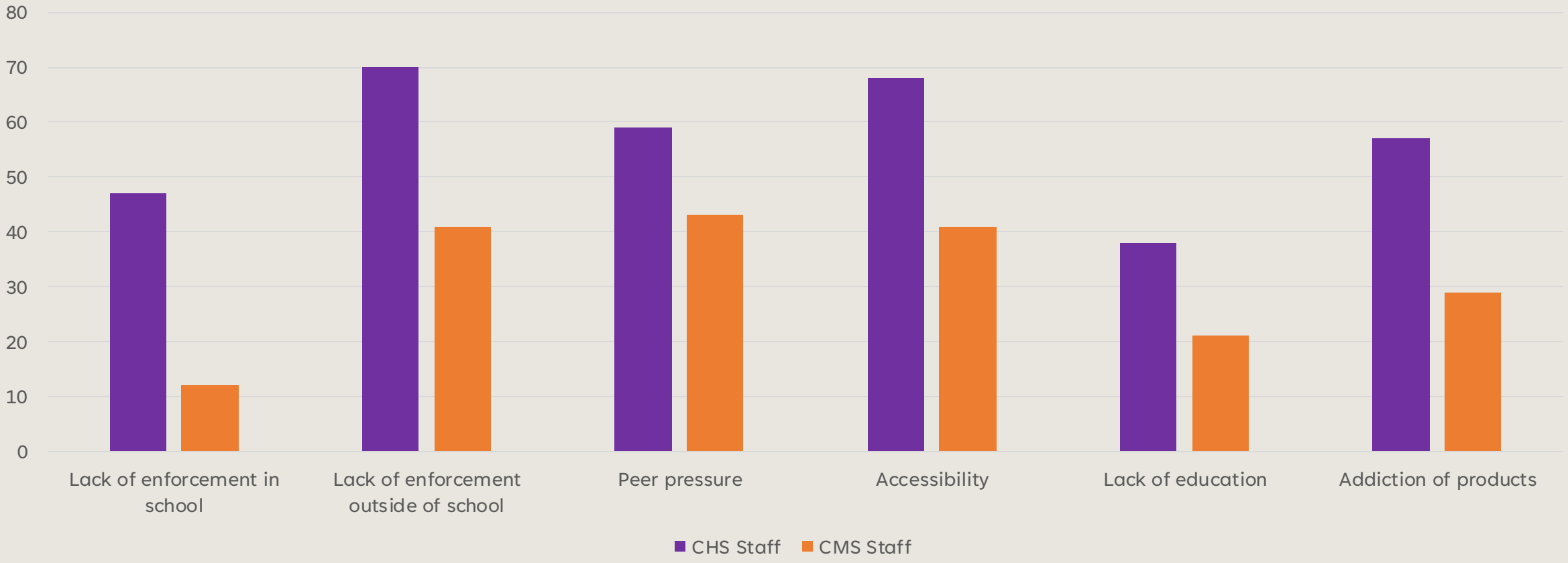
CHS Staff



CMS Staff

This is a huge strength for our district!

STAFF WERE ASKED...
WHAT DO YOU THINK ARE BARRIERS TO PREVENTING YOUTH VAPING?



VARIOUS COMMENTS AND CONCERNS

CHS Student: I think the anti-vaping messaging isn't effective in school. Posters aren't going to really do anything.

CHS Student: More adults have to try and put effort into making the change and taking down these companies that are always trying to profit from addiction.

CMS Student: I have a lot of friends who vape, but even if you stopped them at school, they still do it at home.

CMS Student: You should have stories of people that were impacted terribly about vaping to show to the kids. I learned from a video in English that people are more likely to understand the severity of something if they see how it impacts an individual, like a young high school teen that had his life ruined from vaping, rather than looking at numbers.

CHS Staff: I have students tell me every day about others vaping in the bathroom, but I as the teacher can do nothing about it since I didn't witness it firsthand. There needs to be a monitor posted or better security measures.

CHS Staff: The issue is at home for 90% of the kids with vaping. To stop if from occurring here is a different thing than the root issue. To reduce the occurrence here at school the punishment needs to be harsher. Including criminal charges for underage possession.

CMS Staff: The punishments are not severe enough. The students are not intimidated at all by consequences at the moment.

CMS Staff: Do students still have DARE? I know I did this program when I was in school and I learned about all of the issues associated with drug use. Maybe if they still have this, then vaping could be talked about as well.

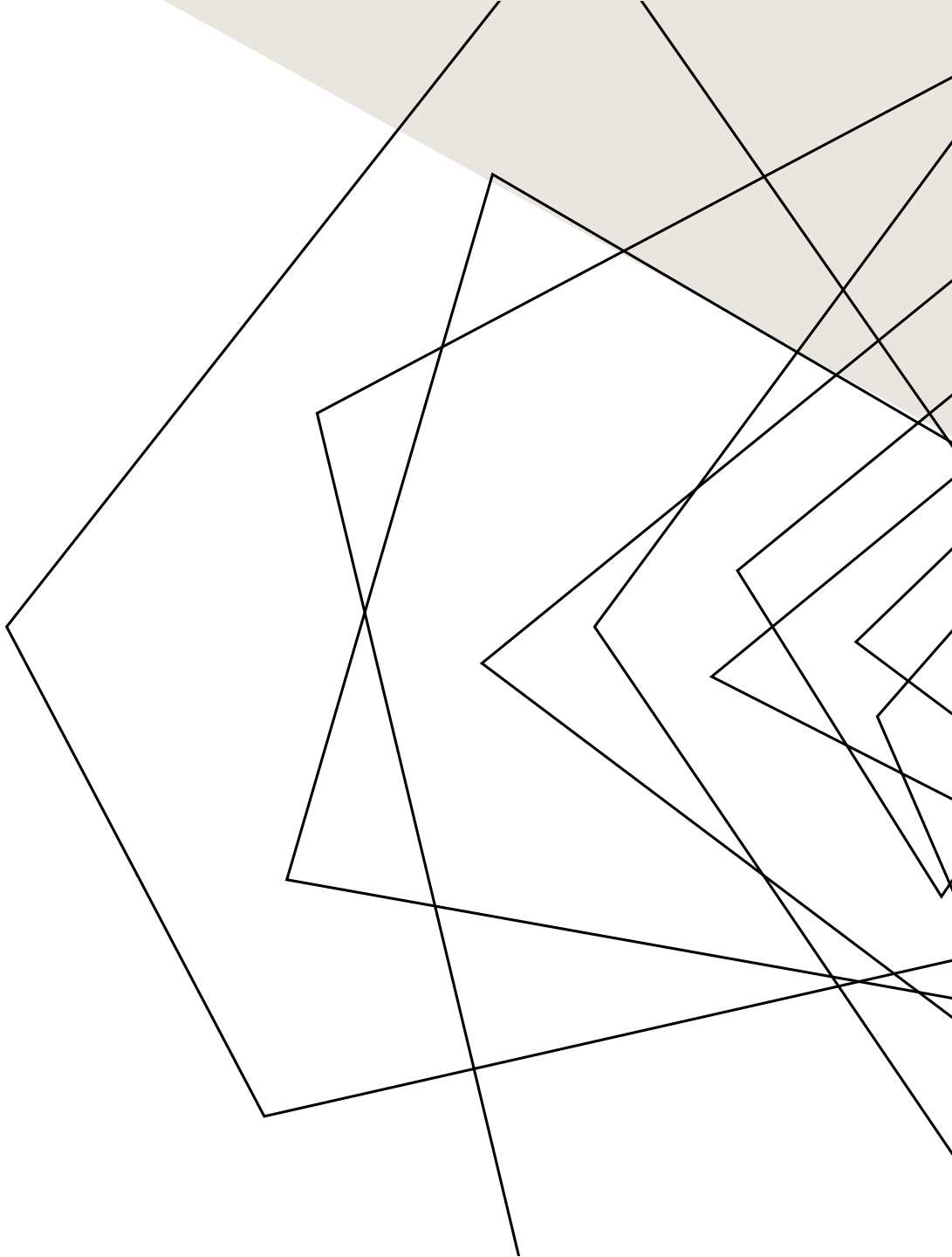
WHAT WE NEED TO KEEP DOING WELL

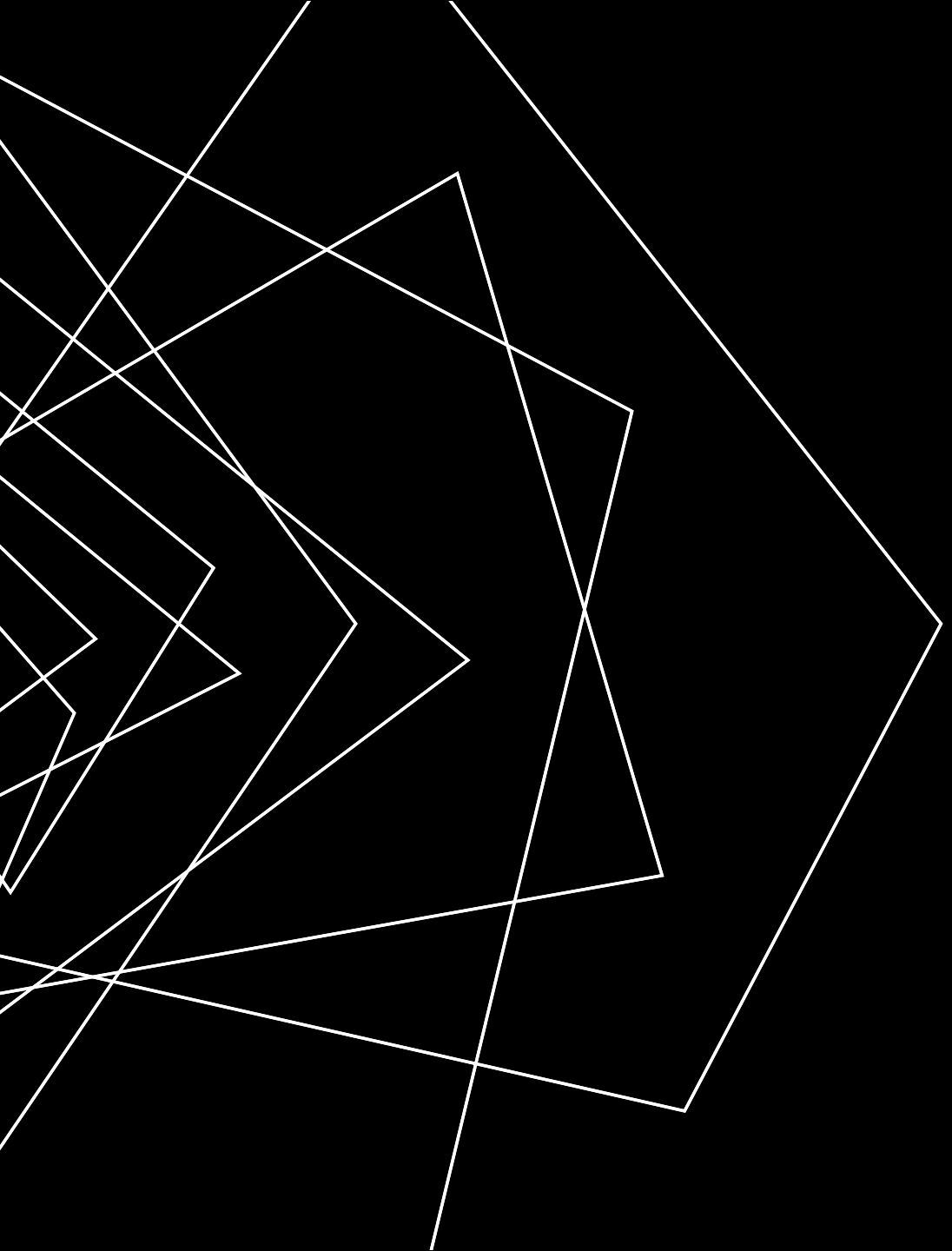
- Preventing mass vaping at the middle school level (likely similar statistics at DIS)
- Equipping teachers to feel comfortable dealing with the topic
- Testing anti-vaping methods out in school, such as posters, flyers, and more

WHAT WE NEED TO START DOING:

- Employing stricter punishments on students who vape
- Providing visual demonstrations and generally more effective education on vaping hazards
- Adding detectors, surveillance, or other prevention methods in school
- Promoting at-home preventative measures
- Providing more resources for students if they or others struggle with vaping addiction
- Communicating with law enforcement regarding distribution and advertising of products

MY THOUGHTS





THANK YOU!

7.6. Freedom of Information Requests

7.6.a. 3/31/25 Request from Jeffrey Luffman for personnel-related documents. Complied 4/29/25

7.6.b. 4/11/25 Request from Jeffrey Luffman for attorney-related documents and correspondence. Complied 4/25/25.

7.6.c. 4/26/25 Request from Jeffrey Luffman for communication sent by himself and Board Minutes. Complied 4/29/25

7.6.d. 4/26/25 Request from Jeffrey Luffman for a broad range of communication and documents pertaining to him and his family. Responded 5/5/25

7.6.e. 4/29/25 Request from Jeffrey Luffman for correspondence and documents related to Tammy Duckworth and the CAVC. Responded 5/6/25

7.6.f. 4/15/25 Request from Shirley Luffman for a broad range of communication and documents related to legal services. Complied 4/29/25

7.6.g. 5/1/25 Request from Jeffrey Luffman for a broad range of communication and documents related to threats, law enforcement, and board materials. Responded 5/8/25

8. **Approval of Minutes**

8.1. Approval of April 28, 2025 Board Minutes

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT NO. 10
COLLINSVILLE, ILLINOIS
Regular Meeting, Monday, April 28, 2025

SUMMARY

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Correspondence
5. Audience Input
6. Student Recognition
7. Superintendent's Report
8. Financial Report
9. Technology Report
10. Budget Committee Update
11. Freedom of Information Requests
12. Approval of Minutes of Regular Meeting of 03/17/25
13. Approval of Minutes of Special Meeting of 03/31/25
14. Approval of Minutes of Special Meeting of 04/07/25
15. Approval of Board Bills
16. Approval of Monthly Financial Statements
17. Approval of Quote for Desktop Computers
18. Approval of Purchase of Chromebooks
19. Approval of IESA Dues for CMS and DIS
20. Approval to Establish Student Council at DIS
21. Approval of CHS Fletcher Gym Lighting Upgrade
22. Presentation of District Student and Parent Handbook Revision Recommendations for the 2025-2026 School Year
23. Closed Session
24. Return to Open Session
25. Report on Closed Session Discussion
26. Consider Approval to Bar Individual from School Property and Activities
27. Approval of Resignations of Non-Certified Employees
28. Approval of Resignations of Certified Employees
29. Approval of Employment of Non-Certified Employees
30. Approval of Employment of Certified Employees
31. Approval of Coaches
32. Approval of Employment of 2024-25 EPIC Summer Camp Program
33. Approval of Employment of 2024-25 Extended School Year Summer School Program
34. Approval of Employment of 2024-25 CMS Summer School Program
35. Approval of Employment for the 2024-25 Elementary Summer School Program
36. Approval to Table Item 13.10
37. Approval of Expulsion of Student
38. Discussion re IASB Board Self-Evaluation
39. Adjournment

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT NO. 10
COLLINSVILLE, ILLINOIS
Regular Meeting, Monday, April 28, 2025
6:30 p.m.

Call to Order

1. The Regular Meeting of the Board of Education of Collinsville Community Unit School District No. 10 was held on the evening of Monday, April 28, 2025, at 6:30 p.m., at the Unit #10 Administrative Annex, 123 West Clay Street, Collinsville, Illinois.

Roll Call

2. Those members present were: Jennifer Hasamear; Vicki Reulecke, Vice President; Michele Stutts; Jane Soehlke, Secretary; Gary Peccola, President; Jeree Bronnbauer; and Dennis Craft, Treasurer.

Pledge of Allegiance

3. Mr. Peccola led those in attendance in reciting the Pledge of Allegiance.

Correspondence

4. Mrs. Soehlke said the following written correspondence had been received by the Board since the last regular meeting:

   (a) 3/4/25 Correspondence from Brandon Brady
   (b) 3/11/25 Correspondence from Ladarious Williams
   (c) 4/3/25 Correspondence from Rebecca McIntire
   (d) 4/28/25 Correspondence from Jeff Luffman

Audience Input

5. Mr. Peccola provided an opportunity for public input and no one sought to be recognized.

Reports

Student Recognition

6. Mr. Kevin Moore said three CMS wrestling team members were being recognized for their achievements at the IESA State Wrestling Tournament: Juan Espinoza-Saloman for placing 5th in his division; Kyrie Brown for placing 6th in his division; and Tytus Summer for placing 2nd in his division. The team won regionals and took the largest number of wrestlers ever to state competition. Mr. Peccola congratulated the wrestlers and said the board wishes them well in future competition. The students were presented certificates recognizing their accomplishments.

Superintendent's Report

7. Dr. Skertich said things will be incredibly busy from now through the end of the school year. There are many activities happening including band and chorus concerts, sporting events, academic signings, honors convocation, graduation and the 8th grade promotion ceremony. The CHS Drama Club recently presented a very successful production of Frozen Jr. The performances saw

the highest attendance numbers for Drama Club productions so far. The program continues to grow and expand, and Dr. Skertich commended the students, staff and their families for the hard work that goes into making these programs such a success. He updated the board with respect to HB1237 that seeks to ban the use of Native American images for high school logos and thanked everyone who came out to the rally on Sunday.

Financial Report

8. Mrs. Hadjan was unable to be at the meeting, so Dr. Skertich reviewed the financial summary through March 31, which is 75% of the fiscal year. He shared beginning fund balances, revenue, expenditures and ending fund balance information for the operating funds. The State's reimbursement for both regular and special ed transportation expenses continues to decline. The district will have to look at ways to strike a balance in the face of reduced revenue. Dr. Skertich also reviewed the snapshot reports for the district and the CAVC that provide more detail on revenue and expenditure items for the fiscal year to date. The CAVC will see additional revenue in the coming year due to an increase in the tuition rate that was agreed upon by all participating districts. Overall, the budget numbers look good considering everything that is going on.

Technology Report

9. Mr. Derek Turner said Unit 10 was chosen to participate in the FCC's new Cybersecurity Pilot Program and has been awarded $235,000 over three years to assist with cybersecurity initiatives. This year, the plan is to purchase a new firewall with AI security and machine learning for the entire district network. The CHS eSports team recently competed in the Project Mamba eSports tournament hosted by the US Army. The Army and nearly every college in the St. Louis area are recruiting students for their eSports teams. This was the first official competition the eSports team has attended, and it gave students an opportunity to be seen and show off their skills. The district VxRail Server replacement project has been completed, and the technology department is continuing to migrate more data to cloud-based systems for programs including Destiny Library Manager, Edulog and Skyward. Mr. Turner included summary reports showing what DarkTrace, the district's email security tool, flagged over the past two months. DarkTrace detected over 88 million events on the network, of which 581 triggered an alert and subsequent investigation, resulting in 3 possible incidents. Only one was determined critical and required investigation. Without the program, it would be impossible for the technology department to

keep up with those events and investigate the resulting alerts. The district, in partnership with the Collinsville Police Department, will be applying for the COPS SVPP grant for radio equipment for CHS and CMS. The radio equipment will improve radio connections between those schools, security officers and the police department. In June, district administrators will attend an AI training session with Joe Fatheree, who is a leader in AI for education space. The goal is to help develop AI policies and protocols for implementing and utilizing AI in district schools.

Budget Committee Update

10. Dr. Craft reported the Budget Committee met April 14, 2025 and discussed a number of topics. Some of those are on the agenda for this meeting including the purchase of 100 Chromebooks at a cost of $46,900 from the lease/levy fund; and the purchase of 100 Dell desktop computers at a cost of $73,423 from the technology capital outlay budget. Mr. DeWitte and Dr. Skertich reviewed a proposal to replace 454 desks, 100 stools and 674 chairs at CHS with a cost of $158,367. This is the first phase of an 8-year plan to replace furniture at CHS that is more than 25 years old, and additional purchases will be considered in the future. Mr. DeWitte discussed a proposal for LED lighting upgrades at the CHS gym. The work will cost $36,900, and installation will take place this summer. Mr. Robinson reviewed a proposal to increase a 10-month secretary position at CHS to a 12 month position, and shift job responsibilities to allow for a full-time athletic department secretary. Mr. Robinson said 22 new certified employees have already been hired for the 2025-26 school year. Mr. Robinson was commended for the excellent job he does in getting staffing needs met throughout the district. Dr. Craft said as far as the budget, a big unknown is how much money the district will be receiving from federal sources, and that will continue to be monitored.

    The next Budget Committee meeting will be on Monday, May 12, 2025 at 5:00 p.m.

Freedom of Information Requests

11. Mr. Peccola said the following Freedom of Information Requests had been received:

    (a) 2/26/25 Request from Rebecca Take for documents related to Caseyville playground. Complied 2/27/25.

    (b) 3/11/25 Request from Rebecca Take regarding documents pertaining to Caseyville School. Responded 3/11/25.

(c) 3/7//25 Request from Jeffrey Luffman for documents pertaining to hiring practices and communication. Responded 3/14/25.

(d) 3/25/25 Request from Rebecca Take for correspondence related to the Village of Caseyville. Complied 3/28/25.

(e) 3/31/25 Request from Jeffrey Luffman for information pertaining to legal counsel. Complied on 4/7/25 and amended on 4/22/25.

(f) 4/8/25 Request from Sara James for employee information. Complied 4/10/25.

(g) 4/9/25 Request from Elaine Nichols for employee information. Complied 4/10/15.

(h) 4/17/25 Request from Jeffrey Luffman for clarification on FOIA response and documents related to legal services. Responded 4/22/25.

(i) 4/21/25 Request from Sharmayne Soliman for employee information. Complied 4/22/25.

Approval of Minutes of Regular Meeting of 03/17/25 (Motion Passed)

12. A motion was made by Soehlke and seconded by Reulecke that the minutes listed below be approved. Motion passed unanimously on voice vote.
    - Regular Meeting – March 17, 2025
    - Closed Session – Regular Meeting – March 17, 2025

Approval of Minutes of Special Meeting of 03/31/25 (Motion Passed)

13. A motion was made by Soehlke and seconded by Hasamear that the minutes listed below be approved. Motion passed unanimously on voice vote.
    - Special Meeting – March 31, 2025
    - Closed Session – Special Meeting – March 31, 2025

Approval of Minutes of Special Meeting of 04/07/25 (Motion Passed)

14. A motion was made by Soehlke and seconded by Bronnbauer that the minutes listed below be approved. Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, abstain; Soehlke, yes; Peccola, yes; Bronnbauer, yes; Craft, yes.
    - Special Meeting – April 7, 2025
    - Closed Session – Special Meeting – April 7, 2025

Approval of Board Bills (Motion Passed)

15. A motion was made by Soehlke and seconded by Stutts that the Board bills for the Area Vocational Center Budget and the Unit 10 General Budget presented for payment on April 28, 2025, and attached to these minutes as Exhibit E-7 be approved and that the Treasurer be authorized to sign checks for same. Motion passed

on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Bronnbauer, yes; Craft, yes.

Approval of Monthly Financial Statements (Motion Passed)

16. A motion was made by Soehlke and seconded by Reulecke that the monthly financial statements for Collinsville Community Unit School District No. 10 and the Collinsville Area Vocational Center for March 2025, be approved and attached to these minutes as Exhibit E-8. Motion passed unanimously on voice vote.

Approval of Quote for Desktop Computers (Motion Passed)

17. A motion was made by Soehlke and seconded by Craft to approve the quote from Dell Technologies, as presented in Exhibit E-10.1, for the purchase of new GX7020 desktop computers. Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Bronnbauer, yes; Craft, yes.

Approval of Purchase of Chromebooks (Motion Passed)

18. A motion was made by Soehlke and seconded by Stutts to approve the quote from Trafera, as presented in Exhibit E-10.2, for the purchase of new Lenovo 14e Chromebooks. Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Bronnbauer, yes; Craft, yes.

Approval of IESA Dues for CMS and DIS (Motion Passed)

19. A motion was made by Soehlke and seconded by Bronnbauer to approve the 2025-26 IESA membership dues for Collinsville Middle School and Dorris Intermediate School, as presented in Exhibit E-10.3. Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Bronnbauer, yes; Craft, yes.

Approval to Establish Student Council at DIS (Motion Passed)

20. A motion was made by Soehlke and seconded by Reulecke to approve the formation of a Student Council at Dorris Intermediate School, with no stipend for the sponsor. Motion passed unanimously on voice vote.

Approval of CHS Fletcher Gym Lighting Upgrade (Motion Passed)

21. A motion was made by Soehlke and seconded by Hasamear to approve the quote from Alert Electric, Inc. for $36,900 to upgrade the lighting in the CHS Fletcher Gym. Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Bronnbauer, yes; Craft, yes.

Presentation of District Student and Parent

22. Mr. Brad Hyre shared a handbook revision summary and recommended revisions for the 2025-2026 Collinsville CUSD10

Handbook Revision Recommendations for the 2025-2026 School Year

Student and Parent Handbook. The revisions were developed by the CUSD10 Handbook Committee with input from the legal counsel for the Illinois Principals Association and legal counsel for the district. The revisions are being presented to the board for review, with approval to be on the agenda for the May 19 regular board meeting.

Closed Session (Motion Passed)

23. A motion was made by Soehlke and seconded by Reulecke that the Board adjourn to Closed Session to discuss appointment, employment, compensation, discipline, performance or dismissal of a specific employee or legal counsel for the public body, pursuant to 5 ILCS 120/2(c)(1); student disciplinary cases, pursuant to 5 ILCS 120/2(c)(9); and evidence or testimony presented to the Board regarding denial of admission to school events or property pursuant to 105 ILCS 5/24-24, provided that the Board prepares and makes available for public inspection a written decision setting forth its determinative reasoning, pursuant to 5 ILCS 120/2(c)(4.5). Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Bronnbauer, yes; Craft, yes. (7:09 p.m.)

Return to Open Session

24. The Regular Meeting returned to Open Session at 7:48 p.m. Those members present on roll call were: Hasamear, Reulecke, Stutts, Soehlke, Peccola, Bronnbauer and Craft.

Report on Closed Session Discussion

25. Mrs. Soehlke reported that during Closed Session the Board discussed the following:

    1. Appointment, employment, compensation, discipline, performance or dismissal of a specific employee or legal counsel for the public body, pursuant to 5 ILCS 120/2(c)(1);
    2. Student disciplinary cases, pursuant to 5 ILCS 120/2(c)(9); and
    3. Evidence or testimony presented to the Board regarding a denial of admission to school events or property, pursuant to 5 ILCS 5/24-24, provided that the Board prepares and makes available for public inspection a written decision setting forth its determinative reasoning, pursuant to 5 ILCS 120/2(c)(4.5)3.

Approval to Bar Individual from School Property and Activities

26. A motion was made by Soehlke and seconded by Reulecke that the Board of Education approve a resolution to bar Skylar Smiley from entering onto the Collinsville Community Unit School District No. 10 property, from attending all school related

(Motion Passed)

activities and events, whether home or away, for a period of one year from March 19, 2025 through and including March 18, 2026, unless he receives prior written permission from the Superintendent of Schools or his designee. Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Bronnbauer, yes; Craft, yes.

Approval of Resignations of Non-Certified Employees (Motion Passed)

27. A motion was made by Soehlke and seconded by Stutts to approve the resignations of the following non-certified employees. Motion passed unanimously on voice vote.

    Mayra Gonzalez, CMS Secretary, effective April 30, 2025;

    Sandra Hayes, Kreitner Bilingual Educational Assistant, effective April 4, 2025;

    Monica Keeney, CHS Building Monitor, effective April 7, 2025; and

    Linda Arnold, CHS Educational Assistant, retirement effective December 31, 2025.

Approval of Resignations of Certified Employees (Motion Passed)

28. A motion was made by Soehlke and seconded by Bronnbauer to approve the resignations of the following certified employees, effective at the end of the 2024-25 school year. Motion passed unanimously on voice vote.

    Julie Wilder, Caseyville Elementary teacher;
    Justin Morris, Kreitner Music teacher;
    Gage Peek, CHS Spanish teacher;
    Josh Adams, CHS Foods teacher; and
    Balam Bue, CMS English teacher.

Approval of Employment of Non-Certified Employees (Motion Passed)

29. A motion was made by Soehlke and seconded by Hasamear to approve the employment of the following non-certified employees, pending employment requirements. Motion passed unanimously on voice vote.

    Michelle Perkinson, CHS Building Monitor, effective August 11, 2025; and

    Yesenia Garcia, Kreitner Bilingual Educational Assistant, effective April 22, 2025.

Approval of Employment of Certified Employees (Motion Passed)

30. A motion was made by Soehlke and seconded by Reulecke to approve the employment of the following certified employees, effective with the 2025-26 school year, pending employment requirements. Motion passed unanimously on voice vote.

Krystine King, Elementary Special Education teacher; and
Madalynn Davis, District Elementary teacher.

Approval of Coaches (Motion Passed)

31. A motion was made by Soehlke and seconded by Bronnbauer to approve the following coaches for Collinsville High School. Motion passed unanimously on voice vote.

    Kylie Gagen, Assistant Girls Volleyball, Step 1;
    Elise Halbrooks, Assistant Girls Volleyball, Step 7;
    Grace Pierce, Varsity Dance, Step 2; and
    Colton Rhodes, Assistant Athletic Director, Step 1.

Approval of Employment of 2024-25 EPIC Summer Camp Program (Motion Passed)

32. A motion was made by Soehlke and seconded by Reulecke to approve the following certified employees for the 2024-25 EPIC Summer Camp program: Leslie Ramirez, Courtney Sockoch, Paola Meyer, and Steffiny Sweet. Motion passed unanimously on voice vote.

Approval of Employment For 2024-25 Extended School Year Summer School Program (Motion Passed)

33. A motion was made by Soehlke and seconded by Reulecke to approve the certified and non-certified employees, as shown in Exhibit E-13.7, for the 2024-25 Extended School Year Summer School program. Motion passed unanimously on voice vote.

Approval of Employment of 2024-25 CMS Summer School Program (Motion Passed)

34. A motion was made by Soehlke and seconded by Craft to approve the certified and non-certified employees, presented in Exhibit E-13.8 for the Collinsville Middle School Summer School program. Motion passed unanimously on voice vote.

Approval of Employment for the 2024-25 Elementary Summer School Program (Motion Passed)

35. A motion was made by Soehlke and seconded by Hasamear to approve the certified and non-certified employees, as presented in Exhibit E-13.9, for the 2024-25 Elementary Summer School program. Motion passed unanimously on voice vote.

Approval to Table Item 13.10 (Motion Passed)

36. A motion was made by Soehlke and seconded by Reulecke to approve tabling Item 13.10 regarding an increase in a secretarial position. Motion to table passed unanimously on voice vote.

Approval of Expulsion of

37. A motion was made by Soehlke and seconded by Craft that the

Student (Motion Passed)

Board expel the student named in Exhibit E-14.1 (24-25/13) for two years (April 28, 2025 through April 27, 2027) based on the Board's determination that the student engaged in egregious conduct and that the student's continued presence at school poses a threat to school safety of other students and staff and substantially disrupts the operation of the school. The Board further finds that given the severity of the student's misconduct, there are no other appropriate disciplinary interventions available and that the presence of the student at school will foster a culture that the student's behavior at school is acceptable or tolerated. Further that the student be considered for placement at an alternative school (pending space availability) whereby goals would have to be met in order to return to the Collinsville School District on April 28, 2027, under probation as prescribed by the administration. Motion passed on roll call vote as follows: Hasamear, yes; Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Bronnbauer, yes; Craft, yes.

Discussion re IASB Board Self-Evaluation

38. Mr. Peccola said the IASB has offered the district a free board self-evaluation. The board went through the self-evaluation process some years ago. After discussion, it was the consensus of the board that repeating the self-evaluation would not be of much benefit at this time. If things change, the board can always schedule one in the future.

Adjournment

39. There being no further business, Mr. Peccola declared the meeting adjourned at 8:00 p.m.

8.2. Approval of May 5, 2025 Board Minutes

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT NO. 10
COLLINSVILLE, ILLINOIS
Special Meeting, Monday, May 5, 2025

SUMMARY

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Audience Input
5. Declaration of Results of Board of Education Election
6. Board Members' Oath of Office
7. Recognition of Jeree Bronnbauer
8. Adjourn Sine Die

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT NO. 10
COLLINSVILLE, ILLINOIS
Special Meeting, Monday, May 5, 2025
6:00 p.m.

Call to Order	1. The Special Meeting of the Board of Education of Collinsville Community Unit School District No. 10 was held on the evening of Monday, May 5, 2025 at 6:00 p.m., at the Unit #10 Administrative Annex, 123 West Clay Street, Collinsville, Illinois.
Roll Call	2. Those members present were: Vicki Reulecke, Vice President; Michele Stutts; Jane Soehlke, Secretary; Gary Peccola, President; Dennis Craft, Treasurer; and Jennifer Hasamear. Absent was Jeree Bronnbauer.
Pledge of Allegiance	3. Mr. Peccola led those in attendance in reciting the Pledge of Allegiance.
Audience Input	4. Mr. Peccola provided an opportunity for public input, and no one sought to be recognized.
Declaration of Results of Board of Education Election (Motion Passed)	5. A motion was made by Soehlke and seconded by Reulecke to accept the Board of Education election results as presented in Exhibit E-5, and that the results be made official, and that the following individuals be declared the winners of the election with terms beginning May 5, 2025: Gary A. Peccola, Lori A. Billy, Jennifer K. Hasamear. Motion passed on roll call vote as follows: Reulecke, yes; Stutts, yes; Soehlke, yes; Peccola, yes; Bronnbauer, absent; Craft, yes; Hasamear, yes.
Board Members' Oath of Office	6. Mrs. Reulecke administered the oath of office which was repeated in unison by Ms. Billy, Mrs. Hasamear and Mr. Peccola, and they were seated as board members.
Recognition of Jeree Bronnbauer	7. Mr. Peccola said Mrs. Bronnbauer was unable to be at the meeting, but the board would like to recognize her for her four years as a board member. Her time and dedication to the district and the children of Unit 10 is greatly appreciated. Mrs. Bronnbauer will receive a plaque and gift in recognition of her service.
Adjourn Sine Die	8. Mr. Peccola declared this Board of Education adjourned Sine Die at 6:07 p.m.

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT NO. 10
COLLINSVILLE, ILLINOIS
Special Meeting for Reorganization
Monday, May 5, 2025

SUMMARY

1. Call to Order
2. Roll Call
3. Audience Input
4. Election of Board President
5. Election of Vice President
6. Election of Secretary
7. Election of Treasurer
8. Approval of Date, Time and Place of Regular Meetings
9. Approval of Depositories (2025-2026)
10. Adjournment

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT NO. 10
COLLINSVILLE, ILLINOIS
Special Meeting for Reorganization
Monday, May 5, 2025
6:10 p.m.

Call to Order

1. A Special Meeting for Reorganization was held by the Board of Education of Collinsville Community Unit School District No. 10 on the evening of Monday, May 5, 2025 at 6:10 p.m., at the Unit #10 Administrative Annex, 123 West Clay Street, Collinsville, Illinois. The meeting was called to order by Dr. Brad Skertich, President Pro Tem.

Roll Call

2. Those members present were: Vicki Reulecke, Michele Stutts, Jane Soehlke, Gary Peccola, Lori Billy, Dennis Craft and Jennifer Hasamear.

Audience Input

3. Dr. Skertich provided an opportunity for public input, and no one sought to be recognized.

Election of Board President

4. Dr. Skertich called for nominations for the office of President. Dr. Craft nominated Mr. Peccola. There were no further nominations. Dr. Skertich declared Mr. Peccola to hold the office of President by acclamation.

Election of Vice President

5. Mr. Peccola called for nominations for the office of Vice President. Dr. Craft nominated Mrs. Soehlke. There were no further nominations. Mr. Peccola declared Mrs. Soehlke to hold the office of Vice President by acclamation.

Election of Secretary

6. Mr. Peccola called for nominations for the office of Secretary. Dr. Craft nominated Mrs. Reulecke. There were no further nominations. Mr. Peccola declared Mrs. Reulecke to hold the office of Secretary by acclamation.

Election of Treasurer

7. Mr. Peccola called for nominations for the office of Treasurer. Mrs. Reulecke nominated Dr. Craft. There were no further nominations. Mr. Peccola declared Dr. Craft to hold the office of Treasurer by acclamation.

Approval of Date, Time and Place of Regular Meetings (Motion Passed)

8. A motion was made by Reulecke and seconded by Hasamear that the Board of Education of Collinsville Community Unit School District #10 meet the third Monday of each month at 6:30 p.m. at the Administrative Annex, 123 West Clay Street, Collinsville, Illinois with exceptions as noted in Exhibit E-8.1. Motion passed unanimously on voice vote.

Approval of Depositories (2025-2026) (Motion Passed)

9. A motion was made by Reulecke and seconded by Craft that the depositories for school funds be: Busey Bank, FCB Bank, Illinois School District Liquid Asset Fund Plus (ISDLAF+), Illinois Public Treasurer's Investment Pool, PMA Financial Network, First National Bank of Waterloo, and Collinsville Building and Loan. Motion passed unanimously on voice vote.

Adjournment

10. There being no further business, Mr. Peccola declared the meeting adjourned at 6:12 p.m.

8.3. Approval of May 12, 2025 Board Minutes

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT NO. 10
COLLINSVILLE, ILLINOIS
Special Meeting, Monday, May 12, 2025

SUMMARY

1. Call to Order
2. Roll Call
3. Audience Input
4. Closed Session
5. Return to Open Session
6. Report on Closed Session Discussion
7. Approval of Resignations of Non-Certified Employees
8. Approval of Resignation of Certified Employee
9. Approval of Resignations of Coaches
10. Approval of Employment of Non-Certified Employees
11. Approval of Employment of Certified Employees
12. Approval of CHS 2024-25 Summer Program Employment Recommendations
13. Approval of Re-Employment of Relief Aides
14. Approval of Expulsion of Student
15. Adjournment

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT NO. 10
COLLINSVILLE, ILLINOIS
Special Meeting, Monday, May 12, 2025
6:09 p.m.

Call to Order

1. A Special Meeting was held by the Board of Education of Collinsville Community Unit School District No. 10 on Monday, May 12, 2025 at 6:09 p.m., at the Unit #10 Administrative Annex, 123 W. Clay Street, Collinsville, Illinois.

Roll Call

2. Those members present were: Vicki Reulecke, Secretary; Gary Peccola, President; Dennis Craft, Treasurer; and Jane Soehlke, Vice President. Absent were: Lori Billy; Jennifer Hasamear; and Michele Stutts.

Audience Input

3. Mr. Peccola provided an opportunity for public input, and no one sought to be recognized.

Closed Session (Motion Passed)

4. A motion was made by Reulecke and seconded by Soehlke that the Board adjourn to Closed Session to discuss appointment, employment, compensation, discipline, performance or dismissal of specific employees or legal counsel for the public body, pursuant to 5 ILCS 120/2(c)(1); and student disciplinary cases, pursuant to 5 ILCS 120/2(c)(9). Motion passed on roll call vote as follows: Reulecke, yes; Peccola, yes; Billy, absent; Hasamear, absent; Stutts, absent; Craft, yes; Soehlke, yes. (6:11 p.m.)

Return to Open Session

5. The Special Meeting returned to Open Session at 6:16 p.m. Those members present on roll call were: Reulecke, Peccola, Craft and Soehlke. Absent were: Billy, Hasamear and Stutts.

Report on Closed Session Discussion

6. Mrs. Reulecke reported that during Closed Session the Board discussed the following:
   1. Appointment, employment, compensation, discipline, performance or dismissal of a specific employee or legal counsel for the public body, pursuant to 5 ILCS 120/2(c)(1); and
   2. Student disciplinary cases, pursuant to 5 ILCS 120/2(c)(9).

Approval of Resignations of Non-Certified Employees (Motion Passed)

7. A motion was made by Reulecke and seconded by Soehlke to approve the resignations of the following non-certified employees. Motion passed unanimously on voice vote.

   Edelmira Cortes, Caseyville Relief Aide, effective April 30, 2025;

   Ruby Cortez Ortiz, CMS Bilingual Educational Assistant, effective May 16, 2025; and

   Concepcion Oseguera, Renfro Relief Aide, effective at the end of

the 2024-25 school year.

Approval of Resignation of Certified Employee (Motion Passed)

8. A motion was made by Reulecke and seconded by Craft to approve the resignation of Adriana Ochoa, District English Language Learning Coordinator, effective the end of the 2024-25 school year. Motion passed unanimously on voice vote.

Approval of Resignations of Coaches (Motion Passed)

9. A motion was made by Reulecke and seconded by Soehlke to approve the resignations of the following Collinsville High School coaches, effective the end of the 2024-25 season: Cory Snyder, Assistant Football; and Darin Lee, Head Basketball. Motion passed unanimously on voice vote.

Approval of Employment of Non-Certified Employees (Motion Passed)

10. A motion was made by Reulecke and seconded by Craft to approve the employment of the following non-certified employees, pending employment requirements. Motion passed unanimously on voice vote.

    Yoni Cleemput, DIS Educational Assistant, effective August 11, 2025; and

    Erica Varner, CMS Secretary Class IV, effective May 12, 2025.

Approval of Employment of Certified Employees (Motion Passed)

11. A motion was made by Reulecke and seconded by Soehlke to approve the employment of the following certified employees, effective with the 2025-26 school year, pending employment requirements. Motion passed unanimously on voice vote.

    Addison Mays, District Music teacher;
    Samantha Tooley, CHS Spanish teacher; and
    Susan Smith, CHS Foods teacher.

Approval of CHS 2024-25 Summer Program Employment Recommendations (Motion Passed)

12. A motion was made by Reulecke and seconded by Craft to approve the employment of the following certified personnel for the Collinsville High School 2024-25 Summer Program, effective May 27, 2025, as shown in Exhibit E-5.6. Motion passed unanimously on voice vote.

Approval of Re-Employment of Relief Aides (Motion Passed)

13. A motion was made by Reulecke and seconded by Soehlke to approve the re-employment of relief aides, as presented in Exhibit E-5.7. Motion passed unanimously on voice vote.

Approval of Expulsion of Student (Motion Passed)

14. A motion was made by Reulecke and seconded by Craft that the Board expel the student named in Exhibit E-6.1 (24-25/14) for two years (May 12, 2025 through May 11, 2027), based on the Board's determination that the student engaged in egregious conduct and that the student's continued presence at school poses

a threat to school safety of other students and staff and substantially disrupts the operation of the school. The Board further finds that given the severity of the student's misconduct, there are no other appropriate disciplinary interventions available and that the presence of the student at school will foster a culture that the student's behavior at school is acceptable or tolerated. Further that the student be considered for placement at an alternative school (pending space availability), whereby goals would have to be met in order to return to the Collinsville School District on May 12, 2027, under probation as prescribed by the administration. Motion passed on roll call vote as follows: Reulecke, yes; Peccola, yes; Billy, absent; Hasamear, absent; Stutts, absent; Craft, yes; Soehlke, yes.

Adjournment

15. There being no further business, Mr. Peccola declared the meeting adjourned at 6:20 p.m.

9. **Approval of Board Bills for May 2025**

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION / QUICK KEY	PO NUMBER	BATCH	BANK	DESCRIPTION / DISC AMT / ADJUSTMENT DESCRIPTION / ACCOUNT LEVEL DESCRIPTION	1099	LQ	S	INV DATE	DUE DATE	C	NET AMOUNT / FY / ADJ AMT / CHECK NBR / INVOICE AMOUNT / LQ / QTY / LINE AMOUNT / ACCT AMOUNT
3D MOLEC000	3D MOLECULAR DESIGNS	5-4019	0102500167	05502025	AP	AP Biology 2		B		04/22/2025	04/22/2025	R	$438.00
								24-25					$438.00
	100	AAASK-06 Amino Acid Starter kit						F		1.00			$438.00
	10E018 1130 4100 00 000000					CHS SCIENCE SUPPLIES							$438.00
						NUMBER OF INVOICES: 1							**$438.00**
A & H ME000	A & H MECHANICAL	085410	0000000000	05502025	AP	DRAIN LINE SUMMIT		B		04/08/2025	04/22/2025	R	$1,010.00
								24-25					$1,010.00
	20E008 2540 3230 29 000000					REP/MAINT SVC SUMMIT							$1,010.00
A & H ME000	A & H MECHANICAL	085459	0000000000	05502025	AP	WORK AT KREITNER BACKFLOW LEAKING		B		04/07/2025	04/22/2025	R	$5,340.00
								24-25					$5,340.00
	20E008 2540 3230 25 000000					REP/MAINT SVC KREITNER							$5,340.00
						NUMBER OF INVOICES: 2							**$6,350.00**
ABC SUPP000	ABC SUPPLY COMPANY	4015800	0000000000	05502025	AP	AVC HOUSE		B		05/02/2025	05/13/2025	R	$11.65
								24-25					$11.65
	10A001 1710 0011 00 000000					VOC Lot 1Tanglewood							$11.65
						NUMBER OF INVOICES: 1							**$11.65**
AEP ENER000	AEP ENERGY	300770359105052025	0000000000	05502025	AP	ELECTRICITY ADMIN		B		05/05/2025	04/22/2025	R	$472.31
								24-25					$472.31
	20E007 2540 4660 01 000000					ELECTRICITY ADMIN BLDG & ANNEX							$472.31
AEP ENER000	AEP ENERGY	300770362504212025	0000000000	05502025	AP	CHS ELECTRICITY		B		04/21/2025	04/22/2025	R	$28,611.03
								24-25					$28,611.03
	20E007 2540 4660 22 000000					ELECTRICITY HS							$28,611.03
AEP ENER000	AEP ENERGY	300770363604232025	0000000000	05502025	AP	ELECTRIC DIS		B		04/23/2025	04/22/2025	R	$7,297.25
								24-25					$7,297.25

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION	PO NUMBER / BATCH / BANK / DISC AMT / QUICK KEY	DESCRIPTION / ADJUSTMENT DESCRIPTION / ACCOUNT LEVEL DESCRIPTION	LQ S / FY / LQ	INV DATE / ADJ AMT / QTY	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
AEP ENER000	AEP ENERGY	300770363604232025	******CONTINUED******						
	20E007 2540 4660 33 000000			ELECTRICITY DORRIS					$7,297.25
AEP ENER000	AEP ENERGY	300770364705052025	0000000000 05502025 AP	ELECTRICITY JEFFERSON	B 24-25	05/05/2025	04/22/2025	R	$143.52 $143.52
	20E007 2540 4660 24 000000			ELECTRICITY JEFFERSON					$143.52
AEP ENER000	AEP ENERGY	300770366904212025	0000000000 05502025 AP	CMS CROSSWALK	B 24-25	04/21/2025	04/22/2025	R	$46.40 $46.40
	20E007 2540 4660 27 000000			ELECTRICITY MS					$46.40
AEP ENER000	AEP ENERGY	300770368104242025	0000000000 05502025 AP	ELECTRIC KREITNER	B 24-25	04/24/2025	04/22/2025	R	$62.29 $62.29
	20E007 2540 4660 25 000000			ELECTRICITY KREITNER					$62.29
AEP ENER000	AEP ENERGY	300770369205052025	0000000000 05502025 AP	ANNEX ELECTRIC	B 24-25	05/05/2025	04/22/2025	R	$803.04 $803.04
	20E007 2540 4660 01 000000			ELECTRICITY ADMIN BLDG & ANNEX					$803.04
AEP ENER000	AEP ENERGY	300770370404142025	0000000000 05502025 AP	HH ELECTRIC	B 24-25	04/14/2025	04/22/2025	R	$735.76 $735.76
	20E007 2540 4660 23 000000			ELECTRICITY HOLLY HGTS					$735.76
				NUMBER OF INVOICES: 8					**$38,171.60**
AGRICYCL000	AGRICYCLE	INV321314	0000000000 05502025 AP	CHS SPORTS COMPLEX WORK	B 24-25	04/28/2025	04/22/2025	R	$17,725.00 $17,725.00
	60E001 2533 5300 22 000000			CHS SPORTS COMPLEX					$17,725.00
				NUMBER OF INVOICES: 1					**$17,725.00**
ALL SYST000	ALL SYSTEMS IRRIGATION	INVOICE04222025	0000000000 05502025 AP	WORK AT CMS SOFTBALL FIELD	B 24-25	04/22/2025	04/22/2025	R	$1,260.00 $1,260.00
	20E008 2540 3230 27 000000			REP/MAINT SVC MS					$1,260.00

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF / CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION	PO NUMBER / QUICK KEY	BATCH / DISC AMT / ACCOUNT LEVEL DESCRIPTION	BANK / DESCRIPTION / ADJUSTMENT DESCRIPTION / 1099	LQ / FY / LQ	S / INV DATE / ADJ AMT / QTY	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
					NUMBER OF INVOICES: 1					**$1,260.00**
ALPHA SU000	ALPHA SUPPLY CORP	175287	0000000000	05512025 AP	ADMIN MAINT SUPPLIES		B 05/08/2025	05/13/2025	R	$364.00
						24-25				$364.00
	20E008 2540 4100 01 000000		01	MAINT SUPPLIES ADMIN BLDG						$364.00
					NUMBER OF INVOICES: 1					**$364.00**
ALTHOFF 000	ALTHOFF HIGH SCHOOL	CHSBVB 04112025	0000000000	05502025 AP	CHS BOYS VB ENTRY FEE		B 04/11/2025	04/22/2025	R	$300.00
						24-25				$300.00
	10E045 1500 6410 22 000000			HS BOYS TOURNEY ENTRY FEES						$300.00
					NUMBER OF INVOICES: 1					**$300.00**
AMAZON S000	AMAZON SPEC ED	11CQ99R6JR6M	0062500233	05502025 AP	Purchased on-line		B 05/01/2025	04/22/2025	A	$64.92
						24-25				$64.92
	100	Motivational Wall Decor, Set of 6				F	1.00			$18.90
	10E003 2410 4110 23 000000			HOLLEYWOOD HEIGHTS PBIS						$18.90
	110	Set of 6 Motivational Wall Decor Posters				F	1.00			$16.05
	10E003 2410 4110 23 000000			HOLLEYWOOD HEIGHTS PBIS						$16.05
	120	Decorably 15 Groovy Motivational Posters for Classroom				F	1.00			$9.99
	10E003 2410 4110 23 000000			HOLLEYWOOD HEIGHTS PBIS						$9.99
	130	Blulu 2 Pack Motivational Classroom Banner Poster				F	1.00			$9.99
	10E003 2410 4110 23 000000			HOLLEYWOOD HEIGHTS PBIS						$9.99
	140	Decorably 112 Pcs. Cutouts Boho Rainbow Theme				F	1.00			$9.99
	10E003 2410 4110 23 000000			HOLLEYWOOD HEIGHTS PBIS						$9.99
AMAZON S000	AMAZON SPEC ED	179R7H76L643	0062500224	05502025 AP	Purchased on-line		B 05/01/2025	04/22/2025	A	$157.32
						24-25				$157.32
	100	Citylife 1.3 QT 10 Pack Small Storage Bins				F	1.00			$26.22

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION / QUICK KEY	PO NUMBER	BATCH	BANK	DESCRIPTION / DISC AMT / ADJUSTMENT DESCRIPTION / ACCOUNT LEVEL DESCRIPTION	1099	LQ	S	INV DATE / FY / ADJ AMT	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
AMAZON S000	AMAZON SPEC ED	179R7H76L643 ******CONTINUED******												
	10E037 2110 4100 00 000000													$26.22
	110	Learning Resources Peekaboo Learning Farm, 10 Pieces						F		2.00				$18.68
	10E037 2110 4100 00 000000													$18.68
	120	Learning Resources Sorting Surprise Picnic Baskets						F		1.00				$14.32
	10E037 2110 4100 00 000000													$14.32
	130	Learning Resources Big Feelings Nesting Fruit Friends						F		1.00				$7.47
	10E037 2110 4100 00 000000													$7.47
	140	The Feeling Book						F		1.00				$6.39
	10E037 2110 4100 00 000000													$6.39
	150	Cardinal Economy 3-Ring Binders, 1", White, Carton of 12						F		1.00				$30.12
	10E037 2110 4100 00 000000													$30.12
	160	Sensory Chew Toys for Autistic Children, 4 Pack, P Shape						F		1.00				$6.78
	10E037 2110 4100 00 000000													$6.78
	170	Flyaway Sensory Chew Toys for Autistic Children 4 Pack						F		1.00				$7.63
	10E037 2110 4100 00 000000													$7.63
	180	Learning Resources Counting Surprise Party						F		1.00				$19.19
	10E037 2110 4100 00 000000													$19.19
	190	Learning Resources Farmer's Market Color Sorting Set						F		1.00				$21.24
	10E037 2110 4100 00 000000													$21.24
	200	Promotion applied						F		1.00				$-0.72
	10E037 2110 4100 00 000000													$-0.72
AMAZON S000	AMAZON SPEC ED	1G4F7WC7K614	0062500218	05502025	AP	Purchased on-line			B	05/01/2025	04/22/2025	A		$163.97
								24-25						$163.97
	100	Learning Resources Pop for Sight Words Bundle						F		1.00				$15.99

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION / QUICK KEY	PO NUMBER / DISC AMT / ACCOUNT LEVEL DESCRIPTION	BATCH	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION	1099	LQ / FY / LQ	S	INV DATE / ADJ AMT / QTY	DUE DATE	CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
AMAZON S000	AMAZON SPEC ED	1G4F7WC7K614	******CONTINUED******											
	10E021 1220 4100 00 250000		IDEA FLO THRU-SUPPLIES											$15.99
	110	Contender Time 2-Play Blue and Green Play Table						F		1.00				$147.98
	10E021 1220 4100 00 250000		IDEA FLO THRU-SUPPLIES											$147.98
AMAZON S000	AMAZON SPEC ED	1G9V4WGTJYW6	0062500230	05502025	AP	Purchased on-line			B	05/01/2025	04/22/2025	A		$221.47
								24-25						$221.47
	100	Amazon Basics Disinfecting Wipes, 4 Pack						F		3.00				$33.39
	10E003 2410 4110 23 000000		HOLLEYWOOD HEIGHTS PBIS											$33.39
	110	Crayola Crayons Bulk, 24 packs						F		1.00				$39.54
	10E003 2410 4100 23 000000		HOLLY HGTS PRINC OFF SUPPLIES											$39.54
	120	Crayola Washable Paint, 12 ct, Bulk Paint Set for Kids						F		1.00				$49.19
	10E003 2410 4110 23 000000		HOLLEYWOOD HEIGHTS PBIS											$49.19
	130	EXPO Low Odor Dry Erase Markers, Chisel Tip, 36 Count						F		1.00				$23.99
	10E003 2410 4110 23 000000		HOLLEYWOOD HEIGHTS PBIS											$23.99
	140	Snowflake-Snow Blue-Silver Party Decoration Garland						F		2.00				$23.98
	10E003 2410 4110 23 000000		HOLLEYWOOD HEIGHTS PBIS											$23.98
	150	Paper Lanterns Decorative						F		2.00				$27.42
	10E003 2410 4110 23 000000		HOLLEYWOOD HEIGHTS PBIS											$27.42
	160	2 Pack Hot Pink Backdrop Curtains						F		2.00				$11.98
	10E003 2410 4110 23 000000		HOLLEYWOOD HEIGHTS PBIS											$11.98
	170	2 Pack Foil Curtain Backdrop Purple Metallic Tinsel Curtain						F		2.00				$11.98
	10E003 2410 4110 23 000000		HOLLEYWOOD HEIGHTS PBIS											$11.98
AMAZON S000	AMAZON SPEC ED	1HY6HD43GVND	0062500231	05502025	AP	Purchased on-line			B	05/01/2025	04/22/2025	A		$129.60
								24-25						$129.60
	100	Glue Dots						F		3.00				$13.41
	10E003 2410 4110 23 000000		HOLLEYWOOD HEIGHTS PBIS											$13.41

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION / QUICK KEY	PO NUMBER	BATCH	BANK	DESCRIPTION / DISC AMT / ADJUSTMENT DESCRIPTION / ACCOUNT LEVEL DESCRIPTION	1099	LQ	S	INV DATE	DUE DATE	C	NET AMOUNT / FY / ADJ AMT / CHECK NBR / INVOICE AMOUNT / QTY / LINE AMOUNT / ACCT AMOUNT
AMAZON S000	AMAZON SPEC ED	1HY6HD43GVND ******CONTINUED******											
	110	Post-It Super Sticky Notes 3x3, Purple						F		1.00			$10.23
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$10.23
	120	Ultron 3 Pcs Small Spiral Notebook 5x7						F		3.00			$23.97
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$23.97
	130	PaperMate Profile Retractable Ballpoint Pens, Purple, 12 Ct.						F		3.00			$31.02
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$31.02
	140	IRIS USA 25 Qt. Clear Storage Box, 4 Pack						F		1.00			$34.99
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$34.99
	150	Play-Doh Bulk 10-Pack Case of Asst. Colors						F		2.00			$15.98
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$15.98
AMAZON S000	AMAZON SPEC ED	1JYHVRN1FJ46	0062500226	05502025	AP	Purchased on-line			B	05/01/2025	04/22/2025	A	$194.24
								24-25					$194.24
	100	Acrylic Paint Set 76 Pcs of 64 Colors						F		1.00			$32.99
	10E021 1220 4100 00 250000					IDEA FLO THRU-SUPPLIES							$32.99
	110	Dabo & Shobo 48 Colors Permanent Markers						F		1.00			$15.59
	10E021 1220 4100 00 250000					IDEA FLO THRU-SUPPLIES							$15.59
	120	Racetop Disposable Paper Bathroom Cups, 500 pack, 3 oz.						F		1.00			$16.99
	10E021 1220 4100 00 250000					IDEA FLO THRU-SUPPLIES							$16.99
	130	Colorations Lightweight Construction Paper, 500 sheets						F		1.00			$15.99
	10E021 1220 4100 00 250000					IDEA FLO THRU-SUPPLIES							$15.99
	140	Outus 300 Sheets 3 Sizes Watercolor Paper Bulk						F		1.00			$29.99
	10E021 1220 4100 00 250000					IDEA FLO THRU-SUPPLIES							$29.99
	150	Keppi 1200 pcs Plastic Gloves						F		1.00			$16.79
	10E021 1220 4100 00 250000					IDEA FLO THRU-SUPPLIES							$16.79
	160	Vplus 100% Compostable Small Paper Plates, 300 Pack, 6"						F		1.00			$24.49

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION / QUICK KEY	PO NUMBER	BATCH	BANK	DESCRIPTION / DISC AMT / ADJUSTMENT DESCRIPTION / ACCOUNT LEVEL DESCRIPTION	1099	LQ	S	INV DATE	DUE DATE	C	NET AMOUNT / INVOICE AMOUNT / FY / ADJ AMT / CHECK NBR / LINE AMOUNT / QTY / ACCT AMOUNT
AMAZON S000	AMAZON SPEC ED	1JYHVRN1FJ46	******CONTINUED******										
	10E021 1220 4100 00 250000					IDEA FLO THRU-SUPPLIES							$24.49
	170	Sharpie Permanent Markers Bulk Set, Black, 36 Count, Fine Tip						F		1.00			$17.97
	10E021 1220 4100 00 250000					IDEA FLO THRU-SUPPLIES							$17.97
	180	Sharpie Oil-Based Paint Markers, Medium Pt., White, 2 Pack						F		1.00			$5.45
	10E021 1220 4100 00 250000					IDEA FLO THRU-SUPPLIES							$5.45
	190	Crayola Model Magic White, 2 lb Bucket						F		1.00			$17.99
	10E021 1220 4100 00 250000					IDEA FLO THRU-SUPPLIES							$17.99
AMAZON S000	AMAZON SPEC ED	1LGN9HDKGCNW	0062500234	05502025	AP	Purchased on-line			B	05/01/2025	04/22/2025	A	$112.29
								24-25					$112.29
	100	The Graffiti Art Coloring Book, Volume 1						F		1.00			$8.99
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$8.99
	110	Hasbro Gaming Connect 4						F		1.00			$8.99
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$8.99
	120	inifus 22 Pcs Paint Tray Palettes for Kids						F		1.00			$9.99
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$9.99
	130	Crazy Aaron's Thinking Putty						F		1.00			$14.95
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$14.95
	140	Crazy Aaron's Thinking Putty - Playful Puppy						F		1.00			$14.95
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$14.95
	150	EXPO Dry Erase Markers, Asst. Colors, 16 Ct.						F		1.00			$11.96
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$11.96
	160	Silicone Magnetic Fidget Slider Toys						F		1.00			$14.99
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$14.99
	170	Sensory Fidget Toys Kids, 8 Pack Textured Suction Toys						F		1.00			$9.48
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$9.48

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF / CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION / QUICK KEY	PO NUMBER	BATCH	BANK	DESCRIPTION / DISC AMT / ADJUSTMENT DESCRIPTION / ACCOUNT LEVEL DESCRIPTION	1099	LQ	S	INV DATE	DUE DATE	C	NET AMOUNT / FY / ADJ AMT / CHECK NBR / INVOICE AMOUNT / QTY / LINE AMOUNT / ACCT AMOUNT
AMAZON S000	AMAZON SPEC ED	1LGN9HDKGCNW	******CONTINUED******										
	180	200 Sheets Arts Craft Paper for Drawing 12"x17", White						F		1.00			$17.99
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$17.99
AMAZON S000	AMAZON SPEC ED	1QLCC7XKHVDN	0062500235	05502025	AP	Purchased on-line			B	05/01/2025	04/22/2025	A	$139.98
								24-25					$139.98
	100	Wet Erase Markers, 36 Colors Whiteboard Markers						F		1.00			$17.99
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$17.99
	110	Sterilite Art Furniture and Storage, White - 2Pk						F		1.00			$25.88
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$25.88
	120	BIC Velocity Strong Lead Mechanical Pencils, 5-Count Pack						F		1.00			$7.27
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$7.27
	130	Safety Magnets Behavior Management Poster for Classroom						F		1.00			$8.99
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$8.99
	140	Clipboards, 36 Pack Hardboard Office Clipboards						F		1.00			$36.87
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$36.87
	150	Decorative Bulletin Board Borders Set, 16 Rolls						F		1.00			$35.99
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$35.99
	160	24 Pads Sticky Notes 1.5x2, 8 Colors						F		1.00			$6.99
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS							$6.99
AMAZON S000	AMAZON SPEC ED	1TMGXVHJG1TC	0062500223	05502025	AP	Purchased on-line			B	05/01/2025	04/22/2025	A	$147.69
								24-25					$147.69
	100	Texas Instruments TI-30X IIS Scientific Calculator Teacher Kit - 10 Pack						F		1.00			$147.69
	10E021 1220 4100 00 250000					IDEA FLO THRU-SUPPLIES							$147.69

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AMAZON S000	AMAZON SPEC ED	1V6C7MQYGVG1	0062500219	05502025	AP	Purchased on-line			B	05/01/2025	04/22/2025	A
								24-25				$43.32
												$43.32
	100	Kleenex Ultra Soft Facial Tissues, 8 Flat Boxes						F	2.00			$43.32
	10E021 1220 4100 00 250000					IDEA FLO THRU-SUPPLIES						$43.32
AMAZON S000	AMAZON SPEC ED	1V6C7MQYHLH6	0062500232	05502025	AP	Purchased on-line			B	05/01/2025	04/22/2025	A
								24-25				$135.31
												$135.31
	100	Gatorade Fruit Punch, 12 Pack						F	2.00			$15.96
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS						$15.96
	110	Gatorade Thirst Quencher, Orange, 12 Pack						F	2.00			$15.96
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS						$15.96
	120	Gatorade Thirst Quencher, Frost Glacier Freeze, 12 Pack						F	2.00			$15.96
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS						$15.96
	130	Cheez-it Cheese Crackers, 40 Packs						F	1.00			$19.72
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS						$19.72
	140	Frito Lay Bold Mix Variety Pack, Pack of 35						F	1.00			$23.13
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS						$23.13
	150	Frito Lay Fun Times Mix Variety Pack, Pack of 40						F	1.00			$22.43
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS						$22.43
	160	Frito Lay Flamin' Hot Mix, Pack of 40						F	1.00			$22.15
	10E003 2410 4110 23 000000					HOLLEYWOOD HEIGHTS PBIS						$22.15
AMAZON S000	AMAZON SPEC ED	1VXR3PFNLKCG	0062500215	05502025	AP	Purchased On-line			B	05/01/2025	04/22/2025	A
								24-25				$104.82
												$104.82
	110	Toddler Kitchen Set, 6 Piece Cooking Set						F	1.00			$27.09
	10E021 2150 4100 00 250000					IDEA FLO THRU-SPEECH SUPPLIES						$27.09
	120	Learning Resources Spike The Fine Motor Hedgehog						F	1.00			$9.49

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AMAZON S000	AMAZON SPEC ED	1VXR3PFNLKCG	******CONTINUED******								
	10E021 2150 4100 00 250000		IDEA FLO THRU-SPEECH SUPPLIES								$9.49
	130	Battat - Car & Color Sorting Playset				F	1.00				$14.95
	10E021 2150 4100 00 250000		IDEA FLO THRU-SPEECH SUPPLIES								$14.95
	140	Melissa & Doug Ice Cream Wooden Magnetic Puzzle Play Set, 16 Pieces				F	1.00				$11.31
	10E021 2150 4100 00 250000		IDEA FLO THRU-SPEECH SUPPLIES								$11.31
	150	Honoson 8 Pieces Recordable Answer Buzzers Button Game				F	1.00				$24.99
	10E021 2150 4100 00 250000		IDEA FLO THRU-SPEECH SUPPLIES								$24.99
	160	Pop Up Toy Multicolor Puppets				F	1.00				$16.99
	10E021 2150 4100 00 250000		IDEA FLO THRU-SPEECH SUPPLIES								$16.99
AMAZON S000	AMAZON SPEC ED	1VXXC7MWKD63	0062500225 05502025 AP		Purchased on-line	B		05/01/2025	04/22/2025	A	$151.33
						24-25					$151.33
	100	Calming Blue Better Than Paper Bulletin Board Roll				F	1.00				$18.97
	10E021 1220 4100 00 250000		IDEA FLO THRU-SUPPLIES								$18.97
	110	24 Pack Mini Slow Rise Stress Cube				F	1.00				$24.95
	10E021 1220 4100 00 250000		IDEA FLO THRU-SUPPLIES								$24.95
	120	Teacher Created Resources Everyone is Welcome 4" Block Letters				F	1.00				$16.09
	10E021 1220 4100 00 250000		IDEA FLO THRU-SUPPLIES								$16.09
	130	Teacher Created Resources Everyone is Welcome 7" Fun Font Letters				F	1.00				$17.16
	10E021 1220 4100 00 250000		IDEA FLO THRU-SUPPLIES								$17.16
	140	Teacher Created Resources Everyone is Welcome Number Line				F	1.00				$14.99
	10E021 1220 4100 00 250000		IDEA FLO THRU-SUPPLIES								$14.99
	150	Sand Timer Colorful Hourglass Sandglass Timer, Pack of 6				F	1.00				$16.99
	10E021 1220 4100 00 250000		IDEA FLO THRU-SUPPLIES								$16.99
	160	Goo Gone Original Liquid, 8 oz.				F	1.00				$12.75
	10E021 1220 4100 00 250000		IDEA FLO THRU-SUPPLIES								$12.75

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AMAZON S000	AMAZON SPEC ED	1VXXC7MWKD63	******CONTINUED******								
	170	Fidget Toys Adults Sensory Stones, 12 Pack				F		1.00			$14.44
	10E021 1220 4100 00 250000		IDEA FLO THRU-SUPPLIES								$14.44
	180	Heavy Duty Magnets for Crafts, 100 pcs, .7x.2				F		1.00			$14.99
	10E021 1220 4100 00 250000		IDEA FLO THRU-SUPPLIES								$14.99
AMAZON S000	AMAZON SPEC ED	1XTXHPXMMHKX	0062500222 05502025 AP	Purchased on-line			B	05/01/2025	04/22/2025	A	$61.57
						24-25					$61.57
	100	Sticky Notes 1.5x2, Bright Colors, 24 Pack				F		1.00			$7.99
	10E021 1220 4100 00 250000		IDEA FLO THRU-SUPPLIES								$7.99
	110	16 Pack Sticky Notes 3x3, Self-Stick Bright Colors				F		1.00			$7.64
	10E021 1220 4100 00 250000		IDEA FLO THRU-SUPPLIES								$7.64
	120	Junkin 32 Pcs Star Student Certificate Award Wristbands				F		1.00			$9.99
	10E021 1220 4100 00 250000		IDEA FLO THRU-SUPPLIES								$9.99
	130	Classroom Headphones Bulk 24 Pack				F		1.00			$35.95
	10E021 1220 4100 00 250000		IDEA FLO THRU-SUPPLIES								$35.95
AMAZON S000	AMAZON SPEC ED	1Y9F149WGG3Q	0062500236 05502025 AP	Purchased on-line			B	05/01/2025	04/22/2025	A	$129.86
						24-25					$129.86
	100	Playbees Color Changing Therapy Putty, 12 Pack				F		1.00			$24.95
	10E003 2410 4110 23 000000		HOLLEYWOOD HEIGHTS PBIS								$24.95
	110	Matty's Toy Stop Crazy Aaron's Putty Mini Tins Lucky 7 Pack				F		1.00			$37.95
	10E003 2410 4110 23 000000		HOLLEYWOOD HEIGHTS PBIS								$37.95
	120	Kinetic Sand, Castle Containers, 10-Color Pack of Play Sand				F		1.00			$15.99
	10E003 2410 4110 23 000000		HOLLEYWOOD HEIGHTS PBIS								$15.99
	130	Party Favor Mini LCD Writing Tablet for Kids, 12 Pack, 4.5"				F		1.00			$24.99

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AMAZON S000	AMAZON SPEC ED	1Y9F149WGG3Q	******CONTINUED******			
	10E003 2410 4110 23 000000		HOLLEYWOOD HEIGHTS PBIS			$24.99
	140	feela 180 Pack Sidewalk Chalk		F	1.00	$25.98
	10E003 2410 4110 23 000000		HOLLEYWOOD HEIGHTS PBIS			$25.98
			NUMBER OF INVOICES: 15			**$1,957.69**
AMEREN I000	AMEREN ILLINOIS	032312809403282025	0000000000 05502025 AP CASEYVILLE NATURAL GAS		B 03/28/2025 04/22/2025 R	$2,788.81
				24-25		$2,788.81
	20E007 2540 4650 21 000000		NATURAL GAS CASEYVILLE			$2,788.81
AMEREN I000	AMEREN ILLINOIS	032312809405052025	0000000000 05502025 AP NATURAL GAS CASEYVILLE		B 05/05/2025 04/22/2025 R	$2,037.61
				24-25		$2,037.61
	20E007 2540 4650 21 000000		NATURAL GAS CASEYVILLE			$2,037.61
AMEREN I000	AMEREN ILLINOIS	042429329504242025	0000000000 05502025 AP TE OPTIONAL LIGHTING		B 04/24/2025 04/22/2025 R	$26.05
				24-25		$26.05
	20E007 2540 4660 30 000000		ELECTRICITY TWIN ECHO			$26.05
AMEREN I000	AMEREN ILLINOIS	048392900604032025	0000000000 05502025 AP MARYVILLE NATURAL GAS		B 04/03/2025 04/22/2025 R	$509.84
				24-25		$509.84
	20E007 2540 4650 26 000000		NATURAL GAS MARYVILLE			$509.84
AMEREN I000	AMEREN ILLINOIS	048392900605052025	0000000000 05502025 AP NATURAL GAS MARYVILLE		B 05/05/2025 04/22/2025 R	$299.17
				24-25		$299.17
	20E007 2540 4650 26 000000		NATURAL GAS MARYVILLE			$299.17
AMEREN I000	AMEREN ILLINOIS	247993400504032025	0000000000 05502025 AP WEBSTER NATURAL GAS		B 04/03/2025 04/22/2025 R	$1,059.16
				24-25		$1,059.16
	20E007 2540 4650 31 000000		NATURAL GAS WEBSTER			$1,059.16
AMEREN I000	AMEREN ILLINOIS	247993400505052025	0000000000 05502025 AP WEBSTER NATURAL GAS		B 05/05/2025 04/22/2025 R	$736.47
				24-25		$736.47
	20E007 2540 4650 31 000000		NATURAL GAS WEBSTER			$736.47

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AMEREN I000	AMEREN ILLINOIS	275623200504032025	0000000000	05502025	AP	KREITNER NATURAL GAS		B		04/03/2025	04/22/2025	R	$454.56
								24-25					$454.56
	20E007 2540 4650 25 000000					NATURAL GAS KREITNER							$454.56
AMEREN I000	AMEREN ILLINOIS	291679313104232025	0000000000	05502025	AP	DIS ELECTRIC		B		04/23/2025	04/22/2025	R	$7.28
								24-25					$7.28
	20E007 2540 4660 33 000000					ELECTRICITY DORRIS							$7.28
AMEREN I000	AMEREN ILLINOIS	386401217304032025	0000000000	05502025	AP	WAREHOUSE NATURAL GAS		B		04/03/2025	04/22/2025	R	$79.65
								24-25					$79.65
	20E007 2540 4650 01 000000					NATURAL GAS ADMIN BLDG							$79.65
AMEREN I000	AMEREN ILLINOIS	386401217305052025	0000000000	05502025	AP	WAREHOUSE NATURAL GAS		B		05/05/2025	04/22/2025	R	$73.88
								24-25					$73.88
	20E007 2540 4650 01 000000					NATURAL GAS ADMIN BLDG							$73.88
AMEREN I000	AMEREN ILLINOIS	411311400004032025	0000000000	05502025	AP	NATURAL GAS RENFRO		B		04/03/2025	04/22/2025	R	$746.61
								24-25					$746.61
	20E007 2540 4650 28 000000					NATURAL GAS RENFRO							$746.61
AMEREN I000	AMEREN ILLINOIS	411311400005052025	0000000000	05502025	AP	NATURAL GAS RENFRO		B		05/05/2025	04/22/2025	R	$607.16
								24-25					$607.16
	20E007 2540 4650 28 000000					NATURAL GAS RENFRO							$607.16
AMEREN I000	AMEREN ILLINOIS	525235700104032025	0000000000	05502025	AP	TWIN ECHO NATURAL GAS		B		04/03/2025	04/22/2025	R	$269.55
								24-25					$269.55
	20E007 2540 4650 30 000000					NATURAL GAS TWIN ECHO							$269.55
AMEREN I000	AMEREN ILLINOIS	525235700105052025	0000000000	05502025	AP	NATURAL GAS SUMMIT		B		05/05/2025	04/22/2025	R	$181.39
								24-25					$181.39
	20E007 2540 4650 29 000000					NATURAL GAS SUMMIT							$181.39
AMEREN I000	AMEREN ILLINOIS	546821745004292025	0000000000	05502025	AP	MARYVILLE OPTIONAL LIGHTING		B		04/29/2025	04/22/2025	R	$52.67
								24-25					$52.67

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AMEREN I000	AMEREN ILLINOIS	546821745004292025	******CONTINUED******		
	20E007 2540 4660 26 000000		ELECTRICITY MARYVILLE		$52.67
AMEREN I000	AMEREN ILLINOIS	662133400404032025	0000000000 05502025 AP ADMIN NATURAL GAS	B 04/03/2025 04/22/2025 R	$312.61
				24-25	$312.61
	20E007 2540 4650 01 000000		NATURAL GAS ADMIN BLDG		$312.61
AMEREN I000	AMEREN ILLINOIS	662133400405052025	0000000000 05502025 AP NATURAL GAS ADMIN	B 05/05/2025 04/22/2025 R	$201.95
				24-25	$201.95
	20E007 2540 4650 01 000000		NATURAL GAS ADMIN BLDG		$201.95
AMEREN I000	AMEREN ILLINOIS	683029400904032025	0000000000 05502025 AP NATURAL GAS CMS	B 04/03/2025 04/22/2025 R	$1,454.62
				24-25	$1,454.62
	20E007 2540 4650 27 000000		NATURAL GAS MS		$1,454.62
AMEREN I000	AMEREN ILLINOIS	683029400905052025	0000000000 05502025 AP CMS NATURAL GAS	B 05/05/2025 04/22/2025 R	$1,153.09
				24-25	$1,153.09
	20E007 2540 4650 27 000000		NATURAL GAS MS		$1,153.09
AMEREN I000	AMEREN ILLINOIS	686013900504032025	0000000000 05502025 AP CHS NATURAL GAS	B 04/03/2025 04/22/2025 R	$2,002.50
				24-25	$2,002.50
	20E007 2540 4650 22 000000		NATURAL GAS - CHS		$2,002.50
AMEREN I000	AMEREN ILLINOIS	686013900505052025	0000000000 05502025 AP NATURAL GAS CHS	B 05/05/2025 04/22/2025 R	$1,558.27
				24-25	$1,558.27
	20E007 2540 4650 22 000000		NATURAL GAS - CHS		$1,558.27
AMEREN I000	AMEREN ILLINOIS	741654849304142025	0000000000 05502025 AP HH NATURAL GAS	B 04/14/2025 04/22/2025 R	$425.12
				24-25	$425.12
	20E007 2540 4650 23 000000		NATURAL GAS HOLLYWOOD HEIGHTS		$425.12
AMEREN I000	AMEREN ILLINOIS	794422561704032025	0000000000 05502025 AP DIS UTILITIES	B 04/03/2025 04/22/2025 R	$902.72
				24-25	$902.72
	100	OPTIONAL LIGHTING		1.00	$26.87

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AMEREN I000	AMEREN ILLINOIS	794422561704032025	******CONTINUED******											
	20E007 2540 4660 33 000000			ELECTRICITY DORRIS										$26.87
	110	NATURAL GAS DIS								1.00				$875.85
	20E007 2540 4650 33 000000			NATURAL GAS DORRIS										$875.85
AMEREN I000	AMEREN ILLINOIS	794422561705052025	0000000000	05502025 AP		DIS UTILITIES			B	05/05/2025	04/22/2025	R		$441.67
								24-25						$441.67
	100	ELECTRIC DIS								1.00				$25.05
	20E007 2540 4660 33 000000			ELECTRICITY DORRIS										$25.05
	110	NATURAL GAS DIS								1.00				$416.62
	20E007 2540 4650 33 000000			NATURAL GAS DORRIS										$416.62
AMEREN I000	AMEREN ILLINOIS	880898200004102025	0000000000	05502025 AP		JEFFERSON NATURAL GAS			B	04/10/2025	04/22/2025	R		$196.96
								24-25						$196.96
	20E007 2540 4650 24 000000			NATURAL GAS JEFFERSON										$196.96
AMEREN I000	AMEREN ILLINOIS	880898200005052025	0000000000	05502025 AP		JEFFERSON NATURAL GAS			B	05/05/2025	04/22/2025	R		$145.68
								24-25						$145.68
	20E007 2540 4650 24 000000			NATURAL GAS JEFFERSON										$145.68
AMEREN I000	AMEREN ILLINOIS	956704100004032025	0000000000	05502025 AP		TE NATURAL GAS			B	04/03/2025	04/22/2025	R		$296.64
								24-25						$296.64
	20E007 2540 4650 30 000000			NATURAL GAS TWIN ECHO										$296.64
AMEREN I000	AMEREN ILLINOIS	956704100005052025	0000000000	05502025 AP		NATURAL GAS TE			B	05/05/2025	04/22/2025	R		$171.18
								24-25						$171.18
	20E007 2540 4650 30 000000			NATURAL GAS TWIN ECHO										$171.18
						NUMBER OF INVOICES: 29								**$19,192.87**
ATIS ELE000	ATIS ELEVATOR INSPECTIONS LLC	IN405222	0000000000	05502025 AP		ANNUAL INSPECTIONS			B	04/25/2025	04/22/2025	R		$555.00
								24-25						$555.00
	100	DIS								1.00				$185.00
	20E008 2540 3230 33 000000			REPAIRS/MAINT DORRIS										$185.00

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION	PO NUMBER / BATCH / BANK / DISC AMT / QUICK KEY	DESCRIPTION / ADJUSTMENT DESCRIPTION / ACCOUNT LEVEL DESCRIPTION	LQ S / FY / LQ	INV DATE / DUE DATE / C / ADJ AMT / QTY	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT / 1099
ATIS ELE000	ATIS ELEVATOR INSPECTIONS LLC	IN405222	******CONTINUED******				
	110	RENFRO				1.00	$185.00
	20E008 2540 3230 28 000000			REP/MAINT SVC RENFRO			$185.00
	120	TE				1.00	$185.00
	20E008 2540 3230 30 000000			REP/MAINT SVC TWIN ECHO			$185.00
ATIS ELE000	ATIS ELEVATOR INSPECTIONS LLC	IN405223	0000000000 05502025 AP	DIS REINSPECTION OF VIOLATIONS	B	04/25/2025 04/22/2025 R	$218.00
					24-25		$218.00
	20E008 2540 3230 33 000000			REPAIRS/MAINT DORRIS			$218.00
				NUMBER OF INVOICES: 2			**$773.00**
B & H 000	B & H	233213773	0142500050 05502025 AP	Microphones for CHS	B	04/08/2025 04/22/2025 R	$920.16
					24-25		$920.16
	100	Shure ULXD2/SM58 Digital Handheld Wireless Microphone Transmitter with SM58 Capsule (G50: 470 to 534 MHz)			F	2.00	$920.16
	10E093 2660 4100 00 000000						$920.16
				NUMBER OF INVOICES: 1			**$920.16**
BAUGHAMA000	BAUGHER, AMANDA	MILEAGE04292025	0000000000 05502025 AP	ATH TRAINER APRIL MILEAGE	B	04/29/2025 05/13/2025 R	$44.10
					24-25		$44.10
	10E045 1501 3320 00 000000			ATHLETIC DIRECTOR IN-DIST TRAV			$44.10
				NUMBER OF INVOICES: 1			**$44.10**
BELLEVIL004	BELLEVILLE FENCE CO	17601	0000000000 05512025 AP	KREITNER FENCE REPAIR	B	05/12/2025 05/13/2025 R	$2,235.00
					24-25		$2,235.00
	20E008 2540 3230 25 000000			REP/MAINT SVC KREITNER			$2,235.00
				NUMBER OF INVOICES: 1			**$2,235.00**
BELLEVIL012	BELLEVILLE SUPPLY COMPANY	0666862IN	0000000000 05502025 AP	CAP ELL	B	04/11/2025 04/22/2025 R	$5,286.46

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION	PO NUMBER / QUICK KEY	BATCH / DISC AMT / ACCOUNT LEVEL DESCRIPTION	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION	1099	LQ / FY / LQ	S	INV DATE / ADJ AMT / QTY	DUE DATE	CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
BELLEVIL012	BELLEVILLE SUPPLY COMPANY	0666862IN	******CONTINUED******											
								24-25						$5,286.46
	20E008 2540 4100 10 000000		10	MAINT SUPPLIES UNIT										$5,286.46
						NUMBER OF INVOICES: 1								**$5,286.46**
BER 000	BER	5210990	0082500068	05512025	AP	Registration for St. John Nuemann S. Kus for Dyslexia Workshop Paid for with Title II Funds			B	05/07/2025	05/13/2025	R		$695.00
								24-25						$695.00
	2	Dyslexia Best Targeted Interventions For Greater Literacy Success Priority code: 107393						F		1.00				$695.00
	10E075 3700 3320 00 250000			TITLE II-IMPR INST-N.P. TRAVEL										$695.00
						NUMBER OF INVOICES: 1								**$695.00**
BLACKSCO000	BLACKARD, SCOTT	MILEAGE 04302025	0000000000	05502025	AP	RESIDENCY MILEAGE APRIL 2025 77 M			B	04/30/2025	04/22/2025	R		$53.90
								24-25						$53.90
	10E001 2110 3320 00 000000			Truant Officer Travel										$53.90
						NUMBER OF INVOICES: 1								**$53.90**
BMS PEDI000	BMS PEDIATRIC THERAPY GROUP	1030	0000000000	05502025	AP	IND EDU EVALUATION			B	04/23/2025	04/22/2025	A		$481.25
								24-25						$481.25
	10E092 2523 3110 00 000000													$481.25
						NUMBER OF INVOICES: 1								**$481.25**
BSN SPOR000	BSN SPORTS	929538573	0000000000	05502025	AP	PROTECTIVE EQUIPMENT			B	04/10/2025	04/22/2025	R		$8,787.27
								24-25						$8,787.27
	100	BOYS PROTECTIVE EQUIPMENT								1.00				$5,478.62

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION	PO NUMBER / QUICK KEY	BATCH / DISC AMT / ACCOUNT LEVEL DESCRIPTION	BANK	DESCRIPTION / ADJUSTMENT DESCRIPTION	1099	LQ / FY / LQ	S	INV DATE / ADJ AMT / QTY	DUE DATE	C	CHECK NBR	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
BSN SPOR000	BSN SPORTS	929538573	******CONTINUED******											
	20E007 2540 5300 27 000000			CAPITAL EXP-CMS -BUILDING IMP										$5,478.62
	110	SOFTBALL EQUIPMENT								1.00				$3,308.65
	20E008 2540 4110 22 000000			HS ATHLETIC MAINT SUPPLIES										$3,308.65
BSN SPOR000	BSN SPORTS	929671002	0000000000	05502025 AP		BASKETBALL SHORTS G & B			B	04/23/2025	04/22/2025	R		$383.25
								24-25						$383.25
	10E047 1500 4140 27 000000			ATHLETIC UNIFORM ROTATION										$383.25
BSN SPOR000	BSN SPORTS	929683365	0000000000	05502025 AP		PROTECTIVE EQUIPMENT			B	04/25/2025	04/22/2025	R		$1,053.48
								24-25						$1,053.48
	100	PROTECTIVE EQUIPMENT								1.00				$526.74
	20E007 2540 5300 27 000000			CAPITAL EXP-CMS -BUILDING IMP										$526.74
	110	PROTECTIVE EQUIPMENT								1.00				$526.74
	20E008 2540 4110 22 000000			HS ATHLETIC MAINT SUPPLIES										$526.74
						NUMBER OF INVOICES: 3								**$10,224.00**
BUCKEYE 000	BUCKEYE	90666812	0000000000	05502025 AP		LINER			B	04/24/2025	04/22/2025	R		$2,835.40
								24-25						$2,835.40
	20E007 2540 4100 10 000000			CUSTODIAL SUPPLIES UNIT										$2,835.40
BUCKEYE 000	BUCKEYE	90669392	0000000000	05502025 AP		WAREHOUSE SUPPLIES			B	05/05/2025	05/13/2025	R		$3,351.00
								24-25						$3,351.00
	20E007 2540 4100 10 000000			CUSTODIAL SUPPLIES UNIT										$3,351.00
						NUMBER OF INVOICES: 2								**$6,186.40**
BULK BOO000	BULK BOOKSTORE	198896	0092500177	05502025 AP		384-Summer Brain Quest Grades 1-2 Subtraction 0-12 Flash Cards addition 0-12			B	04/08/2025	04/22/2025	R		$4,726.86
								24-25						$4,726.86
	100	Summer Brain Quest Grades 1-2						F		384.00				$2,592.00
	10E006 3300 4110 00 250000			PARENT ENGAGEMENT MATERIALS										$2,592.00

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BULK BOO000	BULK BOOKSTORE	198896	******CONTINUED******										
	110	Subtraction 0-12 Flash Cards						F		442.00			$857.48
	10E006 3300 4110 00 250000			PARENT ENGAGEMENT MATERIALS									$857.48
	120	Flash Cards Addition 0-12						F		442.00			$1,277.38
	10E006 3300 4110 00 250000			PARENT ENGAGEMENT MATERIALS									$1,277.38
BULK BOO000	BULK BOOKSTORE	198898	0092500184	05502025 AP		Summer Bridge Activities Grade K-1 Summer bridge Activities Spanish K-1			B	04/08/2025	04/22/2025	R	$3,272.16
								24-25					$3,272.16
	100	Summer Bridge Activities Grades K-1						F		336.00			$2,835.84
	10E006 3300 4110 00 250000			PARENT ENGAGEMENT MATERIALS									$2,835.84
	110	Summer Bridge Activities Spanish K-1						F		48.00			$436.32
	10E006 3300 4110 00 250000			PARENT ENGAGEMENT MATERIALS									$436.32
BULK BOO000	BULK BOOKSTORE	198899	0092500175	05502025 AP		432-Summer Bridge Activities Grades 2-3 456-Summer Bridge Activities Grades 3-4 888-Flash Cards Multiplication 0-12			B	04/08/2025	04/22/2025	R	$10,061.04
								24-25					$10,061.04
	100	Summer Bridge Activities Grades 2-3						F		432.00			$3,646.08
	10E006 3300 4110 00 250000			PARENT ENGAGEMENT MATERIALS									$3,646.08
	110	Summer Bridge Activities Grades 3-4						F		456.00			$3,848.64
	10E006 3300 4110 00 250000			PARENT ENGAGEMENT MATERIALS									$3,848.64
	120	Flash Cards Multiplication 0-12						F		888.00			$2,566.32
	10E006 3300 4110 00 250000			PARENT ENGAGEMENT MATERIALS									$2,566.32
BULK BOO000	BULK BOOKSTORE	198900	0092500176	05502025 AP		58-Summer Bridge Activities Spanish 1-2			B	04/08/2025	04/22/2025	R	$493.00
								24-25					$493.00
	100	Summer Bridge Activities Spanish 1-2						F		58.00			$493.00
	10E006 3300 4110 00 250000			PARENT ENGAGEMENT MATERIALS									$493.00

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						NUMBER OF INVOICES: 4							**$18,553.06**
BUSEY BA000	BUSEY BANK	6707302839370 A	0000000005	05502025	AP	LOAN PAYMENT			B	05/13/2025	04/22/2025	R	$271,557.30
								24-25					$271,557.30
	30E093 5000 5030 00 000000					Promethian boards FY21 $1.3 mi							$271,557.30
						NUMBER OF INVOICES: 1							**$271,557.30**
BUTLER S000	BUTLER SUPPLY	15311165	0000000000	05502025	AP	CMS MAINT SUPPLIES			B	04/11/2025	04/22/2025	R	$677.00
								24-25					$677.00
	20E008 2540 4100 27 000000			27		MAINT SUPPLIES CMS							$677.00
						NUMBER OF INVOICES: 1							**$677.00**
BUYERS I000	BUYERS INDUSTRIAL SUPPLY	12285	0000000000	05502025	AP	48 ROUND WALL CLOCKS			B	04/11/2025	04/22/2025	R	$982.24
								24-25					$982.24
	20E007 2540 4100 10 000000					CUSTODIAL SUPPLIES UNIT							$982.24
						NUMBER OF INVOICES: 1							**$982.24**
BUZZS AU000	BUZZS AUTOMOTIVE SERVICES	32576	0000000000	05502025	AP	CHANGED OIL ON F-450			B	04/09/2025	04/22/2025	R	$72.79
								24-25					$72.79
	20E008 2540 3230 10 000000					BLDGS/GRDS MAINT SVC							$72.79
BUZZS AU000	BUZZS AUTOMOTIVE SERVICES	32661	0000000000	05512025	AP	WORK ON MAINT TRUCK			B	04/21/2025	05/13/2025	R	$79.87
								24-25					$79.87
	20E008 2540 3230 10 000000					BLDGS/GRDS MAINT SVC							$79.87
						NUMBER OF INVOICES: 2							**$152.66**
CALO TRU000	CALO TRUST RESTORED	INV104513	0000000000	05502025	AP	ELEM TUITION			B	03/31/2025	05/12/2025	R	$4,441.29
								24-25					$4,441.29
	10E092 4220 6800 00 000000												$4,441.29

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF / CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION	PO NUMBER	BATCH	BANK	DESCRIPTION / DISC AMT / ADJUSTMENT DESCRIPTION / QUICK KEY / ACCOUNT LEVEL DESCRIPTION	1099	LQ / FY / LQ	S	INV DATE / ADJ AMT / QTY	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
CALO TRU000	CALO TRUST RESTORED	INV106352	0000000000	05502025	AP	ELEM TUITION			B	04/30/2025	05/12/2025	R	$4,652.78
								24-25					$4,652.78
	10E092 4220 6800 00 000000												$4,652.78
						NUMBER OF INVOICES: 2							**$9,094.07**
CAMFIL U000	CAMFIL USA INC	30546902	0000000000	05502025	AP	VARIOUS MAINT SUPPLIES			B	04/14/2025	05/12/2025	R	$10,096.45
								24-25					$10,096.45
	100	ADMIN								1.00			$311.54
	20E008 2540 4100 01 000000			01		MAINT SUPPLIES ADMIN BLDG							$311.54
	110	CHS								1.00			$2,707.61
	20E008 2540 4100 22 000000			22		CHS MAINT SUPPLIES							$2,707.61
	120	CMS								1.00			$1,591.63
	20E008 2540 4100 27 000000			27		MAINT SUPPLIES CMS							$1,591.63
	130	DIS								1.00			$1,442.99
	20E008 2540 4100 33 000000			33		MAINT SUPPLIES CIS							$1,442.99
	140	WEBSTER								1.00			$1,282.69
	20E008 2540 4100 31 000000			31		MAINT SUPPLIES WEBSTER							$1,282.69
	150	CASEYVILLE								1.00			$381.73
	20E008 2540 4100 21 000000			21		MAINT SUPPLIES CASEYVILLE							$381.73
	160	MARYVILLE								1.00			$546.74
	20E008 2540 4100 26 000000			26		MAINT SUPPLIES MARYVILLE							$546.74
	170	TWIN ECHO								1.00			$366.76
	20E008 2540 4100 30 000000			30		MAINT SUPPLIES TWIN ECHO							$366.76
	180	JEFFERSON								1.00			$120.21
	20E008 2540 4100 24 000000			24		MAINT SUPPLIES JEFFERSON							$120.21
	190	RENFRO								1.00			$266.48
	20E008 2540 4100 28 000000			28		MAINT SUPPLIES RENFRO							$266.48
	200	HOLLYWOOD HEIGHTS								1.00			$214.78
	20E008 2540 4100 23 000000			23		MAINT SUPPLIES HOLLY HGHTS							$214.78
	210	SUMMIT								1.00			$178.98
	20E008 2540 4100 29 000000			29		MAINT SUPPLIES SUMMIT							$178.98
	220	KREITNER								1.00			$684.31
	20E008 2540 4100 25 000000			25		MAINT SUPPLIES KREITNER							$684.31

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				NUMBER OF INVOICES: 1						**$10,096.45**
CHARGE M000	CHARGE MOMMY BOOKS	7583	0092500194 05502025 AP	See attached quote.		B	04/10/2025	05/12/2025	R	$838.53
					24-25					$838.53
	100	Stage 1 CVC Decodable Reader Set			F		6.00			$90.00
	10E006 3700 4110 00 250000			NP PROF DEV SA						$90.00
	110	Stage 1 Short Vowel Decodable Reader Set			F		6.00			$90.00
	10E006 3700 4110 00 250000			NP PROF DEV SA						$90.00
	120	Stage 2 Consonant Blends Decodable Reader Set			F		6.00			$90.00
	10E006 3700 4110 00 250000			NP PROF DEV SA						$90.00
	130	Stage 3 Digraph Decodable Reader Set			F		6.00			$108.00
	10E006 3700 4110 00 250000			NP PROF DEV SA						$108.00
	140	Stage 4 Long Vowel VCE Decodable Reader Set			F		6.00			$90.00
	10E006 3700 4110 00 250000			NP PROF DEV SA						$90.00
	150	Stage 5 Word-Ending Spelling Patterns Decodable Reader Set			F		6.00			$108.00
	10E006 3700 4100 00 250000			NP INSTRUCTIONAL MATERIALS						$108.00
	160	Stage 6 R-Controlled Vowel Decodable Reader Set			F		6.00			$54.00
	10E006 3700 4110 00 250000			NP PROF DEV SA						$54.00
	170	Stage 7 Vowel Teams Decodable Reader Set			F		6.00			$108.00
	10E006 3700 4110 00 250000			NP PROF DEV SA						$108.00
	180	Stage 8 Diphthong Decodable Reader Set			F		6.00			$54.00
	10E006 3700 4110 00 250000			NP PROF DEV SA						$54.00
	190	Stage 9 Advanced Spelling Patterns Decodable Reader Set			F		6.00			$90.00
	10E006 3700 4110 00 250000			NP PROF DEV SA						$90.00
	200	Stage Pre 1 Beginning Letter Short Vowel Decodable Reader Set			F		6.00			$108.00
	10E006 3700 4110 00 250000			NP PROF DEV SA						$108.00

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CHARGE M000	CHARGE MOMMY BOOKS	7583	******CONTINUED******										
	210	Shipping						F		1.00			$76.23
	10E006 3700 4110 00 250000			NP PROF DEV SA									$76.23
	220	Discount						F		1.00			$-227.70
	10E006 3700 4110 00 250000			NP PROF DEV SA									$-227.70
						NUMBER OF INVOICES: 1							**$838.53**
CHARLES 000	CHARLES E SCOTT COMPANY	68879	0000000000	05502025 AP		33 LBS PROPANE 2			B	04/29/2025	05/12/2025	R	$67.00
								24-25					$67.00
	20E008 2540 3230 01 000000			REP/MAINT SVC ADMIN									$67.00
						NUMBER OF INVOICES: 1							**$67.00**
CHEMSEAR000	CHEMSEARCHFE	9119632	0000000000	05512025 AP		CMS ECOSTORM PROGRAM			B	04/15/2025	05/13/2025	R	$242.50
								24-25					$242.50
	20E008 2540 3230 27 000000			REP/MAINT SVC MS									$242.50
CHEMSEAR000	CHEMSEARCHFE	9133319	0000000000	05502025 AP		CONTRACT WATER TREATMENT PROGRAM			B	04/26/2025	05/12/2025	R	$5,525.50
								24-25					$5,525.50
	100	ADMIN								1.00			$525.50
	20E008 2540 3230 01 000000			REP/MAINT SVC ADMIN									$525.50
	110	RENFRO								1.00			$1,000.00
	20E008 2540 3230 28 000000			REP/MAINT SVC RENFRO									$1,000.00
	120	DIS								1.00			$1,500.00
	20E008 2540 3230 33 000000			REPAIRS/MAINT DORRIS									$1,500.00
	130	CMS								1.00			$1,500.00
	20E008 2540 3230 27 000000			REP/MAINT SVC MS									$1,500.00
	140	WEBSTER								1.00			$1,000.00
	20E008 2540 3230 31 000000			REP/MAINT SVC WEB ELEM									$1,000.00
						NUMBER OF INVOICES: 2							**$5,768.00**
CHESTNUT000	CHESTNUT HEALTH SYSTEMS	MISC-25-241	0000000000	05502025 AP		COUNSELING SERV			B	05/01/2025	05/12/2025	R	$6,666.75

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CHESTNUT000	CHESTNUT HEALTH SYSTEMS	MISC-25-241	******CONTINUED******							
					24-25					$6,666.75
	10E056 3000 3100 00 250000			STRONG CONN-PUR SER-CLINICIANS						$6,666.75
				NUMBER OF INVOICES: 1						**$6,666.75**
CIFCO 000	CIFCO	172678	0000000000 05502025 AP	CHS MAINT		B	04/24/2025	05/12/2025	R	$54.45
					24-25					$54.45
	20E008 2540 3230 22 000000			CHS REPAIR/MAINT						$54.45
CIFCO 000	CIFCO	172754	0000000000 05502025 AP	CMS MAINT		B	04/24/2025	05/12/2025	R	$54.67
					24-25					$54.67
	20E008 2540 4100 27 000000	27		MAINT SUPPLIES CMS						$54.67
				NUMBER OF INVOICES: 2						**$109.12**
CITY OF 003	CITY OF COLLINSVILLE	737200000004252025	0000000000 05502025 AP	KREITNER WATER/SEWER		B	04/25/2025	05/12/2025	R	$705.78
					24-25					$705.78
	20E007 2540 3700 25 000000			WATER & SEWER KREITNER						$705.78
CITY OF 003	CITY OF COLLINSVILLE	737210000004252025	0000000000 05502025 AP	KREITNER WATER/SEWER		B	04/25/2025	05/12/2025	R	$346.04
					24-25					$346.04
	20E007 2540 3700 25 000000			WATER & SEWER KREITNER						$346.04
CITY OF 003	CITY OF COLLINSVILLE	760100000005022025	0000000000 05502025 AP	CMS WATER/SEWER		B	05/02/2025	05/12/2025	R	$3,442.48
					24-25					$3,442.48
	20E007 2540 3700 01 000000			WATER & SEWER ADMIN						$3,442.48
CITY OF 003	CITY OF COLLINSVILLE	760101000005022025	0000000000 05502025 AP	CMS WATER/SEWER		B	05/02/2025	05/12/2025	R	$31.50
					24-25					$31.50
	20E007 2540 3700 27 000000			WATER/SEWER MS						$31.50
CITY OF 003	CITY OF COLLINSVILLE	842100000005022025	0000000000 05502025 AP	JEFFERSON WATER/SEWER		B	05/02/2025	05/12/2025	R	$607.42
					24-25					$607.42

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION / QUICK KEY	PO NUMBER / BATCH / BANK / DESCRIPTION / DISC AMT / ADJUSTMENT DESCRIPTION / ACCOUNT LEVEL DESCRIPTION / 1099	LQ / FY / LQ	S / INV DATE / DUE DATE / C / ADJ AMT / CHECK NBR / QTY	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
CITY OF 003	CITY OF COLLINSVILLE	842100000005022025	******CONTINUED******			
	20E007 2540 3700 24 000000		WATER & SEWER JEFFERSON			$607.42
CITY OF 003	CITY OF COLLINSVILLE	934600000005092025	0000000000 05502025 AP CHS WATER/SEWER		B 05/09/2025 05/13/2025 R	$3,179.34
				24-25		$3,179.34
	20E007 2540 3700 22 000000		WATER /SEWER HS			$3,179.34
CITY OF 003	CITY OF COLLINSVILLE	934600100005092025	0000000000 05502025 AP CHS ATH CHS WATER/SEWER		B 05/09/2025 05/13/2025 R	$325.99
				24-25		$325.99
	20E007 2540 3710 22 000000		WATER/SEWER ATHLETIC FIELD			$325.99
CITY OF 003	CITY OF COLLINSVILLE	934610000005092025	0000000000 05502025 AP CHS CHS WATER/SEWER		B 05/09/2025 05/13/2025 R	$153.83
				24-25		$153.83
	20E007 2540 3700 22 000000		WATER /SEWER HS			$153.83
CITY OF 003	CITY OF COLLINSVILLE	935300000005092025	0000000000 05502025 AP TE SEWER & WATER		B 05/09/2025 05/13/2025 R	$838.99
				24-25		$838.99
	20E007 2540 3700 30 000000		WATER & SEWER TWIN ECHO			$838.99
			NUMBER OF INVOICES: 9			**$9,631.37**
CITY OF 005	CITY OF COLLINSVILLE	2500000722	0000000000 05502025 AP PRIMARY/CMS AND CHS SRO		B 04/30/2025 05/12/2025 R	$142,063.00
				24-25		$142,063.00
	80E001 2310 3900 00 000000		MISCELLANOUS TORT			$142,063.00
			NUMBER OF INVOICES: 1			**$142,063.00**
COLEMCHR000	COLEMAN, CHRISTINE	REIMBURSE04092025	0000000000 05502025 AP PT ON 4/8		B 04/09/2025 05/12/2025 R	$18.20
				24-25		$18.20
	10E075 2210 3320 00 250000		TITLE II- IMPR INSTR-TRAVEL			$18.20
COLEMCHR000	COLEMAN, CHRISTINE	REIMBURSE04102025	0000000000 05502025 AP TRAVEL 4/9		B 04/10/2025 05/12/2025 R	$18.20
				24-25		$18.20
	10E037 2210 3320 00 250000		IDEA PRESCHOOL-IMPR INS-PD			$18.20

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COLEMCHR000	COLEMAN, CHRISTINE	REIMBURSE04232025		0000000000	05502025	AP	REIMB MEAD HEIGHTS SUPPLIES			B	04/23/2025	05/12/2025	R	$58.83
									24-25					$58.83
	10E037 1220 4100 00 250000						IDEA PRESCHOOL-SUPPLIES							$58.83
							NUMBER OF INVOICES: 3							**$95.23**
COLLINSV002	COLLINSVILLE AREA VOC CENTER	REQUEST04012025		0000000000	05502025	AP	TWO BATTERIES FOR DR ED			B	04/01/2025	05/12/2025	R	$337.30
									24-25					$337.30
	10E015 1700 3230 00 000000						HS DRIVERS' ED REPAIRS							$337.30
							NUMBER OF INVOICES: 1							**$337.30**
COMMERCI005	COMMERCIAL KITCHEN SERVICES	308387		0000000000	05502025	AP	REPAIR HEATING THERMOSTAT			B	04/11/2025	05/12/2025	R	$192.02
									24-25					$192.02
	20E024 2560 3230 00 000000						MAINT/REPAIR-FOOD SERVIC EQUIP							$192.02
COMMERCI005	COMMERCIAL KITCHEN SERVICES	308389		0000000000	05502025	AP	REPAIR BOX FOR ATLAS			B	04/11/2025	05/12/2025	R	$132.22
									24-25					$132.22
	20E024 2560 3230 00 000000						MAINT/REPAIR-FOOD SERVIC EQUIP							$132.22
COMMERCI005	COMMERCIAL KITCHEN SERVICES	309064		0000000000	05512025	AP	CHS MAINT SUPPLIES			B	04/29/2025	05/13/2025	R	$336.98
									24-25					$336.98
	20E008 2540 4100 22 000000		22				CHS MAINT SUPPLIES							$336.98
							NUMBER OF INVOICES: 3							**$661.22**
COMMERCI008	COMMERCIAL TELEPHONE SYSTEMS	58273		0000000000	05502025	AP	DIS WORK ON PHONES ELEVATOR			B	04/01/2025	05/12/2025	R	$160.00
									24-25					$160.00
	20E007 2540 3230 00 000000						TELEPHONE MAINT SERV							$160.00
COMMERCI008	COMMERCIAL TELEPHONE SYSTEMS	58410		0000000000	05502025	AP	VOICEMAIL CHS SET UP			B	05/08/2025	05/13/2025	R	$110.00
									24-25					$110.00
	10E093 2660 3400 00 000000													$110.00

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				NUMBER OF INVOICES: 2					**$270.00**
COMPUTYP000	COMPUTYPE COMPUTER SERVICE	518687	0000000000 05502025 AP	CAMERA LENS	B	01/24/2025	05/12/2025	R	$169.99
					24-25				$169.99
	80E001 2365 4100 00 000000		SAFETY SUPPLIES						$169.99
COMPUTYP000	COMPUTYPE COMPUTER SERVICE	521980	0000000000 05502025 AP	WATERPROOF BOX FOR BULLET CAMERAS	B	04/03/2025	05/12/2025	R	$312.99
					24-25				$312.99
	80E001 2365 4100 00 000000		SAFETY SUPPLIES						$312.99
COMPUTYP000	COMPUTYPE COMPUTER SERVICE	522583	0000000000 05502025 AP	GOLD COVERAGE FOR SURV CAM	B	05/01/2025	05/12/2025	R	$3,204.50
					24-25				$3,204.50
	80E001 2365 4100 00 000000		SAFETY SUPPLIES						$3,204.50
				NUMBER OF INVOICES: 3					**$3,687.48**
CONNOR C000	CONNOR CO	S011285154.001	0000000000 05502025 AP	CHS MAINT SUPPLIES	B	04/14/2025	05/12/2025	R	$219.29
					24-25				$219.29
	20E008 2540 4100 22 000000		22 CHS MAINT SUPPLIES						$219.29
CONNOR C000	CONNOR CO	S011285154.002	0000000000 05512025 AP	CHS MAINT SUPPLIES	B	05/01/2025	05/13/2025	R	$607.41
					24-25				$607.41
	20E008 2540 4100 22 000000		22 CHS MAINT SUPPLIES						$607.41
CONNOR C000	CONNOR CO	S011314101.001	0000000000 05512025 AP	CHS MAINT SUPPLIES	B	05/01/2025	05/13/2025	R	$4,921.00
					24-25				$4,921.00
	20E008 2540 4100 22 000000		22 CHS MAINT SUPPLIES						$4,921.00
CONNOR C000	CONNOR CO	S0113304673.001	0000000000 05502025 AP	CHS MAINT	B	04/14/2025	05/12/2025	R	$486.90
					24-25				$486.90
	20E008 2540 4100 22 000000		22 CHS MAINT SUPPLIES						$486.90

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						NUMBER OF INVOICES: 4						**$6,234.60**
CONSTELL000	CONSTELLATION NEWENERGY	4291910A	0000000000	05502025	AP	DISTRICT GAS SUPPLY CHARGES		B	05/13/2025	05/13/2025	R	$7,931.25
							24-25					$7,931.25
	100	GAS SUPPLY WEBSTER							1.00			$1,034.00
	20E007 2540 4650 31 000000			NATURAL GAS WEBSTER								$1,034.00
	110	GAS SUPPLY KREITNER							1.00			$416.42
	20E007 2540 4650 25 000000			NATURAL GAS KREITNER								$416.42
	120	GAS SUPPLY WAREHOUSE							1.00			$6.58
	20E007 2540 4650 01 000000			NATURAL GAS ADMIN BLDG								$6.58
	130	GAS SUPPLY RENFRO							1.00			$751.53
	20E007 2540 4650 28 000000			NATURAL GAS RENFRO								$751.53
	140	GAS SUPPLY MARYVILLE							1.00			$480.34
	20E007 2540 4650 26 000000			NATURAL GAS MARYVILLE								$480.34
	150	GAS SUPPLY CASEYVILLE							0.00			$0.00
	20E007 2540 4650 21 000000			NATURAL GAS CASEYVILLE								$0.00
	160	GAS SUPPLY SUMMIT							1.00			$218.08
	20E007 2540 4650 29 000000			NATURAL GAS SUMMIT								$218.08
	170	GAS SUPPLY ANNEX							1.00			$75.20
	20E007 2540 4650 01 000000			NATURAL GAS ADMIN BLDG								$75.20
	180	GAS SUPPLY ADMIN							1.00			$264.14
	20E007 2540 4650 01 000000			NATURAL GAS ADMIN BLDG								$264.14
	190	GAS SUPPLY CMS							1.00			$1,539.25
	20E007 2540 4650 27 000000			NATURAL GAS MS								$1,539.25
	200	GAS SUPPLY CHS							1.00			$1,529.38
	20E007 2540 4650 22 000000			NATURAL GAS - CHS								$1,529.38
	210	GAS SUPPLY HH							1.00			$377.88
	20E007 2540 4650 23 000000			NATURAL GAS HOLLYWOOD HEIGHTS								$377.88
	220	GAS SUPPLY DIS							1.00			$882.19
	20E007 2540 4650 33 000000			NATURAL GAS DORRIS								$882.19
	230	GAS SUPPLY JEFFERSON							1.00			$111.39
	20E007 2540 4650 24 000000			NATURAL GAS JEFFERSON								$111.39
	240	GAS SUPPLY TWIN ECHO							1.00			$244.87
	20E007 2540 4650 30 000000			NATURAL GAS TWIN ECHO								$244.87

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						NUMBER OF INVOICES: 1									**$7,931.25**
COOK KAT001	COOK, KATHERINE	MILEAGE04292025	0000000000	05502025	AP	DISTRICT MILEAGE COTA				B		04/29/2025	05/12/2025	R	$24.99
										24-25					$24.99
	10E012 2130 3320 00 000000							HEALTH SERVICES-TRAVEL							$24.99
						NUMBER OF INVOICES: 1									**$24.99**
COTTONS 001	COTTONS ACE HARDWARE	002281F	0000000000	05502025	AP	DIS MAINT				B		04/28/2025	05/12/2025	R	$5.59
										24-25					$5.59
	20E008 2540 4100 33 000000						33	MAINT SUPPLIES CIS							$5.59
COTTONS 001	COTTONS ACE HARDWARE	002308/F	0000000000	05512025	AP	DIS MAINT SUPPLIES				B		05/07/2025	05/13/2025	R	$5.88
										24-25					$5.88
	20E008 2540 4100 33 000000						33	MAINT SUPPLIES CIS							$5.88
						NUMBER OF INVOICES: 2									**$11.47**
CRESCENT001	CRESCENT PARTS & EQUIPMENT	38193458-00	0000000000	05502025	AP	CHS MAINT SUPPLIES				B		03/27/2025	05/12/2025	R	$304.35
										24-25					$304.35
	20E008 2540 4100 22 000000						22	CHS MAINT SUPPLIES							$304.35
CRESCENT001	CRESCENT PARTS & EQUIPMENT	38193928-00	0000000000	05502025	AP	CHS MAINT SUPPLIES				B		04/10/2025	05/12/2025	R	$39.48
										24-25					$39.48
	20E008 2540 4100 22 000000						22	CHS MAINT SUPPLIES							$39.48
						NUMBER OF INVOICES: 2									**$343.83**
CRISIS P000	CRISIS PREVENTION INST	NAIN-152660	0000000000	05502025	AP	CRISIS INTERVENTION				B		04/10/2025	05/12/2025	R	$2,049.00
										24-25					$2,049.00
	10E021 2210 3320 00 250000							IDEA FLO THRU-IMR INST-TRAVEL							$2,049.00
CRISIS P000	CRISIS PREVENTION INST	NAIN152163	0000000000	05502025	AP	CRISIS INTERVENTION				B		04/07/2025	05/12/2025	R	$2,049.00
										24-25					$2,049.00

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CRISIS P000	CRISIS PREVENTION INST	NAIN152163	******CONTINUED******				
	10E021 2210 3320 00 250000			IDEA FLO THRU-IMR INST-TRAVEL			$2,049.00
				NUMBER OF INVOICES: 2			**$4,098.00**
D&D TIRE000	D&D TIRE CENTER	18406	0000000000 05512025 AP	MAINT REPAIR	B 24-25	02/18/2025 05/15/2025 R	$1,495.00 $1,495.00
	20E008 2540 3230 10 000000			BLDGS/GRDS MAINT SVC			$1,495.00
				NUMBER OF INVOICES: 1			**$1,495.00**
DE LAGE 000	DE LAGE LANDEN PUBLIC FINANCE LLC	590221643	0000000000 05502025 AP	MONTHLY COPIER LEASES	B 24-25	05/11/2025 05/13/2025 A	$4,926.00 $4,926.00
	30E001 5000 5040 00 000000			COPIER LEASE			$4,926.00
				NUMBER OF INVOICES: 1			**$4,926.00**
DELEOALF000	DELEON, ALFREDO	REIMBURSE04072025	0000000000 05502025 AP	ILMEA 2025 TRAVEL	B 24-25	04/07/2025 05/12/2025 R	$324.57 $324.57
	10E040 2210 3320 00 250000			TITLE IV SSAE-TRAVEL			$324.57
				NUMBER OF INVOICES: 1			**$324.57**
DELL FIN000	DELL FINANCIAL SERVICES	10813824081	0142500052 05502025 AP	Dell Pro Slim QCS1250 I will order online when approved.	B 24-25	05/07/2025 05/12/2025 R	$73,423.00 $73,423.00
	100 10E093 2660 5410 00 000000	DELL PRO SLIM QCS1250			F 100.00		$73,423.00 $73,423.00
				NUMBER OF INVOICES: 1			**$73,423.00**
DELL MAR000	DELL MARKETING LP	10813381856	0142500055 05502025 AP	DELL 2360/2830 IMAGING DRUMS I WILL ORDER ONLINE WHEN	B	05/05/2025 05/12/2025 R	$264.54

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DELL MAR000	DELL MARKETING LP	10813381856	******CONTINUED******		APPROVED							
							24-25					$264.54
	100	DELL IMAGING DRUMS					F	6.00				$264.54
	10E093 2660 4100 00 000000											$264.54
					NUMBER OF INVOICES: 1							**$264.54**
DICK BLI001	DICK BLICK	5330739	0102500157	05502025 AP	Art supplies		B		04/24/2025	05/12/2025	R	$248.64
							24-25					$248.64
	100	40403-1023 Inovart Printfoam for block printing - pkg of 48 - 9"x12"					F	1.00				$38.76
	10E009 1130 4100 00 000000			PHOTOGRAPHY SUPPLIES								$38.76
	110	40403-1006 Inovart Printfoam for block printing - pkg of 12- 12"x18"					F	1.00				$17.29
	10E009 1130 4100 00 000000			PHOTOGRAPHY SUPPLIES								$17.29
	120	00007-1009 Crayola washable paints - assorted colors - set of 12					F	1.00				$49.82
	10E009 1130 4100 00 000000			PHOTOGRAPHY SUPPLIES								$49.82
	130	84744-1009 Blick Pony bead box - set of 15					F	2.00				$6.44
	10E009 1130 4100 00 000000			PHOTOGRAPHY SUPPLIES								$6.44
	140	84744-1029 Blick Clay bead box - set of 28					F	1.00				$9.49
	10E009 1130 4100 00 000000			PHOTOGRAPHY SUPPLIES								$9.49
	150	84743-1005 Blick stretchy jewelry cord - assorted colors, 10yeds, set of 5					F	2.00				$7.98
	10E009 1130 4100 00 000000			PHOTOGRAPHY SUPPLIES								$7.98
	160	21218-2001 Crayola broad line markers - black					F	24.00				$10.56
	10E009 1130 4100 00 000000			PHOTOGRAPHY SUPPLIES								$10.56
	170	10314-1053 Blick Studio Drawing pad - 9"x12", 70 sheets					F	15.00				$108.30
	10E009 1130 4100 00 000000			PHOTOGRAPHY SUPPLIES								$108.30

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DICK BLI001	DICK BLICK	5337548	0102500159	05502025	AP Art supplies		B	04/25/2025	05/12/2025	R	$686.07
						24-25					$686.07
	100	33272-1025 Crayola air-dry clay - value pack 25 lbs				P		6.00			$216.72
	10E009 1130 4100 00 000000			PHOTOGRAPHY SUPPLIES							$216.72
	110	33107-1005 Activa Celluclay instant papier mache - 5lbs				P		2.00			$74.16
	10E009 1130 4100 00 000000			PHOTOGRAPHY SUPPLIES							$74.16
	120	01286-1050 Design works unbleached muslin - 47"x50yrds				P		1.00			$177.79
	10E009 1130 4100 00 000000			PHOTOGRAPHY SUPPLIES							$177.79
	130	62474-1003 DMC cotton embroidery floss - anniversary set of 36				P		2.00			$50.26
	10E009 1130 4100 00 000000			PHOTOGRAPHY SUPPLIES							$50.26
	140	62474-1005 DMC cotton embroidery floss - popular set of 36				P		2.00			$50.26
	10E009 1130 4100 00 000000			PHOTOGRAPHY SUPPLIES							$50.26
	160	62474-1001 DMC cotton embroidery floss holiday decor set of 36				P		2.00			$41.88
	10E009 1130 4100 00 000000			PHOTOGRAPHY SUPPLIES							$41.88
	170	S&H						1.00			$75.00
	10E009 1130 4100 00 000000			PHOTOGRAPHY SUPPLIES							$75.00
					NUMBER OF INVOICES: 2						**$934.71**
EDUCATIO015	EDUCATION WEEK	576863	0000000000	05502025	AP RENEWAL		B	04/24/2025	05/12/2025	R	$97.00
						24-25					$97.00
	10E002 2641 4100 00 000000			STUDENT SERVICES SUPPLIES							$97.00
					NUMBER OF INVOICES: 1						**$97.00**
EDWARDSV002	EDWARDSVILLE HIGH SCHOOL	CHS BOYS TRACK ENTRY	0000000000	05502025	AP CHS BOYS TRACK ENTRY FEE		B	04/26/2025	05/12/2025	R	$300.00
						24-25					$300.00

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EDWARDSV002	EDWARDSVILLE HIGH SCHOOL	CHS BOYS TRACK ENTRY	******CONTINUED******									
	10E045 1500 6410 22 000000					HS BOYS TOURNEY ENTRY FEES						$300.00
EDWARDSV002	EDWARDSVILLE HIGH SCHOOL	GIRLS TRACK 04222026	0000000000	05502025	AP	GIRLS TRACK ENTRY FEE	B 24-25		04/22/2026	05/12/2025	R	$150.00 $150.00
	10E046 1500 6400 22 000000					HS GIRLS TOURNEY ENTRY FEES						$150.00
						NUMBER OF INVOICES: 2						**$450.00**
ELITE AB000	ELITE ABA SERVICES	10546276	0000000000	05502025	AP	BEHAVIOR SPECIALISTS	B 24-25		05/01/2025	05/12/2025	R	$1,770.00 $1,770.00
	10E092 2523 3110 00 000000											$1,770.00
						NUMBER OF INVOICES: 1						**$1,770.00**
EUGEACHA000	EUGEA, CHARITY	REIMBURSE 04162025	0000000000	05502025	AP	PRINCIPAL AND STAFF LUNCH COLABORATION	B 24-25		04/16/2025	05/12/2025	R	$30.00 $30.00
	10E003 2410 4100 22 000000					HS PRIN OFF SUPPLIES						$30.00
						NUMBER OF INVOICES: 1						**$30.00**
FAMILY F001	FAMILY FIRST EDUCATION SERVICES LL	STMT04302025	0000000000	05502025	AP	IEP PREP AND DIRECT SERV	B 24-25		04/30/2025	05/12/2025	R	$1,175.00 $1,175.00
	10E021 2130 3100 00 000000											$1,175.00
						NUMBER OF INVOICES: 1						**$1,175.00**
FGM INC 001	FGM INC	21-3226-02-35	0000000000	05502025	AP	NEW CASEYVILLE SCHOOL	B 24-25		04/15/2025	05/12/2025	R	$5,600.00 $5,600.00
	60E001 2530 5400 21 000000					CASEYVILLE ELEM NEW BUILDING						$5,600.00

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FGM INC 001	FGM INC	22-3357.02-4	0000000000	05502025 AP	CHS SPORTS COMPLEX		B		04/15/2025	05/12/2025	R	$54,375.00
							24-25					$54,375.00
	20E001 2533 3110 00 000000				ARCHITECT/ENGINEERING SERVICES							$54,375.00
FGM INC 001	FGM INC	22-3613.02-11	0000000000	05502025 AP	CAVC NEW BUILDING		B		04/15/2025	05/12/2025	R	$18,102.00
							24-25					$18,102.00
	60E001 2533 3110 34 000000				CAVC ARCHITECT/ENG- NEW BUILD							$18,102.00
FGM INC 001	FGM INC	22-3613.04-2	0000000000	05502025 AP	CAVC CNA ROOM		B		04/15/2025	05/12/2025	R	$1,435.00
							24-25					$1,435.00
	20E001 2533 3110 00 000000				ARCHITECT/ENGINEERING SERVICES							$1,435.00
FGM INC 001	FGM INC	24-3955-01-11	0000000000	05502025 AP	HS AND MS GYM FLOOR RESURFACING		B		04/15/2025	05/12/2025	R	$175.00
							24-25					$175.00
	20E001 2533 3110 00 000000				ARCHITECT/ENGINEERING SERVICES							$175.00
FGM INC 001	FGM INC	24-3990.01-9	0000000000	05502025 AP	CHS AUDITORIUM LOBBY		B		04/15/2025	05/12/2025	R	$354.00
							24-25					$354.00
	20E001 2533 3110 00 000000				ARCHITECT/ENGINEERING SERVICES							$354.00
FGM INC 001	FGM INC	25-4190.01-2	0000000000	05502025 AP	CHS TRACK RESURFACE		B		04/15/2025	05/12/2025	R	$1,840.00
							24-25					$1,840.00
	20E001 2533 3110 00 000000				ARCHITECT/ENGINEERING SERVICES							$1,840.00
FGM INC 001	FGM INC	25-4192.01-4	0000000000	05502025 AP	WEBSTER DOOR REPLACEMENT		B		04/15/2025	05/12/2025	R	$335.00
							24-25					$335.00
	20E001 2533 3110 00 000000				ARCHITECT/ENGINEERING SERVICES							$335.00
FGM INC 001	FGM INC	254193.01-4	0000000000	05502025 AP	DIS DOOR REPLACE		B		04/15/2025	05/12/2025	R	$265.00
							24-25					$265.00
	20E001 2533 3110 00 000000				ARCHITECT/ENGINEERING SERVICES							$265.00

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					NUMBER OF INVOICES: 9						**$82,481.00**
FIRST ST001	FIRST STUDENT INC	12045413	0000000000	05502025 AP	STUDENT TRANSPORTATION	B		05/05/2025	05/13/2025	R	$758,136.12
						24-25					$758,136.12
	100	REG ED						1.00			$381,599.32
	40E001 2550 3320 00 000000				REG TRANSP FIRST STUDENT-11%						$381,599.32
	110	SPEC ED						1.00			$211,411.50
	40E012 2550 3320 00 000000				SP ED TRANS-FIRST STUDENT 11%						$211,411.50
	120	REG ED MONITOR						1.00			$15,824.33
	40E001 2550 3322 00 000000				REG TRANSP Bus Monitor First S						$15,824.33
	130	SPEC ED MONITORS						1.00			$77,801.60
	40E012 2550 3300 00 000000				SPEC ED TRANS BUS MONITOR						$77,801.60
	140	FUEL						1.00			$8,919.15
	40E002 2550 4641 00 000000				GASOLINE FIRST STUDENT						$8,919.15
	150	PREK						1.00			$12,831.65
	10E026 2550 3320 00 250000				Early Childhood Transportation						$12,831.65
	160	CHS BAND						1.00			$1,017.90
	40E014 2550 3320 22 000000				TRANSPORTATION MUSIC/BAND TRAV						$1,017.90
	170	CMS BAND						1.00			$749.01
	40E014 2550 3320 22 000000				TRANSPORTATION MUSIC/BAND TRAV						$749.01
	180	CHS FIELD TRIPS						1.00			$7,588.80
	40E001 2550 3324 22 000000				CHS FIELD TRIPS						$7,588.80
	190	RENFRO FIELD TRIPS						1.00			$1,953.40
	40E001 2550 3324 28 000000				RENFRO FIELD TRIPS						$1,953.40
	200	MARYVILLE FIELD TRIPS						1.00			$1,921.95
	40E001 2550 3324 25 000000				KREITNER FIELD TRIPS						$1,921.95
	210	REG FIELD TRIPS						1.00			$5,828.70
	40E001 2550 3321 00 000000				FIELD TRIPS FS ($9 @ student)						$5,828.70
	220	CMS FIELD TRIPS						1.00			$2,029.05
	40E001 2550 3324 27 000000				CMS MIDDLE SCHOOL						$2,029.05
	230	DIS FIELD TRIPS						1.00			$2,699.41
	40E001 2550 3324 33 000000				DORRIS FIELD TRIPS						$2,699.41
	240	WEBSTER FIELD TRIPS						1.00			$704.81
	40E001 2550 3324 31 000000				WEBSTER FIELD TRIPS						$704.81

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FIRST ST001	FIRST STUDENT INC	12045413	******CONTINUED******									
	250	TRAINSITION							1.00			$805.93
	40E001 2550 3321 00 000000			FIELD TRIPS FS ($9 @ student)								$805.93
	260	DIS FIELD TRIP							1.00			$374.50
	40E001 2550 3324 33 000000			DORRIS FIELD TRIPS								$374.50
	270	DIS CHORUS							1.00			$599.20
	40E001 2550 3321 00 000000			FIELD TRIPS FS ($9 @ student)								$599.20
	280	DIS CHORAL							1.00			$299.60
	40E014 2550 3320 22 000000			TRANSPORTATION MUSIC/BAND TRAV								$299.60
	290	CHS BOYS ATH							1.00			$6,875.05
	40E045 2550 3320 00 000000			HS BOYS ATH TRAVEL FIRST STUDN								$6,875.05
	300	CHS GIRLS ATH							1.00			$5,139.64
	40E046 2550 3320 00 000000			HS GIRLS ATH TRAVEL-FIRST STU								$5,139.64
	310	CHS MIXED TRAVEL NUMBERS							1.00			$6,428.68
	40E047 2550 3320 00 000000			HS ATH TRAVEL-FIRST STUDENT								$6,428.68
	320	CMS MIXED ATH							1.00			$2,223.79
	40E047 2550 3321 00 000000			MS ATH TRAVEL FIRST STUDENT								$2,223.79
	330	KREITNER							1.00			$2,509.15
	40E001 2550 3324 25 000000			KREITNER FIELD TRIPS								$2,509.15
						NUMBER OF INVOICES: 1						**$758,136.12**
FOLLETT 007	FOLLETT CONTENT SOLUTIONS	561044	0102500140	05502025 AP		library books		B	04/15/2025	05/12/2025	A	$141.84
							24-25					$141.84
	100	#2120VC7 You're not supposed to die tonight by Bayron, Kalynn					F		2.00			$39.20
	10E028 2220 4300 22 000000			HS MEDIA CENTER MATLS								$39.20
	110	#2171HD7 Dungeons and drama by Boyce, Kristy					F		1.00			$20.33
	10E028 2220 4300 22 000000			HS MEDIA CENTER MATLS								$20.33
	120	#2101VB4 Promise boys by Brooks, Nick					F		2.00			$39.20
	10E028 2220 4300 22 000000			HS MEDIA CENTER MATLS								$39.20
	130	#2571LE2 Looking for smoke by Codell, K.A.					F		1.00			$19.60

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FOLLETT 007	FOLLETT CONTENT SOLUTIONS	561044	******CONTINUED******										
	10E028 2220 4300 22 000000					HS MEDIA CENTER MATLS							$19.60
	140	#2694EB1 A face for Picasso: coming of age with Crouzon syndrome by Henley, Ariel						F		1.00			$12.40
	10E028 2220 4300 22 000000					HS MEDIA CENTER MATLS							$12.40
	190	book processing fee						F		1.00			$11.11
	10E028 2220 4300 22 000000					HS MEDIA CENTER MATLS							$11.11
FOLLETT 007	FOLLETT CONTENT SOLUTIONS	561044F	0102500140	05502025	AP	library books			B	04/29/2025	05/12/2025	A	$108.68
								24-25					$108.68
	150	#2423UD0 Shut up, this is serious by Ixta, Carolina						F		1.00			$19.60
	10E028 2220 4300 22 000000					HS MEDIA CENTER MATLS							$19.60
	160	#1825PZ1 As long as they lemon trees grow by Katouch, Zoulfa						F		1.00			$19.60
	10E028 2220 4300 22 000000					HS MEDIA CENTER MATLS							$19.60
	170	#2112ZC3 Accountable: the true story of a racist social media account and the teenager whose lives it changed						F		1.00			$20.53
	10E028 2220 4300 22 000000					HS MEDIA CENTER MATLS							$20.53
	180	#2156PBX Hell followed with us by White, Anderew Joseph						F		1.00			$21.18
	10E028 2220 4300 22 000000					HS MEDIA CENTER MATLS							$21.18
	190	book processing fee						F		1.00			$7.57
	10E028 2220 4300 22 000000					HS MEDIA CENTER MATLS							$7.57
	200	LOOKING FOR SMOKE								1.00			$20.20
	10E028 2220 4300 22 000000					HS MEDIA CENTER MATLS							$20.20
						NUMBER OF INVOICES: 2							**$250.52**
FOLLETT 008	FOLLETT CONTENT SOLUTIONS	554635F	0122500035	05512025	AP	library books purchased through grant			B	05/06/2025	05/15/2025	R	$149.49
								24-25					$149.49

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FOLLETT 008	FOLLETT CONTENT SOLUTIONS	554635F	******CONTINUED******								
	100	Annie and the unsinkable ship: a Titanic graphic novel (#2756ZE4)				P		1.00			$8.99
	10E044 2220 4100 00 380000										$8.99
	110	The Baby-sitters club. 17, Mallory and the trouble with twins (#2174DG1)				P		2.00			$24.80
	10E044 2220 4100 00 380000										$24.80
	120	Claudia in the storm: a Hurricane Katrina survival story (#2645HC0)				P		1.00			$9.99
	10E044 2220 4100 00 380000										$9.99
	140	Hettie and the London Blitz: a World War 11 survival story (#1832JD4)				P		1.00			$9.99
	10E044 2220 4100 00 380000										$9.99
	150	Nat a chance (Nat Enough, Book 6)				P		2.00			$28.32
	10E044 2220 4100 00 380000										$28.32
	160	Prudence under suspicion: a Salem witch trial graphic novel (#2756YE7)				P		1.00			$8.99
	10E044 2220 4100 00 380000										$8.99
	170	Rebecca rides for freedom: an American Revolution survival story (#1618SF4)				P		1.00			$9.99
	10E044 2220 4100 00 380000										$9.99
	180	The secret letters(Mysteries of Trash & Treasure, Book 1) (#2478SC7)				P		1.00			$9.76
	10E044 2220 4100 00 380000										$9.76
	190	The stolen key(Mysteries of Trash & Treasure, Book 3) (#2490AF0)				P		1.00			$19.60
	10E044 2220 4100 00 380000										$19.60
	350	PROCESSING						1.00			$19.06
	10E044 2220 4100 00 380000										$19.06
					NUMBER OF INVOICES: 1						**$149.49**
FORDS PA000	FORDS PAINTING	25-038	0000000000	05512025 AP	PAINTING TE		B	05/07/2025	05/15/2025	R	$875.00
						24-25					$875.00

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FORDS PA000	FORDS PAINTING	25-038	******CONTINUED******						
	20E008 2540 3250 10 000000			MISC PAINTING WORK					$875.00
				NUMBER OF INVOICES: 1					**$875.00**
FRANCIS 001	FRANCIS HOWELL CENTRAL HIGH SCHOOL	BOYS VB ENTRY042225	0000000000 05502025 AP	BOYS VOLLEYBALL ENTRY FEE	B 24-25	04/22/2025	05/12/2025 R		$208.25 $208.25
	10E045 1500 6410 22 000000			HS BOYS TOURNEY ENTRY FEES					$208.25
				NUMBER OF INVOICES: 1					**$208.25**
FREESTYL000	FREESTYLE PHOTOGRAPHIC SUPPLIES	1773047	0102500161 05502025 AP	Photography supplies	B 24-25	04/23/2025	05/12/2025 R		$378.41 $378.41
	100	191420 Holga 400 ISO 120size film			F	50.00			$239.50
	10E009 1130 4100 00 000000			PHOTOGRAPHY SUPPLIES					$239.50
	110	1464817 Kodak D-76 film developer (1058270) to make 1 gallon			F	8.00			$119.92
	10E009 1130 4100 00 000000			PHOTOGRAPHY SUPPLIES					$119.92
	120	S&H				1.00			$18.99
	10E009 1130 4100 00 000000			PHOTOGRAPHY SUPPLIES					$18.99
				NUMBER OF INVOICES: 1					**$378.41**
FROST EL000	FROST ELECTRIC SUPPLY CO	S4753155.001	0000000000 05502025 AP	CMS SCOREBOARD	B 24-25	04/24/2025	05/12/2025 R		$201.45 $201.45
	20E008 2540 4100 27 000000		27	MAINT SUPPLIES CMS					$201.45
				NUMBER OF INVOICES: 1					**$201.45**
GLOBAL V000	GLOBAL VENDING GROUP	26588	0092500128 05502025 AP	Book Bundle option 4	B 24-25	04/07/2025	05/12/2025 R		$1,275.00 $1,275.00
	100	Book-Bundles Option 4			F	1.00			$1,275.00
	10E006 1250 4100 00 250000			TITLE I INST MATERIALS & SUPPL					$1,275.00

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															NUMBER OF INVOICES: 1 **$1,275.00**
GOPHER S000	GOPHER SPORT	IN442285	0222500008	05502025	AP	PE Supplies					B	04/22/2025	05/12/2025	R	$2,366.24
										24-25					$2,366.24
	100	Screamin' Orange Basketballs Order Code #GP62-754								F		3.00			$194.85
	10E013 1110 4100 00 000000							ELEMENTARY PE SUPPLIES							$194.85
	110	Rainbow 12" cones Order code# GP93-082								F		4.00			$279.80
	10E013 1110 4100 00 000000							ELEMENTARY PE SUPPLIES							$279.80
	120	Battle Hero Dodge Ball Order Code# GP72-390								F		6.00			$654.00
	10E013 1110 4100 00 000000							ELEMENTARY PE SUPPLIES							$654.00
	130	Rainbow Softsoar Frisbee Order Code# GP20-630								F		1.00			$369.00
	10E013 1110 4100 00 000000							ELEMENTARY PE SUPPLIES							$369.00
	140	Relaxfit Mesh Vest Order Code# GP29-586								F		1.00			$289.00
	10E013 1110 4100 00 000000							ELEMENTARY PE SUPPLIES							$289.00
	150	Rainbow Durabilitee Order Code# GP42-174								F		1.00			$289.00
	10E013 1110 4100 00 000000							ELEMENTARY PE SUPPLIES							$289.00
	160	S&H										1.00			$290.59
	10E013 1110 4100 00 000000							ELEMENTARY PE SUPPLIES							$290.59
															NUMBER OF INVOICES: 1 **$2,366.24**
GRAINGER000	GRAINGER	9486192025	0000000000	05512025	AP	CHS MAINT SUPPLIES					B	04/25/2025	05/15/2025	R	$289.93
										24-25					$289.93
	20E008 2540 4100 22 000000						22	CHS MAINT SUPPLIES							$289.93
GRAINGER000	GRAINGER	94989132846	0000000000	05512025	AP	CHS MAINT SUPPLIES					B	04/29/2025	05/15/2025	R	$579.86
										24-25					$579.86
	20E008 2540 4100 22 000000						22	CHS MAINT SUPPLIES							$579.86

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					NUMBER OF INVOICES: 2						**$869.79**
GREAT MI000	GREAT MINDS PBC	INV222707	0092500180	05502025 AP	See Attached Quote	24-25	B	04/01/2025	05/12/2025	R	$7,178.76 $7,178.76
	100	Grade K module 1 Chicka Chicka Boom Boom				F	17.00				$152.83
	10E006 1250 4100 00 250000				TITLE I INST MATERIALS & SUPPL						$152.83
	110	Grade K Module 1 Last Stop on Market Street				F	17.00				$322.83
	10E006 1250 4100 00 250000				TITLE I INST MATERIALS & SUPPL						$322.83
	120	Grade K Module 1 My Five Senses				F	17.00				$152.83
	10E006 1250 4100 00 250000				TITLE I INST MATERIALS & SUPPL						$152.83
	130	Grade K Module 1 My Five Senses				F	17.00				$135.83
	10E006 1250 4100 00 250000				TITLE I INST MATERIALS & SUPPL						$135.83
	140	Grade K Module 1 Rap A Tap Tap: Here's Bojangles- Think Of				F	17.00				$322.83
	10E006 1250 4100 00 250000				TITLE I INST MATERIALS & SUPPL						$322.83
	150	Grade K Module 2 Farm Animals				F	17.00				$67.83
	10E006 1250 4100 00 250000				TITLE I INST MATERIALS & SUPPL						$67.83
	160	Grade K Module 2 The Little Red Hen				F	17.00				$305.83
	10E006 1250 4100 00 250000				TITLE I INST MATERIALS & SUPPL						$305.83
	170	Grade K Module 2 The Three Billy Goats Gruff				F	17.00				$169.83
	10E006 1250 4100 00 250000				TITLE I INST MATERIALS & SUPPL						$169.83
	180	Grade K Module 2 The Year at Maple Hill Farm				F	17.00				$169.83
	10E006 1250 4100 00 250000				TITLE I INST MATERIALS & SUPPL						$169.83
	190	Grade K Module 2 Three Little Pigs				F	17.00				$118.83
	10E006 1250 4100 00 250000				TITLE I INST MATERIALS & SUPPL						$118.83
	200	Grade K Module 3 Communication Then and Now				F	17.00				$118.83
	10E006 1250 4100 00 250000				TITLE I INST MATERIALS & SUPPL						$118.83
	210	Grade K Module 3 Home Then and Now				F	17.00				$118.83
	10E006 1250 4100 00 250000				TITLE I INST MATERIALS & SUPPL						$118.83

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GREAT MI000	GREAT MINDS PBC	INV222707 ******CONTINUED******												
	220	Grade K Module 3 Now and Ben The Modern Inventions of Benjamin Franklin						F		17.00				$152.83
	10E006 1250 4100 00 250000	TITLE I INST MATERIALS & SUPPL												$152.83
	230	Grade K Module 3 School Then and Now						F		17.00				$118.83
	10E006 1250 4100 00 250000	TITLE I INST MATERIALS & SUPPL												$118.83
	240	Grade K Module 3 The Little House						F		17.00				$169.83
	10E006 1250 4100 00 250000	TITLE I INST MATERIALS & SUPPL												$169.83
	250	Grade K Module 3 Transportation Then and Now						F		17.00				$118.83
	10E006 1250 4100 00 250000	TITLE I INST MATERIALS & SUPPL												$118.83
	260	Grade K Module 3 When I was Young in the Mountains						F		17.00				$152.83
	10E006 1250 4100 00 250000	TITLE I INST MATERIALS & SUPPL												$152.83
	270	Grade K Module 4 Africa						F		17.00				$101.15
	10E006 1250 4100 00 250000	TITLE I INST MATERIALS & SUPPL												$101.15
	280	Grade K Module 4 Antarctica						F		17.00				$101.15
	10E006 1250 4100 00 250000	TITLE I INST MATERIALS & SUPPL												$101.15
	290	Grade K Module 4 Asia						F		17.00				$101.15
	10E006 1250 4100 00 250000	TITLE I INST MATERIALS & SUPPL												$101.15
	300	Grade K Module 4 Australia						F		17.00				$101.15
	10E006 1250 4100 00 250000	TITLE I INST MATERIALS & SUPPL												$101.15
	310	Grade K Module 4 Barefoot Book World Atlas						F		17.00				$339.83
	10E006 1250 4100 00 250000	TITLE I INST MATERIALS & SUPPL												$339.83
	320	Grade K Module 4 Europe						F		17.00				$101.15
	10E006 1250 4100 00 250000	TITLE I INST MATERIALS & SUPPL												$101.15
	330	Grade K Module 4 Introducing North America						F		17.00				$152.15
	10E006 1250 4100 00 250000	TITLE I INST MATERIALS & SUPPL												$152.15
	340	Grade K Module 4 Moon Rope						F		17.00				$169.83
	10E006 1250 4100 00 250000	TITLE I INST MATERIALS & SUPPL												$169.83
	350	Grade K Module 4 South America						F		17.00				$101.15
	10E006 1250 4100 00 250000	TITLE I INST MATERIALS & SUPPL												$101.15

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GREAT MI000	GREAT MINDS PBC	INV222707 ******CONTINUED******										
	360	Grade K Module 4 The Story of Ferdinand					F		17.00			$101.83
	10E006 1250 4100 00 250000		TITLE I INST MATERIALS & SUPPL									$101.83
	370	Grade K Module 4 Why Mosquitoes Buzz in People's Ears					F		17.00			$152.83
	10E006 1250 4100 00 250000		TITLE I INST MATERIALS & SUPPL									$152.83
	380	Grade 1 Module Green Eggs and Ham					F		17.00			$169.83
	10E006 1250 4100 00 250000		TITLE I INST MATERIALS & SUPPL									$169.83
	390	Grade 1 Module 1 Museum ABC Hardcover					F		17.00			$356.83
	10E006 1250 4100 00 250000		TITLE I INST MATERIALS & SUPPL									$356.83
	400	Grade 1 Module 1 My Librarian is a Camel					F		17.00			$305.83
	10E006 1250 4100 00 250000		TITLE I INST MATERIALS & SUPPL									$305.83
	410	Grade 1 Module 1 That Book Woman					F		17.00			$305.83
	10E006 1250 4100 00 250000		TITLE I INST MATERIALS & SUPPL									$305.83
	420	Grade 1 Module 1 Tomas and the Library Lady					F		17.00			$152.83
	10E006 1250 4100 00 250000		TITLE I INST MATERIALS & SUPPL									$152.83
	430	Grade 1 Module 1 Waiting for the Biblioburro					F		17.00			$322.83
	10E006 1250 4100 00 250000		TITLE I INST MATERIALS & SUPPL									$322.83
	440	Grade 1 Module 2 Me Jane					F		17.00			$322.83
	10E006 1250 4100 00 250000		TITLE I INST MATERIALS & SUPPL									$322.83
	450	Grade 1 Module 2 Never Smile at a Monkey					F		17.00			$169.83
	10E006 1250 4100 00 250000		TITLE I INST MATERIALS & SUPPL									$169.83
	460	Grade 1 Module 2 Seven Blind Mice					F		17.00			$152.83
	10E006 1250 4100 00 250000		TITLE I INST MATERIALS & SUPPL									$152.83
	470	Grade 1 Module 2 What to do you do with a Tail Like This?					F		17.00			$135.15
	10E006 1250 4100 00 250000		TITLE I INST MATERIALS & SUPPL									$135.15
	480	Grade 1 Module 3 Brave Irene					F		17.00			$152.83
	10E006 1250 4100 00 250000		TITLE I INST MATERIALS & SUPPL									$152.83
	490	Grade 1 Module 3 Feel The Wind					F		17.00			$152.83

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GREAT MI000	GREAT MINDS PBC	INV222707	******CONTINUED******									
	10E006 1250 4100 00 250000			TITLE I INST MATERIALS & SUPPL								$152.83
	500	Grade 1 Module 3 Feelings					F		17.00			$169.83
	10E006 1250 4100 00 250000			TITLE I INST MATERIALS & SUPPL								$169.83
	510	Grade 1 Gilberto and the Wind					F		17.00			$135.83
	10E006 1250 4100 00 250000			TITLE I INST MATERIALS & SUPPL								$135.83
	520	Grade 1 Module 3 Owl at Home					F		17.00			$84.83
	10E006 1250 4100 00 250000			TITLE I INST MATERIALS & SUPPL								$84.83
	530	Grade 1 Module 3 The Boy Who Harnessed The Wind					F		17.00			$322.83
	10E006 1250 4100 00 250000			TITLE I INST MATERIALS & SUPPL								$322.83
	540	Grade 1 Module 4 A Glass Gold Sandal					F		17.00			$339.83
	10E006 1250 4100 00 250000			TITLE I INST MATERIALS & SUPPL								$339.83
	550	Grade 1 Module 4 Adelita A Mexican Cinderella Story					F		17.00			$152.83
	10E006 1250 4100 00 250000			TITLE I INST MATERIALS & SUPPL								$152.83
	560	Grade 1 Module 4 Bigfoot Cinderrrrella					F		17.00			$135.83
	10E006 1250 4100 00 250000			TITLE I INST MATERIALS & SUPPL								$135.83
	570	Grade 1 Module 4 Cendrillon A Carribean Cinderella					F		17.00			$152.83
	10E006 1250 4100 00 250000			TITLE I INST MATERIALS & SUPPL								$152.83
	580	Grade 1 Module 4 Cinderella					F		17.00			$135.83
	10E006 1250 4100 00 250000			TITLE I INST MATERIALS & SUPPL								$135.83
	590	Grade 1 Module 4 The Korean Cinderella					F		17.00			$152.83
	10E006 1250 4100 00 250000			TITLE I INST MATERIALS & SUPPL								$152.83
	600	Grade 1 Module 4 The Rough-Face Girl					F		17.00			$152.83
	10E006 1250 4100 00 250000			TITLE I INST MATERIALS & SUPPL								$152.83
	610	Discount					F		1.00			$-2,708.97
	10E006 1250 4100 00 250000			TITLE I INST MATERIALS & SUPPL								$-2,708.97
	620	Shipping					F		1.00			$857.84
	10E006 1250 4100 00 250000			TITLE I INST MATERIALS & SUPPL								$857.84
				NUMBER OF INVOICES: 1								**$7,178.76**
GUIN MUN000	GUIN MUNDORF LLC	STMT 04302025	0000000000	05502025	AP	BOARD GOV 15587.50/LF2019		B	04/30/2025	05/12/2025	R	$30,030.00

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GUIN MUN000	GUIN MUNDORF LLC	STMT 04302025	******CONTINUED******			1597.50/RETIAINER 450/STUDENTS 12035.00							
								24-25					$30,030.00
	80E001 2310 3180 00 000000					Legal	ATTOR						$30,030.00
						NUMBER OF INVOICES: 1							**$30,030.00**
HAACKSHA000	HAACKE, SHANNAN	MILEAGE 04292025	0000000000	05502025	AP	MILEAGE APRIL EL TEACHER			B	04/01/2025	05/12/2025	R	$19.95
								24-25					$19.95
	10E069 1130 3320 00 000000												$19.95
						NUMBER OF INVOICES: 1							**$19.95**
HALL LYN000	HALL, LYNN	MILEAGE APR2025	0000000000	05502025	AP	PTA MILEAGE APRIL 24			B	04/30/2025	05/12/2025	R	$32.83
								24-25					$32.83
	10E012 2130 3320 00 000000					HEALTH SERVICES-TRAVEL							$32.83
						NUMBER OF INVOICES: 1							**$32.83**
HARDYMEL000	HARDY, MELISSA	MILEAGE04302025	0000000000	05502025	AP	SLP APRIL MILEAGE			B	04/30/2025	05/12/2025	R	$85.54
								24-25					$85.54
	10E012 1210 3320 00 000000					SLP IN-DISTR-TRAVEL							$85.54
						NUMBER OF INVOICES: 1							**$85.54**
HEALTHY 001	HEALTHY ROSTER INC	INV5257	0142500053	05502025	AP	Healthy Roster email po to: megan.giesige@healthyroster.com			B	07/01/2025	05/13/2025	R	$1,998.00
								24-25					$1,998.00
	100	Per Provider User Annual						F		2.00			$1,998.00
	10E093 2660 3141 00 000000					TECHNOLOGY - SOFTWARE LICENSES							$1,998.00

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						NUMBER OF INVOICES: 1						**$1,998.00**
HIGHLAND004	HIGHLAND HIGH SCHOOL	BOYS TRACK EF	0000000000	05502025	AP	BOYS TRACK ENTRY FEE	B		04/22/2023	05/12/2025	R	$225.00
							24-25					$225.00
	10E045 1500 6410 22 000000					HS BOYS TOURNEY ENTRY FEES						$225.00
						NUMBER OF INVOICES: 1						**$225.00**
HOLLAND 000	HOLLAND CONSTRUCTION SERVICES	PAY APP 1 CAVC NEW	0000000000	05502025	AP	PAY APP 1 CAVC NEW CONSTRUCTION	B		04/30/2024	05/12/2025	R	$20,250.00
							24-25					$20,250.00
	60E001 2533 5420 34 000000					CAVC SITE WORK						$20,250.00
HOLLAND 000	HOLLAND CONSTRUCTION SERVICES	PAY APP 2 CAVC NEW	0000000000	05502025	AP	PAY APP 2 CAVC NEW CONSTRUCTION	B		04/30/2025	05/12/2025	R	$62,250.00
							24-25					$62,250.00
	60E001 2533 5420 34 000000					CAVC SITE WORK						$62,250.00
HOLLAND 000	HOLLAND CONSTRUCTION SERVICES	PAY APP 3 NEW CONST	0000000000	05502025	AP	FPAY APP 3 NEW CONSTRUCTION	B		03/31/2025	05/12/2025	R	$12,500.00
							24-25					$12,500.00
	60E001 2533 5410 34 000000					CAVC-OUTSIDE OF CONTRACT						$12,500.00
						NUMBER OF INVOICES: 3						**$95,000.00**
HONKAMP 000	HONKAMP PC	643274	0000000000	05502025	AP	ISBE GATA FILING FOR YEAR ENDED JUNE 30	B		04/28/2025	05/12/2025	A	$1,298.00
							24-25					$1,298.00
	80E001 2310 3170 00 000000					DISTRICT AUDIT						$1,298.00
						NUMBER OF INVOICES: 1						**$1,298.00**
HOPE SCH000	THE HOPE SCHOOL	STMT 04252025	0000000000	05502025	AP	ELEM TUITION APRIL	B		04/30/2025	05/12/2025	R	$5,817.63
							24-25					$5,817.63
	10E092 4220 6800 00 000000											$5,817.63

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HOPE SCH000	THE HOPE SCHOOL	STMT04302025	0000000000	05502025	AP	ELEM TUITION		B		04/30/2025	05/12/2025	R	$5,817.63
								24-25					$5,817.63
	10E092 4220 6800 00 000000												$5,817.63
						NUMBER OF INVOICES: 2							**$11,635.26**
HOUBEKIM000	HOUBERG, KIMBERLY	MILEAGE04302025	0000000000	05502025	AP	FAMILY SUPPORT MILEAGE 4/30/2025		B		04/30/2025	05/12/2025	R	$133.49
								24-25					$133.49
	10E006 3300 3320 00 250000			Family Engagement Travel									$133.49
						NUMBER OF INVOICES: 1							**$133.49**
IASB PUB000	IASB PUBLICATIONS	461729	0242500017	05502025	AP	Annual subscription for BoardBook and PRESS policy subscription		B		05/02/2025	05/12/2025	R	$8,505.00
								24-25					$8,505.00
	100	BoardBook Supscription						F	1.00				$4,000.00
	10E001 2310 3100 00 000000			IASB POLICY UPDATE									$4,000.00
	110	Policy Reference Education Subscription Service						F	1.00				$1,055.00
	10E001 2310 3100 00 000000			IASB POLICY UPDATE									$1,055.00
	120	PRESS Plus Add On						F	1.00				$825.00
	10E001 2310 3100 00 000000			IASB POLICY UPDATE									$825.00
	130	School Board Policies Online						F	1.00				$2,625.00
	10E001 2310 3100 00 000000			IASB POLICY UPDATE									$2,625.00
						NUMBER OF INVOICES: 1							**$8,505.00**
IDN-HHOF000	IDN-HHOFFMAN INC	10767829-00	0000000000	05502025	AP	CMS REPAIRS		B		04/10/2025	05/12/2025	R	$285.98
								24-25					$285.98
	20E008 2540 3230 27 000000			REP/MAINT SVC MS									$285.98

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IDN-HHOF000	IDN-HHOFFMAN INC	10792051-00	0072500061	05512025	AP	Door Closers for District Doors		B		05/12/2025	05/15/2025	R	$2,474.00
								24-25					$2,474.00
	100	4040XP RW/PA Alum TBSRT						F		6.00			$2,424.00
	20E008 2540 4100 10 000000	10	MAINT SUPPLIES UNIT										$2,424.00
	110	FREIGHT						F		1.00			$50.00
	20E008 2540 4100 10 000000	10	MAINT SUPPLIES UNIT										$50.00
						NUMBER OF INVOICES: 2							**$2,759.98**
ILLINOIS015	ILLINOIS CENTER FOR AUTISM	STMT04302025	0000000000	05502025	AP	SPEC ED TUITION HS 25523.10 ELEM 38568.24		B		04/30/2025	05/12/2025	R	$64,091.34
								24-25					$64,091.34
	10E012 4220 6807 00 000000		ILLINOIS CENTER FOR AUTISM										$64,091.34
						NUMBER OF INVOICES: 1							**$64,091.34**
ILLINOIS057	ILLINOIS SCHOOL FOR THE DEAF	ISD03312025KW	0000000000	05502025	AP	TUITION		B		04/11/2025	05/12/2025	R	$6,819.63
								24-25					$6,819.63
	10E092 4220 6800 00 000000												$6,819.63
ILLINOIS057	ILLINOIS SCHOOL FOR THE DEAF	STMT05132025	0000000000	05512025	AP	STUDENT TRANSPORTATION		B		05/13/2025	05/15/2025	R	$92.50
								24-25					$92.50
	40E012 2550 3330 00 000000		SPEC ED TRAN-NON FIRST STUDENT										$92.50
						NUMBER OF INVOICES: 2							**$6,912.13**
ILLINOIS074	ILLINOIS STATE UNIVERSITY BANDS	2025 STATE MARCHING	0000000000	05502025	AP	2025 IL STATE MARCHING BAND CHAMP ENTRY FEE		B		03/26/2025	05/12/2025	R	$650.00
								24-25					$650.00
	10E014 1130 6400 22 000000		HS BAND/MUSIC DUES/FEES										$650.00
						NUMBER OF INVOICES: 1							**$650.00**
ILLINOIS086	ILLINOIS AMERICAN WATER	210055049598 40325	0000000000	05502025	AP	CASEYVILLE WATER/SEWER		B		04/03/2025	05/12/2025	R	$43.44

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ILLINOIS086	ILLINOIS AMERICAN WATER	210055049598 40325	******CONTINUED******							
					24-25					$43.44
	20E007 2540 3700 21 000000			WATER & SEWER CASEYVILLE						$43.44
				NUMBER OF INVOICES: 1						**$43.44**
IMEL PES000	IMEL PEST CONTROL	592537	0000000000 05512025 AP	PEST CONTROL KREITNER		B	03/31/2025	05/15/2025	R	$65.00
					24-25					$65.00
	20E007 2540 3210 10 000000			TRASH REMOVAL AND PEST CONTROL						$65.00
IMEL PES000	IMEL PEST CONTROL	592592	0000000000 05512025 AP	PEST CONTROL CMS		B	04/01/2025	05/15/2025	R	$65.00
					24-25					$65.00
	20E007 2540 3210 10 000000			TRASH REMOVAL AND PEST CONTROL						$65.00
IMEL PES000	IMEL PEST CONTROL	593258	0000000000 05502025 AP	MARYVILLE PEST CONT		B	04/19/2025	05/12/2025	R	$250.00
					24-25					$250.00
	20E007 2540 3210 10 000000			TRASH REMOVAL AND PEST CONTROL						$250.00
IMEL PES000	IMEL PEST CONTROL	593259	0000000000 05502025 AP	RENFRO PEST CONT		B	04/19/2025	05/12/2025	R	$70.00
					24-25					$70.00
	20E007 2540 3210 10 000000			TRASH REMOVAL AND PEST CONTROL						$70.00
IMEL PES000	IMEL PEST CONTROL	593260	0000000000 05502025 AP	DIS PEST CONT		B	04/19/2025	05/12/2025	R	$80.00
					24-25					$80.00
	20E007 2540 3210 10 000000			TRASH REMOVAL AND PEST CONTROL						$80.00
IMEL PES000	IMEL PEST CONTROL	593372	0000000000 05502025 AP	WEBSTER PEST CONTROL		B	04/23/2025	05/12/2025	R	$80.00
					24-25					$80.00
	20E007 2540 3210 10 000000			TRASH REMOVAL AND PEST CONTROL						$80.00
IMEL PES000	IMEL PEST CONTROL	593685	0000000000 05512025 AP	PEST CONTROL KREITNER		B	04/30/2025	05/15/2025	R	$65.00
					24-25					$65.00
	20E007 2540 3210 10 000000			TRASH REMOVAL AND PEST CONTROL						$65.00

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IMEL PES000	IMEL PEST CONTROL	593687	0000000000	05512025 AP	PEST CONTROL CMS		B	04/30/2025	05/15/2025	R	$65.00
							24-25				$65.00
	20E007 2540 3210 10 000000			TRASH REMOVAL AND PEST CONTROL							$65.00
					NUMBER OF INVOICES: 8						**$740.00**
IMPERIAL000	IMPERIAL DADE	37325705	0000000000	05502025 AP	WAREHOUSE SUPPLIES FOAM		B	04/04/2025	05/12/2025	R	$3,880.00
							24-25				$3,880.00
	20E007 2540 4100 10 000000			CUSTODIAL SUPPLIES UNIT							$3,880.00
IMPERIAL000	IMPERIAL DADE	37325706	0000000000	05502025 AP	WAREHOUSE SUPPLIES CLEANER		B	04/04/2025	05/12/2025	R	$1,794.30
							24-25				$1,794.30
	20E007 2540 4100 10 000000			CUSTODIAL SUPPLIES UNIT							$1,794.30
IMPERIAL000	IMPERIAL DADE	37550117	0000000000	05502025 AP	WAREHOUSE SUPPLIES		B	04/28/2025	05/13/2025	R	$1,889.54
							24-25				$1,889.54
	20E007 2540 4100 10 000000			CUSTODIAL SUPPLIES UNIT							$1,889.54
					NUMBER OF INVOICES: 3						**$7,563.84**
ISCORP 000	ISCORP	0746458	0000000000	05502025 AP	SKYWARD HOSTING SERVICE		B	05/01/2025	05/12/2025	R	$3,000.00
							24-25				$3,000.00
	80E001 2660 3140 00 000000			CLOUD-IS CORP HOSTING-SKYWARD							$3,000.00
					NUMBER OF INVOICES: 1						**$3,000.00**
ISTE REG000	ISTE REGISTRATION OFFICE	807453	0082500066	05502025 AP	Registration for A. Moore for ISTE Live Confrance. Paid for with Title II Funds		B	04/14/2025	05/13/2025	R	$795.00
							24-25				$795.00
	2	Registration for Andrea Moore for ISTE Live San Antoino TX.					F	1.00			$795.00
	10E075 2210 3320 00 250000			TITLE II- IMPR INSTR-TRAVEL							$795.00

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION	PO NUMBER / QUICK KEY	BATCH / BANK / DISC AMT	DESCRIPTION / ADJUSTMENT DESCRIPTION / ACCOUNT LEVEL DESCRIPTION	LQ / FY / LQ	S	INV DATE / ADJ AMT / QTY	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
					NUMBER OF INVOICES: 1						**$795.00**
JOSTENS 000	JOSTENS	37052108	0000000000	05502025 AP	REPLACEMENT DIPLOMA		B	04/30/2025	05/12/2025	R	$18.00
						24-25					$18.00
	10E001 2310 6900 20 000000				GRADUATION EXPENSES						$18.00
					NUMBER OF INVOICES: 1						**$18.00**
JUELFBEC000	JUELFS, BECKY	REIMBURSE04162025	0000000000	05502025 AP	PT TO IL SOCIAL STUDIES CONF		B	04/16/2025	05/12/2025	R	$303.00
						24-25					$303.00
	10E040 2210 3320 00 250000				TITLE IV SSAE-TRAVEL						$303.00
					NUMBER OF INVOICES: 1						**$303.00**
KALEIDOS002	KALEIDOSCOPE CENTER	STMT04232025	0000000000	05502025 AP	PARTICIPATION IN IEP MEETING		B	04/23/2025	05/12/2025	R	$400.00
						24-25					$400.00
	10E092 2523 3110 00 000000										$400.00
					NUMBER OF INVOICES: 1						**$400.00**
KEENEJEN000	KEENE, JENNIFER	REIMBURSE04072025	0000000000	05502025 AP	EXTENDED DAY SNACKS		B	04/07/2025	05/12/2025	R	$26.95
						24-25					$26.95
	10E006 1250 4100 00 250000				TITLE I INST MATERIALS & SUPPL						$26.95
					NUMBER OF INVOICES: 1						**$26.95**
KVC BEHA000	KVC BEHAVIORAL HEALTH MO INC	CLN.0325.29460	0000000000	05502025 AP	SPECIAL ED TUITION HS 10596.16 ELEM 10596.16		B	04/09/2025	05/12/2025	R	$21,192.32
						24-25					$21,192.32
	10E092 4220 6800 00 000000										$21,192.32
					NUMBER OF INVOICES: 1						**$21,192.32**
L & K FI000	L & K FIRE PROTECTION	36221	0000000000	05502025 AP	CHS REPAIRS SPRINKLERS GYM		B	04/22/2025	05/12/2025	R	$796.94

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF / CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION / QUICK KEY	PO NUMBER	BATCH	BANK	DESCRIPTION / DISC AMT / ADJUSTMENT DESCRIPTION / ACCOUNT LEVEL DESCRIPTION	1099	LQ	S	INV DATE	DUE DATE	C	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
L & K FI000	L & K FIRE PROTECTION	36221	******CONTINUED******										
								24-25					$796.94
	20E008 2540 3230 22 000000					CHS REPAIR/MAINT							$796.94
						NUMBER OF INVOICES: 1							**$796.94**
LAKESHOR000	LAKESHORE	90545395	0092500173	05502025	AP	72-Powe Pens 72 Fractions Power Pen		B		04/01/2025	05/12/2025	R	$899.82
								24-25					$899.82
	110 BD530X	BD530X - Power Pen^{Â®} - Set of 4						F		18.00			$899.82
	10E006 3300 4110 00 250000					PARENT ENGAGEMENT MATERIALS							$899.82
LAKESHOR000	LAKESHORE	90552971	0092500173	05502025	AP	72-Powe Pens 72 Fractions Power Pen		B		04/01/2025	05/12/2025	R	$863.28
								24-25					$863.28
	100 BD526	BD526 - Fractions Power Pen^{Â®} Quiz Cards						F		72.00			$863.28
	10E006 3300 4110 00 250000					PARENT ENGAGEMENT MATERIALS							$863.28
LAKESHOR000	LAKESHORE	90572393	0092500185	05502025	AP	Good Shepherd Lutheran Order		B		04/04/2025	05/12/2025	R	$9.99
								24-25					$9.99
	150 VR455	VR455 - Magnetic Hooks - Set of 5						F		1.00			$9.99
	10E006 3700 4100 00 250000					NP INSTRUCTIONAL MATERIALS							$9.99
LAKESHOR000	LAKESHORE	90572394	0092500052	05502025	AP	See Attachment		B		04/04/2025	05/12/2025	R	$59.99
								24-25					$59.99
	200	PP319-Arts and Crafts Supply Center						F		1.00			$59.99
	10E006 1250 4100 00 250000					TITLE I INST MATERIALS & SUPPL							$59.99
LAKESHOR000	LAKESHORE	90574501	0092500185	05502025	AP	Good Shepherd Lutheran Order		B		04/05/2025	05/12/2025	R	$178.46
								24-25					$178.46
	100 LM331	LM331 - Multiplication Grab Play Game - Gr 3-4						F		1.00			$24.99

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF / CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION / QUICK KEY / ACCOUNT LEVEL DESCRIPTION	PO NUMBER	BATCH	BANK	DESCRIPTION / DISC AMT / ADJUSTMENT DESCRIPTION / 1099	LQ / FY / LQ	S	INV DATE / ADJ AMT / QTY	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
LAKESHOR000	LAKESHORE	90574501	******CONTINUED******									
	10E006 3700 4100 00 250000					NP INSTRUCTIONAL MATERIALS						$24.99
	110 LM506	LM506 - Sight-Word Magnets					F		1.00			$9.99
	10E006 3700 4100 00 250000					NP INSTRUCTIONAL MATERIALS						$9.99
	160 AA750X	AA750X - Book Bins - Set of 16					F		1.00			$93.50
	10E006 3700 4100 00 250000					NP INSTRUCTIONAL MATERIALS						$93.50
	180 LC511BU	LC511BU - Flex-Space Wobble Cushion - Blue					F		2.00			$49.98
	10E006 3700 4100 00 250000					NP INSTRUCTIONAL MATERIALS						$49.98
LAKESHOR000	LAKESHORE	90577925	0092500185	05502025	AP	Good Shepherd Lutheran Order		B	04/06/2025	05/12/2025	R	$264.00
							24-25					$264.00
	120 FF292X	FF292X - Hands-On Regrouping Kits - Complete Set					F		1.00			$149.00
	10E006 3700 4100 00 250000					NP INSTRUCTIONAL MATERIALS						$149.00
	140 GG245X	GG245X - Mastering Phonics Games Library					F		1.00			$115.00
	10E006 3700 4100 00 250000					NP INSTRUCTIONAL MATERIALS						$115.00
LAKESHOR000	LAKESHORE	90584160	0092500185	05502025	AP	Good Shepherd Lutheran Order		B	04/07/2025	05/12/2025	R	$378.00
							24-25					$378.00
	130 GG315X	GG315X - Reading Comprehension Games Library - Gr 4-5					F		1.00			$179.00
	10E006 3700 4100 00 250000					NP INSTRUCTIONAL MATERIALS						$179.00
	170 FF464	FF464 - Leveled Library Mobile Storage Cart					F		1.00			$199.00
	10E006 3700 4100 00 250000					NP INSTRUCTIONAL MATERIALS						$199.00
						NUMBER OF INVOICES: 7						**$2,653.54**
LAMINATO000	LAMINATOR.COM	372050	0102500073	05502025	AP	6 ROLLS OF FILM		B	03/31/2025	05/12/2025	R	$186.24
							24-25					$186.24
	10E028 2220 4100 22 000000					CHS MEDIA CENTER BOOKS						$186.24

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						NUMBER OF INVOICES: 1							**$186.24**
LAUENSTA000	LAUENSTEIN, STACEY	MILEAGE04302025	0000000000	05502025	AP	INSTR COACH APRIL MILEAGE			B	04/30/2025	05/12/2025	R	$44.38
								24-25					$44.38
	10E004 1110 3300 00 000000					Elem In-District Travel							$44.38
						NUMBER OF INVOICES: 1							**$44.38**
LEARNWEL000	LEARNWELL EDUCATION	INV249452	0000000000	05502025	AP	HOSPITAL TUTORING			B	04/25/2025	05/12/2025	R	$600.26
								24-25					$600.26
	10E092 4220 6800 00 000000												$600.26
LEARNWEL000	LEARNWELL EDUCATION	INV250689	0000000000	05512025	AP	HOSPITAL TUTORING			B	04/30/2025	05/15/2025	R	$496.77
								24-25					$496.77
	10E092 4220 6800 00 000000												$496.77
						NUMBER OF INVOICES: 2							**$1,097.03**
LEES SPO001	LEES SPORTS	116515	0000000000	05502025	AP	SOFTBALLS CMS			B	05/02/2025	05/12/2025	R	$194.88
								24-25					$194.88
	10E046 1500 4170 27 000000					MS GIRLS SOFTBALL SUPPLIES							$194.88
						NUMBER OF INVOICES: 1							**$194.88**
LINCOLN 003	LINCOLN PRAIRIE BHC	2021-21235	0000000000	05502025	AP	7TH GRADE REG ED			B	04/23/2025	05/12/2025	R	$300.00
								24-25					$300.00
	10E092 4220 6800 00 000000												$300.00
						NUMBER OF INVOICES: 1							**$300.00**
LOGOS SC000	LOGOS SCHOOL	19510	0000000000	05502025	AP	SPEC ED TUITION ELEM 4285/HS 4285			B	04/30/2025	05/12/2025	R	$8,570.00
								24-25					$8,570.00
	10E092 4220 6800 00 000000												$8,570.00

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF / CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION / QUICK KEY	PO NUMBER	BATCH	BANK	DESCRIPTION / DISC AMT / ADJUSTMENT DESCRIPTION / ACCOUNT LEVEL DESCRIPTION	1099	LQ	S	INV DATE	DUE DATE	C	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
						NUMBER OF INVOICES: 1							**$8,570.00**
MALAGYES000	MALAGON, YESENIA	REIMBURSE04142025	0000000000	05502025	AP	ELL FAMILY EVENT			B	04/14/2025	05/12/2025	R	$16.25
								24-25					$16.25
	10E069 1250 4100 00 250000					TITLE III LIPLEP-SUPPLIES							$16.25
						NUMBER OF INVOICES: 1							**$16.25**
MARLIN L000	MARLIN LEASING CORPORATION	40471324	0000000000	05502025	AP	XEROX LEASE			B	05/04/2025	05/13/2025	R	$1,563.22
								24-25					$1,563.22
	30E001 5000 5040 00 000000					COPIER LEASE							$1,563.22
						NUMBER OF INVOICES: 1							**$1,563.22**
MARXAM L000	MARXAM LLC	88441	0000000000	05502025	AP	INK CARTRIDGE CHS			B	05/05/2025	05/12/2025	R	$250.50
								24-25					$250.50
	10E049 2410 3400 00 000000												$250.50
MARXAM L000	MARXAM LLC	88595	0000000000	05502025	AP	INK CARTRIDGE CHS			B	05/05/2025	05/12/2025	R	$250.50
								24-25					$250.50
	10E049 2410 3400 00 000000												$250.50
						NUMBER OF INVOICES: 2							**$501.00**
MASCOUTA000	MASCOUTAH HIGH SCHOOL	GIRLS TRACK 4242025	0000000000	05502025	AP	CHS GIRLS TRACK MEET			B	04/24/2025	05/12/2025	R	$250.00
								24-25					$250.00
	10E046 1500 6400 22 000000					HS GIRLS TOURNEY ENTRY FEES							$250.00
						NUMBER OF INVOICES: 1							**$250.00**
MASTER A000	MASTER AUTO REPAIR	127768	0000000000	05512025	AP	MAINT REPAIR			B	05/05/2025	05/15/2025	R	$34.95
								24-25					$34.95
	20E008 2540 3230 10 000000					BLDGS/GRDS MAINT SVC							$34.95

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					NUMBER OF INVOICES: 1				**$34.95**
MATH TEA000	MATH TEACHERS PRESS	00052233	0092500165	05502025 AP	Math Teacher Press Inc Quote Attached		B	03/27/2025 05/12/2025	R $16,885.00
						24-25			$16,885.00
	100	SSAv2-MBTv2Level A Small Class v				F	5.00		$2,225.00
	10E006 1250 4140 00 250000				TITLE I MATERIALS SUPPLIES-SA				$2,225.00
	110	MBTAM-MBTv2 Level a Manipulative Kit				F	5.00		$1,500.00
	10E006 1250 4140 00 250000				TITLE I MATERIALS SUPPLIES-SA				$1,500.00
	120	SSBv2-MBTv2 Level B Small Class Kit				F	5.00		$2,225.00
	10E006 1250 4140 00 250000				TITLE I MATERIALS SUPPLIES-SA				$2,225.00
	130	MBTBM-MBTv2 Level B Manipulative Kit				F	5.00		$1,400.00
	10E006 1250 4140 00 250000				TITLE I MATERIALS SUPPLIES-SA				$1,400.00
	140	SSFA-Foundations Level A Small Class Kit				F	4.00		$2,420.00
	10E006 1250 4140 00 250000				TITLE I MATERIALS SUPPLIES-SA				$2,420.00
	150	FMKA-Foundations Level A Manipulative Kit				F	4.00		$1,060.00
	10E006 1250 4140 00 250000				TITLE I MATERIALS SUPPLIES-SA				$1,060.00
	160	SSFB-Foundations Level B Small Group of 5				F	4.00		$3,240.00
	10E006 1250 4140 00 250000				TITLE I MATERIALS SUPPLIES-SA				$3,240.00
	170	FMKB-Foundations Level B Manipulative Kit				F	4.00		$1,280.00
	10E006 1250 4140 00 250000				TITLE I MATERIALS SUPPLIES-SA				$1,280.00
	180	Shipping				F	1.00		$1,535.00
	10E006 1250 4140 00 250000				TITLE I MATERIALS SUPPLIES-SA				$1,535.00
MATH TEA000	MATH TEACHERS PRESS	00052246	0092500188	05502025 AP	3-SSAv2 Level A Small Class v(5) 3-MBTAM MBTv2 Level A Manipulative Kit 3-SSBv2-MBTv2 Level B Small Class Kit (5) 3-MBTBM-MBTv2-Level B		B	04/10/2025 05/12/2025	R $4,851.00

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MATH TEA000	MATH TEACHERS PRESS	00052246	******CONTINUED******			Manipulative Kit							
								24-25					$4,851.00
	100	SSAv2-MBTv2 Level A Small Class v (5)						F		3.00			$1,335.00
	10E006 1250 4100 00 250000					TITLE I INST MATERIALS & SUPPL							$1,335.00
	110	MBTAM- MBTv2 Level A Manipulative Kit						F		3.00			$900.00
	10E006 1250 4100 00 250000					TITLE I INST MATERIALS & SUPPL							$900.00
	120	SSBv2- MBTv2 Level B Small Class Kit (5)						F		3.00			$1,335.00
	10E006 1250 4100 00 250000					TITLE I INST MATERIALS & SUPPL							$1,335.00
	130	MBTBM MBTv2 Level B Manipulative Kit						F		3.00			$840.00
	10E006 1250 4100 00 250000					TITLE I INST MATERIALS & SUPPL							$840.00
	140	Shipping						F		1.00			$441.00
	10E006 1250 4100 00 250000					TITLE I INST MATERIALS & SUPPL							$441.00
MATH TEA000	MATH TEACHERS PRESS	00052250	0092500196	05502025	AP	EX1CC-CCSS Extensions Grade 1 Student Book EX2CC-CCSS Extensions Grade 2 Student Book EX3CC-CCSS Extensions Grade 3 Student Book EX4CC-CCSS Extensions Grade 4 Student Book Quote Attached			B	04/10/2025	05/12/2025	R	$876.70
								24-25					$876.70
	100	EX1CC-CCSS Extensions Grade 1 Student Book						F		20.00			$259.00
	10E006 1250 4120 00 250000					TITLE I-SUMMER SCH SUPPLIES SA							$259.00
	110	EX2CC-CCSS Extensions Grade 2 Student Book						F		20.00			$259.00
	10E006 1250 4120 00 250000					TITLE I-SUMMER SCH SUPPLIES SA							$259.00
	120	EX3CC-CCSS Extensions Grade 3 Student Book						F		10.00			$139.50
	10E006 1250 4120 00 250000					TITLE I-SUMMER SCH SUPPLIES SA							$139.50
	130	EX4CC-CCSS Extensions Grade 4 Student Book						F		10.00			$139.50

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MATH TEA000	MATH TEACHERS PRESS	00052250	******CONTINUED******										
	10E006 1250 4120 00 250000					TITLE I-SUMMER SCH SUPPLIES SA							$139.50
	140	Shipping						F		1.00			$79.70
	10E006 1250 4120 00 250000					TITLE I-SUMMER SCH SUPPLIES SA							$79.70
						NUMBER OF INVOICES: 3							**$22,612.70**
MCGRAW H000	MCGRAW HILL	136668718001	0082500064	05502025 AP		Reading Wonders for Elementary Grades 3 & 4 Purchased with Elementary Instructional Supplies			B	04/30/2025	05/12/2025	R	$2,809.19
								24-25					$2,809.19
	2	READING WONDERS READING WRITING COMPANION PACKAGE GRADE 3 978-1-26-558959-2						F		48.00			$1,156.32
	10E004 1110 4120 00 000000					ELEMENTARY SUPPLIES							$1,156.32
	3	READING WONDERS READING WRITING COMPANION PACKAGE GRADE 4 978-1-26-559204-2						F		56.00			$1,349.04
	10E004 1110 4120 00 000000					ELEMENTARY SUPPLIES							$1,349.04
	4	Shipping & Handling						F		1.00			$303.83
	10E004 1110 4120 00 000000					ELEMENTARY SUPPLIES							$303.83
MCGRAW H000	MCGRAW HILL	136668718002	0082500065	05502025 AP		Be a Scientest Notebooks for grades 3,4, & 5 Purchsedwith Elementary Materials and workbooks			B	04/30/2025	05/12/2025	R	$7,250.61
								24-25					$7,250.61
	2	INSPIRE SCIENCE BE A SCIENTIST NOTEBOOK GRADE 3 978-0-07-678225-3						F		121.00			$1,909.38
	10E004 1110 4110 00 000000					ELEMENTARY WORKBOOKS							$1,909.38
	3	INSPIRE SCIENCE SPANISH BE A SCIENTIST NOTEBOOK GRADE 3 978-0-07-897093-1						F		48.00			$819.36
	10E004 1110 4110 00 000000					ELEMENTARY WORKBOOKS							$819.36

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MCGRAW H000	MCGRAW HILL	136668718002	******CONTINUED******											
	4	INSPIRE SCIENCE BE A SCIENTIST NOTEBOOK GRADE 4 978-0-07-678226-0						F		134.00				$2,114.52
	10E004 1110 4110 00 000000					ELEMENTARY WORKBOOKS								$2,114.52
	5	INSPIRE SCIENCE SPANISH BE A SCIENTIST NOTEBOOK GRADE 4 978-0-07-897096-2						F		28.00				$477.96
	10E004 1110 4110 00 000000					ELEMENTARY WORKBOOKS								$477.96
	6	INSPIRE SCIENCE BE A SCIENTIST NOTEBOOK GRADE 5 978-0-07-678227-7						F		85.00				$1,341.30
	10E004 1110 4110 00 000000					ELEMENTARY WORKBOOKS								$1,341.30
	7	Shipping & Handling						F		1.00				$588.09
	10E004 1110 4110 00 000000					ELEMENTARY WORKBOOKS								$588.09
						NUMBER OF INVOICES: 2								**$10,059.80**
MERCHALE000	MERCHANT, ALEXIS	MILEAGE04302025	0000000000	05502025	AP	OTA MILEAGE APRIL			B	04/30/2025	05/12/2025	R		$14.07
								24-25						$14.07
	10E012 2130 3320 00 000000					HEALTH SERVICES-TRAVEL	NONEM							$14.07
						NUMBER OF INVOICES: 1								**$14.07**
METRO EA000	METRO EAST EQUIPMENT	INV05122025	0000000000	05512025	AP	CHS MAINT SUPPLIES			B	05/12/2025	05/15/2025	R		$454.98
								24-25						$454.98
	20E008 2540 4100 22 000000		22			CHS MAINT SUPPLIES								$454.98
						NUMBER OF INVOICES: 1								**$454.98**
METRO LO000	METRO LOCK & SECURITY	177834-1	0000000000	05502025	AP	CHS SERVICE TRIP			B	04/15/2025	05/12/2025	R		$445.00
								24-25						$445.00
	20E008 2540 3230 22 000000					CHS REPAIR/MAINT								$445.00
						NUMBER OF INVOICES: 1								**$445.00**
NEVCO 000	NEVCO	PR-5513.1	0000000000	05502025	AP	CUSTOM SCOREBOARD CHS			B	03/26/2025	03/26/2025	R		$31,602.50

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NEVCO 000	NEVCO	PR-5513.1	******CONTINUED******										
								24-25					$31,602.50
	10E093 2660 5410 00 000000												$31,602.50
						NUMBER OF INVOICES: 1							**$31,602.50**
NEXUS-ON000	NEXUS-ONARGO	0000016631	0000000000	05502025	AP	SPED			B	03/31/2025	05/12/2025	R	$658.40
								24-25					$658.40
	10E092 4220 6800 00 000000												$658.40
NEXUS-ON000	NEXUS-ONARGO	0000016632	0000000000	05502025	AP	SPED			B	03/31/2025	05/12/2025	R	$757.16
								24-25					$757.16
	10E092 4220 6800 00 000000												$757.16
NEXUS-ON000	NEXUS-ONARGO	0000016633	0000000000	05502025	AP	SPED			B	03/31/2025	05/12/2025	R	$592.56
								24-25					$592.56
	10E092 4220 6800 00 000000												$592.56
NEXUS-ON000	NEXUS-ONARGO	0000016634	0000000000	05502025	AP	SPED			B	03/31/2025	05/12/2025	R	$493.80
								24-25					$493.80
	10E092 4220 6800 00 000000												$493.80
NEXUS-ON000	NEXUS-ONARGO	0000016635	0000000000	05502025	AP	SPED			B	03/31/2025	05/12/2025	R	$32.92
								24-25					$32.92
	10E092 4220 6800 00 000000												$32.92
NEXUS-ON000	NEXUS-ONARGO	0000016636	0000000000	05502025	AP	SPED			B	03/31/2025	05/12/2025	R	$427.96
								24-25					$427.96
	10E092 4220 6800 00 000000												$427.96
NEXUS-ON000	NEXUS-ONARGO	0000016765	0000000000	05502025	AP	SPECED			B	04/30/2025	05/12/2025	R	$6,411.68
								24-25					$6,411.68
	10E092 4220 6800 00 000000												$6,411.68

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF / CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION	PO NUMBER / QUICK KEY	BATCH / BANK / DISC AMT	DESCRIPTION / ADJUSTMENT DESCRIPTION / ACCOUNT LEVEL DESCRIPTION	LQ / FY / LQ	S / 1099	INV DATE / ADJ AMT / QTY	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
					NUMBER OF INVOICES: 7						**$9,374.48**
NOTTELMA000	NOTTELMANN MUSIC COMPANY	803324	0000000000	05502025 AP	CMS NON CAPITAL EQUIPMENT	B		04/10/2025	05/12/2025	R	$455.95
						24-25					$455.95
	10E014 1120 7000 00 000000				MS BAND/MUSIC EQUIPMENT NONCAP						$455.95
NOTTELMA000	NOTTELMANN MUSIC COMPANY	803328	0000000000	05502025 AP	CMS NON CAPITAL EQUIPMENT	B		04/10/2025	05/12/2025	R	$477.45
						24-25					$477.45
	10E014 1120 7000 00 000000				MS BAND/MUSIC EQUIPMENT NONCAP						$477.45
NOTTELMA000	NOTTELMANN MUSIC COMPANY	803334	0000000000	05502025 AP	CMS MUSIC EQUIPMENT	B		04/10/2025	05/12/2025	R	$1,624.25
						24-25					$1,624.25
	10E014 1120 5400 00 000000				MS BAND/MUSIC EQUIPMENT						$1,624.25
NOTTELMA000	NOTTELMANN MUSIC COMPANY	804627	0000000000	05502025 AP	CMS CREDIT	B		04/22/2025	05/12/2025	R	$-126.15
						24-25					$-126.15
	10E014 1120 4110 12 000000				MS VOCAL/MUSIC SUPPLIES						$-126.15
NOTTELMA000	NOTTELMANN MUSIC COMPANY	CREDIT 05062025	0000000000	05502025 AP	CREDIT FOR OVERPAYMENT	B		05/06/2025	05/12/2025	R	$-170.00
						24-25					$-170.00
	10E014 1120 4100 00 000000				MS BAND/MUSIC SUPPLIES						$-170.00
					NUMBER OF INVOICES: 5						**$2,261.50**
OATES AS000	OATES ASSOCIATES	41051	0000000000	05502025 AP	CAVC SWPP INSPECTION M45	B		04/17/2025	05/13/2025	R	$1,372.50
						24-25					$1,372.50
	60E001 2533 3110 34 000000				CAVC ARCHITECT/ENG- NEW BUILD						$1,372.50
OATES AS000	OATES ASSOCIATES	41054	0000000000	05502025 AP	JEFFERSON SUBDIVISION CONCEPT	B		04/18/2025	05/13/2025	R	$5,247.50
						24-25					$5,247.50
	20E001 2533 3110 00 000000				ARCHITECT/ENGINEERING SERVICES						$5,247.50

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OATES AS000	OATES ASSOCIATES	41059	0000000000	05502025 AP	PS 1 SPORTS FACILITY CHS		B		04/18/2025	05/13/2025	R	$6,940.00
							24-25					$6,940.00
	20E001 2533 3110 00 000000			ARCHITECT/ENGINEERING SERVICES								$6,940.00
OATES AS000	OATES ASSOCIATES	41060	0000000000	05502025 AP	CHS SPORTS SITE STUDY		B		04/18/2025	05/13/2025	R	$3,617.50
							24-25					$3,617.50
	20E001 2533 3110 00 000000			ARCHITECT/ENGINEERING SERVICES								$3,617.50
					NUMBER OF INVOICES: 4							**$17,177.50**
OFALLON 005	OFALLON HIGH SCHOOL	CHS B VB 042625	0000000000	05502025 AP	CHS BOYS VB ENTRY FEE		B		04/26/2025	05/13/2025	R	$275.00
							24-25					$275.00
	10E045 1500 6410 22 000000			HS BOYS TOURNEY ENTRY FEES								$275.00
OFALLON 005	OFALLON HIGH SCHOOL	CHS BOYS TRACK 42425	0000000000	05502025 AP	CHS BOYS TRACK ENTRY 04242025		B		04/24/2025	05/13/2025	S	$250.00
							24-25					$250.00
	10E045 1500 6410 22 000000			HS BOYS TOURNEY ENTRY FEES								$250.00
OFALLON 005	OFALLON HIGH SCHOOL	GIRLS TRACK 04182025	0000000000	05502025 AP	GIRLS TRACK ENTRY FEE CHS		B		04/18/2025	05/13/2025	S	$275.00
							24-25					$275.00
	10E046 1500 6400 22 000000			HS GIRLS TOURNEY ENTRY FEES								$275.00
					NUMBER OF INVOICES: 3							**$800.00**
OLSENKAR000	OLSEN, KAREN	REIMBURSE04142025	0000000000	05502025 AP	PBIS EGG HUNT		B		04/14/2025	05/13/2025	R	$31.83
							24-25					$31.83
	10E003 2410 4110 22 000000			CHS PBIS FUNDS								$31.83
					NUMBER OF INVOICES: 1							**$31.83**
ON SITE 000	ON SITE COMPANIES	0001858889	0000000000	05502025 AP	CHS PORTA POTTY		B		02/28/2025	05/13/2025	R	$1.48
							24-25					$1.48

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ON SITE 000	ON SITE COMPANIES	0001858889	******CONTINUED******							
	20E008 2540 3240 22 000000		REPAIR/MAINT HS ATHLETICS							$1.48
ON SITE 000	ON SITE COMPANIES	0001864629	0000000000 05502025 AP	CMS PORTA POTTY		B	03/15/2025	05/13/2025	R	$117.00
					24-25					$117.00
	20E008 2540 3230 27 000000		REP/MAINT SVC MS							$117.00
ON SITE 000	ON SITE COMPANIES	0001876695	0000000000 05502025 AP	CMS PORTAPOTTY		B	04/12/2025	05/13/2025	R	$336.68
					24-25					$336.68
	20E008 2540 3230 27 000000		REP/MAINT SVC MS							$336.68
ON SITE 000	ON SITE COMPANIES	0001885140	0000000000 05512025 AP	CMS PORTAPOTTY		B	05/10/2025	05/15/2025	R	$234.01
					24-25					$234.01
	20E008 2540 3230 27 000000		REP/MAINT SVC MS							$234.01
				NUMBER OF INVOICES: 4						**$689.17**
PEDIATRI001	PEDIATRIC THERAPY PLAYHOUSE LLC	INVOICE2	0000000000 05502025 AP	OT EVALUATION		B	04/30/2025	05/13/2025	R	$343.75
					24-25					$343.75
	10E092 2523 3110 00 000000									$343.75
				NUMBER OF INVOICES: 1						**$343.75**
PETROFF 000	PETROFF COMPANIES INC	3545	0000000000 05502025 AP	DITCH WORK AT CAVC		B	04/24/2025	05/13/2025	R	$2,000.00
					24-25					$2,000.00
	60E001 2533 5420 34 000000		CAVC SITE WORK							$2,000.00
				NUMBER OF INVOICES: 1						**$2,000.00**
PETTYAME000	PETTY, AMELIA	REIMBURSE04222025	0000000000 05502025 AP	AFTER SCHOOL GRANT		B	04/22/2025	05/13/2025	R	$50.85
					24-25					$50.85
	10E087 1110 4100 00 399900		GRANT 3999 "GARDEN SUPPLIES							$50.85

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						NUMBER OF INVOICES: 1								**$50.85**
POLAR PL000	POLAR PLUMBING HEATING & AC	5630A	0000000000	05502025	AP	NEW HVAC SYSTEM			B	03/13/2025	05/13/2025		R	$9,013.52
								24-25						$9,013.52
	10A001 1710 0011 00 000000					VOC Lot 1Tanglewood								$9,013.52
						NUMBER OF INVOICES: 1								**$9,013.52**
PORTEDAN000	PORTER, DAN	MILEAGEAPRIL25	0000000000	05502025	AP	SECURITY APRIL 2025 MILEAGE			B	04/30/2025	05/13/2025		R	$138.18
								24-25						$138.18
	10E001 2110 3320 00 000000					Truant Officer Travel								$138.18
						NUMBER OF INVOICES: 1								**$138.18**
PRO-ALAR000	PRO-ALARM	146396	0000000000	05502025	AP	CHS TROUBLESHOOTING			B	04/25/2025	05/13/2025		R	$830.00
								24-25						$830.00
	20E008 2540 3230 22 000000					CHS REPAIR/MAINT								$830.00
						NUMBER OF INVOICES: 1								**$830.00**
PULSESTE000	PULSE, STEPHANIE	REIMBURSE04242025	0000000000	05502025	AP	FAMILY READING NIGHT			B	04/24/2025	05/13/2025		R	$312.46
								24-25						$312.46
	10E006 3300 4110 00 250000					PARENT ENGAGEMENT MATERIALS								$312.46
						NUMBER OF INVOICES: 1								**$312.46**
PURITAN 000	PURITAN SPRINGS BOTTLED WATER	106482304102025	0000000000	05502025	AP	ANNEX WATER			B	04/10/2025	05/13/2025		R	$73.56
								24-25						$73.56
	10E001 2310 4100 00 000000					BOARD SUPPLIES								$73.56
						NUMBER OF INVOICES: 1								**$73.56**
REACH CO000	REACH COMMUNICATIONS INC	08152025	0000000000	05502025	AP	KEYNOTE SPEAKER			B	04/11/2025	05/13/2025		R	$6,000.00
								24-25						$6,000.00

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REACH CO000	REACH COMMUNICATIONS INC	08152025	******CONTINUED******							
	10E040 1100 3140 00 250000			TITLE IV SSAE-INSTR CONSULTANT						$6,000.00
				NUMBER OF INVOICES: 1						**$6,000.00**
REISIMIT000	REISING, MITCHELL	MILEAGE04302025	0000000000 05502025 AP	PE TEACHER MILEAGE		B	04/30/2025	05/13/2025	R	$13.86
					24-25					$13.86
	10E004 1110 3300 00 000000			Elem In-District Travel						$13.86
				NUMBER OF INVOICES: 1						**$13.86**
REPUBLIC000	REPUBLIC SERVICES #350	350-006078554	0000000000 05502025 AP	DISTRICT TRASH PICKUP		B	04/30/2025	05/13/2025	R	$12,783.94
					24-25					$12,783.94
	20E007 2540 3210 10 000000			TRASH REMOVAL AND PEST CONTROL						$12,783.94
				NUMBER OF INVOICES: 1						**$12,783.94**
ROCHESTE000	ROCHESTER 100 INC	WEBINV0014391	0152500019 05502025 AP	Nicky Folders		B	04/11/2025	05/13/2025	R	$1,050.69
					24-25					$1,050.69
	100	Nicky's Communicator(R) English #90053-K Folder Color: Navy Blue Pocket Holes: No			F		95.00			$152.00
	10E004 1110 4100 26 000000			MARYVILLE TEACHER SUPPLIES						$152.00
	110	Nicky's Communicator(R) English #90054-K Folder Color: Green Pocket Holes: No			F		70.00			$112.00
	10E004 1110 4100 26 000000			MARYVILLE TEACHER SUPPLIES						$112.00
	120	Nicky's Communicator(R) English #90058-K Folder Color: Yellow Pocket Holes: No			F		25.00			$40.00
	10E004 1110 4100 26 000000			MARYVILLE TEACHER SUPPLIES						$40.00
	130	Nicky's Communicator(R) English #90051-K Folder Color: Red Pocket Holes: No			F		35.00			$56.00

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ROCHESTE000	ROCHESTER 100 INC	WEBINV0014391	******CONTINUED******										
	10E004 1110 4100 26 000000					MARYVILLE TEACHER SUPPLIES							$56.00
	140	Nicky's(R) 4 Pocket Folder #8004-N-54						F		105.00			$242.55
		Folder Color: Green Pocket Holes: No											
	10E004 1110 4100 26 000000					MARYVILLE TEACHER SUPPLIES							$242.55
	150	Nicky's(R) 4 Pocket Folder #8004-N-51						F		15.00			$34.65
		Folder Color: Red Pocket Holes: No											
	10E004 1110 4100 26 000000					MARYVILLE TEACHER SUPPLIES							$34.65
	160	Nicky's(R) 4 Pocket Folder #8004-N-58						F		146.00			$337.26
		Folder Color: Yellow Pocket Holes: No											
	10E004 1110 4100 26 000000					MARYVILLE TEACHER SUPPLIES							$337.26
	170	Nicky's(R) 4 Pocket Folder #8004-N-53						F		33.00			$76.23
		Folder Color: Navy Blue Pocket Holes: No											
	10E004 1110 4100 26 000000					MARYVILLE TEACHER SUPPLIES							$76.23
ROCHESTE000	ROCHESTER 100 INC	WEBINV0016587	0202500012	05502025	AP	Nicky Folders			B	04/28/2025	05/13/2025	R	$638.00
								24-25					$638.00
	100	NICKY'S ENGLISH STANDARD COMMUNICATOR						F		40.00			$83.60
		FOLDERS IN METALLIC VIOLET											
	10E004 1110 4100 30 000000					TWIN ECHO TEACHER SUPPLIES							$83.60
	110	NICKY'S 4 POCKET FOLDERS (NO HOLES						F		240.00			$554.40
		#8004-N) IN METALLIC VIOLET											
	10E004 1110 4100 30 000000					TWIN ECHO TEACHER SUPPLIES							$554.40
						NUMBER OF INVOICES: 2							**$1,688.69**
ROE #3 001	ROE #3	03102025-01	0000000000	05502025	AP	U RAWLS WOMEN IN LEADERSHIP			B	03/10/2025	05/13/2025	R	$125.00
								24-25					$125.00
	10E075 2210 3320 00 250000					TITLE II- IMPR INSTR-TRAVEL							$125.00
						NUMBER OF INVOICES: 1							**$125.00**
ROYAL PA000	ROYAL PAPER INC	326478	0000000000	05502025	AP	WAREHOUSE SUPPLIES			B	04/14/2025	05/13/2025	R	$5,496.62

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ROYAL PA000	ROYAL PAPER INC	326478	******CONTINUED******				
					24-25		$5,496.62
	20E007 2540 4100 10 000000		CUSTODIAL SUPPLIES UNIT				$5,496.62
ROYAL PA000	ROYAL PAPER INC	326478-1	0000000000 05502025 AP	WAREHOUSE SUPPLIES		B 05/06/2025 05/13/2025 R	$19.96
					24-25		$19.96
	20E007 2540 4100 10 000000		CUSTODIAL SUPPLIES UNIT				$19.96
ROYAL PA000	ROYAL PAPER INC	327508	0000000000 05502025 AP	WAREHOUSE SUPPLIES		B 04/23/2025 05/13/2025 R	$3,877.37
					24-25		$3,877.37
	20E007 2540 4100 10 000000		CUSTODIAL SUPPLIES UNIT				$3,877.37
ROYAL PA000	ROYAL PAPER INC	327508-1	0000000000 05502025 AP	WAREHOUSE SUPPLIES		B 05/06/2025 05/13/2025 R	$149.70
					24-25		$149.70
	20E007 2540 4100 10 000000		CUSTODIAL SUPPLIES UNIT				$149.70
ROYAL PA000	ROYAL PAPER INC	327703	0000000000 05502025 AP	WAREHOUSE SUPPLIES AND EQUIPMENT		B 04/23/2025 05/13/2025 R	$3,308.31
					24-25		$3,308.31
	100	SUPPLIES				1.00	$179.99
	20E007 2540 4100 10 000000		CUSTODIAL SUPPLIES UNIT				$179.99
	110	EQUIPMENT				1.00	$3,128.32
	20E049 2540 5400 00 000000		CONTINGENCY				$3,128.32
ROYAL PA000	ROYAL PAPER INC	B317705-2	0000000000 05502025 AP	WAREHOUSE SUPPLIES		B 04/30/2025 05/13/2025 R	$173.32
					24-25		$173.32
	20E007 2540 4100 10 000000		CUSTODIAL SUPPLIES UNIT				$173.32
ROYAL PA000	ROYAL PAPER INC	B317705-3	0000000000 05502025 AP	CUSTODIAL WAREHOUSE		B 04/29/2025 05/13/2025 R	$259.98
					24-25		$259.98
	20E007 2540 4100 10 000000		CUSTODIAL SUPPLIES UNIT				$259.98
ROYAL PA000	ROYAL PAPER INC	B323903-1	0000000000 05502025 AP	NURSING SUPPLIES		B 04/14/2025 05/13/2025 R	$327.84
					24-25		$327.84

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ROYAL PA000	ROYAL PAPER INC	B323903-1	******CONTINUED******						
	10E001 2134 4100 00 000000			NURSE STAFF SUPPLIED					$327.84
ROYAL PA000	ROYAL PAPER INC	B326478-1	0000000000 05502025 AP	NURSING SUPPLIES	B 24-25		04/14/2025 05/13/2025	R	$170.76 $170.76
	10E001 2134 4100 00 000000			NURSE STAFF SUPPLIED					$170.76
ROYAL PA000	ROYAL PAPER INC	B327508-1	0000000000 05502025 AP	WAREHOUSE AND CHS SUPPLIES	B 24-25		05/06/2025 05/13/2025	R	$3,130.01 $3,130.01
	100	WAREHOUSE SUPPLIES				1.00			$2,309.01
	20E007 2540 4100 10 000000			CUSTODIAL SUPPLIES UNIT					$2,309.01
	110	CHS MAINT SUPPLIES				1.00			$821.00
	20E007 2540 4100 22 000000			SUPPLIES CHS					$821.00
ROYAL PA000	ROYAL PAPER INC	BLS324080-1	0000000000 05502025 AP	REPAIR CHS SCRUBBER	B 24-25		05/07/2025 05/13/2025	R	$842.32 $842.32
	20E008 2540 3230 22 000000			CHS REPAIR/MAINT					$842.32
ROYAL PA000	ROYAL PAPER INC	LS328615	0000000000 05502025 AP	MARYVILLE REPAIR SCRUBBER	B 24-25		04/30/2025 05/13/2025	R	$149.00 $149.00
	20E008 2540 3230 26 000000			REP/MAINT SVC MARYVILLE					$149.00
				NUMBER OF INVOICES: 12					**$17,905.19**
SAFARIMI000	SAFARIMICRO	sm431255	0062500229 05502025 AP	Please send PO to drew.russellsafarimicro.com	B 24-25		04/29/2025 05/13/2025	R	$2,000.40 $2,000.40
	100	M02XL120 - Epson M02XL High Capacity, Black Ink Refill			F	10.00			$2,000.40
	10E021 1220 4700 00 250000			IDEA FLO THRU-SOFTWARE SUPPLY					$2,000.40
				NUMBER OF INVOICES: 1					**$2,000.40**
SCHOOL S004	SCHOOL SPECIALTY-CLASSROOM DIRECT	208135558700	0082500062 05502025 AP	Materials for k-6. Purchased	B		04/12/2025 05/13/2025	R	$442.08

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SCHOOL S004	SCHOOL SPECIALTY-CLASSROOM DIRECT	208135558700	******CONTINUED******	with Elementary Curriculum Budget					
					24-25				$442.08
	100 1602562	School Smart Chart Tablet, 24 x 16 Inches, Unruled, 25 Sheets			F	60.00			$185.40
	10E004 1110 4110 00 000000		ELEMENTARY WORKBOOKS						$185.40
	110 085333	School Smart Zaner-Bloser Paper, 3/4 Inch Ruled, 10-1/2 x 8 Inches, 500 Sheets			F	2.00			$22.32
	10E004 1110 4110 00 000000		ELEMENTARY WORKBOOKS						$22.32
	120 085355	School Smart Handwriting Paper, Ruled Long Way, 11 x 8-1/2 Inches, 500 Sheets			F	21.00			$234.36
	10E004 1110 4110 00 000000		ELEMENTARY WORKBOOKS						$234.36
SCHOOL S004	SCHOOL SPECIALTY-CLASSROOM DIRECT	208135559239	0102500168 05502025 AP	fill in supplies		B	04/14/2025 05/13/2025	R	$230.36
					24-25				$230.36
	100 1530191	EXPO Low Odor Dry Erase Markers, Chisel Tip, Black, Pack of 36			F	1.00			$48.68
	10E049 1130 4120 00 000000		CHS WAREHOUSE SUPPLIES						$48.68
	110 1354267	School Smart Tank Style Highlighters, Chisel Tip, Blue, Pack of 12			F	10.00			$92.60
	10E049 1130 4120 00 000000		CHS WAREHOUSE SUPPLIES						$92.60
	120 1354268	School Smart Tank Style Highlighters, Chisel Tip, Orange, Pack of 12			F	5.00			$46.30
	10E049 1130 4120 00 000000		CHS WAREHOUSE SUPPLIES						$46.30
	130 1482511	Highland 6200 Invisible Tape, 0.75 Inch x 36 Yards, Matte, Pack of 12			F	3.00			$42.78
	10E049 1130 4120 00 000000		CHS WAREHOUSE SUPPLIES						$42.78
SCHOOL S004	SCHOOL SPECIALTY-CLASSROOM DIRECT	208135574839	0192500029 05502025 AP	TEACHER SUPPLIES		B	04/17/2025 05/13/2025	R	$88.80
					24-25				$88.80
	100 201192	Prang Medium Weight Construction Paper, 9 x 12 Inches, Yellow, 50 Sheets			F	10.00			$9.50

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SCHOOL S004	SCHOOL SPECIALTY-CLASSROOM DIRECT	208135574839	******CONTINUED******				
	10E004 1110 4100 28 000000		RENFRO TEACHER SUPPLIES				$9.50
	110 1506456	Prang Medium Weight Construction Paper, 9 x 12 Inches, White, 50 Sheets		F		10.00	$9.50
	10E004 1110 4100 28 000000		RENFRO TEACHER SUPPLIES				$9.50
	120 201234	Prang Medium Weight Construction Paper, 9 x 12 Inches, Blue, 50 Sheets		F		10.00	$9.30
	10E004 1110 4100 28 000000		RENFRO TEACHER SUPPLIES				$9.30
	130 201208	Prang Medium Weight Construction Paper, 9 x 12 Inches, Pink, 50 Sheets		F		10.00	$9.50
	10E004 1110 4100 28 000000		RENFRO TEACHER SUPPLIES				$9.50
	140 201184	Prang Medium Weight Construction Paper, 9 x 12 Inches, Sky Blue, 50 Sheets		F		10.00	$9.50
	10E004 1110 4100 28 000000		RENFRO TEACHER SUPPLIES				$9.50
	150 201189	Prang Medium Weight Construction Paper, 9 x 12 Inches, Violet, 50 Sheets		F		10.00	$9.50
	10E004 1110 4100 28 000000		RENFRO TEACHER SUPPLIES				$9.50
	160 1506440	Prang Medium Weight Construction Paper, 9 x 12 Inches, Light Brown, 50 Sheets		F		10.00	$10.00
	10E004 1110 4100 28 000000		RENFRO TEACHER SUPPLIES				$10.00
	170 1506449	Prang Medium Weight Construction Paper, 9 x 12 Inches, Holiday Green, 50 Sheets		F		10.00	$9.50
	10E004 1110 4100 28 000000		RENFRO TEACHER SUPPLIES				$9.50
	180 201187	Prang Medium Weight Construction Paper, 9 x 12 Inches, Holiday Red, 50 Sheets		F		10.00	$12.50
	10E004 1110 4100 28 000000		RENFRO TEACHER SUPPLIES				$12.50
SCHOOL S004	SCHOOL SPECIALTY-CLASSROOM DIRECT	208135575128	0152500020 05502025 AP Construction paper		B	04/17/2025 05/13/2025 R	$280.00
				24-25			$280.00
	100 201225	Prang Medium Weight Construction Paper, 9 x 12 Inches, Gray, 50 Sheets		F		15.00	$14.25
	10E004 1110 4100 26 000000		MARYVILLE TEACHER SUPPLIES				$14.25
	110 1506482	Prang Medium Weight Construction Paper, 12 x 18 Inches, Gray, 50 Sheets		F		15.00	$26.40

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SCHOOL S004	SCHOOL SPECIALTY-CLASSROOM DIRECT	208135575128	******CONTINUED******										
	10E004 1110 4100 26 000000					MARYVILLE TEACHER SUPPLIES							$26.40
	120 1506456	Prang Medium Weight Construction Paper, 9 x 12 Inches, White, 50 Sheets						F		20.00			$19.00
	10E004 1110 4100 26 000000					MARYVILLE TEACHER SUPPLIES							$19.00
	130 201183	Prang Medium Weight Construction Paper, 9 x 12 Inches, Black, 50 Sheets						F		20.00			$19.80
	10E004 1110 4100 26 000000					MARYVILLE TEACHER SUPPLIES							$19.80
	140 201201	Prang Medium Weight Construction Paper, 12 x 18 Inches, Bright White, 50 Sheets						F		20.00			$40.80
	10E004 1110 4100 26 000000					MARYVILLE TEACHER SUPPLIES							$40.80
	150 054411	Tru-Ray Sulphite Construction Paper, 9 x 12 Inches, Purple, 50 Sheets						F		15.00			$34.35
	10E004 1110 4100 26 000000					MARYVILLE TEACHER SUPPLIES							$34.35
	160 409340	Prang Shades of Me Multi-Cultural Construction Paper, 9 x 12 Inches, Assorted Colors, 50 Sheets						F		15.00			$48.00
	10E004 1110 4100 26 000000					MARYVILLE TEACHER SUPPLIES							$48.00
	170 409341	Prang Shades of Me Multi-Cultural Construction Paper, 12 x 18 Inches, Assorted Colors, 50 Sheets						F		5.00			$34.65
	10E004 1110 4100 26 000000					MARYVILLE TEACHER SUPPLIES							$34.65
	180 201192	Prang Medium Weight Construction Paper, 9 x 12 Inches, Yellow, 50 Sheets						F		30.00			$28.50
	10E004 1110 4100 26 000000					MARYVILLE TEACHER SUPPLIES							$28.50
	190 201184	Prang Medium Weight Construction Paper, 9 x 12 Inches, Sky Blue, 50 Sheets						F		15.00			$14.25
	10E004 1110 4100 26 000000					MARYVILLE TEACHER SUPPLIES							$14.25
SCHOOL S004	SCHOOL SPECIALTY-CLASSROOM DIRECT	208135577922	0082500063	05502025	AP	Elementary white board materials purchased with elementary educational supplies.			B	04/18/2025	05/13/2025	R	$2,145.44
								24-25					$2,145.44

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SCHOOL S004	SCHOOL SPECIALTY-CLASSROOM DIRECT	208135577922	******CONTINUED******							
	100 2143928	School Smart Student Dry Erase Board, Double-Sided, Plain, 9 x 12 Inches, Pack of 30			F		46.00			$2,145.44
	10E004 1110 4120 00 000000		ELEMENTARY SUPPLIES							$2,145.44
SCHOOL S004	SCHOOL SPECIALTY-CLASSROOM DIRECT	308104690349	0112500139 05502025 AP	Office Supplies		B	04/24/2025	05/13/2025	R	$1,719.64
					24-25					$1,719.64
	100 082292	Rainbow Kraft Duo-Finish Kraft Paper Roll, 40 lb, 36 Inches x 100 Feet, Purple			F		4.00			$143.92
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER							$143.92
	110 353000	Rainbow Kraft Duo-Finish Kraft Paper Roll, 40 lb, 36 Inches x 100 Feet, Emerald			F		2.00			$71.96
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER							$71.96
	120 006507	Rainbow Duo-Finish Kraft Paper Roll, 40 lb, 36 Inches x 100 Feet, Brown			F		2.00			$71.96
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER							$71.96
	130 1594989	Westcott CarboTitanium Guillotine Paper Trimmer, 18 Inch Cut			F		1.00			$236.07
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER							$236.07
	140 1570492	School Smart Retractable Hybrid Gel and Ink Pens, Black, Pack of 12			F		1.00			$7.29
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER							$7.29
	150 1570494	School Smart Retractable Hybrid Gel and Ink Pens, Red, Pack of 12			F		1.00			$7.29
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER							$7.29
	160 1570509	School Smart Retractable Gel Pens with Grip, Purple Ink, Pack of 12			F		5.00			$17.05
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER							$17.05
	170 1570495	School Smart Retractable Hybrid Gel and Ink Pens, Purple, Pack of 12			F		2.00			$14.58
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER							$14.58

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SCHOOL S004	SCHOOL SPECIALTY-CLASSROOM DIRECT	308104690349	******CONTINUED******									
	180 075483	Scotch 810 Magic Tape, 0.75 x 1000 Inch, Matte Clear, Pack of 10					F		3.00			$77.37
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER									$77.37
	190 086840	Highlandâ„¢ Pop-up Notes, 3 in x 3 in, Assorted Pastel Colors, 12 Pads/Pack					F		1.00			$14.59
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER									$14.59
	200 086839	Highlandâ„¢ Pop-up Notes, 3 in x 3 in, Yellow, 12 Pads/Pack					F		1.00			$12.33
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER									$12.33
	210 086513	School Smart Washable Markers, Fine Tip, Assorted Colors, Pack of 30					F		1.00			$6.78
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER									$6.78
	220 023959	School Smart Vinyl Coated Paper Clip, 1-1/4 Inches, Assorted Colors, Pack of 100					F		5.00			$2.75
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER									$2.75
	230 2005527	Post-it Note Vertical Dispenser for 3 x 3 Inches Notes, Black Top					F		2.00			$31.82
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER									$31.82
	240 1378229	Business Source Paper Clips, Size 1, Regular, .033 Wire Gauge, Pack of 1000, Silver					F		2.00			$31.08
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER									$31.08
	250 2106726	BIC Round Stic Xtra Life Blue Ballpoint Pens Medium 1.0 mm, 500 Count Bulk Pack					F		1.00			$70.07
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER									$70.07
	260 2106728	BIC Round Stic Xtra Life Black Ballpoint Pens Medium 1.0 mm, 500 Count Bulk Pack					F		1.00			$70.07
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER									$70.07
	270 2133013	School Smart Smiling Face Emoji Binder Clips, Medium Size, Assorted, Pack of 42					F		2.00			$9.48

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SCHOOL S004	SCHOOL SPECIALTY-CLASSROOM DIRECT	308104690349	******CONTINUED******					
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER					$9.48
	280 2049304	Kensington Duo Gel Mouse Pad and Wrist Rest Combo		F	1.00			$63.50
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER					$63.50
	290 006255	ArtKraft Duo-Finish Paper Roll, 50 lb, 36 Inches x 1000 Feet, Emerald		F	1.00			$68.10
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER					$68.10
	300 006252	ArtKraft Duo-Finish Paper Roll, 50 lb, 36 Inches x 1000 Feet, Orange		F	1.00			$104.60
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER					$104.60
	310 006249	ArtKraft Duo-Finish Paper Roll, 50 lb, 36 Inches x 1000 Feet, Canary Yellow		F	1.00			$92.92
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER					$92.92
	320 082288	ArtKraft Duo-Finish Paper Roll, 50 lb, 36 Inches x 1000 Feet, Royal Blue		F	1.00			$116.79
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER					$116.79
	330 006246	ArtKraft Duo-Finish Paper Roll, 50 lb, 36 Inches x 1000 Feet, Flame		F	1.00			$104.60
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER					$104.60
	340 027288	Rainbow Kraft Duo-Finish Kraft Paper Roll, 40 lb, 36 Inches x 1000 Feet, White		F	1.00			$52.15
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER					$52.15
	350 027297	Rainbow Kraft Duo-Finish Kraft Paper Roll, 40 lb, 36 Inches x 1000 Feet, Pink		F	1.00			$65.42
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER					$65.42
	360 085105	School Smart Colored File Folders Two-Tone, Letter Size, 1/3 Cut Tabs, Lavender, Pack of 100		F	1.00			$19.85
	10E048 1120 4110 00 000000		MS WAREHOUSE PAPER					$19.85
	370 015795	School Smart Colored File Folders Two-Tone, Letter Size, 1/3 Cut Tabs, Yellow, Pack of 100		F	1.00			$19.85

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SCHOOL S004	SCHOOL SPECIALTY-CLASSROOM DIRECT	308104690349	******CONTINUED******										
	10E048 1120 4110 00 000000				MS WAREHOUSE PAPER								$19.85
	380 085106	School Smart Colored File Folders Two-Tone, Letter Size, 1/3 Cut Tabs, Orange, Pack of 100						F	1.00				$19.85
	10E048 1120 4110 00 000000				MS WAREHOUSE PAPER								$19.85
	390 015741	School Smart Manila File Folders, Letter Size, 1/3 Cut Tabs, Pack of 100						F	2.00				$12.90
	10E048 1120 4110 00 000000				MS WAREHOUSE PAPER								$12.90
	400 085112	School Smart Hanging File Folders, Letter Size, 1/5 Cut Tabs, Purple, Pack of 25						F	4.00				$59.52
	10E048 1120 4110 00 000000				MS WAREHOUSE PAPER								$59.52
	410 2021469	Avery Big Tab Ultralast Plastic Dividers, 5 Tab, Multi-Color						F	1.00				$11.82
	10E048 1120 4110 00 000000				MS WAREHOUSE PAPER								$11.82
	420 2006661	C-Line Index Dividers with Multi-Pockets, 5-Tab, Assorted, 1 Set						F	1.00				$11.31
	10E048 1120 4110 00 000000				MS WAREHOUSE PAPER								$11.31
						NUMBER OF INVOICES: 6							**$4,906.32**
SCHWESTE000	SCHWEPPE, STEPHANIE	REIMBURSE04072025	0000000000	05502025 AP		REIMBURSE FOR TSA STATE COMP REG		B		04/07/2025	05/13/2025	R	$240.00
								24-25					$240.00
	10E049 1130 3330 00 000000				CHS CONTEST TRAVEL								$240.00
						NUMBER OF INVOICES: 1							**$240.00**
SCHWIBRE000	SCHWIERJOHN, BRENT	MILEAGE04252025	0000000000	05502025 AP		PSYCHOLOGIST MILEAGE		B		04/25/2025	05/13/2025	R	$28.63
								24-25					$28.63
	10E012 2140 3320 00 000000				PSYCHOLOGY-TRAVEL								$28.63

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						NUMBER OF INVOICES: 1							**$28.63**
SCI ENGI000	SCI ENGINEERING	210568	0000000000	05502025	AP	CHS ATH FIELDS		B		04/04/2025	05/13/2025	R	$1,075.00
								24-25					$1,075.00
	20E001 2533 3110 00 000000					ARCHITECT/ENGINEERING SERVICES							$1,075.00
						NUMBER OF INVOICES: 1							**$1,075.00**
SHERWIN-000	SHERWIN-WILLIAMS	2439-6	0000000000	05512025	AP	CHS PAINT		B		04/29/2025	05/15/2025	R	$598.50
								24-25					$598.50
	20E008 2540 4100 22 000000					22 CHS MAINT SUPPLIES							$598.50
SHERWIN-000	SHERWIN-WILLIAMS	9171-9	0000000000	05502025	AP	TE PAINT WORK		B		04/22/2025	05/13/2025	R	$64.45
								24-25					$64.45
	20E008 2540 3250 10 000000					MISC PAINTING WORK							$64.45
						NUMBER OF INVOICES: 2							**$662.95**
SIUE ATH000	SIUE ATHLETICS	STMT 04292025	0000000000	05502025	AP	5 KORTE TRACK RENTAL		B		04/29/2025	05/13/2025	R	$1,625.00
								24-25					$1,625.00
	20E047 2549 3250 00 000000					LEASE BASEBALL FIELD							$1,625.00
						NUMBER OF INVOICES: 1							**$1,625.00**
SKYWARD 000	SKYWARD INC	0000238786	0000000000	05502025	AP	SERVICES MIGRATION & SETUP		B		04/29/2025	05/13/2025	R	$2,025.00
								24-25					$2,025.00
	80E001 2660 3140 00 000000					CLOUD-IS CORP HOSTING-SKYWARD							$2,025.00
						NUMBER OF INVOICES: 1							**$2,025.00**
SODEXO I000	SODEXO INC	1002783930	0000000000	05502025	AP	APRIL LUNCHES		B		05/07/2025	05/13/2025	R	$323,682.07
								24-25					$323,682.07
	10E024 2560 3100 00 000000					LUNCH PROGRAM/FOOD SVC							$323,682.07

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						NUMBER OF INVOICES: 1									**$323,682.07**
SODEXO-C000	SODEXO-CHS	240921	0000000000	05502025	AP	ELEM APRIL SNACKS		B		05/01/2025	05/13/2025	R	$2,681.35		
								24-25					$2,681.35		
	10E024 2563 4100 00 000000												$2,681.35		
						NUMBER OF INVOICES: 1									**$2,681.35**
SPECIAL 001	SPECIAL EDUCATION SERVICES	SESINV048526	0000000000	05502025	AP	TUITION HS 13190.50/ELEM 11914.00		B		04/30/2025	05/13/2025	R	$25,104.50		
								24-25					$25,104.50		
	10E092 4220 6800 00 000000												$25,104.50		
SPECIAL 001	SPECIAL EDUCATION SERVICES	SESINV048527	0000000000	05502025	AP	PREK TUITION		B		04/30/2025	05/13/2025	R	$3,706.64		
								24-25					$3,706.64		
	10E092 4220 6800 00 000000												$3,706.64		
						NUMBER OF INVOICES: 2									**$28,811.14**
STAR FAL000	STAR FALL EDUCATION	SS1059901489	0062500217	05502025	AP	orders@starfall.com		B		04/01/2025	05/13/2025	R	$36.00		
								24-25					$36.00		
	100	MORE-T3 - Teacher's Membership (90 Days)						F		2.00			$36.00		
	10E021 1220 3140 00 250000					IDEA FLO THRU-LICENSES/SOFTWAR							$36.00		
						NUMBER OF INVOICES: 1									**$36.00**
STATE FI000	STATE FIRE MARSHAL	5125153005	0000000000	05502025	AP	WEBSTER CERT OF OPERATION		B		04/30/2025	05/13/2025	R	$125.00		
								24-25					$125.00		
	20E008 2540 3230 31 000000					REP/MAINT SVC WEB ELEM							$125.00		
STATE FI000	STATE FIRE MARSHAL	5125153007	0000000000	05502025	AP	CHS & AVC CERT OF OPERATION		B		04/30/2025	05/13/2025	R	$75.00		
								24-25					$75.00		
	20E008 2540 3230 22 000000					CHS REPAIR/MAINT							$75.00		

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STATE FI000	STATE FIRE MARSHAL	5125153169	0000000000	05512025 AP	RENFRO CERTIFICATE			B	05/08/2025	05/15/2025		R	$75.00
							24-25						$75.00
	20E008 2540 3230 28 000000			REP/MAINT SVC RENFRO									$75.00
STATE FI000	STATE FIRE MARSHAL	5125153207	0000000000	05512025 AP	DIS CERTIFICATE			B	05/09/2025	05/15/2025		R	$150.00
							24-25						$150.00
	20E008 2540 3230 33 000000			REPAIRS/MAINT DORRIS									$150.00
STATE FI000	STATE FIRE MARSHAL	5125153208	0000000000	05512025 AP	TE CERTIFICATE			B	05/09/2025	05/15/2025		R	$75.00
							24-25						$75.00
	20E008 2540 3230 30 000000			REP/MAINT SVC TWIN ECHO									$75.00
					NUMBER OF INVOICES: 5								**$500.00**
STERICYC000	STERICYCLE	8010556943	0000000000	05502025 AP	SPEC ED SHREDDING			B	04/18/2025	05/13/2025		R	$38.82
							24-25						$38.82
	10E021 2330 3600 00 250000			IDEA FLO THRU-SHREDDING									$38.82
STERICYC000	STERICYCLE	8010588356	0000000000	05502025 AP	REG SHREDDING			B	04/25/2025	05/13/2025		R	$78.09
							24-25						$78.09
	10E001 2310 3112 00 000000			Shredding District (No SP ED)									$78.09
STERICYC000	STERICYCLE	8010588358	0000000000	05502025 AP	REG ED SHREDDING			B	04/25/2025	05/13/2025		R	$52.06
							24-25						$52.06
	10E001 2310 3112 00 000000			Shredding District (No SP ED)									$52.06
					NUMBER OF INVOICES: 3								**$168.97**
SUPER DU000	SUPER DUPER PUBLICATIONS	2979716A	0062500228	05502025 AP	customerhelp@superduperinc			B	04/11/2025	05/13/2025		R	$199.80
							24-25						$199.80
	100	GB146 - Weber Functional Comm Game					F	1.00					$74.95
	10E021 2150 4100 00 250000			IDEA FLO THRU-SPEECH SUPPLIES									$74.95
	110	GB923 - Wh Question Blast Off					F	1.00					$49.95
	10E021 2150 4100 00 250000			IDEA FLO THRU-SPEECH SUPPLIES									$49.95

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION / QUICK KEY	PO NUMBER	BATCH	BANK	DESCRIPTION / DISC AMT / ADJUSTMENT DESCRIPTION / ACCOUNT LEVEL DESCRIPTION	1099	LQ / FY / LQ	S	INV DATE / ADJ AMT / QTY	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
SUPER DU000	SUPER DUPER PUBLICATIONS	2979716A	******CONTINUED******										
	120	GB267 - Webber Story Time Comm Game						F		1.00			$54.95
	10E021 2150 4100 00 250000					IDEA FLO THRU-SPEECH SUPPLIES							$54.95
	130	TA160 - Speech & Language Screener Quick						F		1.00			$19.95
	10E021 2150 4100 00 250000					IDEA FLO THRU-SPEECH SUPPLIES							$19.95
						NUMBER OF INVOICES: 1							**$199.80**
SWEETWAT000	SWEETWATER	45231594	0102500174	05502025	AP	Digital amplifier			B	04/23/2025	05/13/2025	R	$1,499.00
								24-25					$1,499.00
	100	MEGA2XU Anchor audio megaVox w/BT, AIR TXM, Dueal Wls RCV						F		1.00			$1,499.00
	10E014 1130 5400 00 000000					HS BAND /MUSIC EQUIPMENT							$1,499.00
						NUMBER OF INVOICES: 1							**$1,499.00**
TECH ELE000	TECH ELECTRONICS INC	111319	0000000000	05512025	AP	RENFRO FIRE ALARM			B	05/02/2025	05/15/2025	R	$210.00
								24-25					$210.00
	90E002 2535 3230 10 000000					H/L/S DISTRICT WIDE MONITORING							$210.00
TECH ELE000	TECH ELECTRONICS INC	111320	0000000000	05512025	AP	DIS FIRE ALARM			B	05/02/2025	05/15/2025	R	$210.00
								24-25					$210.00
	90E002 2535 3230 10 000000					H/L/S DISTRICT WIDE MONITORING							$210.00
TECH ELE000	TECH ELECTRONICS INC	111321	0000000000	05512025	AP	KREITNER FIRE ALARM			B	05/02/2025	05/15/2025	R	$210.00
								24-25					$210.00
	90E002 2535 3230 10 000000					H/L/S DISTRICT WIDE MONITORING							$210.00
TECH ELE000	TECH ELECTRONICS INC	111322	0000000000	05512025	AP	MARYVILLE FIRE ALARM			B	05/02/2025	05/15/2025	R	$210.00
								24-25					$210.00
	90E002 2535 3230 10 000000					H/L/S DISTRICT WIDE MONITORING							$210.00

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION / QUICK KEY	PO NUMBER	BATCH	BANK	DESCRIPTION / DISC AMT / ADJUSTMENT DESCRIPTION / ACCOUNT LEVEL DESCRIPTION	1099	LQ	S	INV DATE	DUE DATE	C	NET AMOUNT / FY / ADJ AMT / CHECK NBR / INVOICE AMOUNT / QTY / LINE AMOUNT / ACCT AMOUNT
TECH ELE000	TECH ELECTRONICS INC	2405130001	0000000000	05502025	AP	CASEYVILLE FIRE ALARM SUBS MONITORING		B		04/14/2025	05/13/2025	R	$900.00
								24-25					$900.00
	90E002 2535 3230 10 000000					H/L/S DISTRICT WIDE MONITORING							$900.00
						NUMBER OF INVOICES: 5							**$1,740.00**
TESDACYN000	TESDALL, CYNTHIA	REIMBURSE04282025	0000000000	05502025	AP	HS-SWIC PARTNERSHIP		B		04/28/2025	05/13/2025	R	$19.60
								24-25					$19.60
	10E075 2210 3320 00 250000					TITLE II- IMPR INSTR-TRAVEL							$19.60
						NUMBER OF INVOICES: 1							**$19.60**
THE DISC000	THE DISCOVERY SOURCE	SO-001882	0232500020	05502025	AP	Qty 15 Neurodiversity Bundle (Atlas,Haven, Maria & Sol) Sku-B-AHM		B		04/24/2025	05/13/2025	R	$2,429.51
								24-25					$2,429.51
	100	Neurodiversity Bundle (Atlas, Haven, Maria & Sol) B-AHM						F		15.00			$2,249.55
	10E025 1125 4100 00 000000					EARLY CHOICES - SUPPLIES							$2,249.55
	110	Shipping & Handling						F		1.00			$179.96
	10E025 1125 4100 00 000000					EARLY CHOICES - SUPPLIES							$179.96
						NUMBER OF INVOICES: 1							**$2,429.51**
THE NURT000	THE NURTURE SCHOOL LLC	1081	0000000000	05502025	AP	ELEM INSTRUCTIONAL DAYS		B		04/30/2025	05/12/2025	R	$47,380.60
								24-25					$47,380.60
	10E092 4220 6800 00 000000												$47,380.60
						NUMBER OF INVOICES: 1							**$47,380.60**
THOMSON 002	THOMSON REUTERS-WEST	851897114	0000000000	05502025	AP	CLEAR BATCH SERVICE MAY		B		05/01/2025	05/13/2025	R	$1,317.79
								24-25					$1,317.79
	10E002 2641 3330 00 000000					STUDENT SERVICES - SKYWARD							$1,317.79

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				NUMBER OF INVOICES: 1						**$1,317.79**
TIMES-TR000	TIMES-TRIBUNE	1052980	0000000000 05502025 AP	SPEC ED AD		B	03/20/2025	05/13/2025	R	$20.00
					24-25					$20.00
	10E021 2330 3600 00 250000			IDEA FLO THRU-SHREDDING						$20.00
				NUMBER OF INVOICES: 1						**$20.00**
TK ELEVA000	TK ELEVATOR CORPORATION	3008428541	0000000000 05512025 AP	ELEVATOR MAINT AGREEMENTS		B	04/01/2025	05/15/2025	R	$5,462.82
					24-25					$5,462.82
	100	DIS					1.00			$1,073.52
	20E008 2540 3230 33 000000			REPAIRS/MAINT DORRIS						$1,073.52
	110	WEBSTER					1.00			$817.78
	20E008 2540 3230 31 000000			REP/MAINT SVC WEB ELEM						$817.78
	120	CHS					1.00			$3,571.52
	20E008 2540 3230 22 000000			CHS REPAIR/MAINT						$3,571.52
TK ELEVA000	TK ELEVATOR CORPORATION	6000721785	0000000000 05512025 AP	DIS LABOR		B	04/30/2024	05/15/2025	R	$1,193.40
					24-25					$1,193.40
	20E008 2540 3230 33 000000			REPAIRS/MAINT DORRIS						$1,193.40
				NUMBER OF INVOICES: 2						**$6,656.22**
TOUCHMAT000	TOUCHMATH ACQUISITION LLC	IN003527	0092500168 05502025 AP	Touchmath Attached Quote		B	03/26/2025	05/13/2025	R	$7,500.00
					24-25					$7,500.00
	100	2737-PL Touchmath Jumpstart-On Site			F		1.00			$7,500.00
	10E006 2210 3320 00 250000			TITLE I - PROFESSIONAL DEV						$7,500.00
				NUMBER OF INVOICES: 1						**$7,500.00**
TRAFERA 001	TRAFERA	88823	0000000000 05502025 AP	CHROMEBOOK		B	01/31/2025	05/13/2025	R	$469.00
					24-25					$469.00
	10E093 2660 5410 00 000000									$469.00

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION	PO NUMBER / BATCH / BANK / QUICK KEY / ACCOUNT LEVEL DESCRIPTION / 1099	DESCRIPTION / ADJUSTMENT DESCRIPTION	LQ / FY / LQ	S / QTY	INV DATE / ADJ AMT	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
TRAFERA 001	TRAFERA	I001309616	0142500051 05502025 AP	100 Lenovo 14e Chromebooks Gen 3 email to: Marie.Muenchow@trafera.com	B		05/01/2025	05/13/2025	R	$46,900.00
					24-25					$46,900.00
	100	100 Lenovo 14e Chromebook Gen 3 100 Google Chrome Management Perpetual EDU License			F	100.00				$46,900.00
	10E093 2660 5410 00 000000									$46,900.00
				NUMBER OF INVOICES: 2						**$47,369.00**
TRANE 000	TRANE	19022199	0000000000 05502025 AP	CHS MAINT SUPPLIES	B		04/22/2025	05/13/2025	R	$979.22
					24-25					$979.22
	20E008 2540 4100 22 000000	22	CHS MAINT SUPPLIES							$979.22
TRANE 000	TRANE	19027040	0000000000 05502025 AP	CHS MAINT SUPPLIES	B		04/23/2025	05/13/2025	R	$905.55
					24-25					$905.55
	20E008 2540 4100 22 000000	22	CHS MAINT SUPPLIES							$905.55
TRANE 000	TRANE	19036105	0000000000 05502025 AP	CHS MAINT REPAIRS	B		04/24/2025	05/13/2025	R	$979.22
					24-25					$979.22
	20E008 2540 4100 22 000000	22	CHS MAINT SUPPLIES							$979.22
TRANE 000	TRANE	19042953	0000000000 05502025 AP	DIS MAINT SUPPLIES	B		04/25/2025	05/13/2025	R	$949.63
					24-25					$949.63
	20E008 2540 4100 33 000000	33	MAINT SUPPLIES CIS							$949.63
TRANE 000	TRANE	19122736	0000000000 05512025 AP	MARYVILLE MAINT SUPPLIES	B		05/07/2025	05/15/2025	R	$61.16
					24-25					$61.16
	20E008 2540 4100 26 000000	26	MAINT SUPPLIES MARYVILLE							$61.16
				NUMBER OF INVOICES: 5						**$3,874.78**
TRIAD HI000	TRIAD HIGH SCHOOL	CHS B TRACK 050725	0000000000 05502025 AP	CHS BOYS TRACK 05072025	B		05/07/2025	05/13/2025	S	$225.00

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION	PO NUMBER / BATCH / BANK / DISC AMT / QUICK KEY	DESCRIPTION / ADJUSTMENT DESCRIPTION / ACCOUNT LEVEL DESCRIPTION	LQ S / FY / LQ	INV DATE / ADJ AMT / QTY	DUE DATE / CHECK NBR	C / 1099	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
TRIAD HI000	TRIAD HIGH SCHOOL	CHS B TRACK 050725	******CONTINUED******	EVENT					
					24-25				$225.00
	10E045 1500 6410 22 000000			HS BOYS TOURNEY ENTRY FEES					$225.00
TRIAD HI000	TRIAD HIGH SCHOOL	CHS BOYS TRACK 52225	0000000000 05502025 AP	CHS BOYS TRACK INV 05022025	B	05/02/2025	05/13/2025	S	$275.00
					24-25				$275.00
	10E045 1500 6410 22 000000			HS BOYS TOURNEY ENTRY FEES					$275.00
TRIAD HI000	TRIAD HIGH SCHOOL	GIRLS TRACK 41125	0000000000 05502025 AP	GIRLS TRACK 04112025	B	04/11/2025	05/13/2025	S	$225.00
					24-25				$225.00
	10E046 1500 6400 22 000000			HS GIRLS TOURNEY ENTRY FEES					$225.00
TRIAD HI000	TRIAD HIGH SCHOOL	TRACK INV 04292025	0000000000 05502025 AP	LARGE SCHOOL INVITATIONAL	B	04/29/2025	05/13/2025	R	$400.00
					24-25				$400.00
	10E047 1500 6400 00 000000			CHS BOYS/GIRLS TOURN ENTRY FEE					$400.00
				NUMBER OF INVOICES: 4					**$1,125.00**
UNITED R000	UNITED REFRIGERATION INC	12066597-00	0000000000 05502025 AP	CMS MAINT SUPPLIES	B	04/22/2025	05/13/2025	A	$281.52
					24-25				$281.52
	20E008 2540 4100 27 000000		27	MAINT SUPPLIES CMS					$281.52
UNITED R000	UNITED REFRIGERATION INC	12104029-00	0000000000 05502025 AP	CHS MAINT SUPPLIES	B	04/23/2025	05/13/2025	A	$32.87
					24-25				$32.87
	20E008 2540 4100 22 000000		22	CHS MAINT SUPPLIES					$32.87
UNITED R000	UNITED REFRIGERATION INC	12108099-00	0000000000 05502025 AP	CHS MAINT SUPPLIES	B	04/23/2025	05/13/2025	A	$52.64
					24-25				$52.64
	20E008 2540 4100 22 000000		22	CHS MAINT SUPPLIES					$52.64
UNITED R000	UNITED REFRIGERATION INC	12121253-00	0000000000 05502025 AP	CHS MAINT SUPPLIES	B	04/24/2025	05/13/2025	A	$21.44
					24-25				$21.44

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UNITED R000	UNITED REFRIGERATION INC	12121253-00	******CONTINUED******			
	20E008 2540 4100 22 000000		22 CHS MAINT SUPPLIES			$21.44
UNITED R000	UNITED REFRIGERATION INC	12164355-00	0000000000 05502025 AP CHS MAINT SUPPLIES	B	04/25/2025 05/13/2025 A	$-331.90
				24-25		$-331.90
	20E008 2540 4100 22 000000		22 CHS MAINT SUPPLIES			$-331.90
UNITED R000	UNITED REFRIGERATION INC	12179767-00	0000000000 05502025 AP CHS MAINT SUPPLIES	B	04/28/2025 05/13/2025 A	$7.93
				24-25		$7.93
	20E008 2540 4100 22 000000		22 CHS MAINT SUPPLIES			$7.93
UNITED R000	UNITED REFRIGERATION INC	12190951-00	0000000000 05502025 AP CMS MAINT SUPPLIES	B	04/28/2025 05/13/2025 A	$42.75
				24-25		$42.75
	20E008 2540 4100 27 000000		27 MAINT SUPPLIES CMS			$42.75
			NUMBER OF INVOICES: 7			**$107.25**
VANDESTE000	VANDEFORD, STEPHANIE	MILEAGE04302025	0000000000 05502025 AP INSTRUC COACH APRIL MILEAGE	B	04/30/2025 05/13/2025 R	$25.90
				24-25		$25.90
	10E004 1110 3300 00 000000		Elem In-District Travel			$25.90
			NUMBER OF INVOICES: 1			**$25.90**
VARSITY 001	VARSITY SERVICES	INV020048	0000000000 05502025 AP CMS SOFTBALL WORK	B	04/25/2025 05/13/2025 R	$8,975.00
				24-25		$8,975.00
	20E008 2540 3230 27 000000		REP/MAINT SVC MS			$8,975.00
			NUMBER OF INVOICES: 1			**$8,975.00**
VILLAGE 000	VILLAGE LOCKSMITH	S10127	0000000000 05502025 AP CMS SERVICE CALL	B	04/21/2025 05/13/2025 R	$158.00
				24-25		$158.00
	20E008 2540 3230 27 000000		REP/MAINT SVC MS			$158.00

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				NUMBER OF INVOICES: 1					**$158.00**
VISIONS 000	VISIONS LLC	13	0000000000 05502025 AP	SEL LESSONS	B		02/28/2025 05/13/2025	R	$180.00
					24-25				$180.00
	10E040 3700 3140 00 250000			TITLE IV SSAE N.P. CONSULT/PUR					$180.00
				NUMBER OF INVOICES: 1					**$180.00**
WATTS CO001	WATTS COPY SYSTEMS INC	1402552	0000000000 05502025 AP	COPIER OVERAGE STORAGE	B		04/17/2025 05/13/2025	R	$9,189.23
					24-25				$9,189.23
	10E001 2310 3111 00 000000			UNIT wide COPY SERV Non-Cap le					$9,189.23
WATTS CO001	WATTS COPY SYSTEMS INC	1402553	0000000000 05502025 AP	SPEC ED COPIERS	B		04/17/2025 05/13/2025	R	$568.31
					24-25				$568.31
	10E001 2310 3111 00 000000			UNIT wide COPY SERV Non-Cap le					$568.31
WATTS CO001	WATTS COPY SYSTEMS INC	1405554	0000000000 05502025 AP	WEBSTER TITLE I OFFICE	B		04/29/2025 05/13/2025	R	$312.36
					24-25				$312.36
	10E001 2310 3111 00 000000			UNIT wide COPY SERV Non-Cap le					$312.36
WATTS CO001	WATTS COPY SYSTEMS INC	1405555	0000000000 05502025 AP	WEBSTER COPIERS	B		04/29/2025 05/13/2025	R	$504.90
					24-25				$504.90
	10E001 2310 3111 00 000000			UNIT wide COPY SERV Non-Cap le					$504.90
WATTS CO001	WATTS COPY SYSTEMS INC	1408109	0000000000 05502025 AP	STAPLES KREITNER	B		05/08/2025 05/13/2025	R	$124.00
					24-25				$124.00
	10E001 2310 3111 00 000000			UNIT wide COPY SERV Non-Cap le					$124.00
				NUMBER OF INVOICES: 5					**$10,698.80**
WEGENKRI000	WEGENER, KRISTIN	MILEAGE04302025	0000000000 05502025 AP	FACS TEACHER APRIL MILEAGE	B		04/30/2025 05/13/2025	R	$51.52
					24-25				$51.52
	10E003 2410 3320 22 000000			HS PRIN OFF TRAVEL (6*300)					$51.52

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			NUMBER OF INVOICES: 1			**$51.52**
WEST MUS000	WEST MUSIC COMPANY	S12518716	0152500025 05502025 AP Music goodies		B 05/02/2025 05/13/2025 R	$457.00
				24-25		$457.00
	100	255128 West Music Parachute 12ft. 12 handles		P	1.00	$37.95
	10E014 1110 4110 00 000000		ELEM VOCAL MUSIC SUPPLIES			$37.95
	120	203768 West Music Triangle 6in with striker		P	8.00	$52.80
	10E014 1110 4110 00 000000		ELEM VOCAL MUSIC SUPPLIES			$52.80
	130	203765 Basic Beat Woodblock with Mallet		P	8.00	$52.80
	10E014 1110 4110 00 000000		ELEM VOCAL MUSIC SUPPLIES			$52.80
	140	201590 Remo TU-1112-17 Tubano Drum Rainbow		P	1.00	$313.45
	10E014 1110 4110 00 000000		ELEM VOCAL MUSIC SUPPLIES			$313.45
			NUMBER OF INVOICES: 1			**$457.00**
WHITE SA000	WHITE SANITATION	A-51572	0000000000 05502025 AP AVC HOUSE PORTA POTTY		B 04/29/2025 05/13/2025 R	$120.00
				24-25		$120.00
	10A001 1710 0011 00 000000		VOC Lot 1Tanglewood			$120.00
			NUMBER OF INVOICES: 1			**$120.00**
WILLIAM 000	WILLIAM BEDELL ACHIEVEMENT & RESOU	STMT04302025	0000000000 05502025 AP TUITION HS 10823.04 ELEM 18146.34		B 04/30/2025 05/13/2025 R	$28,969.38
				24-25		$28,969.38
	10E012 4220 6809 00 000000		TUITION WILLIAM BEDELL			$28,969.38
			NUMBER OF INVOICES: 1			**$28,969.38**
WILLIAMS000	WILLIAMS OFFICE PRODUCTS	67308-1	0162500013 05502025 AP Caseyville Elementary Office Supplies		B 04/29/2025 05/13/2025 A	$1,672.18

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION / QUICK KEY	PO NUMBER / DISC AMT / ACCOUNT LEVEL DESCRIPTION	BATCH / ADJUSTMENT DESCRIPTION / 1099	BANK	DESCRIPTION	LQ / FY / LQ	S	INV DATE / ADJ AMT / QTY	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
WILLIAMS000	WILLIAMS OFFICE PRODUCTS	67308-1	******CONTINUED******									
							24-25					$1,672.18
	100	UNV-47210 Ruled Index Cards					F		5.00			$11.45
	10E004 1110 4100 21 000000		CASEYVILLE TEACHER SUPPLIES									$11.45
	110	UNV-43138 Stapler					F		3.00			$80.97
	10E004 1110 4100 21 000000		CASEYVILLE TEACHER SUPPLIES									$80.97
	120	UNV-92009 Scissors					F		3.00			$24.57
	10E004 1110 4100 21 000000		CASEYVILLE TEACHER SUPPLIES									$24.57
	130	UNV-83412 Invisible Tape					F		5.00			$154.95
	10E004 1110 4100 21 000000		CASEYVILLE TEACHER SUPPLIES									$154.95
	140	UNV-75614 Adhesive Glue Tape					F		1.00			$9.89
	10E004 1110 4100 21 000000		CASEYVILLE TEACHER SUPPLIES									$9.89
	150	UNV-75616 Correction Tape					F		1.00			$37.29
	10E004 1110 4100 21 000000		CASEYVILLE TEACHER SUPPLIES									$37.29
	160	ACC-72202 Loose Leaf Rings 1"					F		1.00			$43.99
	10E004 1110 4100 21 000000		CASEYVILLE TEACHER SUPPLIES									$43.99
	170	MMM-660RPA Ruled Post It 4x6					F		3.00			$74.97
	10E004 1110 4100 21 000000		CASEYVILLE TEACHER SUPPLIES									$74.97
	180	UNV-10200 Small Binder Clips					F		10.00			$7.90
	10E004 1110 4100 21 000000		CASEYVILLE TEACHER SUPPLIES									$7.90
	190	UNV-72220BX Jumbo Paper Clips					F		20.00			$33.80
	10E004 1110 4100 21 000000		CASEYVILLE TEACHER SUPPLIES									$33.80
	200	UNV-35265 Clasp Envelope 9.5x12.5					F		5.00			$189.95
	10E004 1110 4100 21 000000		CASEYVILLE TEACHER SUPPLIES									$189.95
	210	SAN-30001B Black Sharpie Markers					F		3.00			$30.12
	10E004 1110 4100 21 000000		CASEYVILLE TEACHER SUPPLIES									$30.12
	220	BIC-GSM11BK Black Pens					F		10.00			$33.90
	10E004 1110 4100 21 000000		CASEYVILLE TEACHER SUPPLIES									$33.90
	230	BIC-GSM11BE Blue Pens					F		10.00			$33.90
	10E004 1110 4100 21 000000		CASEYVILLE TEACHER SUPPLIES									$33.90
	240	SAN-82001A Black Expo Markers;Wide					F		5.00			$114.95
	10E004 1110 4100 21 000000		CASEYVILLE TEACHER SUPPLIES									$114.95
	250	SAN-16001A Black Expo Markers;Fine					F		5.00			$148.80
	10E004 1110 4100 21 000000		CASEYVILLE TEACHER SUPPLIES									$148.80

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF / CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION / QUICK KEY	PO NUMBER	BATCH	BANK	DESCRIPTION / DISC AMT / ADJUSTMENT DESCRIPTION / ACCOUNT LEVEL DESCRIPTION	1099	LQ	S	INV DATE / FY / ADJ AMT / QTY	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
WILLIAMS000	WILLIAMS OFFICE PRODUCTS	67308-1	******CONTINUED******										
	260	WAU-22551 Red Paper 8.5x11						F		2.00			$47.98
	10E004 1110 4100 21 000000					CASEYVILLE TEACHER SUPPLIES							$47.98
	270	UNV-12113 Manila File Folders						F		2.00			$37.98
	10E004 1110 4100 21 000000					CASEYVILLE TEACHER SUPPLIES							$37.98
	280	UNV-21125 Sheet Protector						F		3.00			$43.17
	10E004 1110 4100 21 000000					CASEYVILLE TEACHER SUPPLIES							$43.17
	290	UNV-63500 Clear Tape Roll						F		3.00			$71.97
	10E004 1110 4100 21 000000					CASEYVILLE TEACHER SUPPLIES							$71.97
	300	UNV-15001 Tape Dispenser						F		5.00			$25.45
	10E004 1110 4100 21 000000					CASEYVILLE TEACHER SUPPLIES							$25.45
	310	EPI-E904 Rubber Cement Glue 4oz						F		1.00			$4.74
	10E004 1110 4100 21 000000					CASEYVILLE TEACHER SUPPLIES							$4.74
	320	OIC-614312 Push Pins						F		1.00			$3.99
	10E004 1110 4100 21 000000					CASEYVILLE TEACHER SUPPLIES							$3.99
	330	UNV-10210 Medium Binder Clip						F		10.00			$18.90
	10E004 1110 4100 21 000000					CASEYVILLE TEACHER SUPPLIES							$18.90
	340	UNV-43663 Dry Erasers						F		5.00			$21.95
	10E004 1110 4100 21 000000					CASEYVILLE TEACHER SUPPLIES							$21.95
	350	UNV-00164 Rubberbands Size 64						F		1.00			$9.79
	10E004 1110 4100 21 000000					CASEYVILLE TEACHER SUPPLIES							$9.79
	360	UNV-00133 Rubberbands Size 33						F		1.00			$12.89
	10E004 1110 4100 21 000000					CASEYVILLE TEACHER SUPPLIES							$12.89
	370	GBC-3000004 Laminator Film Roll						F		3.00			$341.97
	10E004 1110 4100 21 000000					CASEYVILLE TEACHER SUPPLIES							$341.97
						NUMBER OF INVOICES: 1							**$1,672.18**
WJR TECH001	WJR TECHNOLOGIES	12890	0142500054	05502025	AP	5/11/25-5/11/26 Document ID - 2002150641 S4_000001491898 HPE 7210 Controller maintenance and warranty - 1 year		B		05/05/2025	05/13/2025	R	$6,680.00
								24-25					$6,680.00

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / REF CATALOG / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / DESCRIPTION / QUICK KEY	PO NUMBER	BATCH	BANK	DESCRIPTION / DISC AMT / ADJUSTMENT DESCRIPTION / ACCOUNT LEVEL DESCRIPTION	1099	LQ / FY / LQ	S	INV DATE / ADJ AMT / QTY	DUE DATE	CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT / LINE AMOUNT / ACCT AMOUNT
WJR TECH001	WJR TECHNOLOGIES	12890	******CONTINUED******											
	100	5/11/25-5/11/26 Document ID - 2002150641 S4_000001491898 HPE 7210 Controller maintenance and warranty - 1 year						F		1.00				$6,680.00
	10E093 2660 3230 00 000000													$6,680.00
						NUMBER OF INVOICES:	**1**							**$6,680.00**
WOLFFANN000	WOLFF, ANNE	REIMBURSE05022025	0000000000	05502025	AP	PT 04152025			B	05/02/2025	05/13/2025	R		$442.80
								24-25						$442.80
	10E040 2210 3320 00 250000					TITLE IV SSAE-TRAVEL								$442.80
						NUMBER OF INVOICES:	**1**							**$442.80**
WRIGHT N000	WRIGHT NATIONAL FLOOD INS CO	WFL990230424	0000000000	05502025	AP	FLOOD INSURANCE			B	04/17/2025	05/13/2025	R		$3,706.00
								24-25						$3,706.00
	80E001 2310 3900 00 000000					MISCELLANOUS TORT								$3,706.00
						NUMBER OF INVOICES:	**1**							**$3,706.00**
YOHN SHE001	YOHN, SHERRY	REIMBURSE05022025	0000000000	05502025	AP	PT 04252025			B	05/02/2025	05/13/2025	R		$579.31
								24-25						$579.31
	10E069 2210 3320 00 250000					TITLE III IMPROV INST CONSULT								$579.31
						NUMBER OF INVOICES:	**1**							**$579.31**
						TOTAL NUMBER OF BATCH INVOICES:	**359**							**$2,524,749.15**
								28 ACH CHECK INVOICES						$10,692.89
								331 COMPUTER CHECK INVOICES						$2,514,056.26
						TOTAL INVOICES:	**359**							**$2,524,749.15**

BANK TOTALS:	BANK	BANK ACCOUNT #	INVOICE AMOUNT	NET AMOUNT

VEN-KEY	VENDOR NAME	INVOICE #	PO NUMBER	BATCH	BANK	DESCRIPTION	LQ	S	INV DATE	DUE DATE	C	NET AMOUNT
	ACH VOID DOWNLOAD	DISCOUNT DESCRIPTION		DISC AMT		ADJUSTMENT DESCRIPTION	FY		ADJ AMT	CHECK NBR		INVOICE AMOUNT
	REF CATALOG	DESCRIPTION					LQ		QTY			LINE AMOUNT
	ACCOUNT NUMBER(S)	QUICK KEY	ACCOUNT LEVEL DESCRIPTION		1099							ACCT AMOUNT
			AP	**A000 1010 0000 00 000000						$2,524,749.15		$2,524,749.15

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********** End of report **********

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / QUICK KEY	PO NUMBER / BATCH / BANK / ACCOUNT LEVEL DESCRIPTION	DESCRIPTION / DISC AMT / ADJUSTMENT DESCRIPTION / 1099	LQ / FY	S	INV DATE / ADJ AMT	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT / ACCT AMOUNT
ALL TYPE000	ALL TYPE COMPRESSOR	I25-549	0000000000 05502025 VOC	VOC AUTO BODY MAINT		B	04/23/2025	03/27/2025	R	$342.00
					24-25					$342.00
	10E087 1447 3230 99 000000		AUTO BODY REP/MAINT SVC							$342.00
				NUMBER OF INVOICES: 1						**$342.00**
CIFCO 000	CIFCO	172832	0000000000 05502025 VOC	PAVERS		B	05/06/2025	03/27/2025	R	$62.25
					24-25					$62.25
	10E080 1401 4100 99 000000		HORTICULTURE/URBAN AG SUPPLIES							$62.25
				NUMBER OF INVOICES: 1						**$62.25**
COLLINSV017	COLLINSVILLE CUSD 10 WAREHOUSE	11441	0000000000 05502025 VOC	OFFICE SUPPLIES WAREHOUSE		B	03/11/2025	03/27/2025	R	$10.56
					24-25					$10.56
	10E095 1400 4100 99 000000		VOC GENL SUPPLIES							$10.56
COLLINSV017	COLLINSVILLE CUSD 10 WAREHOUSE	11473	0000000000 05502025 VOC	WAREHOUSE ORDER		B	03/26/2025	03/27/2025	R	$809.54
					24-25					$809.54
	20E095 2540 4100 99 000000		CUSTODIAL SUPPLIES							$809.54
COLLINSV017	COLLINSVILLE CUSD 10 WAREHOUSE	11475	0000000000 05502025 VOC	WAREHOUSE ORDER OFFICE		B	03/27/2025	03/27/2025	R	$86.37
					24-25					$86.37
	10E095 1400 4111 99 000000		VOC GENL STUDENT SUPPLIES							$86.37
				NUMBER OF INVOICES: 3						**$906.47**
DELTA GA000	DELTA GASES	0508988IN	0000000000 05502025 VOC	VOC GASES		B	03/28/2025	03/27/2025	R	$76.60
					24-25					$76.60
	10E095 1448 4100 99 000000		VOC GENL IND WELD GASES							$76.60
DELTA GA000	DELTA GASES	0510442-IN	0000000000 05502025 VOC	AVC GASES		B	04/16/2025	03/27/2025	R	$194.44
					24-25					$194.44
	10E095 1448 4100 99 000000		VOC GENL IND WELD GASES							$194.44

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION / QUICK KEY	PO NUMBER / BATCH / BANK / ACCOUNT LEVEL DESCRIPTION	DESCRIPTION / ADJUSTMENT DESCRIPTION / 1099	LQ / FY	S	INV DATE / ADJ AMT	DUE DATE / CHECK NBR	C	NET AMOUNT / INVOICE AMOUNT / ACCT AMOUNT
DELTA GA000	DELTA GASES	R1110269	0000000000 05502025 VOC	AVC GASES	B		04/30/2025	03/27/2025	R	$329.18
					24-25					$329.18
	10E095 1448 4100 99 000000		VOC GENL IND WELD GASES							$329.18
				NUMBER OF INVOICES: 3						**$600.22**
FIRST ST000	First Student	12045413	0000000000 05502025 VOC	AVC PORTION FOR ED TRIPS	B		05/05/2025	03/27/2025	R	$3,513.56
					24-25					$3,513.56
	40E095 2550 3320 99 000000		VOC REG TRANSP FIRST STUDENT							$3,513.56
				NUMBER OF INVOICES: 1						**$3,513.56**
HACO ATL000	HACO ATLANTIC	4639	0000000000 05502025 VOC	VOC WELDING	B		04/24/2025	03/27/2025	R	$141.50
					24-25					$141.50
	10E094 1448 4120 99 000000		WELDING MAINT SUPPLIES							$141.50
				NUMBER OF INVOICES: 1						**$141.50**
NATIONAL002	NATIONAL RESTAURANT SOLUTIONS	16N9707036	0000000000 05502025 VOC	AVC FOOD SERVICE	B		04/29/2025	03/27/2025	R	$967.57
					24-25					$967.57
	10E095 1400 4200 99 000000		VOC GENL TEXTBOOKS							$967.57
NATIONAL002	NATIONAL RESTAURANT SOLUTIONS	N9614709	0012500031 05502025 VOC	T. Ellis quote 61968	B		03/20/2025	03/27/2025	R	$831.26
					24-25					$831.26
	10E095 1400 4200 99 000000		VOC GENL TEXTBOOKS							$794.85
	10R095 1510 0000 99 000000		INTEREST ON INVESTMENTS							$36.41
				NUMBER OF INVOICES: 2						**$1,798.83**
O'REILLY000	O'Reilly Automotive	1068418658	0000000000 05502025 VOC	AVC AB	B		04/24/2025	03/27/2025	R	$11.97
					24-25					$11.97
	10E087 1447 4100 99 000000		AUTO BODY SUPPLIES							$11.97
O'REILLY000	O'Reilly Automotive	REQUEST 04282025	0000000000 05502025 VOC	AVC AUTO MECHANICS INVOICES	B		04/28/2025	03/27/2025	R	$1,291.89
					24-25					$1,291.89

VEN-KEY	VENDOR NAME / ACH VOID DOWNLOAD / ACCOUNT NUMBER(S)	INVOICE # / DISCOUNT DESCRIPTION	PO NUMBER / BATCH / BANK / DESCRIPTION / DISC AMT / ADJUSTMENT DESCRIPTION / QUICK KEY / ACCOUNT LEVEL DESCRIPTION / 1099	LQ / S / FY	INV DATE / DUE DATE / C / ADJ AMT / CHECK NBR	NET AMOUNT / INVOICE AMOUNT / ACCT AMOUNT
O'REILLY000	O'Reilly Automotive	REQUEST 04282025	******CONTINUED******			
	10E088 1447 4100 99 000000		AUTO MECH SUPPLIES			$1,291.89
			NUMBER OF INVOICES:	**2**		**$1,303.86**
REPUBLIC000	Republic Services #350	350-006078554	0000000000 05502025 VOC AVC TRASH PICKUP	B 24-25	04/30/2025 05/15/2025 R	$1,420.44 $1,420.44
	20E095 2540 3210 99 000000		VOC TRASH REMOVAL			$1,420.44
			NUMBER OF INVOICES:	**1**		**$1,420.44**
			TOTAL NUMBER OF BATCH INVOICES:	**15**		**$10,089.13**
			15 COMPUTER CHECK INVOICES			$10,089.13
			TOTAL INVOICES:	**15**		**$10,089.13**

BANK TOTALS:	**BANK**	**BANK ACCOUNT #**	**INVOICE AMOUNT**	**NET AMOUNT**
	VOC	**A000 1010 0000 00 000000	$10,089.13	$10,089.13

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APRIL 22-MAY 15, 2025 UNIT PD

CHECK NUMBER	VENDOR	ACCOUNT NUMBER	CHECK DATE	AMOUNT	FD	PO NUMBER	INVOICE NUMBER	INVOICE DESCRIPTION	CHECK TYPE
11620	COLLINSVILLE UNIT 10 TRUST	10R045 1711 0002 00 00	4/22/2025	119.84	10		0 2024-2025	Girls Bowling	R
11620	COLLINSVILLE UNIT 10 TRUST	10R045 1711 0002 00 00	4/22/2025	119.83	10		0 2024-2025-	Athletic Director Girls Bowling	R
11620	COLLINSVILLE UNIT 10 TRUST	10R045 1711 0002 00 00	4/30/2025	-119.84	10		0 2024-2025	Girls Bowling	V
11620	COLLINSVILLE UNIT 10 TRUST	10R045 1711 0002 00 00	4/30/2025	-119.83	10		0 2024-2025-	Athletic Director Girls Bowling	V
11621	DISHD LLC	10E001 2310 4130 00 00	4/22/2025	580.00	10		0 45763	Strategic Planning Meetir Lunch	R
11622	IHSA	10R045 1711 0002 00 00	4/22/2025	317.36	10		0 2024-2025	Girls Bowling Regionals	R
11623	ILLINOIS BANDS	10E014 1130 6400 22 00	4/22/2025	500.00	10		0 45744	2A SuperState CHS (DeLe	R
11624	LOYOLA UNIVERSITY CHICAG(	10E075 3700 3320 00 25	4/22/2025	775.00	10		0 45757	APSI Registration - AP Biology	R
11625	OFALLON PARKS AND RECREA	20E047 2549 3250 00 00	4/22/2025	3100.00	20		0 INV-023177 F	INV-023177 FA-0643	R
11626	ORNELAS MASONRY LLC	10A001 1710 0011 00 00	4/22/2025	10500.00	10		0 588064	Masonry Job Matterhorn	R
11627	SECRETARY OF STATE LICENSE	10E015 1700 4100 00 00	4/22/2025	151.00	10		0 CB57525	License renewal Plate nur CB57525	R
11628	ARTHUR J GALLAGHER RISK	60E001 2533 5410 34 00	4/25/2025	500.00	60		0 5460992	Highway permit bond COLLCOM-01	R
11629	DELTA DENTAL OF ILLINOIS	10L000 4535 0000 00 00	4/25/2025	23746.08	10		0 1910209	District Employee Insuran	R
11630	LEVEL IT EXCAVATING	20E007 2540 5300 27 00	4/25/2025	57558.00	20		0 25-2396R	CMS Ball Fields	R
11631	THE SANDWICH SHOP DINER	10E006 3300 4110 00 25	4/25/2025	925.00	10		0 45761	4th grade job fair	R
11632	UPTOWN SCOOPS	10E026 3300 4100 00 25	4/25/2025	298.00	10		0 1053	Willoughby Farms Family	R
11632	UPTOWN SCOOPS	10E082 3300 4100 00 25	4/25/2025	77.00	10		0 1053	Willoughby Farms Family	R
11633	WORXTIME	10E002 2660 3190 00 00	4/25/2025	2359.22	10		0 0235/2393	Print and Mail Informatio services delivered electronically	R
11894	ESPINOSA, JESSICA	10E087 1110 3100 10 00	4/29/2025	3090.88	10		0 45771	Hispanic Festival	R
11895	GOLDEN CORRAL	10E084 1220 4100 00 00	4/29/2025	535.50	10		0 45776	Lunches for field trip	R
11896	ROSCOHOHE	10E093 2660 5410 00 00	4/29/2025	4900.00	10		0 1208	Remove old boards and ir new LED boards and signs.	R
11896	ROSCOHOHE	20E049 2533 5301 22 00	4/29/2025	38615.00	20		0 1205	Center hung video displa scoreboard, and equipment	R

								needed.	
11897	SOLIS MEZA, JEHU	10E087 1110 3100 10 00(	4/29/2025	1020.00	10	0	45771	Final Payment Hispanic Festival	S
11898	SOLIS MEZA, JEHU	10E087 1110 3100 10 00(	4/29/2025	1020.00	10	0	45771	Deposit hispanic festival	S
11899	MISS VIC (HEALTH INSURANC	10L000 4535 0000 00 00(	4/29/2025	4190.00	10	0	04.30.25 Ret	04.30.25 Retiree Cobra L(	R
11900	COLLINSVILLE UNIT 10 TRUST	10L000 4810 0000 00 00(	5/2/2025	169.35	10	0	20250502AD!	Payroll accrual	R
11900	COLLINSVILLE UNIT 10 TRUST	80L000 4810 0000 00 00(	5/2/2025	9.65	80	0	20250502AD!	Payroll accrual	R
11901	KANSAS PAYMENT CENTER	10L000 4320 0000 00 00(	5/2/2025	362.73	10	0	20250502AD!	Payroll accrual	R
11902	MISS VIC (LIFE INSURANCE)	10L000 4564 0000 00 00(	5/2/2025	1451.84	10	0	20250502AF4	Payroll accrual	R
11902	MISS VIC (LIFE INSURANCE)	20L000 4564 0000 00 00(	5/2/2025	16.03	20	0	20250502AF4	Payroll accrual	R
11902	MISS VIC (LIFE INSURANCE)	80L000 4564 0000 00 00(	5/2/2025	7.30	80	0	20250502AF4	Payroll accrual	R
11903	STATE (IL) DISBURSEMENT UN	10L000 4320 0000 00 00(	5/2/2025	1139.63	10	0	20250502AD!	Payroll accrual	R
11904	STATE MISSOURI: FAMILY SUI	10L000 4320 0000 00 00(	5/2/2025	139.38	10	0	20250502AD!	Payroll accrual	R
11905	JOHN DEERE FINANCIAL	20E008 2540 4100 21 00(	4/30/2025	25.98	20	0	45781	District Charges	R
11905	JOHN DEERE FINANCIAL	20E008 2540 4100 27 00(	4/30/2025	63.68	20	0	45781	District Charges	R
11906	AEP ENERGY	20E007 2540 4660 01 00(	4/30/2025	477.42	20	0	3.0077E+17	ELECTRIC ADMIN	R
11906	AEP ENERGY	20E007 2540 4660 01 00(	4/30/2025	814.70	20	0	3.0077E+17	ANNEX ELECTRIC	R
11906	AEP ENERGY	20E007 2540 4660 22 00(	4/30/2025	32541.68	20	0	3.0077E+17	CHS ELECTRIC	R
11906	AEP ENERGY	20E007 2540 4660 23 00(	4/30/2025	1083.78	20	0	3.0077E+17	HH ELECTRIC	R
11906	AEP ENERGY	20E007 2540 4660 24 00(	4/30/2025	153.11	20	0	3.0077E+17	JEFFERSON ELECTRICITY	R
11906	AEP ENERGY	20E007 2540 4660 25 00(	4/30/2025	47.93	20	0	3.0077E+17	KREITNER ELECTRIC	R
11906	AEP ENERGY	20E007 2540 4660 25 00(	4/30/2025	67.12	20	0	3.077E+16	ELECTRIC KREITNER CROS	R
11906	AEP ENERGY	20E007 2540 4660 33 00(	4/30/2025	7763.55	20	0	3.0077E+17	DIS ELECTRICITY	R
11907	CHS BOWLING BOOSTERS	10R045 1711 0002 00 00·	4/30/2025	119.84	10	0	2024-2025 SE	Girls Bowling	R
11908	COLLINSVILLE UNIT 10 TRUST	10R045 1711 0002 00 00·	4/30/2025	119.83	10	0	2024-2025-	Athletic Director Girls Bowling	R
11909	ALLEY, DAWN	10E021 2130 3100 00 25(	5/2/2025	735.00	10	0	18	OT Services	R
11910	AT&T 1	20E007 2540 3400 10 00(	5/2/2025	227.83	20	0	2841840017	District Charges	S
11911	AT&T 1	20E007 2540 3400 10 00(	5/2/2025	383.27	20	0	4497790018	District Charges	S
11912	KING, JENNIFER	10E014 1131 3100 00 00(	5/2/2025	250.00	10	0	45755	Accompanist Spring Choir Concert	R
11913	LINNEMANN, TEREA	10E021 2130 3100 00 25(	5/2/2025	840.00	10	0	2425-18	Services PT	R
11914	MOUND PUBLIC WATER	20E007 2540 3700 25 00(	5/2/2025	174.28	20	0	3/12-4/17	9000 College	R
11914	MOUND PUBLIC WATER	20E007 2540 3700 25 00(	5/2/2025	174.28	20	0	3/12-4/17 .	9000 College	R
11914	MOUND PUBLIC WATER	20E007 2540 3700 25 00(	5/2/2025	272.14	20	0	3/12-4/17,	9000 College	R
11915	PORTER, DAN	10E001 2110 3320 00 00(	5/2/2025	72.20	10	0	45741	Mileage owed	R
11916	REPUBLIC SERVICES #350	20E007 2540 3210 10 00(	5/2/2025	10629.39	20	0	03500059861	District Charges	R
11917	VILLAGE OF MARYVILLE	20E007 2540 3700 26 00(	5/2/2025	361.12	20	0	45778	Maryville	R
11917	VILLAGE OF MARYVILLE	20E007 2540 3700 26 00(	5/2/2025	867.82	20	0	5-1-25.	Maryville	R

11918	THE HOME DEPOT	10E002 2523 6910 00 00(	5/6/2025	19.26	10		0	*3500	District Charges	R
11918	THE HOME DEPOT	10E002 2523 6910 00 00(	5/6/2025	15.68	10		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 01 00(	5/6/2025	11.92	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 01 00(	5/6/2025	188.51	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 01 00(	5/6/2025	23.97	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 01 00(	5/6/2025	62.21	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 01 00(	5/6/2025	89.70	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 01 00(	5/6/2025	32.44	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 01 00(	5/6/2025	369.39	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 10 00(	5/6/2025	492.27	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 10 00(	5/6/2025	39.95	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 10 00(	5/6/2025	606.07	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 22 00(	5/6/2025	129.00	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 22 00(	5/6/2025	469.48	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 22 00(	5/6/2025	15.66	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 22 00(	5/6/2025	19.98	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 22 00(	5/6/2025	59.41	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 22 00(	5/6/2025	5.98	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 25 00(	5/6/2025	15.74	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 25 00(	5/6/2025	29.88	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 27 00(	5/6/2025	300.00	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 27 00(	5/6/2025	-30.16	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 29 00(	5/6/2025	72.19	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 30 00(	5/6/2025	26.88	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 31 00(	5/6/2025	179.64	20		0	*3500	District Charges	R
11918	THE HOME DEPOT	20E008 2540 4100 33 00(	5/6/2025	91.94	20		0	*3500	District Charges	R
11919	COMPUTYPE COMPUTER SER'	80E001 2365 4100 00 00(	5/8/2025	2165.98	80		0	520870	CMS CAMERAS	R
11919	COMPUTYPE COMPUTER SER'	80E001 2365 4100 00 00(	5/8/2025	3204.50	80		0	521318	VIDEO SURVEILLANCE GO	R
11920	SCHUMACHER, ALISON	10E006 3300 4110 00 25(	5/8/2025	15.62	10		0	REIMBURSEO:	SCIENCE NIGHT MISSED P	R
11921	SKIPPER, DANNY	10R001 1811 0000 22 00-	5/8/2025	90.00	10		0	REFUND BLA	RETURNED LOST BOOK	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 21 00(	5/8/2025	33.89	10	162500007		66680	Caseyville Elementary Teacher/Office Supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00(	5/8/2025	19.75	10	182500013		66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00(	5/8/2025	37.80	10	182500013		66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00(	5/8/2025	33.89	10	182500013		66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00(	5/8/2025	29.67	10	182500013		66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00(	5/8/2025	21.99	10	182500013		66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00(	5/8/2025	51.98	10	182500013		66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00(	5/8/2025	1079.96	10	182500013		66949-1	Workroom supplies	R

11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	29.67	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	11.49	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	4.95	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	23.45	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	51.98	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	28.95	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	20.99	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	21.78	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	25.58	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	49.77	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	10.77	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	13.95	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	13.45	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	24.57	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	15.18	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	7.98	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	19.80	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	8.45	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	9.79	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	11.38	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	30.26	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	19.38	10	182500013	66949-1	Workroom supplies	R
11922	WILLIAMS OFFICE PRODUCTS	10E004 1110 4100 25 00	5/8/2025	37.98	10	182500013	66949-1	Workroom supplies	R
11923	CAPITAL ONE WALMART	10E003 2410 4110 21 00	5/8/2025	65.64	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E003 2410 4110 21 00	5/8/2025	29.32	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E003 2410 4110 21 00	5/8/2025	142.22	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E003 2410 4110 27 00	5/8/2025	97.16	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E003 2410 4110 27 00	5/8/2025	200.24	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E003 2410 4110 28 00	5/8/2025	100.00	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E003 2410 4110 28 00	5/8/2025	200.00	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E006 1250 4100 00 25	5/8/2025	143.65	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E006 1250 4100 00 25	5/8/2025	9.44	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E006 1250 4140 00 25	5/8/2025	129.94	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E006 3300 4110 00 25	5/8/2025	103.74	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E006 3300 4110 00 25	5/8/2025	13.76	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E006 3300 4110 00 25	5/8/2025	-18.24	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E006 3300 4110 00 25	5/8/2025	10.88	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E029 1130 4100 00 00	5/8/2025	275.58	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E045 1500 4110 27 00	5/8/2025	55.84	10	0	M050725	District Charges	R

11923	CAPITAL ONE WALMART	10E056 2210 3320 00 25	5/8/2025	81.46	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E069 1250 4100 00 25	5/8/2025	48.65	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E072 1110 4100 00 00	5/8/2025	330.16	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E072 1110 4100 00 00	5/8/2025	342.48	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E072 1110 4100 00 00	5/8/2025	157.97	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E072 1110 4100 00 00	5/8/2025	21.10	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E072 1110 4100 00 00	5/8/2025	197.31	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E072 1110 4100 00 00	5/8/2025	88.46	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E072 1110 4100 00 00	5/8/2025	133.46	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E072 1110 4100 00 00	5/8/2025	92.01	10	0	M050725	District Charges	R
11923	CAPITAL ONE WALMART	10E084 1220 4100 00 00	5/8/2025	442.44	10	0	M050725	District Charges	R
11924	THE HOME DEPOT	10A001 1710 0011 00 00	5/9/2025	225.76	10	0	*2535-	District Charges	R
11924	THE HOME DEPOT	10A001 1710 0011 00 00	5/9/2025	29.52	10	0	*2535-	District Charges	R
11924	THE HOME DEPOT	10E002 2523 6910 00 00	5/9/2025	1.80	10	0	*2535-	District Charges	R
11925	AMAZON.COM	10E072 1110 4100 00 00	5/9/2025	12.99	10	52500078	1K3WKXDTK1	R Harlan CTE Perkins FAC	R
11925	AMAZON.COM	10E090 1400 4100 22 00	5/9/2025	653.16	10	52500089	1GT69LHRLJK	METT B. Ryterski	R
11925	AMAZON.COM	10E090 1400 4100 22 00	5/9/2025	212.25	10	52500089	1GT69LHRLJK	METT B. Ryterski	R
11925	AMAZON.COM	10E090 1400 4100 22 00	5/9/2025	221.16	10	52500089	1GT69LHRLJK	METT B. Ryterski	R
11925	AMAZON.COM	10E090 1400 4100 22 00	5/9/2025	7.45	10	52500089	1GT69LHRLJK	METT B. Ryterski	R
11925	AMAZON.COM	10E090 1400 4100 22 00	5/9/2025	32.06	10	52500092	1XTXHPXMGF	METT	R
11926	THE HOME DEPOT	10E072 1110 4100 00 00	5/9/2025	131.06	10	0	18465	CTE PERKINS PLYWOOD	R
11926	THE HOME DEPOT	10E072 1110 4100 00 00	5/9/2025	6224.78	10	0	WN15146427	CHS PERKINS TOOLS	R
11927	REALITY WORKS	10E090 1400 5400 22 00	5/9/2025	2858.00	10	52500084	59156	FACS CTE Perkins A. Perry	R
11927	REALITY WORKS	10E095 1400 4100 00 00	5/9/2025	258.16	10	52500084	59156	FACS CTE Perkins A. Perry	R
11928	AEP ENERGY	20E007 2540 4660 01 00	5/12/2025	210.08	20	0	3007703670	Spring St.	R
11928	AEP ENERGY	20E007 2540 4660 21 00	5/12/2025	19.82	20	0	3007703579	Caseyville	R
11928	AEP ENERGY	20E007 2540 4660 22 00	5/12/2025	28389.42	20	0	3007703614	CHS	R
11928	AEP ENERGY	20E007 2540 4660 25 00	5/12/2025	1098.33	20	0	3007703557	Kreitner	R
11928	AEP ENERGY	20E007 2540 4660 26 00	5/12/2025	2053.17	20	0	3007703535	Maryville	R
11928	AEP ENERGY	20E007 2540 4660 27 00	5/12/2025	17225.70	20	0	3007703603	CMS	R
11928	AEP ENERGY	20E007 2540 4660 28 00	5/12/2025	10708.28	20	0	3007703568	Renfro	R
11928	AEP ENERGY	20E007 2540 4660 29 00	5/12/2025	1364.53	20	0	3007703580	Summit	R
11928	AEP ENERGY	20E007 2540 4660 30 00	5/12/2025	1361.28	20	0	3007703658	S. Morrison Ave. Twin Ecl	R
11928	AEP ENERGY	20E007 2540 4660 31 00	5/12/2025	4312.80	20	0	3007703546	Webster	R
11929	CHARTER COMMUNICATIONS	20E001 2549 3230 00 00	5/12/2025	109.08	20	0	1.7345E+14	Distrist usage	R
11930	COLLINSVILLE AREA VOC CEN	10R001 1999 0002 00 00	5/12/2025	3123.00	10	0	45783	Transfer of 3 Circles Gran to CAVC	R
11931	COLLINSVILLE AQUA PARK	10E087 3000 3130 00 00	5/12/2025	2350.00	10	0	45754	Grant Objective Partnersl	R
11932	HIGHLAND MIDDLE SCHOOL	10E047 1500 6400 27 00	5/12/2025	75.00	10	0	45784	Pole Vault Meet	R

11933	REGION 45	10E002 2320 3320 00 00		5/12/2025	25.00	10	0	45775	Member Appreciation Dir	R
11934	VILLAGE OF MARYVILLE	20E007 2540 3700 26 00		5/12/2025	353.48	20	0	45770	Maryville sewer and wate	R
11934	VILLAGE OF MARYVILLE	20E007 2540 3700 26 00		5/12/2025	164.63	20	0	624740002	Maryville	R
11935	WEX BANK	40E002 2550 4640 00 00		5/12/2025	1480.89	40	0	104504930	Gas for District	R
11936	WILD FOAM ADVENTURES	10E087 1110 3100 10 00		5/12/2025	676.00	10	0	45797	Caseyville	S
11937	WILD FOAM ADVENTURES	10E087 1110 3100 10 00		5/12/2025	674.00	10	0	45797	Kreitner	S

317070.8

APRIL 30-MAY 15, 2025 AVC PAID CHECKS

CHECK NUMBER	VENDOR	ACCOUNT NUMBER	CHECK DATE	AMOUNT	FD	PO NUMBER	INVOICE NUMBER	INVOICE DESCRIPTION
3298	COLL UNIT #10 CO-MED REIM	10L000 4563 0000 00 000000	5/2/2025	133.33	10	0	20250502ADAFMF	Payroll accrual
3299	COLLINSVILLE (VOC FED TAX)	10L000 4520 0000 00 000000	5/2/2025	3187.07	10	0	20250502AD1FED	Payroll accrual
3299	COLLINSVILLE (VOC FED TAX)	10L000 4520 0000 00 000000	5/2/2025	147.50	10	0	20250502AD1FEDA	Payroll accrual
3299	COLLINSVILLE (VOC FED TAX)	10L000 4570 0000 00 000000	5/2/2025	247.99	10	0	20250502AD1FICA	Payroll accrual
3299	COLLINSVILLE (VOC FED TAX)	10L000 4570 0000 00 000000	5/2/2025	247.99	10	0	20250502AF1FICA	Payroll accrual
3299	COLLINSVILLE (VOC FED TAX)	10L000 4580 0000 00 000000	5/2/2025	682.19	10	0	20250502AD1MED	Payroll accrual
3299	COLLINSVILLE (VOC FED TAX)	10L000 4580 0000 00 000000	5/2/2025	682.19	10	0	20250502AF1MED	Payroll accrual
3300	COLLINSVILLE (VOC IL TAX)	10L000 4530 0000 00 000000	5/2/2025	2018.92	10	0	20250502AD1STAT	Payroll accrual
3301	COLLINSVILLE (VOC 403b)	10L000 4550 0000 00 000000	5/2/2025	100.00	10	0	20250502ADA12	Payroll accrual
3301	COLLINSVILLE (VOC 403b)	10L000 4550 0000 00 000000	5/2/2025	250.00	10	0	20250502ADA13	Payroll accrual
3301	COLLINSVILLE (VOC 403b)	10L000 4550 0000 00 000000	5/2/2025	100.00	10	0	20250502ADA17	Payroll accrual
3302	COLLINSVILLE (VOC TRS)	10L000 4509 0000 00 000000	5/2/2025	364.50	10	0	20250502AD2THIS	Payroll accrual
3302	COLLINSVILLE (VOC TRS)	10L000 4510 0000 00 000000	5/2/2025	271.31	10	0	20250502AF2ETH	Payroll accrual
3302	COLLINSVILLE (VOC TRS)	10L000 4510 0000 00 000000	5/2/2025	28.52	10	0	20250502AF2ETHA	Payroll accrual
3302	COLLINSVILLE (VOC TRS)	10L000 4510 0000 00 000000	5/2/2025	38.31	10	0	20250502AF2THIA	Payroll accrual
3302	COLLINSVILLE (VOC TRS)	10L000 4511 0000 00 000000	5/2/2025	4027.82	10	0	20250502AD2TRS	Payroll accrual
3302	COLLINSVILLE (VOC TRS)	10L000 4512 0000 00 000000	5/2/2025	259.58	10	0	20250502AF2ETR	Payroll accrual
3303	COLLINSVILLE (VOC AF)	10L000 4565 0000 00 000000	5/2/2025	35.50	10	0	20250502ADAFTL	Payroll accrual
3304	COLLINSVILLE UNIT 10 TRUST & A(	10L000 4810 0000 00 000000	5/2/2025	10.00	10	0	20250502AD5DES	Payroll accrual
3305	COLLINSVILLE (VOC SSP TRS)	10L000 4513 0000 00 000000	5/2/2025	202.15	10	0	20250502ADSSP3	Payroll accrual
3306	MISS VIC (LIFE INSURANCE)	10L000 4564 0000 00 000000	5/2/2025	25.48	10	0	20250502AF4LIFE	Payroll accrual
3307	CAPITAL ONE WALMART	10E081 1421 4100 99 000000	5/8/2025	290.87	10	0	45766	Voc Charges for District
3307	CAPITAL ONE WALMART	10E083 1421 4100 99 000000	5/8/2025	76.78	10	0	45766	Voc Charges for District
3307	CAPITAL ONE WALMART	10E083 1421 4100 99 000000	5/8/2025	263.62	10	0	45766	Voc Charges for District
3307	CAPITAL ONE WALMART	10E083 1421 4100 99 000000	5/8/2025	74.71	10	0	45766	Voc Charges for District
3307	CAPITAL ONE WALMART	10E083 1421 4100 99 000000	5/8/2025	29.30	10	0	45766	Voc Charges for District
3307	CAPITAL ONE WALMART	10E083 1421 4100 99 000000	5/8/2025	126.14	10	0	45766	Voc Charges for District
3307	CAPITAL ONE WALMART	10E083 1421 4100 99 000000	5/8/2025	178.94	10	0	45766	Voc Charges for District
3307	CAPITAL ONE WALMART	10E083 1421 4100 99 000000	5/8/2025	84.12	10	0	45766	Voc Charges for District
3307	CAPITAL ONE WALMART	10E083 1421 4100 99 000000	5/8/2025	27.30	10	0	45766	Voc Charges for District
3307	CAPITAL ONE WALMART	10E085 1418 4100 99 000000	5/8/2025	205.99	10	0	45766	Voc Charges for District
3307	CAPITAL ONE WALMART	10E092 1430 4100 99 000000	5/8/2025	136.80	10	0	45766	Voc Charges for District
3308	The Home Depot	10E080 1401 4100 99 000000	5/9/2025	37.94	10	0	*2535-	District Charges *2535
3308	The Home Depot	10E080 1401 4100 99 000000	5/9/2025	41.60	10	0	*2535-	District Charges *2535
3308	The Home Depot	10E080 1401 4100 99 000000	5/9/2025	37.92	10	0	*2535-	District Charges *2535
3308	The Home Depot	10E080 1401 4100 99 000000	5/9/2025	438.97	10	0	*2535-	District Charges *2535
3308	The Home Depot	10E080 1401 4100 99 000000	5/9/2025	34.80	10	0	*2535-	District Charges *2535
3308	The Home Depot	10E089 1446 4120 99 000000	5/9/2025	400.00	10	0	*2535-	District Charges *2535
3308	The Home Depot	10E095 1400 4100 99 000000	5/9/2025	900.00	10	0	*2535-	District Charges *2535
3308	The Home Depot	10E095 1400 4111 99 000000	5/9/2025	48.87	10	0	*2535-	District Charges *2535

3308	The Home Depot	10E095 1400 4111 99 000000	5/9/2025	350.94	10	0	*2535-		District Charges *2535
3309	ACCUCUT LLC	10E078 1400 4110 99 000000	5/9/2025	95.00	10	12500040	12508735		ED Pathway
3309	ACCUCUT LLC	10E078 1400 4110 99 000000	5/9/2025	55.00	10	12500040	12508735		ED Pathway
3309	ACCUCUT LLC	10E078 1400 4110 99 000000	5/9/2025	380.00	10	12500040	12508735		ED Pathway
3309	ACCUCUT LLC	10E078 1400 4110 99 000000	5/9/2025	200.00	10	12500040	12508735		ED Pathway
3309	ACCUCUT LLC	10E078 1400 4110 99 000000	5/9/2025	245.00	10	12500040	12508735		ED Pathway
3310	AMAZON.COM	10E076 1400 5400 99 000000	5/9/2025	1895.00	10	12500044	1QLCC7XKHCMM		Ed Pathway
3310	AMAZON.COM	10E078 1400 4110 99 000000	5/9/2025	67.91	10	12500035	1JGMX1XYRJHP		Ed Pathway A. Perry
3310	AMAZON.COM	10E078 1400 4110 99 000000	5/9/2025	82.12	10	12500035	1JGMX1XYRJHP		Ed Pathway A. Perry
3310	AMAZON.COM	10E078 1400 4110 99 000000	5/9/2025	75.21	10	12500035	1JGMX1XYRJHP		Ed Pathway A. Perry
3310	AMAZON.COM	10E078 1400 4110 99 000000	5/9/2025	79.95	10	12500045	1VXR3PFNFPWG		Ed Pathway
3310	AMAZON.COM	10E078 1400 4110 99 000000	5/9/2025	353.98	10	12500045	1VXR3PFNFPWG		Ed Pathway
3311	HADDOCK CORPORATION	10E078 1400 5400 99 000000	5/9/2025	5135.00	10	32500002	7336		ACITVPANEL - SHANE KOCHANSKI
3312	ORIENTAL TRADING	10E078 1400 4110 99 000000	5/9/2025	9.99	10	12500038	73641743501		ED Pathway S. Geppert
3312	ORIENTAL TRADING	10E078 1400 4110 99 000000	5/9/2025	14.99	10	12500038	73641743501		ED Pathway S. Geppert
3312	ORIENTAL TRADING	10E078 1400 4110 99 000000	5/9/2025	39.96	10	12500038	73641743501		ED Pathway S. Geppert
3312	ORIENTAL TRADING	10E078 1400 4110 99 000000	5/9/2025	17.99	10	12500038	73641743501		ED Pathway S. Geppert
3312	ORIENTAL TRADING	10E078 1400 4110 99 000000	5/9/2025	35.98	10	12500038	73641743501		ED Pathway S. Geppert
3312	ORIENTAL TRADING	10E078 1400 4110 99 000000	5/9/2025	7.29	10	12500038	73641743501		ED Pathway S. Geppert
3312	ORIENTAL TRADING	10E078 1400 4110 99 000000	5/9/2025	39.99	10	12500038	73641743501		ED Pathway S. Geppert
3312	ORIENTAL TRADING	10E078 1400 4110 99 000000	5/9/2025	39.99	10	12500038	73641743501		ED Pathway S. Geppert
3312	ORIENTAL TRADING	10E078 1400 4110 99 000000	5/9/2025	21.98	10	12500038	73641743501		ED Pathway S. Geppert
3312	ORIENTAL TRADING	10E078 1400 4110 99 000000	5/9/2025	4.98	10	12500038	73641743501		ED Pathway S. Geppert
3312	ORIENTAL TRADING	10E078 1400 4110 99 000000	5/9/2025	23.31	10	12500038	73641743501		ED Pathway S. Geppert
				25766.58					

AVC HOME DEPOT

Vendor: THE HOME000 The Home Depot 420850 Ranges Add Delete Notes Attach

Vendor Information

Address: PO BOX 9001030 Louisville KY 40290-1030

Active/Inactive: Active Individual/Business: Business Ven Type: Order From/Remit To

AP Invoices

Views: General Filters:

Invoice Date Invoice Nur

05/01/2025 *2535-

Expand All Collapse All

- Invoice Master
- Invoice Detail Lines
- Invoice Accounts
- Approval History
- Invoice Notes
- Invoice Attachments
- PO Attachments

Invoice Detail Lines

* Designates accounts that are over budget

Line #	Catalog / Account	Description / Acct. Pct.	Quantity / Acct. Amt.	U of M	Unit Cost	Total Amount
100		*5562	1	each	37.94000	37.94
	10E080 1401 4100 99 000000	100.00%	37.94			
110		*5562	1	each	48.87000	48.87
	10E095 1400 4111 99 000000	100.00%	48.87			
120		*1137	1	each	1,650.94000	1,650.94
	*10E089 1446 4120 99 000000	24.23%	400.00			
	10E095 1400 4100 99 000000	54.51%	900.00			
	10E095 1400 4111 99 000000	21.26%	350.94			
130		*1137	1	each	41.60000	41.60
	10E080 1401 4100 99 000000	100.00%	41.60			
140		*1137	1	each	37.92000	37.92
	10E080 1401 4100 99 000000	100.00%	37.92			
150		*1137	1	each	438.97000	438.97
	10E080 1401 4100 99 000000	100.00%	438.97			
160		*1137	1	each	34.80000	34.80
	10E080 1401 4100 99 000000	100.00%	34.80			

UNIT THE HOME DEPOT

Vendor: HOME DEP001 THE HOME DEPOT 420850 Ranges Add Delete Notes Attach

Vendor Information

Address: PO BOX 9001030 LOUISVILLE KY 40290-1030

Active/Inactive: Active Individual/Business: Business Ven Type: Order From/Remit To

AP Invoices

Views: General Filters: *Skyward Default

Invoice Date Invoice Number PO Number Description Amount Net Amount Due Date

05/01/2025 *2535-

Expand All Collapse All

- Invoice Master
- Invoice Detail Lines
- Invoice Accounts
- Approval History

Invoice Detail Lines

* Designates accounts that are over budget

Line #	Catalog / Account	Description / Acct. Pct.	Quantity / Acct. Amt.	U of M	Unit Cost	Total Amount
100		*2263	1	EACH	225.76000	225.76
	10A001 1710 0011 00 000000	100.00%	225.76			
110		*1137	1	EACH	29.52000	29.52
	10A001 1710 0011 00 000000	100.00%	29.52			
120		Finance Charges	1	EACH	1.80000	1.80
	*10E002 2523 6910 00 000000	100.00%	1.80			

AVC BMO

Vendor: BMO HARR000 ▾ BMO Harris 722265 ▾ Ranges Add Delete Notes Attach

Vendor Information

Address: PO BOX 5732 Chicago IL 60197-5732

Active/Inactive: Active Individual/Business: Business Ven Type: Order From/Remit To

AP Invoices

Views: General ▾ Filters:

Invoice Date ▾ Invoice Nur

05/15/2025 05/01/25

Expand All Collapse All

- Invoice Master
- Invoice Detail Lines
- Invoice Accounts
- Approval History
- Invoice Notes
- Invoice Attachments
- PO Attachments

Invoice Detail Lines

* Designates accounts that are over budget

Line #	Catalog / Account	Description / Acct. Pct.	Quantity / Acct. Amt.	U of M	Unit Cost	Total Amount
100	10E091 1447 4100 99 000000	Card ending in *5281 100.00%	1 219.00	EACH	219.00000	219.00
110	10E093 1448 4100 99 000000	Card ending in *5281 100.00%	1 129.39	each	129.39000	129.39
120	10E083 1421 4100 99 000000	Card ending in *5281 100.00%	1 182.45	each	182.45000	182.45
130	10E083 1421 4100 99 000000	Card ending in *5281 100.00%	1 123.46	each	123.46000	123.46
140	10E083 1421 4100 99 000000	Card ending in *5281 100.00%	1 32.93	EACH	32.93000	32.93
150	10E085 1418 4100 99 000000	Card ending in *5281 100.00%	1 8.67	EACH	8.67000	8.67
160	10E050 1400 4100 99 000000	Card ending in *5281 100.00%	1 3,406.00	EACH	3,406.00000	3,406.00
170	10E094 1448 4120 99 000000	Card ending in *5281 100.00%	1 107.04	EACH	107.04000	107.04

AVC WALMART

Print This Screen

Page Title: Line Items for Invoice Number: 04/19/25 - Invoice Line Items

Line #	Catalog	Description	Quantity	Unit of Measure	Unit Cost	Total Amount
Hide	Hide	Hide	Hide	Hide	Hide	Hide

Line #	Catalog	Description	Quantity	Unit of Measure	Unit Cost	Total Amount
100		WM	1	each	76.78000	76.78
110		WM	1	each	205.99000	205.99
120		WM	1	each	263.62000	263.62
130		WM	1	each	74.71000	74.71
140		Sams	1	each	136.80000	136.80
150		WM	1	each	290.87000	290.87
160		WM	1	each	29.30000	29.30
170		WM	1	each	126.14000	126.14
180		WM	1	each	178.94000	178.94
190		WM	1	each	84.12000	84.12
200		WM	1	each	27.30000	27.30

Line Items for Invoice Number: 04-04-25 - Invoice Line Items

Line #	Catalog	Description	Quantity	Unit of Measure	Unit Cost	Total Amount
100		Card *2756	1	EACH	598.00000	598.00
110		Card *2756	1	EACH	295.00000	295.00
120		Card *2756	1	EACH	439.99000	439.99
130		Card *2932	1	EACH	2,188.37000	2,188.37
140		Card *2932	1	EACH	2,600.68000	2,600.68
150		Card *2932	1	EACH	101.71000	101.71
160		Card *7442	1	EACH	126.57000	126.57
170		Card *0398	1	EACH	54.15000	54.15
180		Card *0398	1	EACH	19.96000	19.96
190		Card *0398	1	EACH	660.00000	660.00
200		Card *0398	1	EACH	343.36000	343.36
210		Card *1647	1	EACH	214.00000	214.00
220		Card *1647	1	EACH	280.00000	280.00
230		Card *3874	1	EACH	95.42000	95.42
240		Card *3874	1	EACH	12.13000	12.13
250		Card *3874	1	EACH	34.89000	34.89
260		Card *3874	1	EACH	251.41000	251.41
270		Card *3874	1	EACH	68.92000	68.92
280		Card *3874	1	EACH	73.74000	73.74
290		Card *3874	1	EACH	7.70000	7.70
300		Card *0140	1	EACH	162.40000	162.40
310		Card *0140	1	EACH	162.40000	162.40
320		Card *0140	1	EACH	162.40000	162.40
330		Card *0140	1	EACH	6,624.00000	6,624.00
340		Card *6658	1	EACH	280.00000	280.00
350		Card *6658	1	EACH	542.79000	542.79
360		Card *6658	1	EACH	542.79000	542.79
370		Card *6658	1	EACH	542.79000	542.79
380		Card *6658	1	EACH	542.79000	542.79
390		Card *6658	1	EACH	542.79000	542.79
400		Card *6658	1	EACH	542.79000	542.79
410		Card *6658	1	EACH	542.79000	542.79
420		Card *6658	1	EACH	542.79000	542.79
430		Card *9000	1	EACH	10.52000	10.52
440		Card *9000	1	EACH	41.52000	41.52
450		Card *9000	1	EACH	7.00000	7.00
460		Card *9000	1	EACH	171.33000	171.33
470		Card *9000	1	EACH	37.00000	37.00
480		Card *9000	1	EACH	159.30000	159.30
490		Card *9000	1	EACH	10.70000	10.70
500		Card *9000	1	EACH	356.94000	356.94
510		Card *9000	1	EACH	21.40000	21.40
520		Card *9000	1	EACH	263.76000	263.76
530		Card *9000	1	EACH	32.18000	32.18
540		Card *3744	1	EACH	102.06000	102.06
550		Card *3744	1	EACH	175.09000	175.09
560		Card *3744	1	EACH	44.35000	44.35
570		Card *3744	1	EACH	44.15000	44.15
580		Card *3744	1	EACH	585.09000	585.09
590		credit to Card *3744	1	EACH	-226.30000	-226.30
600		Card *3744	1	EACH	2,936.30000	2,936.30
610		*9990	1	EACH	14.95000	14.95
620		*9990	1	EACH	432.98000	432.98
630		*9990	1	EACH	697.37000	697.37
640		*9990	1	EACH	212.93000	212.93

Unit
BMO

Line Items for Invoice Number: M050725 - Invoice Line Items

Line #	Catalog	Description	Quantity	Unit of Measure	Unit Cost	Total Amount
100		WM	1	EACH	129.94000	129.94
110		wm	1	EACH	143.65000	143.65
120		WM	1	EACH	88.46000	88.46
130		WM	1	EACH	133.46000	133.46
140		WM	1	EACH	55.84000	55.84
150		WM	1	EACH	92.01000	92.01
160		WM	1	EACH	9.44000	9.44
170		WM	1	EACH	10.88000	10.88
180		Sams	1	EACH	200.24000	200.24
190		WM	1	EACH	442.44000	442.44
200		WM	1	EACH	100.00000	100.00
210		WM	1	EACH	330.16000	330.16
220		WM	1	EACH	65.64000	65.64
230		WM	1	EACH	342.48000	342.48
240		WM	1	EACH	157.97000	157.97
250		WM	1	EACH	29.32000	29.32
260		WM	1	EACH	200.00000	200.00
270		WM	1	EACH	103.74000	103.74
280		WM	1	EACH	142.22000	142.22
290		WM	1	EACH	21.10000	21.10
300		WM	1	EACH	197.31000	197.31
310		WM/Sams	1	EACH	97.16000	97.16
320		WM	1	EACH	13.76000	13.76
330		WM	1	EACH	275.58000	275.58
340		WM	1	EACH	81.46000	81.46
350		Credit	1	EACH	-18.24000	-18.24
360		Sams	1	EACH	48.65000	48.65

Unit

Walmart

Line Items for Invoice Number: *3500 - Invoice Line Items

Line #	Catalog	Description	Quantity	Unit of Measure	Unit Cost	Total Amount
100		*3291 Card	1	EACH	492.27000	492.27
110		*3291	1	EACH	39.95000	39.95
120		*3291	1	EACH	15.74000	15.74
130		*3291	1	EACH	11.92000	11.92
140		*3291	1	EACH	72.19000	72.19
150		*3291	1	EACH	179.64000	179.64
160		*3291	1	EACH	129.00000	129.00
170		*3291	1	EACH	188.51000	188.51
180		*8096 Card	1	EACH	29.88000	29.88
190		*8096	1	EACH	469.48000	469.48
200		*8096	1	EACH	23.97000	23.97
210		*8096	1	EACH	26.88000	26.88
220		*8096	1	EACH	15.66000	15.66
230		*8419	1	EACH	62.21000	62.21
240		*3140	1	EACH	89.70000	89.70
250		*3140	1	EACH	19.98000	19.98
260		*3132	1	EACH	59.41000	59.41
270		*3132	1	EACH	300.00000	300.00
280		Credit to *3132	1	EACH	-30.16000	-30.16
290		*3132	1	EACH	32.44000	32.44
300		*3132	1	EACH	91.94000	91.94
310		*3132	1	EACH	369.39000	369.39
320		*3132	1	EACH	5.98000	5.98
330		Finance Charges	1	EACH	19.26000	19.26
340		Finance Charges	1	EACH	15.68000	15.68
350		3500*	1	EACH	606.07000	606.07

Unit

Home Depot

10. **Monthly Financial Statements for April 2025**

Item: 8
Exh.: E-8

BOARD AGENDA
May 19, 2025

TO: **Dr. Brad Skertich, Superintendent of Schools**

FROM: **Jamie Hadjan, Director of Finance**

DATE: **May 19, 2025**

RE: **Approval of Monthly Financial Statements**

A separate agenda item is needed for Board approval of the monthly financial statements.

I recommend approval of the following suggested motion:

> "I move that the monthly financial statements of Collinsville Community Unit School District No.10 and the Collinsville Area Vocational Center for April 2025, be approved and attached to these minutes as Exhibit E-8."

ss

Attachments

Collinsville Community Unit District #10

Fund Balance Report

April 30, 2025

Fund	Description	Month to Date Expense	Month to Date Income	Year to Date Expense	Year to Date Income	Fund Balance YTD Change	Fund Balance Start of Year	Fund Balance Current
10	Education Fund	$ 5,790,569.96	$ 4,753,382.85	$ 56,915,760.02	$ 66,366,679.34	$ 9,450,919.32	$ 25,379,349.34	$ 34,830,268.66
20	Oper, Build, & Maint Fund	522,996.45	35,447.18	7,781,075.54	6,610,412.07	(1,170,663.47)	7,966,450.62	6,795,787.15
30	Debt Service Fund	11,415.22	4,035.88	3,009,615.48	3,336,309.25	326,693.77	608,566.95	935,260.72
40	Transportation Fund	739,747.23	1,105,543.68	5,348,452.82	5,093,524.30	(254,928.52)	2,314,945.88	2,060,017.36
50	I.M.R.F./Soc. Sec. Fund	167,292.75	21,131.12	1,665,531.89	2,812,594.21	1,147,062.32	2,886,562.24	4,033,624.56
60	Capital Projects	60,169.63	138,239.20	6,210,981.29	3,381,430.52	(2,829,550.77)	9,353,223.91	6,523,673.14
70	Working Cash Fund	-	62,830.88	-	948,771.51	948,771.51	10,380,661.91	11,329,433.42
80	Tort Fund	84,536.67	19,927.54	2,165,101.86	4,320,535.36	2,155,433.50	1,667,190.35	3,822,623.85
90	Fire Prevention and Safety Fund	1,110.00	7,606.77	378,217.89	631,469.68	253,251.79	1,152,968.72	1,406,220.51
		$ 7,377,837.91	**$ 6,148,145.10**	**$ 83,474,736.79**	**$ 93,501,726.24**	**$ 10,026,989.45**	**$ 61,709,919.92**	**$ 71,736,909.37**

FDTLOC FUNC OBJ SJ	Account Level Description	April 2024-25 Beginning Balance	April 2024-25 Debits	April 2024-25 Credits	Ending Balance
10A000 1010 0000 00 000000	EDUC FD CASH - BUSEY	230,933.64	10,832,672.91	7,079,622.67	3,983,983.88
10A000 1010 0000 01 000000	ACTIVITY (TRUST & AGENCY) CASH	0.00	0.00	0.00	0.00
10A000 1010 0001 00 000000	ACTIVITY (TRUST & AGENCY) CASH	816,820.20	45,395.08	0.00	862,215.28
10A000 1010 0002 00 000000	EDUC FUND CASH, BUSEY	0.00	0.00	0.00	0.00
10A000 1010 0003 00 000000	CASH (PMA 10887-102, HARRIS)	0.00	0.00	0.00	0.00
10A000 1020 0000 00 000000	BUSEY SAVINGS - CASH	0.00	0.00	0.00	0.00
10A000 10-- ---- -- ------		1,047,753.84	10,878,067.99	7,079,622.67	4,846,199.16
10A000 1530 0000 00 000000	INTERFUND LOAN TO TRANSPORTATI	0.00	0.00	0.00	0.00
10A000 15-- ---- -- ------		0.00	0.00	0.00	0.00
10A000 1630 0000 00 000000	ACCOUNTS RECEIVABLE ACCRUAL	0.00	0.00	0.00	0.00
10A000 16-- ---- -- ------		0.00	0.00	0.00	0.00
10A000 1800 0000 00 000000	EDUCATION FUND INVESTMENT	35,497,099.31	172,764.92	5,000,000.00	30,669,864.23
10A000 18-- ---- -- ------		35,497,099.31	172,764.92	5,000,000.00	30,669,864.23
10A001 1200 0000 00 000000	REC UNIT	2,110.04	0.00	0.00	2,110.04
10A001 12-- ---- -- ------		2,110.04	0.00	0.00	2,110.04
10A001 1400 0000 00 000000	RECEIVABLE FROM VOC SCH	96.93	0.00	0.00	96.93
10A001 1400 0001 00 000000	RECEIVABLE FROM OLB	0.00	0.00	0.00	0.00
10A001 14-- ---- -- ------		96.93	0.00	0.00	96.93
10A001 1710 0011 00 000000	VOC Lot 1Tanglewood	145,064.72	38,001.42	214.96	182,851.18
10A001 1710 0012 00 000000	VOC H PROJ #20 LOT FOR 222K	621.12	0.00	0.00	621.12
10A001 1710 0013 00 000000	VOC HOUSE 310 S SEMINARY	-71,489.70	0.00	0.00	-71,489.70
10A001 1710 0014 00 000000	VOC HOUSE 500 HOWARD	-3,643.34	0.00	0.00	-3,643.34
10A001 1710 0015 00 000000	VOC lot 2 Tanglewood	24,995.31	0.00	0.00	24,995.31
10A001 1710 0016 00 000000	VOC HOUSE, 115 Courtland, curr	4,520.09	0.00	0.00	4,520.09
10A001 1710 0017 00 000000	VOC House, Gale donated lot 13	48.12	0.00	0.00	48.12
10A001 1710 0018 00 000000	VOC House, Collinsville Rd, Do	789.00	0.00	0.00	789.00
10A001 17-- ---- -- ------		100,905.32	38,001.42	214.96	138,691.78
10A001 8100 7130 00 000000	PERMANENT TRANSFER TO O&M FUND	0.00	0.00	0.00	0.00
10A001 81-- ---- -- ------		0.00	0.00	0.00	0.00
10A002 1025 0000 00 000000	ADMIN PETTY CASH	280.81	0.00	0.00	280.81
10A002 10-- ---- -- ------		280.81	0.00	0.00	280.81
10A003 1025 0000 00 000000	HS PETTY CASH	0.00	0.00	0.00	0.00
10A003 1026 0000 00 000000	CMS PETTY CASH	0.00	0.00	0.00	0.00
10A003 10-- ---- -- ------		0.00	0.00	0.00	0.00
10A010 1200 0000 00 000000	REC UNIT (Start up money)	0.00	0.00	0.00	0.00
10A010 12-- ---- -- ------		0.00	0.00	0.00	0.00
10A--- ---- ---- -- ------		36,648,246.25	11,088,834.33	12,079,837.63	35,657,242.95
10L000 0000 0000 00 000000		0.00	0.00	0.00	0.00
10L000 00-- ---- -- ------		0.00	0.00	0.00	0.00
10L000 4000 0000 00 000000	ACTIVITY (TRUST & AGENCY)	-816,820.20	0.00	45,395.08	-862,215.28
10L000 4010 0000 00 000000	SWIC CLEARING ACCT	0.00	0.00	0.00	0.00
10L000 4020 0000 00 000000	A/P LIABILITY	-30.66	1,997,579.78	1,997,497.80	51.32
10L000 4030 0000 00 000000	WAGE GARNISHMENT	0.00	413.23	413.23	0.00
10L000 4031 0000 00 000000	WAGE GAR (4588) IL DISBURSEMEN	0.00	0.00	0.00	0.00
10L000 4040 0000 00 000000	PAYROLL ACCRUAL	0.00	4,719,993.41	4,719,993.41	0.00
10L000 40-- ---- -- ------		-816,850.86	6,717,986.42	6,763,299.52	-862,163.96
10L000 4310 0000 00 000000	BENEFICIARY	0.00	0.00	0.00	0.00
10L000 4320 0000 00 000000	CHILD SUPPORT PAYMENTS	0.00	3,333.48	3,333.48	0.00
10L000 4330 0000 00 000000	INTERFUND LOAN FROM TRANSP FU	0.00	0.00	0.00	0.00
10L000 4340 0000 00 000000	EDUC LOAN FROM W/CASH	0.00	0.00	0.00	0.00
10L000 43-- ---- -- ------		0.00	3,333.48	3,333.48	0.00
10L000 4510 0000 00 000000	TRS BENEFIT UPGRADE BP 2.2	0.00	0.00	0.00	0.00
10L000 4511 0000 00 000000	TRS SSP DEDUCTIONS	0.00	12,824.62	12,824.62	0.00
10L000 4512 0000 00 000000	TRS EMPLOYER BENEFIT	0.00	18,074.91	18,074.91	0.00
10L000 4520 0000 00 000000	FED W/H TAX	0.00	300,138.32	300,138.32	0.00
10L000 4535 0000 00 000000	EMPLOYEE HEALTH INSURANCE PAY	36,060.38	27,936.08	28,806.79	35,189.67
10L000 4540 0000 00 000000	IMRF DEDUCTION	0.00	35,971.01	35,971.01	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	April 2024-25 Beginning Balance	April 2024-25 Debits	April 2024-25 Credits	Ending Balance
10L000 4541 0000 00 000000	IMRF VOLUNTARY	0.00	0.00	0.00	0.00
10L000 4550 0000 00 000000	TAX SHELTERED ANNUITIES	0.00	52,870.26	52,870.26	0.00
10L000 4560 0000 00 000000	DISTRICT HEALTH INSURANCE	0.00	646,324.86	646,324.86	0.00
10L000 4561 0000 00 000000	SEC 125 TERM LIFE	0.00	5,004.64	5,004.64	0.00
10L000 4562 0000 00 000000	SEC 125 DEP CARE	0.00	1,083.32	1,083.32	0.00
10L000 4563 0000 00 000000	SEC 125 MED REIMB	0.00	14,049.44	14,049.44	0.00
10L000 4564 0000 00 000000	DISTRICT LIFE INSURANCE	0.00	1,455.13	1,455.13	0.00
10L000 4565 0000 00 000000	EMP HEALTH INS PAY	0.00	0.00	0.00	0.00
10L000 4570 0000 00 000000	FICA DEDUCTION	0.00	106,439.46	106,439.46	0.00
10L000 45-- ---- -- ------		36,060.38	1,222,172.05	1,223,042.76	35,189.67
10L000 4600 0000 00 000000	MISC Payroll Adjustments	0.00	0.00	0.00	0.00
10L000 4610 0000 00 000000	TRS .4% Difference	0.00	282,593.53	282,593.53	0.00
10L000 46-- ---- -- ------		0.00	282,593.53	282,593.53	0.00
10L000 4700 0000 00 000000	DIRECT DEPOSIT ACCRUAL	0.00	0.00	0.00	0.00
10L000 47-- ---- -- ------		0.00	0.00	0.00	0.00
10L000 4810 0000 00 000000	DIVERSITY & EQUITY	0.00	169.35	169.35	0.00
10L000 4813 0000 00 000000	IL STATE TAX	0.00	168,189.94	168,189.94	0.00
10L000 4815 0000 00 000000	THIS BENEFIT	0.00	20,878.63	20,878.63	0.00
10L000 4822 0000 00 000000	DISTRICT HEALTH INSURANCE	0.00	92,011.08	92,011.08	0.00
10L000 4823 0000 00 000000	DISTRICT DENTAL INSURANCE	0.00	24,438.84	24,438.84	0.00
10L000 4828 0000 00 000000	LOCAL 316 UNION DUES	0.00	2,808.47	2,808.47	0.00
10L000 4829 0000 00 000000	CEA & CEAA DUES	0.00	54,957.88	54,957.88	0.00
10L000 4830 0000 00 000000		0.00	0.00	0.00	0.00
10L000 4831 0000 00 000000	THIS DEDUCTION	0.00	25,920.16	25,920.16	0.00
10L000 48-- ---- -- ------		0.00	389,374.35	389,374.35	0.00
10L000 4913 0000 00 000000		0.00	0.00	0.00	0.00
10L000 49-- ---- -- ------		0.00	0.00	0.00	0.00
10L--- ---- ---- -- ------		-780,790.48	8,615,459.83	8,661,643.64	-826,974.29
10Q000 0000 0000 00 000000		0.00	0.00	0.00	0.00
10Q000 00-- ---- -- ------		0.00	0.00	0.00	0.00
10Q000 7030 0000 00 000000	FUND CHANGE	0.00	0.00	0.00	0.00
10Q000 7040 0000 00 000000	ED FUND BALANCE	-35,867,455.77	5,868,296.95	4,831,109.84	-34,830,268.66
10Q000 70-- ---- -- ------		-35,867,455.77	5,868,296.95	4,831,109.84	-34,830,268.66
10Q000 7130 0000 00 000000	RESERVE FOR ENCUMBRANCE	0.00	0.00	0.00	0.00
10Q000 71-- ---- -- ------		0.00	0.00	0.00	0.00
10Q000 7300 0000 00 000000	ENCUMBRANCE OFFSET	0.00	314,179.76	314,179.76	0.00
10Q000 73-- ---- -- ------		0.00	314,179.76	314,179.76	0.00
10Q010 7110 0000 00 000000	PERM TRF FM WKG CASH ABOLISH	0.00	0.00	0.00	0.00
10Q010 71-- ---- -- ------		0.00	0.00	0.00	0.00
10Q010 7310 0000 00 000000	SALE OF EQUIPMENT	0.00	0.00	0.00	0.00
10Q010 73-- ---- -- ------		0.00	0.00	0.00	0.00
10Q--- ---- ---- -- ------		-35,867,455.77	6,182,476.71	5,145,289.60	-34,830,268.66
1----- ---- ---- -- ------		0.00	25,886,770.87	25,886,770.87	0.00
20A000 1010 0000 00 000000	O&M FUND CASH - US BANK	809,684.09	557,853.89	580,154.60	787,383.38
20A000 1020 0000 00 000000	CASH	0.00	0.00	0.00	0.00
20A000 10-- ---- -- ------		809,684.09	557,853.89	580,154.60	787,383.38
20A000 1630 0000 00 000000	ACCOUNTS RECEIVABLE ACCRUAL	0.00	0.00	0.00	0.00
20A000 16-- ---- -- ------		0.00	0.00	0.00	0.00
20A000 1800 0000 00 000000	O & M FUND INVESTMENTS	6,473,020.65	33,836.94	500,000.00	6,006,857.59
20A000 18-- ---- -- ------		6,473,020.65	33,836.94	500,000.00	6,006,857.59
20A001 1400 0000 00 000000	RECEIVALBE FROM VOC SCH	809.54	902.50	0.00	1,712.04
20A001 14-- ---- -- ------		809.54	902.50	0.00	1,712.04
20A--- ---- ---- -- ------		7,283,514.28	592,593.33	1,080,154.60	6,795,953.01
20L000 0000 0000 00 000000		0.00	0.00	0.00	0.00
20L000 00-- ---- -- ------		0.00	0.00	0.00	0.00
20L000 4020 0000 00 000000	A/P LIABILITY	-177.86	521,971.14	521,959.14	-165.86
20L000 4030 0000 00 000000	WAGE GARNISHMENT	0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	April 2024-25 Beginning Balance	April 2024-25 Debits	April 2024-25 Credits	Ending Balance
20L000 4040 0000 00 000000	PAYROLL ACCRUAL	0.00	54,172.26	54,172.26	0.00
20L000 40-- ---- -- ------		-177.86	576,143.40	576,131.40	-165.86
20L000 4310 0000 00 000000	O&M LOAN FROM EDUC FUND	0.00	0.00	0.00	0.00
20L000 4330 0000 00 000000	O&M LOAN FROM TRANS FUND	0.00	0.00	0.00	0.00
20L000 43-- ---- -- ------		0.00	0.00	0.00	0.00
20L000 4520 0000 00 000000	FED W/H TAX	0.00	4,081.24	4,081.24	0.00
20L000 4530 0000 00 000000	ILL TAX	0.00	0.00	0.00	0.00
20L000 4540 0000 00 000000	IMRF DEDUCTION	0.00	2,034.92	2,034.92	0.00
20L000 4541 0000 00 000000	IMRF VOLUNTARY	0.00	0.00	0.00	0.00
20L000 4550 0000 00 000000	TAX SHELTERED ANNUITIES	0.00	0.00	0.00	0.00
20L000 4560 0000 00 000000	DISTRICT HEALTH INSURANCE	0.00	7,635.00	7,635.00	0.00
20L000 4561 0000 00 000000	SEC 125 TERM LIFE	0.00	62.50	62.50	0.00
20L000 4562 0000 00 000000	SEC 125 DEP CARE	0.00	0.00	0.00	0.00
20L000 4563 0000 00 000000	SEC 125 MED REIMB	0.00	0.00	0.00	0.00
20L000 4564 0000 00 000000	DISTRICT LIFE INSURANCE	0.00	16.38	16.38	0.00
20L000 4570 0000 00 000000	FICA DEDUCTION	0.00	3,451.52	3,451.52	0.00
20L000 4580 0000 00 000000	MEDICARE DEDUCTION	0.00	0.00	0.00	0.00
20L000 4590 0000 00 000000	UNION DUES CPI FEE	0.00	0.00	0.00	0.00
20L000 45-- ---- -- ------		0.00	17,281.56	17,281.56	0.00
20L000 4700 0000 00 000000	DIRECT DEPOSIT ACCRUAL	0.00	0.00	0.00	0.00
20L000 47-- ---- -- ------		0.00	0.00	0.00	0.00
20L000 4813 0000 00 000000	ILL TAX	0.00	2,112.40	2,112.40	0.00
20L000 4822 0000 00 000000	DISTRICT HEALTH INSURANCE DIR	0.00	799.00	799.00	0.00
20L000 4823 0000 00 000000	DISTRICT DENTAL INSURANCE DIR	0.00	270.00	270.00	0.00
20L000 4828 0000 00 000000	LOCAL 316 UNION DUES	0.00	287.00	287.00	0.00
20L000 48-- ---- -- ------		0.00	3,468.40	3,468.40	0.00
20L030 5990 0000 00 000000	FED ASBESTOS LOAN FOR HS	0.00	0.00	0.00	0.00
20L030 59-- ---- -- ------		0.00	0.00	0.00	0.00
20L--- ---- ---- -- ------		-177.86	596,893.36	596,881.36	-165.86
20Q000 0000 0000 00 000000		0.00	0.00	0.00	0.00
20Q000 00-- ---- -- ------		0.00	0.00	0.00	0.00
20Q000 7030 0000 00 000000	FUND CHANGE	0.00	0.00	0.00	0.00
20Q000 7040 0000 00 000000	O&M FUND BALANCE	-7,283,336.42	589,589.22	102,039.95	-6,795,787.15
20Q000 70-- ---- -- ------		-7,283,336.42	589,589.22	102,039.95	-6,795,787.15
20Q000 7130 0000 00 000000	RESERVE FOR ENCUMBRANCE	0.00	0.00	0.00	0.00
20Q000 71-- ---- -- ------		0.00	0.00	0.00	0.00
20Q000 7300 0000 00 000000	ENCUMBRANCE OFFSET	0.00	157,033.33	157,033.33	0.00
20Q000 73-- ---- -- ------		0.00	157,033.33	157,033.33	0.00
20Q--- ---- ---- -- ------		-7,283,336.42	746,622.55	259,073.28	-6,795,787.15
2----- ---- ---- -- ------		0.00	1,936,109.24	1,936,109.24	0.00
30A000 1010 0000 00 000000	B&I CASH BUSEY	304,260.05	50,702.73	11,415.22	343,547.56
30A000 1020 0000 00 000000	CASH	0.00	0.00	0.00	0.00
30A000 10-- ---- -- ------		304,260.05	50,702.73	11,415.22	343,547.56
30A000 1630 0000 00 000000	ACCOUNTS RECEIVABLE ACCRUAL	0.00	0.00	0.00	0.00
30A000 16-- ---- -- ------		0.00	0.00	0.00	0.00
30A000 1800 0000 00 000000	BOND AND INT INVESTMENT FUND	638,380.01	3,333.15	50,000.00	591,713.16
30A000 18-- ---- -- ------		638,380.01	3,333.15	50,000.00	591,713.16
30A--- ---- ---- -- ------		942,640.06	54,035.88	61,415.22	935,260.72
30L000 4020 0000 00 000000	A/P LIABILITY	0.00	11,415.22	11,415.22	0.00
30L000 4040 0000 00 000000	PAYROLL ACCRUAL	0.00	0.00	0.00	0.00
30L000 40-- ---- -- ------		0.00	11,415.22	11,415.22	0.00
30L000 4700 0000 00 000000	DIRECT DEPOSIT ACCRUAL	0.00	0.00	0.00	0.00
30L000 47-- ---- -- ------		0.00	0.00	0.00	0.00
30L--- ---- ---- -- ------		0.00	11,415.22	11,415.22	0.00
30Q000 7030 0000 00 000000	FUND CHANGE	0.00	0.00	0.00	0.00
30Q000 7040 0000 00 000000	B&I FUND BALANCE	-942,640.06	11,415.22	4,035.88	-935,260.72
30Q000 70-- ---- -- ------		-942,640.06	11,415.22	4,035.88	-935,260.72

FDTLOC FUNC OBJ SJ	Account Level Description	April 2024-25 Beginning Balance	April 2024-25 Debits	April 2024-25 Credits	Ending Balance
30Q000 7130 0000 00 000000	RESERVE FOR ENCUMBRANCE	0.00	0.00	0.00	0.00
30Q000 71-- ---- -- ------		0.00	0.00	0.00	0.00
30Q000 7300 0000 00 000000	ENCUMBRANCE OFFSET	0.00	0.00	0.00	0.00
30Q000 73-- ---- -- ------		0.00	0.00	0.00	0.00
30Q--- ---- ---- -- ------		-942,640.06	11,415.22	4,035.88	-935,260.72
3----- ---- ---- -- ------		0.00	76,866.32	76,866.32	0.00
40A000 1010 0000 00 000000	TRANSP FD CASH - US BANK	588,651.67	1,100,532.15	740,998.71	948,185.11
40A000 1020 0000 00 000000	CASH	0.00	0.00	0.00	0.00
40A000 10-- ---- -- ------		588,651.67	1,100,532.15	740,998.71	948,185.11
40A000 1510 0000 00 000000	TRANSPORTATION LOAN TO ED FUND	0.00	0.00	0.00	0.00
40A000 1520 0000 00 000000	TRANS LOAN TO O&M FUND	0.00	0.00	0.00	0.00
40A000 15-- ---- -- ------		0.00	0.00	0.00	0.00
40A000 1630 0000 00 000000	ACCOUNTS RECEIVABLE ACCRUAL	0.00	0.00	0.00	0.00
40A000 16-- ---- -- ------		0.00	0.00	0.00	0.00
40A000 1800 0000 00 000000	TRANSPOR FUND INVESTMENTS	1,105,569.24	6,263.01	0.00	1,111,832.25
40A000 18-- ---- -- ------		1,105,569.24	6,263.01	0.00	1,111,832.25
40A--- ---- ---- -- ------		1,694,220.91	1,106,795.16	740,998.71	2,060,017.36
40L000 4020 0000 00 000000	A/P LIABILITY	0.00	740,998.71	740,998.71	0.00
40L000 4040 0000 00 000000	PAYROLL ACCRUAL	0.00	0.00	0.00	0.00
40L000 40-- ---- -- ------		0.00	740,998.71	740,998.71	0.00
40L000 4340 0000 00 000000	TRANSP LOAN FROM W/CASH FUND	0.00	0.00	0.00	0.00
40L000 43-- ---- -- ------		0.00	0.00	0.00	0.00
40L000 4700 0000 00 000000	DIRECT DEPOSIT ACCRUAL	0.00	0.00	0.00	0.00
40L000 47-- ---- -- ------		0.00	0.00	0.00	0.00
40L010 4320 0000 00 000000	TRANSP LOAN FROM O&M FUND	0.00	0.00	0.00	0.00
40L010 43-- ---- -- ------		0.00	0.00	0.00	0.00
40L--- ---- ---- -- ------		0.00	740,998.71	740,998.71	0.00
40Q000 7030 0000 00 000000	FUND CHANGE	0.00	0.00	0.00	0.00
40Q000 7040 0000 00 000000	TRANS FUND BALANCE	-1,694,220.91	740,998.71	1,106,795.16	-2,060,017.36
40Q000 70-- ---- -- ------		-1,694,220.91	740,998.71	1,106,795.16	-2,060,017.36
40Q000 7130 0000 00 000000	RESERVE FOR ENCUMBRANCE	0.00	0.00	0.00	0.00
40Q000 71-- ---- -- ------		0.00	0.00	0.00	0.00
40Q000 7300 0000 00 000000	ENCUMBRANCE OFFSET	0.00	0.00	0.00	0.00
40Q000 73-- ---- -- ------		0.00	0.00	0.00	0.00
40Q--- ---- ---- -- ------		-1,694,220.91	740,998.71	1,106,795.16	-2,060,017.36
4----- ---- ---- -- ------		0.00	2,588,792.58	2,588,792.58	0.00
50A000 1010 0000 00 000000	IMRF FUND CASH, BUSEY	409,723.91	201,624.43	168,010.33	443,338.01
50A000 1020 0000 00 000000	CASH	0.00	0.00	0.00	0.00
50A000 10-- ---- -- ------		409,723.91	201,624.43	168,010.33	443,338.01
50A000 1630 0000 00 000000	ACCOUNTS RECEIVABLE ACCRUAL	0.00	0.00	0.00	0.00
50A000 16-- ---- -- ------		0.00	0.00	0.00	0.00
50A000 1800 0000 00 000000	IMRF INVESTMENTS	3,770,062.28	20,224.27	200,000.00	3,590,286.55
50A000 18-- ---- -- ------		3,770,062.28	20,224.27	200,000.00	3,590,286.55
50A--- ---- ---- -- ------		4,179,786.19	221,848.70	368,010.33	4,033,624.56
50L000 0000 0000 00 000000		0.00	0.00	0.00	0.00
50L000 00-- ---- -- ------		0.00	0.00	0.00	0.00
50L000 4020 0000 00 000000	A/P LIABILITY	0.00	0.00	0.00	0.00
50L000 4040 0000 00 000000	PAYROLL ACCRUAL	0.00	171,427.33	171,427.33	0.00
50L000 40-- ---- -- ------		0.00	171,427.33	171,427.33	0.00
50L000 4340 0000 00 000000	IMRF LOAN FROM W/CASH	0.00	0.00	0.00	0.00
50L000 43-- ---- -- ------		0.00	0.00	0.00	0.00
50L000 4540 0000 00 000000	IMRF BP	0.00	57,891.68	57,891.68	0.00
50L000 4570 0000 00 000000	FICA BP	0.00	0.00	0.00	0.00
50L000 4580 0000 00 000000	MEDICARE BP	0.00	0.00	0.00	0.00
50L000 45-- ---- -- ------		0.00	57,891.68	57,891.68	0.00
50L000 4700 0000 00 000000	DIRECT DEPOSIT ACCRUAL	0.00	0.00	0.00	0.00
50L000 47-- ---- -- ------		0.00	0.00	0.00	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	April 2024-25 Beginning Balance	April 2024-25 Debits	April 2024-25 Credits	Ending Balance
50L000 4810 0000 00 000000	FICA & MEDICARE	0.00	110,824.46	110,824.46	0.00
50L000 48-- ---- -- ------		0.00	110,824.46	110,824.46	0.00
50L--- ---- ---- -- ------		0.00	340,143.47	340,143.47	0.00
50Q000 0000 0000 00 000000		0.00	0.00	0.00	0.00
50Q000 00-- ---- -- ------		0.00	0.00	0.00	0.00
50Q000 7030 0000 00 000000	FUND CHANGE	0.00	0.00	0.00	0.00
50Q000 7040 0000 00 000000	IMRF FUND BALANCE	-4,179,786.19	169,360.04	23,198.41	-4,033,624.56
50Q000 70-- ---- -- ------		-4,179,786.19	169,360.04	23,198.41	-4,033,624.56
50Q000 7130 0000 00 000000	RESERVE FOR ENCUMBRANCE	0.00	0.00	0.00	0.00
50Q000 71-- ---- -- ------		0.00	0.00	0.00	0.00
50Q000 7300 0000 00 000000	ENCUMBRANCE OFFSET	0.00	0.00	0.00	0.00
50Q000 73-- ---- -- ------		0.00	0.00	0.00	0.00
50Q--- ---- ---- -- ------		-4,179,786.19	169,360.04	23,198.41	-4,033,624.56
5----- ---- ---- -- ------		0.00	731,352.21	731,352.21	0.00
60A000 1010 0000 00 000000	CASH BUSEY	1,761,207.81	95,889.55	60,169.63	1,796,927.73
60A000 1020 0000 00 000000	CASH	0.00	0.00	0.00	0.00
60A000 10-- ---- -- ------		1,761,207.81	95,889.55	60,169.63	1,796,927.73
60A000 1630 0000 00 000000	ACCOUNTS RECEIVABLE ACCRUAL	0.00	0.00	0.00	0.00
60A000 16-- ---- -- ------		0.00	0.00	0.00	0.00
60A000 1800 0000 00 000000	CAPITAL PROJECTS INVESTMENTS	121,008.44	26,626.01	0.00	147,634.45
60A000 1801 0000 00 000000	INVESTMENT (CBD GRANT)	48,695.54	0.00	0.00	48,695.54
60A000 1802 0000 00 000000	INVESTMENT-DEBT CERTIFICATES	0.00	0.00	0.00	0.00
60A000 1803 0000 00 000000	CAPITAL PROJECTS-PMA SUB ACCT	4,514,692.79	15,723.64	0.00	4,530,416.43
60A000 18-- ---- -- ------		4,684,396.77	42,349.65	0.00	4,726,746.42
60A--- ---- ---- -- ------		6,445,604.58	138,239.20	60,169.63	6,523,674.15
60L000 4020 0000 00 000000	A/P LIABILITY	0.00	60,169.63	60,169.63	0.00
60L000 4040 0000 00 000000	PAYROLL ACCRUAL	0.00	0.00	0.00	0.00
60L000 40-- ---- -- ------		0.00	60,169.63	60,169.63	0.00
60L000 4700 0000 00 000000	DIRECT DEPOSIT ACCRUAL	0.00	0.00	0.00	0.00
60L000 47-- ---- -- ------		0.00	0.00	0.00	0.00
60L--- ---- ---- -- ------		0.00	60,169.63	60,169.63	0.00
60Q000 7030 0000 00 000000	FUND CHANGE	0.00	0.00	0.00	0.00
60Q000 7040 0000 00 000000	SITE/CONST. FUND BALANCE	-6,445,604.58	60,169.63	138,239.20	-6,523,674.15
60Q000 70-- ---- -- ------		-6,445,604.58	60,169.63	138,239.20	-6,523,674.15
60Q000 7130 0000 00 000000	RESERVE FOR ENCUMBRANCE	0.00	0.00	0.00	0.00
60Q000 71-- ---- -- ------		0.00	0.00	0.00	0.00
60Q000 7300 0000 00 000000	ENCUMBRANCE OFFSET	0.00	0.00	0.00	0.00
60Q000 73-- ---- -- ------		0.00	0.00	0.00	0.00
60Q--- ---- ---- -- ------		-6,445,604.58	60,169.63	138,239.20	-6,523,674.15
6----- ---- ---- -- ------		0.00	258,578.46	258,578.46	0.00
70A000 1010 0000 00 000000	WORKING CASH FUND BUSEY	482,043.35	988.05	0.00	483,031.40
70A000 1020 0000 00 000000	CASH	0.00	0.00	0.00	0.00
70A000 10-- ---- -- ------		482,043.35	988.05	0.00	483,031.40
70A000 1630 0000 00 000000	ACCOUNTS RECEIVABLE ACCRUAL	0.00	0.00	0.00	0.00
70A000 16-- ---- -- ------		0.00	0.00	0.00	0.00
70A000 1800 0000 00 000000	WORKING CASH INVESTMENTS	10,784,559.19	61,842.83	0.00	10,846,402.02
70A000 18-- ---- -- ------		10,784,559.19	61,842.83	0.00	10,846,402.02
70A--- ---- ---- -- ------		11,266,602.54	62,830.88	0.00	11,329,433.42
70L000 4020 0000 00 000000	A/P LIABILITY	0.00	0.00	0.00	0.00
70L000 4040 0000 00 000000	PAYROLL ACCRUAL	0.00	0.00	0.00	0.00
70L000 40-- ---- -- ------		0.00	0.00	0.00	0.00
70L000 4700 0000 00 000000	DIRECT DEPOSIT ACCRUAL	0.00	0.00	0.00	0.00
70L000 47-- ---- -- ------		0.00	0.00	0.00	0.00
70L--- ---- ---- -- ------		0.00	0.00	0.00	0.00
70Q000 7030 0000 00 000000	FUND CHANGE	0.00	0.00	0.00	0.00
70Q000 7040 0000 00 000000	WKG CASH FUND BALANCE	-11,266,602.54	0.00	62,830.88	-11,329,433.42
70Q000 70-- ---- -- ------		-11,266,602.54	0.00	62,830.88	-11,329,433.42

FDTLOC FUNC OBJ SJ	Account Level Description	April 2024-25 Beginning Balance	April 2024-25 Debits	April 2024-25 Credits	Ending Balance
70Q000 7130 0000 00 000000	RESERVE FOR ENCUMBRANCE	0.00	0.00	0.00	0.00
70Q000 71-- ---- -- ------		0.00	0.00	0.00	0.00
70Q000 7300 0000 00 000000	ENCUMBRANCE OFFSET	0.00	0.00	0.00	0.00
70Q000 73-- ---- -- ------		0.00	0.00	0.00	0.00
70Q--- ---- ---- -- ------		-11,266,602.54	0.00	62,830.88	-11,329,433.42
7----- ---- ---- -- ------		0.00	62,830.88	62,830.88	0.00
80A000 1010 0000 00 000000	Cash Tort BUSEY	281,141.09	260,899.33	94,520.59	447,519.83
80A000 1020 0000 00 000000	CASH	0.00	0.00	0.00	0.00
80A000 10-- ---- -- ------		281,141.09	260,899.33	94,520.59	447,519.83
80A000 1630 0000 00 000000	ACCOUNTS RECEIVABLE ACCRUAL	0.00	0.00	0.00	0.00
80A000 16-- ---- -- ------		0.00	0.00	0.00	0.00
80A000 1800 0000 00 000000	TORT INVESTMENTS	3,606,091.89	19,012.13	250,000.00	3,375,104.02
80A000 18-- ---- -- ------		3,606,091.89	19,012.13	250,000.00	3,375,104.02
80A010 1800 0000 00 000000	TORT INVESTMENTS	0.00	0.00	0.00	0.00
80A010 18-- ---- -- ------		0.00	0.00	0.00	0.00
80A--- ---- ---- -- ------		3,887,232.98	279,911.46	344,520.59	3,822,623.85
80L000 0000 0000 00 000000		0.00	0.00	0.00	0.00
80L000 00-- ---- -- ------		0.00	0.00	0.00	0.00
80L000 4020 0000 00 000000	A/P LIABILITY	0.00	53,621.94	53,621.94	0.00
80L000 4040 0000 00 000000	PAYROLL ACCRUAL	0.00	34,087.92	34,087.92	0.00
80L000 40-- ---- -- ------		0.00	87,709.86	87,709.86	0.00
80L000 4510 0000 00 000000	THIS BP Administrator	0.00	0.00	0.00	0.00
80L000 4511 0000 00 000000		0.00	6.78	6.78	0.00
80L000 4512 0000 00 000000	TRS EMPLOYER BENEFIT	0.00	130.59	130.59	0.00
80L000 4520 0000 00 000000	FED W/H TAX	0.00	3,260.67	3,260.67	0.00
80L000 4540 0000 00 000000	IMRF DEDUCTION	0.00	398.26	398.26	0.00
80L000 4550 0000 00 000000	TSA AXA EQUITALBE ROTH (455ELR	0.00	739.84	739.84	0.00
80L000 4560 0000 00 000000	ADDITIONAL LIFE INS	0.00	2,225.64	2,225.64	0.00
80L000 4561 0000 00 000000	SEC 125 TERM LIFE	0.00	51.56	51.56	0.00
80L000 4563 0000 00 000000	SEC 125 MED REIMB	0.00	172.06	172.06	0.00
80L000 4564 0000 00 000000	DISTRICT LIFE INSURANCE	0.00	7.30	7.30	0.00
80L000 4570 0000 00 000000	FICA MEDICARE DEDUCTION	0.00	933.48	933.48	0.00
80L000 4590 0000 00 000000	DIVERSITY & EQUITY SCHOLARSHIP	0.00	0.00	0.00	0.00
80L000 45-- ---- -- ------		0.00	7,926.18	7,926.18	0.00
80L000 4610 0000 00 000000	TRS THIS	0.00	2,163.47	2,163.47	0.00
80L000 46-- ---- -- ------		0.00	2,163.47	2,163.47	0.00
80L000 4700 0000 00 000000	DIRECT DEPOSIT ACCRUAL	0.00	0.00	0.00	0.00
80L000 47-- ---- -- ------		0.00	0.00	0.00	0.00
80L000 4810 0000 00 000000	DIVERSITY & EQUITY	0.00	9.65	9.65	0.00
80L000 4813 0000 00 000000	ILL TAX	0.00	1,351.56	1,351.56	0.00
80L000 4815 0000 00 000000	THIS BENEFIT	0.00	151.09	151.09	0.00
80L000 4822 0000 00 000000	DISTRICT HEALTH INSURANCE	0.00	916.44	916.44	0.00
80L000 4823 0000 00 000000	DISTRICT DENTAL INSURANCE	0.00	113.16	113.16	0.00
80L000 4831 0000 00 000000		0.00	66.51	66.51	0.00
80L000 48-- ---- -- ------		0.00	2,608.41	2,608.41	0.00
80L000 4913 0000 00 000000		0.00	0.00	0.00	0.00
80L000 49-- ---- -- ------		0.00	0.00	0.00	0.00
80L--- ---- ---- -- ------		0.00	100,407.92	100,407.92	0.00
80Q000 0000 0000 00 000000		0.00	0.00	0.00	0.00
80Q000 00-- ---- -- ------		0.00	0.00	0.00	0.00
80Q000 7030 0000 00 000000	FUND CHANGE	0.00	0.00	0.00	0.00
80Q000 7040 0000 00 000000	TORT FUND BALANCE	-3,887,232.98	84,536.67	19,927.54	-3,822,623.85
80Q000 70-- ---- -- ------		-3,887,232.98	84,536.67	19,927.54	-3,822,623.85
80Q000 7130 0000 00 000000	RESERVE FOR ENCUMBRANCE	0.00	0.00	0.00	0.00
80Q000 71-- ---- -- ------		0.00	0.00	0.00	0.00
80Q000 7300 0000 00 000000	ENCUMBRANCE OFFSET	0.00	16,425.04	16,425.04	0.00
80Q000 73-- ---- -- ------		0.00	16,425.04	16,425.04	0.00

FDTLOC FUNC OBJ SJ	Account Level Description	April 2024-25 Beginning Balance	April 2024-25 Debits	April 2024-25 Credits	Ending Balance
80Q--- ---- ---- -- ------		-3,887,232.98	100,961.71	36,352.58	-3,822,623.85
8----- ---- ---- -- ------		0.00	481,281.09	481,281.09	0.00
90A000 1010 0000 00 000000	FP&S FUND CASH, BUSEY	88,606.31	179.34	1,110.00	87,675.65
90A000 1020 0000 00 000000	CASH	0.00	0.00	0.00	0.00
90A000 10-- ---- -- ------		88,606.31	179.34	1,110.00	87,675.65
90A000 1630 0000 00 000000	ACCOUNTS RECEIVABLE ACCRUAL	0.00	0.00	0.00	0.00
90A000 16-- ---- -- ------		0.00	0.00	0.00	0.00
90A000 1800 0000 00 000000	HLS INVESTMENTS	1,311,117.43	7,427.43	0.00	1,318,544.86
90A000 18-- ---- -- ------		1,311,117.43	7,427.43	0.00	1,318,544.86
90A--- ---- ---- -- ------		1,399,723.74	7,606.77	1,110.00	1,406,220.51
90L000 4020 0000 00 000000	A/P LIABILITY	0.00	1,110.00	1,110.00	0.00
90L000 4040 0000 00 000000	PAYROLL ACCRUAL	0.00	0.00	0.00	0.00
90L000 40-- ---- -- ------		0.00	1,110.00	1,110.00	0.00
90L000 4700 0000 00 000000	DIRECT DEPOSIT ACCRUAL	0.00	0.00	0.00	0.00
90L000 47-- ---- -- ------		0.00	0.00	0.00	0.00
90L--- ---- ---- -- ------		0.00	1,110.00	1,110.00	0.00
90Q000 7030 0000 00 000000	FUND CHANGE	0.00	0.00	0.00	0.00
90Q000 7040 0000 00 000000	FP&S FUND BALANCE	-1,399,723.74	1,110.00	7,606.77	-1,406,220.51
90Q000 70-- ---- -- ------		-1,399,723.74	1,110.00	7,606.77	-1,406,220.51
90Q000 7130 0000 00 000000	RESERVE FOR ENCUMBRANCE	0.00	0.00	0.00	0.00
90Q000 71-- ---- -- ------		0.00	0.00	0.00	0.00
90Q000 7300 0000 00 000000	ENCUMBRANCE OFFSET	0.00	0.00	0.00	0.00
90Q000 73-- ---- -- ------		0.00	0.00	0.00	0.00
90Q--- ---- ---- -- ------		-1,399,723.74	1,110.00	7,606.77	-1,406,220.51
9----- ---- ---- -- ------		0.00	9,826.77	9,826.77	0.00
Grand Asset Totals		73,747,571.53	13,552,695.71	14,736,216.71	72,564,050.53
Grand Liability Totals		-780,968.34	10,466,598.14	10,512,769.95	-827,140.15
Grand Equity Totals		-72,966,603.19	8,013,114.57	6,783,421.76	-71,736,910.38
Grand Totals		0.00	32,032,408.42	32,032,408.42	0.00

Number of Accounts: 220

********** End of report **********

Collinsville Area Vocational Center

Fund Balance Report

April 30, 2025

Fund	Description	Month to Date Expense	Month to Date Income	Year to Date Expense	Year to Date Income	Fund Balance YTD Change	Fund Balance Start of Year	Fund Balance Current
10	Education Fund	$ 147,463.92	$ 783.65	$ 1,349,532.29	$ 1,475,870.60	$ 126,338.31	$ 538,617.43	$ 664,955.74
20	Oper, Build, & Maint Fund	3,857.03	-	26,825.81	41,772.50	14,946.69	-	14,946.69
40	Transportation Fund	3,306.88	-	16,947.76	29,837.50	12,889.74	-	12,889.74
		$ 154,627.83	**$ 783.65**	**$ 1,393,305.86**	**$ 1,547,480.60**	**$ 154,174.74**	**$ 538,617.43**	**$ 692,792.17**

FDT	FUNC	Account Level Description	April 2024-25 Beginning Balance	April 2024-25 Debits	April 2024-25 Credits	Ending Balance
10A000	1010 0000 00 000000	CASH FCB - CHECKING 7903	767,714.13	43,893.84	190,643.01	620,964.96
10A000	1010 0000 01 000000	ACTIVITY FUNDS	105,891.21	293.52	0.00	106,184.73
10A000	1020 0000 00 000000	CASH FCB-SAVINGS 7904	43,901.88	68.90	0.00	43,970.78
10A000	10-- ---- -- ------		917,507.22	44,256.26	190,643.01	771,120.47
10A---	---- ---- -- ------		917,507.22	44,256.26	190,643.01	771,120.47
10L000	0000 0000 00 000000		0.00	0.00	0.00	0.00
10L000	00-- ---- -- ------		0.00	0.00	0.00	0.00
10L000	1630 0000 00 000000		0.00	0.00	0.00	0.00
10L000	16-- ---- -- ------		0.00	0.00	0.00	0.00
10L000	4000 0000 00 000000	ACTIVITY ACCT TRUST & AGENCY	-105,891.21	0.00	293.52	-106,184.73
10L000	4020 0000 00 000000	A/P LIABILITY	0.00	91,844.33	91,844.33	0.00
10L000	4030 0000 00 000000	WAGE GARNISHMENT	0.00	0.00	0.00	0.00
10L000	4040 0000 00 000000	DUE TO UNIT	0.00	117,599.57	117,599.57	0.00
10L000	40-- ---- -- ------		-105,891.21	209,443.90	209,737.42	-106,184.73
10L000	4509 0000 00 000000	T.H.I.S	0.00	734.04	734.04	0.00
10L000	4510 0000 00 000000	EMPLOYER THIS	0.00	680.03	680.03	0.00
10L000	4511 0000 00 000000	TRS	0.00	8,106.04	8,106.04	0.00
10L000	4512 0000 00 000000	EMPLOYER ETR	0.00	522.40	522.40	0.00
10L000	4513 0000 00 000000	SSP TRS	0.00	404.30	404.30	0.00
10L000	4515 0000 00 000000	TRS FEDERAL	0.00	0.00	0.00	0.00
10L000	4520 0000 00 000000	FEDERAL TAX	0.00	6,670.07	6,670.07	0.00
10L000	4530 0000 00 000000	STATE TAX	0.00	4,052.16	4,052.16	0.00
10L000	4540 0000 00 000000	IMRF (DED & BEN)	0.00	958.87	958.87	0.00
10L000	4541 0000 00 000000		0.00	0.00	0.00	0.00
10L000	4550 0000 00 000000	TSA PUTNAM	0.00	900.00	900.00	0.00
10L000	4560 0000 00 000000	HEALTH FAMILY-TAX SHELTERED	0.00	16,994.00	16,994.00	0.00
10L000	4561 0000 00 000000	DENTAL FAMILY - NON SHELTERED	0.00	542.00	542.00	0.00
10L000	4563 0000 00 000000		0.00	266.66	266.66	0.00
10L000	4564 0000 00 000000	LIFE INSURANCE	0.00	25.48	25.48	0.00
10L000	4565 0000 00 000000	SEC 125 DEFERRALS	20.00	115.76	115.76	20.00
10L000	4570 0000 00 000000	FICA	0.00	1,036.60	1,036.60	0.00
10L000	4580 0000 00 000000	MEDICARE	0.00	2,751.36	2,751.36	0.00
10L000	4590 0000 00 000000	CEA DUES	0.00	1,402.44	1,402.44	0.00
10L000	4595 0000 00 000000	SIMON RUSSELL	0.00	0.00	0.00	0.00
10L000	45-- ---- -- ------		20.00	46,162.21	46,162.21	20.00
10L000	4700 0000 00 000000		0.00	0.00	0.00	0.00
10L000	47-- ---- -- ------		0.00	0.00	0.00	0.00
10L000	4810 0000 00 000000		0.00	10.00	10.00	0.00
10L000	4815 0000 00 000000		0.00	0.00	0.00	0.00
10L000	4822 0000 00 000000		0.00	0.00	0.00	0.00
10L000	4823 0000 00 000000		0.00	0.00	0.00	0.00
10L000	4828 0000 00 000000	UNION DUES - SECRETARIES	0.00	41.00	41.00	0.00
10L000	4829 0000 00 000000		0.00	0.00	0.00	0.00
10L000	4830 0000 00 000000		0.00	0.00	0.00	0.00
10L000	4831 0000 00 000000		0.00	0.00	0.00	0.00
10L000	48-- ---- -- ------		0.00	51.00	51.00	0.00
10L000	4913 0000 00 000000		0.00	0.00	0.00	0.00
10L000	49-- ---- -- ------		0.00	0.00	0.00	0.00
10L---	---- ---- -- ------		-105,871.21	255,657.11	255,950.63	-106,164.73
10Q000	7030 0000 00 000000	FUND NET CHANGE	0.00	0.00	0.00	0.00
10Q000	7040 0000 00 000000	FUND BALANCE	-811,636.01	174,088.73	27,408.46	-664,955.74
10Q000	70-- ---- -- ------		-811,636.01	174,088.73	27,408.46	-664,955.74
10Q000	7130 0000 00 000000		0.00	0.00	0.00	0.00
10Q000	71-- ---- -- ------		0.00	0.00	0.00	0.00
10Q000	7300 0000 00 000000		0.00	2,355.14	2,355.14	0.00
10Q000	73-- ---- -- ------		0.00	2,355.14	2,355.14	0.00
10Q---	---- ---- -- ------		-811,636.01	176,443.87	29,763.60	-664,955.74

FDT FUNC	Account Level Description	April 2024-25 Beginning Balance	April 2024-25 Debits	April 2024-25 Credits	Ending Balance
1----- ---- ---- -- ------		0.00	476,357.24	476,357.24	0.00
20A000 1010 0000 00 000000		18,803.72	3.51	3,860.54	14,946.69
20A000 1020 0000 00 000000		0.00	0.00	0.00	0.00
20A000 10-- ---- -- ------		18,803.72	3.51	3,860.54	14,946.69
20A--- ---- ---- -- ------		18,803.72	3.51	3,860.54	14,946.69
20L000 4020 0000 00 000000		0.00	3,835.54	3,835.54	0.00
20L000 4040 0000 00 000000		0.00	25.35	25.35	0.00
20L000 40-- ---- -- ------		0.00	3,860.89	3,860.89	0.00
20L000 4510 0000 00 000000		0.00	0.00	0.00	0.00
20L000 4511 0000 00 000000		0.00	0.00	0.00	0.00
20L000 4512 0000 00 000000		0.00	0.00	0.00	0.00
20L000 4520 0000 00 000000		0.00	2.07	2.07	0.00
20L000 4530 0000 00 000000		0.00	1.09	1.09	0.00
20L000 4580 0000 00 000000		0.00	0.70	0.70	0.00
20L000 45-- ---- -- ------		0.00	3.86	3.86	0.00
20L000 4700 0000 00 000000		0.00	0.00	0.00	0.00
20L000 47-- ---- -- ------		0.00	0.00	0.00	0.00
20L--- ---- ---- -- ------		0.00	3,864.75	3,864.75	0.00
20Q000 7040 0000 00 000000		-18,803.72	3,857.03	0.00	-14,946.69
20Q000 70-- ---- -- ------		-18,803.72	3,857.03	0.00	-14,946.69
20Q000 7300 0000 00 000000		0.00	0.00	0.00	0.00
20Q000 73-- ---- -- ------		0.00	0.00	0.00	0.00
20Q--- ---- ---- -- ------		-18,803.72	3,857.03	0.00	-14,946.69
2----- ---- ---- -- ------		0.00	7,725.29	7,725.29	0.00
40A000 1010 0000 00 000000		16,196.62	0.00	3,306.88	12,889.74
40A000 1020 0000 00 000000		0.00	0.00	0.00	0.00
40A000 10-- ---- -- ------		16,196.62	0.00	3,306.88	12,889.74
40A--- ---- ---- -- ------		16,196.62	0.00	3,306.88	12,889.74
40L000 4020 0000 00 000000		0.00	3,306.88	3,306.88	0.00
40L000 40-- ---- -- ------		0.00	3,306.88	3,306.88	0.00
40L000 4700 0000 00 000000		0.00	0.00	0.00	0.00
40L000 47-- ---- -- ------		0.00	0.00	0.00	0.00
40L--- ---- ---- -- ------		0.00	3,306.88	3,306.88	0.00
40Q000 7040 0000 00 000000		-16,196.62	3,306.88	0.00	-12,889.74
40Q000 70-- ---- -- ------		-16,196.62	3,306.88	0.00	-12,889.74
40Q000 7300 0000 00 000000		0.00	0.00	0.00	0.00
40Q000 73-- ---- -- ------		0.00	0.00	0.00	0.00
40Q--- ---- ---- -- ------		-16,196.62	3,306.88	0.00	-12,889.74
4----- ---- ---- -- ------		0.00	6,613.76	6,613.76	0.00
Grand Asset Totals		952,507.56	44,259.77	197,810.43	798,956.90
Grand Liability Totals		-105,871.21	262,828.74	263,122.26	-106,164.73
Grand Equity Totals		-846,636.35	183,607.78	29,763.60	-692,792.17
Grand Totals		0.00	490,696.29	490,696.29	0.00

Number of Accounts: 62

********** End of report **********

11. **Unfinished Business**

11.1. Approval of 2025-2026 School Year Collinsville Community Unit School District No. 10 Student and Parent Handbook

STUDENT AND PARENT HANDBOOK

Collinsville CUSD 10

Grades K - 12

2025-2026

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT 10 STUDENT AND PARENT HANDBOOK

The Collinsville CUSD10 Student and Parent Handbook is published for the students and parents of Collinsville Community Unit School District No. 10.. It is intended to provide information that will be helpful in the pursuit of educational goals and general adjustment to the policies and procedures of the Unit 10 School District. This handbook does not equate to an irrevocable contract between students, parents and staff members of Collinsville Unit School District 10.. It is however, a reflection of the rules and policies established by the Board of Education in order to guarantee a safe environment for all students, faculty and staff.

Collinsville Unit School District Number Ten (10) is governed by Board policies. Board action may change the current policies at any time during the year without notice, therefore, changing the provisions listed in this handbook. A complete copy of the updated Board policy is available on our District website at: www.kahoks.org. *Should you or your child have any questions about this handbook, please contact your child's school.*

Collinsville Community Unit School District 10

201 West Clay Street • Collinsville, IL 62234 • 618-346-6350 • *fax* 618-343-3673

COLLINSVILLE UNIT SCHOOL DISTRICT
BOARD OF EDUCATION

Mr. Gary Peccola *President*	Mrs. Jane Soehlke *Vice President*	Dr. Dennis Craft *Treasurer*	Mrs. Vicki Reulecke *Secretary*
Ms. Lori Billy	Mrs. Jennifer Hasamear	Ms. Michele Stutts	

August 2025

Dear Parents and Students:

WELCOME TO COLLINSVILLE CUSD10 AND THE START OF A NEW SCHOOL YEAR!

Get ready for the most exciting year of your life!

As your Superintendent, I would like to welcome you back to Unit 10 or to welcome you for the first time to our schools. The faculty, staff and administrators are all committed to providing the best possible experiences for you in all facets of school life. The Unit 10 School District is the place to experience a wide variety of academic, athletic, and extracurricular opportunities. A student who actively participates in all walks of school life will find his/her experience rewarding. The more a student puts into the experience, the more future success the student will have.

The Collinsville Unit 10 School District has a tradition of excellent academic and extracurricular accomplishments. We expect you to meet the goals, which have been set: to carry on the **Kahok** tradition, and to make our learning institution a better place. Welcome to Collinsville Unit 10!

I look forward to seeing you on the campuses of our schools. If I may be of assistance to you or your family, please feel free to contact me. Your friend in education,

Dr. Brad Skertich

Superintendent, Collinsville CUSD10

CUSD10 CENTRAL OFFICE ADMINISTRATION	
Dr. Brad Skertich, Superintendent of Schools	
Mr. Bradley Hyre, Assistant Superintendent - Student Services	Mrs. Jamie Hadjan, Chief School Business Official
Mrs. LaToya Coleman, Director of Curriculum	Mr. Kevin Robinson, Director of Human Resources
Mrs. Kimberly Collins, Director of Communications	Mr. Derek Turner, Director of Technology
Mr. Josh DeWitte, Director of Building and Grounds	Mrs. Ali Underwood, Director of Special Education

COLLINSVILLE UNIT 10 SCHOOLS – ELEMENTARY (GRADES K-4)

CASEYVILLE ELEMENTARY SCHOOL 433 South Second Street Caseyville, IL 62232 618-346-6205 Principal: Mrs. Chelsea Clark	JOHN A RENFRO ELEMENTARY SCHOOL 311 Camelot Drive Collinsville, IL 62234 618-346-6266 Principal: Dr. Laura Bauer Assistant Principal: Mrs. Valerie Burgess
HOLLYWOOD HEIGHTS SCHOOL 6 South Oakland Caseyville, IL 62232 618-343-2740 Principal: Mrs. Tara Glynn	SUMMIT ELEMENTARY SCHOOL 408 Willoughby Collinsville, IL 62234 618-346-6221 Principal: Mrs. Stephanie Pulse
KREITNER ELEMENTARY SCHOOL 9000 College Collinsville, IL 62234 618-346-6213 Principal: Dr. Kari Daugherty	TWIN ECHO ELEMENTARY SCHOOL 1937 S. Morrison Collinsville, IL 62234 618-346-6228 Principal: Dr. Julie Haake
MARYVILLE ELEMENTARY SCHOOL 6900 W. Main street Maryville, IL 62062 618-346-6261 Principal: Dr. Charity Eugea	WEBSTER ELEMENTARY SCHOOL 108 W Church Street Collinsville, IL 62234 618-346-6301 Principal: Mrs. Alison Schumacher

COLLINSVILLE UNIT 10 SCHOOLS – GRADES 5-12

DORRIS INTERMEDIATE SCHOOL 1841 Vandalia Street Collinsville, IL 62234 618-346-6311 Principal: Mr. Kevin Stirnaman Assistant Principal: Ms. Sara Soehlke Assistant Principal: Ms. Leah Davis	COLLINSVILLE HIGH SCHOOL 2201 South Morrison Avenue Collinsville, IL 62234 618-346-6320 Principal: Mr. Robert Wright Assistant Principal: Mr. Bryan Dunn Assistant Principal: Ms. Charlotte Fisher Assistant Principal: Mr. Doug Kirk Assistant Principal: Mrs. Jennifer Root-Smith Assistant Principal: Mr. Philip Carter Asst. Principal/Athletic Director: Mr. Clay Smith Asst. Principal/CAVC Director: Mr. Joe McGinnis
COLLINSVILLE MIDDLE SCHOOL 9649 Collinsville Road Collinsville, IL 62234 618-343-2100 Principal: Mr. Brad Snow Assistant Principal: Mrs. Ukyah Wilburn Assistant Principal: Mr. Kevin Moore Assistant Principal: Mrs. Easter Shaw	

CUSD10 GENERAL INFORMATION

ACADEMIC CREDIT (COLLINSVILLE HIGH SCHOOL)

Students may only earn academic credit by successfully completing course work while enrolled at Collinsville High School. Students who drop out before the end of the semester will not receive academic credit. Students who are expelled before the end of the semester may not receive academic credit for classes that were not completed prior to the expulsion.

ACADEMIC ETHICS

During the school year, student learning will be measured by a variety of assessments. The grades received for these efforts should inform students how much has been learned from the course. Academic dishonesty is considered a serious academic offense and will not be tolerated. Academic dishonesty includes, but is not limited to plagiarism, cheating or copying of another's assignments, unauthorized communication during an assessment/exam, altering report cards, and wrongfully obtaining test copies or scores. Cheating and plagiarism is dishonest, degrades character and reputation and impedes individual learning. Cheating includes (but is not limited to): using, submitting, or attempting to obtain data or answers dishonestly, by deceit, or by means other than those authorized by the teacher. Plagiarism includes (but is not limited to): the intentional or unintentional use of ideas or work from another writer, speaker or artist without giving proper credit. Academic dishonesty will be dealt with on an individual basis depending on the severity of the offense and may include: a zero on the academic assignment/evaluation and disciplinary action for academic dishonesty.

"Artificial intelligence" or "AI" is intelligence demonstrated by computers, as opposed to human intelligence. "Intelligence" encompasses the ability to learn, reason, generalize, and infer meaning. Examples of AI technology include ChatGPT, other chatbots and large language models and Meta AI Smart Glasses. AI is not a substitute for schoolwork that requires original thought. Students may not claim AI generated content as their own work. The use of AI to take tests, complete assignments, create multimedia projects, write papers, or complete schoolwork without permission of a teacher or administrator is strictly prohibited. The use of AI for these purposes constitutes cheating or plagiarism. In certain situations, AI may be used as a learning tool or a study aid. Students who wish to use AI for legitimate educational purposes must have permission from a teacher or an administrator. Students may use AI as authorized in their Individualized Education Program (IEP). Students may not use AI, including AI image or voice generator technology, to violate school rules or school district policies. In order to ensure academic integrity, tests, assignments, projects, papers, and other schoolwork may be checked by AI content detectors and/or plagiarism recognition software.

ACCREDITATION (COLLINSVILLE HIGH SCHOOL)

Collinsville High School is a fully accredited, approved and recognized four-year comprehensive secondary school. CHS is approved by the Illinois Office of Education and the Office of Educational Services Region IV, and is recognized by public and private colleges, universities, and technical training schools. All Collinsville Community Unit 10 Board Policies are available on the District web page (www.kahoks.org).

ACCELERATED PLACEMENT PROGRAM

The District provides an Accelerated Placement Program (APP). The APP advances the District's goal of providing educational programs with opportunities for each student to develop to his or her maximum potential. The APP provides an educational setting with curriculum options usually reserved for students who are older or in higher grades than the student participating in the APP. APP options include, but may not be limited to: (a) accelerating a student in a single subject; (b) other grade-level acceleration; and (c) early entrance to kindergarten or first grade. Participation in the APP is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted and talented. Eligibility to participate in the District's APP shall not be conditioned upon the protected classifications identified in Board policy 7:10, Equal Educational Opportunities, or any factor other than the student's identification as an accelerated learner.

ACCESS TO NON-SCHOOL SPONSORED PUBLICATIONS

Non-School Sponsored Publications Accessed or Distributed On Campus

Creating, distributing, and/or accessing non-school sponsored publications shall occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution or the publication is endorsed by the School District.

Students are prohibited from creating, distributing, and/or accessing at school any publication that: 1) Will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities; 2) Violates the rights of others, including but not limited to material that is libelous, slanderous or obscene, invades the privacy of others, or infringes on a copyright; 3) Is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, contains indecent and vulgar language, or *sexting* as defined by School Board policy and the Student Handbook; 4) Is reasonably viewed as promoting illegal drug use; 5) Is distributed in

kindergarten through eighth grade and is primarily prepared by non-students, unless it is being used for school purposes; or 6) Incites students to violate any Board policies. Accessing or distributing *on-campus* includes accessing or distributing on school property or at school-related activities. A student engages in gross disobedience and misconduct and may be disciplined for: (1) accessing or distributing forbidden material, or (2) for writing, creating, or publishing such material intending for it to be accessed or distributed at school.

Non-School Sponsored Publications Accessed or Distributed Off-Campus

A student engages in gross disobedience and misconduct and may be disciplined for creating and/or distributing a publication that: (1) causes a substantial disruption or a foreseeable risk of a substantial disruption to school operations, or (2) interferes with the rights of other students or staff members.

ADMISSION

All students must register for school each year on the dates and at the place designated by the Superintendent. Parents/guardians of students enrolling in the District for the first time must present: 1. A certified copy of the student's birth certificate. If a birth certificate is not presented, the Superintendent or designee shall notify in writing the person enrolling the student that within 30 days he or she must provide a certified copy of the student's birth certificate. A student will be enrolled without a birth certificate. When a certified copy of the birth certificate is presented, the school shall promptly make a copy for its records, place the copy in the student's permanent record, and return the certified copy to the person enrolling the child. If a person enrolling a student fails to provide a certified copy of the student's birth certificate, the Superintendent or designee shall immediately notify the local law enforcement agency, and shall also notify the person enrolling the student in writing that, unless he or she complies within 10 days, the case will be referred to the local law enforcement authority for investigation. If compliance is not obtained within that 10-day period, the Superintendent or designee shall so refer the case. The Superintendent or designee shall immediately report to the local law enforcement authority any material received pursuant to this paragraph that appears inaccurate or suspicious in form or content. 2. Proof of residence, as required by Board policy 7:60, Residence. 3. Proof of disease immunization or detection and the required physical examination, as required by State law and Board policy 7:100, Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students.

READMISSION AND TRANSFER

Students who have withdrawn or dropped out of school in Collinsville Unit 10, and want to re-enroll must complete the following steps: 1) A parent or legal guardian must enroll a student transferring to school in Unit 10 from another school at the Collinsville Community Unit School District No. 10 Administration Building; 2) The student must provide acceptable proof of residency, an official transcript, and a certified copy of the student's birth certificate. If applicable, an Illinois transfer form must also be provided; 3) High School students and or parent/legal guardian must contact the Counseling Department; 4) A parent or legal guardian of the returning student must accompany the student to the office to meet with the counselor/principal to register for classes; 5) Students transferring from out-of-state must present a current physical. Re-enrollment shall be denied to any individual above the age of eighteen (18) years who has dropped out of school and who could not earn sufficient credits during the normal school year(s) to graduate before his or her 21st birthday (exception: students with disabilities covered under the federal law, IDEA-97).

ADVANCED PLACEMENT PROGRAM (COLLINSVILLE HIGH SCHOOL)

AP courses and AP Exams are available to juniors and seniors who have teacher recommendations to take these courses. They entail college-level work in a given discipline in a secondary school setting. Rigorously developed by committees of college and AP high school faculty, the AP Exams test students' ability to perform at a college level. Some universities award college credit to students who have earned high AP Exam scores. Students may receive credit at both the college and high school level.

ALCOHOL AND TOBACCO REGULATIONS

Alcoholic beverages are strictly prohibited from all school sponsored functions whether held on or off school property. Smoking or the use of tobacco products (or look-alike tobacco products such as electronic cigarettes, vapes, vape pens or other vaping related products) vaping with and without nicotine is strictly prohibited from all school sponsored functions whether held on or off school property.

ALTERNATIVE LEARNING OPPORTUNITIES (COLLINSVILLE HIGH SCHOOL)

CORRESPONDENCE COURSES (JUNIORS & SENIORS ONLY)

Seniors who need an additional one-half credit or one credit to graduate with their class (not for early graduation) may use correspondence courses to a maximum of one credit if approved by the Counseling Department in advance of registering for such courses. A student enrolled in a correspondence course may receive high school credit for work completed, provided: 1) The course is given by an institution accredited by the North Central Association of Colleges and Secondary Schools; 2) The student is classified a junior or senior in at least his/her third year of high school; 3) The student assumes responsibility for all fees. All correspondence course work must be completed by April 30 to be eligible to participate in the graduation ceremony and/or receive a diploma on the date of graduation. Seniors intending to use correspondence for summer graduation must have transcripts and

grades to the Counseling Department by June 27 to receive a diploma with that year's graduation date. Diplomas will be issued the following year for courses completed after June 27. Information about correspondence courses is available in the Counseling Office. Correspondence courses will be approved only for similar courses offered in the CHS Course Offering Guide. The principal may approve exceptions to this policy.

DUAL CREDIT

CHS has partnered with Southwestern Illinois College (SWIC) and Saint Louis University (SLU) to provide students with the opportunity to earn college credit in dual credit courses offered at CHS. Students must be at least 16 years old at the time the class concludes to receive dual credit. A student who successfully completes a dual credit course may receive credit at both the college and high school level. Credits earned with SWIC and SLU may be transferable to some four-year universities. Contact the universities being considered for additional information.

RUNNING START

Running Start is a dual credit program for qualified high school students to attend SWIC as a full-time student during their junior and senior years of high school. The Running Start program meets the requirements for both a high school diploma from CHS and an Associate of Arts or Associate of Science Degree from SWIC. The high school diploma and college degree are earned simultaneously. Running Start is a two-year program and may not be completed early. Eligible students are invited in the spring of their sophomore/junior year. For additional information visit:
https://docs.google.com/document/d/1dzoaREOPmYt03rbJHCRQ1ZeRTz9QIeBiBatQ6lPjONY/edit?usp=sharing

SUCCESS CENTER

Collinsville High School's Success Center is an alternative academic program located in Room 609. The program serves as a tool to encourage students to stay in school and ultimately graduate from high school. The Success Center is designed to identify and assist "at-risk" students who need a non-traditional learning environment. Using an evidence-based approach to maximize resources on research-proven and effective strategies, students continue their regular school curriculum with two critical advantages: 1) a learning environment that supports their social and emotional needs and 2) an academic program customized to provide individualized and small group instruction and to increase their likelihood of improved regular school attendance, behavior, and academic success.

KAHOK ACADEMY

Collinsville CUSD10 provides a Grant Funded TAOEP titled Kahok Academy as a holistic program to help engage and empower students in their pursuit of a high school diploma. Using an evidence-based approach, an academic program is developed to address the student's academic needs. Based on individual needs and interests, the academic program incorporates on-site core classes, elective courses and experiential courses through the school's vocational center as well as cooperative work experience. Individual services are offered for regular and special education academic advisement, physical and mental health, attendance support, substance abuse, bilingual, and speech therapy. Student services are determined through a needs assessment conducted upon intake into the program with input from student and parent/guardian. These are included in the student's IOEP, which outlines the student's needs, goals and objectives for academic, social-emotional and career development. For more information visit: https://sites.google.com/cusd.kahoks.org/kahok-academy/home

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 principal 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.

ASBESTOS MANAGEMENT PLAN

ANNUAL ASBESTOS MANAGEMENT PLAN AVAILABILITY

Per U.S. Environmental Protection Agency (U.S. EPA) regulations regarding asbestos-containing materials in schools, surveys have been conducted to identify the presence of asbestos in CUSD #10 buildings. All parents, guardians, faculty and staff are to be informed annually of the presence of asbestos-containing building materials (ACBM) at our facility. Site specific asbestos management plans were developed, reviewed by the Principal, Building and Grounds Department and the District Asbestos Designated Person, and have been implemented. These plans describe in detail how any asbestos exposures will be minimized. All parents, guardians, faculty and staff or others are invited to review this plan, which is available at the School Administrative Office. Should you have any questions or desire further information, please contact the Superintendent's office.

ASSEMBLIES

The assembly program is an integral part of the total Collinsville Unit 10 School District educational program. The assemblies are conducted to complement and enhance the value of the academic program. The expectations for student behavior and conduct at assemblies are the same as in the classroom.

ATHLETIC DEPARTMENT & STUDENT ACTIVITIES (COLLINSVILLE HIGH SCHOOL)

PHILOSOPHY

The Collinsville High School Athletic Department sponsors student activities that are considered a supplement to the school's program of education which strives to provide experiences that will help to develop young men and women physically, mentally, socially, and emotionally. Participation is a privilege that carries with it responsibilities to the school, athletic program, student body, community and students themselves. These experiences contribute to the development of learning skills and emotional patterns that enable the student to make maximum use of his/her education.

REQUIREMENTS FOR PARTICIPATION

An athlete must have the following fully executed documents on file with the school's athletic department before the athlete's first participation in any activity: 1) A current physical examination report completed by a licensed medical professional, which finds the athlete is physically able to participate. This exam should be completed on the Illinois Department of Health Child Health Examination form (required for incoming freshman) or the standard IHSA Pre-Participation Physical Examination form; and 2) CHS Athletics form found in Skyward as part of the online registration process. This document, signed by the athlete & his/her parent or guardian, shows proof of insurance, publicity web release for CUSD # 10, and the code of conduct. Signing of this form also provides for the consent to treatment by CHS personnel should an athletic injury occur, consent to random drug testing in accordance with the IHSA & CUSD #10 and the recognition of concussion education provided by CHS. Paper versions of these forms can be found at https://sites.google.com/cusd.kahoks.org/chsathletictraining/forms.

ACTIVITIES, CLUBS & ORGANIZATIONS

The following clubs and organizations are offered as extracurricular activities at Collinsville High School: Anime Club, Art Club, Auto Club, Band (Colorguard, Concert Band, Flute Choir, Jazz Band, Lab Band, Marching Band, Pep Band, Symphonic Band, Winter Drumline Winterguard), Black Student Union, Book Club, Chess Club, Christians in Action (Get Real), Choir (Concert Choir, Show Choir, Bass Choir - Mixed Choir, Treble Choir, South Morrison Swing), Class Executive Boards, ~~CPR Club~~, Cyber Security, Debate Club, Delta Epsilon Pi German Honor Society, Distributive Education Clubs of America (DECA), Drama Club, Environmental Club, Ethics Bowl, Fellowship of Christian Athletes (FCA), First Priority Club, French Club, Friends for Life, Future Business Leaders of America (FBLA), Gay/Straight Alliance, Garden Club, German Club, German Honor Society, Health Occupation Students of America (HOSA), Hispanic Heritage Club, Kahok Ambassadors, Kahoks on the Go, KAHOK Strong, Kahoki Newspaper, Kahoks United, Kahokian Yearbook, Key Club, Latin Club, Latin Honor Society, Leo Club, Mu Alpha Theta (MAO) Math Honor Society, Model United Nations, Multicultural Kahoks, National Art Honor Society, National Honor Society (NHS), National Technical Honor Society (NTHS), People Against Littering (PAL), Pep Club, Project Lead the Way, Quill & Scroll, Recycling Program, Saturday Scholars, Scholar Bowl, Sign Language Club, Skills – USA, Spanish Club, Spanish Honor Society, Speech Team, STEM Club (Green Energy Project), Math Team, National Science Honor Society, Science Olympiad, Technology Student Association – TSA, Trap Team, VEX Robotics, Student Council, Thespian Society, Tri-M Music Honor Society, Upward Bound, Writing Club and Video Game Club. We encourage all students to be involved in the many extracurricular clubs and organizations sponsored by CHS.

ATHLETIC TEAMS

The following interscholastic athletic programs are offered as extracurricular activities at Collinsville High School: Baseball, Basketball, Bowling, Cheerleading, Cross Country, Dance, Football, Golf, Soccer, Softball, Swimming, Tennis, Track and Field, Volleyball, and Wrestling. We encourage all students to be involved in the many extracurricular sport teams sponsored by CHS. Eligibility of students with an Individualized Education (IEP) shall be determined by the case manager based on the IEP.

OBJECTIVES

1) To provide a positive image of school athletics and student activities at Collinsville High School; 2) To strive for playing excellence that will produce winning teams within the boundaries of good sportsmanship and mental health of the student athlete; 3) To insure growth and development of the athletic program and student activities program; 4) To provide opportunities that will allow the program to serve as a laboratory where students may cope with problems and handle situations similar to those encountered under conditions prevailing in the contemporary field; 5) To provide opportunity for: a) Physical, mental and emotional growth and development, b) Team play with the development of such commitments as loyalty, cooperation, fair play and other desirable social traits, c) Directed leadership and supervision that stresses self-discipline, self-motivation, excellence, and the ideals of good sportsmanship that make for winning and losing graciously, d) A focus of interest on athletic programs for student body, faculty and community that will generate a feeling of unity, e) Achievement of initial goals by the school in general and by the student as an individual, f) Success and excellence in the athletic program and student activities; 6) To be socially competent and operate within a set of rules, thus gaining a respect for the rights of others; 7) To develop an understanding of the value of athletics and student activities in a balanced educational process.

ELIGIBILITY BY-LAWS

Collinsville High School is a member of the Illinois High School Association (IHSA). Collinsville High School belongs to the 19th Legislative District of the 7th Administrative Division of the IHSA. The IHSA serves to provide leadership for the development, supervision, and promotion of good sportsmanship in interscholastic competition. The IHSA Constitution and By-Laws have been voted into effect by the IHSA member schools. As an approved member school, CHS has agreed to abide by each article of the IHSA Constitution (1.00 Constitution, 2.00 School By-Laws, 3.00 Athletic Eligibility By-Laws, 4.00 Non-Athletic Eligibility By-Laws, 5.00 Sport Season By-Laws, 6.00 Protest Penalty By-Laws). The high school principal or athletic director serves Collinsville

High School as the official representative to the IHSA. Any questions concerning athletic eligibility should be referred to the high school building principal and/or athletic director.

ATHLETIC FEES

To participate in an extra-curricular activity at Collinsville High School each student-athlete will be charged a per-sport per-school-year athletic fee. This fee is charged to cover athletic expenses such as transportation, equipment, game expenses, and all costs associated with providing an individual sport at Collinsville High School. No athlete will be allowed to participate in an interscholastic activity until the fee is paid or evidence of a fee waiver has been provided.

ATHLETIC DEPARTMENT AND STUDENT ACTIVITIES ATTENDANCE POLICY

Student athletes must be in attendance at least four class periods in order to be a participant at a practice or contest that day. It is the responsibility of all coaches to check for absences and prohibit student participation in practice/contest on the day(s) of absence. Exceptions must be cleared in advance with the Athletic Director.

STUDENT ATHLETE CONCUSSIONS AND HEAD INJURIES

A concussion is a traumatic brain injury that interferes with normal brain function. Concussions can range from mild to severe and can occur in any organized or unorganized sport or recreational activity resulting from a fall or from players colliding with each other, the ground, or with obstacles. CUSD#10 has Guidelines for Concussive Injuries developed in accordance with 105 ILCS 5/10-20.53, 5/34-18.45 and based on the recommendations from IHSA and the Centers for Disease Control. Students with a concussive injury should not return to physical activity (PE/recess/practice/competition) during the same day of the injury. A physician's note and suggested activity progression should accompany a student and/or student athlete to return to school and or physical activities.

Student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois High 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.

ATHLETIC DEPARTMENT AND STUDENT ACTIVITIES (COLLINSVILLE MIDDLE SCHOOL)

Collinsville Middle School is a member of the Illinois Elementary School Association.

ATHLETIC TEAMS

Boys Baseball; Boys and Girls Basketball; Boys and Girls Cross Country; Boys and Girls Track; Boys and Girls Wrestling: Boys and Girls Bowling; Girls Softball; Girls Volleyball; Girls Cheerleading; Girls Dance

STUDENT ATHLETE CONCUSSIONS AND HEAD INJURIES

A concussion is a traumatic brain injury that interferes with normal brain function. Concussions can range from mild to severe and can occur in any organized or unorganized sport or recreational activity resulting from a fall or from players colliding with each other, the ground, or with obstacles. CUSD#10 has Guidelines for Concussive Injuries developed in accordance with 105 ILCS 5/10-20.53, 5/34-18.45 and based on the recommendations from IHSA and the Centers for Disease Control. Students with a concussive injury should not return to physical activity (PE/recess/practice/competition) during the same day of the injury. A physician's note and suggested activity progression should accompany a student and/or student athlete to return to school and or physical activities.

Student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois High 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**.**

ORGANIZATIONS

The student organizations are some of the most important aspects of the activities program. They add an extra dimension to the student's education. The students involved in these organizations will be provided opportunities to participate in the representative-democratic process with both rights and responsibilities; to assist in improving relationships between the student body, the faculty and the school, to be directly involved in building school spirit and pride; and to increase self-improvement in citizenship and leadership.

The following clubs and organizations are offered as extracurricular activities at Collinsville Middle School:

Anime Club; Band (Concert Band, Jazz Band, Marching Band and Pep band) Black Student Union (BSU); Chess Club; Choir (Concert and Show Choir);; Drama Club; Fellowship of Christian Athletes (FCA); Gay/Straight Alliance;; Hooloo; Illinois Math Science Academy Fusion Program (IMSA); LASO--Latin American Student Organization; National Junior Honor Society (NJHS) Poetry Club; Pep Club; Student Council; Yearbook Club - The award-winning Blaze yearbook staff, under the direction of Mrs. Juelfs, serves as photographers, cover designers, and contributors to our book.

We encourage all students to be involved in any of the extracurricular clubs and organizations sponsored by CMS.

ELIGIBILITY

All students participating in competitive sports, extracurricular activities, cheerleading, dance, band and chorus will be required to follow the guidelines listed below in order to remain eligible to participate with the team during practices and games, and other

events related to the activity. Students/athletes shall be passing all subjects: core, exploratory, band, chorus and physical education (PE).

Eligibility is checked every week on Thursday. Students/athletes will be notified by their coach/sponsor during practice/games on Friday following the grade check. Teachers will indicate passing or failing grades on semester basis. A student is ineligible from Monday to Monday during the eligibility check. Students failing 2 or more classes at the semester will be placed on academic probation through the Athletic Director's Office and subject to academic intervention based on a determination of the Athletic Director. Any student declared ineligible for 3 straight weeks will be removed from the team.

TRAVEL

All students must travel to extracurricular and athletic activities and return home from such activities with his or her team by use of school approved transportation. A written waiver of this rule may be issued by the teacher, sponsor or coach in charge of the extracurricular or athletic activity upon advance written request of a student's parent/guardian and provided the parent/guardian appears and accepts custody of the student. Oral requests will not be honored and oral permissions are not valid.

Any athlete who quits a team during a season will not be permitted to join another team during a season unless mutually agreed upon by the coaches of both teams involved. A student will not be permitted to participate in the CMS co-curricular program if they have an outstanding obligation in any other activity.

FEES AND PHYSICAL EXAMINATIONS

To participate in an extracurricular activity at CMS, each student-athlete will be charged $100 per sport. This fee is charged to cover athletic expenses such as transportation, equipment, game expenses, and all costs associated with providing an individual sport at CMS. Fees will be waived for students who qualify for free and reduced lunch. No athlete will be allowed to participate in the extracurricular activity until the fee is paid.

Students who participate in athletics must provide a sport physical completed on the Illinois DHS form or IHSA pre-participation examination form. The physical examination is good for 395 days from the date of the exam.

ATHLETIC SCHEDULES (COLLINSVILLE HIGH SCHOOL)

The Collinsville High School Athletic Schedules may be accessed via the computer kahokathletics.org . (NOTE: Athletic schedules are subject to change without notice).

ATTENDANCE POLICY

COLLINSVILLE C.U.S.D. NUMBER TEN (10) ATTENDANCE POLICY

The Kahok family offers and embraces opportunities for everyone to reach his/her fullest potential. One of the keys to receiving an excellent education experience is regular school attendance. The Collinsville School District attendance plan complies with the Illinois School Code Section 105 ILCS 5/26-2A. In accordance with the requirements of The School Code of Illinois and in recognition of the responsibilities imposed upon parents therein, it is the policy of the Board of Education of District No. 10 that students shall attend school during the entire time school is in session and be on time for classes. The Board believes that regular class attendance fosters successful academic performance and development of punctuality, self-discipline and responsibility.

The School Code of Illinois defines chronic absenteeism as missing school for five (5) percent of the previous 180 school days. That equates to nine (9) days of absence over a 180-day period. The school will provide three (3) written notifications (to include school and community resources available) before legal action may be taken. The parent or guardian may be subject to legal citation through the courts. Special circumstances such as hospitalization, chronic illness etc. will be considered in this process. Collinsville Community Unit School District Ten (10) appreciates the cooperation of parents and students on this matter of vital importance to your child's education.

ABSENTEEISM/ABSENCE REPORTING

In order for an absence to be considered reported, a parent or guardian of a student who is going to be absent from school must notify the school by telephone or Skyward Family Access account.

1. In order for an absence to be considered reported, a parent or guardian must notify the school. Messages may be left twenty-four (24) hours a day. An absence without proper notification to the attendance office will result in an absence being unexcused. State the name of the student who is going to be absent, his/her grade, the reason for the absence, and the phone number where the parent or guardian can be reached for verification.

2. Collinsville Community Unit School District #10 parents and guardians may also conveniently report a student absence using your Skyward Family Access account or the Skyward App. While you can choose to call your child's school to report an absence, using Skyward Family Access gives you the ability to report or request an absence 24/7 using your computer or mobile device.

How to Report an Absence Using Skyward Family Access

1. Log into Skyward Family Access and select ATTENDANCE from the menu options on the left; 2. Click on ENTER ABSENT REQUEST toward the middle upper right of the Attendance screen; 3. Select the ADD REQUEST link to the right in the Attendance pop-up window; 4. Enter the *Start Date* and the *End Date*; and Check "All Day" OR indicate times for the absence; 5. Choose a reason for the request from the drop-down menu; 6. Add any additional comments for the office; 7. When finished, click SAVE; 8. After clicking SAVE on the previous screen, the absent request will appear as *PENDING; 9.* You will receive a confirmation email stating the request has been created; 10. Once the school office has processed the absence request, you will receive an additional email with confirmation.

To report an absence using the Skyward App:

1. Log into your Skyward App; Click on the menu option in the upper right corner of the screen; 2. Choose ATTENDANCE; 3. Select ADD ABSENCE REQUEST; 4. Enter the *Start Date* and End *Date*; Mark "All Day – Yes" OR indicate times for the absence; 5. Choose a reason for the request from the drop-down menu; 6. Add any additional comments for the office; 7. When finished, click SUBMIT; 8. The request will appear as *PENDING* until it is approved by the school; 9. Once the school office has processed the absence request, you will receive an email confirmation.

The determination as to whether an absence is classified as reported, documented or unexcused is the sole responsibility of the school. The responsibility of the parent is to report the absence. All requests for reported absences, MUST be reported to the attendance office within five (5) days of the student's absence. If a student has an appointment with a treating health care provider or physician, they must bring a note from them explaining the absence. At the District's request, a note from a health care provider may also be required to validate extended or repeated illnesses before being excused.

All students who are absent for five or more consecutive days must provide written documentation from a health care provider for the absences to be considered excused (reported/documented). Any student who has been absent 10 or more days in a semester must provide written documentation from their health care provider (with the dates of the absence) for each subsequent day of non-attendance for the absences to be considered excused (reported/documented). Each subsequent day of non-attendance shall be considered unexcused unless accompanied with written documentation from their health care provider (with the dates of the absence). Students who suffer from documented chronic or severe acute health issues may seek a waiver of these requirements from the Building principal.

CO-CURRICULAR ACTIVITIES - ATTENDANCE POLICY FOR STUDENT PARTICIPATION (CHS)

It shall be the policy of Collinsville High School that student participation in any co-curricular activity (athletics or non-athletic activities) requires a student to be in attendance on the day of the co-curricular event.

CO-CURRICULAR ACTIVITIES - ATTENDANCE POLICY FOR STUDENT PARTICIPATION (CMS)

Absence from School on Day of Extracurricular or Athletic Activity: A student who is absent from school after noon is ineligible for any extracurricular or athletic activity on that day unless the absence has been approved in writing by the principal. Exceptions may be made by the designated teacher, sponsor or coach for: 1) a pre-arranged medical absence; 2) a death in the student's family; or 3) a religious ceremony or event.

A student who has been suspended from school is also suspended from participation in all extracurricular and athletic activities for the duration of the suspension. A student who is absent from school on a Friday before a Saturday event may be withheld from Saturday extracurricular or athletic activities at the sole discretion of the designated teacher, sponsor or coach.

ATTENDANCE POLICIES AND PROCEDURES

Reported Absences: A 'reported pass' will be issued when the parent/guardian notifies school via phone/electronic message of a student's personal illness (including up to 5 days per school year for mental or behavioral health of the student), serious family illness, court appearance, attending a military honors funeral to sound TAPS, attend a civic event (CHS/CMS), observance of a religious holiday, family emergency, other situations beyond the control of the student and as determined by the Board of Education other such circumstances which cause reasonable concern to the parent for the student's mental, emotional, or physical health or safety of the student. Additionally, a student will be excused for up to 5 days per school year 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. The school may require documentation explaining the reason for the student's absence. The student and the student's parent/guardian shall have the responsibility to contact their teacher(s) concerning a plan for completing make-up work within a reasonable time (this usually means one (1) day for each day of reported or documented absence).

Documented Absences: A documented absence will be issued when a parent/guardian presents documentation of a student's absence for personal illness (including mental or behavioral health of the student), serious family illness, the death of an immediate family member, court appearance or any absence which is beyond the control of the student (ie. in the case where a nurse has to send a student home for illness, to include, but not limited to, head lice, fever, and vomiting). The following documentation must be presented to the Main Office regarding documented absences: 1) For personal or family illness – a note from a treating health care provider, physician, or dentist; 2) For court appearances – a document from the court system; 3) For parent/guardian active duty/leave/return from deployment – a document from the military service. Requests by parents/guardians to have an absence recorded as 'documented' must present the documentation within five (5) days from the date of the student's absence. The student shall have the responsibility to contact their teacher(s) concerning a plan for completing make-up work within a reasonable time (this usually means one (1) day for each day of reported or documented absence).

Release Time for Religious Instruction/Observance: A student will be released from school, as an excused absence, to observe a religious holiday or for religious instruction. The student's parent/guardian must give written notice to the building principal at least 5 calendar days before the student's anticipated absence(s). Students with Reported or Documented absences or excused for religious reasons will be given an opportunity to make up any examination, study, or work requirement within a reasonable time (usually one day for each day of absence).

Medical Non-Compliance: This code will be used when a student is excluded from school due to failure to comply with physical examination and immunization requirements. Students who are not compliant with physical examination and immunization requirements and have not submitted a waiver to be exempt from immunizations will be excluded from school and will not be

permitted to make-up work for academic credit for their absences. The District will also report the student as unexcused. If a student submits a valid waiver to be exempt from immunization and is subsequently excluded from school due to a disease outbreak or due to his/her exposure to any of the diseases for which immunization is required, the excluded student will have the opportunity to make up all missed academic work for full credit.

College Day/Military Day (Collinsville High School): Juniors and seniors who find it necessary to visit colleges/ universities, vocational/technical schools, or military facilities of their choice may be granted two days each year for this purpose in accordance with guidelines set by the principal. A visitation request form (available in the Attendance Office) MUST be signed by a parent and submitted to the attendance office not less than two days prior to the proposed date of visitation. An unexcused absence will be recorded without the proper approval. Students are encouraged to set up visitation dates on Saturdays or when school is not in session. No visitation days will be approved after May 1st unless specifically requested by a post-secondary school. Additional visitation days may be granted with prior approval from the principal. College Days are NOT allowed on state mandated test days (i.e. SAT/PSAT state testing).

Unexcused Absences: An unexcused absence will be assigned for any absences in which the parent/guardian does not notify the school attendance office. Students will not be allowed to make-up work missed due to an unexcused absence. The following acts (even with parental consent) are considered an unexcused absence: failure to attend in-school supervision and/or Short-Term Option Program (STOP) and subsequent days of non-attendance (after 10 days in a semester) shall be considered unexcused unless accompanied with written documentation from their health care provider (with the dates of the absence). Absences that are not due to illness must be pre-arranged with the principal, if possible, and may or may not be excused.

Any student who has accumulated ten (10) consecutive days of unexcused absence with no school contact from a parent/guardian ("lost child", whereabouts cannot be determined) shall be withdrawn from Collinsville Community Unit School District Ten (10). The District shall use its best efforts to notify the parent(s), guardian(s), or other person(s) who has charge of a student if the school system plans to withdraw such student (including, calling all known phone numbers, including emergency contacts, and visiting the last known address). The date of withdrawal shall be marked retroactive to the last of attendance. If a school has been notified by a parent/guardian that a student will no longer be attending, such student shall be withdrawn from Collinsville Community Unit School District Ten (10). The date of withdrawal shall be marked retroactive to the last of attendance. If a student with a disability has been absent without valid cause for ten (10) consecutive days, the District will convene an IEP/504 meeting to ascertain the reason for the absences, whether the nonattendance is related to the student's disability, and if appropriate, a plan to stop the recurring nonattendance of the student. If a school has been notified by a parent/guardian that a student will be on an extended trip taking the student out of school for more than ten (10) consecutive days, such student may be withdrawn from Collinsville Community Unit School District Ten (10). The date of withdrawal shall be marked retroactive to the last of attendance. Absences that are not due to illness must be pre-arranged with the principal, if possible, and may or may not be excused.

Tardies: A tardy may be defined as a student's failure to be in an assigned seat in the classroom at the appropriate time. All tardies will be submitted to the office on an hourly basis. Those students arriving late to school should report to the attendance/school office and sign in. If a student will be late to school, a parent or guardian MUST notify the school prior to the student arriving to school. The only excused tardy is written medical notification. The district provides transportation to and from school. Any student arriving late to school on a school bus shall not be counted as tardy. For Collinsville High School/Collinsville Middle School students, accumulation of tardies will result in discipline. At CHS and CMS, tardy discipline will be cumulative by quarter. Students arriving late to school or leaving early from school, due to a medical, dental, counseling, court, or similar appointment, must provide proof of the appointment from the agency, upon returning to school. Failure to do so may be counted as an unexcused absence.

Truancy: Parents have the legal obligation to see that their children attend school at all times it is in session (Illinois School Code, Section 26-1, 26-2). A "truant" is defined as a child subject to compulsory school attendance and who is absent without valid cause from such attendance for more than 1% but less than 5% of the past 180 school days. A student is counted as truant if there is an absence during any part of the school day without permission from a parent/guardian and the attendance office is not notified of an absence within five (5) school days. Students considered truant are subject to school discipline. A student who misses fifteen (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 for a period not to exceed two (2) years. A parent or guardian who knowingly and willfully permits a child to be truant may be convicted of a Class C misdemeanor, which carries a maximum penalty of thirty days in jail and/or a fine of up to $500.00. Chronic truancy is defined as a child who is absent without valid cause (recognized excuse) for five percent (5%) or more of the previous 180 regular attendance days. Students who are chronic truants will be offered support services and resources aimed at correcting the truancy issue. During the school day, students must have administrative permission to go to the parking lot. Students who leave campus after proper clearance (home and school) must sign out in the attendance office, stating their name, reason for leaving and time of departure. Any student who leaves school without following proper 'Early Dismissal' school procedures will be considered truant, may lose their driving privileges for the remainder of the year and may be subject to a search as outlined in the Search and Seizure policies of this handbook if the student returns to campus that day.

The school will not refer a truant minor to any other local public entity, including the Collinsville Police Department, for the purpose of issuing the minor a fine or a fee as punishment for truancy.

AN ORDINANCE AMENDING THE COLLINSVILLE MUNICIPAL CODE RELATING TO TRUANCY
BE IT ORDAINED BY THE CITY COUNCIL OF COLLINSVILLE THAT:

SECTION 1: The Collinsville Municipal Code is amended to add a Division 10:92 under Chapter 10 entitled "Truancy" to read as follows:

01:92-1 Truancy Prohibited. It shall be unlawful for any person enrolled in a public, private or parochial school to absent him or herself from attendance at school without parental permission. Any person, who shall so absent himself, shall be guilty of the offense of truancy and be subject to a fine not to exceed $750 for each offense. Emergency or unforeseen absences due to illness or other causes beyond the control of the person so absenting him or herself from school without parental permission shall not constitute truancy if permission is submitted in writing to the proper school authorities within 24 hours after such absence.

01:92-2 False Excuse Prohibited. It shall be an offense under this ordinance for a parent or person in loco parentis to knowingly submit to the proper school authorities a written excuse under Section 10:921 that contains false information. A person convicted of an offense under this Section shall be subject to a fine of not more than $500 for each offense.

01:92-3 Parental Permission Shall include permission from a person in loco parentis, and shall be given for reasons only of personal illness, serious family illness, death in the family, serious home emergencies, necessary and lawful family support employment, religious convocation classes, Principal's permission, and compelling family reasons.

SECTION 2: This ordinance shall be in full force and effect from and after its passage, recording and publication according to law. Publication shall be in pamphlet form.

EARLY DISMISSALS (Collinsville High School)

Once a student arrives at school, he/she will need two types of permission to leave campus. The student will need school permission and parental permission. School permission must be acquired in advance from a school administrator. Parent permission must be given in the form of an advanced phone call or a signed and dated note from parent or guardian confirming the need to leave campus for a valid cause. The student should present a written request to the Attendance Office before school. The Attendance Office will then present the student with an early dismissal form to be given to his/her instructor. Advanced parent/Guardian confirmation for an early dismissal will be recorded as a reported absence for the hours of class(es) missed. A documented pass will be issued upon receipt of written verification from a physician, dentist, court representative, etc. No early dismissal will be permitted unless confirmation can be made with the parent by phone or in person. Early dismissals will be allowed only in necessary and reasonable situations where no other arrangements can be made. If a student becomes ill at school and wishes to go home, he/she is encouraged to check with the school nurse. If the school nurse is not available, the student is encouraged to check with an administrator. Students are discouraged from making their own arrangements to leave school by the use of cell phones or other office phones. Student initiated contact to depart campus may be considered unexcused (without school permission) or early dismissal (arranged through the attendance office). Before leaving campus, the student must sign out in the Attendance Office. Any student who leaves school without following proper 'Early Dismissal' school procedures will be considered truant, may lose their driving privileges for the remainder of the year and may be subject to a search as outlined in the Search and Seizure policies of this handbook if the student returns to campus that day. *Students who fail to sign out before leaving campus will have the dismissal considered unexcused.* If the student returns on the same day as an early dismissal, the student must sign in at the Attendance Office before going to class.

Note: A description of discipline programs (including ISS and STOP) are found in the Student Behavior section of this handbook.

AWARENESS AND PREVENTION OF CHILD SEXUAL ABUSE, GROOMING BEHAVIORS AND BOUNDARY VIOLATIONS

Child sexual abuse, grooming behaviors, and boundary violations harm students, their parent/guardian, the District's environment, its school communities, and the community at large, while diminishing a student's ability to learn.

Warning Signs of Child Sexual Abuse: Warning signs of child sexual abuse include the following.

Physical signs: Sexually transmitted infections (STIs) or other genital infections; Signs of trauma to the genital area, such as unexplained bleeding, bruising, or blood on the sheets, underwear, or other clothing; Unusual weight gain or loss

Behavioral signs: Excessive talk about or knowledge of sexual topics; Keeping secrets; Not talking as much as usual; Not wanting to be left alone with certain people or being afraid to be away from primary caregivers; Regressive behaviors or resuming behaviors that the child had grown out of, such as thumb sucking or bedwetting; Overly compliant behavior; Sexual behavior that is inappropriate for the child's age; Spending an unusual amount of time alone; Trying to avoid removing clothing to change or bathe

Emotional signs: Change in eating habits or unhealthy eating patterns, like loss of appetite or excessive eating; Signs of depression, such as persistent sadness, lack of energy, changes in sleep or appetite, withdrawing from normal activities, or feeling "down"; Change in mood or personality, such as increased aggression; Decrease in confidence or self-image; Anxiety, excessive worry, or fearfulness; Increase in unexplained health problems such as stomach aches and headaches; Loss or decrease in interest in school, activities, and friends; Nightmares or fear of being alone at night; Self-harming behaviors or expressing thoughts of suicide or suicidal behavior; Failing grades; Drug or alcohol use

Warning Signs of Grooming Behaviors School and District employees are expected to maintain professional and appropriate relationships with students based upon students' ages, grade levels, and developmental levels.

Prohibited grooming is defined as (i) any act, including but not limited to, any verbal, nonverbal, written, or electronic communication or physical activity, (ii) by an employee with direct contact with a student, (iii) that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples of grooming behaviors include, but are not limited to, the following behaviors: Sexual or romantic invitations to a student; Dating or soliciting a date from a student; Engaging in sexualized or romantic dialog with a student; Making sexually suggestive comments that are directed toward or with a student;

Self-disclosure or physical exposure of a sexual, romantic, or erotic nature; Sexual, indecent, romantic, or erotic contact with a student; Failing to respect boundaries or listening when a student says "no"; Engaging in touching that a student or student's parents/guardians have indicated is unwanted; Trying to be a student's friend rather than filling an adult role in the student's life; Failing to maintain age-appropriate relationships with students; Talking with students about personal problems or relationships; Spending time alone with a student outside of their role in the student's life or making up excuses to be alone with a student; Expressing unusual interest in a student's sexual development, such as commenting on sexual characteristics or sexualizing normal behaviors; Giving a student gifts without occasion or reason; Spending a lot of time with a student; Restricting a student's access to other adults

Warning Signs of Boundary Violations: School and District employees breach employee-student boundaries when they misuse their position of power over a student in a way that compromises the student's health, safety, or general welfare. Examples of boundary violations include: Favoring a certain student by inviting the student to "hang out" or by granting special privileges; Engaging in peer-like behavior with a student; Discussing personal issues with a student; Meeting with a student off-campus without parent/guardian knowledge and/or permission; Dating, requesting, or participating in a private meeting with a student (in person or virtually) outside of a professional role; Transporting a student in a school or private vehicle without administrative authorization; Giving gifts, money, or treats to an individual student; Sending a student on personal errands; Intervening in a serious student problem instead of referring the student to an appropriately trained professional; Sexual or romantic invitations toward or from a student; Taking and using photos/videos of students for non-educational purposes; Initiating or extending contact with a student beyond the school day in a one-on-one or non-group setting; Inviting a student to an employee's home; Adding a student on personal social networking sites as contacts when unrelated to a legitimate educational purpose; Privately messaging a student; Maintaining intense eye contact with a student; Making comments about a student's physical attributes, including excessively flattering comments; Engaging in sexualized or romantic dialog; Making sexually suggestive comments directed toward or with a student; Disclosing confidential information; Self-disclosure of a sexual, romantic, or erotic nature; Full frontal hugs; Invading personal space

If you believe you are a victim of child sexual abuse, grooming behaviors, or boundary violations, or you believe that your child is a victim, you should immediately contact the Building Principal, a school counselor, or another trusted adult employee of the School.

Additional Resources include:

National Sexual Assault Hotline at 800.656.HOPE (4673)
National Sexual Abuse Chatline at online.rainn.org
Illinois Department of Children and Family Services Hotline at 1.800.25.ABUSE (2873)
Illinois State Board of Education Sexual Abuse and Prevention Resource Guide

BELL SCHEDULES (COLLINSVILLE HIGH SCHOOL)

FULL DAY SCHEDULE		HALF HOUR EARLY DISMISS		HALF DAY SCHEDULE		CAVC SCHEDULE FULL DAY	
Zero Hour	6:45	Zero Hour	6:45	Zero Hour	6:45	SECTION A	8:55 - 11:20
Students Enter Building	7:40	Students Enter Building	7:40	Students Enter Building	7:40	SECTION B	11:25 - 1:50
Warning Bell	7:45	Warning Bell	7:45	Warning Bell	7:45		
1st Period	7:50 - 8:50	1st Period	7:50-8:40	1st Period	7:50-8:20		
2nd Period	8:55 - 9:50	2nd Period	8:45 - 9:35	2nd Period	8:25 - 8:50		
3rd Period & Lunch (3A) - (3B)	9:55 - 10:20 10:25 - 10:50	3rd Period & Lunch (3A) - (3B)	9:40 - 10:05 10:10 - 10:35	3rd Period	8:55 - 9:20		

4th Period & Lunch (4A) - (4B)	10:55 - 11:20 11:25 - 11:50	4th Period & Lunch (4A) - (4B)	10:40 - 11:05 11:10 - 11:35	4th Period	9:25 - 9:50	
5th Period & Lunch (5A) - (5B)	11:55 - 12:20 12:25 - 12:50	5th Period & Lunch (5A) - (5B)	11:40 - 12:05 12:10 - 12:35	5th Period	9:55 - 10:20	
6th Period	12:55 - 1:50	6th Period	12:40 - 1:30	6th Period	10:25 - 10:50	
7th Period	1:55 - 2:50	7th Period	1:35 - 2:20	7th Period	10:55 - 11:20	
Dismissal	2:50	Dismissal	2:20	Dismissal	11:20	

Other Bell schedules may be used in cases of assemblies, early dismissals, standardized testing dates, 2-hour delay, etc.
NOTE: Subject to change as per Board of Education approved Return to Learning Plan

BELL SCHEDULES (COLLINSVILLE MIDDLE SCHOOL)

Full Day Schedule		Half Hour Early Dismissal	
Advisory	8:40 – 8:45		
1st Period	8:45 - 9:35	1st Period	8:40 - 9:24
2nd Period	9:39 - 10:30	2nd Period	9:28 – 10:12
3rd Period 7A lunch 7B lunch	10:34 – 11:34 (8th Grade + 7C 10:30 - 11:00 S.H. 11:04 – 11:34 11:04 – 11:34 S.H. 10:30 – 11:00	3rd Period 7A lunch 7B lunch	10:16 – 11:16 (8th Grade + 7C 10:12 – 10:42 S.H. 10:46 – 11:16 10:46 – 11:16 S.H. 10:16 – 10:46
4th Period 7C lunch 8A lunch	11:38 – 12: 48 (7A/7B/8B/8C) 11:34 – 12:04 S.H. 12:08 – 12:38 12:08 – 12:38 S.H. 11:38 – 12:08	4th Period 7C lunch 8A lunch	11:20 – 12:20 (7A/7B/8B/8C) 11:16 – 11:46 S.H. 11:50 – 12:20 11:50 – 12:20 S.H. 11:20 – 11:50
5th Period 8B lunch 8C lunch	12:42 – 1:42 (7th Grade + 8A) 12:38 – 1:08 S.H. 1:12 – 1:42 1:12 – 1:42 S.H. 12:42 – 1:12	5th Period 8B lunch 8C lunch	12:24 – 1:24 (7th Grade + 8A) 12:20 – 12:50 S.H. 12:54 – 1:24 12:54 – 1:24 S.H. 12:24 – 12:54
6th Period	1:46 – 2:36	6th Period	1:28 – 2:12
7th Period	2:40 - 3:40	7th Period	2:16 – 3:10

Other Bell schedules may be used in cases of assemblies, early dismissals, standardized testing dates, 2-hour delay, etc
SH = Study Hall *NOTE: Subject to change as per Board of Education approved Return to Learning Plan*

BICYCLE/SKATEBOARDS/SCOOTERS

Students who wish to ride bicycles to school may do so, but the school assumes no responsibility for lost or damaged bicycles. All bicycles are to be parked and locked in the school bike racks. Students are to walk their bikes at all times when they are on school grounds. Students are not to ride their bikes in lawns of local residents. Skateboards, hoverboards, and scooters are not allowed and should not be ridden or brought to school.

BOARD OF EDUCATION

The Board of Education is elected by the community to govern the school district. The Board is comprised of seven members. In general, Board members are elected to 4-year terms of office. The Collinsville Community Unit School District No. 10 is a member of the Illinois Association of School Boards (IASB). The IASB outlines the following as duties of a school board: 1) The Board clarifies the District's purpose; 2) The Board connects with the community; 3) The Board employs a superintendent; 4) The Board delegates authority; 5) The Board monitors performance; 6) The Board takes responsibility for itself.

REGULAR MEETINGS

Regular meetings of the Board of Education are open to the public. They are held on the third Monday of each month at 6:30 p.m. at the Administrative Annex, 123 West Clay Street, Collinsville, Illinois. In the event that the third Monday falls on a school holiday, the meeting is held on the fourth Monday of the month.

SPECIAL MEETINGS

Special meetings of the Board of Education are open to the public. These meetings may be called by the Board president with at least 48 hours of public notice before the meeting. Notices are placed at the entrances to the Administration building (201 West Clay Street, Collinsville, Illinois) and to the Administrative Annex (123 West Clay Street, Collinsville, Illinois).

CLOSED SESSION

A closed session may be called by agenda or at any time during a regular meeting. All decisions, however, are required to be made in open session. Closed sessions are allowed by state law in order to discuss: 1) Collective negotiating matters; 2) Litigation that is probable or imminent; 3) Litigation that is filed and pending; 4) Information regarding the appointment, employment, compensation, discipline, performance, or dismissal of an employee or officer; 5) Testimony on a complaint lodged against an employee or officer to determine its validity; 6) Purchase, lease, or sale of real property; 7) Matters of student discipline; 8) Deliberations concerning salary schedules for one or more classes of employees.

ADDRESSING THE BOARD OF EDUCATION

Individuals wishing to address the Board of Education are invited to do so by the Board president following the roll call, the pledge of allegiance and the reading of any written correspondence by the Board secretary. A presenter must provide his/her name and address and limit remarks to five (5) minutes. The Board president has the right to control the length of any presentation. One speaker per topic is allowed unless presenters have opposing views. Questions should be addressed to the Board as a whole rather than to individual Board members or administrative employees.

The Board of Education is not a public forum. The Board is a deliberative body. The Board does not debate the subject of public comments during the meeting, but rather, may take the comments under review in making decisions and establishing policies. The Board follows a planned agenda at each meeting. Board members receive background information prior to each meeting to enable proper preparation for the topics to be discussed and voted on during meetings.

BREAKFAST & LUNCH PROGRAM

Breakfast and lunch are served every school day, except when there is a 12:15 p.m. or earlier dismissal, then lunch will not be served. Please check the individual school's schedule for times and prices. Pursuant to the Hunger-Free Students' 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.

BUDGET - DISTRICT

The Collinsville Community Unit School District's budget is developed annually and is designed to meet the requirements of local, state and federal government regulations. The budget, which is adopted by the Board of Education, outlines the plan for accomplishing the district's fiscal goals each year. The Director of Business Affairs develops the tentative budget which contains anticipated revenues and expenditures as well as a statement of estimated cash expected to be on hand at the beginning and end of the fiscal year. The tentative budget is placed on display thirty (30) days prior to a public budget hearing. During the hearing, details of the tentative budget are explained and the public may ask questions or provide input. The budget is then voted on and adopted (or rejected) by the Board of Education at a public board meeting held after the budget hearing. Illinois law requires that the budget be adopted by the Board of Education prior to the end of the first quarter of the fiscal year (September 30).

Like ninety percent (90%) of Illinois school districts, the Collinsville school district uses the cash basis of accounting. The district undergoes a thorough financial audit each year. Results of the financial audit are presented to the Board of Education both verbally and in writing.

Current budgets for both the Collinsville Community Unit School District No. 10 and the Collinsville Area Vocational Center are available on the District website at: http://www.kahoks.org.

Additional information about the mechanics of a school district budget can be found in the Illinois State Board of Education's A Guide to Understanding the Illinois School District Budget Process document at http://www.isbe.net/finance/.

BUILDING FACILITIES RENTAL

District facilities are available for use by employees for district-sponsored activities. In addition, outside organizations may request the use of district facilities. Requests from outside groups are reviewed by the building administrator and the Director of Buildings and Grounds. Rental fees are charged to organizations based on the "classification" of the group. Details can be found in the Classes of Organizations document in the PDF Library located on the district website.

PROCEDURES TO REQUEST THE USE OF DISTRICT FACILITIES

Requests by employees and district-sponsored teams, clubs, etc.: 1) Contact the building administrator in charge of the facility you wish to reserve. If your initial contact is by telephone, it is recommended that you follow up your request in writing via email or internal memo; 2) The building administrator will check the facility calendar for availability and inform the employee of the request approval or denial; 3) If the requested time for use of the facility is outside the normal work hours of the school's staff, the building administrator will contact the Director of Buildings and Grounds to request any necessary custodial coverage; 4) The building administrator (or designee) will submit the event (if applicable) to the online district calendar.

Requests by outside groups and organizations: 1) Contact the building administrator in charge of the facility you wish to reserve request; 2) If the facility is available, complete the Request for Facility Rental form. Details about rental fees, classes of organizations and rental terms and conditions can be found in the PDF library on the district website; 3) Forward the completed Request for Facility Rental form to the building administrator as soon as possible; 4) The building administrator will review the completed form. If all information provided is in order, the form will be signed by the administrator and forwarded to the Director of Buildings and Grounds; 5) The Director of Buildings and Grounds will review the request and provide estimated fees. A signed copy of the form will be forwarded to the original requester, the School, and the Technology Department;

BULLYING, INTIMIDATION, HAZING, (SEXUAL) HARASSMENT, TEEN DATING VIOLENCE, THREAT OF VIOLENCE

PREVENTION OF AND RESPONSE TO BULLYING, INTIMIDATION, AND HARASSMENT

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

Bullying on the basis of actual or perceived race, color, national origin, physical appearance, socioeconomic status, academic 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. The District will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical, sexual, or visual, that affects the tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment. Bullying may take various forms, including without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive.

BULLYING, PREVENTION AND RESPONSE PLAN

I. Definitions:

Bullying includes *cyber-bullying* 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.

Cyber-bullying means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. *Cyber-bullying* includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of *bullying*. *Cyber-*

bullying also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*.

Bullying may take various forms, including without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive.

Restorative measures means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate, (iv) teach students the personal and interpersonal skills they will need to be successful in school and society, (v) serve to build and restore relationships among students, families, schools, and communities, (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school and (vii) increase student accountability if the incident of bullying is based on religion, race, ethnicity, or any other category that is identified in the Illinois Human Rights Act.

School personnel means persons employed by, on contract with, or who volunteer in a school district, including without limitation school and school district administrators, teachers, school counselors, school social workers, school psychologists, school nurses, cafeteria workers, custodians, bus drivers, school resource officers, and security guards.

II. Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the First Amendment to the U.S. Constitution or under Section 3 of Article I of the Illinois Constitution.

III. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the District Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking. All school staff members are available for help with a bully or to make a report about bullying. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the District named officials Complaint Manager or any staff member. The District named officials and all staff members are available for help with a bully or to make a report about bullying. Anonymous reports are also accepted by phone call or in writing, however, this shall not be construed to permit formal disciplinary action solely on the basis of an anonymous report.

Nondiscrimination Coordinator: Dr. Brad Skertich, Superintendent, 201 West Clay Street, Collinsville, Illinois 62243 (168-346-6350. **Male Complaint Manager:** Mr. Bradley Hyre, Assistant Superintendent - Student Services, 123 West Clay Street, Collinsville, Illinois 62234 (618)-346-6350; **Female Complaint Manager:** Mrs. Latoya Coleman, Director, Curriculum & Assessment, 123 West Clay Street, Collinsville, Illinois 62234 (618)-346-6350. **Title IX Coordinator:** Mr. Bradley Hyre, Assistant Superintendent - Student Services, 123 West Clay Street, Collinsville, Illinois 62234 (618)-346-6350 bhyre@cusd.kahoks.org.

IV. Consistent with federal and State laws and rules governing student privacy rights, the parents/guardians of all students involved in an alleged incident of bullying will be notified of such, along with threats, suggestions, or instances of self-harm determined to be the result of bullying, within 24 hours after the school's administration is made aware of the student's involvement in the incident. As appropriate, the school's administration shall also discuss the availability of social work services, counseling, school psychological services, other interventions, and restorative measures. The school shall make diligent efforts to notify a parent or legal guardian, utilizing all contact information the school has available or that can be reasonably obtained within the 24-hour period.

V. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things: 1) Making all reasonable efforts to complete the investigation within 10 school days after the date the report of a bullying incident was received and taking into consideration additional relevant information received during the course of the investigation about the reported bullying incident; 2) Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process; 3) Notifying the Building Principal or school administrator or designee of the reported incident of bullying as soon as possible after the report is received; 4) Consistent with federal and State laws and rules governing student privacy rights, providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Building Principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying; 5) The Superintendent or designee shall investigate whether a reported incident of bullying is within the permissible scope of the District's jurisdiction and shall require that the District provide the victim with information regarding services that are available within the District and community, such as counseling, support services, and other programs.

The District will make diligent efforts to notify parents or guardians of all students involved in the alleged incident of bullying, including all threats, suggestions, or instances of self-harm determined to be the result of bullying, within 24 hours after the administration is made aware of the students' involvement in the incident. The administration will discuss, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures for students involved.

VI. The Superintendent or designee may use interventions to address bullying, that may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.

VII. A reprisal or retaliation against any person who reports an act of bullying is prohibited. A student's act of reprisal or retaliation may be treated as a serious infraction for purposes of determining any consequences or other appropriate remedial actions.
VIII. A student will not be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However, knowingly making a false accusation or providing knowingly false information may be treated as a serious infraction for purposes of determining any consequences or other appropriate remedial actions.
IX. The District's bullying prevention and response plan is based on the engagement of a range of school stakeholders, including students and parents/guardians.
X. The Superintendent or designee shall post this Bullying Prevention and Response Plan on the District's Internet website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The Bullying Prevention and Response Plan will be distributed annually to parents/guardians, students, and school personnel, including new employees when hired, and must also be provided periodically throughout the school year to students and faculty.
XI. The Superintendent or designee shall assist the Board with its evaluation and assessment of this policy's outcomes and effectiveness. This process shall include, without limitation: 1) The frequency of victimization; 2) Student, staff, and family observations of safety at a school; 3) Identification of areas of a school where bullying occurs; 4) The types of bullying utilized; and 5) Bystander intervention or participation. The evaluation process may use relevant data and information that the District already collects for other purposes. The Superintendent or designee must post the information developed as a result of the policy evaluation on the District's website, or if a website is not available, the information must be provided to school administrators, Board members, school personnel, parents/guardians, and students.
XII. This Bullying Prevention and Response Plan is consistent with the policies of the school board. Students are encouraged to **immediately** report claims or incidences of bullying, harassment, sexual harassment, or any other prohibited conduct to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager, or any staff member with whom the student is comfortable speaking. Students may choose to report to a person of the student's same sex. An allegation that one student was sexually harassed by another student shall be referred to the Building Principal or Assistant Building Principal.
Any student of the District who is determined, after an investigation, to have engaged in bullying, intimidation or (sexual) harassment will be subject to disciplinary action as provided in this handbook, including but not limited to, suspension and expulsion consistent with the school and district's disciplinary policy. Any person making a knowingly false accusation regarding bullying, intimidation or (sexual) harassment will likewise be subject to disciplinary action including but not limited to, suspension and expulsion consistent with the school and district's disciplinary policy.
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*.

CYBER-BULLYING

Cyberbullying means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. *Cyber-bullying* includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of *bullying*. *Cyber-bullying* also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*.
Cellular telephones, cameras or any electronic devices used to harass or bully students or harass school personnel (ie. the student has i) been determined to have made an explicit threat on an Internet website against a school employee, a student, or any school-related personnel, (ii) the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and (iii) the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school) may be subject to the following disciplinary action: 1) In-School Suspension assignment, 2) Short Term Option Program (STOP) assignment, 3) Out-of-school Suspension for up to ten (10) days with a referral to the Board of Education for possible expulsion for up to two (2) years; 2) legal action through local law enforcement; and/or 3) revocation of driving privileges (with no refund). Cyberbullying using home-based or off-campus devices that results in a material and/or substantial disruption to the school and/or a true threat will constitute grounds for investigation as to whether or not the use violates applicable law or school rules. Should misuse be determined, the student may receive disciplinary consequences appropriate for the frequency and severity of the violation.
For more information and resource materials regarding cyberbullying and online harassment, please visit: https://www.edumed.org/resources/preventing-cyberbullying-and-harassment-online/

SEXUAL HARASSMENT

The school and district shall provide an educational environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. See Collinsville CUSD10 Board Policies 2:265, Title IX Sexual Harassment Grievance Procedure, and 2:260, Uniform Grievance Procedure.

Title IX Sexual Harassment

Sexual harassment affects a student's ability to learn and an employee's ability to work. Providing an educational and workplace environment free from sexual harassment is an important District goal. The District does not discriminate on the basis of sex in any of its education programs or activities, and it complies with Title IX of the Education Amendments of 1972 (Title IX) and its implementing regulations (34 C.F.R. Part 106) concerning everyone in the District's education programs and activities, including applicants for employment, students, parents/guardians, employees, and third parties. Title IX Sexual Harassment Prohibited Sexual harassment as defined in Title IX (Title IX Sexual Harassment) is prohibited. Any person, including a District employee or agent, or student, engages in Title IX Sexual Harassment whenever that person engages in conduct on the basis of an individual's sex that satisfies one or more of the following: 1. A District employee conditions the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct; or 2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's educational program or activity; or 3. Sexual assault as defined in 20 U.S.C. §1092(f)(6)(A)(v), dating violence as defined in 34 U.S.C. §12291(a)(10), domestic violence as defined in 34 U.S.C. §12291(a)(8), or stalking as defined in 34 U.S.C. §12291(a)(30). Examples of sexual harassment include, but are not limited to, touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, spreading rumors related to a person's alleged sexual activities, rape, sexual battery, sexual abuse, and sexual coercion. A person who wishes to make a report under this Title IX Sexual Harassment grievance procedure may make a report to the Title IX Coordinator, Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, a Complaint Manager, or any employee with whom the person is comfortable speaking. A person who wishes to make a report may choose to report to a person of the same gender. School employees shall respond to incidents of sexual harassment by promptly making or forwarding the report to the Title IX Coordinator. An employee who fails to promptly make or forward a report may be disciplined, up to and including discharge.

TEEN DATING

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.

In our District, teen dating violence is unacceptable. We are committed to providing our students with a school environment where they can learn free from worries about school violence. The purpose of this letter is to inform you of School Board policy, 7:185, Teen Dating Violence Prohibited, which is a component of the District's anti-bullying program. Research has shown that teen dating violence can form lifelong, unhealthy habits during young adults' formative years. Educating parents/guardians, students, and staff about teen dating violence can help us identify incidents of teen dating violence at school or school-related activities. The Board's policy states that teen dating violence occurs whenever a student 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. Students in grades 7 through 12 will receive age-appropriate instruction on teen dating violence including its warning signs and prevention. School staff will also receive training on handling the signs and incidents of teen dating violence. I have asked our school staff members to respond immediately and with compassion to a student who reports teen dating violence. After evaluating the situation to determine if an immediate referral to my office is needed, a staff member will give the student our form for reporting bullying, 7:180-AP1, E5, Report Form for Bullying. Finally, I have directed staff members to intervene immediately to stop incidents of teen dating violence occurring at school. They will proceed under our District's procedures for responding to incidents of bullying and school violence.

Below are some warning signs that your child may be involved in teen dating violence:

Name-calling and put-downs. Does one individual in the relationship call the other person names? Does he or she use insults to put the other person down?; **Extreme Jealousy**. Does one individual in the relationship act overly jealous when the other talks to peers? Does one person accuse the other of flirting even when it's innocent conversation?; **Making Excuses**. Does one individual in the relationship make excuses for the other? Does he or she have to apologize for the other person's behavior?; **Canceling or changing plans**. Does one individual cancel plans often, and at the last minute? Do the reasons make sense or sound untrue?; **Monitoring**. Does one person call, text message, or check up on the other constantly? Does he or she demand to know the other person's plans or with whom the other person was with?; **Uncontrolled Anger**. Have you seen one individual lose his or her temper? Does he or she throw things – or break things – when angry? Does one person in the relationship worry a lot about upsetting the other?; **Isolation**. Has one individual in the relationship given up spending time with friends? Has that individual stopped doing activities that used to be important?; **Dramatic Changes**. Have either of the individuals in the relationship had appearance changes? Has he or she lost or gained weight? Have his or her grades dropped? Does he or she seem depressed?; **Injuries**. Does one person in the relationship have unexplained injuries, or does he or she give explanations that don't make sense?; **Quick Progression**. Did the relationship get serious very quickly?

These signs do not necessarily mean that your child is involved in teen dating violence, but, if present, talk to your child about teen dating violence.

For more information about this issue, please see the Centers for Disease Control and Prevention's educational materials at: https://www.cdc.gov/violenceprevention/intimatepartnerviolence/teendatingviolence/fastfact.html.

HAZING

Soliciting, encouraging, aiding, or engaging in hazing is prohibited. 'Hazing' means any intentional, knowing, or reckless act directed against a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any organization, club, or athletic team whose members are or include other students. Students who engage in hazing that endangers

the mental or physical health or safety of another may be subject to disciplinary action including but not limited to, suspension and expulsion consistent with the school and district's disciplinary policy.

We encourage students and parents to notify the school office of any incidents regarding bullying immediately. The school will protect students against retaliation for reporting incidents of bullying, intimidation or (sexual) harassment. 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.

BUS TRANSPORTATION

Collinsville Unit 10 School District provides free bus transportation for students in accordance with the Illinois School Code through a private contractor, First Student Educational Services. Bus routes are determined by the contractor with district approval (and will be available only for students who live greater than 1.5 miles from the school). Questions about student transportation can be directed to First Student at 346-8605 or the district office at 346-6350.

BUS SAFETY: RULES & REGULATIONS

The following is a list of expected conduct for students to follow when utilizing bus transportation to school, from school or during student activities/athletic events: 1. Be aware of moving traffic and pay attention to your surroundings; 2. Dress properly for the weather. Make sure all drawstrings, ties, straps, etc. on all clothing, backpacks and other items, are shortened or removed to lessen the likelihood of them getting caught in bus doors, railings or aisles; 3. Arrive on time at the bus stop and stay away from the street while waiting for the bus; 4. Stay away from the bus until it stops completely and the driver signals you to board. Enter in single file without pushing. Always use the handrail; 5. Take a seat right away and remain seated facing forward. Keep your hands, arms, and head inside the bus; 6. Talk quietly on the bus. No shouting or creating loud noises that may distract the driver. Tablets, computers, smart phones, smart watches, and other electronic devices must be silenced on the bus unless a student uses headphones; 7. Help keep the bus neat and clean. Keep belongings out of the aisle and away from emergency exits. Eating and drinking are not allowed on the bus; 8. Always listen to the driver's instructions. Be courteous to the driver and other students. Sit with your hands to yourself and avoid making noises that would distract the driver or bother other passengers; 9. Wait until the bus pulls to a complete stop before standing up. Use the handrail when exiting the bus; 10. Stay out of the danger zone next to the bus where the driver may have difficulty seeing you. Take at least five giant steps (10 feet) 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; If you must cross the street after you get off the bus, wait for the driver's signal and then cross in front of the bus. Cross the street only after checking both ways for traffic, even after the driver's signal; 12. Never run back to the bus, even if you dropped or forgot something.

Resources regarding School Bus Safety Rules.

1. National Highway Traffic Safety Administration - **School Bus Safety**
https://one.nhtsa.gov/people/injury/buses/getting_to_school/schoolbus2.html
2. U.S. Department of Transportation - **School Bus Safety Campaign Material** www.trafficsafetymarketing.gov/get-materials/school-bus-safety/evergreen-campaign-material
3. National Safety Council - **Tips for a Safe Ride**
www.nsc.org/home-safety/tools-resources/seasonal-safety/back-to-school/bus
4. Illinois State Police - **School Bus Safety**
https://isp.illinois.gov/StaticFiles/docs/TrafficResources/5-542.pdf
5. Illinois State Board of Education - **School Bus Safety What Parents Should Know**
www.isbe.net/Documents/bus_safety_parents.pdf
6. Illinois State Board of Education - **Instructions To School Bus Riders**
www.isbe.net/Documents/bus_ride_instruct.pdf

All students are expected to follow the District's School Bus Safety Guidelines and all school rules when riding the school bus to school, from school or during student activities/athletic events. A student may be suspended from school and/or riding the school bus for up to 10 consecutive school days for engaging in gross disobedience or misconduct, including but not limited to, the following: 1) Prohibited student conduct as defined in the Student Discipline 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 the bus driver's or other supervisor's directives; 6) Boarding a school bus which services other schools within the C.U.S.D. 10 District; 7) Entering the bus from or exiting the bus to a location other than the student's assigned stop without prior approval from First Student or the School administration, 8) Other behavior(s) identified by the administration deemed to threaten the safe operation of the bus and/or its occupants. School rules will apply for students when utilizing bus transportation to school, from school or during student activities/athletic events. The district's regular suspension procedures shall be used to suspend a student's privilege to ride a school bus. 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.

PARENT RESPONSIBILITIES REGARDING BUSES

1. Make certain that your child is at the bus stop on time each morning.
2. Accept joint responsibility with the school authorities and bus driver for proper conduct on the bus.

3) Parents of kindergarteners and first graders are responsible to meet their child's bus each day or designate a responsible individual to be with their child during pick up and drop off times.

STUDENTS RIDING A BUS WITH A FRIEND

Please be advised that parent permission, administrative permission and bus driver permission is required if a student wants to board a bus or be dropped off at a different location other than his/her designated home bus stop.

USE OF VIDEO CAMERAS ON SCHOOL BUSES

Video cameras may be used on school buses as necessary in order to monitor conduct and maintain a safe environment for students and employees. The contents of the videotapes are student records and are subject to District policy and procedure concerning school student records. Only those individuals with a legitimate educational or administrative purpose may view the videotapes. In most instances, individuals with a legitimate educational or administrative purpose will be the Superintendent, Building Administrators, Transportation Director, bus driver, and sponsor, coach, or other supervisor. If the content of the videotape is contested within a formal proceeding, it will be treated like any other evidence. If you have any questions regarding the bus company rules and regulations, please contact First Student Bus Company at 618-346-8605.

FIRSTVIEW GPS BUS TRACKING

In continued partnership with our transportation provider, First Student, Collinsville CUSD10 has launched FirstView, a bus tracking and parent communications app for your smartphone or desktop. 1) **Live Tracking:** The FirstView map screen shows you the location and direction of your student's bus, for both morning and afternoon trips. FirstView also provides caregivers with confirmation when the trip is complete. **2) Customizable Bus Proximity Notifications:** With FirstView, you set up a geofence around the assigned bus stop and are alerted when the bus enters the geofence. The geofence size and alert times are customizable, so parents are in control of their notifications. Students should still be at their assigned bus stop 10 minutes prior to the scheduled arrival time. **3) Custom Alerts and Messages:** Set up push or email notifications alerting you when your student's bus enters the geofence. Connect up to three additional email accounts (including your own) to receive email alerts. This is a great feature for grandparents or caregivers. **4) Multi-Stop View:** Buses for all your students can be tracked with FirstView. Using individual colors for each student, the bus assigned to each student's route appears on the map in the same color as the student for easy viewing. **5) Secure and Easy Access:** FirstView requires a password-protected account for app set-up. This way, only you can view your student's stop! These codes are provided by your district/school. Please click **HERE** to get started. A registration guide may be accessed by clicking **HERE**.

CAFETERIA SERVICES

Collinsville Unit School District Ten offers student lunches as a part of the National School Lunch Program. The Collinsville Community Unit School District contracts its food service program with Sodexo USA. In addition to meal planning, storage, preparation and delivery of meals to the district's schools, Sodexo also facilitates the processing of free and reduced meal applications for eligible students.

FREE AND REDUCED MEALS

Community Eligibility Program - The Collinsville CUSD10 is excited to announce a new effort to help end childhood hunger in the Collinsville School District. The Community Eligibility Provision (CEP), a key provision of The Healthy, Hunger Free Kids Act of 2010, allows qualified districts and schools to serve all students free meals without the burden of collecting household applications. For the 2023-2024 school year, CEP has been adopted throughout all schools in the Collinsville Community Unit 10 School District. The Community Eligibility Provision is part of the National School Lunch Program (NSLP) and the School Breakfast Program (SBP). These programs are federally assisted meal programs established under the National School Lunch Act that provide nutritionally balanced, low-cost or free lunches to students each school day. They are administered at the federal level by the USDA and at the state level by ISBE. The newly adopted CEP will allow for the provision of 'Type A' free meals (breakfast and lunch) to all students in Unit 10 and will save the District and individual schools time and money by streamlining paperwork and administrative requirements. CEP gives food service professionals more time to focus on preparing nutritious meals their students will enjoy, and gives students more time to eat those meals by cutting down on time spent in the lunch line. Because all students receive meals at no charge, individual children in our schools no longer have to worry about the stigma associated with free or reduced price status. And most importantly, by offering all students a nutritious breakfast and lunch at no cost, the CEP provisions help boost participation, helping schools ensure more students come to class well-nourished and ready to learn. No registration is required for students to dine at school. Students may simply walk through the serving line on any day and select their "Type A' meal components during designated breakfast and lunch times. Café staff may ask students to enter their I.D. number at the register. Our menus follow the nutrition guidelines and serving sizes established by the federal nutrition guidelines for school meals. For more information, visit: http://www.fns.usda.gov/school-meals/community-eligibility-provision.

Direct State Certification - Households eligible for food stamps or Temporary Assistance for Needy Families (TANF) receive a child-specific letter in July of each year from the Illinois Department of Human Services. This letter is to be returned to the school the child attends in order for the child to receive free meal benefits. If this "direct certification" letter is submitted to the school, the parent/guardian DOES NOT need to complete the Application for Illinois Free Lunch and Breakfast.

MEAL POINT OF SALE (DEBIT CARD) SYSTEM

Students attending schools in Collinsville Unit 10 may use the Cafe Enterprise point of sale card (debit) system. The point of sale system allows a parent/guardian to pay in advance for meals and/or a la carte foods (juice drinks, ice cream, cookies, etc.) Students

may continue to pay cash on a daily basis if they choose. The system works with a 12-key PIN pad (located near the end of the serving line) that is similar to an automated teller machine (ATM). The pad allows each student to enter their 6-digit personal identification number (PIN) to access their account. The student's PIN number is unique and should be memorized. The system is very confidential. All students will be required to enter their PIN number regardless of meal status or payment method, thus ensuring every child's privacy.

All students will have an established debit account, although they will not be required to make advanced payments because the system has the ability to act as a cash register and can accept cash payments on a daily basis. However, for a parent/guardian's convenience, the three options are available for making advance payments (see below). To prevent fraudulent use of student accounts, student photos are loaded into the system. These digital images appear on the monitor for the cashier to view every time a child accesses his or her account, therefore ensuring that no other student can use another child's account.

Money is deducted when the student uses the account to purchase meals and/or a la carte items. The system knows the meal status of each student (full-pay, free, or reduced) and will deduct the correct amount from the account. There is no limit on the amount of money that can be deposited into a debit account. When account balances fall below $5, the cashier will remind the student that additional money should be deposited or brought to school to continue purchasing meals and/or a la carte items.

A payment form is available in the PDF Library on the C.U.S.D. 10 Website. Once completed and printed, this form should be returned with each deposit. For safety purposes, we recommend that advanced payments be sent in the form of a check. Checks should be made payable to Collinsville C.U.S.D. 10. If a payment is sent for more than one student in the same school, an indication of the amount of money to be deposited for each student should be made on the form. If an amount is not specified, the deposit amount will be divided equally between siblings' accounts. If a payment option is not specified, all monies will be deposited under OPTION PLAN #1 - Cash On Account.

ADVANCED PAYMENT OPTIONS

OPTION #1: Cash on Account -- A cash debit account is created by making a payment of a certain dollar amount ($5.00, $10.00, $20.00, etc) to the cafeteria. These funds are then deposited into the student's debit account and are available when the student purchases meals and/or a la carte foods in the cafeteria. There are no limitations as to what may be purchased or how many purchases can be made. The account balance simply decreases as purchases take place.

OPTION #2: Prepaid Meals Only -- Monies put on account can be designated for student meals only. No snacks or a la carte food items can be purchased with this payment. Students would need to pay cash for any snack or a la carte items being purchased. To calculate, determine the number of meals to purchase and then multiply by the price of the meal. Any number of meals may be purchased at one time.

OPTION #3: Both: Cash on Account and Prepaid Meals Only - Parents/guardians may purchase Prepaid Meals and put "cash on account". This option ensures that the student receives a lunch and allows him or her to purchase a la carte foods as well. However, there are no limitations as to what foods may be purchased a la carte, or how many a la carte purchases can be made. When making a payment for both, it is necessary for the parent/guardian to state clearly how much money is for prepaid meals and how much is for "cash on account".

CAFETERIA ETIQUETTE (CHS)

The cafeteria management appreciates every student's cooperation. All students should display good manners at all times and should always dispose of trash in the appropriate receptacles. Students should leave the table and floor around their place clean for others.

During breakfast and lunch the following rules apply: 1) Students are expected to be out of the main and vocational building before the end of the 5-minute passing period; 2) Students who break for lunch must exit promptly and in a manner that will not disturb on-going classes; 3) Food and soda will be allowed outside. However, it is against the rules to bring any food or drink into the main building. It is the responsibility of the student to keep the grounds free of litter. Students may not bring food from outside vendors (ie. fast food restaurants) over lunch hours to eat in the cafeteria.

Violation of Cafeteria Etiquette expectations will result in disciplinary action in accordance with the District's disciplinary procedures

CAFETERIA ETIQUETTE (CMS/DIS/ELEMENTARY)

The cafeteria management appreciates every student's cooperation. All students should display good manners at all times and should always dispose of trash in the appropriate receptacles. Students should leave the table and floor around their place clean for others.

During breakfast and lunch the following rules apply: 1) Students shall not save seats for other students; 2) Students shall walk to lunch and shall be orderly and quiet during lunch; 3) No food shall leave the cafeteria; 4) Loud talking, yelling, screaming, and other disruptions are prohibited; 5) Students shall not throw food, milk cartons or other items; 6) Students shall not trade food; 7) Students shall follow the instructions of the lunchroom aides and show proper respect toward all cafeteria personnel; 8) Students shall remain seated while in the cafeteria except when given permission to throw away trash; 9) Students shall immediately become silent when staff or presenters make announcements in the cafeteria; 10) Students shall report spills and broken containers to cafeteria staff immediately; 11) Students shall be dismissed from the cafeteria by the lunchroom monitor; 12) Soda, glass containers and knives of any type are not allowed at school; 13) Fast food may not be delivered to students at school; 14) Food items from home may not be ones that require refrigeration or heating/cooking.

Violation of Cafeteria Etiquette expectations will result in disciplinary action in accordance with the District's disciplinary procedures.

CAFETERIA MEALS

Type "A" Meal consists of the 5 components: 1) Entrée; 2) Three side items; 3) Milk (optional). The NSLP has five food components: 1) grains, 2) meat/meat alternate, 3) fruits, 4) vegetables, and 5) milk. *Requirements:* You must have at least 3 items on your tray, consisting of the following: 1) Entrée; 2) Two side items; 3) Milk (optional); Ala Carte Items are those items purchased separate from a regular meal, and will be available for purchase (example: patty melt, cheeseburger, fries, etc.). Please contact the school office regarding any dietary concerns.

Meal Prices for 2025-2026		
Grade Level	Breakfast (Type A)	Lunch (Type A)
PreK - 6	Free	Free
CMS	Free	Free
CHS	Free	Free
Staff	$2.00	$4.00

MEAL CHARGES

The Building Principal and District staff will work jointly to prevent meal charges from accumulating. Every effort to collect all funds due to the District will be made on a regular basis and before the end of the school year. Contact your Building Principal or designee about whether your child(ren)'s charges may be carried over at the end of the school year, i.e., beyond June 30th.

Unpaid meal charges are considered delinquent debt when payment is overdue as defined by Board policy 4:45, *Insufficient Fund Checks and Debt Recovery* and the Hunger-Free Students' Bill of Rights Act (105 ILCS 123/). The District will make reasonable efforts to collect charges classified as delinquent debt, *including repeated contacts to collect the amounts and, when necessary, requesting that the student's parent(s)/guardian(s) apply for meal benefits* to determine if the student qualifies for such benefits under Board policy 4:130, *Free and Reduced-Price Food Services*. The District will provide a federally reimbursable meal or snack to a student who requests one, regardless of the student's ability to pay or negative account balance. When a student's funds are low and when there is a negative balance, reminders will be provided to the staff, students, and their parent(s)/guardian(s) at regular intervals during the school year. State law allows the Building Principal to contact parents(s)/guardian(s) to attempt collection of the owed money when the amount owed is more than the amount of five lunches. If a parent/guardian regularly fails to provide meal money for the child(ren) that he/she is responsible for in the District and does not qualify for free meal benefits or refuses to apply for such benefits, the Building Principal or designee will direct the next course of action. Continual failure to provide meal money may require the District to notify the Ill. Dept. of Children and Family Services (DCFS) and/or take legal steps to recover the unpaid meal charges, up to and including seeking an offset under the State Comptroller Act, if applicable.

CAMPUS MONITORS

The Collinsville C.U.S.D. No. 10 Board of Education has appointed campus monitors with duties and responsibilities to assist the teachers and administrators with maintaining order, discipline, and supervision on campus. The monitors are authorized school personnel. In disciplinary and supervisory situations, the monitors stand in place of a teacher in their absence. Failure to cooperate with the monitors in maintaining discipline on campus will result in disciplinary action in accordance with school policies and procedures.

CELL PHONES, SMARTPHONES, HEADPHONES, EARBUDS, ELECTRONIC COMMUNICATION DEVICES, MOBILE INTERNET DEVICES, META A SMART GLASSES, PERSONAL LAPTOPS, NETBOOKS

The Collinsville CUSD10 personal electronic devices policy has been developed to increase learning, improve mental health, and foster community in our classrooms and schools. Research has shown that limiting personal electronic device use during instructional time creates a more focused, engaging, and supportive learning environment, by minimizing disruptions, helping to prevent cyberbullying, and encouraging in-person social interactions among students. In addition to the academic benefits, personal electronic device limitations help to improve students' mental health by reducing students' exposure to social media during the school day.

The use of electronic devices and other technology at school is a privilege, not a right. An electronic device includes, but is not limited to, the following: cell phone, smartphone, headphone, earbuds, audio or video recording device, Meta AI smart glasses, personal digital assistant (PDA), iPod©, iPad©, laptop computer, tablet computer or other similar electronic device. Students are prohibited from using electronic devices, except as provided herein (or otherwise determined by federal or state statutes or as outlined in Illinois School Code).

Collinsville High School

During instructional time, during passing periods or in academic areas (to include study halls), personal electronic devices must be kept powered-off and out-of-sight. During instructional time, during passing periods and in academic areas (to include study halls), these personal devices should not be seen or heard. Students are allowed to use personal electronic devices prior to the first bell at 7:40AM and in the cafeteria/cafeteria patio during the student's assigned lunch period. Students may not have Meta AI smart glasses within the school during the school day. School issued Chromebooks may be used during instructional time as permitted by the classroom instructor.

Collinsville Middle School, Dorris Intermediate School, Elementary Schools

During the school day, personal electronic devices must be kept powered-off and out-of-sight. Students may not have personal electronic devices either visible or heard while on school property beginning when they enter the building until they leave the building. These devices should not be seen or heard during school hours. School issued Chromebooks may be used during instructional time as permitted by the classroom instructor. Cell phones are not to be used to contact parents during school hours. If a parent needs to be contacted, an office phone may be used.

All disciplinary action is determined on a case-by-case basis by school officials. Students may be subject to the following disciplinary actions for violation of the Cell Phone, Smartphone, Electronic Communication Devices, Mobile Internet Devices, Personal Laptops, Netbooks policy: 1) Notifying parent(s)/guardian(s); 2) Disciplinary conference; 3) Withholding of privileges (with no refund for charged privileges); 4) Temporary removal from the classroom; 5) Restriction from being on school grounds and at school activities; 6) Return of property or restitution for lost, stolen, or damaged property; 7) Detention; 8) In-school suspension; 9) Seizure of contraband, confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules; 10) Suspension of bus riding privileges in accordance with Board policy 7:220; 11) Short Term Option Program (STOP) assignment; 12) Out-of-school suspension from school and all school activities for up to ten (10) days in accordance with Board policy 7:200, Suspension Procedures. 13) Expulsion from school and all school activities for a definite time period not to exceed two calendar years in accordance with Board policy 7:210, Expulsion Procedures. A student who has been expelled may also be restricted from being on school grounds and at school activities; 14) Notifying juvenile authorities or other law enforcement.

Technological devices may not be used to invade the privacy of any student or staff member, to violate the rights of any student or staff member, or to harass any student or staff member. Actions including, but not limited to, harassing or bullying students or harassing school personnel, taking still photos or videos of other students or district employees without prior consent (ie. taking still photos or videos of other students engaged in a physical or verbal confrontation), recording an individual's voice or image without consent, transmitting still photos, audio and/or videos of other students or district employees in any manner, including but not limited to uploading them to internet websites, without prior consent, or storing/accessing personal and/or academic data without consent are prohibited and subject to disciplinary action and referral to legal authorities. Picture phones and other recording devices are banned from locker rooms, bathrooms, changing rooms and any other school facility location where a person's expectation of privacy should be respected. The possession or distribution (including attempt to obtain or distribute) lewd images (including sending, receiving, or possessing sexually explicit or otherwise inappropriate pictures or images, commonly known as 'sexting') is prohibited and subject to disciplinary action and referral to legal authorities. Students may not use technological devices to invade the privacy of any student or staff member, to violate the rights of any student or staff member, or to harass any student or staff member as described above.

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/her parents/guardians to provide a password or other related account information to gain access to the student's account or profile on a social networking website.

The School District is not responsible for the loss, theft or damage of any electronic device brought to school.

CHANGE OF ADDRESS

Any change in the student's address or phone number must be reported to the Collinsville Unit 10 Enrollment Office as promptly as possible. Any change in the student's address requires proper documentation. This enables the school to send all mail to the proper address and to contact the home when necessary.

CHARACTER EDUCATION

Collinsville Unit 10 School District is a proud participant of the Characterplus Way for Southern Illinois. This program is a Madison County, IL Character Education partnership with the U.S. Department of Education (Office of Safe and Drug Free Schools). This initiative integrates Character Education into the school's mission, policies, professional development and academic curricula. Consequently, it becomes a critical component in student learning. We believe that one of the most important functions

of schools is to reflect and reinforce positive character traits and to teach the rights and responsibilities of citizenship. Working in partnership with our community, we hope to improve each student's chances of experiencing life-changing success.

CLASSIFICATION OF STUDENTS (COLLINSVILLE HIGH SCHOOL)

Students enrolled at Collinsville High School are classified according to the number of credits earned in the following manner:

0 – 4.75 credits	Freshman Classification	10.0 – 14.75 credits	Junior Classification
5.0 – 9.75 credits	Sophomore Classification	15.0 + credits	Senior Classification

CLASSROOM PLACEMENT/STUDENT ASSIGNMENT (DORRIS INTERMEDIATE & ELEMENTARY SCHOOLS)

Placements of students in a particular class is left to the discretion of the building principal. The educational and administrative staff makes all efforts to create equitable classes. Several variables are considered when creating class assignments each year. In order to assist each student in being successful, consideration is given to the learning style of each individual child.

CLOSED CAMPUS (COLLINSVILLE HIGH SCHOOL)

Collinsville High School maintains a closed campus. Upon arrival to school, regardless of means of transportation (ie. car, bus, walking), students are required to remain on campus and must report to supervised areas. Students must remain on campus until school dismissal. except for: 1) Approved early dismissals (see Attendance Policy-Early Dismissal), 2) Co-op academic obligations and 3) Excused early dismissal from an administrator. Once school begins, students shall not enter parking lots or other 'restricted' areas without prior written permission from the main office. A restricted area is defined as any area other than which is listed on the student's schedule. Students shall not loiter at any time in restrooms, parking lots, and 'restricted areas'.

During the school day, students must have administrative permission to go to the parking lot. Students who leave campus after proper clearance (home and school) must sign out in the high school office, stating their name, reason for leaving and time of departure. Any student who leaves school without following proper 'Early Dismissal' school procedures will be considered truant and may lose their driving privileges for the remainder of the year.

During inclement weather, students arriving on campus before 7:45 A.M. may be permitted in the cafeteria and/or cafeteria lobby. Students will not be permitted to: 1) Enter the Main Building, 2) Remain on the parking lots or in vehicles, and 3) Congregate by the front of the building. Students remaining on campus after the conclusion of the school day are restricted to reserved areas of the building or grounds.

CODE OF CONDUCT FOR ATHLETICS (COLLINSVILLE HIGH SCHOOL)

PURPOSE

This code has been adopted by the Board of Education of Collinsville Community Unit School District Number Ten (10) and applies to all students in grades 9-12 who desire to participate in athletics and student extracurricular activities. This code applies to all events 24/7 365 days during the calendar year (and summer practice season) and not just during the specific sport season (see Rules in Effect). The Board of Education believes the use of tobacco, alcohol or other performance altering substances by a student who participates in athletics and student activities and the use of prescription medication when not prescribed for the student for a particular and appropriate medical purpose or used inconsistent with the physician's recommended dosage, presents a hazard to the health, safety and welfare of the student and to those with whom the student participates or competes.

The Board of Education also believes that students should be held to high standards of conduct with regard to other prohibited behaviors as detailed in the Collinsville Unit 10 District Handbook. Any student that is involved in acts of gross disobedience and misconduct will be subjected to the penalties outlined in this code of conduct. These acts may include, but are not limited to: fighting, vandalism, theft, harassment, hazing, the use, possession, distribution, or attempted distribution of any tobacco products and/or illegal/nonprescription or prescription drugs, look–alike drugs; or use, distribution or sale of alcoholic beverages, the setting off of a fire alarm; and/or the possession/use or threat to use a weapon. Students are prohibited from being physically present at any location where there is illegal use or possession of drugs or any location where there is the underage consumption/possession of alcohol. When there is underage consumption/possession of alcohol and/or use or possession of illegal drugs in any form at any location, the student is required under this policy to immediately leave the location and must report the incident to the Athletic Director or school administrator within 24 hours. A student's failure to immediately depart the location and/or failure to report the incident to the Athletic Director or school administrator within 24 hours shall constitute a violation of this policy and will subject the student to Level A or Level B disciplinary action. The Board of Education has determined that participation in athletics and student activities is a privilege, not a right. With the privilege to participate come certain responsibilities. If a student fails to comply with the terms of this policy, the privilege to participate in athletics, and/or student activities may be lost in accordance with the terms of this policy. It is the sincere intent of the Board of Education to establish a policy that encourages students to practice good health habits and appropriate responsible behavior. The Board of Education has attempted to adopt a policy that protects the safety and integrity of the student body as well as the participants in athletics and student activities.

SPECIAL RULES RELATED TO CRIMINAL FELONY CHARGES/OFFENSES

Southwestern Conference member districts shall monitor student athletes and take immediate corrective action against any student athlete using taunting, unsportsmanlike and/or threatening language at a Southwestern Conference event. The Southwestern Conference prohibits students from participating in conference events if the student is charged with a criminal felony offense or an offense, which would be a felony if committed by an adult, or a misdemeanor offense as listed in Section 24-1, 24-3, or 24-3.1 of the Criminal Code, pertaining to weapons and firearms. The student shall remain ineligible to participate in conference events until the criminal charge(s) are adjudicated or dismissed. A student convicted of a felony or adjudicated delinquent for an offense which would be a felony if committed by an adult, or a misdemeanor offense as listed in Section 24-1, 24-3 or 24-3.1, of the Criminal Code, pertaining to weapons and firearms shall be ineligible to participate in Southwestern Conference events for a period of one calendar year from the date of conviction. District 10 will apply this Southwestern rule to all students participating in all non-conference events and extracurricular activities.

CODE OF CONDUCT VIOLATION

A student's participation in athletic events and extracurricular activities is a privilege not a right. The athletic director and/or building administrator shall conduct an investigation of charges that an athlete has engaged in any act of gross disobedience or misconduct. The athletic director and/or building administrator shall make a preliminary determination, based upon the results of the investigation, as to whether prohibited conduct has, in fact, occurred. Once a determination that an act of gross disobedience or misconduct has occurred, the Code of Conduct Committee will convene to determine athletic disciplinary action. The committee will consist of the Athletic Director, the Assistant Athletic Director, the building Principal or another administrator designated by the Principal, and a minimum of one (1) Varsity Coach to be determined by the Principal and/or Athletic Director. Pending the Code of Conduct Committee review, the athletic director and/or building administrator shall suspend the student athlete from participation in all athletic competition. As soon as possible, the student and his/her parent(s)/guardian(s) will be notified of all charges and disciplinary action (including, but not limited to, suspension and/or removal from the team). The student and his/her parent(s)/guardian(s) may respond in writing to the charge(s) and disciplinary action taken for review by the Superintendent and/or his/her designee. This opportunity to have a review of the disciplinary action is the final step in this process. If a student is charged with an offense reported to the District pursuant to a reciprocal reporting agreement with local law enforcement and that offense is not already listed below as a Level A, B or C Offense, the student will be excluded from participating in all athletic and extracurricular activities for a period of time determined appropriate by the Administration.

VIOLATION LEVELS DEFINED:

Level A Offense: Includes, but is not limited to, the use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, or being under the influence of alcohol; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase or being under the influence of marijuana or any controlled drug or controlled substance unless authorized under board policy and Ashley's law; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase or being under the influence of a harmful, illegal or across the counter drug; The use, possession, distribution (including attempt to use, obtain or distribute), sale, or purchase of any performance enhancing substance on the Illinois High School Association's most current banned substance list (unless administered in accordance with a prescription); The use, possession, distribution (including attempt to use, obtain or distribute) sale, or purchase of any inhalant (or paraphernalia for an inhalant), regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system.; The use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances unless authorized under board policy and Ashley's law; The use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of "look-alike" or counterfeit drugs, including a substance not containing an illegal drug or controlled substance, but one: (a) that a student believes to be, or represents to be, an illegal drug or controlled substance; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug or controlled substance; The use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of any weapons (including guns and knives and/or look alike weapons).

Level B Offense: Includes, but is not limited to, the use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of any tobacco products; (including electronic cigarettes); Theft or the vandalizing personal or school property; Any violation of the CHS Bullying, Intimidation, Hazing, Sexual Harassment, Fighting, Threat of Violence policy as outlined in the CHS Student and Parent Handbook; Activity that may be considered by the Code of Conduct Committee to be unsportsmanlike conduct (such conduct may include, but is not limited to, violation of team rules, profanity, disrespect, including behaviors verbal or in writing that are abusive or derogatory in nature, etc.); Such conduct may occur on or off-campus and during non-participation in an activity governed by this section.

For purposes of these rules, the term "possession" includes being physically present at a student party or social gathering in which there is underage possession or use of alcohol or possession or use of illegal substances and failing to immediately depart the location and file a report with the Athletic Director or school administrator within 24 hours; or having control, custody, or care, currently or in the past, of an object or substance, including situations in which the item is: (a) on the student's person; (b) contained in another item belonging to, or under the control of, the student, such as in the student's clothing, backpack, or

automobile; (c) in a school's student locker, desk, or other school property; (d) at any location on or off school property or at a school-sponsored event; or (e) in the case of drugs and alcohol, substances ingested by the person. Students who have consumed any prohibited substance are treated as though they have the prohibited substance, as applicable, in their possession.
The costs associated with any assessment, educational program, or treatment referred to herein shall be borne exclusively by the student and their parent(s)/guardian(s).

RULES IN EFFECT

This Code of Conduct will be enforced on a year-round basis — student behavior expectations may be enforced 24 hours per day/seven days per week. Disciplinary consequences for violations when a student is "out of season" or during the summer normally will be levied in the student's next period of competition or performance. If a violation of this policy occurs during times when school is not in session (i.e., summer break), students may be disciplined the following school year. Further, discipline imposed at the end of the school year may be enforced the following school year. The disciplinary actions for the Code of Conduct violations are the minimum that can be taken. A coach's policies may exceed the listed disciplinary actions. Coaching policies shall be kept on file in the athletic director's office. Student athletes who are suspended from the team but not school may attend games dressed in street clothes and sit with the team.

The athlete must attend all practices and contests during the time he/she is serving the disciplinary consequence. The student must complete the sport season for the consequences to be considered served. Students are prohibited from circumventing the penalty by enrolling in a sport in which he or she has not participated in previous years. In determining the timing of the disciplinary consequence, the Administration shall take into consideration the student's participation in athletics and activities from prior years. Athletes quitting the team during the season will not be permitted to join another team during that season unless mutually agreed upon by both coaches. Further, any participant who has an outstanding obligation to another sport will not be permitted to participate until the obligation has been satisfied. A student must be academically eligible at the end of the season and finish the season as a team member in good standing with the CHS Athletic Department and CHS school administration (ie. not in violation of the Code of Conduct policy) to receive a CHS Athletic Letter and/or other CHS Athletic awards for that season.

GUIDELINES FOR ATHLETIC CODE OF CONDUCT VIOLATIONS

Suspensions may be for greater or lesser periods, depending upon the severity of the violation involved.

	LEVEL A OFFENSE	LEVEL B OFFENSE
FIRST OFFENSE	The student shall be suspended for twenty two percent (22%) of the contests scheduled for the athletic activity, with limitations as set forth by the IHSA.	The student shall be suspended from all athletics for a period of eleven percent (11%) of the contests scheduled for the athletic activity, with limitations as set forth by the IHSA.
SECOND OFFENSE	The student shall be suspended for fifty percent of the season if found to have committed 2 level A offenses, with limitations as set forth by the IHSA.	The student shall be suspended for twenty two percent (22%) of the contests scheduled for the athletic activity, with limitations as set forth by the IHSA.
THIRD OFFENSE	The student shall be suspended from the athletic program (practices and scheduled contests) for the remainder of his/her high school career.	The student shall be suspended from the athletic program (practices and scheduled contests) for a period of 365 days from the point of the violation.
FOURTH OFFENSE		The student shall be suspended from the athletic program (practices and scheduled contests) for the remainder of his/her high school career.

Parent(s)/guardian(s) must sign the Student/Parent Handbook Receipt during the online registration process. The signing of the Handbook (which includes the aforementioned Athletic Code of Conduct) will remain in effect for one full calendar year. Eight semesters of high school is a student's maximum length of eligibility.

CODE OF CONDUCT FOR STUDENT ACTIVITIES (COLLINSVILLE HIGH SCHOOL)

Confirmed violations are defined as violations that have been verified by the Athletic Director/Administration through investigation and with possible involvement of the School Resource Officer/Civil Authorities.

PURPOSE

The staff of Collinsville High School believes strongly in the education value of all school sponsored activities. The important goals of the activities programs are to give students direction in developing healthy living habits, self-discipline, leadership, teamwork, and respect for rules and regulations. Participation in student activities is considered an extension of, but separate from, the regular high school program. While the regular curricular program is a right afforded to each student, participation in the co-curricular program is a privilege and such carries certain expectations and responsibilities beyond those found in the normal classroom situation. It is to these ends that a code of conduct is established for young people taking part in the student activities program. This code applies to all events during the school year and not just during the specific activity/club season.

EXPECTATION (REQUIREMENTS)

Students involved in extracurricular clubs and activities are expected to: 1) Comply with all organizational bylaws; 2) Adhere to all rules set forth in the student handbook; 3) Refrain from the use or possession of alcohol and other controlled substance (drugs) in accordance with the provisions of school policies; 4) Exhibit conduct becoming a CHS representative including respect of persons and property at all times; 5) Any student nominated for a position in the coronation court, honor society, offices nominated by staff, faculty and student body must not have had any disciplinary referrals for the year (exception - tardies to school).

PROCEDURES FOR A BREACH OF THE CODE OF CONDUCT

For violations of the Activities Code of Conduct (due to violation of the expectations listed above), the class/club sponsor will discuss/initiate the appropriate disciplinary action after consultation with the Assistant Principal. The Assistant Principal will then inform the student's parent or guardian of the violation and resulting disciplinary action. Further, when necessary, the Principal or designee will inform other sponsors.

CODE OF CONDUCT FOR ATHLETICS/STUDENT ACTIVITIES (COLLINSVILLE MIDDLE SCHOOL)

The Board of Education, the Administration, and the Coaches and Sponsors of all co-curricular activities at Collinsville Middle School (CMS) have high expectations of those who represent our school on all teams and in all other activities. CMS students involved in co-curricular activities are expected to conduct themselves in a manner that reflects integrity on themselves, their group/team, and the school. Participation in the CMS co-curricular activities program is considered a privilege, not a right.

You should be aware that this code does not contain a complete list of inappropriate behavior as a CMS participant. In addition to the things listed, CMS participants will be expected to demonstrate excellent conduct in their classrooms, in the community, and in the activities themselves. Nothing less is acceptable.

The Board of Education, the Administration, and the Coaches and Sponsors of Collinsville Middle School consider the following as violations of the ideals of the CMS co-curricular program that warrant the indicated actions.

1. Confirmed involvement in the use or possession of a controlled substance.
2. Confirmed involvement in the use or possession of an alcoholic beverage.
3. Violation of the rules and regulations of CMS or Unit 10 that result in an out of school suspension three days or greater.

First Offense – Participant may be suspended from the activity for a period of up to two (2) weeks.
Second Offense – Participant may be excluded from all teams or other co-curricular activities for a period of one (1) calendar year.
Third Offense – Participant may be excluded from activities for the remainder of his/her middle school career.
*Note: Each Offense also may involve school discipline as well at the administration's discretion.
The above violations are cumulative during the Participant's middle school career.

The Board of Education, the Administration, and the Coaches and Sponsors of Collinsville Middle School consider the following as violations of the ideals of CMS co-curricular activity program which warrant the indicated actions.

1. Smoking or any use of any kind of tobacco products.
2. Stealing or vandalizing personal or school property.

First Offense – Participant may be suspended from activities for a period of up to two (2) weeks.
Second Offense – Participant may be suspended from activities for a period of ninety (90) calendar days.
Third Offense – Participant may be excluded from activities for a period of one (1) calendar year.
*Note: Each Offense also may involve school discipline as well at the administration's discretion.

The Board of Education, the Administration, and the Coaches and Sponsors of Collinsville Middle School consider the following as violations of the ideals of the CMS co-curricular program that warrant the indicated actions.

1. Violation of the rules and regulations of CMS that result in a suspension of five (5) days or fewer, either in school or out of school.

2. Unexcused absence from a contest.
3. Unexcused absence from practice.
4. Misconduct at practice, at contest/activity, or on an activity bus.
5. Any action(s) that is detrimental to the co-curricular program at CMS.

First Offense – Punishment will be determined by the coach/sponsor after consultation with the Principal.
Second Offense – Will be suspended from the team. Length of time will be determined by the coach/sponsor after consultation with the Principal.
*Note: Each Offense also may involve school discipline as well at the administration's discretion.
The disciplinary actions for the various violations listed in this code are the minimum actions that can be taken. A coach or sponsor's policy can exceed the listed disciplinary action when such information has been provided to the athlete in that coach or sponsor's activity. During a period of suspension, the participant is to continue to participate in the activity during practice sessions or other meetings. A student who has been suspended from school is also suspended from participation in all extracurricular and athletic activities for the duration of the suspension. A student who is absent from school on a Friday before a Saturday event may be withheld from Saturday extracurricular or athletic activities at the sole discretion of the designated teacher, sponsor or coach.
Parent(s)/guardian(s) must sign the Student/Parent Handbook Receipt during the online registration process. The signing of the Handbook (which includes the aforementioned Athletic Code of Conduct) will remain in effect for one full calendar year.

COLLEGE AND CAREER READINESS

Collinsville CUSD 10 will begin following the Illinois State Board of Education guidelines on the collection and retention of CCRI data for all students in applicable grade levels beginning with the school year 2020-2021. Students are expected to make reasonable efforts to complete CCRI and reasonably participate in data collection. Supplemental information about CCRI can be found on the district website at www.kahoks.org.

COMPUTER AND INTERNET ACCEPTABLE USE POLICY

ACCEPTABLE USE OF DISTRICT ELECTRONIC NETWORKS

All use of electronic network use must be consistent with Collinsville School District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These rules do not attempt to state all required or proscribed behavior by users. However, some specific examples are provided. The failure of any user to follow these rules will result in the loss of privileges, disciplinary action, and/or appropriate legal action.
In accordance with federal law, the district provides CIPA (*Children's Internet Protection Act*) compliant web filtering for students on any Internet connected device within the boundaries of the district network. The district recognizes that although the Internet and online services afford access to legitimate sources of information for academic and educational purposes, these resources can also afford access to materials which may be illegal, obscene or indecent. The district will make every effort to protect students from inappropriate material while still allowing access to valuable academic content. All users must be aware that the use of the district's electronic networks and systems may result in public disclosure of the data and information associated with those systems under the *Illinois Freedom of Information Act*.
Terms and Conditions - The term *electronic networks* includes all of the District's technology resources, including, but not limited to: 1) The District's local-area and wide-area networks, including wireless networks (Wi-Fi), District-provided Wi-Fi hotspots, and any District servers or other networking infrastructure; 2) Access to the Internet or other online resources via the District's networking infrastructure or to any District-issued online account from any computer or device, regardless of location; 3) District-owned and District-issued computers, laptops, tablets, phones, or similar devices.
Acceptable Use - Access to the electronic network must be: (a) for the purpose of education or research, and be consistent with the District's educational objectives, or (b) for legitimate business use.
Privileges - The use of the electronic network is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges, disciplinary action, and/or appropriate legal action. The system administrator or Building Principal will make all decisions regarding whether or not a user has violated these procedures and may deny, revoke, or suspend access at any time. His or her decision is final.
Unacceptable Use - The user is responsible for his or her actions and activities involving the electronic networks. Some examples of unacceptable uses are: 1) Using the electronic networks for any illegal activity, including violation of copyright or other intellectual property rights or contracts, or transmitting any material in violation of any State or federal law; 2) Using the electronic networks to engage in conduct prohibited by board policy; 3) Unauthorized downloading of software or other files, regardless of whether it is copyrighted or scanned for malware; 4) Unauthorized use of personal removable media devices (such as flash or thumb drives); 5) Downloading of copyrighted material for other than personal use; 6) Using the electronic networks for private financial or commercial gain; 7) Wastefully using resources, such as file space; 8) Hacking or attempting to hack or gain unauthorized access to files, accounts, resources, or entities by any means; 9) Invading the privacy of individuals, including the unauthorized disclosure, dissemination, and use of information about anyone that is of a personal nature, such as a photograph or video; 10) Using another user's account or password; 11) Disclosing any network or account password (including your own) to any other person, unless requested by the system administrator; 12) Posting or sending material authored or created by another without his/her consent; 13) Posting or sending anonymous messages; 14) Creating or forwarding chain letters, spam, or other

unsolicited messages; 15) Using the electronic networks for commercial or private advertising; 16) Accessing, sending, posting, publishing, or displaying any abusive, obscene, profane, sexual, threatening, harassing, illegal, or knowingly false material; 17) Misrepresenting the user's identity or the identity of others; and 18) Using the electronic networks while access privileges are suspended or revoked.

Network Etiquette - The user is expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following: 1) Be polite. Do not become abusive in messages to others. 2) Use appropriate language. Do not swear, or use vulgarities or any other inappropriate language. 3) Do not reveal personal information, including the addresses or telephone numbers of students or colleagues. 4) Recognize that electronic mail (e-mail) is not private. People who operate the system have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities. 5) Do not use the network in any way that would disrupt its use by other users. 6) Consider all communications and information accessible via the network to be private property.

No Warranties - The school and district make no warranties of any kind, whether expressed or implied, for the service it is providing. The school and district are not responsible for any damages the user suffers. This includes loss of data resulting from delays, non-deliveries, missed-deliveries, or service interruptions caused by its negligence or the user's errors or omissions. Use of any information obtained via the Internet is at the user's own risk. The school and district specifically deny any responsibility for the accuracy or quality of information obtained through its services.

Indemnification - By using the District's electronic networks, the user agrees to indemnify the District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any violation of these procedures.

Security - Network security is a high priority. If the user can identify or suspects a security problem on the network, the user must promptly notify the system administrator or Building Principal. Do not demonstrate the problem to other users. Keep user account(s) and password(s) confidential. Do not use another individual's account without written permission from that individual. Attempts to log-on to the network as a system administrator will result in cancellation of user privileges. Any user identified as a security risk may be denied access to the networks.

Vandalism - Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or any other network. This includes, but is not limited to, the uploading or creation of malware, such as viruses and spyware.

Telephone Charges - The District assumes no responsibility for any unauthorized charges or fees, including telephone charges, long-distance charges, per-minute surcharges, and/or equipment or line costs.

Copyright Web Publishing Rules - Copyright law and District policy prohibit the re-publishing of text or graphics found on the Internet or on District websites or file servers/cloud storage without explicit written permission.

1) For each re-publication (on a website or file server) of a graphic or a text file that was produced externally, there must be a notice at the bottom of the page crediting the original producer and noting how and when permission was granted. If possible, the notice should also include the web address of the original source; 2) Students engaged in producing web pages must provide library media specialists with email or hard copy permissions before the web pages are published. Printed evidence of the status of *public domain* documents must be provided; 3) The absence of a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. The manager of the website displaying the material may not be considered a source of permission; 4) The *fair use* rules governing student reports in classrooms are less stringent and permit limited use of graphics and text; 5) Student work may only be published if there is written permission from both the parent/guardian and student.

Use of Email – The District's email system, and its constituent software, hardware, and data files, are owned and controlled by the District. The District provides email to aid students in fulfilling their duties and responsibilities, and as an education tool.

1) The District reserves the right to access and disclose the contents of any account on its system, without prior notice or permission from the account's user. Unauthorized access by any student to an email account is strictly prohibited; 2) Each person should use the same degree of care in drafting an email message as would be put into a written memorandum or document. Nothing should be transmitted in an email message that would be inappropriate in a letter or memorandum; 3) Electronic messages transmitted via the District's Internet gateway carry with them an identification of the user's Internet *domain*. This domain is a registered name and identifies the author as being with the District. Great care should be taken, therefore, in the composition of such messages and how such messages might reflect on the name and reputation of the District. Users will be held personally responsible for the content of any and all email messages transmitted to external recipients; 4) Any message received from an unknown sender via the Internet, such as spam or potential phishing emails, should either be immediately deleted or forwarded to the system administrator. Downloading any file attached to any Internet-based message is prohibited unless the user is certain of that message's authenticity and the nature of the file so transmitted; 5) Use of the District's email system constitutes consent to these regulations.

Internet Safety - Internet access is limited to only those *acceptable uses* as detailed in these procedures. Internet safety is supported if users will not engage in *unacceptable uses*, as detailed in these procedures, and otherwise follow these procedures. Staff members will supervise students while students are using District Internet access to ensure that the students abide by the *Terms and Conditions* for Internet access contained in these procedures. Each District computer with Internet access has 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 system administrator and Building Principals shall monitor student Internet access.

CHROMEBOOK STUDENT USER AGREEMENT

The policies, procedures, and information within this document apply to all Chromebooks used at Collinsville School District by students, including any other device considered by the administration to fall under this policy. Teachers may set additional requirements for Chromebook use in their classroom.

Chromebook Loan - The Chromebooks are owned and maintained by Collinsville School District. Your use is limited to and conditional upon your full and complete compliance with the Computer and Internet Acceptable Use Policy.

Financial Responsibility for Loss or Damage - If the Chromebook is damaged, lost, or stolen, the student's parent or guardian may be responsible for the cost of repair or the value of the Chromebook. Loss by theft must be reported to the district by the next school day after the occurrence. Charges will be assessed for stolen Chromebooks unless a police report has been filed.

Chromebook Repair - Students are responsible for the general care of the Chromebook they have been issued by the school. Chromebooks that are broken or fail to work properly should be reported to a teacher or Chrome Depot.

School Use - Chromebooks are intended for use at school each day. Students who take them home are responsible for bringing their Chromebooks back to school fully charged on the following day unless advised not to do so by their teachers or administrators.

Operating System - Students may not use or install any operating system on their Chromebook other than the current version of Chrome OS that is supported and managed by the technology department. The Chromebook operating system, Chrome OS, updates itself automatically. Students do not need to manually update their Chromebooks.

Privacy - Students have no expectation of confidentiality or privacy with respect to any usage of a Chromebook. The school district may, without prior notice or consent, log, supervise, access, view, monitor, and record use of issued Chromebooks at any time for any reason related to the operation of the district. By using a Chromebook, students agree to such access, monitoring, and recording of their use. Teachers, school administrators, and the technology department staff may use monitoring software that allows them to view the activity on student Chromebooks.

Term of Agreement - Your right to use and possess the Chromebook terminates no later than the last day of the school year, unless terminated earlier by the district.

Charging Batteries - Chromebooks should be brought to school each day in a fully-charged condition. You need to charge your Chromebooks each evening. In cases where the use of the Chromebook has exceeded battery life during the course of the day, you will be able to connect your computer to a power outlet in an area of the school if available. **CHARGERS SHOULD REMAIN AT HOME.**

Storing Your Chromebooks - You may take your Chromebook home every day after school regardless of whether or not it is needed. You must also store your Chromebook in the provided case or your backpack when moving from one area of the building to another and when taking your Chromebook to and from home.

Printing -

At School: Chromebooks will not support a physical printer connection. Printing functionality may be available and subject to classroom requirements. Teaching strategies will facilitate digital copies of work.

At Home: The Chromebook will not support a physical printer connection. Instead, users may print to their home printers using the Google Cloud Print service. A wireless home network is required for this. (See http://google.com/cloudprint for more information.) In very few cases will printing be needed, if at all.

Managing Your Files and Saving Your Work - The majority of student work will be stored in Internet/cloud-based applications and can be accessed from any computer with an Internet connection. The district will not be responsible for the loss of any student work.

Failure to Comply - The Chromebook is the sole property of CUSD. It is on loan to the student for the school year and can be requested to be returned at any time. Failure to comply with the terms of the Chromebook User Agreement will result in disciplinary action and loss of privileges.

Loaning or Borrowing Chromebooks - The student will not lend their Chromebook to another student, borrow a Chromebook from another student, and will not share their password with another student. Access to another student's account or Chromebook is strictly prohibited and is unacceptable.

Illegal Downloading - Illegal downloading and distribution of copyrighted works are serious offenses that carry with them the risk of substantial monetary damages and, in some cases, criminal prosecution. Copyright infringement could lead to limitation or suspension of district Internet services. The student's Chromebook will be confiscated if the student is found with illegally downloaded or distributed files on his or her issued device.

Damage Policy -

Chromebooks will remain the property of Collinsville Community Unit 10 School District until the Chromebook becomes available for purchase according to the approved buyout schedule. Vandalizing, defacing, or otherwise damaging the Chromebook at any time while on loan to the student will result in fees being assessed. The student will be issued a loaner while repairs are completed and will receive the original Chromebook back only after the fees have been paid. In the event that the student leaves the district, the Chromebook, charger, and case must be returned immediately, or the device may be reported stolen to local law enforcement.

Damage Fee Breakdown:

CB screen - $25
CB charger - $25
Keyboard - $25
Edge/bezel/cover/hinges - $25
CB protective case - $50
CB lost/stolen/not-returned/irreparable - $200

PERMISSION TO USE VR (Virtual Reality) HEADSETS (Grades K-6)

The Collinsville School District Technology Department has purchased VR Headsets to enhance educational topics. The district has made every effort to consider students' health and safety at all times. There are certain precautions associated with the use of the VR headsets. Those include:

1) Operating the VR system in a safe environment and under adult supervision.

2) Not using/discontinuing the use of the headsets if suffering from any of the conditions/symptoms listed in the health and safety warnings (seizure disorder, binocular vision abnormalities, Epilepsy, loss of balance, disorientation, drowsiness, nausea, motion sickness or discomfort in the head or eyes).

If you have any questions about the headsets, contact your child's school. If you wish to exclude your student from activities involving the VR headsets, please contact your child's teacher.

CONFISCATED PERSONAL ITEMS

Any items that interfere with the learning process or pose a safety concern may be confiscated and turned over to the school office. Offenses may result in disciplinary action as determined on a case-by-case basis by school administrators. Schools are not responsible for lost, stolen, or damaged personal items.

CORRIDOR COURTESY

In order to help maintain a safe and positive school climate, we encourage all students to follow the set guidelines for passing between classes in the hallways: 1) Keep corridors open to traffic by walking to the right - running in the building is prohibited; 2) Do not block traffic by standing in groups; 3) Do not sit on the floors or stairwells; 4) Pass through the halls quietly; 5) Be considerate of others; 6) Do not carry food and/or drink in the hallways, 7) Discard trash in containers provided; 8) Keep your school clean by picking up paper from the floor; 9) Leave the building in an orderly manner when exiting.

COUNSELING SERVICES (COLLINSVILLE HIGH SCHOOL)

School counselors, school social workers, school psychologists, and the IEP coordinator will ensure all students will have access to and receive support for their academic, career, and social/emotional development through the delivery of classroom lessons, small groups, individual student meetings, and responsive services.

Confidentiality Guidelines

Confidentiality is an important part of the work social-workers, school psychologists and school counselors conduct with students. Please remember that counselors, social workers, psychologists and the IEP coordinator will adhere to professional guidelines and ethics for practice (ISBE, NASW, NASP, and ASCA), when providing services to services in either a face to face or virtual format. Interactions and conversations with students are confidential unless the following is disclosed: 1) Harm to Self or Others: This includes students who report a plan to harm themselves or others or a plan that puts the safety of others at imminent risk; 2) Abuse or Neglect: If a student talks about abuse (physical, emotional, verbal, sexual, or other) whether to themselves or to another minor, it is required by law to report the abuse to the Department of Children and Families and possibly the police. If a student discloses about an abuse case that has already been addressed by DCFS or the police, there may still be a need to make a report; 3) Court or Other Legal Proceedings: In accordance with law, if a counselor is subpoenaed, information is not guaranteed to be kept confidential. Staff will cooperate with local law enforcement, DCFS, social service agencies and the courts, as required by law.

CURRICULA (COLLINSVILLE MIDDLE SCHOOL)

The academic courses taught at Collinsville Middle School are in the following major academic fields:

Grade Seven Required Courses

Language Arts – 5 days a week for 1 year; Mathematics – 5 days a week for 1 year; Physical Education – 5 days a week for 1 year; Science – 5 days a week for 1 year; Social Studies – 5 days a week for 1 year

Grade Seven Elective Courses

Band –As needed throughout the week; Choir –5 days a week for 1 year; Health – 5 days a week for one semester. **(Quarter Classes, 5 days a week):** Music Appreciation, Math (STEM)

Grade Eight Required Courses

Language Arts – 5 days a week for 1 year; Mathematics – 5 days a week for 1 year; Physical Education – 5 days a week for 1 year; Science – 5 days a week for 1 year; Social Studies – 5 days a week for 1 year

Grade Eight Elective Courses

Band – As needed throughout the week; Choir –5 days a week for 1 year. **Quarter Classes, 5 days a week:** Art, Spanish, Career Exploration, Introduction to Shop/STEM,

If you would like a course description of the courses, please contact the appropriate teacher or department chairperson.

DANCE POLICY (COLLINSVILLE HIGH SCHOOL)

Collinsville High School students may invite a guest to school dances (homecoming, winter ball, prom, post-prom, etc.). All guests must be high school students and/or under the age of 21. No middle school age students or young adults over the age of 20 will be allowed to attend school dances without administrative approval. Guests of CHS students who are not members of the CHS student body may be required to complete a registration form with the main office and may be subject to a background check by law enforcement. The CHS administration will have final authority regarding anyone wanting to attend school functions as guests of students enrolled at CHS. All school rules, including the school's discipline code and dress code are in effect during school-sponsored dances. Students who violate the school's discipline code will be required to leave the dance immediately. The school may also impose other discipline as outlined in the CHS discipline code.

DANCE POLICY (COLLINSVILLE MIDDLE SCHOOL)

Attendance at school-sponsored dances is a privilege. Only students who attend Collinsville Middle School may attend a CMS school-sponsored dance, unless the principal or designee approves a student's guest in advance of the event. No guests are allowed to attend CMS sponsored dances. All school rules, including the school's discipline code and dress code are in effect during school-sponsored dances. Students who violate the school's discipline code will be required to leave the dance immediately and the student's parent/guardian will be contacted. The school may also impose other discipline as outlined in the school's discipline code.

DISPLAYS OF AFFECTION

Students should refrain from public displays of affection that tend to cast an unfavorable impression on the school and the individuals involved. Students are not to embrace, kiss or have bodily contact while on school property or at school functions other than holding hands. Offenses may result in disciplinary action as determined on a case-by-case basis by school administrators.

DRUG/ALCOHOL ABUSE

Non-medical use of drugs and the consumption of alcoholic beverages are hazardous to the health of students. Possession, use, delivery, receipt of delivery, or any attempt to use, deliver or receive drugs or alcohol is prohibited on school buses, in school buildings and on school property. This policy extends to all school sponsored and related activities as well as field trips and athletic and extracurricular trips, whether held before or after school, evenings, or weekends.

POLICY REGARDING POSSESSION OF NARCOTICS, STIMULANTS, MARIJUANA, ETC. – RESOLUTION

Whereas, the illegal or unauthorized possession, use, delivery or receipt of alcohol, narcotics, stimulants, hallucinogens and depressants, including marijuana and "look alike drugs," is recognized by the Board to be deleterious to the proper conduct of the schools and a danger to the safety, health and welfare of the teachers, students and administrators; and

Whereas, conduct on the part of the students in possessing, using, delivering, receiving, or arranging/soliciting for the use, delivery or receipt of alcohol, drugs or drug paraphernalia in the schools is deemed a serious violation of acceptable standards of behavior which is detrimental to the accomplishment of the purpose of schools;

BE IT RESOLVED by this Board of Education that it is the policy that any student found possessing, using, delivering, receiving or arranging/soliciting for the use, delivery or receipt of alcohol, unauthorized or harmful drugs, including marijuana and "look alike drugs", or possessing, using, delivering and/or receiving drug paraphernalia on school property or transportation facilities or at an approved school activity held on non-school property may be 1) assigned an In-School Suspension ranging to an Out-of-School suspension, 2) have parking privileges revoked for the remainder of the school year, and 3) be referred to the Board of Education for a hearing and possible expulsion from school for the remainder of the school year (any evidence obtained will be delivered to local authorities for possible prosecution). Information which may be referred to the Board of Education and/or local authorities regarding possible expulsion causes shall include: 1) information provided from the Abused and Neglected Child Reporting Act; 2) Special Education files (including the report of the multidisciplinary staffing on which placement of no placement was based); 3) all records and tape records relating to special education placement hearing and appeals; and 4) the disciplinary infractions that resulted in expulsion, suspension, or the imposition of punishment or sanction. For purposes of this provision, disciplinary infraction refers to violation of policies on drugs, weapons or bodily harm to another person. All discipline under this section will be administered on a case-by-case basis.

MEDICAL MARIJUANA

The Compassionate Use of Medical Cannabis Program Act (410 ILCS 130 et seq.) strictly prohibits the possession and use on school grounds and on school buses of marijuana except as authorized under 105 ILCS 5/22-33 and Board Policies. A student who has been prescribed medical marijuana must provide the District with a doctor's prescription for medical marijuana. The school nurse will assist with coordination and monitoring the student's use of medical marijuana.

Note: If a student exhibits behavior that indicates he/she may be under the influence of alcohol or other drugs, he/she will be referred to the nurses' office, social worker or assistant principal. A nurse, with a social worker, school counselor, school resource officer and/or assistant principal will conduct a physical assessment including a standard field sobriety test and/or breathalyzer for the presence of alcohol. If this team determines that there is strong suspicion the student is under the influence, the parents will be notified. Any student who comes to school or to any school activity already under the influence of or having consumed or taken either alcohol or other drugs, but not having the illegal substance on his/her person, may receive an In-School Supervision ranging

to a 10 day out-of-school suspension, will have their parking privileges revoked, may be recommended for expulsion to the Board of Education, and may be referred to the legal authorities for appropriate action. All discipline under this section will be administered on a case-by-case basis.

SUBSTANCE ABUSE OPTION

For certain alcohol and drug related offenses, a student may be referred to a substance abuse program. If offered this option, the student's recommended discipline may be reduced.

In lieu of a recommendation for expulsion, the student and parent(s)/guardian(s) must agree to an assessment/treatment alternative. If the parent(s)/guardian(s) accept the assessment/treatment alternative, they must consent to release of information between the school district and the substance abuse program and comply with all terms and conditions as determined by the appropriate administrator. The service provider must be approved by the building principal (or designee). Parent(s)/guardian(s) must make contact within the first five days of the suspension to set up an appointment with the selected service provider and notify arrangements with the principal (or designee). Upon confirmation of the appointment, the recommendation for expulsion will be conditionally withdrawn. The administration further reserves the right to recommend expulsion of a student who has been offered and accepted the substance abuse option if he or she commits any additional acts of misconduct (as outlined in the Collinsville Unit 10 School District Student and Parent Handbook).

After the appointment is made, the principal (or designee) must be contacted by the service provider and be notified of the initial assessment date. After the assessment is complete, the service provider must verify that the student was assessed and inform the principal (or designee) of the expected length of treatment and or education program. If treatment is long-term, the service provider must contact the principal (or designee) minimally every month to provide an update on the student's progress. Should the student terminate treatment/education prematurely or miss more than two appointments, the principal (or designee) will be notified and the recommendation for expulsion shall be renewed. When treatment/education is completed, the service provider will send the principal (or designee) a final report verifying that treatment has been completed in addition to any other appropriate information**.** Should the student violate any additional acts of misconduct (as outlined in the Collinsville Unit 10 School District Student and Parent Handbook) during the conditional withdrawal of expulsion, the recommendation for expulsion shall be renewed. Any second drug/alcohol violation during a student's school career may result in an in-school supervision ranging through a ten (10) day out-of-school suspension and a possible recommendation for expulsion with no opportunity for the assessment/treatment alternative. All discipline imposed on a student for the second/drug violation will be determined on a case-by-case basis.

***NOTE**: All costs associated with any assessment, educational program or treatment referred to herein above shall be borne exclusively by the student and the parent(s)/guardian(s). The administration reserves the right to withhold this option and/or recommend expulsion for a first offense.*

DELIVERY

The delivery or receipt of delivery (or any attempt or intention to deliver or receive delivery) of any alcoholic beverage, controlled substance, look-alike drug, drug paraphernalia, illicit drugs, prescription drugs, or over-the-counter medication in school buildings, on school buses, or on school property may result in an in-school supervision ranging to a ten (10) day out of-school suspension and possible recommendation for expulsion~~,~~ revocation of parking privileges and a recommendation for expulsion with no opportunity for a substance abuse option. All discipline will be imposed on a case-by-case basis. Delivery refers to the transfer of possession or control to another person whether or not the substance or item is in that person's immediate presence. Delivery includes, but is not limited to, any gift, exchange, sale or transfer with or without payment or consideration. There is no assessment/treatment alternative for any student who delivers any of the items listed above.

PROCEDURES FOR IMPAIRMENT ASSESSMENT

The following will be in effect not only during school hours, but also on campus at any time and at any off-campus activities officially involving C.U.S.D. No. 10 students: 1) Parent notification upon conclusion of an administrative review; 2) In-School Supervision ranging to an out-of-school suspension from school with a recommendation to the Board of Education for expulsion. All discipline imposed will be determined on a case-by-case basis; 3) Police contact and charges filed when appropriate. School staff having cause to believe that a student is in possession, under the influence, or shows evidence of having used any illegal drug, alcohol or other controlled substance must immediately be reported to the principal or designee. An administrator and a designated team will conduct an assessment, which may include, but is not limited to: 1) Questioning of student regarding possible use; 2) Assessment of physical symptoms; 3) Standard Field Sobriety Test; and 4) Additional screening:

For suspected use of alcohol: 1) A saliva or portable Breathalyzer test to be used only after visual assessment of symptoms and questioning of the student regarding possible use; 2) To be conducted by trained staff in the presence of a second staff member.

For suspected other drug use: Screening Assessment for Suspected Chemical Use

If screening results indicate alcohol or drug use and/or possession, the principal or designee shall contact appropriate law enforcement and parent(s)/guardian(s). In implementing this procedure, the principal and/or designee shall coordinate all efforts with law enforcement officials. If possession and/or use is confirmed, discipline policies and procedures shall be followed.

Legal authorities will be contacted whenever students are found to be in violation of the Collinsville School District Drug/Alcohol Abuse policy.

DRUG AND ALCOHOL-FREE WORKPLACE/TOBACCO PROHIBITION

All District workplaces are drug- and alcohol-free workplaces. All employees are prohibited from engaging in any of the following activities while on District premises or while performing work for the District: 1. Unlawful manufacture, dispensing, distribution, possession, or use of an illegal or controlled substance. 2. Distribution, consumption, use, possession, or being impaired by or under

the influence of an alcoholic beverage; being present on District premises or while performing work for the District when alcohol consumption is detectible, regardless of when and/or where the use occurred. 3. Distribution, consumption, possession, use, or being impaired by or under the influence of cannabis; being present on District premises or while performing work for the District when impaired by or under the influence of cannabis, regardless of when and/or where the use occurred, unless distribution, possession, and/or use is by a school nurse or school administrator pursuant to *Ashley's Law*, 105 ILCS 5/22-33. The District considers employees impaired by or under the influence of cannabis when there is a good faith belief that an employee manifests the specific articulable symptoms listed in the *Cannabis Regulation and Tax Act* (CRTA). For purposes of this policy a controlled substance means a substance that is: 1. Not legally obtainable, 2. Being used in a manner different than prescribed, 3. Legally obtainable, but has not been legally obtained, or 4. Referenced in federal or State controlled substance acts. As a condition of employment, each employee shall: 1. Abide by the terms of the Board policy respecting a drug- and alcohol-free workplace; and 2. Notify his or her supervisor of his or her conviction under any criminal drug statute for a violation occurring on the District premises or while performing work for the District, no later than 5 calendar days after such a conviction. Unless otherwise prohibited by this policy, prescription and over-the-counter medications are not prohibited when taken in standard dosages and/or according to prescriptions from the employee's licensed health care provider, provided that an employee's work performance is not impaired. All employees are covered by the conduct prohibitions contained in policy 8:30, Visitors to and Conduct on School Property. The prohibition on the use of e-cigarettes, tobacco, and cannabis products applies both (1) when an employee is on school property, and (2) while an employee is performing work for the District at a school event regardless of the event's location. Tobacco shall have the meaning provided in 105 ILCS 5/10-20.5b. *Cannabis* shall have the meaning provided in the CRTA, 410 ILCS 705/1-10. *E-Cigarette* is short for electronic cigarette and includes, but is not limited to, any electronic nicotine delivery system (ENDS), electronic cigar, electronic cigarillo, electronic pipe, electronic hookah, vape pen, or similar product or device, and any components or parts that can be used to build the product or device.

DRUG TESTING FOR INTERSCHOLASTIC ATHLETICS (COLLINSVILLE HIGH SCHOOL)

INTERSCHOLASTIC ATHLETIC ELIGIBILITY – DRUG TESTING

The CHS Athletic Department believes that the use of alcohol, tobacco or drugs by students who participate in interscholastic athletics presents a particular hazard to the health, safety and welfare of the student athlete and to those who compete with the athlete. Collinsville High School encourages students to participate in interscholastic athletics, but believes the opportunity to try-out and participate in school-sponsored interscholastic athletics is not an absolute right. Rather, it is a privilege offered to eligible students on an equal opportunity basis. To be eligible to try-out for or to participate in any school-sponsored interscholastic athletic program, students must agree to submit to testing for the use of drugs, if selected, in accordance with this policy.

The purpose of this policy is to protect the health, welfare and safety of students engaged in interscholastic athletics. It is to better assure the student athlete's health and physical fitness to participate in athletics and not to provide means which the district may use to punish a student athlete other than by disqualification from participation in interscholastic athletics. Accordingly, the results of any drug test administered under this policy shall be used only for the determination of eligibility to try-out for and participate in interscholastic athletics and for no other disciplinary purpose.

Definitions

A. *Interscholastic Athletics*: Any interscholastic athletic competition representing CHS, sponsored or conducted by the District, for students who participate voluntarily and for which no academic credit or grades are awarded.

B. *Student Athlete*: Any student who is trying out for or participating in any school-sponsored interscholastic athletic competition.

C. *Alcohol*: Any liquor, wine, beer, or other drink containing alcohol.

D. *Drugs*: Amphetamines, barbiturates, benzodiazepines, cocaine metabolite, marijuana metabolite, methadone, opiates, phencyclidine, nicotine, and methamphetamines, except when taken pursuant to a legal prescription issued by a licensed physician.

E. *Under the Influence*: The existence of 40 nanograms of alcohol or of an illegal drug in the bloodstream.

Prohibited Conduct: Student athletes shall not at any time possess, use, deliver, receive (or arrange for the use, delivery or receipt), or be under the influence of any illegal drug, anabolic steroid, tobacco product or alcohol while a member of any school-sponsored interscholastic athletic team.

Consent Form: In order to try-out for or to participate in any school-sponsored interscholastic athletic competition, the student athlete must read this policy and sign a consent form by which the student athlete agrees that as a condition of participation in school interscholastic athletics, he/she will be eligible for the drug, alcohol, and steroid testing program outlined in this procedure. This consent form must also be signed by the student's parents or guardians in advance of the tryouts for a specific sport. The consent form will be valid for the current school year, including the following summer, and must be renewed annually.

Non-Compliance: If the student athlete or his/her parents (or guardians) refuse to sign the consent form, the student will not be permitted to be a member of a team. Also, during the season, if the student athlete refuses to be tested when selected the athlete will be dropped from the team. After the conclusion of the season while he/she was dropped from the team for non-compliance, the student may ask to be tested at the family's expense. If the test results are negative, the student athlete will again be eligible.

Confidentiality: The results of any test administered under the terms of this policy shall be kept confidential and disclosed only to the student athlete, his/her parents or guardians, personnel of the drug testing facility, and school officials designed by the Superintendent. The results of the testing shall not be used as a basis of disciplinary action other than disqualification as provided

for in this policy and procedure. The test results will not be part of the student's athlete's permanent record but will be kept in a secure file in the Athletic Training room.

Random Selection of Athletes for Testing: At the beginning of each sport's season, a list of all eligible student athletes will be submitted to the drug testing facility. On the day of testing, the testing facility will randomly select test candidates. The list of names will be delivered to the Athletic Trainer.

Testing will occur randomly over the course of each athletic season. Up to five student athletes will be tested on each testing date. Selected athletes will be summoned to report to the Athletic gymnasium at some time during the morning on the day of testing. The athlete will be met by the Athletic Trainer to be escorted to the testing site.

Testing Procedures

A licensed medical facility selected by the Athletic Department shall take every reasonable precaution to collect an unadulterated specimen during the collection process and will provide an accurate chain of custody for each and every specimen. Testing & samples will be handled entirely by the testing facility. Rapid drug screen tests will be utilized, with initial results read on site. If the screening test does not identify any metabolites, then it is reported as negative. In the event that there is a non-negative indicated on site, the specimen is sealed and the specimen will be sent to GC/MS confirmation testing. Urine, saliva or hair testing may be conducted.

Test Results

All test results will remain confidential. Only the Athletic Director, Athletic Trainer & school Principal will have access to test results. No notification shall be made for negative test results. If a sample results in a positive test, the results will be verified by the testing facility. The student athlete and his/her parents or guardians will then be contacted by the testing facility's medical review officer for further verification. Once a positive test has been confirmed school personnel will be notified of the infraction. If the test results are positive, it will be considered a Level A Code of Conduct violation as outlined in the CHS Student Handbook.

Re-testing

The student athlete will have an opportunity within twenty-four hours of the notification of the positive test results to be re-tested in a federally licensed laboratory of the family's choice and at the family's expense. The Athletic Director may consult the medical professionals to evaluate the results of the re-test, taking into consideration any evidence offered by the student. Should the test be confirmed as positive, and there is not a satisfactory explanation for the positive results, the student athlete will have twenty-four hours to complete an assessment interview.

Enforcement: Nothing contained in this policy shall prohibit or limit the application of the District's regular student disciplinary rules and regulations to student athletes. The provisions of the policy are considered an addition to all other rules and regulations governing student conduct and discipline.

Hearing Rights: The parents or guardians of the student athlete charged with a violation of the rules of this policy and procedures shall be given thirty-six (36) hours for an opportunity for a hearing before the Athletic Committee (CHS Principal, CHS Assistant Principal, and a CHS Athletic Department Head Coach). The Athletic Director shall present the evidence of an alleged violation to the student and give the student an opportunity to respond to the charge. The Committee shall give an interpretation on the issue in question and shall submit the ruling to the Principal whose decision shall be final.

Expenses: Funding for this program will be provided by the Collinsville Unit School District No. 10.

The Illinois High School Association (IHSA) prohibits participants in an athletic activity sponsored or sanctioned by IHSA from ingesting or otherwise using any performance enhancing substance on its banned substance list, without a written prescription and medical documentation provided by a licensed physician who evaluated the student-athlete for a legitimate medical condition. In addition to being penalized by IHSA, a student may be disciplined according to Board policy 7:190, Student Behavior.

EMERGENCIES

Student safety and welfare are major concerns to Collinsville Community Unit School District Number Ten (10). Safety drills will occur at times established by the school board. Students are required to be silent and shall comply with the directives of school officials during emergency drills. There will be a minimum of three (3) evacuation drills, a minimum of one (1) severe weather (shelter-in-place) drill, a minimum of one (1) law enforcement drill to address an active shooter incident, and a minimum of one (1) bus evacuation drill each school year. There may be other drills at the direction of the administration. The law enforcement lockdown drill will be announced in advance and a student's parent/guardian or appropriate personnel may elect to exclude their child from participating in this drill. All other drills will not be preceded by a warning to students. The following emergency situation procedures will be followed:

DISASTER DRILLS

Tornado, Earthquake and Fire Drills

In case of an earthquake, tornado or fire, emergency precautions will be taken. Periodic drills will be run throughout the school year. Detailed information concerning evacuation procedures for fire, earthquake and safety areas for tornadoes is given to each teacher. They will go over these procedures with students as well as keeping instructions posted in each classroom. All instructors shall carry class lists/grade books with them to the disaster evacuation/safe site area. All evacuation routes will be posted in every room and are included in the School Emergency Readiness Plan.

Bomb Threat

The Collinsville School District takes all Bomb threats seriously. Any person who makes a False Bomb threat will be reported to the police and will be prosecuted ***The following procedures are only a portion of the procedures that will be implemented in case of a bomb threat:***

The local law enforcement officials will be notified immediately. Until they arrive, the following will be initiated: 1) Students and staff will proceed to the designated 'safe site'. If deemed necessary by the administration and/or the local enforcement officials, all students will be evacuated by bus to an alternative site. During these procedures, no student will be allowed to leave campus; 2) Parents/Guardians are requested not to come to school to pick up students. During a Bomb Threat protocol, if parents/guardians have a family emergency, and it is absolutely necessary for the parent/guardian to pick up their child, the parent/guardian will be required to park off campus and walk to the "safe area"; 3) Communication with the school will not be possible. Telephone/Cell Phones cannot be used during a bomb threat; 4) Violation of this policy by students will result in disciplinary action as determined on a case-by-case basis by school administrators. If law enforcement confirms the presence of any explosive device upon their arrival, they will take charge of procedures.

Earthquake Plan

In the event an earthquake is confirmed, students and teachers should: 1) Stay inside - move away from windows, shelves and heavy objects that may fall; 2) Crouch underneath the desktop of their individual student desks to avoid falling or fallen debris. 3) Students and staff in the halls or stairways should move to an interior wall; 3) Turn away from windows; 4) Students and staff in laboratories and kitchens should extinguish all burners before taking cover; 5) Students and staff located outdoors should move to an open space away from the building and overhead power lines and lie down on the ground; 6) No students should leave school grounds without permission.

Fire Evacuation Plan

In the event a fire is suspected or confirmed or an evacuation is required, the school fire alarm will sound. Students and staff should: 1) Leave their designated room by the nearest exit as directed by the teacher; 2) Move away from the building to the evacuation site; 3) Remain calm. The school may choose to use a delayed egress approach (up to three minutes) taking into consideration the guidelines listed below: 1. Fire alarm will sound as normal. 2. Evacuation is delayed up to a three-minute delay to allow for investigation for smoke and/or fire as well investigation of means of egress on the interior and exterior for signs of suspicious subjects or signs of targeted violence.

Intruder Procedures/Lockdown

In the event an intruder is present on campus, the school will go under a 'lockdown' procedure.

Lockdown is a building procedure that takes place in a crisis situation. During a Lockdown, student movement is stopped, and the building is secured. Everyone in the building will be made aware that a serious event has occurred or is about to occur, and how to act accordingly.

Missing Student Procedures

In the event the school office is notified that a student is missing, the parent(s)/guardian(s) of the missing student will be notified immediately. Upon confirming that the student is not on school property, the local Police Department will be notified. Collinsville Unit 10 Schools and the local Police Department will work collaboratively to locate the missing student.

Power Failure

In the event the electrical power goes out, students are to remain in the class that they are attending until notice is given by the office to resume the usual schedule or to follow a revised emergency schedule.

Tornado Plan

In the event school authorities receive information from the Civil Defense or Weather Bureaus that extremely severe weather is imminent, notification will be made from the office (either by announcement or a series of short rings on the bell system) for the teachers to move their classes to a predetermined area. Students are to follow the specific instructions given by the teacher: 1) Move to the area designated by the teacher; 2) Follow the teacher's instructions; 3) Protect your face and head with your arms and hands; 4) Stay away from glass; 5) Remain calm.

Train Derailment/Chemical Spill Procedures

In the event of a train derailment and/or chemical spill, the school office will notify the local Fire Department and/or law enforcement officials. Upon arrival, the local Fire Department and/or law enforcement officials will oversee the scene at the school.

Emergency Plans for the Physically Handicapped: Employees and students on crutches are reminded not to use the elevators in emergency situations because the electricity may be affected by the emergency. When the crowd dissipates, employees/students on crutches may require assistance to negotiate the stairs. Special safe areas have been provided for students with disabilities.

Students are expected to fully cooperate with school faculty and staff and/or local responders when a drill is conducted or if an emergency arises. Full cooperation includes, but is not limited to, the following: 1) proceeding directly to a designated emergency site in a safe, but speedy manner; 2) complying to the requests of staff to ensure an orderly atmosphere; 3) proceeding directly to the appropriate class/instructional program when the drill is completed. *Other misconduct that violates CUSD10 expectations of 'full cooperation during a drill or emergency,' not specifically addressed in this section will be handled by the administration in a manner consistent with this section.* Failure to fully cooperate with school faculty and staff and/or local responders may result in disciplinary action, ranging from In-School Suspension (ISS) to Out-of-School Suspension (OSS) as determined on a case-by-case basis by school administrators.

ON-CAMPUS EMERGENCY RELEASE PROCEDURES (CHS)

In the event that a school emergency arises where parents/guardians are authorized to pick-up their children from the school campus, the following procedures must be followed to maintain an orderly environment: 1) In an emergency situation, local responders (i.e., the Collinsville Police Department and/or the Collinsville Fire Department) control the scene. These local responders consider all scenarios and scan the campus to determine if it is safe for re-entry; 2) In an emergency situation, high school students who drove to school may be prohibited from removing their vehicle from campus; 3) Parents/guardians should not drive or park on the high school campus; 4) Parents/guardians should proceed only to the Fine Art Center-Auditorium. *Please do not enter any other building on campus.* In the Auditorium, an update of the situation will be presented; 5) Parents/guardians should not attempt to collect their child at any location other than the designated, pick-up area (the Fine Art Center-Auditorium); 6) Parents/guardians should complete the appropriate "Emergency Release Form" distributed by CHS personnel and submit this form to CHS personnel. *One form must be submitted for each child*; 7) Parents/guardians must present a government-issued photo identification (i.e., driver's license) to CHS personnel when submitting the appropriate "Emergency Release Form;" 8) Parents/guardians must be (physically) present in order for their child to be released. *Phone requests for release of a student will not be accepted*; 9) Only the legal parent/guardian is permitted to request and collect his/her child; 10) Parents/guardians should await the arrival of their child inside the Fine Art Center-Auditorium; 11) Parents/guardians should depart the CHS campus, immediately after completing the "Emergency Release Process" and collecting their child; 12) If a parent/guardian opts to have a student-athlete released from school (when local responders deem the school safe and the school day is not officially canceled), the student-athlete is not permitted to attend any school-related practices or participate in any school-related competition for the date(s) of the release; 13) If a parent/guardian opts to have a student affiliated with an extra-curricular group released from school (when local responders deem the school safe and the school day is not officially canceled), the student affiliated with an extra-curricular group is not permitted to participate in related activities for the date(s) of the release.

In the midst of an emergency situation, the cooperation and communication with parents, students, and staff remains paramount. Parents/guardians who may need to update their contact information, may mail/deliver a signed letter to the CHS Counseling Department containing the changes that are to be made. Parents/guardians may also opt to send a signed letter with their child to present to the CHS Counseling Department.

ON-CAMPUS EMERGENCY RELEASE PROCEDURES (CMS/DIS/ELEMENTARY)

In the case of an emergency student pickup situation that requires parents/guardians to pick up from school or a secondary location, there is protocol within our District Safety Plan that outlines how students are dismissed in a crisis situation. Due to a variety of safety precautions, parents will have to check in and show identification with school personnel to receive their children and WILL NOT have direct access to the student population.

EMPLOYEE CODE OF PROFESSIONAL CONDUCT

All District employees are expected to maintain high standards in their school relationships, to demonstrate integrity and honesty, to be considerate and cooperative, and to maintain professional and appropriate relationships with students, parents, staff members, and others. In addition, the *Code of Ethics for Illinois Educators*, adopted by the Illinois State Board of Education, is incorporated into this Code of Conduct. Any employee who sexually harasses a student, willfully or negligently fails to report an instance of suspected child abuse or neglect as required by the Abused and Neglected Child Reporting Act (325 ILCS 5/), engages in *grooming* as defined in 720 ILCS 5/11-25, engages in grooming behaviors, violates boundaries for appropriate school employee-student conduct, engages in sexual misconduct as defined in 105 ILCS 5/22-85.5, or otherwise violates an employee conduct standard will be subject to discipline up to and including dismissal.

Standards related to school employee-student conduct shall, at a minimum: 1. Comply with the *Code of Ethics for Illinois Educators*, adopted by the Illinois State Board of Education; 2. Prohibited grooming behaviors and sexual misconduct include, but are not limited to (i) any act, including but not limited to, any verbal, nonverbal, written, or electronic communication or physical activity, (ii) by an employee with direct contact with a student, (iii) that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples include, but are not limited to: a. A sexual or romantic invitation; b. Dating or soliciting a date; c. Engaging in sexualized or romantic dialog; d. Making sexually suggestive comments that are directed toward or with a student; e. Self-disclosure or physical exposure of a sexual, romantic, or erotic nature; f. A sexual, indecent, romantic, or erotic contact with the student; g. Employees are expected to maintain professional relationships with students. 3. Employees are strictly prohibited from using any form of communication with students (e-mails, letters, notes, text messages, phone calls, conversations) that includes any subject matter that would be deemed unprofessional and inappropriate between an employee and student. This District has a "zero tolerance" for any conduct that crosses over that professional line.; a. Employees are not permitted to transport District students in the employee's privately owned vehicle, unless the employee has obtained the prior permission of the Building Principal and/or Superintendent to do so; b. Employees are not permitted to take or possess a photo or video of a student on their private devices. Student pictures for school sponsored activities used in furtherance of the District's educational mission are permitted.; c. Employees are not permitted to meet with a student or contact a student outside the employee's professional role. Employees are expected to avoid crossing a line that results in an actual or perceived inappropriate relationship. 4. District employees are mandated reporters and required to comply with all reporting requirements of the Abused and Neglected Child Reporting Act (325 ILCS 5/), Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), and the Elementary and Secondary Education Act (20 U.S.C. § 7926); 5. Employees, students, parents, and any third party can report prohibited behaviors and/or boundary violations pursuant to Board policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting*, to a District Complaint Manager, Nondiscrimination Coordinator, Title IX Coordinator, or any other District administrator or staff member the person feels

comfortable reporting to; and 6. Employees are required to complete training related to educator ethics, child abuse, grooming behaviors, and boundary violations as required by law and policies 2:265, *Title IX Sexual Harassment Grievance Procedure*; 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*; 5:90, *Abused and Neglected Child Reporting*; and 5:100, *Staff Development Program*.
To view a copy of ISBE's resource guide regarding sexual abuse response and prevention resources please click HERE.

ENROLLMENT

Students new to the Collinsville School District are required to enroll at the Collinsville Community Unit School District 10 Administration Office at 201 West Clay Street. A parent/guardian must be present to complete the enrollment process. To facilitate the enrollment process, you may wish to print and complete the C.U.S.D. No. 10 Enrollment Information form and bring it with you to the Administration Office.

Residence

Only students who are residents of the District may attend a District school without a tuition charge, except as otherwise provided below or in State law. A student's residence is the same as the person who has legal custody of the student. A person asserting legal custody over a student, who is not the child's natural or adoptive parent, shall complete a signed statement, stating: (a) that he or she has assumed and exercises legal responsibility for the child, (b) the reason the child lives with him or her, other than to receive an education in the District, and (c) that he or she exercises full control over the child regarding daily educational and medical decisions in case of emergency. If the District knows the current address of the child's natural or adoptive parent, the District shall request in writing that the person complete a signed statement or affidavit stating: (a) the role and responsibility of the person with whom their child is living, and (b) that the person with whom the child is living has full control over the child regarding daily educational and medical decisions in case of emergency. A student whose family moves out of the District during the school year will be permitted to attend school for the remainder of the year without payment of tuition, provided that the parent(s)/guardian(s) provide transportation and that the student remains in good standing. When a student's change of residence is due to the military service obligation of the student's legal custodian, the student's residence is deemed to be unchanged for the duration of the custodian's military service obligation if the student's custodian made a written request. The District, however, is not responsible for the student's transportation to or from school. If, at the time of enrollment, a dependent child of military personnel is housed in temporary housing located outside of the District, but will be living within the District within six months after the time of initial enrollment, the child is allowed to enroll, subject to the requirements of State law, and must not be charged tuition.

Residence of Students with Disabilities

The residence of a child with a disability is determined in accordance with 105 ILCS 5/14-1.11, 5.14- 1.11a, and 5/14-1.11b.

Non-Resident Students

Non-resident students may not attend District schools except as otherwise provided in State law.
If a student is determined to be a nonresident of the District for whom tuition must be charged, the person(s) enrolling the student are liable for nonresident tuition from the date the student began attending a District school as a nonresident pursuant to Illinois School Code (105 ILCS 5/10-20.12a(a). A person who knowingly enrolls or attempts to enroll in this School District on a tuition-free basis a student known by that person to be a nonresident of the District is guilty of a Class C misdemeanor, except in very limited situations as defined in State law (105 ILCS 5/10-20.12b(e). A person who knowingly or willfully presents to the School District any false information regarding the residency of a student for the purpose of enabling that student to attend any school in that District without the payment of a nonresident tuition charge is guilty of a Class C misdemeanor (105 ILCS 5/10-20.12b(f). If the Superintendent or designee determines that a student attending school on a tuition-free basis is a nonresident of the District for whom tuition is required to be charged, he or she on behalf of the School Board shall notify the person who enrolled the student of the tuition amount that is due. The notice shall be given by certified mail, return receipt requested. The person who enrolled the student may challenge this determination and request a hearing as provided by the School Code, 105 ILCS 5/10-20.12b.
The unsafe school choice option allows students to transfer to another District school or a public charter school within the District. The unsafe school choice option is available to: (1) All students attending a persistently dangerous school, as defined by State law and identified by the Illinois State Board of Education; and (2) Any student who is a victim of a violent criminal offense that occurred on school grounds during regular school hours or during a school-sponsored event.

DENIAL OF ENROLLMENT (CHS)

A school or school district may deny enrollment to a student 17 years of age or older for one semester for failure to meet minimum academic standards if all of the following conditions are met: 1) The student achieved a grade point average of less than "D" (or its equivalent) in the semester immediately prior to the current semester; 2) The student and the student's parent or guardian are given written notice warning that the student is failing academically and is subject to denial from enrollment for one semester unless a "D" average (or its equivalent) or better is attained in the current semester; 3) The parent or guardian is provided with the right to appeal the notice, as determined by the State Board of Education in accordance with due process; 4) The student is provided with an academic improvement plan and academic remediation services; 5) The student fails to achieve a "D" average (or its equivalent) or better in the current semester. No child may be denied enrollment or re-enrollment under this Section in violation of the Individuals with Disabilities Education Act or the Americans with Disabilities Act.
A school or school district may deny enrollment to a student 17 years of age or older for one semester for failure to meet minimum attendance standards if all of the following conditions are met: 1) The student was absent without valid cause for 20% or more of the attendance days in the semester immediately prior to the current semester; 2) The student and the student's parent or guardian are given written notice warning that the student is subject to denial from enrollment for one semester unless the student is absent

without valid cause less than 20% of the attendance days in the current semester; 3) The student's parent or guardian is provided with the right to appeal the notice, as determined by the State Board of Education in accordance with due process; 4) The student is provided with attendance remediation services, including without limitation assessment, counseling, and support services; 5) The student is absent without valid cause for 20% or more of the attendance days in the current semester. No child may be denied enrollment or re-enrollment under this Section in violation of the Individuals with Disabilities Education Act or the Americans with Disabilities Act.

RE-ENROLLMENT (CHS)

Re-enrollment shall be denied to any individual above the age of seventeen (17) years who has dropped out of school and who could not earn sufficient credits during the normal school year(s) to graduate before his or her 21st birthday. No child may be denied enrollment or reenrollment under this Section in violation of the Individuals with Disabilities Education Act or the Americans with Disabilities Act.

EQUAL EDUCATIONAL OPPORTUNITIES & SEX EQUITY

NOTICE OF NONDISCRIMINATION

Equal educational and extracurricular opportunities are available to all students without regard to race, color, national origin, sex, sexual orientation, gender identity, ancestry, age, religion physical or mental disability, status as homeless, immigration status, order of protection status, military status, unfavorable military discharge, reproductive health decisions, or actual or potential marital or parental status, including pregnancy. No student shall, based on sex, ~~or~~ sexual orientation, or gender identity 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. Inquiries concerning the application of Title IX (sex equity), Section 504 (handicapped) or Title VI (minorities) should be directed to the C.U.S.D. No. 10 District Office. Any student may file a sex equity complaint by using the Uniform Grievance Procedure. A student may appeal to the School Board's resolution of the complaint to the Regional Superintendent of schools and, thereafter, to the State Superintendent of Education (pursuant to 105 ILCS 5/2-3.8 of The School Code).

EXAM POLICY (COLLINSVILLE HIGH SCHOOL)

EXAM EXEMPTION POLICY

SAT testing: Seniors who took the School Day SAT in April of the previous school year and who received a score of 1250 or higher AND have three or fewer absences during first semester AND have no unexcused absences AND no discipline resulting in in-school suspension, out-of-school suspension or assignment to the STOP program will be exempt from taking 1st semester final exams.

Seniors who took the School Day SAT test in April AND who received a score of 1000 or higher AND who have three ~~five~~ or fewer absences during the entire school year AND have no unexcused absences AND no discipline resulting in in-school suspension, out-of-school suspension or assignment to the STOP program will be exempt from 2nd semester final exams. Students not enrolled in Collinsville High School during SAT School Day testing are required to take first semester examinations in all classes.

If any student has any unexcused absences, such student shall forfeit all SAT incentives.

FINAL EXAM EXEMPTION POLICY

In order to promote positive attendance, positive behavior and reward hard work, students may be exempt from taking final examinations if the following criteria are met:

Attendance/Discipline: 1) The student must have no unexcused absences and no discipline resulting in in-school suspension, out-of-school suspension or assignment to the STOP program during the school year. 2) The student must also have no more than three (3) days absent (excluding mental health and college days) during the first semester in order to be exempt from semester one final exams and no more than three (3) days absent during the second semester (excluding mental health and college days) in order to be exempt from semester two final exams.

Academics: Students who earn a semester overall grade of 'A' or 'B' in a class and comply with all stipulations of the attendance/discipline requirements (as outlined above) will be exempt from the semester exam for that class.

Students who meet the criteria to be excused from final exams may opt to take any/all final exams to try to raise their grade at no risk of lowering their grade. Students not exempt from exams who skip their semester final will receive a zero on that exam which may result in a loss of credit for that class.

Students and parents/guardians are encouraged to regularly monitor Grades and Attendance Record through their Skyward Account throughout the year.

EXAM MAKE-UP POLICY

Students are required to take semester exams: 1) during the class period(s) and 2) on the day(s) assigned. Documentation from a medical physician and/or principal approval is required for students missing final exams. Parents should not schedule appointments or vacations for students during final exams. If a student misses the first semester final exam(s) with a documented absence, he/she will be expected to make up these exams no later than the first three days of the second semester. If a student misses the second

semester final exams with a documented/approved absence, he/she will be expected to make up these exams no later than the first week of summer break. Students will not be permitted to complete semester final exams before the scheduled exam period, unless given permission by an administrator. If snow days are used, the final date for second semester changes, thus moving the date of second semester final exams. Please take this into consideration as you are scheduling vacations. Students may not be permitted to make up final exams for unexcused absences that occur on a final exam day (i.e. vacation). Students enrolled in a dual credit course with Southwestern Illinois College are required to take that final exam.

EXAM POLICY (COLLINSVILLE MIDDLE SCHOOL)

In order to promote positive attendance, positive behavior and reward hard work, students may be exempt from taking final examinations if the following criteria are met: The student has an A in the class AND the student must have no unexcused absences and no discipline resulting in in-school suspension, out-of-school suspension or assignment to the STOP program during the school year AND The student must also have no more than five (5) days absent (including mental health days and doctor appointments) during the first semester in order to be exempt from semester one final exams and no more than five (5) days absent (including mental health days and doctor appointments) in order to be exempt from semester two final exams

FAMILY LIFE & SEX EDUCATION CLASSES

Students will not be required to take or participate in any class or courses in comprehensive sex education, including in grades 6-12, instruction on both abstinence and contraception for the prevention of pregnancy and sexually transmitted diseases, including HIV/AIDS; family life instruction, including in grades 6-12, instruction on the prevention, transmission, and spread of AIDS; instruction on diseases; recognizing and avoiding sexual abuse; or instruction on donor programs for organ/tissue, blood donor, and transplantation, 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.

FEES

The Collinsville School District establishes fees and charges to fund certain school materials and activities. Each school year, the Superintendent will recommend to the School Board a schedule of fees, if any, to be charged students for the use of textbooks, consumable materials, extracurricular activities, and other school student fees.

REFUND/WAIVER OF STUDENT FEES

Students shall not be denied educational services or academic credit due to the inability of parent(s)/guardian(s) to pay fees and certain charges. Fees for textbooks, other instructional materials, and driver education, as well as fines for the loss of school property may be waived for students who meet the eligibility criteria for a waiver as described in this policy. In order that no student is denied educational services or academic credit due to the inability of parents/guardians to pay student fees and fines, the Superintendent will recommend to the Board which additional fees and fines, if any, the District will waive for students who meet the eligibility criteria for a waiver.

Collinsville Community Unit School District No. 10 has a Fee Waiver Policy for families receiving Financial Assistance under Article IV of the Illinois Public Aid Code and those students who qualify for the Free and Reduced Lunch Programs. Students whose parents are unable to afford student fees and homeless students may receive a waiver of some fees. Applications for fee waivers may be submitted by a student's parent(s)/guardian(s) who have been assessed a fee on an application form available from the Building Principal. A student shall be 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 same income guidelines, with the same limits based on household size, that are used for the federal free meals program; 2) The student's parents/guardians are veterans or active-duty military personnel with income at or below 200% of the federal poverty line; or 3) The student is homeless, as defined in the McKinney-Vento Homeless Assistance Act (42 U.S.C. §11434a).Pursuant to the Hunger-Free Students' 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.

The Superintendent or designee will give additional consideration where one or more of the following factors are present: 1) Illness in the family; 2) Unusual expenses such as fire, flood, storm damage, etc.; 3) Unemployment; 4) Emergency situations; 5) When one or more of the parents/guardians are involved in a work stoppage. The student's parent(s)/guardian(s) shall submit written evidence of eligibility for waiver of student's fee. A separate application form shall be submitted for each fee assessed to each student. The Fee Waiver Policy does not apply to Summer School or any state fees associated with Driver's Education. Questions regarding the fee waiver application process should be addressed to the CUSD10 Assistant Superintendent.

Fee waivers will be considered only if written evidence is presented by the person applying for the waiver, unless designated homeless.

"School fees" refers to any monetary charge collected by the school or district from a student or the parents/guardians as a prerequisite for the student's participation in any curricular or extracurricular program of the school or district during the school year. A school does not impose a "fee" when it requires that students provide their own ordinary supplies or materials (e.g., pencil,

paper, notebooks) that are necessary to participate in any curricular or extracurricular program. "School Fees" include, but are not limited to, the following: 1) Charges for required textbooks and instructional materials; 2) Charges and deposits collected by a school for use of school property (e.g., locks, towels, laboratory equipment); 3) Charges for field trips made during school hours, or made after school hours if the field trip is a required or customary part of a class or extracurricular activity (e.g., annually scheduled trips to museums, concerts, places of business and industry or field trips related to instruction in social studies, the fine arts, career/vocational education or the sciences); 4) Charges or deposits for uniforms or equipment related to varsity and intramural sports, or to fine arts programs; 5)School health services fees ; 6) Charges for supplies required for a particular class (e.g., shop or home economics materials, laboratory or art supplies); 7) Graduation fees (e.g., caps, gowns); 8) School records fees; 9) Driver's education fees assessed pursuant to School Code [105 ILCS 5/27-24.2]; 10) District 10 school fees include a technology device and device insurance cost. "School Fees" do not include: 1) Library fines and other charges made for the loss, misuse, or destruction of school property (e.g. Chromebook, musical instruments, library fines); 2) Charges for the purchase of class rings, yearbooks, pictures, diploma covers or similar items; 3) Charges for optional travel undertaken by a school club or group of students outside of school hours (e.g., a trip to Spain by the Spanish Club or a senior class trip); 4) Charges for admission to school dances, athletic events or other social events; 5) Optional community service programs for which fees are charged (e.g., preschool, before and after school child care, recreational programs); 6) Optional fees or charges such as parking passes; 7) Summer camps that are optional and/or not operated by District 10.

Application for Waiver of School Fees

An application form for school fee waiver is available in the District's Central Office, 201 West Clay Street, Collinsville, IL 62234, or can be downloaded using the link below. The completed form, along with documentation of the household's gross income, including a copy of current Pay Stub(s) for all family members and a copy of current income tax forms 1040 and W-2 Forms for all family members (or other evidence of documentation acceptable to the district), and any additional information/documentation required on the application, must be submitted to the school principal. One application form must be submitted at the beginning of each school year to determine the eligibility for the waiver of all applicable fees for that school year. No fee shall be collected from any parents/guardians who are seeking a fee waiver in accordance with this policy until they have been notified of the district's decision regarding the request or appeal, if one is made. Parents/Guardians are advised that supplying false information to obtain a fee waiver is a Class 4 Felony under Illinois compiled statutes 7-20 ILCS 5/17.6. If the amount of benefit obtained is over $300, it is a Class 3 Felony.

The CUSD10 Assistant Superintendent of Schools or designee will notify the parents/guardians within 30 days of receipt of the request, as to whether the request has been granted or denied. If the request is denied, or a subsequent decrease in family income occurs, you may reapply for a waiver at any time during the school year. If the denial is appealed, the District shall follow the procedures for the resolution of appeals as provided in the ISBE rule on waiver of fees.

A denial of a waiver request may be appealed to Dr. Mark B. Skertich, CUSD10 Superintendent of Schools (201 West Clay Street, Collinsville, Illinois 62234) by submitting a completed appeal form within two weeks of the denial. The person filing the appeal may request to meet in person with the CUSD10 Superintendent of Schools to explain the basis for the appeal. A decision will be mailed to the parents/guardians within 30 calendar days of the receipt of the request. The decision of the CUSD10 Superintendent of Schools is final and binding. Questions concerning the fee waiver process should be addressed to Mr. Bradley Hyre, CUSD10 Assistant Superintendent of Schools (123 West Clay Street, Collinsville, Illinois 62234).

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

FAILURE TO PAY FEES; COLLECTION

To maintain the quality of our educational programs, Collinsville School District will make every effort to secure payment of student fees from each parent/guardian who is able to pay. Collinsville School District participates in the Illinois Local Debt Recovery Program, established to collect outstanding debt in coordination with the Illinois Comptroller's Office.

FIELD TRIPS

The Board of Education encourages field trips when the experiences are an integral part of the school curriculum and contribute to the District's desired educational goals. Parents/legal guardians will be required to sign a parent permission slip before students may participate in any activity planned off the school grounds. This includes all field trips.

Approximately two weeks prior to a scheduled field trip, students will be provided with a Field Trip Approval Form and Medical Authorization Form. The Field Trip Approval Form must be approved by each of the student's teachers to indicate that the student is passing the class with a grade of 'D' or better. The Medical Authorization Form must be completed and signed by the parent/guardian. In order to be eligible for field trip attendance students must: 1) be passing all enrolled classes at the time of the submission of the Field Trip Approval Form and 2) submit a signed Medical Authorization Form. Any student who does not return a completed Field Trip Approval Form and Medical Authorization Form will not be allowed to attend the field trip. It is the responsibility of the student to inform his/her teachers of the field trip. Students must request homework for the class period(s) that they will be absent from class due to a field trip experience prior to leaving on the field trip. Students will assume responsibility for completing any work missed on the day of their return from the field trip (or as agreed to by the classroom teacher).

All students are expected to follow all school rules during a field trip experience. Any student involved in a disciplinary infraction on a field trip is subject to disciplinary action and may lose field trip privileges for the remainder of the school year. The school reserves the right to search all student luggage/bags before going on a field trip or at any time during the field trip to avoid

transporting or student possession of illegal or dangerous materials, illegal substances or unauthorized materials. Parents may decline to have their children participate in a school planned field trip. This request to not participate must be made in writing and sent to the building principal. Appropriate alternative learning experiences for non-participating students will be arranged by the teacher.

FINANCIAL AID (COLLINSVILLE HIGH SCHOOL)

GRANTS

To determine eligibility for federal aid, students planning to attend a university, college, community college, or tech school should complete the Free Application for Federal Student Aid (FAFSA) beginning in October of their senior year. The U.S. Department of Education prefers students file the FAFSA on-line at www.fafsa.ed.gov. Students without internet access may request a paper copy of the FAFSA from their counselor or by calling 1-800-433-3243.

Contact the Financial Aid Office at the colleges, community colleges or tech schools to which you have applied about any other required financial aid forms and to discuss other sources of financial assistance. Some colleges automatically consider all applicants for grants and scholarships, while others require separate forms. Check with the Financial Aid office in the fall to make sure you do not miss any deadlines.

SCHOLARSHIPS

There are many scholarships available to students both locally and nationally. The Counseling Department maintains an extensive list of scholarships. Students can access this list online by visiting https://sites.google.com/cusd.kahoks.org/chs-counseling-dept/scholarships or by logging into Naviance at https://student.naviance.com/collinsvillehs.

TRANSCRIPTS

Collinsville High School will provide students with four free transcripts. There will be a cost of $1.00 for every transcript after the initial four. The final (fifth) transcript will be sent at no additional cost. Students must fill out a Transcript Release Form online at: https://counselors.cusd.kahoks.org/transcript-requests .

FUNDRAISING AND ADVERTISING REGULATIONS

Only approved student organizations will be permitted to advertise and conduct fundraising projects on campus. A form must be filled out and approved before any fundraising project is begun. Forms are available in the school office. Organizations may advertise on campus by using posters, signs and the morning announcements. A copy of all posters, signs and bulletin notices to be used must be submitted to the main office for approval. All advertisements must be removed the day after the project has ended. Individuals may not sell any type of merchandise without consent of the school Principal. Merchandise may be confiscated and students may be disciplined for violations as determined on a case-by-case basis by school administrators.

GANG AND GANG ACTIVITY PROHIBITED

The Board of Education considers the presence of gangs and gang activities a substantial disruption of or material interference with, school and school activities. A "gang" is defined as any group, club or organization of two (2) or more persons whose purpose includes the commission of illegal acts. By this policy, the Board of Education acts to prohibit gang activity on or about school grounds, on school buses, or off school at any school activity. No student on or about school property or at any school activity or whenever the student's conduct is reasonably related to a school activity shall engage in any gang activity, including, but not limited to: 1) Wearing, possessing, using, distributing (delivery or receipt), displaying, selling or arranging/soliciting for the possession, use, distribution (delivery or receipt), display or sale of any clothing, jewelry, paraphernalia or other items which reasonably could be regarded as gang symbols; 2) Committing any act or omission, or using any speech, either verbal or non-verbal (such as gestures or hand-shakes) showing membership or affiliation in a gang; 3) Writing, drawing or distributing any gang related symbols or literature; and 4) Using any speech or committing any act or omission in furtherance of the interests of any gang or gang activity, including, but not limited to: (a) soliciting others for membership in any gangs, (b) requesting any person to pay protection or otherwise intimidating, harassing or threatening any person, (c) committing any other illegal act disruptive of school operation, or intimidating staff or students or other violation of school district policies; d) inciting other students to act with physical violence or intimidation upon any person, group or classification and/or which violate district policies or civil or criminal law.

Students engaging in any gang-related activity, as described above, may be subject to the following disciplinary action: 1) Removal from extra-curricular and athletic activities for a period of 24 months; 2) Conference with parent(s)/guardian(s); 3) Referral to appropriate law enforcement agency; and/or 4) Suspension for up to 10 days with referral to the Board of Education for possible expulsion for up to two years.

GRADES – COLLINSVILLE HIGH SCHOOL

Grades

The equivalence method is used to convert numerical scores into letter grades and to convert letter grades into numerical points according to the following scales:

Numerical Scores	Letter Grades	A.P./ Honors	Enriched	Regular
90 – 100	A	5	4.5	4
80 – 89	B	4	3.5	3
70 – 79	C	3	2.5	2
60 - 69	D	1	1	1
BELOW 60	F	0	0	0

If a class is dropped after the fifth week of a semester, the grade for that semester shall be recorded as an F.
The weighting of grades is tied to attendance.

GRADES & PROMOTION – COLLINSVILLE MIDDLE SCHOOL

Grades and grade point average are reported to the parents at the end of each quarter (nine weeks). The report cards will be available to be viewed by parents/guardians at the end of each grading period. Subject achievements are reported as letter grades and grade point averages are reported as numerical points. For questions regarding grades, please contact the classroom teacher.

Numerical Scores	**Letter Grades**
90 – 100	A
80 – 89	B
70 – 79	C
60 - 69	D
BELOW 60	F

The final grade assigned by the teacher cannot be changed by a District administrator without notifying the teacher. Reasons for changing a student's final grade include: A miscalculation of test scores; A technical error in assigning a particular grade or score; The teacher agrees to allow the student to do extra work that may impact the grade; An inappropriate grading system was used to determine the grade; An inappropriate grade was based on an appropriate grading system.
The decision to promote a student to the next grade level is based on successful completion of the curriculum, attendance, performance on standardized test or other testing. A student shall not be promoted based upon age or any other social reasons not related to academic performance.

PROMOTION POLICY

The decision to promote a student to the next grade level shall be based on successful completion of the curriculum, attendance, performance based on Standards Achievement Tests, "Local Learning Assessment" tests, or other testing. A student shall not be promoted based upon age or any other social reasons not related to academic performance. Remedial assistance options will be offered to students based upon recommendation of the school personnel. Records/grades will be reviewed by building administration at the end of the school year to determine overall readiness for the next grade. If the student is deemed ready for the next grade, s/he will be promoted otherwise; s/he will be retained. Students must meet the U.S. Constitution requirement.
***The Promotion/Retention Policy is as follows and is used as a guide by the Collinsville Middle School Administration:** 1) 4 Failures (Core Classes) – Automatic Retention; 2) One (1), Two (2) or Three (3) Failures (Core Classes) – Summer School Required for Promotion to the next grade level. Administration will make the final determination for Summer School on a case-by-case basis.

ACCELERATED PLACEMENT

The District provides for an Accelerated Placement Program (APP) for qualified students. It provides students with an educational setting with curriculum options that are usually reserved for students who are older or in higher grades than the student. Accelerated placement includes but may not be limited to: early entrance to kindergarten or first grade, accelerating a student in a single subject

and grade acceleration. Participation is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted or talented. Please contact the building principal for additional information.

GRADES AND PROMOTION - DORRIS INTERMEDIATE SCHOOL

School report cards are issued to students on a quarterly basis. For questions regarding grades, please contact the classroom teacher. The decision to promote a student to the next grade level is based on successful completion of the curriculum, attendance, performance on standardized tests and other testing.

In Collinsville CUSD10, successful completion of the curriculum in grades 5-6 means a student attained a final grade above an "F" in both reading and math. In grades K-4, students must attain a final rating higher than "Beginning" in reading and math. If a child receives an "F" as a final grade in reading and math (or "B" for grades K-4), he/she may not be promoted to the next grade level unless a remedial plan is successfully completed. Summer school is the final option of the remedial plan.

A student will not be promoted based upon age or any other social reasons not related to academic performance.

Grade Scale (Grades 5-6)

Letter Grades will be administered in core curricular areas beginning in fifth grade. Progress will be assessed according to student mastery of the state learning standards. Letter grades are issued according to the following scale.

Numerical Scores	Letter Grades
90 – 100	A
80 – 89	B
70 – 79	C
60 - 69	D
BELOW 60	F

GRADE PLACEMENT

Collinsville Community Unit School District #10 reserves the right to test or place on probation for thirty (30) days, any student transferring into the Collinsville School District for purposes of grade placement.

ACCELERATED PLACEMENT

The District provides for an Accelerated Placement Program (APP) for qualified students. It provides students with an educational setting with curriculum options that are usually reserved for students who are older or in higher grades than the student. Accelerated placement includes but may not be limited to: early entrance to kindergarten or first grade, accelerating a student in a single subject and grade acceleration. Participation is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted or talented. Please contact the building principal for additional information.

GRADES AND PROMOTION – ELEMENTARY (K-4)

School report cards are available to view in Skyward each trimester. For questions regarding grades, please contact the classroom teacher. Grades may be accessed on-line through Skyward. Parents/Guardians who do not have electronic access to their child's report card can contact the student's school office to request a hard copy of the report card in their home language. The decision to promote a student to the next grade level is based on successful completion of the curriculum, attendance, performance on standardized tests and other testing. A student will not be promoted based upon age or any other social reasons not related to academic performance. If the student is "Below" in both reading and math, he/she may not be promoted to the next grade level unless a remedial plan is successfully completed. Summer school is the final option of the remedial plan.

EXPLANATION OF ACADEMIC MARKS (GRADES K-4)

Below (B)	Below expectations on grade level standards.
Meets (M)	Meeting expectations on grade level standards.
Exceeds €	Exceeding expectations on grade level standards.

Not Assessed (NA)	The topic/concept was introduced but not assessed at this time.
Satisfactory (S)	The student's skill level is secure.
Needs Improvement (NI)	The topic has been introduced. The students' skill level is not secure.

GRADE PLACEMENT
Collinsville Community Unit School District #10 reserves the right to test or place on probation for thirty (30) days, any student transferring into the Collinsville School District for purposes of grade placement.

ACCELERATED PLACEMENT
The District provides for an Accelerated Placement Program (APP) for qualified students. It provides students with an educational setting with curriculum options that are usually reserved for students who are older or in higher grades than the student. Accelerated placement includes but may not be limited to: early entrance to kindergarten or first grade, accelerating a student in a single subject and grade acceleration. Participation is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted or talented. Please contact the building principal for additional information.

GRADUATION CREDIT REQUIREMENTS (COLLINSVILLE HIGH SCHOOL)

To graduate from high school, unless otherwise exempted, each student is responsible for: 1. Completing all District graduation requirements that are in addition to the State requirements. 2. Completing all courses as provided in the School Code, 105 ILCS 5/27-22. 3. Completing all minimum requirements for graduation as specified in State law. 4. Passing an examination on patriotism and principles of representative government, proper use of the flag, methods of voting, and the Pledge of Allegiance. 5. Participating in State assessments that are required for graduation by State law. 6. Filing one of the following: (1) a Free Application for Federal Student Aid (FAFSA) with the U.S. Dept. of Education, (2) an application for State financial aid, or (3) an Ill. State Board of Education (ISBE) waiver form indicating that the student understands what these aid opportunities are and has chosen not to file an application. If the student is not at least 18 years of age or legally emancipated, the student's parent/guardian must file one of these documents on the student's behalf. A student is exempt from this requirement if: (1) the student is unable to file a financial aid application or an ISBE waiver due to extenuating circumstances, (2) the Building Principal attests the District made a good faith effort to assist the student or the student's parent/guardian with filing a financial aid application or an ISBE waiver form, and (3) the student has met all other graduation requirements.

REQUIRED COURSES
There is no limitation on the maximum number of units of credits a student can earn, but the following courses are required and must be successfully completed: 1) English (4 credits); 2) Mathematics (3 credits, including 1 credit of Geometry and enrollment in mathematics for three full academic years); 3) Science (2 credits: 1 credit of life science and 1 credit of physical science); 4) Social Studies [2 ½ credits: including ½ credit in Government (Civics), 1 credit in United States History, and 1 credit in World History or World Geography; 5) Physical Ed. (1 credit per year; Minimum required 3 semesters of PE and 1 semester of Health, PE waiver available under certain circumstances); 6) Consumer Education (min. ¼ credit); 7) Computer Applications (¼ credit). Seniors, with parent/guardian permission, may choose to enroll in an academic class in lieu of lunch/study hall.

State Mandated Graduation Requirements
Four years of language arts; Two years of writing intensive courses, one of which must be English and the other of which may be English or any other subject. When applicable, writing-intensive courses may be counted towards the fulfillment of other graduation requirements; Three years of mathematics, one of which must be Algebra I and one of which must include geometry content and one of which may be an Advanced Placement computer science course; Two years of science; Two years of social studies, of which at least one year must be history of the United States or a combination of history of the United States and American government. Within the two years of social studies requirement, one semester of civics is required; One year chosen from (A) music, (B) art, (C) foreign language, which shall be deemed to include American Sign Language, (D) vocational education, or (E) forensic speech (speech and debate). A forensic speech course used to satisfy the course requirement for language arts may not be used to satisfy the course requirement under this subdivision; One semester of health education; Physical education classes; A course covering American patriotism and the principles of representative government, as enunciated in the American Declaration of Independence, the Constitution of the United States of America and the Constitution of the State of Illinois, and the proper use and display of the American flag; Nine weeks of consumer education; For students first entering high school in the 2022-23 school year, one year of a course that includes intensive instruction in computer literacy, which may be English, social studies, or any other subject and which may be counted toward the fulfillment of other graduation requirements.

Free Application for Federal Student Aid (FAFSA) Graduation Requirement
As a prerequisite to receiving a high school diploma, the parent or guardian of each student or, if a student is at least 18 years of age or legally emancipated, the student must comply with either of the following: 1) File a FAFSA with the United States Department of Education or, if applicable, an application for State financial aid; 2) File an ISBE waiver indicating that the parent

or guardian or, if applicable, the student understands what the FAFSA and application for State financial aid are and has chosen not to file an application.
Upon request, the school will provide a student and his or her parent or guardian any support or assistance necessary to comply with this requirement
A school district may award a high school diploma to a student who is unable to meet this requirement due to extenuating circumstances, as determined by the school district, if (i) the student has met all other graduation requirements, and (ii) the principal attests that the school district has made a good faith effort to assist the student or, if applicable, his or her parent or guardian in filing an application or a waiver.

CREDITS

Graduating students are required to have a total of 21 credits. Half a credit per semester is awarded for each course satisfactorily completed except the following: 1) Vocational Center Programs (AVC) - 3 credits -1 ½ credits per semester; 2) Driver Education – ¼ credit; 3) Computer Applications – ¼ credit class; 4) Cooperative Education – 1 ¼ credits per semester; and 5) Algebra IA– ¾ credit for each semester; CEO Entrepreneurship- 2 Credits- 1 credit per semester.
Credits in the ninth through twelfth grades are awarded at the end of first and second semester. An' F' grade in a course means no credit is earned. No credit is awarded for repeating a course if credit was earned previously for the same course - the first grade earned will be the grade used for grade point calculations (except for Current Events which may be taken for credit twice). If a course is dropped after the first five weeks of either semester, the drop will be recorded as a course attempted and will be used to compute grade point average. The grade report and student permanent record will list the drop course as 'F'.'

EARLY GRADUATION

CHS is a four-year institution that does not promote early graduation. However, students may graduate at the end of their 7th semester when they have met all graduation requirements and submitted the Application for Early Graduation by September 5th of their senior year. Early graduates will not be permitted to participate in spring extracurricular activities, attend prom or the senior class trip. Early graduates who wish to walk with their class in the graduation ceremony must attend the mandatory graduation practice. Applications for early graduation may be obtained in the Counseling Department.

HALL PASSES (COLLINSVILLE HIGH SCHOOL)

During class time, students may not be in the hallways without a signed pass. It is the responsibility of the student to assure that they have a school approved pass. Only CHS faculty and office staff may issue passes. Students with passes are to proceed directly to the location identified on the pass. Students are prohibited from altering the content of a pass without the approval of the staff member who initially issued the pass. Student-escorts for pupils with 'early passes' must remain with the pupil identified on the pass until the class dismissal bell and/or the end of the school day. The following color scheme will be followed: 1) Blue-Passes to go to the health room; 2) Orange-Passes to go to the library; 3) White–Passes issued by the office; 4) Green - Summon Slips issued by the office.

HANDBOOK RECEIPT REQUIRED

All parents/guardians must sign a receipt indicating that they agree to read and acknowledge they understand that the Student and Parent Handbook may be accessed via the Collinsville Unit 10 School District Website at http://www.kahoks.org. This should be completed through the Parent Portal in Skyward during the registration process. By signing the handbook receipt, parents/guardians/students acknowledge that they will read and follow the policies and procedures set in place for students by the C.U.S.D. No. 10 Board of Education. Parents/Guardians who sign for their child do so with the understanding that their child will read and follow the policies and procedures set in place for students by the C.U.S.D. No. 10 Board of Education.

HEALTH SERVICES

School Health Services provides emergent/urgent nursing assessment, first aid care, medication administration, vision/hearing screening/referral, health record maintenance and IEP related assessments through the health office. The health and welfare of every student is important. Regardless of the nature and extent of a student's illness or injury, it should be reported to the school nurse. Staff members can refer students to the health office and students can refer themselves by requesting a pass from a staff member. Parent/guardian notification will be based on nursing assessment and the nurse's/principal's discretion.

ACCIDENT REPORTS

If a student is seriously injured which requires medical attention while at school, at a school sponsored event or function, or on the bus, the nurse, the teacher, the bus driver and/or principal will complete an accident report. The student's parents will be notified as soon as practicable. In the event a child is seriously injured and the parents cannot be contacted, the school nurse will be notified and after an examination and consultation with the principal, a decision may be made to have the child transported to the Emergency Room. Every effort will be made to notify the parents of the decision.

ALLERGY MANAGEMENT - FOOD ALLERGY AND OTHER LIFE-THREATENING ALLERGIES

State law requires our school district to annually inform parents of students with life-threatening allergies or life-threatening chronic illnesses of the applicable provisions of Section 504 of the Rehabilitation Act of 1973 and other applicable federal statutes, state statutes, federal regulations and state rules. If your child has a life-threatening allergy or life-threatening chronic illness, please

notify the building principal and/or school nurse. Federal law protects students from discrimination due to a disability that substantially limits a major life activity. If your child has a qualifying disability, an individualized Section 504 Plan will be developed and implemented to provide the needed supports so that your child can access his or her education as effectively as students without disabilities. Not all students with life-threatening allergies and life-threatening chronic illnesses may be eligible under Section 504. Our school district also may be able to appropriately meet a student's needs through other means. If your child has a life-threatening allergy, an emergency action plan and health care plan will be developed and implemented in order to provide the best care for your child. If an EpiPen auto-injector has been prescribed, the parent/guardian will be responsible for notifying the school nurse/principal and providing the necessary emergency documentation and medication. In addition, undesignated Epipens are available in case of a first-time reaction occurring at school that can be administered by the school nurse following an assessment.

AUTOMATED EXTERNAL DEFIBRILLATOR (AED)

The state requires all public indoor athletic facilities with participants of 100 or more to have AEDs. This includes schools with gymnasiums/wrestling rooms/weight training rooms/physical education classes. An AED (Automated External Defibrillator) is a device that is designed to shock a fibrillating heart back into a normal rhythm. These are safe and effective life-saving devices. There is no danger to students, staff, or visitors. No accidental shock can be given. The device will only shock a fibrillation heart. All CUSD10 school buildings/Administration building/Administrative Annex building are equipped with Heartsine AEDs. There are additional AEDs available for athletic practices and events. Several staff members have completed CPR/AED certification training. Please make your child(ren) aware that these units are housed in wall hanging cabinets in each building and should not be tampered with by students.

BUS TRANSPORTATION - EMERGENCY MEDICAL INFORMATION FOR STUDENTS WITH SPECIAL NEEDS/MEDICAL CONCERNS DURING BUS TRANSPORTATION

The BUS TRANSPORTATION - EMERGENCY MEDICAL INFORMATION FOR STUDENTS WITH SPECIAL NEEDS/MEDICAL CONCERNS DURING BUS TRANSPORTATION form is available from the school nurse in the Health Office. The purpose of this form is to give school bus drivers/monitors information about children who may have special needs or medical concerns during bus transportation. However, the school bus drivers/monitors are not responsible for and will not give/monitor medications on the bus. The school bus drivers/monitors are not trained health care providers. No medication should be carried or used on the bus unless specific arrangements have been made with the school nurse (inhaler/EpiPen/diabetic) and in accordance with Board Policy 7:270. In an emergent situation, a bus driver should pull to a safe stop and notify dispatch to call 911. Examples of this may include but are not limited to: grand mal seizure, severe asthma attack, allergic reaction with respiratory difficulty, and/or severe bleeding from a wound. This form is available from the school nurse and will be kept in the school nurse's office, with a student's IEP/504, with a student/s HCP, and/or at the bus company.

COMMUNICABLE DISEASE – NOTIFICATION AND EXCLUSION

The school will observe recommendations of the CDC, Illinois Department of Public Health, and local health departments regarding communicable diseases. 1. Parents are required to notify the school nurse if they suspect their child has a communicable disease. 2. In certain cases, students with a communicable disease may be excluded from school or sent home from school following notification of the parent or guardian. The decision to allow attendance will be made by the school nurse. 3. The school will provide written instructions to the parent and guardian regarding appropriate treatment for the communicable disease. 4. A student excluded because of a communicable disease will be permitted to return to school only when the parent or guardian brings to the school a letter from the student's doctor stating that the student is no longer contagious or at risk of spreading the communicable disease. 5. A Susceptibility List will be kept in each building indicating the students who are at risk due to lack of immunizations, medical exemptions, or religious exemptions. Parents of susceptible students will be notified in the event of a communicable disease outbreak. If your child exhibits SYMPTOMS of the following illness(es), please follow these guidelines. A Physician's note may be required when returning to school.

ALLERGIC CONJUNCTIVITIS-(caused frequently from allergies) May return to school immediately with confirmation from doctor.

CHICKEN POX/SHINGLES-Exclusion from school for at least 5 days after the eruption of the last vesicles or until all lesions are dry and scabbed over with absence of fever.

COMMON COLD-Exclude from school for fever 100 degree F or greater for 24 hours and/or excessive coughing.

CONTAGIOUS CONJUNCTIVITIS (Pink eye)-Exclusion from school until 24 hours after treatment begins or written permission from the doctor to return to school.

CONJUNCTIVITIS - Allergic conjunctivitis can be caused by allergies. May return to school immediately with confirmation from the doctor. **Contagious Conjunctivitis** (Pink eye) is caused by a bacteria or virus. Must be excluded from school until 24 hours after treatment begins and written permission from the doctor to return to school.

COVID - Exclude until fever-free without fever reducing medications for at least 24 hours and symptoms are significantly improving overall. Upon return and for the next 5 days, the CDC recommends enhancing hygiene practices, wearing a well-fitted mask and physical distance from others when indoors as much as possible.

FEVER-Fever is considered to be 100 degree F or greater. Exclusion from school until the student is **fever-free** for 24 hours without fever-reducing medications.

FIFTH'S DISEASE-Rash will appear lace-like and bright red on arms/chest/abdomen. Facial cheeks may appear bright red. No exclusion unless fever over 100 degrees is present. May require written verification from physician

GASTROENTERITIS (PARASITIC/VIRAL)-Exclusion from school until 24 hour absence of **diarrhea, vomiting, and fever** 100 degree F or greater.
HAND FOOT MOUTH DISEASE-May see lesions on hands, feet, and/or face. Return with written verification from a physician and/or lesions are intact and dry or can be covered at all types. Must be fever free and practice good hygiene (for example-no drooling, no toys in mouth, good hand washing, etc.).
HEPATITIS A VIRUS-Exclusion from school until a written release from doctor is obtained. Must be free of diarrhea, vomiting, and fever for 24 hours before returning to school.
IMPETIGO-Exclusion from school until sores are healed over without drainage or with permission from the physician to return to school 24 hours after treatment begins. Note: Lesions must be covered while in school when possible.
INFLUENZA (FLU)-Exclusion from school until absence of fever (fever is 100 degree F or greater) for 24 hours.
MENINGITIS-Exclusion from school until absence of fever for 24 hours without fever-reducing medication, at least 24 hours of antibiotics, and with written release from the physician.
PEDICULOSIS (HEAD LICE)-Exclusion from school may occur for live lice/multiple nits per the discretion of the school nurse/principal until 1) treatment with appropriate lice eliminating product, 2) removal of live lice/multiple nits, and 3) completion of a head check by the school nurse/principal.
PINWORMS-Exclusion from school until 24 hours after first treatment confirmed. May require written verification from a doctor to return to school. Practice good/frequent handwashing.
RINGWORM-Exclusion from school until 24 hours after treatment begins with written verification from the doctor or evidence of over-the-counter antifungal treatment has been initiated. Lesions should be kept covered at school.
SCABIES-Exclusion from school until 24 hours after the first scabicide treatment confirmed. Written verification from the physician to return to school.
STREP THROAT and SCARLET FEVER-Exclusion from school until 24 hours after treatment (antibiotic) begins with written permission from the doctor to return to school, provided that fever is absent without fever-reducing medications for 24 hours.
STAPH and MRSA-Exclusion from school for a minimum of 48 hours after antibiotic treatment has begun and lesions are closed or completely covered. Exclude if wounds cannot be well contained under a dressing. Exclude from high-risk activities such as contact team sports if the wound cannot be completely covered with a secure bandage that will remain intact throughout sport activity, until completely healed. Exclude from use of pools/whirlpool until wounds are healed. Students must practice good frequent hand hygiene. *Must have doctor written permission to return to school.*
OXYGEN SATURATION-Fingertip pulse oximetry may be used as a tool for asthmatic episodes, coughing episodes, choking episodes, and/or allergic reaction episodes. *Healthy Saturation Levels 95-100%.* If a fingertip pulse oximeter indicates an oxygen saturation level *below 95%* that does not improve after medication/treatment, the student must be sent home and encouraged to call/visit their physician or ER.
PERTUSSIS (WHOOPING COUGH)-Must be excluded for 5 days of appropriate antibiotic treatment. Must be fever free and cough controlled when returning to school. May require written verification from a physician to return to school.

CONCUSSIONS

A concussion is a traumatic brain injury that interferes with normal brain function. Concussions can range from mild to severe and can occur in any organized or unorganized sport or recreational activity resulting from a fall or from players colliding with each other, the ground, or with obstacles. CUSD#10 has Guidelines for Concussive Injuries developed in accordance with 105 ILCS 5/10-20.53, 5/34-18.45 and based on the recommendations from IHSA and the Centers for Disease Control. Students with a concussive injury should not return to physical activity (PE/recess/practice/competition) during the same day of the injury. A physician's note and suggested activity progression should accompany a student and/or student athlete to return to school and or physical activities.

Student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois High 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.

More information can be found at www.kahoks.org/CHS/Sports/Sports_Medicine.htm, www.cdc.gov/safechild www.ihsa.org/Resources/SportsMedicine/ConcussionManagement.aspx, www.cdc.gov/ConcussionYouthSports

DIABETES – CARE FOR

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 school principal or school nurse. Parents/guardians are responsible for and must: 1) 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; 2) Inform the school in a timely manner of any changes to their emergency contact numbers or contact numbers of health care providers; 3) Sign the Diabetes Care Plan; 4) Grant consent 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 building principal or school nurse.

EMERGENCY EPIPEN-INJECTORS

There will be emergency undesignated EpiPen-injectors available in each school building to be used as needed following an assessment by the school nurse or trained staff member (with CPR/AED certification) of a child with a suspected allergic reaction.

Students who have prescribed EpiPen-injectors at school with appropriate paperwork and pharmacy labels can be administered as needed by any trained school staff or self-administered by the student.

EMERGENT HEALTH CONCERNS

Serious illness or injury must be reported immediately to the health office. If a student is too ill or seriously injured and cannot report to the health office on his own, the teacher should contact the main office. If the student is too ill or seriously injured to remain at school, the nurse will make all of the necessary arrangements for the student to go home or be transported by emergency services.

EXEMPTIONS

A student will be exempted from physical/immunization/dental/eye exams for:

1. Religious Objection-a student's parent/guardian presents a Certificate of Religious Exemption to the school nurse/principal. This statement must be approved by the district superintendent or appointed designee. 2. Medical Objection-a student's parent/guardian presents to the school nurse/principal a written and signed statement from the child's physician indicating the reason for the exemption. 3. Eye exam requirement-the student's parent/guardian shows an undue burden or a lack of access to a licensed optometrist/ophthalmologist. A signed eye exam waiver must be on file. 4. Dental exam requirement-student's parent/guardian shows an undue burden or a lack of access to a dentist. A signed dental exam waiver must be on file.

HEAD LICE

Management on the Day of Diagnosis: If a student has a head lice infestation (live bugs) the student may have limited direct contact with others until treated, parents notified, and student sent home per the discretion of the school nurse/principal based on the number of nits/live lice and treatment history. Prompt treatment is recommended. The school will provide written instructions to the parent or guardian regarding appropriate treatment for the infestation.

Upon return to school, parents should accompany students to the health room for a head check before they enter the classroom. Parents should be aware that if live lice and/or nits remain, a child may be sent back home per the discretion of the school nurse/principal. The health staff will make every effort to keep your child in school, but your cooperation/prompt and thorough treatment is a must.

HEALTH EXAMINATIONS AND IMMUNIZATIONS - REQUIRED

All students are required to present appropriate proof that the student received a health examination and required immunizations against preventable communicable diseases. Students must present an up-to-date immunization record that meets all Illinois requirements or an immunization schedule from the physician. Lack of proper immunizations is subject to exclusion from school. Students who are not compliant with physical examination and immunization requirements and have not submitted a waiver to be exempt from immunizations will be excluded from school and will not be permitted to make-up work for academic credit for their absences. The District will also report the student as truant. If a student submits a valid waiver to be exempt from immunization and is subsequently excluded from school due to a disease outbreak or due to his/her exposure to any of the diseases for which immunization is required, the excluded student will have the opportunity to make up all missed academic work for full credit.

SCHOOL HEALTH REQUIREMENTS

Early Childhood/Pre-Kindergarten:
- Physical Exam on Illinois State Form by October 15, 2025

Documented up-to-date Immunizations

Kindergarten:
- Kindergarten Physical Exam on Illinois State Form by October 15, 2025
- Documented up-to-date Immunizations
- Eye Exam on Illinois State Form by Oct 15, 2025
- Kindergarten Dental Exam on Illinois State Form by May 15, 2026

First Grade:
- Same as Kindergarten, Kindergarten Dental Exam completed

Second Grade:
- Same as Kindergarten
- Second grade Dental Exam on Illinois State Form by May 15, 2026

Third/Fourth/Fifth Grade:
- Same as Kindergarten, Second grade Dental Exam completed

Sixth Grade:
- Sixth grade Physical Exam on Illinois State Form by October 15, 2025
- Documented up-to-date Immunizations
- Proof of at least one Tdap Booster
- One dose Meningococcal Conjugate Vaccine (MCV4)
- Sixth grade Dental Exam on Illinois State Form by May 15, 2026

Seventh/Eighth Grades:
- Same as Sixth grade, Sixth grade Dental Exam completed

Ninth Grade:
- Physical Exam on Illinois State Form by October 15, 2025
- Documented up-to-date Immunizations
- Ninth grade Dental Exam on Illinois State Form by May 15, 2026

Tenth/Eleventh Grades:

Same as Ninth grade, Ninth grade Dental Exam completed

Twelfth Grade:

Proof of at least one meningococcal on or after 16th birthday, Ninth grade Dental Exam completed

Transfer Students:

District within Illinois: meet requirements of grade level within 30 days of start date

From another State: meet requirements of grade level within 30 days of start date, Eye Exam performed within one year if new to Illinois schools.

**A completed PHYSICAL EXAM includes all required fields (immunizations, examination results, system review, diabetic screening, lead risk assessment, physical education examination). It must be on the Illinois Certificate of Child Health Examination form signed by a Physician/PA/APN including the office stamp/contact information. The health history located on the back of the physical form must be completed and signed by the parent/guardian. Must be completed by October 15 of the required grade or may be subject to EXCLUSION from school.

**DENTAL EXAM - IDPH Proof of School Dental Examination form including the dentist signature and office/clinic information and completed within 18 months of May 15 of the required grade level.

** EYE EXAM - Illinois Eye Examination Report form including doctor signature and completed within one year of the required grade level or upon entry to an Illinois school.

**MEDICAL EXEMPTIONS – written documentation from the physician (ask School Nurse for form).

**RELIGIOUS EXEMPTIONS – written religious explanation from the parent/guardian, signed by a physician (ask for form).

**SPORTS PHYSICAL - If your child will be participating in grades 7-12 sports, a sports physical is required annually (the ninth grade physical exam may be used during freshman year only) on the IHSA/IESA Physical form. Sports physicals are valid for 395 days and must be completed prior to tryouts/practice/play.

Please communicate with your building SCHOOL NURSE if you are in need of assistance finding resources, etc. We are more than willing to assist you in any way we can to prevent your child's exclusion from school.

HEALTH OFFICE

Medical facilities will be available for students that become ill during the school day. Students who feel ill during class should secure a pass from the teacher to go to the health office. If the nurse is not in the office, students should report to the school office. Injuries occurring in the classroom or during physical education class should be reported to the teacher in charge before going to the health office. The school nurse or office must make contact with a parent/guardian/emergency contact before ill students are allowed to be picked up/signed out and/or sign themselves out.

HEARING AND VISION SCREENING

The Illinois Department of Public Health requires certain grade levels be screened for hearing and vision. Certified vision and hearing technicians will perform the screenings. Hearing screening will be conducted for early childhood, pre-kindergarten, kindergarten, first, second, third, and special education students. Vision screening will be conducted for early childhood, pre-kindergarten, kindergarten, second, eighth, and special education students. Color vision screening will be performed for second grade. Vision screening is not a substitute for a complete eye exam by an eye doctor. If your student has completed a hearing or vision exam within one year, you may send a copy of the report to the school to be kept with your child's health record. Only if this documentation is present will your child be exempt from testing. Your child may also be screened during the school year upon request of the teacher based on the observable signs of hearing or vision difficulties in the classroom. If your child fails either the hearing or vision screening, you will receive a letter of notification.

INSURANCE - SCHOOL

School insurance is offered at the beginning of each school year. Parents are encouraged to take advantage of this offering. Envelopes for enrolling for this insurance are available at centralized registration or in the school's office.

MEDICATION POLICY COLLINSVILLE UNIT #10 SCHOOL DISTRICT

STUDENTS ARE NOT ALLOWED TO CARRY ANY TYPE OF MEDICATIONS WHILE IN SCHOOL OR RIDING A SCHOOL BUS. (Students may carry inhalers, Epi-pens, or Diabetic supplies if the student's parent/guardian has completed and signed a *School Medication Authorization Form* as discussed below. If it is necessary to carry these medications/supplies on the bus, an Emergency Medical Information for Students with Special Needs/Medical Concerns During Bus Transportation form may be completed.) Student medication form is available in the school health office.

1. School personnel will not administer medication at school if arrangements can be made so that the student can receive the medication at home. Medications that can be given before and/or after school should be given at home.

2. **Epi-Pens** may be carried and self-administered by the student if the physician indicates in writing on the medication request form that it is medically necessary that the Epi-Pen be carried by the student at all times and that the student has been instructed in the use and self-administration of the Epi-Pen and can fulfill the requirements of the procedure. (The student will be issued a permanent pass for the school year at the senior high level).
3. **Inhalers** kept in the health room must have a ***pharmacy label*** and/or copy of the pharmacy label and the ***Student Medication Authorization Form signed by the*** **physician and parent** on file at school.
Students who self-carry their inhaler must have a copy of the ***pharmacy label*** and the ***Student Medication Authorization Form signed by the parent*** on file at school.
An ***Asthma Action Plan*** should be on file for all students who keep an inhaler in the health room or self-carry and inhaler.
It is recommended to keep an extra inhaler in the health room for emergency use even if the child will self-carry an inhaler.
4. Students who are diabetic may also self-carry and self-administer diabetic testing supplies and insulin. Students who are diabetic must also have a Diabetes Care Plan on file with the school.
5. All medications administered to students during school hours must be transported to and from school by a parent or another adult acting on the parents' behalf.
6. **All requests to administer medication (prescription or non-prescription) to students must be in writing on the designated "Student Medication Authorization Form" and signed by the parent or legal guardian and the physician or appointed designee. Medication will not be administered unless a request form is properly completed and the medication is labeled properly.**
7. All medications, prescribed by the physician, must be in the original pharmacy container. **Prescription medication must have the pharmacy label on the medication bottle, box, or administration device**. **Non-prescription medication must come in a new sealed container.** Any change in the dosage of the medication and/or the directions for use will require a *corrected pharmacy label* indicating the changes and a *signed note from the physician*.
8. All medications given at school require a new Student Medication Authorization Form at the start of each school year.
9. **The administration of any medication containing a narcotic is discouraged during school hours**. If a student requires medication of this type for pain, it is recommended that he/she remain at home until a milder form of medication can be used. It is highly recommended that parents do not administer narcotics before school due to safety issues at school.
10. **Cough drops are permitted at the elementary and intermediate levels (Pre-K to 6th) with a medication permission form or dated note signed by parent/guardian. All cough drops need to be in a new, sealed package.** Students will be asked to stay in the health room or supervised by the teacher in the classroom while the cough drop is administered. However, cough drops are discouraged at this grade level due to risk of choking.

ADMINISTRATION OF MEDICINES TO STUDENTS

Administering Medicines to Students

Students should not take medication during school hours or during school-related activities 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 and otherwise follow the District's procedures on dispensing medication.

No School District employee shall 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 shall 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 policy and its implementing procedures. Nothing in this policy shall prohibit any school employee from providing emergency assistance to students, including administering medication.

Self-Administration of Medication

A student may possess and self-administer an epinephrine injector, e.g., EpiPen®, and/or asthma medication prescribed for use at the student's discretion, provided the student's parent/guardian has completed and signed a School Medication Authorization Form. The Superintendent or designee will ensure an Emergency Action Plan is developed for each self-administering student. A student may self-administer medication required under a *qualifying plan*, provided the student's parent/guardian has completed and signed a *School Medication Authorization Form*. A qualifying plan means: (1) an asthma action plan, (2) an Individual Health Care Action Plan, (3) an allergy emergency action plan, (4) a plan pursuant to Section 504 of the federal Rehabilitation Act of 1973, or (5) a plan pursuant to the federal Individuals with Disabilities Education Act.

The 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.

School District Supply of Undesignated Asthma Medication

The Superintendent or designee shall implement 105 ILCS 5/22-30(f) e and maintain a supply of undesignated asthma medication in the name of the District and provide or administer them as necessary according to State law. Undesignated asthma medication means an asthma medication prescribed in the name of the District or one of its schools. A school nurse may administer an undesignated asthma medication to a person when they, in good faith, believe a person is having respiratory distress. Respiratory distress may be characterized as mild-to-moderate or severe.

School District Supply of Undesignated Epinephrine Injectors

The Superintendent or designee shall implement 105 ILCS 5/22-30(f)and maintain a supply of undesignated epinephrine injectors in the name of the District and provide or administer them as necessary according to State law. Undesignated epinephrine injector means an epinephrine injector prescribed in the name of the District or one of its schools. A school nurse may administer an undesignated epinephrine injector to a person when they, in good faith, believe a person is having an anaphylactic reaction.

School District Supply of Undesignated Opioid Antagonists

The Superintendent or designee shall implement 105 ILCS 5/22-30(f)and maintain a supply of undesignated opioid antagonists in the name of the District and provide or administer them as necessary according to State law. Opioid antagonist means a drug that binds to opioid receptors and blocks or inhibits the effect of opioids acting on those receptors, including, but not limited to, naloxone hydrochloride or any other similarly acting drug approved by the U.S. Food and Drug Administration. Undesignated opioid antagonist is not defined by the School Code; for purposes of this policy it means an opioid antagonist prescribed in the name of the District or one of its schools or obtained by the District without a prescription. A school nurse or Trained staff may administer an undesignated opioid antagonist to a person when they, in good faith, believe a person is having an opioid overdose. See the website for the Ill. Dept. of Human Services for information about opioid prevention, abuse, public awareness, and a toll-free number to provide information and referral services for persons with questions concerning substance abuse treatment.

Administration of Medical Cannabis

The Compassionate Use of Medical Cannabis Program Act allows a medical cannabis infused product to be administered to a student by one or more of the following individuals: 1. A parent/guardian of a student who is a minor who registers with the Ill. Dept. of Public Health (IDPH) as a designated caregiver to administer medical cannabis to their child. A designated caregiver may also be another individual other than the student's parent/guardian. Any designated caregiver must be at least 21 years old and is allowed to administer a medical cannabis infused product to a child who is a student on the premises of his or her school or on his or her school bus if: a. Both the student and the designated caregiver possess valid registry identification cards issued by IDPH; b. Copies of the registry identification cards are provided to the District; c. That student's parent/guardian completed, signed, and submitted a School Medication Authorization Form - Medical Cannabis; and d. After administering the product to the student, the designated caregiver immediately removes it from school premises or the school bus. 2. A properly trained school nurse or administrator, who shall be allowed to administer the medical cannabis infused product to the student on the premises of the child's school, at a school-sponsored activity, or before/after normal school activities, including while the student is in before-school or after-school care on school-operated property or while being transported on a school bus. 3. The student him or herself when the self-administration takes place under the direct supervision of a school nurse or administrator.

The District retains the right to use its discretion to regulate the administration of the product, which may not be administered in a manner that, in the opinion of the District or school, would create a disruption to the educational environment or cause exposure of the product to other students. A school employee shall not be required to administer the product.

Discipline of a student for being administered a product by a designated caregiver, or by a school nurse or administrator, or who self-administers a product under the direct supervision of a school nurse or administrator pursuant to this policy 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.

The District reserves the right to restrict or otherwise stop allowing the administration of medical cannabis to a child if the District or school would lose federal funding as a result.

Void Policy

The School District Supply of Undesignated Asthma Medication section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated asthma medication from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school asthma medication. The School District Supply of Undesignated Epinephrine Injectors section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated epinephrine injectors from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school epinephrine injectors. The School District Supply of Undesignated Opioid Antagonists section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for opioid antagonists from a health care professional who has been delegated prescriptive authority for opioid antagonists in accordance with Section 5-23 of the Substance Use Disorder Act, or (2) fill the District's prescription for

undesignated school opioid antagonists. The Administration of Medical Cannabis section of the policy is void and the District reserves the right not to implement it if the District or school is in danger of losing federal funding.

Administration of Undesignated Medication

Upon any administration of a medication permitted by State law, the Superintendent or designee(s) must ensure all notifications required by State law and administrative procedures occur.

Disclaimers

Upon implementation of this policy, the protections from liability and hold harmless provisions applicable under StaTe law apply. No one, including without limitation parent(s)/guardian(s) of students, should rely on the District for the availability of undesignated medication. This policy does not guarantee the availability of undesignated medications. Students and their parent(s)/guardian(s) should consult their own physician regarding these medication(s).

MEDICATION – AUTHORIZED USE OF

A student may possess and self-administer an epinephrine auto-injector (EpiPen) and/or an asthma inhaler prescribed for immediate use at the student's discretion, provided the student's parent/guardian has completed and signed a School Medication Authorization Form. The school and 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 or epinephrine auto-injector or the storage of any medication by school personnel. A student's parent/guardian must agree to 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 auto-injector and/or asthma inhaler, or the administration of any physician ordered medication by school personnel.

The Student Medication Authorization Form (required for all prescription and non-prescription medications at school) must be completed by the student's parent(s)/guardian(s) each school year. This form must be on file in the Health Office, or in the absence of a Health Office, the School Principal's Office.

School personnel will destroy any medication that is not removed from the school at the end of the school year.

Students are not permitted to carry any type of medications while in school or riding a school bus to and from school unless the physician agrees that it is medically necessary for the student to carry his/her inhaler, EpiPen®, or Diabetic supplies. *Discipline for Medication Policy violations includes all disciplinary measures in the student discipline code.*

Resources: Public Act 096-1460 Recommended Guidelines for Medication Administration in Schools Illinois Department of Human Services and the Illinois State Board of Education, 9/2000

Public Act 099-0843 Asthma Episode Emergency Response Protocol and Asthma Action Plans

Public Act 98-0795 Self-Administration and Self-Carry of Medications for Asthma and Allergy

Void Policy

The School District Supply of Undesignated Asthma Medication section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated asthma medication from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school asthma medication.

The School District Supply of Undesignated Epinephrine Injectors section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated epinephrine injectors from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school epinephrine injectors.

The School District Supply of Undesignated Opioid Antagonists section of the policy is void whenever the Superintendent or designee is, unable to obtain a supply of opioid antagonists due to a shortage, in which case the District shall make reasonable efforts to maintain a supply.

The Administration of Medical Cannabis section of the policy is void and the District reserves the right not to implement it if the District or school is in danger of losing federal funding.

MEDICAL EMERGENCY RESPONSE TEAMS

Medical Emergency Response Teams have been established in each building to respond to medical emergencies including cardiac, asthma, anaphylaxis, diabetes, seizures, and opioid overdose in a timely manner. MERT team members are trained in CPR/AED, Choking Resuscitation, First Aid and Stop the Bleed techniques.

NON-EMERGENT HEALTH CONCERNS (CHS)

Situations that do not demand emergent treatment can be referred, according to the following procedure: 1) The student reports to class and requests a pass to go to the health office. Students will need a blue pass signed by the teacher to enter the health office. The student should proceed directly to the health office and remain there until released. Any student who arrives at the health office without a proper pass may be sent back to class. If the nurse is not in the office, the student should report to the Counseling Department; 2) If the student is too ill or seriously injured to remain at school, the nurse will make all of the necessary arrangements for the student to go home. Under no circumstances, may a student who is ill leave school without checking with the school nurse,

school administrator, or CHS attendance office. Students are discouraged from making their own arrangements to leave school by the use of cell phones or other office phones. Student initiated contact to depart campus may be considered unexcused (without school permission) or early dismissal (arranged through the attendance office); 3) Any student who has sustained a serious injury or experiences fever (100 degrees or more), diarrhea, or vomiting, may be immediately dismissed from school through the health office; 4) The nurse may contact student's parent/guardian to bring a one-time dose of medication to treat symptoms such as headache, colds, menstrual cramps, etc.; 5) Parent(s)/guardian(s) are required to notify the school nurse if they suspect their child has head lice. If a student has a head lice infestation (live bugs) the student may have limited direct contact with others until treated, parents notified, and the student sent home per the discretion of the school nurse/principal based on the number of nits/live lice and treatment history. Prompt treatment is recommended. The school will provide written instructions to the parent or guardian regarding appropriate treatment for the infestation and procedures for the return of their child to school. Upon return to school, parents should accompany students to the health room for a head check before they enter the classroom. Parents should be aware that if live lice and/or nits remain, a child may be sent back home per the discretion of the school nurse/principal. The health staff will make every effort to keep your child in school, but your cooperation is a must. Parent notes requesting PE exemptions should be delivered to the CHS health office prior to first hour class. Doctor's notes (indicating time frame) are required for the following: PE exemptions greater than two days, five-minute early pass from class (related to medical reason), use of elevator ($20.00 Fob replacement cost), special needs passes for bathroom privileges, and snacks and/or drinks during the day.

NURSE - SCHOOL

The school nurse supports student success through interventions that improve student health and impact academic achievement by providing emergent care, support of disease processes, development of individual healthcare plans, and involvement in the IEP process. School nurses also act as on-site public health investigators; in this role, school nurses work to prevent the spread of communicable disease and respond to disease outbreaks under the direction of the Health Department.

HELP AND RESPONSE TEAM

H.A.R.T. is an acronym for "Help And Response Team", for the Collinsville Unit 10 School District. This team is activated during any traumatic event that causes a state of heightened emotions and interrupts the normal daily routine within a school. The H.A.R.T. team is brought into the school building to assist in dealing with unexpected events which could include student or staff deaths, or local/state/national emergencies through announcements, classroom presentations, individual and group discussions and follow-up support. The H.A.R.T. members are trained staff from within the Collinsville school district. Members include administrators, counselors, social workers, psychologists, nurses, speech/language pathologists, classroom teachers, and special education teachers. Each H.A.R.T. member has completed intensive training from "The National Institute for Trauma and Loss in Children." Many members are certified as a "TLC School Specialists", and are registered with the national "TLC" program.

In the event of the death of a current student or staff member: 1) After the event is verified, the district's trauma response team (Help and Response Team - HART) will be activated and district social workers, counselors, and psychologists can be made available to assist students and staff through the grieving process; 2) Resources regarding grief and trauma response will be provided to staff and available for students and families at their request; 3) Students wishing to attend the funeral service may do so with parent permission. These students will be excused from class but will be required to make up any missing assignments. Special arrangements will be made for siblings or relatives of the deceased student or staff member; 4) Assemblies will not be scheduled; rather, students will be supported in individual and small group settings; 5) The Superintendent or their designees will be the only persons authorized to talk with representatives from the media. With permission, the media may be allowed on school property; 6) Those students or families who would like to do something in memory of a student or staff member can meet with school social workers or counselors to discuss manners in which to do so outside of the school building or grounds; 7) The Collinsville High School graduation ceremony is reserved for the celebration of scholastic achievement and the anticipation of future opportunities available to all of the graduates. In order to best acknowledge the loss, supporting those who are ready and able to commemorate those who are no longer able to celebrate with the class and those who are not or choose not to have feelings of grief overshadow their time of personal celebration, a memorial flower arrangement will be a part of the annual graduation ceremony to acknowledge all of those who are not able to celebrate the achievement with us.

HOME AND HOSPITAL INSTRUCTION

A student who is absent from school, or whose physician, physician assistant, or advanced practice registered nurse anticipates that the student will be absent from school, because of a medical condition may be eligible for instruction in the student's home or hospital. Eligibility shall be determined by State law and the Illinois State Board of Education rules governing (1) the continuum of placement options for students who have been identified for special education services or (2) the home and hospital instruction provisions for students who have not been identified for special education services. Appropriate educational services from qualified staff will begin no later than five school days after receiving a written statement from: (1) a physician licensed to practice medicine in all of its branches, (2) a licensed physician assistant, or (3) a 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. A student who is unable to attend school because of pregnancy will be provided home instruction, correspondence courses, or other courses of instruction (1) before the birth of the child when the student's physician, physician assistant, or advanced practice registered nurse indicates, in writing, that she is medically unable to attend regular classroom instruction, and (2) for up to three

months after the child's birth or a miscarriage. Periodic conferences will be held between appropriate school personnel, parent(s)/guardian(s), and hospital staff to coordinate course work and facilitate a student's return to school.

HOMELESS CHILDREN EDUCATION

Each child of a homeless individual and each homeless youth has equal access to the same free, appropriate public education, as provided to other children and youths, including a public pre-school education. A "homeless child" is defined as provided in the McKinney Homeless Assistance Act and State law. The Director of Student Services shall act as or appoint a Liaison for Homeless Children to coordinate this policy's implementation. When a child loses permanent housing and becomes a homeless person as defined at 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.

HOMEWORK

Homework is part of the District's instructional program and has the overarching goal of increasing student achievement. Homework is assigned to further a student's educational development and is an application or adaptation of a classroom experience. Homework is any work assigned to the student to be completed outside the classroom to measure what students have learned in the classroom. It is an integral part of the educational process and has a positive effect on educational achievement. Homework is a discipline for students to develop organizational skills, responsibility, self-confidence, and good work and study habits and helps facilitate knowledge acquisition, critical thinking, and skill development in specific subject areas. The time requirements and the frequency of homework will vary depending on a student's teacher, ability and grade level. The student shall have the responsibility to contact their teacher(s) concerning a plan for completing make-up work for equivalent academic credit within a reasonable time (this usually means one (1) day for each day of reported or documented absence). Students will not be allowed to make-up work missed due to an unexcused absence.

HONOR ROLL (COLLINSVILLE HIGH SCHOOL)

The Honor Roll is the method of recognizing students for high scholastic achievement. It is based on grades from the 1st semester and 2nd semester. Qualification to the Honor Roll requires a grade point average (GPA) of at least 3.40.

IDENTIFICATION CARDS

(COLLINSVILLE MIDDLE SCHOOL & COLLINSVILLE HIGH SCHOOL)

In order to maintain a safe and secure school environment, Collinsville High School and Collinsville Middle School provides every student a school lanyard and ID badge free of charge at the beginning of the school year. The ID and lanyard must be worn upon arrival to campus, up until the student leaves campus every school day. IDs must be worn around the neck, on the front of the body, on the outermost clothing, and properly display their current Collinsville High School and Collinsville Middle School ID card. ID cards and lanyards must remain in good condition and not be altered. No decorative stickers of any type should be placed on these identification cards. In the classroom, there may be situations, at the teacher's discretion, where students may remove their ID lanyards to complete a classroom activity (i.e. PE, science lab, etc.). Any student who loses his/her identification card, or is not in possession of an identification card, will be required to purchase a replacement ID card and lanyard. Students may purchase a replacement card and lanyard $10.00 in the CHS Attendance Office/CMS Main Office. Students who habitually do not have an ID card, will face progressive disciplinary action. Students defacing their ID will have to purchase a new ID card and may face disciplinary action. Students may not use computers without the regular student ID or with a temporary ID card. The ID may be needed during the school day, to be presented to any authorized school personnel upon request, for admission into athletic events and assembly programs, to check out books from the media center, to purchase breakfast/lunch or any other times when deemed necessary.

ILLINOIS ELEMENTARY SCHOOL ASSOCIATION (IESA) (COLLINSVILLE MIDDLE SCHOOL)

ATTENDANCE & HOME SCHOOL ELIGIBILITY

Students must attend member schools and may only represent in competition the school they actually attend. See exceptions noted below and 2.140. In music organizational events, students from more than one member school may participate together in an event entered by one member school. The Executive Director shall have discretion to authorize the use of students from member feeder schools in junior high school activities provided: • They are students at an elementary attendance center located in the same school district which feeds the junior high school; and • They are not members of a grade school team in a sport, scholastic bowl team, speech chorale reading group, or music organization group which is entered in the IESA state tournament series; and • They are members of the junior high school athletic or scholastic bowl team for at least one-half of the regular season contests; and • Request

for use of these feeder students is submitted by the junior high school principal to the Executive Director prior to participation in any given activity; and • They are eligible under and in compliance with the requirements of these By-Laws; and • The junior high school principal assumes full responsibility for the conduct of these students during all activities in which they represent the junior high school.

SCHOLASTIC STANDING

All contestants shall be in grades five through eight (5-8) and shall not have passed eighth grade standing. At no time, may a student who is in fourth grade or lower practice or participate with a member school. A student shall be doing passing work as determined by the local school district in all school subjects and the school shall certify compliance with this By-Law. Use of a player, contestant, or participant shall be deemed such certification. For all IESA activities, athletic as well as non-athletic, passing work shall be checked weekly. Eligibility will be applied to the Monday through Saturday following the week that was checked. Students must be passing each subject each week to be eligible. Grades shall be cumulative for the school's grading period. The eligibility check shall be the same day each week unless school is not in session; then it must be taken on the last day of student attendance that week. For fall sports, the first eligibility check shall be made following the first full week of attendance at the beginning of the school year. During the succeeding weeks of the school year, the eligibility check shall begin the week prior to the first contest in an activity. In cases where a contest has been postponed or re-scheduled, the current week eligibility shall be used to determine a student's eligibility. For example, a contest is scheduled to be played on Tuesday and because of poor weather, the contest is rescheduled for two weeks later. A student who was grade eligible for the originally scheduled game but is ineligible during the week of the rescheduled game is not eligible. Conversely, a student who was ineligible the week of the originally scheduled game and is grade eligible the week of the rescheduled contest is eligible to play.

RESIDENCE

A student shall be eligible if he/she attends the member school in the district in which he/she resides. If the parents of a student move from one school district to another during the school year, the student may retain eligibility for the remainder of the school year provided the student continues to attend the school in the district from which the parents moved. Students in special education classes have the option of participating for their home school district, which is counting their attendance, and receiving state aid for them or at the attendance center of their special education class. Once the student has chosen the option, it will not be changed unless the student's special education Individualized Education Plan (IEP) changes.

TRANSFER

A transfer student is defined as one who transfers from one school to another school after the first day of classes at his/her school. A student who transfers from one school to another school shall be eligible to participate under the following guidelines: a. The student would be eligible to participate in a sport at their new school during the current school year if during the IESA designated season for a sport, the student had NOT participated in a tryout, organized practice, or contest in that sport at their previous school. See By-Law 2.072 regarding student status as a member of a team. b. A student who transfers from one school to another and is eligible in accordance with section (a) above shall become eligible to participate in contests for the new school on his/her eleventh day of attendance at the new school in any sport or activity and provided all other eligibility requirements are met.

A student who transfers from one school to another is eligible immediately if the school from which he/she transfers is involved in a co-op with the school to which he/she is transferring.

USE OF PARTICIPANTS

Only students who are currently eligible under the rules and By-Laws are eligible to participate. A student becomes a member of the school team when he/she practices with the school team or participates in a contest.

SCHOOLS WITH WHICH CONTESTS MAY BE HELD

Member schools may permit eligible students to participate in interscholastic activities as school representatives pursuant with the following: • Schools which are members of this Association; • Illinois elementary attendance centers containing any of the grades five through eight which are not members of this Association; Effective July 1, 2024 - 16 - • Any school (Illinois or non-Illinois) containing grades five through eight as long as that contest is held in an Illinois school; • Non-Illinois elementary attendance centers in states adjacent to Illinois which contain any of the grades five through eight. Member schools may not permit students to participate as school representatives in interscholastic activities with high school or non-school groups. Member schools are not allowed to practice against or with other schools, including high schools, or allow students from their own school to practice with a different school.

SPORTSMANSHIP OF SCHOOL REPRESENTATIVES

It is the clear obligation of students, school staff, boards of education, and all other official representatives of member schools in all interscholastic relationships to practice and promote the highest principles of sportsmanship and the ethics of competition, and it is the obligation of the member school to maintain proper crowd control at all interscholastic activities. The Association shall have no responsibility for crowd control or for the actions of school representatives. The Board of Directors shall have full authority to penalize any member school, any of whose representatives or spectators may be adjudged upon competent evidence to have violated these obligations. The IESA and its Board of Directors require an administrator or school representative (other than the participating coaches) be in attendance at all home contests. It is recommended that in addition to the tournament manager, an administrator or other school representative from the host school be in attendance at all times for state tournament series contests. The IESA and its Board of Directors recommends that a school have a policy in place when it is necessary to deal with a fan ejection(s). For all contests, game officials will be required to fill out and submit a special report form for an ejection within 48 hours of the incident. In addition, the host school administrator on duty should also complete a special report form within 48 hours and return it to the IESA office following any ejection.

MISBEHAVIOR DURING ACTIVITIES

Students participating in interscholastic contests in violation of the By-Laws, or other persons found to be in gross violation of the ethics of competition or the principles of good sportsmanship, may be barred by the Executive Director from interscholastic activities.

STANDARDIZED IESA CALENDAR

All IESA-sponsored state tournament series, sport seasons, and activities shall be conducted on dates established with the standardized calendar adopted by the Board of Directors. 2.132 The standardized calendar shall number the weeks of the year, with week one (No. 1) being the first full week of July (Sunday through Saturday). The standardized calendar shall be updated and adopted annually at the September board meeting for a three-year period and is subject to change. The standardized calendar is available from the IESA website and should be checked periodically by school personnel for updated dates/changes.

ILLINOIS HIGH SCHOOL ASSOCIATION (IHSA) (COLLINSVILLE HIGH SCHOOL)

This summary is for the purpose of assisting in the understanding of IHSA By-laws and Policies. In case of a conflict between this publication and the constitution and by-laws of the IHSA, the constitution and by-laws shall control.

ELIGIBILITY RULES

When you become a member of an interscholastic team at your high school, you will find that both your school and the IHSA will have rules you must follow in order to be eligible for interscholastic participation. The IHSA's rules have been adopted by the high schools, which are members of IHSA as part of the Association's constitution and by-laws. They must be followed as minimum standards for all interscholastic athletic competition in any member high school. Your high school may have additional requirements, but they may not be less stringent than these statewide minimums. The principal/official representative of your school is responsible to see that only eligible students represent the school in interscholastic competition. Any question concerning your eligibility should be referred to your principal/official representative, who has a complete copy of all IHSA eligibility rules, including the Association's due process procedure. Only the IHSA Executive Director is authorized to make formal rulings on eligibility, so if your principal/official representative has questions or wishes assistance in answering your questions, the principal/official representative should contact the IHSA Office. Information contained here highlights some of the most important features of the IHSA by-laws regarding interscholastic eligibility. It is designed to make you aware of major requirements you must meet to be eligible to compete in interscholastic competition. The information here is only a general description of major by-law provisions and does not contain the statement of the by-laws in their entirety. You can review the by-laws at www.ihsa.org. You may lose eligibility for interscholastic competition if you are not in compliance with IHSA by-laws. Remember, if you have any questions regarding IHSA rules, please contact your principal/official representative.

Attendance A. You may represent only the school you attend. Participation on a cooperative team of which your school is a member is acceptable. B. You must be enrolled and attending classes in your high school no later than the beginning of the 11th school day of the semester. C. If you attend school for ten (10) or more days during any one semester, it will count as one of the eight (8) semesters of high school attendance during which you may possibly have eligibility. D. If you have a lapse in school connection for ten (10) or more consecutive school days during a semester, you are subject to ineligibility for the rest of the semester. The specific terms of your extended absence must be reviewed by the Executive Director to determine if it is "lapse in school connection" or not.

Scholastic Standing A. You must pass twenty-five (25) credit hours of high school work per week. Generally, twenty-five (25) credit hours is the equivalent of five (5) .5 credit courses (2.5 full credits). B. You must have passed and received credit toward graduation for twenty-five (25) credit hours of high school work for the entire previous semester to be eligible at all during the ensuing semester.

Residence Your eligibility is dependent on the location of the residence where you live full time with your parents, parent who has been assigned custody by the court, or court appointed legal guardian. You may be eligible if you are entering high school as a freshman and: A. You attend the public high school in the district in which you live full time with both of your parents, custodial parent or court appointed guardian; or B. In the case of a multiple school district, you attend the public high school in the attendance area where you live full time with your parents, custodial parent or court appointed guardian; or C. You have paid tuition to attend a public school for a minimum of 7th and 8th grades in a district other than the one where you live with your parents, custodial parent or court appointed guardian and you continue to pay tuition as a high school student in that same district; or D. You attend a private/parochial school located within the boundaries of the public school district where you live with your parents, custodial parent or court appointed guardian; or E. You attend a private/parochial high school and have attended a private/parochial school for 7th and 8th grades, or for any four (4) grades from kindergarten through eighth grades; or F. You attend the private/parochial high school which one or both of your parents attended; or G. You attend a private/parochial high school located within a thirty (30) mile radius of the residence where you live with your parents, custodial parent or court appointed guardian.

Transfer A. In all transfer cases, both the principal of the school from which you transfer and the principal of the school into which you transfer must concur with the transfer in writing on a form provided by the IHSA Office. You cannot be eligible when you transfer until this form is fully executed and on file in the school office. B. If you transfer after classes begin for the current school term, you will definitely be ineligible for thirty days from the date you start attending classes at the new high school. In

addition, you will be ineligible for that entire school term in any sport in which you engaged in any team activity, including but not limited to tryouts, drills, physical practice sessions, team meetings, playing in a contest, etc. at the school from which you transferred. For example, if you were out for cross country at the school from which you transfer and transfer after the IHSA sport season has begun, you will be ineligible for cross country that entire school term at the new school. C. If you transfer attendance from one high school to another high school, you will be ineligible unless: 1. Your transfer is in conjunction with a change in residence by both you and your parents, custodial parent or court appointed guardian from one public school district to a different public school district; 2. Your transfer is between high schools within a public school district and both you and your parents, custodial parent or court appointed guardian change residence to the district attendance area for the school to which you transfer; 3. Your parents are divorced or legally separated; you transfer to a new school in conjunction with a modification or other change in legal custody between your parents by action of a judge; and required court documents are on file at the school into which you transfer; D. If you transfer in conjunction with a change in legal guardianship, a ruling on your eligibility must be obtained from the IHSA Office. E. If you transfer attendance from one school to another while you are ineligible for any reason, the period of ineligibility imposed prior to your transfer or the period of ineligibility that would have been imposed had you stayed at the school, will be enforced at the school to which you transfer, even if you are otherwise in compliance with the by-laws. F. Any questions about your eligibility in any of these instances must be resolved by a formal ruling from the IHSA Executive Director. Illinois High School Association G. In all other transfer situations, a ruling by the IHSA Executive Director is necessary to determine your eligibility. This ruling must be obtained in writing by the principal/official representative of the school into which you transfer before you participate in an interscholastic athletic contest.

Age You will become ineligible on the date you become twenty (20) years of age, unless your twentieth (20th) birthday occurs during a sport season. In that case, you will become ineligible in regard to age at the beginning of the sport season during which your twentieth (20th) birthday occurs.

Physical Examination You must have placed on file with your principal/official representative a certificate of physical fitness, signed by a licensed physician, physician's assistant or nurse practitioner in order to practice or participate. Your physical examination is good for 395 days from the date of the exam. The physician's report must be on file with your high school principal/official representative.

Amateur Status If you win or place in actual competition, you may accept a medal or trophy for that accomplishment, without limit to its cost. Your school may provide IHSA state champions with championship rings/mementoes. B. For participating in competition in an interscholastic sport, or for athletic honors or recognition in a sport, you may receive any type of award (except cash, check or legal tender) that does not exceed $75 fair market value. There is no limitation on the value of your school letter. C. The amateur rule does not prohibit you from being paid to referee, receiving pay for teaching lessons or coaching in a little kids league, etc. It only applies to your own competition in an athletic contest. D. If you violate the amateur rule, you become ineligible in the sport in which you violate. You must be reinstated by the Executive Director before you may compete again.

Recruiting of Athletes A. The by-laws prohibit recruiting of high school students for athletics. If you are solicited to enroll in or transfer to a school to participate in athletics, you are being illegally recruited and your eligibility is in jeopardy. B. You will lose your eligibility if you enroll in or transfer to a school in response to recruiting efforts by any person or group of persons, connected with or not connected with the school, related to athletic participation. C. You will lose your eligibility if you receive special benefits or privileges as a prospective student-athlete, which are not uniformly made available to all students who attend your school. D. You may not receive an "athletic scholarship" or any other special benefit from your school because you participate in athletics. E. It is a violation for any student-athlete to receive or be offered remuneration or any special inducement, which is not made available to all applicants who apply to or enroll in the school. F. It is also a violation to induce or attempt to induce or encourage any prospective student to attend any member school for the purpose of participating in athletics, even when special remuneration or inducement is not given. Please remember that you may not be offered or receive any benefit, service, privilege or opportunity, which is not also provided or made available to all prospective students at that school. Note: If you are interested in finding out more information about a school, contact the principal/official representative or an administrator at the school, not a member of the coaching staff.

School Team Sports Seasons A. Each sport conducted by IHSA member schools has a starting and ending date. Your school may not organize a team, begin practice or participate in contests in a given sport until the authorized starting date. Your school may not continue to practice or participate in contests after the authorized ending date. This means that: 1. During the school year, you may not participate on a non-school team coached by any member of your school's coaching staff unless it meets specific criteria established by the bylaws. 2. No school coach may require you to participate in an out-of-season sport program as a requirement for being a member of a school team. B. Violation of the sport season by-laws will result in penalty to you and/or to your school's coaching personnel.

Playing in Non-School Competition A. During the time you are participating on a school team in a sport at your high school, you may neither play on a non-school team nor compete in non-school competition as an individual in that same sport or in any skill of that sport. B. If you participate in a non-school competition during a sport season and subsequently wish to join the school team in the same sport, you will not be eligible. C. If you wish to participate in a competition sanctioned by the National Governing Body, or its official Illinois affiliate for the sport, your principal/official representative must request approval in writing from the IHSA Office prior to any such participation. D. You may try out for a non-school team while you are on your school's team in that same sport, but you may not practice, receive instruction, participate in workouts, or participate in competition with a non-school team in that same sport until you cease being a member of your school's team. You cease being a member of your school's team

when the team(s) of which you are a member terminates for the school term. E. You will become ineligible if you participate in, practice with or compete against any junior college, college or university team during your high school career.

All-Star Participation A. After you have completed your high school eligibility in the sport of football, basketball, soccer or volleyball, you may participate in three (3) all-star contests in any of these sports and still play for other school teams, provided the high school season in that sport has been completed. You may lose your eligibility for other interscholastic sports if you play in all-star competition in any of these sports under any other conditions. B. You are not restricted from participating in all-star competition in sports other than football, basketball, soccer or volleyball, except that you may not do so during the school season for the sport.

Misbehavior During Contests A. If you violate the ethics of competition or the principles of good sportsmanship, you may be barred from interscholastic athletic contests, either as a participant or spectator or both. B. If you are ejected from a contest for unsportsmanlike conduct, you will be ineligible for your team's next contest. You are also subject to other penalties.

The complete set of IHSA By-laws and Policies is available at www.ihsa.org.

INSURANCE - STUDENT

School insurance coverage is offered to students through the school district. It is available to those who desire this type of protection. It is a requirement that any student who participates in the school athletic program must carry some type of accident insurance. The regular policy protects you while on the way to and from school, at all school-sponsored activities, and while at school. A special policy may be purchased that protects the student 24 hours a day for the entire year. Football players are required to have special insurance coverage. This is obtained through the CHS/CMS school office. Forms that explain the policies, and their cost, may be accessed via the Collinsville Unit 10 District website at http://www.kahoks.org.

INTEGRATED PEST MANAGEMENT

Integrated Pest Management (IPM) is the practice of determining and implementing the most appropriate and least invasive techniques for controlling pests by emphasizing prevention and by employing physical, cultural, biological and only as a last resort, hazardous chemical controls. IPM is the best approach to pest control. Every effort is made to help protect the health and safety of students and staff. Illinois law (as required by the Structural Pest Control Act, 225 ILCS 235/, and the Lawn Care Products Application and Notice Act, 415 ILCS 65/) requires schools to maintain a registry of parents and guardians of students and employees who have registered to receive written notification prior to application of pesticides to school buildings or provide written notification to all parents and guardians of students before such pesticide application. Written notification may be included in newsletters, bulletins, calendars, or other correspondence currently published by the school district. The written notification must be given at least four business days before application of the pesticide and identify the intended date of the application of the pesticide and the telephone contact number for school personnel responsible for the pesticide application program. Prior written notice shall not be required if there is an imminent threat to health or property. If such a situation arises, the appropriate school personnel must sign a statement describing the circumstances that gave rise to the health threat and ensure that written notice is provided as soon as possible. If a parent or guardian wants to be notified before a pesticide application is applied please fill out the form below and send it to the Director of Building and Grounds, 201 West Clay St, Collinsville, IL 62234. Any questions call the Director at 618-346-6350, ext. 4292. Pesticide applications will take place on the 3rd Friday of each month after school is out for the day, on an as needed basis.

Pesticides

Pesticides will not be applied on the paved surfaces, playgrounds, or playing fields of any school serving grades K-8 during a school day or partial school day when students are in attendance for instructional purposes. Additionally, the application of any restricted use pesticides is prohibited on or within 500 feet of school property during normal school hours. The Superintendent or designee shall maintain a registry of employees and parents/guardians of students requesting notification before the application of pesticide(s) and notify these people as required by the Structural Pest Control Act, 225 ILCS 235/, and the Lawn Care Products Application and Notice Act, 415 ILCS 65/.

Collinsville Unit 10 is aggressively working toward the reduction of pesticides with the implementation of an Integrated Pest Management (IPM) Program and will use the lowest risk factor chemicals that are available.

NOTIFICATION OF PESTICIDE APPLICATION	
*Student Name*_____ *School Student Attends:*_____	*Parent/Guardian Name (Print):*_____ *Parent/Guardian Signature:*_____ *Parent Guardian Address:*_____ *Parent/Guardian Phone::*_____

Please send this form to the: Collinsville School District # 10, Director of Buildings & Grounds, 201 West Clay Street, Collinsville, IL 62234

INVITATIONS & GIFTS (DORRIS INTERMEDIATE & ELEMENTARY SCHOOLS)

Birthday Invitations should only be brought to school if there is one for the entire class or all the girls or all the boys. Balloons and flowers should not be sent to school for a student

LIBRARY/MEDIA CENTER (CUSD10)

Collinsville CUSD 10 provides an impartial environment in which individuals and their interests are brought together with the universe of ideas and information spanning the spectrum of knowledge and opinions. The District's library media program complies with (1) State law and Ill. State Board of Education (ISBE) rule and (2) the following standards: 1. The program includes an organized collection of resources available to students and staff to supplement classroom instruction, foster reading for pleasure, enhance information literacy, and support research, as appropriate to students of all abilities in the grade levels served; 2. Financial resources for the program's resources and supplies are allocated to meet students' needs; 3. Students in all grades served have equitable access to library media resources; 4. The advice of an individual who is qualified according to ISBE rule is sought regarding the overall direction of the program, including the selection and organization of materials, provision of instruction in information and technology literacy, and structuring the work of library paraprofessionals; 5. The program adheres to the principles of the American Library Association's Library Bill of Rights, (which indicate that materials should not be proscribed or removed because of partisan or doctrinal disapproval) and its interpretative statements, Freedom to Read and Access to Library Resources and Services for Minors policy statements in support of acquiring and managing collections; 6. Staff members are invited to recommend additions to the collection; 7. Students may freely select resource center materials as well as receive guided selection of materials appropriate to specific, planned learning experiences; 8. The program is guided by the principles of the American Library Association's Library Bill of Rights and its interpretation for school libraries.

Vision & Mission Statements

Our vision of a school library/media center is not a warehouse of artifacts but a cognitive playground for the community we empower. Aligned with instructional and student performance objectives, our mission is to be facilitators of knowledge creation. Through easy access to virtual and physical activities, resources, individuals and spaces provided, the library/media center will empower its community the ability to shape the world that surrounds them.

Selection & Acquisitions
School Library Gifts and Donations
Collection Maintenance and Weeding
School Library Reconsiderations

LIBRARY/MEDIA CENTER (COLLINSVILLE HIGH SCHOOL)

Library services are available to all students following the posted library rules. The library provides the student with an opportunity to learn as an individual. It also serves as a point of voluntary access to ideas and information. We desire that all students benefit from an appealing library environment that supports their academic endeavors. Students needing to use the library may do so in the following manner: 1) Before and/or after school with a pass from the librarian (evening library hours will be announced as determined); 2) During class with the classroom instructor; 3) During class with a pass from the classroom instructor; and 4) During study hall and/or lunch with a library pass issued by the librarian and/or classroom teacher.

GUIDELINES FOR LIBRARY USE

1) The CHS Library is open for student use on school attendance days, Monday through Friday from 7:45AM to 3:15PM (after school hours will be announced as determined); 2) Students may access the library by entering through the glass doors, after which the student must sign in; 3) Students may be assigned a seat upon entering the library; 4) Students should return library items to the book drop located at the circulation desk or outside the library doors; 5) Students coming to the library on an individual basis from a classroom must present a valid pass upon entering the library. Passes issued from study hall must be obtained from a content area teacher or the librarian; 6) Students must conduct activities in a manner which will not disrupt other students or staff members using the library. Behaviors which disrupt others will result in a verbal warning and/or disciplinary action; 7) Students must use library technology only for designated academic purposes. Inappropriate use of district technology which violates the CHS Internet Acceptable Use Policy will be subject to disciplinary action as outlined in this handbook. Students should be aware that library computers are monitored both locally and remotely. *THE # 1 RULE: Ask if you need help! We are here to assist you in any way that we can!*

POLICIES FOR LIBRARY USE:

Check-Out Policies: 1) The borrowing of library items requires both a zero balance for fines and no overdue books; 2) Students should never check out items for another student. The borrower is always held responsible for items checked out under his/her name; 3) Books may be checked out for two weeks at a time and may be renewed at the library or online. Students may check out up to 3 books at one time.

Due Dates: Due dates are stamped on date-due cards that are issued with all materials.
Lost/Damaged Library Materials: When a student loses any library materials, he/she must pay for the cost of replacing the materials. If materials are not still in print, students must pay for a like material to replace the lost material(s). The replacement material may cost more than the original. We will search reputable publishers for pricing. If a student damages library materials, the librarian will make the decision to replace or refurbish the item. In both cases, the borrower will be responsible for any cost incurred.
Interlibrary Loan: CHS students have inter-library loan privileges. As such, students will be held financially responsible for inter-library loan items that are lost, damaged, or overdue.
Access to Library Resources: As stated in the ALA's Library Bill of Rights, only parents/guardians maintain the right and responsibility to restrict their student's access to library resources, including inter-library loan selections (Section 53.1.4). We encourage parents/guardians to be actively aware of their student's reading selections.

LIBRARY/MEDIA CENTER (COLLINSVILLE MIDDLE SCHOOL)

Library services are available to all students following the posted library rules. The library provides the student with an opportunity to learn as an individual and is often used by teachers for whole class activities. It also serves as a point of voluntary access to ideas and information. We desire that all students benefit from a positive library environment that supports their academic endeavors.

Students needing to use the library may do so in the following manners:

1) During class with the classroom instructor.
2) During class with a pass from the classroom instructor.
3) During study hall and/or lunch with a library pass issued by the librarian and/or classroom teacher.
4) Anytime via our Book Delivery Request Form on the CMS Library website.

GUIDELINES FOR LIBRARY USE

1) The CMS Library is open for student use on school attendance days, Monday, Tuesday, Thursday, and Friday from 8:40 AM to 3:40 PM and Wednesdays from 8:40 AM - 3:10 PM
2) Students may access the library by entering through the main double doors, after which
the student must sign in at the chromebook on the circulation desk.
3) Students may be assigned a seat upon entering the library.
4) Students should return library items to the book drop located at the circulation desk or outside the library doors.
5) Students coming to the library on an individual basis from a classroom must present a valid pass upon entering the library. Passes issued from Kahok Connect study hall must be obtained from their KC teacher or the librarian via the pass request form available on the library website on select mornings until the end of first hour. Final say is up to the discretion of the KC teacher.
6) Students must conduct activities in the library in a manner which will not disrupt other students or staff members using the library, acting in accordance with CMS Code of Conduct parameters. Behaviors which disrupt others will result in a verbal warning and/or disciplinary action and possible restrictions to library privileges.

POLICIES FOR LIBRARY USE:

Check-Out Policies:

1) The borrowing of library items requires both a zero balance for fines and no overdue books; 2) Students should never check out items for another student. The borrower is always held responsible for items checked out under his/her name.
3) Books may be checked out for two weeks at a time and may be renewed at the library or online. Students may check out up to 2 books at one time- some exceptions can be made to this but are addressed on a case by case basis.
Due Dates: Due dates are stamped on date-due cards that are issued with all materials.
Overdue Fines: Students bear the responsibility of their overdue fines by paying them with one of the most valuable things they have- their time. Students will be assigned a number of days they must report to the library to read after having eaten lunch, based on the amount of time their book was late. The fine will be considered paid once the student has come to the library for all assigned periods. Several times throughout the year the students with overdue fines may be given the opportunity to pay fines with things like canned goods for the needy or candy for the "Reading is Sweet" Program, but these opportunities are not guaranteed. When students have not come to the library for their assigned fine time or paid by an alternate option within the timeframe it is offered, students will then owe the standard 25-cents per day fine from the due date to the day the book is returned.
Lost/Damaged Library Materials: When a student loses any library materials, he/she must pay for the cost of replacing the materials. If materials are not still in print, students must pay for a like material to replace the lost material(s). The replacement material may cost more than the original. We will search reputable publishers for pricing. If a student damages library materials,
the librarian will make the decision to replace or refurbish the item. In both cases, the borrower will be responsible for any cost
Incurred.
Access to Library Resources: As stated in the ALA's Library Bill of Rights, only parents/guardians maintain the right and responsibility to restrict their student's access to library resources, including inter-library loan selections (Section 53.1.4). We encourage parents/guardians to be actively aware of their student's reading selections.

LIBRARY/MEDIA CENTER (DORRIS INTERMEDIATE SCHOOL)

Checkout Policy

1) Books are checked out for two weeks: 2) Maximum 2 books at a time. (More books are allowed if discussed with Library Assistant); 3) Renewals can be made at the request of the student at any time (Maximum 3 renewals)

Fines

1) There are no fines if the book is returned.; 2) If a student claims that they have returned the book, the librarian will check the shelves to see if a mistake was made. If the book was returned it should be on the shelves. 3) If a book is lost or damaged beyond repair the librarian/library aide will offer the student the following options. a) Pay for the cost of the book; b) Purchase the same hardbound book c) Donate two books. Administration may determine that students with outstanding books fees may not check out any other books until all due books are returned and/or fines paid.

Expectations for Behavior

1) Respect Yourself; 2) Respect Others; 3) Respect Property

The Media Center respects and encourages the right of parents to choose what their child reads. Parents/guardians are encouraged to be actively aware of the physical & digital reading material selected by their child. In order to help parents make those choices please contact the librarian (mhayman@kahoks.org) for help.

LOCKERS

A student's locker is the property of the school and must be used for the purpose intended, a storage area for books, school supplies relating to school use, outdoor garments and personal items which the student is legally entitled to have in his or her possession. If school officials believe that the student has placed illegal or dangerous materials, illegal substances or unauthorized school materials in the locker, school officials may search the locker (and/or its content), with or without the student's knowledge or consent. Lockers may be searched by school officials at any time.

Students will receive a locker assignment by the school office during registration. Students must keep their assigned lockers. Students may not switch lockers or share lockers with another student without administrative approval for a valid and appropriate reason. Students may be subject to disciplinary consequences if they violate this policy. Students must provide locks for their locker or a school lock may be put on it. It is required that students keep their assigned locker securely locked. Students are responsible for the contents of their assigned locker. Lockers are to be cleaned out before leaving school for the summer. The school will not be responsible for lost or stolen items. PE locks and lockers will be assigned in PE classes by the teachers. There will be a $2.00 replacement fee charged for the loss or damage of PE class locks.

LOST AND FOUND

Lost and found items may be retrieved in the school office. All unclaimed items will be donated to a charitable organization.

MANDATED REPORTER

All school personnel, including teachers and administrators, are required by law to immediately report any and all suspected cases of child abuse or neglect to the Illinois Department of Children and Family Services.

MULTILINGUAL ENGLISH LEARNERS

The school offers opportunities for resident English Learners to achieve at high levels in academic subjects and to meet the same challenging State standards that all children are expected to meet. Parents/Guardians of English Learners will be informed how they can: (1) be involved in the education of their children; (2) be active participants in assisting their children to attain English proficiency, achieve at high levels within a well-rounded education, and meet the challenging State academic standards expected of all students; and (3) participate and serve on the District's Bilingual Education Program Parent Advisory Committee. For questions related to this program or to express input in the school's English Learners program, contact the District's Bilingual Coordinator.

Bilingual Programs/Transitional Bilingual Education

Transitional Bilingual Education (TBE) programs are required at schools where there are 20 or more Multilingual English Learners of the same language. The Transitional Bilingual Education program is for non-native English-speaking students who have difficulty with written or spoken English. The program provides instruction in the student's native language (Spanish) with transition into English. The program helps students to succeed in academic subjects and learn English and develop their native language. Currently Collinsville Community Unit School District 10 offers the TBE program to students in PK-12th grade who speak Spanish. Schools that support the TBE program are Kreitner Elementary, Caseyville Elementary, Dorris Intermediate, Collinsville Middle and Collinsville High School.

Dual Language Education

One-Way Dual Language is a Spanish dual language program that includes instruction in both English and Spanish to help Emergent Bilinguals excel academically while becoming bilingual, biliterate and bicultural. A one-way program is intended for native Spanish speakers to continue developing and building on their native languages while learning English. Students spend part of the school day learning in their native language and part of the day learning in their non-native language. Students in dual language programs develop high-levels of proficiency in their own language as well as a second language. The benefits of balanced bilingualism allow for creativity and problem solving, greater cross-cultural understanding, and marketability for future college

and career goals in a bilingual and multilingual society. The Dual Language Model of Spanish/English instructions: Kinder-80/20%, 1st-70/30%, 2nd-60/40%, 3rd-6th50/50%.SchoolsthatsupporttheDual Language program are Kreitner Elementary (K-4th), Caseyville Elementary (K-4th), Dorris Intermediate (5th-6th).

Emergent Bilingual Program

The Emergent Bilingual Program is for newcomer students who are recent immigrants to the United States with limited English proficiency or interrupted education in their native countries. This multigrade classroom (1st-4th) teaches These multigrade classrooms (1st-3rd and 4th -6th) teach English and acculturation to U.S. schools, as well as academic subjects. The EB program is not a permanent placement for students who may need more than one year in this classroom. As students learn BICS (Basic Interpersonal Communication Skills), they would begin a gradual transition to the larger classroom with continued Bilingual Education.

Bilingual Assessments WIDA Screener

The WIDA screener is an abbreviated version of the ACCESS 2.0 test for ELLs. It is given to all new students in the district if a non-English language is indicated on the Home Language Survey. The test is administered by Multicultural Program staff and takes approximately 30-60 minutes or more depending on the English ability of the student.

ACCESS stands for "Assessing Comprehension and Communication in English State-to-State for English Language Learners." The ACCESS test is used to measure student growth in English proficiency. Students are tested in the 5 areas: Social and Instructional Language, Language Arts, Math, Science and Social Studies. All 4 language domains (listening, speaking, reading and writing) are assessed within these content areas. The testing window usually begins in January. The **Illinois State Board of Education (ISBE)** requires that all students in kindergarten through 12th grade who have been identified as an English Learner take the state's English language proficiency test each year, regardless of level of service, until they meet the Illinois state-mandated criteria of an overall composite score of 4.8. Students may not opt out of testing.

NATIONAL HONOR SOCIETY (NHS) (COLLINSVILLE HIGH SCHOOL)

The National Honor Society chapter of Collinsville High School is a duly chartered and affiliated chapter of this prestigious organization. Membership is open to those students who meet the required standards in four areas of evaluation: scholarship, leadership, service, and character. Standards for selection are established by the national office of N.H.S. and have been revised to meet our local chapter needs. Students in the eleventh and twelfth grades who have completed at least one semester at C.H.S. are eligible for membership. A student must maintain a minimum cumulative grade point average of 3.5. Those students who meet this criterion are evaluated by the faculty in regards to character. The faculty takes into consideration their professional reflections on a candidate's character and leadership as well as reviewing school disciplinary records. Pledges must: 1) be active members in at least three sponsor-approved school activities; 2) perform thirty five (35) hours of sponsor-approved community service; 3) maintain a minimum cumulative grade point average of 3.5 at the end of semester one and a grade point average of 3.5 for the third academic quarter; 4) attend five (5) N.H.S. meetings; and 5) exemplify the qualities of outstanding character and leadership. A formal induction ceremony is held at the school to recognize all newly selected members. Once inducted, new members are required to maintain the same level of performance in all four criteria that led to their selection.

NATIONAL JUNIOR HONOR SOCIETY (NJHS) (COLLINSVILLE MIDDLE SCHOOL)

Eligibility for NJHS is based on the student's academic performance and must meet the GPA for chapter selection standards; Selection is based on the submission of a candidate form, which reflects the candidate's service to the community and excellence in the areas of leadership, citizenship, and character. School faculty will also evaluate candidates these requirements; The NJHS Faculty Council will score candidates based on a rubric, which considers the above criteria. The decisions of the Faculty Council for selection or non-selection are final; NJHS members are held to the highest standard of character and citizenship; NJHS morning meetings and study hall meetings are held once per month, unless otherwise explained by the adviser; Students transferring into CMS their 8th grade year will gain automatic admission if they have been inducted from their sending school; Members are expected to attend ALL meetings and activities; the adviser must be given advanced written notice of absences and members must make up the missed time with individual service hours; Each month, NJHS members will participate in a service project as a group, which may take place within or outside of the school building; Members will need to complete a minimum of 15 hours of service during the school year in which he or she is a member; Any member displaying poor character or citizenship in CMS classrooms or hallways can receive a NJHS character violation from any teacher or staff member at CMS; At the end of each grading period, the adviser will check the GPA for each member to ensure in remains at or above chapter standards; if not he or she will be given written notice that he/she has been put on academic probation until the next grading period; At the end of each grading period (or more often if needed) the adviser will check the discipline records for each member. If these reflect a standard of behavior below chapter standards, the Faculty Council will convene to determine the student's status as a member; Students who do not comply with the principles and rules of membership will be dismissed after a (3/5 majority) vote of the Faculty Council; For particularly flagrant violations (per Article X, Section 2 of the NJHS Constitution), the adviser will meet with the Principal and exercise their

prerogative to dismiss the member without convening the Faculty Council; For more information about the National Junior Honor Society, check out the national organization's website: https://www.njhs.us/

NATIONAL TECHNICAL HONOR SOCIETY (NTHS) (COLLINSVILLE HIGH SCHOOL)

The National Technical Honor Society chapter of Collinsville High School is a duly chartered and affiliated chapter of this prestigious organization. Membership is open to those students who meet the required standards in a career and technical field. Standards for selection are established by the national office of the National Technical Honor Society and have been revised to meet our local chapter needs. Students in the eleventh and twelfth grades who are enrolled in a vocational program at C.H.S. are eligible for membership. Pledges must: 1) be a member of a Career and Technical organization (ie. Skills/USA, HOSA, and/or DECA); 2) maintain a minimum cumulative grade point average of 3.0; 3) maintain a minimum cumulative grade point average of 3.5 in the first semester while attending CHS AVC classes; 4) maintain an 'A' average in their AVC class; 5) commit to fifty (50) hours of sponsor-approved community service; 6) meet any financial obligations for membership; 7) provide teacher recommendations to the CHS NTHS selection committee. Pledges will be notified regarding selection and proper procedures to complete membership requirements.

NCAA CLEARINGHOUSE (COLLINSVILLE HIGH SCHOOL)

Students wishing to participate in Division I or Division II athletics must first be certified by the NCAA Clearinghouse. Student athletes should start the certification process early, usually by the end of their junior year. The documents that the Clearinghouse requires are as follows: 1) A completed and signed Student Release Form; 2) Initial eligibility certification fee payment; 3) An official high school transcript; and 4) ACT and/or SAT scores.

Parents/Guardians are responsible for verifying that all NCAA requirements are met and are encouraged to order a free copy of the NCAA 'A Guide for College Bound Student-Athlete' by calling 1-877-262-1492. Detailed information regarding the academic course requirements for NCAA Division I and Division II athletics may be obtained at the NCAA Clearinghouse website: http://www.ncaa.org/student-athletes/future/eligibility-center.

NONPUBLIC SCHOOL STUDENTS

PART-TIME ATTENDANCE

The District accepts nonpublic school students, including parochial and home-schooled students, who live within the District for part-time attendance in the District's regular education program on a space-available basis. Requests for part-time attendance must be submitted to the Building Principal of the school in the school attendance area where the student resides. All requests for attendance in the following school year must be submitted before May 1. A student accepted for partial enrollment must comply with all discipline and attendance requirements established by the school. He or she may participate in any co-curricular activity associated with a District class in which he or she is enrolled. The parent(s)/guardian(s) of a student accepted for partial enrollment must pay all fees, prorated on the basis of a percentage of full-time fees. Transportation to and/or from school is provided on regular bus routes to or from a point on the route nearest or most easily accessible to the nonpublic school or student's home. This transportation shall be on the same basis as the District provides transportation for its full-time students. Transportation on other than established bus routes is the responsibility of the parent(s)/guardian(s).

STUDENTS WITH A DISABILITY

The District accepts for part-time attendance those children for whom it has been determined that special education services are needed, are enrolled in nonpublic schools, and otherwise qualify for enrollment in the District. Requests must be submitted by the student's parent/guardian. Special educational services shall be provided to such students as soon as possible after identification, evaluation, and placement procedures provided by State law, but no later than the beginning of the next school semester following the completion of such procedures. Transportation for such students shall be provided only if required in the child's individualized educational program on the basis of the child's disabling condition or as the special education program location may require.

EXTRACURRICULAR ACTIVITIES, INCLUDING INTERSCHOLASTIC COMPETITION

Nonpublic students, regardless of whether they attend a District school part-time, will not be allowed to participate in extracurricular activities.

ASSIGNMENT WHEN ENROLLING FULL-TIME IN A DISTRICT SCHOOL

Grade placement by, and academic credits earned at a nonpublic school will be accepted if the school has a Certificate of Nonpublic School Recognition from the Illinois State Board of Education, or, if outside Illinois, if the school is accredited by the state agency governing education. A student who, after receiving instruction in a non-recognized or non-accredited school, enrolls in the District will: (1) be assigned to a grade level according to academic proficiency, and/or (2) have academic credits recognized by the District if the student demonstrates appropriate academic proficiency to the school administration. Any portion of a student's transcript relating to such instruction will not be considered for placement on the honor roll or computation in class rank. Notwithstanding the above, recognition of grade placement and academic credits awarded by a nonpublic school is at the sole discretion of the District. All school and class assignments will be made according to School Board policy 7:30, Student Assignment, as well as administrative procedures implementing this policy.

PANDEMIC (INSTRUCTION DURING PANDEMIC)

A pandemic is a global outbreak of disease. Pandemics happen when a new virus emerges to infect individuals and, because there is little to no pre-existing immunity against the new virus, it spreads sustainably. Your child's school and district play an essential role, along with the local health department and emergency management agencies, in protecting the public's health and safety during a pandemic or other health emergency.

During a pandemic or other health emergency, you will be notified in a timely manner of all changes to the school environment and schedule that impact your child. Please be assured that even if school is not physically in session, it is the goal of the school and district to provide your child with the best educational opportunities possible.

Additionally, please note the following:

1. All decisions regarding changes to the school environment and schedule, including a possible interruption of in-person learning, will be made by the superintendent in consultation with and, if necessary, at the direction of the Governor, Illinois Department of Public Health, local health department, emergency management agencies, and/or Regional Office of Education.
2. Available learning opportunities may include remote and/or blended learning. Blended learning may require your child to attend school on a modified schedule.
3. Students will be expected to participate in blended and remote instruction as required by the school and district. Parents are responsible for assuring the participation of their child. Students who do not participate in blended or remote learning will be considered truant.
4. All school disciplinary rules remain in effect during the interruption of in-person learning. Students are subject to discipline for disrupting the remote learning environment to the same extent that discipline would be imposed for disruption of the traditional classroom.
5. Students and parents will be required to observe all public health and safety measures implemented by the school and district in conjunction with state and local requirements.
6. During a pandemic or other health emergency, the school and district will ensure that educational opportunities are available to all students.
7. School personnel will work closely with students with disabilities and other vulnerable student populations to minimize the impact of any educational disruption.
8. Students who have a compromised immune system, live with an individual with a compromised immune system, or have a medical condition that may impact their ability to attend school during a pandemic or other public health emergency should contact school officials.
9. During a pandemic or other health emergency, teachers and school staff will receive additional training on health and safety measures.
10, In accordance with school district or state mandates, the school may need to conduct a daily health assessment of your child. Parents and students will be notified of the exact assessment procedures if this becomes necessary.
11. Parents should not send their child to school if their child exhibits any symptoms consistent with the pandemic or other health emergency.
12. Please do not hesitate to contact school or district officials if you have any concerns regarding your child's education, health or safety.

Homebound Instruction Notification

Students with disabilities or medical conditions that prevent them from attending school due to the potential increased risk of severe illness which may include risks related to COVID-19 exposure may qualify for home/hospital instruction. Pursuant to the Illinois School Code (105 ILCS 5/14-13.01(a)) and Illinois Administrative Code (Ill. Admin. Code 226.300), students may qualify for home or hospital instruction if it is anticipated that, due to a medical condition (physical or mental), the student will be unable to attend school, and instead must be instructed at home or in the hospital setting for a period of two (2) or more consecutive weeks or on an ongoing intermittent basis. The District will evaluate requests for remote instruction according to Section 504 evaluation procedures, state and federal law and Illinois State Board of Education rules. Families will be required to provide a written statement from: (1) a physician licensed to practice medicine in all of its branches, (2) a licensed physician assistant, or (3) a licensed advanced practice registered nurse stating the existence of such medical condition, the impact on the child's ability to participate in education, and the anticipated duration or nature of the child's absence from school. Appropriate educational services from qualified staff will begin no later than five school days after District approval of the remote learning plan request Periodic conferences may be held between appropriate school personnel, parent(s)/guardian(s), and hospital staff to coordinate a student's return to an in-personal learning plan at school. Students who qualify for homebound learning may be offered access to the instruction and curriculum via remote learning through the school district, including virtual classroom sessions and individual meetings and conferences with their teacher(s). During an approved homebound learning plan, online instruction may be in the form of synchronous and/or asynchronous video and/or audio recordings and/or may involve use of third-party virtual platforms (i.e. Edgenuity). Students who do not attend and engage in virtual classroom sessions at the scheduled time without a valid excuse will be considered absent. The Collinsville School District attendance plan for In-Person and Remote Learners complies with the Illinois School Code Section 105 ILCS 5/26-2A. Questions and comments asked and spoken by students will be part of the recording. These recordings will not be made public by the District. Students receiving homebound instruction are not eligible to participate in or attend extra-curricular activities as defined in the Student Handbook.

PARENT AND TEACHER CONFERENCES

Communication between home and school is essential in order to provide the best opportunities for the children in our district. Conferences are scheduled throughout the school year, but please do not feel these are the only times you may confer with your child's teacher. When the need arises, please call the school in advance to schedule a meeting with the teacher. Most problems that students experience in school can be resolved easily when parents and teachers communicate at the first sign of a problem. 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. Letters verifying participation in this program are available from the school office upon request.

PARENTAL NOTIFICATION (EDUCATION TECHNOLOGY VENDORS UNDER THE STUDENT ONLINE PERSONAL PROTECTION ACT)

School districts throughout the State of Illinois contract with different educational technology vendors for beneficial K-12 purposes such as providing personalized learning and innovative educational technologies, and increasing efficiency in school operations. Under Illinois' Student Online Personal Protection Act, or SOPPA (105 ILCS 85/), educational technology vendors and other entities that operate Internet websites, online services, online applications, or mobile applications that are designed, marketed, and primarily used for K-12 school purposes are referred to in SOPPA as *operators*. SOPPA is intended to ensure that student data collected by operators is protected, and it requires those vendors, as well as school districts and the Ill. State Board of Education, to take a number of actions to protect online student data. Depending upon the particular educational technology being used, our District may need to collect different types of student data, which is then shared with educational technology vendors through their online sites, services, and/or applications. Under SOPPA, educational technology vendors are prohibited from selling or renting a student's information or from engaging in targeted advertising using a student's information. Such vendors may only disclose student data for K-12 school purposes and other limited purposes permitted under the law.

In general terms, the types of student data that may be collected and shared include personally identifiable information (PII) about students or information that can be linked to PII about students, such as: Basic identifying information, including student or parent/guardian name and student or parent/guardian contact information, username/password, student ID number; Demographic information; Enrollment information; Assessment data, grades, and transcripts; Attendance and class schedule; Academic/extracurricular activities; Special indicators (e.g., disability information, English language learner, free/reduced meals or homeless/foster care status); Conduct/behavioral data; Health information; Food purchases; Transportation information; In-application performance data; Student-generated work; Online communications; Application metadata and application use statistics; Permanent and temporary school student record information.

Operators may collect and use student data only for K-12 purposes, which are purposes that aid in the administration of school activities, such as: Instruction in the classroom or at home (including remote learning); Administrative activities; Collaboration between students, school personnel, and/or parents/guardians; Other activities that are for the use and benefit of the school district.

PARENTAL NOTIFICATION (ESSA)

NOTICE TO PARENTS REQUIRED BY ELEMENTARY AND SECONDARY EDUCATION ACT, McKINNEY-VENTO HOMELESS ASSISTANCE ACT, AND PROTECTION OF PUPIL RIGHTS ACT

The Elementary and Secondary Education Act (ESEA), McKinney-Vento Homeless Assistance Act (McKinney-Vento), and Protection of Pupil Rights Act (PPRA) mandate that schools receiving federal funds provide parents/guardians with information and notices in an understandable and uniform format and, to the extent practicable, in a language that the parents can understand. This procedure contains the key notifications that districts and schools must provide to the parents/guardians of students. The legal references are provided at the end of the procedure. The only notices applying to districts that do not receive Title I funds are those regarding student privacy. In addition, see:

ISBE's *Frequently Asked Questions regarding the Every Student Succeeds Act (ESSA)*, published 8-12-16, at: www.isbe.net/Documents/ESSA-faq.pdf.

· U.S. Department of Education's *Frequently Asked Questions regarding Transitioning to the Every Student Succeeds Act (ESSA)*, updated 6-29-16, at: www2.ed.gov/policy/elsec/leg/essa/essafaqstransition62916.pdf.

I. Improving Basic Programs Operated by Local Educational Agencies

The following information must be provided to parents in an understandable and uniform format and, to the extent practicable, in a language the parents can understand.

1. Annual report cards. Districts must disseminate an annual report card that includes information on the District as a whole and each school served by the District, with aggregate and disaggregated information for each required subgroup of students including: (a) student achievement on academic assessments (designated by category), (b) graduation rates, district performance, teacher qualifications, and (c) other information required by Section 6311(h)(2)(C)). See 6:170-AP2, E1 *District Annual Report Card Required by Every Student Succeeds Act (ESSA)*.

The District's annual report card shall be concise and accessible to the public, which includes placing it on the District's website or, if the District does not operate a website, providing it in another manner determined by the District.

2. Teacher and paraprofessional qualifications. At the beginning of each school year, a school district that receives funds under this part shall notify the parents of each student attending any school receiving funds under this part that the parents may request, and the district will provide the parents on request in a timely manner, information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, whether: a) The teacher has met the State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction; b) The teacher is teaching under emergency or other provisional status; c) The teacher is teaching in the field of discipline of the certification of the teacher; d) Paraprofessionals provide services to the student and, if so, their qualifications.

3. Student achievement. Districts must provide parents information on the level of academic achievement and growth of the parent's child in each of the State academic assessments.

4. Non-certificated/licensed teachers. Districts must provide parents timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

5. Testing transparency. At the beginning of each school year, a school that receives funds under this part shall notify the parents of each student attending any school receiving funds under this part that the parents may request, and the district will provide the parents on request in a timely manner, information regarding any State or District agency policy regarding student participation in any assessments mandated by Section 6311(b)(2) and by the State or District, which shall include a policy, procedure, or parental right to opt the child out of such assessment, where applicable.

In addition, the District shall make widely available through public means (including by posting in a clear and easily accessible manner on the District's website and, where practicable, on each school's website), information on each assessment required by the State to comply with Section 6311, other assessments required by the State, and (where available and feasible to report) assessments required districtwide, including: a) The subject matter assessed; b) The purpose for which the assessment is designed and used; c) The source of the requirement for the assessment; and d) Where such information is available: i) The amount of time students will spend taking the assessment, and the schedule for the assessment; and ii) The time and format for disseminating results.

II. English Learners

1. Language instruction educational programs. Districts must inform a parent of an English learner identified for participation, or participating in, such a program of: a) The reasons for their child being identified as an English learner; b) Their child's level of English proficiency, how such level was assessed, and the status of the child's academic achievement; c) The instructional methods used in their child's program and the instructional methods used in other available programs; d) How their child's program will meet their child's educational strengths and needs; e) How the program will help their child to learn English and meet age-appropriate academic achievement standards for grade promotion and graduation; f) Exit requirements for the program, including the expected rate of transition from such program into classrooms not tailored for English learners and the expected rate of high school graduation; g) In the case of a child with a disability, how the program meets the objects of their child's individualized education program; and h) Information regarding parental rights that includes written guidance: i) Detailing parents' right to immediately remove their child from the program upon their request; ii) Detailing parents' options to decline enrollment in the program or to choose another program or instructional method, if available; and iii) Assisting parents in selecting among various programs and instruction methods, if more than one program/method is offered.

Parents shall be provided this information no later than 30 days after the beginning of the school year or, for students identified as English learners during the school year, within the first two weeks of the child's placement in a language instruction educational program.

2. Outreach. Each district shall implement an effective means of outreach to parents of English learners to inform the parents regarding how they can be involved in their children's education, and be active participants in assisting their children to attain English proficiency, achieve at high levels within a well-rounded education, and meet challenging State academic standards expected of all students. In addition, the outreach shall include holding, and sending notice of opportunities for regular meetings for formulating and responding to parent recommendations.

III. Parent and Family Engagement

1. Parent and family engagement policies. Parents and family members shall be notified of the parent and family engagement policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school.

2. Meeting and information. Each school shall: a) Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation, and to explain the requirements of this part, and the right of the parents to be involved; b) Offer a flexible number of meetings; c) Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs including the planning, review, and improvements of the school parent and family engagement policy and the joint development of the school wide program plan under §6314(b); d) Provide parents of participating children: a) Timely information about programs under this part; b) A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the

achievement levels of the challenging State academic standards; and c) If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible. 1) If the school wide program plan under §6314(b) is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the Board.

IV. Voluntary Public School Choice Program
The district shall provide to parents of students in the area to be served by the Voluntary Public School Choice program with prompt notice of: a) The existence of the program; b) The program's availability; and c) A clear explanation of how the program will operate.

V. Education of Homeless Children and Youths
1. Notice of rights. The district shall provide written notice, at the time any homeless child or youth seeks enrollment in such school, and at least twice annually while the child or youth is enrolled in such school, to the parent/guardian of the child or youth (or, in the case of an unaccompanied youth, the youth) that: a) Shall be signed by the parent/guardian (or, in the case of an unaccompanied youth, the youth); b) Sets the general rights provided under this subtitle; c) Specifically states: 1) The choice of schools homeless children and youths are eligible to attend, 2) That no homeless child or youth is required to attend a separate school for homeless children or youths, 3) That homeless children and youths shall be provided comparable services including transportation services, educational services, and meals through school meals programs; 4) That homeless children and youths should not be stigmatized by school personnel; and 5) Includes contact information for the local liaison for homeless children and youths.
2. Assistance to unaccompanied youth. In the case of an unaccompanied homeless youth, the district shall ensure that the homeless liaison assists in placement or enrollment decisions under this subparagraph, considers the views of such unaccompanied youth, and provides notice to such youth of the right to appeal.
3. Public notice of rights. Each district shall ensure that public notice of the educational rights of homeless children and youths is disseminated where such children and youths receive services under this Act, such as schools, family shelters, and soup kitchens.

VI. Student Privacy
1. Notice of privacy policy. The student privacy policies developed by a district shall provide for reasonable notice of the adoption or continued use of such policies directly to the parents of students enrolled in schools served by that district. At a minimum, the district shall: a) Provide such notice at least annually, at the beginning of the school year, and within a reasonable period of time after any substantive change in such policies; and b) Offer an opportunity for the parent to opt the student out of the activity.
2. Notification of specific events. Each district shall directly notify parents/guardians, at least annually at the beginning of the school year, of the specific or approximate dates when activities described in 20 U.S.C. §1232h(c)(2)(C) are scheduled.
3. Notice of existing policy. All districts shall provide reasonable notice of such existing policies to parents and guardians of students, e.g., "The School Board has adopted and continues to use policies regarding student privacy, parental access to information, and administration of certain physical examinations to minors. Copies of those policies are available upon request."

PARENTSQUARE

In efforts to improve communication between parents and school, schools in Collinsville Unit 10 use the ParentSquare platform to share news and information, and communicate general school announcements and reminders. ParentSquare is also used to notify all households and parents by app notification, text and/ phone call regarding unplanned events that cause early dismissal, school cancellation or late start. ParentSquare specializes in school-to-home communications from the district, school and classroom levels. This program requires NO registration because contact information is pulled directly from the Skyward database. However, if families want to utilize the ParentSquare app and manage their notification and language preferences, their account needs to be verified and established in ParentSquare. To ensure receipt of important messages from the district, it is imperative that parents/guardians keep their contact information up-to-date in Skyward. .

PARKING PERMIT POLICY (COLLINSVILLE HIGH SCHOOL)

Students at Collinsville High School (CHS) earn the privilege to purchase and retain a parking decal. This privilege is earned by adhering to grade level requirements, attendance expectations, as well as rules of conduct for behavior and parking lot safety. Student vehicles parked on campus must be registered with the main office. A CHS Parking Decal (giving students authorization to park on campus) must be visible and attached to the lower windshield on the front passenger side before the vehicle is parked on campus. Students who do not have a valid parking decal may be assigned In-School Suspension or Short-Term Option Program. No warnings will be issued prior to discipline. All previous obligations must be resolved prior to the issuance of a parking decal.
Only Juniors (must have 10.0 – 14.75 credits) and Seniors (must have 15.0 or more credits) currently registered at CHS are allowed to drive and park on campus during the first semester of school. No student may register a vehicle driven by an underclassman during the first semester of the school year. The penalty for such actions may include a 1-day of in-school suspension or other appropriate discipline as determined by the administration .
Any vacant parking assignments may be assigned to sophomore students (must have 5.00 – 9.5 credits) in January of the second semester of the school year based on the following criteria: Sophomore students may have no more than three (3) absences (ie.,

unexcused-partial and full day absences), in the first semester of their sophomore year & sophomore students may have no more than fourteen (14) tardies (cumulative) to ANY class during the course of an academic quarter of the current school year. If the criteria listed above are met, stickers will be available based on class rank determined at the end of the student's first semester of their sophomore year. Sophomore students will be charged half of the current year's price for a permit and will be subject to all rules and regulations stated in the parking policy of the handbook.

In order to provide incentives for students to strive for academic excellence, eligible Juniors (must have 10.0 – 14.75 credits) and eligible Seniors (must have 15.0 or more credits) will have the opportunity to choose their parking spot for the following year. Prior to the end of the school year, students will be asked to complete a parking spot request form and submit this form to the high school office. On the form, students will be asked to identify their top three (3) parking spot choices. During the summer months, requests will be fulfilled in an order based upon student classification and students unweighted class rank (calculated at the end of the fourth quarter). Parking requests for senior students will be filled first, followed by junior students. Students (in the same class) who have equivalent unweighted class rank will have their parking spot request order completed through random draw. In the event the requested spots are not available, the student will receive the closest available spot relative to their requests. For example: The student ranked number one (1) in the senior class will have his/her parking spot request fulfilled first, the student ranked number two (2) in the senior class will have his/her parking spot request fulfilled second, etc. After the submitted request forms for the senior class have been fulfilled, the student ranked number one (1) in the junior class will have his/her parking spot request fulfilled, followed by the student ranked number two (2) in the junior class, etc. All parking spot assignments must be claimed during registration in the fall. Any student who does not claim their parking spot at registration will forfeit that parking spot and may reserve a parking spot from the parking spots available.

Students who qualify for a parking permit, but have not been assigned a parking space/decal, may request to be placed on the waiting list. Students on this list will receive a parking permit as spaces become available. The names of students on this list will be arranged based on the order that each student initiates the request and are authorized for placement on the list by administration. A student who commits a vehicle infraction while his/her name appears on the parking permit waiting list, may have his/her waiting list status removed and/or have future driving/parking privileges revoked.

Students are expected to be punctual to all classes and instructional programs. Students who receive 15 unexcused tardies (cumulative) to ANY class during the course of an academic quarter will have their parking privileges revoked for the duration of the school year.

Students who receive ten (10) unexcused tardies and/or unexcused absences (cumulative) to FIRST HOUR class during the course of an academic semester will have their parking privileges revoked for the duration of the school year. Students who are absent unexcused from school for more than ten (10) days cumulative (excluding college days and mental health days) during the course of an academic year, will have their parking privileges revoked for the duration of the school year.

Students are expected to display and maintain appropriate conduct at school. Students who receive two (2) or more Suspensions, one (1) act of gross misconduct, or one (1) Expulsion, may forfeit their parking privileges for the remainder of the school year.

DRIVING AND PARKING REGULATIONS

The driving and parking regulations that follow apply to all students who commit a vehicular infraction or violate parking policy. 1) Students are responsible for the vehicle registered in their name and should drive only that vehicle. In an emergency situation, an "authorized student-driver" may drive another "family-owned" vehicle (i.e., a vehicle registered to the parent/guardian of the student). This "authorized student-driver" must register the "family-owned" vehicle on a form in the Main Office, upon arrival to school each day this vehicle is in use. On this form, students must provide their name, decal number, license number, and the make/model of the "family-owned" vehicle. Students may not register the vehicle of another student. Failure to abide by this registration process may result in disciplinary action; 2) Students may only park in the parking space assigned to them. Designated spaces are available for staff and visitors; 3) Students may not park on the back road. Students should not park their vehicles in fire lanes, bus loading zones, driveways, campus thoroughfares, faculty/visitors parking areas, or in handicap parking areas; 4) Students operating motor vehicles must observe all signs present on CHS parking lots and on school grounds; 5) Students are authorized to drive their registered vehicles during the following situations: arrival to school, early dismissal, and open campus (which occurs when school is dismissed). In the event of an early dismissal, authorized student-drivers must receive a release from the Main Office before exiting the school; 6) All vehicles must be operated in compliance with the Illinois Rules of the Road, including proof of state-mandated, insurance coverage (insurance card), vehicle registration information, and a driver's license; 7) The speed of vehicles must not exceed 10 M.P.H.; 8) All vehicles must be operated on proper roadways within the CHS campus. Driving/parking privileges at CHS may be revoked if a student drives over sidewalks, on grassy areas, or over/through barricades meant to limit/prevent vehicular traffic, drives recklessly, leaves campus without permission or takes another student(s) off campus without permission; 9) Unnecessary and disruptive conduct while driving/parking is prohibited. Such acts include the revving of engines, rapid acceleration, and other dangerous acts (including unexpected braking, performing wheelies, and playing loud music); 10) Transferring parking decals to another student(s) or permitting an unauthorized student(s) to park is not allowed (during any part of the school year). Only the registered student is authorized to use his/her assigned space and vehicle; 11) Always secure your parked vehicle and leave it immediately. Students should vacate their vehicles and clear the parking lot, immediately. Vehicles are to be parked and are to remain parked from arrival to dismissal, unless a student has administrative permission to move the vehicle during the school day – Students will not be issued passes to their vehicle during the school day (except for emergent situations); 12) Registration Conditions: a) Juniors and Seniors must register vehicles for parking according to the policies

established by the administration; b) Students who receive parking decals may have their parking decals removed and their driving/parking privileges revoked if it is discovered that he/she does not meet one or more terms of the CHS Student Parking Permit Policy; c) The administration reserves the right to limit the number of parking spaces available or to restrict student parking privileges; d) The cost for an initial, student-parking decal before/during the first semester has been set by the Board of Education. The cost for an initial, student-parking decal during the second semester has been set by the Board of Education. Replacement decals may be provided at an additional expense; 13) Students have no reasonable expectation of privacy in cars parked on school grounds. School lots are regularly searched by contraband dogs, administration, and police officers. Students should be aware that items and spaces on school grounds are subject to search and view by others, and that prohibited items discovered during the course of a search may result in discipline, including, but not limited to, expulsion from school; 14) Collinsville Community Unit School District #10 assumes no responsibility/liability for damages to student vehicles, any possessions left in them, or anything attached to the vehicles on school property. Students park their vehicles on or near school property at their own risk. Students should be aware that their vehicles are not protected in any way while in the parking lot, and items of value should not be left in or near the vehicle while unattended; 15) Any violation of school/parking policy may result in a conference, a suspension(s), and/or removal of driving/parking privileges for the school year (in addition to any other penalty imposed by administration); 16) CHS will NOT refund parking fees; 17) Inappropriately parked vehicles or vehicles without an authorized parking sticker may be towed at the owner's expense.

Video cameras may be active in parking lots and may be used for the purposes of investigation into student misconduct. Discipline for misconduct includes all disciplinary measures in the student discipline code and/or withdrawal of parking privileges.

To qualify for a parking decal, students must: 1) Receive less than fifteen (15) unexcused tardies (cumulative for all periods), during the CHS academic quarter preceding the quarter when the parking decal is initially issued. (Example: Students receiving decals during registration/Fall Semester 1, must have received less than fifteen (15) unexcused tardies during Spring Semester 2/Quarter 4 of the previous CHS school year); 2) Students must have maintained ten (10) or fewer unexcused absences (partial and/or full day) and/or not exceeded three (3) truant absences.

PHYSICAL EDUCATION

GRADES (COLLINSVILLE HIGH SCHOOL)

Students of Collinsville High School must comply with the graduation requirements established by the C.U.S.D. No. 10. Each student is required to complete a minimum of two (2) units of credit (four semesters) of physical education with passing grades. To receive a grade for each semester, a student must successfully meet the participation and testing requirements established by the Physical Education Department. The requirements stipulate that each student must successfully participate in a minimum of two-thirds of the activities offered per semester to receive credit. Students not completing the minimum participation requirement of two-thirds of the semester for medical reasons shall receive a medical withdrawal for that semester.

EXEMPTIONS

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. Upon written notice from a student's parent/guardian, a student will be excused from engaging in the physical activity components of physical education during a period of religious fasting. A student in grades 9-12 may submit a written request to the building principal requesting to be excused from physical education courses for: 1) Enrollment in a marching band program for credit; 2) Enrollment in Reserve Officers Training Corps (ROTC) program sponsored by the District; 3) Ongoing participation in an interscholastic or extracurricular athletic program; 4) Enrollment in academic classes that are required for admission to an institution of higher learning (student must be in the 11th or 12th grade); or 5) Enrollment in academic classes that are required for graduation from high school, provided that failure to take such classes will result in the student being unable to graduate (student must be in the 11th or 12th grade).

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.

Occasionally a student may be unable to participate in physical education due to an injury or illness. Exemption from Physical Education (PE) may be issued from the nurse with a parent note not to exceed two (2) days. The parent/guardian must write a note stating the nature of the injury/illness to request this excuse. Parent/guardian notes requesting PE exemption should be delivered to the CHS health room prior to first hour class. Requests for PE exemption to exceed two (2) days must be signed by a person licensed under the Medical Practices Act corroborating the medical basis of the request. Doctor's notes for P.E. exemption must have an ending date. If no ending date is listed, duration will be from appointment to appointment or 30 calendar days.

A student who is eligible for special education may be excused from physical education courses in either of the following situations: 1) He or she (a) is in grades 3-12, (b) his or her IEP requires that special education support and services be provided during physical education time, and (c) the parent/guardian agrees or the IEP team makes the determination; or 2) He or she (a) has an IEP, (b) is participating in an adaptive athletic program outside of the school setting, and (c) the parent/guardian documents the student's participation as required by the Superintendent or designee. A student requiring adapted physical education will receive that service in accordance with the student's Individualized Education Program. 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 2) The student's class schedule.

COLLINSVILLE HIGH SCHOOL ATHLETIC PHYSICAL EDUCATION

Prerequisites: Students in grade 10 through grade 12 who are members of an IHSA Collinsville High School sponsored sport may be eligible for enrollment in the CHS Athletic Physical Education course. Students in grade 9 must get permission prior to their fall semester at Collinsville HS from the Collinsville HS AD to be eligible for enrollment in CHS Athletic PE. Athletes must indicate sport(s) they are currently participating in. Final approved course enrollment is subject to approval by the athletic director, teacher, and coach. Athletic physical education is offered to freshmen through seniors who played on a Collinsville school sponsored IESA or IHSA team sport the previous year and will be participating this year.

Special Note: Athletes enrolled in CHS Athletic PE who quit or are removed from a team will be removed from Athletic PE and placed into a regular physical education class immediately. If the athlete that is removed quits the team and plays another sport, he/she will be required to obtain a new permission form signed by BOTH the varsity coach and athletic director in order to be considered for re-enrollment in Athletic PE.. Any student who receives a grade lower than a "B" in a previous semester of Athletic PE will not be eligible for re enrollment in a subsequent semester of Athletic PE.

UNIFORM GUIDELINES (CHS/CMS)

All students shall wear gray, purple or black shirts with sleeves gray, purple or black shorts, socks and athletic shoes during physical education classes. For the safety of students, the following will not be permitted to be worn during physical education class: jewelry, flip-flops, open backed and/or open toed shoes, boots, jeans, pajamas, etc. (Yoga shorts/ pants and tights may be worn with shorts on over them). Sweatshirts and sweatpants may be worn over the physical education uniform with teacher permission prior to dressing. Students not dressing for physical education may be subject to disciplinary action as determined on a case-by-case basis by school administration.

PHYSICAL EXAMS

SCHOOL PHYSICALS

Illinois state law requires all students entering ninth grade and new enrollees to the district to have a physical examination and an up-to-date immunization record on file with the health office. School physicals should be completed on the Illinois DHS form within 12 months prior to the first day of school.

SPORTS/ATHLETICS PHYSICALS

Students who participate in interscholastic athletics at Collinsville Middle School and Collinsville High School must have a current sports physical on file with the athletic trainer. Physicals may be completed on the Illinois DHS form or the IHSA sports physical form. Physicals are valid for 13 months from the date of the exam. Ninth grade physicals must be completed on the Illinois DHS physical form and will also be adequate to meet the IHSA sports physical requirement. Physicals may be submitted to the athletic director, the athletic coach or athletic trainer.

POSITIVE BEHAVIORAL INTERVENTIONS & SUPPORTS

Collinsville Unit 10 School District is a proud participant of Positive Behavioral Interventions and Supports (PBIS). PBIS stands for Positive Behavioral Interventions & Supports. It is an evidence-based framework used by schools to improve school culture and student behavior, promoting a safe environment for learning. PBIS is based on several decades of research by major universities across the country. A key aspect of PBIS is focusing on more **positive behaviors** and less on negative behaviors. The way schools operate are their foundational systems. In PBIS, these systems support accurate, durable implementation of practices and the effective use of data to achieve better outcomes. Schools generate multiple pieces of data about students every day. Within the PBIS framework, schools use data to select, monitor and evaluate outcomes, practices, and systems across all three tiers. Key to improving outcomes are the strategies to support students at every level. In PBIS, these interventions and strategies are backed by research to target the outcomes schools want to see. The outcomes from PBIS are what schools achieve through the data, systems, and practices they put in place. Families, students, and school personnel set goals and work together to see them through. In PBIS, outcomes might be improved student behavior, or fewer office discipline referrals.

POSTERS

All signs or posters affixed in the school building(s) must be approved by a club or activity sponsor (when applicable) as well as the Activity Director and/or Building Principal.

PREVENTION OF ANAPHYLAXIS

While it is not possible for the School or District to completely eliminate the risks of an anaphylactic emergency, the District maintains a comprehensive policy on anaphylaxis prevention, response, and management in order to reduce these risks and provide

accommodations and proper treatment for anaphylactic reactions. Parent(s)/guardian(s) and students who desire more information or who want a copy of the District's policy may contact the Building Principal.

PUBLICITY RELEASE

At times, the Collinsville School District has the opportunity to publish the achievements of students at school. Examples include everyday classroom activities, awards, special projects, sporting events, etc. Publications may occur through school or district web pages, newspapers or other media. It is the intent of the Collinsville School District to protect all students from harm or injury.

PICTURES OF UNNAMED STUDENTS

Students may occasionally appear in photographs and videotapes taken by school staff members, other students, or other individuals authorized by the building principal. The school may use these pictures, without identifying the student, in various publications, including the school yearbook, school newspaper, and school website. No consent or notice is needed or will be given before the school uses pictures of unnamed students taken while they are at school or a school-related activity.

PICTURES OF NAMED STUDENTS

Many times, however, the school will want to identify a student in a school picture. School officials want to acknowledge those students who participate in a school activity or deserve special recognition. If you DO NOT wish to have your child's named picture, named videotape, interview by the media, or named student-produced materials used for this purpose for the current school year, or if you wish to have your child's name omitted for the current school year, please send a letter outlining your request to the Director of Technology, Collinsville Community Unit School District No. 10, 201 West Clay Street, Collinsville, Illinois 62234. Notification should be made to the District annually if you DO NOT wish to have your child's named picture, named videotape, named interview by the media, or named student-produced materials used for this purpose, or if you wish to have your child's name omitted.

PICTURES OF STUDENTS TAKEN BY NON-SCHOOL AGENCIES

While the school limits access to school buildings by outside photographers, it has no control over the news media or other entities that may publish a picture of a named student. School staff members will not, however, identify a student for an outside photographer.

TEACHER PERFORMANCE ASSESSMENT

Illinois has launched a new performance assessment initiative to insure pre-service teachers (student teachers) have the necessary knowledge, skills and dispositions to be effective educators before teaching licenses are issued. As part of this Teacher Performance Assessment, pre-service teachers must video their performances and the impact the instruction is having on student learning. Students and their voices must be recorded and student work samples scanned as evidence that learning is occurring. To protect their identity, students' last names are not used on the recording or on any documents submitted to the team of evaluators of teaching performances. Parents who do not want their children recorded or their children's work samples scanned, should contact the principal in writing annually stating so.

PUNS (PRIORITIZATION OF URGENCY OF NEED FOR SERVICES)

Database Information for Students and Parents or Guardians

The Illinois Department of Human Services (IDHS) maintains a statewide database known as the PUNS database (Prioritization of Urgency of Need for Services) that records information about individuals with intellectual disabilities or developmental disabilities who are potentially in need of services.

IDHS uses the data on PUNS to select individuals for services as funding becomes available, to develop proposals and materials for budgeting, and to plan for future needs. The PUNS database is available for children with intellectual disabilities or developmental disabilities with unmet service needs.

Registration to be included on the PUNS database is the first step toward receiving developmental disabilities services in this State. A child who is not on the PUNS database will not be in the queue for State developmental disabilities services.

For more information and to sign up for PUNS, see the Illinois Department of Human Services PUNS information page at https://www.dhs.state.il.us/page.aspx?item=41131.

REGISTRATION REQUIREMENT

Each summer ALL Collinsville students are required to register online via the Skyward Family Access portal. ~~Y~~early registration is generally held during the last week of July and/or the first week of August. Registration details (dates/times) can be found on the district's web site. All students of Collinsville Community Unit School District Ten (10) will be required to provide proof of residency. Specific requirements for establishing student residency may be retrieved via the Office of Director of Student Services.

REPORT TO PARENTS

Parents/Guardians are encouraged to frequently check their child's progress throughout the year on the CHS FAMILY Access website: www.kahoks.org - Parents/Students>*Family Access.*

RESIDENCE VERIFICATION (ANNUAL)

Collinsville Community Unit School District No. 10 is happy to share that we are updating our district practice for annual student residence verification for compliance with District Policy and Illinois School Code. In an effort to honor parent and staff time, Collinsville CUSD10 will be working with a third-party vendor who uses a system called CLEAR Batch to automatically verify parent/guardian residency within the Collinsville CUSD10 boundaries. The CLEAR Batch system reviews public records to verify the parent/guardian name and address. In the past, all households were required to verify residency at the initial time of student enrollment for continued enrollment in the District. This new process will allow the Collinsville School District to annually verify parent/guardian residence within the boundaries of the Collinsville CUSD10. The software will allow staff to conduct electronic residency verification for the district. The intent of the software is to 1) Conduct annual residence verification in an efficient manner; 2) Significantly reduce parent time needed to satisfy annual residence verification; 3) Significantly decrease staff time taken for the annual residency verification process.

RESTRICTED AREA POLICY (COLLINSVILLE HIGH SCHOOL)

A restricted area is any area of the campus where a student's presence is not required as a result of his/her instructional program. This includes, but is not limited to, the cafeteria (at any time other than assigned lunch periods), the parking lot and the gymnasium for non-athletes after school. Students may use the hallways, restrooms, and locker bays between classes. Movement throughout the building (other than passing periods) will require a hall pass signed by a staff member. Such movement must be done promptly and by the most direct means.

RESTRICTED AREA POLICY (COLLINSVILLE MIDDLE SCHOOL)

A restricted area is any area of the campus where a student's presence is not required as a result of his/her instructional program. This includes, but is not limited to, the Commons Area (at any other time other than assigned lunch periods). Students may use the hallways, restrooms, and their lockers between classes (Administration reserves the right to limit access to school facilities during any time of the school day). Movement throughout the building (other than passing periods) will require a hall pass signed by a staff member. Such movement must be done promptly and by the most direct means. Attendance in a restricted area may result in disciplinary actions by administration.

Campus Arrival/Departure

Upon arriving at school, students are to report to the commons area for breakfast or gymnasium where they will be dismissed to first period class. Students who need to report to a classroom must have a signed pass from a CMS staff member. Students are to vacate the building in a timely manner at the end of the school day unless involved in extracurricular or teacher-supervised activities.

SALE OF FOOD PRODUCTS AT SCHOOL

Sales of candy/food are not permitted during the school day. The sale of food products at school by school sponsored groups will be at the discretion of the Building Principal and permission must be obtained by the club sponsor prior to any sales campaign. All food products sold to students are done with the expectation that the product(s) will be handled/consumed in accordance with all other school rules.

SCHEDULE CHANGES (COLLINSVILLE HIGH SCHOOL)

Collinsville High School creates a new Master Schedule to accommodate the students' course requests during the registration process. Students may see their counselor regarding schedule changes during the first five (5) days of the First Semester and the first five (5) days of the Second Semester. Changes in courses may be honored if the request is related to: 1) Graduation requirements; 2) First semester failures; 3) Failed prerequisite courses; 4) Computer errors; 5) College entrance requirement; and/or 6) A grade of 'D' or 'F' in a class.

Schedule changes will not be made for the following reasons: 1) Lunch hour preference; 2) A student changes his/her mind; 3) A student doesn't like people in the class; 4) A student simply doesn't like his/her schedule; 5) Teacher preference (with the exception of administrative approval). Students should not expect any schedule changes to be made after the first five days of the first Semester and after the first five days of the second Semester. Final decisions regarding student placement procedures and schedule change approval/denial will reside with the building principal.

Important Notice: Students who withdraw from a class after the first five weeks of the first semester and the first five weeks of the second semester will receive a grade of "F" on his/her transcript for the course.

SCHOOL HOURS

Collinsville schools operate with staggered start times to facilitate the efficient transportation of students. A modified schedule is followed for the first and last day of each school year as well as for staff in-service days. Students are dismissed ½ hour early EVERY Wednesday during the school year so staff can participate in Professional Learning Communities (PLC).

SCHOOL HOURS

School	Full Day Schedule	Wednesday Schedule	Half Day Schedule
Elementary Schools *(except Webster)*	7:55AM – 2:40PM	7:55AM – 2:10PM	7:55AM – 11:20AM
Elementary School (*Webster*)	7:55AM – 2:25PM	7:55AM – 1:55PM	7:55AM – 11:05AM
Dorris Intermediate School	9:00AM – 3:45PM	9:00AM – 3:15PM	9:00AM – 12:25PM
Collinsville Middle School	8:45AM – 3:40PM	8:45AM – 3:10PM	8:45AM – 12:15PM
Collinsville High School	7:50AM – 2:50PM	7:50AM – 2:20PM	7:50AM – 11:20AM
Hollywood Heights School	7:30AM – 1:30PM	7:30AM – 1:30PM	

NOTE: Subject to change as per Board of Education approved Return to Learning Plan

SCHOOL REPORT CARD

The Illinois Report Card is an annual report released by the Illinois State Board of Education that shows how the state, and each school and district, are progressing on a wide range of educational goals. The Report Card offers a complete picture of student and school performance in order to inform and empower families and communities as they support their local schools. Students are assessed in reading, math, and science, for both proficiency and growth. Student achievement in these areas is also reported by "subgroup." The federal government mandates that test results for the following subgroups be calculated: gender, race/ethnicity, limited English proficiency, migrant, students with Individualized Education Plans and students receiving free or reduced lunch. The report cards for C.U.S.D. No. 10 may be accessed via the Illinois State Board of Education website at: https://www.illinoisreportcard.com/District.aspx?districtId=41057010026

SCHOOL RESOURCE OFFICER/DISTRICT SECURITY OFFICER

The Collinsville CUSD10 has School Resource Officers (SRO), a District Security Supervisor (DSS) and a District Security Officer (DSO) to serve as a resource to administrators, classroom teachers, parents and students. The SRO and DSO also assist school officials with supervision and security on our campus, as well as many other services for our entire school community. The SRO, DSS and will assist the school administration with daily obligations of the school.

SCHOOL SONG (COLLINSVILLE HIGH SCHOOL)

FIGHT, FIGHT
Fight, Fight, for old CHS!
We'll show the people we are the best,
We will fight to raise that score cause we're always here to yell some more.
We've got a team that we think is great.
Come on and show them we really rate.
Kahoks, win this game tonight, so come on team, let's fight!
K-K-KAH...O-O-OKS...K-A-H-O-K-S...
Kahoks, Kahoks, Kahoks!

SCHOOL SPONSORED PUBLICATIONS, PRODUCTIONS AND WEBSITES

School-sponsored publications, productions, and websites are governed by the Speech Rights of Student Journalists Act, school board policies and the student/parent handbook. Student journalists are responsible for determining the news, opinion, feature, and advertising content of those publications, productions, and websites. Student journalists must: 1) Make decisions based upon news value and guided by the Code of Ethics provided by the Society of Professional Journalists, National Scholastic Press Association, Journalism Education Association, or other relevant group; 2) Produce media based upon professional standards of accuracy, objectivity, and fairness; 3) Review material to improve sentence structure, grammar, spelling, and punctuation; 4) Check and verify all facts and verify the accuracy of all quotations; 5) In the use of personal opinions, editorial statements, and/or letters to

the editor, provide opportunity and space for the expression of differing opinions within the same media to align with the District's media literacy curriculum mandate; and 6) Include an author's name with any personal opinions and editorial statements, if appropriate. Student journalists may not create, produce, or distribute school sponsored media that: 1) Is libelous, slanderous, or obscene; 2) Constitutes and unwarranted invasion of privacy; 3) Violates Federal or State law, including the constitutional rights of third parties; or 4) Incites students to (a) commit an unlawful act; (b) violate any school district policy or student handbook procedure; or (c) materially and substantially disrupt the orderly operations of the school.

The District will not engage in prior restraint of material prepared by student journalists for school-sponsored media, unless the material fits into one of the four prohibited categories listed above, in which case the Building Principal and/or student media advisers may review, edit, and delete such media material before publication or distribution of the media. No expression made by students in the exercise of freedom of speech or freedom of the press under this policy shall be deemed to be an expression of the School, District or an expression of Board policy.

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. Letters verifying participation in this program are available from the school office upon request.

SEAL OF BILITERACY PROGRAM (COLLINSVILLE HIGH SCHOOL)

Collinsville High School students have the opportunity to be recognized by the State of Illinois for earning proficiency in English and one additional language. The Illinois State Board of Education's Seal of Biliteracy program will place an official seal on diplomas and confer official recognition on transcripts of those students who qualify.
Two honors are available: the Seal of Biliteracy and the Commendation Toward Biliteracy. The Seal of Biliteracy is awarded to those whose proficiency level is equivalent to the Intermediate High scale set by the American Council on the Teaching of Foreign Languages. The Commendation of Biliteracy is awarded to students whose proficiency level is rated at Intermediate Low or Intermediate Mid in a second language.

To qualify for the Seal of Biliteracy, seniors must: 1) Earn a minimum composite score of 21 on an official administration of the ACT, **OR** a score of 540 on the SAT English Language Arts **OR** 2) Earn a minimum overall score of 4.8 on the ACCESS for ELLs exam, **OR** a minimum score of I-5 on the ACTFL ~~ESL~~ English Assessment **AND** Earn a minimum score of I-5 on the ACTFL's Assessment of Performance toward Proficiency in Languages (AAPPL) exam. The following languages can be assessed with the AAPPL exam: Arabic, Chinese (Mandarin), French, German, Latin, Portuguese, Russian, and Spanish **OR** students can also satisfy this requirement by earning a 4 or higher on the AP Language exams.

To qualify for the Commendation Toward Biliteracy, seniors must: 1) Earn a minimum composite score of 21 on an official administration of the ACT, **OR** a score of 540 on the SAT English Language Arts **OR** Earn a minimum overall score of 3.5 Literacy on the ACCESS for ELLs exam, **AND** Earn a minimum score of I-1, I-2, I-3 or I-4 on the ACTFL's Assessment of Performance toward Proficiency in Languages (AAPPL) exam. The following languages can be assessed with the AAPPL exam: Arabic, Chinese (Mandarin), French, German, Latin, Portuguese, Russian, and Spanish; 2) Earn a minimum overall score of 3.5 Literacy on the ACCESS for ELLs exam, **AND;** 3) Earn a minimum score of I-1, I-2, I-3 or I-4 on the ACTFL's Assessment of Performance toward Proficiency in Languages (AAPPL) exam. The following languages can be assessed with the AAPPL exam: Arabic, Chinese (Mandarin), French, German, Latin, Portuguese, Russian, and Spanish **OR** students can also satisfy this requirement by earning a 3 on the AP Language exams. Additionally, students of Latin may qualify for a Seal of Biliteracy by showing English proficiency through qualifying ACT or ACCESS scores and by earning a minimum score of I-5 on ACTFL's Latin Interpretive Reading Assessment (ALIRA). A qualifying English proficiency score and an ALIRA score of I-1, I-2, I-3 or I-4 will earn a Commendation Toward Biliteracy.
If you are interested in applying for the Seal of Biliteracy, please see your counselor for an application to apply for testing.

SEARCH AND SEIZURE

To maintain order 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 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.

STUDENTS

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 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. School officials may not request or require a student or his/her parents/guardians to provide a password or other related account information to gain access to the student's account or profile on a social networking website.

QUESTIONING OF 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.

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.

SEX OFFENDER & VIOLENT 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 for any reason – 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. State law requires that all school districts provide parents/guardians with information about sex offenders and violent offenders against youth. Information about sex offenders or violent offenders against youth is available to the public on the Illinois State Police (ISP) website. The ISP website contains the following:

Illinois Sex Offender Registry, https://isp.illinois.gov/Sor/Disclaimer
Illinois Murderer and Violent Offender Against Youth Registry, https://isp.illinois.gov/MVOAY/Disclaimer
Frequently Asked Questions Concerning Sex Offenders, https://isp.illinois.gov/Sor/FAQs

SKYWARD FAMILY ACCESS (PARENT & STUDENT PORTAL)

Family Access is a real time district-sponsored tool for students and parents to track progress and keep current on assignments, attendance, tests and other academic activities. It may be accessed through the school district website www.kahoks.org - Parents/Students>Family Access. Activation codes will be mailed to parents and students when they enroll in the district. The activation code is designed to protect the privacy of data. Information, which may be obtained through the Family Access website, includes: On-line Registration, daily announcements, class schedules, updated grades, report cards, attendance reports and the ability to update their School Messenger information. Collinsville Unit 10 School District believes that communication between parents and school is critical for the success of students.

SPECIAL EDUCATION SERVICES

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 21st birthday for whom it is determined that special education services are needed, except those children with disabilities who turn 22 years of age during the school year are eligible for special education services through the end of the school year. 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. Services are provided in the least restrictive environment based upon the child's individual needs and can range from providing consultation to the general education classroom teacher to full-day instructional programming for the student in the special education setting. Collinsville CUSD No. 10 ensures that services and programs are available for children with multiple disabilities, mild and moderate to severe and profound cognitive disabilities and physical, learning or emotional disabilities. If necessary, students may be placed in private education facilities if services cannot be provided within the District. Related services, such as speech and language therapy, physical therapy, occupational therapy, adaptive physical education and social work are also available to students who meet certain criteria and for whom a program has been developed. If you feel your child may need special education programming, please contact your building principal or school counselor.

REFERRALS FOR SPECIAL EDUCATION

If you believe your child may have a disability, and this disability is adversely affecting your child's education performance, please contact your building principal or school counselor to receive your full procedural rights. Requests for evaluations must be in writing and state the reason for the referral.

CHILD FIND/SPECIAL EDUCATION REFERRAL

The school district attempts to identify, locate and evaluate all children age 3 through 21 who are suspected of having a disability, which adversely affects educational performance. Additionally, the district refers families who are expecting a child or have children up to three years of age to our community partner, Children's Home and Aid, for home visiting and other services. Children with disabilities up to age three and in need of specialized services are referred to Child and Family Connections; an agency that coordinates needed services for the student and their families. Further child find activities include, early childhood screenings and teacher and/or parent referrals for case study evaluations. Screening dates for early childhood children (those children who will be three by the start of the school year up to kindergarten age) can be accessed on the district web site and the local newspapers. The early childhood screening is a free developmental check that includes gross and fine motor, cognitive, vision, hearing and speech/language screening. Children who show delays in two developmental areas may be referred for full case study evaluation for special education services.

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 Code, may qualify for services under Section 504 of the federal Rehabilitation Act of 1973 if the child (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. Inquiries regarding the identification, assessment and placement of students may be directed to the Collinsville CUSD10 Special Education Department (Hollywood Heights School, 6 Oakland, Caseyville, Illinois 62232, Phone: (618-343-2762).

RELATED SERVICE LOGS

For a child with an individualized education program (IEP), the school district must create related service logs that record the type of related services administered under the child's IEP and the minutes of each type of related service that has been administered. The school will provide a child's parent/guardian a copy of the related service log at the annual review of the child's IEP and at any other time upon request.

MAINTENANCE AND DESTRUCTION OF SPECIAL EDUCATION RECORDS

Special education records (case study components, IEP's and correspondence with educational and diagnostic centers) are considered temporary records and are housed at the Special Education Offices, 6 Oakland, Caseyville, IL 62232. Parents of students, or students, if they have succeeded to the rights of the parents, may view or request copies of these records by contacting the Director of Special Education & Related Services at 618-343-2762. Upon graduation or permanent withdrawal of a handicapped student, as defined in the School Code [105 ILCS 5/Art.14] and 23 Ill. Adm. Code 226, Subpart A (Special Education), psychological evaluations, special education files and other information contained in the student temporary record which may be of continued assistance to the student may, after five years, be transferred to the custody of the parent or to the student if the student has succeeded to the rights of the parents. Temporary records of those students who have permanently withdrawn or graduated from Collinsville Community Unit 10 will be destroyed after five years from the date of graduation or permanent withdrawal beginning the second week of June each year. Parents or students, if they have succeeded to the rights of the parent, are encouraged to claim these records because they may be of medical or educational benefit in the student's future. For those parents of students or students, if they have succeeded to the rights of the parents, who may wish to acquire any of these temporary records before they are to be destroyed, please contact the Director of Special Education & Related Services at 618-343-2762.

REQUESTING TO ACCESS CLASSROOM OR PERSONNEL FOR SPECIAL EDUCATION EVALUATION OR OBSERVATION

The parent/guardian of a student receiving special education services, or being evaluated for eligibility, is afforded reasonable access to educational facilities, personnel, classrooms, and buildings. This same right of access is afforded to an independent educational evaluator or a qualified professional retained by or on behalf of a parent or child. For further information, please contact the school principal.

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 as determined through

a manifestation hearing. Any special education student whose gross disobedience or misconduct is not a manifestation of his or her disability may be expelled pursuant to the expulsion procedures.

STANDARDIZED TESTS

Students and parents/guardians should be aware that the State and District require students in grades K-12 to take standardized tests throughout the school year. Parents are encouraged to cooperate in preparing students for the standardized testing, because the quality of the education the school can provide is partially dependent upon the school's ability to continue to prove its success in the state's standardized tests. Parents can assist their students achieve their best performance by doing the following: 1) Encourage students to work hard and study throughout the year; 2) Ensure students get a good night's sleep the night before exams; 3) Ensure students eat well the morning of the exam, particularly ensuring they eat sufficient protein; 4) Remind and emphasize for students the importance of good performance on standardized testing; 5) Ensure students are on time and prepared for tests, with appropriate materials; 6) Teach students the importance of honesty and ethics during the performance of these and other tests; 7) Encourage students to relax on testing day. *A parent/guardian may request, and the District will provide in a timely manner, information regarding student participation in any assessments mandated by law or District policy, which shall include information on any applicable right you may have to opt your student out of such assessment.*

STUDENT APPEARANCE

The Collinsville School District believes that a working clothing-code establishes an environment conducive to learning and reinforces instruction that prepares students to succeed in the world of work. Appropriate student appearance decreases educational distractions, promotes the safety of all students, produces higher moral and physical standards among students, and in general, contributes to the high level of academic excellence of our school. The students' rights of personal freedom to dress and groom themselves according to personal taste will be respected in Unit 10 schools as long as the dress and grooming does not disrupt the educational process, interfere with the maintenance of a positive teaching/learning climate or compromise reasonable standards of health, safety and decency. Dress and/or grooming which is not in accord with reasonable standards for health and safety will be considered inappropriate. The building principal is the final authority for judging the appropriateness of a student's appearance. If a teacher finds a student's dress or grooming to be a disruption in the classroom, the student will be sent to the office. Students whose dress causes a substantial disruption of the orderly process of school functions or endangers the health or safety of the student, other students, staff or others, may be subject to discipline.

A student's appearance, including dress and hygiene, must not disrupt the educational process or compromise standards of health and safety. The school does not prohibit hairstyles historically associated with race, ethnicity, or hair texture, including, but not limited to, protective hairstyles such as braids, locks, and twists. The District also does not prohibit the right of a student to wear or accessorize the student's graduation attire with items associated with the student's cultural, ethnic, or religious identity or other characteristic or category protected under the Ill. Human Rights Act, 775 ILCS 5/1-103(Q). Religious headwear or items for religious observance are not prohibited . Students who disrupt the educational process or compromise standards of health and safety must modify their appearance.

Student dress and grooming are important issues in creating a safe and orderly educational environment. Each student has the responsibility to dress and groom in a manner that meets reasonable community standards of good taste, health, safety, and cleanliness while not disrupting the educational process. Students are expected to wear clothing in a neat, clean, and well-fitting manner while on school property and/or in attendance at school sponsored activities. Students are to use discretion in their dress and are not permitted to wear apparel that causes a substantial disruption in the school environment. Student dress (including accessories) may not advertise, promote, or picture alcoholic beverages, illegal drugs, drug paraphernalia, violent behavior, or other inappropriate images. Student dress (including accessories) may not display lewd, vulgar, obscene, or offensive language or symbols, including gang symbols.

DRESS & GROOMING GUIDELINES AND PROHIBITED ITEMS

Hats, hoods, bandannas, sunglasses and dark glasses (unless required for a medical condition with a doctor's note), AI Meta Smart Glasses, or any item that blocks students' faces may not be worn in the building during the school day without the expressed consent of the classroom instructor and/or building principal. Hair styles, dress, and accessories that pose a safety hazard are not permitted in the shop, laboratories, or during physical education. 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. Appropriate footwear must be worn at all times. If there is any doubt about dress and appearance, the building principal will make the final decision. Students whose dress causes a substantial disruption of the orderly process of school functions or endangers the health or safety of the student, other students, staff or others may be subject to discipline.

CONSEQUENCE FOR DRESS CODE VIOLATIONS

Students will be required to comply with dress and grooming guidelines (which may include changing clothing, wearing loaner clothes or being sent home and will receive unexcused absences for all classes they miss. Repeated violations by a student may result in assigned disciplinary action as determined on a case-by-case basis.

Other dress and grooming issues that may arise and those not addressed specifically in this section will be handled by the administration on a case-by case basis in a manner that is consistent with the items in the preceding paragraphs.

STUDENT ASSIGNMENT & INTRADISTRICT TRANSFER

Student Assignment and Intra-District Transfer Attendance Areas The School District is divided into school attendance areas. The Superintendent will review the boundary lines annually and recommend any changes to the School Board. Students living in a given school attendance area will be assigned to that school. Homeless children shall be assigned according to policy 6:140, Education of Homeless Children. Building principals (or their designee) shall assign students to classes.

STUDENT BEHAVIOR

Copies of all School District policies on student behavior are available in the School office.

GENERAL DISCIPLINARY AUTHORITY

Because the Board of Education is entrusted with protecting the safety, health and welfare of the students, staff and property of the School District, it may be necessary at times to discipline students whose conduct affects the well-being of the schools. Discipline is determined on a case-by-case basis and is at the discretion of the administration and the Board of Education. The level of consequences imposed will be consistent with the Illinois School Code. Out-of-school suspensions and expulsions are only used for legitimate educational purposes. The district will make all reasonable efforts to resolve disruptions and minimize the length of exclusion to the greatest extent possible before disciplining a student with a suspension or expulsion. The District does not use zero-tolerance discipline except as required by federal law or the Illinois School Code. In accordance with constitutional due process and statutory requirements, the Board of Education may suspend or expel students in cases of gross disobedience or misconduct that occurs on or off campus. This includes on school buses, at bus stops, while students are traveling to or from school at school sponsored events, activities connected with the school program; any event having a nexus with the school; and at any other time such action is necessary for the safety and supervision of students and during periods of remote learning. 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 and during periods of remote learning..

Only the Board of Education may determine to expel a student from school or from the school bus. The Superintendent, Assistant Superintendents, Principal and Assistant Principals may suspend students from school or the school bus for up to ten (10) school days. Suspensions or expulsions of students shall occur in compliance with procedural regulations to be promulgated and implemented by the administrators of the district. Disciplinary measures other than suspension or expulsion shall be determined by the administration and established in general regulations governing student discipline.

GENERAL PROCEDURES FOR RESOLVING SCHOOL PROBLEMS

School problems can best be resolved at the campus level, where problems start. In order to resolve problems, parents, guardians, and students can meet with a teacher at an appropriate time to discuss existing problems. If the parents, guardians, or students are dissatisfied with the teacher's decision or explanation, they can meet with the building administrator to review the area of concern. If the parents, guardians, or students are dissatisfied with the building administrator's decision or explanation, they can meet with the Director of Student Services to review the area of concern. If further assistance is needed, then parents, guardians, or students can meet with the Superintendent of Schools.

RESPONSIBILITIES IN BEHAVIOR INTERVENTIONS

The effective enforcement of the school based disciplinary management system is essential in keeping a school and school related activities free of disruption and are dependent on the exercise of the responsibilities by the following:

Students

Adhere to school, district, and classroom rules and regulations for behavior and good conduct, 2) Attend all classes regularly and be on time, 3) Prepare for class with appropriate materials and completed assignments, 4) Know that the use, possession, distribution and/or sale of illegal or unauthorized drugs, alcohol, and weapons are unlawful and prohibited and that students may be searched in accordance with Board Policy and state and federal law in order to assure a safe school environment, 5) Show respect for others, 6) Conduct oneself in a responsible manner, 7) Pay required fees and fines, 8) Report threats to the safety of other students, teachers, and staff members, 9) Cooperate with staff members in the investigation of disciplinary matters, 10) Use technology and computers appropriately.

Parents

1) Support school, district, and classroom rules for student behavior and ensure that their children conduct themselves according to district standards, 2) Provide the school with a current address and home, work, and cellular telephone numbers, 3) Ensure student attendance at school by state law (student attendance is the sole responsibility of the parent or legal guardian), 4) Provide the appropriate school personnel with any student information that will affect the student's ability to learn, 5) Read, acknowledge, and understand that school policies and procedures are applicable to their children's conduct while they are at school and while they are attending events having a nexus with the school.

Teachers

Establish classroom-management procedures that concentrate on good student conduct and support school and district policies and procedures.

Administrators

Develop with all members of the school community an effective School-Based Discipline Management System that promotes and maintains the support of good student behavior.

Board of Education

Clarify the District's purpose, connect with the community, delegate authority, and monitor school performance. Serious offenses are those that substantially disrupt or materially interfere with the orderly process in the classroom, bus transportation, the school or any school-related activity and may include 'persistent' misbehavior. 'Persistent' shall be defined as more than one repeated instance of an administrative infraction. An administrator may find, on the basis of the facts and circumstances of the case that a student may benefit in an alternative educational setting.

Disciplinary measures applied to handicapped students are in accordance with the Rules and Regulations to Govern the Administration and Operation of Special Education in the State of Illinois, Individuals with Disabilities Education Act, and Section 504 of the Rehabilitation Act of 1973.

DISCIPLINE PROGRAMS

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. School personnel shall not advise or encourage students to drop out of school voluntarily due to behavioral or academic difficulties. Disciplinary actions apply equally to all students. All discipline will be imposed on a case-by-case basis. Potential disciplinary measures include, without limitation, any of the following measures: Oral correction; Disciplinary conference, phone call, letter, and/or e-mail; Parent/guardian notification: Temporary removal from the classroom; Restitution for lost or stolen goods or property; Community Service; After-school study or Before-school study provided the student's parent/guardian has been notified; Restitution or restoration, as applicable, from vandalism; Seizure of contraband, confiscation and temporary retention of the personal property that was used to violate school rules; Exclusion from extracurricular activities such as field-trips, commencement exercises/awards ceremonies; Suspension of bus riding privileges; Restriction or removal of computer-use privileges for up to one school year; Suspension from school (and all school activities) for up to ten (10) days; Expulsion from school and all school activities for a definite time period not to exceed two (2) years; Notification to juvenile authorities or other law enforcement in circumstances as authorized by the reciprocal reporting agreement between the District and local law enforcement agencies; Transfer to the Center for Educational Opportunities (Madison County Regional Safe School Program) or other Alternative Education Program(s) if a student is expelled or otherwise qualifies for transfer under State Law; Any other appropriate disciplinary actions determined by the administration. The above list of disciplinary measures is a range of options that will not always be applicable in every case. In some circumstances, it may not be possible to avoid suspending or expelling a student because behavioral interventions, other than a suspension or expulsion, will not be appropriate and available, and the only reasonable and practical way to resolve the threat and/or address the disruption is a suspension or expulsion.

Potential disciplinary measures also include, without limitation, the following measures:

Warning: This notifies a student and perhaps his/her parents/legal guardians that he/she is in violation of a rule or privilege of attending school.

Detention (CHS): The detention program is primarily a supervised study time for students. Students assigned detentions shall not be penalized academically. The program will run from 7:00AM – 7:45AM Monday through Friday and from 3:00PM to 4:00PM Monday, Tuesday, Thursday, and Friday. Parents may request that their child be given the next level of consequence in place of detention (In School Supervision). This request must be made prior to the scheduled detention assignment. Any student who refuses to serve, misbehaves, skips or intentionally misses an assigned detention will be assigned to In School Supervision on the following day. Students not reporting to detention on the day assigned may be reassigned to ISS the following day. Any changes to detentions must be made by a parent/guardian ONLY by contacting the appropriate administrator. For morning detention, the change must be made before 3 p.m. the day prior to the assigned detention. For afternoon detention, the change must be made by 12 p.m. on the day of the assigned detention.

Detention (CMS):

Reason for Detention: A teacher, staff member, or an administrator can write a referral for any reason considered interfering with the education process or noncompliance of school rules.

Notice: A one (1) day notice of before/after school detentions must be given by all teachers in order for the student to inform their parents, to arrange transportation, and to notify the location of the detention.

Lunch Detentions: Assigned by administration and are served during the student's lunch period. Students in Lunch Detention will have lunch provided to them (based on their recorded lunch status) or will be permitted to bring lunch from home.

Absences: If absent or suspended, the student is required to serve the detention the next day he/she returns to school. It is the student's responsibility to remember the detention obligation.

Detention Rules: All school rules apply to detention. A student cannot be late or disruptive for detentions and must be busy with schoolwork during the entire detention period. Students are expected to arrive in the detention room on time, bring and work on assignments/school work.

Skipping Detention or Not Following the Rules of Detention: If a student skips detention or chooses not to follow the rules of detention, then the student may be assigned more detentions or ISS.
Tardy Detention: Tardy detentions will be assigned by the administration.
Teacher Detention: Teacher detentions will be held by the classroom teacher in a supervised classroom before or after school, or during lunch periods.
Problems: If a student or parent has questions concerning detention, they should contact the teacher regarding teacher-issued detention(s) or contact the administrations regarding administrative-issued detention(s).
In School Supervision (ISS) – (CHS): Students will serve In School Supervision (ISS) at school during the school day for as many days as their disciplinary consequences stipulate. During this time, students should work on the assignments being covered in their classes. Students serving ISS will be counted present and receive full credit for academic work completed. Teachers must provide assignments for credit at the student's request. If a student has an unexcused absence in conjunction with serving an ISS, then make-up work will not be permitted. Students are responsible for obtaining assignments from their teachers prior to reporting to ISS. ISS is the last opportunity a student has for remaining in school following disciplinary infractions. If a student chooses not to follow proper ISS procedure, he/she will be suspended out of school, and may reserve an additional day in ISS and/or STOP program assignment. Abuse of an ISS assignment or continued violation of ISS rules may result in the loss of the ISS option. Students or their parent/guardian MUST provide transportation home should the ISS assignment not be completed successfully. In order to change an ISS, the request must be made by 12 p.m. the day before the assigned ISS. An OSS may be requested in lieu of an ISS ONLY by a parent/guardian Note: School work may not be made up when a parent opts for OSS instead of ISS.
The following are rules, regulations, and procedures for the Collinsville High School ISS assignment: 1) Students must be in their seats when the 7:55 a.m. bell rings; 2) Students may not talk or cause any type of disruption or distraction to the "Absolute Quiet" atmosphere of the ISS; 3) No sleeping is permitted; 4) Students are to be studying, reading, and completing academic assignments quietly. Students must come prepared with pen, pencil, etc. to work in ISS; 5) Students are responsible to acquire and return make-up work for missed classes; 6) Lunch is spent in ISS. Students may bring a lunch from home or order a lunch. All drinks must be sealed. No soda is permitted in the ISS room; 7) A type "A" lunch is the only purchasable option. No other eating or drinking is permitted. Gum and cough drops are not permitted at any time; 8) Once the lunch orders have been placed, no additions will be made; 9) There will be three breaks during the day. There will be no other breaks, trips to the lockers, or use of the phones except for medical reasons or emergencies; 10) Students who leave ISS early will not receive credit for the day and would therefore serve the ISS on the next day of attendance. The student will still receive academic credit for all work completed; 11) Students who are absent from school on days to be spent in ISS must make up the days absent when they return to school; 12) In the event that school is canceled for any reason on the day of an ISS assignment, the student should report to ISS on the first day that school resumes; In the event that a student is absent on the day of an ISS assignment, the student should report to ISS on the first day that the student returns to school, 13) Dismissal is at 2:55 P.M. Students are to take all of their books and materials with them each day of an ISS assignment. Nothing is to be left in the ISS room. Anything left in the room will be taken to the Lost and Found; 14) Students who fail to successfully complete an ISS assignment may be sent home. For a failure to complete ISS assignment: 1) the office will contact the parent; 2) the parent must arrange for student transportation home, and; 3) the day may be recorded as an Out of School Suspension. Additional failures of ISS may result in out of school suspension for the number of days remaining for the ISS assignment.
If a parent/guardian is not able to arrange for transportation home: 1) the student will be sent to the library testing center; 2) the day attendance will be recorded as an in-building absence (IA) and; 3) the student must serve a STOP assignment on the next day of student attendance.
In-School Supervision (ISS) (CMS)
In-school supervision may be offered as an alternative to out-of-school suspension.
Students assigned to In-School Supervision (ISS) must first report to first period class and then proceed to the ISS room. It is the student's responsibility to obtain homework assignments and take work materials to ISS daily. Administrators will give students ample time to collect homework assignments. Any student who refuses to report to ISS will be subject to STOP or out-of-school suspension. The rules of ISS are posted in the ISS room and are available to parents/guardians upon request. Failure of In-School Supervision (ISS); Students must pass a full day of ISS to fulfill their ISS obligation. The ISS Supervisor will determine whether a student passes or fails based on the compliance of the student to the rules of ISS. If a student chooses not to follow proper ISS procedures, s/he may be suspended out of school for the day s/he failed. Based on the reason for ISS failure, the remaining ISS days may be turned into STOP or Out-of-School Suspensions. Parents are encouraged to avoid scheduling appointments or requesting early dismissal(s) of students on an assigned ISS day(s). Changes to the ISS date(s) selected by administration may only occur when the parent/guardian of the assigned student contacts the administrator who made the assignment to request an alternative ISS date(s). CMS encourages all students to serve ISS assignments; parent(s)/guardian(s) may opt for their child to serve one day of Out-of-school suspension for every ISS assigned to their child, but it is highly discouraged. Students who are absent from school on days to be spent in ISS will have to make up the days absent when they return to school. Homework assignments completed during ISS can be turned in for credit when the student returns to regular classes. Quizzes and tests missed while a student is assigned to ISS can be made up. All students in ISS will have a lunch provided to them (based on their recorded lunch status) during a common ISS lunch period. ISS assignments must be served on school days when school is in session. In the event that the ISS day(s) assigned to a student spans a day(s) classified as a district emergency day (i.e. snow day) the emergency day(s) will not be counted toward the fulfillment of the ISS assignment.

Short-Term Option Program (STOP) (DIS/CMS/CHS): The Short-Term Option Program (STOP) is designed to keep suspended students in school. Students assigned to the STOP program report directly to the school office upon arrival to the school campus and are then transported to the Center for Educational Opportunities (CEO) Madison County (IL) Regional Safe School located in Troy, Illinois. Teachers at the Regional Safe School STOP Program work with students to complete assigned academic work from Collinsville High School.

Out of School Suspension (OSS): A student's out of school suspension assignment is determined on a case-by-case basis and is at the discretion of school administrators and Board of Education. *The level of consequences imposed will be consistent with the Illinois School Code.* Students assigned to Out of School Suspension (OSS) will not be allowed on school district property at any time during their Out of School Suspension. Out of School Suspensions are assigned only for days when school is in session. In the event that school is canceled for any reason during the period of an out of school suspension, the student will serve the remaining day(s) of the out of school suspension period on the next day(s) that school resumes. During an out of school suspension assignment, the student will be permitted to make up all missed work, including homework and tests, for equivalent academic credit. Students who are suspended Out-of-School for longer than 4 school days may be provided appropriate and available support services during the period of their suspension as determined by school officials.

Out of School Suspension Procedures (OSS)

The following are suspension procedures:1) Before suspension, the student shall be provided a conference during which the charges will be explained and the student will be given an opportunity to respond to the charges; 2) A pre-suspension conference is not required and the student can be immediately suspended when the student's presence poses a continuing danger to persons or property or an ongoing threat of disruption to the educational process. In such cases, the notice and conference shall follow as soon as practicable; 3) Any suspension shall be reported immediately to the student's parent(s)/guardian(s). A written notice of the suspension shall state the reasons for the suspension, including any school rule that was violated, and a notice to the parent(s)/guardian(s) of their right to a review of the suspension. A copy of the notice shall be given to the Board of Education; 4) Upon request of the parent(s)/guardian(s), the Board of Education or a hearing Officer appointed shall conduct a review of the suspension by the Board. At the review, the student's parent(s)/guardian(s) may appear and discuss the suspension with the Board or the hearing officer and may be represented by counsel. After presentation of the evidence or receipt of the hearing officer's report, the Board shall take such action, as it finds appropriate.

NOTE: *Parents/Guardians who elect not to send their child to school on a day of assigned In-School suspension and/or Short-Term Option Program (STOP) will be considered as unexcused absences from school. Students will not be allowed to make up work missed due to these days of unexcused absence.*

Expulsion

Expellable acts include, but are not limited to, serious misbehavior and/or illegal acts that threaten to impair the educational efficiency of the school and/or that most seriously disrupt the orderly educational process in the classroom and/or school. Expulsion may occur if misbehavior occurs on school property or at any school-sponsored or school-related activity on or off of school property that may cause a serious threat to the safety of the school community. Expulsion means removal of a student from school for more than ten consecutive school days and possible placement in an alternative setting for one (1) to two (2) school years. The terms of expulsion also mean that a student who has received out-of-school suspension, is being considered for expulsion, and/or has been expelled is prohibited from being on school/district grounds, at school-sponsored activities, or present at any function affiliated with the school district for the time span of the suspension/expulsion.

Expulsion Procedures

The following are expulsion procedures: 1) Before expulsion, the student and parent(s)/guardian(s) shall be provided written notice of the time, place, and purpose of a hearing by registered or certified mail requesting the appearance of the parent(s)/guardian(s). If requested, the student shall have a hearing, at the time and place designated in the notice, conducted by the Board or hearing officer appointed by it. If a hearing officer is appointed by the Board, he or she shall report to the Board the evidence presented at the hearing and the Board shall take such final action as it finds appropriate; 2) During the expulsion hearing, the student and his or her parent(s)/guardian(s) may be represented by counsel, present witnesses, and other evidence and cross-examine the witnesses. At the expulsion hearing, the Board or hearing officer shall hear evidence of whether the student is guilty of gross disobedience or misconduct as charged. After presentation of the evidence or receipt of the hearing officer's report, the Board shall decide the issue of guilt and take such action as it finds appropriate.

Readmission to school after an expulsion

In order for a student to be readmitted to the school after completing an expulsion, the student and/or parent/legal guardian must complete the following (consecutively): 1) Meet all standards of passing the Alternative School-CEO/ETC and or the terms of the expulsion specified by the C.U.S.D. No. 10 Board of Education (school and/or the CUSD10 District Office should receive documentation verifying completion of the Alternative School within the allotted time frame of enrollment); 2) The student and/or parent/legal guardian must call the C.U.S.D. No. 10 Administrative Office to arrange a time to show proof of residency in the school district; 3) High School and Middle School students and/or parent/legal guardian must call the school to meet with his/her counselor/building Principal in order to arrange for class registration for the upcoming semester.

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. The student shall have the responsibility to contact their teacher(s) concerning a plan for completing

make-up work within a reasonable time (this usually means one (1) day for each day of out-of-school suspension. Students suspended out of school for five (5) or more days shall have a maximum of five (5) days to submit academic work to their teacher.). Long term assignments such as research projects and papers assigned before a suspension and due during the suspension may be turned in on the day the student returns from suspension without penalty. Long term assignments made during a suspension are due on the assigned due date. The District has the discretion of providing additional support services as deemed appropriate by school officials.

Students may be disciplined for misconduct or gross disobedience, including, but not limited to the following: Academic dishonesty (including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, altering report cards and wrongfully obtaining test copies or scores) including cheating, intentionally plagiarizing, using a writing service and/or generative artificial intelligence technology in place of original work unless specifically authorized by staff)***;*** Any threatening, harassing, or intimidating behavior; Attendance in restricted areas***;*** Bus misconduct; Cafeteria misconduct; (In the absence of a reasonable believe that an emergency exists) Calling emergency responders (calling 911), signaling or setting off alarms or signals indicating the presence of an emergency or indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity; Computer (inappropriate use); Conduct that includes public lewdness or indecent exposure, defined to include offenses against chastity, common decency, morals, and the like***;*** Disobeying rules of student conduct or directives from staff members or school officials (Examples of disobeying staff directives include refusing a staff member's request to stop or submit to a search); Disrespect (behaviors verbal or in writing that are abusive or derogatory in nature); Dress/grooming (inappropriate displays); Endangerment of the physical or psychological well-being of school personnel or students by conduct or actions (including engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to be a threat or an attempted intimidation of a staff member; or endanger the health or safety of students, staff, or school property); Engaging in Bullying, Hazing or any kind of aggressive behavior that does physical or psychological harm to a staff person or another student or encouraging other student to engage in such behavior. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying using a school computer or school computer network, or other comparable conduct); Engaging in the offense of retaliation against a staff member for that person's performance of upholding the rules and regulation of the school; Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning) and sexual assault; Engaging in teen dating violence; Failure to abide by rules and regulation at extracurricular activities or at co-curricular activities such as field trips; Falsifying information; Fighting (with or any assault of another student or staff member – this includes any intentional physical contact such as hitting, slapping, punching, shoving, etc.); Gambling; Gang Activity or Gang-like activity; Horseplay (pushing, shoving, etc.); Inappropriate displays of affection; Insubordination (willful failure to respond and carry out the directions of an administrator or school personnel); Knowingly making a false report against a staff member that is later determined to be unsubstantiated at the conclusion of any investigation initiated as a result of the report***;*** Loitering; Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studies within the school grounds at the time the that was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school; Operating an unarmed aircraft system (AUS) or drone for any purpose on school grounds or at any school event unless granted permission by the building principal; Participation in an illegal organization such as a fraternity, sorority, secret society, gang, cult, or other criminal combination prohibited by law; Profanity and Vulgarity (language, objects or gestures that may be found to be offensive to the commonly accepted standards of decency; Repeated violation of classroom or transportation rules; Selling or soliciting for sale any merchandise without proper administrative permission; Setting off the fire alarm and/or tampering with fire extinguishers and/or automated external defibrillators (AEDs); Tardiness/Truancy; The possession and/or use of any object/material which reasonably could be considered to be distracting to the educational setting of the school (including, but not limited to, guitars, guitar cases, flowers, balloons, skateboards, hoverboards, unarmed aircraft systems, drones); The possession of matches or other flammable materials; The possession and use of cellular and wireless telephones, laser pointers, IPODs, and electronic viewing or listening devices (including, but not limited to: pagers, text messaging devices, two-way radios, personal digital assistants [PDAs], audio, video, photographic or similar digital devices capable of storing, sharing, and/or transmitting information on campus or at functions during school hours or at any other time in a manner that disrupts the educational process or violates the rights of others, including using the device to take photographs in the locker rooms or bathrooms, cheat or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing, receiving or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device or cellular telephone, commonly known as "sexting."); The throwing of snowballs; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, of any substance inhaled, injected, smoked, consumed or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in a tablet or powdered form; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, or being under the influence of alcohol; The use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of any tobacco or nicotine products (including electronic cigarettes, e-cigarettes, vapes, vape pens or other vaping related products); The use, possession, distribution (including attempt to use, obtain or distribute), sale,

purchase, or being under the influence of any anabolic steroid unless it is being administered in accordance with a physician's or licensed practitioner's prescription; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, or being under the influence of any illegal drug, controlled substance, or cannabis (including marijuana, medical cannabis and hashish unless the student is authorized to be administered a medical cannabis infused product under Ashley's Law and board policy); The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, or being under the influence of any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician's or licensed practitioner's instructions. The use, possession, distribution (including attempt to use, obtain or distribute), sale, or purchase of medical cannabis, unless authorized under Ashley's Law and board policy, is prohibited; The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale), purchase, or being under the influence of harmful, illegal or across the counter drug; The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale), or purchase of any performance enhancing substance on the Illinois High School Association's most current banned substance list (unless administered in accordance with a prescription); The use, possession, distribution (including attempt to use, obtain or distribute) sale (or offering for sale), or purchase of any inhalant (or paraphernalia for an inhalant), regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system (The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications); The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale) or purchase of drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances unless authorized under board policy and Ashley's Law; The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale) or purchase of "look-alike" or counterfeit drugs, including a substance that is not prohibited by this policy, but one: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance or other substance that is prohibited by this policy; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug, controlled substance or other substance that is prohibited by this policy; The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale) or purchase of any weapons (including guns and knives and/or look alike weapons) or violating the procedures listed in the Weapons Policy of this handbook; The use, possession, control, or transfer of a firearm, a look alike, knife, brass knuckle or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm; Theft (including possession, distribution or attempt to obtain or distribute stolen items) and/or damage to property; Trespassing (entering school property or a school facility without proper authorization. NOTE: any student suspended out of school may not enter the school grounds, attend any school sporting events, or school-related activity or building at any time during the suspension); Unprepared for class (ie. not dressing for physical education class); Vandalism; Vehicle Infractions (including driving and parking without a sticker); Verbal confrontation; Violation of the cell phone/electronic device policy, including, not limited to: harassing or bullying students or harassing school personnel, taking still photos or videos of other students or district employees without prior consent (ie. taking still photos or videos of other students engaged in a physical or verbal confrontation), recording an individual's voice or image without consent, transmitting still photos, audio and/or videos of other students or district employees in any manner, including but not limited to uploading them to internet websites, without prior consent, or storing/accessing personal and/or academic data without consent; Violation of the CHS Parking Permit Policy; Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism and hazing; Violations of rules or procedures established by the classroom teacher; Writing, drawing or distributing any symbols or literature or references to gangs or illegal substances such as drugs, alcohol, and weapons; Any other acts that interfere with the orderly educational process in the classroom or the school.

For purposes of these rules, the term "possession" includes having control, custody, or care, currently or in the past, of an object or substance, including situations in which the item is: (a) on the student's person; (b) contained in another item belonging to, or under the control of the student, such as in the student's clothing, backpack, or automobile; (c) in a school's student locker, desk, or other school property; (d) at any location on school property or at a school-sponsored event; or (e) in the case of drugs and alcohol, substances ingested by the person. Students who are under the influence of any prohibited substance are not permitted to attend school or school functions and are treated as though they have the prohibited substance, as applicable, in their possession.

DISCIPLINE OF STUDENTS WITH DISABILITIES

Behavioral Interventions

Behavioral interventions shall be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. The School Board will establish and maintain a committee to develop, implement, and monitor procedures on the use of behavioral interventions for children 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.

DISCIPLINARY INFRACTIONS & CONSEQUENCES

Building Principals reserve the right to determine appropriate disciplinary actions for offenses which are not contained in the aforementioned list. Similarly, the administration reserves the right, on a case-by-case basis, to deviate from the specified disciplinary actions when such deviations are determined to be necessary for the proper and safe operation of our school. Any infraction, depending upon the surrounding circumstances, may warrant discipline up to and including expulsion.

CORPORAL PUNISHMENT

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

ISOLATED TIME OUT, TIME OUT AND PHYSICAL RESTRAINT

Isolated time out, time out, and physical restraint shall only be used if the student's behavior presents an imminent danger of serious physical harm to the student or others and other less restrictive and intrusive measures were tried and proven ineffective in stopping it, there is no known medical contraindication to its use on the student; and the school staff member or members applying the use of time out, isolated time out, or physical restraint on a student have been trained in its safe application. The school may not use isolated time out, time out, and physical restraint as discipline or punishment, convenience for staff, retaliation, a substitute for appropriate educational or behavioral support, a routine safety matter, or to prevent property damage in the absence of imminent danger of serious physical harm to the student or others. The use of prone restraint, mechanical restraint, and chemical restraint are prohibited.

STUDENT DISTRIBUTION OF NON-SCHOOL SPONSORED PUBLICATIONS

A student or group of students seeking to distribute more than 10 copies of the same material on one or more days to students must comply with the following guidelines: 1) The student(s) must notify the building principal of the intent to distribute, in writing, at least 24 hours before distributing the material. No prior approval of the material is required; 2) The material may be distributed at times and locations selected by the building principal-such as before the beginning or ending of classes at a central location inside the building; 3) The building principal may impose additional requirements whenever necessary to prevent disruption, congestion, or the perception that the material is school-endorsed; 4) Distribution must be done in an orderly and peaceful manner, and may not be coercive; 5) The distribution must be conducted in a manner that does not cause additional work for school personnel. Students who distribute material are responsible for cleaning up any materials left on school grounds; 6) Students must not distribute material that: a) Will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities; b) Violates the rights of others, including but not limited to, material that is libelous, invades the privacy of others, or infringes on a copyright; c) Is socially inappropriate or inappropriate due to the students' maturity level, including but not limited to, material that is obscene, pornographic, or pervasively lewd and vulgar, contains indecent and vulgar language, or sexting as defined by School Board policy and Student Handbook; d) Is reasonably viewed as promoting illegal drug use; or e) Is distributed in kindergarten through eighth grade and is primarily prepared by non-students, unless it is being used for school purposes; or F) Incites students to violate any Board policy; 7) A student may use the School District's Uniform Grievance Procedure to resolve a complaint; 8) Whenever these guidelines require written notification, the appropriate administrator may assist the student in preparing such notification. A student or group of students seeking to distribute 10 or fewer copies of the same publication on one or more days to students must distribute such material at times and places and in a manner that will not cause substantial disruption of the proper and orderly operation and discipline of the school or school activities and in compliance with paragraphs 4, 5, 6, and 7.Students are prohibited from accessing and/or distributing at school any pictures, written material, or electronic material, including material from the Internet or from a blog, that: 1) Will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities; 2) Violates the rights of others, including but not limited to material that is libelous, invades the privacy of others, or infringes on a copyright; 3) Is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, or contains indecent and vulgar language; 4) Is primarily intended for the immediate solicitation of funds; or 5) Is primarily prepared by non-students, unless it is being used for school purposes. Nothing herein shall be interpreted to prevent the inclusion of material from outside sources or the citation to such sources as long as the material to be distributed or accessed is primarily prepared by students. The distribution of non-school-sponsored written material must occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution or the material is endorsed by the school district.

STUDENT PERSONNEL SERVICES

The CUSD10 Student Personnel Services is made available to the students by a variety of professionals and specialists (school counselors, qualified school nurse, school social workers, school psychologist) for the health, education, and welfare of every student attending schools in the Collinsville Unit 10 School District. There are a limited number of services provided on campus, but many more services are made available through the referral process. The District assumes no liability for preventing, identifying, or treating such problems for responding to students with social, emotional, or mental health problems that impact learning ability. Services shall be implemented in a manner consistent with State and federal laws, including the Individuals with Disabilities Education Act, 42 U.S.C. §12101 et seq.

STUDENT PRIVACY PROTECTIONS

The District has adopted and uses several policies and procedures regarding student privacy, parental access to information and administration of certain physical examinations to students. Copies of these policies are available upon request.

SURVEYS

All surveys requesting personal information from students, as well as any other instrument used to collect personal information from students, must advance or relate to the District's educational objectives as identified in School Board policy 6:10, *Educational Philosophy and Objectives*, or assist students' career choices. This applies to all surveys, regardless of whether the student answering the questions can be identified and regardless of who created the survey.

SURVEYS BY THIRD PARTIES

Before a school official or staff member administers or distributes a survey or evaluation created by a third party to a student, the student's parent/guardian may inspect the survey or evaluation, upon their request and within a reasonable time of their request. This applies to every survey: (1) that is created by a person or entity other than a district official, staff member, or student, (2) regardless of whether the student answering the questions can be identified, and (3) regardless of the subject matter of the questions. Parents who object to disclosure of information concerning their child to a third party may do so in writing to the building principal.

SURVEYS REQUESTING PERSONAL INFORMATION

School officials and staff members will not request, nor disclose, the identity of any student who completes any survey or evaluation (created by any person or entity, including the school or district) containing one or more of the following items: 1) Political affiliations or beliefs of the student or the student's parent/guardian; 2) Mental or psychological problems of the student or the student's family; 3) Behavior or attitudes about sex; 4) Illegal, anti-social, self-incriminating, or demeaning behavior; 5) Critical appraisals of other individuals with whom students have close family relationships; 6) Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers; 7) Religious practices, affiliations, or beliefs of the student or the student's parent/guardian; 8) Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

The student's parent(s)/guardian(s) may: 1. Inspect the survey or evaluation upon, and within a reasonable time of, their request, and/or 2. Refuse to allow their child to participate in the activity described above. The school shall not penalize any student whose parent(s)/guardian(s) exercised this option.

INSTRUCTIONAL MATERIAL

A student's parent/guardian may inspect, upon their request, any instructional material used as part of their child's educational curriculum within a reasonable time of their request. The term "instructional material" means instructional content that is provided to a student, regardless of its format, printed or representational materials, audio-visual materials, and materials in electronic digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

PROHIBITION ON SELLING OR MARKETING STUDENTS' PERSONAL INFORMATION

No school official or staff member may market or sell personal information concerning students (or otherwise provide that information to others for that purpose). The term personal information means individually identifiable information including: (1) a student or parent's first and last name, (2) a home or other physical address (including street name and the name of the city or town), (3) a telephone number, (4) a Social Security identification number or (5) driver's license number or State identification card.

Unless otherwise prohibited by law, the above paragraph does not apply: (1) if the student's parent/guardian have consented; or (2) to the collection, disclosure or, use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational products or services for, or to, students or educational institutions, such as the following: 1) College or other postsecondary education recruitment, or military recruitment; 2) Book clubs, magazines, and programs providing access to low-cost literary products; 3) Curriculum and instructional materials used by elementary schools and secondary schools; 4) Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments; 5) The sale by students of products or services to raise funds for school-related or education-related activities; 6) Student recognition programs.

Under no circumstances may a school official or staff member provide a student's personal information to a business organization or financial institution that issues credit or debit cards. A parent/guardian who desires to opt their child out of participation in activities provided herein or who desires a copy or access to a survey or any other material described herein may contact the Building Principal. A complete copy of the District's Student and Family Privacy Rights policy may be obtained from the Superintendent's office or accessed on the District's website.

PHYSICAL EXAMINATIONS

Parents have the right to notification of any physical examinations or screenings, which the district may administer to the student.

STUDENT TEACHER VIDEO AND AUDIO RECORDINGS

Collinsville Community Unit School District No. 10 routinely participates in the education of college level student teachers seeking a degree in the education field. Student teachers are required by their college coursework to create audio and video recordings of their lessons and the reactions of students to their lessons. As a result, students may occasionally appear in video recordings taken by a student teacher authorized by the Building Principal to student teach and to create video or audio recordings of student reactions.

Confidentiality

The video and audio recordings of District students by a student teacher are to be solely in their coursework and in furtherance of their college education. The student teacher will not release the video or audio recording except to his/her college professor. The video/audio recording is destroyed after it is reviewed by the student teacher's professor.

Consent

The School District must have consent from the student's parent and/or guardian prior to a student teacher creating a video or audio recording of District students for their college coursework

STUDENT RECORDS

A school student record is any writing or other recorded information concerning a student and by which a student may be identified individually that is maintained by a school or at its direction or by a school employee, regardless of how or where the information is stored, except for certain records kept in a staff member's sole possession; records maintained by law enforcement officers working in the school; video and other electronic recordings (including electronic recordings made on school buses and body-worn cameras used by law enforcement) that are created in part for law enforcement, security, or safety reasons or purposes, though such electronic recordings may become a student record if the content is used for disciplinary or special education purposes regarding a particular student.

The student's written records are in two categories: permanent and temporary.

"Student Permanent Record" means and shall consist of the following, as limited by Section 2(d) of the Illinois School Student Records Act [105 ILCS 10]: Basic identifying information, including the student's name and address, birth date and place, and gender, and the names and addresses of the student's parents; Evidence required under Section (5)(b)(1) of the Missing Children's Records Act [325 ILCS 50/5(b)(1)]; Academic transcript, including: grades, class rank, graduation date and grade level achieved; scores on college entrance examinations, except that a parent may request, in writing, the removal from the academic transcript of any score received on college entrance examinations (also see Section 375.30(d)); the unique student identifier assigned and used by the Student Information System established pursuant to 23 Ill. Adm. Code 1.75 (Student Information System); as applicable, designation of an Advanced Placement computer science course as a mathematics-based, quantitative course for purposes of meeting State graduation requirements set forth in Section 27-22 of the School Code [105 ILCS 5/27-22]; as applicable, designation of the student's achievement of the State Seal of Biliteracy, awarded in accordance with Section 2-3.157 of the School Code [105 ILCS 5/2-3.157] and 23 Ill. Adm. Code 1.442 (State Seal of Biliteracy); and as applicable, designation of the student's achievement of the State Commendation Toward Biliteracy, awarded in accordance with 23 Ill. Adm. Code 1.442 (State Seal of Biliteracy); Attendance record; Health record; Record of release of permanent record information in accordance with Section 6(c) of the Act [105 ILCS 10/6(c)]; Scores received on all State assessment tests administered at the high school level (i.e., grades 9 through 12) (see 105 ILCS 5/2-3.64a-5); and If not maintained in the temporary record, may also consist of: Honors and awards received; and Information concerning participation in school-sponsored activities or athletics, or offices held in school-sponsored organizations. No other information shall be placed in the student's permanent record.

"Student Temporary Record" means all information not required to be in the student permanent record and shall consist of the following, as limited by Section 2(d) of the Illinois School Student Records Act [105 ILCS 10]: A record of release of temporary record information in accordance with Section 6(c) of the Act [105 ILCS 10/6(c)]; Scores received on the State assessment tests administered in the elementary grade levels (i.e., kindergarten through grade 8) (see 105 ILCS 5/2-3.64a-5); The completed home language survey form (see 23 Ill. Adm. Code 228.15 (Identification of Eligible Students)); *Information regarding serious disciplinary infractions* (i.e., those involving drugs, weapons, or bodily harm to another) *that resulted in expulsion, suspension or the imposition of punishment or sanction*; *Information provided under Section 8.6 of the Abused and Neglected Child Reporting Act* [325 ILCS 5/8.6], as required by Section 2(f) of the Any biometric information that is collected in accordance with Section 10-20.40 or 34-18.34 of the School Code [105 ILCS 5/10-20.40 or 34-18.34]; Health-related information; Accident Reports; and May also consist of: Family background information; Intelligence test scores, group and individual; Aptitude test scores; Reports of psychological evaluations, including information on intelligence, personality and academic information obtained through test administration, observation or interviews; Elementary and secondary achievement level test results; Participation in extracurricular activities, including any offices held in school-sponsored clubs or organizations; Honors and awards received; Teacher anecdotal records; Other disciplinary information; Special education records; Records associated with plans developed under section 504 of the Rehabilitation Act of 1973 (29 USC 701 et seq.); and Any verified reports or information from non-educational persons, agencies or organizations of clear relevance to the education of the student.

Student's written records are kept on file in the school office/counseling office and are available to students, parents and/or legal guardians for inspection. Students and/or parent(s)/legal guardians may inspect the written records with a designated employee of the school during regular hours of the school day. A parent, student, and/or legal guardian may contact the administrator to gain access to the records. Access will be granted within a reasonable amount of time but not more than ten (10) business days after receiving the request. "Parent" means a person who is the natural parent of the student or other person who has the primary responsibility for the care and upbringing of the student. All rights and privileges accorded to a parent under this Act shall become exclusively those of the student upon his 18th birthday, graduation from secondary school, marriage or entry into military service, whichever occurs first. The student may also exercise such rights and privileges at any time with respect to the student's permanent school record.

If information contained in the records is disputed by the parent, student, and/or legal guardian, a request to meet with the Principal or Superintendent must be made within a reasonable time after the review of the record to provide for the correction, deletion, or further explanation of such information.

In the absence of any court order to the contrary, to require, that upon the request of either parent of a pupil whose parents are divorced, copies of the following reports or records which reflect the pupil's academic progress, reports of the pupil's emotional and physical health, notices of school initiated parent-teacher conferences, notices of major school sponsored events, such as open house, which involve pupil-parent interaction and furnished by the school district to one parent be furnished by mail to the other parent.

The school will review student's records periodically to make certain they are accurate. Permanent records will be maintained for not less than sixty (60) years after a student has graduated or otherwise permanently withdrawn from school. Temporary records will be maintained for five years following graduation, school transfer and/or withdrawal and will be destroyed on July 1. A parent, student, and/or guardian have the right to inspect and copy such records before destruction. A charge of the actual cost for providing a copy of the school record will be paid by the requesting party, but may not exceed 35 cents per page.

Upon graduation or permanent withdrawal of a handicapped student, the psychological evaluation, special education files and other information contained in the student temporary record may be of continued assistance to the student may, after five (5) years be transferred to the custody of the parent or to the student if the student has succeeded to the rights of the parents. The school shall explain to the student and the parent the future usefulness of these records.

If a certified copy of an order of protection has been filed with a school district, then the district shall notify its school employees that the student records or information in those records of a protected child identified in the order shall not be released to the person against whom the order was issued.

RELEASE OF INFORMATION

The school shall transfer the student record to another school in which the student has enrolled or intends to enroll upon a signed parental release form. The parent will receive prior written notice of the nature and substance of the information to be transferred and an opportunity to inspect, copy, and challenge such information. If the address of the parents is unknown, notice may be served upon the records' custodian of the requesting school for transmission to the parents. Such service shall be deemed conclusive, and ten (10) calendar days after such service, if the parents make no objection, the records may be transferred to the requesting school. No individual or agency can force an individual to release his/her records. A release of students' written records will not be made to persons or agencies unless written consent is given by parents, students, or a court order is issued. However, a release of records without parental consent could be made due to an emergency release of personally identifiable information from education records to provide for release of information for medical health or safety. In certain instances where consent is not required, written notification of such information will be given to the parents. Directory information is limited to: a student's name, grade level; photographs, media interviews, videos and digital images used for informational or news-related purposes of a student participating in school or school-sponsored activities, organizations and athletics that appear in school publications such as yearbooks, newspapers or sporting or fine arts programs; academic awards, degrees and honors; information in relation to school-sponsored activities, organizations, and athletics; major field of study; and period of attendance at the school. Any parent/guardian or eligible student (student 18 or older) may prohibit the release of directory information by delivering a written request to the building principal. The contact must be made by September 15 of each school year or the information will be released at the appropriate time.

RULES REGULATING THE INSPECTION OF STUDENT'S WRITTEN RECORDS

The Family Educational Rights and Privacy Act (FERPA) and the Illinois Student Records Act afford parents/guardians ~~and~~ students over 18 years of age ("eligible students") and when applicable, the Ill. Dept. of Children and Family Services' Office of Education and Transition Services, certain rights with respect to the student's school records. They are: **1. The right to inspect and copy the student's education records within 10 business days of the day the District receives a request for access.** The degree of access a student has to his or her records depends on the student's age. Students less than 18 years of age have the right to inspect and copy only their permanent record. Students 18 years of age or older have access and copy rights to both permanent and temporary records. A parent/guardian or student should submit to the building principal a written request that identifies the record(s) he or she wishes to inspect. Within 10 business days, the building principal will make arrangements for access and notify the parent/guardian or student of the time and place where the records may be inspected. In certain circumstances, the District may request an additional 5 business days in which to grant access. The District charges $.35 per page for copying but no one will be denied their right to copies of their records for inability to pay this cost. These rights are denied to any person against whom an order of protection has been entered concerning the student; **2**. **The right to have one or more scores received on college entrance examinations included on the student's academic transcript.** Parents/guardians or eligible students may have one or more scores on college entrance examinations included on the student's academic transcript. The District will include scores on college entrance examinations upon the written request of the parent/guardian or eligible student stating the name of each college entrance examination that is the subject of the request and the dates of the scores that are to be included; **3. The right to request the amendment of the student's education records that the parent/ guardian or eligible student believes are inaccurate, irrelevant, or improper.** A parent/guardian or eligible student may ask the District to amend a record that is believed to be inaccurate, irrelevant, or improper. Requests should be sent to the building principal and should clearly identify the record the parent/guardian or eligible student wants changed and the specific reason a change is being sought. If the District decides not to amend the record, the District will notify the parent/guardian or eligible student of the decision and advise him or her of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent/guardian or eligible student when notified of the right to a hearing. **4. The right to permit disclosure of personally identifiable information contained in the student's education records, except to the extent that the FERPA or Illinois School**

Student Records Act authorizes disclosure without consent. Disclosure without consent is permitted to school officials with legitimate educational or administrative interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board. A school official may also include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of personally identifiable information from education records (such as an attorney, auditor, medical consultant, therapist, or educational technology vendor); or any parent/guardian or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility or contractual obligation with the district. Upon request, the District discloses education records without consent to officials of another school district in which a student has enrolled or intends to enroll, as well as to any person as specifically required by State or federal law. Before information is released to these individuals, the parents/guardians or eligible student will receive prior written notice of the nature and substance of the information, and an opportunity to inspect, copy, and challenge such records. Academic grades and references to expulsions or out-of-school suspensions cannot be challenged at the time a student's records are being forwarded to another school to which the student is transferring. Disclosure is also permitted without consent to: any person for research, statistical reporting or planning, provided that no student or parent/guardian can be identified; to another school district that overlaps attendance boundaries with the District, if the District has entered into an intergovernmental agreement that allows for sharing of student records and information with the other district,[2] any person named in a court order; appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons; and juvenile authorities when necessary for the discharge of their official duties who request information before adjudication of the student. **5. The right to a copy of any school student record proposed to be destroyed or deleted.** The permanent record is maintained for at least 60 years after the student transfers, graduates, or permanently withdraws. The temporary record is maintained for at least 5 years after the student transfers, graduates, or permanently withdraws. Temporary records that may be of assistance to a student with a disability who graduates or permanently withdraws, may, after 5 years, be transferred to the parent/guardian or to the student, if the student has succeeded to the rights of the parent/guardian. Student temporary records are reviewed every 4 years or upon a student's change in attendance centers, whichever occurs first. **6. The right to prohibit the release of directory information.** Throughout the school year, the District may release directory information regarding students, limited to: a student's name, grade level; photographs, media interviews, videos and digital images used for informational or news-related purposes of a student participating in school or school-sponsored activities, organizations and athletics that appear in school publications such as yearbooks, newspapers or sporting or fine arts programs; academic awards, degrees and honors; information in relation to school-sponsored activities, organizations, and athletics; major field of study; and period of attendance at the school. Any parent/guardian or eligible student (student 18 or older) may prohibit the release of directory information by delivering a written request to the building principal. The contact must be made by September 15 of each school year or the information will be released at the appropriate time.

Any parent/guardian or eligible student may prohibit the release of any or all of the above information by delivering a written objection to the building principal by September 15 of each school year.

7. The right to request that military recruiters or institutions of higher learning not be granted access to your student's information without your prior written consent. Federal law requires a secondary school to grant military recruiters and institutions of higher learning, upon their request, access to secondary school students' names, addresses, and telephone numbers, unless the student's parent/guardian, or student who is 18 years of age or older, submits a written request that the information not be released without the prior written consent of the parent/guardian or eligible student. If you wish to exercise this option, notify the building principal. **8. The right contained in this statement: No person may condition the granting or withholding of any right, privilege or benefits or make as a condition of employment, credit, or insurance the securing by any individual of any information from a student's temporary record which such individual may obtain through the exercise of any right secured under State law. 9. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.** The name and address of the Office that administers FERPA is: U.S. Department of Education, Student Privacy Policy Office, 400 Maryland Avenue, SW, Washington DC 20202-8520

STUDENT BIOMETRIC INFORMATION

Before collecting biometric information from students, the school must seek the permission of the student's parent/guardian or the student, if over the age of 18. Biometric information means information that is collected from students based on their unique characters, such as a fingerprint, voice recognition or retinal scan.

STUDENT RIGHTS AND RESPONSIBILITIES

The School Board, in support of the aims of public education, believes that the behavior of students attending public schools shall reflect standards of good citizenship demanded of members of a democratic society. Self-discipline (responsibility for one's actions) is one of the important ultimate goals of education. The School Board also believes that, while education is a right of American youth, it is not an absolute right; it is qualified first by eligibility requirements. Our courts speak of education as a limited right or a privilege. That is, students who fail to perform those duties required of them for attendance in a public school may be excluded from the school.

STUDENT RESPONSIBILITIES

Students, as citizens of the United States, are guaranteed certain individual rights and have individual responsibilities that correspond. Parents, teachers, and administrators have a duty to protect the rights of students while maintaining an educational atmosphere conducive to the teaching and learning process. The concept of balancing the rights of the individual with the rights of society is as valid in the educational community as in the larger community. There are certain special responsibilities required of a citizen who is a student in school: 1) To become informed of and adhere to reasonable rules and regulations established by local boards of education and implemented by school administrators and teachers; 2) To respect the rights and individuality of other students and school administrators and teachers; 3) To refrain from libel, slanderous remarks, and obscenity in verbal and written material; 4) To dress and groom in a manner that meets reasonable standards of health, cleanliness and safety; 5) To be punctual and present in the regular or assigned school program to the best of one's ability; 6) To refrain from gross disobedience or misconduct or behavior that materially and substantially disrupts the educational process; 7) To maintain the best possible level of academic achievement; 8) To respect the reasonable exercise of authority by school administrators and teachers in maintaining discipline in the school and at school sponsored activities.

STUDENT RIGHTS

All students are entitled to enjoy the rights protected by the Federal and State Constitutions and laws for persons of their age and maturity in a school setting. Students should exercise these rights reasonably and avoid violating the rights of others. Students who violate the rights of others or violate District policies or rules will be subject to disciplinary measures.

STUDENT SUCCESS STRATEGIES

Students are reminded that the following strategies should be carried out on a daily basis in order to succeed academically in class: 1) Respect teaching and learning; 2) Prepare for each class; 3) Approach each class with enthusiasm for the learning process and academic inquiry; 4) Be willing to be active learners in the classroom; 5) Value diversity in the class and refrain from using language that may be insulting or insensitive; 6) Commit the necessary time and effort in each course; 7) Complete all assignments in a timely and neat fashion; 8) Communicate with teachers in a respectful tone to prevent an issue from becoming an insurmountable problem; 9) Respect the learning environment by minimizing distractions such as arriving late or reading other materials in class.

STUDENT RIGHTS PROCEDURES

GRIEVANCE

A grievance is a difference of opinion raised by a student or a student's parent or parents involving: 1) The meaning, interpretation or application of established policies; 2) Difference of treatment; or 3) Application of the legal requirements of civil rights legislation. This procedure is not intended to limit the option of the district and a grievant(s) to resolve any grievance mutually and informally. Hearings and conferences under this procedure shall be conducted at a time and place, which will afford a fair and equitable opportunity for all persons involved.

DUE PROCESS FOR STUDENT GRIEVANCE PROCEDURES

The Grievance Procedures, along with explanation, due process and directions, are available for inspection in the Superintendent's office, building Principal's office, Counselor's office, and Coordinator's offices for Title IX, Section 504 and Title VI. It is the policy of this district that all grievances be resolved quickly and at the lowest step possible.

1. Right to Representation: The aggrieving may choose to be represented by an attorney or other person of their choosing.

2. Right to Present Witnesses and Evidence: The grievant(s) shall be allowed to present relevant evidence and pertinent witnesses. Both parties shall have the opportunity for hearing and questioning witnesses.

3. Time Limits: All participants shall adhere to the time limits prescribed for each level. Failure by the administration at any step in the procedure to communicate the decision on the grievance within the specified time limit shall permit the grievant(s) to proceed to the next step. Failure on the part of the grievant to appeal the decision to the next step within the specified time limits shall be an acceptance of the decision rendered at that step.

4. Right to Information: Unless state laws and right-to-privacy acts are violated, all relevant information must be made available to all parties.

5. Right to Privacy: During the grievance procedure, prior to Step III, the grievant(s) shall have the right to designate whether the procedure and meetings will be confidential.

6. Reprisals - Retaliation: Participants in a grievance submitted to this district shall not be subjected to reprisals, retaliation or different treatment because of such participation. Participation shall not be recorded in the student(s)' file(s) or used to affect equal opportunity for access and equity in educational programs and services.

Time limits refer to days when school is in session unless other agreed to limits by both parties.

STEP I. The student(s) and/or parent(s) should discuss the matter with the building principal within ten (10) days of the time when a reasonable alert person should have been made aware of the event giving rise to a grievance. An oral response must be made within five (5) days.

STEP II. If the problem is not resolved, the grievance should be submitted in writing to the building principal and the Coordinator responsible for the civil rights legislation within ten (10) days. A meeting must be held within five (5) days from the written notification of referral with the grievant(s), building principal, coordinator and any other involved person(s). A written response must be made within ten (10) days.

STEP III. If the grievance is still not resolved, it should be submitted in writing within ten (10) days to the Superintendent. The grievance should be described as specifically and completely as possible. All documentation submitted in previous steps should be submitted to the Superintendent. A meeting must be held between the grievant(s), Superintendent and district representatives within

ten (10) days. A complete record of this meeting shall be kept and signed by both parties for possible future reference. A written response from the Superintendent shall be given within ten (10) days.
STEP IV. If the issue is not satisfactorily resolved in STEP II, the grievant(s) may appeal in writing to the School Board within five (5) days from the receipt of the written response. The School Board shall consider the appeal and may request a formal hearing of all evidence, written and oral, within sixty (60) days of the written appeal. A written response shall be given to the grievant(s) within ten (10) days of the School Board's examination of the appeal.
STEP V. None of these grievance procedures preclude the grievant(s)' use of alternative procedures for resolving the grievance.

STUDENT SAFETY SECURITY PLAN

TARGETED SCHOOL VIOLENCE PREVENTION PROGRAM
Threats and acts of targeted school violence harm the District's environment and school community, diminishing students' ability to learn and a school's ability to educate. Providing students and staff with access to a safe and secure environment is an important goal of the School and District. While it is not possible to completely eliminate threats, the School and District maintain a Targeted School Violence Prevention Program and a Threat Assessment Team to reduce these risks to its environment.
Parents/guardians and students are encouraged to report any expressed threats or behaviors that may represent a threat to the community, School, or self. Reports can be made to any school administrator, law enforcement authorities, or the Safe2Help Illinois helpline (www.safe2helpil.com/).
Students and parents are urged to participate in behavioral threat assessment and intervention programs if the Behavioral Threat Assessment Team believes that intervention is necessary to prevent a student from harming themselves or others. However, if for some reason there is a reluctance to participate in the process by the threat maker(s) or parent/guardian(s), the threat assessment process will continue in order to ensure a safe and caring learning environment for all.
For further information, please contact the Building Principal.

THREAT OF VIOLENCE
Purpose
Collinsville Community Unit School District No. 10 is committed to providing and maintaining a healthy and safe environment for its students and staff. The purpose of the CUSD10 Safety Plan is to help ensure the care, welfare, safety, and security of students and staff members. This plan is a guide and is only used when a student has made a threat. The plan is intended to classify the level of a threat and give guidance for responding to the threat.
Threat Defined
A threat is an expression of intent to do harm or act violently against someone or something. The threat can be spoken, written, or gestured. Threats may be direct or indirect, and need not be communicated to the intended victim(s).
Threat Assessment Team
Psychologist/Social Worker/and or Counselor – interviews the student, conducts the risk assessment, and helps to evaluate the threat; **Assistant Principal** – interviews the student, evaluates the threat, assigns appropriate discipline, and notifies the parent; **School Resource Officer** – interviews the student, helps to evaluate the threat, determines if further legal action is needed, and receives all information pertaining to the incident.
Procedure
1) The School Administrator is informed of the threat; 2) The local law enforcement agency is notified; 3) The threat assessment team conducts an investigation/interview; 4) The school social worker or counselor conducts a threat assessment; 5) The threat assessment team determines the risk level of the threat; 6) Discipline is assigned by the Administrator; 7) The student is monitored; 8) A referral may be made to social worker/school counselor for anger management, coping skills, or conflict resolution; 9) The parents of all students involved are contacted; 10) Resources may be provided to student and parents; 11) Student released to parent/parent designee; 12) The parents, student, and threat assessment team may develop an Emergency Plan. Due to the safety of all involved, failure to follow through with the agreed upon follow up plan may result in the school contacting the Department of Children and Family Services Child Abuse Hotline; 13) There is communication with teachers/school counselors to make aware of conflict; 14) A request is sent to school counselor to separate students in class (if appropriate).
In a situation in which a student expresses suicidal thoughts and/or expressing thoughts of threats to others, the District may require that the student obtain a letter from a medical or mental health provider indicating that the student can function in the school setting and is no longer a threat to themselves or others. If it is determined that the student requires an evaluation from a mental health professional, a written statement from that professional stating the student is safe to return to the educational environment and is no longer a threat to themselves or others must be provided to the school administration within ten (10) school days for the student to be allowed to return to school. If the statement is not received within ten (10) school days, the school will contact the parent/guardian to discuss other options. The school will ensure that any student absent from school for up to ten school days while receiving an evaluation from a mental health professional has a full opportunity to make up any missed work and/or missed credit during the time they are out of the classroom.
Discipline
When considering the appropriate discipline for a student who has made a threat of violence, the student's prior disciplinary records, as well as the nature of the threat are taken into account. All discipline is administered on a case-by-case basis.
IMPORTANT: If a student is in need of emergency assistance to address the care, welfare, safety and security of self or classmate when school is not in session, please contact the proper authorities listed below:

Police, Fire, & Emergency Services: 911
Suicide Prevention Lifeline: 800-273-8255
Child Abuse Hotline: 800/25-ABUSE
Safe2Help Illinois helpline (www.safe2helpil.com

STUDENT TEACHER VIDEO AND AUDIO RECORDINGS

Collinsville Community Unit School District No. 10 routinely participates in the education of college level student teachers seeking a degree in the education field. Student teachers are required by their college coursework to create audio and video recordings of their lessons and the reactions of students to their lessons. As a result, students may occasionally appear in video recordings taken by a student teacher authorized by the Building Principal to student teach and to create video or audio recordings of student reactions.

Confidentiality

The video and audio recordings of District students by a student teacher are to be solely in their coursework and in furtherance of their college education. The student teacher will not release the video or audio recording except to his/her college professor. The video/audio recording is destroyed after it is reviewed by the student teacher's professor.

Consent

Parents should inform the Building Principal of the school that the child attends in writing if they do not wish their child to be video or audio recorded by the Student Teacher.

STUDENTS WITH DISABILITIES

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. If you believe your child may have a disability, and this disability is adversely affecting your child's educational performance, please contact your building principal to receive your full procedural rights. Requests for evaluations must be in writing, and state the reason for the referral.

Pursuant to Illinois Public Act 095-0017, 100-1112 (effective August 28, 2018), the Collinsville Board of Education is providing notice that students with disabilities who do not qualify for an IEP may qualify for services under Section 504 of the federal Rehabilitation Act if the child: (1) has a physical or mental impairment that substantially limits one or more major life activities, (2) has a record of a physical or mental impairment, or (3) is regarded as having a physical or mental impairment.

Individuals with disabilities will be provided an opportunity to participate in all school-sponsored services, programs, or activities. Individuals with disabilities should notify the superintendent or building principal if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting.

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. Much of this information, including a copy of the school district's policy, is posted on the school district website. Information can also be obtained from the school office. In a situation in which a student expresses suicidal thoughts, the District may require that the student obtain a letter from a medical or mental health provider indicating that the student can function in the school setting and is no longer a threat to themselves or others. If it is determined that the student requires an evaluation from a mental health professional, a written statement from that professional stating the student is safe to return to the educational environment and is no longer a threat to themselves or others must be provided to the school administration within ten (10) school days for the student to be allowed to return to school. If the statement is not received within ten (10) school days, the school will contact the parent/guardian to discuss other options. The school will ensure that any student absent from school for up to ten school days while receiving an evaluation from a mental health professional has a full opportunity to make up any missed work and/or missed credit during the time they are out of the classroom.

National Suicide Prevention Lifeline: Text 988 or Call 800-273-8255

Crisis Text Line: Text "HOME" to 741741
Safe2Help Illinois Helpline: Text SAFE2 (72332) or Call 844-4-SAFEIL or Email HELP@Safe2HelpIL.com

TELEPHONE CALLS & REQUEST

Parents may reach students by calling the school office. A student will be called out of class only in cases of emergency. School phones are to be used on an emergency basis only.

TEXTBOOKS AND TECHNOLOGY DEVICES ISSUED TO STUDENTS

The textbooks used in each school are the property of the Collinsville School District. The textbooks and technology devices issued to a student become his/her responsibility until returned to the teacher/school. Collinsville Community Unit School District Ten (10) is a participant in the State Free Textbook Loan Program. When parents or students have requested participation in writing, no rental fees are assessed on the books supplied through the Free Textbook Loan Program. If a textbook or technology device issued to a student is lost or damaged (regardless of the reason), the student has the financial responsibility to pay the appraised price for a replacement of the lost textbook or for the repair of the damaged textbook.

TOBACCO/SMOKING

Using tobacco products in any form is hazardous to the health of students and may present a safety hazard in the school. The possession, use, distribution of (or any attempt to use, obtain or distribute), sale or purchase of any tobacco products (or look-alike tobacco products such as electronic cigarettes, vapes, vape pens or other vaping related products-(vaping with and without nicotine) is prohibited in school buses, in school buildings and on school property. This policy extends to all school sponsored and related activities as well as field, athletic and music trips, whether held before or after school, evenings, or weekends.
All discipline imposed will be determined on a case-by-case basis and referred to the School Resource Officer.
The Illinois General Assembly finds that tobacco smoke is a harmful and dangerous carcinogen to human beings and a hazard to public health. Pursuant to Illinois Public Act 095-0017, no person may smoke in a public place or in any place of employment. To 'smoke' means the carrying, smoking, burning, inhaling, or exhaling of any kind of lighted pipe, cigar, cigarette, hookah, weed, herbs, or any other lighted smoking equipment. CUSD10 school administrators will work cooperatively with local law enforcement to enforce provisions of the Smoke Free Illinois Act and fines may be assessed pursuant to this Act.

TRANSCRIPTS (COLLINSVILLE HIGH SCHOOL)

Transcript Requests: If you are a current Collinsville High School student, please submit transcript requests by visiting: https://sites.google.com/cusd.kahoks.org/chs-counseling-dept/transcript-requests. This link is only accessible to students while using their CHS Google Account (if you are logged in under a different account you will not be able to complete this document). If you require a fee waiver, you MUST also schedule an appointment to meet with your counselor by visiting https://sites.google.com/cusd.kahoks.org/chs-counseling-dept/appointments.

Adding Test Scores to Transcripts

State required SAT test scores are automatically included on transcripts. Other test scores from National SAT and ACT test dates may not automatically be included. Students should review their transcript to determine if all needed test scores are included prior to sending transcripts to colleges and scholarship programs. If you determine that a score is not on your transcript, please contact the school's registrar at 618-346-6320x1129.

TRANSFER OF GRADES (COLLINSVILLE HIGH SCHOOL)

A student seeking admission to Collinsville High School must meet all residency, age, health examination, immunization and other eligibility prerequisites as mandated by state law. A student must also present a completed good standing form from the school from which the student is transferring. Courses from schools accredited by a state accrediting agency or one of the seven nationally recognized regional accrediting associations will be accepted and granted the same credit as given by Collinsville High School for corresponding courses (Note: as CHS is a public school, no credit will be granted for religion courses.) Credit from non-accredited high schools may be accepted and granted for courses comparable to those offered at CHS only after the student has demonstrated proficiency in those subjects. The Building Principal or designee shall make the class or grade level assignment, with input from a counselor when needed, and may accept or reject the transferring school's recommendation. An assigned administrator may administer proficiency exams. An official written course description will be required for any course that is not offered at CHS. Credit for such courses may be granted only after a review of the course description and related material. To receive a diploma from CHS, graduating seniors transferring to CHS must be enrolled as full-time student for their final semester and earn a total of three (3) credits (exceptions will be at the discretion of the principal). Students who transfer to CHS during a semester will have their grades from their former school averaged (as is possible) with their classes at CHS. The administration reserves the right to make recommendations in the event a particular student's circumstances require special consideration. Parent(s)/guardian(s) of a

student transferring from Collinsville High School should give the Building Principal written notification of their transfer intent, pay outstanding fees or fines, sign a release form and return all school-owned property.

TRAVEL TO SCHOOL SPONSORED EVENTS

The regulations for student travel have been adopted by the Board of Education and apply to all students who desire to participate in athletics and all school sponsored activities. All student participants will ride in school approved transportation (usually buses, vans, or pre-approved automobiles) to and from scheduled away events. Student participants may receive prior approval from the building principal or his/her designee that allow for parent/guardian-provided transportation to or from a scheduled event. This request must be made in writing and must be approved at least twenty-four (24) hours before the transportation is provided. Student athletes may receive approval from the athletic coach or student activity sponsor to allow for parent/guardian provided transportation away from an athletic contest with an approved written request from the parent/guardian. Any student athlete found to be in violation of this policy shall be subject to discipline in accordance with the district's athletic discipline policies, rules and regulations as provided herein.

TREATS AND SNACKS (DORRIS INTERMEDIATE & ELEMENTARY SCHOOLS)

Due to health concerns and scheduling, treats and snacks for any occasion must be arranged in advance with the classroom teacher. All treats and snacks must be store bought and prepackaged in individual servings. No homemade treats or snacks are allowed at school. Treats and snacks may not require refrigeration and must have a clearly printed list of ingredients on the packaging. We strongly encourage you to select a treat or snack with nutritional value.

VALUABLES

The teachers and staff cannot be responsible for valuable items brought to school by students. Students should be encouraged to leave all valuable personal items at home. Students are not allowed to trade, buy or sell personal belongings at school.

VANDALISM

Intentional damage to the school building, its equipment, or its property is intolerable. Those in violation can expect penalties fitting such destructive behavior. Vandalism of vehicles on school grounds is a criminal offense with criminal consequences. Any act of vandalism will be subject to restitution for damages, disciplinary action and possible legal action.

VIDEO & AUDIO MONITORING SYSTEMS

A video and/or audio monitoring system may be in use on school buses and a video monitoring system may be in use in public areas of the school building (including body-worn cameras used by law enforcement). 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. Any student caught defacing, damaging or destroying video surveillance cameras will have to make restitution, and may be suspended, expelled, and/or recommended to an Alternative School and/or may be charged with criminal damage to school property. Videotape recording maintained by Collinsville CUSD10 on school buses and public areas of the school building meets the two-part definition of an educational record as defined by the *Family Educational Rights and Privacy Act* (20 U.S.C. § 1232g; 34 CFR Part 99) and the *Illinois School Student Records Act*, 105 ILCS 10/2(d). First, the videotape contains information directly related to students as it indicates the identity, conduct and activities of those students being recorded. Second, the videotape is maintained by an educational institution, *i.e.*, Collinsville CUSD No. 10. The videotape, therefore, to the extent it contains personally identifiable information of the students being recorded and school officials use and maintain the content for a particular reason (e.g., disciplinary action, compliance with a student's Individualized Education Program, etc.), constitutes an educational record. As such, the record is exempt from disclosure.

VISITORS

The following definitions apply to this policy: **School property** - District and school buildings, grounds, and parking areas; vehicles used for school purposes; and any location used for a School Board meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities. **Visitor** - Any person other than an enrolled student or District employee

VISITORS - BADGE SYSTEM/SIGN IN – SIGN OUT

Visitors are welcome to schools in our school District. To ensure the safety of our students, staff and faculty, all visitors must report to the attendance office of the school building. This prevents any misunderstandings, gives the office an opportunity to assist visitors and to inform the office who is in the building. 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 must sign in, identify the date and time of arrival, inform office personnel of their

reason for being at school and the classroom or location they are visiting, and present an appropriate state or government issued photo identification to be scanned by the Raptor Visitor Registration System. RAPTOR will provide a consistent system to track visitors and volunteers while protecting our children from people who present a danger to students and staff members. All school RAPTOR administrators have received training on visitor check-in procedures to ensure that all persons who are not assigned to the campus have a visitor's photo badge visible. This training is conducted by the District Security Manager and Officer for Collinsville Community Unit School District. When the visitor arrives at the attendance office, he/she will be greeted and asked for photo identification. The designated staff member will scan the visitor's identification and issue a photo badge with the visitor's destination if there is no alert indicated on the database. Accepted forms of photo identification will include: driver's license, consular identification card, green card, U.S. passport card (not full passport), and military identification card. The staff member will keep the individual's identification in plain view, to reduce concerns that anyone might be copying personal information. This photo ID is scanned into the RAPTOR system and the personal information from the ID is cross-referenced against names of Registered Sexual Offenders (RSO) in a database maintained by RAPTOR Technologies, Inc. Within moments, the RAPTOR administrator will know if the visitor is an RSO. If this is the case, then guidelines are in place to positively engage the visitor and consider the validity of the request to visit the school. If this is not the case, then the system will print a visitor's pass, which includes the person's name, photo, date of visit, and destination within the building. RAPTOR is only scanning the identifying information from the document, such as the visitor's name, date of birth, address and photo for comparison with a national database of registered sex offenders. Additional visitor data will not be gathered and no data will be shared with any outside company or organization. If the visitor does not have acceptable photo identification available, the campus administrator on duty (or designee) will be called to assess the situation. If he/she determines the visitor is known, the visitor's information can be manually entered by the campus RAPTOR administrator. Approved visitors without acceptable photo identification may be allowed access to areas of school business requested through escort by the campus administrator (or designee). The visitor will return to the attendance office to checkout when departing the campus. The visitor will be instructed to give the badge back to designated office personnel to check them out of the system. Once the visitor has been signed out of the system, the badge will be torn thoroughly so it cannot be reused. Visitors are required to proceed immediately to their location in a quiet manner. If parents/guardians wish to visit a classroom or talk to a teacher, arrangements should be made beforehand to assure that there is no disruption to the educational services to students. The School District expects mutual respect, civility, and orderly conduct among all people on school property or at a school event. Any person who engages in conduct prohibited by this policy may be ejected from school property. Visitors are expected to abide by all school rules during their time on school property. A visitor 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 unless authorized under board policy and Ashley's Law. 9. Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug consumption is detectible, regardless of when and/or where the use occurred. 10. Use or possess medical cannabis, unless he or she has complied with 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. Any person who engages in conduct prohibited by this policy may be ejected from or denied admission to school property in accordance with State law, including but not limited to being denied admission to school athletic or extracurricular events or property for up to one calendar year in accordance with Illinois School Code. In order to limit interruption to the educational process of our students, student visitors from other schools will not be permitted. Any staff member may request identification from any person on school property; refusal to provide such information is a criminal act. The Building Principal or designee shall seek the immediate removal of any person who refuses to provide requested identification.

Students who need to be picked up from school by a parent during school hours are to wait in the attendance office. The parent/guardian should come into the office to sign out their child on a list used by the school. If the student will return to school that day, he/she will be required to sign in.

VOLUNTEERS

All school volunteers must complete the "Volunteer Information Form" and be approved by the school principal prior to assisting at the school. Forms are available in the school office. Volunteers are required to check in and out of the office and receive a visitor badge before going to their destination.

WEAPONS DETECTION SYSTEM - STUDENT/VISITOR ENTRY

The Collinsville Community Unit School District is committed to maintain safe, orderly schools; to promote health and safety within the school setting; and to provide a school environment conducive to education. All District operations, including the education program, shall be conducted in a manner that will promote the safety and security of everyone on District property or at a District event (Board Policy 4:170 Safety).

Collinsville Community Unit School District has the authority to create reasonable rules and regulations to maintain a safe climate. Therefore, the Board of Education has authorized the use of OPENGATE, a Weapons Detection System designed for the automatic screening of people for the purpose of reducing and discouraging the presence of weapons in our schools and our event venues. For this reason walk-through weapons detection systems searches may be conducted on a daily basis at each school in the District. Students and adults entering the Unit 10 schools will be subject to a weapons detection system search procedure to ensure that weapons, controlled substances, and other prohibited articles are not brought into the schools and school event venues within the District. Weapons detection system searches may be conducted at the District's discretion during after-school events.

Students/visitors to the schools will be directed to walk through the weapons detection system upon entering each school. Please note that as screenings have been put in place for the safety of students, staff and visitors, individuals who refuse to adhere to the Weapons Detection entry policy will not be permitted to enter the school or event venue. Students/visitors are responsible for producing any electronic device during metal detector screening and bag checks.

Student/student/student/visitors who pass through the weapons detection system without setting the alarm may proceed to their designated location.

Should the weapons detection system alarm sound:

1. Students/visitors will be directed to move to the secondary screening area.
2. Students/visitors will be asked if they have any metal objects in their possession that may have set off the alarm.

A. If the student/visitor identifies an object which has alerted the detection system, the student/visitor will place the item on the table and walk back through the gate. If the alarm does not sound, and the item is deemed safe, the detected item will be returned and the student/visitor may enter the building.

B. If the student/visitor is unable to identify an object which as alerted the detection system, or if the alarm continues after the person has identified a questionable item, then the student/visitor will place all personal belongings on the table and walk through the unit again.

1. If the alarm does not sound, then the personal items on the table will be searched by the screener in accordance with the Search and Seizure policy as outlined in the CUSD10 Student and Parent Handbook and Board Policy..

a. If the search does not find any inappropriate objects, then the student/visitor may enter the school.

b. If the alarm continues to activate, then the hand held wand will be used to screen the student/visitor. Please note that individuals who refuse to adhere to the Hand Held metal detector in this scenario will not be permitted to enter the school.

It is the student/visitors' responsibility to remove any valuable items (Chromebooks, etc.) and place them on the table adjacent to the weapons detection system. In all cases, the search process will cease when the weapons detection system scan is completed without activating the alarm. The Collinsville School District will not be responsible for any items damaged or lost in the metal detecting or bag-checking process.

Discovery of Contraband:

If the search produces weapons, drugs, or any other dangerous or illegal items or contraband, such items shall be secured by the building principal and/or his/her designee and turned over to the police as soon as possible. Possession of illegal items or contraband items of any kind that are found during the search will result in appropriate consequences as outlined in the Collinsville CUSD10 Student and Parent Handbook and CUSD10 Board of Education policies and may result in criminal charges.

WEAPONS PROHIBITION

The establishment and maintenance of a safe, pleasant, educational school environment that is conducive to learning is a high priority to Collinsville Unit School District 10. For this reason, students who engage in such activities as the use of or possession of a weapon, physically attacking faculty, staff, or other students, threatening or verbally abusing faculty, staff, or other students, theft, arson or vandalism are subject to extremely serious penalties. These penalties include suspension up to and including ten (10) days, along with possible expulsion and criminal prosecution. Board of Education policy forbids students from bringing or being in possession of illegal weapons on school property, at any time. The display, possession, and transportation of dangerous and illegal weapons, including look-alike weapons, are strictly prohibited on school property, school buses, and at authorized school activities. Items in the following categories are defined as weapons: Any firearm of any description, a bludgeon, black-jack, sling-

shot, metal knuckles, any switchblade knife, stiletto knife, or any item considered dangerous to others, including but not limited to, those items defined by Illinois State Law in 720ILCS5/24-1.

Violators of this policy will be suspended for a period up to ten (10) days and may be referred to the Board of Education for a hearing and possible expulsion from school for up to two (2) calendar years. Evidence obtained will be confiscated and turned over to the Superintendent of Schools and may be delivered to local authorities for possible prosecution, in all criminal cases. This policy shall not restrict the authority of the Superintendent of Schools or designee to seek prosecution of violators to the maximum extent of the law. Strict and consistent consequences on all weapons violations will be enforced. Therefore, the building principal will review the case and facts with the Superintendent of Schools or designee in order to determine the full extent of the penalty to be imposed. Such factors as the nature of the infraction, the severity of the offense, the age of the students, and other extenuating circumstances might reasonably be considered.

Pursuant to the federal *Gun-free Schools Act* and Section 10.22.6 of the *School Code*, any student who uses, possesses, controls, or transfers a weapon, or any object that can reasonably be considered, or looks like, a weapon, shall be expelled for at least one calendar year, but no more than 2 calendar years. The Superintendent may modify the expulsion period and the Board may modify the Superintendent's determination, on a case-by-case basis. A "weapon" means possession, use, control, or transfer of: (1) any gun, rifle, shotgun, a weapon as defined by Section 921 of Title 18, United States Code, firearm as defined in Section 1.1 of the Firearm Owners Identification Act, or use of a weapon as defined in Section 24-1 of the Criminal Code of 1961, (2) any other object if used or attempted to be used to cause bodily harm, including but not limited to, knives, brass knuckles, or other knuckle weapon regardless of its composition, billy-clubs, or (3) "look-alikes" of any weapon as defined above. Any item, such as a baseball bat, pipe, bottle, lock, stick, pencil, and pen, is considered to be a weapon if used or attempted to be used to cause bodily harm. The Superintendent or designee may grant an exception to this policy, upon the prior request of an adult supervisor, for students in theatre, cooking, ROTC, martial arts, and similar programs, whether or not school-sponsored, provided the item is not equipped, nor intended, to do bodily harm.

WEATHER CLOSURE, DELAYED STARTS & EARLY RELEASE

Collinsville Unit #10 Schools do not take weather-related decisions lightly. As with any decision, student learning is our top priority, but student safety is always our first consideration. Here is some information about how the district balances the factors that come into play when we face a weather-related decision.

HOW THE CALL IS MADE

The district will make the call about delaying or closing school based on reports from our bus company, weather reports, and information gathered from Unit 10 staff and municipal employees who are out driving and assessing road conditions in all parts of our school district. We use the following criteria to make a decision: Safety of students, Impact on families in the affected areas if they must report for school, Areas affected - is the event district-wide, localized, or scattered?, and Ability of buses to get to students.

CLOSURES, DELAYED STARTS & EARLY RELEASE

The district has three options in the event of bad weather. The district could close the schools altogether, delay the opening of school for two hours or release/dismiss students early. School release, delay and closure information is relayed in a variety of ways: The district instantly publishes the information through phone messaging system, television networks, district website (If you have Internet access, the link to weather-related closure information is www.kahoks.org. The site is available 24 hours a day.)

In the rare event Unit 10 calls a 2-hour late opening, school will start 2 hours later than your normal bell time. For example, if your normal bell time is 8:00 AM, your scheduled late start time is 10:00 AM. The morning bus routes will run 2 hours later than normal. The school day will end at their normal times. Once children are in school, approximately two hours are required to get the last child home after a decision is made to close schools. For this reason, it is unlikely school will be canceled once classes are in session. However, when conditions dictate an early release, school will be dismissed. The School Messenger calling system will notify parents of any early school dismissal. It is also a good idea to check updates posted on the local television stations any time weather conditions are changing or in question. The district website will carry early school dismissal information as soon as decisions are made. It is very important that parents have plans for younger children when school is dismissed early. In the event that the district releases students early due to weather, please communicate with the school if alternate student pick-up plans are made. *As an added measure for student safety in the case of an early dismissal, the elementary buildings will send a Google Form via School Messenger asking parents to confirm how children are going home that particular day. Please* insure children dress for protection against prolonged exposure to the weather as a safety precaution. *If no report is made, it can be assumed that school will be in session.*

E-LEARNING PLAN

E-Learning Days are designed to serve as official attendance days of school when the students and teachers stay at home due to emergency situations, yet learning continues as students remotely leverage digital tools and engage in teacher-prepared lessons. The Collinsville School District E-Learning Plan also includes teachers available remotely to assist students by email with their assignments during the hours of the E-Learning school day. If an E-Learning Day is implemented, everyone will be notified in the same manner as when school is canceled. Students will be expected to utilize the day to meet with their teachers virtually and work on their required assignments/activities as described below in the Student Assignments/Activities section. Click HERE to access a complete copy of the CUSD10 E-Learning Plan.

Teacher Availability: Teachers are expected to be available to students/parents during their regular work hours by email. For many teachers, other systems may work better than email (Telephone, ClassDojo, Google Classroom, etc.) and staff are encouraged

to utilize these other communication tools as the situation dictates. However, all teachers will check their email at least once per hour and provide feedback and guidance to students/parents on an as needed basis. The District understands that many teachers have their own responsibilities that may arise with these days (supervising their own children, shoveling snow, etc.). The District also understands that there will be time spent in follow up activities after the E-Learning Day (reviewing completed assignments, providing support for students without internet access, encouraging students to complete assignments, etc.). Staff will respond to all communication requests in a timely manner (within 24 hours) during scheduled hours. Teachers may communicate outside of office hours as needed.

Live Video Conferencing Sessions: Google Meet will be one of the primary video conferencing tools used to host live class sessions in communication with students during E-Learning Days for online learners. If your child is unable to attend a live session, the classroom teachers may provide either notes or a recorded version of the session. Elementary teachers with students in grade PreK-6 will include in their morning announcement the times students are to log in for live instruction. At grade levels 7- 12, staff will use the abbreviated class times when scheduling synchronous (live) sessions.

Student Assignments/Activities: Expectations for student assignments/activities are going to vary greatly based on grade levels and subject matter. Learning materials will be designed for engagement time per day.

Student Attendance: During E- Learning, attendance will be taken. The preferred method of collecting attendance is always a one-to-one daily connection between the teacher and the student. However, we recognize that this method is not available or practical for all student scenarios under an E-Learning situation. We encourage and suggest several ideas for how classroom teachers can collect and count a student as present during an E-Learning Day. • Video conference "check-ins." • Wellness checks coupled with a question on student engagement/participation in lessons. • Phone calls coupled with a question on student engagement/participation in lessons. • Text messages or email communications coupled with a question on student engagement/participation in lessons. • Packet collections by school personnel.

Grading: Students will be accountable for completing the assigned tasks either online or by printed materials in the same manner as any other school day. Students will only receive a "present" for attendance once work is completed. Incomplete work will be considered incomplete. Teachers are encouraged to hold students accountable for completing work as they would with any missing assignments. Completed work can either be turned in online or on an upcoming school day.

Student/Parent Technical Support: In the event of an issue with a student's District assigned device, please call or email the technology support person at your child's school. A list is posted on the district website under Chromebooks & Technology.

WITHDRAWAL FROM SCHOOL (CHS)

We at CUSD10 believe it is in the best interest of all students to complete their high school education and receive a diploma. Before a student may apply for permanent withdrawal, he/she must be of legal withdrawal age and have approval of parent or guardian. A parent or legal guardian must accompany a student withdrawing from school to meet with the assigned Counselor, and to sign proper withdrawal forms in the Counseling Department. This form must be presented to each of the following: 1) The secretary for textbook distribution (to make proper financial settlement for textbooks not returned, textbook rental fees not paid, or receive a partial refund on textbook rental fees if they have been paid and to record if all books have been returned; 2) The Librarian (to make proper financial settlement for lost or overdue library books); 3) The Main Office and Assistant Principal's Office (to make proper financial settlement for textbooks not returned, textbook rental fees not paid, or receive a partial refund on textbook rental fees if they have been paid and all books have been returned; 4) The Attendance Secretary and 5) The Registrar (for record keeping purposes). Students withdrawing from Collinsville High School will receive grades of 'W' on the mark history; quarter and transfer grades will be sent to the receiving school, unless fees are owed or they do not transfer to another accredited secondary school program. After all signatures have been obtained, the withdrawal form is to be returned to the Counseling Department.

YMCA ENRICHMENT PROGRAM

The YMCA Y Club Before and After School Enrichment Program is a cooperative effort between local schools and the Gateway Region YMCA. The program provides children, grades K-6, with a safe, well-supervised environment when an adult is not home before and/or after school. Participating schools in the Collinsville Unit 10 School District include: Caseyville Elementary, Dorris Intermediate School, Jefferson Elementary (after school only), Maryville Elementary, Renfro Elementary, Twin Echo Elementary, Webster Elementary Children can attend the Y Club program at their school beginning at 6:30 a.m. until the beginning of the school day; and after school from dismissal until 6:00 p.m. Safe, fun, and constructive activities are offered, such as arts and crafts, sports, games, and academic support. All sites are directed by competent, experienced YMCA staff. Policies have been created with the child's safety as the top priority. For more information, call the CMT YMCA at 618-346-5600 or visit their website.

COLLINSVILLE C.U.S.D. 10 MISSION STATEMENT

Collinsville Community Unit School District #10 provides student-centered, innovative learning opportunities in a safe, inclusive environment to inspire every student's unique journey to success.

COLLINSVILLE C.U.S.D. 10 VISION STATEMENT

We envision a future where every student is empowered to reach their fullest potential, equipped with the tools, confidence, and support to achieve excellence and succeed in an ever-evolving world. Envision. Empower. Achieve.

COLLINSVILLE C.U.S.D. 10 VALUES

Diversity Community Integrity Resilience Growth Excellence

COLLINSVILLE C.U.S.D. PORTRAIT OF A GRADUATE

Communication: Kahoks will express themselves clearly, listen actively, collaborate effectively, and adapt their messages to diverse audiences.

Integrity: Kahoks will align their actions with their values. They will demonstrate accountability, honesty, and fairness while contributing positively to their communities.

Active Learning: Kahoks will seek knowledge with curiosity, embrace challenges with a positive mindset, and continuously pursue growth through exploration and perseverance.

Critical Thinking: Kahoks will question, analyze, and evaluate information with an open mind and find creative solutions to overcome complex challenges.

Adaptability: Kahoks will navigate challenges with resilience, adjusting their thoughts and actions while responding to feedback and adversity. They will balance diverse views to develop practical solutions in life and their chosen careers.

Empathy: Kahoks will embody selflessness, consistently showing acceptance and inclusivity. They will be open to genuinely understanding and caring about others' perspectives and experiences.

Student and Parent Handbook

Collinsville Unit 10 School District

Grades K – 12

2025-2026

Collinsville Community Unit School District No. 10
Student and Parent Handbook
Grades K – 12

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT 10 STUDENT AND PARENT HANDBOOK

The Collinsville CUSD10 Student and Parent Handbook is published for the students and parents of Collinsville Community Unit School District No. 10.. It is intended to provide information that will be helpful in the pursuit of educational goals and general adjustment to the policies and procedures of the Unit 10 School District. This handbook does not equate to an irrevocable contract between students, parents and staff members of Collinsville Unit School District 10.. It is however, a reflection of the rules and policies established by the Board of Education in order to guarantee a safe environment for all students, faculty and staff.

Collinsville Unit School District Number Ten (10) is governed by Board policies. Board action may change the current policies at any time during the year without notice, therefore, changing the provisions listed in this handbook. A complete copy of the updated Board policy is available on our District website at: www.kahoks.org. *Should you or your child have any questions about this handbook, please contact your child's school.*

Collinsville Community Unit School District 10

201 West Clay Street • Collinsville, IL 62234 • 618-346-6350 • *fax* 618-343-3673

COLLINSVILLE UNIT SCHOOL DISTRICT
BOARD OF EDUCATION

Mr. Gary Peccola *President*	Mrs. Jane Soehlke *Vice President*	Dr. Dennis Craft *Treasurer*	Mrs. Vicki Reulecke *Secretary*
Ms. Lori Billy	Mrs. Jennifer Hasamear	Ms. Michele Stutts	

August 2025

Dear Parents and Students:

WELCOME TO COLLINSVILLE CUSD10 AND THE START OF A NEW SCHOOL YEAR!

Get ready for the most exciting year of your life!

As your Superintendent, I would like to welcome you back to Unit 10 or to welcome you for the first time to our schools. The faculty, staff and administrators are all committed to providing the best possible experiences for you in all facets of school life. The Unit 10 School District is the place to experience a wide variety of academic, athletic, and extracurricular opportunities. A student who actively participates in all walks of school life will find his/her experience rewarding. The more a student puts into the experience, the more future success the student will have.

The Collinsville Unit 10 School District has a tradition of excellent academic and extracurricular accomplishments. We expect you to meet the goals, which have been set: to carry on the **Kahok** tradition, and to make our learning institution a better place. Welcome to Collinsville Unit 10!

I look forward to seeing you on the campuses of our schools. If I may be of assistance to you or your family, please feel free to contact me. Your friend in education,

Dr. Brad Skertich

Superintendent, Collinsville CUSD10

CUSD10 CENTRAL OFFICE ADMINISTRATION	
Dr. Brad Skertich, Superintendent of Schools	
Mr. Bradley Hyre, Assistant Superintendent - Student Services	Mrs. Jamie Hadjan, Chief School Business Official
Mrs. LaToya Coleman, Director of Curriculum	Mr. Kevin Robinson, Director of Human Resources
Mrs. Kimberly Collins, Director of Communications	Mr. Derek Turner, Director of Technology
Mr. Josh DeWitte, Director of Building and Grounds	Mrs. Ali Underwood, Director of Special Education

COLLINSVILLE UNIT 10 SCHOOLS – ELEMENTARY (GRADES K-4)

CASEYVILLE ELEMENTARY SCHOOL 433 South Second Street Caseyville, IL 62232 618-346-6205 Principal: Mrs. Chelsea Clark	JOHN A RENFRO ELEMENTARY SCHOOL 311 Camelot Drive Collinsville, IL 62234 618-346-6266 Principal: Dr. Laura Bauer Assistant Principal: Mrs. Valerie Burgess
HOLLYWOOD HEIGHTS SCHOOL 6 South Oakland Caseyville, IL 62232 618-343-2740 Principal: Mrs. Tara Glynn	SUMMIT ELEMENTARY SCHOOL 408 Willoughby Collinsville, IL 62234 618-346-6221 Principal: Mrs. Stephanie Pulse
KREITNER ELEMENTARY SCHOOL 9000 College Collinsville, IL 62234 618-346-6213 Principal: Dr. Kari Daugherty	TWIN ECHO ELEMENTARY SCHOOL 1937 S. Morrison Collinsville, IL 62234 618-346-6228 Principal: Dr. Julie Haake
MARYVILLE ELEMENTARY SCHOOL 6900 W. Main street Maryville, IL 62062 618-346-6261 Principal: Dr. Charity Eugea	WEBSTER ELEMENTARY SCHOOL 108 W Church Street Collinsville, IL 62234 618-346-6301 Principal: Mrs. Alison Schumacher

COLLINSVILLE UNIT 10 SCHOOLS – GRADES 5-12

DORRIS INTERMEDIATE SCHOOL 1841 Vandalia Street Collinsville, IL 62234 618-346-6311 Principal: Mr. Kevin Stirnaman Assistant Principal: Ms. Sara Soehlke Assistant Principal: Ms. Leah Davis	COLLINSVILLE HIGH SCHOOL 2201 South Morrison Avenue Collinsville, IL 62234 618-346-6320 Principal: Mr. Robert Wright Assistant Principal: Mr. Bryan Dunn Assistant Principal: Ms. Charlotte Fisher Assistant Principal: Mr. Doug Kirk Assistant Principal: Mrs. Jennifer Root-Smith Assistant Principal: Mr. Philip Carter Asst. Principal/Athletic Director: Mr. Clay Smith Asst. Principal/CAVC Director: Mr. Joe McGinnis
COLLINSVILLE MIDDLE SCHOOL 9649 Collinsville Road Collinsville, IL 62234 618-343-2100 Principal: Mr. Brad Snow Assistant Principal: Mrs. Ukyah Wilburn Assistant Principal: Mr. Kevin Moore Assistant Principal: Mrs. Easter Shaw	

CUSD10 GENERAL INFORMATION

ACADEMIC CREDIT (COLLINSVILLE HIGH SCHOOL)

Students may only earn academic credit by successfully completing course work while enrolled at Collinsville High School. Students who drop out before the end of the semester will not receive academic credit. Students who are expelled before the end of the semester may not receive academic credit for classes that were not completed prior to the expulsion.

ACADEMIC ETHICS

During the school year, student learning will be measured by a variety of assessments. The grades received for these efforts should inform students how much has been learned from the course. Academic dishonesty is considered a serious academic offense and will not be tolerated. Academic dishonesty includes, but is not limited to plagiarism, cheating or copying of another's assignments, unauthorized communication during an assessment/exam, altering report cards, and wrongfully obtaining test copies or scores. Cheating and plagiarism is dishonest, degrades character and reputation and impedes individual learning. Cheating includes (but is not limited to): using, submitting, or attempting to obtain data or answers dishonestly, by deceit, or by means other than those authorized by the teacher. Plagiarism includes (but is not limited to): the intentional or unintentional use of ideas or work from another writer, speaker or artist without giving proper credit. Academic dishonesty will be dealt with on an individual basis depending on the severity of the offense and may include: a zero on the academic assignment/evaluation and disciplinary action for academic dishonesty.

"Artificial intelligence" or "AI" is intelligence demonstrated by computers, as opposed to human intelligence. "Intelligence" encompasses the ability to learn, reason, generalize, and infer meaning. Examples of AI technology include ChatGPT, other chatbots and large language models and Meta AI Smart Glasses. AI is not a substitute for schoolwork that requires original thought. Students may not claim AI generated content as their own work. The use of AI to take tests, complete assignments, create multimedia projects, write papers, or complete schoolwork without permission of a teacher or administrator is strictly prohibited. The use of AI for these purposes constitutes cheating or plagiarism. In certain situations, AI may be used as a learning tool or a study aid. Students who wish to use AI for legitimate educational purposes must have permission from a teacher or an administrator. Students may use AI as authorized in their Individualized Education Program (IEP). Students may not use AI, including AI image or voice generator technology, to violate school rules or school district policies. In order to ensure academic integrity, tests, assignments, projects, papers, and other schoolwork may be checked by AI content detectors and/or plagiarism recognition software.

Commented [1]: Added Handbook Language recommended by CUSD10 School Resource Officers.

ACCREDITATION (COLLINSVILLE HIGH SCHOOL)

Collinsville High School is a fully accredited, approved and recognized four-year comprehensive secondary school. CHS is approved by the Illinois Office of Education and the Office of Educational Services Region IV, and is recognized by public and private colleges, universities, and technical training schools. All Collinsville Community Unit 10 Board Policies are available on the District web page (www.kahoks.org).

ACCELERATED PLACEMENT PROGRAM

The District provides an Accelerated Placement Program (APP). The APP advances the District's goal of providing educational programs with opportunities for each student to develop to his or her maximum potential. The APP provides an educational setting with curriculum options usually reserved for students who are older or in higher grades than the student participating in the APP. APP options include, but may not be limited to: (a) accelerating a student in a single subject; (b) other grade-level acceleration; and (c) early entrance to kindergarten or first grade. Participation in the APP is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted and talented. Eligibility to participate in the District's APP shall not be conditioned upon the protected classifications identified in Board policy 7:10, Equal Educational Opportunities, or any factor other than the student's identification as an accelerated learner.

ACCESS TO NON-SCHOOL SPONSORED PUBLICATIONS

Non-School Sponsored Publications Accessed or Distributed On Campus

Creating, distributing, and/or accessing non-school sponsored publications shall occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution or the publication is endorsed by the School District.

Students are prohibited from creating, distributing, and/or accessing at school any publication that: 1) Will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities; 2) Violates the rights of others, including but not limited to material that is libelous, slanderous or obscene, invades the privacy of others, or infringes on a copyright; 3) Is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, contains indecent and vulgar language, or *sexting* as defined by

School Board policy and the Student Handbook; 4) Is reasonably viewed as promoting illegal drug use; 5) Is distributed in kindergarten through eighth grade and is primarily prepared by non-students, unless it is being used for school purposes; or 6) Incites students to violate any Board policies. Accessing or distributing *on-campus* includes accessing or distributing on school property or at school-related activities. A student engages in gross disobedience and misconduct and may be disciplined for: (1) accessing or distributing forbidden material, or (2) for writing, creating, or publishing such material intending for it to be accessed or distributed at school.

Non-School Sponsored Publications Accessed or Distributed Off-Campus

A student engages in gross disobedience and misconduct and may be disciplined for creating and/or distributing a publication that: (1) causes a substantial disruption or a foreseeable risk of a substantial disruption to school operations, or (2) interferes with the rights of other students or staff members.

ADMISSION

All students must register for school each year on the dates and at the place designated by the Superintendent. Parents/guardians of students enrolling in the District for the first time must present: 1. A certified copy of the student's birth certificate. If a birth certificate is not presented, the Superintendent or designee shall notify in writing the person enrolling the student that within 30 days he or she must provide a certified copy of the student's birth certificate. A student will be enrolled without a birth certificate. When a certified copy of the birth certificate is presented, the school shall promptly make a copy for its records, place the copy in the student's permanent record, and return the certified copy to the person enrolling the child. If a person enrolling a student fails to provide a certified copy of the student's birth certificate, the Superintendent or designee shall immediately notify the local law enforcement agency, and shall also notify the person enrolling the student in writing that, unless he or she complies within 10 days, the case will be referred to the local law enforcement authority for investigation. If compliance is not obtained within that 10-day period, the Superintendent or designee shall so refer the case. The Superintendent or designee shall immediately report to the local law enforcement authority any material received pursuant to this paragraph that appears inaccurate or suspicious in form or content. 2. Proof of residence, as required by Board policy 7:60, Residence. 3. Proof of disease immunization or detection and the required physical examination, as required by State law and Board policy 7:100, Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students.

READMISSION AND TRANSFER

Students who have withdrawn or dropped out of school in Collinsville Unit 10, and want to re-enroll must complete the following steps: 1) A parent or legal guardian must enroll a student transferring to school in Unit 10 from another school at the Collinsville Community Unit School District No. 10 Administration Building; 2) The student must provide acceptable proof of residency, an official transcript, and a certified copy of the student's birth certificate. If applicable, an Illinois transfer form must also be provided; 3) High School students and or parent/legal guardian must contact the Counseling Department; 4) A parent or legal guardian of the returning student must accompany the student to the office to meet with the counselor/principal to register for classes; 5) Students transferring from out-of-state must present a current physical. Re-enrollment shall be denied to any individual above the age of eighteen (18) years who has dropped out of school and who could not earn sufficient credits during the normal school year(s) to graduate before his or her 21st birthday (exception: students with disabilities covered under the federal law, IDEA-97).

ADVANCED PLACEMENT PROGRAM (COLLINSVILLE HIGH SCHOOL)

AP courses and AP Exams are available to juniors and seniors who have teacher recommendations to take these courses. They entail college-level work in a given discipline in a secondary school setting. Rigorously developed by committees of college and AP high school faculty, the AP Exams test students' ability to perform at a college level. Some universities award college credit to students who have earned high AP Exam scores. Students may receive credit at both the college and high school level.

ALCOHOL AND TOBACCO REGULATIONS

Alcoholic beverages are strictly prohibited from all school sponsored functions whether held on or off school property. Smoking or the use of tobacco products (or look-alike tobacco products such as electronic cigarettes, vapes, vape pens or other vaping related products) vaping with and without nicotine is strictly prohibited from all school sponsored functions whether held on or off school property.

ALTERNATIVE LEARNING OPPORTUNITIES (COLLINSVILLE HIGH SCHOOL)

CORRESPONDENCE COURSES (JUNIORS & SENIORS ONLY)

Seniors who need an additional one-half credit or one credit to graduate with their class (not for early graduation) may use correspondence courses to a maximum of one credit if approved by the Counseling Department in advance of registering for such courses. A student enrolled in a correspondence course may receive high school credit for work completed, provided: 1) The course is given by an institution accredited by the North Central Association of Colleges and Secondary Schools; 2) The student is classified a junior or senior in at least his/her third year of high school; 3) The student assumes responsibility for all fees. All correspondence course work must be completed by April 30 to be eligible to participate in the graduation ceremony and/or receive

a diploma on the date of graduation. Seniors intending to use correspondence for summer graduation must have transcripts and grades to the Counseling Department by June 27 to receive a diploma with that year's graduation date. Diplomas will be issued the following year for courses completed after June 27. Information about correspondence courses is available in the Counseling Office. Correspondence courses will be approved only for similar courses offered in the CHS Course Offering Guide. The principal may approve exceptions to this policy.

DUAL CREDIT

CHS has partnered with Southwestern Illinois College (SWIC) and Saint Louis University (SLU) to provide students with the opportunity to earn college credit in dual credit courses offered at CHS. Students must be at least 16 years old at the time the class concludes to receive dual credit. A student who successfully completes a dual credit course may receive credit at both the college and high school level. Credits earned with SWIC and SLU may be transferable to some four-year universities. Contact the universities being considered for additional information.

RUNNING START

Running Start is a dual credit program for qualified high school students to attend SWIC as a full-time student during their junior and senior years of high school. The Running Start program meets the requirements for both a high school diploma from CHS and an Associate of Arts or Associate of Science Degree from SWIC. The high school diploma and college degree are earned simultaneously. Running Start is a two-year program and may not be completed early. Eligible students are invited in the spring of their sophomore/junior year. For additional information visit:
https://docs.google.com/document/d/1dzoaREOPmYt03rbJHCRQ1ZeRTz9QIeBiBatQ6lPjONY/edit?usp=sharing

SUCCESS CENTER

Collinsville High School's Success Center is an alternative academic program located in Room 609. The program serves as a tool to encourage students to stay in school and ultimately graduate from high school. The Success Center is designed to identify and assist "at-risk" students who need a non-traditional learning environment. Using an evidence-based approach to maximize resources on research-proven and effective strategies, students continue their regular school curriculum with two critical advantages: 1) a learning environment that supports their social and emotional needs and 2) an academic program customized to provide individualized and small group instruction and to increase their likelihood of improved regular school attendance, behavior, and academic success.

KAHOK ACADEMY

Collinsville CUSD10 provides a Grant Funded TAOEP titled Kahok Academy as a holistic program to help engage and empower students in their pursuit of a high school diploma. Using an evidence-based approach, an academic program is developed to address the student's academic needs. Based on individual needs and interests, the academic program incorporates on-site core classes, elective courses and experiential courses through the school's vocational center as well as cooperative work experience. Individual services are offered for regular and special education academic advisement, physical and mental health, attendance support, substance abuse, bilingual, and speech therapy. Student services are determined through a needs assessment conducted upon intake into the program with input from student and parent/guardian. These are included in the student's IOEP, which outlines the student's needs, goals and objectives for academic, social-emotional and career development. For more information visit: https://sites.google.com/cusd.kahoks.org/kahok-academy/home

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 principal 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.

ASBESTOS MANAGEMENT PLAN

ANNUAL ASBESTOS MANAGEMENT PLAN AVAILABILITY

Per U.S. Environmental Protection Agency (U.S. EPA) regulations regarding asbestos-containing materials in schools, surveys have been conducted to identify the presence of asbestos in CUSD #10 buildings. All parents, guardians, faculty and staff are to be informed annually of the presence of asbestos-containing building materials (ACBM) at our facility. Site specific asbestos management plans were developed, reviewed by the Principal, Building and Grounds Department and the District Asbestos Designated Person, and have been implemented. These plans describe in detail how any asbestos exposures will be minimized. All parents, guardians, faculty and staff or others are invited to review this plan, which is available at the School Administrative Office. Should you have any questions or desire further information, please contact the Superintendent's office.

ASSEMBLIES

The assembly program is an integral part of the total Collinsville Unit 10 School District educational program. The assemblies are conducted to complement and enhance the value of the academic program. The expectations for student behavior and conduct at assemblies are the same as in the classroom.

ATHLETIC DEPARTMENT & STUDENT ACTIVITIES (COLLINSVILLE HIGH SCHOOL)

PHILOSOPHY

The Collinsville High School Athletic Department sponsors student activities that are considered a supplement to the school's program of education which strives to provide experiences that will help to develop young men and women physically, mentally, socially, and emotionally. Participation is a privilege that carries with it responsibilities to the school, athletic program, student body, community and students themselves. These experiences contribute to the development of learning skills and emotional patterns that enable the student to make maximum use of his/her education.

REQUIREMENTS FOR PARTICIPATION

An athlete must have the following fully executed documents on file with the school's athletic department before the athlete's first participation in any activity: 1) A current physical examination report completed by a licensed medical professional, which finds the athlete is physically able to participate. This exam should be completed on the Illinois Department of Health Child Health Examination form (required for incoming freshman) or the standard IHSA Pre-Participation Physical Examination form; and 2) CHS Athletics form found in Skyward as part of the online registration process. This document, signed by the athlete & his/her parent or guardian, shows proof of insurance, publicity web release for CUSD # 10, and the code of conduct. Signing of this form also provides for the consent to treatment by CHS personnel should an athletic injury occur, consent to random drug testing in accordance with the IHSA & CUSD #10 and the recognition of concussion education provided by CHS. Paper versions of these forms can be found at https://sites.google.com/cusd.kahoks.org/chsathletictraining/forms.

ACTIVITIES, CLUBS & ORGANIZATIONS

The following clubs and organizations are offered as extracurricular activities at Collinsville High School: Anime Club, Art Club, Auto Club, Band (Colorguard, Concert Band, Flute Choir, Jazz Band, Lab Band, Marching Band, Pep Band, Symphonic Band, Winter Drumline Winterguard), Black Student Union, Book Club, Chess Club, Christians in Action (Get Real), Choir (Concert Choir, Show Choir, Bass Choir - Mixed Choir, Treble Choir, South Morrison Swing), Class Executive Boards, ~~CPR Club~~, Cyber Security, Debate Club, Delta Epsilon Pi German Honor Society, Distributive Education Clubs of America (DECA), Drama Club, Environmental Club, Ethics Bowl, Fellowship of Christian Athletes (FCA), First Priority Club, French Club, Friends for Life, Future Business Leaders of America (FBLA), Gay/Straight Alliance, Garden Club, German Club, German Honor Society, Health Occupation Students of America (HOSA), Hispanic Heritage Club, Kahok Ambassadors, Kahoks on the Go, KAHOK Strong, Kahoki Newspaper, Kahoks United, Kahokian Yearbook, Key Club, Latin Club, Latin Honor Society, Leo Club, Mu Alpha Theta (MAO) Math Honor Society, Model United Nations, Multicultural Kahoks, National Art Honor Society, National Honor Society (NHS), National Technical Honor Society (NTHS), People Against Littering (PAL), Pep Club, Project Lead the Way, Quill & Scroll, Recycling Program, Saturday Scholars, Scholar Bowl, Sign Language Club, Skills – USA, Spanish Club, Spanish Honor Society, Speech Team, STEM Club (Green Energy Project), Math Team, National Science Honor Society, Science Olympiad, Technology Student Association – TSA, Trap Team, VEX Robotics, Student Council, Thespian Society, Tri-M Music Honor Society, Upward Bound, Writing Club and Video Game Club. We encourage all students to be involved in the many extracurricular clubs and organizations sponsored by CHS.

ATHLETIC TEAMS

The following interscholastic athletic programs are offered as extracurricular activities at Collinsville High School: Baseball, Basketball, Bowling, Cheerleading, Cross Country, Dance, Football, Golf, Soccer, Softball, Swimming, Tennis, Track and Field, Volleyball, and Wrestling. We encourage all students to be involved in the many extracurricular sport teams sponsored by CHS. Eligibility of students with an Individualized Education (IEP) shall be determined by the case manager based on the IEP.

OBJECTIVES

1) To provide a positive image of school athletics and student activities at Collinsville High School; 2) To strive for playing excellence that will produce winning teams within the boundaries of good sportsmanship and mental health of the student athlete; 3) To insure growth and development of the athletic program and student activities program; 4) To provide opportunities that will allow the program to serve as a laboratory where students may cope with problems and handle situations similar to those encountered under conditions prevailing in the contemporary field; 5) To provide opportunity for: a) Physical, mental and emotional growth and development, b) Team play with the development of such commitments as loyalty, cooperation, fair play and other desirable social traits, c) Directed leadership and supervision that stresses self-discipline, self-motivation, excellence, and the ideals of good sportsmanship that make for winning and losing graciously, d) A focus of interest on athletic programs for student body, faculty and community that will generate a feeling of unity, e) Achievement of initial goals by the school in general and by the student as an individual, f) Success and excellence in the athletic program and student activities; 6) To be socially competent and operate within a set of rules, thus gaining a respect for the rights of others; 7) To develop an understanding of the value of athletics and student activities in a balanced educational process.

ELIGIBILITY BY-LAWS

Collinsville High School is a member of the Illinois High School Association (IHSA). Collinsville High School belongs to the 19th Legislative District of the 7th Administrative Division of the IHSA. The IHSA serves to provide leadership for the development, supervision, and promotion of good sportsmanship in interscholastic competition. The IHSA Constitution and By-Laws have been voted into effect by the IHSA member schools. As an approved member school, CHS has agreed to abide by each article of the IHSA Constitution (1.00 Constitution, 2.00 School By-Laws, 3.00 Athletic Eligibility By-Laws, 4.00 Non-Athletic Eligibility By-Laws, 5.00 Sport Season By-Laws, 6.00 Protest Penalty By-Laws). The high school principal or athletic director serves Collinsville

High School as the official representative to the IHSA. Any questions concerning athletic eligibility should be referred to the high school building principal and/or athletic director.

ATHLETIC FEES

To participate in an extra-curricular activity at Collinsville High School each student-athlete will be charged a per-sport per-school-year athletic fee. This fee is charged to cover athletic expenses such as transportation, equipment, game expenses, and all costs associated with providing an individual sport at Collinsville High School. No athlete will be allowed to participate in an interscholastic activity until the fee is paid or evidence of a fee waiver has been provided.

ATHLETIC DEPARTMENT AND STUDENT ACTIVITIES ATTENDANCE POLICY

Student athletes must be in attendance at least four class periods in order to be a participant at a practice or contest that day. It is the responsibility of all coaches to check for absences and prohibit student participation in practice/contest on the day(s) of absence. Exceptions must be cleared in advance with the Athletic Director.

STUDENT ATHLETE CONCUSSIONS AND HEAD INJURIES

A concussion is a traumatic brain injury that interferes with normal brain function. Concussions can range from mild to severe and can occur in any organized or unorganized sport or recreational activity resulting from a fall or from players colliding with each other, the ground, or with obstacles. CUSD#10 has Guidelines for Concussive Injuries developed in accordance with 105 ILCS 5/10-20.53, 5/34-18.45 and based on the recommendations from IHSA and the Centers for Disease Control. Students with a concussive injury should not return to physical activity (PE/recess/practice/competition) during the same day of the injury. A physician's note and suggested activity progression should accompany a student and/or student athlete to return to school and or physical activities.

Student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois High 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.

ATHLETIC DEPARTMENT AND STUDENT ACTIVITIES (COLLINSVILLE MIDDLE SCHOOL)

Collinsville Middle School is a member of the Illinois Elementary School Association.

ATHLETIC TEAMS

Boys Baseball; Boys and Girls Basketball; Boys and Girls Cross Country; Boys and Girls Track; Boys and Girls Wrestling: Boys and Girls Bowling; Girls Softball; Girls Volleyball; Girls Cheerleading; Girls Dance

STUDENT ATHLETE CONCUSSIONS AND HEAD INJURIES

A concussion is a traumatic brain injury that interferes with normal brain function. Concussions can range from mild to severe and can occur in any organized or unorganized sport or recreational activity resulting from a fall or from players colliding with each other, the ground, or with obstacles. CUSD#10 has Guidelines for Concussive Injuries developed in accordance with 105 ILCS 5/10-20.53, 5/34-18.45 and based on the recommendations from IHSA and the Centers for Disease Control. Students with a concussive injury should not return to physical activity (PE/recess/practice/competition) during the same day of the injury. A physician's note and suggested activity progression should accompany a student and/or student athlete to return to school and or physical activities.

Student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois High 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.

ORGANIZATIONS

The student organizations are some of the most important aspects of the activities program. They add an extra dimension to the student's education. The students involved in these organizations will be provided opportunities to participate in the representative-democratic process with both rights and responsibilities; to assist in improving relationships between the student body, the faculty and the school, to be directly involved in building school spirit and pride; and to increase self-improvement in citizenship and leadership.

The following clubs and organizations are offered as extracurricular activities at Collinsville Middle School:

Anime Club; Band (Concert Band, Jazz Band, Marching Band and Pep band);- ~~Book Club – Sponsored by Mrs. Juelfs and meets monthly after school to discuss a book selected by the students. All genres and tastes are represented including graphic novels and fan fiction.;~~ Black Student Union (BSU); Chess Club; Choir (Concert and Show Choir);; Drama Club; Fellowship of Christian Athletes (FCA); Gay/Straight Alliance;; Hooloo; Illinois Math Science Academy Fusion Program (IMSA); LASO--Latin American Student Organization; National Junior Honor Society (NJHS) Poetry Club; Pep Club; Student Council; Yearbook Club - The award-winning Blaze yearbook staff, under the direction of Mrs. Juelfs, serves as photographers, cover designers, and contributors to our book.

Commented [2]: Recommended deletion as per Mr. Snow, Principal at CMS. Club is currently not meeting.

We encourage all students to be involved in any of the extracurricular clubs and organizations sponsored by CMS.

ELIGIBILITY

All students participating in competitive sports, extracurricular activities, cheerleading, dance, band and chorus will be required to follow the guidelines listed below in order to remain eligible to participate with the team during practices and games, and other events related to the activity. Students/athletes shall be passing all subjects: core, exploratory, band, chorus and physical education (PE).

Eligibility is checked every week on Thursday. Students/athletes will be notified by their coach/sponsor during practice/games on Friday following the grade check. Teachers will indicate passing or failing grades on semester basis. A student is ineligible from Monday to Monday during the eligibility check. Students failing 2 or more classes at the semester will be placed on academic probation through the Athletic Director's Office and subject to academic intervention based on a determination of the Athletic Director. Any student declared ineligible for 3 straight weeks will be removed from the team.

TRAVEL

All students must travel to extracurricular and athletic activities and return home from such activities with his or her team by use of school approved transportation. A written waiver of this rule may be issued by the teacher, sponsor or coach in charge of the extracurricular or athletic activity upon advance written request of a student's parent/guardian and provided the parent/guardian appears and accepts custody of the student. Oral requests will not be honored and oral permissions are not valid.

Any athlete who quits a team during a season will not be permitted to join another team during a season unless mutually agreed upon by the coaches of both teams involved. A student will not be permitted to participate in the CMS co-curricular program if they have an outstanding obligation in any other activity.

FEES AND PHYSICAL EXAMINATIONS

To participate in an extracurricular activity at CMS, each student-athlete will be charged $100 per sport. This fee is charged to cover athletic expenses such as transportation, equipment, game expenses, and all costs associated with providing an individual sport at CMS. Fees will be waived for students who qualify for free and reduced lunch. No athlete will be allowed to participate in the extracurricular activity until the fee is paid.

Students who participate in athletics must provide a sport physical completed on the Illinois DHS form or IHSA pre-participation examination form. The physical examination is good for 395 days from the date of the exam.

ATHLETIC SCHEDULES (COLLINSVILLE HIGH SCHOOL)

The Collinsville High School Athletic Schedules may be accessed via the computer kahokathletics.org . (NOTE: Athletic schedules are subject to change without notice).

ATTENDANCE POLICY

COLLINSVILLE C.U.S.D. NUMBER TEN (10) ATTENDANCE POLICY

The Kahok family offers and embraces opportunities for everyone to reach his/her fullest potential. One of the keys to receiving an excellent education experience is regular school attendance. The Collinsville School District attendance plan complies with the Illinois School Code Section 105 ILCS 5/26-2A. In accordance with the requirements of The School Code of Illinois and in recognition of the responsibilities imposed upon parents therein, it is the policy of the Board of Education of District No. 10 that students shall attend school during the entire time school is in session and be on time for classes. The Board believes that regular class attendance fosters successful academic performance and development of punctuality, self-discipline and responsibility.

The School Code of Illinois defines chronic absenteeism as missing school for five (5) percent of the previous 180 school days. That equates to nine (9) days of absence over a 180-day period. The school will provide three (3) written notifications (to include school and community resources available) before legal action may be taken. The parent or guardian may be subject to legal citation through the courts. Special circumstances such as hospitalization, chronic illness etc. will be considered in this process. Collinsville Community Unit School District Ten (10) appreciates the cooperation of parents and students on this matter of vital importance to your child's education.

ABSENTEEISM/ABSENCE REPORTING

In order for an absence to be considered reported, a parent or guardian of a student who is going to be absent from school must notify the school by telephone or Skyward Family Access account.

1. In order for an absence to be considered reported, a parent or guardian must notify the school. Messages may be left twenty-four (24) hours a day. An absence without proper notification to the attendance office will result in an absence being unexcused. State the name of the student who is going to be absent, his/her grade, the reason for the absence, and the phone number where the parent or guardian can be reached for verification.

2. Collinsville Community Unit School District #10 parents and guardians may also conveniently report a student absence using your Skyward Family Access account or the Skyward App. While you can choose to call your child's school to report an absence, using Skyward Family Access gives you the ability to report or request an absence 24/7 using your computer or mobile device.

How to Report an Absence Using Skyward Family Access

1. Log into Skyward Family Access and select ATTENDANCE from the menu options on the left; 2. Click on ENTER ABSENT REQUEST toward the middle upper right of the Attendance screen; 3. Select the ADD REQUEST link to the right in the Attendance pop-up window; 4. Enter the *Start Date* and the *End Date*; and Check "All Day" OR indicate times for the absence; 5. Choose a reason for the request from the drop-down menu; 6. Add any additional comments for the office; 7. When finished, click SAVE; 8. After clicking SAVE on the previous screen, the absent request will appear as *PENDING; 9.* You will receive a confirmation

email stating the request has been created; 10. Once the school office has processed the absence request, you will receive an additional email with confirmation.

To report an absence using the Skyward App:

1. Log into your Skyward App; Click on the menu option in the upper right corner of the screen; 2. Choose ATTENDANCE; 3. Select ADD ABSENCE REQUEST; 4. Enter the *Start Date* and End *Date*; Mark "All Day – Yes" OR indicate times for the absence; 5. Choose a reason for the request from the drop-down menu; 6. Add any additional comments for the office; 7. When finished, click SUBMIT; 8. The request will appear as *PENDING* until it is approved by the school; 9. Once the school office has processed the absence request, you will receive an email confirmation.

The determination as to whether an absence is classified as reported, documented or unexcused is the sole responsibility of the school. The responsibility of the parent is to report the absence. All requests for reported absences, MUST be reported to the attendance office within five (5) days of the student's absence. If a student has an appointment with a treating health care provider or physician, they must bring a note from them explaining the absence. At the District's request, a note from a health care provider may also be required to validate extended or repeated illnesses before being excused.

All students who are absent for five or more consecutive days must provide written documentation from a health care provider for the absences to be considered excused (reported/documented). Any student who has been absent 10 or more days in a semester must provide written documentation from their health care provider (with the dates of the absence) for each subsequent day of non-attendance for the absences to be considered excused (reported/documented). Each subsequent day of non-attendance ~~(after 10 days in a semester)~~ shall be considered unexcused unless accompanied with written documentation from their health care provider (with the dates of the absence). Students who suffer from documented chronic or severe acute health issues may seek a waiver of these requirements from the Building principal.

CO-CURRICULAR ACTIVITIES - ATTENDANCE POLICY FOR STUDENT PARTICIPATION (CHS)

It shall be the policy of Collinsville High School that student participation in any co-curricular activity (athletics or non-athletic activities) requires a student to be in attendance on the day of the co-curricular event.

CO-CURRICULAR ACTIVITIES - ATTENDANCE POLICY FOR STUDENT PARTICIPATION (CMS)

Absence from School on Day of Extracurricular or Athletic Activity: A student who is absent from school after noon is ineligible for any extracurricular or athletic activity on that day unless the absence has been approved in writing by the principal. Exceptions may be made by the designated teacher, sponsor or coach for: 1) a pre-arranged medical absence; 2) a death in the student's family; or 3) a religious ceremony or event.

A student who has been suspended from school is also suspended from participation in all extracurricular and athletic activities for the duration of the suspension. A student who is absent from school on a Friday before a Saturday event may be withheld from Saturday extracurricular or athletic activities at the sole discretion of the designated teacher, sponsor or coach.

ATTENDANCE POLICIES AND PROCEDURES

Reported Absences: A 'reported pass' will be issued when the parent/guardian notifies school via phone/electronic message of a student's personal illness (including up to 5 days per school year for mental or behavioral health of the student), serious family illness, court appearance, attending a military honors funeral to sound TAPS, attend a civic event (CHS/CMS), observance of a religious holiday, family emergency, other situations beyond the control of the student and as determined by the Board of Education other such circumstances which cause reasonable concern to the parent for the student's mental, emotional, or physical health or safety of the student. Additionally, a student will be excused for up to 5 days per school year 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. The school may require documentation explaining the reason for the student's absence. The student and the student's parent/guardian shall have the responsibility to contact their teacher(s) concerning a plan for completing make-up work within a reasonable time (this usually means one (1) day for each day of reported or documented absence).

Documented Absences: A documented absence will be issued when a parent/guardian presents documentation of a student's absence for personal illness (including mental or behavioral health of the student), serious family illness, the death of an immediate family member, court appearance or any absence which is beyond the control of the student (ie. in the case where a nurse has to send a student home for illness, to include, but not limited to, head lice, fever, and vomiting). The following documentation must be presented to the Main Office regarding documented absences: 1) For personal or family illness – a note from a treating health care provider, physician, or dentist; 2) For court appearances – a document from the court system; 3) For parent/guardian active duty/leave/return from deployment – a document from the military service. Requests by parents/guardians to have an absence recorded as 'documented' must present the documentation within five (5) days from the date of the student's absence. The student shall have the responsibility to contact their teacher(s) concerning a plan for completing make-up work within a reasonable time (this usually means one (1) day for each day of reported or documented absence).

Release Time for Religious Instruction/Observance: A student will be released from school, as an excused absence, to observe a religious holiday or for religious instruction. The student's parent/guardian must give written notice to the building principal at least 5 calendar days before the student's anticipated absence(s). Students with Reported or Documented absences or excused for religious reasons will be given an opportunity to make up any examination, study, or work requirement within a reasonable time (usually one day for each day of absence).

Commented [BH31]: Deleted language to clarify that after 10 reported days during a school year, parents must provide documentation from a health care provider for an absence to be documented (excused).

Commented [4]: Additional language to clarify limitations of mental health days for students.

Medical Non-Compliance: This code will be used when a student is excluded from school due to failure to comply with physical examination and immunization requirements. Students who are not compliant with physical examination and immunization requirements and have not submitted a waiver to be exempt from immunizations will be excluded from school and will not be permitted to make-up work for academic credit for their absences. The District will also report the student as unexcused. If a student submits a valid waiver to be exempt from immunization and is subsequently excluded from school due to a disease outbreak or due to his/her exposure to any of the diseases for which immunization is required, the excluded student will have the opportunity to make up all missed academic work for full credit.

College Day/Military Day (Collinsville High School): Juniors and seniors who find it necessary to visit colleges/ universities, vocational/technical schools, or military facilities of their choice may be granted two days each year for this purpose in accordance with guidelines set by the principal. A visitation request form (available in the Attendance Office) MUST be signed by a parent and submitted to the attendance office not less than two days prior to the proposed date of visitation. An unexcused absence will be recorded without the proper approval. Students are encouraged to set up visitation dates on Saturdays or when school is not in session. No visitation days will be approved after May 1st unless specifically requested by a post-secondary school. Additional visitation days may be granted with prior approval from the principal. College Days are NOT allowed on state mandated test days (i.e. SAT/PSAT state testing).

Unexcused Absences: An unexcused absence will be assigned for any absences in which the parent/guardian does not notify the school attendance office. Students will not be allowed to make-up work missed due to an unexcused absence. The following acts (even with parental consent) are considered an unexcused absence: failure to attend in-school supervision and/or Short-Term Option Program (STOP) and subsequent days of non-attendance (after 10 days in a semester) shall be considered unexcused unless accompanied with written documentation from their health care provider (with the dates of the absence). Absences that are not due to illness must be pre-arranged with the principal, if possible, and may or may not be excused.

Any student who has accumulated ten (10) consecutive days of unexcused absence with no school contact from a parent/guardian ("lost child", whereabouts cannot be determined) shall be withdrawn from Collinsville Community Unit School District Ten (10). The District shall use its best efforts to notify the parent(s), guardian(s), or other person(s) who has charge of a student if the school system plans to withdraw such student (including, calling all known phone numbers, including emergency contacts, and visiting the last known address). The date of withdrawal shall be marked retroactive to the last of attendance. If a school has been notified by a parent/guardian that a student will no longer be attending, such student shall be withdrawn from Collinsville Community Unit School District Ten (10). The date of withdrawal shall be marked retroactive to the last of attendance. If a student with a disability has been absent without valid cause for ten (10) consecutive days, the District will convene an IEP/504 meeting to ascertain the reason for the absences, whether the nonattendance is related to the student's disability, and if appropriate, a plan to stop the recurring nonattendance of the student. If a school has been notified by a parent/guardian that a student will be on an extended trip taking the student out of school for more than ten (10) consecutive days, such student may be withdrawn from Collinsville Community Unit School District Ten (10). The date of withdrawal shall be marked retroactive to the last of attendance. Absences that are not due to illness must be pre-arranged with the principal, if possible, and may or may not be excused.

Tardies: A tardy may be defined as a student's failure to be in an assigned seat in the classroom at the appropriate time. All tardies will be submitted to the office on an hourly basis. Those students arriving late to school should report to the attendance/school office and sign in. If a student will be late to school, a parent or guardian MUST notify the school prior to the student arriving to school. The only excused tardy is written medical notification. The district provides transportation to and from school. Any student arriving late to school on a school bus shall not be counted as tardy. For Collinsville High School/Collinsville Middle School students, accumulation of tardies will result in discipline. At CHS and CMS, tardy discipline will be cumulative by quarter. Students arriving late to school or leaving early from school, due to a medical, dental, counseling, court, or similar appointment, must provide proof of the appointment from the agency, upon returning to school. Failure to do so may be counted as an unexcused absence.

Truancy: Parents have the legal obligation to see that their children attend school at all times it is in session (Illinois School Code, Section 26-1, 26-2). A "truant" is defined as a child subject to compulsory school attendance and who is absent without valid cause from such attendance for more than 1% but less than 5% of the past 180 school days. A student is counted as truant if there is an absence during any part of the school day without permission from a parent/guardian and the attendance office is not notified of an absence within five (5) school days. Students considered truant are subject to school discipline. A student who misses fifteen (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 for a period not to exceed two (2) years. A parent or guardian who knowingly and willfully permits a child to be truant may be convicted of a Class C misdemeanor, which carries a maximum penalty of thirty days in jail and/or a fine of up to $500.00. Chronic truancy is defined as a child who is absent without valid cause (recognized excuse) for five percent (5%) or more of the previous 180 regular attendance days. Students who are chronic truants will be offered support services and resources aimed at correcting the truancy issue. During the school day, students must have administrative permission to go to the parking lot. Students who leave campus after proper clearance (home and school) must sign out in the attendance office, stating their name, reason for leaving and time of departure. Any student who leaves school without following proper 'Early Dismissal' school procedures will be considered truant, may lose their driving privileges for the remainder of the year and may be subject to a search as outlined in the Search and Seizure policies of this handbook if the student returns to campus that day.

The school will not refer a truant minor to any other local public entity, including the Collinsville Police Department, for the purpose of issuing the minor a fine or a fee as punishment for truancy.

AN ORDINANCE AMENDING THE COLLINSVILLE MUNICIPAL CODE RELATING TO TRUANCY
BE IT ORDAINED BY THE CITY COUNCIL OF COLLINSVILLE THAT:
SECTION 1: The Collinsville Municipal Code is amended to add a Division 10:92 under Chapter 10 entitled "Truancy" to read as follows:
01:92-1 Truancy Prohibited. It shall be unlawful for any person enrolled in a public, private or parochial school to absent him or herself from attendance at school without parental permission. Any person, who shall so absent himself, shall be guilty of the offense of truancy and be subject to a fine not to exceed $750 for each offense. Emergency or unforeseen absences due to illness or other causes beyond the control of the person so absenting him or herself from school without parental permission shall not constitute truancy if permission is submitted in writing to the proper school authorities within 24 hours after such absence.
01:92-2 False Excuse Prohibited. It shall be an offense under this ordinance for a parent or person in loco parentis to knowingly submit to the proper school authorities a written excuse under Section 10:921 that contains false information. A person convicted of an offense under this Section shall be subject to a fine of not more than $500 for each offense.
01:92-3 Parental Permission Shall include permission from a person in loco parentis, and shall be given for reasons only of personal illness, serious family illness, death in the family, serious home emergencies, necessary and lawful family support employment, religious convocation classes, Principal's permission, and compelling family reasons.
SECTION 2: This ordinance shall be in full force and effect from and after its passage, recording and publication according to law. Publication shall be in pamphlet form.
EARLY DISMISSALS (Collinsville High School)
Once a student arrives at school, he/she will need two types of permission to leave campus. The student will need school permission and parental permission. School permission must be acquired in advance from a school administrator. Parent permission must be given in the form of an advanced phone call or a signed and dated note from parent or guardian confirming the need to leave campus for a valid cause. The student should present a written request to the Attendance Office before school. The Attendance Office will then present the student with an early dismissal form to be given to his/her instructor. Advanced parent/Guardian confirmation for an early dismissal will be recorded as a reported absence for the hours of class(es) missed. A documented pass will be issued upon receipt of written verification from a physician, dentist, court representative, etc. No early dismissal will be permitted unless confirmation can be made with the parent by phone or in person. Early dismissals will be allowed only in necessary and reasonable situations where no other arrangements can be made. If a student becomes ill at school and wishes to go home, he/she is encouraged to check with the school nurse. If the school nurse is not available, the student is encouraged to check with an administrator. Students are discouraged from making their own arrangements to leave school by the use of cell phones or other office phones. Student initiated contact to depart campus may be considered unexcused (without school permission) or early dismissal (arranged through the attendance office). Before leaving campus, the student must sign out in the Attendance Office. Any student who leaves school without following proper 'Early Dismissal' school procedures will be considered truant, may lose their driving privileges for the remainder of the year and may be subject to a search as outlined in the Search and Seizure policies of this handbook if the student returns to campus that day. *Students who fail to sign out before leaving campus will have the dismissal considered unexcused.* If the student returns on the same day as an early dismissal, the student must sign in at the Attendance Office before going to class.
Note: A description of discipline programs (including ISS and STOP) are found in the Student Behavior section of this handbook.

AWARENESS AND PREVENTION OF CHILD SEXUAL ABUSE, GROOMING BEHAVIORS AND BOUNDARY VIOLATIONS

Child sexual abuse, grooming behaviors, and boundary violations harm students, their parent/guardian, the District's environment, its school communities, and the community at large, while diminishing a student's ability to learn.
Warning Signs of Child Sexual Abuse: Warning signs of child sexual abuse include the following.
Physical signs: Sexually transmitted infections (STIs) or other genital infections; Signs of trauma to the genital area, such as unexplained bleeding, bruising, or blood on the sheets, underwear, or other clothing; Unusual weight gain or loss
Behavioral signs: Excessive talk about or knowledge of sexual topics; Keeping secrets; Not talking as much as usual; Not wanting to be left alone with certain people or being afraid to be away from primary caregivers; Regressive behaviors or resuming behaviors that the child had grown out of, such as thumb sucking or bedwetting; Overly compliant behavior; Sexual behavior that is inappropriate for the child's age; Spending an unusual amount of time alone; Trying to avoid removing clothing to change or bathe
Emotional signs: Change in eating habits or unhealthy eating patterns, like loss of appetite or excessive eating; Signs of depression, such as persistent sadness, lack of energy, changes in sleep or appetite, withdrawing from normal activities, or feeling "down"; Change in mood or personality, such as increased aggression; Decrease in confidence or self-image; Anxiety, excessive worry, or fearfulness; Increase in unexplained health problems such as stomach aches and headaches; Loss or decrease in interest in school, activities, and friends; Nightmares or fear of being alone at night; Self-harming behaviors or expressing thoughts of suicide or suicidal behavior; Failing grades; Drug or alcohol use
Warning Signs of Grooming Behaviors School and District employees are expected to maintain professional and appropriate relationships with students based upon students' ages, grade levels, and developmental levels.
Prohibited grooming is defined as (i) any act, including but not limited to, any verbal, nonverbal, written, or electronic communication or physical activity, (ii) by an employee with direct contact with a student, (iii) that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples of grooming behaviors include, but are not limited

to, the following behaviors: Sexual or romantic invitations to a student; Dating or soliciting a date from a student; Engaging in sexualized or romantic dialog with a student; Making sexually suggestive comments that are directed toward or with a student; Self-disclosure or physical exposure of a sexual, romantic, or erotic nature; Sexual, indecent, romantic, or erotic contact with a student; Failing to respect boundaries or listening when a student says "no"; Engaging in touching that a student or student's parents/guardians have indicated is unwanted; Trying to be a student's friend rather than filling an adult role in the student's life; Failing to maintain age-appropriate relationships with students; Talking with students about personal problems or relationships; Spending time alone with a student outside of their role in the student's life or making up excuses to be alone with a student; Expressing unusual interest in a student's sexual development, such as commenting on sexual characteristics or sexualizing normal behaviors; Giving a student gifts without occasion or reason; Spending a lot of time with a student; Restricting a student's access to other adults

Warning Signs of Boundary Violations: School and District employees breach employee-student boundaries when they misuse their position of power over a student in a way that compromises the student's health, safety, or general welfare. Examples of boundary violations include: Favoring a certain student by inviting the student to "hang out" or by granting special privileges; Engaging in peer-like behavior with a student; Discussing personal issues with a student; Meeting with a student off-campus without parent/guardian knowledge and/or permission; Dating, requesting, or participating in a private meeting with a student (in person or virtually) outside of a professional role; Transporting a student in a school or private vehicle without administrative authorization; Giving gifts, money, or treats to an individual student; Sending a student on personal errands; Intervening in a serious student problem instead of referring the student to an appropriately trained professional; Sexual or romantic invitations toward or from a student; Taking and using photos/videos of students for non-educational purposes; Initiating or extending contact with a student beyond the school day in a one-on-one or non-group setting; Inviting a student to an employee's home; Adding a student on personal social networking sites as contacts when unrelated to a legitimate educational purpose; Privately messaging a student; Maintaining intense eye contact with a student; Making comments about a student's physical attributes, including excessively flattering comments; Engaging in sexualized or romantic dialog; Making sexually suggestive comments directed toward or with a student; Disclosing confidential information; Self-disclosure of a sexual, romantic, or erotic nature; Full frontal hugs; Invading personal space

If you believe you are a victim of child sexual abuse, grooming behaviors, or boundary violations, or you believe that your child is a victim, you should immediately contact the Building Principal, a school counselor, or another trusted adult employee of the School.

Additional Resources include:

National Sexual Assault Hotline at 800.656.HOPE (4673)
National Sexual Abuse Chatline at online.rainn.org
Illinois Department of Children and Family Services Hotline at 1.800.25.ABUSE (2873)
Illinois State Board of Education Sexual Abuse and Prevention Resource Guide

BELL SCHEDULES (COLLINSVILLE HIGH SCHOOL)

FULL DAY SCHEDULE		HALF HOUR EARLY DISMISS		HALF DAY SCHEDULE		CAVC SCHEDULE FULL DAY	
Zero Hour	6:45	Zero Hour	6:45	Zero Hour	6:45	SECTION A	8:55 - 11:20
Students Enter Building	7:40	Students Enter Building	7:40	Students Enter Building	7:40	SECTION B	11:25 - 1:50
Warning Bell	7:45	Warning Bell	7:45	Warning Bell	7:45		
1st Period	7:50 - 8:50	1st Period	7:50-8:40	1st Period	7:50-8:20		
2nd Period	8:55 - 9:50	2nd Period	8:45 - 9:35	2nd Period	8:25 - 8:50		
3rd Period & Lunch (3A) - (3B)	9:55 - 10:20 10:25 - 10:50	3rd Period & Lunch (3A) - (3B)	9:40 - 10:05 10:10 - 10:35	3rd Period	8:55 - 9:20		

4th Period & Lunch (4A) - (4B)	10:55 - 11:20 11:25 - 11:50	4th Period & Lunch (4A) - (4B)	10:40 - 11:05 11:10 - 11:35	4th Period	9:25 - 9:50	
5th Period & Lunch (5A) - (5B)	11:55 - 12:20 12:25 - 12:50	5th Period & Lunch (5A) - (5B)	11:40 - 12:05 12:10 - 12:35	5th Period	9:55 - 10:20	
6th Period	12:55 - 1:50	6th Period	12:40 - 1:30	6th Period	10:25 - 10:50	
7th Period	1:55 - 2:50	7th Period	1:35 - 2:20	7th Period	10:55 - 11:20	
Dismissal	2:50	Dismissal	2:20	Dismissal	11:20	

Other Bell schedules may be used in cases of assemblies, early dismissals, standardized testing dates, 2-hour delay, etc.
NOTE: Subject to change as per Board of Education approved Return to Learning Plan

BELL SCHEDULES (COLLINSVILLE MIDDLE SCHOOL)

Full Day Schedule		Half Hour Early Dismissal	
Advisory	8:40 – 8:45		
1st Period	8:45 - 9:35	1st Period	8:40 - 9:24
2nd Period	9:39 - 10:30	2nd Period	9:28 – 10:12
3rd Period 7A lunch 7B lunch	10:34 – 11:34 (8th Grade + 7C 10:30 - 11:00 S.H. 11:04 – 11:34 11:04 – 11:34 S.H. 10:30 – 11:00	3rd Period 7A lunch 7B lunch	10:16 – 11:16 (8th Grade + 7C 10:12 – 10:42 S.H. 10:46 – 11:16 10:46 – 11:16 S.H. 10:16 – 10:46
4th Period 7C lunch 8A lunch	11:38 – 12: 48 (7A/7B/8B/8C) 11:34 – 12:04 S.H. 12:08 – 12:38 12:08 – 12:38 S.H. 11:38 – 12:08	4th Period 7C lunch 8A lunch	11:20 – 12:20 (7A/7B/8B/8C) 11:16 – 11:46 S.H. 11:50 – 12:20 11:50 – 12:20 S.H. 11:20 – 11:50
5th Period 8B lunch 8C lunch	12:42 – 1:42 (7th Grade + 8A) 12:38 – 1:08 S.H. 1:12 – 1:42 1:12 – 1:42 S.H. 12:42 – 1:12	5th Period 8B lunch 8C lunch	12:24 – 1:24 (7th Grade + 8A) 12:20 – 12:50 S.H. 12:54 – 1:24 12:54 – 1:24 S.H. 12:24 – 12:54
6th Period	1:46 – 2:36	6th Period	1:28 – 2:12
7th Period	2:40 - 3:40	7th Period	2:16 – 3:10

Other Bell schedules may be used in cases of assemblies, early dismissals, standardized testing dates, 2-hour delay, etc
SH = Study Hall *NOTE: Subject to change as per Board of Education approved Return to Learning Plan*

BICYCLE/SKATEBOARDS/SCOOTERS

Students who wish to ride bicycles to school may do so, but the school assumes no responsibility for lost or damaged bicycles. All bicycles are to be parked and locked in the school bike racks. Students are to walk their bikes at all times when they are on school grounds. Students are not to ride their bikes in lawns of local residents. Skateboards, hoverboards, and scooters are not allowed and should not be ridden or brought to school.

BOARD OF EDUCATION

The Board of Education is elected by the community to govern the school district. The Board is comprised of seven members. In general, Board members are elected to 4-year terms of office. The Collinsville Community Unit School District No. 10 is a member of the Illinois Association of School Boards (IASB). The IASB outlines the following as duties of a school board: 1) The Board clarifies the District's purpose; 2) The Board connects with the community; 3) The Board employs a superintendent; 4) The Board delegates authority; 5) The Board monitors performance; 6) The Board takes responsibility for itself.

REGULAR MEETINGS

Regular meetings of the Board of Education are open to the public. They are held on the third Monday of each month at 6:30 p.m. at the Administrative Annex, 123 West Clay Street, Collinsville, Illinois. In the event that the third Monday falls on a school holiday, the meeting is held on the fourth Monday of the month.

SPECIAL MEETINGS

Special meetings of the Board of Education are open to the public. These meetings may be called by the Board president with at least 48 hours of public notice before the meeting. Notices are placed at the entrances to the Administration building (201 West Clay Street, Collinsville, Illinois) and to the Administrative Annex (123 West Clay Street, Collinsville, Illinois).

CLOSED SESSION

A closed session may be called by agenda or at any time during a regular meeting. All decisions, however, are required to be made in open session. Closed sessions are allowed by state law in order to discuss: 1) Collective negotiating matters; 2) Litigation that is probable or imminent; 3) Litigation that is filed and pending; 4) Information regarding the appointment, employment, compensation, discipline, performance, or dismissal of an employee or officer; 5) Testimony on a complaint lodged against an employee or officer to determine its validity; 6) Purchase, lease, or sale of real property; 7) Matters of student discipline; 8) Deliberations concerning salary schedules for one or more classes of employees.

ADDRESSING THE BOARD OF EDUCATION

Individuals wishing to address the Board of Education are invited to do so by the Board president following the roll call, the pledge of allegiance and the reading of any written correspondence by the Board secretary. A presenter must provide his/her name and address and limit remarks to five (5) minutes. The Board president has the right to control the length of any presentation. One speaker per topic is allowed unless presenters have opposing views. Questions should be addressed to the Board as a whole rather than to individual Board members or administrative employees.

The Board of Education is not a public forum. The Board is a deliberative body. The Board does not debate the subject of public comments during the meeting, but rather, may take the comments under review in making decisions and establishing policies. The Board follows a planned agenda at each meeting. Board members receive background information prior to each meeting to enable proper preparation for the topics to be discussed and voted on during meetings.

BREAKFAST & LUNCH PROGRAM

Breakfast and lunch are served every school day, except when there is a 12:15 p.m. or earlier dismissal, then lunch will not be served. Please check the individual school's schedule for times and prices. Pursuant to the Hunger-Free Students' 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.

BUDGET - DISTRICT

The Collinsville Community Unit School District's budget is developed annually and is designed to meet the requirements of local, state and federal government regulations. The budget, which is adopted by the Board of Education, outlines the plan for accomplishing the district's fiscal goals each year. The Director of Business Affairs develops the tentative budget which contains anticipated revenues and expenditures as well as a statement of estimated cash expected to be on hand at the beginning and end of the fiscal year. The tentative budget is placed on display thirty (30) days prior to a public budget hearing. During the hearing, details of the tentative budget are explained and the public may ask questions or provide input. The budget is then voted on and adopted (or rejected) by the Board of Education at a public board meeting held after the budget hearing. Illinois law requires that the budget be adopted by the Board of Education prior to the end of the first quarter of the fiscal year (September 30).

Like ninety percent (90%) of Illinois school districts, the Collinsville school district uses the cash basis of accounting. The district undergoes a thorough financial audit each year. Results of the financial audit are presented to the Board of Education both verbally and in writing.

Current budgets for both the Collinsville Community Unit School District No. 10 and the Collinsville Area Vocational Center are available on the District website at: http://www.kahoks.org.

Additional information about the mechanics of a school district budget can be found in the Illinois State Board of Education's A Guide to Understanding the Illinois School District Budget Process document at http://www.isbe.net/finance/.

BUILDING FACILITIES RENTAL

District facilities are available for use by employees for district-sponsored activities. In addition, outside organizations may request the use of district facilities. Requests from outside groups are reviewed by the building administrator and the Director of Buildings

and Grounds. Rental fees are charged to organizations based on the "classification" of the group. Details can be found in the Classes of Organizations document in the PDF Library located on the district website.

PROCEDURES TO REQUEST THE USE OF DISTRICT FACILITIES

Requests by employees and district-sponsored teams, clubs, etc.: 1) Contact the building administrator in charge of the facility you wish to reserve. If your initial contact is by telephone, it is recommended that you follow up your request in writing via email or internal memo; 2) The building administrator will check the facility calendar for availability and inform the employee of the request approval or denial; 3) If the requested time for use of the facility is outside the normal work hours of the school's staff, the building administrator will contact the Director of Buildings and Grounds to request any necessary custodial coverage; 4) The building administrator (or designee) will submit the event (if applicable) to the online district calendar.

Requests by outside groups and organizations: 1) Contact the building administrator in charge of the facility you wish to reserve request; 2) If the facility is available, complete the Request for Facility Rental form. Details about rental fees, classes of organizations and rental terms and conditions can be found in the PDF library on the district website; 3) Forward the completed Request for Facility Rental form to the building administrator as soon as possible; 4) The building administrator will review the completed form. If all information provided is in order, the form will be signed by the administrator and forwarded to the Director of Buildings and Grounds; 5) The Director of Buildings and Grounds will review the request and provide estimated fees. A signed copy of the form will be forwarded to the original requester, the School, and the Technology Department;

BULLYING, INTIMIDATION, HAZING, (SEXUAL) HARASSMENT, TEEN DATING VIOLENCE, THREAT OF VIOLENCE

PREVENTION OF AND RESPONSE TO BULLYING, INTIMIDATION, AND HARASSMENT

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

Bullying on the basis of actual or perceived race, color, national origin, physical appearance, socioeconomic status, academic 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. The District will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical, sexual, or visual, that affects the tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment. Bullying may take various forms, including without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive.

BULLYING, PREVENTION AND RESPONSE PLAN

I. Definitions:

Bullying includes *cyber-bullying* 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.

Cyber-bullying means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. *Cyber-bullying* includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of *bullying*. *Cyber-bullying* also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*.

Bullying may take various forms, including without limitation one or more of the following: harassment, threats, intimidation, stalking, physical violence, sexual harassment, sexual violence, theft, public humiliation, destruction of property, or retaliation for asserting or alleging an act of bullying. This list is meant to be illustrative and non-exhaustive.

Restorative measures means a continuum of school-based alternatives to exclusionary discipline, such as suspensions and expulsions, that: (i) are adapted to the particular needs of the school and community, (ii) contribute to maintaining school safety, (iii) protect the integrity of a positive and productive learning climate, (iv) teach students the personal and interpersonal skills they will need to be successful in school and society, (v) serve to build and restore relationships among students, families, schools, and communities, (vi) reduce the likelihood of future disruption by balancing accountability with an understanding of students' behavioral health needs in order to keep students in school and (vii) increase student accountability if the incident of bullying is based on religion, race, ethnicity, or any other category that is identified in the Illinois Human Rights Act.

School personnel means persons employed by, on contract with, or who volunteer in a school district, including without limitation school and school district administrators, teachers, school counselors, school social workers, school psychologists, school nurses, cafeteria workers, custodians, bus drivers, school resource officers, and security guards.

II. Bullying is contrary to State law and the policy of this District. However, nothing in the District's bullying prevention and response plan is intended to infringe upon any right to exercise free expression or the free exercise of religion or religiously based views protected under the First Amendment to the U.S. Constitution or under Section 3 of Article I of the Illinois Constitution.

III. Students are encouraged to immediately report bullying. A report may be made orally or in writing to the District Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking. All school staff members are available for help with a bully or to make a report about bullying. Anyone, including staff members and parents/guardians, who has information about actual or threatened bullying is encouraged to report it to the District named officials Complaint Manager or any staff member. The District named officials and all staff members are available for help with a bully or to make a report about bullying. Anonymous reports are also accepted by phone call or in writing, however, this shall not be construed to permit formal disciplinary action solely on the basis of an anonymous report.

Nondiscrimination Coordinator: Dr. Brad Skertich, Superintendent, 201 West Clay Street, Collinsville, Illinois 62243 (168-346-6350. **Male Complaint Manager:** Mr. Bradley Hyre, Assistant Superintendent - Student Services, 123 West Clay Street, Collinsville, Illinois 62234 (618)-346-6350; **Female Complaint Manager:** Mrs. Latoya Coleman, Director, Curriculum & Assessment, 123 West Clay Street, Collinsville, Illinois 62234 (618)-346-6350. **Title IX Coordinator:** Mr. Bradley Hyre, Assistant Superintendent - Student Services, 123 West Clay Street, Collinsville, Illinois 62234 (618)-346-6350 bhyre@cusd.kahoks.org.

IV. Consistent with federal and State laws and rules governing student privacy rights, the parents/guardians of all students involved in an alleged incident of bullying will be notified of such, along with threats, suggestions, or instances of self-harm determined to be the result of bullying, within 24 hours after the school's administration is made aware of the student's involvement in the incident. As appropriate, the school's administration shall also discuss the availability of social work services, counseling, school psychological services, other interventions, and restorative measures. The school shall make diligent efforts to notify a parent or legal guardian, utilizing all contact information the school has available or that can be reasonably obtained within the 24-hour period.

~~Consistent with federal and State laws and rules governing student privacy rights, the Superintendent or designee shall promptly inform the parent(s)/guardian(s) of every student involved in an alleged incident of bullying and discuss, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures.~~

Commented [BH51]: Recommended language change as recommended by Dana Bond, CUSD10 legal counsel.

V. The Superintendent or designee shall promptly investigate and address reports of bullying, by, among other things: 1) Making all reasonable efforts to complete the investigation within 10 school days after the date the report of a bullying incident was received and taking into consideration additional relevant information received during the course of the investigation about the reported bullying incident; 2) Involving appropriate school support personnel and other staff persons with knowledge, experience, and training on bullying prevention, as deemed appropriate, in the investigation process; 3) Notifying the Building Principal or school administrator or designee of the reported incident of bullying as soon as possible after the report is received; 4) Consistent with federal and State laws and rules governing student privacy rights, providing parents/guardians of the students who are parties to the investigation information about the investigation and an opportunity to meet with the Building Principal or school administrator or his or her designee to discuss the investigation, the findings of the investigation, and the actions taken to address the reported incident of bullying; 5) The Superintendent or designee shall investigate whether a reported incident of bullying is within the permissible scope of the District's jurisdiction and shall require that the District provide the victim with information regarding services that are available within the District and community, such as counseling, support services, and other programs.

The District will make diligent efforts to notify parents or guardians of all students involved in the alleged incident of bullying, including all threats, suggestions, or instances of self-harm determined to be the result of bullying, within 24 hours after the administration is made aware of the students' involvement in the incident. The administration will discuss, as appropriate, the availability of social work services, counseling, school psychological services, other interventions, and restorative measures for students involved.

VI. The Superintendent or designee may use interventions to address bullying, that may include, but are not limited to, school social work services, restorative measures, social-emotional skill building, counseling, school psychological services, and community-based services.

VII. A reprisal or retaliation against any person who reports an act of bullying is prohibited. A student's act of reprisal or retaliation may be treated as a serious infraction for purposes of determining any consequences or other appropriate remedial actions.
VIII. A student will not be punished for reporting bullying or supplying information, even if the District's investigation concludes that no bullying occurred. However, knowingly making a false accusation or providing knowingly false information may be treated as a serious infraction for purposes of determining any consequences or other appropriate remedial actions.
IX. The District's bullying prevention and response plan is based on the engagement of a range of school stakeholders, including students and parents/guardians.
X. The Superintendent or designee shall post this Bullying Prevention and Response Plan on the District's Internet website, if any, and include it in the student handbook, and, where applicable, post it where other policies, rules, and standards of conduct are currently posted. The Bullying Prevention and Response Plan will be distributed annually to parents/guardians, students, and school personnel, including new employees when hired, and must also be provided periodically throughout the school year to students and faculty.
XI. The Superintendent or designee shall assist the Board with its evaluation and assessment of this policy's outcomes and effectiveness. This process shall include, without limitation: 1) The frequency of victimization; 2) Student, staff, and family observations of safety at a school; 3) Identification of areas of a school where bullying occurs; 4) The types of bullying utilized; and 5) Bystander intervention or participation. The evaluation process may use relevant data and information that the District already collects for other purposes. The Superintendent or designee must post the information developed as a result of the policy evaluation on the District's website, or if a website is not available, the information must be provided to school administrators, Board members, school personnel, parents/guardians, and students.
XII. This Bullying Prevention and Response Plan is consistent with the policies of the school board. Students are encouraged to **immediately** report claims or incidences of bullying, harassment, sexual harassment, or any other prohibited conduct to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, or a Complaint Manager, or any staff member with whom the student is comfortable speaking. Students may choose to report to a person of the student's same sex. An allegation that one student was sexually harassed by another student shall be referred to the Building Principal or Assistant Building Principal.
Any student of the District who is determined, after an investigation, to have engaged in bullying, intimidation or (sexual) harassment will be subject to disciplinary action as provided in this handbook, including but not limited to, suspension and expulsion consistent with the school and district's disciplinary policy. Any person making a knowingly false accusation regarding bullying, intimidation or (sexual) harassment will likewise be subject to disciplinary action including but not limited to, suspension and expulsion consistent with the school and district's disciplinary policy.
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*.

CYBER-BULLYING

Cyberbullying means bullying through the use of technology or any electronic communication, including without limitation any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic system, photo-electronic system, or photo-optical system, including without limitation electronic mail, Internet communications, instant messages, or facsimile communications. *Cyber-bullying* includes the creation of a webpage or weblog in which the creator assumes the identity of another person or the knowing impersonation of another person as the author of posted content or messages if the creation or impersonation creates any of the effects enumerated in the definition of *bullying*. *Cyber-bullying* also includes the distribution by electronic means of a communication to more than one person or the posting of material on an electronic medium that may be accessed by one or more persons if the distribution or posting creates any of the effects enumerated in the definition of *bullying*.
Cellular telephones, cameras or any electronic devices used to harass or bully students or harass school personnel (ie. the student has i) been determined to have made an explicit threat on an Internet website against a school employee, a student, or any school-related personnel, (ii) the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studied within the school grounds at the time the threat was made, and (iii) the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school) may be subject to the following disciplinary action: 1) In-School Suspension assignment, 2) Short Term Option Program (STOP) assignment, 3) Out-of-school Suspension for up to ten (10) days with a referral to the Board of Education for possible expulsion for up to two (2) years; 2) legal action through local law enforcement; and/or 3) revocation of driving privileges (with no refund). Cyberbullying using home-based or off-campus devices that results in a material and/or substantial disruption to the school and/or a true threat will constitute grounds for investigation as to whether or not the use violates applicable law or school rules. Should misuse be determined, the student may receive disciplinary consequences appropriate for the frequency and severity of the violation.
For more information and resource materials regarding cyberbullying and online harassment, please visit: https://www.edumed.org/resources/preventing-cyberbullying-and-harassment-online/

SEXUAL HARASSMENT

The school and district shall provide an educational environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. See Collinsville CUSD10 Board Policies 2:265, Title IX Sexual Harassment Grievance Procedure, and 2:260, Uniform Grievance Procedure.

Title IX Sexual Harassment

Sexual harassment affects a student's ability to learn and an employee's ability to work. Providing an educational and workplace environment free from sexual harassment is an important District goal. The District does not discriminate on the basis of sex in any of its education programs or activities, and it complies with Title IX of the Education Amendments of 1972 (Title IX) and its implementing regulations (34 C.F.R. Part 106) concerning everyone in the District's education programs and activities, including applicants for employment, students, parents/guardians, employees, and third parties. Title IX Sexual Harassment Prohibited Sexual harassment as defined in Title IX (Title IX Sexual Harassment) is prohibited. Any person, including a District employee or agent, or student, engages in Title IX Sexual Harassment whenever that person engages in conduct on the basis of an individual's sex that satisfies one or more of the following: 1. A District employee conditions the provision of an aid, benefit, or service on an individual's participation in unwelcome sexual conduct; or 2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's educational program or activity; or 3. Sexual assault as defined in 20 U.S.C. §1092(f)(6)(A)(v), dating violence as defined in 34 U.S.C. §12291(a)(10), domestic violence as defined in 34 U.S.C. §12291(a)(8), or stalking as defined in 34 U.S.C. §12291(a)(30). Examples of sexual harassment include, but are not limited to, touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, spreading rumors related to a person's alleged sexual activities, rape, sexual battery, sexual abuse, and sexual coercion. A person who wishes to make a report under this Title IX Sexual Harassment grievance procedure may make a report to the Title IX Coordinator, Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, a Complaint Manager, or any employee with whom the person is comfortable speaking. A person who wishes to make a report may choose to report to a person of the same gender. School employees shall respond to incidents of sexual harassment by promptly making or forwarding the report to the Title IX Coordinator. An employee who fails to promptly make or forward a report may be disciplined, up to and including discharge.

TEEN DATING

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.

In our District, teen dating violence is unacceptable. We are committed to providing our students with a school environment where they can learn free from worries about school violence. The purpose of this letter is to inform you of School Board policy, 7:185, Teen Dating Violence Prohibited, which is a component of the District's anti-bullying program. Research has shown that teen dating violence can form lifelong, unhealthy habits during young adults' formative years. Educating parents/guardians, students, and staff about teen dating violence can help us identify incidents of teen dating violence at school or school-related activities. The Board's policy states that teen dating violence occurs whenever a student 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. Students in grades 7 through 12 will receive age-appropriate instruction on teen dating violence including its warning signs and prevention. School staff will also receive training on handling the signs and incidents of teen dating violence. I have asked our school staff members to respond immediately and with compassion to a student who reports teen dating violence. After evaluating the situation to determine if an immediate referral to my office is needed, a staff member will give the student our form for reporting bullying, 7:180-AP1, E5, Report Form for Bullying. Finally, I have directed staff members to intervene immediately to stop incidents of teen dating violence occurring at school. They will proceed under our District's procedures for responding to incidents of bullying and school violence.

Below are some warning signs that your child may be involved in teen dating violence:

Name-calling and put-downs. Does one individual in the relationship call the other person names? Does he or she use insults to put the other person down?; **Extreme Jealousy**. Does one individual in the relationship act overly jealous when the other talks to peers? Does one person accuse the other of flirting even when it's innocent conversation?; **Making Excuses**. Does one individual in the relationship make excuses for the other? Does he or she have to apologize for the other person's behavior?; **Canceling or changing plans**. Does one individual cancel plans often, and at the last minute? Do the reasons make sense or sound untrue?; **Monitoring**. Does one person call, text message, or check up on the other constantly? Does he or she demand to know the other person's plans or with whom the other person was with?; **Uncontrolled Anger**. Have you seen one individual lose his or her temper? Does he or she throw things – or break things – when angry? Does one person in the relationship worry a lot about upsetting the other?; **Isolation**. Has one individual in the relationship given up spending time with friends? Has that individual stopped doing activities that used to be important?; **Dramatic Changes**. Have either of the individuals in the relationship had appearance changes? Has he or she lost or gained weight? Have his or her grades dropped? Does he or she seem depressed?; **Injuries**. Does one person in the relationship have unexplained injuries, or does he or she give explanations that don't make sense?; **Quick Progression**. Did the relationship get serious very quickly?

These signs do not necessarily mean that your child is involved in teen dating violence, but, if present, talk to your child about teen dating violence.

For more information about this issue, please see the Centers for Disease Control and Prevention's educational materials at: https://www.cdc.gov/violenceprevention/intimatepartnerviolence/teendatingviolence/fastfact.html.

HAZING

Soliciting, encouraging, aiding, or engaging in hazing is prohibited. 'Hazing' means any intentional, knowing, or reckless act directed against a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any organization, club, or athletic team whose members are or include other students. Students who engage in hazing that endangers

the mental or physical health or safety of another may be subject to disciplinary action including but not limited to, suspension and expulsion consistent with the school and district's disciplinary policy.

We encourage students and parents to notify the school office of any incidents regarding bullying immediately. The school will protect students against retaliation for reporting incidents of bullying, intimidation or (sexual) harassment. 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.

BUS TRANSPORTATION

Collinsville Unit 10 School District provides free bus transportation for students in accordance with the Illinois School Code through a private contractor, First Student Educational Services. Bus routes are determined by the contractor with district approval (and will be available only for students who live greater than 1.5 miles from the school). Questions about student transportation can be directed to First Student at 346-8605 or the district office at 346-6350.

BUS SAFETY: RULES & REGULATIONS

The following is a list of expected conduct for students to follow when utilizing bus transportation to school, from school or during student activities/athletic events: 1. Be aware of moving traffic and pay attention to your surroundings; 2. Dress properly for the weather. Make sure all drawstrings, ties, straps, etc. on all clothing, backpacks and other items, are shortened or removed to lessen the likelihood of them getting caught in bus doors, railings or aisles; 3. Arrive on time at the bus stop and stay away from the street while waiting for the bus; 4. Stay away from the bus until it stops completely and the driver signals you to board. Enter in single file without pushing. Always use the handrail; 5. Take a seat right away and remain seated facing forward. Keep your hands, arms, and head inside the bus; 6. Talk quietly on the bus. No shouting or creating loud noises that may distract the driver. Tablets, computers, smart phones, smart watches, and other electronic devices must be silenced on the bus unless a student uses headphones; 7. Help keep the bus neat and clean. Keep belongings out of the aisle and away from emergency exits. Eating and drinking are not allowed on the bus; 8. Always listen to the driver's instructions. Be courteous to the driver and other students. Sit with your hands to yourself and avoid making noises that would distract the driver or bother other passengers; 9. Wait until the bus pulls to a complete stop before standing up. Use the handrail when exiting the bus; 10. Stay out of the danger zone next to the bus where the driver may have difficulty seeing you. Take at least five giant steps (10 feet) 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; If you must cross the street after you get off the bus, wait for the driver's signal and then cross in front of the bus. Cross the street only after checking both ways for traffic, even after the driver's signal; 12. Never run back to the bus, even if you dropped or forgot something.

Resources regarding School Bus Safety Rules.

1. National Highway Traffic Safety Administration - **School Bus Safety**
https://one.nhtsa.gov/people/injury/buses/getting_to_school/schoolbus2.html
2. U.S. Department of Transportation - **School Bus Safety Campaign Material** www.trafficsafetymarketing.gov/get-materials/school-bus-safety/evergreen-campaign-material
3. National Safety Council - **Tips for a Safe Ride**
www.nsc.org/home-safety/tools-resources/seasonal-safety/back-to-school/bus
4. Illinois State Police - **School Bus Safety**
https://isp.illinois.gov/StaticFiles/docs/TrafficResources/5-542.pdf
5. Illinois State Board of Education - **School Bus Safety What Parents Should Know**
www.isbe.net/Documents/bus_safety_parents.pdf
6. Illinois State Board of Education - **Instructions To School Bus Riders**
www.isbe.net/Documents/bus_ride_instruct.pdf

All students are expected to follow the District's School Bus Safety Guidelines and all school rules when riding the school bus to school, from school or during student activities/athletic events. A student may be suspended from school and/or riding the school bus for up to 10 consecutive school days for engaging in gross disobedience or misconduct, including but not limited to, the following: 1) Prohibited student conduct as defined in the Student Discipline 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 the bus driver's or other supervisor's directives; 6) Boarding a school bus which services other schools within the C.U.S.D. 10 District; 7) Entering the bus from or exiting the bus to a location other than the student's assigned stop without prior approval from First Student or the School administration, 8) Other behavior(s) identified by the administration deemed to threaten the safe operation of the bus and/or its occupants. School rules will apply for students when utilizing bus transportation to school, from school or during student activities/athletic events. The district's regular suspension procedures shall be used to suspend a student's privilege to ride a school bus. 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.

PARENT RESPONSIBILITIES REGARDING BUSES

1. Make certain that your child is at the bus stop on time each morning.
2. Accept joint responsibility with the school authorities and bus driver for proper conduct on the bus.

Commented [BH6]: Recommended Handbook Language addition by Mr. Brian Schwarz, IPA Legal Counsel. This new procedure is provided as an additional resource. It contains discretionary information that may be placed in the student handbook or otherwise provided to parents.

3) Parents of kindergarteners and first graders are responsible to meet their child's bus each day or designate a responsible individual to be with their child during pick up and drop off times.

STUDENTS RIDING A BUS WITH A FRIEND

Please be advised that parent permission, administrative permission and bus driver permission is required if a student wants to board a bus or be dropped off at a different location other than his/her designated home bus stop.

USE OF VIDEO CAMERAS ON SCHOOL BUSES

Video cameras may be used on school buses as necessary in order to monitor conduct and maintain a safe environment for students and employees. The contents of the videotapes are student records and are subject to District policy and procedure concerning school student records. Only those individuals with a legitimate educational or administrative purpose may view the videotapes. In most instances, individuals with a legitimate educational or administrative purpose will be the Superintendent, Building Administrators, Transportation Director, bus driver, and sponsor, coach, or other supervisor. If the content of the videotape is contested within a formal proceeding, it will be treated like any other evidence. If you have any questions regarding the bus company rules and regulations, please contact First Student Bus Company at 618-346-8605.

FIRSTVIEW GPS BUS TRACKING

In continued partnership with our transportation provider, First Student, Collinsville CUSD10 has launched FirstView, a bus tracking and parent communications app for your smartphone or desktop. 1) **Live Tracking:** The FirstView map screen shows you the location and direction of your student's bus, for both morning and afternoon trips. FirstView also provides caregivers with confirmation when the trip is complete. **2) Customizable Bus Proximity Notifications:** With FirstView, you set up a geofence around the assigned bus stop and are alerted when the bus enters the geofence. The geofence size and alert times are customizable, so parents are in control of their notifications. Students should still be at their assigned bus stop 10 minutes prior to the scheduled arrival time. **3) Custom Alerts and Messages:** Set up push or email notifications alerting you when your student's bus enters the geofence. Connect up to three additional email accounts (including your own) to receive email alerts. This is a great feature for grandparents or caregivers. **4) Multi-Stop View:** Buses for all your students can be tracked with FirstView. Using individual colors for each student, the bus assigned to each student's route appears on the map in the same color as the student for easy viewing. **5) Secure and Easy Access:** FirstView requires a password-protected account for app set-up. This way, only you can view your student's stop! These codes are provided by your district/school. Please click **HERE** to get started. A registration guide may be accessed by clicking **HERE**.

Commented [BH7]: Added language to communicate FirstView GPS Bus Tracking information for parents/guardians.

CAFETERIA SERVICES

Collinsville Unit School District Ten offers student lunches as a part of the National School Lunch Program. The Collinsville Community Unit School District contracts its food service program with Sodexo USA. In addition to meal planning, storage, preparation and delivery of meals to the district's schools, Sodexo also facilitates the processing of free and reduced meal applications for eligible students.

FREE AND REDUCED MEALS

Community Eligibility Program - The Collinsville CUSD10 is excited to announce a new effort to help end childhood hunger in the Collinsville School District. The Community Eligibility Provision (CEP), a key provision of The Healthy, Hunger Free Kids Act of 2010, allows qualified districts and schools to serve all students free meals without the burden of collecting household applications. For the 2023-2024 school year, CEP has been adopted throughout all schools in the Collinsville Community Unit 10 School District. The Community Eligibility Provision is part of the National School Lunch Program (NSLP) and the School Breakfast Program (SBP). These programs are federally assisted meal programs established under the National School Lunch Act that provide nutritionally balanced, low-cost or free lunches to students each school day. They are administered at the federal level by the USDA and at the state level by ISBE. The newly adopted CEP will allow for the provision of 'Type A' free meals (breakfast and lunch) to all students in Unit 10 and will save the District and individual schools time and money by streamlining paperwork and administrative requirements. CEP gives food service professionals more time to focus on preparing nutritious meals their students will enjoy, and gives students more time to eat those meals by cutting down on time spent in the lunch line. Because all students receive meals at no charge, individual children in our schools no longer have to worry about the stigma associated with free or reduced price status. And most importantly, by offering all students a nutritious breakfast and lunch at no cost, the CEP provisions help boost participation, helping schools ensure more students come to class well-nourished and ready to learn. No registration is required for students to dine at school. Students may simply walk through the serving line on any day and select their "Type A' meal components during designated breakfast and lunch times. Café staff may ask students to enter their I.D. number at the register. Our menus follow the nutrition guidelines and serving sizes established by the federal nutrition guidelines for school meals. For more information, visit: http://www.fns.usda.gov/school-meals/community-eligibility-provision.

Direct State Certification - Households eligible for food stamps or Temporary Assistance for Needy Families (TANF) receive a child-specific letter in July of each year from the Illinois Department of Human Services. This letter is to be returned to the school the child attends in order for the child to receive free meal benefits. If this "direct certification" letter is submitted to the school, the parent/guardian DOES NOT need to complete the Application for Illinois Free Lunch and Breakfast.

MEAL POINT OF SALE (DEBIT CARD) SYSTEM

Students attending schools in Collinsville Unit 10 may use the Cafe Enterprise point of sale card (debit) system. The point of sale system allows a parent/guardian to pay in advance for meals and/or a la carte foods (juice drinks, ice cream, cookies, etc.) Students

may continue to pay cash on a daily basis if they choose. The system works with a 12-key PIN pad (located near the end of the serving line) that is similar to an automated teller machine (ATM). The pad allows each student to enter their 6-digit personal identification number (PIN) to access their account. The student's PIN number is unique and should be memorized. The system is very confidential. All students will be required to enter their PIN number regardless of meal status or payment method, thus ensuring every child's privacy.

All students will have an established debit account, although they will not be required to make advanced payments because the system has the ability to act as a cash register and can accept cash payments on a daily basis. However, for a parent/guardian's convenience, the three options are available for making advance payments (see below). To prevent fraudulent use of student accounts, student photos are loaded into the system. These digital images appear on the monitor for the cashier to view every time a child accesses his or her account, therefore ensuring that no other student can use another child's account.

Money is deducted when the student uses the account to purchase meals and/or a la carte items. The system knows the meal status of each student (full-pay, free, or reduced) and will deduct the correct amount from the account. There is no limit on the amount of money that can be deposited into a debit account. When account balances fall below $5, the cashier will remind the student that additional money should be deposited or brought to school to continue purchasing meals and/or a la carte items.

A payment form is available in the PDF Library on the C.U.S.D. 10 Website. Once completed and printed, this form should be returned with each deposit. For safety purposes, we recommend that advanced payments be sent in the form of a check. Checks should be made payable to Collinsville C.U.S.D. 10. If a payment is sent for more than one student in the same school, an indication of the amount of money to be deposited for each student should be made on the form. If an amount is not specified, the deposit amount will be divided equally between siblings' accounts. If a payment option is not specified, all monies will be deposited under OPTION PLAN #1 - Cash On Account.

ADVANCED PAYMENT OPTIONS

OPTION #1: Cash on Account -- A cash debit account is created by making a payment of a certain dollar amount ($5.00, $10.00, $20.00, etc) to the cafeteria. These funds are then deposited into the student's debit account and are available when the student purchases meals and/or a la carte foods in the cafeteria. There are no limitations as to what may be purchased or how many purchases can be made. The account balance simply decreases as purchases take place.

OPTION #2: Prepaid Meals Only -- Monies put on account can be designated for student meals only. No snacks or a la carte food items can be purchased with this payment. Students would need to pay cash for any snack or a la carte items being purchased. To calculate, determine the number of meals to purchase and then multiply by the price of the meal. Any number of meals may be purchased at one time.

OPTION #3: Both: Cash on Account and Prepaid Meals Only - Parents/guardians may purchase Prepaid Meals and put "cash on account". This option ensures that the student receives a lunch and allows him or her to purchase a la carte foods as well. However, there are no limitations as to what foods may be purchased a la carte, or how many a la carte purchases can be made. When making a payment for both, it is necessary for the parent/guardian to state clearly how much money is for prepaid meals and how much is for "cash on account".

CAFETERIA ETIQUETTE (CHS)

The cafeteria management appreciates every student's cooperation. All students should display good manners at all times and should always dispose of trash in the appropriate receptacles. Students should leave the table and floor around their place clean for others.

During breakfast and lunch the following rules apply: 1) Students are expected to be out of the main and vocational building before the end of the 5-minute passing period; 2) Students who break for lunch must exit promptly and in a manner that will not disturb on-going classes; 3) Food and soda will be allowed outside. However, it is against the rules to bring any food or drink into the main building. It is the responsibility of the student to keep the grounds free of litter. Students may not bring food from outside vendors (ie. fast food restaurants) over lunch hours to eat in the cafeteria.

Violation of Cafeteria Etiquette expectations will result in disciplinary action in accordance with the District's disciplinary procedures

CAFETERIA ETIQUETTE (CMS/DIS/ELEMENTARY)

The cafeteria management appreciates every student's cooperation. All students should display good manners at all times and should always dispose of trash in the appropriate receptacles. Students should leave the table and floor around their place clean for others.

During breakfast and lunch the following rules apply: 1) Students shall not save seats for other students; 2) Students shall walk to lunch and shall be orderly and quiet during lunch; 3) No food shall leave the cafeteria; 4) Loud talking, yelling, screaming, and other disruptions are prohibited; 5) Students shall not throw food, milk cartons or other items; 6) Students shall not trade food; 7) Students shall follow the instructions of the lunchroom aides and show proper respect toward all cafeteria personnel; 8) Students shall remain seated while in the cafeteria except when given permission to throw away trash; 9) Students shall immediately become silent when staff or presenters make announcements in the cafeteria; 10) Students shall report spills and broken containers to cafeteria staff immediately; 11) Students shall be dismissed from the cafeteria by the lunchroom monitor; 12) Soda, glass containers and knives of any type are not allowed at school; 13) Fast food may not be delivered to students at school; 14) Food items from home may not be ones that require refrigeration or heating/cooking.

Violation of Cafeteria Etiquette expectations will result in disciplinary action in accordance with the District's disciplinary procedures.

CAFETERIA MEALS

Type "A" Meal consists of the 5 components: 1) Entrée; 2) Three side items; 3) Milk (optional). The NSLP has five food components: 1) grains, 2) meat/meat alternate, 3) fruits, 4) vegetables, and 5) milk. *Requirements:* You must have at least 3 items on your tray, consisting of the following: 1) Entrée; 2) Two side items; 3) Milk (optional); Ala Carte Items are those items purchased separate from a regular meal, and will be available for purchase (example: patty melt, cheeseburger, fries, etc.). Please contact the school office regarding any dietary concerns.

Meal Prices for 2025-2026		
Grade Level	Breakfast (Type A)	Lunch (Type A)
PreK - 6	Free	Free
CMS	Free	Free
CHS	Free	Free
Staff	$2.00	$4.00

MEAL CHARGES

The Building Principal and District staff will work jointly to prevent meal charges from accumulating. Every effort to collect all funds due to the District will be made on a regular basis and before the end of the school year. Contact your Building Principal or designee about whether your child(ren)'s charges may be carried over at the end of the school year, i.e., beyond June 30th.

Unpaid meal charges are considered delinquent debt when payment is overdue as defined by Board policy 4:45, *Insufficient Fund Checks and Debt Recovery* and the Hunger-Free Students' Bill of Rights Act (105 ILCS 123/). The District will make reasonable efforts to collect charges classified as delinquent debt, *including repeated contacts to collect the amounts and, when necessary, requesting that the student's parent(s)/guardian(s) apply for meal benefits* to determine if the student qualifies for such benefits under Board policy 4:130, *Free and Reduced-Price Food Services*. The District will provide a federally reimbursable meal or snack to a student who requests one, regardless of the student's ability to pay or negative account balance. When a student's funds are low and when there is a negative balance, reminders will be provided to the staff, students, and their parent(s)/guardian(s) at regular intervals during the school year. State law allows the Building Principal to contact parents(s)/guardian(s) to attempt collection of the owed money when the amount owed is more than the amount of five lunches. If a parent/guardian regularly fails to provide meal money for the child(ren) that he/she is responsible for in the District and does not qualify for free meal benefits or refuses to apply for such benefits, the Building Principal or designee will direct the next course of action. Continual failure to provide meal money may require the District to notify the Ill. Dept. of Children and Family Services (DCFS) and/or take legal steps to recover the unpaid meal charges, up to and including seeking an offset under the State Comptroller Act, if applicable.

Commented [BH8]: Policy language addition recommendation as per Mr. Brian Schwartz, IPA Legal Counsel (IPA Model Student Handbook). The information provided herein is required by federal law and may be placed in the student handbook or otherwise provided to parents.

CAMPUS MONITORS

The Collinsville C.U.S.D. No. 10 Board of Education has appointed campus monitors with duties and responsibilities to assist the teachers and administrators with maintaining order, discipline, and supervision on campus. The monitors are authorized school personnel. In disciplinary and supervisory situations, the monitors stand in place of a teacher in their absence. Failure to cooperate with the monitors in maintaining discipline on campus will result in disciplinary action in accordance with school policies and procedures.

~~CELL PHONE, SMARTPHONE, ELECTRONIC COMMUNICATION DEVICES, MOBILE INTERNET DEVICES, PERSONAL LAPTOPS, NETBOOKS (COLLINSVILLE HIGH SCHOOL)~~

~~The use of electronic devices and other technology at school is a privilege, not a right. Students may possess electronic devices including, but not limited to, the following: cell phone, smartphone, audio or video recording device, personal digital assistant, iPod, iPad, mobile internet devices (MID), personal laptops, tablet computer, netbooks. Students may possess such electronic devices while on school property to use as an educational tool and may use these devices only (1) before school starts, (2) in the cafeteria during the student's assigned lunch period and (3) after school ends in adult supervised areas only. These devices should be used for educational purposes during these times. Students may **not** use cell phone/electronic devices during instructional time or in academic areas (to include study halls). While in the classroom or other prohibited areas, electronic devices should be silenced~~

and placed out of sight. except: a) at the expressed consent of the classroom instructor for educational purposes; 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. The use of cell phones, smartphones, electronic communication devices, mobile internet devices (MID), personal laptops, and netbooks will be at the discretion of the teacher. The following rules will be in effect: 1) students must obtain teacher permission before using a cell phone, smartphone, electronic communication device, mobile internet device (MID), personal laptop, or netbook during classroom instruction; 2) student use of a cell phone, smartphone, electronic communication device, mobile internet device (MID), personal laptop, or netbook must support the instructional activities currently occurring in the instructional environment; 3) students must turn off and put away a cell phone, smartphone, electronic communication device, mobile internet device (MID), personal laptop, or netbook at the request of a teacher; 4) during instructional time, audio must be muted to prevent distracting others in the classroom. Emergency use of a cell phone/smartphone, when at all possible, should have prior approval from a school administrator. Parents needing to contact their child should do so by contacting the main office: 618-346-6320. Inappropriate use will result in disciplinary action, and may result in the loss of the privilege of using the electronic device.

All disciplinary action is determined on a case-by-case basis by school officials. Students may be subject to the following disciplinary actions for violation of the Cell Phone, Smartphone, Electronic Communication Devices, Mobile Internet Devices, Personal Laptops, Netbooks policy: 1) Notifying parent(s)/guardian(s); 2) Disciplinary conference; 3) Withholding of privileges (with no refund for charged privileges); 4) Temporary removal from the classroom; 5) Restriction from being on school grounds and at school activities; 6) Return of property or restitution for lost, stolen, or damaged property; 7) In-school suspension; 8) Seizure of contraband, confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules; 9) Suspension of bus riding privileges in accordance with Board policy 7:220; 10) Short Term Option Program (STOP) assignment; 11) Out-of-school suspension from school and all school activities for up to ten (10) days in accordance with Board policy 7:200, Suspension Procedures. 12) Expulsion from school and all school activities for a definite time period not to exceed two calendar years in accordance with Board policy 7:210, Expulsion Procedures. A student who has been expelled may also be restricted from being on school grounds and at school activities; 13) Notifying juvenile authorities or other law enforcement.

Technological devices may not be used to invade the privacy of any student or staff member, to violate the rights of any student or staff member, or to harass any student or staff member. Actions including, but not limited to, harassing or bullying students or harassing school personnel, taking still photos or videos of other students or district employees without prior consent (ie. taking still photos or videos of other students engaged in a physical or verbal confrontation), recording an individual's voice or image without consent, transmitting still photos, audio and/or videos of other students or district employees in any manner, including but not limited to uploading them to internet websites, without prior consent, or storing/accessing personal and/or academic data without consent are prohibited and subject to disciplinary action and referral to legal authorities. Picture phones and other recording devices are banned from locker rooms, bathrooms, changing rooms and any other school facility location where a person's expectation of privacy should be respected. The possession or distribution (including attempt to obtain or distribute) lewd images (including sending, receiving, or possessing sexually explicit or otherwise inappropriate pictures or images, commonly known as 'sexting') is prohibited and subject to disciplinary action and referral to legal authorities. Students may not use technological devices to invade the privacy of any student or staff member, to violate the rights of any student or staff member, or to harass any student or staff member as described above. The following discipline actions will be used as guidelines (All disciplinary action is determined on a case-by-case basis by school officials): 1) Notifying parent(s)/guardian(s); 2) Disciplinary conference; 3) Withholding of privileges (with no refund for charged privileges); 4) Temporary removal from the classroom; 5) Restriction from being on school grounds and at school activities; 6) Return of property or restitution for lost, stolen, or damaged property; 7) In-school suspension; 8) Seizure of contraband, confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules; 9) Suspension of bus riding privileges in accordance with Board policy 7:220; 10) Short Term Option Program (STOP) assignment; 11) Out-of-school suspension from school and all school activities for up to ten (10) days in accordance with Board policy 7:200, Suspension Procedures. 12) Expulsion from school and all school activities for a definite time period not to exceed two calendar years in accordance with Board policy 7:210, Expulsion Procedures. A student who has been expelled may also be restricted from being on school grounds and at school activities; 13) Notifying juvenile authorities or other law enforcement.

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/her parents/guardians to provide a password or other related account information to gain access to the student's account or profile on a social networking website.

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

CELL PHONE, SMARTPHONE, ELECTRONIC COMMUNICATION DEVICES, MOBILE INTERNET DEVICES, PERSONAL LAPTOPS, NETBOOKS (COLLINSVILLE MIDDLE SCHOOL)

Students may not have cell phones (including cell phone watches)/electronic communication devices, mobile internet devices (MID), Meta A smart glasses, personal laptops or netbooks either visible or heard while on school property beginning when they enter the building until they leave the building. These devices should not be seen or heard during school hours. The only devices authorized for use during school hours will be school issued Chromebooks. Cell phones are not to be used to contact parents during school hours. If a parent needs to be contacted, an office phone may be used.

Technological devices may not be used to invade the privacy of any student or staff member, to violate the rights of any student or staff member, or to harass any student or staff member. Actions including, but not limited to, harassing or bullying students or harassing school personnel, taking still photos or videos of other students or district employees without prior consent (ie. taking still photos or videos of other students engaged in a physical or verbal confrontation), recording an individual's voice or image without consent, transmitting still photos, audio and/or videos of other students or district employees in any manner, including but not limited to uploading them to internet websites, without prior consent, or storing/accessing personal and/or academic data without consent are prohibited and subject to disciplinary action and referral to legal authorities. Picture phones and other recording devices are banned from locker rooms, bathrooms, changing rooms and any other school facility location where a person's expectation of privacy should be respected. The possession or distribution (including attempt to obtain or distribute) lewd images (including sending, receiving, or possessing sexually explicit or otherwise inappropriate pictures or images, commonly known as 'sexting') is prohibited and subject to disciplinary action and referral to legal authorities. Students may not use technological devices to invade the privacy of any student or staff member, to violate the rights of any student or staff member, or to harass any student or staff member as described above. The following discipline actions will be used as guidelines (All disciplinary action is determined on a case-by-case basis by school officials): 1) Notifying parent(s)/guardian(s); 2) Disciplinary conference; 3) Withholding of privileges (with no refund for charged privileges); 4) Temporary removal from the classroom; 5) Restriction from being on school grounds and at school activities; 6) Return of property or restitution for lost, stolen, or damaged property; 7) In-school suspension; 8) Seizure of contraband, confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules; 9) Suspension of bus riding privileges in accordance with Board policy 7:220; 10) Short Term Option Program (STOP) assignment; 11) Out-of-school suspension from school and all school activities for up to ten (10) days in accordance with Board policy 7:200, Suspension Procedures. 12) Expulsion from school and all school activities for a definite time period not to exceed two calendar years in accordance with Board policy 7:210, Expulsion Procedures. A student who has been expelled may also be restricted from being on school grounds and at school activities; 13) Notifying juvenile authorities or other law enforcement.

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/her parents/guardians to provide a password or other related account information to gain access to the student's account or profile on a social networking website.

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

Emergency use of a cell phone, when at all possible, should have prior approval from a school administrator. Parents needing to contact their child should do so by contacting the main office at 343-2100 or via school provided email.

Violation of the school's electronics policy will result in disciplinary action.

The following discipline action will be assigned:

1st offense – Warning from School Administrator, student may pick up the electronic viewing/listening device after school;
2nd offense - 1 Detention, a parent/guardian must pick up the electronic viewing/listening device;
3rd offense – 2 Detentions, a parent/guardian must pick up the electronic viewing/listening device;
4th offense – 1 Day of In-School Supervision (ISS), parent/guardian must pick up the electronic viewing/listening device;
5th offense – 2 Days of In-School Supervision (ISS), parent/guardian must pick up the electronic viewing/listening device.
Each additional offense will result in an additional Day of STOP (ex., 6th Offense – 3 Days of STOP); parent/guardian must pick up electronic viewing/listening device. *The School District is not responsible for the loss, theft or damage of any electronic device brought to school.*

CELL PHONE, SMARTPHONE, ELECTRONIC COMMUNICATION DEVICES, MOBILE INTERNET DEVICES, PERSONAL LAPTOPS, NETBOOKS (DORRIS INTERMEDIATE & ELEMENTARY SCHOOLS)

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, Meta A smart glasses, 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 any time, except with the express permission of the building principal. During instructional time, which includes class periods and passing periods, the school day, 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. Technological devices

~~may not be used to invade the privacy of any student or staff member, to violate the rights of any student or staff member, or to harass any student or staff member. Actions including, but not limited to, harassing or bullying students or harassing school personnel, taking still photos or videos of other students or district employees without prior consent (ie. taking still photos or videos of other students engaged in a physical or verbal confrontation), recording an individual's voice or image without consent, transmitting still photos, audio and/or videos of other students or district employees in any manner, including but not limited to uploading them to internet websites, without prior consent, or storing/accessing personal and/or academic data without consent are prohibited and subject to disciplinary action and referral to legal authorities. Picture phones and other recording devices are banned from locker rooms, bathrooms, changing rooms and any other school facility location where a person's expectation of privacy should be respected. The possession or distribution (including attempt to obtain or distribute) lewd images (including sending, receiving, or possessing sexually explicit or otherwise inappropriate pictures or images, commonly known as 'sexting') is prohibited and subject to disciplinary action and referral to legal authorities. Students may not use technological devices to invade the privacy of any student or staff member, to violate the rights of any student or staff member, or to harass any student or staff member as described above. The following discipline actions will be used as guidelines (All disciplinary action is determined on a case-by-case basis by school officials): 1) Notifying parent(s)/guardian(s); 2) Disciplinary conference; 3) Withholding of privileges (with no refund for charged privileges); 4) Temporary removal from the classroom; 5) Restriction from being on school grounds and at school activities; 6) Return of property or restitution for lost, stolen, or damaged property; 7) In-school suspension; 8) Seizure of contraband, confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules; 9) Suspension of bus riding privileges in accordance with Board policy 7:220; 10) Short Term Option Program (STOP) assignment; 11) Out-of-school suspension from school and all school activities for up to ten (10) days in accordance with Board policy 7:200, Suspension Procedures. 12) Expulsion from school and all school activities for a definite time period not to exceed two calendar years in accordance with Board policy 7:210, Expulsion Procedures. A student who has been expelled may also be restricted from being on school grounds and at school activities; 13) Notifying juvenile authorities or other law enforcement. 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/her parents/guardians to provide a password or other related account information to gain access to the student's account or profile on a social networking website.~~
~~The school and school district are not responsible for the loss, theft or damage to any electronic device brought to school.~~

Commented [BH9]: Revised Handbook Language as recommended by CUSD10 District and School Administration.
Delete previous personal technology language and replace with new personal technology language.

CELL PHONES, SMARTPHONES, HEADPHONES, EARBUDS, ELECTRONIC COMMUNICATION DEVICES, MOBILE INTERNET DEVICES, META A SMART GLASSES, PERSONAL LAPTOPS, NETBOOKS

The Collinsville CUSD10 personal electronic devices policy has been developed to increase learning, improve mental health, and foster community in our classrooms and schools. Research has shown that limiting personal electronic device use during instructional time creates a more focused, engaging, and supportive learning environment, by minimizing disruptions, helping to prevent cyberbullying, and encouraging in-person social interactions among students. In addition to the academic benefits, personal electronic device limitations help to improve students' mental health by reducing students' exposure to social media during the school day.

The use of electronic devices and other technology at school is a privilege, not a right. An electronic device includes, but is not limited to, the following: cell phone, smartphone, headphone, earbuds, audio or video recording device, Meta AI smart glasses, personal digital assistant (PDA), iPod©, iPad©, laptop computer, tablet computer or other similar electronic device. Students are prohibited from using electronic devices, except as provided herein (or otherwise determined by federal or state statutes or as outlined in Illinois School Code).

Collinsville High School

During instructional time, during passing periods or in academic areas (to include study halls), personal electronic devices must be kept powered-off and out-of-sight. During instructional time, during passing periods and in academic areas (to include study halls), these personal devices should not be seen or heard. Students are allowed to use personal electronic devices prior to the first bell at 7:40AM and in the cafeteria/cafeteria patio during the student's assigned lunch period. Students may not have Meta AI smart glasses within the school during the school day. School issued Chromebooks may be used during instructional time as permitted by the classroom instructor.

Collinsville Middle School, Dorris Intermediate School, Elementary Schools

During the school day, personal electronic devices must be kept powered-off and out-of-sight. Students may not have personal electronic devices either visible or heard while on school property beginning when they enter the building until they leave the building. These devices should not be seen or heard during school hours. School issued Chromebooks may be used during instructional time as permitted by the classroom instructor. Cell phones are not to be used to contact parents during school hours. If a parent needs to be contacted, an office phone may be used.

All disciplinary action is determined on a case-by-case basis by school officials. Students may be subject to the following disciplinary actions for violation of the Cell Phone, Smartphone, Electronic Communication Devices, Mobile Internet Devices, Personal Laptops, Netbooks policy: 1) Notifying parent(s)/guardian(s); 2) Disciplinary conference; 3) Withholding of privileges (with no refund for charged privileges); 4) Temporary removal from the classroom; 5) Restriction from being on school grounds and at school activities; 6) Return of property or restitution for lost, stolen, or damaged property; 7) Detention; 8) In-school suspension; 9) Seizure of contraband, confiscation and temporary retention of personal property that was used to violate this policy or school disciplinary rules; 10) Suspension of bus riding privileges in accordance with Board policy 7:220; 11) Short Term Option Program (STOP) assignment; 12) Out-of-school suspension from school and all school activities for up to ten (10) days in accordance with Board policy 7:200, Suspension Procedures. 13) Expulsion from school and all school activities for a definite time period not to exceed two calendar years in accordance with Board policy 7:210, Expulsion Procedures. A student who has been expelled may also be restricted from being on school grounds and at school activities; 14) Notifying juvenile authorities or other law enforcement.

Technological devices may not be used to invade the privacy of any student or staff member, to violate the rights of any student or staff member, or to harass any student or staff member. Actions including, but not limited to, harassing or bullying students or harassing school personnel, taking still photos or videos of other students or district employees without prior consent (ie. taking still photos or videos of other students engaged in a physical or verbal confrontation), recording an individual's voice or image without consent, transmitting still photos, audio and/or videos of other students or district employees in any manner, including but not limited to uploading them to internet websites, without prior consent, or storing/accessing personal and/or academic data without consent are prohibited and subject to disciplinary action and referral to legal authorities. Picture phones and other recording devices are banned from locker rooms, bathrooms, changing rooms and any other school facility location where a person's expectation of privacy should be respected. The possession or distribution (including attempt to obtain or distribute) lewd images (including sending, receiving, or possessing sexually explicit or otherwise inappropriate pictures or images, commonly known as 'sexting') is prohibited and subject to disciplinary action and referral to legal authorities. Students may not use technological devices to invade the privacy of any student or staff member, to violate the rights of any student or staff member, or to harass any student or staff member as described above.

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/her parents/guardians to provide a password or other related account information to gain access to the student's account or profile on a social networking website.

The School District is not responsible for the loss, theft or damage of any electronic device brought to school.

Commented [BH10]: Add detention as an option for discipline intervention for violation of policy.

Commented [BH11]: Revised language as recommended by school principals.

CHANGE OF ADDRESS

Any change in the student's address or phone number must be reported to the Collinsville Unit 10 Enrollment Office as promptly as possible. Any change in the student's address requires proper documentation. This enables the school to send all mail to the proper address and to contact the home when necessary.

CHARACTER EDUCATION

Collinsville Unit 10 School District is a proud participant of the Characterplus Way for Southern Illinois. This program is a Madison County, IL Character Education partnership with the U.S. Department of Education (Office of Safe and Drug Free Schools). This initiative integrates Character Education into the school's mission, policies, professional development and academic curricula. Consequently, it becomes a critical component in student learning. We believe that one of the most important functions of schools is to reflect and reinforce positive character traits and to teach the rights and responsibilities of citizenship. Working in partnership with our community, we hope to improve each student's chances of experiencing life-changing success.

CLASSIFICATION OF STUDENTS (COLLINSVILLE HIGH SCHOOL)

Students enrolled at Collinsville High School are classified according to the number of credits earned in the following manner:

0 – 4.75 credits	Freshman Classification	10.0 – 14.75 credits	Junior Classification
5.0 – 9.75 credits	Sophomore Classification	15.0 + credits	Senior Classification

CLASSROOM PLACEMENT/STUDENT ASSIGNMENT (DORRIS INTERMEDIATE & ELEMENTARY SCHOOLS)

Placements of students in a particular class is left to the discretion of the building principal. The educational and administrative staff makes all efforts to create equitable classes. Several variables are considered when creating class assignments each year. In order to assist each student in being successful, consideration is given to the learning style of each individual child.

CLOSED CAMPUS (COLLINSVILLE HIGH SCHOOL)

Collinsville High School maintains a closed campus. Upon arrival to school, regardless of means of transportation (ie. car, bus, walking), students are required to remain on campus and must report to supervised areas. Students must remain on campus until school dismissal. except for: 1) Approved early dismissals (see Attendance Policy-Early Dismissal), 2) Co-op academic obligations and 3) Excused early dismissal from an administrator. Once school begins, students shall not enter parking lots or other 'restricted' areas without prior written permission from the main office. A restricted area is defined as any area other than which is listed on the student's schedule. Students shall not loiter at any time in restrooms, parking lots, and 'restricted areas'.

During the school day, students must have administrative permission to go to the parking lot. Students who leave campus after proper clearance (home and school) must sign out in the high school office, stating their name, reason for leaving and time of departure. Any student who leaves school without following proper 'Early Dismissal' school procedures will be considered truant and may lose their driving privileges for the remainder of the year.

During inclement weather, students arriving on campus before 7:45 A.M. may be permitted in the cafeteria and/or cafeteria lobby. Students will not be permitted to: 1) Enter the Main Building, 2) Remain on the parking lots or in vehicles, and 3) Congregate by the front of the building. Students remaining on campus after the conclusion of the school day are restricted to reserved areas of the building or grounds.

CODE OF CONDUCT FOR ATHLETICS (COLLINSVILLE HIGH SCHOOL)

PURPOSE

This code has been adopted by the Board of Education of Collinsville Community Unit School District Number Ten (10) and applies to all students in grades 9-12 who desire to participate in athletics and student extracurricular activities. This code applies to all events 24/7 365 days during the calendar year (and summer practice season) and not just during the specific sport season (see Rules in Effect). The Board of Education believes the use of tobacco, alcohol or other performance altering substances by a student who participates in athletics and student activities and the use of prescription medication when not prescribed for the student for a particular and appropriate medical purpose or used inconsistent with the physician's recommended dosage, presents a hazard to the health, safety and welfare of the student and to those with whom the student participates or competes.

The Board of Education also believes that students should be held to high standards of conduct with regard to other prohibited behaviors as detailed in the Collinsville Unit 10 District Handbook. Any student that is involved in acts of gross disobedience and misconduct will be subjected to the penalties outlined in this code of conduct. These acts may include, but are not limited to: fighting, vandalism, theft, harassment, hazing, the use, possession, distribution, or attempted distribution of any tobacco products and/or illegal/nonprescription or prescription drugs, look–alike drugs; or use, distribution or sale of alcoholic beverages, the setting off of a fire alarm; and/or the possession/use or threat to use a weapon. Students are prohibited from being physically present at any location where there is illegal use or possession of drugs or any location where there is the underage consumption/possession of alcohol. When there is underage consumption/possession of alcohol and/or use or possession of illegal drugs in any form at any location, the student is required under this policy to immediately leave the location and must report the incident to the Athletic Director or school administrator within 24 hours. A student's failure to immediately depart the location and/or failure to report the incident to the Athletic Director or school administrator within 24 hours shall constitute a violation of this policy and will subject the student to Level A or Level B disciplinary action. The Board of Education has determined that participation in athletics and student activities is a privilege, not a right. With the privilege to participate come certain responsibilities. If a student fails to comply with the terms of this policy, the privilege to participate in athletics, and/or student activities may be lost in accordance with the terms of this policy. It is the sincere intent of the Board of Education to establish a policy that encourages students to practice good health habits and appropriate responsible behavior. The Board of Education has attempted to adopt a policy that protects the safety and integrity of the student body as well as the participants in athletics and student activities.

SPECIAL RULES RELATED TO CRIMINAL FELONY CHARGES/OFFENSES

Southwestern Conference member districts shall monitor student athletes and take immediate corrective action against any student athlete using taunting, unsportsmanlike and/or threatening language at a Southwestern Conference event. The Southwestern Conference prohibits students from participating in conference events if the student is charged with a criminal felony offense or an offense, which would be a felony if committed by an adult, or a misdemeanor offense as listed in Section 24-1, 24-3, or 24-3.1 of the Criminal Code, pertaining to weapons and firearms. The student shall remain ineligible to participate in conference events until the criminal charge(s) are adjudicated or dismissed. A student convicted of a felony or adjudicated delinquent for an offense which would be a felony if committed by an adult, or a misdemeanor offense as listed in Section 24-1, 24-3 or 24-3.1, of the Criminal Code, pertaining to weapons and firearms shall be ineligible to participate in Southwestern Conference events for a period of one calendar year from the date of conviction. District 10 will apply this Southwestern rule to all students participating in all non-conference events and extracurricular activities.

CODE OF CONDUCT VIOLATION

A student's participation in athletic events and extracurricular activities is a privilege not a right. The athletic director and/or building administrator shall conduct an investigation of charges that an athlete has engaged in any act of gross disobedience or misconduct. The athletic director and/or building administrator shall make a preliminary determination, based upon the results of the investigation, as to whether prohibited conduct has, in fact, occurred. Once a determination that an act of gross disobedience or misconduct has occurred, the Code of Conduct Committee will convene to determine athletic disciplinary action. The committee will consist of the Athletic Director, the Assistant Athletic Director, the building Principal or another administrator designated by

the Principal, and a minimum of one (1) Varsity Coach to be determined by the Principal and/or Athletic Director. Pending the Code of Conduct Committee review, the athletic director and/or building administrator shall suspend the student athlete from participation in all athletic competition. As soon as possible, the student and his/her parent(s)/guardian(s) will be notified of all charges and disciplinary action (including, but not limited to, suspension and/or removal from the team). The student and his/her parent(s)/guardian(s) may respond in writing to the charge(s) and disciplinary action taken for review by the Superintendent and/or his/her designee. This opportunity to have a review of the disciplinary action is the final step in this process. If a student is charged with an offense reported to the District pursuant to a reciprocal reporting agreement with local law enforcement and that offense is not already listed below as a Level A, B or C Offense, the student will be excluded from participating in all athletic and extracurricular activities for a period of time determined appropriate by the Administration.

VIOLATION LEVELS DEFINED:

Level A Offense: Includes, but is not limited to, the use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, or being under the influence of alcohol; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase or being under the influence of marijuana or any controlled drug or controlled substance unless authorized under board policy and Ashley's law; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase or being under the influence of a harmful, illegal or across the counter drug; The use, possession, distribution (including attempt to use, obtain or distribute), sale, or purchase of any performance enhancing substance on the Illinois High School Association's most current banned substance list (unless administered in accordance with a prescription); The use, possession, distribution (including attempt to use, obtain or distribute) sale, or purchase of any inhalant (or paraphernalia for an inhalant), regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system.; The use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances unless authorized under board policy and Ashley's law; The use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of "look-alike" or counterfeit drugs, including a substance not containing an illegal drug or controlled substance, but one: (a) that a student believes to be, or represents to be, an illegal drug or controlled substance; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug or controlled substance; The use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of any weapons (including guns and knives and/or look alike weapons).

Level B Offense: Includes, but is not limited to, the use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of any tobacco products; (including electronic cigarettes); Theft or the vandalizing personal or school property; Any violation of the CHS Bullying, Intimidation, Hazing, Sexual Harassment, Fighting, Threat of Violence policy as outlined in the CHS Student and Parent Handbook; Activity that may be considered by the Code of Conduct Committee to be unsportsmanlike conduct (such conduct may include, but is not limited to, violation of team rules, profanity, disrespect, including behaviors verbal or in writing that are abusive or derogatory in nature, etc.); Such conduct may occur on or off-campus and during non-participation in an activity governed by this section.

For purposes of these rules, the term "possession" includes being physically present at a student party or social gathering in which there is underage possession or use of alcohol or possession or use of illegal substances and failing to immediately depart the location and file a report with the Athletic Director or school administrator within 24 hours; or having control, custody, or care, currently or in the past, of an object or substance, including situations in which the item is: (a) on the student's person; (b) contained in another item belonging to, or under the control of, the student, such as in the student's clothing, backpack, or automobile; (c) in a school's student locker, desk, or other school property; (d) at any location on or off school property or at a school-sponsored event; or (e) in the case of drugs and alcohol, substances ingested by the person. Students who have consumed any prohibited substance are treated as though they have the prohibited substance, as applicable, in their possession.

The costs associated with any assessment, educational program, or treatment referred to herein shall be borne exclusively by the student and their parent(s)/guardian(s).

RULES IN EFFECT

This Code of Conduct will be enforced on a year-round basis — student behavior expectations may be enforced 24 hours per day/seven days per week. Disciplinary consequences for violations when a student is "out of season" or during the summer normally will be levied in the student's next period of competition or performance. If a violation of this policy occurs during times when school is not in session (i.e., summer break), students may be disciplined the following school year. Further, discipline imposed at the end of the school year may be enforced the following school year. The disciplinary actions for the Code of Conduct violations are the minimum that can be taken. A coach's policies may exceed the listed disciplinary actions. Coaching policies shall be kept on file in the athletic director's office. Student athletes who are suspended from the team but not school may attend games dressed in street clothes and sit with the team.

The athlete must attend all practices and contests during the time he/she is serving the disciplinary consequence. The student must complete the sport season for the consequences to be considered served. Students are prohibited from circumventing the penalty by enrolling in a sport in which he or she has not participated in previous years. In determining the timing of the disciplinary consequence, the Administration shall take into consideration the student's participation in athletics and activities from prior years.

Athletes quitting the team during the season will not be permitted to join another team during that season unless mutually agreed upon by both coaches. Further, any participant who has an outstanding obligation to another sport will not be permitted to participate until the obligation has been satisfied. A student must be academically eligible at the end of the season and finish the season as a team member in good standing with the CHS Athletic Department and CHS school administration (ie. not in violation of the Code of Conduct policy) to receive a CHS Athletic Letter and/or other CHS Athletic awards for that season.

GUIDELINES FOR ATHLETIC CODE OF CONDUCT VIOLATIONS

Suspensions may be for greater or lesser periods, depending upon the severity of the violation involved.

	LEVEL A OFFENSE	LEVEL B OFFENSE
FIRST OFFENSE	The student shall be suspended for twenty two percent (22%) of the contests scheduled for the athletic activity, with limitations as set forth by the IHSA.	The student shall be suspended from all athletics for a period of eleven percent (11%) of the contests scheduled for the athletic activity, with limitations as set forth by the IHSA.
SECOND OFFENSE	The student shall be suspended for fifty percent of the season if found to have committed 2 level A offenses, with limitations as set forth by the IHSA.	The student shall be suspended for twenty two percent (22%) of the contests scheduled for the athletic activity, with limitations as set forth by the IHSA.
THIRD OFFENSE	The student shall be suspended from the athletic program (practices and scheduled contests) for the remainder of his/her high school career.	The student shall be suspended from the athletic program (practices and scheduled contests) for a period of 365 days from the point of the violation.
FOURTH OFFENSE		The student shall be suspended from the athletic program (practices and scheduled contests) for the remainder of his/her high school career.

Parent(s)/guardian(s) must sign the Student/Parent Handbook Receipt during the online registration process. The signing of the Handbook (which includes the aforementioned Athletic Code of Conduct) will remain in effect for one full calendar year. Eight semesters of high school is a student's maximum length of eligibility.

CODE OF CONDUCT FOR STUDENT ACTIVITIES (COLLINSVILLE HIGH SCHOOL)

Confirmed violations are defined as violations that have been verified by the Athletic Director/Administration through investigation and with possible involvement of the School Resource Officer/Civil Authorities.

PURPOSE

The staff of Collinsville High School believes strongly in the education value of all school sponsored activities. The important goals of the activities programs are to give students direction in developing healthy living habits, self-discipline, leadership, teamwork, and respect for rules and regulations. Participation in student activities is considered an extension of, but separate from, the regular high school program. While the regular curricular program is a right afforded to each student, participation in the co-curricular program is a privilege and such carries certain expectations and responsibilities beyond those found in the normal classroom situation. It is to these ends that a code of conduct is established for young people taking part in the student activities program. This code applies to all events during the school year and not just during the specific activity/club season.

EXPECTATION (REQUIREMENTS)

Students involved in extracurricular clubs and activities are expected to: 1) Comply with all organizational bylaws; 2) Adhere to all rules set forth in the student handbook; 3) Refrain from the use or possession of alcohol and other controlled substance (drugs)

in accordance with the provisions of school policies; 4) Exhibit conduct becoming a CHS representative including respect of persons and property at all times; 5) Any student nominated for a position in the coronation court, honor society, offices nominated by staff, faculty and student body must not have had any disciplinary referrals for the year (exception - tardies to school).

PROCEDURES FOR A BREACH OF THE CODE OF CONDUCT

For violations of the Activities Code of Conduct (due to violation of the expectations listed above), the class/club sponsor will discuss/initiate the appropriate disciplinary action after consultation with the Assistant Principal. The Assistant Principal will then inform the student's parent or guardian of the violation and resulting disciplinary action. Further, when necessary, the Principal or designee will inform other sponsors.

CODE OF CONDUCT FOR ATHLETICS/STUDENT ACTIVITIES (COLLINSVILLE MIDDLE SCHOOL)

The Board of Education, the Administration, and the Coaches and Sponsors of all co-curricular activities at Collinsville Middle School (CMS) have high expectations of those who represent our school on all teams and in all other activities. CMS students involved in co-curricular activities are expected to conduct themselves in a manner that reflects integrity on themselves, their group/team, and the school. Participation in the CMS co-curricular activities program is considered a privilege, not a right.

You should be aware that this code does not contain a complete list of inappropriate behavior as a CMS participant. In addition to the things listed, CMS participants will be expected to demonstrate excellent conduct in their classrooms, in the community, and in the activities themselves. Nothing less is acceptable.

The Board of Education, the Administration, and the Coaches and Sponsors of Collinsville Middle School consider the following as violations of the ideals of the CMS co-curricular program that warrant the indicated actions.

1. Confirmed involvement in the use or possession of a controlled substance.
2. Confirmed involvement in the use or possession of an alcoholic beverage.
3. Violation of the rules and regulations of CMS or Unit 10 that result in an out of school suspension three days or greater.

First Offense – Participant may be suspended from the activity for a period of up to two (2) weeks.

Second Offense – Participant may be excluded from all teams or other co-curricular activities for a period of one (1) calendar year.

Third Offense – Participant may be excluded from activities for the remainder of his/her middle school career.

*Note: Each Offense also may involve school discipline as well at the administration's discretion.

The above violations are cumulative during the Participant's middle school career.

The Board of Education, the Administration, and the Coaches and Sponsors of Collinsville Middle School consider the following as violations of the ideals of CMS co-curricular activity program which warrant the indicated actions.

1. Smoking or any use of any kind of tobacco products.
2. Stealing or vandalizing personal or school property.

First Offense – Participant may be suspended from activities for a period of up to two (2) weeks.

Second Offense – Participant may be suspended from activities for a period of ninety (90) calendar days.

Third Offense – Participant may be excluded from activities for a period of one (1) calendar year.

*Note: Each Offense also may involve school discipline as well at the administration's discretion.

The Board of Education, the Administration, and the Coaches and Sponsors of Collinsville Middle School consider the following as violations of the ideals of the CMS co-curricular program that warrant the indicated actions.

1. Violation of the rules and regulations of CMS that result in a suspension of five (5) days or fewer, either in school or out of school.
2. Unexcused absence from a contest.
3. Unexcused absence from practice.
4. Misconduct at practice, at contest/activity, or on an activity bus.
5. Any action(s) that is detrimental to the co-curricular program at CMS.

First Offense – Punishment will be determined by the coach/sponsor after consultation with the Principal.

Second Offense – Will be suspended from the team. Length of time will be determined by the coach/sponsor after consultation with the Principal.

*Note: Each Offense also may involve school discipline as well at the administration's discretion.

The disciplinary actions for the various violations listed in this code are the minimum actions that can be taken. A coach or sponsor's policy can exceed the listed disciplinary action when such information has been provided to the athlete in that coach or sponsor's activity. During a period of suspension, the participant is to continue to participate in the activity during practice sessions or other meetings. A student who has been suspended from school is also suspended from participation in all extracurricular and athletic activities for the duration of the suspension. A student who is absent from school on a Friday before a Saturday event may be withheld from Saturday extracurricular or athletic activities at the sole discretion of the designated teacher, sponsor or coach.

Parent(s)/guardian(s) must sign the Student/Parent Handbook Receipt during the online registration process. The signing of the Handbook (which includes the aforementioned Athletic Code of Conduct) will remain in effect for one full calendar year.

COLLEGE AND CAREER READINESS

Collinsville CUSD 10 will begin following the Illinois State Board of Education guidelines on the collection and retention of CCRI data for all students in applicable grade levels beginning with the school year 2020-2021. Students are expected to make reasonable efforts to complete CCRI and reasonably participate in data collection. Supplemental information about CCRI can be found on the district website at www.kahoks.org.

COMPUTER AND INTERNET ACCEPTABLE USE POLICY

ACCEPTABLE USE OF DISTRICT ELECTRONIC NETWORKS

All use of electronic network use must be consistent with Collinsville School District's goal of promoting educational excellence by facilitating resource sharing, innovation, and communication. These rules do not attempt to state all required or proscribed behavior by users. However, some specific examples are provided. The failure of any user to follow these rules will result in the loss of privileges, disciplinary action, and/or appropriate legal action.

In accordance with federal law, the district provides CIPA (*Children's Internet Protection Act*) compliant web filtering for students on any Internet connected device within the boundaries of the district network. The district recognizes that although the Internet and online services afford access to legitimate sources of information for academic and educational purposes, these resources can also afford access to materials which may be illegal, obscene or indecent. The district will make every effort to protect students from inappropriate material while still allowing access to valuable academic content. All users must be aware that the use of the district's electronic networks and systems may result in public disclosure of the data and information associated with those systems under the *Illinois Freedom of Information Act*.

Terms and Conditions - The term *electronic networks* includes all of the District's technology resources, including, but not limited to: 1) The District's local-area and wide-area networks, including wireless networks (Wi-Fi), District-provided Wi-Fi hotspots, and any District servers or other networking infrastructure; 2) Access to the Internet or other online resources via the District's networking infrastructure or to any District-issued online account from any computer or device, regardless of location; 3) District-owned and District-issued computers, laptops, tablets, phones, or similar devices.

Acceptable Use - Access to the electronic network must be: (a) for the purpose of education or research, and be consistent with the District's educational objectives, or (b) for legitimate business use.

Privileges - The use of the electronic network is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges, disciplinary action, and/or appropriate legal action. The system administrator or Building Principal will make all decisions regarding whether or not a user has violated these procedures and may deny, revoke, or suspend access at any time. His or her decision is final.

Unacceptable Use - The user is responsible for his or her actions and activities involving the electronic networks. Some examples of unacceptable uses are: 1) Using the electronic networks for any illegal activity, including violation of copyright or other intellectual property rights or contracts, or transmitting any material in violation of any State or federal law; 2) Using the electronic networks to engage in conduct prohibited by board policy; 3) Unauthorized downloading of software or other files, regardless of whether it is copyrighted or scanned for malware; 4) Unauthorized use of personal removable media devices (such as flash or thumb drives); 5) Downloading of copyrighted material for other than personal use; 6) Using the electronic networks for private financial or commercial gain; 7) Wastefully using resources, such as file space; 8) Hacking or attempting to hack or gain unauthorized access to files, accounts, resources, or entities by any means; 9) Invading the privacy of individuals, including the unauthorized disclosure, dissemination, and use of information about anyone that is of a personal nature, such as a photograph or video; 10) Using another user's account or password; 11) Disclosing any network or account password (including your own) to any other person, unless requested by the system administrator; 12) Posting or sending material authored or created by another without his/her consent; 13) Posting or sending anonymous messages; 14) Creating or forwarding chain letters, spam, or other unsolicited messages; 15) Using the electronic networks for commercial or private advertising; 16) Accessing, sending, posting, publishing, or displaying any abusive, obscene, profane, sexual, threatening, harassing, illegal, or knowingly false material; 17) Misrepresenting the user's identity or the identity of others; and 18) Using the electronic networks while access privileges are suspended or revoked.

Network Etiquette - The user is expected to abide by the generally accepted rules of network etiquette. These include, but are not limited to, the following: 1) Be polite. Do not become abusive in messages to others. 2) Use appropriate language. Do not swear, or use vulgarities or any other inappropriate language. 3) Do not reveal personal information, including the addresses or telephone numbers of students or colleagues. 4) Recognize that electronic mail (e-mail) is not private. People who operate the system have access to all mail. Messages relating to or in support of illegal activities may be reported to the authorities. 5) Do not use the network in any way that would disrupt its use by other users. 6) Consider all communications and information accessible via the network to be private property.

No Warranties - The school and district make no warranties of any kind, whether expressed or implied, for the service it is providing. The school and district are not responsible for any damages the user suffers. This includes loss of data resulting from delays, non-deliveries, missed-deliveries, or service interruptions caused by its negligence or the user's errors or omissions. Use of any information obtained via the Internet is at the user's own risk. The school and district specifically deny any responsibility for the accuracy or quality of information obtained through its services.

Indemnification - By using the District's electronic networks, the user agrees to indemnify the District for any losses, costs, or damages, including reasonable attorney fees, incurred by the District relating to, or arising out of, any violation of these procedures.

Security - Network security is a high priority. If the user can identify or suspects a security problem on the network, the user must promptly notify the system administrator or Building Principal. Do not demonstrate the problem to other users. Keep user account(s) and password(s) confidential. Do not use another individual's account without written permission from that individual. Attempts to log-on to the network as a system administrator will result in cancellation of user privileges. Any user identified as a security risk may be denied access to the networks.

Vandalism - Vandalism will result in cancellation of privileges and other disciplinary action. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or any other network. This includes, but is not limited to, the uploading or creation of malware, such as viruses and spyware.

Telephone Charges - The District assumes no responsibility for any unauthorized charges or fees, including telephone charges, long-distance charges, per-minute surcharges, and/or equipment or line costs.

Copyright Web Publishing Rules - Copyright law and District policy prohibit the re-publishing of text or graphics found on the Internet or on District websites or file servers/cloud storage without explicit written permission.

1) For each re-publication (on a website or file server) of a graphic or a text file that was produced externally, there must be a notice at the bottom of the page crediting the original producer and noting how and when permission was granted. If possible, the notice should also include the web address of the original source; 2) Students engaged in producing web pages must provide library media specialists with email or hard copy permissions before the web pages are published. Printed evidence of the status of *public domain* documents must be provided; 3) The absence of a copyright notice may not be interpreted as permission to copy the materials. Only the copyright owner may provide the permission. The manager of the website displaying the material may not be considered a source of permission; 4) The *fair use* rules governing student reports in classrooms are less stringent and permit limited use of graphics and text; 5) Student work may only be published if there is written permission from both the parent/guardian and student.

Use of Email – The District's email system, and its constituent software, hardware, and data files, are owned and controlled by the District. The District provides email to aid students in fulfilling their duties and responsibilities, and as an education tool.

1) The District reserves the right to access and disclose the contents of any account on its system, without prior notice or permission from the account's user. Unauthorized access by any student to an email account is strictly prohibited; 2) Each person should use the same degree of care in drafting an email message as would be put into a written memorandum or document. Nothing should be transmitted in an email message that would be inappropriate in a letter or memorandum; 3) Electronic messages transmitted via the District's Internet gateway carry with them an identification of the user's Internet *domain*. This domain is a registered name and identifies the author as being with the District. Great care should be taken, therefore, in the composition of such messages and how such messages might reflect on the name and reputation of the District. Users will be held personally responsible for the content of any and all email messages transmitted to external recipients; 4) Any message received from an unknown sender via the Internet, such as spam or potential phishing emails, should either be immediately deleted or forwarded to the system administrator. Downloading any file attached to any Internet-based message is prohibited unless the user is certain of that message's authenticity and the nature of the file so transmitted; 5) Use of the District's email system constitutes consent to these regulations.

Internet Safety - Internet access is limited to only those *acceptable uses* as detailed in these procedures. Internet safety is supported if users will not engage in *unacceptable uses*, as detailed in these procedures, and otherwise follow these procedures. Staff members will supervise students while students are using District Internet access to ensure that the students abide by the *Terms and Conditions* for Internet access contained in these procedures. Each District computer with Internet access has 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 system administrator and Building Principals shall monitor student Internet access.

CHROMEBOOK STUDENT USER AGREEMENT

The policies, procedures, and information within this document apply to all Chromebooks used at Collinsville School District by students, including any other device considered by the administration to fall under this policy. Teachers may set additional requirements for Chromebook use in their classroom.

Chromebook Loan - The Chromebooks are owned and maintained by Collinsville School District. Your use is limited to and conditional upon your full and complete compliance with the Computer and Internet Acceptable Use Policy.

Financial Responsibility for Loss or Damage - If the Chromebook is damaged, lost, or stolen, the student's parent or guardian may be responsible for the cost of repair or the value of the Chromebook. Loss by theft must be reported to the district by the next school day after the occurrence. Charges will be assessed for stolen Chromebooks unless a police report has been filed.

Chromebook Repair - Students are responsible for the general care of the Chromebook they have been issued by the school. Chromebooks that are broken or fail to work properly should be reported to a teacher or Chrome Depot.

School Use - Chromebooks are intended for use at school each day. Students who take them home are responsible for bringing their Chromebooks back to school fully charged on the following day unless advised not to do so by their teachers or administrators.

Operating System - Students may not use or install any operating system on their Chromebook other than the current version of Chrome OS that is supported and managed by the technology department. The Chromebook operating system, Chrome OS, updates itself automatically. Students do not need to manually update their Chromebooks.

Privacy - Students have no expectation of confidentiality or privacy with respect to any usage of a Chromebook. The school district may, without prior notice or consent, log, supervise, access, view, monitor, and record use of issued Chromebooks at any time for any reason related to the operation of the district. By using a Chromebook, students agree to such access, monitoring, and recording

of their use. Teachers, school administrators, and the technology department staff may use monitoring software that allows them to view the activity on student Chromebooks.

Term of Agreement - Your right to use and possess the Chromebook terminates no later than the last day of the school year, unless terminated earlier by the district.

Charging Batteries - Chromebooks should be brought to school each day in a fully-charged condition. You need to charge your Chromebooks each evening. In cases where the use of the Chromebook has exceeded battery life during the course of the day, you will be able to connect your computer to a power outlet in an area of the school if available. **CHARGERS SHOULD REMAIN AT HOME.**

Storing Your Chromebooks - You may take your Chromebook home every day after school regardless of whether or not it is needed. You must also store your Chromebook in the provided case or your backpack when moving from one area of the building to another and when taking your Chromebook to and from home.

Printing -

At School: Chromebooks will not support a physical printer connection. Printing functionality may be available and subject to classroom requirements. Teaching strategies will facilitate digital copies of work.

At Home: The Chromebook will not support a physical printer connection. Instead, users may print to their home printers using the Google Cloud Print service. A wireless home network is required for this. (See http://google.com/cloudprint for more information.) In very few cases will printing be needed, if at all.

Managing Your Files and Saving Your Work - The majority of student work will be stored in Internet/cloud-based applications and can be accessed from any computer with an Internet connection. The district will not be responsible for the loss of any student work.

Failure to Comply - The Chromebook is the sole property of CUSD. It is on loan to the student for the school year and can be requested to be returned at any time. Failure to comply with the terms of the Chromebook User Agreement will result in disciplinary action and loss of privileges.

Loaning or Borrowing Chromebooks - The student will not lend their Chromebook to another student, borrow a Chromebook from another student, and will not share their password with another student. Access to another student's account or Chromebook is strictly prohibited and is unacceptable.

Illegal Downloading - Illegal downloading and distribution of copyrighted works are serious offenses that carry with them the risk of substantial monetary damages and, in some cases, criminal prosecution. Copyright infringement could lead to limitation or suspension of district Internet services. The student's Chromebook will be confiscated if the student is found with illegally downloaded or distributed files on his or her issued device.

Damage Policy -

Chromebooks will remain the property of Collinsville Community Unit 10 School District until the Chromebook becomes available for purchase according to the approved buyout schedule. Vandalizing, defacing, or otherwise damaging the Chromebook at any time while on loan to the student will result in fees being assessed. The student will be issued a loaner while repairs are completed and will receive the original Chromebook back only after the fees have been paid. In the event that the student leaves the district, the Chromebook, charger, and case must be returned immediately, or the device may be reported stolen to local law enforcement.

Damage Fee Breakdown:

CB screen - $25
CB charger - $25
Keyboard - $25
Edge/bezel/cover/hinges - $25
CB protective case - $50
CB lost/stolen/not-returned/irreparable - $200

PERMISSION TO USE VR (Virtual Reality) HEADSETS (Grades K-6)

The Collinsville School District Technology Department has purchased VR Headsets to enhance educational topics. The district has made every effort to consider students' health and safety at all times. There are certain precautions associated with the use of the VR headsets. Those include:

1) Operating the VR system in a safe environment and under adult supervision.

2) Not using/discontinuing the use of the headsets if suffering from any of the conditions/symptoms listed in the health and safety warnings (seizure disorder, binocular vision abnormalities, Epilepsy, loss of balance, disorientation, drowsiness, nausea, motion sickness or discomfort in the head or eyes).

If you have any questions about the headsets, contact your child's school. If you wish to exclude your student from activities involving the VR headsets, please contact your child's teacher.

CONFISCATED PERSONAL ITEMS

Any items that interfere with the learning process or pose a safety concern may be confiscated and turned over to the school office. Offenses may result in disciplinary action as determined on a case-by-case basis by school administrators. Schools are not responsible for lost, stolen, or damaged personal items.

CORRIDOR COURTESY

In order to help maintain a safe and positive school climate, we encourage all students to follow the set guidelines for passing between classes in the hallways: 1) Keep corridors open to traffic by walking to the right - running in the building is prohibited; 2) Do not block traffic by standing in groups; 3) Do not sit on the floors or stairwells; 4) Pass through the halls quietly; 5) Be considerate of others; 6) Do not carry food and/or drink in the hallways, 7) Discard trash in containers provided; 8) Keep your school clean by picking up paper from the floor; 9) Leave the building in an orderly manner when exiting.

COUNSELING SERVICES (COLLINSVILLE HIGH SCHOOL)

School counselors, school social workers, school psychologists, and the IEP coordinator will ensure all students will have access to and receive support for their academic, career, and social/emotional development through the delivery of classroom lessons, small groups, individual student meetings, and responsive services.

Confidentiality Guidelines

Confidentiality is an important part of the work social-workers, school psychologists and school counselors conduct with students. Please remember that counselors, social workers, psychologists and the IEP coordinator will adhere to professional guidelines and ethics for practice (ISBE, NASW, NASP, and ASCA), when providing services to services in either a face to face or virtual format. Interactions and conversations with students are confidential unless the following is disclosed: 1) Harm to Self or Others: This includes students who report a plan to harm themselves or others or a plan that puts the safety of others at imminent risk; 2) Abuse or Neglect: If a student talks about abuse (physical, emotional, verbal, sexual, or other) whether to themselves or to another minor, it is required by law to report the abuse to the Department of Children and Families and possibly the police. If a student discloses about an abuse case that has already been addressed by DCFS or the police, there may still be a need to make a report; 3) Court or Other Legal Proceedings: In accordance with law, if a counselor is subpoenaed, information is not guaranteed to be kept confidential. Staff will cooperate with local law enforcement, DCFS, social service agencies and the courts, as required by law.

CURRICULA (COLLINSVILLE MIDDLE SCHOOL)

The academic courses taught at Collinsville Middle School are in the following major academic fields:

Grade Seven Required Courses

Language Arts – 5 days a week for 1 year; ~~Health – 5 days a week for one semester~~; Mathematics – 5 days a week for 1 year; Physical Education – 5 days a week for 1 year; Science – 5 days a week for 1 year; Social Studies – 5 days a week for 1 year

Grade Seven Elective Courses

Band –As needed throughout the week; Choir –5 days a week for 1 year; Health – 5 days a week for one semester. **(Quarter Classes, 5 days a week):** Music Appreciation, ~~Health-Wellness-Emotional/Mental Health~~, Math (STEM)

Grade Eight Required Courses

Language Arts – 5 days a week for 1 year; Mathematics – 5 days a week for 1 year; Physical Education – 5 days a week for 1 year; Science – 5 days a week for 1 year; Social Studies – 5 days a week for 1 year

Grade Eight Elective Courses

Band – As needed throughout the week; Choir –5 days a week for 1 year. **Quarter Classes, 5 days a week:** Art, Spanish, Career Exploration, Introduction to Shop/STEM, ~~Science Technology Engineering Math (STEM)~~

If you would like a course description of the courses, please contact the appropriate teacher or department chairperson.

Commented [BH12]: Curricula language change as recommended by CMS Administration.

DANCE POLICY (COLLINSVILLE HIGH SCHOOL)

Collinsville High School students may invite a guest to school dances (homecoming, winter ball, prom, post-prom, etc.). All guests must be high school students and/or under the age of 21. No middle school age students or young adults over the age of 20 will be allowed to attend school dances without administrative approval. Guests of CHS students who are not members of the CHS student body may be required to complete a registration form with the main office and may be subject to a background check by law enforcement. The CHS administration will have final authority regarding anyone wanting to attend school functions as guests of students enrolled at CHS. All school rules, including the school's discipline code and dress code are in effect during school-sponsored dances. Students who violate the school's discipline code will be required to leave the dance immediately. The school may also impose other discipline as outlined in the CHS discipline code.

DANCE POLICY (COLLINSVILLE MIDDLE SCHOOL)

Attendance at school-sponsored dances is a privilege. Only students who attend Collinsville Middle School may attend a CMS school-sponsored dance, unless the principal or designee approves a student's guest in advance of the event. No guests are allowed to attend CMS sponsored dances. All school rules, including the school's discipline code and dress code are in effect during school-sponsored dances. Students who violate the school's discipline code will be required to leave the dance immediately and the student's parent/guardian will be contacted. The school may also impose other discipline as outlined in the school's discipline code.

DISPLAYS OF AFFECTION

Students should refrain from public displays of affection that tend to cast an unfavorable impression on the school and the individuals involved. Students are not to embrace, kiss or have bodily contact while on school property or at school functions other than holding hands. Offenses may result in disciplinary action as determined on a case-by-case basis by school administrators.

DRUG/ALCOHOL ABUSE

Non-medical use of drugs and the consumption of alcoholic beverages are hazardous to the health of students. Possession, use, delivery, receipt of delivery, or any attempt to use, deliver or receive drugs or alcohol is prohibited on school buses, in school buildings and on school property. This policy extends to all school sponsored and related activities as well as field trips and athletic and extracurricular trips, whether held before or after school, evenings, or weekends.

POLICY REGARDING POSSESSION OF NARCOTICS, STIMULANTS, MARIJUANA, ETC. – RESOLUTION

Whereas, the illegal or unauthorized possession, use, delivery or receipt of alcohol, narcotics, stimulants, hallucinogens and depressants, including marijuana and "look alike drugs," is recognized by the Board to be deleterious to the proper conduct of the schools and a danger to the safety, health and welfare of the teachers, students and administrators; and

Whereas, conduct on the part of the students in possessing, using, delivering, receiving, or arranging/soliciting for the use, delivery or receipt of alcohol, drugs or drug paraphernalia in the schools is deemed a serious violation of acceptable standards of behavior which is detrimental to the accomplishment of the purpose of schools;

BE IT RESOLVED by this Board of Education that it is the policy that any student found possessing, using, delivering, receiving or arranging/soliciting for the use, delivery or receipt of alcohol, unauthorized or harmful drugs, including marijuana and "look alike drugs", or possessing, using, delivering and/or receiving drug paraphernalia on school property or transportation facilities or at an approved school activity held on non-school property may be 1) assigned an In-School Suspension ranging to an Out-of-School suspension, 2) have parking privileges revoked for the remainder of the school year, and 3) be referred to the Board of Education for a hearing and possible expulsion from school for the remainder of the school year (any evidence obtained will be delivered to local authorities for possible prosecution). Information which may be referred to the Board of Education and/or local authorities regarding possible expulsion causes shall include: 1) information provided from the Abused and Neglected Child Reporting Act; 2) Special Education files (including the report of the multidisciplinary staffing on which placement of no placement was based); 3) all records and tape records relating to special education placement hearing and appeals; and 4) the disciplinary infractions that resulted in expulsion, suspension, or the imposition of punishment or sanction. For purposes of this provision, disciplinary infraction refers to violation of policies on drugs, weapons or bodily harm to another person. All discipline under this section will be administered on a case-by-case basis.

MEDICAL MARIJUANA

The Compassionate Use of Medical Cannabis Program Act (410 ILCS 130 et seq.) strictly prohibits the possession and use on school grounds and on school buses of marijuana except as authorized under 105 ILCS 5/22-33 and Board Policies. A student who has been prescribed medical marijuana must provide the District with a doctor's prescription for medical marijuana. The school nurse will assist with coordination and monitoring the student's use of medical marijuana.

Note: If a student exhibits behavior that indicates he/she may be under the influence of alcohol or other drugs, he/she will be referred to the nurses' office, social worker or assistant principal. A nurse, with a social worker, school counselor, school resource officer and/or assistant principal will conduct a physical assessment including a standard field sobriety test and/or breathalyzer for the presence of alcohol. If this team determines that there is strong suspicion the student is under the influence, the parents will be notified. Any student who comes to school or to any school activity already under the influence of or having consumed or taken either alcohol or other drugs, but not having the illegal substance on his/her person, may receive an In-School Supervision ranging to a 10 day out-of-school suspension, will have their parking privileges revoked, may be recommended for expulsion to the Board of Education, and may be referred to the legal authorities for appropriate action. All discipline under this section will be administered on a case-by-case basis.

SUBSTANCE ABUSE OPTION

For certain alcohol and drug related offenses, a student may be referred to a substance abuse program. If offered this option, the student's recommended discipline may be reduced.

In lieu of a recommendation for expulsion, the student and parent(s)/guardian(s) must agree to an assessment/treatment alternative. If the parent(s)/guardian(s) accept the assessment/treatment alternative, they must consent to release of information between the school district and the substance abuse program and comply with all terms and conditions as determined by the appropriate administrator. The service provider must be approved by the building principal (or designee). Parent(s)/guardian(s) must make contact within the first five days of the suspension to set up an appointment with the selected service provider and notify arrangements with the principal (or designee). Upon confirmation of the appointment, the recommendation for expulsion will be conditionally withdrawn. The administration further reserves the right to recommend expulsion of a student who has been offered and accepted the substance abuse option if he or she commits any additional acts of misconduct (as outlined in the Collinsville Unit 10 School District Student and Parent Handbook).

After the appointment is made, the principal (or designee) must be contacted by the service provider and be notified of the initial assessment date. After the assessment is complete, the service provider must verify that the student was assessed and inform the principal (or designee) of the expected length of treatment and or education program. If treatment is long-term, the service provider must contact the principal (or designee) minimally every month to provide an update on the student's progress. Should the student terminate treatment/education prematurely or miss more than two appointments, the principal (or designee) will be notified and the

recommendation for expulsion shall be renewed. When treatment/education is completed, the service provider will send the principal (or designee) a final report verifying that treatment has been completed in addition to any other appropriate information. Should the student violate any additional acts of misconduct (as outlined in the Collinsville Unit 10 School District Student and Parent Handbook) during the conditional withdrawal of expulsion, the recommendation for expulsion shall be renewed. Any second drug/alcohol violation during a student's school career may result in an in-school supervision ranging through a ten (10) day out-of-school suspension and a possible recommendation for expulsion with no opportunity for the assessment/treatment alternative. All discipline imposed on a student for the second/drug violation will be determined on a case-by-case basis.

***NOTE**: All costs associated with any assessment, educational program or treatment referred to herein above shall be borne exclusively by the student and the parent(s)/guardian(s). The administration reserves the right to withhold this option and/or recommend expulsion for a first offense.*

DELIVERY

The delivery or receipt of delivery (or any attempt or intention to deliver or receive delivery) of any alcoholic beverage, controlled substance, look-alike drug, drug paraphernalia, illicit drugs, prescription drugs, or over-the-counter medication in school buildings, on school buses, or on school property may result in an in-school supervision ranging to a ten (10) day out of-school suspension and possible recommendation for expulsion, revocation of parking privileges and a recommendation for expulsion with no opportunity for a substance abuse option. All discipline will be imposed on a case-by-case basis. Delivery refers to the transfer of possession or control to another person whether or not the substance or item is in that person's immediate presence. Delivery includes, but is not limited to, any gift, exchange, sale or transfer with or without payment or consideration. There is no assessment/treatment alternative for any student who delivers any of the items listed above.

PROCEDURES FOR IMPAIRMENT ASSESSMENT

The following will be in effect not only during school hours, but also on campus at any time and at any off-campus activities officially involving C.U.S.D. No. 10 students: 1) Parent notification upon conclusion of an administrative review; 2) In-School Supervision ranging to an out-of-school suspension from school with a recommendation to the Board of Education for expulsion. All discipline imposed will be determined on a case-by-case basis; 3) Police contact and charges filed when appropriate. School staff having cause to believe that a student is in possession, under the influence, or shows evidence of having used any illegal drug, alcohol or other controlled substance must immediately be reported to the principal or designee. An administrator and a designated team will conduct an assessment, which may include, but is not limited to: 1) Questioning of student regarding possible use; 2) Assessment of physical symptoms; 3) Standard Field Sobriety Test; and 4) Additional screening:

For suspected use of alcohol: 1) A saliva or portable Breathalyzer test to be used only after visual assessment of symptoms and questioning of the student regarding possible use; 2) To be conducted by trained staff in the presence of a second staff member.

For suspected other drug use: Screening Assessment for Suspected Chemical Use

If screening results indicate alcohol or drug use and/or possession, the principal or designee shall contact appropriate law enforcement and parent(s)/guardian(s). In implementing this procedure, the principal and/or designee shall coordinate all efforts with law enforcement officials. If possession and/or use is confirmed, discipline policies and procedures shall be followed.

Legal authorities will be contacted whenever students are found to be in violation of the Collinsville School District Drug/Alcohol Abuse policy.

DRUG AND ALCOHOL-FREE WORKPLACE/TOBACCO PROHIBITION

All District workplaces are drug- and alcohol-free workplaces. All employees are prohibited from engaging in any of the following activities while on District premises or while performing work for the District: 1. Unlawful manufacture, dispensing, distribution, possession, or use of an illegal or controlled substance. 2. Distribution, consumption, use, possession, or being impaired by or under the influence of an alcoholic beverage; being present on District premises or while performing work for the District when alcohol consumption is detectible, regardless of when and/or where the use occurred. 3. Distribution, consumption, possession, use, or being impaired by or under the influence of cannabis; being present on District premises or while performing work for the District when impaired by or under the influence of cannabis, regardless of when and/or where the use occurred, unless distribution, possession, and/or use is by a school nurse or school administrator pursuant to *Ashley's Law*, 105 ILCS 5/22-33. The District considers employees impaired by or under the influence of cannabis when there is a good faith belief that an employee manifests the specific articulable symptoms listed in the *Cannabis Regulation and Tax Act* (CRTA). For purposes of this policy a controlled substance means a substance that is: 1. Not legally obtainable, 2. Being used in a manner different than prescribed, 3. Legally obtainable, but has not been legally obtained, or 4. Referenced in federal or State controlled substance acts. As a condition of employment, each employee shall: 1. Abide by the terms of the Board policy respecting a drug- and alcohol-free workplace; and 2. Notify his or her supervisor of his or her conviction under any criminal drug statute for a violation occurring on the District premises or while performing work for the District, no later than 5 calendar days after such a conviction. Unless otherwise prohibited by this policy, prescription and over-the-counter medications are not prohibited when taken in standard dosages and/or according to prescriptions from the employee's licensed health care provider, provided that an employee's work performance is not impaired. All employees are covered by the conduct prohibitions contained in policy 8:30, Visitors to and Conduct on School Property. The prohibition on the use of e-cigarettes, tobacco, and cannabis products applies both (1) when an employee is on school property, and (2) while an employee is performing work for the District at a school event regardless of the event's location. Tobacco shall have the meaning provided in 105 ILCS 5/10-20.5b. *Cannabis* shall have the meaning provided in the CRTA, 410 ILCS 705/1-10. *E-Cigarette* is short for electronic cigarette and includes, but is not limited to, any electronic nicotine delivery system

(ENDS), electronic cigar, electronic cigarillo, electronic pipe, electronic hookah, vape pen, or similar product or device, and any components or parts that can be used to build the product or device.

DRUG TESTING FOR INTERSCHOLASTIC ATHLETICS (COLLINSVILLE HIGH SCHOOL)

INTERSCHOLASTIC ATHLETIC ELIGIBILITY – DRUG TESTING

The CHS Athletic Department believes that the use of alcohol, tobacco or drugs by students who participate in interscholastic athletics presents a particular hazard to the health, safety and welfare of the student athlete and to those who compete with the athlete. Collinsville High School encourages students to participate in interscholastic athletics, but believes the opportunity to try-out and participate in school-sponsored interscholastic athletics is not an absolute right. Rather, it is a privilege offered to eligible students on an equal opportunity basis. To be eligible to try-out for or to participate in any school-sponsored interscholastic athletic program, students must agree to submit to testing for the use of drugs, if selected, in accordance with this policy.

The purpose of this policy is to protect the health, welfare and safety of students engaged in interscholastic athletics. It is to better assure the student athlete's health and physical fitness to participate in athletics and not to provide means which the district may use to punish a student athlete other than by disqualification from participation in interscholastic athletics. Accordingly, the results of any drug test administered under this policy shall be used only for the determination of eligibility to try-out for and participate in interscholastic athletics and for no other disciplinary purpose.

Definitions

A. *Interscholastic Athletics*: Any interscholastic athletic competition representing CHS, sponsored or conducted by the District, for students who participate voluntarily and for which no academic credit or grades are awarded.

B. *Student Athlete*: Any student who is trying out for or participating in any school-sponsored interscholastic athletic competition.

C. *Alcohol*: Any liquor, wine, beer, or other drink containing alcohol.

D. *Drugs*: Amphetamines, barbiturates, benzodiazepines, cocaine metabolite, marijuana metabolite, methadone, opiates, phencyclidine, nicotine, and methamphetamines, except when taken pursuant to a legal prescription issued by a licensed physician.

E. *Under the Influence*: The existence of 40 nanograms of alcohol or of an illegal drug in the bloodstream.

Prohibited Conduct: Student athletes shall not at any time possess, use, deliver, receive (or arrange for the use, delivery or receipt), or be under the influence of any illegal drug, anabolic steroid, tobacco product or alcohol while a member of any school-sponsored interscholastic athletic team.

Consent Form: In order to try-out for or to participate in any school-sponsored interscholastic athletic competition, the student athlete must read this policy and sign a consent form by which the student athlete agrees that as a condition of participation in school interscholastic athletics, he/she will be eligible for the drug, alcohol, and steroid testing program outlined in this procedure. This consent form must also be signed by the student's parents or guardians in advance of the tryouts for a specific sport. The consent form will be valid for the current school year, including the following summer, and must be renewed annually.

Non-Compliance: If the student athlete or his/her parents (or guardians) refuse to sign the consent form, the student will not be permitted to be a member of a team. Also, during the season, if the student athlete refuses to be tested when selected the athlete will be dropped from the team. After the conclusion of the season while he/she was dropped from the team for non-compliance, the student may ask to be tested at the family's expense. If the test results are negative, the student athlete will again be eligible.

Confidentiality: The results of any test administered under the terms of this policy shall be kept confidential and disclosed only to the student athlete, his/her parents or guardians, personnel of the drug testing facility, and school officials designed by the Superintendent. The results of the testing shall not be used as a basis of disciplinary action other than disqualification as provided for in this policy and procedure. The test results will not be part of the student's athlete's permanent record but will be kept in a secure file in the Athletic Training room.

Random Selection of Athletes for Testing: At the beginning of each sport's season, a list of all eligible student athletes will be submitted to the drug testing facility. On the day of testing, the testing facility will randomly select test candidates. The list of names will be delivered to the Athletic Trainer.

Testing will occur randomly over the course of each athletic season. Up to five student athletes will be tested on each testing date. Selected athletes will be summoned to report to the Athletic gymnasium at some time during the morning on the day of testing. The athlete will be met by the Athletic Trainer to be escorted to the testing site.

Testing Procedures

A licensed medical facility selected by the Athletic Department shall take every reasonable precaution to collect an unadulterated specimen during the collection process and will provide an accurate chain of custody for each and every specimen. Testing & samples will be handled entirely by the testing facility. Rapid drug screen tests will be utilized, with initial results read on site. If the screening test does not identify any metabolites, then it is reported as negative. In the event that there is a non-negative indicated on site, the specimen is sealed and the specimen will be sent to GC/MS confirmation testing. Urine, saliva or hair testing may be conducted.

Test Results

All test results will remain confidential. Only the Athletic Director, Athletic Trainer & school Principal will have access to test results. No notification shall be made for negative test results. If a sample results in a positive test, the results will be verified by the testing facility. The student athlete and his/her parents or guardians will then be contacted by the testing facility's medical

review officer for further verification. Once a positive test has been confirmed school personnel will be notified of the infraction. If the test results are positive, it will be considered a Level A Code of Conduct violation as outlined in the CHS Student Handbook.

Re-testing

The student athlete will have an opportunity within twenty-four hours of the notification of the positive test results to be re-tested in a federally licensed laboratory of the family's choice and at the family's expense. The Athletic Director may consult the medical professionals to evaluate the results of the re-test, taking into consideration any evidence offered by the student. Should the test be confirmed as positive, and there is not a satisfactory explanation for the positive results, the student athlete will have twenty-four hours to complete an assessment interview.

Enforcement: Nothing contained in this policy shall prohibit or limit the application of the District's regular student disciplinary rules and regulations to student athletes. The provisions of the policy are considered an addition to all other rules and regulations governing student conduct and discipline.

Hearing Rights: The parents or guardians of the student athlete charged with a violation of the rules of this policy and procedures shall be given thirty-six (36) hours for an opportunity for a hearing before the Athletic Committee (CHS Principal, CHS Assistant Principal, and a CHS Athletic Department Head Coach). The Athletic Director shall present the evidence of an alleged violation to the student and give the student an opportunity to respond to the charge. The Committee shall give an interpretation on the issue in question and shall submit the ruling to the Principal whose decision shall be final.

Expenses: Funding for this program will be provided by the Collinsville Unit School District No. 10.

The Illinois High School Association (IHSA) prohibits participants in an athletic activity sponsored or sanctioned by IHSA from ingesting or otherwise using any performance enhancing substance on its banned substance list, without a written prescription and medical documentation provided by a licensed physician who evaluated the student-athlete for a legitimate medical condition. In addition to being penalized by IHSA, a student may be disciplined according to Board policy 7:190, Student Behavior.

EMERGENCIES

Student safety and welfare are major concerns to Collinsville Community Unit School District Number Ten (10). Safety drills will occur at times established by the school board. Students are required to be silent and shall comply with the directives of school officials during emergency drills. There will be a minimum of three (3) evacuation drills, a minimum of one (1) severe weather (shelter-in-place) drill, a minimum of one (1) law enforcement drill to address an active shooter incident, and a minimum of one (1) bus evacuation drill each school year. There may be other drills at the direction of the administration. The law enforcement lockdown drill will be announced in advance and a student's parent/guardian or appropriate personnel may elect to exclude their child from participating in this drill. All other drills will not be preceded by a warning to students. The following emergency situation procedures will be followed:

DISASTER DRILLS

Tornado, Earthquake and Fire Drills

In case of an earthquake, tornado or fire, emergency precautions will be taken. Periodic drills will be run throughout the school year. Detailed information concerning evacuation procedures for fire, earthquake and safety areas for tornadoes is given to each teacher. They will go over these procedures with students as well as keeping instructions posted in each classroom. All instructors shall carry class lists/grade books with them to the disaster evacuation/safe site area. All evacuation routes will be posted in every room and are included in the School Emergency Readiness Plan.

Bomb Threat

The Collinsville School District takes all Bomb threats seriously. Any person who makes a False Bomb threat will be reported to the police and will be prosecuted ***The following procedures are only a portion of the procedures that will be implemented in case of a bomb threat:***

The local law enforcement officials will be notified immediately. Until they arrive, the following will be initiated: 1) Students and staff will proceed to the designated 'safe site'. If deemed necessary by the administration and/or the local enforcement officials, all students will be evacuated by bus to an alternative site. During these procedures, no student will be allowed to leave campus; 2) Parents/Guardians are requested not to come to school to pick up students. During a Bomb Threat protocol, if parents/guardians have a family emergency, and it is absolutely necessary for the parent/guardian to pick up their child, the parent/guardian will be required to park off campus and walk to the "safe area"; 3) Communication with the school will not be possible. Telephone/Cell Phones cannot be used during a bomb threat; 4) Violation of this policy by students will result in disciplinary action as determined on a case-by-case basis by school administrators. If law enforcement confirms the presence of any explosive device upon their arrival, they will take charge of procedures.

Earthquake Plan

In the event an earthquake is confirmed, students and teachers should: 1) Stay inside - move away from windows, shelves and heavy objects that may fall; 2) Crouch underneath the desktop of their individual student desks to avoid falling or fallen debris. 3) Students and staff in the halls or stairways should move to an interior wall; 3) Turn away from windows; 4) Students and staff in laboratories and kitchens should extinguish all burners before taking cover; 5) Students and staff located outdoors should move to an open space away from the building and overhead power lines and lie down on the ground; 6) No students should leave school grounds without permission.

Fire Evacuation Plan

In the event a fire is suspected or confirmed or an evacuation is required, the school fire alarm will sound. Students and staff should: 1) Leave their designated room by the nearest exit as directed by the teacher; 2) Move away from the building to the evacuation site; 3) Remain calm. The school may choose to use a delayed egress approach (up to three minutes) taking into consideration the guidelines listed below: 1. Fire alarm will sound as normal. 2. Evacuation is delayed up to a three-minute delay to allow for investigation for smoke and/or fire as well investigation of means of egress on the interior and exterior for signs of suspicious subjects or signs of targeted violence.

Intruder Procedures/Lockdown

In the event an intruder is present on campus, the school will go under a 'lockdown' procedure.

Lockdown is a building procedure that takes place in a crisis situation. During a Lockdown, student movement is stopped, and the building is secured. Everyone in the building will be made aware that a serious event has occurred or is about to occur, and how to act accordingly.

Missing Student Procedures

In the event the school office is notified that a student is missing, the parent(s)/guardian(s) of the missing student will be notified immediately. Upon confirming that the student is not on school property, the local Police Department will be notified. Collinsville Unit 10 Schools and the local Police Department will work collaboratively to locate the missing student.

Power Failure

In the event the electrical power goes out, students are to remain in the class that they are attending until notice is given by the office to resume the usual schedule or to follow a revised emergency schedule.

Tornado Plan

In the event school authorities receive information from the Civil Defense or Weather Bureaus that extremely severe weather is imminent, notification will be made from the office (either by announcement or a series of short rings on the bell system) for the teachers to move their classes to a predetermined area. Students are to follow the specific
instructions given by the teacher: 1) Move to the area designated by the teacher; 2) Follow the teacher's instructions; 3) Protect your face and head with your arms and hands; 4) Stay away from glass; 5) Remain calm.

Train Derailment/Chemical Spill Procedures

In the event of a train derailment and/or chemical spill, the school office will notify the local Fire Department and/or law enforcement officials. Upon arrival, the local Fire Department and/or law enforcement officials will oversee the scene at the school.

Emergency Plans for the Physically Handicapped: Employees and students on crutches are reminded not to use the elevators in emergency situations because the electricity may be affected by the emergency. When the crowd dissipates, employees/students on crutches may require assistance to negotiate the stairs. Special safe areas have been provided for students with disabilities.

Students are expected to fully cooperate with school faculty and staff and/or local responders when a drill is conducted or if an emergency arises. Full cooperation includes, but is not limited to, the following: 1) proceeding directly to a designated emergency site in a safe, but speedy manner; 2) complying to the requests of staff to ensure an orderly atmosphere; 3) proceeding directly to the appropriate class/instructional program when the drill is completed. *Other misconduct that violates CUSD10 expectations of 'full cooperation during a drill or emergency,' not specifically addressed in this section will be handled by the administration in a manner consistent with this section.* Failure to fully cooperate with school faculty and staff and/or local responders may result in disciplinary action, ranging from In-School Suspension (ISS) to Out-of-School Suspension (OSS) as determined on a case-by-case basis by school administrators.

ON-CAMPUS EMERGENCY RELEASE PROCEDURES (CHS)

In the event that a school emergency arises where parents/guardians are authorized to pick-up their children from the school campus, the following procedures must be followed to maintain an orderly environment: 1) In an emergency situation, local responders (i.e., the Collinsville Police Department and/or the Collinsville Fire Department) control the scene. These local responders consider all scenarios and scan the campus to determine if it is safe for re-entry; 2) In an emergency situation, high school students who drove to school may be prohibited from removing their vehicle from campus; 3) Parents/guardians should not drive or park on the high school campus; 4) Parents/guardians should proceed only to the Fine Art Center-Auditorium. *Please do not enter any other building on campus.* In the Auditorium, an update of the situation will be presented; 5) Parents/guardians should not attempt to collect their child at any location other than the designated, pick-up area (the Fine Art Center-Auditorium); 6) Parents/guardians should complete the appropriate "Emergency Release Form" distributed by CHS personnel and submit this form to CHS personnel. *One form must be submitted for each child*; 7) Parents/guardians must present a government-issued photo identification (i.e., driver's license) to CHS personnel when submitting the appropriate "Emergency Release Form;" 8) Parents/guardians must be (physically) present in order for their child to be released. *Phone requests for release of a student will not be accepted*; 9) Only the legal parent/guardian is permitted to request and collect his/her child; 10) Parents/guardians should await the arrival of their child inside the Fine Art Center-Auditorium; 11) Parents/guardians should depart the CHS campus, immediately after completing the "Emergency Release Process" and collecting their child; 12) If a parent/guardian opts to have a student-athlete released from school (when local responders deem the school safe and the school day is not officially canceled), the student-athlete is not permitted to attend any school-related practices or participate in any school-related competition for the date(s) of the release; 13) If a parent/guardian opts to have a student affiliated with an extra-curricular group released from school (when local responders deem the school safe and the school day is not officially canceled), the student affiliated with an extra-curricular group is not permitted to participate in related activities for the date(s) of the release.

In the midst of an emergency situation, the cooperation and communication with parents, students, and staff remains paramount. Parents/guardians who may need to update their contact information, may mail/deliver a signed letter to the CHS Counseling Department containing the changes that are to be made. Parents/guardians may also opt to send a signed letter with their child to present to the CHS Counseling Department.

ON-CAMPUS EMERGENCY RELEASE PROCEDURES (CMS/DIS/ELEMENTARY)

In the case of an emergency student pickup situation that requires parents/guardians to pick up from school or a secondary location, there is protocol within our District Safety Plan that outlines how students are dismissed in a crisis situation. Due to a variety of safety precautions, parents will have to check in and show identification with school personnel to receive their children and WILL NOT have direct access to the student population.

EMPLOYEE CODE OF PROFESSIONAL CONDUCT

All District employees are expected to maintain high standards in their school relationships, to demonstrate integrity and honesty, to be considerate and cooperative, and to maintain professional and appropriate relationships with students, parents, staff members, and others. In addition, the *Code of Ethics for Illinois Educators*, adopted by the Illinois State Board of Education, is incorporated into this Code of Conduct. Any employee who sexually harasses a student, willfully or negligently fails to report an instance of suspected child abuse or neglect as required by the Abused and Neglected Child Reporting Act (325 ILCS 5/), engages in *grooming* as defined in 720 ILCS 5/11-25, engages in grooming behaviors, violates boundaries for appropriate school employee-student conduct, engages in sexual misconduct as defined in 105 ILCS 5/22-85.5, or otherwise violates an employee conduct standard will be subject to discipline up to and including dismissal.

Standards related to school employee-student conduct shall, at a minimum: 1. Comply with the *Code of Ethics for Illinois Educators*, adopted by the Illinois State Board of Education; 2. Prohibited grooming behaviors and sexual misconduct include, but are not limited to (i) any act, including but not limited to, any verbal, nonverbal, written, or electronic communication or physical activity, (ii) by an employee with direct contact with a student, (iii) that is directed toward or with a student to establish a romantic or sexual relationship with the student. Examples include, but are not limited to: a. A sexual or romantic invitation; b. Dating or soliciting a date; c. Engaging in sexualized or romantic dialog; d. Making sexually suggestive comments that are directed toward or with a student; e. Self-disclosure or physical exposure of a sexual, romantic, or erotic nature; f. A sexual, indecent, romantic, or erotic contact with the student; g. Employees are expected to maintain professional relationships with students. 3. Employees are strictly prohibited from using any form of communication with students (e-mails, letters, notes, text messages, phone calls, conversations) that includes any subject matter that would be deemed unprofessional and inappropriate between an employee and student. This District has a "zero tolerance" for any conduct that crosses over that professional line.; a. Employees are not permitted to transport District students in the employee's privately owned vehicle, unless the employee has obtained the prior permission of the Building Principal and/or Superintendent to do so; b. Employees are not permitted to take or possess a photo or video of a student on their private devices. Student pictures for school sponsored activities used in furtherance of the District's educational mission are permitted.; c. Employees are not permitted to meet with a student or contact a student outside the employee's professional role. Employees are expected to avoid crossing a line that results in an actual or perceived inappropriate relationship. 4. District employees are mandated reporters and required to comply with all reporting requirements of the Abused and Neglected Child Reporting Act (325 ILCS 5/), Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 et seq.), and the Elementary and Secondary Education Act (20 U.S.C. § 7926); 5. Employees, students, parents, and any third party can report prohibited behaviors and/or boundary violations pursuant to Board policies 2:260, *Uniform Grievance Procedure*; 2:265, *Title IX Sexual Harassment Grievance Procedure*; and 5:90, *Abused and Neglected Child Reporting*, to a District Complaint Manager, Nondiscrimination Coordinator, Title IX Coordinator, or any other District administrator or staff member the person feels comfortable reporting to; and 6. Employees are required to complete training related to educator ethics, child abuse, grooming behaviors, and boundary violations as required by law and policies 2:265, *Title IX Sexual Harassment Grievance Procedure*; 4:165, *Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors*; 5:90, *Abused and Neglected Child Reporting*; and 5:100, *Staff Development Program*.

To view a copy of ISBE's resource guide regarding sexual abuse response and prevention resources please click HERE.

ENROLLMENT

Students new to the Collinsville School District are required to enroll at the Collinsville Community Unit School District 10 Administration Office at 201 West Clay Street. A parent/guardian must be present to complete the enrollment process. To facilitate the enrollment process, you may wish to print and complete the C.U.S.D. No. 10 Enrollment Information form and bring it with you to the Administration Office.

Residence

Only students who are residents of the District may attend a District school without a tuition charge, except as otherwise provided below or in State law. A student's residence is the same as the person who has legal custody of the student. A person asserting legal custody over a student, who is not the child's natural or adoptive parent, shall complete a signed statement, stating: (a) that he or she has assumed and exercises legal responsibility for the child, (b) the reason the child lives with him or her, other than to receive an education in the District, and (c) that he or she exercises full control over the child regarding daily educational and medical decisions in case of emergency. If the District knows the current address of the child's natural or adoptive parent, the District shall request in writing that the person complete a signed statement or affidavit stating: (a) the role and responsibility of the person with

whom their child is living, and (b) that the person with whom the child is living has full control over the child regarding daily educational and medical decisions in case of emergency. A student whose family moves out of the District during the school year will be permitted to attend school for the remainder of the year without payment of tuition, provided that the parent(s)/guardian(s) provide transportation and that the student remains in good standing. When a student's change of residence is due to the military service obligation of the student's legal custodian, the student's residence is deemed to be unchanged for the duration of the custodian's military service obligation if the student's custodian made a written request. The District, however, is not responsible for the student's transportation to or from school. If, at the time of enrollment, a dependent child of military personnel is housed in temporary housing located outside of the District, but will be living within the District within six months after the time of initial enrollment, the child is allowed to enroll, subject to the requirements of State law, and must not be charged tuition.

Residence of Students with Disabilities

The residence of a child with a disability is determined in accordance with 105 ILCS 5/14-1.11, 5.14- 1.11a, and 5/14-1.11b.

Non-Resident Students

Non-resident students may not attend District schools except as otherwise provided in State law.

If a student is determined to be a nonresident of the District for whom tuition must be charged, the person(s) enrolling the student are liable for nonresident tuition from the date the student began attending a District school as a nonresident pursuant to Illinois School Code (105 ILCS 5/10-20.12a(a). A person who knowingly enrolls or attempts to enroll in this School District on a tuition-free basis a student known by that person to be a nonresident of the District is guilty of a Class C misdemeanor, except in very limited situations as defined in State law (105 ILCS 5/10-20.12b(e). A person who knowingly or willfully presents to the School District any false information regarding the residency of a student for the purpose of enabling that student to attend any school in that District without the payment of a nonresident tuition charge is guilty of a Class C misdemeanor (105 ILCS 5/10-20.12b(f). If the Superintendent or designee determines that a student attending school on a tuition-free basis is a nonresident of the District for whom tuition is required to be charged, he or she on behalf of the School Board shall notify the person who enrolled the student of the tuition amount that is due. The notice shall be given by certified mail, return receipt requested. The person who enrolled the student may challenge this determination and request a hearing as provided by the School Code, 105 ILCS 5/10-20.12b.

The unsafe school choice option allows students to transfer to another District school or a public charter school within the District. The unsafe school choice option is available to: (1) All students attending a persistently dangerous school, as defined by State law and identified by the Illinois State Board of Education; and (2) Any student who is a victim of a violent criminal offense that occurred on school grounds during regular school hours or during a school-sponsored event.

DENIAL OF ENROLLMENT (CHS)

A school or school district may deny enrollment to a student 17 years of age or older for one semester for failure to meet minimum academic standards if all of the following conditions are met: 1) The student achieved a grade point average of less than "D" (or its equivalent) in the semester immediately prior to the current semester; 2) The student and the student's parent or guardian are given written notice warning that the student is failing academically and is subject to denial from enrollment for one semester unless a "D" average (or its equivalent) or better is attained in the current semester; 3) The parent or guardian is provided with the right to appeal the notice, as determined by the State Board of Education in accordance with due process; 4) The student is provided with an academic improvement plan and academic remediation services; 5) The student fails to achieve a "D" average (or its equivalent) or better in the current semester. No child may be denied enrollment or re-enrollment under this Section in violation of the Individuals with Disabilities Education Act or the Americans with Disabilities Act.

A school or school district may deny enrollment to a student 17 years of age or older for one semester for failure to meet minimum attendance standards if all of the following conditions are met: 1) The student was absent without valid cause for 20% or more of the attendance days in the semester immediately prior to the current semester; 2) The student and the student's parent or guardian are given written notice warning that the student is subject to denial from enrollment for one semester unless the student is absent without valid cause less than 20% of the attendance days in the current semester; 3) The student's parent or guardian is provided with the right to appeal the notice, as determined by the State Board of Education in accordance with due process; 4) The student is provided with attendance remediation services, including without limitation assessment, counseling, and support services; 5) The student is absent without valid cause for 20% or more of the attendance days in the current semester. No child may be denied enrollment or re-enrollment under this Section in violation of the Individuals with Disabilities Education Act or the Americans with Disabilities Act.

RE-ENROLLMENT (CHS)

Re-enrollment shall be denied to any individual above the age of seventeen (17) years who has dropped out of school and who could not earn sufficient credits during the normal school year(s) to graduate before his or her 21st birthday. No child may be denied enrollment or reenrollment under this Section in violation of the Individuals with Disabilities Education Act or the Americans with Disabilities Act.

EQUAL EDUCATIONAL OPPORTUNITIES & SEX EQUITY

NOTICE OF NONDISCRIMINATION

Equal educational and extracurricular opportunities are available to all students without regard to race, color, national origin, sex, sexual orientation, gender identity, ancestry, age, religion physical or mental disability, status as homeless, immigration status, order of protection status, military status, unfavorable military discharge, reproductive health decisions, or actual or potential marital or parental status, including pregnancy. No student shall, based on sex, ~~or~~ sexual orientation, or gender identity be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied

Commented [BH13]: Added language as recommended by Dana Bond, CUSD10 legal counsel.

equal access to educational and extracurricular programs and activities. Inquiries concerning the application of Title IX (sex equity), Section 504 (handicapped) or Title VI (minorities) should be directed to the C.U.S.D. No. 10 District Office. Any student may file a sex equity complaint by using the Uniform Grievance Procedure. A student may appeal to the School Board's resolution of the complaint to the Regional Superintendent of schools and, thereafter, to the State Superintendent of Education (pursuant to 105 ILCS 5/2-3.8 of The School Code).

EXAM POLICY (COLLINSVILLE HIGH SCHOOL)

EXAM EXEMPTION POLICY

SAT testing: Seniors who took the School Day SAT in April of the previous school year and who received a score of 1250 or higher AND have three or fewer absences during first semester AND have no unexcused absences AND no discipline resulting in in-school suspension, out-of-school suspension or assignment to the STOP program will be exempt from taking 1st semester final exams.

Seniors who took the School Day SAT test in April AND who received a score of 1000 or higher AND who have three ~~five~~ or fewer absences during the entire school year AND have no unexcused absences AND no discipline resulting in in-school suspension, out-of-school suspension or assignment to the STOP program will be exempt from 2nd semester final exams. Students not enrolled in Collinsville High School during SAT School Day testing are required to take first semester examinations in all classes.

If any student has any unexcused absences, such student shall forfeit all SAT incentives.

FINAL EXAM EXEMPTION POLICY

In order to promote positive attendance, positive behavior and reward hard work, students may be exempt from taking final examinations if the following criteria are met:

Attendance/Discipline: 1) The student must have no unexcused absences and no discipline resulting in in-school suspension, out-of-school suspension or assignment to the STOP program during the school year. 2) The student must also have no more than three (3) days absent (excluding mental health and college days) during the first semester in order to be exempt from semester one final exams and no more than three (3) days absent during the second semester (excluding mental health and college days) in order to be exempt from semester two final exams.

Academics: Students who earn a semester overall grade of 'A' or 'B' in a class and comply with all stipulations of the attendance/discipline requirements (as outlined above) will be exempt from the semester exam for that class.

Students who meet the criteria to be excused from final exams may opt to take any/all final exams to try to raise their grade at no risk of lowering their grade. Students not exempt from exams who skip their semester final will receive a zero on that exam which may result in a loss of credit for that class.

Students and parents/guardians are encouraged to regularly monitor Grades and Attendance Record through their Skyward Account throughout the year.

EXAM MAKE-UP POLICY

Students are required to take semester exams: 1) during the class period(s) and 2) on the day(s) assigned. Documentation from a medical physician and/or principal approval is required for students missing final exams. Parents should not schedule appointments or vacations for students during final exams. If a student misses the first semester final exam(s) with a documented absence, he/she will be expected to make up these exams no later than the first three days of the second semester. If a student misses the second semester final exams with a documented/approved absence, he/she will be expected to make up these exams no later than the first week of summer break. Students will not be permitted to complete semester final exams before the scheduled exam period, unless given permission by an administrator. If snow days are used, the final date for second semester changes, thus moving the date of second semester final exams. Please take this into consideration as you are scheduling vacations. Students may not be permitted to make up final exams for unexcused absences that occur on a final exam day (i.e. vacation). Students enrolled in a dual credit course with Southwestern Illinois College are required to take that final exam.

EXAM POLICY (COLLINSVILLE MIDDLE SCHOOL)

In order to promote positive attendance, positive behavior and reward hard work, students may be exempt from taking final examinations if the following criteria are met:

The student has an A in the class AND the student must have no unexcused absences and no discipline resulting in in-school suspension, out-of-school suspension or assignment to the STOP program during the school year AND The student must also have no more than five (5) days absent (including mental health days and doctor appointments) during the first semester in order to be exempt from semester one final exams and no more than five (5) days absent (including mental health days and doctor appointments) in order to be exempt from semester two final exams

Commented [BH14]: Recommended language addition per CMS Administration.

Commented [15]: Students with excused absences due to a disability should be evaluated and reviewed for exemptions to prevent disability discrimination claims.

FAMILY LIFE & SEX EDUCATION CLASSES

Students will not be required to take or participate in any class or courses in comprehensive sex education, including in grades 6-12, instruction on both abstinence and contraception for the prevention of pregnancy and sexually transmitted diseases, including HIV/AIDS; family life instruction, including in grades 6-12, instruction on the prevention, transmission, and spread of AIDS; instruction on diseases; recognizing and avoiding sexual abuse; or instruction on donor programs for organ/tissue, blood donor, and transplantation, 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.

FEES

The Collinsville School District establishes fees and charges to fund certain school materials and activities. Each school year, the Superintendent will recommend to the School Board a schedule of fees, if any, to be charged students for the use of textbooks, consumable materials, extracurricular activities, and other school student fees.

REFUND/WAIVER OF STUDENT FEES

Students shall not be denied educational services or academic credit due to the inability of parent(s)/guardian(s) to pay fees and certain charges. Fees for textbooks, other instructional materials, and driver education, as well as fines for the loss of school property may be waived for students who meet the eligibility criteria for a waiver as described in this policy. In order that no student is denied educational services or academic credit due to the inability of parents/guardians to pay student fees and fines, the Superintendent will recommend to the Board which additional fees and fines, if any, the District will waive for students who meet the eligibility criteria for a waiver.

Collinsville Community Unit School District No. 10 has a Fee Waiver Policy for families receiving Financial Assistance under Article IV of the Illinois Public Aid Code and those students who qualify for the Free and Reduced Lunch Programs. Students whose parents are unable to afford student fees and homeless students may receive a waiver of some fees. Applications for fee waivers may be submitted by a student's parent(s)/guardian(s) who have been assessed a fee on an application form available from the Building Principal. A student shall be 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 same income guidelines, with the same limits based on household size, that are used for the federal free meals program; 2) The student's parents/guardians are veterans or active-duty military personnel with income at or below 200% of the federal poverty line; or 3) The student is homeless, as defined in the McKinney-Vento Homeless Assistance Act (42 U.S.C. §11434a).Pursuant to the Hunger-Free Students' 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.

The Superintendent or designee will give additional consideration where one or more of the following factors are present: 1) Illness in the family; 2) Unusual expenses such as fire, flood, storm damage, etc.; 3) Unemployment; 4) Emergency situations; 5) When one or more of the parents/guardians are involved in a work stoppage. The student's parent(s)/guardian(s) shall submit written evidence of eligibility for waiver of student's fee. A separate application form shall be submitted for each fee assessed to each student. The Fee Waiver Policy does not apply to Summer School or any state fees associated with Driver's Education. Questions regarding the fee waiver application process should be addressed to the CUSD10 Assistant Superintendent.

Fee waivers will be considered only if written evidence is presented by the person applying for the waiver, unless designated homeless.

"School fees" refers to any monetary charge collected by the school or district from a student or the parents/guardians as a prerequisite for the student's participation in any curricular or extracurricular program of the school or district during the school year. A school does not impose a "fee" when it requires that students provide their own ordinary supplies or materials (e.g., pencil, paper, notebooks) that are necessary to participate in any curricular or extracurricular program. "School Fees" include, but are not limited to, the following: 1) Charges for required textbooks and instructional materials; 2) Charges and deposits collected by a school for use of school property (e.g., locks, towels, laboratory equipment); 3) Charges for field trips made during school hours, or made after school hours if the field trip is a required or customary part of a class or extracurricular activity (e.g., annually scheduled trips to museums, concerts, places of business and industry or field trips related to instruction in social studies, the fine arts, career/vocational education or the sciences); 4) Charges or deposits for uniforms or equipment related to varsity and intramural sports, or to fine arts programs; 5)School health services fees ; 6) Charges for supplies required for a particular class (e.g., shop or home economics materials, laboratory or art supplies); 7) Graduation fees (e.g., caps, gowns); 8) School records fees; 9) Driver's education fees assessed pursuant to School Code [105 ILCS 5/27-24.2]; 10) District 10 school fees include a technology device and device insurance cost. "School Fees" do not include: 1) Library fines and other charges made for the loss, misuse, or destruction of school property (e.g. Chromebook, musical instruments, library fines); 2) Charges for the purchase of class rings, yearbooks, pictures, diploma covers or similar items; 3) Charges for optional travel undertaken by a school club or group of students outside of school hours (e.g., a trip to Spain by the Spanish Club or a senior class trip); 4) Charges for admission to school dances, athletic events or other social events; 5) Optional community service programs for which fees are charged (e.g., preschool, before and after school child care, recreational programs); 6) Optional fees or charges such as parking passes; 7) Summer camps that are optional and/or not operated by District 10.

Application for Waiver of School Fees

An application form for school fee waiver is available in the District's Central Office, 201 West Clay Street, Collinsville, IL 62234, or can be downloaded using the link below. The completed form, along with documentation of the household's gross income, including a copy of current Pay Stub(s) for all family members and a copy of current income tax forms 1040 and W-2 Forms for all family members (or other evidence of documentation acceptable to the district), and any additional information/documentation required on the application, must be submitted to the school principal. One application form must be submitted at the beginning of each school year to determine the eligibility for the waiver of all applicable fees for that school year. No fee shall be collected from any parents/guardians who are seeking a fee waiver in accordance with this policy until they have been notified of the district's decision regarding the request or appeal, if one is made. Parents/Guardians are advised that supplying false information to obtain a fee waiver is a Class 4 Felony under Illinois compiled statutes 7-20 ILCS 5/17.6. If the amount of benefit obtained is over $300, it is a Class 3 Felony.

The CUSD10 Assistant Superintendent of Schools or designee will notify the parents/guardians within 30 days of receipt of the request, as to whether the request has been granted or denied. If the request is denied, or a subsequent decrease in family income occurs, you may reapply for a waiver at any time during the school year. If the denial is appealed, the District shall follow the procedures for the resolution of appeals as provided in the ISBE rule on waiver of fees.

A denial of a waiver request may be appealed to Dr. Mark B. Skertich, CUSD10 Superintendent of Schools (201 West Clay Street, Collinsville, Illinois 62234) by submitting a completed appeal form within two weeks of the denial. The person filing the appeal may request to meet in person with the CUSD10 Superintendent of Schools to explain the basis for the appeal. A decision will be mailed to the parents/guardians within 30 calendar days of the receipt of the request. The decision of the CUSD10 Superintendent of Schools is final and binding. Questions concerning the fee waiver process should be addressed to Mr. Bradley Hyre, CUSD10 Assistant Superintendent of Schools (123 West Clay Street, Collinsville, Illinois 62234).

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

FAILURE TO PAY FEES; COLLECTION

To maintain the quality of our educational programs, Collinsville School District will make every effort to secure payment of student fees from each parent/guardian who is able to pay. Collinsville School District participates in the Illinois Local Debt Recovery Program, established to collect outstanding debt in coordination with the Illinois Comptroller's Office.

FIELD TRIPS

The Board of Education encourages field trips when the experiences are an integral part of the school curriculum and contribute to the District's desired educational goals. Parents/legal guardians will be required to sign a parent permission slip before students may participate in any activity planned off the school grounds. This includes all field trips.

Approximately two weeks prior to a scheduled field trip, students will be provided with a Field Trip Approval Form and Medical Authorization Form. The Field Trip Approval Form must be approved by each of the student's teachers to indicate that the student is passing the class with a grade of 'D' or better. The Medical Authorization Form must be completed and signed by the parent/guardian. In order to be eligible for field trip attendance students must: 1) be passing all enrolled classes at the time of the submission of the Field Trip Approval Form and 2) submit a signed Medical Authorization Form. Any student who does not return a completed Field Trip Approval Form and Medical Authorization Form will not be allowed to attend the field trip. It is the responsibility of the student to inform his/her teachers of the field trip. Students must request homework for the class period(s) that they will be absent from class due to a field trip experience prior to leaving on the field trip. Students will assume responsibility for completing any work missed on the day of their return from the field trip (or as agreed to by the classroom teacher).

All students are expected to follow all school rules during a field trip experience. Any student involved in a disciplinary infraction on a field trip is subject to disciplinary action and may lose field trip privileges for the remainder of the school year. The school reserves the right to search all student luggage/bags before going on a field trip or at any time during the field trip to avoid transporting or student possession of illegal or dangerous materials, illegal substances or unauthorized materials. Parents may decline to have their children participate in a school planned field trip. This request to not participate must be made in writing and sent to the building principal. Appropriate alternative learning experiences for non-participating students will be arranged by the teacher.

FINANCIAL AID (COLLINSVILLE HIGH SCHOOL)

GRANTS

To determine eligibility for federal aid, students planning to attend a university, college, community college, or tech school should complete the Free Application for Federal Student Aid (FAFSA) beginning in October of their senior year. The U.S. Department of Education prefers students file the FAFSA on-line at www.fafsa.ed.gov. Students without internet access may request a paper copy of the FAFSA from their counselor or by calling 1-800-433-3243.

Contact the Financial Aid Office at the colleges, community colleges or tech schools to which you have applied about any other required financial aid forms and to discuss other sources of financial assistance. Some colleges automatically consider all applicants for grants and scholarships, while others require separate forms. Check with the Financial Aid office in the fall to make sure you do not miss any deadlines.

SCHOLARSHIPS

There are many scholarships available to students both locally and nationally. The Counseling Department maintains an extensive list of scholarships. Students can access this list online by visiting https://sites.google.com/cusd.kahoks.org/chs-counseling-dept/scholarships or by logging into Naviance at https://student.naviance.com/collinsvillehs.

TRANSCRIPTS

Collinsville High School will provide students with four free transcripts. There will be a cost of $1.00 for every transcript after the initial four. The final (fifth) transcript will be sent at no additional cost. Students must fill out a Transcript Release Form online at: https://counselors.cusd.kahoks.org/transcript-requests .

FUNDRAISING AND ADVERTISING REGULATIONS

Only approved student organizations will be permitted to advertise and conduct fundraising projects on campus. A form must be filled out and approved before any fundraising project is begun. Forms are available in the school office. Organizations may advertise on campus by using posters, signs and the morning announcements. A copy of all posters, signs and bulletin notices to be used must be submitted to the main office for approval. All advertisements must be removed the day after the project has ended. Individuals may not sell any type of merchandise without consent of the school Principal. Merchandise may be confiscated and students may be disciplined for violations as determined on a case-by-case basis by school administrators.

GANG AND GANG ACTIVITY PROHIBITED

The Board of Education considers the presence of gangs and gang activities a substantial disruption of or material interference with, school and school activities. A "gang" is defined as any group, club or organization of two (2) or more persons whose purpose includes the commission of illegal acts. By this policy, the Board of Education acts to prohibit gang activity on or about school grounds, on school buses, or off school at any school activity. No student on or about school property or at any school activity or whenever the student's conduct is reasonably related to a school activity shall engage in any gang activity, including, but not limited to: 1) Wearing, possessing, using, distributing (delivery or receipt), displaying, selling or arranging/soliciting for the possession, use, distribution (delivery or receipt), display or sale of any clothing, jewelry, paraphernalia or other items which reasonably could be regarded as gang symbols; 2) Committing any act or omission, or using any speech, either verbal or non-verbal (such as gestures or hand-shakes) showing membership or affiliation in a gang; 3) Writing, drawing or distributing any gang related symbols or literature; and 4) Using any speech or committing any act or omission in furtherance of the interests of any gang or gang activity, including, but not limited to: (a) soliciting others for membership in any gangs, (b) requesting any person to pay protection or otherwise intimidating, harassing or threatening any person, (c) committing any other illegal act disruptive of school operation, or intimidating staff or students or other violation of school district policies; d) inciting other students to act with physical violence or intimidation upon any person, group or classification and/or which violate district policies or civil or criminal law.

Students engaging in any gang-related activity, as described above, may be subject to the following disciplinary action: 1) Removal from extra-curricular and athletic activities for a period of 24 months; 2) Conference with parent(s)/guardian(s); 3) Referral to appropriate law enforcement agency; and/or 4) Suspension for up to 10 days with referral to the Board of Education for possible expulsion for up to two years.

GRADES – COLLINSVILLE HIGH SCHOOL

Grades

The equivalence method is used to convert numerical scores into letter grades and to convert letter grades into numerical points according to the following scales:

Numerical Scores	Letter Grades	A.P./ Honors	Enriched	Regular
90 – 100	A	5	4.5	4
80 – 89	B	4	3.5	3
70 – 79	C	3	2.5	2
60 - 69	D	1	1	1
BELOW 60	F	0	0	0

If a class is dropped after the fifth week of a semester, the grade for that semester shall be recorded as an F.

The weighting of grades is tied to attendance.

GRADES & PROMOTION – COLLINSVILLE MIDDLE SCHOOL

Grades and grade point average are reported to the parents at the end of each quarter (nine weeks). The report cards will be available to be viewed by parents/guardians at the end of each grading period. Subject achievements are reported as letter grades and grade point averages are reported as numerical points. For questions regarding grades, please contact the classroom teacher.

Numerical Scores	Letter Grades
90 – 100	A
80 – 89	B
70 – 79	C
60 - 69	D
BELOW 60	F

The final grade assigned by the teacher cannot be changed by a District administrator without notifying the teacher. Reasons for changing a student's final grade include: A miscalculation of test scores; A technical error in assigning a particular grade or score; The teacher agrees to allow the student to do extra work that may impact the grade; An inappropriate grading system was used to determine the grade; An inappropriate grade was based on an appropriate grading system.
The decision to promote a student to the next grade level is based on successful completion of the curriculum, attendance, performance on standardized test or other testing. A student shall not be promoted based upon age or any other social reasons not related to academic performance.

PROMOTION POLICY

The decision to promote a student to the next grade level shall be based on successful completion of the curriculum, attendance, performance based on Standards Achievement Tests, "Local Learning Assessment" tests, or other testing. A student shall not be promoted based upon age or any other social reasons not related to academic performance. Remedial assistance options will be offered to students based upon recommendation of the school personnel. Records/grades will be reviewed by building administration at the end of the school year to determine overall readiness for the next grade. If the student is deemed ready for the next grade, s/he will be promoted otherwise; s/he will be retained. Students must meet the U.S. Constitution requirement.
***The Promotion/Retention Policy is as follows and is used as a guide by the Collinsville Middle School Administration:** 1) 4 Failures (Core Classes) – Automatic Retention; 2) One (1), Two (2) or Three (3) Failures (Core Classes) – Summer School Required for Promotion to the next grade level. Administration will make the final determination for Summer School on a case-by-case basis.

ACCELERATED PLACEMENT

The District provides for an Accelerated Placement Program (APP) for qualified students. It provides students with an educational setting with curriculum options that are usually reserved for students who are older or in higher grades than the student. Accelerated placement includes but may not be limited to: early entrance to kindergarten or first grade, accelerating a student in a single subject and grade acceleration. Participation is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted or talented. Please contact the building principal for additional information.

GRADES AND PROMOTION - DORRIS INTERMEDIATE SCHOOL

School report cards are issued to students on a quarterly basis. For questions regarding grades, please contact the classroom teacher.
The decision to promote a student to the next grade level is based on successful completion of the curriculum, attendance, performance on standardized tests and other testing.
In Collinsville CUSD10, successful completion of the curriculum in grades 5-6 means a student attained a final grade above an "F" in both reading and math. In grades K-4, students must attain a final rating higher than "Beginning" in reading and math. If a child receives an "F" as a final grade in reading and math (or "B" for grades K-4), he/she may not be promoted to the next grade level unless a remedial plan is successfully completed. Summer school is the final option of the remedial plan.
A student will not be promoted based upon age or any other social reasons not related to academic performance.

Grade Scale (Grades 5-6)

Letter Grades will be administered in core curricular areas beginning in fifth grade. Progress will be assessed according to student mastery of the state learning standards. Letter grades are issued according to the following scale.

Numerical Scores	Letter Grades
90 – 100	A
80 – 89	B
70 – 79	C
60 - 69	D
BELOW 60	F

GRADE PLACEMENT
Collinsville Community Unit School District #10 reserves the right to test or place on probation for thirty (30) days, any student transferring into the Collinsville School District for purposes of grade placement.

ACCELERATED PLACEMENT
The District provides for an Accelerated Placement Program (APP) for qualified students. It provides students with an educational setting with curriculum options that are usually reserved for students who are older or in higher grades than the student. Accelerated placement includes but may not be limited to: early entrance to kindergarten or first grade, accelerating a student in a single subject and grade acceleration. Participation is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted or talented. Please contact the building principal for additional information.

GRADES AND PROMOTION – ELEMENTARY (K-4)

School report cards are available to view in Skyward each trimester. For questions regarding grades, please contact the classroom teacher. Grades may be accessed on-line through Skyward. Parents/Guardians who do not have electronic access to their child's report card can contact the student's school office to request a hard copy of the report card in their home language. The decision to promote a student to the next grade level is based on successful completion of the curriculum, attendance, performance on standardized tests and other testing. A student will not be promoted based upon age or any other social reasons not related to academic performance. If the student is "Below" in both reading and math, he/she may not be promoted to the next grade level unless a remedial plan is successfully completed. Summer school is the final option of the remedial plan.

EXPLANATION OF ACADEMIC MARKS (GRADES K-4)

Below (B)	Below expectations on grade level standards.
Meets (M)	Meeting expectations on grade level standards.
Exceeds €	Exceeding expectations on grade level standards.
Not Assessed (NA)	The topic/concept was introduced but not assessed at this time.
Satisfactory (S)	The student's skill level is secure.
Needs Improvement (NI)	The topic has been introduced. The students' skill level is not secure.

GRADE PLACEMENT
Collinsville Community Unit School District #10 reserves the right to test or place on probation for thirty (30) days, any student transferring into the Collinsville School District for purposes of grade placement.

ACCELERATED PLACEMENT
The District provides for an Accelerated Placement Program (APP) for qualified students. It provides students with an educational setting with curriculum options that are usually reserved for students who are older or in higher grades than the student. Accelerated placement includes but may not be limited to: early entrance to kindergarten or first grade, accelerating a student in a single subject and grade acceleration. Participation is open to all students who demonstrate high ability and who may benefit from accelerated placement. It is not limited to students who have been identified as gifted or talented. Please contact the building principal for additional information.

GRADUATION CREDIT REQUIREMENTS (COLLINSVILLE HIGH SCHOOL)

To graduate from high school, unless otherwise exempted, each student is responsible for: 1. Completing all District graduation requirements that are in addition to the State requirements. 2. Completing all courses as provided in the School Code, 105 ILCS 5/27-22. 3. Completing all minimum requirements for graduation as specified in State law. 4. Passing an examination on patriotism and principles of representative government, proper use of the flag, methods of voting, and the Pledge of Allegiance. 5. Participating in State assessments that are required for graduation by State law. 6. Filing one of the following: (1) a Free Application for Federal Student Aid (FAFSA) with the U.S. Dept. of Education, (2) an application for State financial aid, or (3) an Ill. State Board of Education (ISBE) waiver form indicating that the student understands what these aid opportunities are and has chosen not to file an application. If the student is not at least 18 years of age or legally emancipated, the student's parent/guardian must file one of these documents on the student's behalf. A student is exempt from this requirement if: (1) the student is unable to file a financial aid application or an ISBE waiver due to extenuating circumstances, (2) the Building Principal attests the District made a good faith effort to assist the student or the student's parent/guardian with filing a financial aid application or an ISBE waiver form, and (3) the student has met all other graduation requirements.

REQUIRED COURSES

There is no limitation on the maximum number of units of credits a student can earn, but the following courses are required and must be successfully completed: 1) English (4 credits); 2) Mathematics (3 credits, including 1 credit of Geometry and enrollment in mathematics for three full academic years); 3) Science (2 credits: 1 credit of life science and 1 credit of physical science); 4) Social Studies [2 ½ credits: including ½ credit in Government (Civics), 1 credit in United States History, and 1 credit in World History or World Geography; 5) Physical Ed. (1 credit per year; Minimum required 3 semesters of PE and 1 semester of Health, PE waiver available under certain circumstances); 6) Consumer Education (min. ¼ credit); 7) Computer Applications (¼ credit). Seniors, with parent/guardian permission, may choose to enroll in an academic class in lieu of lunch/study hall.

State Mandated Graduation Requirements

Four years of language arts; Two years of writing intensive courses, one of which must be English and the other of which may be English or any other subject. When applicable, writing-intensive courses may be counted towards the fulfillment of other graduation requirements; Three years of mathematics, one of which must be Algebra I and one of which must include geometry content and one of which may be an Advanced Placement computer science course; Two years of science; Two years of social studies, of which at least one year must be history of the United States or a combination of history of the United States and American government. Within the two years of social studies requirement, one semester of civics is required; One year chosen from (A) music, (B) art, (C) foreign language, which shall be deemed to include American Sign Language, (D) vocational education, or (E) forensic speech (speech and debate). A forensic speech course used to satisfy the course requirement for language arts may not be used to satisfy the course requirement under this subdivision; One semester of health education; Physical education classes; A course covering American patriotism and the principles of representative government, as enunciated in the American Declaration of Independence, the Constitution of the United States of America and the Constitution of the State of Illinois, and the proper use and display of the American flag; Nine weeks of consumer education; For students first entering high school in the 2022-23 school year, one year of a course that includes intensive instruction in computer literacy, which may be English, social studies, or any other subject and which may be counted toward the fulfillment of other graduation requirements.

Free Application for Federal Student Aid (FAFSA) Graduation Requirement

As a prerequisite to receiving a high school diploma, the parent or guardian of each student or, if a student is at least 18 years of age or legally emancipated, the student must comply with either of the following: 1) File a FAFSA with the United States Department of Education or, if applicable, an application for State financial aid; 2) File an ISBE waiver indicating that the parent or guardian or, if applicable, the student understands what the FAFSA and application for State financial aid are and has chosen not to file an application.

Upon request, the school will provide a student and his or her parent or guardian any support or assistance necessary to comply with this requirement

A school district may award a high school diploma to a student who is unable to meet this requirement due to extenuating circumstances, as determined by the school district, if (i) the student has met all other graduation requirements, and (ii) the principal attests that the school district has made a good faith effort to assist the student or, if applicable, his or her parent or guardian in filing an application or a waiver.

CREDITS

Graduating students are required to have a total of 21 credits. Half a credit per semester is awarded for each course satisfactorily completed except the following: 1) Vocational Center Programs (AVC) - 3 credits -1 ½ credits per semester; 2) Driver Education – ¼ credit; 3) Computer Applications – ¼ credit class; 4) Cooperative Education – 1 ¼ credits per semester; and 5) Algebra IA– ¾ credit for each semester; CEO Entrepreneurship- 2 Credits- 1 credit per semester.

Credits in the ninth through twelfth grades are awarded at the end of first and second semester. An' F' grade in a course means no credit is earned. No credit is awarded for repeating a course if credit was earned previously for the same course - the first grade earned will be the grade used for grade point calculations (except for Current Events which may be taken for credit twice). If a course is dropped after the first five weeks of either semester, the drop will be recorded as a course attempted and will be used to compute grade point average. The grade report and student permanent record will list the drop course as 'F'.'

EARLY GRADUATION

CHS is a four-year institution that does not promote early graduation. However, students may graduate at the end of their 7th semester when they have met all graduation requirements and submitted the Application for Early Graduation by September 5th of their senior year. Early graduates will not be permitted to participate in spring extracurricular activities, attend prom or the senior class trip. Early graduates who wish to walk with their class in the graduation ceremony must attend the mandatory graduation practice. Applications for early graduation may be obtained in the Counseling Department.

HALL PASSES (COLLINSVILLE HIGH SCHOOL)

During class time, students may not be in the hallways without a signed pass. It is the responsibility of the student to assure that they have a school approved pass. Only CHS faculty and office staff may issue passes. Students with passes are to proceed directly to the location identified on the pass. Students are prohibited from altering the content of a pass without the approval of the staff member who initially issued the pass. Student-escorts for pupils with 'early passes' must remain with the pupil identified on the pass until the class dismissal bell and/or the end of the school day. The following color scheme will be followed: 1) Blue-Passes to go to the health room; 2) Orange-Passes to go to the library; 3) White–Passes issued by the office; 4) Green - Summon Slips issued by the office.

HANDBOOK RECEIPT REQUIRED

All parents/guardians must sign a receipt indicating that they agree to read and acknowledge they understand that the Student and Parent Handbook may be accessed via the Collinsville Unit 10 School District Website at http://www.kahoks.org. This should be completed through the Parent Portal in Skyward during the registration process. By signing the handbook receipt, parents/guardians/students acknowledge that they will read and follow the policies and procedures set in place for students by the C.U.S.D. No. 10 Board of Education. Parents/Guardians who sign for their child do so with the understanding that their child will read and follow the policies and procedures set in place for students by the C.U.S.D. No. 10 Board of Education.

HEALTH SERVICES

School Health Services provides emergent/urgent nursing assessment, first aid care, medication administration, vision/hearing screening/referral, health record maintenance and IEP related assessments through the health office. The health and welfare of every student is important. Regardless of the nature and extent of a student's illness or injury, it should be reported to the school nurse. Staff members can refer students to the health office and students can refer themselves by requesting a pass from a staff member. Parent/guardian notification will be based on nursing assessment and the nurse's/principal's discretion.

ACCIDENT REPORTS

If a student is seriously injured which requires medical attention while at school, at a school sponsored event or function, or on the bus, the nurse, the teacher, the bus driver and/or principal will complete an accident report. The student's parents will be notified as soon as practicable. In the event a child is seriously injured and the parents cannot be contacted, the school nurse will be notified and after an examination and consultation with the principal, a decision may be made to have the child transported to the Emergency Room. Every effort will be made to notify the parents of the decision.

ALLERGY MANAGEMENT - FOOD ALLERGY AND OTHER LIFE-THREATENING ALLERGIES

State law requires our school district to annually inform parents of students with life-threatening allergies or life-threatening chronic illnesses of the applicable provisions of Section 504 of the Rehabilitation Act of 1973 and other applicable federal statutes, state statutes, federal regulations and state rules. If your child has a life-threatening allergy or life-threatening chronic illness, please notify the building principal and/or school nurse. Federal law protects students from discrimination due to a disability that substantially limits a major life activity. If your child has a qualifying disability, an individualized Section 504 Plan will be developed and implemented to provide the needed supports so that your child can access his or her education as effectively as students without disabilities. Not all students with life-threatening allergies and life-threatening chronic illnesses may be eligible under Section 504. Our school district also may be able to appropriately meet a student's needs through other means. If your child has a life-threatening allergy, an emergency action plan and health care plan will be developed and implemented in order to provide the best care for your child. If an EpiPen auto-injector has been prescribed, the parent/guardian will be responsible for notifying the school nurse/principal and providing the necessary emergency documentation and medication. In addition, undesignated Epipens are available in case of a first-time reaction occurring at school that can be administered by the school nurse following an assessment.

AUTOMATED EXTERNAL DEFIBRILLATOR (AED)

The state requires all public indoor athletic facilities with participants of 100 or more to have AEDs. This includes schools with gymnasiums/wrestling rooms/weight training rooms/physical education classes. An AED (Automated External Defibrillator) is a device that is designed to shock a fibrillating heart back into a normal rhythm. These are safe and effective life-saving devices. There is no danger to students, staff, or visitors. No accidental shock can be given. The device will only shock a fibrillation heart. All CUSD10 school buildings/Administration building/Administrative Annex building are equipped with Heartsine AEDs. There are additional AEDs available for athletic practices and events. Several staff members have completed CPR/AED certification

training. Please make your child(ren) aware that these units are housed in wall hanging cabinets in each building and should not be tampered with by students.

BUS TRANSPORTATION - EMERGENCY MEDICAL INFORMATION FOR STUDENTS WITH SPECIAL NEEDS/MEDICAL CONCERNS DURING BUS TRANSPORTATION

The BUS TRANSPORTATION - EMERGENCY MEDICAL INFORMATION FOR STUDENTS WITH SPECIAL NEEDS/MEDICAL CONCERNS DURING BUS TRANSPORTATION form is available from the school nurse in the Health Office. The purpose of this form is to give school bus drivers/monitors information about children who may have special needs or medical concerns during bus transportation. However, the school bus drivers/monitors are not responsible for and will not give/monitor medications on the bus. The school bus drivers/monitors are not trained health care providers. No medication should be carried or used on the bus unless specific arrangements have been made with the school nurse (inhaler/EpiPen/diabetic) and in accordance with Board Policy 7:270. In an emergent situation, a bus driver should pull to a safe stop and notify dispatch to call 911. Examples of this may include but are not limited to: grand mal seizure, severe asthma attack, allergic reaction with respiratory difficulty, and/or severe bleeding from a wound. This form is available from the school nurse and will be kept in the school nurse's office, with a student's IEP/504, with a student/s HCP, and/or at the bus company.

COMMUNICABLE DISEASE – NOTIFICATION AND EXCLUSION

The school will observe recommendations of the CDC, Illinois Department of Public Health, and local health departments regarding communicable diseases. 1. Parents are required to notify the school nurse if they suspect their child has a communicable disease. 2. In certain cases, students with a communicable disease may be excluded from school or sent home from school following notification of the parent or guardian. The decision to allow attendance will be made by the school nurse. 3. The school will provide written instructions to the parent and guardian regarding appropriate treatment for the communicable disease. 4. A student excluded because of a communicable disease will be permitted to return to school only when the parent or guardian brings to the school a letter from the student's doctor stating that the student is no longer contagious or at risk of spreading the communicable disease. 5. A Susceptibility List will be kept in each building indicating the students who are at risk due to lack of immunizations, medical exemptions, or religious exemptions. Parents of susceptible students will be notified in the event of a communicable disease outbreak. If your child exhibits SYMPTOMS of the following illness(es), please follow these guidelines. A Physician's note may be required when returning to school.

ALLERGIC CONJUNCTIVITIS-(caused frequently from allergies) May return to school immediately with confirmation from doctor.

CHICKEN POX/SHINGLES-Exclusion from school for at least 5 days after the eruption of the last vesicles or until all lesions are dry and scabbed over with absence of fever.

COMMON COLD-Exclude from school for fever 100 degree F or greater for 24 hours and/or excessive coughing.

CONTAGIOUS CONJUNCTIVITIS (Pink eye)-Exclusion from school until 24 hours after treatment begins or written permission from the doctor to return to school.

CONJUNCTIVITIS - Allergic conjunctivitis can be caused by allergies. May return to school immediately with confirmation from the doctor. **Contagious Conjunctivitis** (Pink eye) is caused by a bacteria or virus. Must be excluded from school until 24 hours after treatment begins and written permission from the doctor to return to school.

COVID - Exclude until fever-free without fever reducing medications for at least 24 hours and symptoms are significantly improving overall. Upon return and for the next 5 days, the CDC recommends enhancing hygiene practices, wearing a well-fitted mask and physical distance from others when indoors as much as possible.

FEVER-Fever is considered to be 100 degree F or greater. Exclusion from school until the student is **fever-free** for 24 hours without fever-reducing medications.

FIFTH'S DISEASE-Rash will appear lace-like and bright red on arms/chest/abdomen. Facial cheeks may appear bright red. No exclusion unless fever over 100 degrees is present. May require written verification from physician

GASTROENTERITIS (PARASITIC/VIRAL)-Exclusion from school until 24 hour absence of **diarrhea, vomiting, and fever** 100 degree F or greater.

HAND FOOT MOUTH DISEASE-May see lesions on hands, feet, and/or face. Return with written verification from a physician and/or lesions are intact and dry or can be covered at all types. Must be fever free and practice good hygiene (for example-no drooling, no toys in mouth, good hand washing, etc.).

HEPATITIS A VIRUS-Exclusion from school until a written release from doctor is obtained. Must be free of diarrhea, vomiting, and fever for 24 hours before returning to school.

IMPETIGO-Exclusion from school until sores are healed over without drainage or with permission from the physician to return to school 24 hours after treatment begins. Note: Lesions must be covered while in school when possible.

INFLUENZA (FLU)-Exclusion from school until absence of fever (fever is 100 degree F or greater) for 24 hours.

MENINGITIS-Exclusion from school until absence of fever for 24 hours without fever-reducing medication, at least 24 hours of antibiotics, and with written release from the physician.

PEDICULOSIS (HEAD LICE)-Exclusion from school may occur for live lice/multiple nits per the discretion of the school nurse/principal until 1) treatment with appropriate lice eliminating product, 2) removal of live lice/multiple nits, and 3) completion of a head check by the school nurse/principal.

PINWORMS-Exclusion from school until 24 hours after first treatment confirmed. May require written verification from a doctor to return to school. Practice good/frequent handwashing.

RINGWORM-Exclusion from school until 24 hours after treatment begins with written verification from the doctor or evidence of over-the-counter antifungal treatment has been initiated. Lesions should be kept covered at school.
SCABIES-Exclusion from school until 24 hours after the first scabicide treatment confirmed. Written verification from the physician to return to school.
STREP THROAT and SCARLET FEVER-Exclusion from school until 24 hours after treatment (antibiotic) begins with written permission from the doctor to return to school, provided that fever is absent without fever-reducing medications for 24 hours.
STAPH and MRSA-Exclusion from school for a minimum of 48 hours after antibiotic treatment has begun and lesions are closed or completely covered. Exclude if wounds cannot be well contained under a dressing. Exclude from high-risk activities such as contact team sports if the wound cannot be completely covered with a secure bandage that will remain intact throughout sport activity, until completely healed. Exclude from use of pools/whirlpool until wounds are healed. Students must practice good frequent hand hygiene. *Must have doctor written permission to return to school.*
OXYGEN SATURATION-Fingertip pulse oximetry may be used as a tool for asthmatic episodes, coughing episodes, choking episodes, and/or allergic reaction episodes. *Healthy Saturation Levels 95-100%.* If a fingertip pulse oximeter indicates an oxygen saturation level *below 95%* that does not improve after medication/treatment, the student must be sent home and encouraged to call/visit their physician or ER.
PERTUSSIS (WHOOPING COUGH)-Must be excluded for 5 days of appropriate antibiotic treatment. Must be fever free and cough controlled when returning to school. May require written verification from a physician to return to school.

CONCUSSIONS

A concussion is a traumatic brain injury that interferes with normal brain function. Concussions can range from mild to severe and can occur in any organized or unorganized sport or recreational activity resulting from a fall or from players colliding with each other, the ground, or with obstacles. CUSD#10 has Guidelines for Concussive Injuries developed in accordance with 105 ILCS 5/10-20.53, 5/34-18.45 and based on the recommendations from IHSA and the Centers for Disease Control. Students with a concussive injury should not return to physical activity (PE/recess/practice/competition) during the same day of the injury. A physician's note and suggested activity progression should accompany a student and/or student athlete to return to school and or physical activities.

Student athletes must comply with Illinois' Youth Sports Concussion Safety Act and all protocols, policies and bylaws of the Illinois High 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.

More information can be found at www.kahoks.org/CHS/Sports/Sports_Medicine.htm, www.cdc.gov/safechild www.ihsa.org/Resources/SportsMedicine/ConcussionManagement.aspx, www.cdc.gov/ConcussionYouthSports

DIABETES – CARE FOR

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 school principal or school nurse. Parents/guardians are responsible for and must: 1) 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; 2) Inform the school in a timely manner of any changes to their emergency contact numbers or contact numbers of health care providers; 3) Sign the Diabetes Care Plan; 4) Grant consent 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 building principal or school nurse.

EMERGENCY EPIPEN-INJECTORS

There will be emergency undesignated EpiPen-injectors available in each school building to be used as needed following an assessment by the school nurse or trained staff member (with CPR/AED certification) of a child with a suspected allergic reaction. Students who have prescribed EpiPen-injectors at school with appropriate paperwork and pharmacy labels can be administered as needed by any trained school staff or self-administered by the student.

EMERGENT HEALTH CONCERNS

Serious illness or injury must be reported immediately to the health office. If a student is too ill or seriously injured and cannot report to the health office on his own, the teacher should contact the main office. If the student is too ill or seriously injured to remain at school, the nurse will make all of the necessary arrangements for the student to go home or be transported by emergency services.

EXEMPTIONS

A student will be exempted from physical/immunization/dental/eye exams for:

1. Religious Objection-a student's parent/guardian presents a Certificate of Religious Exemption to the school nurse/principal. This statement must be approved by the district superintendent or appointed designee. 2. Medical Objection-a student's parent/guardian presents to the school nurse/principal a written and signed statement from the child's physician indicating the reason for the exemption. 3. Eye exam requirement-the student's parent/guardian shows an undue burden or a lack of access to a licensed optometrist/ophthalmologist. A signed eye exam waiver must be on file. 4. Dental exam requirement-student's parent/guardian shows an undue burden or a lack of access to a dentist. A signed dental exam waiver must be on file.

HEAD LICE

Management on the Day of Diagnosis: If a student has a head lice infestation (live bugs) the student may have limited direct contact with others until treated, parents notified, and student sent home per the discretion of the school nurse/principal based on

the number of nits/live lice and treatment history. Prompt treatment is recommended. The school will provide written instructions to the parent or guardian regarding appropriate treatment for the infestation.
Upon return to school, parents should accompany students to the health room for a head check before they enter the classroom. Parents should be aware that if live lice and/or nits remain, a child may be sent back home per the discretion of the school nurse/principal. The health staff will make every effort to keep your child in school, but your cooperation/prompt and thorough treatment is a must.

HEALTH EXAMINATIONS AND IMMUNIZATIONS - REQUIRED

All students are required to present appropriate proof that the student received a health examination and required immunizations against preventable communicable diseases. Students must present an up-to-date immunization record that meets all Illinois requirements or an immunization schedule from the physician. Lack of proper immunizations is subject to exclusion from school. Students who are not compliant with physical examination and immunization requirements and have not submitted a waiver to be exempt from immunizations will be excluded from school and will not be permitted to make-up work for academic credit for their absences. The District will also report the student as truant. If a student submits a valid waiver to be exempt from immunization and is subsequently excluded from school due to a disease outbreak or due to his/her exposure to any of the diseases for which immunization is required, the excluded student will have the opportunity to make up all missed academic work for full credit.

SCHOOL HEALTH REQUIREMENTS

Early Childhood/Pre-Kindergarten:
- Physical Exam on Illinois State Form by October 15, 2025

Documented up-to-date Immunizations

Kindergarten:
- Kindergarten Physical Exam on Illinois State Form by October 15, 2025
- Documented up-to-date Immunizations
- Eye Exam on Illinois State Form by Oct 15, 2025
- Kindergarten Dental Exam on Illinois State Form by May 15, 2026

First Grade:
- Same as Kindergarten, Kindergarten Dental Exam completed

Second Grade:
- Same as Kindergarten
- Second grade Dental Exam on Illinois State Form by May 15, 2026

Third/Fourth/Fifth Grade:
- Same as Kindergarten, Second grade Dental Exam completed

Sixth Grade:
- Sixth grade Physical Exam on Illinois State Form by October 15, 2025
- Documented up-to-date Immunizations
- Proof of at least one Tdap Booster
- One dose Meningococcal Conjugate Vaccine (MCV4)
- Sixth grade Dental Exam on Illinois State Form by May 15, 2026

Seventh/Eighth Grades:
- Same as Sixth grade, Sixth grade Dental Exam completed

Ninth Grade:
- Physical Exam on Illinois State Form by October 15, 2025
- Documented up-to-date Immunizations
- Ninth grade Dental Exam on Illinois State Form by May 15, 2026

Tenth/Eleventh Grades:
- Same as Ninth grade, Ninth grade Dental Exam completed

Twelfth Grade:

Proof of at least one meningococcal on or after 16th birthday, Ninth grade Dental Exam completed

Transfer Students:

District within Illinois: meet requirements of grade level within 30 days of start date

From another State: meet requirements of grade level within 30 days of start date, Eye Exam performed within one year if new to Illinois schools.

**A completed PHYSICAL EXAM includes all required fields (immunizations, examination results, system review, diabetic screening, lead risk assessment, physical education examination). It must be on the Illinois Certificate of Child Health Examination form signed by a Physician/PA/APN including the office stamp/contact information. The health history located on the back of the physical form must be completed and signed by the parent/guardian. Must be completed by October 15 of the required grade or may be subject to EXCLUSION from school.

**DENTAL EXAM - IDPH Proof of School Dental Examination form including the dentist signature and office/clinic information and completed within 18 months of May 15 of the required grade level.

** EYE EXAM - Illinois Eye Examination Report form including doctor signature and completed within one year of the required grade level or upon entry to an Illinois school.

**MEDICAL EXEMPTIONS – written documentation from the physician (ask School Nurse for form).

**RELIGIOUS EXEMPTIONS – written religious explanation from the parent/guardian, signed by a physician (ask for form).

**SPORTS PHYSICAL - If your child will be participating in grades 7-12 sports, a sports physical is required annually (the ninth grade physical exam may be used during freshman year only) on the IHSA/IESA Physical form. Sports physicals are valid for 395 days and must be completed prior to tryouts/practice/play.

Please communicate with your building SCHOOL NURSE if you are in need of assistance finding resources, etc. We are more than willing to assist you in any way we can to prevent your child's exclusion from school.

HEALTH OFFICE

Medical facilities will be available for students that become ill during the school day. Students who feel ill during class should secure a pass from the teacher to go to the health office. If the nurse is not in the office, students should report to the school office. Injuries occurring in the classroom or during physical education class should be reported to the teacher in charge before going to the health office. The school nurse or office must make contact with a parent/guardian/emergency contact before ill students are allowed to be picked up/signed out and/or sign themselves out.

HEARING AND VISION SCREENING

The Illinois Department of Public Health requires certain grade levels be screened for hearing and vision. Certified vision and hearing technicians will perform the screenings. Hearing screening will be conducted for early childhood, pre-kindergarten, kindergarten, first, second, third, and special education students. Vision screening will be conducted for early childhood, pre-kindergarten, kindergarten, second, eighth, and special education students. Color vision screening will be performed for second grade. Vision screening is not a substitute for a complete eye exam by an eye doctor. If your student has completed a hearing or vision exam within one year, you may send a copy of the report to the school to be kept with your child's health record. Only if this documentation is present will your child be exempt from testing. Your child may also be screened during the school year upon request of the teacher based on the observable signs of hearing or vision difficulties in the classroom. If your child fails either the hearing or vision screening, you will receive a letter of notification.

INSURANCE - SCHOOL

School insurance is offered at the beginning of each school year. Parents are encouraged to take advantage of this offering. Envelopes for enrolling for this insurance are available at centralized registration or in the school's office.

MEDICATION POLICY COLLINSVILLE UNIT #10 SCHOOL DISTRICT

STUDENTS ARE NOT ALLOWED TO CARRY ANY TYPE OF MEDICATIONS WHILE IN SCHOOL OR RIDING A SCHOOL BUS. (Students may carry inhalers, Epi-pens, or Diabetic supplies if the student's parent/guardian has completed and signed a *School Medication Authorization Form* as discussed below. If it is necessary to carry these medications/supplies on the bus, an Emergency Medical Information for Students with Special Needs/Medical Concerns During Bus Transportation form may be completed.) Student medication form is available in the school health office.

1. School personnel will not administer medication at school if arrangements can be made so that the student can receive the medication at home. Medications that can be given before and/or after school should be given at home.
2. **Epi-Pens** may be carried and self-administered by the student if the physician indicates in writing on the medication request form that it is medically necessary that the Epi-Pen be carried by the student at all times and that the student has been instructed in the use and self-administration of the Epi-Pen and can fulfill the requirements of the procedure. (The student will be issued a permanent pass for the school year at the senior high level).
3. **Inhalers** kept in the health room must have a ***pharmacy label*** and/or copy of the pharmacy label and the ***Student Medication Authorization Form signed by the*** **physician and parent** on file at school.

Students who self-carry their inhaler must have a copy of the ***pharmacy label*** and the ***Student Medication Authorization Form signed by the parent*** on file at school.

An ***Asthma Action Plan*** should be on file for all students who keep an inhaler in the health room or self-carry and inhaler.

It is recommended to keep an extra inhaler in the health room for emergency use even if the child will self-carry an inhaler.

4. Students who are diabetic may also self-carry and self-administer diabetic testing supplies and insulin. Students who are diabetic must also have a Diabetes Care Plan on file with the school.
5. All medications administered to students during school hours must be transported to and from school by a parent or another adult acting on the parents' behalf.
6. **All requests to administer medication (prescription or non-prescription) to students must be in writing on the designated "Student Medication Authorization Form" and signed by the parent or legal guardian and the physician or appointed designee. Medication will not be administered unless a request form is properly completed and the medication is labeled properly.**

7. All medications, prescribed by the physician, must be in the original pharmacy container. **Prescription medication must have the pharmacy label on the medication bottle, box, or administration device**. **Non-prescription medication must come in a new sealed container.** Any change in the dosage of the medication and/or the directions for use will require a *corrected pharmacy label* indicating the changes and a *signed note from the physician*.
8. All medications given at school require a new Student Medication Authorization Form at the start of each school year.
9. **The administration of any medication containing a narcotic is discouraged during school hours**. If a student requires medication of this type for pain, it is recommended that he/she remain at home until a milder form of medication can be used. It is highly recommended that parents do not administer narcotics before school due to safety issues at school.
10. **Cough drops are permitted at the elementary and intermediate levels (Pre-K to 6th) with a medication permission form or dated note signed by parent/guardian. All cough drops need to be in a new, sealed package.** Students will be asked to stay in the health room or supervised by the teacher in the classroom while the cough drop is administered. However, cough drops are discouraged at this grade level due to risk of choking.

ADMINISTRATION OF MEDICINES TO STUDENTS

Administering Medicines to Students

Students should not take medication during school hours or during school-related activities 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 and otherwise follow the District's procedures on dispensing medication.

No School District employee shall 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 shall 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 policy and its implementing procedures. Nothing in this policy shall prohibit any school employee from providing emergency assistance to students, including administering medication.

Self-Administration of Medication

A student may possess and self-administer an epinephrine injector, e.g., EpiPen®, and/or asthma medication prescribed for use at the student's discretion, provided the student's parent/guardian has completed and signed a School Medication Authorization Form. The Superintendent or designee will ensure an Emergency Action Plan is developed for each self-administering student. A student may self-administer medication required under a *qualifying plan*, provided the student's parent/guardian has completed and signed a *School Medication Authorization Form*. A qualifying plan means: (1) an asthma action plan, (2) an Individual Health Care Action Plan, (3) an allergy emergency action plan, (4) a plan pursuant to Section 504 of the federal Rehabilitation Act of 1973, or (5) a plan pursuant to the federal Individuals with Disabilities Education Act.

The 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.

School District Supply of Undesignated Asthma Medication

The Superintendent or designee shall implement 105 ILCS 5/22-30(f) e and maintain a supply of undesignated asthma medication in the name of the District and provide or administer them as necessary according to State law. Undesignated asthma medication means an asthma medication prescribed in the name of the District or one of its schools. A school nurse may administer an undesignated asthma medication to a person when they, in good faith, believe a person is having respiratory distress. Respiratory distress may be characterized as mild-to-moderate or severe.

School District Supply of Undesignated Epinephrine Injectors

The Superintendent or designee shall implement 105 ILCS 5/22-30(f)and maintain a supply of undesignated epinephrine injectors in the name of the District and provide or administer them as necessary according to State law. Undesignated epinephrine injector means an epinephrine injector prescribed in the name of the District or one of its schools. A school nurse may administer an undesignated epinephrine injector to a person when they, in good faith, believe a person is having an anaphylactic reaction.

School District Supply of Undesignated Opioid Antagonists

The Superintendent or designee shall implement 105 ILCS 5/22-30(f)and maintain a supply of undesignated opioid antagonists in the name of the District and provide or administer them as necessary according to State law. Opioid antagonist means a drug that binds to opioid receptors and blocks or inhibits the effect of opioids acting on those receptors, including, but not limited to, naloxone hydrochloride or any other similarly acting drug approved by the U.S. Food and Drug Administration. Undesignated opioid antagonist is not defined by the School Code; for purposes of this policy it means an opioid antagonist prescribed in the name of the District or one of its schools or obtained by the District without a prescription. A school nurse or Trained staff may administer

an undesignated opioid antagonist to a person when they, in good faith, believe a person is having an opioid overdose. See the website for the Ill. Dept. of Human Services for information about opioid prevention, abuse, public awareness, and a toll-free number to provide information and referral services for persons with questions concerning substance abuse treatment.

Administration of Medical Cannabis

The Compassionate Use of Medical Cannabis Program Act allows a medical cannabis infused product to be administered to a student by one or more of the following individuals: 1. A parent/guardian of a student who is a minor who registers with the Ill. Dept. of Public Health (IDPH) as a designated caregiver to administer medical cannabis to their child. A designated caregiver may also be another individual other than the student's parent/guardian. Any designated caregiver must be at least 21 years old and is allowed to administer a medical cannabis infused product to a child who is a student on the premises of his or her school or on his or her school bus if: a. Both the student and the designated caregiver possess valid registry identification cards issued by IDPH; b. Copies of the registry identification cards are provided to the District; c. That student's parent/guardian completed, signed, and submitted a School Medication Authorization Form - Medical Cannabis; and d. After administering the product to the student, the designated caregiver immediately removes it from school premises or the school bus. 2. A properly trained school nurse or administrator, who shall be allowed to administer the medical cannabis infused product to the student on the premises of the child's school, at a school-sponsored activity, or before/after normal school activities, including while the student is in before-school or after-school care on school-operated property or while being transported on a school bus. 3. The student him or herself when the self-administration takes place under the direct supervision of a school nurse or administrator.

The District retains the right to use its discretion to regulate the administration of the product, which may not be administered in a manner that, in the opinion of the District or school, would create a disruption to the educational environment or cause exposure of the product to other students. A school employee shall not be required to administer the product.

Discipline of a student for being administered a product by a designated caregiver, or by a school nurse or administrator, or who self-administers a product under the direct supervision of a school nurse or administrator pursuant to this policy 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.

The District reserves the right to restrict or otherwise stop allowing the administration of medical cannabis to a child if the District or school would lose federal funding as a result.

Void Policy

The School District Supply of Undesignated Asthma Medication section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated asthma medication from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school asthma medication. The School District Supply of Undesignated Epinephrine Injectors section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated epinephrine injectors from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school epinephrine injectors. The School District Supply of Undesignated Opioid Antagonists section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for opioid antagonists from a health care professional who has been delegated prescriptive authority for opioid antagonists in accordance with Section 5-23 of the Substance Use Disorder Act, or (2) fill the District's prescription for undesignated school opioid antagonists. The Administration of Medical Cannabis section of the policy is void and the District reserves the right not to implement it if the District or school is in danger of losing federal funding.

Administration of Undesignated Medication

Upon any administration of a medication permitted by State law, the Superintendent or designee(s) must ensure all notifications required by State law and administrative procedures occur.

Disclaimers

Upon implementation of this policy, the protections from liability and hold harmless provisions applicable under StaTe law apply. No one, including without limitation parent(s)/guardian(s) of students, should rely on the District for the availability of undesignated medication. This policy does not guarantee the availability of undesignated medications. Students and their parent(s)/guardian(s) should consult their own physician regarding these medication(s).

MEDICATION – AUTHORIZED USE OF

A student may possess and self-administer an epinephrine auto-injector (EpiPen) and/or an asthma inhaler prescribed for immediate use at the student's discretion, provided the student's parent/guardian has completed and signed a School Medication Authorization Form. The school and 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 or epinephrine auto-injector or the storage of any medication by school personnel. A student's parent/guardian must agree to 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 auto-injector and/or asthma inhaler, or the administration of any physician ordered medication by school personnel.
The Student Medication Authorization Form (required for all prescription and non-prescription medications at school) must be completed by the student's parent(s)/guardian(s) each school year. This form must be on file in the Health Office, or in the absence of a Health Office, the School Principal's Office.
School personnel will destroy any medication that is not removed from the school at the end of the school year.
Students are not permitted to carry any type of medications while in school or riding a school bus to and from school unless the physician agrees that it is medically necessary for the student to carry his/her inhaler, EpiPen®, or Diabetic supplies. *Discipline for Medication Policy violations includes all disciplinary measures in the student discipline code.*
Resources: Public Act 096-1460 Recommended Guidelines for Medication Administration in Schools Illinois Department of Human Services and the Illinois State Board of Education, 9/2000
Public Act 099-0843 Asthma Episode Emergency Response Protocol and Asthma Action Plans
Public Act 98-0795 Self-Administration and Self-Carry of Medications for Asthma and Allergy

Void Policy
The School District Supply of Undesignated Asthma Medication section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated asthma medication from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school asthma medication.
The School District Supply of Undesignated Epinephrine Injectors section of the policy is void whenever the Superintendent or designee is, for whatever reason, unable to: (1) obtain for the District a prescription for undesignated epinephrine injectors from a physician or advanced practice nurse licensed to practice medicine in all its branches, or (2) fill the District's prescription for undesignated school epinephrine injectors.
The School District Supply of Undesignated Opioid Antagonists section of the policy is void whenever the Superintendent or designee is, unable to obtain a supply of opioid antagonists due to a shortage, in which case the District shall make reasonable efforts to maintain a supply.

The Administration of Medical Cannabis section of the policy is void and the District reserves the right not to implement it if the District or school is in danger of losing federal funding.

MEDICAL EMERGENCY RESPONSE TEAMS
Medical Emergency Response Teams have been established in each building to respond to medical emergencies including cardiac, asthma, anaphylaxis, diabetes, seizures, and opioid overdose in a timely manner. MERT team members are trained in CPR/AED, Choking Resuscitation, First Aid and Stop the Bleed techniques.

NON-EMERGENT HEALTH CONCERNS (CHS)
Situations that do not demand emergent treatment can be referred, according to the following procedure: 1) The student reports to class and requests a pass to go to the health office. Students will need a blue pass signed by the teacher to enter the health office. The student should proceed directly to the health office and remain there until released. Any student who arrives at the health office without a proper pass may be sent back to class. If the nurse is not in the office, the student should report to the Counseling Department; 2) If the student is too ill or seriously injured to remain at school, the nurse will make all of the necessary arrangements for the student to go home. Under no circumstances, may a student who is ill leave school without checking with the school nurse, school administrator, or CHS attendance office. Students are discouraged from making their own arrangements to leave school by the use of cell phones or other office phones. Student initiated contact to depart campus may be considered unexcused (without school permission) or early dismissal (arranged through the attendance office); 3) Any student who has sustained a serious injury or experiences fever (100 degrees or more), diarrhea, or vomiting, may be immediately dismissed from school through the health office; 4) The nurse may contact student's parent/guardian to bring a one-time dose of medication to treat symptoms such as headache, colds, menstrual cramps, etc.; 5) Parent(s)/guardian(s) are required to notify the school nurse if they suspect their child has head lice. If a student has a head lice infestation (live bugs) the student may have limited direct contact with others until treated, parents notified, and the student sent home per the discretion of the school nurse/principal based on the number of nits/live lice and treatment history. Prompt treatment is recommended. The school will provide written instructions to the parent or guardian regarding appropriate treatment for the infestation and procedures for the return of their child to school. Upon return to school, parents should accompany students to the health room for a head check before they enter the classroom. Parents should be aware that if live lice and/or nits remain, a child may be sent back home per the discretion of the school nurse/principal. The health staff will make every effort to keep your child in school, but your cooperation is a must. Parent notes requesting PE exemptions should be delivered to the CHS health office prior to first hour class. Doctor's notes (indicating time frame) are required for the following: PE exemptions greater than two days, five-minute early pass from class (related to medical reason), use of elevator ($20.00 Fob replacement cost), special needs passes for bathroom privileges, and snacks and/or drinks during the day.
NURSE - SCHOOL
The school nurse supports student success through interventions that improve student health and impact academic achievement by providing emergent care, support of disease processes, development of individual healthcare plans, and involvement in the IEP

process. School nurses also act as on-site public health investigators; in this role, school nurses work to prevent the spread of communicable disease and respond to disease outbreaks under the direction of the Health Department.

HELP AND RESPONSE TEAM

H.A.R.T. is an acronym for "Help And Response Team", for the Collinsville Unit 10 School District. This team is activated during any traumatic event that causes a state of heightened emotions and interrupts the normal daily routine within a school. The H.A.R.T. team is brought into the school building to assist in dealing with unexpected events which could include student or staff deaths, or local/state/national emergencies through announcements, classroom presentations, individual and group discussions and follow-up support. The H.A.R.T. members are trained staff from within the Collinsville school district. Members include administrators, counselors, social workers, psychologists, nurses, speech/language pathologists, classroom teachers, and special education teachers. Each H.A.R.T. member has completed intensive training from "The National Institute for Trauma and Loss in Children." Many members are certified as a "TLC School Specialists", and are registered with the national "TLC" program.

In the event of the death of a current student or staff member: 1) After the event is verified, the district's trauma response team (Help and Response Team - HART) will be activated and district social workers, counselors, and psychologists can be made available to assist students and staff through the grieving process; 2) Resources regarding grief and trauma response will be provided to staff and available for students and families at their request; 3) Students wishing to attend the funeral service may do so with parent permission. These students will be excused from class but will be required to make up any missing assignments. Special arrangements will be made for siblings or relatives of the deceased student or staff member; 4) Assemblies will not be scheduled; rather, students will be supported in individual and small group settings; 5) The Superintendent or their designees will be the only persons authorized to talk with representatives from the media. With permission, the media may be allowed on school property; 6) Those students or families who would like to do something in memory of a student or staff member can meet with school social workers or counselors to discuss manners in which to do so outside of the school building or grounds; 7) The Collinsville High School graduation ceremony is reserved for the celebration of scholastic achievement and the anticipation of future opportunities available to all of the graduates. In order to best acknowledge the loss, supporting those who are ready and able to commemorate those who are no longer able to celebrate with the class and those who are not or choose not to have feelings of grief overshadow their time of personal celebration, a memorial flower arrangement will be a part of the annual graduation ceremony to acknowledge all of those who are not able to celebrate the achievement with us.

HOME AND HOSPITAL INSTRUCTION

A student who is absent from school, or whose physician, physician assistant, or advanced practice registered nurse anticipates that the student will be absent from school, because of a medical condition may be eligible for instruction in the student's home or hospital. Eligibility shall be determined by State law and the Illinois State Board of Education rules governing (1) the continuum of placement options for students who have been identified for special education services or (2) the home and hospital instruction provisions for students who have not been identified for special education services. Appropriate educational services from qualified staff will begin no later than five school days after receiving a written statement from: (1) a physician licensed to practice medicine in all of its branches, (2) a licensed physician assistant, or (3) a 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. A student who is unable to attend school because of pregnancy will be provided home instruction, correspondence courses, or other courses of instruction (1) before the birth of the child when the student's physician, physician assistant, or advanced practice registered nurse indicates, in writing, that she is medically unable to attend regular classroom instruction, and (2) for up to three months after the child's birth or a miscarriage. Periodic conferences will be held between appropriate school personnel, parent(s)/guardian(s), and hospital staff to coordinate course work and facilitate a student's return to school.

HOMELESS CHILDREN EDUCATION

Each child of a homeless individual and each homeless youth has equal access to the same free, appropriate public education, as provided to other children and youths, including a public pre-school education. A "homeless child" is defined as provided in the McKinney Homeless Assistance Act and State law. The Director of Student Services shall act as or appoint a Liaison for Homeless Children to coordinate this policy's implementation. When a child loses permanent housing and becomes a homeless person as defined at 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.

HOMEWORK

Homework is part of the District's instructional program and has the overarching goal of increasing student achievement. Homework is assigned to further a student's educational development and is an application or adaptation of a classroom experience. Homework is any work assigned to the student to be completed outside the classroom to measure what students have learned in the

classroom. It is an integral part of the educational process and has a positive effect on educational achievement. Homework is a discipline for students to develop organizational skills, responsibility, self-confidence, and good work and study habits and helps facilitate knowledge acquisition, critical thinking, and skill development in specific subject areas. The time requirements and the frequency of homework will vary depending on a student's teacher, ability and grade level. The student shall have the responsibility to contact their teacher(s) concerning a plan for completing make-up work for equivalent academic credit within a reasonable time (this usually means one (1) day for each day of reported or documented absence). Students will not be allowed to make-up work missed due to an unexcused absence.

HONOR ROLL (COLLINSVILLE HIGH SCHOOL)

The Honor Roll is the method of recognizing students for high scholastic achievement. It is based on grades from the 1st semester and 2nd semester. Qualification to the Honor Roll requires a grade point average (GPA) of at least 3.40.

IDENTIFICATION CARDS

(COLLINSVILLE MIDDLE SCHOOL & COLLINSVILLE HIGH SCHOOL)

In order to maintain a safe and secure school environment, Collinsville High School and Collinsville Middle School provides every student a school lanyard and ID badge free of charge at the beginning of the school year. The ID and lanyard must be worn upon arrival to campus, up until the student leaves campus every school day. IDs must be worn around the neck, on the front of the body, on the outermost clothing, and properly display their current Collinsville High School and Collinsville Middle School ID card. ID cards and lanyards must remain in good condition and not be altered. No decorative stickers of any type should be placed on these identification cards. In the classroom, there may be situations, at the teacher's discretion, where students may remove their ID lanyards to complete a classroom activity (i.e. PE, science lab, etc.). Any student who loses his/her identification card, or is not in possession of an identification card, will be required to purchase a replacement ID card and lanyard. Students may purchase a replacement card and lanyard for ~~$5.00~~ $10.00 in the CHS Attendance Office/CMS Main Office. Students who habitually do not have an ID card, will face progressive disciplinary action. Students defacing their ID will have to purchase a new ID card and may face disciplinary action. Students may not use computers without the regular student ID or with a temporary ID card. The ID may be needed during the school day, to be presented to any authorized school personnel upon request, for admission into athletic events and assembly programs, to check out books from the media center, to purchase breakfast/lunch or any other times when deemed necessary.

Commented [BH16]: Recommended change from $5.00 to $10.00 by the CHS and CMS school administration.

ILLINOIS ELEMENTARY SCHOOL ASSOCIATION (IESA) (COLLINSVILLE MIDDLE SCHOOL)

ATTENDANCE & HOME SCHOOL ELIGIBILITY

Students must attend member schools and may only represent in competition the school they actually attend. See exceptions noted below and 2.140. In music organizational events, students from more than one member school may participate together in an event entered by one member school. The Executive Director shall have discretion to authorize the use of students from member feeder schools in junior high school activities provided: • They are students at an elementary attendance center located in the same school district which feeds the junior high school; and • They are not members of a grade school team in a sport, scholastic bowl team, speech chorale reading group, or music organization group which is entered in the IESA state tournament series; and • They are members of the junior high school athletic or scholastic bowl team for at least one-half of the regular season contests; and • Request for use of these feeder students is submitted by the junior high school principal to the Executive Director prior to participation in any given activity; and • They are eligible under and in compliance with the requirements of these By-Laws; and • The junior high school principal assumes full responsibility for the conduct of these students during all activities in which they represent the junior high school.

SCHOLASTIC STANDING

All contestants shall be in grades five through eight (5-8) and shall not have passed eighth grade standing. At no time, may a student who is in fourth grade or lower practice or participate with a member school. A student shall be doing passing work as determined by the local school district in all school subjects and the school shall certify compliance with this By-Law. Use of a player, contestant, or participant shall be deemed such certification. For all IESA activities, athletic as well as non-athletic, passing work shall be checked weekly. Eligibility will be applied to the Monday through Saturday following the week that was checked. Students must be passing each subject each week to be eligible. Grades shall be cumulative for the school's grading period. The eligibility check shall be the same day each week unless school is not in session; then it must be taken on the last day of student attendance that week. For fall sports, the first eligibility check shall be made following the first full week of attendance at the beginning of the school year. During the succeeding weeks of the school year, the eligibility check shall begin the week prior to the first contest in an activity. In cases where a contest has been postponed or re-scheduled, the current week eligibility shall be used to determine a student's eligibility. For example, a contest is scheduled to be played on Tuesday and because of poor weather, the contest is rescheduled for two weeks later. A student who was grade eligible for the originally scheduled game but is ineligible during the week of the rescheduled game is not eligible. Conversely, a student who was ineligible the week of the originally scheduled game and is grade eligible the week of the rescheduled contest is eligible to play.

RESIDENCE

A student shall be eligible if he/she attends the member school in the district in which he/she resides. If the parents of a student move from one school district to another during the school year, the student may retain eligibility for the remainder of the school year provided the student continues to attend the school in the district from which the parents moved. Students in special education classes have the option of participating for their home school district, which is counting their attendance, and receiving state aid for them or at the attendance center of their special education class. Once the student has chosen the option, it will not be changed unless the student's special education Individualized Education Plan (IEP) changes.

TRANSFER

A transfer student is defined as one who transfers from one school to another school after the first day of classes at his/her school. A student who transfers from one school to another school shall be eligible to participate under the following guidelines: a. The student would be eligible to participate in a sport at their new school during the current school year if during the IESA designated season for a sport, the student had NOT participated in a tryout, organized practice, or contest in that sport at their previous school. See By-Law 2.072 regarding student status as a member of a team. b. A student who transfers from one school to another and is eligible in accordance with section (a) above shall become eligible to participate in contests for the new school on his/her eleventh day of attendance at the new school in any sport or activity and provided all other eligibility requirements are met.

A student who transfers from one school to another is eligible immediately if the school from which he/she transfers is involved in a co-op with the school to which he/she is transferring.

USE OF PARTICIPANTS

Only students who are currently eligible under the rules and By-Laws are eligible to participate. A student becomes a member of the school team when he/she practices with the school team or participates in a contest.

SCHOOLS WITH WHICH CONTESTS MAY BE HELD

Member schools may permit eligible students to participate in interscholastic activities as school representatives pursuant with the following: • Schools which are members of this Association; • Illinois elementary attendance centers containing any of the grades five through eight which are not members of this Association; Effective July 1, 2024 - 16 - • Any school (Illinois or non-Illinois) containing grades five through eight as long as that contest is held in an Illinois school; • Non-Illinois elementary attendance centers in states adjacent to Illinois which contain any of the grades five through eight. Member schools may not permit students to participate as school representatives in interscholastic activities with high school or non-school groups. Member schools are not allowed to practice against or with other schools, including high schools, or allow students from their own school to practice with a different school.

SPORTSMANSHIP OF SCHOOL REPRESENTATIVES

It is the clear obligation of students, school staff, boards of education, and all other official representatives of member schools in all interscholastic relationships to practice and promote the highest principles of sportsmanship and the ethics of competition, and it is the obligation of the member school to maintain proper crowd control at all interscholastic activities. The Association shall have no responsibility for crowd control or for the actions of school representatives. The Board of Directors shall have full authority to penalize any member school, any of whose representatives or spectators may be adjudged upon competent evidence to have violated these obligations. The IESA and its Board of Directors require an administrator or school representative (other than the participating coaches) be in attendance at all home contests. It is recommended that in addition to the tournament manager, an administrator or other school representative from the host school be in attendance at all times for state tournament series contests. The IESA and its Board of Directors recommends that a school have a policy in place when it is necessary to deal with a fan ejection(s). For all contests, game officials will be required to fill out and submit a special report form for an ejection within 48 hours of the incident. In addition, the host school administrator on duty should also complete a special report form within 48 hours and return it to the IESA office following any ejection.

MISBEHAVIOR DURING ACTIVITIES

Students participating in interscholastic contests in violation of the By-Laws, or other persons found to be in gross violation of the ethics of competition or the principles of good sportsmanship, may be barred by the Executive Director from interscholastic activities.

STANDARDIZED IESA CALENDAR

All IESA-sponsored state tournament series, sport seasons, and activities shall be conducted on dates established with the standardized calendar adopted by the Board of Directors. 2.132 The standardized calendar shall number the weeks of the year, with week one (No. 1) being the first full week of July (Sunday through Saturday). The standardized calendar shall be updated and adopted annually at the September board meeting for a three-year period and is subject to change. The standardized calendar is available from the IESA website and should be checked periodically by school personnel for updated dates/changes.

Commented [BH17]: Added Handbook Language to include IESA By-Law language for IESA.

ILLINOIS HIGH SCHOOL ASSOCIATION (IHSA) (COLLINSVILLE HIGH SCHOOL)

This summary is for the purpose of assisting in the understanding of IHSA By-laws and Policies. In case of a conflict between this publication and the constitution and by-laws of the IHSA, the constitution and by-laws shall control.

ELIGIBILITY RULES

When you become a member of an interscholastic team at your high school, you will find that both your school and the IHSA will have rules you must follow in order to be eligible for interscholastic participation. The IHSA's rules have been adopted by the high schools, which are members of IHSA as part of the Association's constitution and by-laws. They must be followed as minimum standards for all interscholastic athletic competition in any member high school. Your high school may have additional requirements, but they may not be less stringent than these statewide minimums. The principal/official representative of your school is responsible to see that only eligible students represent the school in interscholastic competition. Any question concerning your eligibility should be referred to your principal/official representative, who has a complete copy of all IHSA eligibility rules, including the Association's due process procedure. Only the IHSA Executive Director is authorized to make formal rulings on eligibility, so if your principal/official representative has questions or wishes assistance in answering your questions, the principal/official representative should contact the IHSA Office. Information contained here highlights some of the most important features of the IHSA by-laws regarding interscholastic eligibility. It is designed to make you aware of major requirements you must meet to be eligible to compete in interscholastic competition. The information here is only a general description of major by-law provisions and does not contain the statement of the by-laws in their entirety. You can review the by-laws at www.ihsa.org. You may lose eligibility for interscholastic competition if you are not in compliance with IHSA by-laws. Remember, if you have any questions regarding IHSA rules, please contact your principal/official representative.

Attendance A. You may represent only the school you attend. Participation on a cooperative team of which your school is a member is acceptable. B. You must be enrolled and attending classes in your high school no later than the beginning of the 11th school day of the semester. C. If you attend school for ten (10) or more days during any one semester, it will count as one of the eight (8) semesters of high school attendance during which you may possibly have eligibility. D. If you have a lapse in school connection for ten (10) or more consecutive school days during a semester, you are subject to ineligibility for the rest of the semester. The specific terms of your extended absence must be reviewed by the Executive Director to determine if it is "lapse in school connection" or not.

Scholastic Standing A. You must pass twenty-five (25) credit hours of high school work per week. Generally, twenty-five (25) credit hours is the equivalent of five (5) .5 credit courses (2.5 full credits). B. You must have passed and received credit toward graduation for twenty-five (25) credit hours of high school work for the entire previous semester to be eligible at all during the ensuing semester.

Residence Your eligibility is dependent on the location of the residence where you live full time with your parents, parent who has been assigned custody by the court, or court appointed legal guardian. You may be eligible if you are entering high school as a freshman and: A. You attend the public high school in the district in which you live full time with both of your parents, custodial parent or court appointed guardian; or B. In the case of a multiple school district, you attend the public high school in the attendance area where you live full time with your parents, custodial parent or court appointed guardian; or C. You have paid tuition to attend a public school for a minimum of 7th and 8th grades in a district other than the one where you live with your parents, custodial parent or court appointed guardian and you continue to pay tuition as a high school student in that same district; or D. You attend a private/parochial school located within the boundaries of the public school district where you live with your parents, custodial parent or court appointed guardian; or E. You attend a private/parochial high school and have attended a private/parochial school for 7th and 8th grades, or for any four (4) grades from kindergarten through eighth grades; or F. You attend the private/parochial high school which one or both of your parents attended; or G. You attend a private/parochial high school located within a thirty (30) mile radius of the residence where you live with your parents, custodial parent or court appointed guardian.

Transfer A. In all transfer cases, both the principal of the school from which you transfer and the principal of the school into which you transfer must concur with the transfer in writing on a form provided by the IHSA Office. You cannot be eligible when you transfer until this form is fully executed and on file in the school office. B. If you transfer after classes begin for the current school term, you will definitely be ineligible for thirty days from the date you start attending classes at the new high school. In addition, you will be ineligible for that entire school term in any sport in which you engaged in any team activity, including but not limited to tryouts, drills, physical practice sessions, team meetings, playing in a contest, etc. at the school from which you transferred. For example, if you were out for cross country at the school from which you transfer and transfer after the IHSA sport season has begun, you will be ineligible for cross country that entire school term at the new school. C. If you transfer attendance from one high school to another high school, you will be ineligible unless: 1. Your transfer is in conjunction with a change in residence by both you and your parents, custodial parent or court appointed guardian from one public school district to a different public school district; 2. Your transfer is between high schools within a public school district and both you and your parents, custodial parent or court appointed guardian change residence to the district attendance area for the school to which you transfer; 3. Your parents are divorced or legally separated; you transfer to a new school in conjunction with a modification or other change in legal custody between your parents by action of a judge; and required court documents are on file at the school into which you transfer; D. If you transfer in conjunction with a change in legal guardianship, a ruling on your eligibility must be obtained from the IHSA Office. E. If you transfer attendance from one school to another while you are ineligible for any reason, the period of ineligibility imposed prior to your transfer or the period of ineligibility that would have been imposed had you stayed at the school, will be enforced at the school to which you transfer, even if you are otherwise in compliance with the by-laws. F. Any questions about your eligibility in any of these instances must be resolved by a formal ruling from the IHSA Executive Director. Illinois High School Association G. In all other transfer situations, a ruling by the IHSA Executive Director is necessary to determine your eligibility. This ruling must be obtained in writing by the principal/official representative of the school into which you transfer before you participate in an interscholastic athletic contest.

Age You will become ineligible on the date you become twenty (20) years of age, unless your twentieth (20th) birthday occurs during a sport season. In that case, you will become ineligible in regard to age at the beginning of the sport season during which your twentieth (20th) birthday occurs.

Physical Examination You must have placed on file with your principal/official representative a certificate of physical fitness, signed by a licensed physician, physician's assistant or nurse practitioner in order to practice or participate. Your physical examination is good for 395 days from the date of the exam. The physician's report must be on file with your high school principal/official representative.

Amateur Status If you win or place in actual competition, you may accept a medal or trophy for that accomplishment, without limit to its cost. Your school may provide IHSA state champions with championship rings/mementoes. B. For participating in competition in an interscholastic sport, or for athletic honors or recognition in a sport, you may receive any type of award (except cash, check or legal tender) that does not exceed $75 fair market value. There is no limitation on the value of your school letter. C. The amateur rule does not prohibit you from being paid to referee, receiving pay for teaching lessons or coaching in a little kids league, etc. It only applies to your own competition in an athletic contest. D. If you violate the amateur rule, you become ineligible in the sport in which you violate. You must be reinstated by the Executive Director before you may compete again.

Recruiting of Athletes A. The by-laws prohibit recruiting of high school students for athletics. If you are solicited to enroll in or transfer to a school to participate in athletics, you are being illegally recruited and your eligibility is in jeopardy. B. You will lose your eligibility if you enroll in or transfer to a school in response to recruiting efforts by any person or group of persons, connected with or not connected with the school, related to athletic participation. C. You will lose your eligibility if you receive special benefits or privileges as a prospective student-athlete, which are not uniformly made available to all students who attend your school. D. You may not receive an "athletic scholarship" or any other special benefit from your school because you participate in athletics. E. It is a violation for any student-athlete to receive or be offered remuneration or any special inducement, which is not made available to all applicants who apply to or enroll in the school. F. It is also a violation to induce or attempt to induce or encourage any prospective student to attend any member school for the purpose of participating in athletics, even when special remuneration or inducement is not given. Please remember that you may not be offered or receive any benefit, service, privilege or opportunity, which is not also provided or made available to all prospective students at that school. Note: If you are interested in finding out more information about a school, contact the principal/official representative or an administrator at the school, not a member of the coaching staff.

School Team Sports Seasons A. Each sport conducted by IHSA member schools has a starting and ending date. Your school may not organize a team, begin practice or participate in contests in a given sport until the authorized starting date. Your school may not continue to practice or participate in contests after the authorized ending date. This means that: 1. During the school year, you may not participate on a non-school team coached by any member of your school's coaching staff unless it meets specific criteria established by the bylaws. 2. No school coach may require you to participate in an out-of-season sport program as a requirement for being a member of a school team. B. Violation of the sport season by-laws will result in penalty to you and/or to your school's coaching personnel.

Playing in Non-School Competition A. During the time you are participating on a school team in a sport at your high school, you may neither play on a non-school team nor compete in non-school competition as an individual in that same sport or in any skill of that sport. B. If you participate in a non-school competition during a sport season and subsequently wish to join the school team in the same sport, you will not be eligible. C. If you wish to participate in a competition sanctioned by the National Governing Body, or its official Illinois affiliate for the sport, your principal/official representative must request approval in writing from the IHSA Office prior to any such participation. D. You may try out for a non-school team while you are on your school's team in that same sport, but you may not practice, receive instruction, participate in workouts, or participate in competition with a non-school team in that same sport until you cease being a member of your school's team. You cease being a member of your school's team when the team(s) of which you are a member terminates for the school term. E. You will become ineligible if you participate in, practice with or compete against any junior college, college or university team during your high school career.

All-Star Participation A. After you have completed your high school eligibility in the sport of football, basketball, soccer or volleyball, you may participate in three (3) all-star contests in any of these sports and still play for other school teams, provided the high school season in that sport has been completed. You may lose your eligibility for other interscholastic sports if you play in all-star competition in any of these sports under any other conditions. B. You are not restricted from participating in all-star competition in sports other than football, basketball, soccer or volleyball, except that you may not do so during the school season for the sport.

Misbehavior During Contests A. If you violate the ethics of competition or the principles of good sportsmanship, you may be barred from interscholastic athletic contests, either as a participant or spectator or both. B. If you are ejected from a contest for unsportsmanlike conduct, you will be ineligible for your team's next contest. You are also subject to other penalties.

The complete set of IHSA By-laws and Policies is available at www.ihsa.org.

INSURANCE - STUDENT

School insurance coverage is offered to students through the school district. It is available to those who desire this type of protection. It is a requirement that any student who participates in the school athletic program must carry some type of accident insurance. The regular policy protects you while on the way to and from school, at all school-sponsored activities, and while at school. A special policy may be purchased that protects the student 24 hours a day for the entire year. Football players are required

to have special insurance coverage. This is obtained through the CHS/CMS school office. Forms that explain the policies, and their cost, may be accessed via the Collinsville Unit 10 District website at http://www.kahoks.org.

INTEGRATED PEST MANAGEMENT

Integrated Pest Management (IPM) is the practice of determining and implementing the most appropriate and least invasive techniques for controlling pests by emphasizing prevention and by employing physical, cultural, biological and only as a last resort, hazardous chemical controls. IPM is the best approach to pest control. Every effort is made to help protect the health and safety of students and staff. Illinois law (as required by the Structural Pest Control Act, 225 ILCS 235/, and the Lawn Care Products Application and Notice Act, 415 ILCS 65/) requires schools to maintain a registry of parents and guardians of students and employees who have registered to receive written notification prior to application of pesticides to school buildings or provide written notification to all parents and guardians of students before such pesticide application. Written notification may be included in newsletters, bulletins, calendars, or other correspondence currently published by the school district. The written notification must be given at least four business days before application of the pesticide and identify the intended date of the application of the pesticide and the telephone contact number for school personnel responsible for the pesticide application program. Prior written notice shall not be required if there is an imminent threat to health or property. If such a situation arises, the appropriate school personnel must sign a statement describing the circumstances that gave rise to the health threat and ensure that written notice is provided as soon as possible. If a parent or guardian wants to be notified before a pesticide application is applied please fill out the form below and send it to the Director of Building and Grounds, 201 West Clay St, Collinsville, IL 62234. Any questions call the Director at 618-346-6350, ext. 4292. Pesticide applications will take place on the 3rd Friday of each month after school is out for the day, on an as needed basis.

Pesticides

Pesticides will not be applied on the paved surfaces, playgrounds, or playing fields of any school serving grades K-8 during a school day or partial school day when students are in attendance for instructional purposes. Additionally, the application of any restricted use pesticides is prohibited on or within 500 feet of school property during normal school hours. The Superintendent or designee shall maintain a registry of employees and parents/guardians of students requesting notification before the application of pesticide(s) and notify these people as required by the Structural Pest Control Act, 225 ILCS 235/, and the Lawn Care Products Application and Notice Act, 415 ILCS 65/.

Collinsville Unit 10 is aggressively working toward the reduction of pesticides with the implementation of an Integrated Pest Management (IPM) Program and will use the lowest risk factor chemicals that are available.

NOTIFICATION OF PESTICIDE APPLICATION	
*Student Name*_____ *School Student Attends:*_____	*Parent/Guardian Name (Print):*_____ *Parent/Guardian Signature:*_____ *Parent Guardian Address:*_____ *Parent/Guardian Phone::*_____
Please send this form to the: Collinsville School District # 10, Director of Buildings & Grounds, 201 West Clay Street, Collinsville, IL 62234	

INVITATIONS & GIFTS
(DORRIS INTERMEDIATE & ELEMENTARY SCHOOLS)

Birthday Invitations should only be brought to school if there is one for the entire class or all the girls or all the boys. ~~Balloons, flowers or gifts of any kind should be sent to the school through a delivery service not brought to school to be given to a student.~~
Balloons and flowers should not be sent to school for a student

Commented [BH18]: Revised language as recommended by elementary school principals.

LIBRARY/MEDIA CENTER (CUSD10)

Collinsville CUSD 10 provides an impartial environment in which individuals and their interests are brought together with the universe of ideas and information spanning the spectrum of knowledge and opinions. The District's library media program complies with (1) State law and Ill. State Board of Education (ISBE) rule and (2) the following standards: 1. The program includes an organized collection of resources available to students and staff to supplement classroom instruction, foster reading for pleasure, enhance information literacy, and support research, as appropriate to students of all abilities in the grade levels served; 2. Financial resources for the program's resources and supplies are allocated to meet students' needs; 3. Students in all grades served have equitable access to library media resources; 4. The advice of an individual who is qualified according to ISBE rule is sought regarding the overall direction of the program, including the selection and organization of materials, provision of instruction in information and technology literacy, and structuring the work of library

paraprofessionals; 5. The program adheres to the principles of the American Library Association's Library Bill of Rights, (which indicate that materials should not be proscribed or removed because of partisan or doctrinal disapproval) and its interpretative statements, Freedom to Read and Access to Library Resources and Services for Minors policy statements in support of acquiring and managing collections; 6. Staff members are invited to recommend additions to the collection; 7. Students may freely select resource center materials as well as receive guided selection of materials appropriate to specific, planned learning experiences; 8. The program is guided by the principles of the American Library Association's Library Bill of Rights and its interpretation for school libraries.

Vision & Mission Statements

Our vision of a school library/media center is not a warehouse of artifacts but a cognitive playground for the community we empower. Aligned with instructional and student performance objectives, our mission is to be facilitators of knowledge creation. Through easy access to virtual and physical activities, resources, individuals and spaces provided, the library/media center will empower its community the ability to shape the world that surrounds them.

Selection & Acquisitions
School Library Gifts and Donations
Collection Maintenance and Weeding
School Library Reconsiderations

LIBRARY/MEDIA CENTER (COLLINSVILLE HIGH SCHOOL)

Library services are available to all students following the posted library rules. The library provides the student with an opportunity to learn as an individual. It also serves as a point of voluntary access to ideas and information. We desire that all students benefit from an appealing library environment that supports their academic endeavors. Students needing to use the library may do so in the following manner: 1) Before and/or after school with a pass from the librarian (evening library hours will be announced as determined); 2) During class with the classroom instructor; 3) During class with a pass from the classroom instructor; and 4) During study hall and/or lunch with a library pass issued by the librarian and/or classroom teacher.

GUIDELINES FOR LIBRARY USE

1) The CHS Library is open for student use on school attendance days, Monday through Friday from 7:45AM to 3:15PM (after school hours will be announced as determined); 2) Students may access the library by entering through the glass doors, after which the student must sign in; 3) Students may be assigned a seat upon entering the library; 4) Students should return library items to the book drop located at the circulation desk or outside the library doors; 5) Students coming to the library on an individual basis from a classroom must present a valid pass upon entering the library. Passes issued from study hall must be obtained from a content area teacher or the librarian; 6) Students must conduct activities in a manner which will not disrupt other students or staff members using the library. Behaviors which disrupt others will result in a verbal warning and/or disciplinary action; 7) Students must use library technology only for designated academic purposes. Inappropriate use of district technology which violates the CHS Internet Acceptable Use Policy will be subject to disciplinary action as outlined in this handbook. Students should be aware that library computers are monitored both locally and remotely. *THE # 1 RULE: Ask if you need help! We are here to assist you in any way that we can!*

POLICIES FOR LIBRARY USE:

Check-Out Policies: 1) The borrowing of library items requires both a zero balance for fines and no overdue books; 2) Students should never check out items for another student. The borrower is always held responsible for items checked out under his/her name; 3) Books may be checked out for two weeks at a time and may be renewed at the library or online. Students may check out up to 3 books at one time.

Due Dates: Due dates are stamped on date-due cards that are issued with all materials.

Lost/Damaged Library Materials: When a student loses any library materials, he/she must pay for the cost of replacing the materials. If materials are not still in print, students must pay for a like material to replace the lost material(s). The replacement material may cost more than the original. We will search reputable publishers for pricing. If a student damages library materials, the librarian will make the decision to replace or refurbish the item. In both cases, the borrower will be responsible for any cost incurred.

Interlibrary Loan: CHS students have inter-library loan privileges. As such, students will be held financially responsible for inter-library loan items that are lost, damaged, or overdue.

Access to Library Resources: As stated in the ALA's Library Bill of Rights, only parents/guardians maintain the right and responsibility to restrict their student's access to library resources, including inter-library loan selections (Section 53.1.4). We encourage parents/guardians to be actively aware of their student's reading selections.

~~LIBRARY/MEDIA CENTER (COLLINSVILLE MIDDLE SCHOOL)~~

~~**Checkout Policy**~~

~~1) Books are checked out for two weeks; 2) Maximum 2 books at a time. (More books are allowed if discussed with Media Specialist first); 3) Renewals can be made at the request of the student at any time (Maximum 3 renewals); 4) MANGA & Graphic novels require parental permission slips. All MANGA and graphic novels are rated General/ALL, Teen, or Teen Plus. Please contact the librarian/media specialist for any questions.~~

~~**Services & Activities:**~~
~~1) Students have opportunities to video and audio record for personal interests and academic purposes; 2) During lunch students can play chess, various card games, Nintendo 64 Super Mario, or find a quiet place to read. Our Foosball table (50 cents a game) and Multi-cade(25 cents) are fundraisers , but are free on Thursdays and Fridays.~~
~~**Fines**~~
~~1) There are no fines if the book is returned; 2) If a student claims that they have returned the book, the librarian will check the shelves to see if a mistake was made. If the book was returned it should be on the shelves; 3) If a book is lost or damaged beyond repair the librarian/library aide will offer the student the following options: a) Pay for the cost of the book; b) Purchase the same hardbound book c) Donate two books~~
~~**Expectations for Behavior**~~
~~1) Respect Yourself; 2) Respect Others; 3) Respect Property~~

~~The Media Center respects and encourages the right of parents to choose what their child reads. Parents/guardians are encouraged to be actively aware of the physical & digital reading material selected by their child. In order to help parents make those choices please contact the librarian (mhayman@kahoks.org) for help.~~

LIBRARY/MEDIA CENTER (COLLINSVILLE MIDDLE SCHOOL)

Library services are available to all students following the posted library rules. The library provides the student with an opportunity to learn as an individual and is often used by teachers for whole class activities. It also serves as a point of voluntary access to ideas and information. We desire that all students benefit from a positive library environment that supports their academic endeavors.

Students needing to use the library may do so in the following manners:

1) During class with the classroom instructor.
2) During class with a pass from the classroom instructor.
3) During study hall and/or lunch with a library pass issued by the librarian and/or classroom teacher.
4) Anytime via our Book Delivery Request Form on the CMS Library website.

GUIDELINES FOR LIBRARY USE

1) The CMS Library is open for student use on school attendance days, Monday, Tuesday, Thursday, and Friday from 8:40 AM to 3:40 PM and Wednesdays from 8:40 AM - 3:10 PM
2) Students may access the library by entering through the main double doors, after which the student must sign in at the chromebook on the circulation desk.
3) Students may be assigned a seat upon entering the library.
4) Students should return library items to the book drop located at the circulation desk or outside the library doors.
5) Students coming to the library on an individual basis from a classroom must present a valid pass upon entering the library. Passes issued from Kahok Connect study hall must be obtained from their KC teacher or the librarian via the pass request form available on the library website on select mornings until the end of first hour. Final say is up to the discretion of the KC teacher.
6) Students must conduct activities in the library in a manner which will not disrupt other students or staff members using the library, acting in accordance with CMS Code of Conduct parameters. Behaviors which disrupt others will result in a verbal warning and/or disciplinary action and possible restrictions to library privileges.

POLICIES FOR LIBRARY USE:

Check-Out Policies:

1) The borrowing of library items requires both a zero balance for fines and no overdue books; 2) Students should never check out items for another student. The borrower is always held responsible for items checked out under his/her name.
3) Books may be checked out for two weeks at a time and may be renewed at the library or online. Students may check out up to 2 books at one time- some exceptions can be made to this but are addressed on a case by case basis.

Due Dates: Due dates are stamped on date-due cards that are issued with all materials.

Overdue Fines: Students bear the responsibility of their overdue fines by paying them with one of the most valuable things they have- their time. Students will be assigned a number of days they must report to the library to read after having eaten lunch, based on the amount of time their book was late. The fine will be considered paid once the student has come to the library for all assigned periods. Several times throughout the year the students with overdue fines may be given the opportunity to pay fines with things like canned goods for the needy or candy for the "Reading is Sweet" Program, but these opportunities are not guaranteed. When students have not come to the library for their assigned fine time or paid by an alternate option within the timeframe it is offered, students will then owe the standard 25-cents per day fine from the due date to the day the book is returned.

Lost/Damaged Library Materials: When a student loses any library materials, he/she must pay for the cost of replacing the materials. If materials are not still in print, students must pay for a like material to replace the lost material(s). The replacement material may cost more than the original. We will search reputable publishers for pricing. If a student damages library materials, the librarian will make the decision to replace or refurbish the item. In both cases, the borrower will be responsible for any cost Incurred.

Access to Library Resources: As stated in the ALA's Library Bill of Rights, only parents/guardians maintain the right and responsibility to restrict their student's access to library resources, including inter-library loan selections (Section 53.1.4). We encourage parents/guardians to be actively aware of their student's reading selections.

Commented [BH19]: Revised Library procedures as recommended by CMS Librarian. Delete old policy language and replace with new policy language.

LIBRARY/MEDIA CENTER (DORRIS INTERMEDIATE SCHOOL)

Checkout Policy

1) Books are checked out for two weeks: 2) Maximum 2 books at a time. (More books are allowed if discussed with Library Assistant); 3) Renewals can be made at the request of the student at any time (Maximum 3 renewals)

Fines

1) There are no fines if the book is returned.; 2) If a student claims that they have returned the book, the librarian will check the shelves to see if a mistake was made. If the book was returned it should be on the shelves. 3) If a book is lost or damaged beyond repair the librarian/library aide will offer the student the following options. a) Pay for the cost of the book; b) Purchase the same hardbound book c) Donate two books. Administration may determine that students with outstanding books fees may not check out any other books until all due books are returned and/or fines paid.

Expectations for Behavior

1) Respect Yourself; 2) Respect Others; 3) Respect Property

The Media Center respects and encourages the right of parents to choose what their child reads. Parents/guardians are encouraged to be actively aware of the physical & digital reading material selected by their child. In order to help parents make those choices please contact the librarian (mhayman@kahoks.org) for help.

LOCKERS

A student's locker is the property of the school and must be used for the purpose intended, a storage area for books, school supplies relating to school use, outdoor garments and personal items which the student is legally entitled to have in his or her possession. If school officials believe that the student has placed illegal or dangerous materials, illegal substances or unauthorized school materials in the locker, school officials may search the locker (and/or its content), with or without the student's knowledge or consent. Lockers may be searched by school officials at any time.

Students will receive a locker assignment by the school office during registration. Students must keep their assigned lockers. Students may not switch lockers or share lockers with another student without administrative approval for a valid and appropriate reason. Students may be subject to disciplinary consequences if they violate this policy. Students must provide locks for their locker or a school lock may be put on it. It is required that students keep their assigned locker securely locked. Students are responsible for the contents of their assigned locker. Lockers are to be cleaned out before leaving school for the summer. The school will not be responsible for lost or stolen items. PE locks and lockers will be assigned in PE classes by the teachers. There will be a $2.00 replacement fee charged for the loss or damage of PE class locks.

Commented [20]: Recommended language addition by CMS and CHS Administration.

LOST AND FOUND

Lost and found items may be retrieved in the school office. All unclaimed items will be donated to a charitable organization.

MANDATED REPORTER

All school personnel, including teachers and administrators, are required by law to immediately report any and all suspected cases of child abuse or neglect to the Illinois Department of Children and Family Services.

MULTILINGUAL ENGLISH LEARNERS

The school offers opportunities for resident English Learners to achieve at high levels in academic subjects and to meet the same challenging State standards that all children are expected to meet. Parents/Guardians of English Learners will be informed how they can: (1) be involved in the education of their children; (2) be active participants in assisting their children to attain English proficiency, achieve at high levels within a well-rounded education, and meet the challenging State academic standards expected of all students; and (3) participate and serve on the District's Bilingual Education Program Parent Advisory Committee. For questions related to this program or to express input in the school's English Learners program, contact the District's Bilingual Coordinator.

Bilingual Programs/Transitional Bilingual Education

Transitional Bilingual Education (TBE) programs are required at schools where there are 20 or more Multilingual English Learners of the same language. The Transitional Bilingual Education program is for non-native English-speaking students who have difficulty with written or spoken English. The program provides instruction in the student's native language (Spanish) with transition into English. The program helps students to succeed in academic subjects and learn English and develop their native language. Currently Collinsville Community Unit School District 10 offers the TBE program to students in PK-12th grade who speak Spanish. Schools that support the TBE program are Kreitner Elementary, Caseyville Elementary, Dorris Intermediate, Collinsville Middle and Collinsville High School.

Dual Language Education

One-Way Dual Language is a Spanish dual language program that includes instruction in both English and Spanish to help Emergent Bilinguals excel academically while becoming bilingual, biliterate and bicultural. A one-way program is intended for native Spanish speakers to continue developing and building on their native languages while learning English. Students spend part of the school day learning in their native language and part of the day learning in their non-native language. Students in dual language programs develop high-levels of proficiency in their own language as well as a second language. The benefits of balanced bilingualism allow for creativity and problem solving, greater cross-cultural understanding, and marketability for future college and career goals in a bilingual and multilingual society. The Dual Language Model of Spanish/English instructions: Kinder-80/20%, 1st-70/30%, 2nd-60/40%, 3rd-6th50/50%.SchoolsthatsupporttheDual Language program are Kreitner Elementary (K-4th), Caseyville Elementary (K-4th), Dorris Intermediate (5th-6th).

Emergent Bilingual Program

The Emergent Bilingual Program is for newcomer students who are recent immigrants to the United States with limited English proficiency or interrupted education in their native countries. This multigrade classroom (1st-4th) teaches These multigrade classrooms (1st-3rd and 4th -6th) teach English and acculturation to U.S. schools, as well as academic subjects. The EB program is not a permanent placement for students who may need more than one year in this classroom. As students learn BICS (Basic Interpersonal Communication Skills), they would begin a gradual transition to the larger classroom with continued Bilingual Education.

Bilingual Assessments WIDA Screener

The WIDA screener is an abbreviated version of the ACCESS 2.0 test for ELLs. It is given to all new students in the district if a non-English language is indicated on the Home Language Survey. The test is administered by Multicultural Program staff and takes approximately 30-60 minutes or more depending on the English ability of the student.

ACCESS stands for "Assessing Comprehension and Communication in English State-to-State for English Language Learners." The ACCESS test is used to measure student growth in English proficiency. Students are tested in the 5 areas: Social and Instructional Language, Language Arts, Math, Science and Social Studies. All 4 language domains (listening, speaking, reading and writing) are assessed within these content areas. The testing window usually begins in January. The **Illinois State Board of Education (ISBE)** requires that all students in kindergarten through 12th grade who have been identified as an English Learner take the state's English language proficiency test each year, regardless of level of service, until they meet the Illinois state-mandated criteria of an overall composite score of 4.8 ~~5.0~~. Students may not opt out of testing.

Commented [BH21]: Score change as recommended by CUSD10 EL Administration

NATIONAL HONOR SOCIETY (NHS) (COLLINSVILLE HIGH SCHOOL)

The National Honor Society chapter of Collinsville High School is a duly chartered and affiliated chapter of this prestigious organization. Membership is open to those students who meet the required standards in four areas of evaluation: scholarship, leadership, service, and character. Standards for selection are established by the national office of N.H.S. and have been revised to meet our local chapter needs. Students in the eleventh and twelfth grades who have completed at least one semester at C.H.S. are eligible for membership. A student must maintain a minimum cumulative grade point average of 3.5. Those students who meet this criterion are evaluated by the faculty in regards to character. The faculty takes into consideration their professional reflections on a candidate's character and leadership as well as reviewing school disciplinary records. Pledges must: 1) be active members in at least three sponsor-approved school activities; 2) perform thirty five (35) hours of sponsor-approved community service; 3) maintain a minimum cumulative grade point average of 3.5 at the end of semester one and a grade point average of 3.5 for the third academic quarter; 4) attend five (5) N.H.S. meetings; and 5) exemplify the qualities of outstanding character and leadership. A formal induction ceremony is held at the school to recognize all newly selected members. Once inducted, new members are required to maintain the same level of performance in all four criteria that led to their selection.

NATIONAL JUNIOR HONOR SOCIETY (NJHS) (COLLINSVILLE MIDDLE SCHOOL)

Eligibility for NJHS is based on the student's academic performance and must meet the GPA for chapter selection standards; Selection is based on the submission of a candidate form, which reflects the candidate's service to the community and excellence in the areas of leadership, citizenship, and character. School faculty will also evaluate candidates these requirements; The NJHS Faculty Council will score candidates based on a rubric, which considers the above criteria. The decisions of the Faculty Council for selection or non-selection are final; NJHS members are held to the highest standard of character and citizenship; NJHS morning meetings and study hall meetings are held once per month, unless otherwise explained by the adviser; Students transferring into CMS their 8th grade year will gain automatic admission if they have been inducted from their sending school; Members are expected to attend ALL meetings and activities; the adviser must be given advanced written notice of absences and members must make up the missed time with individual service hours; Each month, NJHS members will participate in a service project as a group, which may take place within or outside of the school building; Members will need to complete a minimum of 15 hours of service during the school year in which he or she is a member; Any member displaying poor character or citizenship in CMS classrooms or hallways can receive a NJHS character violation from any teacher or staff member at CMS; At the end of each grading period,

the adviser will check the GPA for each member to ensure in remains at or above chapter standards; if not he or she will be given written notice that he/she has been put on academic probation until the next grading period; At the end of each grading period (or more often if needed) the adviser will check the discipline records for each member. If these reflect a standard of behavior below chapter standards, the Faculty Council will convene to determine the student's status as a member; Students who do not comply with the principles and rules of membership will be dismissed after a (3/5 majority) vote of the Faculty Council; For particularly flagrant violations (per Article X, Section 2 of the NJHS Constitution), the adviser will meet with the Principal and exercise their prerogative to dismiss the member without convening the Faculty Council; For more information about the National Junior Honor Society, check out the national organization's website: https://www.njhs.us/

NATIONAL TECHNICAL HONOR SOCIETY (NTHS) (COLLINSVILLE HIGH SCHOOL)

The National Technical Honor Society chapter of Collinsville High School is a duly chartered and affiliated chapter of this prestigious organization. Membership is open to those students who meet the required standards in a career and technical field. Standards for selection are established by the national office of the National Technical Honor Society and have been revised to meet our local chapter needs. Students in the eleventh and twelfth grades who are enrolled in a vocational program at C.H.S. are eligible for membership. Pledges must: 1) be a member of a Career and Technical organization (ie. Skills/USA, HOSA, and/or DECA); 2) maintain a minimum cumulative grade point average of 3.0; 3) maintain a minimum cumulative grade point average of 3.5 in the first semester while attending CHS AVC classes; 4) maintain an 'A' average in their AVC class; 5) commit to fifty (50) hours of sponsor-approved community service; 6) meet any financial obligations for membership; 7) provide teacher recommendations to the CHS NTHS selection committee. Pledges will be notified regarding selection and proper procedures to complete membership requirements.

NCAA CLEARINGHOUSE (COLLINSVILLE HIGH SCHOOL)

Students wishing to participate in Division I or Division II athletics must first be certified by the NCAA Clearinghouse. Student athletes should start the certification process early, usually by the end of their junior year. The documents that the Clearinghouse requires are as follows: 1) A completed and signed Student Release Form; 2) Initial eligibility certification fee payment; 3) An official high school transcript; and 4) ACT and/or SAT scores.

Parents/Guardians are responsible for verifying that all NCAA requirements are met and are encouraged to order a free copy of the NCAA 'A Guide for College Bound Student-Athlete' by calling 1-877-262-1492. Detailed information regarding the academic course requirements for NCAA Division I and Division II athletics may be obtained at the NCAA Clearinghouse website: http://www.ncaa.org/student-athletes/future/eligibility-center.

NONPUBLIC SCHOOL STUDENTS

PART-TIME ATTENDANCE

The District accepts nonpublic school students, including parochial and home-schooled students, who live within the District for part-time attendance in the District's regular education program on a space-available basis. Requests for part-time attendance must be submitted to the Building Principal of the school in the school attendance area where the student resides. All requests for attendance in the following school year must be submitted before May 1. A student accepted for partial enrollment must comply with all discipline and attendance requirements established by the school. He or she may participate in any co-curricular activity associated with a District class in which he or she is enrolled. The parent(s)/guardian(s) of a student accepted for partial enrollment must pay all fees, prorated on the basis of a percentage of full-time fees. Transportation to and/or from school is provided on regular bus routes to or from a point on the route nearest or most easily accessible to the nonpublic school or student's home. This transportation shall be on the same basis as the District provides transportation for its full-time students. Transportation on other than established bus routes is the responsibility of the parent(s)/guardian(s).

STUDENTS WITH A DISABILITY

The District accepts for part-time attendance those children for whom it has been determined that special education services are needed, are enrolled in nonpublic schools, and otherwise qualify for enrollment in the District. Requests must be submitted by the student's parent/guardian. Special educational services shall be provided to such students as soon as possible after identification, evaluation, and placement procedures provided by State law, but no later than the beginning of the next school semester following the completion of such procedures. Transportation for such students shall be provided only if required in the child's individualized educational program on the basis of the child's disabling condition or as the special education program location may require.

EXTRACURRICULAR ACTIVITIES, INCLUDING INTERSCHOLASTIC COMPETITION

Nonpublic students, regardless of whether they attend a District school part-time, will not be allowed to participate in extracurricular activities.

ASSIGNMENT WHEN ENROLLING FULL-TIME IN A DISTRICT SCHOOL

Grade placement by, and academic credits earned at a nonpublic school will be accepted if the school has a Certificate of Nonpublic School Recognition from the Illinois State Board of Education, or, if outside Illinois, if the school is accredited by the state agency governing education. A student who, after receiving instruction in a non-recognized or non-accredited school, enrolls in the District will: (1) be assigned to a grade level according to academic proficiency, and/or (2) have academic credits recognized by the District

if the student demonstrates appropriate academic proficiency to the school administration. Any portion of a student's transcript relating to such instruction will not be considered for placement on the honor roll or computation in class rank. Notwithstanding the above, recognition of grade placement and academic credits awarded by a nonpublic school is at the sole discretion of the District. All school and class assignments will be made according to School Board policy 7:30, Student Assignment, as well as administrative procedures implementing this policy.

PANDEMIC (INSTRUCTION DURING PANDEMIC)

A pandemic is a global outbreak of disease. Pandemics happen when a new virus emerges to infect individuals and, because there is little to no pre-existing immunity against the new virus, it spreads sustainably. Your child's school and district play an essential role, along with the local health department and emergency management agencies, in protecting the public's health and safety during a pandemic or other health emergency.

During a pandemic or other health emergency, you will be notified in a timely manner of all changes to the school environment and schedule that impact your child. Please be assured that even if school is not physically in session, it is the goal of the school and district to provide your child with the best educational opportunities possible.

Additionally, please note the following:

1. All decisions regarding changes to the school environment and schedule, including a possible interruption of in-person learning, will be made by the superintendent in consultation with and, if necessary, at the direction of the Governor, Illinois Department of Public Health, local health department, emergency management agencies, and/or Regional Office of Education.
2. Available learning opportunities may include remote and/or blended learning. Blended learning may require your child to attend school on a modified schedule.
3. Students will be expected to participate in blended and remote instruction as required by the school and district. Parents are responsible for assuring the participation of their child. Students who do not participate in blended or remote learning will be considered truant.
4. All school disciplinary rules remain in effect during the interruption of in-person learning. Students are subject to discipline for disrupting the remote learning environment to the same extent that discipline would be imposed for disruption of the traditional classroom.
5. Students and parents will be required to observe all public health and safety measures implemented by the school and district in conjunction with state and local requirements.
6. During a pandemic or other health emergency, the school and district will ensure that educational opportunities are available to all students.
7. School personnel will work closely with students with disabilities and other vulnerable student populations to minimize the impact of any educational disruption.
8. Students who have a compromised immune system, live with an individual with a compromised immune system, or have a medical condition that may impact their ability to attend school during a pandemic or other public health emergency should contact school officials.
9. During a pandemic or other health emergency, teachers and school staff will receive additional training on health and safety measures.
10, In accordance with school district or state mandates, the school may need to conduct a daily health assessment of your child. Parents and students will be notified of the exact assessment procedures if this becomes necessary.
11. Parents should not send their child to school if their child exhibits any symptoms consistent with the pandemic or other health emergency.
12. Please do not hesitate to contact school or district officials if you have any concerns regarding your child's education, health or safety.

Homebound Instruction Notification

Students with disabilities or medical conditions that prevent them from attending school due to the potential increased risk of severe illness which may include risks related to COVID-19 exposure may qualify for home/hospital instruction. Pursuant to the Illinois School Code (105 ILCS 5/14-13.01(a)) and Illinois Administrative Code (Ill. Admin. Code 226.300), students may qualify for home or hospital instruction if it is anticipated that, due to a medical condition (physical or mental), the student will be unable to attend school, and instead must be instructed at home or in the hospital setting for a period of two (2) or more consecutive weeks or on an ongoing intermittent basis. The District will evaluate requests for remote instruction according to Section 504 evaluation procedures, state and federal law and Illinois State Board of Education rules. Families will be required to provide a written statement from: (1) a physician licensed to practice medicine in all of its branches, (2) a licensed physician assistant, or (3) a licensed advanced practice registered nurse stating the existence of such medical condition, the impact on the child's ability to participate in education, and the anticipated duration or nature of the child's absence from school. Appropriate educational services from qualified staff will begin no later than five school days after District approval of the remote learning plan request Periodic conferences may be held between appropriate school personnel, parent(s)/guardian(s), and hospital staff to coordinate a student's return to an in-personal learning plan at school. Students who qualify for homebound learning may be offered access to the instruction and curriculum via remote learning through the school district, including virtual classroom sessions and individual meetings and conferences with their teacher(s). During an approved homebound learning plan, online instruction may be in the form of synchronous and/or asynchronous video and/or audio recordings and/or may involve use of third-party virtual platforms (i.e.

Edgenuity). Students who do not attend and engage in virtual classroom sessions at the scheduled time without a valid excuse will be considered absent. The Collinsville School District attendance plan for In-Person and Remote Learners complies with the Illinois School Code Section 105 ILCS 5/26-2A. Questions and comments asked and spoken by students will be part of the recording. These recordings will not be made public by the District. Students receiving homebound instruction are not eligible to participate in or attend extra-curricular activities as defined in the Student Handbook.

PARENT AND TEACHER CONFERENCES

Communication between home and school is essential in order to provide the best opportunities for the children in our district. Conferences are scheduled throughout the school year, but please do not feel these are the only times you may confer with your child's teacher. When the need arises, please call the school in advance to schedule a meeting with the teacher. Most problems that students experience in school can be resolved easily when parents and teachers communicate at the first sign of a problem. 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. Letters verifying participation in this program are available from the school office upon request.

PARENTAL NOTIFICATION (EDUCATION TECHNOLOGY VENDORS UNDER THE STUDENT ONLINE PERSONAL PROTECTION ACT)

School districts throughout the State of Illinois contract with different educational technology vendors for beneficial K-12 purposes such as providing personalized learning and innovative educational technologies, and increasing efficiency in school operations. Under Illinois' Student Online Personal Protection Act, or SOPPA (105 ILCS 85/), educational technology vendors and other entities that operate Internet websites, online services, online applications, or mobile applications that are designed, marketed, and primarily used for K-12 school purposes are referred to in SOPPA as *operators*. SOPPA is intended to ensure that student data collected by operators is protected, and it requires those vendors, as well as school districts and the Ill. State Board of Education, to take a number of actions to protect online student data. Depending upon the particular educational technology being used, our District may need to collect different types of student data, which is then shared with educational technology vendors through their online sites, services, and/or applications. Under SOPPA, educational technology vendors are prohibited from selling or renting a student's information or from engaging in targeted advertising using a student's information. Such vendors may only disclose student data for K-12 school purposes and other limited purposes permitted under the law.

In general terms, the types of student data that may be collected and shared include personally identifiable information (PII) about students or information that can be linked to PII about students, such as: Basic identifying information, including student or parent/guardian name and student or parent/guardian contact information, username/password, student ID number; Demographic information; Enrollment information; Assessment data, grades, and transcripts; Attendance and class schedule; Academic/extracurricular activities; Special indicators (e.g., disability information, English language learner, free/reduced meals or homeless/foster care status); Conduct/behavioral data; Health information; Food purchases; Transportation information; In-application performance data; Student-generated work; Online communications; Application metadata and application use statistics; Permanent and temporary school student record information.

Operators may collect and use student data only for K-12 purposes, which are purposes that aid in the administration of school activities, such as: Instruction in the classroom or at home (including remote learning); Administrative activities; Collaboration between students, school personnel, and/or parents/guardians; Other activities that are for the use and benefit of the school district.

PARENTAL NOTIFICATION (ESSA)

NOTICE TO PARENTS REQUIRED BY ELEMENTARY AND SECONDARY EDUCATION ACT, McKINNEY-VENTO HOMELESS ASSISTANCE ACT, AND PROTECTION OF PUPIL RIGHTS ACT

The Elementary and Secondary Education Act (ESEA), McKinney-Vento Homeless Assistance Act (McKinney-Vento), and Protection of Pupil Rights Act (PPRA) mandate that schools receiving federal funds provide parents/guardians with information and notices in an understandable and uniform format and, to the extent practicable, in a language that the parents can understand. This procedure contains the key notifications that districts and schools must provide to the parents/guardians of students. The legal references are provided at the end of the procedure. The only notices applying to districts that do not receive Title I funds are those regarding student privacy. In addition, see:

ISBE's *Frequently Asked Questions regarding the Every Student Succeeds Act (ESSA)*, published 8-12-16, at: www.isbe.net/Documents/ESSA-faq.pdf.

· U.S. Department of Education's *Frequently Asked Questions regarding Transitioning to the Every Student Succeeds Act (ESSA)*, updated 6-29-16, at:
www2.ed.gov/policy/elsec/leg/essa/essafaqstransition62916.pdf.

I. Improving Basic Programs Operated by Local Educational Agencies

The following information must be provided to parents in an understandable and uniform format and, to the extent practicable, in a language the parents can understand.

1. Annual report cards. Districts must disseminate an annual report card that includes information on the District as a whole and each school served by the District, with aggregate and disaggregated information for each required subgroup of students including: (a) student achievement on academic assessments (designated by category), (b) graduation rates, district performance, teacher qualifications, and (c) other information required by Section 6311(h)(2)(C)). See 6:170-AP2, E1 *District Annual Report Card Required by Every Student Succeeds Act (ESSA)*.

The District's annual report card shall be concise and accessible to the public, which includes placing it on the District's website or, if the District does not operate a website, providing it in another manner determined by the District.

2. Teacher and paraprofessional qualifications. At the beginning of each school year, a school district that receives funds under this part shall notify the parents of each student attending any school receiving funds under this part that the parents may request, and the district will provide the parents on request in a timely manner, information regarding the professional qualifications of the student's classroom teachers, including, at a minimum, whether: a) The teacher has met the State qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction; b) The teacher is teaching under emergency or other provisional status; c) The teacher is teaching in the field of discipline of the certification of the teacher; d) Paraprofessionals provide services to the student and, if so, their qualifications.

3. Student achievement. Districts must provide parents information on the level of academic achievement and growth of the parent's child in each of the State academic assessments.

4. Non-certificated/licensed teachers. Districts must provide parents timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by a teacher who does not meet applicable State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned.

5. Testing transparency. At the beginning of each school year, a school that receives funds under this part shall notify the parents of each student attending any school receiving funds under this part that the parents may request, and the district will provide the parents on request in a timely manner, information regarding any State or District agency policy regarding student participation in any assessments mandated by Section 6311(b)(2) and by the State or District, which shall include a policy, procedure, or parental right to opt the child out of such assessment, where applicable.

In addition, the District shall make widely available through public means (including by posting in a clear and easily accessible manner on the District's website and, where practicable, on each school's website), information on each assessment required by the State to comply with Section 6311, other assessments required by the State, and (where available and feasible to report) assessments required districtwide, including: a) The subject matter assessed; b) The purpose for which the assessment is designed and used; c) The source of the requirement for the assessment; and d) Where such information is available: i) The amount of time students will spend taking the assessment, and the schedule for the assessment; and ii) The time and format for disseminating results.

II. English Learners

1. Language instruction educational programs. Districts must inform a parent of an English learner identified for participation, or participating in, such a program of: a) The reasons for their child being identified as an English learner; b) Their child's level of English proficiency, how such level was assessed, and the status of the child's academic achievement; c) The instructional methods used in their child's program and the instructional methods used in other available programs; d) How their child's program will meet their child's educational strengths and needs; e) How the program will help their child to learn English and meet age-appropriate academic achievement standards for grade promotion and graduation; f) Exit requirements for the program, including the expected rate of transition from such program into classrooms not tailored for English learners and the expected rate of high school graduation; g) In the case of a child with a disability, how the program meets the objects of their child's individualized education program; and h) Information regarding parental rights that includes written guidance: i) Detailing parents' right to immediately remove their child from the program upon their request; ii) Detailing parents' options to decline enrollment in the program or to choose another program or instructional method, if available; and iii) Assisting parents in selecting among various programs and instruction methods, if more than one program/method is offered.

Parents shall be provided this information no later than 30 days after the beginning of the school year or, for students identified as English learners during the school year, within the first two weeks of the child's placement in a language instruction educational program.

2. Outreach. Each district shall implement an effective means of outreach to parents of English learners to inform the parents regarding how they can be involved in their children's education, and be active participants in assisting their children to attain English proficiency, achieve at high levels within a well-rounded education, and meet challenging State academic standards expected of all students. In addition, the outreach shall include holding, and sending notice of opportunities for regular meetings for formulating and responding to parent recommendations.

III. Parent and Family Engagement

1. Parent and family engagement policies. Parents and family members shall be notified of the parent and family engagement policy in an understandable and uniform format and, to the extent practicable, provided in a language the parents can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school.

2. Meeting and information. Each school shall: a) Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation, and to explain the requirements of this part, and the right of the parents to be involved; b) Offer a flexible number of meetings; c) Involve parents, in an organized, ongoing, and timely way, in the planning, review, and improvement of programs including the planning, review, and improvements of the school parent and family engagement policy and the joint development of the school wide program plan under §6314(b); d) Provide parents of participating children: a) Timely information about programs under this part; b) A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standards; and c) If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible. 1) If the school wide program plan under §6314(b) is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes the plan available to the Board.

IV. Voluntary Public School Choice Program

The district shall provide to parents of students in the area to be served by the Voluntary Public School Choice program with prompt notice of: a) The existence of the program; b) The program's availability; and c) A clear explanation of how the program will operate.

V. Education of Homeless Children and Youths

1. Notice of rights. The district shall provide written notice, at the time any homeless child or youth seeks enrollment in such school, and at least twice annually while the child or youth is enrolled in such school, to the parent/guardian of the child or youth (or, in the case of an unaccompanied youth, the youth) that: a) Shall be signed by the parent/guardian (or, in the case of an unaccompanied youth, the youth); b) Sets the general rights provided under this subtitle; c) Specifically states: 1) The choice of schools homeless children and youths are eligible to attend, 2) That no homeless child or youth is required to attend a separate school for homeless children or youths, 3) That homeless children and youths shall be provided comparable services including transportation services, educational services, and meals through school meals programs; 4) That homeless children and youths should not be stigmatized by school personnel; and 5) Includes contact information for the local liaison for homeless children and youths.

2. Assistance to unaccompanied youth. In the case of an unaccompanied homeless youth, the district shall ensure that the homeless liaison assists in placement or enrollment decisions under this subparagraph, considers the views of such unaccompanied youth, and provides notice to such youth of the right to appeal.

3. Public notice of rights. Each district shall ensure that public notice of the educational rights of homeless children and youths is disseminated where such children and youths receive services under this Act, such as schools, family shelters, and soup kitchens.

VI. Student Privacy

1. Notice of privacy policy. The student privacy policies developed by a district shall provide for reasonable notice of the adoption or continued use of such policies directly to the parents of students enrolled in schools served by that district. At a minimum, the district shall: a) Provide such notice at least annually, at the beginning of the school year, and within a reasonable period of time after any substantive change in such policies; and b) Offer an opportunity for the parent to opt the student out of the activity.

2. Notification of specific events. Each district shall directly notify parents/guardians, at least annually at the beginning of the school year, of the specific or approximate dates when activities described in 20 U.S.C. §1232h(c)(2)(C) are scheduled.

3. Notice of existing policy. All districts shall provide reasonable notice of such existing policies to parents and guardians of students, e.g., "The School Board has adopted and continues to use policies regarding student privacy, parental access to information, and administration of certain physical examinations to minors. Copies of those policies are available upon request."

PARENTSQUARE

In efforts to improve communication between parents and school, schools in Collinsville Unit 10 use the ParentSquare platform to share news and information, and communicate general school announcements and reminders. ParentSquare is also used to notify all households and parents by app notification, text and/ phone call regarding unplanned events that cause early dismissal, school cancellation or late start. ParentSquare specializes in school-to-home communications from the district, school and classroom levels. This program requires NO registration because contact information is pulled directly from the Skyward database. However, if families want to utilize the ParentSquare app and manage their notification and language preferences, their account needs to be verified and established in ParentSquare. To ensure receipt of important messages from the district, it is imperative that parents/guardians keep their contact information up-to-date in Skyward. .

PARKING PERMIT POLICY (COLLINSVILLE HIGH SCHOOL)

Students at Collinsville High School (CHS) earn the privilege to purchase and retain a parking decal. This privilege is earned by adhering to grade level requirements, attendance expectations, as well as rules of conduct for behavior and parking lot safety. Student vehicles parked on campus must be registered with the main office. A CHS Parking Decal (giving students authorization to park on campus) must be visible and attached to the lower windshield on the front passenger side before the vehicle is parked

on campus. Students who do not have a valid parking decal may be assigned In-School Suspension or Short-Term Option Program. No warnings will be issued prior to discipline. All previous obligations must be resolved prior to the issuance of a parking decal.
Only Juniors (must have 10.0 – 14.75 credits) and Seniors (must have 15.0 or more credits) currently registered at CHS are allowed to drive and park on campus during the first semester of school. No student may register a vehicle driven by an underclassman during the first semester of the school year. The penalty for such actions may include a 1-day of in-school suspension or other appropriate discipline as determined by the administration .
Any vacant parking assignments may be assigned to sophomore students (must have 5.00 – 9.5 credits) in January of the second semester of the school year based on the following criteria: Sophomore students may have no more than three (3) absences (ie., unexcused-partial and full day absences), in the first semester of their sophomore year & sophomore students may have no more than fourteen (14) tardies (cumulative) to ANY class during the course of an academic quarter of the current school year. If the criteria listed above are met, stickers will be available based on class rank determined at the end of the student's first semester of their sophomore year. Sophomore students will be charged half of the current year's price for a permit and will be subject to all rules and regulations stated in the parking policy of the handbook.
In order to provide incentives for students to strive for academic excellence, eligible Juniors (must have 10.0 – 14.75 credits) and eligible Seniors (must have 15.0 or more credits) will have the opportunity to choose their parking spot for the following year. Prior to the end of the school year, students will be asked to complete a parking spot request form and submit this form to the high school office. On the form, students will be asked to identify their top three (3) parking spot choices. During the summer months, requests will be fulfilled in an order based upon student classification and students unweighted class rank (calculated at the end of the fourth quarter). Parking requests for senior students will be filled first, followed by junior students. Students (in the same class) who have equivalent unweighted class rank will have their parking spot request order completed through random draw. In the event the requested spots are not available, the student will receive the closest available spot relative to their requests. For example: The student ranked number one (1) in the senior class will have his/her parking spot request fulfilled first, the student ranked number two (2) in the senior class will have his/her parking spot request fulfilled second, etc. After the submitted request forms for the senior class have been fulfilled, the student ranked number one (1) in the junior class will have his/her parking spot request fulfilled, followed by the student ranked number two (2) in the junior class, etc. All parking spot assignments must be claimed during registration in the fall. Any student who does not claim their parking spot at registration will forfeit that parking spot and may reserve a parking spot from the parking spots available.
Students who qualify for a parking permit, but have not been assigned a parking space/decal, may request to be placed on the waiting list. Students on this list will receive a parking permit as spaces become available. The names of students on this list will be arranged based on the order that each student initiates the request and are authorized for placement on the list by administration. A student who commits a vehicle infraction while his/her name appears on the parking permit waiting list, may have his/her waiting list status removed and/or have future driving/parking privileges revoked.

Students are expected to be punctual to all classes and instructional programs. Students who receive 15 unexcused tardies (cumulative) to ANY class during the course of an academic quarter will have their parking privileges revoked for the duration of the school year.
Students who receive ten (10) unexcused tardies and/or unexcused absences (cumulative) to FIRST HOUR class during the course of an academic semester will have their parking privileges revoked for the duration of the school year. Students who are absent unexcused from school for more than ten (10) days cumulative (excluding college days and mental health days) during the course of an academic year, will have their parking privileges revoked for the duration of the school year.
Students are expected to display and maintain appropriate conduct at school. Students who receive two (2) or more Suspensions, one (1) act of gross misconduct, or one (1) Expulsion, may forfeit their parking privileges for the remainder of the school year.

DRIVING AND PARKING REGULATIONS
The driving and parking regulations that follow apply to all students who commit a vehicular infraction or violate parking policy. 1) Students are responsible for the vehicle registered in their name and should drive only that vehicle. In an emergency situation, an "authorized student-driver" may drive another "family-owned" vehicle (i.e., a vehicle registered to the parent/guardian of the student). This "authorized student-driver" must register the "family-owned" vehicle on a form in the Main Office, upon arrival to school each day this vehicle is in use. On this form, students must provide their name, decal number, license number, and the make/model of the "family-owned" vehicle. Students may not register the vehicle of another student. Failure to abide by this registration process may result in disciplinary action; 2) Students may only park in the parking space assigned to them. Designated spaces are available for staff and visitors; 3) Students may not park on the back road. Students should not park their vehicles in fire lanes, bus loading zones, driveways, campus thoroughfares, faculty/visitors parking areas, or in handicap parking areas; 4) Students operating motor vehicles must observe all signs present on CHS parking lots and on school grounds; 5) Students are authorized to drive their registered vehicles during the following situations: arrival to school, early dismissal, and open campus (which occurs when school is dismissed). In the event of an early dismissal, authorized student-drivers must receive a release from the Main Office before exiting the school; 6) All vehicles must be operated in compliance with the Illinois Rules of the Road, including proof of state-mandated, insurance coverage (insurance card), vehicle registration information, and a driver's license; 7) The speed of vehicles must not exceed 10 M.P.H.; 8) All vehicles must be operated on proper roadways within the CHS campus. Driving/parking privileges at CHS may be revoked if a student drives over sidewalks, on grassy areas, or over/through barricades meant to limit/prevent vehicular traffic, drives recklessly, leaves campus without permission or takes another student(s) off campus

without permission; 9) Unnecessary and disruptive conduct while driving/parking is prohibited. Such acts include the revving of engines, rapid acceleration, and other dangerous acts (including unexpected braking, performing wheelies, and playing loud music); 10) Transferring parking decals to another student(s) or permitting an unauthorized student(s) to park is not allowed (during any part of the school year). Only the registered student is authorized to use his/her assigned space and vehicle; 11) Always secure your parked vehicle and leave it immediately. Students should vacate their vehicles and clear the parking lot, immediately. Vehicles are to be parked and are to remain parked from arrival to dismissal, unless a student has administrative permission to move the vehicle during the school day – Students will not be issued passes to their vehicle during the school day (except for emergent situations); 12) Registration Conditions: a) Juniors and Seniors must register vehicles for parking according to the policies established by the administration; b) Students who receive parking decals may have their parking decals removed and their driving/parking privileges revoked if it is discovered that he/she does not meet one or more terms of the CHS Student Parking Permit Policy; c) The administration reserves the right to limit the number of parking spaces available or to restrict student parking privileges; d) The cost for an initial, student-parking decal before/during the first semester has been set by the Board of Education. The cost for an initial, student-parking decal during the second semester has been set by the Board of Education. Replacement decals may be provided at an additional expense; 13) Students have no reasonable expectation of privacy in cars parked on school grounds. School lots are regularly searched by contraband dogs, administration, and police officers. Students should be aware that items and spaces on school grounds are subject to search and view by others, and that prohibited items discovered during the course of a search may result in discipline, including, but not limited to, expulsion from school; 14) Collinsville Community Unit School District #10 assumes no responsibility/liability for damages to student vehicles, any possessions left in them, or anything attached to the vehicles on school property. Students park their vehicles on or near school property at their own risk. Students should be aware that their vehicles are not protected in any way while in the parking lot, and items of value should not be left in or near the vehicle while unattended; 15) Any violation of school/parking policy may result in a conference, a suspension(s), and/or removal of driving/parking privileges for the school year (in addition to any other penalty imposed by administration); 16) CHS will NOT refund parking fees; 17) Inappropriately parked vehicles or vehicles without an authorized parking sticker may be towed at the owner's expense.

Video cameras may be active in parking lots and may be used for the purposes of investigation into student misconduct. Discipline for misconduct includes all disciplinary measures in the student discipline code and/or withdrawal of parking privileges.

To qualify for a parking decal, students must: 1) Receive less than fifteen (15) unexcused tardies (cumulative for all periods), during the CHS academic quarter preceding the quarter when the parking decal is initially issued. (Example: Students receiving decals during registration/Fall Semester 1, must have received less than fifteen (15) unexcused tardies during Spring Semester 2/Quarter 4 of the previous CHS school year); 2) Students must have maintained ten (10) or fewer unexcused absences (partial and/or full day) and/or not exceeded three (3) truant absences.

PHYSICAL EDUCATION

GRADES (COLLINSVILLE HIGH SCHOOL)

Students of Collinsville High School must comply with the graduation requirements established by the C.U.S.D. No. 10. Each student is required to complete a minimum of two (2) units of credit (four semesters) of physical education with passing grades. To receive a grade for each semester, a student must successfully meet the participation and testing requirements established by the Physical Education Department. The requirements stipulate that each student must successfully participate in a minimum of two-thirds of the activities offered per semester to receive credit. Students not completing the minimum participation requirement of two-thirds of the semester for medical reasons shall receive a medical withdrawal for that semester.

EXEMPTIONS

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. Upon written notice from a student's parent/guardian, a student will be excused from engaging in the physical activity components of physical education during a period of religious fasting. A student in grades 9-12 may submit a written request to the building principal requesting to be excused from physical education courses for: 1) Enrollment in a marching band program for credit; 2) Enrollment in Reserve Officers Training Corps (ROTC) program sponsored by the District; 3) Ongoing participation in an interscholastic or extracurricular athletic program; 4) Enrollment in academic classes that are required for admission to an institution of higher learning (student must be in the 11th or 12th grade); or 5) Enrollment in academic classes that are required for graduation from high school, provided that failure to take such classes will result in the student being unable to graduate (student must be in the 11th or 12th grade).

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.

Occasionally a student may be unable to participate in physical education due to an injury or illness. Exemption from Physical Education (PE) may be issued from the nurse with a parent note not to exceed two (2) days. The parent/guardian must write a note stating the nature of the injury/illness to request this excuse. Parent/guardian notes requesting PE exemption should be delivered to the CHS health room prior to first hour class. Requests for PE exemption to exceed two (2) days must be signed by a person

licensed under the Medical Practices Act corroborating the medical basis of the request. Doctor's notes for P.E. exemption must have an ending date. If no ending date is listed, duration will be from appointment to appointment or 30 calendar days.
A student who is eligible for special education may be excused from physical education courses in either of the following situations: 1) He or she (a) is in grades 3-12, (b) his or her IEP requires that special education support and services be provided during physical education time, and (c) the parent/guardian agrees or the IEP team makes the determination; or 2) He or she (a) has an IEP, (b) is participating in an adaptive athletic program outside of the school setting, and (c) the parent/guardian documents the student's participation as required by the Superintendent or designee. A student requiring adapted physical education will receive that service in accordance with the student's Individualized Education Program. 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 2) The student's class schedule.

COLLINSVILLE HIGH SCHOOL ATHLETIC PHYSICAL EDUCATION

Prerequisites: Students in grade 10 through grade 12 who are members of an IHSA Collinsville High School sponsored sport may be eligible for enrollment in the CHS Athletic Physical Education course. Students in grade 9 must get permission prior to their fall semester at Collinsville HS from the Collinsville HS AD to be eligible for enrollment in CHS Athletic PE. Athletes must indicate sport(s) they are currently participating in. Final approved course enrollment is subject to approval by the athletic director, teacher, and coach. Athletic physical education is offered to freshmen through seniors who played on a Collinsville school sponsored IESA or IHSA team sport the previous year and will be participating this year.

Special Note: Athletes enrolled in CHS Athletic PE who quit or are removed from a team will be removed from Athletic PE and placed into a regular physical education class immediately. If the athlete that is removed quits the team and plays another sport, he/she will be required to obtain a new permission form signed by BOTH the varsity coach and athletic director in order to be considered for re-enrollment in Athletic PE.. Any student who receives a grade lower than a "B" in a previous semester of Athletic PE will not be eligible for re enrollment in a subsequent semester of Athletic PE.

Commented [BH22]: Added language to clarify prerequisites and continued enrollment eligibility for CHS Athletic PE as recommended by Mr. Clay Smith and the CHS Athletic Department.

UNIFORM GUIDELINES (CHS/CMS)

All students shall wear gray, purple or black shirts with sleeves gray, purple or black shorts, socks and athletic shoes during physical education classes. For the safety of students, the following will not be permitted to be worn during physical education class: jewelry, flip-flops, open backed and/or open toed shoes, boots, jeans, pajamas, etc. (Yoga shorts/ pants and tights may be worn with shorts on over them). Sweatshirts and sweatpants may be worn over the physical education uniform with teacher permission prior to dressing. ~~Sweatshirts may not have a hood or pockets, and sweatpants may not have pockets.~~ Students not dressing for physical education may be subject to disciplinary action as determined on a case-by-case basis by school administration.

Commented [BH23]: Handbook Language update as per CMS and CHS Administration.

PHYSICAL EXAMS

SCHOOL PHYSICALS

Illinois state law requires all students entering ninth grade and new enrollees to the district to have a physical examination and an up-to-date immunization record on file with the health office. School physicals should be completed on the Illinois DHS form within 12 months prior to the first day of school.

SPORTS/ATHLETICS PHYSICALS

Students who participate in interscholastic athletics at Collinsville Middle School and Collinsville High School must have a current sports physical on file with the athletic trainer. Physicals may be completed on the Illinois DHS form or the IHSA sports physical form. Physicals are valid for 13 months from the date of the exam. Ninth grade physicals must be completed on the Illinois DHS physical form and will also be adequate to meet the IHSA sports physical requirement. Physicals may be submitted to the athletic director, the athletic coach or athletic trainer.

POSITIVE BEHAVIORAL INTERVENTIONS & SUPPORTS

Collinsville Unit 10 School District is a proud participant of Positive Behavioral Interventions and Supports (PBIS). PBIS stands for Positive Behavioral Interventions & Supports. It is an evidence-based framework used by schools to improve school culture and student behavior, promoting a safe environment for learning. PBIS is based on several decades of research by major universities across the country. A key aspect of PBIS is focusing on more **positive behaviors** and less on negative behaviors. The way schools operate are their foundational systems. In PBIS, these systems support accurate, durable implementation of practices and the effective use of data to achieve better outcomes. Schools generate multiple pieces of data about students every day. Within the PBIS framework, schools use data to select, monitor and evaluate outcomes, practices, and systems across all three tiers. Key to improving outcomes are the strategies to support students at every level. In PBIS, these interventions and strategies are backed by research to target the outcomes schools want to see. The outcomes from PBIS are what schools achieve through the data, systems, and practices they put in place. Families, students, and school personnel set goals and work together to see them through. In PBIS, outcomes might be improved student behavior, or fewer office discipline referrals.

POSTERS

All signs or posters affixed in the school building(s) must be approved by a club or activity sponsor (when applicable) as well as the Activity Director and/or Building Principal.

PREVENTION OF ANAPHYLAXIS

While it is not possible for the School or District to completely eliminate the risks of an anaphylactic emergency, the District maintains a comprehensive policy on anaphylaxis prevention, response, and management in order to reduce these risks and provide accommodations and proper treatment for anaphylactic reactions. Parent(s)/guardian(s) and students who desire more information or who want a copy of the District's policy may contact the Building Principal.

PUBLICITY RELEASE

At times, the Collinsville School District has the opportunity to publish the achievements of students at school. Examples include everyday classroom activities, awards, special projects, sporting events, etc. Publications may occur through school or district web pages, newspapers or other media. It is the intent of the Collinsville School District to protect all students from harm or injury.

PICTURES OF UNNAMED STUDENTS

Students may occasionally appear in photographs and videotapes taken by school staff members, other students, or other individuals authorized by the building principal. The school may use these pictures, without identifying the student, in various publications, including the school yearbook, school newspaper, and school website. No consent or notice is needed or will be given before the school uses pictures of unnamed students taken while they are at school or a school-related activity.

PICTURES OF NAMED STUDENTS

Many times, however, the school will want to identify a student in a school picture. School officials want to acknowledge those students who participate in a school activity or deserve special recognition. If you DO NOT wish to have your child's named picture, named videotape, interview by the media, or named student-produced materials used for this purpose for the current school year, or if you wish to have your child's name omitted for the current school year, please send a letter outlining your request to the Director of Technology, Collinsville Community Unit School District No. 10, 201 West Clay Street, Collinsville, Illinois 62234. Notification should be made to the District annually if you DO NOT wish to have your child's named picture, named videotape, named interview by the media, or named student-produced materials used for this purpose, or if you wish to have your child's name omitted.

PICTURES OF STUDENTS TAKEN BY NON-SCHOOL AGENCIES

While the school limits access to school buildings by outside photographers, it has no control over the news media or other entities that may publish a picture of a named student. School staff members will not, however, identify a student for an outside photographer.

TEACHER PERFORMANCE ASSESSMENT

Illinois has launched a new performance assessment initiative to insure pre-service teachers (student teachers) have the necessary knowledge, skills and dispositions to be effective educators before teaching licenses are issued. As part of this Teacher Performance Assessment, pre-service teachers must video their performances and the impact the instruction is having on student learning. Students and their voices must be recorded and student work samples scanned as evidence that learning is occurring. To protect their identity, students' last names are not used on the recording or on any documents submitted to the team of evaluators of teaching performances. Parents who do not want their children recorded or their children's work samples scanned, should contact the principal in writing annually stating so.

PUNS (PRIORITIZATION OF URGENCY OF NEED FOR SERVICES)

Database Information for Students and Parents or Guardians

The Illinois Department of Human Services (IDHS) maintains a statewide database known as the PUNS database (Prioritization of Urgency of Need for Services) that records information about individuals with intellectual disabilities or developmental disabilities who are potentially in need of services.

IDHS uses the data on PUNS to select individuals for services as funding becomes available, to develop proposals and materials for budgeting, and to plan for future needs. The PUNS database is available for children with intellectual disabilities or developmental disabilities with unmet service needs.

Registration to be included on the PUNS database is the first step toward receiving developmental disabilities services in this State. A child who is not on the PUNS database will not be in the queue for State developmental disabilities services.

For more information and to sign up for PUNS, see the Illinois Department of Human Services PUNS information page at https://www.dhs.state.il.us/page.aspx?item=41131.

REGISTRATION REQUIREMENT

Each summer ALL Collinsville students are required to register online via the Skyward Family Access portal. ~~Y~~early registration is generally held during the last week of July and/or the first week of August. Registration details (dates/times) can be found on the

district's web site. All students of Collinsville Community Unit School District Ten (10) will be required to provide proof of residency. Specific requirements for establishing student residency may be retrieved via the Office of Director of Student Services.

REPORT TO PARENTS

Parents/Guardians are encouraged to frequently check their child's progress throughout the year on the CHS FAMILY Access website: www.kahoks.org - Parents/Students>*Family Access.*

RESIDENCE VERIFICATION (ANNUAL)

Collinsville Community Unit School District No. 10 is happy to share that we are updating our district practice for annual student residence verification for compliance with District Policy and Illinois School Code. In an effort to honor parent and staff time, Collinsville CUSD10 will be working with a third-party vendor who uses a system called CLEAR Batch to automatically verify parent/guardian residency within the Collinsville CUSD10 boundaries. The CLEAR Batch system reviews public records to verify the parent/guardian name and address. In the past, all households were required to verify residency at the initial time of student enrollment for continued enrollment in the District. This new process will allow the Collinsville School District to annually verify parent/guardian residence within the boundaries of the Collinsville CUSD10. The software will allow staff to conduct electronic residency verification for the district. The intent of the software is to 1) Conduct annual residence verification in an efficient manner; 2) Significantly reduce parent time needed to satisfy annual residence verification; 3) Significantly decrease staff time taken for the annual residency verification process.

RESTRICTED AREA POLICY (COLLINSVILLE HIGH SCHOOL)

A restricted area is any area of the campus where a student's presence is not required as a result of his/her instructional program. This includes, but is not limited to, the cafeteria (at any time other than assigned lunch periods), the parking lot and the gymnasium for non-athletes after school. Students may use the hallways, restrooms, and locker bays between classes. Movement throughout the building (other than passing periods) will require a hall pass signed by a staff member. Such movement must be done promptly and by the most direct means.

RESTRICTED AREA POLICY (COLLINSVILLE MIDDLE SCHOOL)

A restricted area is any area of the campus where a student's presence is not required as a result of his/her instructional program. This includes, but is not limited to, the Commons Area (at any other time other than assigned lunch periods). Students may use the hallways, restrooms, and their lockers between classes (Administration reserves the right to limit access to school facilities during any time of the school day). Movement throughout the building (other than passing periods) will require a hall pass signed by a staff member. Such movement must be done promptly and by the most direct means. Attendance in a restricted area may result in disciplinary actions by administration.

Campus Arrival/Departure

Upon arriving at school, students are to report to the commons area for breakfast or gymnasium where they will be dismissed to first period class. Students who need to report to a classroom must have a signed pass from a CMS staff member. Students are to vacate the building in a timely manner at the end of the school day unless involved in extracurricular or teacher-supervised activities.

SALE OF FOOD PRODUCTS AT SCHOOL

Sales of candy/food are not permitted during the school day. The sale of food products at school by school sponsored groups will be at the discretion of the Building Principal and permission must be obtained by the club sponsor prior to any sales campaign. All food products sold to students are done with the expectation that the product(s) will be handled/consumed in accordance with all other school rules.

SCHEDULE CHANGES (COLLINSVILLE HIGH SCHOOL)

Collinsville High School creates a new Master Schedule to accommodate the students' course requests during the registration process. Students may see their counselor regarding schedule changes during the first five (5) days of the First Semester and the first five (5) days of the Second Semester. Changes in courses may be honored if the request is related to: 1) Graduation requirements; 2) First semester failures; 3) Failed prerequisite courses; 4) Computer errors; 5) College entrance requirement; and/or 6) A grade of 'D' or 'F' in a class.

Schedule changes will not be made for the following reasons: 1) Lunch hour preference; 2) A student changes his/her mind; 3) A student doesn't like people in the class; 4) A student simply doesn't like his/her schedule; 5) Teacher preference (with the exception of administrative approval). Students should not expect any schedule changes to be made after the first five days of the first Semester and after the first five days of the second Semester. Final decisions regarding student placement procedures and schedule change approval/denial will reside with the building principal.

Important Notice: Students who withdraw from a class after the first five weeks of the first semester and the first five weeks of the second semester will receive a grade of "F" on his/her transcript for the course.

SCHOOL HOURS

Collinsville schools operate with staggered start times to facilitate the efficient transportation of students. A modified schedule is followed for the first and last day of each school year as well as for staff in-service days. Students are dismissed ½ hour early EVERY Wednesday during the school year so staff can participate in Professional Learning Communities (PLC).

SCHOOL HOURS

School	Full Day Schedule	Wednesday Schedule	Half Day Schedule
Elementary Schools *(except Webster)*	7:55AM – 2:40PM	7:55AM – 2:10PM	7:55AM – 11:20AM
Elementary School (*Webster*)	7:55AM – 2:25PM	7:55AM – 1:55PM	7:55AM – 11:05AM
Dorris Intermediate School	9:00AM – 3:45PM	9:00AM – 3:15PM	9:00AM – 12:25PM
Collinsville Middle School	8:45AM – 3:40PM	8:45AM – 3:10PM	8:45AM – 12:15PM
Collinsville High School	7:50AM – 2:50PM	7:50AM – 2:20PM	7:50AM – 11:20AM
Hollywood Heights School	7:30AM – 1:30PM	7:30AM – 1:30PM	

NOTE: Subject to change as per Board of Education approved Return to Learning Plan

SCHOOL REPORT CARD

The Illinois Report Card is an annual report released by the Illinois State Board of Education that shows how the state, and each school and district, are progressing on a wide range of educational goals. The Report Card offers a complete picture of student and school performance in order to inform and empower families and communities as they support their local schools. Students are assessed in reading, math, and science, for both proficiency and growth. Student achievement in these areas is also reported by "subgroup." The federal government mandates that test results for the following subgroups be calculated: gender, race/ethnicity, limited English proficiency, migrant, students with Individualized Education Plans and students receiving free or reduced lunch. The report cards for C.U.S.D. No. 10 may be accessed via the Illinois State Board of Education website at:
https://www.illinoisreportcard.com/District.aspx?districtId=41057010026

SCHOOL RESOURCE OFFICER/DISTRICT SECURITY OFFICER

The Collinsville CUSD10 has School Resource Officers (SRO), a District Security Supervisor (DSS) and a District Security Officer (DSO) to serve as a resource to administrators, classroom teachers, parents and students. The SRO and DSO also assist school officials with supervision and security on our campus, as well as many other services for our entire school community. The SRO, DSS and will assist the school administration with daily obligations of the school.

SCHOOL SONG (COLLINSVILLE HIGH SCHOOL)

FIGHT, FIGHT
Fight, Fight, for old CHS!
We'll show the people we are the best,
We will fight to raise that score cause we're always here to yell some more.
We've got a team that we think is great.
Come on and show them we really rate.
Kahoks, win this game tonight, so come on team, let's fight!
K-K-KAH...O-O-OKS...K-A-H-O-K-S...
Kahoks, Kahoks, Kahoks!

SCHOOL SPONSORED PUBLICATIONS,

PRODUCTIONS AND WEBSITES

School-sponsored publications, productions, and websites are governed by the Speech Rights of Student Journalists Act, school board policies and the student/parent handbook. Student journalists are responsible for determining the news, opinion, feature, and advertising content of those publications, productions, and websites. Student journalists must: 1) Make decisions based upon news value and guided by the Code of Ethics provided by the Society of Professional Journalists, National Scholastic Press Association, Journalism Education Association, or other relevant group; 2) Produce media based upon professional standards of accuracy, objectivity, and fairness; 3) Review material to improve sentence structure, grammar, spelling, and punctuation; 4) Check and verify all facts and verify the accuracy of all quotations; 5) In the use of personal opinions, editorial statements, and/or letters to the editor, provide opportunity and space for the expression of differing opinions within the same media to align with the District's media literacy curriculum mandate; and 6) Include an author's name with any personal opinions and editorial statements, if appropriate. Student journalists may not create, produce, or distribute school sponsored media that: 1) Is libelous, slanderous, or obscene; 2) Constitutes and unwarranted invasion of privacy; 3) Violates Federal or State law, including the constitutional rights of third parties; or 4) Incites students to (a) commit an unlawful act; (b) violate any school district policy or student handbook procedure; or (c) materially and substantially disrupt the orderly operations of the school.

The District will not engage in prior restraint of material prepared by student journalists for school-sponsored media, unless the material fits into one of the four prohibited categories listed above, in which case the Building Principal and/or student media advisers may review, edit, and delete such media material before publication or distribution of the media. No expression made by students in the exercise of freedom of speech or freedom of the press under this policy shall be deemed to be an expression of the School, District or an expression of Board policy.

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. Letters verifying participation in this program are available from the school office upon request.

SEAL OF BILITERACY PROGRAM (COLLINSVILLE HIGH SCHOOL)

Collinsville High School students have the opportunity to be recognized by the State of Illinois for earning proficiency in English and one additional language. The Illinois State Board of Education's Seal of Biliteracy program will place an official seal on diplomas and confer official recognition on transcripts of those students who qualify.
Two honors are available: the Seal of Biliteracy and the Commendation Toward Biliteracy. The Seal of Biliteracy is awarded to those whose proficiency level is equivalent to the Intermediate High scale set by the American Council on the Teaching of Foreign Languages. The Commendation of Biliteracy is awarded to students whose proficiency level is rated at Intermediate Low or Intermediate Mid in a second language.

To qualify for the Seal of Biliteracy, seniors must: 1) Earn a minimum composite score of 21 on an official administration of the ACT, **OR** a score of 540 on the SAT English Language Arts **OR** 2) Earn a minimum overall score of 4.8 on the ACCESS for ELLs exam, **OR** a minimum score of I-5 on the ACTFL ~~ESL~~ English Assessment **AND** Earn a minimum score of I-5 on the ACTFL's Assessment of Performance toward Proficiency in Languages (AAPPL) exam. The following languages can be assessed with the AAPPL exam: Arabic, Chinese (Mandarin), French, German, Latin, Portuguese, Russian, and Spanish **OR** students can also satisfy this requirement by earning a 4 or higher on the AP Language exams.

To qualify for the Commendation Toward Biliteracy, seniors must: 1) Earn a minimum composite score of 21 on an official administration of the ACT, **OR** a score of 540 on the SAT English Language Arts **OR** Earn a minimum overall score of 3.5 Literacy on the ACCESS for ELLs exam, **AND** Earn a minimum score of I-1, I-2, I-3 or I-4 on the ACTFL's Assessment of Performance toward Proficiency in Languages (AAPPL) exam. The following languages can be assessed with the AAPPL exam: Arabic, Chinese (Mandarin), French, German, Latin, Portuguese, Russian, and Spanish; 2) Earn a minimum overall score of 3.5 Literacy on the ACCESS for ELLs exam, **AND;** 3) Earn a minimum score of I-1, I-2, I-3 or I-4 on the ACTFL's Assessment of Performance toward Proficiency in Languages (AAPPL) exam. The following languages can be assessed with the AAPPL exam: Arabic, Chinese (Mandarin), French, German, Latin, Portuguese, Russian, and Spanish **OR** students can also satisfy this requirement by earning a 3 on the AP Language exams. Additionally, students of Latin may qualify for a Seal of Biliteracy by showing English proficiency through qualifying ACT or ACCESS scores and by earning a minimum score of I-5 on ACTFL's Latin Interpretive Reading Assessment (ALIRA). A qualifying English proficiency score and an ALIRA score of I-1, I-2, I-3 or I-4 will earn a Commendation Toward Biliteracy.
If you are interested in applying for the Seal of Biliteracy, please see your counselor for an application to apply for testing.

SEARCH AND SEIZURE

To maintain order 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 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.

STUDENTS

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 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. School officials may not request or require a student or his/her parents/guardians to provide a password or other related account information to gain access to the student's account or profile on a social networking website.

QUESTIONING OF 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.

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.

SEX OFFENDER & VIOLENT 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 for any reason – 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. State law requires that all school districts provide parents/guardians with information about sex offenders and violent offenders against youth. Information about sex offenders or violent offenders against youth is available to the public on the Illinois State Police (ISP) website. The ISP website contains the following:

Illinois Sex Offender Registry, https://isp.illinois.gov/Sor/Disclaimer
Illinois Murderer and Violent Offender Against Youth Registry, https://isp.illinois.gov/MVOAY/Disclaimer
Frequently Asked Questions Concerning Sex Offenders, https://isp.illinois.gov/Sor/FAQs

SKYWARD FAMILY ACCESS (PARENT & STUDENT PORTAL)

Family Access is a real time district-sponsored tool for students and parents to track progress and keep current on assignments, attendance, tests and other academic activities. It may be accessed through the school district website www.kahoks.org - Parents/Students>Family Access. Activation codes will be mailed to parents and students when they enroll in the district. The activation code is designed to protect the privacy of data. Information, which may be obtained through the Family Access website, includes: On-line Registration, daily announcements, class schedules, updated grades, report cards, attendance reports and the ability to update their School Messenger information. Collinsville Unit 10 School District believes that communication between parents and school is critical for the success of students.

SPECIAL EDUCATION SERVICES

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 21st birthday for whom it is determined that special education services are needed, except those children with disabilities who turn 22 years of age during the school year are eligible for special education services through the end of the school year. 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. Services are provided in the least restrictive environment based upon the child's individual needs and can range from providing consultation to the general education classroom teacher to full-day instructional programming for the student in the special education setting. Collinsville CUSD No. 10 ensures that services and programs are available for children with multiple disabilities, mild and moderate to severe and profound cognitive disabilities and physical, learning or emotional disabilities. If necessary, students may be placed in private education facilities if services cannot be provided within the District. Related services, such as speech and language therapy, physical therapy, occupational therapy, adaptive physical education and social work are also available to students who meet certain criteria and for whom a program has been developed. If you feel your child may need special education programming, please contact your building principal or school counselor.

REFERRALS FOR SPECIAL EDUCATION

If you believe your child may have a disability, and this disability is adversely affecting your child's education performance, please contact your building principal or school counselor to receive your full procedural rights. Requests for evaluations must be in writing and state the reason for the referral.

CHILD FIND/SPECIAL EDUCATION REFERRAL

The school district attempts to identify, locate and evaluate all children age 3 through 21 who are suspected of having a disability, which adversely affects educational performance. Additionally, the district refers families who are expecting a child or have children up to three years of age to our community partner, Children's Home and Aid, for home visiting and other services. Children with disabilities up to age three and in need of specialized services are referred to Child and Family Connections; an agency that coordinates needed services for the student and their families. Further child find activities include, early childhood screenings and teacher and/or parent referrals for case study evaluations. Screening dates for early childhood children (those children who will be three by the start of the school year up to kindergarten age) can be accessed on the district web site and the local newspapers. The early childhood screening is a free developmental check that includes gross and fine motor, cognitive, vision, hearing and speech/language screening. Children who show delays in two developmental areas may be referred for full case study evaluation for special education services.

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 Code, may qualify for services under Section 504 of the federal Rehabilitation Act of 1973 if the child (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. Inquiries regarding the identification, assessment and placement of students may be directed to the Collinsville CUSD10 Special Education Department (Hollywood Heights School, 6 Oakland, Caseyville, Illinois 62232, Phone: (618-343-2762).

RELATED SERVICE LOGS

For a child with an individualized education program (IEP), the school district must create related service logs that record the type of related services administered under the child's IEP and the minutes of each type of related service that has been administered. The school will provide a child's parent/guardian a copy of the related service log at the annual review of the child's IEP and at any other time upon request.

MAINTENANCE AND DESTRUCTION OF SPECIAL EDUCATION RECORDS

Special education records (case study components, IEP's and correspondence with educational and diagnostic centers) are considered temporary records and are housed at the Special Education Offices, 6 Oakland, Caseyville, IL 62232. Parents of students, or students, if they have succeeded to the rights of the parents, may view or request copies of these records by contacting the Director of Special Education & Related Services at 618-343-2762. Upon graduation or permanent withdrawal of a handicapped student, as defined in the School Code [105 ILCS 5/Art.14] and 23 Ill. Adm. Code 226, Subpart A (Special Education), psychological evaluations, special education files and other information contained in the student temporary record which may be of continued assistance to the student may, after five years, be transferred to the custody of the parent or to the student if the student has succeeded to the rights of the parents. Temporary records of those students who have permanently withdrawn or graduated from Collinsville Community Unit 10 will be destroyed after five years from the date of graduation or permanent withdrawal beginning the second week of June each year. Parents or students, if they have succeeded to the rights of the parent, are encouraged to claim these records because they may be of medical or educational benefit in the student's future. For those parents of students or students, if they have succeeded to the rights of the parents, who may wish to acquire any of these temporary records before they are to be destroyed, please contact the Director of Special Education & Related Services at 618-343-2762.

REQUESTING TO ACCESS CLASSROOM OR PERSONNEL FOR SPECIAL EDUCATION EVALUATION OR OBSERVATION

The parent/guardian of a student receiving special education services, or being evaluated for eligibility, is afforded reasonable access to educational facilities, personnel, classrooms, and buildings. This same right of access is afforded to an independent educational evaluator or a qualified professional retained by or on behalf of a parent or child. For further information, please contact the school principal.

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 as determined through a manifestation hearing. Any special education student whose gross disobedience or misconduct is not a manifestation of his or her disability may be expelled pursuant to the expulsion procedures.

STANDARDIZED TESTS

Students and parents/guardians should be aware that the State and District require students in grades K-12 to take standardized tests throughout the school year. Parents are encouraged to cooperate in preparing students for the standardized testing, because the quality of the education the school can provide is partially dependent upon the school's ability to continue to prove its success in the state's standardized tests. Parents can assist their students achieve their best performance by doing the following: 1) Encourage students to work hard and study throughout the year; 2) Ensure students get a good night's sleep the night before exams; 3) Ensure students eat well the morning of the exam, particularly ensuring they eat sufficient protein; 4) Remind and emphasize for students the importance of good performance on standardized testing; 5) Ensure students are on time and prepared for tests, with appropriate materials; 6) Teach students the importance of honesty and ethics during the performance of these and other tests; 7) Encourage students to relax on testing day. *A parent/guardian may request, and the District will provide in a timely manner, information regarding student participation in any assessments mandated by law or District policy, which shall include information on any applicable right you may have to opt your student out of such assessment.*

STUDENT APPEARANCE

The Collinsville School District believes that a working clothing-code establishes an environment conducive to learning and reinforces instruction that prepares students to succeed in the world of work. Appropriate student appearance decreases educational distractions, promotes the safety of all students, produces higher moral and physical standards among students, and in general, contributes to the high level of academic excellence of our school. The students' rights of personal freedom to dress and groom themselves according to personal taste will be respected in Unit 10 schools as long as the dress and grooming does not disrupt the educational process, interfere with the maintenance of a positive teaching/learning climate or compromise reasonable standards of health, safety and decency. Dress and/or grooming which is not in accord with reasonable standards for health and safety will be considered inappropriate. The building principal is the final authority for judging the appropriateness of a student's appearance. If a teacher finds a student's dress or grooming to be a disruption in the classroom, the student will be sent to the office. Students whose dress causes a substantial disruption of the orderly process of school functions or endangers the health or safety of the student, other students, staff or others, may be subject to discipline.

A student's appearance, including dress and hygiene, must not disrupt the educational process or compromise standards of health and safety. The school does not prohibit hairstyles historically associated with race, ethnicity, or hair texture, including, but not limited to, protective hairstyles such as braids, locks, and twists. The District also does not prohibit the right of a student to wear or accessorize the student's graduation attire with items associated with the student's cultural, ethnic, or religious identity or other characteristic or category protected under the Ill. Human Rights Act, 775 ILCS 5/1-103(Q). Religious headwear or items for religious observance are not prohibited . Students who disrupt the educational process or compromise standards of health and safety must modify their appearance.

Student dress and grooming are important issues in creating a safe and orderly educational environment. Each student has the responsibility to dress and groom in a manner that meets reasonable community standards of good taste, health, safety, and cleanliness while not disrupting the educational process. Students are expected to wear clothing in a neat, clean, and well-fitting manner while on school property and/or in attendance at school sponsored activities. Students are to use discretion in their dress and are not permitted to wear apparel that causes a substantial disruption in the school environment. Student dress (including accessories) may not advertise, promote, or picture alcoholic beverages, illegal drugs, drug paraphernalia, violent behavior, or other inappropriate images. Student dress (including accessories) may not display lewd, vulgar, obscene, or offensive language or symbols, including gang symbols.

DRESS & GROOMING GUIDELINES AND PROHIBITED ITEMS

Hats, hoods, bandannas, sunglasses and dark glasses (unless required for a medical condition with a doctor's note), AI Meta Smart Glasses, or any item that blocks students' faces may not be worn in the building during the school day without the expressed consent of the classroom instructor and/or building principal. Hair styles, dress, and accessories that pose a safety hazard are not permitted in the shop, laboratories, or during physical education. 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. Appropriate footwear must be worn at all times. If there is any doubt about dress and appearance, the building

Commented [BH24]: Recommended language addition as recommended by CUSD10 School Resource Officers.

principal will make the final decision. Students whose dress causes a substantial disruption of the orderly process of school functions or endangers the health or safety of the student, other students, staff or others may be subject to discipline.

CONSEQUENCE FOR DRESS CODE VIOLATIONS

Students will be required to comply with dress and grooming guidelines (which may include changing clothing, wearing loaner clothes or being sent home and will receive unexcused absences for all classes they miss. Repeated violations by a student may result in assigned disciplinary action as determined on a case-by-case basis.

Other dress and grooming issues that may arise and those not addressed specifically in this section will be handled by the administration on a case-by case basis in a manner that is consistent with the items in the preceding paragraphs.

STUDENT ASSIGNMENT & INTRADISTRICT TRANSFER

Student Assignment and Intra-District Transfer Attendance Areas The School District is divided into school attendance areas. The Superintendent will review the boundary lines annually and recommend any changes to the School Board. Students living in a given school attendance area will be assigned to that school. Homeless children shall be assigned according to policy 6:140, Education of Homeless Children. Building principals (or their designee) shall assign students to classes.

STUDENT BEHAVIOR

Copies of all School District policies on student behavior are available in the School office.

GENERAL DISCIPLINARY AUTHORITY

Because the Board of Education is entrusted with protecting the safety, health and welfare of the students, staff and property of the School District, it may be necessary at times to discipline students whose conduct affects the well-being of the schools. Discipline is determined on a case-by-case basis and is at the discretion of the administration and the Board of Education. The level of consequences imposed will be consistent with the Illinois School Code. Out-of-school suspensions and expulsions are only used for legitimate educational purposes. The district will make all reasonable efforts to resolve disruptions and minimize the length of exclusion to the greatest extent possible before disciplining a student with a suspension or expulsion. The District does not use zero-tolerance discipline except as required by federal law or the Illinois School Code. In accordance with constitutional due process and statutory requirements, the Board of Education may suspend or expel students in cases of gross disobedience or misconduct that occurs on or off campus. This includes on school buses, at bus stops, while students are traveling to or from school at school sponsored events, activities connected with the school program; any event having a nexus with the school; and at any other time such action is necessary for the safety and supervision of students and during periods of remote learning. 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 and during periods of remote learning..

Only the Board of Education may determine to expel a student from school or from the school bus. The Superintendent, Assistant Superintendents, Principal and Assistant Principals may suspend students from school or the school bus for up to ten (10) school days. Suspensions or expulsions of students shall occur in compliance with procedural regulations to be promulgated and implemented by the administrators of the district. Disciplinary measures other than suspension or expulsion shall be determined by the administration and established in general regulations governing student discipline.

GENERAL PROCEDURES FOR RESOLVING SCHOOL PROBLEMS

School problems can best be resolved at the campus level, where problems start. In order to resolve problems, parents, guardians, and students can meet with a teacher at an appropriate time to discuss existing problems. If the parents, guardians, or students are dissatisfied with the teacher's decision or explanation, they can meet with the building administrator to review the area of concern. If the parents, guardians, or students are dissatisfied with the building administrator's decision or explanation, they can meet with the Director of Student Services to review the area of concern. If further assistance is needed, then parents, guardians, or students can meet with the Superintendent of Schools.

RESPONSIBILITIES IN BEHAVIOR INTERVENTIONS

The effective enforcement of the school based disciplinary management system is essential in keeping a school and school related activities free of disruption and are dependent on the exercise of the responsibilities by the following:

Students

Adhere to school, district, and classroom rules and regulations for behavior and good conduct, 2) Attend all classes regularly and be on time, 3) Prepare for class with appropriate materials and completed assignments, 4) Know that the use, possession, distribution and/or sale of illegal or unauthorized drugs, alcohol, and weapons are unlawful and prohibited and that students may be searched in accordance with Board Policy and state and federal law in order to assure a safe school environment, 5) Show respect for others, 6) Conduct oneself in a responsible manner, 7) Pay required fees and fines, 8) Report threats to the safety of other students, teachers,

and staff members, 9) Cooperate with staff members in the investigation of disciplinary matters, 10) Use technology and computers appropriately.

Parents

1) Support school, district, and classroom rules for student behavior and ensure that their children conduct themselves according to district standards, 2) Provide the school with a current address and home, work, and cellular telephone numbers, 3) Ensure student attendance at school by state law (student attendance is the sole responsibility of the parent or legal guardian), 4) Provide the appropriate school personnel with any student information that will affect the student's ability to learn, 5) Read, acknowledge, and understand that school policies and procedures are applicable to their children's conduct while they are at school and while they are attending events having a nexus with the school.

Teachers

Establish classroom-management procedures that concentrate on good student conduct and support school and district policies and procedures.

Administrators

Develop with all members of the school community an effective School-Based Discipline Management System that promotes and maintains the support of good student behavior.

Board of Education

Clarify the District's purpose, connect with the community, delegate authority, and monitor school performance. Serious offenses are those that substantially disrupt or materially interfere with the orderly process in the classroom, bus transportation, the school or any school-related activity and may include 'persistent' misbehavior. 'Persistent' shall be defined as more than one repeated instance of an administrative infraction. An administrator may find, on the basis of the facts and circumstances of the case that a student may benefit in an alternative educational setting.

Disciplinary measures applied to handicapped students are in accordance with the Rules and Regulations to Govern the Administration and Operation of Special Education in the State of Illinois, Individuals with Disabilities Education Act, and Section 504 of the Rehabilitation Act of 1973.

DISCIPLINE PROGRAMS

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. School personnel shall not advise or encourage students to drop out of school voluntarily due to behavioral or academic difficulties. Disciplinary actions apply equally to all students. All discipline will be imposed on a case-by-case basis. Potential disciplinary measures include, without limitation, any of the following measures: Oral correction; Disciplinary conference, phone call, letter, and/or e-mail; Parent/guardian notification: Temporary removal from the classroom; Restitution for lost or stolen goods or property; Community Service; After-school study or Before-school study provided the student's parent/guardian has been notified; Restitution or restoration, as applicable, from vandalism; Seizure of contraband, confiscation and temporary retention of the personal property that was used to violate school rules; Exclusion from extracurricular activities such as field-trips, commencement exercises/awards ceremonies; Suspension of bus riding privileges; Restriction or removal of computer-use privileges for up to one school year; Suspension from school (and all school activities) for up to ten (10) days; Expulsion from school and all school activities for a definite time period not to exceed two (2) years; Notification to juvenile authorities or other law enforcement in circumstances as authorized by the reciprocal reporting agreement between the District and local law enforcement agencies; Transfer to the Center for Educational Opportunities (Madison County Regional Safe School Program) or other Alternative Education Program(s) if a student is expelled or otherwise qualifies for transfer under State Law; Any other appropriate disciplinary actions determined by the administration. The above list of disciplinary measures is a range of options that will not always be applicable in every case. In some circumstances, it may not be possible to avoid suspending or expelling a student because behavioral interventions, other than a suspension or expulsion, will not be appropriate and available, and the only reasonable and practical way to resolve the threat and/or address the disruption is a suspension or expulsion.

Potential disciplinary measures also include, without limitation, the following measures:

Warning: This notifies a student and perhaps his/her parents/legal guardians that he/she is in violation of a rule or privilege of attending school.

Detention (CHS): The detention program is primarily a supervised study time for students. Students assigned detentions shall not be penalized academically. The program will run from 7:00AM – 7:45AM Monday through Friday and from 3:00PM to 4:00PM Monday, Tuesday, Thursday, and Friday. Parents may request that their child be given the next level of consequence in place of detention (In School Supervision). This request must be made prior to the scheduled detention assignment. Any student who refuses to serve, misbehaves, skips or intentionally misses an assigned detention will be assigned to In School Supervision on the following day. Students not reporting to detention on the day assigned may be reassigned to ISS the following day. Any changes to detentions must be made by a parent/guardian ONLY by contacting the appropriate administrator. For morning detention, the change must be made before 3 p.m. the day prior to the assigned detention. For afternoon detention, the change must be made by 12 p.m. on the day of the assigned detention.

Detention (CMS):

Reason for Detention: A teacher, staff member, or an administrator can write a referral for any reason considered interfering with the education process or noncompliance of school rules.

Notice: A one (1) day notice of before/after school detentions must be given by all teachers in order for the student to inform their parents, to arrange transportation, and to notify the location of the detention.
Lunch Detentions: Assigned by administration and are served during the student's lunch period. Students in Lunch Detention will have lunch provided to them (based on their recorded lunch status) or will be permitted to bring lunch from home.
Absences: If absent or suspended, the student is required to serve the detention the next day he/she returns to school. It is the student's responsibility to remember the detention obligation.
Detention Rules: All school rules apply to detention. A student cannot be late or disruptive for detentions and must be busy with schoolwork during the entire detention period. Students are expected to arrive in the detention room on time, bring and work on assignments/school work.
Skipping Detention or Not Following the Rules of Detention: If a student skips detention or chooses not to follow the rules of detention, then the student may be assigned more detentions or ISS.
Tardy Detention: Tardy detentions will be assigned by the administration.
Teacher Detention: Teacher detentions will be held by the classroom teacher in a supervised classroom before or after school, or during lunch periods.
Problems: If a student or parent has questions concerning detention, they should contact the teacher regarding teacher-issued detention(s) or contact the administrations regarding administrative-issued detention(s).
In School Supervision (ISS) – (CHS): Students will serve In School Supervision (ISS) at school during the school day for as many days as their disciplinary consequences stipulate. During this time, students should work on the assignments being covered in their classes. Students serving ISS will be counted present and receive full credit for academic work completed. Teachers must provide assignments for credit at the student's request. If a student has an unexcused absence in conjunction with serving an ISS, then make-up work will not be permitted. Students are responsible for obtaining assignments from their teachers prior to reporting to ISS. ISS is the last opportunity a student has for remaining in school following disciplinary infractions. If a student chooses not to follow proper ISS procedure, he/she will be suspended out of school, and may reserve an additional day in ISS and/or STOP program assignment. Abuse of an ISS assignment or continued violation of ISS rules may result in the loss of the ISS option. Students or their parent/guardian MUST provide transportation home should the ISS assignment not be completed successfully. In order to change an ISS, the request must be made by 12 p.m. the day before the assigned ISS. An OSS may be requested in lieu of an ISS ONLY by a parent/guardian Note: School work may not be made up when a parent opts for OSS instead of ISS.
The following are rules, regulations, and procedures for the Collinsville High School ISS assignment: 1) Students must be in their seats when the 7:55 a.m. bell rings; 2) Students may not talk or cause any type of disruption or distraction to the "Absolute Quiet" atmosphere of the ISS; 3) No sleeping is permitted; 4) Students are to be studying, reading, and completing academic assignments quietly. Students must come prepared with pen, pencil, etc. to work in ISS; 5) Students are responsible to acquire and return make-up work for missed classes; 6) Lunch is spent in ISS. Students may bring a lunch from home or order a lunch. All drinks must be sealed. No soda is permitted in the ISS room; 7) A type "A" lunch is the only purchasable option. No other eating or drinking is permitted. Gum and cough drops are not permitted at any time; 8) Once the lunch orders have been placed, no additions will be made; 9) There will be three breaks during the day. There will be no other breaks, trips to the lockers, or use of the phones except for medical reasons or emergencies; 10) Students who leave ISS early will not receive credit for the day and would therefore serve the ISS on the next day of attendance. The student will still receive academic credit for all work completed; 11) Students who are absent from school on days to be spent in ISS must make up the days absent when they return to school; 12) In the event that school is canceled for any reason on the day of an ISS assignment, the student should report to ISS on the first day that school resumes; In the event that a student is absent on the day of an ISS assignment, the student should report to ISS on the first day that the student returns to school, 13) Dismissal is at 2:55 P.M. Students are to take all of their books and materials with them each day of an ISS assignment. Nothing is to be left in the ISS room. Anything left in the room will be taken to the Lost and Found; 14) Students who fail to successfully complete an ISS assignment may be sent home. For a failure to complete ISS assignment: 1) the office will contact the parent; 2) the parent must arrange for student transportation home, and; 3) the day may be recorded as an Out of School Suspension. Additional failures of ISS may result in out of school suspension for the number of days remaining for the ISS assignment.
If a parent/guardian is not able to arrange for transportation home: 1) the student will be sent to the library testing center; 2) the day attendance will be recorded as an in-building absence (IA) and; 3) the student must serve a STOP assignment on the next day of student attendance.
In-School Supervision (ISS) (CMS)
In-school supervision may be offered as an alternative to out-of-school suspension.
Students assigned to In-School Supervision (ISS) must first report to first period class and then proceed to the ISS room. It is the student's responsibility to obtain homework assignments and take work materials to ISS daily. Administrators will give students ample time to collect homework assignments. Any student who refuses to report to ISS will be subject to STOP or out-of-school suspension. The rules of ISS are posted in the ISS room and are available to parents/guardians upon request. Failure of In-School Supervision (ISS); Students must pass a full day of ISS to fulfill their ISS obligation. The ISS Supervisor will determine whether a student passes or fails based on the compliance of the student to the rules of ISS. If a student chooses not to follow proper ISS procedures, s/he may be suspended out of school for the day s/he failed. Based on the reason for ISS failure, the remaining ISS days may be turned into STOP or Out-of-School Suspensions. Parents are encouraged to avoid scheduling appointments or requesting early dismissal(s) of students on an assigned ISS day(s). Changes to the ISS date(s) selected by administration may only occur when the parent/guardian of the assigned student contacts the administrator who made the assignment to request an alternative

ISS date(s). CMS encourages all students to serve ISS assignments; parent(s)/guardian(s) may opt for their child to serve one day of Out-of-school suspension for every ISS assigned to their child, but it is highly discouraged. Students who are absent from school on days to be spent in ISS will have to make up the days absent when they return to school. Homework assignments completed during ISS can be turned in for credit when the student returns to regular classes. Quizzes and tests missed while a student is assigned to ISS can be made up. All students in ISS will have a lunch provided to them (based on their recorded lunch status) during a common ISS lunch period. ISS assignments must be served on school days when school is in session. In the event that the ISS day(s) assigned to a student spans a day(s) classified as a district emergency day (i.e. snow day) the emergency day(s) will not be counted toward the fulfillment of the ISS assignment.

Short-Term Option Program (STOP) (DIS/CMS/CHS): The Short-Term Option Program (STOP) is designed to keep suspended students in school. Students assigned to the STOP program report directly to the school office upon arrival to the school campus and are then transported to the Center for Educational Opportunities (CEO) Madison County (IL) Regional Safe School located in Troy, Illinois. Teachers at the Regional Safe School STOP Program work with students to complete assigned academic work from Collinsville High School.

Out of School Suspension (OSS): A student's out of school suspension assignment is determined on a case-by-case basis and is at the discretion of school administrators and Board of Education. *The level of consequences imposed will be consistent with the Illinois School Code.* Students assigned to Out of School Suspension (OSS) will not be allowed on school district property at any time during their Out of School Suspension. Out of School Suspensions are assigned only for days when school is in session. In the event that school is canceled for any reason during the period of an out of school suspension, the student will serve the remaining day(s) of the out of school suspension period on the next day(s) that school resumes. During an out of school suspension assignment, the student will be permitted to make up all missed work, including homework and tests, for equivalent academic credit. Students who are suspended Out-of-School for longer than 4 school days may be provided appropriate and available support services during the period of their suspension as determined by school officials.

Out of School Suspension Procedures (OSS)

The following are suspension procedures:1) Before suspension, the student shall be provided a conference during which the charges will be explained and the student will be given an opportunity to respond to the charges; 2) A pre-suspension conference is not required and the student can be immediately suspended when the student's presence poses a continuing danger to persons or property or an ongoing threat of disruption to the educational process. In such cases, the notice and conference shall follow as soon as practicable; 3) Any suspension shall be reported immediately to the student's parent(s)/guardian(s). A written notice of the suspension shall state the reasons for the suspension, including any school rule that was violated, and a notice to the parent(s)/guardian(s) of their right to a review of the suspension. A copy of the notice shall be given to the Board of Education; 4) Upon request of the parent(s)/guardian(s), the Board of Education or a hearing Officer appointed shall conduct a review of the suspension by the Board. At the review, the student's parent(s)/guardian(s) may appear and discuss the suspension with the Board or the hearing officer and may be represented by counsel. After presentation of the evidence or receipt of the hearing officer's report, the Board shall take such action, as it finds appropriate.

NOTE: *Parents/Guardians who elect not to send their child to school on a day of assigned In-School suspension and/or Short-Term Option Program (STOP) will be considered as unexcused absences from school. Students will not be allowed to make up work missed due to these days of unexcused absence.*

Expulsion

Expellable acts include, but are not limited to, serious misbehavior and/or illegal acts that threaten to impair the educational efficiency of the school and/or that most seriously disrupt the orderly educational process in the classroom and/or school. Expulsion may occur if misbehavior occurs on school property or at any school-sponsored or school-related activity on or off of school property that may cause a serious threat to the safety of the school community. Expulsion means removal of a student from school for more than ten consecutive school days and possible placement in an alternative setting for one (1) to two (2) school years. The terms of expulsion also mean that a student who has received out-of-school suspension, is being considered for expulsion, and/or has been expelled is prohibited from being on school/district grounds, at school-sponsored activities, or present at any function affiliated with the school district for the time span of the suspension/expulsion.

Expulsion Procedures

The following are expulsion procedures: 1) Before expulsion, the student and parent(s)/guardian(s) shall be provided written notice of the time, place, and purpose of a hearing by registered or certified mail requesting the appearance of the parent(s)/guardian(s). If requested, the student shall have a hearing, at the time and place designated in the notice, conducted by the Board or hearing officer appointed by it. If a hearing officer is appointed by the Board, he or she shall report to the Board the evidence presented at the hearing and the Board shall take such final action as it finds appropriate; 2) During the expulsion hearing, the student and his or her parent(s)/guardian(s) may be represented by counsel, present witnesses, and other evidence and cross-examine the witnesses. At the expulsion hearing, the Board or hearing officer shall hear evidence of whether the student is guilty of gross disobedience or misconduct as charged. After presentation of the evidence or receipt of the hearing officer's report, the Board shall decide the issue of guilt and take such action as it finds appropriate.

Readmission to school after an expulsion

In order for a student to be readmitted to the school after completing an expulsion, the student and/or parent/legal guardian must complete the following (consecutively): 1) Meet all standards of passing the Alternative School-CEO/ETC and or the terms of the expulsion specified by the C.U.S.D. No. 10 Board of Education (school and/or the CUSD10 District Office should receive documentation verifying completion of the Alternative School within the allotted time frame of enrollment); 2) The student and/or

parent/legal guardian must call the C.U.S.D. No. 10 Administrative Office to arrange a time to show proof of residency in the school district; 3) High School and Middle School students and/or parent/legal guardian must call the school to meet with his/her counselor/building Principal in order to arrange for class registration for the upcoming semester.

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. The student shall have the responsibility to contact their teacher(s) concerning a plan for completing make-up work within a reasonable time (this usually means one (1) day for each day of out-of-school suspension. Students suspended out of school for five (5) or more days shall have a maximum of five (5) days to submit academic work to their teacher.). Long term assignments such as research projects and papers assigned before a suspension and due during the suspension may be turned in on the day the student returns from suspension without penalty. Long term assignments made during a suspension are due on the assigned due date. The District has the discretion of providing additional support services as deemed appropriate by school officials.

Students may be disciplined for misconduct or gross disobedience, including, but not limited to the following: Academic dishonesty (including cheating, intentionally plagiarizing, wrongfully giving or receiving help during an academic examination, altering report cards and wrongfully obtaining test copies or scores) including cheating, intentionally plagiarizing, using a writing service and/or generative artificial intelligence technology in place of original work unless specifically authorized by staff)**;** Any threatening, harassing, or intimidating behavior; Attendance in restricted areas**;** Bus misconduct; Cafeteria misconduct; (In the absence of a reasonable believe that an emergency exists) Calling emergency responders (calling 911), signaling or setting off alarms or signals indicating the presence of an emergency or indicating the presence of a bomb or explosive device on school grounds, school bus, or at any school activity; Computer (inappropriate use); Conduct that includes public lewdness or indecent exposure, defined to include offenses against chastity, common decency, morals, and the like**;** Disobeying rules of student conduct or directives from staff members or school officials (Examples of disobeying staff directives include refusing a staff member's request to stop or submit to a search); Disrespect (behaviors verbal or in writing that are abusive or derogatory in nature); Dress/grooming (inappropriate displays); Endangerment of the physical or psychological well-being of school personnel or students by conduct or actions (including engaging in any activity, on or off campus, that interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to be a threat or an attempted intimidation of a staff member; or endanger the health or safety of students, staff, or school property); Engaging in Bullying, Hazing or any kind of aggressive behavior that does physical or psychological harm to a staff person or another student or encouraging other student to engage in such behavior. Prohibited conduct specifically includes, without limitation, any use of violence, intimidation, force, noise, coercion, threats, stalking, harassment, sexual harassment, public humiliation, theft or destruction of property, retaliation, hazing, bullying, bullying using a school computer or school computer network, or other comparable conduct); Engaging in the offense of retaliation against a staff member for that person's performance of upholding the rules and regulation of the school; Engaging in any sexual activity, including without limitation, offensive touching, sexual harassment, indecent exposure (including mooning) and sexual assault; Engaging in teen dating violence; Failure to abide by rules and regulation at extracurricular activities or at co-curricular activities such as field trips; Falsifying information; Fighting (with or any assault of another student or staff member – this includes any intentional physical contact such as hitting, slapping, punching, shoving, etc.); Gambling; Gang Activity or Gang-like activity; Horseplay (pushing, shoving, etc.); Inappropriate displays of affection; Insubordination (willful failure to respond and carry out the directions of an administrator or school personnel); Knowingly making a false report against a staff member that is later determined to be unsubstantiated at the conclusion of any investigation initiated as a result of the report**;** Loitering; Making an explicit threat on an Internet website against a school employee, a student, or any school-related personnel if the Internet website through which the threat was made is a site that was accessible within the school at the time the threat was made or was available to third parties who worked or studies within the school grounds at the time the that was made, and the threat could be reasonably interpreted as threatening to the safety and security of the threatened individual because of his or her duties or employment status or status as a student inside the school; Operating an unarmed aircraft system (AUS) or drone for any purpose on school grounds or at any school event unless granted permission by the building principal; Participation in an illegal organization such as a fraternity, sorority, secret society, gang, cult, or other criminal combination prohibited by law; Profanity and Vulgarity (language, objects or gestures that may be found to be offensive to the commonly accepted standards of decency; Repeated violation of classroom or transportation rules; Selling or soliciting for sale any merchandise without proper administrative permission; Setting off the fire alarm and/or tampering with fire extinguishers and/or automated external defibrillators (AEDs); Tardiness/Truancy; The possession and/or use of any object/material which reasonably could be considered to be distracting to the educational setting of the school (including, but not limited to, guitars, guitar cases, flowers, balloons, skateboards, hoverboards, unarmed aircraft systems, drones); The possession of matches or other flammable materials; The possession and use of cellular and wireless telephones, laser pointers, IPODs, and electronic viewing or listening devices (including, but not limited to: pagers, text messaging devices, two-way radios, personal digital assistants [PDAs], audio, video, photographic or similar digital devices capable of storing, sharing, and/or transmitting information on campus or at functions during school hours or at any other time in a manner that disrupts the educational process or violates the rights of others, including using the device to take photographs in the locker rooms or bathrooms, cheat or otherwise violate student conduct rules. Prohibited conduct specifically includes, without limitation, creating, sending, sharing, viewing,

receiving or possessing an indecent visual depiction of oneself or another person through the use of a computer, electronic communication device or cellular telephone, commonly known as "sexting."); The throwing of snowballs; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, of any substance inhaled, injected, smoked, consumed or otherwise ingested or absorbed with the intention of causing a physiological or psychological change in the body, including without limitation, pure caffeine in a tablet or powdered form; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, or being under the influence of alcohol; The use, possession, distribution (including attempt to use, obtain or distribute), sale or purchase of any tobacco or nicotine products (including electronic cigarettes, e-cigarettes, vapes, vape pens or other vaping related products); The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, or being under the influence of any anabolic steroid unless it is being administered in accordance with a physician's or licensed practitioner's prescription; The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, or being under the influence of any illegal drug, controlled substance, or cannabis (including marijuana, medical cannabis and hashish unless the student is authorized to be administered a medical cannabis infused product under Ashley's Law and board policy); The use, possession, distribution (including attempt to use, obtain or distribute), sale, purchase, or being under the influence of any prescription drug when not prescribed for the student by a physician or licensed practitioner, or when used in a manner inconsistent with the prescription or prescribing physician's or licensed practitioner's instructions. The use, possession, distribution (including attempt to use, obtain or distribute), sale, or purchase of medical cannabis, unless authorized under Ashley's Law and board policy, is prohibited; The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale), purchase, or being under the influence of harmful, illegal or across the counter drug; The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale), or purchase of any performance enhancing substance on the Illinois High School Association's most current banned substance list (unless administered in accordance with a prescription); The use, possession, distribution (including attempt to use, obtain or distribute) sale (or offering for sale), or purchase of any inhalant (or paraphernalia for an inhalant), regardless of whether it contains an illegal drug or controlled substance: (a) that a student believes is, or represents to be capable of, causing intoxication, hallucination, excitement, or dulling of the brain or nervous system; or (b) about which the student engaged in behavior that would lead a reasonable person to believe that the student intended the inhalant to cause intoxication, hallucination, excitement, or dulling of the brain or nervous system (The prohibition in this section does not apply to a student's use of asthma or other legally prescribed inhalant medications); The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale) or purchase of drug paraphernalia, including devices that are or can be used to: (a) ingest, inhale, or inject cannabis or controlled substances into the body; and (b) grow, process, store, or conceal cannabis or controlled substances unless authorized under board policy and Ashley's Law; The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale) or purchase of "look-alike" or counterfeit drugs, including a substance that is not prohibited by this policy, but one: (a) that a student believes to be, or represents to be, an illegal drug, controlled substance or other substance that is prohibited by this policy; or (b) about which a student engaged in behavior that would lead a reasonable person to believe that the student expressly or impliedly represented to be an illegal drug, controlled substance or other substance that is prohibited by this policy; The use, possession, distribution (including attempt to use, obtain or distribute), sale (or offering for sale) or purchase of any weapons (including guns and knives and/or look alike weapons) or violating the procedures listed in the Weapons Policy of this handbook; The use, possession, control, or transfer of a firearm, a look alike, knife, brass knuckle or other knuckle weapon regardless of its composition, a billy club, or any other object if used or attempted to be used to cause bodily harm; Theft (including possession, distribution or attempt to obtain or distribute stolen items) and/or damage to property; Trespassing (entering school property or a school facility without proper authorization. NOTE: any student suspended out of school may not enter the school grounds, attend any school sporting events, or school-related activity or building at any time during the suspension); Unprepared for class (ie. not dressing for physical education class); Vandalism; Vehicle Infractions (including driving and parking without a sticker); Verbal confrontation; Violation of the cell phone/electronic device policy, including, not limited to: harassing or bullying students or harassing school personnel, taking still photos or videos of other students or district employees without prior consent (ie. taking still photos or videos of other students engaged in a physical or verbal confrontation), recording an individual's voice or image without consent, transmitting still photos, audio and/or videos of other students or district employees in any manner, including but not limited to uploading them to internet websites, without prior consent, or storing/accessing personal and/or academic data without consent; Violation of the CHS Parking Permit Policy; Violating any criminal law, including but not limited to, assault, battery, arson, theft, gambling, eavesdropping, vandalism and hazing; Violations of rules or procedures established by the classroom teacher; Writing, drawing or distributing any symbols or literature or references to gangs or illegal substances such as drugs, alcohol, and weapons; Any other acts that interfere with the orderly educational process in the classroom or the school.

For purposes of these rules, the term "possession" includes having control, custody, or care, currently or in the past, of an object or substance, including situations in which the item is: (a) on the student's person; (b) contained in another item belonging to, or under the control of the student, such as in the student's clothing, backpack, or automobile; (c) in a school's student locker, desk, or other school property; (d) at any location on school property or at a school-sponsored event; or (e) in the case of drugs and alcohol, substances ingested by the person. Students who are under the influence of any prohibited substance are not permitted to attend school or school functions and are treated as though they have the prohibited substance, as applicable, in their possession.

DISCIPLINE OF STUDENTS WITH DISABILITIES

Behavioral Interventions

Behavioral interventions shall be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. The School Board will establish and maintain a committee to develop, implement, and monitor procedures on the use of behavioral interventions for children 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.

DISCIPLINARY INFRACTIONS & CONSEQUENCES

Building Principals reserve the right to determine appropriate disciplinary actions for offenses which are not contained in the aforementioned list. Similarly, the administration reserves the right, on a case-by-case basis, to deviate from the specified disciplinary actions when such deviations are determined to be necessary for the proper and safe operation of our school. Any infraction, depending upon the surrounding circumstances, may warrant discipline up to and including expulsion.

CORPORAL PUNISHMENT

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

ISOLATED TIME OUT, TIME OUT AND PHYSICAL RESTRAINT

Isolated time out, time out, and physical restraint shall only be used if the student's behavior presents an imminent danger of serious physical harm to the student or others and other less restrictive and intrusive measures were tried and proven ineffective in stopping it, there is no known medical contraindication to its use on the student; and the school staff member or members applying the use of time out, isolated time out, or physical restraint on a student have been trained in its safe application. The school may not use isolated time out, time out, and physical restraint as discipline or punishment, convenience for staff, retaliation, a substitute for appropriate educational or behavioral support, a routine safety matter, or to prevent property damage in the absence of imminent danger of serious physical harm to the student or others. The use of prone restraint, mechanical restraint, and chemical restraint are prohibited.

STUDENT DISTRIBUTION OF NON-SCHOOL SPONSORED PUBLICATIONS

A student or group of students seeking to distribute more than 10 copies of the same material on one or more days to students must comply with the following guidelines: 1) The student(s) must notify the building principal of the intent to distribute, in writing, at least 24 hours before distributing the material. No prior approval of the material is required; 2) The material may be distributed at times and locations selected by the building principal-such as before the beginning or ending of classes at a central location inside the building; 3) The building principal may impose additional requirements whenever necessary to prevent disruption, congestion, or the perception that the material is school-endorsed; 4) Distribution must be done in an orderly and peaceful manner, and may not be coercive; 5) The distribution must be conducted in a manner that does not cause additional work for school personnel. Students who distribute material are responsible for cleaning up any materials left on school grounds; 6) Students must not distribute material that: a) Will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities; b) Violates the rights of others, including but not limited to, material that is libelous, invades the privacy of others, or infringes on a copyright; c) Is socially inappropriate or inappropriate due to the students' maturity level, including but not limited to, material that is obscene, pornographic, or pervasively lewd and vulgar, contains indecent and vulgar language, or sexting as defined by School Board policy and Student Handbook; d) Is reasonably viewed as promoting illegal drug use; or e) Is distributed in kindergarten through eighth grade and is primarily prepared by non-students, unless it is being used for school purposes; or F) Incites students to violate any Board policy; 7) A student may use the School District's Uniform Grievance Procedure to resolve a complaint; 8) Whenever these guidelines require written notification, the appropriate administrator may assist the student in preparing such notification. A student or group of students seeking to distribute 10 or fewer copies of the same publication on one or more days to students must distribute such material at times and places and in a manner that will not cause substantial disruption of the proper and orderly operation and discipline of the school or school activities and in compliance with paragraphs 4, 5, 6, and 7.Students are prohibited from accessing and/or distributing at school any pictures, written material, or electronic material, including material from the Internet or from a blog, that: 1) Will cause substantial disruption of the proper and orderly operation and discipline of the school or school activities; 2) Violates the rights of others, including but not limited to material that is libelous, invades the privacy of others, or infringes on a copyright; 3) Is socially inappropriate or inappropriate due to maturity level of the students, including but not limited to material that is obscene, pornographic, or pervasively lewd and vulgar, or contains indecent and vulgar language; 4) Is primarily intended for the immediate solicitation of funds; or 5) Is primarily prepared by non-students, unless it is being used for school purposes. Nothing herein shall be interpreted to prevent the inclusion of material from outside sources or the citation to such sources as long as the material to be distributed or accessed is primarily prepared by students. The distribution of non-school-sponsored written material must occur at a time and place and in a manner that will not cause disruption, be coercive, or result in the perception that the distribution or the material is endorsed by the school district.

STUDENT PERSONNEL SERVICES

The CUSD10 Student Personnel Services is made available to the students by a variety of professionals and specialists (school counselors, qualified school nurse, school social workers, school psychologist) for the health, education, and welfare of every student attending schools in the Collinsville Unit 10 School District. There are a limited number of services provided on campus, but many more services are made available through the referral process. The District assumes no liability for preventing, identifying, or treating such problems for responding to students with social, emotional, or mental health problems that impact learning ability. Services shall be implemented in a manner consistent with State and federal laws, including the Individuals with Disabilities Education Act, 42 U.S.C. §12101 et seq.

STUDENT PRIVACY PROTECTIONS

The District has adopted and uses several policies and procedures regarding student privacy, parental access to information and administration of certain physical examinations to students. Copies of these policies are available upon request.

SURVEYS

All surveys requesting personal information from students, as well as any other instrument used to collect personal information from students, must advance or relate to the District's educational objectives as identified in School Board policy 6:10, *Educational Philosophy and Objectives*, or assist students' career choices. This applies to all surveys, regardless of whether the student answering the questions can be identified and regardless of who created the survey.

SURVEYS BY THIRD PARTIES

Before a school official or staff member administers or distributes a survey or evaluation created by a third party to a student, the student's parent/guardian may inspect the survey or evaluation, upon their request and within a reasonable time of their request. This applies to every survey: (1) that is created by a person or entity other than a district official, staff member, or student, (2) regardless of whether the student answering the questions can be identified, and (3) regardless of the subject matter of the questions. Parents who object to disclosure of information concerning their child to a third party may do so in writing to the building principal.

SURVEYS REQUESTING PERSONAL INFORMATION

School officials and staff members will not request, nor disclose, the identity of any student who completes any survey or evaluation (created by any person or entity, including the school or district) containing one or more of the following items: 1) Political affiliations or beliefs of the student or the student's parent/guardian; 2) Mental or psychological problems of the student or the student's family; 3) Behavior or attitudes about sex; 4) Illegal, anti-social, self-incriminating, or demeaning behavior; 5) Critical appraisals of other individuals with whom students have close family relationships; 6) Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers; 7) Religious practices, affiliations, or beliefs of the student or the student's parent/guardian; 8) Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

The student's parent(s)/guardian(s) may: 1. Inspect the survey or evaluation upon, and within a reasonable time of, their request, and/or 2. Refuse to allow their child to participate in the activity described above. The school shall not penalize any student whose parent(s)/guardian(s) exercised this option.

INSTRUCTIONAL MATERIAL

A student's parent/guardian may inspect, upon their request, any instructional material used as part of their child's educational curriculum within a reasonable time of their request. The term "instructional material" means instructional content that is provided to a student, regardless of its format, printed or representational materials, audio-visual materials, and materials in electronic digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

PROHIBITION ON SELLING OR MARKETING STUDENTS' PERSONAL INFORMATION

No school official or staff member may market or sell personal information concerning students (or otherwise provide that information to others for that purpose). The term personal information means individually identifiable information including: (1) a student or parent's first and last name, (2) a home or other physical address (including street name and the name of the city or town), (3) a telephone number, (4) a Social Security identification number or (5) driver's license number or State identification card.

Unless otherwise prohibited by law, the above paragraph does not apply: (1) if the student's parent/guardian have consented; or (2) to the collection, disclosure or, use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational products or services for, or to, students or educational institutions, such as the following: 1) College or other postsecondary education recruitment, or military recruitment; 2) Book clubs, magazines, and programs providing access to low-cost literary products; 3) Curriculum and instructional materials used by elementary schools and secondary schools; 4) Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments; 5) The sale by students of products or services to raise funds for school-related or education-related activities; 6) Student recognition programs.

Under no circumstances may a school official or staff member provide a student's personal information to a business organization or financial institution that issues credit or debit cards. A parent/guardian who desires to opt their child out of participation in activities provided herein or who desires a copy or access to a survey or any other material described herein may contact the Building Principal. A complete copy of the District's Student and Family Privacy Rights policy may be obtained from the Superintendent's office or accessed on the District's website.

PHYSICAL EXAMINATIONS
Parents have the right to notification of any physical examinations or screenings, which the district may administer to the student.

STUDENT TEACHER VIDEO AND AUDIO RECORDINGS
Collinsville Community Unit School District No. 10 routinely participates in the education of college level student teachers seeking a degree in the education field. Student teachers are required by their college coursework to create audio and video recordings of their lessons and the reactions of students to their lessons. As a result, students may occasionally appear in video recordings taken by a student teacher authorized by the Building Principal to student teach and to create video or audio recordings of student reactions.

Confidentiality
The video and audio recordings of District students by a student teacher are to be solely in their coursework and in furtherance of their college education. The student teacher will not release the video or audio recording except to his/her college professor. The video/audio recording is destroyed after it is reviewed by the student teacher's professor.

Consent
The School District must have consent from the student's parent and/or guardian prior to a student teacher creating a video or audio recording of District students for their college coursework

STUDENT RECORDS

A school student record is any writing or other recorded information concerning a student and by which a student may be identified individually that is maintained by a school or at its direction or by a school employee, regardless of how or where the information is stored, except for certain records kept in a staff member's sole possession; records maintained by law enforcement officers working in the school; video and other electronic recordings (including electronic recordings made on school buses and body-worn cameras used by law enforcement) that are created in part for law enforcement, security, or safety reasons or purposes, though such electronic recordings may become a student record if the content is used for disciplinary or special education purposes regarding a particular student.

The student's written records are in two categories: permanent and temporary.

"Student Permanent Record" means and shall consist of the following, as limited by Section 2(d) of the Illinois School Student Records Act [105 ILCS 10]: Basic identifying information, including the student's name and address, birth date and place, and gender, and the names and addresses of the student's parents; Evidence required under Section (5)(b)(1) of the Missing Children's Records Act [325 ILCS 50/5(b)(1)]; Academic transcript, including: grades, class rank, graduation date and grade level achieved; scores on college entrance examinations, except that a parent may request, in writing, the removal from the academic transcript of any score received on college entrance examinations (also see Section 375.30(d)); the unique student identifier assigned and used by the Student Information System established pursuant to 23 Ill. Adm. Code 1.75 (Student Information System); as applicable, designation of an Advanced Placement computer science course as a mathematics-based, quantitative course for purposes of meeting State graduation requirements set forth in Section 27-22 of the School Code [105 ILCS 5/27-22]; as applicable, designation of the student's achievement of the State Seal of Biliteracy, awarded in accordance with Section 2-3.157 of the School Code [105 ILCS 5/2-3.157] and 23 Ill. Adm. Code 1.442 (State Seal of Biliteracy); and as applicable, designation of the student's achievement of the State Commendation Toward Biliteracy, awarded in accordance with 23 Ill. Adm. Code 1.442 (State Seal of Biliteracy); Attendance record; Health record; Record of release of permanent record information in accordance with Section 6(c) of the Act [105 ILCS 10/6(c)]; Scores received on all State assessment tests administered at the high school level (i.e., grades 9 through 12) (see 105 ILCS 5/2-3.64a-5); and If not maintained in the temporary record, may also consist of: Honors and awards received; and Information concerning participation in school-sponsored activities or athletics, or offices held in school-sponsored organizations. No other information shall be placed in the student's permanent record.

"Student Temporary Record" means all information not required to be in the student permanent record and shall consist of the following, as limited by Section 2(d) of the Illinois School Student Records Act [105 ILCS 10]: A record of release of temporary record information in accordance with Section 6(c) of the Act [105 ILCS 10/6(c)]; Scores received on the State assessment tests administered in the elementary grade levels (i.e., kindergarten through grade 8) (see 105 ILCS 5/2-3.64a-5); The completed home language survey form (see 23 Ill. Adm. Code 228.15 (Identification of Eligible Students)); *Information regarding serious disciplinary infractions* (i.e., those involving drugs, weapons, or bodily harm to another) *that resulted in expulsion, suspension or the imposition of punishment or sanction*; *Information provided under Section 8.6 of the Abused and Neglected Child Reporting Act* [325 ILCS 5/8.6], as required by Section 2(f) of the Any biometric information that is collected in accordance with Section 10-20.40 or 34-18.34 of the School Code [105 ILCS 5/10-20.40 or 34-18.34]; Health-related information; Accident Reports; and May also consist of: Family background information; Intelligence test scores, group and individual; Aptitude test scores; Reports of psychological evaluations, including information on intelligence, personality and academic information obtained through test administration, observation or interviews; Elementary and secondary achievement level test results; Participation in extracurricular activities, including any offices held in school-sponsored clubs or organizations; Honors and awards received; Teacher anecdotal records; Other disciplinary information; Special education records; Records associated with plans developed under section 504 of the Rehabilitation Act of 1973 (29 USC 701 et seq.); and Any verified reports or information from non-educational persons, agencies or organizations of clear relevance to the education of the student.

Student's written records are kept on file in the school office/counseling office and are available to students, parents and/or legal guardians for inspection. Students and/or parent(s)/legal guardians may inspect the written records with a designated employee of

the school during regular hours of the school day. A parent, student, and/or legal guardian may contact the administrator to gain access to the records. Access will be granted within a reasonable amount of time but not more than ten (10) business days after receiving the request. "Parent" means a person who is the natural parent of the student or other person who has the primary responsibility for the care and upbringing of the student. All rights and privileges accorded to a parent under this Act shall become exclusively those of the student upon his 18th birthday, graduation from secondary school, marriage or entry into military service, whichever occurs first. The student may also exercise such rights and privileges at any time with respect to the student's permanent school record.

If information contained in the records is disputed by the parent, student, and/or legal guardian, a request to meet with the Principal or Superintendent must be made within a reasonable time after the review of the record to provide for the correction, deletion, or further explanation of such information.

In the absence of any court order to the contrary, to require, that upon the request of either parent of a pupil whose parents are divorced, copies of the following reports or records which reflect the pupil's academic progress, reports of the pupil's emotional and physical health, notices of school initiated parent-teacher conferences, notices of major school sponsored events, such as open house, which involve pupil-parent interaction and furnished by the school district to one parent be furnished by mail to the other parent.

The school will review student's records periodically to make certain they are accurate. Permanent records will be maintained for not less than sixty (60) years after a student has graduated or otherwise permanently withdrawn from school. Temporary records will be maintained for five years following graduation, school transfer and/or withdrawal and will be destroyed on July 1. A parent, student, and/or guardian have the right to inspect and copy such records before destruction. A charge of the actual cost for providing a copy of the school record will be paid by the requesting party, but may not exceed 35 cents per page.

Upon graduation or permanent withdrawal of a handicapped student, the psychological evaluation, special education files and other information contained in the student temporary record may be of continued assistance to the student may, after five (5) years be transferred to the custody of the parent or to the student if the student has succeeded to the rights of the parents. The school shall explain to the student and the parent the future usefulness of these records.

If a certified copy of an order of protection has been filed with a school district, then the district shall notify its school employees that the student records or information in those records of a protected child identified in the order shall not be released to the person against whom the order was issued.

RELEASE OF INFORMATION

The school shall transfer the student record to another school in which the student has enrolled or intends to enroll upon a signed parental release form. The parent will receive prior written notice of the nature and substance of the information to be transferred and an opportunity to inspect, copy, and challenge such information. If the address of the parents is unknown, notice may be served upon the records' custodian of the requesting school for transmission to the parents. Such service shall be deemed conclusive, and ten (10) calendar days after such service, if the parents make no objection, the records may be transferred to the requesting school. No individual or agency can force an individual to release his/her records. A release of students' written records will not be made to persons or agencies unless written consent is given by parents, students, or a court order is issued. However, a release of records without parental consent could be made due to an emergency release of personally identifiable information from education records to provide for release of information for medical health or safety. In certain instances where consent is not required, written notification of such information will be given to the parents. Directory information is limited to: a student's name, grade level; photographs, media interviews, videos and digital images used for informational or news-related purposes of a student participating in school or school-sponsored activities, organizations and athletics that appear in school publications such as yearbooks, newspapers or sporting or fine arts programs; academic awards, degrees and honors; information in relation to school-sponsored activities, organizations, and athletics; major field of study; and period of attendance at the school. Any parent/guardian or eligible student (student 18 or older) may prohibit the release of directory information by delivering a written request to the building principal. The contact must be made by September 15 of each school year or the information will be released at the appropriate time.

RULES REGULATING THE INSPECTION OF STUDENT'S WRITTEN RECORDS

The Family Educational Rights and Privacy Act (FERPA) and the Illinois Student Records Act afford parents/guardians ~~and~~ students over 18 years of age ("eligible students") and when applicable, the Ill. Dept. of Children and Family Services' Office of Education and Transition Services, certain rights with respect to the student's school records. They are: **1. The right to inspect and copy the student's education records within 10 business days of the day the District receives a request for access.** The degree of access a student has to his or her records depends on the student's age. Students less than 18 years of age have the right to inspect and copy only their permanent record. Students 18 years of age or older have access and copy rights to both permanent and temporary records. A parent/guardian or student should submit to the building principal a written request that identifies the record(s) he or she wishes to inspect. Within 10 business days, the building principal will make arrangements for access and notify the parent/guardian or student of the time and place where the records may be inspected. In certain circumstances, the District may request an additional 5 business days in which to grant access. The District charges $.35 per page for copying but no one will be denied their right to copies of their records for inability to pay this cost. These rights are denied to any person against whom an order of protection has been entered concerning the student; **2**. **The right to have one or more scores received on college entrance examinations included on the student's academic transcript.** Parents/guardians or eligible students may have one or more scores on college entrance examinations included on the student's academic transcript. The District will include scores on college entrance

examinations upon the written request of the parent/guardian or eligible student stating the name of each college entrance examination that is the subject of the request and the dates of the scores that are to be included; **3. The right to request the amendment of the student's education records that the parent/ guardian or eligible student believes are inaccurate, irrelevant, or improper.** A parent/guardian or eligible student may ask the District to amend a record that is believed to be inaccurate, irrelevant, or improper. Requests should be sent to the building principal and should clearly identify the record the parent/guardian or eligible student wants changed and the specific reason a change is being sought. If the District decides not to amend the record, the District will notify the parent/guardian or eligible student of the decision and advise him or her of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent/guardian or eligible student when notified of the right to a hearing. **4. The right to permit disclosure of personally identifiable information contained in the student's education records, except to the extent that the FERPA or Illinois School Student Records Act authorizes disclosure without consent.** Disclosure without consent is permitted to school officials with legitimate educational or administrative interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board. A school official may also include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of personally identifiable information from education records (such as an attorney, auditor, medical consultant, therapist, or educational technology vendor); or any parent/guardian or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility or contractual obligation with the district. Upon request, the District discloses education records without consent to officials of another school district in which a student has enrolled or intends to enroll, as well as to any person as specifically required by State or federal law. Before information is released to these individuals, the parents/guardians or eligible student will receive prior written notice of the nature and substance of the information, and an opportunity to inspect, copy, and challenge such records. Academic grades and references to expulsions or out-of-school suspensions cannot be challenged at the time a student's records are being forwarded to another school to which the student is transferring. Disclosure is also permitted without consent to: any person for research, statistical reporting or planning, provided that no student or parent/guardian can be identified; to another school district that overlaps attendance boundaries with the District, if the District has entered into an intergovernmental agreement that allows for sharing of student records and information with the other district,[2] any person named in a court order; appropriate persons if the knowledge of such information is necessary to protect the health or safety of the student or other persons; and juvenile authorities when necessary for the discharge of their official duties who request information before adjudication of the student. **5. The right to a copy of any school student record proposed to be destroyed or deleted.** The permanent record is maintained for at least 60 years after the student transfers, graduates, or permanently withdraws. The temporary record is maintained for at least 5 years after the student transfers, graduates, or permanently withdraws. Temporary records that may be of assistance to a student with a disability who graduates or permanently withdraws, may, after 5 years, be transferred to the parent/guardian or to the student, if the student has succeeded to the rights of the parent/guardian. Student temporary records are reviewed every 4 years or upon a student's change in attendance centers, whichever occurs first. **6. The right to prohibit the release of directory information.** Throughout the school year, the District may release directory information regarding students, limited to: a student's name, grade level; photographs, media interviews, videos and digital images used for informational or news-related purposes of a student participating in school or school-sponsored activities, organizations and athletics that appear in school publications such as yearbooks, newspapers or sporting or fine arts programs; academic awards, degrees and honors; information in relation to school-sponsored activities, organizations, and athletics; major field of study; and period of attendance at the school. Any parent/guardian or eligible student (student 18 or older) may prohibit the release of directory information by delivering a written request to the building principal. The contact must be made by September 15 of each school year or the information will be released at the appropriate time.

Any parent/guardian or eligible student may prohibit the release of any or all of the above information by delivering a written objection to the building principal by September 15 of each school year.

7. The right to request that military recruiters or institutions of higher learning not be granted access to your student's information without your prior written consent. Federal law requires a secondary school to grant military recruiters and institutions of higher learning, upon their request, access to secondary school students' names, addresses, and telephone numbers, unless the student's parent/guardian, or student who is 18 years of age or older, submits a written request that the information not be released without the prior written consent of the parent/guardian or eligible student. If you wish to exercise this option, notify the building principal. **8. The right contained in this statement: No person may condition the granting or withholding of any right, privilege or benefits or make as a condition of employment, credit, or insurance the securing by any individual of any information from a student's temporary record which such individual may obtain through the exercise of any right secured under State law. 9. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA.** The name and address of the Office that administers FERPA is: U.S. Department of Education, Student Privacy Policy Office, 400 Maryland Avenue, SW, Washington DC 20202-8520

STUDENT BIOMETRIC INFORMATION

Before collecting biometric information from students, the school must seek the permission of the student's parent/guardian or the student, if over the age of 18. Biometric information means information that is collected from students based on their unique characters, such as a fingerprint, voice recognition or retinal scan.

STUDENT RIGHTS AND RESPONSIBILITIES

The School Board, in support of the aims of public education, believes that the behavior of students attending public schools shall reflect standards of good citizenship demanded of members of a democratic society. Self-discipline (responsibility for one's actions) is one of the important ultimate goals of education. The School Board also believes that, while education is a right of American youth, it is not an absolute right; it is qualified first by eligibility requirements. Our courts speak of education as a limited right or a privilege. That is, students who fail to perform those duties required of them for attendance in a public school may be excluded from the school.

STUDENT RESPONSIBILITIES

Students, as citizens of the United States, are guaranteed certain individual rights and have individual responsibilities that correspond. Parents, teachers, and administrators have a duty to protect the rights of students while maintaining an educational atmosphere conducive to the teaching and learning process. The concept of balancing the rights of the individual with the rights of society is as valid in the educational community as in the larger community. There are certain special responsibilities required of a citizen who is a student in school: 1) To become informed of and adhere to reasonable rules and regulations established by local boards of education and implemented by school administrators and teachers; 2) To respect the rights and individuality of other students and school administrators and teachers; 3) To refrain from libel, slanderous remarks, and obscenity in verbal and written material; 4) To dress and groom in a manner that meets reasonable standards of health, cleanliness and safety; 5) To be punctual and present in the regular or assigned school program to the best of one's ability; 6) To refrain from gross disobedience or misconduct or behavior that materially and substantially disrupts the educational process; 7) To maintain the best possible level of academic achievement; 8) To respect the reasonable exercise of authority by school administrators and teachers in maintaining discipline in the school and at school sponsored activities.

STUDENT RIGHTS

All students are entitled to enjoy the rights protected by the Federal and State Constitutions and laws for persons of their age and maturity in a school setting. Students should exercise these rights reasonably and avoid violating the rights of others. Students who violate the rights of others or violate District policies or rules will be subject to disciplinary measures.

STUDENT SUCCESS STRATEGIES

Students are reminded that the following strategies should be carried out on a daily basis in order to succeed academically in class: 1) Respect teaching and learning; 2) Prepare for each class; 3) Approach each class with enthusiasm for the learning process and academic inquiry; 4) Be willing to be active learners in the classroom; 5) Value diversity in the class and refrain from using language that may be insulting or insensitive; 6) Commit the necessary time and effort in each course; 7) Complete all assignments in a timely and neat fashion; 8) Communicate with teachers in a respectful tone to prevent an issue from becoming an insurmountable problem; 9) Respect the learning environment by minimizing distractions such as arriving late or reading other materials in class.

STUDENT RIGHTS PROCEDURES

GRIEVANCE

A grievance is a difference of opinion raised by a student or a student's parent or parents involving: 1) The meaning, interpretation or application of established policies; 2) Difference of treatment; or 3) Application of the legal requirements of civil rights legislation. This procedure is not intended to limit the option of the district and a grievant(s) to resolve any grievance mutually and informally. Hearings and conferences under this procedure shall be conducted at a time and place, which will afford a fair and equitable opportunity for all persons involved.

DUE PROCESS FOR STUDENT GRIEVANCE PROCEDURES

The Grievance Procedures, along with explanation, due process and directions, are available for inspection in the Superintendent's office, building Principal's office, Counselor's office, and Coordinator's offices for Title IX, Section 504 and Title VI. It is the policy of this district that all grievances be resolved quickly and at the lowest step possible.

1. Right to Representation: The aggrieving may choose to be represented by an attorney or other person of their choosing.

2. Right to Present Witnesses and Evidence: The grievant(s) shall be allowed to present relevant evidence and pertinent witnesses. Both parties shall have the opportunity for hearing and questioning witnesses.

3. Time Limits: All participants shall adhere to the time limits prescribed for each level. Failure by the administration at any step in the procedure to communicate the decision on the grievance within the specified time limit shall permit the grievant(s) to proceed to the next step. Failure on the part of the grievant to appeal the decision to the next step within the specified time limits shall be an acceptance of the decision rendered at that step.

4. Right to Information: Unless state laws and right-to-privacy acts are violated, all relevant information must be made available to all parties.

5. Right to Privacy: During the grievance procedure, prior to Step III, the grievant(s) shall have the right to designate whether the procedure and meetings will be confidential.

6. Reprisals - Retaliation: Participants in a grievance submitted to this district shall not be subjected to reprisals, retaliation or different treatment because of such participation. Participation shall not be recorded in the student(s)' file(s) or used to affect equal opportunity for access and equity in educational programs and services.

Time limits refer to days when school is in session unless other agreed to limits by both parties.

STEP I. The student(s) and/or parent(s) should discuss the matter with the building principal within ten (10) days of the time when a reasonable alert person should have been made aware of the event giving rise to a grievance. An oral response must be made within five (5) days.

STEP II. If the problem is not resolved, the grievance should be submitted in writing to the building principal and the Coordinator responsible for the civil rights legislation within ten (10) days. A meeting must be held within five (5) days from the written notification of referral with the grievant(s), building principal, coordinator and any other involved person(s). A written response must be made within ten (10) days.

STEP III. If the grievance is still not resolved, it should be submitted in writing within ten (10) days to the Superintendent. The grievance should be described as specifically and completely as possible. All documentation submitted in previous steps should be submitted to the Superintendent. A meeting must be held between the grievant(s), Superintendent and district representatives within ten (10) days. A complete record of this meeting shall be kept and signed by both parties for possible future reference. A written response from the Superintendent shall be given within ten (10) days.

STEP IV. If the issue is not satisfactorily resolved in STEP II, the grievant(s) may appeal in writing to the School Board within five (5) days from the receipt of the written response. The School Board shall consider the appeal and may request a formal hearing of all evidence, written and oral, within sixty (60) days of the written appeal. A written response shall be given to the grievant(s) within ten (10) days of the School Board's examination of the appeal.

STEP V. None of these grievance procedures preclude the grievant(s)' use of alternative procedures for resolving the grievance.

STUDENT SAFETY SECURITY PLAN

TARGETED SCHOOL VIOLENCE PREVENTION PROGRAM

Threats and acts of targeted school violence harm the District's environment and school community, diminishing students' ability to learn and a school's ability to educate. Providing students and staff with access to a safe and secure environment is an important goal of the School and District. While it is not possible to completely eliminate threats, the School and District maintain a Targeted School Violence Prevention Program and a Threat Assessment Team to reduce these risks to its environment.

Parents/guardians and students are encouraged to report any expressed threats or behaviors that may represent a threat to the community, School, or self. Reports can be made to any school administrator, law enforcement authorities, or the Safe2Help Illinois helpline (www.safe2helpil.com/).

Students and parents are urged to participate in behavioral threat assessment and intervention programs if the Behavioral Threat Assessment Team believes that intervention is necessary to prevent a student from harming themselves or others. However, if for some reason there is a reluctance to participate in the process by the threat maker(s) or parent/guardian(s), the threat assessment process will continue in order to ensure a safe and caring learning environment for all.

For further information, please contact the Building Principal.

THREAT OF VIOLENCE

Purpose

Collinsville Community Unit School District No. 10 is committed to providing and maintaining a healthy and safe environment for its students and staff. The purpose of the CUSD10 Safety Plan is to help ensure the care, welfare, safety, and security of students and staff members. This plan is a guide and is only used when a student has made a threat. The plan is intended to classify the level of a threat and give guidance for responding to the threat.

Threat Defined

A threat is an expression of intent to do harm or act violently against someone or something. The threat can be spoken, written, or gestured. Threats may be direct or indirect, and need not be communicated to the intended victim(s).

Threat Assessment Team

Psychologist/Social Worker/and or Counselor – interviews the student, conducts the risk assessment, and helps to evaluate the threat; **Assistant Principal** – interviews the student, evaluates the threat, assigns appropriate discipline, and notifies the parent; **School Resource Officer** – interviews the student, helps to evaluate the threat, determines if further legal action is needed, and receives all information pertaining to the incident.

Procedure

1) The School Administrator is informed of the threat; 2) The local law enforcement agency is notified; 3) The threat assessment team conducts an investigation/interview; 4) The school social worker or counselor conducts a threat assessment; 5) The threat assessment team determines the risk level of the threat; 6) Discipline is assigned by the Administrator; 7) The student is monitored; 8) A referral may be made to social worker/school counselor for anger management, coping skills, or conflict resolution; 9) The parents of all students involved are contacted; 10) Resources may be provided to student and parents; 11) Student released to parent/parent designee; 12) The parents, student, and threat assessment team may develop an Emergency Plan. Due to the safety of all involved, failure to follow through with the agreed upon follow up plan may result in the school contacting the Department of Children and Family Services Child Abuse Hotline; 13) There is communication with teachers/school counselors to make aware of conflict; 14) A request is sent to school counselor to separate students in class (if appropriate).

In a situation in which a student expresses suicidal thoughts and/or expressing thoughts of threats to others, the District may require that the student obtain a letter from a medical or mental health provider indicating that the student can function in the school setting and is no longer a threat to themselves or others. If it is determined that the student requires an evaluation from a mental health professional, a written statement from that professional stating the student is safe to return to the educational environment and is no longer a threat to themselves or others must be provided to the school administration within ten (10) school days for the student to be allowed to return to school. If the statement is not received within ten (10) school days, the school will contact the parent/guardian to discuss other options. The school will ensure that any student absent from school for up to ten school days while receiving an evaluation from a mental health professional has a full opportunity to make up any missed work and/or missed credit during the time they are out of the classroom.

Discipline

When considering the appropriate discipline for a student who has made a threat of violence, the student's prior disciplinary records, as well as the nature of the threat are taken into account. All discipline is administered on a case-by-case basis.

IMPORTANT: If a student is in need of emergency assistance to address the care, welfare, safety and security of self or classmate when school is not in session, please contact the proper authorities listed below:

Police, Fire, & Emergency Services: 911
Suicide Prevention Lifeline: 800-273-8255
Child Abuse Hotline: 800/25-ABUSE
Safe2Help Illinois helpline (www.safe2helpil.com

STUDENT TEACHER VIDEO AND AUDIO RECORDINGS

Collinsville Community Unit School District No. 10 routinely participates in the education of college level student teachers seeking a degree in the education field. Student teachers are required by their college coursework to create audio and video recordings of their lessons and the reactions of students to their lessons. As a result, students may occasionally appear in video recordings taken by a student teacher authorized by the Building Principal to student teach and to create video or audio recordings of student reactions.

Confidentiality

The video and audio recordings of District students by a student teacher are to be solely in their coursework and in furtherance of their college education. The student teacher will not release the video or audio recording except to his/her college professor. The video/audio recording is destroyed after it is reviewed by the student teacher's professor.

Consent

Parents should inform the Building Principal of the school that the child attends in writing if they do not wish their child to be video or audio recorded by the Student Teacher.

STUDENTS WITH DISABILITIES

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. If you believe your child may have a disability, and this disability is adversely affecting your child's educational performance, please contact your building principal to receive your full procedural rights. Requests for evaluations must be in writing, and state the reason for the referral.

Pursuant to Illinois Public Act 095-0017, 100-1112 (effective August 28, 2018), the Collinsville Board of Education is providing notice that students with disabilities who do not qualify for an IEP may qualify for services under Section 504 of the federal Rehabilitation Act if the child: (1) has a physical or mental impairment that substantially limits one or more major life activities, (2) has a record of a physical or mental impairment, or (3) is regarded as having a physical or mental impairment.

Individuals with disabilities will be provided an opportunity to participate in all school-sponsored services, programs, or activities. Individuals with disabilities should notify the superintendent or building principal if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting.

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. Much of this information, including a copy of the school district's policy, is posted on the school district website. Information can also be obtained from the school office. In a situation in which a student expresses suicidal thoughts, the District may require that the student obtain a letter from a medical or mental health provider indicating that the student can function in the school setting and is no longer a threat to themselves or others. If it is determined that the student requires an evaluation from a mental health professional, a written statement from that professional stating the student is safe to return to the educational environment and is no longer a threat to themselves or others must be provided to the school administration within ten (10) school days for the student to be allowed to return to school. If the statement is not received within ten (10) school days, the school will contact the parent/guardian to discuss other options. The school will ensure that any student absent from school for up to ten school days while receiving an evaluation from a mental health professional has a full opportunity to make up any missed work and/or missed credit during the time they are out of the classroom.

National Suicide Prevention Lifeline: Text 988 or Call 800-273-8255
Crisis Text Line: Text "HOME" to 741741
Safe2Help Illinois Helpline: Text SAFE2 (72332) or Call 844-4-SAFEIL or Email HELP@Safe2HelpIL.com

TELEPHONE CALLS & REQUEST

Parents may reach students by calling the school office. A student will be called out of class only in cases of emergency. School phones are to be used on an emergency basis only.

TEXTBOOKS AND TECHNOLOGY DEVICES ISSUED TO STUDENTS

The textbooks used in each school are the property of the Collinsville School District. The textbooks and technology devices issued to a student become his/her responsibility until returned to the teacher/school. Collinsville Community Unit School District Ten (10) is a participant in the State Free Textbook Loan Program. When parents or students have requested participation in writing, no rental fees are assessed on the books supplied through the Free Textbook Loan Program. If a textbook or technology device issued to a student is lost or damaged (regardless of the reason), the student has the financial responsibility to pay the appraised price for a replacement of the lost textbook or for the repair of the damaged textbook.

TOBACCO/SMOKING

Using tobacco products in any form is hazardous to the health of students and may present a safety hazard in the school. The possession, use, distribution of (or any attempt to use, obtain or distribute), sale or purchase of any tobacco products (or look-alike tobacco products such as electronic cigarettes, vapes, vape pens or other vaping related products-(vaping with and without nicotine) is prohibited in school buses, in school buildings and on school property. This policy extends to all school sponsored and related activities as well as field, athletic and music trips, whether held before or after school, evenings, or weekends.
All discipline imposed will be determined on a case-by-case basis and referred to the School Resource Officer.
The Illinois General Assembly finds that tobacco smoke is a harmful and dangerous carcinogen to human beings and a hazard to public health. Pursuant to Illinois Public Act 095-0017, no person may smoke in a public place or in any place of employment. To 'smoke' means the carrying, smoking, burning, inhaling, or exhaling of any kind of lighted pipe, cigar, cigarette, hookah, weed, herbs, or any other lighted smoking equipment. CUSD10 school administrators will work cooperatively with local law enforcement to enforce provisions of the Smoke Free Illinois Act and fines may be assessed pursuant to this Act.

TRANSCRIPTS (COLLINSVILLE HIGH SCHOOL)

Transcript Requests: If you are a current Collinsville High School student, please submit transcript requests by visiting: https://sites.google.com/cusd.kahoks.org/chs-counseling-dept/transcript-requests. This link is only accessible to students while using their CHS Google Account (if you are logged in under a different account you will not be able to complete this document). If you require a fee waiver, you MUST also schedule an appointment to meet with your counselor by visiting https://sites.google.com/cusd.kahoks.org/chs-counseling-dept/appointments.

Adding Test Scores to Transcripts

State required SAT test scores are automatically included on transcripts. Other test scores from National SAT and ACT test dates may not automatically be included. Students should review their transcript to determine if all needed test scores are included prior to sending transcripts to colleges and scholarship programs. If you determine that a score is not on your transcript, please contact the school's registrar at 618-346-6320x1129.

TRANSFER OF GRADES (COLLINSVILLE HIGH SCHOOL)

A student seeking admission to Collinsville High School must meet all residency, age, health examination, immunization and other eligibility prerequisites as mandated by state law. A student must also present a completed good standing form from the school from which the student is transferring. Courses from schools accredited by a state accrediting agency or one of the seven nationally recognized regional accrediting associations will be accepted and granted the same credit as given by Collinsville High School for corresponding courses (Note: as CHS is a public school, no credit will be granted for religion courses.) Credit from non-accredited high schools may be accepted and granted for courses comparable to those offered at CHS only after the student has demonstrated proficiency in those subjects. The Building Principal or designee shall make the class or grade level assignment, with input from a counselor when needed, and may accept or reject the transferring school's recommendation. An assigned administrator may administer proficiency exams. An official written course description will be required for any course that is not offered at CHS. Credit for such courses may be granted only after a review of the course description and related material. To receive a diploma from CHS, graduating seniors transferring to CHS must be enrolled as full-time student for their final semester and earn a total of three (3) credits (exceptions will be at the discretion of the principal). Students who transfer to CHS during a semester will have their grades from their former school averaged (as is possible) with their classes at CHS. The administration reserves the right to make recommendations in the event a particular student's circumstances require special consideration. Parent(s)/guardian(s) of a student transferring from Collinsville High School should give the Building Principal written notification of their transfer intent, pay outstanding fees or fines, sign a release form and return all school-owned property.

TRAVEL TO SCHOOL SPONSORED EVENTS

The regulations for student travel have been adopted by the Board of Education and apply to all students who desire to participate in athletics and all school sponsored activities. All student participants will ride in school approved transportation (usually buses, vans, or pre-approved automobiles) to and from scheduled away events. Student participants may receive prior approval from the building principal or his/her designee that allow for parent/guardian-provided transportation to or from a scheduled event. This request must be made in writing and must be approved at least twenty-four (24) hours before the transportation is provided. Student athletes may receive approval from the athletic coach or student activity sponsor to allow for parent/guardian provided transportation away from an athletic contest with an approved written request from the parent/guardian. Any student athlete found to be in violation of this policy shall be subject to discipline in accordance with the district's athletic discipline policies, rules and regulations as provided herein.

TREATS AND SNACKS (DORRIS INTERMEDIATE & ELEMENTARY SCHOOLS)

Due to health concerns and scheduling, treats and snacks for any occasion must be arranged in advance with the classroom teacher. All treats and snacks must be store bought and prepackaged in individual servings. No homemade treats or snacks are allowed at school. Treats and snacks may not require refrigeration and must have a clearly printed list of ingredients on the packaging. We strongly encourage you to select a treat or snack with nutritional value.

VALUABLES

The teachers and staff cannot be responsible for valuable items brought to school by students. Students should be encouraged to leave all valuable personal items at home. Students are not allowed to trade, buy or sell personal belongings at school.

VANDALISM

Intentional damage to the school building, its equipment, or its property is intolerable. Those in violation can expect penalties fitting such destructive behavior. Vandalism of vehicles on school grounds is a criminal offense with criminal consequences. Any act of vandalism will be subject to restitution for damages, disciplinary action and possible legal action.

VIDEO & AUDIO MONITORING SYSTEMS

A video and/or audio monitoring system may be in use on school buses and a video monitoring system may be in use in public areas of the school building (including body-worn cameras used by law enforcement). 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. Any student caught defacing, damaging or destroying video surveillance cameras will have to make restitution, and may be suspended, expelled, and/or recommended to an Alternative School and/or may be charged with criminal damage to school property. Videotape recording maintained by Collinsville CUSD10 on school buses and public areas of the school building meets the two-part definition of an educational record as defined by the *Family Educational Rights and Privacy Act* (20 U.S.C. § 1232g; 34 CFR Part 99) and the *Illinois School Student Records Act*, 105 ILCS 10/2(d). First, the videotape contains information directly related to students as it indicates the identity, conduct and activities of those students being recorded. Second, the videotape is maintained by an educational institution, *i.e.*, Collinsville CUSD No. 10. The videotape, therefore, to the extent it contains personally identifiable information of the students being recorded and school officials use and maintain the

content for a particular reason (e.g., disciplinary action, compliance with a student's Individualized Education Program, etc.), constitutes an educational record. As such, the record is exempt from disclosure.

VISITORS

The following definitions apply to this policy: **School property** - District and school buildings, grounds, and parking areas; vehicles used for school purposes; and any location used for a School Board meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities. **Visitor** - Any person other than an enrolled student or District employee

VISITORS - BADGE SYSTEM/SIGN IN – SIGN OUT

Visitors are welcome to schools in our school District. To ensure the safety of our students, staff and faculty, all visitors must report to the attendance office of the school building. This prevents any misunderstandings, gives the office an opportunity to assist visitors and to inform the office who is in the building. 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 must sign in, identify the date and time of arrival, inform office personnel of their reason for being at school and the classroom or location they are visiting, and present an appropriate state or government issued photo identification to be scanned by the Raptor Visitor Registration System. RAPTOR will provide a consistent system to track visitors and volunteers while protecting our children from people who present a danger to students and staff members. All school RAPTOR administrators have received training on visitor check-in procedures to ensure that all persons who are not assigned to the campus have a visitor's photo badge visible. This training is conducted by the District Security Manager and Officer for Collinsville Community Unit School District. When the visitor arrives at the attendance office, he/she will be greeted and asked for photo identification. The designated staff member will scan the visitor's identification and issue a photo badge with the visitor's destination if there is no alert indicated on the database. Accepted forms of photo identification will include: driver's license, consular identification card, green card, U.S. passport card (not full passport), and military identification card. The staff member will keep the individual's identification in plain view, to reduce concerns that anyone might be copying personal information. This photo ID is scanned into the RAPTOR system and the personal information from the ID is cross-referenced against names of Registered Sexual Offenders (RSO) in a database maintained by RAPTOR Technologies, Inc. Within moments, the RAPTOR administrator will know if the visitor is an RSO. If this is the case, then guidelines are in place to positively engage the visitor and consider the validity of the request to visit the school. If this is not the case, then the system will print a visitor's pass, which includes the person's name, photo, date of visit, and destination within the building. RAPTOR is only scanning the identifying information from the document, such as the visitor's name, date of birth, address and photo for comparison with a national database of registered sex offenders. Additional visitor data will not be gathered and no data will be shared with any outside company or organization. If the visitor does not have acceptable photo identification available, the campus administrator on duty (or designee) will be called to assess the situation. If he/she determines the visitor is known, the visitor's information can be manually entered by the campus RAPTOR administrator. Approved visitors without acceptable photo identification may be allowed access to areas of school business requested through escort by the campus administrator (or designee). The visitor will return to the attendance office to checkout when departing the campus. The visitor will be instructed to give the badge back to designated office personnel to check them out of the system. Once the visitor has been signed out of the system, the badge will be torn thoroughly so it cannot be reused. Visitors are required to proceed immediately to their location in a quiet manner. If parents/guardians wish to visit a classroom or talk to a teacher, arrangements should be made beforehand to assure that there is no disruption to the educational services to students. The School District expects mutual respect, civility, and orderly conduct among all people on school property or at a school event. Any person who engages in conduct prohibited by this policy may be ejected from school property. Visitors are expected to abide by all school rules during their time on school property. A visitor 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 unless authorized under board policy and Ashley's Law. 9. Be present when the person's alcoholic beverage, cannabis, other lawful product, or illegal drug consumption is detectible, regardless of when and/or where the use occurred. 10. Use or possess medical cannabis, unless he or she has complied with 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. Any person who engages in conduct prohibited by this policy may be ejected from or denied admission to school property in accordance with State law, including but not limited to being denied admission to school athletic or extracurricular events or property for up to one calendar year in accordance with Illinois School Code. In order to limit interruption to the educational process of our students, student visitors from other schools will not be permitted. Any staff member may request identification

from any person on school property; refusal to provide such information is a criminal act. The Building Principal or designee shall seek the immediate removal of any person who refuses to provide requested identification.
Students who need to be picked up from school by a parent during school hours are to wait in the attendance office. The parent/guardian should come into the office to sign out their child on a list used by the school. If the student will return to school that day, he/she will be required to sign in.

VOLUNTEERS

All school volunteers must complete the "Volunteer Information Form" and be approved by the school principal prior to assisting at the school. Forms are available in the school office. Volunteers are required to check in and out of the office and receive a visitor badge before going to their destination.

WEAPONS DETECTION SYSTEM - STUDENT/VISITOR ENTRY

The Collinsville Community Unit School District is committed to maintain safe, orderly schools; to promote health and safety within the school setting; and to provide a school environment conducive to education. All District operations, including the education program, shall be conducted in a manner that will promote the safety and security of everyone on District property or at a District event (Board Policy 4:170 Safety).

Collinsville Community Unit School District has the authority to create reasonable rules and regulations to maintain a safe climate. Therefore, the Board of Education has authorized the use of OPENGATE, a Weapons Detection System designed for the automatic screening of people for the purpose of reducing and discouraging the presence of weapons in our schools and our event venues. For this reason walk-through weapons detection systems searches may be conducted on a daily basis at each school in the District. Students and adults entering the Unit 10 schools will be subject to a weapons detection system search procedure to ensure that weapons, controlled substances, and other prohibited articles are not brought into the schools and school event venues within the District. Weapons detection system searches may be conducted at the District's discretion during after-school events.

Students/visitors to the schools will be directed to walk through the weapons detection system upon entering each school. Please note that as screenings have been put in place for the safety of students, staff and visitors, individuals who refuse to adhere to the Weapons Detection entry policy will not be permitted to enter the school or event venue. Students/visitors are responsible for producing any electronic device during metal detector screening and bag checks.

Student/student/student/visitors who pass through the weapons detection system without setting the alarm may proceed to their designated location.

Should the weapons detection system alarm sound:

1. Students/visitors will be directed to move to the secondary screening area.
2. Students/visitors will be asked if they have any metal objects in their possession that may have set off the alarm.

A. If the student/visitor identifies an object which has alerted the detection system, the student/visitor will place the item on the table and walk back through the gate. If the alarm does not sound, and the item is deemed safe, the detected item will be returned and the student/visitor may enter the building.

B. If the student/visitor is unable to identify an object which as alerted the detection system, or if the alarm continues after the person has identified a questionable item, then the student/visitor will place all personal belongings on the table and walk through the unit again.

1. If the alarm does not sound, then the personal items on the table will be searched by the screener in accordance with the Search and Seizure policy as outlined in the CUSD10 Student and Parent Handbook and Board Policy..

a. If the search does not find any inappropriate objects, then the student/visitor may enter the school.

b. If the alarm continues to activate, then the hand held wand will be used to screen the student/visitor. Please note that individuals who refuse to adhere to the Hand Held metal detector in this scenario will not be permitted to enter the school.

It is the student/visitors' responsibility to remove any valuable items (Chromebooks, etc.) and place them on the table adjacent to the weapons detection system. In all cases, the search process will cease when the weapons detection system scan is completed without activating the alarm. The Collinsville School District will not be responsible for any items damaged or lost in the metal detecting or bag-checking process.

Discovery of Contraband:

If the search produces weapons, drugs, or any other dangerous or illegal items or contraband, such items shall be secured by the building principal and/or his/her designee and turned over to the police as soon as possible. Possession of illegal items or contraband items of any kind that are found during the search will result in appropriate consequences as outlined in the Collinsville CUSD10

Student and Parent Handbook and CUSD10 Board of Education policies and may result in criminal charges.

WEAPONS PROHIBITION

The establishment and maintenance of a safe, pleasant, educational school environment that is conducive to learning is a high priority to Collinsville Unit School District 10. For this reason, students who engage in such activities as the use of or possession of a weapon, physically attacking faculty, staff, or other students, threatening or verbally abusing faculty, staff, or other students, theft, arson or vandalism are subject to extremely serious penalties. These penalties include suspension up to and including ten (10) days, along with possible expulsion and criminal prosecution. Board of Education policy forbids students from bringing or being in possession of illegal weapons on school property, at any time. The display, possession, and transportation of dangerous and illegal weapons, including look-alike weapons, are strictly prohibited on school property, school buses, and at authorized school activities. Items in the following categories are defined as weapons: Any firearm of any description, a bludgeon, black-jack, sling-shot, metal knuckles, any switchblade knife, stiletto knife, or any item considered dangerous to others, including but not limited to, those items defined by Illinois State Law in 720ILCS5/24-1.

Violators of this policy will be suspended for a period up to ten (10) days and may be referred to the Board of Education for a hearing and possible expulsion from school for up to two (2) calendar years. Evidence obtained will be confiscated and turned over to the Superintendent of Schools and may be delivered to local authorities for possible prosecution, in all criminal cases. This policy shall not restrict the authority of the Superintendent of Schools or designee to seek prosecution of violators to the maximum extent of the law. Strict and consistent consequences on all weapons violations will be enforced. Therefore, the building principal will review the case and facts with the Superintendent of Schools or designee in order to determine the full extent of the penalty to be imposed. Such factors as the nature of the infraction, the severity of the offense, the age of the students, and other extenuating circumstances might reasonably be considered.

Pursuant to the federal *Gun-free Schools Act* and Section 10.22.6 of the *School Code*, any student who uses, possesses, controls, or transfers a weapon, or any object that can reasonably be considered, or looks like, a weapon, shall be expelled for at least one calendar year, but no more than 2 calendar years. The Superintendent may modify the expulsion period and the Board may modify the Superintendent's determination, on a case-by-case basis. A "weapon" means possession, use, control, or transfer of: (1) any gun, rifle, shotgun, a weapon as defined by Section 921 of Title 18, United States Code, firearm as defined in Section 1.1 of the Firearm Owners Identification Act, or use of a weapon as defined in Section 24-1 of the Criminal Code of 1961, (2) any other object if used or attempted to be used to cause bodily harm, including but not limited to, knives, brass knuckles, or other knuckle weapon regardless of its composition, billy-clubs, or (3) "look-alikes" of any weapon as defined above. Any item, such as a baseball bat, pipe, bottle, lock, stick, pencil, and pen, is considered to be a weapon if used or attempted to be used to cause bodily harm. The Superintendent or designee may grant an exception to this policy, upon the prior request of an adult supervisor, for students in theatre, cooking, ROTC, martial arts, and similar programs, whether or not school-sponsored, provided the item is not equipped, nor intended, to do bodily harm.

WEATHER CLOSURE, DELAYED STARTS & EARLY RELEASE

Collinsville Unit #10 Schools do not take weather-related decisions lightly. As with any decision, student learning is our top priority, but student safety is always our first consideration. Here is some information about how the district balances the factors that come into play when we face a weather-related decision.

HOW THE CALL IS MADE

The district will make the call about delaying or closing school based on reports from our bus company, weather reports, and information gathered from Unit 10 staff and municipal employees who are out driving and assessing road conditions in all parts of our school district. We use the following criteria to make a decision: Safety of students, Impact on families in the affected areas if they must report for school, Areas affected - is the event district-wide, localized, or scattered?, and Ability of buses to get to students.

CLOSURES, DELAYED STARTS & EARLY RELEASE

The district has three options in the event of bad weather. The district could close the schools altogether, delay the opening of school for two hours or release/dismiss students early. School release, delay and closure information is relayed in a variety of ways: The district instantly publishes the information through phone messaging system, television networks, district website (If you have Internet access, the link to weather-related closure information is www.kahoks.org. The site is available 24 hours a day.)

In the rare event Unit 10 calls a 2-hour late opening, school will start 2 hours later than your normal bell time. For example, if your normal bell time is 8:00 AM, your scheduled late start time is 10:00 AM. The morning bus routes will run 2 hours later than normal. The school day will end at their normal times. Once children are in school, approximately two hours are required to get the last child home after a decision is made to close schools. For this reason, it is unlikely school will be canceled once classes are in session. However, when conditions dictate an early release, school will be dismissed. The School Messenger calling system will notify parents of any early school dismissal. It is also a good idea to check updates posted on the local television stations any time weather conditions are changing or in question. The district website will carry early school dismissal information as soon as decisions are made. It is very important that parents have plans for younger children when school is dismissed early. In the event that the district releases students early due to weather, please communicate with the school if alternate student pick-up plans are made. *As an added measure for student safety in the case of an early dismissal, the elementary buildings will send a Google Form via School Messenger asking parents to confirm how children are going home that particular day. Please* insure children dress for

protection against prolonged exposure to the weather as a safety precaution. *If no report is made, it can be assumed that school will be in session.*

E-LEARNING PLAN

E-Learning Days are designed to serve as official attendance days of school when the students and teachers stay at home due to emergency situations, yet learning continues as students remotely leverage digital tools and engage in teacher-prepared lessons. The Collinsville School District E-Learning Plan also includes teachers available remotely to assist students by email with their assignments during the hours of the E-Learning school day. If an E-Learning Day is implemented, everyone will be notified in the same manner as when school is canceled. Students will be expected to utilize the day to meet with their teachers virtually and work on their required assignments/activities as described below in the Student Assignments/Activities section. Click HERE to access a complete copy of the CUSD10 E-Learning Plan.

Teacher Availability: Teachers are expected to be available to students/parents during their regular work hours by email. For many teachers, other systems may work better than email (Telephone, ClassDojo, Google Classroom, etc.) and staff are encouraged to utilize these other communication tools as the situation dictates. However, all teachers will check their email at least once per hour and provide feedback and guidance to students/parents on an as needed basis. The District understands that many teachers have their own responsibilities that may arise with these days (supervising their own children, shoveling snow, etc.). The District also understands that there will be time spent in follow up activities after the E-Learning Day (reviewing completed assignments, providing support for students without internet access, encouraging students to complete assignments, etc.). Staff will respond to all communication requests in a timely manner (within 24 hours) during scheduled hours. Teachers may communicate outside of office hours as needed.

Live Video Conferencing Sessions: Google Meet will be one of the primary video conferencing tools used to host live class sessions in communication with students during E-Learning Days for online learners. If your child is unable to attend a live session, the classroom teachers may provide either notes or a recorded version of the session. Elementary teachers with students in grade PreK-6 will include in their morning announcement the times students are to log in for live instruction. At grade levels 7- 12, staff will use the abbreviated class times when scheduling synchronous (live) sessions.

Student Assignments/Activities: Expectations for student assignments/activities are going to vary greatly based on grade levels and subject matter. Learning materials will be designed for engagement time per day.

Student Attendance: During E- Learning, attendance will be taken. The preferred method of collecting attendance is always a one-to-one daily connection between the teacher and the student. However, we recognize that this method is not available or practical for all student scenarios under an E-Learning situation. We encourage and suggest several ideas for how classroom teachers can collect and count a student as present during an E-Learning Day. • Video conference "check-ins." • Wellness checks coupled with a question on student engagement/participation in lessons. • Phone calls coupled with a question on student engagement/participation in lessons. • Text messages or email communications coupled with a question on student engagement/participation in lessons. • Packet collections by school personnel.

Grading: Students will be accountable for completing the assigned tasks either online or by printed materials in the same manner as any other school day. Students will only receive a "present" for attendance once work is completed. Incomplete work will be considered incomplete. Teachers are encouraged to hold students accountable for completing work as they would with any missing assignments. Completed work can either be turned in online or on an upcoming school day.

Student/Parent Technical Support: In the event of an issue with a student's District assigned device, please call or email the technology support person at your child's school. A list is posted on the district website under Chromebooks & Technology.

WITHDRAWAL FROM SCHOOL (CHS)

We at CUSD10 believe it is in the best interest of all students to complete their high school education and receive a diploma. Before a student may apply for permanent withdrawal, he/she must be of legal withdrawal age and have approval of parent or guardian. A parent or legal guardian must accompany a student withdrawing from school to meet with the assigned Counselor, and to sign proper withdrawal forms in the Counseling Department. This form must be presented to each of the following: 1) The secretary for textbook distribution (to make proper financial settlement for textbooks not returned, textbook rental fees not paid, or receive a partial refund on textbook rental fees if they have been paid and to record if all books have been returned; 2) The Librarian (to make proper financial settlement for lost or overdue library books); 3) The Main Office and Assistant Principal's Office (to make proper financial settlement for textbooks not returned, textbook rental fees not paid, or receive a partial refund on textbook rental fees if they have been paid and all books have been returned; 4) The Attendance Secretary and 5) The Registrar (for record keeping purposes). Students withdrawing from Collinsville High School will receive grades of 'W' on the mark history; quarter and transfer grades will be sent to the receiving school, unless fees are owed or they do not transfer to another accredited secondary school program. After all signatures have been obtained, the withdrawal form is to be returned to the Counseling Department.

YMCA ENRICHMENT PROGRAM

The YMCA Y Club Before and After School Enrichment Program is a cooperative effort between local schools and the Gateway Region YMCA. The program provides children, grades K-6, with a safe, well-supervised environment when an adult is not home before and/or after school. Participating schools in the Collinsville Unit 10 School District include: Caseyville Elementary, Dorris Intermediate School, Jefferson Elementary (after school only), Maryville Elementary, Renfro Elementary, Twin Echo Elementary, Webster Elementary Children can attend the Y Club program at their school beginning at 6:30 a.m. until the beginning of the

school day; and after school from dismissal until 6:00 p.m. Safe, fun, and constructive activities are offered, such as arts and crafts, sports, games, and academic support. All sites are directed by competent, experienced YMCA staff. Policies have been created with the child's safety as the top priority. For more information, call the CMT YMCA at 618-346-5600 or visit their website.

COLLINSVILLE C.U.S.D. 10 MISSION STATEMENT

Collinsville Community Unit School District #10 provides student-centered, innovative learning opportunities in a safe, inclusive environment to inspire every student's unique journey to success.

Commented [BH25]: Language drafted by 2025 Strategic Planning Committee

COLLINSVILLE C.U.S.D. 10 VISION STATEMENT

We envision a future where every student is empowered to reach their fullest potential, equipped with the tools, confidence, and support to achieve excellence and succeed in an ever-evolving world. Envision. Empower. Achieve.

Commented [BH26]: Language drafted by 2025 Strategic Planning Committee

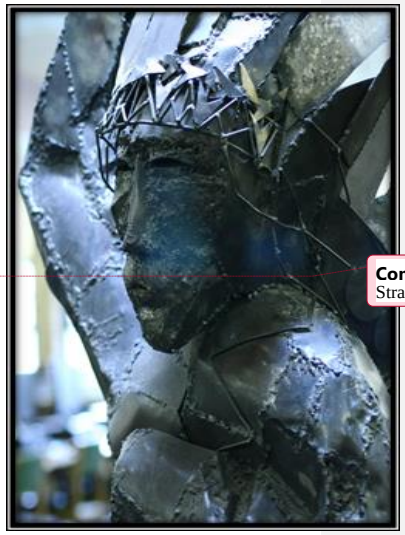
COLLINSVILLE C.U.S.D. 10 VALUES

Diversity Community Integrity Resilience Growth Excellence

Commented [BH27]: Language drafted by 2025 Strategic Planning Committee

COLLINSVILLE C.U.S.D. PORTRAIT OF A GRADUATE

Communication: Kahoks will express themselves clearly, listen actively, collaborate effectively, and adapt their messages to diverse audiences.
Integrity: Kahoks will align their actions with their values. They will demonstrate accountability, honesty, and fairness while contributing positively to their communities.
Active Learning: Kahoks will seek knowledge with curiosity, embrace challenges with a positive mindset, and continuously pursue growth through exploration and perseverance.
Critical Thinking: Kahoks will question, analyze, and evaluate information with an open mind and find creative solutions to overcome complex challenges.
Adaptability: Kahoks will navigate challenges with resilience, adjusting their thoughts and actions while responding to feedback and adversity. They will balance diverse views to develop practical solutions in life and their chosen careers.
Empathy: Kahoks will embody selflessness, consistently showing acceptance and inclusivity. They will be open to genuinely understanding and caring about others' perspectives and experiences.



Commented [BH28]: Language drafted by 2025 Strategic Planning Committee

Collinsville Community Unit School District 10

201 West Clay Street • Collinsville, IL 62234 • 618-346-6350 • *fax* 618-343-3673

Handbook Revision Recommendations for 2025-2026

Handbook Committee Members: Mrs. Root-Smith (CHS), Mr. Smith (CHS), Mr. Snow (CMS) Mr. Stirnaman (DIS), Mrs. Burgess (Elementary), Mr. Turner (Technology), Mrs. Sabatino (Health Services), Mrs. Underwood (Special Education), Mrs. Berry-Coleman (Curriculum & Assessment), Mr. DeWitte (Building & Grounds), Mrs. Ochoa (Bilingual Coordinator), Tammy Eickelman (First Student Bus Company), Mr. Porter (CUSD10 Security), Mr. Foley (CUSD10 Security).

Input received by: Mr. Brian Schwarz, Illinois Principals Association (IPA) Legal Counsel

Reviewed by: Mrs. Dana Bond, CUSD10 Legal Counsel, Guin Mundorf, LLC Attorneys at Law

Added, Deleted and/or Revised Handbook language proposed for the following topics:

ACADEMIC ETHICS
Added language to include Meta AI Smart Glasses in the Artificial Intelligence (AI) section.

ATHLETIC DEPARTMENT AND STUDENT ACTIVITIES (COLLINSVILLE MIDDLE SCHOOL)
Deleted language to update current Student Activities offerings at CMS (Book Club no longer meets).

ATTENDANCE POLICY
Clarification language for Attendance.
1. Clarification language regarding documentation required for student absence after 10 days of Reported Absence (within a school year).
2. Clarification language regarding allowable Mental Health absences during a school year.

BULLYING, INTIMIDATION, HAZING, (SEXUAL) HARASSMENT, TEEN DATING VIOLENCE, THREAT OF VIOLENCE
Revised language for Section IV of <u>BULLYING, PREVENTION AND RESPONSE PLAN</u> *as recommended by Dana Bond, CUSD10 legal counsel.*

BUS TRANSPORTATION
Added language to includes:
1. Safety Resources (under Resources regarding School Bus Safety Rules).
2. Informative language regarding the Firstview GPS Bus Tracking App available for parents/guardians.

CAFETERIA SERVICES
Added language as recommended by Brian Schwartz (legal counsel for the Illinois Principals Association) regarding Meal Charges and Balances.

CELL PHONE, SMARTPHONE, HEADPHONE, EARBUDS, ELECTRONIC COMMUNICATION DEVICES, MOBILE INTERNET DEVICES, META A SMART GLASSES, PERSONAL LAPTOPS, NETBOOKS
Revised language to streamline District Cell Phone policy and to outline updated regulations for Cell Phone use at Collinsville High School. This revised ***CHS*** *policy will prohibit student cell phone use during instructional time, during passing periods and in academic areas (to include study halls. During these instructional times, electronic devices must be kept powered-off and out-of-sight. Students are allowed to use personal electronic devices prior to the first bell at 7:40AM and in the cafeteria/cafeteria patio during the student's assigned lunch period. Students may not have Meta A smart glasses within the school during the school day. For students in grades PK-8, during the school day, personal electronic devices must be kept powered-off and out-of-sight. Students may not have personal electronic devices either visible or heard while on school property beginning when they enter the building until they leave the building.*

CURRICULA (COLLINSVILLE MIDDLE SCHOOL)
Revised language to reflect current curricular course requirements at Collinsville Middle School.

EQUAL EDUCATIONAL OPPORTUNITIES & SEX EQUITY
Added language regarding protected classes as recommended by Dana Bond, CUSD10 legal counsel

EXAM POLICY
Added Exam Exemption language as recommended by CMS Administration to mirror exam exemption language reflected in CHS policy and recommended practice to consider by Dana Bond CUSD10 legal counsel.

IDENTIFICATION CARDS
(COLLINSVILLE MIDDLE SCHOOL & COLLINSVILLE HIGH SCHOOL)
Revised language regarding replacement fees for Identification Cards and Lanyards (change from $5.00 to $10.00).

ILLINOIS ELEMENTARY SCHOOL ASSOCIATION (IESA)
(COLLINSVILLE MIDDLE SCHOOL)
Added language to include IESA language for Collinsville Middle School interscholastic sports to address: Attendance and Home School Eligibility, Scholastic Standing, Residence, Transfer, Use of Participants, Schools with which contests may be held, Sportsmanship of school representatives, Misbehavior during activities and Standardized Calendar.

INVITATIONS & GIFTS
(DORRIS INTERMEDIATE & ELEMENTARY SCHOOLS)
Revised language as recommended by Elementary School/Dorris Intermediate School Administration.

LIBRARY/MEDIA CENTER (COLLINSVILLE MIDDLE SCHOOL)
Revised language as recommended by CMS Librarian for Library/Media Center procedures at CMS.

LOCKERS
Added language as recommended by CMS and CHS Administration regarding student use and sharing of lockers.

MULTILINGUAL ENGLISH LEARNERS
Language change to reflect updated Illinois state-mandated composite score for EL proficiency (change from 5.0 to 4.8).

PHYSICAL EDUCATION
Revised physical education language recommendations to:
1. Clarify prerequisites and continued enrollment eligibility for CHS Athletic PE as recommended by Mr. Clay Smith and the CHS Athletic Department.
2. Clarify current student uniform practices for physical education at CMS and CHS.

STUDENT APPEARANCE
Recommended language addition as recommended by CUSD10 School Resource Officers to prohibit AI Meta Smart Glasses.

COLLINSVILLE C.U.S.D. 10 MISSION STATEMENT
Will be revised following the work of the Strategic Planning Committee.

COLLINSVILLE C.U.S.D. 10 VISION STATEMENT
Will be revised following the work of the Strategic Planning Committee.

COLLINSVILLE C.U.S.D. 10 VALUES
Will be revised following the work of the Strategic Planning Committee.

COLLINSVILLE C.U.S.D. 10 PORTRAIT OF A GRADUATE
Will be revised following the work of the Strategic Planning Committee.

12. **New Business**

12.1. Collinsville Community Unit School District #10 2024-25 Tentative Amended Budget

ITEM: 12.1
EXH. E- 12.1

BOARD AGENDA
May 19, 2025

TO: **Dr. Brad Skertich, Superintendent of Schools**

FROM: **Jamie Hadjan, Director of Finance**

DATE: **May 19, 2025**

RE: **Collinsville Unit 10 2024-25 Tentative Amended Budget**

I recommend approval of the following suggested motion:

"I move that the Tentative Amended Budget for Collinsville Community Unit School District No.10 for the fiscal year beginning July 1, 2024 and ending June 30, 2025 be placed on display for public inspection 20th day of May, 2025 for at least thirty days in the Administrative Office of Collinsville Community Unit School District No.10, 201 West Clay Street, Collinsville, Illinois, and further that the administration be authorized to provide a hearing of said budget be held at 6:30 p.m. on the 23rd day of June, 2025 at the Unit 10 Administrative Annex, 123 West Clay Street, Collinsville, IL 62234."

ss

Attachment

TENTATIVE AMENDED BUDGET

July 1, 2024 through June 30, 2025

Updated 5-12-2025

FUND	FY24 BEGINNING FUND BALANCE (Audited)	FY25 REVENUES (Adopted 9/23/24)	FY25 EXPENDITURES (Adopted 9/23/24)	FY25 TRANSFER OF FUNDS	SURPLUS/ (DEFICIT)	FY25 ENDING FUND BALANCE (Unaudited)	FY25 REVENUES (Proposed Amendment)	FY25 EXPENDITURES (Proposed Amendment)	FY25 TRANSFER OF FUNDS	SURPLUS/ (DEFICIT)	FY25 ENDING FUND BALANCE (Proposed Amendment)
EDUCATION *	25,379,352	70,562,528	70,871,032		(308,504)	$ 25,070,848	72,562,528	71,871,032		691,496	$ 26,070,848
OPERATIONS & MAINTENANCE *	7,966,451	6,443,000	7,898,660	(500,000)	(1,955,660)	$ 6,010,791	6,443,000	7,898,660	(500,000)	(1,955,660)	$ 6,010,791
DEBT SERVICE	608,567	2,845,000	3,329,500	500,000	15,500	$ 624,067	2,835,000	3,329,500	500,000	5,500	$ 614,067
TRANSPORTATION *	2,314,946	5,250,000	6,496,528		(1,246,528)	$ 1,068,418	5,250,000	6,496,528		(1,246,528)	$ 1,068,418
IMRF / SOCIAL SECURITY *	2,886,439	2,700,000	2,454,833		245,167	$ 3,131,606	2,700,000	2,454,833		245,167	$ 3,131,606
CAPITAL PROJECTS	9,353,224	6,852,500	8,020,000	209,500	(958,000)	$ 8,395,224	3,852,500	7,020,000	215,000	(2,952,500)	$ 6,400,724
WORKING CASH	10,380,662	930,000	-	209,500	720,500	$ 11,101,162	930,000	-	(215,000)	715,000	$ 11,095,662
TORT	1,667,190	4,250,000	3,412,500		837,500	$ 2,504,690	4,250,000	3,412,500		837,500	$ 2,504,690
FIRE PREVENTION & SAFETY	1,152,969	570,000	618,000		(48,000)	$ 1,104,969	570,000	618,000		(48,000)	$ 1,104,969
TOTAL	$ 61,709,800	$ 100,403,028	$ 103,101,053		$ (2,698,025)	$ 59,011,775	$ 99,393,028	$ 103,101,053		$ (3,708,025)	$ 58,001,775
ACTIVITY ACCTS (added into Fund 10 on budget form)	$ 753,829	$ 300,000	$ 300,000		0.00	$ 753,829	$ 300,000	$ 300,000		0.00	$ 753,829
G/L Total	$ 62,463,629	$ 100,703,028	$ 103,401,053		$ (2,698,025)	$ 59,765,604	$ 99,693,028	$ 103,401,053		$ (3,708,025)	$ 58,755,604
					0					0	
* OPERATING FUNDS	$ 46,041,411	$ 83,185,528	$ 85,266,220		(2,790,192)	$ 43,251,219	$ 85,185,528	$ 86,266,220		(1,795,692)	$ 44,245,719

* (Ed, O & M, Trans & Working Cash)

Budget Changes

10	Increase in Revenue - Property Taxes, Title I, and EBF		$ 2,000,000.00
10	Increase in Expenses - Trailblazer Academy, Success Center, and Mathmatics - MS		$ (1,000,000.00)
		Change in Fund Balance	1,000,000.00
20	No change to Revenue		$ -
20	No change to Expenses		$ -
		Change in Fund Balance	-
30	Decrease to Revenue - Property Tax		(10,000.00)
30	No change to Expenses		-
		Change in Fund Balance	(10,000.00)
40	No change to Revenue		-
40	No change to Expenses		-
		Change in Fund Balance	-
50	No change to Revenue		-
50	No change to Expenses		-
		Change in Fund Balance	-
60	Decrease in Revenue - No DCEO reimbusements/Increase to WC Transfer		(2,994,500.00)
60	Decrease in Expenses - NO DCEO expenses		1,000,000.00
		Change in Fund Balance	(1,994,500.00)
70	No change to Revenue		-
70	Increase in Expenses - Transfering remaining Working Cash funds		5,500.00
		Change in Fund Balance	5,500.00
80	No change to Revenue		-
80	Increase to Expenses		-
		Change in Fund Balance	-
90	No change to Revenue		-
90	No change to Expenses		-
		Change in Fund Balance	-

TENTATIVE AMENDED BUDGET

July 1, 2024 through June 30, 2025

Updated 5-12-2025

FUND	FY24 BEGINNING FUND BALANCE (Audited)	FY25 REVENUES (Adopted 9/23/24)	FY25 EXPENDITURES (Adopted 9/23/24)	FY25 TRANSFER OF FUNDS	SURPLUS/ (DEFICIT)	FY25 ENDING FUND BALANCE (Unaudited)	FY25 REVENUES (Proposed Amendment)	FY25 EXPENDITURES (Proposed Amendment)	FY25 TRANSFER OF FUNDS	SURPLUS/ (DEFICIT)	FY25 ENDING FUND BALANCE (Proposed Amendment)
EDUCATION *	**25,379,352**	70,562,528	70,871,032		(308,504)	**$ 25,070,848**	72,562,528	71,871,032		691,496	**$ 26,070,848**
OPERATIONS & MAINTENANCE *	**7,966,451**	6,443,000	7,898,660	(500,000)	(1,955,660)	**$ 6,010,791**	6,443,000	7,898,660	(500,000)	(1,955,660)	**$ 6,010,791**
DEBT SERVICE	**608,566**	2,845,000	3,329,500	500,000	15,500	**$ 624,066**	2,835,000	3,329,500	500,000	5,500	**$ 614,066**
TRANSPORTATION *	**2,314,940**	5,250,000	6,496,528		(1,246,528)	**$ 1,068,412**	5,250,000	6,496,528		(1,246,528)	**$ 1,068,412**
IMRF / SOCIAL SECURITY *	**2,886,563**	2,700,000	2,454,833		245,167	**$ 3,131,730**	2,700,000	2,454,833		245,167	**$ 3,131,730**
CAPITAL PROJECTS	**9,353,225**	6,852,500	8,020,000	209,500	(958,000)	**$ 8,395,225**	3,852,500	7,020,000	215,000	(2,952,500)	**$ 6,400,725**
WORKING CASH	**10,380,663**	930,000	-	209,500	720,500	**$ 11,101,163**	930,000	-	(215,000)	715,000	**$ 11,095,663**
TORT	**1,667,190**	4,250,000	3,412,500		837,500	**$ 2,504,690**	4,250,000	3,412,500		837,500	**$ 2,504,690**
FIRE PREVENTION & SAFETY	**1,152,968**	570,000	618,000		(48,000)	**$ 1,104,968**	570,000	618,000		(48,000)	**$ 1,104,968**
TOTAL	**$ 61,709,918**	**$ 100,403,028**	**$ 103,101,053**		**$ (2,698,025)**	**$ 59,011,893**	**$ 99,393,028**	**$ 103,101,053**		$ (3,708,025)	**$ 58,001,893**
ACTIVITY ACCTS (added into Fund 10 on budget form)	**$ 753,829**	**$ 300,000**	**$ 300,000**		**0.00**	**$ 753,829**	**$ 300,000**	**$ 300,000**		0.00	**$ 753,829**
G/L Total	**$ 62,463,747**	**$ 100,703,028**	**$ 103,401,053**		**$ (2,698,025)**	**$ 59,765,722**	**$ 99,693,028**	**$ 103,401,053**		$ (3,708,025)	**$ 58,755,722**
					0					0	
*** OPERATING FUNDS**	**$ 46,041,406**	**$ 83,185,528**	**$ 85,266,220**		(2,790,192)	**$ 43,251,214**	**$ 85,185,528**	**$ 86,266,220**		(1,795,692)	**$ 44,245,714**

* (Ed, O & M, Trans & Working Cash)

Budget Changes

10	Increase in Revenue - Property Taxes, Title I, and EBF	$	2,000,000.00
10	Increase in Expenses - Trailblazer Academy, Success Center, and Mathmatics - MS	$	(1,000,000.00)
		Change in Fund Balance	1,000,000.00
20	No change to Revenue	$	-
20	No change to Expenses	$	-
		Change in Fund Balance	-
30	Decrease to Revenue - Property Tax		(10,000.00)
30	No change to Expenses		-
		Change in Fund Balance	(10,000.00)
40	No change to Revenue		-
40	No change to Expenses		-
		Change in Fund Balance	-
50	No change to Revenue		-
50	No change to Expenses		-
		Change in Fund Balance	-
60	Decrease in Revenue - No DCEO reimbusements/Increase to WC Transfer		(2,994,500.00)
60	Decrease in Expenses - NO DCEO expenses		1,000,000.00
		Change in Fund Balance	(1,994,500.00)
70	No change to Revenue		-
70	Increase in Expenses - Transfering remaining Working Cash funds		5,500.00
		Change in Fund Balance	5,500.00
80	No change to Revenue		-
80	Increase to Expenses		-
		Change in Fund Balance	-
90	No change to Revenue		-
90	No change to Expenses		-
		Change in Fund Balance	-

District Type:
[X] School District
[ ] Joint Agreement

Accounting Basis:
[X] Cash
[ ] Accrual

ILLINOIS STATE BOARD OF EDUCATION
School Business Services Division

SCHOOL DISTRICT/JOINT AGREEMENT BUDGET FORM *
July 1, 2024 - June 30, 2025

Unbalanced budget; however, a Deficit Reduction Plan is not required at this time.

Is this an amended budget? Yes

Date of Amended Budget: 06-23-25 *(MM/DD/YY)*

District Name: **Collinsville CUSD 10**

District RCDT No: **41057010026**

If your FY2024 AFR states that you need to do a deficit reduction plan and your FY2025 budget is balanced, please state the measures you took to have your budget become balanced. (Bckgrnd-Assumpt 25-26)

Budget of Collinsville CUSD 10 *, County of* Madison ,
State of Illinois, for the Fiscal Year beginning July 1, 2024 *and ending* June 30, 2025 .

WHEREAS the Board of Education of Collinsville CUSD 10 ,
County of Madison , *State of Illinois, caused to be prepared in tentative form a budget, and the Secretary of this Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon;*

AND WHEREAS a public hearing was held as to such budget on the 23rd *day of* September , *20* 24 ,
notice of said hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied with;

NOW, THEREFORE, Be it resolved by the Board of Education of said district as follows:

Section 1: That the fiscal year of this school district be and the same hereby is fixed and declared to be beginning July 1, 2024 *and ending* June 30, 2025 .

Section 2: That the following budget containing an estimate of amounts available in each Fund, separately, and expenditures from each be and the same is hereby adopted as the budget of this school district for said fiscal year.

ADOPTION OF BUDGET

The budget shall be approved and signed below by members of the School Board. Adopted this 23rd *day of* September , *20* 24
by a roll call vote of *Yeas, and* *Nays, to wit:*

** MEMBERS VOTING YEA:	** MEMBERS VOTING NAY:

* Based on the 23 Illinois Administrative Code-Part 100 and inconformity with Section 17-1 of the School Code.

** Type in the members who voted "YEA" nor "NAY". Actual school board member signatures are not required for electronic submission.

(1) A certified copy of this document must be filed with the county clerk within 30 days of adoption as required by Section 18-50 of the Property Tax Code (35 ILCS 200/18-50).

(2) Districts are required to submit the adopted/amended budget electronically to ISBE within 30 days of adoption or by October 30, whichever comes first. Budgets are submitted through IWAS: https://apps.isbe.net/iwas/asp/login.asp?is=true

Please type the member signatures before submitting to ISBE. We do not accept PDF copies.

Tentative

	A	B	C	D	E	F	G	H	I	J	K	L
1	*Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.*		(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)	
2	**Description: Enter Whole Numbers Only**	**Acct #**	**Educational**	**Operations & Maintenance**	**Debt Service**	**Transportation**	**Municipal Retirement/ Social Security**	**Capital Projects**	**Working Cash**	**Tort**	**Fire Prevention & Safety**	
3	**ESTIMATED BEGINNING FUND BALANCE (without Student Activity Funds)1 as of July 1, 2024**		25,379,352	7,966,451	608,566	2,314,940	2,886,563	9,353,225	10,380,663	1,667,190	1,152,968	
4	**RECEIPTS/REVENUES (without Student Activity Funds)**											
5	**LOCAL SOURCES**	**1000**	29,024,150	6,443,000	2,330,000	2,150,000	2,700,000	1,850,000	930,000	4,250,000	570,000	
6	**FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT**	**2000**	177,000	0		0	0					
7	**STATE SOURCES**	**3000**	33,338,000	0	505,000	3,100,000	0	2,000,000	0	0	0	
8	**FEDERAL SOURCES**	**4000**	10,023,378	0	0	0	0	2,500	0	0	0	
9	**Total Direct Receipts/Revenues** [8]		72,562,528	6,443,000	2,835,000	5,250,000	2,700,000	3,852,500	930,000	4,250,000	570,000	
10	Receipts/Revenues for "On Behalf" Payments [2]	3998										
11	**Total Receipts/Revenues**		72,562,528	6,443,000	2,835,000	5,250,000	2,700,000	3,852,500	930,000	4,250,000	570,000	
12	**DISBURSEMENTS/EXPENDITURES (without Student Activity Funds)**											
13	**INSTRUCTION**	**1000**	48,124,033				1,094,000			0		
14	**SUPPORT SERVICES**	**2000**	19,941,257	7,857,660		6,467,528	1,346,033	7,020,000		3,412,500	618,000	
15	**COMMUNITY SERVICES**	**3000**	638,942	0		0	14,800			0		
16	**PAYMENTS TO OTHER DISTRICTS & GOVT UNITS**	**4000**	3,166,800	41,000	0	29,000	0	0		0	0	
17	**DEBT SERVICES**	**5000**	0	0	3,329,500	0	0			0	0	
18	**PROVISION FOR CONTINGENCIES**	**6000**	0	0	0	0	0	0		0	0	
19	**Total Direct Disbursements/Expenditures** [9]		71,871,032	7,898,660	3,329,500	6,496,528	2,454,833	7,020,000		3,412,500	618,000	
20	Disbursements/Expenditures for "On Behalf" Payments [2]	4180	0	0	0	0	0	0		0	0	
21	**Total Disbursements/Expenditures**		71,871,032	7,898,660	3,329,500	6,496,528	2,454,833	7,020,000		3,412,500	618,000	
22	**Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures**		691,496	(1,455,660)	(494,500)	(1,246,528)	245,167	(3,167,500)	930,000	837,500	(48,000)	
23	**OTHER SOURCES/USES OF FUNDS**											
24	**OTHER SOURCES OF FUNDS (7000)**											
25	**PERMANENT TRANSFER FROM VARIOUS FUNDS**											
26	Abolishment the Working Cash Fund [16]	7110										
27	Abatement of the Working Cash Fund [16]	7110										
28	Transfer of Working Cash Fund Interest	7120										
29	Transfer Among Funds	7130										
30	Transfer of Interest	7140										
31	Transfer from Capital Projects Fund to O&M Fund	7150		0								
32	Transfer of Excess Fire Prev & Safety Tax & Interest [3] Proceeds to O&M Fund	7160		0								
33	Transfer of Excess Accumulated Fire Prev & Safety Bond and Int [3a] Proceeds to Debt Service Fund	7170			0							
34	**SALE OF BONDS (7200)**											
35	Principal on Bonds Sold [4]	7210										
36	Premium on Bonds Sold	7220										
37	Accrued Interest on Bonds Sold	7230										
38	Sale or Compensation for Fixed Assets [5]	7300										
39	Transfer to Debt Service to Pay Principal on GASB 87 Leases	7400			500,000							
40	Transfer to Debt Service to Pay Interest on GASB 87 Leases	7500			0							
41	Transfer to Debt Service Fund to Pay Principal on Revenue Bonds	7600			0							
42	Transfer to Debt Service Fund to Pay Interest on Revenue Bonds	7700			0							
43	Transfer to Capital Projects Fund	7800						0				
44	ISBE Loan Proceeds	7900										
45	Other Sources Not Classified Elsewhere	7990						215,000				
46	**Total Other Sources of Funds** [8]		0	0	500,000	0	0	215,000	0	0	0	

	A	B	C	D	E	F	G	H	I	J	K	L
1	*Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.*		(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)	
2	**Description: Enter Whole Numbers Only**	**Acct #**	**Educational**	**Operations & Maintenance**	**Debt Service**	**Transportation**	**Municipal Retirement/ Social Security**	**Capital Projects**	**Working Cash**	**Tort**	**Fire Prevention & Safety**	
47	**OTHER USES OF FUNDS (8000)**											
49	**TRANSFER TO VARIOUS OTHER FUNDS (8100)**											
50	Abolishment or Abatement of the Working Cash Fund [16]	8110							0			
51	Transfer of Working Cash Fund Interest	8120							0			
52	Transfer Among Funds	8130										
53	Transfer of Interest [6]	8140										
54	Transfer from Capital Projects Fund to O&M Fund	8150										
55	Transfer of Excess Fire Prev & Safety Tax & Interest [3] Proceeds to O&M Fund	8160										
56	Transfer of Excess Accumulated Fire Prev & Safety Bond [3a] and Int Proceeds to Debt Service Fund	8170										
57	Taxes Pledged to Pay Principal on GASB 87 Leases	8410										
58	Grants/Reimbursements Pledged to Pay Principal on GASB 87 Leases	8420										
59	Other Revenues Pledged to Pay Principal on GASB 87 Leases	8430		500,000								
60	Fund Balance Transfers Pledged to Pay Principal on GASB 87 Leases	8440										
61	Taxes Pledged to Pay Interest on GASB 87 Leases	8510										
62	Grants/Reimbursements Pledged to Pay Interest on GASB 87 Leases	8520										
63	Other Revenues Pledged to Pay Interest on GASB 87 Leases	8530										
64	Fund Balance Transfers Pledged to Pay Interest on GASB 87 Leases	8540										
65	Taxes Pledged to Pay Principal on Revenue Bonds	8610										
66	Grants/Reimbursements Pledged to Pay Principal on Revenue Bonds	8620										
67	Other Revenues Pledged to Pay Principal on Revenue Bonds	8630										
68	Fund Balance Transfers Pledged to Pay Principal on Revenue Bonds	8640										
69	Taxes Pledged to Pay Interest on Revenue Bonds	8710										
70	Grants/Reimbursements Pledged to Pay Interest on Revenue Bonds	8720										
71	Other Revenues Pledged to Pay Interest on Revenue Bonds	8730										
72	Fund Balance Transfers Pledged to Pay Interest on Revenue Bonds	8740										
73	Taxes Transferred to Pay for Capital Projects	8810										
74	Grants/Reimbursements Pledged to Pay for Capital Projects	8820										
75	Other Revenues Pledged to Pay for Capital Projects	8830										
76	Fund Balance Transfers Pledged to Pay for Capital Projects	8840										
77	Transfer to Debt Service Fund to Pay Principal on ISBE Loans	8910										
78	Other Uses Not Classified Elsewhere	8990							215,000			
79	**Total Other Uses of Funds** [9]		0	500,000	0	0	0	0	215,000	0	0	
80	**Total Other Sources/Uses of Fund**		0	(500,000)	500,000	0	0	215,000	(215,000)	0	0	
81	**ESTIMATED ENDING FUND BALANCE (without Student Activity Funds) as of June 30, 2025**		26,070,848	6,010,791	614,066	1,068,412	3,131,730	6,400,725	11,095,663	2,504,690	1,104,968	
82												
83	**Student Activity (Fund 11) ESTIMATED BEGINNING FUND BALANCE as of July 1, 2024**		753,829									
84	**RECEIPTS/REVENUES (For Student Activity Funds)**											
85	**Total Student Activity Direct Receipts/Revenues (Local Sources)**	1799	400,000									
86	**DISBURSEMENTS/EXPENDITURES (For Student Activity Funds)**											
87	**Total Student Activity Direct Disbursements/Expenditures**	1999	400,000									
88	**Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures**		0									
89	**Student Activity ESTIMATED ENDING FUND BALANCE as of June 30, 2025**		753,829									
90												

	A	B	C	D	E	F	G	H	I	J	K	L
1	*Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.*		(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)	
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety	
91	Total ESTIMATED BEGINNING FUND BALANCE (All Sources Including Student Activity Funds) as of July 1, 2024		26,133,181	7,966,451	608,566	2,314,940	2,886,563	9,353,225	10,380,663	1,667,190	1,152,968	
92	RECEIPTS/REVENUES (All Sources with Student Activity Funds)											
93	LOCAL SOURCES	1000	29,424,150	6,443,000	2,330,000	2,150,000	2,700,000	1,850,000	930,000	4,250,000	570,000	
94	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000	177,000	0		0	0					
95	STATE SOURCES	3000	33,338,000	0	505,000	3,100,000	0	2,000,000	0	0	0	
96	FEDERAL SOURCES	4000	10,023,378	0	0	0	0	2,500	0	0	0	
97	Total Direct Receipts/Revenues [8]		72,962,528	6,443,000	2,835,000	5,250,000	2,700,000	3,852,500	930,000	4,250,000	570,000	
98	Receipts/Revenues for "On Behalf" Payments [2]	3998	0	0	0	0	0	0		0	0	
99	Total Receipts/Revenues		72,962,528	6,443,000	2,835,000	5,250,000	2,700,000	3,852,500	930,000	4,250,000	570,000	
100	DISBURSEMENTS/EXPENDITURES (All Sources with Student Activity Funds)											
101	INSTRUCTION	1000	48,524,033				1,094,000			0		
102	SUPPORT SERVICES	2000	19,941,257	7,857,660		6,467,528	1,346,033	7,020,000		3,412,500	618,000	
103	COMMUNITY SERVICES	3000	638,942	0		0	14,800			0		
104	PAYMENTS TO OTHER DISTRICTS & GOVT UNITS	4000	3,166,800	41,000	0	29,000	0	0		0	0	
105	DEBT SERVICES	5000	0	0	3,329,500	0	0			0	0	
106	PROVISION FOR CONTINGENCIES	6000	0	0	0	0	0	0		0	0	
107	Total Direct Disbursements/Expenditures [9]		72,271,032	7,898,660	3,329,500	6,496,528	2,454,833	7,020,000		3,412,500	618,000	
108	Disbursements/Expenditures for "On Behalf" Payments [2]	4180	0	0	0	0	0	0		0	0	
109	Total Disbursements/Expenditures		72,271,032	7,898,660	3,329,500	6,496,528	2,454,833	7,020,000		3,412,500	618,000	
110	Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		691,496	(1,455,660)	(494,500)	(1,246,528)	245,167	(3,167,500)	930,000	837,500	(48,000)	
111	OTHER SOURCES/USES OF FUNDS											
112	OTHER SOURCES OF FUNDS (7000)											
113	Total Other Sources of Funds [8]		0	0	500,000	0	0	215,000	0	0	0	
114	OTHER USES OF FUNDS (8000)											
116	Total Other Uses of Funds [9]		0	500,000	0	0	0	0	215,000	0	0	
117	Total Other Sources/Uses of Fund		0	(500,000)	500,000	0	0	215,000	(215,000)	0	0	
118	ESTIMATED ENDING FUND BALANCE (All Sources with Student Activity Funds) as of June 30, 2025		26,824,677	6,010,791	614,066	1,068,412	3,131,730	6,400,725	11,095,663	2,504,690	1,104,968	
119												
120	SUMMARY OF EXPENDITURES Without Student Activity Funds (by Major Object)											
21	Description	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety	Total By Object
23	Object Name											
24	Salaries	100	52,534,021	663,500		0		0		930,000	0	54,127,521
25	Employee Benefits	200	8,351,542	108,220		0	2,454,833	0		46,000	0	10,960,595
26	Purchased Services	300	5,287,099	1,155,440	0	6,045,528		1,200,000		2,386,000	33,000	16,107,067
27	Supplies & Materials	400	1,982,031	2,015,500		222,000		0		40,500	0	4,260,031
28	Capital Outlay	500	416,439	3,815,000		200,000		5,820,000		10,000	585,000	10,846,439
29	Other Objects	600	3,274,900	41,000	3,329,500	29,000	0	0		0	0	6,674,400
30	Non-Capitalized Equipment	700	25,000	100,000		0		0		0	0	125,000
31	Termination Benefits	800	0	0		0				0		0
32	Total Expenditures		71,871,032	7,898,660	3,329,500	6,496,528	2,454,833	7,020,000		3,412,500	618,000	103,101,053

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
3	**BEGINNING CASH BALANCE ON HAND (without Student Activity Funds)7 as of July 1, 2024**		25,379,352	7,966,451	608,566	2,314,940	2,886,563	9,353,225	10,380,663	1,667,190	1,152,968
4	**Total Direct Receipts & Other Sources** [8]		72,562,528	6,443,000	3,335,000	5,250,000	2,700,000	4,067,500	930,000	4,250,000	570,000
5	**OTHER RECEIPTS**										
6	Interfund Loans Payable (Loans from Other Funds)	411									
7	Interfund Loans Receivable (Repayment of Loans)	141									
8	Notes and Warrants Payable	433									
9	Other Current Assets	199									
10	**Total Other Receipts**		0	0	0	0	0	0	0	0	0
11	**Total Direct Receipts, Other Sources, & Other Receipts**		72,562,528	6,443,000	3,335,000	5,250,000	2,700,000	4,067,500	930,000	4,250,000	570,000
12	**Total Amount Available**		97,941,880	14,409,451	3,943,566	7,564,940	5,586,563	13,420,725	11,310,663	5,917,190	1,722,968
13	**Total Direct Disbursements & Other Uses** [9]		71,871,032	8,398,660	3,329,500	6,496,528	2,454,833	7,020,000	215,000	3,412,500	618,000
14	**OTHER DISBURSEMENTS**										
15	Interfund Loans Receivable (Loans to Other Funds) [10]	141									
16	Interfund Loans Payable (Repayment of Loans)	411									
17	Notes and Warrants Payable	433									
18	Other Current Liabilities	499									
19	**Total Other Disbursements**		0	0	0	0	0	0	0	0	0
20	**Total Direct Disbursements, Other Uses, & Other Disbursements**		71,871,032	8,398,660	3,329,500	6,496,528	2,454,833	7,020,000	215,000	3,412,500	618,000
21	**ENDING CASH BALANCE ON HAND (without Student Activity Funds) as of June 30, 2025**		26,070,848	6,010,791	614,066	1,068,412	3,131,730	6,400,725	11,095,663	2,504,690	1,104,968
22											
23	**Activity Funds BEGINNING CASH BALANCE ON HAND7 as of July 1, 2024**		753,829								
24	**Total Direct Receipts & Other Sources** [8]		400,000								
25	**Total Amount Available**		1,153,829								
26	**Total Direct Disbursements & Other Uses** [9]		400,000								
27	**Activity funds ENDING CASH BALANCE ON HAND7 as of June 30, 2025**		753,829								
28											
29	**Total BEGINNING CASH BALANCE ON HAND (with Student Activity Funds)7 as of July 1, 2024**		26,133,181	7,966,451	608,566	2,314,940	2,886,563	9,353,225	10,380,663	1,667,190	1,152,968
30	**Total Direct Receipts & Other Sources** [8]		72,962,528	6,443,000	3,335,000	5,250,000	2,700,000	4,067,500	930,000	4,250,000	570,000
31	**Total Other Receipts**		0	0	0	0	0	0	0	0	0
32	**Total Direct Receipts, Other Sources, & Other Receipts**		72,962,528	6,443,000	3,335,000	5,250,000	2,700,000	4,067,500	930,000	4,250,000	570,000
33	**Total Amount Available**		99,095,709	14,409,451	3,943,566	7,564,940	5,586,563	13,420,725	11,310,663	5,917,190	1,722,968
34	**Total Direct Disbursements & Other Uses** [9]		72,271,032	8,398,660	3,329,500	6,496,528	2,454,833	7,020,000	215,000	3,412,500	618,000
35	**Total Other Disbursements**		0	0	0	0	0	0	0	0	0
36	**Total Direct Disbursements, Other Uses, & Other Disbursements**		72,271,032	8,398,660	3,329,500	6,496,528	2,454,833	7,020,000	215,000	3,412,500	618,000
37	**Total ENDING CASH BALANCE ON HAND (with Student Activity Funds)7 as of June 30, 2025**		26,824,677	6,010,791	614,066	1,068,412	3,131,730	6,400,725	11,095,663	2,504,690	1,104,968

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
3	**RECEIPTS/REVENUES FROM LOCAL SOURCES (1000)**										
4	**AD VALOREM TAXES LEVIED BY LOCAL EDUCATION AGENCY**	**1100**									
5	Designated Purposes Levies [11] (1110-1120)	-	26,700,000	5,500,000	2,310,000	2,100,000	1,100,000		530,000	4,200,000	530,000
6	Leasing Purposes Levy [12]	1130		500,000							
7	Special Education Purposes Levy	1140	427,000								
8	FICA and Medicare Only Levies	1150					1,400,000				
9	Area Vocational Construction Purposes Levy	1160									
10	Summer School Purposes Levy	1170									
11	Other Tax Levies *(Describe & Itemize)*	1190									
12	**Total Ad Valorem Taxes Levied by District**		27,127,000	6,000,000	2,310,000	2,100,000	2,500,000	0	530,000	4,200,000	530,000
13	**PAYMENTS IN LIEU OF TAXES**	**1200**									
14	Mobile Home Privilege Tax	1210	10,000								
15	Payments from Local Housing Authority	1220									
16	Corporate Personal Property Replacement Taxes [13]	1230					100,000	1,500,000			
17	Other Payments in Lieu of Taxes *(Describe & Itemize)*	1290									
18	**Total Payments in Lieu of Taxes**		10,000	0	0	0	100,000	1,500,000	0	0	0
19	**TUITION**	**1300**									
20	Regular Tuition from Pupils or Parents (In State)	1311									
21	Regular Tuition from Other Districts (In State)	1312									
22	Regular Tuition from Other Sources (In State)	1313									
23	Regular Tuition from Other Sources (Out of State)	1314									
24	Summer School Tuition from Pupils or Parents (In State)	1321	2,500								
25	Summer School Tuition from Other Districts (In State)	1322									
26	Summer School Tuition from Other Sources (In State)	1323									
27	Summer School Tuition from Other Sources (Out of State)	1324									
28	CTE Tuition from Pupils or Parents (In State)	1331									
29	CTE Tuition from Other Districts (In State)	1332									
30	CTE Tuition from Other Sources (In State)	1333									
31	CTE Tuition from Other Sources (Out of State)	1334									
32	Special Education Tuition from Pupils or Parents (In State)	1341									
33	Special Education Tuition from Other Districts (In State)	1342									
34	Special Education Tuition from Other Sources (In State)	1343									
35	Special Education Tuition from Other Sources (Out of State)	1344									
36	Adult Tuition from Pupils or Parents (In State)	1351									
37	Adult Tuition from Other Districts (In State)	1352									
38	Adult Tuition from Other Sources (In State)	1353									
39	Adult Tuition from Other Sources (Out of State)	1354									
40	**Total Tuition**		2,500								
41	**TRANSPORTATION FEES**	**1400**									
42	Regular Transportation Fees from Pupils or Parents (In State)	1411									
43	Regular Transportation Fees from Other Districts (In State)	1412									
44	Regular Transportation Fees from Other Sources (In State)	1413									
45	Regular Transportation Fees from Co-curricular Activities (In State)	1415									
46	Regular Transportation Fees from Other Sources (Out of State)	1416									
47	Summer School Transportation Fees from Pupils or Parents (In State)	1421									
48	Summer School Transportation Fees from Other Districts (In State)	1422									
49	Summer School Transportation Fees from Other Sources (In State)	1423									
50	Summer School Transportation Fees from Other Sources (Out of State)	1424									
51	CTE Transportation Fees from Pupils or Parents (In State)	1431									
52	CTE Transportation Fees from Other Districts (In State)	1432									
53	CTE Transportation Fees from Other Sources (In State)	1433									
54	CTE Transportation Fees from Other Sources (Out of State)	1434									
55	Special Education Transportation Fees from Pupils or Parents (In State)	1441									
56	Special Education Transportation Fees from Other Districts (In State)	1442									

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**Description: Enter Whole Numbers Only**	**Acct #**	**Educational**	**Operations & Maintenance**	**Debt Service**	**Transportation**	**Municipal Retirement/ Social Security**	**Capital Projects**	**Working Cash**	**Tort**	**Fire Prevention & Safety**
57	Special Education Transportation Fees from Other Sources (In State)	1443									
58	Special Education Transportation Fees from Other Sources (Out of State)	1444									
59	Adult Transportation Fees from Pupils or Parents (In State)	1451									
60	Adult Transportation Fees from Other Districts (In State)	1452									
61	Adult Transportation Fees from Other Sources (In State)	1453									
62	Adult Transportation Fees from Other Sources (Out of State)	1454									
63	**Total Transportation Fees**					0					
64	**EARNINGS ON INVESTMENTS**	**1500**									
65	Interest on Investments	1510	1,375,000	353,000	20,000	50,000	100,000	350,000	400,000	50,000	40,000
66	Gain or Loss on Sale of Investments	1520									
67	**Total Earnings on Investments**		1,375,000	353,000	20,000	50,000	100,000	350,000	400,000	50,000	40,000
68	**FOOD SERVICE**	**1600**									
69	Sales to Pupils - Lunch	1611	15,000								
70	Sales to Pupils - Breakfast	1612									
71	Sales to Pupils - A la Carte	1613	145,000								
72	Sales to Pupils - Other *(Describe & Itemize)*	1614									
73	Sales to Adults	1620	6,000								
74	Other Food Service *(Describe & Itemize)*	1690									
75	**Total Food Service**		166,000								
76	**DISTRICT/SCHOOL ACTIVITY INCOME**	**1700**									
77	Admissions - Athletic	1711	1,300								
78	Admissions - Other	1719									
79	Fees	1720	800								
80	Book Store Sales	1730									
81	Other District/School Activity Revenue *(Describe & Itemize)*	1790	33,000								
82	Student Activity Fund Revenues	1799	400,000								
83	**Total District/School Activity Income (without Student Activity Funds 1799)**		35,100	0							
84	**Total District/School Activity Income (with Student Activity Funds 1799)**		435,100								
85	**TEXTBOOK INCOME**	**1800**									
86	Textbook Rentals - Regular Textbooks	1811	301,500								
87	Textbook Rentals - Summer School Textbooks	1812									
88	Textbook Rentals - Adult/Continuing Education Textbooks	1813									
89	Textbook Rentals - Other *(Describe & Itemize)*	1819									
90	Textbook Sales - Regular Textbooks	1821									
91	Textbook Sales - Summer School	1822									
92	Textbook Sales - Adult/Continuing Education	1823									
93	Textbook Sales - Other *(Describe & Itemize)*	1829									
94	Other Textbook Income *(Describe & Itemize)*	1890									
95	**Total Textbooks**		301,500								
96	**OTHER REVENUE FROM LOCAL SOURCES**	**1900**									
97	Rentals	1910	2,050								
98	Contributions and Donations from Private Sources	1920									
99	Impact Fees from Municipal or County Governments	1930									
100	Services Provided Other Districts	1940									
101	Refund of Prior Years' Expenditures	1950									
102	Payments of Surplus Moneys from TIF Districts	1960		90,000							
103	Drivers' Education Fees	1970	5,000								
104	Proceeds from Vendors' Contracts	1980									
105	School Facility Occupation Tax Proceeds	1983									
106	Payment from Other Districts	1991									
107	Sale of Vocational Projects	1992									
108	Other Local Fees *(Describe & Itemize)*	1993									
109	Other Local Revenues *(Describe & Itemize)*	1999									
110	**Total Other Revenue from Local Sources**		7,050	90,000	0	0	0	0	0	0	0

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
111	**Total Receipts/Revenues from Local Sources (without Student Activity Funds 1799)**	**1000**	29,024,150	6,443,000	2,330,000	2,150,000	2,700,000	1,850,000	930,000	4,250,000	570,000
112	**Total Receipts/Revenues from Local Sources (with Student Activity Funds 1799)**		29,424,150								
113	**FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT (2000)**										
114	Flow-Through Revenue from State Sources	2100	127,000								
115	Flow-Through Revenue from Federal Sources	2200	50,000								
116	Other Flow-Through Revenue *(Describe & Itemize)*	2300									
117	**Total Flow-Through Receipts/Revenues From One District to Another District**	**2000**	177,000	0		0	0				
118	**RECEIPTS/REVENUES FROM STATE SOURCES (3000)**										
119	**UNRESTRICTED GRANTS-IN-AID (3001-3099)**										
120	Evidence Based Funding Formula (Section 18-8.15)	3001	31,400,000		505,000	800,000		2,000,000			
121	Reorganization Incentives (Accounts 3005-3021)	3005									
122	Fast Growth District Grants	3030									
123	Other Unrestricted Grants-In-Aid From State Sources *(Describe & Itemize)*	3099									
124	**Total Unrestricted Grants-In-Aid**		31,400,000	0	505,000	800,000	0	2,000,000		0	0
125	**RESTRICTED GRANTS-IN-AID (3100-3900)**										
126	**SPECIAL EDUCATION**										
127	Special Education - Private Facility Tuition	3100	600,000								
128	Special Education - Funding for Children Requiring Sp Ed Services	3105									
129	Special Education - Personnel	3110									
130	Special Education - Orphanage - Individual	3120	375,000								
131	Special Education - Orphanage - Summer Individual	3130									
132	Special Education - Summer School	3145									
133	Special Education - Other *(Describe & Itemize)*	3199									
134	**Total Special Education**		975,000	0		0					
135	**CAREER AND TECHNICAL EDUCATION (CTE)**										
136	CTE - Technical Education - Tech Prep	3200									
137	CTE - Secondary Program Improvement (CTEI)	3220									
138	CTE - WECEP	3225									
139	CTE - Agriculture Education	3235									
140	CTE - Instructor Practicum	3240									
141	CTE - Student Organizations	3270									
142	CTE - Other *(Describe & Itemize)*	3299									
143	**Total Career and Technical Education**		0	0			0				
144	**BILINGUAL EDUCATION**										
145	Bilingual Education - Downstate - TPI and TBE	3305									
146	Bilingual Education - Downstate - Transitional Bilingual Education	3310									
147	**Total Bilingual Education**		0				0				
148	State Free Lunch & Breakfast	3360	30,000								
149	School Breakfast Initiative	3365									
150	Driver Education	3370	60,000								
151	Adult Education (from ICCB)	3410									
152	Adult Education - Other *(Describe & Itemize)*	3499									
153	**TRANSPORTATION**										
154	Transportation - Regular and Vocational	3500				1,400,000					
155	Transportation - Special Education	3510				900,000					
156	Transportation - Other *(Describe & Itemize)*	3599									
157	**Total Transportation**		0	0		2,300,000	0				
158	Learning Improvement - Change Grants	3610									
159	Scientific Literacy	3660									
160	Truant Alternative/Optional Education	3695	100,000								

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
161	Early Childhood - Block Grant	3705	750,000								
162	Chicago General Education Block Grant	3766									
163	Chicago Educational Services Block Grant	3767									
164	School Safety & Educational Improvement Block Grant	3775									
165	Technology - Technology for Success	3780									
166	State Charter Schools	3815									
167	Extended Learning Opportunities - Summer Bridges	3825									
168	Infrastructure Improvements - Planning/Construction	3920									
169	School Infrastructure - Maintenance Projects	3925									
170	Other Restricted Revenue from State Sources *(Describe & Itemize)*	3999	23,000								
171	**Total Restricted Grants-In-Aid**		1,938,000	0	0	2,300,000	0	0	0	0	0
172	**Total Receipts/Revenues from State Sources**	**3000**	33,338,000	0	505,000	3,100,000	0	2,000,000	0	0	0
173	**RECEIPTS/REVENUES FROM FEDERAL SOURCES (4000)**										
174	**UNRESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT. (4001-4009)**										
175	Federal Impact Aid	4001									
176	Other Unrestricted Grants-In-Aid Received from Fed. Govt. *(Describe & Itemize)*	4009									
177	**Total Unrestricted Grants-In-Aid Received Directly from Fed Govt**		0	0	0	0	0	0	0	0	0
178	**RESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT (4045-4090)**										
179	Head Start	4045									
180	Construction (Impact Aid)	4050									
181	MAGNET	4060									
182	Other Restricted Grants-In-Aid Received from Fed. Govt. *(Describe & Itemize)*	4090									
183	**Total Restricted Grants-In-Aid Received Directly from Federal Govt.**		0	0		0	0	0			0
184	**RESTRICTED GRANTS-IN-AID RECEIVED FROM FEDERAL GOVT. THRU THE STATE (4100-4999)**										
185	**TITLE V**										
186	Title V - Flexibility and Accountability	4100									
187	Title V - SEA Projects	4105									
188	Title V - Rural Education Initiative (REI)	4107									
189	Title V - Other *(Describe & Itemize)*	4199									
190	**Total Title V**		0	0		0	0				
191	**FOOD SERVICE**										
192	Breakfast Start-Up Expansion	4200									
193	National School Lunch Program	4210	2,400,000								
194	Special Milk Program	4215									
195	School Breakfast Program	4220	685,000								
196	Summer Food Service Admin/Program	4225									
197	Child and Adult Care Food Program	4226									
198	Fresh Fruit and Vegetables	4240									
199	Food Service - Other *(Describe & Itemize)*	4299									
200	**Total Food Service**		3,085,000				0				
201	**TITLE I**										
202	Title I - Low Income	4300	2,000,000								
203	Title I - Low Income - Neglected, Private	4305									
204	Title I - Migrant Education	4340									
205	Title I - Other *(Describe & Itemize)*	4399	50,000								
206	**Total Title I**		2,050,000	0		0	0				
207	**TITLE IV**										
208	Title IV - Student Support & Academic Enrichment Grant	4400	100,000								
209	Title IV - Part A – Student Support & Academic Enrichment Grants Safe and Drug Free Schools	4415									

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
210	Title IV - 21st Century	4421									
211	Title IV - Other *(Describe & Itemize)*	4499									
212	**Total Title IV**		100,000	0		0	0				
213	**FEDERAL - SPECIAL EDUCATION**										
214	Federal Special Education - Preschool Flow-Through	4600	40,000								
215	Federal Special Education - Preschool Discretionary	4605									
216	Federal Special Education - IDEA Flow Through	4620	1,630,000								
217	Federal Special Education - IDEA Room & Board	4625									
218	Federal Special Education - IDEA Discretionary	4630									
219	Federal Special Education - IDEA - Other *(Describe & Itemize)*	4699									
220	**Total Federal Special Education**		1,670,000	0		0	0				
221	**CTE - PERKINS**										
222	CTE - Perkins-Title IIIE Tech Prep	4770									
223	CTE - Other *(Describe & Itemize)*	4799									
224	**Total CTE - Perkins**		0	0			0				
225	Federal - Adult Education	4810									
226	ARRA - General State Aid - Education Stabilization	4850									
227	ARRA - Title I - Low Income	4851									
228	ARRA - Title I - Neglected, Private	4852									
229	ARRA - Title I - Delinquent, Private	4853									
230	ARRA - Title I - School Improvement (Part A)	4854									
231	ARRA - Title I - School Improvement (Section 1003g)	4855									
232	ARRA - IDEA - Part B - Preschool	4856									
233	ARRA - IDEA - Part B - Flow-Through	4857									
234	ARRA - Title IID - Technology - Formula	4860									
235	ARRA - Title IID - Technology - Competitive	4861									
236	ARRA - McKinney - Vento Homeless Education	4862									
237	ARRA - Child Nutrition Equipment Assistance	4863									
238	Impact Aid Formula Grants	4864									
239	Impact Aid Competitive Grants	4865									
240	Qualified Zone Academy Bond Tax Credits	4866									
241	Qualified School Construction Bond Credits	4867									
242	Build America Bond Tax Credits	4868									
243	Build America Bond Interest Reimbursement	4869									
244	ARRA - General State Aid - Other Government Services Stabilization	4870									
245	Other ARRA Funds - II	4871									
246	Other ARRA Funds - III	4872									
247	Other ARRA Funds - IV	4873									
248	Other ARRA Funds - V	4874									
249	ARRA - Early Childhood	4875									
250	Other ARRA Funds - VII	4876									
251	Other ARRA Funds - VIII	4877									
252	Other ARRA Funds - IX	4878									
253	Other ARRA Funds - X	4879									
254	Other ARRA Funds - Ed Job Fund Program	4880									
255	**Total Stimulus Programs**		0	0	0	0	0	0		0	0
256	Race to the Top Program	4901									
257	Race to the Top - Preschool Expansion Grant	4902									
258	Title III - Instruction for English Learners & Immigrant Students	4905	8,700								
259	Title III - English Language Acquistion	4909	50,000								
260	McKinney Education for Homeless Children	4920									
261	Title II - Eisenhower - Professional Development Formula	4930									
262	Title II - Teacher Quality	4932	240,000								
263	Title II - Part A – Supporting Effective Instruction – State Grants	4935									
264	Federal Charter Schools	4960									
265	State Assessment Grants	4981									

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**Description: Enter Whole Numbers Only**	**Acct #**	**Educational**	**Operations & Maintenance**	**Debt Service**	**Transportation**	**Municipal Retirement/ Social Security**	**Capital Projects**	**Working Cash**	**Tort**	**Fire Prevention & Safety**
266	Grant for State Assessments and Related Activities	4982									
267	Medicaid Matching Funds - Administrative Outreach	4991	575,000								
268	Medicaid Matching Funds - Fee-For-Service Program	4992	160,000								
269	Other Restricted Grants Received from Fed. Govt. thru State *(Describe & Itemize)*	4998	2,084,678					2,500			
270	**Total Restricted Grants-In-Aid Received from Federal Govt. Thru the State**		10,023,378	0	0	0	0	2,500		0	0
271	**TOTAL RECEIPTS/REVENUES FROM FEDERAL SOURCES**	**4000**	10,023,378	0	0	0	0	2,500	0	0	0
272	**TOTAL DIRECT RECEIPTS/REVENUES (without Student Activity Funds 1799)**		72,562,528	6,443,000	2,835,000	5,250,000	2,700,000	3,852,500	930,000	4,250,000	570,000
273	**TOTAL DIRECT RECEIPTS/REVENUES (with Student Activity Funds 1799)**		72,962,528								

	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	Description: Enter Whole Numbers Only	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
3	**10 - EDUCATIONAL FUND (ED)**										
4	**INSTRUCTION (ED)**	**1000**									
5	Regular Programs	1100	22,269,636	3,175,847	292,066	1,118,754	27,000	12,200	20,000		26,915,503
6	Tuition Payment to Charter Schools	1115									0
7	Pre-K Programs	1125	579,663	177,753	4,429	200					762,045
8	Special Education Programs (Functions 1200 - 1220)	1200	11,199,500	1,880,188	163,834	95,680	11,439				13,350,641
9	Special Education Programs Pre-K	1225	450,000	64,100							514,100
10	Remedial and Supplemental Programs K-12	1250	1,228,685	269,154	167,800	104,600	10,000				1,780,239
11	Remedial and Supplemental Programs Pre-K	1275									0
12	Adult/Continuing Education Programs	1300									0
13	CTE Programs	1400	1,189,000	162,250	450	51,400	60,000		1,000		1,464,100
14	Interscholastic Programs	1500	777,973	52,982	183,900	99,250	15,000	39,900			1,169,005
15	Summer School Programs	1600	36,000	1,000							37,000
16	Gifted Programs	1650									0
17	Driver's Education Programs	1700	290,000	19,440	8,000	8,000	25,000				350,440
18	Bilingual Programs	1800	1,558,800	221,660	500						1,780,960
19	Truant Alternative & Optional Programs	1900									0
20	Pre-K Programs - Private Tuition	1910									0
21	Regular K-12 Programs Private Tuition	1911									0
22	Special Education Programs K-12 Private Tuition	1912									0
23	Special Education Programs Pre-K Tuition	1913									0
24	Remedial/Supplemental Programs K-12 Private Tuition	1914									0
25	Remedial/Supplemental Programs Pre-K Private Tuition	1915									0
26	Adult/Continuing Education Programs Private Tuition	1916									0
27	CTE Programs Private Tuition	1917									0
28	Interscholastic Programs Private Tuition	1918									0
29	Summer School Programs Private Tuition	1919									0
30	Gifted Programs Private Tuition	1920									0
31	Bilingual Programs Private Tuition	1921									0
32	Truants Alternative/Opt Ed Programs Private Tuition	1922									0
33	Student Activity Fund Expenditures	1999						400,000			400,000
34	**Total Instruction[14] (Without Student Activity Funds 1999)**	**1000**	39,579,257	6,024,374	820,979	1,477,884	148,439	52,100	21,000	0	48,124,033
35	**Total Instruction14 (With Student Activity Funds 1999)**	**1000**	39,579,257	6,024,374	820,979	1,477,884	148,439	452,100	21,000	0	48,524,033
36	**SUPPORT SERVICES (ED)**	**2000**									
37	**Support Services - Pupil**	**2100**									
38	Attendance & Social Work Services	2110	1,371,000	196,950	5,500	3,500					1,576,950
39	Guidance Services	2120	594,000	86,710		11,800					692,510
40	Health Services	2130	1,183,600	247,550	153,990	12,250					1,597,390
41	Psychological Services	2140	480,000	71,000	3,600	5,000					559,600
42	Speech Pathology & Audiology Services	2150	160,000	35,360		10,000					205,360
43	Other Support Services - Pupils *(Describe & Itemize)*	2190									0
44	**Total Support Services - Pupil**	**2100**	3,788,600	637,570	163,090	42,550	0	0	0	0	4,631,810
45	**Support Services - Instructional Staff**	**2200**									
46	Improvement of Instruction Services	2210	252,863	28,302	303,493	14,600					599,258
47	Educational Media Services	2220	359,000	67,846	29,450	48,000					504,296
48	Assessment & Testing	2230									0
49	**Total Support Services - Instructional Staff**	**2200**	611,863	96,148	332,943	62,600	0	0	0	0	1,103,554
50	**Support Services - General Administration**	**2300**									
51	Board of Education Services	2310	383,000	140,522	172,500	69,500		21,000			786,522
52	Executive Administration Services	2320	283,808	25,750	14,000	5,200		2,400			331,158
53	Special Area Administration Services	2330	73,194	20,520	1,500	6,000		3,600			104,814
54	Tort Immunity Services	2361, 2365									0
55	**Total Support Services - General Administration**	**2300**	740,002	186,792	188,000	80,700	0	27,000	0	0	1,222,494
56	**Support Services - School Administration**	**2400**									
57	Office of the Principal Services	2410	3,197,100	479,596	23,650	38,950		12,000	3,500		3,754,796
58	Other Support Services - School Administration *(Describe & Itemize)*	2490									0
59	**Total Support Services - School Administration**	**2400**	3,197,100	479,596	23,650	38,950	0	12,000	3,500	0	3,754,796

	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	Description: Enter Whole Numbers Only	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
60	**Support Services - Business**	**2500**									
61	Direction of Business Support Services	2510	121,700	11,021	2,500	2,000		400			137,621
62	Fiscal Services	2520	262,000	44,087	42,000	1,900			500		350,487
63	Operation & Maintenance of Plant Services	2540	1,995,000	481,657	10,000						2,486,657
64	Pupil Transportation Services	2550			54,525						54,525
65	Food Services	2560	42,000	11,000	2,800,000	11,000					2,864,000
66	Internal Services	2570	99,000	18,050	10,000	11,600					138,650
67	**Total Support Services - Business**	**2500**	2,519,700	565,815	2,919,025	26,500	0	400	500	0	6,031,940
68	**Support Services - Central**	**2600**									
69	Direction of Central Support Services	2610									0
70	Planning, Research, Development & Evaluation Services	2620	426,000	50,350							476,350
71	Information Services	2630									0
72	Staff Services	2640	692,300	92,485	123,200	15,950		3,400			927,335
73	Data Processing Services	2660	663,000	153,022	462,376	103,000	268,000	20,000			1,669,398
74	**Total Support Services - Central**	**2600**	1,781,300	295,857	585,576	118,950	268,000	23,400	0	0	3,073,083
75	**Other Support Services - Misc.** *(Describe & Itemize)*	**2900**	108,200	13,380		2,000					123,580
76	**Total Support Services**	**2000**	12,746,765	2,275,158	4,212,284	372,250	268,000	62,800	4,000	0	19,941,257
77	**COMMUNITY SERVICES (ED)**	**3000**	207,999	52,010	247,036	131,897					638,942
78	**PAYMENTS TO OTHER DIST & GOVT UNITS (ED)**	**4000**									
79	**Payments to Other Dist & Govt Units (In-State)**	**4100**									
80	Payments for Regular Programs	4110									0
81	Payments for Special Education Programs	4120									0
82	Payments for Adult/Continuing Education Programs	4130									0
83	Payments for CTE Programs	4140									0
84	Payments for Community College Programs	4170									0
85	Other Payments to In-State Govt Units - Programs *(Describe & Itemize)*	4190			6,800						6,800
86	**Total Payments to Other Dist & Govt Units (In-State)**	**4100**			6,800			0			6,800
87	Payments for Regular Programs - Tuition	4210									0
88	Payments for Special Education Programs - Tuition	4220						2,360,000			2,360,000
89	Payments for Adult/Continuing Education Programs - Tuition	4230									0
90	Payments for CTE Programs - Tuition	4240						800,000			800,000
91	Payments for Community College Programs - Tuition	4270									0
92	Payments for Other Programs - Tuition	4280									0
93	Other Payments to In-State Govt Units - Tuition *(Describe & Itemize)*	4290									0
94	**Total Payments to Other Dist & Govt Units - Tuition (In State)**	**4200**						3,160,000			3,160,000
95	Payments for Regular Programs - Transfers	4310									0
96	Payments for Special Education Programs - Transfers	4320									0
97	Payments for Adult/Continuing Ed Programs - Transfers	4330									0
98	Payments for CTE Programs - Transfers	4340									0
99	Payments for Community College Program - Transfers	4370									0
100	Payments for Other Programs - Transfers	4380									0
101	Other Payments to In-State Govt Units - Transfers *(Describe & Itemize)*	4390									0
102	**Total Payments to Other Dist & Govt Units-Transfers (In State)**	**4300**			0			0			0
103	Payments to Other Dist & Govt Units (Out of State)	4400									0
104	**Total Payments to Other Dist & Govt Units**	**4000**			6,800			3,160,000			3,166,800
105	**DEBT SERVICE (ED)**	**5000**									
106	**Debt Service - Interest on Short-Term Debt**	**5100**									
107	Tax Anticipation Warrants	5110									0
108	Tax Anticipation Notes	5120									0
109	Corporate Personal Property Repl Tax Anticipated Notes	5130									0
110	State Aid Anticipation Certificates	5140									0
111	Other Interest on Short-Term Debt *(Describe & Itemize)*	5150									0
112	**Total Debt Service - Interest on Short-Term Debt**	**5100**						0			0
113	**Debt Service - Interest on Long-Term Debt**	**5200**									0
114	**Total Debt Service**	**5000**						0			0
115	**PROVISION FOR CONTINGENCIES (ED)**	**6000**									0
116	**Total Direct Disbursements/Expenditures (without Student Activity Funds (1999)**		52,534,021	8,351,542	5,287,099	1,982,031	416,439	3,274,900	25,000	0	71,871,032

	A	B	C	D	E	F	G	H	I	J	K
1	Description: Enter Whole Numbers Only	Funct #	(100) Salaries	(200) Employee Benefits	(300) Purchased Services	(400) Supplies & Materials	(500) Capital Outlay	(600) Other Objects	(700) Non-Capitalized Equipment	(800) Termination Benefits	(900) Total
17	**Total Direct Disbursements/Expenditures (with Student Activity Funds (1999)**		52,534,021	8,351,542	5,287,099	1,982,031	416,439	3,674,900	25,000	0	72,271,032
18	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures (without Student Activity Funds 1999)**										691,496
19	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures (with Student Activity Funds 1999)**										691,496
20											
21	**20 - OPERATIONS AND MAINTENANCE FUND (O&M)**										
22	**SUPPORT SERVICES (O&M)**	**2000**									
23	**Support Services - Pupil**	**2100**									
24	Other Support Services - Pupils *(Describe & Itemize)*	2190									0
25	**Support Services - Business**	**2500**									
26	Direction of Business Support Services	2510									0
27	Facilities Acquisition & Construction Services	2530			254,000		2,930,000				3,184,000
28	Operation & Maintenance of Plant Services	2540	663,500	108,220	901,440	2,015,500	830,000		80,000		4,598,660
29	Pupil Transportation Services	2550					55,000		20,000		75,000
30	Food Services	2560									0
31	**Total Support Services - Business**	**2500**	663,500	108,220	1,155,440	2,015,500	3,815,000	0	100,000	0	7,857,660
32	**Other Support Services - Misc.** *(Describe & Itemize)*	**2900**									0
33	**Total Support Services**	**2000**	663,500	108,220	1,155,440	2,015,500	3,815,000	0	100,000	0	7,857,660
34	**COMMUNITY SERVICES (O&M)**	**3000**									0
35	**PAYMENTS TO OTHER DIST & GOVT UNITS (O&M)**	**4000**									
36	**Payments to Other Dist & Govt Units (In-State)**	**4100**									
37	Payments for Regular Programs	4110									0
38	Payments for Special Education Programs	4120									0
39	Payments for CTE Program	4140						41,000			41,000
40	Other Payments to In-State Govt Units - Programs *(Describe & Itemize)*	4190									0
41	**Total Payments to Other Dist & Govt Units (In-State)**	**4100**			0			41,000			41,000
42	Payments to Other Dist & Govt Units (Out of State) [14]	4400									0
43	**Total Payments to Other Dist & Govt Unit**	**4000**			0			41,000			41,000
44	**DEBT SERVICE (O&M)**	**5000**									
45	**Debt Service - Interest on Short-Term Debt**	**5100**									
46	Tax Anticipation Warrants	5110									0
47	Tax Anticipation Notes	5120									0
48	Corporate Personal Prop Repl Tax Anticipated Notes	5130									0
49	State Aid Anticipation Certificates	5140									0
50	Other Interest on Short-Term Debt *(Describe & Itemize)*	5150									0
51	**Total Debt Service - Interest on Short-Term Debt**	**5100**						0			0
52	**Debt Service - Interest on Long-Term Debt**	**5200**									0
53	**Total Debt Service**	**5000**						0			0
54	**PROVISION FOR CONTINGENCIES (O&M)**	**6000**									0
55	**Total Direct Disbursements/Expenditures**		663,500	108,220	1,155,440	2,015,500	3,815,000	41,000	100,000	0	7,898,660
56	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										(1,455,660)
57											
58	**30 - DEBT SERVICE FUND (DS)**										
59	**PAYMENTS TO OTHER DIST & GOVT UNITS (DS)**	**4000**									
60	**Payments to Other Dist & Govt Units (In-State)**	**4100**									
61	Payments for Regular Programs	4110									0
62	Payments for Special Education Programs	4120									0
63	Other Payments to In-State Govt Units - Programs *(Describe & Itemize)*	4190									0
64	**Total Payments to Other Dist & Govt Units (In-State)**	**4000**						0			0
65	**DEBT SERVICE (DS)**	**5000**									
66	**Debt Service - Interest on Short-Term Debt**	**5100**									
67	Tax Anticipation Warrants	5110						87,500			87,500
68	Tax Anticipation Notes	5120									0
69	Corporate Personal Prop Repl Tax Anticipation Notes	5130									0
70	State Aid Anticipation Certificates	5140									0

	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	Description: Enter Whole Numbers Only	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
171	Other Interest on Short-Term Debt *(Describe & Itemize)*	5150									0
172	**Total Debt Service - Interest On Short-Term Debt**	**5100**						87,500			87,500
173	**Debt Service - Interest on Long-Term Debt**	**5200**						42,000			42,000
174	**Debt Service - Payments of Principal on Long-Term Debt [15] (Lease/Purchase Principal Retired)** *(Describe & Itemize)*	**5300**						3,200,000			3,200,000
175	**Debt Service - Other** *(Describe & Itemize)*	**5400**									0
176	**Total Debt Service**	**5000**			0			3,329,500			3,329,500
177	**PROVISION FOR CONTINGENCIES (DS)**	**6000**									0
178	**Total Direct Disbursements/Expenditures**				0			3,329,500			3,329,500
179	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										(494,500)
180											
181	**40 - TRANSPORTATION FUND (TR)**										
182	**SUPPORT SERVICES (TR)**	**2000**									
183	**Support Services - Pupils**	**2100**									
184	Other Support Services - Pupils *(Describe & Itemize)*	2190									0
185	**Support Services - Business**										
186	Pupil Transportation Services	2550			6,045,528	222,000	200,000				6,467,528
187	Other Support Services - Business *(Describe & Itemize)*	2900									0
188	**Total Support Services**	**2000**	0	0	6,045,528	222,000	200,000	0	0	0	6,467,528
189	**COMMUNITY SERVICES (TR)**	**3000**									0
190	**PAYMENTS TO OTHER DIST & GOVT UNITS (TR)**	**4000**									
191	**Payments to Other Dist & Govt Units (In-State)**	**4100**									
192	Payments for Regular Program	4110									0
193	Payments for Special Education Programs	4120									0
194	Payments for Adult/Continuing Education Programs	4130									0
195	Payments for CTE Programs	4140						29,000			29,000
196	Payments for Community College Programs	4170									0
197	Other Payments to In-State Govt Units - Programs *(Describe & Itemize)*	4190									0
198	**Total Payments to Other Dist & Govt Units (In-State)**	**4100**			0			29,000			29,000
199	**Payments to Other Dist & Govt Units (Out-of-State)** *(Describe & Itemize)*	**4400**									0
200	**Total Payments to Other Dist & Govt Units**	**4000**			0			29,000			29,000
201	**DEBT SERVICE (TR)**	**5000**									
202	**Debt Service - Interest on Short-Term Debt**	**5100**									
203	Tax Anticipation Warrants	5110									0
204	Tax Anticipation Notes	5120									0
205	Corporate Personal Prop Repl Tax Anticipation Notes	5130									0
206	State Aid Anticipation Certificates	5140									0
207	Other Interest on Short-Term Debt *(Describe & Itemize)*	5150									0
208	**Total Debt Service - Interest On Short-Term Debt**	**5100**						0			0
209	**Debt Service - Interest on Long-Term Debt**	**5200**									0
210	**Debt Service - Payments of Principal on Long-Term Debt [15] (Lease/Purchase Principal Retired)** *(Describe & Itemize)*	**5300**									0
211	**Debt Service - Other** *(Describe & Itemize)*	**5400**									0
212	**Total Debt Service**	**5000**						0			0
213	**PROVISION FOR CONTINGENCIES (TR)**	**6000**									0
214	**Total Direct Disbursements/Expenditures**		0	0	6,045,528	222,000	200,000	29,000	0	0	6,496,528
215	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										(1,246,528)
216											
217	**50 - MUNICIPAL RETIREMENT/SOC SEC FUND (MR/SS)**										
218	**INSTRUCTION (MR/SS)**	**1000**									
219	Regular Program	1100		274,100							274,100
220	Pre-K Programs	1125		122,500							122,500
221	Special Education Programs (Functions 1200-1220)	1200		597,900							597,900
222	Special Education Programs Pre-K	1225		6,000							6,000
223	Remedial and Supplemental Programs K-12	1250									0

	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	Description: Enter Whole Numbers Only	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
224	Remedial and Supplemental Programs Pre-K	1275									
225	Adult/Continuing Education Programs	1300									0
226	CTE Programs	1400		17,300							0
227	Interscholastic Programs	1500		42,600							17,300
228	Summer School Programs	1600		600							42,600
229	Gifted Programs	1650									600
230	Driver's Education Programs	1700		5,500							0
231	Bilingual Programs	1800		27,500							5,500
232	Truant Alternative & Optional Programs	1900									27,500
233	**Total Instruction**	**1000**		1,094,000							0
234	**SUPPORT SERVICES (MR/SS)**	**2000**									1,094,000
235	**Support Services - Pupil**	**2100**									
236	Attendance & Social Work Services	2110		30,100							30,100
237	Guidance Services	2120		10,000							10,000
238	Health Services	2130		146,550							146,550
239	Psychological Services	2140		7,500							7,500
240	Speech Pathology & Audiology Services	2150		2,200							2,200
241	Other Support Services - Pupils *(Describe & Itemize)*	2190									0
242	**Total Support Services - Pupil**	**2100**		196,350							196,350
243	**Support Services - Instructional Staff**	**2200**									
244	Improvement of Instruction Services	2210		2,150							2,150
245	Educational Media Services	2220		39,900							39,900
246	Assessment & Testing	2230									0
247	**Total Support Services - Instructional Staff**	**2200**		42,050							42,050
248	**Support Services - General Administration**	**2300**									
249	Board of Education Services	2310		63,660							63,660
250	Executive Administration Services	2320		20,000							20,000
251	Special Area Administrative Services	2330		2,900							2,900
252	Claims Paid from Self Insurance Fund	2361									0
253	Risk Management and Claims Services Payments	2365		17,070							17,070
254	**Total Support Services - General Administration**	**2300**		103,630							103,630
255	**Support Services - School Administration**	**2400**									
256	Office of the Principal Services	2410		227,350							227,350
257	Other Support Services - School Administration *(Describe & Itemize)*	2490									0
258	**Total Support Services - School Administration**	**2400**		227,350							227,350
259	**Support Services - Business**	**2500**									
260	Direction of Business Support Services	2510		36,500							36,500
261	Fiscal Services	2520		51,500							51,500
262	Facilities Acquisition & Construction Services	2530									0
263	Operation & Maintenance of Plant Service	2540		447,100							447,100
264	Pupil Transportation Services	2550									0
265	Food Services	2560		10,800							10,800
266	Internal Services	2570		18,750							18,750
267	**Total Support Services - Business**	**2500**		564,650							564,650
268	**Support Services - Central**	**2600**									
269	Direction of Central Support Services	2610									0
270	Planning, Research, Development & Evaluation Services	2620		25,000							25,000
271	Information Services	2630									0
272	Staff Services	2640		65,703							65,703
273	Data Processing Services	2660		119,800							119,800
274	**Total Support Services - Central**	**2600**		210,503							210,503
275	**Other Support Services - Misc.** *(Describe & Itemize)*	**2900**		1,500							1,500
276	**Total Support Services**	**2000**		1,346,033							1,346,033
277	**COMMUNITY SERVICES (MR/SS)**	**3000**		14,800							14,800
278	**PAYMENTS TO OTHER DIST & GOVT UNITS (MR/SS)**	**4000**									
279	Payments for Regular Programs	4110									0
280	Payments for Special Education Programs	4120									0
281	Payments for CTE Programs	4140									0

	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	Description: Enter Whole Numbers Only	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
282	**Total Payments to Other Dist & Govt Units**	**4000**		0							0
283	**DEBT SERVICE (MR/SS)**	**5000**									
284	**Debt Service - Interest on Short-Term Debt**	**5100**									
285	Tax Anticipation Warrants	5110									0
286	Tax Anticipation Notes	5120									0
287	Corporate Personal Prop Repl Tax Anticipation Notes	5130									0
288	State Aid Anticipation Certificates	5140									0
289	Other Interest on Short-Term Debt *(Describe & Itemize)*	5150									0
290	**Total Debt Service**	**5000**						0			0
291	**PROVISION FOR CONTINGENCIES (MR/SS)**	**6000**									0
292	**Total Direct Disbursements/Expenditures**			2,454,833				0			2,454,833
293	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										245,167
294											
295	**60 - CAPITAL PROJECTS (CP)**										
296	**SUPPORT SERVICES (CP)**	**2000**									
297	**Support Services - Business**										
298	Facilities Acquisition & Construction Services	2530			1,200,000		5,820,000				7,020,000
299	Other Support Services - Business *(Describe & Itemize)*	2900									0
300	**Total Support Services**	**2000**	0	0	1,200,000	0	5,820,000	0	0		7,020,000
301	**PAYMENTS TO OTHER DIST & GOVT UNITS (CP)**	**4000**									
302	**Payments to Other Dist & Govt Units (In-State)**	**4100**									
303	Payments to Regular Programs	4110									0
304	Payment for Special Education Programs	4120									0
305	Payment for CTE Programs	4140									0
306	Payments to Other Govt Units - Programs (In-State) *(Describe & Itemize)*	4190									0
307	**Total Payments to Other Districts & Govt Units**	**4000**			0			0			0
308	**PROVISION FOR CONTINGENCIES (CP)**	**6000**									0
309	**Total Direct Disbursements/Expenditures**		0	0	1,200,000	0	5,820,000	0	0		7,020,000
310	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										(3,167,500)
311											
312	**70 WORKING CASH FUND (WC)**										
313											
314	**80 - TORT FUND (TF)**										
315	**INSTRUCTION (TF)**	**1000**									
316	Regular Programs	1100									0
317	Tuition Payment to Charter Schools	1115									0
318	Pre-K Programs	1125									0
319	Special Education Programs (Functions 1200 - 1220)	1200									0
320	Special Education Programs Pre-K	1225									0
321	Remedial and Supplemental Programs K-12	1250									0
322	Remedial and Supplemental Programs Pre-K	1275									0
323	Adult/Continuing Education Programs	1300									0
324	CTE Programs	1400									0
325	Interscholastic Programs	1500									0
326	Summer School Programs	1600									0
327	Gifted Programs	1650									0
328	Driver's Education Programs	1700									0
329	Bilingual Programs	1800									0
330	Truant Alternative & Optional Programs	1900									0
331	Pre-K Programs - Private Tuition	1910									0
332	Regular K-12 Programs Private Tuition	1911									0
333	Special Education Programs K-12 Private Tuition	1912									0
334	Special Education Programs Pre-K Tuition	1913									0
335	Remedial/Supplemental Programs K-12 Private Tuition	1914									0
336	Remedial/Supplemental Programs Pre-K Private Tuition	1915									0
337	Adult/Continuing Education Programs Private Tuition	1916									0
338	CTE Programs Private Tuition	1917									0

	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	Description: Enter Whole Numbers Only	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
339	Interscholastic Programs Private Tuition	1918									0
340	Summer School Programs Private Tuition	1919									0
341	Gifted Programs Private Tuition	1920									0
342	Bilingual Programs Private Tuition	1921									0
343	Truants Alternative/Opt Ed Programs Private Tuition	1922									0
344	**Total Instruction**[14]	**1000**	0	0	0	0	0	0	0	0	0
345	**SUPPORT SERVICES (TF)**	**2000**									
346	**Support Services - Pupil**	**2100**									
347	Attendance & Social Work Services	2110									0
348	Guidance Services	2120									0
349	Health Services	2130									0
350	Psychological Services	2140									0
351	Speech Pathology & Audiology Services	2150									0
352	Other Support Services - Pupils *(Describe & Itemize)*	2190									0
353	**Total Support Services - Pupil**	**2100**	0	0	0	0	0	0	0	0	0
354	**Support Services - Instructional Staff**	**2200**									
355	Improvement of Instruction Services	2210									0
356	Educational Media Services	2220									0
357	Assessment & Testing	2230									0
358	**Total Support Services - Instructional Staff**	**2200**	0	0	0	0	0	0	0	0	0
359	**Support Services - General Administration**	**2300**									
360	Board of Education Services	2310			805,000		10,000				815,000
361	Executive Administration Services	2320									0
362	Special Area Administration Services	2330									0
363	Claims Paid from Self Insurance Fund	2361									0
364	Risk Management and Claims Services Payments	2365	230,000	23,450	1,356,000	40,500					1,649,950
365	**Total Support Services - General Administration**	**2300**	230,000	23,450	2,161,000	40,500	10,000	0	0	0	2,464,950
366	**Support Services - School Administration**	**2400**									
367	Office of the Principal Services	2410	350,000	16,330							366,330
368	Other Support Services - School Administration *(Describe & Itemize)*	2490									0
369	**Total Support Services - School Administration**	**2400**	350,000	16,330	0	0	0	0	0	0	366,330
370	**Support Services - Business**	**2500**									
371	Direction of Business Support Services	2510									0
372	Fiscal Services	2520									0
373	Facilities Acquisition & Construction Services	2530									0
374	Operation & Maintenance of Plant Services	2540									0
375	Pupil Transportation Services	2550			200,000						200,000
376	Food Services	2560									0
377	Internal Services	2570									0
378	**Total Support Services - Business**	**2500**	0	0	200,000	0	0	0	0	0	200,000
379	**Support Services - Central**	**2600**									
380	Direction of Central Support Services	2610									0
381	Planning, Research, Development & Evaluation Services	2620									0
382	Information Services	2630									0
383	Staff Services	2640	350,000	6,220							356,220
384	Data Processing Services	2660			25,000						25,000
385	**Total Support Services - Central**	**2600**	350,000	6,220	25,000	0	0	0	0	0	381,220
386	**Other Support Services - Misc.** *(Describe & Itemize)*	**2900**									0
387	**Total Support Services**	**2000**	930,000	46,000	2,386,000	40,500	10,000	0	0	0	3,412,500
388	**COMMUNITY SERVICES (TF)**	**3000**									0
389	**PAYMENTS TO OTHER DIST & GOVT UNITS (TF)**	**4000**									
390	**Payments to Other Dist & Govt Units (In-State)**	4100									
391	Payments for Regular Programs	4110									0
392	Payments for Special Education Programs	4120									0
393	Payments for Adult/Continuing Education Programs	4130									0
394	Payments for CTE Programs	4140									0
395	Payments for Community College Programs	4170									0

	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	**Description: Enter Whole Numbers Only**	**Funct #**	**Salaries**	**Employee Benefits**	**Purchased Services**	**Supplies & Materials**	**Capital Outlay**	**Other Objects**	**Non-Capitalized Equipment**	**Termination Benefits**	**Total**
396	Other Payments to In-State Govt Units - Programs *(Describe & Itemize)*	4190									
397	**Total Payments to Other Dist & Govt Units (In-State)**	**4100**			0			0			0
398	Payments for Regular Programs - Tuition	4210									0
399	Payments for Special Education Programs - Tuition	4220									0
400	Payments for Adult/Continuing Education Programs - Tuition	4230									0
401	Payments for CTE Programs - Tuition	4240									0
402	Payments for Community College Programs - Tuition	4270									0
403	Payments for Other Programs - Tuition	4280									0
404	Other Payments to In-State Govt Units - Tuition *(Describe & Itemize)*	4290									0
405	**Total Payments to Other Dist & Govt Units - Tuition (In State)**	**4200**						0			0
406	Payments for Regular Programs - Transfers	4310									0
407	Payments for Special Education Programs - Transfers	4320									0
408	Payments for Adult/Continuing Ed Programs - Transfers	4330									0
409	Payments for CTE Programs - Transfers	4340									0
410	Payments for Community College Program - Transfers	4370									0
411	Payments for Other Programs - Transfers	4380									0
412	Other Payments to In-State Govt Units - Transfers *(Describe & Itemize)*	4390									0
413	**Total Payments to Other Dist & Govt Units-Transfers (In State)**	**4300**			0			0			0
414	Payments to Other Dist & Govt Units (Out of State)	4400									0
415	**Total Payments to Other Dist & Govt Units**	**4000**			0			0			0
416	**DEBT SERVICE (TF)**	**5000**									
417	**Debt Service - Interest on Short-Term Debt**										
418	Tax Anticipation Warrants	5110									0
419	Tax Anticipation Notes	5120									0
420	Corporate Personal Property Replacement Tax Anticipation Notes	5130									0
421	State Aid Anticipation Certificates	5140									0
422	Other Interest or Short-Term Debt *(Describe & Itemize)*	5150									0
423	**Debt Service - Interest on Long-Term Debt**	**5200**									0
424	**Debt Service - Payments of Principal on Long-Term Debt [15] (Lease/Purchase Principal Retired)** *(Describe & Itemize)*	**5300**									0
425	**Debt Service - Other** *(Describe & Itemize)*	**5400**									0
426	**Total Debt Service**	**5000**			0			0			0
427	**PROVISION FOR CONTINGENCIES (TF)**	**6000**									0
428	**Total Direct Disbursements/Expenditures**		930,000	46,000	2,386,000	40,500	10,000	0	0	0	3,412,500
429	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										837,500
430											
431	**90 - FIRE PREVENTION & SAFETY FUND (FP&S)**										
432	**SUPPORT SERVICES (FP&S)**	**2000**									
433	**Support Services - Business**	**2500**									
434	Facilities Acquisition & Construction Services	2530			33,000		585,000				618,000
435	Operation & Maintenance of Plant Service	2540									0
436	**Total Support Services - Business**	**2500**	0	0	33,000	0	585,000	0	0		618,000
437	**Other Support Services - Misc.** *(Describe & Itemize)*	**2900**									0
438	**Total Support Services**	**2000**	0	0	33,000	0	585,000	0	0		618,000
439	**PAYMENTS TO OTHER DISTRICTS & GOVT UNITS (FP&S)**	**4000**									
440	Payments to Regular Programs	4110									0
441	Payments to Special Education Programs	4120									0
442	Other Payments to In-State Govt Units - Programs *(Describe & Itemize)*	4190									0
443	**Total Payments to Other Districts & Govt Units (FPS)**	**4000**						0			0
444	**DEBT SERVICE (FP&S)**	**5000**									
445	**Debt Service - Interest on Short-Term Debt**	**5100**									
446	Tax Anticipation Warrants	5110									0
447	Other Interest on Short-Term Debt *(Describe & Itemize)*	5150									0
448	**Total Debt Service - Interest on Short-Term Debt**	**5100**						0			0
449	**Debt Service - Interest on Long-Term Debt**	**5200**									0
450	**Debt Service - Payments of Principal on Long-Term Debt [15] (Lease/Purchase Principal Retired)** *(Describe & Itemize)*	**5300**									0

	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	Description: Enter Whole Numbers Only	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
151	Total Debt Service	5000						0			0
152	PROVISIONS FOR CONTINGENCIES (FP&S)	6000									0
153	Total Direct Disbursements/Expenditures		0	0	33,000	0	585,000	0	0		618,000
154	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										(48,000)

	B	C	D	E	F	G	H
1	**If there is an amount in column C or column G, please describe the type of revenue or expenditure in column D or column H.**						
2	**Revenue Check:**	OK					
3	**Expenditure Check:**	OK					
4	**Revenues Acct. (EstRev tab)**	**Amount**	**Describe Revenue**		**Expenditures Fund-Function (EstExp tab)**	**Amount**	**Describe Expenditures**
5	**1190**				**10-2190**		
6	**1290**				**10-2490**		
7	**1614**				**10-2900**	**$ 123,580**	Instructional Technology Intergrator for Schools
8	**1690**				**10-4190**	**$ 6,800**	Title II Registration for Non-Public Teachers to attend PD
9	**1790**	**$ 33,000**	Vehicle Parking Sticker Salies		**10-4290**		
10	**1819**				**10-4390**		
11	**1829**				**10-4400**		
12	**1890**				**10-5150**		
13	**1993**				**20-2190**		
14	**1999**				**20-2900**		
15	**2300**				**20-4190**		
16	**3099**				**20-4400**		
17	**3199**				**20-5150**		
18	**3299**				**30-4190**		
19	**3499**				**30-5150**		
20	**3599**				**30-5300**	**$ 3,200,000**	Payment of Principal on Long Term Debt
21	**3999**	**$ 23,000**	Library Grant and Garden Grant		**30-5400**		
22	**4009**				**40-2190**		
23	**4090**				**40-2900**		
24	**4199**				**40-4190**		
25	**4299**				**40-4400**		
26	**4399**	**$ 50,000**	School Improvement		**40-5150**		
27	**4499**				**40-5300**		
28	**4699**				**40-5400**		
29	**4799**				**50-2190**		
30	**4998**	**$ 2,087,178**	ESSER III, ARP Com Part, ARP IDEA, Stronger Connections		**50-2490**		
31					**50-2900**	**$ 1,500**	Bendfits on Instructional Tech Integrator position
32					**50-5150**		
33					**60-2900**		
34					**60-4190**		
35					**80-2190**		
36					**80-2490**		
37					**80-2900**		
38					**80-4190**		
39					**80-4290**		
40					**80-4390**		
41					**80-4400**		
42					**80-5150**		
43					**80-5300**		
44					**80-5400**		
45					**90-2900**		
46					**90-4190**		
47					**90-5150**		
48					**90-5300**		

DEFICIT BUDGET SUMMARY INFORMATION - Operating Funds Only (School Districts Only)					
Description	EDUCATIONAL FUND (10)	OPERATIONS & MAINTENANCE FUND (20)	TRANSPORTATION FUND (40)	WORKING CASH FUND (70)	TOTAL
Direct Revenues	72,562,528	6,443,000	5,250,000	930,000	**85,185,528**
Direct Expenditures	71,871,032	7,898,660	6,496,528		**86,266,220**
Difference	691,496	(1,455,660)	(1,246,528)	930,000	**(1,080,692)**
Estimated Fund Balance - June 30, 2025	26,070,848	6,010,791	1,068,412	11,095,663	**44,245,714**

Unbalanced budget; however, a Deficit Reduction Plan is not required at this time.

A deficit reduction plan is required if the local board of education adopts (or amends) the 2024-2025 school district budget in which the "operating funds" listed above result in direct revenues (line 9, BudgetSum 2-4) being less than direct expenditures (line 19, BudgetSum 2-4) by an amount equal to or greater than one-third (1/3) of the ending fund balance (line 81, BudgetSum 2-4).

Note: *The balance is determined using only the four funds listed above. That is, if the estimated ending fund balance is less than three times the deficit spending, the district must adopt and file with ISBE a deficit reduction plan to balance the shortfall within three years.*

Per School Code (105 ILCS 5/17-1) - If the Deficit AFR Summary Information tab from the 2023-2024 Annual Financial Report (AFR) reflects a deficit as defined above, then the school district shall adopt and submit a deficit reduction plan (found here on page 23-27) to ISBE within 30 days after acceptance of the AFR.

The deficit reduction plan, if required, is developed using ISBE guidelines and format.

	A	B	C	D	E	F	G
1	**School Districts Only*		DEFICIT REDUCTION PLAN				
2			ESTIMATED BUDGET				
3	*41057010026*		FY2024-2025				
4	*District Number*						
5	*Collinsville CUSD 10*						
6	*District Name*		Educational Fund	Operations & Maintenance Fund	Transportation Fund	Working Cash Fund	Total
7	ESTIMATED BEGINNING FUND BALANCE *(must equal prior Ending Fund Balance)*		25,379,352	7,966,451	2,314,940	10,380,663	46,041,406
8	RECEIPTS/REVENUES	Acct #					
9	LOCAL SOURCES	1000	29,024,150	6,443,000	2,150,000	930,000	38,547,150
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000	177,000	0	0		177,000
11	STATE SOURCES	3000	33,338,000	0	3,100,000	0	36,438,000
12	FEDERAL SOURCES	4000	10,023,378	0	0	0	10,023,378
13	Total Receipts/Revenues		72,562,528	6,443,000	5,250,000	930,000	85,185,528
14	DISBURSEMENTS/EXPENDITURES	Funct #					
15	INSTRUCTION	1000	48,124,033				48,124,033
16	SUPPORT SERVICES	2000	19,941,257	7,857,660	6,467,528		34,266,445
17	COMMUNITY SERVICES	3000	638,942	0	0		638,942
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000	3,166,800	41,000	29,000		3,236,800
19	DEBT SERVICES	5000	0	0	0		0
20	PROVISION FOR CONTINGENCIES	6000	0	0	0		0
21	Total Disbursements/Expenditures		71,871,032	7,898,660	6,496,528		86,266,220
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		691,496	(1,455,660)	(1,246,528)	930,000	(1,080,692)
23	OTHER SOURCES/USES OF FUNDS						
24	OTHER SOURCES OF FUNDS (7000)		0	0	0	0	0
25	OTHER USES OF FUNDS (8000)		0	500,000	0	215,000	715,000
26	TOTAL OTHER SOURCES/USES OF FUNDS		0	(500,000)	0	(215,000)	(715,000)
27	ESTIMATED ENDING FUND BALANCE		26,070,848	6,010,791	1,068,412	11,095,663	44,245,714

	A	B	H	I	J	K	L
1	**School Districts Only*		ESTIMATED BUDGET FY2025-2026				
2							
3	*41057010026*						
4	*District Number*						
5	*Collinsville CUSD 10*						
6	*District Name*		Educational Fund	Operations & Maintenance Fund	Transportation Fund	Working Cash Fund	Total
7	ESTIMATED BEGINNING FUND BALANCE *(must equal prior Ending Fund Balance)*		26,070,848	6,010,791	1,068,412	11,095,663	44,245,714
8	RECEIPTS/REVENUES	Acct #					
9	LOCAL SOURCES	1000					0
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000					0
11	STATE SOURCES	3000					0
12	FEDERAL SOURCES	4000					0
13	Total Receipts/Revenues		0	0	0	0	0
14	DISBURSEMENTS/EXPENDITURES	Funct #					
15	INSTRUCTION	1000					0
16	SUPPORT SERVICES	2000					0
17	COMMUNITY SERVICES	3000					0
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000					0
19	DEBT SERVICES	5000					0
20	PROVISION FOR CONTINGENCIES	6000					0
21	Total Disbursements/Expenditures		0	0	0		0
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		0	0	0	0	0
23	OTHER SOURCES/USES OF FUNDS						
24	OTHER SOURCES OF FUNDS (7000)						0
25	OTHER USES OF FUNDS (8000)						0
26	TOTAL OTHER SOURCES/USES OF FUNDS		0	0	0	0	0
27	ESTIMATED ENDING FUND BALANCE		26,070,848	6,010,791	1,068,412	11,095,663	44,245,714

	A	B	M	N	O	P	Q
1	**School Districts Only*		ESTIMATED BUDGET FY2026-2027				
2							
3	*41057010026*						
4	*District Number*						
5	*Collinsville CUSD 10*						
6	*District Name*		Educational Fund	Operations & Maintenance Fund	Transportation Fund	Working Cash Fund	Total
7	ESTIMATED BEGINNING FUND BALANCE *(must equal prior Ending Fund Balance)*		26,070,848	6,010,791	1,068,412	11,095,663	44,245,714
8	RECEIPTS/REVENUES	Acct #					
9	LOCAL SOURCES	1000					0
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000					0
11	STATE SOURCES	3000					0
12	FEDERAL SOURCES	4000					0
13	Total Receipts/Revenues		0	0	0	0	0
14	DISBURSEMENTS/EXPENDITURES	Funct #					
15	INSTRUCTION	1000					0
16	SUPPORT SERVICES	2000					0
17	COMMUNITY SERVICES	3000					0
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000					0
19	DEBT SERVICES	5000					0
20	PROVISION FOR CONTINGENCIES	6000					0
21	Total Disbursements/Expenditures		0	0	0		0
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		0	0	0	0	0
23	OTHER SOURCES/USES OF FUNDS						
24	OTHER SOURCES OF FUNDS (7000)						0
25	OTHER USES OF FUNDS (8000)						0
26	TOTAL OTHER SOURCES/USES OF FUNDS		0	0	0	0	0
27	ESTIMATED ENDING FUND BALANCE		26,070,848	6,010,791	1,068,412	11,095,663	44,245,714

	A	B	R	S	T	U	V
1	**School Districts Only*		ESTIMATED BUDGET FY2027-2028				
2							
3	*41057010026*						
4	*District Number*						
5	*Collinsville CUSD 10*						
6	*District Name*		Educational Fund	Operations & Maintenance Fund	Transportation Fund	Working Cash Fund	Total
7	ESTIMATED BEGINNING FUND BALANCE *(must equal prior Ending Fund Balance)*		26,070,848	6,010,791	1,068,412	11,095,663	44,245,714
8	RECEIPTS/REVENUES	Acct #					
9	LOCAL SOURCES	1000					0
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000					0
11	STATE SOURCES	3000					0
12	FEDERAL SOURCES	4000					0
13	Total Receipts/Revenues		0	0	0	0	0
14	DISBURSEMENTS/EXPENDITURES	Funct #					
15	INSTRUCTION	1000					0
16	SUPPORT SERVICES	2000					0
17	COMMUNITY SERVICES	3000					0
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000					0
19	DEBT SERVICES	5000					0
20	PROVISION FOR CONTINGENCIES	6000					0
21	Total Disbursements/Expenditures		0	0	0		0
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		0	0	0	0	0
23	OTHER SOURCES/USES OF FUNDS						
24	OTHER SOURCES OF FUNDS (7000)						0
25	OTHER USES OF FUNDS (8000)						0
26	TOTAL OTHER SOURCES/USES OF FUNDS		0	0	0	0	0
27	ESTIMATED ENDING FUND BALANCE		26,070,848	6,010,791	1,068,412	11,095,663	44,245,714

	A	B	W	X	Y	Z
1	*School Districts Only*		SUMMARY			
2			BUDGET ADDENDUM - DEFICIT REDUCTION PLAN			
3	*41057010026*		ESTIMATED BUDGET			
4	*District Number*		*Date of Adoption:*			
5	*Collinsville CUSD 10*				*(Enter as MM/DD/YY)*	
6	*District Name*		FY2024-2025	FY2025-2026	FY2026-2027	FY2027-2028
7	ESTIMATED BEGINNING FUND BALANCE *(must equal prior Ending Fund Balance)*		46,041,406	44,245,714	44,245,714	44,245,714
8	RECEIPTS/REVENUES	Acct #				
9	LOCAL SOURCES	1000	38,547,150	0	0	0
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000	177,000	0	0	0
11	STATE SOURCES	3000	36,438,000	0	0	0
12	FEDERAL SOURCES	4000	10,023,378	0	0	0
13	Total Receipts/Revenues		85,185,528	0	0	0
14	DISBURSEMENTS/EXPENDITURES	Funct #				
15	INSTRUCTION	1000	48,124,033	0	0	0
16	SUPPORT SERVICES	2000	34,266,445	0	0	0
17	COMMUNITY SERVICES	3000	638,942	0	0	0
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000	3,236,800	0	0	0
19	DEBT SERVICES	5000	0	0	0	0
20	PROVISION FOR CONTINGENCIES	6000	0	0	0	0
21	Total Disbursements/Expenditures		86,266,220	0	0	0
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		(1,080,692)	0	0	0
23	OTHER SOURCES/USES OF FUNDS					
24	OTHER SOURCES OF FUNDS (7000)		0	0	0	0
25	OTHER USES OF FUNDS (8000)		715,000	0	0	0
26	TOTAL OTHER SOURCES/USES OF FUNDS		(715,000)	0	0	0
27	ESTIMATED ENDING FUND BALANCE		44,245,714	44,245,714	44,245,714	44,245,714

Deficit Reduction Plan-Background/Assumptions (School Districts Only)
Fiscal Year 2024-2025
through Fiscal Year 2027-2028

Collinsville CUSD 10 ***41057010026***

Please complete the following schedule and include a brief description to identify any areas of the budget that will be impacted from one year to the next. If the deficit reduction plan relies upon new local revenues, identify contingencies for further budget reductions which will be enacted in the event those new revenues are not available.

1. **Background and Narrative of Budget Reductions:**

2. **Assumptions Used in the Deficit Reduction Plan:**

- EBF and Estimated New Tier Funding:

- Equal Assessed Valuation and Tax Rates:

- Employee Salaries and Benefits:

Deficit Reduction Plan-Background/Assumptions (School Districts Only)
Fiscal Year 2024-2025
through Fiscal Year 2027-2028

- Short- and Long-Term Borrowing:

- Educational Impact:

- Other Assumptions:

- Has the district considered shared services or outsourcing (Ex: Transportation, Insurance)? If yes, please explain:

Evidence-Based Funding: Fiscal Year 2025 Spending Plan

N/A - EBF Spending Plan Not Required for Amended Budgets

Part I: Achieving Student Growth and Making Progress Toward State Education Goals

The questions below allow you to indicate the strategic priorities and strategies that will drive your efforts to achieve student growth and make progress toward state education goals. These may involve investing in any combination of an Organizational Unit's core resources: time, money, people, and programs.

Collaboration Opportunity - Organizational Units may find that Part I is most easily and effectively completed if led by program leaders in consultation with finance leaders.

1)	**What are the Organizational Unit's strategic goals for student success for the 2024-25 school year? What measures will be used to evaluate progress? (*No more than 2000 characters, including spaces.*)**
	Goal 1: Student Growth will be monitored using Star Fall, Winter and Spring Benchmark Assessments. 75% of students are expected to show 50% SGP in Math and ELA. Goal 2: Student Discipline will be reduced by 10% from Fiscal Year 24 to Fiscal Year 2025

		Top Strategy 1	Top Strategy 2	Top Strategy 3
2)	**Select the top three strategies that the Organizational Unit will employ to achieve student growth and make progress toward state education goals. (Select three different responses from the dropdown list.)**	Focus increased time and attention on special student groups	Maintain or decrease class sizes	Maintain or expand pupil support services
	If "Other" was selected in question 2, please describe. (*No more than 1000 characters, including spaces.*)			

Part II: Planned Use of Evidence-Based Funding

The questions below provide an opportunity to document the stakeholders with whom you consulted and the data you analyzed as you determined your strategic allocations of FY 2025 EBF dollars. Key statistics related to EBF distributions are provided for your reference. Form 50-36/50-39 is typically released before current-year appropriations are known. Therefore, the figures provided are for the prior fiscal year.

Collaboration Opportunity *- Organizational Units may find that questions in this section are most easily and effectively completed if led by finance leaders in consultation with program leaders.*

Evidence-Based Funding Organizational Unit Results (FY 2024)	*Final Resources / Adequacy Target =* ***Percent of Adequacy***	**Average Student Enrollment**	*#N/A*	**Adequacy Target**	*#N/A*
		Final Resources	*#N/A*	**Percent of Adequacy**	*#N/A*
	Base Funding Minimum + Tier Funding = ***Gross State Contribution***	**Tier Assignment**	*#N/A*	**Gross State Contribution**	*#N/A*
		FY24 Base Funding Minimum	*#N/A*	**FY 2024 Tier Funding**	*#N/A*
	Within FY 2024 Gross State Contribution, Resources Attributable to ***Specific Populations***	**Low-Income Students**	*#N/A*		
		English Learners (ELs)	*#N/A*		
		Special Education	*#N/A*		

		FY 2025 Tier Funding	Funding Type (Select)	
1)	**FY 2025 Tier Funding Allocation*: Enter the dollar amount of Tier Funding (e.g., NEW MONEY only) allocated to the Organizational Unit for FY 2025. Select whether the amount is estimated or actual funding.**	*$1,753,559*	Actual	**Note: Tier Funding allocations are published annually at https://www.isbe.net/Pages/ebfdistribution.aspx . Amounts are available in early August. Districts must use actual funding amounts if they are available before submitting the budget to ISBE.*

		Data Source 1	Data Source 2	Data Source 3
2)	**Select the top three sources of data used to inform the Organizational Unit's planned allocation of EBF dollars. (Select three different responses.)**	Climate and culture survey data (e.g., Five Essentials Survey)	Student growth and achievement data, disaggregated by student groups	Site-based expenditure data

3)	**Indicate with which groups the Organizational Unit engaged to inform its intended allocation of EBF dollars. (Select any that apply; otherwise leave blank.)**	Bilingual Program Director(s)	Yes	Principals	Yes	Bilingual Parent Advisory Committee	Yes
		Special Ed. Program Director(s)	Yes	School Improvement Teams		Other Parent Group(s)	
		Other Program Leaders	Yes	Teacher or Support Staff Unions		Community Focus Group(s)	Yes
		School Board Members	Yes	Other School Staff	Yes	Other	
	[Optional] Provide a brief description of the Organizational Unit's process for consulting with internal and external stakeholders in determining the allocation of EBF dollars. (*No more than 1000 characters, including spaces.*)	EBF dollars will be spent to support our highest need populations with interventionists and social workers to address social and emotional learning					

		Priority Investment 1	Priority Investment 2	Priority Investment 3
4)	**Given the data analyzed, the stakeholders consulted, and the priorities identified in Part I, indicate the top three priority investments the Organizational Unit will make with its FY 2025 Base Funding Minimum (e.g., excluding Tier Funding). Choose "Other" if investments do not match the provided list. (Select three different responses. "Other" may be selected more than once if needed.)**	Instructional Facilitator	Low-Income Intervention Teacher	Other
	If "Other" was selected in question 4, please describe. (*No more than 1000 characters, including spaces.*) Required	Special Ed Psychologist and Special Ed Social Worker		

5) **Cost Factor Table**

The table below presents the regionally adjusted amount embedded in the Organizational Unit's FY 2024 Adequacy Target for each of the 34 cost factors in the Evidence-Based Funding model (Column F). Column G is required for all Organizational Units that receive at least $5,000 in Tier Funding, while column H is optional. Organizational Units may choose to provide additional narrative context in Columns I-M to elaborate on the figures included in the table. ISBE has produced guidance for populating the cost factor table. The guidance includes a definition for each cost factor, along with suggestions for using Employee Information System position codes and common expenditure accounts to support a determination of expenditures. This guidance is available at https://www.isbe.net/ebfspendingplan.

Column G: If the Organizational Unit will receive at least $5,000 in FY 2025 Tier Funding (as entered in Q2.1/cell G31), column G is required. Please indicate the Organizational Unit's planned expenditures in FY 2025 from Tier Funds only. Organizational Units are not expected to place a value in each cell. Rather, the table allows for the communication of priority investments with new state resources for the current fiscal year. During years in which there is no new Tier Funding, column G will not be required. During years in which Tier Funding is available, the amount of new Tier Funding entered in Q2.1/cell G31 above must equal the sum in cell G90 below. If some or all Tier Funding is invested outside of the cost factors, enter a dollar amount in cell G89 and provide additional context in the space for a narrative beginning in row 93.

Column H: Optionally, Organizational Units may populate column H with total planned expenditures in FY 2025 for each cost factor from all revenue sources (e.g., not just from EBF). By comparing the figures in column F to the figures entered in column H, the Organizational Unit may engage local stakeholders in productive dialogue about resource allocation decisions.

Cost Factors		Amount in FY 2024 Adjusted Adequacy Target	Budgeted FY 2025 Investments with New Tier Funding [Required]	Budgeted FY 2025 Expenditures (All Resources) [Optional]	Optional District Narratives
Core Investments	Core Teachers	#N/A			*Enter optional context for core investment decisions.*
	Specialist Teachers	#N/A			
	Instructional Facilitator	#N/A	$393,508		
	Core Intervention Teacher	#N/A			
	Substitute Teachers	#N/A	$290,000		
	Guidance Counselor	#N/A	$101,000		
	Nurse	#N/A			
	Supervisory Aide	#N/A			
	Librarian	#N/A			
	Librarian Aide	#N/A			
	Principal	#N/A			
	Assistant Principal	#N/A			
	School Site Staff	#N/A	$80,000		
	Subtotal	**#N/A**	**$864,508**		

Per Student Investments	Gifted	#N/A			*Enter optional context for per student investment decisions.*
	Professional Development	#N/A	$136,213		
	Instructional Materials	#N/A	$136,213		
	Assessments	#N/A			
	Computer & Tech Equipment	#N/A			
	Student Activities	#N/A			
	Maintenance & Operations	#N/A			
	Central Office	#N/A			
	Employee Benefits	#N/A			
	Subtotal*	**#N/A**	**$272,426**		
Additional Investments	Low-Income Intervention Teacher	#N/A	$200,000		*Social Worker for Special Ed*
	Low-Income Pupil Support Staff	#N/A	$80,000		
	Low-Income Extended Day Teacher	#N/A			
	Low-Income Summer School Teacher	#N/A			
	EL Intervention Teacher	#N/A			
	EL Pupil Support Staff	#N/A	$56,625		
	EL Extended Day Teacher	#N/A			
	EL Summer School Teacher	#N/A			
	EL Core Teacher	#N/A	$70,000		
	Sp Ed Teacher	#N/A	$55,000		
	Sp Ed Instructional Assistant	#N/A			
	Sp Ed Psychologist	#N/A	$85,000		
	Subtotal	**#N/A**	**$546,625**		
	Other Investments		$70,000		
	Total**	**#N/A**	**$1,753,559**		**Tier Funding Check (Cell G90)** **Complete, G90=G31**

*The subtotal for Per Student Investments is a calculated figure that adjusts salary portions of Central Office and Maintenance & Operations to account for regional salary differences. As a result, the sum of each individual cost factor will not equal the subtotal.

**The total is the Final Adequacy Target (adjusted for Regionalization Factor) calculated in the Full FY 2024 EBF Calculation file. Due to differences in rounding, this figure may vary slightly from the sum of the subtotals in this table.

If some or all Tier Funding was invested outside of the cost factors, please describe. (*No more than 1000 characters, including spaces.*) **Required**	Building Renovations

Part III: Support for Special Student Groups

EBF statute sets aside specific allocations to be spent for special education, English learners, and low-income students. Per statue these designated funds must be spent on programs and services benefiting these specific student groups. Funds for English learners and low-income students must be spent in addition to, and not in lieu of, funding that supports general programs of instruction for all students. Funds attributable to special education must be used for the provision of special education facilities and services as outlined in ILCS 14-..08. Current-year EBF amounts attributable to each of the special student groups must be reported in cells G100-G102 below. If the Organizational Unit received at least $5,000 for any of the student groups, a response to the questions below is required. For amounts less than $5,000, a response is optional. All other EBF funds may be spent in any manner deemed appropriate by the school district.

Collaboration Opportunity *- Organizational Units may find that questions in this section are most easily and effectively completed through collaboration between program leaders affiliated with each student group and finance leaders.*

			Enter Amounts	Select type	
1)	**FY 2025 Student Population Allocations*: Enter the dollar amount of resources attributable to Specific Populations within the FY25 Gross State Contribution. Enter "0" if no funds are allocated for a student group. Select whether amounts are estimated or actual.**	**Low-Income Students**	*$6,354,090*	Actual	**Note: Allocations for each of the three student groups are published annually at isbe.net/ebfdist under "Reports." Amounts are typically available by September 1. Districts must use actual funding amounts if they are available before submitting the budget to ISBE.*
		English Learners	*$616,818*	Actual	
		Special Education	*$3,213,961*	Actual	

2)	**Organizational Unit investment of EBF dollars for low-income students: Select the investments that apply. (Optionally, dollar amounts for each investment may be entered.)** Response Required	Low-Income Intervention Teacher	Yes	Low-Income Extended Day Teacher		Other Investments	
		[Optional - Enter $]		*[Optional - Enter $]*		*[Optional - Enter $]*	
		Low-Income Pupil Support Staff	Yes	Low-Income Summer School Teacher			
		[Optional - Enter $]		*[Optional - Enter $]*			
	Additional context for the Organizational Unit's planned use of dollars attributable to low-income students in FY 2025. (*Required if "Other Investments" selected above. No more than 500 characters, including spaces.*)						
3)	**Organizational Unit investment of EBF dollars for English learners: Select the investments that apply. (Optionally, dollar amounts for each investment may be entered.)** Response Required	English Learner Intervention Teacher		English Learner Extended Day Teacher		English Learner Core Teacher	Yes
		[Optional - Enter $]		*[Optional - Enter $]*		*[Optional - Enter $]*	
		English Learner Pupil Support Staff	Yes	English Learner Summer School Teacher		Other Investments	
		[Optional - Enter $]		*[Optional - Enter $]*		*[Optional - Enter $]*	
	Additional context for the Organizational Unit's planned use of dollars attributable to English learners in FY 2025. (*Required if "Other Investments" selected above. No more than 500 characters, including spaces.*)						
4)	**Organizational Units investment of EBF dollars for Special Education: Select the investments that apply. (Optionally, dollar amounts for each investment may be entered.)** Response Required	Special Education Teacher	Yes	Special Education Psychologist	Yes		
		[Optional - Enter $]		*[Optional - Enter $]*			
		Special Education Instructional Assistant		Other Investments	Yes		
		[Optional - Enter $]		*[Optional - Enter $]*			
	Additional context for the Organizational Unit's planned use of dollars attributable to Special Education students in FY 2025. (*Required if "Other Investments" selected above. No more than 500 characters, including spaces.*) Required	Social Worker					

Plan Assurances

Please complete the assurances below related to Article 14C of the Illinois School Code, which stipulates allowable expenditures for English learners. Organizational Units should maintain supporting documentation (e.g., sign-in sheets, meeting agendas) to affirm the veracity of the below assurances. Note that a separate collection of the Bilingual Service Plan takes place before each school year and must be separately reviewed by the Bilingual Parent Advisory Committee (BPAC). Responses in this plan should be aligned with information contained in the Bilingual Service Plan. Responses in this section are only required if an Organizational Unit receives any amount of EBF dollars attributable to English learners.

Collaboration Opportunity *- Organizational Units may find that the plan assurances are most easily and effectively completed if led by program leaders.*

1). "I hereby affirm that at least 60% of the school district's state funds attributable to English learners will be used for instructional costs of programs and services for English learners (function 1000), in accordance with Article 14C of the Illinois School Code. The remaining balance of state funds attributable to English learners will also be used to serve English learners."

Required: yes

2). "My school district has at least one attendance center with 20 or more English learners (including parental refusals) who speak the same home language other than English in grades K-12. Alternatively and/or additionally, my school district has at least one attendance center with 20 or more English learners (including parent refusals) who speak the same home language other than English in pre-K."

Required: yes

3). "I hereby affirm that the school district's BPAC will review this EBF Spending Plan by or before October 31, 2024."

Required: yes

4). Enter the anticipated date on which the BPAC review will take place and the name of the BPAC chair for SY 2024-25.

Required:

BPAC Meeting (MM/DD/YYYY)	8/27/2024
Name of Chair	Yesenia Malagon

Spending Plan Completion Tracker		
Use the information below to confirm completion of all required questions. Note that the "status" column adjusts to responses, so the tracker is most helpful to consult after you have completed the spending plan.		
Question	**Status**	**Acceptance Criteria**
Part 1, Q1	Complete	Character length of response must be >10 and <=2000, including spaces.
Part 1, Q2	Complete	A different response must be selected in G11, I11, and L11; cells cannot be blank.
Part 1, Q2 (Narrative)	Complete	Response required only if "Other" selected in G11, I11, or L11; character length of response must be >10 and <=1000, including spaces.
Part 2, Q1	Complete	A numeric value must be entered in cell G31 (estimated or actual Tier Funding, or 0 if appropriations did not include Tier Funding). A type must be selected in cell H31.
Part 2, Q2	Complete	A different response must be selected in G35, I35, and L35; cells cannot be blank.
Part 2, Q3	Complete	At least one response must be selected.
Part 2, Q4	Complete	Cells G43, I43, and L43 cannot be blank. "Other" may be selected more than once, but other responses may not be repeated.
Part 2, Q4 (Narrative)	Complete	Response required only if "Other" selected in G43, I43, or L43; character length of response must be >10 and <=1000, including spaces.
Part 2, Q5 (Cell G90)	Complete	Cell G90 must be equal to the value in cell G31.
Part 2, Q5 (Narrative)	Complete	Response required only if a value was entered in cell G89; character length of response must be >10 and <=1000, including spaces.
Part 3, Q1 Low-Income Funds	Complete	A numeric value must be entered. A type must be selected in cell H100.
Part 3, Q1 English Learner Funds	Complete	A numeric value must be entered, which may be "0" if the organizational unit received no funding for the specified student group. A type must be selected in cell H101.
Part 3, Q1 Spec. Ed. Funds	Complete	A numeric value must be entered. A type must be selected in cell H102.
Part 3, Q2	Complete	At least one response must be selected.
Part 3, Q2 (Narrative)	Complete	Response required only if "Other Investments" was selected in the previous question; character length of response must be >10 and <=500, including spaces.
Part 3, Q3	Complete	At least one response must be selected.
Part 3, Q3 (Narrative)	Complete	Response required only if "Other Investments" was selected in the previous question; character length of response must be >10 and <=500, including spaces.
Part 3, Q4	Complete	At least one response must be selected.
Part 3, Q4 (Narrative	Complete	Response required only if "Other Investments" was selected in the previous question; character length of response must be >10 and <=500, including spaces.
Assurances 1	Complete	Response required if the value entered in cell G101>0.
Assurances 2	Complete	Response required if the value entered in cell G101>0.
Assurances 3	Complete	Response required if "Yes" selected in cell E133.
Assurances 4 (Meeting Date)	Complete	Response required if "Yes" selected in cell E133; enter date in MM/DD/YYYY format.
Assurances 4 (Name of Chair)	Complete	Response required if "Yes" selected in cell E133.

ESTIMATED LIMITATION OF ADMINISTRATIVE COSTS (School Districts Only)

(For Local Use Only)

This is an estimated Limitation of Administrative Costs Worksheet only and will not be accepted for Official Submission of the Limitation of Administrative Costs Worksheet.

The worksheet is intended for use during the budgeting process to estimate the district's percent increase of FY2025 budgeted expenditures over actual FY2024 expenditures. Budget information is copied to this page. Insert the prior year estimated actual expenditures to compute the estimated percentage increase (decrease).

The official Limitation of Administrative Costs Worksheet is attached to the end of the Annual Financial Report (ISBE Form 50-35) and may be submitted in conjunction with that report. An official Limitation of Administrative Costs Worksheet can also be found on the ISBE website at: Limitation of Administrative Costs

ESTIMATED LIMITATION OF ADMINISTRATIVE COSTS WORKSHEET
Section 17-1.5 of the School Code)

School District Name: **Collinsville CUSD 10**
RCDT Number: **41057010026**

	Description	Funct. No.	Estimated Actual Expenditures, Fiscal Year 2024 (10) Educational Fund	(20) Operations & Maintenance Fund	(80) Tort Fund	Total	Budgeted Expenditures, Fiscal Year 2025 (10) Educational Fund	(20) Operations & Maintenance Fund	(80) Tort Fund	Total
1.	Executive Administration Services	2320	304,560			304,560	331,158		0	331,158
2.	Special Area Administration Services	2330	112,878			112,878	104,814		0	104,814
3.	Other Support Services - School Administration	2490				0	0		0	0
4.	Direction of Business Support Services	2510	133,100			133,100	137,621	0	0	137,621
5.	Internal Services	2570	129,739			129,739	138,650		0	138,650
6.	Direction of Central Support Services	2610	0		0	0	0		0	0
7.	Deduct - Early Retirement or other pension obligations required by state law and included above.					0				0
8.	**Totals**		680,277	0	0	680,277	712,243	0	0	712,243
9.	**Estimated Percent Increase (Decrease) for FY2025 (Budgeted) over (Actual) FY 2024**									5%

REPORTING OF PUBLIC VENDOR CONTRACTS OF $1,000 OR MORE (School Districts Only)

In accordance with the School Code, Section 10-20.21, all ***school districts*** *are required to file a report listing 'vendor contracts' as an attachment to their budget. In this context, the term "vendor contracts" refers to "all contracts and agreements that pertain to goods and services that were intended to generate additional revenue and other remunerations for the* ***school district*** *in excess of $1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services.* ***The report is to list information regarding such contracts for the fiscal year immediately preceding the fiscal year of the budget.*** *All such contracts executed on or after July 1, 2007 must be approved by the school board.*

See: School Code, Section 10-20.21 - Contracts

Name of Vendor	Product or Service Provided	Net Revenue	Non-Monetary Remuneration	Purpose of Proceeds	Distribution Method and Recipient of Non-Monetary Remunerations Distributed

Reference Description

1 Each fund balance should correspond to the fund balance reflected on the books as of June 30th - Balance Sheet Accounts #720 and #730 (audit figures, if available).

2 Accounting and Financial Reporting for Certain Grants and Other Financial Assistance. The "On-Behalf" Payments should only be reflected on this page (Budget Summary, Lines 10 and 20).

3 Requires the secretary of the school board to notify the county clerk (within 30 days of the transfer approval) to abate an equal amount of taxes to be next extended. See Sec. 10-22.14 & 17-2.11.

3a Requires notification to the county clerk to abate an equal amount from taxes next extended. See section 10-22.14

4 Principal on Bonds Sold:

(1) Funding Bonds are to be entered in the fund or funds in which the liability occurs.

(2) Refunding Bonds can be entered in the Debt Services Fund only.

(3) Building Bonds can be entered in the Capital Projects Fund only.

(4) Fire Prevention and Safety Bonds can be entered in the Fire Prevention & Safety Fund only.

5 The proceeds from the sale of school sites, buildings, or other real estate shall be used first to pay the principal and interest on any outstanding bonds on the property being sold, and after all such bonds have been retired, the remaining proceeds from the sale next shall be used by the school board to meet any urgent district needs as determined under Sections 2-3.12 and 17-2.11 of the School Code. Once these issues have been addressed, any remaining proceeds may be used for any other authorized purpose and for deposit into any district fund.

6 The School Code, Section 10-22.44 prohibits the transfer of interest earned on the investment of "any funds for purposes of Illinois Municipal Retirement under the Pension Code." This prohibition does not include funds for Social Security and Medicare-only purposes. For additional requirements on interest earnings, see 23 Illinois Administrative Code, Part 100, Section 100.50.

7 Cash plus investments must be greater than or equal to zero.

8 For cash basis budgets, this total will equal the Budget Summary - Total Direct Receipts/Revenues (Line 9) plus Total Other Sources of Funds (Line 46).

9 For cash basis budgets, this total will equal the Budget Summary - Total Direct Disbursements/Expenditures (Line 19) plus Total Other Uses of Funds (Line 79).

10 Working Cash Fund loans may be made to any district fund for which taxes are levied (Section 20-5 of the School Code).

11 Include revenue accounts 1110 through 1115, 1117,1118 & 1120.

12 The School Code Section 17-2.2c. Tax for leasing educational facilities or computer technology or both, and for temporary relocation expense purposes.

13 Corporate personal property replacement tax revenue must be first applied to the Municipal Retirement/Social Security Fund to replace tax revenue lost due to the abolition of the corporate personal property tax (30 ILCS 115/12). This provision does not apply to taxes levied for Medicare-Only purposes.

14 Only tuition payments made to private facilities. See Functions 4200 or 4400 for estimated public facility disbursements/expenditures.

15 Payment towards the retirement of lease/purchase agreements or bonded/other indebtedness (principal only) otherwise reported within the fund - e.g.: alternate revenue bonds. (Describe & Itemize)

16 Only abolishment of Working Cash Fund must transfer its funds directly to the Educational Fund upon adoption of a resolution and at the close of the current school Year (see 105 ILCS 5/20-8 for further explanation)
Only abatement of working cash fund can transfer its funds to any fund in most need of money
(see 105 ILCS 5/20-10 for further explanation)

CHECK FOR ERRORS

This worksheet checks various cells to assure that selected items are in balance.

Please fix errors below before submitting to ISBE.

Budget Item References	Message
1. Deficit Reduction Plan (DefReductPlan 23-27 tab)	
Is Deficit Reduction Plan Required? **(Joint Agreements do not complete Deficit Reduction Plan.)**	Deficit Reduction Plan is not required
If required, is Deficit Reduction Plan completed? (DefReductPlan 23-27 tab)	
2. Cover Page (Cover tab)	
District Name must be selected from **drop-down**. (Cell H13)	OK
Accounting Basis must be selected on Cover sheet.	OK
Dates **(Day, Month, Year)** must be input on Cover sheet.	OK
Board Names must be typed on Cover sheet.	ERROR - TYPE BOARD NAMES
3. Budget Summary: Other Sources (BudgetSum 2-4 tab - Acct 7000) **must equal Other Uses** (BudgetSum 2-4 tab - Acct 8000).	
Estimated Beginning Fund Balance July, 1 2024 for all Funds (Cells C3 - K3) (Line must have a number or zero. Do not leave blank.)	OK
Estimated Activity Fund Beginning Fund Balance July, 1 2024 (Cell C83) (Cell must have a number or zero. Do not leave blank.)	OK
Transfer Among Funds (Funds 10, 20, 40 - Acct 7130 - Cells C29, D29, F29), must equal (Funds 10, 20 & 40 - Acct 8130 - Cells C52, D52, F52).	OK
Transfer of Interest (Funds 10 thru 90 - Acct 7140 - Cells C30:K30), must equal (Funds 10 thru 60, & 80 - Acct 8140 - Cells C53:H53, J53).	OK
Transfer to Debt Service to Pay Principal on GASB 87 Leases (Fund 30 - Acct 7400 - Cell E39) must equal (Funds 10, 20 & 60 - Acct 8400 Cells C57:H60).	OK
Transfer to Debt Service to Pay Interest on GASB 87 Leases (Fund 30 - Acct 7500 - Cell E40) must equal (Funds 10, 20 & 60 - Acct 8500 - Cells C61:H64).	OK
Transfer to Debt Service Fund to Pay Principal on Revenue Bonds (Fund 30 - Acct 7600 - Cell E41) must equal (Funds 10 & 20 - Acct 8600 - Cells C65:D68).	OK
Transfer to Debt Service to Pay Interest on Revenue Bonds (Fund 30 - Acct 7700 - Cell E42) must equal (Funds 10 & 20 - Acct 8700 - Cells C69:D72).	OK
Transfer to Capital Projects Fund (Fund 60 - Acct 7800 - Cell H43) must equal (Fund 10 & 20, Acct 8800 - Cells C73:D76).	OK
4. Summary of Cash Transactions: Beginning Cash Balance on Hand July 1, 2024 (CashSum 5 tab, All Funds) **cannot be negative.**	
Educational (Fund 10 - Cell C3)	OK
Operations & Maintenance (Fund 20 - Cell D3)	OK
Debt Service (Fund 30 - Cell E3)	OK
Transportation (Fund 40 - Cell F3)	OK
Municipal Retirement/Social Security (Fund 50 - Cell G3)	OK
Capital Projects (Fund 60 - Cell H3)	OK
Working Cash (Fund 70 - Cell I3)	OK
Tort (Fund 80 - Cell J3)	OK
Fire Prevention & Safety (Fund 90 - Cell K3)	OK
Activity Funds (Cell C23)	OK
5. Summary of Cash Transactions: Ending Cash Balance on Hand June 30, 2024 (CashSum 5 tab - All Funds) **cannot be negative.**	
Educational (Fund 10 - Cell C21)	OK
Operations & Maintenance (Fund 20 - Cell D21)	OK
Debt Service (Fund 30 - Cell E21)	OK
Transportation (Fund 40 - Cell F21)	OK
Municipal Retirement/Social Security (Fund 50 - Cell G21)	OK
Capital Projects (Fund 60 - Cell H21)	OK
Working Cash (Fund 70 - Cell I21)	OK
Tort (Fund 80 - Cell J21)	OK
Fire Prevention & Safety (Fund 90 - Cell K21)	OK
6. Summary of Cash Transactions: Other Receipts (CashSum 5 tab) **must equal Other Disbursements** (CashSum 5 tab).	
Interfund Loans Payable (Funds 10:60, 80, 90 - Acct 411 - Cells C6:H6, J6:K6) must equal Interfund Loans Receivable (Funds 10:20, 40, 70 - Acct 141 - Cells C15:D15, F15, I15).	OK
Interfund Loans Receivable (Funds 10, 20, 40, 70 - Acct 141 - Cells C7:D7, F7, I7) must equal Interfund Loans Payable (Funds 10:60, 80, 90 - Acct 411 - Cells C16:H16, J16, K16).	OK
7. Estimated Revenue (EstRev 6-11 tab)	
Amounts must be input for revenue.	OK
8. Estimated Expenditures (EstExp 12-20 tab)	
Amounts must be input for expenditures.	OK
9. Itemization Notes: Revenues/Expenditures reported that require note on Itemize 21 tab.	
Include brief note(s) describing revenue source.	OK
Include brief note(s) describing expenditure use.	OK
10. EBF Spending Plan	
All required questions have been answered.	OK

End of Balancing

12.2. Collinsville Area Vocational Center 2024-25 Tentative Amended Budget

ITEM: 12.2
EXH. E- 12.2

BOARD AGENDA
May 19, 2025

TO: **Dr. Brad Skertich, Superintendent of Schools**

FROM: **Jamie Hadjan, Director of Finance**

DATE: **May 19, 2025**

RE: **Collinsville Area Vocational Center 2024-25 Tentative Amended Budget**

I recommend approval of the following suggested motion:

"I move that the Tentative Amended Budget for the Collinsville Area Vocational Center for the fiscal year beginning July 1, 2024 and ending June 30, 2025 be placed on display for public inspection 20th day of May, 2025 for at least thirty days in the Administrative Office of Collinsville Community Unit School District No.10, 201 West Clay Street, Collinsville, Illinois, and further that the administration be authorized to provide a hearing of said budget be held at 6:30 p.m. on the 23rd day of June, 2025 at the Unit 10 Administrative Annex, 123 West Clay Street, Collinsville, IL 62234."

ss

Attachment

VOC FY25				
19-Aug-24				
VOC Budget	**Fund 10 Education**	**Fund 20 Operations & Building**	**Fund 40 Transportation**	**All Funds**
Expected Fund Balance June 30, 2024	$ 538,639	$ -	$ -	$ 538,639
FY25 Budget Revenues	$ 1,423,200	$ 49,000	$ 34,300	$ 1,506,500
FY25 Budget Expenditures	$ 1,725,560	$ 28,900	$ 28,000	$ 1,782,460
Expected Fund Balance June 30, 2025	$ 236,279	$ 20,100	$ 6,300	**$ 262,679**

Notes: Added the Horticulture/Urban Ag Program for FY25

12-May-25				
VOC Tentative Amended Budget FY25	Fund 10 Education	Fund 20 Operations & Bu	Fund 40 Transportation	All Funds
Audited Fund Balance June 30, 2024	$538,616	$0.00	$0.00	$538,616
				$0
FY25 Revenues	$1,423,200.00	$43,000	$30,000	$1,496,200
FY25 Expenditures	$1,725,560.00	$32,000	$28,000	$1,785,560
Fund Balance June 30, 2025	$236,256	$11,000	$2,000.00	$249,256

District Type:
[ ] School District
[X] Joint Agreement

ILLINOIS STATE BOARD OF EDUCATION
School Business Services Division

SCHOOL DISTRICT/JOINT AGREEMENT BUDGET FORM *
July 1, 2024 - June 30, 2025

Accounting Basis:
[X] Cash
[ ] Accrual

Deficit Reduction Plan is not required

Is this an amended budget? Yes

Date of Amended Budget: 06/23/2025 *(MM/DD/YY)*

District Name: **Collinsville Area Career Ctr**

District RCDT No: **41057010041**

If your FY2024 AFR states that you need to do a deficit reduction plan and your FY2025 budget is balanced, please state the measures you took to have your budget become balanced. (Bckgrnd-Assumpt 25-26)

Budget of Collinsville Area Career Ctr *, County of* Madison ,
State of Illinois, for the Fiscal Year beginning July 1, 2024 *and ending* June 30, 2025 .

WHEREAS the Board of Education of Collinsville Area Career Ctr ,
County of Madison , *State of Illinois, caused to be prepared in tentative form a budget, and the Secretary of this Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon;*

AND WHEREAS a public hearing was held as to such budget on the 19th *day of* August , *20* 24 ,
notice of said hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied with;

NOW, THEREFORE, Be it resolved by the Board of Education of said district as follows:

Section 1: That the fiscal year of this school district be and the same hereby is fixed and declared to be beginning July 1, 2024 *and ending* June 30, 2025 .

Section 2: That the following budget containing an estimate of amounts available in each Fund, separately, and expenditures from each be and the same is hereby adopted as the budget of this school district for said fiscal year.

ADOPTION OF BUDGET

The budget shall be approved and signed below by members of the School Board. Adopted this 19th *day of* August , 20 24
by a roll call vote of *Yeas, and* *Nays, to wit:*

** MEMBERS VOTING YEA:	** MEMBERS VOTING NAY:

* Based on the 23 Illinois Administrative Code-Part 100 and inconformity with Section 17-1 of the School Code.

** Type in the members who voted "YEA" nor "NAY". Actual school board member signatures are not required for electronic submission.

(1) A certified copy of this document must be filed with the county clerk within 30 days of adoption as required by Section 18-50 of the Property Tax Code (35 ILCS 200/18-50).

(2) Districts are required to submit the adopted/amended budget electronically to ISBE within 30 days of adoption or by October 30, whichever comes first. Budgets are submitted through IWAS: https://apps.isbe.net/iwas/asp/login.asp?js=true
Please type the member signatures before submitting to ISBE. We do not accept PDF copies.

Tentative

	A	B	C	D	E	F	G	H	I	J	K	L
1	*Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.*		(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)	
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety	
3	ESTIMATED BEGINNING FUND BALANCE (without Student Activity Funds)1 as of July 1, 2024		538,616	0	0	0	0	0	0	0	0	
4	RECEIPTS/REVENUES (without Student Activity Funds)											
5	LOCAL SOURCES	1000	1,116,700	43,000	0	30,000	0	0	0	0	0	
6	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000	306,500	0		0	0					
7	STATE SOURCES	3000	0	0	0	0	0	0	0	0	0	
8	FEDERAL SOURCES	4000	0	0	0	0	0	0	0	0	0	
9	Total Direct Receipts/Revenues [8]		1,423,200	43,000	0	30,000	0	0	0	0	0	
10	Receipts/Revenues for "On Behalf" Payments [2]	3998										
11	Total Receipts/Revenues		1,423,200	43,000	0	30,000	0	0	0	0	0	
12	DISBURSEMENTS/EXPENDITURES (without Student Activity Funds)											
13	INSTRUCTION	1000	1,388,650				0			0		
14	SUPPORT SERVICES	2000	268,160	32,000		28,000	0	0		0	0	
15	COMMUNITY SERVICES	3000	0	0		0	0			0		
16	PAYMENTS TO OTHER DISTRICTS & GOVT UNITS	4000	68,750	0	0	0	0	0		0	0	
17	DEBT SERVICES	5000	0	0	0	0	0			0	0	
18	PROVISION FOR CONTINGENCIES	6000	0	0	0	0	0	0		0	0	
19	Total Direct Disbursements/Expenditures [9]		1,725,560	32,000	0	28,000	0	0		0	0	
20	Disbursements/Expenditures for "On Behalf" Payments [2]	4180	0	0	0	0	0	0		0	0	
21	Total Disbursements/Expenditures		1,725,560	32,000	0	28,000	0	0		0	0	
22	Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		(302,360)	11,000	0	2,000	0	0	0	0	0	
23	OTHER SOURCES/USES OF FUNDS											
24	OTHER SOURCES OF FUNDS (7000)											
25	PERMANENT TRANSFER FROM VARIOUS FUNDS											
26	Abolishment the Working Cash Fund [16]	7110										
27	Abatement of the Working Cash Fund [16]	7110										
28	Transfer of Working Cash Fund Interest	7120										
29	Transfer Among Funds	7130										
30	Transfer of Interest	7140										
31	Transfer from Capital Projects Fund to O&M Fund	7150		0								
32	Transfer of Excess Fire Prev & Safety Tax & Interest [3] Proceeds to O&M Fund	7160		0								
33	Transfer of Excess Accumulated Fire Prev & Safety Bond and Int [3a] Proceeds to Debt Service Fund	7170			0							
34	SALE OF BONDS (7200)											
35	Principal on Bonds Sold [4]	7210										
36	Premium on Bonds Sold	7220										
37	Accrued Interest on Bonds Sold	7230										
38	Sale or Compensation for Fixed Assets [5]	7300										
39	Transfer to Debt Service to Pay Principal on GASB 87 Leases	7400			0							
40	Transfer to Debt Service to Pay Interest on GASB 87 Leases	7500			0							
41	Transfer to Debt Service Fund to Pay Principal on Revenue Bonds	7600			0							
42	Transfer to Debt Service Fund to Pay Interest on Revenue Bonds	7700			0							
43	Transfer to Capital Projects Fund	7800						0				
44	ISBE Loan Proceeds	7900										
45	Other Sources Not Classified Elsewhere	7990										
46	Total Other Sources of Funds [8]		0	0	0	0	0	0	0	0	0	

	A	B	C	D	E	F	G	H	I	J	K	L
1	*Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.*		(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)	
2	**Description: Enter Whole Numbers Only**	**Acct #**	**Educational**	**Operations & Maintenance**	**Debt Service**	**Transportation**	**Municipal Retirement/ Social Security**	**Capital Projects**	**Working Cash**	**Tort**	**Fire Prevention & Safety**	
47	**OTHER USES OF FUNDS (8000)**											
49	**TRANSFER TO VARIOUS OTHER FUNDS (8100)**											
50	Abolishment or Abatement of the Working Cash Fund [16]	8110							0			
51	Transfer of Working Cash Fund Interest	8120							0			
52	Transfer Among Funds	8130										
53	Transfer of Interest [6]	8140										
54	Transfer from Capital Projects Fund to O&M Fund	8150										
55	Transfer of Excess Fire Prev & Safety Tax & Interest [3] Proceeds to O&M Fund	8160										
56	Transfer of Excess Accumulated Fire Prev & Safety Bond [3a] and Int Proceeds to Debt Service Fund	8170										
57	Taxes Pledged to Pay Principal on GASB 87 Leases	8410										
58	Grants/Reimbursements Pledged to Pay Principal on GASB 87 Leases	8420										
59	Other Revenues Pledged to Pay Principal on GASB 87 Leases	8430										
60	Fund Balance Transfers Pledged to Pay Principal on GASB 87 Leases	8440										
61	Taxes Pledged to Pay Interest on GASB 87 Leases	8510										
62	Grants/Reimbursements Pledged to Pay Interest on GASB 87 Leases	8520										
63	Other Revenues Pledged to Pay Interest on GASB 87 Leases	8530										
64	Fund Balance Transfers Pledged to Pay Interest on GASB 87 Leases	8540										
65	Taxes Pledged to Pay Principal on Revenue Bonds	8610										
66	Grants/Reimbursements Pledged to Pay Principal on Revenue Bonds	8620										
67	Other Revenues Pledged to Pay Principal on Revenue Bonds	8630										
68	Fund Balance Transfers Pledged to Pay Principal on Revenue Bonds	8640										
69	Taxes Pledged to Pay Interest on Revenue Bonds	8710										
70	Grants/Reimbursements Pledged to Pay Interest on Revenue Bonds	8720										
71	Other Revenues Pledged to Pay Interest on Revenue Bonds	8730										
72	Fund Balance Transfers Pledged to Pay Interest on Revenue Bonds	8740										
73	Taxes Transferred to Pay for Capital Projects	8810										
74	Grants/Reimbursements Pledged to Pay for Capital Projects	8820										
75	Other Revenues Pledged to Pay for Capital Projects	8830										
76	Fund Balance Transfers Pledged to Pay for Capital Projects	8840										
77	Transfer to Debt Service Fund to Pay Principal on ISBE Loans	8910										
78	Other Uses Not Classified Elsewhere	8990										
79	**Total Other Uses of Funds** [9]		0	0	0	0	0	0	0	0	0	
80	**Total Other Sources/Uses of Fund**		0	0	0	0	0	0	0	0	0	
81	**ESTIMATED ENDING FUND BALANCE (without Student Activity Funds) as of June 30, 2025**		236,256	11,000	0	2,000	0	0	0	0	0	
82												
83	**Student Activity (Fund 11) ESTIMATED BEGINNING FUND BALANCE as of July 1, 2024**		108,827									
84	**RECEIPTS/REVENUES (For Student Activity Funds)**											
85	**Total Student Activity Direct Receipts/Revenues (Local Sources)**	1799	25,000									
86	**DISBURSEMENTS/EXPENDITURES (For Student Activity Funds)**											
87	**Total Student Activity Direct Disbursements/Expenditures**	1999	25,000									
88	**Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures**		0									
89	**Student Activity ESTIMATED ENDING FUND BALANCE as of June 30, 2025**		108,827									
90												

	A	B	C	D	E	F	G	H	I	J	K	L
1	*Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.*		(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)	
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety	
91	Total ESTIMATED BEGINNING FUND BALANCE (All Sources Including Student Activity Funds) as of July 1, 2024		647,443	0	0	0	0	0	0	0	0	
92	RECEIPTS/REVENUES (All Sources with Student Activity Funds)											
93	LOCAL SOURCES	1000	1,141,700	43,000	0	30,000	0	0	0	0	0	
94	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000	306,500	0		0	0					
95	STATE SOURCES	3000	0	0	0	0	0	0	0	0	0	
96	FEDERAL SOURCES	4000	0	0	0	0	0	0	0	0	0	
97	Total Direct Receipts/Revenues [8]		1,448,200	43,000	0	30,000	0	0	0	0	0	
98	Receipts/Revenues for "On Behalf" Payments [2]	3998	0	0	0	0	0	0		0	0	
99	Total Receipts/Revenues		1,448,200	43,000	0	30,000	0	0	0	0	0	
100	DISBURSEMENTS/EXPENDITURES (All Sources with Student Activity Funds)											
101	INSTRUCTION	1000	1,413,650				0			0		
102	SUPPORT SERVICES	2000	268,160	32,000		28,000	0	0		0	0	
103	COMMUNITY SERVICES	3000	0	0		0	0			0		
104	PAYMENTS TO OTHER DISTRICTS & GOVT UNITS	4000	68,750	0	0	0	0	0		0	0	
105	DEBT SERVICES	5000	0	0	0	0	0			0	0	
106	PROVISION FOR CONTINGENCIES	6000	0	0	0	0	0	0		0	0	
107	Total Direct Disbursements/Expenditures [9]		1,750,560	32,000	0	28,000	0	0		0	0	
108	Disbursements/Expenditures for "On Behalf" Payments [2]	4180	0	0	0	0	0	0		0	0	
109	Total Disbursements/Expenditures		1,750,560	32,000	0	28,000	0	0		0	0	
110	Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		(302,360)	11,000	0	2,000	0	0	0	0	0	
111	OTHER SOURCES/USES OF FUNDS											
112	OTHER SOURCES OF FUNDS (7000)											
113	Total Other Sources of Funds [8]		0	0	0	0	0	0	0	0	0	
114	OTHER USES OF FUNDS (8000)											
116	Total Other Uses of Funds [9]		0	0	0	0	0	0	0	0	0	
117	Total Other Sources/Uses of Fund		0	0	0	0	0	0	0	0	0	
118	ESTIMATED ENDING FUND BALANCE (All Sources with Student Activity Funds) as of June 30, 2025		345,083	11,000	0	2,000	0	0	0	0	0	
119												
120	SUMMARY OF EXPENDITURES Without Student Activity Funds (by Major Object)											
121												
122	Description	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety	Total By Object
123	Object Name											
124	Salaries	100	1,203,400	0		0		0		0	0	1,203,400
125	Employee Benefits	200	232,910	400		0	0	0		0	0	233,310
126	Purchased Services	300	26,000	15,500	0	28,000		0		0	0	69,500
127	Supplies & Materials	400	143,750	16,100		0		0		0	0	159,850
128	Capital Outlay	500	50,000	0		0		0		0	0	50,000
129	Other Objects	600	69,500	0	0	0	0	0		0	0	69,500
130	Non-Capitalized Equipment	700	0	0		0		0		0	0	0
131	Termination Benefits	800	0	0		0				0		0
132	Total Expenditures		1,725,560	32,000	0	28,000	0	0		0	0	1,785,560

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
3	**BEGINNING CASH BALANCE ON HAND (without Student Activity Funds)7 as of July 1, 2024**		538,616	0	0	0	0	0	0	0	0
4	**Total Direct Receipts & Other Sources** [8]		1,423,200	43,000	0	30,000	0	0	0	0	0
5	**OTHER RECEIPTS**										
6	Interfund Loans Payable (Loans from Other Funds)	411									
7	Interfund Loans Receivable (Repayment of Loans)	141									
8	Notes and Warrants Payable	433									
9	Other Current Assets	199									
10	**Total Other Receipts**		0	0	0	0	0	0	0	0	0
11	**Total Direct Receipts, Other Sources, & Other Receipts**		1,423,200	43,000	0	30,000	0	0	0	0	0
12	**Total Amount Available**		1,961,816	43,000	0	30,000	0	0	0	0	0
13	**Total Direct Disbursements & Other Uses** [9]		1,725,560	32,000	0	28,000	0	0	0	0	0
14	**OTHER DISBURSEMENTS**										
15	Interfund Loans Receivable (Loans to Other Funds) [10]	141									
16	Interfund Loans Payable (Repayment of Loans)	411									
17	Notes and Warrants Payable	433									
18	Other Current Liabilities	499									
19	**Total Other Disbursements**		0	0	0	0	0	0	0	0	0
20	**Total Direct Disbursements, Other Uses, & Other Disbursements**		1,725,560	32,000	0	28,000	0	0	0	0	0
21	**ENDING CASH BALANCE ON HAND (without Student Activity Funds) as of June 30, 2025**		236,256	11,000	0	2,000	0	0	0	0	0
22											
23	**Activity Funds BEGINNING CASH BALANCE ON HAND7 as of July 1, 2024**		108,827								
24	**Total Direct Receipts & Other Sources** [8]		25,000								
25	**Total Amount Available**		133,827								
26	**Total Direct Disbursements & Other Uses** [9]		25,000								
27	**Activity funds ENDING CASH BALANCE ON HAND7 as of June 30, 2025**		108,827								
28											
29	**Total BEGINNING CASH BALANCE ON HAND (with Student Activity Funds)7 as of July 1, 2024**		647,443	0	0	0	0	0	0	0	0
30	**Total Direct Receipts & Other Sources** [8]		1,448,200	43,000	0	30,000	0	0	0	0	0
31	**Total Other Receipts**		0	0	0	0	0	0	0	0	0
32	**Total Direct Receipts, Other Sources, & Other Receipts**		1,448,200	43,000	0	30,000	0	0	0	0	0
33	**Total Amount Available**		2,095,643	43,000	0	30,000	0	0	0	0	0
34	**Total Direct Disbursements & Other Uses** [9]		1,750,560	32,000	0	28,000	0	0	0	0	0
35	**Total Other Disbursements**		0	0	0	0	0	0	0	0	0
36	**Total Direct Disbursements, Other Uses, & Other Disbursements**		1,750,560	32,000	0	28,000	0	0	0	0	0
37	**Total ENDING CASH BALANCE ON HAND (with Student Activity Funds)7 as of June 30, 2025**		345,083	11,000	0	2,000	0	0	0	0	0

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
3	**RECEIPTS/REVENUES FROM LOCAL SOURCES (1000)**										
4	**AD VALOREM TAXES LEVIED BY LOCAL EDUCATION AGENCY**	**1100**									
5	Designated Purposes Levies [11] (1110-1120)	-									
6	Leasing Purposes Levy [12]	1130									
7	Special Education Purposes Levy	1140									
8	FICA and Medicare Only Levies	1150									
9	Area Vocational Construction Purposes Levy	1160									
10	Summer School Purposes Levy	1170									
11	Other Tax Levies *(Describe & Itemize)*	1190									
12	**Total Ad Valorem Taxes Levied by District**		0	0	0	0	0	0	0	0	0
13	**PAYMENTS IN LIEU OF TAXES**	**1200**									
14	Mobile Home Privilege Tax	1210									
15	Payments from Local Housing Authority	1220									
16	Corporate Personal Property Replacement Taxes [13]	1230									
17	Other Payments in Lieu of Taxes *(Describe & Itemize)*	1290									
18	**Total Payments in Lieu of Taxes**		0	0	0	0	0	0	0	0	0
19	**TUITION**	**1300**									
20	Regular Tuition from Pupils or Parents (In State)	1311									
21	Regular Tuition from Other Districts (In State)	1312									
22	Regular Tuition from Other Sources (In State)	1313									
23	Regular Tuition from Other Sources (Out of State)	1314									
24	Summer School Tuition from Pupils or Parents (In State)	1321									
25	Summer School Tuition from Other Districts (In State)	1322									
26	Summer School Tuition from Other Sources (In State)	1323									
27	Summer School Tuition from Other Sources (Out of State)	1324									
28	CTE Tuition from Pupils or Parents (In State)	1331									
29	CTE Tuition from Other Districts (In State)	1332	1,116,700								
30	CTE Tuition from Other Sources (In State)	1333									
31	CTE Tuition from Other Sources (Out of State)	1334									
32	Special Education Tuition from Pupils or Parents (In State)	1341									
33	Special Education Tuition from Other Districts (In State)	1342									
34	Special Education Tuition from Other Sources (In State)	1343									
35	Special Education Tuition from Other Sources (Out of State)	1344									
36	Adult Tuition from Pupils or Parents (In State)	1351									
37	Adult Tuition from Other Districts (In State)	1352									
38	Adult Tuition from Other Sources (In State)	1353									
39	Adult Tuition from Other Sources (Out of State)	1354									
40	**Total Tuition**		1,116,700								
41	**TRANSPORTATION FEES**	**1400**									
42	Regular Transportation Fees from Pupils or Parents (In State)	1411									
43	Regular Transportation Fees from Other Districts (In State)	1412									
44	Regular Transportation Fees from Other Sources (In State)	1413									
45	Regular Transportation Fees from Co-curricular Activities (In State)	1415									
46	Regular Transportation Fees from Other Sources (Out of State)	1416									
47	Summer School Transportation Fees from Pupils or Parents (In State)	1421									
48	Summer School Transportation Fees from Other Districts (In State)	1422									
49	Summer School Transportation Fees from Other Sources (In State)	1423									
50	Summer School Transportation Fees from Other Sources (Out of State)	1424									
51	CTE Transportation Fees from Pupils or Parents (In State)	1431									
52	CTE Transportation Fees from Other Districts (In State)	1432									
53	CTE Transportation Fees from Other Sources (In State)	1433									
54	CTE Transportation Fees from Other Sources (Out of State)	1434									
55	Special Education Transportation Fees from Pupils or Parents (In State)	1441									
56	Special Education Transportation Fees from Other Districts (In State)	1442									

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
57	Special Education Transportation Fees from Other Sources (In State)	1443									
58	Special Education Transportation Fees from Other Sources (Out of State)	1444									
59	Adult Transportation Fees from Pupils or Parents (In State)	1451									
60	Adult Transportation Fees from Other Districts (In State)	1452									
61	Adult Transportation Fees from Other Sources (In State)	1453									
62	Adult Transportation Fees from Other Sources (Out of State)	1454									
63	**Total Transportation Fees**					0					
64	**EARNINGS ON INVESTMENTS**	**1500**									
65	Interest on Investments	1510									
66	Gain or Loss on Sale of Investments	1520									
67	**Total Earnings on Investments**		0	0	0	0	0	0	0	0	0
68	**FOOD SERVICE**	**1600**									
69	Sales to Pupils - Lunch	1611									
70	Sales to Pupils - Breakfast	1612									
71	Sales to Pupils - A la Carte	1613									
72	Sales to Pupils - Other *(Describe & Itemize)*	1614									
73	Sales to Adults	1620									
74	Other Food Service *(Describe & Itemize)*	1690									
75	**Total Food Service**		0								
76	**DISTRICT/SCHOOL ACTIVITY INCOME**	**1700**									
77	Admissions - Athletic	1711									
78	Admissions - Other	1719									
79	Fees	1720									
80	Book Store Sales	1730									
81	Other District/School Activity Revenue *(Describe & Itemize)*	1790									
82	Student Activity Fund Revenues	1799	25,000								
83	**Total District/School Activity Income (without Student Activity Funds 1799)**		0	0							
84	**Total District/School Activity Income (with Student Activity Funds 1799)**		25,000								
85	**TEXTBOOK INCOME**	**1800**									
86	Textbook Rentals - Regular Textbooks	1811									
87	Textbook Rentals - Summer School Textbooks	1812									
88	Textbook Rentals - Adult/Continuing Education Textbooks	1813									
89	Textbook Rentals - Other *(Describe & Itemize)*	1819									
90	Textbook Sales - Regular Textbooks	1821									
91	Textbook Sales - Summer School	1822									
92	Textbook Sales - Adult/Continuing Education	1823									
93	Textbook Sales - Other *(Describe & Itemize)*	1829									
94	Other Textbook Income *(Describe & Itemize)*	1890									
95	**Total Textbooks**		0								
96	**OTHER REVENUE FROM LOCAL SOURCES**	**1900**									
97	Rentals	1910									
98	Contributions and Donations from Private Sources	1920									
99	Impact Fees from Municipal or County Governments	1930									
100	Services Provided Other Districts	1940									
101	Refund of Prior Years' Expenditures	1950									
102	Payments of Surplus Moneys from TIF Districts	1960									
103	Drivers' Education Fees	1970									
104	Proceeds from Vendors' Contracts	1980									
105	School Facility Occupation Tax Proceeds	1983									
106	Payment from Other Districts	1991									
107	Sale of Vocational Projects	1992									
108	Other Local Fees *(Describe & Itemize)*	1993									
109	Other Local Revenues *(Describe & Itemize)*	1999		43,000		30,000					
110	**Total Other Revenue from Local Sources**		0	43,000	0	30,000	0	0	0	0	0

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
111	**Total Receipts/Revenues from Local Sources (without Student Activity Funds 1799)**	**1000**	1,116,700	43,000	0	30,000	0	0	0	0	0
112	**Total Receipts/Revenues from Local Sources (with Student Activity Funds 1799)**		1,141,700								
113	**FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT (2000)**										
114	Flow-Through Revenue from State Sources	2100	306,500								
115	Flow-Through Revenue from Federal Sources	2200									
116	Other Flow-Through Revenue *(Describe & Itemize)*	2300									
117	**Total Flow-Through Receipts/Revenues From One District to Another District**	**2000**	306,500	0		0	0				
118	**RECEIPTS/REVENUES FROM STATE SOURCES (3000)**										
119	**UNRESTRICTED GRANTS-IN-AID (3001-3099)**										
120	Evidence Based Funding Formula (Section 18-8.15)	3001									
121	Reorganization Incentives (Accounts 3005-3021)	3005									
122	Fast Growth District Grants	3030									
123	Other Unrestricted Grants-In-Aid From State Sources *(Describe & Itemize)*	3099									
124	**Total Unrestricted Grants-In-Aid**		0	0	0	0	0	0		0	0
125	**RESTRICTED GRANTS-IN-AID (3100-3900)**										
126	**SPECIAL EDUCATION**										
127	Special Education - Private Facility Tuition	3100									
128	Special Education - Funding for Children Requiring Sp Ed Services	3105									
129	Special Education - Personnel	3110									
130	Special Education - Orphanage - Individual	3120									
131	Special Education - Orphanage - Summer Individual	3130									
132	Special Education - Summer School	3145									
133	Special Education - Other *(Describe & Itemize)*	3199									
134	**Total Special Education**		0	0		0					
135	**CAREER AND TECHNICAL EDUCATION (CTE)**										
136	CTE - Technical Education - Tech Prep	3200									
137	CTE - Secondary Program Improvement (CTEI)	3220									
138	CTE - WECEP	3225									
139	CTE - Agriculture Education	3235									
140	CTE - Instructor Practicum	3240									
141	CTE - Student Organizations	3270									
142	CTE - Other *(Describe & Itemize)*	3299									
143	**Total Career and Technical Education**		0	0			0				
144	**BILINGUAL EDUCATION**										
145	Bilingual Education - Downstate - TPI and TBE	3305									
146	Bilingual Education - Downstate - Transitional Bilingual Education	3310									
147	**Total Bilingual Education**		0				0				
148	State Free Lunch & Breakfast	3360									
149	School Breakfast Initiative	3365									
150	Driver Education	3370									
151	Adult Education (from ICCB)	3410									
152	Adult Education - Other *(Describe & Itemize)*	3499									
153	**TRANSPORTATION**										
154	Transportation - Regular and Vocational	3500									
155	Transportation - Special Education	3510									
156	Transportation - Other *(Describe & Itemize)*	3599									
157	**Total Transportation**		0	0		0	0				
158	Learning Improvement - Change Grants	3610									
159	Scientific Literacy	3660									
160	Truant Alternative/Optional Education	3695									

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**Description: Enter Whole Numbers Only**	**Acct #**	**Educational**	**Operations & Maintenance**	**Debt Service**	**Transportation**	**Municipal Retirement/ Social Security**	**Capital Projects**	**Working Cash**	**Tort**	**Fire Prevention & Safety**
161	Early Childhood - Block Grant	3705									
162	Chicago General Education Block Grant	3766									
163	Chicago Educational Services Block Grant	3767									
164	School Safety & Educational Improvement Block Grant	3775									
165	Technology - Technology for Success	3780									
166	State Charter Schools	3815									
167	Extended Learning Opportunities - Summer Bridges	3825									
168	Infrastructure Improvements - Planning/Construction	3920									
169	School Infrastructure - Maintenance Projects	3925									
170	Other Restricted Revenue from State Sources *(Describe & Itemize)*	3999									
171	**Total Restricted Grants-In-Aid**		0	0	0	0	0	0	0	0	0
172	**Total Receipts/Revenues from State Sources**	**3000**	0	0	0	0	0	0	0	0	0
173	**RECEIPTS/REVENUES FROM FEDERAL SOURCES (4000)**										
174	**UNRESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT. (4001-4009)**										
175	Federal Impact Aid	4001									
176	Other Unrestricted Grants-In-Aid Received from Fed. Govt. *(Describe & Itemize)*	4009									
177	**Total Unrestricted Grants-In-Aid Received Directly from Fed Govt**		0	0	0	0	0	0	0	0	0
178	**RESTRICTED GRANTS-IN-AID RECEIVED DIRECTLY FROM FEDERAL GOVT (4045-4090)**										
179	Head Start	4045									
180	Construction (Impact Aid)	4050									
181	MAGNET	4060									
182	Other Restricted Grants-In-Aid Received from Fed. Govt. *(Describe & Itemize)*	4090									
183	**Total Restricted Grants-In-Aid Received Directly from Federal Govt.**		0	0		0	0	0			0
184	**RESTRICTED GRANTS-IN-AID RECEIVED FROM FEDERAL GOVT. THRU THE STATE (4100-4999)**										
185	**TITLE V**										
186	Title V - Flexibility and Accountability	4100									
187	Title V - SEA Projects	4105									
188	Title V - Rural Education Initiative (REI)	4107									
189	Title V - Other *(Describe & Itemize)*	4199									
190	**Total Title V**		0	0		0	0				
191	**FOOD SERVICE**										
192	Breakfast Start-Up Expansion	4200									
193	National School Lunch Program	4210									
194	Special Milk Program	4215									
195	School Breakfast Program	4220									
196	Summer Food Service Admin/Program	4225									
197	Child and Adult Care Food Program	4226									
198	Fresh Fruit and Vegetables	4240									
199	Food Service - Other *(Describe & Itemize)*	4299									
200	**Total Food Service**		0				0				
201	**TITLE I**										
202	Title I - Low Income	4300									
203	Title I - Low Income - Neglected, Private	4305									
204	Title I - Migrant Education	4340									
205	Title I - Other *(Describe & Itemize)*	4399									
206	**Total Title I**		0	0		0	0				
207	**TITLE IV**										
208	Title IV - Student Support & Academic Enrichment Grant	4400									
209	Title IV - Part A – Student Support & Academic Enrichment Grants Safe and Drug Free Schools	4415									

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	Description: Enter Whole Numbers Only	Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
210	Title IV - 21st Century	4421									
211	Title IV - Other *(Describe & Itemize)*	4499									
212	**Total Title IV**		0	0		0	0				
213	**FEDERAL - SPECIAL EDUCATION**										
214	Federal Special Education - Preschool Flow-Through	4600									
215	Federal Special Education - Preschool Discretionary	4605									
216	Federal Special Education - IDEA Flow Through	4620									
217	Federal Special Education - IDEA Room & Board	4625									
218	Federal Special Education - IDEA Discretionary	4630									
219	Federal Special Education - IDEA - Other *(Describe & Itemize)*	4699									
220	**Total Federal Special Education**		0	0		0	0				
221	**CTE - PERKINS**										
222	CTE - Perkins-Title IIIE Tech Prep	4770									
223	CTE - Other *(Describe & Itemize)*	4799									
224	**Total CTE - Perkins**		0	0			0				
225	Federal - Adult Education	4810									
226	ARRA - General State Aid - Education Stabilization	4850									
227	ARRA - Title I - Low Income	4851									
228	ARRA - Title I - Neglected, Private	4852									
229	ARRA - Title I - Delinquent, Private	4853									
230	ARRA - Title I - School Improvement (Part A)	4854									
231	ARRA - Title I - School Improvement (Section 1003g)	4855									
232	ARRA - IDEA - Part B - Preschool	4856									
233	ARRA - IDEA - Part B - Flow-Through	4857									
234	ARRA - Title IID - Technology - Formula	4860									
235	ARRA - Title IID - Technology - Competitive	4861									
236	ARRA - McKinney - Vento Homeless Education	4862									
237	ARRA - Child Nutrition Equipment Assistance	4863									
238	Impact Aid Formula Grants	4864									
239	Impact Aid Competitive Grants	4865									
240	Qualified Zone Academy Bond Tax Credits	4866									
241	Qualified School Construction Bond Credits	4867									
242	Build America Bond Tax Credits	4868									
243	Build America Bond Interest Reimbursement	4869									
244	ARRA - General State Aid - Other Government Services Stabilization	4870									
245	Other ARRA Funds - II	4871									
246	Other ARRA Funds - III	4872									
247	Other ARRA Funds - IV	4873									
248	Other ARRA Funds - V	4874									
249	ARRA - Early Childhood	4875									
250	Other ARRA Funds - VII	4876									
251	Other ARRA Funds - VIII	4877									
252	Other ARRA Funds - IX	4878									
253	Other ARRA Funds - X	4879									
254	Other ARRA Funds - Ed Job Fund Program	4880									
255	**Total Stimulus Programs**		0	0	0	0	0	0		0	0
256	Race to the Top Program	4901									
257	Race to the Top - Preschool Expansion Grant	4902									
258	Title III - Instruction for English Learners & Immigrant Students	4905									
259	Title III - English Language Acquistion	4909									
260	McKinney Education for Homeless Children	4920									
261	Title II - Eisenhower - Professional Development Formula	4930									
262	Title II - Teacher Quality	4932									
263	Title II - Part A – Supporting Effective Instruction – State Grants	4935									
264	Federal Charter Schools	4960									
265	State Assessment Grants	4981									

	A	B	C	D	E	F	G	H	I	J	K
1			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
2	**Description: Enter Whole Numbers Only**	**Acct #**	**Educational**	**Operations & Maintenance**	**Debt Service**	**Transportation**	**Municipal Retirement/ Social Security**	**Capital Projects**	**Working Cash**	**Tort**	**Fire Prevention & Safety**
266	Grant for State Assessments and Related Activities	4982									
267	Medicaid Matching Funds - Administrative Outreach	4991									
268	Medicaid Matching Funds - Fee-For-Service Program	4992									
269	Other Restricted Grants Received from Fed. Govt. thru State *(Describe & Itemize)*	4998									
270	**Total Restricted Grants-In-Aid Received from Federal Govt. Thru the State**		0	0	0	0	0	0		0	0
271	**TOTAL RECEIPTS/REVENUES FROM FEDERAL SOURCES**	**4000**	0	0	0	0	0	0	0	0	0
272	**TOTAL DIRECT RECEIPTS/REVENUES (without Student Activity Funds 1799)**		1,423,200	43,000	0	30,000	0	0	0	0	0
273	**TOTAL DIRECT RECEIPTS/REVENUES (with Student Activity Funds 1799)**		1,448,200								

	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	Description: Enter Whole Numbers Only	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
3	**10 - EDUCATIONAL FUND (ED)**										
4	**INSTRUCTION (ED)**	**1000**									
5	Regular Programs	1100									0
6	Tuition Payment to Charter Schools	1115									0
7	Pre-K Programs	1125									0
8	Special Education Programs (Functions 1200 - 1220)	1200									0
9	Special Education Programs Pre-K	1225									0
10	Remedial and Supplemental Programs K-12	1250									0
11	Remedial and Supplemental Programs Pre-K	1275									0
12	Adult/Continuing Education Programs	1300									0
13	CTE Programs	1400	1,007,850	165,750	22,800	142,250	50,000				1,388,650
14	Interscholastic Programs	1500									0
15	Summer School Programs	1600									0
16	Gifted Programs	1650									0
17	Driver's Education Programs	1700									0
18	Bilingual Programs	1800									0
19	Truant Alternative & Optional Programs	1900									0
20	Pre-K Programs - Private Tuition	1910									0
21	Regular K-12 Programs Private Tuition	1911									0
22	Special Education Programs K-12 Private Tuition	1912									0
23	Special Education Programs Pre-K Tuition	1913									0
24	Remedial/Supplemental Programs K-12 Private Tuition	1914									0
25	Remedial/Supplemental Programs Pre-K Private Tuition	1915									0
26	Adult/Continuing Education Programs Private Tuition	1916									0
27	CTE Programs Private Tuition	1917									0
28	Interscholastic Programs Private Tuition	1918									0
29	Summer School Programs Private Tuition	1919									0
30	Gifted Programs Private Tuition	1920									0
31	Bilingual Programs Private Tuition	1921									0
32	Truants Alternative/Opt Ed Programs Private Tuition	1922									0
33	Student Activity Fund Expenditures	1999						25,000			25,000
34	**Total Instruction[14] (Without Student Activity Funds 1999)**	**1000**	1,007,850	165,750	22,800	142,250	50,000	0	0	0	1,388,650
35	**Total Instruction14 (With Student Activity Funds 1999)**	**1000**	1,007,850	165,750	22,800	142,250	50,000	25,000	0	0	1,413,650
36	**SUPPORT SERVICES (ED)**	**2000**									
37	**Support Services - Pupil**	**2100**									
38	Attendance & Social Work Services	2110									0
39	Guidance Services	2120									0
40	Health Services	2130									0
41	Psychological Services	2140									0
42	Speech Pathology & Audiology Services	2150									0
43	Other Support Services - Pupils *(Describe & Itemize)*	2190									0
44	**Total Support Services - Pupil**	**2100**	0	0	0	0	0	0	0	0	0
45	**Support Services - Instructional Staff**	**2200**									
46	Improvement of Instruction Services	2210									0
47	Educational Media Services	2220									0
48	Assessment & Testing	2230									0
49	**Total Support Services - Instructional Staff**	**2200**	0	0	0	0	0	0	0	0	0
50	**Support Services - General Administration**	**2300**									
51	Board of Education Services	2310		11,450							11,450
52	Executive Administration Services	2320									0
53	Special Area Administration Services	2330									0
54	Tort Immunity Services	2361, 2365									0
55	**Total Support Services - General Administration**	**2300**	0	11,450	0	0	0	0	0	0	11,450
56	**Support Services - School Administration**	**2400**									
57	Office of the Principal Services	2410	148,000	33,690	3,200	1,500		750			187,140
58	Other Support Services - School Administration *(Describe & Itemize)*	2490									0
59	**Total Support Services - School Administration**	**2400**	148,000	33,690	3,200	1,500	0	750	0	0	187,140

	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	Description: Enter Whole Numbers Only	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
60	**Support Services - Business**	**2500**									
61	Direction of Business Support Services	2510									0
62	Fiscal Services	2520									0
63	Operation & Maintenance of Plant Services	2540	47,550	22,020							69,570
64	Pupil Transportation Services	2550									0
65	Food Services	2560									0
66	Internal Services	2570									0
67	**Total Support Services - Business**	**2500**	47,550	22,020	0	0	0	0	0	0	69,570
68	**Support Services - Central**	**2600**									
69	Direction of Central Support Services	2610									0
70	Planning, Research, Development & Evaluation Services	2620									0
71	Information Services	2630									0
72	Staff Services	2640									0
73	Data Processing Services	2660									0
74	**Total Support Services - Central**	**2600**	0	0	0	0	0	0	0	0	0
75	**Other Support Services - Misc.** *(Describe & Itemize)*	**2900**									0
76	**Total Support Services**	**2000**	195,550	67,160	3,200	1,500	0	750	0	0	268,160
77	**COMMUNITY SERVICES (ED)**	**3000**									0
78	**PAYMENTS TO OTHER DIST & GOVT UNITS (ED)**	**4000**									
79	**Payments to Other Dist & Govt Units (In-State)**	**4100**									
80	Payments for Regular Programs	4110									0
81	Payments for Special Education Programs	4120									0
82	Payments for Adult/Continuing Education Programs	4130									0
83	Payments for CTE Programs	4140						68,750			68,750
84	Payments for Community College Programs	4170									0
85	Other Payments to In-State Govt Units - Programs *(Describe & Itemize)*	4190									0
86	**Total Payments to Other Dist & Govt Units (In-State)**	**4100**			0			68,750			68,750
87	Payments for Regular Programs - Tuition	4210									0
88	Payments for Special Education Programs - Tuition	4220									0
89	Payments for Adult/Continuing Education Programs - Tuition	4230									0
90	Payments for CTE Programs - Tuition	4240									0
91	Payments for Community College Programs - Tuition	4270									0
92	Payments for Other Programs - Tuition	4280									0
93	Other Payments to In-State Govt Units - Tuition *(Describe & Itemize)*	4290									0
94	**Total Payments to Other Dist & Govt Units - Tuition (In State)**	**4200**						0			0
95	Payments for Regular Programs - Transfers	4310									0
96	Payments for Special Education Programs - Transfers	4320									0
97	Payments for Adult/Continuing Ed Programs - Transfers	4330									0
98	Payments for CTE Programs - Transfers	4340									0
99	Payments for Community College Program - Transfers	4370									0
100	Payments for Other Programs - Transfers	4380									0
101	Other Payments to In-State Govt Units - Transfers *(Describe & Itemize)*	4390									0
102	**Total Payments to Other Dist & Govt Units-Transfers (In State)**	**4300**			0			0			0
103	Payments to Other Dist & Govt Units (Out of State)	4400									0
104	**Total Payments to Other Dist & Govt Units**	**4000**			0			68,750			68,750
105	**DEBT SERVICE (ED)**	**5000**									
106	**Debt Service - Interest on Short-Term Debt**	**5100**									
107	Tax Anticipation Warrants	5110									0
108	Tax Anticipation Notes	5120									0
109	Corporate Personal Property Repl Tax Anticipated Notes	5130									0
110	State Aid Anticipation Certificates	5140									0
111	Other Interest on Short-Term Debt *(Describe & Itemize)*	5150									0
112	**Total Debt Service - Interest on Short-Term Debt**	**5100**						0			0
113	**Debt Service - Interest on Long-Term Debt**	**5200**									0
114	**Total Debt Service**	**5000**						0			0
115	**PROVISION FOR CONTINGENCIES (ED)**	**6000**									0
116	**Total Direct Disbursements/Expenditures (without Student Activity Funds (1999)**		1,203,400	232,910	26,000	143,750	50,000	69,500	0	0	1,725,560

	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	Description: Enter Whole Numbers Only	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
117	**Total Direct Disbursements/Expenditures (with Student Activity Funds (1999)**		1,203,400	232,910	26,000	143,750	50,000	94,500	0	0	1,750,560
118	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures (without Student Activity Funds 1999)**										(302,360)
119	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures (with Student Activity Funds 1999)**										(302,360)
120											
121	**20 - OPERATIONS AND MAINTENANCE FUND (O&M)**										
122	**SUPPORT SERVICES (O&M)**	**2000**									
123	**Support Services - Pupil**	**2100**									
124	Other Support Services - Pupils *(Describe & Itemize)*	2190									0
125	**Support Services - Business**	**2500**									
126	Direction of Business Support Services	2510									0
127	Facilities Acquisition & Construction Services	2530									0
128	Operation & Maintenance of Plant Services	2540		400	15,500	16,100					32,000
129	Pupil Transportation Services	2550									0
130	Food Services	2560									0
131	**Total Support Services - Business**	**2500**	0	400	15,500	16,100	0	0	0	0	32,000
132	**Other Support Services - Misc.** *(Describe & Itemize)*	**2900**									0
133	**Total Support Services**	**2000**	0	400	15,500	16,100	0	0	0	0	32,000
134	**COMMUNITY SERVICES (O&M)**	**3000**									0
135	**PAYMENTS TO OTHER DIST & GOVT UNITS (O&M)**	**4000**									
136	**Payments to Other Dist & Govt Units (In-State)**	**4100**									
137	Payments for Regular Programs	4110									0
138	Payments for Special Education Programs	4120									0
139	Payments for CTE Program	4140									0
140	Other Payments to In-State Govt Units - Programs *(Describe & Itemize)*	4190									0
141	**Total Payments to Other Dist & Govt Units (In-State)**	**4100**			0			0			0
142	Payments to Other Dist & Govt Units (Out of State) [14]	4400									0
143	**Total Payments to Other Dist & Govt Unit**	**4000**			0			0			0
144	**DEBT SERVICE (O&M)**	**5000**									
145	**Debt Service - Interest on Short-Term Debt**	**5100**									
146	Tax Anticipation Warrants	5110									0
147	Tax Anticipation Notes	5120									0
148	Corporate Personal Prop Repl Tax Anticipated Notes	5130									0
149	State Aid Anticipation Certificates	5140									0
150	Other Interest on Short-Term Debt *(Describe & Itemize)*	5150									0
151	**Total Debt Service - Interest on Short-Term Debt**	**5100**						0			0
152	**Debt Service - Interest on Long-Term Debt**	**5200**									0
153	**Total Debt Service**	**5000**						0			0
154	**PROVISION FOR CONTINGENCIES (O&M)**	**6000**									0
155	**Total Direct Disbursements/Expenditures**		0	400	15,500	16,100	0	0	0	0	32,000
156	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										11,000
157											
158	**30 - DEBT SERVICE FUND (DS)**										
159	**PAYMENTS TO OTHER DIST & GOVT UNITS (DS)**	**4000**									
160	**Payments to Other Dist & Govt Units (In-State)**	**4100**									
161	Payments for Regular Programs	4110									0
162	Payments for Special Education Programs	4120									0
163	Other Payments to In-State Govt Units - Programs *(Describe & Itemize)*	4190									0
164	**Total Payments to Other Dist & Govt Units (In-State)**	**4000**						0			0
165	**DEBT SERVICE (DS)**	**5000**									
166	**Debt Service - Interest on Short-Term Debt**	**5100**									
167	Tax Anticipation Warrants	5110									0
168	Tax Anticipation Notes	5120									0
169	Corporate Personal Prop Repl Tax Anticipation Notes	5130									0
170	State Aid Anticipation Certificates	5140									0

	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	Description: Enter Whole Numbers Only	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
171	Other Interest on Short-Term Debt *(Describe & Itemize)*	5150									
172	**Total Debt Service - Interest On Short-Term Debt**	**5100**						0			0
173	**Debt Service - Interest on Long-Term Debt**	**5200**									0
174	**Debt Service - Payments of Principal on Long-Term Debt [15] (Lease/Purchase Principal Retired)** *(Describe & Itemize)*	**5300**									0
175	**Debt Service - Other** *(Describe & Itemize)*	**5400**									0
176	**Total Debt Service**	**5000**			0			0			0
177	**PROVISION FOR CONTINGENCIES (DS)**	**6000**									0
178	**Total Direct Disbursements/Expenditures**				0			0			0
179	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										0
180											
181	**40 - TRANSPORTATION FUND (TR)**										
182	**SUPPORT SERVICES (TR)**	**2000**									
183	**Support Services - Pupils**	**2100**									
184	Other Support Services - Pupils *(Describe & Itemize)*	2190									0
185	**Support Services - Business**										
186	Pupil Transportation Services	2550			28,000						28,000
187	Other Support Services - Business *(Describe & Itemize)*	2900									0
188	**Total Support Services**	**2000**	0	0	28,000	0	0	0	0	0	28,000
189	**COMMUNITY SERVICES (TR)**	**3000**									0
190	**PAYMENTS TO OTHER DIST & GOVT UNITS (TR)**	**4000**									
191	**Payments to Other Dist & Govt Units (In-State)**	**4100**									
192	Payments for Regular Program	4110									0
193	Payments for Special Education Programs	4120									0
194	Payments for Adult/Continuing Education Programs	4130									0
195	Payments for CTE Programs	4140									0
196	Payments for Community College Programs	4170									0
197	Other Payments to In-State Govt Units - Programs *(Describe & Itemize)*	4190									0
198	**Total Payments to Other Dist & Govt Units (In-State)**	**4100**			0			0			0
199	**Payments to Other Dist & Govt Units (Out-of-State)** *(Describe & Itemize)*	**4400**									0
200	**Total Payments to Other Dist & Govt Units**	**4000**			0			0			0
201	**DEBT SERVICE (TR)**	**5000**									
202	**Debt Service - Interest on Short-Term Debt**	**5100**									
203	Tax Anticipation Warrants	5110									0
204	Tax Anticipation Notes	5120									0
205	Corporate Personal Prop Repl Tax Anticipation Notes	5130									0
206	State Aid Anticipation Certificates	5140									0
207	Other Interest on Short-Term Debt *(Describe & Itemize)*	5150									0
208	**Total Debt Service - Interest On Short-Term Debt**	**5100**						0			0
209	**Debt Service - Interest on Long-Term Debt**	**5200**									0
210	**Debt Service - Payments of Principal on Long-Term Debt [15] (Lease/Purchase Principal Retired)** *(Describe & Itemize)*	**5300**									0
211	**Debt Service - Other** *(Describe & Itemize)*	**5400**									0
212	**Total Debt Service**	**5000**						0			0
213	**PROVISION FOR CONTINGENCIES (TR)**	**6000**									0
214	**Total Direct Disbursements/Expenditures**		0	0	28,000	0	0	0	0	0	28,000
215	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										2,000
216											
217	**50 - MUNICIPAL RETIREMENT/SOC SEC FUND (MR/SS)**										
218	**INSTRUCTION (MR/SS)**	**1000**									
219	Regular Program	1100									0
220	Pre-K Programs	1125									0
221	Special Education Programs (Functions 1200-1220)	1200									0
222	Special Education Programs Pre-K	1225									0
223	Remedial and Supplemental Programs K-12	1250									0

	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	Description: Enter Whole Numbers Only	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
224	Remedial and Supplemental Programs Pre-K	1275									
225	Adult/Continuing Education Programs	1300									0
226	CTE Programs	1400									0
227	Interscholastic Programs	1500									0
228	Summer School Programs	1600									0
229	Gifted Programs	1650									0
230	Driver's Education Programs	1700									0
231	Bilingual Programs	1800									0
232	Truant Alternative & Optional Programs	1900									0
233	**Total Instruction**	**1000**		0							0
234	**SUPPORT SERVICES (MR/SS)**	**2000**									0
235	**Support Services - Pupil**	**2100**									
236	Attendance & Social Work Services	2110									
237	Guidance Services	2120									0
238	Health Services	2130									0
239	Psychological Services	2140									0
240	Speech Pathology & Audiology Services	2150									0
241	Other Support Services - Pupils *(Describe & Itemize)*	2190									0
242	**Total Support Services - Pupil**	**2100**		0							0
243	**Support Services - Instructional Staff**	**2200**									0
244	Improvement of Instruction Services	2210									
245	Educational Media Services	2220									0
246	Assessment & Testing	2230									0
247	**Total Support Services - Instructional Staff**	**2200**		0							0
248	**Support Services - General Administration**	**2300**									0
249	Board of Education Services	2310									
250	Executive Administration Services	2320									0
251	Special Area Administrative Services	2330									0
252	Claims Paid from Self Insurance Fund	2361									0
253	Risk Management and Claims Services Payments	2365									0
254	**Total Support Services - General Administration**	**2300**		0							0
255	**Support Services - School Administration**	**2400**									0
256	Office of the Principal Services	2410									
257	Other Support Services - School Administration *(Describe & Itemize)*	2490									0
258	**Total Support Services - School Administration**	**2400**		0							0
259	**Support Services - Business**	**2500**									0
260	Direction of Business Support Services	2510									
261	Fiscal Services	2520									0
262	Facilities Acquisition & Construction Services	2530									0
263	Operation & Maintenance of Plant Service	2540									0
264	Pupil Transportation Services	2550									0
265	Food Services	2560									0
266	Internal Services	2570									0
267	**Total Support Services - Business**	**2500**		0							0
268	**Support Services - Central**	**2600**									0
269	Direction of Central Support Services	2610									
270	Planning, Research, Development & Evaluation Services	2620									0
271	Information Services	2630									0
272	Staff Services	2640									0
273	Data Processing Services	2660									0
274	**Total Support Services - Central**	**2600**		0							0
275	**Other Support Services - Misc.** *(Describe & Itemize)*	**2900**									0
276	**Total Support Services**	**2000**		0							0
277	**COMMUNITY SERVICES (MR/SS)**	**3000**									0
278	**PAYMENTS TO OTHER DIST & GOVT UNITS (MR/SS)**	**4000**									0
279	Payments for Regular Programs	4110									
280	Payments for Special Education Programs	4120									0
281	Payments for CTE Programs	4140									0

	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	Description: Enter Whole Numbers Only	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
282	**Total Payments to Other Dist & Govt Units**	**4000**		0							0
283	**DEBT SERVICE (MR/SS)**	**5000**									
284	**Debt Service - Interest on Short-Term Debt**	**5100**									
285	Tax Anticipation Warrants	5110									
286	Tax Anticipation Notes	5120									0
287	Corporate Personal Prop Repl Tax Anticipation Notes	5130									0
288	State Aid Anticipation Certificates	5140									0
289	Other Interest on Short-Term Debt *(Describe & Itemize)*	5150									0
290	**Total Debt Service**	**5000**						0			0
291	**PROVISION FOR CONTINGENCIES (MR/SS)**	**6000**									0
292	**Total Direct Disbursements/Expenditures**			0				0			0
293	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										0
294											
295	**60 - CAPITAL PROJECTS (CP)**										
296	**SUPPORT SERVICES (CP)**	**2000**									
297	**Support Services - Business**										
298	Facilities Acquisition & Construction Services	2530									0
299	Other Support Services - Business *(Describe & Itemize)*	2900									0
300	**Total Support Services**	**2000**	0	0	0	0	0	0	0		0
301	**PAYMENTS TO OTHER DIST & GOVT UNITS (CP)**	**4000**									
302	**Payments to Other Dist & Govt Units (In-State)**	**4100**									
303	Payments to Regular Programs	4110									0
304	Payment for Special Education Programs	4120									0
305	Payment for CTE Programs	4140									0
306	Payments to Other Govt Units - Programs (In-State) *(Describe & Itemize)*	4190									0
307	**Total Payments to Other Districts & Govt Units**	**4000**			0			0			0
308	**PROVISION FOR CONTINGENCIES (CP)**	**6000**									0
309	**Total Direct Disbursements/Expenditures**		0	0	0	0	0	0	0		0
310	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										0
311											
312	**70 WORKING CASH FUND (WC)**										
313											
314	**80 - TORT FUND (TF)**										
315	**INSTRUCTION (TF)**	**1000**									
316	Regular Programs	1100									0
317	Tuition Payment to Charter Schools	1115									0
318	Pre-K Programs	1125									0
319	Special Education Programs (Functions 1200 - 1220)	1200									0
320	Special Education Programs Pre-K	1225									0
321	Remedial and Supplemental Programs K-12	1250									0
322	Remedial and Supplemental Programs Pre-K	1275									0
323	Adult/Continuing Education Programs	1300									0
324	CTE Programs	1400									0
325	Interscholastic Programs	1500									0
326	Summer School Programs	1600									0
327	Gifted Programs	1650									0
328	Driver's Education Programs	1700									0
329	Bilingual Programs	1800									0
330	Truant Alternative & Optional Programs	1900									0
331	Pre-K Programs - Private Tuition	1910									0
332	Regular K-12 Programs Private Tuition	1911									0
333	Special Education Programs K-12 Private Tuition	1912									0
334	Special Education Programs Pre-K Tuition	1913									0
335	Remedial/Supplemental Programs K-12 Private Tuition	1914									0
336	Remedial/Supplemental Programs Pre-K Private Tuition	1915									0
337	Adult/Continuing Education Programs Private Tuition	1916									0
338	CTE Programs Private Tuition	1917									0

	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	Description: Enter Whole Numbers Only	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
339	Interscholastic Programs Private Tuition	1918									0
340	Summer School Programs Private Tuition	1919									0
341	Gifted Programs Private Tuition	1920									0
342	Bilingual Programs Private Tuition	1921									0
343	Truants Alternative/Opt Ed Programs Private Tuition	1922									0
344	**Total Instruction**[14]	**1000**	0	0	0	0	0	0	0	0	0
345	**SUPPORT SERVICES (TF)**	**2000**									
346	**Support Services - Pupil**	**2100**									
347	Attendance & Social Work Services	2110									0
348	Guidance Services	2120									0
349	Health Services	2130									0
350	Psychological Services	2140									0
351	Speech Pathology & Audiology Services	2150									0
352	Other Support Services - Pupils *(Describe & Itemize)*	2190									0
353	**Total Support Services - Pupil**	**2100**	0	0	0	0	0	0	0	0	0
354	**Support Services - Instructional Staff**	**2200**									
355	Improvement of Instruction Services	2210									0
356	Educational Media Services	2220									0
357	Assessment & Testing	2230									0
358	**Total Support Services - Instructional Staff**	**2200**	0	0	0	0	0	0	0	0	0
359	**Support Services - General Administration**	**2300**									
360	Board of Education Services	2310									0
361	Executive Administration Services	2320									0
362	Special Area Administration Services	2330									0
363	Claims Paid from Self Insurance Fund	2361									0
364	Risk Management and Claims Services Payments	2365									0
365	**Total Support Services - General Administration**	**2300**	0	0	0	0	0	0	0	0	0
366	**Support Services - School Administration**	**2400**									
367	Office of the Principal Services	2410									0
368	Other Support Services - School Administration *(Describe & Itemize)*	2490									0
369	**Total Support Services - School Administration**	**2400**	0	0	0	0	0	0	0	0	0
370	**Support Services - Business**	**2500**									
371	Direction of Business Support Services	2510									0
372	Fiscal Services	2520									0
373	Facilities Acquisition & Construction Services	2530									0
374	Operation & Maintenance of Plant Services	2540									0
375	Pupil Transportation Services	2550									0
376	Food Services	2560									0
377	Internal Services	2570									0
378	**Total Support Services - Business**	**2500**	0	0	0	0	0	0	0	0	0
379	**Support Services - Central**	**2600**									
380	Direction of Central Support Services	2610									0
381	Planning, Research, Development & Evaluation Services	2620									0
382	Information Services	2630									0
383	Staff Services	2640									0
384	Data Processing Services	2660									0
385	**Total Support Services - Central**	**2600**	0	0	0	0	0	0	0	0	0
386	**Other Support Services - Misc.** *(Describe & Itemize)*	**2900**									0
387	**Total Support Services**	**2000**	0	0	0	0	0	0	0	0	0
388	**COMMUNITY SERVICES (TF)**	**3000**									0
389	**PAYMENTS TO OTHER DIST & GOVT UNITS (TF)**	**4000**									
390	**Payments to Other Dist & Govt Units (In-State)**	4100									
391	Payments for Regular Programs	4110									0
392	Payments for Special Education Programs	4120									0
393	Payments for Adult/Continuing Education Programs	4130									0
394	Payments for CTE Programs	4140									0
395	Payments for Community College Programs	4170									0

	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	**Description: Enter Whole Numbers Only**	**Funct #**	**Salaries**	**Employee Benefits**	**Purchased Services**	**Supplies & Materials**	**Capital Outlay**	**Other Objects**	**Non-Capitalized Equipment**	**Termination Benefits**	**Total**
396	Other Payments to In-State Govt Units - Programs *(Describe & Itemize)*	4190									
397	**Total Payments to Other Dist & Govt Units (In-State)**	**4100**			0			0			0
398	Payments for Regular Programs - Tuition	4210									0
399	Payments for Special Education Programs - Tuition	4220									0
400	Payments for Adult/Continuing Education Programs - Tuition	4230									0
401	Payments for CTE Programs - Tuition	4240									0
402	Payments for Community College Programs - Tuition	4270									0
403	Payments for Other Programs - Tuition	4280									0
404	Other Payments to In-State Govt Units - Tuition *(Describe & Itemize)*	4290									0
405	**Total Payments to Other Dist & Govt Units - Tuition (In State)**	**4200**						0			0
406	Payments for Regular Programs - Transfers	4310									0
407	Payments for Special Education Programs - Transfers	4320									0
408	Payments for Adult/Continuing Ed Programs - Transfers	4330									0
409	Payments for CTE Programs - Transfers	4340									0
410	Payments for Community College Program - Transfers	4370									0
411	Payments for Other Programs - Transfers	4380									0
412	Other Payments to In-State Govt Units - Transfers *(Describe & Itemize)*	4390									0
413	**Total Payments to Other Dist & Govt Units-Transfers (In State)**	**4300**			0			0			0
414	Payments to Other Dist & Govt Units (Out of State)	4400									0
415	**Total Payments to Other Dist & Govt Units**	**4000**			0			0			0
416	**DEBT SERVICE (TF)**	**5000**									
417	**Debt Service - Interest on Short-Term Debt**										
418	Tax Anticipation Warrants	5110									0
419	Tax Anticipation Notes	5120									0
420	Corporate Personal Property Replacement Tax Anticipation Notes	5130									0
421	State Aid Anticipation Certificates	5140									0
422	Other Interest or Short-Term Debt *(Describe & Itemize)*	5150									0
423	**Debt Service - Interest on Long-Term Debt**	**5200**									0
424	**Debt Service - Payments of Principal on Long-Term Debt [15] (Lease/Purchase Principal Retired)** *(Describe & Itemize)*	**5300**									0
425	**Debt Service - Other** *(Describe & Itemize)*	**5400**									0
426	**Total Debt Service**	**5000**			0			0			0
427	**PROVISION FOR CONTINGENCIES (TF)**	**6000**									0
428	**Total Direct Disbursements/Expenditures**		0	0	0	0	0	0	0	0	0
429	**Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures**										0
430											
431	**90 - FIRE PREVENTION & SAFETY FUND (FP&S)**										
432	**SUPPORT SERVICES (FP&S)**	**2000**									
433	**Support Services - Business**	**2500**									
434	Facilities Acquisition & Construction Services	2530									0
435	Operation & Maintenance of Plant Service	2540									0
436	**Total Support Services - Business**	**2500**	0	0	0	0	0	0	0		0
437	**Other Support Services - Misc.** *(Describe & Itemize)*	**2900**									0
438	**Total Support Services**	**2000**	0	0	0	0	0	0	0		0
439	**PAYMENTS TO OTHER DISTRICTS & GOVT UNITS (FP&S)**	**4000**									
440	Payments to Regular Programs	4110									0
441	Payments to Special Education Programs	4120									0
442	Other Payments to In-State Govt Units - Programs *(Describe & Itemize)*	4190									0
443	**Total Payments to Other Districts & Govt Units (FPS)**	**4000**						0			0
444	**DEBT SERVICE (FP&S)**	**5000**									
445	**Debt Service - Interest on Short-Term Debt**	**5100**									
446	Tax Anticipation Warrants	5110									0
447	Other Interest on Short-Term Debt *(Describe & Itemize)*	5150									0
448	**Total Debt Service - Interest on Short-Term Debt**	**5100**						0			0
449	**Debt Service - Interest on Long-Term Debt**	**5200**									0
450	**Debt Service - Payments of Principal on Long-Term Debt [15] (Lease/Purchase Principal Retired)** *(Describe & Itemize)*	**5300**									0

	A	B	C	D	E	F	G	H	I	J	K
1			(100)	(200)	(300)	(400)	(500)	(600)	(700)	(800)	(900)
2	Description: Enter Whole Numbers Only	Funct #	Salaries	Employee Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other Objects	Non-Capitalized Equipment	Termination Benefits	Total
451	Total Debt Service	5000						0			0
452	PROVISIONS FOR CONTINGENCIES (FP&S)	6000									0
453	Total Direct Disbursements/Expenditures		0	0	0	0	0	0	0		0
454	Excess (Deficiency) of Receipts/Revenues Over Disbursements/Expenditures										0

	B	C	D	E	F	G	H
1	**If there is an amount in column C or column G, please describe the type of revenue or expenditure in column D or column H.**						
2	**Revenue Check:**	OK					
3	**Expenditure Check:**	OK					
4	**Revenues Acct. (EstRev tab)**	**Amount**	**Describe Revenue**		**Expenditures Fund-Function (EstExp tab)**	**Amount**	**Describe Expenditures**
5	**1190**				**10-2190**		
6	**1290**				**10-2490**		
7	**1614**				**10-2900**		
8	**1690**				**10-4190**		
9	**1790**				**10-4290**		
10	**1819**				**10-4390**		
11	**1829**				**10-4400**		
12	**1890**				**10-5150**		
13	**1993**				**20-2190**		
14	**1999**	**$ 73,000**	Tuition from other participating Districts		**20-2900**		
15	**2300**				**20-4190**		
16	**3099**				**20-4400**		
17	**3199**				**20-5150**		
18	**3299**				**30-4190**		
19	**3499**				**30-5150**		
20	**3599**				**30-5300**		
21	**3999**				**30-5400**		
22	**4009**				**40-2190**		
23	**4090**				**40-2900**		
24	**4199**				**40-4190**		
25	**4299**				**40-4400**		
26	**4399**				**40-5150**		
27	**4499**				**40-5300**		
28	**4699**				**40-5400**		
29	**4799**				**50-2190**		
30	**4998**				**50-2490**		
31					**50-2900**		
32					**50-5150**		
33					**60-2900**		
34					**60-4190**		
35					**80-2190**		
36					**80-2490**		
37					**80-2900**		
38					**80-4190**		
39					**80-4290**		
40					**80-4390**		
41					**80-4400**		
42					**80-5150**		
43					**80-5300**		
44					**80-5400**		
45					**90-2900**		
46					**90-4190**		
47					**90-5150**		
48					**90-5300**		

DEFICIT BUDGET SUMMARY INFORMATION - Operating Funds Only (School Districts Only)					
Description	EDUCATIONAL FUND (10)	OPERATIONS & MAINTENANCE FUND (20)	TRANSPORTATION FUND (40)	WORKING CASH FUND (70)	TOTAL
Direct Revenues	1,423,200	43,000	30,000		1,496,200
Direct Expenditures	1,725,560	32,000	28,000		1,785,560
Difference	(302,360)	11,000	2,000		(289,360)
Estimated Fund Balance - June 30, 2025	236,256	11,000	2,000		249,256

Deficit Reduction Plan is not required

A deficit reduction plan is required if the local board of education adopts (or amends) the 2024-2025 school district budget in which the "operating funds" listed above result in direct revenues (line 9, BudgetSum 2-4) being less than direct expenditures (line 19, BudgetSum 2-4) by an amount equal to or greater than one-third (1/3) of the ending fund balance (line 81, BudgetSum 2-4).

Note: *The balance is determined using only the four funds listed above. That is, if the estimated ending fund balance is less than three times the deficit spending, the district must adopt and file with ISBE a deficit reduction plan to balance the shortfall within three years.*

Per School Code (105 ILCS 5/17-1) - If the Deficit AFR Summary Information tab from the 2023-2024 Annual Financial Report (AFR) reflects a deficit as defined above, then the school district shall adopt and submit a deficit reduction plan (found here on page 23-27) to ISBE within 30 days after acceptance of the AFR.

The deficit reduction plan, if required, is developed using ISBE guidelines and format.

	A	B	C	D	E	F	G
1	**School Districts Only*		DEFICIT REDUCTION PLAN				
2							
3	*41057010041*		ESTIMATED BUDGET				
4	*District Number*		FY2024-2025				
5	*Collinsville Area Career Ctr*						
6	*District Name*		Educational Fund	Operations & Maintenance Fund	Transportation Fund	Working Cash Fund	Total
7	ESTIMATED BEGINNING FUND BALANCE *(must equal prior Ending Fund Balance)*		538,616	0	0	0	538,616
8	RECEIPTS/REVENUES	Acct #					
9	LOCAL SOURCES	1000	1,116,700	43,000	30,000	0	1,189,700
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000	306,500	0	0		306,500
11	STATE SOURCES	3000	0	0	0	0	0
12	FEDERAL SOURCES	4000	0	0	0	0	0
13	Total Receipts/Revenues		1,423,200	43,000	30,000	0	1,496,200
14	DISBURSEMENTS/EXPENDITURES	Funct #					
15	INSTRUCTION	1000	1,388,650				1,388,650
16	SUPPORT SERVICES	2000	268,160	32,000	28,000		328,160
17	COMMUNITY SERVICES	3000	0	0	0		0
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000	68,750	0	0		68,750
19	DEBT SERVICES	5000	0	0	0		0
20	PROVISION FOR CONTINGENCIES	6000	0	0	0		0
21	Total Disbursements/Expenditures		1,725,560	32,000	28,000		1,785,560
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		(302,360)	11,000	2,000	0	(289,360)
23	OTHER SOURCES/USES OF FUNDS						
24	OTHER SOURCES OF FUNDS (7000)		0	0	0	0	0
25	OTHER USES OF FUNDS (8000)		0	0	0	0	0
26	TOTAL OTHER SOURCES/USES OF FUNDS		0	0	0	0	0
27	ESTIMATED ENDING FUND BALANCE		236,256	11,000	2,000	0	249,256

	A	B	H	I	J	K	L
1	**School Districts Only*		ESTIMATED BUDGET FY2025-2026				
2							
3	*41057010041*						
4	*District Number*						
5	*Collinsville Area Career Ctr*						
6	*District Name*		Educational Fund	Operations & Maintenance Fund	Transportation Fund	Working Cash Fund	Total
7	ESTIMATED BEGINNING FUND BALANCE *(must equal prior Ending Fund Balance)*		236,256	11,000	2,000	0	249,256
8	RECEIPTS/REVENUES	Acct #					
9	LOCAL SOURCES	1000					0
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000					0
11	STATE SOURCES	3000					0
12	FEDERAL SOURCES	4000					0
13	Total Receipts/Revenues		0	0	0	0	0
14	DISBURSEMENTS/EXPENDITURES	Funct #					
15	INSTRUCTION	1000					0
16	SUPPORT SERVICES	2000					0
17	COMMUNITY SERVICES	3000					0
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000					0
19	DEBT SERVICES	5000					0
20	PROVISION FOR CONTINGENCIES	6000					0
21	Total Disbursements/Expenditures		0	0	0		0
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		0	0	0	0	0
23	OTHER SOURCES/USES OF FUNDS						
24	OTHER SOURCES OF FUNDS (7000)						0
25	OTHER USES OF FUNDS (8000)						0
26	TOTAL OTHER SOURCES/USES OF FUNDS		0	0	0	0	0
27	ESTIMATED ENDING FUND BALANCE		236,256	11,000	2,000	0	249,256

	A	B	M	N	O	P	Q
1	**School Districts Only*		ESTIMATED BUDGET FY2026-2027				
2							
3	*41057010041*						
4	*District Number*						
5	*Collinsville Area Career Ctr*						
6	*District Name*		Educational Fund	Operations & Maintenance Fund	Transportation Fund	Working Cash Fund	Total
7	ESTIMATED BEGINNING FUND BALANCE *(must equal prior Ending Fund Balance)*		236,256	11,000	2,000	0	249,256
8	RECEIPTS/REVENUES	Acct #					
9	LOCAL SOURCES	1000					0
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000					0
11	STATE SOURCES	3000					0
12	FEDERAL SOURCES	4000					0
13	Total Receipts/Revenues		0	0	0	0	0
14	DISBURSEMENTS/EXPENDITURES	Funct #					
15	INSTRUCTION	1000					0
16	SUPPORT SERVICES	2000					0
17	COMMUNITY SERVICES	3000					0
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000					0
19	DEBT SERVICES	5000					0
20	PROVISION FOR CONTINGENCIES	6000					0
21	Total Disbursements/Expenditures		0	0	0		0
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		0	0	0	0	0
23	OTHER SOURCES/USES OF FUNDS						
24	OTHER SOURCES OF FUNDS (7000)						0
25	OTHER USES OF FUNDS (8000)						0
26	TOTAL OTHER SOURCES/USES OF FUNDS		0	0	0	0	0
27	ESTIMATED ENDING FUND BALANCE		236,256	11,000	2,000	0	249,256

	A	B	R	S	T	U	V
1	**School Districts Only*		ESTIMATED BUDGET FY2027-2028				
2							
3	*41057010041*						
4	*District Number*						
5	*Collinsville Area Career Ctr*						
6	*District Name*		Educational Fund	Operations & Maintenance Fund	Transportation Fund	Working Cash Fund	Total
7	ESTIMATED BEGINNING FUND BALANCE *(must equal prior Ending Fund Balance)*		236,256	11,000	2,000	0	249,256
8	RECEIPTS/REVENUES	Acct #					
9	LOCAL SOURCES	1000					0
10	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000					0
11	STATE SOURCES	3000					0
12	FEDERAL SOURCES	4000					0
13	Total Receipts/Revenues		0	0	0	0	0
14	DISBURSEMENTS/EXPENDITURES	Funct #					
15	INSTRUCTION	1000					0
16	SUPPORT SERVICES	2000					0
17	COMMUNITY SERVICES	3000					0
18	PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS	4000					0
19	DEBT SERVICES	5000					0
20	PROVISION FOR CONTINGENCIES	6000					0
21	Total Disbursements/Expenditures		0	0	0		0
22	Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures		0	0	0	0	0
23	OTHER SOURCES/USES OF FUNDS						
24	OTHER SOURCES OF FUNDS (7000)						0
25	OTHER USES OF FUNDS (8000)						0
26	TOTAL OTHER SOURCES/USES OF FUNDS		0	0	0	0	0
27	ESTIMATED ENDING FUND BALANCE		236,256	11,000	2,000	0	249,256

	A	B	W	X	Y	Z
1	**School Districts Only*		**SUMMARY**			
2			**BUDGET ADDENDUM - DEFICIT REDUCTION PLAN**			
3	*41057010041*		**ESTIMATED BUDGET**			
4	*District Number*		*Date of Adoption:*			
5	*Collinsville Area Career Ctr*				*(Enter as MM/DD/YY)*	
6	*District Name*		**FY2024-2025**	**FY2025-2026**	**FY2026-2027**	**FY2027-2028**
7	**ESTIMATED BEGINNING FUND BALANCE** *(must equal prior Ending Fund Balance)*		538,616	249,256	249,256	249,256
8	**RECEIPTS/REVENUES**	**Acct #**				
9	**LOCAL SOURCES**	**1000**	1,189,700	0	0	0
10	**FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT**	**2000**	306,500	0	0	0
11	**STATE SOURCES**	**3000**	0	0	0	0
12	**FEDERAL SOURCES**	**4000**	0	0	0	0
13	**Total Receipts/Revenues**		1,496,200	0	0	0
14	**DISBURSEMENTS/EXPENDITURES**	**Funct #**				
15	**INSTRUCTION**	**1000**	1,388,650	0	0	0
16	**SUPPORT SERVICES**	**2000**	328,160	0	0	0
17	**COMMUNITY SERVICES**	**3000**	0	0	0	0
18	**PAYMENTS TO OTHER DISTRICTS & GOVT. UNITS**	**4000**	68,750	0	0	0
19	**DEBT SERVICES**	**5000**	0	0	0	0
20	**PROVISION FOR CONTINGENCIES**	**6000**	0	0	0	0
21	**Total Disbursements/Expenditures**		1,785,560	0	0	0
22	**Excess of Receipts/Revenue Over/(Under) Disbursements/Expenditures**		(289,360)	0	0	0
23	**OTHER SOURCES/USES OF FUNDS**					
24	**OTHER SOURCES OF FUNDS (7000)**		0	0	0	0
25	**OTHER USES OF FUNDS (8000)**		0	0	0	0
26	**TOTAL OTHER SOURCES/USES OF FUNDS**		0	0	0	0
27	**ESTIMATED ENDING FUND BALANCE**		249,256	249,256	249,256	249,256

Deficit Reduction Plan-Background/Assumptions (School Districts Only)
Fiscal Year 2024-2025
through Fiscal Year 2027-2028

Collinsville Area Career Ctr ***41057010041***

Please complete the following schedule and include a brief description to identify any areas of the budget that will be impacted from one year to the next. If the deficit reduction plan relies upon new local revenues, identify contingencies for further budget reductions which will be enacted in the event those new revenues are not available.

1. **Background and Narrative of Budget Reductions:**

2. **Assumptions Used in the Deficit Reduction Plan:**

- EBF and Estimated New Tier Funding:

- Equal Assessed Valuation and Tax Rates:

- Employee Salaries and Benefits:

Deficit Reduction Plan-Background/Assumptions (School Districts Only)
Fiscal Year 2024-2025
through Fiscal Year 2027-2028

- Short- and Long-Term Borrowing:

- Educational Impact:

- Other Assumptions:

- Has the district considered shared services or outsourcing (Ex: Transportation, Insurance)? If yes, please explain:

Evidence-Based Funding: Fiscal Year 2025 Spending Plan

N/A - EBF Spending Plan Not Required for Amended Budgets

Part I: Achieving Student Growth and Making Progress Toward State Education Goals

The questions below allow you to indicate the strategic priorities and strategies that will drive your efforts to achieve student growth and make progress toward state education goals. These may involve investing in any combination of an Organizational Unit's core resources: time, money, people, and programs.

Collaboration Opportunity - Organizational Units may find that Part I is most easily and effectively completed if led by program leaders in consultation with finance leaders.

1)	**What are the Organizational Unit's strategic goals for student success for the 2024-25 school year? What measures will be used to evaluate progress? (*No more than 2000 characters, including spaces.*)**

		Top Strategy 1	Top Strategy 2	Top Strategy 3
2)	**Select the top three strategies that the Organizational Unit will employ to achieve student growth and make progress toward state education goals. (Select three different responses from the dropdown list.)**			
	If "Other" was selected in question 2, please describe. (*No more than 1000 characters, including spaces.*)			

Part II: Planned Use of Evidence-Based Funding

The questions below provide an opportunity to document the stakeholders with whom you consulted and the data you analyzed as you determined your strategic allocations of FY 2025 EBF dollars. Key statistics related to EBF distributions are provided for your reference. Form 50-36/50-39 is typically released before current-year appropriations are known. Therefore, the figures provided are for the prior fiscal year.

Collaboration Opportunity *- Organizational Units may find that questions in this section are most easily and effectively completed if led by finance leaders in consultation with program leaders.*

Evidence-Based Funding Organizational Unit Results (FY 2024)	*Final Resources / Adequacy Target =* ***Percent of Adequacy***	**Average Student Enrollment**	*#N/A*	**Adequacy Target**	*#N/A*
		Final Resources	*#N/A*	**Percent of Adequacy**	*#N/A*
	Base Funding Minimum + *Tier Funding =* ***Gross State Contribution***	**Tier Assignment**	*#N/A*	**Gross State Contribution**	*#N/A*
		FY24 Base Funding Minimum	*#N/A*	**FY 2024 Tier Funding**	*#N/A*
	Within FY 2024 Gross State Contribution, Resources Attributable to ***Specific Populations***	**Low-Income Students**	*#N/A*		
		English Learners (ELs)	*#N/A*		
		Special Education	*#N/A*		

		FY 2025 Tier Funding	Funding Type (Select)	
1)	**FY 2025 Tier Funding Allocation*: Enter the dollar amount of Tier Funding (e.g., NEW MONEY only) allocated to the Organizational Unit for FY 2025. Select whether the amount is estimated or actual funding.**			**Note: Tier Funding allocations are published annually at https://www.isbe.net/Pages/ebfdistribution.aspx . Amounts are available in early August. Districts must use actual funding amounts if they are available before submitting the budget to ISBE.*

		Data Source 1		Data Source 2		Data Source 3	
2)	**Select the top three sources of data used to inform the Organizational Unit's planned allocation of EBF dollars. (Select three different responses.)**						
3)	**Indicate with which groups the Organizational Unit engaged to inform its intended allocation of EBF dollars. (Select any that apply; otherwise leave blank.)**	Bilingual Program Director(s)		Principals		Bilingual Parent Advisory Committee	
		Special Ed. Program Director(s)		School Improvement Teams		Other Parent Group(s)	
		Other Program Leaders		Teacher or Support Staff Unions		Community Focus Group(s)	
		School Board Members		Other School Staff		Other	
	[Optional] Provide a brief description of the Organizational Unit's process for consulting with internal and external stakeholders in determining the allocation of EBF dollars. (*No more than 1000 characters, including spaces.*)						

		Priority Investment 1	Priority Investment 2	Priority Investment 3
4)	**Given the data analyzed, the stakeholders consulted, and the priorities identified in Part I, indicate the top three priority investments the Organizational Unit will make with its FY 2025 Base Funding Minimum (e.g., excluding Tier Funding). Choose "Other" if investments do not match the provided list. (Select three different responses. "Other" may be selected more than once if needed.)**			
	If "Other" was selected in question 4, please describe. (*No more than 1000 characters, including spaces.*)			

Cost Factor Table

5) The table below presents the regionally adjusted amount embedded in the Organizational Unit's FY 2024 Adequacy Target for each of the 34 cost factors in the Evidence-Based Funding model (Column F). Column G is required for all Organizational Units that receive at least $5,000 in Tier Funding, while column H is optional. Organizational Units may choose to provide additional narrative context in Columns I-M to elaborate on the figures included in the table. ISBE has produced guidance for populating the cost factor table. The guidance includes a definition for each cost factor, along with suggestions for using Employee Information System position codes and common expenditure accounts to support a determination of expenditures. This guidance is available at https://www.isbe.net/ebfspendingplan.

Column G: If the Organizational Unit will receive at least $5,000 in FY 2025 Tier Funding (as entered in Q2.1/cell G31), column G is required. Please indicate the Organizational Unit's planned expenditures in FY 2025 from Tier Funds only. Organizational Units are not expected to place a value in each cell. Rather, the table allows for the communication of priority investments with new state resources for the current fiscal year. During years in which there is no new Tier Funding, column G will not be required. During years in which Tier Funding is available, the amount of new Tier Funding entered in Q2.1/cell G31 above must equal the sum in cell G90 below. If some or all Tier Funding is invested outside of the cost factors, enter a dollar amount in cell G89 and provide additional context in the space for a narrative beginning in row 93.

Column H: Optionally, Organizational Units may populate column H with total planned expenditures in FY 2025 for each cost factor from all revenue sources (e.g., not just from EBF). By comparing the figures in column F to the figures entered in column H, the Organizational Unit may engage local stakeholders in productive dialogue about resource allocation decisions.

Cost Factors		Amount in FY 2024 Adjusted Adequacy Target	Budgeted FY 2025 Investments with New Tier Funding [N/A]	Budgeted FY 2025 Expenditures (All Resources) [Optional]	Optional District Narratives
Core Investments	Core Teachers	#N/A			*Enter optional context for core investment decisions.*
	Specialist Teachers	#N/A			
	Instructional Facilitator	#N/A			
	Core Intervention Teacher	#N/A			
	Substitute Teachers	#N/A			
	Guidance Counselor	#N/A			
	Nurse	#N/A			
	Supervisory Aide	#N/A			
	Librarian	#N/A			
	Librarian Aide	#N/A			
	Principal	#N/A			
	Assistant Principal	#N/A			
	School Site Staff	#N/A			
	Subtotal	**#N/A**			

Per Student Investments	Gifted	#N/A			*Enter optional context for per student investment decisions.*
	Professional Development	#N/A			
	Instructional Materials	#N/A			
	Assessments	#N/A			
	Computer & Tech Equipment	#N/A			
	Student Activities	#N/A			
	Maintenance & Operations	#N/A			
	Central Office	#N/A			
	Employee Benefits	#N/A			
	Subtotal*	**#N/A**			
Additional Investments	Low-Income Intervention Teacher	#N/A			*Enter optional context for additional investment decisions.*
	Low-Income Pupil Support Staff	#N/A			
	Low-Income Extended Day Teacher	#N/A			
	Low-Income Summer School Teacher	#N/A			
	EL Intervention Teacher	#N/A			
	EL Pupil Support Staff	#N/A			
	EL Extended Day Teacher	#N/A			
	EL Summer School Teacher	#N/A			
	EL Core Teacher	#N/A			
	Sp Ed Teacher	#N/A			
	Sp Ed Instructional Assistant	#N/A			
	Sp Ed Psychologist	#N/A			
	Subtotal	**#N/A**			
	Other Investments				$0.00
	Total**	**#N/A**			**Tier Funding Check (Cell G90)**

*The subtotal for Per Student Investments is a calculated figure that adjusts salary portions of Central Office and Maintenance & Operations to account for regional salary differences. As a result, the sum of each individual cost factor will not equal the subtotal.

**The total is the Final Adequacy Target (adjusted for Regionalization Factor) calculated in the Full FY 2024 EBF Calculation file. Due to differences in rounding, this figure may vary slightly from the sum of the subtotals in this table.

If some or all Tier Funding was invested outside of the cost factors, please describe. (*No more than 1000 characters, including spaces.*)	

Part III: Support for Special Student Groups

EBF statute sets aside specific allocations to be spent for special education, English learners, and low-income students. Per statue these designated funds must be spent on programs and services benefiting these specific student groups. Funds for English learners and low-income students must be spent in addition to, and not in lieu of, funding that supports general programs of instruction for all students. Funds attributable to special education must be used for the provision of special education facilities and services as outlined in ILCS 14-1.08. Current-year EBF amounts attributable to each of the special student groups must be reported in cells G100-G102 below. If the Organizational Unit received at least $5,000 for any of the student groups, a response to the questions below is required. For amounts less than $5,000, a response is optional. All other EBF funds may be spent in any manner deemed appropriate by the school district.

Collaboration Opportunity *- Organizational Units may find that questions in this section are most easily and effectively completed through collaboration between program leaders affiliated with each student group and finance leaders.*

			Enter Amounts	Select type	
1)	**FY 2025 Student Population Allocations*: Enter the dollar amount of resources attributable to Specific Populations within the FY25 Gross State Contribution. Enter "0" if no funds are allocated for a student group. Select whether amounts are estimated or actual.**	**Low-Income Students**			**Note: Allocations for each of the three student groups are published annually at isbe.net/ebfdist under "Reports." Amounts are typically available by September 1. Districts must use actual funding amounts if they are available before submitting the budget to ISBE.*
		English Learners			
		Special Education			

2)	**Organizational Unit investment of EBF dollars for low-income students: Select the investments that apply. (Optionally, dollar amounts for each investment may be entered.)** **Response Optional**	Low-Income Intervention Teacher		Low-Income Extended Day Teacher		Other Investments	
		[Optional - Enter $]		*[Optional - Enter $]*		*[Optional - Enter $]*	
		Low-Income Pupil Support Staff		Low-Income Summer School Teacher			
		[Optional - Enter $]		*[Optional - Enter $]*			
	Additional context for the Organizational Unit's planned use of dollars attributable to low-income students in FY 2025. (*Required if "Other Investments" selected above. No more than 500 characters, including spaces.*)						
3)	**Organizational Unit investment of EBF dollars for English learners: Select the investments that apply. (Optionally, dollar amounts for each investment may be entered.)** **Response Optional**	English Learner Intervention Teacher		English Learner Extended Day Teacher		English Learner Core Teacher	
		[Optional - Enter $]		*[Optional - Enter $]*		*[Optional - Enter $]*	
		English Learner Pupil Support Staff		English Learner Summer School Teacher		Other Investments	
		[Optional - Enter $]		*[Optional - Enter $]*		*[Optional - Enter $]*	
	Additional context for the Organizational Unit's planned use of dollars attributable to English learners in FY 2025. (*Required if "Other Investments" selected above. No more than 500 characters, including spaces.*)						
4)	**Organizational Units investment of EBF dollars for Special Education: Select the investments that apply. (Optionally, dollar amounts for each investment may be entered.)** **Response Optional**	Special Education Teacher		Special Education Psychologist			
		[Optional - Enter $]		*[Optional - Enter $]*			
		Special Education Instructional Assistant		Other Investments			
		[Optional - Enter $]		*[Optional - Enter $]*			
	Additional context for the Organizational Unit's planned use of dollars attributable to Special Education students in FY 2025. (*Required if "Other Investments" selected above. No more than 500 characters, including spaces.*)						

Plan Assurances

Please complete the assurances below related to Article 14C of the Illinois School Code, which stipulates allowable expenditures for English learners. Organizational Units should maintain supporting documentation (e.g., sign-in sheets, meeting agendas) to affirm the veracity of the below assurances. Note that a separate collection of the Bilingual Service Plan takes place before each school year and must be separately reviewed by the Bilingual Parent Advisory Committee (BPAC). Responses in this plan should be aligned with information contained in the Bilingual Service Plan. Responses in this section are only required if an Organizational Unit receives any amount of EBF dollars attributable to English learners.

Collaboration Opportunity *- Organizational Units may find that the plan assurances are most easily and effectively completed if led by program leaders.*

1). "I hereby affirm that at least 60% of the school district's state funds attributable to English learners will be used for instructional costs of programs and services for English learners (function 1000), in accordance with Article 14C of the Illinois School Code. The remaining balance of state funds attributable to English learners will also be used to serve English learners."

2). "My school district has at least one attendance center with 20 or more English learners (including parental refusals) who speak the same home language other than English in grades K-12. Alternatively and/or additionally, my school district has at least one attendance center with 20 or more English learners (including parent refusals) who speak the same home language other than English in pre-K."

3). "I hereby affirm that the school district's BPAC will review this EBF Spending Plan by or before October 31, 2024."

4). Enter the anticipated date on which the BPAC review will take place and the name of the BPAC chair for SY 2024-25.

BPAC Meeting (MM/DD/YYYY)	
Name of Chair	

Spending Plan Completion Tracker		
Use the information below to confirm completion of all required questions. Note that the "status" column adjusts to responses, so the tracker is most helpful to consult after you have completed the spending plan.		
Question	**Status**	**Acceptance Criteria**
Part 1, Q1	Incomplete	Character length of response must be >10 and <=2000, including spaces.
Part 1, Q2	Incomplete	A different response must be selected in G11, I11, and L11; cells cannot be blank.
Part 1, Q2 (Narrative)	Complete	Response required only if "Other" selected in G11, I11, or L11; character length of response must be >10 and <=1000, including spaces.
Part 2, Q1	Incomplete	A numeric value must be entered in cell G31 (estimated or actual Tier Funding, or 0 if appropriations did not include Tier Funding). A type must be selected in cell H31.
Part 2, Q2	Incomplete	A different response must be selected in G35, I35, and L35; cells cannot be blank.
Part 2, Q3	Incomplete	At least one response must be selected.
Part 2, Q4	Incomplete	Cells G43, I43, and L43 cannot be blank. "Other" may be selected more than once, but other responses may not be repeated.
Part 2, Q4 (Narrative)	Complete	Response required only if "Other" selected in G43, I43, or L43; character length of response must be >10 and <=1000, including spaces.
Part 2, Q5 (Cell G90)	Incomplete	Cell G90 must be equal to the value in cell G31.
Part 2, Q5 (Narrative)	Complete	Response required only if a value was entered in cell G89; character length of response must be >10 and <=1000, including spaces.
Part 3, Q1 Low-Income Funds	Incomplete	A numeric value must be entered. A type must be selected in cell H100.
Part 3, Q1 English Learner Funds	Incomplete	A numeric value must be entered, which may be "0" if the organizational unit received no funding for the specified student group. A type must be selected in cell H101.
Part 3, Q1 Spec. Ed. Funds	Incomplete	A numeric value must be entered. A type must be selected in cell H102.
Part 3, Q2	Complete	At least one response must be selected.
Part 3, Q2 (Narrative)	Complete	Response required only if "Other Investments" was selected in the previous question; character length of response must be >10 and <=500, including spaces.
Part 3, Q3	Complete	At least one response must be selected.
Part 3, Q3 (Narrative)	Complete	Response required only if "Other Investments" was selected in the previous question; character length of response must be >10 and <=500, including spaces.
Part 3, Q4	Complete	At least one response must be selected.
Part 3, Q4 (Narrative	Complete	Response required only if "Other Investments" was selected in the previous question; character length of response must be >10 and <=500, including spaces.
Assurances 1	Complete	Response required if the value entered in cell G101>0.
Assurances 2	Complete	Response required if the value entered in cell G101>0.
Assurances 3	Complete	Response required if "Yes" selected in cell E133.
Assurances 4 (Meeting Date)	Complete	Response required if "Yes" selected in cell E133; enter date in MM/DD/YYYY format.
Assurances 4 (Name of Chair)	Complete	Response required if "Yes" selected in cell E133.

ESTIMATED LIMITATION OF ADMINISTRATIVE COSTS (School Districts Only)

(For Local Use Only)

This is an estimated Limitation of Administrative Costs Worksheet only and will not be accepted for Official Submission of the Limitation of Administrative Costs Worksheet.

The worksheet is intended for use during the budgeting process to estimate the district's percent increase of FY2025 budgeted expenditures over actual FY2024 expenditures. Budget information is copied to this page. Insert the prior year estimated actual expenditures to compute the estimated percentage increase (decrease).

The official Limitation of Administrative Costs Worksheet is attached to the end of the Annual Financial Report (ISBE Form 50-35) and may be submitted in conjunction with that report. An official Limitation of Administrative Costs Worksheet can also be found on the ISBE website at: Limitation of Administrative Costs

ESTIMATED LIMITATION OF ADMINISTRATIVE COSTS WORKSHEET
(Section 17-1.5 of the School Code)

School District Name: **Collinsville Area Career Ctr**
RCDT Number: **41057010041**

	Description	Funct. No.	Estimated Actual Expenditures, Fiscal Year 2024 (10) Educational Fund	(20) Operations & Maintenance Fund	(80) Tort Fund	Total	Budgeted Expenditures, Fiscal Year 2025 (10) Educational Fund	(20) Operations & Maintenance Fund	(80) Tort Fund	Total
1.	Executive Administration Services	2320				0	0		0	0
2.	Special Area Administration Services	2330				0	0		0	0
3.	Other Support Services - School Administration	2490				0	0		0	0
4.	Direction of Business Support Services	2510				0	0	0	0	0
5.	Internal Services	2570				0	0		0	0
6.	Direction of Central Support Services	2610				0	0		0	0
7.	Deduct - Early Retirement or other pension obligations required by state law and included above.					0				0
8.	**Totals**		0	0	0	0	0	0	0	0
9.	**Estimated Percent Increase (Decrease) for FY2025 (Budgeted) over (Actual) FY 2024**									Enter Actual Data

REPORTING OF PUBLIC VENDOR CONTRACTS OF $1,000 OR MORE (School Districts Only)

In accordance with the School Code, Section 10-20.21, all ***school districts*** *are required to file a report listing 'vendor contracts' as an attachment to their budget. In this context, the term "vendor contracts" refers to "all contracts and agreements that pertain to goods and services that were intended to generate additional revenue and other remunerations for the* ***school district*** *in excess of $1,000, including without limitation vending machine contracts, sports and other attire, class rings, and photographic services.* ***The report is to list information regarding such contracts for the fiscal year immediately preceding the fiscal year of the budget.*** *All such contracts executed on or after July 1, 2007 must be approved by the school board.*

See: School Code, Section 10-20.21 - Contracts

Name of Vendor	Product or Service Provided	Net Revenue	Non-Monetary Remuneration	Purpose of Proceeds	Distribution Method and Recipient of Non-Monetary Remunerations Distributed

Reference Description

1 Each fund balance should correspond to the fund balance reflected on the books as of June 30th - Balance Sheet Accounts #720 and #730 (audit figures, if available).

2 Accounting and Financial Reporting for Certain Grants and Other Financial Assistance. The "On-Behalf" Payments should only be reflected on this page (Budget Summary, Lines 10 and 20).

3 Requires the secretary of the school board to notify the county clerk (within 30 days of the transfer approval) to abate an equal amount of taxes to be next extended. See Sec. 10-22.14 & 17-2.11.

3a Requires notification to the county clerk to abate an equal amount from taxes next extended. See section 10-22.14

4 Principal on Bonds Sold:

(1) Funding Bonds are to be entered in the fund or funds in which the liability occurs.

(2) Refunding Bonds can be entered in the Debt Services Fund only.

(3) Building Bonds can be entered in the Capital Projects Fund only.

(4) Fire Prevention and Safety Bonds can be entered in the Fire Prevention & Safety Fund only.

5 The proceeds from the sale of school sites, buildings, or other real estate shall be used first to pay the principal and interest on any outstanding bonds on the property being sold, and after all such bonds have been retired, the remaining proceeds from the sale next shall be used by the school board to meet any urgent district needs as determined under Sections 2-3.12 and 17-2.11 of the School Code. Once these issues have been addressed, any remaining proceeds may be used for any other authorized purpose and for deposit into any district fund.

6 The School Code, Section 10-22.44 prohibits the transfer of interest earned on the investment of "any funds for purposes of Illinois Municipal Retirement under the Pension Code." This prohibition does not include funds for Social Security and Medicare-only purposes. For additional requirements on interest earnings, see 23 Illinois Administrative Code, Part 100, Section 100.50.

7 Cash plus investments must be greater than or equal to zero.

8 For cash basis budgets, this total will equal the Budget Summary - Total Direct Receipts/Revenues (Line 9) plus Total Other Sources of Funds (Line 46).

9 For cash basis budgets, this total will equal the Budget Summary - Total Direct Disbursements/Expenditures (Line 19) plus Total Other Uses of Funds (Line 79).

10 Working Cash Fund loans may be made to any district fund for which taxes are levied (Section 20-5 of the School Code).

11 Include revenue accounts 1110 through 1115, 1117,1118 & 1120.

12 The School Code Section 17-2.2c. Tax for leasing educational facilities or computer technology or both, and for temporary relocation expense purposes.

13 Corporate personal property replacement tax revenue must be first applied to the Municipal Retirement/Social Security Fund to replace tax revenue lost due to the abolition of the corporate personal property tax (30 ILCS 115/12). This provision does not apply to taxes levied for Medicare-Only purposes.

14 Only tuition payments made to private facilities. See Functions 4200 or 4400 for estimated public facility disbursements/expenditures.

15 Payment towards the retirement of lease/purchase agreements or bonded/other indebtedness (principal only) otherwise reported within the fund - e.g.: alternate revenue bonds. (Describe & Itemize)

16 Only abolishment of Working Cash Fund must transfer its funds directly to the Educational Fund upon adoption of a resolution and at the close of the current school Year (see 105 ILCS 5/20-8 for further explanation)

Only abatement of working cash fund can transfer its funds to any fund in most need of money (see 105 ILCS 5/20-10 for further explanation)

CHECK FOR ERRORS

This worksheet checks various cells to assure that selected items are in balance.

Please fix errors below before submitting to ISBE.

Budget Item References	Message
1. Deficit Reduction Plan (DefReductPlan 23-27 tab)	
Is Deficit Reduction Plan Required? **(Joint Agreements do not complete Deficit Reduction Plan.)**	Deficit Reduction Plan is not required
If required, is Deficit Reduction Plan completed? (DefReductPlan 23-27 tab)	
2. Cover Page (Cover tab)	
District Name must be selected from **drop-down**. (Cell H13)	OK
Accounting Basis must be selected on Cover sheet.	OK
Dates **(Day, Month, Year)** must be input on Cover sheet.	OK
Board Names must be typed on Cover sheet.	ERROR - TYPE BOARD NAMES
3. Budget Summary: Other Sources (BudgetSum 2-4 tab - Acct 7000) **must equal Other Uses** (BudgetSum 2-4 tab - Acct 8000).	
Estimated Beginning Fund Balance July, 1 2023 for all Funds (Cells C3 - K3) (Line must have a number or zero. Do not leave blank.)	OK
Estimated Activity Fund Beginning Fund Balance July, 1 2023 (Cell C83) (Cell must have a number or zero. Do not leave blank.)	OK
Transfer Among Funds (Funds 10, 20, 40 - Acct 7130 - Cells C29, D29, F29), must equal (Funds 10, 20 & 40 - Acct 8130 - Cells C52, D52, F52).	OK
Transfer of Interest (Funds 10 thru 90 - Acct 7140 - Cells C30:K30), must equal (Funds 10 thru 60, & 80 - Acct 8140 - Cells C53:H53, J53).	OK
Transfer to Debt Service to Pay Principal on GASB 87 Leases (Fund 30 - Acct 7400 - Cell E39) must equal (Funds 10, 20 & 60 - Acct 8400 Cells C57:H60).	OK
Transfer to Debt Service to Pay Interest on GASB 87 Leases (Fund 30 - Acct 7500 - Cell E40) must equal (Funds 10, 20 & 60 - Acct 8500 - Cells C61:H64).	OK
Transfer to Debt Service Fund to Pay Principal on Revenue Bonds (Fund 30 - Acct 7600 - Cell E41) must equal (Funds 10 & 20 - Acct 8600 - Cells C65:D68).	OK
Transfer to Debt Service to Pay Interest on Revenue Bonds (Fund 30 - Acct 7700 - Cell E42) must equal (Funds 10 & 20 - Acct 8700 - Cells C69:D72).	OK
Transfer to Capital Projects Fund (Fund 60 - Acct 7800 - Cell H43) must equal (Fund 10 & 20, Acct 8800 - Cells C73:D76).	OK
4. Summary of Cash Transactions: Beginning Cash Balance on Hand July 1, 2023 (CashSum 5 tab, All Funds) **cannot be negative.**	
Educational (Fund 10 - Cell C3)	OK
Operations & Maintenance (Fund 20 - Cell D3)	OK
Debt Service (Fund 30 - Cell E3)	OK
Transportation (Fund 40 - Cell F3)	OK
Municipal Retirement/Social Security (Fund 50 - Cell G3)	OK
Capital Projects (Fund 60 - Cell H3)	OK
Working Cash (Fund 70 - Cell I3)	OK
Tort (Fund 80 - Cell J3)	OK
Fire Prevention & Safety (Fund 90 - Cell K3)	OK
Activity Funds (Cell C23)	OK
5. Summary of Cash Transactions: Ending Cash Balance on Hand June 30, 2024 (CashSum 5 tab - All Funds) **cannot be negative.**	
Educational (Fund 10 - Cell C21)	OK
Operations & Maintenance (Fund 20 - Cell D21)	OK
Debt Service (Fund 30 - Cell E21)	OK
Transportation (Fund 40 - Cell F21)	OK
Municipal Retirement/Social Security (Fund 50 - Cell G21)	OK
Capital Projects (Fund 60 - Cell H21)	OK
Working Cash (Fund 70 - Cell I21)	OK
Tort (Fund 80 - Cell J21)	OK
Fire Prevention & Safety (Fund 90 - Cell K21)	OK
6. Summary of Cash Transactions: Other Receipts (CashSum 5 tab) **must equal Other Disbursements** (CashSum 5 tab).	
Interfund Loans Payable (Funds 10:60, 80, 90 - Acct 411 - Cells C6:H6, J6:K6) must equal Interfund Loans Receivable (Funds 10:20, 40, 70 - Acct 141 - Cells C15:D15, F15, I15).	OK
Interfund Loans Receivable (Funds 10, 20, 40, 70 - Acct 141 - Cells C7:D7, F7, I7) must equal Interfund Loans Payable (Funds 10:60, 80, 90 - Acct 411 - Cells C16:H16, J16, K16).	OK
7. Estimated Revenue (EstRev 6-11 tab)	
Amounts must be input for revenue.	OK
8. Estimated Expenditures (EstExp 12-20 tab)	
Amounts must be input for expenditures.	OK
9. Itemization Notes: Revenues/Expenditures reported that require note on Itemize 21 tab.	
Include brief note(s) describing revenue source.	OK
Include brief note(s) describing expenditure use.	OK
10. EBF Spending Plan	
All required questions have been answered.	OK

End of Balancing

12.3. Consider Resolution to Authorize Property Tax Abatement for McDonough Horseshoe Service Center Eastport Plaza Center Development

A RESOLUTION TO AUTHORIZE PROPERTY TAX ABATEMENT FOR McDONOUGH HORSESHOE SERVICE CENTER EASTPORT PLAZA CENTER DEVELOPMENT

WHEREAS, pursuant to 20 ILCS 655/1 et. seq. (formerly Ill. Rev. Stat. 1991, ch. 67 1/2, Section 601 et. seq.) (the "Act"), the Madison County Discovery Enterprise Zone, which includes certain real estate located in the City of Collinsville ("Collinsville"), the City of Troy, Illinois ("Troy"), the Village of St. Jacob, Illinois ("St. Jacob"), the Village of Maryville, Illinois ("Maryville"), the Village of Glen Carbon, Illinois ("Glen Carbon"), and the City of Highland, Illinois ("Highland"), (the "Municipalities"); and the County of Madison, Illinois (the "County"), was approved and certified by the Illinois Department of Commerce and Economic Opportunity ("DCEO") to commence January 1, 2016;

WHEREAS, the Municipalities and County determined it was necessary and in the best interest of the Municipalities and economic development interests countywide, to expand incentives offered by the Madison County Discovery Enterprise Zone;

WHEREAS, such application to expand incentives was approved and certified by DCEO on May 22, 2020;

WHEREAS, the success of the Madison County Discovery Enterprise Zone depends upon community support and the nature of incentives to be offered; and,

WHEREAS, the City of Collinsville finds that the enterprise zone will serve the interest of all local taxing authorities and the entire community by stimulating economic revitalization.

NOW, THEREFORE, BE IT RESOLVED BY COLLINSVILLE SCHOOL DISTRICT #10 as follows:

Section 1. The foregoing recitals are incorporated herein as findings of the Corporate Authorities of Collinsville School District #10, Illinois.

Section 2. Collinsville School District #10 hereby authorizes and directs the County Clerk to abate that portion of its taxes on real property located within the Madison County Discovery Enterprise Zone resulting from an increase in assessed valuation which is attributable to the construction of improvements and subject to the following limitations:

(a) The tax abatement shall apply only to the taxes corresponding to an increase in assessed valuation after improvements (either new construction, renovation, or rehabilitation) have been duly assessed and said abatement shall not exceed the amount attributable to the construction of the improvements and the renovation or rehabilitation of existing improvements.

(b) The tax abatement shall pertain only to that parcel within the Enterprise Zone which has been improved after the designation of the Enterprise Zone provided, however, no such abatement shall be applicable to any such improvement project located within the boundaries of a Tax Increment Financing District.

(c) That such abatement shall be at the rate of : 100 percent of the value of the improvements, for the first assessment year in which the improvements are fully assessed, and the six assessment years immediately following the year in which the improvements were fully assessed; 70 percent of the value of the improvements on the seventh year following the year in which the improvements were fully assessed; 40 percent of the value of the improvements on the eighth year following the year in which the improvements were fully assessed; and 10 percent of the value of the improvements on the ninth year following the year in which the improvements were fully assessed; and in the tenth year following the year in which the improvements were fully assessed, the County Clerk will no longer abate ad valorem taxes on the improvements.

(d) The tax abatement shall apply only to improvements for which a building permit is issued.

(e) The tax abatement shall apply only to improvements to industrial, manufacturing, and commercial property. Residential property of any kind is not eligible for tax abatement benefits.

(f) While the abatement is in effect, this public taxing authority will continue to receive all taxes corresponding to the equalized assessed valuation for the tax year immediately preceding commencement of the project.

(g) That such abatement can apply to other taxing districts within the Enterprise Zone but only after said taxing district passes a separate resolution/ordinance authorizing that the taxes levied and extended on behalf of the taxing district be abated. Said resolution/ordinance shall be filed with the County Clerk and Madison County Community Development; and

(h) The tax abatement shall only apply to property identified in Exhibit A;

Section 3. This Resolution shall become effective immediately after its passage and approval by the Corporate Authorities of Collinsville School District #10.

YEAS : _____

NAYS: _____

ABSENT: _____

ABSENTIONS: _____

PASSED by the CUSD Board of Education and APPROVED by the CUSD Board of Education this ____ day of _____, 2025.

_____

ATTEST:

_____

EXHIBIT A
PROPERTY DESCRIPTION – McDONOUGH HORSESHOE SERVICE CENTER EASTPORT PLAZA CENTER DEVELOPMENT

1001 McDonough Lake Road, Collinsville, IL 62234
MADISON COUNTY ASSESSOR'S PARCEL ID: 13-1-21-19-00-000-008.001
LEGAL DESCRIPTION: CLAIMS & SURVEYS N PT CL 1653 SUR 509

1003 McDonough Lake Road, Collinsville, IL 62234
MADISON COUNTY ASSESSOR'S PARCEL ID: 13-1-21-20-00-000-013.001
LEGAL DESCRIPTION: CLAIMS & SURVEYS N PT CL 1653 SUR 509

20 - YEAR PROPERTY TAX PROJECTIONS
DISCOVERY ENTERPRISE ZONE ABATEMENT SCHEDULE
MCDONOUGH HORSESHOE SERVICE CENTER
COLLINSVILLE, ILLINOIS

Base EAV	$7,480
Estimated Investment (Land)	$820,000
Estimated Investment (Buildings)	$10,600,000
Estimated Investment (Soft Costs)	$2,015,000
Estimated Total Project Cost	$13,435,000
Estimated New Assessed Value[1]	$2,289,333
Multiplier	1.01

Year		1	2	3	4	5	6	7	8	9	10	
Base EAV		$7,480	$7,480	$7,480	$7,480	$7,480	$7,480	$7,480	$7,480	$7,480	$7,480	
Estimated New EAV		$2,289,333	$2,312,000	$2,335,000	$2,358,000	$2,382,000	$2,406,000	$2,430,000	$2,454,000	$2,479,000	$2,504,000	
Incremental EAV		$2,281,853	$2,304,520	$2,327,520	$2,350,520	$2,374,520	$2,398,520	$2,422,520	$2,446,520	$2,471,520	$2,496,520	
Property Tax Abatement		100%	100%	100%	100%	100%	100%	100%	70%	40%	10%	
CITY OF COLLINSVILLE	0.6192%	$46	$46	$46	$46	$46	$46	$46	$4,591	$9,229	$13,959	
METRO EAST SANITARY	0.3426%	$26	$26	$26	$26	$26	$26	$26	$2,540	$5,106	$7,723	
SW IL COLLEGE #522	0.3983%	$30	$30	$30	$30	$30	$30	$30	$2,953	$5,936	$8,979	
MISS VALLEY LIBRARY	0.1859%	$14	$14	$14	$14	$14	$14	$14	$1,378	$2,771	$4,191	
COLLINSVILLE AREA RECR	0.1963%	$15	$15	$15	$15	$15	$15	$15	$1,455	$2,926	$4,425	
MADISON COUNTY	0.4371%	$33	$33	$33	$33	$33	$33	$33	$3,241	$6,515	$9,854	
COLLINSVILLE ROAD	0.2961%	$22	$22	$22	$22	$22	$22	$22	$2,195	$4,413	$6,675	
COLLINSVILLE CU #10	4.3219%	$323	$323	$323	$323	$323	$323	$323	$32,044	$64,413	$97,431	
COLLINSVILLE TOWNSHIP	0.1266%	$9	$9	$9	$9	$9	$9	$9	$939	$1,887	$2,854	
Property Taxes Paid[2]	6.9240%	$518	$518	$518	$518	$518	$518	$518	$51,337	$103,195	$156,091	
Property Taxes Abated		$157,996	$159,565	$161,157	$162,750	$164,412	$166,074	$167,735	$118,578	$68,451	$17,286	

Year		11	12	13	14	15	16	17	18	19	20	TOTAL
Base EAV		$7,480	$7,480	$7,480	$7,480	$7,480	$7,480	$7,480	$7,480	$7,480	$7,480	
Estimated New EAV		$2,529,040	$2,554,000	$2,580,000	$2,606,000	$2,632,000	$2,658,000	$2,685,000	$2,712,000	$2,739,000	$2,766,000	
Incremental EAV		$2,521,560	$2,546,520	$2,572,520	$2,598,520	$2,624,520	$2,650,520	$2,677,520	$2,704,520	$2,731,520	$2,758,520	
Property Tax Abatement		0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	
CITY OF COLLINSVILLE	0.6192%	$15,660	$15,814	$15,975	$16,136	$16,297	$16,458	$16,626	$16,793	$16,960	$17,127	$191,949
METRO EAST SANITARY	0.3426%	$8,664	$8,750	$8,839	$8,928	$9,017	$9,106	$9,199	$9,291	$9,384	$9,476	$106,205
SW IL COLLEGE #522	0.3983%	$10,073	$10,173	$10,276	$10,380	$10,483	$10,587	$10,694	$10,802	$10,909	$11,017	$123,471
MISS VALLEY LIBRARY	0.1859%	$4,701	$4,748	$4,796	$4,845	$4,893	$4,941	$4,991	$5,042	$5,092	$5,142	$57,628
COLLINSVILLE AREA RECR	0.1963%	$4,965	$5,014	$5,065	$5,116	$5,167	$5,218	$5,271	$5,324	$5,377	$5,430	$60,852
MADISON COUNTY	0.4371%	$11,054	$11,164	$11,277	$11,391	$11,504	$11,618	$11,736	$11,854	$11,972	$12,090	$135,499
COLLINSVILLE ROAD	0.2961%	$7,488	$7,562	$7,639	$7,716	$7,793	$7,870	$7,950	$8,030	$8,110	$8,190	$91,790
COLLINSVILLE CU #10	4.3219%	$109,303	$110,381	$111,505	$112,629	$113,752	$114,876	$116,043	$117,210	$118,377	$119,544	$1,339,771
COLLINSVILLE TOWNSHIP	0.1266%	$3,202	$3,233	$3,266	$3,299	$3,332	$3,365	$3,399	$3,433	$3,468	$3,502	$39,245
Property Taxes Paid[2]	6.9240%	$175,111	$176,839	$178,639	$180,439	$182,240	$184,040	$185,909	$187,779	$189,648	$191,518	$2,146,411
Property Taxes Abated		$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$1,344,004

[1]Based on assumed property acquistion costs and estimated taxable value of $20/Sq. Ft. Actual costs and assessments my vary.

[2]Tax Code 931 - #10; COLLINSVILLE CITY; MES, 2023 Tax Rate. Projections assume tax rate remains constant.

20-YEAR SUMMARY

TAXING DISTRICT	TAX RATE	TOTAL TAX	ABATED	RETAINED
CITY OF COLLINSVILLE	0.6192%	$191,949	$120,192	$71,758
METRO EAST SANITARY	0.3426%	$106,205	$66,501	$39,703
SW IL COLLEGE #522	0.3983%	$123,471	$77,313	$46,158
MISS VALLEY LIBRARY	0.1859%	$57,628	$36,085	$21,544
COLLINSVILLE AREA RECR	0.1963%	$60,852	$38,103	$22,749
MADISON COUNTY	0.4371%	$135,499	$84,845	$50,655
COLLINSVILLE ROAD	0.2961%	$91,790	$57,475	$34,314
COLLINSVILLE CU #10	4.3219%	$1,339,771	$838,915	$500,855
COLLINSVILLE TOWNSHIP	0.1266%	$39,245	$24,574	$14,671
TOTAL	6.9240%	$2,146,411	$1,344,004	$802,407

Prepared For: Helmkampf Construction Services
Moran Economic Development, LLC
Date: 3/3/2025

12.4. Adoption of Risk Management Plan

COLLINSVILLE COMMUNITY UNIT SCHOOL DISTRICT NO. 10

RISK MANAGEMENT PLAN

Collinsville Community School District #10 has implemented a comprehensive Risk Management Plan, which shall reduce or prevent the District's exposure to liability. The goals of the Risk Management Plan are as clearly defined: (1) to ensure that statutory and common law, health and safety rights are extended to all visitors, employees and students; (2) to make certain that the District's buildings and grounds are maintained in a safe condition; (3) to provide careful supervision and protection of all the District's real and personal property, including vehicles.

A. Background

The Illinois Local Government and Governmental Employees Tort Immunity Act (7451LCS 10/9-101 et seq.) provides for a school district to levy a tax which when collected will pay the cost of risk management. (Section 9-107). In addition, this Section provides funds raised pursuant to this Section to be used to pay the cost of insurance, including all operating and administrative costs and expenses directly associated therewith, claim services and risk management directly attributable to loss prevention and loss reduction, educational, inspection and supervisory services directly relating to loss prevention and loss reduction, to purchase claim services, to pay for judgments or settlements, or to otherwise pay the costs of risk management programs. The Illinois Appellate Court for the Second District has affirmed a school district's authority for such a levy and to pay such expenses in *In re Objections to Tax Levies of Freeport School Dist. No. 145 et al.*, 372 Ill. App.3d 562 (2nd Dist. 2007).

The District's Risk Management Program shall provide for:

- Identification of the various components of the Risk Management Program;
- Clearly delineated personnel responsibilities;
- Adequate insurance against liability exposures;
- Identified and allowable costs for the maintenance of the Risk Management Program.

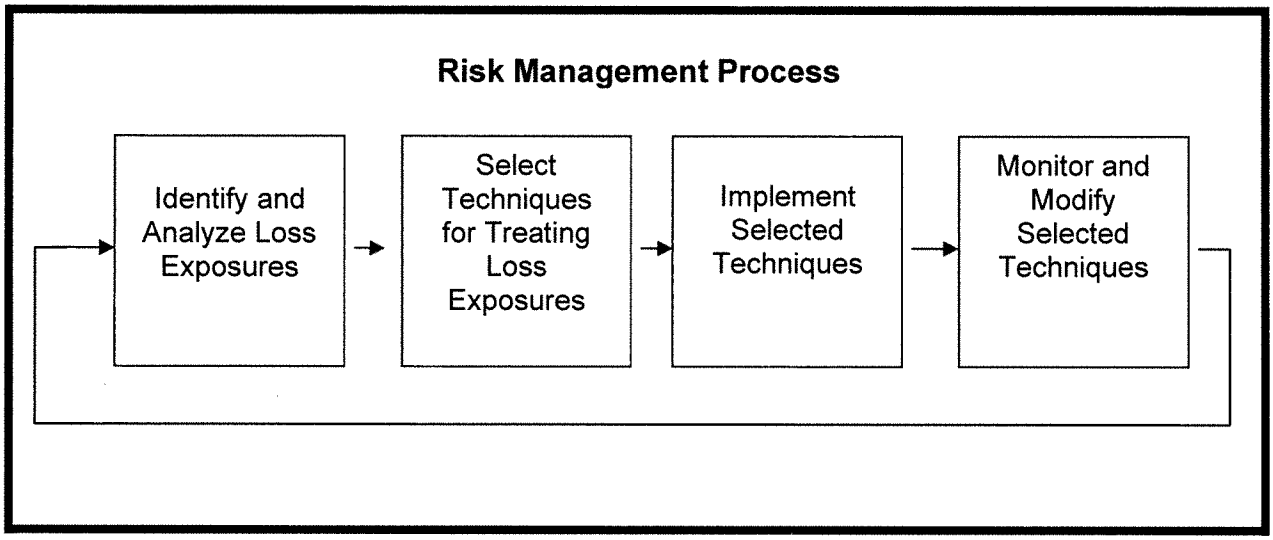
This Plan describes the framework for identifying, analyzing, prioritizing, and tracking loss exposures, and planning adequate resources to manage loss exposures. It assigns responsibilities for the management of risk and prescribes the processes to be followed.

B. Risk Management Plan Summary

The Risk Management Plan outlines the process that the District implements to effectively implement the policy and purposes of the Plan. The steps in the risk management process are to: (1) identify and analyze loss exposures; (2) select techniques for treating loss exposures; (3) implement the selected techniques; and (4) monitor and modify the selected techniques. This Plan is implemented for all District employees. See *In re Objections to Tax Levies of Freeport School Dist. No. 145 et al.*

District employees have already been performing risk management tasks pursuant to the policies herein as well as District policies and procedures. This Risk Management Plan is intended to supplement, clarify, and amend the previous Risk Management Plan, and the District's policies, practices and procedures.

The District's Risk Management Process incorporates all four steps as depicted in the figure below.



1. Identify and Analyze Loss Exposures

The first step in the Risk Management Process is to identify and analyze loss exposures. These steps include: (1) identifying persons and property that are exposed to loss and the perils that can cause the loss; and (2) measuring the potential frequency and severity of the loss exposures. Identification should be both a systematic and a continuing process to review all property, activities, and personnel to determine what loss exposures are faced by the District. Measurement should review the number of accidents that are likely to occur, how severe the dollar losses are likely to be, and the variation in the potential losses in order to prioritize the exposures according to their importance.

2. Select Techniques for Treating Loss Exposures

After the loss exposures have been identified and analyzed, the second step is to develop techniques to manage those exposures that are significant by analyzing various techniques and selecting those best fitted for each exposure. There are essentially four risk-handling techniques:

(1) Loss Exposure Avoidance: which eliminates the sources of loss exposures and replaces them with lower risk solutions;
(2) Loss Transfer: which is the reallocation of the exposure to others, such as the purchase of insurance;

(3) Loss Exposure Control: which manages the loss in a manner that reduces the likelihood of its occurrence and/or minimizes the effect on the District; and
(4) Loss Exposure Assumption: which is the acknowledgment of the existence of a particular loss exposure and a conscious decision to accept the associated level of loss exposure with or without engaging any special efforts to control it.

In determining the "best" overall technique(s) for treating loss exposures, all potentially applicable techniques should be identified and evaluated, using the following criteria:

- Feasibility of the technique;
- Expected effectiveness of the technique;
- Cost implications of the technique; and
- Effect on the District's performance.

3. Implement Selected Techniques

The selected techniques must be implemented using the District's physical and human resources. The District must determine how to implement the selected techniques, identifying what person(s) will implement and monitor the techniques, and communicating that information to the appropriate personnel. The implementation may include educating the person(s) identified, and then supervising and inspecting the implementation of the technique to ensure that properly implementation and desired results.

4. Monitor and Modify the Selected Techniques

Finally, the implementation and techniques must be monitored to determine whether they must be modified. This step is accomplished through the supervision and inspection of the implementation of the technique, which will reveal if the technique is successfully addressing the loss exposures identified in step one. All employees, not only District administration, must report on the effectiveness of the techniques. If a technique is not working and a correction is warranted, the first three steps in the risk management process should be repeated.

C. Allocation of Compensation

Tort levy funds may be allocated to partially fund wages and salaries for personnel who engage in risk management duties and responsibilities. For purposes of properly levying for the expenses of this Risk Management Plan pursuant to the Illinois Local Government and Governmental Employees Tort Immunity Act (745 ILCS 10/9-101 et seq.) and *In re Objections to Tax Levies of Freeport School Dist. No. 145 et al.*, 372 Ill. App.3d 562, 865 N.E.2d 361 (2nd Dist. 2007), it is necessary to determine what portion of each District employee's compensation is attributed to his/her responsibilities under this Risk Management Plan. The Superintendent should therefore perform a simple time allocation study to determine the portion of each District employee's time spent on this Plan. The Superintendent shall report to the Board the allocations determined for purposes of allocating a particular portion of an employee's compensation to the Tort Immunity levy. Performing ordinary duties with due care shall not be allocated and

chargeable to the Tort Immunity levy. The Second District Appellate decision affirmed that districts may allocate a portion of employees' salaries directly related to risk management responsibilities to its tort levy if the proper Risk Management Plan is in place.

The Board may adopt the Tort Immunity levy based on the Superintendent's report and in accordance with the Illinois Local Government and Governmental Employees Tort Immunity Act (745 ILCS 10/9-101 et seq.) and *In re Objections to Tax Levies of Freeport School Dist. No. 145 et al.,* 372 Ill. App.3d 562, 865 N.E.2d 361 (2nd Dist. 2007). Notwithstanding the foregoing, it is the policy of the District that all non-compensation related expenditures shall be paid first out of taxes collected pursuant to the Tort Immunity levy, and that the compensation allocated for risk management purposes shall only be paid from taxes remaining after such non-compensation expenditures.

D. Overall Responsibility for the Risk Management Plan

The general, overall responsibility for the development and maintenance of the District's Risk Management Program rests with the Director of Business Services with guidance and assistance from the Superintendent. The Director shall be responsible for the development of the program, identifying the various components of the program, and delegating responsibilities for these components to the appropriate personnel. It is expected that the Director would continually evaluate the effectiveness of the program and be apprised of needed revisions, additions or deletions to the components and assigned responsibilities. Since the Director will delegate the responsibilities, he/she would spend no more than five percent (5%) of his/her time toward the fulfillment of this portion of the Risk Management Program.

The Superintendent acts in an assistance capacity to the Director of Business Services when addressing risk management and safety, but would also have direct involvement in the management of the risk management decisions of the District through regular contact with the Director of Business Services and the Buildings and Grounds Director. The Superintendent is also a member of multiple committees addressing safety such as Life Safety/B&G and Crisis Safety committees and therefore conducts regular safety inspections of the buildings both formal and informal. As such, the Superintendent will provide input on the development of the Plan, assist in administering the Plan, identify components of the Plan through his/her communication with the Directors and committees, and continually evaluate the effectiveness of the Plan. The Superintendent would spend no more than 35% of his/her job on risk management or safety related activities.

Although the Director of Business Services is responsible for the overall development, administration, and maintenance of the Risk Management Plan, it is vital to the success of the Program that all District employees thoroughly implement and integrate risk management into their positions. All employees should understand his/her role in preventing and controlling potential losses.

E. Insurance/Loss Mitigation Component

One primary component of the Risk Management Program is the provision of an insurance/compensation program that will provide protection to the District against liability. Portions of this component shall include, but not be limited to:

1. Purchase of insurance consultant services, if needed.

2. Premiums for the various necessary insurance, including all liability insurance, property damage and fleet insurance, workers' compensation, unemployment compensations, etc.

3. Pay judgments or settlements arising against the District.

4. Pay for all legal fees connected with protecting or defending the District against liability, including unfair labor practice charges and employee collective bargaining.

5. Allowance for the time expended by assigned District personnel concerning the above delineated assignments.

The Director of Business Services is responsible for the insurance and claims component of the Program, construction contracts, building security and requirements for freedom from tort situations, which include meeting the requirements for Toxic Materials, Equal Opportunity Employment, Prevailing Wage Rates, responsible bidders, etc. The Director shall serve as the District's liaison to the claim and adjustment services, insurance companies and the District's legal counsel. He/she shall be responsible to ensure that any significant contracts the District enters into include appropriate protections for the District through insurance and/or indemnity provisions. In addition, he/she shall be responsible for all communications concerning claims against, or on behalf of, the District. These duties are expected to comprise 25% of the Director of Business Services time. The Director shares some of these responsibilities with assistance from the Directors of Special Education and Human Resources along with the Director of Buildings and Grounds. The Directors of Special Education and Human Resources and the Director of Buildings and Grounds will devote 25% of their time to these tasks.

F. Exposure/Risk Reduction Component

The Risk Management Plan includes those services and activities designed to reduce or prevent exposure to legal liability on the part of the District. Elements of this risk management component shall include, but not be limited to:

1. Training and monitoring on loss avoidance for District personnel, including, but not limited to, the following:

    a. Training and monitoring on safe work procedures.
    b. Training and monitoring on emergency procedures for student and employee protection (incl. fire, tornado, winter storm, intruder situation)

c. Training and monitoring on health and safety risks to staff and students.
d. Training and retraining of staff ensuring student well-being (e.g., internet safety training, anti-bullying training).
e. **SEL Screeners and Threat Assessment training, implementation and annual utilization.**

2. Inspection services for the purpose of reducing the District's exposure to risk of loss, including, but not limited to, the following:

a. Inspection of the District buildings, grounds, equipment and network to identify and provide recommendations for correction of hazards to health, life, safety and privacy of employees, students and/or visitors.
b. Inspection of District vehicles for compliance with safety regulations.
c. Criminal background checks for prospective District personnel
d. **Network and Firewall implementation, upgrades and monitoring of student, staff and financial information.**

3. Allowance for the time expended by assigned District personnel in performing the above-delineated plan elements, and the supervision thereof, as described below.

G. Building Safety and Maintenance

The District's Risk Management Program in relation to the safe conditions of buildings and grounds and protection of the District's real and personal property is primarily the responsibility of the Director of Buildings and Grounds. His/her responsibilities shall include, but not be limited to:

1. Development and identification of the various components and responsibilities concerning inspection of buildings, grounds and equipment to provide protection to the District, its employees and the public. Within this parameter, he/she shall be responsible for the supervision of custodians and maintenance workers, and maintenance of the building security and fire prevention systems. He/she shall identify and implement techniques to reduce liability exposure on District property and in District buildings and to monitor the effectiveness of the implemented techniques.

2. The maintenance of the legal and safe conditions of the buildings and grounds. He/she is responsible for the District's compliance with State and Federal Laws regarding employee and student health and safety, asbestos, radon, lead, etc. He/she shall be responsible for evaluating current District practices related to safety, hazardous situations and materials, and for assessing prevention techniques to limit liability exposure. He/she shall be the District's official Asbestos Management Director and shall be responsible for training of the District's custodial personnel in performing work on safety and health matters.

3. The supervision of all personnel performing maintenance duties within the Risk Management Program and addressing all safety concerns reported by maintenance personnel.

    a. Custodians: Custodians are expected to inspect, correct, and prevent safety hazards in their assigned areas of responsibility. Custodians will report to the Director of Buildings and Grounds and school administration any hazards and risk exposure. Custodians will address any risks or hazards according to the Director of Buildings and Grounds or school administration directions and shall assess the effectiveness of such actions. Custodians will report all evaluations and assessments to the Director of Buildings and Grounds and/or building administration. It is expected that day and night custodians devote twenty percent (20%) of their time in daily inspections and correction of risk/tort situations.

    b. Maintenance Workers: Maintenance Workers are expected to inspect, correct, and prevent safety hazards in their assigned areas of responsibility. They will ensure risk situations are minimized through inspections, maintenance, and repair of building grounds, vehicles, and equipment. Maintenance Workers will report to the Director of Buildings and Grounds and school administration any hazards and risk exposure identified in their assigned areas of responsibilities. Maintenance Workers will address any risks or hazards according to the Director of Buildings and Grounds or school administration directions and shall assess the effectiveness of such actions. Maintenance Workers will report all evaluations and assessments to the Director of Buildings and Grounds and/or building administration. The maintenance workers devote ten percent (10%) of their time to the safe upkeep of the District's facilities.

It is expected that the Director of Buildings and Grounds will expend forty percent (40%) of his/her time directly related to fulfilling the responsibilities of his/her position in the District risk management/tort avoidance program.

H. Health and Safety

The Principals and Assistant Principals coordinate the Risk Management Program at the School level. The degree of responsibility (time invested) varies in accordance to each person's assigned supervisory activities. They help provide for the protection of students, personnel and the general public and freedom from exposure to tort producing situations that arise from, but are not limited to:

1. Incidents in parking lots and on the campus.

2. Incidents in the lunchroom.

3. Incidents occurring during school athletic activities and other school sponsored events.

4. Incidents occurring during physical education classes.

5. Incidents occurring during industrial education and/or vocational education classes.

6. Incidents occurring in connection with transportation of students (a) before boarding (b) during and (c) after leaving school bus.

7. Incidents in connection with safety of students from traffic hazards and exposure to risk.

8. Incidents due to acts of fellow students from traffic hazards and exposure to risk.

9. Incidents due to lack or insufficiency of supervisors (a) before school bus, (b) during or between class periods, (c) during lunch hours (d) after school bus and (e) miscellaneous undetermined times.

The Principals and Assistant Principals handle and manage most tort situations that are inherent in the activities listed above. Principals and Assistant Principals are assigned the responsibility to ensure that employees within their schools observe proper safety procedures when supervising District property and District activities, to maintain daily supervision of their buildings, to identify and require correction of any unsafe conditions and practices, to report all potential hazards, to evaluate the effectiveness of building safety procedures and practices, including the correction of any unsafe or hazardous conditions, and to implement the elements of the Risk Management Program. Principals and Assistant Principals will make suggestions to the Superintendent and/or Director of Business Services regarding enhancements to the Risk Management Program. Principals and Assistant Principals and/or employees they supervise will provide for the protection of students and personnel and ensure freedom from exposure to tort-producing situations, including but not limited to the identified situations above. Principals and Assistant Principals will attend risk management training as scheduled by the District.

It is expected that Elementary Principals devote twenty percent (20%), Intermediate Principal devotes fifteen percent (15%), the Intermediate Assistant Principal devotes twenty percent (20%), the High School and Middle School Principals fifteen percent (15%) and the High School Assistant Principal/Athletic Director devotes an estimated fifteen percent (15%) of his/her time for these tasks.

One of the primary functions of the School Nurse is the protection of the health and safety of students and personnel. The School Nurse is responsible for identifying and implementing techniques to reduce liability exposure and to monitor the effectiveness of the implemented techniques in the reduction of risk to the health and safety of students and personnel. This position is directly involved with the District's compliance with State and Federal Health regulations. He/she is responsible for ensuring that the students have been physically examined in a legal manner that ensures that the student is cleared to attend school. Not only is he/she

responsible for limiting exposure, but he/she is also responsible for the reduction of risk to students with specified health problems, health needs, and/or safety needs including, but not limited to, maintaining and replacing all supplies and equipment necessary to maintain health and safety of students and staff and reduce risk of exposure. The School Nurse has the additional risk management responsibility of reducing student/personnel exposure to communicable disease and other health and safety problems. He/she will evaluate and assess the effectiveness of the District's health and safety measures and report all observations and suggested corrections to District measures to the Superintendent and/or Director of Business Services. It is expected that thirty percent (30%) of the Nurses health service time be devoted to mitigating tort situations arising from health, safety and physical conditions of students and personnel.

The Teachers have various levels of risk management responsibilities based on the type of instruction provided to the student. Teachers are expected to inspect their classrooms and classroom equipment for hazardous conditions and exposure to risk, and to immediately report any hazards to school administration. Teachers will address any hazardous conditions according to school administration direction and shall assess the effectiveness of such actions. Teacher of some subjects, such as Physical Education and Science, may be required to inspect for hazards unique to those instructional areas and ensure that all are protected from undue exposure to risk situations. The degree of safety for a middle school science teacher is greater than a typical third-grade teacher. Below are the percentages devoted to the District Risk Management Program based on exposures, job descriptions and limited interviews:

Elementary Teacher	5%
Social Worker	10%
Educational Relief Aide	10%
Shop Teacher – High School	10%
Art Teacher – High School	10%
Home Economics Teacher	10%
Physical Education Teacher	10%
Science Teacher – High School	10%
Driver's Education Teacher	10%
Coaches	10%

It is expected that Bus Monitors ensure safe conditions for students and staff on District buses. Bus Monitors are expected to inspect buses and surrounding areas for persons and/or equipment for hazards to students that would produce risk or tort possibilities, and to immediately report any hazards to school administration. Monitors will address any hazardous conditions according to school administration direction and shall assess the effectiveness of such actions. Monitors shall ensure that students are able to interact and be transported in a safe and secure environment by minimizing student misconduct that may create unsafe conditions and reduce student misconduct to avoid injury and reduce liability exposure. Bus Monitors will devote 100% of their time to these Risk/Tort situations and tasks.

It is expected that Student Resource Officers and the District Security Manager/Officer ensure safe conditions for students and staff on school property. In addition, both parties identify and

require correction of any unsafe conditions and practices, to report all potential hazards, to evaluate the effectiveness of building safety procedures and practices, investigate threats, conduct trainings, manage the Crisis Management Plan, and to implement the elements of the Risk Management Program. Student Resource Officers and the District Security Manager devote 100% of their time to Risk/Tort situations and tasks.

Building and Grounds Monitors are expected to monitor surrounding areas for persons and/or equipment for hazards to students or staff that would produce risk or tort possibilities, and to immediately report any hazards to school administration. Building and Grounds Monitors will address any hazardous conditions according to school administration direction and shall assess the effectiveness of such actions. Monitors shall ensure that students are able to interact and move throughout the buildings in a safe and secure environment by minimizing student misconduct that may create unsafe conditions and reduce student misconduct to avoid injury and reduce liability exposure. Building and Grounds Monitors will devote 100% of their time to these Risk/Tort situations and tasks.

The Athletic Trainer is responsible for ensuring athletes' safety and protection. The Athletic Trainer will prevent, recognize, manage and rehabilitate injuries that result from students' athletic practice and competition. Athletic Trainers will identify potentially risk producing situations and implement techniques to avoid unnecessary medical treatment and disruption of normal daily life for students. The Athletic Trainer will monitor the effectiveness of the implemented techniques in the reduction of risk to the health and safety of students. The Athletic Trainer will prepare athletes for practice or competition to minimize risk of injury, evaluate student athlete injuries, and develop rehabilitation and treatment programs to assist student athletes return to maximum health potential thereby reducing the District's liability exposure. It is expected that 30% of his/her time is devoted to these Risk/Tort situations and responsibilities.

While it is recognized that many other positions include assignments which may create exposure to tort and risk situations, no effort has been made by the District to allocate a portion of their time to the Risk Management Program. It is expected that all employees for the District will help ensure that all students are protected from undue exposure to risk situations.

I. Risk Management Plan – Personnel Salaries Summary

The salary and wages of the following District employees will be chargeable to the Tort Immunity Fund in the percentages indicated based on their job responsibilities in support of this Risk Management Plan:

Director of Business Services

Development and Maintenance of the Risk Management Plan	5%

Insurance/loss Mitigation Management	25%
Total	30%
Superintendent	25%
Director of Special Education	25%
Director of Human Resources	25%
Director of Buildings and Grounds	
Insurance/loss Mitigation Management	25%
Exposure/Risk Reduction Management	40%
Total	65%
Custodians	20%
Maintenance Workers	10%
Principals and Assistant Principals	
Principal (Elementary)	20%
Principal (Intermediate)	15%
Assistant Principal (Intermediate)	20%
Principal (High School and Middle School)	15%
Assistant Principal/Athletic Director (High School & Middle School)	15%
School Nurse	30%
Teachers	
Teacher	5%
Social Worker	10%
Educational Relief Aide	10%
Shop Teacher – High School	10%
Art Teacher – High School	10%

Home Economics Teacher	10%
Physical Education Teacher	10%
Science Teacher – High School	10%
Driver's Education Teacher	10%
Bus Monitors	100%
Athletic Trainer	30%
Coaches	10%
School Resource Officers	100%
District Security Manager	100%
Security Officer	**100%**
Building and Grounds Monitors	100%

Approved by the Collinsville Community Unit School District No. 10 Board of Education this **19th day of May 2025**.

Board President

Board Secretary

12.5. Approval of 2025-26 Student Accident Insurance

ITEM: 12.5
EXH.: E- 12.5

BOARD AGENDA
May 19, 2025

TO: **Dr. Brad Skertich, Superintendent of Schools**

FROM: **Jamie Hadjan, Director of Finance**

DATE: **May 19, 2025**

RE: **2025-26 Student Accident Insurance**

We have received renewal rates for the student accident insurance coverage for the 2025-26 school year. The coverage remains the same as the current year ($25,000 maximum per occurrence with limitations). The coverage is with AXIS Insurance Company and administered by K&K Insurance Group, Inc.

Attached for your review are the details for 2025-26.

I recommend approval of the following suggested motion:

> "I move that the student accident insurance policy with K & K Insurance Group, Inc. for 2025-26 school year be approved as presented in Exhibit E-12.5."

ss

Attachment

2025-2026 Student Accident Coverage

Serviced by: **K&K Insurance Group, Inc.** Phone: 855-742-3135

Remember to visit our website for faster enrollment: **www.studentinsurance-kk.com**
Online Enrollment—Secured Accident Coverage can be purchased any time throughout the year.

ACCIDENT ONLY COVERAGE: The Policy provides benefits for loss due to a covered Injury up to the Maximum Benefit of $25,000 for each Injury. Provided that treatment by a qualified, licensed Physician begins within 60 days from the date of Injury, benefits will be paid for Covered Medical Expenses incurred within 52 weeks from the date of Injury up to the Maximum Benefit per service as shown below.

SCHEDULE OF BENEFITS: *Maximum Benefits Paid As Specified Below.*

Compare and Choose	**Low Option Accident Only**	**High Option Accident Only**
Maximum Benefit:	$25,000 (For Each Injury)	$25,000 (For Each Injury)
Deductible:	$0	$0
Inpatient Hospital Services		
Room & Board Expenses:	Up to $150 per day/ Semi-private room rate	80% of Usual and Customary Charges/ Semi-private room rate
Miscellaneous Expenses	$600 maximum per day	$1,200 maximum per day
Physician's Visits: *(Limited to one visit per day)*	$40 first day/$25 each subsequent day	$60 first day/$40 each subsequent day
Ambulatory Medical Center	$1,000 maximum	$1,200 maximum
Emergency Room Treatment: *(Treatment must be rendered within 72 hours from the time of the injury)*	$150 maximum	$300 maximum
Surgery: *(*Allowance is calculated: 100% of Usual and Customary Charges for the 1st procedure, 50% of Usual and Customary Charges for the 2nd procedure, and 25% of Usual and Customary Charges for each additional procedure when performed through different incisions/portals.)*	$1,000 maximum	$1,200 maximum
Assistant Surgeon	100% of Usual and Customary Charges *(*Allowance is calculated: 20% of the surgical maximum for the surgery performed as indicated above.)*	100% of Usual and Customary Charges *(*Allowance is calculated: 25% of the surgical maximum for the surgery performed as indicated above.)*
Anesthesia and its Administration	100% of Usual and Customary Charges *(*Allowance is calculated: 20% of the surgical maximum for the surgery performed as indicated above.)*	100% of Usual and Customary Charges *(*Allowance is calculated: 25% of the surgical maximum for the surgery performed as indicated above.)*
Outpatient		
Outpatient Physician Visits: *(Limited to one visit per day)*	$40 first day/$25 each subsequent day	$60 first day/$40 each subsequent day
Outpatient X-ray:	$200 maximum	$600 maximum
Outpatient Diagnostic Imaging Services:	$300 maximum	$600 maximum
Outpatient Laboratory:	$50 maximum	$300 maximum
Outpatient Physiotherapy: *(Limited to one visit per day. Includes acupuncture; microthermy; manipulation; diathermy; massage therapy; heat treatment; and ultrasonic treatment)*	$30 first day/$20 each subsequent day/ 5 days maximum	$60 first day/$40 each subsequent day/ 5 days maximum
Ambulance Services: *(Air and Ground)*	$300 maximum	$800 maximum
Medical Equipment Rental: *(Includes Orthopedic devices)*	$75 maximum	$140 maximum
Dental Services:	$10,000 maximum per policy term	$10,000 maximum per policy term
Prescription Drugs:	$75 maximum	$200 maximum
Consultant:	$200 maximum	$400 maximum
Replacement of Eye Glasses, Contact Lenses or Hearing Aids:	100% of Usual and Customary Charges	100% of Usual and Customary Charges

Expenses for the following are not covered: Prosthetic Devices, Mental and Nervous Disorders, Home Health Care, Injections.
This policy contains an excess provision. Benefits will not be paid under the Basic Accident Medical Expense for Covered Expenses to the extent that they are collectible under another Health Care Plan.
Details of these benefits may be found in the Master Policy on file at the School District. **NOTE:** This is a brief summary of the benefits and not a contract. A Master Policy has been provided to your school district that contains all of the provisions, limitations and exclusions and qualifications of the insurance benefits. The Master policy is the contract and will govern and control the payment of benefits.

THIS IS A BLANKET ACCIDENT ONLY POLICY.

U.S. Insurance coverage is underwritten by AXIS Insurance Company under group policy form series number BACC-001-0909, et al. Coverage is subject to exclusions and limitations, and may not be available in all US states and jurisdictions. Product availability and plan design features, including eligibility requirements, descriptions of benefits, exclusions or limitations may vary depending on local country or US state laws. Full terms and conditions of coverage, including effective dates of coverage, benefits, limitations, and exclusions, are set forth in the policy.
The amount of benefits provided depends upon the plan selected; the premium will vary with the amount of the benefits selected.
THIS INSURANCE DOES NOT PROVIDE MAJOR MEDICAL OR COMPREHENSIVE MEDICAL COVERAGE AND IS NOT DESIGNED TO REPLACE MAJOR MEDICAL INSURANCE.
FURTHER, THIS INSURANCE IS NOT MINIMUM ESSENTIAL BENEFITS AS SET FORTH UNDER THE PATIENT PROTECTION AND AFFORDABLE CARE ACT.

Choose Your Coverage Plan: *One-Time Payment For Accident Coverage*

PLEASE NOTE - FOR COVERAGE PLANS LISTED BELOW

Coverage Effective Date: A person's coverage takes effect at the later of the date his or her completed student accident enrollment form and premium is received by the company or the effective date of the policy issued to his or her school or school district.

Coverage Termination Date: Coverage ends on the earlier of the date his or her coverage has been in force for twelve months or the first day of the next school year. All coverage ceases if the policyholder cancels the policy or when the person ceases to be an eligible person per the definition below. Termination of coverage for any reason will not affect a claim which occurs before coverage ends.

	Low Option	High Option
24-Hour Accident Around-the-clock. Before, during and after school. Weekends, vacation and all summer including summer school. School sponsored and extracurricular sports excluding High School Football	$112.00	$165.00
24-Hour Accident (Summer Only Coverage) Summer begins on the first day after the school year ends. Summer ends the first day of the next school year.	$39.00	$51.00
At-School Accident During the regular school term, on school premises while school is in session. Direct and uninterrupted travel to and from home and scheduled classes. School Sponsored and supervised activities or sports excluding High School Football. Travel to and from school sponsored and supervised activities or sports while in a school furnished or approved vehicle.	$30.00	$38.00
High School Football (Full Year) Play or practice of regularly scheduled football.	$176.00	$293.00
High School Football (Spring Only Rates) For new players who participate in spring training and not already insured under Football Coverage. Sports seasons are defined by your state high school athletic association.	$76.00	$124.00
High School Football and At-School Accident (Covers all athletics)	$206.00	$331.00
High School Football and 24-Hour Accident (Covers all athletics)	$288.00	$458.00

About Your Coverage

1. ELIGIBLE PERSONS: students of the policyholder who enroll and make the required premium contribution for the coverage selected are Eligible Persons under the Policy. Depending on the coverage selected, coverage may continue after graduation and between school years unless the person enrolls at a different school district.
2. The Master Policy is on file with the school district and is a non-renewable policy. The student coverage selected is non-renewable and requires the student to re-enroll each school year.
3. This is a limited benefit policy.
4. COVERAGE EFFECTIVE DATE: Insurance becomes effective for a student who enrolls and makes the required premium contribution on the latest of the following dates:
   a. the Policy Effective Date;
   b. the date the Company receives student's completed enrollment form and the required premium payment.

   In no event will insurance for the Eligible Person become effective before the Policy Effective Date.
5. COVERAGE TERMINATION DATE: Coverage ends on the earlier of the date: he or she is no longer an Eligible Person, the end of the 1 year coverage term or the date the School's policy ends. All coverage ceases if the policyholder cancels the policy or when person ceases to be eligible. Termination of coverage for any reason will not affect a claim for a Covered Accident that occurs before the termination date.
6. LATE ENROLLMENT: Coverage may be purchased at any time during the school year. There is no premium reduction for any individual who enrolls late in the year.
7. CANCELLATION: Your coverage under the Policy will not be cancelled, and accordingly, premiums may not be refunded after acceptance by the Company.

Enroll online at:

www.StudentInsurance-kk.com

or by mail using attached enrollment form.

1. Complete and detach the enrollment form.
2. Make check or money order payable to AXIS Insurance Company. Do not send cash. The Company is not responsible for cash payments.
3. Write your child's name on your check or money order.
4. Mail completed enrollment form with payment back to:

   K&K Insurance Group,
   P.O. Box 2338
   Fort Wayne, IN 46801-2338
5. Your cancelled check, credit card billing, or money order stub will be your receipt and confirmation of payment.
6. Keep this brochure for future reference. Individual policies will not be sent to you.

Privacy Policy

We know that your privacy is important to you and we strive to protect the confidentiality of your nonpublic personal information. We do not disclose any nonpublic personal information about our customers or former customers to anyone, except as permitted or required by law. We believe we maintain appropriate physical, electronic and procedural safeguards to ensure the security of your nonpublic personal information.

Administered by:

K&K Insurance Group, P.O. Box 2338,
Fort Wayne, IN 46801-2338

Cut out card and retain for your records

STUDENT INSURANCE CARD

Student's Name_____

If premium has been paid, the student whose name appears above has been insured under a Policy issued to:

School District:_____

Accident Only Coverage: ❑ 24-HOUR ❑ 24-HOUR (Summer Only Coverage)
❑ AT-SCHOOL ❑ FOOTBALL ❑ FOOTBALL (Spring Only) ❑ EXTENDED DENTAL

Paid by Check #_____ Amount Paid:_____ Date Paid:_____

Policy #_____

Underwritten by: AXIS Insurance Company
Claims Questions: K&K Insurance Group, Inc.
P.O. Box 2338 • Fort Wayne, IN 46801-2338 • 800-237-2917

COMMON EXCLUSIONS

In addition to any benefit or coverage specific exclusion, benefits will not be paid for any loss which directly or indirectly, in whole or in part, is caused by or results from any of the following unless coverage is specifically provided for by name in the Description of Benefits Section or Conditions of Coverage Section:

1. intentionally self-inflicted injury, suicide, or any attempt while sane or insane;
2. commission or attempt to commit a felony or an assault;
3. commission of or active participation in a riot or insurrection;
4. declared or undeclared war or act of war or any act of declared or undeclared war unless specifically provided by this Policy;
5. flight in, boarding or alighting from an Aircraft, except as a passenger on a regularly scheduled commercial airline;
6. travel in any Aircraft owned, leased operated or controlled by the Policyholder, or any of its subsidiaries or affiliates. An Aircraft will be deemed to be "controlled" by the Policyholder if the Aircraft may be used as the Policyholder wishes for more than 10 straight days, or more than 15 days in any year;
7. sickness, disease, bodily or mental infirmity, bacterial or viral infection or medical or surgical treatment thereof, (including exposure, whether or not Accidental, to viral, bacterial or chemical agents) whether the loss results directly or non directly from the treatment except for any bacterial infection resulting from an Accidental external cut or wound or Accidental ingestion of contaminated food;
8. voluntary ingestion of any narcotic, drug, poison, gas or fumes, unless prescribed or taken under the direction of a Physician and taken in accordance with the prescribed dosage;
9. injuries compensable under Workers' Compensation law or any similar law;
10. operating any type of vehicle or Conveyance while under the influence of alcohol or any drug, narcotic or other intoxicant including any prescribed drug for which the Insured Person has been provided a written warning against operating a vehicle or Conveyance while taking it. Under the influence of alcohol, for purposes of this exclusion, means intoxicated, as defined by the motor vehicle laws of the state in which the Covered Loss occurred;
11. the Insured Person's intoxication. The Insured Person is conclusively deemed to be intoxicated if the level in His blood exceeds the amount at which a person is presumed, under the law of the locale in which the accident occurred, to be under the influence of alcohol if operating a motor vehicle, regardless of whether He is in fact operating a motor vehicle, when the injury occurs. An autopsy report from a licensed medical examiner, law enforcement officer's report, or similar items will be considered proof of the Insured Person's intoxication;
12. an Accident if the Insured Person is the operator of a motor vehicle and does not possess a valid motor vehicle operator's license, unless: (a) the Insured Person holds a valid learners permit and (b) the Insured Person is receiving instruction from a driver's education instructor;
13. aggravation, during a Covered Activity, of an injury the Insured Person suffered before participating in that Covered Activity unless the Company receives a written medical release from the Insured Person's Physician;
14. participating in any hazardous activities, including the sports of snowmobile, ATV (all terrain or similar type wheeled vehicle), personal watercraft, sky diving, scuba diving, skin diving, hang gliding, cave exploration, bungee jumping, parachute jumping or mountain climbing;
15. medical or surgical treatment, diagnostic procedure, administration of anesthesia, or medical mishap or negligence, including malpractice unless it occurs during treatment of a Covered Injury; or
16. benefits will not be paid for services or treatment rendered by any person who is:
    a. employed or retained by the Policyholder;
    b. living in the Insured Person's household;
    c. an Immediate Family Member, including domestic partner, of either the Insured Person or the Insured Person's Spouse; or
    d. the Insured Person.

EXCLUDED EXPENSES

The following will not be considered Medically Necessary Covered Expenses unless coverage is specifically provided:

1. cosmetic surgery, except for reconstructive surgery needed as the result of a Covered Injury;
2. any elective or routine treatment, surgery, health treatment, or examination, including any service, treatment of supplies that: (a) are deemed by the Company to be experimental or investigational; and (b) are not recognized and generally accepted medical practice in the United States;
3. examination or prescriptions for, or purchase, repair or replacement of wheelchairs, braces, appliances, orthopedic braces, or orthotic devices;
4. treatment in any Veteran's Administration, Federal, or state facility, unless there is a legal obligation to pay;
5. services or treatment provided by persons who do not normally charge for their services, unless there is a legal obligation to pay;
6. repair or replacement of existing artificial limbs, eyes and larynx;
7. treatment of an injury resulting from a condition that the Insured Person knew existed on the date of a Covered Accident, unless the Company has received a written medical release from his Physician.

In no event will the Company's total payments for the Insured Person exceed the Total Maximum for all Accident Medical Benefits shown in the Schedule of Benefits.

Other Exclusions that apply to this Benefit are in the Common Exclusions Section.

ACCIDENT ONLY DEFINITIONS:

Covered Injury means Accidental bodily injury:

1. which is sustained by an Insured Person as a direct result of an unintended, unanticipated Covered Accident that is external to the body and that occurs while the injured person's coverage under the Policy is in force;
2. which results directly and independently from all other causes from a Covered Accident; and
3. which occurs while such person is participating in a Covered Activity. The Covered Injury must be caused through Accidental means. All injuries sustained by an Insured Person in any one Covered Accident, including related conditions and recurrent symptoms of these injuries, are considered a single injury.

Accident or Accidental: means a sudden, unexpected, specific and abrupt event that occurs by chance at an identifiable time and place while the Insured Person is covered under this Policy.

Covered Expenses: means expenses actually incurred by or on behalf of an Insured Person for treatment, services and supplies covered by this Policy. A Covered Expense is deemed to be incurred on the date treatment, service or supply that gave rise to the expense or the charge, was rendered or obtained.

Medically Necessary: means medical services that:

1. are essential for diagnosis, treatment or care of the Covered Injury for which it is prescribed or performed;
2. meets generally accepted standards of medical practice; and
3. are ordered by a Physician and performed under His care, supervision or order.

ACCIDENTAL DEATH AND DISMEMBERMENT BENEFITS:

Covered Loss must occur within 365 days of the Covered Accident.
Not more than the Aggregate Limit of $500,000 will be paid for all Covered Losses, Covered Accidents and Covered Injuries suffered by all Insured Persons as the result of any one Covered Accident that occurs under one of the Conditions of Coverage. This Aggregate Limit is payable only once, should more than one Condition of Coverage apply, We will pay the greater amount. If this amount does not allow all Insured Persons to be paid the amounts this Policy otherwise provides, the amount paid will be the proportion of the Insured Person's loss to the total of all losses, multiplied by the Aggregate Limit.

COVERED LOSS	BENEFIT AMOUNT
Loss of Life	$10,000
Loss of Two or More Hands or Feet	$10,000
Loss of Sight of Both Eyes	$10,000
Loss of Speech and Hearing (in Both Ears)	$10,000
Loss of One Hand or Foot and Sight in One Eye	$10,000
Loss of One Hand or Foot	$5,000
Loss of Sight in One Eye	$5,000
Loss of Speech	$5,000
Loss of Hearing (in Both Ears)	$5,000
Loss of Hearing in One Ear	$2,500
Loss of Thumb and Index Finger of the same Hand	$2,500
Exposure and Disappearance	Included

Enroll online for quicker service at www.StudentInsurance-kk.com

or complete and mail this form

Student Accident Enrollment Form (School Year 2025-2026)

Student's Last Name:_____

Student's First Name:_____

Student's Middle Name:_____ Date of Birth:_____

Street Address:_____

City:_____ State:_____ Zip:_____

Name of School District (required):_____

Name of School:_____

Grade Level: ❑ Pre-K/Headstart ❑ Kindergarten/Elementary ❑ Middle School ❑ High School/Above

Signature of Parent or Guardian:_____

Date:_____ Email Address:_____ Phone Number:_____

Student Insurance Plan Options — *Check Your Selection:*

Accident Only Coverage Plans	Low Option	High Option
24-HOUR	❑ $112.00	❑ $165.00
24-HOUR, Summer Only	❑ $39.00	❑ $51.00
AT-SCHOOL	❑ $30.00	❑ $38.00
HIGH SCHOOL FOOTBALL COVERAGE, Full Year	❑ $176.00	❑ $293.00
HIGH SCHOOL FOOTBALL COVERAGE, Spring Only *For New Players*	❑ $76.00	❑ $124.00
HIGH SCHOOL FOOTBALL, and AT-SCHOOL *Covers all athletics*	❑ $206.00	❑ $331.00
HIGH SCHOOL FOOTBALL and 24-HOUR *Covers all athletics*	❑ $288.00	❑ $458.00

Enclose check for total payment payable to: AXIS INSURANCE COMPANY. Checks, money orders, or credit cards accepted.
DO NOT SEND CASH
TOTAL ENCLOSED: $_____

See IMPORTANT NOTICE - FRAUD WARNING on next page.

Mail this completed form with payment back to: ***K&K Insurance Group, P.O. Box 2338, Fort Wayne, IN 46801-2338***

Complete this section only if you wish to pay with a Credit Card

Full name as it appears on card
First Name:_____ MI:_____ Last Name:_____
Billing Address *(if different than above)*
Street #_____ Address_____ Apt #_____

City:_____ State:_____ Zip:_____

Card Number: | | | | | | | | | | | | | | | | Expiration Date: Month: | | Year: | | | |

Cardholder signature:_____

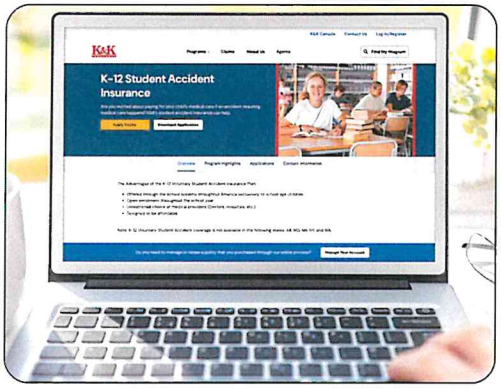
Company does not issue refunds nor accept responsibility for cash payments. (Rejection of check or credit card by bank for any reason, will invalidate insurance.)

IMPORTANT NOTICE - FRAUD WARNING

- **In General, and specifically for residents of Arkansas, Illinois, Louisiana, Rhode Island and West Virginia:** Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.
- **For Residents of Alabama:** Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to restitution fines and confinement in prison, or any combination thereof.
- **For Residents of California:** For your protection California law requires the following to appear on this form. Any person who knowingly presents false or fraudulent information to obtain or amend insurance coverage or to make a claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.
- **For residents of Colorado:** It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado division of insurance within the department of regulatory agencies.
- **For residents of the District of Columbia:** WARNING: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.
- **For residents of Florida:** Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.
- **For residents of Kentucky:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.
- **For residents of Maine, Tennessee and Washington:** It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits.
- **For residents of Maryland:** Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.
- **For residents of New Hampshire:** Any person who, with a purpose to injure, defraud, or deceive any insurance company, files a statement of claim containing any false, incomplete, or misleading information is subject to prosecution and punishment for insurance fraud, as provided in RSA 638:20.
- **For residents of New Jersey:** Any person who includes any false or misleading information on an application for an insurance policy is subject to criminal and civil penalties.
- **For residents of New Mexico:** ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO CIVIL FINES AND CRIMINAL PENALTIES.
- **For residents of New York:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.
- **For residents of Ohio:** Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.
- **For residents of Oklahoma:** WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.
- **For residents of Oregon:** Any person who knowingly and willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly or willfully presents false information in an application for insurance may be guilty of a crime and may be subject to fines and confinement in prison.
- **For residents of Pennsylvania:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.
- **For residents of Texas:** Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.
- **For residents of Virginia:** Any person who with the intent to defraud or knowing that he is facilitating a fraud against an insurer submits an application or files a false or deceptive statement may have violated state law.

K–12 Student Accident Insurance

Apply Online today



Are you worried about paying for your child's medical care if an accident requiring medical care happens? K&K's student accident insurance can help.

K-12 Accident Plans available through your school:

- At-School Accident Only
- 24-Hour Accident Only
- Extended Dental
- Football

How to Enroll Online

Enrolling online is easy and should take only a few minutes. Go to **www.studentinsurance-kk.com** and click the "Apply Online" button.

1. Start by telling us the name of the school district and state where your child attends school. Enter the first few letters of the school/district name.
2. We'll request each student's name and grade level.
3. You'll see the available plans and their rates. Select your coverage and continue to the next step.
4. We'll request information about you, like your name and email address.
5. Next, you'll enter information about the child or children to be covered.
6. Enter your credit card or eCheck payment information.
7. Finally, print out a copy of the confirmation for your records.

For further details of the coverage including costs, benefits, exclusions, any reductions or limitations and the terms under which the policy may be continued in force, please refer to **www.studentinsurance-kk.com**. Student is able to purchase the coverage only if his/her school district is a policyholder with the insurance company.

¿Le preocupa tener que pagar la atención médica de su hijo si ocurre un accidente? El seguro contra accidentes para estudiantes de K&K puede ayudarlo.

Planes de cobertura en caso de accidente para K-12 disponibles a través de su escuela:

- Sólo accidentes en la escuela
- Sólo accidentes, 24 horas
- Dental extendido
- Fútbol

Cómo inscribirse en línea

EInscribirse en línea es fácil y sólo le tomará unos pocos minutos. Visite **www.studentinsurance-kk.com** y haga clic en el botón "Apply Online" ("Aplicar en línea").

1. Comience por decirnos el nombre del distrito escolar y el estado en el que su hijo(a) va a la escuela.
2. Solicitaremos el nombre y el grado de cada uno de los estudiantes.
3. Verá los planes disponibles y sus tarifas. Seleccione su cobertura y continúe con el siguiente paso.
4. Le solicitaremos información sobre usted, como su nombre y dirección de correo electrónico.
5. Después, ingresará la información acerca del niño o niños que recibirá(n) cobertura.
6. Ingrese la información de pago de su tarjeta de crédito o eCheck.
7. Finalmente, imprima una copia de la confirmación para sus registros.

Para obtener más detalles sobre la cobertura, incluidos costos, beneficios, exclusiones y reducciones o limitaciones y los términos en virtud de los cuales esta póliza podría continuar en vigencia, consulte **www.studentinsurance-kk.com**. Los estudiantes pueden comprar la cobertura únicamente si su distrito escolar es titular de una póliza con la compañía de seguros.

K&K INSURANCE
Insuring the world's fun!

1709_WV_WY (10/24_K12)

K&K INSURANCE

Underwritten by:
AXIS Insurance Company
Serviced by:
K&K Insurance Group, Inc.

MANDATORY & VOLUNTARY BLANKET MASTER INSURANCE APPLICATION

Application is hereby made for a plan of BLANKET ACCIDENT INSURANCE based on the following statements and representations:

Policyholder: Name of School/District_____

Requested Effective Date:_____ Requested Termination Date *(one year from the Requested Effective Date)*:_____

Street Address:_____

City:_____ State:_____ Zip:_____

Mailing Address (if different):_____

Contact Name:_____ Title:_____

Phone:_____ Fax:_____

Email:_____

Mandatory Accident Coverage *(Coverage selected by school/district)*

	Product Option	*Grades*	*Total # of Insured*	*Rate*	*Premium*
At-School Including Athletics & Activities					
At-School Excluding Athletics & Activities					
Athletics & Activities					
Field Trip					
School Band					
JROTC					
Other *(Please Specify)*					
Other *(Please Specify)*					
Other *(Please Specify)*					

Total Mandatory Premium Due:_____

Voluntary Accident Coverage

Estimated annual school enrollment *(total number of students)*:_____

Grades *(mark one)*: ❑ PK-12 ❑ Elementary School ❑ Middle School ❑ High School

Effective Date:_____

The terms and conditions of the requested plan of insurance may vary in certain states as required by the laws of those states. The terms of the policy when issued will govern. It is agreed the insurance applied for will not become effective unless a) this application is received and approved by AXIS Insurance Company based on current rules and requirements; b) the policy is accepted by the applicant; and c) the required premium is paid when due.

The applicant represents the information contained in this application is true and correct and forms the basis of the requested insurance. Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

POLICYHOLDER SIGNATURE

_____
Authorized Signature of Applicant

_____
Printed or typed name of Applicant's Authorized Representative

_____
Date

LICENSED BROKER/AGENT SIGNATURE

_____
Licensed Broker/Agent

_____
License Number

_____
Date

P.O. Box 2338, Fort Wayne, Indiana 46801
phone: (855) 742-3135 • www.studentinsurance-kk.com • CA License #0334819

IMPORTANT NOTICE - FRAUD WARNING

- **In General, and specifically for residents of Arkansas, Illinois, Louisiana, Rhode Island and West Virginia:** Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.
- **For Residents of Alabama:** Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to restitution fines and confinement in prison, or any combination thereof.
- **For Residents of California:** For your protection California law requires the following to appear on this form. Any person who knowingly presents false or fraudulent information to obtain or amend insurance coverage or to make a claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.
- **For residents of Colorado:** It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado division of insurance within the department of regulatory agencies.
- **For residents of the District of Columbia:** WARNING: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.
- **For residents of Florida:** Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.
- **For residents of Kentucky:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.
- **For residents of Maine, Tennessee and Washington:** It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits.
- **For residents of Maryland:** Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.
- **For residents of New Hampshire:** Any person who, with a purpose to injure, defraud, or deceive any insurance company, files a statement of claim containing any false, incomplete, or misleading information is subject to prosecution and punishment for insurance fraud, as provided in RSA 638:20.
- **For residents of New Jersey:** Any person who includes any false or misleading information on an application for an insurance policy is subject to criminal and civil penalties.
- **For residents of New Mexico:** ANY PERSON WHO KNOWINGLY PRESENTS A FALSE OR FRAUDULENT CLAIM FOR PAYMENT OF A LOSS OR BENEFIT OR KNOWINGLY PRESENTS FALSE INFORMATION IN AN APPLICATION FOR INSURANCE IS GUILTY OF A CRIME AND MAY BE SUBJECT TO CIVIL FINES AND CRIMINAL PENALTIES.
- **For residents of New York:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.
- **For residents of Ohio:** Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.
- **For residents of Oklahoma:** WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.
- **For residents of Oregon:** Any person who knowingly and willfully presents a false or fraudulent claim for payment of a loss or benefit or who knowingly or willfully presents false information in an application for insurance may be guilty of a crime and may be subject to fines and confinement in prison.
- **For residents of Pennsylvania:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.
- **For residents of Texas:** Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.
- **For residents of Virginia:** Any person who with the intent to defraud or knowing that he is facilitating a fraud against an insurer submits an application or files a false or deceptive statement may have violated state law.

12.6. Consider Security Camera Replacement Purchase

Collinsville Community Unit School District 10

201 West Clay Street • Collinsville, IL 62234 • 618-346-6350 • *fax* 618-343-3673

TO: Dr. Brad Skertich, Superintendent

FROM: Derek Turner, Director of Technology

DATE: May 13, 2025

RE: RECOMMENDATION FOR New Surveillance System

BACKGROUND

The current Digital Watchdog surveillance system used by the district is no longer providing the modern features necessary to be effective for security personnel, principals, and administrators. Countless hours are being spent tracking people, items, and reviewing footage in order to comply with subpoenas, workman's compensation requirements, and disciplinary issues. The current system has been added onto and upgraded over the last 25 years and has never had a full revamp. In addition, the district does not currently have a replacement plan for cameras.

CONSIDERATIONS

In order to ensure that district personnel can provide relevant video information in an effective and timely manner, a full system revamp is necessary. AI analytics, cloud storage and online access, remediation of the old coax connections, and the ability to add AI visual gun detection to the system in the future, were all major considerations for choosing a new video management system. Avigilon Alta checked all those boxes and also boasts future integration capabilities for alarm systems, access control, and video intercom terminals. Avigilon, a Motorola company, is a leader in the AI analytics space, and offers an extremely intuitive cloud interface and storage solution at an affordable price. Analytics work best and produce the least amount of false negatives when used with full IP-based cameras. The analytic piece is most important at CHS and CMS due the overwhelming size of those buildings, so those will be replaced first. Next year, a plan will be presented to begin upgrading the rest of the district cameras over the subsequent four years.

RECOMMENDATION

Therefore, I am recommending that the included quote from Essential Network Technologies for all new IP cameras at CHS and CMS along with the cloud connectors necessary to bring in older district cameras to the Avigilon Alta solution, in the amount of $691,716.05, be approved. A lease and payment plan will be provided at a later date. Thank you for your consideration!

For business use only
Nickel Lease Levy

Alta Cameras

Quote # ENTQ005953
Version 1

Prepared for:

Collinsville Unit 10 School District

Prepared by:

Essential Network Technologies

Main: 636-477-6301

Email:
kjwalsh@essentialnetworktech.com

Web: www.essentialnetworktech.com

High School Cameras and Installation

Description		Price	Qty	Ext. Price
Labor	**Installation & Configuration** Labor includes configuration and installation of new Alta cameras. This line item also includes removal of the existing cameras (not including cabling).	$32,710.00	1	$32,710.00
Boom lift rental	**rental of boom lift**	$3,414.08	1	$3,414.08
Scissor lift rental	**scissor lift rental**	$842.11	1	$842.11
15C-H5A-3MH-30	**5MP, 30 Day, Alta, 3 head H5A Multisensor Camera; up to 10 year warranty with an active Aware license**	$1,221.13	5	$6,105.65
20C-H5A-4MH-30	**5MP, 30 Day, Alta, 4 head H5A Multisensor Camera; up to 10 year warranty with an active Aware license** 4X5mp (20MP) 360 Degree Max Camera Module 3.3-5.7mm - 30 Days	$1,454.07	1	$1,454.07
20C-H5A-4MH-30	**5MP, 30 Day, Alta, 4 head H5A Multisensor Camera; up to 10 year warranty with an active Aware license** 4X5mp (20MP) 360 Degree Max Camera Module 3.3-5.7mm - 30 Days	$1,454.07	4	$5,816.28
3.0C-H6SL-DO1-IR-30	**3MP, 30 Day, Alta, WDR, Day/Night Outdoor Dome, 3.4-10.5mm f/1.6 Integrated IR, up to 10 year warranty with an active Aware license**	$511.95	1	$511.95
5.0C-H6SL-BO2-IR-30	**5MP, 30 Day, Alta, WDR, Day/Night Outdoor Bullet, 10.9-29 mm f/1. 7 Integrated IR, up to 10 year warranty with an active Aware license**	$734.54	4	$2,938.16
5.0C-H6SL-DO1-IR-30	**5MP, 30 Day, Alta, WDR, Day/Night Outdoor Dome, 3.4-10.5mm f/1.6 Integrated IR, up to 10 year warranty with an active Aware license**	$615.48	48	$29,543.04
5.0C-H6SL-DO1-IR-30	**5MP, 30 Day, Alta, WDR, Day/Night Outdoor Dome, 3.4-10.5mm f/1.6 Integrated IR, up to 10 year warranty with an active Aware license**	$615.48	8	$4,923.84
5.0C-H6SL-D1-IR-30	**5MP, 30 Day, Alta, WDR, Day/Night Indoor Dome, 3.4-10.5mm f/1.6 Integrated IR, up to 10 year warranty with an active Aware license**	$511.95	40	$20,478.00

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High School Cameras and Installation

Description		Price	Qty	Ext. Price
5.0C-H6SL-D1-IR-30	**5MP, 30 Day, Alta, WDR, Day/Night Indoor Dome, 3.4-10.5mm f/1.6 Integrated IR, up to 10 year warranty with an active Aware license**	$511.95	51	$26,109.45
H5AMH-AD-PEND1	**Outdoor pendant mount adapter. For use with the Avigilon H5A Multisensor**	$103.16	5	$515.80
WLMT-1001	**Wall Mount for large pendant camera**	$62.80	5	$314.00
H5AMH-DO-COVR1	**Dome Bubble and Cover; for outdoor surace mount or pendant mount, clear. For use with Avigilon H5A Multisensor** Dome Bubble and Cover; for outdoor surace mount or pendant mount	$103.16	5	$515.80
CRNMT-1001	**CORNER MNT FOR LRGE PENDT WLMT-1001**	$75.06	8	$600.48
H5AMH-AD-PEND1	**Outdoor pendant mount adapter. For use with the Avigilon H5A Multisensor**	$103.16	1	$103.16
NPTA-1001	**1.5 inch NPT Adapter for Large Pendant Mount Camera**	$34.00	1	$34.00
H5AMH-DO--COVR1	**Dome bubble and cover, for outdoor surface mount or pendant mount, clear. For use with the Avigilon H5A Multisensor**	$103.16	1	$103.16
H5AMH-AD-PEND1	**Outdoor pendant mount adapter. For use with the Avigilon H5A Multisensor**	$103.16	4	$412.64
WLMT-1001	**Wall Mount for large pendant camera**	$63.33	4	$253.32
H5AMH-DO-COVR1	**Dome Bubble and Cover; for outdoor surace mount or pendant mount, clear. For use with Avigilon H5A Multisensor** Dome Bubble and Cover; for outdoor surace mount or pendant mount	$103.16	4	$412.64
ACMICR-1001	**Internal microphone accessory for Dome Cameras**	$5.18	8	$41.44
CRNMT-1001	**CORNER MNT FOR LRGE PENDT WLMT-1001**	$75.06	8	$600.48
H4AMH-AD-IRIL 1	**Optional IR illuminator ring, up to 30m (100ft), for use with H4AMH-DO-COVR1**	$201.58	5	$1,007.90

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High School Cameras and Installation

Description		Price	Qty	Ext. Price
POE60U-1BTE	**Gigabit 802.3bt 60 W PoE Injector, Indoor, single port**	$91.62	5	$458.10
H4AMH-AD-IRIL 1	**Optional IR illuminator ring, up to 30m (100ft), for use with H4AMH-DO-COVR1**	$201.58	1	$201.58
POE60U-1BTE	**Gigabit 802.3bt 60 W PoE Injector, Indoor, single port**	$91.62	1	$91.62
POE60U-1BTE	**Gigabit 802.3bt 60 W PoE Injector, Indoor, single port**	$91.62	4	$366.48
AWA-CLD-5Y	**Subscription to Ava Aware Cloud, per camera. Real-time video-analytics. Including 30 days cloud storage. - 5 year** Ava Aware License 5 years	$517.00	161	$83,237.00
LIC-LPR-CHAN-5Y	**Annual LPR license subscription, per camera enabled for LPR** 5 Year LPR license subscription, per camera enabled for LPR.	$1,280.53	4	$5,122.12
The customer is responsible for verifying switch port availability in data closets, POE availability on ports, budget on switches, and network connectivity. The scope of this project does not include 3rd party integrations - ie active directory, existing access control, etc.				
			Subtotal:	**$229,238.35**

High School Cabling

Description		Price	Qty	Ext. Price
61110-BP6	**Modular Jack, Leviton QuickPort eXtreme, CAT6, RJ45, 25 Pack, Purple**	$228.12	10	$2,281.20
KSSMB2-88	**KeyStone Surface Mount Box TechChoice, Cloud (Bright) White** KSSMB2-88	$4.82	81	$390.42
36210	**Cat6 7ft Black Outdoor Patch Cable**	$5.48	81	$443.88
Wiring	**Installation of cabling for new Alta Cameras**	$31,000.00	1	$31,000.00
202044J	**ezEX-RJ45 Modular Plug**	$99.76	1	$99.76

Essential
NETWORK TECHNOLOGIES

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High School Cabling

Description		Price	Qty	Ext. Price
SPKSU24	**Ortronics TechChoice Patch Panel Kit 24 Port - 24 Port(s) - 1U High - Black - Rack-mountable**	$52.94	13	$688.22
B0C1YFLVR5	**2" jhooks with beam clamps**	$35.28	10	$352.80
B085FTKHLP	**beam clamp 25 pack**	$41.16	8	$329.28
B009YWNRAU	**bridle ring 25 pack**	$23.52	8	$188.16
WG-63611110	**Cat 6 Purple Unshielded cable**	$311.91	28	$8,733.48
9848	**Cat6 1ft Purple Patch Cable**	$1.68	161	$270.48
			Subtotal:	**$44,777.68**

Middle School Cameras and Installation

Description		Price	Qty	Ext. Price
AWA-CLD-5Y	**Ava Aware License 5 years** Ava Aware License 5 years	$517.00	75	$38,775.00
LIC-LPR-CHAN-5Y	**Annual LPR license subscription, per camera enable** 5 Year LPR license subscription, per camera enabled for LPR.	$1,280.53	1	$1,280.53
5.0C-H6SL-DO1-IR-30	**5MP H6SL Outdoor IR Dome Camera with 3.4-10.5mm lens, Alta 30 Day**	$615.48	19	$11,694.12
20C-H5A-4MH-30	**4X5mp (20MP) 360 Degree Max Camera Module 3.3-5.7m** 4X5mp (20MP) 360 Degree Max Camera Module 3.3-5.7mm - 30 Days	$1,454.07	1	$1,454.07
H5AMH-AD-PEND1	**H5AMH-AD-PEND1**	$103.15	1	$103.15
WLMT-1001	**Wall Mount for large pendant camera**	$62.80	1	$62.80
H5AMH-DO-COVR1	**Dome Bubble and Cover; for outdoor surace mount or** Dome Bubble and Cover; for outdoor surace mount or pendant mount	$103.15	1	$103.15

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Middle School Cameras and Installation

Description		Price	Qty	Ext. Price
H4AMH-AD-IRIL1	**IR Illuminator Ring for H5 Multisensor** IR Illuminator Ring for H5 Multisensor	$201.58	1	$201.58
POE60U-1BTE	**Avigilon PoE Injector - 60 W**	$91.62	1	$91.62
5.0C-H6SL-BO2-IR-30	**5MP H6SL Outdoor IR Bullet Camera with 10.9-29 mm lens, Alta 30 Day**	$734.54	1	$734.54
H6SL-MT-NPTA1	**Pole mount for large pendant WLMT-1001**	$22.26	1	$22.26
BULLET-WI-W-4K-30	**Ava Bullet Wide White - 4K - 30 days**	$874.31	4	$3,497.24
ACC-CON-BCK-W	**Conduit Back Box White for AVA Bullet Cameras**	$82.31	4	$329.24
5.0C-H6SL-D1-IR-30	**5MP H6SL Indoor IR Dome Camera with 3.4-10.5mm lens, Alta 30 Day**	$511.95	50	$25,597.50
WLMT-1021	**Mount, Pendant Arm, 20cm Long, 1.5 NPT**	$54.35	1	$54.35
ACC-POL-BRA-W	**Pole bracket for Ava Dome and 360 cameras. White.** Pole bracket for Ava Dome and 360 cameras. White.	$34.16	2	$68.32
PLMT-1001	**Pole mount for large pendant**	$59.53	3	$178.59
H6SL-MT-NPTA1	**H6SL-MT-NPTA1**	$22.26	1	$22.26
Labor	**Installation & Configuration** Installation & Configuration	$17,950.00	1	$17,950.00

The customer is responsible for verifying switch port availability in data closets, POE availability on ports, budget on switches, and network connectivity.

The scope of this project does not include 3rd party integrations - ie active directory, existing access control, etc.

Subtotal: **$102,220.32**

Essential
NETWORK TECHNOLOGIES

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Middle School Cabling

Description		Price	Qty	Ext. Price
Wiring	**Wiring Labor** Installation of cabling for new Alta Cameras	$15,975.00	1	$15,975.00
WG-63611110	**Genesis 63611110 23/4-Pair Cat 6 Unshielded (U/UTP) Networking Cable, Plenum, CMP, FT6, 1000' (304.8 m) Pull Box, Purple**	$311.91	10	$3,119.10
36210	**Cat6 Outdoor Rated Ethernet Patch Cable - Molded RJ45 Connectors, Stranded, 550MHz, UTP, Pure Bare Copper Wire, 24AWG, 7ft, Black**	$5.65	25	$141.25
KSSMB2-88	**KSSMB2-88** KSSMB2-88	$5.18	25	$129.50
61110-BP6	**Modular Jack, Leviton QuickPort eXtreme, CAT6, RJ45, 25 Pack, Purple**	$228.12	4	$912.48
202044J	**zEX-RJ45 Modular Plug:**	$99.76	1	$99.76
9848	**Cat6 1ft Purple Patch Cable**	$1.68	75	$126.00
B0C1YFLVR5	**Cable Support J Hook with Beam Clamp, 2"**	$35.28	15	$529.20
B085FTKHLP	**Beam Clamps - 25** Beam Clamps - 25	$41.16	5	$205.80
B009YWNRAU	**1-1/2" ID Bridle Wiring Rings for Beam Clamps (25** 1-1/2" ID Bridle Wiring Rings for Beam Clamps (25 Pack) Visit the Skywalker Store	$23.52	5	$117.60
SPKSU24	**Ortronics TechChoice Patch Panel Kit 24 Port - 24 Port(s) - 1U High - Black - Rack-mountable**	$52.94	5	$264.70
			Subtotal:	**$21,620.39**

Cloud Connectors

Description		Price	Qty	Ext. Price
LIC-LPR-CHAN-5Y	**Annual LPR license subscription, per camera enabled for LPR** 5 Year LPR license subscription, per camera enabled for LPR.	$1,280.53	12	$15,366.36

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Cloud Connectors

Description		Price	Qty	Ext. Price
AWA-CLD-5Y	**Subscription to Ava Aware Cloud, per camera. Real-time video-analytics. Including 30 days cloud storage. - 5 year** Ava Aware License 5 years	$517.00	355	$183,535.00
APP-3100-240-BT	**Cloud Connector Gateway - 200 Cameras**	$25,000.00	2	$50,000.00
FLDSUP-CONFIG	**Onsite configuration and installation**	$2,264.71	5	$11,323.55
RMTSUP-CONFIG	**Remote configuration and installation**	$2,264.71	4	$9,058.84
Labor	**Installation & Configuration** Installation & Configuration of cloud connector gateways	$1,800.00	1	$1,800.00
The Cloud Connectors will be installed at the School's data center, all non-Alta camera traffic will be routed to the Cloud Connectors to be viewable through the Alta web interface. The customer is responsible for verifying switch port availability in data closets and network connectivity for all sites.				
			Subtotal:	**$271,083.75**

Replacements for existing cameras not cloud capable

Description		Price	Qty	Ext. Price
5,0C-H6SL-D1-IR-30	**5MP H6SL Indoor IR Dome Camera with 3.4-10.5mm lens; Alta 30 Day**	$511.95	26	$13,310.70
61110-BP6	**Modular Jack, Leviton QuickPort eXtreme, CAT6, RJ45, 25 Pack, Purple**	$228.12	1	$228.12
61110-RP6	**QuickPort eXtreme Jack Module, Purple**	$10.35	1	$10.35
202044J	**ezEX-RJ45 Modular Plug**	$99.76	1	$99.76
SPKSU24	**Ortronics TechChoice Patch Panel Kit 24 Port - 24 Port(s) - 1U High - Black - Rack-mountable**	$52.94	6	$317.64
B0C1YFLVR5	**2" jhooks with beam clamps**	$35.28	5	$176.40
B085FTKHLP	**beam clamp 25 pack**	$41.16	2	$82.32

Main: 636-477-6301

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Web: www.essentialnetworktech.com

Replacements for existing cameras not cloud capable

Description		Price	Qty	Ext. Price
B009YWNRAU	**bridle ring 25 pack**	$23.52	2	$47.04
WG-63611110	**Cat 6 Purple Unshielded cable**	$311.91	5	$1,559.55
9848	**Cat6 1ft Purple Patch Cable**	$1.68	26	$43.68
Wiring	**Installation of cabling for new Alta Cameras**	$6,900.00	1	$6,900.00
16 at Dorris 3 at REN 7 between KRT/JEF/SUM				
The customer is responsible for verifying switch port availability in data closets, POE availability on ports, budget on switches, and network connectivity. The scope of this project does not include 3rd party integrations - ie active directory, existing access control, etc.				
			Subtotal:	**$22,775.56**

Halo

* Optional

Description		Price	Qty	Ext. Price
HALO-CLOUD-5YR	**HALO-CLOUD-5YR**	$425.12	45	$19,130.40
HALO-V3.00C-PC	**HALO-V3.00C-PC**	$929.18	45	$41,813.10
HALO-V3.00C-BACKBOX	**HALO3C Backbox**	$64.71	45	$2,911.95
Wiring	**Wiring Labor** Wiring Labor	$11,475.00	1	$11,475.00
Labor	**Installation & Configuration** Installation & Configuration	$10,050.00	1	$10,050.00
61110-BP6	**Modular Jack, Leviton QuickPort eXtreme, CAT6, RJ45, 25 Pack, Purple**	$228.12	2	$456.24
202044J	**ezEX-RJ45 Modular Plug**	$99.76	1	$99.76

Main: 636-477-6301

Email: kjwalsh@essentialnetworktech.com

Web: www.essentialnetworktech.com

Halo

* Optional

Description		Price	Qty	Ext. Price
SPKSU24	**Ortronics TechChoice Patch Panel Kit 24 Port - 24 Port(s) - 1U High - Black - Rack-mountable**	$52.94	3	$158.82
B085FTKHLP	**beam clamp 25 pack**	$41.16	2	$82.32
B009YWNRAU	**bridle ring 25 pack**	$23.52	2	$47.04
WG-63611110	**Cat 6 Purple Unshielded cable**	$311.91	9	$2,807.19
9848	**Cat6 1ft Purple Patch Cable**	$1.68	45	$75.60
The customer is responsible for verifying switch port availability in data closets, POE availability on ports, budget on switches, and network connectivity.				
			* Optional Subtotal:	**$89,107.42**

Intercoms

* Optional

Description		Price	Qty	Ext. Price
SW-ICUSER-P50-5Y	**Intercom Call Recipients: Pack of 50 users (5 Years)**	$1,482.35	1	$1,482.35
SW-VID-ST30-5Y	**Cloud Video Storage: 30 days (5 Years)**	$635.29	5	$3,176.45
SW-BSC-P5-5Y	**Basic: Pack of 5 entries (5 Years)**	$2,541.18	1	$2,541.18
OP-VID-PRO-INT	**Video Intercom Reader Pro**	$705.88	5	$3,529.40
Wiring	**Wiring Labor** Wiring Labor	$1,250.00	1	$1,250.00
Labor	**Installation & Configuration** Installation & Configuration	$2,066.00	1	$2,066.00
WG-63611110	**Genesis 63611110 23/4-Pair Cat 6 Unshielded (U/UTP) Networking Cable, Plenum, CMP, FT6, 1000' (304.8 m) Pull Box, Purple**	$311.91	1	$311.91
9848	**Cat6 1ft Purple Patch Cable**	$1.68	5	$8.40

Main: 636-477-6301

Email:
kjwalsh@essentialnetworktech.com

Web: www.essentialnetworktech.com

Intercoms

* Optional

Description		Price	Qty	Ext. Price
B085FTKHLP	**Beam Clamps - 25** Beam Clamps - 25	$41.16	2	$82.32
B009YWNRAU	**1-1/2" ID Bridle Wiring Rings for Beam Clamps (25** 1-1/2" ID Bridle Wiring Rings for Beam Clamps (25 Pack) Visit the Skywalker Store	$23.52	2	$47.04
61110-RP6	**QuickPort eXtreme Jack Module, Purple**	$10.35	1	$10.35
Misc Materials	**misc materials for install**	$294.12	1	$294.12
Integration with current access control is not included - all door unlocks will need to be done through existing access control.				
			* Optional Subtotal:	**$14,799.52**

Spare Cameras

* Optional

Description		Price	Qty	Ext. Price
5.0C-H6SL-DO1-IR-30	**5MP, 30 Day, Alta, WDR, Day/Night Outdoor Dome, 3.4-10.5mm f/1.6 Integrated IR, up to 10 year warranty with an active Aware license**	$615.48	5	$3,077.40
5.0C-H6SL-D1-IR-30	**5MP, 30 Day, Alta, WDR, Day/Night Indoor Dome, 3.4-10.5mm f/1.6 Integrated IR, up to 10 year warranty with an active Aware license**	$511.95	5	$2,559.75
			* Optional Subtotal:	**$5,637.15**

Shipping

Description	Qty
Motorola Logistics takes the order specifics & requests a price for shipping from FedEx at time of purchase.	

Main: 636-477-6301

Email:
kjwalsh@essentialnetworktech.com

Web: www.essentialnetworktech.com

Alta Cameras

Quote Information:

Quote #: ENTQ005953

Version: 1
Delivery Date: 05/07/2025
Expiration Date: 05/31/2025

Prepared for:

Collinsville Unit 10 School District

201 W. Clay St
Collinsville, IL 62234
Derek Turner
(618) 346-6350
dturner1@cusd.kahoks.org

Prepared by:

Essential Network Technologies

Kellen Walsh
636-477-6301
Fax 636-477-6302
kjwalsh@essentialnetworktech.com

Quote Summary

Description	Amount
High School Cameras and Installation	$229,238.35
High School Cabling	$44,777.68
Middle School Cameras and Installation	$102,220.32
Middle School Cabling	$21,620.39
Cloud Connectors	$271,083.75
Replacements for existing cameras not cloud capable	$22,775.56
Total:	$691,716.05

*Optional Expenses

Description	One-Time
Halo	$89,107.42
Intercoms	$14,799.52
Spare Cameras	$5,637.15
Optional Subtotal:	$109,544.09

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

LIMITED WARRANTY: ENT warrants it will provide its services in a professional manner by qualified personnel in accordance with this proposal and that the performance by ENT of the services described in this proposal shall be in compliance with all applicable laws, rules and regulations. No representations or warranties as to the use, functionality, operation, or security of the customer's networks are made by ENT other than as expressly stated herein. THE FOREGOING WARRANTIES ARE EXCLUSIVE AND ARE MADE IN LIEU OF ALL OTHER WARRANTIES, EITHER EXPRESS AND IMPLIED, WHICH ARE HEREBY DISCLAIMED, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF NONINFRINGEMENT, TITLE, MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND ANY WARRANTIES ARISING OUT OF A USE IN TRADE OR COURSE OF DEALING OR PERFORMANCE. ENT DOES NOT WARRANT: (i) THAT ACCESS TO OR USE OF ALL OR ANY PART OF ENT'S SERVICES OR THE CUSTOMER'S INFORMATION TECHNOLOGY ENVIRONMENT WILL BE CONTINUOUS, ERROR-FREE OR UNINTERRUPTED, (ii) THAT PATCHES OR WORKAROUND WILL BE PROVIDED, (iii) THAT THE RESULTS OF ENT'S ANALYSIS OF THE CUSTOMER'S INFORMATION TECHNOLOGY ENVIRONMENT WILL BE COMPLETE OR ERROR-FREE, (iv) THAT ERRORS WILL BE CORRECTED IN SERVICE UPDATES OR THAT ANY SERVICE WILL DETECT EVERY POSSIBLE VULNERABILITY, DEFICIENCY, AND/OR DEFECT IN THE CUSTOMER'S SYSTEMS, (v) THAT THE CUSTOMER'S SYSTEMS WILL OPERATE WITHOUT ERROR AFTER TESTING, OR (iii) THAT ENT'S SERVICES WILL MEET ALL OF THE CUSTOMER'S REQUIREMENTS OR NEEDS.

The warranties set forth above do not apply if non-compliance is caused by or has resulted from: (i) use of ENT's services for any purpose other than that set forth and authorized in this proposal, (ii) misuse of ENT's services, (iii) any malfunction of the customer's information technology environment, including, but not limited to, software, hardware, computers, computer-related equipment, networks, and network connections, (iv) any modification to the customer's information technology environment after performance of ENT's services hereunder, or (v) an event of force majeure.

By accepting this proposal, the customer acknowledges and agrees that the customer is solely responsible for the application, operation and management of its information technology environment, including but not limited to: (a) purchasing, licensing, maintaining, and adequately securing hardware and software; (b) enacting and following appropriate operating and security procedures; (c) enacting and following appropriate protective measures to safeguard the customer's information technology environment; (d) enacting and following adequate backup contingency plans; and (e) employing qualified personnel to obtain the desired results with respect to the customer's information technology environment. ENT is not responsible for any security breaches or other security incidents with respect to the customer's information technology environment, whether caused by the customer not following appropriate operating procedures and/or security and protective measures or otherwise.

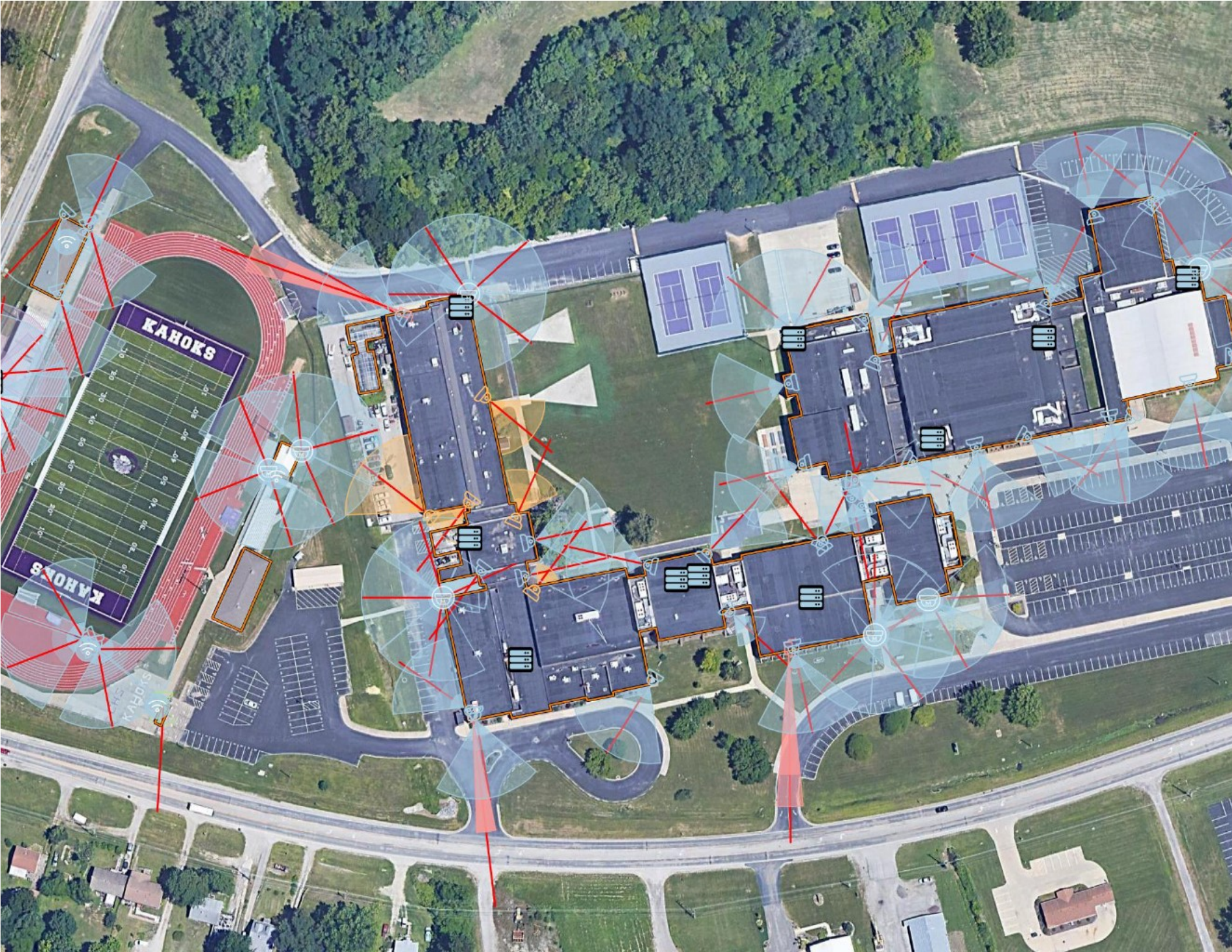
EXCLUSIVE REMEDY: If ENT's services provided under this proposal do not materially comply with the requirements stated in the Limited Warranty Section above, the customer's sole remedy will be to receive a refund of the fees paid for the non-conforming services, even if such remedy fails of its essential purpose. BY ACCEPTING THIS PROPOSAL, THE CUSTOMER AGREES THAT ENT IS NOT RESPONSIBLE FOR ANY LOSS OF DATA, COST OF PROCUREMENT OF SUBSTITUTE GOODS, OR ANY SPECIAL, INDIRECT, INCIDENTAL, EXEMPLARY, PUNITIVE, OR CONSEQUENTIAL DAMAGES ARISING OUT THE PERFORMANCE OF ENT'S SERVICES UNDER THIS PROPOSAL, EVEN IF ENT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND THE CUSTOMER HEREBY WAIVES AND RELEASES ANY RIGHTS OR CLAIMS AND AGREES TO HOLD ENT HARMLESS FROM AND AGAINST ANY SUCH DAMAGES OR LOSSES. THIS LIMITATION APPLIES TO ALL CAUSES OF ACTION, WHETHER BASED IN CONTRACT, TORT (INCLUDING NEGLIGENCE OR STRICT LIABILITY), STATUTE OR OTHERWISE. REGARDLESS OF THE FORM OF THE CLAIM, ENT'S TOTAL LIABILITY TO THE CUSTOMER SHALL BE LIMITED TO THE AMOUNT OF FEES THE CUSTOMER HAS PAID TO ENT FOR SERVICES PURSUANT TO THIS PROPOSAL.

Main: 636-477-6301

Email:
kjwalsh@essentialnetworktech.com

Web: www.essentialnetworktech.com

Essential Network Technologies		Collinsville Unit 10 School District	
Signature:		Signature:	
Name:	Kellen Walsh	Name:	Derek Turner
Title:		Date:	
Date:	05/07/2025		


KAHOKS
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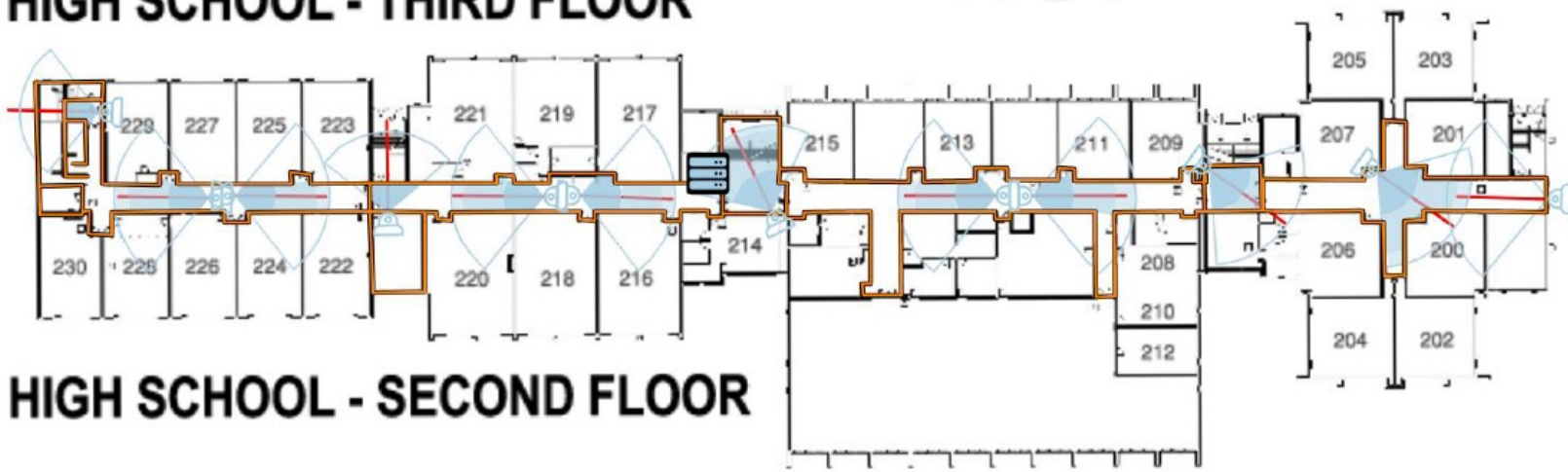
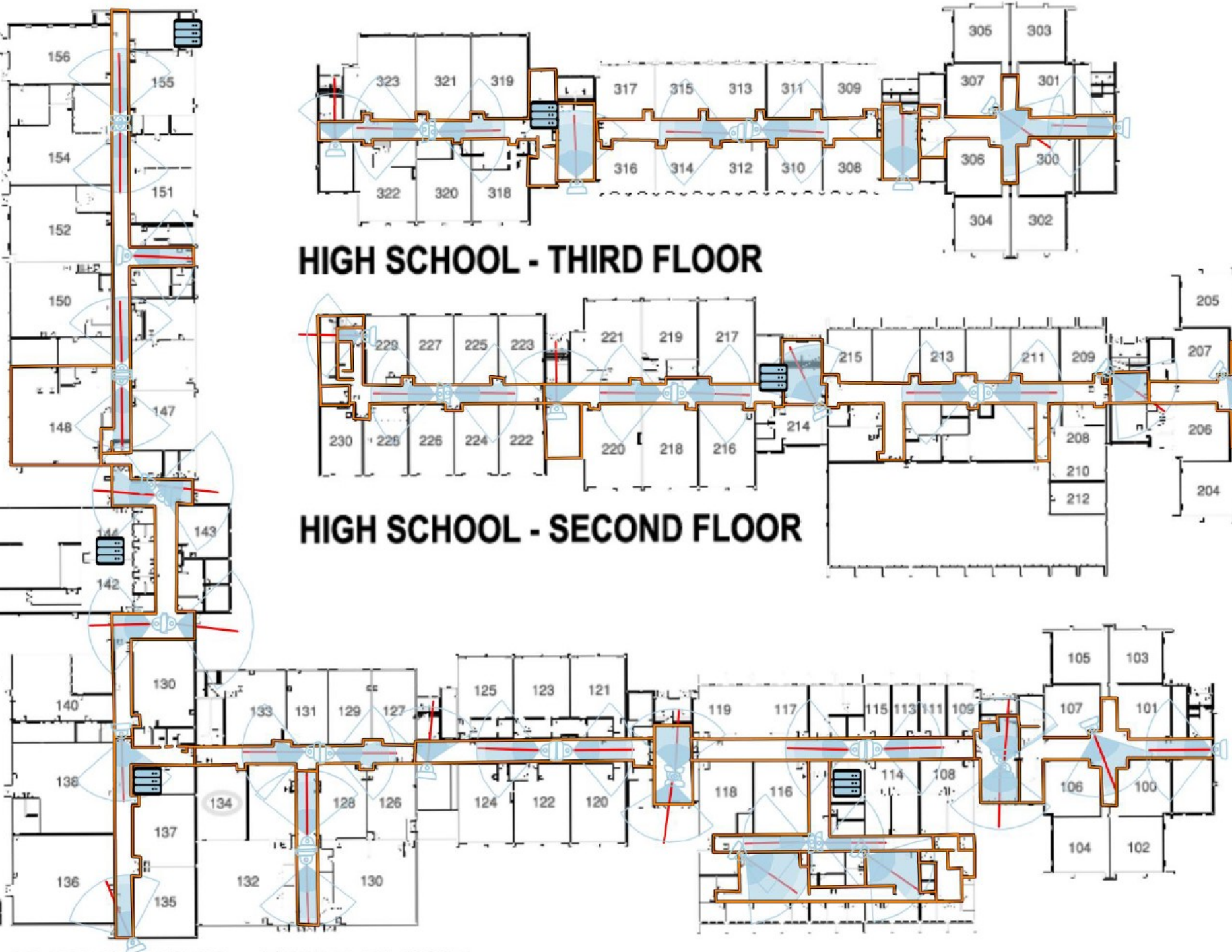
ew

HIGH SCHOOL - THIRD FLOOR



HIGH SCHOOL - SECOND FLOOR



HIGH SCHOOL - FIRST FLOOR

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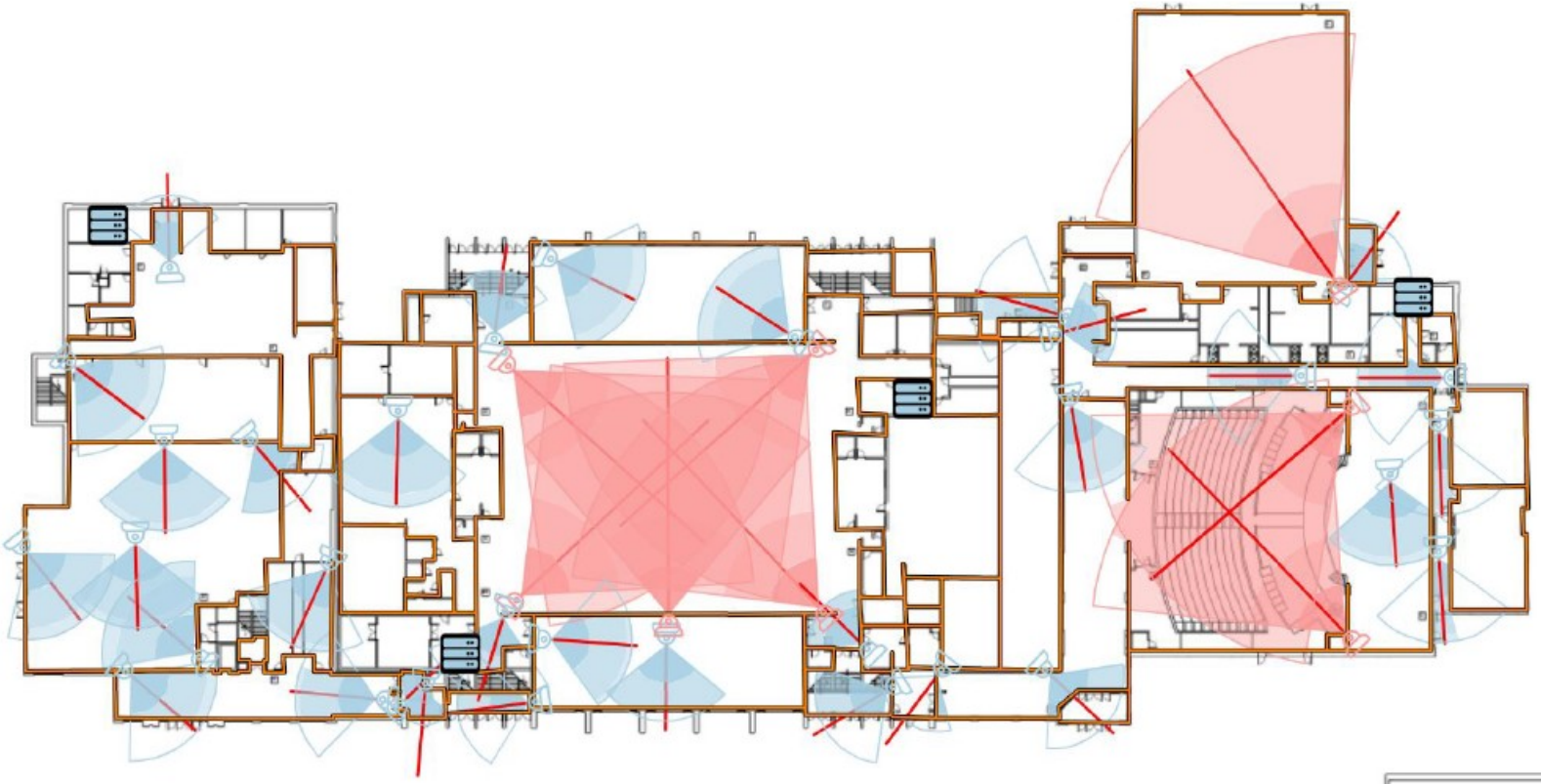

GYM, THEATER, AND CAFETERIA - FIRST FLOOR

GYM, AND CAFETERIA -

ew

D163
D161
D149
D150
D145
D158
D153
D142
D101
D140
D139
D136
D103
D104
D111
D155
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D117
D129
D120
D122
B178
B109
B108
B106
B105
B111
A134
B101
B110
A135
A136
C135
C134
A133
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B118
C133
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A114
A109
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A112
C112

12.7. Consider Wireless Microphone Purchase

Collinsville Community Unit School District 10

201 West Clay Street • Collinsville, IL 62234 • 618-346-6350 • *fax* 618-343-3673

TO: Dr. Brad Skertich, Superintendent

FROM: Derek Turner, Director of Technology

DATE: May 13, 2025

RE: RECOMMENDATION FOR New Wireless Mics for CHS Auditorium

BACKGROUND

Currently there are 16 wireless microphones in the CHS Auditorium. The industry is standardizing around 32 wireless microphones among most entertainment venues and auditoriums similar in size to CHS. The last performance put on by the drama club, Frozen, had 23 speaking parts.

CONSIDERATIONS

At the start of each show, during the sound test, microphones are finely tuned to the individual performer using sophisticated controls on the sound board to produce the best quality sound possible. All performers have different pitches and tones in their voice and speak louder or softer than their counterparts, so tailoring the microphone to the individual is key. This cannot be done during the performance, for example, if a mic needs to be passed to another performer. The last three drama club directors have requested additional microphones. I have been reluctant to make the investment due to previous FCC changes in available wireless bands that forced the district to first, replace all of our 700MHz wireless microphones, then only 2 years later, replace all of our 800MHz wireless microphones; however, it has been quite a few years now that we have been able to continue using the 500MHz band for wireless microphones, and I don't anticipate any changes in the future.

RECOMMENDATION

Therefore, I am recommending that the included quote from Entertainment Technology Group Inc. for 16 new wireless microphones, in the amount of $45,079.00, be approved. Thank you for your consideration!

For business use only
Technology Capital Outlay: 10E09326605410

Entertainment Technology Group Inc
213 McKinley Ave
Edwardsville, IL 62025 USA
+16185678324
andrew@entertecgroup.com

Estimate

ADDRESS
Collinsville School District
201 W Clay Street
Collinsville, IL 62234

SHIP TO
Collinsville School District
Collinsville High School
2201 S Morrison Avenue
Collinsville, IL 62234

ESTIMATE # 1157
DATE 05/09/2025
EXPIRATION DATE 08/30/2025

SHIP DATE	SHIP VIA	TRACKING NO.	PMT METHOD
06/30/2025	ETG	482247	Check

ACTIVITY	QTY	RATE	AMOUNT
Audio Sales Shure ULX-D4Q Quad Receivers - G50 Band	4	6,650.00	26,600.00
Audio Sales Shure ULX-D1 Belt-pack Transmitter - G50 Band	16	590.00	9,440.00
Audio Sales Shure MX-153 Over The Ear Mic Element	16	285.00	4,560.00
Audio Sales Shure SB-900A Rechargeable Battery	16	125.00	2,000.00
Audio Sales Shure SBC-800 8 Bay Recharging Station	2	575.00	1,150.00
Audio Sales ETG Custom Cable Co. XLR Mic Cables - 25'?	16	25.00	400.00
Installation Wireless Microphone Package Installation and Programming.	1	675.00	675.00
Delivery Equipment Delivery & Shipping Expenses	1	254.00	254.00

TOTAL **$45,079.00**

Accepted By

Accepted Date

12.8. Approval of CHS Furniture Purchase

Josh DeWitte
Director of Buildings & Grounds
Collinsville Community School District #10

Memo

To: CUSD #10 Board of Education
Dr. Brad Skertich, Superintendent

From: Josh DeWitte, Director of Buildings & Grounds

CC: Jamie Hadjan, Director of Finance

Date: 5/14/25

RE: Recommendation for CHS Furniture Purchase

I am requesting approval to purchase the 1st phase of furniture replacement at CHS.
Attached is the furniture quote from Virco for $152,374.24.
This furniture will cover for the students & classrooms on the 1st floor of the Main Building and 4 classrooms on the 2nd floor.

Sincerely,

Josh DeWitte
Director of Buildings & Grounds

201 West Clay St. Collinsville, IL 62234
E-mail: jdewitte@cusd.kahoks.org
Phone: (618) 346-6350 ext 4292
Fax: (618) 346-1398

Highway 65 South, Conway, AR 72032 - orders@virco.com
2027 Harpers Way, Torrance, CA 90501 - orders@virco.com

QUOTATION #8318146
r.4

Sold To:
COLLINSVILLE CUSD 10
201 WEST CLAY ST
COLLINSVILLE IL 62234

Ship To:
COLLINSVILLE HIGH SCHOOL
2201 S MORRISON AVE
COLLINSVILLE IL 62234
REFERENCE: NEED DELIVERY 6/9 TO 6/19 25

Quotation Date: 4/17/2025

We appreciate the opportunity to quote the enclosed prices for our products. Unless otherwise indicated, prices are net and do not include sales tax. Please refer to the above referenced Quotation Number when corresponding with Virco regarding this quote. We offer our quotation priced from the US COMMUNITIES 2025 CONTRACT #R-TC-18004 CLASSROOM FURNITURE Contract. We offer our quotation subject to the following terms and conditions:

1) FOB Point: FOB Destination - Tailgate Delivery

2) Payment Terms: Net 30 days (subject to credit approval)

3) Prices Are Firm: For Orders Received By 12/31/2025

4) For Shipment By: Please note that prices are for orders placed prior to 12/31/2025 and shippable no later than 01/31/2026. Orders requiring delivery after this date will not be processed and will require a requote.

5) Shipment from Virco: Quick Ship: 10 business days or less
Campus Basics: 4 to 6 weeks
Made to Order: 8 weeks +

Models not included in Quick Ship or Campus Basics are Made to Order and typically ready in 8 weeks. Extended lead times may apply; contact your Virco Territory Sales Manager for more information. Variety of lead times on same sales order will carry longest lead time on entire order. Additional shipping and handling charges will apply to orders that are requested to partial ship before Virco's acknowledged due date. Orders requiring delivery date after expiration of quote will require revised quote and may include additional storage fees.

6) Color: Standard Virco colors only unless specified otherwise

7) Purchase Order: We require customer approval by purchase order or signed quote to be emailed to Orders@virco.com or faxed to (800) 258-7367 or (800) 396-8232

8) Acknowledgement: Final acceptance and acknowledgement of orders will be as stated on the standard Virco Purchase Order Acknowledgment

9) Quantity: Any change in quantities may result in a price change

VIRCO®

QUOTATION #8318146
r.4

Shipping To: COLLINSVILLE HIGH SCHOOL

Item #	Supplier/Model #	Description	List Price	Discount	Unit Price	Qty	Extension
1	Virco Inc #50TRI30	5000 Series, Triangle Student Desk, Tubular Steel Thick Profile Legs, Models Feature a 30" Fixed-Height With a Triangle Top With An 1-1/8" Thick Particleboard-Core High-Pressure Laminate Work Surface With 1-1/8" Profile T-mold Edge Banding, Upper Legs Have a Powder Coat Finish With Chrome Lower Legs. Premium ABS Plastic Adjustable Glides. 454 ea Laminate->Grey Nebula (GRY091) Edge Banding->Char Black (BLK01) Frame->Silver Mist (GRY02)	$839.00	%73.90	$218.98	454	$99,416.92
2	Virco Inc #12124	Stool, 121 Series, 24" Seat Height, Hard Plastic Seat, Steel Frame, Nylon-Base Swivel Glides. Standard With Chrome Frame Only. 50 ea Hard Plastic->Black (BLK01) Frame->Silver Mist (GRY02) * Promo Price * Promo Pricing may be Cancelled or Modified Without Notice	$461.00	%74.00	$119.86	50	$5,993.00
3	Virco Inc #N218EL	Chair, N2 Series, 4-Leg, Stackable,18-1/4" Seat Height, Ergonomically Contoured Extra Large Polypropylene Shell, Steel Frame, Nylon-Base Swivel Glides. 674 ea Soft Plastic Seat->Purple Iris (PUR43) Frame->Silver Mist (GRY02) * Promo Price * Promo Pricing may be Cancelled or Modified Without Notice	$268.00	%74.00	$69.68	674	$46,964.32
						Total	**$152,374.24**

VIRCO®

QUOTATION #8318146
r.4

Shipping To: COLLINSVILLE HIGH SCHOOL

Item #	Supplier/Model #	Description	List Price	Discount	Unit Price	Qty	Extension

The undersigned certifies understanding and agreement of this Quote Letter and has authority to sign for purchase.

COLLINSVILLE CUSD 10
201 WEST CLAY ST
COLLINSVILLE IL 62234

X _____
PO # (if available)

X _____
Name (Print)

X _____
Authorized Signature

If paying by credit card, please call 877-311-9157. The credit specialist will be pleased to assist with your payment.

How To Place Your Order With Virco

3 Ways To Order:

1. Email your PDF quote from Virco to **orders@virco.com** (please make sure the quote is signed before submitting)
2. Email your standard PO to **orders@virco.com**
3. Order online at Shop.Virco.com

What to Expect Once Order Is Placed *(see below to complete the order process)*

- We will respond to let you know your order was received.
- Once we process your order, an electronic or paper acknowledgment will be sent

---

In Order to Complete the Order Process, Virco Must Receive The Following Information

Account Info

- ☑ "Sold To" Information
- ☑ "Ship To" Information
- ☑ Pricing source

Delivery Info

- ☑ Delivery contact information (name and phone number for a call before delivery)
- ☑ Special delivery requests such as specific delivery hours
- ☑ Requested delivery date if applicable (orders without requested delivery dates will be entered under ASAP priority and will be shipped as soon as product is ready)

***Please note - our system only allows 8 lines of 30 characters each so please make sure to prioritize any delivery info**

Product Info

- ☑ Model (Ex: 9018, ZBOOMMFG)

Color/Finish for the Following:

CHAIRS

☑ Seat Color ☑ Frame Color ☑ Glide
(Ex: Navy/Chrome/Nylon Glides)

TABLES/DESKS

☑ Top/Edge Banding ☑ Frame Color ☑ Glide
(Ex: Dry Creek Plum/Adobe/Silver Mist/Felt Glides)

FILING CABINETS

☑ Frame Color
(Ex: Moonstone)

Item #	Supplier/Model #	Description
1	Virco Inc #50TRI30	5000 Series, Triangle Student Desk, Tubular Steel Thick Profile Legs, Models Feature a 30" Fixed-Height With a Triangle Top With An 1-1/8" Thick Particleboard-Core High-Pressure Laminate Work Surface With 1-1/8" Profile T-mold Edge Banding, Upper Legs Have a Powder Coat Finish With Chrome Lower Legs... 454 ea Laminate->Grey Nebula (GRY091) Edge Banding->Char Black (BLK01) Frame->Silver Mist (GRY02)

Item #	Supplier/Model #	Description
2	Virco Inc #12124	Stool, 121 Series, 24" Seat Height, Hard Plastic Seat, Steel Frame, Nylon-Base Swivel Glides. Standard With Chrome Frame Only. 50 ea Hard Plastic->Black (BLK01) Frame->Silver Mist (GRY02)

Image Does Not Reflect Actual Color Priced

Item #	Supplier/Model #	Description
3	Virco Inc #N218EL	Chair, N2 Series, 4-Leg, Stackable,18-1/4" Seat Height, Ergonomically Contoured Extra Large Polypropylene Shell, Steel Frame, Nylon-Base Swivel Glides. 674 ea Soft Plastic Seat->Purple Iris (PUR43) Frame->Silver Mist (GRY02)

Image Does Not Reflect Actual Color Priced

12.9. Approval of Building and Grounds Equipment Purchases

Josh DeWitte
Director of Buildings & Grounds
Collinsville Community School District #10

Memo

To: CUSD #10 Board of Education
Dr. Brad Skertich, Superintendent

From: Josh DeWitte, Director of Buildings & Grounds

CC: Jamie Hadjan, Director of Finance

Date: 5/14/25

RE: Recommendation for Equipment Purchase

I am requesting approval to purchase the following equipment:

-82x16 Dump Trailer from Camper Exchange for $15,063
-Kawasaki Tiger Cat zero turn mower for CMS for $10,748
-John Deere Zero Turn Mower for CHS for $17,750

Total Cost for this equipment is $43,561.

Sincerely,

Josh DeWitte
Director of Buildings & Grounds

201 West Clay St. Collinsville, IL 62234
E-mail: jdewitte@cusd.kahoks.org
Phone: (618) 346-6350 ext 4292
Fax: (618) 346-1398

CAMPER EXCHANGE, INC.

1401 S. ILLINOIS ST.
BELLEVILLE, IL 62220
Phone: 618-233-2876

E-Mail: camperex@peaknet.net
Website: www.camperexchange.com

QUOTE

Number	042492
Date	04/08/2025
Page	1

Ship-to: SAME
COLLINSVILLE COMM SCHOOL DIST
201 WEST CLAY ST
COLLINSVILLE, IL 62234

Bill-to: 21599
COLLINSVILLE COMM SCHOOL DIST
201 WEST CLAY ST
COLLINSVILLE, IL 62234

Reference #	Expires	Slsp	Terms	Wh	Freight	Ship Via
	NONE	NML	CASH	01	BILLED	CUSTOMER PICKUP

Quoted By: PO3 Quoted To: JOSH DEWITT

Item	Description	Ordered	UM	List	Discount	Price	UM	Extension
	STOCK# 9009							
	2024 SURE-TRAC							
	82 X 16 DUMP TRAILER							
	16K TELESCOPIC							
NEW-TRAILER		1.0	EA	.00		14890.00	EA	14890.00
TF	TITLE FEE	1	EA	165.00		165.00	EA	165.00
LF	LICENSE FEE	1	EA	.00		8.00	EA	8.00
	M PLATE							

Merchandise	Misc	Tax	Freight	Total
15063.00	.00	.00		15063.00

TURF & UTILITY EQUIPMENT, INC.
1500 Boul Avenue, Belleville, Illinois 62226 - (618) 233-0088 (618) 233-8916 FAX
(800) 836-0088 (314) 436-1161

TURF, LAWN, GOLF, UTILITY & CONSTRUCTION EQUIPMENT - SALES, RENTALS, PARTS & SERVICE

QUOTATION

TO Collinsville Community School Dist 10

SOURCEWELL Acc #2619

4-10-2025
DATE

In reply to your request, we offer the following: BENRYTERSKI@yahoo.com

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1	STC11-6N-31DFI Turf Tiger II 61" 31HPEFI A/C	KAWASAKI	15,989.00
1	STC11-52N-26CHEFI Turf Tiger II 52" 26HPEFI A/C	KOHLER	13,259.00
1	STC11-6N-26FTEFI TigerCat II 61" 26HPEFI A/C	KAWASAKI	10,748.00
1	STC11-52N-26FTEFI TigerCat II 61" 26HPEFI A/C	KAWASAKI	10,451.00

SOURCEWELL DISCOUNT IS 22% WHICH IS REFLECTED IN THE PRICE

TURF EQUIPMENT, INC.
1500 Boul Avenue Belleville, IL 62226

KORY SCHILLING

(618) 779-7516 Mobile
(618) 233-0088 Ext. 20
(800) 836-0088 Toll Free
(618) 233-8916 Fax
email: k.schilling@erbturf.com

F.O.B. _____ Estimated Time of Shipment _____ Prices Firm Until _____

Terms: _____

Proposed by _____ 19____ Accepted by _____ 19____

JOHN DEERE

special Discount

SLOAN IMPLEMENT

Quote Summary

Prepared For:

Prepared By:

Caleb Burk
Sloan Implement Company
9425 State Road 140
Hamel, IL 62046
Phone: 618-633-2626
cburk@sloans.com

Quote Id:	32674390
Created On:	17 April 2025
Last Modified On:	17 April 2025
Expiration Date:	16 May 2025

	Equipment Summary	Suggested List	Selling Price		Qty		Extended
Tweel	2025 JOHN DEERE Z930M ZTrak	$ 17,002.00	$ 12,750.00	X	1	=	$ 12,750.00
Turf	2025 JOHN DEERE Z930M ZTrak	$ 15,554.00	$ 12,000.00	X	1	=	$ 12,000.00
Turf	JOHN DEERE Z960M ZTrak	$ 16,934.00	$ 12,750.00	X	1	=	$ 12,750.00
Tweel	JOHN DEERE Z960M ZTrak	$ 18,402.00	$ 13,500.00	X	1	=	$ 13,500.00
Tweel	2025 JOHN DEERE Z965R EFI ZTrak - 1TC965RCHSS140034	$ 23,647.00	$ 17,750.00	X	1	=	$ 17,750.00
Turf	JOHN DEERE Z965R EFI ZTrak	$ 22,199.00	$ 16,500.00	X	1	=	$ 16,500.00
Turf	JOHN DEERE Z970R ZTrak	$ 20,369.00	$ 15,000.00	X	1	=	$ 15,000.00
Tweel	JOHN DEERE Z970R ZTrak	$ 21,817.00	$ 15,750.00	X	1	=	$ 15,750.00
	Equipment Total						**$ 116,000.00**

Quote Summary	
Equipment Total	$ 116,000.00
SubTotal	$ 116,000.00
Est. Service Agreement Tax	$ 0.00
Total	$ 116,000.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	**$ 116,000.00**

Salesperson : X _____ **Accepted By : X** _____

12.10. Adoption of 2025 Strategic Planning Report

Collinsville CUSD 10
Strategic Planning

Help Us Plan for the Future

Students & Staff

Parents & Community

2025 Strategic Planning Meeting

Board Presentation May 19, 2025

Strategic Plan

- The Strategic Plan is a guiding document for a five year period.
- The process of creating the plan is as important as the plan itself. It is an opportunity to bring students, staff, parents, and community members together to express the values and aspirations of the district. The team will also set the course for the future.
- The implementation and monitoring of the plan is key and is where many districts have challenges.
- It is a living process that requires ongoing review and adaptation. As circumstances change, organizations may need to revise their strategies. The Strategic Plan should be implemented with measurable goals added annually that derive from the main plan guiding document so that the action plans to stay relevant and achieve their long-term goals.

Focus

TimeLine

October/November

- Selection of Team members, Surveys drafted and sent out (November), Consultants conduct SWOT analysis with each board member via Zoom.

December

- Selection and invitations to potential team members; solidify the team
- Survey staff and community conducted

January-April

- POG (3) and Strategic plan (6) team meetings

May

- Final presentation of plan by the BOE

May-July

- Session with the superintendent and designated administration on the process of implementing the strategic plan for results

Portrait of a Graduate Team Process & Product

3 Meetings January-February

Portrait of a Kahok Graduate

Communication

Kahoks will express themselves clearly, listen actively, collaborate effectively, and adapt their messages to diverse audiences.

Integrity

Kahoks will align their actions with their values. They will demonstrate accountability, honesty, and fairness while contributing positively to their communities.

Active Learning

Kahoks will seek knowledge with curiosity, embrace challenges with a positive mindset, and continuously pursue growth through exploration and perseverance.

Portrait of a Kahok Graduate

Critical Thinking

Kahoks will question, analyze, and evaluate information with an open mind and find creative solutions to overcome complex challenges.

Adaptability

Kahoks will navigate challenges with resilience, adjusting their thoughts and actions while responding to feedback and adversity. They will balance diverse views to develop practical solutions in life and their chosen careers.

Empathy

Kahoks will embody selflessness, consistently showing acceptance and inclusivity. They will be open to genuinely understanding and caring about others' perspectives and experiences.

Strategic Plan
Team Process & Product

6 Meetings January-April

Mission

Collinsville Community Unit School District #10 provides student-centered, innovative learning opportunities in a safe, inclusive environment to inspire every student's unique journey to success.

Vision

We envision a future where every student is empowered to reach their fullest potential, equipped with the tools, confidence, and support to achieve excellence and succeed in an ever-evolving world.

Envision. Empower. Achieve.

Values

Diversity
Community
Integrity
Resilience
Growth
Excellence

GOALS

Student Success

- Broaden available opportunities and strengthen support systems to reduce achievement gaps among students from diverse backgrounds.
- Elevate academic performance among all students, with a focused effort on reducing disparities among student subgroups.
- Continuously evaluate and refine academic offerings to ensure comprehensive access to career exploration, post-secondary preparation, and real-world learning experiences for all grade levels ensuring readiness for life beyond graduation.
- Implement strategies to reduce student absences, with a particular focus on chronic absenteeism, to minimize their impact on learning and achievement.
- Strengthen curriculum and program alignment across grade levels, with particular focus on key transition years, to support continuous student growth and success.

Student Supports & Services

- Develop and implement a comprehensive, ongoing professional development plan tailored to the diverse needs of teachers and support staff to strengthen Multi Tiered System of Supports (MTSS) instruction and intervention practices, ultimately improving student outcomes.
- Assess the feasibility of establishing a dedicated transition center to support students with disabilities in developing life skills, vocational training, and independent living abilities necessary for successful post-secondary transitions.
- Increase the availability of mental health professionals and services within schools to address the social-emotional and behavioral needs of students, fostering a supportive and inclusive learning environment.
- Broaden access to inclusive classroom settings by enhancing co-teaching models, modifying curriculum, and providing support structures that enable ALL students to participate meaningfully alongside their peers.
- Recruit, retain, and clearly define roles for staff to ensure effective delivery of instruction, case management, behavior intervention, and related services.

Finance, Facilities & Safety

- Develop and maintain proactive plans to address potential revenue losses while preserving the continuity and quality of existing programs.
- Implement environmentally sustainable and cost-saving measures, including facility projects that support long-term operational efficiency.
- Continuously strengthen the safety and security of all district facilities through updated technologies, refined protocols, and active partnerships with public safety partners.
- Maintain fiscal responsibility while ensuring clear, consistent, and accessible financial reporting and communication to foster trust and engagement with all stakeholders.
- Maintain, update and improve district facilities while completing facility work outlined in the district's facility plan and regularly updating technology in the classroom that supports and enhances instruction.
- Pursue alternative funding sources to offset the cost of advancements in technology to improve school safety, learning systems, and operational efficiency.

Extra-Curriculars

- Make available to all students, regardless of background or ability, access to a wide range of extracurricular activities that support their interests, talents, and personal growth
- Broaden extracurricular offerings by introducing engaging fine arts and STEM activities, especially at the elementary level, to foster creativity, curiosity, and early exploration.
- Expand athletic offerings in K-6 schools and the community to promote physical activity, skill building, teamwork, and school spirit from an early age creating consistent pathways for student involvement and development.
- Encourage and incentivize school staff, high school students, and community members to lead and support extracurricular programs at all grade levels, enhancing their quality and building meaningful school-community connections.

Staff Recruitment & Retention

- Attract and retain high-quality staff through competitive compensation packages, a positive culture and staff appreciation activities.
- Improve staff diversity through intentional development, recruitment and hiring practices that reflect the demographics and cultural richness of the student population.
- Strengthen staff morale by cultivating a collaborative, inclusive, and supportive workplace culture that values staff voice and participation in decision-making.
- Establish a structured partnership with local teacher preparation programs to create clear pathways for Collinsville graduates to become certified educators within the district.
- Through a comprehensive professional development plan, enhance and innovate educational practices to meet changing student needs and learning styles.

Family & Community Engagement

- Foster meaningful partnerships with families to support student success by increasing opportunities for collaboration and active involvement in the educational process.
- Offer regular training sessions to equip families with the knowledge and skills needed to effectively use district communication platforms and stay connected with their child's education.
- Partner with a reliable communication outlet to share district news, celebrate achievements, and keep the community informed and engaged.
- Improve the clarity, reliability, and timeliness of communication between schools and families to build trust and ensure families are well-informed.
- Increase alumni involvement to strengthen connections with former students, foster community pride, and explore opportunities for alumni engagement and support.

Conclusion & Next Steps

Collinsville CUSD 10 Strategic Planning

Thank You for Participating

12.11. Presentation of Board Policy Updates

13. **Closed Session**

14. **Personnel**

14.1. Non-Certified Employee Recommendations for Employment

14.2. Certified Employee Recommendations for Employment

14.3. Approval of Extended Contract Days and Stipends for Staff

14.4. Employment of Extended Year Summer School Program

14.5. Coach Recommendation

14.6. Recommendation for Winter Coaches at Collinsville High School

15. **Adjourn**